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## MINUTES 007

MEETING:	Gemmill Park Construction Progress Meeting
PROJECT NAME:	Gemmill Park Design
PROJECT NO.	16611-2
LOCATION	3131 Old Perth Road, Almonte, ON
DATE:	August 09, 2017
TIME	1:15 pm - 2:00 pm

	NAME	REP	EMAIL	PHONE
PRESENT	John Edwards, Councillor	MM	jedwards@mississippimills.ca	
PRESENT	Jane Torrance, Councillor	MM	jtorrance@mississippimills.ca	
PRESENT	Paul Watters, Councillor, Meeting Chair	MM	pwatters@mississippimills.ca	
PRESENT	Calvin Murphy, Recreation Manager	MM	cmurphy@mississippimills.ca	613-256-1077 ext. 24
PRESENT VIA TELEPHONE	Ric Carreon, Senior Landscape Architect (Lashley + Associates)	L+A	rcarreon@lashleyla.com	613-233-8579
PRESENT VIA TELEPHONE	Amelia Kebbel, Landscape Architect (Lashley + Associates)	L+A	akebbel@lashleyla.com	613-233-8579

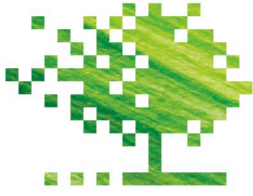
The below is considered a complete and accurate account of the proceedings; please notify Amelia Kebbel (Lashley + Associates) within 48hrs of any errors or omissions. Distribution: Calvin Murphy, Diane Smithson. File# 16611-2.



ITEM	DESCRIPTION	ACTION BY	STATUS
1.0	Approval of Agenda:		
	1.1	Moved by J. Torrance	
	1.2	Seconded by J. Edwards That the agenda be accepted as circulated and read.	Carried
2.0	Approval of Minutes from the Previous Meeting:		
	2.1	Moved by J. Torrance	
	2.2	Seconded by J. Edwards That the minutes of the previous meeting held on July 25 <sup>th</sup> , 2017 (Minutes 006) be accepted as circulated and read.	Carried
3.0	Discussion of Open Items in the Minutes from July 25th 2017:		
	3.1	<u>Item 2.3:</u> A meeting on Thursday August 10 <sup>th</sup> to review the armour stone and playground boulders will take place with L+A and MM. L+A to determine if the materials are acceptable for use based on the project specifications. MM to supply the materials to the construction site.	L+A/MM Open
	3.2	<u>Item 2.6:</u> It was confirmed by the Architect that the specified building materials are graffiti resistant. Such specifications are included on the construction drawings. Now closed.	N/A Closed
	3.3	<u>Item 4.1:</u> Fuller to request information from Propour (Skate Park contractor) on the correction of the hairline fracture deficiencies.	L+A / Fuller Open
	3.4	<u>Item 5.1:</u> The extra for the MH at Bridge Street has been approved and work is going ahead. Now closed.	N/A Closed
	3.5	<u>Item 5.2:</u> Lines to clear the building's pipes of water prior to winter closure is already incorporated in the construction plans.  The Municipality will perform similar winterizing maintenance on the new washroom building as is performed on the building near the	N/A Closed



		baseball diamond. Now closed.		
	3.6	<u>Item 5.3:</u> The trenching location for the hydro line is approved and work is going ahead. Now closed.	N/A	Closed
	3.7	<u>Item 5.4:</u> The Committee would like to pursue the change from the specified Type K copper pipes to soft coil. L+A to research local suppliers and delivery times. The Committee has been advised of a potential three-week delay for ordering the new material.	L+A / Fuller	Open
	3.7.1	Moved by J. Torrance.		
	3.7.2	Seconded by J. Edwards that the copper pipes be switched from Type K to soft coil as per the Municipal Engineer's recommendation.		Carried
	3.8	<u>Item 5.5:</u> The Committee confirmed that the catch basin cover is a required extra for the park. L+A recommended an amount of \$1,000.00 be set aside for this additional work.	N/A	Closed
	3.8.1	Moved by J. Torrance		
	3.8.2	Seconded by J. Edwards that a custom catch basin cover be designed and installed for the splash pad.		Carried
	3.9	<u>Item 6.2:</u> The Committee requested information on the time of supply to switch the incorrectly ordered black play surfacing tiles back to the originally specified slate colour. L+A to request information from Fuller for this change.	L+A / Fuller	Open
	3.10	<u>Item 7.1:</u> Project schedule:  The Committee expressed concern with the pace of the project construction schedule, supplied August 9, 2017. The Committee would like to see a revised schedule where construction is accelerated for items such as the building, playground and splash pad.  Fuller has indicated that while the current schedule denotes end of September as the final cleaning and turnover, they are pushing to be complete by mid-September.  L+A to request revised schedule from Fuller.	L+A / Fuller	Open



4.0	Other Items			
	4.1	The Committee has organized a tentative meeting for August 30 <sup>th</sup> at 9:00am at the Municipal Office to review ongoing construction. L+A to attend.	MM / L+A	Open
5.0	Adjournment			
	5.1	Moved by J. Torrance		
	5.2	Seconded by J. Edwards		Carried