



APPROVED MEETING MINUTES

REGULAR MEETING OF THE UXBRIDGE BIA BOARD OF MANAGEMENT

TUESDAY, September 12TH, 2017 6:30 p.m.

**LOCATION: SCRIBES' ROOM (UXBRIDGE MUNICIPAL OFFICES)
UXBRIDGE, ONTARIO**

- **PRESENT:** BOARD: ELAINE LEIGH, DOROTHY JOVKOVIC, FRED BRYAN, GORD HIGHET JOANNE STAMATOPOULOS
- **REGRETS:** JOANNE RICHTER
- **INTERIM FACILITATOR:** ELAINE LEIGH

- **CALL TO ORDER**
 - 6:35 pm
- **Approval of Draft Agenda**
 - Dorothy
 - Gord second
 - Carried

- **DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF**
 - none

- **DELEGATIONS**

- None

- **ADOPTION OF MINUTES** - For meeting, dated July 11th, 2017
 - Dorothy
 - Seconded by Joanne
 - Carried

- **MATTERS OF BUSINESS**
 - **Banner Update**
 - 2 quotes - motion to accept lower quote (from Shear Display)
 - Motion to accept Dorothy
 - Seconded by Gord

- Carried
 - Discussion of banner re-design, possibility of partnering with tourism to design/purchase new banners - will look into pricing/design ideas
- **Beautification**
 - 5-10 additional flower baskets for next year. Need to extend watering contract up to two weeks - \$873.00/week.
 - Motioned by Joanne
 - Seconded by Gord
 - Carried
 - Second year option on watering tender - \$15,029, will go up with addition of baskets - motion to approve up to \$17,000.00
 - Motioned by Gord
 - Seconded by Dorothy
 - Carried
 - Discussion of waste collection/signs - unclear whether signs reminding businesses/residents when garbage day is are having any effect. Also discussed businesses that are in commercially zoned areas but have residential collection schedule - if there's any way to have their collection schedule changed. Elaine will look into who is affected and how it can be changed. Gord would like us to provide feedback to the region regarding waste schedule signs.
- 2017 – **Budget Updates**
 - Budget - on track - handout provided with changes/increases. Discussion of Christmas promotion - maybe have draws coinciding with planned events. Will look into ideas.
- 2018 – **Budget Review**
 - On Track
- **Video Review**
 - Preview of BIA video
 - Motion to approve Fred
 - Seconded by Gord
 - Carried
 - intent is to include it on BIA website, maybe tourism website for \$50/month
 - Motioned by Fred
 - Seconded by Dorothy
 - Carried

- **Social Media**

- Discussion of BIA social media - Facebook - ideas to promote "Likes" - paid promotion for Halloween (Saturday, October 28th) combined with \$100 prize
 - Motioned by Dorothy
 - Seconded by Gord
 - Carried
- \$50 cost for paid Facebook promotion
 - Motioned by Fred
 - Seconded by Dorothy
 - Carried

Other business - discussion about upcoming construction on Brock - grant received - shared ideas of how to keep businesses/customers informed of what will be happening, when construction will begin, parking conditions, etc.

Elaine announced short-term leave of absence. Dorothy will serve as chair for time being. Awaiting resumes for Facilitator position.

- Motioned by Fred
- Seconded by Dorothy
- Carried

Question Period

None

Adjourned 8:27 PM

