



MINUTES

Hespeler Village Business Improvement Area Board Meeting
Hespeler Heritage Centre, 11 Tannery St. E. Cambridge
March 11, 2026, 6:30pm

Committee Members in Attendance:

In-person - Mike Devine, Tim Hilborn, Cory de Villiers, Laura Pearce, Ben Irwin, Kelsey Vere

Virtual - Natasa de Villiers, Marina Gigovic, Saul Resendiz

Regrets:

Catherine

Guests:

None

Meeting Called to Order

The Chair welcomed everyone present, online and in-person, and called the March 2026 meeting to order at 6:31pm. No conflicts were declared.

Approval of Minutes: February 2026

Motion moved by: Mike Devine

Seconded by: Tim Hilborn

Abstained: None

In favour: Cory de Villiers, Tim Hilborn, Mike Devine, Natasa de Villiers, Marina Gigovic
THAT the February 2026 minutes of the Hespeler Village Business Improvement Area Board Meeting be approved as written.

City Update: Laura Pearce

- Road reconstruction projects that may affect the summer road closure: Phase 2 of Cooper St, end of March - end of December & Queen St W, July 13 - end of December
- Road Closure Permit is due - ROW Permit required 30 days prior to closure
- Event Permit Applications are required to be submitted via online portal 60 days prior to event date and must be submitted on all activities during the road closure
- BIA is responsible for all permit applications during the road closure
- City's insurance provider confirmed that any vendor participating in events need to provide their own insurance
- Hanging baskets will be installed and watered by Isley again this year
- Garbage Collection is 4 days a week (Mon, Wed, Fri, Sat). How will this work on Saturdays during the summer street closure? Concerns were brought forward about the smaller green bins and eliminating the Saturday pick-up

Motion to approve a test pilot to forego the Saturday garbage pick-up for the month of June 2026 during the Queen St E Street Closure, with the option to reinstate the Saturday pick-up after the month of June.

Moved by: Cory de Villiers

Seconder: Tim Hilborn

In favour: Mike Devine, Tim Hilborn, Cory de Villiers, Natasa de Villiers, Marina Gigovic
Motion Carried.

- Garbage Collection: Brainstorming solving the issue of the plethora of bins and lack of storage space. Can landlords work with tenants to reduce the amount of bins by having them share bins? Is there space to store bins behind the buildings? Can we designate a centralized location to store the bins - not without a signed agreement with the City. Molocks (half in the ground) at the corner by Hespeler Heritage Centre, one by the library, one in the city parking lot between BMO and Ernies. Further issues could arise from this with misuse of molocks. Suggested to collect numbers from the businesses for who needs additional storage solutions because they don't have appropriate back of building or interior storage. Kelsey to create a survey which Andra and Marina will use to survey businesses prior to March 30th Cambridge BIA Meeting with Region of Waterloo, City of Cambridge staff and BIA Executive team.
- Tim Hilborn's units, 14, 16, 18 and 20 Queen Street East ground floor commercial units and 4 second floor residential units, have not received any bins. He's called the number multiple times but has not received a response.

Councillor Update: Mike Devine

- Hespeler Reunion 2026 - July 9, 10, 11, 12
 - Traffic during this time will be a major challenge with all of the road closures and construction happening on Blackbridge Rd, Cooper St, Queen St W, and Queen St E.
 - Bob & Crystal to attend the April BIA meeting to share more details and discuss how we can work together for the Hespeler Reunion 2026
- Elections coming up

Chair Update - Cory de Villiers

- No updates

Walk Queen - Cory de Villiers

- No updates

Treasurer Update - Ben Irwin

- Chequeing balance = \$22,357.50. Changes include two expenses for TipTapPay & GoDaddy domain
- Savings balance has decreased \$27.11
- Upcoming payments for March 2026:
 - Canada Post Mailbox Renewal Expense Reimbursement - Canada Post doesn't take cheques so Kelsey paid \$216.96 with a personal credit card. Ben to void the previous cheque.

Motion to approve \$216.96 to be reimbursed to Kelsey Vere

Moved by: Cory de Villiers

Seconder: Tim Hilborn

In favour: Cory de Villiers, Tim Hilborn, Marina Gigovic, Saul Resendiz

Motion carried.

- Ben suggests having Facebook Monetization income netted against Kelsey's BIA fees. \$2,500 semi-annual Executive Director fees, \$42.79 earned to date through Facebook = \$2,457.21 netted.

Motion to approve remuneration of \$2,457.21 for Kelsey Vere's Executive Director fees.

Moved by: Cory de Villiers

Seconder: Mike Devine

In favour: Saul Resendiz, Marina Gigovic, Tim Hilborn, Mike Devine, Cory de Villiers

Motion carried.

- Note: Any expenses over \$500, especially for reporting purposes with KPMG, need to be referenced in the minutes. All transactions need to be voted on, approved and reflected in the meeting minutes.

Executive Director - Kelsey Vere

- Website Update: Need to update the budget going forward to reflect accurate website costs which increase annually according to vendor's pricing. With regards to the current issue of our website costs being overbudget for 2026, suggestions include renewing on Cyber Monday for the best deal, checking for website functionality if we can downgrade package, not renewing the .com domain in the future. The cost to migrate the website to a new provider is not beneficial.

Motion to downgrade our Wix package to the Core plan at \$33/mo.

Moved by: Cory de Villiers

Seconded by: Tim Hilborn

In favour: Marina Gigovic, Cory de Villiers, Tim Hilborn, Mike Devine, Saul Resendiz

Motion carried.

Motion to approve our 2027 IT Budget at \$700CAD to accommodate the increasing costs of website and digital needs.

Moved by: Cory de Villiers

Seconded by: Mike Devine

In favour: Tim Hilborn, Saul Resendiz, Natasa de Villiers, Mike Devine, Cory de Villiers

Motion carried.

- Renewals for these expenses will be setup on the Executive Director's (Kelsey Vere's) Credit Card going forward.

Other Updates:

- Kelsey to give Andras access to edit website
- Complaint from Paul Leullier - 12 Adam St Property Owner - regarding Walk Queen
 - Crowds & Noise: Handled within the bounds of the by-law for noise (shut off before 11pm)

- Traffic issues: No increase in accidents in the last 5 years. In fact they have probably decreased because traffic is redirected and goes slower
- Parking issues: 5 spots are lost during the street closure. Parking may be harder to find in the core during the street closure because more people are attending the core
- Shopping issues: Drives revenue for the merchants with 1500-2000 new/increased foot traffic
- We do an annual survey with feedback on the street closure and have repeatedly received favourable results (over 70% approval).
- Kelsey to send Paul a copy of the approved March 2026 BIA Board meeting minutes.
- BIA Elections: Laura is seeking recommendations from council on when the BIAs should do their elections process as a full election is required in 2026. The board wants to nominate Andra as a board member in the meantime. Laura to confirm at April BIA meeting what is required to acclaim a new board member.

Next Meeting

Next meeting is set for April 8, 2026 at 6:30pm at Company of Neighbours, 11 Tannery St. E, Cambridge.

Close of Meeting:

Moved by: Cory de Villiers

Seconded by: Tim Hilborn

*In favour: Saul Resendiz, Marina Gigovic, Natasa de Villiers, Tim Hilborn, Mike Devine
 THAT the March 11th, 2026 meeting of the Hespeler Village BIA Board does
 now adjourn at 8:09pm.*

Chair – HESPELER BIA

Recording Secretary