



## Grimsby Downtown Improvement Association

**Meeting date: 08/02/23**

**Meeting time: 9:00am**

**Meeting Place: Teddy's Restaurant**

**Board members Attendance: Mark Wood, Christine Kempf, Chris Mindorff, Simon Duong, Daniel Vanderstien, Lacey Horn, Mayor Jeff Jordan**

**Regrets: Delight Davoli & Kendra Wintels**

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- **Call the Meeting to Order** (Land Acknowledgement)?
  - **Approval of the Agenda** (Additions/Deletions)
  - **Declarations of Interest- none**
  - **Approval of the Minutes**

**Moved by:** SIMON DUONG

**Seconded by:** CHRISTINE KEMPF

That the minutes of JULY 5th 2023 be approved. (or amended to reflect)

**CARRIED** / LOST

- **Business Arising from the Minutes**
- **Reports**
  - Chair's Report- Meeting Regulations
    - While Bonnie is working on updating the bylaws for the DIA we also need to update our processes and procedures, things like how and when we are able to meet. For the time being we are able to meet in small groups if we are not voting on topics. This is different than council under current OBIAA bylaws

# Agenda

- **Small claims filing**
  - a. **Still existing from 2018, on this claim both the town of Grimsby and the DIA is listed. Mark sat in the initial hearing July 31st, this has been rescheduled for 30 days from that point for more investigation. The case has NOT been settled, what was allocated in the budget in January 2023 was not in there for the settlement, but in actuality there for the legal fee's etc. The current board was not aware of this until this time. At this point we do not know who would be responsible for the decision on the settlement**
- **Recap of email correspondence re:Farmer's Market**
  - a. **Mark replied to email from Shane Weaver outlining that we as a board has no responsibility to this and as a board we will no longer be responding to anything pertaining to the topic of the road closure for the market and how it affects his business. We have no say over the market and how it is set up, and also no say over how the street it closed.The DIA has offered help in directing him to the right places to voice his grievance**
- **Delegation- Karen from Simply Moto (re;social)**
  - a. **Moto social - wants to have here again in September in conjunction with 416, it is a tuesday night from 7-9pm. - September 12th**
  - b. **Karen is wondering how to proceed with some concerns she has about traffic and parking implications from this event- the motosocial team that promotes the event is responsible for contacting the police**
  - c. **Mark suggests that she and we work with the public works department to see what is needed, and that this board considers that if there are any fees or expense associated to this and the event that the DIA considers paying for some of the expense as a community event this. This is a great thing for the downtown. Restaurants and Coffee shops benefited last year.**
  - d. **Simon suggests that we pilon all parking spots on both sides of the street.**
  - e. **Chris suggests also using the GBF parking lots, and advertising cards in swag bags**
    - i. **Mark - does the BIA want to look into making a "Welcome to downtown Grimsby plan" that we would sponsor giving the option to local business to advertise- someone would need to walk around with these**
    - ii. **Christine- let's get a stamp and stamp kraft bags**
    - iii. **We will invite all the business downtown to put items in the swag bag to drop off at the forty 10 days before the event(via email) , Karen will put this on the letter that needs to be distributed downtown (100)**
  - f. **MOTION- we will purchase a BIA stamp (can also be used in the future) and 100 kraft bags to put together for this event- Motioned by:Mayor Jeff Jordan, Seconded by: christine, all in favor everyone.**
  - g. **Next DIA meeting is on the 6th of September so we will be able to check in before the event**
- **Gedac representation**
  - a. **Mark was invited to go to that meeting as a liaison for the DIA, he will continue to go**
  - b. **Simon has volunteered to go to the meeting on Mark's behalf when he can not attend.**
  - c. **GEDAC/ Grimsby Economic Development and Advisory Committee.**

# Agenda

- d. The relationship between BIA and Gedac can be very beneficial to us - in each meeting moving forward we will be able to provide a report as to what this board is working on
- ED job search; details and timelines
  - a. Has the board had a chance to review the JD that was sent out - YES
  - b. clarification on what we can do and when- we operate differently from the council (municipal act)
  - c. to clarify in the last meeting July 5th 2023- we voted on having tracey onboard a ED for the board (ideally by October) once we have this down to who has been chosen to hire we would vote on the HIRE / Accept the contract/ and PAY
  - d. We will work with the towns HR to do this and make sure that the requisition is submitted to the town for the pay of this hire
    - i. it is important to note that in the contract it will be noted that the “employer” will change every 4 years
  - e. MOTION TO APPROVE THE JOB DESCRIPTION FOR THE ED AS IT STANDS DANIEL, SECONDED CHRISTINE ALL IN FAVOR ( ALL OTHER BOARD MEMBERS)
  - f. We need to develop a small employee handbook for this person and their ob within the BIA
- Construction Traffic strategies
  - a. there was a request made from frank miele to get back to us with a solution on how traffic will flow with the century condo project- jeff - we want to back onto DORAN ave- to filter traffic onto ontario street- but no one has heard back from public works or frank. they have a meeting scheduled for august 8th
    - i. Mark will send an email from the board to Michelle Seaborn at Public works (niagara) and include our own public works (nick deflavio ) and Brandon (director of public works) dept to voice the concerns we have about the traffic flow for the century project so that they can go to the region to advocate how we would like to see keeping main st flowing.- Mark will send this email before the week is out, lets also open the door to see how.
    - ii. When simon is at GEDAC 8/3/23- there will be a spot for the BIA to give a report, simon to mention that we are looking for a answer on how the traffic flow will work when the century condo build starts and that we have not heard back from Frank Miele after the last meeting
- Event Calendar (Meeting update)
  - a. Christine speaking on behalf of Kendra
    - i. Christmas market on December 1st (with street closure) 5-9
      - 1. Dakota at Forest and Harbor will help
      - 2. We need to approach the region to find out about the street closure
    - ii. Committee for christmas market - Dakota, Christine, Simon, Jeff and Lacey.- christine will CHAIR this committee - Motioned by:Mark Seconded by Lacey all in favor ( we can not approve expenses is the only thing we can not do)
    - iii. Ladies Night - November 16th- ladies night 5-8pm , BINGO card business only (new subcommittee will look after this event as well

DATES above- Motioned by Daniel and Seconded by Christine

# Agenda

- **Comedy Night launch**
  - a. comedy events at coronation park sponsored by the BIA
  - b. Comedy nights begin every wednesday starting 8/2/2023 for 5 weeks
- **Chamber Report: Rebecca (not in attendance)**
  - a. golf tournament went well (daniel)

## New Business

**Trillium invoice - Daniel would like a motion to approve invoice motioned by mark seconded by christine \$2 898.45 incl tax**

**Station 1 - 10 year anniversary august 22nd ( place on the event calendar)**

**Simply Moto - 5 year anniversary on august 13th**

**Every August the forty- kids menu gives a kick back to GBF for back to school. began in 2016 that will be happening in august, raffles the last friday of august- august 18th to Sept 1st**

**A motion has gone forward at council to create a new BIA for grimsby at the lake- we have discussed that someone reaches out to them to become an un official member of this board to see how this board runs and works, it has not met final approval yet but we would like to reach out to them (Simon)- we can support them but we technically do not have overlapping interest due to the bylaws this is why they are creating their own BIA**

**The Lake FM- Mark to reach out to speak to them the next meeting to promote it to the DIA**

- **Adjourn Meeting- motion to adjourn Mark seconded by Daniel**
- **Adjournment 10:16am**