



**BURLINGTON DOWNTOWN BUSINESS ASSOCIATION
BOARD OF DIRECTORS MEETING ~ VIA ZOOM
WEDNESDAY JANUARY 12, 2022**

Present: S. Bell, L. Bouchard-Bain, M. Eade, B. Glazier, S. Peachey, P. Skoretz, A. Ucar, D. Walker, B. Wodhams and Councillor Kearns
Staff: L. Birmingham and B. Dean
Regrets: E. Vine and Samantha Statham
Guests: S. Romlewski – Special Business Areas Coordinator – City of Burlington
J. Jones – Membership Services – BDBA

1. Call to Order 8:00 am by B. Wodhams

2. No declarations of interest declared.

3. Approval of Past Minutes: December 1, 2021

Motion by: S. Bell Second by: P. Skoretz
"To approve the minutes of Wednesday December 1st, 2021, as presented."
Motion Carried

4. 2022 BDBA Budget

The Executive met to review the budget which was presented to the Board in December. In the original budget \$67,000 was in the Grant Funding Revenue. Since that meeting, it was learned the Grant was declined. Changes were required to find the funds to continue programming. The recommended changes are:

- A \$10,000 decrease to the Write-offs or Uncollectable BDBA Taxes, from \$50,000 to \$40,000
- Under Events, Treats in our Streets was reduced \$4,000. Candlelit Stroll was decreased \$2,000 and the Jazz Festival reduced \$2,000. In the Capital Budget, the budget for new Holiday Displays was deferred to 2023, reducing the budget an additional \$22,500. Sponsorship revenue was increased to \$50,000.

The overall membership levy increase is 1.4%

Motion by: L. Bouchard-Bain Second by: M. Eade

"To accept the changes to the 2022 budget as presented."

Motion Carried – 0 opposed

Staff will work with city staff for presentation to City Council for final approval.

Councillor Kearns stated the City's overall tax rate increase of 2.87% and the City's budget increase is 4.62%

5. Councillor's / SBAC Report: S. Romlewski and Councillor Kearns

- The City's Housing Strategy report also goes to Council on January 11, 2022
A brief overview of the Waterfront Hotel Planning Study has now resumed from a pause from 2018. (This is a separate study from 2020 Lakeshore Road) Six sessions were completed along with two community surveys. There were eight design ideas presented which was decreased to two. Phase IV will confirm the preferred concept and Phase V will complete the Urban Design Guidelines. It will take 16-17 weeks to complete the study and will provide a report the Board in February.
- There is \$600,000 in the budget for streetscaping and Councillor Kearns is working with planning staff. An upgrade for the patio street barriers was highly recommended.
- Phase IV of the Elgin Promenade is moving very slowly. Councillor Kearns welcomes direct emails for any ideas.
- Patio update will be provided at the end of Q1. New program to look at Lakeshore Road and John Street as these restaurants do not have permanent patios but were granted due to Covid-19.
B. Glazier stated this report needs to be earlier as restaurateurs need time to place orders etc... The end of Q1 will not give them sufficient time. An interim report will be requested.

"Motion by: M. Eade

Second by: B. Wodhams

"To expedite the patio program report."

Motion Carried – 0 Opposed

A complete copy of the City report is in Trello January 2022

Please email ward2@burlington.ca to sign up for the Councillor Kearns' newsletter.

6. 2022 Strategic Plan Dashboard: B. Dean

Item deferred

7. CPA Canada Public Sector Accounting Standard 2200

Each year, Directors are required to complete this form. Directors will be emailed with the form, to be completed and emailed back to the recipient outlined in the email.

8. New Business:

- Brian stated the timing of the February meeting has become problematic and requested the meeting be deferred until March.

Motion by: L. Bouchard-Bain

Second by: S. Peachey

"To defer February 2022 meeting until March 2, 2022"

Motion Carried

**9. Next Meeting: Wednesday March 2, 2022 8:00 am
VIA ZOOM and / or Boardroom 414 Locust Street.**

10. Adjournment 9:00 am