



**Downtown Business Improvement Area (BIA) Board
UNADOPTED MINUTES
Held in Person at Laverne's 21 King Street East
Wednesday September 14th 2022 at 6:30 PM**

COMMITTEE MEMBERS PRESENT		STAFF PRESENT
Members:	Lisa Robichaud, Chair	Lynsey Zufelt, Recording Secretary
	Ray Stedman	Amanda Trafford, Business Coordinator
	Kathrine Christensen	
	Randall Smith	
	Darren Towriess	
	Veronica Fitzgerald	
Regrets:	Shawna Singers	
	Sarah Preston	
	Ted Lojko	

1.	Call Meeting to Order The Chair called the meeting to order at 6:32 PM.
2.	Disclosure of Pecuniary Interest & General Nature Thereof – None
3.	Approval of Minutes (Adoption)
Motion #2022-027-BIA – Approval of Minutes – August 10th, 2022	
	Moved By: Kathrine Christensen Seconded By: Ray Stedman BE IT RESOLVED THAT THE DOWNTOWN BIA BOARD APPROVE THE MINUTES OF THE AUGUST 10 TH 2022 MEETING. <p style="text-align: right;">- CARRIED</p>
4.	Public Question / Comment (Only Addressing Reports on the Agenda)
5.	Disclosure of Additional Items Board Member Ted Lojko shared an email in his absence with several items to be addressed in New Business.
6.	Delegations – None
7.	Presentations by Staff (Others) BIA Treasurer Ray Stedman provided an overview of the BIA Budget

	3. Culture days - GAN Arts Network Update by Chair Lisa Robichaud
	4. Holiday Lighting Plan
Motion #2022-028-BIA – Downtown Holiday Lighting Plan	
	<p>Moved By: Kathrine Christensen Seconded By: Darren Towriess</p> <p>BE IT RESOLVED THAT THE DOWNTOWN BIA BOARD DIRECT STAFF TO SEEK QUOTES FOR THE INSTALLATION OF THE HOLIDAY LIGHTING FOLLOWING NOVEMBER 14TH 2022.</p> <p style="text-align: right;">- CARRIED</p>
11.	Discussion of Additional Items
12.	Next Meeting – Wednesday, October 12, 2022 at 6:30PM
13.	Questions from the Media – None
14.	Adjournment
	<p>Moved by: Darren Towriess</p> <p>Be it resolved that the Downtown BIA Board hereby adjourns the September 14th, 2022 meeting at 8:26 PM.</p> <p style="text-align: right;">- CARRIED</p>
<div style="display: flex; justify-content: space-between; align-items: flex-end; padding: 10px;"> <div style="width: 45%; border-top: 1px solid black; padding-top: 5px;">Lisa Robichaud, Chair</div> <div style="width: 45%; border-top: 1px solid black; padding-top: 5px;">Lynsey Zufelt, Recording Secretary</div> </div>	