

ABIA Board Meeting Minutes - September 8th 2022

Attending:

Kiara Galbraith
Sonia Pagliuso
Allen Teska
Kelvin Galbraith
Miriam Mulkewich
Leslie Bullock

City of Burlington

Jason Brander - BIA Liason
Jess Wilding - COB

Absent:

Karen Lee

Regrets:

Lorna Hainsworth-Popper

Staff:

Andrea Dodd
Judy Worsley
Tiffany Budler

Guests:

Approval of September Agenda

Allen Teska
Kelvin Galbraith
Approved

Approval of August Minutes

Allen Teska
Kelvin Galbraith
Approved

Conflicts of Interest: **None.**

Councillor Report - Kelvin Galbraith

- Plains Road protected bikeway update
- Underground work has been completed and overhead lines are scheduled for next week.
- Big News - COB has reached a settlement agreement with Solid Gold file.
- 3 apartments, 18 stories up Cooke Blvd and 9 stories along Plains Rd.
- This comes with **22,000 of retail space**, great for Plains Road.
- Also comes with a 1/2 acre park, green space.
- *Burlington Transit Community Feedback* meeting is September 17th.

Jason Brander - BIA Liason - Special Business Area coordinator

- CafeBurlington Project - Expansion of the temporary patio program that has been in place for a couple years now.
- A set of guidelines and standards are being looked at on a city wide basis. Jason has prepared a report on where we are at and where the COB is going with this.
- The target to have the guidelines in place is prior to patio season 2023.
- MTSA - Studies and policies are being completed for the final report. They are still looking for public feedback. The MTSA staff will be reaching out to the BIA directly in the future to give updates. They will be at our October meeting.

Kiara Galbreath: Interim Treasurer

Full Report in Slack.

- BIA level clawback has been paid by half. Our next instalment will be done by December.
- Final polices document have been completed and reported on the Finance Channel.
- We will present a motion to accept those at our October meeting.
- Budget document has been upgraded and corrected. Categories have been updated to reflect our current spending.
- Met with AD & TB to clarify some of these points. Now they are clearly defined along with the other categories.
- Will bring a final copy to the November Board meeting so that we stay on time.
- Bank statements are in good shape.

Social Media Report - Andrea Dodd

See Full Report in Slack

- Question: Website redo can go ahead and start the process in the later fall so we are ready to go in January. Yes, please go ahead.

Special Events & Membership Report - Tiffany Budler

See Full Report in Slack

- Question: We are going ahead with the Christmas float so if anyone has ideas or themes, please send them along.

Executive Director Report - Judy Worsley

- Working with Ferene and MMS is going well.
- Information about grant allocation will come out later and will be quiet for now.
- DMS - Ana is having a difficult time meeting with businesses and she is dedicated to helping more businesses get involved with DMS.
- Strat Plan - Another meeting will be scheduled and we are very close to finishing. This will be in draft form in October for Board approval.
- Expansion: JW will post information and we can make a decision on what to do now that we have figures, the list is incorrect and incomplete.
- We will need to go through it line by line.
- Governance: There is a recommendation for election policy so please take a look. This will be motioned and passed by email.
- Lease recommendation: We should not rent out our office, there is too much liability for our organization.

Sonia Pagliuso - Board Chair

Motion by EMAIL: To accept the use of Corporate Resource Policy (during an Election Year) document adapted by Judy Worsley.

All in favour. Approved September 9th by email.

In Camera Session with Board.

Adjourned 8:25 am.

Next Meeting: October 13th - 2022 by Zoom 7:30am.