

The Township of Horton Recreation Committee Meeting

February 12, 2015

There was a Meeting of the Recreation Committee held in the Municipal Council Chambers on Thursday February 12, 2015. Present was Chair Robert A. Johnston, Vice-Chair Glen Campbell, Mayor Bob Kingsbury, Dave Bennett, Lane Cleroux, Barb Dickson, Arnold Dickson, Jen Fortin, Ralph Miller and Kirby Morrison. Staff present was Jennifer Barr, Treasurer/Tax Collector (for budget review) and Mackie McLaren, CAO/Clerk.

1. CALL TO ORDER

Chair Johnston called the Meeting to Order at 7:00 p.m.

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 OF AGENDA

There were no additions to the agenda.

4. MINUTES OF JANUARY 12, 2015 COMMITTEE MEETING

Mayor Johnston asked the Members to review the last meeting Minutes

5. DELEGATIONS:

No delegations appeared before the Committee.

6. BUSINESS ARISING:

CN Trail Gates

Dave Bennett reported that the gates for both sides of the trail at the Lime Kiln Road crossing have been installed and work is progressing on the Whitton Road crossing.

Rink Hose

Dave Bennett reported that the new flooding hose has been received. It is heavier than anticipated. Needs to have a booster wheel set up to assist in rolling the hose out and in.

Stage Lift

Dave Bennett reported that he is meeting with the installer on site next week.

Pancake Supper

The CAO/Clerk reported that he had posters to hand out to Members to put up and passed them out. He will check with Val Miller to make sure arrangements are in place for volunteers.

Hockey Tournament

Chair Johnston said he believes that the tournament was a success.

Budget Review – Operating

Jennifer Barr, Treasurer/Tax Collector was present. The Members reviewed the draft 2015 Operating Budget. Currently the draft budget is at \$127,058 or 7.12% increase over last year. After review of the draft budget the members removed \$5,668 reducing the amount of \$2,777 over 2014 budget or 2.2 % which the Members considered to be satisfactory.

Recommendation – 2015 Rink Wages – Hall or Rink Roof?

Dave Bennett explained that the volunteers have maintained the rink this winter and the budget savings should be transferred to the building expansion fundraising program as it was last year. Jennifer Barr said a new resolution is required.

Moved by Dave Bennett, Seconded by Arnold Dickson that the Recreation Committee recommend to Council that the donated wages for rink maintenance go towards the Building Expansion debt.

Carried.

10 Year Capital Forecast

Ms. Barr informed the Members that the review of the 10 year Capital Forecast could be put off to a future meeting. The Committee Members set out the 2015 Capital Program at their last meeting. The remaining 9 years will have to be approved before year end. The Members agreed.

Winter Carnival

Mayor Johnston welcomed Bruce Murdoch to the meeting. Mr. Murdoch chaired the Carnival Sub-Committee for the past three years. He had asked Mr. Murdoch to attend this meeting.

Mr. Murdoch said that he was invited to the meeting but wasn't told the purpose of his attendance and he didn't have the final report with him. He said that the number of attendees was similar to last year. He has all the information on the number of participants to activities. Chair Johnston asked him to come to the next meeting with his report.

Mr. Murdoch said in following the budget discussion earlier in the meeting, he was surprised to learn that there was \$1400 for Carnival expenses in the draft budget. He asked if this was seed money or to cover expenses. Jennifer Barr said this is the expenses budget for the event.

Mr. Murdoch said he always had a difficult time in getting cash to operate the event. The confusion is a financial nightmare. He added that there are always expenses that he doesn't see that are added against the event. He can't understand why there is this discrepancy with his figures after the event. There wasn't enough small coin or bills for floats at certain events.

Jennifer Barr said she will print off the detailed General Ledger for the Carnival which will show all the revenue and expenditures. Mr. Murdoch will pick it up.

Mr. Murdoch asked why wouldn't the township look after the money and leave the sub-committee members to do the programs. He said there were issues with cash floats at this event. He asked what the Township's commitment to the Carnival was.

The CAO/Clerk suggested that Mr. Murdoch sit down with staff to review all the financial data for the event over the past few years. He agreed.

Mr. Murdoch noted that they need a bigger committee to run the Carnival. They need to know what support there is from the Township and as Chair he should have been informed about the \$1400 expense budget.

Chair Johnston thanked Mr. Murdoch for his information and leadership of the event.

Fundraising – Pancake Supper – Tuesday Feb 24

The Members asked who was organizing this event. It was noted that Val Miller and Kathleen Rogers were. They asked if the volunteer help had been arranged. The CAO/Clerk will contact Val Miller to find this information out.

Dance – February 20, The Countryman

It was noted that the monthly dance will be held Friday Feb 20. Dave Bennett said there are issues with the signage that is attached to the Welcome to Horton signs. It is not being changes soon enough. It was also noted that the sign at the Community Centre is not changed often enough either.

Plaque for Community Centre Quote

The CAO/Clerk reported that the Recreation Program Manager had received one quote for a 1' x 1' metal sign in the amount of \$303.97 including HST. After discussion the following resolution was put forward:

Moved by Dave Bennett, Seconded by Arnold Dickson that the Committee defer the consideration of a plaque until a later date.

Carried.

CN TRAIL – GATE PROGRESS

This information was discussed earlier in the meeting.

7. OTHER BUSINESS

Renfrew Recreation Agreement Update

The CAO/Clerk informed the Members that the Township entered into a new Recreation User Fee agreement in 2014. The amount was \$20,000 for 2014 plus \$500 added each year of the remaining 4 years of a 5 year contract. The 2015 amount would be \$20,500.

He reported that he recently met with the Renfrew Recreation Director who advised that Admaston/Bromley has approved a new agreement and it is different from Horton's agreement and he wanted to give Horton an opportunity to have the same agreement. The difference is that with our current agreement Renfrew charges Horton residents a 20% premium for all programs and services that are run by the town where Admaston/Bromley residents will not.

The Recreation Director said that the cost of Admaston-Bromley's agreement is \$21,000 for the first year increasing by \$500 each year remaining in their 5 year contract. The Director said for an additional \$500 added to the 2015 Recreation Budget (\$21,000), Horton residents will be treated the same as Admaston-Bromley residents and Renfrew residents on program registration fees.

Kirby Morrison said that if this agreement would get one more person healthy and active, the extra cost would pay for itself.

Lane Cleroux said that the administration will be less and he hates to see the ad for Renfrew Recreation Programs indicating an extra fee for Horton residents.

Mayor Kingsbury said that the 20% surcharge is not on every program registration, just the programs put on by Renfrew Rec., not the programs put on by outside groups like hockey, figure skating etc.

After further discussion, the following motion was put forward:

Moved by Kirby Morrison, Seconded by Lane Cleroux that the Recreation Committee recommend Council accept the offer from the Renfrew Recreation Director to amend out Recreation User Agreement to eliminate the 20% surcharge for Horton users of town run programs.

Motion Lost

Voting for: Kirby Morrison, Lane Cleroux, Robert A. Johnston and Arnold Dickson.

Voting against: Bob Kingsbury, Ralph Miller, Barb Dickson, Dave Bennett and Glen Campbell

Set up Reserve for Future Purchase of Used Zamboni

The CAO/Clerk informed the Members that the Town of Renfrew will have a used zamboni for sale in 2018. The Recreation Program Manager has suggested that the Committee consider establishing a reserve to set aside funds to replace our zamboni at that time. The sale price of similar zamboni sold this past year by Renfrew went for \$3,000. That will require a yearly amount of \$750.00 set aside each year starting with 2015.

Mayor Kingsbury asked what the Township would get for our own zamboni at that time. He also asked when the Township would repair the leak in the water tank. Dave Bennett said that the zamboni should be a gas or diesel machine as it is used outdoors. If we upgrade we should get a unit that we can use properly. Mr. Bennett said that the tank will be repaired after the ice season as the machine will have to be torn apart to get at the tank.

There was no support to proceed with the establishment of a reserve account.

Advertising – Horton Corner proposed changes

The Members reviewed a report on the cost for the weekly Horton Corner ads in 2014. Finance Committee had requested that all Committees be canvassed for their input.

The cost for 52 weeks in 2014 for $\frac{1}{8}$ page ad was \$8,892 plus HST. The estimated cost for 12 monthly insertions of a $\frac{1}{2}$ page ad was \$4,309 plus HST. The CAO/Clerk said he now had a third price for 26 bi-weekly insertions for a $\frac{1}{4}$ page ad in the amount of \$4,668 plus HST.

Mayor Kingsbury said that he initiated this action as he didn't realize the cost of the weekly ad until he was signed cheques. He noted that since that time he has heard from people that they very strongly want to keep the weekly advertising of our events and news.

The Members discussed that the "What's Happening" section of the Mercury and the coming events ads at the two local radio stations are not been utilized with our recreation and community centre ads. The CAO/Clerk said that this was once the job of the Public Relations Chair on the Recreation Committee which has been vacant for some time. Kirby Morrison said that this is a responsibility that he can take on.

Lane Cleroux supported the bi-weekly ad with a larger ad so that people could see it and read it and still provide a savings. Kirby Morrison asked if staff can "pre" advertise of a change coming to bi-weekly. The savings would be \$4,424.

Dave Bennett said he is not against bi-weekly but suggested we leave the budget amount the same and investigate the cost of an electronic sign that can be changed by computer at the community centre.

Barb Dickson said she always uses the "What's Happening" column in the newspaper to decide what events to attend in the area. Dave Bennett said that

he wanted to see financial data that would be brought back to the next Committee Meeting.

Summer Experience Program Grant

The CAO/Clerk informed the Committee Members that while the Township will not be advertising for additional student grant programs this year, there is a SEP grant program offered by the Ministry of Culture, Recreation and Sport Sectors for a 6 week grant at 100% grant dollars. The Township has participated in this grant in the past, but it is not award to the same municipality each year. If successful the student would be used to organize and call people for the fruit fundraiser.

Moved by Kirby Morrison, Seconded by Arnold Dickson that the Township apply for the Summer Experience Program grant.

Carried.

Chair Johnston noted that the Committee is looking for a Sports Chair. This position has been vacant for some time. Arnold Dickson explained that the Chair would organize leagues i.e. volleyball, basketball, hockey, shuffleboard etc. Lane Cleroux was asked to consider this appointment. Lane discussed what was involved. Chair Johnston said it was only to get people interested in organizing an activity. Vice-Chair Campbell suggested Lane look at the Activities section of the budget to see what is not being done. He also volunteered to help. Lane said he would consider and advise at the next meeting.

Chair Johnston said there was a need to go into a Closed Meeting to discuss the job description and relocating the Recreation Program Manager Office to the Community Centre. The CAO/Clerk explained the concept of a Closed Meeting to the public members of the Recreation Committee. He explained that everything discussed in Closed Meeting is confidential and not to be discussed on the street. The Members said they understood.

Moved by Dave Bennett Seconded by Arnold Dickson that the Recreation Committee proceed into a Closed Meeting pursuant to Section 4 2 (b) of Procedural By-law 2015-11.

Carried.

The Meeting was closed at 9:01 p.m.

Chair Johnston called the Meeting back to Order at 9:37 p.m. He reported that during the Closed Meeting the Members discussed the fact that the Recreation Director was a 20 hour week position but her work load required her to work many more hours than that to complete the job requirements. The Members also discussed what would be involved in moving the Recreation Program Manager's office to the Community Centre.

The following resolution was presented:

Moved by Dave Bennett, Seconded by Barb Dickson that the Committee explore the feasibility of moving the Recreation Program Manger's Office from the Municipal Office to the Community Centre and the costs be presented to Council for consideration.

Carried.

8. NEXT COMMITTEE MEETING

The Members agreed that the next Committee Meeting would be held Thursday March 12, 2015 at 7:00 p.m.

9. ADJOURNMENT

Moved by Glen Campbell, Seconded by Bob Kingsbury that the Committee adjourn this meeting at 9:40 p.m.

Carried.

CHAIR

CAO/Clerk