

**Wingham BIA – Board of Management Meeting**  
**Thursday, December 21st, 6:30pm – Hot Stove Lounge**

Board Members Present: Carolyn Young, Annette Monsma, Mitch Wright, Doug Kuyvenhoven, Joey Havers; Ryan Ferguson, Dave Tiffin

Regrets: Jim Snyder

Others Present: None Noted

1. Welcome – Called to order @ 6:30pm
2. Public Input – None noted
3. Approval of Agenda
4. Declaration of Conflicts of Interest – none noted
5. Approval of Previous Minutes from November 2023 –
  - a. **Moved by: Doug K.; 2<sup>nd</sup> by: Annette M. – Carried**
6. Financial – Treasurer – Doug Kuyvenhoven
  - a. Financial Statements presented by Doug K.
  - b. Cheques written - **Moved by Doug K.; 2<sup>nd</sup> by Joey H. - Carried**
  - c. A/R Review – presented by Doug K.
7. Council update – Mitch Wright
  - a. Rec Fee Schedule
    - a. 1<sup>st</sup> amendment noted an elimination of family packages
    - b. 2<sup>nd</sup> amendment noted an increase to the fees over a 2 year period, not all in one year.
    - c. There was also a request to put in a basic family package. More to come.
  - b. 2024 Budget – work has begun on this. Updates to follow
  - c. Economic Development Officer vacancy – Job has been included in budget. However, waiting on staff to come back with a better plan on how to implement.
    - le. Position shared with other municipalities?
  - d. Projects on books update:
    - a. 2 blocks of Mill st., in Blyth slated to be resurfaced.
    - b. Resurfacing of Charles St., Edward St., and Patrick St. w in Wingham.

- c. Tennis Courts in Wingham to be resurfaced. Has been put in budget. Quote provided at approx. \$220,000. A portion of project has been requested to be covered by Vance Funds (approx. \$60K). More to come on this once finalized.
- d. Back up generator replacement at rec. centre. Rec. Centre is also noted to be a warming centre, as such, back up generator needs to be replaced.
- e. Town Hall Railings – Waiting on final inspection before fencing can be removed.
- f. Hutton Heights – Sold to developer. Looking to likely do a presale soon. However, no other details at this time.
- g. Staff update – nothing specific at this time. Vacancies for Recreation Director and HR coordinator.

#### 8. Theater Update

- a. **Motion – To Communicate in writing to Greg Furtney that the Wingham BIA is willing to take on the overseeing of the Wingham Town Hall Theatre and the Wingham Town Hall Theatre Fund. However, Booking will remain, at this time, with the Town Hall. Moved by Joey H.; 2<sup>nd</sup> by Carolyn Y. – Carried**
- b. Subcommittee – Wingham Town Hall Theatre Subcommittee – Doug K to be on committee. Doug will be approaching other community members to determine interest in sitting on committee. More to come.
- c. Timeline – ASAP.

#### 9. Annual General Meeting

- a. Draft Budget presented by Doug K. – a few updates to be completed. Doug will present final draft at next BIA meeting ahead of AGM.
- b. Suggested Award winners – Name were presented to Dave T. for awards.

#### 10. BIA Committees & Liaisons:

1. Retail Committee:
  - a. Nothing major to report at this time. Committee plans on meeting in the new year with 1<sup>st</sup> meeting date to be determined.
2. Community Cash – Doug
  - a. Sale is going well. Final tally to be presented at next BIA meeting
3. Curb Appeal – Doug K.
  - a. Flower baskets – Going with same colour and design at 2023 for 2024. Baskets did quite well. Town Hall is taking care of finding a new provider, quotes are being requested.
4. Wingham Community Connectors – Dave T.

- a. Will be meeting on an as needed basis moving forward. Trevor Seip is the new chair.

11. Project Updates

- a. Nothing new to add here. Will give update at AGM
- b. Carolyn starting leg work on a new either “win this space” project or a “dragon’s den” project. More to come as information is available.

12. Other Business/new businesses update

- a. General meetings – to be put on AGM agenda to determine need. (ie. Future BIA meetings would have an “open session” from 6:30 to 7. Following by BIA board meeting. This would allow more time for public input.
- b. It was noticed that the BIA did not have a float in the Christmas Parade this year. Due to timing, holidays and work load, BIA board did not have the capacity. However, if other BIA members are looking to volunteer for future parades, they can reach out.

13. Annual General Meeting

- a. February 15<sup>th</sup> @ 7pm – Knights of Columbus Lounge
- b. Awards – Lifetime achievement, New Businesses, Civic Improvement, Volunteer of year.

14. Next BIA Board Meeting – Thursday, January 18<sup>th</sup> @ 6:30pm – Hot Stove Lounge

**15. Motion: Adjourn at 8:14pm – Doug K.; 2<sup>nd</sup> by Mitch W. – Carried.**

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Chair: Dave Tiffin

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Secretary: Carolyn Young