



MINUTES
SPECIAL COMMITTEE OF THE WHOLE
Tuesday, December 18, 2018
10:00 a.m.
City Hall Council Chambers

Present: Mayor D. Reynard
Councillor M. Goss
Councillor R. McMillan
Councillor A. Poirier
Councillor K. Ralko
Councillor S. Smith
Councillor C. Van Wallegghem

Staff: Karen Brown, CAO, Heather Kasprick, City Clerk, Jon Ranger, Deputy Treasurer

Call Meeting to Order

Mayor Reynard called the meeting to order at 10:00 a.m.

Public Notices

Take Notice that as required under Notice By-law #144-2007, Council intends to adopt the following items at this Special Meeting of Council:

N/A

Declaration of Pecuniary Interest & General Nature thereof

- i) On Today's Agenda
- ii) From a Meeting at which a Member was not in Attendance

Councillor Poirier declared an indirect pecuniary interest as it relates to the Kenora Public Library budget presentation as his spouse is a member of the Kenora Public Library Board.

Deputations

None.

1. Budget Presentations by Groups/Boards

Kenora Handi Transit Board

Jackie McAllister thanked the City staff who assist the Handi Transit Board all year and the New Horizons ladies who are so supportive. She thanked the City staff that take care of their financial needs all year long. Also to the staff who were involved in getting their new bus. They really appreciate their hard work and diligence. A big thank you to Mike Mostow

and his staff at the garage. They take great care of the Handi Transit buses all year. New Horizons and the ladies who manage the bus daily with so much passion for handi transit. The drivers who are invaluable and very hard to come by and to the Board members for their support.

Ms. McAllister's employers, Gillon's Insurance for the resources and time needed to keep Handi Transit moving as she Chairs the Board. It takes a community to raise a child and run the Handi Transit!

The November statement had shown them coming in under budget this year. Even so, they are asking for the same amount of \$81,800 as they have asked for in the 7 prior years. The reasons why are that they have picked up more clients recently and would like to run a second bus on busier days for a short 4 hour shift so they can accommodate the request for service. They also had an opportunity to hire more part time drivers allowing them to be able to do this. They do not know how much more this will cost as it will be a moving target so it is not reflected in this budget. They would like to request that the balance that they have from this current year be held over to meet the added cost that they will need to provide the current demand. For your information, any balance left over at year end is transferred to the bus replacement account.

Ms. McAllister also welcomed Chris Van Wallenghem to the board and would like to have a meeting at his earliest opportunity so he may bring him up to date on the happenings of Handi Transit. The Board meetings are held at New Horizons on the second Wednesday of the month at 11:45 am. It is a lunch meeting and the current cost is \$6.00.

Council thanked Ms. McAllister for her presentation and her dedication to the Handi Transit Board.

All Nations Health Partners – Recruitment Committee

Anita Cameron is the Co-Chair of the Health Care Recruitment Committee along with Don Parfitt. The Committee is asking Council to renew the commitment of \$25,000 per year for 3 years. Ms. Cameron acknowledged the leadership that Council has shown in getting this initiative going that started 3 years ago when some physicians asked Council to lead some changes in health care for our community when we were reaching a physician crisis. 3 years ago that deputation happened and the leadership of Council acknowledged the players and partners around the table and that has brought the Indigenous partners to the table. The committee pooled the resources together and hired a full time recruiter. The Committee has made a lot of progress but we are still not where we need to be. We continue to have people reach out to the committee interested in choosing Kenora and the recruiter is making great progress on her efforts. The continued commitment of \$25,000 will ensure we can continue this work.

Council thanked Ms. Cameron for her presentation and a copy was left with the Clerk.

Triple P.L.A.Y.

Sheelagh Reid from Triple P.L.A.Y. is an Executive member on the committee and is presenting to Council today on behalf of the Board. The Board is in the process of just replacing the coordinator. They are a local committee made up of service providers that ensure kids are involved in leisure and organized activities. They are currently supporting over 1,000 children per year either through sports or leisure activities. The struggle is

funding the administrative funds required to run the program. They hold numerous fundraising events annually to try to cover these costs. NavCan holds an annual golf tournament and they are looking at creating a bursary for leadership in community through coaching or referring. The bike program at BBSS continues and is also a positive impact to the kids in the community. Triple Play is sport and leisure and have helped kids in music, kids travel but they look at the barriers of the families applying. It's about belonging and being together. It's about children who can't afford to otherwise participate and children what they want to pursue. It's a give back and some come back and help with fundraisers. Triple Play is requesting \$12,000 of support from the City.

Council thanked Ms. Reid for her presentation and her commitment to the Board and a copy was left with the Clerk.

Sunset Country Travel Association

Gerry Cariou from Sunset Country Travel Association presented his request to Council for a 2019 membership to the Association. His presentation is coming off of a year where the annual funding was deferred to the LOWDC.

Sunset Country is a grass roots organization. They are a not for profit organization which is funded solely from the memberships that they have to generate annually. They have to ask businesses for support and they are a Regional destination support. The scope and scale is different from Tourism Kenora. They do similar things but do it on a different level. From a Regional perspective and Kenora being one town in Northwestern Ontario, the destination brand is Sunset Country, Ontario, Canada. It is an organization that focuses on externally and regionally which is significantly different.

Council directed Sunset Country to the LOWDC in 2018 for the membership support and Mr. Cariou feels the Commission has nothing to do with the City and is a different organization. Tourism Kenora has a good partnership with Sunset Country, and also has a small membership but they also receive a student with that money.

27.5 cents per citizen amounts to \$4,200. That gives good value. We are not just fishing and hunting but events and festivals. They appreciate the challenges that Council has in managing taxpayers dollars. 14 other communities support Sunset Country and Kenora is not on that list and the head office is here with 4 staff. The investment is something the City should take a second look at. The City gets a return on this investment. They get the word out about our beautiful destination and have had proven success.

Council questioned the impact of visitors being turned away at the border. The new impaired driving laws in Canada come into effect today. The rules will now be uplifted to serious criminality. We don't condone DUI but it is being treated the same as an armed robber, someone guilty of a serious crime. The issue is ongoing. They haven't had much success at lobbying the change but the problem is going to get worse with the new impaired driving charges.

Council questioned if they do any tracking of marketing? It was explained that they don't use a booking system for bookings as a direct result of their marketing so it is hard to say for sure. For every dollar they spend they feel it is \$4-5 in return.

Kenora Public Library Board

Councillor Andrew Poirier declared an indirect pecuniary interest for the next presentation and left the Council Chambers.

Marj Poirier and Crystal Alcock presented their request to Council for the 2019 budget. In order to maintain the level of service that the library provides to the community they are asking for an increase of \$10,245 in their municipal operating grant. This would mean an increase from \$613,001 to \$623,246. This works out to a 1.7% increase. The Boards CEO, together with the Finance Committee of the Board, worked long and hard making adjustments to the budget being presented to Council.

Mrs. Poirier then highlighted some great things that happened at our library in 2018. The Library hosted author Chip Wilson on March 10. He spoke about his involvement in mapping the Trans Canada Trail by canoe. Once again the Library welcomed Big Daddy Magic on March 3 (for 2 shows) in conjunction with the Kenora Winter Carnival and this interactive performance was extremely well attended. Big Daddy Magic has been booked again for March 2019. Two writing workshops and a book reading were held in the library on June 28 featuring bestselling author Gail Anderson-Dargatz. The reading area was transformed into a learning space for the registered participants who attended. This event was co-hosted by the Kenora Writers Group. The Keewatin branch held a community garage sale on July 14 as a way to bring the community together. Summer programming in the children's department was once again very popular. It was standing room only at the birthday party for Harry Potter- the children's section looked like it was straight out of Hogwarts. The drive in movie was another hit. Here the children made cars out of cardboard boxes then sat in them and watched a movie (yes there was popcorn). The Fancy Nancy Tea Party was an "oo-la-la" event once again. The library held five story walks over the summer. These were held on Market Day and many families took part in the walk along the Harbourfront walking from page to page following a story. Tell Me A Story continues to be an extremely valuable and meaningful program. Residents at Pinecrest take great pride reading and making crafts with children. They just love it when the kids come for a visit and it's been popular with the children as well. We have been very fortunate to be able to continue and provide this program by partnering with schools within walking distance of Pinecrest. On a similar vein the home delivery service continues to be well utilized by homebound members of our community. One of the new programming initiatives that the library is doing is creating more meaningful activities for the tween/teen age bracket. A paint and pizza night was held in July to a packed house. It was evident that more needs to be provided to this age bracket and a Teen Advisory Group made up of a staff member and teens was established. To date they have met three times. The Library partnered with the Museum as well as some merchants along Main Street for a Hallowe'en trick or treating and craft event. This was very successful and they hope that it will become an annual event. The Giller Gala took place in the library this year. In the past it has been in different venues but it made sense to host it in our own space. Guests were treated to appetizers while they watched the Gala presentation streamed from Toronto. It's always an anticipated event for the bibliophiles in Kenora. With Christmas just around the corner Santa made a stop to the Library. The library will continue to bring the Dolly Parton Imagination Library program to young children in the City of Kenora and surrounding areas. The goal is to sign up all children within the 0-5 range. Children who are registered will receive an age appropriate book in the mail until they reach the age of five. This program promotes early literacy and family engagement in literacy activities.

2019 promises to be another busy and full year for both the Kenora Public Library Board and Staff. The Library Board will be revisiting their Strategic Plan beginning in the New Year. The Board looks forward to seeking input from its stakeholders. The Board is also very excited to welcome three new members to the table. With this in mind the Board is hoping to offer an orientation day that would cover such things as governance, the Public Library Sector in Ontario, Legislative context for governing public libraries and marketing management. The Library looks forward to continuing offering a variety of programs in 2019.

Mrs. Poirier acknowledged the hard work of the CEO Crystal Alcock. She always keeps the Board apprised of what is going on in the Library and has a strong vision for where she sees the library moving into the future.

Council questioned the increase which focuses around the strategic plan which has been identified as a priority for 2019 as it has been five years and is time to bring back.

Council questioned if there is a surplus in the Library budget what happens with that surplus. It was confirmed that the Library gets to keep that allocation.

Council thanked Mrs. Poirier and Mrs. Alcock for their presentation and a copy was left with the Clerk.

Andrew Poirier returned to the meeting.

Lake of the Woods Development Commission

Graham Chaze presented the budget request to Council on behalf of the Lake of the Woods Development Commission. There are five priority areas developed in alignment with the City of Kenora Our Vision is 20/20 Plan. Creating an Open for Business Culture; Collaborating on Housing Development; Advancing Kenora's Brand Promise; Pursuing Opportunities for Indigenous Engagement; Encouraging Younger Generations to Live and Work in Kenora.

In 2018, the Lake of the Woods Development requested \$102,448 to deliver priorities outlined in the 2017-2019 Strategic Plan. Department 860, Economic Development \$30,000, Department 861, Tourism, \$27,448, Department 862, Special Events \$20,000, and Department 833 Brand Development \$25,000.

Part of the funding the Board is seeking is maintaining the 2018 funding levels with the exception of the Brand Leadership Team request. The Board would like to allocate the Municipal Accommodation Tax revenues to be accessed pending project development. The Board can operate on our same budget that allows us to have a steady transition. The big picture goal is to be self-funded with the new MAT and they want to take that tax and build up a nest egg and build up those reserves.

The Lake of the Woods Development Commission Strategic Plan sunsets in 2019. The LOWDC will undertake a session in 2019 to extend the plan to 2020 which will align with the City of Kenora's strategic plan. In 2020, the LOWDC will develop a strategic plan to coincide and run parallel to the new City of Kenora strategic plan. We want to clearly define a role of LOWDC for 2019 and the future and they are looking at opportunities for a new governance structure.

The \$25,000 for brand leadership they are not asking for it at this time. The LOWDC recognizes it is a big ask and to show a compromise for that we won't ask for that money. We feel we can pull that money from the new accommodation tax to meet their brand initiatives. There are a lot of unknowns there with the new MAT and that's why they wanted the same budget level. There are good opportunities coming up.

It was clarified that the 2018 budget season the \$25,000 BLT funding was directed to take from MAT so that is not a new savings.

Council thanked Graham for his presentation and a copy was left with the Clerk.

Lake of the Woods Museum Board

Rita Boutette is present with Lori Nelson, Museum Director, and Rita has been part of the Museum Board for many years.

Lori Nelson, Museum Director provided Council with a snapshot of 2018. The number of visitors to the Museum - 11,943 (an increase over 2017 of 145 visitors). Number of temporary exhibits - 7 (as compared to 9 in 2017). Number of children and adult programs offered (this ranged from ethnic cooking demonstrations to cemetery tours, to ice cream making to book launches) and number of participants in those programs. 33 programs with 1,670 participants (an increase over 19 programs and 1,151 participants in 2017). Number of student visits to the museum and students benefitting from in-school museum programming - 16 class visits from 9 different schools with 444 students (a decrease from 22 visits and 876 students). Number of artifacts and photographs added to the collection - 285 (2017- 266 artifacts). Funding leveraged for capital and operating projects - \$2,043,573 confirmed with a further \$164,000 requested, for which we are awaiting approval (in 2017- \$48,162). Number of unique items in the Museum gift shop - 1,300. Museum facility rentals - 54 (2017 - 53 rentals). Research requests - 116 (2017 - 65 recorded requests). Number of volunteers - 72 (2017 - 65).

The big news of 2018 is the Art Centre and the progress that has been made on that project, both in terms of securing funding and in the actual construction. Beyond that they have hired the Art Centre Curator and hope that within the next couple of months they will also be able to post the position of the Art Centre Educational Programmer.

While a considerable amount of time and resources have been focused on the Art Centre this year, they have endeavoured to keep the Museum active and engaging and the stats provided above, speak to continued community involvement in the Museum and continued growth and development of the Museum's offerings to the community.

Ms. Nelson has two budget requests this year. One for the Lake of the Woods Museum and one for the Art Centre. In terms of the Museum, the total budget for 2019 is \$479,042. The amount we are requesting of the City is \$292,331 which represents 61% of the total budget.

As in past years, this request represents the following: The salaries and benefits of the three full-time staff. The salaries and benefits for two summer students minus the anticipated funding of \$11,194 from Young Canada Works which supports summer student employment. The total for salaries and benefits this year exceeds those two considerations and in explanation of that the Museum Board has approved the hiring of a Collections

Management Assistant for one year to complete the collections project begun a couple of years ago when we had an NOHFC intern. The funding for this position is coming from one of the named reserve funds of the Museum, the Collection/Exhibition Fund, and it is indicated under the first line of revenue as Other Income and shows an appropriation of funds from reserves.

The major impact on our funding request of the City in 2019 is, of course, related to the operations of the Art Centre. In each of the presentations to Council about the Art Centre over the past two years, they have made their request for support from the City clear and it relates to operations. The Museum's commitment indicated from the outset that the Museum would find the resources to support the capital costs related to the construction of the Centre and they have done that. Grant applications and a fundraising campaign have all been successful. The Provincial Government's Commitment and approval of \$1 million from the Northern Ontario Heritage Fund Corporation speaks to the province's recognition of the value of this project as an economic asset to the city and region. The Federal Government's Commitment and approval of \$1 million from Canadian Heritage's Cultural Spaces program confirms the federal government's recognition of the Art Centre as a significant cultural and community asset. The Private Sector's Commitment of the over \$2.5 million raised from the private sector testifies to the need for and the widespread public support of a vibrant art centre that will benefit both year-round and summer residents and visitors to Kenora. There is a recognition of the Art Centre as an educational asset, a creative hub and a valuable community space. In addition, they have secured the donation of a significant collection of art by Canadian artist Walter J. Phillips, with a specific focus on his Lake of the Woods works.

And, because of the generosity of two lead family donors, they have been able to establish a Legacy Fund to ensure the sustainability of the Art Centre well into the future. This is a restricted fund to provide additional support, when required, for art acquisitions, conservation work, curatorial activities, educational programming and exhibits at the Art Centre. The use of monies from the fund will be subject to Board approval and will only be accessed for unique and special projects.

And finally, because of the unfortunate passing of a longtime summer resident who was an art educator, an additional fund has been established by her family and friends in her honour. The Gail Konantz Art Education Fund has been established as an endowment fund with the Kenora and Lake of the Woods Regional Community Foundation with the yearly earnings to be directed specifically towards art education, for both youth and adults.

During the development of the Art Centre project, Ms. Nelson has done a number of presentations to Council. In the February 2017 presentation, they asked for Council's approval for three things:

1. To make an application to the Cultural Spaces Fund;
2. To establish a Capital Campaign to raise funds for the art gallery building project;
3. For the recommendation to the incoming Council of 2018 to commit to the ongoing annual provision of operating dollars for the art gallery in a percentage amount commensurate with their current funding to the Lake of the Woods Museum – 60% of total operating costs.

At that time we estimated an initial operating budget for the new art gallery of \$236,755. The motion covering these three items was moved by Councillor Rory McMillan, seconded by

Councillor Louis Roussin and carried. Now the Museum is at a point in the project where they are able to present an operating budget for the Art Centre. Given the support and recommendation of the previous Council on which four current members of Council served, the Museum has come with a level of confidence for support for and commitment to the operations of the Art Centre.

Their request remains the same – that Council commit to the ongoing annual provision of operating dollars for the Art Centre in a percentage amount commensurate with the current funding to the Lake of the Woods Museum in the amount of 60% of the total operating costs. What has changed is our projected budget total, which after much consideration and deliberation is \$312,186. The amount they are asking of the City for the Art Centre is \$187,297. This amount includes the employment costs of an Educational Programmer for the Art Centre and with the approval of the budget we will be moving as quickly as possible to fill that position. As noted in her last budget presentation to the previous Council, the importance of having two staff in place 5-7 months before opening is imperative to do much of the preparation and foundational work for the Art Centre.

In total, the Museum request of the City of Kenora for the Museum and the Art Centre is \$479,628.

The museum reserve funds were explained. They have 3 special reserve funds. One for the purchase or acquisition of artifacts, the second is geared towards exhibitions for collections and an operating reserve. Those funds, upon the Museum board approval, can be accessed for opportunities. Anything they don't have budgeted for in the annual operating budget the Board can withdraw from these reserve funds and accessed at the Boards discretion.

The collections management position is funding through NOHFC internship program we were able to hire an intern. The project is to maximize the storage space at the Museum looking at artifacts in storage, photographing, reorganizing their storage area, given the workload of the full time staff and that project won't be completed without someone fully dedicated to it.

The budget presented is for 6 months with an anticipated opening date is July so it is based on 6 months. The ask would have been \$375,000 if it was for a full year. Because it is a new program there are some aspects that we are making guestimates about. Staffing is the biggest factor. Karen added that you can't double the staff line. 11 months in salary, close to the full funding for staffing is included in this budget request.

Capital, in theory you raise \$4.5 million dollars, what happens if the project comes in under the board has made the decision that any excess will be directed to the legacy fund. Still have some requests out there and the capital campaign is still carrying on.

Council questioned how they envisioned it operating. Ms. Nelson explained they had a lot of discussions as they were developing the budget. They anticipate the same operating hours as the Museum. Tuesday-Saturday 10-5 in the winter and the summer open every day. They will require a more robust volunteer program where there will have to be training programs. There will need to be event based volunteers with educational program where visitors are in place. We see this very much as an expansion of the Museum and a lot of

synergies between the operations of the Museum. Memberships of the art centre and museum together. Staff will on occasion move back and forth between two entities some staff may move over there to help out.

Ms. Nelson noted that she did look at operational funding from the Ontario Arts Council. The eligibility is questionable because we are connected to the municipality. We have to show a certain level of independence from the municipality. We do have our own advisory board, separate financial statements, own charity status, but other considerations are that we can't apply for funding until we have been in operation for 2 full years so we are not eligible until 2021. We have been warned by our program officer that the process for applying for that fund is very onerous and time consuming. There are only 42 organizations eligible in Ontario. Considering the \$9,000-\$10,000 that we may get we will have conversations whether we would pursue that funding.

Council thanked Ms. Nelson for her presentation and to Ms. Boutette for her commitment to the Museum Board. A copy was left with the Clerk.

Meeting Adjourned at 11:15 a.m.