

Township of
North Dundas

RECREATION & CULTURE DEPARTMENT

To:	Mayor and Members of Council
Prepared by:	Meaghan Meerburg, Director of Recreation & Culture
Date of Meeting:	December 10, 2013
Subject:	Monthly Report

1. Programming Notes:

Dan Hill ticket sales have reached 40 and are continuing to rise. North Dundas Arts Council representative Ann Brady, has posted the event on several Facebook pages and is continuing to market the concert through on-line advertising. The concert is also being advertised on the radio, in newspapers, and on televised community calendars in the Eastern Ontario Region. Advertising efforts will also be focused on reaching songs writers who reside in the Ottawa area.

The new Winter Program Brochure will be mailed out to all homes in North Dundas this week.

A new shinny hockey program will be offered at both arenas, beginning in January. Winchester Arena will offer this program on Monday nights from 10:00-11:00 pm as well as Wednesday mornings from 8:30-10:00 am. Chesterville will offer shinny hockey on Friday nights from 10:00-11:00 pm. The fee will be \$10/person.

2. Facility Notes:

The glass for the time keeper's box in Chesterville arrived with a hole in it and it has been installed.

ATM machines were installed at the 2 local arenas last week.

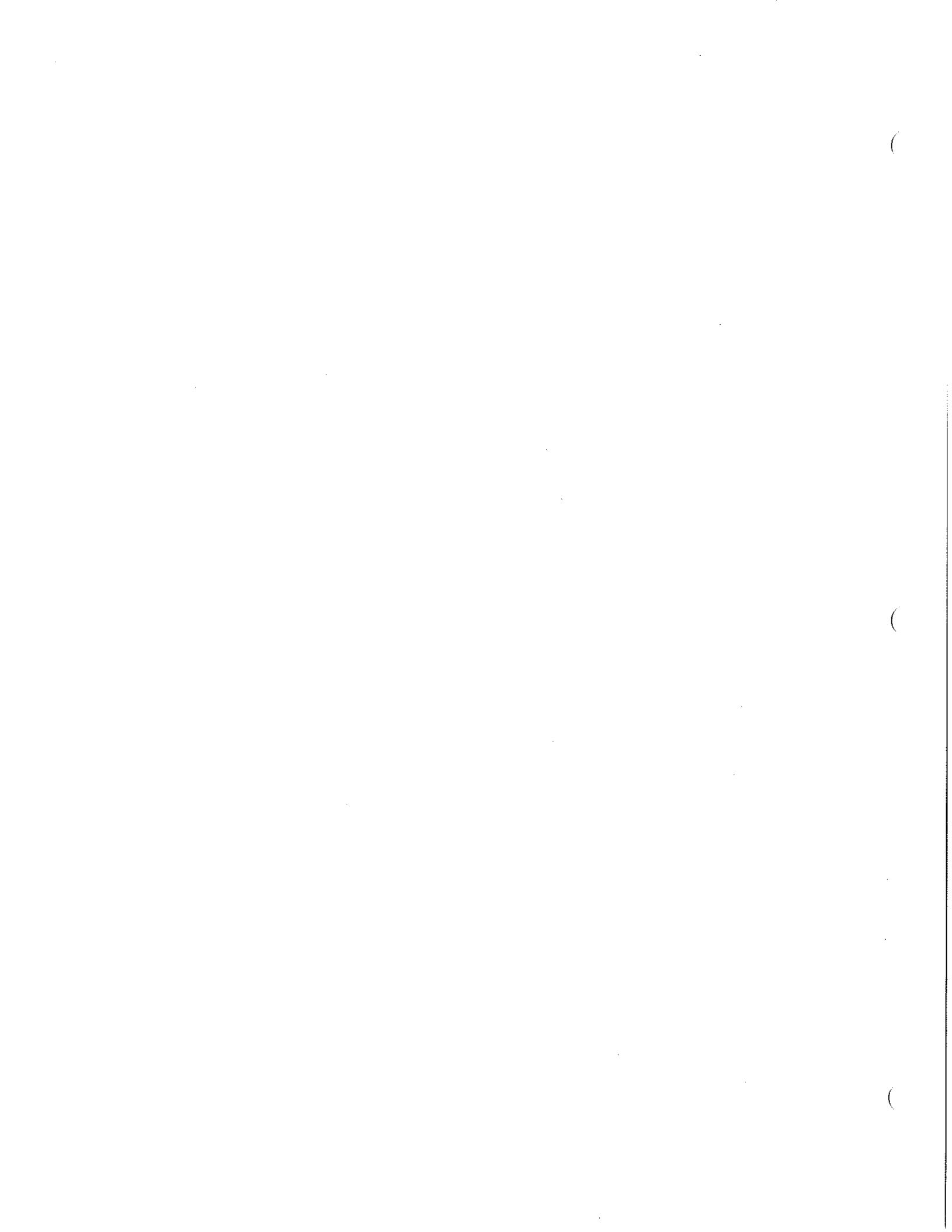
The rink houses have been checked and are operational for the season.

Les has reapplied for funding through the Save On Energy program for lighting in various facilities.

We are busy finishing projects that were designated for 2013.

3. Mountain Play Structure:

The Mountain Lions Club has generously agreed to donate \$5,000.00 over a period of 2 years towards the purchase of a new play structure for the Mountain Park. We have also received a matching donation. The swing set and climber remain in good condition and will not be replaced. The total



anticipated purchase price of the play structure is \$17,000. This leaves a balance of \$7,000. I have included the project in the proposed budget for 2014, with the \$7,000 coming from playground reserves.

4. Winchester Cultural Centre Heating Unit:

As mentioned in the November Recreation & Culture Dept. report, the Winchester Cultural Centre has had a new furnace installed as the old one needed to be replaced. This was an unfinanced capital purchase for 2013, to be financed in 2014. A budget amendment has been created for Council approval.

5. Winchester Arena Project Tender:

Three tenders were received for the architectural and structural engineering services for the design of the new rink slab, dasher boards and bleacher upgrades in the Winchester Arena. Proposals are currently being reviewed and I will be bringing forward a recommendation to Council during the December 10th Council meeting.

6. Tree Planting Financial Assistance:

Our local chapter of Girl Guides has received \$500 in funding support from the *GGC Tree Planting Grant*, which is sponsored by the *TD Friends of the Environment Foundation*. The Guides are graciously allocating the grant money towards tree planting efforts in park spaces within the Township of North Dundas.

7. Heating & Cooling Tenders:

Tenders were received for the supply and delivery of services pertaining to heating, cooling & refrigeration. Based on the review of the submissions and the evaluation process conducted, I would like to recommend that the contract for the years 2014 & 2015, be awarded to RB Heating ClimateCare.

8. Recurring Services Tender:

Tenders were received for the supply & delivery of recurring services. Based on the review of the submissions, a list of contractors was created and distributed to all Department Heads.

9. Full-Time Contract Facilities Operator:

We will be conducting interviews on Monday for this position and will be bringing forward a recommendation to Council on Tuesday.

10. Management Training Course:

I attended in a professional development training course from November 18-20th entitled *How to Become a Better Manager of People*. The course was hosted by Canadian Professional Management Services Inc. in Ottawa. The course covered the topics of leadership, managerial decision making, effective communication, performance management, delegation, and discipline, among other topics. I found the course and course instructor to be very helpful and informative.

Submitted By: _____

Approved By: AR _____

