



MINUTES OF THE HIGHLANDS COMMUNITY CENTRE TASK FORCE

December 3, 2009 at 7:00pm
SCHOOLHOUSE, 1589 Millstream Road

In attendance:

Chair	Michael Bocking
Vice-Chair	Bob McMinn
Council Liaison	Marcie McLean
Members	Gord Baird
	Susan Leslie
	Ellie Rayner
	Bessie Nuk
	Rachael Sansom
Guests	Chris Leek, Highlands Building Inspector
	Donald Gunn, Architect
	George Grams, Architect
	Allen Dobb, Councillor

To Community
Centre Task Force
January 7, 2010

1. **Approval of Agenda**

MOVED BY: BOB MCMINN
SECONDED: RACHAEL SANSOM

THAT the agenda be approved

CARRIED

2. **Adoption of Regular Minutes of November 5, 2009**

MOVED BY: GORD BAIRD
SECONDED: BOB MCMINN

THAT the minutes of September 10, 2009 be Adopted

CARRIED

3. **Update from Council Liaison**

Councillor McLean advised members that Council, at its November 16, 2009 meeting, recommended that the Task Force and consultant use an ecological footprint tool to measure and evaluate the designs that area proposed.

4. **New Business**

a) Community Hall Conceptual Design

Donald Gunn and members discussed the preliminary conceptual designs provided by the architect. Donald explained that there is a need to be realistic about how much building we can achieve within the grant amount. Assuming \$200. per square foot, and allowing for sustainable components, 2000 square feet is a reasonable size for the community hall, with possible additional space on a lower level, depending on the site. Keys are having a big flexible assembly space and keeping the building simple and therefore affordable. Ease of construction is also considered important.

b) Evaluation of Construction Type Options

George Grams presented an overview of issues related to building options. He outlined his experience with design and construction of low environmental impact buildings, and recommended that in our region, there is a wide range of potential building materials. Local wood, if untreated and with minimal milling, is a suitable sustainable material. Cob is also considered a good sustainable material. Metal is considered less sustainable than wood, due to the large amount of embodied energy. Log construction has low embodied energy, but consumes a lot of material and has limited insulation value. Wood frame is considered a good use of resources. Timber frame construction allows larger spans with less material than wood frame, and allows flexibility for future expansion. There was also discussion of several options for wall and roof systems.

c) Design Recommendations

The architects stressed the need to re-state the current design requirements in a written brief. The general form of the building can then be determined to meet these requirements. Decisions on preferred construction methods and details would follow.

The Chair provided a checklist of factors to be considered in evaluating optional building types, in order to allow the evaluation process to be documented. He advised that he would forward to Task Force members digital versions of the checklist, along with scans of design sketches submitted by community members.

MOVED BY: GORD BAIRD
SECONDED: BOB MCMINN

That Task Force members review Donald Gunn's sketches, refine the design brief and submit recommendations to the Chair by December 10, for referral to Donald Gunn.

CARRIED

5. Motion to Move In Camera

MOVED BY: ELLIE RAYNER

SECONDED: BESSIE NUK

THAT the meeting move in camera to discuss items pursuant to the Community Charter, specially Section 90 (1)(e) the acquisition, disposition or expropriation of land or improvements.

CARRIED

The meeting reconvened from the In Camera portion of the meeting

6. Next Meeting

Thursday, January 7, 2010 at 5:30 pm at the School House.

7. Adjournment

MOVED BY: RACHAEL SANSOM

THAT the meeting be adjourned.

CARRIED