



WATERFRONT DISTRICT

MINUTES

The Waterfront District BIA

BOARD OF MANAGEMENT MEETING

Tuesday, July 11, 2023

INVITED: Peter White, Vice-Chair
Phil Walkden, Treasurer
Jordan Calonego, Director
Maelyn Hurley, Director
Thomas Trist, Director
John Murray, Director
Ken Ogima, Director
Kara Pratt, Recording Secretary

TENTATIVE:

REGRETS: Jim Comuzzi, Chair
Kory Morabito, Director
Robyn Despina, Director
Andrew Foulds, Councillor
Lynn Gray, BIA Bookkeeper

GUEST:

LOCATION/TIME: BIA Office – 251 Red River Road – entrance behind the Apollo

Item	Description	Action
1.0	Meeting Call to Order and Disclosures of Interest Called to order @ 5:38pm Disclosures of Interest – M. Hurley - Good Harvest Event	
2.0	Approval of Agenda Motion: 2023-37 Moved by: T. Trist Seconded by: K. Ogima	Carried
3.0	Presentations	
4.0	Approval of Minutes – June 6, 2023– sent electronically Approval amendment subject to the addition of the end time.	Carried

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	<p>Motion: 2023-38 Moved by: T. Trist Seconded by: M. Hurley</p>	
5.0	<p>Business Arising from Past Minutes</p> <ul style="list-style-type: none"> • Events Form – see attachment – add area for a (it needs an area for the event description) • Police Info Session – awaiting information from Cst. Krupa (requested update) • CoTB Strategic Plan – see attached email 	
6.0	<p>Reports</p>	
6.1	<p>Chair's Report – Jim</p> <ol style="list-style-type: none"> 1. Strategic Plan 2. Canada Summer Jobs – 5 of 5 hired 	
6.2	<p>Finance Committee –Phil</p> <ol style="list-style-type: none"> 1. June Financials 2. Sponsorship Requests: <ul style="list-style-type: none"> • Science North <ul style="list-style-type: none"> • \$500 BIA Bucks for open house events to promote the plans for the development of a science centre (hopefully at Pool 6). • Science North will be hosting open houses to detail the architectural and visitor experience plans that have been developed over the last year. We are hoping to use BIA Bucks as a door prize for attendees. We are concurrently creating an online science scavenger hunt (similar to the scavenger hunt in February) that will highlight community partners and encourage participants to discover the BIA district by highlighting the science found there. BIA bucks will be offered as a prize for the team that completes the most challenges. <p>Recommendation: Approve \$500 BIA Bucks – in line with 2022 sponsorship</p> <p>Motion to approve \$500 BIA Bucks.</p> <p>Motion: 2023-39</p> <p>Moved by: K. Ogima Seconded by: T. Trist</p>	
6.3	<p>Infrastructure/Beautification Committee – John & Tom</p> <ol style="list-style-type: none"> 1. CoTB Red River & Court Revitalization Update 2. K. Pratt will be keeping a running list of the complaints to learn from and improve future projects. 	
6.4	<p>Marketing, Events & Promotion Committee – Maelyn, Tom & Kory</p>	

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	<ol style="list-style-type: none"> 1. Plans for 2023 – Annual downtown promotions <ol style="list-style-type: none"> a. Discussion surrounding Radio Advertisements – no conclusion other than they are expensive and the proposed package was not inline with the BIA businesses brand. 2. Plans for construction marketing – to keep people coming to the area during construction. <ol style="list-style-type: none"> a. Tonka Tuesdays (@ Maple Tops) b. Lil Wednesdays (@ Goods & Co) c. Fun Fridays (on St Paul St) d. Brainstorming - <ol style="list-style-type: none"> i. Corn Dogs on Court St ii. Hump Day Hotdogs (a fundraiser with Dew Drop Inn) e. Good Harvest – spill out on to the street from Goods & Co. Partner with Goods & Co as well as a charity – possibly Roots CFC? 	
6.5	<p>Membership Services Committee – Phil & Robyn</p> <ol style="list-style-type: none"> 1. CRM – Onboarding in Progress 	
6.6	<p>Safety & Security – Peter, Ken & Tom</p> <ol style="list-style-type: none"> 1. Provided contacts for interested parties. Email to the security committee to conduct a brain storming session. When children are concerned call OAS as well as the police to ensure the child and parent are able to get the proper support. 	
6.7	<p>Parking Authority Board Update – Kara</p> <ol style="list-style-type: none"> 1. The Parking Authority will be going under a review & financial plan <ul style="list-style-type: none"> • Met with the consultant on May 4th – have been sending best practices from other BIAs 2. July Meeting update (today) Motion to write a letter to the Parking Authority to request 3hour parking <p>Motion: 2023- 40 Moved by: P. Walkden Seconded by: T. Trist</p>	
6.8	<p>Administration</p> <ul style="list-style-type: none"> • Board Meeting Schedule – First Tuesday of the Month <ul style="list-style-type: none"> ○ August 1, 2023 ○ September 5 or 12, 2023 (September long weekend) ○ October 3, 2023 ○ November 7, 2023 ○ December 5, 2023 	

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7.0	Correspondence – n/a	
8.0	<p data-bbox="293 289 1281 325">New Business</p> <p data-bbox="293 363 1281 399">Mural on Max Pawn – find artist to renew or ask to repaint.</p> <p data-bbox="293 436 1281 535">Good Harvest – bring a proposal forward to the Board to vote on and start the event process. Conceptually agree it is a good idea – just need to move forward with a plan and approval.</p>	
9.0	<p data-bbox="293 573 1281 609">Next Meeting – August 1, 2023</p> <p data-bbox="293 609 1281 644">Adjournment – 6:30</p> <p data-bbox="293 682 1281 718">Motion: 2023- 41</p> <p data-bbox="293 718 1281 739">Moved by: M. Hurley Seconded by: P. Walkden</p>	