



Downtown Barrie BIA

2024 Board of Management - April Meeting Minutes

Thursday, April 25, 2023 - 5:00 pm - 6:30 pm

Sandbox Centre (24 Maple Avenue) & via Zoom

Directors in attendance: 5

Ms. Heather Kennedy, Chair (*in person*)

Mr. Steve Ricalis, Vice Chair (*in person*)

Mr. Chris Gerrard (*in person*)

Ms. Christina Mancuso (*in person*)

Councillor Craig Nixon (*in person*)

Ms. Alison Oakes (*in person*)

Director Regrets:

Ms. Janet Kemp (Past Chair)

Staff in attendance:

Mr. Craig Stevens, Executive Director

Ms. Stacey Zubczyk, Operations Manager

Guest attendance:

Katie Devlines, Deloitte LLP

Lilian Cheung, Deloitte LLP

Public attendance: 0

CALL TO ORDER -

- Chair Heather Kennedy called the Downtown Barrie BIA Board of Management (the Board) Meeting on Thursday, April 25, 2024 to order at 5:04 PM EST.

LAND ACKNOWLEDGEMENT

CONFIRMATION OF MINUTES + AGENDA

- Adoption of the Minutes & Notes:**
 - A copy of the **February 2024 BIA Board of Management (the Board) Meeting Minutes**, held on Thursday, February 22, 2024, was circulated to be received and adopted as printed.
 - These minutes were circulated to the Board at the March 2024 meeting, however, at such time a quorum of directors was not in attendance.*
 - As such, the BIA Board will need to move forward procedurally with approval of this meeting's minutes*
Moved by: Director Chris Gerrard
Seconded by: Vice Chair Steve Ricalis
Vote: All in favour **APPROVED.**

'CONFIRMATION OF MINUTES + AGENDA' continued on the next page...



- **Adoption of the Minutes & Notes** *continued*:

- A copy of the notes from the **March 2024 Regular BIA Board Meeting** held on Thursday, March 28, 2024, was circulated to be received.
 - There was no quorum of Directors present at the meeting, as such, no decisions or votes were taken.

Moved by: Director Chris Gerrard

Seconded by: Vice Chair Steve Ricalis

Vote: All in favour **APPROVED.**

- **Adoption of Agenda:**

- A copy of the agenda for the **April 2024 Regular BIA Board Meeting** held on Thursday, April 25, 2024 was circulated to be received and adopted as printed.

Moved by: Director Christina Mancuso

Seconded by: Vice Chair Steve Ricalis

Vote: All in favour **APPROVED**

PRESENTATION - 2023 BIA Audited Financial Statements Review –

– > Please refer to 'Barrie BIA - Financial Statements December 31, 2023 DRAFT.pdf (14 pages)'; along with the 'Revised - 2023 Draft BIA Board Letter from Deloitte LLP.pdf (7 pages)' for details.

- **Background:**

- Ms. Lilian Cheung, with Deloitte LLP (via Zoom) provided a brief overview of the documents which were provided to the Board for review before the meeting.

- **Questions & Comments:**

- The BIA Board had no direct inquiries for Deloitte representatives.

- **Motion:**

- **Motion 2024_04_25 #1 - APPROVAL OF THE 2023 BIA AUDITED FINANCIAL STATEMENTS**

The Downtown Barrie BIA Board of Management moves a motion to approve the 2023 Downtown Barrie BIA Draft Audit (i.e. Financial) Statements, and corresponding explanation documents, as presented.

Moved by: Director Chris Gerrard

Seconded by: Vice Chair Steve Ricalis

Vote: All in favour **APPROVED**

CHAIR'S REMARKS - Chair Heather Kennedy

- Chair Kennedy noted that the change of seasons, from winter to spring, seems to have brought with it a resurgence of 'unlawful' behaviours and actions from individuals who frequent the Downtown.
 - She shared that she is echoing, not only her own experiences but fellow business owners, having to ask people to leave establishments and back alley crime. She also notes that the majority of the people that she has talked to feel as if the police service



isn't attending. As such, Chair Kennedy suggested that the BIA Board try to call another meeting with Barrie Police, the City of Barrie, the County of Simcoe and other stakeholders to bring forward these safety concerns.

- **Discussion:**
 - The Board discussed the opportunity, along with the current atmosphere within the Downtown BIA surrounding all types of 'unlawfulness', as well as the Police response to these actions.
- **Next Steps:**
 - BIA Staff will reach out to key partners and stakeholders to arrange a meeting

STAFF UPDATE - Executive Director Craig Stevens

- **Background:**
 - > *Please refer to '4 - 2024_04_25_APR_BIA BOM_STAFF UPDATE (7 pages)' for details.*

ITEMS OF INQUIRY/DISCUSSION—

- **PRIDE MONTH IN DOWNTOWN BARRIE-**

- **Inquiry:**
 - Chair Kennedy asked if the BIA has anything specific planned for Pride Month, during June. She noted that other municipalities, such as the Town of Collingwood, do a wonderful job of promoting 'Pride' events.
 - BIA Staff shared that they have not been approached by any group to 'present' or 'partner' on any 'Pride Month' activities in 2024.
- **Discussion:**
 - The Board briefly discussed with no specific outcome or directive.
- **Next Steps:**
 - BIA Staff will investigate with the Town of Collingwood details on their 'Pride Month' events and report back.

- **CREATION OF A COMMUNITY SAFETY ZONE IN DOWNTOWN BARRIE-**

- **Discussion:**
 - The Board discussed the creation of a community safety zone, with a slower speed limit, within the Downtown.
 - Mr. Stevens noted that certain conditions, including proximity to School Zones, need to be met to qualify.
 - The Board then discussed the opportunity of creating, raised 'painting/printing' crosswalks to help define pedestrian zones and visually slow traffic.
- **Next Steps:**
 - BIA Staff will investigate the creation of better-defined crosswalks and possible sponsorship opportunities to assist with their creation.

BUDGET VS. ACTUALS - YEAR TO DATE



- **Background:**

– > *Please see attached 'BudgetvsActuals2024 - YTD (Apr 22, 2024).pdf (3 pages)' for details.*

- **Motion:**

- **Motion 2023_04_25 #2** - BUDGET VS ACTUALS- YTD (APRIL 22, 2024) RECEIVED

The Downtown Barrie BIA Board of Management moved a motion to receive a copy of the 'BIA's BudgetvsActuals created as of April 22, 2024.

Moved by: Director Craig Nixon

Seconded by: Director Chris Gerrard

Vote: All in favour

APPROVED

BALANCE SHEET REPORT - YEAR TO DATE

- **Background:**

– > *Please see attached 'Balance Sheet Report - April 22, 2024.pdf (2 pages)' for details.*

- **Motion:**

- **Motion 2023_04_25 #3** - BALANCE SHEET REPORT- YTD (APRIL 22, 2024) RECEIVED

The Downtown Barrie BIA Board of Management moved a motion to receive a copy of the BIA'S 'Trial Balance Report, also referred to as the Balance Sheet Report, created as of April 22, 2024.

Moved by: Director Chris Gerrard

Seconded by: Director Craig Nixon

Vote: All in favour

APPROVED

ADJOURNMENT

- Motion to adjourn the meeting at 6:31 PM EST.

Moved by: Vice Chair Steve Ricalis

Seconded by: Director Ali Oakes

Vote: All in favour

APPROVED

Next Meetings: Thursday, May 28, 2023 - 5 pm - 6:30 pm

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SIGNED AND DATED

Executive Director Craig Stevens

Date

Chair Heather Kennedy

Date