



Grimsby Downtown Improvement Association

Meeting date: July 5th 2023

Meeting time: 9:00am

Meeting Place: Teddy's

Board members: Mark Wood, Simon Duong, Christine Kemf, Chris Mindorff, Daniel Vandersteen, Kendra Wintels, Lacey Horn, Delight Devoli, Mayor Jeff Jordan

Attendance:

1. Call the Meeting to Order- Mark 9:04am

2. Declarations of Interest

3. Approval of the Minutes

Moved by: Christine

Seconded by: Kendra

That the minutes of June 7th 2023 be approved. (or amended to reflect)

CARRIED / LOST

4. Business Arising from the Minutes

None

5. Reports

- **Chair's Report:**

I have been dealing with significant complaint lodged against the Farmer's Market/Town of Grimsby. As this board has no jurisdiction of this matter, I am lending my assistance and will update the board personally at the next meeting.

- **Treasurer's report**

Moved by:

Seconded by:

That the Treasurer's report dated _____ be received.

CARRIED / LOST

6. Agenda:

- **Correspondence:** email to mark addressed from the DIA board from Shane Weaver) issues with how the street is shut down for the farmers market) - Shane is suggesting that the way the street is closed is affecting his business and minimizing his revenue on Thursdays- he has issue with the way the street is shut down. Mark, in a previous conversation, has given him information that the town is responsible for this, not the DIA. (see attached email- Shane suggests the board put forward a motion to look at a restudy the plan for how the pylons are placed during the market street closure).
 - As per the direction of current board members - Mark will reply to the email outlining what he has already done as a member of the DIA - we have passed his concerns onto the people responsible and the next step is out of our hands. The email will be focused on explaining the mandate and role of the DIA
- Email cc'd to Mark- addressed to Jeff Jordan and Delight Devoli (see attached) He is suggesting that the integrity commissioner has been contacted to complain this board is not allowed to meet as a collective under anything outside of a public meeting, and the meeting that was had after our public meeting on June 7th. As per the acting CAO and the town clerk we are allowed to meet, we are not allowed to pass anything this
 - Mark apologies but needs to leave the meeting (934am) to deal with business issue.
- Presentation of Executive Director job description and process/meeting that have taken place so far.- (Chris-Daniel) Recap of the assistance we have received from Tracey (Lock St and Westdale-BIA ED)
 - Mark, Lacey, Daniel, and Chris met on June 27th at station one to discuss the job description that could be put together for a potential ED for the Grimsby DIA board- we met with - Tracey has offered to help AS A HIRED CONSULTANT us onboard a ED and apply for grants that could be a benefit to the DIA flat rate (\$500 for a grant under 20K \$1000 for a grant over \$20K) for a flat rate of \$3000 she will assist in onboarding and hiring a new ED and a reasonable on call support- Tracey has provided a comprehensive job description for this role to assist in a job ad
 - Delight confirmed that the town HR office on a no fee basis is available for support if needed (this could help to ensure we are compliant)
- **MOTION TO APPROVE THE CONSULTANT EXPENSE AT \$3000 TO ENGAGE TRACEY _____ TO ONBOARD AN ED BY Q4* AND DO REASONABLE ON CALL WORK UNTIL THAT HIRE IS TRAINED- FUNDED BY A TRANSFER FROM THE RESERVES **MOTIONED BY CHRIS SECONDED BY DANIEL ALL IN FAVOR(CHRISTINE, KENDRA, LACEY, SIMON AND JEFF JORDAN)****
- We will ask Mark to pursue contacting Stephanie at the Beamsville DIA to make her aware of the ED position we are looking into for Grimsby-
- Happening in Grimsby recap: Simon- hoping to bring a midway next year- all in all good feedback from the merchants- maybe more unique food trucks next year (desserts etc) not to take away from the local restaurants.

- Event Calendar Update; Kendra. Survey looks great, where do we stand with response
 - we had responses to the survey we sent out with 2 questions - what have you liked in the past that we have done re events and what would you like to see
 - enjoyed ladies night and bingo cards, and the happening
 - what would you like to see mostly included events that involve shutting down main street
 - we will approve a date for ladies night in the next meeting
 - Christine would like to close the road and host a christmas market in the downtown - look at date next meeting (proposed December 1st before the parade at night) christine will get more information before the next meeting
 - suggested a window decorating contest for christmas this year to bring the downtown community together and support the “christmas look” during a potential christmas market
- Website Update: how is the early traffic- up doing well not a lot of traffic -
- Print ads for website database- will get more information on a print ad to tell patrons about the website, and to tell businesses to ad their business id to it

7. Chamber Report- Daniel (rebecca not available) the golf tournament was a success- funds raised for nelles and WNSS- events are planned for fall and business awards for mid october- there is now a resource person to connect business with new comer talent reach out to rebecca

8. New Business

- a. Frank Meile- in Sept met at station one to provide an update on what the town and region is up to in regards to development in Grimsby
 - i. From an economic development perspective- it has ben challenging working with the ministry of transportation- anatolia tile 700 square feet will bring 500 jobs- on kelson and the service road
 - ii. 85.5 fm radio station - looking to settle in downtown
 - iii. Main st- century condos - site plan agreement is in the hands of the developer- looking at fall sept / october- still working with the region and municipality to se how to deal with foot traffic and car traffic on main st during construction- Chris Mindorff- there needs to be more communication from the town on this project and how it will affect the business there should be another alternative for traffic management. People will avoid going downtown during this time and bypass to the service road- there should be a solution
 - iv. in terms of restructuring the main st (infrastructure grant) coming due 2025- this is a joint project with the water main
 - v. GDAC will be supporting a tourism initiative
 - vi. Strategic Action plan is available on the website and encourage business to read through the summary
 - vii. Community Trade Planning - powerful data that is available that can be utilized by downtown business plan
- b. Chris would like to have the public works, councillors and the reps from the town sit down to calculate how all the traffic will work for the condo build in the next month- director of public works - before the plan is made for the century condos- frank will book this meeting for the next 90 days

c. Delight has noted that as a DIA we need to look at the make up of our DIA

9. Adjournment - 10:58am motioned by Kendra seconded by Christine all in favor Daniel, Chris, Lacey, Simon