

Wednesday, January 19, 2022 at 6:00 pm

1. Welcome, Call to Order

- **Board Members Present:** Erin Allen, Bev Allinson, Julie Tompkins, Ed Smith (Chair), Steve Wallace, Nick Waterfield, , Christine Ray-Bratt, Melissa Eapen-Bell, Councillor Wayne Hill, Councillor Gary Oosterhof, Maria Cronk, Sean Billing
- **Absent:** Richard McNevin, Tim Pater
- **Staff Present:** Marijo Cuerrier, Michèle Langlois, Jan MacDonald, Pete Gillespie
- **Others Present:** Krista LeClair, Donna Gillespie, Nour Mazloun, Lanie Hurdle
- **Items Previously Circulated:**
 - Board Minutes – November 17, 2021
 - Executive Minutes – January 11, 2022
 - ED Report
 - Department Reports
 - Kingston Conference Hotel Centre Research Paper
 - Partner Reports - EcDev and TK
- Declaration of Pecuniary Interests: none

2. Approval of Agenda

Motion to approve agenda as amended

Moved by: Councillor Hill Seconded by: Sean Billing

CARRIED

*Correction to the spelling of Nick Waterfield's last name noted

3. Approval of Board Minutes

Motion to approve minutes of November 17, 2021, as presented

CARRIED

4. Consent Items

- Noted by Donna Gillespie of Kingston EcDev that the My Main Street program is hiring 2 ambassadors for downtown led by Rob Tamblyn

Motion to approve consent items as presented

Moved by: Councillor Hill Seconded by: Bev Allinson

CARRIED

5. ED report

- Kingstonlicious: challenge getting off the ground due to restrictions on restaurants
- Staff has completed a planning session for 2022 and will be meeting soon to discuss a version of LKM 3.0
- 2 roundtable sessions will be held in February. The first on Feb 2nd will focus on the vulnerable in our community – 18 signups to date. Second on Feb 8th is for member discussion of summer planning - a new application process for patios is going to council soon.
- New department budgets are being worked on – process is about 50% complete.
- My Main Street Activator grant application going in for a bike locking system downtown.
- Rebrand work is underway and going well
- Street crew – currently working 15 hours per week. Working with the City to have a joint street crew this summer
- Invites for new committee meetings going out this Friday
- Policies and Procedures – vetting two qualified people to tackle this

Motion to approve each of the ED and Departmental Reports as presented.

Moved by: Steve Wallace Seconded by: Julie Tompkins

CARRIED

6. Monthly Financials

- Will be distributed once received

7. Reports and Discussion Items

- Event dates: typically event dates for the next 5 years are approved at this time. Will be in next month's package
- Election 2022: looking for new board members with specific abilities. Process will be looked into. Suggestion that exit interviews continue to be conducted as board members resign or leave and that current board members be interviewed as well.
- Kingston Conference Centre: Krista reported that results of the most recent study go to council on February 15th as an information report. She will send reports to Marijo for distribution. Next steps will include direction from council to staff. Preferred location is downtown.

Motion to approve the Conference Centre Feasibility study, in principle.

Moved by: Maria Cronk Seconded by: Councillor Oosterhof

CARRIED

8. New Business

- New staff are in the office – suggestion a meet/greet with them or drop in and say hi!
- Job offer made and accepted for Administrator position
- Note to commend the City of their swift snow removal following the snowstorm. Street crew has done an excellent job of snow removal as well.
- Social media report : over 200 posts over 61 days during November and December with 135 downtown businesses tagged

9. Adjournment

Motion to adjourn.

Moved by: Councillor Oosterhof Seconded by: Sean Billing

CARRIED