

THE CORPORATION OF THE TOWNSHIP OF HORTON

Infrastructure Committee Meeting

July 16, 2014

There was an Infrastructure Committee Meeting held in the Municipal Council Chamber on Wednesday July 16, 2014. Present was Mayor Don Eady, Councillor Glen Campbell and Councillor Jamey Larone. Staff present was Mackie McLaren, CAO/Clerk.

1. CALL TO ORDER

Co-Chair Larone called the Meeting to Order at 3:30 p.m.

2. DECLARATION OF PECUNIARY INTEREST

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

3. MINUTES OF JUNE 11, 2014 MEETING

Co-Chair Larone reviewed the June 11th Meeting Minutes with the Members.

4. TENDER "GENERAL GOVERNMENT 2014-02 – MUNICIPAL OFFICE ROOF

Co-Chair Larone informed the Committee Members that Council opened the only tender received for this work, which was from Garnet Headrick in the amount of \$15,783.84. Council referred the tender to this Committee for review and consideration. He noted that during the site meeting, which was only attended by Mr. Headrick, additional items were added or changed and an Addendum was issued.

The Members questioned if the quote was in line with the Members' expectation. Co-Chair Larone agreed to do a "take-off" materials list and get pricing to determine if the quote is in line as there was only one quote received.

The Members agreed that if the take-off amount is close to the quoted price that the contractor be authorized to proceed, and a motion will follow at the Special Council Meeting next week. The Members agreed that the entire work is needed because of the leaks in the roof and to increase the attic insulation in the older part of the building.

The Members agreed that the tender amount was more than what the budget allotment was. The suggestion was made that as the entire work was required, that Council proceed with the work, once the take-off amount has been determined, and if there is not enough budget surplus within the General Government Department by year's end, that reserves be drawn down to cover the shortfall. This will all be part of the Council acceptance motion if and when the decision is made to proceed.

Removal of Tree in Back Yard

The Committee Members discussed the need to share with Mr. Headrick, who is our next door neighbour, in the removal of a large hardwood tree that is in his back yard but the branches could damage our roof. Co-Chair Larone noted that this work was not included in the above tender, but the tree should be removed before it falls onto our building.

The CAO/Clerk was requested to get two quotes from tree removal companies and the Committee will meet with Mr. Headrick to discuss sharing the cost. They noted that it may require a crane to remove each branch as it is cut down due to restricted access to the tree location.

5. FURNACES & AIR CONDITIONING SEASONAL MAINTENANCE

The CAO/Clerk presented the Members with a copy of a letter dated June 12, 2014 which authorized North Country Heating to proceed with the spring maintenance to the air conditioning units and heating units in the Municipal buildings. The company was also requested to assess the furnaces and air conditioning units and provide documentation on what does not meet code or insurance or safety standards. The maintenance and assessments were to be carried out by June 30 and have not been carried out or received yet.

The CAO/Clerk was requested to contact North Country Heating for a revised date when this information and work will be provided.

6. ADJOURNMENT

Moved by Glen Campbell, Seconded by Don Eady that this Committee Meeting be adjourned at 4:00 p.m.

Carried

CHAIR

CAO/Clerk