



Minutes – Sept. 27, 2023

Old Town Kemptville BIA Board of Management Meeting

Status: In-person

Location: North Grenville Public Library

Date and Time of Meeting: September 27th, 2023 at 11:00am.

Attending

Board: Shelley Mitchell, Sierra Jones-Martel, John Barclay, Courtney Vezina

Members: Deb Wilson, Paul Cormier,

Staff: Deron Johnston

Others: Mary-Anne Begley Leang, Matt Gilmer

Regrets: Nina Tachuk

Call to Order at: 11:05 am

Reading of Land Acknowledgement: *“We begin this meeting by acknowledging that we are meeting on the traditional territory of the Anishinaabe, Haudenosaunee and Huron Wendat First Peoples. We do so respecting both the land and the Indigenous people who continue to walk with us through this world. We are grateful for the opportunity to gather here.*

In recognition of the contributions and importance of all Indigenous Peoples, we strongly support Truth and Reconciliation Calls to Action in our nation and commit to support local endeavors where possible.”

Assignment of Recording Secretary: John Barclay

Review of agenda for meeting of September 27, 2023.

Motion to approve agenda for September 27, 2023.

Moved by John Barclay, seconded by Courtney Vezina

Review of minutes for meeting of July 24, 2023

Motion to approve minutes for July 24, 2023.

Moved by John Barclay, seconded by Sierra Jones-Martel.

Review and approval of the minutes for September 7, 2023

Deferred to next meeting

Review of Executive Committee Minutes.

Disclosure of interest:

None

Opening Statements

Shelley Mitchell (Chair)

Deputations

None

Discussions and Decisions

Municipal Budget Request.

- Council is beginning their 2024 budget process. The BIA is looking to present their “Municipal Ask” before the end of November. Discussion included what we should ask for in terms of funds and what we can request to have accomplished.
- Budget request ideas discussed included:
- **Banner Frame** - Stand (structure) for large street-wide banners (potentially at the north end of bridge) It was recommended that the BIA ask the Municipality to explore options for a banner stand (including cost)
- **Pathway** – A pathway (easement) may be developed as part of the new proposed residential developments on Reuben
- **Signage** – It’s recommended that signage be included at Riverside Park (directing visitors downtown)
- **Buskerfest** – After the 2023 Buskerfest Report is delivered to the Municipality the BIA will request a grant of \$20k towards the 2024 Buskerfest.
- **General Maintenance and Beautification** – The BIA will request that Municipality increase the pace of weeding and maintenance of sidewalks (including Riverside Park to downtown) There was a question about the downtown hanging flower baskets. The Deputy Mayor and Councillor Wilson

confirmed that beautification will be brought up at Council and that Parks and Rec will be asked to include additional funding for flowers in 2024. The BIA would like consideration of Buskerfest banners in the downtown (similar to Kemptville Live)

- **Water Stations** – The BIA will request that the Municipality look at providing permanent and/or portable water stations to be used for community events downtown. The BIA also recommends exploring options for permanent outdoor water stations at the Library and Rotary Park
- **Waterfront** – The BIA will request that the Municipality make part of their regular maintenance schedule a cleanup of the garbage in the basin below the Prescott Street bridge and the trimming of vegetation. A more detailed proposal for improvements to the waterfront around the Prescott bridge (including fountain) will be provided as part of the Municipal Ask.

Expansion and the Strategic Plan:

- The 2017 Boundary Expansion Prospectus was presented to the Board for information. The Board discussed the need to renew plans to expand the BIA footprint, as it is fundamental to the organization's success and for consistent messaging throughout any expansion project. A Committee will be established to assess the potential for expanding the BIA footprint.

Motion:

That funds currently allocated to the creation of a Strategic Plan be used to create a Strategic Expansion Plan and that the board strike an expansion committee to advise on the use of these funds.

Moved by John Barclay, Seconded by Courtney Vezina

Carried

John Barclay will Chair the Expansion Committee and will report back on its status at the next Board meeting

CEBA loan repayment.

- It was mentioned that the government's wording related to the repayment of the CEBA is misleading. The board recommended that clear wording regarding the CEBA repayment be sent to businesses through the BIA's newsletter.

- Appointment of BIA Board Members.

Motion:

*That **Mary-Anne Begley Leang** be appointed to the BIA's Board of Management*

Moved by John Barclay, seconded by Sierra Jones-Martel

Carried

Motion:

*That **Nina Tachuk** be appointed to the BIA's Board of Management*

Moved by John Barclay, seconded by Sierra Jones-Martel

Carried

Motion:

*That **Meagan Cumming's** resignation from the BIA's Board of Management be accepted.*

Moved by Sierra Jones-Martel, Seconded by Courtney Vezina

Carried

Reports –

Deferred to the next meeting due to time constraints.

- Municipal Report
- Financial Report
- Programming & Marketing Committee Report
- Executive Director's Report

Other Business Arising From Discussion

Chairs

A proposal to purchase Adirondack chairs was discussed. It was recommended that Deron explore options and present them to the board via email

43 Expansion Committee

It was recommended that the Board put a call out to BIA members asking them to join the 43 Expansion Committee of the United Counties of Leeds and Grenville.

Period For Questions From Members, Public and Media

None.

Summary of Actionable Items

The Municipality's Finance Department will be asked for the total number of building owners who are within the BIA footprint. – John Barclay

Meeting notes will be forwarded to the Secretary, who is responsible for creating the draft minutes - Matt Gilmer

Clear wording regarding the CEBA repayment will be sent to businesses through the BIA's newsletter – Deron Johnston

The 2023 Buskerfest Report will be delivered to the Municipality - Sierra Jones-Martel

A detailed proposal for improvements to the waterfront around the Prescott bridge (including fountain) will be provided as background to the BIA's Municipal Ask – Paul Cormier

Close of Meeting

Meeting closed at: 12:56pm

Motion to close: John Barclay, seconded by Sierra Jones-Martel.

Next Meeting: October 18, 2023 at 11am, NGPL