

**Leslieville BIA
MINUTES
Monday, April 9, 2018
7:00 p.m.
Property.ca Leslieville
1028 Queen St. E**

Board Members: Andrew Sherbin, Allen Malloy, Lucas DiGiovanni, Christiane Tetreault (via phone), James Lane, Councillor Paula Fletcher, Laura Anonen

Absent: Tina Panagioutou, Tracy Kelly, Ara Mamourian, Jennifer Orenstein, Brad Daniels and Marianne Szczuryk, City BIA Office Representative, Abby Ramcharan – Councillor McMahon’s office

Guests: Graham Bell, Property.ca-Leslieville

1) Welcome

With quorum established, Andrew Sherbin opened the meeting, thanking Ara Mamourian for the meeting space and all for attending, including guest, Graham Bell.

2) Approval of Minutes – March 12, 2018

The Board reviewed the minutes of the March 12, 2018, 2018 Board meeting. Approval deferred until next Board meeting, pending requested amendments as follows:

Development & Streetscape

Filming: Allen Malloy requested that the minutes reflect his recollection of comments from Nicolas Valverde from the Councillor’s office, that there would be an initial meeting between Cathy Quinton and Paula Fletcher regarding Film protocol. Allen Malloy requested that he be in attendance at that meeting.

The Board discussed this addition to the minutes. It was noted that the Board had agreed to a meeting with the Film Department, Councillors, and interested Board members at a future date. This meeting was set for April 11, 2018. The meeting with Cathy Quinton and Paula Fletcher was not needed and did not occur. The Board agreed to amend minutes as per Board member Allen Malloy’s request and deferred approval to the next Board meeting.

3) Committee Updates

Financial

BIA P & L – January 1, 2018 – April 9, 2018
Income \$ 2,412.25
Expenses \$ 21,612.34
Net (ordinary) Income *negative* \$19,200.09
Net Income *negative* \$ 20,011.63



Strategic Planning (formerly Visioning Committee)

Andrew Sherbin advised that the Strategic Planning Committee will postpone their meeting until more data could be secured from the Membership.

ACTION – Cathy Quinton will visit as many businesses 1:1 as possible, as well as issue a Members-only request via newsletter, to gauge sentiment around priority Strategic Goals.

Development & Streetscape

Filming: See Item 2).

Graffiti: Andrew Sherbin and Cathy Quinton advised that the approved graffiti removal program is on hold. It was found that a Board member's premises had graffiti removed and corrective paint applied without express approval of the building owner. The contractor has not been paid, pending appropriate resolution.

ACTION – Cathy Quinton will provide recommendations for Board consideration at the next Board meeting.

Crime: It was noted that the neighbourhood appears to have had a dramatic increase in vandalism and petty crime, e.g. Christiane Tetreault mentioned that the planters outside of Mission Works had been tipped over, broken beyond repair, with contents strewn across the sidewalk. The planters had to be replaced. The Duke has voiced concerns and has had issues with homeless men since the New Hope Shelter has opened. Andrew Sherbin mentioned the tire slashing on Brooklyn Avenue, as well as the current state of the benches. Councillor Fletcher recommended that the BIA issue a letter to Constable Reuben Stroble to request immediate action.

ACTION – Cathy Quinton to draft letter to TPS requesting action and service in Leslieville.

ACTION – Cathy Quinton will obtain quotes for Bench cleanup.

Marketing & Events

Christiane Tetreault provided an overview of outcomes from the first Marketing Committee meeting of 2018, held March 26, 2018. Committee members were advised of the BIA's Strategic Vision and how Marketing goals and tactics would be aligned to the Vision.

Highlights of the discussion included:

- New BIA website (tentative May 31 launch)
- The BIA's single transit shelter (changing locations/change in design - tbd)
- The 2018-19 Leslieville Business Directory (should we or shouldn't we?)
- Upcoming events – short term + advance notice for the balance of the year
- New Member welcome package (more discussion required, but new Leslieville branded shopping bags will be explored)



- Advertising & Sponsorship Opportunities (aligning to criteria when deciding what opportunities we will take advantage of)

HR

Code of Conduct: All Board members were emailed an advance copy of the most recent version of the Municipal Code of Conduct*.

* *Code of Conduct for Members of Local Boards (Restricted Definition) (10 pages)*

Interpretation Bulletin: Article IX of the Code of Conduct (Business Relations) (2 pages)

ACTION - All Board members are asked to review the content, and respond to the Chair with any questions or concerns.

BIA Board Member Expectations: The Board reviewed the draft of the Leslieville BIA Board of Directors Member Expectations document.

ACTION – Remove the following paragraph from the draft document: “With this in mind, we have outlined the expectations of all Board of Directors members below, and ask each of you to review and sign this for the next upcoming meeting.”

ACTION – Cathy Quinton will issue the revised document to all Board members along with meeting minutes, and will ask all Board members to read and sign-back a copy for the next Board meeting (May 14, 2018)

Coordinator Employment Contract: All Board members were emailed an advance copy of a revision to the Coordinator employment contract. The Board unanimously agreed to two changes: removal of a) the 3 month probationary period, and b) detailed daily hours, recognizing that item 5) of Section 2 (Terms) outlines total hours required by week (30) which the Board recognized may at times be performed during evenings and / or weekends.

ACTION - Revise the contract as follows:

- *Under Section 2. Terms of the Contract, remove item 2) “The employee’s employment shall be subject to a 3 month probationary period....etc.”*
- *Under Section 2. Terms of the Contract, remove item 7) “The daily schedule will be from 8 am – 3 pm (6 hrs with 1 hr unpaid break)....etc.”*

ACTION – Cathy Quinton will sign and return to the Chair the revised contract. A signed copy of the Coordinator employment contract is available to Members at any time, upon request.

4) Adjournment

On a motion made by James Allen, seconded by Allen Malloy, there being no further business to transact, the meeting was adjourned.

