



ACTION

Kenora Event Centre Committee Minutes

Tuesday July 8, 2014

5:30 p.m.

Kenora Recreation Centre Upstairs Meeting Room

PRESENT: Chris Van Walleghem, Co-Chair
Mike Dietsch, Co-Chair
Judy Bain
Ruth Illman
Rory McMillan, Councillor
Colleen Neil, Recreation Manager
Kerri Holder, Administrative Assistant

REGRETS: Laci Dingwall
Megan Derouard, Recreation Programmer

Mike Dietsch called the meeting to order at 5:36 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 meetings of the Kenora Event Centre Committee meeting held June 10, 2014.

C. Items:

4. Funding Plan for Terms of Reference for Business Case

The Terms of Reference for Event Centre Business Case was accepted by Council on July 8th and will be voted on at the Council meeting on July 15th. If passed by Council, the Committee will need to secure partner funding for 50% of the total cost of the Business Case in order to move forward with a request for proposals.

FedNor and Northern Ontario Heritage Funding Corporation (NOHFC) were identified as sources for partner funding and both agencies have been contacted. A meeting has been planned for Colleen to meet with the City's finance department to prepare funding applications to begin the process.

Contacting various community agencies was suggested to gather letters of support as well as monetary contributions towards the cost of business case. Some suggestions were LOWBIC, Kenora & District Chamber of Commerce, Kenora Regional Community Foundation, the School Boards, Kenora Hospitality Alliance, as well as the major user groups. The purpose of this step is to secure commitment from the community to accompany funding applications, as well to present to Council. Councillor McMillan to follow up with the School Boards and the Foundation.

R. McMillan

It was suggested to have a formal letter prepared to send out by the end of the month to community agencies. Colleen to contact Laci about drafting this letter.

C. Neil

It was mentioned to keep Greg Rickford up to date on the progress of this project and specifically that the Committee is researching funding options at this point.

There was a suggestion made to ensure that included in the Terms of Reference there be a timeline set for presenting a draft report to the Committee ahead of presenting to Council. This will allow the Committee time to provide feedback and revisions before going to Council. All agreed this is important to include.

5. CBRE Limited Update

CBRE Limited was contacted as discussed at last meeting however there has been no response since.

6. NOHFC Update

A meeting was held with Theresa Stephens, the local contact for NOHFC, about funding application requirements and processes. The meeting went well and further information on the project was shared.

7. Next Steps

- contact community agencies by end of July
- prepare and submit funding applications

8. New Business

An interview was done with Ian Ross, a reporter for the Northern Ontario Business publication, by Colleen and Chris. Information about the project's process and concept design were shared. It was noted that Ian has covered other event centre stories in the region.

9. Communications and/or Announcements

Mike shared that due to work commitments he will have to step down as Co-chair however still plans to continue on as a member of the Committee and participate when time allows.

Chris shared that he spoke to the media after the Committee of the Whole meeting today, commenting on timelines of the next steps.

It was suggested that a news release be prepared in the event that Council does pass the Terms of Reference. All were invited to attend the Council meeting on Tuesday July 15th at noon.

10. Next Meeting Date

- Thursday August 14, 2014 - noon

Meeting adjourned at 6:17 p.m.