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Windsor, Ontario July 19, 2012

A meeting of the **Family Aquatic Centre Steering Committee** is held this day commencing at 10:00 o'clock a.m. in the Town of Walkerville Meeting Room, there being present the following members:

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

Regrets received from:

Councillor Fulvio Valentinis

Also present are the following resource personnel:

Joe Baker, Project Administrator
Onorio Colucci, Chief Financial Officer & City Treasurer
France Isabelle-Tunks, Senior Manager Development & Geomatics
Pat Lewis, Marketing & Communications Officer
John Miceli, Executive Director of Parks & Facilities
Rosarma Pellerito, Financial Planning Administrator
Don Sadler, Project Manager
Mario Sonego, City Engineer
Harry Turnbull, Executive Director of Information Technology
Jan Wilson, Executive Director Recreation & Culture
Karen Kadour, (A) 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 Payne, seconded by Councillor Jones,
That the minutes of the Family Aquatic Complex Steering Committee meeting held April 20, 2012 **BE ADOPTED** as presented.
Carried.

3. ADDITIONS TO THE AGENDA

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

- 4.5 Commissioning for Family Aquatic Complex
- 4.6 Public Art at the Family Aquatic Complex
- 4.7 Letter from Connie and Madonna Strange requesting accessible amenities at the Family Aquatic Complex

Carried.

4. DECLARATIONS OF CONFLICT

None disclosed.

5. BUSINESS ITEMS

4.1 District Energy Tendering Report

- Moved by Councillor Jones, seconded by Councillor Sleiman,
- I. That Administration **BE AUTHORIZED** to act on behalf of Windsor Utilities Commission in conducting a tender for upgrades to District Energy Windsor's district chiller plant, to be fully funded by Windsor Utilities Commission; and that the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to execute an agreement and indemnification with Windsor Utilities Commission in respect of all work conducted by the City on its behalf; satisfactory in form and content to the City Solicitor; and,
 - II. That the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to execute an agreement with the successful bidder, satisfactory in legal content to the City Solicitor, in financial content to the City Treasurer and in technical content to District Energy Windsor/Windsor Utilities Commission provided that the cost falls within the Windsor Utilities Commission from time to time; and,
 - III. That Administration **BE AUTHORIZED** to purchase an air-cooled chiller as specified by District Energy Windsor/Windsor Utilities Commission engineering consultants for installation in the upgraded District Energy /Windsor district chiller plant in accordance with the Purchasing By-law, to be fully funded by Windsor Utilities Commission, provided the cost falls within the DE project budget as may be amended by Windsor Utilities Commission from time to time; and,

- IV. That the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to execute an assignment agreement between the City and EllisDon Corporation/DeAngelis Construction Inc. (acting in joint venture) assigning the contract for the upgrade of the District Energy Windsor district chiller plant to EllisDon Corporation/DeAngelis Construction Inc. (acting in joint venture), satisfactory in legal content to the City Solicitor, in financial content to the City Treasurer, and in technical content to the Project Manager; and,
- V. That Administration **BE AUTHORIZED** to carry out any other ancillary matters necessary or contemplated to bring effect to the Windsor Utilities Commission resolution of June 19, 2012; and
- VI. That Administration **REPORT** on the outcome of this process upon completion.

Carried.

In response to a question asked by Councillor Payne regarding responsibility assumed by the City for the chiller, O. Colucci responds an indemnification agreement will be required from the Windsor Utilities Commission.

4.2 Themes within the Family Fun Area Report

D. Sadler reports the Weber Group is the successful proponent who will develop the theme design with the goal of presenting the theme design and features to the Steering Committee in late summer. The theme will most likely be a tropical design.

Moved by Councillor Sleiman, seconded by Councillor Jones,
That the report of the Project Manager dated July 11, 2012 entitled "Theming for Family Aquatic Complex Water Park" **BE RECEIVED** for information.
Carried.

4.3 Financial Update

The report of the Financial Planning Administrator dated July 11, 2012 entitled "Financial Summary Update - June 30, 2012" is distributed and *attached* as Appendix "A". O. Colucci reports as of June 30, 2012, the project has incurred gross expenditures of \$9,387,980. This includes the first five progress draws for a combined total of \$7,497,117. Grants received from OMAFRA to date amount to \$5,143,498 for a net project cost of \$4,244,481 prior to corporate recoveries. He notes the project remains on budget and on schedule.

O. Colucci advises additional costs of approximately \$75,000 have been incurred under the Engineering Consulting line item related to additional soil testing of

contaminated soil in a confined area of the site. This variance and all other variances, within this line item will be funded from the contingency budget. The removal of contaminated soil is also funded from the contingency budget.

D. Sadler states the Myrtha Pool will be shipped (in pieces) from Italy at the end of August.

Moved by Councillor Jones, seconded by Councillor Payne,
That the report of the Financial Planning Administrator dated July 11, 2012 entitled "Financial Summary Update-June 30, 2012" **BE RECEIVED** for information.
Carried.

4.4 Scheduling Update

D. Sadler states the construction on site has progressed as scheduled. He notes the steel frame work will commence from north to south the week of July 23, 2012.

Moved by Councillor Sleiman, seconded by Councillor Jones,
That the Family Aquatic Complex - *Schedule A - the Project Update Report* dated June 29, 2012 and *Schedule B - Project Schedule, Summary and Milestones* dated June 29, 2012 **BE RECEIVED** for information.
Carried.

4.5 Commissioning for Family Aquatic Complex

The report of the Project Manager dated July 16, 2012 entitled "Commissioning for Family Aquatic Complex" is distributed and attached as Appendix "B".

D. Sadler indicates Smith and Andersen Engineering were retained as compliance consultants on the design, supply and installation of mechanical and engineering systems but do not perform commissioning of the equipment. He notes commissioning of the equipment is the process of testing each component of the building mechanical and electrical systems including pool equipment to ensure the specified performance is met and the overall systems are integrated, balanced and controlled by the building management system.

Moved by Councillor Sleiman, seconded by Councillor Payne,
That the Project Manager of the Family Aquatic Complex **BE DIRECTED** to call for a Request for Proposal for a third party Commissioning Agent to ensure the building systems perform and function in accordance with the Owner Statement of Requirements with funding from the overall project contingency.
Carried.

4.6 Public Art at the Family Aquatic Complex

"The Corporation for the City of Windsor Event Plan - Public Art at the FAC July 2012" is distributed and ***attached*** as Appendix "C".

P. Lewis reports children attending day camps will create murals to affix to the fencing around the Family Aquatic Complex site. The City of Windsor will provide the plastic board for the art, but each group will provide creativity, brushes and water resistant paint for the artists. All murals must expand on the theme of what youth hope to enjoy in the new aquatic facility.

Moved by Councillor Jones, seconded by Councillor Payne,

That the report of the Marketing & Communications Officer relating to the "Swimmers and Day Campers Paint the Fence" initiative at the Family Aquatic Complex **BE RECEIVED** for information.

Carried.

4.7 Letter from Connie and Madonna Strange requesting accessible amenities at the Family Aquatic Complex

The presentation to the Windsor Accessibility Advisory Committee including the letter from Connie and Madonna Strange requesting accessible amenities at the Family Aquatic Centre is distributed and ***attached*** as Appendix "D". Connie and Madonna Strange (sisters) have disabilities caused by Cerebral Palsy and are requesting the following accessible features at the Family Aquatic Complex:

- Ramps with railings leading into the pool
- Accessible hot tub areas
- Ramps to go deep enough into the water to allow for flotation in and out of reclining adjustable waterproof chairs
- Small underwater benches with hand rails to allow independent sitting
- Handrails in the water where people can stand independently.
- Adjustable walking bars that allow therapy and freedom of motion
- Staff trained and familiar with use of the equipment
- Accessible change area (for both genders and ages)
- Ceiling lifts in the change area
- Accessible washrooms including safety rails that can be height-adjusted for bathroom use.
- Spacious washrooms to allow for support people and equipment including wheelchairs and pool chairs.
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D. Sadler indicates a state of the art lift that can accommodate more than 400 pounds will be installed in the natatorium pool. He notes there will be a lift into the therapy pool with railings on both sides leading into the water.

D. Sadler suggests a lift be installed in the change room, however, the approximate cost ranging from \$60,000 to \$100,000 is not within the overall budget. He states the lift may be acquired through a donation or from the Windsor Accessibility Committee Capital Fund.

Moved by Councillor Sleiman, seconded by Councillor Jones,
That the Project Manager **BE REQUESTED** to investigate the cost of a lift and the structural reinforcement for the lift for the Family Accessible Change Room and to report back.

Carried.

J. Wilson advises in a recent media release, it was announced the Windsor/Essex County Sports Hall of Fame (WECSHOF) will be housed in the Family Aquatic Complex and will feature digital displays, sports artifacts and renderings of its honoured members. She notes the WECSHOF group has a fundraising goal of \$300,000.

In response to a question asked by Councillor Jones, regarding if there is a plan if WECSHOF initiative does not transpire, the Chair responds it is not an issue as there are no cost to the City.

5. **OTHER BUSINESS**

None.

6. **ADJOURNMENT**

There being no further business, the meeting is adjourned at 10:50 o'clock a.m.

CHAIR

(A) COMMITTEE COORDINATOR

AGENDA
of the
Family Aquatics Centre Steering Committee Thursday, July
19, 2012
Town of Walkerville Meeting Room, City Hall
10:00 o'clock a.m.

1. **CALL TO ORDER**

2. **ADOPTION OF THE MINUTES**

Adoption of the minutes of the meeting held on April 20, 2012- *(previously distributed)*.

3. **DECLARATIONS OF CONFLICT**

4. **BUSINESS ITEMS**

4.1 **District Energy Tendering Report**

Report of the Manager, Purchasing and Risk Management dated July 4, 2012 entitled "District Energy Chiller Upgrade" *attached*.

4.2 **Themes within the Family Fun Area Report**

The report of the Project Manager dated July 11, 2012 entitled "Theming for Family Aquatic Complex Water Park" - *attached*.

4.3 **Financial Update**

The report of the Financial Planning Administrator entitled "Financial Summary Update -June 30, 2012" - *to be e-mailed*.

4.4 **Scheduling Update**

The report of the Project Manager dated July 11, 2012 entitled "FAC Update - June 2012" - *attached*.

5. **OTHER BUSINESS**

6. **ADJOURNMENT**