

THE CORPORATION OF THE TOWNSHIP OF HORTON  
**Recreation Committee Minutes**  
DEC 10, 2014

There was a Meeting of the Recreation Committee held in the Municipal Council Chamber on Wednesday December 10<sup>th</sup>, 2014. Present was Chair Robert A. Johnston, Mayor Robert Kingsbury, Dave Bennett, Val Miller, Barb Dickson, Arnold Dickson & Ralph Miller. Staff present was Kathleen Rogers, Recreation Program Manager. Absent was Vice Chair Glen Campbell and Sharon Bennett.

**1. CALL TO ORDER**

Chair Robert A. Johnston called the meeting to order at 7:00 pm

**2. DECLARATION OF PECUNIARY INTEREST**

There was none.

**3. ITEMS TO BE ADDED TO AGENDA AND ADOPTION THE November 19, 2014 AGENDA**

**Ralph Miller requested adding to the agenda under other business an “in House Chef”.**

Moved by Barb Dickson

Seconded by Arnold Dickson

That the agenda for the December 10, 2014 Committee Meeting be adopted.

CARRIED

**4. MINUTES OF NOVEMBER 19, 2014**

The Committee reviewed the November 19, 2014 Recreation Committee minutes previously approved by council. There were no errors or omissions noted in the minutes. Ralph Miller noted that the exterior door next to the kitchen requires an adjustment as it is not catching to lock unless it is slammed shut. Kathleen Rogers will arrange for this adjustment to be made.

**5. JANITOR/CARETAKER TENDER**

Recreation Program Manager Kathleen Rogers opened the sealed Cleaning Tender REC 2014-02 submitted by Daryl and Kate Mathieson at \$23.00 per hour. It was the only tender received. The committee discussed the tender requirements and wanted some statistics on how many hours were spent cleaning the hall in the past two years by the former cleaner and Dave Bennett will provide the number of hours spent by the caretaker for the past year to set up and tear down the hall. Kathleen Rogers will compile the other statistics. The committee set a date of December 22 at 4 pm to meet to further discuss and review the tender package completely and to review the records for 2012, 2013 and 2014.

It was noted that we need to arrange for someone to ensure that the community centre parking lot is plowed early on Saturday Mornings prior to the hockey participants arriving at 7:30 or 8 am. We also need to ensure that the snow is not plowed up to the rink creating a snow bank but to be swept clear to the back of the lot. It was noted that even after a heavy snowfall that the parking lot is one of the last places cleaned out as the main roads are a priority. Arnold Dickson said that he could come and grab the small plow truck to remove the snow on Saturday mornings.

## 6. FINANCIAL STATEMENT

The committee reviewed the financial statement. Ralph Miller asked exactly how much debt was remaining to pay off the Rink Roof. Kathleen Rogers will get the exact numbers from Treasurer Jennifer Barr.

Moved by Arnold Dickson

Seconded by Barb Dickson

The recreation committee approved the December 10, 2014 Financial Statement.  
CARRIED

## 7. DELEGATIONS –

- BOILER IN ZAMBONIE ROOM- UPDATE

Dave Bennett noted that all of the required piping has been installed underground for the propane hookup. Jim Hubert will hook up the Boiler in the Rink Building, Nathan and Randy Corbin will hook up the required plumbing and Barriers will need to be installed to protect the new boiler. This job is to be completed by December 15, 2014.

- BOILER AND HEATING, IN COMMUNITY CENTRE- UPDATE

Dave Bennett noted that Jim Hubert will hook up the Boiler and in floor heating system for the new addition to the Community Centre, Nathan & Randy Corbin will do the required plumbing and Stinson's will carry out an inspection of both buildings prior to hooking up the new propane supply tank. This job is also to be completed by December 15, 2014.

## 8. BUSINESS ARISING

- UPPER MEETING ROOM

Kathleen Rogers noted that we need the upper meeting room painted before the beginning of the next dance session of January 10, 2015. Barb and Arnold Dickson have volunteered to paint and Kathleen will get the paint from Lockwood's. The room is 40 x 22 and we will paint it white. We will need ceiling and wall paint.

- RINK – Volunteers & Risks Manual

Kathleen received an email from Doug Wiseman from Municipal Risk Services regarding a new manual on Risk & Liability for Rinks. The book is \$89.95 plus \$13.50 shipping plus HST. She recommended to the committee that it would be a good resource for the skating rink. They also have one for toboggan hills, but this is not something that we have at this time. The committee agreed that it would be a good resource.

Moved by Dave Bennett

Seconded by Arnold Dickson

That the Recreation Committee recommends to council that we purchase the Risk and Liability Manual for Rinks from Municipal Risk Services Limited for \$89.95 plus shipping and HST.

CARRIED

## RINK HOSE

It was noted that we need a new hose for flooding the rink, one that won't absorb water like the existing fire hose does. It was recommended that the new rubber hose be 200' long with a 1" nozzle.

Moved by Ralph Miller

Seconded by Arnold Dickson

The Recreation Committee recommends to Council that Marshalls purchase a 200 ' rubber hose with a 1 " nozzle to flood the rink on behalf of the Township from Industrial Solutions, as his company can get a better price.

CARRIED

- CHRISTMAS CRAFT FAIR Dec 5

Kathleen Rogers reported that we had a craft fair on December 5, 2014. We had a poor turnout but we did give away a number of Door prizes donated by the participating vendors. All vendor tables were prepaid in advance and revenue from this event was \$457.00. Advertising costs still need to be deducted from this. It was recommended that we change the name from Ladies Night Out as several men would have accompanied their wives but was hesitant that they would be turned away as they are at the Renfrew Girls Night Out event.

- DANCES

The upcoming dance dates and entertainment are; December 12 – Buck Fifty, January 19 - Guy Jamieson, February 19 – The Countrymen, March 20 – The Brysonaires, April 17 - The Douglas Connection and May 15 – Dennis Harrington.

We need to start advertising in Horton Corner and in the Mercury Community Events, plus the My FM coming events.

- CHILDREN'S CHRISTMAS PARTY – December 14

Kathleen reported that the Children's Christmas Party was being organized by Jen Fortin and Penny Jamieson. The Horton Fire Fighters Association donated \$100.00 to the event.

- JOHN LANDRY SHOW/DINNER – Cancelled

Kathleen Rogers noted that the John Landry Show was cancelled by the promoter due to the low number of ticket sales.

- CHRISTMAS STAFF/VOLUNTEER APPRECIATION DINNER DEC 19

Kathleen Rogers reported that the invitations have been mailed to the Dec 19<sup>th</sup> Volunteer and Staff Appreciation party. Kathleen and Chair Johnston need to sit down and discuss which group will be recognized. Chair Johnston will thank all volunteers in his address.

- CHILDRENS HOCKEY

Kathleen noted that Children's hockey will start January 10<sup>th</sup> and that we will have at least 24 children registered this year and we have been successful in receiving \$3000.00 from Jumpstart which ensures that all children can play. A portion of this money will be used to purchase new Jerseys for the program.

- DANCE with Melissa

January 10<sup>th</sup> will be the start of the Dance with Melissa Program.

9. **OTHER BUSINESS –**

**IN HOUSE CHEF**

Ralph Miller would like the committee to meet to discuss the possibility of hiring an in house chef for the community centre. He would like Kathleen to compile the information he presented at the last meeting regarding rates from other facilities for this meeting. We will also review the rental agreement, we need to stress that no beverages are allowed to be brought into the hall. **A meeting was set for January 7 at 7 pm.**

**We will have a meeting to address the Fees and Charges at the same time as the Cleaning Tender review on Dec 22, 2014 at 4 pm.**

**LINE DANCING**

Val Miller reported that she had been approached by Val Penno who teaches line dancing in our facility. She is facing declining enrolment and had only seven people in her last class and has requested a reduced rental fee for her line dancing contract. She presently pays \$40.00 a night and has the hall from 4 – 8 pm every Monday night for 8 to 10 sessions. Dave Bennett noted that there is a minimum of one and a half hours of cleaning after each line dancing session to clean the black marks off the floor after each session. Kathleen Rogers noted that we are not making any money but we are providing a space to encourage active physical fitness. Dave Bennett suggested we reduce the fee for the next 10 week session only to allow Val the opportunity to increase her enrolment.

Moved by Dave Bennett  
Seconded by Val Miller

That the Recreation Committee reduces the fee for the line dancing hall rental by 50% for Val Penno reducing the fee from \$40 per night to \$20 per night for the next 10 week session only, it will then return to the previous agreement.

CARRIED

**BUDGET 2015**

This was postponed and will be discussed after the December 22, 2014 meeting to discuss the janitorial tender.

**REC COMMITTEE – Moving Forward – New Members**

Val Miller requested that we advertise in Horton Corner for two new committee volunteers to fill two vacancies on the recreation committee. Val wanted to know who interested people should contact. It was recommended that they contact the Recreation Program Manager Kathleen Rogers.

**GRANTS**

Kathleen Rogers noted that we have two grants to apply for and we need to discuss ideas, they are both due in January. She asked the committee to come up with some suggestions, it was noted that a major obstacle for seniors is transportation to and from our facility for events. It was suggested that we look at having a dealership donate a van. This comes with other issues such as a driver and Liability and insurance issues. It was noted that we support Sunshine Coach. Sunshine Coach or taxi is the only options available for now.

Kathleen will do more research on the two grant application requirements.

**10. NEXT REGULAR RECREATION MEETING DATE**

The Members agreed to set the date and time for the January Regular Committee Meeting at the January 7<sup>th</sup> 2015 meeting to discuss an In-House Chef.

**11. ADJOURNMENT**

Chair Robert A. Johnston declared the meeting adjourned at 9:15 pm

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Chair Robert A. Johnston

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Recreation Program Manager