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Attendance: Janeen Calder, Marni Lewis, Valentine Lovekin, Jane Black, Councillor Marg Zwart, Theresa Vanhaverbeke, Tracey Yates, Councillor Granville Anderson, Bonnie Wrightman-CBOT, Guest - Steve Brake, MOC

Regrets: Donna Wood, Greg Lewis, Helen Vatandoust, Ann Harley

1. Meeting called to order at 9:05 a.m.
2. Guest - Steve Brake, Director of Public Works -MOC

#### Accessible Parking Space

Steve advised us that the accessibility parking spot will be in front of the Town Hall, they need a wide sidewalk in order to create a slope. It was asked if the spot could be on the south side of King to avoid crossing the street to shop, and there are 2 accessible spots in the Town Hall parking lot currently. Steve will inquire and here is the response he was given:

The Accessibility Advisory Committee is specifically looking for a parking spot on the north side of King Avenue since there presently is one on-street spot on the south side at Mill Street. As I had noted at the meeting, the accessible parking spots in the Town Hall parking lot are for Hall use only and not to be used by shoppers or visitors to BIA businesses.

#### Newcastle King Avenue Revitalization Study - Street Scape

What is the plan for the streetscape progress? The original plan was made in 2014. Timing is forecasted for Phase 1, North St - Mill St. In 2022, Mill St. To Beaver St. In 2024, Beaver St. To Arthur in 2026.

A link to the study for members to review is provided as follows:

[https://claringtonnet-my.sharepoint.com/:b:/g/personal/sb04\\_clarington\\_net/EYgGDENgfE10txCE8ycgpKwBTf-LIcDrVLK-\\_MYLuU3JuA?e=p3Yxhi](https://claringtonnet-my.sharepoint.com/:b:/g/personal/sb04_clarington_net/EYgGDENgfE10txCE8ycgpKwBTf-LIcDrVLK-_MYLuU3JuA?e=p3Yxhi)

#### Replacement of Trees

From the list of missing trees provided by Theresa, the Public Works Department will identify and schedule their replacement. The work will be dependent on budget availability and confirmation that the placement will

not impact with the future streetscape design. I am hopeful that the trees can be replanted this Spring or Fall. The BIA would like the tree replacement be made a priority project, and possibly have some say in the choice of trees to be planted?

### Height of Xmas Decorations

As we are replacing our Christmas wreaths this year with snowflake lights, what is the height they should be hung to not interfere with traffic?

The existing concrete streetlight poles can accommodate larger decorations of between 6-8 feet. With respect to mounting the decorations they should be placed at a similar height to the existing banners or approximately 10 feet off the ground. For King Avenue it appears that the pole setback from the road would allow for the decorations to be placed on the street side. I do have some experience with purchasing this type of item in the past. One company that provides this type of fixture is Dekra Lite in British Columbia. Let me know if you need a contact.

Photocell is attached to the light poles and should turn the lights off and on automatically when the street lights turn on. We will have the light company confirm that when installed.

### Sidewalk Repairs

The Public Works Department will continue to respond to any sidewalk issues until such time that sidewalks are replaced under the Streetscape project. In the meantime, if members note any trip ledges that are present (greater than 19mm deflection) please report them to [operations@clarington.net](mailto:operations@clarington.net)

### Town Hall Decorative Lighting

As noted at the meeting, the BIA and Hall Board should decide on a particular theme for the lighting. When decided Public Works will follow-up on budget allocation and the installation procedure.

#### 3. Approval of February Minutes

Motion by: Janeen Calder      Seconded by: Tracey Yates      Carried

#### 4. Business Arising from Minutes: n/a

#### 5. President's Report : Discussed his monthly Mayor's call and if there are any concerns he can pass along.

## 6. Council Report:

Marg and Granville will inquire about the MOC hiring someone to manage the BIAs social media pages. This is still being discussed and a decision will be coming very soon.

## 7. Treasurer's Report:

The bank balance is \$25,562.11. The signing authority has been changed to Marni and Janeen. The 2021 levy check has been mailed.

## 8. Committee Reports:

### Safety & Decor:

We were approved by council to use the west end money for new Christmas lights, so I will confirm the order for the new Christmas lights.

### Advertising:

Top pages - 218 page views in the last 28 days, 168 new users

home page

/contact-us/

/business-directory/

/community/history/

/gallery/bond-head-beach

Once we confirm with the MOC regarding hiring staff to do the BIAs social media, we will reach out to a couple of people to take over the website and or social media from Donna who is moving. Thank you Donna for all your help with the BIA.

### Special Events:

a) Town Hall Lighting n/a

b) Breakfast with Santa- Potentially November 27th

c) Santa Parade - n/a

d) Harvest Festival - n/a

e) Easter Scavenger Hunt - A Gift of Art is running this event again this year. Businesses are asked to submit a question and answer so kids can go online this year and submit their responses to win the prize. If you are interested in adding anything to the prize pack (a coupon to get people into your store) please contact the Gallery. [gallery@agiftof-art.com](mailto:gallery@agiftof-art.com)

#### 8. CBOT:

The Small Business Support Grant is still available to apply to and is very easy, we encourage you to apply.

Digital Main Street has been extended until June 4th. Our digital service squad member, Tyler will be reaching out and is in the area to help with websites, social media presence, E-commerce and do an online audit to what your business can use. Please feel free to contact us if you are interested.

#### 9. Chamber News:

The Chamber has donated a sign that has been placed on the future site of the Hospice.

If you have any good news stories about Newcastle please share them with Jane Black, she would love to share them in the Newcastles of the World newsletter. [jgblack@rogers.com](mailto:jgblack@rogers.com)

#### 10. CIP:

n/a

11. New Business: n/a

**12. Next meeting, Thursday, April 8th, 9:00am at Town Hall**

13. Motion to adjourn meeting by Jane Black seconded by Theresa Vanhaverbeke