



Downtown  
Kitchener  
Business  
Improvement  
Area

October 22, 2025  
8:30 a.m. – 10:30 a.m.  
260 King St. W., #300  
Kitchener, Ontario

## **BOARD OF DIRECTORS - MEETING MINUTES**

**Present:** Linda Jutzi, Cara Watson, Phong Tran, Councillor Debbie Chapman, Jessica Toomer, Julie Phillips, Councillor Stephanie Stretch, Michael Rederer, Martha Wallace, Laird Robertson, and Aura Hertzog

**Regrets:** Darryl Moore, Jordan Dolson, Sarah Pearson, Sgt. Ryan Leslie and Mayor Berry Vrbanovic.

**Recorder:** Stefanie Golling

The meeting began with Cara Watson as Chair at 8:35 a.m.

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

*Moved by Julie Phillips, seconded by Martha Wallace*

"That the Board approves the October 22, 2025, agenda."

**Carried Unanimously**

### **APPROVAL OF MINUTES**

*Moved by Councillor Debbie Chapman, seconded by Martha Wallace*

"That the Board approves the September 24, 2025, minutes."

**Carried Unanimously**

### **ANNUAL TOWN HALL MEETING**

Linda Jutzi thanked Directors for attending the Annual Town Hall Meeting on Monday. Directors shared that they felt the meeting had gone well, reflected well on the team's year-long efforts, and acknowledged the safety improvements. In the future, Directors would like to see an expansion of the business awards portion of the meeting.

### **2026 OPERATING BUDGET**

The Board reviewed the draft 2026 Operating Budget and considered Linda Jutzi's recommended modifications in response to the activation efforts during Kitchener-Waterloo Oktoberfest.

*Moved by Michael Rederer, seconded by Jessica Toomer*

"That the Board approves the amended budget, with a levy increase to \$2,118,220.  
With an increase of \$20,000 under the Community Builder Grant."

**Carried Unanimously**

## **DIA DE LOS MUERTOS**

Arnold Yescas and Lori Muller provided an update on the Dia de los Muertos event scheduled for Saturday, November 1. Directors discussed strategies for outreach to grief networks, enhancing member engagement, and ensuring the event respects cultural authenticity.

## **DIRECTOR UPDATES**

Aura Hertzog shared updates on the banner program, including collaboration with Centre in the Square to advertise major shows starting next week at the Queen and King Street intersection. Additionally, Ms. Hertzog announced the "Canvas in the Sky" project, featuring 12 artists who will create seasonal and winter-themed banner artwork.

Linda Jutzi shared plans for the 2025 Director Social.

**Action item:** Stefanie Golling to send a Doodle Poll with date options.

## **ADJOURNMENT**

*Moved by Julie Phillips, seconded by Phong Tran*

"That the meeting adjourns."

Carried Unanimously