



## **BIA Executive Meeting Minutes - Jan 9, 2019**

### **Call to Order**

An Executive meeting of BIA was held on **Weds Jan 9, 2019, 8am** at the Seniors Centre in Strathroy. It was officially called to order at 8:02am, presided over by Chair Cate O'Neill with Raegan Harding as Secretary.

### **Attendees**

Voting members in attendance included Cate O'Neill, Dave Brock, Brad Richards, Chris Traczuk, Robin Tiller, Demetri Makrakos, and Tina Hawkins. Municipal staff included Greg McClinchey (CAO), Guests included William Samplonius, and Staff included Raegan Harding. Regrets were sent by Mohamad Chahroor.

### **Approval of Minutes**

Motion **1901-01** was made by Dave to approve the minutes of Dec 12th Executive meeting. Brad seconded. All in favour, carried.

### **Actions/Main Motions**

- BIA Committee roles & structures - appointments and Staffing Committee proposal

BIA Governance package will be distributed and all Board members are encouraged to review all information on policies and procedures, roles and responsibilities. It's expected that sub-committee appointments will be made at the next Executive meeting, on Feb 13th. It was noted that a Staffing Committee will be formed to review the General Manager's duties and tasks in the interest of planning for continuity.

- Cannabis in the BIA area

The Ontario government will be holding a lottery later this month, issuing licences to 25 private retail marijuana outlets which will be able to legally sell marijuana in areas with a predetermined

population, beginning April 1st. While it's not likely that Strathroy-Caradoc would see a retail cannabis store opening up in quite some time as our population is less than half of the required 50,000 or more, it was noted that municipal council opted in, having voted to allow pot shops to set up shop in Strathroy-Caradoc's township (a decision that needed to be made before Jan 22nd).

While the province has set forth a series of guidelines in terms of location (i.e., 450m from schools) and limited number of retail outlet allowances, several concerns have been raised by BIA members, including consumption, policing and regulations surrounding the sale and use of marijuana. It was noted that there will likely be lots of changes in legislation over the next 5-10yrs and that a public forum could will be held at that time, allowing our community at large to have input into the licensing and retail sale of cannabis.

It was suggested that we, as the BIA, encourage education and enforcement, noting that council recently passed a new smoking bylaw, effective Jan 1st, prohibiting smoking within 150 metres of municipally-owned properties, including parking lots and sidewalks. The town's first priority with this new bylaw is to get signage up as soon as possible, including stickers, window clings, etc. The BIA will have access to these resources as well.

It was also suggested that the BIA open up discussions about public cannabis consumption with MP Bev Shipley or MPP Monte McNaughton, either in person or in a draft letter. The general consensus is that cannabis legislation should resemble that of liquor control, in that you don't see people walking around downtown drinking alcohol.

- Past & Vice Chair

Motion **1901-02** was made by Brad to to support the "Vice Chair" position remaining vacant for this term, while Vice Chair duties are assigned to the BIA's Past Chair (Dave). Robin seconded. All in favour, carried.

- Signing officers

Motion **1901-03** was made by Robin to delegate signing authority to new Chair, Cate O'Neill. Tina seconded. All in favour, carried.

It was noted that three (3) signing officers are needed and that Dave will act as the BIA's interim Treasurer until such a time as an official one is assigned.

## **Officers' Reports**

Treasurer's Report - the BIA's balance currently sits at \$56,835.84

It was recommended that we ask Bill Dakin to do a presentation explaining the BIA levy and that a meeting is set up in discussion of where the BIA spends their funds (i.e., committee allowances and expenditures, etc.)

Promotions report - n/a

Communications - n/a

General Manager's report - moving into 2019, tasks include completion of economic development survey re: filling gaps in our downtown, as well as Business Watch and Open for Business campaigns.

Beautification report - n/a

Business Advocacy - n/a

**Other:**

Victorian Christmas

It's important to note that Victorian Christmas will be held the first Saturday of December in 2019, as opposed to the previously agreed upon second Saturday of December.

Construction update

Cate provided a summary of a letter from George Elliott, the Municipality of Strathroy-Caradoc's Director of Engineering & Public Works. It was noted that George will be the BIA's best contact initially, until construction has started, and then a communication "chain of command" will kick in as it's a joint project between the County and the Municipality. They are hoping to start construction as soon as possible, ideally April, but a June start could be more likely as there are still a lot of items to work out. The sewer and water line construction will then continue through to at least the end of November. George noted in the letter that keeping cross traffic open at Front Street will be a priority, with hopes to organize the works in two concurrent operations (i.e., north and south). Once these two sections are ready to be connected, it is likely that Front St will be closed for 4-6wks throughout Sept-Oct. George ensures he will keep us updated in the coming months as he works with Council on exact timing needs so that we can keep our BIA businesses in the loop. Cate stated that she has plans to roll out an "Open for Business" campaign which will guide and inform the public that businesses will remain open throughout construction process, despite access and travel temporarily being more difficult.

**Next Meeting(s)**

Executive Meeting: **Feb 13th, 2019** 8am at the Seniors Centre. William Samplonius of H&N Tax Services has offered to do a brief presentation on the BIA budget, expenses, and revenue. It was requested that the Board allow time for the meeting to go a bit later, to about 9:30am. It has also been suggested that a General Meeting is held in March, with presentation of the 2019 Budget.

**Adjournment:**

Motion **1901-04** was made by Brad to adjourn at 9:07am. Robin seconded. All in favour, carried.