

MINUTES
DOWNTOWN HERITAGE PERTH BIA BOARD
Held: 8:30 a.m. Wednesday, March 30th, 2022
Via Zoom

ATTENDANCE:

Present:

John McKenty, Delores MacAdam, Rob Marois, Penny Flowers, Mike Sangster and Joan Stephenson-Bowes and Kendra Hobbs

Absent: Rob Marois, Judy Brown and Krista Mackler,

Absent on BIA Business:

None

Recording Secretary:

Kari Clarke

Guests:

None

1. Fifth Meeting of 2022

a. Call to Order.

The meeting was called to order by the Chair, at 8:03 AM on Wednesday, March 30th, 2022, with 7 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 February 23rd, 2022, be approved. CARRIED UNANIMOUS

d. Insurance Verification

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

2. Disclosure of Additional items

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. 2022-089- Confirmation of Proceedings – February 2022

Moved by Delores MacAdam

CARRIED UNANIMOUS

8. Unfinished Business

9. Receiving Correspondence and other Communications

a. For Information:

February 23, 2022_– Resignation from Promotions Committee – Joan Stephenson-Bowes

b. Requiring Action:

March 22, 2022-Sponsorship Request – Ottawa Valley Women in Business

MOTION BIAB 2022-4.1

MOVED BY Delores MacAdam

BE IT RESOLVED THAT THE BOARD OF THE BUSINESS IMPROVEMENT AREA FORWARDS THIS MOTION TO THE PROMOTIONS COMMITTEE TO MAKE A DECISION.

CARRIED *UNANIMOUS*

Receiving Committee Reports

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

- April 22 concert at the Crystal Palace will feature Beetlejuice and The Commotions
- Social media posts have begun, and an ad has been placed in the Humm for this event.
- 66 tickets have been sold after only a couple of days

- We have not received notification about the Reconnect Grant application for \$68,000 but we hope to hear in the next month
- SPF is discussing holding a tabletop exercise, to review emergency protocols

d. Promotion Committee – Penny Flowers (+Minutes)

- Foster St. businesses are happy to be taking part in Maplefest this year
- A SPF tent will be on Foster St. and our brochures will be available
- Looking to a 3rd quarter, the committee is looking at a fall shopping and dining art tour
- CEM recipients must complete their report to receive the \$400 grant and they must acknowledge the DHPBIA in their advertising

e. Personnel Committee – John McKenty (+Minutes)

- Kari working Monday and Friday at home and Tuesday, Wednesday and Thursday in the office
- Discussed hosting a gathering for BIA members in June
- The Board and Committee gathering will be held on May 4th at the Locks from 6-8 PM

f. Downtown Environment Committee – Joan Stephenson-Bowes (+Minutes)

- Art project advertising is being completed
- Reconnect grant of \$50,000 was received for lighting in the winter months
- Town will match at \$25,000 and the BIA will match at the remaining \$25,000
- This grant will allow us to purchase lights for the poles to replace the 13 mature trees being removed in 2022

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

- No update.

h. Town Council – Update – Judy Brown

- No update

i. Treasurer Report – (Updated Reports)

10. New Business

a. Staff Reports

None

b. Motions Coming out of Committee.

c. None

Note: Rob Marois joined the meeting at 8:30 AM

d. Other

1. Spring Review of 2nd Quarter

- This quarter is event driven with the April 22nd concert, Maplefest April 30th, Night Market May 28th, Mothers Day, Father's Day
- The Show Your Love for Perth contest will end at the end of April
- 3 videos have been completed and 3 more are scheduled

2. Board and Committee Social

- Kari will send out invitations to Board and Committee members

3. Membership Social in June

- Plans will be confirmed

11. Additional Items to be Discussed.

12. Next Meeting – May 4th at 8 a.m. location to be confirmed.

13. Adjournment: Motion to adjourn by Michael Sangster at 8:55 AM