

Wingham BIA Executive Meeting Minutes – Oct. 27/16

Date/Time: Thursday, Oct 27, 2016, 6:30 pm at the Museum

Present: D. Tiffin, D. Peers, J. Snyder, D. Kuyvenhoven, C. Goodall, S. Walker, J. Schiestel, Lisa Hearnden

Absent: C. McGrath, Yolanda Ritesma-Teeninga,

1. Approval of Agenda. Called to order at 6:34 p.m. Agenda approved. Moved by D. Peers, 2nd by S. Walker
2. Approval of Previous Executive Meeting Minutes. Approved as written. Moved by J. Schiestel, 2nd by D. Peers.
3. Financial Statements – Jason
 - a. Reviewed expenses for the month
 - b. Moved by D. Tiffin, 2nd by S. Walker to approve report and cheques.
4. FICE (First Impressions Community Exchange)
 - a. No contact from Walkerton yet for reviewing findings.
 - i. Probably won't happen until new year at this point if not within next 2 weeks.
5. BIA Subcommittee Reports
 - a. Retail Committee
 - i. Festival of Lanterns – Ready to go.
 - ii. Christmas events & promotions – in the works. Letter emailed and handed out to retailers
 - b. Christmas Decorations - Lamp post snow flakes - update from Sandy
 - i. Snowflake lights have been delivered. To be installed week of Nov. 7
 - ii. Banners will be coming down.
 - iii. Planning to not use rope lights this year.
 - c. Cruikshank Park - report from Tharon Riley via Doug K.
 - i. Christmas Light "Fountain" is built.
 - ii. Music in the park - Dave Wallace working on this. Speakers \$125 each. Blackburn CKNX offer to purchase (see email). Moved by D. Peers, 2nd by L. Hearnden to accept offer from Blackburn with some recognition. Passed.
 - iii. Letter to go to Dave Wallace for his time working on the park music.
 - d. Curb Appeal Committee
 - i. Flower Baskets - Christmas Decorations in flower baskets. To be installed week of Nov. 7.
 - ii. Sandwich Boards - More to be built for 2017 from the old Touch of Class Mural. Will offer and promote to all retailers in 2017 hoping to get everyone using them
 - iii. Flag Poles – Received pricing from Stainton's for 25-29 flags covered by budget. Moved by Doug K. 2nd by Dave P. to purchase flags.
 - iv. Grab Bars - One more to install at KFC. Jeff Drost will do this.
 - v. Vacant Store Fronts – Lisa provided update on windows.
 - vi. Touch of Class Mural – Expected to be done and picked up this week.
 - vii. Lamp Post Banners for 2017 – Discussed budget for Canada themed banners. To be discussed at BIA General meeting. Expect to set up sub-committee to address.
 - viii. Building Improvements/Repairs
 1. List of buildings improvements. Letters to be prepared and delivered in early 2017 with offer to help arranging for the work/price quotes

- ix. Fire Hydrants – Dave T. to send letter to ask Council to put money in budget for painting hydrants on east side of Josephine St.
 - e. BIA Umbrellas idea – Tabled until next meeting.
- 6. Christmas Santa Claus Parade
 - a. Saturday, Nov. 26.
 - b. Insurance issue – Twp carrier (BFL) is requesting a higher level of coverage for the parade. Concerns raised by Lions over the cost, but have not provided details. Moved by Lisa H. and 2nd by Jason S. to provide up to \$500 to assist with insurance if necessary. Dave T. to contact Lions for costing information.
- 7. AGM Meeting – To be Feb 23, 2017.
- 8. Strategic Plan OMAFRA – Meeting of area BIAs in Mitchell on Nov. 22 at 6:15.
- 9. Associate Memberships - Doug to send letters with invoices Jan 2, 2017
- 10. Restore the Pond & Dam - BIA email sent by Doug K. in regards to committee stance.

Meeting adjourned at 8:06 p.m.

Next meetings – Nov 23 or 24 (TBD)