



ACTION

**Kenora Event Centre Committee
Minutes**

Tuesday June 2, 2015

5:30 p.m.

Kenora Recreation Centre Upstairs Meeting Room

PRESENT: Chris Van Wallegghem, Chair
Judy Bain
Andrew Koch
Patrick Lessard
Corey Stacinski
Rory McMillan, Councillor
Dan Reynard, Councillor
Colleen Neil, Recreation Manager
Kerri Holder, Administrative Assistant

REGRETS: Heather Kasprick, City Clerk

Chris called meeting to order at 5:30 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

None were declared.

B. Confirmation of Minutes:

Moved by D. Reynard & Seconded by A. Koch & Carried -

That the Minutes of the last meetings of the Kenora Event Centre Committee meeting held April 14, 2015 be confirmed as written and filed.

C. Items:

4. Funding Updates

TransCanada's Community Investment Program

An email response from TransCanada had been circulated indicating they are interested in supporting the project in the next phase.

Northern Ontario Heritage Fund Corporation

On May 12th it was announced that \$50,000 has been approved from NOHFC for the Business Case. It was noted that this contribution brings

the fundraising total closer to the full amount required to put out the RFP.

FedNor

It was reported that there has been no word on this application. It was noted that this delay is not normal for the amount asked and there was speculation on the delay. It was asked if the application should be pulled given that the funding for the Business case has been secured. It was advised that the application would stay. Details of how the FedNor program works were discussed and that any funds awarded could still be applied to the cost of Business Case. It was suggested to contact Pam Bryson at FedNor about the upcoming media release on the RFP for the Business Case.

Kenora Hospitality Alliance

Chris attended the KHA meeting on May 26th where a financial commitment to fill out the remaining required funds for the Business Case was proposed. As a result, \$5,000 was approved for Business Case project. Corey, as a representative of the KHA, explained why they choose to support the project. Chris and Corey were commended on their work done to secure this funding.

Community Foundation

The application process was described and it was noted that the timing of application and the fundraising event would have to coincide to access this funding. If a fundraising event is planned, then this will be revisited.

Canada 150 Fund

There was an inquiry whether the Canada 150 Fund program would be suitable for this project or compliment it in anyway. Colleen reported that options for this have been explored on a very preliminary basis and she will keep the Committee informed of possible opportunities.

5. Media Release

A media release on the Request For Proposals for the Business Case was prepared by Heather Kasprick. Copies were distributed to the group and a few minor changes were suggested. Options for releasing were mentioned and it was decided to act immediately, followed by the RFP posting. Kerri to work with Heather on this.

6. Business Case RFP

The RFP document prepared last year was reviewed. The submission and final reporting dates for would need to be selected to provide the group enough time for evaluation. It was decided that the proposal due date would be July 9th, award date to be August 11th and date of completion to be December 8th. There were suggestions on historical data changes also. A small team will review the proposals received as indicated in the RFP. All agreed that it is exciting to see this piece moving forward.

K. Holder

7. Junior A Hockey Club Proposal

There was nothing new to report on the Junior A Hockey Club at this time and will be left off the agenda for now.

8. Fundraising Event

It was asked if a fundraising event should still be planned at this stage. All agreed that all fundraising should continue. Ideas on entertainment were considered and speakers from the theatre and arts, as well as sports sector were mentioned. It was decided that Chris would connect with the agent on a sports related speaker. Colleen will touch base with the new Special Events Coordinator for possible dates.

9. Next Steps

- 1) Media release about the Business Case RFP
- 2) Finalize and release RFP for the Business Case
- 3) Continue with fundraising event plans

10. Committee Membership Vacancy

Since the last meeting Ruth Illman stepped down from the Committee, leaving one vacancy. It was discussed if the vacancy would be filled or left as is. The number of members for a full committee was confirmed and there was discussion on the process to fill the vacancy. It was indicated that the Committee would like to have someone to come on board with energy and enthusiasm for the project. The group supported going ahead with appointment of a new member. Councillor Reynard will relay the Committee’s wishes back to Council.

9. Next Meeting Date

- July 7, 2015

Meeting adjourned at 6:14 p.m.

C. Van Van Wallegghem

C. Neil

D. Reynard