



Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE BOARD OF DIRECTORS

Thursday, February 26th, 2015
7:30am

The Grand Experience, Upper Level
177 Kent Street West, Lindsay

2015 Board Members

Vice Chair	Chair	Secretary/Treasurer
Steve Podolsky	Charlie McDonald	Sandra Falconer

Voting Members

Bruce Creber	Jim Garbutt
James Myette	Paul Orchard
Tim White	Ryan Worden

City Councillors

Isaac Breadner, Pat Dunn, Gord James

KLPS Liason	Staff Liason	Public Works Liason
Chief John Hagarty	Lance Sherk	Michelle Hendry

MEETING #RBM-2015-01

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 7:35am

In Attendance: Charlie McDonald, Steve Podolsky, Sandra Falconer, Bruce Creber, Paul Orchard, Tim White, Jim Garbutt, Ryan Worden, James Myette, Pat Dunn, Isaac Breadner, Bruce Kitching (representing Michelle Hendry)

Recording Secretary: Melissa Ford

Late Arrivals: Gord James (7:40am), Chief Hagarty (8:10am)

Early Departures: None

Guests: Greg Nesbitt, Leona Byrne, Darlene Algire, Brigitte Kay, Steve Turner, Nicki Dedes (arrived 7:45am)

Regrets: None

Absent: Lance Sherk

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Steve Podolsky

Seconded By: Isaac Breadner

Resolved: That the agenda be adopted as circulated.

Carried RBM2015-01

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Isaac Breadner

Seconded By: Steve Podolsky

Resolved: That the minutes of the January 27th, 2015 Annual General Meeting be approved.

Carried RBM2015-02

3.0 DEPUTATIONS

3.1 PARK IT! REPORT FINDINGS BY BRIGITTE KAY

Moved By: Isaac Breadner

Seconded By: Steve Podolsky

Resolved: That the presentation of information be moved to discussion in 6.4.

Carried RBM2015-03

4.0 CORRESPONDENCE

None

5.0 LIASON UPDATES

5.1 POLICE

Update given by Chief Hagarty regarding local robberies which are drug-related and have been successfully solved. Patrol continues.

5.2 STAFF – *No update*

5.3 PUBLIC WORKS

Update given by Bruce Kitching of Public Works. Letters have been sent to building owners reminding them of their obligation to maintain snow removal on sidewalks in front of their vacant buildings. At request of merchants will look into additional sidewalk clearing by Public Works on Kent Street, especially on Sundays when many merchants are not open.

5.4 COUNCIL

Update given by Councillor Pat Dunn regarding completion of the sign by-law. Meeting will be scheduled with Susanne Murchison so that the BIA can be updated. Update given regarding use of the Gator by contracted employees – KLPS will allow use while contractors are on duty with the BIA, in BIA geographical area only.

6.0 REPORTS

6.1 TREASURER

Moved By: Steve Podolsky

Seconded By: Sandra Falconer

Resolved: That the January 2015 Treasurer's Report be accepted.

Carried RBM2015-04

6.2 MARKETING

Moved By: Ryan Worden

Seconded By: James Myette

Resolved: That the Minutes of February 3rd, and February 18th, 2015 (Special Meeting) be accepted.

Carried RBM2015-05

Moved By: Jim Garbutt

Seconded By: Tim White

Resolved: That the Recommendation that \$2000 be spent with Colour & Code for the rebranding of the BIA and redesign of existing website be accepted, with addition of the subject of 'Heritage' incorporated into the branding.

Carried RBM2015-06

6.3 BEAUTIFICATION

Moved By: Steve Podolsky

Seconded By: Tim White

Resolved: That the Minutes of February 5th, 2015 be accepted.

Carried RBM2015-07

Moved By: Gord James

Seconded By: Jim Garbutt

Resolved: That the Recommendation that the RFP submitted from Hill's Florist for planters and hanging baskets be accepted.

Carried RBM2015-08

6.4 PARKING / ADVOCACY

Moved By: Isaac Breadner

Seconded By: Steve Podolsky

Resolved: That the Minutes of February 10th, and February 20th, 2015 (Special Meeting) be accepted.

Carried RBM2015-09

Deputation by Brigitte Kay was heard regarding the Black Belt's Team online survey format and results. Discussion as to BIA's position on the subject, and the content of deputations to Council was conducted.

Moved By: James Myette

Seconded By: Tim White

Resolved: The BIA's recommendation is to remove paid parking in the BIA geographical area, with a 2 hour limit enforced on the streets.

Carried RBM2015-10

7.0 NEXT MEETING

Thursday, March 26th, 2015

7:30am

Kawartha Lakes Police Service Community Room

6 Victoria Avenue North, Lindsay

8.0 ADJOURNMENT

Moved By: Jim Garbutt

Seconded by: Steve Podolsky

Resolved: That the February 26th, 2015 meeting of the Board of Directors adjourn at 9:00am.

Carried RBM2015-11



Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE BOARD OF DIRECTORS

Thursday, March 26th, 2015
7:30am

Kawartha Lakes Police Service Community Room
6 Victoria Avenue North, Lindsay

2015 Board Members

Vice Chair	Chair	Secretary/Treasurer
Steve Podolsky	Charlie McDonald	Sandra Falconer

Voting Members

Bruce Creber	Jim Garbutt
James Myette	Paul Orchard
Tim White	Ryan Worden

City Councillors

Isaac Breadner, Pat Dunn, Gord James

KLPS Liason	Staff Liason	Public Works Liason
Chief John Hagarty	Kelly Maloney	Michelle Hendry

MEETING #RBM-2015-02

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 7:33am

In Attendance: Charlie McDonald, Steve Podolsky, Sandra Falconer, Paul Orchard, James Myette, Ryan Worden, Jim Garbutt, Tim White, Isaac Breadner, Pat Dunn, Kelly Maloney

Recording Secretary: Melissa Ford

Late Arrivals: Gord James (8:40am)

Early Departures: None

Guests: Corry McClure

Regrets: Bruce Creber, Michelle Hendry

Absent: Chief Hagarty

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Pat Dunn

Seconded By: Jim Garbutt

Resolved: That the agenda be adopted as circulated.

Carried RBM2015-12

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Steve Podolsky

Seconded By: Tim White

Resolved: That the minutes of the February 26th, 2015 meeting be approved.

Carried RBM2015-13

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 CHARITY ROAD HOCKEY TOURNAMENT

Annual event will be taking place on Sunday, May 24th. Kent Street will be closed from Victoria Avenue to Lindsay Street. Canadian Tire and Boston Pizza have offered support, and more information will be gathered regarding what they are offering so to ensure that other businesses are still prominent.

Moved By: Pat Dunn

Seconded By: Jim Garbutt

Resolved: The Lindsay Downtown BIA will donate \$500 in support of the March of Dimes Charity Road Hockey Tournament.

Carried RBM2015-14

6.0 LIASON UPDATES

6.1 POLICE

None

6.2 STAFF

Introduction of Kelly Maloney, Acting Director of Economic Development. Kelly will be spending the next few weeks familiarizing herself with the BIA and downtown businesses.

6.3 PUBLIC WORKS

None

6.4 COUNCIL

Pat Dunn updated on the Core Review Study coming up in April, and the study of the ward boundaries.

7.0 REPORTS

7.1 TREASURER

Moved By: Sandra Falconer

Seconded By: Isaac Breadner

Resolved: That the adoption of the February Treasurer's report be deferred to the April meeting.

Carried RBM2015-15

7.2 MARKETING

Moved By: James Myette

Seconded By: Ryan Worden

Resolved: That the Minutes of the March 11th, 2015 Meeting be accepted.

Carried RBM2015-16

Discussion about attendance at the Fleming College Open House on April 11th was conducted. Corry McClure has arranged space, and Melissa Ford will contact Jennifer Johnston at Economic Development regarding sharing a booth.

7.3 BEAUTIFICATION

Moved By: Isaac Breadner

Seconded By: Paul Orchard

Resolved: That the Minutes of the March 5th, 2015 Meeting be accepted.

Carried RBM2015-17

7.4 PARKING / ADVOCACY

Moved By: Isaac Breadner

Seconded By: Gord James

Resolved: That the Minutes of the March 10th, 2015 Meeting be accepted.

Carried RBM2015-18

Update was given on the Black Belt project. A small group has met with the Black Belt Team and the BIA's position was presented to them. Meeting was positive and they are currently awaiting some updated financials and numbers from them.

Update was given on amendments to the Sign By-Law affecting downtown businesses. Amendments include a removal of a reference to 'internally lit awnings', the inclusion of phone numbers and websites on signs, and restrictions on the coverage of windows. A public open house has been scheduled for May 28th. Any concerns by downtown merchants can be sent to Melissa Ford in advance of this meeting, and will be forwarded to Susanne Murchison.

Moved By: Jim Garbutt

Seconded By: Steve Podolsky

Resolved: That the verbal report regarding the Sign By-Law be received.

Carried RBM2015-19

7.4 ADMINISTRATOR

Report given regarding activities conducted throughout March, including CFDC funding, parking, website & branding, training sessions, social media and new businesses.

The topic of the Pan Am Torch Run was raised, and the relay will be passing through Lindsay on June 4th. Melissa Ford will communicate with Economic Development for further information.

8.0 NEXT MEETING

Thursday, April 30th, 2015

7:30am

Kawartha Lakes Police Service Community Room
6 Victoria Avenue North, Lindsay

9.0 ADJOURNMENT

Moved By: Isaac Breadner

Seconded by: Pat Dunn

Resolved: That the March 26th, 2015 meeting of the Board of Directors adjourn at 8:28am.

Carried RBM2015-20



Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE BOARD OF DIRECTORS

Thursday, April 30th, 2015
7:30am

Kawartha Lakes Police Service Community Room
6 Victoria Avenue North, Lindsay

2015 Board Members

Vice Chair	Chair	Secretary/Treasurer
Steve Podolsky	Charlie McDonald	Sandra Falconer

Voting Members

Bruce Creber	Jim Garbutt
James Myette	Paul Orchard
Tim White	Ryan Worden

City Councillors

Isaac Breadner, Pat Dunn, Gord James

KLPS Liason	Staff Liason	Public Works Liason
Chief John Hagarty	Kelly Maloney	Michelle Hendry

MEETING #RBM-2015-03

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 7:35am

In Attendance: Charlie McDonald, Steve Podolsky, Sandra Falconer, Bruce Creber, Jim Garbutt, Paul Orchard, Ryan Worden, Isaac Breadner, Gord James, Kelly Maloney

Recording Secretary: Melissa Ford

Late Arrivals: None

Early Departures: Isaac Breadner (8:52am), Sandra Falconer (9:01am), Paul Orchard (9:05am)

Guests: Brigitte Kay, Cathy Puffer, Greg Nisbett, Corry McClure, Nicki Dedes

Regrets: Pat Dunn, Bruce Kitching (representing Public Works)

Absent: James Myette, Tim White

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Steve Podolsky

Seconded By: Bruce Creber

Resolved: That the agenda be adopted as circulated.

Carried RBM2015-21

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Sandra Falconer

Seconded By: Steve Podolsky

Resolved: That the minutes of the March 26th, 2015 meeting be approved.

Carried RBM2015-22

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

Received from Brigitte Kay regarding downtown parking issues. Will be discussed during 7.4.

5.0 OTHER OR NEW BUSINESS

5.1 CHARITY ROAD HOCKEY TOURNAMENT

Update given by Charlie McDonald & Steve Podolsky. Road closure application was approved and regular meetings are being conducted with Wards Lawyers.

6.0 LIASON UPDATES

6.1 POLICE

Update given by Chief Hagarty to background and statistics of downtown crime issues, including drug issues, specifically Fentanyl patches, and the increase of drug-related pharmacy robberies. An overview of police presence downtown, including foot and bike patrols was discussed. An addition to the Online Reporting was requested by Cathy Puffer to include an option to report suspicious activity or behaviour.

6.2 STAFF

An update was given by Kelly Maloney specifically regarding the Downtown Revitalization Project, as requested. The project is on track and meeting requirements. A public information session was discussed to bring awareness to the project.

6.3 PUBLIC WORKS

Not applicable

6.4 COUNCIL

Update given by Gord James. Council has committed to the revitalization of the Parkette at #1 Kent. The First Impressions Committee has been restarted.

7.0 REPORTS

7.1 TREASURER

Moved By: Isaac Breadner

Seconded By: Gord James

Resolved: That February & March 2015 Treasurer's reports be accepted.

Carried RBM2015-23

7.2 MARKETING

Moved By: Ryan Worden

Seconded By: Gord James

Resolved: That the Minutes of the April 7th, 2015 Meeting be accepted.

Carried RBM2015-24

Moved By: Gord James

Seconded By: Isaac Breadner

Resolved: That the design created by Tod Ward and approved by the Marketing Committee be approved as the Downtown BIA's official logo.

Carried RBM2015-25

7.3 BEAUTIFICATION

Moved By: Steve Podolsky

Seconded By: Jim Garbutt

Resolved: That the Minutes of the April 2nd, 2015 Meeting be accepted.

Carried RBM2015-26

****Loss of quorum at 9:05am****

7.4 PARKING / ADVOCACY

Acceptance of April 14th, 2015 Minutes deferred to May Meeting.

Meeting to be scheduled to discuss next steps with downtown's recommendation to Council regarding paid parking downtown. Membership will be invited to share thoughts and settle on a recommendation.

7.5 ADMINISTRATOR

Deferred to May Meeting.

8.0 NEXT MEETING

Thursday, May 28th, 2015

7:30am

Kawartha Lakes Police Service Community Room
6 Victoria Avenue North, Lindsay

9.0 ADJOURNMENT

N/A



Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE BOARD OF DIRECTORS

Thursday, May 28th, 2015
7:30am

Kawartha Lakes Police Service Community Room
6 Victoria Avenue North, Lindsay

2015 Board Members

Vice Chair
Steve Podolsky

Chair
Charlie McDonald

Secretary/Treasurer
Sandra Falconer

Voting Members

Bruce Creber

Jim Garbutt

James Myette

Paul Orchard

Tim White

Ryan Worden

City Councillors

Isaac Breadner, Pat Dunn, Gord James

KLPS Liason
Chief John Hagarty

Staff Liason
Kelly Maloney

MEETING #RBM-2015-04

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 7:35am

In Attendance: Charlie McDonald, Steve Podolsky, Bruce Creber, Jim Garbutt, Tim White, Ryan Worden, Isaac Breadner, Pat Dunn, Kelly Maloney

Recording Secretary: Melissa Ford

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: Sandra Falconer, James Myette

Absent: Paul Orchard, Gord James

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Steve Podolsky

Seconded By: Jim Garbutt

Resolved: That the agenda be adopted as circulated.

Carried RBM2015-27

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Bruce Creber

Seconded By: Pat Dunn

Resolved: That the minutes of the April 30th, 2015 meeting be approved.

Carried RBM2015-28

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 CLASSICS ON KENT

Charlie McDonald thanked the Board for their support in the BIA hosting the Classics on Kent Event. A meeting was held on Monday with Charlie, Melissa Ford, Butch Lewis (Event Organizer) and Colleen Collins (Chamber of Commerce) to begin discussing logistics. In order for the event to be successful, there will be a need for volunteers and sponsors. Charlie and Steve Podolsky are meeting later today with our insurance agent to ensure that our coverage is sufficient.

6.0 LIASON UPDATES

6.1 POLICE

Inspector Mark Mitchell attended on behalf of Chief John Hagarty. KLPS has made an effort to step up bicycle patrols during special events, and will continue to do so. The BIA should inform KLPS in advance of any events they would like to see increased presence. Classics on Kent is already on their radar.

6.2 STAFF

A grant towards Classics on Kent was approved at the May 26th Council meeting. A public information session regarding the RED programs and Downtown Revitalization will be held at the Academy Theatre on June 16th. Notices will be placed in the newspaper and social media.

6.3 COUNCIL

Update to use of the Gator by Scott & Stacey Wood. Legal counsel was obtained by Robyn Carlson at CKL and her recommendation was passed to KLPS. Water can now be obtained at the fire department, and there is now no requirement for the Gator to be driven outside the BIA. As long as the Gator remains in our boundary, there should be no issue.

7.0 REPORTS

7.1 TREASURER

Moved By: Pat Dunn

Seconded By: Isaac Breadner

Resolved: That the April 2015 Treasurer's report be accepted.

Carried RBM2015-29

7.2 MARKETING

Moved By: Ryan Worden

Seconded By: Tim White

Resolved: That the Minutes of the May 5th, 2015 Meeting be accepted.

Carried RBM2015-30

7.3 BEAUTIFICATION

Moved By: Pat Dunn

Seconded By: Tim White

Resolved: That the Minutes of the May 7th, 2015 Meeting be accepted.

Carried RBM2015-31

7.4 PARKING / ADVOCACY

Moved By: Pat Dunn

Seconded By: Tim White

Resolved: That the Minutes of the April 14th, 2015 Meeting be accepted.

Carried RBM2015-32

Moved By: Pat Dunn

Seconded By: Tim White

Resolved: That the Minutes of the May 12th, 2015 Meeting be accepted.

Carried RBM2015-33

7.5 ADMINISTRATOR

Update to activities in April and May was given.

8.0 NEXT MEETING

Thursday, June 25th, 2015

7:30am

Kawartha Lakes Police Service Community Room

6 Victoria Avenue North, Lindsay

9.0 ADJOURNMENT

Moved By: Pat Dunn

Seconded By: Isaac Breadner

Resolved: That the Minutes of the May 28th, 2015 Meeting of the Board of Directors be adjourned at 8:25am.

Carried RBM2015-34



Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE BOARD OF DIRECTORS

Thursday, June 25th, 2015
7:30am

Kawartha Lakes Police Service Community Room
6 Victoria Avenue North, Lindsay

2015 Board Members

Vice Chair
Steve Podolsky

Chair
Charlie McDonald

Secretary/Treasurer
Sandra Falconer

Voting Members

Bruce Creber, Jim Garbutt, James Myette
Tim White, Ryan Worden

City Councillors

Isaac Breadner, Pat Dunn, Gord James

KLPS Liason
Chief John Hagarty

CKL Staff Liason
Kelly Maloney

MEETING #RBM-2015-05

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 7:35am

In Attendance: Charlie McDonald, Steve Podolsky, Sandra Falconer, Jim Garbutt, Tim White, Ryan Worden, Isaac Breadner, Pat Dunn, Kelly Maloney

Recording Secretary: Melissa Ford

Late Arrivals: None

Early Departures: None

Guests: Brigitte Kay

Regrets: James Myette

Absent: Bruce Creber, Gord James, Chief Hagarty

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Jim Garbutt

Seconded By: Pat Dunn

Resolved: That the agenda be adopted as circulated.

Carried RBM2015-35

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Steve Podolsky

Seconded By: Tim White

Resolved: That the minutes of the May 28th, 2015 meeting be approved.

Carried RBM2015-36

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

Letter of Resignation received from Paul Orchard, Director

5.0 OTHER OR NEW BUSINESS

5.1 CLASSICS ON KENT

Update given to progress and status of sponsorships, volunteers, prize donations and the logistics of the road closure and placements was discussed.

6.0 LIASON UPDATES

6.1 POLICE

No update given.

6.2 STAFF

Kelly Maloney thanked the Board for their participation in the Downtown Revitalization Public Information session. Stempski Kelly & Associates have been awarded the RFP for Streetscape and Façade Design proposals. Public meetings will be held for this project. TMAC (Travel Media Association of Canada) conducted tours of the Kawarthas following their conference in Peterborough. CKL Tourism staff hosted various writers in the area and their media articles written will follow.

6.3 COUNCIL

Along with Core Service Review updates, Councillor Dunn updated the Board on resolution at Tuesday's council meeting regarding downtown parking. City staff have been directed to work with the BIA to draft new policies and procedures to free parking. The first meeting will be conducted at the BIA Parking Sub-Committee on July 14th.

7.0 REPORTS

7.1 TREASURER

Moved By: Pat Dunn

Seconded By: Sandra Falconer

Resolved: That the May 2015 Treasurer's report be accepted.

Carried RBM2015-37

7.2 MARKETING

Moved By: Jim Garbutt

Seconded By: Isaac Breadner

Resolved: That the Minutes of the June 2nd, 2015 Meeting be accepted.

Carried RBM2015-38

7.3 BEAUTIFICATION

Moved By: Tim White

Seconded By: Isaac Breadner

Resolved: That the Minutes of the June 4th, 2015 Meeting be accepted.

Carried RBM2015-39

7.4 PARKING / ADVOCACY

Moved By: Isaac Breadner

Seconded By: Jim Garbutt

Resolved: That the Minutes of the June 9th, 2015 Meeting be accepted.

Carried RBM2015-40

7.5 ADMINISTRATOR

Update to activities in June was given.

8.0 NEXT MEETING

Thursday, July 30th, 2015

7:30am

Kawartha Lakes Police Service Community Room

6 Victoria Avenue North, Lindsay

9.0 ADJOURNMENT

Moved By: Pat Dunn

Seconded By: Ryan Worden

Resolved: That the Minutes of the June 25th, 2015 Meeting of the Board of Directors be adjourned at 8:35am.

Carried RBM2015-41



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
BOARD OF DIRECTORS

Thursday, July 30th, 2015
7:30am

Kawartha Lakes Police Service Community Room
6 Victoria Avenue North, Lindsay

2015 Board Members

Vice Chair
Steve Podolsky

Chair
Charlie McDonald

Secretary/Treasurer
Sandra Falconer

Voting Members

Bruce Creber, Jim Garbutt, James Myette
Tim White, Ryan Worden

City Councillors

Isaac Breadner, Pat Dunn, Gord James

KLPS Liason
Chief John Hagarty

CKL Staff Liason
Kelly Maloney

MEETING #RBM-2015-06

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 7:35am

In Attendance: Charlie McDonald, Sandra Falconer, Bruce Creber, Jim Garbutt, Tim White, Councillor Isaac Breadner, Councillor Pat Dunn, Councillor Gord James, Kelly Maloney

Recording Secretary: Melissa Ford

Late Arrivals: None

Early Departures: Gord James (8:12am)

Guests: Mark Ridout, Corry McClure (arrived 7:42am)

Regrets: Steve Podolsky, Chief John Hagarty

Absent: James Myette, Ryan Worden

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Tim White

Seconded By: Jim Garbutt

Resolved: That the agenda be adopted as circulated.

Carried RBM2015-42

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Pat Dunn

Seconded By: Jim Garbutt

Resolved: That the minutes of the June 25th, 2015 meeting be approved.

Carried RBM2015-43

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 CLASSICS ON KENT

Update was given on event and subsequent feedback.

Moved By: Gord James

Seconded By: Isaac Breadner

Resolved: That the Lindsay Downtown BIA will host Classics on Kent in 2016.

Carried RBM2015-44

6.0 LIASON UPDATES

6.1 POLICE

Chief Hagarty was unable to attend the meeting but sent the below email following the meeting.

Hi Melissa,

Sorry that I just missed the meeting this morning, this would have been my update:

Brits in the park had a paid duty officer from 10 - 3 as they had a beer tent;

Uniform officers assisted Classics on Kent with clearing the street of vehicles that had been parked overnight. We had asked the dayshift platoon to assign bike patrol for part of the day, but they reported they were too busy to do so. Some platoon officers were at the event on foot through the day, including a planned "flash mob" event;

No other policing issues that I am aware of in the BIA area.

Thanks

Chief Hagarty

6.2 STAFF

Kelly Maloney, Acting Director of Economic Development provided updates, with Jim Garbutt (Chair of the Downtown Revitalization Advisory Committee) assisting. The Streetscape & Façade Design Community Workshop is taking place this evening at 7:00pm at City Hall, all are encouraged to participate. They are currently identifying individuals to participate in the analysis of the Market Area Data Reports. Training of volunteers to (ideally 20 teams of 2) will soon be commencing to conduct 1 on 1 confidential surveys of business owners. Seniors groups are being approached. The Breakfast Television broadcast from Fenelon Falls was a success.

Discussion on the 2010 Appeal against Liquidation Sales at the Lindsay Exhibition was conducted. More information on this will follow for concerned parties.

6.3 COUNCIL

Gord James provided an update on the Old Mill project – the Request for Proposal has gone out and they will see results in September. They will be conducting interviews for a new CAO this evening.

7.0 REPORTS

7.1 TREASURER

As we are now in the second half of the year, the Administrator will provide full breakdowns of each committee's budget, current and projected expenditures at the August meeting.

Moved By: Sandra Falconer

Seconded By: Jim Garbutt

Resolved: That the June 2015 Treasurer's report be accepted.

Carried RBM2015-45

7.2 MARKETING

Charlie McDonald thanked Corry McClure for her service to the BIA as Marketing Committee Chair, as she is relocating. Kate Westcott & Liz Grimes have volunteered to co-chair the committee.

Moved By: Isaac Breadner

Seconded By: Sandra Falconer

Resolved: That the Minutes of the July 7th, 2015 Meeting be accepted.

Carried RBM2015-46

7.3 BEAUTIFICATION

Discussion was held regarding the phone booths (one in front of the Service Center, the other in the Public Works yard). As joint money (City of Kawartha Lakes and Downtown Enchantment Committee) was used to fund them, Carolyn Daynes will be approached to inquire if any profit from their sale would need to be reimbursed to the City. Concerns were brought forth from downtown business owners regarding the styrofoam blow-off from work done at 32 Kent Street West and the negative impact. Ministry of Environment was notified and is taking steps to prevent future occurrences. Discussion on the necessary weeding for downtown and replacement plates for lightpost bases was held and will be further discussed at next week's Beautification meeting.

Moved By: Tim White

Seconded By: Pat Dunn

Resolved: That the Minutes of the July 2nd, 2015 Meeting be accepted.

Carried RBM2015-47

7.4 PARKING / ADVOCACY

Moved By: Isaac Breadner

Seconded By: Pat Dunn

Resolved: That the Minutes of the July 14th, 2015 Meeting be accepted.

Carried RBM2015-48

7.5 ADMINISTRATOR

Update to activities in July was given.

8.0 NEXT MEETING

Thursday, August 27th, 2015

7:30am

Kawartha Lakes Police Service Community Room

6 Victoria Avenue North, Lindsay

9.0 ADJOURNMENT

Moved By: Jim Garbutt

Seconded By: Pat Dunn

Resolved: That the July 30th, 2015 Meeting of the Board of Directors be adjourned at 8:39am.

Carried RBM2015-49



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
BOARD OF DIRECTORS

Thursday, August 27th, 2015
7:30am

Kawartha Lakes Police Service Community Room
6 Victoria Avenue North, Lindsay

2015 Board Members

Vice Chair
Steve Podolsky

Chair
Charlie McDonald

Secretary/Treasurer
Sandra Falconer

Voting Members

Bruce Creber, Jim Garbutt, James Myette
Tim White, Ryan Worden

City Councillors

Isaac Breadner, Pat Dunn, Gord James

KLPS Liason
Chief John Hagarty

CKL Staff Liason
Kelly Maloney

MEETING #RBM-2015-07

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 7:40am

In Attendance: Charlie McDonald, Steve Podolsky, Jim Garbutt, Tim White, Sandra Falconer, Councillor Isaac Breadner

Recording Secretary: Melissa Ford

Late Arrivals: Chief Hagarty (8:20am)

Early Departures: None

Guests: Mark Ridout

Regrets: James Myette, Councillor Pat Dunn, Councillor Gord James, Kelly Maloney

Absent: Bruce Creber, Ryan Worden

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Jim Garbutt

Seconded By: Tim White

Resolved: That the agenda be adopted as circulated.

Carried RBM2015-50

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Tim White

Seconded By: Jim Garbutt

Resolved: That the minutes of the July 30th, 2015 meeting be approved.

Carried RBM2015-51

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

None

6.0 LIASON UPDATES

6.1 POLICE

Chief Hagarty gave an update to activity in the area, and had no significant items or updates to give. He reminded the Board that foot patrols in the downtown area can be requested for events or busy times that may require extra enforcement.

6.2 STAFF

Kelly Maloney sent her regrets to the meeting.

6.3 COUNCIL

Councillor Breadner made request to the Board on behalf of Councillor James for a letter of support towards commercial development in south end of Lindsay, specifically near the northeast corner of Highway 7 and Lindsay Street South. It was agreed that development in that area may be a benefit to the downtown area.

Moved By: Jim Garbutt

Seconded By: Tim White

Resolved: That the BIA will submit a letter of support towards commercial development in the south end of Lindsay.

Carried RBM2015-52

7.0 REPORTS

7.1 TREASURER

Moved By: Sandra Falconer

Seconded By: Steve Podolsky

Resolved: That the July 2015 Treasurer's report be accepted.

Carried RBM2015-53

7.2 MARKETING

Quorum not reached for August 4th Meeting. No minutes to accept.

7.3 BEAUTIFICATION

Moved By: Isaac Breadner

Seconded By: Tim White

Resolved: That the Minutes of the August 6th, 2015 Meeting be accepted. **Carried RBM2015-54**

7.4 PARKING / ADVOCACY

Discussion was held on the subject of the submission of the final draft of the amended Sign By-Law pertaining to the downtown area. The final draft was submitted to the membership for feedback and no response was received. Discussion was held on the subject of Downtown Revitalization and the Streetscape & Façade Design study, as well as the Heritage District study as they pertain to the items being addressed in the by-law.

Moved By: Jim Garbutt

Seconded By: Steve Podolsky

Resolved: That submission of the updated Signage By-Law be delayed until after the results of the Streetscape & Façade Design & Heritage District studies are presented. **Carried RBM2015-55**

Moved By: Tim White

Seconded By: Isaac Breadner

Resolved: That the Minutes of the August 6th, 2015 Meeting be accepted. **Carried RBM2015-56**

7.5 ADMINISTRATOR

Update to activities in August was given.

8.0 CLOSED SESSION

Moved By: Isaac Breadner

Seconded By: Steve Podolsky

Resolved: That the Board will move into a Closed Session for discussion. **Carried RBM2015-57**

Moved By: Tim White

Seconded By: Jim Garbutt

Resolved: That the Board will exit the Closed Session. **Carried RBM2015-58**

Moved By: Jim Garbutt

Seconded By: Tim White

Resolved: As a result of discussion in the Closed Session, the Board of the Directors of the Lindsay Downtown BIA formally recommends to Council that Mark Ridout of Ridout Photography join the Board in the position of Director, in the role of 'Business Resident, being a resident of Lindsay who is an owner or operator of a business located outside the Business Improvement Area but within the City' in accordance with section 2.02 of of by-law 2008-212. Mark Ridout would replace Paul Orchard who formerly held this position, but resigned in June 2015. **Carried RBM2015-59**

9.0 NEXT MEETING

Thursday, September 24th, 2015

7:30am

Kawartha Lakes Police Service Community Room

6 Victoria Avenue North, Lindsay

10.0 ADJOURNMENT

Moved By: Steve Podolsky

Seconded By: Sandra Falconer

Resolved: That the August 27th, 2015 Meeting of the Board of Directors be adjourned at 8:25am.

Carried RBM2015-60



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE BOARD OF DIRECTORS

**Thursday, September 24th, 2015
7:30am**

**Kawartha Lakes Police Service Community Room
6 Victoria Avenue North, Lindsay**

2015 Board Members

Vice Chair
Steve Podolsky

Chair
Charlie McDonald

Secretary/Treasurer
Sandra Falconer

Voting Members

Bruce Creber, Jim Garbutt, James Myette
Mark Ridout, Tim White, Ryan Worden

City Councillors

Isaac Breadner, Pat Dunn, Gord James

KLPS Liason
Chief John Hagarty

CKL Staff Liason
Kelly Maloney

MEETING #RBM-2015-08

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 7:40am

In Attendance: Charlie McDonald, Steve Podolsky, Sandra Falconer, Jim Garbutt, Councillor Isaac Breadner, Councillor Pat Dunn, Kelly Maloney

Recording Secretary: Melissa Ford

Late Arrivals: Inspector Mark Mitchell (8:00am)

Early Departures: None

Guests: None

Regrets: James Myette (on hiatus), Tim White, Mark Ridout

Absent: Councillor Gord James, Ryan Worden

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Jim Garbutt

Seconded By: Isaac Breadner

Resolved: That the agenda be adopted as circulated.

Carried RBM2015-61

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Steve Podolsky

Seconded By: Sandra Falconer

Resolved: That the minutes of the August 27th, 2015 meeting be approved.

Carried RBM2015-62

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 OFFICIAL WELCOME TO NEW DIRECTOR, MARK RIDOUT

5.2 TRANSIENT TRADERS UPDATE

The OMB (Ontario Municipal Board) sent a letter to all appellants, which include the BIA, Steve Podolsky, and Jim Garbutt, requesting that letters be sent by each to confirm their request that the file remain open, or else the matter would be closed. Letters will be composed and sent by all before the due date of October 2nd. Kelly Maloney will be meeting with Doug Carroll in the near future for more information.

6.0 LIASON UPDATES

6.1 POLICE

Inspector Mark Mitchell attended on behalf of Chief John Hagarty. He would like to commend the downtown businesses involved in reporting the use of counterfeit US \$100 bills. The couple was apprehended and \$5000 in counterfeit bills were recovered.

6.2 STAFF

Kelly Maloney gave an update on the Downtown Revitalization Project. Darlene Algire has resigned her position as coordinator and Vaughn Finch, who was covering Carlie Arbour's maternity leave has stepped in. The Lindsay part of the project is focusing on the Market Area Data Reports and Business Owner Surveys. Training was conducted for volunteers administering the surveys by Judy Coward. An extension for completion of the project past the December 31st date has been applied for from OMAFRA. Heritage Conservation studies are also underway.

6.3 COUNCIL

Councillor Pat Dunn gave an update on the status of the Colborne Street bridge from Tuesday's Council meeting. Councillor Isaac Breadner gave an update on Core Service Review presentations which are soon to be underway.

7.0 REPORTS

7.1 TREASURER

A request from Pat Dunn was made to request that a year-to-date column be provided on the report to show what has been spent in relation to the budget.

Moved By: Isaac Breadner

Seconded By: Pat Dunn

Resolved: That the August 2015 Treasurer's report be accepted.

Carried RBM2015-63

7.2 MARKETING

Moved By: Pat Dunn

Seconded By: Sandra Falconer

Resolved: That the Minutes of the September 1st, 2015 Meeting be accepted.

Carried RBM2015-64

7.3 BEAUTIFICATION

Moved By: Isaac Breadner

Seconded By: Sandra Falconer

Resolved: That the Minutes of the September 3rd, 2015 Meeting be accepted.

Carried RBM2015-65

7.4 PARKING / ADVOCACY

Moved By: Pat Dunn

Seconded By: Isaac Breadner

Resolved: That the Minutes of the September 8th, 2015 Meeting be accepted.

Carried RBM2015-66

7.5 ADMINISTRATOR

Update to activities in September was given.

8.0 NEXT MEETING

Thursday, October 29th, 2015

7:30am

Kawartha Lakes Police Service Community Room

6 Victoria Avenue North, Lindsay

9.0 ADJOURNMENT

Moved By: Steve Podolsky

Seconded By: Jim Garbutt

Resolved: That the September 24th, 2015 Meeting of the Board of Directors be adjourned at 8:20am.

Carried RBM2015-67



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE BOARD OF DIRECTORS

**Thursday, October 29th, 2015
7:30am**

**Kawartha Lakes Police Service Community Room
6 Victoria Avenue North, Lindsay**

2015 Board Members

Vice Chair
Steve Podolsky

Chair
Charlie McDonald

Secretary/Treasurer
Sandra Falconer

Voting Members

Bruce Creber, Jim Garbutt, James Myette
Mark Ridout, Tim White, Ryan Worden

City Councillors

Isaac Breadner, Pat Dunn, Gord James

KLPS Liason
Chief John Hagarty

CKL Staff Liason
Kelly Maloney

MEETING #RBM-2015-09

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 7:34am

In Attendance: Charlie McDonald, Steve Podolsky, Sandra Falconer, Jim Garbutt, Mark Ridout, Tim White, Ryan Worden, Councillor Isaac Breadner, Kelly Maloney

Recording Secretary: Melissa McFarland

Late Arrivals: Councillor Pat Dunn (7:36am), Inspector Mark Mitchell (8:10am)

Early Departures: Kelly Maloney (8:12am), Inspector Mark Mitchell (8:20am)

Guests: None

Regrets: James Myette (On Hiatus)

Absent: Bruce Creber, Councillor Gord James

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Steve Podolsky

Seconded By: Isaac Breadner

Resolved: That the agenda be adopted as circulated.

Carried RBM2015-68

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Sandra Falconer

Seconded By: Isaac Breadner

Resolved: That the minutes of the September 24th, 2015 meeting be approved.

Carried RBM2015-69

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 SIGN BY-LAW AMENDMENTS

Discussion on the draft of the Sign By-Law Amendments pertaining to the Downtown Business Improvement Area were discussed. The Board was informed by Susanne Murchison, Chief Building Official that the draft was intended to be brought before Council in November, and any further delays (required in order to address the results of the Downtown Revitalization Streetscape & Façade Design recommendations, as well as the Heritage Designation process) would result in the issue next coming up for approval in Q3 or Q4 of 2016. The Board agreed that the delay may negatively impact the downtown as signs meeting the old by-law could continue to be erected until the amended by-law is passed.

Moved By: Tim White

Seconded By: Sandra Falconer

Resolved: That Susanne Murchison, Chief Building Official be informed that the BIA agrees to the Sign By-Law Amendments being presented to Council in November but would like the items of Halo Lighting (being an accepted sign type) and Third Party Signage addressed, either before the report goes to Council, or by BIA deputation.

Carried RBM2015-70

5.2 SIGN PERMIT APPROVALS

Moved By: Jim Garbutt

Seconded By: Mark Ridout

Resolved: Melissa McFarland will respond to the two submitted sign permit applications with the following comments:

Fit Body Boot Camp (32 Kent Street West) – Sign proposal is approved – no comments. The BIA understands that it is anticipated that a variance will be applied for to address the window coverings, and from the design contained on the sign application the BIA would like to address the window coverings in advance of the variance applications to advise that there may be concerns with the content contained on the coverings and to recommend that alternative methods of covering the windows (blinds, tinting, frosting, etc) be considered).

Carried RBM2015-71

6.0 LIASON UPDATES

6.1 POLICE

Inspector Mark Mitchell attended on behalf of Chief John Hagarty. BIA retailers should be aware of a province-wide fraud involving pre-paid credit cards often sold in drugstores and other retailers. The BIA is reminded to please let him know of any events occurring downtown that may benefit from additional foot patrol

6.2 STAFF

No update.

6.3 COUNCIL

Council focus is on upcoming city-wide budgets to address 10.7 million dollar shortfall.

7.0 REPORTS

7.1 TREASURER

Moved By: Isaac Breadner

Seconded By: Sandra Falconer

Resolved: That the September 2015 Treasurer's report be accepted.

Carried RBM2015-72

7.2 MARKETING

Moved By: Pat Dunn

Seconded By: Isaac Breadner

Resolved: That Steve Sisson be hired to play Santa for the upcoming holiday season and that a signed affidavit be completed to ensure no criminal activity has been conducted since last year's police checks were completed.

Carried RBM2015-73

Moved By: Ryan Worden

Seconded By: Tim White

Resolved: That the Minutes of the October 6th, 2015 Meeting be accepted.

Carried RBM2015-74

7.3 BEAUTIFICATION

Moved By: Tim White

Seconded By: Sandra Falconer

Resolved: That the Minutes of the October 1st, 2015 Meeting be accepted.

Carried RBM2015-75

Moved By: Jim Garbutt

Seconded By: Pat Dunn

Resolved: That a tender for beautification services be prepared for 2016.

Carried RBM2015-76

Moved By: Jim Garbutt

Seconded By: Ryan Worden

Resolved: That an application for Legacy C.H.E.S.T. funding be completed for new banners.

Carried RBM2015-77

7.4 PARKING / ADVOCACY

Moved By: Sandra Falconer

Seconded By: Isaac Breadner

Resolved: That the 2014-2015 Charity Meter Recipients be paid out as previously from July 1, 2014 – June 30th, 2015, and the 2015-2016 Recipients be paid out from July 1st, 2015 to the time of meter removal.

Carried RBM2015-78

Moved By: Isaac Breadner

Seconded By: Jim Garbutt

Resolved: That the Minutes of the October 13th, 2015 Meeting be accepted.

Carried RBM2015-79

7.5 ADMINISTRATOR

Update to activities in October was given.

8.0 CLOSED SESSION

8.0 NEXT MEETING

Thursday, November 26th, 2015

7:30am

Kawartha Lakes Police Service Community Room

6 Victoria Avenue North, Lindsay



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE BOARD OF DIRECTORS

Thursday, November 26th, 2015
7:30am

Kawartha Lakes Police Service Community Room
6 Victoria Avenue North, Lindsay

2015 Board Members

Vice Chair
Steve Podolsky

Chair
Charlie McDonald

Secretary/Treasurer
Sandra Falconer

Voting Members

Bruce Creber, Jim Garbutt, James Myette
Mark Ridout, Tim White, Ryan Worden

City Councillors

Isaac Breadner, Pat Dunn, Gord James

KLPS Liason
Chief John Hagarty

CKL Staff Liason
Kelly Maloney

MEETING #RBM-2015-10

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 7:32am

In Attendance: Charlie McDonald, Steve Podolsky, Sandra Falconer, Jim Garbutt, Mark Ridout, Councillor Isaac Breadner, Councillor Pat Dunn, Kelly Maloney

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: Debra Soule

Regrets: Councillor Gord James

Absent: Bruce Creber, James Myette, Tim White, Ryan Worden, Chief Hagarty

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Jim Garbutt

Seconded By: Isaac Breadner

Resolved: That the agenda be adopted as circulated.

Carried RBM2015-80

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Steve Podolsky

Seconded By: Mark Ridout

Resolved: That the minutes of the October 29th, 2015 meeting be approved.

Carried RBM2015-81

3.0 DEPUTATIONS

3.1 DEBRA SOULE, ARTS, CULTURE & HERITAGE

BIA representation on Arts, Culture & Heritage Committee, 2016 Music in Public Places, Downtown Lindsay Heritage Conservation District Study

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 SIGN BY-LAW AMENDMENTS

Proposed amendments were passed at the November 24th Council Meeting. The topic of Third Party Signage is being addressed and a report to Council will be presented by the end of the second quarter of 2016.

5.2 ANNUAL GENERAL MEETING

Scheduled for Thursday, January 21st at 6:30pm. Use of the Victoria Room at 26 Francis Street will be requested from the City. Elections for Chair, Vice-Chair and Secretary/Treasurer from existing Directors will be held at this time.

5.3 2016 BUDGET

Moved By: Steve Podolsky

Seconded By: Isaac Breadner

Resolved: That the 2016 BIA Budget be submitted, using the same figures as 2015.

Carried RBM2015-82

5.4 HST ACCOUNT

Darlene Algire (former Director & Treasurer) received a phone call from Revenue Canada advising that if the BIA HST account is not being used then it is recommended it be closed. It is possible that the BIA is still entitled to an input tax credit. Charlie McDonald and Steve Podolsky will meet with Carolyn Daynes, City Treasurer for more information.

6.0 LIASON UPDATES

6.1 POLICE

Regrets were sent by Chief Hagarty for today's meeting. He has requested that any issues be forwarded to him.

Discussion of downtown cameras was discussed and will be placed on the next Advocacy Agenda.

6.2 STAFF

No update.

6.3 COUNCIL

By-Law Enforcement matters are on track. Budget discussions for the City will be taking place on December 10th and 11th

7.0 REPORTS

7.1 TREASURER

Moved By: Steve Podolsky

Seconded By: Jim Garbutt

Resolved: That the October 2015 Treasurer's report be accepted.

Carried RBM2015-83

7.2 MARKETING

Moved By: Isaac Breadner

Seconded By: Pat Dunn

Resolved: That the Minutes of the November 3rd, 2015 Meeting be accepted.

Carried RBM2015-84

7.3 BEAUTIFICATION

Moved By: Mark Ridout

Seconded By: Pat Dunn

Resolved: That the Minutes of the November 5th, 2015 Meeting be accepted.

Carried RBM2015-85

7.4 PARKING / ADVOCACY

Moved By: Pat Dunn

Seconded By: Jim Garbutt

Resolved: That the Minutes of the November 10th, 2015 Meeting be accepted.

Carried RBM2015-86

7.5 ADMINISTRATOR

Update to activities in November was given.

8.0 NEXT MEETING

Annual General Meeting
Thursday, January 21st, 2016
6:30pm
Victoria Room, 26 Francis Street

9.0 ADJOURNMENT

Moved By: Steve Podolsky

Seconded By: Isaac Breadner

Resolved: That the November 26th, 2015 Meeting of the Board of Directors be adjourned at 8:42am.

Carried RBM2015-87



Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE **BEAUTIFICATION COMMITTEE**

**Thursday, January 8th, 2015
8:00am**

**Big Brothers Big Sisters
117 Kent Street West, Lindsay**

Committee Members

Chair
Steve Podolsky

Vice Chair
Paul Orchard

Voting Members
Mary Anne Byrne
Sandra Falconer
Jim Garbutt
Councillor Pat Dunn

City of Kawartha Lakes Liason
Ryan Smith

MEETING #BC-2015-01

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 8:05am

In Attendance: Steve Podolsky, Mary Anne Byrne, Charlie McDonald, Ryan Smith

Recording Secretary: Melissa Ford

Late Arrivals: None

Early Departures: None

Guests: Paul Orchard, Sandra Falconer

Regrets: Jim Garbutt, Pat Dunn

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Steve Podolsky

Seconded By: Mary Anne Byrne

Resolved: That the agenda be adopted with the following amendments:

- Agenda item 5.1 move to 2.1, prior to motion being carried
- Addition to Agenda: 5.6 RFQ for Summer Planters
- Addition to Agenda: 5.7 Signage

Carried BC2015-01

COMMITTEE STRUCTURE

- All persons in attendance are confirmed as committee members, plus Pat Dunn and Jim Garbutt who gave verbal confirmation of their intention to stay on the committee
- Charlie McDonald nominates Steve Podolsky to continue to Chair Beautification Committee in 2015; nomination is accepted
- A volunteer is requested for the position of Vice-Chair; Paul Orchard steps forward

2.2 DECLARATIONS OF PECUNIARY INTEREST

None

2.3 ADOPTION OF MINUTES

Moved By: Steve Podolsky

Seconded By: Mary Anne Byrne

Resolved: That the minutes of the 11/06/15 Beautification Committee meeting be approved

Carried BC2015-02

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 COMMITTEE MEETING SCHEDULE FOR 2015

Agreed that the current schedule of meetings being held on the first Thursday of every month, at 8:00am, at the Big Brothers Big Sisters Boardroom, 117 Kent Street West, shall continue.

5.2 2014 LIST OF ACCOMPLISHMENTS FOR AGM

Discussion of what should be included on list – Chair Steve Podolsky will compile.

5.3 FURNITURE ORDER

Discussion of what will need to be replaced and the costs of our current benches and grates versus other materials. Audit needs to be done. Consideration of dedications on benches to offset costs. Chair Steve Podolsky will communicate with Ryan Smith for more information to bring to next meeting.

5.4 PARKETTE @ #1 KENT STREET

Update given on contact with various contractors, and further discussion on ideas for the space.

5.5 SOURCING FUNDING FOR NEW BANNERS

Discussion on what committee members would like to see in this space. Administrator to order catalogues from Dekra-Lite. Committee will look to City and/or Downtown Revitalization to assist with funding.

5.6 REQUEST FOR QUOTATION FOR PLANTERS

Ryan Smith to assist Chair Steve Podolsky in application for either RFQ (Request for Quotation) or RFP (Request for Proposal) following the format of City initiatives.

6.0 REPORTS

None

7.0 NEXT MEETING

Thursday, February 5th, 2015

8:00am

Big Brothers Big Sisters Boardroom

117 Kent Street West

8.0 ADJOURNMENT

Moved By: Mary Anne Byrne **Seconded by:** Paul Orchard

Resolved: That the January 8th, 2015 meeting of the Beautification Committee adjourn at 9:10am.

Carried BC2015-03



Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE **BEAUTIFICATION COMMITTEE**

**Thursday, February 5th, 2015
8:00am**

**Big Brothers Big Sisters
117 Kent Street West, Lindsay**

Committee Members

Chair
Steve Podolsky

Vice Chair
Paul Orchard

Voting Members
Sandra Falconer
Jim Garbutt
Councillor Pat Dunn

City of Kawartha Lakes Liason
Ryan Smith

MEETING #BC-2015-02

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 8:10am

In Attendance: Steve Podolsky, Paul Orchard, Sandra Falconer, Pat Dunn, Charlie McDonald

Recording Secretary: Melissa Ford

Late Arrivals: Jim Garbutt (8:30am)

Early Departures: Charlie McDonald (9:06am)

Guests: James Myette

Regrets: Ryan Smith

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Sandra Falconer

Seconded By: Paul Orchard

Resolved: That the agenda be adopted with the following amendments:

- Addition of 5.6 Sponsorship
- Addition of 5.7 Use of the Gator

Carried BC2015-04

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Paul Orchard

Seconded By: Sandra Falconer

Resolved: That the minutes of the January 8th, 2015 Beautification Committee meeting be approved.

Carried BC2015-05

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 REVIEW FLOWER RFP's

Request for Proposal was sent to 6 businesses via email on January 21st, with a due date of February 4th in regards to the planting of downtown planters and hanging baskets. Only one response was received, by Roger Hill of Hill's Florist, who quoted \$27,900 plus HST.

Moved By: Sandra Falconer

Seconded By: Paul Orchard

Resolved: The Beautification Committee recommends to the Board of Directors that the RFP submitted by Roger Hill be accepted.

Carried BC2015-06

5.2 LEGACY CHEST APPLICATION

The application will need to be submitted by November for funds to be received in January/February of 2016. The committee will pursue this application for funding of banners. Research into design and pricing of banners will be conducted.

5.3 FURNITURE ORDER

Audit of furniture will need to be conducted at Public Works lot as soon as weather allows.

5.4 PARKETTE @ #1 KENT

Landscapers Jake Cenzura and Kevin Strybosch were originally contacted and will be contacted again for further information, quotes and renderings. Chair will also contact Fleming College to inquire about the possibility of their participation.

5.5 BANNERS

Discussed in 5.2.

5.6 SPONSORSHIP

Discussion of sponsorship of benches was conducted to offset cost. Idea will be further reviewed upon furniture inventory.

5.7 USE OF GATOR

Scott Wood has been stopped by KLPS for driving Gator on City streets. There is an exception to this law for certain municipal boards, but it is unclear whether or not we fall under this designation. Pat Dunn will follow up with City Solicitor for clarification.

6.0 REPORTS

7.0 NEXT MEETING

Thursday, March 5th, 2015

8:00am

Big Brothers Big Sisters Boardroom

117 Kent Street West

8.0 ADJOURNMENT

Moved By: Pat Dunn

Seconded by: Jim Garbutt

Resolved: That the February 5th, 2015 meeting of the Beautification Committee adjourn at 9:20am.

Carried BC2015-07

ACTION ITEMS ARISING FROM MEETING

New Actions

Reference	Action Item	Status	Who	Due By
BC2015-02	Research design and cost of banners. Contact Owen Sound, Port Perry & Orillia for supplier information.	In Progress	Administrator	March Meeting
BC2015-02	Begin to map out downtown furniture locations.	In Progress	Steve Podolsky	March Meeting
BC2015-02	Follow up with Roger Hill regarding dead trees on William Street.	In Progress	Steve Podolsky	ASAP
BC2015-02	Contact landscapers and Fleming College for further information, quotes and renderings.	In Progress	Steve Podolsky	March Meeting
BC2015-02	Contact City Solicitor for clarification of our designation as a municipal board.	In Progress	Pat Dunn	ASAP

Outstanding Actions

Reference	Action Item	Status	Who	Due By



Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE **BEAUTIFICATION COMMITTEE**

Thursday, March 5th, 2015

8:00am

**Big Brothers Big Sisters
117 Kent Street West, Lindsay**

Committee Members

Chair

Steve Podolsky

Vice Chair

Paul Orchard

Voting Members

Sandra Falconer

Jim Garbutt

Councillor Pat Dunn

City of Kawartha Lakes Liason

Ryan Smith

MEETING #BC-2015-03

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 8:05am

In Attendance: Steve Podolsky, Paul Orchard, Sandra Falconer, Pat Dunn, Jim Garbutt, Ryan Smith

Recording Secretary: Melissa Ford

Late Arrivals: None

Early Departures: Pat Dunn (8:48am), Ryan Smith (8:52am)

Guests: None

Regrets: None

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Pat Dunn

Seconded By: Paul Orchard

Resolved: That the agenda be adopted as circulated.

Carried BC2015-08

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Sandra Falconer

Seconded By: Jim Garbutt

Resolved: That the minutes of the February 5th, 2015 meeting be approved.

Carried BC2015-09

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

Roger Hill has been informed that his RFP was approved, and the plunge planting has commenced.

Information was received from Debra Soule, from Arts, Culture & Heritage, regarding Parklet Proposal.

5.0 OTHER OR NEW BUSINESS

5.1 BANNERS & LEGACY C.H.E.S.T. APPLICATION

Priority in the coming months will be given to the completion of application. Decisions on design will be postponed until new branding comes from the Marketing Committee. Will need 3 quotes for application and will look to some local companies for information.

5.2 FURNITURE ORDER

Completion of inventory is postponed until snow clears from storage yard. CKL will be putting out RFQ's for new furniture and it may be beneficial for Beautification to order with the City.

6.0 REPORTS

None

7.0 NEXT MEETING

Thursday, April 2nd, 2015

8:00am

Big Brothers Big Sisters Boardroom

117 Kent Street West

8.0 ADJOURNMENT

Moved By: Jim Garbutt

Seconded by: Paul Orchard

Resolved: That the March 5th, 2015 meeting of the Beautification Committee adjourn at 9:23am.

Carried BC2015-10

ACTION ITEMS ARISING FROM MEETING

New Actions

Reference	Action Item	Status	Who	Due By
BC2015-03	Email RFP from Roger Hill to Ryan Smith	In Progress	Administrator	ASAP
BC2015-03	Contact Mark Reid regarding urn prices and possible bike parking in parkette.	In Progress	Steve Podolsky	April Meeting
BC2015-03	Contact Mary Anne Byrne regarding status of sign funding.	In Progress	Steve Podolsky	April Meeting
BC2015-03	Contact Fleming College regarding interest in proposal for parkette.	In Progress	Jim Garbutt	April Meeting
BC2015-03	Contact Robyn Savage regarding John Howard volunteers for urn painting.	In Progress	Paul Orchard	ASAP

Outstanding Actions

Reference	Action Item	Status	Who	Due By
BC2015-02	Begin to map out downtown furniture locations.	In Progress	Steve Podolsky	April Meeting
BC2015-02	Follow up with Roger Hill regarding dead trees on William Street.	In Progress	Steve Podolsky	April Meeting
BC2015-02	Contact landscapers and Fleming College for further information, quotes and renderings.	In Progress	Steve Podolsky	April Meeting
BC2015-02	Contact City Solicitor for clarification of our designation as a municipal board.	In Progress	Pat Dunn	April Meeting



Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE **BEAUTIFICATION COMMITTEE**

**Thursday, April 2nd, 2015
8:00am**

**Big Brothers Big Sisters
117 Kent Street West, Lindsay**

Committee Members

Chair
Steve Podolsky

Vice Chair
Paul Orchard

Voting Members
Sandra Falconer
Jim Garbutt
Councillor Pat Dunn

City of Kawartha Lakes Liason
Ryan Smith

MEETING #BC-2015-04

1.0 CALL TO ORDER 8:05 AM

Meeting Called to Order by the Chair: Steve Podolsky

In Attendance: Jim Garbutt, Steve Podolsky, Charlie McDonald, Pat Dunn, Paul Orchard

Recording Secretary: Steve Podolsky

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: Sandra Falconer, Ryan Smith

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Pat Dunn

Seconded By: Jim Garbutt

Resolved: That the agenda be adopted as circulated.

Carried BC2015-11

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Paul Orchard

Seconded By: Pat Dunn

Resolved: That the minutes of the March 5th, 2015 meeting be approved.

Carried BC2015-12

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

Received Beautification funds in the amount of \$35,000.00 from Parks, Recreation and Culture.

5.0 OTHER OR NEW BUSINESS

5.1 URNS & PLANTERS

The urns have been sourced. Steve Podolsky to pick up urns and bring to Lindsay.

5.2 BANNERS & LEGACY C.H.E.S.T. APPLICATION:

The committee will start thinking about possible banner ideas, start sourcing suppliers and will make an application with the November intake

5.3 PARKETTE @#1 KENT

Steve Podolsky reported that he met with Ryan Smith and Jake Cenzura at #1 Kent. Jake is going to come up with a design. Our goal is to keep it simple and to have a park that requires little maintenance on an ongoing basis. Our conversation included:

- remove all above grade planters
- leave current locust tree (remove tree guard)
- fence and shrubs at south end near driveway
- remove all pavers, keep and give back to PW for use in other areas
- replace pavers with stamped asphalt
- add 1-3 trees depending on spacing with vaults and tree grates
- Steve to contact Michelle/Oliver at Public Works about re-installing sidewalk along Lindsay Street South
- 1 x Downtown Lindsay sign, on a pole or on building. Can't block site lines for intersection
- 2 benches

5.4 FURNITURE ORDER

Steve is going to meet with Ryan Smith about furniture order. Prior to order, inventory/condition will be taken of the stock currently at St. David Street.

6.0 REPORTS

The sign by-law will be dealt with at public consultations in May.

7.0 NEXT MEETING

Thursday, May 7th, 2015

8:00am

Big Brothers Big Sisters Boardroom

117 Kent Street West

8.0 ADJOURNMENT

Moved By: Pat Dunn

Seconded by: Paul Orchard

Resolved: That the April 2nd, 2015 meeting of the Beautification Committee adjourn at 9:00am.

Carried BC2015-13

ACTION ITEMS ARISING FROM MEETING

New Actions

Reference	Action Item	Status	Who	Due By

Outstanding Actions

Reference	Action Item	Status	Who	Due By
BC2015-03	Contact Fleming College regarding interest in proposal for parkette.	In Progress	Jim Garbutt	May Meeting
BC2015-02	Begin to map out downtown furniture locations.	In Progress	Steve Podolsky	May Meeting
BC2015-02	Contact landscapers and Fleming College for further information, quotes and renderings.	In Progress	Steve Podolsky	May Meeting
BC2015-02	Contact City Solicitor for clarification of our designation as a municipal board.	In Progress	Pat Dunn	May Meeting



Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE **BEAUTIFICATION COMMITTEE**

**Thursday, May 7th, 2015
8:00am**

**Big Brothers Big Sisters
117 Kent Street West, Lindsay**

Committee Members

Chair
Steve Podolsky

Vice Chair
Paul Orchard

Voting Members
Sandra Falconer
Jim Garbutt
Councillor Pat Dunn

City of Kawartha Lakes Liason
Ryan Smith

MEETING #BC-2015-05

1.0 CALL TO ORDER 8:05 AM

Meeting Called to Order by the Chair: 8:10am

In Attendance: Steve Podolsky, Jim Garbutt, Sandra Falconer, Pat Dunn, Ryan Smith

Recording Secretary: Melissa Ford

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: Paul Orchard

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Jim Garbutt

Seconded By: Pat Dunn

Resolved: That the agenda be adopted as circulated.

Carried BC2015-14

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Jim Garbutt

Seconded By: Pat Dunn

Resolved: That the minutes of the April 2nd, 2015 meeting be approved.

Carried BC2015-15

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 #1 KENT PARKETTE UPDATE

Steve Podolsky has been working with Ryan Smith & Jake Cenzura for a proposal for the area. Discussion as to the most economical and attractive way to pave the area was discussed (stamped asphalt vs stamped concrete, etc). Public Works has been contacted about connecting the sidewalk in this area from where it begins further south, as well as how they may be able to assist in the removal of existing infrastructure.

5.2 URNS & PLANTERS

8 new urns were placed in front of the businesses who requested them (Pita Pantry / Common Grounds, Cathy Allan, Income Tax Plus). Wire brushing, then painting (using TremClad) of the existing urns is able to begin next week.

5.3 FURNITURE UPDATE

Inventory at Public Works was conducted. There are currently 19 benches, and legs will need to be purchased and installed on several of them before they can be put out. Steve Podolsky will be ordering and picking up.

5.4 SIGNAGE GRANT UPDATE

50/50 Grant was received from Parks & Recreation for the installation of a new informational sign to be placed at Old Mill Park. Content is being discussed by Marketing. We've been informed that use of the key to change content is restricted to once or twice a year when Parks & Rec is able to accompany us. Steve will email Jenn Johnson to see if the key is able to be signed out by us as needed.

5.5 GATOR UPDATE

Confirmation was received that the Gator is able to be driven by Scott & Stacey Wood within the BIA area only. The water depot on Wellington Street does not fall in this area, and receiving water from the fire station is being looked into.

6.0 REPORTS

None

7.0 NEXT MEETING

Thursday, June 4th, 2015

8:00am

Big Brothers Big Sisters Boardroom

117 Kent Street West

8.0 ADJOURNMENT

Moved By: Jim Garbutt

Seconded by: Sandra Falconer

Resolved: That the May 7th, 2015 meeting of the Beautification Committee adjourn at 8:56am.

Carried BC2015-16

ACTION ITEMS ARISING FROM MEETING

New Actions

Reference	Action Item	Status	Who	Due By
BC2015-05	Order and pick up bench legs.	In Progress	Steve Podolsky	ASAP
BC2015-05	Schedule person for brushing and painting urns.	In Progress	Melissa Ford & Paul Orchard	ASAP
BC2015-05	Email Jenn Johnson for clarification on using key to change content in park signs	In Progress	Steve Podolsky	ASAP

Outstanding Actions

Reference	Action Item	Status	Who	Due By
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Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE **BEAUTIFICATION COMMITTEE**

**Thursday, June 4th, 2015
8:00am**

**Big Brothers Big Sisters
117 Kent Street West, Lindsay**

Committee Members

Chair
Steve Podolsky

Vice Chair
Paul Orchard

Voting Members
Sandra Falconer
Jim Garbutt
Councillor Pat Dunn

City of Kawartha Lakes Liason
Ryan Smith (Parks)
Bruce Kitching (Public Works)

MEETING #BC-2015-06

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 8:10am

In Attendance: Steve Podolsky, Jim Garbutt, Councillor Pat Dunn, Ryan Smith, Bruce Kitching

Recording Secretary: Melissa Ford

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: Sandra Falconer

Absent: Paul Orchard

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Jim Garbutt

Seconded By: Pat Dunn

Resolved: That the agenda be adopted with the following additions:

Carried BC2015-20

5.6 Banners

5.7 Graffiti & Tagging

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Pat Dunn

Seconded By: Jim Garbutt

Resolved: That the minutes of the May 7th, 2015 meeting be approved.

Carried BC2015-21

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

Request made from the Marketing Committee's June 2nd meeting to address power source for Saturday music in Parkette. Source is already available but will need a stepladder to access. Check in with Karen Ferguson at Lingerie Loft to ensure access to breakers if necessary.

5.0 OTHER OR NEW BUSINESS

5.1 #1 KENT PARKETTE UPDATE

Update provided by Steve Podolsky regarding quote given by Jake Cenzura. Other contractors will be contacted for competitive pricing for paving and debris removal.

5.2 URNS & PLANTERS

Urns and hanging baskets are in, and painting of the planter bases is still being conducted.

5.3 FURNITURE UPDATE & TREE GRATES

Bench legs were picked up and delivered to Public Works by Steve Podolsky. Assembly is taking place and will be ready for Public Works to install early next week. Tree grates for William Street are being looked into by Steve.

5.4 GATOR UPDATE

Scott & Stacey Wood are now obtaining water for plants at the Fire Department with no issues.

5.5 CLASSICS ON KENT

Moved By: Pat Dunn

Seconded by: Jim

Resolved: That the Beautification Committee will provide Scott & Stacey Wood's services at Classics on Kent to maintain the garbage receptacles the night before and throughout the day, and will provide a dumpster for the event.

Carried BC2015-22

5.6 BANNERS

Options for new banners were discussed. Committee will consider a 2 season banner rather than the current 4, with a mix of seasonal and historical content. Quotes will be obtained from 3 companies including AutoTrim

5.7 GRAFFITI & TAGGING

Graffiti in the downtown was discussed with focus on wall now visible beyond the former Irish House lot in particular.

6.0 REPORTS

None

7.0 NEXT MEETING

Thursday, July 2nd, 2015

8:00am

Big Brothers Big Sisters Boardroom

117 Kent Street West

8.0 ADJOURNMENT

Moved By: Pat Dunn

Seconded by: Jim Garbutt

Resolved: That the June 4th, 2015 meeting of the Beautification Committee adjourn at 9:00am.

Carried BC2015-23



Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE **BEAUTIFICATION COMMITTEE**

**Thursday, July 2nd, 2015
8:00am**

**Big Brothers Big Sisters
117 Kent Street West, Lindsay**

Committee Members

Chair

Steve Podolsky

Voting Members

Sandra Falconer

Jim Garbutt

Councillor Pat Dunn

City of Kawartha Lakes Liason

Ryan Smith (Parks)

Bruce Kitching (Public Works)

MEETING #BC-2015-07

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 8:05am

In Attendance: Steve Podolsky, Charlie McDonald, Bruce Kitching, Pat Dunn

Recording Secretary: Melissa Ford

Late Arrivals: Jim Garbutt (8:10am)

Early Departures: None

Guests: None

Regrets: Ryan Smith

Absent: Sandra Falconer

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Pat Dunn

Seconded By: Charlie McDonald

Resolved: That the agenda be adopted as circulated.

Carried BC2015-24

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Charlie McDonald

Seconded By: Pat Dunn

Resolved: That the minutes of the June 4th, 2015 meeting be approved.

Carried BC2015-25

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 #1 KENT PARKETTE UPDATE

Update required for cost of removal of concrete, adhesive, etc. Bruce Kitching will contact Oliver Vigelius regarding removal.

5.2 NEW & EXISTING URNS

All urns are painted. Requests for urns have been received from Pretty Little Threads, CIBC and Visual Sports have been received. Steve Podolsky will pick up 8 more urns and deliver to Public Works.

5.3 FURNITURE UPDATE & TREE GRATES

Installation of benches has been well received so far. Price is needed for tree grates for William Street. Steve Podolsky will obtain. More community service hours for weeding, etc would be welcomed. John Howard Society has been contacted. Clarification on what duties are being completed weekly by Scott and Stacy Wood will be addressed by Executive.

5.4 STREETLIGHT BASES

Plates at bases cracked on some. Joe Cayley or Darryl Darling will be contacted to source.

5.5 PUBLIC WORKS CORRESPONDENCE

Public Works and Engineering will be contacting the BIA Administrator as a point of contact to inform her of upcoming works affecting the BIA area, and she can pass the information along to the membership.

5.6 TREE REPLACEMENT

13 trees are in need of replacing, with 3 of those under warranty. We have been quoted \$800 per tree for the replacement of the remaining 10 by Roger Hill. This information will be passed on to Ryan Smith to clarify pricing and other sources will be considered for cost savings.

5.7 BANNERS & LEGACY C.H.E.S.T. FUND

Still on radar and will be made a priority in coming months as the December deadline approaches.

5.8 PHONE BOOTHS

1 phone booth exists in front of Town Hall, another at Public Works. A suggestion has been made that if they're not in use, they should be sold, as is or possibly refurbished. Booths were originally paid for 50/50 by City of Kawartha Lakes and Downtown Enchantment Committee / BIA. There also may be possible interest to the Heritage Committee. Item will be brought to the Board for discussion.

5.9 CLASSICS ON KENT

Moved By: Jim Garbutt

Seconded By: Pat Dunn

Resolved: That the Beautification Committee approves of a dumpster being provided behind the Kent Florist for use during Classics on Kent and for Scott and Stacy Wood to patrol garbage throughout the day.

Carried BC2015-26

6.0 REPORTS

None

7.0 NEXT MEETING

Thursday, August 6th, 2015

8:00am

Big Brothers Big Sisters Boardroom

117 Kent Street West

8.0 ADJOURNMENT

Moved By: Jim Garbutt

Seconded by: Charlie McDonald

Resolved: That the July 2nd, 2015 meeting of the Beautification Committee adjourn at 8:54am.

Carried BC2015-27



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
BEAUTIFICATION COMMITTEE

Thursday, August 6th, 2015
8:00am

Big Brothers Big Sisters Boardroom
117 Kent Street West, Lindsay

Committee Members

Chair

Steve Podolsky

Voting Members

Sandra Falconer

Jim Garbutt

Councillor Pat Dunn

City of Kawartha Lakes Liason

Ryan Smith (Parks)

Bruce Kitching (Public Works)

MEETING #BC-2015-08

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 8:01am

In Attendance: Steve Podolsky, Charlie McDonald, Councillor Pat Dunn, Sandra Falconer, Jim Garbutt, Bruce Kitching

Recording Secretary: Melissa Ford

Late Arrivals: None

Early Departures: None

Guests: Mark Ridout

Regrets: Ryan Smith

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Pat Dunn

Seconded By: Sandra Falconer

Resolved: That the agenda be adopted with the following additions:

- 5.8 Christmas Tree
- 5.9 Signage

Carried BC2015-28

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Charlie McDonald

Seconded By: Pat Dunn

Resolved: That the minutes of the July 2nd, 2015 meeting be approved.

Carried BC2015-29

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 #1 KENT PARKETTE UPDATE

Public Works can remove planters but there are no pavers underneath and the area would need to be fenced. Agreed to wait until all work is ready to be completed before removing planters. The pavers can be stacked on pallets by whoever removes them and Public Works will pick up and take to yard.

Committee agrees to aim for completion of project in Spring 2016. The Wood's will be contracted to weed the area to keep it tidy.

5.2 NEW & EXISTING URNS

8 new urns at various businesses have been requested.

5.3 STREETLIGHT BASES

34 new bases are required. Steve Podolsky and Jim Garbutt have been in contact with Joe Cayley, Traffic & Lights Technician with City of Kawartha Lakes and a replacement cost of approximately \$200 for 2 bases was quoted. Quotes from fabricators will be obtained.

5.4 TREE REPLACEMENT

The replacement trees are ready but the weather has been too hot for proper implementation by Hill's. The Wood's are removing the grates for preparation.

5.5 BANNERS & LEGACY C.H.E.S.T.

No update, but item remains on radar.

5.6 PHONE BOOTHS

Letter will be submitted to the City's CAO to inquire if any funds generated from the sale of booths or scrap will be required to be reimbursed to the City, or if the funds can stay in the BIA's budget. Discussion was held to consider removing in the interim and storing at Public Works until a decision is made.

5.7 WEEDING

Addressed in 5.1.

5.8 CHRISTMAS TREE

One option for the Christmas Tree has been looked at by Steve Podolsky and Charlie McDonald. Two more trees have been offered and the above mentioned will make a final decision in the next couple of weeks.

5.9 SIGNAGE

Final Draft of Amended Signage By-Law was sent to those who attended June's Public Meeting by Susanne Murchison. Administrator will forward to membership for final comments or concerns and will bring these to Board Meeting on August 27th.

6.0 REPORTS

None

7.0 NEXT MEETING

Thursday, September 3rd, 2015

8:00am

Big Brothers Big Sisters Boardroom

117 Kent Street West

8.0 ADJOURNMENT

Moved By: Jim Garbutt

Seconded By: Sandra Falconer

Resolved: That the August 6th, 2015 meeting of the Beautification Committee adjourn at 8:47am.

Carried BC2015-30



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
BEAUTIFICATION COMMITTEE

Thursday, September 3rd, 2015
8:00am

Big Brothers Big Sisters Boardroom
117 Kent Street West, Lindsay

Committee Members

Chair

Steve Podolsky

Voting Members

Sandra Falconer

Jim Garbutt

Mark Ridout

Councillor Pat Dunn

City of Kawartha Lakes Liason

Ryan Smith (Parks)

Bruce Kitching (Public Works)

MEETING #BC-2015-09

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 8:02am

In Attendance: Steve Podolsky, Charlie McDonald, Sandra Falconer, Jim Garbutt, Mark Ridout, Councillor Pat Dunn, Bruce Kitching

Recording Secretary: Melissa Ford

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: None

Absent: Ryan Smith

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Charlie McDonald **Seconded By:** Pat Dunn

Resolved: That the agenda be adopted as circulated.

Carried BC2015-31

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Charlie McDonald **Seconded By:** Pat Dunn

Resolved: That the minutes of the August 6th, 2015 meeting be approved.

Carried BC2015-32

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 NEW & EXISTING URNS

8 new urns were purchased and 5 were installed by Roy Purdy at Pretty Little Threads, CIBC and Johnson's Jewelers. Steve Podolsky will be in contact with Roger Hill in regards to the summer plants being removed and the projected date for the installation of winter greenery.

5.2 STREETLIGHT BASES

Joe Cayley received a quote of \$200 per set. Payne Machinery will be able to fabricate for \$29 per pair. Joe is obtaining one or two more quotes.

5.3 TREE REPLACEMENT

Replacements have been installed and are being watered. Some have too much mulch at the base and the grates aren't sitting properly and are a tripping hazard. Steve will be contacting Roger Hill to adjust.

5.4 BANNERS & LEGACY C.H.E.S.T.

Mock-up of banners recommended by the Marketing Committee were presented and discussed. Mark Ridout recommends inviting Garnet Brydon to the next meeting for input on design.

5.5 PHONE BOOTHS

A letter has been submitted to Ron Taylor via Carolyn Daynes as a courtesy, regarding the use of future funds if booths are sold, and we are awaiting response.

5.6 ROAD OCCUPANCY PERMITS

Bruce Kitching recommends that property owners be reminded that road occupancy permits are required when work to the building causes the sidewalk to be rerouted to the road or parking spaces. If a building permit is obtained, the road occupancy permit is included, but if there is no building permit then a road occupancy permit can be obtained at Peel Street, free of charge.

6.0 REPORTS

None

7.0 NEXT MEETING

Thursday, October 2nd, 2015

8:00am

Big Brothers Big Sisters Boardroom

117 Kent Street West

8.0 ADJOURNMENT

Moved By: Pat Dunn

Seconded By: Charlie McDonald

Resolved: That the September 3rd meeting of the Beautification Committee adjourn at 8:27am.

Carried BC2015-33



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
BEAUTIFICATION COMMITTEE

Thursday, October 1st, 2015
8:00am

Big Brothers Big Sisters Boardroom
117 Kent Street West, Lindsay

Committee Members

Chair

Steve Podolsky

Voting Members

Sandra Falconer

Jim Garbutt

Mark Ridout

Councillor Pat Dunn

City of Kawartha Lakes Liason

Ryan Smith (Parks)

Bruce Kitching (Public Works)

MEETING #BC-2015-10

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 8:05am

In Attendance: Steve Podolsky, Charlie McDonald, Sandra Falconer, Jim Garbutt, Councillor Pat Dunn, Bruce Kitching,

Recording Secretary: Melissa Ford

Late Arrivals: Ryan Smith (8:08am)

Early Departures: Pat Dunn (8:25am), Charlie McDonald (8:35am)

Guests: None

Regrets: Mark Ridout

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Jim Garbutt

Seconded By: Pat Dunn

Resolved: That the agenda be adopted as circulated.

Carried BC2015-34

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Pat Dunn

Seconded By: Charlie McDonald

Resolved: That the minutes of the September 3rd, 2015 meeting be approved. **Carried BC2015-35**

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 URN & BASKETS UPDATE

Hanging baskets are down for the fall and winter seasons. The flowers in the urn planters will be removed in the near future. Winter greenery will be installed near the beginning of November. Overall it was a good year for the flowers, with low vandalism. Some issues with watering were reported and will be addressed next year.

5.2 STREETLIGHT BASES

Quote from Payne Machinery was received at \$29/set. Joe Cayley received a quote from Patterson Machine Works for \$28/set and are being ordered. Cost is being covered by Public Works.

5.3 BANNERS & LEGACY C.H.E.S.T.

Garnet Brydon has some recommendations for the content and design of the banners and will attend the November meeting to discuss. An email will be sent to the membership for additional input. The application has been started.

5.4 CHRISTMAS TREE

First choice for a tree is located on Margaret Avenue. Crane operator will be required to extract the tree and can deliver to the Parkette at the same time to save cost, at \$120/hour for approximately 3 hours (minimum), covered by Parks. Tim Finley will be requiring a \$200 fee for cutting and delivering, which can be in conjunction with the crane operator. As a courtesy, Mark Reid will be consulted before the tree is installed.

5.5 PHONE BOOTHS

Letter was sent to Ron Taylor regarding the distribution of funds required in the event of a sale. No response has been received to date. Discussion was held under this topic of removal of benches for the winter season, the BIA will coordinate with Public Works for an appropriate date.

5.6 OLD MILL PARK SIGN

Approval has been received the quote for \$3780.02, for which the BIA is responsible for 50% - \$1890.01. Installation is anticipated to be before the ground freezes. Ryan Smith, Steve Podolsky and Melissa Ford will meet to determine best location. Committee agrees that near the lit parking lot and washrooms is likely best.

6.0 REPORTS

None

7.0 NEXT MEETING

Thursday, November 5th, 2015

8:00am

Big Brothers Big Sisters Boardroom

117 Kent Street West

8.0 ADJOURNMENT

Moved By: Jim Garbutt

Seconded By: Sandra Falconer

Resolved: That the October 1st meeting of the Beautification Committee adjourn at 8:52am.

Carried BC2015-36



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
BEAUTIFICATION COMMITTEE

Thursday, November 5th, 2015
8:00am

Big Brothers Big Sisters Boardroom
117 Kent Street West, Lindsay

Committee Members

Chair

Steve Podolsky

Voting Members

Sandra Falconer

Jim Garbutt

Mark Ridout

Councillor Pat Dunn

City of Kawartha Lakes Liason

Ryan Smith (Parks)

Bruce Kitching (Public Works)

MEETING #BC-2015-11

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 8:02am

In Attendance: Steve Podolsky, Charlie McDonald, Sandra Falconer, Councillor Pat Dunn, Ryan Smith

Recording Secretary: Melissa Ford

Late Arrivals: Jim Garbutt (8:06am)

Early Departures: None

Guests: None

Regrets: Bruce Kitching

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Sandra Falconer

Seconded By: Mark Ridout

Resolved: That the agenda be adopted as circulated.

Carried BC2015-37

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Sandra Falconer

Seconded By: Charlie McDonald

Resolved: That the minutes of the October 1st, 2015 meeting be approved.

Carried BC2015-36

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 URN & BASKETS UPDATE

Winter greenery will be installed sometime after Remembrance Day.

5.2 STREETLIGHT BASES

In progress from Patterson Machine Works for \$28/set.

5.3 BANNERS & LEGACY C.H.E.S.T.

Quotes have been received from Auto Trim and DekraLite. Application will be completed for the November 13th deadline. Inventory of light posts will be taken to determine exact number required. Design was discussed, although the design doesn't have to be formalized for the application process. Options were discussed, and Mark Ridout brought forth recommendations from Garnet Brydon, including an inclusion of the website and other marketing and branding ideas.

5.4 CHRISTMAS TREE

Tree from Margaret Avenue will be removed and transported on the morning of November 17th. Recommendation for more lights than last year. The plant materials will have to come out of the planters before this date.

5.5 PHONE BOOTHS

Correspondence was received from Bruce Kitching that any asset from the sale or scrap of the booths will go back to the City.

5.6 OLD MILL PARK SIGN

Location has been scouted and installation of the sign will occur shortly.

5.7 FURNITURE REMOVAL

Furniture will be removed soon by Public Works, who will be reminded to be gentle in removal and transporting to prevent breaking of the bench legs.

5.8 OTHER BUSINESS

Wet cement has been left behind after contract work at #1 Kent. Bruce Kitching will address. Although maintenance is still being performed downtown, store owners will be encouraged to help maintain storefront (sweeping, litter, etc). Flyers on posts are becoming an issue – Aaron Sloan (Manager of By-Law Enforcement) will be contacted if issue continues. Suggestion brought forth to involve Kawartha Conservation in work at #1 Kent as they are looking for space to use for greenspace areas and projects. Discussion on a volunteer clean-up crew for spring was discussed.

6.0 REPORTS

None

7.0 NEXT MEETING

Thursday, December 3rd, 2015
8:00am
Big Brothers Big Sisters Boardroom
117 Kent Street West

8.0 ADJOURNMENT

Moved By: Mark Ridout

Seconded By: Jim Garbutt

Resolved: That the November 5th meeting of the Beautification Committee adjourn at 8:57am.

Carried BC2015-37



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
BEAUTIFICATION COMMITTEE

Thursday, December 3rd, 2015
8:00am

Big Brothers Big Sisters Boardroom
117 Kent Street West, Lindsay

Committee Members

Chair

Steve Podolsky

Voting Members

Sandra Falconer

Jim Garbutt

Mark Ridout

Councillor Pat Dunn

City of Kawartha Lakes Liason

Ryan Smith (Parks)

Bruce Kitching (Public Works)

MEETING #BC-2015-12

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 8:03am

In Attendance: Steve Podolsky, Jim Garbutt, Mark Ridout, Councillor Pat Dunn, Bruce Kitching

Recording Secretary: Melissa McFarland

Late Arrivals: Charlie McDonald (8:07am)

Early Departures: Councillor Pat Dunn (8:48am)

Guests: Jim Richardson, Sandra Richardson, Lindsay Legion (left 8:25am)

Regrets: None

Absent: Sandra Falconer, Ryan Smith

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Mark Ridout

Seconded By: Jim Garbutt

Resolved: That the agenda be adopted as circulated.

Carried BC2015-38

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Mark Ridout

Seconded By: Jim Garbutt

Resolved: That the minutes of the November 5th, 2015 meeting be approved. **Carried BC2015-39**

3.0 DEPUTATIONS

3.1 JIM & SANDRA RICHARDSON, LINDSAY LEGION HONOUR OUR VETERANS BANNER PROGRAM

Moved By: Jim Garbutt

Seconded By: Mark Ridout

Resolved: That the abovementioned deputation be received.

Carried BC2015-40

Moved By: Mark Ridout

Seconded By: Jim Garbutt

Resolved: That the Beautification Committee brings their recommendation for support of this program to the Board of Directors for approval.

Carried BC2015-41

4.0 CORRESPONDENCE

Received from Aaron Sloan, Manager of Municipal By-Law Enforcement, regarding sign and poster graffiti on lampposts.

5.0 OTHER OR NEW BUSINESS

5.1 BUDGET UPDATE

Moved By: Pat Dunn

Seconded By: Charlie McDonald

Resolved: That the updated budget & expenditures be received.

Carried BC2015-42

5.2 2016 COMMITTEE

Committee will continue to meet at the same time and location on the first Thursday of each month in 2016.

5.3 BANNERS & LEGION

Completed in 3.1

5.4 STREET ITEMS

Garbage Can at 53 Kent was removed when infrastructure work was being completed. Bruce ensured it was back at its original location.

Urns have been requested at #2 Kent.

5.5 #1 KENT STREET

Wish list for projected completion will be addressed at January meeting.

5.6 SNOW REMOVAL

Bruce Kitching advised that members should be requested to shovel their sidewalks and move the snow to just over the edge of the curb for Public Works' removal. Until the snow is taken away, pathways to the sidewalk from the parking spaces should be cleared for accessibility to customers.

5.7 MURAL

Correspondence from Rebecca Riley of the Lindsay Gallery was received regarding a request to use the wall space at the side of 121 Kent (facing the Parkette) for an updated mural. As Steve Podolsky owns the building, he is in agreement to this, and further consultations with him and the committee will be conducted if the Gallery is able to secure funding and will present ideas for content.

5.8 PHONE BOOTHS

Power has been disconnected and the concrete will be removed and the booth taken away in the near future. Lisa Pineman of Parks & Recreation received notice from a party who may be interested in purchasing and has been directed to contact Ron Taylor.

6.0 REPORTS

None

7.0 NEXT MEETING

Thursday, January 7th, 2016

8:00am

Big Brothers Big Sisters Boardroom

117 Kent Street West

8.0 ADJOURNMENT

Moved By: Jim Garbutt

Seconded By: Mark Ridout

Resolved: That the December 3rd, 2015 meeting of the Beautification Committee adjourn at 8:56am.

Carried BC2015-43



Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE **MARKETING COMMITTEE**

Wednesday, January 21st, 2015

6:00pm

Olympia Restaurant

106 Kent Street West, Lindsay

Committee Members

Chair

Corry McClure

Vice Chair

Liz Grimes

Voting Members

Leona Byrne

Mary Anne Byrne

Melissa Morrison

Kate Westcott

MEETING #MC-2015-01

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 6:10am

In Attendance: Mary Anne Byrne (*conducting majority of meeting as outgoing Chair*),
Leona Byrne, Kate Westcott

Recording Secretary: Melissa Ford

Late Arrivals: Charlie McDonald (6:32pm)

Early Departures: None

Guests: Corry McClure, Nicki Dedes (arrived 6:39pm)

Regrets: Liz Grimes, Jim Garbutt

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Leona Byrne **Seconded By:** Kate Westcott

Resolved: That the agenda be adopted with the following amendments:

- Item 5.1 be moved to the end of the meeting
- Addition: 5.5 Pan Am Torch Run
- Addition: 5.6 Canadian Living Ad
- Addition: 5.7 Grants

Carried MC2015-01

2.2 DECLARATIONS OF PECUNIARY INTEREST

None

2.3 ADOPTION OF MINUTES

Moved By: Kate Westcott **Seconded By:** Leona Byrne

Resolved: That the Minutes of the December 3rd, 2015 Marketing
Committee be approved

Carried MC2015-02

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

Received information from Vic Emberson regarding Looking Over the Kawarthas Map & Advertising Campaign. Committee reviewed material and is requesting further information regarding figures and circulation numbers, and a suggestion that he drop into the membership personally to give them the information for their own advertising.

5.0 OTHER OR NEW BUSINESS

5.1 COMMITTEE MEETING SCHEDULE FOR 2015

Committee agreed to keep the location and time of meeting the same, and to change the meeting day to the first Tuesday of the month.

5.2 2014 LIST OF ACCOMPLISHMENTS FOR AGM

Received and agreed that the list is complete.

5.3 2014 & 2015 BUDGETS

2014 final budget received. 2015 budget not yet received from the City.

5.4 PRIORITIES FOR 2015

Continuation of 2014 initiatives was discussed and each will be followed up with at future meetings.

5.5 PAN AM TORCH RUN

Lindsay is listed as a 'Major Celebration Community'. More details are to be released in February and website will be monitored for more information.

5.6 CANADIAN LIVING AD

It was agreed that Downtown Lindsay will be the focus of a submission. Leona will assist the administrator in the content for the submission.

5.7 GRANTS

Update given by administrator regarding meeting with Danielle Greene at the Kawartha Lakes Community Futures Development Corporation. General information given about what the BIA may be eligible for, and more information will be available upon the release of their formal application

5.8 COMMITTEE STRUCTURE

Nomination received from Mary Anne and Kate Westcott for Corry McClure to sit as Chair. Nomination accepted. Verbal confirmation from Liz Grimes was received in her absence to accept the position of Vice-Chair. Verbal request received from Melissa Morrison in her absence to sit on committee. Mary Anne Byrne, Leona Byrne and Kate Westcott are confirmed as members.

6.0 REPORTS

None

7.0 NEXT MEETING

Tuesday, February 3rd, 2015
6:30pm
The Olympia
106 Kent Street West, Lindsay

8.0 ADJOURNMENT

Moved By: Mary Anne Byrne

Seconded by: Leona Byrne

Resolved: That the January 21st, 2015 meeting of the Marketing Committee adjourn at 7:19pm.

Carried MC2015-03



Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE **MARKETING COMMITTEE**

Tuesday, February 3rd, 2015

6:00pm

**Olympia Restaurant
106 Kent Street West, Lindsay**

Committee Members

Chair

Corry McClure

Vice Chair

Liz Grimes

Voting Members

Melissa Morrison

James Myette

Kate Westcott

Ryan Worden

MEETING #MC-2015-02

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 6:00pm

In Attendance: Corry McClure, Liz Grimes, Melissa Morrison, James Myette, Kate Westcott, Ryan Worden

Recording Secretary: Melissa Ford

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: None

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Liz Grimes

Seconded By: Kate Westcott

Resolved: That the agenda be adopted as circulated.

Carried MC2015-04

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Kate Westcott

Seconded By: Melissa Morrison

Resolved: That the Minutes of the January 21st, 2015 Marketing Committee be approved

Carried MC2015-05

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 WEBSITE PRESENTATION

Given by Corry & Melissa Ford on comparative websites of other BIA's that fall into similar population and location categories, who may have similar budgets – Orillia, Port Perry, Cobourg and Collingwood. Presented feedback on positives and areas of improvement for each and then a list of what we would like to see with our own website and asked for feedback from the committee who put their own lists together to submit.

Moved By: Kate Westcott

Seconded By: Ryan Worden

Resolved: Corry and Melissa Ford will schedule a meeting with Tod Ward to discuss recommendations from the committee and will present findings at the March meeting.

Carried MC2015-06

5.2 91.9 BOB FM

Station is needing commitment as soon as possible regarding subsidized commercials for downtown merchants.

Moved By: Kate Westcott

Seconded By: James Myette

Resolved: Melissa Ford will contact Lisa Hogan to conduct deputation at March meeting for further information regarding listenership, statistics, structure of commercials, and explanation of costs.

Carried MC2015-07

5.3 FLEMING OPEN HOUSE

Moved By: Melissa Morrison

Seconded By: Kate Westcott

Resolved: Committee commits to participation at this event in April, and specific ideas for engagement will take place at future meetings.

Carried MC2015-08

5.4 MUSIC IN THE PARKETTE

Discussion of event took place regarding the type of event we see for 2015 – conducting an event versus having background music, perhaps featuring young local talent. See Action Items.

5.5 RIVERA PARK SIGN

Topic deferred to March meeting.

5.6 REVIEW OF ACTION ITEMS

Completed.

6.0 REPORTS

None

7.0 NEXT MEETING

Tuesday, March 3rd, 2015

6:30pm

The Olympia

106 Kent Street West, Lindsay

8.0 ADJOURNMENT

Moved By: James Myette

Seconded by: Ryan Worden

Resolved: That the February 3rd, 2015 meeting of the Marketing Committee adjourn at 7:36pm.

Carried MC2015-09

ACTION ITEMS ARISING FROM MEETING

New Actions

Reference	Action Item	Status	Who	Due By
MC2015-02	Contact Tod Ward to schedule meeting with Corry & Administrator regarding website	In Process	Administrator	ASAP
MC2015-02	Contact Lisa Hogan to present deputation at March meeting regarding BOB FM subsidized commercials.	In Process	Administrator	ASAP
MC2015-02	Begin to research and contact some local artists to see if there is interest in performing in the Parkette Saturdays in the summer.	In Process	James Myette	March Meeting
MC2015-02	Contact Boys & Girls Club for information regarding portable stage.	In Process	Melissa Morrison	March Meeting

Outstanding Actions

Reference	Action Item	Status	Who	Due By
MC2015-01	Classics Weekend – Administrator or Committee Member to attend meetings and report back to committee.	Ongoing	Administrator	Each Meeting
MC2015-01	Recommend to Beautification to consider advertising local businesses on banner.	In Process	Administrator	March Meeting



Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE **MARKETING COMMITTEE**

Wednesday, March 11th, 2015

6:00pm

**Olympia Restaurant
106 Kent Street West, Lindsay**

Committee Members

Chair

Corry McClure

Vice Chair

Liz Grimes

Voting Members

Melissa Morrison

James Myette

Kate Westcott

Ryan Worden

MEETING #MC-2015-03

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 6:09pm

In Attendance: Corry McClure, Kate Westcott, Ryan Worden, James Myette

Recording Secretary: Melissa Ford

Late Arrivals: None

Early Departures: None

Guests: Lisa Hogan

Regrets: Melissa Morrison

Absent: Liz Grimes

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Ryan Worden

Seconded By: James Myette

Resolved: That the agenda be adopted as circulated.

Carried MC2015-10

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Kate Westcott

Seconded By: Ryan Worden

Resolved: That the Minutes of the February 3rd, 2015 Meeting and February 18th, 2015 Special Meeting be approved.

Carried MC2015-11

3.0 DEPUTATIONS

Lisa Hogan from 91.9 BOB FM presented information about the BIA Subsidized radio program for downtown businesses as well as statistics regarding station listenership.

4.0 CORRESPONDENCE

Received from Rebecca Riley on behalf of the Days Inn, regarding the possibility of a downtown informational booklet and/or coupons for distribution at hotel. Committee was in favour of the idea and the subject will be scheduled for April's agenda.

5.0 OTHER OR NEW BUSINESS

5.1 BOB FM PARTNERSHIP PROPOSAL

Moved By: Ryan Worden

Seconded By: Kate Westcott

Resolved: That the Committee approves participation in the BOB FM subsidized commercials on a monthly basis. **Carried MC2015-12**

5.2 WEBSITE & BRANDING UPDATE

First version of a logo presented from Tod Ward. Committee had feedback and requests for edits that include a brighter colour, a bolder font, and the incorporation of a skyline outline of buildings that represent the historic downtown.

5.3 PARKETTE MUSIC

Discussed idea of focusing this venture into a 'Summer Youth Festival' type event. James Myette has made several contacts regarding youth performers interested in performing over the summer. Will continue to gather information. Melissa Morrison sent along with her regrets information regarding the stage used by the Boys & Girls Club, it is borrowed from St. Thomas and she will continue to research if this could be available for our use.

5.4 REVIEW OF ACTION ITEMS

Completed

6.0 REPORTS

None

7.0 NEXT MEETING

Tuesday, April 7th, 2015

6:00pm

The Olympia

106 Kent Street West, Lindsay

8.0 ADJOURNMENT

Moved By: Ryan Worden

Seconded by: James Myette

Resolved: That the March 11th, 2015 meeting of the Marketing Committee adjourn at 7:45pm.

Carried MC2015-13

ACTION ITEMS ARISING FROM MEETING

New Actions

Reference	Action Item	Status	Who	Due By
MC2015-03	Contact Lisa Hogan regarding confirmation of subsidized commercials.	In Progress	Administrator	ASAP
MC2015-03	Contact Rebecca Riley to confirm interest in booklet for hotel.	In Progress	Administrator	ASAP
MC2015-03	Contact Tod Ward with Committee feedback on logo.	In Progress	Administrator	ASAP

Outstanding Actions

Reference	Action Item	Status	Who	Due By
MC2015-02	Begin to research and contact some local artists to see if there is interest in performing in the Parkette Saturdays in the summer.	In Process	James Myette	April Meeting
MC2015-02	Contact St. Thomas for information regarding portable stage.	In Process	Melissa Morrison	April Meeting
MC2015-01	Classics Weekend – Administrator or Committee Member to attend meetings and report back to committee	Ongoing	Administrator	Each Meeting



Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE **MARKETING COMMITTEE**

Tuesday, April 7th, 2015

6:00pm

**Olympia Restaurant
106 Kent Street West, Lindsay**

Committee Members

Chair

Corry McClure

Vice Chair

Liz Grimes

Voting Members

Melissa Morrison

James Myette

Kate Westcott

Ryan Worden

MEETING #MC-2015-04

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 6:07pm

In Attendance: Corry McClure, Liz Grimes, Melissa Morrison, Ryan Worden

Recording Secretary: Melissa Ford

Late Arrivals: None

Early Departures: None

Guests: Nicki Dedes, Jim Garbutt

Regrets: None

Absent: James Myette, Kate Westcott

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Ryan Worden

Seconded By: Melissa Morrison

Resolved: That the agenda be adopted as circulated.

Carried MC2015-14

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Melissa Morrison

Seconded By: Ryan Worden

Resolved: That the Minutes of the March 11th Meeting be approved.

Carried MC2015-15

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 BRANDING UPDATE

Second version of logo designed by Tod Ward was presented. Committee provided feedback and prepared a list of edits that they would like to made, including additional details to buildings, incorporation of details inspired by our Town Hall building, and the font. Follow-up meeting will be scheduled to present suggested edits to Tod.

5.2 SUMMER YOUTH FESTIVAL

Corry McClure has connected with Andrew Wallen at Community Futures Development regarding possible EODP funding for summer program, and will continue to follow up. It was agreed that contact with interested youths (performers and managers) will be made before May's meeting for contribution of ideas. Options for a stage are still being investigated.

5.3 PAN AM TORCH RUN

Torch Run is scheduled to come through Lindsay on Thursday, June 4th. Parks & Recreation is meeting with the commissioner on April 14th and will provide more details after this date.

5.4 DAYS INN BOOKLET

Options for a tri-fold brochure were suggested with a possible buy-in for interested downtown businesses to advertise in. Administrator will begin to poll membership for interest and put together a template.

5.5 REVIEW OF CHEX ADVERTISING IN 2014

Funds spent in 2014 was presented, and the committee discussed whether this commitment was feasible in 2015.

Moved By: Ryan Worden **Seconded By:** Liz Grimes

Resolved: The Marketing Committee will not be committing to advertising on CHEX in 2015.

Carried MC2015-16

5.6 CHARITY ROAD HOCKEY TOURNAMENT

Taking place on Sunday, May 24th. Kent Street will be closed from Victoria to Lindsay Street, including intersections. Downtown businesses should be encouraged to be open for the duration. Administrator (with Corry McClure's assistance) will put together information regarding the economic impact of the event and estimated traffic, with some figures provided by Melissa Morrison.

6.0 REPORTS

None

7.0 NEXT MEETING

Tuesday, May 5th, 2015

6:00pm

Olympia Restaurant, 106 Kent Street West

8.0 ADJOURNMENT

Moved By: Ryan Worden

Seconded by: Liz Grimes

Resolved: That the April 7th, 2015 meeting of the Marketing Committee adjourn at 7:26pm.

Carried MC2015-17

ACTION ITEMS ARISING FROM MEETING

New Actions

Reference	Action Item	Status	Who	Due By
MC2015-04	Contact Tod Ward to schedule meeting for logo and branding feedback.	In Progress	Administrator	ASAP
MC2015-04	Continue correspondence with Andrew Wallen regarding EODP funding.	In Progress	Corry McClure	As Necessary
MC2015-04	Connect with youth performers and managers for input on Youth Festival events.	In Progress	Corry McClure	May Meeting
MC2015-04	Follow up with Parks & Rec regarding Torch Run after April 14 th	In Progress	Administrator	May Meeting
MC2015-04	Contact Economic Development regarding portable stages.	In Progress	Administrator	May Meeting
MC2015-04	Poll membership for interest in advertising in brochure to be displayed at Days Inn	In Progress	Administrator	May Meeting
MC2015-04	Begin to draft template for Days Inn brochure.	In Progress	Administrator	May Meeting
MC2015-04	Send Administrator any past figures of past Road Hockey events that may be relevant to economic impact.	In Progress	Melissa Morrison	ASAP
MC2015-04	Research economic impact of Road Hockey Tournament and draft flyer to encourage businesses to be open.	In Progress	Corry McClure & Administrator	May Meeting

Outstanding Actions

Reference	Action Item	Status	Who	Due By
MC2015-01	Classics Weekend – Administrator or Committee Member to attend meetings and report back to committee	Ongoing	Administrator	Each Meeting



Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE **MARKETING COMMITTEE**

Tuesday, May 5th, 2015

6:00pm

**Olympia Restaurant
106 Kent Street West, Lindsay**

Committee Members

Chair

Corry McClure

Vice Chair

Liz Grimes

Voting Members

Melissa Morrison

James Myette

Kate Westcott

Ryan Worden

MEETING #MC-2015-05

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 6:21pm

In Attendance: Corry McClure, Liz Grimes, Ryan Worden, Kate Westcott

Recording Secretary: Melissa Ford

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: None

Absent: James Myette, Melissa Morrison

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Liz Grimes

Seconded By: Ryan Worden

Resolved: That the agenda be adopted as circulated.

Carried MC2015-18

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Liz Grimes

Seconded By: Kate Westcott

Resolved: That the Minutes of the April 7th Meeting be approved.

Carried MC2015-19

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 SUMMER YOUTH FESTIVAL

Meeting was held on April 29th with Corry McClure, Melissa Ford and James Barker in attendance. Topics for consideration going forward – options for a stage to be rented or built, options for permanent or temporary seating, and involvement from sponsors and/or Economic Development. Those avenues will be explored by the next meeting. Corry McClure will attempt to schedule another meeting with youth performers and managers for their input.

5.2 PAN AM TORCH RUN

Update given following Melissa Ford's meeting with Parks & Recreation. Overview of the event was discussed as well as ideas for the BIA's involvement. Having balloons (possibly with helium) tied to meters to decorate the downtown route is being considered. Options will be explored before June 4th event.

5.3 DAYS INN BOOKLET

Template presented by Melissa Ford. Email will be sent to membership for purchase of advertising space.

Moved By: Kate Westcott

Seconded By: Liz Grimes

Resolved: That the format of the booklet to be featured at the Days Inn is approved, with \$50 ad spaces (2" x 2.5" colour) to be offered to members to offset cost of printing. **Carried MC2015-20**

5.4 DOWNTOWN PHOTOGRAPHY

Young local amateur photographers will be tasked with taking both general and business-specific photos for use on the website.

5.5 RIVERA PARK SIGN

Update was given to the 50/50 grant issues by Parks & Rec for a new information sign to be located at Old Mill Park. Content for both this new sign, and existing sign at Rivera Park were discussed. Melissa Ford will design some options to be presented at the next meeting.

6.0 REPORTS

None

7.0 NEXT MEETING

Tuesday, June 2nd, 2015

6:00pm

Olympia Restaurant, 106 Kent Street West

8.0 ADJOURNMENT

Moved By: Ryan Worden

Seconded by: Liz Grimes

Resolved: That the May 5th, 2015 meeting of the Marketing Committee adjourn at 7:29pm.

Carried MC2015-21

ACTION ITEMS ARISING FROM MEETING

New Actions

Reference	Action Item	Status	Who	Due By
MC2015-05	Continue to correspond with youth performers and managers.	In Progress	Corry McClure	As Necessary
MC2015-05	Design options for park signs content.	In Progress	Melissa Ford	June Meeting
MC2015-05	Contact youth photographers to discuss logistic of photo project.	In Progress	Corry McClure & Kate Westcott	ASAP
MC2015-05	Complete a count of parking meters and explore options for balloons & helium	In Progress	Corry McClure & Melissa Ford	ASAP

Outstanding Actions

Reference	Action Item	Status	Who	Due By
MC2015-04	Continue correspondence with Andrew Wallen regarding EODP funding.	In Progress	Corry McClure	As Necessary
MC2015-04	Poll membership for interest in advertising in brochure to be displayed at Days Inn	In Progress	Administrator	ASAP



Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE **MARKETING COMMITTEE**

Tuesday, June 2nd, 2015

6:00pm

**Olympia Restaurant
106 Kent Street West, Lindsay**

Committee Members

Chair

Corry McClure

Vice Chair

Liz Grimes

Voting Members

Melissa Morrison

James Myette

Kate Westcott

Ryan Worden

MEETING #MC-2015-06

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 6:05pm

In Attendance: Corry McClure, Kate Westcott, Liz Grimes, Charlie McDonald

Recording Secretary: Melissa Ford

Late Arrivals: None

Early Departures: None

Guests: Aaron McFarland, Nicki Dedes (arrived 6:45pm)

Regrets: Ryan Worden, James Myette

Absent: Melissa Morrison

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Kate Westcott

Seconded By: Liz Grimes

Resolved: That the agenda be adopted as circulated.

Carried MC2015-21

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Liz Grimes

Seconded By: Kate Westcott

Resolved: That the Minutes of the May 5th Meeting be approved.

Carried MC2015-22

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 SUMMER YOUTH FESTIVAL

Update given by Corry McClure. Potential performers are beginning to confirm. First date on June 27th confirmed with James Barker performing. Charlie McDonald is working on having a tent placed for the season. Power source will be addressed with the Beautification chair.

5.2 RIVERA PARK SIGN

Moved By: Kate Westcott

Seconded By: Liz Grimes

Resolved: That the submitted proof for the Rivera Park sign content is approved and printing can commence.

Carried MC2015-23

5.3 WEBSITE & PHOTOGRAPHY UPDATE

Update given on the website by Melissa Ford, that Tod Ward has provided a status update for website content and everything is on track. Update given on photography by Corry McClure, the first set of photos is complete and being edited, and a second round will be conducted for outside photos now that the planters are in, and stores missed in the first round.

5.4 BRELYN LINDSAY MAP

Moved By: Kate Westcott

Seconded By: Liz Grimes

Resolved: That the Marketing Committee will place an ad, designed by Melissa Ford into the Lindsay map produced by Dave Roulston for \$200.

Carried MC2015-24

5.5 DAYS INN BOOKLET

Advertisers are confirmed and artwork is being completed. Approximately 8000 will be printed.

5.6 DOWNTOWN HOLIDAY HOURS

Discussion was held on the best way to inform other businesses of downtown hours on holidays. Email will be sent ahead with whatever information has been made available at the time.

6.0 REPORTS

None

7.0 NEXT MEETING

Tuesday, July 7th, 2015

6:00pm

Olympia Restaurant, 106 Kent Street West

8.0 ADJOURNMENT

Moved By: Liz Grimes

Seconded by: Kate Westcott

Resolved: That the June 2nd, 2015 meeting of the Marketing Committee adjourn at 7:01pm.

Carried MC2015-25

ACTION ITEMS ARISING FROM MEETING

New Actions

Reference	Action Item	Status	Who	Due By
MC2015-06	Consult Beautification Committee for power source in parkette.	In Progress	Melissa Ford	June 4th
MC2015-06	Confirm use of tent for summer season.	In Progress	Charlie McDonald	ASAP
MC2015-06	Have Rivera signs printed and installed.	In Progress	Melissa Ford	ASAP
MC2015-06	Design and submit ad for Lindsay map.	In Progress	Melissa Ford	ASAP
MC2015-06	Complete Days Inn booklet and have printed and delivered to Days Inn.	In Progress	Melissa Ford	ASAP

Outstanding Actions

Reference	Action Item	Status	Who	Due By
MC2015-05	Continue to correspond with youth performers and managers.	In Progress	Corry McClure	As Necessary



Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE **MARKETING COMMITTEE**

Tuesday, July 7th, 2015

6:00pm

**Olympia Restaurant
106 Kent Street West, Lindsay**

Committee Members

Chair

Corry McClure

Vice Chair

Liz Grimes

Voting Members

Melissa Morrison

James Myette

Kate Westcott

Ryan Worden

MEETING #MC-2015-07

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 6:02pm

In Attendance: Corry McClure, Liz Grimes, Melissa Morrison, Kate Westcott, Ryan Worden

Recording Secretary: Melissa Ford

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: None

Absent: James Myette

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Liz Grimes

Seconded By: Ryan Worden

Resolved: That the agenda be adopted as circulated.

Carried MC2015-26

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Kate Westcott

Seconded By: Liz Grimes

Resolved: That the Minutes of the June 2nd Meeting be approved.

Carried MC2015-27

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 BUDGET UPDATE

Completed.

5.2 SUMMER MUSIC UPDATE

Update given by Corry McClure. Program is progressing well. All Flaws in Progress will perform this Saturday.

5.3 RIBFEST BANNER

Moved By: Ryan Worden

Seconded By: Melissa Morrison

Resolved: That the Marketing Committee approves of the use of a banner at this year's RibFest with a new banner being printed to reflect our new branding, which can be used at RibFest as well as other events.

Carried MC2015-28

5.4 CURLING CLUB SIGN

Sign is up for annual renewal. Committee would like to review prices for new signage to be created to reflect updated branding.

5.5 SIDEWALK SALE

Several downtown businesses will be holding a sidewalk sale the weekend of July 17-19. The Marketing Committee will not be placing an ad in Kawartha Lakes This Week, but will forward the information to the membership.

5.6 YELLOW PAGES 'SHOP THE NEIGHBOURHOOD' EVENT

National event is being held on November 28th. Lindsay Downtown BIA is registered through Yellow Pages. Event will stay on radar as more information becomes available.

5.7 SHOP, HOP & WINE WALK

Discussion was held regarding making this event BIA organized. Kate Westcott and Liz Grimes will approach other business owners involved in previous years' events for feedback.

6.0 REPORTS

None

7.0 NEXT MEETING

Tuesday, August 4th, 2015

6:00pm

Olympia Restaurant, 106 Kent Street West

8.0 ADJOURNMENT

Moved By: Ryan Worden

Seconded by: Liz Grimes

Resolved: That the July 7th, 2015 meeting of the Marketing Committee adjourn at 6:51pm.

Carried MC2015-29

ACTION ITEMS ARISING FROM MEETING

New Actions

Reference	Action Item	Status	Who	Due By
MC2015-07	Contact RibFest organizers for new banner to be printed and hung.	In Progress	Melissa Ford	ASAP
MC2015-07	Look into pricing for new sign to be made for Curling Club, and information for similar advertising at the Lindsay Rec Center rinks.	In Progress	Melissa Ford	August Meeting
MC2015-07	Discuss the Shop Hop & Wine Walk being a BIA-organized event with previous organizers.	In Progress	Kate Westcott & Liz Grimes	August Meeting

Outstanding Actions

Reference	Action Item	Status	Who	Due By
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LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
MARKETING COMMITTEE

Tuesday, September 1st, 2015
6:00pm

Olympia Restaurant
106 Kent Street West, Lindsay

Committee Members

Co-Chair

Kate Westcott

Co-Chair

Liz Grimes

Voting Members

Melissa Morrison

Jillian Tryder

Ryan Worden

MEETING #MC-2015-09

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 6:03am

In Attendance: Kate Westcott, Liz Grimes, Melissa Morrison, Ryan Worden, Jill Tryder

Recording Secretary: Melissa Ford

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: None

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Melissa Morrison

Seconded By: Ryan Worden

Resolved: That the agenda be adopted as circulated.

Carried MC2015-30

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Kate Westcott

Seconded By: Melissa Morrison

Resolved: That the Minutes of the July 7th Meeting be approved.

Carried MC2015-31

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 BUDGET UPDATE

Received.

5.2 COMMITTEE STRUCTURE

The Committee welcomes Kate Westcott & Liz Grimes in the role of Co-Chairs and Jillian Tryder of Pretty Little Threads as a voting member. The Committee agrees that some recruitment may be necessary for additional members.

5.3 TRENT-SEVERN PUBLICATION

Moved By: Melissa Morrison

Seconded By: Kate Westcott

Resolved: The Marketing Committee commits to a full page advertisement in the Trent Severn Waterway publication for a cost of \$665 plus HST.

Carried MC2015-32

Moved By: Kate Westcott

Seconded By: Jill Tryder

Resolved: The Marketing Committee commits to slide show advertising at the Toronto Boat Show with Brelyn Enterprise for a cost of \$125 plus HST.

Carried MC2015-33

5.4 UPCOMING KAWARTHA LAKES THIS WEEK PROMOTIONS

A proposal for a generic 'shop downtown' spread with advertising from downtown businesses through October-December was presented. The Committee agreed that newspaper coverage was important, but should be event-focused and perhaps some coverage that wasn't advertising related could be investigated.

5.5 SHOP, HOP & WINE WALK

A Sub-Committee for this event will be formed with separate meetings. The date for the first meeting will be Monday, September 14th at 6:30pm at The Grand Experience. Melissa Ford will send an invitation to the membership and request an RSVP. Subjects to be discussed at the Sub-Committee level will include logistics, venue, ticket prices, and charity recipient.

5.6 UPCOMING EVENTS

Upcoming fall and winter events were discussed. Focus will be given to Christmas events such as the Tree Lighting and Santa's presence downtown and will be placed on October's agenda for further discussion.

5.7 UPCOMING EVENTS

The Beautification Committee has requested input from the Marketing Committee on the design of the new banners proposed for next year. The Committee discussed a design using the new logo and elements of the branding. Melissa Ford will mock-up the idea and email the committee members for feedback and approval on Wednesday so that it can be presented to Beautification on Thursday.

6.0 REPORTS

None

7.0 NEXT MEETING

Tuesday, October 6th, 2015
6:00pm
Olympia Restaurant, 106 Kent Street West

8.0 ADJOURNMENT

Moved By: Melissa Morrison **Seconded By:** Jill Tryder

Resolved: That the September 1st, 2015 meeting of the Marketing Committee adjourn at 7:16pm.

Carried MC2015-34

ACTION ITEMS ARISING FROM MEETING

New Actions

Reference	Action Item	Status	Who	Due By
MC2015-09	Complete contracts for advertising in Trent-Severn publication and Toronto Boat Show	In Progress	Melissa Ford	ASAP
MC2015-09	Pass on comments regarding KLTW advertising to Tracy Richardson for future projects	In Progress	Melissa Ford	ASAP
MC2015-09	Invite membership to first meeting of the Shop Hop & Wine Walk Sub-Committee	In Progress	Melissa Ford	ASAP
MC2015-09	Brainstorm ideas for Tree Lighting Event	In Progress	All Members	October Meeting
MC2015-09	Design mock-up for banners for committee's approval and present final design to Beautification Committee.	In Progress	Melissa Ford	Thursday, September 3rd



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
MARKETING COMMITTEE

Tuesday, October 6th, 2015
6:00pm

Olympia Restaurant
106 Kent Street West, Lindsay

Committee Members

Co-Chair

Kate Westcott

Co-Chair

Liz Grimes

Voting Members

Melissa Morrison

Jillian Tryder

Ryan Worden

MEETING #MC-2015-10

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 6:00pm

In Attendance: Liz Grimes, Kate Westcott, Ryan Worden, Jill Tryder, Melissa Morrison

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: Jim Garbutt (6:10pm)

Regrets: None

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Melissa Morrison

Seconded By: Ryan Worden

Resolved: That the agenda be adopted as circulated.

Carried MC2015-35

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Jill Tryder

Seconded By: Kate Wescott

Resolved: That the Minutes of the September 1st Meeting be approved.

Carried MC2015-36

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 BUDGET UPDATE

Completed.

5.2 SHOP, HOP & WINE WALK

Date has been set for Thursday, November 26th. The upper level of the Olympia will be used for the before and after events. Liz has been in contact with Diane Dalton who may act as facilitator. A planning meeting has been scheduled for Tuesday, October 13th, upstairs at the Olympia at 6:00pm. Melissa McFarland will contact Tracy Richardson at Kawartha Lakes This Week for advertising options.

5.3 TREE LIGHTING CEREMONY

Moved By: Kate Westcott

Seconded By: Liz Grimes

Resolved: That Steve Sisson will be offered the role of Santa again for 2015. **Carried MC2015-37**

Melissa McFarland will contact Steve Sisson to discuss Santa schedule, research cost of candy canes from 2014, and contact Aaron Young for information about use of the gazebo.

5.4 WEBSITE UPDATE

Completed. Melissa McFarland will be completing training shortly and ideas for content were brainstormed, including blog topics (free parking, upcoming events) and features on new and existing businesses.

5.5 OLD MILL PARK SIGN

The sign will be installed before the ground freezes and the content will be a combination of the two signs placed at Rivera Park. Melissa McFarland will present mock-up at next meeting.

5.6 UPCOMING EVENTS

Moved By: Ryan Worden

Seconded By: Kate Wescott

Resolved: That the Marketing Committee commits to advertising in the Exploring Lindsay publication for 2016 at a cost of \$465.00 plus HST.

Carried MC2015-38

Ideas for future events and promotions were discussed, including in downtown participation in the November 28th Jolly Jog, a 12 Days of Christmas promotion through social media, and the cost of providing BIA window clings to businesses.

6.0 REPORTS

None

7.0 NEXT MEETING

Tuesday, November 3rd, 2015

6:00pm

Olympia Restaurant, 106 Kent Street West

8.0 ADJOURNMENT

Moved By: Ryan Worden

Seconded By: Kate Wescott

Resolved: That the October 6th, 2015 meeting of the Marketing Committee adjourn at 7:16pm.

Carried MC2015-39



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
MARKETING COMMITTEE

Tuesday, November 3rd, 2015

6:00pm

Olympia Restaurant

106 Kent Street West, Lindsay

Committee Members

Co-Chair

Kate Westcott

Co-Chair

Liz Grimes

Voting Members

Melissa Morrison

Jillian Tryder

Ryan Worden

MEETING #MC-2015-11

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 8:37am

In Attendance: Kate Westcott, Liz Grimes, Jill Tryder, Charlie McDonald

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: Charlie McDonald (7:15pm)

Guests: Tracy Richardson

Regrets: Ryan Worden

Absent: Melissa Morrison

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Liz Grimes

Seconded By: Jill Tryder

Resolved: That the agenda be adopted as circulated.

Carried MC2015-40

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Liz Grimes

Seconded By: Jill Tryder

Resolved: That the Minutes of the October 6th Meeting be approved.

Carried MC2015-41

3.0 DEPUTATIONS

TRACY RICHARDSON, KAWARTHA LAKES THIS WEEK
HOLIDAY ADVERTISING

Proposal for holiday advertising for Downtown Businesses was presented along with stats and information on readership.

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 BUDGET UPDATE

Received

5.2 KLTW HOLIDAY ADVERTISING

Moved By: Kate Westcott

Seconded By: Liz Grimes

Resolved: That the Marketing Committee will endorse Kawartha Lakes This Week Holiday Advertising and will work with Tracy Richardson on downtown content.

Carried MC2015-42

5.3 SHOP, HOP & WINE WALK

Poster has been received and sent to all participating businesses. Copies will be made and distributed. Prize list needs to be confirmed as only a few businesses have responded.

5.4 TREE LIGHTING CEREMONY

Set for Friday, November 20th. Request use of gazebo from Aaron Young. Emcee will either be Charlie McDonald (based on schedule) or Melissa McFarland. Advertising can be done during Bob FM live broadcast from Kate & Co on November 19th. Request supply of hot chocolate from The Grand and/or apple cider from Burns Bulk Food. Permission from Mark Reid for use of parkette will be requested.

Moved By: Kate Westcott

Seconded By: Jill Tryder

Resolved: That St. Dominics Choir will be invited to perform at a donation of \$500

Carried MC2015-43

5.5 WEBSITE UPDATE

Committee agreed that while corresponding photos for each business in the database would be good for marketing purposes, the focus of the website should be to ensure it is live, functioning and accurate for the upcoming holiday season.

5.6 TRENT SEVERN BOOK CONTENT

Moved By: Jill Tryder

Seconded By: Kate Westcott

Resolved: That the mock-up of the content for the Trent-Severn Waterway publication is approved with the exception of park photo being swapped for a Classics on Kent photo.

Carried MC2015-44

5.7 CAPS ADVERTISING

Deadline for holiday advertising is too close. CAPS will be advised to provide more notice for future publications.

5.8 UPCOMING EVENTS

Request for partnership on Family Day event with Howard Johnson and CKL Tourism was approved.

Moved By: Jill Tryder

Seconded By: Kate Westcott

Resolved: That the BIA Marketing Committee will participate in the KLTW Post-It program for holiday advertising.

Carried MC2015-45

6.0 NEXT MEETING

Tuesday, December 1st, 2015

6:00pm

Olympia Restaurant, 106 Kent Street West

7.0 ADJOURNMENT

Moved By: Jill Tryder

Seconded By: Liz Grimes

Resolved: That the November 3rd, 2015 meeting of the Marketing Committee adjourn at 7:27pm.

Carried MC2015-46



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
MARKETING COMMITTEE

Tuesday, December 1st, 2015
6:00pm

Olympia Restaurant
106 Kent Street West, Lindsay

Committee Members

Co-Chair

Kate Westcott

Co-Chair

Liz Grimes

Voting Members

Melissa Morrison

Jillian Tryder

Ryan Worden

MEETING #MC-2015-12

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 6:35pm

In Attendance: Kate Westcott, Liz Grimes, Jill Tryder

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: Ann Scarlett (left 7:00pm), Nicki Dedes (arrived 6:55pm)

Regrets: None

Absent: Melissa Morrison, Ryan Worden

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Kate Westcott

Seconded By: Jill Tryder

Resolved: That the agenda be adopted as circulated.

Carried MC2015-47

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Liz Grimes

Seconded By: Kate Westcott

Resolved: That the Minutes of the November 3rd Meeting be approved.

Carried MC2015-48

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 BUDGET UPDATE

Received. \$2500 of the 2015 budget will be carried over to 2016 and earmarked for a Family Day Winter Festival, in conjunction with CKL Tourism and Howard Johnson.

5.2 2016 COMMITTEE

Recruitment will be conducted by existing members to join committee in 2016. Meetings will remain the same, the first Tuesday of the month at 6:00pm. The Olympia is closed for renovations on January 5th, but the upstairs will be made available for the meeting.

5.3 UPCOMING EVENTS

Ideas were discussed for a Passport Shopping program, a Shopping & Movie theme night with Century Cinemas and a Family Day festival.

6.0 NEXT MEETING

Tuesday, January 5th, 2016

6:30pm

Olympia Restaurant (Upstairs)

106 Kent Street West

7.0 ADJOURNMENT

Moved By: Kate Westcott

Seconded By: Jill Tryder

Resolved: That the December 1st, 2015 meeting of the Marketing Committee adjourn at 7:17pm.

Carried MC2015-49



Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE **PARKING COMMITTEE**

**Tuesday, January 13th, 2015
7:30am**

**The Grand Experience
177 Kent Street West, Lindsay**

Committee Members

Co-Chair
Steve Podolsky

Co-Chair
Steve Turner

Voting Members

Jim Garbutt
Charlie McDonald
Paul Orchard
Councillor Pat Dunn
Councillor Gord James

City of Kawartha Lakes Liason
Aaron Sloan

MEETING #PC-2015-01

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 7:38am

In Attendance: Charlie McDonald, Steve Podolsky, Steve Turner, Pat Dunn, Gord James, Aaron Sloan

Recording Secretary: Melissa Ford

Late Arrivals: Jim Garbutt (7:42am)

Early Departures: Gord James (8:15am)

Guests: Paul Orchard

Regrets: Leona Byrne

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Pat Dunn

Seconded By: Paul Orchard

Resolved: That the agenda be adopted with the following amendments:

- Agenda item 5.1 move to 2.1, prior to motion being carried.

Carried PC2015-01

COMMITTEE STRUCTURE

- All persons in attendance are confirmed as committee members
- Charlie McDonald nominates Steve Podolsky and Steve Turner to Co-Chair the Parking Committee in 2015; both nominations are accepted

2.2 DECLARATIONS OF PECUNIARY INTEREST

None

2.3 ADOPTION OF MINUTES

Moved By: Charlie McDonald

Seconded By: Steve Turner

Resolved: That the minutes of the December 9th, 2014 Parking Committee meeting be approved.

Carried PC2015-02

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 COMMITTEE MEETING SCHEDULE FOR 2015

Agreed that the current schedule of meetings being held on the second Tuesday of every month, at 7:30am, at The Grand Experience, Upper Level, 177 Kent Street West, shall continue.

5.2 2014 LIST OF ACCOMPLISHMENTS FOR AGM

Discussion of what should be included on list – 2014 Chair Jim Garbutt will compile.

5.3 BLACK BELT PROJECT

Aaron Sloan will arrange meeting with Denise Williams for Charlie McDonald, Steve Podolsky and Steve Turner to discuss BIA concerns with Black Belt Team before project is presented to council.

5.4 DISCUSSION OF FUTURE STRATEGIES FOR DECEMBER FREE PARKING

Moved By: Charlie McDonald

Seconded By: Paul Orchard

Resolved: That the Administrator will draft an email to be sent to the membership regarding incident reporting on downtown parking and feedback so that there is written correspondence to take into consideration when looking at future changes.

Carried PC2015-03

6.0 REPORTS

None

7.0 NEXT MEETING

Tuesday, February 10th, 2015

7:30am

The Grand Experience, Upper Level

177 Kent Street West

8.0 ADJOURNMENT

Moved By: Charlie McDonald

Seconded by: Jim Garbutt

Resolved: That the January 13th, 2015 meeting of the Parking Committee adjourn at 8:34am.

Carried PC2015-04



Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE **PARKING/ADVOCACY COMMITTEE**

**Tuesday, February 10th, 2015
7:30am**

**The Grand Experience
177 Kent Street West, Lindsay**

Committee Members

Co-Chair
Steve Podolsky

Co-Chair
Steve Turner

Voting Members

Jim Garbutt Charlie McDonald
Paul Orchard Tim White

Councillor Isaac Breadner

Councillor Pat Dunn

Councillor Gord James

City of Kawartha Lakes Liason

Aaron Sloan

MEETING #PC-2015-02

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 7:30am

In Attendance: Steve Podolsky, Paul Orchard, Jim Garbutt, Isaac Breder, Pat Dunn, Gord James, Aaron Sloan

Recording Secretary: Melissa Ford

Late Arrivals: None

Early Departures: Gord James (8:30am), Pat Dunn (8:50am), Aaron Sloan (8:50am)

Guests: Leona Byrne, Ron Taylor (left 8:15am), Nicki Dedes (arrived 7:35am), John Gennaro (arrived 7:39am), Bruce Creber (7:42am)

Regrets: Charlie McDonald, Steve Turner

Absent: Tim White

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Gord James

Seconded By: Pat Dunn

Resolved: That the agenda be adopted as circulated.

Carried PC2015-05

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Jim Garbutt

Seconded By: Paul Orchard

Resolved: That the minutes of the January 13th, 2015 Parking Committee meeting be approved.

Carried PC2015-06

3.0 DEPUTATIONS

4.0 CORRESPONDENCE

5.0 OTHER OR NEW BUSINESS

5.1 DEPUTATION TO COUNCIL REGARDING BLACK BELT PROJECT

Ron Taylor from Development Services spoke on behalf of the Black Belt Team in regards to their intention to speak to Council on February 17th, with an overview of their position and the content of their presentation. A copy of this scaled down presentation will be sent to the Administrator either by Ron or Aaron Sloan by the end of the week so that the executive summary can be shared with the membership.

Aaron Sloan shared figures put together by Denise Williams regarding how the removal of meters would impact the tax bills of the households of area-rated Lindsay residents. The Parking Committee would like to see these numbers general-rated for the City of the Kawartha Lakes. He also shared a new monthly report of parking financials for December 2014 and January 2015 that is on a much simpler scale.

The Committee discussed their next steps. Available Committee members will attend the presentation at the Council Meeting on February 17th, and a Special Parking Meeting will be called after the presentation, but prior to the Board of Directors Meeting on February 26th. At this time, a consensus will be decided on as to the position the Parking Committee will take in its Deputation to Council on March 3rd, with feedback from the membership, and a recommendation will be made to the Board of Directors on February 26th.

6.0 REPORTS

7.0 NEXT MEETING

Special Meeting

Friday, February 20th, 2015

7:30am

KLPS Community Room

6 Victoria Avenue North

Regular Meeting

Tuesday, March 10th, 2015

7:30am

The Grand Experience, Upper Level

177 Kent Street West

8.0 ADJOURNMENT

Moved By: Paul Orchard

Seconded by: Jim Garbutt

Resolved: That the February 10th, 2015 meeting of the Parking Committee adjourn at 9:05am.

Carried PC2015-07

ACTION ITEMS ARISING FROM MEETING

New Actions

Reference	Action Item	Status	Who	Due By
PC2015-02	Send scaled down PowerPoint Presentation and/or Executive Summary of Black Belt Project to Administrator.	In Progress	Ron Taylor or Aaron Sloan	ASAP
PC2015-02	When received, send above to membership, with request for feedback and invitation to special meeting and council presentations.	In Progress	Administrator	ASAP
PC2015-02	Schedule Special Meeting of the Parking Sub-Committee.	In Progress	Chair / Administrator	ASAP

Outstanding Actions

Reference	Action Item	Status	Who	Due By



Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE **PARKING/ADVOCACY COMMITTEE**

**Tuesday, March 10th, 2015
7:30am**

**The Grand Experience
177 Kent Street West, Lindsay**

Committee Members

Co-Chair
Steve Podolsky

Co-Chair
Steve Turner

Voting Members

Jim Garbutt Charlie McDonald
Paul Orchard Tim White

Councillor Isaac Breadner

Councillor Pat Dunn

Councillor Gord James

City of Kawartha Lakes Liason

Aaron Sloan

MEETING #PC-2015-03

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 7:38am

In Attendance: Steve Podolsky, Steve Turner, Charlie McDonald, Jim Garbutt, Tim White, Isaac Breadner, Pat Dunn, Gord James

Recording Secretary: Melissa Ford

Late Arrivals: None

Early Departures: None

Guests: Brigitte Kay, Leona Byrne, James Myette, Nicki Dedes

Regrets: Paul Orchard, Aaron Sloan

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Charlie McDonald **Seconded By:** Steve Turner

Resolved: That the agenda be adopted as circulated.

Carried PC2015-08

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Charlie McDonald **Seconded By:** Tim White

Resolved: That the minutes of the February 10th, 2015 Meeting and February 20th, 2015

Special Meeting be approved.

Carried PC2015-09

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

Monthly Parking Financials received from Aaron Sloan. Committee would like to see statistics regarding expenses also. Chair will draft a letter outlining requested information, and send own spreadsheet as sample.

5.0 OTHER OR NEW BUSINESS

5.1 DEPUTATION TO COUNCIL REGARDING BLACK BELT PROJECT

Deputation #1 – Nicki Dedes & Brigitte Kay will present an overview of the BIA & Business Owners position and discuss the surveys and results.

Deputation #2 – Leona Byrne & Jim Garbutt will present information about the financials that have been submitted by the Black Belt Team.

Deputation #3 – Steve Podolsky & Charlie McDonald will present the BIA's recommendation.

Invitation to deputation to show support will be sent to membership and Chamber of Commerce by Administrator.

6.0 REPORTS

None

7.0 NEXT MEETING

Special Meeting

Tuesday, March 17th

7:30am

The Grand Experience (Upper Level)

177 Kent Street West

Regular Meeting

Tuesday, April 14th, 2015

7:30am

The Grand Experience (Upper Level)

177 Kent Street West

8.0 ADJOURNMENT

Moved By: Gord James

Seconded by: Jim Garbutt

Resolved: That the March 10th, 2015 meeting of the Parking Committee adjourn at 8:51am.

Carried PC2015-10

ACTION ITEMS ARISING FROM MEETING

New Actions

Reference	Action Item	Status	Who	Due By
PC2015-03	Send Aaron Sloan list of requested information to be included on monthly report, and template.	In Progress	Steve Podolsky	ASAP
PC2015-03	Send invitation to deputation to membership and Chamber of Commerce.	In Progress	Administrator	Prior to 03/24

Outstanding Actions

Reference	Action Item	Status	Who	Due By



Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE **PARKING/ADVOCACY COMMITTEE**

**Tuesday, April 14th, 2015
7:30am**

**The Grand Experience
177 Kent Street West, Lindsay**

Committee Members

Co-Chair
Steve Podolsky

Co-Chair
Steve Turner

Voting Members

Jim Garbutt

Charlie McDonald

Tim White

Councillor Isaac Breadner

Councillor Pat Dunn

Councillor Gord James

City of Kawartha Lakes Liason

Aaron Sloan

MEETING #PC-2015-04

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 7:35am

In Attendance: Steve Podolsky, Steve Turner, Jim Garbutt, Charlie McDonald, Aaron Sloan
Councillor Isaac Breadner, Councillor Pat Dunn, Councillor Gord James

Recording Secretary: Melissa Ford

Late Arrivals: None

Early Departures: None

Guests: Cathy Puffer, Greg Nisbett

Regrets: None

Absent: Tim White

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Pat Dunn

Seconded By: Charlie McDonald

Resolved: That the agenda be adopted, with the addition of a Closed Session at 8.0.

Carried PC2015-11

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Pat Dunn

Seconded By: Charlie McDonald

Resolved: That the minutes of the March 10th, 2015 be approved.

Carried PC2015-12

3.0 DEPUTATIONS

Greg Nisbett and Cathy Puffer spoke about their concerns with the safety and security of downtown businesses in light of the recent incidents of robberies (especially drug related) and vandalism. They would like to work with the BIA to communicate with the Kawartha Lakes Police Service about increasing their overall presence and foot patrols in the downtown core. Discussion regarding the possibilities of camera surveillance was conducted. It was agreed that the membership should be encouraged to use the KLPS Online Reporting System to ensure that all incidents are correctly reported so that statistics will be available in order for the case to be made.

Moved By: Jim Garbutt

Seconded By: Isaac Breadner

Resolved: That Chief Hagarty be requested to provide a report on downtown crime statistics, surveillance and foot patrol of officers at the Board of Directors Meeting on April 30th.

Carried PC2015-14

4.0 CORRESPONDENCE

Email from Ron Taylor received, requested a follow-up meeting be scheduled with those in attendance at the March 24th meeting. The Black Belt team is targeting the May 26th Regular Council Meeting to present their recommendations. Those in attendance agreed to a meeting scheduled for Tuesday, April 21st, and this date will be sent back to Ron Taylor and his team for approval.

5.0 OTHER OR NEW BUSINESS (PARKING)

5.1 COURTESY CARD PROGRAM

Very few cards left after the end of 2014. Discussion as to the continuation of the program was held. Aaron Sloan will advise how many cards are still in the possession of by-law.

5.2 REVIEW OF UPDATED PARKING STATS

BIA is requesting to have monthly financials provided that include both the revenue and expenses involved with downtown parking. Aaron Sloan will have to receive his direction on what will be provided from Ron Taylor. Steve Podolsky will provide Aaron Sloan with a spreadsheet previously used by the BIA as an example.

6.0 OTHER OR NEW BUSINESS (ADVOCACY)

5.1 SIGN BY-LAW UPDATE

Open House will be held on May 25th to communicate the changes to the sign by-law and answer questions. Updated by-law will be circulated to the membership in advance.

5.2 DOWNTOWN SIDEWALKS

An inquiry regarding the sidewalk bricks that are available for filling in holes will be made to our Public Works liason at the April 30th Board Meeting. Bricks may be available from the #1 Kent Parkette at the time that it is renovated.

6.0 REPORTS

None

7.0 NEXT MEETING

Tuesday, May 12th, 2015

7:30am

The Grand Experience (Upper Level)

177 Kent Street West

8.0 CLOSED SESSION

Moved By: Jim Garbutt

Seconded by: Isaac Breadner

Resolved: That the Parking / Advocacy Committee move to a Closed Session regarding the Downtown Revitalization Project.

Carried PC2015-15

Moved By: Pat Dunn

Seconded by: Isaac Breadner

Resolved: That the Parking / Advocacy Committee exit the Closed Session.

Carried PC2015-16

Moved By: Pat Dunn

Seconded by: Isaac Breadner

Resolved: That Kelly Maloney be requested to provide a status update on the Downtown Revitalization Project, as it pertains to Lindsay, at the April 30th Board of Directors meeting.

Carried PC2015-17

9.0 ADJOURNMENT

Moved By: Charlie McDonald

Seconded by: Jim Garbutt

Resolved: That the April 14th, 2015 meeting of the Parking Committee adjourn at 8:50am.

Carried PC2015-18

ACTION ITEMS ARISING FROM MEETING

New Actions

Reference	Action Item	Status	Who	Due By
PC2015-04	Email the Downtown Membership to encourage use of the KLPS Online Reporting System.	In Progress	Melissa Ford	ASAP
PC2015-04	Email Chief Hagarty to request a report at the April 30 th Board Meeting regarding statistics of downtown crime, surveillance and foot patrols.	In Progress	Melissa Ford	ASAP
PC2015-04	Contact Ron Taylor to propose April 21 st as a proposed meeting date.	In Progress	Melissa Ford	ASAP
PC2015-04	Advise Administrator of how many Courtesy Cards are still in By-Law Enforcement's possession.	In Progress	Aaron Sloan	ASAP
PC2015-04	Communicate as to exactly what figures the BIA would like to see on the Parking Stats Monthly Spreadsheets.	In Progress	Steve Podolsky & Aaron Sloan	Next Meeting
PC2015-04	Email Kelly Maloney to request a status update on the Downtown Revitalization Project at the April 30 th Board Meeting.	In Progress	Melissa Ford	ASAP

Outstanding Actions

Reference	Action Item	Status	Who	Due By



Lindsay Downtown Business Improvement Association

**REGULAR MEETING OF THE
PARKING/ADVOCACY COMMITTEE**

**Tuesday, May 12th, 2015
7:30am**

**The Grand Experience
177 Kent Street West, Lindsay**

Committee Members

Co-Chair Steve Podolsky	Co-Chair Steve Turner
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Voting Members
Jim Garbutt
Charlie McDonald
Tim White
Councillor Isaac Breadner
Councillor Pat Dunn
Councillor Gord James

City of Kawartha Lakes Liason
Aaron Sloan

MEETING #PC-2015-05

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 7:35am

In Attendance: Steve Podolsky, Jim Garbutt, Charlie McDonald, Councillor Isaac Breadner, Councillor Pat Dunn, Councillor Gord James

Recording Secretary: Melissa Ford

Late Arrivals: None

Early Departures: None

Guests: Brigitte Kay, Karen Ferguson (arrived 7:45am), Nicki Dedes (arrived 8:05am)

Regrets: Aaron Sloan

Absent: Steve Turner, Tim White

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Charlie McDonald **Seconded By:** Isaac Breadner

Resolved: That the agenda be adopted as circulated.

Carried PC2015-19

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Charlie McDonald **Seconded By:** Jim Garbutt

Resolved: That the minutes of the April 14th, 2015 be approved.

Carried PC2015-20

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS (PARKING)

5.1 DOWNTOWN PARKING

Charlie McDonald gave update to conversation with Mayor Andy Letham regarding the Black Belt Team's intention to submit their report to Council on May 26th. Mayor Letham agreed to a postponement so that the BIA may conduct their own studies. Options that do not cost the City money need to be looked at.

A draft petition created by Brigitte Kay was presented and the present members edited content. Updated petitions will be copied by Melissa Ford and distributed to committee members for circulation downtown and in the community. Petitions will be collected for compilation at the end of June.

6.0 REPORTS

None

7.0 NEXT MEETING

Tuesday, June 9th, 2015

7:30am

The Grand Experience (Upper Level)

177 Kent Street West

8.0 ADJOURNMENT

Moved By: Jim Garbutt

Seconded by: Charlie McDonald

Resolved: That the May 12th, 2015 meeting of the Parking Committee adjourn at 8:49am.

Carried PC2015-21

ACTION ITEMS ARISING FROM MEETING

New Actions

Reference	Action Item	Status	Who	Due By

Outstanding Actions

Reference	Action Item	Status	Who	Due By



Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE **PARKING/ADVOCACY COMMITTEE**

**Tuesday, June 9th, 2015
7:30am**

**The Grand Experience
177 Kent Street West, Lindsay**

Committee Members

Co-Chair
Steve Podolsky

Co-Chair
Steve Turner

Voting Members

Jim Garbutt

Charlie McDonald

Tim White

Councillor Isaac Breadner

Councillor Pat Dunn

Councillor Gord James

City of Kawartha Lakes Liason

Aaron Sloan

MEETING #PC-2015-06

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 7:40am

In Attendance: Steve Podolsky, Steve Turner, Jim Garbutt, Councillor Isaac Breadner, Councillor Pat Dunn

Recording Secretary: Melissa Ford

Late Arrivals: None

Early Departures: None

Guests: Karen Ferguson

Regrets: Charlie McDonald, Councillor Gord James

Absent: Tim White

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Isaac Breadner

Seconded By: Jim Garbutt

Resolved: That the agenda be adopted as circulated.

Carried PC2015-19

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Steve Turner

Seconded By: Isaac Breadner

Resolved: That the minutes of the May 12th, 2015 be approved.

Carried PC2015-20

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS (PARKING)

5.1 DOWNTOWN PARKING

Committee made edits to the circulated draft copy of the Parking Report to be submitted to Council for the June 23rd meeting, and drafted the final recommendation of the report.

6.0 REPORTS

None

7.0 NEXT MEETING

Tuesday, July 14th, 2015

7:30am

The Grand Experience (Upper Level)

177 Kent Street West

8.0 ADJOURNMENT

Moved By: Steve Turner

Seconded by: Jim Garbutt

Resolved: That the June 9th, 2015 meeting of the Parking Committee adjourn at 8:34am.

Carried PC2015-21



Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE **PARKING/ADVOCACY COMMITTEE**

**Tuesday, July 14th, 2015
7:30am**

**The Grand Experience
177 Kent Street West, Lindsay**

Committee Members

Co-Chair
Steve Podolsky

Co-Chair
Steve Turner

Voting Members

Jim Garbutt

Charlie McDonald

Tim White

Councillor Isaac Breadner

Councillor Pat Dunn

Councillor Gord James

City of Kawartha Lakes Liason

Aaron Sloan

MEETING #PC-2015-07

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 7:33am

In Attendance: Steve Podolsky, Steve Turner, Charlie McDonald, Jim Garbutt, Councillor Pat Dunn, Councillor Isaac Breadner, Aaron Sloan

Recording Secretary: Melissa Ford

Late Arrivals: None

Early Departures: Jim Garbutt (8:55am)

Guests: Brigitte Kay, Leona Byrne, Nicki Dedes (arrived 7:55am)

Regrets: None

Absent: Councillor Gord James, Tim White

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Isaac Breadner

Seconded By: Jim Garbutt

Resolved: That the agenda be adopted as circulated.

Carried PC2015-22

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Charlie McDonald

Seconded By: Steve Turner

Resolved: That the minutes of the June 9th, 2015 be approved.

Carried PC2015-23

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS (PARKING)

5.1 DOWNTOWN PARKING

Following the motion passed by Council on June 23rd *‘that staff be directed to develop a no-charge parking structure for downtown Lindsay in consultation with the Lindsay Business Improvement Area (BIA) members; and that staff provide a report outlining the new policy and potential implementation plan and any necessary by-law amendments by the end of September 2015’*, discussion was held on the specifics of implementing this motion in the areas of on-street versus parking lots, enforcement, time limits and fine structures, and what changes will be necessary to the current by-law.

Moved By: Steve Turner

Seconded By: Pat Dunn

Resolved: That free parking be implemented on all parking spaces both on-street and in parking lots in downtown Lindsay.

Carried PC2015-24

Moved By: Pat Dunn

Seconded By: Jim Garbutt

Resolved: That the following time limits be enforced on downtown parking spaces: 2 hours for on-street parking spaces, 12 hours for parking lot spaces.

Carried PC2015-25

Moved By: Pat Dunn

Seconded By: Isaac Breadner

Resolved: That the current \$5 fine for parking infractions be raised to \$15.

Carried PC2015-26

In preparation for the next meeting, to be held on Tuesday August 11th, Aaron Sloan will research options for enforcement, what tools are available and their costs, and the cost of current meter removal. Melissa Ford will contact comparable municipalities who offer free parking in their downtown for information regarding their time limits, fine structure, and parking options for downtown employees.

6.0 REPORTS

None

7.0 NEXT MEETING

Tuesday, August 11th, 2015

7:30am

The Grand Experience (Upper Level)

177 Kent Street West

8.0 ADJOURNMENT

Moved By: Charlie McDonald **Seconded by:** Pat Dunn

Resolved: That the June 9th, 2015 meeting of the Parking Committee adjourn at 9:00am.

Carried PC2015-27



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

AGENDA FOR THE REGULAR MEETING OF THE PARKING / ADVOCACY COMMITTEE

Thursday, August 11th, 2015
7:30am

Big Brothers Big Sisters Boardroom
117 Kent Street West, Lindsay

Committee Members

Co-Chair
Steve Podolsky

Co-Chair
Steve Turner

Voting Members

Jim Garbutt

Charlie McDonald

Tim White

Councillor Isaac Breadner

Councillor Pat Dunn

Councillor Gord James

City of Kawartha Lakes Liason

Aaron Sloan

MEETING #PC-2015-08

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 7:40am

In Attendance: Steve Podolsky, Steve Turner, Jim Garbutt, Charlie McDonald,
Councillor Isaac Breadner, Councillor Pat Dunn, Aaron Sloan

Recording Secretary: Melissa Ford

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: Councillor Gord James

Absent: Tim White

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Charlie McDonald **Seconded By:** Pat Dunn

Resolved: That the agenda be adopted as circulated.

Carried PC2015-28

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Steve Turner **Seconded By:** Charlie McDonald

Resolved: That the minutes of the July 14th, 2015 be approved.

Carried PC2015-29

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS (PARKING)

5.1 DOWNTOWN PARKING

Charlie McDonald gave an update on his meeting with Ron Taylor. It has been advised that the goal is to have the meters removed after Thanksgiving, before the first snowfall to ease in snow removal.

Aaron Sloan advised that the cost to remove the meters and fill the holes will be approximately \$100-\$150 and the \$38,000 in reserve for Downtown Parking will be erased to offset the cost. Poles will be sold for scrap. McKay meters have indicated that there may be value to the ornamental part of the meter, the mechanical piece may only be worth \$1 each. He has put in a RFQ for handheld scanners, no information received back at this time. Attempts to sell the existing Pay & Display meters are being made. As they are wired, they are complicated to remove and will be bagged until Hydro One can be present.

Upon completion of the updated By-Law, a recommendation is being made that terms of the by-law be reviewed every five years at a minimum.

The future of the Charity Meters and Courtesy Card programs was discussed. Courtesy Cards will be disbanded and the BIA will take responsibility for the future of the Charity Meters.

Melissa Ford gave update to conversations with other municipalities regarding their parking structures.

Aaron Sloan will be drafting options to present to Council regarding the specifics of the removal of paid parking and the BIA requests that these be shared with the committee prior to their presentation to Council.

City Staff are looking into a possible hybrid model of parking downtown that may include all or part of some lots being designated as permit parking.

The subject of signage was raised and will be discussed at future meetings.

An additional meeting is requested for Thursday, August 20th at 7:30am at The Grand. Ron Taylor will attend.

6.0 REPORTS

None

7.0 NEXT MEETING

Tuesday, September 8th, 2015

7:30am

The Grand Experience (Upper Level)

177 Kent Street West

8.0 ADJOURNMENT

Moved By: Pat Dunn

Seconded By: Charlie McDonald

Resolved: That the August 11th, 2015 meeting of the Parking Committee adjourn at 8:27am.

Carried PC2015-30



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE PARKING / ADVOCACY COMMITTEE

Thursday, September 8th, 2015
7:30am

Big Brothers Big Sisters Boardroom
117 Kent Street West, Lindsay

Committee Members

Co-Chair
Steve Podolsky

Co-Chair
Steve Turner

Voting Members

Jim Garbutt

Charlie McDonald

Tim White

Councillor Isaac Breadner

Councillor Pat Dunn

Councillor Gord James

City of Kawartha Lakes Liason

Aaron Sloan

MEETING #PC-2015-09

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 7:33am

In Attendance: Charlie McDonald, Jim Garbutt, Councillor Isaac Breadner,
Councillor Gord James, Aaron Sloan

Recording Secretary: Melissa Ford

Late Arrivals: Councillor Pat Dunn (7:55am)

Early Departures: Councillor Gord James (8:08am)

Guests: None

Regrets: Steve Podolsky

Absent: Steve Turner

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Jim Garbutt

Seconded By: Isaac Breadner

Resolved: That the agenda be adopted as circulated.

Carried PC2015-31

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Jim Garbutt

Seconded By: Isaac Breadner

Resolved: That the minutes of the August 11th, 2015 be approved, with the addition of the discussion on permit parking that was held.

Carried PC2015-32

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS (PARKING)

5.1 DOWNTOWN PARKING

The deputation presented to Council by Staff is aimed to take place at the September 22nd or October 6th meeting. Aaron Sloan has been requested to review the content of his draft with the committee. Aaron is looking at several options and presenting a hybrid parking model of free parking / paid parking / permit parking in various areas. Recommended items in the deputation by Aaron include the following:

- That a parking reserve be created for downtown
- That all parking fees & fines be updated as appropriate
- The agreed-upon proper wording for fines after 2 hours on street
- That an examination of the by-law required every 5 years at minimum
- Meter revenue that is generated from the sale or scrap be added to the asset
- Pay & Display machines be installed in lots for long-term parking

The Parking Committee stated for the record that they would not be in agreement with the last point. They will draft their full recommendation and submit to Aaron.

An additional parking meeting will be held on Tuesday, September 15th at 7:30am at The Grand.

6.0 REPORTS

None

7.0 NEXT MEETING

Special

Tuesday, September 15th, 2015

7:30am

The Grand Experience (Upper Level)

177 Kent Street West

Regular

Tuesday, October 13th, 2015

7:30am

The Grand Experience (Upper Level)

177 Kent Street West

8.0 ADJOURNMENT

Moved By: Pat Dunn

Seconded By: Isaac Breadner

Resolved: That the September 8th, 2015 meeting of the Parking Committee adjourn at 8:16am.

Carried PC2015-33



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE PARKING / ADVOCACY COMMITTEE

Thursday, October 13th, 2015
7:30am

The Grand Experience (Upper Level)
177 Kent Street West, Lindsay

Committee Members

Co-Chair
Steve Podolsky

Co-Chair
Steve Turner

Voting Members

Jim Garbutt

Charlie McDonald

Tim White

Councillor Isaac Breadner

Councillor Pat Dunn

Councillor Gord James

City of Kawartha Lakes Liason

Aaron Sloan

MEETING #PC-2015-10

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 7:39am

In Attendance: Steve Podolsky, Steve Turner, Charlie McDonald, Jim Garbutt,
Councillor Pat Dunn, Councillor Isaac Breadner, Aaron Sloan

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: Nicki Dedes (arrived 8:08am)

Regrets: None

Absent: Tim White, Councillor Gord James

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Pat Dunn

Seconded By: Steve Turner

Resolved: That the agenda be adopted as circulated.

Carried PC2015-34

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Charlie McDonald

Seconded By: Steve Turner

Resolved: That the minutes of the September 8th, 2015 be approved.

Carried PC2015-35

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS (PARKING)

5.1 DOWNTOWN PARKING

Aaron Sloan advised that quotes for removal of the meters are going out this week. It is anticipated that the meter bases will be removed and capped. Some pavers have been found and may be able to replace the holes. Meters will be removed throughout November, but will be disabled and mechanisms removed as of November 1st so that no coins can be put into them, and the complimentary parking commences on this date.

Discussion on the uses for the meters after removal was held. The 6 charity meters may be used for further fundraising. Other meters may be able to be made available for novelty purposes to businesses or citizens. Decorative bases are available for approximately \$30. Parts of the meters may be able to be retained for use in Bobcaygeon.

Allocation of the parking spaces was discussed. Options are being considered, between designating specific spaces in the lots to either 4 hour or 8 hour parking, or another option is to use all spaces for both – either 4 hour long term parking by default, unless a permit is displayed.

Discussion was held on the possibility of allocating long spaces in Lot 5 for trailers, etc near the Shell gas station.

Signage was discussed with City Staff and the BIA in agreement that adequate signage for the 2 hour and 4 hour parking will be required. Advertising will also be done in the newspaper and on social media, as well as in store windows.

5.2 SIGN BY-LAW AMENDMENTS

A brief discussion on sign by-law amendments for the downtown area were discussed, referencing the Downtown Revitalization project and the Streetscape & Façade Design and Heritage District Studies. The item will be placed on the October 29th Board Meeting Agenda.

6.0 REPORTS

None

7.0 NEXT MEETING

Tuesday, November 10th

7:30am

The Grand Experience (Upper Level)

177 Kent Street West

8.0 ADJOURNMENT

Moved By: Charlie McDonald

Seconded By: Jim Garbutt

Resolved: That the October 13th, 2015 meeting of the Parking Committee adjourn at 8:33am.

Carried PC2015-36



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE PARKING COMMITTEE

**Thursday, November 10th, 2015
7:30am**

**The Grand Experience (Upper Level)
177 Kent Street West, Lindsay**

Committee Members

Co-Chair
Steve Podolsky

Co-Chair
Steve Turner

Voting Members

Jim Garbutt

Charlie McDonald

Tim White

Councillor Isaac Breadner

Councillor Pat Dunn

Councillor Gord James

City of Kawartha Lakes Liason

Aaron Sloan

MEETING #PC-2015-11

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 7:35am

In Attendance: Steve Podolsky, Steve Turner, Jim Garbutt, Charlie McDonald, Councillor Pat Dunn, Aaron Sloan

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: Aaron Sloan (8:10am)

Guests: Nicki Dedes (arrived 8:20am)

Regrets: None

Absent: Councillor Isaac Breadner, Councillor Gord James, Tim White

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Pat Dunn

Seconded By: Steve Turner

Resolved: That the agenda be adopted as circulated.

Carried PC2015-36

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Steve Turner

Seconded By: Pat Dunn

Resolved: That the minutes of the October 13th, 2015 be approved.

Carried PC2015-37

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS (PARKING)

5.1 DOWNTOWN PARKING

Melissa McFarland outlined some feedback from downtown merchants and employees regarding the updated fees and fines structure. Majority of feedback concerned cost increase of staff permits required if working over 4 hours and parking in the lots, especially for part-time staff. Options for part-time staff were discussed, including day passes and pre-purchased booklets of day passes.

Discussions were held on areas used by City Staff workers, the cost of reserved parking for individual businesses and the ability for businesses to purchase permits on behalf of their staff members.

Free Parking sign for store windows was discussed and updated wording was agreed upon. Signs will be printed and distributed to all businesses before January time limits take effect.

6.0 REPORTS

None

7.0 NEXT MEETING

Tuesday, December 8th

7:30am

The Grand Experience (Upper Level)

177 Kent Street West

8.0 ADJOURNMENT

Moved By: Pat Dunn

Seconded By: Jim Garbutt

Resolved: That the November 10th, 2015 meeting of the Parking Committee adjourn at 8:36am.

Carried PC2015-38



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE PARKING COMMITTEE

**Thursday, December 8th, 2015
7:30am**

**The Grand Experience (Upper Level)
177 Kent Street West, Lindsay**

Committee Members

Co-Chair
Steve Podolsky

Co-Chair
Steve Turner

Voting Members

Jim Garbutt

Charlie McDonald

Tim White

Councillor Isaac Breadner

Councillor Pat Dunn

Councillor Gord James

City of Kawartha Lakes Liason

Aaron Sloan

MEETING #PC-2015-12

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 7:35am

In Attendance: Steve Podolsky, Charlie McDonald, Steve Turner, Councillor Pat Dunn, Aaron Sloan

Recording Secretary: Steve Podolsky

Late Arrivals: Jim Garbutt (7:40am)

Early Departures: None

Guests: Leona Byrne

Regrets: None

Absent: Councillor Gord James, Councillor Isaac Breadner, Tim White

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Charlie McDonald **Seconded By:** Steve Turner

Resolved: That the agenda be adopted as circulated.

Carried PC2015-39

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Steve Turner **Seconded By:** Pat Dunn

Resolved: That the minutes of November 10th, 2015 be approved.

Carried PC2015-40

3.0 DEPUTATIONS

3.1 LEONA BYRNE, OWNER OF GAUZE 2 GO

Request for reconsideration of the enforced time limits beginning January 2016.

Moved By: Jim Garbutt **Seconded By:** Pat Dunn

Resolved: That the above deputation be received.

Carried PC2015-41

4.0 CORRESPONDENCE

Received from Darlene Algire, Owner of Houghton Creek, regarding positive feedback and impact on sales from the free parking, and concerns regarding the cost of employee permits.

5.0 OTHER OR NEW BUSINESS (PARKING)

5.1 DOWNTOWN PARKING

Discussion of elements of the current parking model were discussed, including abuse of the free parking by downtown employees and feedback on the time limits when they are enforced in the new year.

Aaron Sloan informed the committee of the plan to provide \$3.00 daily permits to address the cost of monthly permits for employees who only work part-time.

Signage has been placed throughout the downtown. Handheld scanners are in the works and will likely be in place by the end of February. Other types of enforcement will be done in the meantime, beginning January 1st.

6.0 REPORTS

None

7.0 NEXT MEETING

Tuesday, January 12th, 2016

7:30am

The Grand (Upper Level)

177 Kent Street West

8.0 ADJOURNMENT

Moved By: Pat Dunn

Seconded By: Jim Garbutt

Resolved: That the December 8th, 2015 meeting of the Parking Committee is adjourned.

Carried PC2015-42



Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE **ADVOCACY COMMITTEE**

**Thursday, January 15th, 2015
8:00am**

**The Grand Experience, Upper Level
177 Kent Street West, Lindsay**

Committee Members

Chair

Charlie McDonald

Voting Members

Steve Podolsky

Jim Garbutt

Paul Orchard

Councillor Pat Dunn

Councillor Gord James

MEETING #AC-2015-01

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 8:07am

In Attendance: Charlie McDonald, Pat Dunn, Gord James, Jim Garbutt

Recording Secretary: Melissa Ford

Late Arrivals: None

Early Departures: None

Guests: Paul Orchard

Regrets: Steve Podolsky

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Pat Dunn

Seconded By: Jim Garbutt

Resolved: That the agenda be adopted as circulated.

Carried AC2015-01

2.2 DECLARATIONS OF PECUNIARY INTEREST

None

2.3 ADOPTION OF MINUTES

Moved By: Gord James

Seconded By: Jim Garbutt

Resolved: That the minutes of the October 30th, 2014 Advocacy Committee meeting be approved.

Carried AC2015-02

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 COMMITTEE STRUCTURE

Due to issues with this committee in 2014, such as achieving quorum and scheduling, a discussion of a new structure was conducted.

Moved By: Jim Garbutt

Seconded by: Charlie McDonald

Resolved: Advocacy Committee will recommend to the Board of Directors that the Advocacy agenda items be moved to the Parking Committee's agenda, as the vast majority of members sit on both committees, and there is overlap in many of the initiatives. **Carried AC2015-03**

All members present are confirmed as committee members, as well as Steve Podolsky who sent his verbal request along with his regrets.

5.2 COMMITTEE MEETING SCHEDULE FOR 2015

Pending Board approval, Advocacy Committee meetings will be held within the Parking Committee meeting, conducted on the second Tuesday of each month.

5.3 DISCUSSION OF 2015 INITIATIVES

As discussed in October 2014's meeting, the Advocacy Committee's agenda will be focused on the downtown sidewalks. In addition, the issues of associate membership, signage, standardized hours, and BIA boundaries will stay on the radar and be discussed when necessary.

Moved By: Jim Garbutt

Seconded by: Paul Orchard

Resolved: Advocacy Committee will recommend to the Board of Directors that a recommendation be made to the City to prioritize the revitalization of downtown sidewalks and walkways in the BIA area in 2015. **Carried AC2015-04**

6.0 REPORTS

None

7.0 NEXT MEETING

Pending Board Approval

Tuesday, February 10th, 2015

7:30am

The Grand Experience, Upper Level

177 Kent Street West

8.0 ADJOURNMENT

Moved By: Pat Dunn

Seconded by: Jim Garbutt

Resolved: That the January 15th, 2015 meeting of the Advocacy Committee adjourn at 8:43am.

Carried AC2015-05



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
ADVOCACY COMMITTEE

Thursday, November 10th, 2015
Following Parking Committee Meeting

The Grand Experience (Upper Level)
177 Kent Street West, Lindsay

Committee Members

Co-Chair
Steve Podolsky

Co-Chair
Steve Turner

Voting Members

Jim Garbutt

Charlie McDonald

Tim White

Councillor Isaac Breadner

Councillor Pat Dunn

Councillor Gord James

MEETING #PC-2015-02

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 8:37am

In Attendance: Steve Podolsky, Steve Turner, Jim Garbutt, Charlie McDonald,
Councillor Pat Dunn

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: Nicki Dedes

Regrets: None

Absent: Councillor Isaac Breadner, Councillor Gord James, Tim White

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Pat Dunn

Seconded By: Jim Garbutt

Resolved: That the agenda be adopted as circulated.

Carried PC2015-06

2.2 DECLARATIONS OF PECUNIARY INTEREST

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS (PARKING)

5.1 DOWNTOWN REVITALIZATION UPDATE

Streetscape and Façade Design presentation to Council will likely occur on December 8th. There is still discussion occurring on an extension being requested to OMAFRA. Council will be looking at the cost to support the recommendations made in the presentation. Funds may be available provincially or federally.

5.2 OTHER ITEMS

Discussion on issue of last winter with pipes freezing due to unusually cold winter. City offered compensation on water bills to residents but not businesses. If the same situation occurs this winter, anyone concerned is encouraged to contact their Ward Councillor.

6.0 REPORTS

None

7.0 NEXT MEETING

Tuesday, December 8th
Following Parking Committee Meeting
The Grand Experience (Upper Level)
177 Kent Street West

8.0 ADJOURNMENT

Moved By: Charlie McDonald **Seconded By:** Pat Dunn

Resolved: That the November 10th, 2015 meeting of the Advocacy Committee adjourn at 8:56am.

Carried PC2015-07



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
ADVOCACY COMMITTEE

Tuesday, December 8th, 2015
Following Parking Committee Meeting

The Grand Experience (Upper Level)
177 Kent Street West, Lindsay

Committee Members

Co-Chair

Steve Podolsky

Co-Chair

Steve Turner

Voting Members

Jim Garbutt

Charlie McDonald

Tim White

Councillor Isaac Breadner

Councillor Pat Dunn

Councillor Gord James

MEETING #AC-2015-03

1.0 CALL TO ORDER

Meeting Called to Order by the Chair:

In Attendance: Steve Podolsky, Charlie McDonald, Steve Turner, Jim Garbutt,
Councillor Pat Dunn

Recording Secretary: Steve Podolsky

Late Arrivals: None

Early Departures: Aaron Sloan

Guests: Aaron Sloan, Manager of By-Law Enforcement

Regrets: None

Absent: Councillor Gord James, Councillor Isaac Breadner, Tim White

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Charlie McDonald **Seconded By:** Jim Garbutt

Resolved: That the agenda be adopted as circulated.

Carried PC2015-08

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Charlie McDonald **Seconded By:** Jim Garbutt

Resolved: That the minutes of the November 10th, 2015 be approved.

Carried PC2015-09

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 OTHER ITEMS

Pigeons – an issue east of York Street. Steve Podolsky will address the issue in front of his building. Information will be given to Melissa McFarland to post the question to the ‘Member Needs Assistance’ area of the OBIAA website for feedback from other municipalities.

HST Account – Steve Podolsky sent email to Carolyn Daynes on November 26th for more information and has not yet received a response.

Liquidation Sales – According to Peter Craig at LAS, they have been compliant based on the wording, which may be need to be tweaked. A planner may need to be hired to do proper wording with the new by-law.

Frozen Pipes – commercial properties were not entitled to compensation as residential properties were in 2015. This issue will be further addressed on a case-by-case basis. Jim Garbutt to follow up with Dave Kerr.

Downtown Cameras – may be a detriment to crime and vandalism. Melissa McFarland to do further research.

Downtown Revitalization – Kelly Maloney has submitted an application for extension.

6.0 REPORTS

None

7.0 NEXT MEETING

TBA

8.0 ADJOURNMENT

Moved By: Jim Garbutt

Seconded By: Pat Dunn

Resolved: That the December 8th, 2015 meeting of the Advocacy Committee be adjourned.

Carried PC2015-10