

THE CORPORATION OF THE MUNICIPALITY OF KINCARDINE

Kincardine BIA Board Meeting Minutes

Tuesday, March 16, 2021

Members Present Tonya Adams
 Jennifer Cook
 Councillor Couture
 Darrel Perry
 Sadie Shewfelt
 Elizabeth Small
 Lori Smith
 Misty Traynor

Staff Present Kelly McDonald, Tourism Coordinator
 Ashley Richards, Chamber of Commerce
 Rick Clarke, Downtown Development Manager

Others: Tonya Adams - Joined meeting at 9:10am

1. **Call to Order**

The Kincardine BIA Board of Management meeting was called to Order at 9:00am on Tuesday March 16, 2021 electronically, as Chaired by Vice Chair, Darrel Perry.

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

2.1 **Dr. Second Solomon Monument - Heritage Kincardine Report - Item #6.2**

3. **Disclosure of Pecuniary Interest**

4. **Adoption of Minutes**

Resolution # 03/16/2021-01

Moved by: Maureen Couture

Seconded by: Jennifer Cook

THAT the minutes of the February 16, 2021 meeting of the Kincardine BIA Board of Management be accepted as presented.

Carried.

5. **Delegations**

6. **New Business**

6.1 **Promenade on Queen Update**

Municipal Council approved the recommendation to proceed with the Promenade on Queen, which will run every Friday evening through Sunday commencing June 25 through Labour Day weekend.

Street closure was approved to include extension north to Durham Street.

Details to follow once staff directives are in place on implementing marketing, vendors and additional facets of the closure- including Accessibility Advisory Committee review of suggestions and concerns identified in the public survey results.

6.2 **Dr. Solomon Secord Monument - Heritage Kincardine Report**

Committee discussed the report that will be presented to Council at a to-be-determined date in April concerning the status of the Secord Monument, located in front of the Kincardine library.

The report will be seeking support for public engagement as options for the monument are considered.

With the monument located in the BIA geography, the committee discussed the need and desire to be part of future conversations.

Resolution # 03/16/2021-02

Moved by: Tonya Adams

Seconded by: Jennifer Cook

THAT the BIA Board recommend that Council engage in consultations with community stakeholders and the public to review and assess the Dr. Solomon Secord monument;

AND FURTHER that this engagement include consultation with local community groups, heritage organizations, and committees of Council as well as the general public;

AND FURTHER that this engagement include the impact on the BIPOC community;

AND FURTHER that this engagement process be carried out through various means including survey(s) and public meeting(s).

Carried.

7. Reports and Updates

7.1 Executive Update

- Lack of vacant space in the downtown for interested businesses (of which include over 5 of interest in the past month)
- CK Hair Studio moved to former Compliments of Bistecca location on Harbour Street
- Thanks to Lori Smith for making the bows - these have been hung on light standards downtown
- Wayfinding signs being created directing people to downtown from roadways directly leading to Queen from highway 21
- Recognition signage for two heritage lighting projects
- Signage being designed for McDonald's drive thru
- 'Best of Kincardine' guide for downtown dining discussed for reprint
- Summer campaign messaging needed - Rick working with Ashley on new wording

7.2 Council Update

- Parking Study expected at Council table in near future
- Looking at bylaw for regulating RV parking, including overnight enforcement
- 3 rental developments ongoing

7.3 Roundtable Discussion

- MyKincardine marketing update: winter video & photography completed, Welcome Pkg nearing completion, spring/summer/fall contests forthcoming
- Pedestrian Crosswalk still causing issue (at Lambton/Queen) - Maureen updated that a tender was accepted at Council that should address this issue
- Promenade Vendors - Sadie suggested hosting a Young Entrepreneurs day at the Promenade where young people are featured. Sadie to work with Staff to move this forward.
- Market in the Park has been given approval to move forward this summer at a reduced capacity to accommodate the 100 person limit (of

which includes vendors present on site). Approval was only provided Tuesday morning, so details will be provided as event roll out proceeds.
- Driftscape App has been launched - this will act as a virtual visitor guide for the entire Municipality and allow updates to be implemented instantly as required

8. Financial Report

Resolution # 03/16/2021-03

Moved by: Jennifer Cook

Seconded by: Tonya Adams

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

Carried.

9. Correspondence

10. Schedule of Meetings

Tuesday April 20, 2021 - 9:00am

11. Adjournment

Resolution # 03/16/2021-04

Moved by: Darrel Perry

Seconded by: Misty Traynor

THAT the Kincardine BIA Board of Management adjourn at 9:45am.

Carried.

Chair

Secretary