

MINUTES of a meeting of the **Port Stanley BIA Board of Management** held on Wednesday, February 15th, 2017 at 5:45 p.m. at the Telegraph House, 205 Main Street, Port Stanley.

Present: T. Halwa, Chair; Councillor D. McNeil, V. Coughlin; and D. Kussmann

Staff: D. Wilson, Deputy Clerk

1. Call to Order

T. Halwa took the Chair and called the meeting to order at 5:45 p.m.

2. Disclosure of Pecuniary Interest and the General Nature Thereof

None was declared. At this time, D. Kussmann indicated that she was in attendance to request re-appointment to the Board if her vacancy has not been filled. The board members were pleased to consider a reappointment of Deb Kussmann to the board as the vacancy has not been filled. The following resolution was passed:

Moved V. Coughlin; Seconded D. McNeil

THAT: The BIA Board of Management accept Deb Kussmann to be re-appointed to the BIA Board of Management effective immediately. CARRIED.

3. Minutes

Moved D. McNeil; Seconded V. Coughlin

THAT: The minutes of the BIA Board of Management meeting dated Wednesday, January 11th, 2017 be adopted, as amended. CARRIED.

4. Accounts

None.

5. 2017 Budget – Agenda Preparation

D. Wilson reviewed a previous budget agenda with the board members, noting that each board member reviewed/presented a different topic to the membership. The agenda for the 2017 Budget meeting was agreed as follows: 2017 Canfest – Deb Kussmann, 2017 Harbourfest – Ted Halwa, 2017 Christmas in the Harbour – Vicci Coughlin, 2017 Marketing Campaign – Dan McNeil, 2017 Beautification Projects – Ted Halwa and Harbour Secondary Plan – Dan McNeil. The members agreed to email their presentations to all other members of the board prior to the meeting so everyone is aware of what each other will be saying to the membership. It was noted that Ted will Chair and Vicci will provide introductions. D. Wilson advised that she will prepare the agenda based on the above noted topics that relate to the 2017 budget.

6. Unfinished Business

None.

7. New Business

a) Resignation

Moved D. Kussmann; Seconded V. Coughlin

THAT: The BIA Board of Management accept with regret the resignation of Linda Snowden from the Board effective February 12th, 2017. CARRIED.

b) Website

The board members discussed storage of administrative passwords and logins for the website. D. Kussmann indicated she would contact CRO for this information. She suggested keeping this confidential information with the municipality for continuity and safe keeping. The board members agreed with this process. It was noted that this information will be provided to Dianne to be filed.


8. Next Meeting

It was noted that next meeting would be the BIA AGM on February 22 @ 5:30 p.m. at the Port Stanley Arena and the next BIA Board of Management meeting would be the third Thursday in March.


9. Adjournment

Moved D. McNeil; Seconded V. Coughlin

THAT: The BIA Board of Management Meeting dated February 15th, 2017 be adjourned at 6:42 p.m. and the next board meeting be scheduled for Thursday, March 16, 2017 @ 5:30 p.m. at CARRIED.



Dianne Wilson
Secretary



Ted Halwa
Chair