

THE CORPORATION OF THE TOWNSHIP OF HORTON  
**RECREATION COMMITTEE**  
July 11, 2012

There was a meeting of the Recreation Committee held in the Municipal Council Chambers on July 11, 2012. Present were Chair Margaret Whyte, Mayor Don Eady, Chair of Infrastructure Committee Glen Campbell, Valerie Miller, Steve Osipenko, Tim McDonald, Ralph and Gladys Miller. Staff present was Kathleen Rogers, Recreation Program Manager and Mackie McLaren CAO Clerk. Absent was Chair of Maintenance Dave Bennett, Barb Dickson, Arnold Dickson & Sherry Steeves.

**1. CALL TO ORDER**

Chair Margaret Whyte called the meeting to order at 7:00 P.M.

**2. DECLARATION OF PECUNIARY INTEREST**

There was no declaration of Pecuniary Interest by the members of the committee or staff.

**3. DELEGATIONS –**

**CHAIR OF INFRASTRUCTURE – Glen Campbell**

**- Cabinets for Community Centre**

Councillor Campbell reported that the cabinet project for the upstairs meeting room will not be completed with cabinets found at a yard sale in Calabogie as we did not have the budget available to purchase at the time of sale.

Kathleen Rogers Recreation Program Manager has already asked Deslaurier Custom Cabinets to keep us in mind if they have cabinets they could donate to a project. Kathleen Rogers has also spoken to a contact a Home Depot to see if they might be willing to donate time and material to one of the Community Centre Projects, either the upstairs meeting room or the Rink Canteen.

**- Clocks for Hall**

Councillor Campbell reported that he has the clocks for the Community Centre and he will install them.

**- Step Ladders –**

Councillor Campbell inquired as to the height of the step ladder required for the Community Centre and Kathleen Rogers said that we needed a ladder that can be stored in the kitchen closet that could be used when placing and removing items from above the kitchen cupboards. Preferably a step ladder with wide steps for increased stability. Councillor Campbell will pick up the ladder.

**- Kitchen Light covers**

Councillor Campbell will install the light covers over the kitchen lights.

**- Water damage in upper meeting room**

Councillors Campbell & Larone carried out an inspection on the Community Centre roof to see why there is water leaking in a couple of places especially in the upper meeting room. Upon Inspection of the roof it was noted that there is NO foam strip inside the ridge cap which could cause leakage. CAO/Clerk Mackie McLaren said that he has written a letter to the contractor who built the community centre in hopes that the contractor may remedy the situation.

**Grill in Bar Door-**

Councillor Campbell discussed the poor ventilation in the community centre bar. It was suggested that a grill be installed in the serving counter door. He also suggested putting a better fan overhead. Councillor Campbell said that he has a company coming in to do an assessment and inspection of our ventilation and plumbing and heating systems. They may be able to provide some good suggestions. Steve Osipenko Chair of Sports offered the suggestion of installing steel bars and a curtain on the bar window opening instead of keeping the present serving doors closed.

Another suggestion offered by Tim McDonald was cutting away the wall to the serving window could be pushed out into the hall during a function giving more working space. It would have to be secured with locking doors that slide back, for when the bar is not in use.

These suggestions will be considered by the Infrastructure committee.

- **Men's washroom door hinge**

A hinge needs repair on the handicap accessible washroom stall. **Glen Campbell will talk to Dave Bennett chair of Maintenance to see if he can repair.**

- **Generator switch over**

Councillor Campbell is leading the process to have contractors bid on the generator switch over at the Community Centre. He has asked that CAO/Clerk oversee the process. The CAO agreed that he would. Councillor Campbell asked that Steve Osipenko make the fire department aware of the process being changed and simplified. Steve noted that deputy Fire Chief Allan Cole was aware of the changes coming. The generator switchover could cost approximately \$1000.00 to \$1200.00.

- **Washers in kitchen taps/ filter changed**

**Councillor Campbell** noted that the filter has been changed in the kitchen and he will ask Dave Bennett if he can change the washers on the kitchen taps.

Councillor Campbell noted that we will be getting more log books for various items throughout the community centre ie. The stage, furnace, stove, fryer generator ect. We need to be diligent in keeping maintenance records.

- **Outdoor Stage**

Councillor Campbell was asked to report on the condition of the outdoor stage that was donated by the Taylor's. Councillor Campbell reported that he finds that it's a good sturdy stage that needs minor repairs. His main concerns are the areas with height extensions, they require further investigation. Councillor Campbell said that new hardware may be required. The Recreation Program Manager requested that a more suitable location be found to house the stage as is present location is not pleasing to the eye of passerby's or neighbors, it is also under the drip of the roof.

**4. MINUTES OF JUNE 13, 2012**

Chair Whyte briefly reviewed the June 13, 2012 Committee Meeting Minutes, which have been previously approved by Council.

**5. BUSINESS ARISING**

- **KITCHEN STOVE –**

Chair of Fundraising Valerie Miller expressed concern with the slow rate of investigation into trade in's on the kitchen stove; we may not have a larger stove before the upcoming Harvest Supper. She is very concerned that we will not be able to prepare the required amount of food and keep it warm with such a small stove. In the past meat and potatoes were prepared by John Atkins in advance and brought to the community center cooked. We had complaints of food not being hot enough last year.

Valerie asked permission from the committee for Recreation Program Manager Kathleen Rogers and herself to go to the city and price out some new or used stoves see if we can trade in what we have. Councillor Campbell recommended we take the dimensions of the old stove and the area of the kitchen. He also recommended we get the make and model of Dave Bennett's stove that he offered to be used for a second trade in. The committee agreed that getting information would be a good idea.

Councillor Whyte told the committee about the electric stove used at the United Church with 8 burners and 2 large ovens. It was very nice and didn't require anybody having to turn it on. Committee wanted to know where the money was going to come from for this purchase. It was recommended that we have a fundraiser just for the stove.

Volunteer Sandy Black asked if we would consider purchasing a Commercial stove on a deferred payment plan. The committee didn't know if that would ever be an option offered to the Municipality. She thought that if we found the right stove that we could pay for it with funds from a successful fundraiser.

Valerie Miller took this opportunity to discuss a new fundraising idea that she and Sandy Black have researched. She told the committee about her cookbook proposal. The best price she has received on publishing is from Rasmussen in Alberta and if we get enough sponsors for the book it will cover the total cost of publishing and all the revenue generated from the sale of the cookbook would be profit. She strongly recommended we take 50% of the cook book sales and put it towards the purchase of a commercial stove. The total profit from the sale of books could be as high as \$5000.00

It was suggested that Kathleen Rogers prepare a Draft Proposal for the fundraiser to present to council ASAP.

Motion by Don Eady

Seconded by Ralph Miller

That Recreation Committee recommend to Council to approve the cook book fundraiser.

**Carried**

#### **SUMMER DAY CAMP**

Recreation Program Manager Kathleen Rogers reported that they only had 4 residents interested in the Summer Day Camp program and only one was interested in 7 full weeks of registration.

There were 12 applications received for the position of Day Camp Leader & Assistant. Due to low registration in the program we could not hire an applicant. Kathleen Rogers contacted Algonquin College to advise them we would not be using their grant this summer and thanked them for considering us for their Summer Job Service Program.

#### **- FCC GRANT – ICE PAD DRAFT PROPOSAL/ADVERTISING**

The grant was submitted for the Upgrade to the ice pad and we will not hear back till Dec, 2012. If we receive the grant it doesn't have to be completed till Dec. 2014. Kathleen Rogers will prepare a draft business plan and start canvassing for advertising for the Rink Boards.

#### **- NEW HORIZONS FOR SENIORS**

Chair of Recreation Marg Whyte reported on the new Horizon's for senior's application that was prepared and submitted by the Lochwinnoch Women's Institute overseen by Donna Kurmis, Marg Whyte and Rose Curley from the Township office. They have asked for a commercial Dishwasher, coffee pots, food warmers and a Commercial Potatoe Peeler.

#### **6. ITEMS TO BE ADDED TO AGENDA AND ADOPTION THE JULY 11, 2012 AGENDA**

**It was recommended that we add the CIIF Grant to the agenda.**

Moved by Steve Osipenko

Seconded by Ralph Miller

That the Recreation Committee adds the CIIF Grant to the Agenda for the July 11, 2012 meeting.

**Carried**

**7. DEPARTMENT REPORT**

Kathleen Rogers, Recreation Program Manager reviewed her department report for JUNE/JULY 2012.

**8. FINANCIAL STATEMENT**

Chair Margaret Whyte reviewed the Financial Statement with the Recreation Committee.

Moved by Val Miller

Seconded by Ralph Miller

That the Recreation committee accepts the Financial Report.

**Carried**

Mayor Don Eady noted that Finance Manager Jennifer Barr is sitting down with the Chairs of all committee's to review their financial statements now that the budget has been approved.

CAO/Clerk Mackie McLaren noted that Kathleen will not be preparing profit and loss statements as the monthly financial statements contain this info.

**9. SUB COMMITTEE REPORTS**

**MAINTENANCE ISSUES**

**DAVE BENNETT, CHAIR**

Dave Bennett Chair of Maintenance was unable to attend the meeting.

**PUBLIC RELATIONS SUB-COMMITTEE SHERRY STEEVES, CHAIR**

Chair Whyte reported that she had a call from Sherry Steeves and she is not able to continue as chair of Public Relations at this time. Sherry did agree to assist Kathleen Rogers with the advertising campaign to cover the Rink Boards.

**SPORTS SUB-COMMITTEE**

**STEVE OSIPENKO, CHAIR**

**VOLLEY BALL TOURNAMENT –**

Chair of Sports Steve Osipenko agreed to host a volleyball tournament August 25, it will run from 8-4 so it will not conflict with a hall rental for a wedding the same day. Councillor Glen Campbell volunteered to BBQ for the event and it was requested that we have an outside bar. Tim McDonald offered to run the bar in the rink area. Kathleen Rogers will get a Special Occasion's Permit from the LCBO.

Mayor Don Eady was given a mixed bag of hockey jerseys donated by Walker Eady for Hockey season. He wanted to know if this was an item we could make use of. The committee agreed that this item could be very useful. We will store them in the upper store room for now with the other jersey's.

Chair of Recreation Kathleen Rogers received a bag of yellow cotton Horton t- shirts from Barb & Arnold Dickson. They are believed to have come from the old Horton School early 1980's style. They are deep yellow with green writing. They are just like new and would be great for a team sport, such as ball hockey or soccer.

**BAR SUB-COMMITTEE**

**RALPH MILLER, CHAIR**

Chair of Bar Ralph Miller reported that the last few events went really well. There is no bar events scheduled for July. Ralph asked if the Township has linen table clothes. He was told that we do have linen cloths and they are used by for All Township special functions and by the women's institutes for their dinners. They were purchased by the Castleford Women's Institute with a New Horizon's grant. He suggested that we charge a fee for the rental and cleaning of linens. It cost our Custodian approx. \$15.00 to clean these items. We cannot charge a fee for these right now as it is not an item presently listed in our fees and charges by-law.

Ralph would like to see a breakdown of the costs associated with the operation of the Community Centre. CAO/Clerk Mackie McLaren said this can be done.

**FUNDRAISING SUB-COMMITTEE**

**VALERIE MILLER, CHAIR**

- **POTATOE BAR – JUNE 17 FATHER’S DAY**

Val Miller Chair of Fundraising reported the potato bar went very well and the 100.00 given to Ray Kholsmith and the band was donated back. The event made approx. \$284.47 and the bar brought in \$ 197.00

- **CANADA DAY – SUNDAY JULY 1<sup>ST</sup>**

Canada day went very well; we served approximately 477 persons down approx. 150 from last year. Sunday is a difficult day as a lot of people are at church and many others leave the area for the long weekend.

We had a great turnout other wise and a very steady crowd of patrons. The face painting, bounce castle and grain table were very popular events as was Little Rays Reptile show. Try to get more help for next year especially in the kitchen as it is a very long morning starting at 6 am. Being a Sunday had a huge impact on volunteers also as they had prior commitments. Castleford County Line donated the entertainment and was very well received.

- **FRUIT FUNDRAISER**

Kathleen Rogers briefly discussed this year’s fruit fundraiser. Due to a 40% loss in crops the price of the fruit will go up this year. We will need to sell the fruit for \$35.00 per case up \$5.00 from last year. The growers have promised that they will be able to fill our orders. Kathleen will put the fruit ad in the paper for the end of the month.

- **BLUE GRASS FESTIVAL**

Val Miller reported that everything is organized for the Bluegrass bake sale. All she needs now is for a volunteer or Public works to drop off the sandwich fridge from the kitchen, and extension cord, three large tables and a couple of chairs. Steve Osipenko offered to move these items if Public Works are busy. Kathleen Rogers will ask the Public Works staff to move items. Recreation Program Manager Kathleen Rogers placed an ad in Horton Corner welcoming the Bluegrass Festival as was requested by Mayor Eady.

**ENTERTAINMENT SUB-COMMITTEE**

**TIM MCDONALD, CHAIR**

- **LAST DANCE JUNE 15, 2012 – THE USUAL SUSPECTS**

Tim McDonald, Chair of Entertainment reported that there was a very good turnout for the last dance.

Tim reported that the next dance is in September and he will try to get the Brysonaires to play for the first dance.

**10. OTHER BUSINESS –**

**BOAT LAUNCH - PARKING – KAYAKS**

CAO/Clerk Mackie McLaren asked the committee their view on a complaint from a citizen that uses the boat launch to put her kayak into the water. She has no motor and does not pollute, she doesn’t want to pay every time she goes out in her kayak.

The committee agreed that she doesn’t pollute when operating but she does park her vehicle at the boat launch for the duration of time that she enjoys her recreational vehicle. The boat launch fee is for the parking of vehicles and/or the launching of all recreational water vehicles.

Mr. McLaren noted that fines were issued to vehicles that were parked on the Bell Memorial site over one of the weekends due to overflow at the boat launch. **This property is owned by the County and CAO/Clerk will contact the County to see if we may be able to purchase the property to expand our boat launch parking. It would be a good area for those who have cars to park without trailers.**

**BEACH – MACKIE MCLAREN**

CAO/Clerk Mackie McLaren reported that we have a new sub-committee being formed to investigate the pros & cons of developing the beach property or if it would be in the Townships best interest to sell. He is looking for a Volunteer from the Rec. committee to sit on the Beach sub-committee. Ralph Miller volunteered to sit on the committee.

**GRANT APPLICATION**

Mayor Don Eady mentioned that there is an opportunity for a grant application proposal from Community Infrastructure Investment Fund. They will provide 1/3 of the funding up to \$1,000,000.00 to make repairs or upgrade to community or recreation facilities. We would have to come up with 66% of the project.

There are several projects that need to be done and Mayor Eady would like to sit down with the Infrastructure Committee to discuss what our best options would be. The Committee Members agreed. The grant must be submitted by Aug 24, 2012.

**11. NEXT MEETING DATE – WED., SEPT 12, 2012 AT 7:00 P.M.**

**12. CONFIRMATION RESOLUTION**

Moved By Ralph Miller

Seconded by Tim McDonald

That the Committee pass this confirming resolution to cover any actions or decisions given during the open portion of this committee Meeting which are minor in nature and which were not set out in By-law or resolution.

**Carried**

**13. ADJOURNMENT**

Moved by Valerie Miller

Seconded by Sandy Black

That this Recreation Committee Meeting be adjourned at 9:05 P.M.

**Carried**

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Chair

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Recreation Program Manager