

# DOWNTOWN KINGSTON! BIA

## BOARD OF MANAGEMENT MEETING AGENDA

Wednesday, March 16 2022 at 6:00 pm

Location: Seaway Coworking: 310 Bagot St

(Hybrid link available by request)

**Board of Management Members:** Erin Allen, Bev Allinson, Sean Billing, Christine Ray-Bratt, Maria Cronk, Melissa Eapen-Bell, Richard McNevin, Tim Pater, Ed Smith (Chair), Julie Tompkins, Steve Wallace, Nick Waterfield, Councillor Wayne Hill, Councillor Gary Oosterhoff

**Staff Present:** Marijo Cuerrier, Michèle Langlois, Jan MacDonald, Angela Winkler

**Others Present:**

**Regrets:**

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### 1. Welcome, Call to Order

- 1.1. Confirmation of Start Time
- 1.2. Roll Call & Confirmation of Quorum
- 1.3. Chair's Remarks:
  - 1.3.1. Introduce Angela Winkler, Office Administrator
- 1.4. Additions to the Agenda
- 1.5. Declaration of Pecuniary Interests

### 2. Approval of Agenda

- 2.1. Identification of any in camera items

Motion to approve agenda as presented

Moved by:                      Seconded by:

### 3. Delegation

None

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#### 4. Approval of Minutes

Motion to approve February 16, 2022, minutes as presented

Moved by:                      Seconded by:

#### 5. Consent Items

5.1. Approve all decisions and actions taken by Executive Committee at the March 8 2022 meeting (Draft Minutes supplied in package)

5.2. Accept included Tourism Kingston, Kingston Accommodation Partners, and Kingston Economic Development Corporation updates

Motion to approve consent items as presented

Moved by:                      Seconded by:

#### 6. Executive Director & Departmental Reports

Motion to approve each of the Executive Director and Departmental Reports as presented

Moved by:                      Seconded by:

#### 7. Monthly Financials

Not available (may have by meeting)

#### 8. Reports and Discussion Items

8.1. Downtown Improvement Plan Discussion (note: Important to review prior to meeting, the report is included in your package)

8.2. Ontario and Market St. Closure discussion ([link to article and video](#))

8.3. Garbage Report (to come)

8.4. Brand Sneak Peak

The new brand was presented to the board on Wednesday and was well received by all in attendance. We are seeking a motion to approve moving ahead.

Motion to approve moving ahead with brand as presented.

Moved by:                      Seconded by:

[Member Bulletin](#) • [Downtown Dish](#) • [Member HUB](#) • [Facebook Members HUB](#)

**Objectives:** Improve organization structure • Improve member communications  
Improve member relations • Maintain downtown environment

## 8.5. Rainbow Registration

An opportunity for the Downtown Kingston BIA to become Rainbow Registered by the CGLCC is available at no charge. As a part of this process LGBT+ training for staff and board members is available. More information here: <https://www.cglcc.ca/programs/rainbow-registered/>

Motion to approve pursuit of Rainbow Registration for Downtown Kingston BIA and enroll the staff and board in LGBT+ training. Training date availability should the motion pass is March 31 or April 4.

Moved by:            Seconded by:

## 8.6. Davis Tannery development discussion. (Public Notice in Board package)

## 8.7. Staff Report on recommendation of a revised Mission, Vision and Values (in package)

Motion to approve changes in mission, vision and value

Moved by:            Seconded by:

## 8.8. Celebrate Summer Extended Patio Subsidy Discussion

This summer members are being charged for extended patios. Some members are struggling. Should the BIA play a role?

## 8.9. Board confidentiality discussion

# 9. New Business

# 10. Adjournment of meeting

Motion to adjourn

Moved by:            Seconded by:

[Member Bulletin](#) • [Downtown Dish](#) • [Member HUB](#) • [Facebook Members HUB](#)

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