



Minutes

**Of a Meeting of the Lake of the Woods Development Commission
of the City of Kenora
Thursday, April 18, 2019 at 9:00 a.m.
City Hall, Council Chambers**

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With Graham Chaze - Chair, Lindsay Koch - Co-Chair, Teresa Gallik - Treasurer, Councillor Mort Goss, Mayor Daniel Reynard

Staff Megan Dokuchie - Economic Development Officer, Josh Nelson - Tourism Development Officer, Kelly Galbraith - Deputy Clerk, Stace Gander - Community Services Manager, Adam Smith - Development Services Strategist

Regrets Karen Brown - CAO

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.

3. Confirmation of Minutes

a) Moved by Lindsay Koch, seconded by Teresa Gallik and Carried -

That the Minutes of the Lake of the Woods Development Commission SPECIAL meeting held on March 21, 2019 be confirmed as written and filed.

b) Follow-Up on Previous LOWDC Meetings

i) Update on the Strategic Plan

Graham extend his thanks to Stace for facilitating the half day work plan session held on March 21st. The group shared their excitement for the projects identified and are looking forward to putting the plan into action. The list of

projects was reviewed and prioritized by the group based on the seasonality of project.

iii) Request to Council to finance projects identified

Stace shared with the group that he has requested that the City will cash flow the projects which would allow for the LOWDC to start moving forward with some of the projects where time is the essence, such as docking. He is working with the City Treasurer to confirm to what extent the City will go and he will circle back to the group once this has been confirmed.

4. New Business:

Financials

The financial reports were circulated to the group for their review. Josh and Megan spoke to the accounts and no questions or concerns were brought forward.

5. Other Commission Business

a) Economic Development

i) EDO Update

Megan provided an update on the Economic Development projects that are underway;

- A request for proposal for the Vacant Land Supply and Growth Analysis is complete.
- Phase four of the Downtown Revitalization project is underway. Tenders for the project close April 18th at 11:00am.
- LOWDC members attended Economic Development Training held in Dryden at the end of March.
- The Regional Economic Development Organization group met in March with the next meeting planned for June in Sioux Narrows.

Updates on the items identified in the LOWDC Work Plan were given;

- The Super Summer Sundays campaign planning is in the works. There will be a strong focus on programming in 2019.
- The Rural and Northern Immigration Pilot project application was submitted on March 11, 2019 and is awaiting a response if the application was successful or not.
- The public washroom in the Downtown Revitalization Project will have servicing roughed in this year. Further planning will be done for design concepts and ideas.

ii) Youth Internship Application

Moved by Teresa Gallik, seconded by Councillor Goss and Carried -

THAT the Board of Directors of the Lake of the Woods Development Commission approves an application to the Northern Ontario Heritage Fund Corporation for a youth intern for a two year period; and further

THAT the Board of Directors of the Lake of the Woods Development Commission approves a contribution of \$25,275.20 over a two year period; and further

THAT the Board of Directors of the Lake of the Woods Development Commission hereby approves any cost overruns associated with the project.

iii) Comparative Advantage Analysis Report

Moved by Lindsay Koch, seconded by Councillor Goss and Carried -

THAT the Board of Directors of the Lake of the Woods Development Commission accepts the final report submitted by Urban Systems for the Competitive Advantage Analysis.

b) Tourism

i) Tourism Officer Report

Josh informed the group that the Spring marketing campaign has begun. The campaign will run from now until the middle of June.

Destination Northern Ontario (the regional Tourism organizations for 13C) is investing in trying to attract international travellers to Northern Ontario, Kenora and Lake of the Woods has been identified as a cluster. Josh will be attending Rendezvous Canada at the end of May to showcase our region to international buyers.

Science North in conjunction with Greg Rickford's office will be making an announcement at the Discovery Centre on April 24th at 10:00am.

The Trails app is now available on the app store. The official launch is scheduled for May long weekend. There is remaining funding from the project which will be put towards advertising and promotion of the app in hotels.

Tourism and Rec Centre staff will have a booth setup at the Kenora Home Show on May 3rd-5th.

Megan left the room at 9:45am

ii) Tourism Special Events Grant Approval

Moved by Mayor Reynard, seconded by Teresa Gallik and Carried -

THAT the Lake of the Woods Development Commission approve the following 2019 Special Events Grants:

Kenora ArtsFest	\$2,500
Sasquatch Bush Crawl	\$10,000
Total:	\$12,500

Discussion: The Tourism Committee held their first meeting of the 2018-2022 term on April 17th to review the applications that were submitted for the Tourism and Special Events grants. Nine applications in total were submitted with \$123,000 in asks.

The grant allocation process was discussed by the group. It was shared that there were frustrations experienced by some Tourism Committee members when reviewing the applications and allocating the funds. Private businesses asks for infrastructure was debated by the Tourism Committee. As a result two applications were turned down due to their request for infrastructure.

It was asked if the LOWDC is interested in supporting private businesses with infrastructure for their events. Portable washrooms, picnic tables, fencing, etc. were identified as items many businesses would require to run events. Responsibility for setup/take-down, storage and liability was discussed. Stace offered to reach out to PINES to discuss if they would be interested assisting with setup and takedown, etc. and at what cost.

Megan returned to the room at 10:15am

6. Communications and/or Announcements

a) Roundtable

Teresa shared that the Clarion Hotel patio was recognized in the Eastern Hotelier Magazine. City staff will share the article with Kerri Holder, Communications Clerk to post on social media.

7. Next Meeting Date & AGM Date

- The regular monthly meeting will be held on May 15, 2019 at 4:00pm.
- The AGM will follow at 5:00pm at the Lake of the Woods Discovery Centre.

8. Adjournment

The meeting was adjourned at 10:25 a.m.