

DGBA BOARD OF DIRECTORS

Meeting Agenda

Monday May 27th, 2024 @ 6:03pm

Location: DGBA Board Room

42 Wyndham St N, Guelph, ON N1H 4E6

Also available via Zoom link (provided via email)

Introductions/zoom meeting protocols: Rob, Prem & Brendan

Disclosure of Conflict of Interest and general nature thereof

1. Approval of Agenda: Isade, Second Richard. Motion Carries

2. Approval of Minutes of the previous meeting: Pina, Derrick. Motion Carries

3. Motion to approve 2023 Financials - Rich* Second, Isade

- Prem; manager on city of Guelph audit
- materiality was set based on revenue, set at \$22,000
- differences above \$1100 were identified
- sizeable accounting changes that impacted as DGBA - asset retirement obligations (reflects appx \$89,000 to remove lights mentioned, amortized over the course of useful life of asset - no exact timeline given: TBD)
- lights being removed from businesses, DGBA responsible for removal cost (longterm)
- Motion to approve 2023 financials. Unanimous approval, motion carries.

4. DT Waste Project Update - Rob

- DT waste project, last visit there was a survey that went out into the community. Sitting with downtown infrastructure, going to council in September
- communal underground option is favoured by the community, challenge is the financial side
- \$15.5 million needs to be allocated from the budget, pending mayor approval
- Budget needs to be approved by November
- Interim, downtown waste action plan: recycle being picked up since January, working on patio impact on downtown waste units, bringing additional front end waste disposal containers to provide additional waste disposal areas
- Long weekends accumulate the most trash/over flow (no pick up)
- Prospective walk through dates (to find bin placement locations) to be sent to the membership/board

5. Motion to reconsider the stage approached of reconstruction of Wyndham Street, Cathy, second by Rich. Pina, Kristel, Cathy, Jordyn, Pina

Motion to move the DGBA Position on Infrastructure from slow to neutral (until more information is gathered) Pina, seconded Rich. Motion Carries

- OBIA (Derrick Pina & Chuck sought opinion from other OBIA members) suggested that the “bandaid be ripped off”, Kincardine did their revival in 1000m increments and managed to do water, waste, curb, sidewalk and roads in 7 months
- Whether or not it is feasible in Guelph, encouraging the request to move to neutral
- James (on Kincardine project): they had 1/4 of the budget of Guelph’s, they did not do the same extent of revitalization as intended for Guelph

6. Motion to formally request the city for an encroachment agreement for St. George’s Square - Pina, Motion carries

- Intended to ease having activities & events for businesses (at activation hub) without requesting a permit every time
- Suggested permanent hut rentals to gain exposure for their businesses
- Letter to be written to council & staff to allow special events

7. OBIA Conference Update - Pina & Derrick

- Derrick: learnt a lot about events & BIA operations. Their welcoming streets programs were run by their BIA. Hired external management (Sudbury runs theirs out of YMCA with a great program that looks after their KPI’s - very detailed)
- Pina: tons of grant opportunities to apply for, municipalities and BIA’s worked closely together. Almost every BIA has a cleaning team for their downtown : something to work on with our own municipality to help maintain cleanliness.
- Chuck: some BIA’s use a grant writer,
- strongtown.com (website)
- Planning sessions, three key points that make a space successful in a downtown setting: movable furniture, being able to sit, shade, children friendly

8. Chair Updates - Chuck

- Alex engaging with downtown community, providing welcome kits to new businesses. She & Sam working on new communication pieces before year end
- Workshop with Council got an update with what is happening with infrastructure developments
- Spirit of the Season, any businesses that want to sponsor, we will personalize their packages (minimum of \$1000+)
- Currently \$38,500 in sponsorships already
- Scott Stewart has resigned & will be finishing in June, new C.A.O tbd. City has asked us to fill out a survey with what we see/want (collectively)

9. City Updates - James

- Approval for tables and benches for St. Georges square (Pina) city will assist with installing
- First pour of the library happened May 25th, second pour will be June 15th
- Downtown newsletter going out next week
- Drill hall report coming, recommending to sell. Visual arts group has approached to turn into a community arts space. City has invested \$5 million in stabilizing the heritage building
- Funding applications for downtown events will be available next week
- Model for AGM

10. CIC Update & Welcoming Streets - Derrick

- Chuck emailed the letter from Cathy, waiting on KPI's from CIC.
- Possibly of budget being cut for program?
- Concern that outreach work is first for the vulnerable community, and less about helping businesses interact with the most vulnerable downtown
- How do we gauge the success of outreach work without detailed KPI's from businesses?
- Is it time to reassess/ look at a different model where the DGBA has more involvement/accountability?
- The city isn't getting the full benefit of funding because the program isn't staffed adequately

11. Attractions Update - Pina

- June 1st is pride month, raising of the flag (prideguelph.com)
- June 2nd Exotic Car Show (12pm-4pm)
- June/July, Noon Hour concerts every Friday
- June 22nd Art on The Street (10am-5pm)
- June 15th Silvina: Closing the street for 30 vendors
- September 21st: Doggy Promenade 12pm-4pm (Doggy
- October 26th Halloween downtown
- Spirit of the Season Hut Applications are going out next week (June 4th)
- December 3-6, Dec 13-15 (Friday 3-10, Saturday 11-8, Sunday 12-5)
- Lights on the trees to be restrung over the coming weeks, reusing lights from Christmas
- Inquiring on city assistance to get pressure washing sidewalks, buildings

Derrick: would like to put a survey out to the membership regarding the frequency of meeting for the proposed networking group/ get a read on how involved they will be

12. Next Meeting: Wednesday June 26th @ 6:00pm

13. Adjournment 7:55pm