

**BIA
EXECUTIVE MEETING
MONDAY JUNE 13TH, 2016
5:30 p.m. BIA OFFICE**

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

Regrets: Cindy Wolfe, Kathy Moger

Call to order: 5:30pm by Chariperson, Riley Hatherall

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

Confirmation of the Agenda: Additions Deletions, or Amendments:

Moved by Kathy Moger

Seconded by Adeana McQuaig 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 Adeana McQuaig Carried

Business arising from the Minutes: None

Old Business

- a. 5 candidates for the Coordinators position have submitted resumes and register with Job Zone.

Action: Coordinator to arrange interviews for all 5 candidates on June 23rd.

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

Action: Coordinator to have DB designs revise schematics and return to Board for approval.

- c. Pork Fest Entertainment – BIA would like o increase number of vendors and will look for local groups who may wish to use this as a fundraising event. Councilor Ewing mentioned importance of having enough generators to power stage and other necessary items.

Action: Coordinator to check with St. Lawrence Parks regarding power for the stage and to ensure other power is available for Pork Fest.

New Business:

- a. Strategic Plan – Opportunity to have strategic plan done for the cost of \$500.00 through the EDO bringing Eastern Ontario Training Board in to work with the Municipality on an Economic Development Plan and the South Dundas Chamber of Commerce on their Strategic Plan.+

Action: Coordinator to contact the EDO and commence the strategic plan. Surveys will go out to all Board members and a meeting to discuss the results Monday July 11th at the Municipal Centre.

- b. Associate Board Member Cindy Wolfe has resigned from the Board of Management effective immediately.

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

- c. Community Living would like to continue having involvement with the businesses in the plaza.

Action: Coordinator to inform businesses and pass along the information.

Reports - Coordinators

Adjournment

Motion to adjourn

Motion by Shelley Cumberland

Seconded by Sam Laurin Carried

NEXT MEETING: Next meeting will be Monday June 13th, 2016, 5:30p.m. South Dundas Municipal Centre, 34 Ottawa Street, 3rd floor. Morrisburg, Everyone is welcome.