



Council Report

Report Number:	ED2022-035
Meeting Date:	June 21, 2022
Title:	Report back on Film Processes
Description:	Report back on work completed in the first 6 months of 2022 to establish a Film Office in the City of Kawartha Lakes
Author and Title:	Donna Goodwin, Economic Development Officer – Arts & Culture

Recommendations:

That Report ED2022-035, **Report Back on Film Processes**, be received;

That a By-Law to Regulate Filming Activity in the City of Kawartha Lakes, substantially in the form as attached in Appendix A to this report, be approved and adopted by Council; and

That the Film Production and Processes Guidelines as attached in Appendix B to this report be received for information, to provide guidance for the City's Film Office for film and television productions.

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

At the Council Meeting of January 28, 2021, Council adopted the following resolution:

CR2021-024

That Report 2021-003, **Film Production and Processes**, be received; and

That up to \$40,000 be allocated from the Economic Development Reserve to undertake a Film Production and Processes study with the intent of establishing a municipal film office in Economic Development Division.

Carried

A Request for Proposals to conduct a Film Production and Processes Feasibility Study was issued in March 2021. SKH Consulting was the successful consultant. The study was completed between May and September 2021.

The finding and a work plan were brought forward to the January 25, 2022 Council meeting.

CW2022-006

That Report ED2022-002, **Film Production and Processes Feasibility Findings**, be received;

That Council endorse the findings of the Film Production and Process Study, attached as Appendix A, in principle and direct staff to work to develop a Film and Television Office in the Economic Development Division; and

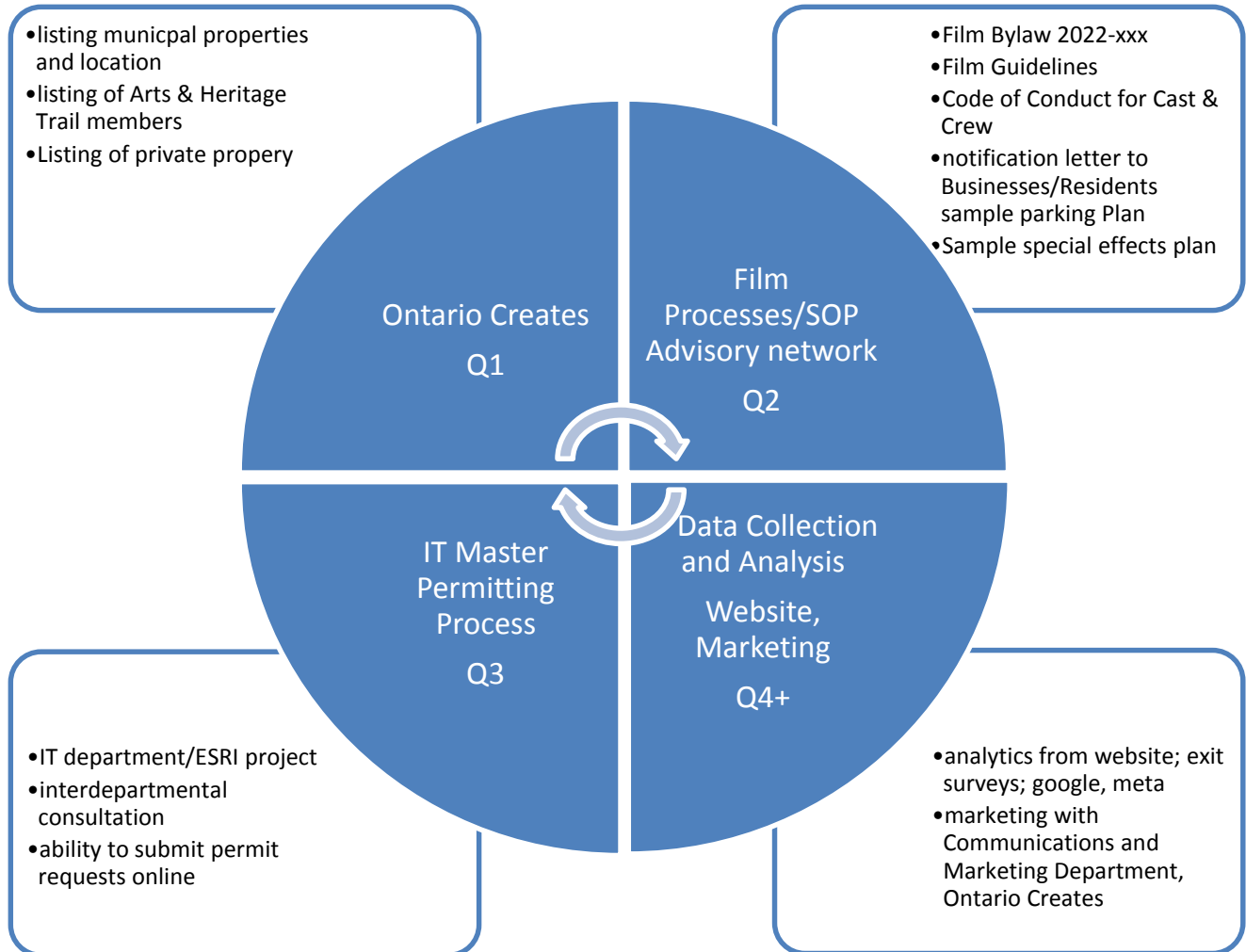
That Council send a Letter of Support for the South Eastern Ontario Production Acceleration Fund to advocate for a Provincial Film Production Incentive Program for southeastern Ontario municipalities.

Carried

This report addresses the need to update council on the activities completed in the Q1 and Q2 2022 work plan and share documentation for their information and implementation.

Rationale:

2022-2023 Work plan



Report back on Q1 and Q2 items:

Partnering with Ontario Creates

Since the approval of the creation of a Film Office within the Economic Development Division, 15 unique locations have been registered with Ontario Creates. Staff have also formalized the City's participation in the Ontario Green Screen program and are members of the municipal /regional town hall meeting.

Advisory Network

Initial findings into the structure of the Advisory Network are favouring the same structure as our Kawartha Lakes Ecosystem Network (KLEN). The KLEN is a multi-organizational group that comes together to discuss economic and workforce issues in the City and beyond. Staff are suggesting that the same framework should be implemented to allow it to grow and morph as the film industry grows and changes in Kawartha Lakes.

Film Bylaw – Industry support and regulation

The By-law contained in Appendix A, being a By-law to Regulate Filming Activity in City of Kawartha Lakes, outlines the regulations around commercial film production and processes in the City of Kawartha Lakes.

Film Guidelines

As attached in Appendix B to this report, staff have generated Guidelines for film production in the City. Much like a management directive, these guidelines outline the various departments, approvals and processes required to film commercial productions on public property in the City. For production companies, accessing such information in this format will support the 'one stop shop' for film permitting and production processes, location scouts request. Included in the guidelines are topics such as: the application process, permitting details and conditions, fees for activities and use of municipal property, insurance requirements, and, acknowledgements.

Other Alternatives Considered:

N/A

Alignment to Strategic Priorities

This aligns to Strategy 2.5 An Exceptional Quality of Life in the 2020-2023 City of Kawartha Lakes Strategic Plan; Community Building through: the enhance community involvement, update and execute the Cultural Master Plan and support and promote arts, culture and heritage.

The study also aligns with the 2020-2030 Cultural Master Plan (CMP) 3.2 Priority Two: Address Local Factors Inhibiting Cultural Sector Growth that directs us to look at local conditions, municipal zoning and other regulations, as well as regional factors that

significantly affect the health and success of cultural sector businesses and non-profit organizations in Kawartha Lakes.

The recommended activities support Objective 3: there is effective inter-departmental consideration of the cultural dimensions of development and City operations as the office would establish a structure and process for inter-departmental communication with respect to the implementation of the CMP and to encourage a cultural lens for new development and municipal projects.

It would also expand Cultural Sector Funding Options as outlined in 3.4 Priority Four Objective 2 that cultural organizations build in a revenue stream in their business plans to improve financial sustainability by developing activities to include new revenue streams in their business plans (i.e. museum space rentals for events, ticketing for special events, historic book publishing, filming on museum sites, behind the scenes VIP experiences).

Finally, it aligns with all five goals of the Kawartha Lakes Economic Development Strategy:

1. Adopt a City-wide focus
2. Grow specific business sectors
3. Encourage a positive community business culture
4. Align and inspire City resources
5. Attract and retain a new generation of great entrepreneurs and workforce

Financial/Operation Impacts:

The Kawartha Lakes Film + Television Office has become a function of the Economic Development Division and has been incorporated in existing work plans.

At the December 7, 2021 Special Council meeting, Council passed the 2022 budget which included funds to develop a film permitting process for the film and television industry through the IT department.

Consultations:

Deputy Clerk, Clerks Office

Manager Municipal Law Enforcement, Municipal Law Enforcement and Licensing

Manager, Realty Services, Realty Services Division

Community Partnership & Programs Supervisor, Parks and Recreation Division

Senior Accountant, Treasury Department
Insurance Risk Management Coordinator, Insurance and Risk Management Division
Business Analyst, Information Technology
Director of Public Works, Public Works Department
Fire Prevention Inspector, Kawartha Lakes Fire Department
Deputy Chief, Kawartha Lakes Police Services,
Manager Building and Properties, Building and Property Division
Communications, Advertising and Marketing Manager, Communications, Advertising and Marketing Division
Senior Management Team
Ontario Creates; Ministry of Sport, Culture and Heritage Industries

Attachments:

Appendix A – Film By-Law



2022 Film By-La
City of Kawartha

Appendix B –Film Guidelines



Film -2022 Guidel
City of Kawartha

Department Head email: rholy@kawarthalakes.ca

Department Head: Richard Holy, Director Development Services