

KK/
Windsor, Ontario February 21, 2014

A meeting of the **Windsor International Aquatic and Training Centre Steering Committee** is held this day commencing at 10:00 o'clock a.m. in the Jelly Fish Meeting Room, 2nd floor, Windsor International Aquatic and Training Centre, 401 Pitt Street West, there being present the following members:

Councillor Drew Dilkens, Chair
Councillor Ed Sleiman
Councillor Fulvio Valentinis

Regrets received from:

Councillor Ron Jones
Councillor Hilary Payne

Guests in attendance:

Councillor Jo-Anne Gignac
John Meunier
Barb Macedonski
Gord Wilds
Josephine Wilds
Robin Wilds

Also present are the following resource personnel:

Shelby Askin-Hager, City Solicitor
Joe Baker, Project Administrator
Scott Bisson, Manager, Family Aquatic Complex & Aquatic Services (A)
Onorio Colucci, Chief Financial Officer & City Treasurer
Helga Reidel, Chief Administrative Officer
Mary Rodgers, Corporate Marketing & Communications Officer
Don Sadler, Project Manager
Dan Seguin, Manager of Financial Accounting
Frances Isabelle-Tunks, Senior Manager Development & Geomatics
Jan Wilson, Executive Director, Recreation & Culture
Karen Kadour, Committee Coordinator

1. CALL TO ORDER

The Chair calls the meeting to order at 10:00 o'clock a.m. and the Steering Committee considers the Agenda being Schedule "A" **attached** hereto, matters which are dealt with as follows:

2. ADOPTION OF THE MINUTES

Moved by Councillor Sleiman, seconded by Councillor Valentinis,
That the minutes of the Windsor International Aquatic & Training Centre Steering
Committee at its meeting held November 15, 2013 **BE ADOPTED** as presented.
Carried.

ADDITIONS TO THE AGENDA

Moved by Councillor Sleiman, seconded by Councillor Valentinis,
That Rule 3.3 (c) of the Procedure By-law 98-2011 be waived to add the
following additions to the Agenda:

- 4.4** Delegation Barb Macedonski to provide comments on behalf of the City Centre
West Neighbourhood Association regarding the treatment of the west wall of the
Aquatic Centre
- 4.5** Confirm and Ratify an e-mail poll for an expenditure of \$1,500 for a Windsor Star
ad
Carried.

3. DECLARATIONS OF CONFLICT

None disclosed.

4. BUSINESS ITEMS

4.1 Post-Opening Update

D. Sadler reports the Adventure Bay Water Park will be closed from Monday,
February 23, 2014 to Friday, February 28, 2014, re-opening with the evening session on
Friday at 4:00 o'clock p.m. This closure will allow for the application of additional slip
resistant coating on the floors in the water park.

S. Bisson provides the following stats regarding attendance at the Adventure Bay
Water Park:

- January 18, 2014 to February 18, 2014-19,700 visits to the Water Park
- Sold 1,183 memberships in the first 31 days of opening the Water Park

In response to a question asked by the Chair regarding the closure of the food
concessions thirty minutes prior to the closure of the facility, J. Wilson responds she will
look into extending the food service hours to allow patrons to purchase a beverage and/or
food prior to closing.

The Chair indicates the cost to purchase a membership for a resident of the City of Windsor is the same for a non-resident. J. Wilson states patrons will not travel from Toronto or London to visit the Adventure Bay Water Park if there is a large differential in the fee between a resident/non-resident price. She notes the fee schedule will be reviewed by City Council on an annual basis at which time Council can provide direction.

In terms of the target number of memberships for the Water Park, S. Bisson states the budget indicated an eventual membership of approximately 3,000. The number of memberships totaled 1,183 for the first 31 days of opening. O.C. notes the market in Michigan has not been tapped with any type of advertising campaign.

Moved by Councillor Valentinis, seconded by Councillor Sleiman,

That the report of the Executive Director of Recreation and Culture dated February 13, 2014 entitled "Post-Opening Update" regarding an update on post-opening results of the Windsor International Aquatic and Training Centre and the Adventure Bay Family Water Park, presented by the Windsor Family Credit Union **BE RECEIVED**.

Carried.

4/2 Process for Remediation Required Currently and Through the Warranty Period

D. Sadler states the project has contractually reached substantial completion which was issued on January 20, 2014 through L.P. Meyer and Associates (LPMA) with the following conditions:

1. From the total contract amount of \$70,125,918.92 plus HST (inclusive of change orders) LPMA has certified successful completion of \$68,256,888.06 leaving \$869,030.86 as deferred works that will be completed as operating schedules and weather permits.
2. In addition, the City and the consultants have agreed to hold back (with concurrence from Ellis Dion/De Angelis Joint Venture) \$1.3 million pending remediation of the generally minor deficiencies that remain outstanding.

Moved by Councillor Sleiman, seconded by Councillor Valentinis,

That the report of the Project Manager dated February 14, 2014 entitled "Process for Normal Remediation Required Currently or through the Warranty Period" **BE RECEIVED** for information.

Carried.

0. Colucci reports there will be a projected final surplus of approximately \$1 million (prior to any additional enhancements). He notes the major unknown variable is the interest rates.

Moved by Councillor Valentinis, seconded by Councillor Sleiman,

That the report of the Manager, Financial Accounting dated February 14, 2014 entitled "Financial Summary Update as of January 31, 2014" which projects a final surplus of approximately \$1 million (prior to any additional enhancements the Committee may wish to consider) **BE RECEIVED** and;

That the following funding requirement from the contingency budget **BE APPROVED:**

- Heating and cooling system control panel - \$52,210.

Carried.

4.4 Consideration of Potential Enhancements

D. Sadler states the intent is to place a stretch vinyl (with any image) on the west wall of the Aquatic Centre.

In response to a question asked by Councillor Sleiman if the images on the west wall be permanent, D. Sadler responds the life span for the image is approximately 5 years after which time the image can be changed.

Councillor Valentinis asks if the Steering Committee will hear from Barb Macedonski, delegation on behalf of the City Centre West Neighbourhood Association at this time.

B. Macedonski provides the following comments as it relates to the west wall of the Windsor International Aquatic & Training Centre:

- The City Centre West Neighbourhood Association is requesting an image that is low key, striking, simple with little or no maintenance, colourful and geometric in design as their properties will view the west wall 24/7.

In response to a question asked by Councillor Valentinis regarding the process for the west wall treatment, D. Sadler reports the tender has not been put forth.

D. Sadler states as observed by staff and patrons in the water park, the large rafts for the Python slide are difficult to carry up the slide tower. A conveyer can be installed that could also carry the Master Blaster rafts. The addition of the conveyer will improve patron flow up the tower stairs, improve safety and reduce waiting times. He notes the conveyer will be custom made by Van Stone, in California and will be serviced locally.

Moved by Councillor Valentinis, seconded by Councillor Sleiman,
That the following prioritized list of enhancement and budget values for the Windsor International Aquatic and Training Centre **BE APPROVED**;

1. Share of upgraded Flooring	\$ 25,000
2. Expanded Water Park and second floor patron seating area	\$360,000
3. Slide Raft Conveyer	\$340,000

That Administration **BE AUTHORIZED** to purchase items 1 and 2 through contract amendment with the design-builder, item 3 pursuant to the sole source provisions of the Purchasing By-law, and that the funding be earmarked from the net projected savings in the various budget line items of the project;

and further, that the Vinyl Mural West Wall in the amount of \$100,000 **BE DEFERRED** to allow for administration and the City Centre West Neighbourhood Association to meet to discuss ideas and concepts for the treatment of the west wall for the Windsor International Aquatic and Training Centre.

Carried.

4.5 Confirm and Ratify E-mail Poll

It is generally agreed that the following e-mail poll conducted and approved on December 9, 2013 **BE CONFIRMED AND RATIFIED**.

Moved by Councillor Sleiman, seconded by Councillor Valentinis,

That **APPROVAL BE GIVEN** to an expenditure in the upset amount of \$1,500 for an advertisement to be placed in the Windsor Star that provides the hours and fees for the Windsor International Aquatic and Training Centre.

Carried.

5. FAMILY AQUATIC COMPLEX EXECUTIVE COMMITTEE MINUTES

Moved by Councillor Sleiman, seconded by Councillor Valentinis,

That the minutes of the Family Aquatic Complex Executive Committee Minutes at its meetings held November 4, 2013, November 13, 2013, November 18, 2013, December 2, 2013, December 9, 2013, December 16, 2013, January 6, 2014, January 13, 2014, January 20, 2014 and January 27, 2014 **BE RECEIVED**.

Carried.

6. OTHER BUSINESS

None.

7. ADJOURNMENT

There being no further business, the meeting is adjourned at 11:02 o'clock a.m.

CHAIR

COMMITTEE COORDINATOR

**AGENDA
of the
WINDSOR INTERNATIONAL AQUATIC & TRAINING CENTRE STEERING
COMMITTEE**

**Friday, February 21, 2014
10:00 a.m.**

Meeting Room, 2nd floor, Windsor International Aquatic & Training Centre

1. CALL TO ORDER

2. ADOPTION OF THE MINUTES

Adoption of the minutes of the meeting held on November 15, 2013 - *(previously distributed)*,

3. DECLARATIONS OF CONFLICT

4. BUSINESS ITEMS

4.1 Post-Opening Update

The report of the Executive Director, Recreation & Culture dated February 13, 2014 entitled "Post-Opening Update" - *attached*.

4.2 Process for Remediation Required Currently and Through The Warranty Period

The report of the Project Manager dated February 14, 2014 entitled "Process for Normal Remediation Required Currently or through the Warranty Period" - *attached*.

4.3 Financial Summary Update

The report of the Manager, Financial Accounting dated February 14, 2014 entitled "Financial Summary Update as of January 31, 2014" - *attached*.

4.4 Consideration of Potential Enhancements

The report of the Project Manager and the City Treasurer dated February 14, 2014 entitled "Consideration of Potential Enhancements" - *attached*.

5. FAMILY AQUATIC COMPLEX EXECUTIVE COMMITTEE MINUTES
Minutes of the Family Aquatic Complex Executive Committee - *attached for information*

Meeting dates - November 4, 2013, November 13, 2013, November 18, 2013, December 2, 2013, December 9, 2013, December 16, 2013, January 6, 2014, January 13, 2014, January 20, 2014 and January 27, 2014.

6. OTHER BUSINESS

7. ADJOURNMENT