

# THE CORPORATION OF THE MUNICIPALITY OF KINCARDINE

## Kincardine BIA Board Meeting Minutes

Tuesday, October 17, 2023

Members Present	Councillor Hinchberger Tonya Adams Justine McManus Erin Nichol Stacey Nixon Darrel Perry Shawna Mills
Members Absent	Sadie Al Stephanie Tschirhart
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 9:02am on October 17, 2023, at the Kincardine Centre for the Arts.

#### 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 # #2023-10-17-01**

**Moved by:** Mike Hinchberger

**Seconded by:** Darrel Perry

THAT the minutes of the September 19, 2023, meeting of the Kincardine BIA Board of Management be accepted, as presented.

Carried.

5. **Delegations**

5.1 **Rick Clarke - Lighthouse Blues Festival**

Rick Clarke thanked the Board for their sponsorship of the Lighthouse Blues Festival in 2023 and confirmed that the festival will continue in downtown Kincardine in 2024, with a total of 7 performance stages. The purpose of the festival is to bring blues music to the community and be an economic driver for the downtown. Mr. Clarke noted that the economic impact of the festival is \$2.7 million. The festival spends about \$30,000 for the Free Saturday Street festival and hopes that the BIA will continue to support this event in the future.

6. **DDM Report**

The BIA discussed the Municipalities request to potentially assist or take over Monday Market in the Park. There was discussion around the benefits of the increased revenue for the BIA, the increased staffing hours required to support this and whether there would be an overall benefit to the downtown and BIA if they took this over. The Board will review this request further during the October Strategic Planning session.

7. **New Business**

7.1 **Strategic Plan & 2024 Budget**

Member Perry provided an overview document of the SWOC analysis and an outline for next steps in the Strategic Planning Session including the October 26th meeting. Proposing to bring forward a draft budget for the November 21st meeting. Board members are encouraged to get members to complete the survey as only 23 submissions to date.

**Resolution # #2023-10-17-02**

**Moved by:** Darrel Perry

**Seconded by:** Justine McManus

WHEREAS the BIA Board will be reviewing and submitting a draft 2024 budget to the Municipality;

AND WHEREAS the BIA Board does not intent to increase the BIA levy for 2024 but may look at potential expansions of the BIA boundaries as a means to increase revenues and memberships.

Carried.

## **7.2 Downtown Dig update and Business Supports**

Cherie provided a brief update on construction which is scheduled to be complete by mid November, in time for Hometown Christmas. The Board would like to receive an update on the new streetscape items like planters, trees, benches, etc. at the December meeting. The Board offered to extend an invitation to the Accessibility Committee as they are also interested in this topic.

## **7.3 Murals from downtown window vandalism**

Some of the artists have requested to have the murals returned.

## **8. Reports and Updates**

### **8.1 Executive Update**

The recruitment for the vacant Board position is posted on the municipal website, deadline for applicants is October 19th. Encourage members to apply.

### **8.2 Council Update**

Councilor Hinchberger congratulated the BIA on Small Business Week and thanked all the businesses for their contributions to our business community. Mike noted that the second monument is still under discussion with Council and Council is appointing a pier safety committee.

### **8.3 Roundtable Discussion**

The DDM and Tonya congratulated all the BIA members that won a Chamber Community achievement awards and recognized the Chamber for another great event. The Board also thanked Amanda for a very successful Harvest Dinner.

## **9. Financial Report**

### **Resolution # #2023-10-17-03**

**Moved by:** Tonya Adams

**Seconded by:** Justine McManus

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

Carried.

10. **Correspondence**

11. **Schedule of Meetings**

12. **Adjournment**

**Resolution # #2023-10-17-04**

**Moved by:** Tonya Adams

**Seconded by:** Darrel Perry

THAT the Kincardine BIA Board of Management adjourn at 10:06am.

Carried.

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Chair

Secretary