

Mariners Center Expansion Board

Position description

POSITION OVERVIEW

Thank you for your interest in the Mariners Center Expansion! If you are reading this, that means you are interested in participating in the future planning of the expanded facility, and we are honored to have you consider our position.

The Mariners Center Expansion Committee (or MCEB) is looking for a dedicated volunteer that is committed to participating in the major decisions of the expansion. The successful applicant shall join the elected and appointed board as a voting member, which are:

Nicole Albright, Chair (Municipality of the District of Argyle, or Argyle)

Gil Dares, Vice Chair (Town of Yarmouth, or Town)

Darcy DeSutter (Mariners Center Board)

Nick Hilton, Member (Municipality of the District of Yarmouth, or MODY)

Community representative (Vacant, this could be you!)

Members Steve Berry (Town), Patti Durkee (MODY) and Danny Muise (Argyle) shall act as alternates to the elected officials and shall be a voting member only in the absence of the members listed above.

The term of service shall be completed at the end of the construction of our new facility, which is estimated to be October 2025.

Overview of the Mariners Center Expansion Board

The purpose of this board is to ensure that the three municipal councils work together and alongside the community representatives. The MCEB shall provide project approvals within a pre-determined budget and within the pre-approved scope. Please review the governance structure Diagram attached which shows all the groups and committees involved in this project.

MARINERS CENTER EXPANSION BOARD

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The board provides oversight of the project and relies on the Expansion Project Committee (EPC) to deal with the day-to-day management and decision making. The MCEB has the mandate to approve the following:

- Funding for design phase to prepare tender ready documentation.
- Review of design submissions, stakeholder feedback and Expansion Planning Committee (EPC) responses. (The Architect shall submit two design options initially, with a final submission).
- Request to issue tender, (upon satisfactory completion of the design review)
- Request to award tender (within pre-approved budget)
- Development and management of external communications plan, (lead communications up to Councils, down to the EPC and out to the public)
- Receive stakeholder concerns and community concerns regarding the project.
- Regular contact and presentation from the Fundraising Committee.
- Federal and Provincial government approvals if required.
- Act as oversight on project issues where EPC cannot reach consensus.
- Engage auditors for the completion of the Final Audit of the project.
- Bring design review drawings (33%, 66%, and 99%) to Council for comments and consideration back to the MCEB. (Conceptual preliminary design will include all councilor input, led by Colliers).

Linking the work of the MCEB and the EPC

The MCEB shall be informed of the day-to-day operational work of the EPC. This group will consist of professionals in the field of accounting, engineering, and project management. This group shall engage and work alongside our Prime consultant, project managers and other subcontractors on the planning and execution of the project.

The MCEB oversees their work and provides approval at important levels of the project.

Interested applicants shall fill in the application form and send to Chantalle Newell at cnewell@munargyle.com for consideration. Thank you for your interest in improving our region.