



Grand Valley Business Improvement Area Board of Management Meeting

Meeting Minutes

January 7, 2025, 6:00 p.m.
Council Chambers, 5 Main Street North, Grand Valley

Members Present: R. Nauth-Ali, Chair
Krista Beam
Maredyth Dray
P. Burge

Members Absent: Lorne Dart, Councillor
Meghan Richards

Staff Present: Donna Tremblay, Secretary

1. Call To Order

The meeting was called to order at 6:05 p.m.

2. Approval of the Agenda

Moved by: P. Burge
Seconded by: M. Dray

Resolution Number: 2025-01-01

BE IT RESOLVED THAT the Board adopts the Agenda dated January 7, 2025 as circulated.

CARRIED

3. Disclosure of Pecuniary Interest

No pecuniary interest was declared.

4. Approval of the Minutes

The Board discussed the minutes. No changes were requested.

4.1 November 5, 2024 Minutes

Moved by: M. Dray
Seconded by: P. Burge

Resolution Number: 2025-01-02

BE IT RESOLVED THAT the Minutes of the November 5, 2024 meeting be approved as circulated.

CARRIED

5. Deputations

5.1 6:05 p.m. - Rick Taylor, Grand Valley Historical Society - Walking Tour Brochures

Rick Taylor, a representative of Grand Valley Historical Society came before the board to provide information and request a contribution from the BIA for the printing of the Grand Valley Historical Society's walking tour brochures. Mr. Taylor advised, in the past the BIA provided a contribution towards the cost of the building plaques and they were seeking a contribution for walking tour brochure printing.

Chair Nauth-Ali thanked Mr. Taylor for his presentation.

The Board discussed the request and made inquiries of Grand Valley Historical Society's projects and funding sources. Mr. Taylor advised the Town of Grand Valley has provided funding in the past including the Maude Project at the Elizabeth Taylor Pavilion.

The Board discussed the amount requested and a contribution amount.

Moved by: P. Burge
Seconded by: M. Dray

Resolution Number: 2025-01-03

BE IT RESOLVED THAT leave be given to Rick Taylor, on behalf of the Grand Valley Historical Society, to address the Board.

CARRIED

Moved by: K. Beam
Seconded by: P. Burge

Resolution Number: 2025-01-04

BE IT RESOLVED THAT the BIA Board approves an amount of \$500 to be included as an advertising expense in the 2025 BIA Budget for the printing of walking tour brochures for the Grand Valley Historical Society.

AND FURTHER THAT the Grand Valley Historical Society submit the invoice to the BIA Board Secretary for reimbursement.

AND FURTHER THAT the Grand Valley Historical Society be requested to update the brochures to reflect current businesses where applicable.

CARRIED

6. Correspondence

There was no correspondence.

7. Unfinished Business

7.1 Board Member Event Updates

7.1.1 Joint Movie Matinee - Compass Church

Chair Nauth-Ali provided an update. He advised turnout for the event was not great and this may have been the result of competition with other holiday events. He suggested future holiday movie events be held in late November. He will reach out to the Compass Church to develop a go forward plan for future movie matinees.

7.1.2 Agricultural Society Derby Committee

Donna Tremblay provided the update received from Lorne Dart, the BIA representative for the Agricultural Society's Derby Committee. She advised the derby organizer Jennifer Tovell has resigned from the Agricultural Society and is no longer perusing the event.

8. New Business

8.1 2025 Event Planning Discussion

The Board discussed 2025 events would include: Hop on Main, Canada Day Car Show and Canada Day Fireworks, Masquerade on Main, Tree lighting and joint movie matinees.

Board discussions included requests for donations from the Town and Mayberry Hill Association for Canada Day fireworks, entertainment for the Canada Day Car Show and the tree lighting.

Moved by: M. Dray

Seconded by: K. Beam

Resolution Number: 2025-01-05

BE IT RESOLVED THAT the BIA Board requests a donation from Grand Valley Council in the amount of \$2,500 for the purchase of fireworks for the 2025 Canada Day Fireworks display.

CARRIED

Moved by: K. Beam
Seconded by: P. Burge

Resolution Number: 2025-01-06

BE IT RESOLVED THAT the Board directs staff to contact the Mayberry Hill Association to request a \$1,000 donation for the purchase of 2025 Canada Day fireworks.

CARRIED

9. Financials

9.1 2023 BIA Financial Statements as at December 31, 2023

The Board reviewed the December 31, 2023 BIA Financial Statements.

9.2 Revenue and Expense Report - November and December 2024

The Board reviewed the revenue and expense report which was provided at the meeting.

9.3 Bank Statements - November and December, 2024

The Board reviewed the November and December 2024 bank statements.

Moved by: K. Beam
Seconded by: P. Burge

Resolution Number: 2025-01-07

BE IT RESOLVED THAT the BIA Board receives the November and December Revenue and Expense Report

AND FURTHER THAT THE BIA Board receives the November and December, 2024 bank statements.

CARRIED

9.4 Sunnyside Custom Apparels - Revised Estimate 1178 - Street Light Pole Banners

The Board Secretary advised the estimate from Sunnyside Custom Apparels which was approved by the Board was revised to include vectorizing of the flag pole banner artwork. It was recommended as banners were a 2024 budgeted expense and would be received in 2025, the funding related to the purchase be placed into a reserve for payment upon receipt in 2025.

Moved by: P. Burge
Seconded by: M. Dray

Resolution Number: 2025-01-08

BE IT RESOLVED THAT the BIA Board directs that the amount of \$3,610.35 from the Capital Budget be placed into reserves to be used in 2025 to pay the invoice from Sunnyside Custom Apparel for the street pole banners.

CARRIED

9.5 2025 BIA Budget Preliminary Discussions

9.5.1 Draft 2025 BIA Budget for Discussion Purposes

The Board discussed the 2025 BIA Budget and requested Budget amounts as follows:

Revenues:

Donations - 3,500

Special Events Revenue - 1,500

Interest Income - 1,000

Expense:

Wages - 1,700 and Benefits 500

Conferences - 3,000

Memberships/Subscriptions - 288.04

Office Supplies - 200

Accounting/Audit Fees - 1,200

Advertising 1,000 (500 allocated for Walking Tour Brochures)

Bank Charges - 25

Miscellaneous - 1,000

Special Events 12,000 (events expenses include, Hop on Main, Canada Day Car Show and Fireworks, Masquerade on Main, Christmas Tree lighting, Remembrance Day Wreath and Movie Matinees.

Capital Expenses - BIA Branding/Logo - \$5,000

Secretary will provide a revised 2025 working budget for the Board's consideration at the next BIA Board meeting.

10. Next Meeting Date

10.1 February 4, 2025 - 6:00 p.m.

11. Adjournment

Moved by: P. Burge

Seconded by: K. Beam

Resolution Number: 2025-01-09

BE IT RESOLVED THAT we do now adjourn this meeting of the Grand Valley BIA Board at 7:25 p.m. to meeting again on February 4, 2025 at 6:00 p.m. in the Town of Grand Valley Council Chambers, or at the call of the Chair.

CARRIED

Rashaad Nauth-Ali Chair

Donna Tremblay, Secretary