

United Townships of Head, Clara & Maria Council

Request for Decision

Type of Decision									
Meeting Date	Tuesday, March 22, 2022				Report Date	Thursday, March 10, 2022			
Decision Required	X	Yes		No	Priority	X	High		Low
Direction	X	Information Only			Type of Meeting	X	Open		Closed

**Report #22/03/22/1204 – Municipal Building Upgrades Update**

**Subject:** Update on Municipal Building Renovations

**Recommendation:** That Council pass Resolution No. 22/03/22/007 directing staff to authorize the cost of \$2950 plus HST to have the concrete floors in the library levelled.

**Background/Executive Summary:**

William Sons was awarded both tenders for the municipal building repairs.

At the time of this report the following items have been completed: insulation of the attic in community centre and library bringing the R-value up to 60; fluorescent lighting has been upgraded to LED; and painting of the Library (completed by Public Works).

Partially completed projects include:

plumbing issues have been resolved – dry wall patch work and venting needs to be completed; and ramps have been installed in the municipal office to address accessibility and safety issues – finishing of ramps needs to be completed.

Outstanding items include:

replacement of windows (windows will not be available until May 11<sup>th</sup>); replacement of toilets, sinks and faucets in men’s and woman’s washrooms; installation of touchless soap and paper dispensers in the men’s and women’s washrooms; installation of a permanent transparent barrier in the municipal office; and installation of flooring in the Library.

Currently we are at a standstill with work as issues were identified with the concrete slab once the carpet in the library was removed. There is a large hump in the middle of the floor that was covered by the carpet and the librarian’s computer station. There is concern of the vinyl flooring buckling and not being installed correctly if the issue is not corrected before laying the floor. The anticipated cost to remove the buildup of concrete and refinish the flooring is \$2950 plus HST. The breakdown of cost had been enclosed.

Bergeron Mechanical was awarded the RFP to upgrade the heating and water heating systems. To date, the old boiler has been removed and replaced with a new NCVH Condensing Combi-Boiler. The heating issues are corrected in the municipal office. The thermostat in the municipal office still needs to be replaced and venting installed in the community centre to increase air return needs.

Quotes were obtained for upgrade to the security system, which has been awarded to KS Security. It is anticipated that the replacement will occur by the end of April.

Quotes were obtained for the upgrade of the audio and visual systems in the community centre, and staff is working on comparing products and pricing before awarding the project.

**Financial Considerations/Budget Impact:**

\$2950 plus HST; funds be absorbed through general surplus, or through the Contingencies Reserve if required.

**Enclosures:**

Quote for re-levelling Library flooring.

Approved and Recommended by the Clerk

Crystal Fischer,  
Clerk/Treasurer