

THE CORPORATION OF THE TOWNSHIP OF HORTON

## Community Centre Building Sub Committee Meeting

July 8, 2013

There was a Meeting of the Community Centre Building Sub Committee held in the Municipal Council Chamber on Monday July 8, 2013. Present was Chair Dave Bennett, Mayor Don Eady, Councillor Bob Kingsbury, Councillor Margaret Whyte, Councillor Glen Campbell, Councillor Jamey Larone (from 7:15) Jamie Holmes, Randy Corbin and Ralph Miller. Staff present was Mackie McLaren, CAO/Clerk.

1. CALL TO ORDER

Chair Bennett called the Meeting to Order at 6:30 p.m.

2. DECLARATION OF PECUNIARY INTEREST

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

3. ITEMS TO BE ADDED TO THE AGENDA AND ADOPTION OF THE AGENDA

There were no items added to the agenda.

Moved by Margaret Whyte, Seconded by Randy Corbin that the agenda for the July 8<sup>th</sup>, 2013 Community Centre Building Sub Committee Meeting be approved.

Carried

4. MINUTES OF MAY 22, 2013 COMMITTEE MEETING

Chair Bennett reviewed the May 22 Meeting Minutes with the Members.

Councillor Whyte, Chair of Recreation Committee thanked Chair Bennett for the dock and BBQ his company supplied for the Fishing Derby July 6 and for all his help.

Mayor Eady requested that the CAO/Clerk research the possibility of extending the time period that the project is to be completed in case there are issues ahead. The Sub Committee Members agreed.

Mayor Eady reported that he has looked at the building plans. Does the grant require us to complete the entire building i.e. kitchen, stage, etc. which will cost well over the \$100,000 project we have budgeted. He requested that the CAO/Clerk check.

Chair Bennett noted that if we have to complete the entire building not just the shell we will have to scramble to meet the March 31 2014 deadline. Mayor Eady said he has heard rumors of an infrastructure grant next year that we could drop this program and get shelf ready for an application under a new program for the full amount of the building expansion.

5. BUSINESS ARISING FROM MINUTES

- Council has approved this Committee's request to direct the bar proceeds from building expansion fundraising events to this project.

- Council has approved an advance of \$3,500 to be used for fundraising events and activities. This loan will be reimbursed from the fundraising proceeds.
- Council has approved up to \$5,000 to be spent on preparation of the building plans which are part of the building project and are eligible for the 1/3 funding.
- Mayor Eady reported that he has asked representatives from TransCanada Pipelines for information on their community assistance program. There appears to be an opportunity and would suggest that Bruce McIntyre be asked for assistance in drafting an application. The Committee Members supported submitting an application.
- Building Design Layout and Drawings

The Members reviewed the draft plans which have now been received. The stage will require footings under both walls as they will be supporting walls. It was noted that the stage was not “flanged” out as suggested by Mayor Eady at previous meetings.

Mayor Eady said he had experience on stages and stage draperies and requested input into this part of the project. Kathleen Rogers, Recreation Program Manager has applied for a \$30,000 grant to finish the stage with drapes, lighting, sound system etc. Mayor Eady said that there will have to be something installed behind the drywall to secure the drapes and lighting to. Suggested 5/8” or 1” plywood behind the gyprock.

Councillor Kingsbury referred to the wall between the new kitchen addition and the stage. It shows a solid wall with no opening, should there be? Chair Bennett said at one time we were talking about an accordion roll up door for a serving window. He noted that these are plans for pricing only, not construction drawings.

Mayor Eady noted that the room to the left side of the stage is 32 feet long. It could be made into two rooms if needed in the future. The 48 x 48 window could be made into a doorway. Chair Bennett noted that storage is a requirement for this project. He suggested cut 12’ out of the front room next the stage for storage. Councillor Whyte said she would hate to see the rooms cut up. Mayor Eady said you could install vinyl room dividers that can be pushed back when you need a large room. He said he also agreed that an opening is required in the expanded kitchen wall towards the stage.

Ralph Miller asked if we expected there would be damage done to the existing block and siding on the wall exterior that will be removed for the addition. Could we use all new materials. Chair Bennett said all the block and siding can be reused to save money.

- Heating

Chair Bennett said he has asked a heating contractor for information on a heating system for the addition. The company recommended a small boiler split air conditioner. Estimate \$12,500. This includes instant heat for the hot water tap in the kitchen. This boiler will not look after the in-floor heating in the main hall, only in the new addition which would have radiant heating installed. Chair Bennett said in floor heating is superior and saves dollars. We should consider \$12,500 bottom line for heating and air conditioning.

### Concrete

Chair Bennett said he has spoken with a forming company who estimate the concrete and labour will cost \$16,000 for the footings, supporting for inside walls and floor slab.

Chair Bennett said he did not have a material cost list back yet from a supplier. Mayor Eady asked if the furnace and concrete prices include installation. Chair Bennett said yes we should consider \$28,000 as the rough cost for both these items and possibly \$50,000 to excavate and erect shell.

## 6. FUNDRAISING

Councillor Kingsbury, Chair of the Fundraising Committee for this project reported on the walk-a-thon and fishing derby. Approximately \$3,200 was raised in the walk-a-thon and \$1,000 in the derby. He noted that his contact for a fall music event has not gotten back to him. They hope to sell tickets at the Renfrew Fair. Chair Bennett noted that a \$1,000 gas card draw brought Seniors Home Support an excellent return.

Chair Kingsbury said that a local housing developer and contractor has promised to donate funds next year on a match donation arrangement.

Councillor Larone noted that there was nothing on the drawings for insulation under heating tubes. Councillor Campbell referred to a contract for a company he knows that has a large volume of insulation.

Councillor Larone said that BBQ'ing under the rink roof worked well on Fishing Derby day. Out of the heat. We need to encourage people to use this. A late summer event would work well.

### Tender Process

Chair Bennett discussed the tender process. Mayor Eady said the easiest way is to put out a tender for the full construction. We can tender labour and materials separately. He doesn't know if there would be savings in these ways of tendering.

Councillor Larone asked if we can remove the steel siding, soffit, fascia and stone in house to save, or would it be included in the tender. Chair Bennett said would be easy to do in house but the new WSIB rules make it difficult, even if we use volunteers. Someone has to accept the WSIB premium. Volunteers would be part of the Township employees under the new rules.

Councillor Campbell said each bidder should be pre-registered with a list of work completed, years in business, past history. He has some contacts that can help.

Chair Bennett said when we started discussing this project, there were several contractors interested in providing reduced prices or a donation to assist. A General Contractor tender would probably not bring in these companies. Mayor Eady suggested that if we tender in pieces we could ask for a donation. We won't cash the donation cheque until we pay the invoice. The company will receive an income tax receipt. Councillor Whyte asked if we divided up the project by trades do we not have to have a project manager to make sure all work is done properly. Chair Bennett said that would be up to the General Contractor to oversee. Materials would be tendered separately and the General Contractor would be exempted from that part of the work. Councillor Campbell asked when we would make this decision.

Chair Bennett suggested we get all sub trades in a meeting to see if they were committed to providing a donation through the tender process. He suggested we need to break ground by the 1<sup>st</sup> week in August to give us 5 weeks of good weather for construction. Councillor Larone said we need a time table. Do 2 or 3 members of the committee with construction experience do a material takeoff? Do we go to the two local lumber contractors in Town? Do we move forward and break down the whole job or do it in segments? How many sub trades, identify scope of work?

Chair Bennett asked staff to make up copies of the drawing and go to the contractors who would price it – RONA, Home Hardware, Sullivan’s, Town & Country, Stebro, Prince rather than do takeoff ourselves. He suggested this be done before a next meeting which he suggested by held July 16<sup>th</sup> at 6:30. He noted that we had made several hand written changes on the plans tonight and asked staff to contact the drafts person to see if we can make these changes. He said the plumbing contractor will have to install pipe into the floor before it is poured and the kitchen will need to be firmed up by the next meeting.

Chair Bennett suggested we contact the three trades directly for a quote and also put an ad in the newspaper. Mayor Eady said he would speak to the Finance Manager about the pricing process.

Ralph Miller noted that events will be taking place in the hall during construction. Is there any thought about security to the building. Chair Bennett said it would be the responsibility of General Contractor to secure the building each night.

8. ADJOURNMENT

Moved by Margaret Whyte, Seconded by Randy Corbin that this Sub-Committee Meeting be adjourned at 8:17 p.m.

Carried

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CHAIR

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CAO/Clerk