



MINUTES OF THE UXBRIDGE BIA BOARD OF MANAGEMENT

Monday, April 28th, 2025, 6:30p.m.

LOCATION: Municipal Offices boardroom A / Microsoft Teams

Attendance: Dana Middleton, Katlyn Jones, Lee Hawn, Todd Snooks, Joanne Richter, Willie Popp, Carrie-Lyn Dufton, Zed Pickering

Regrets: Lisa Ritchie, Lindsay Golden

1.0 CALL TO ORDER	6:39 pm by Dana Middleton
2.0 LAND ACKNOWLEDGEMENT	<p>The Township of Uxbridge is situated on the traditional territory of the Huron-Wendat, Haudenosaunee, and Anishinaabe people. We acknowledge that these lands are covered under the Williams Treaties and are home to many Indigenous communities. We honour, recognize, and respect this nation and Indigenous Peoples as the traditional stewards of the lands and waters on which we now live, work and play.</p> <p>Read by: Dana</p>
3.0 DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF	None
4.0 APPROVAL OF AGENDA: dated April 28th, 2025	<p>Motioned by: Joanne</p> <p>2nd: Carrie</p>
5.0 ADOPTION OF MINUTES: dated February 24th, 2024	<p>Motioned by: Lee</p> <p>2nd: Willie</p>
6.0 DELEGATIONS	<p>6.1 Springtide Music Festival - Tania</p> <p>Presented to Council this morning. Sub-committee with TAC, BIA and UDRC formed to work together for a 'Springtide Trail'. Activities on main street (Upper Brock Road closure potential) would be free. Springtide if half-way through the road closure permit. Google form to ask BIA businesses to participate in the street portion.</p>

	<p>Family friendly, interactive programming to fill the space. Sidewalk chalk, life-sized games, entertainers etc. Youth stage could be a potential.</p> <p>This morning Council agreed in principle on the street closure after working with municipal staff and the Region to cover the requirements on the Saturday.</p> <p>BIA – with the road closure – between Church and Brock St. There would be a vendor style setup with BIA businesses first come first serve. BIA businesses on Lower Brock could be covered under a single permit for a sidewalk sale.</p> <p>Official ask: Request for sponsorship from the BIA for the monetary amount of \$1500 with funds allocated for supporting the cost for BIA business’ booths. The rest of the funding could be used for activities.</p> <p>Motion: to approve the \$1500, use of the hut, and the sound system for Springtide.</p> <p>1st: Joanne 2nd: Willie</p> <p>Motion: for the BIA to put forth a letter of support for the Springtide road closure</p> <p>1st: Zed 2nd: Lee</p> <p>Action: Tania to submit an invoice for the \$1500 to Katlyn Action: Katlyn to draft a letter of support and support Tania with communications</p> <p>Motion: For the BIA to prepare the Lower Brock and Upper Brock sidewalk permit application and submit a request to waive the \$150 fee to Council for May – Labour Day for BIA businesses (they must follow all requirements).</p> <p>1st: Willie 2nd: Carrie-Lyn</p>
7.0 BOARD BUSINESS	7.1 Pick Eggstravaganza colouring contest winners

	<p>We have 12 prizes. They will be first come first serve for winners to pick up and they have a week window. The past prize winners from BIA Ladies Night that have not been picked up their prizes will be contacted again and given one week to claim the prizes. Unclaimed prizes will be used for future prizes.</p> <p>Action: 12 winners were picked and will be contacted by Katlyn and Julia.</p> <p>7.2 Banner Quote for new BIA Banners</p> <p>Katlyn shared the quote from Shear Display on printing the new banners. \$10,880.00.</p> <p>Action: Katlyn to source three quotes as this is slightly over budget.</p> <p>7.3 Prizes for events (donations and purchasing)</p> <p>As a guideline, if a business is not participating in a BIA event, prizes will not be purchased from the business, nor will donations be accepted from them for the event.</p> <p>7.4 Springtide Updates</p> <p>See above delegation notes.</p> <p>7.5 Website updates</p> <p>Lara from Township shared the poll for board members to vote on the design they liked best. She also shared that some files and links should be removed from the BIA site as they are never accessed by anyone and take up a lot of storage. She will share this report with us when complete.</p> <p>Reminder to all Board members to send Katlyn an updated photo and Bio if they do not already have one.</p> <p>7.6 Sponsorship Package</p>
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	TAC welcomes feedback to their sponsorship feedback and the BIA can help support with communications.
8.0 CORRESPONDENCE	None
9.0 REPORTS AND UPDATES	None
10.0 OTHER BUSINESS	None
11.0 FINANCE / BUDGET	11.1 March Report Katlyn shared the March YTD with the board.
12.0 NEW BUSINESS	None
13.0 BOARD ROUND TABLE	Board members shared their updates.
14.0 ADJOURNMENT	8:01 pm by Dana Middleton Next meeting: May 26 th , 2025