



# Minutes

## Of a Meeting of the Lake of the Woods Development Commission of the City of Kenora Friday, July 21, 2017 at 9:00 a.m. City Hall, Council Chambers

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**With** Graham Chaze, Chair, Teresa Gallik, Treasurer, Mayor David Canfield, Councillor Mort Goss, Colt Manson, Lindsay Wenaas, Crystal Kast

**Staff** Karen Brown, CAO, Megan Dokuchie, Economic Development Officer, Corey Jones, Economic Development Intern, Kelly Galbraith, Administrative Assistant

**Regrets** Josh Nelson, Tourism Development Officer, Matt Boscariol, Manager of Community and Development Services, Jeff Kurz

**Guest** Councillor Dan Reynard

### 1. Call to Order

Graham called the meeting to order at 9:00 a.m.

### 2. Declaration of Pecuniary Interest and the General Nature Thereof

There were none declared.

Councillor Reynard was welcomed and introduced.

### 3. Appointment of the Chair of the LOWDC

**Moved by Lindsay Wenaas, seconded by Teresa Gallik and Carried -**

That the Board of Directors of the Lake of the Woods Development Commission hereby appoints Graham Chaze as the Chair of the Lake of the Woods Development Commission for a term at the pleasure of the board.

### 4. Confirmation of Minutes

**a) Moved by Teresa Gallik, seconded by Councillor Goss and Carried -**

That the Minutes of the Commission meeting held on June 15, 2017 be confirmed as written and filed.

It was identified that the potential closure of the Coast Guard station in Kenora is no longer a concern. It was announced shortly after the June 15<sup>th</sup> LOWDC meeting that it will remain open.

**b) Follow-Up on Previous LOWDC Meetings**

**i) Update on the Strategic Plan**

It was noted this will be a standing item on the agenda to allow the group to track progress of the strategic plan.

Since the last LOWDC meeting there have been new business welcomes delivered to KSAC, Carstar, Fresh Water Cuisine, The Lakeshore, Poplar & Birch, EZBin, and Herb & Fuel.

Megan and Corey attended a meeting with Adam Smith, Special Projects and Research Officer to discuss the Affordable Housing Information Package. Two publications were discussed, the first being a pamphlet and the second being a strategy piece. Possible content includes information on the Community Improvement Plans (CIPs), 20/20 Report, 2017 Housing Report and Secondary Dwelling Report.

The CIP marketing was discussed and it was noted that there will be an advertising piece in the Bearskin Airlines inflight magazine. Further, a meeting has been scheduled to discuss ideas for Small Business Week which runs from October 16-20<sup>th</sup>.

**ii) Brand Leadership Team – Meeting Schedule**

Corey asked those who expressed interest in the Brand Leadership Team which dates work best for them, to hold the next meeting. He noted he would like to have the initial meeting before the next LOWDC meeting. The meeting was set for August 9<sup>th</sup>. Corey will send a meeting request to the interested members.

**iii) Business Development Sub Committee – Follow up discussion**

A meeting was held at the end of June with those who expressed interest in re-starting the Business Development Committee. It was commented there was good discussion to set the course for where the committee would like to begin. Projects were identified and the idea of reaching out to the private sector was discussed. Internal and external resources were identified and an outreach component to existing businesses and new businesses were also discussed. The next steps will include fine tuning and setting a date for strategic planning.

**c) Tourism Committee Minutes**

There are no Tourism Committee Minutes to be confirmed at this time.

**5. New Business:**

**Financials**

**i) Budget Statements**

The budget reports were circulated to the group. There was no further discussion on the budget.

## **ii) Call for Treasurer**

**Moved by Mort Goss, seconded by Lindsay Wenaas and Carried -**

iii) That the Board of Directors of the Lake of the Woods Development Commission hereby appoints Teresa Gallik as the Treasurer of the Lake of the Woods Development Commission for a term at the pleasure of the board.

## **6. Other Commission Business**

### **a) Economic Development**

#### **i) EDO Update**

Matt Boscarol, Manager of Community and Development Services started with the City of Kenora on June 19th but was unable to attend today's meeting. Megan and Josh met with him to discuss the budget. Graham and Councillor Goss also met with Matt to discuss the LOWDC.

The postcard marketing material for Super Summer Sundays was displayed to the group. The campaign began on Sunday, July 2<sup>nd</sup>. Other marketing pieces include big belly advertisements and social media. The last Sunday of the campaign is August 20<sup>th</sup>. A follow up survey will be done with the campaign participants for feedback. It was shared that there has been positive feedback to date. It was commented that the BIZ was informed of two businesses that joined the campaign but were not open on Sundays. Megan informed the group that the participating businesses and restaurants made a commitment at the time they joined the campaign and that there would be follow up on this concern.

An invite to the August 10<sup>th</sup>, Treaty# 3 Partners in Economic Development event, hosted by Loraine Cobiness and Bob Nault, aboard the MS Kenora was extended to the group. The LOWDC would like to send two or three members, it was asked that anyone interested in attending please contact Megan. Tickets are \$100 each with a maximum of 8 tickets per group/organization. Megan shared with the group that the letter also asks for consideration on purchasing two additional tickets for First Nation's members.

An update on business development was provided. There is focus on a possible marina development. The project is back on the table.

Josh and Megan attended premiere showing of Lake of the Woods: The Eastern Shores – A History by Water – Episode II in Sioux Narrows. The film was very well received.

On June 29<sup>th</sup>, Megan and Corey attended a Lake of the Woods Business Incentive Corp (LOWBIC) workshop on home based businesses.

Parking Strategy was discussed and the potential of developing parking strategy plan. Parking is identified as an issue in Kenora. The parking strategy would help to determine whether Kenora has perceived or actual parking issues. The parking strategy could also be used for future planning and projects. It was commented this could tie into the wayfinding project. Parking lots were also commented as being a good candidate for map kiosks. A traffic Flow study was also suggested.

The wayfinding project has to be completed by the end of this year. A meeting was held in Winnipeg on June 20<sup>th</sup> with the consultants. The project will be moving forward with the plan that was presented.

An update on the Canada Summer Games was given. The rowing events begin on July 29<sup>th</sup> at Garrow Park. Corey prepared an athlete information package which will be distributed to the athletes. The group was encouraged to attend the events.

**ii) NCIR (Northern Communities Investment Readiness) Applications – Investment readiness assessment**

**Moved by Teresa Gallik, seconded by Colt Manson and Carried -**

That the Board of Directors of the Lake of the Woods Development Commission supports the City of Kenora's application to the Northern Communities Investment Readiness (NCIR) Program for the delivery of an Investment Readiness Audit; and further

That the LOWDC confirms its financial commitment of up to \$2,500 for the project; and further

That the LOWDC hereby approves any cost overruns associated with the project.

**b) Tourism**

**i) Tourism Officer Report**

There is no Tourism Officer report at this time.

**ii) Tourism Special Events Update**

There is no Tourism Special Events Update at this time.

**iii) Wauzhusk Onigum Nation Annual Powwow Request - Confirmation of E-vote**

The recommendation not carried.

**iv) Highway 17 Rest Area Expansion**

Information on the Highway 17 Rest Area Expansion was circulated to the group. It was commented that the intent of the expansion is a layback for transport trucks. Washrooms were discussed and it was thought there are currently outdoor washrooms available at the site. There is currently Discovery Centre signage at this location and it was commented that once the expansion is complete we would want to make sure the Discovery Centre signage is still prominent. The expansion was seen as an opportunity to have marketing material for visitors to come to Kenora.

**Mayor David Canfield arrived at 9:35am**

**c) AGM Date**

Potential dates for the AGM were discussed. It was the preference of the group to hold the meeting in September or October. The AGM date has been tentatively set for October 12<sup>th</sup> at 5:00pm at the Discovery Centre.

**6. Communications and/or Announcements Roundtable**

Councilor Goss spoke on the e-vote process and brought forward his concerns on the process. He expressed the need for a special meeting to be held and if that is not possible the item needs to be addressed at the next scheduled LOWDC meeting. There was a discussion about the e-vote that was done for the Wauzhusk Onigum Nation Annual Powwow Request.

Councillor Goss informed the group of the Tops & Bottoms Regatta event at the Kenora Rowing Club this weekend as well as the Men's Soccer Tournament at the Tom Nabb Soccer Field.

Teresa spoke on the summer season for the hotels and commented this summer is comparable to last year.

Mayor David Canfield spoke on some possible changes coming to the Endangered Species Act. Industry and environmental impacts were discussed.

Kelly shared with the group that Loraine Cobiness and Ken Behrsin have been appointed to the LOWDC by Council.

## **7. Next Meeting Date**

- **Friday, August 18, 2017 at 9:00am, City Hall, Council Chambers**

## **8. Adjournment**

The meeting was adjourned at 9:54 a.m.