



MEETING #09-16
Wed., Sept. 21, 2016 at 8:00 am
Thunder Bay Live – Victoria Ave.

Minutes of Meeting

Present: ✓ Shelby Ch'ng, ✓ Rachel Reed, Ashley Sauer, ✓ Axel Rehfuhs,
✓ Craig Napper, ✓ Michael Larizza Councillor Larry Hebert,
✓ Councillor Aldo Ruberto
Recording Coordinator – Ellen Leiterman

Absent: ✓ Kathy Skirving, Robert Tindall

Meeting was called to order at 8:03 am

1. Additions to the Agenda

Additions to Invoices to be paid plus 12 PDC's for the Rental Space for the year

APPROVAL OF AGENDA

That the agenda for meeting #09-16, Sept. 21, 2016 be accepted.

Moved by: Michael Larizza
Carried

Seconded by: Axel Rehfuhs

2. GUESTS

Ania Berezowski and Walter Flasz, BDO Canada LLP
Presentation given of the Victoria Avenue BIA 2015 Financial Statements
Approval of the 2015 Audited Financial Statements

Moved by: Michael Larizza
Carried

Seconded by: Ashley Sauer

All in favour with one exception, Councillor Larry Hebert opposed

3. DISCLOSURES OF INTEREST: None

4. APPROVAL OF MINUTES

That the minutes from Meeting # 08/2-16, held Wed. Aug. 31/16 (**Pages 1-6**) be approved with the correction to; 5.2 New Storage Facility, rental rate of \$650/month.....

Moved by: Raechel Reed
Carried

Seconded by: Axel Rehfuhs

5. BUSINESS ARISING FROM PAST MINUTES

5.1 Verbal Report on 9th Annual Fall Street Festival provided by Coordinator (written attachment now provided) Final Costs were not provided as still outstanding invoices to be paid.

5.2 New Storage Facility

Axel Rehfuhs provided signed leases/agreements with The Red Bicycle/Lori Paras owner of 507 Victoria Ave. E. negotiated, on behalf of the Board of the rental rate of \$650/month plus an additional \$100/month for office space. Twelve PDC's each in the amount of \$847.50 to be provided to owner.

Moved by: Axel Rehfuhs
Carried

Seconded by: Michael Larizza

6. TREASURER'S REPORT

6-1 Monthly Financial Register – (**Page 7**)

The balance as at Aug. 31, 2016 - \$29,321.99 this balance does not include the deposit of \$1,140.00 Vendor Fees from the Fall Street Festival FYI – 4th Quarter Levy will be received in October

6-2 Invoices to be approved for payment – (**Page 8**)

Moved by: Councillor Larry Hebert
Carried

Seconded by: Michael Larizza

7. Committee Reports

7-1 Beautification:

(a) Banners – City worker removed banner from the corner of Justice & Archibald the week prior to the Festival and took a count/will provide report to the City of the number of banner poles around the Court House that require fixing.

(b) Trees/Lights – Received email from Randy Myllyaho from the City of Thunder Bay yard relating to the BIA's 44 Christmas Angel decorations; "We will store them here until the 2016 install. After the 2017 removal we will deliver them to your storage location"

(c) Flowers – Chris Paulusma removed the flowers from the grates on Justice Ave. prior to the Fall Street Festival.

(d) Furniture/Receptacles –

(e) Maintenance –

(f) Streetscape – Information/documents regarding the Streetscaping on Brodie received from Shelly Vescio, City Forester?

(g) Capital Projects –

7-2 Transportation:

7-3 Lighting, Security & Safety:

7-5 Communication:

7-6 Crime & Security Issues: Security Pilot -
Report of patrol by Apex for the weeks of Sept. 6th & 13th, 2016 just received in the office
Coordinator to review as appears there may be some discrepancies

8. Victoriaville Centre Update

Farmers Market continuing

Grand Opening of Direct Promotions Clothing Oct. 1/16 from 10am-1pm in the Village Green Area – Free Kids Workshop with the first 100 children getting to build a toy and keep the apron sponsored by Home Depot

Humane Society Adopt a Pet Day – Oct. 5/16 from 9am-3pm

Victoriaville Halloween Bash – Oct. 29/16 11am-2pm in the Village Green Area, pumpkin carving contest, costume parade with prizes, Halloween treat for the kids

The Aboriginal Fine Arts Fair Christmas Gift Show & Sale will be held in December

9. Associate Memberships for Approval

None at this time

10. Correspondence for your interest

Correspondence forwarded by email from the following to Board;

8/80 Cities August Newsletter

Crime Prevention Council is partnering with Thunder Bay Public Library, the City's Recreation & Culture Division & Evergreen a United Neighbourhood on a 4-month Pilot Project called Youth Move @ your Library. This project consists of two neighbourhood/community hubs for youth, which will be located in the Brodie Resource Library and the Mary J.L. Black Library between Sept. & Dec. 2016. Additional information on the Pilot Project was provided in the Library's recent newsletter provided.

OBIAA – Update on OBIAA's Accessibility Smart Businesses Project dated Sept. 15, 2016

News Release dated Sept. 14, 2016 from Bill Mauro, MPP Office – Ontario Invests in Fire Safety Upgrades for Community Services Agencies in Northwestern Ontario, funding will help Organizations that serve some of Ontario's most vulnerable.

Outreach Ontario – The Business and Community Newsletter – Sept.

Crime Prevention Council – Full Moon Memory Walk, Fri. Sept. 16/16 at 4pm in the foyer at City Hall with walk to the floodway, along with a ceremony and a potluck feast.

Crime Prevention Council – Sept. 15, 2016 email relating to the portable toilet at the Shelter House, which was placed there on Aug. 15th as part of the Portable Toilet Pilot Project, was burned the evening of Sept. 14th. Police & fire are investigating; Crime Prevention Council will provide additional information once learned more.

The South Core Public Safety Task Force will meet again on Sept. 29th and Lee-Ann Chevrette will provide an update then, if not before.

At this time, it is unclear how CPC will proceed (i.e.: will it be replaced?) Further information is required prior to making any decisions.

Victoriaville Centre – Oct. 1/16 Direct Promotions Clothing Grand Opening from 10am-1pm in the Village Green Area with Kids workshop free for the first 100 who get to build a toy & keep the apron Sponsored by Home Depot
Oct. 5/16 Humane Society Adopt a Pet Day from 9am-3pm
Oct. 29/16 Second Annual Victoriaville Halloween Bash from 11am-2pm in Village Green area; pumpkin carving contest, costume parade with prizes & Halloween treat for the children.

Correspondence forwarded by email to BIA Membership & BIA Neighbours:

Crime Prevention Council is partnering with Thunder Bay Public Library, the City's Recreation & Culture Division & Evergreen a United Neighbourhood on a 4-month Pilot Project called Youth Move @ your Library. This project consists of two neighbourhood/community hubs for youth, which will be located in the Brodie Resource Library and the Mary J.L. Black Library between Sept. & Dec. 2016.

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11. New Business

- 11.1 Request for Insurance Quotes was sent out in July as renewal is Oct. 15, 2016 – out of the three requests only received a quote from Gillions – original agent

Fyi – 2015/16 Insurance cost was \$3,193.56 including HST through Travellers as in past years – as it was late in the year unable to get other quotes

Quote for 2016/17 is \$1,165.00 + HST through insurer Northbridge, approval was granted to proceed with Gillions/Northbridge

Moved by: Craig Napper
Carried

Seconded by: Axel Rehfuhs

- 11.2 BIA 2017 Budget request to City of Thunder Bay is due by Sept. 29, 2016 (draft request for review will be available at the meeting - additional \$ items can be included for submission)
Email received from Kathie Blake, Executive Assistant, City of Thunder Bay, coordinating the 2017 Budget Review Schedule for City Council.
The Victoria Avenue BIA is scheduled for Tues. Feb. 7/2017.
Meeting starts at 5:30pm – Council Chambers.
- 11.3 Public Notice received from City of Thunder Bay – Community Improvement Plan for the City of Thunder Bay Strategic Core Areas was passed by City Council By-law 104/2016 on Aug. 29, 2016. (Copy attached)

- 11.4 Received 2017 Tourism Advertising & Partnership Opportunities, The City of Thunder Bay – deadline is Oct. 17, 2016 (fyi – Waterfront BIA partnered with Prince Arthur to advertise – otherwise costly). Through discussion the Board decided not to advertise in this publication.
- 11.5 Thunder Bay Business Magazine - North Superior Publishing – did a 2 page spread on the Westfort Street Fair in Sept. magazine (businesses in the area partnered to pay for the article/advertising).
Sylvia Gomez of North Superior Publishing indicated that they could do a half page ad for \$650. regularly \$725. OR a ¼ page ad for \$400. Regularly \$575. On the Fall Street Festival – coordinator has pictures that can be used as well as provide the write-up for the article.
After discussion the Board decided not to proceed with an article in the Magazine.
- 11.6 Annual Christmas Tree Trimming Celebration – Nov. 19th, received email from Bo Huk, Secretary for Fort William Male Choir whether the BIA would like the Choir to sing at this year's event (fyi – do not pay them, in the past of taken out an ad in their program for \$350.00).
- 11.7 Received email from Multee Media (business is in the BIA) advising that they can offer a monthly set fee for website updates for low cost – can bill either in 15 minutes increments for individual updates or as low as \$20. A month if there is very few updates. To be reviewed once other proposals are received.
- 11.8 Coordinator will be away from Thurs. Oct. 6-Wed. Oct. 12 inclusive.
- 11.9 Discussion evolved relating to having the Beat Patrol Division Officers South Core office location moved to a more visible/presence location within Victoriaville Centre; to the empty space located at the Victoria Ave./Brodie St. entrance area. Motion was made to investigate this possibility.

Moved by: Councillor Larry Hebert
Carried

Seconded by: Axel Rehfus

12. Next Meeting: Wed. Oct. 12, 2016 at 8:00am at Thunder Bay Live

FYI – this monthly date may change to Thursday Mornings as one Board Member will not be able to make Wednesday Meetings and Tuesday mornings does not provide the time to get the minutes etc. out in a timely fashion

13. Adjournment: Moved to adjourn at 9:35am by Axel Rehfus and Michael Larizza