

UNAPPROVED MINUTES OF THE EXECUTIVE COMMITTEE
OF THE PORT PERRY BIA, HELD MARCH 19, 2025
173 QUEEN ST., PORT PERRY (BRANCHING OUT)

IN ATTENDANCE: M. Brock, S. Runnalls, T. Coyne, B. Minors, J. Callery, G. Grainger

Meeting called to order: 6.01 pm

Pecuniary Interest: None.

Resolution 25-07

Moved by B. Minors, seconded by S. Runnalls that the minutes of the November 11, 2024 and January 15, 2025 Executive Committee meetings be approved as distributed. Carried.

Business arising from minutes: None.

Chair Report: As the weather improves so has business, more people on the street.

Treasurers Report: As distributed. We are in the middle of an audit and are working with new auditors at Deloitte to complete.

Resolution 25-08

Moved by S. Runnalls, seconded by T. Coyne that the report be accepted. Carried.

Area Development: Snowflakes and Reindeer removed. New window cling SHOP LOCAL signs have been distributed. Banners have been cleaned. We need to do an inventory of our banner hardware and acquire new hardware where needed.

Economic Development Committee: None.

Marketing Committee: Favorable article In Narcity. Herrington Quality Butchers featured in in-Saga. Also working to include a feature on Dana's Goldsmithing. 3 influencers coming plus 2 in April. It was suggested that we keep the demand for Canadian products going and utilize existing Canada Day props/flags on street.

Event Planning: There is no Tartan Day this year.

Diva Night is May 2nd. Updated COWGIRL theme this year. Pink cowboy hats SADDLE UP. Line dancing possible. Looking for a photo opportunity – maybe a horse.

Music On The Street starts in mid-June. Fri-Sat possible. Will run until early September. Line-up will be created in April and distributed. Another ART CRAWL suggested by arts groups and BIA has expressed interest in participating.

Tourism Advisory Committee: We need to talk with Township regarding filming. This needs to be addressed. We are not the problem. We want to work with the Township on completing the policy and communicating to our members. Township has a new steering committee for tourism. Washrooms discussed-again!. We have shared the trolley info.

Heritage Committee: No report.

Council Report: as distributed.

Under the leadership of the new CAO and with direction of Council, the senior management team (SMT) are reviewing, adjusting, and implementing, Township policies and procedures. As this process is in the early stages of development, we currently are low on information but high on expectations as the process moves forward.

Discussion on C.I.P. More information is needed to distribute to members.

Correspondence: None

New Business:

HR Planning: J. Callery, S. Runnalls and M. Brock met with prospective candidates for Administrator/Coordinator role.

The new hire will be required to handle: Email/correspondence/website. Summer music, membership listing, welcome kit, heritage info and event assistance. Remuneration and hours were discussed. We should enquire what Township rules are for contractors and employees. This position should answer to one person on the Board.

Resolution 25-09

Moved by T. Coyne, seconded by S. Runnalls that this portion of the meeting be CLOSED. Carried.

Resolution 25-10

Moved by T. Coyne, seconded by G. Grainger that the CLOSED meeting be ended. Carried.

B. Minors reported that VE Day May 8th will be celebrated by the Legion in a big way.

Meeting adjourned 7.40 pm

Next meetings: April 9, May 14, June 11.