

**Council Present:**

Walter McKenzie, Mayor  
Doug Eidt, Deputy Mayor  
Cheri Bell, Councillor  
Steve Herold, Councillor  
Jeff Marshall, Councillor  
Cheryl Matheson, Councillor  
Annamarie Murray, Councillor  
Murray Rose, Councillor  
Mike Tam, Councillor  
Dean Trentowsky, Councillor  
Nicholas Vink, Councillor

**Council Absent:**

**Staff Present:**

Jeff Brick, Chief Administrative Officer  
Carla Preston, Clerk  
Bill Hunter, Fire Chief  
Darcey Cook, Recreation & Facilities Manager  
Rosemary Minnella, Head Librarian/CEO

1. Call to Order

Mayor McKenzie called the meeting to order at 7:22 p.m.

2. Confirmation of the Agenda

2.1. Acceptance of the Agenda

**Resolution:282/20**

**Moved by Jeff Marshall**

**Seconded by Murray Rose**

**That the Council of the Municipality of West Perth accept the agenda as presented.**

**Carried.**

3. Disclosure of Pecuniary Interest

There were no disclosures of pecuniary interest.

4. Reports

4.1. CAO

4.1.1. ICIP COVID-19 Resilience Grant - Administration Office

CAO Jeff Brick informed Council that the allocation of funds for the ICIP COVID-19 Resilience Grant is contingent on an application submission noting that the urgency is a result of quick timelines regarding intake dates. He further concluded that staff believe that a decision of the Administration Office is the highest priority and believe that it is eligible for the grant. Mr. Brick further reviewed background information and reports highlighting the updated building assessment that confirmed the 2012 report and air handing and movement which was concerning.

Treasurer Angela Anderson reviewed the municipality's current cash flow and financing options for the new build and renovation options as presented in the Capital Request Forms.

Discussion was held regarding support for a new build Administration Office and considerations such as the required size of the potential new build Administrative Office adding that more staff may be working from home, flexible Council Chambers and basement.

The recommendation to single source to Nelson Dawley Engineering and MTE Engineering was discussed with both support and opposition. CAO Jeff Brick confirmed that once the tender readying drawings were prepared, a full tender process would follow for the construction of the building.

Councillor Trentowsky requested a recorded vote.

**Resolution:283/20**  
**Moved by Annamarie Murray**  
**Seconded by Murray Rose**

**That Council for the Municipality of West Perth receive the report ICIP COVID-19 Resilience Grant - Administration Office.**

**Carried.**

**Resolution:284/20**  
**Moved by Jeff Marshall**  
**Seconded by Murray Rose**

**Option #1**

**That Council for the Municipality of West Perth select Option #1 for the the construction of a new Administration Office.**

**Ayes: Walter McKenzie, Doug Eidt, Cheri Bell, Steve Herold, Jeff Marshall, Cheryl Matheson, Annamarie Murray, Murray Rose, Mike Tam, Dean Trentowsky, and Nicholas Vink**

**CARRIED. 11-0 on a recorded vote**

**Resolution:285/20**  
**Moved by Mike Tam**  
**Seconded by Cheryl Matheson**

**That Council for the Municipality of West Perth authorize a Single Source and Direct Negotiation contract with Nelson Dawley Engineering in accordance with the provisions of By-Law 54-2018 to procure conceptual design, tender-ready drawings, site plan, tender management and site supervision services related to the construction of a new administration office and MTE Consultants Inc. to proceed with the design of civil works; And**

**Ayes: Walter McKenzie, Doug Eidt, Cheri Bell, Steve Herold, Jeff Marshall, Cheryl Matheson, Annamarie Murray, Murray Rose, and Mike Tam**

**Nays: Dean Trentowsky and Nicholas Vink**

**CARRIED. 9-2 on a recorded vote**

Clerk Carla Preston left the meeting due to technological reasons.  
CAO/Deputy Clerk Jeff Brick resumed the meeting.

**Resolution:286/20**  
**Moved by Annamarie Murray**

**Seconded by Murray Rose**

**That Council for the Municipality of West Perth direct staff to submit an application to the ICIP COVID-19 Resilience stream for Option # 1 being: The construction of a new Administration Office that addresses accessibility, functionality and air handling limitations of the existing building.**

**Ayes: Annamarie Murray, Murray Rose, Walter McKenzie, Doug Eidt, Cheri Bell, Steve Herold, Jeff Marshall, Cheryl Matheson, Mike Tam, and Nicholas Vink**  
**Nays: Dean Trentowsky**

**CARRIED. 10-1 on a recorded vote**

Clerk Carla Preston returned to the meeting at this time and resumed duties.

Councillor Trentowsky noted that he would like to step down from the Building Committee.

**Resolution:287/20**  
**Moved by Murray Rose**  
**Seconded by Doug Eidt**

**That Council for the Municipality of West Perth affirm the membership of the Building Committee and direct the Building Committee to continue oversight of the Administration Office project and report back to Council with updates and to obtain Council resolutions as necessary.**

**Carried.**

5. Adjournment

5.1. Motion to Adjourn

**Resolution:288/20**  
**Moved by Steve Herold**  
**Seconded by Cheri Bell**

**That the Council of the Municipality of West Perth adjourn the Council meeting at 8:45 p.m.**

**Carried.**

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Walter McKenzie, Mayor

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Carla Preston, Clerk