

**Attendees: Bill Bonnett, Randy Kerman, Sandy MacKenzie, Rick Ruggle, Beverley King, Wendy Farrow- Reed, Ted Flannagan, Marilyn Willis**

**Regrets: Jane Fogal, Sonja Vargo, Cindy Robinson, Jamie Watt**

- a) Meeting Brought to Order – 9:00 am
  - b) Declaration(s) of Conflict of Interest – none
  - c) Acceptance of Agenda moved by Marilyn Willis seconded by Beverley King
  - d) Approval of Previous Meeting Minutes – moved Marilyn Willis seconded by Rick Ruggle
- Correction Appointed Nominated and accepted for Cindy's appointment.

**1. Financials**

- a. Budget vs. Actual as of December 31, 2016
- b. BIA is switching banks from TD (which moved out of the BIA) to RBC  
Moved by Randy Kerman seconded by Rick Ruggle  
Audit is due in February.

**2. A Word from the Chair – Ted Flanagan**

- Review BIA Follow up notes – please attached

Talked about putting lights up on tree on Mill but no hydro. Good idea for getting a lighting designer to create a plan including information from both McGibbon Project and Memorial building. Grant proposals for next year will be looked at. Possibly to support repairing building fronts and general building enhancement. There was a meeting at the town with John Lindhart about strategic plan for the downtown area. There will be representation on this committee from the BIA. A proposal should be sent to the town with the direction that the BIA feels the direction that the improvement should take. Committee will meet Tuesday January 17<sup>th</sup>. Please attend if interested in joining this committee or let Wendy know that you are interested in being on the committee.

**3. Committee-Up Dates**

**Rock'n Roll Classics - Committee Report – Bill Bonnett**

- Committee received report for the Chamber and it is all very positive with points to improve for 2017
- Committee to review the report at the next meeting
- Friday August 25<sup>th</sup> next year.

**Marketing / Website – Committee Report – Sonja/Marilyn and Beverly**

- Andrea Davies has agreed to take on the BIA social media/Website and provide office support, starting Wednesday January 11, 2017
- Hired on a 3 month probation. She will be trained on the website.

**Beautification & Maintenance - Committee Report – Sandy Mackenzie**

Jan 27<sup>th</sup>

Sandy will receive an award.

- Bench plaque have been moved from Carpet Barn bench
- 2016 Wreaths same size as previous years, extra were lights added
- Planters ordered for Main and Maple – Works Dept will hold when delivered for installation in March/April – cost is covered through insurance of the driver who hit the planters
- Increased waste can order from 3-6 as per Dec Minutes
- 10 (40 total) new banners of each color order and received
- Next Meeting end of January
- Beginning of March talk to sign vendor.
- Wendy to check with the Canada 150 committee to see what their plans are.

**Surplus discussion as per Maria.**

- Extra lights order and received
- Waste bins order increased from 3 to 6 as per Dec minutes
- Mill and Guelph lighting project – review quote from Regal Lighting submitted to Carpet Barn

**Farmers' Market – Market collective Pop – Up – Randy Kerman**

- PoP up Market had unexpected a heating unit breakdown in Dec – repair cost was approx. 500.00
- Sales and traffic for Nov/Dec were steady – approx. 13,000.00 in sales
- The of Dream Payments will allow the BIA and Farmers Market to accept debit and credit for our 2017 events
- The collective module has been a successful pilot project for the BIA and participants all thanks to Sheena's hard work. The success has caught the eye of the Artisan's Attic and talks happening it see if the BIA can hand off the concept to them early in 2017
- There will be a meeting this month to decide the future.

**4. Manager's Report – Monthly report attached**

- Shop Local is being re-visited and the BIA is partnering with The Mall, Chamber, Acton BIA and the Town to kick start a campaign in Feb
- Wendy to follow up plans for the Santa Claus Parade for next year.
- Wendy inviting Art Skidmore to join us at a board meeting to talk about Hydro rates.

**5. Correspondence**

- Invite from the Mayor's office for Sat 1:30 January 14<sup>th</sup> for the Canadians in Chengdu art exhibit at the Helson Gallery
- Verbal notification that the BIA, Sandy McKenzie and the Carpet Barn have all been nominated for an Arts Alive award. Friday January 27 – Tickets are 15.00 let's get some and attend.

***Friday, January 27th***

6:45pm Registration, Welcome Mix & Mingle

7:15-9:15pm Evening session including the Arts Alive Awards & Keynote Kim Wheatle

9:15pm on More Mix & Mingle

**6. Events**

- Review 2016 events
- Permits for 2017 to be completed by Jan 20
- Hop Along on Main cancelled. Funding will be moved to Masquerade on Main.
- Survey Monkey will be sent out before the International Flavours Event and then after.

**7. New Business**

Regal Lighting Designs Quote for Carpet Barn shared . Money will be held from the 2016 budget. Secondary Plan Downtown Improvement to be added to future agenda.

**8. Next Meeting Date(s):**

- a. **Board Meeting Feb 14 9:00 am BIA Office – Valentine's Day**

**9. Meeting Adjournment:**

"Good News" story Two more grandbabies born to Bill Bonnett and Randy Kerman

Moved to adjourn Beverley King seconded by Bill Bonnett

## BIA Follow up

2 keys for office door. Need 4, One for Wendy, One for Sandy, One for chair. One for contract worker. Lock office when out going forward.

Parking by Armstrongs. Where are we with signs and enforcement?

Lighting design for Mill and Guelph. Companies discovered and when will it be done? Then just add lights. Link with Mark Taylor.

Discuss design with Hydro, Town, Region and coordinate with building of Silvercreek and memorial property. Upgrade Main St. grid and move silver box at tree at same time. Piggyback our desires on massive spending.

New Grant Proposals. 4 agencies.

Repair Steeple, Clock, all deficient brickwork and clean existing buildings.  
Engage restoration company in Mississauga or Hamilton and get proper cost estimates.

All recipients of grant funds must pay 25% of the costs.

If grant monies are not received, we should continue moving forward with the programmes that are available to us.

Meet with our members to discuss our view and develop a consensus.

Strategic plan:

Get cracking and put forward BIA view for when John Lindhardt starts process in May.

- Amass pictures of upgraded towns and new builds using old architectural queues
- What will the Silvercreek park look like? What is the appetite for buying McNally's lot for a water feature and trail head meeting place?
- Encourage the town to zone a place for the towing company so that they may sell their property and enhance the Silver Creek trailway.
  
- Meet with our members to discuss and develop a consensus.
  
- Build a presentation for Mr. Lindhardt's committee and our council.

