

## **SIXTH MEETING OF THE BOARD OF DIRECTORS OF 'DOWNTOWN SUBBURY'**

Thursday, July 4, 2019, YMCA Board Room

### **A REGULAR MEETING OF THE BOARD HELD AT 8:30 A.M.**

#### **B. MCCULLAGH IN THE CHAIR**

#### **PRESENT**

B. Deisinger, G. McCausland, A. Vardy, J. Arnold, J. Seguin

#### **REGRETS**

A. Roy, K. MacIsaac, J. MacIntyre, W. Watson

#### **ALSO PRESENT**

M. Luoma – Executive Director

T. Fortin – 9:00am-9:40am

L. Franklin – GSDC (arr: 9:40am)

**DECLARATIONS OF CONFLICT** - None declared.

### **PART ONE – CONSENT AGENDA**

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#### **APPROVAL OF MINUTES**

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

##### **19-28 Arnold-Deisinger**

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

**CARRIED**

##### **19-29 Vardy-Arnold**

THAT the Board minutes of the 5<sup>th</sup> Meeting of the Board (June 6, 2019), as duplicated and circulated, be hereby accepted.

**CARRIED**

### **PART TWO – REGULAR AGENDA**

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#### **R-1 CO-CHAIRS' REPORT**

B. McCullagh provided an update/overview on the following:

##### ***Integrity Commissioner***

There has been no discussion/correspondence over the past two weeks. Directors suggested a follow-up if nothing received over the next few weeks.

##### ***Notice of Motion before Council***

Directors were advised that Councillor Leduc's request to amend the BIA By-Law was not addressed at the last Council meeting and has been moved forward to the next meeting, scheduled for Tuesday, July 9<sup>th</sup> – 2pm – Council Chambers.

##### ***Director Resignation***

Directors were advised of the tendered resignation from A. Roy, due to increased responsibilities and time constraints. The ED provided an overview of the options available to the Board for replacement and it was agreed that active recruitment occur through July (Directors were invited to submit any potential names), interviews held in August with recommendation to the Board at the September meeting.

G. McCausland then recommended that consideration be given to eliminating the 'Executive Committee' to better streamline the operations and to be more inclusive for the full Board. Directors agreed and this will be further discussed through the Strategic Plan process.

The following resolution was then presented:

**19-30 Arnold-Vardy**

**THAT** the Board of Directors of 'Downtown Sudbury' BIA accepts, with regret, the resignation of Amanda Roy from the Board due to increased time constraints;

**AND FURTHER THAT** the Executive Committee be directed to pursue the necessary steps to fill this position for the balance of this term.

**CARRIED**

**R-2 EXECUTIVE DIRECTOR'S REPORT**

Reports for the months of May and June were previously circulated. There being no questions, the following resolution was presented:

**19-31 Seguin-Arnold**

**THAT** the Executive Director's Reports for May & June 2019, as duplicated and circulated, be hereby accepted.

**CARRIED**

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**IN CAMERA PORTION**

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T. Fortin was present to discuss a legal matter and, as such, the meeting moved In Camera at 9:00 a.m.

The meeting moved out of Camera at 9:40 a.m. There was no action, resolution or direction to report.

**R-3 STRATEGIC PLANNING DISCUSSION/UPDATE**

Directors were updated on the following:

- Both the Public and Member Surveys will be initiated in early July – conducted by Oracle Poll
- Public Engagement will take place over July/August – including: Farmers' Market (2), Up Here Festival (Family Day), Ribfest, and YMCA (to be confirmed)
- Member Engagement will occur in August (following the Survey) and will be through the Board's offices

**R-4 ECONOMIC DEVELOPMENT**

The following updates were provided:

***Place des Arts***

Negotiations are currently underway with the lowest bidder for the next phase of construction and, while there is no date at this time, an announcement of construction start-up is expected in the near future.

***Beautification***

\*New **garbage bins** have been ordered

\***Streetlighting** – no update at this time

***Parking***

\***HotSpot program** – launched and positive feedback received. It was also noted that there seems to be agreement that, once the meters are removed and the new machines installed, additional spots may be generated.

\***Expression of Interest for Parking Garage(s)** – further to Council support, Staff is will be issuing this towards the end of July with a closing date end of August.

\***Elm St. parking** – J. Arnold suggested that it may be time to revisit the addition of on-street parking on the north side of Elm St. (as was discussed at the time the current parking was negotiated). It was further noted that this may now tie-in well with the addition of bike lanes on upper Elm.

## **R-5    MARKETING**

Updates:

**Yard Sale** ... rescheduled date was successful with all but 11 Vendors (26 tables) returning

**Blues for Food** ... over 1,500 non-perishable food items collected, over \$4,371 cash donations (which equates to a food value of \$26,220)

**Ribfest** ... Update provided on the discussions with the Craft Breweries, initiated in April. The ED advised of the decision of the group to not participate in the festival this year (and further read the email received outlining reasons). It was also further recommended that, should the Board wish to proceed in this manner that it be reviewed in the fall, an RFP prepared and issued inviting expressions of interest for 2020, including the downtown bas. Following discussion, Directors supported this recommendation and agreed to continue with the existing supplier/partner for 2019.

Further discussion was held on opportunities to change the festival (ie London Craft Beer & BBQ), what might that mean, partnership opportunities, etc. Further discussion to be held in the fall.

**Meet & Greet** ... This went well and although the attendance was not strong, feedback was very positive. There was a recommendation to do this twice/year.

## **R-6    SOCIAL**

**Coffee with a Cop** ... The last was held June 13<sup>th</sup>, at Taco Sol. There will be a slight break with the next one to b held in September.

## **R-7    NEW BUSINESS/OTHER**

- Lighting of laneways ... It was suggested that LED lights be purchased and installed by the BIA, further to approval by the property owner
- Transit Terminal ... It was agreed to discuss the closure of the downtown terminal at a fall meeting of the Board

## **NEXT MEETING**

**Regular Board**

**Thursday, August 1 – 8:30 am – Vianet Board Room**

## **ADJOURNMENT**

19-32 Vardy

THAT we do now adjourn. Time: 10:20 a.m.

**CARRIED**

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Chair

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Executive Director