



LINDSAY DOWNTOWN

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Lindsay Downtown Business Improvement Association

MINUTES FOR THE REGULAR MEETING OF THE BOARD OF DIRECTORS

**Thursday, July 30th, 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
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-2020-06

1.0 CALL TO ORDER

Called to Order by the Chair: 7:31am

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

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: Albert Horne

Regrets: None

Absent: Chief Mark Mitchell, Tim White

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 RBM2020-33

2.2 DECLARATION OF PECUNIARY INTEREST

None

2.3 ADOPTION OF MINUTES

Moved By: Steve Podolsky

Seconded By: Ann Scarlett

Resolved: That the Minutes of the June 25th, 2020 Board of Directors meeting be approved.

Carried RBM2020-34

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

4.1 2021 BUDGET

Received from Krystina Cunningham, on behalf of the City of Kawartha Lakes Treasurer. The 2021 Budget is due on October 16th, with presentations to Council to follow in January.

5.0 OTHER OR NEW BUSINESS

5.1 DOWNTOWN RECONSTRUCTION – UPDATES & BUSINESS SURVEY

Surveys of previously discussed options for the remaining phases of reconstruction were presented to the membership by Steve Podolsky and Melissa McFarland. All businesses were

given the opportunity to respond, and 107 responses out of a potential 162 were received, with the results below.

Option #1 - Construction of the two remaining phases proceed as previously scheduled	61%
Option #2 - Construction of all remaining phases is delayed a year	20%
Option #3 - Construction of the two remaining phases be reversed	7%
No Preference	15%

Moved By: Jim Garbutt

Seconded By: Steve Podolsky

Resolved: That the data collected in the Reconstruction Options Survey will be provided to CKL Council and Staff, noting that 61% of the respondents would like to see the reconstruction proceed as previously scheduled in 2021 and 2022.

Carried RBM2020-35

Updates were given regarding the drainage system in front of Shoppers Drug Mart – issues were identified with the installation and there has been need to tear out the work that was done and re-do. The installed planter bench at the corner of Kent & Lindsay was noted to be much lower than the others, likely due to the slope of the sidewalk, and as it poses a possible accessibility issue and does not meet the specifications of the plan, will be corrected. Discussion was held regarding the installation of the trees, and whether there is concerns with the trees being of different heights as they are installed on different years. Steve Podolsky will follow this inquiry up with Engineering and CIMA for clarification.

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

An updated document was presented that is a blanket CKL policy that is to apply to both Council and Local Boards of Management. Board members are to review this document to ensure that it covers everything needed by the BIA, and will be adopted at the August meeting. Any questions regarding it's content should be sent to Melissa McFarland no later than one week before the meeting.

5.3 COVID-19 BUSINESS RESPONSE

The mask policy was implemented well and there are no notable issues from downtown businesses that have come to our attention. Stage 3 reopenings were for the most part successful, with many restaurants still using their reconfigured patios, and adjusting their business operations inside. Indoor dining has not proved to be overly busy, but there is still a demand for patios and takeout.

6.0 OTHER OR NEW BUSINESS

6.1 POLICE

No update.

6.2 COUNCIL

Councillor O'Reilly gave updates on new residential development in Lindsay. 2 committees have been formed as a result of Covid-19 – the Economic Recovery Task Force, and a Social Committee who will be looking at the impact on area non-profit organizations.

6.3 STAFF

Carlie Arbour gave updates. The Heritage Conservation study is in process for the area of Kent Street East. There is information on the website, and 2 public meetings via Zoom have been scheduled for August 13th and 14th. KLSBEC is conducting a series of business planning webinars, to appeal to both new and existing businesses. Economic Development has been working with the Health Unit, as health and safety in the workplace has been identified as a priority for businesses. It has been recommended that if events are being planned in communities that a plan be submitted to the health unit, who will advise how to safely conduct the event. The Economic Recovery Task Force working group for downtowns that involves the BIA and area Chambers are conducting meetings on a regular basis. The newly created tourism strategy for CKL is live and launched, and has shifted towards a 'staycation' theme.

7.0 REPORTS

7.1 TREASURER

Moved By: Laura LeMiere

Seconded By: Ann Scarlett

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

Carried RBM2020-36

7.2 MARKETING

Moved By: Laura LeMiere

Seconded By: Leanna Segura

Resolved: That the Marketing Committee Minutes of July 6th, 2020 be approved.

Carried RBM2020-37

7.3 BEAUTIFICATION

Moved By: Steve Podolsky

Seconded By: Ann Scarlett

Resolved: That the Marketing Committee Minutes of July 14th, 2020 be approved.

Carried RBM2020-38

7.4 PARKING

Moved By: Steve Podolsky

Seconded By: Councillor O'Reilly

Resolved: That the Parking Committee Minutes of July 14th, 2020 be approved.

Carried RBM2020-39

7.5 ADVOCACY

Moved By: Leanna Segura

Seconded By: Steve Podolsky

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

Carried RBM2020-40

7.6 CHAIR/VICE-CHAIR UPDATE

Charlie McDonald inquired about plans for reopening for municipal facilities, including the town hall building at 180 Kent. Councillor Dunn advised that all of the CKL buildings are in phased reopenings and the date is still to be determined.

Steve Podolsky advised that Public Works staff Joe Cayley has retired, and that we provided a card and gift to thank him for his service to the downtown over the years. He met with Oliver Vigelius and Enzo Ingribelli regarding downtown items in the interim, as Joe's replacement is still being sought.

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. Distributing mask posters and conducting reconstruction surveys gave the opportunity to face-to-face with many businesses and to hear their concerns and commiserate. Overall there is positivity in the businesses and with the BIA in general. Nexicom will not be returning to their location on Kent Street and the space is available for lease. Canada United is a shop local initiative that the BIA is working with the Chambers of Commerce on to pull together events across the municipality on the last weekend in August, which may coincide well with construction re-opening events that were in the works. There is also a Small Business Relief Fund that is funded by social media shares and views.

8.0 NEXT MEETING

Thursday, August 27th, 2020

7:30am

Location TBA

9.0 ADJOURNMENT

Moved By: Jim Garbutt

Seconded By: Councillor Dunn

Resolved: That the Board of Directors adjourns its Regular meeting of July 30th, 2020 at 8:21am.

Carried RBM2020-41