

Present: Mayor Mitchell
Councillor Drumm
Councillor Emm
Councillor Gleed
Councillor Leahy
Councillor Mulcahy
Councillor Roy
Councillor Yamada (arrived at 6:04 p.m.)

Also Present: M. Gaskell, Chief Administrative Officer
S. Beale, Commissioner of Public Works
P. LeBel, Commissioner of Community & Marketing Services
W. Mar, Commissioner of Legal and By-law Services/Town Solicitor
K. Nix, Commissioner of Corporate Services/Treasurer
R. Short, Commissioner of Planning
C. Siopis, Manager of Corporate Communications
D. Speed, Fire Chief
C. Harris, Town Clerk
S. Cassel, Deputy Clerk

Regrets: None noted

1. Declarations of Pecuniary Interest

1.1 There were no declarations of pecuniary interest.

2. Presentations

2.1 Bruce Peever, Director, KPMG Cities Public Sector Practice and Douglas Tipple, Principle, Creva Group Ltd.
Re: Industry Best Practices and Processes to Redevelop a Town Hall, Including Considerations for Site Selection

M. Gaskell, Chief Administrative Officer, provided a brief introduction of the presentation for the redevelopment of a Town Hall. He commented on the reasons for bringing the presentation to Council including the dire need for acceptable administrative space within the existing Town Hall

building and the need to address the impacts to employee productivity and morale. Mr. Gaskell stated that with the expansion of the Town and the projected need for more staff, it was pertinent to address these issues immediately so as to provide a safe and appropriate working environment. Upon conclusion of his introduction, Mr. Gaskell introduced Mr. Peever and Mr. Tipple and invited them to make their presentation to Council.

Bruce Peever, Director, KPMG Cities Public Sector Practice and Douglas Tipple, Principle, Creva Group Ltd. provided a presentation for an approach for a Town Hall development. Highlights of the presentation included:

- Considerations for the size of a Town Hall depending on the various elements and amenities that would be included as well as the number of staff and anticipated needs for future growth;
- Whether the existing Town Hall would be expanded or a new site developed and the projected costs;
- The process involved in the planning of a new Town Hall, development of the business case and the length of time to complete the project; and
- Associated risks with the project.

A detailed question and answer period ensued between Members of Council and Mr. Tipple with respect to:

- The possibility of shortening the time-frames for the completion of project;
- Approaches to choosing a site and the public consultation process;
- Front office space needs with the rise in technology;
- Trends on the geographical location of town halls within communities;
- Ratio of economic growth and associated impacts;
- Percentage costs to add on and retrofit to the existing Town Hall;
- Examples of other municipalities that have abandoned their Town Hall versus adding on to an existing site;
- Focusing on the use of space; addressing the needs of staff and accommodating increases for population growth and expanded staffing; and
- Next steps in the process.

The CAO advised that a report would be coming to Council providing further information on necessary renovations to the existing Town Hall and seeking approval to retain a consultant to initiate a needs assessment for the organization.

3. Adjournment

3.1 Motion to Adjourn

Resolution # 295-17

Moved By Councillor Leahy
Seconded By Councillor Yamada

That the meeting be adjourned.

Carried

The meeting adjourned at 6:56 p.m.

Christopher Harris, Town Clerk

Don Mitchell, Mayor