

MINUTES
THORNDALE COMMUNITY CENTRE MASTER PLAN
ADVISORY COMMITTEE
TUESDAY, SEPTEMBER 1, 2020 2:00 P.M.
Flight Exec Centre

PRESENT: R. Muir, Chair/Community Representative
D. Graham, Vice-Chair/Community Representative
L. Jones, Community Representative
K. Elliott, Member/Council Representative
S. MacDonald, Director of Community Services & Facilities
A. Bushell, Recording Secretary

Justin St. Amour, Representative from MCI
M. Henry, Chief Administrative Officer/Staff Representative
D. Brown, Parks & Facilities Supervisor

ABSENT: T. Heeman, Member/Council Representative

The Chair called the meeting to order at 2:06 p.m.

1. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

None

2. APPROVAL OF PREVIOUS MINUTES

(A) **June 17, 2020, regular meeting minutes.**

Moved by: Dave

Seconded by: Larry

(Resolution #TCCMPAC-21-2020)

RESOLVED THAT the minutes of the Thorndale Community Centre Master Plan Advisory Committee (TCCMPAC) held on June 17, 2020, be adopted. Carried.

3. PRESENTATIONS/DELEGATIONS – None.

4. REPORTS OF SUBCOMMITTEES

Do to timing restraints, the subcommittee reports were provided verbally.

(A) TCCMPAC Construction Subcommittee Report – September 1, 2020 (per L. Jones)

L. Jones provided a verbal summary of the Construction Subcommittee Report.
Additional information presented:

- Had a site visit two weeks ago

- Layout design ongoing for the kitchen
- A site meeting is scheduled for Sept 2, 2020

(B) TCCMPAC Fundraising Subcommittee Report – September 1, 2020 (per D. Graham)

Dave Graham provided a verbal summary of the Fundraising Subcommittee Report.

After the presentation of reports, there was some discussion regarding donour recognition, and timing of the Committee formally acknowledging the donations publicly.

Moved by: K. Elliot
Seconded by: R. Muir
(Resolution #TCCMPAC-22-2020)

RESOLVED THAT the Thorndale Community Centre Master Plan Advisory Committee, shall only formally engage in recognition events of donours, later in the process and by resolution. Carried.

Moved by: R. Muir
Seconded by: K. Elliot
(Resolution #TCCMPAC-23-2020)

RESOLVED THAT the Thorndale Community Centre Master Plan Advisory Committee receive the TCCMPAC Construction Subcommittee Report – September 1, 2020, and the TCCMPAC Fundraising Subcommittee Report – September 1, 2020 for information. Carried.

5. REPORTS OF STAFF

(A) Directors Report - S. MacDonald, Director of Community Services & Facilities

i. Capital Budget Project Costing

- Presented a report of the Projected Budget Summary using an excel spread sheet.
- Concerns raised over the roll up door. MCI will be requested to look into it.
- Minor budget overage on the excel spreadsheet did not include HST.

ii. Explanation of Budget Monies vs. Fundraising vs. Insurance Payout

Subcommittee is putting some monies towards none capital projects from fundraising.

iii. Update from MCI/Justin

The following items were brought forward regarding the buildings construction:

- Footing foundation is complete.
- Roofing is complete
- Slab pore is scheduled for later this week.
- Exterior wall constructions continuing
- Glass samples submitted for glazing
- Overall schedule within a week variance of projection

iv. Finalizing Exterior Building Sign (and wording for that sign)

- Exterior sign not included in initial project. Had some early drafts of possible signs made.
- Trying to maintain consistent sign design across municipality
- Possible costs of signs are currently \$3103 / \$3728 for the two drafts.
- Concerns raised over lighting at high time, and raised letters were discussed, with no resolution.

v. Discussion on building security (alarms, fobs, keypads, etc.) vs Staffing

The merits of various security methods were discussed in detail. The solution of primarily relying on staff was to be further investigated.

Moved by: L. Jones
Seconded by: D. Graham
(Resolution #TCCMPAC-24-2020)

RESOLVED THAT the report provided by Steve MacDonald, be received for information.
Carried.

6. COMMITTEE BUSINESS - none
7. CORRESPONDENCE – none
8. UNFINISHED BUSINESS – none
9. NEW BUSINESS – none
10. SCHEDULING OF MEETINGS

October 14, 2020 at 9 a.m. in Council Chambers

Moved by: D. Graham
Seconded by: K. Elliot
(Resolution #TCCMPAC-25-2020)

RESOLVED the next regular schedules meeting be held October 14, 2020 at 9:00 a.m.
Carried.

11. ADJOURNMENT

Moved by: D. Graham
Seconded by: R. Muir
(Resolution #TCCMPAC-26-2020)

RESOLVED THAT the meeting adjourn at 2:45 p.m. Carried.