



**MINUTES OF THE
HIGHLANDS COMMUNITY CENTRE TASK FORCE**

**March 25, 2010 at 5:30pm
SCHOOLHOUSE, 1589 Millstream Road**

In Attendance:

Chair	Michael Bocking
Vice-Chair	Bob McMinn
Council Liaison	Sigurd Johannesen
Alternate Council Liaison	Marcie McLean
Members	Bob Flitton
	Eleanor Rayner
	Gord Baird
	Rachael Sansom
Guests	Chris Leek, Highlands Building Inspector
	Donald Gunn, Architect
	Jim Eaton, Quantity Surveyor

Absent:

Members	Susan Leslie
	Bessie Nuk

1. APPROVAL OF AGENDA

**MOVED BY: ELEANOR RAYNER
SECONDED: RACHAEL SANSOM**

That the agenda be approved with the addition a of new business item related to the York property.

CARRIED

2. ADOPTION OF REGULAR MINUTES

**MOVED BY: ELEANOR RAYNER
SECONDED: BOB MCMINN**

That the minutes of February 4, 2010 be adopted

CARRIED

3. UPDATE FROM COUNCIL LIAISON

Councillor Johannesen advised members that Council approved the Task Force examining the municipal hall site as a potential community hall site. He also advised that informal discussions have taken place between Highlands's staff and Provincial officials regarding an extension of the Towns for Tomorrow grant completion deadline.

4. OLD BUSINESS

a) REVISED COMMUNITY HALL CONCEPTUAL DESIGN

Donald Gunn displayed revised floor plans and elevations of the community hall based on recommendations at the February 4 Task Force meeting. The building is simplified, with an assembly area (150 capacity), disabled accessible toilet and unfinished kitchen on the main floor, and stairs to additional toilets on the lower floor. The building would meet occupancy requirements, however, the kitchen would initially be unfinished. The assumed structure is wood frame. The design allows for future connection to the municipal offices. Donald emphasized that the plan is for a basic building within the available grant funding. With additional funds, there would be opportunities to upgrade the building materials and finishes and increase the level of sustainability.

b) QUANTITY SURVEYOR BUILDING COST ESTIMATE

Jim Eaton provided an overview of the costs associated with the revised community hall plans for the municipal hall site. The estimated cost is \$553,431. or approximately \$154. per square foot. It was estimated that an additional \$50,000 in cost savings could be found. Costs include design and contractor overhead and profit, but exclude site development costs. The assumption is that the building would be tendered publicly and built by a general contractor.

c) SITE DEVELOPMENT & SERVICING

It was noted that site development and servicing costs are in addition to building costs, and would vary, depending on the site selected.

d) RECOMMENDATIONS

The Task Force has the following recommendations for Council;

1. Members are satisfied with the revised floor layout design for the hall.
2. Members believe that a hall as revised could be built within the grant funding amount.
3. Site development and servicing costs will depend on the site selected.
4. Hall funding options through the sale of municipal assets, which might include one of the two lots in the East Highlands, should be pursued
5. Community hall plan options should be presented to the public at an open house.
6. Alternate proposals for the community hall are welcomed.

MOVED BY: ELEANOR RAYNER
SECONDED: RACHAEL SANSOM

That Task Force members endorse the above recommendations.

CARRIED

OPPOSED: GORD BAIRD TO RECOMMENDATION #1

5. NEW BUSINESS

Bob McMinn advised that the Highlands Social Enterprise Corporation has an agreement with Fred York whereby part of his land could be transferred to the District of Highlands. The southeast portion of this area could be considered as a site for a community hall and future municipal office.

6. NEXT MEETING

The next scheduled meeting will be Thursday April 8, 2010 at 7:00 pm at the School House.

7. ADJOURNMENT

MOVED BY: ELEANOR RAYNER

That the meeting be adjourned.

CARRIED

APPROVED