

**LARGE VENUE ENTERTAINMENT CENTRE STEERING COMMITTEE
REGULAR MEETING NO. 2004-02
MINUTES**

Meeting held Tuesday 14th September at 7:00 a.m.
in the Councillor's Lounge, City Hall

MEMBERS PRESENT

Councillor Ed Smith, Chair
Mr. Mac Gervan, Vice-Chair
Mayor Harvey Rosen
Mr. George Hood
Mr. Michael Ross

STAFF PRESENT

Mr. Geoff Coons, Administrative Assistant
Mr. Brian Judge, Communications Officer
Mr. Bert Meunier, Chief Administrative Officer -
(non-voting member)
Ms. Susan Powley, Committee Clerk

TASK FORCE MEMBERS PRESENT

Deputy Mayor Leonore Foster, Chair
Mr. Joe de Mora
Mr. Martin Skolnick

ALSO PRESENT

Mr. Rick Ryde
Approximately 10 Members of the Public

THIS IS NOT A VERBATIM REPORT

MEETING TO ORDER:

Councillor Smith, Chair, called the meeting to order.

CONFIRMATION OF AGENDA:

*Moved by Mr. Hood
Seconded by Mr. Gervan*

That the agenda be confirmed.

CARRIED

CONFIRMATION OF MINUTES:

*Moved by Mayor Rosen
Seconded by Mr. Hood*

That the minutes of Meeting No. 2004-01 held on 31st August 2004 be confirmed.

CARRIED

POSSIBLE PECUNIARY INTEREST:

None was declared.

DIALOGUE:

- **Members of the Task Force discuss their vision**

Deputy Mayor Leonore Foster thanked the Steering Committee on behalf of the Task Force, for the invitation to Task Force members to discuss their vision. This vision, as outlined within the report, would be a state of the art, green building in a superb location.

Mr. Skolnick advised the centre would not only be a place for people to go, but would be a symbol of what the City can do, noting offers have already been made to begin fund raising. He offered to discuss ideas for next steps.

Mr. deMora noted a building for arena purposes could be built anywhere; however, the entertainment centre on this site would set a new tradition as a lasting icon, would be something the community could be proud of and would create opportunities for activity in the down town.

The Task Force was requested to advise what other communities have done that would work in this City.

Members noted the facilities of Mississauga, Guelph and London which had been viewed on their road tour, what they had gleaned from representatives they spoke with regarding community needs, and their determination of how this could be accomplished here.

It was highlighted that the project needs a champion for the process. Issues such as parking will need to be resolved. It is important to listen to the public, but understand a few don't represent the whole process, and any assumption that we don't or can't do it needs to be changed.

It was noted that Kingston is equidistant between Toronto, Montreal and Ottawa. The building can be used for purposes other than concerts, such as a state of the art convention centre meeting place. People will then identify why they come to Kingston rather than meet elsewhere.

The Steering Committee were encouraged to stay true to the Task Force report. The benefits from the development of the Memorial Centre study were noted. The site identified would encompass many other large projects such as the downtown parking garage, the link of a third causeway, the redevelopment of Wellington Street, and the benefits of the midtown area as the Memorial Centre site is developed.

In regard to costs included in the \$28.5 Million figure provided, it was noted this was the cost applied which included start up costs envisioned for this project. They noted this figure was determined without drawings. Costs were extrapolated from many projects to determine a building that identifies with this City. Members of the Task Force explained they had seen a range of buildings costing \$18 million - \$54 million; costs would be dependent upon land requisition costs, fixtures, equipment and other costs not readily visible. The expensive upgraded roof structure in London was given as an example of an added cost, to show that costs are dependent upon the flexibility of the facility and may not necessarily be required. The building can look superb and make a statement without great cost, and vice versa.

The Committee was encouraged to involve someone from Operations at an early stage so basic design requirements are picked up at the design stage. Facility managers need to be able to provide input, so it is imperative to involve them at an early stage.

The Committee requested Task Force members to provide a list of design requirements in order to assist the Steering Committee.

Task Force members noted items to be considered that were highlighted on a tour of facilities such as drain placement, removable seats, determining the positioning for cameras and running the appropriate conduit for videoing for in-house filming, public areas for other functions, proper positioning of food kiosks, wider concourses, and windows. It was noted that some of the smallest details make the biggest difference. In general, the integration of the backstage, lobby and architecture was highlighted.

Appropriate signage at the 401 was noted as an opportunity to advertise naming rights. A long view for those coming from Highway 15 across would increase visibility and both would maximize this opportunity for the City.

The Task Force encouraged the Steering Committee to make a similar road trip and meet with the developers, operational people and design teams to gain an added understanding for the project. Examples of various architectural styles can be located in the United States. It was suggested that locations could be provided by Mr. Michael Gillis, member of the Task Force who was unable to attend this meeting. It was suggested that when members view various sites, they view them both as a hockey fan and a concert attendee. They reiterated that participants are eager to meet and share their experiences.

The Task Force highlighted the need to research each item individually ie. seating requirements differ for hockey and performance attendees. Washroom size requirements can be dictated by the type of event. Mobile curtains can allow adjusted venue size.

To a question regarding the decision of the size for the LVEC, it was explained that it was an extrapolation after viewing other facilities and meeting with participants in the project. The population, type of facility, options for events, and consideration of financial analysis and market studies provide an indication. The potential for marketing, so acts can be attracted and adequate growing space are factors; the building must be built for a 50 year horizon. In summary, the building must be marketable, fillable and attractive.

It was noted that Mr. Riley O'Connor, Manager for the House of Blues has offered to come and describe putting on a concert in the LVEC. Discussions with other performers such as Lloyd Eisner and the Tragically Hip were recalled. The importance of back of house flexibility, easy access and storage was highlighted by these performers.

The Steering Committee recognized the work accomplished by the Task Force in their 100 days mandate. The Committee requested Task Force members to provide a list of things they learned should and should not be done.

The Task Force recommended that cost not be considered alone, but rather that it be considered as an investment. The value should be considered in terms of architecture, design, finish, structure and function as well as how it helps citizens feel about their city.

It was noted that the LVEC can become a 'can do' project - a building of high purpose and great symbolism for this community. The mandate provided regarding this project was highlighted. The Task Force suggested that the method of public consultation be reviewed. It was noted that the last election indicated that citizens want to see change. Presently citizens travel out of town for events. It was recommended that community members who have offered to do fund raising become engaged in the process. Champions are needed to make the next steps.

The Steering Committee thanked the Task Force for coming and invited them to stay for the balance of the meeting. The Task Force advised they would continue to be available to answer questions and participate in the process.

BUSINESS:

a) Update regarding Project Manager – by Mr. Meunier

Mr. Meunier requested that the Committee move in camera following the balance of business in order to discuss the project manager personnel matter as well as a land matter.

Mr. Meunier advised that the recruitment process for a Project Manager had taken place, interviews had been held with two members of the Committee in attendance and an individual has been identified for the position.

b) Update regarding LVEC Project Budget – by Mr. Meunier

Mr. Meunier advised the Project Manager will assist with determinations regarding the 2004 budget of \$235,000. The 2005 budget will be developed as more details of the project plan unfold. Functional studies should be completed in 2004 and work should be done on the Request for Quotation. The Steering Committee should be in a position to make a recommendation to Council by the end of this year.

Communications to the public will be in-house with the assistance of Brian Judge, Communications Officer. A press release to the public will take place following each meeting. Mr. Judge advised that improvements have been made to the website so information can be easily accessed. Minutes will be available to the public following confirmation.

Mr. Meunier summarized that a major activity of the Steering Committee will be to lay out the process after determining the advantages and disadvantages of various options.

c) Update regarding Stakeholders – by Mr. Meunier

An initial list of stakeholders provided by Ann Pappert, Manager, Cultural Services was reviewed noting it was a preliminary list. A process will be determined of how to add to this list in keeping with the other uses envisioned for the LVEC.

Mr. Meunier advised the new Project Manager will be involved in developing this list. Innovative ways to gain input from the public have been used by the Corporation in the last year, and can be developed to enhance involvement of the public in this project.

d) Discussion regarding technical expertise requirements

Councillor Smith introduced Mr. Rick Ryde who was in attendance and has project management expertise. He asked for other names who could assist on a Technical Committee which will be formed to provide technical expertise and input to the Steering Committee.

A list of names of other potential members will be circulated at the next meeting for consideration. Staff with engineering, traffic and environmental expertise can also form a staff technical committee to utilize internal resources. As the Project Manager profile will be available at the next meeting, the Committee can identify what supplemental skills are required.

*Moved by Mayor Rosen
Seconded by Mr. Gervan*

That Mr. Rick Ryde be appointed as a member of the Technical Sub-Committee to provide technical expertise and input to the Steering Committee.

CARRIED

e) Next Steps

Press Release

A press release will be developed following this meeting by the Chair, CAO and Communications Officer.

Detailed Project Plan

Mr. Meunier advised the studies will be initiated by the end of September and reports developed by the end of October. The process will be by invitation and through Request for Proposal (RFP). Terms of Reference will be required.

CORRESPONDENCE:

- **Memo regarding contact information for public enquiries**

(Schedule 'A')

A memo was distributed indicating messages regarding the LVEC can be left at City Hall at 546-4291 ext. 1405. E-mails can be forwarded to lvec@cityofkingston.ca.

OTHER BUSINESS:

Members of the Public

Councillor Smith opened the floor to members of the public in attendance at the meeting who wished to comment.

Mr. Tom Rowe, Metal Craft

Mr. Rowe advised he had spoken with Mr. John Wright regarding the inspection and survey of lands. He expressed concern that findings could affect his mortgage. He advised he had spoken with Mr. Meunier regarding his concerns.

Mr. Ian Hughes

Mr. Hughes asked if the sale of the Memorial Centre, proceeds used to build the LVEC and taxes applied to the development would be discussed by the Steering Committee.

Councillor Smith advised that the model provided by the Task Force will be discussed by the Steering Committee when they move ahead. No decisions to finance the LVEC have yet been made as options will be studied.

Mr. Hughes asked what matters would be dealt with in-camera.

Mr. Meunier explained that land transactions and personnel matters regarding hiring will be discussed.

Mr. Denis Black

Mr. Black wanted to ensure examination of other sites isn't precluded by focussing on one site.

Mr. Meunier advised the recommendations of the Task Force will be a guide to move forward and look at the feasibility of one site. Only if that site is unsuitable, can other recommendations can be made.

IN-CAMERA

*Moved by Mr. Hood
Seconded by Mr. Gervan*

That the Steering Committee move in-camera at 8:45 a.m. to discuss personnel and land transaction items.

CARRIED

*Moved by Mr. Gervan
Seconded by Mayor Rosen*

That the Steering Committee move out of camera at 9:30 a.m. without reporting.

CARRIED

NEXT MEETINGS:

The next regular meeting is scheduled to be held on Tuesday 12th October at 7:00 a.m.

Alternate locations at the Public Library and Counter Street building will be reviewed for the next meeting.

ADJOURNMENT:

*Moved by Mr. Gervan
Seconded by Mr. Hood*

That the meeting adjourn at 9:35 a.m.

CARRIED