CITY HALL RENOVATIONS
STEERING COMMITTEE
MINUTES
Monday, October 1, 2007
Immediately Following Public Works Committee
Albion Room, Hamilton Convention Centre
One Summer’s Lane, Hamilton

Present: Councillor L. Ferguson, Chair
Councillors C. Collins, T. Whitehead

Absent with Regrets: Councillor M. Pearson – City Business

Also Present: G. Peace, City Manager
S. Stewart, General Manager, Public Works
T. McCabe, General Manager, Planning and Economic Development
G. Davis, Director, Capital Planning and Implementation
J. Mater, Director, Fleet and Facilities
J. Warner, Project Manager, Facilities
M. Strba, City Hall Consultant
C. Biggs, City Clerk’s Office

1. Call to Order/Declarations of Interest

Councillor Ferguson called the meeting to order at 11:30 p.m. and asked of there were any declarations of interest, of which there were none.

2. Approval of Previous Minutes – September 6, 2007

(Collins/Whitehead)
That the minutes of the September 6, 2007 meeting of the City Hall Renovation Steering Committee be adopted as presented. CARRIED
3. Updates – Project and Budget Updates

Gerry Davis provided the Committee with preliminary project update, project status update for August, 2007 and draft project schedule.

He reported that with respect to the budget, there were no changes from the previous presentation and that the key items are construction, consulting, furniture/fixtures and equipment, swing space, permits and contingencies. Of the $68.5 million budget, $13.6 million is committed. Budget updates will be provided to the Committee on a monthly basis.

The project status update as prepared by MHPM identified current issues and commitments from the team to meet milestones. Gerry Davis reported that department floor plans have been signed off, with Economic Development and Planning being the key tenant; emergency services/communications room is also staying at City Hall. Staff is currently reviewing the final design options and the consultant needs to meet with LACAC for Phase 1, being the interior demolition and asbestos abatement. At the November/December meeting, staff will come back with additional information.

Tim McCabe spoke to the design of the ground floor of the new City Hall, which will have a “WOW” factor, and outlined some of the ideas and design options, such as relocating the Small Business Enterprise from Jackson Square to the ground floor, which would require approximately 1500 square feet, and partnering with other business facilitators to create a one-stop shopping environment. It would also be desirable to have some tourism presence on the ground floor with multi-functional staff that could explain points of interest, with graphic displays and entertainment venues. Corporately, computer terminals may be made available so that the public can have the opportunity to be self taught in terms of processes in City Hall. There will also be a common counter for other functions; goal is to minimize the public from going floor to floor to conduct business. Also want to maintain partner for a restaurant/café on the ground floor. Staff is exploring various principles to create something exciting on the ground floor.

Councillor Collins requested that for the next meeting, staff provide a cost for the “WOW” factor for the ground floor of City Hall.

Councillor Ferguson relinquished the Chair to address this issue and stated that it is critical to use this opportunity to create a user-friendly facility.

(Ferguson/Collins)
That staff be directed to investigate the problems associated with specifying a specific vendor for the provision of restaurant/café services, and whether or not it would fit in to the concept. **CARRIED**

Councillor Ferguson resumed the Chair.
Councillor Whitehead suggested taking all staff off of the first floor and put them on the second floor as the first point of contact at City Hall.

Gerry Davis introduced Lee Strickland, Director, Project Services, Domenico Scappaticci, Senior Electrical Designer, and Paul Backewich, Senior Designer, of NORR Limited Architects and Engineers, and Ian Dance, Principal, and Peter Heyblom, Associate, with ENVISION – the hough group, to give a presentation on the additional scope items i.e., Council Chambers, Service Garage, wishbone, City Hall forecourt and security, with a view to receiving feedback.

The Committee was advised that the timeframe to make decisions on these items will be within the next four weeks.

The consultant outlined three varying scenarios for the Council Chambers, and the Committee favoured Option 1, attached as Appendix “A”. Estimated budget range of $550,000 to $750,000.

The Consultant outlined various scenarios for the Service Garage area with associated costs. Estimated budget range of $1 million to $8.5 million.

With respect to the wishbone on the second level, this provides secure access for dignitaries to City Hall. Should the wishbone not exist, where would secure access be accommodated. Estimated budget for the wishbone ranged from $500,000 to $700,000.

The consultants presented four concepts for the City Hall forecourt, including plans for a tree management plan, restoration of existing walls and stairs, paving replacement and reinforced grid pattern, restoration of water feature to winter skating/summer fountain, water bubblers in original form of old water feature and direct connection to the Art Gallery and Confederation Square. Estimated budgets for these concepts are yet to be determined.

In terms of security, the consultants are working with various departments to segregate the public areas from sensitive areas of the building. Security can be handled in three ways i.e., electronic access, electronic surveillance and monitoring point of sale areas. Staff is to provide a risk assessment list and scope for discussion at the December meeting.

The Committee was circulated with the additional scope presentation given by NORR Limited.

Councillor Whitehead requested a cost analysis for the options being proposed before making any decisions.
4. **Dates of Future Meetings**

Monday, November 5, 2007  
Monday, December 3, 2007

Both meetings will be held in the Albion Room, Hamilton Convention Centre, immediately following the Public Works Committee meetings.

5. **Other Business**

None

6. **Adjournment**

There being no further business, the meeting adjourned at 1:10 p.m.

Respectfully submitted

Councillor L. Ferguson  
Chairman

C. Biggs  
Legislative Assistant  
October 1, 2007