

MINUTES

The Waterfront District BIA

BOARD OF MANAGEMENT MEETING

Tuesday, May 3, 2022

INVITED: Jim Comuzzi, Chair

Peter White, Vice-Chair Jordan Calonego, Treasurer

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

TENTATIVE:

REGRETS: Lora Northway, Director

Kory Morabito, Director Lynn Gray, BIA Bookkeeper

GUEST: Matt & DJ from Kia Ora Kannabis

LOCATION/TIME: 5:30pm - Join Zoom Meeting

https://us02web.zoom.us/j/2781002430?pwd=K2RPSnFqWVdKNityRIB2bTlldnpWZz09

Meeting ID: 278 100 2430 Passcode: WDBIA

Item	Description	Action
1.0	Meeting Call to Order and Disclosures of Interest: 5:32pm	
2.0	Approval of Agenda Listed P. White as in attendance in the April 2022 DRAFT Minutes – was away	
	on vacation.	
	Motion: 2022-21	
	Carried based on adjustment to P. White attendance. Moved by: T. Trist Seconded by: J. Cal	Carried
3.0	Presentations	

Item	Description	
	Matt & DJ from Kia Ora Kannabis on the stigma of Cannabis Re: BIA Bucks and equal opportunity for retailers.	
	Kia Ora Kannabis to be added to BIA Bucks as a retailer. K. Pratt to inform the business of the addition to the BIA Bucks and follow up if there are any questions about process.	
4.0	Approval of Minutes – April 5, 2022– sent electronically	
	Motion: 2022-22 Moved by: J. Murray Seconded by: P. Walkden	Carried
5.0	Business Arising from Past Minutes	
	Patio Approvals – moved to Chair Report	
6.0	Reports	
6.1	Chair's Report – Jim	
	Canada Summer Jobs	Information
	Approved for 4 positions:	mormation
	Intern	
	Content Creator x2	
	Community Arts Coordinator	
	2. OBIAA Conference	
	Updated on OBIAA Conference attendance. Was beneficial for many of the connections made as well as the mobiles – visiting other BIAs. Was helpful for activation ideas and how placemaking is a tool for social & economic recovery.	Information
	3. Budget for Best Practice Sessions?	
	https://obiaa.com/2022-professional-development-sessions/	Carry forward
	4. Approval of Patio Applications	
	St. Paul RoasteryRed Lion Smokehouse on Street Patio	Discussion
	Discussion regarding the patios on St. Paul St. and learnings from last year. Will meet with those members to discuss the plan going forward.	
	Approval for patios with the caveat that they are cleaned every night (garbage included).	
6.2	Finance Committee - Jordan	

Item	Description	Action		
	1. Financials – Carry forward to June			
		forward		
	2. Funding - Requests for Sponsorships			
	a) CoTB, Culture Development & Events Section			
	• \$1,500 in Cash Sponsorship			
	• \$1,500 in BIA Buck Sponsorship			
	 \$1,500 in BIA Buck Sponsorship \$2,000 in Advertising Sponsorship 			
	 \$2,000 in Advertising Sponsorship 15+ events this summer with Canada Day, Live on the Waterfront (x9) and more programmed at Marina Park. 			
	Patron Level Sponsorship benefits include: logo on the event	Approved		
	guide, weblink on the City Website, Social Media Mentions,			
	official Thank you ad on the Summer events program, ad in			
	the program, Logo on event signage, opportunity to distribute			
	information, or onsite activities (subject to CoTB approval).			
	Motion: 2022-23			
	Approval of \$1,500 BIA Bucks and in-kind advertising on the LED Board located			
	within the BIA.			
	Moved by: P. White Seconded by: A. Foulds			
	b) Ecole Secondaire Catholique de La Verendrye			
	 \$275 in BIA Bucks\Gr 12 Graduation at the Delta – BIA 	Approved		
	Bucks will be given to graduating students to spend in the			
	area			
	Promotion on school Motion: 2022-24			
	Approval of \$275 to support the graduating class at a) Ecole Secondaire			
	Catholique de La Verendrye			
	Moved by: J. Murray Seconded by: B. Hamilton			
	c) St. Ignatius High School Competitive Cheer Team (Carly Hughes of Wink Beauty)			
	\$100 Cash Sponsorship			
	 Fundraising to offset expenses for an upcoming competition 	Approved		
	in Ottawa Ontario.			
	Motion: 2022-25			
	Approved \$100 BIA Bucks Sponsorship			
	Moved by: A. Foulds Seconded by: J. Murray			
	d) Ladies Auxiliary to the Royal Canadian Legion MB Command 50 th			
	Biennial Convention			
	• \$1,000 BIA Buck Sponsorship			
	Convention is June 17-19, 2022			
	Motion: 2022-			
	Denied based on insufficient information for an application. N/A how it will benefit			
	BIA Businesses, recognition to the BIA.			

Item	Description	
	Moved by: Seconded by:	
6.3	Infrastructure/Beautification Committee – John	
	 Spring/Summer Plans – Awaiting spring and pick-up of the hanging baskets. CoTB presented to the membership options for design – Awaiting additional feedback. Please remind everyone to watch the presentations and send comments/concerns to Brook McIlroy and the City of Thunder Bay. 	Information Discussion
	B. Hamilton - Remind/encourage membership to comment to help the design move forward.	
6.4	Marketing, Events & Promotion Committee	
	Website – See attached PDF of site statistics a. Quote to update the site is for \$2500+HST and annual hosting fees of \$499+HST & maintenance services of \$100/Hr	Discussion
	Look at other options for the site – what is the best practice for a BIA.	
6.5	Membership Services Committee – Phil	
	CRM Beta software – leverage Summer Students to provide information for the system – better understand businesses, BIPOC, WomenLED, # of employees, volunteers.	Update
6.6	Safety & Security – Peter	
	Emailed & Called SOS for training – they are understaffed and trying to figure something out.	Update
	Need to address:	
	Thefts of tip jarsVagrant panhandlers	
	People entering places of businesses who have been abusing substances and subsequently blacking out in the business	
6.7	Parking Authority Board Update – Kara	
	Parking App has been released	Update
6.8	Administration	
	Board Meeting Schedule – First Tuesday of the Month	

Item	Description		Action
	o June 7, 2022		
	o July 5 or 12, 2022 – De	elay 1 week? Holiday weekend	
	o August 2 or 9, 2022 – I	Delay 1 week? Holiday weekend	
	o September 6 or 13, 20	22 Delay 1 week? Holiday weekend	
	o October 4, 2022		
	o November 1, 2022		
	o December 6, 2022		
7.0	Correspondence – n/a		
8.0	New Business		
	A. Foulds paid complement to Red Lion Smokehouse and their bartender providing tourism information to persons visiting the area. Talking about returning to the city to see all of the locations discussed in the ten-minute conversation.		Information
9.0	Next Meeting – June 7, 2022		
	Adjournment – 7:18pm		
	Motion: 2022-26		
	Moved by: A. Foulds Secon	ded by: P. Walkden	