



Walkerton Business Improvement Area (BIA) Board Minutes

Wednesday, November 17, 2021 at 8:45 a.m.

Walkerton Community Centre

Present: Jessie Spitzig, BIA Board President
Richard Popiez
Kristen Bowman
Aleasha Reich
Kym Hutcheon, Councillor
Fiona Hamilton, Clerk
Paulette Peirol, Community Development Coordinator

Regrets: Nicole Schneider

1. Call to Order and Acceptance of Agenda

Chairperson Jessie Spitzig called the meeting to order at 8:45 a.m.

Motion:

Moved By: Richard Popiez

Seconded By: Kristin Bowman

That the Walkerton Business improvement Area Board of Directors accept the Agenda for the BIA Board Meeting on November 17, 2021 as presented.

Carried.

2. Declaration of Pecuniary Interest or General Nature Thereof

3. Approval of Minutes

3.1 Walkerton BIA Board Minutes – November 3, 2021

Motion:

Moved By: Aleasha Reich

Seconded By: Richard Popiez

That the Walkerton Business Improvement Area Board of Directors approves the minutes from November 3, 2021 as presented.

Carried.

4. Business Arising from Minutes

4.1 Christmas Market

Representatives from the Events & Promotions Committee confirmed the details of the Christmas Market with the Board, noting the refreshment vehicles that would be present. Board Chairperson Jessie Bates summarized the number of confirmed vendors and shared the set-up plans with the Board.

4.2 BIA Office Clean Out Day – November 24, 2021

Fiona Hamilton, Clerk informed the Board that November 24, 2021 had been schedule as office clean out day, when the municipality would be able to assist with bringing some items to the landfill. It was noted that the Board was responsible for sorting through all possession prior to this day. The Board made arrangements to meet at the property to begin cleaning out items.

4.3 Annual General Meeting – December 1, 2021

Fiona Hamilton, Clerk confirmed the date and time for the Annual General Member and reviewed the items that would need to be discussed. The Board discussed whether any refreshments should be offered, and ultimately decided not to offer refreshments to best comply with Covid rules and regulations.



4.4 2022 Budget

Motion:

Moved By: Kristen Bowman

Seconded By: Aleasha Reich

That the Walkerton Business Improvement Area (BIA) Board of Directors approves the proposed draft 2022 budget to be presented to the members at the meeting on December 1, 2021.

Carried.

5. Accounts Receivable

5.1 Outstanding Accounts Receivable Listing

The Board was directed to review the Accounts Receivable listing and choose either option 1 or 2 and provide the listing to Fiona Hamilton, Clerk.

6. Reports

6.1 Brockton Council Update

Councillor Hutcheon provided an update in relation to the consultant hired by Brockton Council to review the Official Plan update being undertaken by the County of Bruce.

6.2 Brockton Economic Development Committee Update

Paulette Peirol informed the Board that the Community Improvement Plan had been finalized.

6.3 Events, Promotions and Networking Committee Update

The Committee noted the Shop Walkerton and Win promotion was ready to be launched. Fiona Hamilton, Clerk suggested the Board review the terms of reference of the Events, Promotions and Networking Committee to ensure proper oversight by the Board.

Motion:

Moved by Aleasha Reich

Seconded by Kristen Bowman

That the Walkerton Business Improvement Area Board of Directors receives and approves all reports.

Carried.

7. Business Updates

8. Correspondence

9. Closed Session

The Walkerton Business Improvement Area Board of Directors entered into a Closed Session at 9:36 a.m. in order to discuss a matter pertaining to:

- Personal matters about an identifiable individual, including municipal or local board employees – **BIA Manager Recruitment**

Motion:

Moved by Kym Hutcheon

Seconded by Aleasha Reich

That the Walkerton Business Improvement Area (BIA) Board of Directors approves entering into a closed session to discuss a matter pertaining to labour relations and employee negotiations -recruitment update.

Carried.



Motion:

Moved by Kym Hutcheon

Seconded by Kristen Bowman

That the Walkerton Business Improvement Area (BIA) Board of Directors approves the direction provided to staff in the closed session.

Carried.

10. Adjournment

Motion:

Moved By: Aleasha Reich

Seconded By: Kristen Bowman

That the Walkerton Business Improvement Area Board of Directors hereby adjourns at 9:50 a.m. to meet again on December 1, 2021 at 8:45 a.m.

Carried.