

## **Downtown Guelph Business Association Board of Directors**

August 30th, 2023 6:00pm - 8:30pm

Location: DGBA Board Room

42 Wyndham St N, Guelph, ON N1H 4E6

6:04pm Meeting Start

Members in Attendance: Chuck Nash, Brianne McCrossan, Pina Marfisi, Richard Overland, Derrick Rutherford, Cathay Downer, Greg Elliott, James Goodram, Alex Jawiorsky

Members in Attendance Virtually: None

Regards: Bryan Steele, Tom Lammer

Introductions/zoom meeting protocols

Disclosure of Conflict of Interest and the general nature thereof

- none noted

Disclosure of Conflict of Interest and general nature thereof

1. Approval of Agenda - Moved by Iside, seconded by Derrick, carried
2. Approval of Minutes - July 17th, 2023 - Moved by Rich, seconded by Pina, carried
3. City Updates and Introduction of James Goodram, GM of Economic Development
  - Currently looking into food cart additional spots for the future
  - Hanging crown in intersection is being looked at and would be considered in redesign for environmental assessment to evaluate hanging in a roadway
  - Can have two food trucks downtown, no limit on food carts currently
  - Council report for downtown food remittances will be pulled back from records and circulated
  - Safe semester coming back for three weekends, roads closed Thurs-Sat starting at 10pm
  - Feedback given for safe semester to be reconsidered due to change in amount of students over the past few years and traffic at local bars and restaurants
  - Discussion to start with scaling it back to one weekend instead of three first
  - Program needs to be more closely observed this year before re-evaluating
  - Parking Master Plan going to committee of the whole on September 6t, the city would like to see DGBA delegate
  - Parking plan includes developments and other projects that can use public

parking as well

\* Moving up Parking Plan agenda item

- Does DGBA want to delegate and how will we do some
- Tourism and staff from City have said patio program is taking away parking spaces downtown
- Parking supply is not an issue, but getting the public to use the supply has been an issue
- Parking workshop was attended by two board members
- Potential future discussions regarding targeted permits for city staff, volunteers, etc. for reduced rates on parking permits in parkades and lots
- Council first needs to approved Parking Master Plan
- Paid street parking to be considered again in five years, as per Staff Report
- Parking Master Plan would like to use parking as a tool and not a revenue-neutral business to continue supporting downtown businesses, etc.
- Spots are \$50-60k during development
- Suggestion to provide concerns for Committee of the Whole and then agree on a position as the board for the Council meeting at the end of September
- Main concerns are cost of parkades, agreement that downtown staff should potentially get a discount on parking permits
- Board is happy to see no current on street parking fee
- Last three pages of report has summary of full report for reference
- Royal City Mission closed for two days while staff do mental health first aid training
- Hope House will be providing meals those days
- Can request more bylaw and police presence during those days

4. Chair Updates - Chuck

- Conversation with Shakiba at the Chamber about community housing foundation relationship
- \$1000 sponsorship has been provided for graphics for Spirit of the Season
- Board has requested a Chamber staff member attending DGBA meetings
- Bylaws state that DGBA can have a rep
- Feedback will be passed along to Chamber
- 7x8 huts have been officially ordered
- 6 to be delivered on 20th of September and rest on November 1st
- City Clerk meeting with Stephen O'Brien and Barb from the DGBA office to work on new bylaws that will be ready by the AGM

5. July Financials & Budget Discussion - Richard & Chuck

- July financials were circulated
- Budget has to be submitted by October 5th, 2023
- Jenny has been working with Chair and Treasurer to review details
- Proposed budget to be sent to board by first week of September for review
- Meeting in two weeks to discuss budget before submitting
- Co-operators building being gone will change BIA budget

6. Attractions Updates - Bri & Iside
  - Spirit of the Season:
  - Site plans being completed for Spirit of the Season
  - Backlist of vendors will be worked through for anyone who has not paid deposits yet
  - Motion: To approve selling shooting star holiday decor to Shear Display**
  - Bri moved, Pina seconded, carried
  - Dog Promenade:
  - Quebec, Wyndham, around Wison and through to Market Square
  - Vendors will be placed throughout area
  - 14 businesses involved
  - Pawsport and site plan for entire area will be provided
7. CIC Updates - Derrick
  - CIC met with health board in August and they are going to start checking in to ensure that guidelines are being met throughout downtown
  - CHC needs to be part of more discussions and will be attending a meeting on September 12th with the committee
  - Tour was done of safe injection site
8. Staff Parking Recommendations - Chuck
  - Discussed during City Updates earlier in meeting
9. BIA Expansion - Chuck
  - Discussion of expanding the boundary to increase the budget
  - Down Gordon to Wellington, including up to railroad tracks
  - Board is in support of expanding boundaries
10. Board Vacancy - Chuck
  - Board can appoint or take applications
11. Staffing Discussion - Chuck
  - Motion: To move in camera to discuss BIA Staffing**
  - Moved by Rodrigo, seconded by Derrick, carried

Motion out of camera: Moved by Pina, seconded by Rich, carried

**Motion: To create a hiring committee for a Membership Engagement**

- Rodrigo moved, Iside seconded, carried
- Committee will consist of Brianne, Richard, Derrick, Sam
- Potential start date will be for October

12. Next Meetings
  - September 13th at 6pm - Budget Meeting
  - September 27th at 6pm - Board Meeting

13. Adjournment