



**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 22<sup>nd</sup> meeting to May 23<sup>rd</sup>, and there July 3<sup>rd</sup> meeting to July 4<sup>th</sup> 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 ¾ 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**

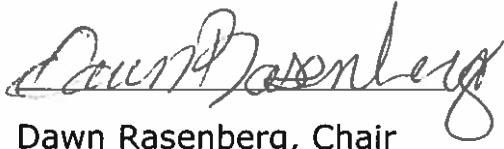
**Motion:** 26-2018

**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 8<sup>th</sup> at 6:00 pm or at the Call of the Chair.

A handwritten signature in cursive script that reads "Dawn Rasenberg".

Dawn Rasenberg, Chair

A handwritten signature in cursive script that reads "Megan Goss".

Megan Goss, Recording Secretary