

# MINUTES

## Central Huron Business Improvement Area (BIA) Meeting



6 PM – OCTOBER 11, 2023 – LIBRO COMMUNITY ROOM, CLINTON, ONTARIO, N0M 1L0

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The Central Huron BIA met on October 11, 2023, at 6pm.

**PRESENT:**                    EXECUTIVE MEMBERS:

- Chair: HAYLEY BETTLES
- Vice-Chair: OLGA JURDENS
- Secretary: DAWN BONNEAU
- Treasurer: DAVID CORRIE
- Councillor Appointed: JENNIFER COX (EAST WARD)

ASSOCIATE MEMBERS:

GUESTS: CLERK RACHEL ANSTETT

RECORDING SECRETARY: DAWN BONNEAU

**REGRETS:**

**1. CALL TO ORDER**

Chair – 6:17PM

**2. CONFIRMATION OF THE AGENDA**

**2.1. RES – 13 – 2023**

**Moved by JENNIFER COX, seconded by DAWN BONNEAU**

**That the agenda as prepared for the OCTOBER 11, 2023, meeting of the Central Huron Business Improvement Area be adopted as circulated.**

*Carried*

**3. ADDITIONS OR DELETIONS TO THE AGENDA – May through Aug Financials**

**4. ADOPTION OF THE PREVIOUS MINUTES**

**4.1. RES – 14 – 2023**

**Moved by JENNIFER COX, seconded by DAWN BONNEAU**

**That the minutes of the JULY 11, 2023, meeting of the Central Huron Business Improvement Area be adopted as circulated.**

*Carried*

**5. CHAIR'S REPORT – HAYLEY BETTLES**

CURRENTLY THE RADIO STATIONS AND GREYHAVENS HAVE BEEN SPOKEN TO REGARDING CURRENT CONTRACTS AND REQUEST FOR UPCOMING CONTRACTS TO BE QUOTED.

**6. GUEST – CLERK RACHEL ANSETT**

COMPLETED FORMAL ANNOUNCEMENT OF BOARD, RULES AND PROCEDURES AND PROVIDED MAP OF BIA MEMBER DESIGNATED AREA, THAT WAS PROVIDED BY TOWN HALL.

**7. COUNCILLOR'S REPORT – JENNIFER COX**

SOME QUESTIONS AROSE WITH MAP AND HOW TO READ IT, CLARIFICATION NEEDED. WILL PROVIDE AT NEXT MEETING.

**8. CIC'S REPORT – ANGELA SMITH**

STATED THAT LADIES' NIGHT WAS REQUESTED FOR NOVEMBER 16, 2023, GENEREAL CONSENSUS WAS THAT WE ARE NOT PROMOTING OR PLANNING A LADIES' NIGHT THIS YEAR AS THERE IS NOT ENOUGH TIME TO PROPERLY PLAN A SUCESSFUL EVENT AND IT IS NOT IN THE BUDGET. WILL LOOK AT A NEW CONCEPT FOR 2024.

REQUESTED \$10,000 DONATION FOR WATER FEATURE SCULPTURE FROM THE SURPLUS ON THE BUDGET. PUT FORTH A MOTION TO COMMIT TO COUNCIL FOR \$10,000. Jeff Boyes suggested when we do talk about it, if we decide to go ahead, to consider 2 \$5,000 payments over two years as the budget will allow for some grace as not all our bills are in yet. IT WAS DECIDED NOT TO VOTE UNTIL WE HAD MORE INFORMATION AND LOOK AT IT IN THE NEW YEAR.

VERBEEK'S HAS DONATED \$18,000 OVER TWO-YEAR SPAN FOR WATER FEATURE SCULPTURE. Mark to be paid from Angela's budget for maintenance of water feature sculpture.

HARVESTFEST HAD BIG TURN OUT. WOULD LIKE TO HAVE MORE FLOWERS AND POLES TO BE DECORATED FOR NEXT YEAR'S FESTIVAL.

9. **FINANCIAL REPORT**

JEFF BOYES PROVIDED BUDGET DOCUMENTS AND WALKED THROUGH THE PROCESSING STEPS.

ADVERTISING BUDGET, A FEW CLARIFICATIONS; \$4,500 IN CONSULTING FEES WAS FROM GRANT FROM GIFT CARD PROGRAM, ADMINISTRATION WAS INCLUDED IN THE \$3,000. RADIO ADVERTISING IS OVER HALF OF OVERALL BUDGET – THEREFORE REDUCTION FOR 2024 SO THE CHANGE TO FOCUS ON BEAUTIFICATION AND CLEANLINESS OF UPTOWN CAN BE PROPERLY MANAGED.

ANGELA CURRENTLY HOLDING BIA MASTERCARD, THIS TO BE GIVEN BACK TO JEFF BOYES FOR REUEST ACCESS FOR ITEMS THAT CAN ONLY BE PURCHASED/PAID FOR WITH A CREDIT CARD (EG. WEBSITE, GOOGLE ADS, ETC.)

2024 BUDGET – INCREASE TO FLOWER BUDGET, LOWER RADIO ADVERTISING BUDGET, INCREASE TO CLEANING BUDGET.

**RES – 15 – 2023**

**Moved by HAYLEY BETTLES, seconded by OLGA JURDENS**

**That the budget as prepared for the 11 OCTOBER 2023 meeting of the Central Huron Business Improvement Area be adopted as circulated so it can be sent to council for approval.**

*Carried*

10. **BOARD BUSINESS & REPORTS**

- Deferred 10.1, 10.2, 10.3, 10.4, 10.5, 10.6 to next meeting.
- 10.7 addressed in budget.
- 10.8 a review from last year to this year once approved by council with a more mainstream budget and focus on how to utilize budget more efficiently.
- 10.9 waiting to hear back from Greyhavens, numerous phone calls and emails have been sent by Hayley Bettles since the initial face to face meeting.
- 10.10 new signers for expenses sent out by Town.

**RES – 16 – 2023**

**Moved by HAYLEY BETTLES, Seconded by OLGA JURDENS**

**That the two new signers Hayley Bettles and Olga Jurdens for the expenses of the Central Huron Business Improvement Area be appointed.**

*Carried*

- 10.11 addressed in financial report discussion.

- 10.12 Angela to give Hayley Bettles email access authorization.

11. **ADJOURNMENT**

11.1. **RES – 17 – 2023**

**Moved by OLGA JURDENS, seconded by DAVID CORRIE**

**That this meeting stand adjourned at 7:35 PM.**

***Carried***