



Downtown Huntsville BIA
BOARD OF MANAGEMENT MEETING
2nd Floor Meeting Space, Town Hall
AGENDA: Thursday February 16, 2023
8:00 am – 9:00 am

Present: Catherine Cole, Lauren MacDermid, Rachel Hunt, Steve Campbell, Ellen Selby, Amanda Patriquin, Helena Renwick, Nancy Wegner, Lindsay Buttus, Christina Clarke, Kaye Leslie

1. Call to Order

Rachel called the meeting to order at 8:01 am on Thursday February 16, 2023

2. Land Acknowledgement

Catherine Cole

3. Declaration of Conflict of Interest

4. Motion to Accept the Agenda

Moved by: Helena Renwick

Seconded by: Steve Campbell

5. Motion to Accept January Meeting Minutes

Moved by: Steve Campbell

Seconded by: Christina Clarke

6. Guest Speaker-Guide Dogs in Businesses

Kaye Leslie & guide dog Storm shared her experiences as a visually impaired person with a seeing eye dog. Bringing awareness to downtown businesses about the importance and legitimacy of service dogs. If businesses are in doubt, please ask for certification/identification. This should be a photo ID with both the dog and human photo.

7. Motion to Accept the Final Sidewalk Policy

Moved by: Catherine Cole

Seconded by: Lindsay Buttus

CARRIED

8. Motion to Accept the Final Patio Policy

Moved by: Catherine Cole

Seconded by: Lindsay Buttus

CARRIED

Minor changes requested:

Securing shade, but not necessarily into fencing.

Confirm annual fee for patio vs renewal fee for existing patio.

9. Board Meeting Move-Finalize Time and Expectation

Proposed change to Partners Hall, 2nd Wednesday of the month 7:30 - 9:30am going forward. March Board Meeting is the AGM on March 23. April 12 will be first Board Meeting @ 7:30am.

10. Finances

Steve Campbell

- Monthly Report January
- Still waiting for year end financials from TOH.

11. Reports – New Business Only

a. Town Report

Helena Renwick

We are heading into budget at the moment, nothing else to report.

b. Chair's Report

Rachel Hunt

Ice sculpture festival was well received, a lot of positive feedback. Holiday Committee kicked off yesterday and we are gathering ideas and meeting weekly to make a 1, 3, 5 year plan.

c. Staff Report

Ellen Selby

Nothing to report.

12. New Business

- Ongoing garbage collection issues, Ellen working with the Municipality to rectify.
- Painting to be commissioned for retiring long standing Board Member.

Moved by: Catherine Cole

Seconded by: Lindsay Buttus

13. Closed Session Municipal Act, 2001, 5.1 Section 239 (2) (b) Personal Matters Staff

14. Next Meetings:

Events & Promotions – BIA Events and Promotions Thursday, March 9, 8:00 AM Location: TBD

AGM, Thursday, March 23, 5:30 PM Location: TBD

Adjournment

Meeting was adjourned by Rachel Hunt at 9:44am