

**BIA
EXECUTIVE MEETING
MONDAY JULY 11TH, 2016
5:30 p.m.**

South Dundas Municipal Centre, 34 Ottawa Street, Morrisburg

Present: Riley Hatherall, Shelley Cumberland, Sam Laurin, Adeana McQuaig, Monique Wissink, Karen Thompson, Councilor Bill Ewing
BIA Coordinator: Grace McDonough,

Regrets:

Special Guests: Diance Soucie, Eastern Ontario Training Board, Rob Hunter EDO Municipality of South Dundas, Geraldine Fitzsimmons Executive Director South Dundas Chamber of Commerce.

Diane Soucie led the group through the results of the survey process and assisted in the development of an action plan moving forward. The action plan will come back to the BIA Board for review.

Regular meeting all to order: 7:00pm by Chairperson, Riley Hatherall

Declaration of Pecuniary Interest or Conflict of Interest: Adeana McQuaig conflict of interest item: Old Business (a) Succession Planning

Confirmation of the Agenda: Additions Deletions, or Amendments:

Moved by Sam Laurin

Seconded by Shelley Cumberland Carried

Review and Approval of Last Executive Minutes:

That the minutes dated May 9th, 2016 be approved as read.

Moved by Sam Laurin

Seconded by Shelley Cumberland Carried

Business arising from the Minutes: None

Old Business

- a. Succession Planning – Adeana McQuaig has been selected as the successful candidate for the Coordinators position.
- b. Motion to offer Adeana the Coordinators position.
 Moved by Shelley Cumberland
 Seconded by Monique Wissink Carried

Action: Coordinator to fill out job zone subsidy and candidate offered to start immediately at the advertised rate, 25 hours per week.

- c. Changes to accessible washroom design to make the washroom separate from the office and allow for accessible doors to each space.

New design will be ready to present to the Board of Management at our next monthly meeting

New Business:

- a. Associate member representative to sit on the Board of Management. Dwayne Sprague has agreed to fill this vacancy starting in September for the rest of this term.

- b. New Board of Management member required to fill the position Adeana McQuaig has vacated in order to assume the role of Coordinator.

Action: Coordinator to contact members who may be wish to sit on the Board. Report back to the Board.

Adjournment

Motion to adjourn

Motion by Shelley Cumberland

Seconded by Sam Laurin Carried

NEXT MEETING: Next meeting will be Monday August 8th, 2016, 5:30p.m. DBIA office, 99 Main Street Morrisburg, Everyone is welcome.