



PRESCOTT BIA BOARD OF MANAGEMENT

DRAFT MINUTES

September 16, 2020 | 6:00 p.m.

Ruth Evanson Room

360 Dibble Street W Prescott, Ontario

Present: Kevin Bunce, Pearl Visser, Tracey Young, Karen Martin, Dana Valentyne, Teresa Jansman, Matthew Armstrong, Brett Todd

Regrets : Ben Quenneville, Lacey Casselman

- 1. Call to Order: Meeting called to order at 6:08 PM**
- 2. Approval of the Agenda: Motioned by Pearl, seconded by Karen. Carried**
- 3. Declarations of Interest: None**
- 4. Delegations/Presentations: None**
- 5. Minutes of the Previous Meeting: Motioned by Pearl, seconded by Tracey. Carried**
- 6. Agenda Items:**
 - 6.1 Letter to property owners regarding building conditions: Reviewed letter prepared by Matthew and Dana, discussion around whether to include link to survey. All agreed.**
 - 6.2 Prioritize lighting options for tower/poles: Costs were quite high suggestion was made to approach lighting expert on recommendations. Discussion ensued regarding coming up with a theme, and trees and lighting. Once BIA has plan in place will approach council**

- 6.3 Update on mural locations: Communication has not yet taken place with Business owners**
 - 6.4 Discuss location for benches: Reviewed map of Downtown discussed locations of benches, bike racks, garbage/recycle units and cigarette disposals. Suggestion made to add dog waste bag dispensers. Benches should be in mid-October. Existing planters will be removed. Motion made by Pearl for BIA to purchase: 4 additional cigarette disposals, 4 bike racks, 2x 6' benches, 2x 3' benches 2 additional garbage receptacles. 3 sets to be placed between George street and St Lawrence, 1 set to be placed corner of King and East street. Expense to be shared with town. Seconded by Karen. Motion carried.**
 - 6.5 Discussion around Ontario By Bike Program: Reviewed criteria; Business area to have at least 5 applicable businesses participating including at least one from accommodations, food services, attractions. Will include in survey to property owners (see 6.1)**
 - 6.6 Discussion around Coordinator position: The Chamber is not in a financial position to partner with Co Ordinator position currently. BIA is to discuss what our needs are by end of the year and bring forward to council**
 - 6.7 Anchor for Joanne Crack: Looking to have memorial anchor for Joanne placed at deepwater dock. Kevin contacting Joanne's family to obtain some history and then will bring forth to council**
- 7. Financial Report: No new disbursements, waiting for invoice for benches/garbage receptacles**
 - 8. Staff: Grant for Digital Service Squad was approved for \$25,750. Prescott will receive the lions share of the 3 (Town of Prescott, Augusta Township and Edwardsburgh Cardinal). Job posting has been created for a Co Ordinator to lead the Digital Service Squad and closes September 28. Tracey will be representing the BIA in this initiative and Dana will take a lead role working with the Co Ordinator.**
 - 9. New Business: None**
 - 10. Adjournment: Meeting adjourned at 7:49 Motioned by Pearl, seconded by Karen. Carried.**