



Puslinch Recreation Committee  
Tuesday July 16, 2013  
7:00 pm  
Council Chambers, Aberfoyle

## **MINUTES**

### **MEMBERS PRESENT**

Councillor Fielding, Chair  
Tom Jefferson  
Cameron Tuck  
Daina Makinson  
June Williams

### **MEMBERS ABSENT**

Councillor Schmidt  
Margaret Hauwert

### **TOWNSHIP STAFF**

Karen Landry, CAO/Clerk  
Don Creed, Director Public Works and Parks  
Donna Tremblay, Deputy Clerk

### **OTHERS PRESENT**

Mayor Lever  
Councillor Roth

#### **1. CALL TO ORDER**

The meeting was called to order at 7:00 p.m.

#### **2. DISCLOSURE OF PECUNIARY INTEREST**

None.



### 3. APPROVAL OF MINUTES

#### Questions Arising from the Minutes

Daina Makinson advised the committee that she has completed her research and has found less than one-half of the trophies and plaques. She requested that staff make enquiries as to whether there is any catalogue or listing of the various trophies and plaques. The committee suggested that staff contact Audrey Mast, Judy Smith and Brenda Law as these individuals may be able to provide information regarding who the trophies were returned to. Staff advised that they would make enquires and report back to the committee.

June Williams advised the committee that there was a pile of brush that needed to be removed in front of the entrance to Historical Block Park in Morriston. Staff advised the committee that this information would be forwarded on to the Director of Public Works and Parks.

June Williams advised the committee that there is still a pile of dirt in the parking lot in front of the tennis courts. Don Creed, Director of Public Works and Parks advised the committee that the pile of dirt in the parking lot in front of the tennis courts was removed only July 16, 2013.

Susan Fielding inquired of staff as to whether they received any feedback on the first week of the YMCA/YWCA Power day camp. Don Creed, Director of Public Works and Parks advised the committee that the first week went very well and that YMCA representatives who had attended the camp were very impressed with the facilities.



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Susan Fielding inquired of staff as to when the work on the washrooms and storage area would be completed. Karen Landry, CAO/Clerk advised the committee that staff was in the process of providing final measurements and finalizing the additional works and will provide the committee with information as it becomes available.

Moved by Cameron Tuck and Seconded by June Williams REC-2013-008

That the Recreation Committee Minutes dated June 18, 2013 be approved.

**CARRIED.**

#### **4. DELEGATIONS/PRESENTATIONS**

None.

#### **5. REGULAR BUSINESS**

##### **1. Draft Advertising Policy**

The Committee reviewed the draft policy. Cameron Tuck inquired of staff as to who would be responsible for the rink board signs. Don Creed, Director of Public Works and Parks advised that the Public Works and Parks Department would be responsible for the installation and approval of the rink boards. Karen Landry, CAO/Clerk, advised the committee that staff will be finalizing the policy with respect to rink board sizes and costs.

##### **2. Maintenance Issues**

- (a) **Painting of Curb Stops and Pillars at Community Centre** – The Committee asked as to whether the curb stops have been painted to match the pillars. Don Creed, Director Public Works and Parks advised the committee that the pillars will not be painted to match the pillars.



- (b) **Lights at Optimist Recreation Centre during Canada Day Fireworks Presentation** – Cameron Tuck inquired of staff as to whether the keys for the box containing the switch for the ball diamond lights had been located. Don Creed, Director of Public Works and Parks advised the committee that there are additional keys for the light box and will ensure that arena staff will be provided with a key.
- (c) **Gardens and Trees** – Susan Fielding commented to the committee that the condition of the Township gardens and trees had improved. Don Creed, Director Public Works and Parks advised the committee that Township staff, including summer staff have been working on their upkeep. He also advised the committee that the Township will be working with an outside company to thin out the garden beds and trim the trees in the fall as the maintenance work requires more resources than the Township has available.
- (d) **Condition of Bleachers** – Susan Fielding advised the committee that the bleachers at the old ball diamonds required some maintenance work. Don Creed, Director of Public Works and Parks advised that he would have staff examine the bleachers and perform the necessary repairs.
- (e) **Hardwood Flooring** – Tom Jefferson advised the committee that he had recently been contacted by the Township's caretaker with respect to the warping of the hardwood floor at the community centre. Staff advised the committee that there were 3 major areas where the flooring had been damaged and that a dehumidifier had been rented to deal with the humidity issues in the hall. Karen Landry CAO/Clerk advised the committee that staff are in the process of issuing the RFP for the repair and re-sanding of the hardwood flooring but would now increase the scope to include other works including replacement.



### 3. Verbal Update from Staff

- (a) **New Cart for Chairs at Community Centre** - Donna Tremblay, Deputy Clerk, advised the committee that staff are researching the options of both revising the existing cart and purchasing a new cart for the chairs. Once a decision has been made staff will bring back information to the committee.
- (b) **Clarification re: Hydro notation on May 2013 General Expenses** - Donna Tremblay, Deputy Clerk, advised the committee of a double entry error on the June, 2013 General Statement of Expense. She provided the committee with a summary of the various hydro bills which are received and paid for by the Township for the recreation facilities. The committee inquired staff as why the hydro bill for the Community Centre was so large. Staff advised the committee that Hydro One had moved to a new billing system and that the present bill was for two months and included additional billing dates. Staff also advised the committee that a meter reading was conducted and a credit was to be provided on the next billing.
- (c) **Delivery of new picnic tables** - Donna Tremblay, Deputy Clerk, advised the committee that the township took delivery of 10, 8 foot picnic tables on July 5, 2013. Township staff have been finishing and staining the new tables and 5 of the tables have been completed and will be placed out for use.

### 4. Thank You received from Puslinch Senior Euchere Club

The Committee acknowledge receipt of the thank you card from the Puslinch Senior Euchere Club.



**5. Newly purchased lands at Community Centre – Update**

Susan Fielding advised the committee that GWS Ecological & Forestry Services Inc. had prepared a report which included recommendations for a trial location at the newly purchased community centre lands. A copy of the report was provided to committee members for their review.

**6. Marketing Plan for Baseball Parks**

June Williams provided the committee with background regarding a request made last year for an adult slow pitch league to use the Morriston Ball Park. The Committee discussed the teams who may be interested in the facility. Karen Landry, CAO/Clerk advised the committee that the township will be undertaking a review of the existing facilities and their usage. Once this is completed, staff can have a look at how the township has marketed the various facilities in the past and provide the committee with information.

**7. Green Shed – Rental Rate**

Tom Jefferson inquired from staff as to the rate charged to the Puslinch Optimist Club for the rental of the green shed for their motorcycle rally on June 30, 2013. Donna Tremblay, Deputy Clerk advised the committee that there is no allowance in the Township's Fees and Charges by-law for the rental of the green shed. The rate that was charged to the club was the result of the original rental agreement with the club for the rink pad from 9:00 to 3:00 p.m. on June 30, 2013. As the club cancelled the rental of the rink pad three days before the event and requested the use of the green shed in its place, the township charged a rate which it felt was reasonable to recover a portion of its loss on the rink rental.



## 6. ACCOUNTS FOR PAYMENT

i. May, 2013 (general)

Moved by Tom Jefferson and Seconded by Cameron Tuck REC-2013-009

That the Recreation Committee acknowledged receipt of the June 2013 statement of general expenses.

**CARRIED.**

ii. May 2013 (ORC)

Moved by Cameron Tuck and Seconded by Daina Makinson REC-2013-010

That the Recreation Committee acknowledge receipt of the June 2013 statement of ORC expenses.

**CARRIED.**

iii. Community Centre Rental Report.

Moved by June Williams and Seconded by Daina Makinson REC-2013-011

That the June 2013, Optimist Recreation Centre Rental Report be received.

**CARRIED.**

iv. Optimist Recreation Centre Rental Report.

Moved by June Williams and Seconded by Daina Makinson REC-2013-012

That the June 2013, Optimist Recreation Centre Rental Report be received.

**CARRIED.**



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## **7. NEW BUSINESS**

Alternate date for August 20, 2013 Meeting

Susan Fielding advised the committee that she would be attending a conference during the week of the next scheduled Recreation Meeting. After discussing alternate dates, the committee agreed to cancel the August 20, 2013 meeting. The committee requested that staff advise the absent committee members that the August 20, 2013, meeting has been cancelled and the next meeting would be held on September 17, 2013.

## **8. NEXT MEETING**

Tuesday, September 17, 2013 at 7:00 p.m. in the Council Chambers.

## **9. ADJOURNMENT**

Moved by Daina Makinson and Seconded by June Williams REC-2013-013

The Seventh Regular 2013 Recreation Committee meeting hereby adjourns at 7:56 p.m.

**CARRIED.**