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**OAK RIDGES LIBRARY PROJECT  
STEERING COMMITTEE  
ORLSC#02-15**

**Monday, March 30, 2015  
4:30 p.m.**

**MINUTES**

A meeting of the Oak Ridges Library Project Steering Committee was held on Monday, March 30, 2015 at 4:30 p.m. in the Mayor and Council Boardroom with the following members of the Committee in attendance:

Mayor Barrow (Chair)  
Regional and Local Councillor Spatafora  
Councillor Beros  
David Bishop - Library Board Chair  
Margaret Roberts - Library Board member

Also present:  
Councillor Cilevitz

**Staff:**

J. Anderton, Chief Administrative Officer  
S. Fick, Acting Commissioner of Environment and Infrastructure Services  
P. Caron, Director, Asset Management  
D. Dexter, Director, Financial Services/Treasurer  
L. Procter Maio, Chief Executive Officer, Richmond Hill Public Library  
B. Ransom, Director of Service Development, Richmond Hill Public Library  
S. Morgan, Project Manager, Capital Facility Assets  
G. Collier, Deputy Clerk  
L. Sampogna, Council/Committee Clerk

Phil Fenech, Perkis+Will Canada, was also in attendance at the invitation of the Committee.

**ADOPTION OF AGENDA**

Moved by: Regional and Local Councillor Spatafora

That the agenda be adopted as distributed by the Clerk.

Carried

## **DECLARATION OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF**

There were no disclosures of pecuniary interest by members of the Committee under the *Municipal Conflict of Interest Act*.

## **ADOPTION OF PREVIOUS MINUTES**

### **1. Minutes – Oak Ridges Library Project Steering Committee meeting ORLSC#01-15 of January 26, 2015**

Moved by: Regional and Local Councillor Spatafora

That the minutes of the Oak Ridges Library Project Steering Committee meeting ORLSC#01-15 of January 26, 2015, be adopted.

Carried

### **2. Extracts – Council Meeting C#09-15 held February 9, 2015**

Moved by: Regional and Local Councillor Spatafora

That the extracts from Council Meeting C#09-15 held February 9, 2015 regarding the Review of Project Steering Committee Terms of Reference and the Project Financial Status, be received.

Carried

## **SCHEDULED BUSINESS**

### **4. Schedule Update**

S. Fick, Acting Commissioner of Environment and Infrastructure Services, provided a detailed update on the Oak Ridges Library Schedule and reviewed the graphical project schedule highlighting the changes in tasks and timelines. He advised that all project information changes would be provided in the format of a list and graph at future meetings.

Discussion took place regarding the date for approval of the schematic design, and whether details relating to the location and time of the public information session had been determined.

### **3. Presentation by Perkins+Will Architects regarding Schematic Design for the Oak Ridges Library**

P. Fenech, Perkins+Will Canada, made a presentation to the Steering Committee regarding the schematic design for the Oak Ridges Library. He reviewed the project background; visioning sessions and feedback; program components; collection assessment; building area assessment and the details of the site and parking analysis that was undertaken. P. Fenech concluded the presentation by reviewing next steps in the project.

Committee discussed the parking analysis for the existing parking spaces, new available spaces, parking lot gate arm entry times, high demands for student parking arising from the learning centre adjacent to the library, and how to better secure the allotted library parking spaces.

Discussion ensued regarding the ground floor plan, the location of the community room being situated away from the entrance, the square footage for the large community room and small community room; and a review of the 19,000 sq.ft. usable floor space.

Committee discussed the exterior expression, noting the importance of reflecting the Oak Ridges heritage, and how the results of the public consultation were considered. Committee also discussed green roof features on the second floor as well as landscaping options on the second level, and raised concerns with protecting the sightline view.

Moved by: D. Bishop

- a) That the update by Stephen Fick, Acting Commissioner of Environment and Infrastructure Services, regarding the schedule update be received;
- b) That the presentation by P. Fenech, Perkins+Will Architects regarding the schematic design for the Oak Ridges Library, be received.

Carried

### **DATE OF NEXT MEETING**

The next meeting of the Oak Ridges Library Project Steering Committee will be held on April 20, 2015 at 4:30 p.m. in the Mayor and Council Boardroom.

**ADJOURNMENT**

Moved by: Regional and Local Councillor Spatafora

That the meeting be adjourned.

Carried

The meeting was adjourned at 5:15 p.m.