



MEETING #07-16
Wed., July 13, 2016
Victoriaville Centre – Suite #23

Minutes of Meeting

Present: Jim Hupka, Axel Rehfuhs, Frances Larizza, Bill Scollie,
Councillor Aldo Ruberto, Councillor Larry Hebert,
Michael Larizza, Shelby Ch'ng, Raechel Reed, Ashley Sauer,
Robert Tindall, Craig Napper
Recording Coordinator – Ellen Leiterman

Absent: Tom Petrie, Kathy Skirving, Andrew Coffey

Meeting was called to order at 8:00 am

1. APPROVAL OF AGENDA

That the agenda for meeting # 07-16, July 13, 2016 be accepted with the addition of the 6 month GST/HST Rebate Application being mailed in for refund.

Moved by: Councillor Aldo Ruberto Seconded by: Councillor Larry Hebert
Carried

2. GUESTS: Chairperson Jim Hupka welcomed the New Board Members;
Michael Larizza, Shelby Ch'ng, Raechel Reed, Ashley Sauer,
Robert Tindall, Craig Napper

3. DISCLOSURES OF INTEREST: No Disclosures

4. APPROVAL OF MINUTES

That the minutes from Meeting # 06-16, held Wed. June 8, 2016 (**Pages 1-7**) be approved.

Moved by: Councillor Larry Hebert Seconded by: Councillor Aldo Ruberto
Carried

5. BUSINESS ARISING FROM PAST MINUTES

5.1 Father's Day Fling Report

https://www.facebook.com/events/1600051843576828/?active_tab=posts

Hollie Napper attached a Facebook link for all to look at; there are photos from this year's event.

Yay!!! We had sunshine. I would have to say, our prayers were answered!

I would like to share a few numbers with you.

Our 50/50 draw was a wonderful success. As a whole, we managed to sell tickets to raise the amount of \$530!! That meant that one lucky winner, Angela, won herself \$265 & therefore, the other \$265 was donated to the Boys and Girls Club.

Also, the BBQ, put on through sponsors from Kathy at Crock 'n Dial, and ourselves, was able to raise \$425!! A grand total being donated to the Boys and Girls Club was \$690. This is wonderful.

Once again, thank you all very much for participating.

Provided by Hollie Napper

5.2 Fall Street Festival – 6 different performers (Eric the Juggler, James Boraski, Kam Valley Fiddlers, Ellie Kay, Mojave Winter &, Mucha from Mars, Austin Hale confirmed providing a full day of entertainment. Confirmation received from the Thunder Bay Pipes and Drums to pipe in the Master of Ceremonies. Lakehead Shriners have also confirmed. Letters sent to Bill Mauro MPP and Don Rusnak MP to open/welcome to the Fall Street Festival.

Contacted Hi-Impact Signs, received confirmation for signage on Waterloo & Fort William Road again this year, but for 3 weeks prior to Festival at same price as last year (\$282.50)

Contacted Thunder Bay Sign & Install Inc., spoke with Ken regarding electronic sign at the corner of Arthur & Edward – cost would be flat rate of \$300. + production cost through Shout Media of \$203.40 to run from Mon, Sept. 5-10th totalling \$503.40 (fyi \$83.90 per day at 1400 flashes = .0599 per flash) for discussion/approval. (Do have funds in budget for this). Deferred.

Obtaining quotes for rental of canopy/tent through A-Z Rentals for a 15x15 tent rental (blue & white); Perfect Party Rentals only have a wedding style tents - smallest is 20x20 at \$550.00). (Do have funds in budget for this).

Will borrow Waterfront's Canopy for BIA booth again this year. Deferred.

Fyi -will include the purchase of 10x10 canopy in next year's budget from Impact Canopies.

Call for vendors old & new have been emailed.

5.3 New Storage Facility information for July 2016 – No change/deferred.

6. TREASURER'S REPORT

6-1 Monthly Financial Register **(Page 8)**

The balance as at June 30/16 - \$9,960.44

This balance includes the refund from CRA of \$1,008.38 received May 31/16 (2015 small business job credit of \$161.23 + \$847.15 refund). Third quarter Levy to be received July 15/16.

6-2 Invoices to be approved for payment **(Page 9)**

Moved by: Councillor Larry Hebert
Carried

Seconded by: Bill Scollie

7. Committee Reports

7-1 Beautification:

(a) Banners – Two of the Court House banner poles require fixing – City of Thunder Bay will be contacted to repair/replace.

(b) Trees/Lights – New Lilac tree planted in Parkette area

(c) Flowers – All baskets, planters, etc. are in place. Note; prior to the planting of pot at corner of Victoria & May Chris Paulusma noticed burnt paper in planter pot, then two days after being planted, plants were pulled out, then again couple days later. The same with the planter in front of NYS & the one at the Victoriaville entrance by Renco Foods.

(d) Furniture/Receptacles –

(e) Maintenance –

(f) Streetscape –

(g) Capital Projects –

7-2 Transportation:

7-3 Lighting, Security & Safety:

7-5 Communication:

- 7-6 Crime & Security Issues: Meeting was held Thurs. June 16, 2016, 9:00am, City of Thunder Bay INOPS Admin Room, 2nd Floor with Charles Campbell, Manager, Central Support Division, Infrastructure & Operations Department, City of Thunder Bay
Sargent Greg Stein, OIC Community Response Team, Community Services Branch, Thunder Bay Police Service
Constable Joe Zaina, Beat Constable, Thunder Bay Police Service
Paul Page, General Manager, Apex
Kathy Skirving, Fort William Business District BIA Board Member
Ellen Leiterman, Fort William Business District BIA Coordinator

Meeting was to obtain input for the best plan in order to move forward with the extra evening pilot security patrolling of the area. Meeting Minutes are attached.

In order to move forward and commence security patrolling the week of July 11th, 2016, the Board received minutes and to be approved Deferred. It was discussed to have Charles Campbell to another Board Meeting.

Also discussed, was that the BIA look into discussing with James Coady, By-Law Enforcement Division the possibility in instituting a loitering by-law.

8. Victoriaville Centre Update – Kathy Skirving
Kathy was unable to attend this meeting due to unforeseen circumstances, but it was mentioned that the Victoriaville Centre Open House held June 26th was for information purposes only without questions being taken from those attending.
9. Associate Memberships for Approval
None at this time
10. Correspondence for your interest
Correspondence forwarded by email from the following to Board

Crime Prevention Council
June 23, 2016 – email from Lee-Ann Chevrette – Draft Crime Prevention Council Strategy Document

June 20, 2016 - Invitation to take the Violence Prevention Initiative-Community Survey
A Community Survey on Violence Prevention is being conducted by the Thunder Bay District Health Unit in partnership with the Crime Prevention Council and the Thunder Bay Drug Strategy, as part of a Violence Prevention Initiative.

June 20, 2016 - New Video about Evergreen's Sport Program
New video (4 minutes) by the City's respect. Initiative Intern-Alison Bortolon. It is a video about Evergreen's Sport's program, Ever Sports, which has been a wonderful success in the Simpson-Ogden neighbourhood.

June 19, 2016 – Email received from Councillor Rebecca Johnson advising that she been invited to sit on the “Return on Investment of BIAs Project Advisory Committee for the Province. My appointment was realized from the work done through the 2012 OBIAA Conference held in Thunder Bay which I chaired and the continual work I am doing through the BIA webinar series.

The Advisory Committee consists of 12 individuals from across the province to provide feedback from a front line perspective and provide input on project materials and initiatives. Funding has been provided to OBIAA through the Ministry of Municipal Affairs and Housing to undertake a research project for the Ontario Business Improvement Area Association. The consulting firm, Fotenn from Toronto, has been hired to undertake the one year project.

The primary goal of the research project is to determine the return on investment and to “quantify and qualify” the economic and community impact of provincial Business Improvement Areas. The project will identify factors associated with the current and future state of BIAs which will assist municipalities and the Province in guiding future economic development and community planning decision making in a changing economy. It will also identify benchmarks (indicators) against which future trending can be compared to determine their efficiency and effectiveness.

I will be pleased to keep you updated on what is occurring with the study as well as attend Thunder Bay BIA and Business Area meetings.

June 9, 2016 – email received from Lee-Ann Chevrette - T share a short video on Weed out Hate. It was produced by Alison Bortolon, the City's Respect Initiative Intern, for the Weed out Hate event, which took place this past Tuesday, June 7, at City Hall. This was the second year that Mayor Hobbs proclaimed a day in June as Weed out Hate day in Thunder Bay.

This event was a partnership between the Crime Prevention Council, Little Lions Waldorf Daycare, Kindergarten and Lakehead Public School Board, and respect.

Correspondence forwarded by email to BIA Membership;

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11. New Business

- 11.1 Received confirmation that City Council moved to accept the Memorandum with the rationale for those accepted/not accepted by the Board of Directors along with the nominee's information with ratification of same being passed at City Council Meeting June 27th.
- 11.2 Review/approval of Marketing Partnership with Dougall Media & Thunder Bay Live Deferred
- 11.3 Two students will be starting shortly to mark/box old files for City Archiving as well as help with other office items & Street Festival (volunteer hours for school).
- 11.4 With Brodie St. between Victoria Ave. & Donald St. being partially barricaded during the Fall Street Festival, the back lane off Donald St. into Larson's Parking Lot is used/will need to be used by those parking in this lot during the event. City of Thunder Bay Roads Department will be contacted to repair. Deferred
- 11.5 Coordinator met with Susan Power, Business Development Manager, NWO with Staples Business Advantage (Staples Commercial "Small Business" Division) to setup/have available for the BIA & BIA membership a Customized Business Program geared to a pricing system directly relating to those items purchased by that particular type of business. Under the BIA umbrella, this purchasing power, as a group provides the membership with the benefit of reduced rates. Susan is willing to do a presentation to the Board (if required). Deferred
- 11.6 Received email from Lee-Ann Chevrette, Crime Prevention Council (CPC) about holding a joint public lunch hour concert in the Parkette area sometime in August other than Thursdays as the City Hall Sounds are those days. Coordinator will be meeting to discuss (fyi – CPC would look at providing the lunch)
- 11.7 Crime Prevention Council
June 22, 2016 - email from Lee-Ann Chevrette - Opportunity to have an information booth at City Hall Sounds – happening Thursdays in August between noon and 1 pm in front of City Hall. Is the BIA interested? Deferred

- 11.8 Garry Mack, Executive Director, Shelter House called and would like to speak/do presentation to the Board. Not available in July, would be though in August. (Fyi – need to keep in mind that Lee-Ann Chevrette would like to attend August meeting as well) Deferred
- 11.9 Contacted Lora Northway with Definitely Superior Art Gallery regarding the planters that were painted in the Bay Street area.
She advised that “the painting project was a lot of hard work and dedicated planning by our youth and mentor artists of die active. The project planning began in March and was funded by the clean green committee of city of Thunder Bay. Estimated cost for 4 planters was around \$3400 dollars for supplies and artist fees. Projects like this take in youth community members and train them in technique and assist in shaping their artistic visions using collaboration. The collective also prefers to take on projects with open concepts (not controlled or commissioned content) so as to keep the artistic interests and authenticity of the youth artists involved our priority. That being said they always come up with amazing ideas and over 20 projects remain standing untouched and loved by the community”.
- Have emailed Councillor Rebecca Johnson, as she sits on the Clean Green & Beautiful Thunder Bay Committee for more information as this project was funded by them. Awaiting further information. Deferred
- 11.10 Received a call from Hollie Napper of The Blue Door Bistro – June 23rd regarding the designated smoking area outside Victoriaville Centre. Some of their customers are complaining about the cigarette smell in the bistro (windows open in the summer) wondering how to best approach this matter as that area is designed as a smoking area and do not to create hard feelings. In discussion felt that it best she contact Brian Phillips, Property Manager with Mirabelli.
- 11.11 As this BIA is still operating under the Victoria Avenue BIA along with the By-Laws under that name as well. Move to have name officially changed to Fort William Business District BIA with the City of Thunder Bay along with review/approval of new By-laws for same. Deferred
- 11.12 Discuss possibility of amalgamation/inclusion of the Simpson Street BIA with the Fort William Business District BIA. Look at setting up committee to review process/procedures relating to same.
The Simpson Street BIA is officially disbanded as they do not have 70% of the business owners in the BIA area on board with being a member.
- 11.13 Election of Executive Directors of New Board
Election of Executive Board Officers was run by Jim Hupka, current Chairperson
Ballots/votes were counted by BIA Coordinator, Ellen Leiterman with Bill Scollie as scrutineer.

Nomination for Chairperson

Mike Larizza – moved by Shelby Ch'ng seconded by Rachel Reed;
Shelby Ch'ng – moved by _____ seconded by Mike Larizza
Nominations were declared closed
Vote by ballot – new Chairperson – Shelby Ch'ng

Nomination for Vice-Chairperson

Raechel Reed – moved by Councillor Larry Hebert, seconded by
Shelby Ch'ng
Ashley Sauer – moved by Councillor Aldo Ruberto, seconded by
Shelby Ch'ng
Nominations were declared closed
Vote by ballot – new Vice-Chairperson – Raechel Reed

Nomination for Finance/Treasurer Chairperson

Ashley Sauer – moved by Shelby Ch'ng, seconded by Mike Larizza
Nominations were declared closed
Vote by ballot – new Finance/Treasurer Chairperson

Motion to approve the New Executive Directors of the Fort William Business
District BIA;

Moved by: Councillor Larry Hebert
Seconded by: Councillor Aldo Ruberto
Carried

- 11.14 Six month GST/HST Rebate Application mailed July 12th for refund of
\$3,814.64.
12. Next Meeting: Wed. July 13, 2016 at 8:00 am @ Victoriaville Centre - Suite #72
13. Adjournment: Meeting was adjourned at 9:00 am by Frances Larizza