THE CORPORATION OF THE MUNICIPALITY OF KINCARDINE

Kincardine BIA Board Meeting Minutes

Tuesday, January 21, 2025

Members Present	Councillor Hinchberger
	Tonya Adams
	Justine McManus
	Stacey Nixon
	Darrel Perry
	Shawna Mills
	Brittany Hamilton
Members Absent	Erin Nichol, Chair
	Sadie Al
Staff Present	Amanda Goetz, DDM
	Lorie Fioze, Manager of Strategic Initiatives
	Tracey Guy, Deputy Clerk

1. <u>Call to Order</u>

The Kincardine BIA Board of Management meeting was called to Order at 9:02 a.m. on January 21, 2025.

1.1 Land Acknowledgment Statement

The Vice Chair opened the meeting with the Land Acknowledgment Statement.

2. <u>Appointment of Chair and Vice Chair for 2025</u>

Darrel Perry nominated Justine McManus as Chair, and she accepted. No other nominations were presented.

Justine McManus nominated Darrel Perry as Vice Chair, and he accepted. No other nominations were presented.

Resolution # 01/21/25 BIA - 01

Moved by: Mike Hinchberger
Seconded by: Brittany Hamilton

The Board appointed Justine McManus as the Chair and Darrel Perry as the Vice-Chair for 2025.
<u>Carried.</u>

3. **Additions/Deletions/Amendments to the Agenda**

None.

4. **Disclosure of Pecuniary Interest**

None disclosed.

5. **Adoption of Minutes**

Resolution # 01/21/25 BIA - 02

Moved by: Mike Hinchberger
Seconded by: Tonya Adams

That the minutes of the December 17, 2024 meeting of the Kincardine BIA Board of Management be approved as presented.

Carried.

6. **Delegations**

7. **Outstanding Business**

8. **New Business**

9. **Reports and Updates**

   9.1 **Downtown Development Manager Report**

   Amanda presented her Report highlighting upcoming events. She added that an additional $2,000 in BIA Bucks has been purchased by Bruce Power; Wild Wings is still planning on opening at the end of February; KWE Beauty is moving to a new location, and their previous location is now available.

   The purchase of a square card reader was discussed, and Amanda will bring more information to a future meeting.

   9.2 **Executive Update**

   9.3 **Council Update**

   Councillor Hinchberger indicated that Darrel represented the BIA well, at his delegation to Council on January 8th. He added that Council will review the Patio Policy fees at the next Budget Meeting on January 27th, as well as the CIP Program.

9.4 Roundtable Discussion

Lorie noted that the Evan Vatri, the new temporary Economic Development Officer will be starting with the Municipality on February 3rd, and Kirston Zandwyk has been hired as the full time Tourism Coordinator. She indicated that the Job Fair will be on March 5th from 3-7pm and the Community Event will be on March 22nd. More information will be provided once available.

10. Financial Report

Resolution # 01/21/25 BIA - 03

Moved by: Mike Hinchberger
Seconded by: Shawna Mills

That the Accounts for Payment be accepted as prepared and presented.

Carried.

11. Correspondence

12. Schedule of Meetings

12.1 February 18, 2025

12.2 2025 Meeting Schedule

The schedule for 2025 was provided, with meetings on the third Tuesday of each month, at 9:00 a.m. Dates are subject to change with Board Member's consensus.

13. Closed Session

Resolution # 01/21/25 BIA - 04

Moved by: Mike Hinchberger
Seconded by: Tonya Adams

That the Kincardine BIA go into Closed session to discuss personal matters about an identifiable individual, including municipal or Local Board employees, or potential appointees to a Local Board, Ad-Hoc Committee, or other municipally controlled organization (Downtown Development Manager Contract).

Carried.

14.   **Matters Arising from Closed Session**

Resolution # 01/21/25 BIA - 05

Moved by: Tonya Adams
Seconded by: Shawna Mills

That the Kincardine BIA approve the renewal of the Downtown Development Manager Contract for 2025.

Carried.

15.   **Adjournment**

Resolution # 01/21/25 BIA - 06

Moved by: Brittany Hamilton
Seconded by: Mike Hinchberger

That the Kincardine BIA Board of Management adjourn at 9:55 a.m.

Carried.

Chair	Secretary