



COMMITTEE MINUTES

KINGSVILLE BIA
JANUARY 12, 2021 @ 6:16 P.M.
Carnegie Arts & Visitor Centre, 28 Division St. S, Kingsville

A. CALL TO ORDER

Beth Riddiford called the Meeting to order at 6:20 p.m. with the following Members in attendance:

MEMBERS OF BIA BOARD:

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

MEMBERS OF ADMINISTRATION:

Christina Bedal
Councilor Laura Lucier

Absent: NONE

Guests: John Norton, Karen Loney

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

NONE

D. AMENDMENTS TO THE AGENDA

NONE

E. ADOPTION OF ACCOUNTS

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



COMMITTEE MINUTES

BIA-208-2021 Moved by Trevor Loop, seconded by Roberta Weston to receive the accounts ending DECEMBER 2020

CARRIED

F. STAFF REPORTS

1. BIA COORDINATOR PRESENTED HER REPORT- Membership renewal update, administrative duties updates, membership support and communications updates, BIA Dollar contest, January promotion progress.
2. TONY GAFFAN PRESENTED HIS REPORT – Updated that budget discussions are to being, Cottam residential growth and that a change has been made so that the Committee Chair and member of administration need to be in the same room for a meeting to happen.
3. EDDK REPORT – Updated gift card promotion was successful.

G. BUSINESS/CORRESPONDENCE – ACTION REQUIRED

1. FACELIFT GRANT REQUEST from Mark Olivito Dated November 2020 RE:
Seeking Approval

BIA-209-2021 Moved by Izabela Muzzin, seconded by David Debergh to approve \$500 reimbursement.

CARRIED

H. MINUTES OF THE PREVIOUS MEETING

1. Kingsville BIA Committee Meeting Minutes—December 8, 2020

BIA-210-2021 Moved by Roberta Weston, seconded by Jason Martin to receive the minutes of the Kingsville BIA Meeting dated December 8, 2020

CARRIED



COMMITTEE MINUTES

I. NEW AND UNFINISHED BUSINESS

1. 2021 ASSOCIATE MEMBERSHIP UPDATE – invoices have been sent out
2. 2021 AGM – discussed virtual options

BIA-211-2021 Moved by Jason Martin, seconded by Roberta Weston to postpone AGM until March 2021 due to covid

CARRIED

3. BIA DOLLAR PROGRAM- program is progressing well.
4. CO-OP STUDENT AND VOLUNTEER – both are in place and very productive and helpful
5. BIA EMAIL ALTERNATIVE – we are not able to have a town email address. If issues continue an alternative email will be created.
6. OPEN STREETS FEEDBACK – report was provided to the Board for review
7. SOCIAL MEDIA ROADMAP 2021 – February through May social media plans were discussed.

BIA-212-2021 Moved by Roberta Weston, seconded by Izabela Muzzin to approve \$200 for I Love That Place Contest prizes.

CARRIED

8. PRINTER CONTRACT RENEWAL 2021 REMINDER – options were presented and discussed



COMMITTEE MINUTES

BIA-213-2021 Moved by Jason Martin, seconded by Izabela Muzzin to not renew the current contract and purchase a black and white printer to a maximum of \$300.

CARRIED

9. HANGING PLANTER HOOK QUOTE – Jason Martin will look into other alternatives

ADDITIONAL ITEMS:

NONE

J. NEXT MEETING DATE

The next meeting of the Committee will be held on Tuesday, February 9, 2021 at 6:15 PM via zoom.

K. ADJOURNMENT

The meeting adjourned 7:55 pm.

CHAIR, Beth Riddiford

**RECORDING SECRETARY,
Christina Bedal**