

**Halifax 2014 Bid Society  
Board of Directors Meeting**

**September 7, 2006  
8:00 - 11:00 a.m.**

**Attending:**

Fred MacGillivray (Chair)  
Ken Bagnell  
Joan Duncan  
Catherine Blewett  
Jamie Ferguson  
Dale MacLennan  
Trevino Betty  
Duff Montgomerie  
Tom Jones  
Wayne Anstey  
Dan English  
Lloyd Johnson  
Marie Claire Caouette  
Dr. Andrew Pipe  
Suzanne Coffey

Scott Logan (Ex-Officio)  
Eric Savard (Ex-Officio)  
Louann Scallion-Morine (Recorder)

**Regrets:**

Claude Bennett  
Trice Cameron

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**1. Old Business**

a. *Approval of Minutes*

*Motion: To approve the minutes of the June 14<sup>th</sup> Board of Directors meeting.  
Moved by Dan English, seconded by Tom Jones. Motion approved.*

B. *Additional Board Members*

Corporate representatives have not been identified.

*Motion: The Board of Directors approves Lloyd Johnson as First Nations representative. Moved by Duff Montgomerie, seconded by Trevino Betty. Motion approved.*

*Motion: The Board of Directors approves a resolution adding Robert Fowler, Deputy Minister of the Treasury and Policy Board, as a member of the Board of Directors of the Society and appointing Mr. Fowler as Treasurer of the Society. Moved by Jamie Ferguson, seconded by Ken Bagnell. Motion approved.*

## **2. Bid Planning Update**

### *a. Commonwealth Park SWOT Analysis Report*

Kevin Riles, Director of Venues Planning and Operations, presented a plan for Commonwealth Park and discussed criteria for selecting venues. Class C estimates will be developed as part of the bid book, and a final development plan will be drafted by November.

Kevin outlined the process for securing land for Commonwealth Park.

### *b. Sport Report*

The sport schedule and dates for the 2014 games are being finalized. The final selection of sports is a priority, as it dictates the venues required.

## **3. Finance and Administration**

### *a. Financial Update*

Dale MacLennan provided budget reports to board members, and they will receive quarterly reports at future meetings. Dale also circulated a calendar on the internal reporting schedule, a list of outstanding issues provided to the Executive Committee monthly, indicating items not reflected in budget statements, and high level items from the July report.

The management team will ensure the accuracy of reports and adequacy of the budget in terms of their specific areas.

### *b. Hiring Update*

Nicolle Spagnoli has joined Halifax 2014 as Bid Partnership Officer, Suzanne Fougere has been hired as Communications Officer and Steve Higgins is the project manager. Two positions, Financial Officer and Publication, Graphic and Bid Book Officer, remain vacant and will be filled in the next few weeks.

*Action: Dale MacLennan will provide a detailed list of consultants and paid advisors, similar to the list of staff, to board members.*

ACOA has provided funding for a full-time spokesperson position, held by Adrienne Power.

*Action: Adrienne Power may be included in future presentations to Cabinet.*

c. *Signing Authority*

Three board and staff signing officers are required, as situations arise occasionally when the officers are not available.

*Motion: The Board of Directors approves the resolution to appoint the Senior Director of Strategic Relations as an additional staff signing officer. Moved by Joan Duncan, seconded by Ken Bagnell. Motion approved.*

*Motion: The Board of Directors, by resolution, adds Wayne Anstey and Robert Fowler as board signing authorities and that Howard Windsor be removed from the list of approved board signing officers. Moved by Dan English, seconded by Tom Jones. Motion approved.*

d. *International Bid Budget Update*

Dale MacLennan, Tony Holding and Eric Savard attended a staff briefing with ACOA on August 11<sup>th</sup> in response to correspondence with Tom Scrimger, Director General for Sport Canada, and further meetings have been arranged for the next few weeks. The bid plan and budget were formally submitted to Sport Canada on August 21<sup>st</sup>, and federal chiefs of staff were briefed on August 25<sup>th</sup>.

The funding amount stated by Sport Canada does not include funding for Commonwealth Games Canada.

e. *Games Budget*

Board members were provided with a list of key dates. The budget will be officially submitted to funding partners on December 14<sup>th</sup>, following its submission to the board on December 13<sup>th</sup>. Sport Canada provided the April 30, 2007 date for submission of

confirmation of federal funding letter. A public announcement on funding will be made in May 2007.

#### **4. Other Business**

##### *a. Communications Update*

Communications is focusing on the local market with an ad campaign this fall and is actioning an international strategy.

MPs and MLAs have been briefed on the bid, and staff are considering holding an all-party breakfast briefing for HRM councillors, MLAs and MPs.

Reps from PNS will travel to Vancouver in September for meetings on non-games benefits with the Vancouver Olympic Committee.

##### *b. International Relations Update*

Scott Logan and Kate Randall visited Caribbean countries in August and September, including Trinidad and Tobago, Grenada, St. Lucia, St. Vincent and the Grenadines, and Dominica. Kate and Fred MacGillivray attended the South Asian Games in Colombo, Sri Lanka. Meetings have been well received.

September and October travel includes trips to Oceania, Brunei and Europe, and collateral materials have been produced for upcoming visits.

##### *c. Committee Activity and Community Engagement*

Halifax 2014 directors are leading several committees, and board members are invited to share information or suggestions on membership and terms of reference.

#### **5. Economic Impact Analysis**

The contract for undertaking an economic impact analysis has been awarded to Canmac Economics, and a steering committee has been organized. The report will be complete in November.

#### **6. Loss of Canadian Athlete**

Board members observed a moment of silence in honour of Mark Anthony Graham, an Olympic athlete who lost his life in September while serving with the Canadian Forces in Afghanistan.

Commonwealth Games Canada has issued a press release expressing condolences.

*Action: Halifax 2014 communications will recognize Mr. Graham's passing.*

**7. Next Meeting**

The next meeting of the Board of Directors will be held on Wednesday, December 13<sup>th</sup> at 1:00 p.m. in the Halifax 2014 boardroom.