

CORPORATION OF THE TOWNSHIP OF McNAB/BRAESIDE  
BUILDING COMMITTEE MEETING MINUTES

December 22, 2016

9:00 a.m.

1.0 **CALL TO ORDER AND ROLL CALL**

The Township of McNab/Braeside Building Committee Meeting was called to order at 9:06 a.m.

Present: Ryan Frew, Director of Public Works (Meeting Chair)  
Lindsey Parkes, CAO/Clerk  
Angela Lochtie, Treasurer  
Chris Vereyken, Chief Building Official  
Tom Peckett, Mayor  
Brian Armsden, Deputy Mayor  
Mandy Cannon (Recording Secretary)

Absent: Nil.

2.0 **DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF**

There were no disclosures of pecuniary interest declared at this time.

3.0 **ADOPTION OF AGENDA**

Moved by Angela Lochtie, seconded by Chris Vereyken, **THAT** the agenda dated December 22, 2016 be adopted as submitted and circulated.

**CARRIED.**

4.0 **DELEGATIONS AND PRESENTATIONS**

NIL

5.0 **ADOPTION OF PREVIOUS COMMITTEE MEETING MINUTES**

NIL

6.0 **GENERAL INFORMATION ITEMS**

NIL

## **7.0 BRAESIDE GARAGE and SAND/SALT SHED**

### **7.1 UNFINISHED BUSINESS**

Nil

### **7.2 NEW BUSINESS**

- a) Water testing at residential property

Mr. Frew advised that water testing was completed on two properties in the spring of 2016 prior to work commencing on the Braeside Garage and Sand/Salt Shed. One of the property owners is now requesting that another water test be completed. The Building Committee agreed that the next step will be to advise the property owner that bacterial testing can be completed as often as desired and the Township Office is a pick-up/drop-off facility for these tests.

- b) Core testing of concrete garage slab

Mr. Frew advised that the concrete slab in the Braeside garage was tested at a strength less than what was designed for that space. Cores will have to be taken from the slab to be tested and determine if the strength is sufficient. If the strength is not sufficient, a longer warranty will be put on the slab.

## **8.0 MUNICIPAL OFFICE BUILDING AND PERNEEL BUILDING**

### **8.1 UNFINISHED BUSINESS**

NIL

### **8.2 NEW BUSINESS**

- a) Review of preliminary concept plans.

The Perneel Building – The Building Committee reviewed the suggested building floor plan for the Perneel Building and it was suggested that the lobby and washrooms be re-positioned so that the lobby is at the entrance of the building and that it be a larger, open space with room for benches. It was also suggested that the size of the mechanical room be decreased to allow space for the larger lobby.

The Municipal Office Building – The Building Committee reviewed the floor plan options and are pleased with the site plan. The Building Committee suggests that the roof be changed to a sloping, “shed” roof. The Building Committee further suggests that the office size for

the Financial Assistant, Executive Assistant, Deputy Clerk, Fire Chief, Recreation Director and Planner be reduced to approximately 100 square feet, and that two of the eight cubicles be removed from the design. It is also recommended that a mobile filing system could reduce the size of the fire proof file storage space. Once these changes have been made, the new design will be presented to the Planning Advisory Committee at the January 10, 2017 meeting.

## 9.0 NEW BRAESIDE RECREATIONAL CENTRE

### 9.1 UNFINISHED BUSINESS

NIL

### 9.2 NEW BUSINESS

- b) Review information from the Town Hall Meeting and determine next steps for the project.

The Building Committee discussed the feedback from the Town Hall Meeting and will look into addressing the concerns of the slope of the roof and the indoor viewing space for the outdoor rink. Mr. Frew will contact Greenview Environmental Ltd. to request an updated design taking these concerns into consideration. The new design will be presented for Council decision.

## 10.0 NEXT MEETING

TBD

## 11.0 ADJOURNMENT

Moved by Tom Peckett, seconded by Angela Lochtie, **THAT** this meeting of the Building Committee adjourn at 12:06 p.m.

**CARRIED.**