



Southampton Business Improvement Area
Board of Directors Meeting

APPROVED
MINUTES

Monday, February 23, 2026, 10 am

Location:	BIA Office, 201 High Street, Southampton
Board Members Present:	Sara Porter (Chair), Melanie Myers, Kendall Johnston-Sawyer, Amanda Seaman,
Board Members via Zoom	
Guests:	
Staff Present:	Lisa Mills, Coordinator and minute taker
Regrets:	John Divinski, Gurwinder Singh

#	Description		Lead	Outcome
1	Call to Order	10:00 am	Chair	
2	Land Acknowledgement	We want to acknowledge the Territory of the Anishinabek Nation: The People of the Three Fires known as Ojibway, Odawa, and Pottawatomie Nations. And further, to give thanks to the Chippewas of Saugeen and the Chippewas of Nawash, known collectively as the Saugeen Ojibway Nation, as the traditional keepers of this land.	Lisa	
3	Declarations of Pecuniary Interest	None declared	Chair	
4	Additions to Agenda	None		
5	MOTION	<i>That the minutes of the January 26, 2026 Board Meeting be accepted</i>	Moved by Seconded Carried	Kendall Amanda
6	Chair's Report		Chair	Report
		<ul style="list-style-type: none"> Digital Catalogue is going to be revised for Spring Spruce the Bruce Community Grant We applied for street pole banners, another mural on the Bell Building and Holiday Pole lighting to begin replacing existing We applied for the full \$10,00 grant that we will match from Streetscape Curling Event in September 2025 Sara and Pier (Port Elgin BIA) to work on some sort of shop/dine passport to go into welcome bags 		Lisa working with town to confirm new light fixtures will fit

		<ul style="list-style-type: none"> Form letter regarding our ability to donate to events, also a blog post for website OBIAA Conference - Sara sitting on panel on final day OBIAA Board Meeting to be held in Southampton in June. Staying at Beach Motel, meeting space tba (possibly Museum) Wed dinner at Rosina's in Port Thursday lunch in South Thursday dinner at Room 797 Expect guest from various ministries: job creation Ec Dev and Tourism 		Mel - Letter Sara - Blog post Sara, Kendall and Lisa (paid half by Port), will attend
	Coordinator's Report		Staff	Report
		<ul style="list-style-type: none"> RTO& OIP Grant for social media advertising 	Lisa to complete final Typsy training	
8	Treasurer's Report		Treasurer	Report
		<ul style="list-style-type: none"> Spending is on track and 2025 to be reconciled upon receipt of GL from Town (March -May) 	Lisa and Melanie	
9	Strategic Planning and	Promotional Events		
9.1	Promo & Events		Sara	Report
	<ul style="list-style-type: none"> Jan, Feb, Mar April May Ongoing Ongoing 	<ul style="list-style-type: none"> Love Local campaign - win a \$100 gift voucher weekly Love Local - disclaimer on Posts and website indicating that we are not collecting data, merely need a phone number to notify winner Wine and Cheese Fest April 11 and 12 May add an additional ticketed event Friday pm at Museum featuring premium wines Sidewalk sale for long weekend Grand opening of High Street with Mayor Live Music on curb extension Love local social media campaign farmed out to Seattle Dredge, N44 Design - 1 post a week for 6 months South and Kincardine Social campaign featuring notes from Southy the Seagull to Blinky the Lighthouse to cross promote the two towns 	Lisa Sara Lisa Sara Sara	Confirmed
9.2	Streetscape		Kendall	Report
		<ul style="list-style-type: none"> New pole mount banners for summer with original art from students at GC Huston Amanda Seaman indicated that Parent Council will be buying markers for each classroom Marine Heritage Range Light has been requested from Town for placement on the Town Hall curb extension (or nearby) to post local events. We will add some solar lighting to create an engaging night display Legion summer parking lot party to raise funds for new soccer pitches at Jubilee Park(?) 	Kendall Amanda Lisa/Sara Kendall to set up meeting with BIA and Legion	

		<ul style="list-style-type: none"> • Create map for bench and garbage placement for this summer • Attend Town yard in the spring and go through what lights and decorations they may already have that are not in use and decide if they can be kept and used, or pitched 	Kendall, Sara, Lisa Lisa, Kendall	
9.3	Membership			
		<ul style="list-style-type: none"> • Lisa will provide sample package for distribution to new businesses. 	Lisa	Amanda to drop off package at Minh's resto on High St, please
10	Town		John Divinski	
		<ul style="list-style-type: none"> • No report 		
	MOTION	<i>That the Chair, Coordinator, Treasurer and all Committee Reports be accepted as presented.</i>	Moved by: Seconded by: Carried	Kendall Amanda
11	New Business			
12	Future Meeting Dates	4th Monday of each month		
	Next Board Meeting	March 23, 10 am SBIA office		
13	Meeting Adjourned	11:35am		