



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

**Present:**

Chair, Dawn Rasenberg  
Vice Chair, Mike Ondrejicka  
Councillor Craig Hebert  
Ron Mayer  
Darlene McKaig  
Craig Ivatts  
Robert Oud  
Peter Hrudka

**Staff:**

Dan Best, CAO  
Scott Currie, Recording Secretary

**Regrets:**

Mayor Maureen Cole, Ex-Officio  
Councillor Ted Oke

**1. Call To Order:**

The Chair called the meeting to order at 7:02 PM

**2. Agenda**

**Motion:** 57-2018

**Moved:** Ivatts

**Second:** Ondrejicka

**Disposition:** Carried

**That the Agenda for October 9, 2018 be approved, as presented.**

**3. Disclosure of Pecuniary Interest and the General Nature Thereof**

**4. Minutes**

**Motion:** 58-2018  
**Moved:** Hrudka  
**Second:** McKaig  
**Disposition:** Carried

**That the minutes of September 11, 2018 be adopted as presented or amended.**

## **5. Business Arising**

## **6. Business to be Discussed**

### **6.1 LeisurePlan International Final Report**

- The Committee identified questions that they would like to ask the author when he delivers his report workshop presentation
  - How do these results compare to data collected in other communities?
  - Can we get a breakdown of data by geography within South Huron? For example, it might help interpretation of report section 3.5.2 A regarding memberships
  - Page 3, can we get confirmation that the survey involved landlines and cell
  - Page 14, 28.9% of respondents are members of YMCAs – do we know where?
  - Can we get confirmation of primary and secondary market definitions
  - Given the shape of our municipality – long and narrow, are the primary and secondary market estimate ranges overly conservative?
  - Given the variance within the capture rates, what methodology would LeisurePlan International recommend for the Committee to base pro-forma designs on (i.e., mean or conservative values)
  - 4.4.3 re: participation rates, “...the success of the programming is specifically based on maximizing memberships for those 65+” – can this be explained further?
  
- Committee members can identify further questions about the study and forward to Scott at [scurrie@southuron.ca](mailto:scurrie@southuron.ca) by October 15<sup>th</sup>. Scott will consolidate and forward to LeisurePlan so they are prepared for the workshop.

**Motion:** 59-2018  
**Moved:** Ivatts  
**Second:** Hrudka  
**Disposition:** Carried

**That the final report from LeisurePlan International be received by the Project Steering Committee for information.**

### **6.2 Fundraising Feasibility RFP: status update**

- The RFP has been issued with a closing date of October 19<sup>th</sup>, at 4:00 PM. Inquiries from applicants have been received by staff who will keep the Committee informed.

- The RFP submissions will be opened by staff at 5:00 PM on October 23<sup>rd</sup> with Councillor Hebert present.

## 7. Work Plan Review

## 8. Committee Updates

## 9. Correspondence

## 10. Key Messages

- The committee received the market feasibility final report from LeisurePlan International for information.
- The final report from Leisure Plan International is available to the public on the Municipal website at **SouthHuron.ca**

## 11. Adjournment

**Motion:** 60-2018

**Moved:** Ondrejicka

**Second:** Mayer

**Disposition:** Carried

**That the Community Hub/Recreation Project Steering Advisory Committee hereby adjourn at 7:52 PM to meet again on October 23, 2018 at 7:00 pm or at the Call of the Chair.**

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Dawn Rasenberg, Chair

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Scott Currie, Recording Secretary