

MINUTES

The Waterfront District BIA

BOARD OF MANAGEMENT MEETING

Tuesday, August 10, 2021

INVITED: Jim Comuzzi, Chair

Peter White, Vice-Chair Jordan Calonego, Treasurer John Murray, Director

Thomas Trist, Director

Phil Walkden, Director (pending CoTB approval)

Andrew Foulds, Councillor Kara Pratt, Recording Secretary

TENTATIVE:

REGRETS: Maelyn Hurley, Director

Kory Morabito, Director Lora Northway, Director Brian Hamilton, Councillor Lynn Gray, BIA Bookkeeper

GUEST:

LOCATION/TIME:

https://us02web.zoom.us/j/2781002430?pwd=K2RPSnFqWVdKNityRIB2bTlIdnpWZz09

Meeting ID: 278 100 2430

Passcode: WDBIA

Item		Description	Action
1.0	Meeting Call to Order and Disc	closures of Interest	
2.0	Approval of Agenda		
	Motion: 2021-32 Moved by: J. Murray	Seconded by: T. Trist	Carried
3.0	Presentations		
4.0	Approval of Minutes – July 6, 2	2021– sent electronically	
	Motion: 2021-33 Moved by: A. Foulds	Seconded by: J. Murray	Carried

Item	Description	Action
5.0	Business Arising from Past Minutes	
6.0	Reports	
6.1	 Chair's Report – Jim Preliminary Budget is due to the City Friday September 3, 2021 – The BIA will send their Draft Budget to be approved by the Board of Management at the September 7, 2021 meeting and agreed to by the BIA Membership at the October 2021 AGM. 	Info
6.2	Finance Committee - Jordan	
	 Financials – July Attached Positive position with some variances in the budget – higher costs for insurance than expected. However, there is the possibility to potentially fund additional projects between the time of this meeting and the end of the year – looking for recommendations/ideas. Marketing/ Advertising Safety & Security/ Membership Services Carryover for rejuvenation/revitalization K. Pratt to follow up with other BIAs who have committed funds to assist with long term capital projects. Funding - Requests for Sponsorships a. United Way – Catch the Ace Requested \$500 in Cash Logo and/or name featured on other promotional marketing materials during the selected week including advertisement (custom radio commercials), media announcements, on the United Way and Port Arthur Rotary Club websites with a link to your website, and both parties' social media platforms including a special individual thank you post; Name featured through our media partners including radio mentions, and any other media outlet mentions for that week, example: "this week's Thunder Bay Catch the Ace Raffle supported by"; Custom graphic with logo and/or name used for promotion during the chosen week(s). Partnership with the Port Arthur Rotary 	Info
	Motion: 2021-34 Moved by: T. Trist Seconded by: J. Murray	Carried
	b. BIA Summer Giveaways (Students)Requested	

Item	Description	Action
	\$500 in BIA Bucks	
	Motion: 2021-35 Moved by: J. Murray Seconded by: T. Trist	Carried
6.3	Infrastructure/Beautification Committee – John	
	 Brook McIlroy held a public session on the proposed North Core Streetscapes Sunday August 15th at Prince Arthur's Landing. EcoSuperior depave project – funding approved to redirect water to permeate the ground – following up for timelines. 	Info
6.4	Governance Committee – Peter	
	Drafts for September: a. Code of Conduct b. Conflict of Interest Policy	
6.5	Marketing, Events & Promotion Committee	
	 Marketing Update Content Creator is interacting with public on Social Media working with Sociable to create videos to share online September Walleye will be Back to School & Theatre Productions Events Update Kids crafting events in the space on Cumberland St	Info
6.6	Membership Services Committee – To Be Filled	
6.7	 COR Police have been pulled to support the evacuees with the regular police force rotation. Increase in incidents - Reported to COR police to speed up return to the North Core patrols a. Broken window (Ponty & Co.) b. Vehicles being broken into at night 	
	 A. Foulds will be connecting DSSAB, C. Olsen, L. Chevrette with the BIA to assist with the concerns being brought forward. Also, will loop in Brook McIlroy & Guy Walter in terms of Crime Prevention Through Environmental Design (CPTED) Not sure of the correlation of COR being reassigned and the increase of incidents 	Info

Item	Description	Action
	T. Trist – suggests cleaning up the area behind the Casino parking lot/fence	
	 dark and a place for people to hide, trafficking. 	
	The BIA cleaned out the weeds and the brush.	
	Doug Vincent is working on updating bylaws – make suggestions that may	
	assist with the concerns the BIA and its members are seeing.	
6.8	Parking Authority Board Update – Kara	
	Meeting Aug 10, 2021 at 10am – will provide update at the Board Meeting	
	Updated the Parking Authority on the parking pilot projects.	
	Maintaining 15-minute curbside pick up grace period	
	Report to Council regarding the parkades and their potential sale/reuse –	
	request for ideas for uses of the Victoriaville Parkade other than parking.	
6.10	Administration	
	Board Meeting Schedule – First Tuesday of the Month	
	 September 7, 2021 *move due to holiday weekend? 	
	o October 5, 2021	
	o November 2, 2021	
	o December 7, 2021	
7.0	Correspondence – n/a	
8.0	New Business	
9.0	Next Meeting – September 7, 2021	
	Adjournment –	
	Motion: 2021-36	Carried
	Moved by: J. Calonego Seconded by: J. Murray	