

ABIA Board Meeting Minutes – October 12th, 2023 – 7:30AM in person

Attending:

Kiara Galbraith
Allen Teska
Kelvin Galbraith
Miriam Mulkewich
Leslie Bullock
Jimmy Bedi
Jacqui Cronin
Heidi Moniz

Absent:

Lorna Hainsworth-Popper
Karen Lee

Regrets:

Sonia Pagliuso

Staff:

Andrea Dodd

Guests:

Jenna Puletto – MTSA Update, City of Burlington

Motion – Allen as Secretary – all in favour

Approval of October Agenda
Allen and Kiara

Approved

Approval October Minutes
Jacqui and Jimmy

Approved

Conflicts of Interest: None.

Miriam Mulkewich - Board Chair (in place of Sonia)

Jenna Puletto – MTSA Update, City of Burlington

- hand outs on the table and presentation in slack
- highlights of Aldershot being created and distributed later in Slack
- final stages of MTSA – technical completed, draft released oct 11th, vision done, community planning permit system drafted, conventional zoning repeal of zoning bylaw and bring in new regulation for MTSA area, new system new tool, first municipality in intensification area to accomplish and release this
- working towards oct 31st statutory meeting, bring bylaw and opa by end of year

- originated as mobility plan study, master plan, area specific plan, region sets out process, achievements and objectives in plan
 - Approvals, complicated in Burlington as new plan is under appeal, small piece is in force, allows for amendment of pieces, add on MTSA original and add to end of document, need modern policy that speeds things up
 - Hoping to bring new tools and new zoning details at exact same time, taking meet out of opa and put into bylaw, a lot of detail in the bylaw, minimizes lengthy planning process
 - community planning permit system – consolidates 3 processes Zoning (90 days), minor variances (90 days) and site plan (60 days) – consolidates all into 45 days, different classifications to eliminate back logs and multiple processes, staff ability to make threshold decisions, intent and spirit holds, seven years of engagement data shows result, come within a box of set expectations to avoid public process, notification vs debating premise, mixed use and density are core to this strategy for developers to use
 - appeal rights: provincial planning and fee rights waived, no refunds with new process, same vein on where province is going, no refund if over 45 days, patience in working through it to iron out kinks in latitude
 - why to consider CPPs for MTSA; streamlining, community engagement, focussed on; affordable housing, community service and parks, maintaining employment – strategic conversion, development industry building in community engagement history and certainty for developers, third parties cannot appeal developments; focussed on city and developer, also provides discretionary uses with proof of use (CN Rail example in residential space)
 - areas to have most amount of money to make areas complete, the areas under MTSA has significant impediments to make it a rounded community, collecting funds from developers is more difficult, service facilities and matters creates a tool to fee developers for proper use, allows city to create a better negotiation for park land / financing and other base line requirements
 - Kelvin question – if original idea is 30 stories and we ask for parkland can they got to 40,
 - o Answer – possibly, as long as in framework class 1, class 2 frame work has more asks, class 3 is a council negotiation with developer, height permissions intended still to be inclusive, council can negotiate
 Andrea question – service and facility does it matter from a BIA perspective
 Answer – no residential on main floor on purpose, has to have mixed use and activated street policy, minimum height and commercial operation requirements
 FUP Q : control over required space and square footage
 Answer – premise of having things at grade, plains, cooke, emery, and other existing pockets will require it to move through the requirements
 - Tonight (Thursday Oct 11) is a public open house, comments taken till November 7th and next version coming out in December, 180 page document, consultant Dillion consulting adjusting and making amendments as well as 200 page by law on how to use document
 - Sam and Jenna will figure out where to focus, Andrea will attend Monday at library event
- Question – are some applicants waiting, some applicants are holding their spot in line for roll out of new processes, is this causing applicant delays
- Answer - Difference is that every application debating premise, fine grade level for a developer eliminates full blown public process

Question – how will public feel

Answer – mixed - looks like city has failed when we go through the longer appeal, public wont like some of the outcomes of this, as long as parameters are there, policy framework changes fast and so this makes more current and fluid / adpatable

Councillor Report - Kelvin Galbraith

MTSA – pre application meeting 2026 cooke blvd – first building on left – corner site for 8 stories, next over has 29 mixed use, 335 residential, 4000 sq ft of commercial use, 316 parking spaces, new trend parking below units, removing parking minimums being considered, right now asking 1:1, changing to what can you sell, in Toronto there is zero parking in such, early birds like Addy phase 1 had 1.25 per unit, No places to walk but train, will be a problem, we expect 10,000 and 20,000 square feet of commercial around solid gold to support this parking challenge,

Question – retail parking

A: some surface and some underground

Q: EV support A: Yes lots, including car sharing program

Don't need to own a car, rent or share

Less dependant on automobile

Meet in middle time as people need to get to work, not just people living and walking in area

One car families first, most have 2 cars, going back to that

Q: parking study completed, reduced in city 1.1 is now standard, has been challenged already, masonry court coming in at 0.90, sets a precedent, only went seven stories, every building now meeting that requirement, staff need to accept that reality

- Can buy a bike parking spot in Toronto in current unirs
- Formula for warwick right by fortinos

Currently being built downtown 6 and 7 stories into the ground, by todays standard they would only require 4 stories under

MTSA eliminating public back lash and becoming more understanding

Ward 1 drop in tonight (Thursday 11rg oct) at Mapleview food court

Big News – Tim Comissio – retiring in June

- Very popular city manager
- Joan Ford finance minister announced retirement for December

Andrea: City View motel in MAT Tax (Municipal Tax) not paid situation – does not want to pay or pay this levy, new owner, Maureen and Andrea together will visit, will meet and figure problems, if he is collecting and keeping then that's a big deal, only hotel not remitting new tax starting in 2022, most other cities collecting a 4% tax on each room, goes to local tourism function and board, job to help market the area, done in Niagara for years, Harvey is new owner used to be on BIA, son also helps out joint effort

Tourism group will speak with him first, Kiara is a contact for him

Treasurer Report: Kiara Galbreath – 2024 Budget Considerations

Preliminary budget posted on slack

Discussions with city and finance committee

- Proposed levy \$276k up \$18k or 7%, same increase as last year

- Sponsorship we feel can get \$10k
- Our HST \$16796 per year, 60% of what we pay, Michelle moore says we should include in budget, take as negative as public service body rebate

We have categorized budget into city standards for evaluating

- Marketing events programs is part of a city category for example, format changes as we reduce community events and focus on membership spending programs
 - Beautification \$22895, included planters, street light, village tree lights, snow flakes
 - Because snow flake problem, last year east end out whole season, now lost four in west with bike lane power changes, city says not coming back, not in plan for future, is snowflake good spend \$15k to store, and maintain, finance committee said not good
 - Holiday street light maintenance \$1396, will try and sell, blanche aire might have other things to work, we will try and sell to small community bia
 - \$15k to \$10k is this years amount as we negotiated down
 - Strat plan expenses – we left at zero, last year did not focus on it and so no real change just clean up, line left in for next year, we wilk probably need \$5 and \$7k in following years (2025) just not part of next years plan – will dig in as development progresses
 - Admin – last year \$120k now up to \$149k (FT \$76k, PT \$42k, then seasonal, conference and education)reason, change in staffing needs – Andrea lead and her income increased from \$4k to \$6k per month, part time contract membership coordinator, two great prospects for the role, have position for November 1st, Dana is just putting on village event, that line added next year (short term employee fees)
 - Audit, legal and professional fees; broken into accounting, OBIA, book keeper -within our range – about same (Total \$8900)
 - Operational expense part of admin – included quickbooks
 - Tax write offs and charity rebates – hold back for claw back levy reserve based on city recommendation (\$6000 per year), kiara to discuss with city
- Q: Next steps, motion to pass in November
 City needs to have budget two months before end of year
 If they don't approve there is places to move things and reduce if necessary
 Kelvin – looks good, consistent with city increase
 Kiara – reduced from 8% to 7% we assume acceptable, strict about cost
- HST refund; michelle moore balanced out naturally, took it off from cost we have, future rebate, much better to account in budget then separate, because of reporting process with city allignment
 - Public service body rebate – received last month \$16759, has to be put in the audit and not spent as part of 2023 budget, updated in 2022 audit and then put into a reserve fund that will accumulate and we can use in 2024
 - TD Account deposits \$52k, \$16,759 rebate plus GIC roll over – added to the TD Account then removed as part of roll over, every 100 days we do this, rolled over \$14,160, this was part of \$27502 in debits
 - Debits include the renewal, only had \$27k from levy costs were \$13k / \$14k GIC

Purchased bia office insurance \$1566

BIA T-Shirts - \$1500

Visa included cash back amount, balance was \$1052 cash back rewards of \$161

Teams meeting with Michelle moore

- Manage the public service body rebate
- Agreed to add it as a reserve assets that will accumulate, that would not be tied to the budget

- Track expenses and income more clearly, categories much better aligned in quickbooks too
- Another meeting with finance committee once budget approved, to better determine the \$6000 reserve already putting \$16k from HST rebate

CRA – HST resolution

- Back and forth monthly / regularly on HST collected in 2022 by BIA \$2369, had to be submitted
- Initially said we could do it via manual form, monthly meetings because we did not have an active HST number at time, so we should not have charged hst, CRA now says they can process in right place, late fee and penalty and interest
- We are required to fill out tax payer relief (RC2488), form to cancel or waive penalties or interest currently at \$150 in late filing, accumulating interest
- Primarily, HST Collected from vendors at markets – can it be returned to vendors, cumbersome but yes if necessary, times in past where collected, explanation on waiver, to be sent in by kiara, need to report this in case of fee charged
- Copy to Andrea of Relief details
- Thank you for all support to kiara - now bff with CRA

Lead Report: Andrea Dodd

Mostly highlighted on her report

- Snowflakes, revised budget
- Look local spread is out
- Line on budget as regular plus feature, going forward
- Digital main street meeting, targeting new members, grant closes sept 30th for new members; shy foods, scholars education, franchises not eligible for new grant, trying to reach community
- Kelvin meetings;
- pilot budget fund for “Keep Aldershot beautiful” can apply for it to make your place look better \$3000 will be total kitty, various suggestions made
 - o Q: can we be proactive on support
 - o A: Put it out to everyone if meet criteria then we can increase, if the budget is not gone we can be proactive
- Finances and book keeping – Mel and Andrea moved from software to online version, big win, need to add users
- Holiday planter – out in newsletter soon – 35 to 40 for free
- Tree lighting – dana hired to support it contained to 355 plains, lights will be on tree by Oct 31st, option to add strands in budget, snowflake budget shift
- Board member insurance out to tender
- New hire, two solid applications next week for interview, total applicants 6, talked via email, dealt with one directly so far, fine to have someone later then November, Andrea knows personally and meeting other shortly feels good about progress and quality
- More on board report, everything organized and settled, lots of new questioning and digging in, reflects city approach
- Great point; 2023 is a little unique for budgeting, due to personnel changes and lack of budget tracking support, but we are confident we are under budget, great structure in place moving forward, we are still on track, future more transparent
- Take a T-shirt or two on way out – take a couple on way out, draws and give aways remainder of 2023, not going to charge, maybe in future runs

- Consider paying two tshirt plus fees, stock at BIA head quarter
- Heidi – traffic to bia head quarters
- Miriam to post to her staff

New Business: None

Next Meeting Date: November 9th, 2023 – Zoom