

MINUTES

The Waterfront District BIA

BOARD OF MANAGEMENT MEETING

Tuesday, November 2, 2021

INVITED: Jim Comuzzi, Chair

Peter White, Vice-Chair Jordan Calonego, Treasurer

John Murray, Director Thomas Trist, Director Phil Walkden, Director Kory Morabito, Director Andrew Foulds, Councillor Brian Hamilton, Councillor Kara Pratt, Recording Secretary

TENTATIVE:

REGRETS: Lynn Gray, BIA Bookkeeper

Maelyn Hurley, Director Lora Northway, Director

GUEST:

LOCATION/TIME: Join Zoom Meeting

https://us02web.zoom.us/j/2781002430?pwd=K2RPSnFqWVdKNityRIB2bTIIdnpWZz09

Meeting ID: 278 100 2430 Passcode: WDBIA

Item		Description	Action
1.0	Meeting Call to Order and Disclosures of Interest 5:33pm		
2.0	Approval of Agenda		
	Motion: 2021- 48 Moved by: J. Murray	Seconded by: K. Morabito	Carried
3.0	Presentations		
4.0	Approval of Minutes – Sept	ember 7, 2021– sent electronically	
	Motion: 2021- 49 Moved by: J. Murray	Seconded by: K. Morabito	Carried
5.0	Business Arising from Past	Minutes	

Item	Description	Action
	 AGM - CoTB Administration noted the potential delay in the rejuvenation. K. Pratt received clarification from K. Dixon (Nov 1, 2021): Indigenous consultations to begin soon for theming and needs assessment (business specific for 240 Park Ave & 33 Court St S (new tenants/ownership?)) Court Street S from Wilson St to Park Ave – the City will tender the drawings for the 2022 summer. The street layer drawings are being developed by Brook McIlroy Similar to the design of the street from Bay Street to Wilson with 	Information
	greenery, with minor changes Increased pedestrian space/seating/lighting proposed to park Ave. Red River Road is not in the budget for 2023 – if the BIA wants it prioritised, they will need to lobby council Currently it is up against Balmoral St Note – there are also potentially smaller projects that could be delayed Material costs will continually increase – they have increased considerably over the past year and a half. Engineering looks at risk/liability and currently the Balmoral bridge and multiuse trail have budget priority Discussion will need to occur if the Court from Park to Red River and Red River from Court to Cumberland can be done in a fell swoop or, if they need to be broken up into two summers.	
		Discussion
	 Piscussion surrounded the following topics: Plan for future maintenance of the greenery (if in the plan to be installed) 2022 to replace underground infrastructure to Park Avenue, 2023 to replace infrastructure to Red River Road? – dependent of the feedback from the building owners – awaiting instruction to gain feedback. Is there a budget from the consultant? Engineering? Large projects are always phased due to the magnitude of the costs and all of the funds cannot be diverted to the North Core. Due to the public feedback more planning is required - there is an opportunity to change plans as this is a once in a lifetime opportunity, lots of feedback but that is good. We might need a vision of 2024-25 to get the extraordinary. It is difficult to wait when the infrastructure is failing and the project is in the engineering pot, not of that of a special project funding - Coordinator to clarify the funding. How does the Board go about discussing the options with the membership without having plans to present? There is work the Board can do to at least provide City Engineering with an idea. Poll the membership after the plans are able to be presented with the options. Even if the BIA was to know the timeline, the scale is not as critical Cumberland needs to be added to the project. 	

Item	Description	Action
	The scope of the project could be compromised by budgetary constraints.	
	 Request an idea of the disruption. Note – 	
	 the BIA has the highest tax base is filled with private funding the event centre has not been built, this beautification and 	
	infrastructure project is vital to the continued revitalization of the North Core.	
	United Way Catch the Ace – Video for the Winner	Action
	 Volunteer to be on video? Script will be provided. T. Trist Volunteered 	Action
6.0	Reports	
6.1	Chair's Report – Jim	
	1. Chair's Update	
6.2	Finance Committee - Jordan	
	Financials – Oct ended Sunday – will present at a later date.	
	2. Executive Management Team at the City of Thunder Bay did not approve the	
	Waterfront District BIA Budget as presented. It was asked the request for an	
	additional \$10,000 from the City of Thunder Bay be removed to assure they are able to meet the tax increase cap set by council.	
	are asia to most the tax more as supported to	
	A revised BIA Budget will be sent to the City and voted upon at the December BIA Meeting.	Information
	The \$20,000 request was denied, but the budget will still increase by \$10,000 from the tax levies from the membership – the BIA budget side does not need to adjust.	
	Funding - Requests for Sponsorships a. Craft Revival	
	• \$1500 in BIA Bucks for the following:	
	 \$1,000 to purchase raffle items from BIA businesses i. \$500 for volunteers to buy a drink/snack on day off Craft Revival 	
	Motion: 2021- 50 Moved by: T. Trist Seconded by: J. Murray	Carried
6.3	Infrastructure/Beautification Committee – John	

Item	Description	Action
	 Winter hanging baskets – request for 3 quotes Velvet Rope Floral (BIA member) – installing week after Remembrance Day Holiday Pilot projects – Winter installations K. Pratt talked to Rotary today (2pm – will update) 	Information
6.4	Marketing, Events & Promotion Committee	
	1. Marketing Update a. Physically distanced Grinch Photos – Set for December 4th b. 12 Days of Christmas with Dougall Media (BIA Buck Giveaway) c. \$1,000 donation from RII Realty to assist with endeavours d. Window painting? K. Morabito discussed in more detail the contact as well as the process. Information can be shared with the membership, however a theme for future	Information
	years would be preferred.	
6.5	Membership Services Committee – To Be Filled Safety & Security – Peter	
	 Altercation resulting in death within the BIA – related to an altercation that started in apartment within the BIA. Insurance Deductible Reimbursement Letter – DRAFT Delay to December – Executive Management Team with the CoTB requested a revised budget - they did not approve their \$10,000 portion of the increase. Will review the budget and readjust based on safety needs. Discussion surrounding budget and security – Fort William BIA is piloting the use of a security company on an as needed basis. Someone to call to determine the best forward, or if the Police are required to intervene. 	Update/Acti on
6.7	 Parking Authority Board Update – Kara Delayed the sale of the Parkades Requested information on the ticketing frequency within the other areas of the City Noted to bring forward at the next Parking Authority meeting – the new parking stations are not very user friendly. Time cannot be added to a licence plate The screes do not show free weekend and evening parking Accessibility concerns Public education concerns 	Action

Item	Description	Action
6.8	Administration	
	Board Meeting Schedule – First Tuesday of the Month	
	o December 7, 2021	
7.0	Correspondence – n/a	
8.0	New Business	
	 A. Foulds making the BIA aware there was a review of council committees & committee participation There are 38 committees of council, of those 38 there are approximately 78 appointments to committees There was an assessment of participation and a recommendation that there be a few committees without council participation at all Other committees will reduce from two council members to one council member The Waterfront District is one of the committees that will see a reduction of council member representation from two to one When a new council is elected, they will get to choose/put their name forward for different committees. 	
9.0	Next Meeting – December 7, 2021	
	Adjournment –	
	Motion: 2021- 51 Moved by: B. Hamilton Seconded by: A. Foulds	Carried