



Minutes

City of Kenora

Lake of the Woods Development Commission

Wednesday, April 18, 2012

8:00 a.m.

Lake of the Woods Discovery Centre

Present:

Dennis Wallace, Chair

Business Representatives

Randy Nickle

Thelma Wilkins-Page

Mort Goss

Don Denver

Community Representatives

Lisa Moncrief

Fred Wright

Council

Councillor Sharon Smith

Staff

Jennifer Findlay, Economic Development Officer

Heather Kasprick, Deputy Clerk

Heather Lajeunesse, Administrative Assistant

Heather Paterson, Tourism Development Officer

Regrets

Mayor David Canfield, Ex-Officio

Ryan Reynard, LOWBIC

Karen Brown, CAO

Darlene Literovich

Andy Scribilo

Gloria Mejia

Theresa Stevens, MNM

Deb Weedon, MNR

Dennis Wallace called the meeting to order at 8:05 a.m.

A. Declaration of Pecuniary Interest and the General Nature Thereof:

a) On today's agenda

b) From a meeting at which a Member was not in attendance

None Declared.

C. Confirmation of Minutes:

Moved by T. Wilkins-Page & Seconded by R. Nickle

That the Minutes of the meeting of the Regular Commission held March 21, 2012 be confirmed as written and filed.

Amended Recommendation:

Moved by T. Wilkins-Page & Seconded by R. Nickle & Carried:-

That the Minutes of the meeting of the Regular Commission held March 21, 2012 be confirmed as written and filed, as amended.

Discussion:

The minutes from March 21, 2012 will be amended as follows:

6a. Business Development Co-Chair

That the Business Development & Attraction Committee have a Co-Chair position; and

That the Co-Chair attend Lake of the Woods Development Commission Board meetings in the absence of the Chair; and

That the Co-Chair attend the Lake of the Woods Development Commission Executive Committee meetings in the absence of the Chair; and

That the Terms of Reference for the Executive Committee of the Lake of the Woods Development Commission be amended to include the Chair of the Business Development Committee ***up and to the 2012 Annual General Meeting (AGM) at which time the matter of executive membership be reviewed by the governance committee.***

This change is to reflect that the appointment of the new member is only until the AGM and will be reviewed further at that time.

D. Commission Deputations or Presentations:

Betty Wires – LOWAC

Betty Wires from the Lake of the Woods Arts Collective presented an overview of their group and the history of how the group was formed. They bring together artists of all disciplines including those involved with music, visual art, performing arts and writing. The collective is striving to meet the needs of all arts and artists in the area. They have over 100 members which include artists, businesses, organizations, schools, members at large and summer/local residents. It is supported 100% by volunteers and funding comes from the nominal membership fee of \$25 as well as exhibits and sales, the Coney Island Music Festival and grants. They have had many community events including 2x2 4 U Art Exhibit & Sale, Canada Day partnerships, Coney Island Music Festival, Studio Tours, Cultural days, the Celebrate Summer Aboriginal Festival, Shoephoria Exhibit 2011, Word on the Water, Festival of Trees and new for 2013 will be Muskies on Main. They have expanded their programming in art for kids, photographing your art workshop, Ontario Craft Council and SOAR. They are working on strengthening their business platform and will soon become incorporated as a not-for-profit group. They wish to provide inspiration for artists of all genres and build networks and partnerships in the community. Moving forward, LOWAC would like partnership opportunities,

joint promotion with the City and business organizations for Art events in the community, participation on City committees related to economic, tourism and education/training development and operational support to grow LOWAC events. Dennis Wallace thanked Betty for her presentation and she left a copy of her presentation with the Commission along with a copy of the Synergy Newsletter and a copy of the Annual Report (October 2011).

E. New Business - Reports:

Executive Committee

1. Committee Minutes

Moved by R. Nickle, Seconded by T. Wilkins-Page & Carried:-

That the Minutes of the meetings of the Executive Committee held January 18, 2012 and February 9, 2012 and April 13, 2012 be confirmed as written and filed.

2. Amended Terms of Reference

Moved by T. Wilkins-Page, Seconded by M. Goss & Carried:-

That the Lake of the Woods Development Commission adopts the revised Terms of Reference for the Executive Committee dated March 2012.

Business Development & Attraction Committee

3. Committee Minutes

Moved by T. Wilkins-Page, Seconded by S. Smith & Carried:-

That the Minutes of the meetings of the Business Development & Attraction Committee held April 5, 2012 be confirmed as written and filed.

4. RFP Harbourfront Docking Facility

Moved by T. Wilkins-Page, Seconded by M. Goss & Carried:-

That the Lake of the Woods Development Commission direct the Economic Development Officer to work with the City of Kenora on a Request for Proposals for a public-private sector partnership to develop marina-like docking facilities on the Harbourfront.

Discussion:

This has been discussed for many years to develop the business area and have an opportunity to further the downtown revitalization project.

5. Committee Membership

Moved by T. Wilkins-Page, Seconded by R. Nickle & Carried:-

That the Lake of the Woods Development Commission approve the addition of a representative from the Lake of the Woods Business Incentive Corp to the Business Development & Attraction committee; and further

That the Committee Terms of Reference be amended to reflect this change.

6. Amendment to the Terms of Reference

Moved by T. Wilkins-Page, Seconded by M. Goss & Carried:-

That the Lake of the Woods Development Commission adopts the revised Terms of Reference for the Business Development & Attraction Committee dated April 2012.

Tourism

7. Committee Minutes

Deferred

That the Minutes of the meeting of the Tourism Committee held February 28, 2012 and April 4, 2012 be confirmed as written and filed.

Education & Training

8. Committee Minutes

Moved by R. Nickle, Seconded by T. Wilkins-Page & Carried:-

That the Minutes of the meeting of the Education & Training Committee held April 3, 2012 be confirmed as written and filed.

9. Education & Training Centre Update

Discussion:

Chair, Geordie McEwen was not present to give an Education and Training update. The Lakewood School initiative is moving ahead and through our Sioux Narrows/Nestor Falls partnerships an agreement has been established for Jeff Port to move the project forward.

10. Committee Direction

Discussion:

It was discussed that the committee go into a hiatus until the fall and then at that point look at the past strategies and review what the objectives of the committee would be. It was felt that there is still a need for that committee, however, there is constantly talk at the Business Development Committee level for needs of the Education & Training Committee. The Commission felt that the committee should resume again in the fall to review the objectives and direction to continue.

F. Financial Report

11. Report from Treasurer, Don Denver

Discussion:

The City finance department is finalizing the 2011 revenues and expenses to close year end. The commission will be moving forward with a small deficit and will need to move forward to clear this deficit in 2012. Don noted that he will be creating a budget committee to keep track of the financials and ensure a more accurate picture of the finances on a regular basis are brought forward to the executive as well as the Commission. Lisa Oakes will be the City representative and will work with the Commission committee members to provide this kind of reporting.

G. Communications and or Announcements

None

H. Other Commission Business:

12. Coney Island Docks

Discussion:

Work is under way now with a study for this year for temporary use.

13. 2012 Meeting Schedule

That according to the Lake of the Woods Development Commission Procedural by-law the regular commission meeting dates will be as follows:

Wednesday, May 30th
Wednesday, June 27th
Wednesday, July 25th (includes AGM)
Wednesday, August 29th
Wednesday, September 26th
Wednesday, October 31st
Wednesday, November 28th
Wednesday, December 19th

Other:

The Memorandum of Understanding (MOU) has been discussed at the Executive level and will be brought to the next Commission meeting for consideration. The idea of the budget committee will still fall under the Executive Committee, however, it will have to be discussed as to how the formal reporting and membership of this subcommittee will exist. The Health and Safety aspects will need to be confirmed as to the reporting relationship of the employees to the City and the Commission within the MOU.

I. Next meeting Date:

- May 30, 2012 at 8:00 a.m.

15. Motion to Adjourn Meeting:

Moved by R. Nickle, Seconded by T. Wilkins-Page & Carried:

That this meeting be now declared closed at 9:15 a.m.