

*Request for Decision United Townships of Head, Clara & Maria Council*

Type of Decision									
Meeting Date	Thursday, September 12, 2013				Report Date	Thursday, September-05-13			
Decision Required		Yes	X	No	Priority	X	High		Low
Direction		Information Only		X	Type of Meeting	X	Open		Closed
<b>Renovation Update - Report #12/09/13/1201</b>									

**Subject:**

Update on the Community Infrastructure Improvement Fund project.

**RECOMMENDATION:**

For information only.

**BACKGROUND/EXECUTIVE SUMMARY:**

Work is progressing well with only one new “found” project. The space over the bar area requires more support than originally anticipated. Again, costs will be minimal.

There is some considerable dissatisfaction with architectural and engineered drawings compared to our requests and the requirement for workable drawings for trades.

A full list of errors or omissions will be completed and provided at a later date for Council’s consideration.

Modifications to plans have been made by our contractor and staff with the assistance of Michelle Street of the RCDHU and Bob Labre our CBO which include:

1. Removal of the 3 bin sinks due to the installation of a commercial dishwasher. Michelle explained that with the dishwasher we no longer needed the 3 compartment sink.
2. Installation of both a hand washing station and a produce/food product use sink in the kitchen area. For some reason there was only one small sink in the architectural drawings.
3. The islands are being replaced with an 8 foot stainless steel work table with a lower shelf and two stainless 3-shelf steel bussing carts. The stainless steel work surface was a recommendation by Michelle; the carts were discussed previously but two will provide service for clearing dishes and also a mobile work station if required. Being smaller than the moveable islands, they may also be used to assist in moving heavy objects when required. (e.g. carrying bar supplies across the kitchen)
4. The 2 range hoods in the original drawings have been replaced with one larger unit which has a larger draw (more than twice the volume) and simpler installation (one unit as opposed to 2) than two smaller units.

Other updates include:

1. Cupboard drawers and counter tops have been ordered. The contractor selected a colour which matches the flooring which will be used throughout the building. The doors are plain and light in colour to simplify cleaning and to make the room appear larger and more spacious.
2. Plans have been changes so that cabinets will reach the ceiling to make use of all available space.
3. Quotes are being received on the new heating system converting from oil to propane.
4. The engineered drawings did not allow for any heat in the kitchen/bar area. This is being modified by the businesses quoting on the project in conjunction with our contractor and CBO.
5. The engineers design including an air conditioning unit has been changed to use only heating. The cost/benefit from air conditioning in this unit is not feasible. Additionally, the heating contractor has let us know that it is not available in Ontario and we do not have the required 2 phase service.
6. Propane heated hot water will be provided with supply divided so that hotter water will be available in the kitchen than in the washroom to prevent burn injuries from public use.
7. A new electrical panel has been inserted in the kitchen to simplify new requirements including sufficient outlets for crock pot use and switch activated outlets for the bar fridge.

#### **Options/Discussion:**

With our new kitchen, additional equipment will be required in the future. Depending on budget, pots and pans may be purchased at this time. Otherwise, 2014 budget might consider this. Currently users bring large item pots, bowls, and utensils from home.

#### **Financial Considerations/Budget Impact:**

The commercial dishwasher and components will be our largest ticket item taking up almost 50% of our appliance budget. Using lower quality commercial or high end household ranges and refrigerators should keep us within budget. If funding allows, we may replace the well-worn coffee maker.

#### **Policy Impact:**

None at this time. For future consideration – having Council hire and train qualified SMART serve staff to increase hall useage; and including licensed hall rental as a new service as the Lion's Hall is Chalk River does. Many people avoid using rental spaces where they need to procure qualified SMART serve staff and utilize their own liability insurance. Benefits would be increased hall use, employment opportunity for local resident. Liabilities would increase with liquor licensed events.

#### **Others Consulted:**

Darryl Francoeur, Mackey Construction; Bob Labre, CBO; Michelle Street, RCDHU;

Approved and Recommended by the Clerk

Melinda Reith,  
Municipal Clerk