



To: Council

From: Lake of the Woods Development Commission

Date: July 28, 2011

**Re: Northwest Business Centre Agreement with
Ministry of Northern Development, Mines & Forestry**

Recommendation:

THAT Council hereby approves the updated Agreement between the Ministry of Northern Development, Mines & Forestry and the City of Kenora regarding the Northwest Business Centre; and

THAT the Mayor and Clerk be hereby authorized to execute said Agreement

Background:

The City of Kenora has operated the Small Business Enterprise Centre (SBEC) program since 2001, as an agent of the Government of Ontario (represented by the Ministry of Northern Development, Mines & Forestry – operating in the North on behalf of the Ministry of Economic Development & Trade). This agreement outlines the legal obligations of both the City and MNDMF as it relates to the transfer of program funding, operations of the program, and the City oversight responsibilities.

Annually, the Northwest Business Centre, on behalf of the City, provides MNDMF with a Business Plan, outlining operations for the following fiscal year as a means of meeting and agreeing to the existing Legal Agreement; a letter of Agreement follows the successful business plan submission as well as quarterly funding payments for that fiscal year.

With the recent changes to MNDMF through the inclusion of the Forestry division, the existing Letter of Agreement is no longer accurate, and is due for updating. This updating process is being repeated across all Centres in Northern Ontario.

This new agreement offers only one primary change as it relates to the old document and in practical operation continues the efforts as previously agreed upon by all parties.

The primary change:

- The Province, through MNDMF, requires Certificate of Insurance from the City of Kenora as the delivery agent

Communications: Agreement and report sent to Council

Budget: No change

