



Caledonia Regional Chamber of Commerce
Board of Directors Meeting Minutes
April 21, 2023

Directors: Brad Armes, Suzanne Athanasiou, Joanne Dorr, Chris Hibbs, Dan Lawrence, Gary Nelson, Ken Parr, Craig Peters, Ben Ponsen, Anne Unyi (ex officio)
Executive: Jessica Lymburner
Guests : Devann Polap, Kathy Marshall, Rathi Malhotra

1. **Call to Order:** Suzanne Athanasiou called the meeting to order at 8:00 am
2. **Conflict of Interest Declaration:** No conflicts of interest declared.
3. **Minutes from Previous Meeting:** It was duly moved, seconded, and carried to approve the minutes of April 6, 2023.
4. **Correspondence Review-** Jessica Lymburner shared that the Chamber has outstanding employment fees due to the CRA for just over \$3500 that was discovered during our Audit.

She further shared that the website refresh is nearly completed, and asked Directors to review for functionality and send specific notes/ errors or omissions.

TOPICS FOR DISCUSSION:

1. **Haldimand County Updates:** Dan Lawrence- provided an update that the retaining walls construction on Caithness St. have begun and are expected to be completed in a month.

The Edinburgh Square- Barb Martindale Memorial Lane has been officially approved by Haldimand County and is expecting a September date of unveiling.

There is a new Project Manager assigned to the bridge and he is not expecting any further news on its renovation soon.

Boring under the river is wrapping up, the project is taking longer than anticipated.

He has been in contact with the MTO about the proposed traffic lights on Haldibrook and Hwy 6, will circulate the CRCC's drafted letter to the appropriate parties.

2. **Code Of Conduct Review:** Deferred

3. **Committee Reports**

- a. Edinburgh Cup- No updates
- b. Canada Day
 - i) A grant application for Provincial funding has been submitted.

- ii) Jessica and Suzanne were notified that the Agricultural Society had also applied for the Federal Canada Day funding grants, theirs has been approved for \$15,000. The Chamber has not been notified on the status of our application.
 - c. Tourism –
 - i) The Summer student Tourism job application has been posted and shared to various websites. Haldimand County confirmed a lump-sum payment of \$4000 for wages.
 - ii) Music In the Park planning is proceeding well, an additional date has been added for a total of 5 Sunday Summer Concerts.
 - iii) It was determined that one of the first tasks to be assigned to the summer student will be to find keys and rotate flyers in the enclosed free-standing signs at Kinsmen Park.
 - iv) Ben Ponsen shared that Pam Aylan-Parker is interested in recruiting more tourism committee volunteers.
 - d. Oktoberfest – Craig Peters shared there may be availability issues planning the event for a Saturday and has proposed that the events may need to be moved to a Friday evening,
 - e. Economic Development – No Updates
 - f. Finance/Succession Planning – No Updates
 - g. Caledonia Connected Networking – No Updates
 - h. Special Projects – a discussion is required to formalize their position within the chamber.
 - i. Nominations – No Updates
 - j. Business Achievement Awards – No Updates
4. **Grand Trunk Society**- Craig advised that there will be construction in the back of station to allow for more storage.
5. **BIA** – Kathy Marshall shared that she is planning a movie night at the Lions Hall.
6. **New Business:**
7. **Adjournment:** The meeting was adjourned at 9:07 am.