

CORPORATION OF THE TOWNSHIP OF McNAB/BRAESIDE
BUILDING COMMITTEE AGENDA
February 2, 2016 - 1:00 pm

1.0 CALL TO ORDER AND ROLL CALL

The Township of McNab/Braeside Building Committee meeting was called to order at 1:02 p.m.

Present: Lindsey Parkes, CAO/Clerk
Angela Lochtie, Treasurer
Ryan Frew, Director of Public Works
Chris Vereyken, Chief Building Official
Tom Peckett, Mayor
Brian Armsden, Deputy Mayor (called in)
Mandy Cannon, Recording Secretary

2.0 DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

There were no disclosures of pecuniary interest declared at this time.

3.0 ADOPTION OF AGENDA

Moved by Angela Lochtie, seconded by Lindsey Parkes, **THAT** the agenda dated February 2, 2016 be adopted as submitted and circulated. **CARRIED.**

4.0 DELEGATIONS AND PRESENTATIONS

Nil

5.0 GENERAL INFORMATION ITEMS

- a) Financial Considerations: Upcoming Building Projects PART 2 – Angela Lochtie, Treasurer (January 29, 2016)

Ms. Lochtie discussed the memorandum she prepared for the meeting and indicated that there are two techniques that can be used to smooth the levy impact, one technique is to temporarily use depreciation to fund loan payments and the second technique would be to use proceeds from the sale of land to finance a portion of the loan payments over the first few years.

- b) Altus Group – Canadian Cost Guide 2015 and 2016

Mr. Frew discussed the Atlas Group 2015 & 2016 Canadian Cost Guides, Atlas Group gathers information from different locations across Canada and provides a cost estimate on what specific types of construction projects would cost to build in various locations based on a price per square foot calculation.

6.0 BRAESIDE GARAGE and SAND/SALT SHED

6.1 UNFINISHED BUSINESS

- a) County of Renfrew Entrance Permit

Mr. Frew explained that he was waiting to receive feedback from the County with regards to the entrance design requirements. He expects to receive the feedback by the end of this week.

6.2 NEW BUSINESS

- a) Electrical Servicing for Facility – Location of transformer

Mr. Frew advised that Hydro One has indicated that they would remove the existing underground service to the Braeside RA Centre, and install new underground primary service along Sarah Street East, to the east side of the outdoor rink, to a new padmount transformer. For the new transformer location, underground or overhead secondary would be fed to a) the new Public Works facility, and b) to the Braeside RA Centre, via a central metering service established at the new padmount location east of the rink.

The Building Committee discussed the potential of the location of the rink changing and it was decided that until the location of the new recreation building and rink were decided, it would be ideal to leave the current hydro hook up to the Braeside RA Centre where it is and have two connections at this time. The new one would be for the new Garage and Salt and Sand Shed and the original hook up would be for the current Braeside RA Centre until the new RA Centre is constructed. Mr. Frew advised that he would forward this suggestion to Greenview Environmental for feedback from Hydro One.

Mr. Frew explained that the cost for the new transformer was estimated to be about \$3,500.00 and the trenches could be dug using the Township's equipment. Mr. Frew estimates that the cost to then hook up the wires to the new transformer would cost around \$5,000.00.

- b) Draft Project Manual – New Facility
Greenview has provided a draft project manual for the design-build contract. Several items require input prior to issuing the tender.

The Committee discussed preparing the evaluation and process criteria for the tender, at

which time it was decided that once the criteria was prepared, Council would be advised that it was available at the Township Office for review and comments, this way the information within the tender would not be made public before the tender officially went out for bid. Ms. Lochtie suggested that the Purchasing By-Law be amended so that Council does not have to approve the tender criteria in the future, however, they would still approve who the contract is awarded too.

Mr. Frew advised that a decision had to be made in regards to whether the design for the Braeside Garage and Sand and Salt Shed should include the option for roof top solar panels so that the tender could specify this requirement. Mr. Frew is going to discuss the option of roof mounted solar panels with Greenview Environmental, and whether the potential for these panels will significantly impact the cost to build and if the solar panels would affect the connection with Hydro One. Ms. Lochite is going to have a discussion with our current insurance provider to inquire as to any concerns they may have with roof mounted solar panels.

7.0 MUNICIPAL OFFICE BUILDING

7.1 UNFINISHED BUSINESS

- a) Building Location, Scope and Construction Budget
 - a. As part of the RFP process the building location, scope of work (i.e. size of building, features to be incorporated, etc.) and the construction budget is to be determined.

Ms. Lochtie explained that if the municipal office building costs an estimated 3 million dollars and if the Braeside recreation building costs an estimated 1.5 million dollars, then that would put the Township at the medium level of financial challenge. Deputy Mayor Armsden suggested that the Planning Advisory Committee be advised that there have been discussions to build a combined Municipal office/recreation building in phases or as completely separate buildings should the Township run into financial constraints. Mayor Peckett reminded the Committee that Council felt comfortable staying in the high end of the low level of financial challenge. Ms. Lochtie explained that the estimate in the medium level includes the construction and/or repairs of the Braeside Garage/ Sand & Salt Shed, the Municipal Office Building, the Braeside R.A. Centre, White Lake Park and McNab Centre Park.

Deputy Mayor Armsden asked what the difference is when comparing the costs for an “office building” compared to a “municipal office building”, to which Mr. Frew explained that the Atlas Group 2016 Canadian Cost Guide describes that a municipal office building would include administration space for all municipal departments, meeting and conference rooms, council chambers, cafeteria, daycare facility and significant atrium space. The Committee decided that it would be beneficial to present the Planning Advisory Committee with the cost estimate for a “municipal office building” only, as it is geared more towards what we would

be building. Deputy Mayor Armsden suggested that two options be presented to the Planning Advisory Committee, the first option being the Municipal Office building and the centrally located recreation building being built simultaneously, and Option 2 would be the two buildings being built in phases. The Committee discussed whether they should propose to the Planning Advisory Committee that another Town Hall meeting be held at this time or after the initial design process has been completed. It was decided that the topic of a Town Hall Meeting should be discussed at the next Planning Advisory Committee Meeting, for decision.

7.2 NEW BUSINESS

Nil

8.0 NEW BRAESIDE RECREATIONAL CENTRE

8.1 UNFINISHED BUSINESS

- a) Building Location, Scope and Construction Budget
 - a. As part of the RFP process the building location, scope of work (i.e. size of building, features to be incorporated, etc.) and the construction budget is to be determined.

Ms. Parkes suggested that the Recreation Committee should discuss what their wants/needs would be in respect to new infrastructure. Once the Recreation Committee has discussed their wants/needs, they can present their ideas to Council for review and decision.

The Building Committee discussed choosing a wood frame design versus a metal frame design. Deputy Mayor Armsden suggested that Mr. Frew ask Greenview Development for a cost estimate per square foot for each type of design so that a credible estimate could be provided to Council.

8.2 NEW BUSINESS

Nil

9. NEXT MEETING

The next Building Committee meeting is scheduled for March 1, 2016 at 1:00 p.m.

10. ADJOURNMENT

Moved by Chris Vereyken, seconded by Angela Lochtie, **THAT** this meeting of Council adjourn at 2:30 p.m. **CARRIED.**