

MINUTES
DOWNTOWN HERITAGE PERTH BIA BOARD
Held: 8:30 a.m. Wednesday, February 23rd, 2022
Via Zoom

ATTENDANCE:

Present:

John McKenty, Delores MacAdam, Judy Brown, Rob Marois, Penny Flowers, Mike Sangster, Joan Stephenson-Bowes and Krista Mackler,

Absent:

Absent on BIA Business:

None

Recording Secretary:

Kari Clarke

Guests:

Kendra Hobbs

1. Third Meeting of 2022

a. Call to Order.

The meeting was called to order by the Chair, at 8:03 AM on February 23rd, 2022, with 8 Board members in attendance.

Kari Clarke is the Recording Secretary.

b. Disclosure of Pecuniary Interest and General Nature Thereof

There being none, the Chair moved on to the next order of business.

c. Approval of Last Minutes

Moved by Delores MacAdam that the Board minutes of January 26th, 2022, be approved. CARRIED UNANIMOUS

d. Insurance Verification

It was confirmed that insurance is in place for the BIA.

2. Disclosure of Additional items

a. CEM Grant Application from Flint and Honey

3. **Delegations and Presentations**

There being none, the Chair moved on to the next order of business.

4. **Closed Session**

There being none, the Chair moved on to the next order of business.

5. **Open Session**

6. **Matters Arising from the Closed Session**

7. **Confirmation By-law**

No. 2022-088- Confirmation of Proceedings – January 2022

Moved by Judy Brown

CARRIED UNANIMOUS

8. **Unfinished Business**

9. **Receiving Correspondence and other Communications**

a. **For Information:**

b. **Requiring Action:**

February 7, 2022 - Letter of Interest – Kendra Hobbs

MOTION BIAB 2022-3.1

MOVED BY Delores MacAdam

BE IT RESOLVED THAT THE BOARD OF THE BUSINESS IMPROVEMENT AREA APPROVES THE APPLICATION OF KENDRA HOBBS TO JOIN THE BIA BOARD OF DIRECTORS AND FORWARDS THE MOTION TO COUNCIL FOR APPROVAL.

CARRIED *UNANIMOUS*

February 7, 2022 – Application for CEM Grant – Andrea Jones (Aprikose)

MOTION BIAB 2022-3.2

MOVED BY Rob Marois

BE IT RESOLVED THAT THE BOARD OF THE BUSINESS IMPROVEMENT AREA APPROVES THE CEM GRANT APPLICATION SUBMITTED BY APRIKOSE.

CARRIED UNANIMOUS

Note: Delores MacAdam left the meeting at 8:28

Receiving Committee Reports

c. Stewart Park Festival Committee – Kendra Hobbs (+Minutes)

- April 22 concert at the Crystal Palace will feature Beatlejuice and The Commotions
- Tickets will be sold online and in person
- Law & Orders will be onsite to provide food
- Staff will arrange security
- We will promote upcoming community events at the concert

d. Promotion Committee – Joan Stephenson- Bowes (+Minutes)

- Reviewed items identified at the Mastermind meeting
- Will not promote a restaurant week event, but will promote restaurants in March
- Will review the staycation tax break for visitors
- Contact businesses to sponsor Festival of Good Cheer bags
- Will discuss creating coupon books for the Night Market

e. Personnel Committee – John McKenty (+Minutes)

- Discussed Mastermind ideas
- Discussed BIA/Perth Tourism reaching out to bus tours

f. Downtown Environment Committee – Krista Mackler (+Minutes)

- No update

g. Town Community Improvement Plan (CIP) Advisory Panel – Judy Brown

- Annual report presented to Town
- Staff will promote to BIA members.

h. Town Council – Update – Judy Brown

- Interviewing for new Director of Planning and Development
- Town will also interview for Planning Assistant
- Golf Course Development company presenting in March
 - Zoning on the golf course needs to be changed to residential in order to build 125 units
- Strategic Plan is finished and has been presented to Council

i. **Treasurer Report – (Updated Reports)**

10. New Business

a. **Staff Reports**

None

b. **Motions Coming out of Committee.**

- a. **Staff to work from home on Monday and Fridays and work in the office Tuesday, Wednesday, and Thursday**

MOTION BIAB 2022-3.3

MOVED BY Joan Stephenson-Bowes

BE IT RESOLVED THAT THE BOARD OF THE BUSINESS IMPROVEMENT AREA APPROVES THAT KARI CONTINUES TO WORK FROM HOME UNTIL THE WEEK OF FEBRUARY 21ST AND THEN RETURNS TO THE OFFICE ON TUESDAY, WEDNESDAY AND THURSDAYS AND WORKS FROM HOME ON MONDAY AND FRIDAY.

CARRIED UNANIMOUS

c. **Other**

1. **Spring Social – Board and Committee members**

- A date will be booked in early April

2. **Strategic Plan**

- Meeting will be held on March 29th

3. **Mastermind Follow up**

- Committees are following up with Mastermind suggestions

4. **Frost and Fire follow up**

- Attendance increased from last year and the downtown stores were busy

Note: Rob Marois and Kendra Hobbs left the meeting.

5. **Downtown Patio - Request to Waive Fees**

MOTION BIAB 2022-3.4

MOVED BY Joan Stephenson-Bowes

BE IT RESOLVED THAT THE BOARD OF THE BUSINESS IMPROVEMENT AREA REQUESTS THAT THE TOWN OF PERTH

WAIVES THE FEES FOR OUTDOOR PATIOS TO SUPPORT THE DOWNTOWN RESTAURANTS AND HELP IN THEIR RECOVERY IN 2022.

CARRIED *UNANIMOUS*

11. Additional Items to be Discussed.

a. CEM Grant Application by Flint and Honey

MOTION BIAB 2020-3.5

MOVED BY Mike Sangster

BE IT RESOLVED THAT THE BOARD OF THE BUSINESS IMPROVEMENT AREA APPROVES THE CEM GRANT APPLICATION SUBMITTED BY FLINT AND HONEY.

CARRIED *UNANIMOUS*

12. Next Meeting – March 30rd, 2022, 8:00 a.m., in Council Chambers and via zoom.

13. Adjournment: Motion to adjourn by Michael Sangster at 9:37 AM