

## **30<sup>th</sup> MEETING OF THE BOARD OF DIRECTORS OF 'DOWNTOWN SUDBURY'**

Thursday, June 7, 2018, Vianet Board Room

### **A REGULAR MEETING OF THE BOARD HELD AT 5:00 P.M.**

#### **J. MACINTYRE IN THE CHAIR.**

#### **PRESENT**

B. McCullagh, B. Deisinger, E. Danyliw, G. Roy, K. MacIsaac, A. Vardy

#### **ALSO PRESENT**

M. Luoma	Executive Director
T. Fortin	
E. Landry	Senior Planner

#### **REGRETS**

J. Browning, S. Vincent, F. Cormier

#### **GUEST**

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T. Fortin was present to provide an update on the status of LPAT challenge, expected timing, etc. Mr. Fortin departed following this discussion.

### **PART ONE – CONSENT AGENDA**

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**DECLARATIONS OF CONFLICT** - None declared.

#### **C-1 APPROVAL OF MINUTES - BOARD OF DIRECTORS**

##### **18-175 Deisinger-McCullagh**

**THAT** Item C-1, contained in the Consent Agenda, as duplicated and circulated, be hereby accepted.

**CARRIED**

##### **18-176 Deisinger-McCullagh**

**THAT** the minutes of the 29<sup>th</sup> Meeting (April 5, 2018) as duplicated and circulated, be hereby accepted.

**CARRIED**

### **PART TWO – REGULAR AGENDA**

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Directors agreed to move a portion of **R-4 (Other/New Business/Updates)** up in the Agenda to accommodate E. Landry, as follows:

#### **CIP Funding Incentives Program**

E. Landry provided an overview of the available programs (similar to that of last year), noting that the deadline for submission of applications is June 30<sup>th</sup>. Following the review process, it is anticipated that successful proponents will be advised by February of 2019.

**Note ...** The BIA has assisted in distributing information on this program to members via newsletter and email, as well as specific mailouts (2 to date) to property owners, with a last reminder to be sent over the next couple of weeks.

#### **Public Art Policy**

Directors were advised that this project is now at the phase where public meetings/open houses will be scheduled (dates and locations to be determined) to invite discussion ie what is public art, expectations, etc. It is expected that the Policy will go back to Council in September.

E. Landry also advised of report going before Council June 12<sup>th</sup> re funding through the Mainstreet Revitalization Program, noting that there has been an allocation recommended towards two murals in the downtown (Elgin Pedestrian Underpass and the Durham Parkette) for a total of \$10,000. It was also noted that there has been interest expressed from a BIA Member to assist with the graphic at the Elgin Underpass. Updates to be provided on this pending Council's decision on partial funding.

## **R-1 CHAIR'S REPORT**

### ***OBIAA Conference – Graffiti removal***

J. MacIntyre advised Directors of graffiti removal equipment that was part of the Vendor Exhibit at the recent OBIAA Conference, noting that while expensive it may be worth considering for a number of reasons/opportunities:

- The equipment itself could be branded
- Opportunity for sponsorships to defray the cost
- Can be made available for use by organizations, CANs, etc. throughout the City
- 'easy to use' as it does not involve toxic material and the design vacuums the residue
- Possible opportunity to 'lease to own'

The Executive Director to continue to pursue sponsorships and report back to Board.

### ***Garbage bins***

M. Luoma provided an update, as outline in the ED Report previously circulated, further to a 'walk-about' with City Staff specific to the locations, conditions, 'hot spots', etc of the downtown garbage bins. It was further noted that two new (two opening containers) are expected to arrive soon, with an additional two later in the summer. City crews also expect to have the 'clean-up' portion completed by June 22<sup>nd</sup>.

Directors then discussed the importance and need to make a visual impact and following discussion agreed to commit to a financial contribution for the purchase of new bins. Directors also agreed to investigate (in partnership with the City) a unit that would complement the new bins but that would be less costly. Further to discussion, the following resolution was passed:

### **18-177 Deisinger-McCullagh**

**WHEREAS** the state of the 'downtown appearance' has been identified as a high level priority (from the general public, BIA members, Expressing Vibrancy report);

**BE IT THEREFORE RESOLVED THAT** the Board establishes a 'work group' including K. MacIsaac, B. McCullagh and E. Danyliw, to work with both Staff and the City for the purchase of new garbage bins for the entire downtown, including a unit that complement the current newer bins at a reduced cost;

**AND FURTHER THAT** it is agreed to allocate a budget of \$10,000 to this project.

**CARRIED**

### ***Pole Wraps***

Directors were advised of a product/wrap that is available that would deter the posting of materials on the light standards (another 'take-away' from the OBIAA Conference). Discussions have been held with a local supplier and the City (as part of the 'Downtown Appearance Work Group') and it is recommended that a 'pilot project' be initiated to determine the pros/cons of this product. This will be a partnership between the City and the BIA at an initial cost of \$2,000 to the BIA and is expected to result in approximately 18 poles being 'wrapped'.

It was also suggested that consideration be given to allowing (at specific/identified locations) a cork 'bulletin board' to be included and identified as an approved posting area. Further discussion on this is required through the By-Law Dept as postings on light standards in the downtown is currently prohibited.

### ***Place des Arts***

Directors were advised that it is still the intent of this project to begin by the end of the summer, end of July/early August. It was noted that there is a Communication Sub-Committee that has been established including representatives from the City, Place des Arts and the BIA (B. Deisinger, M. Luoma) to develop a communications plan. B. Deisinger noted that, at the first meeting of the Committee, we were able to bring forth a number of suggestions and ideas as a result of various workshops attended at the OBIAA Conference. A meeting of the Communications Sub-Committee has been scheduled for June 12<sup>th</sup>. A further report/information will be circulated to the Board as available.

### **R-2 TREASURER'S REPORT**

In the absence of S. Vincent, the Chair report on the recent Executive Committee meeting with the Board's Auditors and that the 2017 Audit went smoothly with nothing unforeseen and no recommendations for adjustments, etc. It was noted that the electronic version will be circulated for information. The following resolution was then presented:

#### **18-178 McCullagh-Deisinger**

**THAT** the Board of Directors accepts the Financial Statements of Downtown Sudbury BIA, year ended December 31, 2017, as prepared by KPMG and as recommended by the Executive Committee.

**CARRIED**

### **R-3 EXECUTIVE DIRECTOR'S REPORT**

Reports covering activities through April and May were previously circulated. It was noted that the Downtown Rotary Blues For Food date was incorrectly indicated as June 2<sup>nd</sup> (in the May report) and should be June 9<sup>th</sup>. The following resolution was then presented:

#### **18-179 McCullagh-Deisinger**

**THAT** the Executive Director's Report (March & April, 2018), as duplicated and circulated, be hereby accepted – with the date correction for Downtown Rotary Blues For Food.

**CARRIED**

### **R-4 EVENTS**

Directors held further discussion on the following (as also contained in the Executive Director's report previously circulated):

**Yard Sale** ... The largest and most successful to date. It was suggested that the rental of small tents be investigated and that this may encourage member participation out onto the sidewalk (rental costs to be covered by participating members). This may also be an opportunity for the BIA to assist/co-ordinate with other items ie tables, bbq, etc.

**Downtown Movie Night Under the Stars** ... The first of this summer's series will be held June 7<sup>th</sup> and continue through September.

**Downtown Rotary Blues For Food** ... Saturday, June 9<sup>th</sup>, Durham St.

**Ribfest ... Site Update**

Directors were advised that the ‘preferred’ site as directed by the Board – Memorial Park/Minto Street area – is not available this year primarily due to the TD Square construction. It was, however, recommended that this area be further considered for 2019.

The Executive Director advised that this year’s site will be (currently awaiting some final approvals) in the area of the municipal lot (corner of Brady/Minto), Minto St. (between Brady/Elgin) and the Arena parking lot. Directors recommended contacting the neighbouring restaurants in advance and offering an opportunity to participate on site or otherwise as works for them.

**R-5 OTHER/NEW BUSINESS**

*Lion’s Eye in the Sky* .... M. Luoma advised members of this program, the continued support of the BIA, the partners involved, replacement/upgrading requirements, etc. Following discussion, Directors agreed to continue with a \$2,000 contribution to this program for 2018.

**Board Election**

Directors were reminded that this year is Board election year, following the Municipal election. Directors were asked to consider if they will be running again as well as to encourage other members to do so.

**NEXT MEETINGS**

Coffee with a Cop	Wednesday, June 13 <sup>th</sup> – 8:30a.m. – Kuppajo Cafe
Regular Board	Thursday, September 6 <sup>th</sup> – 5pm – School of Architecture Board Room

**ADJOURNMENT**

**18-180 Vardy-Deisinger**

**THAT** we do now adjourn. Time: 7:00 pm

**CARRIED**

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Chair

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Executive Director