

Downtown Guelph Business Association Board of Directors

April 19th, 2023 6:00pm - 8:30pm

Location: DGBA Board Room

42 Wyndham St N, Guelph, ON N1H 4E6

6:13pm Meeting Start

Members in Attendance: Chuck Nash, Kevin Polach, Brianne McCrossan, Chuck Nash, Pina Marfisi, Iside Dallan, Richard Overland, Cathy Downer, Derrick Rutherford, Greg Elliott, Rodrigo Goller

Members in Attendance Virtually: Tom Lammer, Bryan Steele

Introductions/zoom meeting protocols

Disclosure of Conflict of Interest and the general nature thereof

- none noted

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1. Approval of Agenda
 - Moved by Iside, seconded by Derrick, carried
2. Approval of Minutes of the previous meeting: April 5th, 2023
 - Moved by Derrick, seconded by Pina, carried
3. Future Patio Program Recommendations - Alex Jaworiwsky and Nicole Kupferschmidt
 - Today's updates will also include city updates
 - Community Improvement Plan - next steps are paused while hiring for economic development officer so no timeline yet
 - Patios have started and barriers filled at the bottom first
 - Owner of Tomme cheese shop called in because parking spots were covered with barriers that shouldn't be
 - Non patio operators have reached out and are not as supportive this year
 - Barriers this year were placed in exact same location as last year
 - New light up Guelph sign is complete and lighting up and has a process to change the colours and requests can be sent through visit Guelph (default is white)
 - Upper Wyndham work has begun

Recommendations from businesses from feedback survey for patios:

- Shortened patio season - May 1st and Sept 30th as originally proposed to

council

- Discussion: Possibility of after Thanksgiving weekend, but trying to get everything moved by Nov 1st because of leaf collection
- Suggestion also made to make tear-down day Monday or Tuesday of October to avoid Sept 30 falling on a weekend when a patio might be busy
- Suggestion also made for possibly third week of October and additional costs were included this year
- Looking to recommend a waste management plan to help with location of waste carts and can share plans with staff (would include working with waste management staff as well)
- Accessibility needs & Maximum size option for patios
- Active use clause - requirement to use patio for defined/minimum amount of hours per week
- Macdonnell lot was transferred to two hour parking to help mitigate parking issues
- Updated agreement letters between patio operators and neighbours where patio may overlap sidewalk areas
- Looking at implementing private patios only - but will possibly be public-only (for example businesses with no area to extend on their property normally)
- Applications would close April 1st (closed March 2023)
- New businesses to be able to continue applying up until August 15th (approx two week window for approval, then could still operate for four weeks)
- 20% of seating has to be accessible (AOAD compliance)
- Recommendations are being put forward on July 5th, delegations open until the Friday before
- Inquiry made for parking spots outside crazy carrot to try and do angled parking and/or 15 minutes pickup spot if their patio has been moved to be made slightly smaller
- Macdonnell to remain 2-hour throughout 2023 at a minimum

4. Website Discussion & Presentation - Derrick Rutherford and Aidan Gillis

- Lunarstorm has been in business for 20 years
- Lots of big clients such as Banana Republic and IT-wise a 100km radius around Guelph
- Lunarstorm has worked with wordpress framework for twenty years, but can pose a lot of problems when it comes to security and updating issues
- Software vs wordpress (which is for handing site over for someone else to update and handle content) Wordpress would affect speed and security
- Software framework in proposal
- Not as worried about speed for SEO vs speed for ease of use for the public
- Plugins don't always work with Wordpress and cause a lot of issues

5. Chair Updates - Chuck Nash

- Stephen O'Brien suggested speaking to legal in regards to the possibility of a benefits program
- Will have a legal opinion back by next meeting

- Integrity commissioner says interim roles are okay
 - Can Clean Streets be put on Clean Team carts - question from Lisa - allowed
 - Board is okay with Lisa approaching businesses for additional funding for clean team
 - Business Centre - information session May 17th, 830am, 12pm, 7pm for all businesses
 - Parking consultation in person on May 3rd
 - April 26th - Destination Marketing Organization - going to meeting with Bri
 - Beginning of May/end of June for Strategic Planning
6. CIC Update - Derrick Rutherford
 - Updates sent out to board and can be forwarded to membership by request
 - Shelter systems need to be re-evaluated
 7. City Updates - Stacey Laughlin
 - Added to Alex and Nicole's updates
 8. Volunteer - Pina Marfisi
 - Barb who has sat on the board previously will be coming in to volunteer in the office 2 days a week and assist with administrative and membership items
 9. Admin/ Attractions Committee Updates - Brianne McCrossan
 - Suggestion to make procurement policy
 - Newsletter going out end of week
 - Next newsletter topics set up
 10. Treasurer Update - Richard Overland
 - March financials have not been released to Rich yet
 - New draft for 2022 financials will be sent out
 - Driftscape program was already paid for ~\$5000 and goes for another year

Motion: to move in Camera regarding staff discussion re: Section 239(2) (b) of the Municipal Act relating to personal matters about an identifiable individual, including municipal or local board employees.

- Moved by Richard, seconded by Cathy, carried

Motion: out of Camera - Moved by Rich, seconded by Iside, carried

11. Next Meetings
 - May 3rd at 6pm
12. Adjournment