



**MINUTES
OF THE BLYTH BIA BOARD MEETING
HELD AT EMERGENCY SERVICES TRAINING CENTRE
WEDNESDAY, SEPTEMBER 6, 2017 at 8am**

Board Members present: Karen Stewart (Chair), Gary Van Leeuwen (Vice-Chair), Deb Sholdice (Treasurer), Natasha Fritzley, Cat O'Donnell, Irene Kellins, Crystal Taylor, Bill Knott, John McHenry (Secretary).

Others in Attendance: Brenda Nyveld, Les Cook, Connie Goodall (North Huron Economic Development Officer), Donna White (North Huron Treasurer), Dwayne Evans (North Huron CAO), Denny Scott (Reporter – The Citizen).

1. Call to Order, Welcome and Opening Remarks

- Chair Karen Stewart called the meeting to order at 8am and welcomed everyone and thanked Special Guests - specifically North Huron's CAO Dwayne Evans and Treasurer Donna White for attending.

2. Motion to Receive Agenda

- **MOTION: BBIA47/17**
- **MOVED:** Gary Van Leeuwen
- **SECONDED:** Deb Sholdice
- *That the Blyth BIA Board hereby adopts the Agenda with amendment as follows: Add "Declaration of Pecuniary Interests"*
- **DISPOSITION: CARRIED**

2a. Declaration of Pecuniary Interest

- None Declared

3. Motion to Receive Minutes of August 2, 2017 Meeting

MOTION: BBIA48/17

MOVED: Van Leeuwen

SECONDED: Deb Sholdice

That the Blyth BIA Board of Management hereby adopts the Minutes of the Board Meeting held August 2, 2017 as amended. The changes follow.

- Bill Knott should be listed as a Board Member
- John McHenry was also nominated and accepted position as Secretary.
- The date of the next meeting should be September 6, 2017
- **DISPOSITION: CARRIED**

4. Business Arising from the Minutes

- none

5. Correspondence

Donna White shared information on the Vacant Unit Tax Rebate program that had been distributed prior to the meeting. She was looking for BIA to endorse the Levy. There will no changes to 2017 tax bills. There are not many vacant buildings in Blyth so few businesses in our catchment area will be impacted. A short discussion ensued.

MOTION: BBIA49/17

MOVED: Gary Van Leeuwen

SECONDED: Deb Sholdice

That the Administration of North Huron on behalf of BBIA send a letter of support re the Vacant Unit Tax Rebate.

DISPOSITION: CARRIED

This letter will be written and sent by Connie Goodall ?

Connie Goodall briefly talked about the Perth Huron United Way Hub Meeting scheduled for 1pm on Tuesday, October 3, 2017 at Royal Oaks Health and Wellness Centre. (Classroom 12)

6. Financial Report

A discussion ensued about money from the sale of calendars and bows. Deb is waiting for another envelope of cheques from Blyth 140 activities. Crystal Taylor will communicate with Deb to allocate items to correct accounts and inform re outstanding amounts.

The budget will be amended to reflect the R.E.D. Grant for the Hotel Feasibility Study for a consultant (Grant of \$7,500 = \$3,500 from North Huron; \$3,500 from three private donors). Expenses will go through the BIA books. North Huron will do the paperwork with OMAFRA. The project needs to be completed by March 31, 2018.

MOTION: BBIA50/17

MOVED: Deb Sholdice

SECONDED: Van Leeuwen

That the Blyth BIA budget be accepted as amended.

DISPOSITION: CARRIED

- A discussion ensued about committees and budgets:
- - Gary Van Leeuwen said the Marketing Committee was promised nothing that would impact the current budget.
- - Crystal Taylor reported on Street Banners and Remembrance Banners for the lighting standards. It was reported that the Street Banners are up but the bill has yet to be received and paid. Remembrance - - Banners will not go up this year so does not impact the 2017 cash flow and budget. It will be reconsidered as a 2018 project pending approvals. Crystal will get a quote and report back.
- - Karen Stewart spoke to the cost for new Street Signs (\$1,000). It was deferred to the next meeting to approve installation of the new Street Signs.

MOTION: BBIA50/17

MOVED: Gary Van Leeuwen

SECONDED: Bill Knott

To accept the financial statements as circulated in advance of the meeting.

DISPOSITION: CARRIED

MOTION: BBIA51/17

MOVED: Deb Sholdice

SECONDED: Natasha Fritzley

To repay the \$5000 loan received by the 140 Committee back to Township of North Huron.

DISPOSITION: CARRIED

Affiliate Memberships.

Karen Stewart spoke to Affiliate Memberships. There has been no motion in the past to accept Associate Memberships. It was believed Affiliate Memberships are non-voting members. If you pay the Levy – you get a vote; If you do not pay the Levy – you don't get a vote. However, a discussion ensued as the Constitution suggests one representative of Affiliate Members be on the Board of Management. Basically: Karen referred Affiliate Memberships back to the Governance Committee to come up with a proposal.

Standing Committees

In review of the minutes the BBIA has approved formation of four standing committees as follows

- . Marketing: Gary, Cat, Deb, Connie, John
- . Lighting of the Lights: Cat, Karen, Irene (pending date)
- . Vision & Retail: Connie
- . Events: Deb Sholdice

MOTION: BBIA51/17

MOVED: Cat O'Donnell

SECONDED: Gary Vanleuwen

That the Blyth BIA disband the Vision & Retail Committee.

DISPOSITION: CARRIED

Economic Development Officer's Report

Connie Goodall asked that a Governance Committee be struck. Wingham BIA has two members and Connie would like two members from the Blyth BIA to join them. Timeline would be fall/early spring in time for the February AGM.

MOTION: BBIA52/17

MOVED: Gary Van Leeuwen

SECONDED: Deb Sholdice

That the Blyth BIA form a Governance Committee

DISPOSITION: CARRIED

Deb Sholdice and Cat O'Donnell volunteered to represent Blyth BIA on the Governance

Com

MOTION: BBIA53/17

MOVED: Deb Sholdice

SECONDED: Bill Knott

That the Blyth BIA form an Events Committee. Deb (Chair), Irene, Cat, John.

DISPOSITION: CARRIED

Deb Sholdice, Irene Kellins, Cat O'Donnell and John McHenry volunteered to represent

Bly

Township of North Huron update

Bill Knott reported that has been a relatively quiet summer. They hope to have e new Public Works director soon. Bill spoke briefly about the zoning change at the Canadian Centre for Rural Creativity that impacts parking and the location of four Wee Houses on the site at 237 King Street.

Event Reports

Blyth 140 (Crystal Taylor)

Waiting to finalize donation amount to the Lions Club

Plans are underway for a final event on December 31 - Looking into fireworks.

Streetfest (Irene Kellins)

No final meeting yet; will be held before Christmas

Plans are in the initial stages for 2018

Deb asked for plans to be finalized much earlier for budgetary reasons.

Festival of Wizardry (Connie Goodall)

. Connie reported that there is nothing written in Township bylaws that could stop retailers opening on the Sunday of the Festival.

Karen said town decorating colours will be burgundy and gold.

Huron Pioneer Threshers Association (Cat O'Donnell)

Cat handed out Threshers welcome signs.

Other Business

- Special thanks to Sharon Davies and Joyce Carter for decorating the town with corn stalks.
- Motions by Email has been referred back to the Governance Committee.
- Natasha Fritzley reported that the Hotel Feasibility Study was on track and asked for contacts re: any interested parties for the consultant to talk with during their work. A discussion ensued. - Time-line:
 - North Huron Council received a staff report detailing RED conditional approval information on August 8, 2017.
 - North Huron Staff filled out conditional approval letter and submitted it back to OMAFRA for the creation of the agreement on August 9, 2017.
 - RFQ is under development
 - Anticipate study will commence by end of September
- Request for Assistance:
 - The study will require community participation to allow for data collection. Please submit any suggested parties to nfritzley@cowbellbrewing.com.
 - Please include phone, email and any associated business name.

- Karen asked for feedback on the Strategic Plan which was sent out with the Agenda. It was tabled for a special meeting.
- Karen congratulated Natasha, asking her to take back a message of “Congratulations” to the entire Cowbell Brewing Company team. We are excited by the opportunities this new business brings to our community brings - noting nearly 25,000 visitors in it’s first month of operations. A fantastic and remarkable success!

Next Meetings

- Thursday, October 5, 2017 at 6:30pm to review the Strategic Plan – All Welcome followed at 7:45pm by the regular Board Meeting
- Wednesday, November 1, 2017
- Wednesday, December 6, 2017

Adjournment

MOTION: BBIA54/17

MOVED: Crystal Taylor

That there being no further business before the Blyth BIA Board, the meeting be hereby adjourned at 9.20am

DISPOSITION: CARRIED