



WATERFRONT DISTRICT

AGENDA

The Waterfront District BIA

BOARD OF MANAGEMENT MEETING

Monday, February 9, 2026

INVITED: John Murray, Chair
 Thomas Trist, Vice Chair
 Peter White, Past Chair
 Robyn Despins, Director
 Jordan Calonego, Director
 Connor Remus, Director
 Frank Marino, Director
 Andrew Foulds, Councillor
 Kara Pratt, Recording Secretary

TENTATIVE:

REGRETS:

GUEST(S): Daniel Trevisanutto & Sonia Kruger – Our Kids Count (Ribfest)

LOCATION/TIME: Goods & Co – Catered Snacks from off-site at 5:30 pm, in person.

Meeting Link:

Meeting ID:

Passcode:

Item	Description	Action
1.0	Meeting Call to Order and Disclosures of Interest Called to order @	
2.0	Approval of Agenda Motion: 2026- Moved by: Seconded by:	
3.0	Presentations Daniel Trevisanutto & Sonia Kruger – Our Kids Count (Ribfest)	
4.0	Approval of Minutes – January 12, 2026 – <i>sent electronically</i> Motion: 2026- Moved by: Seconded by:	
5.0	Business Arising from Past Minutes	

Item	Description	Action
	Confidentiality Agreement	
6.0	Reports	
6.1	<p>Chair's Report –</p> <ol style="list-style-type: none"> 1. Committee priorities – <ol style="list-style-type: none"> a. Each committee to set up a regular monthly meeting (fixed schedule) b. Create top three priorities for the year c. Create a basic budget – connect with ED for previous budgets, if applicable. 2. Minutes from the most recent Executive Meeting (if applicable) 	
6.2	<p>ED Report –</p> <ol style="list-style-type: none"> 1. Funding – <ol style="list-style-type: none"> a. Canada Summer Jobs - Applied for summer employees and placed in order of priority <ol style="list-style-type: none"> i. Convention and special events planner (Priority: 1) ii. Ambassador x 2 (Priority: 2) iii. Social media coordinator (Priority: 3) iv. Art coordinator - education (Priority: 4) v. Fundraising organizer (Priority: 5) b. NOHFC (no update) 2. Growth / Strat Planning – Ian is willing to present at the AGM 3. Ambassador & Safe Streets actions from Elevate – No update 4. Connaught Square discussion with Waverley Library – Follow up 	
6.2	<p>Finance Committee – Robyn</p> <ol style="list-style-type: none"> 1) Financial Statements – <ul style="list-style-type: none"> o Confidential information related to November & December 2025 Financials distributed and recaptured to members of the Waterfront District BIA Board only on Monday, February 9, 2026 <p>Each Board Member in attendance reviewed the financial documents, initialed and returned the documents to the ED.</p> 2) Sponsorship Requests – <ol style="list-style-type: none"> a) Business: Wiggins Productions <ol style="list-style-type: none"> i) Amount: \$1,000 in BIA BUCKS / 2 events (\$500 per event) ii) Bucks/Advertising: As part of Rainbow Collective's 1st ever Frost Festival (Winter Pride), Drag Bingo, Wed. Feb 25 at Nortenos Cantina (18+), and Diva's Trivia Night: Queer Pop Culture, Thurs Feb 26 at Pocketchange (19+). Both events are free to attend and aim to provide enjoyable experiences that celebrate diversity and promote community engagement within the downtown core. <p>Recommendation: \$1,000 in BIA Bucks – free events, ROI most likely due to the accepting nature of BIA Businesses.</p> 	

Item	Description	Action
	<p>Motion: 2026- Moved by: Seconded by:</p> <p>b) Business: Thunder Bay District Health Unit</p> <ul style="list-style-type: none"> i) Amount: \$200 in BIA Bucks to align with \$200 Gift Certificate Purchase ii) Bucks/Advertising: Waterfront BIA will be highlighted as a sponsor through TBayOnTheMove.ca website, our social media networks and any opportunity we have in any promotion, events or initiatives. <p>Recommendation: Align with past sponsorships of \$200 in BIA Bucks to promote active transportation. Harder push with the accessible streetscapes and bike lock ups on the new streetscape. Potential of collaborative posts.</p> <p>Motion: 2026- Moved by: Seconded by:</p> <p>c) Business: Finlandia Co-operative of Thunder Bay</p> <ul style="list-style-type: none"> i) Mailing Address: 234 Van Norman Street, Thunder Bay, ON, P7A 4B8, Canada ii) Amount: \$500 iii) Bucks/Advertising: We will be advertising our event. iv) Description of Recognition: Display BIA logo on our advertising, and to shout you out before/during the event as one of our sponsors v) Description of Event/project: Annual St. Urho's Day parade and event that will be happening on March 14th, 2026. We will start by holding a parade from Bay and Algoma heading towards the downtown core. Once at Goods and Co, the parade will transition into a party for the afternoon: live entertainment (songs, comedy, dancing, etc.), local vendors, food sales, and more will draw people downtown. The previous two events post-pandemic have attracted more than 200 people. <p>Recommendation: \$250 in BIA Bucks to promote the afterparty.</p> <p>Motion: 2026- Moved by: Seconded by:</p> <p>d) Business: Coopérative Centre francophone de Thunder Bay / Festival BONJOUR</p> <ul style="list-style-type: none"> i) Mailing Address: 234 Van Norman Street, Thunder Bay, ON, P7A 4B8 ii) Amount: 2000 iii) Bucks/Advertising: Support with advertising would be essential 	

Item	Description	Action
	<p>Recommendation: Met with the BIA Marketing Committee. C. Remus to discuss sponsorship proposal - \$2000-\$2500 for assistance with the event.</p> <p>Motion: 2026- Moved by: Seconded by:</p> <p> e) Business: Catholic Women's League of Canada -2026 i) Mailing Address: 358 Hodder Avenue, Thunder Bay, ON ii) Amount: \$3,000 iii) Bucks/Advertising: Yes</p> <p>Recommendation: Awaiting response from the Catholic Women's League of Canada for clarification on the request.</p> <p>Motion: 2026- Moved by: Seconded by:</p>	
6.3	<p>Infrastructure/Beautification Committee – John & Tom</p> <ol style="list-style-type: none"> 1. Court St S adjustments – No update 2. Cumberland St is on the 2026 budget – Information session Feb 10 @ Café Ora 3. Mall St. Moving forward – Artwork to be installed in 2026 (no update) 4. Patios – Request to meet with CoTB administration to discuss 2026-2028 Patio seasons. Sent email, awaiting response. 	
6.4	<p>Marketing, Events & Promotion Committee – Tom, Connor & Maelyn (public)</p> <ol style="list-style-type: none"> 1. Social Media – from the budget up to \$50/ week will be spent to promote the weekend round-up. 2. Clothing options for Board Members/Staff 3. fESTI 4. See Strat Directions for planning events. 	
6.5	<p>Membership Services Committee – Robyn</p> <ol style="list-style-type: none"> 1. CRM – Creating an online form for uploads ((ongoing) no update) 2. New Members – J. Murray & T. Trist update on letter delivery. 3. Associate Memberships 2025/2026 boundary expansion <ol style="list-style-type: none"> a. Rates for 2026 (Two tiers – Tier 1 \$350, Tier 2 \$700) 4. Priorities <ol style="list-style-type: none"> a. Tracking and Engaging with Membership b. Membership Growth and Economic Development c. Value Perception and Member Awareness 5. AGM – Debrief 6. Town Hall – Awaiting CoTB Response for date options. 	
6.6	<p>Safety & Security – Peter, John & Tom</p>	

Item	Description	Action
	<ol style="list-style-type: none"> 1. Chamber Chat w. BIAs, BAs and Mall 2. Connect with Chief Fleury & EMS - Action – Following up on reporting concerns. 3. Ambassador Program – CoTB budget dependent <ol style="list-style-type: none"> a. BIA Ideas <ol style="list-style-type: none"> i. Walk parkades ii. Visit businesses 4. Reporting – Communicate to members that it is needed for stats/funding 	
6.8	<p>Administration</p> <ol style="list-style-type: none"> 1. Board Meeting Schedule – <ul style="list-style-type: none"> o March 9, 2026 o April 13, 2026 o May 11, 2026 o June 8, 2026 o July 13, 2026 o August 10, 2026 o September 14, 2026 	
7.0	Correspondence –	
8.0	<p>New Business – Brew Ha information OBIAA Conference</p>	
9.0	<p>Next Meeting – March 9, 2026</p> <p>Adjournment – Motion: 2026- Moved by: Seconded by:</p>	