



# Draft Agenda

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## Old Town Kemptville BIA SPECIAL Board of Management Meeting

Location: North Grenville Municipal Centre and online.

Date of Meeting: Wednesday September 16, 2020

Time of Meeting: 6:00pm

Present: Will P, Melanie C, Debbie W, Sierra J and Shelley M.

Absent: Jim M

Regrets: Stephen B and Ken S.

Guests: Hillary G.

Call to Order: – Chair Will Pearl opened meeting at 6:15pm.

Review of Agenda - *Motion to accept. Moved by Melanie, seconded by Sierra. Carried.*

Disclosure of interest – *none.*

Review of Executive Committee Notes – *none.*

Review of the BoM minutes of August 19, 2020. – *Motion to accept. Moved by Sierra, seconded by Shelley. Carried.*

*Note: unless otherwise stated in these minutes, all motions to accept or approve were unanimously supported.*

## Opening Statements

- Chair – Will Pearl (Acting Chair)

## Deputations

## Governance

- Review the letter of resignation submitted by Ken Schlieman.
  - *Motion: To accept the resignation of board director Ken Schlieman. Moved by Melanie, seconded by Sierra. Carried.*
- Discussion on making a cash payment to the Kemptville Buskerfest as part of a financial commitment to sponsoring the event.

- **Motion:** The OTK BIA Board authorizes a payment in the amount of \$400 to the Kemptville Buskerfest as part of financial sponsorship of the event. Moved by Melanie, seconded by Shelley. Carried.
- Discussion on opening a separate BIA bank account for Buskerfest.
  - **Motion:** The OTK BIA Board agrees to allow the BIA bank account to be used for purposes of organizing the Kemptville Buskerfest. Moved by Shelley, seconded by Melanie. Carried.
- Discussion on finalizing an associate membership program due to delay in plans for expansion.
- Discussion on making request to Council to fund a tourism office in the BIA footprint that the BIA would staff and operate.
- Update on permanent office for the Old Town Kemptville BIA. Motion required for approval.
- Discussion about correctional facility announcement and whether the board would like to publicly take a position on the matter or make any kind of statement.
- Discussion on potentially taking action to help extend the outdoor patio season to support our downtown foodservice businesses.
- **Discussion on requesting that Council re-allocate the balance of the Small Business Grant funding to another initiative where the need may be greatest.**
- Discussion on recommending to the Municipality of North Grenville and the United Counties of Leeds and Grenville that selected parking spaces in the downtown to be marked as accessible parking spaces.

## Reports

- Municipal Report – Jim McManaman and Matt Gilmer
  - Update on #LoveNG marketing campaign, NG Green.
  - Update on Sunday Downtown Promenade.
  - Update on status of development charges exemption for downtown.
  - Update on Digital Service Squad.
- Financial Report – Stephen Bent
- Expansion Steering Committee Report – Stephen Bent
- Events Committee Report – Melanie Charlebois
  - Kreepy Kemptville
  - Kemptville Buskerfest
- Executive Director’s Report – Deron Johnston

## Other Business

- Request to council to make a declaration about the 50th anniversary of BIAs.

## New Business

**Period For Submitted Questions From Public and Media**

**Close of Meeting**

*Meeting closed at 6:38pm due to loss of quorum. Motion to close.*

**Next Meeting**

*October 21, 2020.*