



LEAMINGTON BIA Board Meeting *MINUTES*

Thursday, SEPTEMBER 22, 2016 8:45am

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

- 1) **CALL TO ORDER** – Kelly Baillargeon called the meeting to order at 8:50 a.m.

Attendance:

Members of B.I.A. Board: Shelly Gabriele Gale, Lisa Bradt, Gerard Rood, Stephan Viselli, Pat Vance, Jacqui Galy, Wendy Parsons

Members of Council: Bill Dunn, Hilda Macdonald

Members of Administration: Kelly Baillargeon

Guests: Chad Riley, Cindy Lasi, Chad Robinson

Absent: Shawn Bodle, Ursula Tiessen,

- 2) **AMENDMENTS TO THE AGENDA**

Item 6 was amended to show September instead of October

Moved by G. Rood, seconded by P. Vance to approve amended agenda

CARRIED

- 3) **REVIEW & APPROVAL OF PREVIOUS MEETING MINUTES**

Moved by J. Galy, seconded by Chad Robinson to approve meeting minutes and submit to Leamington Clerk

CARRIED

- 4) **REPORT FROM COUNCIL REPRESENTATION**

Hilda MacDonald discussed the flickering lights on the entrance signs. The company that supplied them has gone out of business and the municipality is searching for alternatives. The garbage work is in progress. The municipality is working with Windsor Disposal Services on this. The municipality is also working with the taxis companies for a bylaw to raise the standards of service.

Lisa Bradt asked about business licenses and was advised that there is no new information.

Moved by G. Rood, seconded by L. Bradt to accept report

CARRIED

- 5) **TREASURER'S REPORT**

Kelly Baillargeon reviewed the budget handout. The BIA Bucks are up to \$25,000. Lisa advised that they went to the Christmas parade meeting. The BIA will sponsor the parade for \$1000. This amount has been provided for in the budget.

Moved by J. Galy, seconded by P. Vance to accept report

CARRIED

6) BIA MEMBERSHIP REQUESTS/COMMENTS/CONCERNS

- a) South Shore Health Centre Grand Opening Request Monday, September 26 2pm-6pm. Kelly Baillargeon and Pat Vance will be attending the open house on behalf of the BIA Board

Moved by J. Galy, seconded by L. Bradt to have Kelly get \$60 worth of flowers for the opening of the Centre. **CARRIED**

7) BIA BUCKS

- a) Participation - there are 12 businesses on board so far. Kelly will send out an email again.
b) Procedures - Kelly advised that the BIA Bucks are in \$10 denominations with a cost of \$8.50 at the Royal Bank of Canada (RBC). She also provided further details.
c) Radio Campaign - Stephan was not available to provide an update.

Moved by G. Rood, seconded by L. Bradt to have Kelly resend the email notice to businesses. **CARRIED**

8) PROJECT UPDATES & ADDITIONS

- a) Uptown Sound System - Kelly advised that the fire department went out and all the speakers work but are not connected up. They are looking at a radio station to play Christmas music that businesses can play through the speakers. It was suggested that the 2017 capital budget include funding for this system. Kelly will talk to JDC and follow up with the fire department.
b) Christmas Pots - Lisa noted that most businesses buy their pots from DeGoey. Kelly will contact DeGoey for a quote including removal to do the pots.
c) Annual Business Guide - The business guide will come out soon and a draft will be sent out to the board members for review.
d) Parking Signage - two examples of the parking signage were provided for review. Kelly will talk to public works about installing the signs. The majority of people at the meeting preferred the "shop local shop Leamington" version.

Moved by G. Rood, seconded by P. Vance to use the "Shop Local Shop Leamington" version of the sign **CARRIED**

- e) Sip & Swirl Event in Partnership with Arts Centre - Chad Riley explained this event which includes wine sampling and learning to paint images. Chad suggested that they could do it on October 28 and then again in February. The events normally last 2 to 3 hours and start at 7 PM. Platters of snacks and treats can be provided possibly by the BIA. He suggested February 10 for the second date. He asked that any suggested names be provided within the next week., A suggestion was made to call the event "play like van Gogh".
f) Radio Campaign Fall/Winter Spots - Kelly noted that we are waiting for Stephan to provide information.
g) Business Numbering in Partnership with Fire Department - the fire department had students help with the work this summer. The cost will be approximately \$10 per sign paid by the BIA.

9) BIA BYLAW REVIEW/UPDATE REQUEST

- a) Meeting with Clerk - Kelly noted that they have not been able to set up a date for the meeting. Shelly, Lisa and Kelly will meet with the clerk when a date and time can be established.

10) CURRENT/ONGOING CONCERNS

Lisa commented that business registration action is helping. Some businesses have opened without proper license. Chad Robinson suggested that we need bylaw changes and then

enforcement applied. Cindy questioned whether the BIA can have a sticker for businesses that are approved such as “BIA approved”.

Lisa commented that the municipality is also working on the property standards by-law.

11) NEW BUSINESS

Kelly suggested that we come up with criteria for business approval. We can also get pricing for the stickers. Shelly suggested that we have a link on the website for the criteria.

It was noted that the Christmas parade is on November 26 and the theme is “celebrate our community”. There is a \$50 cost per business to enter the parade. It is not necessary to have a float and a small display would be acceptable. Lisa suggested that we do a sponsorship for a banner from the BIA. Wendy will arrange to do this and send an invoice.

Kelly noted that \$351 was collected for the Hospice during the block party event and has been sent to them.

12) ADJOURNMENT *Next Board Meeting Date October 20th 8:45am*

Moved by G. Rood, seconded by L. Bradt to adjourn meeting at 9:50.

CARRIED