



Minutes

Of a Meeting of the Lake of the Woods Development Commission of the City of Kenora Thursday, March 23, 2017 at 9:00 a.m. Operations Training Room

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**With** Graham Chaze, Acting Chair, Lindsay Wenaas, Richard Kroeker, Councillor Mort Goss, Mayor David Canfield

**Staff** Megan Dokuchie, Economic Development Officer, Josh Nelson, Tourism Development Officer, Kelly Galbraith, Administrative Assistant

**Regrets** Karen Brown, CAO, Ron Sabourin, Chair, Colt Manson, Councillor Sharon Smith

### 1. Call to Order

Graham Chaze called the meeting to order at 9:08 a.m.

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

There were none declared.

### 3. Confirmation of Minutes

#### a) Moved by Councillor Goss, seconded by Lindsay Wenaas and Carried -

That the Minutes of the Commission meeting held on December 20, 2017 be confirmed as written and filed.

#### Discussion:

Notes from the March 6, 2017 meeting have been circulated to the Commission members however they do not require a motion.

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

##### i) Adoption of Strategic Plan

#### Moved by Lindsay Wenaas, seconded by Councillor Goss and Carried -

That the Lake of the Woods Development Commission adopts the 2017-2019 Strategic Plan with applied revisions.

## **Discussion:**

Megan has completed the revisions to the Strategic Plan as well as edits to the mission statement with some rewording. The broadband piece has been added to the Strategic Plan and it was asked if there are any comments on supporting actions for broadband. It was asked if residents in town can be polled to see if they have broadband service and if so, what level of service they receive. There was a conversation on how to define the scope of the problem and how to track it. The idea of developing a report with the collected data to evaluate the localized services and use this as a measurement tool was discussed.

Mayor David Canfield arrived at 9:16 a.m.

### **ii) Robert Kitowski Resignation Recorded Moved by Teresa Gallik, seconded by Graham Chaze and Carried -**

That the Lake of the Woods Development Commission accepts the resignation of Robert Kitowski as director/treasurer from the Lake of the Woods Development Commission.

Background: The recommendation was moved by Teresa Gallik and seconded by Graham Chaze at the March meeting held without quorum. An e-vote was conducted with the members not in attendance, for the recommendation stated above, beginning on March 21<sup>st</sup>, 2017, with the deadline to reply in favor or not by 5:00 p.m. on Wednesday, March 22<sup>nd</sup>. It was announced by email that the recommendation had been carried as a result of the e-vote.

### **iii) Board and Committee Memberships – Call for applicants**

There was a discussion on the vacancies on the LOWDC. An ad has been placed in the newspaper with a call for applicants and will be processed by the City Clerk and taken to Council.

### **c) Tourism Committee Minutes**

#### **Recommendation:**

There are no minutes to be confirmed at this time.

## **5. New Business:**

### ***Financials***

#### **i) 2017 Budget**

Josh and Megan put together a plan for the 2017 budget. They shared that all committees will present their budget to Council on April 18<sup>th</sup>. Graham and Lindsay volunteered to present to Council. Josh and Megan will there to answer any questions from Council.

Megan informed the group there is an ask for a 10% increase to the budget for Economic Development. The funds have been delegated to projects such as the Video Project, the Opening a New Business Toolkit and Cultural Awareness Training.

The Choose Kenora Campaign was also mentioned and there has been an application for \$19,000 from the Rural Economic Development (RED) Program.

Josh provided an update on the Tourism budget. The budget is \$25,000 plus an additional \$10,000 for Canada 150 celebrations.

There was a discussion on sound in the White Cap Pavilion during concerts and events. It was noted that improvements to the stage have been made however there is still a need for baffling. Baffling options were discussed. Richard offered to provide contact information for a company he has close contact with who identifies and provides solutions to sound issues.

## **6. Other Commission Business**

### **a) Economic Development – EDO Update**

Megan reported on the activities in Economic Development. There was a visit from Ontario Lotteries & Gaming (OLG) and Gateway Casinos & Entertainment Ltd on March 13<sup>th</sup> and 14<sup>th</sup>. OLG and Gateway provided great feedback and the City is waiting to hear what their next steps will be.

Bridge Road Developments Ltd has announced a senior's housing project in Kenora. The City is working with them on the re-zoning by-law which will be brought to the PAC meeting in April and to Council in May. There was a discussion on the price of rent/life leases and it was commented the prices are comparable to Winnipeg. The group felt this will create inventory in the housing market and excitement for the project was shared.

A successful applicant for the Youth Internship Application has been chosen.

All City staff are attending Cultural Awareness Training. The final session is being held on April 10<sup>th</sup> from 8:00a.m-12:00p.m and it was asked if any Commission members are interested in attending. Richard, Lindsay and Graham have asked to attend the training.

### **i) RED Program**

#### **Moved by Graham Chaze, seconded by Lindsay Wenaas and Carried -**

That the Lake of the Woods Development Commission approve the application to the RED Program for the Choose Kenora project and further;

The Lake of the Woods Development Commission will contribute up to \$5000 for the project.

### **b) Tourism**

#### **i) Tourism Officer Report**

The rental of the Discovery Centre was discussed at a recent Tourism Committee meeting. There will be a decision at the May Tourism Committee meeting on whether or not the facility will continue with rentals after 2017.

The summer Matiowski Farmers Market is sold out for the 10 week season. A shuttle for vendors and patrons has been discussed. The cost of the shuttle would be applied to vendors and would help promote the use of the mall parking lot.

Northern Ontario Heritage Fund (NOHFC) has approved funding totaling \$269,500 for enhancements to the Kenora Rowing Club.

The Raise the Stage project is waiting on confirmation if they have been approved for their \$27,000 grant application. Approval for Phase 1 has been given and is waiting on the final decision. It is expected they will be notified by the end of March if the application has been approved. There was a question if the LOWDC had contributed any monies for the project and was noted there has been no monetary contribution however, assistance with grant applications and promotion of the project has been given. It was also commented that the City has contributed \$15,000 towards the project. Josh will follow up with Adam Smith, Special Projects and Research Officer to see if there are any G52 grants available.

#### **ii) Tourism Special Events Update**

Josh provided an update on Canada Summer Games. The Local Organizing Committee is working on developing two athlete villages at St. Thomas Aquinas and Beaver Brea High Schools as well as athlete services, entertainment and marketing.

#### **iii) Kathleen Novak's Resignation from the Tourism Committee Moved by Lindsay Wenaas, seconded by Councillor Goss and Carried -**

That the Tourism Committee accepts the resignation of Kathleen Novak from the Tourism Committee effective January 17, 2017; and further

That the Tourism Committee hereby appoints Ashley Luby as the Chamber representative to the Tourism Committee.

#### **iv) Transferring Funds from Special Events to Winter Carnival Moved by Councillor Goss, seconded by Lindsay Wenaas and Carried -**

That the Lake of the Woods Development Commission agrees to transfer \$3,000 from Special Events – Tourism Grants to Winter Carnival Revenue.

#### **v) "Dip, Dip & Swing"**

#### **Moved by Lindsay Wenaas, seconded by Graham Chaze and Carried -**

That the Lake of the Woods Development Commission approves the \$2000 grant for the Lake of the Woods Arts Community "Dip, Dip and Swing" indoor/outdoor art exhibit from the 2016 Tourism Grant reserve fund.

#### **Discussion:**

The Lake of the Woods Arts Community (LOWAC) is sponsoring "Dip, Dip & Swing" Indoor/Outdoor Art Exhibit in Kenora which will run from June 1<sup>st</sup> to August 20<sup>th</sup>. The exhibit will be similar to the very successful Muskies on Main gallery held a few

years ago. Muskies on Main was discussed and it was said to be a great draw for locals and visitors to the area.

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

### **a) Designate Temporary Chair of the Commission**

**Moved by Lindsay Wenaas, seconded by Councillor Goss and Carried –**

That in the Chair's extended absence, the Lake of the Woods Development Commission hereby appoints Graham Chaze as the temporary Chair of the Commission effective immediately with the temporary Chair having the authority to execute all documents for Lake of the Woods Development Commission.

### **b) Roundtable**

The LOWDC will have an in camera session at the Committee of the Whole meeting on April 11<sup>th</sup> to highlight the work being done in the sector profiles. Lindsay has volunteered to be the presenter. It was commented that the new kenora.ca website has done a great job at highlighting the sector profiles.

## **7. Next Meeting Date**

- Tuesday, April 11 – Report to Council
- Thursday, April 20 – Monthly Meeting

## **8. Adjournment**

The meeting was adjourned at 10:18 a.m.