



**DRAFT MINUTES - REGULAR MEETING OF THE  
UXBRIDGE BIA BOARD OF MANAGEMENT**

**Thursday November 7th, 2019 7:00 p.m.  
LOCATION: SCRIBES' ROOM (UXBRIDGE MUNICIPAL OFFICES)  
UXBRIDGE, ONTARIO**

**Attendance: Christina Curry, Willie Popp, James Drake, Trish Bush, Hailey Weatherbee, Caitlin Christoff Taillon  
Regrets: Alexa McCarthy, Todd Snooks**

**Guest: Hank/Trail Capital Pharmacy**

- **CALL TO ORDER - 7:03pm**
- **APPROVAL OF DRAFT AGENDA**  
Motion: Willie | Second: James > Approved
- **DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF**
  - None
- **ADOPTION OF MINUTES**
  - For regular meeting dated: October 8th, 2019
    - Motion: James | Second: Willie > Approved
  - For special meeting dated: October 24th, 2019
    - Motion: James | Second: Caitlin > Approved
- **WRAP UP – HALLOWEEN/TRICK OR TREAT TRAIL**
  - Hailey updated the Board on the Halloween event
  - Overall the feedback has been positive, many kids out on the streets (beautiful fall day helped!)
  - More face to face with businesses prior to event will help increase participation
  - Look at printing maps earlier for 2020 and give out at a few locations prior to event, share digitally as well. People began at different areas of town
  - Increase budget for purchasing additional candy
  - Add an extra hour? Run from 11:00am-3:00pm
  - Host 2020 event on Halloween since it will be on a Saturday
  - For the window contest have businesses ready for the Thursday so pictures can be taken in advance (hard to grab great ones with kids running around)
- **2020 BUDGET**
  - Facilitator provided a summary of the proposed 2020 budget along with an update on current/estimated financials for 2019
  - Following discussion of points below, Facilitator will update the budget and review for vote at December meeting and submission to the Township

➤ **Winter Event**

- James provided additional details on the proposed event including an updated budget
- Proceeding with event would require use of a portion of BIA funds that could potentially be offset by sponsorship
- **MOTION James | Second: HAILEY: To proceed as presented with the Winter Event. Motion failed.**

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➤ **Brock Street Tree Lights**

- Facilitator provided a quote package to Board
- Reviewed renting lights vs. purchasing as costs come in at a similar price point
- **MOTION James | Second: Caitlin: To proceed with the purchasing of lights via Illuminations and accept their quote. CARRIED**

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➤ **Sidewalk Snow Removal**

- Willie proposed that the Board consider allocating money for sidewalk snow removal in 2020
- Would be the sidewalks only, not the piles of snow
- Run on Brock from Spruce/Church to First Ave.
- Will discuss during first half of 2020 and bring formal proposal to Board for consideration in 2021 budget

➤ **Holiday “BIA Bucks” Event**

- Board considered moving quickly to get a program off the ground in 2019
- A \$2000 prize on Christmas Eve and a \$1000 prize on New Years Eve

• **FINANCIAL UPDATE**

- October Financial update shared with Board

• **OTHER BUSINESS**

- **Vacant Board Seat**
- Township has posted our call for new Board member

• **NEW BUSINESS**

- The BIA’s “Santa Hut” has been located and currently being used by the Optimists for the Festival of Lights

• **ADJOURNMENT – 9:15pm**

***Next BIA Board Meeting: Tuesday December 3<sup>rd</sup>, 2019***