

Pelham Community Centre Oversight Committee Agenda

Meeting #: PCCOC-17-2018
Date: Tuesday, April 10, 2018
Time: 1:00 p.m.
Location: Town of Pelham Municipal Office - Council Chambers
20 Pelham Town Square, Fonthill

Pages

1. Call to Order
2. Adoption of Agenda
3. Disclosure of Pecuniary Interest
4. Approval of Minutes 2
March 13, 2018
5. Unfinished Business/Business Arising from Minutes
 - Insurance Rider re Building Overlap - R. Nippell
 - Update on Advertising RFP - D. Ottaway
6. PCC Construction Update - Ball Construction
7. Financial Update, including Report to Upper Government Levels
8. Milestones for Reporting
Draft update report for April 16th Council
9. New Business
10. Next Meeting and Adjournment



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Members Present Bob Nippell, Ian Desrosiers, Bill Sheldon, Bill Gibson,
Darren Ottaway, Gary Accursi
Staff Present Nancy Bozzato, Teresa Quinlin, Joel Stapley
Staff Absent Judy Sheppard
Others Present Mr. Mc Farlane, Interested Citizen
S. Piccolo, Voice of Pelham

1. Call to Order

Noting that a quorum was present, the Chair called the meeting to order at approximately 1:05 p.m.

2. Adoption of Agenda

There were no changes to the agenda, save an except to hear the report from Ms. Holland at the beginning of the meeting.

3. Disclosure of Pecuniary Interest

4. Approval of Minutes

Moved By Gary Accursi

Seconded By Bill Sheldon

THAT the January 16 2018 Minutes be approved as circulated. Carried.

5. Unfinished Business/Business Arising from Minutes

- There were no further concerns with regard to the supply of tile materials and installation is 90% complete on the walls;
- The public area tiling will commence next week;

- Star Tile, a local business, has been exceptional in providing a large crew and their workmanship is fantastic;
- The tile has been cut down as previously discussed in relation to the washrooms;
- The sound system originally came in over budget so another proposal was requested from Sound Co which came in under budget so drawings have been prepared for review by Ms. Holland with regard to speaker locations, etc.;
- This created no issue regarding the schedule and crews will work as required to install Bose speaker system;
- It was noted that all areas have been covered and included in the quote and we will be able to repurpose one sound system for rink B which will bridge to the main system, which is likely to be a wireless system;
- Mr. Desrochiers advised that there will also be provision for a wired system as back-up;
- The Grand Foyer will also have a sound system, it being noted that there will be integration into different compartments which will allow for projection throughout the entire system or subsections as the software engineering will allow for subsets;through this open system;
- This set-up was seen to be optimal, given that because of the various components in this multi use space one could conceive many events at a time so it will be important to have standalone features;
- This component remains under budget and on time.

The following is a synopsis in relation to work scheduling:

- Masonry was a concern but now finished; some final patching and rubbing ongoing; will stay ahead of painter;
- Cermaic tile - reported above;
- Additional support steel for operative walls complete; last minute changes for pockets has been done;
- Walls will be later than hoped in the multi purpose area but can still work around it; one to two weeks only;
- Will install tracks in about two weeks; then can finish drywall bulkheads above moveable walls and then can complete ceiling work;
- One area in large MP room will run longer due to complexity of ceilings but not an overall risk to the project; likely early June but this is not a factor for occupancy;
- Ball Construction is also coordinating supports for theatre lighting that need details that will be built before the ceilings are complete but this creates no issue with move-in targets or risk to events;

- Aluminum screens are all installed and many are glazed;
- Ceramic tiles are well advanced; wall tiles almost complete and well into floors;
- Large overhead doors installed and operable;
- Rink boards for Rink B are to arrive Monday; two weeks later Rink A will arrive;
- The electrician is installing lights in Rink A with expected completion Friday;
- Next week lights will be installed in the main gyms and Rink A;
- Painters are doing well; with a big crew and working weekends to stay ahead. They will paint exposed atrium ceiling this weekend;
- Crews have installed all support steel for glass balustrade and glass railings;
- The glass contractor will install hardware to fasten glass and in a week or so will make templates to manufacture for tempered laminated glass which is expected on site in end of April;
- Main feature stair structure is complete with treads pored and it is ready for ceramic tile which is now ordered;
- Rubber flooring for gym change items is set to arrive mid April;
- Basketball nets and supports are set to arrive April 6;
- Support steel has all been installed with April 16 set for the net installation;
- Score boards for B and gyms arrived today and the main one is set to arrive mid April;
- Arena seating was custom built for this project and the mock up was approved and the seats are now in fabrication, set to arrive end of April for spectator seating;
- Crews will come two weeks before the seats arrive to do prep work/drilling to be ahead of the actual installation;
- Operable walls are due to arrive during the latter part of April/early May;
- These will need to be installed before putting down the wood gym floor which will take 5 weeks to install and paint, taking this component into early June;
- Regarding the tests for slab moisture, Ball Construction has been told unofficially this component looks fine for the gym;
- They are still waiting for results for the change rooms to determine if moisture barriers are needed;
- Support steel work is complete, although the support steel for theatre lighting work continues with the architect talking to the electrician for a pre-manufactured system;
- It is still being determined with regard to mounting structures for the theatre, with the final electrical layout being developed to ensure power is available;

- It was noted that there are no scheduled early events in that space so more flexibility is available;
- Although the schedule is tight, there are no threats to the project timeline or financing;
- Mr. Nippell will look into potential insurance liability issues given that part of the building will be in use while other parts are continuing with final construction components;
- With regard to the big equipment, a commissioning agent is being used with various meetings scheduled to occur;
- The refrigeration system will fire up May 27th and start pulling slab temperature down which takes longer than normal the first time;
- The gym system needs to be up and running before the wood floor is installed, which is set to come on line at the end of April in advance of wood floor installation;
- The testing will begin in April and proposed dates are in place;
- There do not appear to be any issues schedule-wise and they are dealing with Ms. Holland for training co-ordination;
- With regard to warranties, this begins from substantial startup and Ball Construction is closely working with mechanical contractors on that component as there is a need to control humidity in the building ;
- There are no issues with the fire enunciator panel and the electrical contractor booked time with the manufacturer to test and certify the system with the time already slotted to do this.

2. Update from staff:

- Ms. Quinlin advised that sponsors/advertising will be tendered;
- A suggestion was made to look into the use of Velcro strips around the arena boards allowing various teams to have their own advertising and enabling the sale of multiple layers of advertising;
- Mr. Ottaway will look into this
- The Committee was advised that all issues relating to the architect have been resolved.

6. PCC Construction Update - Ball Construction

All pertinent information was provided above

7. Financial Update, including Report to Upper Government Levels

Ms. Quinlin advised that staff is working with Infrastructure Ontario to take out the approved bridge loan while awaiting final land sales. There are no issues with cash flow on the project and all bills are being paid on time. She reviewed the

cash flow schedules on the project and stated there are no concerns regarding financing or invoice payment, noting the project remains within budget.

8. Next Phase for Tendering

Tendering is complete. In summary, all contractors are committed to the construction schedule for completion. Mr. Nippell noted that the only item outstanding is landscaping which will be done in May.

9. Milestones for Reporting

It was suggested that the next report occur in April to show the feature walls, colourations; furniture concept plans, i.e. to give an idea of what the building is going to look like. It was agreed to target the April 16th Council meeting for this report, with a final report contemplated for June.

It was suggested that Ball Construction and Petroff Architects being invited to attend the final report presentation.

It was noted that there have been some discussions about people in the community wanting to see the facility and begin the community and seat sale fundraising initiatives. It was reported that tours are anticipated, noting that some of the user groups are interested in seeing their user-specific areas as well.

Councillor Accursi advised that as we move forward with the community campaign and seat sales, we will need to co-ordinate tour opportunities. There also may be an opportunity for Open Houses to allow for public tours, wherein the Town could provide tour guides, it being noted that this is still a construction site so there may be liability issues in this regard.

Councillor Accursi will review this with the fundraising consultants and Mr. Nippell will review with their safety experts. There may be a requirement to have a Ball representative on site.

There will be a soft opening at substantial completion with some events such as a Lacrosse Peanut tournament (largest in Ontario) during the third week in July with the balance of the summer operating in a in soft open mode. The Grand Opening will occur likely in September when everything is operational in the building.

10. New Business

Ms. Holland provided a comprehensive update on the furniture, fixtures and equipment component of this project.

She will be invited in the next meeting to provide a tendering update and will incorporate her into the next Council presentation

11. Next Meeting and Adjournment

The next meeting date was set for Tuesday, April 10th at 1:00 pm.

BS and GA to adjourn meeting

Moved By Bill Sheldon

Seconded By Gary Accursi

THAT the March meeting of the Pelham Community Centre Oversight Committee do no adjourn.

Carried

Chair Bill Gibson; Nancy Bozzato, Clerk