

**Market Executive Committee Meeting
August 13th, 2019**

Strathroy-Caradoc City Hall – 2nd Floor Committee Room

MINUTES

Call to Order

- Called the meeting to order at 7:02PM.
- Chair Dawn Bolduc offered opening comments generally.
- The Municipal Procedure By-Law was circulated for reference via the electronic agenda.
- Board Members in attendance were:
 1. Dawn Bolduc, Chair
 2. Leslie Pommer
 3. Bill Dakin
 4. Paul Martin
 5. Rob Lilbourne
 6. Greg McClinchey
 7. Dave Brock
- Market Co-Managers in Attendance:
 1. Cate O'Neill
 2. Brittany Zwart
- Those Absent with Notice:
 1. Laura Gabriel
 2. Kylie Thompson

Declaration of Pecuniary Interests

Paul Martin declared a conflict regarding *Remuneration for Market Co-Managers*.

The Market Co-Managers do not have a technical conflict as they are not voting members of the Executive but their personal interest in *Remuneration for Market Co-Managers* was declared and noted.

Minutes of the Last Meeting(s)

a) *That the Minutes of the July 17, 2019 meeting be approved as amended*

Moved: Dave Brock
Second: Bill Dakin
Carried

b) *That the Minutes of the August 7, 2019 meeting be approved*

Moved: Paul Martin
Second: Rob Lilbourne
Carried

General updates

a. Market Co-Managers

It was generally agreed that duties of the Co-Managers will now be divided between co-managers. Cate will deal with volunteers. Brittany to deal with vendors.

b. Municipal CAO

- Council is considering a new Road Closure By-Law. Pending for the September 3, 2019, Council Meeting.
- A discussion on the remaining markets took place.
- A discussion on smoking in the Market Footprint and the resulting By-Law Enforcement requirements took place.
- A discussion on the South African Delegation took place. The delegation will be at the September 14, 2019, Market.

New Business

c. A review of the Night Market took place.

Leslie Pommer provided a financial update and general information.

d. A review of Christmas Market preparations took place.

- BIA and Chamber are working on this with Leslie Pommer.
- 6:00AM Street Closure
- Bands to be booked.
- Santa Confirmed.

- e. A discussion was undertaken on the installation of bollards.

That the Market invest \$15,000 (including a \$5,000 loan from the Municipality) to install bollards.

Moved: Rob Lilbourne
Seconded: Paul Martin
Carried

- f. A discussion on the Market Policy on Aggressive Vendors and Patrons was undertaken.
- g. A discussion on the Market's Community Group/Volunteer Policy was undertaken.
- h. Cate O'Neill presented the text of a letter to be received from the BIA.
- i. Remuneration for Market Co-Managers was discussed.

That the Market authorize the immediate payment of 50% of the Co-Managers 2019 remuneration.

Moved: Bill Dakin
Seconded: Rob Lilbourne
Carried

- j. Discussion regarding possible booth pricing options for 2020 (i.e.: adjacent booth price) was undertaken. A decision was deferred until after the end of the 2019 Market season.

Financial update

Bill Dakin and Paul Martin provided a written report and comments.

That the Market Executive accepts the financial report as presented.

Moved: Bill Dakin
Second: Greg McClinchey
Carried

Business from the floor

The Market radios were distributed.

Next Meeting September 25th at 7:00PM (Committee Room)

Adjournment

Moved: Greg McClinchey

Second: Paul Martin
Carried