



The Corporation of the County of Wellington Information, Heritage and Seniors Committee Minutes

September 10, 2014
Palmerston Library
4:30 pm Museum and Seniors
6:00 pm Library

Present: Warden Chris White
Councillor Mark MacKenzie (Chair)
Councillor Jean Innes
Councillor Gordon Tosh
Jennifer Dixon
Walter Trachsel

Also Present: Councillor George Bridge
Lloyd Grinham, Principal Architect, L. Grinham Architects
Michael Trussell, Architect, L. Grinham Architects

Regrets: Councillor Lou Maieron
Brad Whitcombe

Staff: Peter Barnes, Wellington Terrace Administrator
Mark Bolzon, Manager Purchasing and Risk Management
Kim Courts, Deputy Clerk
Ken DeHart, County Treasurer
Chanda Gilpin, Assistant Chief Librarian
Janice Hindley, Wellington Place Administrator
Laura Holtom, Assistant Administrator Wellington Terrace
Murray McCabe, Chief Librarian
Kevin Mulholland, Property and Construction Manager
Scott Wilson, CAO

1. Call to Order

At 4:50 pm, the Chair called the meeting to order.

2. Declaration of Pecuniary Interest

There were no declarations of pecuniary interest.

3. Museum and Archives

3.1. Museum and Archives Financial Statements as of August 31, 2014

1/6/14

Moved by: Councillor Tosh

Seconded by: Councillor Innes

That the Financial Statements as of August 31, 2014 for the County Museum and Archives be approved.

Carried

3.2. Wellington Place Development Update

2/6/14

Moved by: Councillor Innes

Seconded by: Councillor Tosh

That the Administrator's update on Wellington Place Development be received and forwarded to County Council for approval.

Carried

3.3. WCMA Summer 2014 Activity Highlights

3/6/14

Moved by: Warden White

Seconded by: Councillor Innes

That the Administrator's report on the WCMA summer 2014 highlights be received for information and forwarded to County Council for adoption.

Carried

3.4. WCMA Fall and Winter 2014 Highlights

4/6/14

Moved by: Warden White

Seconded by: Councillor Innes

That the Administrator's report highlighting the 2014 fall/winter activities at the WCMA be received and forwarded to County Council for adoption.

Carried

3.5. Circa Newsletter - September 2014

5/6/14

Moved by: Warden White

Seconded by: Councillor Innes

That the September 2014 Circa Newsletter be received for information.

Carried

4. Seniors

4.1. Wellington Terrace Financial Statements as of August 31, 2014

6/6/14

Moved by: Warden White

Seconded by: Councillor Tosh

That the Financial Statements as of August 31, 2014 for the Wellington Terrace be received for information.

Carried

4.2. Staff Influenza Immunization Rate Report

7/6/14

Moved by: Councillor Innes

Seconded by: Councillor Tosh

That the Staff Influenza Immunization Rate Report be received for information.

Carried

4.3. Quality Report

8/6/14

Moved by: Councillor Tosh

Seconded by: Councillor Innes

That the Quality Report for the Wellington Terrace be received for information.

Carried

4.4. Resident Quality Inspection Report

9/6/14

Moved by: Warden White

Seconded by: Councillor Innes

That the Resident Quality Inspection Report be received for information.

Carried

5. Recess

At 5:30 pm the Committee recessed until 6:00 pm.

6. Library

6.1. Declaration of Pecuniary Interest

There were no declarations of pecuniary interest.

6.2. Fergus Library Renovation - Project Status Report #9

10/6/14

Moved by: Warden White

Seconded by: Walter Trachsel

That the Fergus Library Project Status Report #9 be received for information.

Carried

6.3. Library Financial Statements as of August 31, 2014

11/6/14

Moved by: Councillor Innes

Seconded by: Warden White

That the Financial Statements as of August 31, 2014 for the County Library Service be approved.

Carried

6.4. Palmerston Library – Construction Management / General Contractor Award

12/6/14

Moved by: Walter Trachsel

Seconded by: Jennifer Dixon

That the construction management contract for the renovations to the Palmerston Carnegie Library be awarded to Collaborative Structures Limited (CSL) of Cambridge, at their quoted fee of \$361,220.00, excluding HST @ 13% and as outlined in the proposal documents CW2014-038; and

That the Warden and Clerk be authorized to sign the necessary agreements; and

That staff be authorized to negotiate with Collaborative Structures Limited (CSL) to finalize construction costs and to bring forward a recommendation to County Council in early 2015.

Carried

6.5. Palmerston Library Community Engagement Report (For information)

13/6/14

Moved by: Warden White

Seconded by: Walter Trachsel

That the Palmerston Library Design Committee provide L. Grinham Architects with direction for options that will provide priority library use space as well as preserve heritage features where possible; and

That a report be provided at the October Committee meeting.

Carried

At 7:10 pm, the Warden assumed the position of Chair.

6.6. Chief Librarian's Report

14/6/14

Moved by: Walter Trachsel

Seconded by: Councillor Tosh

That the Chief Librarian's report for June through August 2014 be received for information.

Carried

6.7. Summer Reading Club Report

15/6/14

Moved by: Councillor Innes

Seconded by: Walter Trachsel

That the Summer Reading Club Report be received for information.

Carried

6.8. Library Use Statistics

16/6/14

Moved by: Jennifer Dixon

Seconded by: Walter Trachsel

That the Library Use Statistics for June, July and August 2014 be received for information.

Carried

6.9. Items for Information

6.9.1. Quill and Quire Article: Building Stories

17/6/14

Moved by: Councillor Innes

Seconded by: Councillor Tosh

That the Quill and Quire Article be received for information.

Carried

6.9.2. The Next Chapter Newsletter - September 2014

18/6/14

Moved by: Councillor Innes

Seconded by: Warden White

That the Next Chapter, September 2014 edition of the Library Newsletter be received for information.

Carried

6.9.3. Ottawa Public Library - eBook Advocacy Campaign

19/6/14

Moved by: Councillor Innes

Seconded by: Warden White

That the correspondence from the Ottawa Public Library regarding the eBook Advocacy Campaign be received for information.

Carried

7. Adjournment

At 7:30 pm, the Chair adjourned the meeting until October 8, 2014 or call of the Chair.

Chris White
Acting Chair
Information, Heritage and Seniors Committee