

Terrace Lodge Redevelopment Steering Committee

Minutes

May 26, 2020

Committee Members Present: Bob Purcell – Elgin County Councillor/Chairman (electronic)
Dave Mennill – Elgin County Warden (electronic)
Mary French – Elgin County Councillor (electronic)
Tom Marks – Elgin County Councillor (electronic)

Staff Members Present: Julie Gonyou – Chief Administrative Officer (in-person)
Brian Lima – Director of Engineering Services (electronic)
Michele Harris – Director of Homes and Senior Services (electronic)
Jim Bundschuh – Director of Financial Services (electronic)
Cole Aicken – Building Science Technologist (electronic)
Carolyn Krahn – Recording Secretary (in-person)

Consultants Present: Allan Taylor – Project Manager (electronic)
David Heintz – MMMC Architects (electronic)
Victoria Pilles – MMMC Architects (electronic)
Steven Willis – D. Grant Construction Limited (electronic)
Darrell Gerrits – D. Grant Construction Limited (electronic)

1. Call to Order

The Terrace Lodge Redevelopment Steering Committee met this 26th day of May, 2020 in the Administrative Services Boardroom, at the County Administration Building, St. Thomas at 1:00 p.m. Committee Members and some Elgin County Staff members joined the meeting electronically.

2. Review of Minutes

Moved by: Warden Mennill
Seconded by: Councillor Marks

Resolved that the minutes of the previous meeting be adopted.

Recorded Vote

	Yes	No
Warden Dave Mennill	Yes	
Councillor Mary French	Yes	
Councillor Tom Marks	Yes	
Councillor Bob Purcell	Yes	
	4	0

- Motion Carried.

3. Schedule

David Heintz, MMMC Architect, reported that the project design will have to change. If the design is changed, the connection with the existing building could be delayed until later in the construction sequence. These changes will add some cost. The cost will be determined when a revised plan is developed. With a revised plan, it could be one (1) year before work begins in the existing building.

Steven Willis, D. Grant Construction Limited, explained that a number of site tours have gone virtual. Bidders can view photos and video by way of a link. Steven would like to meet with David Heintz and the structural engineer to revise the phasing.

Engineering Services has ordered technology that will capture 360° images and video. This technology could be used to capture images and videos for the virtual site tour.

Chair Purcell observed that there are some solutions, but that the project needs to proceed carefully. If the project cannot be done right, then it will be stopped. There may also be some additional cost because of the way construction will have to be coordinated.

Councillor Marks agreed that the project should move ahead cautiously.

Councillor French agreed that the project should proceed cautiously and slowly.

Warden Mennill commented that he is comfortable with a virtual tour as long as bidders are comfortable with that process.

The Director of Homes and Senior Services responded that a virtual tour is preferable and that she has been in contact with Public Health to ensure that any tours are done according to Public Health guidelines.

Councillor Purcell noted that only County staff would need access to the building, and the Director of Engineering Services could record the virtual tour. The project team will get together to determine what they can do, what they cannot do, and how they can proceed without any intervention in the existing building. After their meeting, they will report back to the committee with a revised plan and costs.

The Committee agreed to move forward with this direction.

4. Budget

David Heintz discussed potential Covid-19 cost premiums. Steve Willis responded that numbers in the London region are still competitive and that he has not witnessed a premium to date.

Chair Purcell requested that the team contact him immediately if there are significant cost increases.

5. Authorities Having Jurisdiction

David Heintz reported that Malahide has confirmed that the plan review is complete for the building permit. Design revisions will need to be resubmitted. A delay in getting a permit will not delay the start of construction.

6. Functional Program, Operational, Transition Plans

David Heintz reported that they need to submit some electrical drawings to the Ministry, but that there are no other issues. Any redesigns, to accommodate construction during COVID, will need to be submitted to the Ministry for approval.

7. Next Meetings

The next meeting will be called once there are more details on how to move forward without intervention to the existing building and on what the costs of moving forward will be.

The Councillors were all in agreement that the Steering Committee will continue to meet and approve costs on an as-needed basis.