



Minutes – Sept. 18, 2024

(Amended October 16, 2024)

Board of Management Meeting

Status: In-person

Location: North Grenville Public Library

Date and Time of Meeting: September 18th, 2024 11:00-1:00

Present: Sierra Jones-Martel, Nina Tachuk, Shelley Mitchell, John Barclay, Talia (virtua), Mary-Anne Leang

Guests: Matt Gilmer (MNG), Ashley Cuthbert (MNG)

Call to Order at: 11:05

Reading of Land Acknowledgement: The BIA acknowledges that the BIA operates on the territory of the Anishnabek. We recognize all First Nations, Métis, and Inuit peoples who now call North Grenville their home. We respect and support the need for cultivating a strong relationship, and we commit to Indigenous-informed decision making to foster the path towards reconciliation.

Opening Statement

Assignment of Recording Secretary: John

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

Review and approval of Agenda for meeting of September 18th, 2024.

Motion to approve: Moved by John, seconded by Sierra.

Review and approval of BoM Minutes of July 17th, 2024.

Deferred

Review of Executive Committee Minutes Aug.7th and September 4th, 2024.

Disclosure of interest: none

Deputations

Ashley Cuthbert: Parking Study Recommendations

Ashley outlined some of the proposed items related to the Parking Study including: “Finger” signs (cost to businesses \$450, \$800 for two); 25 Municipality 50% funded “Postcard” signs indicating the 3-hour parking limit to include messages related to tourism and shopping (16 from MNG with 9 available for downtown businesses). Postcard signs should integrate QR codes linking to the BIA website; Library Parking signage

Input and discussion included a request for more wayfinding signage like the new Downtown Kemptville directional signage at Ryan’s well; a request for more hanging banner themes.

Additional comments regarding a second Kiosk for Rotary Park, consistency in branding with the Shop Local campaign (“Shop, Eat, Enjoy” and “Shop, Dine, Explore”)

DISCUSSIONS & DECISIONS

- **EDI:** The EDI Policy of the Municipality of North Grenville was read and discussed/
Motion: that the OTK BIA replace it’s EDI Policy with the current the EDI Policy of the Municipality of North Grenville.
Moved by John and seconded by Nina – CARRIED
- **Vendor and Service Code of Conduct Event Policy for small events:**
Motion: that the Vendor and Service Code of Conduct Event Policy for small events, as presented, be adopted.
Moved by Sierra and seconded by Nina – CARRIED
- **Credit Card Update:** our application was approved in June; just waiting on signatures from CIBC staff.
- **History Hub Space** - deferred
- **First Impressions Committee Presentation** - Shelley reported on the exchange of first impressions meeting between the North Grenville team and the Pembroke team. The Pembroke report was glowing. Other than some branding confusion (Kemptville/North Grenville) and limited retail accessibility, the highlights included the Big Chairs; Rideau River Provincial Park; Green Space; a cozy, historical, “small town” downtown; evidence of a family-centred, active community; murals; live music downtown (Rob was busking); LGBTQ representation indicated a welcoming community
- **AGM:** has been set for Nov.27, 6:30 Networking, 7Pm AGM followed by a brief Board meeting to approve the 2025 Operating Budget and to review appointments to the Executive Committee
- **\$2500 budget item for physical enhancements:** discussed deferred regarding bike racks, garbage cans and benches.
- **Board/Committee Development:** deferred

Reports

- Municipal Report – Matt Gilmer (see Parking Study recommendations and FICE report above)
- Financial Report – Sierra confirmed deposit of our funding from the Community Grant Program for the South Branch Serenade in the amount of \$1,800 and updated us on Kreepy Kemptville expenses
- Programming & Marketing Committee Report – Shelley
- Buskerfest – Sierra
- Expansion Committee Report – John will report on the upcoming Information Meeting at the October BoM meeting
- Executive Director’s Report – included in the Agenda Package and included a report on the First Impressions Community Exchange (FICE) Program

Other Business – none

Period For Questions from Members, Public and Media - none

Summary of Actionable Items

- **John – to** ask for changes to the Façade Program of the CIP to permit rear-entrance accessibility funding

Motion: to adjourn. **Moved by Sierra , seconded by Nina . CARRIED.**

Meeting closed: 1:05pm

Next BoM Meeting: Oct.16th , 2024 at 11:00am.

November meetings:

Executive Committee – **Nov.6th**

Board of Management – **Nov. 20th**

AGM – **Nov. 27th**