

**NORTH PERTH ADMINISTRATION BUILDING
COMMITTEE MINUTES
WEDNESDAY, APRIL 15, 2009
5:30 p.m. at the Municipal Office, Committee Room**

Attendance: Bob Martin, Mert Schneider, Randy Pettapiece, Steve Hardie, Fran Hale, Ed Podniewicz, Don Seim, Ed Smith, Pat Berfelz, Gary Pipe, Kate Docker

Listowel Banner: Andrew Smith

The Committee took a tour of the fire hall and reviewed Ed P.'s written report on adding a second floor to the fire hall and adding a third floor to the Administration part of the building. It was felt that the fire hall floor should be insulated if used for offices.

- 1) Call to order – Chair Bob Martin called the meeting to order @ 6:00 p.m.
- 2) Additions to Agenda – Fran has some information on funding to share under other business. A second in camera item was added.

It was moved by Randy Pettapiece, seconded by Gary Pipe THAT the agenda be approved as modified.

MOTION CARRIED

- 3) Declaration of Pecuniary Interest – None declared.
- 4) Delegation(s) – None.
- 5) Review and Adopt March 30th Minutes –

It was moved by Mert Schneider, seconded by Pat Berfelz THAT the March 30th minutes of the North Perth Administration Building Committee be approved as circulated.

MOTION CARRIED

- 6) Business Arising from Minutes – Fran reported that court generates an annual income of \$4,125.00 and uses the building approximately 20 times a year.
Don has spoken to his Inspector and reported that the OPP are in no position to consider expanding at this time
- 7) Rough Costing for 2nd Floor on Fire Hall & 3rd level on rest of Building – The estimated cost for adding a second level on the fire hall is \$250,000 using previously determined rationale for new construction. The estimated cost for adding a third storey to the municipal building is \$825,000 plus the cost of upgrading the elevator. The displacement of staff and interruption of service during construction of Option 3 is a major concern. Steve added that this cost does not include upgrades to the existing building. Possible changes to the front yard to accommodate additional parking of 12 spaces were discussed. This would involve removal of the fountain – any memorial designation will need to be investigated.
There was discussion about whether a third floor would create enough space and the length of time staff would be displaced during construction.

Don made comment that in light of the recent Emergency Exercise, he would like everything out of the basement except non-essential functions such as meeting rooms, lunch room, etc.

Pat added that according to the Provincial Policy statement, development for housing essential services should not be allowed in a designated flood area. It is felt that flash flooding is going to happen in Listowel and it is just a matter of when. We are in the position to plan for the future. There was discussion on moving essential services such as police and fire out of the building completely, and also moving all of the staff, filing, building utilities up to the second floor so that the basement could be shut down in a significant flood situation, with the rest of the building still being able to function.

Fran has been trying to gather more information on the BCF2 which has a May 1st, 2009 deadline for applications.

8) In Camera Session

It was moved by Don Seim seconded by Gary Pipe that this Committee proceed 'in camera' at 7:00 p.m. to address security of the property of the Municipality or local board

MOTION CARRIED

It was moved by Fran Hale, seconded by Ed Smith that the minutes from the March 30th Administration Building Committee 'in camera' session be approved.

MOTION CARRIED

It was moved by Ed Smith seconded by Randy Pettapiece THAT the 'in camera session' is now adjourned at 7:32 p.m. and the Administration Building Committee reconvene into regular open meeting.

MOTION CARRIED

There was a consensus that the following recommendation be taken to Council:

The Administration Building Committee recommends to North Perth Council that the Director of Finance is directed to make application for funding to renovate the North Perth Administration Building resulting in the need for the relocation of the Listowel Fire Station from its present location.

9) Other Business – None.

10) New Business – None.

11) Announcements – Bob noted that the chairs from the each of the 3 committees will be meeting Thursday following the Listowel Fire Station meeting to discuss a strategy for making their recommendations to Council. Next meeting date to be announced following outcome of funding application.

The meeting was adjourned by Randy Pettapiece at 7:40 p.m.

Chairperson – **Bob Martin**

Date

Recording Secretary – **Kate Docker**

Date