**Kerr Village BIA Board Meeting**

**Minutes**

**Thursday, February 22, 2018**

**Kerr Village BIA Office**

**B-363 Kerr Street**

**Present:**

**Doug Sams, Executive Director**

**Dean MacLean, Chair**

**Dr. Brett Warren, Vice Chair**

**Noelle Lourenco**

**Chris Stadnik**

**Noel Lourenco**

**Terry Hutchison**

**Robert Nashat**

**Proxy- Cathy Duddeck**

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

**Regrets: Steve Clayton, Dr. Theresa Bankey, Don Wilson, Dave Walsh**

**Minutes:** Doug Sams

**Guests: Guests: None**

**Pecuniary Interests: None**

***Adoption of the Minutes:* Thursday, Jan 25, 2018 Motion by Chris, second by Terry. Motion Passed**

**COMMITTEE REPORTS:**

**Development:**

Terry Hutchison gave a report on the recent Committee Meeting.

Try to get specific areas of concern developed- examples were the corner of Kerr St.& Lakeshore; Lakeshore & Chisholm; and an area in the 400 block of Kerr.

It was also suggested that we have strategic meetings with key stakeholders within a strategic time frame.

Talked about cost of smart city-public wifi. Interested in looking at different Smart City concepts.

The idea is to be proactive so the same properties are not sitting empty 4 or 5 years from now.

Discussion did ensue about various trends in development in both Kerr Village & Downtown.

**Finance:**

Dean gave a report on finances; specifically the budget for 2018. A 2.5% increase would put us just over $402,450 for the year.

Dean asked for a motion for a 2.5% budget increase. Moved by Terry; second by Chris. Motion passed.

Chris inquired about salary increase for ED in budget. Dean said it was the standard increase as he called the Town, talked to the Vice Chair and informed the accountant.

**Special Events:**

Dean gave overall report on where we are with events.

For Kerrfest the main bands are in place- Trooper; Kim Mitchell and Honeymoon Suite.

Also talked about Wine supplier. Last years company did a great job and took care of everything. Another company expressed an interest, are more expensive and would not supply the same staff support.

Talked about VIP tent; sponsorship; and making sure we had a toilet available within VIP tent. Will relocate VIP to a better viewing area.

Checking into wifi for the event along with ATM for event.

**Communications:**

Chris- talked about initiatives to better communicate with the merchants. Will update info and have a map. Is meeting with Yellow Robot later today.

Robert brought up about YR being able to track merchant info from their website.

Chris agreed that would be part of the process.

**Street Scaping:**

Dean gave report.

Talked about Urban Planning design and what the parameters would be.

Lights will come down, forestry will prune trees and lights will be put back up at end of summer.

New LED lights have been put on street lights down Kerr Street.

**Strategic Plan:** Nothing new to report.

**Long Term Planning:** Nothing to report

**Nomination:** One board position opening.

**ED Report:**

Constable Harjeev Brar-asked me to pass along this: warmer weather = break and enters and thefts from autos.

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

Have information to dedicate a bench or tree in an open space in Oakville.

Attended Chamber Business After Hours Wed Feb 14th Film.ca Cinemas

Attended Livable Oakville Sub Committee

Logistics Meeting re: Kerrfest

Meeting with Yellow Robot

Meeting re: Market

Meeting with Planning Staff Re: Façade

Took care of complaint about Shopping Carts

Met with Merchant re: trying to expand business

Met with Town Communications Liaison & PR Company Re: Downtown Lakeshore Rd Revitalization for 2019 & 2020

Monthly visit by our CPA

Preparing for Audit at end of month

Worked on Budget Draft

Met with First Ontario about Advertising Opportunities

Walk about to speak with Merchants

OBIAA Conference Call

**Motion to receive reports made by Noel, second by Terry, motion passed.**

**New Business-** No new business.

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

**Next Board Meeting**

**AGM Tuesday, March 20, 2018**