



**Corporation of the Municipality of South Huron
Community Hub / Recreation Project Steering Advisory Committee**

**Agenda
January 8th, 2019
7:00 PM – 9:00 PM
Carling Room**

1. Call To Order

2. Agenda

Recommendation:

That the Agenda for January 8th, 2019 be approved, as presented.

3. Disclosure of Pecuniary Interest and the General Nature Thereof

4. Minutes

Recommendation:

That the minutes of November 27th, 2018 be adopted as presented.

5. Business Arising

5.1 Fundraising Feasibility Study Work Planning

5.1.1 Review proposal and feasibility study process

5.1.2 Gather background information for project description

5.1.3 Confirm amount to be tested in study

5.1.4 Interview List Development discussion

6. Business to be Discussed

6.1 YMCA Fall 2018 Focus Group Report

7. Work Plan Review

8. Committee Updates

9. Correspondence

10. Key Messages

11. Adjournment

Recommendation:

That the Community Hub/Recreation Project Steering Advisory Committee hereby adjourn at _____ to meet again on January 22nd, 2019 at 7:00 PM or at the Call of the Chair.



**Corporation of the Municipality of South Huron
Community Hub / Recreation Project Steering Advisory Committee
Meeting Minutes
November 27th, 2018
7:00 PM – 9:00 PM
Carling Room**

Present:

Chair, Dawn Rasenberg
Councillor Ted Oke
Ron Mayer
Craig Ivatts
Peter Hrudka
Mayor Maureen Cole, Ex-Officio

Staff:

Scott Currie, Recording Secretary
Sean Dillon, YMCA

Regrets:

Vice Chair, Mike Ondrejicka
Robert Oud
Councillor Craig Hebert

1. Call To Order

The Chair called the meeting to order at 7:01 PM.

2. Agenda

Motion: 68-2018

Moved: Ivatts

Second: Mayer

Disposition: Carried

That the Agenda for November 27th, 2018 be approved, as presented.

3. Disclosure of Pecuniary Interest and the General Nature Thereof

4. Minutes

Motion: 69-2018

Moved: Ivatts

Second: Mayer
Disposition: Carried

That the minutes of November 13th, 2018 be adopted as presented.

5. Business Arising

5.1 Webpage analytics reports

The Project Steering Committee's webpage is the online repository of information about the project. Municipal staff devote effort to keep the page up-to-date so that the public has all of the information received and discussed by the Committee.

The webpage analytics reports show that the Project Steering Committee's page is being viewed by the public, with a significant number of return users. Webpage usage peaks coincide with social media posts notifying the public about new content or developments regarding the Committee's work.

6. Business to be Discussed

6.1 The Committee will interview three candidate firms regarding the Fundraising Feasibility RFP

- **The Goldie Company**
98 Hammersmith Avenue
Main Floor
Toronto, ON
M4E 2W4
 - **Inspire Inc.**
15 Robin Road
Guelph, Ontario
N1L 1A7
 - **Campaign Coaches**
580 Sugarbush Drive
Waterloo, ON
N2K 1Z8
- Following the presentations, the Chair asked for feedback from each Committee member. The Chair will reconvene the RFP Selection Subcommittee to review the quoted proposal prices and make a recommendation on the preferred firm. A report with the recommendation will be submitted to Council for the meeting on December 17th, 2018.

7. Work Plan Review

None.

8. Committee Updates

None.

9. Correspondence

None.

10. Key Messages

- The Project Steering Committee received presentations from three candidate firms regarding the fundraising feasibility study Request for Proposals.
- The Committee is continuing its mission to gather information that explores the feasibility of developing a new community hub / recreation centre.
- No decisions on the proposed new facility have been made. All information gathered by the Committee will be presented to South Huron Council for decision.

11. Adjournment

Motion: 70-2018

Moved: Hrudka

Second: Ivatts

Disposition: Carried

That the Community Hub/Recreation Project Steering Advisory Committee hereby adjourn at 9:04 PM to meet again at the Call of the Chair.