

Wingham BIA – Board of Management Meeting
Thursday, August 18th , 6:30pm – Hot Stove Lounge

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

Absent: Jim Snyder - regrets

Others Present: Paul Heffer, Christine McGrath, Susan Mullen, Denise Lockie, Lisa Harper, 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: Annette M. – Carried**
4. Declaration of Conflicts of Interest: None Noted
5. Approval of Previous Minutes:
 - a. Follow up items – None noted.
 - b. (June 16, 2022) **Moved by: Trevor S.; 2nd by: Doug K. – Carried**
6. Delegations:
 - a) Denise Lockie – Community Engagement Coordinator North Huron
 - **Mural Project** – Express of Interest letters are to be submitted by Thursday, August 25th at 4pm. Location of Mural will be the Complex wall facing Hwy 86. The community group chosen will work with the artist on design. Whichever group is selected, they are encouraged to work with other community groups to gain their input.
 - **Motion: Carolyn Y to draft Letter of Expression and submit on behalf of the BIA – Doug K; 2nd Annette Monsma – Carried**
 - **Social Media Policy** – North Huron will be drafting an updated communication and social media policy for North Huron staff to follow. There is an expectation that communication should be accessible and transparent at all time.
 - **Insurance Event Policy** – Policy is a guideline for site planning, insurance, event planning etc. There are many alternatives for 3rd party insurance providers outside of the township policy. Any requests that come to the BIA should be carefully reviewing and vetted prior to providing insurance. The BIA is a committee of Council and when these types of request come in, we should be keeping Business and Tourism development top of mind and following our mandate.
 - **Outdoor Brochure Racks** – Denise will follow up with BIA and get some feedback on locations. There are at least 2 available that need to be placed.

b) Lisa Harper – Perth Huron United Way

- Northern Huron Committee (North Huron/Howick/Morris Turnberry) is focusing on the top 3 community issues that have been noted as Homelessness, food security, mental health
- The new Connection Centre in Wingham will be located in the basement of St. Paul's Anglican Church. Opening date of late November – early December. Location is currently under renos at the approx. cost of \$130,00, all funded by donations.
- The centre will be an open space for everyone, with access to a kitchen, laundry and shower facilities, wifi etc.
- The centre will have access to community services such as Mental Health and Nurse practitioner.
- Currently they are looking at having the centre open 3 days per week, still to be confirmed.
- Sept 11 will be United Way Campaign kick off event at the North Huron Westcast Community Complex from 1 – 4pm. There will be town wide porch tunes, volunteer fair and BBQ for purchase.

7. Financials: Treasurer

1. Financial statements: Doug K.
2. Cheques written: **moved by Doug K; 2nd by Carolyn Y. - Carried**
3. A/R review: Doug K went over financial statements and the A/R.

8. Chair Update: Dave T

1. Ally Sieber-Peyton: Ally has been advised of the board's decision to declare her seat vacant.
 - a. **Motion to declare Ally's seat vacant to Council: Moved by Dave; 2nd by Carolyn Y. – Carried**

9. Business After 5 Event, Libro

- a. Carolyn advised that Libro Credit Union is intending on hosting a Business After 5 event in late October. Event will run from 5:30 to 7pm on either Tuesday, October 18th or Thursday, October 20th. Date TBD. Event is open to business owners in Wingham to come together and network. Snacks and drinks to be provided. More details to come.

10. Council Update: Trevor S.

1. Director of Finance – Still seeking to fill vacancy
2. Staffing is a challenge as it is everywhere
3. Municipality still working Official Plan. Expected to be in final review Sept/Oct.
4. Airport lands – Agricultural Lands have been secured as sold. Sale expected to close Nov/Dec
5. Hutton Heights – Municipality putting in water/sewer service to site. Once services are in, municipality will look at putting site back to market for an acceptable offer to develop.
6. Election – October 24th – Council will not go into lame duck as more than 75% of existing council are still running.
7. Early voting starts October 11.

8. It was noted that previously the BIA organized all candidates' meetings in Wingham and Blyth. **Dave to reach out to BIA in Blyth to see if they can organize Blyth meeting. Dave will investigate holding all candidates meeting in Wingham. More information to come.**

11. BIA Committees & Liaisons:

1. **Retail Committee: Ashley V. –**

- a. Sidewalk Sale update – Great success, majority of businesses had positive feedback.
- b. Ashley sent out questionnaire for feedback to the retailers.
- c. Some feedback noted the advertising might have been too early. Perhaps closer to the dates would have been better. Noted for next time.
- d. Raffle – Huge thank you to the volunteers. \$445 was raised and donated to the Wingham Hospital Foundation. Prize was slightly greater than the donation, but it was still a great event.
- e. Food trucks – great success. Trucks were quite busy. Feedback – perhaps having the trucks closer to downtown. Noted for next time.
- f. 19 businesses participated in the sidewalk sale.
- g. Ashley recognized for all her hard work arranging and working the sidewalk sale. Well Done!

2. **Curb Appeal – Doug K.**

- a. Waste Free Wednesday – Pete Mulvey aiming to do this again early September
- b. Theron Riley indicated that although she has stepped back from organizing the events around the Lighting of the Christmas lights. She is still available to help set up and take down the lights.
- c. Remembrance Day is on Friday this year. Lighting of the lights will take place on the 12th.

3. **Communications – Dave T.**

- a. Website and Facebook continue to be updated as needed.
- b. Business Directory is slowly being updated. Huge task, but it is being done at time permits.

4. **Economic Development -Dave T.**

- a. No updates as August 18th meeting was cancelled.

5. **Community Connectors – Dave/Trevor:**

- a. Volunteer fair is on September 11th from 1 to 4 at Community Complex. BIA will have a table. Dave and Carolyn to attend. Volunteer sign up sheets will be created by Carolyn for table.
- b. Welcome Week occurs September 9 to 18th. More details can be found here: [Newcomer Welcoming Week - Huron County](#)

c.

6. BIA Sign:

- a. Chase the Ace sign will be going up shortly. Lions BBQ and Foxton Fuels Anniversary are currently up.
- b. As a note – two businesses are randomly chosen each week to display their name and location. This avoids any issues re favoritism etc.
- c. There have been questions around whether the BIA will entertain advertisement on the sign. The consensus is not at this time. Selling space, collection payments etc., is a huge level of work that we do not, at this time have the capacity to entertain.

7. Theatre Updates:

- a. Shows are relocating from the Knights of Columbus Centre to the Theatre.
- b. Beard Family is planning a Fundraising concert for the Community Gardens. More details to come. BIA to send out a mail chimp to businesses to see if there is support.
- c. Concert Factory are working to bring larger name entertainers to the theatre to perform. More to come.

12. Project Updates:

- a. Tourism Map – Doug K.: Map is out in the community. Currently looking at options for wider distribution. Lots of positive feedback.
- b. Banners – Doug K.: Banners are done and are ready to be hung next year.
- c. 2nd LED sign: this has been tabled for now.
- d. Kincardine currently has town Wifi. Could this be something to explore setting up in Wingham?

13. General Meeting Discussion:

- a. Mail chimp to be sent out to membership for consensus on restarting general meeting and timing.

14. Next BIA Board Meeting – Thursday, September 15, 2022 @ 6:30 pm – Hot Stove Lounge.

Motion to adjourn at 8:38pm. - Moved by Doug K., 2nd by Ashley V. – Carried.

Chair: Dave Tiffin

Secretary: Carolyn Young