



MINUTES

REGULAR MEETING OF KINGSVILLE BIA

WEDNESDAY, APRIL 9, 2019 AT 6:15 P.M.

Carnegie Arts & Visitor Centre, 28 Division St. S, Kingsville, Ontario

A. CALL TO ORDER

Beth Riddiford called the Meeting to order at 6:15 pm with the following persons in attendance:

Members of BIA Board: Beth Riddiford, Laura Lucier, Tony Gaffan, Trevor Loop, Izabel Muzzin, Jason Martin, Maria Edwards, Amanda Everaert, Sarah Trudell, Paul Thompson

Regrets: Roberta Weston, Heather Brown

Absent:

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

F. ADOPTION OF ACCOUNTS

BIA Coordinator – Re: BIA Accounts as recorded in the monthly period ending March 2019.

BIA-097-2019 – Motion by Trevor Loop and seconded by Izabela Muzzin to approve report. **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

Trevor Loop updated that the group is becoming more organized and more members are looking to join.

G. BUSINESS/CORRESPONDENCE – ACTION REQUIRED

1. Patio Request – Wineology- reviewed and discussed by the Board. BIA Coordinator instructed to provide a written response to Town of Kingsville.

2. Associate Membership Application – Viewmaster Window Cleaning

BIA-098-2019 – Motion by Jason Martin and seconded by Izabela Muzzin to approve application. **CARRIED.**

H. MINUTES OF THE PREVIOUS MEETINGS

BIA-099-2019 – motion to approve the minutes from the March 12, 2019 meeting made by Maria Edwards and seconded by Izabela Muzzin. **CARRIED**

I. BUSINESS/ CORRESPONDENCE – INFORMATIONAL

1. Letter to CAO – Copy

2. BIA quoted in Perspective Article – Copy

J. NEW AND UNFINISHED BUSINESS

1. BANNERS

- BIA Coordinator to get pricing to do up to 6 different design styles
- Sarah Trudell to speak to ASK for ideas of design
- BIA Coordinator to speak to Chapman Signs for design ideas
- **BIA-100-2019** – motion to made by Jason Martin and seconded by Tony Gaffan to hire Chapman Signs to work on banners. **CARRIED**

2. TALL SHIPS

- BIA Coordinator updated on progress in planning
- **BIA-101-2019** – motion to made by Trevor Loop and seconded by Maria Edwards to hire Piper Band to perform for Highland Games for \$200. **CARRIED**

3. PENS

BIA-102-2019 – motion to purchase 500 promotional pens made by Tony Gaffan and seconded by Maria Edwards. **CARRIED**

4. SPRING GUIDE

- BIA Coordinator to ask Windsor Life to consider doing a Kingsville Page

5. FACELIFT GRANT

To be covered at May meeting

6. COUPON BOOK

- BIA Coordinator to obtain pricing to print this type of book

7. GRAFFITI

April 10th graffiti is to be removed from property where permission forms have been returned by property owners.

8. BLOOD DONOR CLINIC

The BIA will sponsor a clinic in July

9. POP UP BEST PRACTICES

Board was provided a draft of best practices to review.

J. ADJOURNMENT

BIA-103-2019 – motion to adjourn at 8:00 PM made by Izabela Muzzin and seconded by Maria Edwards. **CARRIED**

A handwritten signature in cursive script, reading "Beth Riddiford", positioned above a horizontal line.

CHAIR, Beth Riddiford

A handwritten signature in cursive script, reading "C. Bedal", positioned above a horizontal line.

RECORDING SECRETARY, Christina Bedal