

Meeting Minutes
Board of Management
October 12, 2021 Virtual or in-person 6pm

Attendance: Jim Carrington (Co-Chair) – in person; Paul Shettell (Treasurer) – in person; Nancy Dudley (Co-Chair) – virtual; Matt Reaume (Economic Development) – virtual; Connie Beneteau (BIA) – in person; Mike Plante (BIA) – virtual; Marjorie Crew (MCK Council) – virtual; Sgt. Doug Cowell (CK Police) – virtual; and Clair Culliford (Secretary) – in person.

Nancy welcomed everyone for attending tonight's meeting.

A motion was made to Approve the Agenda first by Mike and seconded by Marjorie. All were in favour. Motion was approved.

Sergeant Cowell reviewed the police report that was emailed out to everyone. This month had a number of break and entry and the numbers at the DCC are still up. The new ownership is reporting more than the previous and are staying on top of any issues. As everyone is aware, there will not be any traditional Santa Claus Parades on Municipal property. Reverse parades like other areas have been done successfully. Remembrance Day will be similar to last year, walking across the bridge and back to the Legion. Marjorie discussed the issue in the municipal parking lot and Goldcoast's concern.

A motion was made to Accept the Police Report, first by Clair and seconded by Mike. All were in favour. Motion was approved.

Nancy asked if there were any business arising from the previous Meeting Minutes. Nancy informed the board that the Alley behind the Café is still an open issue and a couple other items will be discussed under the 'Board Reports'. Nancy asked for a motion to approve them as they stand.

A motion was made to accept the Previous Board Meeting Minutes first by Mike and second by Paul. All were in favour and Meeting Minutes were approved.

Nancy asked if there were any declaration of conflict of interest? Seeing none, we moved on.

Board Reports:

Co-Chair: Nancy Dudley reported that emails on the CPTED have been going out and some items are being resolved.

The new lampposts will not assist with pedestrians on the sidewalk and are designed for the benefit of the vehicles. Marjorie looked into whether we could add additional lighting that would benefit dark spaces and sidewalk and was informed that it would not be in our favour to correct (financially).

We looked into the cost of lighting an alley way (example: between the Capitol and AL&L and the Daily Planet building and the old Pawn Shop). Amazon 140 Solar Street Lights 14000 Lumens; Quality 6-per alley; will cost approximately \$3,000. The final conversation

was to table this portion until we understood more about the number it would require to light this length of alley. No decision was made at this meeting.

No benches have been sent to Viltech for repair, therefore we do not have a cost to add an additional armrest at this point.

Secretary: Clair Culliford identified new Covid-19 orders as of Oct. 9, 2021. Clair also informed the board that the CK Senior advertising has fill one page with the membership's subsidized advertising.

Office Update: Connie informed the board that there has been no more information added to the online audit to be completed. The shooting stars should be completed shortly by Blitzen Pro Lighting. The new winter banners have been ordered by Abstract Marketing. Light-Up CK has a virtual meeting scheduled for tomorrow (Oct. 13, 2021). We are working with Blitzen Pro for quotes on 2 12-foot light up, talking Christmas Trees. We are currently writing a grant to receive money to fund the trees but I would request a motion to acquire the money from the budget if the grant fails or comes too late.

A motion was made to approve budget for the two 12' talking Christmas Tree to be paid for by the current BLA budget from Advertising and Marketing if the grant does not come through. First by Marjorie and second by Paul. All were in favour and motion was approved.

Grants written to date: Together CK Grant for RetroFest 2022 was written; a grant for beautification and downtown elements; and the talking trees to bring people downtown. The Ec Dev is working on a grant for an Ambassador and Data Collection for the downtown(s).

We are looking at an alternative to the Santa Claus Parade not being able to happen on Municipal Property this year. However, timeline is now getting tight. We also plan on assisting the businesses if they move forward with the Christmas Open House.

Treasurer: Paul Shettell: Paul has reviewed the Financial Report. The balances are all current and in good standing. This year there were office upgrades completed that needed to be done.

Council Representation-Margorie Crew- discussed the vaccine policy for the Municipality. This will not affect Board of Management unless you are meeting on Municipal property.

Economic Development Representation: Matt Reaume – Reminder about the Digital Main Street program and the ShopHere program. Connie will send the information out again for any new businesses.

A motion was made to accept the Board Reports. First by Paul and second by Jim. All were in favour.

New Business:

Paul informed the Board the 'history' of the request from Mr. Naclerio about the 10-minute parking zone. Under the current by-law, this parking spot is a Loading Zone but signs have not been put up since the bridge-work was started. The signs are going back up soon and a decision must be made if they are going to change this location. Paul informed the Board that the MTO determines how many loading zones per block per businesses. It was determined that this location will remain the same as this is not the BIA's decision to make. Mark C will be informed.

AGM date for 2021 will take place on November 24, 2021 at 6pm via virtual, similar to last year.

Jim made a motion to adjourn this meeting and Clair seconded it. All were in favour and the meeting was adjourned.

Next Board Meeting: November 9, 2021

Signature of Chair:  (electronic signature)

Signature of Secretary:  (electronic signature)