



**MINUTES - MEETING OF THE UXBRIDGE BIA BOARD OF MANAGEMENT**

**Monday, April 24<sup>th</sup>, 2023 7:00 p.m.**

**LOCATION: Microsoft Teams, UXBRIDGE, ON**

**Attendance:** Willie Popp, Todd Snooks, Zed Pickering, Joanne Richter, Abby Swagath,  
Todd Miller, John Milne

**Regrets:** Val Little, Sabrina Leeder

- **1.0 CALL TO ORDER** by interim Chair, Julia Shipcott – 7:06 p.m.
- **2.0 DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF** – none
- **3.0 APPROVAL OF AGENDA** for meeting dated April 24<sup>th</sup>, 2023
  - Motion to approve agenda: Zed 2<sup>nd</sup>: Joanne
- **4.0 ADOPTION OF MINUTES** for Meeting dated October 4<sup>th</sup>, 2022
  - Motion to approve minutes: Willie 2<sup>nd</sup>: John
  - Motion to approve minutes dated March 27<sup>th</sup>, 2023 Todd S 2<sup>nd</sup>: John
- **5.0 DELEGATION** – Tania Senior, Springtide

Ms. Senior thanked the BIA for their sponsorship support, and shared her ideas on how Springtide could best utilize the loan of the new BIA Hut and Sound System for the Springtide event running June 9-11, 2023, as an event destination to assist with promoting their theme of lowering emissions via alternative travel. Ms. Senior suggested the sound system could also be utilized at the Farmer’s Market to promote Springtide over five Sundays from May 7-June 4.

  - Motion to agree in principle to work with Ms. Senior and Springtide, and to create a sub-committee to work with Springtide on this event: Todd S 2<sup>nd</sup>: John
- **6.0 NEW BOARD APPOINTMENTS**
  - **6.1** The Board welcomed new Board Director John Milne of Northern Oak Appliances.
  - **6.2** Joanne Richter was appointed Chair while Todd Miller was appointed Vice Chair of the BIA Board for the term of one year.
  - **6.3** The following sub-committees were assigned members for the term of one year:  
Banners – Joanne, Todd M, John  
Beautification – Joanne, Todd S, Sabrina  
Events – Zed, Todd M, Todd S, Joanne  
Finance – Willie, Todd M  
Procurement – Zed, Todd S, Todd M
  - **6.4** Joanne requested that edits to be made to the BIA Bylaw be discussed prior to presentation to Council. Willie and Joanne will meet to work on this.
- **7.0 CORRESPONDENCE**
  - **7.1 David Phillips, St. Andrew’s-Chalmers Presbyterian Church – Christmas banners**

The current process of grouping all banners to install and remove at once to realize cost savings was discussed. Todd S questioned where the process was with regard to the banner policy as well as ‘Walk of Inclusion’. Julia shared that the Township covered costs of the 4 PFlag banners install at Toronto/Brock Streets in 2022 and likely will again this year. Todd offered to contact Kristi to see whether this request should be directed to EDI.

    - Motion to direct this and the Pflag request to the Procurement sub-committee and to CAO Kristi Honey for direction: Willie 2<sup>nd</sup>: Todd S

- **7.2 Maddy Thompson, Pflag Durham – Pride banner**  
covered in 7.1.
- **7.3 Region of Durham, Envision Durham draft Regional Official Plan**
  - Motion to receive for information: Joanne 2<sup>nd</sup>: Zed
- **7.4 Region of Durham, Regional Development Charge Background Study**
  - Motion to receive for information: Willile 2<sup>nd</sup>: Todd S
- **8.0 REPORTS AND UPDATES**
  - **8.1 Storage unit** – Julia confirmed that the Region’s insurance umbrella covers our storage unit contents, realizing a +/- \$20 monthly savings to the BIA.
- **9.0 DOWNTOWN REVITALIZATION PROJECT (DRP) UPDATE** – Willie spoke to the first meeting of the new DRP reflecting a great compliment of local businesses and Regional staff. The Planning of upcoming events has begun. Both Willie and Todd S are committee members.
- **10.0 WEBSITE UPDATE**
  - **10.1** Joanne praised the ‘What is a BIA’ video and presentation newly posted to the website.
  - **10.2** Joanne requested that images and a small descriptive write-up of each Director be forwarded to Julia for inclusion on the website.
  - **10.3** Joanne confirmed she is FB administrator for the Uxbridge Business Owners page – a second and separate FB site from ‘Uxbridge BIA’. Joanne, Julia and Todd M will work together to update the page, with possible inclusion of Colleen and Sierra at the Township.
- **11.0 OTHER BUSINESS**
  - **11.1 Huck Finn event** – Julia confirmed that financial support totaling \$1,500 to Pat Higgins for Huck Finn event was forthcoming.
  - **11.2 Springtide event** –
    - Motion to support Springtide event by offering BIA Hut (location to be determined but likely Brock St. Parkette) for June 9-11, but staffed by volunteers;
    - AND to provide use of the sound system to the Farmers’ Market on Sundays from May 7 – June 4: Zed 2<sup>nd</sup>: John
  - **11.3 OBIAA attendance** – Joanne shared her experience at the OBIAA.
- **12.0 FINANCE / BUDGET**
  - **12.1 Review of 2023 Budget** – Willie spoke to the 2023 budget and outlined how the newly formed sub-committee to meet throughout the month to prepare any new reports, etc for the next Board meeting.
  - **12.2 New Baskets** – Willie will meet with Billy to discuss installation requirements for the new brackets. Julia will gather details on bracket delivery timeline.
- **13.0 BOARD ROUND TABLE**
- **14.0 ADJOURNMENT** - Motion to adjourn at 9:00 p.m.: Todd 2<sup>nd</sup>: Zed

Next meeting: Tuesday, May 23, 2023 @ 7pm, **hybrid** – virtual and Boardroom of Town offices.