



## MINUTES

**REGULAR MEETING OF KINGSVILLE BIA  
WEDNESDAY, DECEMBER 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 6:04 pm with the following persons in attendance:

Members of BIA Board: Beth Riddiford, Roberta Weston, Laura Lucier, Heather Brown, Tony Gaffan, Trevor Loop, Izabel Muzzin, Brian Sanford

Regrets:

Absent: Jason Martin

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. DISCLOSURE OF PECUNIARY INTEREST**

Andrew Plancke from the Town of Kingsville attended the meeting where discussion took place regarding new banners for 2019, flower placements for 2019, bench pricing and process.

**F. ADOPTION OF ACCOUNTS**

**BIA Coordinator** – Re: BIA Accounts as recorded in the monthly period ending November 2018. **BIA- 078-2018** MOTION BY TREVOR LOOP AND SECONDED BY HEATHER BROWN TO APPROVE THE ACCOUNTS FOR NOVEMBER 2018. **CARRIED**

**F. STAFF REPORTS**

1. **BIA Coordinator Christina Bedal – Re: Monthly Activity**  
The Coordinator presented her written report.

2. **COUNCIL REP**  
Tony Gaffan reviewed his report

- 3 **EDDK**  
Heather Brown and Trevor Loop updated that the gift certificate promotion has concluded and the Santa dinner was a success.

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

**H. MINUTES OF THE PREVIOUS MEETINGS**

**BIA-079-2018** – motion to approve the minutes from the November 14, 2018 meeting made by Tony Gaffan and seconded by Roberta Weston. **CARRIED**

**I. BUSINESS/ CORRESPONDENCE - INFORMATIONAL**

1. **Business Registry Notifications** – copies provided

**J. NEW AND UNFINISHED BUSINESS**

1. **BIA Dollar Promotion**

- Updated the program and receipt of dollars being processed to date.

2. **2019 Budget**

- Draft budget was reviewed and discussed
- **BIA-080-2018** – motion to accept the draft budget made by Brian Sanford and seconded by Trevor Loop. **CARRIED**

**K. Adjournment**

Meeting adjourned at 8 pm.

  
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**CHAIR, Beth Riddiford**

A handwritten signature in blue ink, appearing to read 'CBedal', is positioned above a horizontal line.

**RECORDING SECRETARY, Christina Bedal**