

Attended: Erin Burke, Suzanne Clarke (Secretary), Sandy Mackenzie, Councillor Norris. Cindy Robinson (Treasurer), Derek Smith (Chair), Connie Ward,

Regrets: Jasmine Gaudet, Mary Beth Trendos

Staff: Nikki Jackson (BIA Manager) and Bethany Hanman

1. Call to Order: meeting called to order at 9:02 AM by Derek Smith, Chair.
2. Declaration of Quorum: There was none
3. Approval of Agenda – approved as presented
4. Declaration of Interest – none declared
5. Approval of Previous Meeting Minutes
 - a) February 28, 2023

Motion to accept minutes of February 28, 2023 as presented.

Moved by Suzanne Clarke

Seconded by Sandy Mackenzie.

Motion passed.

6. Correspondence
 - a) Community Partnership Program Letter - waiver of fees
 - b) Amico Project Notification Letter was received stating that work will start on Mill Street
 - c) James Street Road Closure (ToHH): Correspondence had been received from the Town of Halton Hills re: road closure due to the Town House development project.

Staff reported that information will be shared with membership via bi-weekly newsletter

7. Financial Report – Cindy Robinson, Treasurer

Motion to accept February 28, 2023 financial statements as presented.

Moved by: Cindy Robinson

Seconded by: Derek Smith

Motion passed.

8. Manager's Report – Nikki Jackson, Manager, reported on a few highlights from the monthly report.

- a) BIA closure - Nikki reported that the Windsor and Ottawa BIA has closed. She did not have any details at this time.
- b) Crime Prevention Meeting: Staff reported arrangements had been made for Cst. James De Dieu, the Community Mobilization Officer in Georgetown, to present to BIA members on improving safety and reducing crime risks. This presentation would be taking place on March 28, 2023

9. Business Arising

a) Patio Programs Update and Feedback.

- Emailed and in person visit with restaurants
- Take out restaurants not interested also do not want road
- Not interested in parking spot closure
- Meeting with ED ToHH staff, including Damian, Erin, and Allison, Derek Smith and Suzanne Clarke to discuss patios.
Next step to Survey restaurants to see if road closure on Thursday in the summer, if interested then survey all membership to see if they are interested. Then determine next steps.

b) D&O Liability Insurance and content Insurance Updates

- It was reported that staff is still working on quotes to bring forward for approval. Derek directed staff to have a recommendation asap in order that a decision could be made by Friday, March 24, 2023. The absence of this insurance puts the directors at risk.

c) Hybrid Board meeting proposal

- Staff represented a report on the cost of hosting hybrid board and committee meetings
- The cost overall cost for the necessary equipment and set up was \$1600
- A discussion of the board determined that the zoom meetings were working well and enabled board members to attend.
- It was determined that the aim would be to have at least one in person meeting a year, possibly June or September

10. Council Update – Councillor Norris

- Councillor Norris reported that he had met with Damian Szybalski, Commissioner of Business, Environment and Culture, a few times to understand his role as the Mayor’s representative on the Board of Management of the Downtown Georgetown BIA

11. Committee updates

- a) Marketing and Events Committee – Suzanne Clarke, Committee Chair

- Suzanne reported that committee is meeting tomorrow and will be re-assessing the priorities of the 2023 work plan
- Suzanne reported that the Executive had met with staff to review the funding of the Palooza event slated for July 14. The event will proceed with the funds allocated in the 2023 budget. Staff are prepared with their planning should additional monies become available from outstanding grant applications

b) Farmers Market – Nikki Jackson, Manager

- Staff reported that to date 90 applications had been received
- April 3rd is the last day for applications
- April 5th the committee will be reviewing any “grey area” applications
- Special theme days and activations are being planned

c) Strategic Plan Committee

- covered under New Business

d) Beautification Committee

- Staff reported that, with the resignation of Jamie Watt, this committee currently only has one member
- Sandy Mackenzie stated that he would like to be a member of this committee, but, at this time, is not in a position to chair
- Staff reported that Suzanne would reach out to other board members and community members to see if they would be interested on sitting on this committee

12. New Business

a) Acceptance of Resignation of Jamie Watt, Vice Chair - deferred to next board meeting

b) Election of New Vice Chair - deferred to next board meeting

c) OBIAA Strategic Planning training program

- Registered: Nikki, Derek, Suzanne, Mary Beth.
- Session 1 – April 13, 10:00 – 11:30 A.M. Stage 1: Introduction to strategic planning, community economic development.
- Session 2 – April 27 Stage 2: Develop vision and mission.
- Session 3 – May 11 Stage 3: Collect and analyze information; Stage 4: Develop goals.
- Session 4 – May 25 Stage 5: Performance measure and action plans; Stage 6: Implement and monitor.

d) Request of Full-Tim hours for summer for Events Manager position - deferred to next board meeting

13. Next Meeting:

Tuesday, April 25, 2023 at 9:00am, via Zoom

14. Adjournment

Motion to Adjourn at 10:13am

Moved by Councillor Norris

Seconded by Cindy Robinson

Motion passed