

THE CORPORATION OF THE TOWNSHIP OF HORTON

Infrastructure Committee Meeting

June 11, 2014

There was an Infrastructure Committee Meeting held in the Municipal Council Chambers on Wednesday June 11, 2014. Present was Mayor Don Eady, Councillor Glen Campbell and Councillor Jamey Larone. Staff present was Mackie J. McLaren, CAO/Clerk.

1. CALL TO ORDER

Mayor Eady called the meeting to order at 4:30 p.m.

2. DECLARATION OF PECUNIARY INTEREST

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

3. MINUTES OF MAY 13, 2014

Councillor Larone and Campbell reviewed the minutes. Councillor Larone described his findings on the roof inspection and inspection for mould in the Municipal office and storage room. No mould was found. They also discovered that there were no foam closure strips, no ice and water shield on either side of the gutters, no styrofoam vents out to the eaves and not sufficient insulation in the attic. He also found a hole in the valley, probably caused when ice buildup was removed to stop water from backing up in the spring melt. There were no screws in the roofing near the eaves trough. He also discussed the tree on the neighbour's property that is overhanging our roof and the branches should be cut back or remove the tree altogether with the neighbour.

4. FURNACES & AIR CONDITIONING SEASONAL MAINTENANCE

Jim Hubert of North Country Heating was present. Also present was Dave Bennett of the Recreation Committee. Mayor Eady noted that the Township put out a 3 year tender for maintenance of our furnaces and air conditions and no bids were received. We have no company on call for service. Since that time we have had a need for after hours service at the Community Centre when the furnaces went out.

Councillor Campbell gave an extensive review of how he had left a message with Mr. Hubert and did not get a call back so he tried another company who he was able to speak with. He asked Mr. Hubert to respond that he was or wasn't responding to the call in the future so he would know if the emergency work was being responded to.

Mr. Hubert explained that there were some code, safety or liability concerns because of the location of the outdoor furnace oil tanks to the well at the Community Centre. He expressed concern for his own liability as service man. Following a long discussion between Councillor Campbell and Mr. Hubert, the Committee requested that Mr. Hubert inspect all the furnaces and air conditioners and to provide a written report describing what was not up to code, what was not up to insurance standards and safety standards. They also requested that he proceed with the startup maintenance on the air conditioning units as soon as possible. The Members requested this report by June 30th 2014.

5. ROOF OVER FRONT ENTRANCE TO MUNICIPAL OFFICE

The Members reviewed a draft quotation document prepared by staff setting out the repairs to the roof including proper insulation and air vents in the eaves. The Members approved the tender wording after the item for tree removal was removed as they considered this required the services of

a different trade. The CAO/Clerk will seek an estimate from several local contractors once he hears back from the neighbour on whether his tree can be removed and if he will cost share with us.

The Members authorized that the tender be called, closing at the July 8th Council Meeting.

6. CLOSE OFF FRONT COUNTER WITH GLASS

The CAO/Clerk reported that a quote was received in the amount of \$2700 this past spring to install glass on the front counter. This would be for safety reasons and to keep the cold out of the front office when the door is opened in the winter.

Mayor Eady suggested that closing in the front foyer under the roof was an option that should be considered. It could provide space for people waiting when the counter is lined up. Put benches in there for people to sit while they wait.

7. CHANGE DOOR INTO COUNCIL CHAMBER – GLASS INSERT

There was a second quote received to replace the door leading into the Council Chambers with a door with glass insert in the amount of \$1020. This is a special order door because of its different size. The glass was so that staff and the public could see there was a meeting going on in the council chamber when they wanted to walk through to the storage or lunch room. The Members agreed to discuss this when staff attend to review the need for glass partition at the front counter.

8. INVESTIGATION OF POSSIBLE MOULD IN MUNICIPAL OFFICE

This item was discussed earlier in the meeting. An investigation by Councillors Campbell and Larone did not indicate there was mould from the roof backing up.

9. OTHER BUSINESS ARISING

Staff reported that the old portable stage outside at the rink has been disposed of.

Staff also reported that there is no need for the electric plugs at the rink as they were for the sonic bird blasters. They have not been found to be effective.

10. NEXT MEETING DATE

The Members agreed to meet in July at a date and time to be determined around staff vacations.

11. ADJOURNMENT

Moved by Glen Campbell, Seconded by Jamey Larone that this Committee Meeting be adjourned at 6:18 pm.

Carried

MAYOR

CAO/Clerk