

**Property Committee  
Trinity-Clifton Pastoral Charge  
6:30 pm, Wednesday, October 3, 2018**

**Minutes**

**Present:** Graeme Linkletter (Ch.), Mario Zirone. Bill Irwin, Judy Irwin, John Enman, Howard Hibbs, Austin Bowman, Don Cudmore. **Regrets:** John Kamphuis,

**1.0 Meeting:** Called was to order at 6:30 pm

**2.0 Approval of Agenda:** The agenda was unanimously approved as circulated.

**3.0 Approval of Minutes:** The September 5, 2018 minutes were reviewed. It was moved by Judy Irwin and seconded by John Enman that the minutes be approved as written. Motion carried.

**5.0 Business Arising from the minutes:**

**Balcony Safety Glass:** Howard Hibbs reported that O'Connor Glass requires a Professional Engineer to provide a plan for securing the safety glass to the window alcoves as well as determining the thickness of safety glass. This project will be deferred for the time being and will be presented to the congregation as part of an overall maintenance package.

**Carpet at Front of Sanctuary:** Graeme reported that Flooring Canada has done a final measurement and quote. They have been instructed to complete the work as soon as possible.

**6.0 New Business:**

**Prince St. Doors:** Graeme noted that some members of Council have suggested that the project be deferred until the Ad Hoc Committee on Sustainability and Finances completes their report. A 6 to 12 month delay would be manageable. Beyond that time, the project would be deferred indefinitely. A decision on a deferral is expected to be made at the upcoming Council meeting on October 4th.

There was a general discussion on the need for greater transparency of decisions by Council and other Committees. Committee reports and minutes should be posted to the TUC Web Site in a timely manner. Graeme will communicate this concern to the Council meeting.

**Landscaping at North wall:** The masonry repair work required excavation along the North wall. This has resulted in a depressed area along the wall. One quote has been received to fill in the void. The adjacent ground is higher than the basement window sills and needs to be reshaped to provide drainage away from the brick foundation. Graeme will contact 2 additional contractors to provide a quote on reshaping the green space between the North wall and the sidewalk.

Investigations will be done to determine the location of the existing underground drain pipes from the down spouts.

**Parking Lot Repair:** One quote has been received to mill and repair the pot holes in the paved parking area. Another quote has been requested. It is envisioned that this repair work is a short term fix and at some time in the future the entire parking lot will have to be reconstructed. The least expensive quote will be acted upon.

**Flooring in Chapel:** The Chapel carpet is badly soiled with coffee and food stains and needs to be replaced. Quotes have been received from Flooring Canada for carpet tile and solid vinyl planks. Additional quotes will be solicited. Judy Irwin will check with the UCW re carpet vs Vinyl products. Samples of the vinyl flooring and carpet tile will be available for the next meeting.

## 7.0 Other

**Manse:** A new vanity sink was replaced in the 2nd floor bathroom. The Custodian will replace the broken lattice work under the front porch. The lessee will be asked to clean up accumulated rubbish on the parking lot side of the Manse.

**Green Posts by Sidewalk.** Several of the turned wood posts are in bad repair and should be replaced. Mario Zirone and Judy Irwin will investigate costs for replacing 8 posts.

**Security Cameras:** The alcove between the Church and the CEC continues to be an attractive place for unwanted visitors at night time. John Enman will investigate costs for installing surveillance cameras.

**Communication Handsets:** John Enman will investigate and purchase 3 hand held communication devices as well as 4 LED flashlights for use during concerts and other activities.

**Sound Systems:** The sound system podium in the Gym is not satisfactory. Mario requested that an inventory of the sound system in the Sanctuary and the CEC be conducted. We need to know what equipment is the property of TUC for insurance purposes. The Chair will request the Music Director to provide an inventory. Also, a sound system for hearing impaired persons should be investigated for the Sanctuary.

**8.0 Date of next meeting – November 7, 2018 at 6:30 pm**

**9.0 Meeting adjourned at 8:15 pm.**

**Signed by Graeme Linkletter, Chair Property Committee**

**Date:**

---