



AGENDA
REGULAR MEETING OF THE BARRHEAD TOWN COUNCIL
TUESDAY, AUGUST 14, 2018 AT 5:30 P.M.
IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS

Barrhead....a quality community....giving a quality lifestyle

Present

Others Present

Regret

1. Call to Order
2. Consideration of Agenda (Additions - Deletions)
3. Confirmation of Minutes
 - (a) Regular Meeting Minutes – July 10, 2018
4. Public Hearings
 - (a) There are no Public Hearings
5. Delegations
 - (a) Delegation at 5:30 p.m. – Ms. Rita Lyster
 - (b) Delegation at 5:45 p.m. – Mr. John Pattyson
 - (c) Delegation at 6:00 p.m. – Mr. Kevin Danyluk
6. Old Business
 - (a) There is no Old Business
7. New Business
 - (a) Monthly Bank Statement
 - (b) AUMA Convention meeting with RCMP
 - (c) Municipal Affairs – Ministerial Order Extension

8. Reports - The Council Reports
 - (a) Council Reports as of August 14, 2018
 - Barrhead Agricultural Society
 - Library Board/Yellowhead Regional Library Board
 - (b) CAO's Report and Department Head Report
9. Minutes
 - (a) Barrhead & District Social Housing Association – June 20, 2018
10. Bylaws
 - (a) Bylaw 07-2018, Land Use Bylaw Amendment
11. Correspondence
 - (a) Town of Barrhead Strategic Priorities Chart
 - (b) Alberta Recycling Update
12. For the Good of Council
13. Tabled Items
14. In-Camera
 - (a) Land – Pursuant to Section 16 of the FOIP Act
 - (b) Land – Pursuant to Section 16 of the FOIP Act
 - (c) Land – Pursuant to Section 24 of the FOIP Act
 - (d) Legal – Pursuant to Section 16 of the FOIP Act
 - (e) Legal – Pursuant to Section 16 of the FOIP Act
 - (f) Legal – Pursuant to Section 24 of the FOIP Act
15. Adjourn

MINUTES OF THE REGULAR MEETING OF THE BARRHEAD
TOWN COUNCIL HELD TUESDAY, JULY 10, 2018,
IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS

PRESENT

Mayor McKenzie, Crs: D. Kluin, R. Klumph, S. Oswald, L. Penny and D. Smith

Officials: Martin Taylor, CAO, Kathy Vickery, Director of Corporate Services and Cheryl Callihoo, Director of Development & Legislative Services

Others: Barry Kerton, Barrhead Leader and Mark Capps, 97.9 The Range

ABSENT

Cr. T. Assaf

INVOCATION

Pastor Kevin Ree from the St. John's Evangelical Lutheran Church provided the invocation at 5:27 p.m. and vacated the Chambers at 5:30 p.m.

CALL TO ORDER

Mayor McKenzie called the meeting to order at 5:30 p.m.

AGENDA

The agenda was reviewed.

233-18

Moved by Cr. Penny that the agenda be accepted with the following amendments:

- 7(e) FCM Municipal Asset Management Grant Application
- 14(b) In-Camera – Land

CARRIED UNANIMOUSLY

**DELEGATION –
BARRHEAD PICKLEBALL**

Mayor McKenzie and Council welcomed Ms. Judy Bohn and Ms. Marcia Moon, representatives of Barrhead Pickleball at 5:35 p.m.

Ms. Marcia Moon introduced the Board of Directors of the Barrhead Pickleball to Council and thanked the Town for the support of Pickleball and also thanked Shallon Touet, Director of Parks and Recreation and Kat Hueggenberg, Communications Coordinator for all their help.

Ms. Judy Bohn discussed Pickleball and showed a video presentation to Council.

Pickleball group request that Town consider if possible when and if the skateboard park may be moved that Council consider allowing the group to repurpose the area for Pickleball or the Town consider a more permanent area for Pickleball. The group also suggested that they will approach the Elks Club to aid in the funding.

EXITED

Mayor McKenzie and Council thanked Ms. Judy Bohn and Ms. Marcia Moon and they exited the Chambers at 5:52 p.m.

234-18

Moved by Cr. Klumph that Council accept the Barrhead Pickleball delegation as information.

CARRIED UNANIMOUSLY

**DELEGATION –
VICTIM SERVICES**

Mayor McKenzie and Council welcomed Ms. Heidi Magus, representative of Barrhead Victim Services at 5:52 p.m.

Ms. Heidi Magus reviewed and discussed the Barrhead Victim Services report with Council along with the Party Program.

Mayor McKenzie and Council congratulated Barrhead Victim Services for 25 years operating in the Community.

Ms. Heidi Magus stated that there are two people on staff and nine on the Board along with five volunteer advocates who go on-call. She also reviewed the services provided by Barrhead Victim Services.

EXITED

Mayor McKenzie and Council thanked Ms. Heidi Magus and she exited the Chambers at 6:09 p.m.

235-18

Moved by Cr. Kluin that Council accept the Barrhead Victim Services delegation as information.

CARRIED UNANIMOUSLY

**DELEGATION –
MR. BUNDSCHERER**

Mayor McKenzie and Council welcomed Mr. Peter Bundscherer at 6:09 p.m.

Mr. Peter Bundscherer met with Council to discuss concerns along 55th Street that need to be repaired.

Council advised that 55th Street is scheduled for repair in 2019.

Mr. Peter Bundscherer also expressed concerns with the speeding along 55th Street.

Council advised Mr. Bundscherer that they have not heard from the Community Peace Officer that there has been any excessive speed along 55th Street.

EXITED

Mayor McKenzie and Council thanked Mr. Peter Bundscherer and he exited the Chambers at 6:14 p.m.

236-18

Moved by Cr. Penny that Council accept the delegation as information.
CARRIED UNANIMOUSLY

**CONFIRMATION
OF MINUTES**

The Minutes of the Town Council Regular Meeting of June 26, 2018 were reviewed.

237-18

Moved by Cr. Klumph that the Minutes of the Town Council Regular Meeting of June 26, 2018 be accepted as presented.
CARRIED UNANIMOUSLY

**PROCLAMATION –
FETAL ALCOHOL SPECTRUM
DISORDER DAY (FASD)**

Family Community Support Services (FCSS) is requesting Council proclaim Friday, September 7, 2018 as Fetal Alcohol Spectrum Disorder (FASD) Awareness Day, was received.

238-18

Moved by Cr. Kluin that Council proclaim Friday, September 7, 2018 as Fetal Alcohol Spectrum Disorder (FASD) Awareness Day.
CARRIED UNANIMOUSLY

**AUMA – LOCAL AUTHORITIES
ELECTION ACT**

The AUMA's position on the Local Authorities Election Act (LAEA) Consultation, was reviewed.

239-18

Moved by Cr. Klumph that Council accept the AUMA position on the Local Authorities Election Act (LAEA) Consultation as information.
CARRIED UNANIMOUSLY

**MEMORANDUM OF
UNDERSTANDING**

A new Memorandum of Understanding (MOU) with the RCMP regarding the enhanced policing position for the School Resource Officer was received.

240-18

Moved by Cr. Oswald that Council authorize the Mayor to sign the Memorandum of Understanding (MOU) with the RCMP to commence on July 1, 2018 and expire on June 30, 2021 regarding the enhanced policing position for the School Resource Officer.

CARRIED UNANIMOUSLY

**POLICY 43-001, RESIDENTIAL,
COMMERCIAL AND INDUSTRIAL
WASTE MANAGEMENT
SERVICES**

Policy 43-001, Residential, Commercial and Industrial Waste Management Services is being brought forward for approval.

- 241-18 Moved by Cr. Oswald that Council approve Policy 43-001, Residential, Commercial and Industrial Waste Management Services, as presented
CARRIED UNANIMOUSLY

**FCM MUNICIPAL ASSET
MANAGEMENT GRANT
APPLICATION**

A Resolution for the Federation of Canadian Municipalities (FCM) Municipal Asset Management Program Funding Offer Grant Application is required for approval.

- 242-18 Moved by Cr. Penny that Council directs staff to apply for a grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program for the Condition Inspection of Sanitary Collection System, and therefore, be resolved that the Town of Barrhead commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities' Municipal Asset Management Program to advance our asset management program:
1. Collect CCTV data on 32,000 meters of our sanitary sewer system,
 2. Create a GIS layer with attached database displaying the locations of any/all failures,
 3. Create repair priority spreadsheet with rehabilitation costs
- CARRIED UNANIMOUSLY

**REPORTS TO
COUNCIL**

The following Reports to Council as of July 10, 2018, were reviewed:

- Barrhead Agricultural Society
- CAO's Report and Department Head Report

- 243-18 Moved by Cr. Smith that the following Reports to Council as of July 10, 2018, be accepted as information:
- Barrhead Agricultural Society
 - CAO's Report and Department Head Report
- CARRIED UNANIMOUSLY

**MINUTES TO
COUNCIL**

The following Minutes to Council were reviewed:

- Barrhead & District Social Housing Association – May 16, 2018

- 244-18 Moved by Cr. Penny that the Minutes to Council be accepted as information.
CARRIED UNANIMOUSLY

**BYLAW 06-2018,
WASTE COLLECTION, DISPOSAL
AND RECYCLING BYLAW**

Bylaw 06-2018, the Waste Collection, Disposal and Recycling Bylaw, was reviewed.

- 245-18 Moved by Cr. Smith that Council give Bylaw 06-2018, the Waste Collection, Disposal and Recycling Bylaw, first reading.
CARRIED UNANIMOUSLY
- 246-18 Moved by Cr. Oswald that Council give Bylaw 06-2018, the Waste Collection, Disposal and Recycling Bylaw, second reading.
CARRIED UNANIMOUSLY
- 247-18 Moved by Cr. Klumph that Bylaw 06-2018, the Waste Collection, Disposal and Recycling Bylaw, be presented for third reading.
CARRIED UNANIMOUSLY
- 248-18 Moved by Cr. Penny that Council give Bylaw 06-2018, the Waste Collection, Disposal and Recycling Bylaw, third reading.
CARRIED UNANIMOUSLY

**INFORMATION
ITEMS**

The following information items were reviewed:

- Municipal Affairs – Minister's Award
- Alberta Recreation & Parks Association – Elected Officials Workshop
- Communities in Bloom Invitation

- Alberta Culture and Tourism – The Stars of Alberta Volunteer Awards
- Barrhead and District Historical Society – Town’s Financial Contribution
- Alberta Powerline – Construction Update

Cr. Klumph advised that he will do the Alberta Recreation & Parks Association – Elected Officials Workshop online. Council member will advise Administration if they will be taking the Elected Officials Workshop.

Mayor McKenzie and Cr. Oswald will be attending the Communities in Bloom supper.

The Stars of Alberta Volunteer Awards letter will be brought back to the next Council Meeting.

249-18 Moved by Cr. Klumph that the information items be accepted as information.
CARRIED UNANIMOUSLY

**FOR THE GOOD
OF COUNCIL**

Cr. Penny commended the Parent Link Organization for putting toys in all the sand boxes in Town.

Mayor McKenzie congratulated Martin and wished him a happy birthday. He also advised that the Street Festival is this upcoming weekend.

RECESSED

250-18 Moved by Cr. Smith to recess the meeting at 6:50 p.m.
CARRIED UNANIMOUSLY

RECONVENED

251-18 Moved by Cr. Oswald to reconvene the meeting at 7:24 p.m.
CARRIED UNANIMOUSLY

**IN-CAMERA – LAND UPDATE
FOIP ACT SECTION 16**

252-18 Moved by Cr. Klumph that Council go in-camera at 7:24 p.m.
CARRIED UNANIMOUSLY

OUT-OF-CAMERA

253-18 Moved by Cr. Oswald that Council come out-of-camera at 8:25 p.m.
CARRIED UNANIMOUSLY

254-18 Moved by Mayor McKenzie that Administration move forward on a complete replacement of the Barrhead RCMP detachment roof at a cost not to exceed \$145,000.00 and to be cost shared 50/50 with the Barrhead RCMP on the project.
CARRIED UNANIMOUSLY

255-18 Moved by Mayor McKenzie that Administration send a letter to the Community Gardens Committee advising them that they will need to relocate at the end of the growing season and that Council has proposed a possible new site for the Garden.
CARRIED UNANIMOUSLY

ADJOURN

256-18 Moved by Cr. Smith that the Council Meeting be adjourned at 8:30 p.m.
CARRIED UNANIMOUSLY

TOWN OF BARRHEAD

Mayor, David McKenzie

CAO, Martin Taylor



REQUEST FOR DECISIONS

Date: August 14, 2018
To: Mayor McKenzie & Members of Council
From: Martin Taylor, CAO
Re: Delegation

Summary

Delegation at 5:30 p.m. – Ms. Rita Lyster

Overview

Ms. Rita Lyster will be discussing the RPAP (Rural Professional Recruitment and Retention Program).

Recommendations

Recommendation #1

That Council accept the delegation as information.
--

Respectfully Submitted by:

Martin Taylor, CMC, CLGM
CAO

Cheryl Callihoo

From: Rita Lyster
Sent: Thursday, July 12, 2018 2:55 PM
To: Cheryl Callihoo; lcdorkin@gmail.com
Subject: RPAP for agenda please (second try-first had email dyslexic:(

Hi Cheryl,

Per our telephone conversation of this morning, we would like to get RPAP (Rural Professional Recruitment and Retention) on the agenda--- August 14th if it works?

Please confirm with Leigh Gradwell as per email above (lcdordin@gmail.com)

Rita

--
Rita Lyster



REQUEST FOR DECISIONS

Date: August 14, 2018
To: Mayor McKenzie & Members of Council
From: Martin Taylor, CAO
Re: Delegation

Summary

Delegation at 5:45 p.m. – Mr. John Pattyson

Overview

Mr. John Pattyson will be meeting with Council to discuss Pembina Pipelines' Community Engagement Program.

Recommendations

Recommendation #1

That Council accept the delegation as information.

Respectfully Submitted by:

Martin Taylor, CMC, CLGM
CAO

Cheryl Callihoo

From: Dausen Kluin
Sent: Monday, July 16, 2018 10:25 PM
To: Martin Taylor
Cc: Cheryl Callihoo; Gail Hove
Subject: Re: John Pattyson of Pembina Pipeline for request to meet with Council

OK will do thank you

Sent from my iPad

> On Jul 16, 2018, at 8:33 AM, Martin Taylor <MTaylor@barrhead.ca> wrote:

>

> Good day Dausen, Have John call Cheryl to get him on the agenda as a delegation for the August 14th meeting. thanks

>

> -----Original Message-----

> From: Dausen Kluin

> Sent: Sunday, July 15, 2018 11:25 PM

> To: Martin Taylor

> Subject: John Pattyson of Pembina Pipeline for request to meet with Council

>

> Hello Martin. I was speaking with with John Pattyson the superintendent of Pembina Pipeline for this area. He informed me of Pembina Pipeline's community engagement program and how he is interested in meeting with council to discuss this program, and how council and various organization in and around our community may apply for this extra funding. He would like to know if he can present this information at the next council meeting and how he would go about doing that. Thank you.

>

> Sent from my iPad



REQUEST FOR DECISIONS

Date: August 14, 2018
To: Mayor McKenzie & Members of Council
From: Martin Taylor, CAO
Re: Delegation

Summary

Delegation at 6:00 p.m. – Mr. Kevin Danyluk

Overview

Mr. Kevin Danyluk from Associated Engineering Alberta Ltd. will be present to review the Curling Rink Inspection Report.

Recommendations

Recommendation #1

That Council accept the delegation as information.

Respectfully Submitted by:

Martin Taylor, CMC, CLGM
CAO

Cheryl Callihoo

From: Martin Taylor
Sent: Monday, July 16, 2018 11:04 AM
To: Shallon Touet
Cc: Cheryl Callihoo; Gail Hove; Patrick Mastromatteo
Subject: RE: Barrhead Curling Rink - Preliminary Information

Categories: Red Category

Let's get them to attend the August 14th council meeting as a delegation. Please confirm with them. thanks

From: Shallon Touet
Sent: Tuesday, July 10, 2018 3:27 PM
To: Martin Taylor
Subject: Fwd: Barrhead Curling Rink - Preliminary Information

Shallon Touet,
Director of Parks and Recreation,
Town of Barrhead, Alberta
Sent from my iPhone

Begin forwarded message:

From: Kevin Danyluk <danyluk@ae.ca>
Date: July 10, 2018 at 15:23:19 MDT
To: Shallon Touet <STouet@barrhead.ca>
Cc: Carma Holmes <holmes@ae.ca>
Subject: Barrhead Curling Rink - Preliminary Information

Shallon,

As discussed in yesterday's conversation we are currently compiling all of our data from our inspection into the draft report.

To help present the condition of the Curling Rink see the following information:

- It is recommended that the steel and wood truss roof system be removed, and reroofed with a flat roof system, including insulation. The probable cost is approximately \$500,000.
- Our team expects that the remaining life of the building is approximately 20-30 years, if the recommendations are followed and regular maintenance is continued.
- A high level estimate of a new curling rink structure of similar size is approximately \$4,500,000.

Regards,

Kevin Danyluk, P.Eng.
Structural Engineer
Associated Engineering Alberta Ltd.
Suite 500, 9888 Jasper Avenue, Edmonton, AB T5J 5C6
Tel: 780.451.7666 | Cel: 780.446.1800 | Dir: 587.772.0598

REPORT

Town of Barrhead

Curling Rink Condition Assessment



August 2018

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REPORT

Executive Summary

Associated Engineering along with Grace Architecture carried out a visual review of the Barrhead Curling Rink on June 15, 2018 with a focus to identify deficiencies and Alberta Building Code compliances within architectural, structural, mechanical and electrical systems.

The following deficiencies were noted and ranked in order of priority as follows:

Table ES-1
Deficiency Ranking Chart

Rank	Urgency
Immediate Priority	Considered to be a risk to the public's safety, and are considered immediate
High Priority	Within 1 to 5 years
Medium Priority	Within 5 to 10 years
Low Priority	Within 15 to 20 years

Immediate Priority (approximately \$37,800)

- Provide 1hr fire separation of Janitor's storage room beneath stairs.
 - Replace existing doors with new 3/4 hour fire rated door, frame, and hardware to meet Building Code requirements.
 - All penetrations in a fire rated assembly must be fire stopped and fire sealed.
- Provide 1hr fire separation of mechanical service room.
 - Replace existing doors with new 3/4 hour fire rated door, frame, and hardware to meet Building Code requirements.
 - All penetrations in a fire rated assembly must be fire stopped and fire sealed.
- Provide 1hr fire separation of ice plant service room including the refrigerant piping trench.
 - Replace existing doors with new 3/4 hour fire rated door, frame, and hardware to meet Building Code requirements.
 - All penetrations in a fire rated assembly must be fire stopped and fire sealed.
 - Add adequate fire separations within trench.
- Install fire sealant around electrical conduit penetration to the adjacent swimming pool on southeast wall of the ice surface area.



- Building Code Violations
 - Exterior stairs to ice plant service room are only to be used for occasional servicing of equipment and machinery.
 - Install code compliant railings and guards for existing stairs and ramps.
 - Install code compliant landing at top of ramps.
 - Install exterior landing and steps at northeast exit door of ice surface area.
 - Remove existing base and flooring at urinal locations and install new code compliant impervious and durable protective material to floor and walls.
- Replace main disconnects with new.
- Inspect / repair utility feed splices.
- Replace exit lights with new (add one in stairwell).
- Add one emergency light to northwest exit in rink.

High Priority (approximately \$594,500)

- Replace the entire roof system above the rink area, mezzanines, and mechanical rooms including downspouts and splash pads, and replace any unsuitable wood decking.
- Install new matching, prefinished metal J-trim to support existing soffit of storage room roof along with waterproof membrane and new matching, prefinished metal fascia and drip flashing sized to cover fascia board of the storage room roof.
- Install backing and seal the masonry expansion joints to prevent moisture and contaminant ingress including pests and debris.
- Investigate cause of masonry centerline beam pocket on north wall and repair to match face of exterior wall.
- Install new make-up air system complete with distribution ductwork and install exhaust fan for the arena.
- Install a backflow preventer to meet CAN/CSA-B64.10 on the domestic water service.
- Replace the water heater with a new direct-vented unit.
- Install GFI breaker in Panel A for exterior outlets.
- Repair exterior receptacles and Curling Rink receptacles.
- Replace one existing kitchen receptacle with GFCI receptacle.

Medium Priority (approximately \$95,700)

- Remove damaged exterior plywood and replace with exterior grade plywood and paint to match.
- Exterior doors and louvres: Remove flashing. Replace with new code compliant flashings and reglets. Add new head flashings on doors and louvres.
- Re-adhere existing rubber base at top of stair.
- Fill and patch bug hole and chipped locations in the masonry walls.
- Provide new sumps for improved drainage of thawed ice surfaces.
- Replace arena unit heaters at end of life within the next 10 years.
- Remove existing wall-prop exhaust fan and louver in the arena. Patch wall penetration.
- Replace furnaces at end of life, within the next five years. New furnaces to have fans run continuously during occupied periods and outside air rates to meet ASHRAE 62 guidelines.

- Replace furnace room flue venting with appropriate venting materials as per ULC-S636 and relocate wall penetrations.
- Provide a fire extinguisher within the furnace room.
- Install fire dampers on all duct penetrations of fire rated walls (four fire dampers required on supply/return ducts within furnace room).
- Replace existing interior lights with LED (minus Curling Rink).
- Replace Panel A with new 225A, 42 circuit, single phase Panel.
- Replace exterior lights with new LED.

Low Priority (approximately \$45,500)

- Replace vinyl composite tiles with new when required.
- Abandon central vacuum system.
- Remove kitchen range and hood since the kitchen will be abandoned, or replace with a hood incorporating a clean agent fire suppression system to meet Alberta Building Code 2014.
- Demolish abandoned utility feed, conduit, and meter base. Paint concrete to match.
- Insulate domestic hot and cold water (optional).
- Install fire alarm system.

Table of Contents

SECTION	PAGE NO.
Executive Summary	i
Table of Contents	iv
List of Tables	v
List of Figures	vi
1 Introduction	1-1
1.1 Background	1-1
1.2 Scope of Work	1-1
2 Civil	2-2
3 Architectural	3-4
4 Structural	4-18
4.1 Substructure	4-18
4.2 Superstructure	4-18
4.3 Recommendations	4-20
4.4 Estimate of Probable Costs	4-20
5 Building Mechanical	5-22
5.1 General	5-22
5.2 Plumbing	5-22
5.3 Natural Gas	5-25
5.4 HVAC	5-25
5.5 Fire Protection	5-29
5.6 Life Expectancy of Mechanical Equipment	5-30
5.7 Recommendations	5-30
5.8 Estimate of Probable Costs	5-31
6 Electrical	6-33
6.1 General	6-33
6.2 Utility Power & 120/208V Distribution	6-33
6.3 Lighting	6-37
6.4 Electrical Recommendations	6-39
6.5 Estimate of Probable Costs	6-40
7 Summary of Recommendations	7-1
8 Remaining Life	8-4
9 Closure	9-1
Appendix A – Barrhead Curling Rink Assessment Recommendations Report (Reissued June 27, 2017)	A-1

List of Tables

	PAGE NO.
Table ES-1	Deficiency Ranking Chart
Table 3-1	Estimated Costs for Architectural Work Upgrades
Table 4-1	Estimated Costs for Structural Work Upgrades
Table 5-1	Estimated Costs for Building Mechanical Work Upgrades
Table 6-1	Estimated Costs for Electrical Work Upgrades
Table 7-1	Summary of Estimated Costs



List of Figures

	PAGE NO.
Figure 2-1	Viewing South Surface Grading 2-2
Figure 2-2	Viewing Scour from Missing Downspout of Mechanical Room 2-2
Figure 2-3	Viewing Scour on West Wall Surface Grading 2-3
Figure 2-4	Viewing Incomplete Drainage Swale at NW Corner 2-3
Figure 2-5	Example of Inconsistent Grading at West Wall 2-3
Figure 3-1	Pipe Penetration Through the Exterior Wall in Furnace Room 3-4
Figure 3-2	Paint and Plywood on Exterior Plywood Sheathing 3-4
Figure 3-3	Metal Head Flashings Observed Above Doors of NW and SW Corners 3-5
Figure 3-4	Water Accumulation Observed In and Beneath the Batt Insulation 3-6
Figure 3-5	Jagged Saw Cut Opening in the Tongue and Groove Wood Deck Along the East Wall 3-6
Figure 3-6	Jagged Saw Cut in Wood Deck 3-6
Figure 3-7	Roof Vents with Evidence of Ponding 3-7
Figure 3-8	Flashing Seams Not Sealed and Fastened 3-7
Figure 3-9	Flashing Seams Not Sealed and Fastened 3-7
Figure 3-10	Sealant on Leading Edge of Concession Roof Deteriorated and Separated from Flashing 3-7
Figure 3-11	Downspout Missing on NW Corner of Ice Plant Extension 3-8
Figure 3-12	Existing Downspout Not Extended to Grade 3-8
Figure 3-13	Missing Material on Storage Room Roof 3-8
Figure 3-14	Missing Facia Panel on North Wall 3-8
Figure 3-15	Water Damage to Ice Plant Ceiling 3-9
Figure 3-16	Fire Seal Required at Wall Penetration 3-10
Figure 3-17	Viewing Janitor's Storage Closet 3-10
Figure 3-18	Viewing Ice Plant Room Door 3-11
Figure 3-19	Example of Penetration Requiring Fire Sealant 3-12
Figure 3-20	Example of Penetration Requiring Fire Sealant 3-12
Figure 3-21	Ice Surface Exit Stair to Lower Viewing Area 3-12
Figure 3-22	Ice Surface Exit Ramps at NE Exit Door 3-12
Figure 3-23	NE Exit Door 3-13
Figure 3-24	Men's Washroom – Wall Surface Around Washroom Urinal 3-13
Figure 3-25	Men's Washroom – Floor Surface Around Washroom Urinal 3-13
Figure 4-1	Viewing South Header Trench 4-19
Figure 4-2	Viewing Inside Header Trench 4-19
Figure 4-3	Viewing Chip at Expansion Joint 4-19
Figure 4-4	Viewing Condition of Expansion Joints 4-19

Figure 4-5	Viewing Saturation from Downspout with Freeze Thaw Deterioration	4-20
Figure 4-6	Viewing North Beam Pocket Protruding Blocks	4-20
Figure 5-1	Domestic Water Heater and Piping. Water Meter Behind Debris	5-23
Figure 5-2	Dated Three-Compartment Sink Fixture	5-23
Figure 5-3	Renovated Washroom Fixtures	5-23
Figure 5-4	Sanitary Drainage from 3-Compartment Sink is Missing a Grease Interceptor	5-24
Figure 5-5	Header Trench Piping Coated in White Powder; Dry and Cracked Sediment Layer at Trench Bottom	5-24
Figure 5-6	Gas Meter and Regulator Mounted on West Side of Building	5-25
Figure 5-7	West Unit Heater Missing Combustion Air Duct	5-26
Figure 5-8	Corroded Flue for West Unit Heater Painted Over	5-26
Figure 5-9	Existing Non-Operational Propeller Fan	5-26
Figure 5-10	Damaged Motorized Damper for Propeller Fan	5-26
Figure 5-11	Current Roof Venting: Two Fan Powered Vents and Three Passive Vents	5-27
Figure 5-12	Furnaces with ABS Venting in Furnace Room	5-28
Figure 5-13	No Separation Distance on Furnace Vents	5-28
Figure 5-14	Commercial Kitchen Range Hood Missing Fire Suppression System	5-30
Figure 6-1	120/208V, 1 Phase 200A Main Disconnect	6-34
Figure 6-2	120/208V, 3 Phase, 200A Main Disconnect	6-34
Figure 6-3	Inside 120/208V, 3 Phase, 200A Main Disconnect	6-34
Figure 6-4	Panel A	6-35
Figure 6-5	Panel B	6-35
Figure 6-6	Exterior Receptacle Needing Repair	6-36
Figure 6-7	Utility Feeds & Abandoned Utility Feed	6-36
Figure 6-8	Utility Feed Splice Requiring Repair	6-36
Figure 6-9	Regular Receptacle in Kitchen by Sink	6-36
Figure 6-10	Receptacle Missing Plate in Curling Rink	6-37
Figure 6-11	Exterior Lights	6-38
Figure 6-12	No Exterior Light by NE Exit Door	6-38
Figure 6-13	Exterior Bulb and Cover Missing (SW Corner)	6-38
Figure 6-14	New LED Lighting in Curling Rink	6-38
Figure 6-15	Dated Exit Signs	6-39
Figure 6-16	Emergency Light Not Installed by NW Exit	6-39

REPORT

1 Introduction

1.1 BACKGROUND

The Barrhead Curling Rink was constructed in the 1970s and comprises of masonry load-bearing walls and flat timber roof with gravel ballast. The building has an overall footprint of approximately 1,070 m² on the main floor, and a partial second floor overlooking the ice sheets with an area of 165 m².

In the 1990s, a sloped timber roof with metal cladding was constructed overtop of the original flat roof as a solution to a leaky, degrading roof structure. No deconstruction or removal of existing materials was performed prior to the construction of the sloped roof which was placed directly atop of the existing condition.

During warm winter and spring days in 2017, especially on days when ice was made or pebbled, the Town has noticed occurrences of moisture condensing on the ceiling surfaces and dripping onto the ice sheets. The Town had approached Associated Engineering (AE) to provide engineering services to address concerns of the roof system and building mechanical system.

AE had performed a visual assessment of the building roof systems and building mechanical system and prepared an Assessment Recommendations Report in June 2017. The report provided recommendations related to the above noted system, one of which was a temporary solution to mitigate condensation within the attic space by increasing ventilation. Since then, the Town has added mechanical attic venting and opened up a portion of the end wall to allow the attic to dry out. The report has been included for reference in Appendix A.

1.2 SCOPE OF WORK

AE, along with our partner Grace Architecture, carried out a visual review of the Barrhead Curling Rink on June 15, 2018 with a focus to identify deficiencies and Alberta Building Code compliances within the architectural, structural, mechanical and electrical systems. Our teams consolidated the site pictures and field notes that have been compiled into this final report. The report also contains conceptual estimates of probable costs for the repair of deficiencies found within the facility.

At the time of assessment, access to the second floor and attic space was not provided, and therefore could not be reviewed.

AE has not been provided with any record drawings of the building.

Hazardous materials testing was not included in the scope of work.

2 Civil

2.1 SITE GRADING

The north, west and south faces of the structure comprise of site grading, while the east face is a common wall between the newly constructed Barrhead Regional Aquatic Centre.

We noted that the grading around the structure is insufficient to shed water away from the structure. The following was noted:

- The south grade appears to be sloped towards the building, and may be a location of ponding.
- The west wall has locations of scouring soil under partial height downspouts, with a missing downspout on the mechanical room.
- The grade along the west facing landscape begins just below the base of the exterior concrete block wall at the juncture with the foundation slab and is inconsistent in many places.
- The north grade of the structure has recently been replaced with a concrete apron to divert water west, but the drainage swale directly west has not been completed yet and is currently an area for ponding.

Insufficient grading can cause supersaturation of soils around and below the structure. Supersaturation can cause heaving of structural elements due to expansion of soils and frost.



Figure 2-1
Viewing South Surface Grading



Figure 2-2
Viewing Scour from Missing Downspout of Mechanical Room



Figure 2-3
Viewing Scour on West Wall Surface Grading



Figure 2-4
Viewing Incomplete Drainage Swale at NW Corner



Figure 2-5
Example of Inconsistent Grading at West Wall

2.2 SIDEWALKS

New concrete sidewalks have been constructed up to the apron pad of the front entrance and are in good condition. As mentioned above, the north grade was replaced with a concrete apron and is in good condition.

2.3 RECOMMENDATIONS

It is recommended to regrade the existing site conditions on the south and west surfaces of the building to lower the grade at the building and directed down and away from the building. Grade elevation should begin eight (8) inches below the juncture of the wall and top of slab to prevent water migration into the building from snow and rain accumulations. A grading consultant should investigate the current conditions and provide adequate drainage to all exterior faces.

3 Architectural

3.1 ENVELOPE

3.1.1 Exterior Walls

The exterior walls of the curling rink building are painted concrete block. The exterior wall of the ice plant extension is painted concrete block with plywood sheathing on the lower third of the north exterior wall. Overall exterior wall is in good condition except for deficiencies as follows:

1. Daylight was observed around a pipe penetration through the exterior wall in the furnace room.
2. The paint and plywood on the exterior plywood sheathing of the ice plant is bubbling and warping.



Figure 3-1
Pipe Penetration Through the Exterior Wall
in Furnace Room

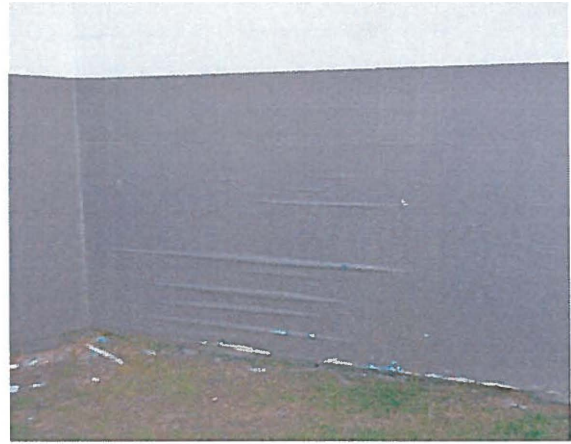


Figure 3-2
Paint and Plywood on Exterior
Plywood Sheathing

3.1.2 Exterior Doors and Openings

The main entrance doors and frame to the facility are aluminum while the remaining exterior doors and frames are hollow metal. Overall exterior doors and frames are in acceptable condition except for deficiencies as follows:

1. It was observed on site that the metal head flashings above the doors of northwest corner and southwest corner are surface mounted and do not have end damming. A gap between the exterior door trim and the concrete block wall has developed.

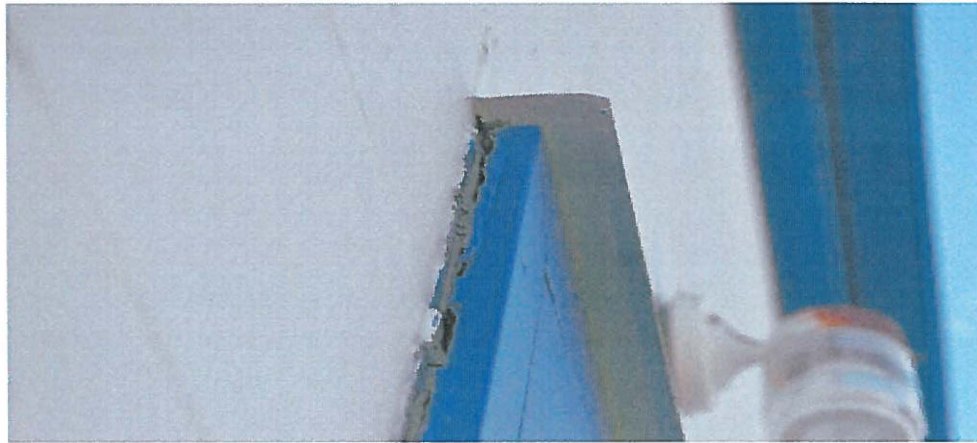


Figure 3-3
Metal Head Flashings Observed Above Doors of NW and SW Corners

2. The metal head flashing is missing above the newly added north door to the ice surface, the door to ice plant extension room and all louvres.
3. The exhaust fan on the North wall is in disrepair and not being used. The louvres are damaged and there appears to be insulation stuffed into the assembly.

3.1.3 Roof

The existing roof construction and condition were unable to be confirmed during our site visit. Access to the void space between the original and newer roof systems was not available, however, an inspection completed by AE in 2017 revealed that the newer roof is a standing seam metal roof system on timber blocking and steel purlins, complete with loose laid batt insulation. This metal roof system was installed over the building's original roof which consists of 1/2" granular ballast, asphalt and felt waterproofing membrane, 2 ply 1/2" fibreboard, and 1 X 8" tongue and groove decking, supported by 2 X 8" stringers on top of open web steel joists. The existing roof construction over the concession and viewing area was not inspected for interior leaks due to the lack of interior access.

The roof is not considered acceptable for the following reasons:

1. The staff had reported that water begins leaking from the ice surface ceiling during times of snow melt and heavier rains. This occurs primarily during the shoulder seasons but also during warming events in the winter months.
2. Drip staining on the underside of purlins (2017 Associated Engineering).
3. Water accumulation was observed in and beneath the batt insulation (2017 Associated Engineering).



Figure 3-4
Water Accumulation Observed In
and Beneath the Batt Insulation

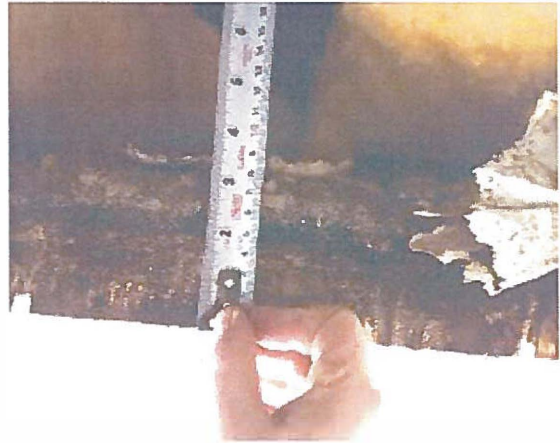


Figure 3-5
Jagged Saw Cut Opening in the Tongue and
Groove Wood Deck Along the East Wall

4. It was observed on site that there is a jagged saw cut opening in the tongue and groove wood deck along the east wall.



Figure 3-6
Jagged Saw Cut in Wood Deck

5. It was observed that the roof vents did not have adequate cribbing and slope to prevent ponding.
6. It was observed that some flashing seams were not sealed and fastened.



Figure 3-7
Roof Vents with Evidence of Ponding

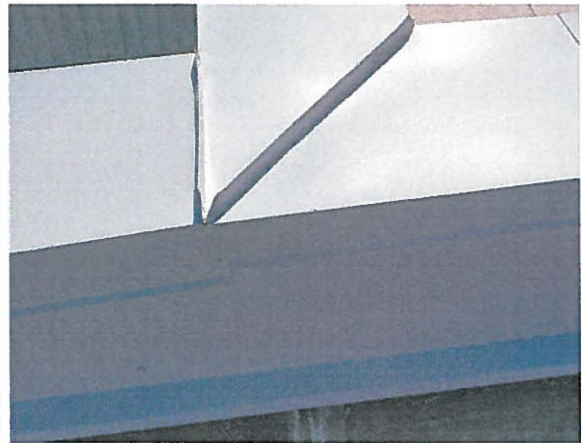


Figure 3-8
Flashing Seams Not Sealed and Fastened



Figure 3-9
Flashing Seams Not Sealed and Fastened



Figure 3-10
**Sealant on Leading Edge of Concession Roof
Deteriorated and Separated from Flashing**

7. The sealant on the leading edge of the concession roof has deteriorated and separated from the flashing.
8. It was observed that a downspout was missing on the northwest corner of the Ice Plant extension.



Figure 3-11
Downspout Missing on NW Corner of Ice Plant Extension



Figure 3-12
Existing Downspout Not Extended to Grade

9. The existing downspouts do not extend to grade and there are no splash pads in place to prevent erosion of the landscaping at the foundations and to divert water away from building foundations.



Figure 3-13
Missing Material on Storage Room Roof



Figure 3-14
Missing Fascia Panel on North Wall

10. The west side of the roof of the storage addition is missing waterproofing membrane and metal fascia to protect wood fascia board. The fascia drip flashing is not sufficient by itself to divert water away from the wall surface. J-trim is missing to secure the metal soffit.
11. Flashing panel was removed on the north wall to provide ventilation, but this exposes the interior to the weather.

12. Water damage was observed on the ceiling in the Ice Plant around the roof penetrations.



Figure 3-15
Water Damage to Ice Plant Ceiling

3.2 INTERIOR FINISHES

Note: Access was not provided to the office, storage, or mezzanine areas.

3.2.1 Interior Partitions

All interior partition walls are painted concrete block walls or gypsum board. Overall, interior partition walls are in good condition.

3.2.2 Interior Doors

All interior doors are painted wood swing doors with wood frames except for the lift door and frame to the ice rink which is a steel door with pre-pressed steel frames. Overall, interior doors are in acceptable condition with the exception of the doors and frames required for fire separations noted below.

3.2.3 Interior Windows

All interior windows are fixed double glazed with wood frames. Overall, interior windows are in acceptable condition.

3.2.4 Floor Finishes

1. Glue down carpet with rubber base in the entrance and lower viewing area is in acceptable condition.
2. Vinyl sheet floorings with rubber base in the kitchen, top of stairs and washrooms are in good condition except for deficiencies as follows:
 1. Rubber base at top of stair to mezzanine area - pulled away from the wall.
 2. Flooring and base around urinal in men's washroom - warped and discoloured.

3. VCT (vinyl composite tile) with rubber base in electrical/mechanical room and Janitor's storage room beneath stairs are at their end of life cycle and in marginal condition.
4. Concrete flooring in curling rink and ice plant/mechanical rooms are in good condition.

3.2.5 Ceiling Finishes

1. Exposed ceiling with open web steel joists, wood beams, and tongue-and-groove wood planks in the Curling Rink ice surface area are in acceptable condition.
2. Painted gypsum board ceilings and bulkheads in the kitchen and washrooms are in acceptable condition.
3. Unfinished gypsum board ceilings in the ice plant room and mechanical room are in acceptable condition except for water damaged ceiling around the pipe penetration in ice plant.
4. Ceiling tiles in the entrance and lower viewing area are in acceptable condition.

3.3 BUILDING CODE VIOLATIONS

3.3.1 Fire Separations

1. Fire separation of Janitor's storage closet beneath the mezzanine stairs must be not less than one hour, in accordance with ABC 2014, Section 3.3.1.21 Janitor's Rooms.
 1. The existing door and frame is not fire rated.
 2. Penetrations are not fire stopped and fire sealed in accordance with ABC 2014, Section 3.1.9 Penetrations in Fire Separations and Fire Rated Assemblies.



Figure 3-16
Fire Seal Required at Wall Penetration

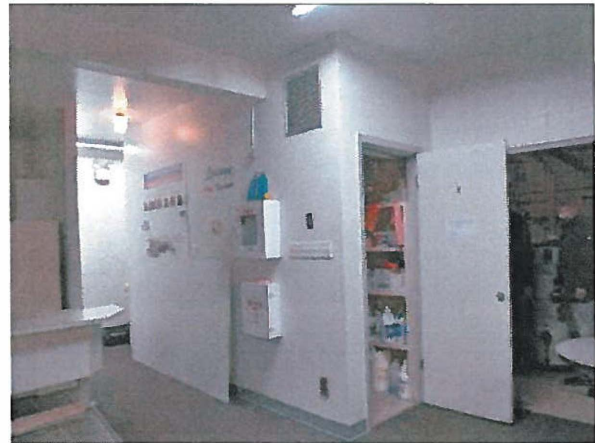


Figure 3-17
Viewing Janitor's Storage Closet

2. Fire separation of the Mechanical Room must be not less than one hour, in accordance with ABC 2014, Section 3.6.2.1 Fire Separations Around Service Rooms:
 1. The existing door and frame is not fire rated.
 2. Penetrations are not fire stopped and fire sealed in accordance with ABC 2014, Section 3.1.9 Penetrations in Fire Separations and Fire Rated Assemblies.
3. Fire separation between curling rink and adjacent swimming pool is compromised by penetration of an electrical conduit on the southeast wall of the ice surface area.
4. Fire separation of the Ice Plant Room with electrical equipment must be not less than one hour, in accordance with ABC 2014, Section 3.6.2.1 Fire Separations Around Service Rooms:
 1. The existing door and frame is not fire rated.
 2. The refrigeration piping trench beneath the existing door is not fire stopped and sealed in accordance with ABC 2014, Section 3.1.9 Penetrations in Fire Separations and Fire Rated Assemblies.
 3. Penetrations are not fire stopped and fire sealed in accordance with ABC 2014, Section 3.1.9 Penetrations in Fire Separations and Fire Rated Assemblies.

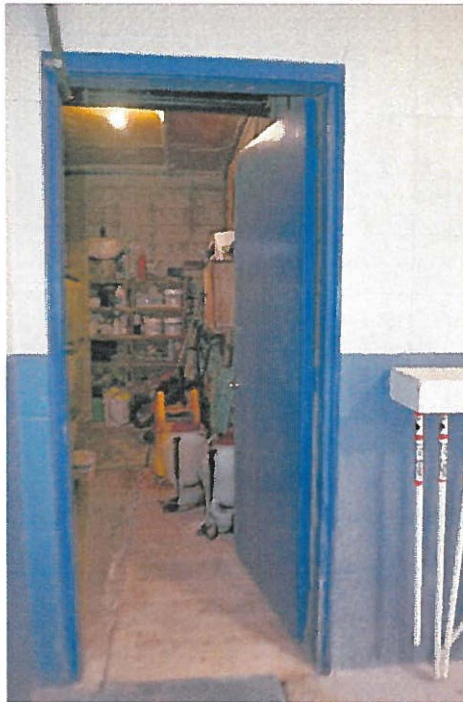


Figure 3-18
Viewing Ice Plant Room Door



Figure 3-19
Example of Penetration Requiring Fire Sealant

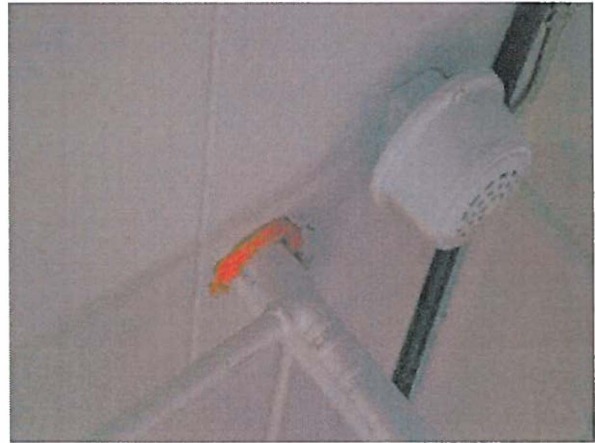


Figure 3-20
Example of Penetration Requiring Fire Sealant

3.3.2 Exit

1. There is no exit sign visible on approach from the top of stair to indicate during an emergency the location of the exit door to the right, at the base of stair in accordance with ABC 2014, Section 3.4.5.1 Exit Signs.
2. Ice surface exit stair to the lower viewing area does not have code compliant railing in accordance with ABC 2014, Section 3.4.6.5 Handrails.
3. Ice surface exit ramps at the northeast exit door do not have railings and guards. The platform at the top of the ramp is not sized in accordance with ABC 2014, Section 3.8.3.4 Ramps.



Figure 3-21
Ice Surface Exit Stair to Lower Viewing Area



Figure 3-22
Ice Surface Exit Ramps at NE Exit Door

4. Ice surface northeast exit door has no exterior landing and step to ground level.



Figure 3-23
NE Exit Door

3.3.3 Health Requirements

1. Wall and floor surfaces around the washroom urinal are not protected with impervious and durable material in accordance with ABC 2014, Section 3.7.2.6, Surface Protection.

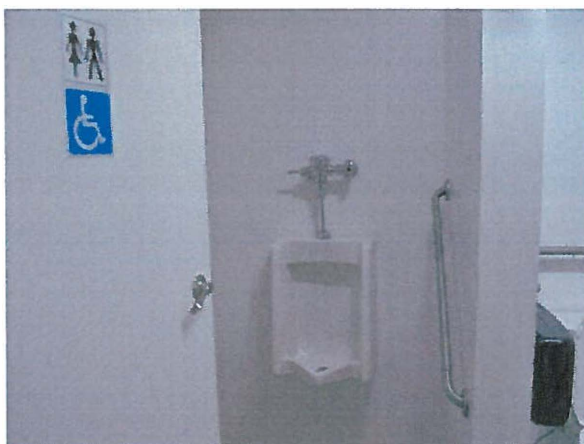


Figure 3-24
Men's Washroom – Wall Surface Around
Washroom Urinal



Figure 3-25
Men's Washroom – Floor Surface Around
Washroom Urinal

3.4 RECOMMENDATIONS

3.4.1 Recommendations (Immediate Priority)

As a result of the findings, based on observations on site, it is recommended that the following actions and subsequent investigations take place as soon as possible:

1. Provide 1hr fire separation of Janitor's storage room beneath stairs.
 1. Replace existing doors with new fire rated door, frame, and hardware to meet Building Code requirements.
 2. All penetrations in a fire rated assembly must be fire stopped and fire sealed.
2. Provide 1hr fire separation of mechanical service room.
 1. Replace existing doors with new fire rated door, frame, and hardware to meet Building Code requirements.
 2. All penetrations in a fire rated assembly must be fire stopped and fire sealed.
 3. All ducts must have fire rated dampers.
3. Install fire sealant around electrical conduit penetration to the adjacent swimming pool on southeast wall of the ice surface area.
4. Provide 1hr fire separation of the ice plant service room including the refrigerant piping trench.
 1. Replace existing doors with new fire rated door, frame, and hardware to meet Building Code requirements.
 2. All penetrations in a fire rated assembly must be fire stopped and fire sealed.
 3. All ducts must have fire rated dampeners.
5. Building Code Violations:
 1. Exterior stairs to the ice plant service room are only to be used for occasional servicing of equipment and machinery.
 2. Install code compliant railings and guards for existing stairs and ramps.
 3. Install code compliant landing at top of ramps.
 4. Install exterior landing and steps at northeast exit door of the ice surface area.
 5. Remove existing base and flooring at urinal locations and install new code compliant impervious and durable protective material to floor and walls.

3.4.2 Recommendations (High Priority)

As a result of findings, based on observations on site, it is recommended the following actions and subsequent investigations take place within the next 1 to 5 years.



1. Roofing:

1. Preamble: Condensation and moisture appear to be accumulating in the void space between the original roof structure and the newer metal roof. Within this void space, these accumulations combine to saturate the batt insulation. During the winter warming periods and spring thaws, the accumulated water is released in amounts that penetrate through the original roof structure and into the occupied space below.
2. Observations on site at the time of this inspection did not reveal any obvious areas of water infiltration through the newer metal roof structure. However, warm moist air from the occupied space (the ice surface) appears to be entering the void space between the two roof structures in the wintertime causing the condensation and moisture accumulations. One possible point of entry is the jagged saw cut between the roof decking and the concrete block wall on the east side of the ice surface area.
3. The roofing system as it is currently installed does not provide physical access to the void space. Without access, it is impossible to inspect the space further to determine other potential causes of the leaks, or to remove the saturated batt insulation and the original roofing material that has deteriorated due to moisture accumulation.

2. Recommendations:

1. **Replace the entire roof system** above the curling rink, mezzanine, and ice plant mechanical room, include new downspouts and splash pads, and replace any unsuitable wood decking.
 1. Upon review of all the conditions surrounding the water leaking into the ice surface area, it is recommended to remove all the existing roof components above the curling rink ice surface down to the 1 X 8" tongue and groove decking and replace with a new engineered roofing system. Any decking in an unsuitable condition needs to be replaced. It is recommended that the area be tested for hazardous materials prior to construction.
 2. An investigation is recommended to determine what new roof system would work best with the existing building structure and its utilization.

3. Recommendations for storage roof:

1. Install new matching, prefinished metal J-trim to support existing soffit.
2. Install waterproof membrane and new matching, prefinished metal fascia and drip flashing sized to cover fascia board.

3.4.3 Recommendations (Medium Priority)

As a result of findings, based on observations on site, it is recommended that the following actions and subsequent investigations take place within the next five to 10 years:

1. Exterior walls: Warping and bubbling of exterior plywood and paint appears to be a result of the discharge from the furnace intake and exhaust piping that penetrates from the wall above. Remove and replace with exterior grade plywood and paint to match, once the piping terminations have been repaired or replaced as per the recommendations in the building mechanical portion of this report.



2. Exterior doors and louvres: Remove door head flashings and replace utilizing reglets into the concrete block to insert new prefinished metal drip flashings complete with end dams. Reseal door frame with foam backer rod and sealant. Add new head flashings to all exterior doors and louvres.
3. Finishes: Re-adhere the existing rubber base at the top of the stairway to the mezzanine.

3.4.4 Recommendations (Low Priority)

As a result of findings based on observations on site, it is recommended that the following actions and subsequent investigations take place within the next 15 to 20 years:

1. Finishes: Replace VCT tiles in the electrical/mechanical room and the Janitor's storage room with new.

3.5 ESTIMATE OF PROBABLE COSTS

The estimated costs related to the architectural work of this report are presented below in Table 3-1. The costs are inclusive of 15% consulting fee and 30% contingency.

Table 3-1
Estimated Costs for Architectural Work Upgrades

Work Description	Estimated Cost
Architectural (Immediate Priority – Considered to be a risk to the public's safety)	
Safety: Provide 1hr fire separation of Janitor's storage room including door	\$3,500
Safety: Provide 1hr fire separation of mechanical room including door	\$3,500
Safety: Provide 1hr fire separation of ice plant room including door	\$3,500
Install fire sealant around electrical conduit penetration to the adjacent swimming pool on southeast wall of the ice surface area	\$300
Safety: Install code compliant railings and guards for existing stairs and ramps and install code compliant landing for the ramps	\$7,500
Exterior Doors: Install exterior landing and step for northeast exit door	\$1,500
Finishing: Install code compliant wall and floor protection at urinal	\$2,500

Work Description	Estimated Cost
Architectural (High Priority – 1 to 5 years)	
Roofing: Replace entire roof system above curling rink ice, mezzanine, and ice plant mechanical room, including downspouts and splash pads, and replace any unsuitable wood decking.	\$500,000
Roofing: Install new matching, prefinished metal J-trim, waterproof membrane, prefinished metal fascia and drip flashing on west wall of storage area	\$2,000
Architectural (Medium Priority – 5 to 10 years)	
Exterior walls: Remove existing plywood. Replace with new exterior grade plywood	\$2,000
Exterior doors and louvers: Remove flashing. Replace with new code compliant flashings and reglets. Add new head flashings on doors and louvers	\$3,500
Finishing: Re-adhere existing rubber base at top of stair	\$100
Architectural (Low Priority – 15 to 20 years)	
Finishes: Replace VCT tiles with new	\$2,500
TOTAL	\$532,400



4 Structural

4.1 SUBSTRUCTURE

4.1.1 Foundation

Without any record drawings, the construction of the foundation could not be confirmed. It is AE's best judgment that the foundation consists of continuous perimeter strip footings or concrete grade beams and piles, or a combination of both. The floor of the main entrance and viewing area is recessed lower than the rink area. Since the foundation is buried, no review was conducted on the building foundation during the site visit. No major settlement or defects were observed during the assessment and no concerns were expressed by the Town regarding the foundations.

4.2 SUPERSTRUCTURE

4.2.1 Building

With information gathered during AE inspections, it appears that the original roof construction consists of 2 X 6 strip deck supported by 2 X 8 timber purlins on open web steel joists. The roof system is supported by approximate 4.6 m high perimeter masonry block bearing walls and pilasters and a single line of interior steel beams and columns.

The underside of the second floor system is mainly covered in a gypsum ceiling finish and therefore the structure could not be confirmed. This floor is supported by the exterior walls, the interior masonry wall between the viewing area and the rink area, as well as mid-span steel columns. No major structural concerns were identified during the assessment. Removal of the ceiling's finish to expose structural members would be required to provide assessment.

The floor of the rink area is assumed to be concrete slab on grade and is good condition with no immediate concerns. The floor of the lowered area is covered in linoleum and carpet and is not visible for assessment.

Header trenches are located at each end of the playing sheets and covered with wood planking. Most planked areas were anchored down with exception to the southwest corner. It was noticed that the bottom of the trench was covered in a heavy dried-out paste which was likely the coloring used during ice construction. The concrete side walls appeared to be in fair condition.



Figure 4-1
Viewing South Header Trench



Figure 4-2
Viewing Inside Header Trench

The underside of the timber roof system has a painted finish that obstructs the visibility to the wood surfaces. The wood elements could not be viewed within close proximity and only from the floor. The underside of roof appears to be in fair condition with no distinguishable signs of rotting. Areas of staining were visible on the timber roof planks and purlins.

All masonry walls are in generally good condition and the following was noted:

- The masonry walls had a recent painted finish, no cracks were visible.
- The expansion joints of the west wall have lost most fill material and sealant. Joints should be repacked and sealed to prevent moisture and contaminant ingress including pests and debris.
- A few chips and bug hole voids were visible on the exterior surfaces.
- Drainage from partial height down spouts appears to be saturating the nearby wall surface and causing surface deterioration likely due to freeze-thaw.
- The exterior surface of the centerline beam pocket of the north is protruding. This area should be investigated to determine if it was constructed in this manner, or the beams are applying pressure to the wall.



Figure 4-3
Viewing Chip at Expansion Joint



Figure 4-4
Viewing Condition of Expansion Joints



Figure 4-5
Viewing Saturation from Downspout with
Freeze Thaw Deterioration



Figure 4-6
Viewing North Beam Pocket Protruding Blocks

4.3 RECOMMENDATIONS

The following are recommendations pertaining to or related to structural items:

- Install a new roof system to eliminate excessive moisture causing the saturation of the timber roof system to mitigate the deterioration of the wood elements. All existing wood decking in an unsuitable condition needs to be replaced during the roof replacement. A cost allowance for a portion of deck replacement has been included in the re-roofing estimate of the Architectural recommendations.
- Install backing and seal the masonry expansion joints to prevent moisture and contaminant ingress including pests and debris.
- Investigate the cause of the masonry centerline beam pocket on the north wall and repair to match the face of the exterior wall.
- Include new downspouts and splash pads to prevent saturation of masonry walls, and scouring of soils.
- Fill and patch bug hole and chipped locations in the masonry walls.

4.4 ESTIMATE OF PROBABLE COSTS

The estimate of probable costs related to the structural work are presented below in Table 4-1. The costs are inclusive of 15% engineering consulting fee and 30% contingency.

Table 4-1
Estimated Costs for Structural Work Upgrades

Work Description	Estimated Cost
Structural (High Priority – 1 to 5 years)	
Masonry expansion joint replacement	\$5,000
Investigate cause of protruding beam pocket in north wall and repair	\$2,000
Structural (Medium Priority – 5 to 10 years)	
Repair bug holes and chipped masonry	\$2,000
TOTAL	\$9,000

5 Building Mechanical

5.1 GENERAL

The assessment included the heating, ventilation and plumbing systems in the building. The mechanical review included age, function and general condition of the existing equipment and a general assessment of upgrades that may be required to improve space performance and comfort.

The existing refrigeration plant serving the curling ice surfaces was not included in the assessment. The ductwork and plumbing within the main floor office or the second floor spectator area were not assessed since these spaces were inaccessible at the time of the investigation.

A previous building assessment was completed by AE in June of 2017. The recommendations regarding HVAC and plumbing systems in the June 2017 have generally been unaddressed. As such, many of the recommendations made in the June 2017 report are still current and are re-iterated in this report.

5.2 PLUMBING

5.2.1 Domestic Water

The domestic water consists of a single water meter for the building, located in the furnace room, which supplies domestic cold water to the building. There does not appear to be an approved backflow prevention device on the domestic water supply, as per the National Plumbing Code 2015. It is recommended to install a backflow preventer in conformance with CAN/CSA-B64.10 to protect the municipal water supply against contamination.

A single domestic water tank heater, also located in the furnace room, provides the kitchen and washrooms with domestic hot water. The domestic water heater is a John Wood JW402NA manufactured in 2003. Based on the age of the water heater, replacement will likely be necessary within the next five years. As per the previous assessment report, the water heater currently does not have any source of combustion air. It is recommended to replace the water heater with a new direct-vent unit, to address both the age of the unit heater as well as the combustion air requirement.

The domestic water system is piped with copper piping and fittings, which generally appear to be in good condition. The domestic hot and cold piping are not insulated. Adding insulation would be beneficial on cold piping to minimize development of condensation as well as on hot piping to reduce the load on the domestic water heater. However, this action should be considered optional as the energy savings will not be large enough to offset the cost of additional insulation.



Figure 5-1
Domestic Water Heater and Piping. Water Meter
Behind Debris

The plumbing fixtures on the main floor of the building consist of manually operated lavatories, flush-tank water-closets and flush-valve urinals in the two renovated washrooms as well as a three-compartment sink in the kitchen. Although the three-compartment sink appears to be somewhat dated, all plumbing fixtures appear to be in good functioning condition.

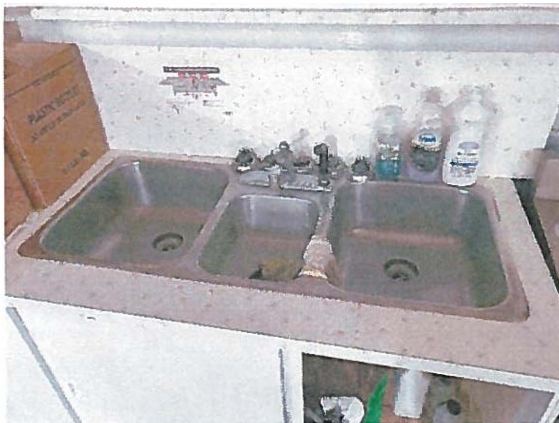


Figure 5-2
Dated Three-Compartment Sink Fixture



Figure 5-3
Renovated Washroom Fixtures

5.2.2 Sanitary Drainage

The building is equipped with an underground sanitary connection to the municipal system and serves the installed plumbing fixtures, floor drains, and mechanical equipment within the building. It was noted that the three-compartment kitchen sink is missing a grease interceptor, which is required to prevent cooking grease from entering the sanitary system. A conversation with the building operator revealed that the kitchen is no longer used for cooking. If the kitchen is to be used for cooking, a grease interceptor is required. Otherwise, the cooking equipment should be removed.

At the end of the curling season, the ice surfaces are thawed and drained into the ice plant header trench on the west side of the arena. Operations staff have indicated that the trench drains poorly and adds difficulty to the thawing process. The header trench is filled with piping and is coated with a white powder that appears to be paint used to color the ice. The bottom of the pit contains a thick layer of sediment, which could be buildup of colouring materials over time. The drain point was not observed, but it is assumed that there is a single 80 mm drain near the south end of the trench, with no sloping towards the drain point. The estimated thawed volume of water from each of the four ice surfaces is 8.25 m³ for a total of 33 m³. The expected drain time for a single 80 mm drain would be approximately three hours. This drain time is likely increased by the build up of material in the trench and drain which impedes flow.

To resolve slow drain times for the ice surfaces, installing a new interceptor on the drain line from the header trench is recommended to intercept paint and sediment from the ice surfaces. It may not be possible to locate the interceptor within the header trench since the large amount of permanent piping within the trench would make installation and maintenance for the interceptor challenging, if not impossible. Instead, the interceptor can be located somewhere inside the foyer area where access is more convenient. The exact location of the buried sanitary line is not known so line locating will need to be performed to identify the best interceptor location. At this time, the resizing of the drain line should be considered to properly handle the large flow volume that occurs during the thaw cycle, however, this would present significant additional costs that have not been included in the recommendations summary.

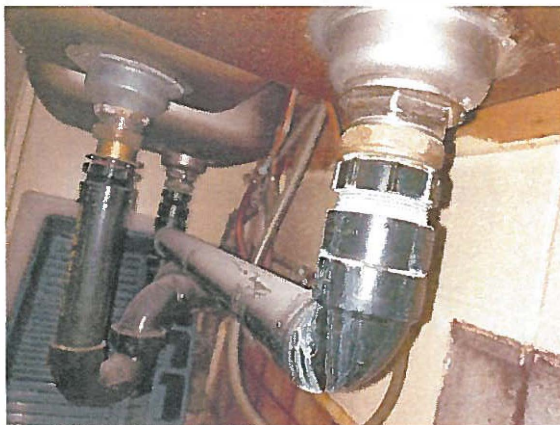


Figure 5-4
Sanitary Drainage from Three-Compartment Sink
is Missing a Grease Interceptor



Figure 5-5
Header Trench Piping Coated in White Powder;
Dry and Cracked Sediment Layer at Trench
Bottom

5.3 NATURAL GAS

The gas meter and regulator set that provides natural gas to the building is located on the west exterior wall, just outside the furnace room. The gas piping supplying the furnaces, water heater and unit heaters is painted and appears to be in good condition. No required repairs or upgrades were identified for the gas system.



Figure 5-6
Gas Meter and Regulator Mounted on
West Side of Building

5.4 HVAC

5.4.1 Arena Area

The arena area of the building is heated by two Lennox unit heaters, installed approximately nine years ago. The unit heaters appear to be in good condition and are about halfway through their service life. As per recommendations made in the previous assessment report, these unit heaters should be replaced with sealed-combustion units at the end of their life as there is currently no combustion air provided to the heaters. The flues for the unit heaters are showing evidence of corrosion and have been partially painted over. It is not recommended to paint over corrosion unless the surfaces have first been properly prepared, or corrosion will continue to occur. The flues should be replaced with a corrosion-resistant material such as CPVC or stainless steel when the unit heaters are replaced for better longevity of the flues.

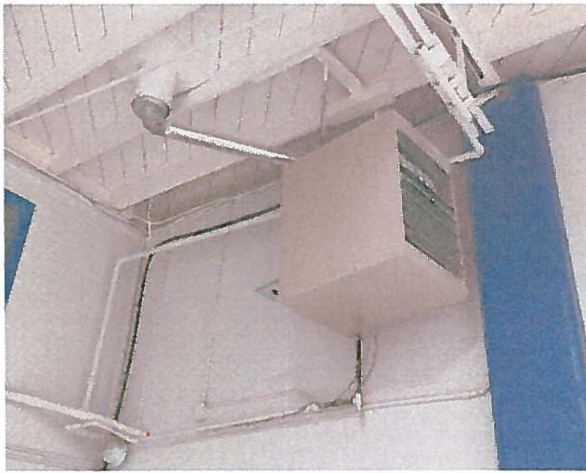


Figure 5-7
West Unit Heater Missing Combustion Air Duct



Figure 5-8
Corroded Flue for West Unit Heater Painted Over

A propeller fan installed in the north wall to ventilate the space is currently not operational. The motorized damper associated with the ventilation fan does not seal properly and is not operational. The fan and damper should be removed and the wall penetration patched.



Figure 5-9
Existing Non-Operational Propeller Fan



Figure 5-10
Damaged Motorized Damper for Propeller Fan

The arena has a history of condensation occurring near the roof deck for the building. Since the original design did not include insulation at the arena walls and roof, humid air in contact with these surfaces would cool and condense, especially during periods of low outdoor temperature. Condensation would be particularly problematic during flooding and thawing of the ice surfaces as this would result in a more humid indoor environment.

The previous assessment report recommended that additional ventilation be provided to the arena to combat the concerns with condensation and to provide a more comfortable indoor environment. Based on these recommendations, the owner has purchased a Canarm DD24 Supply fan and a Canarm SD24-GVD exhaust fan, which have not been installed. Although these fans appear to be sized for the correct air volume, the building owner has recently indicated their preference for a ducted air distribution system instead of a wall-mounted supply fan. The Canarm DD24 supply fan is not suited for a ducted system and should be returned to the manufacturer. The Canarm SD24-GVD exhaust fan can be retained for future installation.

The addition of 4800 cfm of unconditioned outside air in the space will likely exceed the heating capacity of the existing unit heaters. Therefore, a new make-up air system is recommended to heat the supply of air to the space. The new air system and distribution ductwork will require engineering design prior to installation.

Following the recommendations of the previous assessment report, two Canarm ALX-120 DD fan-powered vents were installed in the roof to combat moisture concerns within the roof attic space. Currently, there are two fan-powered and three passive roof vents installed to ventilate the attic. It is apparent that the moisture issue was not solved as there was water dripping from the arena ceiling last winter. The recommendations provided in the architectural and structural reports should be followed to properly repair the roof assembly and separate the attic space from the arena to prevent humidity from the arena entering the attic space. Additional mechanical roof venting is not recommended until the repair work discussed in the architectural section of this report has been completed.



Figure 5-11
Current Roof Venting: Two Fan Powered Vents
and Three Passive Vents

5.4.2 Common Area

Each floor of the common areas is served by a Lennox G26 gas-fired furnace. The previous assessment report had indicated three concerns with the furnace venting, none of which appears to have been completed. To re-iterate the deficiencies noted in the previous report, the existing ABS-DWV furnace vents are not suited for use in a gas flue and should be replaced with ULC-S636 certified pipe and fittings; pipe penetrations of fire-rated walls should be equipped with ULC-approved fire stopping device or replaced with an approved system listed under CAN/ULC-S115; finally, the separation distance between the furnace combustion air and flue exhaust vents at the exterior of the building should be increased to meet the Natural Gas Installation Code CSA B149.1.



Figure 5-12
Furnaces with ABS Venting
in Furnace Room



Figure 5-13
No Separation Distance
on Furnace Vents

During this investigation, it was also noted that when the furnace fans are off, there is no outside air being delivered to the common areas. It was not apparent if the exhaust fans in the building were interlocked with the furnace fans. If the fans are not interlocked, the common areas would become negatively pressurized when the exhaust fans are activated. It is recommended to provide a new thermostat for each furnace to allow the fans to run independent of the burner section and to interlock building exhaust fans with the furnace fan operation.

The two furnaces are currently operating as per the original design intent. However, the furnaces are aging and will likely require replacement in the near future. When these furnaces are replaced, it is recommended that the outside air delivery to the common areas be reviewed and the system designed to provide continuous ventilation to each space as per ASHRAE 62 guidelines. Furthermore, it appears that ductwork could benefit from improved joint sealing, and insulation should be installed on supply air ductwork to prevent heat from being lost to spaces outside the thermostat control zones.

The furnace room also contains a central vacuum system that may be original to the building. The operation of the vacuum system was not verified and it is not known if the vacuum system is being used by building occupants. This system has likely reached the end of its useful life and can be abandoned in place or removed.

5.5 FIRE PROTECTION

This building is not equipped with a sprinkler system.

The furnace room is intended to be a fire-rated room, however, not all wall penetrations have proper fire stopping devices and the door appears to be a wooden door covered by a sheet of galvanized steel. It is recommended that ULC-listed fire stopping devices be added to each penetration through fire rated walls; the existing fire ratings should be maintained by following the recommendations in the architectural section of this report.

Fire dampers are required by the Alberta Building Code 2014 per UL-555 and at all air ducts passing through fire rated walls. Fire dampers are required on the supply, return and outside air ducts for the two furnaces within the furnace room (four fire dampers required total). Fire dampers cannot be installed on the combustion air ducts and exhaust flues from gas-fired equipment; therefore, architectural allowances must be made for the fire protection of these ducts.

As stated in the previous assessment report, the kitchen range hood is required to have a fire suppression system as per the Alberta Building Code 2014 if cooking oils or animal fats are involved. However, conversations on site suggest that the kitchen is not being used. Since the kitchen range is not being used, it is recommended to remove the range and exhaust hood. However, if the decision is made to keep the existing kitchen, it is recommended to replace the hood with one designed for use with a clean agent fire suppression system (FM200 or similar) to meet the requirements of the Alberta Building Code.

There are no fire extinguishers located within the furnace room. It is recommended to provide a wall-hung 10-lb ABC fire extinguisher within the mechanical room.



Figure 5-14
Commercial Kitchen Range Hood
Missing Fire Suppression System

5.6 LIFE EXPECTANCY OF MECHANICAL EQUIPMENT

Based on typical HVAC and plumbing equipment life expectancy:

- The domestic water heater will likely need replacement within the next five years.
- The furnaces will likely need replacement within the next five years.
- The unit heaters will likely need replacement within the next 10 years.

5.7 RECOMMENDATIONS

Plumbing:

- Install a backflow preventer to meet CAN/CSA-B64.10 on the domestic water service.
- Replace the water heater with a new direct-vented unit.
- Provide a new interceptor for improved drainage of thawed ice surfaces.
- Insulate domestic hot and cold water (optional).

HVAC:

- Install a new ventilation system for the arena consisting of a built-up make-up air system and exhaust fan. The previously purchased exhaust fan can be used, but the previously purchased supply fan should be returned.
- Replace the arena unit heaters at end of life within the next 10 years.
- Remove existing wall-prop exhaust fan and patch wall penetration.
- Replace furnace flue venting with appropriate venting materials as per ULC-S636 and relocate the wall penetrations to meet minimum separation requirements.

- Replace furnaces at end of life, within the next five years. New furnaces to have new thermostats to allow fans to run continuously during occupied periods and outside air rates to meet ASHRAE 62 guidelines. Building exhaust fans should be interlocked with furnace fans.
- Remove kitchen range and hood since the kitchen will be abandoned, or replace the hood with one incorporating a clean agent fire suppression system to meet Alberta Building Code 2014.
- Central vacuum system to be abandoned.

Fire Protection:

- Provide fire dampers per UL-555 at penetrations of fire rated walls (furnace room).
- Provide a fire extinguisher within the furnace room.

5.8 ESTIMATE OF PROBABLE COSTS

The estimate of probable costs related to the building mechanical work are presented below in Table 5-1. The costs are inclusive of 15% engineering consulting fee and 30% contingency.

Table 5-1
Estimated Costs for Building Mechanical Work Upgrades

Work Description	Estimated Cost
Mechanical (High Priority – 1 to 5 years)	
HVAC	
Install new built-up make-up air unit complete with distribution ductwork and install exhaust fan for the arena	\$73,000
Plumbing	
Install a backflow preventer to meet CAN/CSA-B64.10 on the domestic water service	\$2,500
Replace the water heater with a new direct-vent unit	\$7,500
Mechanical (Medium Priority – 5 to 10 years)	
HVAC	
Replace furnace room flue venting with appropriate venting materials as per ULC-S636 and relocate wall penetrations to meet minimum separation requirements	\$4,500
Replace arena unit heaters at end of life within the next 10 years	\$15,000
Remove existing wall-prop exhaust fan and louvre in the arena. Patch wall penetration	\$7,500

Work Description	Estimated Cost
Replace furnaces at end of life, within the next five years. New furnaces to have new thermostats to allow fans to run continuously during occupied periods and outside air rates to meet ASHRAE 62 guidelines. Building exhaust fans should be interlocked with furnace fans.	\$12,000
Plumbing	
Provide a new interceptor for improved drainage of thawed ice surfaces. Additional work may be required to upsize drainage line	\$22,000 for interceptor install only
Fire Protection	
Provide a fire extinguisher within the furnace room	\$100
Install UL-555 fire dampers on all duct penetrations of fire rated walls (four fire dampers required on supply/return ducts within furnace room)	\$2,000
Mechanical (Low Priority – 15 to 20 years)	
HVAC	
Remove kitchen range and hood since the kitchen will be abandoned, or replace the hood with one incorporating a clean agent fire suppression system to meet Alberta Building Code 2014.	\$0 for removal only
Central vacuum system to be abandoned	\$0
Plumbing	
Insulate domestic hot and cold water (optional)	\$11,000
TOTAL	\$157,100

6 Electrical

6.1 GENERAL

The electrical assessment included all general electrical and lighting systems for end-of-life, functionality and general power distribution layout. Lighting systems were reviewed for power efficiencies with respect to chosen light systems.

Currently, the building does not contain a fire alarm system or security system. Based on the building classification, as long as the total occupant load is less than 300, with no more than 150 above the first storey, the building will not require a fire alarm system. A fire alarm system is recommended, although not required, as the curling rink building is now attached to the new aquatic centre. A fire alarm system will also provide asset protection.

The ice plant was not assessed as part of this review. The main office and upstairs seating area were not reviewed as they were unable to be unlocked at the time of the assessment.

6.2 UTILITY POWER & 120/208V DISTRIBUTION

There are two utility meters located on the southwest side of the building. One meter is 120/208V, single phase, 3 wire which provides power to Panel A. The second meter is 120/208V, three phase, four wire and is dedicated solely for the ice plant panel. Each utility feed has a 200A disconnect switch located on the west wall of the plant room. There is also a third abandoned utility feed on the exterior of the building. The abandoned utility feed has an open junction box and with wires hanging from the conduit. This should be removed.

The two main disconnects appear original and in working order though they were not tested for functionality. The ice plant main disconnect was in the open position at the time of the site visit. Upon visual inspection of the ice plant main disconnect, it appears to have had electrical issues based on the black substance inside and on the exterior of the disconnect. It also appears that one of the fuses has blown in the past. It is strongly recommended an assessment of the ice plant load be completed to ensure the disconnect is sized as per Canadian Electrical Code (CEC) and that the disconnect is replaced with new.



Figure 6-1
120/208V, 1 Phase 200A Main Disconnect

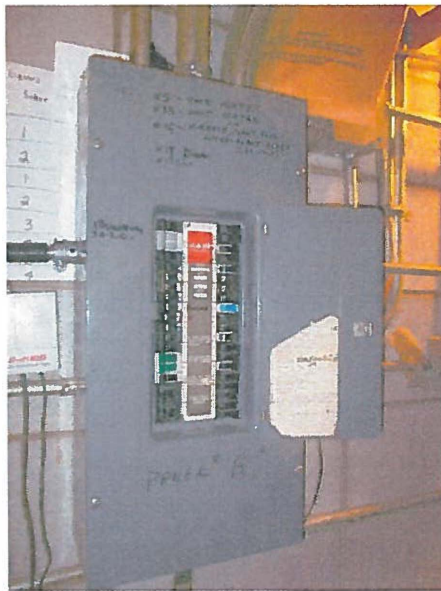


Figure 6-2
120/208V, 3 Phase, 200A Main Disconnect



Figure 6-3
Inside 120/208V, 3 Phase, 200A Main Disconnect

Panel A, located in the furnace room, provides 120/208V single phase power throughout the building. A new sub panel, Panel B, has been installed in the furnace room.



**Figure 6-4
Panel A**



**Figure 6-5
Panel B**

The electrical system appears in working order but is at the end of its useful life and replacement parts may be costly or hard to find. It is recommended to replace the two main disconnects with new, especially the disconnect for the ice plant. The utility wiring splices by the utility weatherhead should be inspected as the splices have been damaged and are not properly sealed from the elements. The weatherhead is located on the southwest side of the building.

Panel A appears original and should be replaced as the panel is almost 50 years old. The breakers may not function as designed and they may not trip, or they will trip, but may not be able to reset. A new 225A, 42 circuit panel will accommodate existing loads, provide space for future loading, and have replacement parts readily available. Replacing Panel A with a larger panel will also negate the need for the sub panel B. The existing panel schedule was ripped; a piece of paper stuffed behind conduit was found to have a hand-marked panel schedule but it was incomplete. Panel schedules should be up-to-date and stored inside the panel.

There were multiple instances of the current CEC not being met. Exterior outlets were standard outlets without any weather protection. All exterior outlets must have a weatherproof cover and either be a GFCI receptacle or protected by a GFCI breaker to meet CEC requirements. The existing receptacle near the kitchen sink does not have GFCI protection, which is required to meet CEC. Several electrical receptacles in the curling rink are missing cover plates. All receptacles must have a cover plate installed to meet CEC requirements. It is also recommended installing a weatherproof cover for all receptacles located in the ice rink as they could be splashed with water when ice is being made.

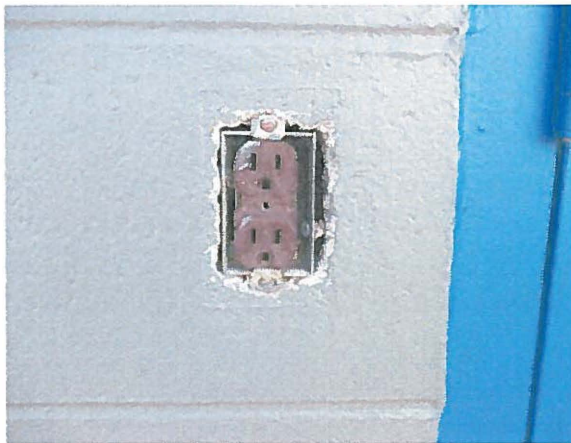


Figure 6-6
Exterior Receptacle Needing Repair



Figure 6-7
Utility Feeds & Abandoned Utility Feed



Figure 6-8
Utility Feed Splice Requiring Repair



Figure 6-9
Regular Receptacle in Kitchen by Sink

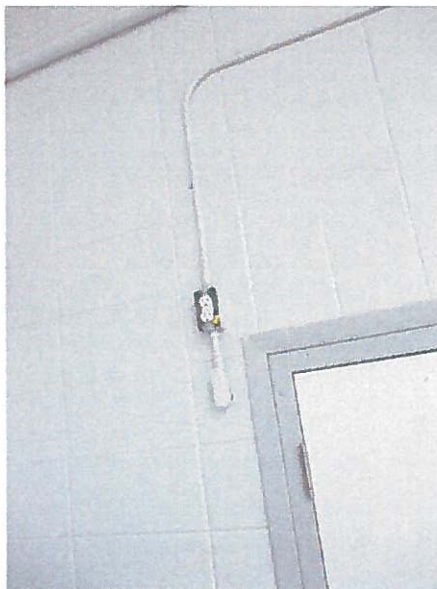


Figure 6-10
Receptacle Missing Plate in Curling Rink

6.3 LIGHTING

The lights appear to be in good working order, therefore, upgrading these fixtures is optional. New LED lights are in the process of being installed in the curling rink. Existing lights throughout the remainder of the building are a combination of fluorescent T8/T5 type, and 60W incandescent bulbs. The ballasts should be replaced every five to eight years. It is currently unknown when the fluorescent fixtures were last serviced. Existing fluorescent lights in the lobby are missing a protective cage or lens to adequately protect the fluorescent tubes from damage. A lens or protective cage should be installed on the fluorescent fixtures. The existing lights will begin to fail more frequently because of lamp and ballast failure. The costs for LED lighting has reduced greatly over the years. The cost difference between installing a T5 fixture and an LED fixture can be as low as \$20. The energy savings between a T12 and T5 can be up to 30%, for LEDs, it can be greater. Maintenance costs are also substantially less for LEDs compared to T5s. Over a 20-year period, relamping, ballast replacement, and cleaning costs for T5s are approximately four times as much as LED fixtures. It is recommended that the fixtures be replaced with LED fixtures to reduce energy and maintenance costs over a 20-year period.

It is strongly recommended to change lights in the Plant Room to LED and add additional lights as they do not meet recommended IES lighting levels.

All exterior lights are turned on manually, except for one newer light at the entrance. Existing lights are damaged or in poor condition and past their life expectancy. It is recommended the exterior lighting be replaced with LED fixtures to match the newer light by entrance. This will provide better and more uniform lighting on the exterior. LED fixtures can have a built-in photocell to allow for automatic control and energy savings. It is also recommended adding an exterior light by northeast exit door as the door is almost one foot above the ground and adequate lighting will increase safety.





Figure 6-11
Exterior Lights

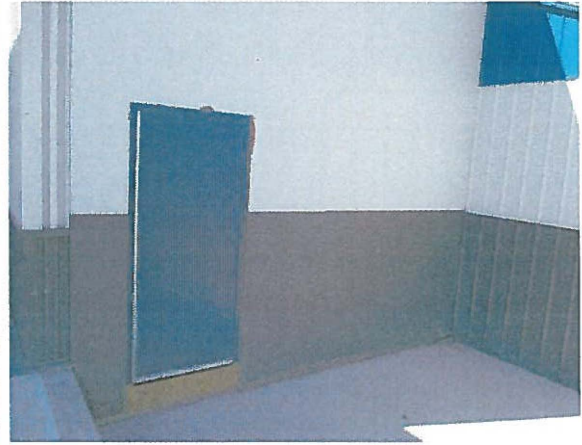


Figure 6-12
No Exterior Light by NE Exit Door



Figure 6-13
Exterior Bulb and Cover Missing (SW Corner)



Figure 6-14
New LED Lighting in Curling Rink

Light levels in the kitchen are not sufficient, additional lights should be added to meet IES recommended lighting levels.

6.3.1 Emergency Lighting and Exit Signs

As per Section 9.9.12.3 "Emergency Lighting" of the building code, an emergency light must be installed by the northwest exit in the curling rink. Every other exit from the curling area has emergency lights near it and meets building code.

An exit sign is not in place when descending the stairs from the mezzanine. The exit sign must be visible on approach to the southwest exit from the mezzanine, as per Section 9.9.11.3 of the Building Code.

Existing exit signs are a mix of various types. To be consistent throughout the building, it is recommended to replace all exit signs with green "running man" style signs to meet Section 9.9.11.3 (2)(b) of the Building Code.



Figure 6-15
Dated Exit Signs



Figure 6-16
Emergency Light Not Installed by NW Exit

6.4 ELECTRICAL RECOMMENDATIONS

- Replace main disconnects with new
- Inspect / repair utility feed splices
- Replace exit signs with new (add one in stairwell)
- Add one emergency light to northwest exit in rink
- Install GFI breaker in Panel A for exterior outlets
- Repair exterior receptacles and curling rink receptacles
- Replace one existing kitchen receptacle with GFCI receptacle
- Replace existing interior lights with LED (minus Curling Rink)
- Replace Panel A with new 225A, 42 circuit, single phase panel
- Replace exterior lights with new LED
- Demolish abandoned utility feed, conduit, and meter base. Paint concrete to match.
- Install fire alarm system.

6.5 ESTIMATE OF PROBABLE COSTS

The estimate of probable costs related to the electrical work are presented below in Table 6-1. The costs are inclusive of 15% engineering consulting fee and 30% contingency.

Table 6-1
Estimated Costs for Electrical Work Upgrades

Work Description	Estimated Cost
Electrical (Immediate Priority – Considered to be a risk to the public's safety)	
Replace main disconnects with new	\$7,000
Inspect/repair utility feed splices	\$3,000
Replace exit signs with new (add one in stairwell)	\$4,000
Add one emergency light to northwest exit in rink	\$1,500
Electrical (High Priority – 1 to 5 years)	
Install GFI breaker in Panel A for exterior outlets	\$1,000
Repair exterior receptacles and Curling Rink receptacles	\$1,000
Replace one existing kitchen receptacle with GFCI receptacle	\$500
Electrical (Medium Priority – 5 to 10 years)	
Replace existing interior lights with LED (minus Curling Rink)	\$15,000
Replace Panel A with new 225A, 42 circuit, single phase Panel	\$7,500
Replace exterior lights with new LED	\$2,500
Electrical (Low Priority – 15 to 20 years)	
Demolish abandoned utility feed, conduit, and meter base. Paint concrete to match	\$2,000
Install fire alarm system	\$30,000
TOTAL	\$75,000

REPORT

7 Summary of Recommendations

A summary of the prioritized recommendations and opinions of probable costs is presented below. "Immediate" are considered risks to the public's safety, "high" is within 1 to 5 years, "medium" is within the next 5 to 10 years, and "low" is within the next 15 to 20 years. Costs are probable costs in 2018 dollars and are assumed to be combined with other scope items.

Costs do not include investigation and remediation of asbestos and hazardous materials.

Table 7-1
Summary of Estimated Costs

Work Description	Priority	Estimated Cost
Safety: Provide 1hr fire separation of Janitor's storage room including door	Immediate	\$3,500
Safety: Provide 1hr fire separation of mechanical room including door	Immediate	\$3,500
Safety: Provide 1hr fire separation of ice plant room including door	Immediate	\$3,500
Install fire sealant around electrical conduit penetration to the adjacent swimming pool on southeast wall of the ice surface area	Immediate	\$300
Safety: Install code compliant railings and guards for existing stairs and ramps and install code compliant landing for the ramps	Immediate	\$7,500
Exterior Doors: Install exterior landing and step for northeast exit door	Immediate	\$1,500
Finishing: Install code compliant wall and floor protection at urinal	Immediate	\$2,500
Electrical: Replace main disconnects with new	Immediate	\$7,000
Electrical: Inspect/repair utility feed splices	Immediate	\$3,000
Electrical: Replace exit signs with new (add one in stairwell)	Immediate	\$4,000
Electrical: Add one emergency light to northwest exit in rink	Immediate	\$1,500
TOTAL IMMEDIATE PRIORITY ITEMS		\$37,800



Town of Barrhead

Work Description	Priority	Estimated Cost
Roofing: Replace entire roof system above curling rink ice, mezzanine, and ice plant mechanical room, including downspouts and splash pads, and replace any unsuitable wood decking.*	High	\$500,000
Roofing: J-trim, waterproof membrane metal fascia and drip flashing on west wall of storage area	High	\$2,000
Masonry expansion joint replacement	High	\$5,000
Investigate cause of protruding beam pocket in north wall and repair	High	\$2,000
Install new built-up make-up air unit complete with distribution ductwork and install exhaust fan for the arena	High	\$73,000
Install a CAN/CSA-B64.10 approved backflow preventer on the domestic water service	High	\$2,500
Replace water heater at end of life within the next five years with a direct-vent water heater	High	\$7,500
Install GFI Breaker in Panel A for Exterior Outlets	High	\$1,000
Repair Exterior Receptacles and Curling Rink Receptacles	High	\$1,000
Replace one Existing Kitchen Receptacle with GFCI Receptacle	High	\$500
TOTAL HIGH PRIORITY ITEMS		\$594,500
Exterior Walls: Remove existing plywood. Replace with new exterior grade plywood	Medium	\$2,000
Exterior Doors and Louvres: Remove flashing. Replace with new code compliant flashings and reglets. Add new head flashings on doors and louvres	Medium	\$3,500
Architectural Finishing: Re-adhere existing rubber base at top of stair	Medium	\$100
Repair bug holes and chipped masonry	Medium	\$2,000
Replace furnace room flue venting with appropriate venting materials as per ULC-S636 and relocate wall penetrations to meet minimum separation requirements	Medium	\$4,500
Replace arena unit heaters at end of life within the next 10 years	Medium	\$15,000
Remove existing wall-prop exhaust fan and louvre in the arena. Patch wall penetration	Medium	\$7,500

Work Description	Priority	Estimated Cost
Replace furnaces at end of life, within the next five years. New furnaces to have fans run continuously during occupied periods and outside air rates to meet ASHRAE 62 guidelines	Medium	\$12,000
Provide a new interceptor for improved drainage of thawed ice surfaces. Additional work may be required to upsize drainage line.	Medium	\$22,000
Provide a fire extinguisher within the furnace room	Medium	\$100
Install fire dampers on all duct penetrations of fire rated walls (four fire dampers required on supply/return ducts within furnace room).	Medium	\$2,000
Replace existing interior lights with LED (minus Curling Rink)	Medium	\$15,000
Replace Panel A with new 225A, 42 circuit, single phase Panel	Medium	\$7,500
Replace exterior lights with new LED	Medium	\$2,500
TOTAL MEDIUM PRIORITY ITEMS		\$95,700
Architectural Finishes: Replace VCT tiles with new	Low	\$2,500
Remove kitchen range and hood	Low	\$0
Central vacuum system to be abandoned	Low	\$0
Insulate domestic hot and cold water (optional)	Low	\$11,000
Demolish abandoned utility feed, conduit, and meter base. Paint concrete to match	Low	\$2,000
New fire alarm system	Low	\$30,000
TOTAL LOW PRIORITY ITEMS		\$45,500

*The presence of asbestos and hazardous materials is currently unknown. It is recommended that testing be performed by a hazardous materials consultant prior to design and construction.



8 Remaining Life

In general, a building of this construction typically has an expected life of approximately 50 years. It is AE's understanding that the building was constructed in the 1970s. With an assumed construction date of 1975, the building would be at 86% of its expected life. A building can exceed its expected life depending on quality of construction and maintenance history.

With the information gathered, it is estimated that the remaining life of the building is approximately 20 to 30 years, if the recommendations are followed and regular maintenance is continued.

Based on 2018 Yardstick for Costing Data, to construct a new building of similar size is estimated to cost approximately \$4.6 million.

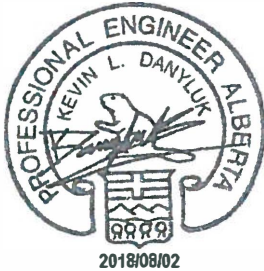
REPORT

9 Closure

This report was prepared for and commissioned by the Town of Barrhead. All work was collaborated with Shallon Touet, Director of Parks and Recreation. The visual assessment was performed in presence with Brant Ross, Director of Public Works.

The services provided by Associated Engineering Alberta Ltd. in the preparation of this report were conducted in a manner consistent with the level of skill ordinarily exercised by members of the profession currently practicing under similar conditions. No other warranty expressed or implied is made.

Respectfully submitted,
Associated Engineering Group Ltd.



Kevin Danyluk, P.Eng.
Structural Engineer



Grace Zhang, AAA, MRAIC LEED® AP
Architect
Grace Architecture



Carl Latonas, P.Eng.
Mechanical Engineer



Steve Justus, P.Eng.
Electrical Engineer

ASSOCIATED ENGINEERING QUALITY MANAGEMENT SIGN-OFF	
Signature:	
Date:	August 2, 2018
APEGA Permit to Practice P 3979	



Associated
Engineering

GLOBAL PERSPECTIVE.
LOCAL FOCUS.



REQUEST FOR DECISION

Date: August 14, 2018
To: Mayor McKenzie & Members of Council
From: Martin Taylor, CAO
Re: Monthly Bank Statement

Summary

The Monthly Bank Statement for the month ended June 30, 2018.

Overview

Recommendations

Recommendation #1

That Council receive as information the Monthly Bank Statement for the month ended June 30, 2018.

Respectfully Submitted by:

Martin Taylor, CMC, CLGM
CAO

**TOWN OF BARRHEAD
MONTHLY BANK STATEMENT
FOR MONTH ENDED JUNE 30, 2018**

PER TOWN OF BARRHEAD:	ATB FINANCIAL GENERAL ACCOUNT	TERM DEPOSITS
Net Balance - Previous Month	1,758,520.40	3,095,213.36
Receipts	2,107,262.45	
Direct Deposits	1,527,894.01	
Interest	6,634.34	
Loan Proceeds	0.00	
Transfers from/to Term Deposits	100,000.00	2,804.25
Cancelled Cheques	0.00	
SUBTOTAL	5,500,311.20	3,098,017.61
Disbursements	1,236,368.64	
Debentures/Interest	0.00	
School Requisition	339,657.68	
Transfers from/to General	2,804.25	100,000.00
NSF/Returned Cheques or Transfers	522.62	
Postdated Cheques	0.00	
NET BALANCE AT END OF MONTH	3,920,958.01	2,998,017.61

PER BANK:		
Balance at end of month	3,776,065.14	2,998,017.61
Outstanding Deposits	383,703.06	
SUBTOTAL	4,159,768.20	2,998,017.61
Outstanding Cheques	238,810.19	
NET BALANCE AT END OF MONTH	3,920,958.01	2,998,017.61

TERM DEPOSIT SUMMARY
FOR MONTH ENDED JUNE 30, 2018

<u>Financial Institution</u>	<u>Term Amount</u>	<u>Interest Rate</u>	<u>Term Started</u>	<u>Investment Details</u>
Servus Credit Union	100,000.00	1.65%	April 10, 2018	90 day term deposit
Servus Credit Union	1,000,000.00	1.54%	June 18, 2018	30 day term deposit
Nova Scotia	100,000.00	1.70%	May 14, 2018	90 day term deposit
ATB Financial	750,000.00	1.55%	June 20, 2018	38 day term deposit
ATB Financial	1,000,000.00	1.55%	May 25, 2018	38 day term deposit
ATB Financial	<u>48,017.61</u>			Interest On Term Account
Total	<u>\$ 2,998,017.61</u>			



REQUEST FOR DECISION

Date: August 14, 2018
To: Mayor McKenzie & Members of Council
From: Martin Taylor, CAO
Re: AUMA Convention

Summary

AUMA Convention meeting with the RCMP

Overview

Recommendations

Recommendation #1

- | |
|--|
| <ol style="list-style-type: none">1. That Council instruct Administration to arrange a meeting time with the RCMP K Division at the AUMA Convention. <p>OR</p> <ol style="list-style-type: none">2. That Council accept the invitation to meet with the RCMP K Division at the AUMA Convention as information and advise Sgt. Dodds that Council will not be meeting with the RCMP at this year's AUMA Convention. |
|--|

Respectfully Submitted by:

Martin Taylor, CMC CLGM
CAO

Cheryl Callihoo

From: Martin Taylor
Sent: Tuesday, July 17, 2018 11:01 AM
To: Bob DODDS
Cc: Cheryl Callihoo; Gail Hove
Subject: RE: AUMA

Hi Bob, will add to next agenda August 14th. thanks

From: Bob DODDS [<mailto:Bob.Dodds@rcmp-grc.gc.ca>]
Sent: Tuesday, July 17, 2018 10:48 AM
To: Martin Taylor
Subject: AUMA

Martin,

K Div is asking if your officials wish to meet with RCMP senior management at AUMA. in September. Please ask around and let me know. I know County of BH are going to ask about the APP initiative being changed.

Bob



REQUEST FOR DECISION

Date: August 14, 2018
To: Mayor McKenzie & Members of Council
From: Martin Taylor, CAO
Re: Municipal Affairs - Ministerial Order Extension

Summary

Municipal Affairs – Intermunicipal Collaboration Frameworks (ICF) and Intermunicipal Development Plans (IDP)

Overview

The Minister of Municipal Affairs has signed a Ministerial Order extending the requirements for Intermunicipal Collaboration Frameworks (ICF) and Intermunicipal Development Plans (IDP) to April 2021. This allows rural municipalities more time to work with urban neighbours to complete both documents.

Recommendations

Recommendation #1

That Council accepts the recent changes to the Municipal Government Act as information.

Respectfully Submitted by:

Martin Taylor, CMC CLGM
CAO

RECEIVED
JUL 31 2018

AR93928

July 25, 2018

His Worship David McKenzie
Mayor
Town of Barrhead
PO Box 4189
Barrhead AB T7N 1A2

Dear Mayor McKenzie,

As you are aware, recent changes to the *Municipal Government Act* will require all municipalities to create intermunicipal collaboration frameworks (ICF) and intermunicipal development plans (IDP) with their neighbours. This work reflects our mutual priority of ensuring all Albertans benefit from the efficient delivery of local services and effective co-ordination of development, and I am pleased to see the progress already made.

The two-year period set out in legislation to accomplish this task is challenging, but I am confident the existing legacy of intermunicipal co-operation has placed us in a position to be successful. I am nevertheless aware of some specific challenges that can be addressed at this time, and gratefully acknowledge the practical solutions that have been proposed during discussions with the municipal associations, the administrative associations, and municipalities.

As a result of these discussions, I have signed Ministerial Order No. MSL:047/18 (attached), which makes the following changes:

- Exempts parties from the requirement to create an IDP where the entire area along one or both sides of the common boundary between the parties is composed entirely of federal or provincial Crown land. This change recognizes the limited value in the creation of an IDP where development is restricted.
- Extends the timeline by one year (to April 1, 2021) for all ICFs and IDPs between municipal districts, special areas, improvement districts, or rural specialized municipalities. This change will allow rural municipalities to focus their efforts on working with their urban neighbours during the initial two-year period.

.../2

- Extends the timeline by one year (to April 1, 2021) for all ICFs and IDPs between municipalities that are members of the same growth management board (GMB). This change will allow GMB member municipalities to harmonize their ICFs and IDPs with their growth and service plan, and provide an opportunity to address through an ICF or IDP any matters not addressed in a growth or servicing plan.
- Extends the timeline by one year (to April 1, 2021) for all ICFs and IDPs between a municipality that is a member of a GMB, and a municipality that is not a member of the GMB, but is located within the boundaries of the member municipality. This change will allow GMB member municipalities to create their ICFs and IDPs within the context of their growth and servicing plan.

In each case, all parties to a framework or plan must agree to apply the exemption or extension by council resolution, and the resolution must be filed with the Minister within 90 days of the date the resolution is passed.

In the event other circumstances arise that are beyond your control, I will consider specific requests for an exemption or time extension. However, based on the importance of this work to all Albertans, I encourage you to make every effort to work with your neighbours and to meet the legislated timelines.

I trust these changes will provide some practical efficiencies as we work toward improved intermunicipal solutions.

Sincerely,



Hon. Shaye Anderson
Minister of Municipal Affairs

Attachment: Ministerial Order No. MSL:047/18

cc: Martin Taylor, Chief Administrative Officer, Town of Barrhead



ALBERTA
MUNICIPAL AFFAIRS

Office of the Minister
MLA, Leduc-Beaumont

MINISTERIAL ORDER NO. MSL:047/18

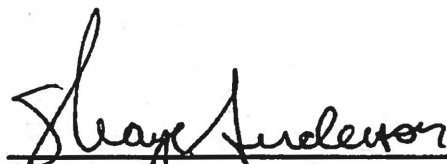
I, Shaye Anderson, Minister of Municipal Affairs, pursuant to Sections 605 and 631 of the *Municipal Government Act (MGA)*, make the following order:

- 1) Two or more councils of municipalities that have common boundaries where the entire area along one or both sides of the common boundary is composed entirely of federal or provincial crown land are exempt from the requirements of Section 631 of the *MGA* on the condition that all parties to the framework agree to apply the exemption by resolution and file copies of the resolutions with the Minister within 90 days of the date each resolution is passed.
- 2) That the time for an intermunicipal collaboration framework to be created pursuant to Section 708.28(1) of the *MGA* or an intermunicipal development plan to be adopted pursuant to Section 631(3) of the *MGA* is April 1, 2021, where the framework or plan is between municipalities that are municipal districts or specialized municipalities referred to in Section 77 of the *MGA* (excluding the Municipality of Jasper), improvement districts referred to in Section 581 of the *MGA*, or special areas as defined in Section 1 of the *Special Areas Act*, and on the condition that all parties to the framework agree to apply the extension by resolution and file copies of the resolutions with the Minister within 90 days of the date each resolution is passed.
- 3) That the time for an intermunicipal collaboration framework to be created pursuant to Section 708.28(1) of the *MGA* or an intermunicipal development plan to be adopted pursuant to Section 631(3) of the *MGA* is April 1, 2021, where the framework or plan is between municipalities that are members of the same growth management board established pursuant to Section 708.02 of the *MGA* before April 1, 2018, and on the condition that all parties to the framework agree to apply the extension by resolution and file copies of the resolutions with the Minister within 90 days of the date each resolution is passed.

.../2

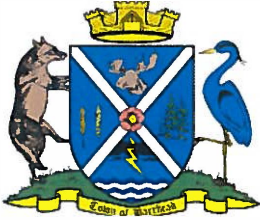
- 4) That the time for an intermunicipal collaboration framework to be created pursuant to Section 708.28(1) of the *MGA* or an intermunicipal development plan to be adopted pursuant to Section 631(3) of the *MGA* is April 1, 2021, where the framework or plan is between a municipality that is a member of a growth management board established pursuant to Section 708.02 of the *MGA* before April 1, 2018 and a municipality that is not a member of the growth management board but is located entirely within the boundaries of the member municipality, and on the condition that all parties to the framework agree to apply the extension by resolution and file copies of the resolutions with the Minister within 90 days of the date each resolution is passed.
- 5) That the time for an arbitrator to create an intermunicipal collaboration framework or an intermunicipal development plan pursuant to Section 708.36(1)(a) of the *MGA* is April 1, 2022, where the time to create the framework or adopt the plan is modified by this Order.

Dated at Edmonton, Alberta, this 19th day of July, 2018.


Shaye Anderson
Minister of Municipal Affairs

**COUNCIL REPORTS
AS OF AUGUST 14, 2018**

		Meeting (since last council)
Agricultural Society	Cr. Klumph (Alt. Cr. Oswald)	<u> X </u>
Barrhead Cares Coalition	Cr. Kluin	<u> </u>
Barrhead & District Social Housing Association	Cr. Penny	<u> </u>
Barrhead Fire Services Committee	Cr. Assaf and Cr. Smith (Alt. Cr. Kluin)	<u> </u>
Barrhead Regional Airport Committee	Mayor McKenzie	<u> </u>
Barrhead Regional Water Commission	Mayor McKenzie and Cr. Smith	<u> </u>
Capital Region Assessment Services Commission	Cr. Penny	<u> </u>
Chamber of Commerce	Cr. Kluin	<u> </u>
Community Futures Yellowhead East	Cr. Penny (Alt. Cr. Assaf)	<u> </u>
Economic Development Committee	Vacant	<u> </u>
Enhanced Policing School Resource Officer Committee	Cr. Oswald (Alt. Mayor McKenzie)	<u> </u>
Family & Community Support Services Society	Cr. Kluin and Cr. Penny	<u> </u>
Library Board/Yellowhead Regional Library Board	Cr. Klumph	<u> X </u>
Municipal Planning Commission	Cr. Assaf, Cr. Klumph and Cr. Smith (Alt. Cr. Oswald)	<u> </u>
Regional Landfill Committee	Cr. Klumph and Cr. Penny	<u> </u>
Subdivision & Development Appeal Board	Cr. Penny	<u> </u>
Twinning Committee	Cr. Oswald	<u> </u>



Date: August 7, 2018

To: Mayor McKenzie and Council

From: Martin Taylor, CAO

Re: CAO update

- Council will be meeting with AHS regarding ambulance service in September.
- Town new web site launched.
- Lagoon upgrade tender next month.
- New system of residential waste pick up is in its third week. The crew is adapting well to the new routes and truck. Receiving positive feedback.
- The HR policy and related documents under review.
- Hosted AUMA President on August 7th.
- Administration reviewing the purchasing policy for council approval in September.
- The TSN sign has been re- installed at the curling rink.
- Colliers International market study for the 14 acre property is complete and council will receiving the report and presentation on August 28th.

Respectfully submitted,
Martin Taylor, CLGM



BARRHEAD PARKS AND RECREATION DEPARTMENT

MONTHLY REPORT

DATE: August 7, 2018

Last Month:

Attended, agricultural meeting, make a connection, Barrhead Cares, and Community in Bloom meetings.

Works in Progress:

Catching up from hosting the Peewee and Bantam Minor Ball Provincials 27-30 and the Mosquito Minor Ball Provincials Aug. 3-6

Budget:

On track.

Outstanding:

Finishing up on a couple of Capital Projects.

We are finishing up on a couple of written orders from Work safe Alberta.

Next Month Objectives:

Start to prepare for the Wild Rose Rodeo Finals September 13-17.

Prepare for the first aquatics centre shut down September 4-25, in which we hope to have Clark Builders have all the outstanding issues with the Aquatics Centre dealt with.

Upcoming Special Events:

Blue Heron Fair Days Aug. 10, 11, 12.

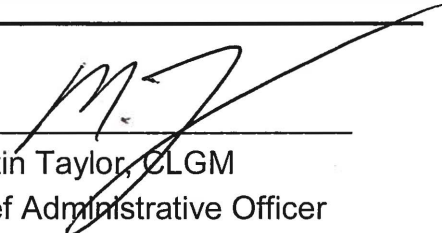
Skills Camp Aug. 13-16.

Pro North Hockey School Aug. 13-17 and 20-24.

Minor Hockey Rusty Blade Aug. 27-30.

Respectfully,

Shallon Touet,
Director of Parks and Recreation



Martin Taylor, CLGM
Chief Administrative Officer



BARRHEAD PUBLIC WORKS DEPARTMENT

Monthly Report

Date: August 8, 2018

Last Month's Accomplishments:

- Distributed 1600 garbage carts with notices
- Started new garbage collection system in residential areas
- Excavated and repaired 3 sanitary sewer services
- Excavated and replaced 5 water shut off valve boxes
- Asphalt patching
- New gravel truck arrived

Progress on Projects/Programs:

- Sidewalk repairs and replacements ongoing
- 57 Avenue road base work complete, starting on 50th Avenue
- 50 Avenue underground work is complete – water, sewer and storm sewer
- Working on garbage bin conversions for commercial pickup
- Walking trail overlay in Cecil Martin Park

Budget Performance:

-

Outstanding Issues for the Month:

-

Next Month's Objectives:

- Working on commercial bin exchange
- Lane work
- Repair sewer main at 55A Avenue

Upcoming Special Events:

- Assist with Fair Days set up and clean up

Submitted by: Brant Ross
Director of Public Works

CAO Martin Taylor

3.1a

Minutes

BDSHA Regular Board Meeting

June 20, 2018

**Barrhead & District Social Housing
Association Minutes
Regular Board Meeting – June 20, 2018**

Members Present:	Chairman Darrell Troock, Dale Kluin, Leslie Penny, Craig Wilson
Members Absent:	Ken Killeen, Martin Zeldenrust
Staff Present:	Dorothy Clarke, Dorothy Waters

1.0 Darrell Troock called the meeting to order at 12:45 pm.

2.0 Approval of Agenda

*Craig Wilson moved to accept the Agenda of the June 20, 2018 Regular Board Meeting.
Carried Unanimously*

3.0 Adoption of Minutes

3.1 Regular Board Meeting – May 16, 2018

Dale Kluin moved to accept the Minutes of the May 16, 2018 Regular Board Meeting as presented.

Carried Unanimously

4.0 Reports

4.1 Facility Manager's Report by Tyler Batdorf – Attached
Hillcrest


- Unit 226 filled up with smoke at the end of May. The smoke was caused by a heating bag in a microwave.
- There was another leak found on a hot water circulation line. The line has had many repairs over the years and should all be replaced. Maintenance will do this when things slow down a bit.
- One control on the old boiler below the kitchen has been starting to fail. This boiler actually serves to heat Jubilee Manor.
- All of the tenants from the North U-wing have been moved. Beltone will move back upstairs in July.

Klondike Place

- In unit 314 the floor was found to be soft in one area close to the balcony door. This soft spot was likely caused by water seeping in from the balcony before repairs took place. The tenant was moved across the hallway into unit 311 so repairs could be made.
- A pump failed on one boiler. A spare pump was installed and a new spare was ordered.
- The older hot water tank is leaking. A new one has arrived and will be installed shortly.
- The lighting panel on the second floor has been installed and the lights are working as they should.

Initials: Chairperson



CAO 

3.16

Minutes

BDSHA Regular Board Meeting

June 20, 2018

Pembina Court Manor

- We finally received the roof assessment report from Wade Engineering. They have stated that an overlay of ½" plywood, new shingles, new soffit, fascia and eavestroughing be installed.

JDR Manor

- There was a leak found in the crawlspace. Repairs were made by maintenance.

J&G Fellowship

- A site visit was held for the exterior improvements project. It is the first of many. Three vendors attended the site visit and the tender closes on June 19th, 2018.

Swan Hills Community Housing

- The work on the burnt units has finally been completed. The contractor returned the keys.

Grounds

- We have a new summer student, Brandon Critchley.

Other

- Fire extinguisher testing has occurred in all buildings.
- Annual testing of the suppression and alarm systems is set for the end of June.

4.2 Chief Administrative Officer Report by Dorothy Clarke - Attached Maintenance

- Request for proposals on John and Gerald Fellowship House renovations are being completed.
- The Wade Engineering report for Pembina Court roof replacement has been received, their recommendation was used to complete a Request for Proposal. The RFP will be posted on Alberta Purchasing Connection next week.

Dietary

- A new casual has been hired for relief.

Housekeeping/Laundry

- Administration does not want to lay off employees due to closing of 16 units. A full-time employee has resigned; that gave an opportunity to rearrange the schedule to accommodate additional duties to other departments in conjunction with existing duties. Due to financial constraints there will be no additional duties in the Social Housing or the Non-profit portfolios.

Administration

Vacancies

- 1 Community Housing – Barrhead
- 6 Community Housing – Swan Hills

Initials: Chairperson  CAO 

3.1c

Minutes

BDSHA Regular Board Meeting

June 20, 2018

Handibus

- Tender package for the handibus has not been completed.
- Auditor Appointment – Subsequent Years
- The invitation letters will be sent out to accounting firms shortly.

Dale Kluin moved to accept the Management Reports as presented.

Carried Unanimously

4.3 Cheque Logs May 2018 - Attached

Leslie Penny moved to accept the cheque logs as presented.

Carried Unanimously

4.4 Fire Sprinkler Safety Program (Audited) - Attached

Leslie Penny moved to accept the report as presented.

Carried Unanimously

5.0 Business Arising From Minutes

5.1 Alberta Seniors and Housing – 2018 Housing Management Body Budget

5.2 Alberta Seniors and Housing – 2018 Non-Profit Operating Budget

Dale Kluin moved to accept the 2018 Housing Management Body Budget and Non-Profit Operating Budgets as presented.

Carried Unanimously

5.3 Business Plan 2019-2021 Financial

- Lodge
- Self-Contained
- John and Gerald Fellowship House

Craig Wilson moved to approve the financial portion of the 3-year Business Plan for Lodge, Self Contained and John and Gerald Fellowship House. The Business 2019-2021 is now complete and should be submitted to Alberta Seniors and Housing by June 30, 2018.

Carried Unanimously

5.4 John and Gerald Fellowship House – Renovations

Leslie Penny moved to waive rent for John and Gerald Fellowship House clients for July and August, 2018.

Carried Unanimously



Leslie Penny moved to award Du-Al Contracting & Developments Ltd. the exterior contract in the amount of \$37,314.04.

Carried Unanimously

Dale Kluin moved to allow the management team (Dorothy Clarke and Tyler Batdorf) to award the remaining tenders.

Carried Unanimously

Initials: Chairperson

 CAO 

Minutes

BDSHA Regular Board Meeting

June 20, 2018

6.0 New Business

6.1 2018 – 2020 Employee Handbook – Salary Review Committee

Craig Wilson moved to accept changes to the Employee Handbook as presented to the Salary Review Committee.

Carried Unanimously

6.2 2018 – 2020 Salary, Wages, Benefits – Salary Review Committee

Leslie Penny moved to increase salaries and wages for all employees except Dorothy Clarke, CAO by:

- *1.5% effective June 25, 2018,*
- *2.0% effective June 25, 2019, and*
- *2.5% effective June 25, 20120.*

Carried Unanimously

6.3 2018 – 2020 Capital Maintenance and Renewal – ASHC owned

Craig Wilson moved that administration can make recommendations to Bill Draper, Alberta Seniors and Housing – Capital Initiatives Branch on the projects in the 2018 – 2020 Capital Maintenance Renewal – ASHC owned funding and to continue to negotiate on additional projects as funds become available due to recommended projects coming in below budget.

Carried Unanimously

6.4 Grey Matters Conference

Dale Kluin moved to cover expenses for Darrell Troock to attend the Grey Matters Conference September 24 - 26, 2018.

Carried Unanimously

6.5 Alberta Health Services – Cannabis

Craig Wilson moved to accept AHS – Cannabis as information.

Carried Unanimously

7.0 Correspondence

7.1 Seniors Income Amounts: April – June 2018


Dale Kluin moved to accept correspondence as information.

Carried Unanimously

8.0 Date and Time of Next Regular Meeting

See May 16 Minutes: Dale Kluin moved that the next Regular Meetings be held June 20, 2018 at 1:00 p.m. and July 18, 2018 at 1:00 p.m.

Initials: Chairperson

CAO 

3.1e

Minutes

BDSHA Regular Board Meeting

June 20, 2018

9.0 In Camera

*Dale Kluin moved to go in camera at 1:35 p.m.**Carried Unanimously*

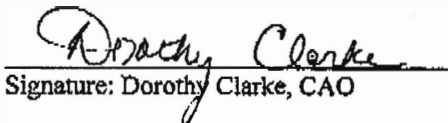
Out of Camera

*Craig Wilson moved to go out of camera at 2:05 p.m.**Carried Unanimously*

10.0 Adjournment

*Leslie Penny moved to adjourn the meeting at 2:05 p.m.**Carried Unanimously*

Signature: Darrell Troock, Chairperson

Date July 24, 2018

Signature: Dorothy Clarke, CAO

Date July 24, 2018

Initials: Chairperson

 CAO 



REQUEST FOR DECISION

Date: August 14, 2018
To: Mayor McKenzie & Members of Council
From: Martin Taylor, CAO
Re: Bylaw 07-2018, Land Use Amendment Bylaw

Summary

Bylaw 07-2018, Land Use Amendment Bylaw

Overview

The landowner wishes to rezone Lot 11, Block N, Plan 3702KS from R1 – Residential to R2 – Residential to allow for the legal development of a basement suite (secondary suite) as R1 – Residential does not permit secondary suite development.

Recommendations for Action

Recommendation #1

That Council give Bylaw 07-2018, the Land Use Amendment Bylaw, for Lot 11, Block N, Plan 3702KS, first reading and set a Public Hearing for Tuesday, September 11, 2018 at 5:30 p.m. in the Town Council Chambers.

Respectfully Submitted by:

Martin Taylor, CMC, CLGM
CAO

APPLICATION FOR AMENDMENT TO THE LAND USE BYLAW

FEE: \$800.00

I/We hereby make application to amend the Land Use Bylaw.

Applicant: Daniel Peters

Address: Barrhead AB
T7N 2A3

Phone: _____

Owner of Land: Pearl Modise
(if different from above)

Address: Edmonton, AB T5N 4B7

Phone: _____

Lot 11, Block N, Plan 3702HS

Civic Address: 5021-48 Street Barrhead

Amendment Proposed:

FROM: R1

TO: R2

Reasons in Support of Application for Amendment:

Want to make Basement Suite.

July 21/2018
Date

Signature _____

Town of Barrhead.

I Pearl Modise of:

Give permission for Daniel Peters to act on my behalf regarding the application for amendment to the land use bylaw, regarding proposed change of R1 to R2, on block N, Lot 11, Plan 3702KS: 5021-48 Street Barrhead, AB.

Pearl Modise

T. P. Modise

August 9/2018

BYLAW 07-2018
LAND USE AMENDMENT BYLAW

A BYLAW OF THE TOWN OF BARRHEAD IN THE PROVINCE OF ALBERTA, TO AMEND BY-LAW 04-2015, THE LAND USE BYLAW

WHEREAS, Council wishes to re-district Plan 3702 KS, Block N, Lot 11 from R1 – Residential to R2 – Residential.

WHEREAS, Council considers it desirable, expedient and in the best interest of the Town of Barrhead to amend By-Law 04-2015, the Land-Use By-Law.

NOW THEREFORE the Municipal Council of the Town of Barrhead in an open meeting hereby enacts as follows:

1. That By-Law 04-2015 be amended to indicate that Plan 3702 KS, Block N, Lot 11, as indicated on attached Schedule "A," is rezoned from R1 – Residential to R2 – Residential.
2. That this By-Law once passed and signed shall form part of By-Law 04-2015, the Land-Use By-Law.
3. That this By-Law shall take effect on the day of the final passing thereof.

Read a first time this _____ day of _____, 2018.

TOWN OF BARRHEAD

Mayor, Dave McKenzie

Martin Taylor, CAO

Read a second time this _____ day of _____, 2018.

TOWN OF BARRHEAD

Mayor, Dave McKenzie

Martin Taylor, CAO

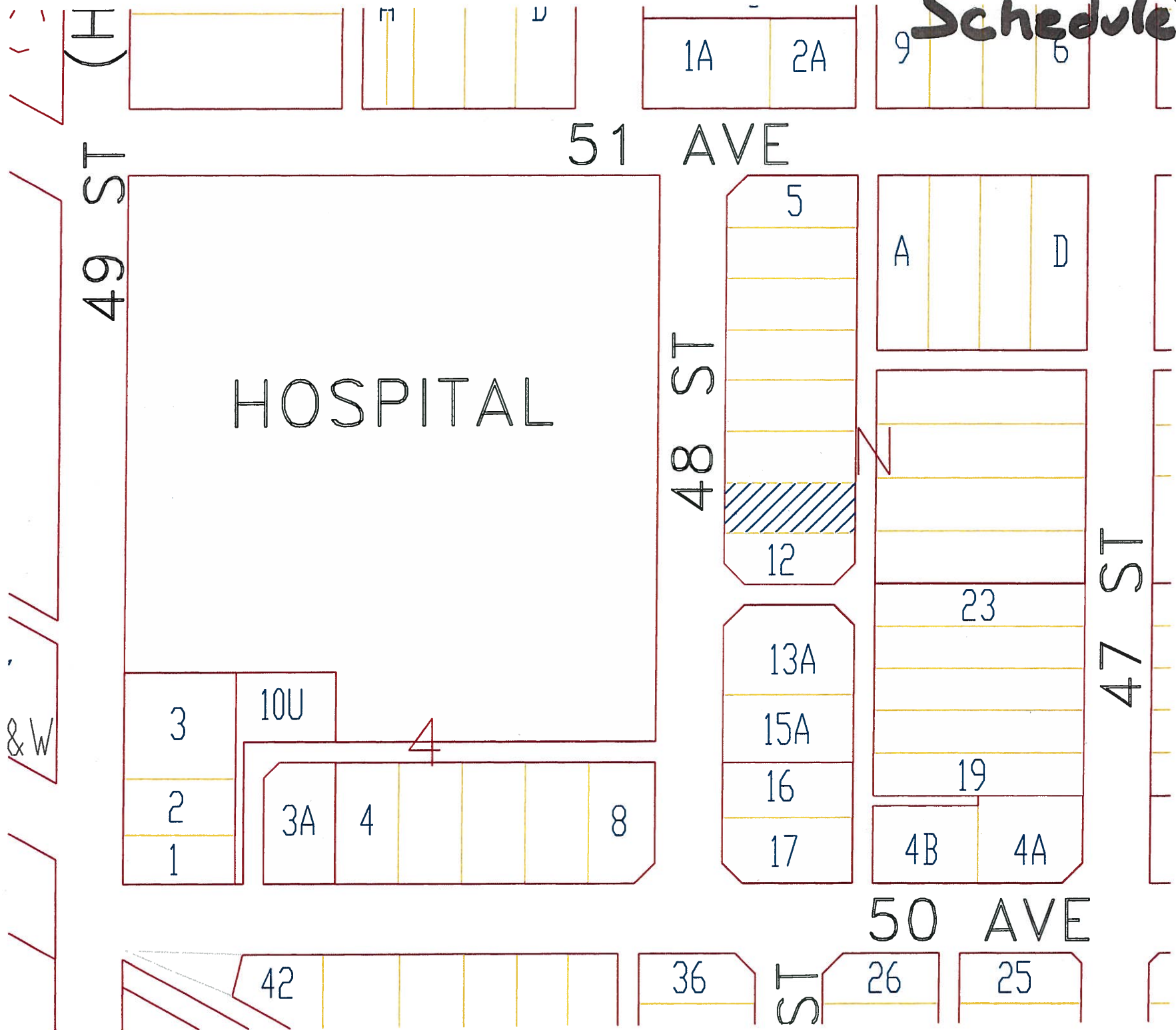
Read a third time this _____ day of _____, 2018 and passed.

TOWN OF BARRHEAD

Mayor, Dave McKenzie

Martin Taylor, CAO

Schedule "A"



This map shows a residential area with the following details:

- Streets:** 50 AVE, 5017, 5016, 5015, 5014, 5013, 5012, 5011, 5010, 5009, 5008, 5007, 5006, 5005, 5004, 5003, 5002, 5001, 5000, 4999, 4998, 4997, 4996, 4995, 4994, 4993, 4992, 4991, 4990, 4989, 4988, 4987, 4986, 4985, 4984, 4983, 4982, 4981, 4980, 4979, 4978, 4977, 4976, 4975, 4974, 4973, 4972, 4971, 4970, 4969, 4968, 4967, 4966, 4965, 4964, 4963, 4962, 4961, 4960, 4959, 4958, 4957, 4956, 4955, 4954, 4953, 4952, 4951, 4950, 4949, 4948, 4947, 4946, 4945, 4944, 4943, 4942, 4941, 4940, 4939, 4938, 4937, 4936, 4935, 4934, 4933, 4932, 4931, 4930, 4929, 4928, 4927, 4926, 4925, 4924, 4923, 4922, 4921, 4920, 4919, 4918, 4917, 4916, 4915, 4914, 4913, 4912, 4911, 4910, 4909, 4908, 4907, 4906, 4905, 4904, 4903, 4902, 4901, 4900, 4899, 4898, 4897, 4896, 4895, 4894, 4893, 4892, 4891, 4890, 4889, 4888, 4887, 4886, 4885, 4884, 4883, 4882, 4881, 4880, 4879, 4878, 4877, 4876, 4875, 4874, 4873, 4872, 4871, 4870, 4869, 4868, 4867, 4866, 4865, 4864, 4863, 4862, 4861, 4860, 4859, 4858, 4857, 4856, 4855, 4854, 4853, 4852, 4851, 4850, 4849, 4848, 4847, 4846, 4845, 4844, 4843, 4842, 4841, 4840, 4839, 4838, 4837, 4836, 4835, 4834, 4833, 4832, 4831, 4830, 4829, 4828, 4827, 4826, 4825, 4824, 4823, 4822, 4821, 4820, 4819, 4818, 4817, 4816, 4815, 4814, 4813, 4812, 4811, 4810, 4809, 4808, 4807, 4806, 4805, 4804, 4803, 4802, 4801, 4800, 4799, 4798, 4797, 4796, 4795, 4794, 4793, 4792, 4791, 4790, 4789, 4788, 4787, 4786, 4785, 4784, 4783, 4782, 4781, 4780, 4779, 4778, 4777, 4776, 4775, 4774, 4773, 4772, 4771, 4770, 4769, 4768, 4767, 4766, 4765, 4764, 4763, 4762, 4761, 4760, 4759, 4758, 4757, 4756, 4755, 4754, 4753, 4752, 4751, 4750, 4749, 4748, 4747, 4746, 4745, 4744, 4743, 4742, 4741, 4740, 4739, 4738, 4737, 4736, 4735, 4734, 4733, 4732, 4731, 4730, 4729, 4728, 4727, 4726, 4725, 4724, 4723, 4722, 4721, 4720, 4719, 4718, 4717, 4716, 4715, 4714, 4713, 4712, 4711, 4710, 4709, 4708, 4707, 4706, 4705, 4704, 4703, 4702, 4701, 4700, 4699, 4698, 4697, 4696, 4695, 4694, 4693, 4692, 4691, 4690, 4689, 4688, 4687, 4686, 4685, 4684, 4683, 4682, 4681, 4680, 4679, 4678, 4677, 4676, 4675, 4674, 4673, 4672, 4671, 4670, 4669, 4668, 4667, 4666, 4665, 4664, 4663, 4662, 4661, 4660, 4659, 4658, 4657, 4656, 4655, 4654, 4653, 4652, 4651, 4650, 4649, 4648, 4647, 4646, 4645, 4644, 4643, 4642, 4641, 4640, 4639, 4638, 4637, 4636, 4635, 4634, 4633, 4632, 4631, 4630, 4629, 4628, 4627, 4626, 4625, 4624, 4623, 4622, 4621, 4620, 4619, 4618, 4617, 4616, 4615, 4614, 4613, 4612, 4611, 4610, 4609, 4608, 4607, 4606, 4605, 4604, 4603, 4602, 4601, 4600, 4599, 4598, 4597, 4596, 4595, 4594, 4593, 4592, 4591, 4590, 4589, 4588, 4587, 4586, 4585, 4584, 4583, 4582, 4581, 4580, 4579, 4578, 4577, 4576, 4575, 4574, 4573, 4572, 4571, 4570, 4569, 4568, 4567, 4566, 4565, 4564, 4563, 4562, 4561, 4560, 4559, 4558, 4557, 4556, 4555, 4554, 4553, 4552, 4551, 4550, 4549, 4548, 4547, 4546, 4545, 4544, 4543, 4542, 4541, 4540, 4539, 4538, 4537, 4536, 4535, 4534, 4533, 4532, 4531, 4530, 4529, 4528, 4527, 4526, 4525, 4524, 4523, 4522, 4521, 4520, 4519, 4518, 4517, 4516, 4515, 4514, 4513, 4512, 4511, 4510, 4509, 4508, 4507, 4506, 4505, 4504, 4503, 4502, 4501, 4500, 4499, 4498, 4497, 4496, 4495, 4494, 4493, 4492, 4491, 4490, 4489, 4488, 4487, 4486, 4485, 4484, 4483, 4482, 4481, 4480, 4479, 4478, 4477, 4476, 4475, 4474, 4473, 4472, 4471, 4470, 4469, 4468, 4467, 4466, 4465, 4464, 4463, 4462, 4461, 4460, 4459, 4458, 4457, 4456, 4455, 4454, 4453, 4452, 4451, 4450, 4449, 4448, 4447, 4446, 4445, 4444, 4443, 4442, 4441, 4440, 4439, 4438, 4437, 4436, 4435, 4434, 4433, 4432, 4431, 4430, 4429, 4428, 4427, 4426, 4425, 4424, 4423, 4422, 4421, 4420, 4419, 4418, 4417, 4416, 4415, 4414, 4413, 4412, 4411, 4410, 4409, 4408, 4407, 4406, 4405, 4404, 4403, 4402, 4401, 4400, 4399, 4398, 4397, 4396, 4395, 4394, 4393, 4392, 4391, 4390, 4389, 4388, 4387, 4386, 4385, 4384, 4383, 4382, 4381, 4380, 4379, 4378, 4377, 4376, 4375, 4374, 4373, 4372, 4371, 4370, 4369, 4368, 4367, 4366, 4365, 4364, 4363, 4362, 4361, 4360, 4359, 4358,







TOWN OF BARRHEAD PUBLIC NOTICE

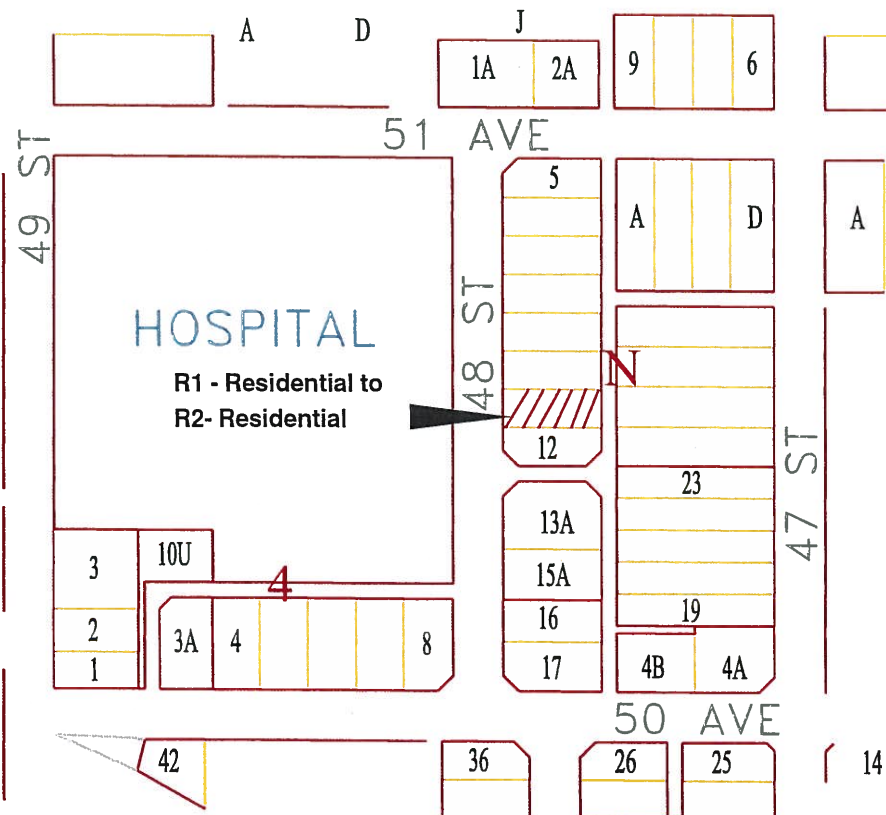
Public Notice is hereby given that Council of the Town of Barrhead proposes to pass a Bylaw to amend Land Use Bylaw No. 04-2015 of the Town of Barrhead.

Bylaw 07-2018, as proposed, will authorize the Council of the Town of Barrhead to amend Bylaw 04-2015 as follows:

Re-classify Lot 11, Block N, Plan 3702 KS

FROM - R1 Residential
TO - R2 Residential

A copy of Bylaw 07-2018 may be examined at the Town of Barrhead Administration Office during the hours of 8:30 a.m. to 4:30 p.m., Monday through Friday. A Public Hearing will be held at the Barrhead Town Office Council Chambers at 5014-50 Avenue at 5:30 p.m. on Tuesday September 11, 2018 A. D. for the purposes of hearing any objections, recommendations and/or complaints pertaining to the proposed amendment.





REQUEST FOR DECISIONS

Date: August 14, 2018
To: Mayor McKenzie & Members of Council
From: Martin Taylor, CAO
Re: Information Items

Summary

Information Items for Council's review.

Overview

The following information items were presented:

- Town of Barrhead Strategic Priorities Chart
- Alberta Recycling Update

Recommendations

Recommendation #1

That Council accept as information.

Respectfully Submitted by:

Martin Taylor, CMC, CLGM
CAO



TOWN OF BARRHEAD STRATEGIC PRIORITIES CHART January 2018

CORPORATE PRIORITIES (Council/CAO)

NOW

1. **CURLING RINK: Direction**
2. **5 YEAR CAPITAL PLAN: Priorities**
3. **LEISURE STUDY: Update**
4. **ACCESSIBILITY: 2018 Projects Review**
5. **MUNICIPAL DEVELOPMENT PLAN: Draft**

TIMELINE (2018)

June
October
March
February
April

NEXT

- PARKS & FACILITIES: Priorities
- LONG TERM CAPITAL STRATEGY
- ECONOMIC READINESS STRATEGY: ToR
- PADDLE RIVER: Linear Park Concept
- BUSINESS PARK: Options
- FACILITY / PARKS PLAN: ToR
- SKATEBOARD PARK: Concept
- PARKS / OPEN SPACE PLAN: ToR
- ACCESSIBILITY: Land Use Bylaw
- ACCESSIBILITY: Design Guidelines
- HIGHWAY COMMERCIAL: Area Structure Plan

ADVOCACY / PARTNERSHIPS

- ***Business Park: Options (County)***
- ***Paddle River: Linear Park Concept (County)***
- ***Economic Development Strategy: ToR***

OPERATIONAL STRATEGIES (CAO/Staff)

CHIEF ADMINISTRATIVE OFFICER

1. **COUNTY ICF / IDP: Meeting** - Mar.
 2. **BUSINESS PARK: Options** -
 3. **HIGHWAY COMMERCIAL: ASP** - Oct.
- Human Resource: Policy Review
 - ECONOMIC READINESS STRATEGY: ToR

LEGISLATIVE PLANNING

1. **MUNICIPAL DEVELOPMENT PLAN: Draft** - April
 2. **MGA Compliance: Checklist** - Mar.
 3. **IDP: Process Agreement** - Oct.
 4. **County ICF & IDP** - 2019
- GIS Upgrade
 - Offsite Levies Bylaw

PARKS & RECREATION

1. **CURLING RINK: Direction** - June
 2. **PARKS & FACILITIES: Priorities** - May
 3. **Tree Program: Proposal** - Oct.
- SKATEBOARD PARK: Concept
 - Off Leash Dog Park: Concept

CORPORATE SERVICES

1. **5 YEAR CAPITAL PLAN: Priorities** - Feb.
 2. **Finance System Upgrade** - Sept.
 3. **Information Technology Strategy: Scope** - Oct.
- LONG TERM CAPITAL STRATEGY
 - Finance Information System

PROTECTIVE SERVICES

1. **New pumper acquisition** - June
 - 2.
 - 3.
- Wild Land Unit
 -

COMMUNICATION

1. **Community Profile** - Oct.
 2. **ACCESSIBILITY: Awareness Campaign** - June
 3. **Branding Strategy** - Sept.
- -

PUBLIC WORKS

1. **50th & 57th Ave: Tenders** - Feb.
 2. **Lagoon: Tender** - Feb.
 3. **ACCESSIBILITY: 2018 Project Review** - Feb.
- Industrial Water Reservoir
 -

ICF = Inter-municipal Collaboration Framework
IDP = Inter-municipal Development Plan
MDP = Municipal Development Plan
MGA = Municipal Government Act

CODES: BOLD CAPITALS = NOW Priorities; CAPITALS = NEXT Priorities; *Italics* = Advocacy;
Regular Title Case = Operational Strategies



Inf



July 16th, 2018

Mr. Martin Taylor
Chief Administrative Officer
Town of Barrhead
PO Box 4189
Barrhead, AB T7N 1A2

RECEIVED

JUL 18 2018

Dear Mr. Taylor,

The Alberta Recycling Management Authority (Alberta Recycling) is pleased to provide you with the Electronics, Paint and Tire Recycling Programs' 2017 Progress Reports along with an overview the organization. Together these documents deliver a summary of our 2017 Annual Report, highlighting the results of the Programs and the benefits they provide to our province.

Recycling is an environmental success story in which Albertans participate every day in communities large and small. Municipalities, First Nations and Métis Settlements are keys to this success by establishing 450 collection sites throughout the province. These sites provide the public and businesses with convenient places to responsibly recycle their end-of-life computer equipment and TVs; leftover paint, empty paint cans, and scrap tires.

The reports can also be accessed online at www.albertarecycling.ca. If you would like additional hard copies to distribute to your council members or for distribution at your office, please email your request to info@albertarecycling.ca.

Recently municipalities and their associations have been proactive in supporting Alberta's recycling programs, including support for the expansion of the Electronics Program. We encourage you to continue supporting these enhancements.

If we can be of further assistance, please contact us at 780-990-1111, toll-free at 1-888-999-8762 or by e-mail at info@albertarecycling.ca.

Sincerely,

Doug Wright,
CEO

Enclosure

Box 189
Edmonton Alberta Canada
T5J 2J1
Tel: 780 990 1111
Toll free: 1 888 999 8762
Fax: 780 990 1122
Toll free fax: 1 866 990 1122



electronics



paint



tires

www.albertarecycling.ca