**Kerr Village BIA Board Meeting**

**Minutes**

**Thursday, August 25, 2016**

**Kerr Village BIA Office**

**B-363 Kerr Street**

**Present:**

**Doug Sams, Executive Director**

**Dean MacLean, Chair**

**Dr. Brett Warren, Vice Chair**

**Terry Hutchison**

**Janis Smith**

**Chris Stadnik**

**Dave Walsh**

**Allan Kowall**

**Absent:** Don Wilson, Steve Clayton, Cathy Duddeck, Robert Nashat

**Minutes:** Doug Sams

**Regrets:**

**Proxy:**

**Guests:**

**Dean MacLean called the meeting to order at 8:07am**

**Pecuniary Interest: None**

Motion to adopt the Minutes from July 28, 2016 Moved by Dave second by Janis, motion passed.

**COMMITTEE REPORTS:**

**Development:**

Terry- Develop a list of potential development properties to encourage development in Kerr Village.

Keep the list up to date so it is current. It would be placed on the website. Let developers know that we can assist them with information on properties that are available to be developed.

Dean-pointed out that this decided direction took place with the meeting of strategic planning that took place earlier in the year.

Terry-talked about how the list can be obtained and how it would be updated. It could be placed on our website re: Development in Kerr Village.

There was also some discussion about the Rain Condo project and the second tower. Also discussed the old heritage home location.

Allan- brought up the situation with the Train Tracks and possible underpass project for the future.

There was also discussion about the closure of the Lakeshore Rd bridge for the coming year into downtown Oakville and how it will affect the Merchants along Lakeshore Rd. Discussion took place about how it would affect our merchants in the area and how it would negatively effect traffic.

Allan-also made the inquiry how the Town will develop the area in the long term.

It was pointed out that the bridge is in disrepair and the work needs to be done immediately.

It was pointed out that we need to be proactive in giving our merchants information about the bridge closure and what is taking place.

Terry-need to let people know that the businesses will remain open.

Chris-requested rain contact information for welcome package for the new residents. (after meeting the information was emailed to Chris)

Janis-can we check with downtown to find out how they are handling the closure.

Terry-also need to find how work will progress on downtown streets.

**Street Scaping:**

Doug-we applied by the deadline for a Façade Improvement Grant for our BIA office and were successful. Planning Services came by, looked at our present façade and presented a proposal for an improvement. We then solicited the required quotes (2) and submitted them with our application, which was then accepted. We have one year to complete the project.

Dean-discussed what has happened with buildings that have one owner and a number of different businesses. There is a cap amount for the amount monies available for the whole property and not for each business.

Dean-talked about the possible development of the block between Florence and Washington on the north side.

Terry-as a board we do support development.

Allan-it would be important that the project be done quickly and to find a way to keep businesses open and in the area. Lessen any disruptions.

Motion to submit MOU to Town of Oakville regarding the Façade Improvement Program, subject to budget approval. Moved by Brett, second Janis

Dean-discussed the planters and baskets. Also talked about that we no longer have Matt as the local constable.

Allan-asked about the missing trees.

Doug-some will be planted this fall and next spring.

**Nomination:**

It is hereby noted that Janis Smith has submitted her letter of resignation from the board after the meeting was concluded. An electronic vote was taken on Friday, August 26 and a majority responded to accept the resignation.

Motion was made to declare a board seat open due to absence of more than 3 board meetings. Moved by Chris second by Dave.

**Communications:**

Review of YR monthly activity report.

Chris-talked about YR and their work so far with regards to Special Events. As far as he can tell they are on top of everything. After Kerrfest is completed will sit down and make a plan to Market Kerr Village.

**Special Events**

Dave-have been meeting on a weekly basis. Band spots have been filled. Trying to take care of a few band requests for accommodations. Dealing with a few logistical problems.

Will deal with some of the issues in the Special Events meeting later today.

**Strategic Plan:**

Nothing to report

**Finance:**

Nothing to report

**Long Term Planning:**

Nothing to report

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**Sponsorship:**

Nothing to report

**ED Report:**

Met with Town Events Coordinator regarding Ontario 150 Celebration Grant

Visited with Merchants and Handed out Kerrfest Posters

Attended Open House Nuworld Botanicals and Acupuncture

Attended sub committee for Livable Oakville

Attended Town Council Meeting

Phone Conference with Halton Region Police re: Ops Plan for Kerrfest

Meeting with Engineering Department and Town Events Coordinator Regarding Kerrfest

Working Final Details for Kerrfest

Worked August Market

**New Business:**

No new business

**Motion** to receive reports made by Janis second by Dave. **Motion Passed**.

**Motion** to adjourn made by Janis second by Chris. **Meeting Adjourned**