

Wingham BIA – Board of Management Meeting
Thursday, September 15 , 6:30pm – Hot Stove Lounge

Board Members Present: Dave Tiffin, Ashley Vander Velden, Doug Kuyvenhoven, Trevor Seip, Carolyn Young, Annette Monsma, Jim Snyder

Absent: None noted

Others Present: Paul Heffer, Juliet Wallace, Unknown

1. Welcome – Called to order @ 6:30pm
2. Public Input: None Noted
3. Approval of Agenda: **Moved by: Carolyn Y.; 2nd By: Ashley V. – Carried**
4. Declaration of Conflicts of Interest: None Noted
5. Approval of Previous Minutes:
 - a. Follow up items – General Meeting Survey to be discussed and sent out
 - b. Approval of August 18th BIA board meeting minutes: **Moved by: Doug K. ; 2nd by: Annette M. – Carried**
6. Delegations:
 - a. Mark McDougall – Festival of Lanterns – Unable to attend
7. Financials: Treasurer
 1. Financial statements: Doug K.
 2. Cheques written: **moved by Doug K; 2nd by Trevor S. - Carried**
 3. A/R review: Doug K went over financial statements and the A/R.
8. Chair Update: Dave T
 - a) Response to Blyth BIA Minutes re: Tourist Map. - Blyth BIA noted in their minutes that with future iterations of Tourist Map they would like to be better represented and included in process. Dave T. sent through an email in response to Blyth BIA Chair and Secretary two weeks ago with no response to date.
 - b) General Meeting – Survey monkey will be sent out to membership with the following two times and confirmation of attendance to determine desire to restart general meetings.
 - i. Mornings – 8am to 8:50 am
 - ii. Evenings – 6:30 pm to 7:30 pm followed by board meeting.
 - iii. Also noted the 2-minute discussion that is set aside for guests to speak during meetings follows procedural bylaw for Municipality. This can be changed through proper channels. Or if an item would take longer than 2 minutes, a request can be submitted to be added as an agenda item

9. All Candidates Meeting – September 29th – 7pm to 9pm – Town Hall Theatre
 - a) All Candidates Meeting to be organized by Heather Boa and Jodi Snell.
 - b) Mail chimp went out to membership on September 14th
 - c) Questions can be submitted to info@huronchamber.ca prior to meeting. Or submitted to moderator during break.
 - d) General information will be added to BIA Sign

10. Council Update: Trevor S.
 1. Council is now in Lane Duck position. However, work in continuing.
 2. Director of Finance – Still seeking to fill vacancy
 3. Still looking to fill other vacancies within Municipality.
 4. Hutton Heights – Municipality has begun the process of putting in water/sewer service to site.
 5. Council has approved in theory zoning plan amendment. Moving now to staff for changes to zoning bylaw.
 6. Construction projects – Town Hall accessibility ramp construction has begun.
 7. Budget meetings will begin shortly
 8. Council approved coordination of Community Connectors and Wingham BIA to work together on Wingham Mural Project.
 9. Homecoming 2024 group came to council to ask for council support. Committee of Council to be set up for same after election. More to come.

11. BIA Committees & Liaisons:
 1. **Retail Committee: Ashley V.** –
 - a. Survey for Assistance – Ashley sent out survey looking for assistance with Projects. Received 9 responses, 2 of which indicated they cannot assist. 7 indicated they can assist.
 - b. Retail Meeting Update –
 1. Festival of Lanterns – Taking place Friday, October 28th. Business to be open till 8pm if they can.
 - a. There will be a costume contest, scavenger hunt.
 - b. Teens to be dressed up and hand out candy at store fronts
 - c. Library has indicated they would like to do a Halloween Hunt
 - d. Mark McDougall coordinating with Denise Lockie on appropriate permits as needed.
 2. Possible Harvest Market Sale next year to take place earlier in September.
 3. Looking at tiered sponsorship for larger businesses for events to assist with supporting. They would receive brand recognition etc. This would be aimed more at Christmas events currently.
 4. Christmas Sale – November 12 to December 18th – 6-week sale
 - a. Looking at organizing smaller events throughout the promotion.

- b. Confirmed there will be 3 food trucks on November 19th – Mexican, German, comfort food
- c. Parking of food trucks will be coordinated with Denise and other merchants as permits may be required depending on location.

2. Curb Appeal – Doug K.

- a. Waste Free Wednesday – 12 volunteers including Pete Mulvey. BIA provided, gloves, garbage bags.
- b. Lisa H. indicated she will help with Christmas window décor this year, along with knomes and greenery.
- c. Vacant Store Windows – These should be cleaned, preferably inside and out. Doug K indicated that Community Living provides a service to do this as a reasonable cost.

3. Communications – Dave T.

- a. Website and Facebook continue to be updated as needed.
- b. Working on more mail chimp.

4. Economic Development -Dave T.

- a. Hospital report was shared at meeting. Staffing situations were discussed, along with upcoming retirements that will also impact staffing shortages. Nursing shortages are causing some of the closure issues.
- b. Dimitri presented a report on job vacancies. This would be a good presentation to share with board and membership at an upcoming meeting.

5. Community Connectors – Dave/Trevor:

- a. Volunteer fair was held on September 11th from 1 to 4 at Community Complex. Well attended. Approx. 100 people came through. Warm weather helped pulled folks into the building. 28 to 30 tables. **Dave to send letter thank you letter to WCC for putting on event.**
- b. Teeswater Highlanders Pipe Band looking to move around from community to community. This would be a great event for BIA to get behind. They bring in a lot of people. Looking at perhaps next summer on Thursday evenings. Cruickshank Park a good central location.

6. BIA Sign:

- a. Going well. No updates at this time.

7. Theatre Updates:

- a. Upcoming shows: Almost Famous Players (Oct 2, 4, 6). Jason McCoy (Nov 24), Barn Dance (Nov 14 – Sunday matinee) – Sue also doing a dinner in conjunction with event. Beard Family (Oct 30) – fundraiser for Community Gardens.
- b. More events coming. Announcements to come.

12. Project Updates:

- a. Huron County Mural Project – Carolyn
 - i. Joint committee made up of members of Wingham Community Connectors and Wingham BIA.
 - ii. Committee held their first meeting on Tuesday, Sept 13 to come up with initial plan/thoughts on mural project. Including size (approx. 24' x 14').
 - iii. Huron County Ec. Dev is taking care of the coordination of artist, payments, rental items (ie. Scissor lift).
 - iv. Deadline for mural to be completed is March 30, 2022.
 - v. To be done on board and placed on wall on Community Centre where old LED sign is currently located
 - vi. Next meeting of Committee is beginning of October to narrow down concept ideas, select 2 to 3 mural artists, who will then create and submit concept ideas for review.
 - vii. Carolyn will update BIA board on next steps at next BIA meeting.

13. General Meeting Discussion:

- a. Board to come up with future community improvement project ideas for next meeting.
- b. New Business – Duck Duck Juice – Fitness and juice bar opening soon.

14. Next BIA Board Meeting – Thursday, October 20, 2022 @ 6:30 pm – Hot Stove Lounge.

Motion to adjourn at 8:15pm. - Moved by Jim S. 2nd by Doug K.. – Carried.

Chair: Dave Tiffin

Secretary: Carolyn Young