

**NORTH PERTH ADMINISTRATION BUILDING
COMMITTEE MINUTES
TUESDAY, AUG. 4, 2009
4:00 p.m. at the Municipal Office, Committee Room**

Attendance: Bob Martin, Fran Hale, Ed Podniewicz, Pat Berfelz, Ed Hollinger, Gary Pipe, Don Seim, Mert Schneider, Kate Docker
Guests: Trevor Reading and Erica - Ernewein Ltd., Mark Andrews – O.P.P.

- 1) Call to order – Chair Bob Martin called the meeting to order @ 4:08 p.m.
- 2) Additions to Agenda – None.
- 3) Declaration of Pecuniary Interest – None declared.
- 4) Review & Adopt July 7th Minutes –

It was moved by Ed Hollinger, seconded by Don Seim THAT the July 7th minutes of the North Perth Administration Building Committee be approved as circulated.

MOTION CARRIED

- 5) Business Arising from Minutes – Nothing that won't be covered later in the agenda.
- 6) Delegation – Trevor presented sample drawings of 2 options to be considered. The most important decision to make is whether to renovate or build new. The first option would involve removing the fire hall and adding on to the existing building for administration and using the original portion for Council Chambers and OPP. The second option is to build a whole new building on the north east corner of the property facing Elizabeth St., not to the south as previously discussed. Their recommendation would be to build new for a number of reasons: better floor plan, better use of lot size and more parking, energy efficient building that would be maintenance free for a number of years, court and OPP would be separate from administration, a lot of materials can be reused, and, there are always unknown costs associated with renovating that can drive the cost up.
Mark Andrews stated that the OPP have reviewed the proposed design and would make some minor changes to the layout of their area. Some research would be needed into the provincial guidelines for cell block adequacy standards also.
It was noted that court should be consulted on their requirements.
The anticipated time line to build new is 8 months, and everything would be above the flood plain (no basement).
Fran and Ed H. will look into what we need to keep in order to qualify for funding by the next meeting. We can argue that the 100 year flood plain study was received after the application was sent in, and that we are using the same site and re-using many of the materials.
Signage was discussed to easily identify the OPP and Administration portions of the building.
There was discussion regarding OPP helping to fund some of the construction as their space is being increased. Mark will check this out through the Ministry. It could be a lease hold situation with the OPP.

Department Heads will be given the opportunity to view the plan and make changes based on survey results and staff input. They will meet with Erica to revise as needed and come back to this committee with a draft.

Cost for the 2 options was discussed: Options 1 - \$1 mil. for the addition, which leaves \$800,000 for the renovations. Option 2 - \$2.1 mil. (14,000 sq. ft @ \$150.00 per sq. ft.). It was noted that the \$300,000 difference between the 2 options may be able to be funded by the OPP. There will be additional costs for window coverings, shelving, cubicles, etc. that need to be kept in mind.

There was discussion on brick versus stucco exterior finishes and both will be priced.

Keeping the contractors as local as possible is the goal, though this may not necessarily be the cheapest way to go. Fran noted that the tendering process would have to meet Fed/Prov guidelines.

Consensus: That the preference of this Committee would be to build new (Option 2) if we can make it work financially and funding would not be compromised. And that once all areas are in place – funding, plan, total costs, etc. – that we take to Council for approval.

7) Other Business – None.

8) New Business – None.

9) Announcements – Next meeting was set for Tues. Aug. 18th @ 4:00 p.m.

It was moved by Ed Podniewicz, seconded by Ed Hollinger THAT the meeting be adjourned at 6:10 p.m.

MOTION CARRIED

Chairperson – **Bob Martin**

Date

Recording Secretary – **Kate Docker**

Date