



**ACTION**

## **Kenora Event Centre Committee Minutes**

**December 16, 2014**

**6:00 p.m.**

**Kenora Recreation Centre Upstairs Meeting Room**

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**PRESENT:** Judy Bain  
Ruth Illman  
Andrew Koch  
Patrick Lessard  
Corey Stacinski  
Chris Van Walleghem  
Dan Reynard, Councillor  
Colleen Neil, Recreation Manager  
Kerri Holder, Administrative Assistant

**REGRETS:** Rory McMillan, Councillor  
Louis Roussin, Councillor  
Megan Derouard, Recreation Programmer  
Heather Kasprick, City Clerk

Councillor Reynard called the meeting to order at 6:02 p.m.

As the Community Services lead Councillor Reynard opened the meeting welcoming everyone to the Committee, as well as thanking members for attending. With new members coming on board, introductions were made and each gave details on their background and interest in the event centre project.

### **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**

It was suggested that the concept of pecuniary interest be explained to the group as a refresher and for those who may not know what this declaration means. Councillor Reynard provided a thorough explanation and there were none declared.

### **B. Confirmation of Minutes:**

#### **Moved by R. Illman & Seconded by J. Bain & Carried -**

That the Minutes of the last meetings of the Kenora Event Centre Committee meeting held September 8, 2014 be confirmed as written and filed.

## C. Items:

### 1. Background & New Member Orientation

Councillor Reynard turned the meeting over to Chris Van Walleghem to lead the group through a presentation of the Committee's background and progress. The presentation shown was the same presentation the Committee had given to community groups in the fall. The topics of the presentation included an explanation of the Committee's mandate, work to date, common questions asked, next steps, as well as information illustrating the need for additional ice time. There was discussion about how a SIJHL junior hockey team would impact the project. Colleen explained that two previous studies had shown the outstanding demand could be addressed with an expansion and the junior team would be additional demand to the numbers shown. It was explained further that although the numbers support additional ice time, the project is about the opportunity to provide other services also. There was discussion about missed opportunities to host events requiring those added services. Colleen spoke about the funding component of the project, specifically that government funding for ice surfaces alone are not offered, rather funding eligibility is focusing on other aspects within recreation such as multipurpose areas and programming. It was indicated that the Committee will continue to show this presentation to community groups, as well as provide Council with quarterly updates. It was mentioned that the presentation would need to be updated with new Committee members and the Just Ice event page removed.

K. Holder

The Committee Terms of Reference and membership were discussed. It was explained that City staff are part of the Committee as resources and are not voting members. The Committee members and one Councillor make up quorum for voting.

Colleen indicated that when the Committee was first formed, a work plan had been developed with goals and targets established. The work plan laid out monthly tasks for Committee Members and it was noted that many of the goals within the work plan have been achieved. It was decided that the work plan would be circulated and reviewed at the next meeting. It was also mentioned that the 2010 Major Recreation Facility Strategy should be circulated for review.

K. Holder

There was mention that the survey results should be shared with new Members. This data is important to see where the multipurpose concept came from. There was an inquiry about whether the survey results were used and referred to throughout the process so far. It was stated that the survey summaries have been the basis for the work and were part of the Stantec Report. The Stantec Report to be circulated also.

K. Holder

There was discussion about timelines with the Business Case and it indicated that the RFP sets out the timelines for submission and completion. The draft Business Case RFP will be circulated for review also. Details of the RFP in terms of a lead consultant and phasing in options were touched on. It was noted that the Stantec report supports phasing in.

K. Holder

### 2. Chair Election

**Moved by J. Bain, Seconded by R. Illman & Carried –**

That Chris Van Walleghem be nominated as Chair of the Event Centre Committee; and

**Moved by R. Illman, Seconded by P. Lessard & Carried –**

That Judy Bain be nominated as Co-Chair of the Event Centre Committee.

**Discussion:**

Chris accepted the nomination, noting that he will be away for some time in the new year and that a co-chair should be elected to take over during that time. A nomination was made to elect Judy Bain and she accepted. There was further discussion about electing a new chair annually to include new members who may be interested.

**3. Meeting Schedule**

The meeting schedule was discussed and it was decided that an agreeable time is the first Tuesday of the month at 5:30 p.m. It was also decided that the next meeting would be held on February 3<sup>rd</sup>, giving the new members time to review pertinent reports and documentation.

**4. Old Business**

**Funding Applications for Business Case RFP**

It was reported that both the FedNor and NOHFC applications have moved on to Phase 2 of the process and final notification is expected soon. It was noted that the Business Case RFP is ready to go when funding becomes available.

*Judy and Ruth left the meeting at 6:51 p.m.*

TransCanada's Community Investment Program may be a possibility once again. It was suggested that a Committee Member who may have experience with writing funding applications or who may want to try, could take on this application. Colleen to do more research on eligibility.

Councillor Reynard opened the floor for questions from the new members.

There was a question about the amounts requested in the funding applications submitted. Colleen verified that Fednor was asked for \$25,000, NOHFC was asked for \$45,000 and the City of Kenora for \$10,000. There was a further question about the \$25,000 raised at the fundraising event and whether that amount would change those asks. Colleen explained that the direction given was that the additional money would be applied to the cost of the Business Case. The additional \$15,000 will be applied against the total contribution from the City.

The discussion continued around the success of the Just Ice fundraising event. There was an inquiry whether this would become an annual event. It was indicated that a separate planning committee had organized the event and may consider doing so again.

Colleen recommended that the Committee focus on the work plan and specifically what the Committee will do after the Business Case phase. The importance of continuing to answer questions from the public was noted to keep the momentum of this project going.

**5. Next Meeting Date**

- February 3, 2015

Meeting adjourned at 6:56 p.m.

C. Neil