
Meeting Minutes
Board of Management
June 13, 2022: HDTC-BIA Office 6pm

Attendance: Nancy Dudley and Jim Carrington (Co-Chair); Connie Beneteau (BIA); Clair Culliford (Secretary); Andrew Thiel (Abstract Marketing); Liz Nauta (The Myrtle Flower Shop); Conor Allin (CK Counsel); Anthony Wilson (Ec. Dev.) and Paul Shettell (Treasurer)

Nancy called the meeting to order.

Nancy asked for a motion to approve the agenda. A motion was first made by was Clair and seconded by Andrew; all were in favour. Motion carried.

Sergeant Renee Cowell was unable to attend but had forward her monthly updates which was sent out to the board before the meeting. Anthony mentioned that it appears the “smashing of windows”, have increase outside of the BIA boundary.

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

Nancy asked if there were any business arising from the previous board meeting minutes. Connie mentioned that the topics will be discussed in new business.

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

Nancy asked if there were any declaration of conflict of interest? Everyone was asked if they have previously signed the confidentiality form and everyone one had. Seeing no other concerns, we moved onto the Board Reports.

Board Reports: Due to time restraints of this meeting, Nancy as Chair and Clair as secretary had no reports.

Office Update: RetroFest: Rims and Ribs update: According to the majority of the public, everyone loved the combination of the two events. It was meant only for one year due to the Tecumseh Park being shut down to large events this year but the consensus is that they should stay combined. More conversation will need to be had between the two groups. No decision has currently been made for next year. There was some discussion about the Rims and Ribs name. We have some of the largest turn-outs with the additional day (Fri-Sat-Sun) and the weather was perfect (which also helps an outdoor event succeed). Fergie statue day was also a success. Crowfest is in the beginning stages but the Gala and the Old Crows Tea and in full swing. Between Connie and Michelle, we have now completed 3 years of audits in a 6 month timeframe. We are just waiting to hear from Baker Tilly if they need anything else for 2022 and then we will be up to date with our third-party audits. Now word from the Municipality on reimbursement for paying Deloitte.

Treasurer: Paul Shettell: Financially we are good. We will still need to pay Baker Tilly which will be the 3rd Audit payment for this year as catchup. We just need to watch our spending. We all know costs continue to go up and the budget has remained the same for many years now. That is a problem we need to resolve.

MCK Representative: Conor followed up with the Municipality on the parking reserves. There is no way the reserves can be used for anything other than what is in the by-law. He is still waiting to hear about the light-request for downtown. The intension for the lights for the first year is TD building to Sonya Roe (approximately). There is three things in the way of putting up the lights: permission from the Municipality and permission from the building owners and electricity costs.

MCK Representative: Anthony said that they would like to do another Small Business Expo. The first year was a learning curve. Andrew mentioned that we should check out Paris Ontario. Their city is comparable to ours but they have tons of people downtown all the time. We are missing a couple of things but we have a great base.

MCK Fire Rep: Prevention Chief, Ken Labonte was unable to attend.

A motion was made to approve the board reports first by Paul and second by Clair. All were in favour. Reports were approved.

New Business: Connie showed the board the work Liz has been doing with the cement planters and the corner of the parking lot #5. Connie also pulled up the mural documents when they were first done and we would need to get permission to reproduce the work. Connie suggested that maybe we do a collage of events and make it look like a painting. Andrew made a list of “possible ideas” like Art Sculptures, Walking Tours, 20 Sights with QR Codes, Restock outdoor furniture (*garbage, benches, ash-urns, banners*), Matching Totes for all the businesses with branding, Fencing and Solar Generators (rent-out for events), Murals, Over Street Lighting, Barricades, Mobile stage (Municipality has purchased), Unfortunately funding was contingent on parking reserves. Grants maybe another possibility or even private business sponsorship.

This board wants to leave the downtown in a much better place in the next four years. Nancy mention rebranding also. Clair mentioned getting Hedden Maintenance in a better position with proper equipment to keep the downtown clean. Clair also asked about by-laws for damaged buildings. “Prime Space and Simply Shoes” need some repair and shouldn’t be left like that.

We would like to see: Clean, Comfortable, Safe and an Attractive Downtown. We need to continue to be relevant to our community.

Is it possible for a BIA to do fundraising to help the Board make money to support extra projects that benefit the downtown? Can we get feedback from the businesses? Do a survey? We will create a survey to see what is important to them and give them the things they want.

Paul mentioned we will look into Lambton College and getting a co-op student.

Nancy asked for a motion to take a summer break for the Board from July and August Meetings. If something needs to be taken care of during that time, a meeting can be called,

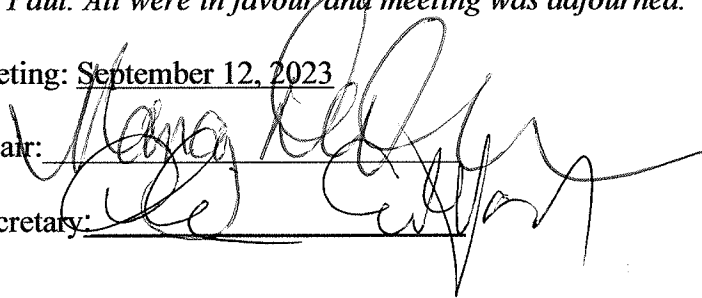
emailed for consensus, or set up a meeting online. The motion was made first by Paul and second by Andrew. All were in favour and motion was approved.

Nancy asked for a motion to adjourn the meeting, The motion was made first by Clair and second by Paul. All were in favour and meeting was adjourned.

Next Board Meeting: September 12, 2023

Signature of Chair:

Signature of Secretary:

The image shows two handwritten signatures in black ink. The top signature is for the Chair and the bottom signature is for the Secretary. Both signatures are written over horizontal lines. The Chair's signature is more complex and cursive, while the Secretary's signature is simpler and more direct.