

**NORTH PERTH ADMINISTRATION BUILDING
COMMITTEE MINUTES
WEDNESDAY, FEB. 10, 2010
3:30 p.m. at the Municipal Office, Committee Room**

Attendance: Bob Martin, Ed Podniewicz, Pat Berfelz, Mert Schneider, Kate Docker, Randy Pettapiece, Steve Hardie, Gary Pipe, Kriss Snell, Fran Hale, Bill DeKoning, Ed Hollinger
Guests: Ron Scott, Brad Fishleigh

- 1) Call to order – Chair Bob Martin called the meeting to order @ 3:35 p.m.
- 2) Additions to Agenda – Bill DeKoning asked to be added to the agenda to give an update on the OPP facilities.

It was moved by Gary Pipe, seconded by Randy Pettapiece to approve the agenda as amended.

MOTION CARRIED

- 3) Declaration of Pecuniary Interest – None declared.
- 4) Review & Adopt Jan. 14th Minutes –

It was moved by Pat Berfelz, seconded by Ed Hollinger THAT the Jan. 14th minutes of the North Perth Administration Building Committee be approved as circulated.

MOTION CARRIED

- 5) Business Arising from Minutes – None.

Bill introduced Brad Fishleigh, Acting Inspector, for an update from the OPP perspective. Brad attended the last Police Services Board meeting and was asked to get a letter of support from the Ministry regarding the Administration building renovations. He said that is not going to happen as he had been told the Ministry has no budget and any cost involved would fall under the OPP budget. There is nothing in the 5 or 10 year OPP plans for Listowel so it is unlikely they would ever come forward with any funding. Under the contract it is the municipalities' responsibility to provide 'adequate space' although it is not clearly defined what adequate is. The possibility of staff/council meeting with the Minister to try negotiating was discussed.

- 6) Review Jackson Barill Conceptual Plans – Plans for the main floor only were circulated, which included an addition at the front of the building. There are many issues with the design layout: we asked for one main service counter, the addition is not necessary and will drive the cost up, some offices are cut off from the rest of their department, traffic does not flow effectively, there is more storage than we require.

Bill will work on a draft plan for the lower level renovations to accommodate more space for the OPP. Options for removing walls in the hallway were discussed.

There was discussion about discontinuing court and if it would have any effect on the renovation plans. It was felt that now is the time to address the need for Listowel court, but that it doesn't have a huge bearing on the renovation plans. The only concern is that we would have to notify court asap of our

plans as they are making arrangements for court during construction. Bill was asked to gather some statistics on the % of North Perth residents attending Listowel court either as victims or witnesses. Bill reminded the committee that Victim Services still needs a spot. The CAO will bring a report to Council regarding the future of court in Listowel, but it is not anticipated to change the layout significantly.

A main entrance/reception still needs to be addressed.

There is some concern that we are dealing with a tight budget and we need to save money wherever possible. If there is no court, council chambers could remain as is and the fire hall could be used for additional offices. The roof and floor in the fire hall could be raised to make it level with the main floor. The option of moving fire out temporarily (possibly to the Public Works garage) and do the fire hall renovations first and then moving all the staff in there while the main building is being renovated was discussed. Also, moving into the fire hall as is during renovations to the main building could be an option.

Steve, Ed P. and Bob will meet with the consultants to review today's comments, keeping in mind that the preference is to keep staff all on one level. They will also make up a rough floor plan of what was discussed.

- 7) Other Business – None.
- 8) Announcements – Next meeting date is to be announced.

It was moved by Gary Pipe, seconded by Randy Pettapiece THAT the meeting be adjourned at 5:05 p.m.

MOTION CARRIED

Chairperson – **Bob Martin**

Date

Recording Secretary – **Kate Docker**

Date