

THE CORPORATION OF THE TOWNSHIP OF HORTON
Infrastructure Committee Meeting
May 13, 2014

There was a Meeting of the Infrastructure Committee held in the Municipal Council Chamber on Tuesday May 13, 2014. Present was Councillor Glen Campbell and Councillor Jamey Larone. Staff present was Mackie McLaren, CAO/Clerk.

1. CALL TO ORDER

Councillor Campbell agreed to Chair the Meeting. He called the Meeting to Order at 4:35 p.m.

2. DECLARATION OF PECUNIARY INTEREST

There was no declaration of pecuniary interest by Members of the Committee or Staff.

3. ROOF OVER FRONT ENTRANCE AT MUNICIPAL OFFICE

Councillor Larone said it was raining too hard to do an inspection prior to this meeting, which was his plan. He may have an opportunity later this week to climb onto the roof and carry out an inspection.

The CAO/Clerk reviewed the water back problem which leaks into the storage room and over the front office door. He explained that staff is concerned that there is now a mold problem in the office and there was a recommendation from the Health and Safety Committee that an investigation be carried out. He contacted an Environmental engineering company in Ottawa and the local Health Unit. An initial review was conducted by the Health Unit and it was suggested that some trim be pulled back from the front office counter to see if there is mold in behind the cabinet.

Councillor Larone said when he carries out his roof inspection he will attempt to lift some tin to see if ice shield was installed under the tin. If it is not there, it should be applied as it would keep water that backs up under the tin roof from entering the attic.

4. CLOSE IN FRONT COUNTER WITH GLASS

The CAO/Clerk informed the Members that there was a concern by front office staff of cold air coming into the office when the front door is opened and closed during the winter months. The Health and Safety Committee looked at this and there was a recommendation that Council consider:

- Installing a glass front to the counter which would serve two purposes – keep cold air out and also serve as physical protection for the front office staff.
- Install a door or ½ door in the hall near the Public Works Manager's office door to keep the cold air out and keep the public from wandering down the hall way.

The members asked which is most important – keeping the cold air out or physical safety. They agreed that if it was for cold air, there were other options:

- Install a wall heater in the front hall way, or
- Close in the front canopy outside the front door.

The members went outside and viewed the canopy area. Councillor Larone agreed to do a takeoff listing for the walls and speak to staff. The CAO/Clerk advised that a price has been received for the glass at the front counter and for a full door in the hallway.

Councillor Campbell advised that if it was a physical concern, he had access to a strobe light/horn that can be installed at the front counter or desk. This is activated by a button under a desk or counter. Horn and light work while button is pushed. This is left over from a job and it could be installed at no cost.

5. COUNCIL ROOM DOOR

The CAO/Clerk informed the Members that staff had suggested that glass be installed in the Council Chamber door so that people can see if a meeting is going on when the door is shut. A price has been received for this change.

The Members agreed to review the price received. They also asked if a sign with a sliding cover showing “meeting – no meeting” or “occupied – vacant” would accomplish the same thing. Councillor Campbell agreed to review this.

6. COMMUNITY CENTRE EXPANSION

- Bar Construction

The Members briefly discussed whether the bar expansion area should be temporarily divided off from the old kitchen area or should we proceed now with a permanent expansion. Councillor Larone noted that a grant application will soon be made which includes this work. He suggested that the work wait until we see if we have grant funding. Councillor Campbell agreed.

- Serving Counter

Councillor Larone noted that the Catering Committee has donated \$1400 for the construction of the serving counters. Are they constructed? The CAO/Clerk was requested to investigate when they will be installed.

- Furnace/boiler in addition

The Members noted that there is \$10,900 remaining on the original estimate in the furnace installation budget for the quoted boiler from the original estimate. Councillor Larone said there is a boiler in the zamboni room that the Township purchased a number of years ago which hasn't been installed. This is an option to save some of the budget.

Councillor Campbell asked about the need for air conditioning. He noted that there was no duct work installed in the walls for air. He suggested an option would be a ductless mini-split which includes supplementary heat coil. He asked to see the spec sheet for the heat pump proposed in the North Country Heating quote. The Members agreed that heat would be required by the end of August.

Councillor Larone suggested that Dave Bennett, Chair of the Community Centre Expansion Building Committee be invited to attend the next Infrastructure Committee Meeting to review the heating and cooling options for the expansion. Councillor Campbell agreed.

Councillor Campbell suggested that the stage will be a “closed in box” where there may not be any air movement. May need to install ceiling

fans or a screen to allow the garage door to be opened 1 or 2 feet to provide air for the band. The Members agreed that when Mr. Bennett attends the next Committee Meeting that he supplies the original heating quote, an update on the Halliburton Wind and Solar quote and there will be discussion of cutoff dates.

- Portable Wooden Stage Beside Rink

Councillor Campbell said the wooden stage donated by Andy Taylor is currently stored outside in the open. He said it doesn't look good and could be a property standards issue. He asked if there was any value in the stage now. It was noted that Mr. Taylor should be asked if he want the stage back. Councillor Larone suggested that he Recreation Committee be asked for direction at their next meeting.

- Eves trough over Two Doors on Addition

Councillor Campbell noted that with all the recent rain, the Township should install the eves trough over the kitchen door entrance in the new addition. It was noted that there was a section of eve trough over the door before the addition was constructed. He suggested that the Recreation Program Manager be asked where it would be stored. They also agreed that eves trough should be installed over the other two side doors as well.

- Lighting Concerns of Neighbours

It was noted by the Members that there was a complaint from the resident across the road from the Community Centre about the new outside lights shining into his house. The CAO/Clerk reported that a cover to shield the lights from the neighbour was installed the day after the complaint was received. The neighbour is now satisfied.

7. OTHER BUSINESS

- Electric Plugs at Rink

The CAO/Clerk advised that this item came from the Health and Safety Committee Minutes reviewed at the May 6th Council Meeting. The electrical plugs are to be mounted in the rink roof for the sonic blasters to keep the birds from nesting and roosting under the roof. The Members questioned whether these were effective. The CAO/Clerk reported that he understands the company that supplied the rink roof now has netting they install to keep birds out. He has asked the local supplier for a quote.

Councillor Campbell said he could see the need for future electrical connections for the outdoor stage and bar etc. under the rink roof.

- Community Centre Parking Lot

Councillor Larone said the parking lot will have to be re-graded and shaped so that the water runs away from the building. Councillor Campbell asked if we needed more fill. Councillor Larone asked if there should be course stone placed under the roof drip to keep mud from forming. He suggested that the three side doors need a concrete pad or 4 patio stones placed at each door. After discussion it was agreed that a concrete pad would be better and they could be built using excess concrete from the pour for the concrete floor of the pump building at the boat launch.

- Site Plan for Future Community Centre Uses

Councillor Campbell noted that at the Ma-ta-way Community Centre in Renfrew has a site plan of the property showing the future or proposed development displayed in the Centre. We should have such a plan showing the location of the well, septic system, future soccer fields, enlarged parking lot, future property purchase, underground wiring etc. The Members discussed this idea and suggested it could be a project for a student who has training with design or auto-cad software. This could be a Recreation Committee project.

- Sand Dome Structure

Councillor Larone asked if a schedule can be set up for an annual inspection of our sand dome. This past winter 2 or 3 similar shaped sand domes collapsed in Northern Ontario do to snow load and wind.

- Weather Stripping to Garage Door at back of Stage

The Committee Members agreed to follow up with Dave Bennett on the weather strips that are required on the garage door behind the stage at the Community Centre when we meet with him.

- Drywall Ceiling Repair in Upstairs Meeting Room

Councillor Larone said he will check out the drywall repair needed in the ceiling of the upper meeting room in the Community Centre. Councillor Campbell said the electrical feeder cable in the upper room needs to be guarded. He added that a fire top needs to be added to both ends of the guard.

- Trim on Window in Rink Building

Councillor Larone said he will return to the canteen area and put the trim on the window he installed to complete the work.

- Fridge for Canteen

Councillor Campbell said he is donating a kitchen fridge to the kitchen at the Municipal Office and asked if the current fridge should be moved to the canteen room of the rink change building. His offer was accepted and appreciated.

- Maintenance on Heating Systems and Air Conditioning Systems

The Members discussed the need to service the heating system to shut it down for the summer season and to service the air conditioning systems at the start of the season. North Country Heating will be asked to do this work. It was agreed that this item be placed on the agenda for the next Committee Meeting and that Jim Hubert, owner be invited to attend to discuss the arrangements to complete this work.

8. NEXT MEETING DATE

The Committee Members agreed to meet on Wednesday June 11, 2013 at 4:30 pm. Dave Bennett and Jim Hubert are to be invited.

9. ADJOURNMENT

Moved by Jamey Larone, Seconded by Glen Campbell that this Meeting
be adjourned at 6:14 pm.

Carried

CHAIR

CAO/Clerk