



WEST HANTS  
NOVA SCOTIA

**MUNICIPALITY OF THE DISTRICT OF WEST HANTS  
Sports Complex Fundraising Committee  
August 2, 2019, 9:00 a.m.  
Sanford Council Chambers**

Present:	D. Francis	Chair, Councillor District 5
	A. Zebian	Warden
	T. Brown	Resident Representative
	R. Brown	Municipal Clerk
	D. Gibson	Accountant
Regrets:	C. Rochon	Director of Finance
	B. Bennett	Resident Representative

There were no members of the public present.

1. Call to Order

Chair Francis called the meeting to order at 9:30 a.m. She noted the meeting was delayed until quorum could be met.

2. Approval of Agenda, including additions or deletions

**MOVED and SECONDED that the agenda be approved.**

**Motion Carried.**

3. Approval of the Sports Complex Fundraising Committee Minutes of June 19, 2019

**MOVED and SECONDED that the Sports Complex Fundraising Committee Minutes of June 19, 2019 be approved.**

**Motion Carried.**

4. Presentations

There were no presentations.

5. Business Arising from the Minutes

a. NHL Event

Chair Francis the plan was to have a fundraising hockey game on Saturday October 26, 2019 at the Windsor Arena followed by a Kitchen Party at the Windsor Community Centre with Aaron Pritchett. She noted a Hospitality Form needed to be completed and approved by the Chief Administrative Officer. The cost for the event is estimated at \$18,500 but most of the cost will be covered by sponsors. There should be no other costs, noting the promotor will be handling the printed books and tickets but a \$100 for incidentals will be added. There will be 50/50 tickets sold so a 50/50 license will be needed. The Lions Club will look after liquor sales including the license. The

**MOVED and SECONDED to proceed to with NHL Event on Oct 26, 2019 with a budget of \$18,600 to be covered through ticket sales and sponsors.  
Motion Carried.**

6. Correspondence

There was no correspondence.

7. New Business

a. Sports Complex Fundraising Committee Terms of Reference Amendment

The Municipal Clerk explained the proposed amendment is to allow members to participate in the Committee meeting and form quorum by teleconference (or videoconference). She stated the first amendment is to allow the Director of Finance to appoint a designate to act in their place, including the ability to vote. The second change is so that up to two people could participate by teleconference, provided at least 2 people were at the meeting location and the quorum of three could still be met. She suggested that the person acting as Chair should be physically present and that 24 hours' notice be given to staff if members are participating by teleconference to ensure the equipment will work.

**MOVED and SECONDED to amend the Sports Complex Fundraising Committee Terms of Reference as presented in the form.  
Motion Carried.**

8. Date of the Next Meeting

The next Sports Complex Fundraising Committee meeting will be determined later.

9. Adjournment

**MOVED and SECONDED that the meeting be adjourned.  
Motion Carried.**

The meeting adjourned at 9:35 a.m.

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Debbie Francis, Chair