

TOWNSHIP OF HORTON

Building Infrastructure Committee Meeting - June 27, 2011

There was a meeting of the Building Infrastructure Committee held in the Municipal Council Chambers on Monday, June 27, 2011. Councillor Jamey Larone, Councillor Glen Campbell and Rose Curley, Administrative Assistant were present.

The meeting commenced at 4:45 p.m. The following items were discussed:

Rink Lighting Electrical/Yemens Invoice

Committee members reviewed the invoice from Yemen Electric that outlined the outdoor rink and the repairs that they carried out. The Committee agreed that they would invite David Bennett the contractor who was in charge of the rink project to our next Infrastructure Committee Meeting.

Volunteer Drainage Group – Phase 1

The Committee discussed the proposed work project to be carried out at the community centre by a volunteer group. Work will include excavating, drainage, and catch basin. Councillor Campbell will talk to Dave Bennett as to when they will commence Phase 1, possibly sometime in July. Jeff Schruder, Municipal Infrastructure Manager should also be informed of the start date. Extra drain tile should be installed for future service wires. The materials should not exceed \$1,000 as outlined in a cost projection prepared by Jamey Larone. Councillor Larone will consult with Rick Hultink to see if it is necessary to install landscaping cloth in this area. Also, Jamey Larone will provide Jeff Schruder with a material list. Dave Bennett will be requested to contact Ontario One as to the locates.

Generator System Inspection by the Horton Fire Department at the Horton Community Centre and the Horton Fire Hall

The Committee reviewed a detailed generator inspection report carried out by the Horton Fire Department at the Horton Community Centre and the Horton Fire Hall. (see attached report). The following recommendations were made:

- *To simplify generator start-up a manual transfer switch should be installed in the furnace room at the community centre. This will probably be in the \$500-600 range. Glen Campbell will get three quotes and report back to the committee. Possibly the transfer switch could be moved from the community centre furnace room to the community centre generator room and this would save the costs noted above.*
- *There should be at least a 1-metre clearance in front of the transfer switch.*
- *Construction grade drywall should be installed to support the generator feed cable.*
- *Install an elbow to turn the exhaust pipe away from the fresh air intake.*
- *Put mesh on the exhaust fan.*

- *Install emergency lights with a battery pack (lasts 1-2 hours) to provide lighting in the generator room. Glen Campbell will donate these to the Township.*
- *Land line phone should be installed at the change room.*
- *Jeff Schruder, Municipal Infrastructure Manager should be requested to implement a monthly check-up system to test the generators at the community centre and fire hall. A log sheet should be completed with the date, and procedures that were done at each checkup. A shelf or locked cupboard could be installed outside the generator room to store the necessary supplies i.e. fuel, rubber gloves, one bag of Absorb-all compound (in a waterproof container), two 5-gallon (20L) jerry cans of diesel fuel c/w fuel conditions, a funnel, goggles, and a metal container for disposal.*
- *Electric Safety Standards (ESA) should be contacted to carry out a thorough inspection after the work is carried out. This ensures that we are meeting code and gives the Township insurance that they are meeting safety standards.*

Flashing on Community Centre and Change Rooms

The Committee discussed the repairs needed for the roof flashing at the Community Centre and Change Rooms. Glen Campbell volunteered his time last week and repaired some of the flashing. Both Jamey Larone and Glen Campbell said that they would organize a work bee and volunteer their labour to have this work completed. This item will be deferred to the next meeting.

Next Meeting Date

The next meeting of the Infrastructure Committee was scheduled for Monday, July 11, 2011 at 4:30 p.m. at the Municipal Council Chambers. The CAO/Clerk is requested to invite Dave Bennett to attend this meeting.

The meeting was adjourned at 5:20 p.m.

CHAIR

SECRETARY