



2025.11.19 OTK BOM MINUTES

APPROVED

Board of Management Meeting

Status: In-person

Location: North Grenville Public Library

Date and Time of Meeting: Nov 19th, 2025 11:00-1:00

Present: Shelley Mitchell, John Barclay, Mary-Ann Leang, Amanda Leang, Brandy Gould, Sierra Jones-Martel, Talia Hreljac (Staff)

Late: Deb Wilson

Regrets: Nina Tachuk

Others: Matt Gilmer

Call to Order at: 11:07AM

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 Nov. 19th, 2025.

Motion to approve: Moved by Mary-Ann, seconded by Sierra.

Review and approval of BoM Minutes of Sept. 17, 2025.

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

Review and approval of BoM Minutes of Oct.15, 2025.

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

OLD TOWN
KEMPTVILLE
BUSINESS IMPROVEMENT AREA

Review of Executive Committee Minutes Oct. 1st, 2025

Review of Executive Committee Minutes Nov. 5th, 2025

Disclosure of interest: N/A

Deputations: N/A

DISCUSSIONS & DECISIONS

- **Expansion Updates:** Significant Resolutions: 1) Move forward with expansion 2) create Cap and Minimums for levy
 - Reviewed Significant Expansion Resolution & powerpoint presentation for Council Meeting (Nov. 25th).
 - Requested expansion completion for the end of March, 2026
- **Old Town Kemptville BIA vs Downtown Kemptville:** Discussion
 - In the interim replace “old town” for “downtown”
- **Canada Summer Jobs:** OBIAA advocacy
 - OBIAA has started advocacy for funding (all BIAs treated equally).
- **Municipal Ask:** to move on to staff and then be presented in January to council
 - Discussion on if we should put forth the municipal ask sooner rather than later.
 - MOU development
- **Old Town Christmas Legion Breakfast:** looking for 2 volunteers (Nov. 29th 8-10AM).
- **Rent:** Taxes and Co-Signer
- **Marketing and Promotion documents:** complete
- **AGM:** Jan. 15/26 date has been confirmed **Executive Director:** Report and Recap of Months activities
- **Municipal Contacts:** Brainstorm and Review, who to come to BIA Board meetings [HOLD]
- **Christmas Gathering:** Luncheon at our Dec. 17th meeting
- **Board/Committee Development:** anyone of interest?

OLD TOWN
KEMPTVILLE
BUSINESS IMPROVEMENT AREA

Reports

- Municipal Report – Matt Gilmer
- Financial Report – Sierra.
-Clarity on HST remittance
- Programming & Marketing Committee Report – Nina
- Buskerfest - Sierra
- Expansion Committee Report – John
- Executive Report - Mary-Anne

Other Business –

Period For Questions from Members, Public and Media

Summary of Actionable Items:

- John to deliver Resolution
- Talia to ask Carolyn Lundy to modify and create interim logo.
- Shelly to submit letter to Michael Barrett re: summer jobs funding
- Shelly to revise the municipal ask for submission
- Shelly asking municipality to be a indemnifier for rent
- Talia to organize for AGM Jan. 15th

Close of Meeting

Motion: to close: . Moved by Brandy, seconded by Mary-Ann. Carried.
Meeting closed at: 1:14PM

Next Meeting: Dec. 17th, 2025 at 11:00am.