



# Minutes

**City of Kenora**  
**Lake of the Woods Development Commission**  
**Wednesday, March 21, 2012**  
**8:00 a.m.**  
**City Hall Council Chambers**

## **Present:**

Dennis Wallace, Chair

### **Business Representatives**

Geordie McEwen, Vice Chair  
Randy Nickle  
Thelma Wilkins-Page  
Mort Goss

### **Community Representatives**

Ryan Reynard, LOWBIC

### **Council**

Mayor David Canfield, Ex-Officio  
Councillor Sharon Smith

### **Staff**

Jennifer Findlay, Economic Development Officer  
Heather Kasprick, Deputy Clerk  
Heather Lajeunesse, Administrative Assistant  
Heather Paterson, Tourism Development Officer  
Carol Leduc (LOWDC Contract Support Staff)

### **Regrets**

Darlene Literovich  
Andy Scribilo  
Gloria Mejia  
Theresa Stevens, MNM  
Don Denver  
Karen Brown, CAO

**Dennis Wallace called the meeting to order at 8:25 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.**

**B. Confirmation of Minutes:**

**Moved by G. McEwen, Seconded by T. Wilkins-Page & Carried:-**

That the Minutes of the meeting of the Regular Commission held November 16, 2011 and December 21, 2011 be confirmed as written and filed.

**C. Commission Deputations:**

**None**

**E. Reports:**

**Executive Committee**

**1. Committee Minutes**

**DEFERRED**

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

**2. Q4 Report to Council**

**Moved by R. Nickle, Seconded by S. Smith & Carried:-**

That the quarter four report to Council from October – December 2011 be hereby accepted as presented.

**3. Council Representative - Executive Level**

**Moved by G. McEwen, Seconded by M. Goss & Carried:-**

That the Lake of the Woods Development Commission Executive Committee be expanded to include the Council Representative who holds the Economic Development Profile; and

That the Terms of Reference of the Executive Committee be amended to reflect this expanded membership.

**4. Intern Contract Extension**

**Moved by R. Nickle, Seconded by M. Goss & Carried:-**

That the LOTWDC extend the end date of the current contract with Carol Leduc from February 29, 2012 to March 31, 2012 or sooner; and

That the contract be further amended to include current activities and proposed activity to March 31, 2012 or sooner.

**Business Development & Attraction Committee**

**5. Committee Minutes**

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

That the Minutes of the meetings of the Business Development & Attraction Committee held October 13 and November 24, 2011 and January 19 and February 23, 2012 be confirmed as written and filed.

**6. Business Development Co-Chair  
Moved by R. Nickle, Seconded by M. Goss**

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 Co-chairs of the Business Development Committee

**Amended Recommendation:**

**6a. Business Development Co-Chair  
Moved by G. McEwen, Seconded by M. Goss & Carried:-**

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 for the balance of the current term and that the matter of executive membership be reviewed by the governance committee

**Discussion:**

It was suggested that there be a co-chair for each committee identified rather than just for the Business Development & Attraction Committee appointed to the Executive. This would make changes to the Governance model and the by-laws designate the executive as elected positions, not appointed. The amended recommendation would designate the appointment for this term only and then it would come back to the Executive Committee at the end of this term for discussion.

**7. Business Development Work plan  
Moved by T. Wilkins-Page, Seconded by M. Goss & Carried:-**

That the Lake of the Woods Development Commission accept the 2012 Business Development & Attraction Committee work plan; and

That the 2012 Business Development & Attraction work plan be incorporated into the 2012 LOTWDC Business Plan.

## **Tourism**

### **8. Committee Minutes**

**Moved by M. Goss, Seconded by R. Nickle & Carried:-**

That the Minutes of the meeting of the Tourism Committee held November 29, 2011 be confirmed as written and filed.

### **9. 2012 Annual Work Plan**

**Moved by R. Nickle, Seconded by M. Goss & Carried:-**

That the Lake of the Woods Development Commission hereby accepts the 2012 Tourism Work plan and 2012 advertising plan as developed and approved by the Tourism Committee.

### **10. Matiowski Farmers Market Business Plan**

**Moved by R. Nickle, Seconded by S. Smith & Carried:-**

That the Lake of the Woods Development Commission approves the 2012 Matiowski Farmers' Market Business Plan as presented.

## **Education & Training**

### **11. Committee Minutes**

**Moved by G. McEwen, Seconded by R. Nickle & Carried:-**

That the Minutes of the meeting of the Education & Training Committee held September 19, October 6, November 4, December 16, 2011 and February 7, 2012 be confirmed as written and filed.

### **12. Final Business Plan – Education & Training Centre**

#### **Discussion:**

Chairman of the Education & Training Committee, Geordie McEwan, advised the Board that they have received the final business plan on the Education Centre from Grant Thornton. The Education & Training Committee will be adopting and passing the document before the 10<sup>th</sup> of April which is the date the School Board is meeting and will decide whether they will deem Lakewood School surplus. In the event that there is a positive vote in declaring Lakewood School surplus, Geordie would like the business plan read and ready for discussion as there will be a 5 month window of opportunity to put an offer in on the property once declared. The Education & Training Committee will take a lead on the project, but asking that everyone read the document thoroughly and be prepared when the meeting is called. Geordie reminded everyone that any day after the 10<sup>th</sup> we can be moving forward. It is the intention for the Executive to enter into a Memorandum of Understanding with Sioux Narrows/Nestor Falls for work on the development of the proposal and assist with the development in the next steps of this initiative.

## **F. Other Commission Business:**

### **13. 2012 LOW Development Commission Business Plan**

**Moved by G. McEwen, Seconded by M. Goss & Carried:-**

That the Lake of the Woods Development Commission approves the 2012 Lake of the Woods Development Commission Business Plan as presented.

**Discussion:**

It was discussed that in the survey responses people identified the homelessness as a top issue that affects our tourism and community and yet the business plan does not reflect this. The Commission has identified that the homeless issue has been put back onto Council and that the Commission's role is not homeless but to urge Council to try and make changes in this area of concern. It was suggested that when Roger Brooks is here next week, the matter is discussed with him. Roger is from Seattle and Seattle is one of the larger cities that tackled homelessness several years ago through an affordable housing program. He may have suggestions to offer on what they did there to help the problem. The Commissions Committees are now in full stride with sub-committees having very full agendas for the year. It is the role of the full Commission to work with the other organizations within the City to address the issue.

**14. Coney Island Docks**

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

That the Lake of the Woods Development Commission forward a letter to Council requesting that Council approve engineering, design and upgrading the docks on the north side of Coney Island to accommodate larger vessels for the 2012/2013 budget years; and

That the letter further request that the City of Kenora officials work with the MS Kenora to develop an interim solution for the use of the dock for the 2012 season by the MS Kenora, on a periodic basis; and

That the Lake of the Woods Development Commission work with City Officials to develop funding proposals to leverage the City of Kenora contribution to this project.

**Discussion:**

The Commission feels strongly that Coney Island is the best beach in our community and yet it has been under marketed to its full potential and this has been discussed at the tourism level for several years. It was felt that these potential improvements to the dock are natural progression to the development of Coney Island with the other investments that the City has already made to Coney Island.

**Next meeting Date:**

- April 18, 2012

**15. Motion to Adjourn Meeting:**

**Moved by R. Nickle, Seconded by M. Goss & Carried:-**

That this meeting be now declared closed at 9:30 a.m.; and further

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

**i) Personal Matter about an Identifiable Individual**

**Reconvene to Open Session:**

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

That Commission reconvenes to the Open meeting at 9:44 a.m. with the following direction from its closed meeting:-

- That the Lake of the Woods Development Commission recommend to Council of the City of Kenora to approve the permanent position of the Tourism Services Assistant position effective May 1, 2012.

**Moved by R. Nickle, Seconded by M. Goss & Carried:-**

That this meeting now be declared closed at 9:45 a.m.