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**OAK RIDGES LIBRARY PROJECT
STEERING COMMITTEE
ORLSC#03-15**

**Monday, April 20, 2015
6:00 p.m.**

MINUTES

A meeting of the Oak Ridges Library Project Steering Committee was held on Monday, April 20, 2015 at 6:00 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:

S. Baker, Commissioner of Community Services
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
C. Peters, Library Manager
L. Sampogna, Council/Committee Clerk

Duff Balmer, Phil Fenech, and Aimee Drmic, Perkis+Will Canada, were 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#02-15 of March 30, 2015

Moved by: Regional and Local Councillor Spatafora

That the minutes of the Oak Ridges Library Project Steering Committee meeting ORLSC#02-15 of March 30, 2015, be adopted.

Carried

SCHEDULED BUSINESS:

2. Oak Ridges Library Project Steering Committee Schematic Design and Project Budget Approval – (SREIS.15.017)

Duff Balmer, Perkins+Will Canada, made a presentation to the Steering Committee regarding the schematic design of the Oak Ridges Library. He reviewed the purpose, program distribution, site, landscape plan and types, and structure type noting the regional inspiration. He reviewed the interior ground floor and second floor design highlighting the technologically advanced library features, and explained the exterior features, including material expression, green roof, entrance, convertible space, and building elevations. D. Balmer further reviewed ambiance, interior view overlooking the urban living room, and sustainability to achieve a minimum of LEED Silver Certification level in line with the Town's policy and explained the sustainable strategy. D. Balmer concluded the presentation by reviewing next steps in the project.

S. Fick, Acting Commissioner of Environment and Infrastructure Services, reviewed the cost summary for the 19,000 sq. ft. Oak Ridges Library project based on a Class C construction hard cost estimate and the recommendations as outlined in SREIS.15.017.

(continued)

The Steering Committee discussed funding sources for project costs; concerns with the performance of glass windows in relation to heating and cooling efficiencies and glass lifespan; and discussed the selection of landscape materials noting high traffic and pedestrian areas, wetlands, and wind factors around the building.

Discussion ensued regarding the exterior convertible space and requested further detail with respect to the large overhead/sliding door component to integrate indoor and outdoor space to include tables and chairs for seating, and raised concerns with the placement of the fireplace in its current location for space utilization and safety issues.

The Steering Committee requested future renderings be more at scale and to include additional detail to the schematic design.

Moved by: Councillor Beros

- Rec. 1**
- a) That the schematic design for the Oak Ridges Library, attached as Appendix '1' to SREIS.15.017, be approved;**
 - b) That a total construction project budget be amended to \$10,434,700 for the 19,000 sq. ft. Oak Ridges Library, as detailed in SREIS.15.017, be approved;**
 - c) That source for the additional project funding of \$1,783,000 be \$978,900 from the Library Service Development Charge Reserve Fund, \$695,300 from the Capital Asset Continuity Reserve Fund and \$108,800 from the Federal Gas Tax Reserve Fund;**
 - d) That the project architects be authorized to proceed to the working drawing phase of the project.**

Carried Unanimously

DATE OF NEXT MEETING

The next meeting of the Oak Ridges Library Project Steering Committee will be held on June 22, 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 6:58 p.m.