

Minutes of the Facilities Committee Meeting

February 3, 2016 > 3:00 – 4:00 p.m.

Fergus Teaching Room

Present: Allen Taylor (Chair), Margaret Abbink, Doug Auld, William Baxter, Guy Gardhouse and Mark MacKinnon.

Regrets: George Bridge.

Staff: Dr. Nicola Mercer, Tom Craig and Sylvia Muir (Recorder).

Guests: NONE.

1. Call to Order

A. Taylor called the meeting to order at 3:00 p.m.

2. Approval of Agenda

MOTION: “To approve the Agenda for February 3, 2016 meeting, as presented.”

Moved:	M. Abbink	
Seconded:	M. MacKinnon	CARRIED

3. Approval of Minutes

MOTION: “To approve the Minutes of the Facilities Committee meeting of November 19, 2015 – not including the Closed Session Minutes of November 19, 2015, as amended.”

Moved:	M. Abbink	
Seconded:	M. MacKinnon	CARRIED

4. Presentation(s):

- NONE.

5. Facilities Committee Report(s):

BH.03.FEB0316.R01 – Parking Spaces at 160 Chancellors Way, Guelph

Dr. Mercer reviewed the contents of BH.03.FEB0316.R01 – Parking Spaces at 160 Chancellors Way, Guelph:

- Report identifies the need to complete the project in warm weather months as paving is temperature dependent. Therefore, the project needs to take place prior to WDGPH receiving Provincial funding approvals.
- WDGPH has the monies available, in the Facilities Reserve, to complete this project if the One-Time Grant Request is unsuccessful.

(a) MOTION: “That the Facilities Committee make recommendation to the Board of Health to receive BH.03.FEB0316.R01 – Parking Spaces at 160 Chancellors Way, Guelph, as presented, for information.”

**Moved: M. MacKinnon
Seconded: M. Abbink CARRIED**

(b) MOTION: “That the Facilities Committee make recommendation to the Board of Health to authorize Senior Management to move forward with the competitive bid process for construction of fifty (50) additional parking spaces at 160 Chancellors Way, Guelph.”

**Moved: M. MacKinnon
Seconded: M. Abbink CARRIED**

6. Discussion:

Terms of Reference for Facilities Committee

- Terms of Reference for the Facilities Committee were reviewed.
- No amendments were required.

(a) MOTION: “That the Facilities Committee makes recommendation to the Board of Health to accept the Facilities Committee Terms of Reference, as presented.”

**Moved: G. Gardhouse
Seconded: W. Baxter CARRIED**

7. Correspondence:

- NONE.

8. Closed Session:

- To approve the Closed Session Facilities Committee Minutes of November 19, 2015.
- Closed Session Facilities Committee Report BH.03.FEB0316.R02 – Shelburne Space Needs.
- +VG Meeting Update.

(3:20)

MOTION: “To move into Closed Session to approve the Closed Session Facilities Committee Minutes of November 19, 2015; to review Closed Session Facilities Committee Report BH.03.FEB0316.R02 – Shelburne Space Needs; and to receive +VG Meeting Update.”

Moved:

M. Abbink

Seconded:

G. Gardhouse

CARRIED

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Closed Session

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Regrets: George Bridge.

Staff: Dr. Nicola Mercer, Tom Craig and Sylvia Muir (Recorder).

Guests: NONE.

CLOSED SESSION MINUTES TO BE PROVIDED UNDER SEPARATE COVER.

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(4:00) Returned to open session

MOTION: “To ratify the decisions made in Closed Session at the February 3, 2016 Facilities Committee meeting.”

Moved: M. MacKinnon
Seconded: W. Baxter **CARRIED**

Motion brought forward from Closed Session:

(a) MOTION: “That the Facilities Committee make recommendation to the Board of Health to begin negotiations to lease space for occupancy in October 2016.”

Moved: M. MacKinnon
Seconded: G. Gardhouse **CARRIED**

9. Standing Items:

Fergus Office:

- n/a for this meeting.

Guelph Office (Chancellors Way):

- n/a for this meeting.

Shelldale Office (Guelph):

- n/a for this meeting.

Orangeville Office:

▶ Third Floor Update:

- 2 parties are currently looking at the space.

Shelburne Office:

- n/a for this meeting.

Mount Forest Office:

- n/a for this meeting.

10. Next Meeting

- **March 2, 2015 @ 2:30 p.m. or at the call of the Chair.**

11. Adjournment

The meeting was adjourned at 4:00 p.m.

MOTION: “To adjourn meeting.”

Moved: M. Abbink
Seconded: W. Baxter

CARRIED