



November 22, 2023  
8:30 a.m. – 11:00 a.m.  
260 King St. W., #300  
Kitchener, Ontario

## BOARD OF DIRECTORS · MEETING MINUTES

**Present:** Linda Jutzi, Darryl Moore, Cara Watson, Phong Tran, Martha Wallace, Jessica Toomer, Jordan Dolson, Julie Phillips, Laird Robertson, Michael Rederer, Sarah Pearson, Darren Becks, and Cst. Lee Elliott.  
**Guest(s):** Shirley Madill  
**Regrets:** Councillor Aislinn Clancy, Councillor Debbie Chapman, Mayor Berry Vrbanovic, and Cst. James Mitchell.  
**Recorder:** Stefanie Golling

The meeting began with Darryl Moore as Chair at 8:32 a.m.

### APPROVAL OF AGENDA/ DECLARATION OF CONFLICTS

*Moved by Jessica Toomer, seconded by Cara Watson*

"That the Board approves the November 22, 2023, agenda."

**Carried Unanimously**

### APPROVAL OF MINUTES

*Moved by Julie Phillips, seconded by Phong Tran*

"That the Board approves the September 27, 2023, meeting minutes."

**Carried Unanimously**

*Moved by Jessica Toomer, seconded by Michael Rederer*

"That the Board approves the October 17, 2023, Town Hall meeting minutes."

**Carried Unanimously**

### WATERLOO REGIONAL POLICE SERVICES

Cst. Lee Elliott joined the meeting to share a few updates on behalf of Waterloo Regional Police Service, highlighting:

- Cst. Matt Wilson has been on downtown street patrol for three months.
- A meeting with St. John's Kitchen regarding concerns from nearby buildings and business owners has been coordinated.
- WRPS organized a meeting with a business in King East regarding issues with late-night customers. Since the meeting, there have been no complaints.
- A portion of St. Peters Church will be converted into affordable housing units.

### **Q3 FINANCIAL REPORT**

Treasurer Phong Tran provided a Q3 Financial update.

*Moved by Jordan Dolson, seconded by Sarah Pearson*

"That the Board approves the Q3 Financial Reports."

**Carried Unanimously**

### **KITCHENER-WATERLOO OKTOBERFEST**

Linda Jutzi shared a report on KWO, highlighting member feedback.

Directors discussed:

- Considerations that should be made when providing large amounts of sponsorship funding, such as locations of competing businesses.
- Ensuring there is more opportunity for small businesses within the festival.
- Challenges with the location this year on Gaukel Street, including the convenience of the LRT stop and impacts to King Street businesses.
- Ensuring sponsorships align with our core values and strategic priorities.

Ms. Jutzi noted that the Board will discuss Kitchener-Waterloo Oktoberfest again before next year's festival.

### **WINTER PROGRAMMING**

Linda Jutzi provided a winter programming update:

- Holiday windows at Young Condos
  - Directors discussed the success of the holiday windows at Young Condos. Ms. Jutzi shared that she would love the possibility of having Lori Muller design more windows again in the future.
- Candyland
  - Candyland will be open during the hours of the Christkindl Market and can be used as a warming area for guests.
- Christkinder
  - Kitchener-Waterloo Oktoberfest is coordinating this family-focused event at the THEMUSEUM during the Christkindl Market.

**ACTION ITEM:** Linda Jutzi to bring marketing initiatives to the January Board Meeting.

### **FUTURE OF WASTE REMOVAL DOWNTOWN**

Linda Jutzi shared that the Region of Waterloo conducted a brief consultation with BIA Directors regarding the future of waste management and moving to an automated system. Many Directors expressed their concerns regarding this new system and its possible impacts on our and other districts. A group has been formed to discuss these concerns and how to advocate best on behalf of the membership.

Ms. Jutzi noted that after speaking with Darren Becks, the Region of Waterloo and the City of Kitchener have also been in discussion regarding the future of service. Ms. Jutzi would like to recommend pausing and seeing what comes of these discussions.

**>> QUICK BREAK >>**

Darren Becks joined the meeting and shared that after an internal city meeting, the Region of Waterloo is looking at passing off the contract to the municipalities and will share more information about the process and next steps once a decision has been made.

**ACTION ITEM:** Linda Jutzi to send Directors the organic waste document.

**PUBLIC ART**

Shirley Madill, Executive Director of the Kitchener-Waterloo Art Gallery, joined the meeting to discuss the importance of public art as an option for consideration for the use of the surplus funds in 2024.

Directors discussed:

- Ensuring it is a piece of significance with consideration for it to be an interactive placemaking piece.
- Potential member feedback.
- The possibility of sustainability and recycling being considered when creating the installation.
- Vandalism and maintenance.
- As well as the possibility of obtaining grant funding.

**ACTION ITEM:** Linda Jutzi to set aside time in January with possible suggestions for the surplus fund.

**STAFF UPDATE**

Linda Jutzi shared that a new staff member, Arnold Yescas, has officially joined the team. Over the next few weeks, Mr. Yescas will be focusing on a Taste of the World Series. Ms. Jutzi noted that Kitchener was recently named the most diverse city in Canada, and the hope is that the series will highlight the diversity of our district.

**ADJOURNMENT**

*Moved by Jessica Toomer, seconded by Cara Watson*

"That the meeting adjourn."

**Carried Unanimously**