

City of St. Catharines  
ARENA PARTNERS COMMITTEE  
Wednesday, November 13<sup>th</sup>, 2013 at 5:15 PM  
Meridian Room, Seymour-Hannah Sports and Entertainment Centre  
240 St. Paul Street West, St. Catharines, ON

MINUTES

Attendance: Kim Bauer; Jim Richardson; Glen Cyr; Phil Baranoski;  
Dave Gerow; Kathi Plug; Steve Secord; Councillor Siscoe;  
Tony Penna

Absent: Councillor Phillips; Councillor Williamson; Joe MacNeil;  
Murray Nystrom; Bill Burke; Lincoln Fannell; Paul Coates;  
Wayne Briggs-Jude; Ken Houtby; Jim Denham

Staff Liaison: Jim Benson; Trish Cardwell; Scott Greenfield; Sandra Neil

Staff Absent: Rick Lane

Guests: Doug Herod; CYO representatives (4)

1. CHAIR TO CALL THE MEETING TO ORDER

Welcome from the Chair; Kim Bauer at 5:20 PM

2. APPROVAL OF MINUTES September 11<sup>th</sup>, 2013

Motion was made to accept the minutes as circulated.

Moved by: Glen Cyr

Seconded by: Jim Richardson

CARRIED

3. ACTION LIST

Remove number 9 – no response

Remove number 11 – completed

4. REPORTS AND UPDATES

4.1 CHAIR

nothing

4.2 COUNCILLORS

Councillor Siscoe

nothing

#### 4.3 CITY STAFF

4.3.1 Jim B. introduced Sandra Neil, Manager of Enterprise Services to the committee. She brings municipal and revenue generation experience to our department. Sandra shared her contact information with the committee. Trish, Operations Planners may still need to attend a few meetings for special projects.

#### 4.3.2 Corporate Accessibility Training

Sandra explained the accessibility training for the corporation and now because of legislation it needs to be completed by volunteers as well as staff. The 'Knowledge Check Sheet' in the volunteer booklet must be returned to Sandra by the middle of December.

ACTION: Volunteers to complete Accessibility Training by Dec.16<sup>th</sup>.

#### 5. ARENA STRATEGY

A discussion took place regarding the statistics for the Arena Strategy Report, confirming the format that is to be used. It was agreed that it is essential to have accurate numbers for the report. Jim B. reminded the committee that the report should be going to Council in late January or early February. Kim will continue to review the data, complete the summary sheets and email them out the committee.

Phil presented his analysis of the budget for the arenas which was then reviewed and commented on by the committee. To complete the cost analysis of the arenas we may need to add all arenas together and then divide by the number of ice pads.

Some areas may need clarification from the Finance Department. Jim B. recommended sending any questions to the Recreation and Community Services office and they will follow up with the answers.

#### 6. NEW BUSINESS

Jim R. started a discussion about the ½ hour dressing room times before and after all ice rentals. He confirmed that this procedure has been on our contracts and has been in effect for a number of years and there have only been minor issues. This is being enforced now so all users need to be made aware of it. Please relay this message to your coaches and organizations.

A suggestion was made for more signage confirming the 30 minute rule and also signage for where hockey bags can be placed in the interim.

ACTION – Signage for locker room time limits and signs to temporarily store hockey bags under the restaurant – Jim, Trish and Sandra

7. DATE OF NEXT MEETING

Wednesday, December 11<sup>th</sup>, 2013 at 5:15 PM

8. ADJOURNMENT OF MEETING

Motion was made to adjourn at 7:30 PM.

Moved by: Jim Richardson

Seconded by: Councillor Siscoe

CARRIED