



MINUTES
St. Marys Business Improvement Area Committee
Annual General Meeting

April 8, 2024
6:30 pm
Gilly's Quarry Room
13 Water Street South, St. Marys

Committee Members Present: Councillor Aylward
Megan Feeney
Lisa Fewster
Sue Griffiths
Alexandra Pritchard O'Shea
Jan Scott
Dan Troyer

Staff Present: Kelly Deeks-Johnson, Tourism and Economic
Development Manger
Sara Bradford, Social Media and Marketing
Coordinator

1. CALL TO ORDER

The Chair called the meeting to order at 6:42 pm.

2. DECLARATION OF PECUNIARY INTEREST / CONFLICT OF INTEREST

None.

3. AMENDMENTS AND APPROVAL OF AGENDA

Moved By Lisa Fewster

Seconded By Jan Scott

THAT the April 8, 2024 St. Marys Business Improvement Area Annual General Meeting agenda be approved.

Carried

4. ACCEPTANCE OF MINUTES

Moved By Sue Griffiths

Seconded By Councillor Aylward

THAT the April 24, 2023 St. Marys Business Improvement Area Annual General Meeting minutes be approved by the Board and signed by the Chair and the Secretary.

Carried

5. AGM Review

The Chair introduced the board and thanked them for their work and time.

The Board presented the highlights of the 2023-24 BIA year.

6. TREASURER'S REPORT

6.1 2024 Proposed Budget Presentation

Sue Hyatt presented the proposed 2024 budget.

6.2 Membership Input on Proposed 2024 Budget

Comments from the membership included:

- Expand the involvement of the BIA with the new winter market during WinterLights
- Heritage Festival involvement and how to enhance it, a committee will work on ideas.
- Feedback on the Stratford Trails are that they were a very positive experience.
- Vacant spaces on the main street, is it time for the BIA to do some advocacy to get the owners to rent them and fix them up.

Moved By Dan Troyer

Seconded By Lisa Fewster

THAT membership input on the proposed 2024 Budget be received as information.

Carried

6.3 Board Consideration and Approval of 2024 Budget

Moved By Alexandra Pritchard O'Shea

Seconded By Councillor Aylward

THAT the 2024 BIA Budget be approved as presented.

Carried

7. OTHER BUSINESS

7.1 Brand Report and Discussion - A. Pritchard O'Shea

No report put forward due to no concepts being available yet. First round of request for feedback garnered none and the second round garnered lots. A report will be available for the next regular meeting of the Board. Two concepts will be put forward and the board will select one.

Moved By Jan Scott

Seconded By Dan Troyer

THAT the brand report be received.

Carried

7.2 Heritage Festival Working Group Establishment - D. Troyer

Moved By Sue Griffiths

Seconded By Jan Scott

THAT the BIA Board establishes a Heritage Festival working group; and

THAT those interested parties will sign up through the BIA email address.

Carried

7.3 Beautification Working Group Update - L. Fewster

The only changes are that the BIA will not be doing the rebate program this year, and that the holiday planning group will establish the theme and then the decorating will be done by the Beautification Committee.

Moved By Jan Scott

Seconded By Councillor Aylward

THAT the beautification working group update be received.

Carried

8. UPCOMING MEETINGS

May 13, 2024 regular Board meeting

9. ADJOURNMENT

Moved By Dan Troyer
Seconded By Jan Scott

THAT this meeting of the St. Marys Business Improvement Area Board adjourns at 7:40 pm.

Carried

Chair

Committee Secretary