



THE CORPORATION OF THE TOWNSHIP OF HORTON

RECREATION COMMITTEE

October 10th, 2024

9:30 a.m.

Council Chambers

1. Call to Order
2. Declaration of Pecuniary Interest
3. Approval of Minutes from previous meeting:
 - i. September 12th, 2024
4. Open Issues/Reports/Updates:
 - i. Country Dance Review & Forward Planning, 2024 and 2025
 - ii. New Fee Proposals – Micro Evening Fee and Bar Usage Fee
 - i. Shuffleboard
5. New Business
 - i. Proposed Book Club
 - ii. Upper Conference Room Items
6. Staff/Member Concerns
 - i. December Meeting – Meeting required to be rescheduled to December 19th, 2024
7. Next Meeting:
 - i. Thursday November 14th, 2024 at 9:30 a.m. in Council Chambers
8. Adjournment



Township of Horton COUNCIL / COMMITTEE REPORT

Title: SEPT COUNTRY DANCE REVIEW	Date:	Oct 10, 2024
	Council/Committee:	Recreation Committee
	Author:	Rachel Eden, Community Liaison Officer
	Department:	Recreation

RECOMMENDATIONS:

THAT the Recreation Committee receive this document as information

BACKGROUND:

Our Country Dance took place on Sunday Sept 29th, 2024 from 1-5pm at the Horton Community Centre. This was our first ever “afternoon” dance vs. our Friday evening dances. Attendance was lower than expected with roughly 44 persons attending – of those 2 tickets were giveaways from Valley Heritage Radio, 4 were sold in advance at Scott & Son’s Hardware Renfrew, and roughly 38 sold at the door. Ticker Sale Revenue was \$461.00, 50/50 revenue was \$151 (the winner graciously donated her portion back!) Bar Revenue was roughly \$250. Dance was the Brysonnaires.

This was our lowest attended dance to date. The weather this day was extremely gorgeous, sunny and perfect temperatures – thus not alluring for an indoor dance. There were also at least a dozen other community events happening on this date (Horton Fire Hall Annual Golf Tournament, Barrys Bar Country Dance ft. Heritage County, Beachburg Agricultural Society Fibre Festival, Country Music Awards Ottawa, Supper at Mount St. Patrick to name a few).

Our volunteer crew consisted of Art White and his daughter Terri Lee Cameron at the front door and 50/50. Sue White did all our grocery shopping, while Karen and Randy Corbin ran the kitchen. Judy Ballard and Shelley Cram handled the bar. All our volunteer elements seemed perfectly executed and smooth.

We advertised in the Eganville Leader for 3 weeks, posters in town, mention on Valley Heritage Radio, on all online community event calendar and on social media.

Some follow up notes from volunteers:

- More change (\$1 and \$2) needed in floats which Rachel has fixed.
- Kitchen could have been in cleaner pre-condition, this is noted for next dance and in general.

FUTURE CONSIDERATIONS:

Our pre-sale tickets could be cheaper than our at the door tickets at encourage sales. \$10 pre-sale. \$12 at the door. This would encourage patrons to buy their tickets ahead of time, and allow some foot traffic into our partners Scott & Son’s Hardware. Advertising in the Renfrew Seniors Home Support Centre Newsletter, this would need to be in advance as it’s seasonal. Where would we like to schedule dances moving forward?

Prepared by: Rachel Eden, Community Liaison Officer

Reviewed by: Hope Dillabough, CAO/Clerk



Township of Horton COUNCIL / COMMITTEE REPORT

Title: New Evening Hall Rental Fee	Date:	Sept 12, 2024 (for OCT review)
	Council/Committee:	Recreation Committee
	Author:	Rachel Eden, Community Liaison Officer
	Department:	Recreation

RECOMMENDATIONS:

THAT the Recreation Committee receive this document as information.

THAT we may consider adding a “Micro Evening Rate” to our booking options.

BACKGROUND:

The Community Liaison Officer notices there is currently a gap in our offerings for renting the Community Centre, that being a ‘shorter evening rental fee’.

The only evening rental fee we have is \$225.00 + HST which seems geared towards Stag and Does, weddings, large anniversary parties which typically last until 1am, and typically happen on weekends.

This leaves a gap for potential evening bookings from roughly Sunday – Thursday 5:00pm-10pm. The current larger evening rental fee may deter people from booking, who are searching for a smaller scale event with a smaller scale fee (Example a Thursday evening bridal shower, or monthly club meeting)

We may be interested in the addition of a “Micro Evening Rate” from 5:00pm-10:00pm for \$125+HST available Sunday-Thursday evenings

Addition: This may be an ideal time to add an hourly fee for the upper conference room. Suggestion \$20 – max two hours. This would allow CLO some ease in potential future advertising of the room’s opportunities, and potential to maximize on rental space (example: a crafter group could rent this space out while euchre is going on in the main hall)

ALTERNATIVES: N/A

FINANCIAL IMPLICATIONS: Potential for increase revenue

(continued on next page)

ATTACHMENTS (BELOW) : Rental Options from 2024 Hall Rental Package

RENTAL OPTIONS REQUESTED

Upstairs Conference Room – Half Day (2-4 hours end by 5 pm)	\$ 75.00	
Upstairs Conference Room – Full Day (5-8 hours end by 5 pm)	\$ 125.00	
Hourly – max. 2 hours	\$30.00	
Half Day Rate (2 to 4 hours; ends by 5pm)	\$ 100.00	
Full Day Rate (5 to 8 hours; ends by 5pm)	\$ 150.00	
Evening (after 6 pm; with or without Bar & Kitchen)	\$ 225.00	
Decoration Rental (evening prior to rental) after 6 pm	\$ 100.00	
Propane Fee (for use of stove plus kitchen - must be prearranged)	\$ 100.00	
Corkage Fee @ \$8.00 per bottle <i>S.O.P. REQUIRED</i> – Payment to be made to the bartender before the end of the evening. The Bartender will advise you of the fee. Bar is closed while wine is consumed with dinner. Wine is not served by bartender, uncorked only. Must be served by a Smart Serve Certified person. All beverages consumed must be purchased on site with the exception of tea and coffee.	# of bottles ____x\$8.00 =	
SUBTOTAL	SUBTOTAL	
HST	HST	
TOTAL COST	TOTAL COST	
*Event is considered RENTED when a down payment of \$100.00 of the rental fee or full payment is received at time of booking. Deposit is Non-refundable if cancelled 14 days or less prior to event date.		
DEPOSIT RECEIVED (Date: _____)	Payment Amount	
BALANCE OWING	Outstanding	
FINAL PAYMENT (Date: _____)	Final Payment	
Damage/Cleaning Deposit Cheque or Visa (5-day HOLD received at time of key pick up and Will be refunded upon clear inspection after event.)	SEPARATE CHEQUE PLS.	\$500.00

CONSULTATIONS:

Comparable Hall Rentals with no time/day constraints
 McNab Braside: \$125 + HST for 4 hour rental
 Petawawa Community Hall: \$115.76 + HST for a 5 hour rental

Prepared by: Rachel Eden, Community Liaison Officer
Reviewed by: Hope Dillabough, CAO/Clerk



Township of Horton COUNCIL / COMMITTEE REPORT

Title: Bar Usage Fee	Date:	Sept 12, 2024 (for OCT review)
	Council/Committee:	Recreation Committee
	Author:	Rachel Eden, Community Liaison Officer
	Department:	Recreation

RECOMMENDATIONS:

THAT the Recreation Committee receive this document as information.
THAT we may consider adding a bar usage fee to our booking options.

BACKGROUND:

- We may consider adding a bar usage fee to our bookings, to ensure that the bar tender wages are covered.
- We currently have no fee, renters may choose to have OR not have the bar
- Pay our bartenders minimum wage, (soon to be) \$16.55/hr, with at least 2 bar tenders on at a time (sometimes 3 for large events)
- Example of bar revenue from some recent events (amounts are not exact)
 - 3 hour bridal shower \$150 – 2 paid bartenders (99.30 in wages)
 - 2 hour celebration of life \$970 – 2 paid bartenders (\$82.75 in wages)
 - 10 hour wedding \$2500 – 3 paid bartenders (\$490ish in wage)

ALTERNATIVES: N/A

FINANCIAL IMPLICATIONS: potential for increased revenue

ATTACHMENTS: N/A

CONSULTATIONS:

For some comparisons:

- McNab Braeside: additional charge of \$18 per hour, per bartender, with a minimum of 4 hours
- Arnprior: Daily additional charge \$100-\$150
- Petawawa: Daily additional charge \$100

Prepared by: Rachel Eden, Community Liaison Officer

Reviewed by: Hope Dillabough, CAO/Clerk



Township of Horton COUNCIL / COMMITTEE REPORT

Title: SHUFFLEBOARD FOLLOW UP	Date:	Oct 10, 2024
	Council/Committee:	Recreation Committee
	Author:	Rachel Eden, Community Liaison Officer
	Department:	Recreation

RECOMMENDATIONS:

THAT the Recreation Committee receive this document as information for potential to expand programming

BACKGROUND:

In our September meeting we spoke about our inventory, including a full shuffleboard inventory comprised of all equipment and 3 shuffleboard play areas. At the request of the committee, Rachel explored several purchasing options for “mini” sized vinyl or click style shuffleboards. This would allow for more play spaces (5-6 boards instead of only our current 3). The lowest cost options for “official sized mini boards” were \$799 + tax, plus shipping per mat (upwards to \$1799).

We also heard rumblings that the Shuffleboard club in Renfrew may be looking to re-locate due to increased rental fees – just to be noted that there is certainly interest for shuffleboard options in general at this time.

More info to come as one of the shuffleboard Renfrew members is reaching out to Rachel.

ALTERNATIVES: N/A

FINANCIAL IMPLICATIONS:

ATTACHMENTS : N/A

CONSULTATIONS: N/A

Prepared by: Rachel Eden, Community Liaison Officer

Reviewed by: Hope Dillabough, CAO/Clerk



Township of Horton COUNCIL / COMMITTEE REPORT

Title: Proposed Book Club	Date:	Oct 10, 2024
	Council/Committee:	Recreation Committee
	Author:	Rachel Eden, Community Liaison Officer
	Department:	Recreation

RECOMMENDATIONS:

THAT the Recreation Committee receive this document as information for potential to expand programming.

BACKGROUND:

Members of the existing community have expressed an interest in beginning a “Book Club”. Suggested time was the 2nd Monday of each month between 10:30-11:30 in the upper meeting room. This would happen simultaneously with the Horton Heritage Crafts (Monday 9am-2pm), with the intention to be a compliment to the craft day, and not an obstruction.

There will be more info to follow as Rachel works out some finer details with volunteers, but wanted to take this opportunity to share.

1. What type of club are we?
 - Social
 - Read Anything & Everything
 - Open to all ages, genders (although our assumption is this will appeal primarily to seniors given the timing)
 - Initial intention of being small and intimate
2. How will we find members?
 - Share by word of mouth
 - Post on CC Board and Town Board
 - Post on social media
3. How will we meet and communicate?
 - in person (monthly? bi-weekly?)
 - gather contact information (phone number, email, social media) and exchange
 - but furthermore, should we provide ‘thought provoking questions’ in advance to our members, via email?
4. How will we choose books?
 - Nomination Process? Formal Voting? Organic Discussion? Ongoing List? Ask AI?
 - Things we must keep in mind: topic, length, input of everyone
 - Local authors would be fun, then invite the local authors to attend our final session
5. How will members access the books?
 - RPL has access to Large Print Books in many titles, however that number sounds limited to (1) per title, with a potential for inter library loans if we need an additional (1)

- RPL offers free access to digital kindle copies for patrons
 - Members take care of purchase/finding book on their own
6. Set Up the Discussion
 - For meetings we should provide some discussion questions which members will then use to build organic conversations and insights.
 - Resources for this: AI, LitLovers, GoodReads
 7. How can we make this fun and interesting?!
 - Light Refreshments
 - Themed meetings to compliment our current books
 - Opportunities for fun expansion!: Made to movie book, we could host a screening etc
 - Members can organize these creative extras organically on their own, or with the help of the Community Liaison Officer. Members will have to openly communicate with Rachel for any township involvement needed (example booking the hall)

ALTERNATIVES: N/A

FINANCIAL IMPLICATIONS: N/A

ATTACHMENTS : N/A

CONSULTATIONS: Jana Tamosetis, jtamosetis@renfrewlibrary.ca, Renfrew Public Library

Prepared by: Rachel Eden, Community Liaison Officer

Reviewed by: Hope Dillabough, CAO/Clerk



Township of Horton COUNCIL / COMMITTEE REPORT

Title: UPPER ROOM ITEMS	Date:	Oct 10, 2024
	Council/Committee:	Recreation Committee
	Author:	Rachel Eden, Community Liaison Officer
	Department:	Recreation

RECOMMENDATIONS:

THAT the Recreation Committee receive this document as information and make recommendations

BACKGROUND:

In the upstairs meeting room at the recreation centre there are some larger items: 2 fooseball tables, 1 air hockey table. These items are currently un-used and potentially broken. Should we consider disposing of these items on gov-deals. They take up a large amount of space in this rooms. This room is the potential location for book club, it also has been rented for a baby shower in late November, and the items potentially conflict with the atmosphere of that booking. Volunteers have offered to help dismantle the items in any way for transport.

ALTERNATIVES: N/A

FINANCIAL IMPLICATIONS: N/A

ATTACHMENTS : N/A

CONSULTATIONS: N/A

Prepared by: Rachel Eden, Community Liaison Officer

Reviewed by: Hope Dillabough, CAO/Clerk