



**MINUTES**  
**Markham Sport Hall of Fame Advisory Committee**  
**September 11, 2017**  
**Markham Pan Am Centre**

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**Board Members**

Mayor Frank Scarpitti  
Councillor Don Hamilton  
Paul Cicchini  
Meg Stokes  
Rukshan Para  
Bruce Barnett  
Anderson Mendonca  
Ron Anderson  
Mark Saito  
Rila Levine  
Cathy McKnight  
John Collie

**Staff**

Josh Machesney, Acting Legislative  
Coordinator & Committee Clerk

**Regrets**

Stephan Chait, Director, Economic  
Growth, Culture and Entrepreneurship  
Regional Councillor Nirmala Armstrong  
Councillor Colin Campbell  
Jason Sheldon  
Kelly O'Hanlon

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The Markham Sport Hall of Fame Advisory Committee meeting convened at 6:43 pm with Meg Stokes as Chair.

**1. ADOPTION OF THE JULY 19, 2017 MINUTES**

That the July 19, 2017 Markham Sport Hall of Fame Advisory Committee meeting minutes be approved.

CARRIED

**2. GALA SUB-COMMITTEE WORKBACK SCHEDULE PRESENTATION**

John Collie provided the Committee with a rough draft of the Gala Work-Back Schedule. The Hilton and Angus Glen Golf Course were brought forward by the Sub-Committee as possible venue options. John explained that the Sub-Committee had two options for consideration - Thursday September 20<sup>th</sup>, 2018 at the Hilton, or Angus Glen Golf Course on September 24/25, 2018. The Committee debated which night of the week

would be best to host the Gala in terms of attracting attendance. John further advised that if the Committee committed to a September 2018 Gala date, that sponsorship for the event should be completed by February 2018. A decision would be made by Tuesday, Sept. 19 by the Gala subcommittee.

Some members expressed concern that due to the Gala taking place weeks prior to the 2018 Municipal Election, that some candidates might use the Gala as an opportunity or platform to campaign. The Committee agreed that an effort should be made to discourage candidates from bringing political messaging, such as buttons or flyers, into the Gala.

Mayor Scarpitti suggested that the Committee secure a guest speaker to help draw attendance for the Gala. It was thought that if an inductee was unable to attend the Gala, for whatever reason, a notable guest speaker would still encourage people to attend. The Committee was encouraged to individually consider who might make an appropriate guest speaker for the Gala.

Mark Saito provided an update on his ongoing correspondence with Laurel Walzak of Ryerson University Sport Media, regarding having some of her students assist the Committee with their web presence and technology needs for the Markham Sport Hall of Fame (MSHOF) website and Gala. He advised they are currently discussing possible roles for her students with the Committee, and what the cost will be for the Committee to have student assistance. Mark informed the Committee that Laurel is awaiting a more comprehensive proposal from the Committee before she can assign roles and projects to her students. Mark and Cathy McKnight were asked to develop an outline of what would be required from a website development process by the end of the week and forward it to the committee. John Collie was asked to develop an outline of what would be required from Ryerson with regards to a Gala coordinator, roles and responsibilities and timelines by the end of the week as well. It was stressed that if the committee is going to proceed with a Gala in September 2018, the committee needed to get these proposals to Ryerson as soon as possible.

Anderson Mendonca informed that he will send the nomination form and evaluation grid to the Committee for feedback. He will also ask Stephen Chait to have the City's legal department add disclaimers to the forms.

Ron Anderson advised that he will circulate a draft of the sponsorship package to the Committee for feedback.

### **3. MEMORANDUM OF UNDERSTANDING**

Meg Stokes provided a draft Terms of Use agreement, prepared by the City, to the Committee for feedback. The Terms of Use agreement outlines the Committee's relationship with the City and the Pan Am Centre more specifically. Meg encouraged members to provide their feedback by the end of the week, so that the agreement can be sent to General Committee for approval, and then be included as part of the Committee's sponsorship discussions moving forward.

#### **4. RECAP OF SEPTEMBER 6, 2017 SUBCOMMITTEE MEETING AND PRESENTATION BY JOHN WILKINSON, WEIRFOULDS**

Meg Stokes provided a brief recap of the September 6<sup>th</sup> presentation given by John Wilkinson of WeirFoulds to the Governance Sub-Committee. She described the three options for the Committee moving forward:

1. Stay as is
2. Apply for charitable foundation status
3. Apply to become a non-profit organization

#### **Committee Comments/Concerns:**

- Moving away from being an advisory committee of the City would require a much higher responsibility for finances and taxes, including the necessity for an accountant and auditor, and potentially more legal advice..
- Implications associated with providing invoices vs. charitable receipts.
- There is a substantial amount of work required to become a charitable or non-profit organization.
- Costs associated with registering as a charitable organization
- As an advisory committee of City, MSHOF Committee is unable to apply for grants such as Trillium Foundation, because the City's status but may provide opportunities for Federal or Provincial grants.
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- It was determined that the committee would remain as they are currently organized but that did not preclude them from reconsidering these options at a future date.
- It was noted that half of the MSHOF Board/Committee's term were ending in November 2017. It is the understanding that council approved a 2 year extension for all board/committee members however, no communication from the City has been received by any member to date. Mayor Scarpitti noted that he would follow up on this issue.

#### **5. OTHER/NEW BUSINESS**

There was no new business.

#### **6. OCTOBER MEETING DATE**

The next meeting is scheduled for Monday October 16<sup>th</sup>. Time and location to be confirmed.

#### **ADJOURNMENT**

The Markham Sport Hall of Fame Advisory Committee meeting adjourned at 8:28 pm.