

TERRACE LODGE REDEVELOPMENT STEERING COMMITTEE

Minutes of Meeting

August 04, 2021 at 1:00 pm

The Terrace Lodge Redevelopment Steering Committee meeting was held on Wednesday, August 04, 2021 via WebEx.

Committee Members Present: Bob Purcell – Elgin County Councilor/Chairman
Tom Marks – Elgin County Warden
Dave Mennill – Elgin County Councilor
Mary French – Elgin County Councilor

Staff Members Present: Julie Gonyou – Chief Administrative Officer
Michele Harris – Director of Homes and Senior Services

Consultants Present: Allan Taylor – Project Manager
Darrell Gerrits – D. Grant
Stephen Houston – MMMC Architects
Victoria Pilles – MMMC Architects
Gail Kaufman Carlin – Health & Senior Services Consultant

Regrets: Jim Bundschuh – Director of Financial Services
Brian Lima – Director of Engineering Services
Cole Aicken – Building Science Technologist
Eugenio DiMeo – Corporate Facilities Manager
Mike Hoogstra – Purchasing Coordinator
Carolyn Krahn – Legislative Services Coordinator

Call to Order

1.0 Meeting Called to Order – Chairman Purcell called meeting to order at 1:00 pm.

Discussion

2.0 Approval of the Agenda – Moved by Councilor Mennill and seconded by Councilor Marks. Motion carried. Steering Committee August 04th, 2021 Agenda approved.

3.0 Approval of the Minutes – Moved by Councilor Mennill and seconded by Councilor Marks. Motion carried. Steering Committee June 22nd, 2021 Minutes approved.

4.0 Disclosure of Pecuniary Interest – None.

5.0 Construction Items

5.1 Staff Patio Review – Addendum #1 – Personal donation made by long-time associate of Terrace Lodge to improve staff patio area. Announcement yet to be made, but MMMC has prepared representative visuals. Fundraising Committee to advise regarding details for next Council Meeting.

5.2 PC#13 Receiving Area Revisions – Addendum #2 – Issue that arose during construction, but will come out of contingency fund that was set aside within

budget. Size of addition remains the same as original design. Total cost is \$11,459.81 + HST. All voted in favour – motion carried.

- 5.3 Kitchen AHU Installation – Request to replace existing AHU ahead of schedule, rather than paying for expensive repairs now. Goal would be to replace unit in advance of next cooling season (Spring/Summer 2022). Information item, no action required.
- 5.4 Additional Staff Parking – Currently between 2 and 6 vehicles are required to park on grass during peak times (shift change), and expecting 12-15 students to be starting soon, who will require additional parking. MMMC presented two options for additional parking spaces. Al Taylor clarified that budget numbers assume that work occurs while excavation contractors are on site. Option 1 is preferred. Warden Marks agrees with Option 1, but wonders whether additional spaces should be added in the location of Option 2 as well. Michele Harris believes 9 additional spaces will be sufficient. Warden Marks moved; Councilor French seconded. All voted in favour – motion carried.

6.0 Construction Schedule

- 6.1 Current construction schedule was reviewed – Revisions will not affect end date. No concerns about construction schedule.

7.0 Other Business – None.

- 8.0 Date of Next Meeting – TBD. All in agreement that next meeting will be called as needed.

Adjournment

- 9.0 Adjournment – Moved by Warden Marks and seconded by Councilor French. Motion carried. Meeting adjourned.