

THE CORPORATION OF THE TOWNSHIP OF HORTON  
**RECREATION COMMITTEE**  
October 16, 2013

There was a meeting of the Recreation Committee held in the Municipal Council Chambers on October 16, 2013. Present were Mayor Don Eady, Chair Margaret Whyte, committee members Dave Bennett, Val Miller, Ralph Miller, Gladys Miller, Jamie Holmes, Barb Dickson, Arnold Dickson, Ann Limlaw, and Marg Bauer. Staff present was Kathleen Rogers, Recreation Program Manager. Steve Osipenko was absent. There was no representative from the Infrastructure Committee.

**1. CALL TO ORDER**

Chair Margaret Whyte called the meeting to order at 6:30 P.M.

**2. DECLARATION OF PECUNIARY INTEREST**

None.

**3. ITEMS TO BE ADDED TO AGENDA AND ADOPTION THE October 16, 2013 AGENDA**

Moved by Dave Bennett

Seconded by Barb Dickson

That the Recreation Committee approved the Agenda for the October 16, 2013 meeting.

CARRIED

**4. DELEGATIONS**

There were no delegations.

**5. MINUTES OF September 18, 2013.**

The Committee reviewed the minutes of September 18, 2013 previously approved by council.

**6. BUSINESS ARISING**

**GROUND BREAKING**

There was a ceremonial ground breaking with Cheryl Gallant at the Community Centre for the CIIF Grant. Kathleen Rogers was asked to contact Karen at Cheryl Gallants office to see if she submitted the picture to the paper or if we will have to do it.

**TRAIL MAINTENANCE – GOSHEN**

Kathleen Rogers reported that Glen Campbell was working with Bill Jamieson, they viewed the trail together and Bill and men from the snowmobile club will be cleaning up the trail.

**GENERATOR TRANSFER SWITCH DEADLINE SEPT 27, INSPECTION & TRAINING**

Marg Whyte reported that the generator switch has been installed and inspected. We are awaiting operating instructions from Councillor Campbell and then we will hold a training session for volunteers.

**LAND PURCHASE FROM EADY'S-**

Ralph Miller reported that he viewed the property in question with Mackie McLaren, Willis & Norman Eady and Kathleen Rogers. Marker Stakes we put in the ground by Mr. McLaren with direction from Norman and Willis. The property runs 300 feet down the Castleford Road from where our property ends and then runs on an angle back to the creek and then straight back to a tree line, it is approximately a 10 acre parcel of land. Marg Whyte requested that Mr. McLaren be asked to prepare a written report and or invite him to come the next recreation meeting. Please ask for measurements and if there was any discussion on cost. What are the next steps? Do we ask Larry Polk to appraise the property?

### **HORIZON GRANT**

Chair Whyte reported that we have ordered the items requested in the grant application. The Dishwasher and supplies will arrive this Monday. Dave Bennett said that he would have a couple of his workers install the dishwasher and he will build a stand to mount it on. Kathleen Rogers is to check with Public Health to see what our sink requirements are as he will be removing the triple sink to accommodate the dish washer so the counter will not be cut. This will be a temporary hook up as the dishwasher will go into the new kitchen section when it is completed. There was concern that our hot water supply may not be adequate as dishes need to be heated to 180 degrees to sanitize. If the dishwasher has its own heater this won't be an issue.

### **7. FINANCIAL STATEMENT**

The committee reviewed the financial statement.

Dave Bennett reported that the Building Committee is already over budget and he needs to print documents and have frail Original Community Centre Plans copied to send out for Grant Applications. We need to keep one copy for ourselves as the original plans are falling apart. The copies cost \$113.00 and had to be copied at the survey office.

Mr. Bennett made a request to the committee for a slush fund for these types of expenses. We will have to ask Finance Manager Jennifer Barr where we might find monies in the budget. Can it come out of office supplies?

Moved by Don Eady

Seconded by Dave Bennett

Motion for Building Expansion Sub Committee to use \$350.00 from the Community Centre office supplies to cover copying and paperwork costs for Funding Proposal.

**Carried**

It was noted that there are still financial obligations to meet for the committee's commitment to the rink roof. Chair Whyte noted that we still have Harvest Supper Revenue and the Christmas Dance plus Euchre and our Quilt Draw to come in which should get us very close to meeting our commitment to the rink roof.

Moved by Dave Bennett

Seconded by Val Miller.

That the Recreation Committee approves the Finance Report.

**Carried**

### **8. SUB COMMITTEE REPORTS**

#### **FUNDRAISING SUB-COMMITTEE**

**VALERIE MILLER, CHAIR**

#### **Harvest Supper**

Val Miller Reported that the Catering Committee met this morning and all arrangements for the Harvest Supper are in order. There will be a roast beef dinner with mashed potatoes and coleslaw and vegetables. Val will pick up all groceries and we need only to call volunteers to make pies this year. We are making coleslaw and not having a bunch of salads donated. Val would like the advertising poster and Message in Horton Corner to not have local produce on them as they are not asking for local produce donations. Kathleen noted that they will be asking for Apples from Mr. Jack McLaren, so the poster is not incorrect. We will make sure it is removed for future publications.

### **Ladies Night Fashion Show**

Kathleen Rogers reported that she has arranged for a Jockey Clothing Fashion Show to be held at the Community Centre on Oct 22, 2013 at 7 pm. She invited 4 other vendors and had calls from 6 others that wanted to participate. My FM is already advertising it daily free in community events. Kathleen asked for a donation of a door prize and a silent auction prize in lieu of a registration fee. We will make money off the silent auction plus Jockey Rep Jen Charbonneau is donating 25% of her total sales from the evening's event. Val & Marg Whyte will be selling Jams and Pickles at the event and all proceeds will go to the Build. Exp. Fundraising Account.

### **Quilt Raffle**

The ladies are busy putting the quilt together. We will raffle off at the Christmas dance. Val Miller will arrange for the Lottery Licence and we will sell the tickets \$2.00 each or 3 for \$5.00. Kathleen was asked to make and print up raffle tickets and have them ready for this Friday nights dance two days away.

Val Miller reported that she has seen an article in the paper called "Breaking the Silence" its suicide awareness group crisis line #. She would like this # posted at the community centre. We can get more information on it off of Facebook. The committee recommended we check it out prior to posting. Kathleen will check it out.

### **KITCHEN SUB-COMMITTEE**

### **KITCHEN CHAIR**

#### **Catering Purchases – New items**

Kathleen Rogers noted that she received a receipt from Valerie Miller for \$106.45 for 30 new soup bowls and 65 large mugs that she purchased on sale for the upcoming luncheon. She asked for the committee to approve this expense from the catering account.

Moved by Robert A. Johnston

Seconded by Dave Bennett

That the Recreation Committee approves reimbursing Val Miller \$106.45 from the catering account for the cost of Soup Bowls & Mugs.

**Carried**

Val Miller asked for permission to purchase a commercial meat slicer for the kitchen to carve the roast beef for the Harvest Supper. She has a price of \$642.00 from Hendrix Kitchen Supply. Chair Marg Whyte said that she has a commercial meat slicer and offered it to the committee for whenever it was required. Her slicer is what has been used in the past for the Harvest Supper and if a second one is required she can ask to borrow from a friend. The committee agreed that with all the upcoming kitchen expenses with the expansion that a purchase of this kind should be put on hold. Dave Bennett noted that good gently used commercial kitchen items can be found on Kijji at greatly reduced prices all the time. Val agreed that she would wait for committee approval before purchasing any more items for the kitchen.

### **CEMC Luncheon –**

Val reported that they have an upcoming event to cater on Oct 30 for the Emergency Management Conference. They expect 75 people, a potential \$750.00 in catering revenue. The menu is roast beef sandwiches & soup.

### **MAINTENANCE ISSUES**

### **DAVE BENNETT, CHAIR**

#### **Dinted Corner Post on Rink Roof –**

Dave Bennett said that he would repair the corner post by Nov. 30, 2013.

**Dishwasher** – Dave will temporarily install for the Harvest Supper.  
**Furnace** – Dave Bennett noted that it's time for the furnaces to have their yearly check-up. Kathleen will arrange for this to be done.

#### **EXPANSION UPDATE**

Dave Bennett reported that the Building Expansion is moving along very well. He is making arrangements for the Plumbing and Heating. He expects that the floor will be done by the 3<sup>rd</sup> week of Nov. Nathan Corbin has volunteered to do the plumbing in the new area.

#### **SPORTS SUB-COMMITTEE**

**STEVE OSIPENKO, CHAIR**

##### **Volleyball update**

Kathleen Rogers reported in Steve's absence that the Renfrew league that he is in will not be moving to Horton.

##### **Emergency Measures Budget**

Finance Manager Jennifer Barr has addressed this with CEMC Steve Osipenko.

#### **BAR SUB-COMMITTEE**

**RALPH MILLER, CHAIR**

##### **Visa for Security deposits-**

Finance Manager Jennifer Barr is looking for the report which addresses if this could or could not be done. She is checking with colleagues that attended the same conference.

#### **PUBLIC RELATIONS**

**ANN LIMLAW, CHAIR**

##### **Rink Board Advertising-**

Ann Limlaw reported that she has received all correspondence from Kathleen Rogers regarding this effort and will do follow ups with everybody that a letter was sent to, so we can get signage on the boards before this skating season.

Jamie Holmes asked when we were going to erect a thermometer at the community centre to track the Building Expansion Fundraising. Kathleen noted that we need someone to build it. Ann said that this is a task that she would take care of. Jamie also noted that he would like to see the thermometer in this week's Horton Corner. Ann said she would speak to Stephanie Jamieson about creating a template for the paper. She will get exact fundraising numbers from Kathleen Rogers.

#### **ENTERTAINMENT SUB-COMMITTEE**

Kathleen Rogers reported that the following bands have been booked for the Dances:

- October 18 – Ray Kholsmith & Friends
- November 15 – Brysonairres
- December 13 – Christmas Dinner – Fifth Street
- January 17 – The Douglas Connection

##### **SOCAN**

Robert Johnston asked if we had been contacted by Socan. Kathleen Rogers reported that yes we had and that we now have to pay fees on all our dances and any event that uses music of any source. We were able to agree on a group fee rather than pay for each activity, provided we don't make more than \$15,000 in revenue for all our activities. Jennifer and Kathleen will figure out the exact fee, a rough guestimate looked like we would pay \$185.00 for 2013. If we hold a large musical event we will have to arrange for a special event form and we will be required to pay 3% of gate sales. This will go for all organizations that host their own fundraisers at our site, the Promoters are required to pay.

## 8. OTHER BUSINESS –

### **EUCHRE-**

Arnold Dickson reported that he had a suggestion from Norman Eady that we purchase another plaque for Euchre winners. Presently we only have one and as euchre is always won by a gentleman there are no ladies acknowledged. He would like to see a men's and ladies plaque. Arnold will get a quote on one. Kathleen will check with Janet Collins as she said she had some old trophies and plaques to be recycled we just have to purchase new name plates.

### **RINK - Attendants or Tenders**

Chair Marg Whyte asked for the committee's thoughts on hiring Rink Attendants for this year or contracting it out. The committee requested that we try to round up volunteers first. Put an ad in the paper ASAP and see what response we get. We will discuss results at next meeting. Kathleen noted that she will put in ad but they will be rushing to have things in place for December should they decide to tender out or hire staff. She requested that the Fire Department start flooding as soon as the cold weather hits as she would like to see the rink ready for Christmas if Mother Nature allows. She is already calls for rentals.

### **RINK- JUMPSTART**

Recreation Program Manager Kathleen Rogers reported that she and Marg Whyte had the pleasure of meeting with a representative from the Jumpstart program organized through the Canadian Tire Corporation. There is potential programming money to be obtained for our Children's Hockey program by applying for the present round of Grants. The deadline is Nov 14<sup>th</sup> and if we are doing our registration in the fall of 2013 we would be eligible to receive funds. Kathleen requested permission to submit a proposal.

Moved by Arnold Dickson

Seconded by Robert A. Johnston

That the Recreation Committee recommends that Kathleen Rogers submit the JumpStart Funding application for this year's Children's Hockey Program.

**Carried**

### **CARETAKER**

Kathleen Rogers reported that our Caretaker has resigned as he has found full time employment. Dave Bennett and his workers have been volunteering their time to setting up and tear down for all activities during the interim. If they are willing to keep doing this could we take the monies we would pay the caretaker and donate it to the Building Expansion Fundraising Fund?

Moved by Robert A. Johnston

Seconded by Arnold Dickson

That the Recreation Committee recommends having Dave Bennett's Employees continue to volunteer their time to set up and dismantle the hall for activities and have all Caretaker salary payments directed to the Building Expansion Fundraising Fund.

**Carried**

### **BOAT LAUNCH – Resident request**

Marg Whyte noted that we had a suggestion from a resident after receiving a fine at the boat launch while retrieving their boat at the end of the season. They put their boat in the river in the spring and retrieve it in the fall as they live on the river. It was suggested that we offer free passes to those who live on the river and are in this situation. Kathleen Rogers explained that the cost to implement such a program would be significant and time consuming. She noted that in the two year period that we have run the new system at the boat launch she has received only 2 complaints

for the same reason and each time the ticket for the resident was forgiven when brought into the office and explained. Mrs. Rogers told the resident that we have a parking pass system in place and a one-time day pass can be purchased on line via the townships website [www.hortontownship.ca](http://www.hortontownship.ca), at the Horton Township office and or at the boat launch site for only \$7.00. We implemented the fees to assist us in covering the maintenance and operating costs. We also now have a portable toilet at the boat launch and are planning to build a pump house and permanent washrooms. The committee agreed that we will continue with the present system.

#### **Outstanding Fines**

Kathleen Rogers noted that out of all the fines issued this past summer only 15 remain unpaid. The compliance has been tremendous.

#### **TRILLIUM GRANT**

Chair Margaret Whyte reported that we are applying for a Trillium Arts & Culture Grant to build a larger stage, stage curtains and sound and lighting equipment to support Performing Arts. We need to get letters of support to show that we are in need of a larger stage and that there will be programming and usage created if the facility is present. Kathleen Rogers will contact Melissa Friske, Dance Instructor, Cheryl Keetch and Kathryn Lindsay of the Bonnechere River watershed project and Ish Talhiemer from the Stone Fence Theatre. We also need to acquire quotes for Curtains, Sound and Lighting Equipment. We are looking for approximately \$45,600.00.

**10. NEXT MEETING DATE – WED., November 20, 2013 at 6:30 P.M.**

**11. ADJOURNMENT**

Moved by Val Miller

Seconded by Barb Dickson

That this Recreation meeting be adjourned at 7:55 p.m.

CARRIED

---

CHAIR

---

SECRETARY