December 3, 2015

Members Present: Dean McLeod, Chair  
Stephen Clarke, Vice-Chair  
Ron Noonan, Curator  
Carmen Araujo, Treasurer  
Norman Da Costa  
Don Doan  
Ken Giles  
Elizabeth Harris-Solomon  
Sindy Maguire  
Glenn McClelland  
Mario Russo

Members Absent: Harnek Singh Rai (regrets)  
Gurmit Singh  
City Councillor D. Whillans – Wards 2 and 6 (personal)  
City Councillor J. Bowman – Wards 3 and 4 (personal)  
City Councillor G. Dhillon – Wards 9 and 10 (personal)

Staff Present: Supa D.A. Meikle, Recreation Coordinator, Sports Services, Public Services  
Erica McDonald, Manager, Sport Brampton, Public Services  
Earl Evans, Deputy City Clerk, Corporate Services  
Chandra Urquhart, Legislative Coordinator, Corporate Services
Minutes
Brampton Sports Hall of Fame Committee

The meeting was called to order at 7:02 p.m. and adjourned at 9:23 p.m.

1. Approval of Agenda

SHF063-2015 That the agenda for the Brampton Sports Hall of Fame Committee Meeting of December 3, 2015 be approved, as amended, as follows:

To add the following items:

5.2. Verbal update at the request of Don Doan, Committee Member, re: Brampton Sports Hall of Fame Constitution.

5.3. Verbal update at the request of Don Doan, Committee Member, re: Nomination Report.

Carried

2. Declarations of Interest under the Municipal Conflict of Interest Act – nil

3. Previous Minutes

3.1. Minutes – Sports Hall of Fame Committee – November 5, 2015

The minutes were approved by Community and Public Services Committee on November 16, 2015 and the recommendations approved by Council on November 25, 2015. The minutes were provided for Committee’s information.

4. Delegations/Presentations – nil

5. Reports

5.1 Report from Ron Noonan, Curator, dated December 3, 2015, re: Curator’s Report.

Ron Noonan, Curator, referenced the items listed on the Curator’s report.

Supa Meikle, Recreation Coordinator, Sports Services, provided a status update on the action taken on the items listed on the Curator’s report.
Committee discussion on this matter included the following:

- Availability of storage space at the Powerade Centre
- Artifacts donation form to be reviewed by Legal Services
- Review of the Strategic Plan as it relates to the proposed plan for the expansion of the Sports Hall of Fame and a suggestion that a meeting be scheduled with appropriate staff
- Assessment of artifacts
- Insurance coverage for artifacts being added and stored at the Hall of Fame
- Suggestion that purchase of frame in large quantities will be less costly

Supa Meikle, Recreation Coordinator, Sports Services, will continue to update Committee on the items listed on the Curator’s report.

Chair, Dean McLeod, offered to follow up with Mike Hardcastle, General Manager, regarding the availability of storage space at the Powerade Centre.

SHF064-2015 1. That the report from Ron Noonan, Curator, dated December 3, 2015, to the Brampton Sports Hall of Fame Committee, re: Curator’s Report be received.

Carried

5.2. Verbal update at the request of Don Doan, Committee Member, re: Brampton Sports Hall of Fame Constitution.

Don Doan, Chair, Constitution Sub-Committee, provided an overview of the proposed changes to the Brampton Sports Hall of Fame Constitution. He noted that the changes in the Constitution related to the Committee procedure will be consistent with the City’s Citizen Based Advisory Committee Guidelines and Appointment Procedure. The changes include the following Chair appointments:

- Nomination
- Marketing
- Constitution
- Finance
- Building
- Historian

Committee discussion on this matter included:

- Duties and a job description for each position to be included in the Constitution
- Suggestion that ‘Constitution’ be added as an item on the Brampton Sports Hall of Fame Committee agenda
Minutes
Brampton Sports Hall of Fame Committee

- Whether the position of ‘Financial Chair’ should be included in the Constitution
- Role and responsibility of a ‘Historian’
- Opportunity for non-committee members with an interest in sports to participate on the Nomination Review Committee, provided the majority of participants are committee members

That following motion was considered:

SHF065-2015

1. That the following positions as proposed by Don Doan, Committee Member, to the Brampton Sports Hall of Fame Committee meeting on December 3, 2015, re: Brampton Sports Hall of Fame Constitution, be approved:
   - Nomination Chair
   - Marketing Chair
   - Constitution Chair
   - Financial Chair
   - Building Chair
   - Historian Chair, and

2. That the Brampton Sports Hall of Fame Constitution be updated to reflect the changes.

   Carried

5.3. Verbal update at the request of Don Doan, Committee Member, re: Nomination Report.

There was discussion with respect to the timelines for receipt of nomination forms by the Committee and it was agreed that the date should be changed from January 15 to December 15 each year.

6. Sub-Committees

6.1. Minutes – Marketing Sub-Committee – October 29, 2015
(Norman Da Costa and Mario Russo, Co-Chairs)

Norman Da Costa and Mario Russo, Co-Chairs, Marketing Sub-Committee, provided an overview of the minutes for the Marketing Sub-Committee meeting held on October 29, 2015.
There was discussion with respect to the placement of the promotional display boards at the City’s recreation centres and the cost of production of the boards. Staff confirmed that there is a cost related to the design component of the board. It was suggested that staff provide details on the costs to the sub-committee.

The following motion was considered:

SHF066-2015 That the Minutes from the Marketing Sub-Committee Meeting of October 29, 2015, to the Brampton Sports Hall of Fame Committee meeting of December 3, 2015 be received.

Carried

6.2 Minutes – Marketing Sub-Committee – November 12, 2015
(Norman Da Costa and Mario Russo, Co-Chairs)

Norman Da Costa and Mario Russo, Co-Chairs, Marketing Sub-Committee, provided an overview of the minutes for the Marketing Sub-Committee meeting held on October 29, 2015.

The following motion was considered:

SHF067-2015 That the Minutes from the Marketing Sub-Committee Meeting of November 12, 2015, to the Brampton Sports Hall of Fame Committee meeting of December 3, 2015 be received.

Carried

6.3 Minutes – Events Sub-Committee – November 19, 2015
(Elizabeth Harris-Solomon and Sindy Maguire, Co-Chairs)

Elizabeth Harris-Solomon and Sindy Maguire, Co-Chairs, Events Sub-Committee, provided an overview of the Events Sub-Committee minutes for the meeting held on November 19, 2015, and presented the recommendations for Committee’s consideration.

The following motion was considered:

SHF068-2015 1. That the Minutes from the Events Sub-Committee Meeting of November 19, 2015, to the Brampton Sports Hall of Fame Committee Meeting of December 3, 2015, be received; and,
2. That the following recommendations outlined in the subject minutes be approved, as follows:

1. That Darren Dutchyshen be awarded the contract for the keynote speaker for the 2016 Sports Hall of Fame Induction Ceremony.

2. That the budget be set at a maximum of $1200 (before tax) per inductee video for the 2016 Brampton Sports Hall of Fame Induction Ceremony.

3. That children 12 and under who are accompanied by an adult may attend the 2016 Brampton Sports Hall of Fame Induction Ceremony at no cost.

4. That early bird ticket rate of $45 be applied for the 2016 Brampton Sports Hall of Fame Induction Ceremony from February 16 until April 14, 2016 inclusive; and that on April 15, 2016 through to May 10, 2016 tickets will be offered at the regular rate of $55.

5. That the Sports Hall of Fame recognize and invite a maximum of 10 Brampton athletes and/or those who have had a portion of their sporting career associated with Brampton, at no cost to the 2016 Brampton Sports Hall of Fame Induction Ceremony; and that candidates be approved on an individual basis if more than 10 names are put forward for consideration.

Carried

7. **Other/New Business**

7.1 Discussion at the request of Erica McDonald, Manager, Sport Brampton, Public Services, re: **Brampton Sports Hall of Fame Committee – Staff Roles/Functions**.

Erica McDonald, Manager, Sport Brampton, Public Services, circulated information regarding staff roles and functions related to the Committee. She provided an overview of the changes which reflects the various City staff roles and responsibilities. Additional information will be provided with respect to staff’s role regarding the budget/finance function.
There was discussion regarding the receipt of the nomination packages by the City Clerk’s Office. It was agreed that the nomination form will be revised to state the form may be emailed to the City Clerk’s inbox.

Staff explained that the nomination form may also be mailed, or hand delivered to City Hall or emailed to sportshalloffame@brampton.ca. Staff confirmed that the matter will be discussed at the sub-committee level and a decision will be made on the acceptable method for submission of the nomination form.

Committee also discussed the following:
- Signature on letters to those who are elected to the Sports Hall of Fame (and those who are rejected)
- Changing the nomination deadline date from January 15 to December 15
- Changing the Committee meeting date of January 7, 2016 to January 21, 2016, to accommodate the election meeting
- January 21st meeting should be dedicated to the election

The following motion was considered:

SHF069-2015 1. That the request of Erica McDonald, Manager, Sport Brampton, Public Services, to the Brampton Sports Hall of Fame Committee Meeting of December 3, 2015, re: Brampton Sports Hall of Fame Committee – Staff Roles/Functions be received; and,

2. That Dean McLeod, Chair, Sports Hall of Fame Committee, be required to sign the letters to those elected to the Sports Hall of Fame and those who are not elected; and

3. That the nomination deadline date of receipt of nomination forms be changed to December 15, 2015; and,

4. That the Sports Hall of Fame Committee meeting date scheduled on January 7, 2016 be changed to January 21, 2016 to accommodate the election meeting.

Carried

7.2 Verbal Update from Mario Russo, Committee Member, re: Success of the RBC Sports Day in Canada Event – November 21, 2015.

Mario Russo, Committee Member, reported that the RBC Sports Day in Canada event held on November 21, 2015 was a success with approximately 6,000 attendees. He thanked Members and staff for their assistance.
In response to a question from Committee about hosting the event in Brampton, staff advised the City’s Tourism Coordinator will be requested to explore this suggestion.

7.3 Verbal Update from Ken Giles, Committee Member, re: Monthly Athlete Update.

Ken Giles, Committee Member, reported that Kalonji Kashama, originally from Brampton, is a top Canadian football player with the Ottawa Redblacks.

8. Correspondence – nil

9. Information Items – nil

9.1 Brampton Sports Hall of Fame Committee – 2016 Schedule of Meetings

Committee discussed a meeting date for the Sports Hall of Fame Induction Ceremony. It was agreed that the Committee meeting scheduled for May 5, 2016 be cancelled, since the Induction ceremony will be held on May 10, 2016.

10. Question Period - nil

11. Public Question Period – nil

12. Closed Session

In response to a question on Closed Session procedure, Earl Evans, Deputy Clerk, explained that Committee may move into Closed Session if the item to be discussed meets the Municipal Act requirement, eg. personal matters about an identifiable individual.

13. Adjournment

The following motion was considered.

SHF070-2015 That the Brampton Sports Hall of Fame Committee do now adjourn to meet again on Thursday, January 21, 2016 at 7:00 p.m.

Carried