



Minutes

Of a Meeting of the Event Centre Committee of the City of Kenora

**Tuesday, August 11, 2015 – Kenora Recreation Centre Upstairs Meeting
Room
5:30 p.m.**

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**With** Chair Chris Van Wallegghem, Andrew Koch, Corey Stacinski, Councillor Rory McMillan, Councillor Dan Reynard, Colleen Neil, Recreation Manager, Heather Kasprick, City Clerk, Warren Thompson, Stantec, David Nelson, Nelson Architecture Inc., Kerri Holder, Administrative Assistant

**Regrets** Judy Bain, Megan Derouard, Patrick Lessard

**1. Call to Order**

Chris called meeting to order at 5:30 p.m.

**2. Welcome – Stantec-Nelson Team**

Warren Thompson and David Nelson were welcomed to the team. Warren and David shared that they are happy to be working with the Committee once again.

**3. Declaration of Pecuniary Interest and the General Nature Thereof**

There were none declared.

**4. Confirmation of Minutes**

**Moved by A. Koch, seconded by C. Stacinski and Carried -**

That the Minutes of the Event Centre Committee meeting held July 7, 2015 be confirmed as written and filed.

**5. Business Case RFP Award**

Today Council accepted the proposal from Stantec-Nelson Architecture Inc. related to the business case and design work for the proposed event centre project. A professional services agreement to accompany the proposal was brought to the meeting by the Stantec-Nelson team. Colleen will make arrangements to have the agreement signed. It was noted that Council is expected to approve the by-law for this agreement in September.

Councillor Reynard asked whether the proposal costs would exceed the allotted \$160,000. Warren indicated they are confident in the end price however a cost variation could come from having to conduct a geotechnical study if one is not available. Colleen will confirm if a geotechnical study was done for the last recreation centre expansion. A geotechnical study, which looks at the soil and rock underground on the property, could cost up to \$8,000.

There was discussion about when the project would start to move forward. The group's attention was drawn to the work plan schedule set out in the proposal, which began today with the kick off meeting to gather input from the Committee. The next steps are to gather background information, such as the geotechnical study, and complete a gap analysis. It is planned that a detailed project plan will be ready by August 28<sup>th</sup> for review by the Committee. It was suggested that once the project plan is finalized, a progress report be provided to Council in September. There was a question about holding public consultations with user groups again. David explained the process their team went through to make the decision not to hold public consultations this time. It was preferred to have a formal presentation to update everyone on the project, including the user groups. It was explained that programming and design input will be gathered at workshops with key stakeholders and project partners, working towards schematic designs. There was consensus on the described format for gathering input. In addition, Councillor McMillan suggested meeting with members of Council to give each an opportunity to speak to the proposal. Time lines for meetings, when information will be ready for review, and input required at each stage were confirmed. The remaining phases and steps in the work plan were reviewed up to the target end date of December 8<sup>th</sup> when the full plan will be presented to Council.

## **6. Seven Generations Proposed Concert Hall**

The impact of the Seven Generations concert hall on this event centre project was discussed. It was asked if the Committee should consider looking at this process again or divide the business case into two parts allowing for a phase-in of the arts piece if needed. It was noted that Seven Generations expansion is positioned in the market differently, targeting a different group, in comparison to this project. It was thought that the basis of the funding for the Seven Generations facility was to enhance the educational programming and to host events that are related to their culinary and hospitality programs. It was mentioned that two larger spaces available in Kenora would benefit the community as it is known that large events and group conferences have been turned away due to limited capacity.

*Councillor McMillan arrived at 5:40 p.m.*

There was a question if the impact of the Seven Generations project will be addressed in the business case. Warren confirmed that the analysis will include

the Seven Generations project, as well as other areas within the community that have changed since the last analysis done for the concept design package. Warren also indicated that the project plan will assess whether a phase-in approach would be reasonable and will look at the impact of changing the project scope in terms of the arts piece. Councillor McMillan recognized that one project should be able to complement the other and that the Committee should continue on with the arts component of this project. All were in agreement to continue going forward as planned.

## **7. Other Business**

There was no other business to discuss.

## **8. Next Steps**

- detailed project plan to be distributed by August 28<sup>th</sup> for Committee review
- final detailed project plan ready for September 8<sup>th</sup> Committee meeting
- provide progress report to Council in September

## **9. Communications and/or Announcements**

There were no additional communications or announcements.

## **10. Next Meeting – September 8, 2015**

## **11. Adjourn Meeting**

The meeting was adjourned at 6:15 p.m.