



COMMITTEE MINUTES

KINGSVILLE BIA
AUGUST 10, 2021 @ 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
Amanda Everaert
Maria Edwards
Izabel Muzzin
Dave Debergh
Roberta Weston

MEMBERS OF ADMINISTRATION:

Christina Bedal
John Norton

ABSENT:

Jason Martin

REGRETS:

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

JOHN NORTON attended to explain committee structure changes.



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D. AMENDMENTS TO THE AGENDA

NONE

E. ADOPTION OF ACCOUNTS

1. **BIA Accounts** – RE: Budget actuals ending July 2021

BIA-239-2021 Moved by David Debergh, seconded by Amanda Everaert to receive the accounts ending JULY 2021

CARRIED

F. STAFF REPORTS

1. BIA COORDINATOR PRESENTED HER REPORT- Membership update, administrative duties updates, membership support and communications updates, upcoming promotions, sponsorship update, budget preparation, decals being distributed, Trevor Loop has resigned from the BIA Board, sidewalk sale.

BIA-240-2021 Moved by Heather Brown, seconded by Maria Edwards to submit a request to Council for Financial Covid Relief Grant for all Kingsville businesses.

CARRIED

2. TONY GAFFAN PRESENTED HIS REPORT – Updated on new management hires at the town, fire fest, Kingsvilleworks report, housing rezoning requests and 183 Main update.
3. EDDK REPORT – group meeting in person and starting work on upcoming gift card promotion for this year.



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G. BUSINESS/CORRESPONDENCE – ACTION REQUIRED

BIA-241-2021 Moved by Amanda Everaert, seconded by Roberta Weston to approve \$500 of Facelift Grant to The Chop Shop.

CARRIED

H. MINUTES OF THE PREVIOUS MEETING

1. Kingsville BIA Committee Meeting Minutes—July 13, 2021

BIA-242-2021 Moved by Tony Gaffan, seconded by Heather Brown to receive the minutes of the Kingsville BIA Meeting dated July 13, 2021

CARRIED

I. NEW AND UNFINISHED BUSINESS

1. COORDINATOR WORK HOURS

BIA-243-2021 Moved by Tony Gaffan, seconded by Heather Brown to approve 28 hours of paid work per week for the BIA Coordinator effective immediately.

CARRIED

2. TOURISM GRANT REQUEST UPDATE – to proceed

3. FALL BIA DOLLAR PROGRAM DISCUSSION – to begin preparing agreement for businesses and a survey to be sent out to the membership to assist the Board in future planning of this program

4. 2022 BUDGET PREPARATION DISCUSSION – next month final budget will be presented



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5. PROMOTION WORK UPDATE FOR REMAINDER OF 2021

BIA-244-2021 Moved by Amanda Everaert, seconded by Roberta Weston to approve \$5100 to apply to Reindeer Games activities.

CARRIED

ADDITIONAL ITEMS:

NONE

J. NEXT MEETING DATE

The next meeting of the Committee will be held on Tuesday, September 14, 2021 at 6:15 PM in person at Carnegie Welcome Centre.

K. ADJOURNMENT

The meeting adjourned 8:21 pm.

Beth Riddiford

CHAIR, Beth Riddiford

Christina Bedal

**RECORDING SECRETARY,
Christina Bedal**