



MEETING MINUTES
Board of Management Meeting
February 18/20 at 1:00 pm

Board Members in Attendance

Shane Murphy, Matt Rolleman, Mano Duggal, Emily Dwornikiewicz, Nicholas Ermeta

Regrets

Omar Kaake, Patrick Simmons, Mario Gonsalves

Staff in Attendance

Brian Kennedy, BIA Executive Director, Laura Pearce, City of Cambridge Liaison - Economic Development

Meeting Called to Order

The regular meeting of the Downtown Cambridge BIA was held in the Second Room at Cambridge City Hall. Shane Murphy, Vice-Chair welcomed everyone present and called the meeting to order at 1:00 pm and adjourned at 3:00 pm.

Disclosure of Interest

There were no disclosures of interest.

Presentations

James Goodram, Core Areas Transformation Fund Update

Matthew O'Neill and TJ Flynn, Region of Waterloo LRT

Lisa Chominiec, Sustainable Transportation Coordinator, Bike Share Feasibility Study

Delegations

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Agenda Items

Presentation by James Goodram, Core Areas Transformation Fund Update

- James Goodram reviewed the Core Areas Transformation Fund (CATF) overview which includes three pillars; Financial Incentives/Private Sector Stimulus, Strategic Land Acquisition, and Placemaking.

Presentation by Matthew O'Neill and TJ Flynn, Region of Waterloo LRT

- Matthew O'Neill and TJ Flynn reviewed plans for Stage 2 of the LRT.

Presentation by Lisa Chominiec, Sustainable Transportation Coordinator, Bike Share Feasibility Study

- At this time there are not a lot of update to share specific to the Bike Share Feasibility Study but report is scheduled to go to Council in May 2020. Lisa Chominiec shared updates regarding new initiatives that they are working on including installation of a new bike shelter being installed on Water Street North, near L.A. Franks. They are also working on a cycle map and shared a draft with the BIA for review and comment. There is a tourist cycle loop that will connect the region. 75% of the trail is already in existence. The BIA may want to consider how to take advantage of this trail in the future for drawing in tourists to the core area.

City Updates - Laura Pearce, Economic Development

- Dickson Street Parking Lot redesign was shared with the BIA board, Brian Kennedy sits on the stakeholder's group as well as Laura Pearce.
- Rainbow crosswalk was approved by Council for Dickson Street at Wellington Street.
- WRPS Core Area Unit now patrol 24 hours, 7 days week in the downtown Galt core. Businesses will be circulated a trespass order to approve WRPS to order public nuisances to leave private property.
- City has a new CFO and City Clerk and the City is requesting some new administrative processes. The BIA budget will be due to Council around October of each year and BIA membership AGM will have to take place prior to submission. The BIA budget expense and revenue accounts must be streamlined across all three BIA's and Brian will assist with the proposed draft. The Municipal Act states that the BIA's must submit audited financial statement and a report to Council in March of each year starting in 2021. Minor changes/ updates are being made to the BIA by-law and will be presented to Council in April 2020.

Consumption & Treatment Services

- Brian Kennedy reviewed what transpired as a Delegation at the Cambridge Council Meeting on February 11 when we spoke to the BIA's motion THAT the Downtown Cambridge BIA urges the City of Cambridge Council to enact a permanent by-law prohibiting the location of a Consumption and Treatment Services Site within the three core areas and all lands within 500 meters surrounding the core areas.

Property Standards

- Brian Kennedy shared some information regarding the process of property standard reporting from meeting with City property by-law on February 11th. The reports on property issues are complaint driven. The complainant could become known through the legal process if the property owner disputes the claim.
- The heritage act will be looked at possibly being incorporated into the property standards by-law. Clerks will investigate other Cities and their by-laws.

Promotion Updates

- Brian Kennedy is working with TOQUE on the 36-page publication layout. Brian Kennedy is working through the marketing initiatives proposed for 2020; video and photo shoot, TOQUE magazine spread. Ideas for the next series of video and photo shoots were shared with the board.

Other Business

- Consideration is now being given to have Kay Matthews, Executive Director for OBIAA (Ontario Business Improvement Area Association) host our governance training. Brian Kennedy will work with Laura Pearce to see if this is a good fit for the Cambridge BIA's and what the cost will be for the BIA's involved.
- Laura Pearce shared that Trevor McWilliams spoke with Region of Waterloo acting manager on diverting truck through traffic in the downtown Galt core. No concrete updates yet. Laura Pearce shared that Shannon Noonan mentioned that the first phase of the South Boundary road is scheduled to be completed in 2020 and that the diverting of truck through traffic is stated in the City Transportation Master Plan.

Next Meeting Date

The next meeting will be Tuesday, March 17, 2020 at 1:00 pm, Second Room - Cambridge City Hall

Close of Meeting

Moved by: Shane Murphy

Seconded by: Emily Dwornikiewicz

THAT the February 18/20 meeting of the Downtown Cambridge BIA adjourns at 3:00 pm.

Downtown Cambridge BIA Vice-Chair

Downtown Cambridge BIA Recording Secretary