



October 1, 2012

**City Council
Committee Report**

To: Mayor and Council

Fr: Colleen Neil, Recreation Services Manager

Re: Proposed Event Center Committee Terms of Reference

Recommendation:

That further to Council approving the establishment of an Event Centre Committee at its September 17, 2012 meeting, approval is hereby given to give three readings to a by-law to authorize a Terms of Reference for the City of Kenora Event Centre Committee.

Background:

At the September 17, 2012 Council meeting a motion was ratified – “**That** Council approves the establishment of an Event Centre Committee”. Council appointed a special Committee of Council to determine the feasibility and prepare an implementation plan, based on a defined business plan, for an Event Centre as an addition to the Kenora Recreation Centre for the City of Kenora. This committee has been formalized via Council resolution.

The purpose of the to committee is to act as the steering committee in the development of a business plan for the an Event Centre addition to the Kenora Recreation Centre. This committee will assist in the preparation of information and documentation required for potential private sector partnership and funding from senior levels of government. Such documents may include estimated capital costs, business pro-formas and city sources for funding, role of sport and entertainment that is within the mandate of the City of Kenora, role of public-private partnerships, estimated operating cost review, functional program revenue, user requirements and commitments, owner requirements and tenant lease options.

Those interested in applying to the committee should have an interest, experience and background in one or more of the following: Community Development, Building and Construction, Project Management, Fund Raising, Financial Planning, Marketing and Promotion.

The proposed committee shall consist of 7 members which shall include a member of Council and the term for all members appointed by City Council will be the period from December 2012 to the end of this term of council 2014.

Budget:

N/A

Communication Plan/Notice By-law Requirements:

N/A