|  |  |
| --- | --- |
| **BOARD MEMBERS** | Dean MacLean, Dr. Brett Warren, Ray Chisholm, Dr. Theresa Bankey, Robert Nashat, Tracey Dreesen, Noel Lourenco, Dave Walsh, Chris Stadnik, Joe Martineau, Doug Ball |
| **PRESENT** | Dr. Brett Warren, Ray Chisholm, Dr. Theresa Bankey, Robert Nashat, Tracey Dreesen, Noel Lourenco, Joe Martineau, Doug Ball |
| **PROXY** |  |
| **ABSENT** | Dean MacLean, Dave Walsh, Chris Stadnik |
| **GUESTS** |  |

|  |  |
| --- | --- |
| **Item #** | **Item Description** |
|  | **Call to Order: 8:20 am** |
|  | **Declaration of Pecuniary Interest: None** |
|  | **Approval of Previous Meeting Minutes:** Motion by: Ray Second by: Joe |
|  | **Approval of Agenda:** Motion by: Tracy Second by: Ray |
|  | **Finance**  Budget template submitted to by mid-January. Determine Tax Levy % ask.  Tax Appeals 2022 – amount to be paid back is 38 K |
|  | **Development Updates-Ray**  Paving of Kerr Street – delayed till spring  Metrollinx Track (Kerr & Shepherd) work Sat Dec 3 evening – Sun Dec 4 day and evening. Will send out a notice to merchants. Kerr Village BIA had requested that dates be done on a less busy day and instead of the original Thur – Fri.  Ray mentioned the 550 Kerr Street development report is going before the next Planning and Development meeting. It is time that we made our stance known. ED will go to meeting and make delegation regarding the lack of commercial space and amenities that will need to be included.  There is also a development moving forward at 50 Speers Rd. |
|  | **Special Event Updates**  Kerr Village Tree Lighting & Holiday Market Sat Dec 3rd Market 10 am – 7 pm & Tree Lighting Festivities 3 – 6:30 pm.  Dignitaries are lined up; have a social media roaming digital photo booth. Ray was able to get sponsorship from The Deane.  Tracey is handling the market. We will have some local food vendors on sight. |
|  | **Streetscape Updates-**  218 Kerr Street light pole top loose reported to Oakville Hydro, email was sent requesting repairs.  Two light poles eGFI not working were replaced, still not working, reported to Oakville Hydro.  Graffiti reported on public and private property reported to Town of Oakville & Halton Police. |
|  | **Executive Director Report:**  See attached report |
|  | **Motion to receive reports:** Motion by: Ray Second by: Noel |
|  | **New Business**:  None to report |
|  | **Kerr Village Insights: None** |
|  | **Adjournment:** Motion by: Board |
| **13.** | **Next Board Meeting Date: January 26th, 2023**  **Next Special Events Meeting: To follow** |

**EXECUTIVE DIRECTOR REPORT**

* Creative and Social media posts Kerr Village and Santa Claus Parade
* November Newsletter
* Christmas Tree Lighting & Market Preparations
* Met with Town Event Staff re: Tree Lighting
* Met with Town Finance Staff re: budget 2023 & Tax assessment appeals
* Artist of the Month November bulletin board display.
* Accountant monthly visit November
* November- met with Recovery and Resiliency Committee.
* Visited new merchants as well as other merchants
* Other duties performed as needed
* Preparing final accounting report to Province for grant
* Meeting for Taste of Oakville
* Processed invoices
* Worked Sat Nov 12 – wreath install and lights on Christmas Tree
* Volunteered Sat Nov 19 – Marshall for Santa Claus Parade
* Passed out posters to merchants
* Creative for tree lighting
* Posted Tree lighting event on social media platformss