


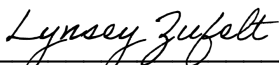


**Downtown Business Improvement Area (BIA) Board
ADOPTED MINUTES**

**Held in Person (& WebEx) at Laverne's 21 King Street East
Thursday November 3rd, 2022 at 6:30 PM**

COMMITTEE MEMBERS PRESENT		STAFF PRESENT
Members:	Lisa Robichaud, Chair	Lynsey Zufelt, Recording Secretary
	Ray Stedman	Amanda Trafford, Business Coordinator
	Ted Lojko	
	Randall Smith	
Regrets:	Darren Towriess	
	Veronica Fitzgerald	
	Kathrine Christensen	

1.	Call Meeting to Order The Chair called the meeting to order at 6:35 PM.
2.	Disclosure of Pecuniary Interest & General Nature Thereof – None
3.	Approval of Minutes (Adoption)
Motion #2022-033 – Approval of Minutes – September 14th 2022	
	Moved By: Randall Smith Seconded By: Ray Stedman BE IT RESOLVED THAT THE DOWNTOWN BIA BOARD APPROVE THE MINUTES OF THE SEPTEMBER 14 TH 2022 MEETING. - CARRIED
4.	Public Question / Comment (Only Addressing Reports on the Agenda)
	Mary Donevan and Gord McFarland spoke to the BIA board about Christmas Market plans for Donevan's Hardware
5.	Disclosure of Additional Items
6.	Delegations – None
7.	Presentations by Staff (Others)
	Treasurer Ray Stedman provided the Board with the Budget Report, including end of term details and considerations.

8.	Unfinished Business
	1. Budget Allotments – The Board recapped recent expenditures on various events, projects and incidentals
	2. Update – Festival of Lights
	3. Update – Moonlight Madness
9.	Correspondence
	The Board Members discussed Snowflake Lights for Sale and I HeART Main Street
10.	New Business/Reports
	1. AGM – To take place in January 2023
	2. New BIA Board Planning – Staff and Board Members discussed the incoming BIA Board and procedural details due to the conclusion of the term.
11.	Discussion of Additional Items
12.	Next Meeting – End of Term. Future meeting date to be determined.
13.	Questions from the Media – None
14.	Adjournment
	<p>Moved by: Randall Smith</p> <p>Be it resolved that the Downtown BIA Board hereby adjourns the November 3rd, 2022 meeting at 7:45 PM.</p> <p style="text-align: right;">- CARRIED</p>
<div style="display: flex; justify-content: space-between;"> <div style="width: 45%; text-align: center;">  <hr/> Lisa Robichaud, Chair </div> <div style="width: 45%; text-align: center;">  <hr/> Lynsey Zufelt, Recording Secretary </div> </div>	