

**NORTH PERTH ADMINISTRATION BUILDING
COMMITTEE MINUTES
THURSDAY, JAN.14, 2010
3:30 p.m. at the Municipal Office, Council Chambers**

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

- 1) Call to order – Chair Bob Martin called the meeting to order @ 3:35 p.m.
- 2) Additions to Agenda – There were none.

It was moved by Pat Berfelz, seconded by Gary Pipe to approve the agenda as circulated.

MOTION CARRIED

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

It was moved by Randy Pettapiece, seconded by Don Seim THAT the Jan. 4th minutes of the North Perth Administration Building Committee be approved as circulated.

MOTION CARRIED

- 5) Business Arising from Minutes – None.
- 6) Review Jackson Barill Agreement – Steve reported that some changes have been made to the agreement in that disbursements have been taken out and insurance has been decreased to \$2 mil., which saved us \$10,000.00. No changes have been made to the work required.
Plans have changed – we may utilize the existing building including the firehall and not build the 4 – 5,000 sq. ft. extension. Police are willing to use the downstairs if they are given additional space so they can keep everything on one level. Admin would be all on the upper floor. The firehall would house council chambers and court including related offices, washrooms, break room, etc. We would then be able to segregate areas of the building for specific uses such as council meetings so the whole building is not open. Requirements for all departments will be sent to Jackson Barill.
We need to go to Council to get the agreement signed so changes will be handwritten for now. We should have a legal opinion by Monday night. We are waiting on an opinion from MVCA to see if we can use the ground floor of the firehall for council chambers/court/mayor and court offices/washrooms, etc.
Bill stated that the OPP would be more than happy if they were given more space in the basement and this would keep the cost to the municipality to a minimum. Records storage was discussed. A second exit for police needs to be available if they remain in the building during construction. If scheduled properly, Bill feels they could use Palmerston or Sebringville on a temporary basis as needed and still remain in the building through most of the work. The HVAC and electrical systems would cause the main interruptions but only for a fairly short term.
We would likely be relocated for 6 to 8 months.

We have to wait and see what options Jackson Barill come back with. The possibility of having the firehall renovations done first so court and council would not be affected will be investigated. We've been looking at 4 possible spots that admin staff could be relocated to during construction. Part of CCA5 mentions a Construction Management Team which would include Jackson Barill's people plus designated committee members. We need to come up with those names at some point. During the construction phase, it would then be just one person involved. There was discussion about the necessity for sprinklers as part of the renovations. They would be required because of the jail cells, but we may be able to just have them in the police area.

It was moved by Randy Pettapiece, seconded by Don Seim that Bob Martin, Ed Podniewicz and Steve Hardie be appointed as the Construction Management Team for the Administration Building renovation project.

MOTION CARRIED

It was agreed that regular updates be sent out by email to all committee members. Conceptual plans will come back to the whole committee following a few days of review on an individual basis.

- 7) Other Business – None.
- 8) Announcements – Next meeting date was set for **Thurs. Feb. 4th @ 3:30 p.m.**

It was moved by Steve Hardie, seconded by Gary Pipe THAT the meeting be adjourned at 4:30 p.m.

MOTION CARRIED

Chairperson – **Bob Martin**

Date

Recording Secretary – **Kate Docker**

Date