



# BRIGHTON & DISTRICT CHAMBER OF COMMERCE

74 Main St., P.O. Box 1421, Brighton, ON, K0K 1H0. Phone: (613) 475-2775 Fax (613) 475-3777

E-mail: [info@brightonchamber.ca](mailto:info@brightonchamber.ca) Web Site: [www.brightonchamber.ca](http://www.brightonchamber.ca)

---

## Minutes

**Directors Meeting – Monday October 26<sup>th</sup>, 2010, 6:00 P.M.**

**End of the Thread Café**

**Present:** Mary Robertson, Don Parks, Gina Cowan, Emily Rowley, Steve Cooper, Chris Grouchy, Steve White, John Ostapuk, George Kamphorst, Ken Prue, Theo Georgatos, Catherine Stutt

**Regrets:** Catherine Stutt, Chris Grouchy

**Absent:** Theo Georgatos

- 1) Call to Order: 6:00pm
- 2) Approval of Agenda
  - Moved by: Ken Prue
  - Seconded by: Emily Rowley
  - Carried: Unanimously
- 3) Approval of Minutes August 23rd – See Attached
  - Moved by: Mary Robertson
  - Seconded by: George Kamphorst
  - Carried: Unanimously
- 4) Business arising from Minutes
  - A. Insurance Protection – Mary Robertson
    - Mary Robertson provided us with a brochure outlining an additional insurance the chamber may want to look into. This coverage would provide legal protection as well as advice.
    - Mary is going to contact them to get a quote and we can talk about at our next meeting.
  - B. Committee Structure – Gina Cowan
    - Gina advised that there were a number of directors that did not respond to the email regarding committee's for 2011. Gina advised that another email would go out and for them to please respond to the email ASAP.
- 5) President's Report
  - Don was unable to make the last Network Brighton Meeting.
  - Don Parks will be drafting a letter for the community police in regards to a rent increase. This letter will be presented at their next meeting for approval.
  - Don attended the Shuttle Bus meeting which it was discussed having the bus run on 2 days Wednesday and Saturday. Don has suggested that we budget for \$500.00 towards the sponsorship of the bus. The DBIA will be doing the same thing.



# BRIGHTON & DISTRICT CHAMBER OF COMMERCE

74 Main St., P.O. Box 1421, Brighton, ON, K0K 1H0. Phone: (613) 475-2775 Fax (613) 475-3777

E-mail: [info@brightonchamber.ca](mailto:info@brightonchamber.ca) Web Site: [www.brightonchamber.ca](http://www.brightonchamber.ca)

---

- Steve suggested that perhaps the bus run on Friday rather than Wednesday. Don explained that Wednesday seems to be a popular day for week long campers to head into town to stock up on supplies.
- Emily suggested that the bus run from 1pm – 9pm so the campers could come down for the Wednesday night concerts.
- Perhaps the businesses could also stay open late on those Wednesday nights.

## 6) Treasurer's Report

- We are running very short right now and will be into the New Year.
- Our membership discount last year had us starting the New Year with a \$11,000.00 surplus. Not offering the discount this year may have us in a tough position.
- Over the next 3 weeks everyone is going to work on increasing membership.
- Income statements were presented to all those in attendance.
- John reminded everyone that the budget is issued in February and this needs to be referred to whenever an event is being planned.
- A budget spreadsheet will be made by the executive and this is what will be used for all event planning.
- Ken Prue suggested that any money given to a charity be approved by The Executive before money is distributed.
- The Spare office space will be advertised in The Independent for a couple weeks. The BAC has notified us they will vacate the premises by the end of October.
- Don spoke with the community Events Committee regarding the Chamber taking over this and it does not seem the best idea as the events are not money making events and would just put more work on the staff.
- John Ostapuk gave examples of what The Belleville chamber of commerce does for a directory as well as for new membership. John suggested we take a look at doing this next year.

## 7) Chamber Office Report -See Attached

- Copies were supplied to all those in attendance.
- The Board agreed to support the Bay of Quinte Tourist Council next year in requesting \$2,500.00 from the Municipality. This will also mean that The Chamber will not have to pay the \$900.00 partner fee.
- Board agreed that we need to get fire extinguishers along with a first aid kit. Wayne Armstrong will lend the chamber one until we can afford to buy our own.
- The Board agreed to partner with the Welcome Cyclist initiative to put signage for The Welcome Cyclist Gateway. This will be \$250.00 paid by The Chamber and \$250.00 paid by The Apple Route. Motion: To Approve payment for the Welcome Cyclist Gateway signage of \$250.00 from both the Apple Route and Chamber.

Moved by: John Ostapuk

Seconded by: Steve White

Carried: Unanimously



# BRIGHTON & DISTRICT CHAMBER OF COMMERCE

74 Main St., P.O. Box 1421, Brighton, ON, K0K 1H0. Phone: (613) 475-2775 Fax (613) 475-3777

E-mail: [info@brightonchamber.ca](mailto:info@brightonchamber.ca) Web Site: [www.brightonchamber.ca](http://www.brightonchamber.ca)

---

## 8) New Business

### a) Canadian Grants Directory

- Gina received an email regarding the Canadian Grants Directory which provides information for business, non-profits etc with grant, loan and subsidy information.
- The board agreed that we do not need this as we can find most of the information on the internet.

## 9) Committee Reports

### a. Country Living Show – **George Kamphorst**

- Between now and the beginning of the new year the board will meet to define the shows objectives and strategy.
- We will identify who will do what for the show.
- This is an all hands on deck committee and requires all board members to assist.
- Show is already booked for the weekend of April 8<sup>th</sup> and 9<sup>th</sup>.

### b. After Hours – **Gina Cowan**

- The next event is at Steve Coopers on November 18<sup>th</sup>.
- George is going to speak with Agrium as Jake Degroot as shown interest in hosting this or a breakfast meeting.

### c. Breakfast Meetings – **Gina Cowan**

- Next Breakfast meeting is tentatively scheduled for December 15<sup>th</sup> with Brighton and Cramahe Mayors. Gina will also invite new Brighton Mayor Mark Walas to join and speak a little about the year ahead.
- George Kamphorst has mentioned again that Jake Degroot of Agrium would possibly like to speak at this breakfast.

### d. Apple Route – **Mary or John**

- See Attached

### e. QMA Steering Committee – **George Kamphorst**

- George continues to attend these meetings and is impressed with their work with post-secondary institutions.

### f. Physician Recruitment and Retention Committee – **Don Parks**

- There was not a meeting in October.
- There is talk of a couple interested doctors
- Work on getting more funding to help entice a doctor to the area.

### g. 160<sup>th</sup> Anniversary Committee – **Catherine Stutt**

- Not Available

### h. Golf Tournament – **Theo Georgatos**

- Not Available

### i. Applefest Committee – **Steve White**

- Will be starting work on next year in the coming months.



# BRIGHTON & DISTRICT CHAMBER OF COMMERCE

74 Main St., P.O. Box 1421, Brighton, ON, K0K 1H0. Phone: (613) 475-2775 Fax (613) 475-3777

E-mail: [info@brightonchamber.ca](mailto:info@brightonchamber.ca) Web Site: [www.brightonchamber.ca](http://www.brightonchamber.ca)

---

- j. **Winterfest Committee – Steve Cooper**
- Brainstormed for ideas, from closing main street on the Saturday afternoon for a few hours, to coming up with ideas to keep visitors/locals warm, busy and entertained.
  - Steve suggested that during the "hot chocolate" warm-up time, to prevent boredom in the youngsters, that I provide some basic digital camera techniques to the kids, and then have them send me some images of the festival which I will judge. (They will be pre-informed to bring cameras or borrow Mom and Dads.) The winner(s) will receive a prize, of perhaps an enlargement and framing of their winning photo. I am going to broach this to Quinte Photo as "advertiser/donator".
  - Steve is also going to approach the local store owners to remain open longer on that particular Saturday evening so that visitors can shop. This could be a "win-win".
- 10) Brief from DBIA – **Wayne Armstrong**
- Community Event Committee has agreed to re-route the parade so it hit downtown first. Doing this should help the downtown businesses during the parade. The kids will then be able to meet Santa at the fire station at the end of the parade.
  - The DBIA will not have a float this year.
  - 2011 Pirate Invasion is going to change to something new. Looking for ideas for this
  - Working on Light up Brighton at the moment and will continue talks of the festival to replace pirate invasion in the new year.
  - 2011 Marketing Campaign is being worked on.
- 11) Brief from Brighton Arts Council – **Catherine Stutt**
- See Attached
- 12) Brief from Municipality – **Emily Rowley**
- Budget work for 2011 is beginning.
  - Holiday Train is coming through Brighton on November 28<sup>th</sup> at 3pm. The food bank is doing a looney/ Tooney drive during this event.
  - The All Candidates Meeting at The Community Centre was well organized and well attended. One complaint was that there was not enough of a focus on The Mayors.
- 13) Brief from ENSS – **Christopher Grouchy**
- No Available
- 14) Date for next Meeting – November 22<sup>nd</sup>, 2010 – End of The Thread Cafe
- 15) Motion to adjourn: 8:00pm Emily Rowley



# BRIGHTON & DISTRICT CHAMBER OF COMMERCE

74 Main St., P.O. Box 1421, Brighton, ON, K0K 1H0. Phone: (613) 475-2775 Fax (613) 475-3777

E-mail: [info@brightonchamber.ca](mailto:info@brightonchamber.ca) Web Site: [www.brightonchamber.ca](http://www.brightonchamber.ca)

---

## Office Report Oct. 26, 2010

### Chamber

- Directory is complete in the process of doing deliveries. Board needs to decide if they would like to have them delivered by an outside source. \$12.00 per hour for this. All money for advertising has been collected.
- Updates done to The Chamber site as well as to the municipal site. More updates necessary for municipal site and will have that done by end of this week.
- Bay of Quinte Tourism Council is asking for our support in asking for \$2500.00 from the municipality for their initiatives. These include Marketing, Staff Member for Stake Holder Sales etc. They are also looking at becoming the lead DMO for region 9. Because Brighton sits officially in region 8 this will not directly affect us, but because we are part of Quinte we will still benefit from all initiatives taken by region 9. Brighton is lucky in this aspect.
- All Candidates meeting was a big success.
- Membership renewal was sent out to all current members. This includes a rate increase; the members will get 1 free AGM ticket when they pay. There is no discount on early renewal this year.
- After Hours for November is set for Steve Cooper on November 18<sup>th</sup>
- Breakfast meeting in October had 20 in attendance and Susan Brose spoke about her new book The History of Brighton Business.
- Breakfast meeting in December is usually year in review with Mayors. New Mayors will have taken over by then do we invite old or new mayor?
- Application for website funding is being presented by Paul Portelli this week. Hopefully we will have good news by next week sometime.
- One more Small Business Round Table is being done with Northumberland Business Advisory Centre. Date set for December 13<sup>th</sup> at King Edward Community Centre.
- Tourism Awareness and DMO Meetings have been postponed till November 19<sup>th</sup>.
- Chambers Northumberland is still working on the Tourism Ambassador Program and will speak with other regional partners at the Chambers Executives of Ontario conference at the beginning of November to see if they are on board.
- Cori Arthur the chair of the Welcome Cyclist committee is asking DMO's to for partnership money to further the Welcome Cyclist Program. They are asking for \$500.00 from partners. This money would be used in the design, development and installation of "Welcome Cyclists Gateway" signs at five major cycling routes through Southern Northumberland. Is this something we can put into our 2011 Budget?
- Had a fellow come in from Herman's fire protection he offered us \$20.00 per fire extinguisher for certification. I then went looking and realized we do not have a fire extinguisher at all. We also do not have a first aid kit in our office. These are important safety tools that The Chamber should have.
- Facebook Page continues to be a success we have 83 fans now.



# BRIGHTON & DISTRICT CHAMBER OF COMMERCE

74 Main St., P.O. Box 1421, Brighton, ON, K0K 1H0. Phone: (613) 475-2775 Fax (613) 475-3777

E-mail: [info@brightonchamber.ca](mailto:info@brightonchamber.ca) Web Site: [www.brightonchamber.ca](http://www.brightonchamber.ca)

---

## **Apple Route – Lee Ostapuk**

- CURRENT MEMBERS 70: WITH 4 NEW MEMBERS, RICK NORLOCK, COMFORT INN TRENTON, RIVERSIDE MUSIC, TRENTON AND THE ARTFUL GARDEN, COLBORNE.
- OVER 200 MEMBERSHIP LETTERS HAVE BEEN MAILED OUT TO POTENTIAL MEMBERS, PLUS EMAILED OR MAILED TO CURRENT MEMBERS THEIR RENEWALS. PRICE INCREASE TO \$135.00 PER YR PLUS HST. 5% DISCOUNT IF PAID BY END OF DEC./10. OUR GOAL IS TO INCREASE MEMBERSHIP TO AT LEAST 125 FOR 2011.
- MEETING WITH WILLOW PUBLISHING IN SEPTEMBER TO START ON 2011 GUIDE. THEY ARE ALREADY OUT SELLING ADS. GOAL IS TO HAVE GUIDE READY FOR MARCH 2011. THE FEEDBACK WE'VE HAD ON GUIDES IS POSITIVE, EVERYONE LIKES THE LAYOUT. WE WILL BE MAKING CHANGES FOR 2011, E.G. ADDING A MEMBERS DIRECTORY AT FRONT OF GUIDE AND HAVING GRAFTON HAVE IT'S OWN MAP.
- WEBSITE IS RECEIVING A LOT OF INTEREST, NOT ONLY FROM MEMBERS AND POTENTIAL MEMBERS BUT FROM PEOPLE CHECKING IT OUT AND ASKING ABOUT THE APPLE ROUTE VIA EMAIL.
- SIGNAGE STILL NOT UP ON HIGHWAY – LEE IS STILL FOLLOWING UP ON THIS.
- LEE HAD MEETINGS WITH THE TRENTON DBIA AND COBOURG DBIA TO SEE IF WE COULD GET THE APPLE ROUTE NAME OUT TO THEIR MEMBERS. THEY HAVE AGREED TO PUT OUR INFORMATION INTO THEIR NEWSLETTER. THE TRENTON DBIA ALSO TOOK A BOX OF GUIDES TO SEND ALONG TO THEIR MEMBERS WITH THE NEWSLETTER. WE'RE STILL WAITING TO HEAR BACK FROM PORT HOPE DBIA – LEE WILL FOLLOW UP NEXT WEEK WITH THAT.
- WE HAVE A MEETING NOV 9<sup>TH</sup> WITH THE P.E.C. CAR CLUB TO DISCUSS THE POSSIBILITIES OF DOING A CAR RALLY NEXT YEAR.
- LEE WILL BE CHECKING WITH PAUL PORTELLI AT END OF NOV TO SEE IF THERE WILL BE ANY FUNDING MONEY AVAILABLE, IF SO SHE WILL BE TRYING FOR MORE SECONDARY ROAD SIGNAGE, PARTICULARILY FOR QUINTE WEST. SHE HAS BEEN IN CONTACT WITH P.E.C. TO SEE ABOUT ARRANGING FOR SIGNAGE THERE. WE WANT TO EXPAND INTO THE COUNTY NEXT YEAR.



# BRIGHTON & DISTRICT CHAMBER OF COMMERCE

74 Main St., P.O. Box 1421, Brighton, ON, K0K 1H0. Phone: (613) 475-2775 Fax (613) 475-3777

E-mail: [info@brightonchamber.ca](mailto:info@brightonchamber.ca) Web Site: [www.brightonchamber.ca](http://www.brightonchamber.ca)

---

**To: Brighton and District Chamber of Commerce Board of Directors**

**From: Catherine Stutt, Vice President Brighton**

**Arts Council**

**Reference: Brighton Arts Council Report**

**Date: 25 October 2010**

## **OCTOBER IS ARTS MONTH**

- 24 days
- 20 venues
- 75 artists
- 50 micro studios at the Lions Show
- Brunch, tea, jazz, martinis, history, blues, paintings, jewellery, sculptures, performers, award winning photographers, heritage authors, bus tours, The Baggage Project, The Lions Art Show, conferences, galas, woodsmiths, carvers, all in Brighton in October, all under the umbrella of the Brighton Arts Council
- The Brighton Arts Council helped the Lions Club raise thousands of dollars, staged shows throughout the town, and with the gracious and welcoming support of Theo Georgatos, launched a new concept to Brighton – entertainment on a Saturday night!
- On behalf of Ron Waddling and the entire BAC, I extend a huge thank you to Theo for adopting the concept of art and commerce and believing in the power of this vital link. Theo's Slice of Performing Arts was the highlight of the month. A packed crowd enjoyed specialty cocktails, a martini bar, nouveau appetizers, and the magic of international jazz stars Holly Carroll and Ralph Fraser.
- Todd Arthur and Lola's welcomed Sarah Cripps, a Brighton native who just wrapped a cross-Canada tour, and Tiffany LeBlanc staged The Baggage Project Revealed.
- The BAC and its partners shone a deserving Spotlight on Brighton with unparalleled success.

## **THE ART ROOM AT THE CHAMBER**

- Don Parks indicated he is going to place an ad offering the art room for rent, and John Ostapuk asked about funding applications. During the concept stage of this partnership I advised the Chamber the BAC is not a legal entity and therefore any application for funding would have to be generated by the Chamber as the contractual authority. I also indicated hosting an art gallery and perhaps a heritage/archive room may enhance the Chamber's opportunities to receive funding for a website. Our usual funding partners have invested heavily in October is Arts Month and although the BAC is in frequent contact with the CFDC, the Ontario Arts Council, and other sources, indications are an intake in Q4 2010 would not be met with success solely for art funding.
- With these factors in mind, the BAC will retrieve all art from the Chamber office by the end of October to allow for rental of the space by the Chamber.
- The BAC has a proven formula for success in linking arts and commerce and it is a concept embraced and perfected by our leadership. It is also proportionately mutually beneficial based on dedicated and equal investments from all partners.
- We thank you for the opportunity to spend the summer with the Chamber and wish you well in your rental efforts.



# BRIGHTON & DISTRICT CHAMBER OF COMMERCE

74 Main St., P.O. Box 1421, Brighton, ON, K0K 1H0. Phone: (613) 475-2775 Fax (613) 475-3777

E-mail: [info@brightonchamber.ca](mailto:info@brightonchamber.ca) Web Site: [www.brightonchamber.ca](http://www.brightonchamber.ca)

---

## **BRIGHTON YOUR CHRISTMAS and the SANTA CLAUS PARADE**

- The BAC is currently in the planning stages of the third annual Brighton Your Christmas, held this year at the King Edward Park Community Centre on November 20 and 21.
- The BAC is presenting a parade float courtesy of Country Classic Cupolas of Colborne. The business is donating the float, truck, and driver and the BAC is providing decoration, inspiration, and artists. This is another great example of arts and commerce working together for mutual benefit, and we thank Kevin and Judy from Country Classic Cupolas for the offer, and Leah Murray for organizing this.

## **MEMBERSHIP**

- Somewhere around 145 because we haven't counted new members from the weekend.