



## MINUTES

**REGULAR MEETING OF KINGSVILLE BIA  
TUESDAY, SEPTEMBER 11, 2018 AT 6:00 P.M.  
Carnegie Arts & Visitor Centre, 28 Division St. S, Kingsville, Ontario**

**A. CALL TO ORDER**

Beth Riddiford called the Meeting to order at 6:00 pm with the following persons in attendance:

Members of BIA Board: Beth Riddiford, Roberta Weston, Gord Queen, Heather Brown, Tony Gaffan, Trevor Loop

Regrets: Izabel Muzzin

Absent: Brian Sanford

Guests:

Members of Administration: Christina Bedal

**B. DISCLOSURE OF PECUNIARY INTEREST**

Beth Riddiford reminded members that any declaration and its general nature is to be made prior to each item being discussed.

**C. DELEGATIONS**

**D. AMENDMENTS TO THE AGENDA**

**E. ADOPTION OF ACCOUNTS**

**BIA Coordinator** – Re: BIA Accounts as recorded in the monthly period ending August 2018. **BIA- 062-2018** MOTION BY TREVOR LOOP AND SECONDED BY TONY GAFFAN TO APPROVE THE ACCOUNTS FOR AUGUST 2018. **CARRIED**

## **F. STAFF REPORTS**

### **1. BIA Coordinator Christina Bedal – Re: Monthly Activity**

The Coordinator presented her written report.

### **2. COUNCIL REP Gord Queen and Tony Gaffan shared the following points.**

- Town Christmas Tree approved by council
- KEDC cancelled
- Meet the Candidate event is September 13
- BIA Lease approved by council
- Parks and Rec Consultant is engaged by the town
- Youth Council Coalition of Canada
- Outdoor Artwork in parks report in progress
- Tourism Round table took place
- Toast of Kingsville is September 26<sup>th</sup>
- Applefest is September 29-31
- Cottam revitalization committee and plan was recognized
- Veteran banners
- Lighthouse may move to Mettawas park

### **3 EDDK – Heather Brown and Trevor Loop updated that the swine and wine event went well, and EDDK is catering Toast of Kingsville and the KEDC is cancelled. Gift certificate promotion at Christmas time will involve three schools and more members are joining the group.**

### **4 CARNEGIE SOCIAL – very well attended and very well received as the last social of the year, learning allot and planning for the future is in discussion. Donation will go to Lions project.**

## **G. BUSINESS/CORRESPONDENCE – ACTION REQUIRED**

## **H. MINUTES OF THE PREVIOUS MEETINGS**

**BIA-063-2018** – motion to approve the minutes from the August 14, 2018 meeting made by Trevor Loop and seconded by Tony Gaffan. **CARRIED**

## **I. BUSINESS/ CORRESPONDENCE - INFORMATIONAL**

## **J. NEW AND UNFINISHED BUSINESS**

### **1. Kingsville Pocket Map –**

- Map has been distributed

### **2. Lease Amendment Request –**

- New lease was approved by Council and signed by BIA Board
- Coordinator to contact CAO to pose question about the shared telephone line and to include a list of furniture to be attached to the lease

### **3. Flower Program Ideas 2019**

- Flower ideas will be provided to Coordinator for next year and process to commence

### **4. Discover Kingsville Holiday Guide 2018**

- Coordinator to pursue alternative guide covers

### **5. Strategic Plan**

- Survey reviewed and suggestions made by board members

### **6. BIA Coordinator Vacation**

- Week of November 17<sup>th</sup> and past Coordinator will cover three days at three hours

### **7. Safety Concerns**

- Coordinator to send letter to Police Committee regarding speeding
- Coordinator to send letter to Council requesting cross walks installed

### **8. Budget 2019**

- Coordinator to prepare a document for next meeting and discussion took place regarding items to include

### **9. Christmas Parade Float**

- **BIA-064-2018** Motion by Jason Martin and seconded by Trevor Loop to decline hosting a float in the parade. **CARRIED**

### **10. Content Insurance**

- **BIA-065-2018** Motion by Tony Gaffan and seconded by Roberta Weston to obtain content insurance through town provider at \$50/year. **CARRIED**

**K. Adjournment**

**BIA-066-2018** Motion by Tony Gaffan and seconded by Roberta Weston to adjourn the meeting at 7:40 p.m. **CARRIED**



**CHAIR, Beth Riddiford**



**RECORDING SECRETARY, Christina Bedal**