

Integrated Facility Project

CWR/CHI/PACC

Meeting of the Steering Committee

MINUTES

Monday, September 29th, 2008

9:00 a.m. at City Hall

Present: Peggy Clark, David Pollock, Laurie Gould, Dave Mitchell, Rita Clarkson, Jack Finnboganson, Sandra Kurylo

Absent: Darrell Zbeetnoff, Replacement is Jack Finnboganson

1. Contribution and Management Agreement:
 - The final copy of the Contribution and Management Agreement needs to be signed by all committee members.
2. MRIF Grant:
 - MRIF grant has now been signed with the City.
 - The City will administer the funds on behalf of the PACC.
3. Laurie Gould:
 - Laurie Gould updated the Steering Committee on the Consultant, Kevan Tishaw who is completing the Service Agreement. The draft high level overview will be circulated to the Steering Committee.
 - Peggy Clark would also like to meet with Kevan Tishaw.
4. Fraser Health Authority:
 - FHA paid for the contract for the Service Model.
 - The next step will be the Operating Model.
5. Architects:
 - The Architects are meeting with David Pollock and the Charter for the project is being completed. This will define the expectations of the parties and the scope of the work. The Charter will be circulated by October 3rd, 2008.
6. Working Group:
 - The working group will meet a second time with the Architects on Monday October 6th and the group will set up regular meetings.
 - Minutes from the working group will be circulated by David Pollock to the Steering Committee.
 - The working group members are: Rita Clarkson, David Pollock, Dylan Chipperfield, George Cawdry, Greg Scott, Murray Sereda and Jackie Smith.
 - The PACC needs to provide David with the information as to the work required on the PACC ice side, such as roof, refrigeration, electrical, etc.
 - Working group will approve concept drawings that will come back to the Steering Committee for approval by October 27th.

7. City of White Rock will be owner of the facility. Fraser Health Authority will possibly be the leasee of the space.
8. The following will be on the Agenda for the October 27th meeting:
 - ✓ Concept Drawings
 - ✓ PACC costs for the ice side...
 - ✓ Service Model

Next Meeting Date October 27th, 2008 at 8:30 am at City Hall.