



Downtown Business Improvement Area (BIA) Board

ADOPTED MINUTES

Held on Wednesday, September 20th 2023 at 6:30 PM
 Held in Person (& Online via WebEx) at Town Hall 30 King Street East

BOARD MEMBERS PRESENT		STAFF PRESENT
Members:	Lisa Robichaud, Chair	Lynsey Zufelt, Recording Secretary
	Randall Smith, Vice-Chair	Amanda Trafford, Economic Development & Cultural Heritage Coordinator
	Councillor David Osmond	
	Kathrine Christensen (Online)	
	Ryan Chartrand	
Regrets:	Shannon Treanor	
	Carolyn Harding, Treasurer	
	Lesley Poole	

1.	Call Meeting to Order
	Chair, Lisa Robichaud called the meeting to order at 6:36 PM
2.	Disclosure of Pecuniary Interest & General Nature Thereof – None
3.	Approval of Minutes – June 8, 2023
	<p>BIA Motion #23-026 – Approve Minutes – June 8, 2023</p> <p>Moved By: David Osmond Seconded By: Lisa Robichaud</p> <p>BE IT RESOLVED THAT THE DOWNTOWN GANANOQUE BIA BOARD APPROVE THE MINUTES OF THE JUNE 8, 2023 MEETING.</p> <p align="right">CARRIED – UNANIMOUS</p>

4.	Public Question/Comment (Only Addressing Reports on the Agenda) – None
5.	Disclosure of Additional Items – None
6.	Delegations – None
7.	Presentations by Staff (Others) – None
8.	Unfinished Business
	1. Curbside Recycling – At this time, Staff Member Amanda Trafford informed the Board Members that due to low participation in the first round of surveying, an online survey will be re-circulated to BIA Members.
9.	Correspondence
	1. Town News – Council Highlights – June 20, 2023 to September 5, 2023
0	2. OBIAA Newsletter – September 14, 2023 – It was discussed that Amanda Trafford and a Member of the Board would attend the future OBIAA Conference in April 2024.
10.	New Business/Reports
	BIA Motion #2023-027 – 2022 Year-End Financial Results Moved By: Lisa Robichaud Seconded By: Randall Smith BE IT RESOLVED THAT THE DOWNTOWN GANANOQUE BIA BOARD RECIEVES AND ACCEPTS THE 2022 YEAR END FINANCIAL RESULTS, AS PRESENTED. <p style="text-align: right;">CARRIED – UNANIMOUS</p>
	BIA Motion #2023-028 – 2023 Halloween Event Moved By: Ryan Chartrand Seconded By: Lisa Robichaud BE IT RESOLVED THAT THE DOWNTOWN GANANOQUE BIA BOARD APPROVE A BUDGET OF UP TO \$3,000.00 FOR THE PURPOSE OF FUNDING A HALLOWEEN EVENT IN THE BIA ON SATURDAY, OCTOBER 28 TH 2023. <p style="text-align: right;">CARRIED – UNANIMOUS</p>
11.	Discussion of Additional Items – None
12.	Next Regular Meeting – Thursday October 12, 2023 at 6:30 PM
13.	Questions from the Media – None
14.	Adjournment

BIA Motion #2023-029 – Adjournment

Moved By: Randall Smith

BE IT RESOLVED THAT THE DOWNTOWN GANANOQUE BIA BOARD ADJOURN
THE SEPTEMBER 20, 2023 MEETING AT 7:58 PM.

CARRIED – UNANIMOUS

Lisa Robichaud, Chair

Lynsey Zufelt, Recording Secretary