

THE CORPORATION OF THE TOWNSHIP OF HORTON

## Recreation Committee Meeting

March 27, 2015

There was a meeting of three Members of the Recreation Committee that has been tasked with the duty of putting together a business plan to relocate the Recreation Program Manager's office to the Community Centre. Present was Chair Robert A. Johnston, Vice Chair Glen Campbell and Member Dave Bennett. Staff present was Mackie McLaren, CAO/Clerk

1. CALL TO ORDER

Chair Johnston called the meeting to order at 2:00 pm.

2. DECLARATION OF PECUNIARY INTEREST

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

3. STAFF JOB DESCRIPTION – HOURS

Chair Johnston and Mr. Bennett expressed disappointment that the Treasurer was not available to attend this meeting. They both asked the CAO/Clerk why he and Treasurer had recommended that the Recreation Program/Manager's hours be reduced to 20 hours per week when her office was relocated to the Community Centre.

The CAO/Clerk advised that neither he nor the Treasurer had made such a recommendation. He noted that the Recreation Program Manager works 35 hours plus for Recreation most weeks. However the Manager was hired to work two jobs per week – 20 hours as Recreation Program Manager and 15 hours as Receptionist/Clerk. He said that they had stated numerous times that there was not a need to fill the 15 hours per week of Administrative time when the Recreation Program Manager is relocated, but there was never a recommendation to limit the Recreation hours to 20 when she relocates. Both positions are paid at different rates.

The Members agreed to continue this discussion on Monday March 30<sup>th</sup> at 4 pm when the Treasurer would be present.

4. DEVELOP BUSINESS PLAN TO CREATE OFFICE SPACE AT COMMUNITY CENTRE

The 3 Members reviewed a draft of the business plan started by the CAO/Clerk. They made changes as required and added a timetable and budget. The CAO/Clerk was requested to make the changes to the plan and attach it to the April Recreation Committee Meeting agenda for a recommendation to Council.

5. ADJOURNMENT

Chair Johnston declared the Meeting to be adjourned at 3:30 p.m.

Following the Meeting, the three Council Members met with Janet Collins, Public Works Manager and Mackie McLaren, CAO/Clerk concerning new Peer Engineer comments on the Crozier Development. The developer had contacted Mr. Bennett earlier in the day and expressed his dissatisfaction with the new comments added by the Township's Peer Engineer to the developer's engineer documents. The developer considered these to be a road block and totally unnecessary. Staff noted that they would contact

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the Peer Reviewer and return a call to Mr. Crozier by end of day Monday, March 30, 2015.

The meeting ended at 4:05 pm.

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CHAIR

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CAO/Clerk