

THE CORPORATION OF THE MUNICIPALITY OF KINCARDINE

Kincardine BIA Board Meeting Minutes

Tuesday, June 18, 2024

Members Present Councillor Hinchberger
 Sadie Al
 Tonya Adams
 Justine McManus
 Stacey Nixon
 Darrel Perry
 Shawna Mills (joined virtually)

Members Absent Erin Nichol
 Brittany Hamilton

Staff Present Amanda Goetz, DDM
 Cherie Leslie, Secretary

1. **Call to Order**

The Kincardine BIA Board of Management meeting was called to Order at 9:02am on June 18, 2024.

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 # #2024-06-18-01

Moved by: Tonya Adams

Seconded by: Sadie Al

That the minutes of the May21, 2024 meeting of the Kincardine BIA Board of Management be accepted, as presented.

Carried.

5. Downtown Development Manager Report

The DDM provided a quick update on BIA activities and initiatives. Darrel requested that future DDM Monthly Meeting reports include a summary of the planned advertising activity for the coming month.

The Board also requested that the DDM provide a draft proposal for the downtown information sign located at the top of Harbour Street..

6. Outstanding Business

6.1 Letter for Council - C1 zone parking requirements

The Board directed the DDM to draft a letter of support to reduce the C1 zone parking requirements in the downtown.

Resolution # #2024-06-18-02

Moved by: Justine McManus

Seconded by: Sadie Al

THAT the BIA Board recommend that the DDM submit the letter to Council/Clerk for consideration.

Carried.

6.2 Municipal Alleyway and Parking Lot Improvements

Darrel provided an update on the improvements made to the alleyway that have helped address the BIA's safety concerns. The outstanding issue that wasn't addressed was the designated parking area for the winter months to help with snow removal in the parking lot. Darrel indicated that he will continue to work on this to understand the residential parking needs, requirements for potential parking passes, and a potential designated area.

7. New Business

7.1 Sidewalk By-law discussion to support Queen Street businesses

The Board discussed concerns that businesses are experiencing with varying messages around sidewalk accessibility by-laws and policies and the need to understand requirements. There was disappointment that a decision to rectify this won't be made until Q2 2025. The Board expressed

a desire to have the BIA, impacted businesses and stakeholders involved in this discussion so a holistic approach can be developed.

The DDM was instructed to firstly communicate to BIA businesses that the BIA Board has identified that the lack of by-law clarity is negatively affecting BIA businesses and are formerly requesting clear direction asap from Council. Secondly, the DDM draft a letter outlining the consequences of conflicting sidewalk by-laws, the challenges we have on Queen Street, and the need for a collaborative and holistic approach to accessibility changes on our one hundred and twenty-five year old Queen street.

7.2 BIA Subcommittee Updates

Deferred until the July meeting.

7.3 New Subcommittee request

The Board discussed the potential to establish a new subcommittee to enhance Queen Street as a pedestrian friendly, sharable year round destination with patios and events. The subcommittee would create a presentation to Council for consideration as part of the 2025 budget deliberations. There was also discussion around downtown street closures and whether event organizers should engage businesses on how to get involved during the events and ensure that there are sufficient activities to justify street closures.

Resolution # #2024-06-18-03

Moved by: Sadie Al

Seconded by: Stacey Nixon

THAT the BIA create a new subcommittee, chaired by Darrel Perry, to work on a vision for Queen Street 2025 with a goal to come back to Council with a proposal and presentation in September.

Carried.

8. Reports and Updates

8.1 Executive Update

8.2 Council Update

8.3 Roundtable Discussion

The Municipality has partnered with the County to offer additional Spruce the Bruce grants for downtown facades, signage, patios, and accessibility improvements.

Sadie noted that she will be going on maternity leave soon and requested a temporary break for her position on the Board.

9. Financial Report

Resolution # #2024-06-18-04

Moved by: Sadie Al
Seconded by: Mike Hinchberger

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

Carried.

10. Correspondence

11. Schedule of Meetings

12. Adjournment

Resolution # #2024-06-18-05

Moved by: Stacey Nixon
Seconded by: Mike Hinchberger

That the Kincardine BIA Board of Management adjourn at 10:04am.

Carried.

Chair

Secretary