

MINUTES of the **Port Stanley BIA Board of Management** meeting held on Thursday, July 13th, 2017 at 5:30 p.m. at G.T.'s Bar & Grill, 350 Edith Cavell Blvd.

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

Staff: D. Wilson, Deputy Clerk

Regrets: D. Kussmann and M. Karda

1. Call to Order

C. Gates took the Chair and called the meeting to order at 5:30 p.m.

2. Disclosure of Pecuniary Interest and the General Nature Thereof

None was declared.

3. Minutes

Moved D. McNeil; Seconded V. Coughlin

THAT: The BIA Board of Management approve the minutes of the meetings dated June 6th, 2017. CARRIED.

4. Correspondence (Action)

None.

5. Correspondence (for Information)

None.

6. Accounts

1. Londomble – Music Band – Harbourfest

Moved D. McNeil; Seconded T. Halwa

THAT: The BIA Board of Management approve payment of invoice to Londomble, Music Band in the amount of \$300.00 for 2017 Canfest. CARRIED.

2. Robert Moody – Whistler Creek band for Canfest

Moved D. McNeil; Seconded T. Halwa

THAT: The BIA Board of Management Board approve the payment of \$300.00 to Robert Moody for band Whistler Creek for 2017 Canfest. CARRIED.

3. Robert Moody – Whistler Creek band for Harbourfest

Moved V. Coughlin; Seconded T. Halwa

THAT: The BIA Board of Management Board approve the payment of \$300.00 to Robert Moody for band Whistler Creek for 2017 Harbourfest. CARRIED.

4. Port Stanley Optimist Club – children's game area

Moved V. Coughlin; Seconded D. McNeil

THAT: The BIA Board of Management approve payment of invoice to Port Stanley Optimist Club in amount of \$220.17 which represents 50% share of supplies for children's game and activity area for 2017 Harbourfest. CARRIED.

5. K & H Distributing – fireworks – Harbourfest

Moved T. Halwa; Seconded D. McNeil

THAT: The BIA Board of Management approve the payment of \$6,780.00 to K & H Distributing for fireworks display for 2017 Harbourfest event. CARRIED.

6. Canfest Insurance

Moved D. McNeil; Seconded V. Coughlin

THAT: The BIA Board of Management approve payment of \$729.00 to HWC – Hamilton Ward Cathers for 2017 Canfest insurance coverage. CARRIED.

7. BIA Co-ordinator

Moved D. McNeil; Seconded V. Coughlin

THAT: The BIA Board of Management approve the payment of \$1,687.75 to Type A Events (Natasha Fraser) which includes her June/July payment as BIA Event Coordinator of \$1,000.00; stage rental equipment in amount of \$ 287.75 (Ms. Fraser paid to Long & McQuade London) and \$400.00 payment to Wicked Lies for performance at 2017 Canfest (Ms. Fraser paid to company) as per attached invoice. CARRIED.

8. Damn Pigeon band – 2017 Harbourfest

Moved D. McNeil; Seconded V. Coughlin

THAT: The BIA Board of Management approve the payment of \$500.00 to Damn Pigeon rock band to play on August 5th, 2017 as part of 2017 Harbourfest. CARRIED.

7. Marketing & Promotion

None.

8. Events

1. Canfest

C. Gates provided a recap of the event noting that vendors in DOC building did not do as well as expected. D. McNeil indicated numerous positive comments were received stating that boat parade was excellent. C. Gates noted that twilight boat parade for Harbourfest is being proposed.

2. Harbourfest

C. Gates advised that plans are firming up for bands, buskers, vendors and boat parade. She noted that jet ski display in harbour is planned, similar to Canfest display.

3. 2018 Shrine Ceremonial in Port Stanley

C. Gates indicated that she discussed this event with the organizers noting that many shriners and their spouses/partners will be in the area for the weekend planned for June 2018. She suggested that organizers may want to attend the fall BIA membership planning meeting to review details with business owners.

9. Beautification

The Committee reviewed the content of the beautification list. It was noted that most items have been dealt with on the list. There was concern voiced regarding weed control. D. Wilson advised that staff have now begun to spray weeds with horticultural vinegar.

10. Unfinished Business

1. Minimum/Maximum Levy calculations

D. Wilson advised that Karen Harris was unable to make the meeting as she had a previous commitment. It was noted that she would attend in August.

2. Sailboat/Anchor Lights

It was noted that Mike Karda was on holidays and would report findings at August meeting.

11. New Business

1. Pier/Harbour walkways – goose issues

The Committee discussed the "messy goose poop" left on public sidewalks from large number of geese. D. Wilson noted that staff do clean these areas but it is difficult to keep up with volume. The Committee suggested allocating more of the BIA portion of Green Team budget to this issue. The following resolution was passed:

Moved V. Coughlin; Seconded T. Halwa

THAT: The BIA Board of Management approve allocating the 20 hours Green Team Budget towards cleaning "goose poop" on pier/harbour area walkways. CARRIED.

2. HostPapa Solutions

C. Gates noted email that was received from HostPapa solutions indicating high volume traffic to BIA website and need to discuss issue of shared hosting services. It was suggested to pay for addition time and review other hosting options. The following resolution was passed:

Moved D. McNeil; Seconded V. Coughlin

THAT: The BIA Board of Management approve paying HostPapa for three months to allow time to review other hosting options. CARRIED.

12. Next Meeting

The Committee agreed that the next meeting would be Tuesday, August 15 at G.T.'s. @ 5:30 p.m.

13. Adjournment

Moved D. McNeil; Seconded T. Halwa

THAT: The BIA Board of Management meeting dated Thursday, July 13, 2017 be adjourned at 6:50 p.m. and the next Board meeting be scheduled for Tuesday, August 15th, 2017 @ 5:30 p.m. at G.T.'s. CARRIED.

The meeting was adjourned at 6:50 p.m.



Dianne Wilson
Secretary



Carol Gates
Chair