



Grand Valley Business Improvement Area Board of Management Meeting

Meeting Minutes

September 17, 2024, 7:15 p.m.
Council Chambers, 5 Main Street North, Grand Valley

Members Present: R. Nauth-Ali, Chair
Krista Beam
Maredyth Dray
Meghan Richards

Members Absent: Lorne Dart, Councillor

Staff Present: Donna Tremblay, Secretary

Visitors: Meghan Townsend, Town of Grand Valley, CAO/Clerk

1. Call To Order

The meeting was called to order at 7:15 p.m.

2. Approval of the Agenda

Moved by: K. Beam
Seconded by: M. Richards

Resolution Number: 2024-09-01

BE IT RESOLVED THAT the Board adopts the agenda dated September 19, 2024 as circulated.

CARRIED

3. Disclosure of Pecuniary Interest

No pecuniary interest was declared.

4. Approval of the Minutes

4.1 June 13, 2024 Board Minutes

Moved by: M. Richards
Seconded by: K. Beam

Resolution Number: 2024-09-02

BE IT RESOLVED THAT the Minutes for the June 13, 2024 Board Meeting be approved as circulated.

CARRIED

5. Deputations

5.1 Meghan Townsend, CAO/Clerk - Board of Management Administration Discussion

Meghan Townsend, CAO/Clerk appeared before the Board to discuss BIA Board administration management.

The Board discussed ways to improve attendance by the BIA membership at Board meetings. The Board requested the Secretary and Chair develop a communication piece to be circulated to BIA members.

Moved by: M. Richards

Seconded by: K. Beam

Resolution Number: 2024-09-03

BE IT RESOLVED THAT leave be granted to Meghan Townsend, CAO/Clerk to address the Board.

CARRIED

6. Correspondence

6.1 Grand Valley Santa Clause Parade Committee - Parade Candy Bags

The Board discussed the requests from the Grand Valley Santa Clause Parade.

Moved by: K. Beam

Seconded by: M. Richards

Resolution Number: 2024-09-04

BE IT RESOLVED THAT the Board receives the correspondence from the Santa Parade Committee.

AND FURTHER THAT the Board agrees to provide assistance with stuffing of treat bags for the parade at the November 5, 2024 BIA Board Meeting.

AND FURTHER THAT the Board appoints Rashaad Nauth-Ali as a BIA representation for the 2024 Santa Parade Committee and requests the secretary advise Violet Bromley.

CARRIED

7. Unfinished Business

7.1 2024 Canada Day Car Show and Fireworks - Debrief Discussion

The Board discussed the Canada Day Car Show Event and provided the following suggestions for the 2025 event as follows:

- Start event planning in January
- More volunteers
- Volunteers at Melody to direct traffic
- more community event communications - Facebook page/event
- Public Washrooms
- improvements to car parking
- hometown or postal code included on participant registration form
- local media, newspapers, DJ or radio station
- more vendors
- car show merchandise
- sponsorships
- pre-registration
- non-cash registration payment method

8. New Business

8.1 Board of Management Vacancy

8.1.1 Resignation - Daphinee Dumouchel

The Board discussed the resignation and appointment of a BIA representative for the Grand Valley Farmers Market.

Moved by: M. Richards

Seconded by: M. Dray

Resolution Number: 2024-09-05

BE IT RESOLVED THAT the Board receives the resignation from Board Member Daphinee Dumouchel.

AND FURTHER THAT the Board appoints Krista Beam as the Grand Valley Farmers Market representative.

CARRIED

8.1.2 Vacancy and Replacement Process Discussion

The Board discussed process options for the vacancy replacement.

Resolution Number: 2024-09-06

BE IT RESOLVED THAT the BIA Board of Management recommends to Grand Valley Council the nomination of Parul Burge as a replacement BIA Board of Management Member for the remainder of the BIA Board of Management term.

AND FURTHER THAT a copy of this resolution be provided to Grand Valley Council for approval.

CARRIED

8.1.3 Vice-Chair Appointment

The Board discussed the appointment of a Vice Chair and deferred the vice chair appointment till a replacement member is appointed.

8.2 2024 Masquerade on Main - Verbal Discussion

The Board discussed the event, location time and advertising. The Board requested this item be placed on the next agenda for further discussion.

8.3 Replacement of Light Pole Banners

The Board discussed replacement of the street light pole banners and seeking additional quotations.

Moved by: M. Richards

Seconded by: K. Beam

Resolution Number: 2024-09-07

BE IT RESOLVED THAT the Board receives the quotation from Print Factor Media for the replacement of the light pole banners.

AND FURTHER THAT the Board directs the secretary to seek a further quote form Sunnyside Custom apparel.

CARRIED

9. Financials

9.1 Revenue and Expense Report - August 28, 2024

The Board discussed the August 28, 2024 revenue and expense report and June, July and August Bank Statements which were presented at the meeting.

9.2 Bank Statements - June 28, 2024 to July 30, 2024 and July30, 2024 to August 30, 2024

Moved by: M. Richards

Seconded by: K. Beam

Resolution Number: 2024-09-08

BE IT RESOLVED THAT the Board receives the Revenue and Expense Reports and Banking Statements for information purposes.

CARRIED

10. Next Meeting Date

10.1 October 1, 2024 at 7:15 p.m. - Agenda Items

The Board discussed changing the date to Thursday, October 3, 2024 at 7:15 p.m. for the next Board Meeting.

11. Adjournment

Moved by: K. Beam

Seconded by: M. Dray

Resolution Number: 2024-09-09

BE IT RESOLVED THAT the Board adjourns this meeting at 8:45 p.m. to meet again on October 3, 2024 at 7:15 p.m.

CARRIED

Rashaad Nauth-Ali Chair

Donna Tremblay, Secretary