



**Corporation of the Municipality of South Huron
Community Hub/Recreation Project Steering Advisory Committee
Minutes
April 24, 2018
6:00 PM – 8:00 PM
Carling Room**

Members:

Chair, Dawn Rasenberg
Vice Chair, Mike Ondrejicka
Councillor Ted Oke
Peter Hrudka
Ron Mayer
Robert Oud

Regrets:

Councillor Craig Hebert
Mayor Maureen Cole Ex-Officio
Craig Ivatts

Staff:

Dan Best, CAO
Scott Currie, Communications & Strategic Initiatives Officer
Megan Goss, Recording Secretary
Sean Dillon, YMCA

1. Call To Order

The Chair called the meeting to order at: 6:04 PM.

2. Agenda

Motion: 23-2018

Moved: Ondrejicka

Second: Hrudka

Disposition: Carried

That the agenda for April 24, 2018 be approved, as presented.

3. Disclosure of Pecuniary Interest and the General Nature Thereof

None

4. Minutes

Motion: 24-2018

Moved: Oke

Second: Ondrejicka

Disposition: Carried

That the minutes of April 10, 2018 be adopted as presented.

5. Business Arising

None

6. Business to be Discussed

6.1 Market Feasibility Study Terms of Reference

Dillon presented a draft terms of reference for the market feasibility study. The project overview and the scope of work sections are very important as well as the requirements of the study. The terms of reference need to outline what the consultant should be covering from the past work done to date.

Will park the location testing at this time as we do not have options to test. A recommendation from staff would need to come to identify the potential locations. Members noted that the current location is located next to community amenities (school and daycare).

Under the "Scope of Work", section "2" bullet "c" point 2- remove bullet and add "how far are you willing to drive for the service?"

Under "Scope of Work", section "2" bullet "a" "goals" needs to have the word "committee" before it.

Under "Project Overview", replace the word "centre" with "community hub/recreation centre" and define it and include the council directive of a single pad with the option of a second pad and or an indoor pool.

Under "Scope of Work" add item "f" that we would expect the consultant to attend a committee meeting to go over things first.

Provide clarity of the roles and relationship between the Municipality and the YMCA in the "Municipal Overview" section.

Remove "YMCA Overview" section and replace with mention in the "Municipal Overview" section and outline where more information on the YMCA can be found.

Under "Project Overview" remove "Exeter" and replace with South Huron.

Under 4.2, "Location of Operations" remove YMCA information.

Municipal staff will make the changes as discussed and supply for review to the committee.

6.2 Community Hub/Recreation Project- Site Tours

Dorchester to add to the list to be visited during the St. Marys tour. The next steps are that staff and Dillon will coordinate site visits.

Oud will review and make comment on the Recreation Facility Tours Points of Evaluation document.

6.3 Meeting Schedule

The committee will move there May 22nd meeting to May 23rd, and there July 3rd meeting to July 4th as a result of statutory holidays.

7. Work Plan Review

The Red items are critical path items. If critical path items change it could impact the July 2021 deadline.

Push off the fundraising feasibility study portion of the work plan to August or $\frac{3}{4}$ of the way through the market study start draft RFP.

8. Committee Updates

The committee recruitment posting closed today and are 3 applicants.

9. Correspondence

9.1 Recreational Hub Petition

Communications strategy should be on the next agenda. We need to look at where we have been, where we are and where we are going. Additionally, the committee needs a FAQ's sheet.

Motion: 25-2018

Moved: Mayer

Second: Oud

Disposition: Carried

That the Community Hub/Recreation Project Steering Advisory Committee accept the Recreational Hub Petition for information.

10. Adjournment

Motion: 26-2018

Moved: Oke

Second: Mayer

Disposition: Carried

That the Community Hub/Recreation Project Steering Advisory Committee hereby adjourn at 8:15 pm to meet again on May 8th at 6:00 pm or at the Call of the Chair.

Dawn Rasenberg, Chair

Megan Goss, Recording Secretary