

Downtown Guelph Business Association Board of Directors

June 28th, 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, Pina Marfisi, Iside Dallan, Richard Overland, Derrick Rutherford, Greg Elliott, Rodrigo Goller, Cathy Downer, Greg Elliott

Members in Attendance Virtually: Tom Lammer, Bryan Steele

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

None to declare

1. Approval of Agenda
Moved by Iside, second by Rich, carried
2. Approval of Minutes of the previous meeting: To be moved to
3. Chair Updates
 - Police Chief discussion
 - More presence on Quebec Street
 - Discussion with Brightworks studio on Wyndham Street and does not feel comfortable walking along street so gave suggestion for approaching city for a space to the side of the Mission for more of a usable space
 - Discussion about Suzuki grant and if it would be applicable and that it would require discussions with Kevin from the Mission
 - The Mission is hoping to bring in other cities for discussions
 - Can invite Derrick's contact to next meeting
 - Strategic Plan follow-up after budget meeting and it was suggested to look into mirroring the direction of the City's Strategic Plan
 - Introduction will be made with Daniel that works with planning strategy
 - Moving office - Space Planning is happening with entire City Hall, so BIA was not yet considered within plan, so Stacey and Chuck will be continuing to work together for a possible solution or temporary solution
 - Discussion suggested by Rodrigo if Quebec Street Shoppes or another location

might be able to accommodate our needs and can be explored

- Can begin to explore options
- Greg also suggested 10C can be a potential office space as well

4. Waste Management Plan - Stacey and Rob

- First round finished with working group
- Can now go to businesses, initial feedback on shortlist
- Rob can meet with and take notes for other suggestions
- 2021 - DGBA was engaged with
- two recommendations - split streams for public and business waste
- first recommendation - new public ones that look better
- second question was what will business owners like, included suggestion for door to door collection

CONCEPT A)

- Underground communal bins - truck would come and pick up the entire thing
- Questions around how they would be implemented, how many would there be, what other things like patios, etc would that space be used for otherwise
- Would have to be done now with infrastructure revitalization
- If we got rid of waste carts would we then include option for them to keep them or get rid of them

CONCEPT B)

- Door to door concept
- Go straight from business door to hand cart and be collected
- Operationally more extensive
- Two times a day
- Likely six days a week
- Savings on capital side, but more extensive moving forward

Discussion:

- Underground would be able to be picked up more often, but would be spaced out and may have to walk further

CONCEPT C)

- Carts continue
- Businesses could potentially have a hut for overflow but would be responsible for taking out and staging during garbage collection

Discussion:

- Split is residential is it's own service, businesses would use the container
- Once waste collection is determined, would then determine if city will continue to manage it or if businesses would be responsible for it
- Link to a survey and Rob's contact info can be sent around to membership and discussions will also be open
- Ten stations would mean likely between 50 to 100 metres and 10 to 30 containers, so discussion would have to happen

- The ones being considered would be more sidewalk appropriate with less of an above ground footprint
- Greg - discussion about option B being easily implemented quickly and a cart would only have to go around 1-2 times per day
- Rob can be contacted for discussions specific to streets and businesses
- Question from Rodrigo - once survey is done can we get a cost comparison for over time to make decision more helpful
- Rich - suggesting for cart pickup to be three times per day, not two
- Bins are about \$10,000 each
- Outside storage units for Option C, would require design, placement and size would have to be approved first
- Rob can be contacted to come meet with business owners in certain areas

5. Treasurer Update - Richard Overland

- Class E Bond at 10C
- Principal Sum of \$25,000
- 3% Interest on it
- Changing the Class of bond we have may also be an option
- Kevin - do we want to maximize investment and/or keep it accessible in something such as GIC, etc.
- Could also cash it out and use it toward an operating budget
- Derrick suggestion to use 10C as new BIA office space in future
- We would get 5% in a GIC, so should we inquire with 10C about potential increase for interest payout
- Chuck, suggestion that after two years will not be renewing, but give them notice and potentially adjust term
- Kevin asked if other bonds are maturing at same time, do we know if they are in a position to cash out bonds if many are getting cashed out
- If we continued with bond for the next two years might it help with other maturing bonds that would be getting paid out
- Rodrigo suggested consideration for investing more, to help them further down the road especially if considering potential of using the 10C space
- A number of things coming in future like reduction in levy
- These are unsecured investments
- Was originally an investment in the Downtown community
- Reminder by Greg - this is not a charitable donation, but an investment - two-year advanced notice of pulling investment would be courteous
- Can we ask about maturity of other bonds, or do we know of any
- Is it an option to collect part of bond rather than full amount
- We do not want to take the money back without two years notice because the maturity date is coming up quickly
- Looking into if 10C is a not for profit

Motion: Offer to renew Class E Bond for two years at 3% with notice there will not be renewal

Moved by Richard, second by Derrick

Discussion:

- Proposed amendment to motion by Kevin Polach to include inquiry if funds are volatile prior to cashing out
 - Cathy confirmed Current renewal rates are at 70%
- Moved by Richard, seconded by Pina, carried

6. Miconnex - Kevin, Chuck, board

- If a \$50 gift card is purchased it can be redeemed as a cheque for face value
- Balance of unused gift card is given back in cash
- Hard copy gift cards can also go missing
- Exploration was done by the previous board
- Program has been implemented in many places and is very successful
- Can only be redeemed by businesses within geo-cached spaced and for businesses that signed up
- Miconnex has signed contract
- Separate account would have to be managed from our bank account to hold funds for these cards
- Another program was tried in 2019, which did not succeed
- Not a large amount of businesses in each other participating city has a large participation rate, much like Waterloo having over 400+ businesses and only 60 participants
- Non refundable sign-up fee was agreed to on contract sign up
- Concern that limit on card is \$500
- Would not replace Downtown Dollars, would be used as well
- It is a challenge to get businesses to sign up
- Miconex will walk through all of downtown to sign businesses up
- Kevin is passing off to Bri with Miconex to review contract and then if cannot adjust program Bri will have Jannette come speak to the board

7. CIC Updates

- Continuing conversation with Kevin at the Mission to have a more harmonious relationship with the church
- Derrick suggests updating bylaws for giving out food, for a better system of how meals are being provided
- Places are not allowed to donate food at the end of their day for safety reasons
- Barrie went through a similar situation
- Safety measures may help with situation on Quebec Street
- Multiple complaints from the public that they do not feel safe walking through downtown during meal program times/pick ups
- Derrick will look into these items

8. Attractions Committee Update

Pina's Updates:

- Repainted downtown fence black
- Lights on poles downtown redone
- Garbage cans cleaned up downtown
- Graffiti alley by cork street will be repainted
- Bike racks went up downtown

Bri's Updates:

- Some peoples emails are still missing, Bri/office can manually add and update database
- Newsletter going out more frequently, two people have access now
- Spirit of the Season vendor call going out in next two weeks

9. Chamber of Commerce - Cathy

- Can we bring back a representative from the Chamber of Commerce

10. Economic Development & Tourism

- Patio Program Proposal Delegation is on July 5th
- Space that is associated with parking needed to be treated fairly
- These proposed changes are recommendations
- Some fees are in line with encroachment agreement
- Inspection fees are required
- Restriction was removed for amount of space requirement
- Restriction was removed for activation hours that are required
- Also needed consideration for how MAT would be effected when looking at how it would be funded
- Discussion about patio decisions and suggestions
- Bri attended discussion with City staff and Chuck to discuss patio feedback, but the board will not be delegating on behalf of the membership

11. Next Meetings

- July 17th at 6pm

12. Adjournment