



PRESCOTT BIA BOARD OF MANAGEMENT

Minutes

November 9 2021 | 6:00 p.m.

Remote meeting

Attendance:

Board: Tracey Young, Dawn Tutecky-McDougall, Kevin Bunce, Karen Martin, Brett Todd, Pearl Visser, Jeanne Fox Dibble

Staff: Matthew Armstrong, Dava Valentyne, Justin St. Pierre, Elizabeth Lawless

1. Call to Order

BIA Chair Kevin Bunce called the meeting to order at 6:02 PM

2. Approval of the Agenda

Moved by Jeanne Fox-Dibble, seconded by Karen Burman-Martin that the agenda be accepted as presented.

CARRIED.

3. Declarations of Interest - None

4. Delegations/Presentations

a. Shawn Merriman, Manager of Building and Bylaw Services, Town of Prescott, presented on new Property Standards and Vacant Building Registry Bylaws.

5. Minutes of the Previous Meeting:

Moved by Karen Burman-Martin, seconded by Pearl Visser, that the minutes dated October 12, 2021 be accepted as presented.

CARRIED.

6. Committee Reports

No Committee Reports were submitted.

7. Staff Updates

a. Digital Main Street Update

Elizabeth Lawless, Digital Main Street Coordinator, delivered an update on the Digital Transformation Grant and the Fall South Grenville DMS Webinar Series.

b. BIA Coordinator Update

Justin St. Pierre, Business Development Officer, provided updates on the BIA Turkey Trot, Small Business Week Promotions, Halloween Activities, the Farmers' and Crafters' Market, and plans for the 2021 Holiday Market.

Moved by Pearl Visser, seconded by Karen Burman-Martin that the BIA allocate funds for a Downtown Promotion Raffle associated with the 2021 Holiday Market.

CARRIED.

c. Staff Update

Elizabeth Lawless and Dana Valentyne presented on the Prescott #ShopLocal Holiday Passport Program.

Moved by Pearl Visser, seconded by Jeanne Fox-Dibble that the BIA allocate \$500 to support a portion of the Prescott #ShopLocal Holiday Passport program.

CARRIED.

8. Financial Report

Tracey Young, BIA Treasurer, provided an update on the Prescott BIA budget for 2021.

Moved by Tracey Young, seconded by Karen Burman-Martin that the Financial Report be accepted as presented.

CARRIED.

9. Committee Roundtable – New Business/Discussion

- *Kevin Bunce raised the idea of organizing BIA Trivia Nights similar to those at Once@426.*

10. Adjournment:

Moved by Pearl Visser, seconded by Tracey Young that the meeting be adjourned to December 14th.

CARRIED.