

DOWNTOWN KINGSTON! BIA
BOARD OF MANAGEMENT MEETING

BOARD MEETING DATE:

EXECUTIVE DIRECTOR REPORT

1. BOARD
2. TEAM/OFFICE
3. PLANNING
4. PEDESTRIAN COUNTS
5. FINANCES
6. SAFETY & SECURITY
7. BEAUTIFICATION
8. COMMITTEES
9. EQUITY, DIVERSITY & INCLUSION
10. PARTNERS
11. SPECIAL PROJECTS

BOARD

Board Recruitment:

Taken from Executive Committee Minutes:

1.5 Recruitment Strategy for Board

1.5.1 In order to place some structure re: strategic and professional recruitment, an Ad Hoc Committee was agreed to. Ed Smith, Melissa Eapen-Bell and Richard McNevin agreed to serve. Marijo will draw up terms of reference.

1.5.2 It would be helpful to know the intentions of individual Board members re: the upcoming Board term

I believe that the recruitment of board members for the organization is critical for our future success and the first step in a succession plan for the board. I have asked the Executive Committee to support me in the creation of an ad-hoc committee to concentrate on a recruitment strategy so that we can form the strongest board possible, with the inclusion of plans for mentoring new members. It's almost June and nominations are only 6 months away. To create and execute an effective strategy in time, I would recommend that this be made a priority for the board.

Click for recommended Terms of Reference to be reviewed by committee at first meeting: [COMMITTEE TERMS OF REFERENCE Nominating Committee.docx](#)

TEAM/OFFICE

Staff planning sessions, held in the Seaway boardroom on April 27-29, not only helped to bring our team closer together by going through the 16-personalities workshops, but also helped to set the organization's direction beyond the rebrand, laying the foundation for a more detailed plan for our future. I had hoped to share the results of our meetings with you at the board meeting, but I need more time to create something meaningful.

PLANNING

Nothing to report

PEDESTRIAN COUNTS

[See Dashboard here](#)

FINANCES

Michele and I have been working with Jessica Breckenridge at the City for a few months to finalize a revised budget (included in the agenda for discussion) based on more accurate forecasting. This is important because when we set the budget back in November, we were in a state of transition and were not confident in how everything would look once we had staff in place. The new budget recommendation that you will be reviewing is based on our new staffing model as well as a more in-depth look at what revenue additions we could count on and where our money was best spent. Pete's presentation is a good example of the result of reallocating funds to where they are needed. We also revisited all the general ledger coding and restructured it to better reflect our budget. We are restricted by the City of Kingston coding, but the new coding should make administration of our finances a bit easier going forward.

Lastly, I asked the City to upload our amended budget for this month's reports, in anticipation of board approval. This is a risk, but it was the only way to be able to provide reports this month without a lot of additional work.

SAFETY & SECURITY

We currently have a critical situation on our streets. The increase in the street-involved individuals is overwhelming not only for our members and their employees, the office and our visitors, but also for our support systems that are designed to assist. It is not the individual that is the problem, but the behaviour that has become intolerable.

Things like: multiple shopping carts and garbage, outwardly offensive behaviour, such as yelling, threatening, the use of foul language, drug dealing, drug use, prostitution, defecating, urinating, and spitting, regular fighting between individuals.

I have been meeting once weekly with the City of Kingston Bylaw office, our dedicated Bylaw officer, Ryan Burns, our Kingston Police liaison, Constable Colangeli, Jay Nowak from Home Base Housing, and Krista Leclair from KAP to review safety and security challenges in the downtown core. Next week, if the two new dedicated Street Outreach staff are trained, they will join us.

The current process for active situations that I am alerted to is as follows:

- Details are communicated
- Email to Bylaw Enforcement COK, emails from us are given priority by the manager, and are monitored 7 days a week
- Text or phone call to Street Outreach
- Text to Constable Colangeli
- If needed, Kingston Police Admin line, or 911
- If any of the first three organizations can attend, they do so and let me know if they were able to resolve

As of last week, I have started to document the incidents. [Click to review.](#)

I also keep documented images and video here: [Reference Photos SII](#)

What is glaringly apparent is that many situations like the ones listed above are very challenging to resolve, and oftentimes are not.

Reasons:

- The individuals are not interested in services – including housing
- They have come to depend on downtown visitors to give them money and food
- Downtown is where others that depend on them for drugs know they can find them
- Pan-handling bylaw is not enforced
- No loitering bylaw
- Most have advanced mental health and addiction challenges that are not being addressed. Agencies like Home Base Housing, AMHS, and ACT, are all voluntary (the individual has to be willing) and the individuals downtown are not interested. So that leaves the downtown core community to deal with individuals who can be the most difficult to deal with

Conclusion: We need to strategize on immediate solutions for the management of a growing problem that will damage the downtown experience. The voice of downtown property owners, businesses and their employees, residents, and visitors has to be heard. The message has to be carefully crafted, and decisions need to be made as to how the

communication is used in order to incite change. I have a few key members interested in being involved in a solution. I will talk more about this in our Board meeting.

BEAUTIFICATION

Click here top review: [Floral Budget.xlsx](#). All confirmed plantings will be executed the first week of June. We still don't have a solution for a few items that you can see at the bottom of the spreadsheet. I am waiting for a quote.

Seven [Big Belly Compactors](#) have been ordered by the City for downtown. They will be here near the end of summer. Additional garbage containers will be installed over the next few weeks to help accommodate the increase of garbage as our pedestrian counts increase.

The City is working on the possibility of being able to fund 15 picnic tables in SMS.

Parklets have been installed. Stools are in place, branded banners are being designed, benches painted our brand colours will be installed next week.

Our current Street Crew and new Summer Students are working together to keep the streets clean. I am looking into increasing sidewalk power washing from every 2 weeks to once a week. Members also need to take responsibility for the sidewalk's cleanliness on a day-to-day basis.

COMMITTEES AND WORKING GROUPS

Nothing to report, other than I need some support to keep these meaningful.

EQUITY, DIVERSITY AND INCLUSION

Nothing to report

PARTNERS

Thank you to KAP and Tourism Kingston for contributing \$2500 each for the Downtown K-town Runaround event on May 30.

OTHER

Thank you to KAP and Tourism Kingston for contributing \$2500 each for the Downtown K-town Runaround event on May 30.

We are up to 70 guests for "Not your Average SGM". My personal goal is 200. You can help by signing up, and talking to other members. We will provide you with physical invites at the Board meeting. [Here is the link to register.](#)

SPECIAL PROJECTS

1. Land Acknowledgement: Here is a document that Grandmother Kathy has created for us to think about: [Making Land Acknowledgements Meaningful.docx](#). More details provided at the Board meeting.
2. Policies & Procedures: Committee is working on it. An update from a board member on the committee would be most accurate.