

March Board Meeting - Minutes

Tuesday, March 30, 2021

5pm Via Zoom



In attendance:

Mr. Rob Hamilton, Chair
Mr. Jason Ing, Vice Chair
Ms. Daniela Fuda
Mr. Colin Hassey
Mr. Chad Ballantyne
Ms. Cait Patrick
Councillor Sergio Morales
Councillor Jim Harris

Absent:

Ms. Michelle Huggins, Secretary Treasurer
Mr. Paul Lynch
Ms. Teresa Woolard

Staff in attendance:

Ms. Kelly McKenna, Executive Director
Ms. Stacey Zubczyk, Project Manager

Public attendance:

23 Guests

CALL TO ORDER

- Chair Rob Hamilton called the Downtown Barrie Business Association (BIA) Board of Directors Meeting on Tuesday, March 30th, 2021 to order at 5:24pm.

DOWNTOWN BARRIE (BIA) BOARD OF DIRECTORS MEETING

Motion to approve agenda:

Moved by: Mr. Jason Ing

Seconded by: Mr. Chad Ballantyne

Vote: All in favour

UNANIMOUSLY CARRIED

Motion to approve the minutes from the January 26th, 2021 Board of Directors Meeting:

Moved by: Mr. Jason Ing

Seconded by: Mr. Colin Hassey

Vote: All in favour

UNANIMOUSLY CARRIED

CHAIR'S REMARKS

- Chair Rob Hamilton noted a heavy meeting agenda in his brief opening remarks.

EXECUTIVE DIRECTOR'S REPORT

- 2021_03_30 Executive Director Report- ' Board Meeting Presentation

- Inquires (Q&A):
 - West End Taskforce:**
 - Mr. Ing inquired about the west end taskforce.
 - Executive Director Kelly McKenna gave an overview of the taskforce. She will be the BIA representative on the taskforce.
 - Residential Development:**

- It was noted the positive impact these developments, once complete, will have on the long term future of the area.
- **Patio Program:**
 - Councillor Morales noted that at the City Council on March 29th, staff were asked to look into the development of a small business grant program to assist with basic costs recovery, such as business licence fees. He inquired if Council should consider including patio program related fees.
 - Ms. McKenna noted the City of Barrie has waived patio application fees in 2021.
- **Barrielicious April 9th - 25th:**
 - Councillor Morales inquired if the BIA has heard whether or not people are returning in the same numbers from before the pandemic. He asked if the BIA should conduct a marketing campaign to encourage people to come out in full force for Barrielicious and to not just purchase take out.
 - Ms. McKenna noted the flexibility with the Barrielicious grant in case of a provincial lockdown where restaurants are only allowed to offer take out. Participating businesses will receive free takeout containers and PPE equipment.
- **Open Air Dunlop:**
 - Councillor Harris recalled being surprised with the costs associated with closing the street for Open Air Dunlop last year. He noted that he and Councillor Morales can advocate to Barrie City Council for assistance in 2021.
 - Councillor Morales inquired about a contingency plan for inclement weather.
 - Ms. McKenna noted that the proposed schedule is flexible. The BIA will monitor the weather and make adjustments to programming if needed.

SECRETARY TREASURER

- **2021 Update:**
 - No Updates
- **2020 Audit Update:**
 - Ms. McKenna noted the BIA has been working with the City of Barrie and Deloitte on the yearly audit. She noted that this year's audit will include the transition from the City as of October 1st, 2020.

COMMITTEE CHAIR REPORTS

- **Events, Clean & Beautiful** - Committee Chair Mr. Ballantyne
 - Mr. Ballantyne had nothing new to add outside of Executive Director McKenna's report.
 - **Open Air Dunlop:**
 - Mr. Ing asked about a contingency plan for Open Air Dunlop in terms of the pandemic and inquired about how much of activations' costs are fixed versus variable?
 - Executive Director McKenna noted the majority of the costs are on a per weekend basis. She also broke down the hard costs vs the variable costs.
- **Safety & Messaging** - Committee Chair Jason Ing
 - **Supervised Consumption Site (SCS) - Site Selection Committee Update:**
 - Mr. Ing briefly reviewed the site selection committee's process to date noting the committee is nearing the final stages of the process and that the next step will be public consultations with the surrounding neighbourhoods of the four (4) possible locations.
 - Councillor Harris expressed that he is pleased that the BIA became involved and engaged in the process. He shared some positive feedback from the Canadian Mental Health Association (CMHA) site selection committee representative about the Executive Director's involvement.
 - Chair Hamilton inquired about the BIA Board's current approved position and asked about the process to move a new motion to support any of the four (4) suggested locations.
 - Councillor Morales declared a Point of Order and suggested the Board move in camera because of potential discussion of confidential matters related to real estate. He also

noted that in camera discussion might allow those bound by privileged information the ability to provide their opinion.

- Chair Hamilton suggested that the Board go into camera at the end of the meeting.

- **Membership Engagement Campaign:**

- Executive Director McKenna provided an update noting the BIA office made over 60 phone calls to member businesses as part of the engagement campaign.

- **Governance -**

- **Draft Constitution:**

- Ms. McKenna updated the Board that the committee has received another draft of the constitution for review.

- **Freedom of Information (FOI) Request:**

- Ms. McKenna updated the Board that the office received a FOI request on February 19th to which the committee has responded. The BIA is working with our lawyers to review the videos requested.

- **Finance - Committee Chair Colin Hassey**

- **RBC Bank Account:**

- Mr. Hassey noted that the committee is working on moving the BIA's bank accounts for efficiency and in order to acquire a credit card.

- **Deloitte Audit:**

- Mr. Hassey noted that the BIA has incurred extra costs from what was originally budgeted for the 2020 audit.

- **Human Resources (HR) - Committee Chair Daniela Fuda**

- **Workplace Harassment Investigation Update:**

- Ms. Fuda noted the HR committee is still in the midst of a workplace harassment investigation and is awaiting participation, or availability for participation, by all involved.

- **Other Business:**

- **Resignations:**

- Motion:

- **2021_03_30 BIA Motion #1**

The Downtown Barrie (BIA) Board of Directors moves a motion to accept the resignation letter of Secretary Treasurer Michelle Huggins from the BIA Board received by the Executive Director via email on Thursday, February 25th, 2021 at 8:08am, along with the resignation letter from Board Director Paul Lynch received by the Executive Director via email on Monday, March 29th, 2021 at 5:04pm.

Motion moved by: Mr. Colin Hassey

Seconded by: Ms. Daniela Fuda

Vote: All in favour

UNANIMOUSLY CARRIED

- **Secretary Treasurer Replacement:**

- Discussion:

- Finance Committee Chair Hassey noted the importance of filling the Secretary Treasurer vacancy. However, he expressed that he would like to see the other vacancies at the Board of Director level filled beforehand.

- Motion:

- Chair Hamilton read the following motion:

The Downtown Barrie (BIA) Board of Management moves a motion to fill the Secretary Treasurer vacancy with the appointment of current BIA Board Director Councillor Sergio Morales.

** This motion did not receive a mover or a seconder.*

** No vote was taken on this item.*

○ **Nominations:**

■ **Background:**

- Executive Director McKenna briefly outlined the two (2) constitutional options to fill the vacant Board of Director seats,
 - 1) Status Quo
 - *It was noted that with three (3) positions vacant the Board still requires a minimum of seven (7) Board Directors in attendance, at a meeting, to achieve quorum.
 - 2) Nominate replacements for the current term.

■ **Motion:**

2021_03_30 BIA Motion #2

The Downtown Barrie (BIA) Board of Directors moves a motion, as per the current BIA Constitution, to nominate rather than leave two (2) positions vacant,

That the Board nominate from the list of members that were seeking the seventh and eighth position in the last by-election,

With the third seat remaining vacant because of the three-way split on position nine.

Motion moved by: Ms. Daniela Fuda

Seconded by: Mr. Chad Ballantyne

Vote: All in favour **UNANIMOUSLY CARRIED**

● **MOTION TO MOVE IN CAMERA -**

▪ **2021_03_30 BIA Motion #3**

The Downtown Barrie (BIA) Board of Directors moves a motion to move in camera at 6:43pm to allow for discussion of confidential matters related to real estate in regards to the location for a proposed Supervised Consumption Site (SCS).

Motion moved by: Councillor Sergio Morales

Seconded by: Mr. Colin Hassey

Vote: All in favour **UNANIMOUSLY CARRIED**

** As per the Municipal Act, 2001 no resolutions would be voted on while in camera.*

- *At 6:58pm all the BIA Board of Directors returned to the public Zoom meeting of the 2021 March Downtown Barrie Business Association (BIA) Board Meeting after technical issues logging into the in camera Zoom meeting session.*

Adjournment at 7:00pm

Motion moved by: Councillor Sergio Morales

Seconded by: Ms. Cait Patrick

Vote: All in Favour **UNANIMOUSLY CARRIED**

Items to be Considered for Next Meeting's Agenda

- Next Meeting: April 27th, 2021