

**NORTH PERTH ADMINISTRATION BUILDING
COMMITTEE MINUTES
TUESDAY, SEPT. 15, 2009
4:15 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, Steve Hardie
Guests: Ron Scott and Don Yeo.

- 1) Call to order – Chair Bob Martin called the meeting to order @ 4:25 p.m.
- 2) Additions to Agenda – None.
- 3) Declaration of Pecuniary Interest – None declared.
- 4) Review & Adopt Aug. 4th Minutes –

It was moved by Ed Hollinger, seconded by Gary Pipe THAT the Aug. 4th minutes of the North Perth Administration Building Committee be approved as circulated.

MOTION CARRIED

- 5) Business Arising from Minutes – Based on yesterdays' tours, renovations can end up at more than \$150.00 per sq. ft. Ed P. asked if anyone has contacted court to get their perspective on building changes. Not yet but Kate will do this. Don reported that the OPP are preparing a 'space analysis' package for presentation to our committee. There is more likelihood that they would be prepared to provide some funding over time (on an on-going basis) rather than a one-time contribution.
- 6) Delegation – None.
- 7) Other Business – Pat gave a quick overview of the municipal offices toured:
Minto – records retention system of interest, well thought out service counter
West Grey – building well done, houses 11 – 12 staff, 2 service counters, nice Council chambers
Mapleton – nothing that stands out as noteworthy
Wellesley – very nice building, good flow and work space, 20 offices, Council chambers off site
Woolwich – older building that has been renovated, no cost savings over building new, all space not being used, had a basement

Fran has had trouble getting a definite answer whether our funding would still be valid for new construction versus renovations. But she has heard that one municipality wanted to move the location of their project from what was on their application and they were denied. The interpretation of 'rehabilitation' is the question. It was discussed whether we should focus on trying to use some part of the existing building. Ed H. suggested we submit a proposal of what we want to do and have it approved.

Relocation of staff/services will likely be needed during construction and or renovations.

The functionality of the various layouts visited was discussed. It was noted that we can be our own general contractor and can have control over hiring

local workers and suppliers if we renovate. This can be done with a project manager also. The cost could come out of the funding.

It was agreed that we need to have an engineering analysis of costs for a new building from the ground up versus renovating the old building and adding on a new section. Bob will contact Paul @ Jackson Barrell to set up a meeting as soon as possible.

8) New Business – None.

9) Announcements – Next meeting – date to be determined.

It was moved by Pat Berfelz, seconded by Ed Podniewicz THAT the meeting be adjourned at 5:30 p.m.

MOTION CARRIED

Chairperson – **Bob Martin**

Date

Recording Secretary – **Kate Docker**

Date