

## **33<sup>rd</sup> MEETING OF THE BOARD OF DIRECTORS OF 'DOWNTOWN SUDBURY'**

Thursday, December 6, 2018, School of Architecture Board Room

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

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

#### **PRESENT**

B. Deisinger (dep 6:45 p.m.), J. Browning, F. Cormier, G. Roy, A. Vardy (dep 6:40 p.m.), E. Danyliw, S. Vincent

#### **ALSO PRESENT**

M. Luoma Executive Director

T. Fortin

#### **REGRETS**

B. McCullagh, K. Maclsaac

### **'IN CAMERA' PORTION**

---

The meeting went 'In Camera' at 5:05 p.m. to discuss a legal matter.

#### **18-190 Deisinger – Danyliw**

**THAT** the Board closes the 'In Camera' portion of this meeting at 5:40 p.m.

**CARRIED**

The Chair advised that there were no resolutions emanating from the 'In Camera' portion.

### **PART ONE – CONSENT AGENDA**

---

**DECLARATIONS OF CONFLICT** - None declared.

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

##### **18-191 Vincent - Danyliw**

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

**CARRIED**

##### **18-192 Vincent - Danyliw**

**THAT** the minutes of the 32<sup>nd</sup> Meeting (November 1, 2018) as duplicated and circulated, be hereby accepted.

**CARRIED**

### **PART TWO – REGULAR AGENDA**

---

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

##### **Board Election**

Directors were reminded that the Nomination deadline is Thursday, December 13<sup>th</sup> – 4:30 p.m. – and were also advised of interest indicated to date.

##### **Parking discussion**

The Chair elaborated upon recent discussions with City Staff – as per the previously circulated notes – including:

\*PdA Parking

\*New Signage

\*Parking Meter Enforcement

\*Energy Court .. noting that this lot as 'sold out' of monthly passes in November

1

- \*Parking Facility
- \*Removal of Planters
- \*Pay-by-Plate update

### **Supervised Consumption Site – Community Advisory Committee**

The Chair advised that B. McCullagh, M. Luoma and himself represent the BIA on this Committee. At this time, the Committee is developing the Terms of Reference and details to conduct a feasibility study to confirm the need and requirements for such a service/facility.

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

Report covering activities for the month of November was previously circulated. The following resolution was then presented:

#### **18-193 Vincent – Danyliw**

**THAT** the Executive Director's Report (November 2018), as duplicated and circulated, be hereby accepted.

**CARRIED**

### **R-3 PLACE DES ARTS**

Update contained in the ED Report, including the Member Information Session recently held.

### **MOTION TO PROCEED PAST 6:30 P.M.**

#### **18-194 Browning – Roy**

**THAT** we proceed past 6:30 p.m.

**CARRIED**

### **R-4 SAFETY**

Updates (as previously circulated) were provided on the following:

- \*Downtown Safety Forum 2 ... which will be held in Spring and Fall
- \*Focus Group Sessions ... specific to industry or geography
- \*CPTED (Crime Prevention Through Environmental Design)

### **R-5 EVENTS**

#### **Ribfest 2018**

Draft financials were previously circulated. M. Luoma further elaborated on the results, feedback, etc. from the relocation to the new site (very positive). Further to discussion, the following resolution was then presented:

#### **18-195 Vincent – Danyliw**

**THAT** the Board of Directors of 'Downtown Sudbury' BIA approves a 2018 donation in the amount of \$10,000 to the YMCA;

**AND FURTHER THAT** this donation is a result of a new partnership as part of the 2018 'Downtown Sudbury Ribfest', with the YMCA as the approved 'charity of choice' for that event.

**CARRIED**

### **November and December**

Information was previously circulated providing an overview of activities over these months, including:

- \*Santa Watch Party (including email received from a Member), Santa Claus Parade
- \*Downtown Art Crawl, Makers North Christmas Market
- \*Christmas Campaign – free movies, free sleigh rides, parking elves, Giveaways, Contest

**R-6 OTHER/NEW BUSINESS/UPDATES**

**'Win This Space' Initiative**

**2018** Directors were advised that the winner has announced her opening date to be March 1, 2019 (previous Bombshell Saloon location). Renovations are currently underway.

**2019** As a result of the reduced number of street level vacancies (currently), Directors discussed possible options for 2019, including: ① consider running this initiative bi-annually with the focus on street level ② open up the program to include both street level and upper floor vacancies. Preliminary discussions on these options will be held with L. Franklin (GSDC) over the next couple of weeks. The Board agreed to review options again in the new year.

**2019 Budget/Program**

Further to discussion, the following direction was provided:

- Cost-of-living increase
- 2 areas of key focus: ① economic development & ② product development (beautification, lighting, planter removal, etc.). This includes a specific budget line item for the professional installation of street tree lights
- Need for downtown member business collaboration - retailers consider adjusting hours to make use of the free evening & weekend parking ie extend hours on Thursday and/or Friday evenings, everyone open on Saturdays

The ED will prepare a draft 2019 Budget/Program reflecting the Board’s discussion for review at the January Board meeting.

**NEXT MEETING**

**THURSDAY, JANUARY 10<sup>TH</sup> – 5:00 P.M.**  
**(School of Architecture tbc)**

**ADJOURNMENT**

**18-196 Vincent – Danyliw**

**THAT** we do now adjourn. Time: 7:00 p.m.

**CARRIED**

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Executive Director