

## THE CORPORATION OF THE DISTRICT OF BURNABY

June 24th, 1964.

His Worship Reeve Emmott  
And Members of the Council.

Gentlemen:

Subject: Municipal Hall Alterations:

Your Committee appointed to investigate the need for additional accommodation in the Municipal Hall for various Departments has made an intensive study over the past two months of space requirements for all Departments, has interviewed all Department Heads, and reports as follows:

1. Additional office accommodation over that presently in existence is needed by

- (a) Social Service Department
- (b) Assessment Department
- (c) Parks Department
- (d) Treasury Department
- (e) Land Agent's Department

2. To accommodate the above needs the unoccupied top floor must be brought into use.
3. If work goes ahead to provide for the foregoing needs, it would be desirable at the same time to improve the work space for the Print Shop and to install a ground floor entrance direct from outdoors to the basement floor of the building.
4. The foregoing items, plus various other minor alterations are as shown on the attached study plans.
5. The estimated cost of alterations to carry out the proposals shown is -

Top Floor.....	\$49,175.00	
Main Floor.....	3,135.00	
Ground Floor.....	25,290.00	\$77,600.00
Fees.....		6,208.00
Telephone Changes.....		4,500.00
TOTAL.....		<u>\$88,308.00</u>

6. It would be desirable, in conjunction with alterations and extended use in the Hall, to provide some form of shading over the windows on the exposed east, south and west walls of the building.
7. The estimated cost of providing a form of shade screening incorporating a walkway for window washing outside of five floors on walls noted is \$51,000.00. For estimate purposes this figure can be pro-rated if shade screening with walkway were only provided for the two uppermost floors.
8. If shade screening alone, without window washing facility, were provided the above cost would be substantially lower, but maintenance cost for window washing would be greatly increased, due of course to the presence and interference of outside screens.
9. It is considered desirable to provide some extension of the present minimum night-time flood lighting of the Hall. The above figure for shade screening includes a cost for illuminating the major east elevation of the main wing opposite the Grandview Highway.

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The expanded office accommodation for those Departments listed in item #1 above is urgently needed. Your Committee therefore recommends Council approve in principle items #1 - #5 inclusive and authorize Consultants to be engaged for the preparation of final working drawings and specifications for the calling of tenders.

Your Committee is still awaiting reply from an enquiry regarding an alternate form of screening from that estimated in item #7 above, and therefore makes no recommendation at this time. The work of installing the screening is wholly external and thus does not affect the progress of work outlined in items #1 - #5.

Respectfully submitted,



Councillor C. W. MacSorley,  
Chairman, Building Committee.

Councillor E. Cafferky.

Councillor J. Dailly.

MJJ:js