

St. Thomas downtown

DEVELOPMENT BOARD

HISTORIC DOWNTOWN ST. THOMAS

2023

ANNUAL GENERAL MEETING



GRAYDEN LAING | ESTABLISH MEDIA

Presented January 31, 2024

St Thomas Downtown Development Board
545 Talbot Street, St Thomas ON N5P 3V7
516-633-5248

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www.DowntownStThomas.ca



St. Thomas downtown

DEVELOPMENT BOARD

January 31, 2024

On behalf of the St Thomas Downtown Development Board, I welcome you to our 2023 Annual General Meeting.

The St Thomas Downtown Development Board is a volunteer based Committee of Council tasked to (a) oversee the improvement, beautification and maintenance of municipally-owned land, buildings and structures in the area beyond that provided at the expense of the municipality generally; and (b) to promote the area as a business or shopping area.

Your DDB Board has been extremely busy throughout 2023, working to make our downtown a vibrant place to work, invest and shop. 2023 saw a large portion of our Downtown undergo 6 months of construction that has created a fabulous new streetscape. Many businesses, drawing from the struggles of the pandemic, found new ways to attract new and existing customers, provide amazing customer service and to move forward with a business plan that can tackle any future problems. Please continue to support our Downtown businesses and Shop Local.

Our Annual Report will provide an overview of the work that has been completed over the past year on behalf of all downtown property and business owners and define the projects and events planned for 2024.

I would like to personally thank the DDB Board of Directors and the many volunteers for their commitment and dedication to our downtown.

Our Board of Directors are committed to developing and implementing plans to promote our downtown and to keeping it looking good. But we can always use your help. Please jump in and volunteer. As you know, more hands make everyone's job easier and we can achieve great things as a result.

Thank you,

Earl Taylor

Earl Taylor, DDB Chair

545 Talbot Street, P.O. Box 520, St Thomas, Ontario N5P 3V7
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ANNUAL GENERAL MEETING
January 31, 2024

AGENDA

1. Call to order at 8:30am
2. Chair Remarks
3. Confirmation of Agenda
Motion to confirm the DDB 2023 AGM Agenda
4. Confirmation of Minutes
Motion to confirm the minutes of the January 18, 2023 AGM
5. Act of the Board
Motion to accept all acts, contracts, bylaws, proceedings, appointments and officers forming the Board of the St. Thomas Downtown Development Board during the fiscal year 2023 as the same, are set out or referred to in the Minutes of the St Thomas Downtown Development Board, or in the financial statements, or in reports submitted to this meeting, be approved, ratified and confirmed.
6. Declaration of Conflict
7. Introductions
8. Goal / Mission / Vision
9. Management Report
10. Promotions Report
11. Beautification Report
12. Open Discussion and New Business
13. Adjournment

**2022 ANNUAL GENERAL MEETING MINUTES
ST THOMAS DOWNTOWN DEVELOPMENT BOARD
WEDNESDAY JANUARY 18, 2023 at 8:00am CASO STATION**

2019 - 2022 Board Member Attendance: Chair - Earl Taylor, Vice Chair - Dave Thomson, Beautification Chair - Grayden Laing, Treasurer - Sarah Van Pelt, Promotions Chair - Susan Boldt, Russ Schnurr, Ian Gillespie, Tina Swaenepoel, Advisors Elle Crevits, Paul Jenkins, Megan Pickersgill, Adrienne Griffin, Duane Orth and Mayor Joe Preston

Regrets: Reza Alavie, Mayor Preston, Sean Dyke

There were 49 business, property owner and board members in attendance.
Reference 2022 Annual General Meeting Report as provided to attendees via email link to <http://Issuu.com/stthomasddb> and on the www.downtownstthomas.ca website.

1. Breakfast was served at 8:00am by Kathy's Catering. The DDB 2022 AGM Meeting was called to order by Chair Earl Taylor at 8:25am.

2. Chair Earl Taylor asked all members to introduce themselves and provided Opening Remarks

3. Confirmation of Agenda:

Motion by Julie Hosford, Seconded by Jolie Inthavong, "To confirm the DDB 2022 AGM Agenda as presented and distributed" Carried

4. Confirmation of Minutes:

Motion by Susan Boldt, Seconded by Dave Thomson, "To confirm the minutes of the January 26, 2021 AGM Minutes as presented and distributed" Carried

5. Act of the Board

Motion by Ian Gillespie, Seconded by Tina Swaenepoel, "That all acts, contracts, bylaws, proceedings, appointments and officers forming the Board of the St. Thomas Downtown Development Board during the fiscal year 2022 as the same, are set out or referred to in the Minutes of the St Thomas Downtown Development Board, or in the financial statements, or in reports submitted to this meeting, be approved, ratified and confirmed."

Carried

6. Declaration of Conflict: None

7. Introductions: Chair Earl Taylor explained what the DDB was all about and details on the source of the Levy funds.

8. Goal / Mission / Vision

Chair Earl Taylor read the DDB Goal, Mission and Vision as developed in the Strategic Plan.

9. Management Report:

Chair Earl Taylor presented the details as outlined in the 2022 AGM Report.

10. Promotions Report:

Chair Earl Taylor presented the details as outlined in the 2022 AGM Report.

11. Beautification Report:

Chair Earl Taylor presented the details as outlined in the 2022 AGM Report.

12. Open Discussion and New Business:

Overall, members were pleased with the actions of the Downtown Development Boards actions through 2022 and look forward to the proposed plans for 2023.

13. Adjournment:

Motion by Russell Schnurr, Seconded by Susan Boldt, "To adjourn the meeting at 9:27am" Carried.

GOAL / MISSION / VISION

Goal

The St Thomas Downtown Development Board is a volunteer based Committee of Council tasked to:

- (a) to oversee the improvement, beautification and maintenance of municipally-owned land, buildings and structures in the area beyond that provided at the expense of the municipality generally; and**
- (b) to promote the area as a business or shopping area.**

Mission

To cultivate a community of all Downtown property and business owners and residents, while advocating, beautifying and actively promoting our businesses and authentic heritage in Downtown St Thomas

Vision

To engage, inspire and welcome our community and visitors to experience Downtown St Thomas as a unique destination

Assessment: \$63,710,836 for 2023 (Reference \$64,745,116 for 2022 and \$64,300,516 for 2021)

216 properties along Talbot Street from First Avenue to Stanley Street and the south side of Curtis Street and the north side of Centre Street.

The St Thomas DDB was formed in 1985.

The DDB Levy is assessed to every property located in the BIA footprint as defined by the City of St Thomas BIA Bylaw. Once the DDB budget is approved, the levy is assessed by the City of St Thomas to the tax bill of all DDB Members based as a percentage of the assessed valuation. As such, every property owner is a member of the DDB and through tenant leases, where the levy is passed along to the tenant, business owners are also a member of the DDB. Businesses located in the former Canon Manufacturing location are not included in the DDB footprint.

In the following report, you will quickly see that many of the events and happenings that appear to be supplied by the City or other groups are actually provided by the DDB. Please note that the DDB appreciates the cooperation of the City of St Thomas which allows the DDB to complete these events and projects.

2023 - 2026 BOARD OF DIRECTORS

Earl Taylor - Chair	Coldwell Banker Star Real Estate Member of Special Events Committee
Grayden Laing - Vice Chair	Laing Studios, Establish Media
Tina Swaenepoel - Treasurer	Employment Services Elgin
Jolie Inthavong - Secretary	
Dave Thomson - Promotions Chair	MYFM Radio
Vanessa Buckland - Beautification Chair	Lockwood Books
Reza Alavie	Yurek Pharmacy & Home Healthcare
Renee Carpenter	Jennings Furniture & Design
Jennifer Childs	Purely Wicked
Suzanne Faris	Suzanne Faris - Home Goods Art & Design
Ian Gillespie	Oh My Fur and Whiskers
Duane Orth	Entegrus - Representing Legends Tavern
Russell Schnurr	Fanshawe College - Representing Your Fish and Chips Member of CIP & Municipal Heritage
Sarah Van Pelt	Van Pelt's Business Solutions
Dana Vanzanten	St Thomas Public Library
Mayor Joe Preston	Council Representative
Tara McCaulley	Council Representative

Advisors

Elle Crevits	Small Business Enterprise Centre
Sean Dyke	St Thomas EDC
Adrienne Griffin	St Thomas Parks and Forestry
Paul Jenkins	St Thomas & District Chamber of Commerce
Sarah Lynch	Small Business Enterprise Centre
Sarah Noble	Small Business Enterprise Centre
Megan Pickersgill	Railway City Tourism
Annette Sbarra	Administrator