



OTK BOM MINUTES 2025.06.18

Board of Management Meeting

Status: In-person

Location: North Grenville Public Library

Date and Time of Meeting: June 18th, 2025 11:00-1:00

Present: Brandy Gould, Sierra Jones-Martel, Shelley Mitchell, John Barclay, Deb Wilson, Nina Tachuk

Absent:

Regrets: Mary-Ann Leang

Guests: Matt Gilmer, Jade (summer student), Talia Hreljac (Staff)

Call to Order at: 10:59AM

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: Brandy Gould

Review and approval of Agenda for meeting of June 18th, 2025.

Motion to approve: Moved by John Barklay, seconded by Sierra Jones-Martel. Carried.

Review and approval of BoM Minutes of May 21st, 2025.

Motion to approve: [Deferred]

Review of Executive Committee Minutes June 4th, 2025. -

Disclosure of interest: None

Deputations: None

DISCUSSIONS & DECISIONS

- **Expansion Updates:** John
Motion to Cap Levy: Moved by John Barklay, seconded by Sierra Jones-Martel. Carried.
Refer to Significant Resolution dated 2025.06.18
For example: The cap on a commercial property with 1-4 tenants = \$2000
The cap on a commercial property with 4+ tenants = \$3000
- **BIA Space:** We are in and planning a Grand Opening.
 - We have office hours [deferred/tbd]
 - Motion to sign Lease with Welstein Kempton Realty Limited for \$736.25 per month for 12 months. Moved by Nina, seconded by John Barclay. Carried.
 - Motion to authorize the chair & treasurer to be signing authority on the BIA account.
Moved by John Barclay, seconded by Sierra Jones-Martel. Carried.
- **BIA Logo's and Signage at 28 Clothier:** review mockups for consistency
 - Be it resolved that we replace the HWY 43 signs, as per quote (\$5989 tax in).
Funding to come from RTO9 & Expansion Task for budget
Moved by Brandy Gould, seconded by John Barclay. Carried.
 - Be it resolved that OTK BIA Board of Managemetn grants To Be Continued 10k to "trigger" the RTO9 25/26 Partnership funding.
Moved by Nina Tachuk, seconded by Sierra Jones-Martel. Carried.
- **Municipal Contacts:** Brainstorm and Review [defer]
- **Marketing and Promotion Plan:** Review and Discuss
- **Board Communications:** Best practices
 - agreed upon text communication
- **AGM:** date set for Jan.15/26 [defer to future discussion]
- **Upcoming Summer Meetings:** August 20th at Noon (potluck)
- **Board/Committee Development:** anyone of interest?

Reports

- Municipal Report – Matt Gilmer
-Marta Zwart 6 month contract as Tourism Advisor
- Financial Report – Sierra.
- Programming & Marketing Committee Report – Nina
- Buskerfest - Sierra
- Expansion Committee Report – John
- Executive Director's Report - Talia

Other Business:

- Grenville Futures: Best Wishes [completed]
- Tourism CIP coming

Period For Questions from Members, Public and Media: None

Summary of Actionable Items

Close of Meeting

Motion: to close: . Moved by John Barclay , seconded by Nina Tachuk. Carried.
Meeting closed at: 1:12PM

Next Meeting: **July 16th , 2025 at 11:00am.**



Board of Management Meeting

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Significant Resolution

Be It Resolved:

That the OTK BIA Board of Management request council to direct staff to assist in the BIA formulating; then establishing caps on the BIA levy for

A) commercial properties in the BIA footprint with less than four commercial tenants and B) commercial properties in the BIA footprint with greater than four commercial tenants and that the levy caps be reviewed every two years.

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

For example: The cap on a commercial property with 1-4 tenants = \$2000

The cap on a commercial property with 4+ tenants = \$3000

Shelley Mitchell, Chair