



MINUTES
REGIONAL RECREATION CENTRE STEERING COMMITTEE (RRCSC)
Monday, November 21, 2011
10:00 a.m. Basement Boardroom, City Hall

- MEMBERS PRESENT:** Councillor Jim McManaman, Chair
Mayor Deborah Haswell
Councillor David Adair
Councillor Jan Chamberlain
Councillor Bill Twaddle
Michael Warren, Family Y Board Appointee
Evelyn Dean, Family Y President, Board of Directors
- ABSENT/REGRETS:** Mayor Francis Richardson, Municipality of Meaford
Brian Dean, Family Y Vice President, Board of Directors
Councillor Ryan Thompson, Township of Georgian Bluffs
- GUESTS:** Kim Williams, Family Y Centre Manager
Al Nightingale, Family Y Facilities Manager
Doug Brier, Family Y Treasurer
- STAFF PRESENT:** Ruth Coursey, City Manager
Gayle Graham, Family Y CEO
Brad McRoberts, Director of Operations
Wayne Ritchie, Director of Finance
Sharon Edwards, Recording Secretary

1. CALL TO ORDER – 10:04 a.m.

Chair McManaman called the meeting to order.

2. ADDITIONAL ITEMS

The Director of Finance - Verbal Update on GBE Financing.

3. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF FOR MATTERS LISTED ON THE AGENDA.

None.

4. CONFIRMATION OF MINUTES

Moved by Michael Warren

“THAT the Regional Recreation Centre Steering Committee approve the minutes of the meeting held on September 19, 2011.”

Carried unanimously.

Mayor Haswell entered the meeting at 10:10 a.m.

5. BUSINESS ARISING

a. Action Items

The 'Action Item' list was reviewed and updated by Committee.

6. CORRESPONDENCE

7. MANAGEMENT UPDATE

Brad McRoberts reported that the project is 85% completed and is progressing well. The pool is the project's main critical path item as it is a detailed process for testing and completion.

Council, Y Board Members and Committee members attended a site tour on November 8.

The Building Canada Fund – Communities Component deadline extension of October 31st for us to spend 32.6 million project dollars has been met.

Committee will review the date for the grand opening in February 2012. The Joint Management Team will start the research for recreation centre opening options.

8. PROJECT UPDATE

a. Report: Project Contingency Allowance

The Director of Operations reported that the original contingency is spent. The project is 85% complete. It is estimated that \$190,000 in contingency is required to complete the remaining 15% of the project.

It was noted that there is 1.0 mil dollars allocated to the project budget for equipment.

There will be a final tally at the end of the project to determine what the debenture amount should be. The City has always intended to fund its share of the RRC building costs from the interest earned on the Georgian Bay Energy Sale Reserve. As the amount of interest earned on the reserve is limited to approximately \$700,000 per year, the length of term on the final amount borrowed will be adjusted to accommodate total annual repayments to match.

Moved by Jan Chamberlain

"THAT the Regional Recreation Centre Steering Committee receive the Project Contingency Allowance report dated September 19, 2011, as amended from the Director of Operations, and further;

THAT the Regional Recreation Centre Steering Committee recommend to Council that the Project Construction Contingency Allowance be increased by \$190,000."

Carried unanimously.

b. Report: Construction Budget Status

Chair McManaman congratulated staff on reducing the project overage from the starting point in May 2010 of 1.8 mil dollars. The overage amount is now reduced to \$200,000.

Chair McManaman noted that we do not (as of this date) have a final fundraising figure and contribution commitment from the other municipalities. The Chair also stated that if the goals are not met, the Family Y and the City will have a joint responsibility to resolve financing issues, as stated in the MOU.

The Director of Finance summarized that from an accounting perspective, we require the final project tally in order to determine the financing figure (the net difference) for our debenture using the GBE interest over an estimated 15-20 years. It is anticipated that the increase in the contingency allowance and the project overage amount would add approximately nine months to the term of the debenture using the Georgian Bay Energy Interest.

The Director of Finance re-emphasized that the City has always intended to fund its share of the RRC building costs from the interest earned on the Georgian Bay Energy Sale Reserve. As the amount of interest earned on the reserve is limited to approximately \$700,000 per year, the length of term on the final amount borrowed will be adjusted to accommodate total annual repayments to match.

Councillor Twaddle left the meeting at 10:56 a.m.

Evelyn Dean requested that a status report be written that outlines the scope of range of long term liability. This report will be presented to the JMT.

Moved by Michael Warren

"THAT the Regional Recreation Centre Steering Committee note and receive the Construction Budget Status report dated September 19, 2011, as updated from the Director of Operations."

Carried unanimously.

c. Report: KIOSK Proposal

The Director of Operations reported that the RFP for the KIOSK was issued August 29, 2011 and closed October 11, 2011. One proposal was received. Upon consultation from the JMT and Architect Team, a recommendation was made.

Moved by Mayor Haswell

"THAT based upon the report from the Director of Operations entitled Kiosk Proposal, the Regional Recreation Centre Steering Committee not accept the proposal received from the Treasure Bay Café, and further;

THAT the consideration be given to re-issuing the RFP at a later date."

Carried unanimously.

Mayor Haswell left the meeting at 11:31 a.m.

Committee no longer has quorum.

d. Report: Audio/Visual System Proposals RFP11-15

The Director of Operations reported that staff from both the YMCA and the City have undertaken, through the consulting services of Sherwood Systems Inc, the specification and required audio/visual system (AV) for the RRC. The RFP was issued on September 29, 2011 and closed October 20, 2011.

Moved by Michael Warren

"THAT the Regional Recreation Centre Steering Committee, based upon the report from the Director of Operations dated November 21, 2011, entitled Audio/Visual Systems Proposal accept the proposal from Ridge Communications/Have1.com."

Carried unanimously.

9. ARCHITECT UPDATE (none)

10. FUNDRAISING COMMITTEE UPDATE – Michael Warren

Michael Warren reported that he would provide a full update from the Fundraising during the in camera meeting.

11. RESOLUTION TO MOVE IN CAMERA

Moved by Michael Warren

"THAT the Regional Recreation Centre Steering Committee move In Camera to deal with personal matters about an identifiable individual including municipal or a local board employees."

Carried unanimously.

12. OTHER BUSINESS

a. Opening Celebration of RRC

Opening discussions will come back to the Committee for discussion in December.

b. Meeting Dates

Committee will meet on December 19th or at the call of the chair. Meetings will be scheduled for the 3rd Monday of the month January 2012 to June 2012.

13. ADJOURNMENT

The Committee adjourned at 12:20 p.m.

14. NEXT COMMITTEE MEETING – December 19, 2011, 10:00 a.m.