

Minutes for Downtown North Bay Board of Management

March 2, 2022

Call to Order

A board meeting of Downtown North Bay was held on March 2, 2022 via Zoom. It began at 7:37 am and was presided over by Chair Michelle Trudeau.

Attendees

Voting members in attendance included Michelle Trudeau, Mac Bain, Dayna Greco, Rae Brenne, Katie Bevan, Dave Mendicino, Barry Klus and Branny Hale. Also in attendance were treasurer Sara Gage, municipal liaison Bev Hillier, and executive director Amber Livingstone.

Guests: Ben Farella

1 Acceptance of Agenda

A motion to accept the February 2nd agenda was made by Katie Bevan and seconded by Mac Bain.
Resolution 2022-14

2 Approval of Minutes

A motion to accept the minutes of the previous February 22, 2022 meeting was made by Barry Klus and seconded by Rae Brenne. **Resolution 2022-15**

7:40am Brannyn Hale joins

3 Financial Reports

The February expenses were presented by Sara Gage; expenditures were for advertising for 2021 radio expenses, Zoom, Gateway Signs, cell phone, membership fees and petty cash for gift card reimbursement.

The following resolution was adopted:

Motion to adopt expenses for February; cheques 2180-21879 totaling \$4,236.00 as presented was made by Barry Klus and seconded by Dave Mendicino. **Resolution 2022-16**

KPMG won the bid for municipal auditors for next 5 years. Board audit costs are \$5000 for 2021 with a 2% increase annually. Concern for large jump in cost, as we were paying \$1500. Sara will discuss with Purchasing Department. This is the market rate for organization of this size.

4 Committee Reports

Beautification & Safety report was presented by Katie Bevan & Barry Klus.

Beautification:

Snowflakes have been removed. Nothing further to update at this time.

Safety:

CMHA has advised us that Healthy Community Ambassador Program (HCAP) is seeking funding to continue program.

Marina security to be split with parking garage from May to September. DTNB has \$20,000 to put towards security and partner with municipality. A structured report is needed of where/how our \$20,000 will be used, and we would like to see the schedule for this additional security.

Dave Mendicino suggests another chat with CMHA, DNSSAB and NBPS.

Promotions and Marketing report was presented by Rae Brenne.

Push Downtown Winter Bundles out to community.

No event updates at this time.

DIAC

Nothing to report at this time.

5 City Councilor's Report

Nothing to report at this time.

8:30 am Ben Farella joins meeting

6 Presentation from Ben Farella: Oak West Village

Ben Farella proposes a patio pilot project on Oak Street West for Summer 2022. Consideration to close down the boundary lane of Oak West to put in a patio from Kings of Queens to Lou Dawgs. Downtown Sudbury did this last year, and results were positive. Activating Oak Street helps to reinforce the proximity and connection to the Waterfront. Seeking an endorsement/support from the Board.

Katie Bevan asks if Ben has spoken with Clothes Encounters and Colour Me Crazy owners. Ben indicates that he has spoke with Lynn from Clothes Encounters, and will be speaking to Kim at Colour Me Crazy.

Mac Bain asks if the rejuvenation and closure to Main Street is a concern in regards to this project. Bev advises plan should be referred to Engineering to review the traffic impact.

Brannyn Hale states that the pilot project provides an opportunity to gather information and live data.

Katie Bevan shares that Downtown needs more off-hour traffic which help safety and promotes walkability within the Downtown.

Rae Brenne asks if the patio is specific to a new restaurant, or if it is communal. Ben advises that it would be communal and provide vendors the opportunity to bring merchandise out to the street.

Ben mentions that they could apply for a licensed area, and that sharing servers and labour would bring costs down for restaurants.

9:00 am Ben Farella departs meeting.

Michelle inquires about costs for barriers to be considered. Bev indicates that costs would be the responsibility of the applicant. They may be able to apply for GCIP. Additional question of who would be responsible for signage and education of lane closure.

Motion that Downtown North Bay and Waterfront endorses the concept of the Oak West Village pilot project as presented by Ben Farella on March 2nd, 2022 was made by Barry Klus and seconded by Katie Bevan. **Resolution 2022-20**

7 Downtown Rejuvenation

Consideration of delaying construction until 2023.

Resolution for consideration to delay rejuvenation/construction for Main Street in Downtown North Bay to Spring 2023 was made by Barry Klus and seconded by Katie Bevan.

Whereas the Board of Downtown North Bay & Waterfront respectfully requests consideration from the Mayor and this Council and City Staff to delay tendering the project until December, 2022 with a construction start date of spring 2023.

Whereas the Board of Downtown North Bay & Waterfront fully supports the design, rejuvenation and construction on Main Street for a start date of spring 2023, and acknowledges the City of North Bay's Mayor and council and staff's investment and support for this project.

Now, therefore it should be resolved that tendering the project will be delayed to December 2022, and will have a construction start date of spring 2023. **Resolution 2022-18**

8 Executive Director's Report

- Participating in weekly OBIAA calls; very helpful information and discussions from the weekly meet ups
- Membership newsletters went out February 3rd and 17th
- Ongoing website updates
- Ongoing social media posts
- Started document to track gift cards being used more than once; still working to collect all information
- \$8,400 outstanding in bonus gift cards

New to Downtown (2)

MVM Inc. (Magic Vs Machine)

King of Queens Cannabis Co.

Relocating within Downtown (0)

Leaving Downtown/Closed (1)

Harvey Jewelers

9 Adjournment

Rae Brenne moved that the meeting be adjourned, this was seconded by Dayna Greco, and was agreed upon at 9:16 am. **Resolution 2022-19**

Michelle Trudeau

Chair, Downtown North Bay

Date of Approval