



**MUNICIPALITY OF EAST FERRIS  
MUNICIPAL OFFICE PROJECT/TECHNICAL ADVISORY COMMITTEE  
Minutes of June 26<sup>th</sup>, 2019 at 9:00 a.m., EFCC**

**COMMITTEE MEMBERS:** Mayor Pauline Rochefort  
Deputy Mayor Michel Voyer  
Jason Trottier, CAO  
Paul Gervais, Chief Building Official  
Greg Kirton, Manager of Planning and Economic Development  
Frank Loeffen, Fire Chief  
Antoine Boucher, Municipal Engineer  
Monica Hawkins, Clerk  
Michel Champagne, Appointed Resident  
Traven Reed, Appointed Resident

Call to order – The meeting was called to order at 9:00 a.m.

1. The agenda was approved as circulated. This was the first “Official Meeting” of the Committee. Round table introduction.
2. There was no Declaration of Conflict of Interest/Pecuniary Interest reported for this meeting.
3. Committee Terms of Reference: Circulated to the committee and reviewed.

The content of the agenda was comprised of the followings:

- Timelines
- Determine New Site for Municipal Building and Fire Hall
- Evaluation Matrix
- Draft “Municipal Office, Fire Hall and Community Infrastructure Site Selection Study”
  - Project Definition
  - Site Selection Study Methodology
  - Evaluation Matrix
  - Site Characterization
  - Analysis
  - Conclusion and Recommendation

It is the Committee’s intention to bring forward to the Council Meeting of August 13<sup>th</sup>, 2019 a recommendation for approval of building site property. There have been 5 properties identified for the possibilities of the new Municipal Building/Fire Hall. The 5 properties are:

- Existing property where the Municipal office presently stands (Municipal Planner will start a rezoning on this property immediately)
- Property on Taillefer/Corbeil Road
- 2 properties on Hwy 94 in the core of Corbeil
- Property behind the Villas, adjacent to the NBMCA

The criteria of the Evaluation Matrix will consist of: 1) Location, 2) Timing, 3) Budget and 4) Community Acceptance.

The Committee will be meeting on July 9<sup>th</sup>, 2019 in order to evaluate all identified properties. The properties will be evaluated with all concerns. We will be focusing on a Municipal Building/Fire Hall that is highly visible in the Corbeil central location, a completion date of July 2021, a Municipal Building/Fire Hall that fits within the \$3.5/4.5 MM potential budget.

In doing the study of these properties it will be determined if the Municipal Building and Fire Hall will be built on the same property or if they will be at 2 different locations.

Director of Public Works and Mayor Rochefort will be working on the evaluation template for the next scheduled meeting.

Committee discussed the new Fire Hall built in Powassan. Mayor asked Fire Chief if a building similar to the one in Powassan would meet the needs of the Department. Chief advised that he had a meeting this evening in Powassan and he would be discussing with the Powassan Fire Chief if any concern had arisen since the built. Powassan's Fire Hall was just recently built, less than 2 years ago. Chief will be reporting back to committee.

Chief Building Official will be in contact with architectural firm to discuss some of the process and preparation.

Planner will start the rezoning process on the lands where the current municipal office presently situated.

CAO and Planner will be in contact with North Bay Mattawa Conservation regarding the lands.

Monica to look into the finalization of the property from the Church for the Municipal Garage.

Meeting adjourned at 11:00 am and we will meet again on July 9<sup>th</sup>, 2019 at 9 a.m.