



Recreation Committee
 Tuesday July 15, 2014
 7:00 pm
 Council Chambers, Aberfoyle

MINUTES

MEMBERS PRESENT

Councillor Schmidt, Chair
 Councillor Stokley, Vice Chair
 Daina Makinson
 June Williams
 Nichole Caswell

MEMBERS ABSENT

Tom Jefferson

TOWNSHIP STAFF

Donna Tremblay, Deputy Clerk
 Don Creed, Director of Public Works and Parks
 Joony Babu, Customer Service Representative

OTHERS PRESENT

Mayor Dennis Lever
 Councillor Ken 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

a) June 17, 2014 Regular Meeting

Moved by Councillor Stokley and Seconded by June Williams **REC-2014-030**

That the Minutes of the Recreation Committee meeting dated June 17, 2014 be adopted.

CARRIED

4. DELEGATIONS/PRESENTATIONS

None.

5. REGULAR BUSINESS

1. **Puslinch Community Centre**

Ongoing Projects:

a) Structural Audit – no update



b) i) Recreation Master Plan – update regarding Request For Proposal

Ms. Donna Tremblay, Deputy Clerk, advised the Committee Members that the Request For Proposal was posted on the Township and Biddingo websites on July 4, 2014. The proposal closes on July 21, 2014 at 2:00 p.m. She noted that once the bids period ends staff will review the proposals received and the selected consultant will be awarded the contract.

ii) August 2014 meeting date with selected consultant

Ms. Tremblay advised that the consultant who is awarded the contract will be asked to attend a Recreation Committee Meeting. A meeting date has not been scheduled for August and suggested that the Committee meet in August at which time the consultant can make a presentation to the Committee. The committee as a whole agreed that a meeting will be scheduled for August 12, 2014.

c) Alf Hales Cupboard Replacement – no update

d) Replacement of Bar Overhead door – no update

Other items:

e) Trophies – update

Ms. Joony Babu, Customer Service Representative, advised the committee that the trophies selected by the various groups have been placed in the trophy case at the Puslinch Community Centre. She indicated that the Township has not received a response from Puslinch Minor Baseball. Ms. Babu advised that she has been in contact with Ms. Daina Makinson and a picture of the trophies not displayed will be taken and put into a trophy book.

2. Optimist Recreation Centre

None.

3. Parkland

a) Millennium Garden – maintenance

Mr. Don Creed, Director of Public Works and Parks, advised the committee that Hayden's Property Maintenance has been cleaning up the garden beds. The committee inquired of Mr. Creed as to the total cost for the clean up of the garden. Mr. Creed advised that he is waiting for receipt of a final invoice for the works, and he will be obtaining a cost for maintenance on a yearly basis.

Ms. June Williams inquired as to whether or not volunteers have been considered to maintain the garden. Mr. Creed advised that the Township would be open to all possibilities.

Councillor Schmidt suggested that the Township look into a contractor to maintain all of the Township's planting beds. Councillor Stokley inquired of Mr. Creed to provide a quote for the cost of maintenance at the next meeting.



6. FINANCIAL REPORTS

1. Revenue and Expenses

- a) June 2014 (Puslinch Community Centre)
- b) June 2014 (ORC)
- c) June 2014 (Parkland)

The Committee reviewed the June 2014 revenue and expenses for the Puslinch Community Centre, Optimist Recreation Centre and Parkland Departments.

Moved by June Williams and Seconded by Daina Makinson **REC-2014-031**

That the Recreation Committee receive the following:

- a) June 2014 Puslinch Community Centre revenue and expenses
- b) June 2014 ORC revenue and expenses; and
- c) June 2014 Parkland revenue and expenses

CARRIED

2. Revenue Summaries

- a) Yearly Revenue Comparison – Community Centre/Optimist Recreation Centre

Moved by Nichole Caswell and Seconded by Councillor Stokley
REC-2014-032

That the Recreation Committee receive the Yearly Revenue Comparison – Puslinch Community Centre/Optimist Recreation Centre.

CARRIED

7. CLOSED MEETING

None.

8. ADJOURNMENT

Moved by Nichole Caswell and Seconded by Councillor Stokley **REC-2014-033**

The Recreation Committee Meeting hereby adjourns at 7:37 p.m.

CARRIED

9. NEXT MEETING

Tuesday, August 12, 2014 at 7:00 p.m. in the Council Chambers.

Recreation Financial Report - July 2014

Insurance Payable or Receivable

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2014 Budget	% Budget Remaining
01-0015-3250	Insurance Payable or Receivable	308	154	1,333	1,081	520	1,853	28%

REVENUES

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2014 Budget	% Budget Remaining
01-0015-3110	Archie MacRobbie Hall - Prime	381	2,000	9,068	14,000	14,932	24,000	62%
01-0015-3115	Archie MacRobbie Hall - Non-Prime	215	1,417	4,345	9,917	12,655	17,000	74%
01-0015-3130	Alf Hales Room	388	250	2,861	1,750	139	3,000	5%
01-0015-3160	Licensed Events Using Patio	55	83	440	583	560	1,000	56%
01-0015-3170	Commercial Rentals	-	250	-	1,750	3,000	3,000	100%
01-0015-3180	Bartenders	438	958	5,368	6,708	6,132	11,500	53%
01-0015-3190	Pop, Glasses, & Ice	619	239	1,460	1,674	1,410	2,870	49%
01-0015-3200	Kitchen Facilities	105	26	2,357	184	2,042	315	-648%
01-0015-3220	Advertising Sign	-	71	127	496	723	850	85%
01-0015-3736	Other Recoveries	183	-	626	-	626	-	0%
01-0015-5250	Recreation Conditional Grants	-	427	-	2,988	5,123	5,123	100%
	Totals	2,382	5,722	26,653	40,051	42,005	68,658	61%

EXPENDITURES

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2014 Budget	% Budget Remaining
01-0070-4000	FT Wages - Recreation	3,298	3,981	30,894	27,869	16,881	47,775	35%
01-0070-4001	PT Wages - Recreation	4,246	3,827	25,401	26,790	20,524	45,925	45%
01-0070-4002	OT Wages - Recreation	34	14	136	99	34	170	20%
01-0070-4100	FT Benefits - Recreation	589	493	3,627	3,448	2,283	5,910	39%
01-0070-4101	PT Benefits - Recreation	114	323	458	2,260	3,417	3,875	88%
01-0070-4102	Manulife Benefits - Recreation	522	590	2,514	4,130	4,566	7,080	64%
01-0070-4103	WSIB	170	172	945	1,202	1,115	2,060	54%
01-0070-4180	Structural Audit	-	208	-	1,458	2,500	2,500	100%
01-0070-4200	Office Supplies	-	42	147	292	353	500	71%

Recreation Financial Report - July 2014

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2014 Budget	% Budget Remaining
01-0070-4201	Hydro	371	1,158	1,543	8,108	12,357	13,900	89%
01-0070-4202	Heat	64	270	2,294	1,893	951	3,245	29%
01-0070-4203	Fuel	-	83	-	583	1,000	1,000	100%
01-0070-4204	Water Protection	797	350	2,482	2,450	1,718	4,200	41%
01-0070-4215	Bldg-Cleaning, Maint,Supplies Interior	571	1,842	5,338	12,892	16,762	22,100	76%
01-0070-4216	Kitchen Supplies and Equipment	-	417	3,753	2,917	1,247	5,000	25%
01-0070-4217	Waste Removal	230	200	992	1,400	1,408	2,400	59%
01-0070-4222	Outdoor Maintenance of Building	-	175	377	1,225	1,723	2,100	82%
01-0070-4302	Communication(phone, fax, intern)	248	278	1,596	1,943	1,734	3,330	52%
01-0070-4308	Mileage	-	21	63	146	187	250	75%
01-0070-4309	Professional Development	-	63	-	438	750	750	100%
01-0070-4311	Membership and Subscription Fees	-	19	219	131	6	225	3%
01-0070-4312	Employee Travel - Meals	-	13	-	88	150	150	100%
01-0070-4313	Employee Travel - Accomodations	-	38	-	263	450	450	100%
01-0070-4315	Insurance	-	1,635	-	11,443	19,616	19,616	100%
01-0070-4316	Advertising	64	292	2,173	2,042	1,327	3,500	38%
01-0070-4320	Contract Services	-	308	3,658	2,158	42	3,700	1%
	Totals	11,317	16,809	88,610	117,665	113,101	201,711	56%

ORC Financial Report - July 2014

Insurance Payable or Receivable

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2014 Budget	% Budget Remaining
01-0015-3225	Insurance Payable or Receivable	356	154	392	1,081	1,461	1,853	79%

REVENUES

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2014 Budget	% Budget Remaining
01-0015-2600	Ice Rental - Prime	-	4,167	26,365	29,167	23,635	50,000	47%
01-0015-2700	Ice Rental - Non-Prime	-	638	312	4,463	7,338	7,650	96%
01-0015-2800	Arena Summer Rentals	2,587	1,667	13,649	11,667	6,351	20,000	32%
01-0015-2900	Gymnasium Rental	182	1,167	8,312	8,167	5,688	14,000	41%
01-0015-3000	Rink and Ball Diamond Advertising	-	-	350	-	350	-	0%
01-0015-3100	ORC Drink Machine	165	125	818	875	682	1,500	45%
01-0015-3735	Other Recoveries	-	-	595	-	595	-	0%
	Totals	2,934	7,763	50,401	54,338	42,749	93,150	46%

EXPENDITURES

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2014 Budget	% Budget Remaining
01-0080-4000	FT Wages - ORC	4,118	4,543	31,922	31,802	22,595	54,517	41%
01-0080-4001	PT Wages - ORC	1,451	2,064	13,376	14,449	11,393	24,769	46%
01-0080-4002	OT Wages - ORC	232	83	691	583	309	1,000	31%
01-0080-4100	FT Benefits - ORC	763	821	5,645	5,747	4,207	9,852	43%
01-0080-4101	PT Benefits - ORC	56	181	319	1,269	1,856	2,175	85%
01-0080-4102	Manulife Benefits	563	559	3,854	3,914	2,857	6,710	43%
01-0080-4103	WSIB	131	150	1,035	1,050	765	1,800	42%
01-0080-4200	Office Supplies	22	42	144	292	356	500	71%
01-0080-4201	Hydro	12,269	2,196	12,269	15,371	14,081	26,350	53%
01-0080-4202	Heat	36	372	4,061	2,605	404	4,465	9%
01-0080-4203	Fuel	21	250	1,619	1,750	1,381	3,000	46%
01-0080-4204	Water Protection	14	67	90	467	710	800	89%
01-0080-4205	Equipment Maintenance & Supplies	-	1,500	2,750	10,500	15,250	18,000	85%

ORC Financial Report - July 2014

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2014 Budget	% Budget Remaining
01-0080-4208	Signage	-	17	-	117	200	200	100%
01-0080-4215	Bldg-Cleaning, Maint,Supplies Interior	352	1,083	2,387	7,583	10,613	13,000	82%
01-0080-4216	Kitchen Supplies and Equipment	216	-	216	-	216	-	0%
01-0080-4217	Waste Removal	58	50	248	350	352	600	59%
01-0080-4222	Bldg-Cleaning, Maint,Supplies Exterior	94	833	4,364	5,833	5,636	10,000	56%
01-0080-4302	Communication(phone, fax, intern)	188	163	1,514	1,143	446	1,960	23%
01-0080-4308	Mileage	-	42	-	292	500	500	100%
01-0080-4309	Professional Development	-	100	936	700	264	1,200	22%
01-0080-4311	Membership and Subscription Fees	-	13	132	88	18	150	12%
01-0080-4312	Employee Travel - Meals	-	13	-	88	150	150	100%
01-0080-4315	Insurance	-	1,466	-	10,261	17,590	17,590	100%
01-0080-4316	Advertising	64	42	64	292	436	500	87%
01-0080-4320	Contract Services	-	-	79	-	79	-	0%
	Totals	20,648	16,649	87,716	116,543	112,072	199,788	56%

Parkland Financial Report - July 2014

Insurance Payable or Receivable

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2014 Budget	% Budget Remaining
01-0015-2550	Insurance Payable or Receivable	2	4	2	29	48	50	95%

REVENUES

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2014 Budget	% Budget Remaining
01-0015-2200	Horse Paddock Rental	-	-	-	-	-	-	0%
01-0015-2300	Picnic Shelter	-	-	145	-	145	-	0%
01-0015-2400	Aberfoyle/Morrison Ball Park/ Morrison Meadows	30	25	877	175	577	300	-192%
01-0015-2500	Sports Facility User Fees	1,325	250	10,765	1,750	7,765	3,000	-259%
	Totals	1,355	275	11,787	1,925	8,487	3,300	-257%

EXPENDITURES

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2014 Budget	% Budget Remaining
01-0110-4001	PT Wages - Parkland	1,530	1,638	4,656	11,466	15,000	19,656	76%
01-0110-4002	OT Wages - Parkland	-	-	-	-	-	-	0%
01-0110-4101	PT Benefits - Parkland	92	32	305	225	80	385	21%
01-0110-4103	WSIB	34	37	104	260	341	445	77%
01-0110-4203	Fuel	-	221	-	1,546	2,650	2,650	100%
01-0110-4204	Water Protection	1,197	-	1,950	-	1,950	-	0%
01-0110-4205	Equipment Maintenance and Supplies	949	417	1,855	2,917	3,145	5,000	63%
01-0110-4222	Outdoor Maintenance	2,152	1,250	5,875	8,750	9,125	15,000	61%
01-0110-4223	Equipment Lease	824	417	3,044	2,917	1,956	5,000	39%
01-0110-4308	Mileage	243	42	243	292	257	500	51%
01-0110-4316	Advertising	64	13	64	88	86	150	57%
01-0110-4320	Contract Services	3,721	1,642	16,394	11,492	3,306	19,700	17%
	Totals	10,805	5,707	34,491	39,950	33,995	68,486	50%

YEARLY REVENUE COMPARISON - COMMUNITY CENTRE / OPTIMIST RECREATION CENTRE

Year	Room	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Yearly Totals
2011	ALF HALES ROOM	\$ 200.00	\$ 305.00	\$ 360.00	\$ 120.00	\$ 45.20	\$ 45.20	\$ -	\$ 120.00	\$ 1,350.80	\$ 160.00	\$ 680.00	\$ 240.00	\$ 3,626.20
	MACROBBIE ROOM	\$ 1,430.00	\$ 3,200.00	\$ 3,155.00	\$ 4,562.19	\$ 4,104.09	\$ 3,239.86	\$ 1,626.50	\$ 4,895.00	\$ 2,975.00	\$ 4,515.00	\$ 2,992.50	\$ 3,745.00	\$ 40,440.14
	FENCE	-	\$ -	\$ -	\$ -	\$ 80.00	\$ 120.00	\$ 80.00	\$ 240.00	\$ 40.00	\$ 40.00	\$ 40.00	\$ -	\$ 640.00
	SIGN	\$ 120.00	\$ 90.00	\$ 30.00	\$ 90.00	\$ 60.00	\$ -	\$ 60.00	\$ 210.00	\$ 120.00	\$ 30.00	\$ 30.00	\$ 150.00	\$ 990.00
	GYMNASIUM												\$ 325.00	
	RINK PAD												\$ 9,450.00	
	DRINK MACHINE												\$ -	
	TOTAL	\$ 1,750.00	\$ 3,595.00	\$ 3,545.00	\$ 4,772.19	\$ 4,289.29	\$ 3,405.06	\$ 1,766.50	\$ 5,465.00	\$ 4,485.80	\$ 4,745.00	\$ 3,742.50	\$ 13,910.00	\$ 55,471.34
2012	ALF HALES ROOM	\$ 517.50	\$ 567.50	\$ 398.00	\$ 267.50	\$ 267.50	\$ 374.00	\$ 162.15	\$ 187.00	\$ 277.80	\$ 267.50	\$ 267.50	\$ 137.00	\$ 3,690.95
	MACROBBIE ROOM	\$ 1,781.00	\$ 3,262.25	\$ 3,787.50	\$ 4,702.00	\$ 4,265.75	\$ 5,103.50	\$ 2,469.69	\$ 4,228.00	\$ 2,884.85	\$ 4,561.75	\$ 3,545.25	\$ 3,642.75	\$ 44,234.29
	FENCE	\$ -	\$ -	\$ -	\$ -	\$ 200.00	\$ 250.00	\$ 200.00	\$ 250.00	\$ 100.00	\$ 50.00	\$ -	\$ -	\$ 1,050.00
	SIGN	\$ 60.00	\$ 90.00	\$ -	\$ -	\$ 90.00	\$ 180.00	\$ -	\$ 30.00	\$ 300.00	\$ -	\$ 180.00	\$ 30.00	\$ 960.00
	GYMNASIUM	\$ 987.50	\$ 1,237.50	\$ 736.47	\$ 456.25	\$ 353.15	\$ 508.55	\$ 649.75	\$ 635.63	\$ 819.25	\$ 1,836.25	\$ 2,381.83	\$ 1,864.50	\$ 12,466.63
	RINK PAD	\$ 11,700.00	\$ 11,925.00	\$ 4,266.23	\$ 1,132.76	\$ 1,878.15	\$ 2,360.28	\$ 1,871.25	\$ 2,167.88	\$ 2,317.90	\$ 1,786.52	\$ 550.88	\$ 16,356.75	\$ 58,313.60
	DRINK MACHINE	\$ -	\$ 88.03	\$ 77.80	\$ -	\$ 54.70	\$ 298.20	\$ 218.10	\$ 347.50	\$ 144.75	\$ 45.60	\$ 90.50	\$ 40.50	\$ 1,405.68
	TOTAL	\$ 15,046.00	\$ 17,170.28	\$ 9,266.00	\$ 6,558.51	\$ 7,109.25	\$ 9,074.53	\$ 5,570.94	\$ 7,846.01	\$ 6,844.55	\$ 8,547.62	\$ 7,015.96	\$ 22,071.50	\$ 122,121.15
2013	ALF HALES ROOM	\$ 274.00	\$ 267.50	\$ 311.00	\$ 489.25	\$ 384.00	\$ 168.50	\$ 102.85	\$ 50.00	\$ 275.00	\$ 592.85	\$ 375.35	\$ 215.00	\$ 3,505.30
	MACROBBIE ROOM	\$ 2,124.75	\$ 3,332.75	\$ 3,967.25	\$ 4,564.15	\$ 1,955.55	\$ 5,395.00	\$ 3,645.00	\$ 3,000.00	\$ 1,765.00	\$ 2,285.70	\$ 3,994.25	\$ 2,050.00	\$ 38,079.40
	FENCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 330.00	\$ 155.00	\$ 55.00	\$ 110.00	\$ -	\$ 62.15	\$ -	\$ 712.15
	SIGN	\$ -	\$ 60.00	\$ 30.00	\$ 60.00	\$ -	\$ -	\$ -	\$ 63.00	\$ 378.00	\$ 126.00	\$ 126.00	\$ -	\$ 843.00
	GYMNASIUM	\$ 1,313.63	\$ 1,695.00	\$ 1,440.75	\$ 1,285.38	\$ 710.28	\$ 1,040.00	\$ 806.86	\$ 421.50	\$ 1,027.00	\$ 962.00	\$ 1,221.00	\$ 637.00	\$ 12,560.40
	RINK PAD	\$ 21,018.00	\$ 20,255.25	\$ 254.25	\$ 635.63	\$ 2,928.98	\$ 5,236.00	\$ 2,083.00	\$ 1,981.00	\$ 2,449.00	\$ 1,539.00	\$ 708.00	\$ 8,292.50	\$ 67,380.61
	DRINK MACHINE	\$ 296.05	\$ 35.00	\$ 95.50	\$ -	\$ 173.95	\$ 230.45	\$ 211.50	\$ 399.65	\$ 215.45	\$ 79.65	\$ -	\$ 50.25	\$ 1,787.45
	TOTAL	\$ 25,026.43	\$ 25,645.50	\$ 6,098.75	\$ 7,034.41	\$ 6,152.76	\$ 12,399.95	\$ 7,004.21	\$ 5,970.15	\$ 6,219.45	\$ 5,585.20	\$ 6,486.75	\$ 11,244.75	\$ 124,868.31
2014	ALF HALES ROOM	\$ 410.00	\$ 302.00	\$ 904.00	\$ 575.00	\$ 283.00	\$ -	\$ 388.00						\$ 2,862.00
	MACROBBIE ROOM	\$ 3,230.00	\$ 3,251.00	\$ 1,163.00	\$ 3,776.00	\$ 4,166.00	\$ 3,004.00	\$ 1,653.00						\$ 20,243.00
	KITCHEN	\$ 91.00	\$ -	\$ 105.00	\$ 1,051.00	\$ 1,005.00	\$ -	\$ 105.00						\$ 2,357.00
	FENCE	\$ -	\$ -	\$ -	\$ -	\$ 220.00	\$ 165.00	\$ 55.00						\$ 440.00
	SIGN	\$ 63.00	\$ -	\$ -	\$ -	\$ 32.00	\$ 32.00	\$ -						\$ 127.00
	PICNIC SHELTER	\$ 65.00	\$ -	\$ -	\$ 80.00	\$ -	\$ -	\$ -						\$ 145.00
	GYMNASIUM	\$ 1,812.00	\$ 1,480.00	\$ 1,690.00	\$ 1,919.00	\$ 631.00	\$ 598.00	\$ 182.00						\$ 8,312.00
	RINK PAD	\$ 15,567.00	\$ 5,425.00	\$ 5,040.00	\$ 5,791.00	\$ 1,428.00	\$ 4,488.00	\$ 2,587.00						\$ 40,326.00
	BALL DIAMONDS	\$ -	\$ -	\$ -	\$ 991.00	\$ 6.00	\$ 150.00	\$ 30.00						\$ 877.00
	DRINK MACHINE	\$ 78.00	\$ 118.00	\$ 83.00	\$ 66.00	\$ 71.00	\$ 236.00	\$ 165.00						\$ 817.00
	RINK & BALL DIAMOND ADVERTISING	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350.00	\$ -						\$ 350.00
	OTHER RECOVERIES* (includes receipt of 2014 user fees)	\$ -	\$ -	\$ 825.00	\$ -	\$ -	\$ 9,654.00	\$ 1,508.00						\$ 11,987.00
TOTAL	\$ 21,316.00	\$ 10,576.00	\$ 9,810.00	\$ 14,249.00	\$ 7,842.00	\$ 18,377.00	\$ 6,673.00						\$ 88,843.00	