



# Town of Newmarket

## Minutes

### Main Street District Business Improvement Area Board of Management

Date: Wednesday, July 3, 2024  
Time: 8:30 AM  
Location: Streamed live from the Municipal Offices  
395 Mulock Drive  
Newmarket, ON L3Y 4X7

Members Present: Tom Hemen, Chair  
Allan Cockburn  
Ken Sparks  
Dominic Pede  
Patricia Carmichael  
Sheila Stewart  
Norm Pereira  
Councillor Kwapis

Members Absent: Avi Wulfand, Vice Chair

Staff Present: E. Thomas-Hopkins, Legislative Coordinator  
B. Morrow, Grant Coordinator  
D. Lowes, Business Development Specialist

The meeting was called to order at 8:30 AM. Tom Hemen in the Chair.

#### 1. Notice

Tom Hemen advised that members of the public were encouraged to attend an Advisory Committee or Board Meeting by viewing the live stream available at [newmarket.ca/meetings](http://newmarket.ca/meetings), or attending in person at the Council Chambers at 395 Mulock Drive.

## **2. Additions and Corrections to the Agenda**

The Legislative Coordinator provided the following additions to the agenda:

- Presentation material for item 5.1 - deputation from Lawrence Moule regarding After Hours Big Band; and,
- Closed Session item 8.1 - Board Vacancy
  - Regarding Personal matters about an identifiable individual, including municipal or local board employees as per Section 239(2)(b) of the Municipal Act, 2001.

Moved by: Norm Pereira

Seconded by: Patricia Carmichael

1. That the additions to the agenda be approved.

**Carried**

## **3. Conflict of Interest Declarations**

None.

## **4. Presentations & Recognitions**

None.

## **5. Deputations**

### **5.1 After Hours Big Band**

Lawrence Moule provided a deputation regarding After Hours Big Band including an overview of the upcoming event, past event support and community involvement.

Moved by: Norm Pereira

Seconded by: Patricia Carmichael

1. That the deputation provided by Lawrence Moule regarding the After Hours Big Band be received.

**Carried**

Moved by: Norm Pereira

Seconded by: Dominic Pede

1. That the Main Street District Business Improvement Area Board of Management authorize a donation of \$120 to the After Hours Big Band for the "The Great Crooners" event on October 26, 2024.

**Carried**

## **6. Approval of Minutes**

### **6.1 Main Street District Business Improvement Area Board of Management Meeting Minutes of June 5, 2024**

Moved by: Norm Pereira

Seconded by: Dominic Pede

1. That the Main Street District Business Improvement Area Board of Management Meeting Minutes of June 5, 2024 be approved.

**Carried**

## **7. Items**

### **7.1 Sub-Committee Reports**

#### **7.1.1 Marketing**

None.

#### **7.1.2 Working Group**

None.

#### **7.1.3 Events**

Ken Sparks provided a verbal update regarding the recent Canada Day event on Main Street including number of vendors and business revenue.

### **7.2 Parking Update**

Tom Hempen provided a verbal update regarding parking including a recent meeting with staff, making the public aware of parking in the downtown, usage of bollards and parking signage, and parking on the east side of Church Street.

Councillor Kwapis discussed parking over the Canada Day weekend.

### **7.3 Financial Update**

The Treasurer provided a verbal update regarding year-to-date spending of the Board.

### **7.4 Staff Update**

#### **7.4.1 Financial Incentive Program Staff Working Group Update**

The Business Development Specialist provided a verbal update regarding the Financial Incentive Program Staff Working Group including that staff continue to manage applications as received. The Business Development Specialist provided a verbal update regarding the BIA Park and Walk project including the number of participants and revenue generated and spent in the Business Improvement Area.

## **8. Closed Session**

Main Street District Business Improvement Area Board of Management resolved into Closed Session at 8:55 AM.

Main Street District Business Improvement Area Board of Management (Closed Session) minutes are recorded under separate cover.

Main Street District Business Improvement Area Board of Management resumed into Open Session at 9:06 AM.

Moved by: Norm Pereira

Seconded by: Patricia Carmichael

1. That the Main Street District Business Improvement Area Board of Management resolve into Closed Session to discuss the following matter:
  - a. Personal matters about an identifiable individual, including municipal or local board employees as per Section 239(2)(b) of the Municipal Act, 2001.

**Carried**

**8.1 Board Vacancy**

**9. New Business**

**9.1 Board Appointment**

Tom Hempen advised that Board recommends that Council appoint Mike D'Angela to the Main Street District Business Improvement Area Board of Management.

Moved by: Norm Pereira

Seconded by: Dominic Pedo

1. The Main Street District Business Improvement Area Board of Management recommends that Council appoint Mike D'Angela to the Main Street District Business Improvement Area Board of Management.

**Carried**

**9.2 Digital Main Street Grant Program**

The Grant Coordinator provided a verbal update regarding the Digital Main Street Grant Program including currently available grants and an upcoming grant called the My Main Street Grant.

**9.3 Central Counties Tourism**

The Chair requested Central Counties Tourism be invited to an upcoming Board Meeting.

**10. Adjournment**

Moved by: Norm Pereira

Seconded by: Allan Cockburn

1. That the meeting be adjourned at 9:10 AM.

**Carried**

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Tom Hemen, Chair

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Date