



**middlesex  
centre**

*in the centre of it all*



**WE ARE  
MOVING**

**The municipal office is moving temporarily as of October 3, 2023.**

We're renovating the municipal office. During the renovations, front-desk services such as bill payments and general inquiries will be offered at the

**Komoka Wellness Centre, 1 Tunks Lane, Komoka**

from 8:30 am to 4:30pm, Monday to Friday, excluding holidays.

For all other services we ask that you call or email to arrange an appointment.

**519-666-0190 - [customerservice@middlesexcentre.ca](mailto:customerservice@middlesexcentre.ca)**

**[www.middlesexcentre.ca](http://www.middlesexcentre.ca)**

# MUNICIPAL OFFICE RENOVATION - YOUR QUESTIONS

## **What's happening at the Middlesex Centre municipal office?**

We are renovating to meet the needs of our growing municipality. The current municipal office and council chambers, built close to 40 years ago and renovated in 2003, no longer meet our operational needs.

This project will see the municipal office renovated and enlarged to create new office spaces for the building, engineering and planning departments, and a new, larger council chambers. The renovated building will incorporate today's building standards for accessibility and sustainability. By renovating the current building, the municipal office will remain centrally located within Middlesex Centre.

- **Timeline:** Construction is expected to begin in October 2023, and take 12 to 18 months.
- **Budget:** The total project budget as approved by council is \$5.7 million. As renovation costs will be covered by existing reserve funds, the project will have little to no impact on the tax levy.

We are excited about this renovation, which represents a significant long-term investment in the municipal office and will meet the needs of our community today and into the future.

## **What about the Coldstream Community Centre?**

Coldstream Community Centre will be closed during the renovation and will re-open for booking once construction is complete. Note that the Coldstream Fire Hall and Coldstream Library, located on the same property, will remain open during the renovation.

## **Where can I find the municipal front desk during the renovation?**

Municipal front desk services will move to the Komoka Wellness Centre at 1 Tunks Lane, Komoka, as of October 3, 2023. Services will be offered from 8:30 am to 4:30 pm, Monday to Friday, excluding holidays. There will be no front desk services available on October 2, 2023, in recognition of the National Day for Truth and Reconciliation.

Please call or email ahead to make an appointment if you wish to speak to a specific staff member or department in person.

## **Why do I need to make an appointment to speak to staff in person for questions about planning, roads, building, etc., during the renovation period?**

Middlesex Centre staff will be relocated to facilities across the municipality for the duration of the renovations at the main office. Making an appointment will save you time driving to the Komoka Wellness Centre only to find the staff member you wish to speak with is not working at that location.

## **Can I still send in tax or water bill payments by mail?**

Yes. Please continue to use our Coldstream address, as our mail is being forwarded. That address is: Municipality of Middlesex Centre, 10227 Ilderton Rd, Ilderton, ON, N0M 2A0

Payments can also be made through your financial institution or through pre-authorized payment. Learn more at [www.middlesexcentre.ca/billing](http://www.middlesexcentre.ca/billing).

## **Where can I find more information or get project updates?**

If you have any further questions please give us a call at 519-666-0190 or email us at [customerservice@middlesexcentre.ca](mailto:customerservice@middlesexcentre.ca).

You can find more information on our project webpage at [www.middlesexcentre.ca/office-reno](http://www.middlesexcentre.ca/office-reno) or on our social media channels.



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