

THE CORPORATION OF THE TOWNSHIP OF HORTON  
**Recreation Committee Minutes**  
January 7, 2015

There was a Meeting of the Recreation Committee held in the Municipal Council Chamber on Wednesday, January 7, 2015. 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 and CAO/ Clerk Mackie McLaren. Absent was Vice Chair Glen Campbell.

**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. Budget** – Chair Johnston briefly addressed the committee in regards to the upcoming budget. He noted that we need to carefully review the budget and try to bring it down the best we can. We are requested to come in at 0% but right now we are sitting at 15.7%.

He recommended that the cleaning contract be on a probationary period till September. Then we can reassess our situation. We now have the added expense of cutting the CN trail and may consider setting up a full time position for cutting all grasses on the township properties plus being a caretaker, cleaner and rink attendant. He feels that there is enough work to keep one person employed full time.

**JANITOR/CARETAKER TENDER**

The Mathieson's, Daryl and Katherine arrived at 7:10 pm. They own Clean Tech Janitorial. They introduced themselves and gave a brief history of where they are presently working. The committee reviewed the revised Scope of work which was reduced. The Mathieson's were ok with the revisions and will use green cleaning products to clean the community centre. Katherine has provided proof of WSIB coverage and will produce proof of insurance coverage and ensure she has \$1,000,000 liability insurance. They are available to start immediately and would be able to set up for Fridays events. It was recommended that they use our cleaning machine periodically to keep the batteries charged up and may assists in speeding up the cleaning process when you have two people working together.

Katherine Mathieson confirmed that is is \$23.00 per hour with two people working and ½ of that if only one person is cleaning. Recreation Program Manager Kathleen Rogers said that the cleaners would keep track of their cleaning time and submit a detailed invoice at the end of each month.

Chair Johnston thanked the Mathieson's for their time and said that The Recreation Program Manager will contact them Thursday Morning with the committee's decision.

The Mathieson's left at 7:45 pm

The committee discussed the tender agreement and reviewed any concerns. There were none.

Moved by Ralph Miller  
Seconded by Val Miller

The committee recommends to council to accept tender Rec 2014-02 Janitorial/Caretaking application from Clean Tech Janitorial on a probationary term till September 1, 2015 at \$23.00 per hour.

Carried

### **IN HOUSE CATERING**

Committee member Ralph Miller suggested we review the use of our kitchen facilities and expand our options to include the use of an in house caterer. He feels that we could make good money if we could offer catering options to those who are planning large special events. The committee noted that we presently offer catering options to those who rent with our volunteer catering committee. Chair Johnston wanted to know what kind of contract is required, how much will it cost us and how much do we pay the chef. Ralph Miller noted that the chef would hire their own staff, purchase and prepare all foods and pay staff of 4 or five people. The committee discussed the reasoning behind the request and agreed to put an ad in the paper requesting interested parties to submit their interest.

Moved by Ralph Miller

Seconded by Arnold Dickson

That Horton is considering catering events and is looking for submissions for an In House Chef for large events, Weddings and Anniversaries ect. at the Horton Community Centre with letters of interest to be submitted to Recreation Program Manager Kathleen Rogers.

Carried

4. **NEXT REGULAR RECREATION MEETING DATE** – Monday, January 12<sup>TH</sup>, 2015 AT 7 PM.

### **5. ADJOURNMENT**

Moved by Barb Dickson

Seconded by Val Miller

The Chair Robert A. Johnston declared the meeting adjourned at 8:25 pm.

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Chair Robert A. Johnston

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Recreation Program Manager