



Minutes

Committee of the Whole

Monday, May 14, 2012
3:30 p.m.
City Council Chambers

Action

Present: Mayor D. Canfield
Councillor C. Drinkwalter
Councillor R. Lunny
Councillor R. McKay (arrived late)
Councillor R. McMillan
Councillor L. Roussin
Councillor S. Smith
K. Brown, CAO
R. Perchuk, Operations Manager
S. McDowall, HR Manager
C. Neil, Recreation Services Manager
J. McMillin, City Clerk

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A. Public information Notices

As required under Notice By-law #144 -2007, the public is advised of Council's intention to adopt the following at its May 22, 2012 meeting:-

- I. An amendment to the 2011 capital budget to appropriate an additional \$60,434.41 from the Keewatin Recreation Complex Reserve to cover the cost overage for the new compressors at the Kenora Recreation Centre.
- II. Adoption of the 2012 Business Improvement Board Levy in the amount of \$50,261.41;
- III. Authorization of an additional budget request in the amount of \$70,000.00 to complete the 2012 Municipal Paving Program and Library Parking Stalls to be funded through the reallocation of said funds from the Bridge Inventory/Audit project approved under the 2012 Capital Budget.

B. Declaration of Pecuniary Interest & the General Nature Thereof

- 1) On Today's Agenda
- 2) From a Meeting at which a Member was not in Attendance.

Councillor McMillan made a Declaration on Item #7 under Finance (Mayor's Coalition Committee) and Item #4 under Corporate Services (Police Board Minutes) as his wife serves on the Kenora Police Services Board;

Councillor Roussin made a Declaration on Item #3 under Community & Protective Services (Library Resolution Request) and Item #1 under Operations (Library Paving) as his wife is an employee of the Public Library Board.

C. Motion for Confirmation of Previous Committee Minutes:

Moved by R. McMillan, Seconded & R. Lunny & Carried:-

That the Minutes from the Special Committee of the Whole Meeting held April 2, 2012 and of the last regular Committee of the Whole Meeting held April 10, 2012 be confirmed as written and filed.

D. Deputations:

3:30 p.m.

Presentation by LOWDC – Q1 Report

Don Denver provided an overview of the Report on behalf of the Lake of the Woods Development Commission for the period January to March, 2012. The report is attached to and forms part of these Minutes.

Councillor McMillan expressed the many positive comments on the new branding, summer events and the revitalized Harbourfront during last week's Winnipeg Home & Cottage Show.

Councillor Lunny asked what has attributed to the increase in visitors to the Discovery Centre and Don believes it is the building itself as an attraction and its spectacular view.

Councillor Smith referred to the projected 457 jobs over the next few years and that it's a good target as well as good news story. She echoed the positive comments received during the Cottage Show in Winnipeg.

Councillor McKay also stated that the Show was positive and everyone is excited about coming to Kenora for the summer.

Mayor Canfield referred to the NOMA delegates also being impressed with Kenora and how clean our downtown is; he mentioned the good feedback regarding Buck Matiowski's program that started a number of years ago.

The Commission was thanked for the Report and they left the meeting at 3:49 p.m.

E. Reports:

Community & Protective Services

Councillor Drinkwater, Chair, reviewed the Committee reports:-

1. Lease Agreement – Loaf 'N Jug

Recommendation:

That Council give three readings to a by-law to authorize the execution of a

three year lease agreement with Loaf & Jug for an area of municipal property which a deck encroaches on a portion thereof located at 1132 Ninth St North.

Recommendation approved (resolution and by-law).

JMcMillin

2. Lease Agreement – Hap’s on the Harbourfront

Recommendation:

That Council give three readings to a by-law to authorize the execution of a three year lease agreement with the Hap’s on the Harbourfront Inc. for municipal property (municipal sidewalk area) abutting Bernier Drive and 130 Main St South, Plan3 Blk 1 lot 4 PCL 10770 Design as RP 23R6182 PTS 12, 13 & 14 in the amount of \$350.00 per year for the three (3) year term.

Recommendation approved (resolution and by-law).

JMcMillin

3. Lease Renewal Agreement – Red Cross

Recommendation:

That Council give three readings to a by-law to authorize the execution of a two (2) year lease agreement with the Canadian Red Cross for municipal property located 1008 Ottawa Street (Unit A).

Recommendation approved (resolution and by-law).

JMcMillin

4. Library Board Resolution Request

Recommendation:

That Council adopt a resolution supporting the request from the Kenora Public Library Board calling for Industry Canada to re-instate Community Access Program Sustainability Funding; and further

That a copy of the resolution be forwarded to Honourable Christian Paradis, Minister of Industry and Greg Rickford, MP-Kenora, all libraries in Northwestern Ontario and the Ontario Library Association requesting that they endorse this resolution.

Discussion

Pending confirmation with Erin Roussin, it was agreed to remove the reference to circulating Kenora’s resolution to all libraries in Northwestern Ontario.

Amended Recommendation:

That further to the request received from the Kenora Public Library Board, Council of the City of Kenora hereby supports the Board’s position and calls upon Industry Canada to re-instate Community Access Program Sustainability Funding; and further

That a copy of this resolution be forwarded to Honourable Christian Paradis, Minister of Industry and Greg Rickford, MP-Kenora, ~~all libraries in Northwestern Ontario~~ and the Ontario Library Association requesting that they endorse this resolution.

Recommendation approved as amended.

(The Clerk clarified details with Erin Roussin on circulation of the resolution and it is as reflected in the amended recommendation).

**JMcMillin
Council**

Corporate Services

Councillor McMillan, Chair, reviewed the Committee reports:-

1. K.D.S.B. Report from Councillor Roussin

Councillor Roussin referred to the bundling of funds for housing for 2012/2013 and they will come up with an amount of money for social housing and homelessness and DSAB will be held accountable, he also noted that the Ontario Works caseload is down in Kenora.

Early childhood education was mentioned and there will be renovations to schools as funded by DSAB's in order to accommodate Early Childhood Education in schools which eventually will be an uploaded cost. Apparently the School Board intends to charge DSAB's a lease fee for the space.

The Land Ambulance was mentioned and that every so many years there has to be a review; there was an audit completed with very good comments by the Regulators of that program. Non-emergency patient transfer is a big issue and DSAB is prepared to complete its own audit and will be itemizing all costs associated with the program.

First Response Regulations are being discussed for further cost savings to the end of 2011 and Councillor Roussin is hopeful it is due to the zero based budgeting through the operational review. DSAB is looking for more savings and believe there will be further savings realized.

2. Renaming of Black Sturgeon Island

Recommendation:

That further to the request received from Deb Small regarding the re-naming of her "Island A" described as CON 1M PCL5441 in Black Sturgeon Lake, the Council of the City of Kenora hereby supports the proposed name change of "Island A" to "James Island" after the original trapper that first owned the island; and further

That a copy of this resolution to be provided to Deb Small that will form part of her application that is being forwarded to the Province of Ontario's Geographic Names Board for approval of this name change.

Recommendation approved.

JMcMillin

3. South Harbourfront Lot and Harbourfest

Recommendation:

That authorization be hereby given for the closure of the South Harbourfront Parking Lot as set out below in conjunction with Harbourfest 2012:

From Friday, August 4 at 6:30 p.m. to
Sunday, August 6 at 6:30 p.m.; and

That Harbourfest is responsible to erect and dismantle the necessary barricades for this purpose and to provide access to the lot for Emergency Vehicles if and where required; and

That the City of Kenora is not responsible for the removal of, or owner notification to any vehicles that may be parked in the South Harbourfront Lot at the posted closure times; and further

That Administration develop a policy for the use of the South Harbourfront Lot for events for Council's consideration.

Discussion:

It was discussed that part of the reason for having a permanent tent structure was to avoid the closure of the lot for special events. It was mentioned that if it is done for one group it will have to be done for others, however Committee agreed the requests could be considered on an individual request basis.

Administration was requested to obtain further information on the impacts of closing the lot for special event purposes and provide to Council before Tuesday's meeting.

JMcMillin

Amended Recommendation:

That authorization be hereby given for the closure of the South Harbourfront Parking Lot as set out below in conjunction with Harbourfest 2012:

From Friday, August 4 at 6:30 p.m. to
Sunday, August 6 at 6:30 p.m.; and

That Harbourfest is responsible to erect and dismantle the necessary barricades for this purpose and to provide access to the lot for Emergency Vehicles if and where required; and

That the City of Kenora is not responsible for the removal of, or owner notification to any vehicles that may be parked in the South Harbourfront Lot at the posted closure times; and further

~~That Administration develop a policy for the use of the South Harbourfront Lot for events for Council's consideration.~~

That each request for closure of the South Harbourfront Parking lot be considered by Council on a request by request basis for approval.

JMcMillin

Recommendation approved as amended.

Vice-Chair Councillor Smith reviewed the following report due to Councillor McMillan's Declaration of Pecuniary Interest:

4. Various Committee Minutes

Recommendation:

That Council hereby adopts the following Minutes from various City of Kenora Committees:

- January 4 & April 5 – Harbourtown Centre Committee
- February 8 – Accessibility Advisory Committee
- February 22 & March 2 – Youth Council Minutes
- March 5 – Kenora Police Services Board
- April 2 – Special Committee of the Whole
- April 10 – Committee of the Whole
- April 11 – Property & Planning Committee
- April 11 – Kenora Urban Trails Committee
- April 17 – Community Policing Committee
- April 18 – Environmental Advisory Committee
- April 20 – Audit Committee
- April 24 – Lake of the Woods Museum Board

That Council hereby receives the following Minutes from other various Committees:

- March 23 - Northwestern Health Unit
- March 30 – District of Kenora Home for the Aged
- April 18 – LOW Development Commission

That these Minutes be circulated and ordered filed.

Recommendation approved.

JMcMillin

Economic Development

Councillor Smith, Chair, reviewed the Committee reports:-

1. Harbourfest Fireworks Report

Recommendation:

That Council of the City of Kenora hereby authorizes the issuance of tax receipts for any donation of \$100 or greater made to the City of Kenora between January 1, 2012 and August 31, 2012 to be used specifically towards the 2012 Harbourfest fireworks display; and

That the City will pay the invoice(s) for the actual purchase of fireworks, including any specifically related expenditures, direct to the appropriate supplier(s) for the 2012 fireworks display to a maximum of the actual donation amounts received; and

That the issuance of tax receipts for donations for fireworks be restricted specifically to the 2012 fireworks display in recognition of the tourism impact the event has to the City of Kenora; and further

That the Harbourfest Committee be advised of Council's decision, including all related restrictions.

Recommendation approved.

JMcMillin

2. Phase III DTR Funding Proposals

Recommendation:

That authorization be given for the Corporation of the City of Kenora to apply for funding to the Northern Ontario Heritage Fund (NOHFC) for the Phase III Downtown Revitalization Design Project; and further

That authorization be given for the Corporation of the City of Kenora to apply for funding to FedNor for the Phase III Downtown Revitalization Design Project.

Recommendation approved.

JMcMillin

Finance

Councillor Lunny, Chair reviewed the Committee reports:-

1. 2011 Budget Amendments Approved by Manager

Recommendation:

That Council hereby approves amending its 2011 capital budget to appropriate an additional \$60,434.41 from the Keewatin Recreation Complex Reserve to cover the cost overage for the new compressors at the Kenora Recreation Centre; and

That in accordance with Notice By-law #144-2007, notice is hereby given that Council intends to amend its 2011 Capital Budget for these purposes at its May 22, 2012 meeting; and further

That Council hereby gives three readings to a by-law to amend the 2011 budget for this purpose.

Recommendation approved (resolution and by-law).

JMcMillin

2. Appointments to Audit Committee

Recommendation:

That as recommended by the Audit Committee, Council hereby re-appoints the following Members to the City of Kenora Audit Committee in accordance with the terms set out below:

Kathleen O'Flaherty to November 30, 2013
Cindy Gasparini to November 30, 2014; and further

That Resolution Number 4 dated December 6, 2010 be and is hereby rescinded.

Recommendation approved.

JMcMillin

3. Audit Committee - Revised Terms of Reference

Recommendation:

That as recommended by the Audit Committee, the Terms of Reference for the Audit Committee be amended for the purpose of changing the number of Council Members on the Committee from three (3) Members to two (2) Members together with the removing the inclusion of Mayor as Ex-Officio, and to increase the number of citizen appointments to three (3); and

That arrangements be made to advertise for the additional citizen appointment immediately; and

That Council give three readings to a by-law to authorize a revised Terms of Reference for the City of Kenora Audit Committee for this purpose; and further

That By-law Number 90-2011 be and is hereby repealed.

JMcMillin

Recommendation approved (resolution and by-law).

Councillor McMillan advised he will step down from the Committee so there will only be two Members of Council as recommended. The Clerk will make arrangements to advertise for the vacancy with that appointment replacing Councillor McMillan in due course.

4. 2012 BIZ Levy

Recommendation:

That Council hereby approves the Harbourtown Centre Business Improvement Board budget request in the amount of \$50,261.41 representing the 2012 Business Improvement Board levy; and

That Council hereby gives three readings to a by-law to adopt the estimates for funds to be raised for 2012 on behalf of the Harbourtown Centre Business Improvement Board; and further

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to formally adopt the 2012 Business Improvement Board Levy at its May 22nd meeting.

JMcMillin

Recommendation approved (resolution and by-law).

5. Increase in Provincial Payment-in-Lieu of Taxes

Recommendation:

That Council hereby supports and endorses the resolution from the Municipality of Meaford, to increase the Provincial payment-in-lieu of taxes for hospitals, universities and colleges, and correctional institutions; and further

That a copy of the resolution be forwarded to the Premier of Ontario, Minister of Finance, MPP for Kenora-Rainy River, the Minister of Municipal Affairs and Housing, the Association of Municipalities of Ontario (AMO), and the Municipality of Meaford.

Recommendation approved.

JMcMillin

Discussion

Committee discussed what the impact might be if the various government agencies paid property taxes versus a head tax. Mayor Canfield advised he will broach this matter at his AMO Board meeting in June and report back to Committee. It was discussed Council might want to consider submitting a separate resolution to AMO on this suggestion if it is viable.

**Mayor
Canfield**

6. March Financial Statements

Recommendation:

That Council hereby accepts the monthly Financial Statements of the Corporation of the City of Kenora as at March 31, 2012.

Recommendation approved.

JMcMillin

Councillor McMillan left the room while Item #7 was discussed.

7. Mayor's Coalition Report

Recommendation:

That Council hereby participate in and fund the Mayors Coalition Steering Committee for affordable, sustainable, accountable policing; and further

That a copy of the resolution be forwarded to the Mayors Coalition Steering Committee.

After a lengthy discussion as to how to proceed, it was suggested this item go forward for a decision at the May 22 Council Meeting.

Recommendation→ to go forward to Council.

JMcMillin

8. Prosperity Trust Fund

Recommendation:

That Council hereby accept the report on the Kenora Citizens' Prosperity Trust Fund.

Recommendation approved.

JMcMillin

9. Revised Credit Card Purchase Policy

Recommendation:

That Council hereby approves the amended City Purchase/Credit Cards Policy #FI-01-2; and further

That the appropriate by-law be adopted for this purpose.

Recommendation approved.

JMcMillin

10. Section 357 Write Offs

Recommendation:

That the Section 357 tax adjustments totaling \$9,706.42, with potential refunds of \$6,159.85 be approved.

Recommendation approved.

JMcMillin

11. Tax Collector Appointment

Recommendation:

That Council give three readings to a by-law to appoint Melissa Shaw as Tax Collector for the City of Kenora effective immediately; and further

That By-law Number 78-2010 which appointed Pat Geisel be rescinded effective June 15, 2012.

Recommendation approved (resolution and by-law).

JMcMillin

Operations Committee

Councillor McKay, Chair reviewed the Committee reports:-

1. 2012 Municipal Road Works Tender

Recommendation:

That Council hereby authorizes an additional budget request in the amount of \$70,000.00 to complete the 2012 Municipal Paving Program and Library Parking Stalls; and

That Council hereby authorizes the additional request to be funded through the reallocation of \$70,000.00 from the Bridge Inventory/Audit project approved under the 2012 Capital Budget; and

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to amend its 2012 Capital Budget at its May 22nd meeting; and

That Council hereby gives three readings to a by-law to amend the budget for this purpose; and further

That the following tenders for the 2012 Municipal Road Works be received:

- Pioneer Construction Inc. \$876,106.20 (HST not included)
- Moncrief Construction Ltd.\$ 996,994.44 (HST not included)

That the tender submitted by Pioneer Construction Inc., in the amount of \$876,106.20 (HST not included), be accepted.

Recommendation approved (resolution and by-law).

JMcMillin

2. Bear Wise Program

Recommendation:

That the Council of the City of Kenora hereby requests the Ministry of Natural Resources to reconsider its position regarding the Bear Wise Program, being a decision to no longer provide site-specific visits and to no longer trap and relocate problem bears from the City of Kenora.

Recommendation approved.

JMcMillin

3. Coney Island Wharf Review Inspection

Recommendation:

That the City of Kenora prepare an RFP for Engineering Services for the review and design for the replacement of the Coney Island Wharf; and

That this request for proposal include tender documents and contract administration for the works; and further

That the Coney Island Wharf shall not be used for vessel craft exceeding 24 feet and be of light duty (pontoon or small craft) for drop off and pick only.

Discussion

It was discussed that rather than an RFP for Engineering Services, the original direction had been for an RFP for dock rehabilitation and Rick advised he will prepare and circulate a revised report before next week's Council meeting.

RPerchuk

Amended Recommendation:

That the City of Kenora prepare an RFP for Dock Rehabilitation for the Coney Island Wharf; and further

That the Coney Island Wharf shall not be used for vessel craft exceeding 24 feet and be of light duty (pontoon or small craft) for drop off and pick only until rehabilitation works are completed.

Recommendation approved as amended.

JMcMillin

4. Coney Island Shuttle

Recommendation:

That Council give three readings to a by-law to authorize a two year contract between the City of Kenora and Wharf Marina to provide a shuttle service to Coney Island for the 2012 and 2013 seasons; and

That approval be given to provide a municipal grant to Wharf Marina in the amount of \$2,500 for the Coney Island Shuttle Service for the 2012 season; and further

That the Mayor and Clerk be hereby authorized to execute the agreement on behalf of the City of Kenora.

Recommendation approved (resolution and by-law).

JMcMillin

5. Downtown Revitalization Phase 3 Consulting Eng. Services

Recommendation:

That the following proposals for the City of Kenora Downtown Revitalization Phase 3 Consulting Services be received (HST extra):

	Design/Tenders	Contract Admin/Inspection	Total
ENL	\$ 288,350.00	\$ 396,407.00	\$ 684,757.00
AECOM	\$ 340,500.00	\$ 495,000.00	\$ 835,500.00
KGS	\$ 514,475.00	\$ 851,225.00	\$1,365,700.00
GENIVAR	\$1,170,650.00	\$ 654,000.00	\$1,824,650.00;

and further

That the proposal submitted by ENL, in the amount of \$288,350 + HST in 2012 for design and tendering services and \$396,407 + HST for contract administration and inspection services for anticipated construction in 2013, 2014 and 2015, conditional upon future government funding approval, be hereby accepted.

Recommendation approved.

JMcMillin

6. 2012 Dragon Boat Festival

Recommendation:

That the Council of the City of Kenora hereby acknowledges the Kenora Dragon Boat Festival on Sunday, August 12, 2012; and further

That the following approvals be granted in conjunction with the above-noted Special Event:-

1. That authorization be granted for the officials' boats to operate 50 h.p. motors on Rabbit Lake.
2. That authorization be granted for the event buoys to be placed in the water 1 day prior to the event, to be removed in the following week.
3. That exclusive use of Garrow Park and the Tennis Courts at Garrow Park be approved for this event on August 12, 2012.

Recommendation approved.

JMcMillin

7. Houseboats Mooring

Recommendation:

That Council authorize the mooring of the existing identified houseboats in the Northeast Bay of Coney Island for a term of one year (May 2012 to May 2013); and

That the owners of these identified houseboats shall be required to provide a copy of their liability insurance and proof of ownership to the City no later than May 31, 2012; and

That the vessel being moored shall have sufficient anchorage to prevent the vessel leaving the moored position under any and all related weather and ice conditions; and further

That a detailed description of the anchorage weights along with the confirmation of these weights shall be provided with the application of mooring to the City.

Discussion

It was agreed to amend the recommendation to extend the date for proof of liability insurance to June 30, 2012 rather than May 31, 2012.

It was discussed there should be requirements for owners to provide proof of an operating head on board as well as proof of pump outs.

Amended Recommendation:

That Council authorize the mooring of the existing identified houseboats in the Northeast Bay of Coney Island for a term of one year (May 2012 to May 2013); and

That the owners of these identified houseboats shall be required to provide a copy of their liability insurance and proof of ownership to the City no later than ~~May 31~~, June 30, 2012; and

That the vessel being moored shall have sufficient anchorage to prevent the vessel leaving the moored position under any and all related weather and ice conditions; and further

That a detailed description of the anchorage weights along with the confirmation of these weights shall be provided with the application of mooring to the City.

Recommendation approved as amended.

JMcMillin

8. Lakeview Drive Parking – Farmers Market Days

Recommendation:

That Council hereby approves an amendment to the Traffic Regulation By-law to allow parking along the south side of Lakeview Drive on the paved shoulder along the greenbelt from 190 metres west of the Roundabout, westerly for 160 metres on Wednesdays only for the period from June 20th, 2012 through to September 26th, 2012; and

That the City of Kenora Traffic Regulation By-law 127-2001 be amended to include the following changes to Schedule "B" – No Parking Areas – Tow

Away Zone and to Schedule "C" – Limited /Restricted Parking – Lakeview Drive:-

Schedule "B" No Parking Areas – Tow Away Zone

<u>Column 1</u> STREET/HIGHWAY	<u>Column 2</u> LOCATION	<u>Column 3</u> SIDE	<u>Column 4</u> TIME
<u>Delete:</u>			
Lakeview Drive	From Main Street South to 14 th Street	Both	Anytime
<u>Add:</u>			
Lakeview Drive	From the Roundabout to 14 th Street	North	Anytime
Lakeview Drive	From the Roundabout to 190 metres westerly	South	Anytime
Lakeview Drive	From 190 metres west of the Roundabout westerly for 160 metres	South	Sunday-Tuesday Thursday-Saturday
Lakeview Drive	From 350 metres west of the Roundabout to 14 th Street	South	Anytime

Schedule "C" Limited /Restricted Parking

<u>Column 1</u> STREET	<u>Column 2</u> LOCATION	<u>Column 3</u> SIDE	<u>Column 4</u> RESTRICTION
<u>Add:</u>			
Lakeview Drive	From 190 metres west of the Roundabout westerly for 160 metres; and further	South	2 hours Wednesdays

That this amendment be implemented on a "summer only basis" for the period starting June 20th, 2012 up to and including September 26th, 2012.

Recommendation approved (resolution and by-law).

JMcMillin

9. Nuisance Beaver Agreement

Recommendation:

That the Agreement appended hereto, between the Kenora Trappers Council and the City of Kenora, respecting nuisance beaver services for the period May 16 to September 15, 2012, inclusive, be accepted; and further,

That upon acceptance by Council, the Agreement be signed by the Kenora District Manager of the Ontario Ministry of Natural Resources, authorizing the Kenora Trappers Council to act as an agent under Section 31(2) of the Fish and Wildlife Conservation Act.

Recommendation approved.

JMcMillin

10. 8th Avenue South Pumping Station Replacement

Recommendation:

Whereas the City of Kenora accepted the proposal of KGS to provide consulting services for the Replacement of the Eighth Avenue South Pumping Station;

Now Therefore the Council of The Corporation of the City of Kenora enacts as follows:

1. That the Mayor and Clerk of The Corporation of the City of Kenora are hereby authorized to execute an Agreement between The Corporation of the City of Kenora and KGS Group., in accordance with the terms and conditions therein and affix the Seal of the Corporation thereto.
2. That three readings be given to a by-law for this purpose which shall come into force and be in effect from and after the final passing thereof.

Recommendation approved (resolution and by-law).

JMcMillin

11. Water Systems Monthly Report – March, 2012

Recommendation:

That Council of the City of Kenora hereby accepts the Kenora Water and Wastewater Systems Monthly Summary Report, as prepared by Randy Polischuk, Water and Sewer Foreman, Jim Campbell, Water Treatment Plant Operator and David Nachuk, Wastewater Treatment Plant Operator, for the month of March, 2012.

Recommendation approved.

JMcMillin

New Business

➤ **Budget Amendments for Recreation Centre Outdoor Works**

Councillor Lunny referred to the above matter and Colleen advised she is waiting for costs for the washroom building, and that funding would be used that was previously set aside. She indicated she does not have final prices as yet and it was noted funds can be moved around to accommodate this project this year if Council wants to shift the funding of the approved budget items.

The Clerk advised that with the need for notice for the budget amendments this item cannot move forward at this time but can be referred to either a Special Meeting or to next month's meeting; this would also provide time for the Recreation Services Manager to prepare the necessary report. It was mentioned this item may also form the basis of discussion at the Priority Setting meeting.

➤ **Prosperity Trust Fund Returns**

Councillor Roussin referred to the first quarter returns for the Fund, noting they are rather low. Karen explained it is only for the first quarter.

Reading of Proclamations:

Mayor Canfield read the following upcoming Proclamations:

- May 7 to 13, 2012 as "Nursing Week"
- May 26, 2012 as "Jumpstart Day"

Next Meeting:

- Monday, June 11, 2012.

Motion - Adjournment to Closed Meeting:

1. Moved by R. Lunny, Seconded by C. Drinkwalter and Carried:-

That this meeting be now declared closed at 5:55 p.m.; and further

That pursuant to Section 239 of the Municipal Act, 2001, as amended, authorization is hereby given for Committee to move into a Closed Session to discuss two items pertaining to the following:-

i) A Personal Matter about an Identifiable Individual

Reconvene to Open Meeting

2. Moved by S. Smith, Seconded by C. Drinkwalter and Carried:-

That Committee hereby reconvenes to the Open Meeting at 6:16 p.m. with the following from its Closed Meeting:

- Direction given to Administration with respect to a move on the Management Grid as per HR Policy #08-01-03 for a Staff Member.

The meeting adjourned at 6:20 p.m.

SMcDowall



Lake of the Woods Development Commission
Q1 Report to Council January – March 2012

Introduction

The Lake of the Woods Development Commission is pleased to present its Q1 report to Mayor and Council.

The first few months of 2012 have seen exciting developments in every area of the Commission's work.

Here are some of the highlights for the first quarter:

Business Development & Attraction is working actively with 15 businesses with the potential to create 457 jobs over the next few years. These businesses include local businesses planning expansions and new businesses to the area.

We have initiated a project focused on Lake of the Woods and are exploring the idea of Kenora becoming a Water Resource Centre and other concepts.

Tourism's focus this first quarter has been the re-branding process and it is our belief that we have hit a home run with the Brand Promise:

Kenora is North America's premier boating destination. We are the connection to the Lake of the Woods and its 14,522 islands. Through our events and amenities, we celebrate our history and build our future. We are stewards of the Lake, nurture its pristine environment and live the lake life.

Winter Carnival was a success and is developing into a winter event that will attract more and more visitors to the community in early March. Planning is well underway for the Matowski Market with new and returning vendors. The Harbourfront Tent is booked nearly every weekend until September.

On the Education & Training front, the first quarter saw the completion of the Lake of the Woods Training Centre Business Plan. A project manager has been hired to bring this project to fruition. This project has so much potential for Kenora and the area.

On behalf of the Board of the Lake of the Woods Development Commission, I would like to thank the volunteers who work on the Committees focused on the delivery of the Commission's 2012 Business Plan. We look forward to answering your questions about this report.

Business Development

Business Development & Attraction activities focus on three main areas:

- Business Attraction which focuses on bringing new business to Kenora
- Business Development which focuses on the support and growth of local business
- Destination Kenora which focuses on developments to attract new residents to Kenora

Q1 activities:

Activity	Q1
<p>Business Attraction:</p> <p>Working actively with 15 businesses in value added forestry, mining, commercial and land development, and small & medium sized business. Total potential job creation</p>	<p>15 businesses 457 jobs</p>
<p>Business Retention & Expansion</p> <p>May 31 is proposed completion date for 80 in-person retail business surveys by business development volunteers.</p>	<p>40/80 complete</p>
<p>Lake of the Woods Project</p> <p>Hired Kelli Saunders to develop the Lake of the Woods Project:</p> <ul style="list-style-type: none"> • Position Kenora to become IJC office • Develop a Water Resource Centre in Kenora • Develop Lake of the Woods watershed partnerships and funding applications 	<p>1</p>

<p>Ke-ondatiziying: How we will sustain ourselves Treaty 3 Area Economic Opportunities Conference Final Report</p> <p>Final report completed to be distributed to conference attendees</p>	<p>75 attendees</p>
<p>Funding Applications</p> <p>Have completed final draft Stage 1 applications to FedNor and NOHFC for Phase III Downtown Revitalization Design Project</p> <p>Have completed 2 NCIR applications for business development</p> <p>Have completed 1 application for Lake of the Woods Project</p> <p><i>Under Development</i></p> <p>Youth Internship application (\$27 500)</p> <p>Sector Profile Project (60 000)</p> <p>Treaty 3 Conference Follow Up project application (5 000)</p> <p>Lake of the Woods Project applications (5 000 +)</p>	<p>\$280,000 Completed</p> <p>\$ 97,500 Under development</p>
<p>Today in America-Hidden Gems Project</p> <p>Have developed project with Kenora Hospitality Alliance, BIZ, LOWBIC, and the Kenora & District Chamber of Commerce for combined contributions of \$21, 500</p>	<p>\$21,500</p>
<p>Harbourfront Docks: working with City staff on an RFP</p>	<p>1</p>
<p>Partnership Development</p> <p>Have met with 21 business and government, First Nations and other organizations, including regional meetings</p>	<p>21 organizations</p>

Tourism & Special Events

The Tourism Strategy (2008) identifies four key areas to ensure that Kenora and Lake of the Woods become a world class tourism destination:

- Year Round Marketing
- New Product Development
- Community and Industry Awareness and Training
- Special Events

Q1 Highlights

- Roger Brooks re-branding workshop was completed at the end of March with the launch of *Kenora: North America's premier boating destination*. The process began in December 2011 with a community survey. The Community survey had a considerable response rate with 754 completed surveys (approximately 5% of the population). The Brand leadership team has been assembled and announced. They will work on the 59 recommendations included in a report by Roger Brooks to implement the new brand.
- The March Winter Carnival was a huge success. Approximately 5,000 people took in the events on the Harbourfront over the course of the 3 day event. \$19,250 in sponsorship dollars were raised.
- In the first quarter of 2012, visitor numbers at the Discovery Centre were up 74% over the same period as last year. This is a trend that is expected to continue.
- Planning for the 2012 Matiowski Farmer's Market and the 4 monthly flea markets was in full swing in Q1. This year's market will be 25% larger in the new tent and the Special Events Coordinator has done a strategic vendor recruitment effort to ensure the space is full. Early uptake is strong.

- The Escape to Ontario regional marketing campaign, led by Kenora, took place over January and February 2012. This campaign promoted regional vacation packages and events. As a result of the advertising we have confirmed that at least 2 vacation packages were booked in Kenora as well as many casual weekend visitors who came from Manitoba. This campaign is fully funded by the Northern Regional Tourism Organization (RTO 13). In addition to this, we also ran our Snow Excuse Winter Advertising Campaign. We made more of a focus on targeting rural Manitoba and are happy with the results. The properties in the KHA reported that they received an increase in visitors and inquiries from rural Manitoba as a result of the campaign.
- Recruitment of events under the Harbourfront tent has been successful. In Q1 we were pleased to confirm 8 new evening rentals, 5 new full day event rentals, and 1 new weekend event rental had been booked in the period from June – September.

Q2 Activities will include the planting of the Lake of the Woods Discovery Centre interpretive forest, strong spring/summer advertising campaigns, gearing up the 2012 special events season including recruitment of new events under the tent, the launch of our new customer service and hospitality training sessions, and continued work on Kenora's new Brand Direction.

Education & Training

The Education and Training Committee has the mandate to retain local youth and attracting new learners to the community by increasing post-secondary education and training in Kenora.

The Education and Training Strategy identifies 4 key areas to bring that vision to Kenora:

- Developing a multi-purpose education/training facility
- Attracting a University presence to Kenora
- Developing a research facility
- Creating a local education and training consortium

Q1 Highlights:

- final Business Plan received from Grant Thornton in January and adopted by LOTWDC in April 2012
- Keewatin Patricia District School Board declared Lakewood School surplus at its April 10 meeting
- The Lake of the Woods Development Commission has created a Lakewood School Re-development Working Committee to oversee the project. The Committee is comprised of Chairman Georgie McEwen, Mayor David Canfield and Mort Goss
- The Commission has hired Jeff Port as Project Manager through a Memorandum of Understanding with the Township of Sioux Narrows-Nestor Falls. Jeff's role is to develop an ownership and management model based on the business plan and bring the project to fruition.