

DOWNTOWN KINGSTON BIA

BOARD OF MANAGEMENT MEETING AGENDA

Wednesday, March 20, at 6:00 pm – Station View Room at City Hall

INVITED MEMBERS: Christine Ray Bratt (Chair), Gord Dalton (Vice-Chair) Ed Smith (Past Chair), Nick Waterfield (Treasurer), Melissa Eapen-Bell, Gennaro DiSanto, Cyndy Gibson, A.J. Keilty, Nicole Kemp, Yasmine Nassereddine, Stephanie Quick, Alexander Splinter, Steve Wallace, Tina Yan, Councillor Vincent Cinanni, Councillor Gary Oosterhof, Councillor Gregory Ridge, Wessam Ayad

LIAISONS: Rob Tamblyn-Kingston Economic Development, Lanie Hurdle – City of Kingston, Megan Knott – Tourism Kingston

STAFF PRESENT: Marijo Cuerrier, Faith Cassleman, Sierra, Nayeli Salazar, Katie Woodcock, Josh Morgan

OTHERS PRESENT: Bev Allinson, Bryon Springer

REGRETS: Rob Tamblyn, Lanie Hurdle, Megan Knott, Gord Dalton, Melissa Eapen-Bell, A.J. Keilty, Councillor Gary Oosterhof, Wessam Ayad

NEW *indicates an attachment is included.

1. WELCOME, CALL TO ORDER

1.1 Confirmation of Start Time – 6:00 p.m.

1.2 Land Acknowledgement read by the Chair:

Respectfully acknowledging that downtown Kingston resides on land which is the traditional territory of the Huron Wendat, Anishinaabe and Haudenosaunee, we work towards deeper understanding by engaging in relationship and teaching.

1.3 Roll Call & Confirmation of Quorum

1.4 Chair Remarks

1.5 Additions to the Agenda

- Pop-up Patio Agreement
- Food Truck Bylaw Waiver

1.6 Declaration of Pecuniary Interests

2. APPROVAL OF AGENDA

2.1 Motion to approve March 20, 2024, Agenda as presented.

Moved by: Vincent Cinanni

Seconded by: Gennaro DiSanto

CARRIED

3. DELEGATIONS

3.1 Bryon Springer- Ontario and Market St Pedestrianization

4. APPROVAL OF BOARD MEETING MINUTES

4.1 Motion to approve February 21, 2024, Board Meeting minutes as presented*

Moved by: Steve Wallace

Seconded by: Ed Smith

CARRIED

5. EXECUTIVE COMMITTEE MINUTES

5.1 Executive Committee Minutes – March 12, 2024*

Motion to approve all actions and decisions taken.

Moved by: Ed Smith

Seconded by: Cyndy Gibson

CARRIED

6. PARTNER REPORTS

6.1 Motion to accept included Tourism Kingston, Kingston Accommodation Partners, and Kingston Economic Development Corporation updates*

Moved by: Vincent Cinanni

Seconded by: Nick Waterfield

CARRIED

7. EXECUTIVE DIRECTOR'S REPORT

7.1 Motion to receive the Executive Director's Report*

Moved by: Gennaro DiSanto

Seconded by: Gregory Ridge

CARRIED

8. FINANCIALS- N/A

8.1 Reminder: Q1 Financial Report will be reviewed in May.

9. ONTARIO AND MARKET STREET TRAFFIC STUDY

9.1 The Executive Committee is recommending that a peer review of the Traffic Study and the Socio-Economic Assessment be completed after the Socio-Economic Assessment is done by the City of Kingston (scheduled for completion in April).

~~Motion to approve the Staff Report recommendation to request a peer review after the Socio-Economic Assessment is completed.~~

Amended Motion:

Motion to approve a request to the City of Kingston CAO, Lanie Hurdle for a peer review of the completed Ontario and Market Street Traffic Study as soon as possible and the Socio-Economic Assessment, once finalized and that the City of Kingston allocate the necessary funding for this peer review process.

Note: Final written motion above was approved via email by Cyndy Gibson and Gennaro DiSanto.

Moved by: Gennaro DiSanto

Seconded by: Cyndy Gibson

CARRIED

- Discussion from the floor:
 - In light of the response from Town Halls and public meetings, we recommend that peer reviews be conducted for all studies as a matter of due diligence.

10. Q2 AND Q3 STRATEGIC PRIORITY PRESENTATION

11. UPDATES/DISCUSSIONS:

11.1 Solar Eclipse Update

11.2 Committee Report Drafts

11.2.1 Safety and Security Update

11.2.1.1 Crime Report, Foot Patrol Officer Update and Task Force notes.

11.2.2 Retail (March)

11.2.2.1 Notes and Gift Card Report.

12. OTHER BUSINESS?

Added agenda items:

- Pop-up Patio Agreement

Motion for the BIA to facilitate the pop-up patio program by acting as an intermediary between the vendor, Patios Inc., and the patio operator. In this capacity, the BIA will provide support and guidance to ensure seamless communication between the parties involved. It is understood that all contractual agreements and financial transactions will be conducted directly between the vendor, Patios Inc., and the patio operator. By supporting this program, the BIA aims to contribute to the enhancement of the local community and foster economic growth through the promotion of vibrant outdoor spaces.

Note: Final written motion above was approved via email by Ed Smith and Gennaro DiSanto.

Moved by: Ed Smith

Seconded by: Gennaro DiSanto

CARRIED

- Food Truck Bylaw Waiver

- Members expressed concern regarding a food truck occupying downtown (could negatively affect restaurants owned by members).
- **ACTION ITEM:** Marijo to speak with the city to request another month to address stakeholder concerns.

13. ADJOURNMENT

13.1 Adjournment of meeting- 8:29 p.m.

Motion to adjourn.

Moved by: Gregory Ridge

Seconded by: Cyndy Gibson

CARRIED

ACTION ITEMS:

- Marijo to speak with the city to request another month to address stakeholder concerns.