



**MINUTES**  
**SPECIAL COMMITTEE OF THE WHOLE**  
**Tuesday, February 20, 2018**  
**10:00 a.m.**  
**City Hall Council Chambers**

- Present:** Mayor D. Canfield  
Councillor M. Goss  
Councillor R. McMillan  
Councillor D. Reynard  
Councillor L. Roussin  
Councillor S. Smith
- Regrets:** Councillor C. Wasacase
- Staff:** Karen Brown, CAO, Heather Kasprick, City Clerk, Charlotte Edie, Treasurer, Jon Ranger, Budget/Special Projects

**Call Meeting to Order**

Mayor Canfield 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

There were none declared.

**Deputations**

None

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**1. Budget Presentations by Groups/Boards**

**Kenora Handi Transit Board**

Jackie McAllister presented Council with the Kenora Handi Transit 2018 proposed budget. She noted that the 2017 user fees were down as ridership is down due to in-house care

for Pinecrest & Birchwood and clients passing away. The Board request to the City remains the same for 2018 at \$81,800. The Board is increasing the wage and benefits to drivers to starting at \$16/hr as it is hard to find drivers and to retain them. Contract services increased in 2017 due to demand of staff time. They are hosting a spaghetti dinner to help raise funds for the program and tickets are available to anyone who can come out to support.

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

### **Triple P.L.A.Y.**

Debbie Novak presented her 2018-2019 proposed operating and program costs. She provided Council with a copy of her most recent newsletter and highlighted the successful community partnerships in 2017. She was particularly excited about the new partnership with NavCanada which now offers a leadership bursary called the NavCanada Leadership bursary. These funds will assist youth in our community to pursue the role of coach, referee, life guard or another position that would enable the applicant to go beyond participation in any activity and into a leadership role.

Debbie highlighted the many volunteers who make the program so successful and the amazing community partnerships that she does not pursue, they come to her offering to donate.

Debbie advised that numbers in the program are not going down and you will see an increase in the Admin line which has increased by \$5,000 as the website desperately needs to be upgraded. Triple P.L.A.Y. ask remains the same at \$12,000.

Council thanked Mrs. Novak for her presentation and a copy was left with the Clerk.

### **Lake of the Woods Development Commission**

Lindsay Koch, on behalf of the Lake of the Woods Development Commission, presented the 2018 budget request. In 2016, the board of directors undertook an exercise to develop the 2017-2019 strategic plan, which has provided a framework for project work under five priorities:

- 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.

They are requesting the same amount as they received in 2017. They have carry over allocations for projects that were underway in 2017 that will be completed in 2018 including the development of a walking tour app, completion of the Choose Kenora campaign, development of the business tool kit and completion of the ongoing winter campaign. They are also requesting to utilize funding from reserves to implement a redevelopment plan for the Discovery Centre.

In economic development, the 2018 budget request will allow them to continue to partner with community organizations including the Kenora and District Chamber of Commerce, Lake of the Woods Business Incentive Corporation, Harbourtown BIZ, Lake of the Woods

District Property Owners Association, Township of Sioux Narrows-Nestor Falls, and Kenora Young Professionals Network to deliver projects outlined in their strategic plan. Included projects are the continuation of the Super Summer Sunday program, revitalization of the Business Development Committee and hosting a potential housing forum.

It was questioned if Economic Development will continue to look at recreational tourism? Staff advised that the relationship is strengthening between recreation and tourism and they are looking to focus on building upon those recreational opportunities in economic development.

Council thanked the Commission for their presentation and a copy was left with the Clerk.

### **Kenora Public Library Board**

Maureen Wasacase on behalf of the Kenora Public Library Board, presented a snapshot of their accomplishments over the past year along with their plans for 2018.

The library continues to provide a vital community space that is welcoming to all in our community. Library staff provide programs that support literacy and build community, most importantly, they are accessible to all members of the community, including the most vulnerable, with no cost barriers. The library is a popular year round destination for citizens, tourists, local schools, daycares/day camps, and families to visit. In 2018, they are requesting a 2.7% increase to their municipal operating grant.

2017 Accomplishments, Partnerships, and Community Outreach:

- In 2017 the library partnered with community members and organizations to bring the Dolly Parton Imagination Library to Kenora. This program has been very successful with over 180 children registered in the first 6 months. These children will receive an age appropriate book in the mail every month until they reach the age of five. The program promotes early literacy and family engagement in literacy activities. They have been very fortunate to receive such great support from the community for this worthwhile project. In 2017, fundraising, donations and grants from the community, totalled over \$10,000! Their goal is to sign up all children in the City of Kenora and surrounding areas within the 0-5 age range. Dolly Parton Imagination Library is now available to all First Nation Children living On-Reserve in Ontario, with funding from the Ministry of Education.
- In 2017 they offered over 150 programs to the community. These programs included story time, daycare visits, summer day camp visits, summer reading programs, magic shows during Winter Carnival, book launches, school visits, story walks on Market Days, Science North in conjunction with Harbourfest, Family History Day, and paint parties! The most rewarding program has been, Tell Me A Story, our Intergenerational Storytime, that they conduct at Pinecrest in partnership with schools in the neighbourhood. Hockey Day in Canada was up there too!
- All of the above programming would not have been possible without the grant they received for two student positions through Service Canada's Summer Jobs Program. They had one student dedicated to providing assistance with programming and one dedicated to Technology, this included weekly Technology Clinics and helping with the influx of users during the summer months, accessing our computers and Wi-Fi.

- The Digital Creator Space in the Keewatin Branch is providing programming and a hangout space for 15-19 year olds that are interested in becoming producers of digital media instead of just consumers. They are one of six spaces in Ontario that have partnered with the Near North Mobile Media Lab on their Digital Creator North four year pilot project. This project brings equipment, and most importantly, the expertise to help staff and the community become familiar with new technologies and Media Arts. Key partners include Ontario Trillium Foundation, Canada Council for the Arts, Ontario Arts Council, the Media Arts Network of Ontario, Northern Ontario Heritage Fund Corporation, and Cultural Spaces Canada.
- In the fall, they partnered with the local colleges and presented to the students on their orientation day. They introduced them to library services and welcomed them to the community with a free library card.
- Over 80 exams were invigilated at the library, allowing students to remain home in Kenora, to work, live, and play, while pursuing distance education.

The library continues to grow and advance with the changing needs in the community. They were a community hub before community hubs were a thing. They are more than just books and banks of computers, libraries are still places where individuals gather to explore, interact, and imagine. They continue to provide up to date technologies, such as books and magazines in multiple formats, for various devices. They provide access to equipment and infrastructure that for some, is only available through their local library. Libraries have always held the sharing economy philosophy of consuming less and sharing more.

The library is a popular amenity for visitors to the area, whether it be for information, internet access, and children's programs, or to fulfill leisure reading needs. In 2018 they are exploring a partnership with the Ne-Chee Friendship Centre to offer an Anishinaabemowin story time at the library. Be on the lookout in 2018 as they experiment with pop-up libraries around the community, maybe even at our fantastic parks and beaches.

The library continues to work to meet the goals of our Strategic Plan for 2014-2019. Through their mission, vision and values, they will continue to provide our community with essential and innovative services that enrich lives by ensuring access to resources that inspire and encourage cultural expression and lifelong learning.

Last year the City gave the library \$614,634. They are asking for a 2.7% increase this year, with the total amount to be \$631,364. They have adjusted their costs where they could but in order to accommodate rising employment costs they are seeking an increase in funding this year. On behalf of the Library Board, Ms. Wasacase thanked Council for the funds the library received last year. Without them, Kenora's library would not exist. The City of Kenora provides the bulk of the Library's revenue and they are also extremely grateful that the City helps to spread the word about this great community resource, through its Communications department. They are especially looking forward to the unveiling of the new wayfinding signs later this year.

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

## **Lake of the Woods Museum Board**

Lori Nelson thanked Council for the opportunity at this time of year to come before them to talk about the Museum and its financial needs. As in past practice, the Museum provided a copy of their 2017 Annual Report which is a summary of the activities and achievements of the Museum over the past year and it provides Council with an accounting of the value the City has received for its operating support in 2017.

The first significant change to the Museum in 2017 was the establishment of an Indigenous Advisory Committee to the Museum Board. The Committee was made up of four members of the Anishinaabe and Métis communities, a Board member and Lori Nelson. They met last month to debrief on the year and originally members were asked for a one-year commitment and then they would all assess the value and purpose of the Committee. There was a feeling by both Committee and Board members that this group was a valuable addition in guiding the Museum in the areas of Diversity and Inclusion, a direction identified as vital to all museums in Ontario.

The second initiative is, of course, the Art Centre. This multi-year project is leading them into another year of transition with the construction of the Art Centre and with the operational responsibilities that go along with it. It was back in February of last year that Council approved the Museum moving forward with this significant project which will have positive implications from a cultural point of view but also from a tourism and economic development perspective. The Museum Board assured Council that they would find the capital funding for this project.

The fundraising began in late June of 2017 with what they called the “quiet phase” of the campaign when direct asks were made to both local and lake residents. They had an outstanding response. In September when they launched the public phase of the fundraising they were able to let people know that they had already raised over \$1 million dollars of our \$2.5 million dollar goal. As of today, they have received pledges, commitments, donations in the amount of \$2.17 million. They have allowed people to advance their donations over 5 years, so the actual cash-in-hand they have at this point is just over \$1 million. They are confident that in the next 6 months or so, the goal of \$2.5 million of private sector funding will be achieved. In addition, application has been made to NOHFC’s Strategic Economic Infrastructure program for \$1 million and to federal Cultural Spaces program for \$1 million. Beyond that, several lead donors have requested that their donations, totaling \$1 million, be directed to a Legacy Fund. This fund will be for special operational needs which extend above and beyond the usual operations. Its investment will ensure the sustainability of the Art Centre well into the future.

While the fundraising has been going on the Art Centre Committee has been working with Nelson Architecture to develop a design for the new building that:

- addresses the needs of the community, today and into the future,
- maximizes the footprint that we have available to us,
- considers the addition to a heritage designated building,
- incorporates green technology,
- accounts for accessibility,
- meets the Class A requirements for an art gallery,
- and is itself an artistic statement.

All of these decisions have been informed by the cultural and physical contexts that exist.

It's anticipated that the job will be tendered by early to mid March, with construction commencing in the spring of this year. The anticipated opening of the Art Centre will be in the summer of 2019.

The Board committed to sourcing the capital funds for the project, which they have done. They asked that the City's commitment to the project be in support of the operations of the Centre, at approximately 60% of the budget as the City currently supports the Museum's operations. Important to this part of the conversation has been the art donor's expectation that the City "have some skin in the game." At the time of that request, this Council was unable to commit the Council that will be elected in the fall of this year to those operating funds, however, a motion to recommend this support to the incoming Council was noted.

While fund raising, grant writing and building design have been in process, consideration has also been given to the operations of the Art Centre. It is the intention that it will operate under the auspices of the Museum Board, with the two full-time staff being under the supervision of the Museum Director with the idea that they would incorporate the operations of the Art Centre into the broader institution of Museum and Art Centre.

The Museum's budget this year is \$451,687. Their request of the City is \$300,708, an increase of 5% over last year's budget. Their grant request covers the salaries and benefits of the Museum staff only. What is not included in this budget and which they would ask for Council's consideration as an addition to the \$300,708 is the operating expenses related to the hiring of the Art Centre Curator in the fall of this year. Even though the Art Centre will not open until the following summer, there is much work to be done in preparation for the opening. Everything from policy development, to exhibit planning and implementation, to assisting with the set-up of the interior of the Art Centre, planning the opening, etc. The employment costs for this staff member would be approximately \$18,000 which would include salary and benefits for the last three months of 2018.

The Board would like to hire the Art Centre Programmer early in 2019. While they recognize that Council cannot approve the funding for this position, they ask for the approval for the hiring so that they can proceed with that process early in 2019 and get that person in place as soon as possible in the new year. The importance of having the two staff in place 6-9 months before opening is imperative to do much of the preparation and foundation work for the Art Centre. So important is it to have the Programmer in place by the beginning of 2019 that, if necessary, they will find the funds for that position until the new Council approves the 2019 budget, but they will need approval to do the hiring.

The Board did hire a Capital Campaign Assistant in September of last year on an 8-month contract. That position is being funded through the monies raised through the campaign. While they will be assessing the need for that position as the campaign continues, this is a full-time position dedicated solely to the fundraising efforts and there would be no overlap between the duties of this staff member and the Art Centre Curator and Programmer. All these positions require different skill sets and knowledge so they would not ask someone who is essentially doing administrative work to curate exhibits.

Ms. Nelson emphasized that a huge contribution to this project (about 70%) is being made by the private sector. If you consider the \$2.5 million for capital, the \$1 million for the

Legacy Fund, and the valuation of the donated art collection at \$1 million. Because of this, because people have written personal or business cheques to support this project, their involvement in it is much greater than it would be if it had been fully funded by tax payer's contributions. With a personal donation comes a heightened vested interest in the project, a magnified connection, a sense of ownership, and an elevated expectation. It is vital that when the Art Centre opens everything is in place and ready to go. We have only one opportunity to make a great first impression and we are intent on doing that. But we need staff in place in a timely manner in order to do this well. Many of the donors will base their confidence in the institution and their hope for its future on their first walk into the building. We need to ensure that they feel like their investment has been well worth it, because we know that the first impression will have a lasting impact on the future support that donors are willing to provide to the Art Centre and Museum.

In summary, the Board is requesting, in total \$318,708 from the City for the 2018 operating budget and approval to hire the Art Centre Programmer in 2019.

Council questioned what happens if the grants do not come through and sought confirmation that the Board is not coming back to the City for a half million dollars. Ms. Nelson assured Council that they will not be coming back for a half million and would continue to seek other funding. With the Cultural Spaces Grant they will not know until September if they are successful.

It was questioned if there will be any increased revenue. Ms Nelson explained that she has done a 3 year forecasting for the operations. Based on the model the museum is currently using there will be opportunity. When building this project, they tried to consider how they will work together. A fear with one of the staff members moving forward with the Art Centre was that all of the focus will go to the Art Centre and support for the Museum directly may dwindle. Instead, staff are finding the opposite and they are finding a heightened awareness of the Museum is being realized. Support to this capital campaign are from people who have not supported the Museum before and they are beginning to get recognition for the Museum.

Council requested to administration that on a go forward basis, it would be nice to see what the prior year's budget was which would make it easier to do an analysis. If we provided this to all the groups to use in advance, they could input their numbers and all groups are then presenting in the same format.

Council recognized all the community volunteers and staff who help to make all of these boards and organizations successful.

The meeting adjourned at 10:48 a.m.