

# The Township of Horton Recreation Committee Meeting

July 2, 2015

There was a Meeting of the Recreation Committee held in the Municipal Council Chambers on Thursday July 2, 2015. Present was Chair Robert A. Johnston, , Mayor Robert Kingsbury, Dave Bennett, Sharon Bennett, Barb Dickson, Arnold Dickson, Ralph Miller, Val Miller and Kirby Morrison. Staff present was Kathleen Rogers Recreation Program Manager. Absent were Vice-Chair Glen Campbell and Lane Cleroux.

1. CALL TO ORDER

Chair Johnston called the Meeting to Order at 7:01 p.m.

2. DECLARATION OF PECUNIARY INTEREST

There was no declaration of Pecuniary Interest.

3. MINUTES OF June 4, 2015 COMMITTEE MEETING.

Chair Johnston asked the members to review the last meeting Minutes previously approved by council.

Recreation Program Manager Kathleen Rogers handed out the revised set of draft minutes after they were edited by CAO/Clerk Mackie McLaren.

The committee reviewed and discussed the minutes which were not yet approved by council.

Mayor Kingsbury asked Dave Bennett if he had contacted Vince Pallen to make a railing for the stage steps. This has not been done yet and will be carried out this month.

Mayor Kingsbury asked if we had made any decision on purchasing a used vent less/self-contained fryer unit for the community center kitchen. Dave Bennett reported that we need Councilor Campbell to check the amperage and the Community Centre and report back to the committee.

Ralph Miller asked if a "CAUTION: Hot water" sign had been made and posted in the men's wash room. Kathleen Rogers reported that this would be done.

Moved By Arnold Dickson

Seconded by Ralph Miller

That the Recreation Committee approves the June 4, 2015 Recreation Meeting Minutes.

Carried

4. DELEGATIONS:

There were no delegations

5. BUSINESS ARISING:

• OFFICE RENOVATIONS

Project Manager Dave Bennett reported that the renovations are going well, windows are installed and still need insulation and calking and trim on the interior and exterior. Chair Johnston said that he would finish this. The drywall mudding and sanding was finished at a cost of \$250.00.

The room will be ready to paint after July 13, 2015. Barb Dickson has volunteered to paint; she may pick up any supplies required.

Mayor Kingsbury asked if we were on Budget. Dave Bennett reported that we have spent more on windows and we hired a dry wall contractor to finish the drywall but we have saved \$800.00 by not having to split the office door. We will get an update on the budget when the treasurer returns from vacation.

Chair Johnston will get the used desk from storage and clean it up to ensure there is no damage, mold or mildew or critters. We also need to purchase a new chair for the office, plus a printer and hook up the internet, computer and phones. We need the office ready for September 8th, 2015.

- EXTERIOR WALL MOISTURE

During the office renovations it was noted when the drywall was removed to install the exterior windows that there were issues with moisture on the interior wall. Chair Johnston noted that roof run off and rain water splashes up off the concrete on to the exterior wall. Kathleen noted that water pools in that area after a rainfall, Dave Bennett noted that we need to remove the bench and flower boxes to ensure that proper snow removal can be accomplished and that there is nothing left there to retain the moisture. It was suggested that we install eaves trough to collect the water. It was noted that this may not be enough. We need to address drainage issues. We need to investigate this further.

- DANCE

Arnold Dickson noted that the dance will be Friday, September 18<sup>th</sup> and the band will be Alan Cruise and Cruise'n Country.

- CHANGE TABLES

Recreation Program Manager said that she as checked the price of Change Tables for the Men's and ladies washrooms. Koala change tables were on sale in May for \$300.00 each the can cost up to \$500.00. We would require a budget of \$600.00 to \$1200.00 to purchase these items if not on sale, plus installation costs. We will need to put this in the 2016 Budget.

Ralph Miller asked us to check with our insurance company to see if this would change our liability insurance costs as he was told that this could be a safety and liability issue for us if someone does not strap their child in as required. He also noted that the tables have to be cleaned regularly by the cleaning staff as they can get smelly if not properly cared for.

It was requested that the Program Manager Kathleen Rogers make an inquiry with our insurance company to see if there are any issues, concerns or increases to our insurance premiums for installing the change tables.

- COMMUNITY CENTRE ORIGINAL IN FLOOR HEAT SYSTEM

We have applied for a grant to cover the installation of the in floor heating system and stage curtains. If we are not successful in the application we will have to consider putting this in our 2016 budget. Dave Bennett said that it would cost \$9500.00 to hook up the in floor heating.

- RENFREW FAIR BOOTH

It was requested that Recreation Program Manager, Kathleen Rogers contact Judy Dobec at the Renfrew Armories to arrange for an inside booth for the Renfrew Fair and it was also requested that she contact Vern Barr or Derrick Moseby to get contact to purchase a 4 wheeler to raffle off.

- BOAT LAUNCH BATHROOMS

Discussion ensued on the installation of a washroom at the boat launch it was noted that the washroom and the holding tank needs to be above the flood line and that puts the washroom very close to the entrance and up beside the River Road. We would save money by installing this washroom. Specifications and design needs to be drawn up ASAP so we can acquire three quotes for building a wheel chair accessible washroom. Dave Bennett said that he would have a specifications report for the September meeting.

Kirby Morrison noted that there is a nice washroom located in the Lapass/Beachburg area that we may wish to look at for comparison and design.

We will also have to check with the fire association to see where they are locating their pump house. Mayor Kingsbury noted that we have \$4500.00 available for this project.

- CN TRAIL – SNO GOERS TRAIL MAINTENANCE SUPPORT REQUEST

Recreation Program Manager Kathleen Rogers reported that she has heard back from Andy Kenopic of the Sno-Goers and there is no money for available this year for trail Maintenance.

She did note that she had being talking to a resident of Horton about the trail maintenance and this resident said he had the required commercial equipment to cut the trail and asked if his son could volunteer to cut the trail to complete his required high school volunteer's. The committee liked the idea but was cautioned by Mr. Bennett that any person operating machinery is required by law to have a WSIB #. One can be acquired for a fee of approximately \$80.00. Chair Johnston asked if we would cover the cost of the fee if this person applies for it. The committee agreed that we could cover this cost if one was volunteering to maintain the trail.

It was asked that Kathleen Rogers find out the details on submitting the WSIB application and pass this information along to the interested residents.

Kathleen asked how co-op students are able to work for our Public Works department and was told that the school has a WSIB # for all their students.

- BLUE GRASS BAKE AND CRAFT SALE - APPROVAL AND RECOMMENDATION TO COUNCIL

The committee was in favor of supporting the Horton Quilting Club bake/craft sale at the Horton Community Centre, as they are raising funds for the Recreation Committee and this is not costing the township any money. It was noted by Mayor Kingsbury that a recommendation to council was not required for this event, Chair Johnston agreed.

## 6. NEW BUSINESS

Committee member Ralph Miller asked to add two items to New Business The committee agreed to add Advertising in Horton Corner and Air Conditioners at the Community Centre to the New Business Agenda Item.

- ADVERTISING IN HORTON CORNER

Ralph Miller inquired about the cost of the full AD in Horton Corner. Chair Johnston reported that we have discussed the advertising at length at council and committee level. Kathleen Rogers reported the cost of the entire ad is \$179.55 every two weeks and each department is responsible for paying for the ads that are put in. For example this week's ad is ½ public works and ½ Municipal Office. One will pay \$89.78 and one will pay \$89.77. He asked that more ads be put in to advertise the Community Centre Facility. Kathleen will do this. Kirby Morrison noted that if a department wants an ad placed they have to contact Kathleen to let her know they require something to be advertised and that she needs to be contacted in advance to allow sufficient time for this to be carried out as there are deadlines for advertising.

- AIR CONDITIONERS

Committee member Ralph Miller expressed concern that the new air conditions were being left running when there were no functions in the hall. Dave Bennett noted that the new Air conditioners have a fan on them which just recycle the air in the building and they are left on but the compressors for air are turned off. This is also a nice feature to have for moving the hot air around in the off season, especially since the air conditioners are at ceiling height. Dave noted that the new air conditioners are set at 72 and can be adjusted lower for functions. They will need to be turned on a day before an event to ensure the hall is comfortable. There is a remote control that is kept in a specific cupboard in the kitchen which members are aware of. It was also noted that the air must be kept on for large events such as Canada day or the volunteers in the kitchen could not complete their duties.

- ROAR CONFERENCE

Mayor Kingsbury reported that he and Kathleen attended the Rural Ontario Active Conference last year and that it was a very good conference to attend. He received a lot of useful information and contacts. He recommended that the committee approve Chair Johnston and Kathleen Rogers attending and staying at the conference as activities and networking carry on into the evening.

Moved By Kirby Morrison  
Seconded by Val Miller

That Recreation Committee recommends to Council that they approve registration and accommodation's for Kathleen Rogers for the ROAR conference and that they also approve registration for Deputy Mayor Johnston to attend the Roar conference.

Carried on Division  
Ralph Miller abstained

- GRANTS –

The Lawson Foundation- For Active Outdoor Play  
Letter of Interest need to be submitted by Tuesday July 14, 2015  
This organization will provide a group with up to \$50,000.00 to create outdoor play areas for children. The committee discussed the possibility of erecting a play structure. Kathleen said that she had several examples and pricing for play structures starting at \$10,000.00 – \$50,000.00. It looks like it is a 100% donation. Further investigation will need to be done and a business plan will need to be created before the second half of the application will carry forward.

Moved by Barb Dickson  
Seconded by Sharon Bennett

That Recreation Committee recommends to Council that they approve Kathleen Rogers submitting a letter if interest for the July 14, 2015 deadline.

Carried

#### Horizon Grant

We have partnered with local groups for Senior's Community Grants for our Community Centre. Kathleen Rogers noted that Joanne King of the Senior's Home Support has expressed interest in partnering with Horton Recreation on such grant. She could prepare and submit with our assistance. It was suggested that we apply for more card tables and Round Tables and trollies for the community centre, it has also been noted that our new chairs with arms are not comfortable for some as they catch on their thighs. Kathleen noted that they are also not durable and several are breaking. We now have a connection with a company that provided durable furniture with lifetime warranties. The grant is up to a max of \$ 25,000 but a percentage is required by the organization and the applicant. Past applications have not been much more than \$10,000.00 with Horton's contribution being around \$500.00.

Moved by Ralph Miller  
Seconded by Val Miller

That Recreation Committee recommends to Council that they approve the Township partnering with a community organization to applying for a Horizon Grant.

Carried

#### Green Municipal Fund

The committee reviewed the grant requirements and noted that we would have to give 50% toward the grant and the committee recognized that we do not have the funds available to apply for this grant.

### Ontario Tire Stewardship Grant

The committee and Kathleen will need to do more research into this grant as she just received it today and is not aware of the details or deadlines but it does require that you use Ontario Recycled tires to create products. Kathleen has researched a supplier and received a quote on Rubberized Rink Flooring, for the hallways, washrooms and 4 change rooms of the Rink Change Room Building. The quote received in January 2015 is approx. \$17,000.00. The cost of applying a sealant to the concrete surface would be extra.

Moved by Dave Bennett

Seconded by Sharon Bennett

That Recreation recommends to council to approve Kathleen Rogers applying for The Ontario Tire Stewardship Grant for Rubber Flooring for the Rink Change Room Building if it is 100% covered.

Carried.

- PARKING LOT DRAINAGE

The committee discussed the parking lot drainage issues that were identified in the Capital Asset Management review by Jp2g. Dave Bennett noted that drainage problems were evident at yesterday's Canada Day Festivities at the Horton Community Centre. The rain made much of the parking lot very mucky. Valerie Miller asked how much it would cost to pave the entire Parking Lot. Dave Bennett estimated that it would be in the area of \$235,000 to completely pave the parking lot. This is not in the Recreation Committees present Budget. The committee recognizes that drainage issues at the front of the Community Centre building need to be addressed as there is inadequate sloping away from the building. It has been recommended that the barrier free/Handicapped parking areas be paved and Sidewalks be installed in on both sides of the concrete pad at the front entrance to allow for total wheelchair accessibility from vehicle to the front entrance. Kathleen noted that there is \$13,000.00 in the 2015 Capital Budget to address the drainage issues with \$3000.00 of that for issues at the rink building.

Moved By Dave Bennett

Seconded By Arnold Dickson

That Recreation Committee recommends to Council to approve engaging an engineer to do a drainage contour plan at the Horton Community Centre Parking Lot.

Carried

### 2016 USER FEE AGREEMENT

Kathleen Rogers reported that she had been contacted by Town of Renfrew's Recreation Director Kevin Hill who wished to arrange a meeting with the Chair or Recreation, Robert A. Johnston and the Mayor of Horton, Robert Kingsbury to discuss registration Surcharge for Horton residents.

This agreement will mean that there would no longer be a 20 % surcharge to Horton Residents for the following activities noted in the chart below.

Recreation Committee  
July 2, 2015

	HORTON	Surcharge	Total
Gymnastics	57	20	1140
Kindergym	6	6	36
Core Stretch	4	20	80
Drama	4	16	64
March Break	3	15	45
Cooking Camp	1	15	15
Mosaic Art			0
Babysitters Course	7	10	70
Girls Night	8	2	16
Boys Night	1	2	2
Jumpstart I Can Play			0
Tiny Tots Program			0
ABC / 123	1	4	4
Art Class	1	6	6
Easter Craft	1	4	4
Afterschool Drop In Program			0
Home Alone	3	7	21
Yoga for Preschoolers			0
Mommy & Me	1	10	10
Bodyblast	1	0	0
Highland Dance	2	20	40
Cooking Classes	6	12	72
Bodyworx Memberships	58	11	638
Gentlemens Hockey League	11	0	0
Skate Club	11	0	0
Minor Soccer	80	0	0
Rusty Blades	2	0	0
Sunday Night Hockey	4	0	0
<b>TOTALS</b>	<b>273</b>		<b>2263</b>

There will be increased collaboration of programs and events between Renfrew, Horton, Admaston and Greater Madawaska such as the Canada Day Poster and timing of events to allow people to visit many municipalities' events so they were not overlapping or in competition with each other.

Mayor Kingsbury requested Kathleen to arrange a meeting with Kevin Hill after July 14 to discuss this matter further before taking it to council.

#### CANADA DAY WRAP UP MEETING

A date was set to discuss Canada Day festivities. Monday July 6, 2015. At 4 pm. Kathleen will contact the Committee Members.

7. Next Committee Meeting – September 3, 2015 – 7 pm
8. ADJOURNMENT

Chair Johnston declared the Meeting to be adjourned at 8:45 pm.

---

Chair Robert A. Johnston

---

Recreation Program Manager