



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE BOARD OF DIRECTORS

**Tuesday, February 23rd, 2016
7:30am**

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

2016 Board Members

Vice Chair
Steve Podolsky

Chair
Charlie McDonald

Secretary/Treasurer
Sandra Falconer

Voting Members

Jim Garbutt, Kathleen Horne, Brigitte Kay
Mark Ridout, Jillian Trider, Tim White

City Councillors

Isaac Breadner, Pat Dunn, Gord James

KLPS Liason
Chief John Hagarty

CKL Staff Liason
Kelly Maloney

MEETING #RBM-2016-02

1.0 CALL TO ORDER

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

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

Recording Secretary: Melissa McFarland

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

Early Departures: None

Guests: None

Regrets: Jill Trider, Tim White

Absent: Councillor Gord James

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Isaac Breadner

Seconded By: Mark Ridout

Resolved: That the agenda be adopted as circulated.

Carried RBM2016-01

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Steve Podolsky

Seconded By: Mark Ridout

Resolved: That the minutes of the January 14th Annual General Meeting be approved.

Carried RBM2016-02

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 SIGN BY-LAW AMENDMENTS – 3rd PARTY SIGNAGE

A meeting with Susanne Murchison, Chief Building Official at the City was held on February 16th with Jim Garbutt, Brigitte Kay, Charlie McDonald, Steve Podolsky and Melissa McFarland in attendance. The meeting was called by Susanne to attempt to determine the best way to handle the topic of 3rd Party Signage, as directed by Council in November as a result of Jim Garbutt's deputation.

Attempts by Susanne to find appropriate wording in the by-laws of other municipalities did not turn up anything useful, as the municipalities that were suggested by Jim Garbutt, in most cases, only defined 3rd Party Signage, but did not regulate it.

The following 3 options were presented to the Board and discussed:

1. That the Sign By-Law and its Schedules be left status quo.
2. That the topic of 3rd Party Signage be addressed, with the regulation deferred to the property owner (this option recommended by Susanne Murchison).
3. That the topic of 3rd Party Signage be addressed and regulated, with the Downtown BIA providing wording on the topic, and all relevant definitions. The Chair recommended that if this option be favoured by the Board, that a task force be created.

Moved By: Isaac Breadner

Seconded By: Sandra Falconer

Resolved: That the topic of 3rd Party Signage be addressed, with the regulation deferred to the property owner.

In Favour: Charlie McDonald, Steve Podolsky, Brigitte Kay, Pat Dunn

Carried RBM2016-03

Jim Garbutt stated that he believed the above motion to be a 'flawed decision' and requested that it be recorded in the Minutes as such.

5.2 HST ACCOUNT

Charlie McDonald and Steve Podolsky met with Carolyn Daynes, City Treasurer. HST on expenses will be returned to the Downtown BIA for 2015 and for each year from that point. Upon receipt, the Board will meet to determine its best use in the budget.

5.3 OTHER ITEMS

None

6.0 LIASON UPDATES

6.1 POLICE

Inspector Mark Mitchell attended on behalf of Chief Hagarty. A road closure request has been received for the 109th Battalion festivities on May 13th and 14th, which will include a parade on Kent Street. Foot patrol will be made available for Girls Night Out event on February 25th.

6.2 STAFF

Kelly Maloney gave an update on behalf of Economic Development. Chris Marshall, new Director of Development Services began a few weeks ago. The new position of Manager of Economic Development will be held by Rebecca Mustard. Carlie Arbour, Economic Development Officer will be returning from maternity leave. Kelly Maloney will be returning full time to position of Agriculture Development Officer. The liason for the Downtown BIA will be determined when all new staff is in place.

The Downtown Revitalization project is continuing, and an extension to December 31st has been granted. The Downtown Revitalization Coordinator's position has been extended until the end of May.

A Cultural Preparedness Workshop will be taking place on February 24th at the Ranch Resort in Bethany, to better understand and serve foreign visitors to our area.

6.3 COUNCIL

Council will be attending the Ontario Good Roads Conference this week.

7.0 REPORTS

7.1 TREASURER

Moved By: Sandra Falconer

Seconded By: Mark Ridout

Resolved: That the January 2016 Treasurer's report be accepted.

Carried RBM2016-04

7.2 MARKETING

Moved By: Pat Dunn

Seconded By: Steve Podolsky

Resolved: That the Minutes of the February 2nd, 2016 Meeting be accepted.

Carried RBM2016-05

7.3 BEAUTIFICATION

Moved By: Mark Ridout

Seconded By: Sandra Falconer

Resolved: That the Minutes of the February 4th, 2016 Meeting be accepted.

Carried RBM2016-06

Moved By: Jim Garbutt

Seconded By: Brigitte Kay

Resolved: That the RFP from Roger Hill of Hill's Florist be awarded for hanging baskets and planters for the 2016 season.

Carried RBM2016-07

7.4 PARKING

Moved By: Isaac Breadner

Seconded By: Pat Dunn

Resolved: That the Minutes of the February 9th, 2016 Meeting be accepted.

Carried RBM2016-08

7.5 ADVOCACY

Moved By: Isaac Breadner

Seconded By: Pat Dunn

Resolved: That the Minutes of the February 9th, 2016 Meeting be accepted.

Carried RBM2016-09

Moved By: Jim Garbutt

Seconded By: Pat Dunn

Resolved: That Valerie Cranmer, Planner, be hired to facilitate the proceedings regarding the Liquidation Sales issue between the BIA, Buy & Sell Shop, A&L Investments and the Lindsay Agricultural Society, once a final cost is determined, and letters of support from each party are received, and a discussion on the best way to split the cost is held.

Carried RBM2016-10

7.6 ADMINISTRATOR

Update to activities in January & February was given.

8.0 NEXT MEETING

Thursday, March 31st

7:30am

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

9.0 ADJOURNMENT

Moved By: Pat Dunn

Seconded By: Mark Ridout

Resolved: That the February 23rd, 2016 Meeting of the Board of Directors be adjourned at 8:47am.

Carried RBM2016-11



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
BOARD OF DIRECTORS

Thursday, March 31st, 2016
7:30am

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

2016 Board Members

Vice Chair
Steve Podolsky

Chair
Charlie McDonald

Secretary/Treasurer
Sandra Falconer

Voting Members

Jim Garbutt, Kathleen Horne, Brigitte Kay
Mark Ridout, Jillian Trider, Tim White

City Councillors

Isaac Breadner, Pat Dunn, Gord James

KLPS Liason
Chief John Hagarty

CKL Staff Liason
Carlie Arbour

MEETING #RBM-2016-03

1.0 CALL TO ORDER

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

In Attendance: Charlie McDonald, Steve Podolsky, Sandra Falconer, Mark Ridout, Jill Trider, Tim White, Councillor Isaac Breadner, Carlie Arbour

Recording Secretary: Melissa McFarland

Late Arrivals: Jim Garbutt (7:35am), Kathleen Horne (7:48am)

Early Departures: Sandra Falconer (8:54am)

Guests: None

Regrets: Brigitte Kay

Absent: Councillor Pat Dunn, Councillor Gord James

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Steve Podolsky

Seconded By: Isaac Breadner

Resolved: That the agenda be adopted as circulated.

Carried RBM2016-12

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Mark Ridout

Seconded By: Sandra Falconer

Resolved: That the minutes of the February 23rd Board of Directors Meeting be approved.

Carried RBM2016-13

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 MASON HOMES RE-ZONING APPLICATION

Documentation on commercial re-zoning requested by Mason Homes for the northeast corner of Colborne Street and Highway 35 North was provided to the BIA. Comments on the proposal are due no later than April 15th. The documentation will be available for viewing in the BIA for anyone who would like to view it.

5.2 HST REFUND ALLOCATION (to be discussed in Closed Session 8.1)

6.0 LIASON UPDATES

6.1 POLICE

No update.

6.2 STAFF

Carlie Arbour from Economic Development was welcomed back. Her role going forward will be focused on developing relationships with the business groups in the area, including the BIA.

Representatives from the City of Kawartha Lakes, LDBIA and the Coboconk/Norland Chamber of Commerce attended the Teeny Tiny Summit in Seeley's Bay on March 30th, which was an OMAFRA organized conference focused on rural economic development for small towns. The Downtown Revitalization project will be moving into the Strategic Planning phase in the coming weeks. If the BIA wishes an official presentation / update on the project, they can request Vaughn Finch attend a meeting to do so. Rebecca Mustard, new Manager of Economic Development will likely attend a Board meeting once her schedule allows. The Arts & Heritage Trail, a self-guided driving tour is being developed with funding from RTO8. Laurie Bell, Tourism Officer, is working on re-branding of the Kawartha Lakes as the 'Houseboat Capital of Ontario', and the Ontario Culinary Tourism Alliance is hosting a Food Tourism 101 at the end of August to learn how to bring visitors to the area for culinary tourism opportunities.

6.3 COUNCIL

Councillor Breadner updated on behalf of Council. Council will be addressing budgetary items early this so that tax increases can be addressed if necessary. The first meeting of the new Development Services Task Force was held last week. Items of concern (application processes, permits, building services, etc) can be forwarded to Councillor Breadner, Councillor Emmett Yeo (Chair), or Carlie Arbour can forward on behalf of the BIA.

7.0 REPORTS

7.1 TREASURER

Moved By: Sandra Falconer

Seconded By: Isaac Breadner

Resolved: That the February 2016 Treasurer's report be accepted.

Carried RBM2016-14

7.2 MARKETING

Moved By: Isaac Breadner

Seconded By: Sandra Falconer

Resolved: That the Minutes of the March 1st, 2016 Meeting be accepted.

Carried RBM2016-15

Discussion on the 'Waving off the 109th' Commemorative Events was held. Melissa McFarland will look into providing information to the membership regarding flags to be displayed for storefronts. The topic will also be placed on the Marketing Committee Agenda for April 5th.

7.3 BEAUTIFICATION

Moved By: Isaac Breadner

Seconded By: Mark Ridout

Resolved: That the Minutes of the March 3rd, 2016 Meeting be accepted.

Carried RBM2016-16

Moved By: Mark Ridout

Seconded By: Tim White

Resolved: That two event tents be purchased from the Chamber of Commerce, a 20x20 for \$1000 and a 10x10 for \$500, for a total expenditure of \$1500.

Carried RBM2016-17

Moved By: Kathleen Horne

Seconded By: Sandra Falconer

Resolved: That our recommendation to Susanne Murchison, Chief Building Official, in regards to the Variance Request submitted for 32 Kent Street West, be as stated: 'with the time and effort that was put into creation of the by-law for our geographical area, we recommend that sign applications and variances be approved based on the content of that by-law'.

Carried RBM2016-18

7.4 PARKING

Moved By: Isaac Breadner

Seconded By: Tim White

Resolved: That the Minutes of the March 8th, 2016 Meeting be accepted.

Carried RBM2016-19

7.5 ADVOCACY

Moved By: Isaac Breadner

Seconded By: Kathleen Horne

Resolved: That the Minutes of the March 8th, 2016 Meeting be accepted.. **Carried RBM2016-20**

Moved By: Jim Garbutt

Seconded By: Kathleen Horne

Resolved: That on the matter of Liquidation Sales, cost-sharing in the hiring of Planner Valerie Cranmer, with A&L Investments, A Buy & Sell Shop and the Lindsay Agricultural Society, is approved, with each entity responsible for an equal share of the initial cost of \$2000, plus HST and expenses, with the understanding that costs above and beyond this will need Board approval. A meeting will be set up by Melissa McFarland with involved parties. **Carried RBM2016-21**

7.6 GENERAL MANAGER

Update to activities in March was given.

8.0 NEXT MEETING

Thursday, March 31st

7:30am

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

9.0 CLOSED SESSION

Moved By: Isaac Breadner

Seconded By: Jim Garbutt

Resolved: That the Board of Directors concludes it's Regular Meeting at 8:54am and moves to a Closed Session. **Carried RBM2016-22**



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
BOARD OF DIRECTORS

Thursday, April 28th, 2016

7:30am

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

2016 Board Members

Vice Chair
Steve Podolsky

Chair
Charlie McDonald

Secretary/Treasurer
Sandra Falconer

Voting Members

Jim Garbutt, Kathleen Horne, Brigitte Kay
Mark Ridout, Jillian Trider, Tim White

City Councillors

Isaac Breadner, Pat Dunn, Gord James

KLPS Liason
Chief John Hagarty

CKL Staff Liason
Carlie Arbour

MEETING #RBM-2016-03

1.0 CALL TO ORDER

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

In Attendance: Charlie McDonald, Steve Podolsky, Sandra Falconer, Brigitte Kay, Mark Ridout, Councillor Pat Dunn, Councillor Gord James, Carlie Arbour

Recording Secretary: Melissa McFarland

Late Arrivals: Jim Garbutt (7:38am)

Early Departures: None

Guests: Chris Marshall

Regrets: Councillor Isaac Breadner, Kathleen Horne

Absent: Jill Trider, Tim White, Chief John Hagarty

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 RBM2016-22

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Sandra Falconer

Seconded By: Steve Podolsky

Resolved: That the minutes of the March 31st Board of Directors Meeting be approved.

Carried RBM2016-23

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 BIA CREDIT CARD

Discussion about a potential credit card for use by Melissa McFarland and Steve Podolsky for BIA related expenses was discussed. Information from Danielle Greene at Scotiabank was presented.

Moved By: Pat Dunn

Seconded By: Sandra Falconer

Resolved: That a BIA credit card be obtained with a credit limit of \$2500, but the priority of the specific card should be focused on a minimal annual fee, versus a rewards program.

Carried RBM2016-24

6.0 LIASON UPDATES

6.1 POLICE

No update was presented by KLPS, however a discussion was held regarding the noted increase in panhandling in the downtown, both on street and on occasion within the businesses. Charlie McDonald will discuss the above with Chief Hagarty and determine the best way for merchants to handle these types of situations. The specifics of a previously-discussed loitering by-law will be investigated.

6.2 STAFF

Chris Marshall, Director of Development Services was welcomed to the meeting. Topics discussed by him and Carlie Arbour included an update to the tourism website and the optimal way for events and activities to be submitted. City Staff were presented information on the Downtown Revitalization Study. Arts, Culture & Heritage held public meetings regarding the Heritage Conservation District, and the report has been made available. A task force has been formed to review the Building & Planning processes, with a September deadline.

6.3 COUNCIL

An Arts, Culture & Heritage task force has been created to bring together the arts, culture and heritage community with the City of Kawartha Lakes, in the hopes of attracting tourism dollars and to identify key resources and a report will be made in June. The Old Mill Task Force is reconvening and is developing expressions of interest with guidelines for the area.

7.0 REPORTS

7.1 TREASURER

Deferred to the May 26th Meeting.

7.2 MARKETING

Moved By: Sandra Falconer

Seconded By: Pat Dunn

Resolved: That the Minutes of the April 5th Meeting be accepted.

Carried RBM2016-25

7.3 BEAUTIFICATION

Moved By: Sandra Falconer

Seconded By: Jim Garbutt

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

Carried RBM2016-26

7.4 PARKING

Moved By: Jim Garbutt

Seconded By: Pat Dunn

Resolved: That the Minutes of the April 12th Meeting be accepted.

Carried RBM2016-27

Discussion was held on the right-of-way and former Irish House lot. Charlie McDonald and Steve Podolsky met with Diane McFarland at Land Management and will need to do further research to determine who owns the right-of-way properties in this area, and will update by email or at the next Parking Committee meeting.

7.5 ADVOCACY

Moved By: Pat Dunn

Seconded By: Sandra Falconer

Resolved: That the Minutes of the April 12th Meeting be accepted.

Carried RBM2016-28

7.6 GENERAL MANAGER

Update to activities in April was given.

8.0 NEXT MEETING

Thursday, May 26th

7:30am

Kawartha Lakes Police Service Community Room

6 Victoria Avenue North, Lindsay

9.0 ADJOURNMENT

Moved By: Gord James

Seconded By: Jim Garbutt

Resolved: That the Board of Directors adjourns it's April 28th, 2016 meeting at 8:40am.

Carried RBM2016-29



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
BOARD OF DIRECTORS

Thursday, May 26th, 2016
7:30am

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

2016 Board Members

Vice Chair
Steve Podolsky

Chair
Charlie McDonald

Secretary/Treasurer
Sandra Falconer

Voting Members

Jim Garbutt, Kathleen Horne, Brigitte Kay
Mark Ridout, Jillian Trider, Tim White

City Councillors

Isaac Breadner, Pat Dunn, Gord James

KLPS Liason
Chief John Hagarty

CKL Staff Liason
Carlie Arbour

MEETING #RBM-2016-04

1.0 CALL TO ORDER

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

In Attendance: Charlie McDonald, Sandra Falconer, Jim Garbutt, Brigitte Kay, Mark Ridout, Tim White, Councillor Isaac Breadner, Carlie Arbour

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: Councillor Isaac Breadner (8:15am)

Guests: None

Regrets: Steve Podolsky, Kathleen Horne, Jill Trider, Councillor Gord James

Absent: Councillor Pat Dunn, Chief Hagarty

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Mark Ridout

Seconded By: Isaac Breadner

Resolved: That the agenda be adopted as circulated.

Carried RBM2016-30

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Isaac Breadner

Seconded By: Brigitte Kay

Resolved: That the minutes of the April 28th Board of Directors Meeting be approved.

Carried RBM2016-31

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 BIA CREDIT CARD

Information from Scotiabank on the option of a pre-paid Visa with a \$10 annual fee was given.

Moved By: Jim Garbutt

Seconded By:

Resolved: That the BIA obtain the Scotiabank Prepaid Reloadable VISA card for approved BIA expenses.

Carried RBM2016-32

6.0 LIASON UPDATES

6.1 POLICE

No update.

6.2 STAFF

Carlie Arbour gave an update on Economic Development. Laurie Bell (Tourism Officer) will be attending a Tourism Ontario event at Union Station in Toronto, along with Kawartha Dairy to promote the Kawarthas and offer photo ops. The Downtown Revitalization project is entering the strategic planning phase and will be developing an action plan specific to Lindsay. An overview of the results from the Business Owner survey that will benefit the BIA will be provided, and a document of a smaller scope is being prepared. The Small Business & Entrepreneurship Center will be hosting a series of social media strategy seminars that may benefit downtown businesses. Arts, Culture and Heritage will be developing and conducting downtown walking tours this summer and will be reaching out to business owners who may be able to provide information on the history of their buildings. Mayoral Town Hall meetings will be conducted, with Lindsay's taking place at the Rec Center on June 9th.

6.3 COUNCIL

Council has approved Mason Home's request for zoning for the site at Colborne Street West and Highway 35 North that would allow a retailer such as Wal-Mart to build there. Councillor Breadner cautioned that while the zoning has been approved, there has been no direct confirmation of intention from Wal-Mart to develop on this site.

The Planning Task Force is reviewing Building and Planning processes and will be conducting open houses to review input from the public. The BIA will make an effort to review the posted minutes of this committee for matters that may concern our area.

7.0 REPORTS

7.1 TREASURER

Moved By: Isaac Breadner

Seconded By: Isaac Breadner

Resolved: That the Treasurer's Report for March & April 2016 be accepted. **Carried RBM2016-33**

7.2 MARKETING

Moved By: Isaac Breadner

Seconded By: Jim Garbutt

Resolved: That the Minutes of the May 3rd Meeting be accepted.

Carried RBM2016-34

Discussion was held on the downtown gift certificates. Notation will be added to the certificates that amount covered is before tax, and a space to specify the event will be added.

7.3 BEAUTIFICATION

Moved By: Isaac Breadner

Seconded By: Tim White

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

Carried RBM2016-35

7.4 PARKING

Moved By: Isaac Breadner

Seconded By: Tim White

Resolved: That the Minutes of the May 10th Meeting be accepted.

Carried RBM2016-36

Moved By: Tim White

Seconded By: Brigitte Kay

Resolved: That Parking Committee recommendation, that a request be made for City Council to endorse a study that will investigate the cost of the Lindsay Downtown BIA to assume responsibility for the downtown parking enforcement and other by-law matters affecting the BIA geographical area, be accepted.

Carried RBM2016-37

An update was given on the former Irish House lot and the alleys that border it. Charlie McDonald and Steve Podolsky visited the registry office and discovered that each PIN Parcel was \$29.35 and it would require a minimum of 10 PIN Parcels to piece together the ownership of the entire area. Charlie McDonald has one more avenue of information he would like to explore with the City.

7.5 ADVOCACY

Moved By: Tim White

Seconded By: Jim Garbutt

Resolved: That the Minutes of the May 10th Meeting be accepted.

Carried RBM2016-38

Moved By: Tim White

Seconded By: Sandra Falconer

Resolved: That the proposed draft of the Minutes of Settlement between the Lindsay Downtown BIA and the Lindsay Agricultural Society, regarding Liquidation Sales issue be accepted, and the appeal to the OMB be withdrawn.

Carried RBM2016-39

Moved By: Sandra Falconer

Seconded By: Brigitte Kay

Resolved: That the Advocacy Committee recommendation, that a request be made for City Council to endorse a staff report, in conjunction with the Kawartha Lakes Police Services Board and the Police Advisory Committees, to prepare recommendations for the installation of street security cameras in downtown Lindsay, Fenelon Falls and Bobcaygeon, and that this report covers the availability of grants and the designation of a central location for monitoring, be accepted.

Carried RBM2016-40

The Advocacy Committee recommendation, that a request be made for City Council to endorse a staff report for the control of styrofoam blow-off in construction sites, as it affects the entirety of the City of Kawartha Lakes, including the Downtown BIA geographical area, causing issues with merchants, sewers, and the Scugog River, will be deferred until further conversation can be had with Aaron Sloan, Manager of By-Law Enforcement, regarding existing by-laws.

Moved By: Jim Garbutt

Seconded By: Mark Ridout

Resolved: That a formal request be made to By-Law Enforcement for the proactive enforcement of the by-law against flyer and poster advertising on lamp-posts, instead of the current procedure of enforcement only occurring on a complaint basis.

Carried RBM2016-41

7.6 GENERAL MANAGER

Update to activities in May was given. Information from the Kawartha Haliburton Pine Ridge Health Unit was presented, asking for the BIA's support in a Breastfeeding Friendly Community Coalition. An email will be sent to the membership, informing them of the BIA's intent to support the initiative and that we can be contacted with questions/concerns.

Moved By: Sandra Falconer

Seconded By: Mark Ridout

Resolved: That the BIA will support the proposal to move forward with the breastfeeding-friendly community coalition with the KHPR Health Unit.

Carried RBM2016-42

8.0 NEXT MEETING

Thursday, June 30th, 2016

7:30am

Kawartha Lakes Police Service Community Room

6 Victoria Avenue North, Lindsay

9.0 ADJOURNMENT

Moved By: Mark Ridout

Seconded By: Tim White

Resolved: That the Board of Directors adjourns it's May 26th, 2016 meeting at 8:49am.

Carried RBM2016-43



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
BOARD OF DIRECTORS

Thursday, June 30th, 2016

7:30am

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

2016 Board Members

Vice Chair
Steve Podolsky

Chair
Charlie McDonald

Secretary/Treasurer
Sandra Falconer

Voting Members

Jim Garbutt, Kathleen Horne, Brigitte Kay
Mark Ridout, Jillian Trider, Tim White

City Councillors

Isaac Breadner, Pat Dunn, Gord James

KLPS Liason
Chief John Hagarty

CKL Staff Liason
Carlie Arbour

MEETING #RBM-2016-05

1.0 CALL TO ORDER

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

In Attendance: Charlie McDonald, Steve Podolsky, Jim Garbutt, Kathleen Horne, Mark Ridout, Tim White, Councillor Isaac Breadner, Carlie Arbour

Recording Secretary: Melissa McFarland

Late Arrivals: Sandra Falconer (8:04am), Inspector Will Herbert (8:40am)

Early Departures: None

Guests: None

Regrets: Brigitte Kay

Absent: Jill Trider, Councillor Pat Dunn, Councillor Gord James

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Isaac Breadner

Seconded By: Jim Garbutt

Resolved: That the agenda be adopted as circulated.

Carried RBM2016-44

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 26th Board of Directors Meeting be approved.

Carried RBM2016-45

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 DIVERSITY CAMPAIGN

Moved By: Mark Ridout

Seconded By: Isaac Breadner

Resolved: That the Diversity Campaign initiated by the Lindsay & District Chamber of Commerce for the community, be supported by the BIA Board of Directors.

Carried RBM2016-46

6.0 LIASON UPDATES

6.1 POLICE

Inspector Will Herbert attended on behalf of Chief Hagarty. Bike and foot patrol will be provided for the Saturday Moonlight Madness event as well as Sunday's Classics on Kent. Issues surrounding panhandlers approaching citizens and merchants for money was discussed. A list of resources (food bank, shelters, etc) will be compiled and sent to the merchants to distribute if approached.

6.2 STAFF

Carlie Arbour gave an update on behalf of Economic Development. New hire have started in the Kawartha Lakes Small Business & Entrepreneurship Centre for starter companies and youth businesses. Economic Development is now hosting office space for the Lindsay Chamber of Commerce in exchange for services in visitor information. This will be a pilot program for Chambers in other communities as well. The tourism events calendar on the website is now live. The Downtown Revitalization Committee is identifying goals and actions to be implemented. There may be some overlap with BIA initiatives and discussion of the committee continuing under a lead organization is being held. A breakfast is being planned for merchants and volunteers to present the results of the surveys as well as the strategic plan. Arts, Culture & Heritage has had a full-time staff member approved under Economic Development as well as the approval of a master plan.

6.3 COUNCIL

The Core Service Review is continuing with the next meeting on July 12th. A Cultural Master Plan is under review.

7.0 REPORTS

7.1 TREASURER

Moved By: Tim White

Seconded By: Isaac Breadner

Resolved: That the Treasurer's Report for May 2016 be accepted.

Carried RBM2016-47

7.2 MARKETING

Moved By: Mark Ridout

Seconded By: Isaac Breadner

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

Carried RBM2016-48

7.3 BEAUTIFICATION

Moved By: Mark Ridout

Seconded By: Steve Podolsky

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

Carried RBM2016-49

Moved By: Mark Ridout

Seconded By: Steve Podolsky

Resolved: That the proposed downtown street banner design recommended by the Beautification Committee be approved.

Carried RBM2016-50

7.4 PARKING

Moved By: Isaac Breadner

Seconded By: Steve Podolsky

Resolved: That the Minutes of the June 14th Meeting be accepted.

Carried RBM2016-51

7.5 ADVOCACY

Moved By: Isaac Breadner

Seconded By: Tim White

Resolved: That the Minutes of the June 14th Meeting be accepted.

Carried RBM2016-52

Moved By: Jim Garbutt

Seconded By: Kathleen Horne

Resolved: That the Advocacy Committee recommendation, that cigarette ashtrays be considered for the downtown, investigating necessary information regarding street furniture and any issues that may arrive with property (such as light standards) that may be City property, be accepted, and referred to the Beautification Committee for discussion.

Carried RBM2016-53

7.6 GENERAL MANAGER

Update to activities in June was given.

8.0 NEXT MEETING

Thursday, July 28th, 2016

7:30am

Kawartha Lakes Police Service Community Room

6 Victoria Avenue North, Lindsay

9.0 ADJOURNMENT

Moved By: Tim White

Seconded By: Jim Garbutt

Resolved: That the Board of Directors adjourns it's June 30th, 2016 meeting at 9:04am

Carried RBM2016-54



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE BOARD OF DIRECTORS

**Thursday, August 25th, 2016
7:30am**

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

2016 Board Members

Vice Chair
Steve Podolsky

Chair
Charlie McDonald

Secretary/Treasurer
Sandra Falconer

Voting Members

Jim Garbutt, Kathleen Horne, Brigitte Kay
Mark Ridout, Jillian Trider, Tim White

City Councillors

Isaac Breadner, Pat Dunn, Gord James

KLPS Liason
Chief John Hagarty

CKL Staff Liason
Carlie Arbour

MEETING #RBM-2016-06

1.0 CALL TO ORDER

Meeting Called to Order by the Chair:

In Attendance:

Recording Secretary: Melissa McFarland

Late Arrivals:

Early Departures:

Guests:

Regrets:

Absent:

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By:

Seconded By:

Resolved: That the agenda be adopted as circulated.

Carried RBM2016-55

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By:

Seconded By:

Resolved: That the minutes of the June 30th Board of Directors Meeting be approved.

Carried RBM2016-56

3.0 DEPUTATIONS

3.1 DEBRA SOULE – ARTS, CULTURE & HERITAGE OFFICER

Information and Q&A on the Heritage Conservation District Study

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 BREASTFEEDING FRIENDLY COMMUNITY TOOLKIT

6.0 LIASON UPDATES

6.1 POLICE

6.2 STAFF

6.3 COUNCIL

7.0 REPORTS

7.1 TREASURER

Moved By:

Seconded By:

Resolved: That the Treasurer's Report for June 2016 be accepted.

Carried RBM2016-

Moved By:

Seconded By:

Resolved: That the Treasurer's Report for July 2016 be accepted.

Carried RBM2016-

7.2 MARKETING

Moved By:

Seconded By:

Resolved: That the Minutes of the July 5th Meeting be accepted.

Carried RBM2016-

Moved By:

Seconded By:

Resolved: That the Minutes of the August 2nd Meeting be accepted.

Carried RBM2016-

7.3 BEAUTIFICATION

Moved By:

Seconded By:

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

Carried RBM2016-

Moved By:

Seconded By:

Resolved: That the Minutes of the August 4th Meeting be accepted.

Carried RBM2016-

7.4 PARKING

Moved By:

Seconded By:

Resolved: That the Minutes of the July 12th Meeting be accepted.

Carried RBM2016-

Moved By:

Seconded By:

Resolved: That the Minutes of the August 9th Meeting be accepted.

Carried RBM2016-

7.5 ADVOCACY

Moved By:

Seconded By:

Resolved: That the Minutes of the July 12th Meeting be accepted.

Carried RBM2016-

Moved By:

Seconded By:

Resolved: That the Minutes of the August 9th Meeting be accepted.

Carried RBM2016-

7.6 GENERAL MANAGER

Update to activities in July & August was given.

8.0 NEXT MEETING

Thursday, September 29th, 2016

7:30am

Kawartha Lakes Police Service Community Room

6 Victoria Avenue North, Lindsay

9.0 ADJOURNMENT

Moved By:

Seconded By:

Resolved: That the Board of Directors adjourns it's August 25th, 2016 meeting at

Carried RBM2016-



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE BOARD OF DIRECTORS

Thursday, September 29th, 2016
7:30am

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

2016 Board Members

Vice Chair
Steve Podolsky

Chair
Charlie McDonald

Secretary/Treasurer
Sandra Falconer

Voting Members

Jim Garbutt, Kathleen Horne, Brigitte Kay
Mark Ridout, Jillian Trider, Tim White

City Councillors

Isaac Breadner, Pat Dunn, Gord James

KLPS Liason
Chief John Hagarty

CKL Staff Liason
Carlie Arbour

MEETING #RBM-2016-06

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, Jill Trider, Tim White, Councillor Isaac Breadner, Councillor Pat Dunn, Councillor Gord James, Carlie Arbour

Recording Secretary: Melissa McFarland

Late Arrivals: Kathleen Horne (arrived 7:55am)

Early Departures: None

Guests: Rebecca Mustard, Paul Piri

Regrets: Brigitte Kay

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Mark Ridout

Seconded By: Pat Dunn

Resolved: That the agenda be adopted as circulated.

Carried RBM2016-55

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Sandra Falconer

Seconded By: Steve Podolsky

Resolved: That the minutes of the June 30th Board of Directors Meeting be approved.

Carried RBM2016-56

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

Letter of resignation from Brigitte Kay was received.

5.0 OTHER OR NEW BUSINESS

5.1 BREASTFEEDING FRIENDLY COMMUNITY TOOLKIT

Moved By: Jim Garbutt

Seconded By: Tim White

Resolved: That the content of the Breastfeeding Friendly Community Toolkit prepared by the Health Unit be approved.

Carried RBM2016-57

5.2 ANNUAL GENERAL MEETING

Moved By: Gord James

Seconded By: Mark Ridout

Resolved: That the Annual General Meeting be tentatively scheduled for Thursday, January 12th, 2017 at 6:00pm, and the the Elysian Room (above the Olympia) be scheduled if available.

Carried RBM2016-58

5.3 NEW BUSINESS WELCOME PACKAGE

Moved By: Isaac Breadner

Seconded By: Sandra Falconer

Resolved: That the proposed Welcome Package for new business be accepted with the addition of a BIA boundary map, service terms for the Board, Municipal Service hours, important annual dates, garbage collection information, and information on the downtown gift certificates.

Carried RBM2016-59

6.0 LIASON UPDATES

6.1 POLICE

No update.

6.2 STAFF

Downtown Revitalization has been on a break for the summer and will reconvene for meetings starting this month. Discussion will be had on how to align future activities with the BIA. An infographic has been created to provide the most key information in an efficient and visually appealing way, and was circulated to the Board. The clear bag program for waste within the City of Kawartha Lakes begins January 1st, 2017 and businesses should be reminded that the new requirements are in effect for commercial businesses as well as residents, and include waste put into dumpsters. RT08 is forming two new committees for Marketing and Product Development and may be of interest to business owners, and is also offering Ambassador Training so that people can best represent what their area has to offer. A Trip Advisor Workshop will be taking

8.0 NEXT MEETING

Thursday, October 27th, 2016

7:30am

Kawartha Lakes Police Service Community Room

6 Victoria Avenue North, Lindsay

9.0 ADJOURNMENT TO CLOSED SESSION

Moved By: Jill Trider

Seconded By: Pat Dunn

Resolved: That the Board of Directors adjourns its Regular Meeting of September 29th, 2016 at 8:22am and moves to a Closed Session.

Carried RBM2016-76



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

AGENDA FOR THE SPECIAL MEETING OF THE BOARD OF DIRECTORS

Thursday, October 13th, 2016

7:30am

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

2016 Board Members

Vice Chair
Steve Podolsky

Chair
Charlie McDonald

Secretary/Treasurer
Sandra Falconer

Voting Members

Jim Garbutt, Kathleen Horne, Brigitte Kay
Mark Ridout, Jillian Trider, Tim White

City Councillors

Isaac Breadner, Pat Dunn, Gord James

KLPS Liason
Chief John Hagarty

CKL Staff Liason
Carlie Arbour

MEETING #SBM-2016-01

1.0 CALL TO ORDER

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

2.2 DECLARATIONS OF PECUNIARY INTEREST

3.0 REGULAR BUSINESS

3.1 TIME & LOCATION OF BUDGET INFORMATION MEETING FOR BUSINESS & PROPERTY OWNERS

3.2 REVIEW & APPROVAL OF PROPOSED 2017 MARKETING BUDGET

3.3 REVIEW & APPROVAL OF PROPOSED 2017 BEAUTIFICATION BUDGET

4.0 CLOSED SESSION

4.1 REVIEW & APPROVAL OF ADMINISTRATION / PAYROLL BUDGET

5.0 NEXT MEETING

Regular Board Meeting
Thursday, October 27th, 2016
7:30am
Kawartha Lakes Police Service Community Room
6 Victoria Avenue North, Lindsay

6.0 ADJOURNMENT



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE BOARD OF DIRECTORS

**Thursday, October 27th, 2016
7:30am**

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

2016 Board Members

Vice Chair
Steve Podolsky

Chair
Charlie McDonald

Secretary/Treasurer
Sandra Falconer

Voting Members
Jim Garbutt, Mark Ridout,
Jillian Trider, Tim White

City Councillors
Isaac Breadner, Pat Dunn, Gord James

KLPS Liason
Chief John Hagarty

CKL Staff Liason
Carlie Arbour

MEETING #RBM-2016-06

1.0 CALL TO ORDER

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

In Attendance: Charlie McDonald, Steve Podolsky, Sandra Falconer, Jim Garbutt, Mark Ridout, Jill Trider, Councillor Pat Dunn, Councillor Gord James, Carlie Arbour

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: None

Absent: Tim White, Chief John Hagarty

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Gord James

Seconded By: Mark Ridout

Resolved: That the agenda be adopted as circulated, with the addition of item 5.2 – Transient Traders By-Law.

Carried RBM2016-77

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Mark Ridout

Seconded By: Sandra Falconer

Resolved: That the minutes of the September 29th, 2016 Board of Directors Meeting be approved.

Carried RBM2016-78

Moved By: Mark Ridout

Seconded By: Sandra Falconer

Resolved: That the minutes of the October 13th, 2016 Board of Directors Special Meeting be approved.

Carried RBM2016-79

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 2017 BUDGET & TAX LEVY

Moved By: Sandra Falconer

Seconded By: Jill Trider

Resolved: That the drafted budget of \$140,000 be approved for 2017, and sent to the City Clerk's Office, and Matching Funds of \$45,000 will be applied for through Community Project Capital Funding.

Carried RBM2016-80

5.2 TRANSIENT TRADERS BY-LAW

A second Public Meeting will be held on Thursday, November 3rd from 4:30pm – 5:30pm in the Victoria Room at City Hall. A notice will be passed on to the membership.

6.0 LIASON UPDATES

6.1 POLICE

No update.

6.2 STAFF

Downtown Revitalization Advisory Committee meetings will reconvene with the first meeting on Friday to begin the Strategic Plan. A TripAdvisor workshop has been planned for Wednesday, November 2nd. Business Development has been working with web developers to assist businesses with websites using platform templates for a fee of \$850. The above information will be made available to the membership. The Heritage District Conservation Committee has been formed with 8 of the 11 members being property owners. Information will continue to be provided as the project moves forward.

6.3 COUNCIL

Council is still in the middle of 2017 budget work, and has voted in favour of a ward boundary restructuring which will have the number of councillors reduced from 16 to 8 in the next election.

7.0 REPORTS

7.1 TREASURER

Moved By: Steve Podolsky

Seconded By: Isaac Breadner

Resolved: That the Treasurer's Report for August 2016 be accepted.

Carried RBM2016-81

7.2 MARKETING

Moved By: Pat Dunn

Seconded By: Jill Trider

Resolved: That the Minutes of the October 4th Meeting be accepted.

Carried RBM2016-82

7.3 BEAUTIFICATION

Moved By: Jill Trider

Seconded By: Steve Podolsky

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

Carried RBM2016-83

7.4 PARKING

Moved By: Pat Dunn

Seconded By: Sandra Falconer

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

Carried RBM2016-84

7.5 ADVOCACY

Moved By: Jill Trider

Seconded By: Sandra Falconer

Resolved: That the Minutes of the October 11th Meeting be accepted, with the addition of Jim Garbutt being listed under 'Regrets' of the attendance section, which was previously missing.

Carried RBM2016-85

7.6 GENERAL MANAGER

Update to activities in October was given.

8.0 NEXT MEETING

Thursday, October 27th, 2016

7:30am

Kawartha Lakes Police Service Community Room

6 Victoria Avenue North, Lindsay

9.0 ADJOURNMENT

Moved By: Pat Dunn

Seconded By: Steve Podolsky

Resolved: That the Board of Directors adjourns its Regular Meeting of October 27th, 2016 at 8:23am.

Carried RBM2016-86



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE BOARD OF DIRECTORS

Thursday, November 24th, 2016
7:30am

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

2016 Board Members

Vice Chair
Steve Podolsky

Chair
Charlie McDonald

Secretary/Treasurer
Sandra Falconer

Voting Members
Jim Garbutt, Mark Ridout,
Jillian Trider, Tim White

City Councillors
Isaac Breadner, Pat Dunn, Gord James

KLPS Liason
Chief John Hagarty

CKL Staff Liason
Carlie Arbour

MEETING #RBM-2016-08

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 7:36am

In Attendance: Charlie McDonald, Steve Podolsky, Sandra Falconer, Jill Trider, Tim White, Councillor Gord James, Carlie Arbour

Recording Secretary: Melissa McFarland

Late Arrivals: Councillor Pat Dunn (7:38am), Jim Garbutt (7:50am)

Early Departures: None

Guests: None

Regrets: Councillor Isaac Breadner

Absent: Mark Ridout, Chief Hagarty

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Steve Podolsky

Seconded By: Tim White

Resolved: That the agenda be adopted as circulated.

Carried RBM2016-87

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Steve Podolsky

Seconded By: Sandra Falconer

Resolved: That the minutes of the October 27th, 2016 Board of Directors Meeting be approved.

Carried RBM2016-88

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

Letter of Resignation from Director Kathleen Horne was received.

5.0 OTHER OR NEW BUSINESS

5.1 2017 BOARD STRUCTURE

Discussion was had as to a 2017 meeting schedule. Any changes, and information pertaining to the Annual General Meeting being held on January 12th will be sent to the Board electronically.

5.2 TRANSIENT TRADERS BY-LAW

Carlie Arbour gave an update to proceedings up until this date, and brought copies of the draft by-law for distribution. The area of liquidation sales was removed from the draft by-law and adopted by Council, and a task force will be formed to address liquidation sales separately.

Melissa McFarland will send an email to Chris Marshall, Director of Development Services to inform him of the BIA's interest in the issue and to be considered to have a seat for a BIA representative on the task force.

6.0 LIASON UPDATES

6.1 POLICE

No update.

6.2 STAFF

Carlie Arbour gave updates on behalf of Economic Development. Information on Connecting Kawartha Lakes, which provides access to web developers by small businesses to develop a website for a low cost of \$850, was provided. The Heritage Conservation District Plan is underway, with the Advisory Committee meeting, and an online survey provided for public input. The goal is for the plan to be completed by the end of the year.

Moved By: Pat Dunn

Seconded By: Sandra Falconer

Resolved: That Steve Podolsky represent the BIA on the Heritage Conservation District Advisory Committee.

Carried RBM2016-89

There is a survey being circulated for input on the development of the City's new website. The Downtown Revitalization meets again on December 2nd, and Judy Coward from OMAFRA will be bringing the synthesized actions that were identified at previous meetings. Once the committee approves this version of the actions, priorities will be set, and community partners who may be able to assist with specific actions will be identified.

An update was also given to the question of the calculation of previous years' tax levies. It was identified that the levy collected in 2015 was less than that of 2014, as a reserve that was available was applied by the revenue and taxation department, decreasing the contribution from members. The full levy was collected again in 2016, which is why members may have noticed an increase from 2015 to 2016.

6.3 COUNCIL

The Corridor Study was approved. The current model of local police and OPP will remain the same.

7.0 REPORTS

7.1 TREASURER

Moved By: Pat Dunn

Seconded By: Gord James

Resolved: That the Treasurer's Report for October 2016 be accepted.

Carried RBM2016-90

7.2 MARKETING

Moved By: Steve Podolsky

Seconded By: Jill Trider

Resolved: That the Minutes of the November 1st Meeting be accepted.

Carried RBM2016-91

7.3 BEAUTIFICATION

Moved By: Gord James

Seconded By: Sandra Falconer

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

Carried RBM2016-92

7.4 PARKING

Moved By: Jill Trider

Seconded By: Gord James

Resolved: That the Minutes of the November 8th Meeting be accepted.

Carried RBM2016-93

7.5 ADVOCACY

Moved By: Jill Trider

Seconded By: Tim White

Resolved: That the Minutes of the November 8th Meeting be accepted.

Carried RBM2016-94

7.6 GENERAL MANAGER

Update to activities in November was given.

8.0 NEXT MEETING

Annual General Meeting

Thursday, January 12th

6:00pm

Elysian Room (Upstairs at The Olympia)

106 Kent Street West

9.0 ADJOURNMENT

Moved By: Pat Dunn

Seconded By: Steve Podolsky

Resolved: That the Board of Directors adjourns its Regular Meeting of November 24th, 2016 at 8:47am, and moves to a Closed Session.

Carried RBM2016-95



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
BEAUTIFICATION COMMITTEE

Thursday, January 7th, 2015
8:00am

Big Brothers Big Sisters Boardroom
117 Kent Street West, Lindsay

Committee Members

Chair

Steve Podolsky

Voting Members

Sandra Falconer

Jim Garbutt

Mark Ridout

Councillor Pat Dunn

City of Kawartha Lakes Liason

Ryan Smith (Parks)

Bruce Kitching (Public Works)

MEETING #BC-2016-01

1.0 CALL TO ORDER

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

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

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: None

Absent: Councillor Pat Dunn, Jim Garbutt, Bruce Kitching, Ryan Smith

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Sandra Falconer

Seconded By: Mark Ridout

Resolved: That the agenda be adopted as circulated.

Carried BC2016-01

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Mark Ridout

Seconded By: Charlie McDonald

Resolved: That the minutes of the December 3rd, 2015 meeting be approved. **Carried BC2016-02**

3.0 DEPUTATIONS

4.0 CORRESPONDENCE

5.0 OTHER OR NEW BUSINESS

5.1 BUDGET UPDATE

Received.

5.2 2016 COMMITTEE

Moved By: Charlie McDonald

Seconded By: Sandra Falconer

Resolved: That Steve Podolsky remain as Committee Chair for 2016.

Carried BC2016-03

5.3 PHONE BOOTHS

The Procurement Department at the City of Kawartha Lakes contacted Steve Podolsky for information on the original cost of the booths, and possible current value. Removal is complete.

5.4 ENTRANCE SIGNS

The four 'Historic Downtown Lindsay' entrance signs are in need of repair / refurbishment. Quotes will be obtained for the work.

5.5 #1 KENT PARKETTE

Discussion was conducted on the most cost-efficient way to have the tear down and removal of pavers completed. Quotes will be obtained from basic labours, as well as new quotes from landscapers.

5.6 SNOW REMOVAL

Correspondence was received from downtown business owners regarding concerns with the instruction to have snow shoveled off the curb. Instruction will be amended to have snow shoveled 'to' the curb.

6.0 REPORTS

None

7.0 NEXT MEETING

Thursday, February 4th, 2016

8:00am

Big Brothers Big Sisters Boardroom

117 Kent Street West

8.0 ADJOURNMENT

Moved By: Charlie McDonald

Seconded By: Mark Ridout

Resolved: That the January 7th, 2016 meeting of the Beautification Committee adjourn at 8:45am.

Carried BC2015-04



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
BEAUTIFICATION COMMITTEE

Thursday, February 4th, 2016
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-2016-02

1.0 CALL TO ORDER

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

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

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: None

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Mark Ridout

Seconded By: Pat Dunn

Resolved: That the agenda be adopted as circulated.

Carried BC2016-05

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Mark Ridout

Seconded By: Sandra Falconer

Resolved: That the minutes of the January 7th, 2016 meeting be approved.

Carried BC2016-06

3.0 DEPUTATIONS

4.0 CORRESPONDENCE

5.0 OTHER OR NEW BUSINESS

5.1 BUDGET UPDATE

Received.

5.2 FLOWER R.F.P.

The R.F.P. for hanging baskets and planters for 2015 will be updated with new logo and correct dates and sent to local greenhouses. Responses will be requested to be returned by Friday, February 19th for selection.

5.3 LEGACY C.H.E.S.T. APPLICATION FOR BANNERS

Councillor Dunn gave update on committee, which has been formed. Applications will be reviewed in the near future.

5.4 SPRING WEATHER CLEANUP

Recent mild weather has given an opportunity to perform some early cleanup downtown before it gets cold again – sweeping, clearing out from under garbage cans, etc. Discussion on whether more cans are needed was held, and cans will be monitored for usage in certain areas.

5.5 PLANTERS IN PARKETTE

Planters need to be redistributed to prevent vehicles from accessing parkette.

5.6 VETERANS BANNERS

BIA Board of Directors was in favour of Beautification's recommendation for support of the program, and John Kozak of the Lindsay Legion will be contacted by Melissa to advise him.

5.7 #1 KENT PARKETTE

No new update at this time.

5.8 OTHER ITEMS

Other items discussed for possible future projects included providing directional signage at the alleyway entrances, and adding green space in the downtown by planting trees in the large planters.

Discussion of the parking issue at the junction of the former Irish House lot and the right of way was discussed and will be added to the Parking Committee agenda.

6.0 REPORTS

None

7.0 NEXT MEETING

Thursday, March 3rd, 2016

8:00am

Big Brothers Big Sisters Boardroom

117 Kent Street West

8.0 ADJOURNMENT

Moved By: Pat Dunn

Seconded By: Jim Garbutt

Resolved: That the February 4th, 2016 meeting of the Beautification Committee adjourn at 8:52am.

Carried BC2015-07



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
BEAUTIFICATION COMMITTEE

Thursday, March 3rd, 2016
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-2016-03

1.0 CALL TO ORDER

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

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

Recording Secretary: Melissa McFarland

Late Arrivals: Ryan Smith (8:05am)

Early Departures: None

Guests: None

Regrets: None

Absent: Councillor Pat Dunn

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 BC2016-08

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Mark Ridout

Seconded By: Sandra Falconer

Resolved: That the minutes of the February 4th 2016 meeting be approved.

Carried BC2016-09

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

4.1 CHAMBER OF COMMERCE TENT PURCHASES

Events tents that were available for rent are now available for purchase at a cost of \$500.

Moved By: Sandra Falconer

Seconded By: Mark Ridout

Resolved: That at least one tent be purchased from the Chamber for BIA events, and two if the \$1000 expense is approved by the Board of Directors.

Carried BC2016-09

5.0 OTHER OR NEW BUSINESS

5.1 FLOWER R.F.P.

The R.F.P. for hanging baskets and planters 2016 was awarded by the Board of Directors to Hill's Florist. A meeting will be scheduled to discuss plant types and timing.

5.2 LEGACY C.H.E.S.T. APPLICATION FOR BANNERS

No update to the awarding of the grant has been received. Discussions regarding design will be discussed at the April meeting. Garnet Brydon will be invited to attend for input. Storage at Wellington Street depot was discussed and will be looked into.

Correspondence was received from a representative of the Historical Society about the possibility of advertising the 109th Battalion Commemoration event taking place in May on downtown banners.

Further correspondence will be held with the representative regarding cost and logistics to ensure its benefit to all involved.

5.3 VETERANS BANNERS

Dialogue between John Kozak of the Lindsay Legion and Melissa McFarland was conducted and the program is going ahead.

5.4 #1 KENT PARKETTE

Steve Podolsky contacted Scott Wood and Stacy Wood regarding labour, and having them remove the stones and pavers in the area. Further discussions will be held regarding cost and if a quote can be established.

5.5 OTHER ITEMS

Correspondence from Warren Beatton was received regarding the garbage cans, which was covered in snow and the waste was not able to be removed. Scott Wood and Stacy Wood will keep an eye on the cans to ensure they are not overly full before next Thursday's garbage pick-up.

Snow on the sidewalk on the west side of Lindsay Street, just south of Kent was reported – the sidewalk plow appear to have stopped at the corner and not continued around the corner, making that stretch of sidewalk inaccessible. Bruce Kitching will touch base with snow removal staff.

6.0 REPORTS

None

7.0 NEXT MEETING

Thursday, April 7th, 2016

8:00am

Big Brothers Big Sisters Boardroom

117 Kent Street West

8.0 ADJOURNMENT

Moved By: Mark Ridout

Seconded By: Sandra Falconer

Resolved: That the March 3rd, 2016 meeting of the Beautification Committee adjourn at 8:45am.

Carried BC2015-10



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
BEAUTIFICATION COMMITTEE

Thursday, April 7th, 2016
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-2016-04

1.0 CALL TO ORDER

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

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

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: Bruce Kitching (8:30am)

Guests: None

Regrets: None

Absent: Mark Ridout

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Jim Garbutt

Seconded By: Pat Dunn

Resolved: That the agenda be adopted as circulated.

Carried BC2016-11

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Pat Dunn

Seconded By: Sandra Falconer

Resolved: That the minutes of the March 3rd, 2016 meeting be approved.

Carried BC2016-12

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

4.1 OGILVIE SITE FURNISHINGS

An introductory / informational email was forwarded from Councillor Dunn to the BIA & CKL Parks regarding availability of street furnishings from the above mentioned company.

4.2 CKL MATCHING FUNDING

Matching funds in the amount of \$35,000 were received from the City of Kawartha Lakes for 2016.

5.0 OTHER OR NEW BUSINESS

5.1 #1 KENT PARKETTE

Scott and Stacy Wood will be removing and discarding all debris in the area. They will advise of a labour cost shortly. Discussion was held to decide if the area should be fenced in while work is being done. Battlefield fencing will be looked into so there is not a need for digging and locates. Area will be filled with gravel or limestone.

5.2 BANNERS

Legacy C.H.E.S.T. Funding was approved in the amount of \$14,407.50 for new banners. Artistic direction was discussed, with examples of other municipalities for inspiration. Banners will be designed with a Spring/Summer and Fall/Winter appropriate sets in mind. The old banners will be kept for future projects or donations.

5.3 OTHER ITEMS

The Urns will be emptied of wintery greenery in the coming weeks. There is a gap of time before summer flowers go in them in June. Businesses are welcome to fill with their own flowers in the interim.

Some complaints were received regarding the consistency of areas completed by the sidewalk plow over winter, specifically the side streets. Bruce Kitching will review.

6.0 REPORTS

None

7.0 NEXT MEETING

Thursday, May 5th, 2016

8:00am

Big Brothers Big Sisters Boardroom

117 Kent Street West

8.0 ADJOURNMENT

Moved By: Pat Dunn

Seconded By: Jim Garbutt

Resolved: That the April 7th, 2016 meeting of the Beautification Committee adjourn at 8:45am.

Carried BC2016-13



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
BEAUTIFICATION COMMITTEE

Thursday, May 5th, 2016
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-2016-05

1.0 CALL TO ORDER

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

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

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: Councillor Pat Dunn (8:46am)

Guests: Garnet Brydon

Regrets: None

Absent: Ryan Smith

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Charlie McDonald **Seconded By:** Mark Ridout

Resolved: That the agenda be adopted as circulated.

Carried BC2016-14

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

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

Resolved: That the minutes of the April 7th, 2016 meeting be approved.

Carried BC2016-15

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 #1 KENT PARKETTE

Disposal of debris is in progress. The only costs being incurred at this time are for labour; there will be no costs for disposal. The next step will be to meet with Ryan Smith at the site to develop a site plan that is low maintenance. The pavers will be transported to Public Works for future use if needed. Costs for stamped asphalt will be researched, as a lower cost alternative to stamped concrete. Rosedale Paving was suggested. Options for a sign were discussed, and the committee was made aware of the 9m triangle sight lines required for the intersection.

5.2 BENCHES

The benches will be installed shortly. Steve Podolsky and Bruce Kitching will do a walkaround to map out.

5.3 ENTRANCE SIGNS

Barb Trent is working on a quote to refurbish the 4 entrance signs. Suggestions were made to look at lower-cost alternatives to the gold leaf paint originally used, and to look into placing the BIA logo on the back of the sign, perhaps in neutral colours. It was also suggested to obtain a comparative quote from Summerberry Signs.

5.4 FLOWERS

An email was sent to the membership to inform them that the flowers will be planted and hung between the Victoria Day weekend and the first of June, weather dependent, and to encourage them to plant their own hardy plants or artificials in the meantime.

Urns have been requested from some businesses. Inventory will be completed.

5.5 BANNERS

A mock-up was completed by Melissa McFarland based on the recommendations made by committee members at the April meeting based on elements from other communities. Garnet Brydon of Jacks Communications was sent the mock-up for his comments and gave his recommendations for edits to be made to the presented banners, as well as ideas for different styles. His recommendations for the presented banners included:

- Changing the icon of the shopping cart to a shopping bag
- Changing the red colour to something less conflicting with the purple/blue
- Changing the services building to reflect the town hall building
- Removing 'Lindsay' from logo area, and moving the logo to the baseline with words above
- Finding a way to work in website URL

Garnet encouraged the committee to expand their thinking of the use of the banners to represent the historical 'stories' of Lindsay and the downtown, such as Purdy's Mills, Dennis Sweeting, the Academy Theatre, Lindsay being the birthplace of summer theatre, etc.

6.0 REPORTS

None

7.0 NEXT MEETING

Thursday, June 2nd, 2016

8:00am

Big Brothers Big Sisters Boardroom

117 Kent Street West

8.0 ADJOURNMENT

Moved By: Mark Ridout

Seconded By: Jim Garbutt

Resolved: That the May 5th, 2016 meeting of the Beautification Committee adjourn at 9:00am.

Carried BC2016-16



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
BEAUTIFICATION COMMITTEE

Thursday, June 2nd, 2016
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-2016-07

1.0 CALL TO ORDER

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

In Attendance: Steve Podolsky, Sandra Falconer, Mark Ridout, Councillor Pat Dunn,
Ryan Smith

Recording Secretary: Melissa McFarland

Late Arrivals: Jim Garbutt (8:06am), Bruce Kitching (8:10am)

Early Departures: Councillor Pat Dunn (8:46am)

Guests: None

Regrets: None

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Charlie McDonald

Seconded By: Sandra Falconer

Resolved: That the agenda be adopted as circulated.

Carried BC2016-17

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 May 5th, 2016 meeting be approved.

Carried BC2016-18

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 #1 KENT PARKETTE

Work is continuing on the area. The pavers have been excavated and will be placed on skids for Public Works to pick up and store for eventual sidewalk repair. A quote from Rosedale Paving for \$7500 was obtained for asphalt that is stamped around the perimeter and bench pads. A meeting is planned with Bob Howe for a quote for pouring two pads, anchoring the benches and planting locust trees. Charlie McDonald will contact Corby Purdy regarding have the sidewalk connected before the asphalt is poured.

5.2 BENCHES

The benches have been installed by Public Works in the downtown. One of the new benches belonging to Parks was used by mistake and will be rectified. Some benches were placed incorrectly and will be moved.

5.3 ENTRANCE SIGNS

A quote from Barb Trent was obtained for the refreshing on the signs. The bases will be repaired, sanded and painted on site, and the tops will be taken to the workshop for a refresh and painting. Three signs need a general refresh for a cost of \$810. One sign will require more extensive repair for a cost of \$955.

Discussion was held on placing the BIA logo on the back in muted colours, as well as ideas for making the gold lettering more reflective. Discussion was also held on the possibility of moving the Kent Street sign further west was discussed.

5.4 FLOWER UPDATE

The planted urn flowers are in, and the hanging baskets will be up in the next few days.

5.5 WEEDS

The committee discussed the benefits to getting at the weeds early, perhaps using a natural remedy. A suggestion was made to use pickling vinegar which has a higher acidity. An email will be sent to the membership to encourage merchants to keep their own areas free of weeds when possible.

5.6 BANNER DESIGN

Edits were made to the banners presented at the May meeting, as per Garnet Brydon's recommendations.

Moved By: Sandra Falconer

Seconded By: Mark Ridout

Resolved: That the proposed banners will be approved, pending any final recommendations from Garnet Brydon, and the finished product will be sent to the Board as a courtesy.

Carried BC2016-18

6.0 REPORTS

None

7.0 NEXT MEETING

Thursday, July 7th, 2016

8:00am

Big Brothers Big Sisters Boardroom

117 Kent Street West

8.0 ADJOURNMENT

Moved By: Jim Garbutt

Seconded By: Sandra Falconer

Resolved: That the June 2nd, 2016 meeting of the Beautification Committee adjourn at 8:50am.

Carried BC2016-16



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
BEAUTIFICATION COMMITTEE

Thursday, July 7th, 2016
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-2016-07

1.0 CALL TO ORDER

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

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

Recording Secretary: Melissa McFarland

Late Arrivals: Sandra Falconer (8:07am), Ryan Smith (8:12am)

Early Departures: Melissa McFarland (8:40am)

Guests: None

Regrets: None

Absent: Councillor Pat Dunn

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Mark Ridout

Seconded By: Charlie McDonald

Resolved: That the agenda be adopted as circulated.

Carried BC2016-20

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Mark Ridout

Seconded By: Charlie McDonald

Resolved: That the minutes of the June 2nd, 2016 meeting be approved.

Carried BC2016-21

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 #1 KENT PARKETTE UPDATE

All locates have been received and passed on to Bob Howe. The tree is being held off due to the height. Bench pads are poured and 2 benches ordered – they are back ordered so Parks will donate 2 of theirs and we will replace theirs upon arrival. Discussion of wall parking and different options was held – the building has a heritage designation, and options for preserving without parking was discussion and will be looked into further. Options for a welcome sign will be considered.

5.2 GARBAGE CAN PLACEMENT

There is no ideal location for a garbage can in the parkette. The can in front of Friendly's has been requested to be moved so it will be relocated adjacent to the parkette.

5.3 ENTRANCE SIGNS

The refreshment and refurbishment of the four entrance signs will be a fall and winter project.

5.4 WEEDS

Weeds are most prominent under the hanging baskets due to the frequency of watering. Solution to be sprayed before and during water. Discussion of the watering requirements for the trees was discussed – Ryan Smith recommended gator bags which will slowly water, and will give us one to try.

5.5 BANNER DESIGN

A request from the Chamber of Commerce was received to consider including their diversity logo on the banners as a show of support. It was agreed that the banners may not be the ideal place to promote the logo, but the committee would not be opposed to other ideas.

A recommendation was made by Jim Garbutt to submit the previously approved banners to the Accessibility Committee at the City for feedback.

5.6 ASHTRAYS

A couple of different options were presented that were each around the \$70 mark. The Health Unit will be consulted for guidelines and feedback. A suggestion was made that a company such as Payne Machinery may be able to fabricate something and would be less expensive.

5.7 OTHER ITEMS

Alleyway beautification was discussed based off recommendations from the Downtown Revitalization Streetscape and Façade Design Guidelines. A project such as this may be eligible for funding from Legacy C.H.E.S.T.

Classics on Kent – a dumpster will be provided for Scott & Stacy Wood to keep the garbage receptacles cleared throughout the day, and the streets will be cleaned prior.

6.0 REPORTS

None

7.0 NEXT MEETING

Thursday, August 4th, 2016

8:00am

Big Brothers Big Sisters Boardroom
117 Kent Street West

8.0 ADJOURNMENT

Moved By: Mark Ridout

Seconded By: Charlie McDonald

Resolved: That the July 7th, 2016 meeting of the Beautification Committee adjourn at 8:50am.

Carried BC2016-22



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
BEAUTIFICATION COMMITTEE

Thursday, August 4th, 2016
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-2016-08

1.0 CALL TO ORDER

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

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

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: Ryan Smith

Absent: Jim Garbutt

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Pat Dunn

Seconded By: Charlie McDonald

Resolved: That the agenda be adopted as circulated.

Carried BC2016-23

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Mark Ridout

Seconded By: Charlie McDonald

Resolved: That the minutes of the June 2nd, 2016 meeting be approved.

Carried BC2016-24

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 #1 KENT PARKETTE UPDATE

Paving still in the process of being scheduled with Rosedale Paving. Public Works has picked up the garbage can. The benches have arrived to Parks and will be used in exchange for ours once arrived. AutoTrim is putting together a proposal for the welcome sign. It was brought to the committees attention that there are regulations for signage font size in relation to the speed limit, which will be looked into.

5.2 ENTRANCE SIGNS

Moved By: Mark Ridout

Seconded By: Charlie McDonald

Resolved: That the Beautification Committee recommends to the Board of Directors that an application be completed for a Legacy C.H.E.S.T. Fund grant, for the refurbishment of the four entrance signs.

Carried BC2016-25

5.3 WEEDS

Scott Wood is keeping on top of the weeding.

5.4 BANNER DESIGN

Positive feedback was received from the Accessibility Coordinator on the design. Printing will commence. Joe Cayley advised on his requirements for the hanging.

5.5 ASHTRAYS

Research will be conducted on what practices other municipalities may use, through the OBIAA. Topics such as issues with non-smoking by-laws, reactions from non-smoking pedestrians, odours, etc, will be investigated.

5.6 CHRISTMAS TREE

Steve Podolsky and Charlie McDonald are appraising trees as they are suggested to the BIA.

5.7 VALU-MART PARKETTE

Discussion was held on how to best create ambiance in this area, including a stage, picnic tables, greenery, umbrellas etc. Discussion on how best to update the mural on the wall of the Lingerie Loft was also had. The Boys & Girls Club will be contacted for the contact info of who did theirs.

6.0 REPORTS

None

7.0 NEXT MEETING

Thursday, September 1st, 2016

8:00am

Big Brothers Big Sisters Boardroom

117 Kent Street West

8.0 ADJOURNMENT

Moved By: Sandra Falconer

Seconded By: Charlie McDonald

Resolved: That the August 4th, 2016 meeting of the Beautification Committee adjourn at 8:25am.

Carried BC2016-26



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
BEAUTIFICATION COMMITTEE

Thursday, September 8th, 2016
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-2016-09

1.0 CALL TO ORDER

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

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

Recording Secretary: Steve Podolsky

Late Arrivals: Jim Garbutt (8:10am)

Early Departures: None

Guests: None

Regrets: Ryan Smith

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Pat Dunn

Seconded By: Charlie McDonald

Resolved: That the agenda be adopted as circulated.

Carried BC2016-27

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Mark Ridout

Seconded By: Charlie McDonald

Resolved: That the minutes of the August 4th, 2016 meeting be approved.

Carried BC2016-28

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 #1 KENT PARKETTE UPDATE

The rerouting of the eavestrough has been approved by the property owner, but will be the responsibility of the BIA. Repairs to the wall are still to be determined. The Entrance Sign proposed by AutoTrim will be included in the quote for the Legacy C.H.E.S.T. application discussed below.

5.2 ENTRANCE SIGNS

Funding will be requested through the Legacy C.H.E.S.T. Fund for repairs and refurbishment of the four entrance signs.

5.3 ASHTRAYS

One single ashtray will be ordered for time being.

5.4 CHRISTMAS TREE

Currently the only option is the one offered on Dyana Drive. Options will be kept open a few weeks longer.

5.5 OTHER ITEMS

Tree grates are in need of painting. John Howard Society will be contacted for volunteers next spring.

Weeds are an issue in some areas. Steve Podolsky will speak to Scott and Stacy Wood regarding areas around trees.

Replacement trees may be needed. Steve Podolsky will speak to Roger Hill.

The RFP for flowers for the 2017 season will begin to be put together.

The tent the parkette will be taken down, and will be stored in the container it came in.

6.0 REPORTS

None

7.0 NEXT MEETING

Thursday, October 6th, 2016

8:00am

Big Brothers Big Sisters Boardroom

117 Kent Street West

8.0 ADJOURNMENT

Moved By: Charlie McDonald

Seconded By: Jim Garbutt

Resolved: That the September 8th, 2016 meeting of the Beautification Committee adjourn at 8:45am.

Carried BC2016-29



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
BEAUTIFICATION COMMITTEE

Thursday, October 6th, 2016
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-2016-10

1.0 CALL TO ORDER

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

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

Recording Secretary: Steve Podolsky

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: None

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Pat Dunn

Seconded By: Charlie McDonald

Resolved: That the agenda be adopted as circulated.

Carried BC2016-30

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Sandra Falconer

Seconded By: Charlie McDonald

Resolved: That the minutes of the September 8th, 2016 meeting be approved. **Carried BC2016-31**

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 BUDGET UPDATE & 2017 DISCUSSIONS

Outstanding balance of 2016 funds will include, payment of invoices for the refurbishment of #1 Kent, winter greenery, the remainder of Scott Wood's contract, replacement trees, replacement urns, and tree grates and holiday décor, if possible.

Additional funds in 2017 will be used towards rising costs of goods and services, and thorough weeding services.

Moved By: Charlie McDonald

Seconded By: Sandra Falconer

Resolved: That an additional \$10,000 be requested to the Board for a levy increase, and an additional \$2000 be requested from the City of Kawartha Lakes Community Partnership & Development Fund Program.

Carried BC2016-32

Discussion was held regarding replacement trees as there are issues with the current trees in some areas, and replacement costs are high. A discussion was held regarding alternative species, and the process used to choose the existing lilac dwarf trees. Steve Podolsky with confer with Councillor Gord James who was on the committee at the time the current trees were chosen.

5.2 #1 KENT PARKETTE UPDATE

See below.

5.3 ENTRANCE SIGNS & WELCOME SIGN GRANT

Legacy C.H.E.S.T. Fund grant for the above items will be completed and submitted prior to the deadline of November 11th.

5.4 ASHTRAYS

Public Works will investigate the possibility of having them installed on light standards, but having them installed on the sides of the garbage cans is still being considered, and perhaps on a trial basis, starting with one or two per block.

5.5 CHRISTMAS TREE

The front runner is located on Dyana Drive, and another option in Omemee was brought forward. Steve Podolsky and Charlie McDonald will check it out and make the final decision.

5.6 URNS & BENCHES

Benches will be removed in the coming weeks. Requests for urns have been brought forward by Kate Westcott for her new location (30B Kent St W) and Community Care Hospice Services for the Suites at 2 Kent.

6.0 REPORTS

None

7.0 NEXT MEETING

Thursday, November 3rd, 2016

8:00am

Big Brothers Big Sisters Boardroom

117 Kent Street West

8.0 ADJOURNMENT

Moved By: Charlie McDonald

Seconded By: Pat Dunn

Resolved: That the October 6th meeting of the Beautification Committee adjourn at 9:05am.

Carried BC2016-33



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
BEAUTIFICATION COMMITTEE

Thursday, November 3rd, 2016
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-2016-11

1.0 CALL TO ORDER

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

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

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: Bruce Kitching, Jim Garbutt

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

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

Resolved: That the agenda be adopted as circulated.

Carried BC2016-34

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

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

Resolved: That the minutes of the October 6th, 2016 meeting be approved.

Carried BC2016-35

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 BUDGET UPDATE

Matching funds in the amount of \$45,000 from the 50/50 Community Project Capital Funding Program were requested, approval is pending.

5.2 #1 KENT PARKETTE UPDATE

Only major items left for this project is the colouring to be done on the asphalt stamping by Rosedale Paving, and the Welcome Sign.

5.3 ENTRANCE SIGNS & WELCOME SIGN GRANT

Application is underway and will be completed ahead of the November 11th deadline.

5.4 ASHTRAYS

Moved By: Pat Dunn

Seconded By: Sandra Falconer

Resolved: That 2 sample ashtrays be purchased and installed in the areas of Kent Street (between Victoria & Cambridge) and adjacent to the Academy Theatre, for trial. **Carried BC2016-36**

5.5 CHRISTMAS TREE

The crane truck has been organized for transporting the tree from Omemee once it is cut down by Tim Finley. If possible, a CKL truck will escort back. The tree will be put up and decorated on Tuesday the 15th. The planters will be moved by Public Works.

5.6 URNS & BENCHES

Issues with summer planters and urns were discussed. Adjustments may need to be made for types of plants and watering schedule to accommodate heavy sun on north side. Discussions were had about newer style of self watering urns, and it was suggested that perhaps no more of the current urns be purchased and begin phasing these in. Discussion of 2017 RFQ was discussed with agreement that the different areas (hanging baskets, summer flower planters, winter greenery planters) could be split to allow different companies to quote on separate areas. It was also suggested to include an option to renew for the following year.

5.7 REPLACEMENT TREES

Steve Podolsky will speak to Roger Hill about the items previously discussed at October's meeting.

5.8 WEEDING

A professional weeding company will be hired for the beginning of the 2017 spring season.

6.0 REPORTS

None

7.0 NEXT MEETING

Thursday, December 1st, 2016

8:00am

Big Brothers Big Sisters Boardroom

117 Kent Street West

8.0 ADJOURNMENT

Moved By: Sandra Falconer

Seconded By: Pat Dunn

Resolved: That the November 3rd meeting of the Beautification Committee adjourn at 8:46am.

Carried BC2016-37



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
BEAUTIFICATION COMMITTEE

Thursday, December 1st, 2016
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-2016-12

1.0 CALL TO ORDER

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

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

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: None

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 BC2016-38

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Charlie McDonald

Seconded By: Pat Dunn

Resolved: That the minutes of the November 3rd, 2016 meeting be approved. **Carried BC2016-39**

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 BUDGET UPDATE

Received. A suggestion was made for any surplus in this year's budget to be applied towards replacement urns.

Discussion regarding items for consideration in 2017 included professional decorations and services for the Christmas Tree.

5.2 ASHTRAYS

Samples are to be obtained from supplier in Markham for pilot testing on each block.

5.3 URNS & BENCHES

Benches have been removed by Public Works. Urns were installed at the Kate & Co's new location by Roy Purdy for no cost to the BIA. Options for self-watering urns were discussed and will await input from the Downtown Revitalization Streetscape & Façade Design Guidelines at the time that they may be implemented. The winter greenery was installed, with a couple of small issues of vandalism reported.

5.4 REPLACEMENT TREES

No update.

5.5 WEEDING

Will be tasked as a priority in early spring.

5.6 HANGING BASKET HOOKS

It was reported that the hooks for the hanging baskets on the lamp standards are being worn away as a result of weather and the weight of the baskets. They will need to be repaired and/or re-welded. Steve Podolsky will contact a welder for information.

5.7 PLANTS & FLAGS FOR CANADA'S 150th

A suggestion was made for next year's flowers to be red and white, which can be an item worked into the RFP, as an option.

Discussion was held on purchasing additional flags. As this is likely a time sensitive issue with supply and demand, suppliers will be contacted for information as soon as possible.

Moved By: Pat Dunn

Seconded By: Jim Garbutt

Resolved: That the committee purchase 2 Canada flags for each lamp standard, pending TBD cost.

Carried BC2016-40

5.8 OTHER ITEMS

Leaf / Debris Blowers – Steve Podolsky will research costs for the next meeting.

Concerns were raised about the banners and the appearance of additional slack.

Concerns were raised about the tendency of certain garbage cans to be overflowing between pick-up days. Steve Podolsky will instruct the contractors to monitor them more frequently and empty when needed.

6.0 REPORTS

None

7.0 NEXT MEETING

Thursday, January 5th, 2016

8:00am

Big Brothers Big Sisters Boardroom

117 Kent Street West

8.0 ADJOURNMENT

Moved By: Charlie McDonald

Seconded By: Jim Garbutt

Resolved: That the December 1st meeting of the Beautification Committee adjourn at 8:45am.

Carried BC2016-41



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
MARKETING COMMITTEE

Tuesday, January 5th, 2015
6:00pm

The Grand Experience
177 Kent Street West, Lindsay

Committee Members

Chair

Jill Trider

Voting Members

Liz Grimes

Leanna Segura

Kate Westcott

MEETING #MC-2016-01

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 6:24pm

In Attendance: Kate Westcott, Liz Grimes, Jill Trider

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: Leanna Segura

Regrets: None

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Liz Grimes

Seconded By: Kate Westcott

Resolved: That the agenda be adopted as circulated.

Carried MC2016-01

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Jill Trider

Seconded By: Liz Grimes

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

Carried MC2016-02

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 BUDGET UPDATE

Received.

5.2 2016 COMMITTEE

Moved By: Kate Westcott

Seconded By: Liz Grimes

Resolved: That Jillian Trider be nominated and accepted for the position of Chair of the Marketing Sub-Committee.

Carried MC2016-03

Leanne Segura will formally be joining the Marketing Committee as of this meeting.

5.3 UPCOMING EVENTS & ENDEAVOURS

Correspondence between Conrad of Howard Johnson and Melissa McFarland has been made regarding an outdoor Family Day event. The Marketing Committee earmarked \$2500 of the 2015 budget carryover towards this event. More details will be forthcoming.

An email was received from Kate Winn of Reaboro who publishes a blog called This Mom Loves, and is interested in partnering with the downtown for some marketing opportunities. An in-person meeting with her will be requested.

Thank You cards will be designed and printed for future use, and one will be addressed to Mark Reid to thank him for the use of the parkette in 2015.

Full completion of the website with complete editing capabilities will be made a priority.

Ladies Night Out event was discussed and the date was set as Thursday, February 25th. Discussions around tickets, posters, and inclusions of ticket price were discussed.

6.0 NEXT MEETING

Tuesday, February 2nd, 2016

6:00pm

Olympia Restaurant

106 Kent Street West

7.0 ADJOURNMENT

Moved By: Jill Trider

Seconded By: Kate Westcott

Resolved: That the January 5th, 2015 meeting of the Marketing Committee adjourn at 7:18pm.

Carried MC2016-04



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
MARKETING COMMITTEE

Tuesday, February 2nd, 2016
6:00pm

The Olympia
106 Kent Street West, Lindsay

Committee Members

Chair

Jill Trider

Voting Members

Liz Grimes

Leanna Segura

Ann Scarlett

Kate Westcott

MEETING #MC-2016-02

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 6:08pm

In Attendance: Jill Trider, Liz Grimes, Leanna Segura

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: Ann Scarlett, Nicki Dedes

Regrets: Kate Westcott

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Liz Grimes

Seconded By: Leanna Segura

Resolved: That the agenda be adopted as circulated.

Carried MC2016-05

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Leanna Segura

Seconded By: Liz Grimes

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

Carried MC2016-06

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 BUDGET UPDATE

Received.

5.2 GIRLS NIGHT OUT EVENT

The Olympia has given us a cost of \$10 per person for the wine and cheese, and use of the Elysian Room upstairs. The Century Cinema is able to offer popcorn and a drink for the movie for \$5 per person. Tickets will be \$20. Email to the membership will be sent with the poster and information about the event, asking for the commitment to participate which requires a donation of a \$25 gift certificate and opening hours until 8:30pm. Deadline for participation will be February 12th. 120 tickets will be printed as a portrait postcard. Ballots will be made for prize draws. Ann still has the lanterns from the Shop Hop and will make them available for participants to pick up.

5.3 FAMILY DAY EVENTS

Events poster has been designed and is almost ready for circulation with information about events at Howard Johnson, the Lindsay Library, the Old Gaol Museum, and special offers from downtown merchants.

Moved By: Liz Grimes

Seconded By: Leanna Segura

Resolved: That the BIA will contribute \$300 towards the ice carving event, and commit \$275 for a ¼ page ad in Kawartha Lakes This Week towards the Family Day event, from the carryover earmarked from the 2015 budget.

Carried MC2016-07

5.4 OTHER ITEMS

Easter Weekend – thoughts for events were discussed, including a BIA sponsored Easter movie, colouring contest or downtown scavenger hunt.

Mother's Day – thoughts for events were discussed, including a high tea event on the Saturday.

Midnight Madness or Sidewalk Sale event – ideas were discussed for an event to possibly coincide with Classics on Kent weekend. Committee members will bring ideas to the March 1st meeting.

Ann Scarlett of Kent Florist will join the Marketing Committee as of this meeting.

6.0 NEXT MEETING

Tuesday, March 1st, 2016

6:00pm

The Olympia

106 Kent Street West

7.0 ADJOURNMENT

Moved By: Liz Grimes

Seconded By: Leanna Segura

Resolved: That the February 2nd, 2016 meeting of the Marketing Committee adjourn at 7:30pm.

Carried MC2016-08



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
MARKETING COMMITTEE

Tuesday, March 1st, 2016

5:15pm

The Olympia

106 Kent Street West, Lindsay

Committee Members

Chair

Jill Trider

Voting Members

Liz Grimes

Leanna Segura

Ann Scarlett

Kate Westcott

MEETING #MC-2016-03

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 5:25pm

In Attendance: Jill Trider, Liz Grimes, Leanna Segura, Ann Scarlett, Kate Westcott

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: Nicki Dedes (arrived 6:10pm)

Regrets: None

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Leanna Segura

Seconded By: Ann Scarlett

Resolved: That the agenda be adopted as circulated.

Carried MC2016-09

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Leanna Segura

Seconded By: Ann Scarlett

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

Carried MC2016-10

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 BUDGET UPDATE

No update from February meeting.

5.2 GIRLS NIGHT OUT EVENT WRAP-UP

Final financials discussed. Event broke close to even, with a \$68 profit which will be turned over to the Olympia as a gratuity for staff who worked the event.

An overview of all relevant info to the event has been created as a reference for future events.

5.3 UPCOMING ADVERTISING

Moved By: Kate Westcott

Seconded By: Liz Grimes

Resolved: That the 91.9 BOB FM subsidy program will continue for 2016, with a monthly commitment dependent on the number of businesses who take part.

Carried MC2016-11

Advertising with The Promoter was discussed and the consensus was to consider them with specific events only.

The Marketing Committee will not be taking part in the Emily Park information guide, or the Looking Over the Kawarthas Map.

5.4 OTHER ITEMS

The Chamber of Commerce approached the BIA regarding a digital marketing / e-commerce workshop. The Committee will consider the event, to take place in April/May, pending cost.

Mother's Day – a retail-type promotion was discussed, with ballots to be entered with purchase at participating locations, with a gift basket to be won. Melissa McFarland will inquire with the City as to the process of an OLG license to run a purchase-only event.

Moonlight Madness event will be taking place on the Saturday of Classics on Kent weekend (July 9th) from 6:00pm – 9:00pm. Participants and live entertainment will be discussed further.

6.0 NEXT MEETING

Tuesday, April 5th, 2016

6:00pm

The Olympia

106 Kent Street West

7.0 ADJOURNMENT

Moved By: Leanna Segura

Seconded By: Kate Westcott

Resolved: That the March 3rd, 2016 meeting of the Marketing Committee adjourn at 6:33pm.

Carried MC2016-12



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
MARKETING COMMITTEE

Tuesday, April 5th, 2016
6:00pm

The Grand Experience
177 Kent Street West, Lindsay

Committee Members

Chair

Jill Trider

Voting Members

Liz Grimes

Leanna Segura

Ann Scarlett

Kate Westcott

MEETING #MC-2016-04

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 6:15pm

In Attendance: Jill Trider, Liz Grimes, Leanna Segura, Ann Scarlett, Kate Westcott

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: None

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Kate Westcott

Seconded By: Liz Grimes

Resolved: That the agenda be adopted as circulated.

Carried MC2016-13

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Liz Grimes

Seconded By: Ann Scarlett

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

Carried MC2016-14

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 BUDGET UPDATE

Received.

5.2 MOTHER'S DAY EVENT

A gift basket event will be held with participating stores donating a \$50 Gift Certificate and taking ballots at their store to win the entire basket. An email will be sent out to membership for interest in participating and then the marketing will be created to promote it.

5.3 WAVING OFF THE 109th

Discussion was held regarding the recommendation that the BIA organize or subsidize flags for the storefronts. More research will be done.

5.4 DOWNTOWN MAGAZINE

Discussion was held about creating a magazine similar to the 'Splurge' publication circulated by Metroland Media, focusing on downtown businesses. Research into cost of production will be done and brought to the next meeting.

5.5 SUMMER MUSIC

Caitlin Mercure, who organized last year's music events will be contacted regarding this year's event. Possible compensation was discussed, as well as funding through VCCS or the Small Business Entrepreneurship Center.

5.6 OTHER UPCOMING EVENTS / PROJECTS

The Kawartha Lakes Police Service dedicated \$10K to foot patrols and event presence, and only needs one week notice and will do their best to provide an officer for downtown events.

Moonlight Madness is still on the radar for Classics on Kent weekend.

An email will be sent out encouraging downtown business owners who use Instagram & Twitter to use the following hashtags for continuity and an increased social media presence for our area:
#LindsayDowntown #KawarthaLakes #SupporttheLocals #ShopLocal

Early discussions were held on winter holiday events, such as a window decorating contest and Holiday Market event with a closed street. More discussion will be held at future meetings.

6.0 NEXT MEETING

Tuesday, May 3rd, 2016

6:00pm

The Olympia

106 Kent Street West

7.0 ADJOURNMENT

Moved By: Kate Westcott

Seconded By: Liz Grimes

Resolved: That the April 5th, 2016 meeting of the Marketing Committee adjourn at 7:30pm.

Carried MC2016-15



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
MARKETING COMMITTEE

Tuesday, May 3rd, 2016
6:00pm

The Grand Experience
177 Kent Street West, Lindsay

Committee Members

Chair

Jill Trider

Voting Members

Liz Grimes

Leanna Segura

Ann Scarlett

Kate Westcott

MEETING #MC-2016-05

1.0 CALL TO ORDER

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

In Attendance: Jill Trider, Liz Grimes, Leanna Segura, Charlie McDonald

Recording Secretary: Melissa McFarland

Late Arrivals: Kate Westcott (6:12pm)

Early Departures: None

Guests: Nicki Dedes

Regrets: None

Absent: Ann Scarlett

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Liz Grimes

Seconded By: Leanna Segura

Resolved: That the agenda be adopted as circulated.

Carried MC2016-16

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Leanna Segura

Seconded By: Liz Grimes

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

Carried MC2016-17

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 BUDGET UPDATE

Received.

5.2 MOTHER'S DAY EVENT UPDATE

Ballots are out at all participating merchants, and the winner will be drawn and promoted on social media on Monday, May 9th.

5.3 WAVING OFF THE 109th

Moved By: Leanna Segura

Seconded By: Liz Grimes

Resolved: Support of the event will take the form of a donation of \$200 worth of 'Downtown Gift Certificates that can be spent at any participating merchant downtown. **Carried MC2016-18**

5.4 DOWNTOWN MAGAZINE

Tracy Richardson at KLTW will be contacted for information regarding costs of publishing and distributing a downtown magazine that could be subsidized for merchants.

5.5 SUMMER MUSIC

Caitlin Mercure has been contacted about the organization of the summer music program. Upon her response, a meeting will be scheduled to discuss.

5.6 MOONLIGHT MADNESS

The merchants will be informed of the intention of holding a sidewalk sale from 6:00pm – 9:00pm with downtown entertainment on Saturday, July 9th, the night before Classics on Kent. The event will be advertised in the newspaper and info given to the hotels, as well as at the classic car parade and cruise at A&W.

5.7 OTHER UPCOMING EVENTS & PROJECTS

Moved By: Liz Grimes

Seconded By: Kate Westcott

Resolved: A retractable banner stand will be purchased for use at events, from AutoTrim at a cost of \$395.00.

Carried MC2016-19

Moved By: Kate Westcott

Seconded By: Leanne Segura

Resolved: Downtown Gift Certificates in the amount of \$100 will be donated to the Rotanza event on Friday, May 6th.

Carried MC2016-20

Moved By: Kate Westcott

Seconded By: Leanne Segura

Resolved: Artwork for the sign at Old Mill Park is approved.

Carried MC2016-21

Early discussions for a fashion show event revolving around Breast Cancer month in October was discussed and will be placed on the agenda for future meetings.

The committee will begin to think about holiday events and bring ideas to the next meeting.

6.0 NEXT MEETING

Tuesday, June 6th, 2016

6:00pm

The Olympia

106 Kent Street West

7.0 ADJOURNMENT

Moved By: Kate Westcott

Seconded By: Liz Grimes

Resolved: That the May 3rd, 2016 meeting of the Marketing Committee adjourn at 6:56pm.

Carried MC2016-22



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
MARKETING COMMITTEE

Tuesday, June 7th, 2016
6:00pm

The Grand Experience
177 Kent Street West, Lindsay

Committee Members

Chair

Jill Trider

Voting Members

Liz Grimes

Leanna Segura

Ann Scarlett

Kate Westcott

MEETING #MC-2016-06

1.0 CALL TO ORDER

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

In Attendance: Jill Trider, Leanna Segura, Ann Scarlett

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: Liz Grimes, Kate Westcott

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Leanna Segura

Seconded By: Ann Scarlett

Resolved: That the agenda be adopted as circulated.

Carried MC2016-23

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 May 3rd Meeting be approved.

Carried MC2016-24

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 BUDGET UPDATE

Received.

5.2 DOWNTOWN MAGAZINE

Requested info (prices and samples) not yet received from Kawartha Lakes This Week. Item will be placed on the next meeting's agenda.

5.3 SUMMER MUSIC

A meeting was held between Jill Trider, Melissa McFarland and Caitlin Mercure regarding the organization of the summer music program. Caitlin presented her thoughts on the bands, venue, and logistics and requested an hourly rate of \$15 per hour for approximately 5-10 hours per week, for June, July and August, which will include the planning and marketing phases as well as attendance on each performance date.

Moved By: Leanna Segura

Seconded By: Ann Scarlett

Resolved: That Caitlin Mercure be contracted by the committee to execute the summer music program for July and August.

Carried MC2016-25

5.4 MOONLIGHT MADNESS

Moved By: Leanna Segura

Seconded By: Ann Scarlett

Resolved: A DJ from Westerby Entertainment will be hired for \$475 to provide music in the parkette from 6:00pm until 10:00pm on Saturday July 9th.

Carried MC2016-26

Other items that were discussed include, a possible road closure for the evening, balloons being procured from the Friendly Dollar & Discount for participating businesses, and an advertising spread in Kawartha Lakes This Week. Business on side streets will be invited to the William to Cambridge block if they would like more exposure. The police will be contacted to advise them of the event if they're able to provide additional patrols.

5.5 OCTOBER BREAST CANCER EVENT

Item will be discussed further at the July meeting.

5.6 HOLIDAY EVENTS & PROMOTIONS

Items to be discussed at upcoming meetings include the Downtown Magazine which will be holiday-focused, the tree lighting ceremony, and the Shop Hop and Wine Walk.

6.0 NEXT MEETING

Tuesday, July 5th, 2016

6:00pm

The Olympia

106 Kent Street West

7.0 ADJOURNMENT

Moved By: Ann Scarlett

Seconded By: Leanne Segura

Resolved: That the June 6th, 2016 meeting of the Marketing Committee adjourn at 6:20pm.

Carried MC2016-27



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
MARKETING COMMITTEE

Tuesday, July 5th, 2016
5:00pm

The Grand Experience
177 Kent Street West, Lindsay

Committee Members

Chair

Jill Trider

Voting Members

Liz Grimes

Leanna Segura

Ann Scarlett

Kate Westcott

MEETING #MC-2016-07

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 5:11pm

In Attendance: Jill Trider, Leanna Segura, Ann Scarlett, Kate Westcott, Liz Grimes

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: None

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Kate Westcott

Seconded By: Liz Grimes

Resolved: That the agenda be adopted as circulated.

Carried MC2016-28

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Ann Scarlett

Seconded By: Kate Westcott

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

Carried MC2016-29

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 BUDGET UPDATE

Received.

5.2 DOWNTOWN MAGAZINE

A sample publication was presented to get an idea of paper quality and production value. The committee agreed that they would like to see a sample and pricing of a higher quality publication.

5.3 SUMMER MUSIC UPDATE

Full list of proposed individual expenses by Caitlin Mercure for full operation of the summer music program was presented.

Moved By: Ann Scarlett

Seconded By: Kate Westcott

Resolved: That all individual expenses proposed for the summer music program be accepted, with a condition that an alternative option for delivery of the risers first be investigated.

Carried MC2016-29

5.4 MOONLIGHT MADNESS

The event is on track for Saturday. The poster will continue to be distributed at the Classics on Kent events leading up to it.

5.5 OCTOBER BREAST CANCER EVENT

Info on the Dragonflies organization was presented for possible partnership. Ideas such as ribbons for businesses windows were discussed, along with the idea for a larger scale event involving the Academy Theatre.

5.6 HOLIDAY EVENTS & PROMOTIONS

Plans will be begin for planning of the Shop, Hop & Wine Walk and Tree Lighting, to be held the same evening. Coordination of dates will be discussed to factor in the tree delivery after Remembrance Day.

5.7 OTHER UPCOMING EVENTS & PROJECTS

Discussion of an August sidewalk sale was discussed but may be something that is organization by the individual merchants and only supported by the BIA.

6.0 NEXT MEETING

Tuesday, August 2nd, 2016

5:00pm

The Olympia

106 Kent Street West

7.0 ADJOURNMENT

Moved By: Ann Scarlett

Seconded By: Leanne Segura

Resolved: That the June 6th, 2016 meeting of the Marketing Committee adjourn at 6:14pm.

Carried MC2016-30



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
MARKETING COMMITTEE

Tuesday, August 2nd, 2016
5:00pm

The Grand Experience
177 Kent Street West, Lindsay

Committee Members

Chair

Jill Trider

Voting Members

Liz Grimes

Leanna Segura

Ann Scarlett

Kate Westcott

MEETING #MC-2016-08

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 5:20pm

In Attendance: Jill Trider, Liz Grimes, Leanna Segura, Ann Scarlett, Kate Westcott

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: Rebecca McCracken (arrived 5:40pm)

Regrets: None

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Kate Westcott

Seconded By: Leanna Segura

Resolved: That the agenda be adopted as circulated.

Carried MC2016-35

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Liz Grimes

Seconded By: Ann Scarlett

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

Carried MC2016-36

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 BUDGET UPDATE

Received.

5.2 DOWNTOWN MAGAZINE

Samples not received from Kawartha Lakes This Week. Melissa McFarland will forward when received.

5.3 SUMMER MUSIC UPDATE

Received.

5.4 OCTOBER BREAST CANCER EVENT

Further discussion on possible events was discussed, including a Colour Run affiliation, or a contest similar to Mother's Day for breast cancer survivors. Details will be finalized at the September meeting.

5.5 SHOP, HOP & WINE WALK / TREE LIGHTING

It was agreed that Thursday, November 17th is the ideal date. Discussion was held around options for increasing the attendance and a meeting will be organized with the Academy Theatre about using their space for the events afterwards and involving several downtown restaurants to participate in the beginning events.

5.6 OTHER UPCOMING EVENTS & PROJECTS

Moved By: Liz Grimes

Seconded By: Kate Westcott

Resolved: That the Lindsay Curling Club signage contract will be renewed for the upcoming year at a cost of \$350 plus HST.

Carried MC2016-37

The Marketing Committee may be interested in sponsoring a bonspiel in the future. Information will be obtained.

Rebecca McCracken of Hamilton Creek will join the Committee as of the September meeting.

6.0 NEXT MEETING

Tuesday, September 6th, 2016

6:00pm

The Olympia

106 Kent Street West

7.0 ADJOURNMENT

Moved By: Ann Scarlett

Seconded By: Leanna Segura

Resolved: That the August 2nd, 2016 meeting of the Marketing Committee adjourn at 6:17pm.

Carried MC2016-38



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
MARKETING COMMITTEE

Tuesday, September 6th, 2016
5:00pm

The Grand Experience
177 Kent Street West, Lindsay

Committee Members

Chair

Jill Trider

Voting Members

Liz Grimes

Rebecca McCracken

Leanna Segura

Ann Scarlett

Kate Westcott

MEETING #MC-2016-09

1.0 CALL TO ORDER

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

In Attendance: Jill Trider, Liz Grimes, Rebecca McCracken, Leanna Segura, Ann Scarlett,
Kate Westcott

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: None

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Kate Westcott

Seconded By: Leanna Segura

Resolved: That the agenda be adopted as circulated.

Carried MC2016-39

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Liz Grimes

Seconded By: Kate Westcott

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

Carried MC2016-40

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 BUDGET UPDATE

Received.

5.2 DOWNTOWN MAGAZINE

Feedback on Port Hope & Highlander example publications was discussed, with the committee agreeing that a balance of content and advertising is important. More information on these types of publications and editorial content will be discussed with Tracy Richardson at Kawartha Lakes This Week.

5.3 SUMMER MUSIC UPDATE

A meeting will be held with Caitlin Mercure on Thursday. Performer Nathan Bottomley received great feedback from merchants and patrons. Considerations for the 2017 season – value vs dollars spent, value to businesses, in regards to driving traffic, and could fewer, but larger events be better overall. Early discussions

5.4 OCTOBER BREAST CANCER EVENT

An event will be held on Saturday, October 15th, with participating retailers donating a percentage of sales (or whatever they are comfortable with) to breast cancer, through the BIA. Posters will be circulated and ribbons made available to the retailers. Donation boxes will also be supplied to each retailer to collect straight donations on the day of the event.

5.5 SHOP, HOP & WINE WALK / TREE LIGHTING

Academy Theatre is confirmed for November 17th. Caitlin Mercure will be approached to assist in organizing the Tree Lighting portion of the evening. Nathan Bottomley will be approached to provide entertainment in conjunction with St. Andrews church.

5.6 OTHER UPCOMING EVENTS & PROJECTS

A proposal for a subsidy program for retailers to advertise with KawarthaNOW was presented. The committee has asked for some clarification on details of cost and frequency and will revisit the program once that information is received.

6.0 NEXT MEETING

Tuesday, October 4th, 2016
6:00pm
The Olympia
106 Kent Street West

7.0 ADJOURNMENT

Moved By: Kate Westcott

Seconded By: Liz Grimes

Resolved: That the September 6th, 2016 meeting of the Marketing Committee adjourn at 7:25pm.

Carried MC2016-41



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
MARKETING COMMITTEE

Tuesday, October 4th, 2016
6:00pm

The Grand Experience
177 Kent Street West, Lindsay

Committee Members

Chair

Jill Trider

Voting Members

Liz Grimes

Rebecca McCracken

Leanna Segura

Ann Scarlett

Kate Westcott

MEETING #MC-2016-10

1.0 CALL TO ORDER

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

In Attendance: Jill Trider, Liz Grimes, Rebecca McCracken, Leanna Segura, Ann Scarlett, Kate Westcott

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: None

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Leanna Segura

Seconded By: Liz Grimes

Resolved: That the agenda be adopted as circulated.

Carried MC2016-42

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Liz Grimes

Seconded By: Kate Westcott

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

Carried MC2016-43

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 BUDGET UPDATE & 2017 DISCUSSIONS

Budget requests must be submitted to the Board of Directors for approval at the Special Meeting being held on October 13th. Items such as annual expenses can be shown along with requests for additional funding and what it will be used for.

Moved By: Kate Westcott

Seconded By: Rebecca McCracken

Resolved: That an additional \$15,000 will be requested for 2017 - \$10,000 for a major weekend event, and \$5000 for the publication of a high quality magazine featuring downtown businesses.

Carried MC2016-43

5.2 DOWNTOWN MAGAZINE

If funding is approved, the project will commence in the new year. Tracy Richardson will be asked to attend a meeting to discuss details.

5.3 SHOP, HOP & WINE WALK / TREE LIGHTING

Diane Dalton will be asked to emcee the event. \$100 prizes will be given from participating businesses, and the value of the \$100 must be given as a whole, not split. \$14 will be reimbursed per ticket to the participating restaurants.

5.4 TRENT-SEVERN WATERWAY PUBLICATION & BOAT SHOW

Moved By: Leanna Segura

Seconded By: Kate Westcott

Resolved: That advertising be done in the Trent-Severn Waterway publication, at a rate of \$665.

Carried MC2016-44

Moved By: Leanna Segura

Seconded By: Kate Westcott

Resolved: That advertising be done at the Toronto Boat Show, at a rate of \$100.

Carried MC2016-45

5.5 KAWARTHA NOW

Moved By: Leanna Segura

Seconded By: Kate Westcott

Resolved: That the BIA will subsidize members' advertising contracts with KawarthaNow, at a rate of \$300 per feature.

Carried MC2016-46

5.6 OTHER UPCOMING EVENTS & PROJECTS

Other items discussed were a 'Downtown Passport', similar to projects done in other municipalities, and a Window Decorating Contest for the public to vote on holiday windows in the downtown.

6.0 NEXT MEETING

Tuesday, November 1st, 2016
6:00pm
The Olympia
106 Kent Street West

7.0 ADJOURNMENT

Moved By: Leanna Segura

Seconded By: Ann Scarlett

Resolved: That the October 4th, 2016 meeting of the Marketing Committee adjourn at 7:25pm.

Carried MC2016-47



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
MARKETING COMMITTEE

Tuesday, November 1st, 2016
6:00pm

The Grand Experience
177 Kent Street West, Lindsay

Committee Members

Chair

Jill Trider

Voting Members

Liz Grimes

Rebecca McCracken

Leanna Segura

Ann Scarlett

Kate Westcott

MEETING #MC-2016-11

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 6:11pm

In Attendance: Jill Trider, Liz Grimes, Rebecca McCracken, Leanna Segura, Ann Scarlett, Kate Westcott

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: None

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Kate Westcott

Seconded By: Ann Scarlett

Resolved: That the agenda be adopted as circulated.

Carried MC2016-48

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Liz Grimes

Seconded By: Leanna Segura

Resolved: That the Minutes of the October 4th Meeting be approved.

Carried MC2016-49

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 BUDGET

Received.

5.2 EXPLORING LINDSAY PUBLICATION

Moved By: Liz Grimes

Seconded By: Leanna Segura

Resolved: That the Exploring Lindsay advertising contract be renewed for 2017 at a cost of \$485.00, plus HST.

Carried MC2016-50

5.3 KAWARTHA NOW

Some concerns about content were received, and addressed with the editor, Jeannine Taylor. The published sections are on hold until the content can be addressed.

5.5 HOLIDAY PROMOTIONS WITH KLTW

The BIA will pass on advertising package to the merchants for advertising in the upcoming holiday spreads.

5.5 SHOP, HOP & WINE WALK / TREE LIGHTING

An update on the event was discussed. Outstanding tasks include:

- Organizing coffee & dessert
- Maps of participating businesses
- Request police presence
- Organizing entertainment set-up for tree lighting (Nathan Bottomly)
- Lanterns for participating business (Ann)

5.6 WINDOW DECORATING CONTEST

Contest will be held for all merchants who would like to participate. Voting will be done via the website, and will be open from November 17th to the end of the day on December 3rd.

Moved By: Kate Westcott

Seconded By: Liz Grimes

Resolved: That a random winner from the voting be awarded \$1000 in Downtown Gift Certificates, and the winning merchant be awarded the value of a ¼ page ad with Kawartha Lakes This Week.

Carried MC2016-51

5.7 SUNDAY SHOPPING

A campaign to promote merchants open Sundays for the holiday season was discussed. A poster will be made and shared through the website and social media, and used as bag stuffers. Identifying window cards were also discussed.

6.0 NEXT MEETING

Tuesday, December 6th, 2016
6:00pm
The Olympia
106 Kent Street West

7.0 ADJOURNMENT

Moved By: Rebecca McCracken

Seconded By: Liz Grimes

Resolved: That the November 1st, 2016 meeting of the Marketing Committee adjourn at 7:02pm.

Carried MC2016-52



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
MARKETING COMMITTEE

Tuesday, December 6th, 2016
6:00pm

The Grand Experience
177 Kent Street West, Lindsay

Committee Members

Chair

Jill Trider

Voting Members

Liz Grimes

Rebecca McCracken

Leanna Segura

Ann Scarlett

Kate Westcott

MEETING #MC-2016-12

1.0 CALL TO ORDER

Meeting Called to Order by the Chair:

In Attendance: Jill Trider, Rebecca McCracken, Leanna Segura, Ann Scarlett, Kate Westcott

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: Liz Grimes

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Kate Westcott

Seconded By: Leanna Segura

Resolved: That the agenda be adopted as circulated.

Carried MC2016-53

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Leanna Segura

Seconded By: Rebecca McCracken

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

Carried MC2016-54

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 BUDGET

Received.

5.2 2017 COMMITTEE STRUCTURE

2016 Committee structure will carry over into 2017.

5.3 2017 CALENDAR OF EVENTS

Preliminary discussion was held on scheduling events for 2017. The committee will put thought into a full scale weekend event and bring all ideas to the January meeting.

5.5 WINDOW DECORATING WRAP-UP

469 votes were received through the website. The merchant winner was Pretty Little Threads, who will receive a ¼ page ad from Kawartha Lakes This Week, and the voting winner was Linda Rutherford who won \$1000 in Downtown Gift Certificates.

5.5 SHOP, HOP & WINE WALK / TREE LIGHTING WRAP UP

Feedback from the businesses on the event were collected and discussed. The details and structure of next year's events will be discussed at an upcoming meeting. The event netted just over \$1000 which will be donated to the Academy Theatre Foundation.

5.6 OTHER UPCOMING EVENTS & PROJECTS

Moved By: Rebecca McCracken

Seconded By: Ann Scarlett

Resolved: That an inside cover ad in the Kawartha Lakes Spring Community Guide be purchased at a cost of \$771.40.

Carried MC2016-55

6.0 NEXT MEETING

Tuesday, December 6th, 2016

6:00pm

The Olympia, 106 Kent Street West

7.0 ADJOURNMENT

Moved By: Ann Scarlett

Seconded By: Rebecca McCracken

Resolved: That the December 6th, 2016 meeting of the Marketing Committee adjourn at 7:15pm .

Carried MC2016-56



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
PARKING COMMITTEE

Tuesday, February 8th, 2016
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

Councillor Isaac Breadner

Councillor Pat Dunn

Councillor Gord James

City of Kawartha Lakes Liason

Aaron Sloan

MEETING #PC-2016-02

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 7:36am

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

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: None

Absent: Councillor Gord James

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Isaac Breadner

Seconded By: Pat Dunn

Resolved: That the agenda be adopted as circulated.

Carried PC2016-01

2.2 DECLARATIONS OF PECUNIARY INTEREST

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

Received, regarding former Irish House Lot, and will be discussed in 5.3.

5.0 OTHER OR NEW BUSINESS (PARKING)

5.1 PARKING TICKET PRICE LEVELS

Complaints were received from downtown employees regarding parking tickets being priced at \$25 for parking beyond the 4 hour limit in the back lots, when they, and the Downtown BIA had the understanding that tickets would be \$15 as of January. The price increase was an operational decision made by By-Law Enforcement as a higher detriment to parking long-term without a permit. The Parking Committee believes that the higher fine is counter-productive to the idea of encouraging use of the back lots rather than abuse of on-street parking.

The fine for exceeding the posted time limit, both on-street, and in the lots will revert back to \$15, pending further discussion.

Utilization was discussed, with many of the lots recording much higher utilization since the removal of the meters, making it in some cases difficult for employees to find parking, despite their permits. Aaron Sloan will send a parking map to Melissa McFarland for her to share with the membership detailing all of the available lots and to encourage use of the lesser utilized lots.

5.2 CURLING CLUB

Complaints were received from management and attendees of curling bonspiels and both the lack of parking in Lots 1 & 8 due to high utilization, as well as the 2 hour and 4 hour limits. Options for day passes have been offered by By-Law Enforcement, and curling club staff are welcome to purchase them on behalf of their members to hand out on bonspiel days.

5.3 IRISH HOUSE LOT

The lot is currently owned by the City with No Trespassing signs in place. The area was offered to By-Law for parking, but it was stated that the area is not big enough, and no enforcement is currently taking place. The sidewalk in front of it is being maintained by Public Works.

Concerns with the right-of-way in running behind the buildings on the south side of Kent Street were discussed, as awkward parking can sometimes make it difficult for business owners to get out of the right of way behind their business. Aaron Sloan will touch base with Diane McFarlane in Land Management to discuss and a possible meeting with Steve Podolsky and Charlie McDonald may be scheduled.

6.0 REPORTS

None

7.0 NEXT MEETING

Tuesday, March 8th, 2016

7:30am

The Grand Experience (Upper Level)

177 Kent Street West

8.0 ADJOURNMENT

Moved By: Jim Garbutt

Seconded By: Isaac Breadner

Resolved: That the February 8th, 2016 meeting of the Parking Committee is adjourned at 8:32am.

Carried PC2016-02

ACTION ITEMS ARISING FROM MEETING

New Actions

Reference	Action Item	Status	Who	Due By
PC-2016-02	Send parking lot map to Melissa McFarland	Pending	Aaron Sloan	ASAP
PC2016-02	Once parking lot map is received, send to membership	Pending	Melissa McFarland	ASAP
PC2016-02	Touch base with Diane McFarlane at Land Management to inquire about meeting	Pending	Aaron Sloan	ASAP

Outstanding Actions

Reference	Action Item	Status	Who	Due By



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE PARKING COMMITTEE

**Tuesday, March 8th, 2016
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

Councillor Isaac Breadner

Councillor Pat Dunn

Councillor Gord James

City of Kawartha Lakes Liason

Aaron Sloan

MEETING #PC-2016-03

1.0 CALL TO ORDER

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

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

Recording Secretary: Melissa McFarland

Late Arrivals: Jim Garbutt (7:40am)

Early Departures: None

Guests: None

Regrets: None

Absent: Councillor Gord James

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

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

Resolved: That the agenda be adopted as circulated.

Carried PC2016-04

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 February 9th, 2016 be adopted.

Carried PC2016-05

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS (PARKING)

5.1 DOWNTOWN PARKING

Aaron Sloan gave an update to the handheld enforcement devices. They are being approved today, and then the phasing in will begin with the software and training. Estimated date of implementation is around 12 weeks. The current system of counting and chalking vehicles is working, but not always perfect. Tickets are being canceled to those who believe they were unfairly issued one. On average, there are two sweeps per day, with a baseline being established at The Lindsay Curling Club has worked out a system of pre-purchasing day passes which is working well. Feedback from the membership has been positive and although the lots, especially 1 & 8 are consistently full, there hasn't been an indication that anyone's sales have been affected.

5.2 IRISH HOUSE LOT

Aaron Sloan met with Diane McFarlane of Land Management, who has a report going to Council regarding the potential sale of the property and will be seeking direction on enforcement. There is still some questions regarding the lot and its adjacent properties and ownership. Charlie McDonald and Steve Podolsky will request a meeting with her in order to have those questions answered.

6.0 REPORTS

None

7.0 NEXT MEETING

Tuesday, April 12th, 2016

7:30am

The Grand Experience (Upper Level)

177 Kent Street West

8.0 ADJOURNMENT

Moved By: Charlie McDonald

Seconded By: Jim Garbutt

Resolved: That the March 8th, 2016 meeting of the Parking Committee is adjourned at 7:50am.

Carried PC2016-06

ACTION ITEMS ARISING FROM MEETING

New Actions

Reference	Action Item	Status	Who	Due By
PC2016-03	Schedule meeting with Diane McFarlane of Land Management regarding property ownership.	In Progress	Steve Podolsky & Charlie McDonald	ASAP

Outstanding Actions

Reference	Action Item	Status	Who	Due By
PC-2016-02	Send parking lot map to Melissa McFarland	Completed	Aaron Sloan	Completed
PC2016-02	Once parking lot map is received, send to membership	Completed	Melissa McFarland	Completed
PC2016-02	Touch base with Diane McFarlane at Land Management to inquire about meeting	Completed	Aaron Sloan	Completed



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
PARKING COMMITTEE

Tuesday, April 12th, 2016
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

Councillor Isaac Breadner

Councillor Pat Dunn

Councillor Gord James

City of Kawartha Lakes Liason

Aaron Sloan

MEETING #PC-2016-04

1.0 CALL TO ORDER

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

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

Recording Secretary: Melissa McFarland

Late Arrivals: None

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

Resolved: That the agenda be adopted as circulated.

Carried PC2016-07

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

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

Resolved: That the Meeting Minutes of March 8th, 2016 be adopted.

Carried PC2016-08

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS (PARKING)

5.1 DOWNTOWN PARKING & USAGE

Increasingly heavy usage in Lots M1 & M8 was discussed. Aaron Sloan said that usage by CKL Staff is being controlled as they should be parking in the lot on the corner of Cambridge and Peel and not in Lots M1 & M8, however the CKL Staff permits are visually the same as the permits given to the general public. Discussion of the possibility of reserving some of the prime spots for 4 hour customer parking, and not permits was held. Committee members will review the area to give their opinions on which spots should be reserved and the logistics of this.

5.2 MULTI-LEVEL PARKING

Jim Garbutt has done some preliminary research of structures and had early discussions with the Founds at Kent Place Mall regarding possible future use of their property on the west side of Cambridge Street between Kent and Russell Streets. Discussion was held regarding the optimal way for a recommendation for staff to begin preparing data about usage for Council. Aaron Sloan will look into some preliminary data, and following that the BIA may recommend to Council that a report should be prepared.

A recommendation was made by Jim Garbutt that 'long vehicle parking' signs be placed to identify these spaces in Lot M2.

5.3 FORMER IRISH HOUSE LOT, RIGHT-OF-WAYS

Charlie McDonald and Steve Podolsky have a meeting scheduled with Diane McFarland of Land Management this day at 2:00pm. They will discuss who owns the right of ways running east/west behind the Kent Street buildings, and north/south between Valu-Mart and the William Street buildings, as well as future plans, surfacing options and options for keeping the right of ways clear.

5.4 YORK STREET SOUTH REPAIRS

Issues with conditions of York Street South were discussed and how those conditions are affect access for deliveries, tripping hazards on sidewalks for pedestrians and accessibility issues. Steve Podolsky will contact Mike Farquahar in Engineering to inquire where we are in the process of repairs.

6.0 REPORTS

None

7.0 NEXT MEETING

Tuesday, May 10th, 2016

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 April 12th, 2016 meeting of the Parking Committee is adjourned at 7:50am.

Carried PC2016-09

ACTION ITEMS ARISING FROM MEETING

New Actions

Reference	Action Item	Status	Who	Due By
PC2016-04	Review areas in Lots M1 & M8 for customer vs. permit parking.	In Progress	All Committee Members	Next Meeting
PC2016-04	Prepare some preliminary data regarding lots and usage.	In Progress	Aaron Sloan	Next Meeting
PC2016-04	Meet with Diane McFarland, Land Management regarding Former Irish House Lot and right-of-ways and report back.	In Progress	Charlie McDonald & Steve Podolsky	Next Meeting
PC2016-04	Contact Mike Farquahar regarding work plan for York Street South.	In Progress	Steve Podolsky	Next Meeting

Outstanding Actions

Reference	Action Item	Status	Who	Due By
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LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE PARKING COMMITTEE

**Tuesday, May 10th, 2016
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

Councillor Isaac Breadner

Councillor Pat Dunn

Councillor Gord James

City of Kawartha Lakes Liason

Aaron Sloan

MEETING #PC-2016-05

1.0 CALL TO ORDER

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

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

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: Aaron Sloan

Absent: Councillor Gord James

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 PC2016-10

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 April 12th, 2016 be adopted.

Carried PC2016-11

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS (PARKING)

5.1 DOWNTOWN PARKING & USAGE

Aaron Sloan sent a report of lot utilization counts from January to April along with his regrets for the meeting, and advised that any concerns arising from the meeting can be emailed to him.

Concerns from merchants regarding parking spaces that have been leased to businesses in the already heavily utilized lots M1 & M8 were reported, most recently to 'HDS' on the far west side of the lot. The committee has requested that no more spots be sold or leased until further discussion has been held.

Tickets given at the \$25 price point are still being received, although canceled if a complaint is made. The committee requests that this issue be addressed, and only \$15 tickets should be given as agreed in prior meetings.

Complaints have been received from merchants about little-to-no enforcement on street parking east of York Street. Employees are parking in prime spots all day, and no tickets are being given and by-law officers are rarely seen.

Moved By: Isaac Breadner

Seconded By: Steve Turner

Resolved: That a request be made for City Council to endorse a study that will investigate the cost of the Lindsay Downtown BIA to assume responsibility for the downtown parking enforcement and other by-law matters affecting the BIA geographical area.

Carried PC2016-12

5.2 MULTI-LEVEL PARKING

Further discussion was held and will continue to be investigated.

5.3 FORMER IRISH HOUSE LOT, RIGHT-OF-WAYS

Steve Podolsky and Charlie McDonald will be investigating land records to find out ownership of the right-of-ways and driveways in question.

6.0 REPORTS

None

7.0 NEXT MEETING

Tuesday, June 14th, 2016

7:30am

The Grand Experience (Upper Level)

177 Kent Street West

8.0 ADJOURNMENT

Moved By: Charlie McDonald

Seconded By: Dan Burns

Resolved: That the May 10th, 2016 meeting of the Parking Committee is adjourned at 8:15am.

Carried PC2016-13

ACTION ITEMS ARISING FROM MEETING

New Actions

Reference	Action Item	Status	Who	Due By
PC-2016-05	Place PC2016-12 on Board Agenda	In Progress	Melissa McFarland	Board of Directors Meeting
PC-2016-05	Investigate land ownership of areas surrounding the former Irish House lot	In Progress	Steve Podolsky & Charlie McDonald	Next Meeting

Outstanding Actions

Reference	Action Item	Status	Who	Due By
PC2016-04	Review areas in Lots M1 & M8 for customer vs. permit parking.	In Progress	All Committee Members	Next Meeting
PC2016-04	Prepare some preliminary data regarding lots and usage.	Completed	Aaron Sloan	Next Meeting
PC2016-04	Meet with Diane McFarland, Land Management regarding Former Irish House Lot and right-of-ways and report back.	Completed	Charlie McDonald & Steve Podolsky	Next Meeting
PC2016-04	Contact Mike Farquahar regarding work plan for York Street South.	In Progress	Steve Podolsky	Next Meeting



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE PARKING COMMITTEE

**Tuesday, June 14th, 2016
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

Councillor Isaac Breadner

Councillor Pat Dunn

Councillor Gord James

City of Kawartha Lakes Liason

Aaron Sloan

MEETING #PC-2016-06

1.0 CALL TO ORDER

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

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

Recording Secretary: Melissa McFarland

Late Arrivals: Jim Garbutt (7:40am)

Early Departures: None

Guests: None

Regrets: None

Absent: Councillor Gord James

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

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

Resolved: That the agenda be adopted as circulated.

Carried PC2016-14

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Dan Burns **Seconded By:** Isaac Breadner

Resolved: That the Meeting Minutes of May 10th, 2016 be adopted.

Carried PC2016-15

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS (PARKING)

5.1 DOWNTOWN PARKING & USAGE

Utilization counts for May and June (to date) were discussed. Aaron Sloan will send a copy to Melissa McFarland for distribution. The utilization numbers are based on counts done at various times of day, 3 times per month. The parking spot lines have been redone, and due to the improvement of some of the angles, increased the on-street parking inventory by 5 spaces. Permit parking was discussed and the possibility of designating permits to certain areas in specific lots was discussed to potentially free up prime areas for customers. The new software programming should be ready in the next 6 weeks.

Discussion was held on the complaints received from merchants regarding the presence of by-law enforcement, especially on the east end of Kent Street West. There have been reports of downtown employees' cars being parked on the street for several hours a day with no ticket. Aaron Sloan will look into the presence and visibility in these areas, and complaints are welcome to be filed directly with him, or through Melissa McFarland to him.

5.2 MULTI-LEVEL PARKING

Basic information on engineering costs for various types of structures was given by Aaron Sloan. Further discussion about location and possibilities of partnerships between developers and the City, will continue.

5.3 FORMER IRISH HOUSE LOT, RIGHT-OF-WAYS

Charlie McDonald and Steve Podolsky visited the provincial registry, and due to the complications of the land in this area, were unable to view all of the parcel pins that would be required to piece together all of the ownership. Property owners are welcome to investigate their own areas if they're interested.

5.4 LOT M1 BICYCLE RACKS

Moved By: Dan Burns

Seconded By: Isaac Breadner

Resolved: That the infrequently used bicycle racks contained in lot M1 be removed to add spaces to the parking spot inventory.

Carried PC2016-16

6.0 REPORTS

None

7.0 NEXT MEETING

Tuesday, July 12th, 2016

7:30am

The Grand Experience (Upper Level)

177 Kent Street West

8.0 ADJOURNMENT

Moved By: Isaac Breadner

Seconded By: Pat Dunn

Resolved: That the June 14th, 2016 meeting of the Parking Committee is adjourned at 8:11am.

Carried PC2016-16

ACTION ITEMS ARISING FROM MEETING

New Actions

Reference	Action Item	Status	Who	Due By

Outstanding Actions

Reference	Action Item	Status	Who	Due By
PC-2016-05	Place PC2016-12 on Board Agenda	In Progress	Melissa McFarland	Board of Directors Meeting
PC-2016-05	Investigate land ownership of areas surrounding the former Irish House lot	In Progress	Steve Podolsky & Charlie McDonald	Next Meeting
PC2016-04	Review areas in Lots M1 & M8 for customer vs. permit parking.	In Progress	All Committee Members	Next Meeting
PC2016-04	Contact Mike Farquahar regarding work plan for York Street South.	In Progress	Steve Podolsky	Next Meeting



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
PARKING COMMITTEE

Tuesday, July 12th, 2016
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

Councillor Isaac Breadner

Councillor Pat Dunn

Councillor Gord James

City of Kawartha Lakes Liason

Aaron Sloan

MEETING #PC-2016-07

1.0 CALL TO ORDER

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

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

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: Aaron Sloan

Absent: Councillor Isaac Breadner, Councillor Gord James

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Steve Turner

Seconded By: Charlie McDonald

Resolved: That the agenda be adopted as circulated.

Carried PC2016-17

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Dan Burns

Seconded By: Steve Turner

Resolved: That the Meeting Minutes of June 13th, 2016 be adopted.

Carried PC2016-18

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS (PARKING)

5.1 DOWNTOWN PARKING & USAGE

Aaron Sloan sent his regrets for the meeting. General discussion was held on the parking usage and enforcement. The committee would like an ETA on the implementation of the handheld enforcement devices for the next meeting.

5.2 MULTI-LEVEL PARKING

No update, but the item will stay on future agendas for discussion about topics such as location and availability of partnerships.

5.3 HORSE & BUGGY PARKING

The topic was raised at the Downtown Revitalization Strategic Planning sessions and placed on agenda for discussion. A former committee consisting of Brent Rice, Margaret Cunningham, Barb Evans and others previously addressed the topic approximately 10 years ago. Recently National Grocer's implemented parking in their area, and the committee agreed on the value of providing space to the Mennonite community in the downtown. Issues such as the cost of parking spaces, insurance, and nutrient waste was discussed. Ivan Gingrich is a well-known member of the Mennonite community and a customer of Burns Bulk Food – Dan Burns will raise the topic with him the next time he is observed in his business.

6.0 REPORTS

None

7.0 NEXT MEETING

Tuesday, August 9th, 2016

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 July 12th, 2016 meeting of the Parking Committee is adjourned at 8:01am.

Carried PC2016-19



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
PARKING COMMITTEE

Tuesday, August 9th, 2016
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

Councillor Isaac Breadner

Councillor Pat Dunn

Councillor Gord James

City of Kawartha Lakes Liason

Aaron Sloan

MEETING #PC-2016-08

1.0 CALL TO ORDER

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

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

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: Jim Garbutt

Absent: Councillor Gord James

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

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

Resolved: That the agenda be adopted as circulated.

Carried PC2016-20

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Dan Burns **Seconded By:** Steve Turner

Resolved: That the Meeting Minutes of July 12th, 2016 be adopted.

Carried PC2016-21

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS (PARKING)

5.1 DOWNTOWN PARKING & USAGE

Charlie McDonald requested that monthly statistics be provided to the committee on a monthly basis by Aaron Sloan, so that items like tickets given, and revenue generated can be reviewed. It was stressed that if further discussions will be held about the possibility of downtown by-law services being contracted out to the BIA, then the BIA needs all of the information going forward. The intent is for by-law to present some options for contracting out services to Council in October.

The handheld monitoring system is currently being set up and tested, and field testing will continue next week. The previous system will stay in place as backup.

Discussion was held about the concept of assigning certain permits to certain lots to control congestion in the heavily utilized lots. When the new system is in place, it will allow for better tracking to determine the extent of the congestion and how best to spread the permits out.

5.2 MULTI-LEVEL PARKING

No update, but the item will stay on future agendas for discussion about topics such as location and availability of partnerships.

5.3 HORSE & BUGGY PARKING

No update.

6.0 REPORTS

None

7.0 NEXT MEETING

Tuesday, September 13th, 2016

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 July 12th, 2016 meeting of the Parking Committee is adjourned at 7:53am.

Carried PC2016-22



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE PARKING COMMITTEE

**Tuesday, September 13th, 2016
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

Councillor Isaac Breadner

Councillor Pat Dunn

Councillor Gord James

City of Kawartha Lakes Liason

Aaron Sloan

MEETING #PC-2016-09

1.0 CALL TO ORDER

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

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

Recording Secretary: Melissa McFarland

Late Arrivals: Councillor Pat Dunn (7:38am)

Early Departures: None

Guests: None

Regrets: Councillor Isaac Breadner

Absent: Councillor Gord James

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

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

Resolved: That the agenda be adopted as circulated.

Carried PC2016-23

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Charlie McDonald **Seconded By:** Dan Burns

Resolved: That the Meeting Minutes of August 9th, 2016 be adopted.

Carried PC2016-24

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS (PARKING)

5.1 DOWNTOWN PARKING & USAGE

Aaron Sloan distributed usage statistics collected by him and his officers, reflecting the tickets issues from 2013 onwards. Statistics are not yet available by location (lots versus streets), but may be with the new handhelds and their software. Handhelds are in effect as of last week.

Some issues of abuse, both ongoing and one-offs were brought forward by Jim Garbutt.

Concerns are still being had with congestion in lots M1 & M8, there are good days and bad days. Some business owners are concerned about November and December, although December will be enforced fully this year. A reminder will be sent to the membership reminding them that enforcement will still be in effect in December.

Discussion of the future of permits was held, with permits being assigned to specific lots to ease congestion from M1 & M8 and to better utilize outlying lots.

Issue with weeds adjacent to the Baker Building was brought forward and will be discussed with the Public Works representative at the next Beautification meeting to inquire as to whose responsibility this falls under.

5.2 MULTI-LEVEL PARKING

No update.

5.3 HORSE & BUGGY PARKING

Dan Burns has made connection with Ivan Gingrich, who is interested is consulting with the committee on preferred locations. Dan will attempt to arrange a meeting the next time he makes contact.

6.0 REPORTS

None

7.0 NEXT MEETING

Tuesday, October 11th, 2016

7:30am

The Grand Experience (Upper Level)

177 Kent Street West

8.0 ADJOURNMENT

Moved By: Dan Burns

Seconded By: Charlie McDonald

Resolved: That the September 13th, 2016 meeting of the Parking Committee is adjourned at 8:08am

Carried PC2016-25



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
PARKING COMMITTEE

Tuesday, October 11th, 2016
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

Councillor Isaac Breadner

Councillor Pat Dunn

Councillor Gord James

City of Kawartha Lakes Liason

Aaron Sloan

MEETING #PC-2016-10

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 7:47am

In Attendance: Steve Podolsky, Steve Turner, Dan Burns, Charlie McDonald,
Councillor Isaac Breadner, Councillor Gord James

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: Jim Garbutt, Aaron Sloan

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

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

Resolved: That the agenda be adopted as circulated.

Carried PC2016-26

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Charlie McDonald **Seconded By:** Dan Burns

Resolved: That the Meeting Minutes of September 13th 2016 be adopted.

Carried PC2016-27

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS (PARKING)

5.1 DOWNTOWN PARKING & USAGE

Discussion was held about the ongoing parking program and enforcement. The only issues seem to be mainly affecting lots M1 & M8, with usage extremely heavy. The Committee would like to email Aaron Sloan to request the s be addressed for the November meeting.

- City Staff – are they all being redirected to the Wellington Street lot?
- Can 4 hour parking be implemented for the prime spots located behind Burns Bulk Food and permits redirected further from the prime access points.
- Can By-Law concentrate on enforcement of Lot M1 & M8?
- Updates on option of assigning specific lots to permits.

A ‘Member Needs Assistance’ request will be put in with the OBIAA for information from Municipalities who have experience with managing their own parking enforcement.

5.2 MULTI-LEVEL PARKING

No update, but item will be kept on the agenda for future meetings. A partnership may be able to be formed with the Transit Committee, with funds coming from grants and the gas tax.

5.3 HORSE & BUGGY PARKING

No update.

6.0 REPORTS

None

7.0 NEXT MEETING

Tuesday, November 8th, 2016

7:30am

The Grand Experience (Upper Level)

177 Kent Street West

8.0 ADJOURNMENT

Moved By: Charlie McDonald

Seconded By: Dan Burns

Resolved: That the September 13th, 2016 meeting of the Parking Committee is adjourned at 8:17am.

Carried PC2016-28



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE PARKING COMMITTEE

**Tuesday, November 8th, 2016
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

Councillor Isaac Breadner

Councillor Pat Dunn

Councillor Gord James

City of Kawartha Lakes Liason

Aaron Sloan

MEETING #PC-2016-11

1.0 CALL TO ORDER

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

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

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: Councillor Pat Dunn (8:40am)

Guests: Ron Taylor

Regrets: Councillor Isaac Breadner

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Jim Garbutt

Seconded By: Steve Turner

Resolved: That the agenda be adopted as circulated.

Carried PC2016-29

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Charlie McDonald

Seconded By: Dan Burns

Resolved: That the Meeting Minutes of October 11th, 2016 be adopted.

Carried PC2016-30

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS (PARKING)

5.1 DOWNTOWN PARKING & USAGE

Ron Taylor, CAO for the City of Kawartha Lakes gave a brief of overview of the parking program for the downtown, as it's been approximately one year since the removal of the meters. Council has asked for reviews of some areas of by-law enforcement and possible partnerships with outside agencies and what those models could look like.

Aaron Sloan distributed a package of information regarding statistics on parking ticket issuance and utilization from 2013-2016 (present). Jim Garbutt requested that raw data be displayed along with the graphs. Charlie McDonald requested that the information be distributed on a regular basis as this is the first time such information has been presented to the committee. Also, the stats presented reflect city-wide parking and are not specific to the BIA area.

Utilization counts are shown as a percentage and as they approach 80%, expansion needs to be addressed. A potential parking burden may exist in the near future with 2nd and 3rd floor growth in the downtown, as well as the development of additional subdivisions.

Aaron Sloan described the current parking enforcement model – whereas in the summer, he had students doing the enforcement, the fall season will see a mainly reactive level of enforcement (complaint based), versus proactive, with enforcement officers likely only patrolling 1-2 days a week at different times.

Issues are still being described with heavy utilization and permits in lots M1 & M8. Processes for assigning permits to specific lots by work location, and assigning specific spaces to permits in busy lots were discussed. Permits will likely go paperless in the future and would be assigned and monitored by licence plates.

The committee will meet separately to review the stats that were distributed, as it is difficult to properly process within the meeting.

5.2 MULTI-LEVEL PARKING

No update.

5.3 HORSE & BUGGY PARKING

No update.

6.0 REPORTS

None

7.0 NEXT MEETING

Tuesday, December 13th, 2016

7:30am

The Grand Experience (Upper Level)

177 Kent Street West

8.0 ADJOURNMENT

Moved By: Charlie McDonald

Seconded By: Steve Turner

Resolved: That the November 8th, 2016 meeting of the Parking Committee is adjourned at 8:46am.

Carried PC2016-31



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE PARKING COMMITTEE

**Tuesday, December 13th, 2016
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

Councillor Isaac Breadner

Councillor Pat Dunn

Councillor Gord James

City of Kawartha Lakes Liason

Aaron Sloan

MEETING #PC-2016-12

1.0 CALL TO ORDER

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

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

Recording Secretary: Melissa McFarland

Late Arrivals: Councillor Gord James

Early Departures: None

Guests: Chris Marshall

Regrets: None

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Jim Garbutt

Seconded By: Isaac Breadner

Resolved: That the agenda be adopted as circulated.

Carried PC2016-32

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Dan Burns

Seconded By: Steve Turner

Resolved: That the Meeting Minutes of November 8th, 2016 be adopted.

Carried PC2016-33

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS (PARKING)

5.1 DOWNTOWN PARKING & USAGE

Charlie McDonald and Steve Podolsky updated on their meeting with Aaron Sloan and Chris Marshall, which was held to address concerns from the November meeting.

Aaron Sloan presented a memo with information on the parking enforcement going forward, as well as permit fee structures.

Discussion was held on complaint response times by by-law enforcement, and improvements to this are still in progress. In the summer, there will be an increase presence of officers, utilizing summer students. The committee will discuss in the spring which areas will be focused on. The committee agreed that creating a friendly and welcoming environment should be made a priority. Further discussion was also held on the assigning of permits, both private spots for businesses and general permit holders.

Moved By: Gord James

Seconded By: Steve Turner

Resolved: That the committee will recommend to the Board that a formal recommendation be made to adjust the permit fee structure to round off to the nearest fifty cents or one dollar which will require an amendment to the by-law.

Carried PC2016-34

Jim Garbutt recommended that signage be provided for the long parking spots in Lot M5, ideal for trailers, and offered to donate the cost of the sign.

Input will be provided on the City of Kawartha Lakes Website Redesign Survey to recommend that free parking for downtown Lindsay be promoted.

5.2 MULTI-LEVEL PARKING

No update.

5.3 HORSE & BUGGY PARKING

No update.

6.0 REPORTS

None

7.0 NEXT MEETING

Tuesday, January 10th, 2017

7:30am

The Grand Experience (Upper Level)

177 Kent Street West

8.0 ADJOURNMENT

Moved By: Charlie McDonald

Seconded By: Isaac Breadner

Resolved: That the December 13th, 2016 meeting of the Parking Committee is adjourned at 8:39am.

Carried PC2016-35



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE PARKING COMMITTEE

**Tuesday, February 8th, 2016
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

Councillor Isaac Breadner

Councillor Pat Dunn

Councillor Gord James

City of Kawartha Lakes Liason

Aaron Sloan

MEETING #PC-2016-02

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 7:36am

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

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: None

Absent: Councillor Gord James

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Isaac Breadner

Seconded By: Pat Dunn

Resolved: That the agenda be adopted as circulated.

Carried PC2016-01

2.2 DECLARATIONS OF PECUNIARY INTEREST

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

Received, regarding former Irish House Lot, and will be discussed in 5.3.

5.0 OTHER OR NEW BUSINESS (PARKING)

5.1 PARKING TICKET PRICE LEVELS

Complaints were received from downtown employees regarding parking tickets being priced at \$25 for parking beyond the 4 hour limit in the back lots, when they, and the Downtown BIA had the understanding that tickets would be \$15 as of January. The price increase was an operational decision made by By-Law Enforcement as a higher detriment to parking long-term without a permit. The Parking Committee believes that the higher fine is counter-productive to the idea of encouraging use of the back lots rather than abuse of on-street parking.

The fine for exceeding the posted time limit, both on-street, and in the lots will revert back to \$15, pending further discussion.

Utilization was discussed, with many of the lots recording much higher utilization since the removal of the meters, making it in some cases difficult for employees to find parking, despite their permits. Aaron Sloan will send a parking map to Melissa McFarland for her to share with the membership detailing all of the available lots and to encourage use of the lesser utilized lots.

5.2 CURLING CLUB

Complaints were received from management and attendees of curling bonspiels and both the lack of parking in Lots 1 & 8 due to high utilization, as well as the 2 hour and 4 hour limits. Options for day passes have been offered by By-Law Enforcement, and curling club staff are welcome to purchase them on behalf of their members to hand out on bonspiel days.

5.3 IRISH HOUSE LOT

The lot is currently owned by the City with No Trespassing signs in place. The area was offered to By-Law for parking, but it was stated that the area is not big enough, and no enforcement is currently taking place. The sidewalk in front of it is being maintained by Public Works.

Concerns with the right-of-way in running behind the buildings on the south side of Kent Street were discussed, as awkward parking can sometimes make it difficult for business owners to get out of the right of way behind their business. Aaron Sloan will touch base with Diane McFarlane in Land Management to discuss and a possible meeting with Steve Podolsky and Charlie McDonald may be scheduled.

6.0 REPORTS

None

7.0 NEXT MEETING

Tuesday, March 8th, 2016

7:30am

The Grand Experience (Upper Level)

177 Kent Street West

8.0 ADJOURNMENT

Moved By: Jim Garbutt

Seconded By: Isaac Breadner

Resolved: That the February 8th, 2016 meeting of the Parking Committee is adjourned at 8:32am.

Carried PC2016-02

ACTION ITEMS ARISING FROM MEETING

New Actions

Reference	Action Item	Status	Who	Due By
PC-2016-02	Send parking lot map to Melissa McFarland	Pending	Aaron Sloan	ASAP
PC2016-02	Once parking lot map is received, send to membership	Pending	Melissa McFarland	ASAP
PC2016-02	Touch base with Diane McFarlane at Land Management to inquire about meeting	Pending	Aaron Sloan	ASAP

Outstanding Actions

Reference	Action Item	Status	Who	Due By



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
PARKING COMMITTEE

Tuesday, March 8th, 2016
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

Councillor Isaac Breadner

Councillor Pat Dunn

Councillor Gord James

City of Kawartha Lakes Liason

Aaron Sloan

MEETING #PC-2016-03

1.0 CALL TO ORDER

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

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

Recording Secretary: Melissa McFarland

Late Arrivals: Jim Garbutt (7:40am)

Early Departures: None

Guests: None

Regrets: None

Absent: Councillor Gord James

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

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

Resolved: That the agenda be adopted as circulated.

Carried PC2016-04

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 February 9th, 2016 be adopted.

Carried PC2016-05

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS (PARKING)

5.1 DOWNTOWN PARKING

Aaron Sloan gave an update to the handheld enforcement devices. They are being approved today, and then the phasing in will begin with the software and training. Estimated date of implementation is around 12 weeks. The current system of counting and chalking vehicles is working, but not always perfect. Tickets are being canceled to those who believe they were unfairly issued one. On average, there are two sweeps per day, with a baseline being established at The Lindsay Curling Club has worked out a system of pre-purchasing day passes which is working well. Feedback from the membership has been positive and although the lots, especially 1 & 8 are consistently full, there hasn't been an indication that anyone's sales have been affected.

5.2 IRISH HOUSE LOT

Aaron Sloan met with Diane McFarlane of Land Management, who has a report going to Council regarding the potential sale of the property and will be seeking direction on enforcement. There is still some questions regarding the lot and its adjacent properties and ownership. Charlie McDonald and Steve Podolsky will request a meeting with her in order to have those questions answered.

6.0 REPORTS

None

7.0 NEXT MEETING

Tuesday, April 12th, 2016

7:30am

The Grand Experience (Upper Level)

177 Kent Street West

8.0 ADJOURNMENT

Moved By: Charlie McDonald

Seconded By: Jim Garbutt

Resolved: That the March 8th, 2016 meeting of the Parking Committee is adjourned at 7:50am.

Carried PC2016-06

ACTION ITEMS ARISING FROM MEETING

New Actions

Reference	Action Item	Status	Who	Due By
PC2016-03	Schedule meeting with Diane McFarlane of Land Management regarding property ownership.	In Progress	Steve Podolsky & Charlie McDonald	ASAP

Outstanding Actions

Reference	Action Item	Status	Who	Due By
PC-2016-02	Send parking lot map to Melissa McFarland	Completed	Aaron Sloan	Completed
PC2016-02	Once parking lot map is received, send to membership	Completed	Melissa McFarland	Completed
PC2016-02	Touch base with Diane McFarlane at Land Management to inquire about meeting	Completed	Aaron Sloan	Completed



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE PARKING COMMITTEE

**Tuesday, April 12th, 2016
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

Councillor Isaac Breadner

Councillor Pat Dunn

Councillor Gord James

City of Kawartha Lakes Liason

Aaron Sloan

MEETING #PC-2016-04

1.0 CALL TO ORDER

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

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

Recording Secretary: Melissa McFarland

Late Arrivals: None

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

Resolved: That the agenda be adopted as circulated.

Carried PC2016-07

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

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

Resolved: That the Meeting Minutes of March 8th, 2016 be adopted.

Carried PC2016-08

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS (PARKING)

5.1 DOWNTOWN PARKING & USAGE

Increasingly heavy usage in Lots M1 & M8 was discussed. Aaron Sloan said that usage by CKL Staff is being controlled as they should be parking in the lot on the corner of Cambridge and Peel and not in Lots M1 & M8, however the CKL Staff permits are visually the same as the permits given to the general public. Discussion of the possibility of reserving some of the prime spots for 4 hour customer parking, and not permits was held. Committee members will review the area to give their opinions on which spots should be reserved and the logistics of this.

5.2 MULTI-LEVEL PARKING

Jim Garbutt has done some preliminary research of structures and had early discussions with the Founders at Kent Place Mall regarding possible future use of their property on the west side of Cambridge Street between Kent and Russell Streets. Discussion was held regarding the optimal way for a recommendation for staff to begin preparing data about usage for Council. Aaron Sloan will look into some preliminary data, and following that the BIA may recommend to Council that a report should be prepared.

A recommendation was made by Jim Garbutt that 'long vehicle parking' signs be placed to identify these spaces in Lot M2.

5.3 FORMER IRISH HOUSE LOT, RIGHT-OF-WAYS

Charlie McDonald and Steve Podolsky have a meeting scheduled with Diane McFarland of Land Management this day at 2:00pm. They will discuss who owns the right of ways running east/west behind the Kent Street buildings, and north/south between Valu-Mart and the William Street buildings, as well as future plans, surfacing options and options for keeping the right of ways clear.

5.4 YORK STREET SOUTH REPAIRS

Issues with conditions of York Street South were discussed and how those conditions are affect access for deliveries, tripping hazards on sidewalks for pedestrians and accessibility issues. Steve Podolsky will contact Mike Farquahar in Engineering to inquire where we are in the process of repairs.

6.0 REPORTS

None

7.0 NEXT MEETING

Tuesday, May 10th, 2016

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 April 12th, 2016 meeting of the Parking Committee is adjourned at 7:50am.

Carried PC2016-09

ACTION ITEMS ARISING FROM MEETING

New Actions

Reference	Action Item	Status	Who	Due By
PC2016-04	Review areas in Lots M1 & M8 for customer vs. permit parking.	In Progress	All Committee Members	Next Meeting
PC2016-04	Prepare some preliminary data regarding lots and usage.	In Progress	Aaron Sloan	Next Meeting
PC2016-04	Meet with Diane McFarland, Land Management regarding Former Irish House Lot and right-of-ways and report back.	In Progress	Charlie McDonald & Steve Podolsky	Next Meeting
PC2016-04	Contact Mike Farquahar regarding work plan for York Street South.	In Progress	Steve Podolsky	Next Meeting

Outstanding Actions

Reference	Action Item	Status	Who	Due By
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LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE PARKING COMMITTEE

Tuesday, May 10th, 2016
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

Councillor Isaac Breadner

Councillor Pat Dunn

Councillor Gord James

City of Kawartha Lakes Liason

Aaron Sloan

MEETING #PC-2016-05

1.0 CALL TO ORDER

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

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

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: Aaron Sloan

Absent: Councillor Gord James

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 PC2016-10

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 April 12th, 2016 be adopted.

Carried PC2016-11

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS (PARKING)

5.1 DOWNTOWN PARKING & USAGE

Aaron Sloan sent a report of lot utilization counts from January to April along with his regrets for the meeting, and advised that any concerns arising from the meeting can be emailed to him.

Concerns from merchants regarding parking spaces that have been leased to businesses in the already heavily utilized lots M1 & M8 were reported, most recently to 'HDS' on the far west side of the lot. The committee has requested that no more spots be sold or leased until further discussion has been held.

Tickets given at the \$25 price point are still being received, although canceled if a complaint is made. The committee requests that this issue be addressed, and only \$15 tickets should be given as agreed in prior meetings.

Complaints have been received from merchants about little-to-no enforcement on street parking east of York Street. Employees are parking in prime spots all day, and no tickets are being given and by-law officers are rarely seen.

Moved By: Isaac Breadner

Seconded By: Steve Turner

Resolved: That a request be made for City Council to endorse a study that will investigate the cost of the Lindsay Downtown BIA to assume responsibility for the downtown parking enforcement and other by-law matters affecting the BIA geographical area.

Carried PC2016-12

5.2 MULTI-LEVEL PARKING

Further discussion was held and will continue to be investigated.

5.3 FORMER IRISH HOUSE LOT, RIGHT-OF-WAYS

Steve Podolsky and Charlie McDonald will be investigating land records to find out ownership of the right-of-ways and driveways in question.

6.0 REPORTS

None

7.0 NEXT MEETING

Tuesday, June 14th, 2016

7:30am

The Grand Experience (Upper Level)

177 Kent Street West

8.0 ADJOURNMENT

Moved By: Charlie McDonald

Seconded By: Dan Burns

Resolved: That the May 10th, 2016 meeting of the Parking Committee is adjourned at 8:15am.

Carried PC2016-13

ACTION ITEMS ARISING FROM MEETING

New Actions

Reference	Action Item	Status	Who	Due By
PC-2016-05	Place PC2016-12 on Board Agenda	In Progress	Melissa McFarland	Board of Directors Meeting
PC-2016-05	Investigate land ownership of areas surrounding the former Irish House lot	In Progress	Steve Podolsky & Charlie McDonald	Next Meeting

Outstanding Actions

Reference	Action Item	Status	Who	Due By
PC2016-04	Review areas in Lots M1 & M8 for customer vs. permit parking.	In Progress	All Committee Members	Next Meeting
PC2016-04	Prepare some preliminary data regarding lots and usage.	Completed	Aaron Sloan	Next Meeting
PC2016-04	Meet with Diane McFarland, Land Management regarding Former Irish House Lot and right-of-ways and report back.	Completed	Charlie McDonald & Steve Podolsky	Next Meeting
PC2016-04	Contact Mike Farquahar regarding work plan for York Street South.	In Progress	Steve Podolsky	Next Meeting



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
PARKING COMMITTEE

Tuesday, June 14th, 2016
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

Councillor Isaac Breadner

Councillor Pat Dunn

Councillor Gord James

City of Kawartha Lakes Liason

Aaron Sloan

MEETING #PC-2016-06

1.0 CALL TO ORDER

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

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

Recording Secretary: Melissa McFarland

Late Arrivals: Jim Garbutt (7:40am)

Early Departures: None

Guests: None

Regrets: None

Absent: Councillor Gord James

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

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

Resolved: That the agenda be adopted as circulated.

Carried PC2016-14

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Dan Burns **Seconded By:** Isaac Breadner

Resolved: That the Meeting Minutes of May 10th, 2016 be adopted.

Carried PC2016-15

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS (PARKING)

5.1 DOWNTOWN PARKING & USAGE

Utilization counts for May and June (to date) were discussed. Aaron Sloan will send a copy to Melissa McFarland for distribution. The utilization numbers are based on counts done at various times of day, 3 times per month. The parking spot lines have been redone, and due to the improvement of some of the angles, increased the on-street parking inventory by 5 spaces. Permit parking was discussed and the possibility of designating permits to certain areas in specific lots was discussed to potentially free up prime areas for customers. The new software programming should be ready in the next 6 weeks.

Discussion was held on the complaints received from merchants regarding the presence of by-law enforcement, especially on the east end of Kent Street West. There have been reports of downtown employees' cars being parked on the street for several hours a day with no ticket. Aaron Sloan will look into the presence and visibility in these areas, and complaints are welcome to be filed directly with him, or through Melissa McFarland to him.

5.2 MULTI-LEVEL PARKING

Basic information on engineering costs for various types of structures was given by Aaron Sloan. Further discussion about location and possibilities of partnerships between developers and the City, will continue.

5.3 FORMER IRISH HOUSE LOT, RIGHT-OF-WAYS

Charlie McDonald and Steve Podolsky visited the provincial registry, and due to the complications of the land in this area, were unable to view all of the parcel pins that would be required to piece together all of the ownership. Property owners are welcome to investigate their own areas if they're interested.

5.4 LOT M1 BICYCLE RACKS

Moved By: Dan Burns

Seconded By: Isaac Breadner

Resolved: That the infrequently used bicycle racks contained in lot M1 be removed to add spaces to the parking spot inventory.

Carried PC2016-16

6.0 REPORTS

None

7.0 NEXT MEETING

Tuesday, July 12th, 2016

7:30am

The Grand Experience (Upper Level)

177 Kent Street West

8.0 ADJOURNMENT

Moved By: Isaac Breadner

Seconded By: Pat Dunn

Resolved: That the June 14th, 2016 meeting of the Parking Committee is adjourned at 8:11am.

Carried PC2016-16

ACTION ITEMS ARISING FROM MEETING

New Actions

Reference	Action Item	Status	Who	Due By

Outstanding Actions

Reference	Action Item	Status	Who	Due By
PC-2016-05	Place PC2016-12 on Board Agenda	In Progress	Melissa McFarland	Board of Directors Meeting
PC-2016-05	Investigate land ownership of areas surrounding the former Irish House lot	In Progress	Steve Podolsky & Charlie McDonald	Next Meeting
PC2016-04	Review areas in Lots M1 & M8 for customer vs. permit parking.	In Progress	All Committee Members	Next Meeting
PC2016-04	Contact Mike Farquahar regarding work plan for York Street South.	In Progress	Steve Podolsky	Next Meeting



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
PARKING COMMITTEE

Tuesday, July 12th, 2016
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

Councillor Isaac Breadner

Councillor Pat Dunn

Councillor Gord James

City of Kawartha Lakes Liason

Aaron Sloan

MEETING #PC-2016-07

1.0 CALL TO ORDER

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

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

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: Aaron Sloan

Absent: Councillor Isaac Breadner, Councillor Gord James

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Steve Turner

Seconded By: Charlie McDonald

Resolved: That the agenda be adopted as circulated.

Carried PC2016-17

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Dan Burns

Seconded By: Steve Turner

Resolved: That the Meeting Minutes of June 13th, 2016 be adopted.

Carried PC2016-18

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS (PARKING)

5.1 DOWNTOWN PARKING & USAGE

Aaron Sloan sent his regrets for the meeting. General discussion was held on the parking usage and enforcement. The committee would like an ETA on the implementation of the handheld enforcement devices for the next meeting.

5.2 MULTI-LEVEL PARKING

No update, but the item will stay on future agendas for discussion about topics such as location and availability of partnerships.

5.3 HORSE & BUGGY PARKING

The topic was raised at the Downtown Revitalization Strategic Planning sessions and placed on agenda for discussion. A former committee consisting of Brent Rice, Margaret Cunningham, Barb Evans and others previously addressed the topic approximately 10 years ago. Recently National Grocer's implemented parking in their area, and the committee agreed on the value of providing space to the Mennonite community in the downtown. Issues such as the cost of parking spaces, insurance, and nutrient waste was discussed. Ivan Gingrich is a well-known member of the Mennonite community and a customer of Burns Bulk Food – Dan Burns will raise the topic with him the next time he is observed in his business.

6.0 REPORTS

None

7.0 NEXT MEETING

Tuesday, August 9th, 2016

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 July 12th, 2016 meeting of the Parking Committee is adjourned at 8:01am.

Carried PC2016-19



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
PARKING COMMITTEE

Tuesday, August 9th, 2016
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

Councillor Isaac Breadner

Councillor Pat Dunn

Councillor Gord James

City of Kawartha Lakes Liason

Aaron Sloan

MEETING #PC-2016-08

1.0 CALL TO ORDER

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

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

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: Jim Garbutt

Absent: Councillor Gord James

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

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

Resolved: That the agenda be adopted as circulated.

Carried PC2016-20

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Dan Burns **Seconded By:** Steve Turner

Resolved: That the Meeting Minutes of July 12th, 2016 be adopted.

Carried PC2016-21

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS (PARKING)

5.1 DOWNTOWN PARKING & USAGE

Charlie McDonald requested that monthly statistics be provided to the committee on a monthly basis by Aaron Sloan, so that items like tickets given, and revenue generated can be reviewed. It was stressed that if further discussions will be held about the possibility of downtown by-law services being contracted out to the BIA, then the BIA needs all of the information going forward. The intent is for by-law to present some options for contracting out services to Council in October.

The handheld monitoring system is currently being set up and tested, and field testing will continue next week. The previous system will stay in place as backup.

Discussion was held about the concept of assigning certain permits to certain lots to control congestion in the heavily utilized lots. When the new system is in place, it will allow for better tracking to determine the extent of the congestion and how best to spread the permits out.

5.2 MULTI-LEVEL PARKING

No update, but the item will stay on future agendas for discussion about topics such as location and availability of partnerships.

5.3 HORSE & BUGGY PARKING

No update.

6.0 REPORTS

None

7.0 NEXT MEETING

Tuesday, September 13th, 2016

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 July 12th, 2016 meeting of the Parking Committee is adjourned at 7:53am.

Carried PC2016-22



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE PARKING COMMITTEE

Tuesday, September 13th, 2016
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

Councillor Isaac Breadner

Councillor Pat Dunn

Councillor Gord James

City of Kawartha Lakes Liason

Aaron Sloan

MEETING #PC-2016-09

1.0 CALL TO ORDER

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

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

Recording Secretary: Melissa McFarland

Late Arrivals: Councillor Pat Dunn (7:38am)

Early Departures: None

Guests: None

Regrets: Councillor Isaac Breadner

Absent: Councillor Gord James

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

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

Resolved: That the agenda be adopted as circulated.

Carried PC2016-23

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Charlie McDonald **Seconded By:** Dan Burns

Resolved: That the Meeting Minutes of August 9th, 2016 be adopted.

Carried PC2016-24

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS (PARKING)

5.1 DOWNTOWN PARKING & USAGE

Aaron Sloan distributed usage statistics collected by him and his officers, reflecting the tickets issues from 2013 onwards. Statistics are not yet available by location (lots versus streets), but may be with the new handhelds and their software. Handhelds are in effect as of last week.

Some issues of abuse, both ongoing and one-offs were brought forward by Jim Garbutt.

Concerns are still being had with congestion in lots M1 & M8, there are good days and bad days. Some business owners are concerned about November and December, although December will be enforced fully this year. A reminder will be sent to the membership reminding them that enforcement will still be in effect in December.

Discussion of the future of permits was held, with permits being assigned to specific lots to ease congestion from M1 & M8 and to better utilize outlying lots.

Issue with weeds adjacent to the Baker Building was brought forward and will be discussed with the Public Works representative at the next Beautification meeting to inquire as to whose responsibility this falls under.

5.2 MULTI-LEVEL PARKING

No update.

5.3 HORSE & BUGGY PARKING

Dan Burns has made connection with Ivan Gingrich, who is interested is consulting with the committee on preferred locations. Dan will attempt to arrange a meeting the next time he makes contact.

6.0 REPORTS

None

7.0 NEXT MEETING

Tuesday, October 11th, 2016

7:30am

The Grand Experience (Upper Level)

177 Kent Street West

8.0 ADJOURNMENT

Moved By: Dan Burns

Seconded By: Charlie McDonald

Resolved: That the September 13th, 2016 meeting of the Parking Committee is adjourned at 8:08am

Carried PC2016-25



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
PARKING COMMITTEE

Tuesday, October 11th, 2016
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

Councillor Isaac Breadner

Councillor Pat Dunn

Councillor Gord James

City of Kawartha Lakes Liason

Aaron Sloan

MEETING #PC-2016-10

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 7:47am

In Attendance: Steve Podolsky, Steve Turner, Dan Burns, Charlie McDonald,
Councillor Isaac Breadner, Councillor Gord James

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: Jim Garbutt, Aaron Sloan

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

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

Resolved: That the agenda be adopted as circulated.

Carried PC2016-26

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Charlie McDonald **Seconded By:** Dan Burns

Resolved: That the Meeting Minutes of September 13th 2016 be adopted.

Carried PC2016-27

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS (PARKING)

5.1 DOWNTOWN PARKING & USAGE

Discussion was held about the ongoing parking program and enforcement. The only issues seem to be mainly affecting lots M1 & M8, with usage extremely heavy. The Committee would like to email Aaron Sloan to request the s be addressed for the November meeting.

- City Staff – are they all being redirected to the Wellington Street lot?
- Can 4 hour parking be implemented for the prime spots located behind Burns Bulk Food and permits redirected further from the prime access points.
- Can By-Law concentrate on enforcement of Lot M1 & M8?
- Updates on option of assigning specific lots to permits.

A ‘Member Needs Assistance’ request will be put in with the OBIAA for information from Municipalities who have experience with managing their own parking enforcement.

5.2 MULTI-LEVEL PARKING

No update, but item will be kept on the agenda for future meetings. A partnership may be able to be formed with the Transit Committee, with funds coming from grants and the gas tax.

5.3 HORSE & BUGGY PARKING

No update.

6.0 REPORTS

None

7.0 NEXT MEETING

Tuesday, November 8th, 2016

7:30am

The Grand Experience (Upper Level)

177 Kent Street West

8.0 ADJOURNMENT

Moved By: Charlie McDonald

Seconded By: Dan Burns

Resolved: That the September 13th, 2016 meeting of the Parking Committee is adjourned at 8:17am.

Carried PC2016-28



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE PARKING COMMITTEE

**Tuesday, November 8th, 2016
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

Councillor Isaac Breadner

Councillor Pat Dunn

Councillor Gord James

City of Kawartha Lakes Liason

Aaron Sloan

MEETING #PC-2016-11

1.0 CALL TO ORDER

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

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

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: Councillor Pat Dunn (8:40am)

Guests: Ron Taylor

Regrets: Councillor Isaac Breadner

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Jim Garbutt

Seconded By: Steve Turner

Resolved: That the agenda be adopted as circulated.

Carried PC2016-29

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Charlie McDonald

Seconded By: Dan Burns

Resolved: That the Meeting Minutes of October 11th, 2016 be adopted.

Carried PC2016-30

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS (PARKING)

5.1 DOWNTOWN PARKING & USAGE

Ron Taylor, CAO for the City of Kawartha Lakes gave a brief of overview of the parking program for the downtown, as it's been approximately one year since the removal of the meters. Council has asked for reviews of some areas of by-law enforcement and possible partnerships with outside agencies and what those models could look like.

Aaron Sloan distributed a package of information regarding statistics on parking ticket issuance and utilization from 2013-2016 (present). Jim Garbutt requested that raw data be displayed along with the graphs. Charlie McDonald requested that the information be distributed on a regular basis as this is the first time such information has been presented to the committee. Also, the stats presented reflect city-wide parking and are not specific to the BIA area.

Utilization counts are shown as a percentage and as they approach 80%, expansion needs to be addressed. A potential parking burden may exist in the near future with 2nd and 3rd floor growth in the downtown, as well as the development of additional subdivisions.

Aaron Sloan described the current parking enforcement model – whereas in the summer, he had students doing the enforcement, the fall season will see a mainly reactive level of enforcement (complaint based), versus proactive, with enforcement officers likely only patrolling 1-2 days a week at different times.

Issues are still being described with heavy utilization and permits in lots M1 & M8. Processes for assigning permits to specific lots by work location, and assigning specific spaces to permits in busy lots were discussed. Permits will likely go paperless in the future and would be assigned and monitored by licence plates.

The committee will meet separately to review the stats that were distributed, as it is difficult to properly process within the meeting.

5.2 MULTI-LEVEL PARKING

No update.

5.3 HORSE & BUGGY PARKING

No update.

6.0 REPORTS

None

7.0 NEXT MEETING

Tuesday, December 13th, 2016

7:30am

The Grand Experience (Upper Level)

177 Kent Street West

8.0 ADJOURNMENT

Moved By: Charlie McDonald

Seconded By: Steve Turner

Resolved: That the November 8th, 2016 meeting of the Parking Committee is adjourned at 8:46am.

Carried PC2016-31



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE PARKING COMMITTEE

**Tuesday, December 13th, 2016
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

Councillor Isaac Breadner

Councillor Pat Dunn

Councillor Gord James

City of Kawartha Lakes Liason

Aaron Sloan

MEETING #PC-2016-12

1.0 CALL TO ORDER

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

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

Recording Secretary: Melissa McFarland

Late Arrivals: Councillor Gord James

Early Departures: None

Guests: Chris Marshall

Regrets: None

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Jim Garbutt

Seconded By: Isaac Breadner

Resolved: That the agenda be adopted as circulated.

Carried PC2016-32

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Dan Burns

Seconded By: Steve Turner

Resolved: That the Meeting Minutes of November 8th, 2016 be adopted.

Carried PC2016-33

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS (PARKING)

5.1 DOWNTOWN PARKING & USAGE

Charlie McDonald and Steve Podolsky updated on their meeting with Aaron Sloan and Chris Marshall, which was held to address concerns from the November meeting.

Aaron Sloan presented a memo with information on the parking enforcement going forward, as well as permit fee structures.

Discussion was held on complaint response times by by-law enforcement, and improvements to this are still in progress. In the summer, there will be an increase presence of officers, utilizing summer students. The committee will discuss in the spring which areas will be focused on. The committee agreed that creating a friendly and welcoming environment should be made a priority. Further discussion was also held on the assigning of permits, both private spots for businesses and general permit holders.

Moved By: Gord James

Seconded By: Steve Turner

Resolved: That the committee will recommend to the Board that a formal recommendation be made to adjust the permit fee structure to round off to the nearest fifty cents or one dollar which will require an amendment to the by-law.

Carried PC2016-34

Jim Garbutt recommended that signage be provided for the long parking spots in Lot M5, ideal for trailers, and offered to donate the cost of the sign.

Input will be provided on the City of Kawartha Lakes Website Redesign Survey to recommend that free parking for downtown Lindsay be promoted.

5.2 MULTI-LEVEL PARKING

No update.

5.3 HORSE & BUGGY PARKING

No update.

6.0 REPORTS

None

7.0 NEXT MEETING

Tuesday, January 10th, 2017

7:30am

The Grand Experience (Upper Level)

177 Kent Street West

8.0 ADJOURNMENT

Moved By: Charlie McDonald

Seconded By: Isaac Breadner

Resolved: That the December 13th, 2016 meeting of the Parking Committee is adjourned at 8:39am.

Carried PC2016-35