

## Meeting Minutes Board of Management

February 15, 2023 at HDTC-BIA Office 6pm

**Attendance:** Jim Carrington (Co-Chair); Nancy Dudley (Co-Chair); Connie Beneteau (BIA); Clair Culliford (Secretary); Sgt. Renee Cowell; Paul Shettell (Treasurer); Andrew Thiel (Abstract Marketing); Ken Labadie- CK Fire; Anthony Wilson – Ec Dev; Conor Allin -CK Council; Curtis Lemieux (Willy’s 420); and Hetty Hunter – Airline Café.

Nancy called the meeting to order and asked everyone to introduce themselves.

*Nancy asked for a motion to approve the agenda. A motion was first made by was Conor and seconded by Andrew, with a show of hands that all were in favour. Motion carried.*

The Police Report was presented by Sergeant Renee Cowell. She is asking everyone to call on all incidents. Therefore, you will see an uptick in calls. There was an update from a robbery in October 2022. On January 18, 2023 through DNA, the suspect was arrested and charged. Nancy said that she in fact watched the video suggested by Sgt. Cowell called “Vancouver is dying”. Nancy said it was really good. It was all about homelessness and is definitely worth the 50-minute watch.

*A motion was made to approve the Police Report first by Paul and seconded by Clair. All were in favour. Motion carried.*

Nancy asked if there were any business arising from the previous board meeting minutes. There is an action item still on the list from a previous meeting. The request was to write a letter to the landowners to speak to their tenants about putting out garbage early or in a way that the birds or people open the bags and garbage flies everywhere. The office only has mailing addresses for landowners and not email address.

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

Nancy asked if there were any declaration of conflict of interest? Andrew realized that the request to advertise in the Senior Magazine was on the secretary’s reports. Andrew will not vote on the item.

Board Reports: Co-Chair: Nancy said that, “As we have a lot to discuss this meeting, we will move onto the other reports.”

Secretary: Clair reported that we had an email from a business downtown during the partial closure of King from 5<sup>th</sup> to Wellington due to Bell infrastructure going in. The request was that we put out a social media post explaining to the general public how to get around the closure with a map. We did this through our Facebook page and it did receive a lot of traffic. So, we have to assume that the post was well received and the member was satisfied. Hetty asked if the complaint come from her business. The response was “no.” She did inform the board that her business dropped over ½ normal sales due to there being no-parking at all for

her customers. Paul said that there are plans for 2 more Bell boxes planned to go in. Nancy said that infrastructure will happen and continue to cause these closures. It was mentioned that there was no work being performed for two full days. The answer to that was it takes 2 days for curing of cement.

Clair brought forth the proposal from CK Senior Magazine if the board wanted to advertise in it the Spring issue? The deadline is March 1 so it cannot be deferred to next month's meeting. Therefore, a motion was made to move forward with the Senior Magazine in the same fashion where we offer it to the membership at a discounted rate and the BIA pays the difference.

*First to make the motion was Paul and second was Hetty. Andrew abstained and all remaining were in favour to move forward with the advertising.*

There was another email from a member from 4<sup>th</sup> Street near the river. They are having troubles with people making fires and urinating. They called the police and sent messages to the BIA and the Mayor, wondering if there is something more, we can do to stop this. Sgt. Cowell said security cameras and lighting are your best bet. Curtis reiterated that they see this a lot at night. His place has security and lighting.

PAWRs would like to do a downtown event showing off their dog available for adoption. It was suggested we find out what they plan on doing and see how we can assist. Perhaps we can put it out to the membership to see what they would do. Andrew suggested we could have fun with that idea of dogs downtown like "Instagram at Retro Suites", etc.

Office Updates: Connie: Suggestion for next AGM from Maggie Downey.

Audits were discussed again as the BIA's audit were paid originally through the levy. We paid every year but after 2019, Deloitte no longer wished to complete BIA's audit. Then we had to hire a third-party auditor and completed 2020 which cost several thousands of dollars. Now we are working on 2021 which we hope to complete by May which will result in another bill of several thousands of dollars. While these costs are from items from previous years, they do not show up in the current Budget VS Actual. However, it is reflected in the current bank account.

RetroFest – Rims & Ribs seems to be very well received by the public. We will be having a media release on Thursday Feb. 23 identifying the changes for this year and our partners. It was asked in a previous meeting: "What are other BIAs doing about increased costs and budgets?" There was a OBIAA Zoom meeting and the question was put to several other BIAs on that meeting. The answers were: most BIAs are in the same situation. Some were looking for sponsorship to help make the budget go further; St. Catherine's increased theirs by 6%; another requested a 3.5% increase, giving them an added \$20,000; Peterborough said that everyone should be doing a 2% increase every year. "No increase is actually a decrease because of inflation as it is added to everything you buy and do; Oakville increased this year 3% after last year's increase of 2%.

Treasurer: Paul Financial Report – Bank account is low but we will be okay. We applied at TD for a Credit Card. With the changes since the pandemic, we really had no choice as so many things now are done online.

Looking at the Levy increase, we need to start now to figure out how we can stay afloat and viable. Any changes will need to be put forward to the membership 90 days before the AGM. Our two options are to increase the Levy/eliminate cap or increase the area/expand the boundary. We need to reach out to Judy with scenarios.

Lights (in the trees) downtown options. Paul suggested that perhaps we can look at the lights that Crowfest already purchased and see if we can get them put up all year-round. Maybe a smaller section for this year and remaining areas, the following year.

MCK Representatives:

Council: Conor Allin as asked what the taxes were for 2023. His response was 5.64% for 2023.

Economic Development: Anthony Wilson – said that if we are to ‘grow’, infrastructure is very important. Fergie Jenkins Celebration is planned for June 10<sup>th</sup>. We should ask members what they think we should do to help draw attention and tourism attraction to our downtown businesses. There will be ‘big names’ coming to our downtown.

Economic Development is also looking at a Business Summit in April. Anyone who owns a business; growing a current business; looking for marketing, HR or bookkeeping information to help their business will all be in one place.

Chatham-Kent Fire: Ken Labonte – In January the number of fires reported were down.

*A motion was made to approve the board reports first by Jim and second by Conor. All were in favour.*

Nancy asked if there were any additional/new business anyone wanted to report on? Hetty said that the downtown has a huge issue with garbage and garbage being opened and released onto the street. She said that her garbage is continually ripped open so she moved it to the opposite side of the street with less issues. Hetty suggested that maybe we can create a program to “adopt a section”. The business can have a little plaque and be responsible for that area. No further discussion was done at this time.

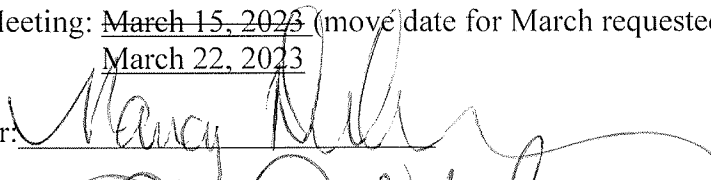
Seeing no other new business, Nancy asked for a *motion to adjourn the meeting*, *The motion was made first by Paul and second by Conor. All were in favour and meeting was adjourned.*

**Meeting Adjourned.**

Next Board Meeting: ~~March 15, 2023~~ (move date for March requested)

March 22, 2023

Signature of Chair:



Signature of Secretary:

