

Report to Municipal Services Committee (MSC)  
Meeting Date: November 25, 2024  
**Report Title: Municipal Offices Working Group**

Department: Administration  
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Position: Chief Administrative Officer  
Report #CAO-2024-15



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**RECOMMENDATION**

Be it resolved that the Municipal Services Committee (MSC) recommends to Council that the scope of work for IDEA be expanded to include the design/tender for a new build for the municipal offices, as recommended by the Municipal Offices Working Group, and as presented in MSC report CAO-2024-15.

**OVERVIEW:**

The Municipal Offices Working Group met on November 20, 2024 to discuss the design ideas for the renovation of the Chantry Offices. During the discussion the group decided that it needed to see the cost comparison for a new building.

**DISCUSSION:**

The Working Group is recommending that the Township expand the scope of work with IDEA to include the design/tender for a new building in order to compare “apples to apples” to ensure that all factors are considered when Council decides the path forward for the municipal offices.

**FINANCIAL IMPLICATIONS:**

IDEA has quoted an additional \$120,000 for the design/tender for a new building.

**ATTACHMENTS:**

None

e-signed

November 20, 2024

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Shellee Fournier  
CAO

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DATE