



Agenda

City of Kenora

Lake of the Woods Development Commission

Wednesday, May 30, 2012

8:00 a.m.

Discovery Centre – Meeting Room

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

B. Additions to the Agenda:

C. Confirmation of Minutes:

That the Minutes of the meeting of the Regular Commission held April 18, 2012 be confirmed as written and filed.

D. Commission Deputations or Presentations:

Bimose Tribal Council – Allan Luby

E. New Business - Reports:

Item#	Report Subject	Disposition
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Executive Committee

1. Committee Minutes
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Recommendation:

That the Minutes of the meetings of the Executive Committee held May 14, 2012 be confirmed as written and filed.

2. Amended City/Commission MOU
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Recommendation:

That the Lake of the Woods Development Commission hereby adopts the revised Memorandum of Understanding with the City of Kenora.

3. Financial Oversight
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Recommendation:

That the Lake of the Woods Development Commission Executive Committee direct the development of the Treasurers’ Financial Oversight Plan for the 2012 year; and further

That the Lake of the Woods Development Commission Executive Committee establish a Treasurers’ Budget Development Group comprised of the Treasurer, Economic Development Officer, Tourism Development Officer and City of Kenora Auditor General.

Business Development Committee

4. Committee Minutes

Recommendation:

That the Minutes of the meetings of the Business Development Committee held May 10, 2012 be confirmed as written and filed.

5. In Bound Site Visit NCIR Application

Recommendation:

That the Lake of the Woods Development Commission authorize the submission of an application for funding to the Northern Communities Investment Readiness Program (NCIR) for an In-Bound Site visit.

6. Community Profile NCIR Application

Recommendation:

That the Lake of the Woods Development Commission authorize the submission of an application for funding to the Northern Communities Investment Readiness Program (NCIR) to update the Community Profile.

7. Sector Profiles NCIR Application

Recommendation:

That the Lake of the Woods Development Commission authorize the submission of an application for funding to the Northern Communities Investment Readiness (NCIR) Program for funding to complete the Sector Profile Project

8. Youth Internship Application

Recommendation:

That the Lake of the Woods Development Commission authorize the submission of an application for funding to the Northern Ontario Heritage Fund (NOHFC) for an Economic Development Intern.

Tourism

9. Committee Minutes

Recommendation:

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

10. Discovery Centre Rentals

Recommendation:

That the Lake of the Woods Development Commission hereby amend the rental policy for the Discovery Centre to make it compatible with other City Facility rentals; and further

That the Mayor and Lake of the Woods Development Commission Chair be available to meet with interested parties once a letter confirming the change is transmitted; and further

That the Lake of the Woods Development Commission approves the rental rate schedule and rental agreement forms as presented in the report.

11. Special Events Grants

Recommendation:

That the Lake of the Woods Development Commission hereby approve the distribution of \$20,000 in 2012 grant monies as follows:

- Northern Lights Rendez-Vous \$2,500
- Coney Island Music Festival \$2,500
- Keewatin Summer Splash \$2,500
- Symphony \$2,500
- Thursday night Concert Series \$2,500
- Men’s Soccer \$2,500
- LOWAC- Muskies On Main \$1,000; and further

That \$2,500 be reserved for the Canada Day Fireworks celebration on the Harbourfront and that the remaining funds be reserved for future events applications in 2012.

12. Cargo Van Purchase

Recommendation:

That permission be hereby granted for the Tourism Department to purchase a used Cargo Van from Energy Tech Services for special events and deliveries in the amount of \$4,500.

13. Interpretive Forest Centre

Recommendation:

That the Tender proposal from JROSS Property Maintenance and Landscaping Ltd. be hereby accepted for specific beds that are within Tourism’s established budget; and further

That the Lake of the Woods Development Commission enter into a contract with JROSS Property Maintenance and Landscaping Ltd for this purpose.

14. Special Events Contract

Recommendation:

That the Lake of the Woods Development Commission accept the amended proposal from Kenora Assembly for Resources for the Matiowski Market site manager and for the Special Events General Site Labour and enter into a contract agreement for such.

Education & Training

15. Education & Training Centre Update

F. Financial Report

16. Report from Treasurer, Don Denver

G. Communications and or Announcements

H. Other Commission Business:

17. Experimental Lakes Area (ELA)

I. Next meeting Date:

- June 27, 2012 at 8:00 a.m.

18. Motion to Adjourn Meeting:

That this meeting be now declared closed at _____ a.m.