



LINDSAY DOWNTOWN

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Lindsay Downtown Business Improvement Association

MINUTES FOR THE REGULAR MEETING OF THE **BOARD OF DIRECTORS**

Thursday, February 28th, 2019

7:30am

**Kawartha Lakes Police Service Community Room
6 Victoria Avenue North, Lindsay**

Board Members

Vice Chair
Steve Podolsky

Chair
Charlie McDonald

Treasurer
Leanna Segura

Voting Members

Sandra Falconer, Jim Garbutt, Laura LeMiere
Mark Ridout, Ann Scarlett, Tim White

City Council

Councillor Pat Dunn, Councillor Pat O'Reilly

KLPS Liason
Chief Mark Mitchell

CKL Staff Liason
Carlie Arbour

MEETING #RBM-2019-02

1.0 CALL TO ORDER

Closed Session Called to Order by the Chair (Steve Podolsky, Acting):

In Attendance: Steve Podolsky, Leanna Segura, Sandra Falconer, Jim Garbutt, Mark Ridout, Ann Scarlett, Tim White, Councillor Pat Dunn, Carlie Arbour

Recording Secretary: Melissa McFarland

Late Arrivals: Chief Mark Mitchell (7:42am)

Early Departures: Ann Scarlett (8:43am)

Guests: None

Regrets: Charlie McDonald, Laura LeMiere

Absent: Councillor Pat O'Reilly

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Mark Ridout

Seconded By: Sandra Falconer

Resolved: That the agenda be adopted as circulated.

Carried RBM2019-14

2.2 DECLARATION OF PECUNIARY INTEREST

Declared by Ann Scarlett, regarding 7.3, as her business bid on the RFP. This item will be moved to the end of the agenda, at which time she will excuse herself from the meeting.

2.3 ADOPTION OF MINUTES

Moved By: Tim White

Seconded By: Sandra Falconer

Resolved: That the Minutes of the January 10th, 2019 Board of Directors Meeting be approved.

Carried RBM2019-15

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

4.1 RECEIVED FROM CKL ENGINEERING & CIMA CONSULTING

Re: Downtown Reconstruction Public Open House #2

Thursday, March 7th, 6:00pm – 8:30pm, Victoria Park Armoury

4.2 RECEIVED FROM CKL ECONOMIC DEVELOPMENT (PARKING STUDY STEERING COMMITTEE)

Re: Parking Strategy Stakeholder Meeting & Public Consultation

Tuesday, March 5th, 2:00pm – 4:00pm (Stakeholder), 5:00pm – 7:00pm (Public), Rec Centre

4.3 RECEIVED FROM AINLEY GROUP CONSULTING

Re: Angeline North Reconstruction Public Consultation

Thursday, February 28th, 4:30pm – 6:30pm, Lindsay Rec Centre

5.0 OTHER OR NEW BUSINESS

5.1 BIA BOARD OF DIRECTORS TREASURER APPOINTMENT

Charlie McDonald & Steve Podolsky have appointed Board Director Leanna Segura to act in the role of Treasurer. She will be working closely with Melissa McFarland in regards to the BIA finances going forward.

5.2 WARDS PC ROAD HOCKEY TOURNAMENT

This event is slated to take place on Sunday, May 26th, with a Kent Street road closure from York St to Cambridge St, from 4:00am – 5:00pm.

Moved By: Jim Garbutt

Seconded By: Tim White

Resolved: That the BIA Board of Directors gives it's support to the Wards Road Hockey Tournament on Sunday, May 26th, 2019.

Carried RBM2019-16

6.0 OTHER OR NEW BUSINESS

6.1 POLICE

Chief Mitchell gave updates. Neither the City of Kawartha Lakes or Peterborough were awarded a marijuana retail location in the first round. The closest location will be located in Oshawa. At this time, there are no plans for a second lottery. Training for enforcement is ongoing. KLPS has elected not to have a roadside screening device, as any results from it are not accepted in courts.

6.2 ECONOMIC DEVELOPMENT

Carlie Arbour gave updates. Businesses that will be significantly impacted by the Peel & Russell reconstruction are being identified and strategy meetings set up. The PIC for the reconstruction is Thursday evening, and the PIC for the parking strategy is Tuesday. A heritage planner position has been approved for the Economic Development department. Spotlight on Agriculture will take place on March 22nd. Million Dollar Makeover intake for applications closed on January 17th and nearly \$400,000 in loans and nearly \$70,000 in grants will be approved. A second intake is being planned, and Council has approved an additional \$100,000 in grants to be available citywide. Reports pertaining to the BIA regarding changes to policy documents and the newly elected Board is slated to go to Council on March 19th. Leisha Newton's contract has come to an end, and her last day is Friday, March 1st.

6.3 COUNCIL

The budget has been passed. Discussion was held on the BIA's ask for an additional \$10,000 towards the Community Liaison position and Carlie Arbour will follow up.

7.0 REPORTS

7.1 TREASURER

Moved By: Mark Ridout **Seconded By:** Tim White
Resolved: That the Treasurer's Report of December 2018 be approved. **Carried RBM2019-17**

Moved By: Tim White **Seconded By:** Leanna Segura
Resolved: That the Treasurer's Report of January 2019 be approved. **Carried RBM2019-18**

7.2 MARKETING

Moved By: Mark Ridout **Seconded By:** Sandra Falconer
Resolved: That the Marketing Committee Minutes of February 5th, 2019 be approved. **Carried RBM2019-19**

7.3 BEAUTIFICATION

No Minutes to Approve

Other items moved to the end of agenda due to pecuniary interest of a Board Director.

7.4 PARKING

Moved By: Tim White **Seconded By:** Jim Garbutt
Resolved: That the Parking Committee Minutes of February 19th, 2019 be approved. **Carried RBM2019-20**

Moved By: Councillor Dunn **Seconded By:** Tim White
Resolved: That the Parking Committee's recommendation that a review be done of the Public Works Level of Service, pertaining to snow removal – specifically of the acceptable height of the snowbanks before removal is required, as well as the timelines associated with removal, be approved. **Carried RBM2019-21**

Moved By: Mark Ridout **Seconded By:** Sandra Falconer
Resolved: That the Parking Committee's recommendation that the BIA send forth a request to CIMA Consulting via City of Kawartha Lakes Engineering, that options for the parking and unloading of delivery vehicles be investigated in the Downtown Reconstruction, especially for Kent Street West, be approved. **Carried RBM2019-22**

7.5 ADVOCACY

Moved By: Tim White **Seconded By:** Sandra Falconer
Resolved: That the Advocacy Committee Minutes of February 19th, 2019 be approved. **Carried RBM2019-23**

7.6 CHAIR/VICE-CHAIR UPDATE

Steve Podolsky gave updates. DRAC Lindsay Working Group spent January reviewing the action plan and identifying options that can be worked on, despite the reconstruction. The advisory committee met as well, and began to identify 2020 goals.

7.7 GENERAL MANAGER UPDATE

Melissa McFarland gave updates. Positive feedback was received regarding January's AGM, both from the membership and other community groups in attendance. Our application to Canada Summer Jobs was submitted for a summer student, and should be awarded by April. The local group of BIA's met in Peterborough in January and the conversation was focused on events and issues surrounding panhandling. There was also an opportunity to tour Venture North, which houses Peterborough Tourism, Economic Development, Junior Achievement, CFDC and the Innovation Cluster. She attended the Trail Towns focus group session in Fenelon and will continue to be part of the conversations and programming for this, as well as Digital Main Street. Classics on Kent planning is kicking off.

Discussion was had regarding the sign-by law and issues on non-compliance in the permit process. Melissa has been directed to connect with other BIA's who have heritage districts to discuss how complaints are handled, and who they are made by.

7.8 BEAUTIFICATION ITEMS FROM EARLIER IN THE MEETING

Moved By: Tim White

Seconded By: Jim Garbutt

Resolved: That the Lindsay Downtown BIA procure hanging baskets and summer flower planters from Hill's Florist, as per the costs presented in the submitted RFP. **Carried RBM2019-24**

Moved By: Councillor Dunn

Seconded By: Jim Garbutt

Resolved: That the Lindsay Downtown BIA defer the awarding of winter planters until the next Board meeting, with visuals to be requested from each of the bidding companies and Ryan Smith from Parks consulted on plant material. **Carried RBM2019-25**

8.0 NEXT MEETING

Thursday, March 28th
7:30am
KLPS Community Room
6 Victoria Ave North

9.0 ADJOURNMENT

Moved By: Tim White

Seconded By: Jim Garbutt

Resolved: That the Board of Directors adjourns its Regular meeting of February 28th, 2019 at 8:54am.

Carried RBM2019-26