

**PRESCOTT AND DISTRICT CHAMBER OF COMMERCE  
BOARD OF DIRECTORS MEETING  
APRIL 18, 2007**

President Lisa Smith called the meeting to order at noon at the Bridgeview Restaurant. Present were Directors Marilyn Ashby, Mike Baril, Jim French, Brent Laton, Heather Lawless, Robert Lawn, Beth Morris, Chris O'Reilly, Bill Pakeman, Matt Rowbotham, Ken Rundle, Anne Sawyer, Bryan Somerville, Sharon Spychi, Ray Young, members Larry Dishaw, Gerald Hasiuk, Pat Sayeau, Peter Leclair, Coordinator Monica Whitney and guests Keitha Boyd and Richard Bennett. Minutes recorded by secretary Debbie Lawless.

1. **INTRODUCTION OF GUESTS:** Lisa Smith welcomed and introduced Keitha Boyd of Curves in Prescott and Bill Pakeman introduced Richard Bennet, the new CAO for the Township of Augusta.

2. **APPROVAL OF AGENDA:** The agenda for April 18, 2007 was approved on motion by Bill Pakeman and seconded by Ray Young. (7 for, 0 opposed). Carried.

3. **REVIEW OF BUSINESS ARISING FROM LAST MONTH'S MINUTES:** Discussion was held in regards to the Chamber holding a clinic to process passport applications and it was decided it would be a good idea as there is a need for it. Chris O'Reilly offered to provide the space at his store to hold the clinics free of charge. Larry Dishaw noted he was not happy with the present system where only the Mayors can sign documents and not their staff and the government should be requested to change the signing regulations. Perhaps the Chamber could work through MP Gord Brown's office to change this regulation.

Heather Lawless suggested the Chamber could work jointly with the Brockville Chamber of Commerce and do clinics at the same time.

Discussion was held and Sharon Spychi motioned and Bill Pakeman seconded our Chamber work in conjunction with the Brockville Chamber of Commerce to hold passport clinics to process applications on a regular basis. (7 for, 0 opposed). Carried.

Monica will obtain more information on organizing and arranging the clinics.

Lisa is following up on the idea of the Chamber hosting a "Prescott Night at the Races" with Lisa Richardson, Marketing Representative for the Rideau Carleton Raceway in Ottawa.

4. **APPROVAL OF LAST MONTH'S MINUTES:** The minutes for March 21, 2007 were approved as circulated on motion by Robert Lawn and seconded by Anne Sawyer. (9 for, 0 opposed). Carried.

5. **PRESIDENT'S REPORT:** Lisa reported the Chamber's Annual Award Dinner was another success and congratulated all award winners. Lisa also thanked the Annual Awards and Dinner Committee and the Silent Auction Committee for doing a great job organizing the event especially Marylou Murray, Sharon Spychi, Heather Lawless, Anne Sawyer and Mike Baril. Lisa also thanked the Prescott Golf Club for their assistance.

Lisa noted the Merchant Directory brochure are in the final stages of proofing and thanked Monica for her help with this. Lisa asked the Board if they would consider its' motion of last year to pay for printing costs. Lisa gave two quotes for printing, Henderson Printing at \$1525.00 and St. Lawrence Printing at \$1220.00. The Chamber approved \$2200.00 for last year's printing.

Discussion was held and Sharon Spychi motioned and Bill Pakeman seconded the Chamber pay for printing 2000 color copies of the Merchant Directory brochure but not to exceed last year's amount of \$2200.00 and award the printing to St. Lawrence Printing. (7 for, 0 opposed). Carried.

6. **VICE-PRESIDENT'S REPORT:** No report presented.

7. **TREASURER'S REPORT:** The treasurer's report for period ending March 31, 2007 was presented by Ken Rundle. The financial statement was approved on motion by Ken Rundle and seconded by Chris O'Reilly. (8 for, 0 opposed). Carried. Copy enclosed.

8. **SECRETARY'S REPORT:** Debbie Lawless reported the Chamber's new email address is now [prescottchamber@xplornet.com](mailto:prescottchamber@xplornet.com). Debbie also thanked all those involved in presenting the plaque to her in recognition of her 23 years of working for the Chamber and her 300<sup>th</sup> meeting at the Annual Awards Dinner. Many thanks!

9. **CORRESPONDENCE:** A list of correspondence received for April 2007 was distributed to all present.

Item #5: Henderson Printing sent ad information for the scuba diving map they are publishing called Wrecks of the Eastern Lake Ontario and Upper St. Lawrence. Bill Pakeman suggested the Chamber pass for now on purchasing an ad in this brochure. Discussion was held and it was motioned by Bill Pakeman and seconded by Chris O'Reilly the Chamber deny the request to purchase an ad in the scuba diving map brochure. (8 for, 0 opposed). Carried.

Lisa noted Renata Kimmerly sent information on the metering of private wells. You may contact Lisa for more information at 925-4441.

Ken Rundle noted the need for the Prescott Food Bank has risen 32% in one year. Ken noted the Bank is holding a community partners event in June either in Prescott or Cardinal and has requested the Chamber's support. They are asking for \$100.00 from each local business. It was suggested the Chamber donate \$100.00 to each depot, Prescott and Cardinal.

Bill Pakeman noted this request should be forwarded to the finance committee but suggested \$500.00 be donated to the food bank to distribute per their discretion. Discussion was held and it was decided the Food Bank submit a proposal for funding application to the Finance Committee. Ken urged all businesses to support this worthwhile event as the Food Bank works tirelessly to support our local residents in need.

10. **COMMITTEE REPORTS:**

1. **FINANCE:** No report presented.

2. **PROGRAM AND PLANNING:** Sharon Spychi reported the Annual Dinner Committee will be meeting shortly and report next meeting.

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

Grenville Arms Bistro  
Prescott, Ontario  
Ted Johnston  
(Restaurant)

Township of Augusta,  
Prescott, Ontario

The Colonel's Inn,  
Prescott, Ontario  
Geoffrey and Jane Hamilton  
(Home and Business Accommodations)

Sagatay Holdings Limited,  
Cardinal, Ontario  
Patrick Sayeau  
(Investment Company)

Matt Rowbotham,  
Iroquois, Ontario  
(Non-business member)

These five new members were accepted on motion by Bill Pakeman and seconded by Brent Laton. (10 for, 0 opposed). Carried.

11. **LIAISON REPORTS:**

1. **TOWN OF PRESCOTT:** Ray Young reported Council is still in budget deliberations and suggested the Chamber host a breakfast meeting to present the budget to the public.

Ray reported recent news for Prescott includes an expansion for Kriska and the renovating of 25,000 square feet of warehouse space at the RCA building into office space, two new buildings next to Beach's Hardware are planned but not yet approved and The Colonel's Inn and Grenville Arms Bistro are under new ownership and open for business. Also Larry Henderson, Area Manager of Mr. Shredder, has opened at the previous Haycore site and the opening of the new OPP station will take place Friday morning.

2. **AUGUSTA TOWNSHIP:** Bill Pakeman reported Council is presently in budget deliberations.

3. **EDWARDSBURGH/CARDINAL TOWNSHIP:** Mayor Larry Dishaw reported on items which included they have purchased an ad in the local Scuba Diving map, they are supporting the Xmas to Remember event to be held later this year and the Labor Days Committee is working on plans for their 2007 events. Council is examining phase 4 and 5 of the subdivision lots and reviewing the bridge section on Lewis Street in Cardinal.

Also a feasibility study for water and sewage extension from Highway 401 to Cardinal is still being worked on. Council is supporting the Edwardsburgh/Cardinal Business Association in power options for the township. An energy audit will have to be performed at all facilities in the township.

4. **SGED COMMITTEE:** Sharon Spychi reported she contacted Robert Haller to meet with the new Council but they are not yet ready to meet.

5. **GCFDC:** Heather Lawless reported Small Business Consultant Ben Tekamp is on medical leave and Karen McDonald-Hurley has been hired for a three month term.

The next 8 week Business Plan Development Workshop commences May 2007. The next program information and orientation session is scheduled for May 17, 2007 at 1:00 p.m. in Brockville and pre-registration for the session is required. For more information contact Elaine Deschambault at [seb@grenvillecfdc.com](mailto:seb@grenvillecfdc.com) or 925-4275 ext. 25.

The EOD Fund is now accepting applications which are posted on the GCFDC website at [www.grenvillecfdc.com](http://www.grenvillecfdc.com) or by contacting Teri Devine, EODP Project Coordinator at 925-4275 ext. 26.

The loan limit for Business Financing is \$150,000 per business effective April 1, 2007. For more information contact Mike O'Keefe, Business Development Officer at 925-4275 ext. 22 or go to [www.grenvillecfdc.com](http://www.grenvillecfdc.com).

In regards to Business Consulting there are no cost consultations and referrals. Contact Mike O'Keefe at 925-4275 ext. 22 or go to [www.grenvillecfdc.com](http://www.grenvillecfdc.com) for more information.

#### 6. **COORDINATOR'S REPORT:**

**CHAMBER:** Monica reported she has updated the Merchant Directory and has redesigned the Chamber's membership application form.

**TOURISM:** Monica fulfilled requests for tourism information packages, wrote profiles and submitted photos as requested by regional vacation guides and wrote a grant application to Services Canada to have two student positions at the Forwarder's Museum this summer. Monica also attended a day-long tourism-business investment partnership strategy workshop in Kemptville sponsored by Ontario East, Industry Canada and FedNor.

**BIA:** Monica obtained quotes and information for refurbishing Christmas wreaths, arranging involvement in the hockey tournament, meeting attendance and minutes preparation and distribution.

**ECONOMIC DEVELOPMENT:** Monica updated Prescott's website, arranged for advertising in the Grenville County map and performed basic updating on the Community Improvement Plan and map.

12. **NEW BUSINESS:** Gerald Hasiuk noted our Annual Dinner's guest speaker, Frank McAuley, suggested three ways to attract people to Prescott and that we should followup on these.

Lisa noted the BIA, Prescott Garden Club and Shakespeare Blossoms are working on ordering 50 hanging baskets to be placed in the downtown core and refurbishing planters. The community service and waterfront signs are also being resurrected.

Keitha Boyd of Curves also agreed we must get U.S. visitors to our town and her owner is diligently working on getting U.S. people over here.

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Lisa readdressed the Shakespeare Festival request for the Chamber to up our donation of \$4000 and purchase a Diamond sponsorship for \$5000. Bill Pakeman suggested to maintain our funding of \$2000 twice a year. Brent Laton suggested donating \$2000 now and revisit this request in the fall. Sharon Spychi noted we should also help by volunteering at the Festival.

Discussion was held and it was motioned by Bill Pakeman and seconded by Ray Young to donate \$2000 now and revisit in the fall to donate another \$2000. (7 for, 0 opposed). Carried.

Ray Young also noted Directors should be attending the plays with their families and friends, especially on the night sponsored by the Chamber, all seats need to be filled!

13. **OTHER BUSINESS:** No report presented.

14. **NEXT MEETING:** The next Board of Directors meeting will be held on **WEDNESDAY, MAY 16, 2007** at the **GRENVILLE ARMS BISTRO**, 513 King Street, West in Prescott, commencing at noon. "Everyone Welcome".

15. **ADJOURNMENT:** The meeting adjourned at 1:15 p.m. on motion by Robert Lawn and seconded by Mike Baril. (7 for, 0 opposed). Carried.

**Prescott & District Chamber of Commerce  
Financial Report as of March 31, 2007**

<b>Bank Balance December 31<sup>st</sup>, 2006</b>		
<b>Current Account</b>	<b>\$9,916.30</b>	
<b>Items Outstanding</b>	<b>( 1,600.00)</b>	
<b>Mutual Fund Investment</b>	<b>11,977.42</b>	<b>\$20,293.72</b>
<b>Plus Income:</b>		
<b>Membership</b>	<b>\$4,894.30</b>	
<b>Annual Dinner</b>	<b>0.00</b>	
<b>Insurance</b>	<b>748.63</b>	
<b>Special Events</b>	<b>0.00</b>	
<b>Golf Tournament</b>	<b>0.00</b>	
<b>Interest</b>	<b>101.32</b>	
<b>Misc.</b>	<b>0.00</b>	
<b>Vacation Guide</b>	<b>0.00</b>	
<b>50/50 Draws</b>	<b>40.00</b>	<b>5,784.25</b>
		<b>\$26,077.97</b>
<b>Less Disbursements:</b>		
<b>Membership</b>	<b>\$1,671.83</b>	
<b>Annual Dinner</b>	<b>0.00</b>	
<b>Special Events</b>	<b>0.00</b>	
<b>Golf Tournament</b>	<b>0.00</b>	
<b>Stationary</b>	<b>0.00</b>	
<b>Salary &amp; Wages</b>	<b>700.00</b>	
<b>Advertising</b>	<b>0.00</b>	
<b>Postage</b>	<b>219.51</b>	
<b>Insurance</b>	<b>0.00</b>	
<b>Bursaries/Donations</b>	<b>3,600.00</b>	
<b>Vacation Guide</b>	<b>0.00</b>	
<b>Misc.</b>	<b>343.44</b>	<b>\$ 6,534.78</b>
		<b>\$19,543.19</b>

<b>Bank Balance March 31, 2007</b>		
<b>Current Account</b>	<b>\$7,464.45</b>	
<b>Mutual Fund</b>	<b>12,078.78</b>	
<b>(Cheques Outstanding)</b>	<b>0.00</b>	<b>\$19,543.19</b>
<b>Est. Future Commitments</b>		<b>0.00</b>
<b>Net funds available</b>		<b>\$19,543.19</b>