



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
BOARD OF DIRECTORS

Thursday, January 25, 2018
7:30am

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

Board Members

Vice Chair
Steve Podolsky

Chair
Charlie McDonald

Treasurer
Jillian Trider

Voting Members

Jim Garbutt, Ali Marqui
Mark Ridout, Tim White

City Councillors

Isaac Breadner, Pat Dunn, Gord James

KLPS Liason
Inspector Mark Mitchell

CKL Staff Liason
Leisha Newton

MEETING #RBM-2018-01

1.0 CALL TO ORDER

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

In Attendance: Steve Podolsky, Charlie McDonald, Jillian Trider, Jim Garbutt, Ali Marqui, Mark Ridout, Tim White, Councillor Isaac Breadner, Councillor Pat Dunn, Councillor Gord James, Bob Minhas, Inspector Mark Mitchell

Recording Secretary: Tana Torch

Late Arrivals: None

Early Departures: None

Guests: Bob Minhas

Regrets: Jillian Trider

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Steve Podolsky **Seconded By:** Mark Ridout

Resolved: That the agenda be adopted as amended.

Carried RBM2018-01

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Mark Ridout **Seconded By:** Tim White

Resolved: That the minutes of the November 30, 2017 Board of Directors Meeting be approved.

Carried RBM2018-02

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

4.1 The Promoter published an article from a concerned citizen about the challenges of Downtown Parking.

5.0 OTHER OR NEW BUSINESS

5.1 Update on Constitution was provided. Deferred to next meeting.

Tana N. Torch has accepted a new position with the City of Kawartha Lakes. She will be available at the BIA offices on Tuesdays and Thursdays. She will continue to provide services on

all other days. Tana's last day at the BIA will be June 16th, 2018. Charlie McDonald and Steve Podolsky will take on additional duties should be required.

Nominations for the Board of Directors:

Moved By: Charlie McDonald

Seconded By: Steve Podolsky

Resolved: That Tim White sit on the Board of Directors as a voting member.

Carried RBM2018-03

Moved By: Steve Podolsky

Seconded By: Tim White

Resolved: That Mark Ridout sit on the Board of Directors as a voting member.

Carried RBM2018-04

Moved By: Steve Podolsky

Seconded By: Tim White

Resolved: That Jim Garbutt sit on the Board of Directors as a voting member.

Carried RBM2018-04

Moved By: Jim Garbutt

Seconded By: Mark Ridout

Resolved: That Ali Marqui sit on the Board of Directors as a voting member.

Carried RBM2018-05

6.0 LIASON UPDATES

6.1 POLICE

Discussion was held regarding various crimes that have been committed downtown.

The individuals who broke into Nisbett's Clothiers have been apprehended.

Lindsay has been chosen to be one of the first towns to open a marijuana dispensary. There are currently a number of field officers being trained to deal with the new legalization of marijuana.

6.2 STAFF

Introduction of Leisha Newton was given by Bob Minhas. Leisha will be our new CKL Liaison.

Discussion held regarding the new Dreams program that helps expand existing businesses, start-up a new business within the City of Kawartha Lakes. There will be one winner per downtown. Leisha Newton will be visiting each downtown store to explain the program.

The Level Up Event didn't go as well as planned. Business owners have been contacted again and they have indicated that a greater need for Networking is required through facial recognition and communication. The next Level up series will encompass this new information.

There is a monthly newsletter that is put together. Content is due the second Monday of every month.

6.3 COUNCIL

None.

7.0 REPORTS

7.1 TREASURER

Moved By: Tim White

Seconded By: Steve Podolsky

Resolved: That the November Treasurer's Report be accepted.

Carried RBM2018-06

Moved By: Tim White

Seconded By: Steve Podolsky

Resolved: That the December Treasurer's Report be accepted.

Carried RBM2018-07

7.2 MARKETING

Moved By: Ali Marqui

Seconded By: Mark Ridout

Resolved: That the Minutes of the November 7th 2017 Meeting be accepted.

Carried RBM2018-08

Moved By: Ali Marqui

Seconded By: Mark Ridout

Resolved: That the Minutes of the December 5th, 2017 Meeting be accepted.

Carried RBM2018-09

Moved By: Ali Marqui

Seconded By: Mark Ridout

Resolved: That the Minutes of the January 9th, 2018 Meeting be accepted.

Carried RBM2018-10

7.3 BEAUTIFICATION

Moved By: Mark Ridout

Seconded By: Tim White

Resolved: That the Minutes of the November 2, 2017 Meeting be accepted.

Carried RBM2018-11

Moved By: Mark Ridout

Seconded By: Tim White

Resolved: AMEND discussion minutes to reflect that an RFP will be sent to local businesses to obtain quotes for winter banner designs.

Carried RBM2018-12

Moved By: Mark Ridout

Seconded By: Ali Marqui

Resolved: AMEND discussion minutes to reflect that an RFP will be sent to local businesses to obtain quotes for winter banner production.

Carried RBM2018-13

Moved By: Steve Podolsky

Seconded By: Mark Ridout

Resolved: That the Minutes of the January 11th Meeting be accepted.

Carried RBM2018-14

Moved By: Steve Podolsky

Seconded By: Jim Garbutt

Resolved: Recommendation to the Board of Directors to have a separate RFP for winter and summer greenery.

Carried BC2018-03

Moved By: Mark Ridout

Seconded By: Tim White

Resolved: That recommendation BC2018-03 (noted above) be passed and sent out to local greenhouses.

Carried RBM2018-15

7.4 PARKING

Moved By: Tim White

Seconded By: Jim Garbutt

Resolved: That the Minutes of the November 21st, 2017 Meeting be accepted.

Carried RBM2018-16

Moved By: Steve Podolsky

Seconded By: Jim Garbutt

Resolved: That the Minutes of the January 9th, 2018 Meeting be accepted.

Carried RBM2018-17

Moved By: Tim White

Seconded By: Ali Marqui

Resolved: Recommendation to hire an individual for Parking Enforcement within the Downtown BIA catchment area, and to create a job description, post job description and interview a mobile enforcement officer.

Carried PC2018-03

Moved By: Mark Ridout

Seconded By: Tim White

Resolved: That recommendation PC2018-03 (noted above) be passed.

Carried RBM2018-18

7.5 Advocacy

Moved By: Tim White

Seconded By: Ali Marqui

Resolved: That the Minutes of the November 21st, 2017 Meeting be accepted.

Carried RBM2017-19

Moved By: Tim White

Seconded By: Ali Marqui

Resolved: That the Minutes of the January 9th, 2018 Meeting be accepted.

Carried RBM2017-19

7.6 GENERAL MANAGER

An update on activities conducted in December and January was given.

8.0 NEXT MEETING

Regular Board Meeting

Thursday, March 22, 2018

7:30am

KLPS Community Room, 6 Victoria Avenue North, Lindsay

9.0 ADJOURNMENT

Moved By: Tim White

Seconded By: Mark Ridout

Resolved: That the Board of Directors adjourns its Regular Meeting of January 25th at 8:38am

Carried RBM2018-20



LINDSAY DOWNTOWN

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Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE BOARD OF DIRECTORS

Thursday, March 29, 2018

7:30am

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

Board Members

Vice Chair
Steve Podolsky

Chair
Charlie McDonald

Treasurer

Voting Members

Jim Garbutt, Ali Marqui
Mark Ridout, Tim White

City Councillors

Isaac Breadner, Pat Dunn, Gord James

KLPS Liason
Inspector Mark Mitchell

CKL Staff Liason
Leisha Newton

MEETING #RBM-2018-02

1.0 CALL TO ORDER

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

In Attendance: Steve Podolsky, Charlie McDonald, Jim Garbutt, Mark Ridout, Tim White, Councillor Pat Dunn, Councillor Gord James, Inspector Mark Mitchell, Leisha Newton.

Recording Secretary: Tana Torch

Late Arrivals: None

Early Departures: Isaac Breadner (8:00am)

Guests: Lance Nachoff (Nexicom), Anna Kalnia (CKL), Leah Barrie (CKL) and Denise Williams (CKL)

Regrets: None

Absent: Ali Marqui

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Tim White

Seconded By: Steve Podolsky

Resolved: That the agenda be adopted as amended.

Carried RBM2018-21

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Isaac Breadner

Seconded By: Mark Ridout

Resolved: That the minutes of the January 25, 2018 Board of Directors Meeting be approved.

Carried RBM2018-22

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

4.1 SANDRA FALCONER – Application for Nomination for the Board of Directors

Moved By: Pat Dunn

Seconded By: Gord James

Resolved: That Sandra Falconer sit on the Board of Directors as a voting member.

Carried RBM2018-23

4.2 ROAD HOCKEY TOURNAMENT – Read for information

Scott Wood has been contacted to pick up garbage throughout the day. The BIA will be donating these services to the Road Hockey Tournament to help raise money.

- 4.3 DEBRA SOULE – HERITAGE CONSERVATION GUIDELINES STEWARDSHIP GUIDELINES
Official meeting for these guidelines were presented at the Olympia Restaurant on March 22, 2018.

5.0 CHAIR/VICE CHAIR UPDATE

5.1 SECRETARY/TREASURER

Moved By: Mark Ridout

Seconded By: Isaac Breadner

Resolved: That Sandra Falconer be contacted and asked to consider accepting the role as the Secretary/Treasurer.

Carried RBM2018-24

5.2 COMMITTEES

All Board Members need to sit on at least one (1) sub-committee. Currently there is a Board Member vacancy on the Marketing Committee.

Mark Ridout volunteered to sit on the Marketing Committee as the Board of Directors representative.

5.3 ATTENDANCE

All Board Members are requested to send in their regrets should they not be able to attend the meeting. Failing to do so, can result in being removed from the Board.

5.4 OTHER

None.

6.0 OTHER OR NEW BUSINESS

6.1 CONSTITUTION

All further amendments are to be sent in no later than April 17, 2018 at 4:30pm.

6.2 INCREASE LEVY

Moved By: Tim White

Seconded By: Jim Garbutt

Resolved: To increase the Lindsay Downtown BIA Levy on an annual basis in accordance with the annual CPI.

Carried RBM2018-25

7.0 LIASON UPDATES

7.1 POLICE

Congratulations to Inspector Mark Mitchell on becoming the new Chief of Police.

7.2 STAFF

Update was provided by Leshia Newton, City of Kawartha Lakes – Economic Development Department about Downtown Revitalization. The next working group meeting will be held on May 11, 2018 from 9:00am – 11:00am in the Economic Development Board Room and the next meeting for the Committee of Council will be on April 25, 2018 at the Senior Centre from 5:00pm – 7:00pm.

Update was provided by Leah Barrie, City of Kawartha Lakes - Planning Department about the Community Improvement Plan/Secondary Plan that is currently being implemented, as well as a new program that is going to be rolled out that will make one (1) million dollars available to business owners in the form of loans for community projects within the City of Kawartha Lakes.

7.3 COUNCIL

None.

8.0 REPORTS

8.1 TREASURER

Moved By: Tim White

Seconded By: Mark Ridout

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

Carried RBM2018-26

Moved By: Tim White

Seconded By: Mark Ridout

Resolved: That the February's Treasurer's Report be accepted.

Carried RBM2018-27

8.2 MARKETING

Moved By: Tim White

Seconded By: Pat Dunn

Resolved: That the Minutes of the February 9, 2018 Meeting be accepted.

Carried RBM2018-28

Moved By: Tim White

Seconded By: Pat Dunn

Resolved: That the Minutes of the March 6, 2018 Meeting be accepted.

Carried RBM2018-29

8.3 BEAUTIFICATION

Moved By: Pat Dunn

Seconded By: Tim White

Resolved: That the Minutes of the February 20, 2018 Meeting be accepted.

Carried RBM2018-30

8.4 PARKING

Moved By: Tim White

Seconded By: Gord James

Resolved: That the Minutes of the February 13, 2018 Meeting be accepted.

Carried RBM2018-31

Moved By: Tim White

Seconded By: Gord James

Resolved: That the Minutes of the March 13, 2018 Meeting be accepted.

Carried RBM2018-32

Moved By: Gord James

Seconded By: Pat Dunn

Resolved: Recommendation to hire Wayne English as the Mobile Enforcement Office for the Lindsay Downtown BIA.

Carried RBM2018-33

8.5 Advocacy

Moved By: Tim White

Seconded By: Pat Dunn

Resolved: That the Minutes of the March 13, 2018 Meeting be accepted.

Carried RBM2017-34

8.6 GENERAL MANAGER

An update on activities conducted in February and March was given.

9.0 NEXT MEETING

Regular Board Meeting

Thursday, April 26, 2018

7:30am

KLPS Community Room, 6 Victoria Avenue North, Lindsay

10.0 ADJOURNMENT

Moved By: Pat Dunn

Seconded By: Steve Podolsky

Resolved: That the Board of Directors adjourns its Regular Meeting of March 29, 2018 at 8:27am.

Carried RBM2018-35



LINDSAY DOWNTOWN

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Lindsay Downtown Business Improvement Association

MINUTES FOR THE REGULAR MEETING OF THE BOARD OF DIRECTORS

Thursday, April 26, 2018

7:30am

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

Board Members

Vice Chair
Steve Podolsky

Chair
Charlie McDonald

Treasurer
TBD

Voting Members

Jim Garbutt, Ali Marqui
Mark Ridout, Tim White

City Councillors

Isaac Breadner, Pat Dunn, Gord James

KLPS Liason
Inspector Mark Mitchell

CKL Staff Liason
Leisha Newton

MEETING #RBM-2018-04

1.0 CALL TO ORDER

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

In Attendance: Steve Podolsky, Charlie McDonald, Sandra Falcomer, Jim Garbutt, Mark Ridout, Tim White, Councillor Issaac Breadner, Councillor Pat Dunn, Councillor Gord James, Inspector Mark Mitchell, Leisha Newton

Recording Secretary: Steve Podolsky

Late Arrivals: None

Early Departures: None

Guests: Lance Nachoff of NEXICOM

Regrets: None

Absent: Ali Marqui

2.0 ADMINISTRATIVE BUSINESS

AMENDED AGENDA

Moved By: Isaac Breadner

Seconded By: Pat Dunn

Resolved: That 5.0 Chair/Vice Chair of Update be moved into 8.7 under Reports

Carried RBM2018-36

2.1 ADOPTION OF AGENDA

Moved By: Mark Ridout

Seconded By: Pat Dunn

Resolved: That the agenda be adopted as amended.

Carried RBM2018-37

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES (Meeting of April 2018)

Motion to accept April Minutes - Deferred

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 CHAIR/VICE CHAIR UPDATE

None

6.0 OTHER OR NEW BUSINESS

- 6.1 CONSTITUTION
- 6.2 MEETING ATTENDANCE

- Email from Ail Marqui Re: Board Meeting
 - Will no longer be serving on the Board of Directors

7.0 LIASON UPDATES

- 7.1 POLICE

- Break and enters getting cleaned up through DNA testing
- Let police know of any assistance with events coming up
- Marijuana Retail Outlet, location still to be determined

- 7.2 STAFF

- Kent St. Construction: May 17th
 - To be sent to membership once the time/place/date is known
 - Corby Purdy Project Manager
- Engineering/ Economic Development: Parking study for Lindsay, Bobcaygeon & Fenelon Falls going to be done at a cost of \$100,000, to be completed by Q1 and Q2 next year.
- Tourism: Short term rental survey
 - information May 3rd at Victoria Room
- Trent Severn Waterway Trail Town launch, May 2nd info session in Bobcaygeon

- 7.3 COUNCIL

- By-Law passed approving Wayne English on the 24th for parking

8.0 REPORTS

- 8.1 TREASURER

- Motion to accept March 2018 Treasurer's Report - Deferred

- 8.2 MARKETING

- Motion to accept Minutes of April 3rd, 2018 Meeting – Deferred

8.3 BEAUTIFICATION

- Motion to accept Minutes of April 5th, 2018 Meeting –Deferred

Moved By: Mark Ridout

Seconded By: Pat Dunn

Resolved: Remove gates/guards – mulch when new trees go in and store hardware at St. David
Carried RBM2018-38

8.4 PARKING

- Motion to accept Minutes of April 10th , 2018 Meeting – Deferred

Charlie and Steve meeting with Aaron Sloan

Re: BIA Contract for parking with city

In lieu parking – A motion was made at the Downtown Revitalization Committee meeting wanting to eliminate cash-in-lieu until a new policy can be created.

Moved By: Sandra Falcomer

Seconded By: Pat Dunn

Resolved: To accept verbally all reports.

Carried RBM2018-39

8.5 ADVOCACY

- Motion to accept Minutes from April 10th , 2018 Meeting - Deferred

8.6 GENERAL MANAGER – Deferred

8.7 General Manager Resignation

9.0 NEXT MEETING

Regular Board Meeting

Thursday, May 31, 2018

7:30am

KLPS Community Room, 6 Victoria Avenue North, Lindsay

9.0 ADJOURNMENT

Moved By: Pat Dunn

Seconded By: Jim Garbutt

Resolved: That the Board of Directors adjourns its Regular meeting of April 25, 2018

Carried RBM2018-40



LINDSAY DOWNTOWN

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Lindsay Downtown Business Improvement Association

MINUTES FOR THE REGULAR MEETING OF THE BOARD OF DIRECTORS

Thursday, May 31, 2018

7:30am

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

Board Members

Vice Chair
Steve Podolsky

Chair
Charlie McDonald

Treasurer
Sandra Falcomer

Voting Members

Jim Garbutt
Mark Ridout, Tim White

City Councillors

Isaac Breadner, Pat Dunn, Gord James

KLPS Liason
Inspector Mark Mitchell

CKL Staff Liason
Leisha Newton

MEETING #RBM-2018-05

1.0 CALL TO ORDER

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

In Attendance: Steve Podolsky, Charlie McDonald, Sandra Falconer, Jim Garbutt, Mark Ridout, Tim White, Councillor Isaac Breadner, Councillor Pat Dunn, Councillor Gord James, Inspector Mark Mitchell, Leisha Newton

Recording Secretary: Rachel Thorn

Late Arrivals: None

Early Departures: None

Guests: Lance Nachoff of NEXICOM

Regrets: None

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Sandra Falconer **Seconded By:** Tim White

Resolved: That the agenda be adopted as circulated.

Carried RBM2018-41

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES (Meeting of April 26, 2018)

Moved By: Mark Ridout **Seconded By:** Isaac Breadner

Resolved: To accept minutes as written.

Carried RBM2018-42

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

-Board member letter of resignation

-Ali Marqui has resigned as a board member due to other commitments via email to the chair.

5.0 CHAIR/VICE CHAIR UPDATE

-Summer student, Rachel Thorn joined a week ago to help with the summer events. Melissa will be back in June.

-Sunday Wards Ball Hockey Tournament on Kent Street supporting Mental Health

-Downtown Revitalization meeting tonight the location was moved to the Academy Theatre due to the overwhelming number of public interest from 5:30 – 8:30pm.

-Possible dig-in not until 2021, as this presentation was for the Public to have their opinions/comments heard.

-Concept stage only

-Ideas from groups such as the BIA, Chamber, Downtown Revitalization, Heritage Committees, at 4:00pm to see plans before the public.

6.0 OTHER OR NEW BUSINESS

6.1 CONSTITUTION

- No voting on the constitution as of yet, but changes have been made. Possible July or August for voting on the constitution.
- Reasonable notice will be given for board member to review the constitution.

6.2 MEETING ATTENDANCE

- Charlie McDonald mentions that meeting attendance is important for the board to function.

7.0 LIAISON UPDATES

7.1 POLICE

- Not a lot to report on the Downtown
- Transition of staff as Mark Mitchell becomes the new police chief. A change of command will happen on August 30.
- July 8 is the Classics on Kent as the Police would like to be informed and if they can help.

7.2 STAFF

- Downtown Dream Business showcase is on Wednesday, June 6th from 5-7pm at the Academy theatre. Everyone is welcome.
- Engineering meeting with Edward Hilton and representative from Coboconk, Fenelon Falls, Lindsay, and Omemee, with councillors from around the city
- CIP Document: Loans for building owners to improve buildings
 - Goes to Planning this week and will be made public on July 4 at 1pm at the Council Chambers, as they are hoping for an August approval
- Concerns were risen about the Downtown Revitalization construction and how it would affect the business and residents. A few ideas were suggested:
 - Liaison for the community to communicate between the contractor, business, and residents
 - Getting proper insurance during the construction due to the old buildings on Kent
 - OBIA, asking for financial help during the construction
 - Speak to other cities that have been through the same ordeal i.e. Millbrook

7.3 COUNCIL

- The Grand Development to move ahead
- Approved water and waste water
- Communication between the council and the parking committee is lacking
 - Mayor suggested that "the parking problem is due to the meters being removed Downtown"
 - Worked on Free parking for the public through the parking committee and city
- BIA Took over parking enforcement, disconnect between Mayor and parking committee

-Parking study, 2-year project to be presented to city by the BIA as to spots and utilization of Downtown

-Suggested to make a respond to the Mayors comments on parking through press release

-Wayne English; Parking Enforcement Officer has been well received by the business.

-Can Wayne ticket a vehicle again in the morning if the car hasn't moved all night?

-Will need to find out

-Looking into hiring another parking enforcement officer for summer next year

8.0 REPORTS

8.1 TREASURER

- Motion to accept April 2018 Treasurer's Report - Deferred

8.2 MARKETING

- Motion to accept Minutes of April 3rd, 2018 Meeting – Deferred

8.3 BEAUTIFICATION

- Motion to accept Minutes of April 5th, 2018 Meeting –Deferred

8.4 PARKING

- Motion to accept Minutes of April 10th , 2018 Meeting - Deferred

8.5 ADVOCACY

- Motion to accept Minutes from April 10th , 2018 Meeting - Deferred

8.6 GENERAL MANAGER - Deferred

9.0 NEXT MEETING

Regular Board Meeting

Thursday, June 28, 2018

7:30am

KLPS Community Room, 6 Victoria Avenue North, Lindsay

9.0 ADJOURNMENT

Moved By: Isaac Breadner

Seconded By: Pat Dunn

Resolved: That the Board of Directors adjourns its Regular meeting of May 31, 2018

Carried RBM2018-43



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

MINUTES FOR THE REGULAR MEETING OF THE BOARD OF DIRECTORS

Thursday, June 27th, 2018

7:30am

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

Board Members

Vice Chair
Steve Podolsky

Chair
Charlie McDonald

Treasurer
Sandra Falconer

Voting Members

Jim Garbutt
Mark Ridout, Tim White

City Councillors

Isaac Breadner, Pat Dunn, Gord James

KLPS Liason
Chief Mark Mitchell

CKL Staff Liason
Leisha Newton

MEETING #RBM-2018-06

1.0 CALL TO ORDER

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

In Attendance: Charlie McDonald, Steve Podolsky, Mark Ridout, Tim White, Councillor Isaac Breadner, Councillor Pat Dunn, Councillor Gord James, Chief Mark Mitchell, Leisha Newton

Recording Secretary: Melissa McFarland

Late Arrivals: Jim Garbutt (7:32am)

Early Departures: None

Guests: Lance Nachoff

Regrets: None

Absent: Sandra Falconer

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Mark Ridout

Seconded By: Tim White

Resolved: That the agenda be adopted as circulated.

Carried RBM2018-44

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Isaac Breadner

Seconded By: Mark Ridout

Resolved: That the minutes of the May 31st, 2018 Board of Directors Meeting be approved.

Carried RBM2018-45

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 CLASSICS ON KENT UPDATE

The event, scheduled for Sunday, July 8th is on track. The committee has been hard at work and we are on our way to a successful day.

5.2 DOWNTOWN RECONSTRUCTION PROJECT – REVIEW

A meeting was held on June 15th in order to gather feedback from the presentation given by Engineering and the consultants on May 31st. A package is being compiled from that meeting, and additions are welcome, with a deadline of Tuesday of next week. Councillor Breadner brought forward the suggestion that the eventual intention would be to have the BIA boundary coincide with the reconstruction area. Leshia Newton suggested that the BIA make their wishes for decorative items known in advance so that it can be included with the initial budget when it is brought to Council for approval, using the Streetscape and Façade Design Guidelines as a reference. Jim Garbutt suggested that the gas meters be addressed, as the existing ones are a trip hazard, and that the lines of communication stay open between those responsible for the reconstruction and those responsible for the parking study, as the potential construction of a transit terminal would logically coincide with the reconstruction. The above comments will be compiled and submitted in addition to the comments received from the meeting and other sources.

5.3 OTHER ITEMS

Jim Garbutt suggested that an ‘other items’ section be added to each agenda for last minute items that may come up prior to the meeting, after the agenda has been sent. This item was added to these current minutes and will be added to all agendas in the future. Chair Charlie McDonald reminded Board members that they are welcome to let Melissa McFarland or himself know if they have items to be formally added to the agenda each month.

Jim Garbutt suggested that all downtown businesses be made aware of the survey circulating regarding the relocation of the Transit Hub from William Street South, to Victoria Avenue South. Melissa McFarland will circulate to the membership.

Jim Garbutt made Board members aware of the new privately run ‘shopping bus’, connecting rural communities with Lindsay.

Jim Garbutt made Board members aware of the first annual ‘Heritage Awards’ this fall. Melissa McFarland will circulate the information and nomination forms to the membership.

Lance Nachoff made Board members aware that Nexicom is hiring a customer service representative and is hoping to hire locally.

6.0 LIASON UPDATES

6.1 POLICE

Chief Mark Mitchell gave an update on behalf of the Kawartha Lakes Police Service. Marijuana legalization has been postponed until October 17th.

The KLPS had representatives downtown during the Kids Road Hockey Tournament on May 27th and the event was a big success. They will have foot patrol during Classics on Kent on Sunday, July 8th as well.

Moved By: Isaac Breadner **Seconded By:** Mark Ridout
Resolved: That the Marketing Committee Minutes of June 5th, 2018 be approved.

Carried RBM2018-52

Moved By: Isaac Breadner **Seconded By:** Mark Ridout
Resolved: That the Marketing Committee Minutes of June 21st, 2018 be approved.

Carried RBM2018-53

7.3 BEAUTIFICATION

Moved By: Pat Dunn **Seconded By:** Isaac Breadner
Resolved: That the Beautification Committee Minutes of April 5th, 2018 be approved.

Carried RBM2018-54

Moved By: Pat Dunn **Seconded By:** Isaac Breadner
Resolved: That the Beautification Committee Minutes of May 3rd, 2018 be approved.

Carried RBM2018-55

Moved By: Pat Dunn **Seconded By:** Isaac Breadner
Resolved: That the Beautification Committee Minutes of June 7th, 2018 be approved.

Carried RBM2018-56

7.4 PARKING

Moved By: Pat Dunn **Seconded By:** Isaac Breadner
Resolved: That the Parking Committee Minutes of April 10th, 2018 be approved.

Carried RBM2018-57

Moved By: Pat Dunn **Seconded By:** Isaac Breadner
Resolved: That the Parking Committee Minutes of June 12th, 2018 be approved.

Carried RBM2018-58

7.5 ADVOCACY

Moved By: Mark Ridout **Seconded By:** Gord James
Resolved: That the Advocacy Committee Minutes of April 10th, 2018 be approved.

Carried RBM2018-59

7.6 CHAIR/VICE-CHAIR UPDATE

Welcome back to Melissa McFarland, from her maternity leave, in the role of General Manager. With Rachel Thorn in the summer Marketing & Events Coordinator, and Wayne English as Community Liason, the staffing situation is good.

The updated Constitution has been placed on hold for the last couple of months, but will be reviewed by Melissa McFarland and sent out in the July agenda package. Please come to the July meeting with final comments, which will be voted on at that meeting. Amendments will be made in August, and the final draft will be approved at the August meeting. This will be the absolute final deadline.

7.7 GENERAL MANAGER UPDATE

Melissa McFarland returned to the General Manager position on Monday, June 25th. The first few days were spent on the financials, which are complete, and is beginning to put the office back into order. She asks that Board members please feel free to make her aware of initiatives that she may not be aware of, and to bear with her during the initial transition. Upcoming events for the BIA include Classics on Kent on July 8th, and the Marketing Committees 'Fun Four Hours', an after hours shopping event with family entertainment. This will take place on Friday, July 27th, from 6:00pm-10:00pm.

Board of Directors Elections will take place in November, in conjunction with the Municipal Elections. Further discussion will be held at future meetings.

9.0 NEXT MEETING

Regular Board Meeting
Thursday, July 26th
7:30am
KLPS Community Room, 6 Victoria Avenue North

9.0 ADJOURNMENT

Moved By: Isaac Breadner

Seconded By: Jim Garbutt

Resolved: That the Board of Directors adjourns its Regular meeting of June 28th, 2018 at 8:12am.

Carried RBM2018-60



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

MINUTES FOR THE REGULAR MEETING OF THE BOARD OF DIRECTORS

**Thursday, July 26th, 2018
7:30am**

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

Board Members

Vice Chair
Steve Podolsky

Chair
Charlie McDonald

Treasurer
Sandra Falconer

Voting Members

Jim Garbutt
Mark Ridout, Tim White

City Councillors

Isaac Breadner, Pat Dunn, Gord James

KLPS Liason
Chief Mark Mitchell

CKL Staff Liason
Leisha Newton

MEETING #RBM-2018-07

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 7:37am

In Attendance: Charlie McDonald, Sandra Falconer, Jim Garbutt, Councillor Isaac Breadner, Councillor Pat Dunn, Councillor Gord James, Leisha Newton

Recording Secretary: Melissa McFarland

Late Arrivals: Inspector Will Herbert (representing Chief Mark Mitchell)

Early Departures: Councillor Isaac Breadner (8:45am)

Guests: Lance Nachoff

Regrets: Steve Podolsky, Tim White, Chief Mark Mitchell

Absent: Mark Ridout

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Sandra Falconer **Seconded By:** Jim Garbutt

Resolved: That the agenda be adopted as circulated.

Carried RBM2018-61

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Pat Dunn **Seconded By:** Isaac Breadner

Resolved: That the Minutes of the June 28th, 2018 Board of Directors Meeting be approved.

Carried RBM2018-62

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 CONSTITUTION REVIEW

Melissa McFarland gave an overview of the challenges she has encountered with updates to the Constitution and conflicts with the By-Law. Rebecca Mustard, Manager of Economic Development returns to the City on August 23rd, and is likely the best person to help guide through the process to ensure that the correct steps are being followed.

Moved By: Jim Garbutt

Seconded By: Pat Dunn

Resolved: That the matter of the updating of the BIA Constitution and subsequent changes to the By-Law be tabled until the October meeting at a minimum, to allow time for the correct processes to be investigated and presented to the Board and Membership this fall. Official approval will be conducted at January's AGM, with content to be added to include the BIA's role in By-Law Enforcement and staffing the Community Liason position.

Carried RBM2018-63

5.2 OTHER ITEMS

None

6.0 LIASON UPDATES

6.1 POLICE

Inspector Will Herbert attended on behalf of Chief Mitchell. He reminded the Board of the Change of Command Ceremony on August 30th. Discussion was had about vandalism and mischief in the downtown, and Inspector Herbert reiterated the value of using the Online Reporting System. Melissa McFarland will send a reminder to the membership to use this tool to report issues.

6.2 STAFF

Leisha Newton gave an update on behalf of Economic Development. The Fenelon Falls Heritage Conservation District sign has been completed and will be put up at the entrance to Oak Street. This design is likely similar to what Lindsay can expect. Debra Soule, Arts, Culture & Heritage Officer will come to a committee meeting to discuss.

Discussion was held regarding the Downtown Reconstruction and the BIA being approached to make recommendations on design elements. It is recommended that the Board and Beautification Committee review the approved Streetscape & Façade Design Guidelines to familiarize themselves with the approved options. Clarification will be requested from Juan Rojas, Director of Engineering & Assets regarding the procedure for obtaining recommendations and what elements the BIA will be able to have input into.

6.3 COUNCIL

Councillor Gord James informed the Board that he has heard of some merchants and visitors to downtown who wish to see reinstallation of the parking meters.

Councillor Pat Dunn reminded the Board that nominations for the Municipal Elections close tomorrow, and then Council will be on hiatus until the new Mayor & Council is installed in December.

7.0 REPORTS

7.1 TREASURER

Moved By: Pat Dunn

Seconded By: Isaac Breadner

Resolved: That the Treasurer's Report of June 2018 be approved.

Carried RBM2018-64

7.2 MARKETING

Moved By: Isaac Breadner

Seconded By: Sandra Falconer

Resolved: That the Marketing Committee Minutes of July 3rd, 2018 be approved.

Carried RBM2018-65

Moved By: Gord James

Seconded By: Pat Dunn

Resolved: That the Marketing Committee's recommendation of the sponsorship renewal of the Lindsay Muskies, at a cost of \$1240.00, be approved.

Carried RBM2018-66

7.3 BEAUTIFICATION

Moved By: Sandra Falconer

Seconded By: Pat Dunn

Resolved: That the Beautification Committee Minutes of July 12th, 2018 be approved.

Discussion was held regarding #1 Kent Street Parkette, and the weed issues – Melissa McFarland will contact Scott Wood to request that it be weeded before Friday's event.

Carried RBM2018-67

7.4 PARKING

Moved By: Isaac Breadner

Seconded By: Jim Garbutt

Resolved: That the Parking Committee Minutes of July 10th, 2018 be approved.

Carried RBM2018-68

Moved By: Gord James

Seconded By: Jim Garbutt

Resolved: That the letter of recommendation submitted by the Parking Committee, regarding the reconfiguration of the Kent Street West, Lindsay Street & Ridout Street intersection during the downtown reconstruction, be approved and submitted to Council for review.

Carried RBM2018-69

Discussion was held regarding the upcoming Parking Study being conducted by the City, and whether or not the BIA may have a seat at the table.

7.5 ADVOCACY

Moved By: Isaac Breadner

Seconded By: Pat Dunn

Resolved: That the Advocacy Committee Minutes of July 10th, 2018 be approved.

Carried RBM2018-69

Discussion was held regarding the ongoing issue of Liquidation Sales. Pat Dunn informed the BIA that he is on the relevant committee, but at this time there is no update.

7.6 CHAIR/VICE-CHAIR UPDATE

Charlie McDonald gave updates. The BIA has been named as a responding party (second to the City of Kawartha Lakes) on an issue brought to the Ontario Labour Relations Board by the union of City employees, regarding conflicts arising from the hiring of the Community Liason position by the BIA, and the City's subsidy of this. Charlie will be contacting either CAO Ron Taylor or Mayor Andy Letham to confirm how the BIA should proceed.

Issues have arisen between downtown business Hobbies & Beyond and the approval of their new sign by the Arts, Culture & Heritage Officer at the City. The BIA is unaware of the guidelines and the approval process under the Heritage Conservation District, and the lack of agreement between the business (and the sign company responsible for the design) and the City has resulted in the business now being in their new location for 2 months with no signage. A meeting will be set up with Debra Soule to better understand the process.

7.7 GENERAL MANAGER UPDATE

Melissa McFarland gave updates. Fun Four Hours is Friday, with 60+ downtown businesses participating, the most in any recent downtown initiative. In addition to the open businesses and their sales and activities, the Marketing Committee has secured or organized a DJ, a blow-up obstacle course, free popcorn, petting zoo, colouring contest, face painting, temporary tattoos and chalk art. The event has been well advertised and should hopefully draw a crowd.

New businesses in the downtown were brought flowers and welcome packages, including Lash KL, Whetter Oaklin Insurance, the Kent Street Thrift Shop, and Hobbies & Beyond in their new location.

Emma Drake, Economic Development Officer has drafted a Youth Action Plan and Melissa was able to review it and give comments and feedback on the items that the BIA may be able to partner or assist with.

9.0 NEXT MEETING

Regular Board Meeting
Thursday, August 30th, 2018
7:30am
KLPS Community Room, 6 Victoria Avenue North

9.0 ADJOURNMENT

Moved By: Pat Dunn

Seconded By: Jim Garbutt

Resolved: That the Board of Directors adjourns its Regular meeting of July 26th, 2018 at 9:00am.

Carried RBM2018-70



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

MINUTES FOR THE REGULAR MEETING OF THE BOARD OF DIRECTORS

Thursday, August 30th, 2018

7:30am

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

Board Members

Vice Chair
Steve Podolsky

Chair
Charlie McDonald

Treasurer
Vacant

Voting Members

Sandra Falconer, Jim Garbutt
Mark Ridout, Tim White

City Councillors

Isaac Breadner, Pat Dunn, Gord James

KLPS Liason
Chief Mark Mitchell

CKL Staff Liason
Leisha Newton

MEETING #RBM-2018-08

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, Councillor Isaac Breadner, Councillor Pat Dunn, Councillor Gord James

Recording Secretary: Melissa McFarland

Late Arrivals: Chief Mark Mitchell (7:45am), Leisha Newton (8:00am)

Early Departures: None

Guests: Lance Nachoff, Rebecca Mustard

Regrets: None

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Steve Podolsky

Seconded By: Pat Dunn

Resolved: That the agenda be adopted as circulated.

Carried RBM2018-71

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Isaac Breadner

Seconded By: Pat Dunn

Resolved: That the Minutes of the July 26th, 2018 Board of Directors Meeting be approved.

Carried RBM2018-72

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 2019 BUDGET

Moved By: Sandra Falconer

Seconded By: Isaac Breadner

Resolved: That the 2019 Budget be submitted to the City of Kawartha Lakes, with a proposed levy increase of 2.5%, or \$3500.

Carried RBM2018-73

Moved By: Gord James

Seconded By: Mark Ridout

Resolved: That the 2019 Budget be submitted to the City of Kawartha Lakes, with a proposed increase of \$10,000 to the subsidy currently given to assist with the wages of the Community Liason for the enforcement of downtown parking.

Carried RBM2018-74

5.2 2018 ELECTIONS

The 2018 elections for the Board of Directors' next 4 year term will take place in lieu of the October Board meeting, and be scheduled for Thursday, October 25th at 6:00pm. Further details and notice of the meeting will be sent to the membership.

5.3 OTHER ITEMS

Sandra Falconer was approached to assume the position of Secretary/Treasurer but has declined due to time constraints. The position will remain vacant until the Executive Committee is determined at the January AGM.

6.0 LIASON UPDATES

6.1 POLICE

Chief Mark Mitchell spoke to the Board regarding the new provincial plan for the cannabis legalization and the plan to eliminate a government run storefront and enable private and online sales. The individual municipalities will determine their option to opt in or out of sales, as well as any restrictions.

6.2 STAFF

Leisha Newton gave an update on behalf of Economic Development. Rebecca Mustard was welcomed back from maternity leave as manager, and Carlie Arbour will return next week.

The Community Improvement Plan was adopted, and is currently in the 20 day appeal process, which will end on September 12th. She will provide updates to the application process at the September meeting.

Debra Soule will be providing training to sign companies, graphic designers, and business and property owners on the Streetscape & Façade Design Guidelines and Heritage Conservation District approvals.

Diane Steven (KLSBEC) and Melissa McFarland did a segment for CHEX regarding Economic Development and the BIA, which aired on August 21st, and will be shared on social media platforms.

6.3 COUNCIL

No updates.

7.0 REPORTS

7.1 TREASURER

Moved By: Pat Dunn

Seconded By: Mark Ridout

Resolved: That the Treasurer's Report of July 2018 be approved.

Carried RBM2018-75

7.2 MARKETING

Moved By: Isaac Breadner

Seconded By: Mark Ridout

Resolved: That the Marketing Committee Minutes of August 7th, 2018 be approved with changes to the wording regarding the City's funding to work with the Marketing Committee on a communications strategy.

Carried RBM2018-76

7.3 BEAUTIFICATION

Moved By: Steve Podolsky

Seconded By: Isaac Breadner

Resolved: That the Beautification Committee Minutes of August 9th, 2018 be approved.

Carried RBM2018-77

7.4 PARKING

Moved By: Jim Garbutt

Seconded By: Sandra Falconer

Resolved: That the Parking Committee Minutes of August 14th, 2018 be approved.

Carried RBM2018-78

Discussion was had about the possibility of additional parking on William Street due to the vacancy of the building previously housing Frost Whetter Oaklin, which may be a benefit to the Curling Club in their busy season. Melissa McFarland will recommend to them that they investigate this, to avoid enforcement infractions in the municipal lots.

7.5 ADVOCACY

Moved By: Jim Garbutt

Seconded By: Mark Ridout

Resolved: That the Advocacy Committee Minutes of August 14th, 2018 be approved.

Carried RBM2018-79

Moved By: Mark Ridout

Seconded By: Gord James

Resolved: That the Advocacy Committee's recommendation that the BIA institute an Associate Member program, with the details as per the presented package, be accepted.

Carried RBM2018-80

7.6 CHAIR/VICE-CHAIR UPDATE

Charlie McDonald informed the Board of the Terry Fox Run on Sunday, September 17th. This will be his 30th, and final year running it, and he will be passing the torch to Mario Massiotti, manager of CIBC.

7.7 GENERAL MANAGER UPDATE

Melissa McFarland gave updates. Summer Fun Four Hours was a massive success, with the vast majority of businesses happy, and great feedback from the general public. The event will be made a regular occurrence, likely being scheduled for spring, summer and fall each year, with the next event being planned for Friday, October 5th.

Economic Development interviewed the BIA for a segment on CHEX, which aired on August 21st. Once the video is available online, it will be shared on the website and social media.

A meeting has been scheduled for next Thursday with the recently returned Rebecca Mustard and Carlie Arbour at Economic Development regarding BIA upcoming initiatives and projects.

A new business – Ancient Wisdom & Holistics – is slated to go into the former Downtown Barber Shop location. Attempts to contact the owners will be made. Chaba Thai will be relocating with different owners taking over the old location. Improvement are being made to the vacant building at 104 Kent Street West.

Currently running a ‘Love Thy Neighbour’ promotion for the membership, for the merchants to tell us what their favourite downtown business is and why, with a chance to win Downtown Gift Certificates for themselves and their chosen business.

Gord James’ Campaign Headquarters will be having their Grand Opening from 2:00pm-4:00pm this afternoon.

OMAFRA will be conducting training for Economic Development Officers in the Downtown Revitalization process, and this year’s program will be held in Lindsay on November 6th and 7th. The BIA will connect with them to see how we can be a part of their visit.

8.0 NEXT MEETING

Regular Board Meeting
Thursday, September 27th, 2018
7:30am
The Grand Experience, 177 Kent Street West

9.0 ADJOURNMENT

Moved By: Pat Dunn

Seconded By: Jim Garbutt

Resolved: That the Board of Directors adjourns its Regular meeting of August 30th, 2018 at 8:32am.

Carried RBM2018-81



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

MINUTES FOR THE REGULAR MEETING OF THE BOARD OF DIRECTORS

Thursday, September 27th, 2018

7:30am

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

Board Members

Vice Chair
Steve Podolsky

Chair
Charlie McDonald

Treasurer
Vacant

Voting Members

Sandra Falconer, Jim Garbutt
Mark Ridout, Tim White

City Councillors

Isaac Breadner, Pat Dunn, Gord James

KLPS Liason
Chief Mark Mitchell

CKL Staff Liason
Carlie Arbour

MEETING #RBM-2018-09

1.0 CALL TO ORDER

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

In Attendance: Charlie McDonald, Steve Podolsky, Sandra Falconer, Jim Garbutt, Mark Ridout, Tim White, Councillor Isaac Breadner, Councillor Pat Dunn, Carlie Arbour

Recording Secretary: Melissa McFarland

Late Arrivals: Chief Mark Mitchell (arrived 7:39am)

Early Departures: None

Guests: Leisha Newton, Rebecca Mustard (arrived 7:52am)

Regrets: None

Absent: None

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 RBM2018-82

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Mark Ridout

Seconded By: Tim White

Resolved: That the Minutes of the August 30th, 2018 Board of Directors Meeting be approved.

Carried RBM2018-83

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 2019 BUDGET UPDATE

The proposed 2019 budget was approved at the previous Board Meeting and an information session will be held immediately following this meeting to review it with the membership. Upon conclusion of that meeting, the budget will be sent to the City Treasurer, and a deputation will be made at the November Council meeting.

5.2 2018 ELECTIONS UPDATE

Board of Directors Elections are scheduled for 6:00pm on Thursday, October 25th. The Olympia was booked, but concerns regarding accessibility were brought forward and it was agreed that Celebrations may be an alternative.

Because of the October Board Agenda is heavy on items, an alternative Board Meeting is scheduled for Tuesday, October 16th at The Grand Experience.

5.3 CONSTITUTION UPDATE

Meetings have been held between Melissa McFarland, Rebecca Mustard and Carlie Arbour. Carlie Arbour updated the Board on the progress made in bringing the Constitution, Procedural By-Law and Policies & Procedures in line with the By-Law. Drafts of the Constitution will be circulated prior to the October 16th meeting for review, and discussed at that meeting. Final changes will be made in November, approved at the November 29th Board Meeting, and passed at the AGM in January.

5.4 OTHER ITEMS

None

6.0 LIASON UPDATES

6.1 POLICE

Chief Mark Mitchell updated on the legalization of cannabis. Online sales will begin on October 17th and municipalities will have until January to decide if retail locations will be permitted there. Regulations from the province have recently made it so that cannabis smoking will be permitted in the same way and locations as cigarettes. He encourages businesses to institute a drug policy in their workplaces for their employees. He spoke of the Haliburton Kawartha Lakes Northumberland Drug Strategy. More information can be found at www.hkprdrugstrategy.ca.

6.2 STAFF

Rebecca Mustard updated on Economic Development. Carlie Arbour has returned from maternity leave and returns as the BIA's Liaison. Leisha Newton will be with the department until December and focusing on Downtown Revitalization.

CIP appeal process has passed and there will be \$1M in loans and \$96K in grants available for signs, facades, and building repairs and maintenance. Intake will be beginning this fall, and applications will be granted this winter. Marketing materials are being prepared.

There is currently no update from Engineering on the Kent Street Reconstruction, but an open house will be scheduled for later in the fall.

6.3 COUNCIL

The current Council has one more meeting. There has been the review and removal of surplus properties in the City ahead of the new Council being elected.

7.0 REPORTS

7.1 TREASURER

Moved By: Sandra Falconer

Seconded By: Pat Dunn

Resolved: That the Treasurer's Report of August 2018 be approved.

Carried RBM2018-84

7.2 MARKETING

Moved By: Mark Ridout

Seconded By: Jim Garbutt

Resolved: That the Marketing Committee Minutes of September 4th, 2018 be approved.

Carried RBM2018-85

7.3 BEAUTIFICATION

Moved By: Mark Ridout

Seconded By: Steve Podolsky

Resolved: That the Beautification Committee Minutes of September 6th, 2018 be approved.

Carried RBM2018-86

Moved By: Sandra Falconer

Seconded By: Steve Podolsky

Resolved: That the Beautification Committee's recommendation that the Board of Directors approve the presented design for downtown winter-themed banners, the cost of which was granted by the Legacy C.H.E.S.T. Fund in 2016, be accepted.

Carried RBM2018-87

Tim White brought forth concerns about the quality of materials, which will be addressed as they are printed, as the current ones appear to be ripping more frequently, which could be an issue of material, or the amount of give, or slack that they are installed with. This will be addressed with the sign company any Public Works.

Jim Garbutt made comments that he brought the design forth to the City's Accessibility Coordinator, Barb Condie, who gave a positive review of the design, as well as the Heritage Committee, who had some feedback on the colour tone. Debra Soule was to contact Melissa McFarland, but has not as of yet, as the Heritage Committee has some recommendations on alternative colours, using the palette from the Streetscape & Façade Design Guidelines.

7.4 PARKING

Moved By: Steve Podolsky

Seconded By: Isaac Breadner

Resolved: That the Parking Committee Minutes of September 11th, 2018 be approved.

Carried RBM2018-88

7.5 ADVOCACY

Moved By: Jim Garbutt

Seconded By: Pat Dunn

Resolved: That the Advocacy Committee Minutes of September 11th, 2018 be approved.

Carried RBM2018-89

7.6 CHAIR/VICE-CHAIR UPDATE

The Ontario Labour Relations Board hearing is scheduled for Friday, October 12th in Toronto. Steve Podolsky & Melissa McFarland will attend to represent the BIA.

7.7 GENERAL MANAGER UPDATE

Melissa McFarland gave updates. Upcoming events include the Fall Fun Four Hours on Friday, October 5th. Over 60 businesses are participating, and the Marketing Committee has booked a petting zoo, two bouncy castles, two face painters, and a DJ, and will be running a colouring contest. The Lindsay Lions Club will be running a mini pumpkin decorating contest, and the Lindsay Library will be hosting activities.

Arrangements are being made for the Tree Lighting Ceremony on Friday, November 16th and Christmas on Kent on Sunday, November 18th. The aim of Christmas on Kent this year is to provide family activities from 11:00am-2:00pm, before the Santa Claus Parade, and we are working in conjunction with Collins Barrow for joint advertising.

Iron Will Tattoo Co. opened at the beginning of September at 16 Lindsay St South. A meeting was conducted and they're thrilled with the services offered by the BIA.

Contact was made by the Oshawa Downtown BIA, inquiring of our interest in joining a coalition for BIA's in the Durham/Northumberland area. More details will be provided at a later date.

8.0 NEXT MEETING

Regular Board Meeting

Thursday, October 16th, 2018

7:30am

The Grand Experience (Upper Level)

177 Kent Street West

BIA Elections

Thursday, October 25th, 2018

6:00pm

Location TBA

Location TBA

9.0 ADJOURNMENT

Moved By: Pat Dunn

Seconded By: Steve Podolsky

Resolved: That the Board of Directors adjourns its Regular meeting of September 27th, 2018 at 8:45am.

Carried RBM2018-90



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

MINUTES FOR THE REGULAR MEETING OF THE BOARD OF DIRECTORS

Tuesday, October 16th, 2018

7:30am

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

Board Members

Vice Chair
Steve Podolsky

Chair
Charlie McDonald

Treasurer
Vacant

Voting Members

Sandra Falconer, Jim Garbutt
Mark Ridout, Tim White

City Councillors

Isaac Breadner, Pat Dunn, Gord James

KLPS Liason
Chief Mark Mitchell

CKL Staff Liason
Carlie Arbour

MEETING #RBM-2018-10

1.0 CALL TO ORDER

Closed Session Called to Order by the Chair: 7:34am

In Attendance: Charlie McDonald, Steve Podolsky, Sandra Falconer, Jim Garbutt, Mark Ridout, Tim White, Councillor Pat Dunn, Chief Mark Mitchell, Carlie Arbour

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: Rebecca Mustard

Regrets: None

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 as circulated.

Carried RBM2018-91

2.2 DECLARATION OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Steve Podolsky

Seconded By: Mark Ridout

Resolved: That the Minutes of the September 27th, 2018 Board of Directors Meeting be approved.

Carried RBM2018-92

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 CONSTITUTION & PROCEDURAL BY-LAW

Drafts of the LDBIA Constitution & Procedural By-Law were presented by Melissa McFarland, who drafted the most current version of these documents with assistance from Carlie Arbour & Rebecca Mustard. The Board was to have reviewed the documents and brought comments or proposed changes for discussion at this meeting, but due to the limited time frame for review, it was agreed that the deadline for comments would be extended to Tuesday, October 23rd at

4:30pm, via email, with all Board Directors copied. The Directors will then have until Tuesday October 30th at 4:30pm to comment on these proposed changes or feedback. At this time, the Chair will determine if there is enough on the table for discussion to warrant another meeting.

Moved By: Jim Garbutt

Seconded By: Tim White

That: That the LDBIA conduct an audit for operation and compliance with its Constitution, Procedural By-Law, codes of conduct and compliance with all related municipal, provincial and federal legislation.

Recorded (Voted)	For	Against	Abstain	Absent
Charlie McDonald		X		
Steve Podolsky		X		
Sandra Falconer		X		
Jim Garbutt	X			
Mark Ridout		X		
Tim White	X			
Councillor Isaac Breadner				X
Councillor Pat Dunn		X		
Councillor Gord James				X
Chief Mark Mitchell			X	
Result	2	5	1	2

Motion Failed

Moved By: Sandra Falconer

Seconded By: Tim White

Resolved: That the necessary changes be made to item 2.02 in By-Law 2008-212, to now state that The Board of Management consists of a minimum of 7 and a maximum of 13 directors, who shall have full voting privileges, and these changes will be reflected in all supporting documentation.

Carried RBM2018-93

Moved By: Mark Ridout

Seconded By: Steve Podolsky

Resolved: That the necessary changes be made to item 2.02 in By-Law 2008-212, to now state that the Police Services Representative to act as a liaison or resource to the Board, and have non-voting privileges, and these changes will be reflected in all supporting documentation.

Carried RBM2018-94

5.2 CANNABIS IN THE WORKPLACE

Moved By: Jim Garbutt

Seconded By: Tim White

Resolved: That a partnership be formed with the Lindsay & District Chamber of Commerce and the Kawartha Lakes Small Business & Entrepreneurship Centre to provide a seminar/workshop for small businesses in the area to develop workplace policies and procedures for cannabis use.

Carried RBM2018-95

5.3 COMMUNITY LIAISON UNIFORM POLICY

Discussion will be moved to the Closed Session.

6.0 OTHER OR NEW BUSINESS

6.1 POLICE

Chief Mitchell gave updates about October 17th's cannabis legalization. The former inspector for this area representing the AGCO has retired and a new inspector will be starting. The role of the AGCO inspector will include the enforcement of any cannabis stores, if implemented next year. There are still regulations to be considered with Council's decision in January.

6.2 ECONOMIC DEVELOPMENT

Small Business Week is in full swing with several events occurring throughout the week, concluding with the Innovation Awards on Friday.

6.3 COUNCIL

No update.

7.0 REPORTS

7.1 TREASURER

Moved By: Mark Ridout

Seconded By: Tim White

Resolved: That the Treasurer's Report of September 2018 be approved. **Carried RBM2018-96**

7.2 MARKETING

Moved By: Mark Ridout

Seconded By: Tim White

Resolved: That the Marketing Committee Minutes of October 2nd, 2018 be approved.

Carried RBM2018-97

7.3 BEAUTIFICATION

Moved By: Steve Podolsky

Seconded By: Mark Ridout

Resolved: That the Beautification Committee Minutes of October 4th, 2018 be approved.

Carried RBM2018-98

Moved By: Mark Ridout

Seconded By: Steve Podolsky

Resolved: That the Beautification Committee's recommendation that the Board of Directors approve the proposed application to the 2019 Legacy C.H.E.S.T. Fund for 48 new panels for the 4 BIA Entrance Signs, be approved.

Carried RBM2018-99

Moved By: Mark Ridout

Seconded By: Steve Podolsky

Resolved: That the Beautification Committee's recommendation that the Board of Directors approve the request that all tree grates & guards currently in storage at the City of Kawartha Lakes' St. David St depot, be scrapped, with any proceeds to be reassigned to the Beautification budget, be approved.

Carried RBM2018-100

7.4 PARKING

Moved By: Steve Podolsky

Seconded By: Tim White

Resolved: That the Parking Committee Minutes of October 9th, 2018 be approved.

Carried RBM2018-101

7.5 ADVOCACY

No Meeting Minutes to Approve.

7.6 CHAIR/VICE-CHAIR UPDATE

Charlie McDonald & Steve Podolsky went to Potash Farms and chose the Christmas Tree. It will be transported, put up and decorated the week of November 12th

7.7 GENERAL MANAGER UPDATE

Melissa McFarland gave updates. Fall Fun Four Hours was a success. Another will be planned for the spring. The Tree Lighting Ceremony will be on Friday, November 16th, and Christmas on Kent activities will be from 11:00am-2:00pm, prior to the Santa Claus Parade on November 18th. A new realtor, Royale Town & Country Realty has opened in the former Hobbies & Beyond location. Their grand opening is this Friday from 2:00pm-7:00pm. The coalition meeting for Durham, Northumberland and Kawartha BIA's is October 31st in Oshawa. BIA Board Elections are next Thursday, October 25th at 6:00pm at Celebrations. Current Board Directors who intend to run again need to fill out a nomination form.

8.0 NEXT MEETING

BIA Elections

Thursday, October 25th, 2018

6:00pm

Celebrations, 35 Lindsay Street N

Regular Board Meeting

Thursday, November 29th, 2018

7:30am

KLPS Community Room, 6 Victoria Ave N

9.0 ADJOURNMENT TO A CLOSED SESSION

Moved By: Jim Garbutt

Seconded By: Tim White

Resolved: That the Board of Directors adjourns its Regular meeting of October 16th, 2018 at 8:31am, and moves to a Closed Session to discuss Staff Contracts for 2019.

Carried RBM2018-102



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

MINUTES FOR THE REGULAR MEETING OF THE BOARD OF DIRECTORS

Tuesday, November 29th, 2018

7:30am

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

Board Members

Vice Chair
Steve Podolsky

Chair
Charlie McDonald

Treasurer
Vacant

Voting Members

Sandra Falconer, Jim Garbutt
Mark Ridout, Tim White

City Councillors

Isaac Breadner, Pat Dunn, Gord James

KLPS Liason
Chief Mark Mitchell

CKL Staff Liason
Carlie Arbour

MEETING #RBM-2018-11

1.0 CALL TO ORDER

Closed Session Called to Order by the Chair: 7:31am

In Attendance: Charlie McDonald, Steve Podolsky, Sandra Falconer, Jim Garbutt, Mark Ridout, Tim White, Councillor Pat Dunn, Carlie Arbour

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: Leanna Segura, Laura LeMiere, Liz Grimes (arrived 7:45am)

Regrets: Chief Mark Mitchell

Absent: Councillor Isaac Breadner, Councillor Gord James

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Tim White

Seconded By: Sandra Falconer

Resolved: That the agenda be adopted as circulated.

Carried RBM2018-103

2.2 DECLARATION OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Mark Ridout

Seconded By: Tim White

Resolved: That the Minutes of the October 16th, 2018 Board of Directors Meeting be approved.

Carried RBM2018-104

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 2019 BOARD OF DIRECTORS & ANNUAL GENERAL MEETING

As a result of October's elections, all existing Voting Members have been re-elected. The Board also welcomes Leanna Segura, Liz Grimes, Laura LeMiere and Ann Scarlett to the Board.

Discussion was held regarding the City Council positions. It was recommended by the CAO in July that the BIA be assigned two representatives, but that has not been confirmed.

Moved By: Sandra Falconer **Seconded By:** Mark Ridout

Resolved: That the LDBIA will make known to the Mayor and Council their recommendation that two City Council representatives be assigned to the LDBIA Board of Directors, especially with the economic impact that will be as a result of the downtown reconstruction.

Carried RBM2018-105

The 2019 Annual General Meeting will be held on Monday, January 14th, with the location to be announced at a later time.

5.2 CONSTITUTION & PROCEDURAL BY-LAW

Final drafts of the LDBIA Constitution & Procedural By-Law were presented by Melissa McFarland, after edits were made as a result of agreed changes at the October 16th Board Meeting, and with suggestions from Rebecca Mustard, Manager of Economic Development, and the City of Kawartha Lakes Clerk's Office. The approved draft will go to the Annual General Meeting in January for approval by the membership. Discussion was held regarding items regarding circulation of agenda packages, but the drafts went to a vote as presented.

Moved By: Steve Podolsky **Seconded By:** Mark Ridout

That: The presented drafts of the Lindsay Downtown BIA's Constitution and Procedural By-Law be approved.

Recorded (Voted)	For	Against	Abstain	Absent
Charlie McDonald	X			
Steve Podolsky	X			
Sandra Falconer	X			
Jim Garbutt	X			
Mark Ridout	X			
Tim White	X			
Councillor Isaac Breadner				X
Councillor Pat Dunn	X			
Councillor Gord James				X
Chief Mark Mitchell				X
Result	7	0	0	3

Carried RBM2018-106

The Board agreed that if there are administrative or technical errors in the document, that changes to those may be made directly with Melissa McFarland, as long as there is no change to content.

5.3 DOWNTOWN RECONSTRUCTION

Discussion was held regarding the 2019 Peel & Russell reconstruction and the Kent Street reconstruction in 2020. A meeting was held several weeks earlier between Engineering and community members representing Downtown Revitalization, Heritage and the BIA, as well as City Staff. Engineering is looking for input into a few design elements from each of the committees.

Items for discussion include proposed brick colour for the sidewalks, where the Accessibility Committee has already recommended red or buff colours; input on whether or not the newly installed gray brick adjacent to the front and back of 180 Kent Street should be incorporated into the streetscape or be made consistent with the rest of the sidewalks; installed landscaping features; and lighting.

Moved By: Councillor Pat Dunn **Seconded By:** Sandra Falconer

Resolved: That the LDBIA will make known to the City of Kawartha Lakes' Engineering department their following recommendations:

- Preference is for one colour of brick, and that that colour be red
- Preference is for all of the sidewalks to be consistent, including the sidewalk adjacent to 180 Kent Street West
- That while choosing installed landscaping elements, that consideration be given to Public Works' ability to clear snow in order maintain standards of accessibility
- If installed landscaping is utilized, consideration should be given to self-watering options
- The BIA had the opportunity to comment on styles of lamp standards in July, but adds that preference be given to warm lighting versus cool tones, when choosing bulbs
- That considerations be made for the lighting to be adequate for both the wide main street, but also for the pedestrian path.
- That any final recommendations come back to the BIA for comments before decisions are made.
- That a member of the Engineering team (Juan Rojas or Corby Purdy) attend the January board meeting, prior to the public meeting to discuss content. **Carried RBM2018-107**

6.0 OTHER OR NEW BUSINESS

6.1 POLICE

Chief Mitchell sent his regrets for this meeting. At a future meeting, he would like to discuss the updating of their keyholder and contact information for downtown businesses, and Melissa McFarland has advised him that she is willing to meet with him in order to assist their endeavour.

6.2 ECONOMIC DEVELOPMENT

Carlie Arbour gave updates. Economic Development has completed an Expression of Interest to hire a Youth Engagement Intern. Melissa McFarland wrote a letter of support on behalf of the BIA. Leisha Newton has met with community organizations to help promote Christmas in Kawartha Lakes across all of the communities. Debra Soule has returned from holidays. A new Economic Development Officer has been hired, with a focus on manufacturing and engineering attraction. The Community Improvement Plan, branded as the Million Dollar Makeover has launched. Business and property owners are encouraged to fill out the expression of interest on the website. Office hours to meet with owners regarding their potential projects will be held, and webinars will be conducted.

6.3 COUNCIL

No update.

7.0 REPORTS

7.1 TREASURER

Moved By: Mark Ridout

Seconded By: Pat Dunn

Resolved: That the Treasurer's Report of October 2018 be approved.

Carried RBM2018-108

7.2 MARKETING

Moved By: Tim White

Seconded By: Mark Ridout

Resolved: That the Marketing Committee Minutes of October 23rd, 2018 be approved.

Carried RBM2018-109

7.3 BEAUTIFICATION

Moved By: Mark Ridout

Seconded By: Sandra Falconer

Resolved: That the Beautification Committee Minutes of November 1st, 2018 be approved.

Carried RBM2018-110

7.4 PARKING

Moved By: Tim White

Seconded By: Jim Garbutt

Resolved: That the Parking Committee Minutes of November 20th, 2018 be approved.

Carried RBM2018-111

7.5 ADVOCACY

Moved By: Tim White

Seconded By: Mark Ridout

Resolved: That the Advocacy Committee Minutes of November 20th, 2018 be approved.

Carried RBM2018-112

7.6 CHAIR/VICE-CHAIR UPDATE

No update.

7.7 GENERAL MANAGER UPDATE

Melissa McFarland gave updates. The Tree Lighting and Christmas on Kent activities went extremely well. We have a BOB FM commercial running for the next couple of weeks, and we participated in the Shop Local Live Broadcast. The Holiday Passport promotion, funded through an OMAFRA grant is in full swing with amazing feedback. New business Between the Bread is open, and Thirteen Tattoo opens this weekend. The Durham/Northumberland/Kawartha BIA Coalition meeting was a great resource and will continue in the future. The BIA was included in the Downtown Revitalization Training activities, including the dinner with presentations from the communities, and the downtown walking tour. Associate Memberships are proceeding well, with 5 confirmed businesses currently.

8.0 NEXT MEETING

Regular Board Meeting
Thursday, January 10th, 2019
7:30am
KLPS Community Room
6 Victoria Ave N

Annual General Meeting
Monday, January 14th, 2019
6:00pm
Location TBA
Location TBA

9.0 ADJOURNMENT TO A CLOSED SESSION

Moved By: Jim Garbutt

Seconded By: Tim White

Resolved: That the Board of Directors adjourns its Regular meeting of November 29th, 2018 at 8:40am and moves to a Closed Session to discuss Staff Contracts for 2019.

Carried RBM2018-113



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
BEAUTIFICATION COMMITTEE

Thursday, January 11, 2018
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-2018-01

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 8:06am

In Attendance: Steve Podolsky, Charlie McDonald, Ryan Smith, Jim Garbutt, Mark Ridout & Sandra Falconer

Recording Secretary: Tana Torch

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: Ryan Smith and Councillor Pat Dunn

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Jim Garbutt

Seconded By: Sandra Falconer

Resolved: That the agenda be adopted as circulated.

Carried BC2018-01

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Charlie McDonald

Seconded By: Sandra Falconer

Resolved: That the minutes of the November 2, 2017 meeting be approved.

Carried BC2018-02

3.0 DEPUTATIONS

NONE

4.0 CORRESPONDENCE

NONE

5.0 OTHER OR NEW BUSINESS

The Christmas tree in the parkette will be taken down the week of January 21-27, 2018. The committee would like noted that Steve Podolsky and Tana Torch, along with the crew from Public Works did a fantastic job decorating the tree this year.

Discussion was held regarding snow plowing, snow removal and snow storage.

Steve Podolsky has given Joe Keely more ashtrays to put up around the downtown core. Jim Garbutt from the Buy and Sell Shop would like one in front of his business.

Discussion was held regarding purchasing another set of flags for the winter months to help prolong the longevity of our current flags. It has been suggested that an email be sent to Colour and Code to get a quote on designing winter flags. Auto Trim will be contracted out to print flags.

Paul Richardson from Pine Needle Farms will plant new trees in the spring. Before trees are planted an additional count for new trees will be conducted.

Discussion was held regarding keeping up to date with City of Kawartha Lakes Engineering Department and the progress made with the redesign of the downtown, which is currently in progress.

The flower RFP for winter and summer greenery has been requested to be separated to two separate RFP's.

Moved By: Steve Podolsky

Seconded By: Jim Garbutt

Resolved: Recommendation to the Board of Directors to have a separate RFP for winter and summer greenery.

Carried BC2018-03

6.0 NEXT MEETING

Thursday, February 1st, 2018

8:00am

Big Brothers Big Sisters Boardroom

117 Kent Street West

7.0 ADJOURNMENT

Moved By: Sandra Falconer

Seconded By: Charlie McDonald

Resolved: That the November 2nd, 2017 meeting of the Beautification Committee adjourn at 8:36am

Carried BC2018-04



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
BEAUTIFICATION COMMITTEE

Tuesday, February 20, 2018
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-2018-02

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 8:15am

In Attendance: Steve Podolsky, Bruce Kitching, Jim Garbutt, Mark Ridout
Recording Secretary: Tana Torch
Late Arrivals: None
Early Departures: None
Guests: None
Regrets: Charlie McDonald
Absent: Sandra Falconer and Ryan Smith

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 BC2018-05

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Mark Ridout

Seconded By: Pat Dunn

Resolved: That the minutes of the January 11, 2018 meeting be approved.

Carried BC2018-06

3.0 DEPUTATIONS

NONE

4.0 CORRESPONDENCE

NONE

5.0 OTHER OR NEW BUSINESS

5.1 RFP

On February 6, 2018 the RFP for Winter Greenery and Summer Flowers was sent out to seven (7) local greenhouses; three of them being Downtown Businesses. Hill's Florist and Greenhouses was the only business to return a completed RFP.

Moved By: Pat Dunn

Seconded By: Jim Garbutt

Resolved: Recommendation to the Board of Directors to approve the RFP for Winter Greenery and Summer flowers to Hill's Florist.

Carried BC2018-07

5.2 Other Business

Discussion was held to create an RFP for winter banners and print to send out to local businesses.

Discussion was held regarding spring weeding. An RFP was suggested to send out to local Landscapers for the initial weeding processes. It was also discussed about outsourcing weekly weeding to local groups, ie. Horticultural society, hockey teams, boy/girl scouts and donate to their clubs in lieu a payments.

Banner is torn on William Street. Steve Podolsky to contact Joe Cayley to replace.

Urns have been ordered, waiting on confirmation on pick up date.

6.0 NEXT MEETING

Thursday, March 1st, 2018

8:00am

Big Brothers Big Sisters Boardroom

117 Kent Street West

7.0 ADJOURNMENT

Moved By: Mark Ridout

Seconded By: Pat Dunn

Resolved: That the January 20, 2018 meeting of the Beautification Committee adjourn at 8:35am

Carried BC2018-08



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
BEAUTIFICATION COMMITTEE

Tuesday, February 20, 2018
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-2018-02

1.0 CALL TO ORDER

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

In Attendance: ?

Recording Secretary: Melissa McFarland, via Tana Torch's rough notes

Late Arrivals: ?

Early Departures: ?

Guests: ?

Regrets: ?

Absent: ?

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 BC2018-09

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Steve Podolsky **Seconded By:** Jim Garbutt

Resolved: That the minutes of the February 20th, 2018 meeting be approved. **Carried BC2018-10**

3.0 DEPUTATIONS

NONE

4.0 CORRESPONDENCE

NONE

5.0 OTHER OR NEW BUSINESS

5.1 RFP – WEEDING

Not yet ready. Will look in the classifieds, and Charlie McDonald will contact Fleming College.

5.2 STREET HARDWARE

Inventory to be completed.

5.3 GARBAGE CANS

Scott & Stacy to inventory.

Moved By: Steve Podolsky

Seconded By: Jim Garbutt

Resolved: That 20 replacement garbage cans to be purchased from Uline.

Carried BC2018-11

5.4 BENCHES

To be installed in May.

5.5 TREE GUARDS & GRATES

Last count was 12 in need of replacement. Paul Richardson to do additional count before quoting.

5.6 OTHER BUSINESS

Request Public Works sweep street before May 5th.

Positive feedback on Canadian flags – should re-install for summer.

6.0 NEXT MEETING

Thursday, May 3rd, 2018

8:00am

Big Brothers Big Sisters Boardroom

117 Kent Street West

7.0 ADJOURNMENT

Moved By: Charlie McDonald

Seconded By: Jim Garbutt

Resolved: That the January 20, 2018 meeting of the Beautification Committee adjourn at 8:32am

Carried BC2018-12



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

MINUTES FOR THE REGULAR MEETING OF THE BEAUTIFICATION COMMITTEE

Thursday, May 3rd, 2018

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-2018-05

1.0 CALL TO ORDER

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

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

Recording Secretary: Steve Podolsky

Late Arrivals: None

Early Departures: None

Guests: Charlie McDonald of The Grand Experience

Regrets: Mark Ridout, Ryan Smith

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

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

Resolved: That the agenda be adopted as amended.

Carried BC2018-09

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES (April 5, 2018) - DEFERRED

3.0 DEPUTATIONS

4.0 CORRESPONDENCE

5.0 OTHER OR NEW BUSINESS

5.1 CHEST LEGACY FUND

-2016 fund – Steve Podolsky to get invoice for second set of banners from Auto Trim and supply invoice to the Parks and Rec.

5.2 TREES IN URNS

-Most died and have been discarded

5.3 WEEDING

-Steve Podolsky is to speak to Scott and other supplier

5.5 GARBAGE CANS

-Steve Podolsky to order new garbage can liners from Uline at a quantity of 20

5.6 BENCHES

-Public works confirmed that bench will be on street before Victoria Day

5.7 TREE GUARDS & GRATES

-Broken tree guards and gates to be removed. Others to be removed when new trees are to be planted

5.8 OTHER BUSINESS

-Steve Podolsky to speak to Paul Richardson about timing of new trees

-Speak to Scott about sweeping the gutters and under garbage cans

-Bruce Kitching to send a note about store owners about when they are sweeping the sidewalk to not put the dirt into the garbage cans

-Steve Podolsky for speak to Mark Reid about vacant lot ownership

-Jim Garbutt to call Erin Sloan regarding the By-Law for snow removal in parking lots

6.0 NEXT MEETING

Thursday, May 3, 2018

8:00am

Big Brothers Big Sisters Boardroom

117 Kent Street West

7.0 ADJOURNMENT

Moved By: Sandra Falconer

Seconded By: Charlie McDonald

Resolved: That the Beautification Committee adjourns its Regular meeting of May 3, 2018

Carried BC2018-10



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

MINUTES FOR THE REGULAR MEETING OF THE
BEAUTIFICATION COMMITTEE

Thursday, June 7th, 2018

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-2018-06

1.0 CALL TO ORDER

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

In Attendance: Steve Podolsky, Sandra Falconer, Jim Garbutt, Mark Ridout,
Bruce Kitching

Recording Secretary: Rachel Thorn

Late Arrivals: None

Early Departures: None

Guests: Charlie McDonald of the Grand Experience

Regrets: None

Absent: Ryan Smith

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Jim Garbutt **Seconded By:** Mark Ridout

Resolved: That the agenda be adopted as circulated.

Carried BC2018-11

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES (May 3rd, 2018)

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

Resolved: That the minutes be adopted as written.

Carried BC2018-12

3.0 DEPUTATIONS

4.0 CORRESPONDENCE

5.0 OTHER OR NEW BUSINESS

5.1 CHEST LEGACY FUND

- Chest Legacy Fund was for two sets of banners. One set has already been made and we need to spend the money for the second set or give back the money
- Auto Trim Invoice for the second set of banners to use up the rest of the fund. This invoice was sent to Parks and Rec.

5.2 WEEDING

- Ask Oliver Villegas about the By-Law for weeding and the use of chemicals.
- This would be cosmetic weeding around the Downtown. Trees, planters, etc.
- Ad in the newspaper for tender for a local business to take over the weeding of the Downtown

5.3 GARBAGE CANS

-Purchased Uline Garbage Can Liners for replacing the damaged and old cans. Bought 20 and given to Scott.

5.4 BENCHES

-Thanks to Bruce Kitching for the benches being out for Victoria Day.

5.5 TREE GUARDS & GRATES

- Removing some of the tree grates that are cracked and broken and taken to scrap
- Remove tree guards that are rusted, dented, or broken and taken to scrap
- Add mulch around the trees
- Moving forward with the trees with Paul Richardson
- 14 trees to go Downtown to remove dead or dying trees
- Need to get a road occupancy permit for an early start 5am
 - Steve Podolsky to speak to Melissa Henderson about permits
- Treegator bags for watering to trees

5.6 OTHER BUSINESS

- Urns, to purchase 7 urns from Alpha Imports (Steve's Contact)
- #1 Kent, Flowers planted
- Reid's, Flowers planted
- Classics on Kent, July 8th Signs and Barricades from the City
 - Told Bruce Kitching about the need for the signs and barricades
 - Permit for the road closure is still waiting for Fire and Police to approve
- Scott and Stacy are in full swing for cleaning the streets
 - Sweeping and cleaning under the garbage can liners
 - Watering to start for the urn planters and the hanging baskets when they go up
 - Hanging baskets to go up soon
- DR thoughts
 - Benches with easy install. Caps to be removed in the Spring, bench installed and in-place, bench removed in the Fall, cap back on for easy snow removal
 - Street light that have better lighting for both the pedestrian and road side
 - Easy install for Christmas decorations
 - Easy access to hydro
 - Easy install of flower boxes

6.0 NEXT MEETING

Thursday, July 5th, 2018

8:00am

Big Brothers Big Sisters Boardroom

117 Kent Street West

7.0 ADJOURNMENT

Moved By: Steve Podolsky

Seconded By: Charlie McDonald

Resolved: That the Beautification Committee adjourns its Regular meeting of June 7th, 2018 at 8:54pm.

Carried BC2018-13



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

MINUTES FOR THE REGULAR MEETING OF THE
BEAUTIFICATION COMMITTEE

Thursday, July 12th, 2018

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-2018-07

1.0 CALL TO ORDER

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

In Attendance: Steve Podolsky, Sandra Falconer, Jim Garbutt, Mark Ridout, Bruce Kitching

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: None

Absent: Councillor Pat Dunn, Ryan Smith

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Mark Ridout

Seconded By: Sandra Falconer

Resolved: That the agenda be adopted as circulated.

Carried BC2018-14

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Jim Garbutt

Seconded By: Sandra Falconer

Resolved: That the Minutes of June 12th, 2018 be approved.

Carried BC2018-15

3.0 DEPUTATIONS

4.0 CORRESPONDENCE

5.0 OTHER OR NEW BUSINESS

5.1 CHEST LEGACY FUND – NEW BANNER DESIGN

Discussion was had on the concept of a new banner design, likely a winter theme. This will be the other half of the 2016 C.H.E.S.T. Fund Grant. Mark Ridout and Melissa McFarland will do some research into designs from catalogues and other municipalities and present some visuals at the next meeting. Concerns have been mentioned regarding the weight and quality of the material compared to the previous ones, and will be looked into further before the next set are ordered.

5.2 TREE UPDATE

Paul Richardson at Pineneedle Farms installed 17 new ginkgo trees in soil, with gator bags and stakes. So far the trees are doing well, and receiving plenty of water.

5.3 TREE GUARDS & GRATES

Guards and grates were removed from the old trees and are currently sitting at the CKL depot on St. David Street. A decision will be made shortly on whether it's worth selling the material or scrap. The new trees from this point forward will have only mulch, which is healthier for the tree. Discussion was had on potentially removing the rest, and the committee decided to leave the rest for now, only removing if the tree is being replaced, or at the time the downtown reconstruction occurs. Discussion was also had regarding what may potentially happen to the older trees during the reconstruction, as well, what the committee should be planning for in terms of the trees for the new design.

5.4 OTHER ITEMS

Urns – Steve Podolsky made contact with the supplier and will be picking up 7 new planters as soon as possible. Discussion was had about new planters in the reconstruction and what materials would be best. Ryan Smith will be consulted.

Streetlamps – Steve Podolsky & Jim Garbutt attended the Downtown Revitalization Advisory Committee meeting on Tuesday the 10th, and it was noted that input on the design of the new downtown streetlamps was needed as soon as possible.

Moved By: Steve Podolsky

Seconded By: Sandra Falconer

Resolved: That the Beautification Committee send the following recommendations to Juan Rojas, Director of Engineering & Assets, regarding the installation of new streetlamps in the downtown. Using the options approved by Council in the Streetscape & Façade Design Guidelines, the committee recommend a combined structure, using the base from Style A, the Gooseneck & Banner Armature from Style D, with the CKL identifier removed. From the list of available options, the committee recommends the installation of electrical wiring, outlets for audio, wifi capabilities, seasonal adornment hardware, and the ability to attach a double flag bracket.

Carried BC2018-16

Discussion was had around the subject of street art in the reconstruction. Committee will be going to think about possible ideas in order to bring the community, as well as marketing opportunities together.

An observation was made about weeds at #1 Kent. Scott and Stacy Wood and their team are watering twice a day and have very little additional time aside from the basic tasks. Jim Garbutt recommended an additional crew in the summer months for weeding and general street cleanup. Steve Podolsky will look into. Possibilities include using Community Living or the John Howard Society.

6.0 NEXT MEETING

Thursday, August 2nd, 2018

8:00am

Big Brothers Big Sisters Boardroom

117 Kent Street West

7.0 ADJOURNMENT

Moved By: Jim Garbutt

Seconded By: Mark Ridout

Resolved: That the Beautification Committee adjourns its Regular meeting of July 12th, 2018 at 9:08am.

Carried BC2018-17



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

MINUTES FOR THE REGULAR MEETING OF THE
BEAUTIFICATION COMMITTEE

Thursday, August 9th, 2018
8:00am

The Grand Experience (Upper Level)
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-2018-08

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 8:00am

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

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: Councillor Pat Dunn, 9:05am

Guests: Debra Soule, Chris Marshall

Regrets: Mark Ridout

Absent: Ryan Smith

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Sandra Falconer

Seconded By: Charlie McDonald

Resolved: That the agenda be adopted as circulated.

Carried BC2018-14

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Sandra Falconer

Seconded By: Jim Garbutt

Resolved: That the Minutes of June 12th, 2018 be approved.

Carried BC2018-15

3.0 DEPUTATIONS

3.1 DEBRA SOULE, ARTS, CULTURE & HERITAGE OFFICER

Re: Heritage Conservation District & Signage Applications in the Downtown

Discussion was had regarding the signage approval process for downtown businesses now that the Heritage Conservation District has been implemented. Only a few signs have been submitted for approval since the designation, and all have gone smoothly with the most recent exception of Hobbies & Beyond, who's sign is now approved. Debra Soule agreed that the process still needs to be streamlined, and additional staff will be able to approve signs in the event Debra is away. Conversation was had around the idea of training sign designers and graphic design companies in the guidelines so that they may be able to steer their clients in the right heritage direction before the sign design is submitted and subsequently denied. Melissa McFarland will begin to compile a list of local companies.

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 CHEST LEGACY FUND – NEW BANNER DESIGN

Current working design was presented to the committee and feedback was given. Edits will be made and sent out for comments before being placed on the Board agenda for approval.

5.2 URNS

5 were purchased and plans are being made for where they can be best utilized. Roy Purdy will be contacted to inquire if he would be willing to do the installations.

5.3 ASHTRAYS

12 were purchased and plans are also being made for where they can be best utilized.

5.4 OTHER ITEMS

An inquiry was made to who is responsible for the hydro pole lamps that run between the Friendly Dollar & Discount and the Valu-Mart lot, as both Mark Reid and the City claim not to be. An inquiry will be made to Hydro, as several of the lights are out and this pathway is very dark.

6.0 NEXT MEETING

Thursday, September 6th, 2018

8:00am

Big Brothers Big Sisters Boardroom

117 Kent Street West

7.0 ADJOURNMENT

Moved By: Sandra Falconer

Seconded By: Jim Garbutt

Resolved: That the Beautification Committee adjourns its regular meeting of August 9th, 2018 at 9:25am.

Carried BC2018-16



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

MINUTES FOR THE REGULAR MEETING OF THE BEAUTIFICATION COMMITTEE

**Thursday, September 6th, 2018
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-2018-09

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 8:00am

In Attendance: Steve Podolsky, Charlie McDonald, Sandra Falconer, Jim Garbutt, Mark Ridout

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: None

Absent: Councillor Pat Dunn, Ryan Smith, Bruce Kitching

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Jim Garbutt

Seconded By: Sandra Falconer

Resolved: That the agenda be adopted as circulated.

Carried BC2018-17

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Jim Garbutt

Seconded By: Mark Ridout

Resolved: That the Minutes of August 9th, 2018 be approved.

Carried BC2018-18

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 CHEST LEGACY FUND – NEW BANNER DESIGN

Discussion was held regarding the presented design. An edit will be made to the spacing. The target will be for the banners to be installed in November upon the removal of the Veterans banners.

Moved By: Charlie McDonald

Seconded By: Sandra Falconer

Resolved: That the Beautification Committee recommend the presented banner design to the Board of Directors for approval, at a cost of \$7232.00, which was received as a Legacy C.H.E.S.T. Fund grant in 2016.

Carried BC2018-19

5.2 WINTER PREP – FURNITURE, PLANTERS, FLAGS

Steve Podolsky will confirm with Bruce Kitching the date of the bench removal. The Canadian flags were removed early, as tearing was resulting from recent high winds. At the time that summer flowers are removed from the planters, Roy Purdy, formerly of Public Works has agreed to install the new planters before the winter greenery goes in. Sandra Falconer suggested that if the others could be checked at the same time, to see which may require tightening.

5.3 CHRISTMAS TREE

Dan Vanderzwet of Potash Creek Farms will be contacted for this year's Christmas Tree. The tree will need to go up early in the week of November 12th, as the Tree Lighting will occur on Friday, November 16th, and the Santa Claus Parade on Sunday the 18th. The possibility of purchasing bulk decorations from the Friendly Dollar & Discount was discussed. Melissa McFarland will contact owner Faisal Rasool to inquire.

5.4 OTHER ITEMS

Jim Garbutt has observed a crack in the pavement at #1 Kent. Ongoing weeding will still be necessary into fall, although the mulch is helping.

6.0 NEXT MEETING

Thursday, October 4th, 2018

8:00am

Big Brothers Big Sisters Boardroom, 117 Kent Street West

7.0 ADJOURNMENT

Moved By: Jim Garbutt

Seconded By: Mark Ridout

Resolved: That the Beautification Committee adjourns its regular meeting of September 6th, 2018 at 8:51am.

Carried BC2018-20



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

MINUTES FOR THE REGULAR MEETING OF THE BEAUTIFICATION COMMITTEE

**Thursday, October 4th, 2018
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-2018-10

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 8:06am

In Attendance: Steve Podolsky, Charlie McDonald, Jim Garbutt,
Mark Ridout, Bruce Kitching

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: None

Absent: Sandra Falconer, Councillor Pat Dunn, Ryan Smith

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 BC2018-21

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

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

Resolved: That the Minutes of September 6th, 2018 be approved.

Carried BC2018-22

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 WINTER PREP – FURNITURE, PLANTERS, FLAGS

Hanging baskets are down and the planter material will be removed shortly. The benches will come out sometime after the Santa Claus Parade on November 18th. Veterans banners are scheduled to start going up on Monday.

5.2 SNOW REMOVAL

Issues from previous winters and the responsibility of the property owner to clear the sidewalks following extreme or late-season snow/ice storms was discussed. Bruce Kitching will look into the possibility of making an exception to have the sidewalk plow clear the BIA geographical area in these unusual cases.

5.3 GRATES

Moved By: Jim Garbutt

Seconded By: Charlie McDonald

Resolved: That the Beautification Committee recommend to the Board of Directors that the old tree grates, currently in storage at the CKL St. David St. depot, be scrapped, and any proceeds be reassigned to the Beautification budget.

Carried BC2018-23

5.4 2019 PLANTING SCHEDULE

Discussion was had, upon feedback from the membership regarding the lack of planting for the autumn season. The committee agreed that the fall planting season is too short to be able to justify the cost of mums for every planter. It was agreed that the summer planter material should be removed much sooner, to allow for businesses to plant their own in the fall if they desire.

5.5 2019 LEGACY C.H.E.S.T. FUND

Moved By: Jim Garbutt

Seconded By: Charlie McDonald

Resolved: That the Beautification Committee recommend to the Board of Directors that an application be submitted to the Legacy C.H.E.S.T Fund for 48 new sign panels for the 4 BIA Welcome Signs.

Carried BC2018-24

5.6 HERITAGE SIGN

The potential sign design was received from Debra Soule, Arts, Culture & Heritage Officer. The committee viewed the overall design favourably, but requested that the detail of the downtown building actually reflect the facades of existing downtown buildings.

5.7 OTHER ITEMS

A recommendation was received from the Municipal Heritage Committee with a recommendation that the proposed winter banners use approved heritage colours. The committee acknowledges the recommendation but at this time, the banners have already been approved by the Board.

6.0 NEXT MEETING

Thursday, November 1st, 2018
8:00am
Big Brothers Big Sisters Boardroom
117 Kent Street West

7.0 ADJOURNMENT

Moved By: Charlie McDonald

Seconded By: Steve Podolsky

Resolved: That the Beautification Committee adjourns its regular meeting of October 4th, 2018 at 8:42am.

Carried BC2018-25



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

MINUTES FOR THE REGULAR MEETING OF THE
BEAUTIFICATION COMMITTEE

Thursday, November 1st, 2018
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-2018-11

1.0 CALL TO ORDER

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

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

Recording Secretary: Melissa McFarland

Late Arrivals: Ryan Smith (8:13am)

Early Departures: None

Guests: None

Regrets: None

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Mark Ridout

Seconded By: Sandra Falconer

Resolved: That the agenda be adopted as circulated.

Carried BC2018-26

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Mark Ridout

Seconded By: Pat Dunn

Resolved: That the Minutes of September 6th, 2018 be approved.

Carried BC2018-27

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 WINTER PREP – FURNITURE, PLANTERS, CHRISTMAS TREE

Bruce Kitching advised that the benches will be removed after the Santa Claus Parade on November 18th. The planters should have the winter greenery installed the week prior. The new urns are being installed by Public Works as soon as they are available. The Christmas Tree will be delivered and put up on Tuesday the 13th.

5.2 SNOW REMOVAL

Bruce Kitching advised that he may be able to make a single pass through the downtown geographical area in the event of extreme winter events. Maintenance of the sidewalks in front of vacant properties and in the lots will be closely monitored by Wayne English this winter.

5.3 GRATES

The bin will be secured for collection of the grates at Public Works some time in mid-November

5.4 HERITAGE SIGN

There is no update, as the correct file with the updated design was not sent to Melissa McFarland by Debra Soule before her holidays.

5.5 2019 BUDGET DISCUSSION

A general discussion of budget items for 2019 was held. Ideas for future projects included ways to beautify the 'parkette' area, such as a gateway sign in order to brand the lot as 'Reid's Parkette'; a gazebo for music and events, and a mural for the wall.

5.6 OTHER ITEMS

The Legacy C.H.E.S.T. Fund application for new sign panels was submitted.

Steve Podolsky and Jim Garbutt attended a meeting on October 30th with CKL Engineering, Economic Development and the Heritage Committee regarding the downtown reconstruction. A public meeting will be scheduled for December or January. The option of a median down Kent Street has been scrapped. York Street will remain open, but with bollards for future options. Downtown sidewalks were discussed and Accessibility prefers lighter reds and buff colours. Pavers are favoured over stamped concrete, but stamped concrete will likely be used for crosswalks. Options for landscaping were discussed, as well as the location of the fire hydrants. The recommendations for the design of the street lamps were received from various organizations and are being finalized. Carlie Arbour will send a list of design elements that the BIA may be able to give recommendations on so that we can look ahead.

6.0 NEXT MEETING

Thursday, December 6th, 2018

8:00am

Big Brothers Big Sisters Boardroom

117 Kent Street West

7.0 ADJOURNMENT

Moved By: Pat Dunn

Seconded By: Charlie McDonald

Resolved: That the Beautification Committee adjourns its regular meeting of November 1st, 2018 at 8:55am.

Carried BC2018-28



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
MARKETING COMMITTEE

Tuesday, January 9, 2018

6:00pm

The Olympia

106 Kent Street West, Lindsay, ON K9V 2Y4

Committee Members

Chair

Jill Trider

Voting Members

Rick Gorrill

Liz Grimes

Laura LeMiere

Rebekah McCracken

Leanna Segura

Ann Scarlett

Kate Westcott

MEETING #MC-2018-01

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 6:09

In Attendance: Jillian Trider, Rick Corrill, Laura LeMiere, Leanna Segura and Ann Scarlett

Recording Secretary: Tana Torch

Late Arrivals: None

Early Departures: None

Guests:

Regrets: Liz Grimes, Kate Westcott and Rebekah McCracken

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Rick Gorill

Seconded By: Laura LeMiere

Resolved: That the agenda be adopted as circulated.

Carried MC2018-01

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Ann Scarlett

Seconded By: Leanna Segura

Resolved: That the Minutes of the December 5th, 2017 Meeting be approved. **Carried MC2018-02**

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

Changes to the 2018 Marketing Committee are required to successfully execute new and recurring events within the Downtown. Each Marketing Committee member is required to join/participate in at least one “subcommittee” to assist with an event from start to finish. The Marketing Committee meetings will be re-evaluated to allow each working committee to discuss their event.

Classics on Kent is currently run by a separate committee, however the marketing committee would like assist with this event. Tana Torch to contact Charlie McDonald to discuss the possibility of the Marketing Committee assistance.

Karen Goodham from Collins Barrow has met with Tana Torch to discuss the possibility of having a full day event that encompasses Christmas on Kent and the parade. Tana Torch to contact Karen to invite to our next meeting.

Shop, Hop and Wine Walk can be bigger and better. Committee needs to be established shortly.

Discussion was held regarding other potential events for the 2018 season such as Mother’s Day Valentine’s Day, family day and Easter, as well as creating events on Facebook to help gain more interest.

Moved By: Rick Gorill

Seconded By: Ann Scarlett

Resolved: To run a Mother’s Day Social Media Campaign that will entitle the winner to a \$100.00 voucher to a restaurant of their choice and a \$50.00 credit to a Downtown BIA Flower shop.

Carried MC2018-03

Moved By: Laura LeMiere

Seconded By: Ann Scarlett

Resolved: To run a Valentine’s Day Sweet Heart Special Social Media Campaign, that will entitle the winner to a \$200.00 package (Dinner, flowers and movie tickets).

Carried MC2018-04

6.0 NEXT MEETING

Tuesday, February 6, 2018.

6:00pm

The Cat and Fiddle – 49 William Street North, Lindsay, ON

7.0 ADJOURNMENT

Moved By: Leanna Segura

Seconded By: Rick Gorill

Resolved: That the November 7th, 2017 meeting of the Marketing Committee adjourn at 7:00pm

Carried MC2018-05



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
MARKETING COMMITTEE

Tuesday, February 6, 2018
6:00pm

The Cat and Fiddle
49 William Street North, Lindsay

Committee Members

Chair

Jill Trider

Voting Members

Rick Gorrill

Liz Grimes

Laura LeMiere

Rebekah McCracken

Leanna Segura

Ann Scarlett

Kate Westcott

MEETING #MC-2018-02

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 6:14pm

In Attendance: Laura LeMiere, Leanna Segura, Ann Scarlett, Liz Grimes, Kate Westcott, & Rebekah McCracken.

Recording Secretary: Tana Torch

Late Arrivals: None

Early Departures: Rebekah McCracken (6:28pm)

Guests: Karen Goodham and Mark Mooney

Regrets: Jillian Trider and Rick Gorrill

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Leanna Segura

Seconded By: Laura LeMiere

Resolved: That the agenda be adopted as circulated.

Carried MC2018-06

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Kate Westcott

Seconded By: Laura LeMiere

Resolved: That the Minutes of the January 9, 2018 Meeting be approved.

Carried MC2018-07

3.0 DEPUTATIONS

3.01 Karen Goodham and Mark Mooney – Collin Barrow

Discussion was held in regards to holding Christmas on Kent in conjunction with the Collin Barrow Santa Claus Parade. The parade is held the third Sunday in November. Collin Barrow has between 30-40 volunteers that we may be able to pull from. Christmas on Kent would run from 11am – 2:00pm, followed by the parade which would start at 2:00 and concluding with the tree lighting ceremony at 5:00pm.

Moved By: Kate Westcott

Seconded By: Ann Scarlett

Resolved: Christmas on Kent will be held in conjunction with the Collin Barrow's Santa Claus parade the third Sunday of November.

Carried MC2018-08

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

Valentine's day contest has been posted.

5.0 NEXT MEETING

Tuesday, March 6, 6:00pm

The Cat and Fiddle – 49 William Street North, Lindsay, ON

6.0 ADJOURNMENT

Moved By: Leanna Segura

Seconded By: Liz Grimes

Resolved: That the January 9th, 2018 meeting of the Marketing Committee adjourn at 7:42pm

Carried MC2018-09



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
MARKETING COMMITTEE

Tuesday, March 6, 2018

6:00pm

**The Cat and Fiddle
49 William Street North, Lindsay**

Committee Members

Chair

TBD

Voting Members

Rick Gorrill

Liz Grimes

Laura LeMiere

Rebekah McCracken

Leanna Segura

Ann Scarlett

MEETING #MC-2018-03

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 6:09

In Attendance: Laura LeMiere, Leanna Segura, Ann Scarlett, Rick Gorrill & Rebekah McCracken.
Recording Secretary: Tana Torch
Late Arrivals: None
Early Departures: None
Guests: None
Regrets: Laura LeMiere and Liz Grimes
Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Leanna Segura

Seconded By: Rick Gorrill

Resolved: That the agenda be adopted as circulated.

Carried MC2018-10

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Rick Gorrill

Seconded By: Ann Scarlett

Resolved: That the Minutes of the February 6, 2018 Meeting be approved.

Carried MC2018-11

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

4.1 Kate Westcott resignation

5.0 OTHER OR NEW BUSINESS

5.1 NOMINATION OF CHAIR OF MARKETING COMMITTEE

Moved By: Ann Scarlett

Seconded By: Rebekah

Resolved: That Leanna Segura is now the Chair of the Marketing Committee

Carried MC2018-12

5.2 UPCOMING INITIATIVES/OTHER

The social media contest that ran for Valentine's Day didn't go as well as expected. There were only about 45 people that participated. The winner was contacted, but did not want to be announced on any Social Media outlets.

Discussion was held on having a Sidewalk sale on Friday, July 28th, from 7:00pm – 11:00pm. Tana Torch to contact Tracy to ask about running a full page ad in the paper. The marketing committee would supplement each business that would would like to take out ad space.

5.0 NEXT MEETING

Tuesday, April 3, 2018
The Olympia

6.0 ADJOURNMENT

Moved By: Leanna Segura

Seconded By: Rick Gorrill

Resolved: That the January 9th, 2018 meeting of the Marketing Committee adjourn at 7:02pm

Carried MC2018-13



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
MARKETING COMMITTEE

Tuesday, April 5th, 2018

6:00pm

Olympia Restaurant

106 Kent Street West, Lindsay

Committee Members

Chair

Leanna Segura

Voting Members

Rick Gorrill

Liz Grimes

Laura LeMiere

Rebekah McCracken

Ann Scarlett

MEETING #MC-2018-04

1.0 CALL TO ORDER

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

In Attendance: ---

Recording Secretary: Melissa McFarland, via the phone recording

Late Arrivals: ---

Early Departures: ---

Guests: ---

Regrets: ---

Absent: ---

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Liz Grimes

Seconded By: Leanna Segura

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

3.1 DROMOLAND PRESENTATION

Carried MC2018-14

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Mark Ridout

Seconded By: Laura LaMiere

Resolved: That the Minutes of the March 6, 2018 Meeting be approved.

Carried MC2018-15

3.0 DEPUTATIONS

3.1 DROMOLAND PRESENTATION

Discussion regarding a marketing partnership. Concerns with the business being outside the BIA cachement. Will be deferred until next meeting.

4.0 CORRESPONDENCE

4.1 LINDSAY CURLING CLUB

Renewal of rink sign.

5.0 OTHER OR NEW BUSINESS

Discussion of after hours shopping event tentatively scheduled for Friday, July 27th. Will be focus at next meeting.

5.0 NEXT MEETING

Tuesday, April 3, 2018
The Olympia

6.0 ADJOURNMENT

Moved By:

Seconded By:

Resolved: That the April 5th meeting of the Marketing Committee adjourn at 7:10pm.

Carried MC2018-16

Lindsay Downtown Business Improvement
Association
REGULAR MEETING OF THE
MARKETING COMMITTEE

**Tuesday, May 29, 2018
5:30pm**

The Grand Experience Restaurant

Committee Members

Chair

Leanna Segura

Voting Members

Mark Ridout

Rick Gorrill

Ann Scarlett

Laura LeMiere

Rebekah McCracken

Liz Grimes

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 5:41pm

In Attendance: Laura LeMiere, Leanna Segura, Mark Ridout, Ann Scarlett, Liz Grimes & Rebekah McCracken.

Recording Secretary: Leanna Segura (Temp position)

Late Arrivals: None

Early Departures: Rebekah McCracken

Guests: None

Regrets: None

Absent: Rick Gorrill

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Laura LeMiere **Seconded By:** Liz Grimes

2.2 DECLARATIONS OF PECUNIARY INTEREST

None

2.3 ADOPTION OF MINUTES

Moved By: Rebekah McCracken **Seconded By:** Ann Scarlett

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 UPCOMING “FUN FOUR HOURS” EVENT JULY 27th 6-10pm

Westerby Entertainment has been confirmed and they quoted \$500 from 6-10pm. They will throw in the smoke show and light show for free. They require \$200 deposit and weather dependant, if we cancel before noon the day of, we get \$100 back. If we cancel 4 weeks in advance, we will get a full refund. We will be required to put up a tent weather dependant as well. If weather is nice, they don't need a tent.

Mark: Thank you for changing sign to green it looks great and look forward to approaching businesses with your poster! Will you please contact Michael Bryant of Dromoland as I have messaged him twice with no response back for July 27th event. Will you also print those participant sheets (about 50 to start) so we can start handing out when we approach stores?

Rebekah: Thank you for reaching out to Tracy from This Week as well as Lisa from BOBFM. Full add \$1000 + \$250 for the mark your calendar ad. We also have option to do double spread with businesses paying for their own ad at \$125 on the 2nd page. Lisa has also offered us \$19.50 for 30 second commercial with room to go down in price once we present our plan. Rebekah, can you please forward me Tracy's info and Lisa's if she sent via email? Thank you!

Leanna: Mark Reid said we can use Parkette July 27th. I need to email Steve about Movie playing and popcorn donation/reduced cost. I still have to Reach out to Crayola and see if they will donate or sell sidewalk chalk cheaper. I am meeting with Rachel Monday to go over the plan and minutes and will ask about starting a FB Event once more details are ironed out. From Rachel we will also need budget, diagram stating who is part of BIA and Master List of BIA. I also talked to Dan about the grab bag idea and he told us to leave it with him.

Ann: Thank you for finding out price to provide 1 balloon for every store open that we could tie to the flower pots. (\$3 per miler green balloon) We will order by mid-June to give him time to order in.

Liz: Thank you for finding out details on Christy the face painter. Her rate is \$100/hr and she can do approx 30 kids within the hour. We are looking to hire her for 2 hours from 6-8 and will confirm Tuesday June 5th so we can confirm her. Liz also mentioned the idea "Why do you love our downtown Lindsay" and use this as a social media contest prior to event.

Laura: Thank you for going to the firehall and letting them know we are interested in having them be a part of our evening. Kevin Meijerink has the info and it sounds as though it is a go but we will confirm closer to. Can you also ask James if he would be interested in donating ice-cream either at store or over in parkette? Also, if you see Roderick, can you find out the price of a 1 page ad for the July edition of Lindsay Advocate?

6.0 NEXT MEETING

June 5th at The Grand Experience 5:30pm (300 spot)

7.0 ADJOURNMENT

Moved By: Mark Ridout **Seconded By:** Ann Scarlett

Resolved: That the May 29th, 2018 meeting of the Marketing Committee adjourn at 6:46pm



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

MINUTES FOR THE REGULAR MEETING OF THE
MARKETING COMMITTEE

Tuesday, June 5th, 2018

5:30 pm

The Grand Experience

Committee Members

Chair

Leanna Segura

Voting Members

Rick Gorrill

Mark Ridout

Liz Grimes

Laura LeMiere

Rebecca McCracken

Ann Scarlett

MEETING #MC-2018-06

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 5:47 pm

In Attendance: Leanna Segura, Liz Grimes, Rebecca McCracken, Ann Scarlett,

Recording Secretary: Rachel Thorn

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: Mark Ridout, Rick Gorrill, Laura LeMiere

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Liz Grimes **Seconded By:** Rebecca McCracken

Resolved: That the agenda be adopted as circulated.

Carried MC2018-14

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES (Meeting of Tuesday May 29th, 2018)

Moved By: Ann Scarlett **Seconded By:** Rebecca McCracken

Resolved: That the minutes be adopted as written.

Carried MC2018-15

3.0 DEPUTATIONS

4.0 CORRESPONDENCE

4.1 Doreen Sinclair from Habitat for Humanity

-Asked for \$25.00 gift certificates to distribute to teams.

-We need clarification on a team gift certificate or each person in a team gets a gift certificate.

5.0 OTHER OR NEW BUSINESS

5.2 Fun Four Hours

-Poster were done by Mark Ridout for solicitation to business regarding participation

-Map was given to all members of the committee by Rachel Thorn

-Marketing committee will wait for Leanna Segura to divide up the Downtown for solicitation

-Lindsay Advocate

- \$900.00 for full page, or \$170.00 per business if broken into 12 spots

- Website banner for no added cost for the month
- Instead of grab bags, sunglasses at \$3.20 were considered. As the logo could be printed on the side and multi-colours could be distributed to coincide with LGTB month/week
- Try and book face painter for 2-hours, from 6pm-8pm, this is weather dependant

5.3 Classics on Kent

- Want to have a list of hours for each store that will be open on the Sunday
- Retail Store and Restaurants

5.4 2018/19 Fall/Winter Kawartha Lakes Community Guide

Ad Contract Due: June 21, 2018

Art Work Due: June 26, 2018

- Ask if the half page ad is still available
- Change the fun-four-hours to orange and change the date
- Fall fun-four-hours will be October 5th, 2018

6.0 NEXT MEETING

Thursday June 21, 2018

5:30pm

Location: The Grand

7.0 ADJOURNMENT

Moved By: Leanna Segura **Seconded By:** Rebecca McCracken

Resolved: That the Marketing Committee adjourns its Regular meeting of June 5th, 2018 at 6:42 pm.

Carried MC2018-16



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

MINUTES OF THE MEETING OF THE
MARKETING COMMITTEE

Thursday, June 21st, 2018

5:30 pm

The Grand Experience

Committee Members

Chair

Leanna Segura

Voting Members

Rick Gorrill

Mark Ridout

Liz Grimes

Laura LeMiere

Rebecca McCracken

Ann Scarlett

MEETING #MC-2018-06

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 5:38 pm

In Attendance: Leanna Segura, Mark Ridout, Rick Gorrill, Laura LeMiere, Rebecca McCracken, Ann Scarlett

Recording Secretary: Rachel Thorn

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: Liz Grimes

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Ann Scarlet **Seconded By:** Laura LeMiere

Resolved: That the agenda be adopted as circulated.

Carried MC2018-17

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES (Meeting of Tuesday, June 5th, 2018)

Moved By: Ann Scarlett **Seconded By:** Laura LeMiere

Resolved: That the minutes be adopted as amended with Laura LeMiere listed under regrets.

Carried MC2018-18

3.0 DEPUTATIONS

4.0 CORRESPONDENCE

5.0 OTHER OR NEW BUSINESS

5.1 Fun Four Hours

Leanna and Mark visited each store asking for their participation in the Fun Four Hours event on July 27th from 6-10pm. Together they have secured 50 participating stores and need to finalize 8-10 more stores.

Leanna wanted to finalize the plan for the Fun Four Hours on July 21st. The following will happen:

-DJ playing music at the Parkette

-Face Painter from 6-8pm at the Parkette

-Sidewalk Chalk, either donated by Crayola or bought

-Mark and Leanna will go tomorrow and ask Crayola if they would like to donate the chalk

The following was discussed as promotional ideas:

- A-Frame from the BIA to use and will be placed by the DJ
- Mylar Balloons Qty. 60, from the Friendly Dollar Store, 1 for each participating store will be tied to the urn or other to show which stores will be participating.

-Tags, stickers, and postcards were discussed as Mark spoke about each item:

- Tags; will be used as a "marker" on in-store items as this can be used to prompt sales. This will be on a per-store bases.

3.5x3.5"

Qty. 5000, with punched hole, 1 sided with printed logo

\$222.43

- Stickers; will be used to place on bags or packaging to reinforce the branding

4x4" Square

Qty. 5000, with printed logo and UV coating

\$263.43

- Postcards; will be used to promote the event by slipping the card into the customers bag

4x6"

Qty. 5000, with printed logo, date and time

\$200.00

Total: \$685.86 for a Qty. of 15 000 promotional items

- Asking the Fire Department to have their truck in the Downtown with Sparky the Dog

-Having a Band at the #1 Kent at the end of Kent St. and Lindsay St. in the little parkette, or asking BobFM to setup the Bobmobile and broadcast live

- Full page ad in the newspaper on July 19th; Tracy to get the sponsorship ads to fill up the space.

We will provide the list of participating businesses

- 1/4 Page mark your calendar on July 12th

- Radio Ads; with potential sponsorship with BobFM

-Talked about getting a bouncy castle

-Asked Steve Podolsky about providing popcorn

-Talked about getting a mascot for the Downtown i.e. the Downtown Dog (Doug, Donald, Dave)

-The Tripe D

5.2 2018/19 Fall/Winter Kawartha Lakes Community Guide

6.0 NEXT MEETING

Tuesday, July 3, 2018

5:30pm

Location: The Olympia

7.0 ADJOURNMENT

Moved By: Leanna Segura **Seconded By:** Rebecca McCracken

Resolved: That the Marketing Committee adjourns its meeting of June 21th, 2018 at 6:41 pm.

Carried MC2018-19



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

MINUTES OF THE MEETING OF THE
MARKETING COMMITTEE

Tuesday, July 3rd, 2018
5:30pm

Olympia Restaurant
106 Kent Street West, Lindsay

Committee Members

Chair

Leanna Segura

Voting Members

Rick Gorrill

Mark Ridout

Liz Grimes

Laura LeMiere

Rebecca McCracken

Ann Scarlett

MEETING #MC-2018-09

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 5:33pm

In Attendance: Leanna Segura, Rick Gorrill, Mark Ridout, Liz Grimes, Laura LeMiere, Ann Scarlett

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: Rachel Thorne

Regrets: Rebecca McCracken

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Liz Grimes

Seconded By: Laura LeMiere

Resolved: That the agenda be adopted as circulated.

Carried RBM2018-22

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Rick Gorrill

Seconded By: Ann Scarlett

Resolved: That the minutes of the June 21st, 2018 Marketing Committee Meeting be approved.

Carried RBM2018-23

3.0 DEPUTATIONS

4.0 CORRESPONDENCE

5.1 BULLS & BIKES RODEO

Event organizers contacted the BIA in regards to promotion opportunities for the event taking place on July 21st at the LEX. The BIA has agreed to support the event by using the courtesy tickets they will provide to do a social media giveaway, and encourage any business owner who wants to decorate their windows in the rodeo theme, to do so.

5.0 OTHER OR NEW BUSINESS

5.1 BUDGET OVERVIEW

Year-to-date financials were presented.

5.2 FUN FOUR HOURS

Mark Ridout gave an update on the posters, tickers, tags and postcards. Materials will be distributed to downtown businesses, and other locations throughout the community over the next couple of weeks.

Melissa McFarland advised that the police have been contacted to provide foot patrol during the event.

Leanna Segura presented the mascot costume. Melissa McFarland will contact Lindsay Sportsline to have a t-shirt made for it.

Other conversations included possibilities for family entertainment. Melissa McFarland will contact Checkers for available services. Rick Gorrill will contact Critter Visits for a petting zoo. Mark Ridout requested that we attend the Bob FM Morning Show the week of the event. Melissa McFarland will schedule. Balloons have been ordered.

Discussion was had regarding a social media contest. 4 sets of \$50 Gift Certificates will be given away to entrants who like, share and tag two friends in the event promotion. Content will be boosted for additional reach. Mark Ridout will design content.

Melissa McFarland will send an email to membership asking for them to advise committee on any special events they may run during the event so that we can promote.

Melissa McFarland will coordinate the promotion to be advertised on the 4 BIA entrance signs.

5.3 HOLIDAY HOURS

Discussion was had on how to increase participation from businesses on the holiday hours survey. Melissa McFarland will be making edits to the contact list in the near future, and more brainstorming can be conducted.

6.0 NEXT MEETING

Special Meeting – Fun Four Hours
Tuesday, July 24th, 2018
5:30pm
The Cat & The Fiddle
49 William Street North

Regular Meeting
Tuesday, August 7th
5:30pm
Location TBD
Location TBD

7.0 ADJOURNMENT

Moved By: Mark Ridout

Seconded By: Laura LeMiere

Resolved: That the Marketing Committee adjourns its Regular meeting of July 3rd, 2018 at 6:50pm.

Carried RBM2018-24



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

MINUTES OF THE MEETING OF THE
MARKETING COMMITTEE

Tuesday, August 7th, 2018
5:30pm

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

Committee Members

Chair

Leanna Segura

Voting Members

Rick Gorrill

Mark Ridout

Liz Grimes

Laura LeMiere

Rebekah McCracken

Ann Scarlett

MEETING #MC-2018-10

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 5:38pm

In Attendance: Leanna Segura, Rick Gorrill, Laura LeMiere, Rebekah McCracken, Ann Scarlett

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: Leisha Newton

Regrets: Mark Ridout

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Rick Gorrill

Seconded By: Laura LeMiere

Resolved: That the agenda be adopted as circulated.

Carried RBM2018-25

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Rick Gorrill

Seconded By: Ann Scarlett

Resolved: That the minutes of the July 3rd, 2018 Marketing Committee Meeting be approved.

Carried RBM2018-26

3.0 DEPUTATIONS

3.1 LEISHA NEWTON, ECONOMIC DEVELOPMENT

Re: Downtown Reconstruction Marketing Strategies

Committee discussed strategies for marketing and communications during the reconstruction. Considerations included both being a communication liaison between the City and the downtown membership, as well as marketing to the public that the merchants are still open for business during the construction. Although the BIA membership may not as severely affected by the 2019 Peel & Russell reconstruction, the impact to delivery routes, access to parking lots and traffic will still have a significant impact. The City may be able to partner with assisting the BIA in marketing and communications. The committee discussed the priorities in communication, stressing that there must be a major focus on scheduling, with efforts made to avoid major outages during the prime opening hours, and significant notice given when it can't be avoided. This discussion will be ongoing through the winter, and especially after the public meeting hosted by engineering, likely sometime in October.

The City has featured segments on CHEX and will be interviewing the BIA for an upcoming slot.

OMAFRA will be hosting Downtown Revitalization training in Lindsay in late fall and will be inviting the BIA to participate in some of the activities.

4.0 CORRESPONDENCE

4.1 RENEWAL OF LINDSAY CURLING CLUB SIGN

Moved By: Leanna Segura

Seconded By: Ann Scarlett

Resolved: That the contract for advertising signage for the Lindsay Curling Club be renewed for the 2018-2019 season, and that a new sign with the current branding be designed and installed.

Carried RBM2018-27

5.0 OTHER OR NEW BUSINESS

5.1 BUDGET OVERVIEW

Year-to-date financials were presented.

5.2 SUMMER FUN FOUR HOURS WRAP-UP

Feedback from the membership was reviewed from the July 27th event, all positive. Discussion was had about the format, and where changes may be made for future events, including timing of the activities, and how traffic flow to the side streets could be improved.

5.3 FALL FUN FOUR HOURS

Confirmed date of October 5th. The petting zoo, face painter, obstacle course and DJ will be renewed. An additional bouncy castle will be rented for smaller children. Additional fall themed activities were discussed, and the Lindsay Lions Club will be contacted to inquire if they would be interested in hosting an activity. Advertising will be done in the Lindsay Advocate, ¼ ads in the Kawartha Lakes This Week, and additional funds will be put to social media boosting as it's believe that its where the majority of traffic originated from. Entertainment will be provided for the #1 Kent Parkette.

5.4 SHOP, HOP & WINE WALK

Discussion was held on the optimal date and format of the event because there are negative aspects to all formats that have been tried in past years. The committee agreed that the event may be better received in the spring, possibly rebranded as a version of a Fun Four Hours.

5.5 CHRISTMAS ON KENT

Melissa McFarland will be connecting with Collins Barrow this week to discuss how the two events can work well together. Further discussion will be had at the September meeting.

5.6 OTHER EVENTS/INITIATIVES

None

6.0 NEXT MEETING

Tuesday, September 4th, 2018
5:30pm
The Cat & the Fiddle,
49 William Street North

7.0 ADJOURNMENT

Moved By: Rick Gorrill

Seconded By: Leanna Segura

Resolved: That the Marketing Committee adjourns its Regular meeting of August 7th at 7:10pm.

Carried RBM2018-28



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

MINUTES OF THE MEETING OF THE
MARKETING COMMITTEE

Tuesday, September 4th, 2018
5:30pm

The Cat & The Fiddle
49 William Street North, Lindsay

Committee Members

Chair

Leanna Segura

Voting Members

Rick Gorrill

Mark Ridout

Liz Grimes

Laura LeMiere

Rebekah McCracken

Ann Scarlett

MEETING #MC-2018-10

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 5:34pm

In Attendance: Leanna Segura, Rick Gorrill, Mark Ridout, Liz Grimes, Laura LeMiere

Recording Secretary: Melissa McFarland

Late Arrivals: Rebekah McCracken (5:45pm)

Early Departures: Leanna Segura (6:36pm)

Guests: None

Regrets: Ann Scarlett

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Laura LeMiere

Seconded By: Mark Ridout

Resolved: That the agenda be adopted as circulated.

Carried RBM2018-29

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Rick Gorrill

Seconded By: Laura LeMiere

Resolved: That the minutes of the August 7th, 2018 Marketing Committee Meeting be approved.

Carried RBM2018-30

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

4.1 FUNDS FOR DOWNTOWN PROMOTION

City of Kawartha Lakes' Economic Development has \$5000 allotted for the promotion of downtown communities who have been through the Downtown Revitalization process. The committee had a preliminary discussion on how best to use the funds, but agreed that a promotion for holiday shopping in the downtown would be most beneficial. A holiday 'passport' contest was discussed. Melissa McFarland will investigate promotions done in other BIA's so that the committee can decide on a format and details.

5.0 OTHER OR NEW BUSINESS

5.1 BUDGET OVERVIEW

Year-to-date financials were presented.

5.2 FALL FUN FOUR HOURS

The committee discussed details of the upcoming events. It was agreed after considering all options, that outside vendors will not be permitted at this time.

The Lions Club will be having their meeting this week to decide if they would like to run the pumpkin decorating station at St. Andrew's church. Liz Grimes will organize the colouring contest.

A different DJ will be considered. Laura LeMiere will contact Van Halterens to inquire about the cost of equipment to decide if it would be beneficial to run the music ourselves. Melissa McFarland will contact Dave Bell, who DJ's for Classics on Kent to inquire about his prices.

Advertising was confirmed with the following campaigns:

Lindsay Advocate – Full Page – Completed

Kawartha Lakes This Week – ¼ Page, September 27th and sponsored 2 page, October 4th – Melissa McFarland to contact Tracy Richardson

BOB FM – same campaign as summer event, request Community Cruiser, and live on morning show - Melissa McFarland to contact Lisa Hogan & Dave Illman

Paper crowns have been ordered. Mark Ridout will begin work on the print advertising (posters, postcards, stickers & tags). Bouncy obstacle course and castle are confirmed. Petting zoo is confirmed. The Lindsay Library is participating with card sign ups, a take-home craft and a ring toss game.

A list of participants was reviewed and Mark Ridout and Leanna Segura will go business to business to confirm.

5.3 CHRISTMAS ON KENT

Details of the event were confirmed, with activities happening prior to the Santa Claus Parade on November 18th from 11:00am – 2:00pm. The Lions Club has offered to do gingerbread decorating as they did last year. Other discussed activities include horse drawn carriage rides, an ice carving demonstration, and a reading at the bookstore. Other ideas will be brainstormed before the next meeting.

5.4 OTHER EVENTS/INITIATIVES

The tree lighting will be separate from Christmas on Kent and will occur on Friday, November 16th from 5:30pm – 6:00pm. Discussed activities include a performance by the Living Christmas Tree performers, a warming station, photo ops with the cardboard cutouts and an appearance by Santa.

6.0 NEXT MEETING

Tuesday, October 2nd, 2018
5:30pm
The Cat & the Fiddle,
49 William Street North

7.0 ADJOURNMENT

Moved By: Rick Gorrill

Seconded By: Laura LeMiere

Resolved: That the Marketing Committee adjourns its Regular meeting of September 4th at 6:51pm.

Carried RBM2018-31



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

MINUTES OF THE MEETING OF THE
MARKETING COMMITTEE

Tuesday, October 2nd, 2018
5:30pm

The Cat & The Fiddle
49 William Street North, Lindsay

Committee Members

Chair

Leanna Segura

Voting Members

Rick Gorrill

Mark Ridout

Liz Grimes

Laura LeMiere

Rebekah McCracken

Ann Scarlett

MEETING #MC-2018-11

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 5:39pm

In Attendance: Leanna Segura, Mark Ridout, Laura LeMiere, Rebekah McCracken, Ann Scarlett

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: Liz Grimes

Absent: Rick Gorrill

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Ann Scarlett

Seconded By: Laura LeMiere

Resolved: That the agenda be adopted as circulated.

Carried RBM2018-32

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Rebekah McCracken

Seconded By: Mark Ridout

Resolved: That the minutes of the September 4th, 2018 Marketing Committee Meeting be approved.

Carried RBM2018-33

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

5.0 OTHER OR NEW BUSINESS

5.1 BUDGET OVERVIEW

Year-to-date financials were presented.

5.2 FALL FUN FOUR HOURS

Updates were given on the event this coming Friday. Logistics and locations of special events were discussed. Available committee members will meet at 10:00am on Friday to distribute the balloons to participating businesses.

5.3 CHRISTMAS ON KENT & TREE LIGHTING

The committee agreed that there should not be a Santa featured at the events so that it doesn't conflict with the parade festivities. The Lindsay Lions Club will be doing a gingerbread decorating station. Carriage rides are being investigated, Mark Ridout will contact the business in Nestleton. St. Andrews Church has been contacted to have the Living Christmas Tree performers perform at the Tree Lighting, but have not confirmed.

Discussion was had about the possibility of using the vacant space at 104 Kent St. as a warming station or for activities. Mark Ridout will contact Louis Karkabasis to inquire.

A suggestion was made to have a wrapping station for the holiday season, run by a variety of charities. More discussion will be had.

5.4 HOLIDAY PASSPORTS

The potential program was discussed and a mock-up was presented by Melissa McFarland. The possibility of funding by the City of Kawartha Lakes is still pending. The funding will determine the value of the prize, a large gift basket of assorted products and gift certificates, purchased at the participating businesses. Committee members will coordinate to get together to pitch the program to the membership.

5.5 2019 ADVERTISING

A package of advertising options was presented from Brelyn Advertising. The committee agreed not to participate in the Boat Show advertising, or the Trent-Severn Waterway publication, but will consider Exploring Lindsay when it's presented.

Moved By: Mark Ridout

Seconded By: Laura LeMiere

Resolved: That the Marketing Committee will provide an ad for the Trent-Severn Waterway map, at a cost of \$150.00

Carried RBM2018-34

Information was presented from CHEX/The Wolf/Fresh Radio for consideration of initiatives for next year.

5.6 OTHER EVENTS / INITIATIVES

None.

6.0 NEXT MEETING

Tuesday, October 23rd, 2018

5:30pm

Big Brothers Big Sisters Boardroom

117 Kent Street West

7.0 ADJOURNMENT

Moved By: Mark Ridout

Seconded By: Ann Scarlett

Resolved: That the Marketing Committee adjourns its Regular meeting of October 2nd at 6:52pm.

Carried RBM2018-35



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

MINUTES OF THE MEETING OF THE
MARKETING COMMITTEE

Tuesday, October 23rd, 2018
5:00pm

BIA / BBBS Boardroom
117 Kent Street West

Committee Members

Chair

Leanna Segura

Voting Members

Rick Gorrill

Mark Ridout

Liz Grimes

Laura LeMiere

Rebekah McCracken

Ann Scarlett

MEETING #MC-2018-12

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 5:05pm

In Attendance: Leanna Segura, Mark Ridout, Liz Grimes, Laura LeMiere, Rebekah McCracken, Ann Scarlett

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: Rick Gorrill

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Mark Ridout

Seconded By: Laura LeMiere

Resolved: That the agenda be adopted as circulated.

Carried RBM2018-36

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Liz Grimes

Seconded By: Mark Ridout

Resolved: That the minutes of the September 4th, 2018 Marketing Committee Meeting be approved.

Carried RBM2018-37

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

5.0 OTHER OR NEW BUSINESS

5.1 BUDGET OVERVIEW

Year-to-date financials were presented.

5.2 TREE LIGHTING & CHRISTMAS ON KENT

The Tree Lighting is Friday, November 16th. The Lindsay East Lions Club will be giving away hot chocolate. Dave Bell is scheduled to DJ. The choir from St. Andrews Living Christmas Tree will come and do a couple of numbers. Event pages will be created for both.

Christmas on Kent is Sunday, November 18th. The ice carver is confirmed. Gift boxes will go over the planters, and the cut-outs will be brought out as well. Difficulties have been had with coordinating the horse drawn carriage, and therefore we won't be having this activity. A Mrs Claus will be secured for both events, and a tacky Christmas sweater will be purchased for the Downtown Dog.

5.3 HOLIDAY PASSPORTS

Passports have been mocked up. Printing was discussed and 10,000 will be ordered. Pitching to the businesses will take place on Tuesday, for any committee members available. Items will be purchased from every participating location to total a \$1000 gift basket. Advertising on BOB FM will take place during a live broadcast.

5.5 2019 ADVERTISING

As a follow up from September's meeting, the package for the Exploring Lindsay publication was reviewed and agreed to renew for the 2019 season.

A package of digital advertising options was reviewed from Kawartha Lakes This Week.

5.6 OTHER EVENTS / INITIATIVES

None.

6.0 NEXT MEETING

Tuesday, November 13th, 2018
5:30pm
Big Brothers Big Sisters Boardroom
117 Kent Street West

7.0 ADJOURNMENT

Moved By: Mark Ridout

Seconded By: Ann Scarlett

Resolved: That the Marketing Committee adjourns its Regular meeting of October 23rd at 6:12pm.

Carried RBM2018-



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

MINUTES OF THE MEETING OF THE
MARKETING COMMITTEE

Tuesday, December 4th, 2018
5:00pm

BIA / BBBS Boardroom
117 Kent Street West

Committee Members

Chair

Leanna Segura

Voting Members

Rick Gorrill

Mark Ridout

Liz Grimes

Laura LeMiere

Rebekah McCracken

Ann Scarlett

MEETING #MC-2018-14

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 5:23pm

In Attendance: Leanna Segura, Mark Ridout, Laura LeMiere, Rick Gorrill

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: Liz Grimes, Rebekah McCracken, Ann Scarlett

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Laura LeMiere

Seconded By: Mark Ridout

Resolved: That the agenda be adopted as circulated.

Carried RBM2018-39

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Rick Gorrill

Seconded By: Mark Ridout

Resolved: That the minutes of the September 4th, 2018 Marketing Committee Meeting be approved.

Carried RBM2018-40

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

5.0 OTHER OR NEW BUSINESS

5.1 BUDGET OVERVIEW

Year-to-date financials were presented.

5.2 2019 COMMITTEE

Discussion was held on possible recruitments and committee structure for the new year.

5.3 HOLIDAY PASSPORTS

Program is running extremely well. Shopping for the prize baskets will take place on Tuesday, Wednesday and Thursday of the following week at 2:00pm from the retailers. Gift certificates from the restaurants and services have already been purchased. Kent Florist will sell us large baskets at cost, and provide the cellophane.

5.4 OTHER EVENTS / INITIATIVES

Discussion on the Downtown Gift Certificates was held and it was by agreement of the committee that the program will be temporarily suspended, as record keeping through 2017 was not performed well. By the best estimation, all issued gift certificates should expire by June 30th, 2019, at which time the program can be revisited.

6.0 NEXT MEETING

Tuesday, January 8th, 2018
5:00pm
Big Brothers Big Sisters Boardroom
117 Kent Street West

7.0 ADJOURNMENT

Moved By: Laura LeMiere

Seconded By: Mark Ridout

Resolved: That the Marketing Committee adjourns its Regular meeting of October 23rd at 6:30pm.

Carried RBM2018-41



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE PARKING COMMITTEE

**Tuesday, January 09, 2018
7:30am**

**Big Brother Big Sisters Board Room
117 Kent Street West, Lindsay**

Committee Members

Co-Chair
Steve Podolsky

Co-Chair
Steve Turner

Voting Members

Dan Burns Jim Garbutt
Charlie McDonald Tim White
Councillor Isaac Breadner
Councillor Pat Dunn
Councillor Gord James

MEETING #PC-2018-01

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 7:42am

In Attendance: Steve Podolsky, Steve Turner, Dan Burns, Jim Garbutt, Charlie McDonald & Councillor Isaac Breadner.

Recording Secretary: Tana N. Torch

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: Councillor Gord James and Pat Dunn

Absent: Tim White

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: **Seconded By:** Isaac Breadner

Resolved: That the agenda be adopted as circulated.

Carried PC2018-01

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

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

Resolved: That the Meeting Minutes of November 21st, 2017 be adopted.

Carried PC2018-02

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

5.0 OTHER OR NEW BUSINESS (PARKING)

5.1 DOWNTOWN PARKING ENFORCEMENT

Steve Podolsky and Charlie McDonald attended a council meeting on December 13, 2017 to present a deputation on behalf of the Parking Committee to assume responsibilities of Downtown Parking Enforcement with a monetary value of \$35,000. Council approved such responsibilities and approved funding for \$20,000.

The committee is to put together a master plan that will encompass a job description, job post, interview and monetary features.

Tana Torch will come up with a brief job description and various monetary breakdowns and will send out to committee for feedback.

Various ideas, thoughts and processes were discussed.

Move By: Steve Podolsky

Seconded By: Jim Garbutt

Resolved: Recommendation to hire an individual for Parking Enforcement within the Downtown BIA catchment area, and to create a job description, post job description and interview for the above mentioned position.

Carried PC2018-03

5.2 DOWNTOWN PARKING & USAGE

No Update

5.3 MULTI-LEVEL PARKING & TRANSIT HUB

No Update

5.4 OTHER ITEMS

No Update

6.0 NEXT MEETING

Tuesday, February 13, 2018.

7:30am

The Grand Experience (Upper Level)

177 Kent Street West

7.0 ADJOURNMENT

Moved By: Dan Burns

Seconded By: Jim Garbutt

Resolved: That the January 9th, meeting of the Parking Committee is adjourned at 8:37am.

Carried PC2018-04



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
PARKING COMMITTEE

Tuesday, February 13, 2018
7:30am

Big Brother Big Sisters Board Room
117 Kent Street West, Lindsay

Committee Members

Co-Chair
Steve Podolsky

Co-Chair
Steve Turner

Voting Members

Dan Burns Jim Garbutt
Charlie McDonald Tim White
Councillor Isaac Breadner
Councillor Pat Dunn
Councillor Gord James

MEETING #PC-2018-02

1.0 CALL TO ORDER

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

In Attendance: Steve Podolsky, Steve Turner, Dan Burns, Jim Garbutt, Councillor Gord James, Councillor Isaac Breadner, Councillor Pat Dunn and Tim White.

Recording Secretary: Tana N. Torch

Late Arrivals: None

Early Departures: None

Guests: Nicki Dedes, Janice Silverthorne & Bernard Finney

Regrets: Charlie McDonald

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Tim White

Seconded By: Gord James

Resolved: That the agenda be adopted as circulated.

Carried PC2018-05

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Jim Garbutt

Seconded By: Tim White

Resolved: That the Meeting Minutes of January 9th, 2018 be adopted.

Carried PC2018-06

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS (PARKING)

5.1 DOWNTOWN PARKING ENFORCEMENT OFFICER

The job posting for the Mobile Enforcement office has been posted on Facebook and Indeed. There are currently over 100 hundred resumes that have been submitted.

5.2 MINOR VARIANCES – GRAND HOTEL

A Minor variance hearing for the Grand is set for Thursday, February 15, 2018 at 1:00pm at City Hall in the Victoria Hall. Ian Walker, Planner for the City of Kawartha Lakes would like to hear from the Parking Sub-Committee prior to the notice hearing.

Moved By: Tim White

Seconded By: Jim Garbutt

Resolved: The Lindsay Downtown BIA – Parking Sub-Committee is in favour of this development in the downtown core, as well as the removal of one loading dock and the reduction of the four (4) metre setback. However, there is a significant concern with general parking spaces, elimination of accessible spaces, as well as the cost-in-lieu per parking space that was determine by the city.

Carried PC2018-07

Steve Podolsky is to attend the hearing on behalf of the BIA and the Parking Sub-Committee.

Tana Torch will send out minor variance notification to all membership. Should anyone within the BIA membership wish to speak in favour or should they have concerns about the variance they will be directed to speak at the hearing.

Discussion was held regarding the cost of in lieu parking costs and building a parking garage within the downtown in conjunctions with the City of Kawartha Lakes Transit Committee and the Gas Tax initiative.

6.0 NEXT MEETING

Tuesday, March 6, 2018

7:30am

The Grand Experience (Upper Level)

177 Kent Street West

7.0 ADJOURNMENT

Moved By: Isaac Breadner

Seconded By: Steve Turner

Resolved: That the February 13, 2018 meeting of the Parking Committee is adjourned at 9:07am.

Carried PC2018-04



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE PARKING COMMITTEE

**Tuesday, March 13, 2018
7:30am**

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

Committee Members

Co-Chair
Steve Podolsky

Co-Chair
Steve Turner

Voting Members

Dan Burns Jim Garbutt
Charlie McDonald Tim White
Councillor Isaac Breadner
Councillor Pat Dunn
Councillor Gord James

MEETING #PC-2018-03

1.0 CALL TO ORDER

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

In Attendance: Charlie McDonald, Steve Podolsky, Steve Turner, Jim Garbutt, Councillor Isaac Breadner, Councillor Pat Dunn and Tim White.

Recording Secretary: Tana N. Torch

Late Arrivals: Councillor Gord James (7:39am)

Early Departures: None

Guests: None

Regrets: Dan Burns

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Tim White

Seconded By: Isaac Breadner

Resolved: That the agenda be adopted as circulated.

Carried PC2018-08

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Pat Dunn

Seconded By: Tim White

Resolved: That the Meeting Minutes of February 13, 2018 be adopted.

Carried PC2018-09

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

4.1 COMMITTEE OF ADJUSTMENT – NOTICE OF DECISION

Discussion was held regarding the Notice of Decision 177 Kent Street. There were four (4) issues that constituted the decision.

1. Setbacks
2. Loading Docks
3. Accessible Parking Spaces
4. Reduction of parking spaces from 167 to 67.

The owner of 177 Kent Street has now pulled out of the project and the issues will not be going to Council for discussion.

5.0 OTHER OR NEW BUSINESS (PARKING)

5.1 DOWNTOWN PARKING ENFORCEMENT OFFICER

Discussion was held regarding the potential parking enforcement officer. There have been over 300 applicants. Tana Torch has screened all applicants and pulled together a list of potential candidates. The top three candidates are retired Lindsay Police Officers. Charlie McDonald and Steve Podolsky will set up interview shortly.

A media release will be drafted about the new enforcement officer within the downtown.

Job sharing between two candidates was discussed, to allow for holidays, sick days etc. The position will be 5 days a week and the City will be giving the BIA \$20,000 per year for two years for the Pilot program.

Tana Torch to set up meeting between BIA and Ron Taylor, Chris Marshall and Aaron Sloan to set up by-laws between the BIA and CKL for the enforcement officer.

5.2 DOWNTOWN PARKING STRUCTURE

Mayor Andy Letham had mentioned that there may be 6 Million dollars available for a future parking structure. However, it is believed that this will run alongside the CKL Masterplan.

6.0 NEXT MEETING

Tuesday, April 10, 2018
7:30am
The Grand Experience (Upper Level)
177 Kent Street West

7.0 ADJOURNMENT

Moved By: Gord James

Seconded By: Pat Dunn

Resolved: That the March 13, 2018 meeting of the Parking Committee is adjourned at 8:35am.

Carried PC2018-10



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

MINUTES OF THE REGULAR MEETING OF THE PARKING COMMITTEE

Tuesday, March 13, 2018

7:30am

The Grand Experience (Upper Level)

177 Kent Street West, Lindsay

Committee Members

Co-Chair

Steve Podolsky

Co-Chair

Steve Turner

Voting Members

Dan Burns Jim Garbutt

Charlie McDonald Tim White

Councillor Isaac Breadner

Councillor Pat Dunn

Councillor Gord James

MEETING #PC-2018-03

1.0 CALL TO ORDER

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

In Attendance: Charlie McDonald, Steve Podolsky, Steve Turner, Jim Garbutt, Councillor Isaac Breadner, Councillor Pat Dunn and Tim White.

Recording Secretary: Tana N. Torch

Late Arrivals: Councillor Gord James (7:39am)

Early Departures: None

Guests: None

Regrets: Dan Burns

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Tim White

Seconded By: Isaac Breadner

Resolved: That the agenda be adopted as circulated.

Carried PC2018-08

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Pat Dunn

Seconded By: Tim White

Resolved: That the Meeting Minutes of February 13, 2018 be adopted.

Carried PC2018-09

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

4.1 COMMITTEE OF ADJUSTMENT – NOTICE OF DECISION

Discussion was held regarding the Notice of Decision 177 Kent Street. There were four (4) issues that constituted the decision.

1. Setbacks
2. Loading Docks
3. Accessible Parking Spaces
4. Reduction of parking spaces from 167 to 67.

The owner of 177 Kent Street has now pulled out of the project and the issues will not be going to Council for discussion.

5.0 OTHER OR NEW BUSINESS (PARKING)

5.1 DOWNTOWN PARKING ENFORCEMENT OFFICER

Discussion was held regarding the potential parking enforcement officer. There have been over 300 applicants. Tana Torch has screened all applicants and pulled together a list of potential candidates. The top three candidates are retired Lindsay Police Officers. Charlie McDonald and Steve Podolsky will set up interview shortly.

A media release will be drafted about the new enforcement officer within the downtown.

Job sharing between two candidates was discussed, to allow for holidays, sick days etc. The position will be 5 days a week and the City will be giving the BIA \$20,000 per year for two years for the Pilot program.

Tana Torch to set up meeting between BIA and Ron Taylor, Chris Marshall and Aaron Sloan to set up by-laws between the BIA and CKL for the enforcement officer.

5.2 DOWNTOWN PARKING STRUCTURE

Mayor Andy Letham had mentioned that there may be 6 Million dollars available for a future parking structure. However, it is believed that this will run alongside the CKL Masterplan.

6.0 NEXT MEETING

Tuesday, April 10, 2018
7:30am
The Grand Experience (Upper Level)
177 Kent Street West

7.0 ADJOURNMENT

Moved By: Gord James

Seconded By: Pat Dunn

Resolved: That the March 13, 2018 meeting of the Parking Committee is adjourned at 8:35am.

Carried PC2018-10



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

MINUTES FOR THE REGULAR MEETING OF THE PARKING COMMITTEE

Tuesday, June 12th, 2018

7:30am

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

Committee Members

Co-Chair

Steve Podolsky

Co-Chair

Steve Turner

Voting Members

Dan Burns Jim Garbutt

Charlie McDonald Tim White

Councillor Isaac Breadner

Councillor Pat Dunn

Councillor Gord James

City of Kawartha Lakes Liaison

Aaron Sloan

MEETING #PC-2018-06

1.0 CALL TO ORDER

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

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

Recording Secretary: Rachel Thorn

Late Arrivals: Dan Burns, Ian Walker

Early Departures: None

Guests: Ron Taylor, Adam Found, Joseph Found, Wayne English

Regrets: Jim Garbutt

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Tim White

Seconded By: Steve Turner

Resolved: That the agenda be adopted as circulated.

Carried PC2018-11

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES (Meeting of Tuesday, May 8th, 2018) - DEFERRED

3.0 DEPUTATIONS

3.1 Ron Taylor

- Development and Long-Term Parking Study through request of City Council
- Gave a presentation about the need for a Downtown Parking Strategy
- The need to develop a specific strategy for parking, how and where strategy is needed, the cost of a parking space, and how to expand parking to meet the needs of the expanding population and commercial demand
- At peak Lindsay can be at 70-80% full for parking spaces and will reach 100% if action is not taken
- Spoke about Fenelon Falls, Bobcaygeon, and Lindsay having an extensive parking study completed

3.2 Adam Found

- 2 Key Documents are guiding for long-term planning:
 - Growth Management Strategy (Provincially Mandated Growth)
 - Transportation Master Plan (Plan Transportation Network including Parking Assets)
- Provided the same slide show presented to the City Council in late April
- Expected growth of the City by 2031 will be 100,000 and 2041 of 107,000

- Transportation Master Plan forecasts Downtown parking spaces to be 264 for Lindsay, 210 and 57 for Fenelon Falls and Bobcaygeon respectively, this was a high level overview for numbers
- Study will look at Lindsay, Fenelon Falls, and Bobcaygeon for growth in these urban areas and parking to accommodate the growth
- A recommendation for a parking study to further understand the current state of parking, parking issues, develop recommended parking models and solutions, and benchmark with other municipalities and industry best practises
- Reviewed Table 1: Municipal Parking Capacity and Utilization in Downtown Lindsay: 2014 vs. 2018
Via file: Need for a Downtown Parking Strategy.pdf
By: Adam Found
- Kent Street was reconfigured to allow for 17 more parking spaces, however losses at Victoria Ave because of transit hub relocation and M4 Lot York St. N. (River Wineworks) was not renewed by owner, and this resulted in losing 13 parking spaces
- Therefore there was only a gain of 4 parking spaces
- 61% utilization in 2014 during peak business hours (10am – 2pm) and the Downtown is currently at 81% for 2018
- Population growth in Lindsay has increase pressure for parking in the Downtown
- Data suggest that by the elimination of paid parking has increased the use of Downtown parking
- Long-term financial plan to forecast a general need for major expansion to municipal parking in the Downtown for 2023
- Cost of the study to be \$100,000 by estimates. This cost is estimates to be recoverable (67.5%) through development charges and economic development reserve
- Consultant will be needed and retained through a Request for Proposal process and will engage the stakeholders and the general public
 - Hoping to have consultant by end of July
 - Team made up of By-Law Enforcement, Public Works, Economic Development, and Corporate Assets
 - Ready for study to be presented next Summer
 - Brought forth to the City Council
- BIA and stakeholders to be consulted in process

Questions:

Isaac Breadner

- Suggest that a small portion of the \$100,000 be given to the BIA to offset the cost of the parking enforcement officer as he has the first-hand experience with parking in the Downtown

Charlie McDonald

- Asked how the \$100,000 will be use if we already know that we are at 80%

Answer from Adam Found

- Utilization is a small component on the study
- Have the consultant verify the information
- Work closely with Wayne English and Aaron Sloan for data

- Remarks are less about Lindsay and more about Fenelon Falls and Bobcayegon
- Use the money to develop solutions vs. collection of data
- Current and future needs for parking in the Downtown
- On and off street, municipality and privately owned, structured and surface and above, and below ground parking

Tim White

- 264 spaces seems like a really low number given the Kent development is short 100 spaces

Answer from Adam Found

- Number was taken from the Master transportation plan in 2011 and the need is more as we know

Isaac Breadner

- What's the goal of the study as he feels this will show a need for paid parking in the Downtown

Answer from Ron Taylor

- This study will provide: what the need for parking will be and what options are there to fill that need
- What is the cause of the demand for parking and what will be the growth over years to come
- Downtown will not get any larger however, outside pressure from other expansion will attribute a Downtown parking problem
- Revenue options to help pay for the parking as we know we need to go up (parking structure) and not out

Steve Pololsky

- Will there be public consultation on parking

Answer from Adam Found

- Absolutely and more than one as the BIA, stakeholders, residents, and the public needs to be involved

Gord James

- Transit shelter and gas tax is there a possible partnership

Answer from Adam Found

- Included in terms of reference
- Will work with the transit committee and Fleet Transit

Isaac Breadner

- Will the study include and potential sites for parking structure
- Identify public or privately own land that can be turned into a parking structure and the zoning laws that attribute to the land

Answer from Ron Taylor

- Will look at how far people will walk from the parking structure to work vs. for shopping as the parking structure will most likely not be in the Downtown as the BIA boundary sits now

Ron Taylor

- Would like to come back for the August meeting with the consultant for a meet and greet

3.3 Aaron Sloan

4.0 CORRESPONDENCE

5.0 OTHER OR NEW BUSINESS

-From the meeting with Ron Taylor, Adam Found, and Aaron Sloan we would like to see that the BIA parking committee is involved with the parking study and will provide any information necessary.

-No paid parking on the Street

-That the cost of the study is made public so that the public knows that Lindsay is not receiving all the benefits and Fenelon Falls and Bobcaygeon will be receiving most of the \$100,000 attention

6.0 REPORTS

6.1 Parking Enforcement Officer - Wayne English

-Scanned 1641 vehicles and given out 125 tickets (7.62%)

-Counts on the machine to be retrieved and used for the BIA and study

-It's important to be visible and keep an eye on parking

-Everyone has been generally accepting of the enforcement officer

-Peak times such as lunchtime the Downtown is full

7.0 NEXT MEETING

Tuesday, July 10th, 2018

7:30am

The Grand Experience (Upper Level)

177 Kent Street West

8.0 ADJOURNMENT

Moved By: Isaac Breadner **Seconded By:** Tim White

Resolved: That the Parking Committee adjourns its Regular meeting of June 12th, 2018 at 8:41 am.

Carried PC2018-12



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

MINUTES FOR THE REGULAR MEETING OF THE PARKING COMMITTEE

**Tuesday, July 10th, 2018
7:30am**

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

Committee Members

Co-Chair
Steve Podolsky

Co-Chair
Steve Turner

Voting Members

Dan Burns

Jim Garbutt

Charlie McDonald

Tim White

Councillor Isaac Breadner Councillor Pat Dunn

Councillor Gord James

CKL By-Law Liaison
Aaron Sloan

LDBIA Community Liaison
Wayne English

MEETING #PC-2018-07

1.0 CALL TO ORDER

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

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

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: Dan Burns

Absent: Steve Turner, Tim White

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Pat Dunn

Seconded By: Isaac Breadner

Resolved: That the agenda be adopted as circulated.

Carried PC2018-11

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Isaac Breadner

Seconded By: Pat Dunn

Resolved: That the Minutes of the June 7th, 2018 Beautification Committee Meeting be approved.

Carried PC2018-12

3.0 DEPUTATIONS

4.0 CORRESPONDENCE

Received from Kate Westcott, owner of Kate & Co Home Accents, with concerns regarding patrons of the Legion parking along York Street North, when the Legion's parking lot is full. This prevents large vehicles, such as delivery trucks, to be able to navigate northbound on York Street, causing them to have to back up out of the one way street onto Kent Street. Kate Westcott is concerned about her ability to receive deliveries in the future if the trucks are not able to navigate properly. Her inquiries to the Municipal By-Law Enforcement have been unsatisfactory.

Wayne English spoke to the situation, which he was already aware of. Temporary wooden parking signs had been placed along York Street after construction had been done, then were demolished. He was advised that new, permanent signs would be installed in the immediate future. He will follow up with By-Law, and Kate Westcott in regard to this.

5.0 REPORTS

5.1 COMMUNITY LIASON – WAYNE ENGLISH

June 2018 reports were provided, along with parking utilization counts. Committee members agreed that while having the full, detailed reports available is valuable to the program, only the overviews need to be presented each month. Wayne English will provide reports to Melissa McFarland prior to the monthly meeting so that they may be included in the agenda package.

6.0 OTHER OR NEW BUSINESS

6.1 DOWNTOWN PARKING

Discussion was had regarding the utilization. Counts are frequently low in the area of Lot 13 (adjacent to the intersection of Lindsay Street South and Ridout Street), which affects the overall utilization statistics. Ideas were discussed on how this area could be better utilized, including assigned permit parking, or reduced rates for permits in this lot.

Other discussions included parking spaces being placed back in the former transit hub on William Street South by TD Bank, potential usage of the former Irish House lot, and the efficiency of the intersection of Kent Street West / Lindsay Street North & South, and Ridout Street.

Moved By: Isaac Breadner

Seconded By: Pat Dunn

Resolved: That the Parking Committee recommends to the Board of Directors that a letter of support be written to encourage the intersection of Kent Street West / Lindsay Street North & South, and Ridout Streets be reconfigured so that traffic may proceed in all directions; and that smart lights be installed during the downtown reconstruction, so that the light allowing traffic to proceed from Ridout Street will only activate when traffic is present.

Carried PC2018-13

6.2 OTHER ITEMS

None.

7.0 NEXT MEETING

Tuesday, August 14th, 2018

7:30am

The Grand Experience (Upper Level)

177 Kent Street West

8.0 ADJOURNMENT

Moved By: Jim Garbutt

Seconded By: Pat Dunn

Resolved: That the Parking Committee adjourns its Regular Meeting of July 10th, 2018 at 8:37am.

Carried PC2018-14



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

MINUTES FOR THE REGULAR MEETING OF THE PARKING COMMITTEE

**Tuesday, August 14th, 2018
7:30am**

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

Committee Members

Co-Chair

Steve Podolsky

Co-Chair

Steve Turner

Voting Members

Dan Burns

Jim Garbutt

Charlie McDonald

Tim White

Councillor Isaac Breadner Councillor Pat Dunn

Councillor Gord James

CKL By-Law Liaison

Aaron Sloan

LDBIA Community Liaison

Wayne English

MEETING #PC-2018-08

1.0 CALL TO ORDER

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

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

Recording Secretary: Melissa McFarland

Late Arrivals: None
Early Departures: Wayne English (8:05am)
Guests: Nicki Dedes (8:00am)
Regrets: Dan Burns
Absent: None

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 PC2018-13

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 10th, 2018 Beautification Committee Meeting be approved.

Carried PC2018-14

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 REPORTS

5.1 COMMUNITY LIASON – WAYNE ENGLISH

Parking Reports for the month of July submitted. Please see agenda package or request a copy from the Lindsay Downtown BIA.

6.0 OTHER OR NEW BUSINESS

6.1 DOWNTOWN PARKING

Reports are missing the Vehicles Timed & Tickets Issues stats for July, which are to be provided by Aaron Sloan. Melissa McFarland will follow up, and request that from this point forward that all reports be submitted prior to the monthly meeting.

Aaron Sloan will be requested to attend September's meeting to touch base on the program.

Chris Stubbings has been hired as Community Liaison relief. He has begun training with Wayne English.

6.2 OTHER ITEMS

None

7.0 NEXT MEETING

Tuesday, September 11th, 2018

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 Parking Committee adjourns its Regular Meeting of August 14th, 2018 at 8:11am.

Carried PC2018-15



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

MINUTES FOR THE REGULAR MEETING OF THE **PARKING COMMITTEE**

Tuesday, September 11th, 2018

7:30am

The Grand Experience (Upper Level)

177 Kent Street West, Lindsay

Committee Members

Co-Chair

Steve Podolsky

Co-Chair

Steve Turner

Voting Members

Dan Burns

Jim Garbutt

Charlie McDonald

Tim White

Councillor Isaac Breadner Councillor Pat Dunn

Councillor Gord James

CKL By-Law Liaison

Aaron Sloan

LDBIA Community Liaison

Wayne English

MEETING #PC-2018-09

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 7:31am

In Attendance: Steve Podolsky, Steve Turner, Charlie McDonald, Tim White, Councillor Isaac Breadner, Councillor Pat Dunn, Councillor Gord James, Aaron Sloan, Wayne English

Recording Secretary: Melissa McFarland

Late Arrivals: Jim Garbutt (7:34am), Dan Burns (7:37am)

Early Departures: None

Guests: Chris Stubbings

Regrets: None

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Isaac Breadner

Seconded By: Charlie McDonald

Resolved: That the agenda be adopted as circulated.

Carried PC2018-16

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Isaac Breadner

Seconded By: Steve Turner

Resolved: That the Minutes of the August 14th, 2018 Beautification Committee Meeting be approved.

Carried PC2018-17

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 REPORTS

5.1 COMMUNITY LIASON – WAYNE ENGLISH

Parking Reports for the month of August were submitted. Please see agenda package or request a copy from the Lindsay Downtown BIA.

6.0 OTHER OR NEW BUSINESS

6.1 DOWNTOWN PARKING

Aaron Sloan, Manager of Municipal Law Enforcement gave an update. A meeting between Wayne English was conducted and was successful. He is in the process of addressing missing signs and necessary line painting. He has been in discussions with Mike Farquhar in Engineering regarding adding spaces to William Street South, adjacent to TD Bank. There will be sufficient space for one space, possibly two. He is in the process of possibly changing the section of Lot 1 directly behind Burns Bulk Food to a 2 hour limit, with no permits permitted. Lot 14 will be receiving new signage. Permits for employees of businesses to the eastern end of downtown will be directed to park in Lots 13 & 14.

6.2 OTHER ITEMS

None

7.0 NEXT MEETING

Tuesday, October 9th, 2018
7:30am
The Grand Experience (Upper Level)
177 Kent Street West

8.0 ADJOURNMENT

Moved By: Jim Garbutt

Seconded By: Steve Turner

Resolved: That the Parking Committee adjourns its Regular Meeting of September 11th, 2018 at 8:15am.

Carried PC2018-18



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

MINUTES FOR THE REGULAR MEETING OF THE **PARKING COMMITTEE**

**Tuesday, October 9th, 2018
7:30am**

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

Committee Members

Co-Chair

Steve Podolsky

Co-Chair

Steve Turner

Voting Members

Dan Burns

Jim Garbutt

Charlie McDonald

Tim White

Councillor Isaac Breadner Councillor Pat Dunn

Councillor Gord James

CKL By-Law Liaison

Aaron Sloan

LDBIA Community Liaison

Wayne English

MEETING #PC-2018-10

1.0 CALL TO ORDER

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

In Attendance: Steve Podolsky, Steve Turner, Dan Burns, Charlie McDonald, Tim White, Wayne English

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: Jim Garbutt

Absent: Councillor Isaac Breadner, Councillor Pat Dunn, Councillor Gord James

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Tim White

Seconded By: Steve Turner

Resolved: That the agenda be adopted as circulated.

Carried PC2018-16

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 September 11th, 2018 Parking Committee Meeting be approved.

Carried PC2018-17

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 REPORTS

5.1 COMMUNITY LIAISON – WAYNE ENGLISH

Parking Reports for the month of September were submitted. Please see agenda package or request a copy from the Lindsay Downtown BIA.

6.0 OTHER OR NEW BUSINESS

6.1 DOWNTOWN PARKING

Sidewalk and parking lot winter maintenance was discussed. Wayne English will be in a position to closely monitor these areas over the winter and communicate with By-Law & Public Works if necessary. Interest in the specifics of the By-Law that has been referenced in regards to the BIA being responsible for their own sidewalk maintenance was discussed and Melissa McFarland will attempt to locate this by-law to clarify the wording.

Discussion was held regarding the Parking Study that was to be conducted by the City of Kawartha Lakes, and when it would be targeted to be presented to Council.

6.2 OTHER ITEMS

The institution of a uniform policy for the Community Liaisons was discussed, and will be included with the staff contracts for the new year.

7.0 NEXT MEETING

Tuesday, November 13th, 2018

7:30am

The Grand Experience (Upper Level)

177 Kent Street West

8.0 ADJOURNMENT

Moved By: Steve Turner

Seconded By: Charlie McDonald

Resolved: That the Parking Committee adjourns its Regular Meeting of October 9th, 2018 at 8:15am.

Carried PC2018-18



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

MINUTES FOR THE REGULAR MEETING OF THE **PARKING COMMITTEE**

Tuesday, November 20th, 2018
7:30am

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

Committee Members

Co-Chair
Steve Podolsky

Co-Chair
Steve Turner

Voting Members

Dan Burns

Jim Garbutt

Charlie McDonald

Tim White

Councillor Isaac Breadner Councillor Pat Dunn

Councillor Gord James

CKL By-Law Liaison
Aaron Sloan

LDBIA Community Liaison
Wayne English

MEETING #PC-2018-11

1.0 CALL TO ORDER

Meeting Called to Order by the Chair:

In Attendance: Steve Podolsky, Steve Turner, Jim Garbutt, Charlie McDonald, Tim White, Councillor Pat Dunn, Wayne English

Recording Secretary: Melissa McFarland

Late Arrivals: Dan Burns (7:40am)

Early Departures: None

Guests: None

Regrets: None

Absent: Councillor Isaac Breadner, Councillor Gord James

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Tim White

Seconded By: Steve Turner

Resolved: That the agenda be adopted as circulated.

Carried PC2018-19

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 9th, 2018 Parking Committee Meeting be approved.

Carried PC2018-20

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 REPORTS

5.1 COMMUNITY LIAISON – WAYNE ENGLISH

Parking Reports for the month of October were submitted. Please see agenda package or request a copy from the Lindsay Downtown BIA.

Moved By: Pat Dunn

Seconded By: Jim Garbutt

Resolved: That the above report be received.

Carried PC2018-21

6.0 OTHER OR NEW BUSINESS

6.1 DOWNTOWN PARKING

Snow removal in the downtown was discussed. Wayne English will monitor the lots and report issues to Aaron Sloan if necessary. Melissa McFarland will remind the membership of snow removal requirements for properties.

Oliver Vigelius reported to Melissa McFarland that Public Works will be re-graveling the former Irish House lot and requested that the membership who may use that lot be notified.

Discussion about the upcoming City-led Parking Study was discussed. Melissa McFarland will contact Ron Taylor to clarify timelines.

6.2 OTHER ITEMS

The garbage can adjacent to the BIA office is off the bricks on an angle. Scott Wood will be informed to repair.

7.0 NEXT MEETING

Tuesday, December 11th, 2018

7:30am

The Grand Experience (Upper Level)

177 Kent Street West

8.0 ADJOURNMENT

Moved By: Dan Burns

Seconded By: Tim White

Resolved: That the Parking Committee adjourns its Regular Meeting of November 20th at 8:15am.

Carried PC2018-22



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

MINUTES FOR THE REGULAR MEETING OF THE **PARKING COMMITTEE**

Tuesday, December 11th, 2018
7:30am

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

Committee Members

Co-Chair

Steve Podolsky

Co-Chair

Steve Turner

Voting Members

Dan Burns

Jim Garbutt

Charlie McDonald

Tim White

Councillor Isaac Breadner Councillor Pat Dunn

Councillor Gord James

CKL By-Law Liaison

Aaron Sloan

LDBIA Community Liaison

Wayne English

MEETING #PC-2018-12

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 7:37am

In Attendance: Steve Podolsky, Dan Burns, Jim Garbutt, Charlie McDonald, Tim White, Councillor Pat Dunn, Wayne English

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: Charlie McDonald (7:45am)

Guests: None

Regrets: None

Absent: Steve Turner, Councillor Isaac Breadner, Councillor Gord James

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 PC2018-23

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Tim White

Seconded By: Charlie McDonald

Resolved: That the Minutes of the November 20th, 2018 Parking Committee Meeting be approved.

Carried PC2018-24

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

Following direction received at November's meeting, Melissa McFarland contacted Ron Taylor (City of Kawartha Lakes' CAO) to inquire about the status of the Downtown Parking Study.

An email was received from Adam Found, Manager of Corporate Assets for the City of Kawartha Lakes, regarding the Downtown Parking Study. The project recently completed the procurement process and now has a vendor retained to perform the work. The staff-populated DPS Steering Committee is holding a project kick-off meeting with the vendor a week from today (November 29th). Based on the vendor's proposal, he is expecting initial stakeholder consultations to occur in January-February, 2019. He advised that as Rebecca Mustard, Manager of Economic Development is a member of the steering committee that our correspondence related to the study be coordinated through her.

5.0 REPORTS

5.1 COMMUNITY LIAISON – WAYNE ENGLISH

Parking Reports for the month of November were submitted. Please see agenda package or request a copy from the Lindsay Downtown BIA.

Moved By: Dan Burns

Seconded By: Pat Dunn

Resolved: That the above report be received.

Carried PC2018-25

6.0 OTHER OR NEW BUSINESS

6.1 DOWNTOWN PARKING

Snow removal for the downtown was discussed. Bruce Kitching, Lindsay Area Supervisor for Public Works will be invited to the January meeting in lieu of his normal attendance at the Beautification Meeting to discuss ongoing strategies.

6.2 OTHER ITEMS

None

7.0 NEXT MEETING

Tuesday, January 8th, 2019

7:30am

The Grand Experience (Upper Level)

177 Kent Street West

8.0 ADJOURNMENT

Moved By: Tim White

Seconded By: Jim Garbutt

Resolved: That the Parking Committee adjourns its Regular Meeting of December 11th at 8:12am.

Carried PC2018-26



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
ADVOCACY COMMITTEE

Tuesday, January 9th, 2018
Following Parking Committee Meeting

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

Committee Members

Chair

Jim Garbutt

Voting Members

Dan Burns

Charlie McDonald

Steve Podolsky

Steve Turner

Tim White

Councillor Isaac Breadner

Councillor Pat Dunn

Councillor Gord James

MEETING #AC-2018-01

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 7:37am

In Attendance: Jim Garbutt, Steve Podolsky, Charlie McDonald, Dan Burns,
Councillor Isaac Breadner

Recording Secretary: Tana Torch

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: Councillor Pat Dunn & Councillor Gord James

Absent: Tim White

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Steve Turner

Seconded By: Isaac Breadner

Resolved: That the agenda be adopted as circulated.

Carried AC2018-01

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Steve Podolsky

Seconded By: Steve Turner

Resolved: That the Meeting Minutes of November 21, 2017 be adopted.

Carried AC2018-02

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 UPCOMING INITIATIVES

Tana Torch to work on maps identifying various options to create boundaries for an Associate Membership.

No further updates.

6.0 NEXT MEETING

Tuesday, February 13, 2017.

Following Parking Committee Meeting

The Grand Experience (Upper Level)

177 Kent Street West

7.0 ADJOURNMENT

Moved By: Dan Burns

Seconded By: Charlie McDonald

Resolved: That the January 9, 2018 meeting of the Advocacy Committee be adjourned at 7:41am.

Carried AC2018-03



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
ADVOCACY COMMITTEE

Tuesday, March 13, 2018
Following Parking Committee Meeting

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

Committee Members

Chair

Jim Garbutt

Voting Members

Dan Burns

Charlie McDonald

Steve Podolsky

Steve Turner

Tim White

Councillor Isaac Breadner

Councillor Pat Dunn

Councillor Gord James

MEETING #AC-2018-02

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 8:38

In Attendance: Jim Garbutt, Steve Podolsky, Charlie McDonald, Dan Burns,
Councillor Gord James Councillor Isaac Breadner & Councillor Gord James

Recording Secretary: Tana Torch

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: Dan Burns and Tim White

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Steve Turner

Seconded By: Steve Podolsky

Resolved: That the agenda be adopted as circulated.

Carried AC2018-04

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Gord James

Seconded By: Steve Podolsky

Resolved: That the Meeting Minutes of January 9th, 2018 be adopted.

Carried AC2018-05

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 – LIQUIDATION SALES TASK FORCE

There will be a meeting the first week on April to discussing Liquidation Sales within Lindsay. The position of the BIA has not changed.

5.2 – ASSOCIATE MEMBERSHIP

Jim Garbutt has forwarded the City of Peterborough Associate membership form to Tana Torch to review and to create a similar focused form for our own Associate Membership. Tana Torch to have proposal ready for the Board.

5.3 OTHER

Secondary plans meeting will be held on March 22, 2018 as well as the Stewardship Guidelines meeting that will take place from 8:00am – 9:30am at the Olympia.

6.0 NEXT MEETING

Tuesday, April 10, 2018
Following Parking Committee Meeting
The Grand Experience (Upper Level)
177 Kent Street West

7.0 ADJOURNMENT

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

Resolved: That the March 13, 2018 meeting of the Advocacy Committee be adjourned at 8:52am.

Carried AC2018-06



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
ADVOCACY COMMITTEE

Tuesday, April 10th, 2018
Following Parking Committee Meeting

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

Committee Members

Chair

Jim Garbutt

Voting Members

Dan Burns

Charlie McDonald

Steve Podolsky

Steve Turner

Tim White

Councillor Isaac Breadner

Councillor Pat Dunn

Councillor Gord James

MEETING #AC-2018-03

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 8:04am

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

Recording Secretary: Melissa McFarland, via Tana Torch's rough notes

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: Tim White

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AMENDED AGENDA

Moved By: Pat Dunn

Seconded By: Isaac Breadner

Resolved: That the agenda be adopted as with the following amendment.

5.2 MONEY FROM ECONOMIC DEVELOPMENT

Carried AC2018-07

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Dan Burns

Seconded By: Steve Podolsky

Resolved: That the Meeting Minutes of March 13th, 2018 be adopted.

Carried AC2018-08

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

4.1 LETTER FROM NICKI DEDES

Request for police presence on the street.

BIA has budget of \$10,000 with the Kawartha Lakes Police Service for presence downtown (events, etc). Requests can be made to the KLPS as needed.

5.0 OTHER OR NEW BUSINESS

5.1 ASSOCIATE MEMBERSHIPS

Will be receiving more information from Economic Development and the OBIAA

5.2 MONEY FROM ECONOMIC DEVELOPMENT

Request for overview of how much money is being spent on downtown businesses.

5.3 OTHER

6.0 NEXT MEETING

Tuesday, May 8th, 2018

Following Parking Committee Meeting

The Grand Experience (Upper Level)

177 Kent Street West

7.0 ADJOURNMENT

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

Resolved: That the March 13, 2018 meeting of the Advocacy Committee be adjourned at 8:27am.

Carried AC2018-09



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
ADVOCACY COMMITTEE

Tuesday, July 10th, 2018
Following Parking Committee Meeting

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

Committee Members

Chair

Jim Garbutt

Voting Members

Dan Burns

Charlie McDonald

Steve Podolsky

Steve Turner

Tim White

Councillor Isaac Breadner

Councillor Pat Dunn

Councillor Gord James

MEETING #AC-2018-05

1.0 CALL TO ORDER

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

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

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: Dan Burns

Absent: Steve Turner, Tim White

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Pat Dunn

Seconded By: Isaac Breadner

Resolved: That the agenda be adopted as circulated.

Carried AC2018-07

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Isaac Breadner

Seconded By: Pat Dunn

Resolved: That the Meeting Minutes of April 10th, 2018 be adopted.

Carried AC2018-08

3.0 DEPUTATIONS

4.0 CORRESPONDENCE

5.0 OTHER OR NEW BUSINESS

5.1 ASSOCIATE MEMBERSHIPS

Some research was possibly done by acting general manager Tana Torch before her departure. Melissa McFarland will look into what may already be on the BIA office computer and will compile before the next meeting.

5.2 OTHER INITIATIVES

Jim Garbutt advised the committee on an initiative being undertaken by Stratford, called the 100K Project, which places sensors in the roads to collect and present data on traffic and utilization. This could be a consideration for the downtown reconstruction.

Discussion was held regarding the Community Improvement Plan presented by CKL Staff last week. One concern was mention of the downtown possibly being a target for low-income housing. The committee agreed that this may not be the best use of downtown improvements, and members will keep that in consideration as the project moves forward.

6.0 NEXT MEETING

Tuesday, August 14th, 2018
Following Parking Committee Meeting
The Grand Experience (Upper Level)
177 Kent Street West

7.0 ADJOURNMENT

Moved By: Charlie McDonald

Seconded By: Steve Podolsky

Resolved: That the July 10th, 2018 meeting of the Advocacy Committee be adjourned at 8:50am.

Carried AC2018-09



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

MINUTES FOR THE REGULAR MEETING OF THE ADVOCACY COMMITTEE

Tuesday, September 11th, 2018
Following Parking Committee Meeting

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

Committee Members

Chair

Jim Garbutt

Voting Members

Dan Burns

Charlie McDonald

Steve Podolsky

Steve Turner

Councillor Isaac Breadner

Councillor Pat Dunn

Councillor Gord James

MEETING #AC-2018-07

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 8:20am

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

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: Councillor Gord James

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Isaac Breadner

Seconded By: Charlie McDonald

Resolved: That the agenda be adopted as circulated.

Carried AC2018-13

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Pat Dunn

Seconded By: Steve Podolsky

Resolved: That the Meeting Minutes of August 14th, 2018 be adopted.

Carried AC2018-14

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 ASSOCIATE MEMBERSHIPS UPDATE

Packages are being assembled and the target for speaking to businesses will be for the next meeting, October 9th.

5.2 OTHER INITIATIVES

Transit – no update

Community Improvement Plan – there will be updates to share after next week when the mandatory appeal period is complete.

Ridout Intersection – recommendations have gone to Council, a report will be generated and brought back, further information will be available at that time.

6.0 NEXT MEETING

Tuesday, October 9th, 2018
Following Parking Committee Meeting
The Grand Experience (Upper Level)
177 Kent Street West

7.0 ADJOURNMENT

Moved By: Pat Dunn

Seconded By: Isaac Breadner

Resolved: That the September 11th, 2018 meeting of the Advocacy Committee be adjourned at 8:31am.

Carried AC2018-15



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

MINUTES FOR THE REGULAR MEETING OF THE
ADVOCACY COMMITTEE

Tuesday, August 14th, 2018
Following Parking Committee Meeting

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

Committee Members

Chair

Jim Garbutt

Voting Members

Dan Burns

Charlie McDonald

Steve Podolsky

Steve Turner

Councillor Isaac Breadner

Councillor Pat Dunn

Councillor Gord James

MEETING #AC-2018-06

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 8:20am

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

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: Nicki Dedes

Regrets: Dan Burns

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Steve Podolsky

Seconded By: Issac Breadner

Resolved: That the agenda be adopted as circulated.

Carried AC2018-07

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Pat Dunn

Seconded By: Charlie McDonald

Resolved: That the Meeting Minutes of July 10th, 2018 be adopted.

Carried AC2018-08

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

4.1 RECEIVED FROM PAULINE STYLES, HAIR CARE (WILLIAM ST N)

Re: Sidewalk Plowing in the Downtown

Discussion was had about the issues regarding the responsibility of the business and property owners to clear their sidewalks in times of extreme weather, and when high speeds by the plows fill in the sidewalks, making the snow and ice difficult to move. The issue will be brought to Beautification to discuss with Bruce Kitching to get Public Works' perspective, and discuss if an exception can be made in having the sidewalk plow pass through downtown after major storms such as the ice storm in April.

5.0 OTHER OR NEW BUSINESS

5.1 ASSOCIATE MEMBERSHIPS

Information on an Associate Membership program was presented by Melissa McFarland. The Committee agreed with the proposed boundary, list of inclusions and exclusions and agreed on a fee structure. A package will be designed and circulated to the committee for comment before being presented at the Board Meeting on August 30th for adoption.

Moved By: Pat Dunn

Seconded By: Charlie McDonald

Resolved: That the circulated Associate Membership program be recommended to the Board for approval, with an annual fee structure of \$250 for businesses, and \$100 for non-profit organizations.

Carried PC2018-09

5.2 OTHER INITIATIVES

Discussion was held on the Community Improvement Plan, which is going to Council to be adopted later in the day. Councillor James is recommending that Council recommends in the 2019 budget that the project be funded on a long term basis, versus year to year.

Moved By: Steve Podolsky

Seconded By: Steve Turner

Resolved: That the BIA support the position that the CIP be funded by Council on an annual basis, but with a commitment for 5 years.

Carried AC2018-09

6.0 NEXT MEETING

Tuesday, September 11th, 2018
Following Parking Committee Meeting
The Grand Experience (Upper Level)
177 Kent Street West

7.0 ADJOURNMENT

Moved By: Gord James

Seconded By: Charlie McDonald

Resolved: That the August 14th, 2018 meeting of the Advocacy Committee be adjourned at 8:43am.

Carried AC2018-09



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

MINUTES FOR THE REGULAR MEETING OF THE ADVOCACY COMMITTEE

Tuesday, November 20th, 2018
Following Parking Committee Meeting

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

Committee Members

Chair

Jim Garbutt

Voting Members

Dan Burns

Charlie McDonald

Steve Podolsky

Steve Turner

Councillor Isaac Breadner

Councillor Pat Dunn

Councillor Gord James

MEETING #AC-2018-09

1.0 CALL TO ORDER

Meeting Called to Order by the Chair:

In Attendance: Jim Garbutt, Dan Burns, Charlie McDonald, Steve Podolsky, Steve Turner

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: None

Absent: Councillor Isaac Breadner, Councillor Pat Dunn, Councillor Gord James

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Steve Podolsky

Seconded By: Charlie McDonald

Resolved: That the agenda be adopted as circulated.

Carried AC2018-16

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Steve Podolsky

Seconded By: Charlie McDonald

Resolved: That the Meeting Minutes of September 11th, 2018 be adopted.

Carried AC2018-17

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 ASSOCIATE MEMBERSHIPS UPDATE

The majority of businesses have been spoken to. 3 have confirmed they would like to be part of the program. Melissa McFarland will continue to update on progress every meeting.

5.2 RIDOUT/KENT/LINDSAY INTERSECTION RECONSTRUCTION UPDATE

No update.

5.3 RUSSELL & PEEL RECONSTRUCTION – STRATEGIES FOR IMPACT ON DOWNTOWN CORE

Concerns to be addressed going forward will focus mainly on parking and access to the lots. A public meeting is going to be scheduled by Engineering, likely in January. A request will be made to have a representative attend a BIA meeting prior to the public meeting.

5.4 LIQUIDATION SALES UPDATE

A meeting was held in late October with City Staff & local businesses. An agreement city-wide is being implemented to limit outside liquidation sales per venue that is zoned for auction sales, to 3 events per year, 3 days per event. The licensing fees are also being restructured.

5.5 OTHER ITEMS

None.

6.0 NEXT MEETING

Tuesday, December 11th, 2018
Following Parking Committee Meeting
The Grand Experience (Upper Level)
177 Kent Street West

7.0 ADJOURNMENT

Moved By: Steve Podolsky

Seconded By: Dan Burns

Resolved: That the November 20th, 2018 meeting of the Advocacy Committee be adjourned at 8:35am.

Carried AC2018-18



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

MINUTES FOR THE REGULAR MEETING OF THE ADVOCACY COMMITTEE

Tuesday, December 11th, 2018
Following Parking Committee Meeting

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

Committee Members

Chair

Jim Garbutt

Voting Members

Dan Burns

Charlie McDonald

Steve Podolsky

Steve Turner

Councillor Isaac Breadner

Councillor Pat Dunn

Councillor Gord James

MEETING #AC-2018-10

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 8:13am

In Attendance: Jim Garbutt, Dan Burns, Steve Podolsky, Councillor Pat Dunn

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: Charlie McDonald

Absent: Steve Turner, Councillor Isaac Breadner, Councillor Gord James

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Steve Podolsky

Seconded By: Pat Dunn

Resolved: That the agenda be adopted as circulated.

Carried AC2018-19

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Steve Podolsky

Seconded By: Pat Dunn

Resolved: That the Meeting Minutes of November 20th, 2018 be adopted.

Carried AC2018-20

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 ASSOCIATE MEMBERSHIPS UPDATE

All businesses have been contacted, and several will require follow-ups. 5 have been confirmed for January. Melissa McFarland will continue to update on progress each meeting.

5.2 DOWNTOWN RECONSTRUCTION

Following the November 29th Board of Directors meeting, Melissa McFarland contacted Juan Rojas (Director of Engineering) to request that he or Corby Purdy (Infrastructure Design & Construction) attend the next Board meeting on January 10th to discuss the content of the public meeting taking place later in January. The two then called Melissa McFarland, and advised her that they intended to hold a meeting in the morning of the day of the public meeting to meet with community stakeholders. The committee expressed concern that this will not give any time for discussion or questions or concerns to be brought forward and would like to reiterate their request for attendance at a meeting earlier in the month.

Other topics of conversation included brick colour and the samples that should be provided in the near future, usage of the parkette areas for storage during the construction, and the need for parking and communication strategies.

5.5 OTHER ITEMS

None

6.0 NEXT MEETING

Tuesday, January 8th, 2019
Following Parking Committee Meeting
The Grand Experience (Upper Level)
177 Kent Street West

7.0 ADJOURNMENT

Moved By: Steve Podolsky

Seconded By: Dan Burns

Resolved: That the December 11th, 2018 meeting of the Advocacy Committee be adjourned at 8:50am.

Carried AC2018-21