

MINUTES
THORNDALE COMMUNITY CENTRE MASTER PLAN
ADVISORY COMMITTEE
TUESDAY, OCTOBER 29, 2019
2:00 P.M., LIONS ROOM, THORNDALE COMMUNITY CENTRE

PRESENT: R. Muir, Chair/Community Representative
D. Graham, Vice-Chair/Community Representative
L. Jones, Community Representative
K. Elliott, Member/Council Representative
T. Heeman, Member/Council Representative
M. Henry, Director of Community Services & Facilities/Staff Representative
S. Henshaw, Recording Secretary

The Chair called the meeting to order at 2:10 p.m.

1. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

No pecuniary interests were disclosed at this time.

2. APPROVAL OF PREVIOUS MINUTES

(A) **August 28, 2019, regular meeting minutes.**

Moved by: K. Elliott

Seconded by: R. Muir

(Resolution #TCCMPAC-33-2019)

RESOLVED THAT the minutes of the Thorndale Community Centre Master Plan Advisory Committee held on August 28, 2019, be adopted. Carried.

3. PRESENTATIONS/DELEGATIONS – None.

4. REPORTS OF STAFF – None.

5. CORRESPONDENCE

(A) **Arden McClean, I Love Thorndale, re: Youth Hangout in Thorndale**

The Director of Community Services & Facilities verbally explained that a group of teenagers are interested in establishing a youth hangout in Thorndale.

The following was discussed:

-Physical attributes of the new Community Centre have already been determined, prior to the submission of this correspondence

-Teenagers are welcome to schedule a delegation with Council

Moved by: R. Muir
Seconded by: K. Elliott
(Resolution #TCCMPAC-34-2019)

RESOLVED THAT the Thorndale Community Centre Master Plan Advisory Committee receive and file correspondence from Arden McClean of I Love Thorndale, regarding a Youth Hangout in Thorndale. Carried.

6. COMMITTEE BUSINESS

(A) **Review of submissions for Request for Proposal TC-009-19 – Thorndale Community Centre.**

Director of Community Services and Facilities, M. Henry verbally reported there were six (6) Request for Proposal (RFP) TC-009-19 submissions, with each proposal containing two sealed envelopes – one for design and warranty, and one for pricing and completion date.

M. Henry advised the first sealed envelope of each of the six submissions containing design and warranty were opened and reviewed in front of all six (6) contractors on October 18, 2019, for the purpose of assessing the completeness of content only.

The Committee reviewed and graded the six (6) Request for Proposal (RFP) TC-009-19 submissions, based only on presentation, design and warranty.

There was discussion for each submission with respect to all four factors of design, warranty, price and completion date being the main criteria in accepting the appropriate bidder. The sealed pricing and completion date envelopes of each of the six submissions were then opened and reviewed by the Committee.

Moved by: K. Elliott
Seconded by: D. Graham
(Resolution #TCCMPAC-35-2019)

RESOLVED THAT based on design, warranty, price and completion date being the four main criteria for accepting the appropriate bidder of the Request for Proposal (RFP) TC-009-19 submitted to the Thorndale Community Centre Master Plan Advisory Committee, MCI Design-Build Corporation will be recommended to Council for award of the project. Carried.

7. UNFINISHED BUSINESS

(A) **Potential Fundraising for the Community Centre**

i. Formation of Fundraising Subcommittee (D. Graham & L. Jones)

Vice-Chair/Community Representative D. Graham informed the Committee that the Fundraising Subcommittee, as established at the August 28, 2019 meeting of the Thorndale Community Centre Master Plan Advisory Committee, has been formed with the following members: Dave Graham, Larry Jones, Melanie Sorensen, Patti Kemp and Jim Poel. D. Graham further advised that the subcommittee has not yet held its first meeting.

There was some discussion regarding the following:

- Fundraising
- An additional subcommittee to be formed in future for building and construction

Moved by: L. Jones

Seconded by: R. Muir

(Resolution #TCCMPAC-36-2019)

RESOLVED THAT the Thorndale Community Centre Master Plan Advisory Committee (TCCMPAC) established the TCCMPAC Fundraising Subcommittee at its regular meeting held on August 28, 2019;

AND THAT the written report regarding formation of committee members by TCCMPAC Fundraising Subcommittee, be received and filed;

AND THAT the TCCMPAC Fundraising Subcommittee shall consist of the following members:

- Dave Graham
- Larry Jones
- Melanie Sorensen
- Patti Kemp
- Jim Poel;

AND THAT D. Graham be appointed to Chair of the TCCMPAC Fundraising Subcommittee. Carried.

8. NEW BUSINESS – None.

9. SCHEDULING OF MEETINGS

Upon consensus, the Committee canceled the next scheduled meeting on November 13, 2019 at 9:00 a.m.

The next meeting is scheduled to be held on December 18, 2019 at 9:00 a.m in the Lions Room at the Thorndale Community Centre, located at 265 Upper Queen Street in Thorndale.

10. ADJOURNMENT

There being no further business to discuss, it was:

Moved by: T. Heeman
Seconded by: K. Elliott
(Resolution #TCCMPAC-37-2019)

RESOLVED THAT the meeting adjourn at 3:45 p.m. Carried.

Original signed by:

Raeanne Muir, Chair

Original signed by:

Sara Henshaw, Recording Secretary