



Grimsby Downtown Business Improvement Area (BIA)

Meeting Date: December 11, 2024

Meeting Time: 9 a.m.

Meeting Place: Teddy's Sports Bar, 30 Main Street West, Grimsby

Board members: Mayor Jordan, Councillor Davoli, Mark Wood, Simon Duong, Christine Kempf, Daniel Vandersteen, Chris Mindorff, Ben Burns, Lisa Sproston

Staff: Amanda MacDonald – Executive Director of the Grimsby Downtown BIA, Noah Nickel, Committee Coordinator

1. **Call the Meeting to Order**
2. **Approval of the Agenda**
3. **Declarations of Pecuniary and Non-Pecuniary Interests**
4. **Business Arising from Previous Minutes**
5. **Approval of the Minutes**
 - a. **Grimsby Downtown BIA Meeting Minutes – November 13, 2024**
6. **Delegations/Presentations**
 - a. **Marilyn McCrea – Christmas Market**
7. **Chair's Report - VERBAL UPDATE**
8. **Events**
 - a. **Ladies Night**
 - b. **Christmas Updates**
 - c. **Story Walk**
 - d. **Passport**
9. **Financials**
 - a. **Financial Update**
10. **Beautification**
 - a. **Christmas Decorations - Update**
11. **Old Business**
12. **New Business**
13. **Adjournment**



GRIMSBY DOWNTOWN BUSINESS IMPROVEMENT AREA

November 13, 2024, 9 a.m.
Teddy's Sports Bar
30 Main Street West, Grimsby ON

Present: Mayor Jordan (arrived at 9:34 a.m.)
Mark Wood
Simon Duong
Christine Kempf
Daniel Vandersteen
Chris Mindorff
Ben Burns
Lisa Sproston (exited at 10:11 a.m.)

Absent: Councillor Davoli

Staff: Amanda MacDonald – Executive Director, GDBIA
Noah Nickel – Committee Coordinator
Katie Viccica – Deputy Clerk

1. Call the Meeting to Order

The meeting was called to order at 9:06 a.m.

2. Approval of the Agenda

BIA-24-091

Moved by: Simon Duong
Seconded by: Christine Kempf

The Chair requested the agenda be amended to:

- Move “Old Business” ahead of “Closed Session”.

Resolved that the November 13, 2024 Grimsby Downtown BIA agenda be approved as amended.

CARRIED

3. Declarations of Pecuniary and Non-Pecuniary Interests

Member Duong declared a conflict with a portion of the budget, pertaining to the \$30,000 “Happening” budget line. Member Duong did not vote on this budget line.

Mayor Jordan declared a conflict with a portion of the budget, pertaining to the \$8,000 “Decoration – Planters/Hanging Baskets” budget line. Mayor Jordan did not vote on this budget.

4. Business Arising from the Minutes

Grimsby Downtown BIA Members discussed the creation of the Downtown Construction Task Force, to support members and other downtown businesses during the scheduled upcoming Main Street construction project.

Grimsby Downtown BIA Members also discussed individuals they had spoken with, including Members of the Grimsby Downtown BIA, that had expressed interest in serving on the task force.

BIA-24-092

Moved by: Ben Burns

Seconded by: Christine Kempf

Resolved that the Downtown Construction Task Force be created, and that the following individuals be appointed as members:

- Andy Daniels
- Bryan Macaulay
- Daniel Vandersteen
- Faye Hassan
- Harley Valentine
- Marilyn McCrea

- Rebecca Shelley
- Simon Duong

CARRIED

5. Approval of the Minutes

BIA-24-093

Moved by: Simon Duong
Seconded by: Daniel Vandersteen

Resolved that the following minutes be received:

- a. Grimsby Downtown BIA Meeting Minutes – October 9, 2024

CARRIED

6. Chair's Report - VERBAL UPDATE

The Chair provided his report, which touched on the GDBIA's Halloween event, the upcoming Christmas event taking place on December 6, 2024, as well as the December meeting of the Grimsby Downtown BIA, and the upcoming Ladies' Night and Downtown Business Passport events.

BIA-24-094

Moved by: Christine Kempf
Seconded by: Ben Burns

Resolved that the Executive Director be directed to write and send a letter to the AGCO on behalf of the Grimsby Downtown BIA to guarantee approval of the special event liquor licence required for the Ladies' Night event.

CARRIED

7. Financials

a. GDBIA 2025 Budget

Member Vandersteen provided a presentation on the GDBIA 2025 Budget.

BIA-24-095

Moved by: Daniel Vandersteen

Seconded by: Ben Burns

Resolved that the \$30,000 budgeted for “Happening” in the GDBIA 2025 Budget be approved.

CARRIED

BIA-24-096

Moved by: Chris Mindorff

Seconded by: Lisa Sproston

Resolved that the \$8,000 budgeted for “Decoration – Planters/Hanging Baskets” in the GDBIA 2025 Budget be approved.

CARRIED

BIA-24-097

Moved by: Daniel Vandersteen

Seconded by: Ben Burns

Resolved that the GDBIA 2025 Budget be approved as presented.

CARRIED

8. Events

There were no events.

9. Old Business

a. GDBIA Christmas Decorations – Update

The Chair provided an update on the Christmas decoration reimbursement program that was approved at the previous Grimsby Downtown BIA Meeting, and further, for the creation of a fund for the purchase for Christmas decorations. The Chair also mentioned that the Grimsby Downtown BIA will be delegating to Grimsby Council at their December meeting, asking for additional funding in the 2025 budget.

10. Closed Session

BIA-24-098

Moved by: Daniel Vandersteen

Seconded by: Lisa Sproston

Resolved that the Grimsby Downtown BIA meet in closed session under Section 239 (2)(k) of the Municipal Act, where a closed meeting is held for the purpose of a position, plan, procedure, criteria, or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board, specifically to discuss Christmas decoration request for quotations.

CARRIED

The Grimsby Downtown BIA entered Closed Session at 9:57 a.m.

1. Procurement of Christmas Decorations

2. Approval of Closed Session Minutes – October 9, 2024

BIA-24-099

Moved by: Chris Mindorff

Seconded by: Christine Kempf

Resolved that the Grimsby Downtown BIA proceed to open session.

CARRIED

The Grimsby Downtown BIA exited Closed Session at 10:11 a.m.

BIA-24-100

Moved by: Ben Burns

Seconded by: Lisa Sproston

Resolved that the Executive Director proceed as directed in closed session.

CARRIED

BIA-24-101

Moved by: Daniel Vandersteen

Seconded by: Ben Burns

Resolved that the Closed Session minutes of the October 9, 2024 Grimsby
Downtown BIA meeting be approved.

CARRIED

11. New Business

There was no New Business.

12. Adjournment

The meeting adjourned at 10:18 a.m.