



MINUTES - MEETING OF THE UXBRIDGE BIA BOARD OF MANAGEMENT

Wednesday, November 2nd, 2022 7:00 p.m.

LOCATION: Microsoft Teams, UXBRIDGE, ONTARIO

Attendance: Christina Curry, Willie Popp, Val Little, Todd Snooks, Sameer Remtulla, Trish Bush

- **1.0 CALL TO ORDER by the Chair** - postponed to acquire quorum until 8:04 p.m.
- **2.0 DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF** – none
- **3.0 APPROVAL OF AGENDA for meeting dated November 2nd, 2022**
 - Motion to approve agenda: Todd 2nd: Sameer
- **4.0 DELEGATION** – none
- **5.0 ADOPTION OF MINUTES for Meeting dated October 4th, 2022**
 - Motion to adopt minutes: Willie 2nd: Trish
- **6.0 CORRESPONDENCE** – none
- **7.0 REPORTS AND UPDATES**
 - **Parkette, Murals and Town Trolley** – Julia reported on the positive value of purchasing the ads for placement on the side of the Trolley. Christina recommended they be placed again for the Christmas Market on Saturday, November 12.
 - **7.2 Baskets** – Christina provided an updated status on the arrival of winter baskets. Public Works will install between Nov. 14 and 18th.
 - **7.3 Holiday Trail** – Christina updated the Board on the plans confirmed thus far for the Holiday Trail, adding that due to the new Board being on hiatus Julia will apply her BIA time to provide assistance to the event.
- **8.0 DOWNTOWN REVITALIZATION PROJECT (DRP) UPDATE** – none
- **9.0 WEBSITE UPDATE** - Julia reported on changes and updates to the website over the past month, as well as updates/notices to come.
- **10.0 OTHER BUSINESS**
 - **10.1 Spooky Saturday report** – Christina reported that the unseasonably warm temperatures aided in providing a successful event. Multiple businesses ran out of candy and purchased more. Several businesses did a wonderful job decorating their storefronts. The Trolley – hired for 5 hours by the BIA – was a huge hit and ran standing-room only multiple times. In addition, families attending the YDHR event rode and inquired as to where candy originated from, garnering more traffic to stores. The Museum event was underwhelming by all accounts, due in no small part to a charge being applied to every child no matter the age. John Cavers has provided the BIA will shots taken on the day. In order to achieve maximum involvement with businesses, Christina recommended the event be promoted earlier next year; lamp post décor has begun to be purchased on clearance for next year’s event which will include a selfie spot.
 - **10.2 Hello Card** – Security-related research has been compiled by Town CAO Kristi Honey. The new Board may choose to research further opportunities with this type of promotion in the New Year.

- **11.0 FINANCE / BUDGET**

- **11.1 Quarterly Report ending August 31, 2022**

- Motion to receive and accept the quarterly report ending August 31: Willie 2nd: Trish

- **11.2 2023/24 Operating Budget** – Julia has provided Treasury with this document.

- **11.3 Additional grant funds** – Christina explained the options open to the Board to spend additional grant funds totaling \$30,000, their original uses no longer being feasible to follow through on:

1. Redistribute twinkle lights along Brock Street. By utilizing apprentices to redistribute existing (where applicable) and install new (where needed) lighting in trees that have outgrown their lights, the BIA can realize a savings.
2. Purchase of a new BIA Hut and Trailer. Todd explained the state of the existing Hut and Trailer – both unsalvageable due to outdoor storage over so many years. As well, both customized items are required to be purchased single-source due to their need to be built with accessibility in mind/low suspension for the trailer/security features.
3. All-season basket hardware: Christina described her desire to source new 24"-30" black metal/coco mat baskets that would negate the need to purchase new basket hardware bi-annually, but would allow us to save by purchasing summer plant material and winter greenery only. Julia provided an update on quotes received thus far, adding that more quotes were expected shortly.

- Motion to approve the purchase/construction of a new BIA Hut : Trish 2nd: Todd
- Motion to approve the purchase/construction of a trailer for the BIA Hut: Sameer 2nd: Trish
- Motion to allow staff to source suitable basket hardware for seasonal beautification, using additional grant funds: Willie 2nd: Todd

- **12.0 BOARD ROUND TABLE**

- **13.0 ADJOURNMENT** - Motion to adjourn at 9:08 p.m.