



## LEAMINGTON BIA Board Meeting *MINUTES*

**Thursday, August 18, 2016 8:45am**

Gabriele Furniture Board Room, 55 Talbot St W, Leamington ON

1. **CALL TO ORDER** – Chair Lisa Bradt called the meeting to order at 8:49 a.m.  
Attendance:  
Members of B.I.A. Board: Shelly Gabriele Gale, Lisa Bradt, Gerard Rood, Stephan Viselli, Pat Vance, Wendy Parsons  
Members of Council: Bill Dunn, Hilda MacDonald  
Members of Administration: Kelly Baillargeon  
Guests: Chad Riley, Cindy Lasi  
Absent: Shawn Bodle, Ursula Tiessen, Jacqui Galy
  
2. **AMENDMENTS TO THE AGENDA**  
No amendments were presented.  
  
**Moved by G. Rood, seconded by P. Vance to approve agenda** **CARRIED**
  
3. **REVIEW & APPROVAL OF PREVIOUS MEETING MINUTES**  
Board of Directors Application forms were given to members to complete and submit.  
Minutes and applications will be emailed to Leamington Clerk Brenda Percy.  
  
**Moved by L. Bradt, seconded by P. Vance to approve minutes and submit with applications** **CARRIED**
  
4. **REPORT FROM COUNCIL REPRESENTATION**  
The Downtown revitalization meeting will be held tonight by Council.  
Board members were encouraged to attend.  
There will be a release of preliminary drawings for the proposals.  
Council is also to approve the retaining a consultant.  
There will be opportunities for more input from the public in the future.  
No new information has been given on the uptown garbage collection project.
  
5. **TREASURER'S REPORT**  
Shelly Gabriele provided her updated report. She noted that expenses for the block party were approximately \$17,000 versus the budget amount of \$14,000.  
  
**Moved by P. Vance, seconded by L. Bradt to accept report** **CARRIED**
  
6. **B.I.A. MEMBERSHIP REQUESTS/COMMENTS/CONCERNS**
  - a) A business on Nelson Street that asked about using vacant uptown windows for advertising.
  - b) Concern regarding Nelson/Erie Street traffic/request for stoplight. It was advised that the Engineering Department from the Municipality was contacted. Due to the proximity of the main intersection and the intersection with John Street, installation of another traffic light is not practical. John Pilmer is looking into a pedestrian crossing with flashing lights similar to that for the Talbot Street West location at the hospital. A future follow-up may be warranted.

- c) Culture Crawl – It was noted that participation for this has been declining. They are now looking at a Friday night evening presentation from 4 PM to 8 PM to be held on September 30. Aleksander Estate Winery would come to the event. They are looking at not just having exhibits but demos as well. They are looking at community Art in the Park. They have also approached Mastronardi Winery and may contact another winery for set up somewhere else uptown. There are also trying to get food vendors involved. They need businesses to provide areas where the artists can set up.  
Passports will be available at the Arts Centre. Participants turn in their passport at the end and they will have prizes. The culture promotion is all across Canada.  
Horse racing –The BIA board of directors has been requested by The Lakeshore Horse Racing Association to participate at one of their events.

**Moved by G. Rood, seconded by P. Vance to delay consideration CARRIED**

- d) Business startup education was discussed. The new business licensure requirements may address this concern. There will be a requirement that you cannot rent a place without a license for it first. Businesses and landlords will find out what they need to do once some enforcement of the new requirements takes place.

## **7. UPTOWN BLOCK PARTY REVIEW**

Great turnout during the Night Market as well as the Poker Run and Concert

The day events were not well attended but overall a huge success

It was observed that some businesses closed early.

23 locations for the poker run

It was suggested that the Hogs for Hospice should be contacted and asked to list us as a sponsor of the event.

Committee will follow up with the Hogs for Hospice Committee and the Municipality to plan for next year

## **8. PROJECT UPDATES & ADDITIONS**

- a) Annual Business Guide – Once Gingersnaps has produced business featured photos, they are to be send to Speed print for use in the Business Guide as well as promotion on Social Media.  
b) Parking signage- Two quotes for the signs with the information attached to the agenda that was sent out

It was suggested that we work with Public Works for installation

**Moved by L. Bradt, seconded by G. Rood for the Board to follow up on Customer Parking signs with the Municipality. CARRIED**

- c) BIA Bucks- It was suggested that the promotion run from November through December. The bucks are printed by the end of September. It will cost \$8.50 for every \$10 sold. The BIA makes up the 15% difference. Businesses collect the bucks from RBC. The BIA pays for the printing. We have budgeted \$3750 for \$25,000 in bucks.

## **9. CURRENT/ONGOING CONCERNS**

It was mentioned that the property standards and signage by-laws are still in the works. We have met with the Municipality to discuss abandoned vehicles and trailers being used for storage. By-law enforcement is issuing orders that are good for a year to prevent people from repeating the same offense.

**10. B.I.A. BYLAW REVIEW/UPDATE REQUEST**

The Coordinator, Board Chair and Treasurer will schedule a meeting the Brenda Percy the Municipal clerk to discuss the document requirements for the current BIA Bylaw.

**Moved by L. Bradt, seconded by G. Rood** for the Board to follow up on review of the B.I.A. bylaw and schedule a special meeting for review. **CARRIED**

**11. NEW BUSINESS**

The Chamber of Commerce Business Excellence nominations are due by September 7.

The awards will be scheduled for later this year.

The BIA Board sent thank you cards for the S.E.C.C. and the Chamber to recognize them and thank them for organizing the volunteers needed for the uptown block party.

**12. ADJOURNMENT**

10:20AM **Moved by S. Gabriele, seconded by G. Rood** to adjourn **CARRIED**

*Next Board Meeting Date SEPTEMBER 22, 2016*