

# THE CORPORATION OF THE MUNICIPALITY OF KINCARDINE

## Kincardine BIA Board Meeting Minutes

Tuesday, September 19, 2023

Members Present      Councillor Hinchberger  
                                 Sadie Al  
                                 Tonya Adams  
                                 Justine McManus  
                                 Erin Nichol  
                                 Stacey Nixon  
                                 Darrel Perry

Members Absent      Stephanie Tschirhart

Staff Present              Cherie Leslie, Secretary  
                                 Lorie Fioze, Manager of Strategic Initiatives  
                                 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 8:11am on September 19, 2023 at the Kincardine Welcome Centre.

#### 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 # #2023-09-19-01**

**Moved by:** Mike Hinchberger

**Seconded by:** Darrel Perry

THAT the minutes of the August 15, 2023 meeting of the Kincardine BIA Board of Management be accepted, as presented.

Carried.

5. **Delegations**

6. **Outstanding Business**

7. **New Business**

**7.1 BIA Strategic Plan**

The Board has an initial discussion around the downtown strengths, weaknesses, opportunities and threats, as well as an initial review of some key priorities in upcoming years. There was a question about some elements that are outside of BIA's control, like the special events that held in other locations - will they be returning to Queen Street.

Next steps - circulate notes, look at actions, and draft survey for all members to gather additional input for the Boards consideration.

**7.2 Committee on pier safety - BIA representative appointment**

**Resolution # #2023-09-19-02**

**Moved by:** Sadie Al

**Seconded by:** Stacey Nixon

THAT the BIA Board recommend to the Municipality of Kincardine that Ash Adams be appointed as the BIA representative on the Pier Safety Ad Hoc Committee.

Carried.

**7.3 Parking By-law Amendment**

The Board requested the DDM conduct more research and potential next steps on the 2-hour parking restrictions downtown and adjacent side streets and report back at a future meeting.

**7.4 Downtown Dig Construction Update**

Cherie noted that an alternative concrete stamp has been secured and the utility strip around and Phase 2 curbs and sidewalk work should get

underway soon. Hoping to have Phase 2 area reopened in early October. Phase 3 area remains on schedule with completion in early November.

**8. DDM Report**

The postcard mailer will be printed and available for pick-up on Friday and delivered to all households.

Heritage Lights on Harbour street and Victoria Park, not included in budget for replacement. Historically, BIA purchases replacement lightbulbs and the Municipality installs. Current lightbulbs have low longevity and Amanda has explored better alternatives which come at a cost of \$7,000.

Decorating for fall streetlights can only occur after streetlights have new epoxy applied. Amanda is also making suggestions to businesses for fall decorations in window displays.

**Resolution # #2023-09-19-03**

**Moved by:** Darrel Perry

**Seconded by:** Sadie Al

THAT the Board direct the DDM to utilize a portion of the Harvest Dinner fundraising to cover the replacement cost of heritage lights.

Carried.

**9. Reports and Updates**

**9.1 Executive Update**

**9.2 Council Update**

**9.3 Roundtable Discussion**

**10. Financial Report**

**Resolution # #2023-09-19-04**

**Moved by:** Darrel Perry

**Seconded by:** Justine McManus

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

Carried.

**11. Correspondence**

**11.1 BIA Board Member Resignation - StephanieTschirhart**

**12. Schedule of Meetings**

Preference for in-person meetings in future. Will look at Welcome Centre availability.

Preference to host the Strategic Planning session at a separate meeting. Amanda will look at interim meeting dates. Suggested that business survey be completed before next meeting.

**13. Adjournment**

**Resolution # #2023-09-19-05**

**Moved by:** Mike Hinchberger

**Seconded by:** Tonya Adams

THAT the Kincardine BIA Board of Management adjourn at 10:22am.

Carried.

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Chair

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Secretary