

**NORTH PERTH ADMINISTRATION BUILDING
COMMITTEE MINUTES
FRIDAY, AUGUST 13TH, 2010
8:00 A.M. AT THE CLERK'S OFFICE**

Attendance: Bob Martin, Mert Schneider, Pat Berfelz, Randy Pettapiece, Kriss Snell, Ed Hollinger, Ed Podniewicz, Fran Hale, Steve Hardie

- 1) Call to order – Chair Bob Martin called the meeting to order @ 8:00 a.m.
- 2) Additions to Agenda – None.

*It was moved by Mert Schneider, seconded by Ed Hollinger
THAT the agenda be approved as circulated.*

MOTION CARRIED

- 3) Declaration of Pecuniary Interest – None declared.
- 4) Review & Adopt July 20th Minutes

*It was moved by Randy Pettapiece and seconded by Ed Hollinger
That the July 20th minutes of the North Perth Administration Building
Committee be approved as circulated.*

MOTION CARRIED

- 5) Business Arising from Minutes – Steve Hardie reported that the H&W Smith Construction will be returning on Monday to remove the remainder of the asbestos identified in the Designated Asbestos Assessment.
- 6) Committee Roles – Kriss explained that the Project Manager is requiring quick decisions made regarding the renovations. Kriss was requesting the Committee agree to allow Staff to make these decisions on demand. The Committee confirmed that Robert Martin, Ed Podniewicz and Steve Hardie were appointed as the Building Committee to make decisions on behalf of the Committee. When time allows Steve Hardie is to work with this Committee. Otherwise, Steve has been directed to make these decisions and inform the Chair as soon as possible.

Ed Hollinger suggested Steve send an email weekly to the members of the Administration Building Committee extricating any decisions made during that week. The Committee reiterated that in accordance with the North Perth Procurement By-law any purchases over \$5,000 would be brought to the Committee for discussion.

Ed Hollinger requested a report on the costs of the renovations to date. Steve will request an update from Paul Jackson on the spending to date.

- 7) Exterior Brick and Kingspan – The Committee was presented with samples of colours of brick and Kingspan for consideration.

It was moved by Randy Pettapiece and seconded by Kriss Snell
That the Committee proceed with the Brick, Coping and Taupestone
Kingspan as presented.

MOTION CARRIED

Discussion ensued in regards to bricking the corners of the building. Staff
were instructed to investigate any affordable possibilities for the corners.

Steve Hardie reviewed all the changes made to the layout as per the Site
Meeting held on Wednesday, August 4th, 2010. (as attached)

The Committee discussed the relocation of the Computer Server Room. The
decision to relocate the server remains with Staff for further exploration.

- 8) Other Business – None.
- 9) Next meeting date – To be announced.

*It was moved by Ed Hollinger, seconded by Mert Schneider THAT the
meeting be adjourned at 9:03 a.m.*

MOTION CARRIED

Chairperson – **Bob Martin**

Date

Recording Secretary – **Kate Docker**

Date