



MINUTES

REGULAR MEETING OF KINGSVILLE BIA TUESDAY, JANUARY 9, 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 6:02 pm with the following persons in attendance:

Members of BIA Board: Tony Gaffan, Beth Riddiford, Tim Sala, Brian Sanford, Heather Brown, Roberta Weston, Trevor Loop, Larry Patterson.

Regrets: Gord Queen, Mike Lauzon

Absent: Jason Martin, Izabel Muzzin

Guests – Peggy Mierlo-West

Members of Administration: Carolyn McGillivray

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

1. **FACE LIFT GRANT – CHIAROSCURO.** Board felt the signage and painting was all just part of opening a new business and therefore not eligible for a face lift grant.
BIA-001-2018 – motion to deny the application made by Tim Sala and 2nd by Roberta Weston. CARRIED
2. **ASSOCIATE MEMBERSHIP** was approved for the Woodbridge House.
BIA – 002-2018 – Motion to approve associate membership to Cathy Baskin at the Woodbridge House made by Roberta Weston and seconded by Heather Brown.
CARRIED

3. **BIA-003-2018** – Motion to approve artist Gerald Enns to display in our gallery, made by Tony Gaffan and seconded by Tim Sala **CARRIED**
4. **BIA – 004-2018** - Associate Membership approved for New Life Treasures, Custom Blinds once the proper application is completed and membership fee is paid. Motion by Tim Sala and seconded by Roberta Weston. **CARRIED**

E. ADOPTION OF ACCOUNTS

BIA Coordinator – Re: BIA Accounts as recorded in the monthly period ending December 31, 2017.

BIA- 005-2018 Motion by Tim Sala and seconded by Roberta Weston, to approve the accounts. **CARRIED**

F. STAFF REPORTS

1. **BIA Coordinator Carolyn McGillivray** – Re: Monthly Activity

The Coordinator presented her written report.

2. **COUNCIL REP Tony Gaffan** – classes will be held at the arena for training in CPR, Using a defibrillator, etc. at a cost of \$100.00 per person.
Council has been working on community transportation
There is a new video in production featuring Kingsville
3. **EDDK** – Heather Brown reported that they have finished the gift card promotion and it was very successful earning \$10,000.00 for Jack Miner School, \$4800.00 for Kingsville Public School. Several members are partnering with ASK on their Follow your Heart promotion.

H. MINUTES OF THE PREVIOUS MEETINGS

BIA-006-2018 – motion to approve the minutes from the December 12, 2017 meeting made by Roberta Weston and 2nd by Tim Sala. **CARRIED**

I. BUSINESS/ CORRESPONDENCE - INFORMATIONAL

1. Businesses are to contact Town Hall directly when they have problems. This is not a function of the BIA. In the case of snow removal, every business is responsible for removing the snow in front of their business and putting down salt on any ice.

The coordinator will send information to the businesses and Peggy said she would come up with a policy which then will be shared with the membership.

2. Councilor Patterson inquired about brick sales, and suggested if they have slowed down dramatically, we could perhaps consider lowering the price if someone was purchasing more than one. The Board questioned whether or not this would be fair to people who have already paid full price. Carolyn reported that we have sold 220 to date with another 200 – 250 available.

J. NEW AND UNFINISHED BUSINESS

1. Rental of a Portion of our space – Peggy Mierlo-West

- Peggy advised that the town cannot do anything else with the building without the approval of the BIA. The “Laws” with the Sun Parlour Folk festival would like to rent a portion of the main floor near the stairway going down to the washrooms for one day a week at present at a rate of \$350.00 per month. This rental would be paid to the town and used for maintenance in the building – specifically a cleaning service. They would have to provide their own furniture and filing cabinets. Carolyn advised that the Laws still have a corner upstairs where they have left a variety of things and although had been asked several times to remove them, they are still here. Peggy volunteered to take these things with her tonight. No further delivery of packages has occurred. Peggy confirmed that they would not have a key to the building. When asked what would happen if they needed in and the coordinator was not at work, she replied that someone from the town would come and let them in.
- The Laws want to be in this building because it is convenient for them and they like the location.
- Heather stated that she was against the plan.
- Beth reminded us that the public washrooms in the Carnegie are town property and yet we have to clean them. She also commented that to date the Volunteers for the Folk Festival coming to the Carnegie are never the same person, so we would never know who was coming into our space.
- Tony recommended that we turn the use of the building back to the town and just rent the corner we presently use. Peggy advised that all it would take to change the lease is a letter to council.
- Trevor agreed and thought that the more people/businesses in the building the better. “The more the merrier”, it would keep the building active and vibrant.
- Peggy told us she would like to put 2 incubator business in the downstairs area.
- The Board would like to see an example of a new rental contract prepared by the town come to us to review.

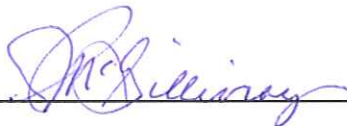
2. **AGM** – Carolyn has reserved Pelee Island Winery small downstairs room for February 20 from 6 - 9 p.m. The winery has not yet called back about charges.
- **EDDK** has agreed to do food to go with the wine.
 - Different formats were discussed, and many thought that a speaker and then round table discussions would be most informative.
 - Suggestions for a guest Speaker included Paul Foster of Essex, Terry Colasanti, and Karolyn Hart of Inspire Hub.
 - We will choose the Customer Service Hero of the Year and present her with a plaque.

K. Adjournment

BIA-007-2018 Motion by Brian Sanford and seconded by Tim Sala to adjourn the meeting at 7:50 p.m. **CARRIED**



CHAIR, Beth Riddiford



RECORDING SECRETARY, Carolyn McGillivray