

LISTOWEL FIRE STATION COMMITTEE MEETING
Monday, November 16th, 2009
4:00p.m. Municipal Office, Committee Room

Present:	Jeff Bannerman	Staff:	Ed Smith
	Ken Rea		Kate Docker
	Doug Kellum		Steve Hardie
	Julie Behrns		Fran Hale
Guest:	Trevor Reading		

Call to Order: Meeting called to order by Chairman, Doug Kellum.

Addition to Agenda: There were 2 additions: Fran Hale has an item to discuss under Other Business and Ed Smith has an item to discuss under New Business.

It was moved by Julie Behrns and seconded by Ken Rea to approve the agenda as amended.

MOTION CARRIED

Declaration of Pecuniary Interest: none

Review and Adoption of November 2, 2009 minutes:

It was moved by Jeff Bannerman and seconded by Ed Smith that the minutes of the November 2, 2009 meeting be approved as circulated.

MOTION CARRIED

Business Arising from Minutes: none

Delegations: Trevor thanked the Committee and the Municipality for choosing John Ernewein Ltd. for this project and encouraged contacting him with any questions that may arise. There was discussion about the site being open to staff, council, committee members and firefighters, but not the general public. Some changes have been made to the plan since the RFP and will be reviewed in detail. The space between the bays has been decreased to add square footage to the admin. side. Doug Berfelz will be the electrical contractor for the project and suggested the electrical room be located on the ground level (room 122). As this space is designed for storage of materials that are difficult to handle on the stairs, the committee thought it should remain as originally planned. It was suggested that the open area on the mezzanine and the rooms be switched around. As we can't pipe directly into the drain due to MOE regulations, we will be using the catch basin to carry water to the drain. Two windows have been added to the south end of the building to break up the solid steel wall and add some natural light. A number of other changes were reviewed as per the revised plan. Due to some cost savings in other areas, the price of the in floor heating was brought down to \$8,000.00.

It was moved by Julie Behrns, seconded by Jeff Bannerman THAT an allocation of \$8,000.00 be included in the contract to add in floor heating for the administration side of the new Listowel Fire Station.

MOTION CARRIED

It is anticipated that the final engineered drawings could be ready in 2 to 3 weeks.

The contract is available for signing based on several conditions. The feeling is that we need to proceed as soon as possible.

Doug will present this to council under the Fire Committee report.

Trevor stated that payment would be based on the engineer's assessment of percentage completion of the project at the end of each month.

Doug thanked Trevor for attending and the information he shared with the committee. Trevor left the meeting @ 5:23 p.m.

Other Business: Fran brought up some concerns over the process this project is following. The design/build process is new to the municipality - we usually have an engineer working for us. In this case, the engineer is working for Ernewein's. Ed S. and Fran are in agreement that we need someone to review the contract - an engineer or lawyer. Council could pass the signing of the agreement with the condition that a review take place. Julie is not comfortable signing the agreement as is. Review of the contract and final plans could cost up to \$10,000.00, and if we hired an engineer, they would work out the payment terms.

It was moved by Ken Rea, seconded by Ed Smith THAT permission be given for staff to retain an engineering firm to review the contract provided by John Ernewein Ltd. for the Listowel Fire Station for completeness and protection of the municipality, including payment terms.

MOTION CARRIED

There may need to be a special council meeting called to deal with the signing of the agreement.

New Business: The sod turning should occur in December and Kate will check with the MP and MPP's offices for their availability prior to scheduling this. Possible dates discussed were Sat. Dec. 5, Fri. Dec. 11 or Sat. Dec. 12.

Adjournment and Next Meeting Date: The next meeting was set for **Mon. Nov. 23rd @ 4:00 p.m.**

It was moved by Ken Rea and seconded by Ed Smith to adjourn the meeting at 6:05 pm.

MOTION CARRIED

Chair – Doug Kellum

Date of Signature

Recording- Kate Docker

Date of Signature