



Agenda

Thornbury Business Improvement Area

Meeting Date: March 6, 2024
Meeting Time: 8:00 a.m.
Location: Town Hall, Council Chambers
Prepared by: Jenna Robinson – BIA Coordinator

A. Call to Order

A.1 Traditional Territory Acknowledgement

We would like to begin our meeting by recognizing the First Nations, Metis, and Inuit Peoples of Canada as traditional stewards of the land. The municipality is located within the boundary of Treaty 18 region of 1818 which is the traditional land of the Anishnaabek, Haudenosaunee, and Wendat-Wyandot-Wyandotte peoples.

A.2 Board of Directors Attendance

A.3 Approval of Agenda

Recommended (Move, second)

THAT the Agenda of March 6, 2024, be approved as circulated, including any additions to the Agenda.

A.4 Declaration of Pecuniary Interest and general nature thereof

NOTE: In accordance with the *Municipal Conflict of Interest Act* Business Improvement Area Directors must file a written statement of the interest and its general nature with the Clerk for inclusion on the Registry.

A.5 Previous Minutes (February 7, 2024)

Recommended (move, second)

THAT the Minutes of February 7, 2024, be approved as circulated, including any revisions to be made.

B. Deputations and Public Comment Period

B.1 Deputations, if any

None.

B.2 Public Comment Period (each speaker is allotted three minutes)

NOTE: Fifteen (15) minutes is allotted at the Meeting to receive public comments regarding Thornbury Business Improvement Area matters included on the Agenda. The speaker shall provide their name and address, and shall address their comments to the Chair. Comments shall not refer to personnel, litigation, or potential litigation matters.

NOTE: Comments received from the public that have not been included on the Agenda will be read at the meeting by the Coordinator.

C. Matters for Discussion

C.1 Bids for Food Trucks – Director Gibbons

C.2 2023 Sub-Committees

1. Budget & Administration Sub-Committee: Sarah, Renee

2. Visuals & Digital Sub-Committee: Kelly, Shawn, Andrea (public member)

3. Beautification & Lighting Sub-Committee: Lesley, Sarah, Renee

4. Events & Cultural Tourism Sub-Committee: Renee, Kelly, Shawn

C.4 Council Update – Councillor, Shawn McKinlay

D. Correspondence

None.

E. New and Unfinished Business

E.1 Additions to the Agenda

E.2 Items Identified for Discussion at the Next Meeting

April 3, 2024, Board Meeting.
Town Hall, Council Chambers (in-person)

F. Adjournment

Recommended (Move, second)

THAT this meeting does now adjourn at (time) to meet again on April 3, 2024 at 8:00 a.m. at Council Chambers, Town Hall or at the call of the Chair.



Minutes

Thornbury Business Improvement Area

Meeting Date: February 7, 2024
Meeting Time: 8:00 a.m.
Location: Town Hall, Council Chambers
Prepared by: Jenna Robinson – BIA Coordinator

A. Call to Order

A.1 Traditional Territory Acknowledgement

We would like to begin our meeting by recognizing the First Nations, Metis, and Inuit Peoples of Canada as traditional stewards of the land. The municipality is located within the boundary of Treaty 18 region of 1818 which is the traditional land of the Anishnaabek, Haudenosaunee, and Wendat-Wyandot-Wyandotte peoples.

A.2 Board of Directors Attendance

Vice Chair Desrochers called the meeting to order at 8:00 am. In attendance were Kelly Gale, Lesley Fisher, Marco Santaguida, and Councillor McKinlay. Regrets were sent by Sarah Beveridge and Mark McEwan.

Town staff present were Director of Community Services, Ryan Gibbons and Senior Infrastructure Capital Project Coordinator, Mike Campbell

A.3 Approval of Agenda

Moved: Councillor McKinlay

Seconded: Lesley Fisher

THAT the Agenda of February 7, 2024, be approved as circulated, including any additions to the Agenda.

Yay (5): Kelly Gale, Lesley Fisher, Marco Santaguida, Councillor McKinlay and Vice Chair Desrochers

Absent (2): Sarah Beveridge, Mark McEwan

The motion is Carried (5 to 0, 2 absent)

A.4 Declaration of Pecuniary Interest and general nature thereof

NOTE: In accordance with the *Municipal Conflict of Interest Act* Business Improvement Area Directors must file a written statement of the interest and its general nature with the Clerk for inclusion on the Registry.

None.

A.5 Previous Minutes (January 17, 2024)

Moved: Lesley Fisher

Seconded: Kelly Gale

THAT the Minutes of (January 17, 2024) be approved as circulated, including any revisions to be made.

Yay (5): Kelly Gale, Lesley Fisher, Marco Santaguida, Councillor McKinlay and Vice Chair Desrochers

Absent (2): Sarah Beveridge, Mark McEwan

The motion is Carried (5 to 0, 2 absent)

B. Deputations and Public Comment Period

B.1 Deputations, if any

None.

B.2 Public Comment Period (each speaker is allotted three minutes)

NOTE: Fifteen (15) minutes is allotted at the Meeting to receive public comments regarding Thornbury Business Improvement Area matters included on the Agenda. The speaker shall provide their name and address, and shall address their comments to the Chair. Comments shall not refer to personnel, litigation, or potential litigation matters.

NOTE: Comments received from the public that have not been included on the Agenda will be read at the meeting by the Coordinator.

C. Matters for Discussion

C.1 Thornbury Yacht Club – Nuit Blanche (Glenn Hayworth)

The Thornbury Yacht Club is looking to host a new night parade event on August 24, 2024. The idea of Nuit Blanche is to include local artists, make the event bigger and engage the community. The extent of the event is weather-dependent, if the weather does not cooperate, the parade wouldn't happen, and the boats would be lit in the harbour.

Town staff confirmed the Arts Walk run by the Library will be early in July 2024. The BIA has limited room in the budget, however, would be happy to cross-promote the event. The events Committee can discuss further and stay in contact with the Yacht Club on the BIA's level of involvement.

C.2 Thornbury West Phase 1B – Louisa Street Discussion (Mike Campbell & Jason Petznick)

Town staff provided an update on the Louisa Reconstruction project and reviewed a concept plan of Louisa Street, with parking details and a parkette at the corner of Louisa Street West and Bruce Street.

The board will provide a letter to Town staff regarding parking on Louisa Street for residents and visitors to park on the street as they explore downtown Thornbury and visit local shops and restaurants.

Moved: Kelly Gale

Seconded: Lesley Fisher

THAT the Thornbury Business Improvement Area board of directors move forward was drafting a response for Town Staff with comments regarding Louisa Street and the reconstruction by February 21, 2024.

Yay (5): Kelly Gale, Lesley Fisher, Marco Santaguida, Councillor McKinlay and Vice Chair Desrochers

Absent (2): Sarah Beveridge, Mark McEwan

The motion is Carried (5 to 0, 2 absent)

C.3 Sub-Committee Updates

1. Budget & Administration Sub-Committee - Sarah, Renee

The sub-committee has met and has booked a meeting with Sam Dinsmore to finalize the 2023 actuals. The sub-committee plans to bring the draft Budget in March, 2024.

2. Visuals & Digital Sub-Committee - Kelly, Shawn, Andrea (public member)

None.

3. Beautification & Lighting Sub-Committee - Lesley, Sarah, Renee

The Coordinator has contacted Riverside Greenhouses to order flower baskets and pots again for Spring/Summer 2024.

4. Events & Cultural Tourism Sub-Committee - Renee, Kelly, Shawn

The sub-committee is looking to have music in the parkette again this Spring/Summer. Town staff will work with the Coordinator to request relief from the Noise By-Law.

Moved: Councillor McKinlay

Seconded: Marco Santaguida

THAT the Thornbury Business Improvement Area direct the BIA Coordinator to work with Town staff to submit an application for the Noise By-Law ahead for music in the parkette.

Yay (5): Kelly Gale, Lesley Fisher, Marco Santaguida, Councillor McKinlay and Vice Chair Desrochers

Absent (2): Sarah Beveridge, Mark McEwan

The motion is Carried (5 to 0, 2 absent)

C.4 Council Update – Councillor Shawn McKinlay

None.

D. Correspondence

None.

E. New and Unfinished Business

E.1 Additions to the Agenda

E.2 Items Identified for Discussion at the Next Meeting

F. Notice of Meeting Dates

March 6, 2024 – BIA Board Meeting
Town Hall, Council Chambers (in-person)

G. Adjournment

THAT this meeting does now adjourn at 9:14 am to meet again on March 6, 2024, at 8:00 a.m. in Council Chambers, Town Hall or at the call of the Chair.

Moved: Lesley Fisher Seconded: Kelly Gale

Yay (5): Kelly Gale, Lesley Fisher, Marco Santaguida, Councillor McKinlay and Vice Chair Desrochers

Absent (2): Sarah Beveridge, Mark McEwan

The motion is Carried (5 to 0, 2 absent)