

THE CORPORATION OF THE TOWNSHIP OF HORTON  
**Recreation Committee Minutes**  
Monday June 2, 2014

There was a Meeting of the Recreation Committee held in the Municipal Council Chamber on Monday June 2, 2014. Present was Chair Robert Kingsbury, Dave Bennett, Val Miller, Robert A. Johnston, Barb & Arnold Dickson, Ralph Miller. Staff present was Kathleen Rogers, Recreation Program Manager and Treasurer Jennifer Barr. Absent was Steve Osipenko and Mayor Don Eady.

**1. CALL TO ORDER**

Chair Kingsbury called the Meeting to Order at 4:00 pm

**2. DECLARATION OF PECUNIARY INTEREST**

There was none.

**3. ITEMS TO BE ADDED TO AGENDA AND ADOPTION OF THE June 2, 2014 AGENDA.**

Chair Kingsbury noted that he had an item to add to the agenda.

Moved by Robert A. Johnston

Seconded by Dave Bennett

That the agenda for the June 2, 2014 Committee Meeting be adopted.

CARRIED

**4. MINUTES OF April 9, 2014.**

Chair Kingsbury asked the Members to review the Minutes from the last committee meeting previously approved by Council and report any errors or omissions. Ralph Miller noted that he was not present at the last meeting and that he asked councillor Kingsbury to bring his concerns to the meeting. Kathleen Rogers will amend the minutes to reflect this.

**5. FINANCIAL STATEMENT**

The committee reviewed the financial statement with Treasurer, Jennifer Barr. There were no items of concern. Chair Kingsbury commended the recreation committee and all other volunteers involved for their fundraising efforts. The Hall Expansion net revenue presently sits at \$18,897.00. Councillor Kingsbury thanked all involved for their fundraising support.

**6. DELEGATIONS**

• **EXPANSION UPDATE – DAVE BENNETT**

Dave Bennett reported that

- The pieces for the hand rail and the handicap ramp the steel has been cut out but still need to be assembled.
- The green stage curtains will be put up this week.
- The kitchen counters have been fabricated but still need to be painted and the ceramic tile top needs to be done. Treasurer Jennifer Barr confirmed that an invoice of \$1400.00 will be coming from Marshalls to pay for the new kitchen counter being made by Marshalls. This will come out of the catering account, as this was previously approved by council.
- The tile needs to be finished along the front of the stage. Dave will have this completed when Calvin Bertrand is working back in the area. The weather stripping on the roll up stage door needs to be repaired by Garnet Headrick. Dave will contact Garnet on this issue.

- Heating – Infrastructure Report

Dave Bennett noted that he is Chair of the Building Expansion Committee and he reports to Council. He asked if he was to answer to the Infrastructure Committee for items already approved by council. We have an approved budget of \$9,500.00 - \$10,000.00 for the heating at the Community Centre. We have the one quote from Jim Hubert and we can go ahead with it now or we can wait and request 2 more quotes.

He does not foresee us having any issues over the summer with the existing heating and cooling for the hall. We will need to get organized for the fall. He still needs to meet with Halliburton Wind and Energy regarding our wind and solar inquiry.

If the PC Party is in power following the June 12 election, they will not support our plan for green energy so we will have to go ahead with plan the original heating plan and quote from Hubert Heating.

Jennifer Barr noted that if we wait and have to go back to Council that we have a limited amount of meetings over the summer / Election time. Dave said that he would give us the specifications and we can type them up in the office so we may get two more quotes.

## 7. BUSINESS ARISING

### SECURITY CAMERA'S

Kathleen Rogers reported that she met with Terry and another worker from Noron's at the Community Centre. He reprogrammed the security system so it works properly now. Terry said that he would be in touch this week to install the new security cameras. Four cameras will be installed down in and around the the rink building with the monitor being located in the canteen room and the other four camera's will be located at the community centre.

### BOAT LAUNCH – KIOSK, DOCK

Kathleen Rogers reported that Steve Osipenko was working and unable to attend the meeting. He is getting pictures of kiosks at three different boat access locations to present with his quote. He has not presented a quote yet.

### BOAT LAUNCH DOCK

Dave Bennett asked if repairs have been completed on the existing dock. Kathleen Rogers reported that the dock is in the water but the repairs have not been completed. Rod Eady said that Public Works staff will change the burnt boards. The bumpers have not been put on the dock. Kathleen recommended that we put on permanent bumpers as tied on ones will just disappear. It was previously recommended to put old tires on but that they may leave marks on boats. Dave Bennett reported that he has non marking material left over from another job that he would put on the dock. He will check his supplies and report back to Kathleen.

### FISHING DOCK

It was recommended that we install a new dock this year and move the old dock down towards the bridge for a fishing dock. This would assist in keeping the main boat launch dock clear for docking of boats for while launching and leaving the waterway. Dave Bennett built a new dock for volunteers to use during the children's fishing derby last summer and was

asked to provide the Recreation Committee with a quote on what it would cost to purchase.

Chair Kingsbury expressed his concern that the Infrastructure Committee has commented on Recreation Committee activities. The Recreation Committee members are also offended that The Infrastructure Committee is reviewing jobs, projects and new items for the Recreation Committee to complete.

#### HYDRO GRANT APPLICATION

Kathleen Rogers reported that she is working on the Hydro Grant application and has requested letters of support from Melissa Friske, The Bonnechere River Watershed Group and Ish Thalheimer and the Stone Fence Theatre Company. Kathleen will be reviewing her application with Michael Barber from the County of Renfrew Public Relations Department. She has received one letter of support from Kathryn Lindsay of the Bonnechere River Watershed project.

#### ELEVATOR INSPECTION

Kathleen is waiting for a follow up call from the Elevator Inspection Company and Dave Bennett has recently operated the chair lift and reported that it was operating properly.

#### PUBLIC RELATIONS REPLACEMENT

Chair Kingsbury asked Kathleen if she has had any response from the person interested in taking on the role of Public Relations person on our Recreation Committee. Kathleen Rogers said she has left a message but that she has not returned her call.

#### BOILER IN ZAMBONIE ROOM

At one time Jim Hubert had offered to install the boiler purchased for the Zamboni room free of charge and rink building at the time of purchasing the tank, Dave noted that we do not require a reserve tank. Dave Bennett will speak to Jim Hubert and see if he will still install as per original agreement.

#### ELECTRICAL PLUGS AT RINK

The electrical plugs required at the rink for the ultra-sonic bird devices at the rink will not be installed as there is no money in this year's budget and the benefit from these devices is questionable.

#### HEATHER PICARD FUNDRAISER - CHANGE TO JULY 26

Kathleen Rogers reported that she met with Heather's family. Heather is doing well and holding steady anxiously awaiting her transplant. They are now in their apartment in Toronto city across from the Hospital. Her condition has become more critical. She is a higher priority on the waiting list. Plans for the fundraiser are well underway. Kathleen reviewed with the ladies today when they viewed the hall. A floor plan has been drawn up for the event set up. They are looking for silent auction donations; they can be left here at the office. Tickets are \$10 each and are also available here at the office.

FUNDRAISING –

- Murder Mystery - May 3 – A profit of \$1501.47 was achieved.
- Walkathon Mother's Day May 11 – \$ 6000.00 was raised.
- Donor Recognition – has not yet been completed.
- Horton Outdoor Event – A committee is forming - We need to set date for a meeting. Chair Kingsbury will get back to Kathleen with a date and time.

CANADA DAY – a meeting date was set for Monday June 9<sup>th</sup> at 10 am.

DANCES –

May 16, Heritage Country & Dennis Harrington, The turnout for the May dance was great. Kathleen has made more tickets for the June dance as it was reported that many people expressed interest in returning for this dance.

- June 20, Buck Fifty
- Sept. 19, Mike Fahey, Peter Dawson \$500
- October 17- The Countrymen  
November 21, Lorne Daley \$500  
December 12 – TBA

8. OTHER BUSINESS –

- HALL RENTAL CANCELLATION MAY 2, 2014 – REFUND

The community centre was rented for an event on May 2. The Renter cancelled one day prior to the event, the renter had already posted a change of venue for their party by Thursday night May 1st. Chair Kingsbury requested we issue a full refund to the renter as we do not have a cancellation policy in place and Kathleen Rogers reported this was the first time we have had an issue of no notice and suggested we implement a cancellation policy.

- NEW HALL CANCELLATION POLICY –

It was proposed that we implement a formal cancellation policy into the Community Hall Rental Agreement.

Kathleen Rogers gave an example of another Municipalities agreement that requires a 50% non-refundable down payment. It was suggested that if a person cancels 30 days or more that they get a full refund as we may have the opportunity to rebook the date. If they cancel 14 days or less that the down payment is retained. The chances of renting in that short period of time are slim. The down payment fee was suggested to be \$100.00.

Moved by Arnold Dickson Seconded by Robert A. Johnston
That Council on recommendation of the Recreation Committee authorizes the following revisions to the Community Centre Rental Agreement:
<ul style="list-style-type: none"><li>• Event is considered RENTED when a deposit of \$100.00 of the rental fee or full payment is received at time of booking</li><li>• In the event of a cancellation, if notice of cancellation is received 14 days prior to the event date, the Township will return the \$100.00 deposit fee.</li></ul>

Carried

- SPI – CANCELLED CONTRACT

Kathleen Rogers reported that SPI who do all of our inspections on the Fire Suppression System for the kitchen stove hood and our fire extinguisher, are cancelling their contract with us as they are closing their Ottawa office. Layman Fire & Safety, do the inspections at the office and fire hall so we will ask them to do Community Centre and Rink Building at the same time.

- SCOTTISH FESTIVAL STAGE REQUEST – JUNE 22

Kathleen Rogers read a letter to the Committee from co –chairs of the Scottish Festival Boyd and Rose Ann McLaren. They have requested permission to borrow the old portable stage for the Scottish Festival.

It was discussed amongst the committee members and they agreed that they are welcomed to borrow but that a few items needed to be addressed first. That McNabb Braeside Public works staff will pick up and drop off. Dave Bennett noted that large steel support feet need to be welded to the four corners to keep it from sinking into the ground. He asked that we get Dave Radke from Public Works to do this and recommended that he go to Marshalls and pick up some scrap steel to make the support feet. They will also need 4 ratchet tie down straps to assist with support as it is usually mounted to a solid wall or structure.

We will draft a letter for conditions of use.

- RINK SPACE RENTAL FOR 1 WEEK

Recreation Committee Member Dave Bennett requested permission to rent the covered rink space for one week to wash down, rinse and dry his tents as he needs a protected space for them to fully dry and under the rink roof would be perfect.

Valerie Miller proposed that we give Dave the space for always donating his tents free of charge to Recreation for the recent walkathon and numerous Canada Day and Remembrance Day services. Recreation Program Manager Kathleen Rogers recommended that we have Dave clean the rafters of bird feces while he is cleaning his tents in exchange for using the space. Dave agreed that he would be willing to do this and the committee agreed to permit Dave Bennett to use the rink area.

- INCREASE IN JANITORIAL WAGES TO \$15 PER HOUR FOR RILLA ST. MICHAEL.

Chair Kingsbury received a request from Janitor Rilla St. Michael to increase her hourly wage from \$12.00 to \$15.00 effective June 1, 2014. The committee agreed.

Moved By Robert A. Johnston  
Seconded by Barb Dickson

That the Recreation Committee recommend to Council, to agree to increase the rate of pay for the janitorial work at the Community Centre from \$12.00 per hour to \$15.00 per hour effective June 1, 2014.

CARRIED

9. NEXT MEETING DATE – WED. June 25, 2014 - 4 PM

10. ADJOURNMENT

Moved by Arnold Dickson

Seconded by Val Miller

That this Committee Meeting be adjourned at 5:00 p.m.

CARRIED

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CHAIR

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RECREATION PROGRAM MANAGER