

**Morrisburg BIA  
EXECUTIVE MEETING  
Wednesday, March 13, 2019  
5:00 pm**

**Morrisburg BIA Office, 99 Main Street, Morrisburg**

**Present:** Dwayne Sprague, Shelley Cumberland, Councillor Don Lewis, Laura Callery, Sam Lauren, Helen Derix, Tracey Veinotte, BIA Coordinator: Adeana McQuaig-Bedard,

**Regrets:** Marguerite Baker, Victoria Windle

**Call to order:** 5:05pm by Shelley Cumberland

**Declaration of Pecuniary Interest or Conflict of Interest:**

Adeana McQuaig-Bedard declared a pecuniary interest in regards to item A under New Business: coordinator's contract

**Confirmation of the Agenda: Additions Deletions, or Amendments:**

**Additions:**

Additional item added to new business. South Dundas Chamber of Commerce Spring Home & Trade Show

**Moved:** Helen Derix

**Seconded:** Councillor Don Lewis

**Carried**

**Review and Approval of Last Executive Minutes:**

That the minutes dated January, 9<sup>th</sup> 2019 be approved.

**Moved:** Sam Lauren

**Seconded:** Dwayne Sprague

**Carried**

**Business arising from the Minutes:** None

**Old Business:**

- a. **Morrisburg Plaza Improvement Project:** Board was updated on the progress of the work being done on the canopy.
- b. **Christmas Market:** Board recommends creating a special committee for this event. Coordinator to look into rules and regulations for special committee. Special meeting March 15<sup>th</sup> at 11:00 am at the DBIA office. Shelley Cumberland to present to Council power point presentation March 19<sup>th</sup> 7:00 pm. Dwayne Sprague presented plans for a vendor stall. The board discussed more affordable options and reviewed the amount of stalls that may be required.

**New Business:**

**a. Coordinators salary:** The board discussed the terms of the Coordinators Contract and advised the Chairperson to discuss them with the coordinator.

**b. Spring Shop Crawl:** We will host a shop crawl mid-April. Coordinator will advertise and invite the membership to participate.

**c. Snow Removal in Plaza:** Discussed putting money aside for emergency snow removal. Board decided to table this.

**d. Meeting Time:** New meeting time will be the second Tuesday of each month at 5:00 pm at the Morrisburg DBIA office (99 Main Street).

**Moved:** Helen Derix

**Seconded:** Dwayne Sprague

**Carried**

**e. Pre Canada Day Kick-off:** Coordinator will contact Hillbilly Highway and Upper Canada Creamery and look into a face painter.

**f. South Dundas Chamber of Commerce 2019 Spring Home & Trade Show:** Board recommends renting a booth at this event.

**Moved:** Helen Derix

**Seconded:** Dwayne Sprague

**Carried**

**Coordinators Report:** Presented by coordinator

**Motion:** Dwayne Sprague

**Seconded:** Shelley Cumberland

**Financial Report:** Attached

**Motion:** Helen Derix

**Seconded:** Laura Callery

**Motion to adjourn:**

**Motion:** Sam Lauren

**Seconded:** Dwayne Sprague

**Carried**

**Adjournment:** 6:40 pm

**NEXT MEETING:** Next meeting will be Tuesday, April 9<sup>th</sup> 2019, 5:00 pm at the Morrisburg DBIA office (99 Main Street).