

**THE CORPORATION OF THE MUNICIPALITY OF
MARKSTAY-WARREN**

**COMMITTEE OF THE WHOLE MEETING
MINUTES**

Wednesday, January 27th, 2010

MARKSTAY-WARREN MUNICIPAL BUILDING

Attendance:

Mayor:	Jean-Marc Chayer
Councillors:	Kathy Bennett Keith Keeping (absent) Richard Simon Caroline Steele
Staff:	Lorraine Demore, CAO/Clerk Céline Anderson Rock Burton, Director of Public Works
Guests:	Chris Perry, Perry & Perry Architects Donna Smith, Librarian Jacqueline Gauthier, Executive Director of Sudbury East Community Health Centre Michel Raymond, NP – NP Led Clinic (in at 6:35 pm)

1. Welcome and Opening Remarks

Mayor Chayer welcomed everyone in attendance. Chris Perry advised that Dr. Morris was unable to attend, however he had spoken with him on his requirements.

2. Call meeting to order

The meeting was called to order at 6:10 pm

3. Disclosure of Pecuniary Interest and General Nature Thereof

None declared.

4. Multi-use facility – presentation by Chris Perry of Perry & Perry Architects

1. Review of phase 2 (agenda identified it as Phase 1) – Health Centre, Dentist, Library, potential new tenants being Nursing Station, DSSAB

Chris advised that the soils report didn't identify any issues, should have a good solid foundation for addition. A property survey was completed and the building is very close to the property line facing Lafontaine Street. New addition may require zoning by-law amendment.

Chris went through the diagrams where the new program space's main entrance will be accessed via the west side of the existing building and reflects changes discussed at the September 30th, 2009 meeting.

Main entrance would lead to the Health Centre to the right. Turning left will lead to library, then to the dentist.

Separate mezzanine on top of main entrance would include the mechanical room for the addition.

Elevator would be next to the entrance leading into the arena.

Sketch identifies 2000 square feet (sf) for Health Centre, 1400 sf for the Library and 1400 sf for the dentist.

Health Centre – Jacqueline advised that they have a budget to pay for 1500 sf, therefore plans to be adjusted to reflect that. Chris Perry advised that he will require that they confirm their space requirements. Staff to work 35 hours a week.

NP Led Clinic – Michel advised that they are presently looking at 600 to 800 sf. Going to Toronto next week to confirm with the Ministry their allocated budget and space requirements. Chris will need their requirements ASAP.

This program would bring in a Nurse Practitioner, Nurse and secretary. This would assist greatly with the patient pool that the Health Centre could not handle.

Health Centre and NP Led Clinic could share some common space, i.e. lobby, washrooms, receptionist area.

Dentist – 1400 sf – has been increased from 800 sf. Pharmacy space is really a dispensary for 200 sf as confirmed by Dr. Morris to Chris Perry.

Library - 1400 sf – no layout as of yet.

DSSAB – e-mail received from Fern Dominelli – if requested to move into building. 700 sf – all expenses to be included, heat, hydro, water taxes, janitorial, snow removal. Need access to washrooms and boardroom. Would like input into the design of the office layout. 3 offices (11 x11) (363 sq/ft). Combination reception area/resource area/waiting area (337 sq/ft).

Based on the foregoing and to secure the most rental income, it was decided to reorganize the floor plan to place the library turning right from the west entrance and to have the dentist, health centre and NP led clinic to the left when entering the west entrance.

DSSAB to be included in the library's side and reduce the library to 1200 sf.

2. Review of Phase 1 (agenda identified as Phase 2) – upgrades to Arena.

Washrooms in upstairs hall and washrooms in downstairs main lobby to be redone and barrier free.

Elevator will service the upstairs and cost can be shared amongst the Building Canada Fund and NOHFC.

Third set of stairs leading to the upstairs will be eliminated as well as the dumb waiter. To be used for storage.

Also included in upgrades: low emissivity ceiling, dehumidification system, recirculation system, sprinkler system, emergency exit door replacement, repair/replacement of access doors to ice surface, also as a separate report for

review are repairs to boards.

Next meeting to be held at 6:00 pm on February 17th, 2010 prior to Council meeting to review floor space requirements.

3. Lease agreements with tenants

CAO to contact tenants to negotiate lease agreements.

Rental rate is \$16.00 a sq/ft for all tenants. Health Centre, NP Led Clinic and DSSAB agreed to this.

Dentist – no rental rate had been negotiated, therefore advise him that it will be \$16.00 a sq/ft and the municipality would be transferring all equipment to him making him responsible for the maintenance and subsequent replacement as required.

5. **2010 ROMA/OGRA Combined Conference February 21-24th, 2010 delegation request to meet with Ministers – deadline February 1st, 2010**

No delegation request at this time. Council representatives, Councillor Keeping and Councillor Simon were advised at AMO conference in 2009 that

contacting our local MPP would be more beneficial for a municipality our size.

Mayor Chayer requested Council's permission for him to rent a scooter during his attendance at this conference and to pay for his spouse's meals since she is her caregiver and would not be able to attend the conference without her. Council approved Mayor Chayer's request. To ensure that these expenses are reflected within his 2010 budget.

6. **Budget meeting – reschedule date (formerly February 15th 2010 – family day)**

Next available dates where all of Council and staff is available:

March 22nd, 2010 and March 24th, 2010 – both at 6:00 pm

7. **Adjournment**

Meeting adjourned at 9:28 pm.

RECOMMENDATIONS

- 1) That Council adopt these minutes as circulated and approves action to be taken and recommendations on each items discussed.