

Morrisburg BIA

Meeting Minutes

Tuesday, July 4, 2023

Commence: 5:15 p.m.

Present: David Lapp, Kathy Moger, Victoria Windle, Victoria Callery, Marguerite Baker, James Arsenault, Arla Veinotte, Tracey Veinotte, Cole Veinotte.

Regrets: Helen Derix

- **Approval of Agenda** – moved by Kathy, seconded by David- passed
- **Approval previous minutes** – moved by David, seconded by Kathy - passed
- **Welcome Guests Mayor Jason Broad and Clerk Crystal Lebrun**
 - Crystal gave a presentation on the Committee Handbook.
 - The goal of the handbook is to unify the processes, including minutes of meetings, requests for approval from Council and recommendation reports.
 - The MOU is still in the planning process.
 - **Action: Heidi** will ensure each Board member receives a copy of the handbook and forward all minutes from 2023 BIA meetings to Crystal. **Heidi** will meet with **Crystal** to discuss the MOU between the BIA and the Chamber, as well as the BIA and the Municipality.
- **Concerns by Businesses**
 - Speeding down Main Street needs to be addressed by the OPP as it is a public street
 - It was also discussed that while some businesses were concerned that although bollards have been placed, vehicles are still driving and parking on plaza and creating a hazard for pedestrians, other businesses have expressed concern and are opposed to the bollards as it hinders delivery and repair truck access, particularly when their units do not have a back entrance. Access by EMT vehicles was also a concern.
 - Garbage in front of the Clock Tower was discussed. The possibility of businesses placing their garbage/recycle at the South End of the Plaza was considered.
 - The Board has requested that the Municipality notify the coordinator of any upgrades, repairs etc. to the Plaza prior to beginning work to notify the businesses.
 - **Actions:**
 - **Council** will review the concerns of the business with regards to the bollards.
 - **Heidi** and **David** will draft a letter to be sent out to the businesses to request garbage be placed at the south end of the plaza.

- Moving forward the **Municipality** will make every effort to inform the BIA prior to any upgrades, repairs etc. taking place at the Plaza. This will give Heidi time to inform the businesses.
- **Updates on BIA and Chamber**
 - Still waiting on Memorandum of Understanding
 - Action: **Heidi** will meet with **Crystal** to discuss.
- **Flower Beds**
 - The cost at the present time is \$2, 936.51
 - The islands in the parking lot are cleaned but weeds are growing quickly
 - We are awaiting an updated quote from Andrew Vanmorsel for placing the Riverstone
 - An alternative to Riverstone was suggested, the use of wood chips provided by the Municipality. Currently the Municipality does not have any available.
 - Motion to move ahead with the project once the quotes have been submitted will be via email prior to the next meeting to expedite the work.
 - Action: **Heidi and Arla** will continue to look after flowers, we will wait for the revised quote from Andrew then vote via email for approval.
- **Financial Update**
 - The BIA will purchase a laptop and accounting package for Heidi
 - Crystal and Heidi will meet to discuss the takeover of finances back to the BIA
 - **Action: Heidi** will look at a laptop and accounting package.
- **Pre Canada-Day Feedback and future events**
 - Pre Canada-Day went well. The total cost was \$1859.00
 - It was motioned by Kathy and Seconded by Arla for Heidi to pay the outstanding invoices.
 - The combined cost for the Easter Festival and the Pre Canada-Day event totaled \$3,829.89
 - Events for next year need to be discussed and approved prior to The December 2023 Council meeting for approval.
 - Possible Christmas Event and 2024 events will be discussed at the September 5th meeting.
- **Next meeting: September 5, 2023**
- **Adjournment:** moved by David, seconded by Kathy – approved at 6:15 p.m.

