

**PRESCOTT AND DISTRICT CHAMBER OF COMMERCE**  
**BOARD OF DIRECTORS MEETING**  
**APRIL 19, 2006**

President Ralph Legere called the meeting to order at noon at the Bridgeview Restaurant. Present were Vice-President Lisa Smith, Treasurer Allan Norton, Directors Bill Pakeman, Heather Lawless, Robert Lawn, Sharon Spychi, Tom Doyle, Brenda Kenney, Ray Young, Ken Rundle, Anne Sawyer, Mike Baril, Tina Murray, Matt Rowbotham, members Gary Dewar, Tim. Ruhnke, Robert Haller, Robert Pelda, Chuck Street, Bill Martineau, Derek Abma and guest Monica Whitney. Minutes recorded by secretary Debbie Lawless.

**1. INTRODUCTION OF GUESTS:** Guest speaker Chuck Street, Project Supervisor for the new gateway signs, presented an update on the sign project. Chuck noted some delays were encountered due to environmental assessments, locating stone masons, the time of the year and weather conditions. The project will now cost close to \$100,000 to complete it. Extra costs incurred because of having to use concrete poured walls, heaters and tents for workers, pumping out water and using more concrete due to very swampy ground (SGDHS location), etc. Approximately \$5,459.00 is still needed to complete the project. Chuck proposed a request to the Chamber to donate \$2,500.00. Chuck will submit a project funding application to the Finance Committee for review.

**2. APPROVAL OF AGENDA:** The agenda for April 19, 2006 was approved on motion by Bill Pakeman and seconded by Tina Murray. (8 for 0 opposed). Carried.

Bill Pakeman also motioned and Tina Murray seconded a sympathy card be sent to our Director Mary Lou Murray in the passing of her Mother. (9 for 0 opposed). Carried.

**3. REVIEW OF AND BUSINESS ARISING FROM LAST MONTH'S MINUTES:** No report presented.

**4. APPROVAL OF LAST MONTH'S MINUTES:** The minutes for March 15, 2006 were approved as circulated on motion by Bill Pakeman and seconded by Ken Rundle. (8 for 0 opposed). Carried.

**5. PRESIDENT'S REPORT:** Ralph Legere reported he had met with some committees and reports will follow under Committee Reports.

**6. VICE-PRESIDENT'S REPORT:** Lisa Smith highlighted some of the positive points received in regards to the 1<sup>st</sup> Impressions community exchange program. The downtown has lots of character, great historical buildings, is clean and inviting, has lots of green space, a fabulous waterfront, Fort Wellington, golf club, diving areas, Shakespeare theatre, etc. Also the town was very friendly, helpful and lots of information was available. Some negatives found were the railway separates the town, windows were unattractive, one only needed little time to shop, low retail mix, a lack of specialty shops and the participants were sent out of town a number of times and businesses seemed discouraged and unenthusiastic. They especially raved about the Prescott Merchant brochure which was liked so much they are going to reproduce one for their community. Lisa stated last month's approval by the board to reprint the brochure, is money well spent.

Lisa has received quotes from the Journal and EMC to reprint these brochures and the printed was awarded to EMC, as it was the lowest quote. To stay within the Chamber's motion and save money for budget purposes, changes are being made on the disc made by Jason Rooney. This is a work in progress and will be going to the printer as soon as possible.

Lisa also noted all comments have been positive in regards to the new Welcome signs and many talented people gave their time and expertise to this project which is evident in the quality of workmanship and finished project, they are amazing. What a statement for Prescott, "Welcome, we are open for business!"

No meetings have been held recently for the Downtown Steering Committee.

Lisa noted a Municipal Cultural Planning Forum will be held on May 12, 2006 in Perth. Keynote speaker will be Glen Murray, former Mayor of Winnipeg, who will be speaking on the importance of Municipal Planning and Development. Workshops will also be held for cultural mapping, downtown revitalization, cultural tourism, cultural spaces and historic places.

7. **TREASURER'S REPORT:** Allan Norton presented the treasurer's report for period ending March 31, 2006. The financial statement was accepted on motion by Sharon Spychi and seconded by Robert Lawn. (7 for 0 opposed). Carried. Copy enclosed.

8. **SECRETARY'S REPORT:** Debbie Lawless reported she is waiting for quotes on the Chamber's membership plaques. Anyone wishing to quote on them may contact Debbie at 925-2171 or at [prescottchamber@ripnet.com](mailto:prescottchamber@ripnet.com) for more information.

9. **CORRESPONDENCE:** A list of correspondence received for April 2006 was distributed to all present.

#### 10. **COMMITTEE REPORTS:**

1. **FINANCE:** Lisa reported this committee met on Monday. The Harbour Days committee requested a donation from the Chamber to support activities being held in May. Discussion was held and it was motioned by Lisa Smith and seconded by Sharon Spychi to donate \$1000.00 to the Harbour Days events. (9 for 0 opposed). Carried.

2. **PROGRAM AND PLANNING:** Sharon Spychi reported the Annual Dinner Committee met and help is needed for our dinner and awards banquet being held on Monday evening, April 24, 2006. Also donations are still needed for the silent auction. Please contact Sharon at 925-5700 if you would be available Monday afternoon and/or to donate to the auction.

Sharon suggested a criteria be set up and placed on our website for persons wishing to nominate people for our annual awards. Anyone with ideas or concerns may contact Sharon at 925-5700.

Sharon explained a new award which will be created and presented starting this year and annually at our awards banquet. This award would recognize the non-profit sector in memory of Rev. Gerry Ring. Gold Key Realty has offered to sponsor this award annually.

Discussion was held and it was motioned by Sharon Spychi and seconded by Lisa Smith to proceed with this new award in memory of Rev. Gerry Ring for the non-profit sector. (9 for 0 opposed). Carried.

Heather Lawless suggested we could get different sponsors for our annual awards each year as there are businesses who may wish to do so. Sharon will make note of this to the committee for future awards.

3. **MEMBERSHIP:** Bill Pakeman reported two new members.

Total Move Management,  
Prescott, Ontario  
(Mike McIntosh)  
(Relocation and Transportation Services)

Anne B. Gregory,  
Prescott, Ontario  
(Family Law Firm)

These two new members were approved as presented on motion by Mike Baril and seconded by Bob Pelda. (10 for 0 opposed). Carried.

Bill Pakeman reminded everyone the Chamber must re-invest 10% of the Chamber's Insurance Plan fees back into promoting the plan. An adhoc committee was formed last month to prepare a kit for new members to promote the insurance plan and look at ways to advertise the plan which is available to all Chamber members. It was motioned by Mike Baril and seconded by Robert Lawn to spend 10% of the Chamber's insurance plan fees to promote the Chamber's plan. (11 for 0 opposed). Carried.

#### 11. LIAISON REPORTS:

1. **TOWN OF PRESCOTT:** Robert Pelda reported the sale has been completed to Guy Saumure and Sons for the new OPP detachment to be located on Development Drive and to be completed and occupied by October 2006. Robert also noted you may access a commercial/industrial park profile and community profile at [www.southgrenville.com](http://www.southgrenville.com).

The road and lot plans have been altered for the new subdivision. Two lots have been sold with the sale of 2-3 more expected this week.

The tender for Phase 2 of the storm drain has been received and will proceed when 6 to 10 lots are sold.

Joe McFarland has been hired and is starting on basic design work for the downtown plan. He has written specifications for a base survey and lighting study. The base survey and light study work is being tendered now.

The final version of the budget and taxes is expected May 1, 2006. A 0% tax increase is expected for the third year in a row now. Council is trying to make taxes competitive within the region. The Chamber will sponsor a breakfast meeting on May 9, 2006 at the Prescott Legion commencing at 7:00 a.m. to present the draft budget for 2006. Cost is \$8.00 per person.

A new business plan will be ready soon for the water/sewer rates. This is now a separated budget process with no cross-subsidy from tax base and will be based on the ESL Business Plan and Watertight report. It will be self-financing and self-sustaining into the future and a one-rate system, eliminating general/residential classifications and will be competitive with other Eastern Ontario municipalities that have implemented the Watertight Report and Walkerton recommendations.

Robert also reported Tourism is gearing up for another season and presently developing a plan to improve the Museum as a Welcome Centre. Prescott Tourism is now a part of the Province's "Premier Destination" program to market the 1000 Islands and Seaway district. Also Robert noted Tourism needs to be promoted for growing economy and job development (can be year round), tourism services improve quality of life for residents (restaurants, shops, entertainment) and quality of life attracts businesses.

2. **TOURISM:** Robert Pelda reported grants may be available towards improving the Museum.

3. **SGED COMMITTEE:** No report presented.

4. **BIA:** Ray Young reported the BIA is continuing to work on their budget and plans for 2006.

Ray also reminded everyone of the Breakfast meeting, sponsored by the Chamber, to present the Town's draft budget for 2006.

Bill Pakeman congratulated Ray and Vivien Young on their store front renovations.

12. **NEW BUSINESS:** Robert Pelda raised his concerns to Ralph Legere regarding a recent article published in the Recorder and Times newspaper which portrayed views of our Chamber. Discussion ensued and it was felt by some in attendance these views were not of the Chamber as a whole.

13. **OTHER BUSINESS:** Robert Lawn reported the water/sewer rates plan will be in place by May 1, 2006.

Robert also met with the United Counties, Gananoque, Brockville and Mayors and it will take approximately \$19 million for public housing, child services, ambulance services, etc. and this budget is to increase 5-6% this year and is not covered by the Government.

Robert Haller reported the Joint Coordinator position has been filled by Monica Whitney. This is a valuable position and cost would be approximately \$4500.00 for 9 months for each of the four groups (BIA, Town, Tourism and Chamber). The Chamber has not yet agreed to take part in sharing the salary for this position.

Heather Lawless noted once again the Chamber's portion could be paid by the monies received through fundraising projects and events instrumented by the Joint Coordinator position. Heather also noted it was worth the value and the Chamber could give the Joint Coordinator guidance and articulate up front and identify the needs and wants of the Chamber.

Discussion was held and Robert Pelda proposed the motion and Sharon Spychi seconded to support the Joint Coordinator position by contributing up to \$4000.00 with the Joint Coordinator reporting at our monthly meetings her/his activities and projects and to review our position at the end of nine months. Robert amended this motion and Bill Pakeman seconded to have a representative from the Chamber sit on the Joint Coordinator committee and to establish our criteria for a mandate of what the Chamber wants. (9 for 2 opposed). Carried.

Robert Haller introduced Monica Whitney, our new Joint Coordinator.

14. **NEXT MEETING:** The next Board of Directors meeting will be held on **WEDNESDAY, MAY 17, 2006** at the **BRIDGEVIEW RESTAURANT** commencing at noon. "Everyone Welcome".

15. **ADJOURNMENT:** The meeting adjourned at 1:20 p.m. on motion by Ken Rundle and seconded by Matt Rowbotham. (8 for 0 opposed). Carried.

**PRESCOTT AND DISTRICT CHAMBER OF COMMERCE  
FINANCIAL REPORT AS AT  
March 31, 2006**

**BANK BALANCE December 31, 2005**

Current Account	\$ 3,457.10	
Items Outstanding	(1,101.38)	
Mutual Fund Investment	16,591.14	\$ 18,946.86

**Plus Income**

Membership	4,869.90	
Annual Dinner	0.00	
Insurance	1,001.34	
Special Events	0.00	
Directory	0.00	
Golf Tournament	200.00	
Interest	99.87	
Misc.	0.00	
50/50 draws	87.00	<u>6,258.11</u>
		\$ 25,204.97

**Less Disbursements**

Membership	\$ 1,563.27	
Annual Dinner	106.91	
Special Events	0.00	
Golf Tournament	0.00	
Stationary	48.85	
Salary & Wages	600.00	
Advertising	00.00	
Postage	163.19	
Insurance	0.00	
Bursaries/Donations	0.00	
Misc.	280.25	<u>2,762.47</u>
		\$22,442.50

**BANK BALANCES March 31, 2006**

Current Account	\$10,858.40	
Mutual Fund	<u>11,691.01</u>	
(Cheques Outstanding)	106.91	\$22,442.50

