

## DOWNTOWN KINGSTON BIA

# BOARD OF MANAGEMENT MEETING AGENDA

Wednesday, January 18, 2023 at 6:00 pm

**INVITED MEMBERS:** Ed Smith (Chair), Nick Waterfield, Melissa Eapen-Bell, Christine Ray Bratt, Gord Dalton, Gennaro DiSanto, Cyndy Gibson, A.J. Keilty, Nicole Kemp, Colin Morris, Yasmine Nassereddine, Stephanie Quick, Alexander Splinter, Steve Wallace, Tina Yan, Councillor Vincent Cinanni, Councillor Gregory Ridge

**LIAISONS:** (Ex-Officio): Rob Tamblin-Kingston Economic Development, Lanie Hurdle – City of Kingston, Krista Leclair – Kingston Accommodation Partners

**STAFF PRESENT:** Marijo Cuerrier, Michèle Langlois, Angela Winkler

**OTHERS PRESENT:**

**REGRETS:**

### EXECUTIVE PACKAGE INCLUSIONS

Board Meeting Minutes – December 14, 2022  
Exec Minutes – January 10, 2023  
Board Orientation Procedure – 2023  
Draft Board Meeting “Governance Calendar”  
Board member Code of Conduct

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## 1. WELCOME, CALL TO ORDER

- 1.1 Confirmation of Start Time
- 1.2 Roll Call & Confirmation of Quorum
- 1.3 Additions to the Agenda
- 1.4 Declaration of Pecuniary Interests
  - 1.4.1 Chair’s Remarks

## 2. APPROVAL OF AGENDA

- 2.1 Motion to approve January 10, 2023 Agenda as presented
    - Moved by:
    - Seconded by:
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### 3. APPROVAL OF BOARD MEETING MINUTES

3.1 Motion to approve December 14, 2022 Board Meeting minutes as presented

Moved by:

Seconded by:

### 4. COMMITTEE REPORTS/RECOMMENDATIONS

4.1 Executive Committee Minutes – January 10, 2022  
Motion to approve all actions and decisions taken

To highlight:

- Term of Chair
- HR Committee **makeup**

Moved by:

Seconded by:

5. INTRODUCTIONS – Liaisons/Ex Officio members – Rob, Krista, Lanie

### 6. NEW BOARD ORIENTATION

- 6.1. Procedure
- 6.2. Calendar
- 6.3. Binder
- 6.4. Code of Conduct/Confidentiality
- 6.5. Strategic Planning – what is it?, recent history, 2023-2026 strategy
- 6.6. Chair’s comments

### 7. PEDESTRIAN ONLY STREETS - next steps:

- 7.1. Letter to CAO and Commissioner Brad Joyce
- 7.2. circulation for comment
- 7.3. Board approval (via email)
- 7.4. next meeting(s)

### 8. CHAIR AND EXECUTIVE POSITIONS

### 9. IN CAMERA?

### 10. OTHER BUSINESS?

### 11. ADJOURNMENT

11.1. Adjournment of meeting

Motion to adjourn

Moved by:                      Seconded by: