**MINUTES**

**Kerr Village BIA Board Meeting**

**Thursday, April 26, 2018**

**8:00AM**

**Kerr Village BIA**

**B-363 Kerr Street**

**Oakville, ON L6K 3B9**

**Present:**

**Doug Sams, Executive Director**

**Dean MacLean, Chair**

**Noelle Lourenco**

**Chris Stadnik**

**Noel Lourenco**

**Terry Hutchison**

**Steve Clayton**

**Dr. Theresa Bankey**

**Don Wilson**

**Cathy Duddeck**

**Proxy-**

**Meeting called to order by Dean MacLean at 8:15am**

**Regrets:, Dave Walsh Robert Nashat Dr. Brett Warren, Vice Chair**

**Minutes:** Doug Sams

**Guests: Guests: None**

**Pecuniary Interests: None**

***Adoption of the Minutes:* Thursday, Feb 22, 2018 Motion by Theresa, second by Noel. Motion Passed**

**COMMITTEE REPORTS:**

**Communications:**

Chris reported on the idea that we engage Yellow Robot to update the website, social media strategy and digital marketing seminar series.

Communication committee recommends the website update at $2,200 all inclusive and social media pro package at $1,200 per month.

Motion was made by Chris for website update at a one time fee of $2,200, second by Noel motion passed by board.

As per direction from the board, Chris will get 3 quotes on the social media strategy and report back to the board.

**Street Scaping:**

Dean, report on Horticulture for the street. Flowers and planters will be out near the end of the month of May.

Lights will be taken off of trees along Kerr Street and then Forestry will trim the trees. Lights would go back up near the end of August.

ED gave report on the underpass project, the public meeting, urban design and funds for a gateway off of Lakeshore Rd W to Kerr Street. The money for the gateway would come from the Province through a grant. Request for the grant will go through Town Council and then submitted to the Province by July.

Dean put forth a motion that any money received from Ontario’s Main Street Revitalization Initiative go toward the Gateway project, second by Cathy. Motion passed by board.

**Special Events:**

Dean reported that the first Market will be June 9th 10am-4pm. The other Markets take place Sat July 14 & Sat Aug 11.

Kerrfest taking shape. For the Celebrate Ontario Grant, we must have a 3 day event. 3rd day would basically be a family day.

The Kerrfest enhancements would be 3rd day, additional programming, shuttle service provided and survey.

The main programming for Kerrfest has been contracted. Everyone was reminded about sponsorship.

**Long Term Planning:**

Cathy nothing to report other than Metrolinx project.

**Nomination:**

Cathy said she would contact and chat with a couple of candidates for the one position that is open.

**Development:**

Terry, trying to set up some meetings with property owners regarding development and what they feel they need to move along.

**Strategic Plan:**.

Nothing to report

**Finance:**

Budget for 2018 was approved by ASC and will go to Town Council this Monday.

**ED Report:**

Met with Constable Harjeev Brar-have had a number of break ins in the BIA as well as West Kerr residents area.

Any issues or questions please email Harj- Harjeev.Brar@haltonpolice.ca

Attended OBIAA Conference

Information on digital main street-12 million from Province to be administered by OBIAA-up to $2500 for grant per merchant

Met with Gord LaLonde ,Town Planning Staff, Economic Development re: Ontario Main Street Revitalization money available

Discussed with Town Economic Staff- Silicon Halton workshop for merchants re:online presence & social media. Monies availalbe

Met with Dan Cozzie, Town Staff, Ward 2 Councilors, Metrolinx re: Kerr Street Grade Separation Project

Have been updating merchant list

Sunday Banner Repair

Attended Mayors Economic Report

Visit Oakville Board Meeting April/March

Kerr Village Market Meeting

Kerrfest Logistics Meeting with Volunteer

Kerrfest Events Meeting with Town Staff

Kerr Street Café visited with Town Staff Re: Patio

Completed Audit with KPMG

April visit by our Accountant

Attended ASC at Town-budget will move forward to Council

Event Preparation for all events-includes various meetings.

Met with Oakville Centre - Feasibility Study - External Market Research per Town of Oakville

Grand Opening Sandwich Society May 17th 146 Kerr Street 1pm.

Have been informed of a successful CSJ application

**Motion to receive reports made by Cathy, second by Chris, motion passed.**

**New Business**

**Motion** **to adjourn made by Noel, second by Chris , motion passed.** **Meeting Adjourned**

**Next Board Meeting**

**Thursday, May 24 2018 at 8am**