

Windsor BIA Advisory Committee
Meeting held June 19, 2019

A meeting of the Windsor BIA Advisory Committee is held this day commencing at 10:00 o'clock a.m. in Room 140, 350 City Hall Square West, there being present the following members:

Councillor Chris Holt
Councillor Rino Bortolin
Councillor Ed Sleiman
Joan Charette, Walkerville BIA
Debbie Croucher, Downtown Windsor BIA
Pete DiPonio, Via Italia BIA
Sami Mazloun, Wyandotte Street BIA
Shane Potvin, Ford City BIA

Regrets received from:

Ettore Bonato, Ottawa Street BIA
Mary Ann Cuderman, Sandwich Towne BIA
Bridget Scheuerman, Olde Riverside BIA

Also present are the following resource personnel:

Greg Atkinson, Planner III, Economic Development
Karen Kadour, Committee Coordinator

1. Call to Order

The Committee Coordinator calls the meeting to order at 10:00 o'clock a.m. and the Committee considers the Agenda being Schedule A attached hereto, matters which are dealt with as follows:

2. Election of Chair

The Committee Coordinator calls for nominations from the floor for the position of Chair. Councillor Sleiman nominates Councillor Holt, seconded by Councillor Bortolin. The Committee Coordinator asks if there are further nominations from the floor. Seeing, none, the Committee Coordinator asks Councillor Holt if he accepts. Councillor Holt accepts and assumes the Chair.

Moved by Councillor Sleiman, seconded by Councillor Bortolin,
That Councillor Holt **BE ELECTED** Chair of the Windsor BIA Advisory Committee.
Carried.

3. Declarations of Conflict

None disclosed.

4. Adoption of the Minutes

Moved by Councillor Sleiman, seconded by Councillor Bortolin,
That the minutes of the Windsor BIA Advisory Committee of its meeting held
November 21, 2018 **BE ADOPTED** as presented.
Carried.

5. Business Items

5.1 Update on Summer Events & Priorities in the BIA's

J. Charette expresses concern regarding the increase in fees for street closures for events. She adds in 2018, bags were placed on the parking meters for an event and the BIA was charged for a full day of free parking for the patrons rather than the two hours for the event.

Councillor Bortolin at the City Council meeting held February 25, 2019 asked the following question:

CQ4-2019

Asks that administration consider options to streamline the process to help with street closures looking at all options including efficiencies that can lead to lowering administrative time and costs while still allowing timely processing of applications. Please consider fees in the schedule as well as barricade rentals and Fire Department fees.

Moved by Councillor Sleiman, seconded by S. Mazloun,
That the update on the summer events and priorities in the BIA's **BE RECEIVED**.
Carried.

5.2 Update and Recap of the BIA Issues before Council (Local Planning Appeal Tribunal)

The Chair reports the budgets of three BIA's were being upheld due to a deemed questionable expense and through negotiations and discussions between the BIA's and the City's Legal team the matter was resolved and their budgets were approved.

The Chair reads CR290/2019 approved at Council's meeting held June 3, 2019 as follows:

"That Administration BE DIRECTED to draft guidelines for the business improvement associations (BIA's), that would outline in a clear way, the reports the Council expects to receive at year-end with respect to annual expenditures, and that these guidelines be drafted IN CONSULTATION with all the BIA's across the city of Windsor as well as the WBIAAC advisory committee; and

That Administration UNDERTAKE a review of other BIA's and best practices across Ontario and further,

That Administration BE DIRECTED to develop to Council's consideration and approval, a more robust budget template for all BIA's so that Council has a clear understanding of BIA budgets and expenditures that are in a more transparent manner."

Councillor Bortolin states the concerning aspect was the comments made specifically wanting to look at the model that the City of Toronto has, that being the BIA's are not allowed to disagree with any decision of their council.

The Chair advises a report on this matter will be forthcoming.

Moved by Councillor Sleiman, seconded by S. Mazloun,
That the update and recap of the BIA issues before Council (Local Planning Appeal Tribunal) and the pending report and way forward **BE RECEIVED**.
Carried.

5.3 Update on the Collaboration of Terms of Reference & Singular Reporting Mechanism

Councillor Bortolin states one of the recommendations in the recent PwC audit of the BIA's was to develop a template for the Terms of Reference.

In response to a question asked by Councillor Sleiman, regarding if the Terms of Reference will be the same for all of the BIA's, Councillor Bortolin responds each BIA would develop their Terms of Reference but the BIA's would all use the same template.

Moved by Councillor Bortolin, seconded by P. Diponio,
That the update relating to the collaboration of the Terms of Reference and the singular reporting mechanism **BE RECEIVED**.
Carried.

5.4 Bright Lights Windsor Request for BIA Venues

D. Croucher indicates the Bright Lights Windsor event attracts huge participation and is beautiful in Jackson Park. However, it would be better served in the BIA's as only Petro Canada, Wendy's and perhaps Lumberjack benefitted from this location. The DWBIA would love to see this event at the riverfront and within its boundaries. The last conversation held with the Mayor and Jan Wilson, Corporate Leader Parks, Recreation, Culture, Facilities is that it is not a consideration at this time to move the location elsewhere. There has been too much investment in the infrastructure at Jackson Park. At this point it does not appear the Bright Lights Windsor event will be coming to any of the BIA's soon.

The Chair suggests an invitation to Mayor Dilkens and Jan Wilson be extended to attend a future meeting of the committee. He adds the BIA's are more than willing to discuss the future and the possibilities of working together.

Moved by D. Croucher, seconded by S. Mazloum,
That Mayor Dilkens and Jan Wilson **BE INVITED** to attend a meeting of the Windsor BIA Advisory Committee to be held in the Fall 2019 to discuss the future of Bright Lights Windsor in collaboration with the BIA's.
Carried.

6. New Business

D. Croucher states the previous Senior Economic Development Officer signed a contract for a one year term for the BIA's with the Destination Development Association.

Moved by D. Croucher, seconded by J. Charette,
That the contract with the Destination Development Association on behalf of the BIA's **BE RENEWED**.
Carried.

Clerk's Note: The Committee Coordinator contacted Milan Vujanovic, Senior Economic Development Officer to investigate and report back at the August 20, 2019 meeting regarding the Destination Development Association initiative.

S. Potvin states Hiram Walkers placed flowers in 55 whiskey barrels throughout the Ford City BIA and expresses concern that there are very few businesses in front of the planters to do the watering.

D. Croucher indicates the number of hanging baskets in the BIA's has seriously decreased and adds there are not enough resources to maintain the planters. She notes this is municipal property and should not be the responsibility of the BIA.

The Chair advises he will reach out to Wanda Letourneau, Manager Horticulture regarding the reduction of hanging baskets and the watering issue.

7. Date of Next Meeting

The next meeting will be held on Tuesday, August 20, 2019 at 9:30 a.m. in Room 204, 350 City Hall Square West.

8. Adjournment

There being no further business, the meeting is adjourned at 11:25 o'clock a.m.

CHAIR

COMMITTEE COORDINATOR