



TOWNSHIP OF NORTH HURON

REPORT

Item No.

REPORT TO: Reeve Vincent and Members of Council
PREPARED BY: Pat Newson, Director of Recreation and Facilities
DATE: 22/08/2016
SUBJECT: Police Station Air Conditioner and Airport Insulation
ATTACHMENTS:

RECOMMENDATION:

Recommendation #1

THAT the Council of the Township of North Huron hereby authorizes the purchase of a new air conditioning unit for the Police Station;
AND FURTHER THAT Council authorizes the CAO to award the quotation for an expense of up to \$6,000, to be funded from the Facility General Repairs Fund.

Recommendation #2

THAT the Council of the Township of North Huron hereby authorizes the installation of spray foam insulation in the basement of the Airport Terminal by Snowden Insulation for the price of \$3,400, to be funded from the Facility General Repairs Fund.

EXECUTIVE SUMMARY

The General Facility Repair fund of \$20,000 is included in the Township budget annually to allow for unforeseen or emergency facility repairs and maintenance that is not included in the facility's operating budget.

DISCUSSION

Police Station Air Conditioner

One of the Air Conditioning units for the Police Station is not able to be repaired and requires replacement. In accordance with the Purchasing and Procurement Policy, staff have requested quotes from three companies, however all bids have not been received at the time this report was submitted. The estimated cost of the unit is approximately \$6,000. Section 1.5 of the Purchasing and Procurement Policy states that Council approval is required to award quotes over \$5,000. Staff is requesting that the CAO be given the authority to award the quote prior to the next Council meeting due to weather conditions and the need to have the unit replaced as soon as possible. Council will be updated on the bid results at the next meeting through the Department Activity Report.

Airport Terminal Building Basement Insulation

The basement of the airport terminal has been plagued with rodent problems for the past 2-3 years. Truly Nolan has been contracted to address the problem, however progress has not been successful. The condition of the batt insulation was heavily damaged from rodent activity and excrements. The condition of the insulation required that it be removed. Prior to the winter, new insulation is needed. To avoid the problem repeating, staff and Truly Nolan recommend that spray foam insulation be installed.

Two quotes were received:
Snowden Insulation \$3,400
Advantage Insulation \$3,490

Staff recommend purchasing the insulation for the lower price from Snowden Insulation.

FINANCIAL IMPACT

General facility repair budget is \$20,000
Insulation \$3,400
Air Conditioner (up to) \$6,000
Balance remaining in facility repair budget is \$10,600

FUTURE CONSIDERATIONS

Council will continue to be informed when items are purchased using the General Facility Repairs budget.

RELATIONSHIP TO STRATEGIC PLAN

Our administration is fiscally responsible and strives for operational excellence.



Pat Newson, Director of Recreation and Facilities



Sharon Chambers, CAO