

Date: Tuesday, November 21, 2017
Time: 1:00 p.m.
Location: Town of Pelham Municipal Office - Council Chambers
20 Pelham Town Square, Fonthill

Members Absent **Members:** Bob Nippell, Ian Desrosiers, Bill Sheldon, Bill Gibson, Darren Ottaway, Gary Accursi
Staff: Nancy Bozzato, Teresa Quinlin, Joshua Iannantuono

1. Call to Order

Noting that a quorum was present the Chair called the meeting to order at 1:02 p.m.

2. Adoption of Agenda

Moved By Gary Accursi

THAT the November 21, 2017 agenda for the Pelham Community Centre Oversight Committee be approved as circulated.

Carried

3. Disclosure of Pecuniary Interest

There were no pecuniary interests disclosed by any of the members present.

4. Approval of Minutes

4.1 October 24, 2017 PCCOC Minutes

Moved By Darren Ottaway

Seconded By Bill Sheldon

THAT the October 24, 2017 minutes of the PCCOC be approved as circulated.

Carried

5. **Unfinished Business/Business Arising from Minutes:** None

6. **PCC Construction Update - Ball Construction**

The construction schedule has been updated to November 10. The project is still tracking well and they are close to enclosing the building and plan to tarp in the open sections and install temporary heat. The brickwork is well in hand with about 2 weeks remaining to complete in full.

The rink pour for B is deferred to Thursday due to activities that were slower than anticipated although this will not impact the schedule overall.

Metal is proceeding with three 3 steel stairs installed and work begun on the fourth. There are three remaining.

In Rink A the sand cover over in-floor heating is being installed, and pouring will begin mid December so it will be complete before Christmas. In addition the formed concrete stairs are now complete. Bleacher tops need to be poured which was delayed by the installation requirements for steel handrails that were bolted to the precast concrete, however this is not a critical path item so it will be rescheduled to accommodate after the rink pour.

Installation of the zinc panels will begin this week and the air vapour and furring installation is complete. All materials are on site.

Completion of the parking lot is well advanced including all concrete curbs, 95% of sidewalks complete and the basecoat asphalt is down. Further, light standards are on site and crews will be standing standards in two weeks and they hope to energize at that time. The permanent power is scheduled to connect to the transformer this Friday. The permanent gas is installed and operational for heaters.

Hollow metal frames are on site as well as some hollow metal doors. They are waiting for hardware but will hang with temporary hardware to button up the building.

Security patrols are in place 7 days a week wherein the site is patrolled 5 times daily over the weekend and randomly during the week. It is expected to get site

lighting turned on soon and the building should be lockable within about two weeks.

The large overhead rolling doors are being installed next week into each rink and receiving room area. The Aluminum exterior framing is up and completed for 2nd floor atrium. However, some of the glass arrived broken so the manufacturer is remaking it.

The ground floor curtain wall frames are on site and the gym frames and glass are installed. The mason is finishing up outside and although there is a shortage in construction workers, Ball Construction continues to prioritizing where finishes are needed so as not to hinder other trades. As well, some work is being done out of sequence to maximize available contractors and not hold other areas, such as mechanical installations, up.

In summary, Mr. Nippell advised that they are still showing substantial completion for June 1st and at this time there is no threat to the schedule.

The design for the entrance stairs has been finalized and they expect shop drawings within a week. He noted that other stair installations continue. With regard to soundproofing, Mr. Nippell stated that this is still being priced out. Because the area has doubled from what was initially anticipated, there is likely to be an increase in costs. Initially, a 4-5 foot band around perimeter was assumed, based on other arenas (arena A) however since they hired a sound engineer and asked for his recommendation, the area has doubled to a 10 foot band. Tecktum was budgeted and will be used but they want it mounted on a channel system with acoustic insulation behind. By adding this Z-bar and acoustic insulation, it increases capacity for reverberation. This is based on the advice of the acoustic consultant hired by BCL and it is his recommendation. The only other option is to reduce the area of the panel but this will impact sound deadening of the system.

Some discussion on this area ensued, with a focus on what types of functions will occur in the space. Mr. Ottaway relayed information regarding renovations to the Old Pelham Town Hall with respect to the acoustic panels and the importance to get it right at the outset. There will be non-ice uses where it will be important if we want the building to function properly.

It was suggested that we wait to see the overall cost differential and consider at that time, noting that some members of society have difficulty hearing, so it will be important to follow best practice.

The time clock will not include electronic advertising, given the direction to go with a centre hung unit. Mr. Ottaway advised that when the addition of a scrolling electronic sign was explored, it would have added costs and dropped the height, which would have negatively impacted the lacrosse potential for the arena.

Mr. Nippell estimated a budget of \$50K for an electronic component additional because it would change the structure of the score clock, making it heavier which could be problematic. It was not designed for this and a change would have required the addition of reinforcement of trusses.

The issue regarding bleacher guards has been resolved with no impact to the schedule.

In terms of threats to the schedule, Mr. Nippell noted that the only area that has the potential to present a delay is the support steel that is needed for gym scoreboards and multi-purpose room moveable partitions. Ball Construction has been dealing with the scoreboard for 5-6 weeks trying to come up with an approved design and support method from the existing steel. Work continues regarding the basketball backstops and the required support steel for partitions, theatre lighting bars in multi-purpose room, and they still have to design supports however all is underway and is being coordinated by Ball Construction. These issues will come out of the contingency but the final amount has not yet been determined.

7. Financial Update, including Report to Upper Government Levels

Ms. Quinlin distributed the cash flow statement for the month of October. She noted that we have \$5.5 million left from the debenture and reserves which will take us to the end of January. We will continue to monitor land sales however it is not expected that the results will require any deviations from the original budget. Everything is tracking properly on the financial component of the project. There are cash donation pledges for over \$1.5 million but because donations will come in over time the actual cash is lower. Mr. Ottaway noted that the fundraising target has reached the halfway mark with pledges. TQ - will plug

with land sales re timing issue or other revenues to compensate any shortfall while pledging comes forward. In addition, discussions are underway in terms of naming rights which will be followed by the community campaign which will be significant for individuals and families and smaller local business, etc.

If we exceed the fundraising target, a reserve will be established for operating costs that will help during the first few years to address unknowns, such as an increase in utility costs.

Although the critical date for training on the refrigeration system has not set, plans are underway to ensure the appropriate training has occurred. Mr. Nippell advised that turnover of the building will occur after it has been demonstrated that the plant is operational and staff is fully trained. This scheduling will work back from when the ice is needed. It is hoped that ice will be up and running for August to accommodate hockey tryouts and the Junior B team. Ball Construction will be heavily involved in the transition for turning the building over to staff and will go through system by system and getting reports together as well as act as an intermediary with contractors and staff to get up to speed and submit manuals, documentation, etc. It is expected this will occur past substantial completion and although the work in this regard will be underway but final tweaking and balancing will extend a few weeks out.

In terms of substantial completion versus occupancy, Mr. Nippell advised that the facility will not open to the public until it is furnished and fully computerized. There is likely to be a soft opening before the grand opening. With regard to the engineered air units , the time window to fire up/ and how this ties into the warrantee will be finalized in the coming months. Mr. Nippell explained the process in this regard.

Councillor Accurse left the meeting at this point.

8. Next Phase for Tendering

Re outstanding tender awards, the only thing not awarded is washroom accessories and louvers on the roof that form screen for mechanical. Arena seating processes are underway, and they are obtaining pricing for drink holders. They have not yet tendered landscaping but have installed conduit for irrigation that will be part of the cost savings portion. Further, they had Rankin excavate planting beds when they poured the curbs. The sound system had an original \$70,000 allowance but since contacting a sound company, this figure may be low so it was bumped to \$120,000 from the allowance set aside but not needed so it was directed to the sound system. They are in the process to bring

a sound guy on board to design within the budget. Further, work is underway to determine what, if anything, could be used from the existing arena. Staff will investigate and forward information to BCL. There may also be potential to get a sponsor for this component.

Tenders awarded include flooring, painting and millwork. What remains is seating, washroom accessories and some kitchen supply.

Tendering is 98% complete with only a small portion remaining. This will likely be complete before Christmas and at this point, continues to remain on time and the budget still holds.

9. Milestones for Reporting

Chair Gibson suggested the first part of February for the next update report;. This will be confirmed in January, with a target for February 5 Report to Council.

10. New Business: None

11. Next Meeting and Adjournment

It was decided by consensus to meet January 16th, 2018.

Moved By Bill Sheldon

Seconded By Darren Ottaway

THAT the PCCOC meeting of November 21, 2017 be adjourned.

Carried

Chair Bill Gibson;

Nancy Bozzato, Clerk