



WATERFRONT DISTRICT

MINUTES

The Waterfront District BIA

BOARD OF MANAGEMENT MEETING

Tuesday, June 6, 2023

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

TENTATIVE:

REGRETS: Lynn Gray, BIA Bookkeeper
 Andrew Foulds, Councillor
 Kory Morabito, Director
 Thomas Trist, Director

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 @ 5:35pm	
2.0	Approval of Agenda Motion: 2023-32 Moved by: P. White Seconded by: M. Hurley	Carried
3.0	Presentations John Murray – OBIAA Conference Presentation <i>Social recession – we have lost the concept of playing as a group</i> <i>Montreal Music Swings – interactive installations</i> <i>What are we trying to achieve as a BIA?</i>	Update

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4.0	<p>Approval of Minutes – May 2, 2023– sent electronically</p> <p>Motion: 2023-33 Moved by: P. Walkden Seconded by: J. Murray</p>	Carried
5.0	Business Arising from Past Minutes	
6.0	Reports	
6.1	<p>Chair’s Report – Jim</p> <ol style="list-style-type: none"> 1. Strategic Plan <ul style="list-style-type: none"> • <i>Determine where the City sits with their Strategic Plan and lobby for a contribution to its plan.</i> 2. TeamWerks – David Started Monday (yesterday) 3. Canada Summer Jobs – 2 of 5 hired. <ul style="list-style-type: none"> • <i>3– Tourism Ambassador position jobs posted Friday, June 2</i> 	<p>Action</p> <p>Update</p>
6.2	<p>Finance Committee –Phil</p> <ol style="list-style-type: none"> 1. April Financials – <i>OBIAA conference attendance put the BIA over budget. Propose a higher budget for next year’s conference.</i> 2. Sponsorship Requests: <ul style="list-style-type: none"> • Lakehead University, C2UExpo 2023 VP Research & Innovation <ul style="list-style-type: none"> • Request: Prizes for the 400 delegates attending the Lakehead University, C2UExpo 2023 <p>Recommendation: Approve \$300 BIA Bucks – in line with 2022 sponsorship</p> <p>Motion: 2023-34 (via email) Moved by: M. Hurley Seconded by: T. Trist</p> <ul style="list-style-type: none"> • BIA Summer Students <ul style="list-style-type: none"> • \$1000 BIA Bucks for Pride Giveaway <p>Recommendation: Approve \$650 BIA Bucks – to round off the BIA Bucks remaining for 2023</p> <p>Motion: 2023-35 Moved by: K. Ogima Seconded by: J. Murray</p>	<p>Update</p> <p>Carried</p> <p>Carried</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. 	Update
6.4	Marketing, Events & Promotion Committee – Maelyn, Tom & Kory	

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	<ol style="list-style-type: none"> 1. Plans for 2023 – Annual downtown promotions 2. Plans for construction marketing – to keep people coming to the area during construction. <ol style="list-style-type: none"> a. Alexander Henry area will be ready for the second ship – June b. J. Murray and K. Pratt brainstormed event ideas – Summer students can work with the committee to put them in place. <ol style="list-style-type: none"> i. Meeting with Sweet North for Tonka Tuesdays ii. Setting up Science North construction-themed science events 3. Signage is being designed and ordered this week 	Update
6.5	<p>Membership Services Committee – Phil & Robyn</p> <ol style="list-style-type: none"> 1. CRM – In Progress – Meeting in June to onboard <ul style="list-style-type: none"> • Determine an amount to assist with the implementation at the provincial (OBIAA) level 2. New businesses – need a procedure for new businesses and receiving up-to-date information from property owners. 	Update
6.6	<p>Safety & Security – Peter, Ken & Tom</p> <ol style="list-style-type: none"> 1. Provided contacts for interested parties. 2. Coffee with Cops Conversations – COR police to work with the IMPACT team to teach de-escalation training with a focus on mental health/aggressive tendencies. <i>Push to get max uptake by businesses – a great liaison piece.</i> 	Update/ ACTION
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. May Meeting update – discussed the review and parking accessibility within the CoTB. The accessibility committee to attend a parking authority meeting. 3. Next Meeting - Tuesday (June 13th) 	
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"> ○ July 4 or 11, 2023 (July long weekend) ○ August 1, 2023 ○ September 5 or 12, 2023 (September long weekend) ○ October 3, 2023 ○ November 7, 2023 ○ December 5, 2023 	
7.0	Correspondence – n/a	
8.0	New Business	

Item	Description	Action
9.0	<p data-bbox="293 254 1281 317">Next Meeting – July 11, 2023 Adjournment – (help me here...)</p> <p data-bbox="293 359 1281 422">Motion: 2023- 36 Moved by: J. Calonego Seconded by: M. Hurley</p>	Carried