

**Board Members Present:** Randy Kerman (Board Chair), Beverley King (Vice Chair), Cindy Robinson (Treasurer), Suzanne Clarke (Secretary), Jane Fogal (Council Appointee), Marie Bettencourt, Carolyn Callero,

**Regrets:** Sandy Mackenzie, Tony Rampulla, Connie Ward, Nikki Jackson (Membership and Event Coordinator), and Dylan Thring (Summer Student)

**Staff Attending:** Emma Crosbie (Summer Student)

**Guests:** None

1. **Call to order – 9:00 am**      *By Randy Kerman – Chair*

2. **Acceptance of Agenda:**

**Motion: To Approve the Amended Agenda**

***Motion Moved By: Cindy Robinson***

***Second: Maria Bettencourt***

***Motion passed***

3. **Declaration(s) of Conflict of Interest**

None

4. **Approval of Previous Meeting Minutes**

**Motion: To Approve the Meeting Minutes of the June 11, 2019 Board Meeting**

***Motion Moved By: Suzanne Clarke***

***Second: Beverley King***

***Motion passed***

5. **Correspondence –**

a) **Julia Fountain - AODA Compliance** - It was concluded that staff will gather more information and report back to board

6. **Consent Agenda – None**

7. **Manager's Report**

***Attached***

**Action: Report accepted with no changes**

8. **Business arising**

a) **Accessibility** - see note under Correspondence

9. **Council update - Jane Fogal**

a) **Amalgamation** - The Town is waiting on more information

b) **Environmental Assessment - connection to 401 highway-** This first started in 2007 with a 10-15 year scope. Information will be reported as it becomes available.

c) **Transit Study** - was passed, but is on hold until there is more information about the amalgamation

10. **Financial Statements - Cindy Robinson**

Cindy stated that moving forward, when a contract of employment is created, sign off is needed from the treasurer to ensure the offer fits within the budget.

**a) Acceptance of financial statements**

**Motion: To accept the June financial statements as presented**

**Motion Moved By: Cindy Robinson**

**Second: Connie Ward**

**Motion passed**

**11. Committee Updates**

- a) Executive Committee** - Randy reported that the new BIA Manager, Yaw Ennin, had been offered and has accepted the position. Yaw's last role was Project Coordinator, Windsor BIA. Yaw will start on July 29.
  - b) Governance – Beverley** reviewed and walked the board through the draft bylaws
  - c) Farmers market – Emma** asked if any Board Members were available to assist with the July 13 Farmer's Market. Due to vacation schedule, additional volunteers are needed. Randy volunteered to help.
    - In addition, it was discussed that a minimum of 2 staff at the Farmer's Market should have First Aid Training.
    - Porta Potti smell - Emma report that there had been comments about the smell. Staff were directed to determine when the best time is to have the potties cleaned. Beverley mentioned that Library bathrooms are available for public use. This could eliminate the need for the porta potties altogether. Staff could contact Jamie Smith to discuss the use of the library washrooms during the Farmer's Market and the Car Show.
  - d) Car Show – see Manager's report**
  - e) Marketing - see Social Media Report**
  - f) Beautification – Weeding** - It was reported that the BIA needs to find a new contractor for weeding. It was concluded that casual labour would be paid \$15/hour. Carolyn stated that she had a contact that she would forward
- Additional plantings**-Beverley asked if Flower Shed could include in their scope of work the garden around the tree in front of 115 Main Street,

**12. New Business – Randy**

- a) Election Candidates at Farmers Market - Emma** reported that the BIA had received a request from a candidate to purchase a stall at the September 7th Farmer's Market. It was determined that the candidate could have a stall, following the same guidelines as a charity.

**13. Meeting Adjournment:**

**Motion: To Adjourn**

**Motion Moved By: Maria Bettencourt**

**Second: Randy Kerman**

**Motion passed**

***There being no further business to conduct the Georgetown BIA adjourned at 11:15AM***

**Next Meeting – Tuesday, August 13, 2019 @ 9:00 AM**