

Cargill & District Community Fund (CDCF)
Cargill Community Centre Entrance Committee Minutes

Meeting Date: December 4, 2018

Location: Cargill Community Centre

Present: Brian Raper, Mike Weber, Brian Dales, Carman Lippert, Kevin Schmidt, Liz Fry, Gail Lippert

Absent: Dave Barrett, Jairus Maus, Lynne Davidson, Becky Maus

Municipal Representation: Jamie Morgan, James Lang,

Guest: Becca Reinhart (departed from meeting at 7:00 pm)

1. Call to Order

B. Raper called meeting to order at 6:30 pm. Brian welcomed B. Reinhart from Domm Construction.

2. Project Update

- B. Reinhart presented various interior samples for cabinetry, handles, countertop and paint to compliment the suggested VCT flooring. Committee decided on options.
- Colour of interior doors and trim was discussed. B. Reinhart is to provide more information on the type of doors (wood, steel, aluminum) to Committee.
- B. Dales requested frosted windows on the storage room by entrance as the boiler for the portico is situated there. B. Reinhart to advise Jake.
- Payment Certificate Draw #1 from Domm Construction Ltd. reviewed. B. Reinhart to provide Change Orders 2 -7 to J. Morgan.

3. Minutes of Previous Meetings

Moved by: C. Lippert

Seconded by: L. Fry

That the November 13, 2018 minutes be adopted. Carried.

4. Finance Report

- L. Fry reported expenses – Domm Construction - \$165,857.45 (1st draw) and Municipality of Brockton \$7,100.00 (building permit). Current Financial Statement balance is -\$38,040.07.
- **ACTION 79:** G. Lippert to send letter requesting waiving building permit fee to Municipality of Brockton Council (c.c. J. Morgan and J. Lang).
- J. Morgan will provide L. Fry with any general ledger entries in regard to the project finances.

5. Fundraising

- K. Schmidt stated he is working with Jenn Mulcaster, WES for Youth, in regard to a Catch the Ace fundraiser. He will arrange a meeting with Municipality of Brockton staff to review lottery licensing.
- G. Lippert reported D. Barrett recently contacted Chef Bevan, Georgian College in regard to the Taste of Local fundraiser and a tour of the Cargill Community Centre. On December 13th, Dave is

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meeting with three Organization of Canadian Nuclear Industries (OCNI) companies to discuss sponsorship.

- Public Campaign – letters will be sent out to local businesses.

6. Action List Review

58	L. Fry	Contact T. Serratore for funds -Brockton NWMO Community Wellbeing Grant (\$40k)	Requirement to fill out form – J. Morgan to contact T. Serratore about form.
61	D. Barrett	Partnering with Georgian College for a “Field to Fork” or “Pop-Up Restaurant” event.	Taste of Local Celebration 06APR19 – Dave working with Chef Bevan.
62	D. Barrett/ G. Lippert	Grants - Bruce Power, New Horizons, Organization of Canadian Nuclear Industries	Applications submitted to Bruce Power -\$10k, New Horizons - \$25k. OCNI – D. Barrett to meet with companies – 13DEC18.
67	T. Serratore/ J. Morgan	Finalize Financing Agreement and have signed.	In progress.
68	K. Schmidt	Catch the Ace fundraiser	Working with WES for Youth.
70	K. Schmidt	Contact C. Mercanti, Bruce Power Sponsorship Program, about funding.	In progress.
73	L. Davidson	Obtain estimate from Kitsupply for soap, paper towel and toilet paper dispensers.	No action required, prices included in tender

J. Morgan presented Financing Agreement between The Corporation of the Municipality of Brockton and Cargill District Community Fund. For #3, Committee requested bi-annual payments in June and December. J. Morgan to contract T. Serratore to amend. Motion made by B. Dales and seconded by K. Schmidt to accept Financing Agreement with payment amendment – Carried.

J. Morgan spoke to P. Toews on curbs (air conditioning provisions) for the existing hall/kitchen. Decision was to forego installation with this project.

Snow removal during project was discussed. Committee was of the understanding Domm Construction Ltd. is looking after. For access to the dry hydrant, the Municipality has Schmidt’s Paving contracted for snow removal. **ACTION 80:** B. Dales is to inform Schmidt’s Paving no snow removal needed around construction area and parking lot.

There are 4 toilets taken from old washroom and are to be used in new build. J. Morgan to follow-up with P. Toews – **ACTION 81.**

7. New Business

B. Dales asked if the Fire Alarm System could be done in house for cost saving purposes. There is an \$18k allowance in the base tender for this. Also, internet, phone, and sound/video needs could be completed in house. Motion made by B. Dales and seconded by C. Lippert, the Fire Alarm System allowance be excluded from the tender and be completed in house – Carried.

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Before any arrangements are undertaken, J. Morgan is to contact P. Toews in regard to Fire Alarm System request – **ACTION: 82**. If system to be completed in house, then B. Dales to connect with M. Murphy, Brockton Fire Chief, Firstline Security and W. Hinsperger – **ACTION 83**.

J. Morgan to contact Kincardine Cable about cost of internet service – **ACTION 84**. He will add this in the 2019 Municipality of Brockton budget for consideration.

8. Next Meeting

The next meeting is scheduled for **Tuesday, January 8, 2019** at 6:30 pm at the Cargill Community Centre. Entrance Meeting adjourned at 7:40 pm.