



Agenda

**Lake of the Woods Development Commission
Wednesday, October 31, 2012 9:00 a.m.
Lake of the Woods 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 August 29 and Special Commission meeting held October 11, 2012 be confirmed as written and filed.

**D. Commission Deputations or Presentations:
Special Events Coordinator - Whitecap Skating Rink**

E. Financial Report:

Financial Statements to October 15, 2012

Clarification re 825 (Economic Development) budget for 2012

F. New Business - Reports:

Item#	Report Subject	Disposition
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Tourism

1. Committee Minutes

Recommendation:

THAT the Tourism Committee minutes of September 19, 2012 be confirmed as written and filed.

2. Whitecap Pavilion – Skating Rink

Recommendation:

THAT the Lake of the Woods Development Commission approves the proposal to proceed with the Ice Skating rink under the Whitecap Pavilion for the 2012-2013 winter season.

3. Street Food Vendors

Recommendation:

THAT the Lake of the Woods Development Commission recommend to Kenora City Council the continuation of the Street Food Vendor Program in 2013; and

THAT the revised RFP be approved; and further

THAT a Request for Proposal be send out in January 2013 for the 2013 season (May long weekend to September long weekend)

Business Development

4. Committee Minutes

Recommendation:

THAT the Business Development Committee minutes of May 10 and September 6, 2012 be confirmed as written and filed.

5. Lake of the Woods Project

Recommendation:

THAT the Lake of the Woods Development Commission extend Kelli Saunders contract for the implementation of the Lake of the Woods Project to March 1, 2013.

Executive

6. Committee Minutes

Recommendation:

THAT the Minutes of the meeting of the Executive Committee held August 27, September 26 and October 17, 2012 be confirmed as written and filed.

7. 2013 Operating Budget

Recommendation:

THAT the Lake of the Woods Development Commission hereby adopts its amended 2013 Operating Budget as revised and presented to Council at the October 25, 2012 Budget Committee meeting.

8. Electronic Voting

Recommendation:

THAT the Lake of the Woods Development Commission approves the use of electronic meetings to vote on items on an exceptional basis only and following an agreed upon process as follows:

1. THAT the Clerk would send the report and recommendation electronically to the Board of Directors;
2. THAT the Board of Directors be given one complete business day to respond directly to the Clerk with their vote;
3. THAT the Board of Directors discuss the matter electronically by using "reply all", should they feel the need to communicate prior to voting;
4. THAT the Board of Directors vote by responding directly to the Clerk, who shall record the votes and report back to the Board; and

THAT the Clerk be directed to add the electronic voting procedure to the procedural by-law

9. Current Member Board Appointments

Recommendation:

THAT the Lake of the Woods Development Commission hereby recommends to Kenora City Council the following current Board members for appointment for the next term beginning December 1, 2012:

Don Denver
Thelma Wilkins-Page
Randy Nickle

Mort Goss
Sharon Smith

G. Communications and or Announcements

H. Other Commission Business:

I. Next meeting Date:

- November 28, 2012 @ 9:00 a.m. at the Discovery Centre

10. Motion to Adjourn Meeting to closed:

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

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

i) Personal Matter about an Identifiable Individual

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