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## Meeting Minutes

### 2022 Annual General Meeting

### Historic Downtown Chatham ~ BIA

November 23, 2022 – Capitol Theatre 6pm

Attendee: Nancy Dudley – HDTC-BIA; Renee and Doug Cowell – CK Police; Tricia Xavier – The Purple Pansy Flower Boutique; Paul Shettell – HDTC-BIA; Jim Carrington – Sons of Kent & HDTC-BIA; Liz Nauta – Myrtle Flower Market; Marjorie Crew CK Council (Board); Curtis Lemieux – Willy’s 420 Shoppe (Board); Sandy Rader – Enchanted Emporium; Rachel Caidler – Fuel 4 You+; Mary Lynn Anderson – Barrypatch Boutique; Mel Charette – Fuel 4 You +; Patricia Clark – Collins Clothier; Boe Clark; Connie Beneteau – HDTC-BIA; Alison Terfloth and Erica Myers from the Capitol Theatre.

Nancy called the meeting to order and thanked everyone for coming and taking time out of their busy schedule. Nancy introduced herself and Jim Carrington as the Co-chairs.

Nancy asked for a motion to approve the agenda for tonight’s meeting.

*A motion was made by Paul and was seconded by Tricia. All were in favour. The agenda was approved.*

Nancy asked if there were any business arising from the AGM Meeting Minutes 2021.

Seeing none, Nancy asked for a motion to approve the minutes from the 2021 Annual General Meeting.

*Rachel motioned to approve the minutes from 2021 and seconded by Tricia. Nancy asked if all were in favour? All raised their hands, and the motion was carried.*

Nancy asked if there were any declaration of Conflict of Interest. Seeing no response from the members attending, Nancy moved forward to the Police Report. Sergeant Cowell explained that he has been with the BIA Board for 3 years now. He said that the Executive Team represents all of the businesses downtown. He added that they have an incredible amount of passion. “From an outside perspective, they do an amazing job”, said Sergeant Cowell.

Sergeant Cowell continued with the report stating that from January to October most of the issues have been related to social disorder which is dealt with differently than things like property crime and bar issues. Outreach has been contracted to go to the individuals and they have trained staff that are better to deal with those specific issues. Doug mentioned that the police are seeing less tents than before. The downtown camera systems are working but are not monitored 24/7 and some hook up still need to be completed.

Tricia asked how long does the recording stay available? Rachel asked if they were in specific locations? Doug assured everyone that they are not aimed-up at apartment levels. He also explained that if this goes well, more communities will be next.

If you are on-line reporting, you cannot use this system if you have them caught on camera. You must then call a dispatcher. If you have a home camera, you can register it with the police.

There is also a registry for a vulnerable member with their picture and information. There is a bike registry that you can register the serial numbers to prove the bike belongs to you. Clearance checks can also be done online.

Other programs: Community Safety and Wellbeing

CPTED is an audit done to show area that can help identify ways to make them safer or encourage use of lighting for safety. Anyone can take a CPTED course and he highly recommends that we have several property managers take the course.

Sandy asked if our streets are patrolled at night? The police presence is based on call volume. Bike patrols are more efficient. "Walking the beat is old school" and "bikes are faster". Putting up motion sensor lights work well as long as they can't reach or remove the bulbs. Renee added you need to take away spaces they can hide in the shadows.

Pat asked for suggestions to handle people they don't want in their stores. Doug suggested you don't confront them, put a call into the police. You may ask them to leave but only if you have that comfort level. Sergeant Cowell reiterated, "It's okay to call".

*Nancy asked for a motion to approve the police report. A motion was made first by Paul and seconded by Marjorie. Nancy asked if all were in favour? All raised their hands, and the motion was carried.*

Rachel introduced herself as the caterer for tonight's meeting. She is from Fuel 4 You+. She is working with other businesses like Boondock Preserves and Jen's Keto Kitchen. They have supplied some samples for free.

Co-Chair Remarks: Jim said that he is proud to be part of this (HDTC-BIA). "The deal was, once I got the sidewalks downtown, he would cease (the HDTC-BIA), but he has not and is still active!" He identifies new people at the meeting who have started businesses downtown and continues to be encouraged.

Jim stated, "as Doug has said, he has seen how hard working the process is but we never give up." Jim said that "I believe CK is not finished yet". Never before have we had police sit on our board for input and sharing of information. Jim said, "be encouraged that the people on the board go above and beyond". Jim also thanked Marjorie for "sticking with us". Jim acknowledges the level at which she runs the HDTC-BIA. "She is the boss". "I have seen Connie tearing down garbage in the park at midnight." Jim doesn't want to miss acknowledging anyone, as everyone does a lot behind the scenes that people may never really know.

We went around the table and had everyone introduce themselves.

Board Reports: Nancy: The HDTC-BIA is part of many things but we focus around the 5 pillars. Advocacy, Communication, Events, Marketing & Advertising and Revitalization & Beautification. We are part of many meetings that affect our downtown. We have had challenges with the lighting downtown. We do what we do for the good of the "greater" community and not the individuals. Most people think that the Municipality would produce banners and put-up benches and ash trays but they would not. That is a BIA's function. Even the flower baskets flow through the BIA.

Nancy asked for a motion to approve the Board Reports so far.

*A motion was made to approve the Board Reports first by Tricia and seconded by Marjorie. All hands were raised in favour. The motion was approved.*

Financials – Paul introduced himself as the former business owner of the Downtown Deli. He explained that when he got involved with the HDTC-BIA, we started with a zero budget. We are now at an \$80,000 budget and have been there for several years. We all know everything has gone up in costs and it is difficult to maintain that amount. That Levy comes from taxes to the property owners. Paul stated “for future reference, Connie raises almost as much money as the Levy that we receive”. The 2023 budget is proposed here at this meeting but we will only be able to be maintained with little increases compared to the actual cost of living increases. The overall budget was reviewed by all in the package.

Paul asked if there were any questions? Seeing none, Nancy asked for a motion to approve the 2023 Budget.

*A motion was made by first by Marjorie and second by Rachel. All were in favour and the Budget was approved.*

Nancy asked if there were any new business to discuss? There are a couple of business owners interested in being on the Board for 2023. Andrew Thiel sent his interest in an email because he was unable to attend the AGM due to another commitment at the same time. Liz also acknowledges her interest in becoming a board member. It was asked if there were any other nominees? Seeing none, we closed the nominations.

*Marjorie made a motion to accept them as board members. Paul second the motion. All at this meeting approved them to become board members.*

Jim made closing remarks: We work and think with passion and commitment. We know the struggles are real and thank you for putting up with “me” all these years.

With no other questions or comments, Nancy asked for a motion to adjourn.

*Motion was made to adjourn first by Tricia and seconded by Rachel. All were in favour.*

Meeting adjourned.

Next Board Meeting: December 6, 2022