

## **Gord Knowles, Youth Intern (ARC)**

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**To:** Eleonor Marquardt (eleonorlm@shaw.ca); Heather Maynard (heather.maynard@ontario.ca); Janice Matichuk (jmatichuk@hotmail.com); Jay Leather (jbleather@shaw.ca); John Munroe (jmunroe7@sympatico.ca); Linda Braun (linda.braun@ontario.ca); Marg Lambkin (marj.lambkin@hotmail.com); Margaret Cunningham (meah@nwon.com); Radu Apavaloae (radu.apavaloae@atikokan.ca); Susan Girard (sgirard@nwon.com); Tom Nash (tjnash@tbaytel.net)

**Subject:** Missing Minutes

As per our conversation at yesterday's meeting, the following minutes are missing from the DARC/ARC archives:

2006: October  
2004: January, February, March, April, September, November  
2003: August, September, December  
2002: June, July, September, October, December  
2001: June, July  
2000: January, February, March, April  
1999: January, February, March, April, June, August, September, October, November, December  
1998: January, March, April, May, June, ~~July~~, August, October, November, ~~December~~  
1997: January, February  
1996: January, February, March, June, July, August, September, November, December  
1995: May, June, July, August, September, October, November, December  
1994: January, February  
1993: July, August, September, October, November, December

If you have any of these minutes, please forward them onto me as soon as possible, so I can add them to the archives.  
Thanks in advance.

COMMITTEE  
MEMBERS

**Chair**  
JOHN MUNROE

**Youth Intern**  
GORD KNOWLES

**Members**  
RADU APAVALOAE  
WILLIAM BEYER  
MARGARET  
CUNNINGHAM  
(*SECRETARY*)  
SUSAN GIRARD  
MARG LAMBKIN  
JAY LEATHER  
ELEONOR MARQUARDT  
JANICE MATICHUK  
HEATHER MAYNARD

**Resources**  
GARRY MCKINNON  
(*AEDC*)  
LINDA BRAUN  
(*MNDM*)

SUB-COMMITTEES

**TEERING COMMITTEE**  
L. BRAUN  
J. MUNROE

**STREETSCAPING  
COMMITTEE**  
R. APAVALOAE  
L. BRAUN  
G. KNOWLES  
J. MUNROE

**COMMUNITY GARDENER  
SELECTION COMMITTEE**  
M. CUNNINGHAM  
M. LAMBKIN  
J. MUNROE

**ARBOR DAY TREE  
SELECTION**  
L. BRAUN  
M. LAMBKIN  
J. MUNROE

**MINI-PARKS**  
L. BRAUN  
G. KNOWLES  
M. LAMBKIN  
K. VANDOORNE  
(*RESOURCE*)



**Atikokan Renewal Committee (ARC)**  
P.O. Box 218, Atikokan, Ontario, P0T 1C0, (807) 597-2757

**Tuesday, April 8, 2008 at 5:30 pm at White Otter Inn**

**Present:** J. Munroe, M. Cunningham, G. Knowles, M. Lambkin, J. Matichuk and L. Braun.

**Regrets:** J. Leather, H. Maynard, R. Apavaloae, B. Beyer, S. Girard, G. McKinnon and E. Marquardt

Approval of meeting minutes of March 11, 2008 moved by J. Matichuk and seconded by L. Braun.

Correspondence: Phone call to J. Munroe by Catherine Reilly for ARC to attend Cultural Planning Session. J. Matichuk will attend.

Financials: G. Knowles will continue to follow up with Andre Morin at Township to switch the bank account to Atikokan Economic Development Corporation.

Community Gardener: Start date May 21, 2008 of worker. M. Lambkin, J. Munroe and M. Cunningham will be on the selection committee. May 5, 2008 the selection can begin.

Budget items: Proposed costing for items will be updated.

M. Lambkin will follow up with AFP re: possible donation of lumber for a shed.

Arbor Day Tree Planting will be on Sat. May 24 at 9 am at Public Works yard, (rain day Sun May 25<sup>th</sup> at 1 pm). G. Knowles will advertise on Shaw community channel.

Public will be asked to suggest locations to plant trees with a deadline of the end of April. Atikokan Progress will publish list of planting locations. L. Braun, M. Lambkin and J. Munroe will be on the selection committee for determining tree plant locations.

Downtown Streetscaping Subcommittee Update: Township is waiting for work to be done on Main St.

Bench locations: G. Knowles will meet with Dutka Signs for donation plaques as there are different options available. **Resolution:** ARC will spend up to \$1,100.00 to purchase donation plaques for the benches. Moved by L. Braun and seconded by J. Matichuk. G. Knowles will follow up with one group photo for bench donors.

M. Cunningham will follow up with G. Knowles re: distribution of minutes to board members and other organizations.

**Date of next meeting:** Tuesday, May 13, 2008 at 5:30 pm at White Otter Inn.

**COMMITTEE  
MEMBERS**

**Chair**  
JOHN MUNROE

**Youth Intern**  
GORD KNOWLES

**Members**  
RADU APAVALOAE  
WILLIAM BEYER  
MARGARET  
CUNNINGHAM  
(SECRETARY)  
SUSAN GIRARD  
MARG LAMBKIN  
JAY LEATHER  
ELEONOR MARQUARDT  
JANICE MATICHUK  
HEATHER MAYNARD

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(AEDC)  
LINDA BRAUN  
(MNDM)

**SUB-COMMITTEES**

**STEERING**  
L. BRAUN  
J. LEATHER  
J. MUNROE

**STREETSCAPING**  
R. APAVALOAE  
L. BRAUN  
G. KNOWLES  
J. LEATHER  
J. MUNROE

**MINI-PARKS**  
L. BRAUN  
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M. LAMBKIN  
K. VANDORNE



**Atikokan Renewal Committee (ARC)**  
P.O. Box 218, Atikokan, Ontario, P0T 1C0, (807) 597-2757

**Tuesday, March 11, 2008 at 5:30 pm at White Otter Inn**

**Present:** J. Munroe, M. Cunningham, G. Knowles, M. Lambkin and G. McKinnon.

**Regrets:** L. Braun, J. Leather, H. Maynard, R. Apavaloe, J. Matichuk, T. Nash, B. Beyer, S. Girard, and E. Marquardt

**Minutes:**

Minutes of February 12, 2008 minutes were approved by J. Munroe and seconded by M. Lambkin.

**Correspondence:**

- Tom Nash has resigned from the committee. His resignation was accepted with regret. He has indicated that he is willing to help with Arbor Day.
- Atikokan Chamber of Commerce has sent a letter inviting our participation at the Let's Go Outdoors Show. The committee will not be taking advantage of this opportunity at this time.

**Financials:**

- Current finances sit at \$14,208.70, up \$1,974.48 from the last meeting.
- Atikokan Hydro provided funds for trees in the amount of \$2000.00.
- G. Knowles will request with Andre Morin at the Township to have ARC have only one bank account with the Atikokan Economic Development Corporation.
- Financial statement and financial outlook attached.

**Future staffing:**

- NOHF youth program funding for up to 90% to a maximum contribution of \$27,000.00 and we could have additional costs benefits and overhead depending on the sponsor ie. Township or AEDC. Job Creation Program is also available. Decision to pursue staffing in the fall.

*Continued on page 2...*

## COMMITTEE MEMBERS

### **Chair**

JOHN MUNROE

### **Youth Intern**

GORD KNOWLES

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WILLIAM BEYER

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LINDA BRAUN

(MNDM)

## SUB-COMMITTEES

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L. BRAUN

J. LEATHER

J. MUNROE

### **STREETSCAPING**

R. APAVALOAE

L. BRAUN

G. KNOWLES

J. LEATHER

J. MUNROE

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L. BRAUN

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M. LAMBKIN

K. VANDOORNE

## Items to consider for a budget:

1. Power at mini-parks - \$1000 cost per park at Bell Canada and M&C Motors and another park to be determined later. G. Knowles will investigate this further; dependent on streetscaping work going ahead.
  2. Purchase light displays for Christmas. G. Knowles will cost out light displays, in the event that power is supplied to the parks they may be purchased.
  3. Landscaping work at welcome sign. The mini-park committee hopes much of this work will be included in the community gardener's efforts.
  4. Purchase Christmas lights for Christmas tree – G. Knowles will check with Chamber to start a fundraising campaign for donations.
  5. Storage shed – up to \$500.00 will be allocated for this project.
  6. Replace railroad ties with stone at park by M&C Motors – ARC & Lions – Estimated cost around \$5,000.00 – look for 50/50 contribution. Dependent on streetscaping work and its impact on the area.
  7. Mitigate impact of downtown street construction with businesses. – ramps and boardwalks to alleviate foot traffic during construction.
- \* We will consider these projects further at the next meeting when more members are present, and the streetscaping project becomes clearer.

## Community Gardening Proposal:

- Attached is Community Gardening Proposal. The group reviewed the proposal to allocate \$6,200 total for the project based on the recommendation given.
- The mini-park subcommittee, as well as J. Munroe and G. Knowles will handle the interview and hiring processes for the community gardener.
- The advertisement will run in the April 21 and April 28 editions of the Atikokan Progress, at a cost of \$189 in total; the final day for insertion is April 17.

## ARC Storage Shed:

- Location of shed (8' x 12') possibilities at White St, ball park, Hemlock Sports Complex, and Industrial Mall area. J. Munroe will scout out area behind Industrial Mall when the snow has cleared.
- Perhaps Atikokan Forest Products would donate the lumber to build it. M. Lambkin will check with AFP.

## Arbor Day:

- G. Knowles will send out an invitation letter to organizations re: Arbor Day.
- G. Knowles will contact the Atikokan Progress at the end of March re: an article to find out residents who would like a tree planted on their boulevard.
- J. Munroe will order about 50 hardwood trees and no conifers as it is easier to find locations for hardwoods.

## Other:

- Lions Club will purchase a bench; G. Knowles has sent them a bill
- Meetings will continue to be at the White Otter Inn; we will review this again at the end of the summer.

**Meeting adjourned at 7:20 pm.**

**Next meeting: Tuesday, April 8, 2008 at 5:30 pm at White Otter Inn.**



**COMMITTEE  
MEMBERS**

**Chair**  
JOHN MUNROE

**Youth Intern**  
GORD KNOWLES

**Members**  
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CUNNINGHAM  
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HEATHER MAYNARD  
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M. LAMBKIN  
K. VANDOORNE  
(COMMUNITY  
GARDENER)



**Atikokan Renewal Committee (ARC)**  
P.O. Box 218, Atikokan, Ontario, P0T 1C0, (807) 597-2757

Tuesday, February 12, 2008 at 5:30 pm at the White Otter Inn

**Present:** J. Munroe, M. Cunningham, G. Knowles, J. Leather, M. Lambkin, H. Maynard, R. Apavaloe,

**Regrets:** L. Braun, G. McKinnon, J. Matichuk, T. Nash, B. Beyer, S. Girard, E. Marquardt, and Tom Nash.

Minutes of the January 8, 2008 meeting were approved by M. Lambkin and seconded by J. Leather ...carried.

Correspondence: Letter to Mayor Brown from concerned business owners. Contractor is to let Township know about minimizing impact on the business community.

Friends of Quetico Park would like a letter of support and keep them informed of any upcoming plans. G. Knowles will write up a letter.

Financials: \$12,234.22 in accounts.

Next meeting: develop plans for the year, including budget. Please bring your ideas for projects to our next meeting (Mar 11).

Ontario Volunteer Service Awards: G. Knowles developed a list of all members and years of service. G. Knowles sent in a nomination for M. Cunningham. Only one person was eligible this year.

ARC staffing: Canada Works Program: internship and student component is actually geared towards heritage programs so it would not be applicable to us. There is no potential to extend our current intern position with FedNor. Perhaps through Northern Ontario Heritage Program a funded position may be possible. J. Munroe will pursue possibilities for hiring a person with L. Braun.

*Continued on page 2...*

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**Youth Intern**

GORD KNOWLES

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WILLIAM BEYER

MARGARET

CUNNINGHAM

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(COMMUNITY  
GARDENER)

The mini-park sub-committee should meet with the previous community gardener in the near future to decide if she would like to continue in that capacity. Figuring out if it is even necessary with streetwork must be decided as well. If there is no interest, the group must decide whether to tender the work out. G. Knowles will meet with the community gardener to discuss her commitments for 2008.

Sharing of minutes with other community groups through emails The museum board, Horticultural society, Chamber of Commerce, Charleson Recreation, and Township. A letter will be sent with a set of condensed minutes and ask for a copy of their minutes. Discussion: an annual meeting of all community groups with a facilitator would be a good idea. The Atikokan Progress will print items we submit; should encourage other groups to do the same thing

Presentation to Lions: Potential for them to sponsor benches and volunteer for Arbor Day. Further development of Little Falls area could be mentioned to them.

Downtown streetscaping committee: J. Munroe and J. Leather made a presentation to Council. The consultant was concerned about drainage with bump outs as it may hinder the flow of water. The consultant will address this issue. R. Apavaloae received KGS consultant's report. Main St. will take two years to complete.

G. Knowles suggested we have someone make a picturesque view of Main St. so the public will be able to see what the finished street will look like. R. Apavaloae will see if KGS can do this; if not, we will look at contracting it out locally.

Arbor Day tree planting for 50 trees: J. Munroe will check out the purchasing of hardwood trees. We have a limited amount of trees to put on boulevards if public would like one we may be able to put one up depending on demand and suitable sites. If the demand is great perhaps names can be put in a draw. Some prices will be brought to the next meeting.

J. Leather must resign off of steering committee, due to commitments. He requests that a replacement take over his duties on the sub-committees, as quickly as possible.

**Next meeting: Tuesday, March 11, 2008 at 5:30 pm at the White Otter Inn.**

Meeting adjourned at 7:45 pm.

**COMMITTEE  
MEMBERS**

**Chair:**  
JOHN MUNROE

**Youth Intern:**  
GORD KNOWLES

**Members:**  
RADU APAVALOAE  
WILLIAM BEYER  
MARG CUNNINGHAM  
SUSAN GIRARD  
MARG LAMBKIN  
JAY LEATHER  
ELEONOR MARQUARDT  
JANICE MATICHUK  
HEATHER MAYNARD  
TOM NASH

**Resources:**  
GARRY MCKINNON  
(AEDC)  
LINDA BRAUN  
(MNDM)



**Atikokan Renewal Committee (ARC)**  
P.O. Box 218, Atikokan, Ontario, P0T 1C0, (807) 597-2757

**Tuesday, January 8, 2008 at 5:30 pm at the White Otter Inn**

**Present:** M. Lambkin, G. McKinnon, T. Nash, H. Maynard, J. Matichuk, J. Leather, M. Cunningham, G. Knowles, S. Girard, R. Apavaloae, J. Munroe and L. Braun

**Regrets:** E. Marquardt and B. Beyer

Approval of Dec. 11, 2007 minutes moved by T. Nash and seconded by L. Braun.

Correspondence: G. Knowles sent a consent form for ARC to present to council.

G. Knowles noted that a \$5,000 invoice for the intern position will be sent to the Township for payment.

Financial statement attached. Note: Two benches can still be sponsored.

Nominations for the Ontario Volunteer Service Awards will be filled out for potential members. M. Cunningham will forward names to G. Knowles.

Article for the Atikokan Renewal Committee was submitted by G. Knowles in the 12/24 edition of the *Atikokan Progress*, highlighting committee's achievements.

Purchase of LED Christmas lights should be deferred until fall as the power kept going out where the lights were set up downtown. Need to find storage space for the lights and gardening supplies. R. Apavaloae will check if we can put up a storage shed on Township of Atikokan property. R. Apavaloae will contact G. Knowles if this can be done otherwise G. Knowles will speak to W. Thorburn to see if ARC could store materials in a lock upon Atikokan Hydro property.

Lions Club would like to have an ARC presenter at Feb 28<sup>th</sup> meeting to inform them about our plans in case they can financially assist our group. J. Munroe and G. Knowles will present.

Sold six paddles for \$240; funds were donated to the Christmas Cheer fund.

L. Braun presented maps of the Charleson Recreation area project and the total cost is \$700,000.00. The group will be presenting an application to NOHFC.

*Continued on page 2...*

**COMMITTEE  
MEMBERS**

**Chair:**  
JOHN MUNROE

**Youth Intern:**  
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**Members:**  
RADU APAVALOAE  
WILLIAM BEYER  
MARG CUNNINGHAM  
SUSAN GIRARD  
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Downtown streetscaping committee: R. Apavaloae noted that at the Jan 7<sup>th</sup> Council meeting council expressed a willingness to move ahead with the construction on Main St. J. Matichuk noted in Grand Marais that the bump outs on their Main St. are tapered down so large trucks can make a right or left turn easily. Tenders can go out but there are issues re: water mains and sanitary sewers.

FedNor application was done in 2003 for Main St. and the cost is \$1.7 million from FedNor and in-kind was \$250,000.00 and ARC's portion was \$5,000.

Working relationship and responsibilities will need to be outlined. Township will need to be responsible for the water mains and sanitary sewers. R. Apavaloae noted that parking area around Museum and Post office needs redone.

Future staffing: Check if current position can be extended for the intern position and if not we need to check out application opportunities. Currently G. Knowles' intern position is completed on May 9, 2008.

A meeting to identify questions re sidewalks completed in the second year as the construction can be completed this year. KGS will likely have some answers to the questions. The business community must be made aware of the construction parameters of the project and timeframe.

Other: Arbor Day planting for 2008 will be done for this year and location needs to be determined once the snow goes.

**Next meeting: Tuesday, February 12, 2008 at 5:30 pm at the White Otter Inn.**

Meeting adjourned at 7:25 pm.

**COMMITTEE  
MEMBERS**

**air:**

JOHN MUNROE

**Youth Intern:**

GORD KNOWLES

**Members:**

RADU APAVALOAE

WILLIAM BEYER

MARG CUNNINGHAM

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**Atikokan Renewal Committee (ARC)**

P.O. Box 218, Atikokan, Ontario, P0T 1C0, (807) 597-2757

**Tuesday, December 11, 2007 at 5:30 pm at the White Otter Inn**

**Present:** J. Leather, M. Cunningham, H. Maynard, M. Lambkin, G. Knowles, R. Apavaloe, J. Munroe, T. Nash. L. Braun entered meeting at 6:45 pm.

**Regrets:** E. Marquardt, G. McKinnon, J. Matichuk, S. Girard, B. Beyer.

Approval of the November 13 minutes moved by J. Leather and H. Maynard.

**Correspondence:** cheque and receipt from RBC for a bench.

**Financials:** see attached, ARC's contribution of \$5,000 to FedNor will be checked by G. Knowles to see if the AEDC has received the contribution monies. Two benches still need to be sponsored, bill needs to be paid.

G. Knowles attended the Cultural Affairs Network

- Communities in Bloom costs \$700.00 to register and a three person panel to judge must be billeted or have accommodations. ARC knows what beautification needs to be done. Huge commitment to meet a list of criteria which go beyond the scope of our committee. It is not a project we are ready to participate, but will re-examine.
- Friends of Quetico- would like financial support to put paddles/banners on hydro poles and they would put up the paddles. Plan is to prepare for 2009: Quetico Provincial Park's 100<sup>th</sup> Anniversary.

**Tree protectors:** G. Knowles will finish sending letters out to groups about our concern of damage to the trees by snowmachines. J. Matichuk also spoke to some groups about this concern. J. Munroe will mark the locations of the Spruce trees as these are the ones to likely be buried due to the snow.

**LED Christmas lights:** G. Knowles will check with local suppliers about purchasing lights. These lights could also go on Mackenzie Ave. G. Knowles will check out where these lights will go and how many lights we will need.

**Spruce-Up Award Update:** H. Maynard presented five awards. The businesses appreciated the recognition. H. Maynard suggested the committee view the list of all the businesses who have been recognized over the years.

*Continued on page 2...*



**COMMITTEE**

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**Christmas Cheer Paddle Promotion:** so far five paddles have been sold. G. Knowles proposes we send a cheque to Christmas Cheer for the sold paddles as we won't receive the monies until a few weeks after the sale. Once the monies are received it will be deposited to ARC's AEDC fund. The committee agreed.

**Artifact update:** the dozer has not been moved. The Museum had indicated they would move it but that hasn't happened. ARC's role in this matter has been exhausted, but will re-examine it in the spring if nothing has happened.

**Downtown Streetscaping Proposal:** G. Knowles understood ARC would apply for funding for the downtown streets project when the Township fixes the downtown streets. The project is in FedNor files in storage. G. Knowles is waiting for a copy of this file from FedNor.

R. Apavaloae stated that Township Council would like ARC involved with the downtown streetscaping. The sidewalks will be widened with planted trees and lights replaced. ARC needs to provide input about the bump outs on the end of sidewalks. R. Apavaloae is concerned about damage with the bump outs with snowploughing and the cost of snowploughing.

ARC will look at the submitted FedNor proposal, check out our responsibilities and make any necessary revisions.

R. Apavaloae noted sewer and services need repaired on downtown streets. ARC has conceptual estimates. R. Apavaloae stated construction estimates are over \$3 million for Main St. only.

ARC should make a presentation to the Township Council about the Main St. appearance and the importance of it.

G. Knowles, J. Munroe, R. Apavaloae, L. Braun and J. Leather agreed to be on a downtown streetscaping committee to work on the downtown project. This group will look at FedNor applications and then meet with Catherine Reilly and Debbie Coulson. G. Knowles has drawings of the downtown proposal and will bring them to the next meeting.

G. Knowles will talk to FedNorre: possible change of direction on his tenure.

**Charleson Rec Area update:** Gord Martin applied for FedNor funding for signage for seven user groups. Infrastructure improvements and marketing the tourism area. An intern is now marketing the area for all groups using this area. Water, sewer and power are being proposed for this area. The group is proceeding to become incorporated. L. Braun will bring plans to the next meeting for the committee to review.

Mackenzie Avenue proposal will be deferred at this time.

Benches will be arriving tomorrow and can be stored until the first week in April.

The meeting adjourned at 7:30 pm.

**Next meeting: Tuesday, January 8, 2008 at 5:30 pm at the White Otter Inn.**



**COMMITTEE  
MEMBERS**

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**Atikokan Renewal Committee (ARC)**  
P.O. Box 218, Atikokan, Ontario, P0T 1C0, (807) 597-2757

**Tuesday, November 13, 2007**

**Present:** Jay Leather, John Munroe, Tom Nash, Margaret Cunningham, Gord Knowles, Heather Maynard, Susan Girard and Janice Matichuk. Linda Braun entered meeting at 6:45 pm.

**Regrets:** Eleonor Marquardt, Garry McKinnon, Marj Lambkin, Radu Apavaloe.

H. Maynard thanked the committee for her get well gift.

Approval of the Sept 11 minutes moved by J. Matichuk; seconded by J. Leather.

Correspondence: Garry Girard gave a proposal for a bench, however the benches will be purchased from the original supplier in order to get the specs needed. Ontario Power Generation, Gillons' Insurance will purchase a bench. Atikokan Kiwanis will look at it in the spring.

Financial statement attached.

The mall merchants don't want to take financial responsibility of storing the pots in the mall. Canoe Canada is willing to store items in a fenced area.

Discussion: Letter to Snowmobile safety course instructor, newspaper article, Atikokan High School, St. Patrick's School, the Air Cadets and Scouts about respecting the trees so these survive the winter. Speak to the Ontario Provincial Police about what can be done to protect the trees. Township may have restrictions for what can be put around the trees to protect the trees. Group is questioning the effort being put forth to beautify the town when everyone's efforts are being destroyed.

Spruce need to be staked for visibility as these will be buried in snow. Most of the hardwoods already have two wooden stakes.

The group wanted to sell remaining paddles, approximately 12. J. Munroe moves that we lower the price of the canoe paddles to \$40.00 and give the proceeds to the Xmas Cheer Fund seconded by T. Nash. The paddles will be on consignment sale with the Pictograph Gallery, G. Knowles will take them there.

*Continued on page 2...*

**COMMITTEE  
MEMBERS**

**Chair:**  
JOHN MUNROE

**Youth Intern:**  
GORD KNOWLES

**Members:**  
RADU APAVALOAE  
WILLIAM BEYER  
MARG CUNNINGHAM  
SUSAN GIRARD  
MARG LAMBKIN  
JAY LEATHER  
ELEONOR MARQUARDT  
JANICE MATICHUK  
HEATHER MAYNARD  
TOM NASH

**Resources:**  
GARRY MCKINNON  
(AEDC)  
LINDA BRAUN  
(MNDM)

The final cost was \$884.00 for a bench; we are compensating the \$15 each in price difference that we originally quoted the sponsors. All the benches on Main St. (and one on O'Brien) are being replaced with recycled benches. A local supplier has ordered the benches. Seven of nine benches are being sponsored. The supplier will store the benches until the placement of them in the spring. The nine benches can be put downtown. Placement of other benches: two at Little Falls, two at green space at corner of Hemlock and Mercury, one in playground area behind Birch Rd.

People have offered a tree for the downtown, the Chamber of Commerce has forwarded those names to Atikokan Hydro who will put up the tree. If the Chamber needs assistance with getting the word out again, we will help them.

Putting white mini lights on animal cut outs and trees in the mini parks. Karen VanDoorne has offered to help put them up. Contact the businesses by the mini-parks to find possible outlets to use. Anyone interested in helping to put up Christmas lights Monday, November 19<sup>th</sup> at 11 am meeting at the former Sunset Square Mall space.

G. Knowles suggested the committee use an order form for written quotations. He developed an order form and will develop a letter to go with the quotation.

J. Munroe reported that Doug Hampshire could move the artifact. G. Knowles understood Stan Bates Construction has subcontracted out the building of the base for the artifact but he hasn't received a reply from Brian Bates after many contacts. Don King has indicated an interest in moving the artifact. Bates have a rubber tire backhoe but hasn't given a quote. Township of Atikokan and Atikokan Hydro need to be present for the removal of the artifact. The cost is estimated at \$2,000.00 to \$3,000.00. J. Matichuk will contact Brian Bates about this project.

Spruce up awards: H. Maynard will present them.

Mackenzie Avenue presentation. See attachment. Discussion: Have public input and look at similarities of concerns and find out the issues. Lack of improvement with the leaning hydro poles, so we could contact Council and Atikokan Hydro and let them know the concerns. To promote tourism we need to beautify and need assistance from the government as the Township of Atikokan is strapped for funding. Confidentiality will be important to respect opinions.

G. Knowles will email a short questionnaire, and is looking for member feedback.

Next meeting: Tuesday, December 11<sup>th</sup> at 5:30 pm at the White Otter Inn.

Meeting adjourned at 8:25 pm.

**COMMITTEE  
MEMBERS**

**Chair:**  
JOHN MUNROE

**Youth Intern:**  
GORD KNOWLES

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(MNDM)



**Atikokan Renewal Committee (ARC)**  
P.O. Box 218, Atikokan, Ontario, P0T 1C0, (807) 597-2757

**Tuesday, October 9, 2007 minutes**

*Because of low turnout, Tuesday's meeting was cancelled. This is an update of the items that were to be discussed at that meeting.*

No correspondence received.

**Executive Positions:** A request was made for volunteers willing to sit on the steering committee and/or the mini-park subcommittee, after the resignation of co-chair D. Coulson. Linda Braun has indicated she will fill the vacant steering committee position, but wished to extend the offer to the rest of the committee before acceptance. The steering committee member meets once a month on the third Tuesday with the Youth Intern to discuss any issues arising, and to offer direction for moving his projects forward.

The mini-park subcommittee will not meet until early to mid-March, and oversees downtown renovations and maintenance during the summer months, acting as a liaison between ARC, the Township, and the community gardener.

**Green & Clean Update (J. Munroe):**

A while back I attended a meeting, on behalf of ARC, that was called to discuss the status of the local "Clean and Green" (or is it "Green and Clean"? - I can never remember) initiative. The effort seems to have run out of steam at some point and, led by the Johnson's, it was decided to try and inject some new energy into it, with a new committee formed.

A list has been compiled of those sections of town that were previously "adopted" by groups or individuals and each was contacted about their interest in continuing their efforts. Most responded positively. There is now an up-to-date list of those areas of town which are "orphaned": they currently do not have anyone identified to clean and green them. It is hoped that, over time, the committee will be able to fill in the blanks with those willing to adopt a street or section.

Meanwhile, there are some sections of town that could benefit from some more immediate action, and it was decided to conduct an evening clean up of these areas, one per evening, once a week, as long as the weather permits. The first clean up took place last Wednesday evening and Highway #622 was cleaned from Mackenzie through to the waste disposal site (aka the dump). Everyone is invited to gather each Wednesday evening at 6:30 p.m. at Robin's. (this time may be adjusted as the days grow shorter).

*Continued on page 2...*

**COMMITTEE  
MEMBERS**

**Chair:**

JOHN MUNROE

**Youth Intern:**

GORD KNOWLES

**Members:**

RADU APAVALOAE  
WILLIAM BEYER  
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TOM NASH

**Resources:**

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(AEDC)  
LINDA BRAUN  
(MNDM)

It is planned that the entrance to town, from the junction to the tracks, be tackled this Wednesday. It typically takes about an hour, assuming enough volunteers show up! If you can make it, your help will be appreciated.

Please bring a garbage bag, gloves and an orange vest? hat if you have them (for visibility). Handcrafted "picker upper sticks" are available courtesy of Don Meany.

I try and keep our group updated on the efforts of the new committee as events unfold.

**Financials:** Financials have remained unchanged since the last general meeting.

**Bench Update:** We have been stalled on this project while we wait for a local supplier (Castle Building Centre) to provide us with a quotation to supply the benches, hopefully at a cost much lower. This decision was made after the supplier raised concerns of not having a full chance to provide a quotation, despite not carrying them in stock. As a result, the quotations we received from CS Environmental have since expired, and the quotation and ordering process will have to be repeated should we not be able to obtain the benches locally. This also ensures the benches will not be installed until the spring. Once we obtain a new price, the Youth Intern will send out updates to all of the candidates and all of those who have already agreed to purchase benches (at this moment, four have been sold, and very solid commitments from two more).

**M&C Mini-Park:** The option of using PWF lumber to reduce the costs of the park were discussed at the last meeting and investigated. The Youth Intern noted in his 'State of the Mini-Parks' report, which will be completed during the next week, that Preserved Wood Foundation (PWF) will provide a strong back wall; however, there are three problems with using it for a foundation wall. First is its aesthetics, and though it is on the back wall, which is seen only from one direction, it still detracts from the overall look of the structure. Secondly is the fact that the cost difference is negligible between it and stone; because of its high quality and the process used to weather seal it, local supplies of PWF lumber of that size is at a cost almost equal to that of the stone, without the long-term absolute lifespan. Finally, there is no way to connect the wooden foundation wall to the remainder of the stone walls, and risks either leakage out the sides of the structure, or the collapse of the entire wall from the remainder of the structure, damaging the vehicles behind it. With these considerations in mind, I feel that it is best to proceed with a complete stone structure.

After speaking to the Employment Centre, they advised that the group would almost certainly be eligible for a Job Creation Program (JCP) grant in order to pay for either most of the costs, or the entirety of the project (supplies and labour). The Youth Intern will go over the supplied documentation from the Employment Centre and look at putting a package together before the end of the year for presentation to ARC and submission to Ontario Ministry of Training, Colleges and Universities.

**Wildwood:** We have still not received an offer on this project, despite numerous attempts to Stan Bates to submit an offer; to date, no return correspondence of any kind has been received.

Continued on page 3...



**COMMITTEE  
MEMBERS**

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**Resources:**

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... Page 3

**Spruce up awards:** printed awards for Video Max, Don King's building, Coffee Cup, Johnson's Esso and Dr. Stevens. Need to purchase frames and have volunteers present them. Volunteers need to contact the Atikokan Progress to set up an appointment to take the photos at.

A thank you ad to those who helped maintain the downtown over the summer was purchased and appeared in the September 24 edition of the Atikokan Progress, at a cost of \$29.68 (billed to AEDC for payment).

The canoes are being stored at Canoe Canada on their racks, while the remainder of ARC's supplies are split between the Canoe Canada storage area, the Youth Intern's property and the Voyageur Mall. The pots were placed in the mall as per their request. A document acknowledging they're on loan will be drafted up for a Mall Merchant rep. to sign.

**Animal cut-outs/Christmas lights:** Need somewhere to put these up at some point before the ground freezes. The owner of Wildwood has asked we remove the cut-outs as quickly as possible. Any suggestions on where to put the cutouts? Suggestions would include in the mini-parks, as well as behind fences on Mackenzie. Any volunteers to put them up?

Lights for the Christmas tree are nowhere to be found. Any ideas?

A request to inquire about St. Pat's Christmas lights led to the conclusion that they are not in working order because of their cheap quality. The school maintenance workers would like to see new, better quality lights put up. The Youth Intern instructed the group to send a letter to ARC, should they like to request funds.

It was suggested we try and sell the remainder of the painted paddles at a discounted rate. They previously cost \$85 and have not sold at all at the AEDC, but if offered in Voyageur Books or the Enchanted Florist for a more modest rate (say \$25-\$30 each), they would sell more quickly and we could use the money for other projects. Your thoughts?

The Youth Intern completed the Arbor Day report, which is available for perusal at the AEDC offices. The book will be implemented for this year's event, and any necessary revisions will be included in a final version, to be presented at the Intern's completion.

Any ideas for quick-fix solutions for Mackenzie? There are several larger scale projects we could focus on, but in the meantime smaller tasks could substantially improve the quality of the street in the meantime. Smaller tasks could include cleaning of property, painting of derelict buildings, and some infrastructural work.

**Next meeting:** Tuesday, November 13, 2007 at 5:30 pm at the White Otter Inn.

**COMMITTEE  
MEMBERS**

**Chair:**

JOHN MUNROE

**Youth Intern:**

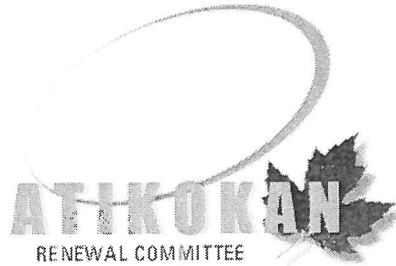
GORD KNOWLES

**Members:**

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TOM NASH

**Resources:**

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(AEDC)  
LINDA BRAUN  
(MNDM)



**Atikokan Renewal Committee (ARC)**  
P.O. Box 218, Atikokan, Ontario, P0T 1C0, (807) 597-2757

**Tuesday, September 11, 2007 minutes**  
**5:30 pm at the White Otter Inn**

**Present:** T. Nash, G. McKinnon, J. Leather, E. Marquardt, G. Knowles, J. Munroe, and M. Cunningham.

**Regrets:** J. Matichuk, S. Girard, M. Lambkin, J. Kerr, B. Beyer, H. Maynard, R. Apavaloe, Linda Braun and D. Coulson.

Additions to agenda: Community garden, Mall Merchant request.

Approval of the August 14, 2007 minutes by G. McKinnon and seconded by J. Munroe.

**Resignations:**

- Deb Coulson has resigned as Co-chair and a member of the committee
- Jackie Kerr has also resigned from the committee

**Motion:** Moved by G. McKinnon to accept resignations with regret; seconded by E. Marquardt.

No correspondence received.

Green and clean meeting moved to Wednesday, Sept 12, 2007 at 6:30 pm at the Council Chambers. J. Munroe will attend on behalf of ARC and report to us. There was support for the group participating in the program, cleaning the downtown.

**Financials:** ARC account has \$17,354.97. Atikokan Hydro reported that they gave the monies to the Township of Atikokan.

Intern is developing a multi-year plan so it is important to not spend all the monies. G. Knowles will have projects and cost of each one. Eligibility for Trillium funding for a plan is a possibility.

**Update from mini-parks:** Lions club and two businesses will order benches so far, other organizations have to wait for higher level management to make a decision about sponsoring a bench. The older benches will be reused in other locations around town.

G. Knowles recommends ordering soon as the price keeps going up, savings with ordering in bulk and savings with shipping. G. Knowles reported that aluminum plaques are to be placed on benches to acknowledge the donors. Photo op for the benches with the sponsors will need to take place. The natural wood, sand colour looked the best and would be cooler in the sun.

**Motion:** ARC to purchase at least 7 benches and plaques per the quote provided (\$5,800 for seven benches, \$800 for seven plaques) moved by T. Nash and seconded by J. Leather. G. Knowles will order before the deadline of September 30, 2007. The plaques will be provided as ARC's contribution to the project.

*Continued on page 2...*



**COMMITTEE  
MEMBERS**

**Chair:**  
J. MUNROE

**Youth Intern:**  
GORD KNOWLES

**Members:**  
RADU APAVALOAE  
WILLIAM BEYER  
MARG CUNNINGHAM  
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HEATHER MAYNARD  
TOM NASH

**Resources:**  
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(AEDC)  
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(MNDM)

... Page 2

Mini-park committee would like to have interlocking bricks to replace the wooden ties at park by ANFC. Macleod's quoted \$3,500 to provide bricks in this park, cost is high because it is quite a large park and the back retaining wall needs replaced. T. Nash noted that PWF green treated wood could be used for the back wall of the park. Volunteers would be required to fix this park, or a grant system set up to recruit workers. Need to incorporate a draining system as the back wall is also bulging. Perhaps bed can be tied down. G. Knowles will talk to R. Apavaloe about how to fix this park. We need to pursue and identify other options. Once an option is decided Richard Wood will be contacted so he will be aware.

Mini-park by Voyageur Mall: received no tenders and attempting to find a contractor. Moffatt's may have equipment to move the scoop tram. The issue is still under investigation.

Tree spade: Stratton Equipment can connect it to a skidder, about a \$2,000 cost to retrofit it. The Waterfront committee purchased the tree spade and ARC inherited it. Issue: hoses need replacing and we are not sure if it will actually work and on what type of skidder; we also need a permanent solution to who can/will operate the machinery, and somewhere to store it. Long term: use it to remove the white pine. Repairs and modifications may be possible but would be expensive there may still be opportunities to have it serviced.

Spruce up awards: Video Max, Don King's building, Coffee Cup, Johnson's Esso and Dr. Stevens.

Storage and supplies: need new location to store 3 canoes, planters and supplies. G. Knowles will investigate options.

An ad will be placed in the Atikokan Progress thanking everyone for their beautification efforts moved by J. Munroe and seconded by E. Marquardt.

J. Munroe will look at repairs for canoe on Mackenzie Ave.

G. Knowles and a probation student repainted garbage cans, painted canoe and stand at arena, removed rock from green space path, and stained benches. Confirmation letter sent to Public Works thanking both them and the student for their efforts.

Community work projects: volunteers will be needed to finish painting and some general maintenance.

G. Knowles has compiled a database of committee minutes, however several past minutes are missing in the records and perhaps committee members can provide them. The completed binder will be left at the AEDC for member's use.

Other: Mall merchants would like to have ARC's terracotta planters to decorate inside the Voyageur Mall for the winter. G. Knowles will investigate this with the Mall Merchants.

Community garden: E. Marquardt indicated this would be a good educational idea. Need a person willing to develop a garden.

J. Munroe will check out cost of angle irons with reflectors for the new trees to avoid them being destroyed in the winter. These would be put in the fall and taken out in the spring.

Next meeting: Tuesday, October 9, 2007 at 5:30 pm at the White Otter Inn.

**COMMITTEE  
MEMBERS**

**Co-Chairs:**

DEBBIE COULSON  
JOHN MUNROE

**Youth Intern:**

GORD KNOWLES

**Members:**

RADU APAVALOAE  
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(MNDM)



**Atikokan Renewal Committee (ARC)**  
P.O. Box 218, Atikokan, Ontario, P0T 1C0, (807) 597-2757

**Tuesday, August 14, 2007 minutes**  
**5:30 pm at the White Otter Inn**

**Present:** J. Munroe, G. Knowles, M. Cunningham, L. Braun, R. Apavaloe and G. McKinnon

**Regrets:** J. Leather, J. Matichuk, S. Girard, M. Lambkin, J. Kerr, B. Beyer, H. Maynard, D. Coulson and E. Marquardt, T. Nash

Approval of the July 10, 2007 minutes moved by L. Braun and seconded by R. Apavaloe.

Verbal correspondence from H. Maynard she said thank you and was appreciative of the card and gift from the committee.

Financial statement was received from Andre Morin of the Township of Atikokan. Mr. Morin was going to check about the \$2,000.00 that was to be transferred from Atikokan Hydro to the Township for trees for ARC. G. McKinnon moved to accept the financial statements from the Township of Atikokan seconded by J. Munroe. ARC will investigate the \$2000.00 donation for trees from Atikokan Hydro.

G. Knowles reported that K. VanDoorne may have \$2,500.00 in labour that will not be used. Next year we need to start the process earlier. ARC is pleased with K. VanDoorne's work.

**Mini-Park report:**

- L. Braun reported what outstanding issues were for the mini-parks. Instructions for summer students need to be specific.
- G. Knowles is working on quotes to repair the mini-park at M&C Motors.
- Bell Canada site continues to need work as mentioned in past minutes.
- Major repairs at mini-parks need to be hired out.
- G. Knowles reported mini-park by Liquidation Centre is being tended by the owner. If a property owner is not able to tend to the park we need to ask if they would object to volunteers working on the mini-park.
- The rock trail in the Sunset Square park was to be looked at but due to staff illness it hasn't been looked at yet. Some of the rock can now be taken out to make walking easier as public work staff is back.
- Due to loitering issues the owner at Wildwood would like the artifact at Wildwood area removed and Public works removed the benches and placed the benches at the museum's Historical Park.

*Continued on page 2...*

**COMMITTEE  
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**o-Chairs:**

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JOHN MUNROE

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**Members:**

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**Resources:**

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(MNDM)

**Intern report:**

- Information packages re: recycled benches, bench is recycled plastic, and base with steel, a 25 year life, was sent to organizations, so far the Lions Club and Atikokan Kiwanis have indicated an interest, and two citizens indicated an interest to buy one in memoriam. Cost \$874.00 includes taxes, shipping etc. Timbers for the older benches have been used up already. At Royal Bank benches needs to be removed completely.
- Mini-park committee wanted to give extra canoe paddles we have to businesses with a plaque acknowledging it was donated by ARC.
- On larger canoes put a plaque acknowledging canoe donor. Canoes need redone at the end of the year. It was felt that we wait to discuss these plaques at the next meeting when more members are present.
- Start planning for next Community Arbor Day and perhaps plant more trees.

**Community Billboard proposal:** It was presented to the committee that a community bulletin should be placed at the Sunset Square park and at the Tourist Bureau. The Chamber of Commerce has a monthly community calendar advertising activities in the town this calendar is distributed at restaurants, accommodation places and organizations. It was felt that our focus should continue to be landscaping rather than promotion.

R. Apavaloe reported that the tree in the Sunset Square Park has died and suggested we plant another tree there. G. McKinnon reported that ARC purchased a tree spade that is stored at the Little Falls Golf Course to take out trees to plant. G. Knowles will find out what type of attachments are available for the tree spade. The hydraulic hoses probably need to be replaced. The tree spade can be attached on to a skidder. Suggestion that the most effective way to transplant existing trees is to sever the root ball of a tree one year and then go back to dig it up the next year and then plant the tree in its new site.

**Next meeting:** Tuesday, September 11<sup>th</sup> at 5:30 pm at the White Otter Inn.

**COMMITTEE  
MEMBERS**

**Co-Chairs:**

DEBBIE COULSON  
JOHN MUNROE

**Youth Intern:**

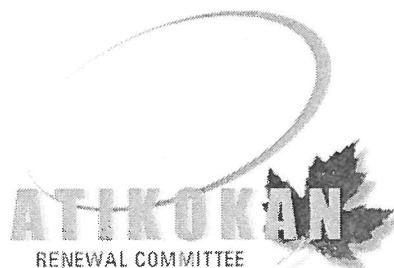
GORD KNOWLES

**Members:**

RADU APAVALOAE  
WILLIAM BEYER  
MARG CUNNINGHAM  
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(MNDM)



**Atikokan Renewal Committee (ARC)**

P.O. Box 218, Atikokan, Ontario, P0T 1C0, (807) 597-2757

**Tuesday, July 10, 2007 minutes  
5:30 pm at the White Otter Inn**

**Present:** G. McKinnon, E. Marquardt, S. Girard, M. Cunningham, G. Knowles, B. Beyer, J. Munroe, L. Braun, T. Nash, K. VanDoorne

**Regrets:** J. Leather, J. Kerr, R. Apavaloe, J. Matichuk, H. Maynard, D. Coulson, M. Lambkin

Approval of the June 12, 2007 minutes moved by S. Girard and seconded by E. Marquardt ....carried

G. Knowles will send a letter requesting a written financial statement for the end of each month from Andre Morin at Township. In light of the amount of purchases and staff wages; the committee needs to ensure bills are paid within 30 days because this reflects on the committee.

**Mini-Parks report:**

- G. Knowles reported a contract was developed and signed off by ARC and Karen VanDoorne. Flower pots are up by Coffee Cup, 5 Amur Maple trees are up in green space, canoes are up, vandals tried stealing paddles perhaps need to look at securing it better or deal with vandalism if it happens. M. Lambkin had wall painted white at old Can Am building.
- Lattice in Sunset Square mall green space keeps being ravaged by wind.
- K. VanDoorne noted that Amur Maples need to be stored somewhere for protection in the winter. Discussion: perhaps put in ground in pots or pile bales of hay around the pots to keep the sun from thawing and freezing the pots. Amur Maples are smaller trees so maybe they can be kept in containers. If pots are on the sidewalk these interfere with snowplowing, originally containers were going to be planted on sidewalk by removing interlocking bricks when the downtown street is fixed. Other communities have street-scaping and maintenance is done around trees or other beautification.
- K. VanDoorne and G. Knowles found equipment: tree guards and grates. A Township representative notified ARC that the Industrial mall will be rented out at end of month so G. Knowles and K. VanDoorne will remove other items still there. Engraving or some form of identification of ARC equipment should be done in the future.
- M&C Motors flower bed ties are breaking down so perhaps eliminate one triangular bed and put interlocking stone and put pots or plant a tree.

*Continued on page 2...*

**COMMITTEE  
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JOHN MUNROE

**Youth Intern:**

GORD KNOWLES

**Members:**

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... Page 2

G. Knowles received a quote varying from \$250.00 to \$550.00 from Oggie's to fix fences at LCBO and by Liquidation Centre. Oggie's will try to keep the cost as low as possible. Last year Public works was receptive to conduct the work but there were a lot of projects to do and some workers were away so the work was not done. G. Knowles' proposal to Oggie's Landscaping attached. **Motion:** Make up to \$550.00 available to hire Oggie's Landscaping for repair or replacement of fences as required at the flowerbeds by LCBO and Liquidation Centre moved by E. Marquardt and seconded by T. Nash .. carried.

Mackenzie Ave. discussion: G. McKinnon noted that Mackenzie is designated as a Highway commercial. K. VanDoorne stated this could be a challenge for ARC. Perhaps ARC could engage a conversation with the Township and property owners. If we had the financial whereabouts to offer (ie. a fence) perhaps property owners would be more receptive to beautification. Apply to NOHFC for a community improvement plan, first determining how many businesses could be involved. Develop a landscape design for each business. Figure out where we can start first but include it in a larger plan and consider maintenance that would be involved on a yearly basis.

Benches: condition of these now should be checked some are 25 years old. B. Beyer noted that repair pieces for benches are in Lone Pine rink.

G. Knowles noted many benches downtown are falling apart and are worn needing repair immediately. Recycled plastic benches would be better than wood. Cost \$600.00 per bench estimated warranty is up to 25 years, the material is designed to weather, never rust, crack, chip or splinter or warp, resistant to cigarette burns and carving, a solvent can be used to remove graffiti and 100% recyclable. The benches in Thunder Bay look good and are upholding well. The metal has an anti-corrosion coating on it.

Lions Club donates money each June perhaps this is an idea for Lions as they like to see donations going towards permanent items for the community. In the meantime identify the unsafe benches and send a letter to the Township indicating the benches are unsafe and materials for repair are available at Lone Pine rink. Check benches downtown and along walkway trail starting at Little Falls Hatchery.

G. Knowles noted he will be receiving a letter from Wildwood about the removal of benches at the mini-park by Wildwood. Museum wants to take the bulldozer and move it to the museum grounds. Perhaps we can put another artifact at any business who wants an artifact. Perhaps our committee should talk to Museum board about the artifact and the discussion should also bring up restoration of plaques as this is needed for mining artifacts downtown.

At Sunset Square Mall crush rock trail is difficult to walk along. Perhaps the trail can be replaced with interlocking stone which is supposed to be in surplus at the Township. This rock could be placed in the mini-park by SAAN store and the community entrance sign to replace the bark which needs replacing there. Mini-Park sub-committee meets every two weeks and will meet with R. Apavaloae at their regular meeting to discuss this rock.

J. Munroe would like G. Knowles to develop a strategy report for Community Arbor Day and then circulate it to the committee.

G. Knowles noted canoes all over town need to be re-sanded and painted. The one at entrance sign needs to be secured again, and the sides replaced or removed completely. Proposing a work party to do this project.

Plant Virginia creeper along chain link fencing along Mackenzie and in the fall the plant turns a brilliant red in the fall. Perhaps sunflower plants could be planted in front of these fences. Easy transformation and inexpensive.

Next meeting: Tuesday, August 14 at 5:30 pm at White Otter Inn.



**COMMITTEE  
MEMBERS**

**Co-Chairs:**

DEBBIE COULSON  
JOHN MUNROE

**Youth Intern:**

GORD KNOWLES

**Members:**

RADU APAVALOAE  
WILLIAM BEYER  
MARG CUNNINGHAM  
SUSAN GIRARD  
JACKIE KERR  
MARG LAMBKIN  
JAY LEATHER  
ELEONOR MARQUARDT  
JANICE MATICHUK  
HEATHER MAYNARD  
TOM NASH

**Resources:**

GARRY MCKINNON  
(AEDC)  
LINDA BRAUN  
(MNDM)



**Atikokan Renewal Committee (ARC)**  
P.O. Box 218, Atikokan, Ontario, P0T 1C0, (807) 597-2757

**Tuesday, June 12, 2007 minutes**  
**5:30 pm at the White Otter Inn**

**Present:** J. Munroe, M. Lambkin, T. Nash, M. Cunningham, E. Marquardt, L. Braun, G. Knowles, S. Girard

**Regrets:** J. Kerr, D. Coulson, R. Apavaloe, B. Beyer, J. Leather, J. Matichuk, H. Maynard, G. McKinnon

The committee welcomed Tom Nash as a new member.

Approval of the May 8, 2007 minutes moved by M. Lambkin and seconded by E. Marquardt.....carried.

**Financials:** G. Knowles waiting for information from the Township as the invoices for the Community Arbor Day trees went to them (\$2,280.00), the Township writes cheques twice a month on the 15<sup>th</sup> and then the 30<sup>th</sup>. An ad to advertise the event and a thank you ad was expensed to ARC.

The committee welcomed Gord Knowles as the new intern.

**Intern Report:** Feedback surveys were sent out after the Community Arbor Day, it went well with about 25 people participating. A few of the suggestions were more wheel barrels, planting instructions given out a few days before the event, availability of Township truck for watering and make the event more community involved by tying in with other groups. G. Knowles will also be checking if Community Arbor trees and mini park flowers are being watered.

**Mini parks** – looking at divesting the maintenance of those to businesses, hiring a community Gardener.

**Mackenzie corridor** – beautifying the entrance sign and entrance into town – Hwy 11B and Mackenzie Ave.

**Little Falls** – if time permits – explore expansion plans and fixing up the area.

Checking with funding sources for beautification, ie. Ontario Power Generation.

G. Knowles designed a new ARC logo for correspondence material (letterhead and envelopes). The committee approved the new format. G. Knowles will also show the new format to G. McKinnon at the Atikokan Economic Development Corporation for input as the committee is under the umbrella of the AEDC.

*Continued on page 2...*



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JOHN MUNROE

**Youth Intern:**

GORD KNOWLES

**Members:**

RADU APAVALOAE  
WILLIAM BEYER  
MARG CUNNINGHAM  
SUSAN GIRARD  
JACKIE KERR  
MARG LAMBKIN  
JAY LEATHER  
ELEONOR MARQUARDT  
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HEATHER MAYNARD  
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**Resources:**

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(AEDC)  
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(MNDM)

... Page 2

J. Munroe reported that 30 Spruce trees were shipped and we only ordered 15 trees. The Township purchased 2 of the extra 15 trees so the remaining 13 are still for sale at L&M if anyone is interested. He staked most of the Community Arbor Day trees for protection of them. Any whipper snipping around the trees should be fine for a while as there is dirt around the base of all trees. He also has plastic flower pots he can cut to place around the base of the trees. Suggested for next Arbor Day to have a five minute speech about tree planting as well, need rakes and more snippers.

L. Braun noted that the Vintage Car Show is an annual event always the last weekend in May if the committee wanted to pick that weekend again.

Discussion: As a committee identify locations in advance for planting of trees again ie. locate bare boulevards and contact property owners for consent. T. Nash suggested involving Peter Burton's class re: mapping of trees. G. Knowles will contact Mr. Burton re: class participation.

S. Girard suggested planting In Memoriam trees along Mackenzie. Discussion: need to break Mackenzie into sections and identify possibilities and problems with each section ie. snow machine trail, gas lines, hydro lines and signs. G. Knowles will talk to the bylaw officer for their thoughts and plans they want to accomplish along Mackenzie.

Mini parks committee report - Presented by L. Braun. See attachment of mini park committee minutes and Karen VanDoorne was offered the post of a Community Gardener and accepted. K. VanDoorne's proposal is attached. \$5,000.00 budgeted for a Community Gardener. A line will be added to the contract to say if time permits and doesn't exceed the budget then the gardener will look at the work that can be completed further on Mackenzie.

The committee is not to exceed \$5,000.00 for the Community Gardener for labour and supplies moved by E. Marquardt and seconded by S. Girard.... carried.

G. Knowles noted that if the bulldozer at Wildwood is requested to be moved then it can be put at another business place who has offered to take it. L. Braun noted that the original intent of the Mining Attraction group was to keep the museum artifacts in the business community. L. Manford, owner of Wildwood will notify ARC in writing regarding any changes being requested.

Status of trees to be placed downtown- S. Girard will discuss location of Amur Maples for downtown with G. Knowles and K. VanDoorne.

The spruce trees in the Bell mini-park should be transplanted elsewhere as the trees are getting too big for that park.

Next meeting: July 10<sup>th</sup> at 5:30 pm at the White Otter Inn.

**COMMITTEE  
MEMBERS**

**Co-Chairs:**

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JOHN MUNROE

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**Atikokan Renewal Committee (ARC)**  
P.O. Box 218, Atikokan, Ontario, P0T 1C0, (807) 597-2757

**Tuesday, May 8, 2007 MEETING MINUTES**  
**5:30 pm at White Otter Inn**

**Present:** J. Kerr, S. Girard, J. Leather, M. Cunningham, J. Munroe, L. Braun, J. Matichuk, H. Maynard, M. Lambkin, G. McKinnon, Wilf Thorburn, E. Marquardt, R. Apavaloe, Tom Nash, Lil Devisscher and Evelyn Ashford.

**Regrets:** D. Coulson, B. Beyer

The committee welcomed Tom Nash, and Wilf Thorburn of Atikokan Hydro, Lil Devisscher and Evelyn Ashford of the Atikokan Horticultural Society.

Additions to agenda: infrastructure

Approval of April 10, 2007 minutes moved by M. Lambkin and seconded by J. Munroe.... Carried.

No correspondence

Financial statement was handed out at past meeting.

W. Thorburn explained that Atikokan Hydro was very good at cutting and trimming trees but would like ARC's advice for tree planting. Atikokan Hydro is giving \$2,000.00 annually to the Township for the purchase of trees and the ongoing maintenance is the responsibility of the Township.

The committee thought a photo of the Community Arbor Day for the paper would be nice and acknowledging the contribution of Atikokan Hydro.

Five Amur Maples for Main St. will be ordered through Atikokan Home Hardware. Community Arbor Day will be Saturday, May 26<sup>th</sup> sponsored by the ARC. A small ad and article should be placed in the Atikokan Progress. About 45 trees to be planted.

L. Braun will do an ad and advertise on community channel. R. Apavaloe and J. Munroe will work on the schedule for the day starting at 8:30 am and will email committee what to bring.

Mini Parks – have private sector take over these or adopt mini parks. Identify all parks noting ones that are being maintained others that could have private sector and the few that are not maintained. Perhaps no flowers in the parks not being maintained therefore little maintenance and only garbage pick up or do we plant flowers.

J. Leather spoke to J. Munroe and D. Coulson and will start conducting interviews and will finish this week. Anticipating start date for next week.

*Continued on page 2...*

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Intern could start with Mini parks.

L. Braun will speak to Karen re: continuing care of parks for start up and finish, approx. \$5,000.00.

New business: community composting – remove organics from garbage, 1/3 of garbage is organic. Separate garbage like recycling. Town's invest in a facility to separate organic. Municipality would get credit from government. R. Apavaloae will research plan – Warren Paulson and Jim Johnson liked the plan. When the dump site closes compost and recycling could continue there. ARC supports the idea in principal.

Request from B. Beyer to have ARC purchase a wood chipper. Liability if ARC purchases wood chipper.

Future elections: Need to spread the tasks; perhaps a Chair and Vice Chair of sub-committees. G. McKinnon could facilitate an exercise for long term planning.

J. Munroe will co-chair meetings now as J. Leather has been serving as an Intern co-chair and cannot continue in this capacity.

Lil Devisscher spoke that the snow machines need to stop running over planted trees at Legion Point. She also mentioned that the Atikokan Horticultural Society applies to the Ontario Horticultural Society for grants. The Sunset Square Mall area could have trees planted there.

Next meeting: Tuesday, June 12, 2007 at the White Otter Inn.

Atikokan Renewal Committee  
Tuesday, April 10, 2007  
5:30 pm at AEDC

Present: J. Leather, J. Matichuk, S. Girard, J. Munroe, C. Reilly, M. Lambkin, R. Apavaloe, J. Kerr, M. Cunningham, B. Beyer  
Regrets: H. Maynard, G. McKinnon, L. Braun, D. Coulson

The committee welcomed Catherine Reilly as a guest.

Every year the Atikokan Horticultural Society can apply for funding for trees. The deadline for trees for 2007 has passed. ARC can apply for trees at anytime, it was suggested that we ask for information in the fall to plan for 2008. We would need to have a drawing showing where the trees would be planted and a letter from the property owner (ie. Township) for permission to plant.

B. Beyer reported that the wrought iron is now being used.

Approval of March 13, 2007 minutes moved by B. Beyer and seconded by J. Munroe.

M. Lambkin reported revenue is \$14,643.17. Report attached.

Length of meeting times were discussed. Overall group liked flexibility of time to allow for discussion and have minutes sent out earlier so these can be read. If we know members need to leave earlier then we could have decision making items at the beginning of the meeting followed by informational items.

FedNor has approved our Internship Program. J. Leather advertised the position with about 12 or 13 colleges and universities, Service Canada, Atikokan website and the Atikokan Progress. AEDC will sponsor the Intern Program.

Motion regarding transfer of Atikokan Renewal Committee funds from Township of Atikokan to Economic Development Corporation. Move that \$5,000.00 being held by Township for use by ARC to the Economic Development Office as ARC's contribution to the approved FedNor Internship Program moved by B. Beyer and seconded by R. Apavaloe ..... carried.

The Intern will be under the direction of ARC and the steering committee of D. Coulson, J. Munroe, and J. Leather will direct the intern.

C. Reilly representing the Atikokan Centennial Museum and the Cultural Planning Committee spoke about their plans. The museum is coordinating work month to month getting groups together to get cultural ideas. Museum is working on a big capital project to repair the building, redo exhibits, get mining attraction up and running. Developing an overall interpretive plan on heritage augmented with appropriate signage and

maintenance of mining murals. They will be meeting with FedNor and MNDM about a multi-year project.

The Cultural Planning committee will be meeting and developing a list of things to do in Atikokan. The group will be discussing Communities in Bloom, a national program in which communities sign up and are evaluated according to given criteria, at their next meeting. Perhaps a delegate or two could attend the meeting.

M. Cunningham to contact Evelyn Ashford about ARC's next meeting date.

J. Leather will contact Don MacKay about the museum possibly considering his idea about displays in town businesses.

Mini parks: L. Braun is to contact business owners about maintaining adjacent parks to their building. Wildwood owner has indicated she would like to have artefact and benches removed from her property.

Wood chipper to be discussed at next meeting.

J. Munroe, S. Girard and R. Apavaloae met and reported that 50 trees could be planted of different species. 5 Amur Dwarf Maples, 15 Silver Maples, 15 Red Maples, and 15 Colorado Spruce. These trees would be about 2 metres high, prices will be obtained from True Value, Kakebaka Falls and Home Hardware. J. Munroe and R. Apavaloae will determine supplier. S. Girard declared a conflict.

Radu Apavaloae and John Munroe can spend up to \$2,500.00 to purchase trees for the Atikokan Renewal Committee moved by B. Beyer and seconded by S. Girard ....carried.

C. Reilly reminded the group about the booklet Reference to Werner Schwar Landscape Architect Implementation Plan for Street Beautification as it will be a great resource when considering where to plant trees.

R. Apavaloae reported that \$659,000 will be from provincial funding for infrastructure. He noted other work needed finished Don Park, Museum, Post office and Library parking lot needs redone.

Discussion of vandalism of trees: perhaps a letter to the editor in the Atikokan Progress outlining the importance of them for beautification of the town and the effort of volunteers involved.

Next meeting: Tuesday, May 8, 2007 at 5:30 pm at White Otter Inn. Noted that meeting will need to finish at 7 pm as Ontario Volunteer Service Awards starts at 7:30 pm.

Atikokan Renewal Committee  
Meeting Minutes of March 13, 2007

Present: E. Marquardt, G. McKinnon, M. Cunningham, B. Beyer, H. Maynard, J. Matichuk, J. Munroe, J. Leather, L. Braun, R. Apavaloae, S. Girard, L. Braun, M. Lambkin, and D. Coulson

Regrets: J. Kerr

Approval of Feb 13, 2007 minutes by B. Beyer and seconded by G. McKinnon.

No correspondence

Financial statement: M. Lambkin will ask for an update from the Township.

Old business: FedNor Internship has gone for approval, end of March or beginning of April for approval. J. Leather drafted a job ad from information from the last meeting and the following lines will be added: conditional upon grant funding; Canoeing Capital of Canada

G. McKinnon suggested while waiting for funding approval a comprehensive check of references can be conducted. The Atikokan Economic Development Corporation has teleconference ability to conduct an interview.

Two ads can be placed in the Atikokan Progress, and ads will be placed in the list of newspapers mentioned in February 13, 2007 minutes moved by B. Beyer and seconded by E. Marquardt.... Carried.

Advertising can also be place at Sault Ste. Marie College, Laurentian University, Confederation College in Thunder Bay and Sir Sanford Fleming. The advertising could be sent by email.

The ad can also be placed on the AEDC website, Dawn Hayes at AEDC could assist. The replies could be sent to ARC c/o Dawn Hayes, the envelopes can be date stamped and opened on the closing date.

John Munroe gave a tree report. Problem of snowmachines running over trees at Legion Point. Perhaps a presentation to the Snowmobile Club or new drivers and police enforcement.

J. Leather noted 3 larger maps are coming covering downtown, rural and residential areas. Perhaps some trees could be planted in all three areas on public property. That way all three areas of town are covered.

R. Apavaloae thought the Township may be able to purchase \$2,000.00 worth of trees. Last year the Township purchased shrubs as those wouldn't interfere with power lines.

The maps will be put up at the AEDC training room for all members to put their tree report information on the maps. At the next meeting the group can identify, analyze areas and prioritize where trees should go.



R. Apavaloae noted trees can be planted in May and J. Munroe noted mid-June is the latest time to plant trees. A sub-committee can work out details. R. Apavaloae, J. Munroe and S. Girard will meet Friday, March at noon at R. Apavaloae's office to discuss tree species, numbers and necessary items such as tree guards.

Catherine Reilly has a grant from the Atikokan Horticultural Society to plant 2 trees. ARC decided the trees should be planted at the Sunset Square Mall property. M. Lambkin noted that there are residents who would have benches and trees donated in memoriam at the Sunset Square Mall property. B. Beyer has compost for the trees.

Evelyn Ashford, secretary of Atikokan Horticultural Society will receive a written invitation to an ARC meeting, AHS Box 12, Atikokan, ON P0T 1C0. M. Cunningham will draft a letter and D. Coulson will send an agenda to AHS.

J. Leather spoke to John Charbonneau about further development of the Little Falls area and that a project intern can look at it over the course of their work. J. Charbonneau noted that funding was available from Ontario Hydro and Ontario Trillium Foundation and he was keen on ARC starting this project. The intern could follow up with what funding was committed to this project.

B. Beyer noted he was involved in the renewal of Little Falls area and that the Township office should have the plans. J. Matichuk noted that the Atikokan Horticultural Society put a kiosk at Little Falls thru the Ontario Arts Council. Grant monies is available for profit and non-profit groups and artists. An intern could also look at partnerships available.

R. Apavaloae noted the Township has applied for funding to resurface the downtown area roads. He would propose to have the sidewalks also done where underground infrastructure work must be completed.

B. Beyer noted the Atikokan Fix It Club has a 5' section of wrought iron available and the museum is going to look at it for outside the building.

Mini Parks: some of the information sheets for the mining theme attraction artifact displays are missing. J. Leather will call Marsha Rydberg

M. Lambkin will request \$5,000 for downtown beautification from the Township. The town's budget is not done yet.

D. Coulson will chair a sub-committee with L. Braun and M. Lambkin to discuss how to care for the mini park beds downtown. J. Munroe would like a mini-park assigned to him. G. McKinnon will see if he can get information about how mini parks in Kincardin, ON are taken care of by volunteers.

B. Beyer has asked ARC to sponsor an application through the Local Initiatives Fund to purchase a wood chipper. This will be investigated further.

Next meeting: Tuesday, April 10<sup>th</sup> at AEDC at 5:30 pm. Note change of venue. It will be a pizza night, everybody pays \$5.00.

M. Cunningham to remind members to put tree report on map at AEDC.

Atikokan Renewal Committee  
Meeting minutes of February 13, 2007

Present: Jay Leather, Margaret Cunningham, Eleonor Marquardt, Heather Maynard, Garry McKinnon, Susan Girard and John Munroe  
Regrets: Radu Apavalo, Debbie Coulson, Bill Beyer, Jackie Kerr, Janice Matichuk and Linda Braun

Approval of January 9, 2007 minutes moved by G. McKinnon and seconded by H. Maynard.

G. McKinnon welcomed ARC to use the office space at the Atikokan Economic Development Corporation. A computer system (monitor, hard drive etc), computer desk and an assigned dedicated email for the computer system would be available. May require the first month or two to be set up in the board room until office space becomes available.

The intern program will be advertised at Red River College, Brandon University, Guelph University, Lakehead University, University of Waterloo, Kemptville College, Trent University, University of Manitoba, as well as the Atikokan Progress and Employment Ontario website.

G. McKinnon noted we should contact the AHS guidance counsellor to see if they are aware of potential graduating students in this field of study.

Past member Catherine Reilly indicated an interest to work on a sub project ie. the downtown area being developed for further beautification.

An update hasn't been received from Chad yet. Jay will contact Chad before the next board meeting. Our cost for the intern will be \$500.00 (support costs ie office) and 10% of salary and benefits.

The following board members have been nominated for the Ontario Volunteer Service Awards: Debbie Coulson, Bill Beyer, Susan Girard, Jackie Kerr, Heather Maynard, and Eleonor Marquardt.

New Business: John Charbonneau of the Atikokan Sportsmen's Conservation Club gave maps on possible beautification improvements at the Little Falls Lookout area. Various organizations donated monies for a redevelopment project of the lookout area. J. Leather will talk to John about ARC considering the project in light of an overall plan of projects for the town. An intern could look at alternatives with that particular project and other community projects.

Linda Braun was accepted as a member and will attend the next meeting.

A while ago Don McKay had met with ARC regarding downtown visuals, displays inside stores and developing a common thread throughout the stores. J. Leather will follow up with D. Coulson regarding our response to D. McKay.

It was noted that the Township was to be applying for funding for downtown infrastructure work.

Tree planting downtown: S. Girard noted that trees could be planted in containers and place in the sidewalk and unistone could be put back around the planted tree. If the containers have drainage then frost shouldn't be a problem. J. Munroe noted that dwarf tree species should be planted and pruned. The Amur Maple would be nice trees as the leaves turn red in the fall. This species would likely be less problematic than other leafy trees. Susan reiterated that the survey conducted with local citizens indicated that they wanted trees downtown. The trees would need to be strategically placed so they weren't in front of display windows. Perhaps people would like to donate a tree in memoriam.

H. Maynard and J. Kerr gave a tree report. M. Cunningham and Susan Girard gave a tree report. Eleonor Marquardt gave a tree report.

Remaining tree reports will be given at the next meeting.

J. Leather will ask R. Apavaloe for a map so potential tree planting areas can be noted and tree planting areas can be prioritized. Atikokan Hydro has an auger that could perhaps be used for planting trees.

The DVD marketing Atikokan entitled "A Portrait of Atikokan" was viewed. ARC was impressed with the presentation of our town.

Next meeting: Tuesday, March 13, 2007 at 5:30 pm at the White Otter Inn.

Atikokan Renewal Committee  
Meeting Minutes of Tuesday, January 9, 2007

Present: Marj Lambkin, Margaret Cunningham, Jay Leather, Jackie Kerr, Heather Maynard, John Munroe and Garry McKinnon  
Regrets: Radu Apavaloae, Janice Matichuk, Debbie Coulson, Susan Girard, Eleonor Marquardt, and Bill Beyer

Approval of December 12, 2006 minutes moved by Jackie Kerr seconded by Marj Lambkin

The Atikokan Economic Development Corporation representative will be G. McKinnon until further notice.

J. Leather, J. Munroe and D. Coulson met with Chad Tanner regarding the FedNor Internship Program

If ARC has an intern who leaves part way through the program then the program is frozen when the person departs and ARC places an ad for the position. The 12 month funding is not tied to a fiscal year. Mid-Feb/March should be approval time for application. Advertise for the position pending approval of the project. Hiring/selection process is about six weeks. Can't use FedNor logo if we don't have approval of program first. \$27,500 is cost of intern and benefits. FedNor funds 90% or \$27,500 or whichever is less.

Next meeting is to make a decision about advertising. G. McKinnon suggested contacting the Atikokan High School guidance counsellor for senior students in college/university who have a horticultural background.

J. Leather to talk to G. McKinnon about office space, and equipment needed. Computer system with basic necessary software. Maybe a sponsor is possible.

Tree report by J. Munroe see attachment.

Community Arbor Day- The first community Arbor Day could possibly be the white pine trees. John Munroe suggested planting only 2 or 3 white pine trees at a time due to the 6' size of tree with probably 4' root size. Spruce and Jackpine are also at the plantation area. Discussion: Horticultural Society planted trees at museum and library area, planted flowers at golf course and hanging potted flowers downtown. Foundations may have funding for trees for a community.

S. Girard noted to Jay before the meeting about planting trees on Main St. would be a problem for snow maintenance. Large containers could be placed in the ground and the trees planted in the containers. The container stops growth of roots and the container could be removed.

Discussion of finding out what the container is made of, and type of tree suitable to not only the climate but container planting.

Tree report by J. Leather see attachment.

All tree reports to be presented at next meeting.

Quadra report mentions groups need to share more information. Communication needed with Horticultural Society and Township. We have communication with the Township but need to share minutes with the Horticultural Society. If a big project then consult with Horticultural Society.

Linda Braun can join as an ex-officio, the group would like Linda as a member. Heather presented information regarding the Volunteer nominations for the Volunteer Service Awards. Six nominations can be made. Deadline is Jan 15, 2007. M. Cunningham and H. Maynard will find out more details and submit nominations.

B. Beyer thought a small wood chipper at a cost of possibly \$600.00 was needed for the community. Discussion: An organization would likely be reluctant to purchase one because of the liability involved. It was mentioned that perhaps one could be rented or if there was a specific day Atikokan Hydro who has a wood chipper could assist with chipping.

Next meeting: Tuesday, February 13, 2007 at 5:30 pm at the White Otter Inn.



Atikokan Renewal Committee  
Meeting Minutes of Tuesday, December 12, 2006  
@ 5:30 pm at AEDC

Present: Jay Leather, Debbie Coulson, Susan Girard, Margaret Cunningham, Jackie Kerr, Heather Maynard, Eleonor Marquardt, Marj Lambkin, Radu Apavaloae, and John Munroe

Meeting minutes of November 7, 2006 accepted and moved by M. Lambkin and seconded by E. Marquardt.

The committee welcomed J. Munroe as a member.

J. Leather presented a draft application for a one year internship with FedNor based on input from the ARC. The Atikokan Economic Development Corporation can sponsor the internship program.

J. Leather noted the Youth Intern will look at the following projects:

1. Annual Community Arbour Day – possibly September
2. Long term – development of downtown mini-parks
3. Mackenzie Ave/Hwy 11 B (from junction to Mackenzie) – draft project plans

An internship steering committee with J. Leather, J. Munroe and D. Coulson was formed to meet once a week. The committee will also include an Atikokan Economic Development representative. The committee will meet with Chad Tanner, FedNor representative on Wednesday, December 13, 2006 at 2 pm at the AEDC to modify the application and then submit it. Office space and equipment will need to be confirmed. Also for recruitment an ad will need to be placed, interviews and a selection completed. A start date will also need to be determined. ARC will continue to meet monthly.

The Atikokan Renewal Committee commits \$5,000.00 towards support costs for the FedNor Internship Program as our portion of the costs, moved by J. Kerr and seconded by E. Marquardt.

Members reviewed town maps and were assigned areas to identify locations of current trees and possible planting locations on a map, (keeping in mind current locations of hydro poles and lines which could affect types of trees that can be planted there) in order to determine overall where trees could be planted.

Next meeting: Tuesday, January 9<sup>th</sup> at 5:30 pm at White Otter Inn. Please confirm attendance with Margaret at 597-6573.

## ARC Monthly Meeting

Tuesday, November 7<sup>th</sup>, 2006

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### Present:

- Heather Maynard
- Janice Matichuk
- Jackie Kerr
- Radu Apavaloie
- Susan Girard
- Eleanor Marquardt
- Marg Lambkin
- Jay Leather
- Karen Vandoorne (guest)
- John Munroe (guest)

### Highlights:

#### *Welcome:*

- John Munroe was welcomed to the meeting as a potential new member of the committee.

#### *Past Minutes:*

- Minutes of September and October meetings were tabled.
  - o To be reviewed and approved at next meeting.

#### *Sunset Mall Tree Plant:*

- Pictures and an article of this event were submitted to the Atikokan Progress however, it was noted that they were not utilized in this weeks paper.
- A letter of thanks was sent to Don King for his assistance.
- There was much discussion on how to care for the tree over-winter and to help the tree establish itself over the next couple of years.
  - o God help the tree

#### *Report from Karen Vandooren:*

- Karen gave an excellent report of her summer activities. There was general consensus that she had done an outstanding job with all the planters, pots and flowerbeds. In preparation for ARC's 2007 activities she noted:
  - o ARC's continuing weak point is in managing the delivery of its summer activities – everyone is busy or away and this leaves little opportunity for the committee to actually direct its activities and handle any issues through its most important season.
    - Not accomplished this season were any of the facility maintenance targets.
    - Summer student job description should be advertised and accurately reflect the activities associated with maintaining the mini-parks.

- 3 canoes and 19 fiberglass pots will be stored at the Industrial Mall.
- Junipers and Cedars from the pots are stored at the Enchanted Florist for care over the winter.

*Quetico Foundation White Pine:*

- John Munroe advised ARC that 500 to 1000 White Pine had been planted in a small nursery near the airport some years ago – these trees are approximately 6 feet tall now and should be transplanted out within the next couple of years. Access to the trees with equipment may present a bit of a challenge.
- There was general consensus that this was an excellent opportunity for the community. Discussion recognized that this would be a big project but the group was enthused with the idea of getting it done.
- Action items agreed to included:
  - Radu will bring community maps to the next meeting to help the committee determine potential planting areas.
  - Additional discussion at next meeting will consider ideas for enlisting volunteers to plan and help with the project. Ideas included:
    - Community Green Weekend
    - Community Arbor Day
    - Adopt-A-Tree
    - Adopt-A-Street
  - Once the day is planned a letter should go to the Quetico Foundation advising them of the project and inviting their participation.

*Internship Application:*

- A suggestion of Linda Braun's, through Eleanor, was that ARC may want to consider applying for an intern to address a Long Term strategy for the Mini-parks and allow the group to move on to other activities.
- There was general consensus that this was an excellent idea and should be pursued:
  - ARC has funds available for its portion of the costs.
  - Projects and activities could include:
    - "Arbour Day"
      - Planning and delivery
    - Long Term Mini-Park Plan:
      - Transition to maintenance free facilities
      - Capital funding
      - Business involvement
      - Summer operation
    - Other projects:
      - Mackenzie Avenue
- Action items agreed to;
  - Jay to:
    - follow up with Linda Braun on her thoughts
    - investigate internship programs available

*EDO Rep:*

- ARC was well served by Linda Braun as the EDO rep and the group was looking forward to welcoming a new rep. There was mixed speculation on whether we had to make a case for a new rep or one may have already been appointed.
- Action items agreed to:
  - o Jay to contact Gary McKinnon for clarification.

*Change of Meeting Date:*

- Current meeting date is first Tuesday of every month however this no longer works for all members. Suggested change is for the second Tuesday of every month.
- Action items agreed to:
  - o Jay to call White Otter Inn and see if the second Tuesday of every month is available.

*Next Meeting:*

- Date: Tuesday, December 12
- Time: 5:30 PM
- Place: White Otter Inn (to be confirmed)

## COMMITTEE MEMBERS

### **Chair:**

BIE COULSON

### **Members:**

RADU APAVALOAE

WILLIAM BEYER

MARG CUNNINGHAM

SUSAN GIRARD

JACKIE KERR

MARG LAMBKIN

ELEONOR MARQUARDT

JANICE MATICHUK

HEATHER MAYNARD

JAY LEATHER

### **Resources:**

LINDA BRAUN

GARRY MCKINNON

## DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

P.O. Box 218, Atikokan, ON, P0T 1C0, (807) 597-2757

Meeting minutes of Monday September 11, 2006  
12 noon @ AEDC

Present: L. Braun, M. Cunningham, H. Maynard, D. Coulson, R. Apavaloe, M. Lambkin, K. VanDoorne

1). No additions to the agenda. Delete a Township financial report as per Marg's request.

2). *Approval of May 30, 2006 meeting minutes.*

Motion by M. Cunningham, seconded by M. Lambkin

Carried

3). *Business arising from the minutes.*

Landowner buy-in

L. Manford was the only one in attendance. Group felt one-on-one meetings would be more successful. LCBO and Bell need written proposals sent before they will respond. It was felt all landowners should receive a letter stating our intention giving them an opportunity to reply. The park at the Bell is thought to be on Township property. No one designated to send letters at this time.

Article in Atikokan Progress

Karen felt is highlight the fact DARC is well and alive, build an image. Township should be included in article.

MNR trees planted by Junior Rangers

MNR were offering only seedlings, too small. Karen and Township staff replaced the dead cedars with trees purchased by the Township. Students watered them all summer.

Radu reported he is putting more trees in the 07 budget. A smaller type tree with a better survival rate. He is open to ideas of planting locations and species type from the committee.

Infrastructure improvements to the flower beds.

Radu commented due to lack of staff resources the improvements were not complete this year and felt we should look at other resources to carry out the task.

4). Correspondence - none

5). Sub-committee reports

No sub-committees have met therefore no reports at this time.

Finances – Linda presented a financial report from the DARC account held at the AEDC Township had not report at this time. M. Lambkin will clarify the financial position at the Township including Karen's wages, expenses to carry out the job, and \$5K for Sunset Mall development. Questions regarding the \$5 K will be answered at the next meeting. Some committee members felt that funding was coming out of the Township budget and not the DARC account.

Future DARC projects – nothing to reports

Summer liaison with Enchanted Florist/Township – no meetings. Concern was expressed about this as we need to assist Karen in any way possible. Some issues did arise.

Karen's report:

- she is now watering all flowers as the students are done for the summer
- suggested a good job description for 07 students
- pots were done this summer. 1 of 3 plants is now dead, she will replace them with bull rushes
- welcome sign was completed above expectations
- Bell bldg., M & C, and Heart n Home park completed with bark etc.
- Heart and Home needs structural repair
- suggesting perennials are not a good way to go, too much maintenance, use junipers
- fall pruning has to be done
- Avenue A, CIBC, and Wildwood are high traffic parks that cause some concern i.e. garbage, vandalism etc.
- there was a suggestion of installing ashtrays cans at mini parks. Karen reported Heather gave her a number of cans, no time to paint and install them yet.
- canoes will be put away soon

Things DARC can improve on for future:

1. Better training for students
2. Job description for students
3. Active liaison committee
4. Township will address student strengths for a gardener next year

6). Future planning – next meeting

7). New Business

Radu has received no word yet on when major improvements will be done to the Main Street. He is recommending shrubs and trees be planted anyway. This could be labor intensive as they will have to go into a holding bed for the winter.

Radu will talk with the Lions Club about volunteer and financial for DARC at their next meeting on Thursday.

Some committee members suggested we look at community banners to decorate. It was recommended we take an inventory of current signage to our downtown area and write a letter to Council giving ideas for improvements. No one designated to write the letter at this time.

M. Lambkin recommended the Township try to level all sidewalks.

NEXT MEETING IS TUESDAY OCTOBER 3 @ 5:30 P.M. @ WHITE OTTER INN

ONE AGENDA ITEM – FUTURE PLANS FOR DARC



## COMMITTEE MEMBERS

### Chair:

DEBBIE COULSON

### Members:

RADU APAVALOAE  
WILLIAM BEYER  
MARG CUNNINGHAM  
SUSAN GIRARD  
JACKIE KERR  
ELEONOR MARQUARDT  
JANICE MATICHUK  
HEATHER MAYNARD  
JAY LEATHER

### Resources:

LINDA BRAUN  
GARRY MCKINNON

# DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

P.O. Box 218, Atikokan, Ontario, P0T 1C0, (807) 597-2757

Meeting minutes of Wednesday May 23, 2006

12 noon @ AEDC

Present: J. Leather, L. Braun, L. Manford, M. Cunningham, H. Maynard, D. Coulson, R. Apavaloe

Purpose of the meeting is to seek input from the mini park landowners.

Jay began the visual presentation. Since there is only one landowner present today, the discussion will be geared toward the Wildwood mini park.

We currently have 10 active members. Our mission is to create and welcoming community image for residents and visitors. This has been done through welcome sign, mini-parks, large planters, and canoe planters. "How do we get there?" DARC has worked at a "green downtown."

We are seeking input from landowners about their ideas, concerns, and ongoing support.

L. Manford's comments were:

- community needs to be attractive to outsiders
- with business being very slow for a number of years, at this point in time, Wildwood could not maintain the park themselves, nor offer financial support
- she would support DARC/Township efforts to secure funding
- when the large streetscape project is complete she would endeavor to purchase trees
- there should be "no dogs allowed" signage in flower beds. People tying up their dogs and leaving them for period of time is a big problem
- while she is a big supported of the AMA artifacts, she would like to see them removed from the mini-parks and replaced with current material i.e. canoes
- would like to see an outdoor mural painted on her side of the Voyageur Mall, perhaps by Linda Kennard or Steve Cunningham.
- perhaps students could assist DARC as they require service time. Maybe this could be done under the supervision of the Horticultural Society.

Radu believes a good community image will help the business community.

It was suggested one option for maintaining the mini-parks would be a "clean and green" or "adopt a park" campaign.

Everyone agreed DARC needs more communication with landowners and the community. L. Manford commented she has never had formal discussions with our committee in the past.

Other groups that could assist DARC maybe be Junior Rangers Program, Boy Scouts, and Air Cadets.

Due to the fact most landowners were not here, committee members will meet on an individual basis with them and report back at our May 30 meeting.

Deb – Royal Bank

Jay – M & C Motors

Margaret – Bell Canada

Heather – LCBO

Businesses still to be contacted are CIBC and C. & L Laundromat. Any committee members willing to speak to these people please let Linda know.

NEXT MEETING IS TUESDAY MAY 30 AT 5:30 P.M. AT THE WHITE OTTER INN, CONFIRM YOUR ATTENDANCE WITH DAWN HAYES AT 2757.

## COMMITTEE MEMBERS

### Chair:

YEBBIE COULSON

### Members:

RADU APAVALOAE  
WILLIAM BEYER  
MARG CUNNINGHAM  
SUSAN GIRARD  
JACKIE KERR  
MARG LAMBKIN  
ELEONOR MARQUARDT  
JANICE MATICHUK  
HEATHER MAYNARD  
JAY LEATHER

### Resources:

LINDA BRAUN  
GARRY MCKINNON

## DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

P.O. Box 218, Atikokan, Ontario, P0T 1C0, (807) 597-2757

DARC Meeting of Tuesday May 16, 2006

5:30 p.m. @ White Otter Inn

Present: D. Coulson, J. Leather, E. Marquardt, M. Cunningham, H. Maynard

R. Apavaloe, M. Lambkin

Regrets: B. Beyer, S. Girard, L. Braun, J. Kerr, J. Matichuk

Meeting minutes of *May 2 and 5, 2006* were accepted as presented. Motion and seconded by H. Maynard and J. Leather.

There was *no correspondence* at this time.

Discussion took place about the *financial support* to move our plans forward for 2006. \$5000 will be administered by the Township to cover the contractor's wages. Township will also supply a student to assist the contractor necessary and use of a truck (on weekends if necessary). \$7500 from the Tracks to Town committee will be given to the Township for use by DARC. We have \$3,314.32 in our bank account at AEDC. Suggestions to use this money are advertising and appreciation ads. Financial statement was accepted as presented. Motion and seconded by D. Coulson and J. Leather.

### *Summer programs*

Start-up/shut-down of mini parks:

Quote submitted from Enchanted Florist was reviewed. It costs of 160 hours of work. Purchases of materials will be purchased locally. She will add perennials and identify plant varieties. K. VanDoorne will submit invoices for materials and wages to R.

Apavaloe for payment on a schedule suitable for both of them. It was suggested \$1,000 at start-up and \$1000 for second half of start-up be given to the contractor. Contract was accepted as presented.

### *Summer Liaison Committee:*

Committee consists of R. Apavaloe, H. Maynard, E. Marquardt, and M. Lambkin.

### *Township summer student:*

Must be personable, will be working in the public and with volunteers. A task chart should be developed and completed by the student.

Student and Karen will meet with liaison committee on Thursday May 18 at 8 a.m. at the Voyageur Mall

Next meeting: May 30<sup>th</sup> @ 5:30 pm @ White Otter Inn

## COMMITTEE MEMBERS

### **Chair:**

DEBBIE COULSON

### **Members:**

RADU APAVALOAE  
WILLIAM BEYER  
MARG CUNNINGHAM  
SUSAN GIRARD  
JACKIE KERR  
MARG LAMBKIN  
ELEONOR MARQUARDT  
JANICE MATICHUK  
HEATHER MAYNARD  
JAY LEATHER

### **Resources:**

LINDA BRAUN  
GARRY MCKINNON

# DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

P.O. Box 218, Atikokan, Ontario, P0T 1C0, (807) 597-2757

Meeting Minutes of Friday May 5, 2006  
12 noon at White Otter Inn

Present: R. Apavaloe, M. Lambkin, M. Cunningham, J. Leather, L. Braun, J. Matichuk, E. Marquardt, D. Coulson

Regrets: W. Beyer, S. Girard, J. Kerr, H. Maynard

Jay presented a visual power point of the mini park inventory.

Jay explained to Radu and Marg the short/long term plans for the committee. In 2006 we will contract all work in relation to start up and shut down of mini parks out. DARC will draw up a list of duties. Maintenance for the summer would be done by Township students again with DARC drawing up a list of duties and some training done by K. VanDoorne. During 2006 we will work with the Township towards getting out of the mini park "business" by 2007. At that point DARC will look at other projects.

Duties of the contractor; start up, shut down of canoes/planes/entrance sign/mini parks. Student would be hired by the Township in 06 for maintenance. Karen VanDoorne would work with both parties to train them on past practices. DARC would hire her to do so. DARC would cover materials i.e. plants, soil.

#### DARC's duties:

- advertise and hire a contractor
- order and purchase materials
- host a site meeting with potential contractor
- train contractor and student on site
- provide job descriptions for both positions
- volunteer with contractor

#### Student duties:

- water, weed, cleanup litter
- use Township equipment

#### Outstanding concerns:

- AMA missing plaques (call Museum), determine cost
- structural repairs to mini parks, determine cost, should this be contractor or student?
- day-to-day supervision of student, will this be Township?
- work base for student, will this be public works?
- contracting process – will first inquire with 2005 contractor, if not advertise. Timing is an issue, hopefully can be fast tracked

#### Consultant (Karen) duties:

- Karen as agreed to train contractor and student for a fee. She will submit a quote
- establish quality control timelines with contractor

After a discussion this is what both DARC and Townships reps agreed to:

- Township will supply student, # of hours per week not finalized. They will water, cleanup litter and weed. They will report to the foreman. If DARC has concerns they will go through Radu
- DARC will approach business owners for continued maintenance as mini parks are on private property not Township property. This should take place soon. An inventory of each mini park with costs would need to be done. Develop a long term plan that includes each business

- We can have materials delivered to Township Lot but need to be removed in a timelier manner
- Do not need to advertise, Township policy if amount is under 10K
- Flowers will be added to the mini parks
- Township will offer assistance in moving the canoes and planters
- We are all looking for a start date in May
- Development of Sunset Mall  
Radu supplies of drawing of his plan for committee members  
We suggested the area include picnic tables, trees/scubs, grass areas  
The group discussed the possibility of painting Can Am Restaurant. We would need to locate the owners.
- Atikokan Progress should be included in short and long term plans, including the meeting with property owners.

## COMMITTEE MEMBERS

### Chair:

EBBIE COULSON

### Members:

WILLIAM BEYER

MARG CUNNINGHAM

SUSAN GIRARD

JACKIE KERR

ELEONOR MARQUARDT

JANICE MATICHUK

HEATHER MAYNARD

JAY LEATHER

### COUNCIL:

RADU APAVALOAE

MARG LAMBKIN

### Resources:

LINDA BRAUN

GARRY MCKINNON

# DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

P.O. Box 218, Atikokan, Ontario, P0T 1C0, (807) 597-2757

Meeting Minutes of Wednesday April 19, 2006

@ 5:30 p.m. @ White Otter Inn

Present: D. Coulson, R. Apavaloe, M. Lambkin, M. Cunningham, E. Marquardt, J. Leather, L. Braun, S. Girard

Regrets: B. Beyer, H. Maynard, J. Matichuk, J. Kerr

Debbie welcomed the new committee members representing the Township, Marg Lambkin and Radu Apavaloe. The committee gave them background information included study completed by VanHoven, small projects we have completed, and creation of the mini parks through section 25 grant.

Grants now available are no longer for maintenance, only for new projects.

Radu explained the area of the old Sunset Mall should be developed by machinery and not manual labor. Any development will not be long term. Someone suggested painting Can Am building, perhaps asking the owners. Or at the very least putting trees along the building. He drew a rough sketch of the area, incorporating his and Catherine Reilly's ideas. Public works is committed to planting grass, trees, installing benches and maintenance of the area.

We discussed a budget for the committee. Tracks to Town is willing to contribute their money and along with what DARC currently has, the total is 23K.

Everyone agreed communication is key for DARC and the Township and having reps will be very beneficial in planning for the future.

Radu has ordered 100 trees, he believes to be lilac and yu bushes.

Township will be hiring a summer student dedicated to assisting DARC with the of the mini parks. They will be responsible for watering and picking up litter, no maintenance. Should maintenance issues be contracted out to local businesses i.e. Oggie's?

Radu suggested DARC take an inventory of our tasks for spring, summer, and fall. From there we can discuss roles and budget requirements. A water source should be included in the reporting. We will produce the job description used last year to hire Enchanted Florist.

Should DARC look at once time spruce of mini parks and leave the maintenance to the private business or Oggie's?

DARC has no revenue stream and has relied on grants and Township for money for wages and capital purchases.

Radu reported the government funding they are hopeful to receive is for paving only.

NEXT MEETING IS TUESDAY MAY 2 @ 5:30 P.M.



## COMMITTEE MEMBERS

### Chair:

EBBIE COULSON

### Members:

WILLIAM BEYER  
MARG CUNNINGHAM  
SUSAN GIRARD  
JACKIE KERR  
ELEONOR MARQUARDT  
JANICE MATICHUK  
HEATHER MAYNARD  
JAY LEATHER

### Resources:

LINDA BRAUN  
GARRY MCKINNON

## DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

P.O. Box 218, Atikokan, Ontario, P0T 1C0, (807) 597-2757

DARC meeting minutes of March 7, 2006 @ AEDC @ 5:00 p.m.

Present: H. Maynard, J. Matichuk, S. Girard, L. Braun, D. Coulson, M. Cunningham, E. Marquardt, J. Kerr, M. Davidson and Mayor Brown (Township representatives)

Absent: W. Paulson

Regrets: J. Leather

The meeting started at 5:00 p.m. with the committee finalizing our message to Council. The message would be thanking them for responding to our written request. DARC feels they are at a cross roads, wondering where they are going. Continuing with a community gardener is imperative, but DARC cannot be the employer. The committee felt they needed to be honest about our limited resources, yet conveying a positive message.

At 5:30 p.m. Mayor Brown and Councilor Davidson arrived. We waiting for W. Paulson and in his absence we began the meeting. Chair D. Coulson opened the meeting, welcoming Council. She began thanking them and public works for their continued support to DARC and the community beautification.

The meeting continued with the 3 points on the agenda. D. Coulson explained that DARC has accomplished much, but we are at a crossroads as to how or if to continue our efforts.

Township does not have a formal vision for beautification, although personally the representatives felt it is important. They would like to see underground wiring. They commend the committee for their dedication. DARC members felt it was difficult to proceed without a community goal.

Dennis reported a funding application for a sewer and water rebuild was submitted over one year ago. The committee expressed their surprise as they had not been notified. The project if approved, could proceed either this summer or next. Following that, the paving would begin. The mayor said the town has not received a response to their application to date and he was unsure the details of the application. Once this project was complete they may consider the large streetscaping idea; extending sidewalks etc.

D. Coulson reported just before the June 15, 05 announcement of the OPG closure, DARC was finalizing a NOHFC application for an economic impact study addressing the benefits of the downtown area. Similar projects have been done in Dryden and Marathon. The study will identify hard costs and timelines for the project. We had applied for \$10K.

Council is currently working on the budget for next year. Beautification has not been high on the priority list completed by the consultants, although the group wondered if it was rolled into tourism initiatives. D. Coulson has discussed DARC initiatives with the consultants.

Janice asked Mayor Brown depending on the success of Township's funding application, what role does DARC play in beautification? He was hopeful we would continue our efforts with no specific direction given.

We asked if a community gardener was a budget line item in the upcoming budget. Since the budget is not yet complete, they could not give us an answer until June 1. H. Maynard was let to believe from W. Paulson money was dedicated for this to the tune of \$10,000.00 We strongly encouraged Council to find the funds and that person would be a Township employee. We expressed our concern about hiring someone with gardening experience. Council would report back to us on this matter.

Does Council have a commitment to beautification? Mayor Brown reported not at this time.

In 2007 if the Township receives their 3 millions dollars for sewer and water upgrade and DARC receives their funding through NOHFC, that total amount will be 6 million dollars. Who will led and maintain the project?

Mayor Brown reported the consultant's final report will be revealed on April 19.

Discussion took place regarding the work completed at the entrance sign on Mackenzie Avenue. Due to lack of supplies and maintenance the trees planted there two years ago are dead. Is this the message we want to give to visitors?

DARC invited Council to have a designated representative at our monthly meetings, the first Tuesday of the months at 5:30 p.m.

We discussed the Sunset Mall job application. Council was under the impression that money was available for this spring. AEDC as the proponent of the application reported they had made that request to HRSDC last fall, but carry over is not possible. They had advised the Township at this time. We voiced our concern about the amount of time and effort dedicated to that funding application for Township to not follow through with it.

Mayor Brown reported a by-law officer is currently in place to look after Mackenzie Avenue. Some committee members felt a lot more could be done. Some suggestions included fences and trees. Hats off to the Township for attaching a tourism priority to the former Leishman's building. Again Council does not have a vision for how to proceed on Mackenzie. Perhaps between the two groups a plan can be formed.

It was reported Radu of Public Works has purchased trees to plant around town to replace some that was removed by Township.

Mayor Brown and Councilor Davidson advised the committee they will have a meeting with Council in the next couple of weeks. Following that another meeting with Council and DARC will take place. Council will advise us of the date.

Meeting adjourned at 6:30 p.m.

OUR NEXT DARC MEETING IS TUESDAY, APRIL 4 @ 5:30 p.m. @ WHITE OTTER INN.

## COMMITTEE MEMBERS

### **Chair:**

DEBBIE COULSON

### **Members:**

RADU APAVALOAE  
WILLIAM BEYER  
MARG CUNNINGHAM  
SUSAN GIRARD  
JACKIE KERR  
MARG LAMBIN  
ELEONOR MARQUARDT  
JANICE MATICHUK  
HEATHER MAYNARD  
JAY LEATHER

### **Resources:**

LINDA BRAUN  
GARRY MCKINNON

# DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

P.O. Box 218, Atikokan, Ontario, P0T 1C0, (807) 597-2757

DARC Minutes of Tuesday February 14, 2006 @ White Otter Inn @ 5:00 p.m.

Present: J. Leather, M. Cunningham, H. Maynard, L. Braun, S. Girard, J. Matichuk, E. Marquardt

Linda began by explaining the purpose of the meeting and some of the background work completed to date. The committee has not met since September of 05 for various reasons. In talking with our Chair an agenda for today's meeting was made in hopes of getting the committee re-focused and investigate the future plans of each committee member.

Individual commit members gave the following members:

- they are willing to do some work but not take on a Chairperson's role
- most felt they are not contributing enough resources, but strapped for time to give any more
- all agreed most of our jobs are beyond using just volunteers to achieve results
- we have taken on large ticket items, somewhat independent of Council's support
- we should not be hiring works, nor supervising them
- need a marrying of co-operative efforts with Township
- what is the scope of our mandate? If we complete large ticket items we need more help, if we stay with smaller ones we can handle it.
- things like landscaping the old mall which did not go through, left the committee frustrated. Many times we have had great ideas with no direction.
- on the other hand some projects are great, DARC has many accomplishments

The discussion many times came to beautifying Mackenzie Avenue and the mandate and status of Tracks to Town. Some believe we are not a pretty town to begin with. We are industrial and still remain a natural resource community.

Most of the remainder of the meeting focused on the relationship between DARC and the Township. We completed a priority setting exercise with the results below (see 2<sup>nd</sup> pg)

After completing the priority setting, all present individual members committed to staying on the committee. Their main reason is because they believe in Atikokan's beautification and wonder who would dedicate time to this project if they resigned. Jay would like to see the committee take on a new project, suggesting clean-up of Mackenzie Avenue. Everyone agreed the first priority is establish a good working relationship with the Township.

Next meeting:

- committee will review notes, making comments. If they feel another meeting is necessary before we meet with Council they will request one.
- next committee meeting is Tuesday March 7 at 5:30 p.m. @ White Otter Inn (regular monthly meeting)
- committee will be advised of the meeting date with the Township

# DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

P.O. Box 218, Atikokan, Ontario, P0T 1C0, (807) 597-2757

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## DARC Minutes of September 6, 2005

Present: Catherine Reilly, Debbie Coulson, Bill Beyer, Margaret Cunningham, Eleonor Marquardt, Susan Girard, Jackie Kerr and Linda Braun

Linda Braun motioned acceptance of August 2/05 meeting, seconded by Catherine Reilly.

Don McKay would like to apply for an intern position to focus on GIS & an intern for a historical project for interpretive signage.

JCP grant – needed additional information. Approval wasn't available until August and there wasn't any eligible workers. Application can be used to apply in Spring for next year. Apply in Spring for JCP; advised Catherine.

Plan for Sunset Square Mall – Township will put grass seed in mall area. A Township worker is to help Karen.

Community Gardener Report: see attached report

Linda will check contract with Community Gardener and meet with Catherine.

Catherine will pursue reimbursement from the Township for materials for beautification. Jackie contacted Warren Paulson for payment for the Community Gardener.

Catherine was told be Warren for invoice to be sent to Township. A.E.D.C. received the invoice.

Copy of agreement with the Township of Atikokan of \$5,000.00. Truck and gas should have been paid by the Township of Atikokan.

Volunteer position, so committee doesn't have a volunteer to supervise, our capacity doesn't lend for us to be supervisors of employees.

The grants we have received in the past will not cover maintenance, only new projects.

Advisory role is the committee's role.

Project management is not feasible for this committee. In the year 2006 we can't have this relationship. Township should respect our honesty.

Supplies were needed for gardener, in good faith we got supplies as we anticipated the grant for supplies.

A community gardener will report to Public Works. Township would purchase materials.

Catherine will write a letter about summer project and present it to Council. Sunset Mall and recommendations for next year. Allocate monies for worker and supplies.

CP grant needs to be sent to HRDC in the spring. Monies and time for downtown plans.

\* Economic Impact Study – Township has a grant for \$250,000.00 from FedNor to do a study for direction for economic renewal. DARC sent a letter for Township to do an economic impact study. Remind Township about work.

if you don't have an attractive town you can't attract business.

The committee has done as much as it can do, survey results show support for downtown beautification.

Friday @ Debbie's office @ 11:30 a.m. – bring copies of what we expected and her expectations.

Request from Township for a chair or representative to attend a meeting to enhance tourism in our community on Sept 27<sup>th</sup> & 28<sup>th</sup> at 6pm in evening at A.E.D.C. Debbie Coulson & Jackie Kerr will attend the meeting.

Promotion & future direction for next meeting.

Tuesday Oct 4/05 @ 5:30 pm at White Otter Inn

Catherine stated she will need to attend to other commitments & personal matters and could join the committee in the spring.



## COMMITTEE MEMBERS

### **Chair:**

DEBBIE COULSON

CATHERINE REILLY

### **Members:**

WILLIAM BEYER

MARG CUNNINGHAM

SUSAN GIRARD

JACKIE KERR

ELEONOR MARQUARDT

HEATHER MAYNARD

JANICE MATICHUK

JAY LEATHER

### **Resources:**

LINDA BRAUN

GARRY MCKINNON

## DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

P.O. Box 218, Atikokan, ON, P0T 1C0, (807) 597-2757

Meeting minutes of Tuesday August 2, 2005

White Otter Inn @ 5: 30 p.m.

Present: M. Cunningham, H. Maynard, E. Marquardt, J. Leather, D. MacKay, C. Reilly, L. Braun

Regrets: J. Kerr, B. Beyer, S. Girard, J. Matichuk, D. Coulson

### *1). Downtown revitalization project*

Don MacKay presented DARC with a project he is currently working on and looking for a partnership

- revitalize downtown core as far as streetscape and visual impact
- DARC would expand their mandate
- this plan would compliment the tourism initiatives already going on in Atikokan
- business community has experienced some "dark days", need some help
- project would bring Atikokan's history and the arts sector out into the community through

maps, pictures, articles. He is calling this an "eco-museum", a museum without walls

- Don will spearhead the project. He would use the mall as a pilot project and move out into other businesses and offices, then on the street
- he is currently applying for two FedNor interns to carry out the project
- theme include; Lac La Croix and ANFC culture, fur trade, logging, mining, tourism
- Don is establishing partnerships with P. Burton (GIS), Centennial Museum, Quetico Park, Ridley Library, Public Library, Intergenerational Centre, and business community
- Don is requesting DARC become the proponent of these Intern applications
- Don would be part of a sub-committee of DARC, looking after this project only

Don left the meeting and the committee discussed his request further. The group was unsure if DARC is the best partner for this project. Linda will inform Don that the committee is considering the request to become a proponent for the historical project intern, but felt they could not contribute any expertise to the GIS intern. The decision will be tabled until the September committee meeting due to lack of members present.

*2). Additions or deletions to the agenda* – Catherine added Letter to Township regarding future financial support for downtown development.

*3). Acceptance of minutes of July 4, 2005* as circulated. Motion by J. Leather, seconded by C. Reilly. Carried

### *4). Business arising from the minutes*

Catherine was interested in submitting a letter to the editor regarding the development plan for the Sunset Mall area, but the job creation program (JCP) was not approved until this past week. Since it is now approved Catherine will

complete and submit the letter.

*Job creation program application* – The application was approved for 2 EI eligible persons, but only one applied. We will hire M. Bailey, pending her EI eligibility to begin Monday August 8. Catherine will request approval in writing before she begins. She will pass that on to M. Cunningham. C. Reilly has a meeting with Radu (public works), K. VanDoorne, and M. Bailey tomorrow to discuss the job duties. Because we are only hiring one person the overhead money has decreased. C. Reilly has instructed Radu to requested this shortfall from the Township. She was under the impression the \$4,000.00 support we were receiving for materials was money, and has since learned it is in kind donations.

DARC currently has \$1,000.00 in the general bank account from donations.

*Spruce up awards*

In the Atikokan Progress of Tuesday August 2, highlighted awards to Intergenerational Centre and Atikokan Native Friendship Centre. L. Braun will contact committee members to present the remaining awards.

*Survey* – nothing to report

*Garden Tour*

The tour will take place on Sunday August 14. We require volunteers and Colleen George is spearheading the tour. If interested in assisting, contact Colleen. Linda will contact the Chamber regarding assistance from their students.

5). *Committee reports*

Finance- Invoice for flowers. K. VanDoorne has charged materials for the large flower pots, totaling \$600.00. Hopefully the Township will reimburse DARC for this expense. In the meantime DARC will pay the bill.

Motion to pay this outstanding expense for annual flowers from the DARC general account and pursue the Township of Atikokan to reimburse DARC. Motion by M. Cunningham, seconded by J. Leather. Carried

Recruitment – nothing to report

Promotion – nothing to report

6). *Other business*

C. Reilly read a letter she will submit to the Township of Atikokan of DARC's behalf, requesting they consider the large downtown renewal project in their plans to revitalize the community. the committee approved the letter. She will e mail to AEDC to be put on DARC letterhead, signed, and submitted to the Township.

C. Reilly will be on holidays starting tomorrow until August 13 and has given the JCP file to M. Cunningham. She will contact AEDC tomorrow to ensure the contract has been sent, signed and returned.

**NEXT MEETING WILL BE TUE. SEPT. 6 @ 5:30 P.M. @ WHITE OTTER**

**COMMITTEE MEMBERS**

***chairs:***

DEBBIE COULSON

CATHERINE REILLY

***Members:***

WILLIAM BEYER

MARG CUNNINGHAM

SUSAN GIRARD

JACKIE KERR

ELEONOR MARQUARDT

HEATHER MAYNARD

JAY LEATHER

JANICE MATICHUK

***Resources:***

LINDA BRAUN

GARRY MCKINNON

**DOWNTOWN ATIKOKAN RENEWAL COMMITTEE**

P.O. Box 218, Atikokan, ON, P0T 1C0, (807) 597-2757

**Meeting Minutes for Tuesday July 4, 2005**

**Present:** C. Reilly, J. Leather, J. Kerr, W. Beyer, E. Marquardt

**Acceptance of Minutes June 14:** Motion by E. Marquardt, 2<sup>nd</sup> by J. Kerr. approved

**2. Business arising from the minutes**

- JCP Grant - still in progress

- Council meeting report - Action Plan for Street renewal

(Schwar report 2005) presented to council. C. Reilly suggested to Council possibilities of applying to government agencies for funding to do both Main street and the intersection as a comprehensive package. We will now await direction from council on whether they wish to proceed or not.

- spruce up awards - We should add Chips or Us, McLeods and True Value to the list.

**3. Other Business**

- If Karen still needs assistance with weeding, we will organize regular weeding sessions on Tuesdays at 6:30 starting July 19<sup>th</sup>.

Catherine will get letter in to paper re: Damage and weeding sessions.

**4. Time and Place of next meeting: August 2, White Otter Inn at 5:30**

## COMMITTEE MEMBERS

### **chairs:**

DEBBIE COULSON

CATHERINE REILLY

### **Members:**

WILLIAM BEYER

MARG CUNNINGHAM

SUSAN GIRARD

JACKIE KERR

ELEONOR MARQUARDT

HEATHER MAYNARD

SAMANTHA MEANY

KAREN VANDORNE

### **Resources:**

LINDA BRAUN

GARRY MCKINNON

## DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

P.O. Box 218, Atikokan, ON, P0T 1C0, (807) 597-2757

Meeting Minutes of Tuesday June 14, 2005

Present: C. Reilly, J. Kerr, E. Marquardt, M. Cunningham

Absent: D. Coulson, H. Maynard, S. Girard, B. Beyer, L. Braun, J. Leather

*Additions to the agenda:*

*Minutes of the June 14, 2005 meeting* were approved as presented. Motion by M. Cunningham, seconded by E. Marquardt.

Linda Braun advised that the bank account is \$1,806.00 and tax receipts cannot be issued. Discussion about Owen Boland's donation needs to be added to donation list and added to bank account as monies were given to the AEDC for DARC. Linda gave a list of donors.

Job Creation Program grant is still waiting approval and needs to include more detail regarding the project with the Sunset Square Mall. Karen VanDoorne was hired as the Community Gardener. Discussion that until the JCP Grant is approved perhaps in the meantime DARC members can volunteer help if Karen needs assistance with setting up planters.

Sunset Square Mall discussion: Catherine proposed having gravel, insulated planters to railroad ties, walkways, unistone for the front section. John Covello also suggested a volleyball court. Catherine will talk to Warren Paulson about the plans.

Catherine and Linda met with Robert Derbyshire of the Ministry of Northern Development and Mines re: Downtown Renewal. He suggested that an economic feasibility study working towards promoting Atikokan ie: ski club, recreation corridor committee.

Catherine will make a presentation to council regarding the plan

Spruce Up Awards were given in 2003 to Atikokan Hotel, Wolf's Den, McTaggarts, Atikokan Foodland, Lori's New Image & Ministry of Natural Resources. There weren't any awards given in 2004. For 2005, awards will be given to White Otter Inn (for planters, repainting), Canoe Canada (remodeling to reflect wilderness image), Atikokan High School (canoe at entrance), Atikokan Native Friendship Centre (wall mural), and the Atikokan Intergenerational Centre (wall mural).

Linda reported that 17 paddles were decorated and at the AEDC office ready for use. She suggested talking them to Karen VanDoorne about where to place them

Correspondence none

Next meeting: Tuesday, July 5, 2005 @5:30 at the White Otter Inn.

## COMMITTEE MEMBERS

### **chairs:**

DEBBIE COULSON  
CATHERINE REILLY

### **Members:**

WILLIAM BEYER  
MARG CUNNINGHAM  
SUSAN GIRARD  
JACKIE KERR  
ELEONOR MARQUARDT  
JANICE MATICHUK  
HEATHER MAYNARD  
SAMANTHA MEANY  
JAY LEATHER

### **Resources:**

LINDA BRAUN  
GARRY MCKINNON

## DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

P.O. Box 218, Atikokan, ON, P0T 1C0, (807) 597-2757

Meeting minutes of Tuesday May 3, 2005

Present: D. Coulson, H. Maynard, E. Marquardt, S. Girard, J. Matichuk, B. Beyer, M. Cunningham

Regrets: J. Leather, L. Braun, C. Reilly, J. Kerr, S. Meany

1) *Additions to the agenda:* none

2). *Minutes of the April 5, 2005 meeting* were approved as presented. Motion by H. Maynard, seconded by S. Girard

3). *Correspondence*

Eleonor will check with Margaret at the AEDC to inquire about the exact amount in the bank account to date regarding donations and the list of donors.

4). *Hiring committee*

The committee reported they will advertise for two positions; a community gardener and a landscape helper, ad will be placed in May 9<sup>th</sup> issue of the Atikokan Progress.

*Summer maintenance*

We are awaiting confirmation of JCP grant. If funding is not received an emergency meeting will be held to perhaps approach high school students or probation/parole.

5). *Finance committee*

- committee needs to be established

6). *Tax receipts/donations*

Eleonor will check with AEDC is tax receipts can be issued for donations to DARC. She has sent a thank you to Owen Boland.

7). *Feasibility committee*

Catherine, Deb, and Marg met with Werner and have a final copy for the next meeting. They met with Fran Duke of FedNor and she suggested meeting with Robert Derbyshire of Northern Dev and Mines. The committee did so and his recommendation was write a letter to Ministry Bartolucci requesting \$10,000.00. In addition ask request further funding from the province, municipality and FedNor. Fran will receive a copy of the proposal.

Werner was asked to address the Sunset Square Mall location. Discussion was, as a committee who endorses downtown beautification we can see the positive side of having the former Sunset Square lot as something other than a parking lot.

8). *Other committees*

Project and promotion committee will be on the agenda for the June meeting.

9) *Other*

Bill commented the fish hatchery is quite a popular tourist attraction. He will check if their video is at the tourist bureau.

*Spruce up awards*

Get a past list of recipients from the AEDC. One suggestion was send all the businesses a letter regarding their costs of sprucing up, does this involve property of by law office?

Installation of paddles

Paddles are missing at turn around location at the end of Main St. Deb will ask Linda how many paddles are left at the AEDC and where they should be installed?

Recruitment of new board members

Susan to contact Alana Mahronic, Deb will contact Colleen George.

Next meeting for the committee is Tuesday June 7 at 5:30 p.m. at White Otter Inn.



## COMMITTEE MEMBERS

### **Co-chairs:**

JEbbie COULSON  
CATHERINE REILLY

### **Members:**

WILLIAM BEYER  
MARG CUNNINGHAM  
SUSAN GIRARD  
JACKIE KERR  
ELEONOR MARQUARDT  
HEATHER MAYNARD  
SAMANTHA MEANY  
JAY LEATHER

### **Resources:**

LINDA BRAUN  
GARRY MCKINNON

## DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

P.O. Box 218, Atikokan, ON, P0T 1C0, (807) 597-2757

Meeting Minutes of Wednesday April 20, 2005  
3:00 p.m. @ AEDC

Present: M. Cunningham, L. Braun, C. Reilly, D. Coulson

Purpose of the meeting is two fold, one to meet with the Canoe Heritage Committee, DARC, and Fran Duke (FedNor) to discuss common goals for community beautification. The second reason is to update Fran on the DARC feasibility study.

The hope of the community is to make a region outside of Atikokan an outdoor recreation destination with Atikokan being the service centre. The corridor report causes people to turn off of Highway 11, DARC's job is to encourage them to take money out of their pocket and stay and spend. Visual impact is important and gives character to a community.

Catherine commented if people stay in their car and keep traveling this is no benefit to Atikokan. DARC is using the corridor report for a themed idea, act as a guide. We see our market within 2-4 hours of Atikokan, with rising gas prices and tighter security. People will come fewer times traveling from northern United States and Winnipeg.



## COMMITTEE MEMBERS

### **chairs:**

DEBBIE COULSON  
CATHERINE REILLY

### **Members:**

WILLIAM BEYER  
MARG CUNNINGHAM  
SUSAN GIRARD  
JACKIE KERR  
ELEONOR MARQUARDT  
HEATHER MAYNARD  
SAMANTHA MEANY  
KAREN VANDORNE  
JAY LEATHER

### **Resources:**

LINDA BRAUN  
GARRY MCKINNON  
STEVE LYCHOWYD

## DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

P.O. Box 218, Atikokan, ON, P0T 1C0, (807) 597-2757

Meeting minutes of Tuesday April 5, 2005

Present: D. Coulson, C. Reilly, L. Braun, S. Girard, H. Maynard, E. Marquardt, J. Kerr  
Regrets: W. Beyer, M. Cunningham, S. Meany, K. VanDoorne, J. Leather

### *1). Additions to the agenda:*

Under other – community feedback

2). *Minutes of the March 1, 2005 meeting* were approved as presented. Motion by D. Coulson, seconded by J. Kerr.

### *3). Business arising from the minutes:*

Heather presented information on NOHFC as a possible funding source. DARC will look at an Intern and the community development program. Deb and Catherine will work on an application.

### *4). Correspondence:*

The committee accepted Karen VanDoorne's resignation with regret.

### *5). Committee reports:*

*Hiring committee* – Susan and Jackie will be responsible for hiring of summer employees and a community gardener. They will draw from the community for additional volunteers. Karen has resigned due to a conflict with her new business. The hiring committee will complete job advertisements for the Progress ASAP for the gardener and once the summer employment funding application is approved, complete the second advertisement

Deb has the budget for the job creation program summer employment from 2004, she will revise it; Linda will then review before submitting the final version to HRDC.

*Financial committee* – No member volunteered for this committee. The group felt there is a need to form this committee?

- recognize financial contributions from the community since Oct. 04
- give monthly financial reports
- should we proceed with a donation thermometer?

We recently received a donation from Owen Boland; Eleonor will send a thank you letter. In future we should make thank you cards with one of our digital pictures from a past project.

*Feasibility committee* – Deb, Catherine and Linda sit on this committee in conjunction with Werner Schwar and Warren from the Township. This committee meets on Thursday morning.

*Project planning committee* – Group discussed the need for this type of committee, no immediate plans.

*Promotion committee* – Heather agreed to head this committee. We want to encourage all businesses to get involved.

### *6). Feasibility study update:*

As reported the next meeting is Thursday, update at the May DARC meeting.

### *7). DARC/Canoe Heritage meeting with Fran Duke of FedNor*

Since the two groups have some common goals we will give Fran a report. Deb will talk with the canoe heritage chair, Mayor Brown for an update. The committee is invited to attend on April 20 at 3:00 p.m. at AEDC.

8). *Recruiting new members:*

A number of names were brought forward

Alana Marohnic – Susan will contact

Jay Leather – committee will call

Paul Hosick/Janice Matichuk – Catherine will contact

Lisa and Tamara – Catherine will contact

9). *Summer maintenance for 2005*

- on agenda for next meeting

10). *Survey results*

- on agenda for next meeting

11). *Marketing*

- Committee will wait until after the meeting with Fran Duke, will complete a press release in conjunction with the Township

12). *Spruce Up Awards*

- Do we have a list from 2004?

- All members are asked to keep a watchful eye, to be discussed next meeting

- 2005 list – White Otter Inn

Meeting Schedule:

- NEXT REGULAR MONTHLY MEETING WILL TAKE PLACE ON TUESDAY MAY 3 AT THE WHITE OTTER INN AT 5:30 P.M.

- MEETING WITH FRAN DUKE REGARDING OUR FEASIBILITY STUDY IS WEDNESDAY APRIL 20 AT 3:00 P.M. AT AEDC

## COMMITTEE MEMBERS

### **chairs:**

DEBBIE COULSON  
CATHERINE REILLY

### **Members:**

WILLIAM BEYER  
MARG CUNNINGHAM  
SUSAN GIRARD  
JACKIE KERR  
ELEONOR MARQUARDT  
HEATHER MAYNARD  
SAMANTHA MEANY  
KAREN VANDORNE

### **Resources:**

LINDA BRAUN  
GARRY MCKINNON

## DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

P.O. Box 218, Atikokan, ON, P0T 1C0, (807) 597-2757

Meeting Minutes of Tuesday March 1, 2005

Present: H. Maynard, B. Beyer, M. Cunningham, L. Braun, K. VanDoorne, C. Reilly, J. Leather (guest), J. Kerr, E. Marquardt  
Absent: D. Coulson, S. Meany, S. Girard

Committee welcomed Jay Leather, he is considering a role with DARC.

### *Additions to the agenda:*

- Lunch and Learn
- Report from K. VanDoorne
- Friday morning committee meeting

*Minutes of the February 1, 2005 meeting* were approved as presented. Motion by H. Maynard, seconded by K. VanDoorne.

### *Business arising from the minutes-*

H. Maynard did not check whether DARC would be eligible for NOHFC funding. Linda will contact Robert @ MNDM to attend the Thursday lunch and learn to gain more insight on our project. If he feels we are eligible, we will request an information session.

### *Correspondence:*

HRDC has approved amendments to our summer contract of 2004.

### *Feasibility study update:*

The consultant, Werner Schwar has completed phase 1 of the study, copies were circulated to the committee and at the open house. We will advise Werner by March 9 the direction the community would like to go in order for him to complete phase 2 by March 31. The study profiles 3 options which are all at an approx. cost of 3 million dollars. A discussion took place regarding changes to the infrastructure and the timelines of the Township. They believe sewer and water work will be done between 2010 and 2015. The 100<sup>th</sup> anniversary of Quetico Park is 2009, a possible date for DARC to consider for an end date for this project.

The committee believes visual impact with permanent trees is one of our main goals. We will work with a temporary situation until such time.

The committee will recommend option #2 to the Township, as the median option is not practical, yet the serpentine option is exciting.

### *Open house*

The public both through the open house and the display in the mall is asked to complete a matrix type evaluation, choosing their option. There are no surveys returned to date, Friday is the deadline.

#### *Hiring for 2005*

Debbie will obtain HRDC grant information so the committee can decide to go forward to hire in 2005. In Debbie's absence, we will table this for the next meeting. Group questioned whether it is possible to have the Township supervise the worker; Warren will be invited to the next meeting to have an informed discussion on how we can partner with the Township on staffing issues.

#### *Summer maintenance for 2005*

A discussion took place regarding the downtown murals; the surface is starting to deteriorate. Suggestion was to talk with Warren about who is responsible for the murals in order to have them in shape for 2009. The murals need to be maintained or perhaps taken down and put on display in a large public building.

#### *Other*

Due to the fact we had no businesses attend our open house; the committee will host a lunch and learn for businesses on Thursday March 3 at Errington Hall. Karen reported so will go ahead and order the remaining trees from our 2004 plans at McLeod's. She also reported she is starting her own business and circulated her business plans to the committee. She will begin April 8. The sub-committee meeting with the Township is slated for Friday March 4 @ 9:00 a.m. @ AEDC.

Meeting was adjourned by J. Kerr and seconded by E. Marquardt.

## COMMITTEE MEMBERS

### **chairs:**

DEBBIE COULSON  
CATHERINE REILLY

### **Members:**

WILLIAM BEYER  
MARG CUNNINGHAM  
SUSAN GIRARD  
JACKIE KERR  
ELEONOR MARQUARDT  
HEATHER MAYNARD  
SAMANTHA MEANY  
KAREN VANDORNE

### **Resources:**

LINDA BRAUN  
GARRY MCKINNON  
STEVE LYCHOWYD

## DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

P.O. Box 218, Atikokan, ON, P0T 1C0, (807) 597-2757

Meeting Minutes of Tuesday February 1, 2005

Present: C. Reilly, H. Maynard, J. Kerr, E. Marquardt, D. Coulson, M. Cunningham, K. VanDoorne and S. Girard

Minutes of January 24, 2004 accepted. Moved by E. Marquardt and seconded by K. VanDoorne.

Correspondence: none

Catherine asked for board members to sit on a study committee to work with Werner Schwar Landscape Architect. Catherine indicated that Warren Paulson will be taking a significant role but wants direction from DARC. Catherine, Debbie and Margaret agreed to sit on that committee and meet with Warren Paulson and Werner Schwar on Wednesday, February 3<sup>rd</sup>. The committee will report back to DARC at the March 1<sup>st</sup> meeting. Catherine also noted that she will be away on holidays from March 6<sup>th</sup> to 25<sup>th</sup>.

Catherine mentioned that the Landscape architect will cost out both options of centre median vs. widening of sidewalks. They will also explore operational implications with public works. DARC will make a decision based on the study. DARC would like to see some small, medium and large projects derived from this study. The plans for the summer perhaps could be a project from the study.

An open house reception is planned for one evening the week of Feb 21<sup>st</sup> at the Little Falls Recreation Centre. Date pending availability of information on the median vs. widening of sidewalk by the landscape architect. Catherine will ask for a date to expect this information so copies of Werner's presentation can be viewed

An open house planning committee consisting of Karen, Jackie, Heather, and Eleonor was made to organize the public reception to get public feedback on the median vs. widening of sidewalk of Werner's study and to invite new members for the committee. The reception will be advertised in the Atikokan Progress.

Discussion about Hwy 11 junction: Catherine noted that permission must be obtained from the Ministry of Transport to do any planting in that area. A design is needed for that area. Last year the grass was only trimmed around the edge to show the flowers. Catherine will check if Tourism Corridor has plans for Hwy 11 junction

Debbie will check with Atikokan Employment Centre about deadline applications for an HRDC grant to hire one worker. Heather to check if DARC is eligible for any Northern Ontario Heritage Fund programs.

Susan will be on the hiring committee for a summer employee. Karen will work on developing a work schedule for a summer worker.

Discussion about writing an article for the Horticultural Society about the changes with the Atikokan Entrance sign, added plant holders around downtown and the canoes.

Next meeting: Tuesday, March 1, 2005 at 5:30 pm at the White Otter Inn.

## COMMITTEE MEMBERS

### **chairs:**

DEBBIE COULSON  
CATHERINE REILLY

### **Members:**

WILLIAM BEYER  
MARG CUNNINGHAM  
SUSAN GIRARD  
JACKIE KERR  
ELEONOR MARQUARDT  
HEATHER MAYNARD  
KAREN VANDORNE  
SAMANTHA MEANY

### **Resources:**

LINDA BRAUN  
GARRY MCKINNON  
STEVE LYCHOWYD

# DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

P.O. Box 218, Atikokan, ON, P0T 1C0, (807) 597-2757

## Meeting Minutes of Monday January 24, 2005

Present: H. Maynard, J. Kerr, M. Cunningham, L. Braun, D. Coulson, K. VanDoorne, B. Beyer

Minutes of January 10, 2005 were approved as presented. Motion by K. VanDoorne, seconded by L. Braun

### *Business arising from the minutes:*

Memo from Gloria Mejia of HRSDC regarding our payment claims for the JCP grant of last summer. A Copy of the memo and the committee's response is included in these minutes. It was decided the committee will not take any action on this matter until we receive a response from Gloria. Bill commented these grants should have some flexibility as things such as equipment needs and weather change at a moments notice.

Future goals and projects for the committee.

There was a lengthy discussion about the number of projects we take on for the coming for the summer of '05.

We will recruit new members for the March 1 meeting. It was agreed our Feb. 1 meeting would be to "get our house in order." Our meetings for the next 12 months will be the first Tuesday of the month at 5:30 p.m., at the White Otter Inn meeting room. Dinner will be ordered by the AEDC rep and paid for by each committee member. You will be responsible for paying for your meal if you do not confirm your absence. Agendas and attendance confirmation will be forwarded to each member the Thursday morning prior to each meeting. The 2 co-chairs will forward the agenda to the AEDC rep for distribution. It was agreed with more structure and a consistent meeting time we can be more focused on the strengths of the each committee member. This will be important for large task of implementing the feasibility study. Karen commented on the structure of the Horticultural Society which seems to work for them. Linda will also confirm the membership of all committee members.

The committee's next meeting is Tuesday February 1 @ 5:30 p.m. @ the White Otter, not Thursday January 27 as previously decided.

### *Tender bids for feasibility study:*

The co-chairs met with Warren at the Township to review 6 proposals. Four were over budget, but the committee still reviewed their content and were not satisfied. One proposal although within budget lacked detail. Their recommendation is from Werner Schwar Landscape Architect. Werner is using a Northern Ontario team, all of which have Atikokan ties, making his budget in line with our needs. His proposal was for \$18,000.00. His strength is his connection to the community, one weakness is his public speaking. If there are public meetings the committee will host them. His team also includes a forester and the committee feels this is a priority in our plan. Everyone agreed with this recommendation, Council will vote at their meeting tonight and work will begin immediately. Any committee member wanting a copy of the proposal can call the AEDC. Deb Coulson will confirm with Warren how the process will work for funding applications to implement the study once it is complete. It was motioned by Karen VanDoorne, and seconded by Jackie Kerr that we award the contract to Werner Schwar Landscape Architect as per the recommendations of the proposal committee.

For your planning purposes here are the dates of our upcoming meetings:

Tuesday February 1	Tuesday June 7	Tuesday October 4
Tuesday March 1	Tuesday July 5	Tuesday November 1
Tuesday April 5	Tuesday August 2	Tuesday December 6
Tuesday May 3	Tuesday September 6	



## COMMITTEE MEMBERS

### **chairs:**

DEBBIE COULSON

CATHERINE REILLY

### **Members:**

WILLIAM BEYER

MARG CUNNINGHAM

SUSAN GIRARD

JACKIE KERR

GISELE MARION

ELEONOR MARQUARDT

HEATHER MAYNARD

KAREN VANDORNE

JOHN WYNN

SAMANTHA MEANY

### **Resources:**

LINDA BRAUN

WARRRY MCKINNON

STEVE LYCHOWYD

# DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

P.O. Box 218, Atikokan, ON, P0T 1C0, (807) 597-2757

## Meeting Minutes of Monday January 10, 2005

Present: K. VanDoorne, C. Reilly, L. Braun, M. Thurier

The purpose of the meeting was to discuss a memo from the Program Officer of Human Resources Canada. The memo has stated from our claims that were submitted as per our contract with them, we have expenses incurred that were not part of the contract.

The committee went through each item. Basically because we were able to save money in certain areas we spent that money in other areas without getting prior approval. Linda and Marg will respond to HRDC's memo and wait for an answer. They will include pictures from around town as supporting documentation showing the good results of the DARC workers.

There was a lengthy discussion that is another result of the committee taking on more than we can handle. The community has been very supportive of all endeavors last summer and the crew was excellent but what are our limitations.

The group felt we need to have a committee meeting to establish proper meeting times and recruit more members.

OUR NEXT COMMITTEE MEETING WILL BE ON THURSDAY JANUARY 27 @ 5:30 P.M. @ AEDC.

The deadline for choosing a consultant for the feasibility study is 5:00 p.m. on Thursday January 20. Catherine, Debbie and Warren will meet on Friday January 21 @ 11:00 a.m. at Council Chambers to review the submissions and make recommendations. They will bring their recommendations forward to the DARC at a meeting on Monday January 24 @ 11:30 a.m. @ AEDC. Any committee member wishing to attend is welcome. The agenda will just deal with the recommendations.

## DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

P.O. Box 218, Atikokan, ON, P0T 1C0, (807) 597-2757

### COMMITTEE MEMBERS

#### **Co-chairs:**

DEBBIE COULSON  
CATHERINE REILLY

#### **Members:**

WILLIAM BEYER  
MARG CUNNINGHAM  
SUSAN GIRARD  
JACKIE KERR  
GISELE MARION  
ELEONOR MARQUARDT  
HEATHER MAYNARD  
SAMANTHA MEANY  
KAREN VANDOORNE  
JOHN WYNN

#### **Resources:**

DA BRAUN  
GARRY MCKINNON  
STEVE LYCHOWYD

### Atikokan Downtown Renewal Committee Meeting Minutes of December 16, 2004

Present: W. Paulson, L. Braun, S. Meany, M. Cunningham, C. Cunningham, B. Beyer, L. Braun, S. Lychowyd

FedNor has approved funding for a feasibility study to address an the implementation plan to beautify the downtown area of Atikokan. The Township will be the proponent of the funding application.

Discussion took place on the document for "requesting proposals" submitted to the committee some time ago. It was decided the document will be sent to potential companies before Christmas, Warren and Catherine will complete it in the next few days. No one had any comments about the document.

Warren reported there is a good chance the Township will receive funding to demolish the Sunset Mall in the near future. The mall is on 4 lots. Once this is approved we will make an addendum to the original request to include some suggestions how best to use this green space immediately to ensure it is not just an eyesore.

The Main Street centre median will be addressed in the terms of reference.

The final report will suggest ways to chunk beautification projects into four \$50,000 increments so when the money is available we can ensure a project description is ready to go.

Warren is asking for the DARC to come up with some ideas and then implement those ideas for the Sunset Mall area. He will give \$5,000 towards this initiative.

Bill suggested we look at a model from a community in Wisconsin who has their downtown area stores under one roof; this would be very unique for Northwestern Ontario.

Meeting adjourned, no date set for the next meeting.

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CATHERINE REILLY

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SUSAN GIRARD  
JACKIE KERR  
ELEONOR MARQUARDT  
HEATHER MAYNARD  
SAMANTHA MEANY  
KAREN VANDORNE

### **Resources:**

LINDA BRAUN  
GARRY MCKINNON  
STEVE LYCHOWYD

## DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

P.O. Box 218, Atikokan, ON, P0T 1C0, (807) 597-2757

Meeting Minutes of Thursday October 28, 2004 @ 11:30 am @ EDO Office

Present: Karen VanDoorne, Bill Beyer, Margaret Cunningham, Jackie Kerr, Debbie Coulson and Catherine Reilly.

Debbie – letter from former D.A.R.C. employee requesting funds for 2 weeks of work.

Write up a policy and procedures and have guidelines for the process for hiring workers by D.A.R.C. Also guidelines needed from H.R.D.C.

Discussed hiring employee.

Motion: D.A.R.C. pays Mike Johnson today out of fundraising money and the committee will approach the Atikokan Economic Development Corporation for financial assistance. Moved by Catherine, seconded by Bill.

Approval of minutes of Oct 7, 2004. Minutes of Sept 20, 2003 are not available.

Bill ordered ideas on pursuing a compost.

Karen laid off 2 workers, Karen's report was presented.

Atikokan Beautification gave \$87.12 from the committee which no longer exists.

Tracks-to-Town offered monies. Bill would like to extend an invitation to the Tracks to Town to join our committee. Moved by Bill, seconded by Catherine.

Margaret to type letter to Tracks to Town regarding an invitation.

Monies from A.B. & TTT. Ask Linda if we should have TTT join us because we expanded our area.

Advisability from AEDC if we should amalgamate TTT with DARC – are there are guidelines that we must be separate. DARC has expanded area.

Karen has 13 canoe paddles which were designed and now are to be dipped.

Karen to finalize her report.

“Thank you for your patience and feedback and support regarding the downtown beautification. List DARC workers, DARC committee.”

If you want to join the DARC team. Call AEDC 597-2757 or a board member (see recent list of board members).

Ordered 4 more guards and grates.

FedNor: Catherine spoke to Warren – project has moved on to next level.

Start a list for Policy and Procedures (issues that arose): refer to DARC binder.

Make sure township has a clean description of what we are planning and doing – Township projects approval – details of project, make clear Steve is contact and must follow through.

Events come up and work on, quorum is needed work for additional work request for private properties.

Guidelines for hiring.

Public relations – publicity of work crew.

**Downtown Atikokan Renewal Committee  
Minutes of Meeting of October 7, 2004  
7:00 @ EDO Office**

**Present:** Catherine Reilly, Margaret Cunningham, Jackie Kerr, Karen VanDoorne, Susan Girard, Bill Beyer, Heather Maynard

**Absent/Regrets:** Linda Braun, Eleonor Marquardt, Samantha Meant, Gisele Marion

**• Additions to the Agenda**

Compost  
Linda Braun

**• Approval of minutes of September 20, 2001.**

Minutes were not available

**• Correspondence**

None received

**4. Previous Business**

- Summer Work Project – All of the work identified as part of the Human Resources grant has been 90% completed. There is not enough work left to keep four people busy, so 2 workers will be laid off. Karen was instructed to have it confirmed in writing with the funder that we may do this without returning our capital money without returning our capital money before doing the layoffs. There is still \$5,300 left. This will either be spent on banners, or tree grates, depending on which will be more feasible in terms of being invoiced by the end of the grant period.

- FedNOR Application – This is in Fran Dukes office for review.

- Policies and Procedure – An issue arose regarding use of DARC staff time on work not identified in our initial work plan for the year. This and other issues will be discussed in more detail when we review items for establishing policies and procedures.

- Fall Agenda – deferred to next meeting.

**5. New Business**

- Compost – Shirley Pierce has offered her part of her property to be used for community composting of grass clippings and leaves. There was some discussion of developing a larger community composting project. B. Beyer indicated some interest in taking this on as a future project.

- Linda Braun – Linda Braun has been quite ill. The committee expressed an interest in offering her a gift. A collection will be taken at the next meeting.

**6. Date of Next Meeting; Thursday, October 28, 11:30.**

## COMMITTEE MEMBERS

### **chairs:**

DEBBIE COULSON  
CATHERINE REILLY

### **Members:**

WILLIAM BEYER  
MARG CUNNINGHAM  
SUSAN GIRARD  
JACKIE KERR  
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KAREN VANDORNE

### **Resources:**

LINDA BRAUN  
GARRY MCKINNON  
STEVE LYCHOWYD

## DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

P.O. Box 218, Atikokan, ON, P0T 1C0, (807) 597-2757

Meeting Minutes of Thursday August 12, 2004 @ 12 noon @ AEDC

Present: K. VanDoorne, J. Kerr, L. Braun, M. Cunningham, C. Reilly

### **Gardener's Report**

Steve Lychowyd from public works reported the 50 mile/hour sign at the town entrance can not be moved according to our bylaws, some committee members requested a location change in keeping with our image.

Karen has been working with Bruce Donahue regarding more locations to plant trees in the downtown area:

- there are two more tree grills and grates
- Atikokan Foodland to Gil's is possible, problems due to sewer and gas lines he will reassess
- Canada Post, he is unsure of how owns land will inquire
- White Street from Main Street corner to ball field
- Jackie suggested area between Steep Rock and Wolf's Den, some discussion that may take longer than using municipal land. Catherine has agreed to work on Steep Rock and Gil's locations, maximum two weeks otherwise all trees will go to White Street.

Marsha Rydberg asked Karen for an update on the painting of the AMA artifacts. The project is on DARC's list but no time yet, we have money in the budget for paint. Linda will contact Steve and Junior Rangers; maybe they would like to become involved.

It was agreed to hire Randy Norgate to build he stand for the canoe at the entrance sign. Karen has had discussions with him; one idea is to list each brigade inside the canoe for the public to read. He will be in Atikokan in mid-August. Catherine will assist Karen.

Planters on Main Street. Karen is happy with the public response of testing this concept. For next year we hope to have new ones. Doug Sanders build some for his log cabin, Karen will contact him to see if he is interested and a price quote. Planters for the corners should be here next week, Karen has an array of plants and shrubs, will be quite a show.

Upgrading the Bell building. There is one large blue spruce that will be moved to White Street, too large for this area.

### **Other Business**

Linda reported the Township has asked FedNor to consider the funding application be resubmitted having the consultant identify projects done over a three period. They will support that idea, application needs to be modified. Catherine, Deb, Warren and Linda will meet next week.

Minutes of July 12, 2004 were approved as submitted. Motioned by Jackie and approved by Marg.

Karen will talk with XY Paddles to complete the paddles before the end of her term.

Marg has completed the letters to the Police (vandalism), Lions and Tracks to Town (transfer of \$).

**NEXT MEETING IS THURSDAY AUGUST 19 AT 7:00 P.M. @ AEDC,  
PLEASE ATTEND**



# DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

P.O. Box 218, Atikokan, ON, P0T 1C0, (807) 597-2757

## COMMITTEE MEMBERS

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JACKIE KERR  
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ELEONOR MARQUARDT  
HEATHER MAYNARD  
KAREN VANDORNE  
JOHN WYNN

### **Resources:**

LINDA BRAUN  
GARRY MCKINNON

Meeting Minutes of Monday July 12, 2004  
12 noon @ AEDC

Present: J. Kerr, H. Maynard, L. Braun, K. VanDoorne, M. Cunningham

Minutes of July 8, 2004 were approved as submitted. Motioned and seconded by M. Cunningham and L. Braun.

Business arising from the minutes:

1). M. Cunningham reported the hiring went well, J. Stimson and J. Danielson were hired on Friday. We will not advertise as K. VanDoorne feels these people will stay on for the duration of the project.

K. VanDoorne reported the work week is 35 hours not 40 as she originally thought. Time off has been worked out with the employees, she has accumulated 25 hours and will take a day off per week, letting AEDC know which day if someone is trying to contact her. There was a discussion about employees working in the heat, K. VanDoorne has adjusted their schedules and tasks.

2). Garden tour

K. VanDoorne has noticed we could use more signs around town, it committee members can put some up let her know. J. Kerr has volunteered, K. Vandoorne still needs assistance from Committee members.

3). Township decision on feasibility study.

D. Coulson has been able to contact W. Paulson, will continue to do so.

4). D. Coulson will have a student drop off letters of support for the committee solicit businesses and service groups over the next few weeks. If you have any questions about your list contact D. Coulson (cel # is 8092).

Gardener's Report:

Planters for Main St. - she reported planters have been ordered, should arrive in about 5 weeks, will be delivered to public works.

Thank you paddles - she also updated the group on the paddles, it was decided five will be burned with a thank you and dipped.

Lighting for Main Street, using money raised from businesses and service clubs - she has contacted Fort Frances Township, they have recommended a company in Wpg.

NEXT MEETING IS THURSDAY JULY 22 @ 5: 30 P.M.

\*\*\*REMINDER TO COMMITTEE MEMBERS\*\*\* - Contact K. VanDoorne if you can assist with the garden tour on July 25, and contact your list of businesses.

# DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

P.O. Box 218, Atikokan, ON, P0T 1C0, (807) 597-2757

## COMMITTEE MEMBERS

### **-chairs:**

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CATHERINE REILLY

### **Members:**

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JOHN WYNN

### **Resources:**

LINDA BRAUN  
GARRY MCKINNON

## Meeting Minutes of July 8, 2004

Present: E. Marquardt, B. Beyer, Su. Girard, M. Cunningham, K. VanDorne, L. Braun

Minutes of June 28, 2004 meeting were approved as submitted. Motioned and seconded by S. Girard and E. Marquardt.

Business arising from the minutes:

1). M. Cunningham and S. Girard reported they are holding interviews tomorrow and hope to hire two people to replace M. Johnson and N. Halasz who have gone on to other jobs. They new people will report to Karen Monday morning at 9:00 a.m. M. Cunningham will ask the Employment Center to run the advertisement again to keep a pool of potential candidates available.

2). K. VanDorne did receive the drawings from C. Reilly.

3). D. Coulson was to distribute names of businesses to the committee for follow up regarding letter or support, D. Coulson not available for a report.

4). Regarding our wish list of our possible projects. Karen is researching light fixtures on Main St. This money would come from service clubs.

5). Remaining \$4,000.00 of the local initiative program money will be used to purchase planters. These planters are a series of 3 sizes, committee choose the color. They will be used on Main and O'Brien for about 6 weeks this summer, stored at Public Works over the winter, trees put in a holding bed at the golf course.

6). K. VanDorne reported on the tour, **NEED COMMITTEE MEMBERS TO HELP THAT DAY.** Call K. VanDorne at 597-2757 if you available. A must see event. Tickets available at Hava Java, Voy books, McTaggarts.

7). L. Braun will ask D. Coulson for an update on the Council decision of \$2,000.00.

8). M. Cunningham was commended for her work on the DARC press release.

Gardeners Report:

1). DARC was given 25 paddles last summer painted by Junior Rangers. 10 will be used to recognize local citizens for their support to DARC i.e. canoes etc. Wording on the paddles were decided by committee. 15 will be painted by workers and displayed around downtown area. Money is in the budget for this project.

2). L. Braun reported a letter has gone to Council requesting their \$5,000.00 wage contribution to the gardener's wages. We should receive that funding shortly.

3). K. VanDorne reported Public Works has cut the grass at old Weather station and our workers will cut sod for different areas around town. Public Works has requested some sod as well.

4). Budget issues have been resolved.

Other business:

It was agreed to host some type of thank you at the end of the JCP grants for everyone involved this summer.

Next meeting is Monday July 19 at 12 noon.

## COMMITTEE MEMBERS

### **chairs:**

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CATHERINE REILLY

### **Members:**

WILLIAM BEYER  
MARG CUNNINGHAM  
SUSAN GIRARD  
JACKIE KERR  
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HEATHER MAYNARD  
KAREN VANDORNE  
JOHN WYNN

### **Resources:**

LINDA BRAUN  
GARRY MCKINNON

## **DOWNTOWN ATIKOKAN RENEWAL COMMITTEE**

P.O. Box 218, Atikokan, ON, P0T 1C0, (807) 597-2757

Meeting Minutes of June 28, 2004 @ AEDC @ 12 noon

Present: D. Coulson, K. VanDorne, L. Braun, J. Kerr, M. Cunningham, John Wynn

The committee approved meeting minutes of June 3, 2004.

### **1). Community Gardener's report**

Karen submitted a written report with the following highlights:

She would like a pool of potential candidates in case a worker quits their position. Since she does not have time to be part of the interview process, Deb will contact Jackie and Sue to set that up.

Karen has not received drawings from Catherine to date making it difficult to follow a plan i.e. sign entrance.

She has asked the committee to work on collecting letters of support. She has given Deb the list of which business have been visited that need a follow-up as not to duplicate our resources. Deb will distribute names to the committee.

Service clubs are supporting the project. Lions is donating \$1,000.00 (we need to suggest projects, AEDC through LIP (\$4,000.00 remains from last year which must be spent very soon on trees only), Tracks to town has \$800.00. Linda will send a letter to Tracks to town requesting this donation.

Karen has seven gardens to visit on her tour on July 25. She requires all committee members to assist that day at one of these gardens. **CONTACT HER AS SOON AS POSSIBLE (597-2757, leave a message)** as to your assigned duties. Tickets are \$8 each, including refreshments at Legion Point following the tour. Proceeds to further community beautification, includes door prizes.

Marg and Linda will send a letter to Public Works director requesting Township equipment to cut sod on the old weather station property. The sod would be donated for community projects, therefore no cost to Town. This sod will be used on Township property.

She is requesting to know how detailed the budget must be for HRDC purposes. It must be extremely detailed and there was a discussion to simply her reporting process. Deb will work with on the budget.

Karen as asked for more communication with the committee, she has expressed her frustration in moving our plans forward. A number of solutions were discussed:

- chart/graph to show status of projects
- drawings and plans from Catherine
- weekly one hour meetings
- better defined budget

### **2). Township presentation**

Deb has made attempts to contact Warren for an update on Council's decision on \$2,000.00. Deb will send a letter to Mayor and Council requesting a deadline for a response so DARC can move their plans

forward. Karen would like to begin purchasing trees and planter for down the Main St., Deb will discuss this with Steve and Catherine.

3). Marg will look after the press release of all staff for the July 5 issue of the Atikokan Progress.

4). Deb will compile our concerns in an e mail to Catherine to request a meeting for tomorrow with Karen.

It was decided the committee needs to meet on a regular basis, there has been some communication issues, some felt we were done meeting when the Council presentation was over.

We will meet every second Monday at 12 noon, and every second Thursday at 5:30 p.m. This should ensure everyone can make one and/or both meetings. This is a very busy for DARC and we need to commit our time to ensure our goals move forward. AEDC will call and get confirmation on meetings the Friday and Wednesday prior to meetings. They will also distribute minutes in a timely fashion to keep everyone aware of issues.

**UPCOMING JULY MEETINGS DATE TO PUT IN YOUR CALENDAR:**

Thursday July 8 @ 5:30 p.m.

Monday July 12 @ 12 noon

Thursday July 22 @ 5:30 p.m.

Monday July 26 @ 12 noon

Agenda items for next meeting:

- FedNor update from Robert Derbyshire (MNDM)
- JCP update and direction
- Resource person – Peter (town engineer) update from meeting with Catherine

## COMMITTEE MEMBERS

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CATHERINE REILLY

### **Members:**

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JACKIE KERR  
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JOHN WYNN

### **Resources:**

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GARRY MCKINNON  
STEVE LYCHOWYD

## DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

P.O. Box 218, Atikokan, ON, P0T 1C0, (807) 597-2757

MINUTES: Thursday, May 27, 2004 at AEDC 7:00 P.M.

Present: E. Marquardt, D. Coulson, J. Kerr, K. VanDoorne, H. Maynard, M. Cunningham, B. Beyer, C. Reilly and S. Girard

Moved by Eleonor to accept the minutes of the meeting of May 14, 2004. Seconded by Catherine

Moved by Catherine to accept the minutes of the meeting of May 20, 2004. Seconded by Jackie

### Discussion:

The hiring committee will be meeting tonight to short list applicants for the JCP positions.

AHS Art Class won't be able to paint a scene on the former Sunset Square Mall. If time permits DARC could paint it.

Debbie, Jackie, and Margaret met with Fran Duke of FedNor. Ms. Duke suggested DARC talk to Robert Derbyshire of MNDM Atikokan office. NOHF has funding for infrastructure due to changes with NOHF criteria. If the province provides funding, FedNor could partner. Debbie will call Rob to arrange a DARC presentation. DARC could approach FedNor in the fall re: funding for a study. The study could be phased over three years. Catherine, on behalf of DARC, will make a presentation to town council on Monday, June 7<sup>th</sup>, 2004.

The JCP grant start date is June 7, 2004, and more detail is being requested for the project. DARC is aiming to have information by Monday, May 31, 2004. Debbie, Karen and Catherine are gathering the additional information.

It was decided to invite the new Public Works Director to attend meetings as a resource person when necessary to have his input.

Karen and Jackie visited local businesses for support for DARC's downtown project.

Karen made a presentation to the Horticultural Society. She would like to have a garden tour with a "Wild Iris Award". The tour would include a bio of places, wind up garden party at Legion Point and local artisans displaying their works. Perhaps there could be a residential and a commercial award.

Karen showed pictures of what Kenora has done for beautification with planters and retaining walls.

Council presentation: review study, explain what study will accomplish.

A meeting will be held on Thursday June 3<sup>rd</sup> at **6:00 P.M.** to discuss the presentation to council.

**PLEASE NOTE CHANGE IN TIME TO 6:00 P.M.**



#### COMMITTEE MEMBERS

##### **-chairs:**

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CATHERINE REILLY

##### **Members:**

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## DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

P.O. Box 218, Atikokan, ON, P0T 1C0, (807) 597-2757

### A Special Meeting of the DARC Committee

#### Meeting Minutes

Thursday May 20, 2004

@ AEDC @ 5:00 p.m.

Present: K. VanDoorne, J. Kerr, B. Beyer, M. Cunningham,  
L. Braun, D. Coulson, C. Reilly, H. Maynard, S. Girard,  
E. Marquardt

We began the meeting with a small group so decided to short list our applicants for the job creation program positions. As more members came our focused changed to discussing our presentation to Council June 7.

S. Girard, K. VanDoorne, J. Kerr will be the hiring committee for the JCP positions. L. Braun will talk to L. Marusyk about the status of the grants. It was decided for about 4-5 weeks (the chairpersons will decide how long), the committee will meet weekly. This will be every Thursday at 7:00 p.m. @ AEDC. Everyone will receive their minutes by the following Monday, and a reminder call each Wednesday. If you are unable to make the meeting let us know, a quorum is important to move our plans forward at this time of year.

***Meeting dates: Thursday May 27***

***Thursday June 3***

***Thursday June 10***

***Thursday June 17***

C. Reilly requested the surveys done last fall during our open house. They are at the AEDC, she will pick them up.

Council presentation Monday June 7 @ 7:00 p.m. for 10 minutes, then questions. The entire DARC committee should attend for support.

Points to cover in the presentation:

- community aesthetics for visitors and residents, a place to be proud of, a meeting place. This is supported by many other groups. (Karen will get general letters of support). We believe community groups (service groups) are interested in getting involved.

- we believe Council should find the \$2K to move the study forward for many reasons, aesthetics, visitors and residents, economic viability to create a positive downtown environment.



- build in a gardener in the 2005 budget. DARC has been very fortunate to received funding to hire and person for the last 2 years, some day that will come to an end. We appreciate Township's portion of the wages this year, but we need more of a guarantee. We believe Township needs to take more responsibility for the future. As well the risk of liability to the volunteers is an issue.

- Township needs to decide their overall community plans so DARC can see how they fit into those plans.

If beautification is a priority, working together with tracks to town and the horticultural society is important to DARC. This establishes long term plans for the Township and DARC.

- Population retention is also important, if people are feeling good about their downtown they will stay.

Suggestions:

Post pictures of the DARC plans in the mall before June 7 to update the public.

Tasks to be done:

- Catherine will remind Warren to give DARC a copy of both FedNor applications.

- Catherine will take some digital pictures for the Council presentation of Main Street. Linda commented AEDC does have some pictures that could be useful.

-Catherine will have a draft for the next meeting of the presentation for the committee to comment on.

- Catherine will put a package together for each Council prior to the meeting.

- Linda will arrange a meeting with Fran Duke of FedNor on May 26 or 27 to discuss our grant applications and our window of opportunity.

COMMITTEE MEMBERS

**chairs:**

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CATHERINE REILLY

**Members:**

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MARG CUNNINGHAM  
SUSAN GIRARD  
JACKIE KERR  
GISELE  
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## DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

P.O. Box 218, Atikokan, ON, P0T 1C0, (807) 597-2757

DARC Meeting Minutes  
Friday, May 14, 2004  
@ AEDC @ 12 noon

Present: K. VanDoorne, J. Kerr, M. Cunningham, L. Braun, D. Coulson, H. Maynard.

1. Accepted the meeting minutes of May 6<sup>th</sup>, 2004.
2. Business arising from the minutes

Correspondence: In keeping with the current issues of the Township's FedNor application being paused, the committee had a lengthy discussion concerning why they were not notified of this decision. In order to move on, DARC will become a formal committee in its actions and correspondence with outside agencies. A number of suggestions to achieve this were discussed.

The committee will send Warren a letter with our concerns, clearly indicating our willingness to move forward.

A presentation to Council will take place on Monday, June 7<sup>th</sup>: All members are invited to attend. This presentation should reflect our willingness to work with Tracks to Town and the Horticultural Society for a common goal.

Margaret will talk to Catherine to obtain a list of costs from the Township for DARC's plans.

**A planning meeting to make this presentation will be done on Thursday, May 20<sup>th</sup> @ 5:00 p.m. @ AEDC. We will order supper when we arrive.**

JCP grant: We are moving forward with the grants for 3 people and a community gardener. We have some applications and will run the ad in the Progress one more week. The gardener's wages were funded by HRDC and \$5,000 from the Township.

The Atikokan Lions Club will donate funds from their Spring Carnival for plants/scrubs to show their commitment to downtown beautification.

"I paint the town": On May 26<sup>th</sup>, the community has their "green and clean day" in town. Betty Ann Coulter, a teacher at AHS, along with students from AHS will paint the Sunset Square Mall white in color. Next year for the Outer's promotion, her art class is planning to paint another mural in town.

At our next meeting, we should discuss painting plywood panels; perhaps one artist would take a panel to paint one scene.

New members to the committee: John Wynn and Gisele Marion (White Otter Inn) and Eleonor Marquardt. Linda polled everyone as to how they would like to receive their correspondence. Deb, Heather and Margaret by fax, Karen will come to the office, Jackie will let us know. Dawn Hayes will add the new members to the committee list, get their contact information and find out what is the best time for meeting for their schedule.

"Town Dump": Catherine submitted a letter via email she would like formatted and sent to Council. Discussion took place about the letter.

Karen's report: Karen will attend a green workshop in Dryden to research a study conducted regarding nursery trees grown in Southern Ontario and Winnipeg. The trees from Winnipeg area survive our climate better.

Items to be discussed for our next meeting in planning for the Council presentation:

- Compile a list of supports
  - people from our fall open house
  - organizations
  - community feed back
  - committee is growing
- Need a budget proposal (from Catherine)

Items to be discussed for our next meeting (not at the May 20, meeting following that):

- should we include Steve Lychowyd (public works engineer) on our committee.
- submitting Catherine's letter regarding the "dump" to Council.
- schedule for upcoming meeting, input from new committee members
- short term projects we could achieve with little cost. Take this "wish list" to Warren and Steve to work together. When doing this, ensure we look at our end result, consider objectives i.e. making Main Street more inviting to pedestrians.

NEXT COMMITTEE MEETING THURSDAY MAY 20<sup>th</sup> @ 5:00 p.m. AT AEDC.

DARC minutes for Friday, November 7, 2003 at 10 am

Present: Jill Lewis, Susan Girard, Karen VanDoorne, Margaret Cunningham, Linda Braun, Catherine Reilly, Debbie Coulson and Warren Paulson

Discussion of proposal:

Before question 1.0: add who we are, what is your development, why it is important and mention the amount of dollars required for the project and FedNor's amount of commitment.

- 1.5 name partners only
- 2.1 use point form
- 2.0 Objectives: include factual information about Quetico Provincial Park and the number of annual visitors.
- 2.2 In measuring performance: retail sales, increased number of hotel nights, restaurant sales, number of visitors at the tourist bureau.
- 2.5 Landscaping design- Catherine to submit information to Linda Braun. She can obtain contact information for consulting firms from Thunder Bay (only 1 business in T-Bay) and Winnipeg and Toronto firms who have worked in northwestern Ontario.

Next meeting: Thursday, November 13, 2003

## **Downtown Atikokan Renewal Committee Meeting**

Minutes of Friday, October 31, 2003 @ 11:30 AM @ EDO

Present: Bill Beyer, Linda Braun, Margaret Cunningham, Jackie Kerr, Susan Girard, Debbie Coulson and Catherine Reilly.

Debbie met with Warren Paulson of Township of Atikokan and he notes that the infrastructure on Main Street is operable for about 10 years. The Township's contribution towards the beautification of the project could be to tear down the Sunset Square mall.

The hydro poles on Main Street are owned by the Township and not Atikokan Hydro.

Process of the project:

1. Application – using original documents
2. Approval
3. Detail design (possible open house) and Class A estimates
4. Contract documents (specifications and working drawings and tender documents)
5. Tender for prices
6. Construction

Positive comments were received from the public at DARC's recent open house held on Thursday, October 30 and on Friday, October 31, 2003.

Catherine noted that in the past years the priorities from public consultation indicated that trees were a top priority.

The committee wants to apply for funding available for towns affected by the wood industry layoffs. The beautification project will attract more business and provide an opportunity to increase the tax base.

Debbie, Linda and Catherine will work on the proposal for applying for funding. They will distribute the proposal to committee members for reading.

Next meeting: Friday, November 7, 2003 at 10 am.

## **Downtown Atikokan Renewal Committee Meeting**

Minutes of October 2, 2003 @ 12:00 PM @ EDO

Present: Catherine R., Jackie K., Linda B., Susan G., Debbie C., and Margaret C.

Local Initiative Program (LIP) funding was approved from the Atikokan Economic Development Corporation for purchasing trees and materials to protect them. Catherine to talk to Larry Ogden about planting in the fall. Karen's contract is completed on October 17, 2003. At the completion of the project, a final report must be completed.

Karen and Catherine went on a walk in the downtown. Attached is Karen's report.

Karen to develop a thank you ad for the newspaper and sent out thank you letters to main sponsors.

Catherine noted that Mike Anderson of the United Native Friendship Centre is pleased with Karen's progress. Her nursery background compliments her seasonal outdoor work. Mike suggested Karen should apply for funding to take a horticultural course.

Karen will be completing a final report for the United Native Friendship Centre.

In the future for funding, Linda suggested applying for wages and have an educational component (ie. Workshops in school).

Discussion about funding for downtown project and if there is funding for towns affected by forest industry layoffs. Garry McKinnon of the AEDC will be attending the next meeting in order to discuss possible funding available.

Letter to Township regarding the former Sunset Square mall building; if this building is demolished then there is a possibility of development of a park.

On October 20<sup>th</sup>, the Township will be holding a planning meeting and the budget will be presented.

Next meeting: Thursday, October 23 at 11:30 a.m. at the EDO with Garry McKinnon

## **Downtown Atikokan Renewal Committee Meeting**

Minutes of Friday, July 18, 2003 @ 11:30 AM @ EDO

Present: Linda B., Catherine R., Karen V., Margaret C., and Susan G.

A thank you letter on official DARC letterhead is to be sent to the 100<sup>th</sup> Birthday Committee, Souris River Canoes, L&M Decorating, and people who donated canoes.

Discussion about tree grates and guards being made at Atikokan High School. Bill wasn't sure that the quality could be matched because of how the purchased ones were constructed. Karen to obtain written quote for tree grates and guards.

Catherine to obtain quote from Oggie's Landscaping about planting trees in the fall conditional upon DARC obtaining funding. Also a quote for the cost of 2 or 4 more trees (ash or maple).

### **Activity Update Report:**

- Karen painted a yellow canoe and is working on log cradles for this canoe to be placed at Atikokan Foodland. Oggie's donated logs and Karen needs someone to carve out the logs. If Karen can't find someone then Linda will advertise on channel 11 asking for a volunteer. Karen noted that the paving of the boulevard in this area where the canoe will be placed may happen in August, but only if Township funding is available.
- Peter Kerr notified Karen that canoes can be stored in a grated area on Township property.
- A canoe donated by Owen Lindsay will be fixed up and painted, to be placed on the sidewalk area at the corner of Burns St. and O'Brien St.
- The crab apples along Mackenzie Ave. from the Radisson to O'Brien St. will be fertilized and pruned and trimmed.
- Letter to be sent to Dave Kerr thanking him for the time he gave us and that the project won't go ahead.

Linda mentioned that the big online database to 6,700 sources of funding is available for use at the EDO.

Karen has been hired for 15 weeks (July 7, 2003 to October 17, 2003) with funding from the United Native Friendship Centre and a wage subsidy by the Atikokan 100<sup>th</sup> Birthday Committee and administration being At the end of report Atikokan Economic Development Corporation is to provide a letter showing funds have been expended. Mike of the UNFC will meet in the middle of August for an update.

DARC certificates were presented to Wolf Den, Atikokan Foodland, Atikokan Home Hardware and Hava Java.

Gil's Furniture and Appliance owners and the Raid the North Committee should be recognized for decorating the Gil's building for Raid the North. Karen to contact the Atikokan Progress to arrange for a photo and certificate.

Next meeting: Thursday, August 14, 2003 at 7:00 pm.



## **Downtown Atikokan Renewal Committee Meeting**

Minutes of Friday, June 6, 2003 @ 11:30 AM @ EDO

Present: Linda B., Catherine R., Jackie K., Margaret C., Bill Beyer (via telephone).

Catherine moved to adopt the minutes of meeting for May 9, 2003 as presented. Seconded by Margaret.

Two mountain ash are to be placed on green space by the O'Brien St. bridge: one on the property at Canoe Canada (pending permission) and one on the property on the opposite side of O'Brien St.

Place a canoe (one donated by Peter Kerr) at Atikokan Foodland; need two logs with notches in them to be placed under the canoe.

A boulder is also needed; Bill suggested to look at Steep Rock area. He suggested contacting the Ministry of Natural Resources. Catherine suggested big boulders and do an interpretive science around it.

Discussion of a credit at MacLeod's store, which can be used for bedding plants. Catherine noted that the plants destroyed in the winter could be replaced.

Discussion of hiring Karen as she has the skills and doesn't need to be closely supervised. Karen could be hired under the United Native Friendship Centre (UFC), which has approved salary costs of \$8.00/hr @ 40 per week for 15 weeks in the amount of \$4,800. Karen can be interviewed by the UFC shortly and start on June 23, 2003.

DARC has approached Township about a wage subsidy of \$4.00 per hour and mandatory costs (\$1,008) related to the position. The request will be considered by the planning committee on June 16, 2003.

Discussion about applying for a \$5,000 grant to assist DARC with beautification plans. Catherine to obtain a quote from Oggie's Landscaping to install five trees with tree grates and guards in the fall. Submit application before June 25, 2003.

Bill thought perhaps Atikokan High School could make the tree grates and guards. Jackie to ask Dave Kerr, AHS teacher about potential for this work in a welding shop. Need to know if Dave can make it a project and let us know in two weeks. Bill could give a lesson on welding.

Jackie to check with Atikokan Foodland and speak to Fran Speer to obtain a boulder with his backhoe. Perhaps Debbie Coulson's husband could obtain a cedar log.

Linda asked on behalf of the Canoe Heritage Committee if DARC would be able to give certificates to businesses who have promoted the canoe theme and attractiveness of the community as part of their Spruce Up Awards. The Economic Development Office could provide

the certificates. DARC felt they should only award to businesses in the downtown area as that is their focus. See attachment from Canoe Heritage Committee.

Linda noted that the University of Waterloo students conducted a tourism study. The professor is to be in Atikokan during the last week of June to give highlights of report. Linda offered to put a notice on Channel 11 asking if anyone had any old canoes to donate for planters to contact Catherine.

Bill suggested that the big Euclid tires be put on display again. Bill thought Garry McKinnon would know the location of the tires. This item will be deferred until the fall due to time constraints. In the past, a business would purchase and provide the materials and DARC would provide a labourer to do the project.

Bill noted that we should consider fir trees for planting in this area. Also a flowering crab is needed at Little Falls Fish Hatchery; however, the area is out of the downtown area. Bill felt an umbrella tourist group is needed for Atikokan.

Catherine moved to adjourn the meeting at 12:50 pm. Seconded by Bill.

Next meeting: Friday, June 20, at 11:30 am at the Economic Development Office.

DOWNTOWN ATIKOKAN RENEWAL COMMITTEE  
MEETING MINUTES OF JUNE 30, 2003  
11:30 a.m. @ EDO

Present: B. Beyer (at noon), K. Reilly, M. Cunningham, L. Braun

1. Additions to the agenda – none
2. Approval of meeting minutes of June 6, 2003 will be deferred as we do not have a quorum.
3. Correspondence – none

4. Previous business

- wage subsidy and mandatory costs. Marg approached Garry McKinnon regarding LIP money for this expense, he advised her it is not eligible. He did say the payroll could be done through the AEDC. She also talked to Marg Lambkin regarding 100<sup>th</sup> birthday funding and she felt it is eligible and would talk to her committee members soon.

- community initiatives - \$5,000.00. It was agreed last meeting we would submit an application to cover tree grates and more trees. Katherine is working on this application complete with a quote from Oggie's for tree installation.

- Atikokan Foodland. Jackie reported she talked with Foodland about a canoe (donated by Peter Kerr, Souris River will donate 2 hours of their time to repair it) on their boulevard filled with flowers. They agreed as long as we remove it in the fall for snow removal issues. Also Paul Gronski (hopefully will donate) has located a boulder suitable for the same location. Foodland has concerns with this because of snow removal. Jackie will go back and talk to them. Also her father will donate the wood cradles for the canoes; Karen will deal with this after she starts her employment.

- Linda reported Owen Lindsay has a canoe to donate. Katherine will talk to Peter Kerr about the Township picking these canoes up and storing them for the winter. The more canoes we get, this could be a problem.

- Welding tree grates. David Kerr is willing to make these grates during his welding class in the fall at the High School. Bill Beyer is willing to teach the class. Bill will contact Peter Kerr for a sample of the tree grate and cost it out. Part of the \$5,000.00 LIP will go towards material costs. Issues of space etc. need to be addressed with the High School.

- Quotation for tree installation. Katherine will call Oggie's today.

5. New business

- Onwards Atikokan tourism report. Linda reported it will take place on Wed. July 2 at 12 noon, all committee members are invited.

- Katherine will go with Karen to purchase bedding out plants at McLeod's before they are all sold using our current credit. Marg suggested leaving some dollars for planters for inside the canoes, nails etc.

- Last year some public members offered perennials, we will ask again.

- Garry suggested DARC use the big on line database for funding sources, Karen will be asked to research this.

- It was suggested an annual award be given out to the business that does an outstanding amount of work sprucing up their building and/or using the canoeing theme. We will ask Chamber to consider giving this award at their annual banquet.

- Linda will make two spruce up awards for Hava Java and Home Hardware. Jackie will present these next Wednesday.

NEXT MEETING IS FRIDAY JULY 18 @ 11:30 a.m. @ EDO

DARC Minutes  
Friday, June 6, 2003  
Economic Development Office at 11:30 am

Present: Catherine R., Jackie K., Margaret C., Bill Beyer (via telephone) and Linda B.

Catherine moved to adopt the minutes of meeting for May 9, 2003 as presented.

Seconded by Margaret.

Two mountain ash to be placed on green space by the O'Brien St. bridge one on the property at Canoe Canada (pending permission) and one on property on the opposite side of O'Brien St. Place a canoe (one donated by Peter Kerr) at Atikokan Foodland, need 2 logs and notch them to place under the canoe. Boulder also needed Bill suggested to look at Steep Rock area. He suggested contacting the Ministry of Natural Resources. Catherine suggested big boulders and do an interpretive science around it.

Discussion of a credit at Macleod's store which can be used for bedding plants. Catherine noted that the plants destroyed in the winter could be replaced.

Discussion of hiring Karen as she has the skills and doesn't need to be closely supervised. Karen could be hired under the United Friendship Centre (UFC) which has approved salary costs of \$8.00/hour @ 40 per week for 15 weeks in the amount of \$4,800.00 Karen can be interviewed by the UFC shortly and start on June 23/03.

DARC has approached the Township about a wage subsidy of \$4.00 and mandatory costs (\$1,008.00) related to the position. The request will be considered by the planning committee on June 16/03.

Discussion about applying for a \$5,000 grant to assist DARC with beautification plans. Catherine will obtain a quote from Oggie's Landscaping to install 5 trees with tree grates and guards in the fall. Submit application before June 25, 2003.

Bill thought perhaps Atikokan High School could make the tree grates and guards. Jackie to ask Dave Kerr, AHS teacher about potential for this work in a welding shop. Need to know if Dave can make it a project and let us know in 2 weeks. Bill could give a lesson on welding.

Jackie to check with Atikokan Foodland and speak to Fran Speer to obtain a boulder with his backhoe. Perhaps Debbie Coulson's husband could obtain a cedar log.

Linda asked on behalf of the Canoe Heritage Committee if DARC would be able to give certificates to businesses who have promoted the Canoe theme and attractiveness of the community as part of their Spruce Up Awards. The Economic Development Office could provide the certificates. DARC felt they should only award to businesses in the downtown area as their focus. See attachment from Canoe Heritage Committee.

Linda noted that the University of Waterloo students conducted a tourism study. The professor is to be in Atikokan during the last week of June to give highlights of report. Linda offered to put a notice on Channel 11 asking if anyone had any old canoes to donate for planters to contact Catherine.

Bill suggested that the big Euclid tires be put on display again. Bill thought Garry McKinnon would know the location of the tires. This item will be deferred until the fall due to time constraints. In the past a business would purchase and provide the materials and DARC would provide a labourer to do the project.

Bill noted that we should consider fir trees for planting in this area. Also a flowering crab is needed at Little Falls Hatchery, however, the area is out of the downtown area. Bill felt an umbrella tourism group is needed for Atikokan.

Catherine moved to adjourn the meeting at 12:50 pm. Seconded by Bill.

Next meeting Friday, June 20 at 11:30 am at the Economic Development Office.

## DARC Minutes

May 9, 2003

Present: Catherine R., Karen V., Margaret C., Susan G., and Peter K.

Further to a discussion about painting the windows and having displays at the former Sunset Square mall Catherine noted that mold was quite evident in the mall so it wouldn't be safe to ask someone to work inside painting the windows. Perhaps pictures painted on plywood placed outside over the windows. Susan suggested cascading flowers having down over the windows.

Discussion of purchasing trees this year to be planted in the spring and fall. Peter noted that trees with berries should be avoided because of the mess when the berries fall. He suggested Ash, Maple and Elm as stable trees to plant as there isn't much leakage. Peter noted that two trees in front of Atikokan Foodland may not be feasible because a gas line is located 3 feet or less in the ground. He suggested checking with Al Rotmark (Union Gas) directly about the location of the gas lines. Raised beds would be more appropriate perhaps with flowers or shrubs (trees wouldn't work as the root ball freezes). Peter also noted that public works could pave the boulevard in front of Atikokan Foodland as the grass is not growing because of the type of ground there and the raised beds could be placed on top.

Two Flame Maples Trees to be planted about the middle of the sidewalk on O'Brien St. where the interlock brick exists near the former Gil's Furniture building. Peter can arrange for the backhoe if it is busy in another job as it is required for many job then Peter could arrange for a contractor. Public works can also assist with employees digging soil, tearing up of lock stone and putting it back. For placement around the trees, public works has two types of landscape fabric one that is woven and thin and a geotex style that is non-woven and like a felt about 1/8" thick which can be used at the time of planting. Both types are used to stop soil erosion and allow water to go through the material.

Two Clumped Paper Birch Trees (one Birch & one smaller shrub) and an Amur shrub are slated to be planted on O'Brien St. At the corner of "Brien St. and Niven and perhaps a tree in front of Canoe Canada. This summer public works will be working on the road near Canoe Canada so perhaps coordination of tree planning could be done.

Peter will check for the location of DARC's tree grates and guards at public works and also see how they will be assembled. A cement circle form could be made to put around a tree grate to give it a defining border.

Peter also had a fiberglass canoe at home which he is willing to donate to DARC. Discussion about decorating it with flowers and plants and displaying it downtown perhaps in front of Atikokan Foodland since trees will likely not be planted due to the gas line.

Peter noted that public works would like to replace some trees on Birch Rd. that were removed because of necessary work required in that area. Trees along with street lights are also being planed for along South of Mackenzie Ave from the Radisson Motel to the



CN bunkhouse. Catherine suggested that Spruce trees are better to plant than Pine trees as the latter are damaged by road salt. Peter will provide the committee with a Thunder Bay contact who is very knowledgeable about trees and the value of them in residential and urban areas.

- 2 mountain ash. 1 by Canoe Canada and 1 on the other side of the bridge (Niven St.)

**COMMITTEE  
MEMBERS**

**Co-Chairs:**

DEBBIE COULSON  
CATHERINE REILLY

**Members:**

WILLIAM BELL  
WILLIAM BEYER  
LINDA BRAUN  
MARG CUNNINGHAM  
SUSAN GIRARD  
JACKIE KERR  
CRYSTAL LAFRENIERE  
KAREN VANDOORNE

**Resources:**

GARRY MCKINNON  
(AEDC)  
PETER KERR  
(TOWNSHIP)

## DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

P.O. Box 218, Atikokan, Ontario, P0T 1C0, (807) 597-2757

### MINUTES OF DARC COMMITTEE MEETING OF April 25<sup>th</sup>, 2003.

**Present:** C. Reilly, D. Coulson, L. Braun, S. Girard, M. Cunningham, J. Kerr.

Moved by Linda Braun and seconded by Margaret Cunningham to approve and accept the minutes of Friday, November 8, 2002.

Debbie has verbally received a list of items (trees, shrubs, fertilizer, chips) from Karen.

Foodland – possibly wants one or two trees; tree grates at Township? Karen has info. on where trees can go.

An attempt will be made to have Peter and Karen at the next meeting.

HRDC grant was refused. UNFC grant – pay based on experience. Applicant must be non-native status. \$5,000 from AEDC for materials.

Trees planted, flower beds weeded, plants in the canoe (check with Mike's Mart) will be summer focus.

Trees in the fall – check with Peter at the Township. Letter to businesses for assistance with personnel.

Susan will call members the day before next meeting.

Meeting adjourned at 12:35 pm.

**Next meeting will be Friday, May 9<sup>th</sup> at 11:30 am.**

**COMMITTEE  
MEMBERS**

**Co-Chairs:**

DEBBIE COULSON  
CATHERINE REILLY

**Members:**

WILLIAM BELL  
WILLIAM BEYER  
LINDA BRAUN  
GARRY GIRARD  
SUSAN GIRARD  
JACKIE KERR  
HEATHER MAYNARD

**Resources:**

MARG CUNNINGHAM  
PETER KERR  
GARRY MCKINNON

## DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

P.O. Box 218, Atikokan, Ontario, P0T 1C0, (807) 597-2757

### Minutes of meeting of November 8, 2002 – 1:00 @ AEDC

**Present:** C. Reilly, L. Braun, K. VanDoorne, M. Cunningham, B. Beyer.

**Absent/Regrets:** D. Coulson, B. Bell, J. Kerr, S. Girard, P. Kerr, H. Maynard, G. McKinnon.

Karen VanDoorne submitted a final report on her work this past summer. She noted that she will make an inventory of items that belongs to DARC ie. Garden tools, etc. DARC needs a storage area for miscellaneous items that Karen is currently storing.

She noted that there was a delay of delivery of the tree guards and grates from a company thus the tree guards and grates will need to be used in the spring. Public Works could be approached about assisting with tree planting and the application of the tree guards and grates.

DARC is reconsidering downtown plans which involved having a centre median on Main Street. Perhaps other options can be considered such as widening the sidewalks. DARC plans to make a presentation to the Mayor and Council.

**COMMITTEE  
MEMBERS**

**Co-Chairs:**

DEBBIE COULSON  
CATHERINE REILLY

**Members:**

WILLIAM BELL  
WILLIAM BEYER  
LINDA BRAUN  
GARRY GIRARD  
SUSAN GIRARD  
JACKIE KERR  
HEATHER MAYNARD

**Resources:**

MARG CUNNINGHAM  
PETER KERR  
GARRY MCKINNON

## DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

P.O. Box 218, Atikokan, Ontario, P0T 1C0, (807) 597-2757

### Minutes of meeting of August 2, 2002 – 12:00 @ AEDC

**Present:** Catherine Reilly, Bill Beyer, Karen VanDoorne and Margaret Cunningham.

Karen reported on progress of green parks, noting that people are pleased with how the parks are being spruced up. Business owners have been receptive to improving the looks of the downtown. M&C Motors donated the use of a vehicle, Royal Canadian Air Cadets Squadron donated and planted flowers. Linda Stewart offered perennials for flower beds and Angie Bradshaw offered horse manure for the flower beds. Karen to send out thank you notes.

Karen contacted the following organizations and businesses:

- Kiwanis and the Legion about repairing benches and staining them as these ones were sponsored by these two organizations. Cecil Leif of Kiwanis repaired and stained one of them. The Legion is following up with the other one.
- Lawyer's office by the Atikokan Native Friendship Centre about developing a green space and fixing up the existing fence.
- Sending a letter to the local Liquor Control Board of Ontario asking if they would be interested in purchasing landscape ties and Karen would build a flower box (similar to the one beside Heart n Home) to be placed in the parking lot adjacent to the sidewalk.
- Send a letter to Foodland about a possible flower box and a tree on the boulevard.  
Noted: metal cage and grill to also be considered for a tree.

There has been positive feedback about the canoe planter placed at Mike's Mart. Catherine preferred the moulded canoe over a concrete one because over time cracks will develop in the concrete and let in rain so there will be contraction and expansion which would eventually lead to pieces breaking off.

Next meeting: Thursday, August 15, 2002 to discuss plans for the fall and ensure all remaining monies will be used within the grant period.

Meeting adjourned at 1:10 pm.

**COMMITTEE  
MEMBERS**

**Co-Chairs:**

DEBBIE COULSON  
CATHERINE REILLY

**Members:**

WILLIAM BELL  
WILLIAM BEYER  
LINDA BRAUN  
GARRY GIRARD  
SUSAN GIRARD  
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**Resources:**

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## DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

P.O. Box 218, Atikokan, Ontario, P0T 1C0, (807) 597-2757

### Minutes of meeting of May 2, 2002 – 12:00 @ AEDC

**Present:** D. Coulson, C. Reilly, J. Kerr

**Absent/Regrets:** W. Bell, L. Braun, S. Girard, P. Kerr, G. McKinnon, B. Beyer, M. Cunningham, H. Maynard

Additions to the agenda: no additions.

Correspondence: Two applicants resumes received from EI.

**Previous Business:**

- Two candidates OK but will request Lisa to search for more.
- It was determined that we need to meet every week for the month of May until the mini-park maintenance schedule is on track.

**Revised schedule of meetings for DARC:**

- Thursday 12:00 May 9<sup>th</sup>, 16<sup>th</sup>, 23<sup>rd</sup>, 30<sup>th</sup> @ AEDC
- Thursday 7:00 May 23<sup>rd</sup> @ AEDC (review master plan, tour downtown, meet new hire, coffee at Hava Java)
- Week of May 27-31 tour mini-parks with new hire, horticultural society member and DARC member to determine planting and pruning requirements.

**COMMITTEE  
MEMBERS**

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## DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

P.O. Box 218, Atikokan, Ontario, P0T 1C0, (807) 597-2757

### Minutes of meeting of April 22, 2002 – 7:00 @ AEDC

**Present:** D. Coulson, C. Reilly, M. Cunningham, H. Maynard

**Absent/Regrets:** W. Bell, L. Braun, S. Girard, P. Kerr, G. McKinnon, B. Beyer, J. Kerr

Additions to the agenda: no additions.

Correspondence: HRDC funding approved

Previous Business: Lisa with EI will provide a list of eligible candidates for the position to maintain the mini-parks.

#### Timeline for DARC

- week of April 29-30: review candidates in mini-parks
- May 9-10: interview candidates in mini-parks, HM, CR
- May 16<sup>th</sup> 7:00: Meet with successful candidate and DARC committee. Tour downtown mini-parks with successful candidate, a horticultural committee person, and a DARC member to determine pruning, planting needs, learn about lasagna beds.

New Business: Consider feasibility of going with widened sidewalks instead of centre median after we get summer contract going.

**COMMITTEE  
MEMBERS**

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## DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

P.O. Box 218, Atikokan, Ontario, P0T 1C0, (807) 597-2757

### Minutes of meeting of March 15, 2002 – 12:00 @ AEDC

**Present:** C. Reilly, B. Beyer, Cathe Hoszowski (Tracks to Town representative), M. Cunningham.

Additions to the agenda: Information regarding town's official plan by Cathe.

Approval of minutes of January 28, 2002.

Motion to approve: Bill....Second: Catherine

Minutes approved as presented.

#### Previous Business:

- Worker's Compensation to be discussed later.
- Bill prepared budgets on the cost of materials to build planters (see attached). Better to build because labour is less expensive than buying planters. Defer allocation of budget for making planters until more board members are present.

#### New Business:

- Catherine noted bobcar is used on sidewalk for clearing snow so for the winter planters could be stored in the mini-parks.
- Peter Kerr suggested advantages of widening sidewalks vs. centre median (ie. More room for sidewalk sales and street events). Catherine noted that a centre median creates problems with snow clearing and businesses appear to think people will not be able to walk across the street with a centre median. Peter figures he can find money to make wider sidewalks and a budget for trees.

Cathe suggested DARC should make a presentation to Council regarding our plans with the recent HRDC funding and if we plan to widen the sidewalks and have trees.

Cathe noted that the town is dealing with the official zoning plan. She expressed it as an opportunity for Tracks to Town (TTT) to make some changes. Mackenzie is zoned industrial; perhaps existing businesses could be grandfathered so new owners would have to have a business that isn't industrial. The entranceway into town has been a concern for many groups who have tried to improve it over the years. This is a sensitive issue. Cathe invited DARC members to a meeting about the official plan on Monday, March 18<sup>th</sup> at 7 pm. The impact of the entranceway impact on the entranceway of the downtown as well. She also suggested that perhaps DARC and TTT could share resources and bulk buying of supplies. TTT is planning Ontario Works funding for this year.

Date of next meeting: Monday, March 25<sup>th</sup> at 7 pm at the EDO.



Meeting Minutes of the DARC – Friday Feb. 6  
11:30 a.m. @ AEDC

Present: C. Reilly, D. Coulson, J. Kerr, K. VanDoorne, M. Cunningham, S. Girard, L. Braun, B. Beyer (arrived during the meeting)

Catherine reported on the current plan to resubmit our funding application to FedNor. Information comes with a meeting with F. Duke (FedNor), W. Paulson, J. Lewis, and L. Braun:

- Township will resubmit, the application includes mainly Township infrastructure
- Township will add a letter confirming their financial support for the project.
- Catherine has provided Warren the terms of reference to engage Class “A” estimates, including pros and cons of median

Warren hopes to resubmit by Tuesday.

Discussion took place about our plans for the summer and employment to carry out these plans. Plans include:

- scrub replacement and repairs
- maintenance on planters and plants
- assisting horticultural group at tourist bureau
- assisting at Pioneer Centre, Log Cabin
- working with Tracks to Town on entrance

Deb will complete the application to the Job Creation Program for 4 people including Karen as a supervisor.

We should approach the Horticultural Society about sharing a person to assist both groups this summer.

Bill suggested Ontario Works could also assist.

Discussion took place regarding the parking lot beside ADADS. They own the property and have plans to develop it.

**COMMITTEE  
MEMBERS**

**Co-Chairs:**

DEBBIE COULSON  
CATHERINE REILLY

**Members:**

WILLIAM BELL  
WILLIAM BEYER  
LINDA BRAUN  
GARRY GIRARD  
SUSAN GIRARD  
JACKIE KERR  
HEATHER MAYNARD

**Resources:**

MARG CUNNINGHAM  
PETER KERR  
GARRY MCKINNON

## DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

P.O. Box 218, Atikokan, Ontario, P0T 1C0, (807) 597-2757

### Minutes of meeting of January, 2002 – 12:00 @ AEDC

**Present:** D. Coulson, C. Reilly, M. Cunningham, B. Beyer, J. Kerr, H. Maynard.

**Absent/Regrets:** W. Bell, L. Braun, G. Girard, P. Kerr, G. McKinnon.

Additions to the agenda: No additions.

Approval of minutes of ???, 2001.

Motion to approve: ....Second:

Minutes approved as presented.

Correspondence: Funding for HDRC approved

Previous Business:

New Business:

- We will do a press release announcing DARC's funding when we place the ad for the positions at the beginning of April.
- Debbie Coulson will check the figures on who pays and what amounts are required for Worker's Compensation for HRDC project.
- We need to check with Township to see if they will water planters.
- Heather, Jackie and Margaret will get together and identify how much needs to be done for mini-park maintenance. This in part will determine how many planters we will build.
- Bill and Catherine will determine prices for planters.
- Bill will determine what materials we still have in inventory.
- We might build one planter as a prototype and then build more at the end of the season after the mini-park maintenance doesn't take up so many hours.

Agenda for next meeting: determine how budget for HRDC will divide.

Date of next meeting: Monday, March 15<sup>th</sup> at 12 pm at the EDO.

## DARC MEETING MINUTES

December 3, 2001

AEDC 12:00 PM

Present: Catherine Reilly, Heather Maynard, Margaret Cunningham, Jackie Kerr, Bill Beyer, Susan Girard, Garry Girard

Approval of minutes of November 19, 2001. Moved by Heather Maynard and seconded by Jackie Kerr.

No correspondence.

Snow sculptures: Peter Kerr supports idea. Township can assist with piling the snow. AICAA will assist and may know of a professional snow sculptor. Discussion of location for snow sculptures possibly between the Township building and AICAA. Snow could be stored at this location. Talk with AICAA – organizing snow sculpturing idea. That would kick off a start for the community residents to do snow sculptures on individual lawns. Hotel could offer a free night stay as part of their contribution for the event to sculpture instructors from out of town. Event in January. Susan to approach AICAA to see if they know someone who would help lead a workshop, organize sculpture event with us, approach schools about sculpturing. Co-ordinate with Township. Peter Kerr could possibly arrange for snow with less debris.

Mini snowman in mini-parks. If successful expand to Mackenzie Avenue.

Find row to place Christmas trees on Main Street. There are rules for designs being placed on a street. It will be a good trial run to determine public support for a media. Then energy could be directed to contributing working towards a median if public supports it. Possibly barrels to place trees in. How many trees? Possibly on street for one month.

Consult with Township regarding flower boxes. Perhaps 2 ft by 4 ft boxes was suggested to give more room on the sidewalk. Catherine to talk to a landscape architect and the Horticultural Society to see what species would survive an above the ground planter. Proper lining and drainage to be determined. Fix It Club estimated \$75 per box for a planter. Better to be a permanent planter box to stay all year round. Consult Township about how snow removal could be done if planters were a permanent fixture on Main Street. Funding needs to be determined per box. Consult with Horticultural Society because they have been making an effort to beautify with the hanging baskets so they might have input.

Thursday, December 13, 2001, at 7:00 PM at the AEDC meeting room, Catherine will be making a presentation to council and businesses. The presentation will be about improving your storefront. There is funding available for 10 merchants to have 3- ½ hours of consultation each with Catherine. First come, first serve basis for funding.

Next meeting: Monday, December 10, @ 12:00 PM at AEDC.

Downtown Atikokan Renewal Committee  
Meeting Minutes      Monday, November 19, 2001      Economic Development Office

Present: Linda Braun, Heather Maynard, Deborah Coulson, Bill Beyer, Margaret Cunningham, Jackie Kerr, Garry Girard and Susan Girard

Additions to the agenda – none.

Approval of minutes of November 5, 2001.

moved by Bill Beyer and seconded by Linda Braun

Correspondence – none.

Catherine to make a presentation to Atikokan Township Councilors and possible businesses. We are waiting for feedback from Paul of the Economic Development Office regarding possible funding for businesses who would like Catherine's assistance in making improvements to their storefront.

Deborah noted that she made an application with HRDC on behalf of DARC to hire a person to work on the mini parks. 22 weeks worth of work with \$8,000 in wages matched by \$8,000 in capital.

Linda doesn't believe individual businesses can receive government funding. She felt Garry MacKinnon could better answer that question. Possibly FedNor could provide funding for business renovations. If there was a grant for labour through some type of funding then Catherine could create a plan at no cost, businesses could pay for material and have labour paid. It was suggested to invite businesses to the presentation and at that time say funding is currently being investigated. Margaret to check possibility of FedNor funding.

Garry Girard suggested that planters made out of treated landscape ties would be less expensive. Reinforce the inside and the planters could have a 40 year life. Incorporate the landscape ties with those used in the mini-parks to create unity. Deborah to submit another HRDC application for this project. If application is approved a committee will be started to work on this project. Garry will give cost per planter for 40 planters. Size: 32"(l) x 32"(w) x 32"(h). Suggested that we consider perennials, ivy, dogwood and cascading flowers for the planters. The Atikokan Township would be consulted for how to care for the planters ie. Removal in the late fall and setting up again in the spring – storage as well.

Trillium funding – perhaps the Fix-It Club, a non-profit group would be able to apply for funding to build 40 planters to beautify the downtown, further appeal our town to tourists, the planters would be moveable. Margaret to check with Trillium re: possibility of funding. Township would be a partner and DARC and community volunteers.

Susan mentioned about having an Atikokan sign perhaps on the highway near Quetico Centre as she was at a recent conference there and many participants (some from Thunder Bay) were unaware that Atikokan was a full service community. Perhaps EDO would be able to pass info to appropriate parties. A sign at Quetico Park was also suggested.

**Next meeting: November 26, @ 12:00 PM at AEDC.**

## ***DOWNTOWN ATIKOKAN RENEWAL COMMITTEE***

### **Meeting Minutes**

**Monday, November 5, 2001**

**Economic Development Office @ 12:00 p.m.**

**Present:** Garry Girard, Bill Beyer, Susan Girard, Catherine Reilly, Deborah Coulson, Marg Lampkin, Marg Campbell, Heather Maynard, Jackie Kerr, Margaret Cunningham. *Welcome to new members Susan and Heather*

Additions to the agenda: none

Approval of minutes of November 5, 2001.

Moved by J. Kerr and seconded by D. Coulson

Correspondence: none

#### **Previous Business:**

- C. Reilly's presentation was very well received by those attending the workshop. She has been asked to make another presentation to Atikokan Township councilors. In addition, there have been several inquiries from merchants who would also like to attend.

EDO may be able to access funds that will be used by individual merchants for consultations for their own storefront renovations.

Question for Linda Braun: Are there any capital grants available for storefront renovations? Is it DARC's or EDO's mandate to look for money?

- Catherine also attended funding meeting and reported that small projects more desirable.

A discussion ensued about the importance of keeping the original project as a priority, but because funding for such a large project is non-existent at this time, maybe small creative projects that would unify and beautify Main/O'Brien could be tackled.

Also the on-going maintenance of the established mini-parks is a priority and a solution has to be found or they will slowly deteriorate. Several suggestions were forthcoming and it was felt that this topic should be on the agenda until a solution is found.

#### **New Business:**

- Strategic planning meeting – November 7 – D. Coulson and C. Reilly will attend.
- Trillium meeting – November 15 – D. Coulson and M. Cunningham will attend.

Review of proposed agenda for next meeting.

Date of next meeting: November 19<sup>th</sup> at 12 pm at the EDO.

**Downtown Atikokan Renewal Committee  
Minutes of Meeting of October 15, 2001  
12:00 @ EDO Office**

**Present:** D. Coulson, C. Reilly, M. Cunningham, B. Bell

**Absent/Regrets:** W. Bell, L. Braun, D. Elder, G. Girard, P. Kerr, G. McKinnon, J. Kerr

1.     **Additions to the Agenda**  
      No additions
2.     **Approval of minutes of September 24, 2001.**  
      Motion to approve  
      Second:  
      Minutes approved as presented.
3.     **Correspondence**  
      None received
4.     **Report on Potential funding**  
      Northern Heritage Fund – Flagship Projects – Harold Wilson  
      (follow up on Thunder Bay's position on Flagship projects for Northern Region)  
      Ontario Power Generation – Community Partnership – Ed  
      Fed Nor – Fran Duke – meeting on Wednesday October 17
5.     **Previous Business**
  - Mini Park maintenance – there was a small turnout for Oct. 13. Sheila Faykes with Ontario Works and Joanne McLeod with the probation office may have program for assisting with clean-ups.
  - Confirmed that the invitations for the October 25 Canoe Heritage Style presentation are ready to be delivered.
6.     **New Business**
7.     **Agenda for Next Meeting**
  - Ideas for small and large projects
  - Assign jobs to compare grant programs with project ideas.
  - Establish plan to make a presentation to town council.
8.     **Date of Next Meeting** – Monday November 5, 2001 12:00 EDO

Downtown Atikokan Renewal Committee  
Minutes of Meeting of September 24, 2001  
4 pm @ EDO office

Present: C. Reilly, D. Coulson, M. Cunningham, Bill Beyer, Garry McKinnon, Peter Kerr  
Absent/Regrets: W. Bell, J. Kerr, L. Braun, D. Elder, G. Girard

Discussion about the bike stands:

- a) History – these stands were piled behind the White St. ball field. There was a clean up in preparation for Atikokan's 100<sup>th</sup> Birthday. Unfortunately the bike stands were thrown out at this time. The bike stands appeared to have had more abuse from storing and putting them back than from use of them.
- b) Suggested locations in downtown area for new removable bike stands: arena corner, Atikokan Newsstand parking lot (Township property) and Post Office. Design – keep in mind esthetics when adding an element to downtown. If trees were planted that could provide an area to put a bike.
- c) Funding – find a model of a bike rack and encourage businesses to purchase one as a Township resources are strapped. DARC and the Township could choose a possible bike stand that would be appropriate. Township could perhaps install the bike rack.

Xmas decorations and banners: Xmas decorations are put up in early November, before Xmas parade by Atikokan Hydro and Township provides 1 or 2 assistants. Peter noted there are some restrictions regarding where banners can be placed (ie. no obstructions on hydro poles). He suggested DARC talk to Wilf Thorburn, manager at Atikokan Hydro regarding fastening, maintenance, and location of banners.

Garry suggested Paula could provide information about how other towns are handing the putting up of banners. Through out-of-town Chambers of Commerce find out if their utilities put up banners free-of-charge or do they charge back to the community. Then with this information Wilf Thorburn could be approached.

DARC's downtown plans: Peter could check with Susan if there is a resolution supporting DARC downtown improvement plans. Then with that support DARC could look for funding.

Would be appropriate to have a meeting with the Township on the downtown plans if there is a resolution have a copy of it. Check what municipality could contribute. Check criteria for different avenues for funding. Develop proposal for FedNor, Northern and Ontario Heritage. Check Trillium and Millennium project website. Garry and Peter could look at proposals. Superbuild funding was not a consideration since the project would rank against sewer, water or road projects.

Long term cost issues: tree maintenance, changes in snow removal operations downtown. Perhaps a watering timer for trees could be built into downtown plans. Municipal concerns need to be incorporate with ideas. All ideas need comments to ensure all issues are dealt with.

**Next meeting: MONDAY, OCTOBER 15/091 @ 12 NOON EDO.**



**Downtown Atikokan Renewal Committee  
Minutes of Meeting of September 17, 2001  
7:00 @ EDO Office**

**Present:** D. Coulson, C. Reilly, M. Cunningham, J. Kerr, B. (Guest)

**Absent/Regrets:** W. Bell, W. Beyer, L. Braun, D. Elder, G. Girard, P. Kerr, G. McKinnon

**1. Additions to the Agenda**

No additions

**2. Approval of minutes of August 20, 2001.**

Motion to Amend: Catherine Reilly

Item 4.6 should be amended to read; "It is DARC's responsibility to provide information to businesses that would enable them to adopt the outdoor/canoe them."

Motion approved as mended, moved by C. Reilly, seconded by J. Kerr.

**3. Correspondence**

None received

**4. Fall Agenda**

Discussion took place on what projects DARC should focus on for the next 6 months. The following were identified as areas of high priority:

**(a) Small business week – October**

C. Reilly will prepare a presentation that will illustrate the options business could use to improve their store fronts in conformance with the canoe Heritage theme and the guidelines of the Atikokan Downtown Renewal Study. DARC committee will extend invitations to the business community to attend.

**ACTION BY:** C. Reilly – prepare presentation and invitation.  
J. Kerr – prepare invitation list and distribute.

**(b) Funding**

A list needs to be prepared for funding and grant programs that might be related to DARC in order to write proposals. A sub-committee might be formed, possible suggestions are:

- D. Coulson
- M. Cunningham.

Other people we should approach are: Linda Braun, Peter Kerr, Bob Michels,

**(c) Maintenance of Existing Parks**

A system needs to be developed to ensure the ongoing coordination of park maintenance. It was suggested that we continue working on an Adopt-A-Park program. Using this concept, teams could be struck with team leaders who would organize clean-ups with their groups. DARC would have one committee person who would be the liaison with the team leaders. It is hoped that by having a core group responsible for one or two parks, recruitment of volunteers and implementation of cleanups would be more effective. It was noted that we need to do significant pruning in the spring or many of the plantings will have become overgrown beyond the point of recovery to an acceptable appearance. It is suggested that we approach the Horticultural Society to organize a pruning training session in the spring and use the parks as a demonstration area. We also need to develop a small manual for maintaining the parks in which the various plant species are identified with their proper care. In the meantime, we need to do some basic clean up this fall.

**ACTION BY:** J. Kerr – organize cleanup for October 13.  
DARC – liaison with Horticultural Society and preparation of manual, recruitment of teams.

**(d) Coordination with other groups – we need to coordinate efforts with other community groups who are working on town infrastructure: Tracks to Town, Horticultural Society, Chamber of Commerce. As part of the Strategic Plan, it is proposed that there will be a meeting with all groups.**

**ACTION BY:** C. Reilly – follow up with Warren Paulson.

- (e) It was suggested that Atikokan Downtown could be promoted at Quetico Park entry stations. We should support other groups on projects such as signage, etc.

ACTION BY: DARC.

- (f) Banners – reinstate banner brackets and banners. Try and find funding for making additional banners promoting the canoe heritage theme.

ACTION BY: DARC.

5. **Previous Business**

- DARC Accounts – minutes from March 13, 1992 clarify that \$10,000 was raised by the Reeve for spending on public lands, and that DARC would like to make recommendations on how this funding should be spent.
- Mini-park maintenance – J. Kerr will organize clean-up for October 13.

6. **New Business**

- It was identified that we need to get minutes out earlier in order that due notice of upcoming meetings can be given to those absent from previous meetings.

ACTION BY: DARC – continue efforts at recruiting a secretary.

7. **Agenda for Next Meeting**

- Ensure that Peter Kerr is present. Also G. McKinnon. We need to determine status of: banner brackets, bike stands, Township's position on proposed boulevard improvements, awareness of any funding DARC could access.

8. **Date of Next Meeting** – Monday September 24, 2001 4:00 EDO

Downtown Atikokan Renewal Committee  
Minutes of the Meeting of August 20, 2001  
@ 12 noon @ EDO

Present: D. Coulson, L. Braun, B. Beyer, W. Paulson, M. Cunningham, K. Reilly, J. Kerr

Regrets: D. Elder, G. Girard, B. Bell

**1). Additions to the agenda**

New business – Bill would like to make commends

Need for a new secretary

**2). Approval of minutes of August 2 and May 28, 2001**

Motion by D. Coulson, seconded by C. Reilly to approve minutes of August 2, 2001

Motion by C. Reilly, seconded by J. Kerr to approve minutes of May 28, 2001

**3). Business arising from the minutes**

L. Braun will be sure everyone involved is on the letterhead

It was agreed members not currently having mailboxes in the EDO, we will mail their correspondence. General correspondence for DARC will also be mailed to D. Coulson and/or C. Reilly. The line on our letterhead reading “a sub-committee of waterfront” will be removed.

**4). Presentation – Warren Paulson, re: strategic plan**

Warren explained now is the time for DAC to use the strategic plan as a guide for future plans and find out how we fit into the larger plan.

On Page 6

- a) DARC will take a lead role on downtown beautification
- b) Canoe Heritage centre is premature, will support when necessary
- c) Canoe theme in downtown area, DARC will take a lead role. There was discussion stating this does not necessarily have to be a canoe, it could be anything promoting the outdoor theme (ie. rustic look). This will require ore coordination between groups.
- d) DARC is not in favour of re-locating any AMA murals off of Main Street
- e) B. Beyer explained the problems with the AMA brackets being used for Christmas decorations, he feels more communication is needed between the two groups.
- f) It is DARC's responsibility to provide information to the businesses to adopt the outdoor/canoe theme.
- g) During small business week, C. Reilly will be making a presentation using Avenue A Realty as a model, we need to let people know this is happening.
- h) Group is unsure how to present this theme to the community.
- i) Funding assistance could come from EDO/FedNor/Lynn McLeod and Stan Dromisky/HRDC.

**5). DARC Bank accounts**

L. Braun explained current money available status of accounts, and a brief activity report on our account was circulated.

**6). Fall agenda**

Meet with groups to establish priorities, ensuring no overlap, there is a need for communication.

Warren commented he will be getting groups identified in the strategic plan together, groups agreed we could possibly use this meeting for our future plans as well.

Once a date for this large meeting is announced, DARC will meet prior to solidify our town plans.

It was agreed we would have an evening meeting to discuss our current master plans and some possible new ones.

This meeting is set for Monday September 10 at 7:00 p.m.

**7). Previous Business**

Clean-up and spruce-up awards are currently being distributed by J. Kerr, M. Cunningham, and C. Reilly. They will appear regularly in the Atikokan Progress.

**8). New Business**

DARC currently requires a secretary, their responsibility would be taking notes at all minutes and EDO would distribute them. After some discussion no one submitted their name, this will be discussed at the next meeting.

Group discussed the idea of Friends of the DARC committee.

Clean-up (weeding) is needed in existing mini-parks, possibly one evening from 6-8:00 p.m. M. Cunningham and J. Kerr will organize a clean up and call helpers

**PLEASE NOTE NEXT DARC MEETING IS  
MONDAY SEPTEMBER 17, 2001 AT 7:00 P.M.  
@ EDO, PLEASE CONFIRM YOUR  
ATTENDANCE WITH EDO @ 597-2757**

## **DARC Committee**

### **Meeting Minutes August 2, 2001**

Present: Bill Beyer, Margaret Cunningham, Garry McKinnon

• Due to the small turnout, no meeting was convened. The following items were discussed:

- |                       |  |
|-----------------------|--|
| Financial information | • information was not available. Margaret Thurier will provide a report for the August 20 meeting.     |
| Spruce-Up Awards      | • awards are ready and awaiting signatures and deliver<br>• The Aquarium should receive an award also. |
| Trails                | • discussion relating to ownership and maintenance of waterfront trails.                               |
| Mini-parks            | • Margaret Cunningham will try and get a group to do another cleanup.                                  |

**The next meeting was previously scheduled for Monday, August 20, 2001, 12 noon.**

## DARC COMMITTEE

Minutes of meeting of May 28, 2001

Meeting: 12 noon

Present: D. Coulson, D. Elder, L. Braun, J. Kerr, K. Reilly, B. Beyer

1. Minutes of April 12, 2001 meeting were approved
2. Correspondence – none
3. New members – Katherine Reilly was welcomed as a new member and explained the mandate of DARC. Frank Denson resigned from the committee.
4. Postal mail boxes for the following are:
  - D. Coulson               Box 1856
  - K. Reilly                Box 2162
  - J. Kerr                 Box 2256Minutes of meetings should be mailed to the above people.
5. Helena's resource binder should go to Katherine to update her on the projects.
6. Mini-parks – outstanding projects to date are The Red Barn and Johnson's Esso. We will complete all certificates and hand out.
7. Street Cleanup of Saturday April 28, 2001. People to thank:
  - Brenda Main               Angie Sponchia
  - Heather Schmutzer        Pauline Beyak
  - Charlotte Bernatchez      Louise LeduchowskiCommittee members – Dave Elder, Jackie Kerr, Helena Oostheck  
Some repair work throughout the parks was needed, Chuck Schmutzer had volunteered.  
Thank you notes will be sent to the above people.
8. New Chairperson –  
It was agreed Deb Coulson and Katherine Reilly will co-chair the DARC Committee.
9. Financial statement –  
Dave will ask EDO for an up-to-date financial statement to be included in pkg. for next meeting.
10. Canoe theme:  
Upcoming activities – Progress is making canoe stickers for windows of local businesses.

11. Idea workshop – Katherine suggested DARC host a workshop to bring community groups together to find out who is doing what? This should be done annually with a facilitator.
12. Design workshop – Katherine has agreed to host this type of workshop during the Chamber's small business week in October. We feel public input has reached its maximum and now private sector must start working i.e. store fronts.
13. Section 25 grant will be investigated for next spring.
14. Deb Coulson and Katherine Reilly will talk to the chairpeople of other community groups regarding the workshop as mentioned above.

NEXT MEETING WILL BE MONDAY AUGUST 20, 2001 AT 12 NOON AT EDO.



# DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

a sub-committee of Atikokan Waterfront Development  
P. O. Box 218  
Atikokan, Ontario  
P0T 1C0 597-2757

Members  
Helena Oosthock (Chair)  
Tony Manchuk  
William Beyer  
Linda Braun  
Dave Elder  
Ange Sponchia  
Garry Girard  
Joerg Boileau  
Garry McKinnon (Project Officer)

## DARC COMMITTEE

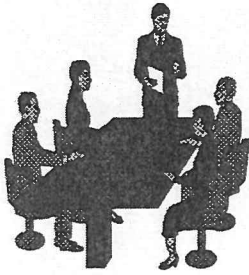
Minutes of meeting of Thursday, April 12, 2001

Present: Helena Oosthock, Bill Beyer, Linda Braun, Dave Elder, Jackie Kerr, Margaret Cunningham, Debbie Coulson

1. Minutes of March 26, 2001 meeting were approved
2. Correspondence – none
3. New Members – Debbie Coulson was welcomed as a new member. Margaret Cunningham will attend meeting as a resource person. Dave Elder will contact Katherine Reilly, Susan Hanes and Frank Denson re joining the committee.
4. New Chairperson – Helena Oosthock will be resigning as chair. Election of a new chair was deferred to the next meeting. The Committee thanks Helena for her 11 years of dedicated work to DARC, and wishes her and her family well in their new life in British Columbia. Dave will chair the next meeting pending the election of a new chair.
5. Co-operation with Canoe Heritage Centre – this has been established and will be ongoing. DARC will also work with other groups concerned with improving the appearance of Atikokan including AMA, Tracks to Town, etc.
6. The DARC binder, containing minutes and other working papers of the committee will be reproduced and used for continued reference and as an introductory tool available to new members.
7. Up-coming Activities –
  - (a) The annual spring clean up of the Mini-Parks will take place at 9:00 AM, Saturday, April 28, 2001. Linda Braun will seek out volunteers. Dave will provide tools, garbage bags, repair supplies, etc.
  - (b) New Mini-Parks will be considered for Johnson's Esso and The Red Barn. Action on these will occur after the election of the new chair.
  - (c) DARC Awards – There are now three awards – spruce up, major renovation and new building. Linda will arrange for certificates, coordinate presentation, and newspaper coverage. DARC members will be the presenters.
  - (d) DARC will not be at the 2001 Trade Show.
  - (e) Downtown Renewal Plans – The plans will be on review in the AEDC office, Friday, April 20, 2001, at 9:00 AM for new and existing members.

8. New Items – The creation of a Video on the Downtown Renewal and other face lifting activities was discussed and will be further investigated.

Next Meeting – Monday, May 14, 12:00 Noon.



## DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

a sub-committee of Atikokan Waterfront Development

P.O. Box 218D

Atikokan, Ontario

P0T 1C0

(807) 597-2757

### MEMBERS

Helena Oosthoek (Chair)

William Bell

William Beyer

Linda Braun

David Elder

Garry Girard

Peter Kerr

Garry McKinnon (Resource)

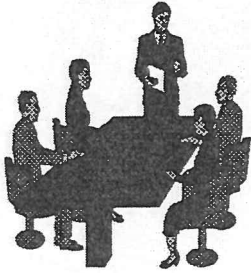
### MINUTES

Monday, March 26, 2001

10:30 a.m.

Present: Linda Braun, Bill Beyer, Margaret Cunningham, Dave Elder, Garry Girard, Helena Oosthoek

1. The minutes of the January 11, 2001, DARC meeting were approved.
2. Correspondence sent / received:
  - letter to Mayor and council re: Superbuild Fund application
  - letter from Township re Superbuild Fund application (application not endorsed)
  - memo from Canoe Heritage Centre re joint meeting
  - email from TTT committee re spruce-up days May 25/26
3. Discussion around need for new chairperson since Helena will be moving away.
  - will meet Thursday, April 12<sup>th</sup> @ 9:30 a.m. to choose new chairperson
  - Helena and Dave will contact those DARC members not at this meeting
  - Helena will approach Robin/Catherine Reilly; Cathe Hoszowski, Susan Hanes and Debbie Coulson re membership
  - Dave Elder interim chair for April 12<sup>th</sup> meeting
4. Cooperation with Canoe Heritage Centre
  - March 5<sup>th</sup>: DARC attended a Canoe Heritage Centre meeting re cooperation between those committees/organizations in Atikokan dedicated to making Atikokan a tourist destination. An interim umbrella group was set up. Garry Girard will attend next umbrella meeting on behalf of DARC on April 2<sup>nd</sup>.
5. Planning for summer activities
  - mini-park clean-up: - DARC will piggy-back onto TTT spruce-up days May 25/26
    - Prior to May 25/26 DARC will hold clean-up day to clean winter dirt out of mini-parks; date to be decided at April 12<sup>th</sup> meeting.
    - Helena will contact North Star and St. Pat's school re participation in May 25/26 cleanup days
  - New mini-parks: - Linda will look into what is needed for Section 25 application
    - Linda will check whether any dollars are available at EDO for DARC towards new mini-parks
  - DARC Awards: - Eligible businesses have been identified certificates will be printed by EDO; Linda will arrange hand out times with the Progress; members will take turns handing out awards.
6. Next meeting
  - Thursday, April 12 @ 9:30 am @ EDO



## DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

a sub-committee of Atikokan Waterfront Development

P.O. Box 218D

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P0T 1C0

(807) 597-2757

### MEMBERS

Helena Oosthoek(Chair)

William Bell

William Beyer

Linda Braun

David Elder

Garry Girard

Peter Kerr

Garry McKinnon(Resource)

### MINUTES

Thursday, January 11, 2001

10:00 a.m.

Present: Linda Braun, Bill Beyer, Peter Kerr, Jackie Kerr, Margaret Cunningham, Garry Girard, Helena Oosthoek

1. The minutes of the September 19, 2000, DARC meeting were approved.
2. Correspondence received:
  - letter of support / Dennis Brown, Mayor
  - letter re downtown renewal cost estimate / Peter Kerr, Public Works Director
3. Update on activities since September 19/00 DARC meeting:
  - October 6/00: Dave, Linda, Helena: prepare information for fundraising document
  - October 24/00: Open House and Display during 'Small Business Week'
  - October 26/00: Dave, Helena: presentation to the Lion's Club
  - December 6/00: Garry M., Linda, peter, Helena: meeting with Bob Michels re Lion's involvement/fundraising
  - Garry M., Peter, Helena: meeting re renewal cost estimate
4. Upcoming Activities
  - January 15/01: Planning committee meeting; letter to Mayor/Council to be presented there re intention of DARC to apply for funding through the Superbuild Fund.
  - February 2/01: deadline for letter of intent to Superbuild.
  - March 31/01: final deadline for application to Superbuild.
5. Garry McKinnon joined the meeting briefly to announce he had just spoken with Fran Duke from Fednor who informed him that DARC will be eligible for funding of \$500,000 in each of two years.
6. Discussion of upcoming summer activities:

The committee will revive the practice of handing out awards in recognition of downtown businesses who have upgraded their building/lot.

  - Businesses eligible for awards:
    - Video Max (William Bain)
    - Wildwood (Linda Manford)
    - Hava Java (new sign) (Sherry Botel)
    - Avenue A (Debbie Coulson)
    - Barb Mitchell hair salon (Barb Mitchell)
    - Fantastic Fries' lot (ADADS)
    - Iron City Drycleaners (new sign)
    - Northern Variety
  - Linda/Helena will check if any of these businesses were already saluted
  - Committee members will share the job of handing out awards / Linda will arrange appointments with the Progress

Discussed focusing on establishing new mini-parks on O'Brien Street:

- Garry Girard will approach the Steep Rock and TD bank.
- Garry Girard is contemplating planting trees this summer in front of MacLeod's.
- Discussed Township plans for laying paving stones on boulevard next to the Foodland parking lot; no plans at this time. DARC will approach Fran Speer re cost sharing for paving stones.

Discussed maintenance of present mini-parks:

- Summer students employed by the Chamber can help out with maintenance scheduling and hands-on maintenance.
- The probation office is often looking for community hours for its clients.
- Discussed creating an Adopt-a-Park program/need to approach the business that hosts the mini-park first.

7. Bill raised the issue of asking the Township to not take down the old police station garage. The building could be used as a welding shop to create components for the downtown renewal (benches, grates, etc.). Bill will approach the Township regarding this.
8. Discussed the issue of vandalism:
  - Discussed the possible benefits of video surveillance. Garry Girard could raise this issue with the Downtown Merchants' Association. Helena will talk to the police chief re their view on the usefulness of surveillance cameras.



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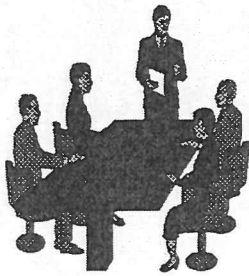
Helena Oosthoek(Chair)  
William Bell  
William Beyer  
Linda Braun  
David Elder  
Garry Girard  
Peter Kerr  
Garry McKinnon(Resource)

### MINUTES

Tuesday September 19, 2000

Present: Helena Oosthoek, Cathe Howzowski, Peter Kerr, Bill Beyer, Margaret Cunningham, Garry McKinnon

1. Meeting was called to order at 12:05 p.m. Jackie Kerr and Frank Denson send their regrets.
2. Focus Atikokan
  - Cathe Hoszowski updated the committee on the direction of Focus Atikokan. Their main project will be "Tracks-To-Town." Is there an opportunity to collaborate efforts? The committee agreed to ask Focus Atikokan to let us know they see us working together and we will accommodate them.
3. Review minutes of April 12, 2000 meeting.
  - Helena will contact Peter Burton at the High School.
4. Henry Veenhoven
  - Motion and seconded by Bill Beyer and Peter Kerr that the DARC pay Mr. Henry Veenhoven 50% of Invoice #9807-5..... Carried.
5. Update on activities
  - Helena reviewed the many activities of DARC since the last meeting.
6. Action Plan for Fundraising
  - Helena, Linda and Dave Elder will begin assembly of information.
  - Peter and Bruce Donahue will review/audit proposal.



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### MINUTES

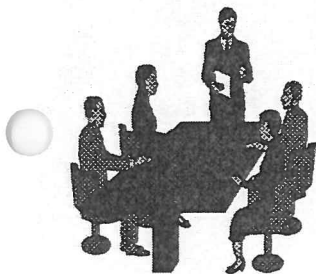
Wednesday, April 12, 2000

10:30 a.m.

Present: Garry McKinnon, Linda Braun, Dave Elder, Bill Beyer, Peter Kerr, Helena Oosthoek

1. Options discussed for public information sessions: mall display  
Display at Trade Show
  - display at May 5/6 Trade Show; Dave, Bill, Linda, Helena to be involved
2. Options discussed for Information sessions to other groups: Town Council  
Chamber of Commerce
  - Helena to do presentation to Town Council and Chamber
3. Presentation materials:
  - Garry to contact Ken Coates re cost of video presentation on downtown renewal.
  - Garry to dig up Main Street 'before' pictures (1994).
  - Garry to contact Henry Veenhoven re cost of colouring of perspective drawings.
  - Helena to contact Peter Burton in the fall re possibility of his geography class in set-up of drawings using GPS.
4. Discussed Healthy Communities initiative
  - Helena to attend April 27<sup>th</sup> meeting
5. Discussed Forest Capital Commission initiative
  - Helena to contact Charlie Viddal re DARC involvement





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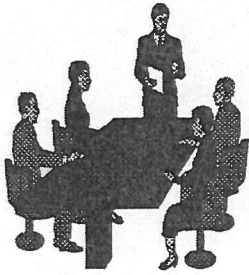
### MINUTES

July 23, 1999

10:30 a.m.

Present: Dave Elder, Bill Beyer, Linda Braun, Garry McKinnon, Helena Oosthoek

- need buy-in from:
  - Museum
  - Post Office
  - Library
  - AMAA
- Bruce Donahue – property lines around Post Office
- MacLeod's – check what he has re shrubs (sandcherries).
- Peter Kerr – need to talk to him about coordinating (see reverse).
- Red Barn – Kim Cross – Clinic Manager.
- Royal Bank – Small fence
- Awards (to be printed):
  - News stand – Owen Lindsay
  - Cleaners
  - Avenue A – Debbie Coulson
  - Gil's – Mike & Emma Nephin
- thank you ad to businesses in Progress
- Birthday celebrations
- need to talk to Peter Kerr: need for better coordination between DARC goals and P.W. projects
  - curb at Mackenzie & O'Brien
  - trees behind library
- Bicycle racks – got lost -> will need to start from scratch
- Banners – Bill feels Atikokan Hydro has not been helpful
- Trees behind Library -> need protection



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### MINUTES

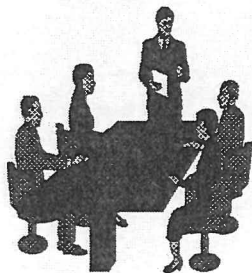
May 7, 1999

Present: Dave Elder, Bill Beyer, Bill Bell, Garry McKinnon, Erik

- 50/50 project:
  - trees along Foodland
  - Bell mini-park
  - Avenue A

- George Kora – owner of Sunset Mall

- Awards: Wildwood } Dave
  - Old A }
  - ADADS
  - Dr. Roussel



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## MINUTES

December 3, 1998

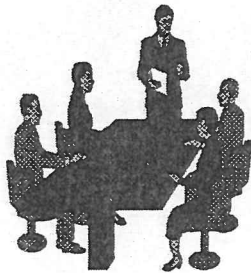
9:30 a.m.

Present: Helena, Dave, Bill, Peter, Linda, Bill, Garry

- Arena area
- no road on north side of Arena
  - need to address ambulance entrance near N/W corner of arena
  - curb & plantings should not restrict access to equipment door
  - should move N. curb of arena parking to 16' from Zamboni room
  - ensure walkway from S. main door is wide enough to accommodate a stretcher
  - show overflow parking on West side of White Street
  - what are the alternatives to using sod in certain areas

- Civic Centre area
- no tower in square -> would consider in area of Library
  - gazebo-type structure will replace tower in square
  - require concept sketch (perspective) of area between Post Office & Museum

- Internet – Coast Guard – CEAA guidelines
- Your assessment of current situation
  - Recommendation options
  - Development of selected options



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Garry McKinnon(Resource)

## MINUTES

September 1, 1998

9:30 a.m.

### 1. Decisions made of confirmed by the committee :

(larger font indicates question/statement put to the committee; smaller font indicates the outcome of the committee's discussions)

#### Arena area:

- which layout for playground/sports area: #1 (= #4), #2, or #3?  
#2; include extra cut-through from basketball area to walkway.
- maintain the parking area near the entrance at the West side, but reorganize it.  
No parking area near entrance at West side, but unloading zone, combined with small seating area near entrance.
- treatment to better define West entrance?  
Yes; (also see point above: small seating near entrance).
- handicapped parking near South entrance?  
Yes, keep handicapped designated spots there; also include handicapped parking on North side of arena (without impeding ambulance traffic; ambulance access point is on North façade).
- some entrance treatment at South entrance?  
No.
- some entrance treatment at pool?  
Yes: enhance far South-east corner of building.
- include bicycle parking areas near entrance of pool and arena?  
Yes: at South-East corner of the arena.
- one more exit at North-West corner of parking lot?  
Yes.
- suggested species for shrubs/trees?  
Please include suggested trees/shrubs suitable for Atikokan climate.
- round-about at intersection with White Street?  
Yes.
- Include boulevard trees on White and Clark streets?  
Yes.

#### Post Office:

- include tower?  
Leave an area where a tower could be included in the future; not a high priority at this time.
- if yes, what kind of tower; footprint needed.  
We will measure the Fort Frances tower footprint.
- pursue amphitheatre concept, but without change in elevation to make space more multi-functional?  
Yes.
- maintain curved seat wall?  
Yes.
- suggested paving pattern?  
Please include.
- suggested species for shrubs/trees?  
Please include.

- which layout for parking behind post-office: A or B?  
Layout B; include walkway along road next to museum.
- include bicycle parking areas near post office and library?  
Yes.
- outdoor 'reading room' at library?  
Yes.
- mini-park design at Mike's Mart?  
Yes, at the corner.
- sidewalk design for connection to Main Street bridge (to Legion Point)?  
Please include.
- include trees and paving patterns for areas next to Liquor store and Nite Club (facing Post Office)?  
Please include.

#### **Post Office:**

- six foot centre median?  
Yes.
- sidewalks widened.  
Yes. Space to be left for one driving lane and one parking lane each way.
- sidewalks treed?  
Yes.
- suggested species for trees?  
Please include.
- suggested paving patterns?  
Please include.
- suggested locations for benches, waste containers, lighting?  
Please include.
- suggest style of lighting?  
Please include.
- include location for bike racks or use tree protectors as bike stands?  
Use tree protectors as bike stands.
- show fence/hedge detail that can be used along parking lots?  
Please include.
- development of yet undeveloped nodes; specify which ones?  
No.

#### **O'Brien Street:**

- no centre median?  
Right.
- sidewalks not widened.  
Correct.
- treed on West side only or on both sides?  
Both sides (up to back lane between TD bank and Steep Rock Hotel).
- treed on South side of Main Street? where?  
In front of Foodland store and parking lot; in front of Legion parking lot.
- straighten out bulge in front of Canoe Canada parking lot?  
Only if curbs need to be redone (they probably do; they are in bad shape).
- suggested paving pattern?  
Yes.
- suggested species of trees/shrubs?  
Yes.
- suggested locations of benches, waste containers, lighting?  
Yes.
- no gateway feature in front of Foodland?  
Correct.
- include locations for bike racks or use tree protectors as bike stands?  
Use tree protectors.

**Mackenzie & O'Brien:**

- entrance feature on South side of Mackenzie, opposite O'Brien?  
Yes.
- turn lane on Mackenzie onto O'Brien.  
Yes.

**O'Brien & Niven:**

- fence/hedge detail for Canoe Canada parking lot?  
Please include.
- more detailed mini-park design for South-West corner (where present 'bulge' is)?  
Yes.
- include seating area in mini-park design for South-West corner?  
Yes.
- suggested plantings for North-East corner?  
Yes.
- mini-park design for front section of parking lot between Ski Shop and Steep Rock?  
No.

**General:**

- suggested design for benches, waste baskets, bike stands, lighting, tree protectors, tree grates?  
Yes.
- Would we like any 3-D sketches (for later public input sessions), and of what areas.  
Arena playground/basketball; Post Office area.
- prioritize development stages?
  1. Main Street
  2. O'Brien Street

## MINUTES

Tuesday, July 7, 1998

4:30 p.m.

Present: Linda Braun, Garry Girard, Peter Kerr, Bill Bell, Helena Oosthoek

### 1. Maintenance of existing mini-parks

- as a stop-gap measure, students from the Tourist booth will spend some time each Thursday cleaning and weeding the existing mini-parks.
- the Horticultural Society has approached Peter Kerr with questions about the maintenance of the mini-parks, specifically around watering. Peter is unsure how involved they would like to be in the maintenance of the mini-parks. Helena will contact Lil Devisscher or Evelyn Ashford to find out more.
- Linda reports that Garry McKinnon is looking at applying for a grant that would allow two summer students to work on the mini-parks for 8 weeks.
- other ideas discussed regarding long-term planning for maintenance of the mini-parks:
  - starting an 'adopt-a-park' program, with 'first choice' for adoption being offered to businesses that own the mini-parks.
  - approaching service clubs and other groups.
  - involving the Outers teens. Main difficulty here is that they put in most of their community hours over the winter months.
  - Public Works is not able at this time to offer time/workers to maintain the mini-parks.

### 2. Contact with AMAA

Some members of the AMAA have approached DARC and have requested that we meet together to coordinate planning for next year. Helena will contact Heather Schmutzer.

Discussed the possibility of using the one remaining repeater-station tower from Quetico park as part of the downtown improvements. We can discuss this with the AMAA.





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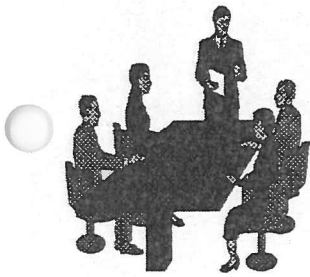
Peter Kerr

Garry McKinnon(Resource)

### Meeting Minutes February 26, 1998

Present: Helena Oosthoek, Dave Elder, Bill Beyer, Garry McKinnon

1. Can tender documents and drawings be prepared in sections?
2. Consultant needs to be advised of extreme heaving conditions in Atikokan
3. Suggest requesting some money from municipal downtown fund.
4. It was agreed that DARC should offer Veenhoven and Associates \$18,000 to complete phase 1, including taxes and disbursements. G. McKinnon to negotiate.
5. Helena will make an appointment to update mayor and council as to the activities of DARC.



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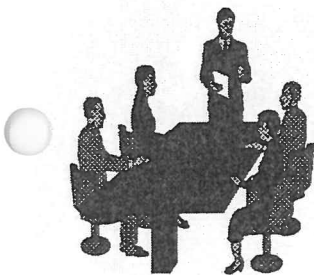
Helena Oosthoek(Chair)  
William Bell  
William Beyer  
Linda Braun  
David Elder  
Garry Girard  
Peter Kerr  
Garry McKinnon(Resource)

### Meeting Minutes

December 7, 1997

Present: Helena Oosthoek, Garry Girard, Dave Elder, Garry McKinnon

1. Post Office Area
  - close off entrance between Post Office and old town hall
  - develop large parking area behind these two buildings
  - close off lane on east side of town hall
2. Arena/Pool
  - see attached drawing
3. Niven's and O'Brien
  - narrow planter boxes with shrubs along east and north sides of Canoe Canada Outfitter' compound.
  - mini-park effect at south west corner of intersection
  - planting required at north east corner of intersection
4. Mackenzie & O'Brien
  - landscaped sign on south side of Mackenzie
  - turn lane on Mackenzie, east side of O'Brien
  - leave west of O'Brien as is
  - gateway feature in front of Foodland and Legion



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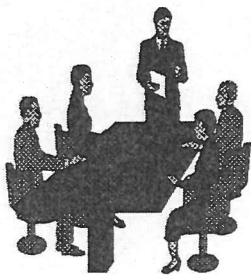
Garry McKinnon(Resource)

### Meeting Minutes

November 23, 1997

Present: Helena Oosthoek, Peter Kerr, Dave Elder, Garry McKinnon

1. Main St. Profile
  - revisited the street width and agreed that six feet is ample width for the centre median and any gains should be added to sidewalk width.
  - it was suggested that the centre median extend through the Gorrie and Marks St. intersections.
2. Round About
  - could be necessary to create a "p" shape to the north of Main to provide sufficient room for a turn around.
  - Peter Kerr will verify property lines at this intersection and provide a recommendation on alignment.
3. Arena/Pool area
  - develop into greenspace from thirty feet south of the pool to Main Street.
  - this is an area to contemplate as a children's play area
  - parking for the pool would be west of the pool and on the west side of White St.
  - landscaping, parking, etc. for the entire Arena/Pool block will have to be reviewed by the consultant.
  - members should mark their design concepts on the attached print and bring to the next meeting.
4. Post Office/Library/Museum/Mining Attraction/Pioneer Centre area
  - recommend no access to the north from Main St. between Sykes and Burns.
  - parking should be behind the Post Office and Museum/AMMA and should be accessed from Burns St. only.
  - recommend consideration should be given to constructing a bandshell or amphitheatre east of the Pioneer Centre.
  - please mark your concepts on the attached print and bring to the next meeting.
5. Next meeting
  - Sunday, December 7, 7:30 p.m., AEDC Board Rm.
  - topics for discussion will be:
    - a. O'Brien and Niven intersection area
    - b. O'Brien and Mackenzie Intersection
    - c. Arena area design concepts
    - d. Post Office area design concepts



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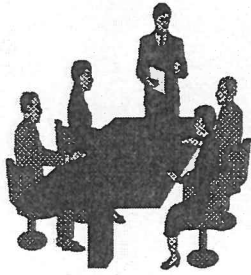
Garry McKinnon (Resource)

### *Meeting Minutes*

*November 9, 1997*

Present: Helena Oosthoek (chair), Linda Braun, Bill Bell, Peter Kerr, Bill Beyer, Garry Girard, Garry McKinnon

1. Bicycle Paths • a good deal of discussion took place relating to the provision of bicycle paths in the downtown area without a conclusive recommendation.
2. Centre Median • snow clearing could be a problem as there would be twice as much truck and loader time to remove snow  
• discussion about the possibility of using large potted trees down the centre of Main Street and removing them in the autumn.  
• final consensus was achieved recommending a permanent centre median down four blocks of Main.
3. Sidewalks • general consensus that sidewalks should be widened by 23 feet and centre median should be slightly narrower
4. Intersections • sidewalk widening (bulges) should not be implemented
5. Extent • for the purposes of this project the area of Main Street from the Atikokan River to White Street and O'Brien Street from Mackenzie to the river will be included
6. Gateway feature • feature originally proposed for the east end of Main Street should be located near the south end of O'Brien Street
7. O'Brien access • a treatment at the intersection of O'Brien and Mackenzie is very important to signify that this is a special intersection
8. Next meeting • **Sunday, November 23, 7:30 p.m., Atikokan Economic Development Board Room**



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## Meeting Minutes

October 28, 1997

Present: Helena Oosthoek (chair), Linda Braun, Bill Bell, Peter Kerr, Garry McKinnon

1. Additions to the Agenda
  - none requested
2. Minutes of Sept. 30/97
  - reviewed and received
  - received and filed
3. Correspondence
4. Mackenzie
  - committee considered whether 15K of the 32K Community Integration funds could be allocated to a Mackenzie development fund
  - the committee agreed that the project was important enough to commit the funds

Atikokan Centennial Downtown Renewal

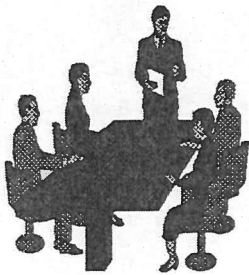
  - committee should review all available designs and determine a final design to recommend to the community for review and support
  - require all committee members to view the Downtown Plan and be familiar with it so we can have a review meeting
  - proceedings will be well documented and provided to the consultant
  - 2 hour meetings will be scheduled in the evening, 2 weeks apart
  - meetings November 9 & 23, 7:30 p.m.
  - full committee attendance is requested along with Edgar and Susan Bryk
5. Existing mini-parks
  - Bill Bell contacted Ed Chasty of ADADS about maintenance of the parks and he will follow up with Julie Herr
  - Helena has discussed maintenance with Dave Kerr and will pursue this further
  - Ontario Works was identified as another option
6. New parks
  - Bell Canada has approved funding of the park only (without a mural) and construction is underway
  - there is a problem with securing boulders for landscaping at the site

7. Awards

- have been presented

8. Next meeting

- November 9, 7:30 p.m.  
Economic Development Office  
**Please bring your plans!**



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Peter Kerr

Garry McKinnon(Resource)

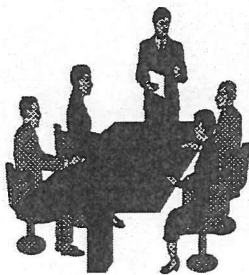
## Meeting Minutes

September 30, 1997

Present: Helena Oosthoek (chair), Bill Beyer, Linda Braun, Bill Bell, Dave Elder, Peter Kerr, Garry McKinnon

1. Additions to the Agenda
  - none requested
2. Minutes of June 24/97
  - reviewed and discussed minutes
  - received and filed
3. Correspondence
  - the only correspondence received have been the invoices related to the mini-park development
  - committee requested a financial report for the next meeting
4. Atikokan Centennial Downtown Renewal
  - at this time this committee will await input from the new town council
5. Existing mini-parks
  - maintenance has become a problem and committee members will explore the possibility of having ADADS, Outers, Green & Clean, etc. consider weekly clean-up of the parks.
  - chips will have to be removed and fabric secured before the chips are replaced
6. New parks
  - Centra Gas has approached the chair about a park at their building. Dave and Helena will discuss the possibility in more detail with Mr. Rotmark
  - Atikokan Progress also indicated an interest in having a parkette and the chair will meet with Mr. McKinnon
7. Awards
  - Business Improvement award for the Iron Mine
  - Spruce Up award for Frankie's
8. Next meeting
  - October 28, 9:00 a.m.  
Economic Development Office





## **DOWNTOWN ATIKOKAN RENEWAL COMMITTEE**

a sub-committee of Atikokan Waterfront Development

P.O. Box 218D

Atikokan, Ontario

P0T 1C0

(807) 597-2757

### **MEMBERS**

Helena Oosthoek (Chair)

William Bell

William Beyer

Linda Braun

David Elder

Garry Girard

Peter Kerr

Garry McKinnon (Resource)

### **DARC Meeting**

July 9, 1997, 9:00 a.m.

Present: Helena Oosthoek (Chair), Bill Beyer, Linda Braun, Bill Bell, Dave Elder, Garry McKinnon (staff)

1. Agenda was approved with the addition of one item under new business.
2. Minutes of June 24 were approved as circulated.
3. Correspondence
  - A letter was received from Peter Kerr outlining sidewalk improvement expenditures in the downtown core for 1996/97.
4. Atikokan Centennial downtown work
  - nothing new to report
  - Helena will contact Dave to determine if the AEDC can attempt to lever additional dollars for this project on behalf of the Township
5. Existing parks
  - HRDC has assured the AEDC that a Section 25 application will be approved forthwith. Garry will determine the appropriate number of participants and duration of program.
  - Helena and Ruby Chumway are planning a work party to weed and clean the existing parks on Saturday at 8:30 a.m.
  - Landscape fabric and wood chips will be placed in planters to reduce weed infiltration.
  - Garry will contact ADADS to determine whether they could provide ongoing park monitoring and cleaning.
6. New parks
  - Design for the M&C park will be complete by July 17<sup>th</sup>. Garry will arrange a meeting with the owner.
  - Bell Canada design is yet to be completed.
7. Next meeting
  - July 29, 9:00 a.m.

# Meeting Minutes

June 24, 1997

Present: Helena Oosthoek (chair), Bill Beyer, Linda Braun, Bill Bell

1. Additions to the Agenda
  - none requested
2. Minutes of May 28/97
  - read rough draft. m/s by B. Beyer and B. Bell "to accept rough draft of minutes"
3. Correspondence
  - none received
4. Atikokan Centennial Downtown Renewal
  - Bill Bell talked to Peter and Garth – Fire plugs open/street access
  - Creation of a parking lot to take parking off Main Street
  - Re-doing sidewalk, expanding it and adding moveable planters
  - Storm drains a problem with sidewalk expansion
  - Medium – would add 2 more curbs
  - Islands – could get in the road
  - Street closure – some Main Street parts not well received
  - Expanded corners
  - Stop sign at Marks & Main
  - Snow plowing a big concern
  - Steep Rock Inn parking lot should be utilized
  - Corner bulging Main/O'Brien

Peter Welcomed

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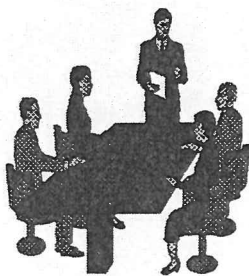
  - Sidewalk to Steep Rock Inn later this summer. We should get prepared to work on this plan together.
5. Existing Mini-parks
  - completion – Kiwanis? Shane McMullen?
  - ongoing maintenance – using children on Main Street to clean up parks – ownership
  - lack of garbage cans, Bill reported they are being built. Cynder's garbage can needs to be fit properly.
  - add to next agenda – ongoing maintenance of completed mini parks
  - Bike stands – where are they? Bill Bell will let us know.
6. New Parks
  - Measured M&C Motors. Plans still have to be drawn.
  - Bell Canada – Heather Schmutzer reported possibilities of mural. Get package together for Bell Canada. John Stradiotto may donate a picture for the scene.
7. Awards
  - Next meeting.
8. Next meeting
  - Wednesday July 9 at 9:00 a.m. at the AEDC.

## Meeting Minutes

*June 17, 1997*

Present: Helena Oosthoek (chair), Bill Beyer, Linda Braun, Garry McKinnon (Staff)

1. Additions to the Agenda
  - none requested
2. Minutes of May 28/97
  - received and filed
3. Correspondence
  - none received
4. Township Plans
  - DARC will write a letter requesting a copy of the Township's "downtown renewal" committee's minutes so DARC can ensure our ability to coordinate our activities with theirs.
5. Mini-parks
  - McMullen was expected to provide a written price for completion of these sites. Garry will call this morning to encourage submission of those prices.
  - Helena & Garry met with Mr. Covello and discussed his needs. Subsequently met with Peter Kerr to review needs to make minor improvements to Township property at corner. Once plans are available, will meet with Mr. Covello.
  - Still need a concept rendering for Bell building.
6. Next meeting
  - Tuesday June 24 at 9:00 a.m. at the AEDC.



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### MEMBERS

Helena Oosthoek(Chair)

William Bell

William Beyer

Linda Braun

David Elder

Garry Girard

Peter Kerr

Garry McKinnon(Resource)

## Meeting Minutes

May 28, 1997

Present: Helena Oosthoek (chair), Bill Beyer, Linda Braun, William Bell, Peter Kerr, Garry McKinnon (Staff)

1. Additions to the Agenda
  - none requested
2. Minutes of May 21/97
  - received and filed
3. Township plans
  - The township has formed a small committee of P. Kerr, E. Morrisette, S. Bryk and R. Davidson to oversee downtown renewal efforts on public lands.
  - The intent is to maximize the value for dollars spent.
  - Atikokan's 100<sup>th</sup> Anniversary Committee would like to sidewalk greening prior to 1999 as a priority.
  - Township committee is looking to see the \$12,000 already raised, tripled by accessing matching funds from NOHFC or some other sources and DARC will be asked to explore this funding.
  - Township committee would be responsible for monitoring the expenditure of funds, engaging equipment, labour utilization, etc.
  - DARC should provide more detail on recommended priority site for development.
  - It was noted that it is important that the Township and Hydro understand that this development is going to happen and obstacles will not be appreciated.
4. Correspondence
  - none received
  - Correspondence from the Township outlining DARC's role vis-à-vis their committee is anticipated in the near future.
5. Completion of existing mini-parks
  - Due to unavailability of partner support for labour to complete the parks, Shayne McMullen will be contacted to provide a quote for the following:
    - i) Hourly rate for working with and supervising volunteers
    - ii) Rate for working with service clubs
    - iii) Completing work as a contractor

6. New parks

- There has been little progress made on securing someone to volunteer to prepare a concept rendering for the site.
- Helena and Garry will meet with Mr. Covello on June 5 to discuss the M&C Park.

7. Awards

- Dave Elder is available to present the Spruce Up award to Monty as soon as it is available.

8. Next meeting

- Scheduled for June 12 and postponed to Tuesday, June 19 at 9:00 a.m. at the AEDC.

## DARC Committee Meeting

May 21, 1997, 10:30 a.m.

Present: Helena Oosthoek (Chair), Dave Elder, Linda Braun, Garry McKinnon (staff).

1. Minutes of the last meeting were received and filed.
2. Correspondence: No response from the Township yet to the recommendations forwarded by Helena. Helena also forwarded additional information including extracts from the downtown plan for consideration.
3. Completion of Mini-Parks: There has been no positive response from HRDC regarding labourers for 1997. The committee will try to complete the two parks that are partially completed with volunteers. Some finishing touches are also required at Cynder's and the Royal bank.
4. New Sites: Bell Canada – The regional manager has approved of the concept of a mural and park at the Bell Canada building on Main St.  
M&C Motors – Helena and Garry have not been able to meet with Mr. Covello yet and will attempt a meeting for May 22. (Mr. Covello is on vacation the week of May 19 to 23.)
5. Awards It was agreed that a "Spruce Up" award would be presented to Monty Savinsky by Dave Elder.
6. Next meeting: Wednesday, May 28, 10:30 a.m.

## DARC Committee Meeting

April 2, 1997

Present: Helena Oosthoek (Chair), Bill Beyer, Linda Braun, Charlie Viddal, Garry McKinnon (staff).

The following are the recommendations from DARC for the Township of Atikokan to develop with funds provided by the private sector:

Location	Justification	Elements
<b>1. Main St. sidewalk scaping</b> a. O'Brien to Gorrie b. Gorrie to Marks c. O'Brien to Burns	<ul style="list-style-type: none"><li>• compliment 3 min-parks already developed</li><li>• max. visual impact</li><li>• high pedestrian ttraffic</li><li>• max. impact for investment</li><li>• able to use local resources</li></ul>	<ul style="list-style-type: none"><li>• trees</li><li>• benches</li><li>• waste bins</li><li>• tree grates</li><li>• tree guards</li><li>• ped. lighting?</li></ul>
<b>2. Pool parking lot</b>	<ul style="list-style-type: none"><li>• visual wasteland</li><li>• many visitors there</li><li>• westerly anchor</li><li>• pedestrian safety</li></ul>	<ul style="list-style-type: none"><li>• trees</li><li>• grass</li><li>• benches</li><li>• bike racks</li></ul>
<b>3. Post Office</b>	<ul style="list-style-type: none"><li>• high traffic area</li><li>• civic centre location</li><li>• compliment AMAI dev't</li><li>• improve pedestrian and vehicle safety</li></ul>	<ul style="list-style-type: none"><li>• alter traffic flows</li><li>• trees, etc.</li><li>• benches</li><li>• paving stone</li></ul>

Helena will write a letter to the municipality outlining these recommendations and reiterating our willingness to assist in any way possible.

The next meeting date will be established after a survey of the committee is conducted to confirm availability.

## **DARC Meeting**

March 26, 1997, 10:30 a.m.

Present: Helena Oosthoek (Chair), Bill Beyer, Linda Braun, Charlie Viddal, Garry McKinnon (staff)

1. Committee Membership: Letters have been sent to Bill Bell and Peter Kerr requesting their active participation in the committee.
2. Township Funding: A letter has been sent under the chairs signature suggesting that the Township should determine the use of funds raised by the Reeve for downtown renewal purposes. An open offer of assistance from DARC was included as was a suggestion that the funds be expended on public lands.
3. M&C Motors: A meeting scheduled for 9:30 this morning had to be postponed due to other commitments on the part of Mr. Covello. Helena and Garry will reschedule the meeting.
4. Conceptual Design for Bell Canada:  
Garry will contact the Pictograph Gallery for a list of artists that could provide a conceptual sketch and perhaps even complete a mural for the front of the building.
5. Work Program: The committee recommends the AEDC apply for funding from HRDC for 5 participants in a work program to construct mini-parks. The program should start on April 21 and run for 28 weeks. First aid, safety, chainsaw, planting and pruning training should be part of the program. Garry will contact M&C to determine the availability of a rental vehicle and build this cost into the application. Bill, Linda and Garry will form the hiring committee.
6. Agenda Items forwarded to next meeting:  
Prioritize sites and recommendation for Township.
7. Next meeting: April 2, 11:00 a.m.



## **DARC Committee Meeting**

March 13, 1997, 1:00

Present: Helena Oosthoek (Chair), Dave Elder, Bill Beyer, Linda Braun, Bob Michels (AMMI), Charlie Viddal (WFD), Garry McKinnon.

1. Funding: The committee was made aware that the Reeve has raised \$10,000 for downtown renewal efforts. After a good deal of discussion, it was decided that it would be appropriate if the Township Council decided on where they would prefer these funds to be expended. DARC has focused on the development of mini-parks on private lands and will continue to do so in 1997. The committee recommends the township consider projects on public lands. The DARC committee will assist the township in any way the municipality requests.
2. DARC status: The committee is alive and well with two mini-parks completed and two under construction (interrupted for the winter). Many additional sites have been identified and we have financial commitments from one property owner and expressions of interest from others. As in the past, the committee will strive to be inclusive rather than exclusive for we can only benefit from additional participation.  
The involvement of Peter Kerr would be a great asset to the committee.  
The committee would also like to have a Councilor as a regular member of the committee. Letters of invitation will be sent to Mr. Kerr and a Councilor, requesting their participation.
3. M&C Motors: Meeting with Frank Covello Wed. Mrch 26 @ 9:30 a.m..
4. Next meeting: Wednesday, March 26, 10:30 a.m.

## DARC Committee Meeting

October 10, 1996

1. Cheque received in conjunction with the AMAA: \$1,600 committed to Alien's mini-park. 3 Lots in planning stages; designs are to be ready by Tuesday.
2. New Parks: M&C Motors
3. Recognition:
  - letters
  - property owners: Cynders and Royal
  - Lions
  - AEDC
  - Section 25
  - Don King?
  - in Progress
  - Ad
4. Plaque – Garry will handle this.
5. Future Mini-Parks:
  - CIBC: Garry has been following up. We're waiting for CIBC's response.
  - Bell Canada: mural combined with greening (tied-in)
  - TD Bank
  - Aline's
  - Steep Rock/Ski Shop
  - M&C / ANFC
  - Canoe Canada parking lot (Sandy Dickson)
  - next to Cow Palace
  - Iron Mine (shovel)
  - Mike's Mart
  - Post Office
  - Foodland parking lot
6. Include Gorrie St.
7. Awards:
  - Dentist
  - mall
  - Nite Club
8. P.W. Director: Peter Kerr / Ed Enge
  - discuss master plan
  - 100 yr. celebration
  - October 29<sup>th</sup>: informal meeting with DARC
9. Christmas decorations: there are banners – only half have been used. Dave/Garry Girard will look at what needs to be fixed.

# **DARC Committee Meeting**

May 17, 1996

## **MINI-PARK @ CYNDER'S PLACE**

- **Design**
  - alternatives
  - trees / shrubs – involve Horticultural Society?
  - waste basket design
  - WFD benches → different base?
  - lighting
- **Funding**
  - AMAA
  - Lions – Presentation
  - WFD
  - In-kind
- **Installation**
  - Underground water/gas lines?
  - Volunteer/Labour/Section 25
  - Soil – good enough quality?
  - Rocks for rock boxes
- **Maintenance / Ongoing**
  - Who's responsible for:
    - cleaning
    - repairs
  - Who owns benches, pavers, trees, rocks, etc.
  - What will happen if there's a change in ownership @ Cynder's.

# DARC Committee Meeting

April 2, 1996

## 1. Main Street Mini-Parks (Royal & CIBC)

- Why?
  - complement 3 mini-parks on private land
  - maximum visual impact
  - high pedestrian traffic
  - maximum impact for dollars spent
- Elements
  - trees
  - protectors / bike stands
  - benches
  - waste receptacles
  - tree grates
  - ideally, pedestrian lighting

## 2. Pool/Arena

- Why?
  - break up visual wasteland
  - many visitors in this area (pool, M&C)
  - westerly anchor to Main St. development
  - opportunity site
  - improved pedestrian safety
- Elements
  - trees
  - grass
  - benches
  - receptacles
  - bike racks

## 3. Post Office

- Why?
  - high traffic
  - possibilities for coordination with museum/AMAA
  - complement planned AMAA development
  - idea of "civic centre" location
  - easterly anchor
  - improved pedestrian & vehicular safety
- Elements
  - alter traffic flow
  - trees + protectors + grates
  - benches
  - bike / dog rack
  - tree grates
  - paving stone treatment

## DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

### Minutes of Meeting April 12, 1995

1. The agenda was approved
2. The minutes of the November 23, 1994 meeting were amended by removing the name Don Bailey from the first item under #2 and were approved.
3. Correspondence – a letter from the Toronto Dominion bank dated December 5, 1994 was received – see below under the miniparks.
4. Business Arising
  - a) Mini Parks – T.D. Bank still concerned with loss of parking space if mini park is developed.
    - Helena will set up meeting with Royal Bank manager and Heather Johnson to discuss concerns and park development
    - DARC will concentrate on getting one minipark in place with the Royal Bank
  - b) Downtown business storefront improvements – The Barn will be given a “Spruce Up” certificate by Bill Beyer
  - c) Street Furniture prototypes – Garry McKinnon will meet with Don Bailey at the Atikokan High School regarding the construction of street furniture
  - d) Community Tree Foundation – hold action on this funding opportunity until a sufficient number of trees are needed
  - e) Funding applications – Garry McKinnon will contact M.N.D.M. regarding JOCA funding to go with funds received by town (\$20,000) for improvements to the west side O’Brien St. sidewalk
  - f) Waterfront Development Committee – section 25 workers may be used to assist with DARC projects.
5. New Business
  - a) O’Brien Street – this summer the sidewalks on the west side of O’Brien Street north of Main Street will be rebuilt. DARC will meet with the Public Works Committee to have the Downtown Renewal Plan used during the rebuild. Helena Oosthoek will contact Ed Enge and arrange meeting date and place. This will also serve to introduce new council members to the plan.
  - b) DARC Future – after some discussion, it was decided to continue DARC as a sub committee of Waterfront Development in spite of declining membership attendance and participation.
6. Next meeting date – to be announced

# DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

a sub-committee of Atikokan Waterfront Development

P. O. Box 218

Atikokan, Ontario

P0T 1C0 597-2757

## Members

Helena Oosthoek (Chair)

Tony Manchuk

William Beyer

Dave Elder

Garry Girard

Ange Sponchia

Linda Braun

Garry McKinnon (Project Officer)

## Minutes of Meeting – November 23, 199

Present: Helena Oosthoek, Bill Beyer, Barb Brower

1. As there were not enough members in attendance for a quorum, the minutes were reviewed, but not voted upon.
2. Business Arising

### Street Furniture

Don Bailey and Bleddyn Williams at the high school has been approached about the possibility of the students constructing prototypes of the furniture. Bill has offered to assist the students and the teacher if need be. Bill has also approached Larry Cunningham about his doing the work; although there would be a cost this way. A decision will be made when we hear back from the high school as to what furniture they are capable of constructing

### Mini Parks

- On November 10<sup>th</sup>, Garry and Helena met with Brian Miles from the Royal Bank. The bank has decided to go ahead with the mini park and money has been designated in the budget for next summer.

### Business Awards

- It was decided to award certificates to three more individuals/businesses. Bill will present a certificate to the Cow Palace and Helena will make presentations to Fran Speer and Steep Rock Inn. Bill and Helena will arrange for pictures and contact Barb to make up the awards

### Community Tree Foundation

- As Dave Elder was unable to attend, this item was deferred to the next meeting

## **Downtown Atikokan Renewal Committee**

### **Minutes of Meeting – October 26, 199**

Present: Helena Oosthoek, Linda Braun, Dave Elder, Garry McKinnon

1. Agenda approved – Elder/Braun
2. Minutes of meeting of September 28, 199 approved as amended – Braun/Elder
3. Business Arising
  - i) Street furniture – comments by Veenhoven & Associates on the submitted designs were reviewed. Prototypes will be made using local facilities such as the High School, the FixIt Centre etc. The sign standards will be placed on hold since several new signs have already been installed.
  - ii) Mini Parks – The T.D. proposal will go out the week of Oct. 31, 199 . The C.I.B.C. proposal received a favourable response and will be implemented when funds become available. Helena and Garry will meet with the Royal Bank staff to discuss the concerns they have raised.
  - iii) The following Business Improvement Awards will be made over the next few weeks:

Helena	• Cow Palace
	• Voyageur Mall
Garry	• Daniella's
  - iv) Community Tree Foundation – Dave will review forms and see if the program conforms to our mandate.
- . Correspondence – all correspondence has been covered in the above noted items.
5. New Business – The Beautification Committee will be encouraged to revitalize. If they dissolve, DARC will take over the placement of the Towns Christmas Tree.
6. Next Meeting – November 23, 199 , 12 noon, E.D.O.

## DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

### Minutes of Meeting – Wednesday, September 28, 1994

Present: Helena Oosthoek, Bill Beyer, Garry McKinnon, Garry Girard, Linda Braun, Dave Elder, Ange Sponchia

Regrets: Joerg Boileau, Tony Manchuk

1. The Agenda was approved with one addition – B.I.A. Funding.
2. The minutes of the meeting of the July 24, 1994 meeting were approved. M/S by Beyer and Brown.
3. Business Arising:
  - i) Street Furniture Design – Garry McKinnon will ask Veenhoven and Associates for feedback on prepared designs – consultants may have a series of designs available, some we can consider or adjust for our use.
  - ii) Mini Parks – proposals have been prepared and given to Royal and C.I.B.C. banks. The T.D. bank proposal is in preparation.
  - iii) B.I.A. – only response expressed to date by merchants has been negative.
  - iv) Funding – for downtown renewal – funds may be available from various government levels but not until May, 1995.
  - v) Awards – the following awards for store front improvements will be made.
    - Gillons' – Dave Elder
    - Newstand – Dave Elder
    - T.D. Bank – Linda Braun
    - Daniella's – Garry Girard
    - Outdoorsman – Garry Girard

The above noted will coordinate presentation with Mike McKinnon, Garry McKinnon and the business owner.

#### 4. Correspondence

Garry McKinnon will request Veenhoven and Associates to prepare a costing of implementing the downtown renewal plan to have available in advance of funding applications.

#### 5. New Business

Participating in the Community Tree Foundation will be dependent on approval of new town council.

6. The date of the next meeting is **Wednesday, October 26, 1994 at 7:30 p.m.** in the AEDC Training Room.



Downtown Atikokan Renewal Committee  
Minutes of Meeting  
July 26, 1994

Present: Helena Oosthoek, Bill Beyer, Linda Braun, Dave Elder, Garry McKinnon

1. The agenda was approved as presented.

2. Minutes of Meeting for June 3 and 10, 1994 were approved. Beyer/Elder

3. Correspondence

- the final invoice from Veenhoven and Associates of May 31, 1994 in the amount of \$771.74 was approved for payment. Elder/Braun

- a letter was received from the AEDC giving DARC \$200.00 for the "After Hours" renewal plan review. Helena will send a note of thanks a short report of the meeting to AEDC.

- the Atikokan Energy Centre sent DARC information on a federal government tree planting program - Tree Plant Canada. Garry will request an application form as this may be a funding opportunity.

4. Business Arising

- Helena and Dave presented the final renewal plan to Council on July 11, 1994. Council accepted the plan in principle.

- the "After Hours" plan review presentation for the downtown owners/occupants was poorly attended.

- Helena and Ange are working on designs for the mini-parks in the vacant lots adjacent to the banks. They will take the completed plans to the bank managers for comment.

5. New Business

- Funding for part of the renewal plan implementation was requested from MNDM by letter sent July 14, 1994.

- A similar request will be made of the federal government through a Community Development program.

- the Business Improvement Awards will continue. There will be two awards: an unframed "spruce-up" certificate for painting store fronts, planting trees, etc. and a framed certificate with a photo in the Progress for major work such as new siding, brick works, etc.

6. Next Meeting - In early September, to be announced.

# DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

a sub-committee of Atikokan Waterfront Development  
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Members  
Helena Oosthoek (Chair)  
Tony Manchuk  
William Beyer  
Linda Braun  
Dave Elder  
Ange Sponchia  
Garry Girard  
Joerg Boileau  
Garry McKinnon (Project Officer)

Meeting Minutes  
June 10, 199 12:00 noon

Present: Helena Oosthoek (chair), Bill Beyer, Ange Sponchia, Linda Braun, Garry McKinnon

**This meeting is to complete the agenda from June 3, 199 continuing with Public Relations.**

Business Arising      iii) Public Relations

- c) Human Services Festival – Linda Braun asked if the committee wants to set up a display at this community event
- the committee discussed this opportunity at length and concluded that committee time might be best utilized elsewhere and a display at the mall can be done when we have something to show off

iv) Implementation (small scale) – this refers to the mini parks/localized greenspace and some of the site specific details such as fences, etc.

- a) Street Furniture Design – G. McKinnon was asked to forward the furniture sketches to Henry Veenhoven for his comments
- b) Pilot Projects at the banks  
M.S Braun/Sponchia that the DARC approach the three banks with a proposal for mini parks adjacent to their buildings which will include a preliminary design, upset budget and a request for funding, provided the committee supplies the labour.

**carried**

- Linda, Ange and Helena will prepare the documents to be forwarded to the banks. The date for completion of this task is June 30.

v) Implementation (large scale)

- a) Funding – after returning from vacation, G. McKinnon will complete applications to JOCA and Community Initiatives for funding of the entire downtown project
- b) BIA – the formation of a BIA will assist with the approval for funding. The committee should know after the Wine and Cheese if there is any interest in a BIA.

- c) Contact with Public Works – the committee will ask Public Works to comment on the design after council has approved the report

5. Adjournment

- meeting adjourned at 1:25

# DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

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## Members

Helena Oosthoek (Chair)  
Tony Manchuk  
William Beyer  
Linda Braun  
Dave Elder  
Ange Sponchia  
Garry Girard  
Joerg Boileau  
Garry McKinnon (Project Officer)

## Meeting Minutes

June 3, 199 12:00 noon

Present: Tony Manchuk, Helena Oosthoek (chair), Ange Sponchia, Linda Braun, Bill Beyer, G. McKinnon.

Guest: Twyla Chumway

1. Approval of agenda – there being no disagreement the agenda was approved as circulated.

2. Minutes of the meeting held April 13, 199 .

M/S Beyer/Braun that the minutes of a meeting held April 13, 199 be adopted as written  
**carried**

3. Correspondence

- i) Copy of an offer of service for individual property owners received from Ken Coates, Architect.
- ii) Invoice from Veenhoven & Associates.  
M/S Braun/Sponchia that the invoice from Veenhoven & Ass. In the amount of \$ ,853.79 be approved for payment.

**carried**

Business Arising

- i) Consultant's Report – committee members were asked to provide any comments on the report to G. McKinnon prior to June 1<sup>th</sup>.
- ii) Trade Show display – it was suggested that the Main Street Canada video would be a useful aide for future displays
  - committee discussed having a display in the Human Services Fair. No decision was reached.
  - discussion took place regarding the impact of a display in the mall
- iii) Public Relations
  - a) **presentation to council** – a copy of the report will be forwarded to council along with a letter requesting an opportunity to discuss the report. A proposed resolution, to accept the report and support the concept in principal, should be provided at the time of the presentation.
  - b) **meetings with property owners** – discussed what the best approach is to get participation from the businesses. Three methods discussed were: a public meeting, an after business

wine and cheese, and two demonstration sites to encourage by example.

- it was decided that an after business wine and cheese would be hosted by DARC (if sponsorship can be secured from AEDC).

5. Meeting adjourned until 12:00 noon, Friday, June 10<sup>th</sup>.

DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

Meeting Minutes

April 13, 1994

Present: Helena Oosthoek (Chair), Charlie Viddal, Dave Elder, Garry Girard, Garry McKinnon and Ted Couch

Guest: Linda Braun, Manager, Chamber of Commerce

1. The meeting was brought to order at 7:10 pm by the chair and the agenda was approved with no objections or additions.
2. M/S Elder/Girard that the minutes of the March 9, 1994 meeting be adopted as circulated. Carried.
3. M/S Viddal/Elder that the invoice submitted by Veenhoven + Associates in the amount of \$8572.04 be paid. Carried.
4. The due date for Veenhoven + Associates to submit the final plan was March 31, 1994. An extension to April 30, 1994 has been verbally requested and granted.
5. Two letters were sent on April 8, 1994, to the Reeve and Council and the Chamber of Commerce requesting their support of the renewal project and inviting them to this and future meetings.
6. Public Relations - a detailed and lengthy discussion was carried out on this topic.

• Ways and means to keep up interest and momentum in the upgrade of downtown Atikokan:

- a rotating display of components of the final plan will be placed in the Voyageur Mall, with the permission of the owner. A questionnaire, "Can you see the difference?" may also be used to increase interest.
- photos of buildings improved by their owners will appear in the Voyageur Mall as part of the rotating display and in the Atikokan Progress as well information articles from time to time.
- D.A.R.C. will have a display in the May 6 & 7 Atikokan Trade Show in association with the C. of C. or the E.D.O. to again reach out to the residents for project support.
- lunch meeting will be set up (2) for building owners and tenants to show them the results of the consultant's report and how they can improve the appearance of their buildings.

- owners who cannot make the above meetings will be contacted individually.

- participation in the Human Services Fair in September will be considered. Sharon Larson is the contact. Presentation of the consultant's final report at a Inter-Agency Meeting will be considered as well.

#### Implementation - Large Scale

- on receipt of the final plan, a presentation to the Reeve and Council will be arranged to obtain their support. Their buy-in will ensure that consideration and inclusion of infrastructure improvements form the plan in the annual work plans for the town.

- downtown businesses can consider the formation of a Business Improvement Association.

#### Implementation - Small Scale

- discussion deferred to next meeting

7. The next meeting will be held May 11, 1994, starting at 7:00 pm.

8. The meeting was adjourned at 9:00 pm.

# DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

a sub-committee of Atikokan Waterfront Development

P. O. Box 218  
Atikokan, Ontario  
P0T 1C0 597-2757

## Members

Helena Oosthoek (Chair)  
Tony Manchuk  
William Beyer  
Linda Braun  
Dave Elder  
Ange Sponchia  
Garry Girard  
Joerg Boileau  
Garry McKinnon (Project Officer)

## Meeting Minutes

March 9, 199

Present: Dave Elder, Charlie Viddal, Tony Manchuk, Bill Beyer, Helena Oosthoek (Chair), Garry McKinnon.

1. The meeting was called to order at 9:10 by the chair. There being no objections or additions, the agenda was approved as presented.

2. M/S Beyer/Manchuk that the minutes be adopted as circulated.

carried

3. Correspondence      • Draft Report has been received from Veenhoven and Associates.  
Copies will be available for the committee on their way out.

Business Arising      • letter promoting open house – will be ready Friday morning.  
• advertisement in Progress – Tony has done this  
• Progress Article – Helena will contact Mike McKinnon  
• CKDR & TVA – Dave has done this  
• Sandwich Board – Tony has yet to do  
**Open House** – consultants will do an overhead presentation to the committee  
• 1 or 2 page take-aways will be available for visitor at the open house  
• refreshments for March 17 will be arranged by AFIC  
• feedback forms will be used at the open house  
• arrangements have been made for use at the mall

5. New Business      • the committee is requested to bring their written comments about the draft report to the next meeting  
• the committee will meet at 10:00 A.M. on March 17<sup>th</sup> to discuss the draft report



# DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

## Meeting Minutes

March 2, 1994

Present: Helena Oosthoek, Toni Manchuk, Dave Elder, Garry McKinnon

### 1. Approval of Agenda

The agenda was approved.

### 2. Minutes of Meeting - Feb. 2, 1994

This meeting was conducted by Veenhoven and Coates and as such, no formal minutes were kept. Helena and Garry will get together and create a record of the meeting.

### 3. Correspondence

A letter and a Phase 1 invoice dated Feb. 16, 1994 was received from Veenhoven and Coates. See "New Business" for invoice. Garry has replied to the questions asked in the letter.

### 4. Business Arising

Garry reviewed with the Committee his meeting with the consultants in Toronto, Feb. 22, 1994 and also the preliminary information the consultants faxed to the AEDC on Mar. 2, 1994.

### 5. New Business

a) In response to a request from the chair, Dave volunteered to act as recording secretary for the Committee.

#### b) Planning for Open House

- promotion and advertising
  - personal invitation letter to be sent to:
    - downtown merchants/building owners/tenants
    - reeve and council
    - Chamber of Commerce
    - service clubs
    - AMAA
    - Waterfront Development Committee
    - Centennial Museum Board
    - Library Board
    - Parks and Recreation
    - Fix-It Club
    - Pioneer Centre
  - there will be an ad and an article in the Atikokan Progress
  - an ad will be placed on the ch. 13 roll-around
  - an ad will be given to CKDR radio in Dryden
  - there will be a general mail out/Progress flyer
  - the schools will receive notice
- open house

- dates
  - March 17 - 8.00 pm to 10.00 pm in the AEDC training room
  - March 18 - 9.00 am to 5.00 pm in the mall
- meeting with consultants
  - March 17 - 6.00 pm to 8.00 pm in the AEDC training room
- letter
  - Helena will compose for public distribution - will be same letter delivered by hand to downtown merchants by Helena and Toni - will be printed on bright paper to catch the eye and make people want to read it
- note or radio , tv and Around Town column in Progress
  - Toni to create
  - Dave to deliver
- other promotion
  - discussion on use of TV Atikokan for a live broadcast - decided public will have lots of opportunity to participate at open houses
  - Mike McKinnon will be contacted re interview/article for Progress
- public feedback
  - Garry will request consultant to develop and use a public comment form that will include a question section and an open comment section for use at the open houses - the consultant will also be requested to analyze and compile the collected comments for the Committee and to advise regarding incorporation in the final report
- refreshments
  - coffee and cookies at March 17 evening open house
  - none for March 18 mall open house
- open house format
  - Garry will ask consultants to provide a format for the meeting with the Committee and for the open house - they will also be asked to prepare a two page information take-away document for the open house participants

## 6. Other Business

- Veenhoven and Coates Phase 1 Invoice - Feb 16, 1994 - total \$5,784.69
  - payment as rendered - M/S Elder/Manchuk - CARRIED

## 7. Next meeting

- Wednesday, March 9, 1994 at 9:00 or earlier, at AEDC

## 8. Meeting adjourned

- 8:45 pm

**DOWNTOWN ATIKOKAN RENEWAL COMMITTEE**

Minutes of the meeting of June 28, 1993

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Meeting cancelled.

# DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

Minutes of the meeting of June 14, 1993

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Present: Toni Manchuk, Charles Scott, Helena Oosthoek

1. Review of Minutes

Minutes of June 7 meeting not completed yet.

2. Approval of agenda

Approved.

3. Correspondence

- A response was received from Tony van der Aa, property assessor, regarding possible increases in tax assessments as a result of property renovations
- A letter was sent to the Manitoba Bicycle Association with a request for information on bike racks.

4. Old Business

Toni was updated on the teleconference with Jim Thomas of Hilderman Witty, since she was not able to attend.

5. New Business

A discussion centered on a renewal of focus for the DARC, from a committee trying to do the actual work involved in preparing a master plan for downtown Atikokan, to a committee which would serve an advisory role to a professional firm hired to prepare a master plan for downtown Atikokan. If the role of DARC were to be an advisory one, DARC could focus its time and efforts on maintaining contact with other community groups (Waterfront, AMAA, Beautification and others) and the community at large.

DARC can only assume this new focus, if funds would be available to hire professionals to do the actual design/drawing work. Funding could be sought from: Community Futures. Waterfront Development, Ministry of Municipal affairs, JOBSOntario, CAUSE, and other sources.

Action Steps:

- 1) identify available funding
- 2) work with consultant; Consultant would need:
  - DARC Vision Statement
  - DARC list of objectives
  - DARC plans
  - plans by other committees + work already in progress
  - Public Works plans
  - DARC master list
- 3) take conceptual plans prepared by professionals to community groups/community for feedback.
- 4) Identify tools for businesses to use in making improvements (financial, physical, technical, etc.)

Decision:

Charles will check into funding sources.

6. Other Business

None

7. Next meeting

Date of next meeting: June 28 @ 10:00 am.

## DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

Minutes of the meeting of June 7, 1993

Teleconference with Jim Thomas

Present: Charles Scott, Helena Oosthoek

1. Jim shared some of his thoughts regarding the process of arriving at a master plan for downtown Atikokan based on his experience with other towns working on similar projects:
  - Jim discussed the need for an appropriate mandate; most other towns use a BIA. The majority of stakeholders in the downtown area need to be involved in the process; there is also a need for some financial commitment from the majority of stakeholders in the downtown area.
  - if there are concerns that many of the stakeholders in the downtown area are apprehensive about a BIA because they are not able or do not want to increase their costs, another model DARC could look at is working with the local government and through the use of by-laws.
2. Jim identified a need to generate enthusiasm in a renewal of the downtown area before proceeding with any detailed work. If people are interested in downtown renewal, it is more likely that people are willing to invest in it, either financially or through donation of volunteer time, etc. It will also be easier to achieve cooperation from those living/working in the downtown if there is enthusiasm for downtown renewal. Enthusiasm can be measured and/or generated through the use of concept plans (using lots of images) and an invitation of public feedback to such plans.
3. Jim mentioned as the two main priorities for DARC 'research' right now:
  - a) decisions regarding what physical improvements to the downtown are desired;
  - b) funding available to achieve these improvements.Jim added that other towns have also made the development of promotional activities in the downtown a priority. Atikokan is already doing some of that though. Therefore, based on the priorities Jim mentioned, DARC needs to look at the following two action steps:
  - 1) Development of a list of measurable objectives re physical improvements (e.g. traffic/parking improvements; sewers/hydro improvements; sidewalk improvements; establishment of park areas, etc.). Once measurable objectives have been established, these need to be prioritized: high-cost versus low-costs objectives.
  - 2) Exploration of available funding sources (check with Min. of Northern Development & Mines; Housing; Community Futures, etc.)
4. If DARC decides to enlist professional help in arriving at concept plans (a first step in the process of arriving at a master plan), it would be helpful if the following information was available for these professionals, in order to save time and money:
  - 1) Vision Statement
  - 2) Objectives
  - 3) Information regarding work already in progress (e.g. work being done/planned by AMAA, Waterfront, Parks & Rec, etc.). Include what plans Public Works has for the downtown area.
  - 4) Master list of ideas/opportunities
  - 5) Possible funding sources

If DARC would enlist the help of Hilderman Witty, Jim estimated that they could develop concept plans for under \$20,000. Another option for DARC would be to involve a co-op architecture student.

## **DOWNTOWN ATIKOKAN RENEWAL COMMITTEE**

Minutes of the meeting of May 31, 1993

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Meeting cancelled. Teleconference with Jim Thomas of Hilderman  
Witty set for June 7 @ 10:00 am.

## DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

Minutes of the meeting of May 17, 1993

---

Present: Tony Manchuk, Charles Scott, Helena Oosthoek  
Visiting: Bob Michels

1. Review of minutes

Minutes of the meeting May 3 not yet completed.

2. Approval of agenda

Approved

3. Correspondence

None

4. Old Business

Measurements of Skidder's lot and Bell Canada lot on Main street were taken on May 7.

5. New business

An impromptu discussion was held between the members present and Bob Michels regarding the direction DARC has been taking over the last few months and regarding the possible need for re-orientation. Bob Michels echoed some of the sentiments held by the members present that the task that DARC has undertaken is far too large for a small volunteer group. The discussion then centered on possible involvement of professionals, who could assist the committee with specialized skills and input of time to complete a first set of conceptual drawings for a master plan for downtown Atikokan. A decision was made to arrange a case conference or teleconference with one of the professionals at the Hilderman Witty firm (which has worked with the town of Atikokan in the past) to discuss the possible benefits of involving professionals, and also to receive possible feedback from them regarding the process for arriving at a master plan for downtown Atikokan that DARC has been following so far.

6. Other business

None

7. Date of next meeting is May 31 @ 7:30 pm.

## DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

Minutes of the meeting of May 3, 1993

---

Present: Tony Manchuk, Charles Scott, Helena Oosthoek

1. Review of minutes of April 19, 1993

Minutes were accepted as read

2. Approval of agenda

Approved

3. Correspondence

None

4. Old Business

Toni did not have time while in Winnipeg to talk to someone from Assiniboine Park.

5. New business

- Hilderman Witty sent a copy of a map of Atikokan (in sections) to be used as a base map. Some time was spent piecing the sections of the map together.
- A draft detailed landscaping plan was made for one of the downtown 'nodes': the lot besides Skidder's Restaurant.

6. Other business

A working meeting was planned for May 7 @ 10:00 am to make detailed measurements of the lot besides Skidder's, to be used during finalization of the landscaping plans for this lot.

7. Date of next meeting is May 17 @ 7:30 pm.



## DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

### Minutes of Meeting – April 19, 1993

Present: T. Manchuk, H. Oosthoek, C. Scott

1. Review of minutes of March 23 and April 5, 1993

- minutes were accepted and read

2. H. Oosthoek presented an agenda format

- Agenda format was accepted

3. Correspondence – Outgoing

- C. Scott's letter to Houghton was reviewed
- alternatives were discussed in case Houghton cannot be contacted or are not available
- suggestions were: Steinback, Kenora, Duluth, Kingston, Winnipeg and Kimberley
- C. Scott will get contact names for each of the above communities and send a form letter similar to the Houghton letter

Old Business

- T. Manchuk reported the Atikokan Native Friendship Centre has not yet contacted the Township, so no information on a permanent Pow Wow site was available. No commitments have been made.
- H. Oosthoek reported that no response has been received from Toni van der Ei at the Assessment Office
- H. Oosthoek contacted Manitoba Cycling Association in Winnipeg– a letter to go to them instead
- T. Manchuk suggested we also try Assiniboine Park in Winnipeg. She will be in Winnipeg next week, so she will check it out
- C. Scott will follow-up with Be re: use of the Bell building in Atikokan
- C. Scott reported that the map of downtown was not yet ready

5. a) Next meeting                      • concentrate on Skidder's Lot

b) Approach                              • lay out major nodes (eg. Recreation Complex, Armstrong Point, Main and O'Brien intersection, Nite Club/Steep Rock/Progress lot) then connect

c) H. Oosthoek and/or C. Scott will prepare blow-ups of nodes for detailed working drawing (1:50 scale?)

6. The date of the next meeting is May 3, 1993 at 7:30 p.m.

7. The meeting adjourned at 9:22 p.m.

# DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

Minutes of the meeting of April 5, 1993

---

Present: Tony Manchuk, Charles Scott, Helena Oosthoek

Regrets: Don Radley, Joerg Boileau, Herman Mprphet, Bill Beyer

1. Since Barb Cripps had run out of time, no maps for this meeting, it was decided to use the time to write some letters.
  2. A letter was written in response to a letter received from the Parks and Recreation Committee re the planting of trees.
  3. A letter was written to Toni van der Ei - tax assessor re what business improvements constitute a change in assessment.
  4. Charles has not yet been able to reach the Houghton Waterfront Development Group.
  5. Charles will be talking with Bell Canada tomorrow.
  6. Helena spoke with Don McKay. He would be quite interested if students could help out with DARC with drafting or model-building. Don suggested though that we approach the school with this at the start of the school year.
  7. Helena will call the Manitoba Cycling Association for their mailing address.
- . Next meeting scheduled for Monday, April 19, 1993 @ 7:30 pm.

# DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

Minutes of the meeting of March 23, 1993

---

Present: Bill Beyer, Charles Scott, Helena Oosthoek

Regrets: Toni Manchuk, Don Radley, Joerg Boileau, Herman Morphet

1. Minutes of the previous meeting adopted.
  2. A summary of the number of meetings so far, and of the results of these meetings was presented by Helena: 8 meetings were held so far. The first 6 of these meetings had an attendance of 5-8 persons. The last two meetings had an attendance of three persons. Good progress was made during the first 6 meetings in the determination of the role of DARC, the preparation of a Vision Statement, and the preparation of a first draft of a Master List of Ideas. The last two meetings were less productive and consisted mainly of brainstorming. It was felt that the lack of availability of a map of the Downtown area stood in the way of further progress being made.
  3. Charles informed the meeting that Barb Cripps (AEDC) would be completing a large-scale map (1:500) by Wednesday, March 24 (photocopying/enlarging of existing maps).
  4. Charles informed the meeting that Hildermann-Witty might be able to prepare a larger scale map (1:250/100) at a price, if we need a larger scale map in the future. The Waterfront Development Committee might be willing to fund this.
  5. Charles will contact the Houghton Waterfront Development Group in order to set up a time for a teleconference, during which Houghton's approach to a Master Plan could be discussed, as well as any suggestions they might have for Atikokan.
  6. Bill suggested that DARC might want to involve high school students in the preparation of maps or models that the DARC could use. Charles volunteered to contact Don McKay at the High School regarding this.
  7. Helena will contact the Toronto Bike Club for their address, and will also contact Toni van der Ei (Tax assessor).
  8. Charles will contact Bell Canada for the name of a contact person, with whom DARC could discuss plans for the Bell site in Atikokan.
  9. Bill will be very busy at the fish farm during the next three months, and will not be able to attend DARC meetings.
- ❖ Next meeting scheduled for Monday, April 5, 1993 at 7:30 pm.

# DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

Minutes of the meeting of March 9, 1993

---

Present: Toni Manchuk, Bill Beyer, Helena Oosthoek

Regrets: Don Radley, Joerg Boileau, Charles Scott, Herman Morphet

1. Minutes of the previous meeting adopted.
  2. Discussed the 'two-track' approach as raised during the last meeting.  
Discussed what information we need to make progress in these two areas:
    - 1) For the long-term track: we need maps to work on: Herman gave Charles some maps. We will need to get these ready. Helena to talk to Charles about that.
    - 2) For the short-term track: we need to know what Skidders and Bell Canada will allow us to do with their downtown sites. Toni will talk more with Ray about their plans for the lot next to Skidders. Helena will write to Bell Canada to see if they will allow us to come up with a design for that strip of land lining Main Street.
  3. Helena spoke with the ECC re bike racks. The ECC gave Helena a phone number for a Toronto Bicycle Club that might have info on bike racks.  
Bill showed some designs he had made for removable bike racks that could be constructed locally.
  4. Issue raised by Toni: will the taxes for a business go up if this business improves its property? Bill will talk to Herman about this.
  5. Toni will check with the ANFC regarding their plans for a permanent pow-wow site.
  6. Meeting adjourned early at 8:45 pm.
- ❖ Next meeting scheduled for Tuesday, March 23, 1993 at 7:30 pm.

# DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

Minutes of the meeting of February 23, 1993

---

Present: Herman Morphet, Bill Beyer, Helena Oosthoek

Regrets: Don Radley, Joerg Boileau, Toni Manchuk, Charles Scott

1. Minutes of the previous meeting informally adopted.
  2. We will add the following groups to our mailing list:
    - Parks & Recreation Dept.
    - Sno-Ho club
    - Conservation Club
    - Pioneer Centre
    - Fix-It club
  3. Herman states that the Township is not aware of any restrictions on the use of Centennial Park, except that it needs to be used as a park. Helena will check with the ANFC what - if any - their plans are regarding a permanent pow-wow site.
  4. Herman suggest that we look at having DARC work on two 'tracks' at the same time:
    - a long-term track: master plan
    - a short term track: pilot project(s) for this summer, e.g. Skidders lot.
  5. One idea for pilot project for this summer: trees planted on empty lots along Main.
    - ➡ We need to start talking to property owners to see what they want.
    - ➡ We need to find out where the sewer/hydro lines run.
  6. Herman will talk to Bruce Donahue regarding maps on Main street.
  7. Banners:
    - 1) AMAA has locations selected for banners.
    - 2) Hydro has not had time to put up the brackets.
    - 3) Maple leaf flags are not going back up.
    - 4) banner-committee could be formed: 1 member from: AMAA, WFD, Chamber of C.Herman will contact the AMAA re such a committee
  8. Bill raised the issue of funding. How did the WFD committee achieve funding for their study by Hildermann/Witty?
  9. Discussed bike racks. Helena will contact the energy Conservation Centre re their plans for bike racks.
- ❖ Next meeting scheduled for Tuesday, March 9, 1993 at 7:30 pm.

# DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

Minutes of the meeting of February 16, 1993

---

Present: Toni Manchuk, Herman Morphet, Bill Beyer, Charles Scott, Syd Jones,  
Helena Oosthoek

Regrets: Don Radley, Joerg Boileau,

1. Minutes of the previous meeting informally adopted.
  2. The items on the 'Master List of ideas' were further discussed (list completed; revised list needs to be typed up).
  3. DARC needs to contact the WFD regarding possible locations for the marina: could it go east of the Mackenzie bridge? Or is this bridge too low to go under for most boats that would be using the waterway.
  4. Herman will check on restrictions regarding the use of Centennial park.
  5. We need to study the issue of parking further: how many parking spaces does Atikokan need:
    - 1) year round
    - 2) during special events
  6. The high school is looking for projects for senior shop students: could we use some of these students for their drafting expertise.
  7. Herman's presented some suggestions in writing. His suggestions were discussed at length. Herman suggest we work on two tracks at the same time:
    - 1) long-term master plan
    - 2) specific projects that could be worked on this summer and that would keep people enthusiastic
  8. Bill presented an idea for 'tree-boxes' as seen in Las Vegas.
- ❖ Next meeting is on Tuesday, February 23, 1993 at 7:30 pm.  
Agenda to include: revised master list  
funding sources

# DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

Minutes of the meeting of February 9, 1993

---

Present: Toni Manchuk, Charles Scott, Joerg Boileau, Helena Oosthoek

Regrets: Don Radley, Bill Beyer

1. It was decided to include Mackenzie Avenue (from Sykes to West) in our Master Plan, as well as Front Street and the area around the old CN station.
  2. The items on the 'master list of ideas' were further discussed (up to and including 'Street-scaping - Site specific'\_.
  3. DARC needs to contact the AMAA regarding:
    - 1) their plans for the tires that were originally planned to go in front of the old McLeod's store - have they included plans for landscaping around this artifact.
    - 2) has the AMAA been working on a second generation of banners.
- ❖ Next meeting is on Tuesday, February 16, 1993 @ 7:30 pm.  
Agenda to include: continuation of discussion of master list of ideas.  
Herman's idea

# DOWNTOWN ATIKOKAN RENEWAL COMMITTEE

Minutes of the meeting of February 1, 1993

---

Present: Toni Manchuk, Herman Morphet, Bill Beyer, Charles Scott, Joerg Boileau, Helena Oosthoek

1. Minutes of the previous meeting were adopted, M/S Herman/Bill, carried.
  2. Charles will draft a form letter to be sent out to those person that have sent in letters with comments, ideas, etc. This letter will acknowledge that their comments were received and appreciated.
  3. Copies of the minutes of our meetings as well as copies of other informative material (e.g. master list of ideas) will be sent to the following groups on a regular basis: AMAA, Waterfront Development Committee, Beautification Committee, Township, ANFC, Museum, Chamber of Commerce, Horticultural Society, Legion, Lions, Moose Hall, Kiwanis and the Library.
  4. A procedure for contacting the businesses on Main Street/O'Brien in person was discussed: Toni, Herman, Bill and Helena offered to undertake this task. The appropriate timing for this to happen was discussed; no decision made yet.
  5. It was decided to start working towards one Master Plan, as opposed to two or three. This one Master Plan can be changed as necessary after more input is received from the other groups and from the general public.
  6. A start was made on discussion of all the items on our master list of ideas (up to and including Parking/Traffic).
  7. The photos made of the Main Street business fronts by Mike McKinnon can be used by DARC.
- ❖ Next meeting is on Tuesday, February 9, 1993 @ 7:30 pm.  
Agenda to include: continuation of discussion of master list of ideas.  
Herman's idea



# **Downtown Atikokan Renewal Committee**

## **Minutes of the Meeting of January 18, 1993**

---

Present: Helena Oosthoek, Toni Manchuk, Bill Beyer, Joerg Boileau, Charles Scott

The chair called the meeting to order at 7:10 pm.

### **Newspaper Article**

Charles reported that the Progress had run the press release as a front-page article on January 6, and would do so again on January 13. The January 13 version would have pictures.

Charles distributed two letters that had been received as a result of the article. Helena reported that another resident had given her feedback on improvements, though the area being discussed was the entrance to town.

### **Master List of Projects**

Discussion arose regarding the projects and improvement ideas contained in the existing plans of groups such as the Atikokan Mining Attraction Association (AMAA) and the Waterfront Development Committee (WFD). The committee also discussed the ideas brought forward at the public meeting.

The committee decided that Charles and Helena would prepare a master list of ideas for members to consider. This list would be distributed prior to the next meeting.

The next meeting date is scheduled for Monday, February 1, at 7:30 in the AEDC training room.

The meeting adjourned at 9:20 pm.

D.A.R.C. MEETING \_ December 15, 1992

Present: Helena, Herman, Joerg, Toni, Bill, Don, Charles

Regrets: Garry Mck., Garry G.

Adoption of Previous Minutes - Moved Herman, seconded Charles, passed

Vision Statement (following involved and lengthy discussion):

Downtown Atikokan should be a clean, safe, inviting place where people live, play and meet. It should be the social, commercial and service centre of Atikokan. It should preserve and tell of our history, build community pride, offer a viable environment for business and attract visitors. The goal of D.A.R.C. is to promote this vision of the Downtown.

- 1) Charles will prepare a newspaper item to circulate to all committee members for their reactions. The article is for the Jan. 6/93 edition. The article will include the Vision Statement, selected suggestions about the role of Downtown from previous meetings and methods for public to make suggestions. (telephone AEDC, answering machine at Chamber of Commerce, drop off at Volunteer Centre mailbox, mail to AEDC, etc.)
- 2) Charles will prepare a master list of ideas-to-date for immediate distribution to D.A.R.C. members
- 3) Helena will contact other Groups to get their plans.
- 4) Charles will prepare a revised master list from public input & other groups to be ready for the next meeting.

Next meeting: Monday, January 18, 1993 at 7:30 in the AEDC Meeting Room

Adjourn-Moved by Toni and seconded by Everyone.



## **DOWNTOWN ATIKOKAN RENEWAL COMMITTEE**

### **Minutes of Meeting – November 30, 1992**

**Present:** Helena Oosthoek, Joerg Boileau, Toni Manchuk, Don Radley, Bill Beyer, Charles Scott, Garry McKinnon, Herman Morphet

**Regrets:** Garry Girard

1. Helena Oosthoek was elected to the position of Chairperson.
2. Joerg Boileau volunteered to record the minutes of this meeting.
3. The Committee adopted the name "Downtown Atikokan Renewal Committee" or D.A.R.C.

#### **Motion #1**

Moved by B. Beyer and seconded by T. Manchuk that  
"the role of the Downtown Atikokan Renewal Committee is to prepare a Master Plan for downtown Atikokan."

**CARRIED**

#### **Motion #2**

Moved by B. Beyer and seconded by T. Manchuk that  
"D.A.R.C. will accomplish its goal by consultation with other interested groups and individuals, considering their input and existing plans and by initiating action on the Master Plan."

**CARRIED**

4. Implementation of Motions #1 and #2

We will fulfill our goal as follows:

- 1) Determine the role of downtown and get public input on that role.
- 2) Meet with all groups that have plans or are active in the downtown to find out their plans.
- 3) Identify the potential conflicts and work with the groups to resolve problems.
- 4) Take their plans (after conflicts are resolved) and use them in drafting a Master Plan.
- 5) Take the draft to the public for comment.
- 6) Revise the Master Plan on input when appropriate.
- 7) Repeat steps 1 to 6 as necessary.

Discussion followed on when and how to prepare a vision statement. It was determined that this will be a major undertaking to be tackled at the next meeting.

The date of the next meeting is **Tuesday December 15 at 7:30 p.m.** in the AEDC Training Room.

Agenda to include: Preparing a Vision Statement  
Action steps for involving the public in the Vision

5. The meeting was adjourned at 9:45 p.m.



# Atikokan Futures

## MAIN STREET ATIKOKAN

### Minutes of Meeting – November 24, 1992

#### Task Force Members

Helena Oosthoek  
Joerg Boileau  
Toni Manchuk  
Don Radley  
Garry Girard  
~~Marsha Rydberg~~  
Bill Beyer  
~~Rick Dance~~

#### Ideas

- "in-store" locations for older people to sit
  - merchants to bring articles to shoppers
- advertise in paper
- playground – activity areas for all ages
- places to sit and socialize
- trees
- angle parking
- events board
- handicap access
- traffic control (Marks St. – 4 way)
- carousel
- clock tower
- washrooms (good, clean)
- para access to businesses & services
- Frank's Fries in park setting
- ice cream wagon
- no traffic
- identification signage
- directional signage
- roof over Main Street
- input from teenagers – perhaps through Don McKay's class
- more counter space
- wider distribution of video
- "feebate"
- bring all businesses on board
- mall concept
- band shell/stand
- % of taxes dedicated to Main Street
- year-round trash cans
- "musak"
- wide bicycle trails
- bike racks

## Role of Downtown

- gossip place
- visiting, shopping
- banking
- work
- friendly service
- Post Office
- recreation
- Health services
- education
- cruising
- entertainment
- official meeting place
- entertainment/recreation for children
- cultural events, parades
- special events
- angle parking
- restrooms
- travel trailer station
- \$\$\$\$\$
- property standards
- problem: How to get businesses to participate
- taxes specified for Main Street
- architecture/analyze and work with what we have

**The next meeting of the Task Force will be Monday November 30, 1992 at 7:00 p.m. in the AEDC Training Room.**

## Agenda

1. Select Chairperson/officers/name of organization
2. What groups/areas need to be addressed (boil down feedback)?
3. Time schedule – prioritize (doable at little or no cost)
4. Who do we inform and how (communications/network)? → Public Relations Persons