

DOWNTOWN KINGSTON BIA

BOARD OF MANAGEMENT MEETING MINUTES

Wednesday, April 17, 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, Jan MacDonald, Pete Gillespie, Katie Woodcock

OTHERS PRESENT: J. Joly, Jason O’Brien

REGRETS: Rob Tamblyn, Nicole Kemp, Yasmine Nassereddine, Stephanie Quick, Steve Wallace, Gary Oosterhof, Gennaro DiSanto, Wessam Ayad, Rob Tamblyn, Megan Knott

NEW *indicates an attachment is included.

1. WELCOME, CALL TO ORDER

1.1 Confirmation of Start Time – 6:03 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

- Downtown Foot Patrol Officer MOU
- Food Truck at Confederation Park

1.6 Declaration of Pecuniary Interests

2. APPROVAL OF AGENDA

2.1 Motion to approve April 17, 2024, Agenda as presented.

Moved by: Vincent Cinanni

Seconded by: Cyndy Gibson

CARRIED

3. DELEGATIONS

3.1J. Joly- Kingston Film Studio

4. APPROVAL OF BOARD MEETING MINUTES

4.1 Motion to approve March 20, 2024, Board Meeting minutes as presented*

Moved by: Melissa Eapen-Bell

Seconded by: Ed Smith

CARRIED

5. EXECUTIVE COMMITTEE MINUTES

5.1 Executive Committee Minutes – April 9, 2024*

Motion to approve all actions and decisions taken.

Moved by: Gord Dalton

Seconded by: Melissa Eapon-Bell

CARRIED

6. PARTNER REPORTS

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

Moved by: Tina Yan

Seconded by: Vincent Cinanni

CARRIED

7. EXECUTIVE DIRECTOR'S REPORT

7.1 Motion to receive the Executive Director's Report*

Moved by: Nick Waterfield

Seconded by: Ed Smith

CARRIED

8. FINANCIALS- N/A

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

8.2 Audit (Pending Completion).

- The audit will be available soon.

9. CELEBRATE SUMMER PRESENTATION

10. UPDATES/DISCUSSIONS:

10.1 Solar Eclipse Debrief

10.2 Flowerbed Sponsorship

10.2.1 Update

- 17 are confirmed out of the 31 available.
- The corner of King St and Princess St. will be a children's flowerbed sponsored by Braebury Properties.

10.2.2 BIA Board of Management Sponsorship

- Motion for the Board of Directors to raise funds internally to sponsor a flowerbed for a total of \$650.00.
 - All are in favour.

10.3 Gift Card Program Update

10.4 Committee Report Drafts*

10.4.1 Community Spaces Committee Meeting Minutes (April)

10.4.2 Clean and Safe (April)

10.4.2.1 Meeting Minutes

10.4.2.2 Crime Report

10.4.2.3 Welcoming Streets Report

10.4.2.4 Foot Patrol Officer Update

10.4.2.5 Community Task Force Meeting Minutes

10.4.3 Retail AWG (April)

10.4.3.1 Meeting Notes

10.4.3.2 Gift Card Report (Q1)

Items Added to the Agenda:

- Downtown Foot Patrol Officer Pilot

Motion to approve the Memorandum of Understanding as presented between the Kingston Police and the Downtown BIA for a one-year pilot officer in the Downtown Core.

Moved by: Ed Smith

Seconded by: Gregory Ridge

CARRIED

- Food Truck in Confederation Park
 - It was proposed that Lanie Hurdle and Marijo work on this together before any further discussion or decisions are made by the BIA Board.

11. OTHER BUSINESS?

12. ADJOURNMENT

12.1 Adjournment of meeting- 7:41 p.m.

Motion to adjourn.

Moved by: Ed Smith

Seconded by: Nick Waterfield

CARRIED