

Historic Downtown Bowmanville Business Centre (BIA)
Board of Management Meeting Minutes

Tuesday June 11, 2019; 6:30pm

Clarington Meeting Room 1-C

Present: Edgar Lucas, Chair
Laura Holmes, Secretary
Gerri Lucas, Treasurer
Cathy Holmes
Ron Hooper

Absent: Justin Barry
Carrie Hooper
Morgan James

Delegations Present: Tracey Pettigrew

The meeting was called to order by the Chair.

1. Presentation by Delegations

Tracey Pettigrew, owner of Romancing The Home

Expressed concerns over cancellation of the 3-day sidewalk sale in June. Historically, the Saturday of the sidewalk sale is the largest sales day of the summer for her business and is concerned that shifting the event to a single day in July will hurt sales. Ms. Pettigrew was seeking an explanation for why this decision was made and asks that the Board reconsider this change for next year.

2. Adoption of Minutes

Moved by C. Holmes, seconded by R. Hooper

THAT the minutes of the meeting of May 14, 2019 be approved as circulated.
CARRIED

3. Business Arising from Previous Minutes

(a) Mural Restoration

Councillor Hooper reported that there may be some restoration funds available through OMAFRA.

(b) Flower Basket Watering

Robert Strickland (Mr. Trim) has withdrawn his services. Negotiations for watering contract are ongoing with a replacement vendor.

(c) Flower Planters

The volunteers planted the flowers in the downtown planters two weeks ago and Councillor Hooper will continue to water these flowers until the contract for watering commences.

(d) Vehicle Towing at Maplefest

The property owner of Service Ontario has not returned any calls or visits to discuss this issue. The next step will be for the Chair to send an official letter to the property owner to address the issue of vehicle towing from the parking lot during events.

(e) New Winter Decorations for Street Lamp Posts

(by email) James Printing and Signs will not be able to store the newly ordered decorations. A quote for installation and removal will be provided once the decorations are delivered.

(f) Request for Elimination of 2 Hour Free Parking in Municipal Lots

Duncan Anderson, Manager of Municipal Law Enforcement, has reviewed the request and will present it at the September budget meeting of council.

4. Correspondence

Correspondence was received from

- i. Victoria Sautner, who is contracted with Cachet Clothing for social media promotion, regarding the Digital Main Street program and concerns over conflict of interest of Teresa Shaver from the Business Advisory Centre of Durham (via email)
- ii. Tracey Pettigrew, owner of Romancing The Home, expressing concerns related to the date change for the annual sidewalk sale (via email)

Moved by R. Hooper, seconded by G. Lucas

THAT the correspondence be received for information.

CARRIED

5. Treasurer's Report

The Treasurer presented the following:

- i. \$66 217.16 is in the current account. From Edward Jones Investments: \$15 000 is coming due now but will be reinvested. \$20 000 coming due July 2.
- ii. Audit for 2018 is ongoing

Moved by C. Holmes, seconded by L. Holmes

THAT the Treasurer's Report be adopted as presented.

CARRIED

6. Directors' Reports

(a) Council Liaison – R. Hooper:

Reported that Ontario Power Generation announced yesterday that by 2024 they will be relocating their headquarters to Clarington bringing 2000 jobs. Crosswalks on King St at Silver St and Queen St at Division St will go forward this summer. The first Concert in the Park for 2019 is this Thursday.

(b) Events – C. Holmes:

Reported that Food Truck Friday is set for this Friday. 20 food vendors are scheduled for Temperance St. and George Andrews DJ (12-5pm), Eric Lambier band (6-10pm) will play on the stage in the parking lot beside Olympia Restaurant. Summerfest on July 20 planning is underway and includes the Green Street Challenge. Assistance from the Municipality was requested on April 25 and went unanswered. Tourism was able to connect Jennifer Stycuk who will help facilitate.

(c) Membership Relations – J. Barry:

No report

(d) Streetscape – G. Lucas:

Reported that Rekker's flower basket delivery is tentatively scheduled for June 18-19.

(e) Communications – M. James:

Reported (by email) that the number of undeliverable email addresses has reduced drastically.

(f) Website – L. Holmes:

Reported that updates have been made to Food Truck Friday and Summerfest event pages. Access to the Historic Downtown Bowmanville Instagram account has been recovered and a few posts were made this week.

(g) Media Relations – C. Hooper:

No Report.

7. New Business

(g) Concerts in the Park

Moved by C. Holmes, seconded by L. Holmes

THAT a sign advertising Concerts in the Park will be installed at the Roegnik Drive sign posts.
CARRIED

(h) Business/Property Changes

Jakes has closed effective May 29. Shooters Billiards has closed. Gay Construction has purchased the CIMA+ building. Coffee and Cakes business is up for sale.

(i) Parking Meters

Moved by L. Holmes, seconded by G. Lucas

THAT a permanent request be sent to council to bag the parking meters for the entire month of December, annually.

CARRIED

8. Date of Next Meeting

The next meeting of the Board of Management is scheduled to be held on Tuesday September 17, 2019 commencing at 6:30pm in Clarington Meeting Room 1-A.

9. Adjournment

Moved by R. Hooper, seconded by L. Holmes

THAT the meeting adjourn.

CARRIED

The meeting adjourned at 8:27pm.