

Windsor, Ontario May 20, 2016

A ***Special*** Meeting of the **New City Hall Project Steering Committee** meeting is held this day commencing at 2:30 o'clock p.m. in the Walkerville Meeting Room, 3<sup>rd</sup> floor, City Hall, there being present the following members:

Mayor Drew Dilkens, Chair  
Councillor Paul Borrelli  
Councillor Jo-Anne Gignac  
Councillor Hilary Payne  
Councillor Ed Sleiman

**Regrets received from:**

Councillor Chris Holt

**Guest in attendance:**

Tom Dilkens

**Also present are the following resource personnel:**

Wadah Al-Yassiri, Project Administrator  
Onorio Colucci, CAO  
Valerie Critchley, City Clerk  
Shelby Askin-Hager, City Solicitor  
Joe Mancina, Chief Financial Officer/City Treasurer  
Jason Moore, Senior Manager Communications  
Dave Soave, Project Accountant  
France Isabelle-Tunks, Senior Manager Development Projects  
Harry Turnbull, Executive Director of Information Technology  
Karen Kadour, Committee Coordinator

**1. CALL TO ORDER**

The Chair calls the meeting to order at 2:30 o'clock p.m. and the Steering Committee considers the Agenda being Schedule "A" **attached** hereto, matters which are dealt with as follows:

**2. DECLARATIONS OF CONFLICT**

None disclosed.

### 3. **ADOPTION OF THE MINUTES**

Moved by Councillor Payne, seconded by Councillor Sleiman,  
That the minutes of the New City Hall Project Steering Committee of its meeting held April 12, 2016 **BE ADOPTED** as presented.  
Carried.

### 4. **BUSINESS ITEMS**

#### 4.1 **Provisional Items**

The provisional items for consideration by the Steering Committee are as follows:

**Provisional Item No. 1** - The streetscape/pedestrian path improvements between the New City Hall and the 400 City Hall Square East buildings. This includes lighting, hard surface finishes, curbing, bollards and landscaping on the southern portion of City Hall Square East which will be closed. **(Recommended by the Executive Committee)**

**Provisional Item No. 2** - Green Roof on second floor roof area. **(Decision is referred to the Steering Committee)**

**Provisional Item No. 3** - Finish of the future growth area on 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup> floors (total area approximately 12,000 square feet) This work includes carpet tiles, ceiling tiles, lighting and perimeter dry wall. **(Recommended by the Executive Committee)**

**Provisional Item No. 4** - Artistic colour lights on the north and south side of the building. **(Decision is referred to the Steering Committee).**

**Provisional Item No. 5** - Enhance the roof waterproofing membrane to extend the life of the roofing system. **(Recommended by the Executive Committee)**

The salient points of discussion relating to this matter are as follows:

- It is noted (provisional item no. 2) must be done at the time of construction.
- It is more cost effective to install the artistic colour lights at this time (provisional item no. 4).
- In terms of provision no. 3, it is not known who will occupy the 12,000 square foot area, however, it is more cost effective to finish this growth area now as staff will be disrupted if done at a later date.
- Suggestion to wrap the pillars in stainless steel, rather than dry wall for durability purposes.
- Surplus remaining is \$815,054.
- Green roof will be a grass surface.

- If the Steering Committee approves all 5 provisional items, the cost will be \$1,115,000.
- As it relates to the artistic colour lights, the lighting (LED) will reflect such events such as Canada Day, Breast Cancer Month and will also provide synergy to the plaza, public, and City Hall.
- The pedestrian path will provide connectivity between the two buildings.
- Suggestion to increase the funds for the plaza and to keep the funds separate.

Moved by Councillor Payne, seconded by Councillor Sleiman,

That the recommendation to include the following five (5) Provisional Items at a total cost of \$1,115,000 (plus HST) **BE APPROVED:**

1. Streetscape/pedestrian path improvements between the New City Hall and the 400 City Hall Square East buildings. This includes lighting, hard surface finishes, curbing, bollards and landscaping on the southern portion of City Hall Square East which will be closed.
2. Green Roof on the Second Floor Roof Area.
3. Finish of the future growth area on the 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup> floors (total area approximately 12,000 square feet). The work includes carpet tiles, ceiling tiles, lighting, and perimeter dry wall.
4. Artistic colour lights on the north and south side of the building including all associated control wiring, communication devices and control system.
5. Enhance the roof waterproofing membrane to extend the life of the roofing system.  
Carried.

## 5. **OTHER BUSINESS**

Councillor Payne requests a discussion regarding art for the New City Hall be added as an agenda item for the next meeting of the Steering Committee.

## 6. **DATE OF NEXT MEETING**

The next meeting will be held at the call of the Chair.

## 7. **ADJOURNMENT**

There being no further business, the meeting is adjourned at 3:11 o'clock p.m.

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CHAIR

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COMMITTEE COORDINATOR

AGENDA  
SPECIAL MEETING  
NEW CITY HALL PROJECT STEERING COMMITTEE  
Friday, May 20, 2016  
2:30 o'clock p.m.  
Town of Walkerville Meeting Room, 3rd Floor City Hall

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1. CALL TO ORDER
  
2. DECLARATIONS OF CONFLICT
  
3. ADOPTION OF THE MINUTES  
Adoption of the minutes of the meeting held April 12, 2016 (previously distributed)
  
4. BUSINESS ITEMS
  - 4.1 Provisional Items  
Report of the Project Manager dated May 13, 2016 entitled "RFT 43-16, New City Hall General Contractor/Provisional Items - attached.
  
5. OTHER BUSINESS
  
6. DATE OF NEXT MEETING
  
7. ADJOURNMENT