



Leamington BIA Board Meeting Agenda Wednesday June 2nd, 2021 at 8:00am Electronic Participation

Due to the precautions being taken due to the COVID-10 emergency, no in person attendance or delegations will be permitted at this meeting. If a person wishes to address an item listed on the agenda, a person may send an electronic submission to the BIA Coordinator at maria@leamingtonbia.com prior to the start of the meeting.

1. Call to Order

2. Disclosures of Pecuniary Interest

3. Approval of Meeting Minutes

- Approval of Board Meeting Minutes – May 5th, 2021

4. Report From Council Representative

5. Report From the Chamber

6. Report From the Treasurer

7. New Business

- Monthly Business Spotlight – Business selection
- Monthly Promotional Give-a-way – BIA Bucks
- Sound System – Power outlet

8. Report From the Coordinator

- Digital Main Street – Reapply

9. Adjournment



LEAMINGTON BIA Board Meeting *MINUTES*

Wednesday, May 5th, 2021 8:00a.m.

Electronic Participation

- 1) **CALL TO ORDER**– Chad Robinson called the meeting to order at 8:00 a.m.
Attendance:
Members of B.I.A. Board: Chad Robinson (Chair), Christie Reid (Vice Chair), Gerard Rood (Secretary), Shelly Gabriele Gale (Treasurer), Chad Riley, Patricia Vance, Shawn Bodle
Members of Council: Tim Wilkinson, Trevor Jones
Members of Administration: Maria Peters
Guests: Wendy Parsons (Chamber of Commerce), Michelle Fortier (Bank Theatre)
Absent:
- 2) **DISCLOSURE OF PECUNIARY INTEREST** – None brought forward.
- 3) **APPROVAL OF MEETING MINUTES** – No comments provided. **Moved by P. Vance to adopt April 2021 minutes. Carried.**
- 4) **REPORT FROM COUNCIL REPRESENTATIVES**–Tim advised of sewer work along alley behind Gingerbread House restaurant with minimal impact expected on Erie and Talbot Streets. He discussed the by-law department and advised that he told administration that a great job was being done with property standards being much improved. Trevor agreed with Tim on the by-law work and noted that everyone is working together at this point.
- 5) **REPORT FROM THE CHAMBER**–Wendy outlined work by the Chamber on the rapid test program for COVID. People will be able to register online to schedule a test. Businesses can do serial testing every week or two. She responded to Chair Chad's question about testing non vaccinated staff, and this is available. The rapid test has 90% accuracy and anyone with positive test will need to go to hospital for testing confirmation. Test kits are free, and more information will be available on Friday. Volunteers are being sought to help with testing, including for farms, with hours from 10 to 3 and possible duration from 3 to 9 months. They have some small events coming up and are getting registrations for the June 16th golf tournament.
- 6) **NEW BUSINESS**
 - a. **Board Chair** - Chair Chad noted this election was required. **Moved by G. Rood to nominate Chad Robinson. No other nominations. Carried.**
 - b. **B.I.A. Bucks Initiative** - Chair Chad noted that we have \$3,000.00 outstanding from last year. The Board agreed to extending the deadline and allowing exchange of past Bucks for the new ones being issued. The B.I.A. will post redemption information on social media. Chair Chad noted that we have no deadline on gift card promotions, and this could be applied to the Bucks program at this time. It was noted that delays may be due to the COVID situation. Security details for Bucks distribution were discussed noting that 2 people are needed at all times. Maria will send out an email for volunteers and scheduling.

- c. **Letter to Council** – Chair Chad discussed the latest draft of the letter about concerns with public demonstration. From general discussions the Board established that proceeding with the letter would show that we are working together. Members agreed that it would be good to have the letter on record even with the delayed submission.
Moved by S. Bodle to submit the letter to Council. Carried.

7) REPORT FROM TREASURER

- a) Chair Chad noted that the reports are 1 month behind but working on it.
- b) Shelly advised that there was no change in budget since last month. The plan is to have the accountant's report for the first week of each month.

8) REPORT FROM B.I.A. COORDINATOR – Maria reported on the sound system. There have been problems getting the components delivered with current conditions. They hope to get it out next week if the materials are received.

9) ADJOURNMENT – **Moved by T. Wilkinson to adjourn at 8:42 a.m. Carried.**

Next Board Meeting set for Wednesday June 2nd, 2021 at 8:00a.m.