

# THE CORPORATION OF THE MUNICIPALITY OF KINCARDINE

## Kincardine BIA Board Meeting Minutes

Tuesday, July 16, 2024

Members Present	Councillor Hinchberger Erin Nichol, Chair Justine McManus Darrel Perry Shawna Mills Brittany Hamilton
Members Absent	Sadie Al Stacey Nixon Tonya Adams Cherie Leslie, Community Economic Development Coordinator
Staff Present	Amanda Goetz, DDM Lorie Fioze, Manager of Strategic Initiatives Tracey Guy, Secretary Tammy Schneider, Kincardine Chamber of Commerce
Others:	Ruth Nicholson Nick Cadotte

### 1. **Call to Order**

The Kincardine BIA Board of Management meeting was called to Order at 9:02 am on July 16, 2024.

#### 1.1 **Land Acknowledgment Statement**

The Chair opened the meeting with the Land Acknowledgment Statement.

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

None.

### 3. **Disclosure of Pecuniary Interest**

None declared.

4. **Adoption of Minutes**

**Resolution # #2024-07-16-01**

**Moved by:** Darrel Perry

**Seconded by:** Mike Hinchberger

That the minutes of the June 18, 2024, meeting of the Kincardine BIA Board of Management be accepted as presented.

Carried.

5. **Delegations**

5.1 **Lorie Fioze - downtown speakers**

Lorie advised that speakers are being installed downtown today and will be tested end of this week, weather permitting. The new speakers will be located along Queen Street, pointed down and will be controlled with a cell phone. The first event using the speakers will be Cruise Night. She is looking for feedback from the BIA Members, businesses and residents downtown, for future use of the speakers. For example, should they be used for just events, or play music certain times of the day, etc.

The Board discussed the use of the speakers. It was recommended to use during special events for now, and more feedback is needed for playing music. It was noted that if music is playing during the day for non-events, it be a consistent day/time each week, not too loud or low, not too early or late during the day and that it not conflict with the Piper.

6. **Downtown Development Manager Report**

Amanda distributed her report for review. She highlighted the increase of mischief in and around the downtown this year. Several buildings have been damaged and is a cause for concern.

The Board discussed the possibility of businesses installing security cameras at the front of each business and/or the Municipality installing on the street. Councillor Hinchberger noted that any request for the Municipality to install cameras will need to go to a Council meeting for approval, and receive budget allocation. He also noted that and viewing of the videos would be subject to the Municipality's Video Surveillance Policy.

The Board directed Amanda to look into a quote for a group rate for businesses, to install security cameras on their buildings.

**7. BIA Sub Committee Updates**

**7.1 Events Committee**

Amanda noted that planning is in the works for the Harvest Dinner on September 26, 2024. The Bruce will be providing the main course for the first event, and it is the hope to showcase other businesses for future events. Discussion took place for a theme of the event, and it was noted that the street (vs. the park) works best for the event, as it is accessible.

**7.2 Quinn Plaza Parkette**

The Board discussed the legalities and insurance requirements of providing a public park on private property. It was also noted the amenities would need to be removed in the winter months, due to snow storage of the property owner. Other options for a memorial were discussed.

The Board directed Amanda to organize a plan for the parkette, and the Board will research other options for the park.

**7.3 Future Improvements for Queen Street**

The Board requested the item be deferred to the next meeting.

**8. Outstanding Business**

**8.1 Blinky Policy**

The latest draft of the Blinky Policy was reviewed by the Board.

Amanda explained the fees for Blinky and his companion, and the costs associated with dry cleaning the costume. The current process of Blinky is verbal, and recommends a formal policy. The protocols of Blinky (ie. not allowed around food) will be explained when Blinky is rented out.

The Board agreed that a consistent approach for rental outside the BIA is a good approach, and some costs should be recovered. It was also noted that the Policy is a living document, and can be updated as needed.

The Board approved the Policy, with the amended deposit fee of \$150.00 and minimum of 1 hour fee of \$100.

**9. New Business**

**9.1 Sidewalk Accessibility Requirements**

Lorie advised that after several complaints, the Municipality obtained a legal opinion on the use of sidewalks downtown. It was determined that the minimum 1500mm path of travel is required to be maintained, under the Accessibility for Ontarians with Disabilities Act (AODA). Therefore, any business with bistro tables, furniture, plants, sales racks, etc. on the Municipal sidewalk will need to be removed. Sandwich board signs will be permitted in the utility corridor for now, provided they do not interfere with accessibility or parking. Notices will be delivered to the businesses on July 22nd, and they will have until July 28th to comply. She added that the Municipality's Sidewalk By-law and Sign By-law will be reviewed, and updated to comply with the AODA. The existing approved sidewalk patios will remain for 2024, and the Sidewalk Patio Policy will also be reviewed to ensure compliance.

It was noted that bikes not in bike racks, and biking on the sidewalk was also a problem on the sidewalks.

Councillor Hinchberger advised that feedback through the process can be forward to Lorie to investigate further.

## **9.2 BM Ross Sign Exemption**

Discussion took place regarding BM Ross looking to place 2 signs on the new office downtown. The 2 signs are currently located on the building with the former business name, and BM Ross is looking to replace the existing signs. The sign on the side of the building is not permitted in the current Sign By-law. It was noted that too many signs create sign pollution and that many exemptions compromises the Sign By-law and the integrity of the street. Compliance with the By-law creates consistency and equality.

The Board directed Amanda to write a letter, indicating that the BIA Board recommends that the sign that is in non-compliance with the Sign By-law, be denied and suggested Spruce the Bruce Funding for assistance.

## **10. Reports and Updates**

### **10.1 Executive Update**

The Chamber of Commerce Community Achievement Awards have been moved to a Thursday for 2024, being October 24th.

Groups are working on solutions for laundry services, especially for those without access to a vehicle. Affected residents are encouraged to call 211

or go on the 211 website for a full list of laundromats and available services.

## **10.2 Council Update**

Councillor Hinchberger advised that the Municipality is looking at implementing a 3 hour parking limit on Queen Street, which is consistent with other local municipalities.

Councillor Hinchberger advised that parking meters in the beach areas are deferred at this time. It was noted that other local municipalities charge to park at the beach. He encouraged members to lobby Council Members if you recommend that paid parking move forward at the beach.

## **10.3 Roundtable Discussion**

Appropriate signage is required in order to enforce parking. Council will also need to increase the By-law Enforcement budget if additional no-parking or parking time-limits are approved. Suggested bicycles for By-law enforcement may be more efficient for patrols in busy areas.

Kincardine Bird Challenge is complete, and the next Campfire Cookout will be held on August 2nd during Cruise Night.

Some businesses are having good financial years so far, while others are noticing a decline, possibly due to online shopping.

It was noted that business see an increase of local customers in the shoulder seasons, while tourists increase in July and August.

## **11. Financial Report**

### **Resolution # #2024-07-16-02**

**Moved by:** Darrel Perry

**Seconded by:** Mike Hinchberger

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

Carried.

## **12. Correspondence**

## **13. Schedule of Meetings**

## **14. Adjournment**

### **Resolution # #2024-07-16-03**

**Moved by:** Mike Hinchberger

**Seconded by:** Darrel Perry

That the Kincardine BIA Board of Management adjourn at 10:19 am.

Carried.

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Chair

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Secretary

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