



COMMITTEE MINUTES

KINGSVILLE BIA
MARCH 10, 2020 @ 6:15 P.M.
Carnegie Arts & Visitor Centre, 28 Division St. S, Kingsville

A. CALL TO ORDER

Beth Riddiford called the Meeting to order at 6:16 p.m. with the following Members in attendance:

MEMBERS OF BIA BOARD:

Beth Riddiford
Councilor Tony Gaffan
Councilor Laura Lucier
Heather Brown
Roberta Weston
Trevor Loop
Amanda Everaert
Jason Martin
Dave Debergh
Maria Edwards
Izabel Muzzin
Sarah Trudell

MEMBERS OF ADMINISTRATION:

Christina Bedal
Sarah Haeffling

Absent:
NONE

Guests:
NONE

B. DISCLOSURE OF PECUNIARY INTEREST

Beth Riddiford reminded the Committee that any declaration is to be made prior to each items being discussed and to identify the nature of the conflict, if any, as the agenda items come forward.

C. PRESENTATIONS/DELEGATIONS

1. NONE



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D. AMENDMENTS TO THE AGENDA

1. NONE

E. ADOPTION OF ACCOUNTS

1. **BIA Accounts** – RE: Budget actuals ending FEBRUARY 2020

BIA-175-2020 Moved by Trevor Loop, seconded by Heather Brown to receive the accounts ending February 2020

CARRIED

F. STAFF REPORTS

1. CHRISTINA BEDAL PRESENTED HER REPORT- Community support, Committees and meetings; Membership support and interactions; Project updates; 2020 AGM event update, Administrative work update; BIA Dollars; Associate Membership Invoices, hiring and training of the replacement Coordinator.
2. TONY GAFFAN PRESENTED HIS REPORT – It was shared that there had been meetings regarding ERCA annual report, light pollution presentation, meeting regarding significant event status for 2020 events, updated the designation status of 183 Main Street East, updated that council received fees and by-laws with amendments removing discount for rent of the Carnegie for BIA Members, updated the floating dock is in progress, the Christmas tree program progress and that the greenhouse policy official plan and zoning by-law is in progress.

3. EDDK REPORT – Izabela Muzzin updated that March 10, 2020 is the EDDK AGM.

G. BUSINESS/CORRESPONDENCE – ACTION REQUIRED

1. MUNICIPAL SERVICES BANNER POLICY from Shaun Martinho dated February 18, 2020 RE: Seeking BIA input.

The board reviewed the policy and had no additional changes or recommendations. The board asked the Coordinator to seek clarification if the BIA signs/banners were exempt from the fees.

2. GATEWAY SIGNS COMMUNICATION from Shaun Martinho dated February 24, 2020 RE: Seeking BIA Input

The Board reviewed the communication and requested the Coordinator update Mr. Martinho that there are no plans to replace the gateways signs at this time nor is there an expectation for the Town to repair them based on the condition evaluation provided by Mr. Martinho. The Coordinator was asked to look into possible grant money for possible future sign options.

H. MINUTES OF THE PREVIOUS MEETING

1. Kingsville BIA Meeting Minutes—February 11, 2020

BIA-176-2020 Moved by Roberta Weston, seconded by Heather Brown to receive the minutes of the Kingsville BIA Meeting dated February 11, 2020

CARRIED

I. NEW AND UNFINISHED BUSINESS

1. BIA DOLLAR PROGRAM REVIEW – Information was provided to the Board regarding the impacts and effects of the last two years of the program. Discussion took place where the Coordinator is to plan to do additional social media advertising for the next program and to add a line to the participant list highlighting the expiration date. Changes to the maximum amounts sold took place and the plan was made to seek some legal advice regarding administration of the expiration dates.

BIA-177-2020 Moved by Jason Martin, seconded by Trevor Loop to change the maximum amount of BIA Dollars to be sold per customer to \$1500 effective for the 2020/2021 Program Year.

CARRIED



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BIA-178-2020

Moved by Roberta Weston, seconded by David Debergh that the BIA Coordinator seek legal advice regarding the best practices to manage expiration dates and reimbursements.

CARRIED

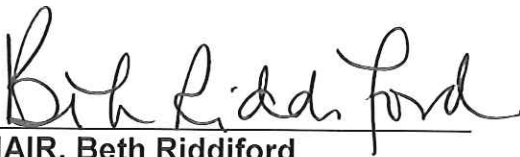
2. BOARD OF MANAGERS ATTENDANCE REPORT – a report was provided to show attendance record.

J. NEXT MEETING DATE

The next meeting of the Committee will be held on Wednesday, April 15, 2020 at 6:15 PM

K. ADJOURNMENT

The meeting adjourned 7:17 p.m.



CHAIR, Beth Riddiford



RECORDING SECRETARY,
Sarah Haefling