

Integrated Facility Project

CHI/PACC

MINUTES

Thursday, May 7, 2009

7:30 AM at City Hall in City Hall Board Room

Present: Peggy Clark, Rita Clarkson, Colleen Hart, Sandra Kurylo, Dave Mitchell, Sandy Wightman, Vanbots Construction, Greg Scott, Darrell Zbeetnoff, David Pollock, Sandra Kurylo, Len Fowler

1. Follow up on Width of lane between the two buildings - The Fire Chief is ok with the width.

(DP) the Arena staff will have to have a semi reverse at other end as the semi won't be able to turn around.

(RC) Zamboni issue was discussed and RC indicated that the Ice Pit was on the south side of the Arena.

Trees – They will be a maximum of 7 feet away and the trees will not be affected by the moving of the building four feet.

There is a 27 foot cedar, and a 30 foot fir.

There is a four feet set back, required from the 27 foot cedar.

2. Summary of AGM from PACC
 - * The MLA Gordon Hogg presented the project
 - * The understanding is that the PACC will need to trade kitchen standard for the ability to have six sheets
 - * The PACC is aware that the project needs to stay on budget of \$6.5 million
 - * They are aware that the six sheets of ice is a Council decision.
3. Follow up with MRIF. PC has to resubmit the final drawings
4. Follow up on six sheets
 - Preliminary structural & mechanical design is required. These will uncover key concerns
 - The refrigeration plant needs to be moved and this will effect the cost
 - Revised pricing needs to be done in 2 weeks
 - Pricing will be made available by May 25th by Vanbots
 - PACC indicated exam finish May 21 and the building is then available
 - Discussion took place and firm prices will be requested for 4 and 6 sheet options.
 - City of White Rock tender policy needs to be adhered to by Vanbots
 - LF talked about risk factor. If we are over budget what are we going to cut?

- LF stated that the PACC needs to re-do their operating budget and the PACC needs to ensure that there is a demand for the 6 sheets of ice. The PACC stated that they are currently doing this. Revenues will pay for the increased size of the facility.
- SW six sheets curling will be used and SW is in favor of the six sheets
- Vanbots stated that it will be difficult to meet the budget constraints even with the four sheet option
- Vanbots stated that there needs to be an increase in the contingency.

There needs to be a very clear list of what will be cut if we are over budget. This should be done and there needs to be a motion of approval by the Steering Committee for that list.

Kasian has been given the dimensions for a proper sized four sheet curling club and this needs to be used. Correct length and width need to be confirmed for Vanbots by PACC.

5. Discussion re going to Council: It was decided that it is important to go to Council prepared and with a complete presentation. The Steering Committee made a decision to go to the May 25th Council meeting.

Sandra Kurylo will review the exact budget figures with Jackie Smith.

Discussion took place on the project and DM, LF, both indicated that the presentation to Council needs to be very complete.

Operating agreements are a concern for Council because of financial liability and SW agreed that these need to be worked on soon so that everyone has confidence in the operation of the Integrated Facility.

SK requested that discussion take place on how will cost over runs will be handled

The Contribution agreement has been signed and it needs to be revised based on the Build Canada Grant.

RC asked if the refrigeration plant can be located in the Operation- Parks side as there will be no room to move further north towards the Arena.

DP stated that the refrigeration plant can be accommodated in the Parks storage area.

6. Communication and Key Messages

The key message and all communication in the future needs to be signed prior to distribution. The people who need to sign are City, PACC, FHA and PAHCHF.

7. Project Manager

One day a week 15 months is \$85,000 for a project manager. A specific individual who is familiar with could do the work 416 hours @ \$40,000. The Steering Committee is fine with proceeding with this option. The Terms of Reference need to be written for this position and it needs to commence as soon as possible. The

Terms of Reference need to be brought back to the Steering Committee for approval.

Next Meeting date was set for Thursday, May 21st at 7:30 am at City Hall but it has been changed to Friday May 22nd at 3:00 pm at City Hall