



LINDSAY DOWNTOWN

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Lindsay Downtown Business Improvement Association

MINUTES FOR THE REGULAR MEETING OF THE BOARD OF DIRECTORS

Thursday, May 20th, 2020

9:00am

**Virtual Meeting
via Zoom**

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-2020-02

1.0 CALL TO ORDER

Called to Order by the Chair: 9:19am

In Attendance: Charlie McDonald, Steve Podolsky, Leanna Segura, Sandra Falconer, Jim Garbutt, Ann Scarlett, Carlie Arbour

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: Chief Mark Mitchell, Councillor Pat O'Reilly, Mark Ridout

Absent: Councillor Pat Dunn, Tim White

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Jim Garbutt

Seconded By: Steve Podolsky

Resolved: That the agenda be adopted as circulated.

Carried RBM2020-18

2.2 DECLARATION OF PECUNIARY INTEREST

None

2.3 ADOPTION OF MINUTES

Moved By: Steve Podolsky

Seconded By: Leanna Segura

Resolved: That the Minutes of the February 27th, 2020 Board of Directors meeting be approved.

Carried RBM2020-19

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 DOWNTOWN RECONSTRUCTION UPDATES

Melissa McFarland gave updates. Construction is progressing well and on time so far. Most of the major underground work on Kent Street from Lindsay to William has been completed, as well as in the William Street intersection. Surface work will begin soon, with curbs, sidewalks, light standards and landscaping elements being installed over the next few weeks. Most of the sidewalks have been removed, but front entrances to businesses are being maintained.

Jim Garbutt raised a concern about the width of the concrete strip of sidewalk being reduced by half. Carlie Arbour will investigate this claim. Possible issues with foundations were mentioned, and concerns that they may not be rectified before the sidewalk is put in place. Charlie McDonald recommended that a Zoom call be held with Corby Purdy to clarify some issues that have been brought forward, and Melissa McFarland will organize.

6.0 OTHER OR NEW BUSINESS

6.1 POLICE

Chief Mitchell sent regrets, due to the Police Services Board meeting.

6.2 COUNCIL

Councillor O'Reilly sent regrets, and Councillor Dunn was not in attendance.

6.3 STAFF

Carlie Arbour gave updates. CKL Economic Development conducted a business survey, which had over 500 responses via phone and online. The aggregated results will be shared when available.

The Economic Recovery Taskforce has the draft Terms of Reference going to Council for approval on Tuesday. The Taskforce is proposed to have a core committee, and working groups, encompassing business organizations like Chambers and the BIA.

The Economic Development website is being updated regularly with business resources, funding information and webinars and can be found at

https://www.kawarthalakes.ca/en/business-growth/covid-19-business-resources.aspx?_mid_=31031

6.4 DOWNTOWN REVITALIZATION

Steve Podolsky gave updates. The committee had met prior to the shutdowns to review the workplan and identify priorities and will meet again when able.

7.0 REPORTS

7.1 TREASURER

Moved By: Leanna Segura

Seconded By: Steve Podolsky

Resolved: That the Treasurer's Report of April 2020 be approved.

Carried RBM2020-20

7.2 MARKETING

Moved By: Laura LeMiere

Seconded By: Leanna Segura

Resolved: That the Marketing Committee Minutes of March 2nd be approved.

Carried RBM2020-21

7.3 BEAUTIFICATION

Moved By: Laura LeMiere

Seconded By: Steve Podolsky

Resolved: That the Beautification Committee Minutes of March 12th, 2020 be approved.

Carried RBM2020-22

7.4 PARKING

Moved By: Jim Garbutt

Seconded By: Sandra Falconer

Resolved: That the Parking Committee Minutes of March 10th, 2020 be approved.

Carried RBM2020-23

Discussion was held regarding the reinstatement of parking enforcement in the downtown, which may be reliant on the reopening of City of Kawartha Lakes buildings and facilities so that the Community Liaisons may access the equipment. The BIA will investigate if an arrangement can be made to make an exception for them to access the By-Law Enforcement office, if it is felt that enforcement is required downtown for turnover. Currently this is not yet a problem.

7.5 ADVOCACY

No Meeting Minutes to approve

7.6 CHAIR/VICE-CHAIR UPDATE

Charlie McDonald gave updates. Classics on Kent, scheduled for July 12th has been cancelled.

Conversations have occurred between Chair McDonald and Mayor Letham, regarding options for the future stages of construction, and the BIA will have input into the following options.

Option #1 – Construction of the two remaining phases will proceed as previously scheduled, with Kent Street (from west of William Street, to Victoria Avenue) being completed in 2021; and Cambridge Street (from Peel Street to Russell Street), followed by William Street and York Street being completed in 2022.

Option #2 – Construction of the two remaining phases be delayed by one year, with 2021's work on Kent and Cambridge Streets occurring in 2022, and William and York Streets occurring in 2023.

Option #3 – Construction of the two remaining phases be reversed, with the construction of William & York Streets being completed in 2021, and Kent and Cambridge Streets being completed in 2022.

Moved By: Steve Podolsky

Seconded By: Laura LeMiere

Resolved: That a formal survey be conducted, by phone or in person, to every BIA member, presenting the above 3 options for their vote.

Carried RBM2020-23

Melissa McFarland will draft the survey and send to Carlie Arbour for her input into wording and best practices for conducting the survey.

7.7 GENERAL MANAGER UPDATE

Melissa McFarland gave updates. During the shutdown, OBIAA has been conducting Best Practices calls via Zoom every Tuesday and Thursday which has given invaluable insight into the challenges faced by BIA's across the province, and strategies to handle various issues. The majority of the General Manager position since March has been focused on business advocacy, researching resources and answering questions. Several social media promotions and giveaways have been conducted, with positive results.

The BIA's new website is live, but not officially launched as some back end training and final edits are being completed. The new domain is lindsaydowntown.ca. The social media strategy is being finalized.

A local supplier list has been created and distributed to the membership to let businesses know where they can source various PPE materials.

As of this date, one business has closed down, not unexpectedly. Buck-a-Roo dollar store closed their doors as of April 30th. Much of their garbage was left in the #1 Kent Parkette, and the BIA cleaned it up and disposed of it. By-Law was informed.

8.0 NEXT MEETING

The next formal meeting with reports will be held as scheduled on Thursday, June 25th.

An interim Board Meeting will be held in between regular meetings for the time being. This meeting will occur on Thursday, June 4th, at 7:30am via Zoom. Notices of this meeting (as all BIA meetings are public) will be made available to the membership so that they may observe.

9.0 ADJOURNMENT

Moved By: Jim Garbutt

Seconded By: Sandra Falconer

Resolved: That the Board of Directors adjourns its Regular meeting of May 21st, 2020 at 10:20am.

Carried RBM2020-24