

THE CORPORATION OF THE MUNICIPALITY OF KINCARDINE

Kincardine BIA Board Meeting Minutes

Tuesday, July 18, 2023

Members Present	Councillor Hinchberger Sadie Al Tonya Adams Justine McManus Erin Nichol Darrel Perry
Members Absent	Stacey Nixon Stephanie Tschirhart Shawna Mills
Staff Present	Cherie Leslie, Secretary Tammy Schneider, Kincardine Chamber of Commerce Amanda Goetz, DDM

1. **Call to Order**

The Kincardine BIA Board of Management meeting was called to Order at 9:01 am on July 18, 2023, electronically.

1.1 **Land Acknowledgment Statement**

The Chair opened the meeting with the Land Acknowledgment Statement.

2. **Additions/Deletions/Amendments to the Agenda**

3. **Disclosure of Pecuniary Interest**

4. **Adoption of Minutes**

Resolution # #2023-07-18-01

Moved by: Mike Hinchberger

Seconded by: Tonya Adams

THAT the minutes of the June 20, 2023 meeting of the Kincardine BIA Board of Management be accepted as presented.

Carried.

5. **Delegations**

6. **Downtown Development Manager (DDM) Report**

In addition to the DDM report, Amanda noted that the Summer Street Party was approved for August 6th, promotions have started and volunteers are needed for this event.

Sadie and Amanda met with Olivia for the Quinn Plaza parkette to ensure there is still interest in proceeding with the project. Amanda is working on getting an updated budget for the project.

Request for BIA donation was received from Handbags for Hospice. Uncertainty if this was supported annually by the BIA as there was no budget line allocated towards this. The Board suggested it was a difficult year with construction to support other events and organizations.

The Chamber is wondering if the BIA will be sponsoring the Downtown Ambassador award at the Community Achievement Awards for the amount of \$675. Further discussion is required on this item.

Resolution # #2023-07-18-02

Moved by: Darrel Perry

Seconded by: Justine McManus

THAT the Board direct the DDM to provide a response to the Huron Shores Hospice to regrettably decline sponsorship this year due to the downtown construction and budget reallocations.

Carried.

6.1 **BIA Bucks**

6.2 **Downtown Dig Subcommittee Update**

6.3 **Events Subcommittee Update**

7. **New Business**

7.1 **Downtown Dig - Update & Next Steps**

Cherie noted that construction is approximately 9 days behind in Phase 1. Phase 1 fibre optic is still being installed and waiting on water samples. Lavis is prepping the street for curbs and pavement. Fences will be removed with curb is installed and temporary waterlines are removed.

Phase 2 is on schedule. Crews are finishing east side building connections and then will install new storm main.

Radio marketing over the next 3 weeks will focus on supporting downtown businesses, passport program and lakeside live. Newspaper ad was published on July 5 in Kincardine Independent and planning to do a media release/project update in the coming weeks when pavement is done in Phase 1.

8. Reports and Updates

8.1 Executive Update

8.2 Council Update

Councilor Hinchberger noted that a motion came forward at Council to review the location and placement of the Secord Monument. Suggested that comments on this matter be directed to Council.

8.3 Roundtable Discussion

Tammy and the Board praised Amanda for attendance at events, downtown promotion, organizing Blinky and being active on the street.

Tonya noted that many heritage lights are out on Harbour Street and bankers alley and should be replaced before the Harvest Dinner in September. Amanda noted that she is looking into better quality lightbulbs that last longer and Municipality has to hire a company with a boom truck to do this work.

Amanda noted that the passport program is going well with lots of completed submissions. BIA buck giveaways are also well received with lots being redeemed.

Tonya noted that Westshore is hosting the Surf's up event on Saturday. Approximately 60 participants.

Darrel expressed concerns that budget cuts for student positions funding is impacting downtown as there isn't enough students to help with events and downtown dig.

Darrel noted that Kincardine Yoga Festival happening on August 12th.

9. **Financial Report**

Amanda noted that most spending items are on track as we are half way through the year.

Resolution # #2023-07-18-03

Moved by: Mike Hinchberger

Seconded by: Justine McManus

THAT the Accounts for Payment be accepted as prepared and presented.

Carried.

10. **Correspondence**

11. **Schedule of Meetings**

The August meeting will be held via Zoom.

12. **Adjournment**

Resolution # #2023-07-18-04

Moved by: Mike Hinchberger

Seconded by: Tonya Adams

THAT the Kincardine BIA Board of Management adjourn at 9:40am.

Carried.

Chair

Secretary