



Historic Downtown Chatham BIA
237 King St. West, Chatham, ON N7M 1E6
bia@bellnet.ca

Meeting Minutes
Board of Management
May 14, 2024 at HDTC-BIA Office 6pm

Attendance: Andrew Thiel (Co-chair); Jim Carrington (Co-chair); Kaitlin Goulet (BIA); Clair Culliford (Secretary); Curtis Lemieux (Willy's & BIA), Anthony (Economic Development), Conor (MCK Representative), Sergeant Kyle Wright (CK Police), Zak Owen (Landlord), Liz Nauta (The Myrtle Flower Shop), Ken Labonte (CK Fire), Lucinda Harp (Boardwalk Condo & BIA), Jennifer Cobb and Karen Kirkwood-Whyte (St. Andrew's & BIA Assoc. Member)

Guests: Wanda, Sharon, Pierre Ragot (Hello Network)

Jim called the meeting to order.

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

Pierre Ragot presents Hello Network, a gift card program for businesses downtown. The BIA has previously done gift card programs and is not interested in investing further at this time.

Sgt. Kyle reviews the total calls and notes there's been a big jump in calls from last year. Some members have concerns about the legitimacy of a business, which Kyle reminds everyone that action has been taken and there are protocols in place that must be followed.

Jim asked for a motion to approve the police report. A motion was first made by Ken and seconded by Paul; all were in favour. Motion carried.

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.

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

Board Reports: Andrew (wellington encampment); it's getting worse. Brent's came repeatedly to clean up the area. Andrew has talked to a lawyer about the volunteers and the liability that comes with cleaning up the encampments. Brent is willing to come again on Tuesday before RetroFest, however the business owners most affected by the problem are asking that nothing be done, to force the public to see it and address it.

Conor explains that not much can be done until it goes to a provincial or federal level. Board members suggest leasing the parking lot for \$1 or \$2 to one of the surrounding businesses, but Conor has already brought this idea forward and is unable to move forward with it. Andrew stresses if anything can be done, to please do it.



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Office Update: Kaitlin: looks for direction on dates, information to include for the “What is a BIA” Event. and it’s suggested that she hold a pre-survey to see what issues/ questions business owners have, and host the event during the week, in the evening. She let’s everyone know that a RetroFest manual will be sent out in advance. Devin from ReKindle’s marketing team has created samples of what parking maps could look like for businesses downtown to share with their customers; this is sent out later to the board members.

Treasurer: Paul Shettell: There is nothing outstanding. Paul reminds everyone that we may need to worry about finding a different office, which would require an increase in the levy. Says all the basics are intact. Zak suggests a remote office, or a hybrid opportunity.

MCK Representatives: Conor: the CCT cameras with the police force have been approved and are supposed to be in operation within the next 6 months. Conor is asked when the municipality will move downtown, to which he replies that it will likely be at least 2 years from now. Anthony: doesn’t have an update. Prevention Chief Ken Labonte talks about one fire related to the encampment.

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

New Business: R.O.C.K. Missions is hosting the 50/50 raffle for RetroFest. The board members are asked to volunteer. The Boardwalk and Sons of Kent offered to host. Andrew and Paul make everyone aware of that “RetroFest” is a trademarked name and cannot be used without permission; if you see it being used, contact Paul. In the agenda, there is an error with the next meeting dates; there will be one more meeting in June before meeting again on September 10th.

A motion to adjourn was first made by Paul and seconded by Clair. All were in favour. Motion approved.

Meeting Adjourned.

Next Board Meeting: September 10, 2024

Signature of Chair: _____

Signature of Secretary: _____