



Town of Newmarket
AGENDA

**MAIN STREET DISTRICT BUSINESS
IMPROVEMENT AREA BOARD OF
MANAGEMENT**

Tuesday, September 20, 2016 at 7:30 PM
Community Centre - 200 Doug Duncan Drive

Agenda compiled on 14/09/2016 at 3:34 PM

Additions and Corrections to the Agenda

Declarations of Pecuniary Interest

Presentations

1. Mr. Peter Geibel to address the Board of Management regarding development within the Community Improvement Plan Area.

Deputations

Approval of Minutes

2. Main Street District Business Improvement Area Board of Management Minutes p. 1 of July 19, 2016.
3. Marketing Sub-committee Report.

Items

4. Financial Verbal Update/Account Balance.
5. Newmarket Downtown Development Sub-committee Update.
6. Street Events Update.
7. Photograph Licensing Fees Discussion. (Deferred from the July 19, 2016 meeting)
8. Correspondence from Mr. A. Brouwer, Director of Legislative Services/Town Clerk regarding upcoming Ward 5 By-election. p. 6

Recommendation:

- a) THAT the correspondence be received for information purposes.

Closed Session (if required)

New Business

Adjournment



Town of Newmarket
MINUTES

1

**MAIN STREET DISTRICT BUSINESS
IMPROVEMENT AREA BOARD OF
MANAGEMENT**

Tuesday, July 19, 2016 at 7:30 PM
Community Centre Hall # 2
200 Doug Duncan Drive

The meeting of the Main Street District Business Improvement Area Board of Management was held on Tuesday, July 19, 2016 in the Community Centre, Hall # 2, 200 Doug Duncan Drive, Newmarket.

Members Present: Glenn Wilson, Chair
Elizabeth Buslovich (8:32 to 8:40 p.m.)
P. Mertens
Olga Paiva
Carmina Pereira
Jackie Playter
Rory Rodrigo
Siegfried Wall (7:35 to 8:45 p.m.)

Absent: Anne Martin

Staff Present: L. Moor, Council/Committee Coordinator

Guest: J. Heckbert

The meeting was called to order at 7:30 p.m.

G. Wilson in the Chair.

Additions and Corrections to the Agenda

None.

Declarations of Pecuniary Interest

None.

Deputations

None.

Approval of Minutes

1. Main Street District Business Improvement Area Board of Management Minutes of June 21, 2016.

J. Playter requested an amendment be made to New Business Item b) of the Main Street District Business Improvement Area Board of Management Minutes of June 21, 2016 by deleting the entire paragraph. She advised she had volunteered to provide e-blast information on a regular schedule going forward; however she was not provided with e-mail address information in order to facilitate the work and requested the entire subject matter be struck from those minutes.

Moved by: Jackie Playter
Seconded by: Carmina Pereira

THAT the Main Street District Business Improvement Area Board of Management Minutes of June 21, 2016, as amended, be approved.

Carried

2. Marketing Sub-committee Report.

The Chair distributed copies of Marketing Sub-committee Minutes of April 26 and July 13, 2016.

Moved by: Carmina Pereira
Seconded by: Rory Rodrigo

THAT the Marketing Sub-committee Minutes of April 26 and July 13, 2016, as distributed, be received.

Carried

Items

3. The Chair introduced Mr. P. Mertens and welcomed him as the newest member of the Main Street District Business Improvement Area Board of Management. Mr. Mertens provided a verbal overview of his previous experience and involvement on various Boards and Committees.

Siegfried Wall arrived at 7:35 p.m.

4. Financial Verbal Update/Account Balance.

The Chair distributed copies of the operating budget balance sheet as of June 30, 2016. He advised that in the absence of the Economic Development Officer, the financial status update and explanation of line items would be provided at the next scheduled meeting.

Moved by: Carmina Pereira

Seconded by: Rory Rodrigo

THAT the operating budget balance sheet as of June 30, 2016 be received for information.

Carried

A query was made about the purchase of tents for use during the Canada Day festivities and the obligation to bring forward expenditure requests to the Board of Management before procurement.

The Chair advised that, in his opinion, the purchase of the tents was of a nominal nature and time constraints associated with Board approval were subsidiary. A suggestion was made to have the Economic Development Officer provide detailed explanation of line items within the budget as well as delegation of authority expenditure approvals at a future meeting.

5. Newmarket Downtown Development Sub-committee Update.

J. Playter advised that the Economic Development Officer provided a thorough explanation of current Newmarket Downtown Development Sub-committee financial incentive applications discussed at the June 24, 2016 Newmarket Downtown Development Committee meeting and there is nothing new to report at this time.

6. Street Events Update.

O. Paiva provided a verbal status update regarding the Music on Main festival scheduled for July 30, 2016 as a spin-off of the Newmarket Jazz Festival. She advised that children's entertainers will be sponsored by members of the BIA.

C. Pereira provided a verbal status update regarding the Canada Day festivities and advised that despite the rainfall that occurred, the event had approximately 5000 people in attendance.

Moved by: Rory Rodrigo
Seconded by: Siegfried Wall

THAT the verbal updates regarding the Music on Main festival and the Canada Day festivities be received.

Carried

Closed Session

The Chair advised there was no requirement for a Closed Session.

New Business

a) The Chair advised that the BIA website content is increasing with many business being added.

b) The Chair provided a verbal update regarding an invoice from Mr. Wighton with respect to photograph licensing fees associated with the website.

Discussion ensued regarding the feasibility of using other available photographs.

Moved by: Rory Rodrigo
Seconded by: Siegfried Wall

THAT the matter of photograph licensing fees and feasibility of using other available photographs for the BIA website be deferred to the next scheduled meeting.

Carried

c) O. Paiva queried the feasibility of Town staff sending letters to landlords on and surrounding Main Street advising of curbside waste disposal times as some apartment dwellers are placing their refuse curbside two full days prior to scheduled pick-ups and vermin are frequently scattering the waste.

d) R. Rodrigo queried the responsibility of vomit clean-up on Town owned property. He requested more staff resources to assist in a concentrated effort to keep Main Street clean. He further queried the feasibility of the Town sending letters to restaurant establishments regarding their patrons overindulgence which contribute to the dilemma.

e) O. Paiva queried the feasibility of rope lighting installation on the light standard poles in an effort to create more ambience.

E. Buslovich arrived at 8:32 p.m.

Adjournment

Moved by: Carmina Pereira
Seconded by: Rory Rodrigo

THAT the meeting adjourn.

Carried

There being no further business, the meeting adjourned at 8:45 p.m.

Date

G. Wilson, Chair



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 Legislative Services Department
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 clerks@newmarket.ca
 905.895.5193

To: BIA

Re: Ward 5 By-election

Please be advised that the Ward 5 By-election will take place on October 17, 2016 from 10 a.m. to 8 p.m. In addition, there will be advance voting opportunities on Saturday, October 8th and Saturday, October 15th. Please pass along the following information to local business owners in the downtown area, regarding voter eligibility.

General Eligibility

You are qualified to vote in the Ward 5 By-election if you are:

- a Canadian citizen
- at least 18 years old
- a resident of Ward 5 or a non-resident owner or tenant of land in Ward 5 or their spouse
- not prohibited to vote by law

When a business is located in Ward 5

With respect to businesses in the BIA, a business owner can vote if **all three** of the criteria are met:

- the business is located in Ward 5
- the business owner is also the property owner or tenant
- the property or lease is registered in his or her PERSONAL name (not in the businesses name)

A business owner is NOT eligible to vote when:


- the business is not located in Ward 5
- The business owner is not the property owner or tenant

- the property or lease is registered to a corporate/business name (e.g. Staples or 123456 Ontario Inc.)

If business owners are uncertain about eligibility, they are encouraged to check and see if they are registered on the voters list by visiting [www/newmarket.ca/voterslist](http://www.newmarket.ca/voterslist).

If a business would like to provide information to customers about the By-election, there are brochures and window posters available at the Legislative Services Department. For more information please contact the department at 905 953 5300 ex. 2220 or elections@newmarket.ca.

Sincerely,



Andrew Brouwer
Town Clerk and Returning Officer