

THE CORPORATION OF THE TOWNSHIP OF HORTON

Recreation Committee Minutes

February 19, 2014

There was a Meeting of the Recreation Committee held in the Municipal Council Chamber on Wednesday February 19, 2014. Present was Chair Robert Kingsbury, Mayor Don Eady, Dave Bennett, Val Miller, Ralph Miller, Robert A. Johnston, Steve Osipenko, Barb & Arnold Dickson. Staff present was Kathleen Rogers, Recreation Program Manager and Finance Manager Jennifer Barr. Absent was Ann Limlaw.

1. CALL TO ORDER

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

2. DECLARATION OF PECUNIARY INTEREST

There was no declaration of pecuniary interest by Members of the Committee or Staff.

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

There were no items added to the agenda.

Moved by Arnold Dickson,

Seconded by Dave Bennett

That the agenda for the February 19, 2014 Committee Meeting be adopted.

CARRIED

4. DELEGATIONS

There were no Delegations.

5. MINUTES OF JANUARY 16, 2013.

Chair Kingsbury asked the Members to review the Minutes from the last Committee Meeting previously approved by Council.

Recreation Program Manager Kathleen Rogers noted that council has approved the purchase of a 4 Camera Security System for the Rink and Community Centre from Noron Security.

Mayor Don Eady asked Mr. Bennett, if we were still having issues with the abuse of alcohol at the Rink. Dave reported that things are much better and more under control, he may find the odd beer can around on the property but no visible drinking has been witnessed. He has also posted a new sign that says smile you are on camera, which has been helpful along with the article printed in the Renfrew Mercury about our rink and its issues. Dave thanked the Mercury for their Article.

Dave Bennett and Bob Johnston are still encouraging shinny participants to put their \$ 2.00 donation into the box. Kathleen Rogers noted that Council approved the \$2.00 Shinny fee for Fees and Charges. They also approved discontinuing the advance \$8.00 ticket fee for the Country Dances, there will only be the \$10.00 fee. This will help with the new SOCAN Fees that we are required to pay for each event that has music and dancing.

Kathleen Rogers reported that the locks have been changed on the Rink Building and Generator room by Butch & Scott Brown Locksmith. The Generator Room is keyed separately.

6. BUSINESS ARISING

DAVE BENNETT EXPANSION UPDATE

Chair Kingsbury asked Dave Bennett to update the committee on the expansion progress. Dave Bennett noted that the drywall and taping is progressing well in the storage room, stage area and the new kitchen and most of the foyer, with the help of many volunteers. Thank you to Jamey Larone, Glen Campbell, Jim & Pauline Martin, Arnold Dickson, Bob Johnston, Bruce Golden, Lyle Armstrong and the Gang from Marshalls; Martin, Travis, Orville, Allan and Phil.

Dave noted that the hall has been booked out for the week of February 24 to March 4 to cut out walls for the foyer to the kitchen, the doorway between the old and new kitchen, the stage area and the storage room and to move the old storage room doors to the new storage room. Dave has arranged for line dancing, and aerobics to continue but to run up stairs in the meeting room.

They are going to leave an arch and header in the kitchen foyer serving area, and they will have to have electrical disconnected in the stage area wall before they can remove the stage wall.

Dave will set up and expansion meeting within the next 10 days.

STAGE & ACCESSORIES

Dave Bennett reported that he and Glen Campbell have been in contact with Deiter Von Fintel of Deep River to arrange viewing and potential purchase of a stage in an old school building that Deiter owns. Dave Bennett, Bob Kingsbury and Glen Campbell went to view the stage. They also viewed the stage curtains, rods, projection screen and under stage trolleys. They reported that everything is in good shape, the stage can be saw cut and can fit our needs pretty well, it should fit in, it will have to be raised up 6" and Dave recommended that we make an offer of \$3000.00 to purchase everything. Don Eady said that the Front Stage curtains alone could cost \$ 3500.00. It is a tremendous savings for us. Dave and his crew can go and dismantle and reinstall at our location. Dave asked for the committees comments. The committee discussed and agreed that this would be a great deal for us if the offer is accepted.

The committee agreed that Dave could take the \$3000.00 out of the approved Hall Expansion Budget and if we have a shortfall and we need money later on we will have to make a motion to Council. It was recommended that Glen Campbell send a letter to Deiter to purchase the stage, stage doors, curtains, trolleys, and screen for \$3000.00 and that we will remove the stage. Deiter will require a copy of a WSIB # and insurance for people to come on the work site at the Deep River location to remove the stage. Dave Bennett will give his WSIB number and Insurance Certificate for Marshalls.

Arnold asked if the Dishwasher was going to be hooked up for the carnival. Dave said that Valley Automation will be sending us a bill for a service call to tie in the dishwasher.

Dave reported that the Community Centre Rink lights were hot-wired overriding the timers. Dave doesn't know by whom or when. He arranged for Valley Automation to come and take out the timers so the lights will work properly. There will be a bill coming for this. Two of the rink lights need new Ballasts, he is having these replaced Dave reported that a puck ricocheted and broke the lens of one of the rink lights and now we have two lenses to replace. Dave Bennett will do this.

VOLUNTEER TRAINING

WHMIS Training –Volunteers that are helping with the Community Centre Expansion need to have WHMIS training, we need to arrange for another session. Dave Bennett will get a date from Jim Miller and Kathleen Rogers will contact the volunteers to set up the training session.

7. BUDGET & FINANCIAL STATEMENT

The committee members reviewed the financial report along with the 2014 Draft Capital Budget prepared by Finance Manager Jennifer Barr. Jennifer explained the summary of the report to the committee members which included a summary of debt and if we continue on our planned fundraising path and barring any new projects we would be debt free by 2022. She asked for questions from the committee. They had none. Don Eady thanked Jennifer for her hard work and expertise in putting the summary together so the committee could understand it.

Chair Kingsbury asked Jennifer if there were any outstanding items to note in the Financial Report. Jennifer reported that there are very few expenses to date as it is the beginning of a new year. The only item we need to take note of are the utilities, they have tripled. Dave Bennett noted that a lot of this would be due to the Community Centre Expansion and rising heating cost for propane, oil and Hydro.

Dave noted again that he will hook up a meter at the rink so we will be able to determine for our own purposes the amount of hydro that is used for the rink and change rooms.

Robert A Johnston requested that we repost the hours for the rink in Horton Corner as a recent article printed in the Mercury said that the rink closes at 11 pm and this is incorrect as the rink closes at 10 pm and at 9 pm if there are fewer than 5 skaters. They will close the ice earlier if skaters are rude and disrespectful and not paying the \$2.00 fee. Kathleen will repost the rink hours in Horton Corner.

Mayor Eady suggested that we implement a ticket or stamp system to collect for fees and it was determined that this would be difficult as there is not always an attendant present.

FUTURE PROJECTS SUB COMMITTEE

Chair Kingsbury asked Recreation Program Manager Kathleen Rogers how many responses we had to our ad requesting committee members for the Future Projects Sub-Committee. Kathleen said that she received none.

HORIZON GRANT

Kathleen Rogers reported that she and Randy Corbin went shopping at a Restaurant Supply warehouse in Ottawa last month to purchase Steel shelving and counters for the community centre with the remainder of the Horizon Grant Monies. For \$1000.00 they were able to purchase two large stainless steel shelving units with 5 shelves each, a four foot work station and a 6 foot work station and another 6 foot work station with a double sink, plus a trolley. All items are stainless steel. We also received free 10 large baking sheets. She also purchased a Kitchen Aid Food Processor with the remainder of the monies.

RECREATION PROGRAM MANAGER MEETING

Kathleen Rogers Recreation Program Manager, Dave Bennett and Val Miller will meet the 2nd week in March to discuss the Recreation Program Managers position and upcoming events.

CALENDAR OF EVENTS

The Committee reviewed the Calendar of events set for 2014. Val Miller said we need to change the Murder Mystery Date from March 29 to May 3rd. Darlene Joyce cannot do till May. Kathleen Rogers will contact Glen Campbell and Jack Kelly to notify them of the change.

Trivia needs to be organized with Sylvia Giroux, Trivia date is Saturday April 26, 2014. Kathleen will contact her.

Val Miller told the committee that she purchased 4 stools for the catering committee workers to sit on while working in the kitchen as they need to be able to sit. The stools were a very good price and she would like to know if the committee would purchase them from her. Her total cost for the stools was approximately \$70.00. The stools were clearance products but sell regularly for \$70 each. The committee agreed that they would support paying for the stools from the catering account. Val said she needs someone to assemble two of the stools. Kathleen told her to leave them at the hall and staff member Bill Yantha will assemble them.

Kathleen noted that upon her last inspection at the community centre that the stools in the bar were broken and had been repaired. She suggested that Ralph Miller pick up two new stools for the bar as they would be safer than what is presently in the bar. The stools are on sale this week at Canadian Tire. Ralph agreed to pick up two new bar stools.

Val Miller asked Steve Osipenko if they would like some used goalie sticks for the Children's Hockey program, Jacob Miller would like to donate 3. Steve Osipenko said they would gladly accept them.

FUNDRAISING MEETING

March 6th at 4 pm will be the next Building Expansion Meeting followed by the Building Fundraising Meeting. It is requested that all the Recreation Committee members attend the Building Fundraising committee meeting.

CHILDREN'S HOCKEY

Steve Osipenko reported that hockey is going really well, he suggested that for next year we may require a separate time slot for the older children as they have different requirements than the younger children.

8. OTHER BUSINESS –

PERSONAL BEVERAGES-

Ralph Miller asked what our policy is on people bringing in and serving personal beverages at functions when the bar is open. Chair Kingsbury said that if the bar is open the only beverage allowed by the renters is tea and coffee. All other beverages must be purchased from the bar. This includes pop and water. If someone brings a juice box for a young child that would be allowed as we don't sell them from the bar.

VOLUNTEER APPRECIATION NIGHT

Ralph Miller would like us to consider an alternative night for this instead of combining with the Christmas dance. People coming in for the dance complain that they don't have their usual seats available. He suggested a Sunday afternoon for a volunteer recognition event. Mayor Eady said that this is something that we could change and we will consider other options.

QUILT

Kathleen Rogers reported that we have had a beautiful quilt donated by resident Helen Golden. She would like the recreation committee to raffle it for their fundraising endeavors. The committee agreed that they will raffle off the quilt and it will be drawn at the Horton Harvest Supper in October. **Kathleen will make the tickets.**

ADMASTON TWP. REQUEST

Kathleen Rogers reported that she had a request from Admaston councillor Bob Hall to use the Horton Recreation Bleachers that are situated at the Horton Rink for an Admaston Hockey Tournament they are having March 1, 2014. We only have 1 set of Bleachers and they would be frozen into the ground. We are using them right now. Robert A. Johnston a Renfrew Fair Board committee executive member recommended that he should contact Judy Dobec as the Renfrew Fair Board has 22 sets of bleachers. He would have to dig them out and recommended him contacting John A. Burnet to help him move them. **Kathleen will contact Bob Hall and pass along the information.**

Chair Kingsbury noted that the Minutes of the Building Expansion meetings on February 3 and 10 are attached to their packages and asked if there were any questions. There were none.

Ralph Miller, sub chair of the Bar reported to the committee that the Bar Volunteers have worked 1117 total hours in 2013. Ralph worked 422 of those hours himself. **Ralph would like to know what the approximate dollar figure would be if we had to pay for this.** Mayor Eady thanked Ralph for all of his hard work and dedication and for bringing this information to the committees attention, it is very much appreciated and very useful when submitting grant applications.

9. NEXT MEETING DATE

The next meeting will be at Wednesday March 19th 2014 at 4:00 pm in the Municipal Council Chambers.

10. ADJOURNMENT

Moved by Arnold Dickson

Seconded by Steve Osipenko

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

CARRIED

CHAIR

RECREATION PROGRAM MANAGER