



LINDSAY DOWNTOWN

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Lindsay Downtown Business Improvement Association

MINUTES FOR THE REGULAR MEETING OF THE BOARD OF DIRECTORS

Thursday, June 25th, 2020

7:30am

**The Grand Experience (177 Kent Street West)
and 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-2020-04

1.0 CALL TO ORDER

Called to Order by the Chair: 7:40am

In Attendance: Charlie McDonald, Steve Podolsky, Leanna Segura, Sandra Falconer, Jim Garbutt, Laura LeMiere, Ann Scarlett, Carlie Arbour, Councillor Pat Dunn

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: Emily Turner, Albert Horne

Regrets: Councillor Pat O'Reilly, Mark Ridout, Tim White

Absent: Chief Mark Mitchell

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Steve Podolsky **Seconded By:** Leanna Segura

Resolved: That the agenda be adopted as circulated.

Carried RBM2020-25

2.2 DECLARATION OF PECUNIARY INTEREST

None

2.3 ADOPTION OF MINUTES

Moved By: Jim Garbutt **Seconded By:** Laura LeMiere

Resolved: That the Minutes of the June 4th, 2020 Board of Directors meeting be approved.

Carried RBM2020-26

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

Resignation of Board Director Mark Ridout was received, due to relocation. He passes on his sincere thanks for being part of the organization for the past 4 years, and wishes everyone well in the future.

Discussion was held on how to fill this vacancy, as it is, according to the by-law, "One Business Resident, being a resident of Lindsay who is an owner or operator of a business located outside the Business Improvement Area but within the City". An advertisement will go in the Kawartha Lakes This Week, Lindsay Advocate and through the BIA's social media channels, requesting applications.

A thank-you card and downtown gift certificates will be sent to him, along with a recorded video of all Board and Marketing Committee members saying their thanks and good-bye.

5.0 OTHER OR NEW BUSINESS

5.1 COMMERCIAL PROPERTIES IN RECONSTRUCTION AREA – FOUNDATION ISSUES

Chair Charlie McDonald reviewed the BIA’s mandate as set out in the Municipal Act, and the item that outlines that the BIA typically is only mandated to oversee the maintenance and condition of municipal properties within the BIA boundary, versus privately owned buildings.

Jim Garbutt gave an overview of the issues he has experience with his property (specifically the foundation) that has been brought to light with the reconstruction in front of his building.

Emily Turner provided information on the Heritage aspects of maintaining properties in the Heritage Conservation District, and offered to put together a Best Practices information guide to be distributed to property owners.

Moved By: Jim Garbutt

Seconded By: Councillor Dunn

Resolved: That communications be sent to the membership (including property owners) to make them aware of potential foundation issues that may have affected the structure of their buildings and could have been exposed in the excavation of the sidewalks in the reconstruction.

	In Favour	Opposed	Abstain
Sandra Falconer		X	
Leanna Segura			X
Ann Scarlett			X
Laura LeMiere		X	
Steve Podolsky		X	
Charlie McDonald		X	
Jim Garbutt	X		
Councillor Pat Dunn	X		
	2	4	2

Motion Failed

After discussion of the above motion, a new motion was proposed.

Moved By: Councillor Dunn

Seconded By: Ann Scarlett

Resolved: That communications be sent to the membership that following a concern raised by a property owner regarding their foundation, a Best Practices document developed by the City of Kawartha Lakes’ Heritage Officer be circulated with information on maintaining properties in the Heritage Conservation District.

	In Favour	Opposed	Abstain
Sandra Falconer	X		
Leanna Segura	X		
Ann Scarlett	X		
Laura LeMiere	X		
Steve Podolsky	X		
Charlie McDonald	X		
Jim Garbutt	X		
Councillor Pat Dunn	X		

Carried RBM2020-27

5.2 REVIEW OF BOARD OF DIRECTORS ROLES & RESPONSIBILITIES / CODE OF CONDUCT

A draft document was circulated. Board Members will inform Melissa McFarland of any concerns or edits they would like to see made to the document no later than July 16th, and the document will be eligible for approval at the July 30th Board of Directors meeting.

5.3 DOWNTOWN RECONSTRUCTION UPDATES

Updates on progress was given by Melissa McFarland. The survey of reconstruction options will be conducted throughout July and the results discussed at the July 30th Board of Directors meeting so that a recommendation can be made to the City at that time.

5.4 COVID-19 BUSINESS RESPONSE

The Economic Recovery Task Force is conducting working groups with input from various industries. Melissa McFarland will be attending the one specific to Downtowns later today.

6.0 OTHER OR NEW BUSINESS

6.1 POLICE

No update.

6.2 COUNCIL

Councillor O'Reilly sent regrets. Councillor Dunn gave an update. Council is conducting regular meetings again, and is working towards maintaining the budget. Summer student positions throughout most departments have been suspended for the year.

6.3 STAFF

Carlie Arbour gave updates, and an overview of the Economic Recovery Task Force working groups. Currently, the Million Dollar Makeover program is temporarily on hold, and will be reviewed again in the recovery efforts. Economic Development has been working with restaurants owners across the city to get their patios running in various means, as a temporary response to Covid-19.

7.0 REPORTS

7.1 TREASURER

Moved By: Steve Podolsky **Seconded By:** Ann Scarlett
Resolved: That the Treasurer's Report of May 2020 be approved.

Carried RBM2020-28

7.2 MARKETING

Moved By: Ann Scarlett

Seconded By: Leanna Segura

Resolved: That the Marketing Committee Minutes of June 18th be approved.

Carried RBM2020-29

7.3 BEAUTIFICATION

No Meeting Minutes to Approve

7.4 PARKING

Moved By: Steve Podolsky

Seconded By: Jim Garbutt

Resolved: That the Parking Committee Minutes of June 16th, 2020 be approved.

Carried RBM2020-30

7.5 ADVOCACY

Moved By: Leanna Segura

Seconded By: Councillor Dunn

Resolved: That the Advocacy Committee Minutes of June 16th, 2020 be approved.

Carried RBM2020-31

7.6 CHAIR/VICE-CHAIR UPDATE

No update.

7.7 GENERAL MANAGER UPDATE

Melissa McFarland gave updates. She has been participating in the regular meetings being held with Team Kawartha Lakes, OBIAA's Best Practices Calls, and the Chamber Roundtable. Digital Main Street has announced a second round of funding for Transformation Grants and Service Squads. One additional business has closed their doors permanently, which is the Hair Care Salon on William Street North. This is not a surprise, as the owner had sold several months ago. A new business, PRI Engineering, has opened at 1 William Street South and will be given a welcome package tomorrow.

8.0 NEXT MEETING

Thursday, July 30th, 2020

7:30am

Location TBA

9.0 ADJOURNMENT

Moved By: Steve Podolsky

Seconded By: Sandra Falconer

Resolved: That the Board of Directors adjourns its Regular meeting of June 25th, 2020 at 9:00am.

Carried RBM2020-32