

MINUTES

DOWNTOWN HERITAGE PERTH BIA AGM

Held: Thursday, Sept 19th, 2019, at 6:00 p.m.

Location: Stewart Room, at the Best Western Plus Perth
Parkside Inn & Spa

ATTENDANCE:

Present:

BIA Board

Judy Brown, Dr. Elizabeth Carter, Julia Dashkevich, Graydon Hill, Krista Mackler, Joan Stephenson-Bowes, Kerri Whan, John McKenty, Lindsey Shepherd, Sheldon Giff, Sherry Crummy, Delores MacAdam

BIA Board Directors Absent:

Jane Farrell and Angie Gilchrist

BIA Members in Attendance

Patricia Giroux, Michelle Murphy, Sharon Cavanaugh, Jill McKenna, Julia Foley, Maggie Shannon, Oxanna Koumeiko, Dasha Smolentseva, Arlene Cochrane, Tanya McParland, Matt McShane, Sheri Linseman, Kassy Boulay, Josh Reil, Stacey Bonfield, Allison Manning, Sandra Teflissi, Al Teflissi, Cheryl Straby and Heather McKeen

Guests:

Kathryn Jamieson - Perth Tourism
Connor Renouf - Perth Economic Development Coordinator
Cathy James – Cat’s Cove Communications
Sasha Warner – Cat’s Cove Communications
Amber Hall – Perth and District Chamber of Commerce
Kirsten Coughler – Volunteer
Tracy Fawcett – Weblia Creative

Recording Secretary:

Kari Clarke

1. Annual General Meeting September 19th, 2019:

a) The meeting began at 6:05 p.m.

- Promotions Chair Kerri Whan and Downtown Environment Chair, Krista Mackler welcomed the BIA members and thanked them for attending.
- The BIA Board was introduced, and it was disclosed that the Board Directors have donated over 1000 hours this year to promote the downtown.

- Cat's Cove Communications, Cathy James was introduced as the person who will contact businesses as our Digital Service Squad representative, when the program is launched in late September

b) Several New Business Owners were invited to speak

- Kassy Boulay and Josh Reil from Perth Pie discuss their decision to expand their growing business in Perth
- Maggie Shannon, from Maggie's Tea and Toast, described her café and the wonderful support she has received from downtown businesses and residents of Perth
- Matt McShane discussed his relocation from Halifax and the feeling of being right at home, when he purchased the well-known Sunflower Bake Shop
- Sheldon Giff, the Rideau Candy Shoppe, relocated his business from Smiths Falls and discussed the success he has enjoyed in Perth

2. Committee Chair Reports

1) Promotions Committee Report – Kerri Whan

- The committee members regularly walk routes to share information and discuss concerns with downtown businesses
- This has been a successful way to receive feedback and get to know our members
- “Just the Girls” event on Oct 17th was described
- “Shop Stamp and Win” for the months of November and December to encourage people to shop local was discussed
- The enhanced “Merry and Bright on Thursday Nights” was also discussed.
- Members were asked to share ideas for the 40th anniversary of the Perth BIA in 2020

2) Downtown Environment Report – Krista Mackler

- The redevelopment of the corner of Herriott and Gore will begin in early Oct. with benches, a new water fountain and a new wall mounted display case being part of the new design
- After public consultations last year, a new design has been created for the Wilson St. parking lot. This development will be in stages and will begin in 2020
- The Town of Perth has applied for a grant to enhance the walkways/alleys coming from the Wilson St. parking lot to Foster St.
- CIP (Community Improvement Grants) have resulted in over \$27,000 being given to downtown business owners for improvements this year and there is just over \$7,000 remaining to award in 2019. This granting program by the Town of Perth has resulted in over \$300,000 in investment in our downtown in 2019
- Connor Renouf, Economic Development Coordinator, briefly spoke and encouraged businesses to contact his office if they wanted to reply for the remaining funds available for 2019 ecdev@perth.ca

3) **Stewart Park Festival Committee Report – John McKenty**

- The revenue for the Festival was lower than normal this year due to the extreme heat
- As a result of two sold out fundraisers earlier in the year, the Festival is on track to break even or show a slight profit
- The Festival is still looking for more ways to encourage festival attendees to shop downtown during the weekend, they recognize the impact on some downtown businesses
- John thanked everyone for supporting him as Chair of the Stewart Park Festival for the last 10 years and announced that although he was stepping down as Chair, he was going to remain on the BIA Board of Directors
- John introduced Delores MacAdam as the new Stewart Park Festival Chair and described her valuable work experience as a City of Ottawa Manager for Special Events

3. **2020 Budgets and Levy Discussion**

- Copies of the Committees and Administrative Budgets were placed on tables and several copies were made available on the information table, for members to review and comment. No emails or phone calls were received from members after the meeting regarding the proposed budget amounts.

- ***Summary of 2020 BIA Budgets:***

Promotions Budget	\$25,700
Downtown Environment	\$27,300
Administrative Budget	<u>\$72,400</u>
Expense total	\$125,400
Revenue Total	\$125,400

Budget is balanced with no increase to the BIA levy in 2020

Stewart Park Festival is self-supporting and is not part of the BIA Budget totals.

SPF proposed budget for 2020 is \$150,200

Note: All Budgets were approved at the September 25th meeting of the BIA Board and will be forwarded to Town Council for approval in their October Council meeting.

4. **Recognition and Thank You to Kirsten Coughler**

- Kirsten was recognized for her many years of volunteering in the office and on the BIA Board as a Director. Her support and enthusiasm for the downtown businesses were greatly appreciated.
- Judy Brown, Chair of the BIA Board presented Kirsten with flowers and two BIA Gift Certificates.

5. **Closing by Judy Brown**

- Judy thanked the Best Western Plus Perth Parkside Inn & Spa and the team from The Locks Restaurant for their hospitality and delicious food
- She also thanked the members for taking the time out of their busy schedules to attend the meeting that evening

6. Next AGM Meeting will be scheduled for September 2020, location to be determined. *Mastermind Meeting* is scheduled for January 16th, 2020 in Council Chambers at the Perth Town Hall.

7. Adjournment:

Meeting was adjourned at 7:00 p.m.

Judy Brown, Chair

Kari Clarke, Recording Secretary