

Executive Directors Report

Board of Management Meeting: May 15, 2024

Submitted by Marijo Cuerrier, Executive Director

1. Current significant issues

This is the section for issues, internal or external, with long-term consequences for the organization.

a. Internal

- ✓ 2023 Draft Audit reviewed
- ✓ Draft Financial Policies complete
- ✓ Q1 financial reports reviewed
- ✓ All eligible staff onboarded to new insurance provider, Benefits by Design
 - Savings of \$41,000, or 51% from budgeted amount

b. External

- **Patios:** Most patios will be up and running by the board meeting. This year went much smoother than the previous 2 years.
- **Ice Rink:** The rink was not used a lot but those that used it all had positive things to say. Next steps for improvement of the winter ice rink in Springer Market Square will be led by the municipality.
- **La Salle Causeway:** Tourism Kingston and Kingston Accommodation Partners have been leading advocacy efforts for the La Salle Causeway Closure, although I have been closely monitoring and sharing our pedestrian counts and some of our regular CBC contacts have reached out to find out what is going on. [Please view the effects of the closure on our pedestrian counts here.](#)
- **Downtown Kingston Media:**
 - ✓ April 12 - CBC's All in a Day with Alan Neal | Topic: Artificial Ice Rink
 - ✓ April 15 – CBC Radio One Ontario Morning | Topic: Artificial Ice Rink
 - ✓ May 9 - CBC's All in a Day with Alan Neal | Topic: La Salle Causeway
 - ✓ May 10 – CBC Ottawa Digital | Topic: La Salle Causeway
- **Urban Racks:** Eight racks will be installed permanently outside of Chown parking garage, across the street from Hotel Dieu. Remaining rack locations are to be determined.

2. General Matters for Board acknowledgement

Any matter which the ED wants to bring to the Board's attention for information and is unlikely to require discussion. A place for news about staff, new funding received, etc.

- a. AGM, Wednesday, May 29th, 6-8 pm. We hope to see you all there.
 - a. [Click to register](#)

- b. I attended the following partner, committee, advisory and planning meetings since we last met:
 - a. Biweekly Community Task Force
 - b. CSAE Summer Summit Showcase Committee meeting
 - c. Horticultural Society planning for Blooms
 - d. Retail AWG
 - e. KEYS Welcome Night
 - f. Biweekly Boots on the Ground
 - g. Two CFIB meetings
 - h. Development and Intensification Committee Meeting
 - i. Accommodations Committee Meeting
 - j. Tourism Kingston Board Meeting
 - k. CAO Hurdle Monthly Meeting
 - l. Mayor Paterson bimonthly Meeting
 - m. ORHMA Meeting
 - n. Bike Rack onsite meeting
 - o. OBIAA Gala, Mississauga
 - p. Wolfe Island Hotel Meeting
 - q. Press Conference La Salle Causeway
 - r. Curtains Up – new monthly meeting with Public Works, Rec and Leisure and Arts & Culture at the City
 - s. Urban-Blu self-cleaning public washroom
 - t. Clean and Safe Committee Meeting
 - u. Two meetings with volunteer advocates for ICH

3. Progress on goals/strategic plan implementation

Recommendation that we have a June Strategic Priorities meeting.

4. Upcoming Events

MAY				
Homegrown Live	Saturday, May 4, 2024	Saturday, May 4, 2024	Third Party	Downtown Wide
Stories in the Square	Thursday, May 16, 2024	Thursday August 29, 2024	Third Party	Market Square
Mother's Day	Sunday, May 12, 2024	Sunday, May 12, 2024	Recognized Days	NA
Bistro in the Square Launch	Monday, May 13, 2024	Friday, May 17, 2024	BIA Production	Market Square
RMC Graduation	Thursday, May 16, 2024	Thursday, May 16, 2024	Third Party	
Celebrate Summer Launch	Friday, May 24, 2024	Friday, May 24, 2024	BIA Production	Downtown Wide
Summer Fun on Sydenham Launch	Thursday, May 23, 2024	Tuesday, Sept 3, 2024	BIA Production	Sydenham Street
Queens's Graduation	Friday, May 24, 2024		Third Party	
Montreal St Coll. Vintage Market	Sunday, May 26, 2024	Sunday, May 26, 2024	Third Party	Montreal Street
Spring Reverb	Thursday, May 30, 2024	Sunday, June 2, 2024	Third Party	KPP

- a. Full Calendar:
 - i. [2024 Downtown Kingston Events Calendar.xlsx](#)

5. Key Accomplishments

Accomplishments the Board should be aware of and have not been captured elsewhere in the ED Board report. This section may include narrative and/or statistics but should not be an activity report.

1. Two Awards of Excellence at this year's OBIAA Awards Gala
 - a. Special Events: Waawaateg: Northern Lights and Indigenous Storytelling 2023
 - b. Marketing: Holiday Advent Calendar 2023
2. Blooms – the Flowerbed Project
 - i. Confirmed Corporate Sponsors: 26
 - ii. Confirmed In Memoriam: 2
 - iii. 3 flowerbeds left to sell
 - iv. Confirmed Volunteers: 30
 - v. Planting dates: Saturday, June 1, Sunday June 2. Please consider joining us for this community event.

8. Pedestrian Counts

Pedestrian counts are now included as a report in your board package.

1. Here is the link: [05-12-2024 Pedestrian Counts.pdf](#)
2. For more details you can also access the Pedestrian Counter Dashboard on your computer.
Website: <https://www.eco-visio.net/v5/login>
User Name: BIABoard Password: DowntownKingstonis#1!