

DOWNTOWN KINGSTON BIA

BOARD OF MANAGEMENT MEETING MINUTES - DRAFT

Wednesday, June 21, 2023, at 6:00 pm – 3rd Floor Councilors Lounge, City Hall

INVITED MEMBERS: Christine Ray Bratt (Chair), Gord Dalton (Vice-Chair) Ed Smith (Past Chair), Nick Waterfield (Treasurer), Melissa Eapen-Bell, Gennaro DiSanto, Colin Morris, Yasmine Nassereddine, Alexander Splinter, Councillor Vincent Cinanni, Councillor Gregory Ridge

LIAISONS: Rob Tamblyn-Kingston Economic Development, Lanie Hurdle – City of Kingston, Megan Knott – Tourism Kingston

STAFF PRESENT: Marijo Cuerrier, Angela Winkler, Jan MacDonald

OTHERS PRESENT:

REGRETS: Cyndy Gibson, A.J. Keilty, Nicole Kemp, Stephanie Quick, Steve Wallace, Tina Yan, Councillor Gary Oosterhof

BOARD PACKAGE INCLUSIONS

Board Meeting Minutes – May 17, 2023

Exec Minutes – June 13, 2023

ED Report

Parkette Locations

Partner Reports

1. WELCOME, CALL TO ORDER

1.1 Confirmation of Start Time **6:01pm**

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

1.5 Additions to the Agenda

1.6 Declaration of Pecuniary Interests

2. APPROVAL OF AGENDA

2.1 Motion to approve June 21st, 2023 Agenda as presented.

Moved by: Ed Smith

Seconded by: Melissa Eapen-Bell

CARRIED

3. DELEGATIONS – none

4. FINANCIALS

4.1. Pay Allocations added to the Board Package supplied by eGo Bookkeeping

- Broken down into Administration, Marketing, Economic Development and Events
- **ACTION ITEM:** Extended Financials Quarterly

5. APPROVAL OF BOARD MEETING MINUTES

5.1 Motion to approve May 17th, 2023, Board Meeting minutes as presented.

Moved by: Melissa Eapen-Bell

Seconded by: Councillor Gregory Ridge

CARRIED

6. EXECUTIVE COMMITTEE MINUTES

6.1 Executive Committee Minutes – June 13th, 2023.

Motion to approve all actions and decisions taken.

Moved by: Yasmine Nassereddine

Seconded by: Gennaro DiSanto

CARRIED

7. PARTNER REPORTS

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

Tourism Kingston:

- Advocating for early morning train service
- In support of indigenous arts and food market
- Supporting DBIA in Strat Planning

- Video and Audio tours within Kingston
- Bus parking – free parking on King St across from the hotel.
- **ACTION ITEM:** Backings for the TK benches (Arrows? Maps?)

Moved by: Councilor Gregory Ridge Seconded by: Gennaro DiSanto

CARRIED

8. EXECUTIVE DIRECTOR’S REPORT

8.1 Motion to approve the Executive Director’s report

- OBIAA to advocate to forgive loans of CEBA in fall
- Growth Analysis Urban Land Needs Study included within report
- Ontario and Market St up for discussion for closure (not finalized)
- Accommodations group expressing concern of Conference Centre
- Downtown K-Town Runaround to be fun and educational.
- 3 new Pedestrian Counters installed
- Tentative launch date of Welcoming Streets: July 4th
- Downtown Beautification – Budget 2024 municipality
- Find more funds for beautification

Moved by: Colin Morris

Seconded by: Gennaro DiSanto

CARRIED

9. UPDATES/DISCUSSIONS:

9.1 Marketing Report Presentation

- Supplied report, presentation delayed.
- Art after dark (busiest year ever)

9.2 Strategic Plan Discussion

- **ACTION ITEM:** Strat Plan Presentation in the fall and implemented in 2024

9.3 Downtown Kingston Clean and Safe Update

9.4 Winter Event Concept Presentation

- Four concepts presented – varying in price.
- **ACTION ITEM:** Contact St. Lawrence Parks Commission bringing back a Winter Event similar – possible partnership.

10. OTHER BUSINESS?

11. ADJOURNMENT

Adjournment of meeting

Motion to adjourn.

Moved by: Councilor Vincent Cinanni

Seconded by: Gennaro DiSanto

CARRIED

ACTION ITEMS:

- **ACTION ITEM:** Extended Financials Quarterly
- **ACTION ITEM:** Backings for the TK benches (Arrows? Maps?)
- **ACTION ITEM:** Strat Plan Presentation in the fall and implemented in 2024
- **ACTION ITEM:** Contact St. Lawrence Parks Commission bringing back a Winter Event similar – possible partnership.