
Meeting Minutes

Board of Management

September 12, 2023: HDTC-BIA Office

Attendance: Nancy Dudley and Jim Carrington (Co-Chair); Connie Beneteau (BIA); Clair Culliford (Secretary); Andrew Thiel (Abstract Marketing); Liz Nauta (The Myrtle Flower Shop); Anthony Wilson (Ec. Dev.); Sergeant Rene Cowell (CK Police); Curtis Lemieux (Willy's Cannabis Supply Co.); and Paul Shettell (Treasurer)
Guests: Carol Hall (Jazz Bah) and Lucinda Harp (Boardwalk Condos)

Nancy welcomed everyone for coming and called the meeting to order. As we had some new people attending our board meeting, we did a quick introduction of each person attending.

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

Sergeant Renee Cowell reviewed the monthly status report for the downtown area. The numbers were slightly down in calls for July to August. The bike patrol was out in the efforts to decrease the number of incidents and to assist with complex social disorder issues. It was asked "if the bike patrol could walk, appose to bike?" Sgt. Cowell said that there is no way to cover the amount of ground they need to cover if they walked and prioritize the areas of concern. Biking is the most efficient way however she does understand that engagement with business owners is important but they have to man for the best use of their time. One of the guests stated that they seen 5 to 10 kids hanging around by the water. Sgt. Cowell suggested that they call the non-emergency number 519-352-1234 ext.9 but to remember that all calls are by priority. We continue to encourage everyone to call in any suspicious activity. A conversation was discussed about the Boardwalk Condo buildings and the garage doors and the activity around the cenotaph.

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

Nancy asked if there were any business arising from the previous board meeting minutes.

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

Nancy asked if there were any declaration of conflict of interest? Seeing none, we moved onto the Board Reports.

Board Reports

Co-Chair: Nancy updated everyone on the new businesses in our downtown.

Secretary: Clair identified to the group that Goldcoast Fashion is doing a Fashion Show and the charity of choice is the Hospice. They have requested a donation from the BIA. Our marketing material is low and we would need to purchase more but we do not have the time before they need the donation. He asked if we could purchase items from downtown to produce a basket for them. Anthony said that he could get one from Economic Development for us.

Correspondence from Floredana.Ungureanu@ontario.ca on a Third Party Notification-Freedom of Information Request – Ministry of Tourism, Culture and Sport File# MTCS 23-023 RE: Reconnect last year (filed in Reconnect 2022 file). Together CK Grant is due early this year and will be written for RetroFest 2024. Due date is October 5.

Any Property standards or issues with buildings, call 311 to report. Truth & Reconciliation is Sept.25-30. Clair shared the Windsor BIA and how they are generating money with “tiny buildings/garden sheds” and renting them out to small businesses that otherwise can’t afford brick and mortar building. They rent them each for \$300 per month. Just a different idea to think about.

Office Update: Connie: in the past we have been asked to move many **benches** as businesses do not want the ‘unwanted persons’ or ‘questionable activity and littering’ happening at those benches. A couple years ago we removed a bench in front of Vickie’s Tattoos because of the young girls working there were not comfortable. Then recently Propel Marketing on the same street had the same concerns so we removed that bench to a new location. A resident between those two businesses is unhappy and wants the bench back. We, nor the Public Works wishes to continually move benches back and forth. For now, that bench will not be put back on 4th Street. Since we have replaced all the **garbage receptacles** with the grey plastic ones, we have had 5 burned to the ground by ‘accident’ or vandalism. Neither ourselves or Waste Connects have any remaining in stock to replace those lost. Tilbury is just getting these bins and removing the metal ones so I have asked Waste Connections if we were to put it in the budget for next year, maybe we can have them shipped in at the same time as Tilbury’s order to save shipping costs. Unfortunately, Tilbury’s have already been ordered. Rob Lozon is not there right now but has promised to look into it. We need to add this into the AGM for the increase in costs. Note: Franks Music Centre wants his garbage receptacle back. His was an issue with obstructing a fire hydrant so that bin will not be replaced.

The Chatham-BIA and Tilbury BIA were invited to the Windsor/Essex BIAs meetings. This was very informative to learn how different every BIA works. They have an initiative to share each other’s social media with a **Small Biz Week**. Connie asked if we could build a basket of “Chatham” stuff as a prize, up to \$250.00 worth. As it is under \$1500, no motion was required. Connie will move forward on that cross-advertising initiative with Windsor/Essex.

Mural update: After a few meetings, it was determined that the Chamber of Commerce no longer has any responsibilities to the old murals from 2005. Costing will be approximately \$21,000 and we have promised ½ of that now. Next step is to secure the other ½ needed to complete the job. Then we can determine what will go up, how we will determine who’s art and duration of panels (life cycle).

Crowfest October 11-15 is coming soon. We have invited all the businesses to participate in decorating their window/door front as well as Art & Heirloom Shoppe has asked if they want to participate in a passport they are doing. The roads will be closed for Oct. 13 & 14 for vendors/stages/and activation spaces; **Home For The Holidays** will be November 16th and **Santa Parade** will be November 17. The Kingsville Essex Marching Band can not attend and the Port Huron Marching Band (while they are a smaller group since Covid), are looking into costs and boarder restrictions, if any.

We have requested a **Co-op Student** starting in January until April 19, 2024. We have three opportunities for compensation. Co-op students can do the job for free; pay per hour worked or a gift at the end of the term. A motion will be made at a later date if amount is over our \$1500 per our procedures.

Treasurer: Paul reviewed the financials. Both Paul and Nancy said that all accounts look in good state.

MCK Representative: N/A

MCK Fire Rep: N/A

MCK Representative: Anthony said that Ec. Dev. Would like to do another CK Business Summit in November 2024. Ec. Dev. Just did a presentation on Growing Communities-Keeping the Tills Ringing and the Community Swing. It was all about how little dying towns rejuvenated themselves and how important community was. One place had artists paint silos and people came for all over to see these pieces of artwork. Connie said, "our mural" can be our attraction if done right through and with the community.

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

New Business:

Parking changes Simcoe Lane and up 4th Street. It was requested by a business owner to have all the parking down Simcoe Lane changed from 24-hour parking to 2-hour parking like all other parking downtown. Andrew asked the board, "would you rather have a 2-hour parking to have your customers come in shop, go and make room for a new customer or have one person just park there for days on end, not giving customers chances for parking? The ones who had businesses agreed, the 2 hours for their customers would be better. This change would make all of downtown uniform in its parking. Engineer would need to confirm all spots including the ones that have a "sign" for personal parking is approved by the city. City would then need to include all parking down Simcoe Lane and 4th Street is covered by parking enforcement.

A motion was made to request the Municipality to change the current parking by-law for the Downtown Chatham BIAs area to a 2-hour parking maximum for uniformity. This would include Simcoe Lane and all of 4th Street. The motion was first by Andrew and second by Paul. All were in favour. Motion was passed.

AGM will be November 29, 2023 and a morning meeting as last year was an evening. (8am) Connie will determine the location.

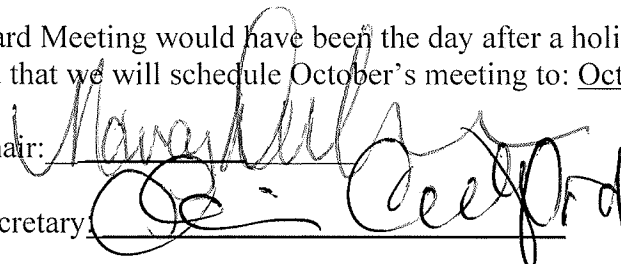
Nancy asked if there were any other 'new business' to discussion. A small conversation was about fundraising opportunities but no further steps were discussed.

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

As the next Board Meeting would have been the day after a holiday and followed by Crowfest, it was determined that we will schedule October's meeting to: October 17, 2023

Signature of Chair:

Signature of Secretary:

Handwritten signatures of Nancy and Paul. Nancy's signature is written over the line for the Chair's signature, and Paul's signature is written over the line for the Secretary's signature.