

DOWNTOWN KINGSTON BIA

BOARD OF MANAGEMENT MEETING MINUTES - DRAFT

Wednesday, August 16th, 2023, at 6:00 pm – Station View Room, City Hall

MEMBERS PRESENT: Christine Ray Bratt (Chair), Ed Smith (Past Chair), Nick Waterfield (Treasurer), Melissa Eapen-Bell, Gennaro DiSanto, Cyndy Gibson, A.J. Keilty (virtually), Nicole Kemp, Alexander Splinter (virtually), Steve Wallace, Councillor Vincent Cinanni, Councillor Gregory Ridge

LIAISONS: Lanie Hurdle – City of Kingston

STAFF PRESENT: Marijo Cuerrier, Michèle Langlois, Pete Gillespie, Jason Wilde (Delegation)

OTHERS PRESENT:

REGRETS: Angela Winkler, Gord Dalton, Colin Morris, Yasmine Nassereddine, Stephanie Quick, Tina Yan, Rob Tamblyn, Magan Knott

BOARD PACKAGE INCLUSIONS

Board Meeting Minutes – June 21, 2023
Exec Minutes – August 8, 2023
Financial Report Summary
Partner Reports
ED Report
Community Spaces (Committee Report)
Embrace the Season Installation Report

1. WELCOME, CALL TO ORDER

1.1 Confirmation of Start Time – 6:01 pm

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

- A sincere Thank you to Board members for attending and participating these last 8 months since the election.
- Note that there is a sign-up form at the exit for Committees and Advisory Working Groups – ideally want to have at least one Board member per committee. More information to come before September’s Board meeting.

1.5 Additions to the Agenda – Delegation - Jason Wilde, Welcoming Streets Steward, DK

1.6 Declaration of Pecuniary Interests - None

2. APPROVAL OF AGENDA

2.1 Motion to approve August 16th, 2023, Agenda as presented.

Moved by: Nick Waterfield

Seconded by: Melissa Eapen-Bell

CARRIED

3. DELEGATIONS – Jason Wilde – Welcoming Streets Steward

- Jason introduced himself. Began with the pilot program July 3, 2023. Has an extensive background working with mental health & addictions, homelessness, corrections, and law enforcement.
- Has been on the streets and has made various observations to date, including: more men than women – but at-risk women population is growing, which is alarming. Average age 30-54 yrs. Most on ODSP or OW. He and partner Hailey are building rapport with businesses and the street involved and have had several successes.
- Businesses and Board members are invited to contact Jason anytime and he will do everything he can to help resolve any problems or concerns.

4. APPROVAL OF BOARD MEETING MINUTES

4.1 Motion to approve June 21st, 2023, Board Meeting minutes as presented.

Moved by: Gregory Ridge

Seconded by: Ed Smith

CARRIED

5. EXECUTIVE COMMITTEE MINUTES

5.1 Executive Committee Minutes – August 8th, 2023.

Motion to approve all actions and decisions taken.

Moved by: Ed Smith

Seconded by: Nick Waterfield

CARRIED

6. PARTNER REPORTS

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

Moved by: Ed Smith

Seconded by: Steve Wallace

CARRIED

7. FINANCIALS

7.1 Motion to approve financials as presented.

Moved by: Vince Cinanni

Seconded by: Cyndy Gibson

Discussion included:

- The transition from the City to Ego Bookkeeping was very smooth.
- The Board will see financials quarterly (2 months after the quarter)
- The Board should begin thinking ahead regarding Levy 2024 – do we need to levy more? Stick to inflationary increases? Or?
- Downtown Dollars gift cards? One-on-one onboarding of merchants to begin shortly. Public launch in September.

CARRIED

8. EXECUTIVE DIRECTOR'S REPORT

8.1 Motion to receive the Executive Director's report

Moved by: Steve Wallace

Seconded by: Nick Waterfield

Marijo highlighted the following items:

- “Hot Button Issues” – new web page featuring significant issues of the day with information on how to make your views known. Current issues

include: the draft Community Standards Bylaw, the Street Patio Standards & Application Guide, the Ontario Street and Market Street Environmental Assessment Study and the reinstatement of regular airport service.

- Searching for a new location for the urban bike racks – many thanks to Pan Chanco and Peter’s Place for their patience. Active transportation campaign slated for August/September.
- Planning session for 2024 is booked for September. Will be recruiting members, partners and others to participate.
- Ped counts being monitored – 8,000 on Promenade Day – The Southeast corner of Princess and King Streets.
- Marijo will be speaking at the Economic Developers Council of Ontario (EDCO) on Creative Community Spaces.

9. UPDATES/DISCUSSIONS:

9.1 Marketing Report Presentation

- 9.1.1 Pete Gillespie presented re: marketing efforts May to August.
- 9.1.2 Kudos given to the Marketing Team on great results.

9.2 Strategic Plan Presentation

- 9.2.1 Marijo presented the Draft Strategic Plan to guide the Board and staff 2024-2027

Motion to adopt the Draft Strategic Plan (2024-2027) as presented

Moved By: Ed Smith

Seconded by: Alex Splinter

CARRIED

9.3 Community Spaces Update (Committee Report)

- 9.3.1 The Committee awaits the City’s EA (Environmental Assessment) Report – group will meet once the report is circulated.

9.4 Committees and AWG Discussion

- 9.4.1 Sign up at back of room – includes list of committees & meeting frequency – Board members encouraged to think about what committee(s) that they are interested in and/or have a particular set of skills to offer.

9.5 Embrace the Season Installation

- 9.5.1 A proposed CREOS installation was discussed – “Horizon” – 5 interactive “pods”. Dates Feb 1 – Feb 21, 2024. Approximate cost: \$50,000. Other funding sources are possible, but not guaranteed. Generally agreed that the installation, along with other February activations goes to “brand” – happenings in downtown.

Motion to approve staff moving forward with booking the installation, understanding that a deposit must be made in 2023.

Moved by: Steve Wallace

Seconded by: Melissa Eapen-Bell

CARRIED

10. OTHER BUSINESS?

- Discussion re: the importance of submitting feedback to the City and to City Councilors re: the DRAFT Community Standards bylaw. Deadline is Friday, August 18. Noted that the bylaw addresses behaviours, not certain groups of people. Public safety is one of the important items at issue.

11. ADJOURNMENT

Adjournment of meeting

Motion to adjourn. (8:05 pm)

Moved by: Genarro DiSanto

Seconded by: Cyndy Gibson

CARRIED