

Windsor, Ontario February 7, 2013

A meeting of the **Family Aquatic Complex Steering Committee** is held this day commencing at 12:00 o'clock p.m. in the Town of Walkerville Meeting Room, 3rd floor, City Hall, there being present the following members:

Councillor Drew Dilkens, Chair
Councillor Ron Jones
Councillor Hilary Payne
Councillor Ed Sleiman
Councillor Fulvio Valentinis

Guests in attendance:

Max DeAngelis, Ellis-Don/DeAngelis Joint Venture
C.J. Rupp, Lead Architect, Hughes, Condon Marler Architects (HCMA)

Also present are the following resource personnel:

Joe Baker, Project Administrator
Onorio Colucci, Chief Financial Officer & City Treasurer
Pat Lewis, Marketing & Communications Officer
John Miceli, Executive Director of Parks and Facilities
Mike Palanacki, Executive Director Operations
Helga Reidel, Chief Administrative Officer
Don Sadler, Project Manager
Dan Seguin, Manager of Financial Accounting
Rob Slater, Executive Initiatives Coordinator
Carolanne Smith, Manager, Community Programming
Mario Sonogo City Engineer
Karen Kadour, Committee Coordinator

1. CALL TO ORDER

The Chair calls the meeting to order at 12:01 o'clock p.m. and the Committee considers the Agenda being Schedule "A" **attached** hereto, matters which are dealt with as follows:

2. **ADOPTION OF THE MINUTES**

Moved by Councillor Payne, seconded by Councillor Sleiman,
That the minutes of the Family Aquatic Complex Steering Committee meeting held December 20, 2012 **BE ADOPTED** as presented.
Carried.

3. **DECLARATIONS OF CONFLICT**

None disclosed.

4. **BUSINESS ITEMS**

4.1 The report of the Chief Financial Officer/City Treasurer dated February 6, 2013 entitled "Financial Summary Update As At January 31, 2013" is distributed and ***attached*** as Appendix "A".

0. Colucci provides an overview of the Financial Summary Update and the following highlights are noted:

- Total expenditures to date \$32.7 million
- Total project revenues to date \$13.5 million (OMAFRA Grant)
- Net project expenditures to date \$19.2 million
- Contingency balance remaining approximately \$1,203,000
- Contingency balance remaining if all of the items are approved at this meeting \$779,000

Moved by Councillor Valentinis, seconded by Councillor Sleiman,
That the report of the Chief Financial Officer and City Treasurer dated February 6, 2013 entitled "Financial Summary Update As At January 31, 2013" **BE RECEIVED**.
Carried.

4.2 **Project Manager's Update**

D. Sadler states a regular review of the construction schedule and meeting milestone dates allow that the facility will be available for the summer of 2013 to host the International Children's Games.

In response to a question asked by Councillor Payne if there will be any foreseeable delays in the construction, D. Sadler replies he does not anticipate any delays.

Moved by Councillor Jones, seconded by Councillor Valentinis,
That the report of the Project Manager dated February 1, 2013 entitled "Project Schedule Family Aquatic Complex" **BE RECEIVED.**
Carried.

4.3 Approval of Atrium Finishes

C. J. Rupp, Lead Architect, Hughes, Condon Marler Architects (HCMA) is present and provides a presentation, illustrating the atrium finishes. He notes the structural columns in the atrium will be in a maple wood wrap and the doors will also have a maple finish.

Councillor Payne states the key elements in the design of the atrium are attractiveness, durability, cost and safety. C. J. Rupp advises performance and durability are eminent when considering the design of a space. He states the fireplace will create a focal point when entering the room. M. DeAngelis reports the wall assemblies were not changed; upgrades were made to the tiles and finishes and there are no issues with safety.

In response to a question asked by Councillor Valentinis regarding where the various vending machines will be located, C. J. Rupp indicates the machines will be tucked away into niches.

Moved by Councillor Sleiman, seconded by Councillor Jones,
That the Atrium finishes upgrades for the Family Aquatic Complex for a cost of \$102,762.45 as a charge to the contingency budget **BE APPROVED.**
Carried.

4.4 Approval of Security Cameras & Location Contactors

D. Sadler states City staff responsible for the Complex reviewed (along with the architects and builders) each access point inside and outside of the building with an aim to allow controlled flow of patrons and security to non public areas. The findings of the review necessitate the increase in the number of cameras in the facility.

Councillor Valentinis suggests the wiring infrastructure be installed and to delay the purchase of the hardware (cameras).

The Chair indicates the purchase of additional security cameras was not part of the Owner's Statement of Requirements (OSR) and is essentially an enhancement.

In response to a question asked by the Chair if additional security guards will be hired if the request for additional cameras is not approved, D. Sadler states additional staff would be hired.

Moved by Councillor Payne, seconded by Councillor Sleiman,
That **APPROVAL BE GIVEN** to an expenditure in the amount of \$98,965 as a charge to the Contingency Fund for the wiring infrastructure for the Family Aquatics Complex, and further, that the purchase of additional security cameras **BE DELAYED**.
Carried.

4.5 Approval of Sliding Automatic Doors

Moved by Councillor Jones, seconded by Councillor Valentinis,
That the addition of sliding automatic doors to the lobby and from the change rooms to the pool spaces at the Family Aquatic Complex at a cost of \$59,717.82 to be charged to the contingency budget **BE APPROVED**.
Carried.

4.6 Approval of Energy Reduction/Operating Budget Reduction Initiative - Installation of Variable Frequency Drives (VFD's)

D. Sadler advises the Family Aquatic Complex has a total of 46 separate motors to operate the pool mechanical system. The Consultants Smith and Anderson and Chorley and Bissett reviewed the various sizes and use of the motors and recommended 23 of the motors would provide an energy savings payback of less than 3 years if Variable Frequency Drivers were installed.

D. Sadler notes an application has been submitted for a grant from the Ontario Power Authority (supported by Enwin) and if approved could yield over \$40,000. This grant would reduce the payback period to less than 2 years if approved.

Councillor Payne questions if the funding for the purchase of the VFD's can be derived from the operating costs.

In response to a question asked by the Chair if the potential savings over the life of the drivers can be quantified, J. Miceli responds the drives will last 10 to 12 years which is approximately \$500,000 over the life of the drives.

O. Colucci suggests a business plan that outlines the savings and funding sources to offset the cost of the drives be provided to City Council.

- Moved by Councillor Payne, seconded by Councillor Valentinis,
- I. That **APPROVAL BE GIVEN** to the purchase and installation of 23 variable frequency drives, for a total cost of \$140,222.79 for the Family Aquatic Complex contingent upon City Council approval of an alternate funding source, and
 - II. That if Council should approve the expenditure in part I. above, **APPROVAL BE GIVEN** for the CAO and the City Clerk to sign agreements with the Ontario Power Authority for energy grants.

Carried.

5. **OTHER BUSINESS**

- 5.1 Presentation by C. J. Rupp, Lead Architect discussed under Item 4.3.

6. **FAMILY AQUATIC COMPLEX EXECUTIVE COMMITTEE MINUTES**

Moved by Councillor Jones, seconded by Councillor Sleiman,

That the minutes of the Family Aquatic Complex Executive Committee at its meetings held December 3, 2012, December 10, 2012, December 17, 2012, January 14, 2013 and January 21, 2013 **BE RECEIVED**.

Carried.

7. **DATE OF NEXT MEETING**

The next meeting will be held at the call of the Chair.

8. **ADJOURNMENT**

There being no further business, the meeting is adjourned at 1:10 o'clock p.m.

CHAIR

COMMITTEE COORDINATOR

AGENDA
of the
FAMILY AQUATIC COMPLEX STEERING COMMITTEE
Thursday, February 7, 2013
12:00 p.m.
Town of Walkerville Meeting Room
3rd floor, City Hall

1. **CALL TO ORDER**

2. **ADOPTION OF THE MINUTES**

Adoption of the minutes of the meeting held on December 20, 2012-(oreviously distributed).

3. **DECLARATIONS OF CONFLICT**

4. **BUSINESS ITEMS**

4.1 **Financial Summary Update**

The report of the Project Accountant entitled "Financial Summary Update" - to be e-mailed.

4.2 **Project Manager's Update**

The report of the Project Manager dated February 1, 2013 entitled "Project Schedule Family Aquatic Complex" - attached.

4.3 **Approval of Atrium Finishes**

The report of the Project Manager dated February 1, 2013 entitled "Atrium Finishes" - attached.

4.4 **Approval of Security Cameras & Location Contractors**

The report of the Project Manager dated February 1, 2013 entitled "Security Cameras and Location Contractors for the Family Aquatic Complex" - attached.

4.5 **Approval of Sliding Automatic Doors**

The report of the Project Manager dated February 1, 2013 entitled "Sliding Automatic Doors for Lobby and Change Room Access to Pool Areas" - attached.

4.6. **Approval of Energy Reduction/Operating Budget Reduction**

Initiative - Installation of Variable Frequency Drives

The report of the Project Manager dated February 1, 2013 entitled "Energy and Operating Budget Reduction Initiative- Installation of Variable Frequency Drives" - **attached.**

5. **OTHER BUSINESS**

- 5.1 C. J. Rupp, Lead Architect, Hughes, Condon Marler Architects (HCMA) to provide a verbal update regarding potential aesthetic upgrades to the Natatorium.

6. **Family Aquatic Complex Executive Committee Minutes**

Minutes of the Family Aquatic Complex Executive Committee - **attached**

for information

Meeting dates-December 3, 2012, December 10, 2012, December 17, 2012, January 14, 2013 and January 21, 2013.

7. **OTHER BUSINESS**

8. **ADJOURNMENT**

NOTIFICATION:

Name	Address	Email Address	Telephone
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