

**Unionville BIA  
Board of Management Meeting  
May 15, 2013**

PRESENT: Don Hamilton, Shauna Podruzy, Sylvia Morris, Tony Lamanna, Rob Kadlovski, Jim Jones, Keing Ly, Sharon Taylor-Wood, Tom Vasilovsky, Paul Vasilovsky, Andrew Black  
GUEST: Stephen Huycke, Clerks Dept from the City

1. **Approval of the Agenda** – Paul/Tom

2. **Approval of Minutes** of April 17, 2013 – Tom/Sylvia

3. **Election of new Chair** – Don concerned that he was in a compromising position as Chair with the residents and the BIA businesses therefore, he will step down as Chair. Paul commented on the fact that Don ran a good meeting at the City re the 50/50. Stephen from the City attended to oversee that proper procedures were followed.

Motion: Paul/Tom

To nominate Tony Lamanna as Chair

Motion: Rob/Sylvia

To nominate Shauna Podruzny as Chair

Vote – Tony: 5 in favour

Vote – Shauna: 6 in favour

Shauna won as Chair

Motion: Rob/Shauga

To nominate Sylvia Morris as Vice-Chair

Acclaimed

Motion: Rob/Shauga

To nominate Andrew Black as Secretary

Acclaimed

Motion: Tom/Paul

To nominate Keing Ly as Treasurer.

Acclaimed

Sharon questioned the role of the councillors on the UBIA board. She plans to take this up with the Integrity Commissioner at the City. Sharon left the meeting at this point.

#### 4. **Executive Director position –**

Judi has submitted her resignation and would like to leave by the end of June if someone suitable can be put in place. A description was passed around for everyone to look at. This needs to be more detailed. Rob asked that Judi reconsider about leaving and perhaps we could work out a part time basis. Judi should be on the selection committee to do the interviews. She should develop a criteria for the interviews. The following will sit on the selection/interview committee: Judi, Sylvia, Ken, Rob, Tony & Shauna. Selection committee will short list the candidates and once the interviews are complete, their recommendation will be presented to the Board for approval. Ad will be put in the Markham Economist & Sun for Saturday and on e-blast.

#### 5. **Reports on the various committees:**

##### a) Events (Judi)

**Victoria Day** – plans for Victoria Day Monday include Plein Art Challenge, Horse & Carriage Rides, entertainment. Tony suggested we get buskers for Saturday and Sunday. We do have costumed mascots as well both days.

**Unionville Festival** – plans are going well for the Festival. The UBIA is looking after Friday evening and all day Sunday on the street. The Stiver Mill Farmers' Market will be on the street on Sunday.

**MS Bed Race** – Information will be sent out to everyone about the Bed Race. Dairy Queen may donate a % of sales.

**Canada Day** – making more of a festival. Tony should sit on the marketing committee.

##### b) Streetscape

**Flags** – Tony reported that the Canada flags will be put up again. Brackets moved up higher to discourage vandalism. Hydro poles are 25 years old and need to be replaced soon. Safety caps have come off and for safety reasons, these should be replaced. Strategy people should look at this. Main Street South has new lampposts that look great. The experts will speak to Tony about this. 3 cedar poles have been hit and will be replaced by the City. Anything on the boulevards is dangerous. There is definitely more car traffic on the street.

**A-frames** – are not allowed on the boulevards according to the by-laws. Tony feels that this is the wrong time to not allow A-frames. Rob mentioned that we are trying to beautify the street and the A-frames don't add to this.

**Wall** - in front of Bochner Eye is being fixed by the City via Don. Bochner is fixing this themselves.

**Pathways** – interlocking on Fred Varley will be fixed as well.

**Banners** – Judi reported that she is working on the banner designs now and hopefully the new banners will be up within the next few weeks.

##### c) **Finance** (Judi) – April financial statement from City was distributed. There were no questions.

Motion: Keing Ly/Rob Kadlovski

To accept the 2012 Financial Statements prepared by KPMG.

Carried

##### d) **Marketing & Promotions** (Judi) –

Directory – the 2013 street directory is now printed and out. These have been delivered to all 9 hotels in

Markham and placed in all community centres, civic centre and businesses. Plus, 3 lots have been sent to the Ontario Tourist Information Centres.

New Website – working on the final push to get this done and on-line.

Paid advertising – ads have been placed in several magazines and more advertising is planned.

Heather from the Varley has been visiting the businesses on the street so the Varley can give out information.

e) **Communications** – Sylvia

Lorna trying to do a Tim Hortons at #144. This could liven up the south end of the street; however, it must still be historical in nature. The owner will have to wait for the 50-50 to be put in place first. Timothy's trying to sell the business. Larry Burns at #143 is going to a doctor for a sperm bank. #145 purchased by Ron Minken is still under renovations. Larry Mariani has the shoe shop and offices upstairs for rent. The place beside Starbucks is still empty and this is a concern especially with off-shore owners. Above Niche Decor is still for lease. Sharon is trying to sell her place. Urban Tea & Gifts just opened. #151 has done some renovations in the front garden and this looks good.

6. **Strategic Vision update** – Jim

Charrettes will take place from June 5 to 9 ending on Sunday. A group from the Main Street Committee had a tour of Brickworks to see how it was built on a flood plain. The consultants are considering a parking structure on east side. A meeting will be set up with the school board regarding their property. If individuals have ideas they should meet with Michael Morrissey to pass this info along. Could the charrette organizers eat at different restaurants? The detailed agenda will be put out soon. Could we set up separate meetings with the Board members and some of the experts? A meeting with Robert Gibbs, the retail expert, and Michael Morrissey could be done before the charrettes.

7. **Central Counties tourism update** – Rob

Rob reported that CCT has partnership money available for tourism initiatives. Max \$25,000. Judi has submitted an application for this funding to assist with advertising, the Heritage Fest, Walking tours, and a historical walking tour booklet. Walking tours will be held at a specific time each week or upon request.

8. **New business**

Variety store may be going into the Planing Mill. He may put in an information centre. Need a Welcome Centre for the BIA. Strategic planning will look at this. Another hair salon is opening under the Vets Hall (Ice Gear).

The rent for BIA office at the McKay has been extended for six months. We need to start looking for a new spot for the BIA office and information centre. Let's look at this through the Charrette.

Handicap parking – need to identify spots where people can park.

9. **Next meeting** – June 19, 2013 at 9 am