



## MINUTES - MEETING OF THE UXBRIDGE BIA BOARD OF MANAGEMENT

Tuesday

June 22<sup>nd</sup>, 2021 7:00 p.m.

LOCATION: Microsoft Teams, UXBRIDGE, ONTARIO

**Attendance:** Christina Curry, Willie Popp, Todd Snooks, Alexa McCarthy, Valerie Little, Sameer Remtulla

**Guests:** Delegate Wai Ying DiGiorgio, TPP; Judy Risebrough, Chair of Uxbridge Downtown Revitalization Project

**Regrets:** Stuart Mulcahy, Trish Bush

- **1.0 CALL TO ORDER** - 7:03 p.m.
- **2.0 APPROVAL OF DRAFT AGENDA for meeting dated May 18<sup>th</sup>, 2021**
  - Motion: Willie | First: Alexa | Second: Val > Approved
- **3.0 DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF**
  - None
- **4.0 DELEGATION BY WAI YING DIGIORGIO, THE PLANNING PARTNERSHIP AND JUDY RISEBROUGH, UDRP**

Ms. DiGiorgio presented an overview of the 3-stage project, with TPP currently completing Stage 2. She discussed three Design Elements made up of Historic Buildings, Public Spaces (existing and potential), and Streets – taking truck traffic, parking, accessibility and trails into consideration. Three ‘feature’ precincts were identified within the Focus Area of Toronto and Brock Streets. These were built into a framework designed to encourage movement via pedestrian traffic, cultural features and long-term development as part of a cohesively designed approach to streetscaping, parking and seating. Judy added that the Region has been helpful in looking at ways to reduce truck traffic in downtown Uxbridge. The Board looks forward to attending the upcoming Public Workshop on June 28<sup>th</sup> 2021.
- **5.0 ADOPTION OF MINUTES for Special Meeting dated April 29<sup>th</sup>, 2021**
  - Motion: Alexa | Second: Willie > Approved
- **6.0 CORRESPONDENCE**
  - **6.1 Email – Bob Kirvan, re: ice cream**

As large group gatherings are not currently allowed the Board tabled this suggestion for future consideration.
  - **6.2 Email – Josh Machesney, Deputy Clerk re: Accessible Patio Designs**

This is a good reference document to save and provide to new BIA members as well as existing members, to remind them to plan for full accessibility by 2024.
  - **6.3 Email – Don Cook, DRP Survey**

Christina has shared this survey across social media; Alexa suggested it be provided in-store along with a QR-code. Julia will coordinate, find out where completed hard copy surveys should be delivered, and share the link to BIA members via email.
  - **6.4 Email – Hailey Weatherbee, Muskoka chair seating throughout BIA zone**

The Board liked the idea of increased seating in the downtown area, and felt this may be incorporated into the DRP’s future plans.
- **7.0 REPORTS AND UPDATES**
  - **7.1 COVID**

Businesses of all types are excited and apprehensive about the expected arrival of Stage 2 Reopening in the coming week.

- **7.2 Tourism**

Julia opted to take part in future Tourism Committee meetings when available, thereby providing a voice of support for BIA businesses at the planning stage. Alexa queried the possible use of the snack bar/washroom building on Main St at Elgin Pond, for use with local food service providers/the upcoming Local Food Month/Holiday Trail. Willie explained that this building falls under the Parks Dept and likely not in the current budget to renovate. Todd offered to look into its possible use as is in the interim. Alexa and Val reported that businesses wishing to take part in last year's Holiday Trail were required to apply for the 'Safe Travels Stamp' provided via the TIAO. Christina and Julia offered to create some social media promoting this stamp to BIA members.
- **7.3 Beautification Update** – see 11.2 for invoice discussion
- **7.4 Succession** – Christina reported that new owners (Rileys) of 1 Brock St W are interested in joining the BIA.
- **8.0 CULVERT UPDATE**

Willie reported that Brock Street has been repainted and reopened, although some pooling water requires attention. Also noted was the fact that flower baskets and banners were unable to be installed during construction, so Todd will look into having extra baskets installed. Julia will get a quote on an additional Canada Day banner installed.
- **9.0 NEW WEBSITE UPDATE**

Julia will begin populating the new website with copy sourced from the old BIA website.
- **10.0 NEW BUSINESS**
  - **10.1 July Event** - Christina explained the proposed Bingo game, devised by Val and Stu. Several Board members suggested various slight improvements i.e. themed cards tied to types of local businesses; inviting BIA members to opt in before cards are printed; tying it into Local Food Month; or including local cultural attractions on the cards. It was agreed the Executive team would meet with Val and Stu to move this forward.
  - **10.2 Metal Banners** – Todd reported on his call with Kim of Beaverton Metalworks. Kim's recommendation was to request simplified designs from artists, as due to the very detailed artwork provided on the Brock Township project, he had to farm out much of the work to other suppliers with more technical equipment. Kim felt the weathered finish on the metal banners caused them to visually disappear into the trees and heritage buildings, and recommended either applying a coloured powder coat or creating ours in coloured acrylic. It was suggested perhaps we hold this project until the DRP is farther along, in order to consider installation along potential new walkways or feature areas. It is not clear whether Beaverton Metalworks produces acrylic banners, or whether another contractor would need to be sourced. Christina offered to take photos of Sunderland's banners this weekend to see how visible they are.

Christina shared that Sabrina and Leslie are excited to take roles on the sub-committee and to meet with AVEC.
  - **10.3 Canada Day Advertising** – The Board decided that advertising purely for brand recognition is not required.
- **11.0 FINANCE / BUDGET**
  - **11.1 Motion to approve the 2020 Draft Financial Statements provided by the Treasurer of the Township.**
    - Motion: Todd | Second: Alexa > Approved
  - **11.2 Invoices – Otters** Christina discussed issues surrounding the availability/timing/selection of planters this year, comparing this year's single genus variation with prior year's 5-variety planters. Concern was voiced over using a non-BIA business, the quality and value of the current planters considering we are entrusted with tax dollars from struggling businesses to make this purchase. Mention was made that the Parks planters do not match our baskets, as was promised.

As well, the eSolutions website invoice has come in \$1,500 higher than quoted. The Board will hold on paying both invoices until agreeable totals have been attained.
- **12.0 BOARD ROUND TABLE**
- **13.0 ADJOURNMENT** – 9:06 p.m.