



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

## Lindsay Downtown Business Improvement Association

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

**Thursday, March 28<sup>th</sup>, 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-2019-03**

## 1.0 CALL TO ORDER

**Called to Order by the Chair:** 7:31am

**In Attendance:** Charlie McDonald, Steve Podolsky, Leanna Segura, Sandra Falconer, Ann Scarlett, Tim White, Councillor Pat Dunn, Councillor Pat O'Reilly, Carlie Arbour

**Recording Secretary:** Melissa McFarland

**Late Arrivals:** Jim Garbutt, Leanna Segura, Laura LeMiere (7:34am), Councillor Pat Dunn (7:39)

**Early Departures:** Ann Scarlett (8:20am), Councillor Pat Dunn (8:25am)

**Guests:** Lance Nachoff, Inspector Will Herbert (7:48am-7:59am)

**Regrets:** Mark Ridout, Chief Mark Mitchell

**Absent:** None

## 2.0 ADMINISTRATIVE BUSINESS

### 2.1 ADOPTION OF AGENDA

**Moved By:** Tim White

**Seconded By:** Sandra Falconer

**Resolved:** That the agenda be adopted as circulated.

**Carried RBM2019-27**

### 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:** Ann Scarlett

**Resolved:** That the Minutes of the February 28<sup>th</sup>, 2019 Board of Directors Meeting be approved.

**Carried RBM2019-28**

## 3.0 DEPUTATIONS

None

## 4.0 CORRESPONDENCE

None

## 5.0 OTHER OR NEW BUSINESS

### 5.1 DOWNTOWN RECONSTRUCTION UPDATES

Melissa McFarland sent out a survey to the membership asking for feedback on the Option A / Option B schedule options presented by Engineering and the consultants. The results were in favour of Option A by 75%.

Discussion from the Board included the reasoning for the work to be completed east to west, versus to west to east, and some methods for how a marketing and events budget can be used for signage, informational maps and block parties.

## 5.2 CLASSICS ON KENT UPDATES

The event is scheduled for Sunday, July 14<sup>th</sup>. Early advertising has been started, and sponsors have been contacted. The Board and other BIA committees are invited to participate on the Classics committee if interested.

## 5.3 OTHER ITEMS

None.

# 6.0 OTHER OR NEW BUSINESS

## 6.1 POLICE

Inspector Will Herbert gave updates on behalf of Chief Mitchell. He updated on the protests that have been occurring at MPP Laurie Scott's office, which to this point have been peaceful and haven't required police interference. He noted that this group of protestors is different from the ones who vandalized the office in the fall.

## 6.2 COUNCIL

Councillors Dunn & O'Reilly gave updates. The Peel & Russell Street construction contract was awarded to local company Coco Paving. Kawartha Lakes and the Lindsay Agricultural Society 7t will be the host of the 2020 International Plowing Match, to take place mainly at the Lindsay Fairgrounds.

## 6.3 STAFF

Carlie Arbour gave updates. Friday night's Spotlight on Agriculture was a sold out successful event. The Agricultural Summit is today, and will focus on the 5 year action plan. Debra Soule is organizing a cultural summit that will be taking place at the Lakeview Arts Barn. The Retail Makeover Series featuring Barbara Crowhurst is scheduled and will be \$50 for 3 sessions taking place in spring and fall. Meetings have been taking place between Engineering, Economic Development and businesses that will be affected by the Peel & Russell reconstruction. The BIA's By-Law changes have been approved by Council as well as the policy documents and board appointments. The Lindsay Chamber of Commerce's Evening of Excellence will be taking place on June 7<sup>th</sup> and they are still looking for businesses to be nominated in various categories. Carlie will be attending the OBIAA conference next week on behalf of Economic Development. A report on the Million Dollar Makeover will be going to Council on April 9<sup>th</sup>. Information on a possible second intake will be provided when it becomes available.

## 6.4 DOWNTOWN REVITALIZATION

Steve Podolsky gave updates. New meeting schedules will be discussed at the next meeting of the Lindsay working group. The Lindsay working group worked through the action plan to identify initiatives that could be worked on that are independent of the reconstruction, and will be investigating downtown wi-fi, and following the Trail Towns project.

## 7.0 REPORTS

### 7.1 TREASURER

**Moved By:** Tim White

**Seconded By:** Sandra Falconer

**Resolved:** That the Treasurer's Report of February 2019 be approved.

**Carried RBM2019-29**

### 7.2 MARKETING

**Moved By:** Councillor Dunn

**Seconded By:** Laura LeMiere

**Resolved:** That the Marketing Committee Minutes of March 12<sup>th</sup>, 2019 be approved.

**Carried RBM2019-30**

### 7.3 BEAUTIFICATION

**Moved By:** Steve Podolsky

**Seconded By:** Tim White

**Resolved:** That the Marketing Committee Minutes of March 7<sup>th</sup>, 2019 be approved.

**Carried RBM2019-31**

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

### 7.4 PARKING

**Moved By:** Jim Garbutt

**Seconded By:** Tim White

**Resolved:** That the Parking Committee Minutes of March 12<sup>th</sup>, 2019 be approved.

**Carried RBM2019-32**

The Parking Committee's recommendation that that a formal request be made to the Parking Strategy Steering Committee for the BIA to have a representative included at future meetings has been settled, with correspondence received from Adam Found, Manager of Corporate Assets who advised that a position on the committee would be a conflict but that the BIA would continue to be included as stakeholders.

**Moved By:** Tim White

**Seconded By:** Laura LeMiere

**Resolved:** That the Parking Committee's recommendation that that a replacement be sought for the part-time Community Liaison position, investigating options for a summer position and beyond, and possible alternative funding sources be approved, and that the Executive be granted approval to move forth with the hiring process on behalf of the Board.

**Carried RBM2019-33**

7.5 ADVOCACY

**Moved By:** Tim White

**Seconded By:** Jim Garbutt

**Resolved:** That the Advocacy Committee Minutes of March 12<sup>th</sup>, 2019 be approved.

**Carried RBM2019-34**

7.6 CHAIR/VICE-CHAIR UPDATE

Charlie McDonald had a conversation with Mayor Letham regarding parking. Upon completion of the parking study, there will have to be a decision made on the future of the BIA and parking enforcement.

7.7 GENERAL MANAGER UPDATE

Melissa McFarland gave updates. The OBIAA conference takes place from Sunday until Wednesday. She will be attending sessions on programming small-scale downtown events, handling social media complaints, public realm projects, Digital Main Street, calculating event attendance, and other activities such as tours of Ottawa BIA neighbourhoods, and the awards gala dinner and presentations.

Wards PC Lawyers are offering a new service, that will develop and put together customized workplace policies and procedures on your behalf, for a fixed cost. She has a meeting scheduled with Jason Ward to discuss, and obtain a price in mid-April, and will bring the information to the next Board Meeting for consideration. Looking into services provided by the CFIB was also suggested.

7.8 BEAUTIFICATION ITEMS FROM EARLIER IN THE MEETING

**That:** The Beautification Committee’s recommendation of spring planters be considered for downtown Lindsay, with received quote from The Kent Florist, and correspondence received from Hill’s Florist, outlining reasons that they don’t believe a spring planting is viable.

Recorded (Voted)	For	Against	Abstain	Absent
Charlie McDonald		X		
Steve Podolsky		X		
Leanna Segura		X		
Sandra Falconer	X			
Jim Garbutt		X		
Laura LeMiere		X		
Mark Ridout				X
Ann Scarlett				X
Tim White		X		
Councillor Pat Dunn				X
Councillor Pat O’Reilly		X		
<b>Result</b>	<b>1</b>	<b>7</b>	<b>0</b>	<b>3</b>

**Carried RBM2019-35**

**That:** The received quotes & visuals from Hill’s Florist and The Kent Florist be considered for the planting of winter greenery for 2019.

<b>Recorded (Voted)</b>	<b>Hill’s</b>	<b>Kent</b>	<b>Abstain</b>	<b>Absent</b>
<b>Charlie McDonald</b>	X			
<b>Steve Podolsky</b>			X	
<b>Leanna Segura</b>		X		
<b>Sandra Falconer</b>	X			
<b>Jim Garbutt</b>	X			
<b>Laura LeMiere</b>	X			
<b>Mark Ridout</b>				X
<b>Ann Scarlett</b>				X
<b>Tim White</b>	X			
<b>Councillor Pat Dunn</b>				X
<b>Councillor Pat O’Reilly</b>	X			
<b>Result</b>	<b>6</b>	<b>1</b>	<b>1</b>	<b>3</b>

**Carried RBM2019-36**

**Moved By:** Tim White

**Seconded By:** Laura LeMiere

**Resolved:** That a spring planter program be instituted, encouraging merchants to plant their own planters for the mid-season. Reimbursement by the BIA for 50% of the product cost will be eligible, up to a maximum of \$10 per planter, upon provision of a receipt submitted no later than May 1.

**Carried RBM2019-37**

## **8.0 NEXT MEETING**

Thursday, April 25<sup>th</sup>

7:30am

KLPS Community Room

6 Victoria Ave North

## **9.0 ADJOURNMENT**

**Moved By:** Jim Garbutt

**Seconded By:** Tim White

**Resolved:** That the Board of Directors adjourns its Regular meeting of March 28<sup>th</sup>, 2019 at 8:45am.

**Carried RBM2019-38**