**Present:**

Doug Sams, Executive Director

Brett Warren, Vice Chair

Terry Hutchison, Strategic Plan Chair

Janis Smith

Mike Marner

Cathy Duddeck

Allan Kowell

Chris Stadnik, Communications Chair

Dave Walsh, Special Events Chair

Steve Clayton

**Minutes:** Doug Sams

**Regrets:** Dean MacLean

**Absent:** Don Wilson, Robert Nashat,

**Guests: None**

**Brett Warren calls the meeting to order at 8:10AM**

**Pecuniary Interest: None**

Adoption of Minutes from Aug 27, 2015 Moved by Terry, second Chris, passed.

Adoption of Minutes from Oct 1st, 2015 Moved by Terry, second Chris, passed.

**Subcommittee Reports**

**Special Events – Dave Walsh/Dean MacLean, Chair**

Doug gave a report on Tree Lighting and gave out itinerary. Wreaths are up, tree decorated, and looks good, and Event runs from 4-7pm.

Stage set up in square, street blocked off for safety. Same food set up with exception of Tim Horton’s.

Doug went over schedule of the groups that were going to perform. Also confirmed dignitaries who will be in attendance. Mr. and Mrs. Claus will be there as well.

Also Matt Baker will be in attendance for Toys for Tots.

Brett: Earlier this year.

Cathy: Better for the kids

Doug: Films.ca will show free movies between parade and tree lighting.

Janis: Will weather be a problem

Cathy; Can use overhang

Doug: May have to use overhang. Groups may have to sing acappella under overhang.

Brett: What time do you need help?

Doug: Need help at 3:pm. We do have volunteers coordinated by Cheryle McCullough.

Steve: Need to check Bar B Q make sure it works?

Doug: Will check knobs and burners.

Allan: Who is providing food for Bar B Q?

Doug: Boffo’s, Mermaid.

A few final items and moved on.

**Finances-Mike Marner (Treasurer)**

Mike reported on finances from Kerrfest and gave out a budget comparison regarding the event. Handed out a financial report. Looking at overall cost 127, budget was 110. Over by 17k. We received 19k in sponsorship. Thought we could make more on revenue from beverage but weather was a factor. Biggest cost over run was for performers. Have to be careful going forward. We will receive HST refund in the middle of February. We are keeping the Tree Lighting budget right around $5,000.

Janis: Any one specific thing that caused Kerrfest to cost more?

Mike: Performers were 20k over.

Doug: Part of the problem was the HST.

Janis: We get that back.

Doug: Correct

Allan: HST distorts the number on all items.

Mike: We included the actual cost, when we get HST it will help the actual cost of Kerrfest.

Terry: Asked about HST.

Mike: Tree lighting we have not paid for any of performers.

Doug: Tree was given at cost.

Allan: Tree Lighting cost this year?

Doug: Around 5k or a bit over

Mike: Our budget was 8k and we are trying to keep cost down.

Talked about weather affecting beverages sales, which had net sales of 10k.

All in all great feed back about Kerrfest. Cuddy packed, Page packed, Kerrfest is getting a lot of attention. Oakville Beaver did a nice write up.

Mike: Waiting on financials from Jim Oates. We can send out to board.

Chris had not had a chance to respond to your email to address your questions.

Concludes update on Kerrfest.

**Communications-Chris Stadnik (Chair)**

Chris-Will has a photographer and video person at Tree Lighting. May have a drone at the Tree Lighting so we can post on Website.

Events and Communications we need to communicate better, with the ED and Chair. Responsibility who does the communications. Radio, TV, newspaper. Ed and Chair have done a good job. We need to communicate better and know what is going on.

A good job has been done, just need to know.

Would like to have a sub committeee regarding marketing for events. Specifically would like to be involved more.

Cathy-Can sit down meet and go over things. Need to communicate better and know what is going on. Transparency, sometimes decisions have to made quickly. Do not want to let things slip through cracks. Have to communicate with everyone.

Cathy-have a sit down to get everyone on board. Expressed concern about meeting attendance.

Brett: Attendance standards, which needs to be addressed.

Chris: come up with a solution to budget and communications.

Expressed concerns about 18k budget, just wants to know where we stand.

Would like to know what is available in line item for up coming projects. Wants to make sure we use budget. Just wants to know what we have to work with.

Mike: When he gets financials from Jim will forward to Chris.

Chris: Attendance to infrequent. We have all been guilty of missing meetings.

Brett: During summer months attendance died down. Meet more and know who is doing what.

Chris: Make a schedule before events (Kerrfest) meet every two weeks so everyone knows what is going on. Responsibility needs to be taken for attendance, if you miss 3 maybe you should be off board.

Allan-Reason for once per month board meetings was so sub committees can meet. Sub committees need to meet, take minutes, and report to the board. So we have a record of sub committee reporting to board.

Need more effective sub committees.

Cannot wait and do things at the last minute. We need to start meeting for next year. Sub committees need to start meeting now. Get back to effective sub committees. Need to see where decisions are coming from.

Cathy: Will sit down and report back to board. Suggestions on report back to board.

Chris-check with new businesses, welcome package. If we can email to the broader community to get welcome gifts to the new businesses.

Doug when we have a new business we usually send something to welcome them that coincide with their grand opening. If we are made aware of grand opening.

Chris: Delivers letter to new businesses welcome to the healthy neighborhood. Basically discounts, etc. Ask for email to broader community so we can come up with a welcome package. Develop new business friends.

Allan: Welcome wagon gift from all new members.

**Streetscaping-Dean MacLean**

Doug-gave report on wreaths, lighting, street trees and trees being taken down. Will touch base with Forestry about plans to replace tree. About six trees have been taken down. Met with forestry last spring and wanted to know if there was anything we should know. Could have saved money if we had known trees were coming down.

Allan: When are they going to replace the trees?

Doug: Will check with Forestry and will try and find out.

Mike: What are they going to replace them with?

Doug: Will try and find out. We have wow factor now with the trees. Lots of positive comments.

Allan: Sooner we get trees replaced the better.

Mike: Lights have been re used off of trees that were cut.

Doug: We have used on Christmas tree.

Brett: Gap in lighting.

Janis: No mans land.

Doug: No outlet on trees. Might be able to put lights on trees nest to dog guides.

Chris: Gap there.

Allan: Gap there and gap further up.

**Sponsorship-Allan Kowell**

Allan-working on sponsorship for Kerrfest next year. Have started talks with Porche on Kerrfest sponsorship.

Brett: What are they thinking?

Allan: Will be meeting with them before Christmas.

Brett: We can have one or other Budds’ or Porche

Allan: Hoping to get 40k from Porche

Mike: High mark that would be great.

Allan: If someone else would like to step up and give 40k that would be great.

Brett: When is our deadline for this stuff?

Allan: Would like to finalize porche stuff before the end of the year. The companies that are going to sponsor will have their budgets set before the end of the year.

Brett: Doug, was Millstreet happy?

Doug: Last years beer sponsor was happy and wants to set up meeting. But that was before another company bought them out. I need to reach out to my contact. We have had approached four brewery’s and they were the only ones willing to put up sponsorship money. Anyone can sponsor beer tent. We could get beer from beer store. I know that they were very pleased. Go back an renegotiate with all of them.

**Nomination- Cathy Duddeck**-Nothing to report

**Long Term Planning**-Cathy Duddeck

Cathy: Good news 42 Lakeshore Rd West will be developed. Working with current owners. Have been working with current owners along with West Harbor Residents. Lets get on with this and get going. Tree on property is dead. Current owner has been fined and charged.

Allan: What was fine?

Cathy: 5k. Owner would like to re build. A much more scaled back building, a green light. Solar panels on roof. Working behind scenes on the vacant property at Kerr & Rebecca.

Working with West Harbor residents. Open house for Kerr Village today.

Allan What is happening vacancy across from Fortinos.

Cathy: Have not scene site plan or anything. Family is from Brazil. Probably going to flip property.

**Development-Allan Kowall/Terry Hutchison**

Terry-Invite owner in that owns 42 Lakeshore to meeting to talk to him about his plans.

Cathy-could approach him but would like to wait and see what is happening with the plans. Being very cautious on proceeding with approaching him.

Terry: How many units is he proposing?

Cathy: I think he is proposing lower units. Saw actual interior designs.

Janis: Has be purchased property?

Cathy: He owns it. He has applied for permits and he needs to apply for heritage permit to demolish the tree.

Terry-financing was an issue until someone else purchased property.

Asked Cathy about growth review, if there were any priorities for OP.

Cathy-talked about OP review all the reports that go into making density decisions.

Terry: Are we above or below the density numbers.

Cathy; All these other studies go into making the overall plan.

Terry-talked about 4-story limitation for new buildings. Maybe we allow more density by the old Mexicali Rosa’s.

Owner may just sit on the property.

Cathy-what does community get with the building when they go to planning. Neighbors are just fed up. Brought up the overpass and how it affects area in positive way.

Terry-do we as a BIA throw our support behind more density?

All make an appearance at the Open House.

Cathy: Make sure you sign in when you go to Open House.

Allan: Kerr and Rebecca?

Cathy: Staging area for water main project that is going on.

Doug: Is that where fire station is eventually going to be and are they planning on moving senior center to arena?

Cathy: Yes on fires station, Town owns senior center and there will be discussions on what to do with that. They may sell and or development. There will be opportunity to discuss it.

Allan: What is happening where the old house was?

Terry: They are trying to develop that whole block where the tailor shop is. It is up for negotiation, and tenants are being contacted. Keep waiting for a couple of stores to go on market.

Allan: What is happening behind rain?

Cathy: It is in planning stages.

Allan: What is happening with the underpass?

Cathy: Looking at 2018, bumped back. Due to land acquisitions, resolving access issues. Rain condos should be opening early next year.

Terry: As a group stay on underpass., try to keep it moving without delay.

Allan: Underpass will help Kerr and Downtown.

Cathy: Street scaping plan for underpass.

Terry: Kerr Street Financial Report

Cathy: Was approved by council.

Doug: We need to adopt plan and use as guide. Recognize we have plan.

Cathy: Bi election for vacant Ward 2 seat is April 11, 2016

**Strategic Plan-Terry Hutchison Chair**

If possible everyone needs to attend the Kerr Village Growth Area Open House today at the Oakville Arena.

Motion to approve reports motion by Cathy second by Allan

Motion to adjourn: motion by Cathy second by Terry

**This meeting was adjourned at 9:10 AM**

 **Next Meeting Thursday December 17, 2015**