

**MINUTES**  
**FLIGHTEXEC CENTRE EXPANSION AD HOC COMMITTEE (FCEAC)**  
**MONDAY, FEBRUARY 6, 2023**  
**11:00 A.M., COUNCIL CHAMBERS, MUNICIPAL OFFICE**

PRESENT: S. McMillan, Council Representative  
D. Lockie, Council Representative  
P. Hunter, Community Representative  
A. Marr, Community Representative  
M. Murray, Community Representative  
J. Smith, Community Representative  
S. MacDonald, Director of Community Services and Facilities, Staff Representative  
T. Garrett, Recording Secretary

ABSENT WITH REGRET:

A. Warwick, Community Representative  
D. Brown, Parks and Facilities Supervisor, Staff Representative  
K. Gress, Senior Centre Coordinator, Staff Representative

The Director of Community Services and Facilities called the meeting to order at 11:00 a.m.

1. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

No pecuniary interests were disclosed.

2. ELECTION OF CHAIR

(A) **Nominations for Chair.** The Director of Community Services and Facilities called for nominations for the Chair position of the FlightExec Centre Expansion Ad Hoc Committee and the following person was nominated: S. McMillan. It was:

Moved by: A. Marr  
Seconded by: P. Hunter  
(Resolution # FCEAC-001-2023)

THAT the nominations be closed, and that S. McMillan be appointed as the Chair of the FlightExec Centre Expansion Ad Hoc Committee. Carried.

3. ELECTION FOR VICE-CHAIR

(A) **Nominations for Vice-Chair.** The Chair called for nominations for the Vice-Chair position of the FlightExec Centre Expansion Ad Hoc Committee and the following person was nominated: D. Lockie. It was:

Moved by: P. Hunter  
Seconded by: A. Marr  
(Resolution # FCEAC-002-2023)

THAT the nominations be closed, and that D. Lockie be appointed as the Vice-Chair of the FlightExec Centre Expansion Ad Hoc Committee. Carried.

4. PRESENTATIONS/DELEGATIONS

None.

5. REPORTS OF STAFF

- (A) **Introduction of Committee Members.** To help the FlightExec Centre Expansion Ad Hoc Committee get acquainted, the Chair asked everyone to introduce themselves.
- (B) **Review Terms of Reference.** The FlightExec Centre Expansion Ad Hoc Committee reviewed the Terms of Reference and had no questions.
- (C) **History of this Project to Date.** The Director of Community Services and Facilities provided a verbal report regarding the history of the project to date, including:
- Funding
  - VON involvement
  - Work of previous committee, including the RFP and submissions
  - \$7,685,000.00 is approved in the budget, but when other fees are considered the budget for the design-build is projected to be 6,400,000.00.

6. COMMITTEE BUSINESS

- (A) **Discuss Next Steps.** Committee members inquired about examining the preferred bid from the initial RFP process in its entirety. Municipal staff advised this could be done by going into a closed session.

It was:

Moved by: D. Lockie  
Seconded by: P. Hunter  
(Resolution # FCEAC-003-2023)

THAT the FlightExec Centre Expansion Ad Hoc Committee go into a closed session pursuant to Section 239(2)(i) of the Municipal Act. Carried.

- (B) **Committee Recommendation for Council's Approval of Next Steps.**

Moved by: A. Marr  
Seconded by: D. Lockie  
(Resolution # FCEAC-004-2023)

THAT the FlightExec Centre Expansion Ad Hoc Committee adjourned its closed session. Carried.

Section 219(b)(i) of the Municipal Act, being, “*a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization*” in order to examine the preferred bid from the initial RFP process in its entirety.

Moved by: M. Murray  
Seconded by: D. Lockie  
(Resolution # FCEAC-005-2023)

THAT the FlightExec Centre Expansion Ad Hoc Committee direct the Director of Community Services and Facilities to begin negotiations with MCI Design-Build Corporation for a design-build project agreement;  
AND THAT the project include expansion of the Senior Centre, expansion of the space rented to VON Elgin-Middlesex and improvements to the auditorium;  
AND THAT the project remain within the 2023 capital budget of \$7,685,000.00. Carried.

7. CORRESPONDENCE

None.

8. UNFINISHED BUSINESS

None.

9. NEW BUSINESS

None.

10. SCHEDULING OF MEETINGS

After discussion amongst the committee members regarding the 2023 meeting schedule, it was:

Moved by: P. Hunter  
Seconded by: M. Murray  
(Resolution # FCEAC-006-2023)

THAT the following schedule of the FlightExec Centre Expansion Ad Hoc Committee meeting dates for the 2023 calendar year be approved:

Thursday, March 2, 2023, at 11:00 a.m.  
Thursday, March 23, 2023, at 11:00 a.m.  
Thursday, April 20, 2023, at 11:00 a.m.  
Thursday, May 25, 2023, at 11:00 a.m.  
Thursday, June 22, 2023, at 11:00 a.m.  
Thursday, July 20, 2023, at 11:00 a.m.  
Thursday, August 24, 2023, at 11:00 a.m.  
Thursday, September 21, 2023, at 11:00 a.m.  
Thursday, October 19, 2023, at 11:00 a.m.  
Thursday, November 23, 2023, at 11:00 a.m.  
Thursday, December 21, 2023, at 11:00 a.m.

noting that such dates and times may be subject to change and that the meetings will be held in the Council Chambers at the Municipal Office located at 4305 Hamilton Road, Dorchester. Carried.

12. ADJOURNMENT

There being no further business to discuss, it was:

Moved by: D. Lockie  
Seconded by: P. Hunter  
(Resolution # FCEAC-007-2023)

THAT the meeting adjourn at 11:51 a.m. Carried.