

**NORTH PERTH RECREATION COMPLEX
COMMITTEE MINUTES
Wednesday, June 23rd, 2010
7:00 p.m. at the Wallace Municipal Office - Gowanstown**

Attendance: Heather Horn, Paul Horn, John Verwey, Sherri Coombs, Ed Hollinger, Steve Hardie, Kate Docker, Fran Hale, Russ Danbrook

- 1) Call to order – Chair Paul Horn called the meeting to order @ 7:00 p.m.
- 2) Additions to Agenda – None.

It was moved by Heather Horn, seconded by Russ Danbrook THAT the agenda be approved as circulated.

MOTION CARRIED

- 3) Declaration of Pecuniary Interest – None.
- 4) Review & Adopt Minutes –

It was moved by Sherri Coombs, seconded by John Verwey THAT the minutes from the May 27th meeting be approved as circulated.

MOTION CARRIED

- 5) Delegation – None.
- 6) Review of Draft RFP developed by Fred Galloway – The dates on page 3-1 need to be amended as per Fred's recommendations, and the deadline for submissions will be added at the start (July 16th); page 2-3 under Arena #2 should read 'area capable of housing an NHL size ice surface of 85 ft. X 200 ft.'; Fran will be adding some housekeeping items re insurance etc.; Council had a concern re adequate storage – discussion ensued as to what was to be stored and the most economical way of providing storage (build a steel shed) would be. It will be changed to 'adequate storage for size of proposed facility' under each of the 3 components; seating capacity was discussed and the area overlooking arena #1 should include '& the pool', as well as area on the pool deck for seating during swim meets, etc.; Steve would like to have the company whose RFP is accepted to provide a pencil sketch before they get too far into the process in case they are on the wrong track. This will be added to 3.2 and at the end of the section will be added 'allow for 2 additional meetings with the Committee if required'. The Building Comm. is willing to be involved with these meetings to eliminate the need for additional meetings. There was discussion regarding who the RFP should go out to. Fred has a list of names and Russ has some people that should get it also, along with advertising locally and on the website. Discussion took place on who should evaluate the RFP's that are submitted.

It was moved by Sherri Coombs, seconded by Russ Danbrook THAT any RFP's generated through the North Perth Recreation Complex Committee would be reviewed by an Adhoc Committee consisting of the Recreation Complex Committee Chair & Vice-Chair, CAO, Recreation Director, and the Chair of the involved sub-committee, who will make a recommendation to the Recreation Complex Committee, who in turn will make a recommendation to Council.

MOTION CARRIED

Steve and Kate will work on the recommended changes and then send the RFP back to Fred.

It was moved by Heather Horn, seconded by Sherri Coombs THAT the RFP for Recreation Complex Conceptual Design Services be submitted back to Fred Galloway as amended.

MOTION CARRIED

- 7) Media Release – The Banner editorial was reviewed – it doesn't make us look good. It was agreed that the Promotions/Media & Public Relations Committee draft a letter to the editor in an attempt to correct some of the misconceptions presented. Fred will be asked for his input and then the letter will come back to this Committee for feed back. We have to be careful not to alienate the local paper, but there is a lot of information to share with the public so we need to get it out there.
- 8) Sub-Committee Reports – Heather – nothing; Russ – nothing; Sherri – nothing; Lloyd – not in attendance but John spoke on Lloyd's behalf. Their committee met and passed a motion to ask this Committee to recommend Council give permission to hire a professional fundraising consultant at a cost of up to \$30,000.00. It is an approx. 8 week process to identify ways to raise money for this project. It was agreed that this is a good investment as these companies have sponsorship contacts that we have no access to.

It was moved by John Verwey, seconded by Sherri Coombs THAT the North Perth Recreation Complex Committee recommend to Council that an RFP be circulated to secure services of a fundraising consultant to produce a strategy including potential community and corporate sponsorship.

MOTION CARRIED

The Funding/Fundraising Committee has a template from which they can draft the RFP.

- 9) Other Business – Russ questioned how the news of a proposed new school will affect us. Ed H. responded that it is not the business of this committee, and that an adhoc committee of Council will be meeting with the Avon Maitland School Board to discuss this.
- 10) Announcements and adjournment – The next meeting will be Wed. July 21st @ 7:00 p.m. at the Wallace Municipal Office. The Adhoc Committee will meet on Mon. July 19th @ 7:00 p.m.

It was moved by Heather Horn, seconded by Russ Danbrook THAT the meeting be adjourned at 8:40 p.m.

MOTION CARRIED

Chairperson – **Paul Horn**

Date

Recording Secretary – **Kate Docker**

Date