



**PERTH COUNTY FACILITIES REVIEW COMMITTEE  
MINUTES**

**Thursday, May 15th, 2014 – 10:15 am  
County of Perth – Council Chambers**

**Present:** Chairperson Warden Wilhelm, Councillor Forrest, Councillor McMillan, Councillor Ehgoetz, Councillor Aitcheson, Councillor McKenzie, Councillor French, Councillor Behrns, Councillor Schneider, Councillor Judge

**Staff Present:** CAO Bill Arthur; Director of Public Works, Matt Ash; Director of Planning & Development, Allan Rothwell; Administration Clerk/Recorder, Calana Hinnegan

1. CALL TO ORDER

Chairperson Robert Wilhelm called the meeting to order and verified quorum

2. DECLARATIONS OF PECUNIARY INTEREST and general nature thereof

No disclosures stated

3. ADOPTION OF AGENDA

Moved by Councillor Forrest

Seconded by Councillor Aitcheson

THAT the agenda for May 15, 2014 be approved;

CARRIED

4. ADOPTION OF PREVIOUS MINUTES

4.1 Minutes of the October 17th, 2013 Facilities Committee

Moved by Councillor Forrest

Seconded by Councillor Ehgoetz

THAT the minutes of October 17th, 2013 Facilities Review Committee minutes be approved;

CARRIED

5. DELEGATIONS – None

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6. REPORTS

6.1 Milverton Sand Shed Update and Property Discussion

Matt Ash provided a report on tenders for the Milverton Sand Shed, along with a draft copy of the Agreement to Lease, between the Township of Perth East and The County of Perth, for storage facilities for road maintenance materials. There was discussion on leasing vs purchasing land; Councillor Forrest clarified that Perth East was not prepared to sell land at this point. This property will be a joint used facility for winter maintenance materials and the existing Milverton Public Works Salt/Sand Shed will continue to be used for additional cold storage.

The current draft lease agreement was approved by the Township of Perth East's lawyer, however, there are a few concerns by County Council that will be reviewed and approved by the County's lawyer. Items of concern on the current draft lease are:

- 4.02 *"The Building shall be maintained by the Lessee to the satisfaction of the Lessor in its sole discretion."*
- 4.06 *"The Lessor reserves the right to adjust the limits of the general liability insurance."*
- 4.13 *"The Lessee agrees to compensate the Lessor for any capital or maintenance costs associated with keeping the primary access to the road materials storage facility in good repair. The responsibility to keep such entrance unobstructed and clear of snow or other debris shall remain with the Lessee and be at the expense of the Lessee"*
- 4.14 *"At the end of the Term, or in the event this Lease is terminated early, the ownership of the Building shall remain with the Lessee. The Building shall be removed from the Demised Premises, and the Lessee shall repair any damage done to the Demised Premises by the removal thereof. The Lessee may, with the prior written consent of the Lessor, leave the Building on the Demised Premises at the termination of this Lease, in which case the Building shall become the property of the Lessor"*

Moved by Councillor Behrns

Seconded by Councillor Aitcheson

THAT the Facilities Committee directs Public Works Director, Matt Ash, to forward the current lease agreement to the Perth County lawyer for review and approval.

Carried



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Moved by Councillor Behrns

Seconded by Councillor Ehgoetz

AND Further That the Facilities Committee directs Matt Ash to draft a conceptual site plan for the Perth County Facilities Committee that shows future development for the Perth County Public Works Department on the Perth East Public Works property.

Carried

### 6.2 Mitchell Public Works Fire

Matt Ash provided a letter from the County's insurer, an Environmental Engineer, the Analytical results of soil testing on the property, along with a site assessment from LVM for the Mitchell Public Works yard. As well, an aerial view of the current Mitchell Public Works yard was displayed .

A summary of options for replacement was provided by Matt Ash. The Perth County Facilities Committee discussed the following:

- demolish the existing damaged building
- rebuilding on existing property
- relocation costs; salt, sand, and fuel cleanup, Risk Assessment
- partnering with lower tier in new location
- partnering with existing location
- does it make sense to have Mitchell Public Works stay in a residential Area
- it would be beneficial to have a map of all County Roads, including circles of "locations" to assist in determining whether Mitchell is the central location for the rebuild of the new Public Works building
- Cleanup of salt, sand and fuel spills at the existing Mitchell Public Works Yard

Moved by Councillor Judge

Seconded by Councillor Ehgoetz

THAT the Facilities Committee directs Matt Ash, to prepare conceptual drawings for a new Public Works building in preparation for a design- build contract to be issued later in 2014;

Carried



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Moved by Councillor Judge  
Seconded by Councillor McKenzie  
And Further That the Perth County Facilities recommends to Perth County Council that the Mitchell Public Works building be demolished and fuel site be cleaned up;

Carried

6.3 Update on EMS Land Purchase and HQ Design

Purchase of the EMS Land closes May 16, 2014

Moved by Councillor Forrest  
Seconded by Councillor McMillan  
THAT the Facilities Committee receives the report titled "Update on EMS Property and HQ Design" dated May 15, 2014 for information only.

Carried

7. CORRESPONDENCE – None

8. OTHER BUSINESS – None

9. Closed Meeting – none

10. NEXT MEETING

Call of the chair

11. ADJOURNMENT

Moved by Councillor McKenzie  
Seconded by Councillor Schneider  
That the meeting adjourned at 11:26 am

CARRIED

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Councilor Wilhelm, Chair

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Calana Hinnegan  
Administration Clerk/Recorder