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Minutes: The Thornbury Business Improvement Area Meeting



MEETING DATE: October 3, 2018

MEETING TIME: 8:00 a.m.

LOCATION: Town Hall Council Chambers

PREPARED BY: Liz Saunders, CS Admin

A. Call to Order

- Chair George Matamoros welcomed everyone and called the meeting to order at 8:01 a.m. with Board of Management Directors Leslie Lewis, Tony Poole, Melanie Johns, Renee Desrochers, Skot Beaumont and Councillor Rob Potter present. Absent: Kathryn Brown.

Also in attendance were BIA Events Manager Sarah McNulty, Interim CAO Shawn Everitt and Acting Director of Community Services Ryan Gibbons.

Approval of Agenda

Moved by: Tony Poole

Seconded by: Skot Beaumont

THAT the Agenda of October 3, 2018 be approved as circulated. Carried.

- **Declaration of Pecuniary Interest:** None.

- **Previous Minutes**

Moved by: Leslie Lewis

Seconded by: Rob Potter

THAT the Thornbury BIA Minutes of the September 5, 2018 meeting be approved as circulated. Carried.

B. Deputation

None.

C. Meeting

C.1 Events Committees Update: Sarah McNulty

Sarah advised the group that the Apple Harvest Festival will be taking place this weekend and that there have been some challenges with Elephant Thoughts not being able to participate in the event. Sarah noted that another company will be attending and staffing self-contained, outdoor drone flying. An Axe Throwing company will be participating on Saturday and another company will be providing a dry ground curling experience on Sunday.

Sarah advised that Apple Harvest Festival decorations have been delivered to Town Staff and that installation will begin at 9 a.m. this morning. Sarah noted that the apples will arrive on Friday and the Kubota tractors will arrive on Thursday or Friday. Sarah also noted that there will be signage and volunteers onsite to provide information and education about the apples. There will also be interactive displays at the event – “Become the Fish” and “Our Favorite Part of Thanksgiving”. Sarah advised that Leslie has booked the music vendors for the event. Sarah also noted that the restaurant initiative Applesicious will be taking place in Thornbury on Friday evening offering food, cider and music.

George asked when and where the drone flying, axe throwing and curling activities will be taking place. Sarah confirmed that the drone flying will be offered on Saturday and Sunday, the axe throwing will be offered on Saturday and the curling will be offered on Sunday. All activities will be offered on the Town Hall greenspace. Sarah noted that the weather forecast for this weekend does not look good. George asked if the drone flying will be performed outdoors and Sarah confirmed that it will be.

George asked if the Ministry of Natural Resources and Forestry (MNRF) will be onsite at the fish ladder to provide tours and information. Shawn confirmed that they will be onsite and are generally there on the Saturday between 10 a.m. and 5 p.m.

George asked if the OPP will be providing traffic control at the pedestrian traffic light beside the fish ladder during the event. Ryan confirmed that the OPP will not be providing traffic control this year. Ryan noted that Collingwood Transit will be providing public transit from Blue Mountain Village to Thornbury and Clarksburg for this year’s event and that this is expected to reduce traffic levels and the need for OPP traffic control.

George asked if there will be signage at Blue Mountain Village advising of the public transit service to events taking place in Thornbury and Clarksburg as a recent radio advertisement did not mention events taking place outside of the Village. Ryan will confirm with the Blue Mountain Village Association.

George asked if there was an opportunity to post a request for event volunteers on the Town’s website and in the Town’s email newsletters. Shawn confirmed that this is possible but noted that he would prefer that Town Staff not be responsible for collecting volunteer information on behalf of the BIA. Shawn further noted that the BIA may be better served to budget for additional staff to perform the volunteer functions as volunteers can sometimes be unreliable. George confirmed that the intend would only be to advertise for volunteers and that the BIA would provide a contact for interested volunteers to provide their information to. Shawn confirmed the BIA could provide the necessary information to Liz Saunders who would facilitate adding the information to the Town’s website and email newsletters. George noted that the BIA would like to establish trained event ambassadors to attend and interact with visitors in the future.

Tony asked what kind of music will be played at the event. Sarah noted that there will be 3 different performers providing music in the parkette, the Thornbury Farmer’s Market will be providing musical entertainment during the market hours and there will be a musical performance in front of the Town Hall. Sarah also noted that poor weather conditions could reduce the number of buskers at the event. Renee noted that the music will be family friendly.

George noted that the Olde Fashioned Christmas Committee has met and that an update is expected at the next BIA meeting.

C.2 Kathryn Brown Resignation: George Matamoros

Moved by: Leslie Lewis

Seconded by: Renee DesRochers

THAT the Thornbury Business Improvement Area accept Kathryn Brown's resignation from the Thornbury Business Improvement Area Board. Carried.

C.3 Leslie Lewis Sign By-law Appointment: George Matamoros

Moved by: Tony Poole

Seconded by: Renee DesRochers

THAT Leslie Lewis be appointed to act as the Thornbury Business Improvement Area representative on the Sign By-law Committee. Carried.

C.4 2019 – 2022 Board: George Matamoros

George advised that Matthew Cundy and Keith Turner will be joining the BIA Board. George asked Leslie if she had decided if she will remain on the BIA Board for the next term. Leslie confirmed that she will advise the Board of her decision at the next BIA meeting. Shawn confirmed that the new Council will be sworn in on December 1, 2018 and that the new BIA Board membership will follow the same schedule as a Committee of Council.

Tony asked if a formal process will take place at the next BIA meeting to establish the new membership. George confirmed that a formal process will take place at the next BIA meeting and Shawn noted that a report will go to Council advising of the new BIA Board membership and requesting the membership be appointed by Council.

D. Adjournment

Moved by: Skot Beaumont

Seconded by: Melanie Johns

THAT this Board does now adjourn at 8:21 a.m. to meet again Wednesday, November 7, 2018 at 8:00 a.m. Town Hall, Council Chamber or at the call of the Chair.