



ACTION

Kenora Event Centre Committee Minutes

Tuesday, May 7, 2013

5:30 p.m.

Kenora Recreation Centre Meeting Room

-
- PRESENT:** Chris Van Walleghem, Co-Chair
Rory McMillan, Councillor
Ruth Illman
Judy Bain
Colleen Neil, Recreation Manager
Megan Derouard, Recreation Programmer
Heather Lajeunesse, Administrative Assistant
- REGRETS:** Mike Dietsch, Co-Chair
Ron Lunny, Councillor
Laci Dingwall

Chris Van Walleghem called the meeting to order at 5:35 p.m.

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. McMillan, Seconded by R. Illman & Carried:-

That the Minutes of the last meeting of the Kenora Event Centre Committee meeting held April 2, 2013 be confirmed as written and filed.

C. Items:

1. Committee Member Update

Jeff Port has resigned from the Committee. The Committee has decided not to replace the resource person vacancy at this time.

2. Timeframe for Donated Funds (from 3 on 3 Hockey Event)

The donated funds towards the twinning project from the Kids for Health 3 on 3 Hockey tournament must be used within a specified time period. A five year period was suggested by Jess Rheault of the Lake of the Woods District Hospital Foundation. Committee members agreed that five years is a good timeframe which will us to 2018 and fit into a five year timeframe for fundraising. It was agreed that all funds be returned if they are not used within the five year period.

3. Naming Policy

Colleen had sent out a survey when the Committee was first created and the results had specified links to best practices to be used when thinking about corporate naming. It was agreed that this is a resource that the Committee can use when it comes time to do so. There was an inquiry as to if there is a City naming policy and it was confirmed that there is not. It was shared that the creation of a policy can sometimes take away some flexibility for certain projects, which is the reason that there is not a policy in place. Corporate naming remains an option and is something that will definitely be looked into for this project, likely closer to when the Committee begins to put the fundraising policy together. Colleen indicated that she will continue to share any relevant information with the Committee.

4. Nominations for Kraft Celebration Tour

Tourism Development Officer, Mark Duggan, had brought this item to the Committee's attention. It was agreed that this is a great idea but that the project is not specific yet and in order to do this right the Committee would have to know exactly what they are looking for in an Event Centre to be able to compete for the chance to win the community award. It was suggested that this could be something to look into for next year's Kraft Celebration Tour as the timing could be ideal then. Colleen will respond to Mark.

C Neil

5. Sub-Committee Updates

Sub-committees have not met recently as they have been waiting for the public meeting to happen on May 22 to determine the next steps. All committee members did meet to create a work plan. A few members also met to narrow down the Q&As to ten questions which were specific to the current phase. It was agreed that questions will continue to be added and subtracted throughout the stages of the project.

6. Public Meeting

Colleen shared names of those who have agreed and confirmed to facilitate at the public meeting. She also mentioned names of several volunteers that have agreed to scribe during the facilitated discussions. She added that she will continue to work to make sure that there are sufficient facilitators for the meeting. Colleen will confirm the final list by the end of the week and will arrange to get the group together next week, possibly for Wednesday.

C Neil

The meeting logistics were discussed. It was suggested that there be a welcome introduction and rules of order shared for the meeting which can take place at the front area of the arena. The introduction will be used to share why the public has been asked to attend the meeting and what the Committee would like to get out of it. After the introduction the groups will split out into eight marked stations at the back/sides of the ice surface area for the group discussions, with one facilitator and scribe at each station. The rules of order and four questions will also be placed at each station. A suggestion was made to have attendees sign in and receive a number in order to split the groups out evenly. At the end of the meeting the Co-Chairs will thank the participants and let them know what the next steps will be. It was agreed that it would be a good idea to share this information as part of the introduction as well as to reiterate it at the end of the meeting. Scribes will combine all their information following the meeting. The logistics will be shared with facilitators when they are briefed next week. Colleen indicated that she and Megan will start working on getting the ice surface floor area set up.

C Neil/

Megan indicated that she has received inquiries about child care for the meeting. It was agreed that this will be looked into further and that limits be set on the number of children.

7. Work Plan Review

Work Plan was accepted as circulated.

8. New Business

Councillor McMillan spoke on the Property Owner’s show in Winnipeg that Council and some City staff had recently participated in. Brochures were handed out at the meeting and it seemed that everyone they talked to were excited about the project. An overall positive response was received at the show. People looking for further information were directed online to the City site. A separate site for the Committee is currently being constructed as well.

Councillor McMillan asked if the Co-Chairs would be available for a cheque presentation with Dean Caron, adding that it will be good to have Chris and Mike present. He will work with Colleen to have this arranged.

The Council meeting schedule changes were mentioned and it was shared that Council meetings are now at noon. It was added that it will be good for members to attend the meetings for anything related to the event centre project. Showing support is good and puts positive pressure on Council. The next Council meeting is May 21 at noon.

It was mentioned that the timeline for public meeting information to be summarized is June 4th.

9. Communications and/or Announcements

Councillor McMillan has suggested that Deputy Clerk Heather Kasprick, the City’s communication person has agreed to take on the Committee’s communication pieces for the project. It was agreed that there will many things going on at the same time and that public information for the City generally goes through the clerk’s office so it would be in the Committee’s best interest to keep Heather informed. All were in agreement that this would be a good thing to do.

Councillor McMillan suggested continuing to promote sports tourism throughout the project. Colleen added that once we determine what the community wants we can work on an economic development piece with LOWBIC, etc.

10. Next Meeting Date

- Tuesday, June 4, 2013 at 5:30 p.m.

Agenda Item for next meeting: set timelines on the work plan for LOWBIC/Economic Development assistance.

Meeting adjourned at 6:30 p.m.

M Derouard

**R McMillan/
C Neil**

H Lajeunesse