

NOTES of a Meeting of the Ompah Fire Hall Design Task Force of the Township of North Frontenac held on Friday, July 24, 2015 at the Clar/Mill Fire Hall (upstairs Meeting Room), 6648 Road 506, Plevna, Ontario.

PRESENT: Steve Sunderland, Chair; and Councillor John Inglis – Ward 3.

ALSO PRESENT: Cheryl Robson, Chief Administrative Officer (CAO); Kelly Watkins, Treasurer; and Tammy McQuigge, CAO Confidential Secretary (Recording Secretary).

1. CALL TO ORDER

The meeting was called to order by the Chair at 9:30 A.M.

2. DISCLOSURES OF PECUNIARY INTEREST & GENERAL NATURE THEREOF

None declared.

3. DELEGATIONS

None.

4. OMPAH FIRE HALL DESIGN TASK FORCE NOTES

- a) April 16, 2014 – Ompah Fire Hall Design Task Force.
(*Council to receive on August 10, 2015*).

The July 24, 2015 Task Force Notes will be sent by email to the Task Force Members for Approval-in-Principle as it is proposed that this is their last meeting; then they will be included in the next Council Agenda.

5. BUSINESS ARISING

None.

6. COMMUNICATIONS

- a) Resolution #633-14 dated December 15, 2014 – Appointments to Committees; Task Forces and Council Portfolios; Council authorization to extend the Ompah Fire Hall Design Task Force until the project is completed.

Received for information purposes.

7. NEW BUSINESS

- a) Other possible donations – Chair provided the following clarification:

Ompah United Church offered a \$5,000 donation for the Ompah Community Hall windows. As all donations are approved by Council first, a recommendation will be sent to Council requesting their authorization to accept this donation; once the Chair obtains the clarification from the Ompah Community Centre Committee (OCCC) with respect to the total donations for the Ompah Community Hall additional renovations approved by Council on January 12, 2015.

It was noted that the skylights have not been installed yet and they may be cost prohibitive. Trying to waterproof on metal roof maybe very difficult.

The Chair will obtain clarification from the OCCC re blinds, skylights and the OCCC may wish to ask Council about possible additional renovations to the kitchen in the future.

- b) 2015 Continuation of Ompah Hall Renovation Project Summary – Treasurer’s Excel breakdown as of June 2, 2015 re year-to-date expenses for the Ompah Fire Hall and Community Hall projects.

The Task Force discussed the spreadsheet in detail and the outstanding invoices. It was noted that the expense for the pressure washer should be a 2015 Fire Department expense, per the approved budget. The Treasurer will double check the budgeted items re Fire Department vs. Ompah Fire Hall Renovation project (including the washer, dryer, etc.) and make the necessary amendments.

It was noted that the renovation project (budgeted at \$2,000) for the library moisture issues is still outstanding and not completed yet. Water is pooling in the foundation; no ventilation; in summer, the window needs to remain open (Manager of Community Development (MCD) to ensure his department takes care of this annually). Water problems may be resolved by installing a relief drain in the area; water from Road 509 across the parking lot, now there is asphalt and the water can be redirected to go to the ditch in front of the Hall, keep the culverts cleaned; but ventilation is still needed. CAO to request Jeremy Neven, Chief Building Official (CBO) and/or Scott Richardson, Building Inspector (BI) to also attend the Hall to meet with the Chair and MCD if available, to discuss possible solutions.

- c) List of Deficiencies; Outstanding items; Next Steps; and Proposed Completion Date. The Task Force discussed the list of deficiencies provided by the Fire Chief dated June 30, 2015 stating the following:

“As it now stands there are only a few minor deficiencies that need to be completed, please see below.

- *Flag Pole- I have contacted the Electrical Safety Authority and left a message, as soon as I can meet with ESA and set up a meeting to discuss the electrical wires and the safe placement of a flag pole, I will share the plan.*
- *Washroom Floor Drain- I need to locate the drain location for Valley Plumbing prior to them attending, I am hoping that Steve Sunderland will help me pinpoint the location.*
- *No Smoking Signs- I will call BMR and have them made.*
- *Cracks in Concrete- The cracks in the floor have been repaired.*
- *Landscaping at the back of the fire hall has been completed.*

If I have missed anything please let me know.”

It was noted that the Ompah Community Volunteer Association (OCVA) had advised their \$50,000 donation will not be released until the deficiencies had been completed.

The Task Force discussed these deficiencies noted by the Fire Chief:

- Flag poles – outstanding item for Fire Chief to follow-up as noted above. This is a Fire Department expense in the 2015 budget;

- Washroom floor drain – was installed by Valley Plumbing before the floor was completed but it is still not cut out. CAO to ask MCD to arrange his staff, with the assistance of Chair Sunderland, to locate and cut out the floor drain.
- “No Smoking” Signs – Fire Chief was to order these from BMR as noted above; using the monies in the Occupational Health and Safety Program – Protection & Emergency Services Department budget to pay for the signs. Treasurer to see if the Township has received an invoice yet and if not, the CAO is to follow up to ensure these signs are ordered and installed.
- Cracks in concrete – have been repaired by Jim Boles. It was mentioned it looked like a cement grout to repair and this grout is not flexible (possibility it will not work) and it felt by Task Force members this is only a temporary fix. It was suggested to the Chair, by an Engineer, that these were shrinkage cracks and to deal with these in the future should the need arise. It was mentioned the cracks are showing where the rocks are close to the surface.
- Landscaping at back of Fire Hall has been completed and paid for.

The Canonto Lake Property Owners Association are generously donating to the Ompah Fire Hall a custom steel work bench, approved by Council on July 20th. Sunderland noted that the Ompah Volunteer Firefighters have requested lockable cabinets be installed under the bench. The Chair will get a quote and will let the Fire Chief, Deputy Fire Chiefs and CAO know the estimate. If there are no monies in the Ompah Fire Hall Project budget for this cost, it could be an expense under the 2015 Fire Department building maintenance budget if there is monies available.

d) Recommendation to Council to disband the Ompah Fire Hall Design Task Force. The Members recommend the Task Force be disbanded as the projects are near completion.

8. ADJOURNMENT

The Chair adjourned the meeting at 10:33 a.m.

APPROVED BY THE OMPAH FIRE HALL DESIGN TASK FORCE

ON _____, 2015.

Steve Sunderland, Chair
Township of North Frontenac
Ompah Fire Hall Design Task Force

RECEIVED BY COUNCIL ON October 13, 2015

1. RECOMMENDATION TO COUNCIL FOR CONSIDERATION

BE IT RESOLVED THAT Council receives the Ompah Fire Hall Design Task Force Notes of a Meeting held on July 24, 2015 as approved-in-principle by the Ompah Fire Hall Design Task Force.

2. RECOMMENDATION TO COUNCIL FOR CONSIDERATION

BE IT RESOLVED THAT Council accepts the \$5,000 donation from the Ompah United Church to pay for windows for the Ompah Community Centre renovation project;

AND THAT and the Clerk send a special thank you to the Ompah United Church for such a generous donation.

3. RECOMMENDATION TO COUNCIL FOR CONSIDERATION

BE IT RESOLVED THAT Council receives the Ompah Fire Hall Design Task Force's recommendation to disband the Ompah Fire Hall Design Task Force;

AND THAT Council thank everyone involved in this community project.
