



Kenora Event Centre Committee Minutes

Tuesday, July 30, 2013
5:30 p.m.

Kenora Recreation Centre Meeting Room

ACTION

PRESENT: Chris Van Walleghem, Co-Chair
Mike Dietsch, Co-Chair
Rory McMillan, Councilor
Ruth Illman
Laci Dingwall
Colleen Neil, Recreation Manager
Megan Derouard, Recreation Programmer
Heather Lajeunesse, Deputy Clerk
Kerri Holder, Administrative Assistant

REGRETS: Judy Bain

Mike Dietsch called the meeting to order at 5:31pm.

A. Declaration of Pecuniary Interest & the General Nature Thereof:

1) On Today's Agenda

2) From a Meeting at which a Member was not in Attendance

There were none declared.

B. Confirmation of Minutes:

Moved by R. Illman, Seconded by L. Dingwall & Carried:-

That the Minutes of the last meeting of the Kenora Event Centre Committee meeting held July 4, 2013 be confirmed as written and filed.

It was noted that the July 4th Minutes should note that two quotes for price of project management were being pursued. It was also clarified that the Sprung sales representative was interested in meeting with Event Centre Committee. This meeting will be reviewed at a later date when considering the building design type.

It was confirmed that the e-mail to the facilitated public meeting attendees will be sent out by this Friday. The final Event Centre Expansion document is ready for distribution now and Laci will e-mail a copy to the Committee members. All agreed that having the Event Centre Expansion document on the website for the public to review would be favourable. Kerri to post on website.

C. Neil

L. Dingwall

K. Holder

C. Items:

1. Council Presentation Update

Mike reported that all went well with the presentation at the July 9th Committee of the Whole meeting. Most of the questions proposed by Council were straight forward and both Mike and Chris were able to provide answers. It was agreed that Council continues to support the mandate of the Committee and that the Committee will move forward with no change to the mandate. It was noted that the Committee needs to continue to provide ample information to Council to maintain their support.

2. Next Steps

It was agreed that looking into a project management company is the next step for the Committee. There was discussion about funding options if a project management company were to be involved. Financing options need to be presented to Council for their approval in order to determine this next step. Colleen to prepare a report and recommendation to Council for next Committee of the Whole meeting. If Council approves the recommendation it was agreed that the next step will be to prepare Request For Proposals to secure a project management company. There was discussion of transparency, time lines and what protocols need to be followed when publicly requesting proposals. Colleen will work with the Economic Development Officer and engineering department to develop the RFP should the Committee receive the approval from Council.

Quotes from two project management companies have been received at date. Their company profiles were discussed and it was noted that both are willing to work with local architects and accounting firms.

It was agreed that it may be time to begin discussions with potential funders about what is required to move this project forward. Colleen distributed copies of "Step by Step Fundraising Guide" from City of Toronto Parks Department. It was agreed that in addition to further fundraising consultation, this guide may be a good resource for the Committee when ready to begin the fundraising phrase.

3. New Business

None

4. Communications and/or Announcements

Information has been provided to the Committee about the naming rights of the event centre in Dorchester, ON for \$250,000 for 5 years. It was agreed that this could be valuable information for the Committee to refer to at a later date.

Megan reported that there is a huge opportunity to generate awareness about this project at the Diamonds and Ice event this coming August long weekend as there are hundreds of players and spectators attending the tournament. Having a poster size of the inside of the Event Centre brochure was suggested, as well as a method to collect donations during the tournament. The importance of communicating how the donations would be used, specifically towards this project or future recreational facilities if this project does not proceed, was stressed. Megan and Laci will research options for the weekend.

C. Neil

L. Dingwall

M. Derouard

5. Next Meeting Date

- Tuesday September 3, 2013 at 5:30 p.m.

Meeting adjourned at 6:29 p.m.