
Meeting Minutes
Board of Management
April 10, 2018 @ HDTC-BIA Office 6pm

Attendance: Sgt. Jim Lynds, Nancy Lapadie, Connie Beneteau, Dave VanDamme, Courtney Wells, Heather Slater, and Clair Culliford.

Call to Order: Regrets are sent from Allison Terfloth, BJ Griffith, Jim Carrinton and Paul Shettell.

Guest: Dave VanDamme-Council Ward 3. Dave has an idea he would like to bring to Council that he learned about in Toronto. The presentation was on how people interact in cities. The presenter told them how they shut down Time Square in New York City. How they improved on pedestrian and bike lanes with no more vehicle traffic. The theory was “people shop, not cars”. Sgt Lynds stated that ‘Open Streets’ tried bringing that here but it was met with lots of opposition.

Approval of Agenda:

A motion for approval of the agenda was made by Nancy and second by Clair. All in favour? Yes, agenda approved.

Police Report by Sgt Lynds. A hard copy was handed out. It was observed that the Downtown Chatham Centre had a decrease reports and none of them lead to criminal charges. Overall there is an increase from last year. An increase in mental health issues and a significant increase on 4th and Llewellyn Street (23).

A motion was made to approve the police report first by Clair and second by Courtney. All in favour? Yes, report approved.

Business Arising from the Previous Board Meeting Minutes: Seeing none,
a motion was made to approve the previous meeting minutes first by Nancy and second by Courtney. All in favour? Yes, minutes were approved.

Declaration of Conflict of Interest: None

Board Reports:

Downtown in the City update (Connie). There has been some difficulty getting the committee members to a meeting. The main cheerleaders (Kim and Terri) still need to see what kind of interest is out there with the businesses participating. Kim has been in contact with Morena from the Artisan Market and they will be going around to all the businesses together so the merchants have all the information on two nights staying open at once.

Infrastructure: It has been confirmed by the Municipal Engineer that the remaining sidewalks downtown will be completed this year. There have been complaints about the town clock not keeping correct time. It is not in the life cycle budget at the Municipality for needed repairs. Also’ another complaint about the Flags at the Cenotaph needed replacement. The Legion was called, Dave Vankestern’s office was called, but no one currently has any replacement flags nor do they expect any until mid-May. Then they are handed out on a first come-first-serve bases (according to Dave Vankestern’s office).

Downtown Revitalization Project: There was a meeting with Geoff Wright, Chatham BIA and Wallaceburg BIA and Chamber to see if there was interest in creating some downtown presentations to business owners to help out and improving our downtown. Further investigation is required with a possible survey.

Secretary: Clair Culliford: Correspondence – Chatham-Kent Chamber of Commerce updates on upcoming events.

Office Update: Connie-

RetroFest May 25/26: 100 cars registered to date, vendors still coming in. New car route was put out by PSA, no negative feedback. It was recommended that we design a flier and put in all the mail boxes on the new route to encourage their family and friends to setup chairs and cheer the cars on along the route. It was also recommended that we use the new-route fliers to identify to the River Road residence that the route will not be going down that route. Maps and posters are being developed by Abstract Marketing. Sliders and street banners have already been put up.

Artisan Market July 20: The original concept has evolved significantly since the first meeting. Originally it looked like a Farmer's Market, then an Artisan Market, now it seems to focus on the **ARTcrawl with a Lawn Summer Nights and shop at the 'Strip-mall'**. The ARTcrawl starts at the Library and crawls downtown to interested open businesses. Then over the walking bridge where the Lawn Summer Nights will be happening (fundraiser benefiting Cystic Fibrosis Canada). Also, in Tecumseh Park will be vendors (vendors with more of a unique artistic flair). The Cultural Centre will be open (with alcoholic beverages and music).

Advertising Updates:

Nancy- CK Radio has been completed and will be aired shortly before RetroFest.
Connie - Chatham Voice: For a full page, The HDTC-BIA as a NFP gets a cheaper rate than a regular business would. So, we are offering to take on a full-page ad and sell the sections to the businesses at a fraction of the cost. We currently are looking at specific events to work around: Mother's Day; Father's Day; Artisan Market; Downtown in the City; Santa Claus Parade and RetroFest will be separate.

Treasurer: A hardcopy of the budget income / expenses to date were reviewed. Only question was the line item 'beautification', we purchase the plaque for a bench that went missing after the benches were repaired and painted. The discussion on the condition of the refurbished benches. This winter was really hard on the benches and they appear worst now then when we got them fixed. We will look at trying to repair them ourselves, hopefully before RetroFest.

MCK Representative: N/A

A motion was made to approve the board reports first by Courtney and second by Clair. All in favour? Yes, reports were approved.

New Business: Resignation: Heather Woodhouse from Apollo is no longer able to come to the meetings and therefore will no longer be on the Board of Management for the HDTC-BIA

Seeing no other new business, a motion was made to adjourn the meeting first by Clair and second by Nancy

Meeting Adjourned. Next meeting: May 8, 2018

Chairs Signature:



Secretary Signature:



Meeting Minutes
Board of Management
May 8, 2018 @ HDTC-BIA Office 6pm

Attendance: Clair Culliford, Sgt. Jim Lynds, Darrin Canniff, Connie Beneteau, and Jim Carrington.

NOTE: As Majority was not available for this meeting, all approvals from April's meeting minutes as well as May's meeting minutes will have to be made at the June Board of Management Meeting.

Jim Carrington **called the meeting to order.**

Jim welcomed Darrin Canniff – Councilman and organizer for Captain Positive and **Positivity Day**. This is their 3rd year for Positivity Day and they want to get more people downtown. They have moved their event to the same day as the DTIC Event Sept. 13, 2018. There will still be 12 days of positivity leading up to that date and they plan on working harder to encourage both events at the same time. Different for this year than last is they plan on printing cards (one side positivity and other side can be DTIC) that way the parent of the kids is getting the information. They also plan on have more of a presence during events with a photo booth. Darrin has asked for a donation from the BIA for Positivity Day.

Darrin spoke a little on the **International Plowing Match** also and the IPM plan on having a shuttle bus to bring people downtown. If you have a plan or a pre-planned schedule of events downtown during that time Sept. 18-23, we can have that information in the Chatham-Kent Tent. Most activities are finish in Pain Court around 5pm. You can plan on drawing them here after.

Paul informed Darrin of the concern from the Wallaceburg BIA and **Outside-Event Coordinators**, that has been brought to the Municipality's attention and a request for some resolution.

Approval of Agenda:

Police Report by Sgt Jim Lynds: a hard copy of this month's report was reviewed.

Business Arising from the Previous Board Meeting Minutes:

Approvals from **Previous Meeting Minutes**

Declaration of Conflict of Interest: None

Board Reports:

Chairman: Jim Carrington:

DTIC group has had some difficulty getting together. The Artisan Market Group went downtown to 9 merchants and 8 of them said yes to staying open in July. A group is going to go again next Wednesday. We will wait to see the result for the number of businesses will to stay open late for both July 20 and Sept. 13. We will work with Positivity Day. "The more people downtown the better."

FireFest – is coming back downtown Sept. 29th.

New Businesses downtown were listed.

Co-Chair: Paul Shettell: Infrastructure-Bridge is on schedule to be completed for June. The corner of King & 5th Street (fencing in front of Cup of Joes and the road) is scheduled to be cleaned up for May 18th; downtown revitalization is a program that was planning on getting started with a joint endeavor by Chatham-Wallaceburg-and Dresden BIA and one Chamber. It has been put on hold and will resume after RetroFest.

Secretary: Clair Culliford: Correspondence from OBIAA; Hope Haven Newsletter and the Chamber of Commerce Newsletter. Hope Haven is having a yard sale May 19th. The Big Bike Ride has a few dates downtown in May. Walk-a-Mile in Her Shoes is June 3 and if anyone is interested in attending the Mayor's Breakfast on May 24th please let Connie know to order tickets.

Office/Event Update: Connie-

DTIC – Looking at going back out to visit the businesses again on May 16th with the “Strip Mall” Group to invite Merchants to stay open later on July 20th and September 13th. We will meet at the Paper Pickle, at 2pm.

RetroFest to-date is 179 cars pre-registered online plus hard copies to KHAC. Last year we only had 200 pre-registered but over 600 cars attended. Many new for 2018.

No Miss RetroFest this year

Junior Judges 10 registered. Max.12 can participate.

Activities in the park: Life size PacMan Maze, 2 Ball pits, Gaming Dome and old fashion gaming systems, Racetrack with bicycles, Summo runners, Chub Suites and Zorb Balls, TJ Stables will have pony rides and a small petting zoo, StateFarm will have giant Jenga and kid's activities, Glitter Tattoos (face painting), Hennas and Tarot Readings, jewelry, and apparel. There will be all the goodies from honey, kettle corn, fudge, peanut brittle, ice cream, smoothies, beer nuts, candy apples, pretzels, shaved ice, & deep-fried Oreos. Plus, all the other food vendors and information booths, Beverage Garden, Bands on Stage and a Sponsor tent.

Farmer's Market, to Artisan Market to “**ARTCrawl with Lawn Summer Nights and Strip Mall**” while incorporating the Downtown Businesses that stay open” They will help businesses that stay open by taking picture and advertising for free which will help drive economic growth.

Benches are being repainted and after painting is done, the sidewalks will be cleaned from the rust.

Garbage receptacles get moved from their original location and then the truck cannot get in to empty them. Complaints from city that apartment residence are utilizing the bins and over filling them.

Shooting stars – ongoing.

Advertising: The Chatham Voice advertising for Mother's Day was well received. 1-1/2 pages filled.

Treasurer: Jeff Comiskey: (Financials- Paul Shettell). Financial were reviewed. No outstanding issues.

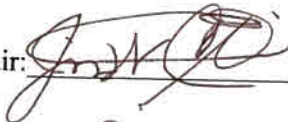
MCK Representative: Brock McGregor -N/A

New Business:

Sponsorship requests: for Positivity Day and Canada Day. No decision can be made on this request. New lights in the trees. Will discuss after RetroFest.

Meeting Adjourned. Next meeting: June 12, 2018

Signed by Chair:



Signed by Secretary:

