



MINUTES

**Business Improvement Assoc.
Board of Management Meeting
April 10, 2017
City Hall, Second Room
50 Dickson Street
Cambridge, Ontario**



Board Members in Attendance: Graham Braun (Acting Vice Chair), Paul Fortune, Michael Rederer, Joanne Malone

Regrets: Councilor Frank Monteiro

BIA Staff in Attendance: Andrea Stebbings

City Staff in Attendance: Trevor McWilliams

Meeting Called to Order

The regular meeting of the Business Improvement Association Board of Management meeting was held at City Hall, Second Room, 50 Dickson Street, Cambridge, Ontario. Graham Braun welcomed everyone present and called the meeting to order at 6:00 p.m. and the meeting adjourned at 8:00 p.m.

Declarations of Pecuniary Interest

There were no declarations of pecuniary interest.

Motion to Adopt Minutes of March 13, 2017

Minutes had been previously adopted at the BIA 1/4ly Question & Answer period held at city hall in the Bowman room, Monday, March 27th, 2017

Moved by: Paul Fortune

Seconded by: Graham Braun

THAT the Minutes of the Business Improvement Association Board of Management meeting of March 13, 2017 be approved.

Motion to Adopt Financials of March 31, 2017

That the financials for March 31, 2017 be deferred until the next BIA Board meeting May 8, 2017. Elaine is to attend this board meeting if possible.

City Update – Trevor McWilliams

Wellington Street construction has been going very well. The construction crew have been very accommodating. When forwarding 50/50 costs to the City of Cambridge please send the actual invoice from the company along with the BIA 50/50 invoice to Trevor McWilliams.

Committee Updates

Marketing & Advertising (Paul Fortune) a recap of the marketing & advertising budget was presented to the board indicating the committee is within budget. Shop Cambridge has been set up with no cost to the BIA. Intrigue Media is working on a social media & video campaign with Paul. A bonus video from Intrigue for Grandfest, Mill Race Cruise and Celebrate the Magic of Christmas will also be included. Board discussion took place with reference to having a clear understanding of how the committees report their progress with reference to updating the board and board approvals

Beautification Committee (Joanne Malone) – The banners are near completion. A To Do List for Downtown – Basic Caretaking List was presented to the board and city staff with reference to beautifying the downtown core. City staff will forward these requests to various departments for approval. 50/50 suggestions for 2017 such as garbage cans, planters, could they be sponsored and maintenance was discussed. City staff advised they can request extra garbage cans to be placed in the downtown core. Due to the cost, street furniture is usually replaced when streetscaping is done on a particular street. If the BIA is using 50/50 funds it is recommended that new street furniture is matched with the existing street furniture.

Items for Discussion - Moloks in Water Lot #2 need to be locked with restaurants only having keys. Proper city signage indicating by law enforcement is also required. A request will be sent to city staff. The Board has indicated the need for a greater police presence in the downtown core. The CCAP Program will begin with training day slated for Saturday, May 6, 2017 and patrol to start on May 19th, 2017. An email has been sent to the membership requesting donations for prizes for Mill Race Cruise which is set to start on Wednesday, May 10, 2017. Galt Grandfest is in the planning stages.

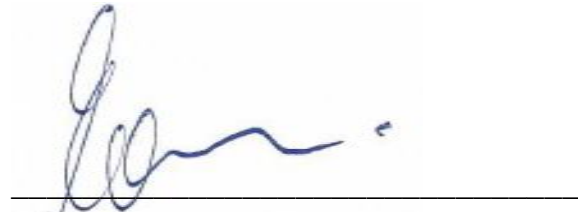
Close of Meeting

Moved by: Graham Braun
Seconded by: Paul Fortune

THAT the Business Improvement Association, Board of Management Meeting of April 10, 2017 does now adjourn at 8:30 p.m.

CARRIED

Next Board Meeting: May 8, 2017

A handwritten signature in blue ink, appearing to read "Graham Braun", written over a horizontal line.

Graham Braun, Vice Chair

Handwritten initials in blue ink, possibly "GB", written below the name and over a horizontal line.