



GRAND VALLEY

Grand Valley Business Improvement Area Board of Management Meeting AGENDA

Tuesday, September 3, 2024, 7:15 p.m.

Council Chambers, 5 Main Street North, Grand Valley

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	Pages
1. Call To Order	
2. Approval of the Agenda	
3. Disclosure of Pecuniary Interest	
Members of the Board are required to state any pecuniary interest in accordance with the Municipal Conflict of Interest Act.	
4. Approval of the Minutes	
4.1 June 13, 2024 Minutes	3
5. Deputations	
None.	
6. Correspondence	
None.	
7. Unfinished Business	
7.1 Debrief - Canada Day Car Show and Fireworks - Discussion	
8. New Business	
8.1 Election - Deputy Chair position	
8.2 2024 Masquerade on Main - Verbal Discussion	
8.3 Replacement/Purchase of Street Light Pole Banners	7

9. Financials

9.1 Revenue and Expense Report - August 2024

9

9.2 Bank Statement June/July 2024
To be provided at meeting.

10. Next Meeting Date

Next Meeting Date - Tuesday, October 1, 2024 - 7:15 p.m.

10.1 Agenda Items

11. Adjournment



Grand Valley Business Improvement Area Board of Management Meeting

Meeting Minutes

June 13, 2024, 7:15 p.m.
Council Chambers, 5 Main Street North, Grand Valley

Members Present: R. Nauth-Ali, Chair
D. Dumouchel
Krista Beam
Lorne Dart, Councillor
Meghan Richards

Members Absent: Maredyth Dray

Staff Present: Donna Tremblay, Secretary

1. Call To Order

The meeting was called to order at 7:17 p.m.

2. Approval of the Agenda

Moved by: K. Beam
Seconded by: D. Dumouchel

Resolution Number: 2024-06-01

BE IT RESOLVED THAT the Board adopts the agenda dated June 13, 2024 as circulated.

CARRIED

3. Disclosure of Pecuniary Interest

No pecuniary interest was declared.

4. Approval of the Minutes

4.1 May 7, 2024 Board Minutes

Moved by: M. Richards
Seconded by: L. Dart

Resolution Number: 2024-06-02

BE IT RESOLVED THAT the minutes of the May 7, 2024 BIA Board Meeting as be approved as circulated.

CARRIED

5. Deputations

There were no deputations.

6. Correspondence

There was no correspondence.

7. Unfinished Business

7.1 Canada Day Car Show Verbal Updates

7.1.1 Road Closure Application

The Board was advised the road closure application had been received by the Town, reviewed and approved.

7.1.2 Vendors

Meghan Richards advised eight vendors had expressed interest with only one vendor providing full payment. Vendors set up will be at 8:30 a.m. an email will be sent to advise the vendors of the set up time and vendor fee payment. Deadline for vendor registration is end of week.

The Board discussed locations for vendors, DJ, participant registration and a homebase

The Board discussed supplies, creation of a participant registration form and a vendor location map.

7.1.3 Participant Banners

Daphinee Dumouchel advised participant banners had been ordered and would be received prior to the event.

7.1.4 Advertising

The Board requested advertising on the Town's social media platforms, digital sign and website.

7.1.5 Volunteers

The Board discussed volunteers and volunteer positions of parking, registration and general day of event. Volunteer shirts have been ordered and will be provided.

7.2 Canada Day Fireworks

7.2.1 Purchasing/Budget Amount - Verbal Discussion

Daphinee Dumouchel advised \$3,500 of fireworks had been ordered with pick up to take place within the next week. Payment for the fireworks is required at time of pick up. The Board discussed a storage location for the fireworks.

The Board requested a Canada Day Fireworks event page be created on the Town's Valley Alive Social Media platform.

8. New Business

There was no new business.

9. Financials

The Board reviewed the financials.

9.1 Revenue and Expense Report

9.2 Bank Statement

Moved by: D. Dumouchel

Seconded by: K. Beam

Resolution Number: 2024-06-03

BE IT RESOLVED THAT the BIA Board receives the Revenue and Expense Report and March 28, 2024 to April 30,2024 Banking Statement.

CARRIED

10. Next Meeting Date - September 3, 2024 at 7:15 p.m.

10.1 Agenda Items

The Board requested the following agenda items:

Debrief - Canada Day Car Show and fireworks

Masquerade on Main

Replacement/Purchase of Street Light pole banners

11. Adjournment

Moved by: M. Richards

Seconded by: L. Dart

Resolution Number: 2024-06-04

BE IT RESOLVED THAT we do now adjourn this meeting of the BIA Board at 8:00 p.m. to meet again on September 3, 2024 at 7:15 p.m. or at the call of the Chair.

CARRIED

Rashaad Nauth-Ali Chair

Donna Tremblay, Secretary



welcome to
Grand
Valley

A logo consisting of a green circular frame. Inside the frame, there is a yellow sun with rays, two green leaves, and a blue wavy line representing water. Below the logo, the text "welcome to" is written in a green cursive font, and "Grand Valley" is written in a green sans-serif font. The entire graphic is set against a white background with a grey border.

Hey Donna,

Please see below 😊

OPTION A: Qty. 27 - 30 - 24"x48" - **Double Sided, 21oz Solid Block Out Vinyl Pole Banners** including the 5" lay flat pocket at the top and bottom and grommets in all 4 corners is \$112.50/ea

Or

OPTION B: Qty. 27 - 30 - 24"x48" - **Double Sided, 14oz Mesh Vinyl Pole Banners** including the 5" lay flat pocket at the top and bottom and grommets in all 4 corners is \$165.00/ea

There is a set up fee of \$25/per individual layout. (So if all the banners are the same artwork, its one \$25 fee, if all are totally different, that would be \$25 each different layout + HST)

--

Erin Holmes

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GRAND VALLEY BIA
Provisional Budget Report



GL5220
 Date : Aug 28, 2024

Page : 1
 Time : 2:30 pm

Account Code : ?-?-????-????
 To ?-?-????-????
 Fiscal Year : 2024

Account Code	Account Description	2023 ACTUAL VALUES	2023 FINAL BUDGET	2024 ACTUAL VALUES	2024 FINAL BUDGET
5 GENERAL FUND					
Revenue					
5-3-8200-4000	LEVY FR:MUNICIPALITY	-7,600	-7,800	0	-7,600
5-3-8200-5000	DONATIONS	-500	0	-1,000	0
5-3-8200-5700	SPECIAL EVENTS	-2,405	0	-1,150	-2,500
5-3-8200-7000	INTEREST	-752	-200	0	-200
5-3-8200-9000	PRIOR YR SURPLUS(incl FX Assets)	-43,135	0	0	-43,135
Total Revenue		-54,392	-8,000	-2,150	-53,435
Expense					
5-4-8200-1010	WAGES	811	1,000	0	1,500
5-4-8200-1110	BENEFITS	0	250	0	300
5-4-8200-1300	SEMINARS/WORKSHOPS/TRAINING	0	0	0	1,500
5-4-8200-1310	CONFERENCES/TRADE SHOWS	0	0	400	0
5-4-8200-1320	MEMBERSHIPS/DUES/SUBSCRIPTIONS	0	0	281	750
5-4-8200-2120	OFFICE SUPPLIES	0	500	0	500
5-4-8200-2200	ACCOUNTING/AUDIT FEES	1,043	1,200	0	1,200
5-4-8200-2300	ADVERTISING	726	1,000	0	1,000
5-4-8200-2310	BANK CHARGES	140	25	0	25
5-4-8200-5010	MISCELLANEOUS	0	0	0	100
5-4-8200-6000	SPECIAL EVENTS EXPENSE	4,417	4,500	5,245	10,000
5-4-8200-8000	CAPITAL EXPENDITURE	0	1	0	5,000
Total Expense		7,137	8,476	5,926	21,875
Total GENERAL FUND		-47,255	476	3,776	-31,560