



NOTES

Of a Meeting of the Lake of the Woods Development Commission of the City of Kenora Monday, March 6, 2017 at 9:00 a.m. Operations Building Boardroom

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**With** Graham Chaze, Acting Chair, Teresa Gallik, Lindsay Wenaas, Councillor Mort Goss

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

**Regrets** Mayor David Canfield, Karen Brown, CAO, Ron Sabourin, Chair, Colt Manson, Richard Kroeker, Councillor Sharon Smith

### 1. Call to Order

Graham Chaze called the meeting to order at 9:00 am. It was noted there was no quorum however the group decided to proceed with the meeting.

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

There were none declared.

### 4. Confirmation of Minutes

#### a) Moved by Councillor Goss, seconded by Lindsay Wenaas

#### Recommendation:

That the Minutes of the Commission meeting held on December 20, 2016 be confirmed as written and filed.

#### Discussion:

The motion was not carried due to lack of quorum. This will be brought forward to the March 23, 2017 meeting to be carried.

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

### **i) LOWDC Strategic Plan – Revised Tables**

The revisions made to the tables of the LOWDC Strategic Plan were discussed. Megan informed the group the benchmarks and supporting actions were compiled of the original strategic planning session, comments that were sent in by Commission members as well as pieces that Josh and Megan collaborated on. Megan will complete the final edits and bring the revised strategic plan to the next meeting to be adopted.

The vision statement was discussed and it was agreed by the group that tourism should be an important part of the statement but not so heavily focused on tourism alone. The group was asked to bring forward some ideas and key words to the next meeting.

### **ii) RED (Rural Economic Development) Program Moved by Lindsay Wenaas, seconded by Teresa Gallik**

#### **Recommendation:**

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.

#### **Discussion:**

The motion was not carried due to lack of quorum. This will be brought forward to the March 23, 2017 meeting to be carried.

## **c) Tourism Committee Minutes**

#### **Recommendation:**

There are no Minutes to be confirmed at this time.

## **5. New Business:**

### ***Financials***

The financials from the 2016 budget year released in January 2017 were circulated to the group. It was noted there is a deficit in 861 (Tourism LOWDC) and a surplus in 862 (Special Events LOWDC). Josh noted there are more up to date financials which he will provide to the group.

With Robert's resignation from the Commission as Treasurer, the group will need to appoint/recruit a new Treasurer which will be further discussed at the next meeting.

## **6. Other Commission Business**

### **a) Economic Development**

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

Megan provided the group with an EDO update on the manufacturing sector profile, status of housing, youth internship, Canada Summer Games, and assisted living. She advised the group that OLG and Gateway will be hosting a meet and greet type event at the Lake of the Woods Discovery Centre. Once the date and time have been finalised she will extend an invitation to the Commission members via email. She also informed the group the City of Kenora has launched their new website and encouraged all members to check it out.

### **b) Tourism**

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

Josh spoke on the Winter Matowski Farmers Market. This past weekend wrapped up the winter farmers markets for the season. He commented that all winter farmers markets were a success.

The Northwestern Ontario Food Forum was held at Seven Generations Conference Centre and was well attended.

The Kenora hospitality Alliance released their 2017 calendar which is widely popular with residents. The calendar features photos of the area and its wildlife and events.

Updates on NOHFC grants were given for both the Kenora Rowing Club and Raise the Stage projects.

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

The Winter Bites campaign wrapped up at the end of February. The campaign is growing in popularity with residents. It was commented that during Scotiabank Hockey Day in Canada many visitors also enjoyed Winter Bites.

Scotiabank Hockey Day in Canada was an incredible event that brought out a large number of spectators to all events. Josh informed the group that the event organizers reported the busiest activations the event has seen to date. It was commented that Kenora received great national exposure and the community spirit was also discussed.

The Winter Carnival was held on March 3<sup>rd</sup> to 5<sup>th</sup>. The fireworks and concerts were well attended. The Mushin for Mutts and Kids Can Fish events continue to grow and were very successful. The warm winter weather did impact some of the events scheduled for Sunday.

#### **iii) Kathleen Novak's Resignation from the Tourism Committee**

**Moved by Lindsay Wenaas, seconded by Teresa Gallik**

**Recommendation:**

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 Shandis Duguay as the Chamber representative to the Tourism Committee

**Discussion:**

The motion was not carried due to lack of quorum. This will be brought forward to the March 23, 2017 meeting to be carried.

It was noted that Shandis Duguay may no longer sit on the Chamber. An email has been sent to the Chamber for an update. An amendment to the recommendation may be required.

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

**Recommendation:**

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

**Discussion:**

The motion was not carried due to lack of quorum. This will be brought forward to the March 23, 2017 meeting to be carried.

**6. Communications and/or Announcements**

**a) Robert Kitowski – Resignation**

**Moved by Teresa Gallik, seconded by Graham Chaze**

**Recommendation:**

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.

**Discussion:**

The motion was not carried due to lack of quorum. An e-vote will be sent to the Commission members not in attendance for their vote.

Robert's resignation has been forwarded to the City Clerk and the position will be advertised in the newspaper. The group identified the need for a Treasurer as well as additional members. Recruitment will be discussed at the next meeting.

**b) Designate Temporary Chair of the Commission**

**Moved by Lindsay Wenaas, seconded by Councillor Goss**

**Recommendation:**

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.

**Discussion:**

The motion was not carried due to lack of quorum. This will be brought forward to the March 23, 2017 meeting to be carried.

**c) Roundtable**

There was no roundtable discussion.

**7. Next Meeting Date**

- Thursday, March 23<sup>rd</sup> at 9:00 a.m.

**8. Adjournment**

The meeting was adjourned at 10:36 a.m.