



Downtown  
Kitchener  
Business  
Improvement  
Area

March 25, 2026  
8:30 a.m. – 10:30 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, Councillor Debbie Chapman, Jessica Toomer, Jordan Dolson, Julie Phillips, Laird Robertson, Michael Rederer, Sarah Pearson, Councillor Stephanie Stretch, Aura Hertzog and Sgt. Ryan Leslie. **Regrets:** Mayor Berry Vrbanovic.  
**Guests:** Inspector Mike Becks  
**Recorder:** Stefanie Golling

The meeting began with Darryl Moore as Chair at 8:34 a.m.

### **APPROVAL OF AGENDA/DECLARATION OF CONFLICTS**

*Moved by Laird Robertson, seconded by Councillor Debbie Chapman*

"That the Board approves the March 25, 2026, agenda."

**Carried Unanimously**

### **APPROVAL OF MINUTES**

*Moved by Julie Phillips, seconded by Cara Watson*

"That the Board approves the February 25, 2026, minutes."

**Carried Unanimously**

### **WATERLOO REGIONAL POLICE SERVICE**

Sgt. Ryan Leslie, joined by Insp. Mike Becks shared that WRPS is currently focused on increasing presence and addressing open drug use and road safety in the King/Cedar area. Working to divert individuals to social services when possible and actively responding to community complaints and tips, including those from Crime Stoppers.

Further discussion included: balancing enforcement with harm-reduction strategies, the importance of detailed information when reporting, and concerns about escalating violence and community safety.

### **ECONOMIC DEVELOPMENT**

Aura Hertzog provided an update on behalf of Economic Development, outlining: Special Events plans for the Christkindl Market, recent staffing transitions, summer programming initiatives, and prospective road closure opportunities for 2026.

**Action item:** Linda Jutzi to invite Licensing to the April Board Meeting to share information and updates on the new Provincial BYOB regulations.

## **WASTE MANAGEMENT**

Aura Hertzog provided an update on the new Region of Waterloo Waste Management program, highlighting the deployment of two city bylaw officers to support with educating businesses on expectations. In addition, Ms. Hertzog and Rick Farwell are monitoring compliance through early-morning inspections.

The Board discussed the distribution and need for additional carts, as well as the collaborative efforts to move collection off King Street.

## **PATIO PROGRAM**

Linda Jutzi provided an overview of the Patio Program, highlighting recent improvements and intentions for the 2026 season. The Board discussed charging a nominal fee to operators for the installation and removal of the patios.

**Action item:** Linda Jutzi to work with Phong Tran and the Marketing Committee to develop a matrix of possible options for recommendation to the Board.

## **EVENT UPDATES & QUESTIONS**

Linda Jutzi shared that BITE BY BITE is scheduled for Sunday, April 12, and has now sold out, with a few tickets reserved for Director participation.

Over the season, staff have gathered valuable feedback from the Winter Sunset Sessions and Sunday Grind events, both of which successfully introduced member businesses to new customers.

## **PROPOSED BOUNDARY EXPANSION**

Linda Jutzi shared that she has been actively preparing for a potential boundary expansion in the east end. There is growing interest from businesses beyond Cedar Street seeking inclusion in the DTK BIA programs. Ms. Jutzi emphasized the importance of thoughtfully expanding to ensure that the new members captured in the expansion receive quality service. She confirmed that the current proposed expansion remains manageable within the staff's capacity, with the possibility that additional marketing resources may be required.

Following these preparations, Ms. Jutzi contacted the City Clerk's office to initiate the formal process but encountered some delays due to staffing constraints associated with the upcoming election.

**Action item:** Linda Jutzi to meet with the City Clerk's office to establish a possible timeline for the boundary expansion.

**ADJOURNMENT**

*Moved by Julie Phillips, seconded by Jessica Toomer*

"That the meeting adjourns."

**Carried Unanimously**