



MEETING MINUTES
Board of Management Meeting
Tuesday, July 16/19 at 1:19 pm

Committee Members in Attendance

Omar Kaake, Shane Murphy, Patrick Simmons, Mario Gonsalves, Matt Rolleman, Mano Duggal, Emily Dwornikiewicz, Nicholas Ermeta, Trevor McWilliams, James Goodram, Brian Kennedy

Approval of Previous Minutes

Moved by:

Seconded by:

THAT the minutes of the Downtown Cambridge Business Improvement Area Association meeting of April 2nd, 2019 be approved as written.

CARRIED

City Updates - James Goodram, Economic Development

- Discussion on University of Waterloo Expansion.
- Recap of Core Areas Transformation Fund proposal.

City Updates - Trevor McWilliams, Economic Development

- Development charge exemption in Core Areas remain in effect.
- Digital Main Street has had great success so far this year.
- Municipal Accommodation Tax has been reviewed with the three BIA's

Lower Main Street Heritage District Upkeep Motion (Revised)

THAT Cambridge Council request Staff to investigate the possibility of passing a by-law to ensure appropriate property standards for the Heritage Conservation District located on Main Street within Downtown Cambridge.

Moved by: Matt Rolleman

Seconded by: Shane Murphy

THAT the Downtown Cambridge Business Improvement Area respectfully recommends that Cambridge Council request Staff to investigate the possibility of passing a by-law to ensure appropriate property standards for the Heritage Conservation District located on Main Street within Downtown Cambridge.

CARRIED.

Board Role of Treasurer

BIA has hired a Bookkeeper but also requires a Secretary Treasurer with the departure of former Secretary Treasurer, Mike Rederer. Patrick Simmons agreed to take on the role.

Moved by: Mano Duggal

Seconded by: Emily Dwornikiewicz

THAT Patrick Simmons is Secretary Treasurer of the Downtown Cambridge BIA.

CARRIED

Signage Grant Applications

Thirteen Food + Beverage submitted a signage grant for \$1,500.

Moved by: Emily Dwornikiewicz

Seconded by: Mano Duggal

THAT Thirteen Food + Beverage be granted \$1,500 funding for Signage Grant.

CARRIED

Sugar Daddies submitted a signage grant for \$1,500.

Moved by: Mano Duggal

Seconded by: Mario Gonsalves

THAT Sugar Daddies be granted \$1,500 funding for Signage Grant.

CARRIED

Trevor McWilliams advised that the BIA ensure all applications apply for appropriate sign permits through the City of Cambridge.

Special Events

Downtown Cambridge Potters' Market 2019

On Saturday, September 28th we are looking to hold the second annual Downtown Cambridge Potters' Market. This year we are projecting an increase in vendors and have yet again aligned with Culture Days with City of Cambridge. We require a budget approval of \$1,500 for the event.

Moved by: Emily Dwornikiewicz

Seconded by: Omar Kaake

THAT \$1,500 budget be approved for the Downtown Cambridge Potters' Market.

CARRIED

Downtown Cambridge BIA Expansion

Review of initial BIA boundary expansion opportunities Downtown Cambridge. Discussion took place around the process for executing the expansion. It was agreed to hold off on approving the draft boundary expansion and to create a sub group of interested board members to meet and review options more in-depth.

Advertising

Review of Summer Photoshoot itinerary was shared with the board. The photoshoots have been successful in creating content for BIA platforms.

Beautification Updates

Review of the Garbage Pilot project was briefly discussed. Concerns over residential tenant usage was raised. Brian Kennedy, Omar Kaake, and Mario Gonsalves to discuss further at a later time and bring a report back to the BIA.

BIA Meeting and Summer Social

BIA Summer Social to take place at Milestone Integrated Marketing on Tuesday, August 20th , catered by Thirteen Food + Beverage. BIA August Board Meeting is cancelled.

Galt Love Stickers

Board approved \$250 for Galt Love Stickers.

Moved by: Emily

Seconded by: Mario

THAT we approve \$250 for production of Galt Love stickers.

CARRIED

End of Session - 2:58 pm

Next Meeting The next meeting will be on Tuesday, October 1, 2019.

Close of Meeting Moved by: Omar Kaake

Seconded by: Shane Murphy

THAT the July 16/19 meeting of the Downtown Cambridge Business Improvement Area Advisory Committee adjourns at 3:00 pm.

Downtown Cambridge BIA Chair

Downtown Cambridge BIA Recording Secretary