

PRESCOTT AND DISTRICT CHAMBER OF COMMERCE
BOARD OF DIRECTORS MEETING
MARCH 21, 2007

President Lisa Smith called the meeting to order at noon at the Bridgeview Restaurant. Present were Directors Anne Sawyer, Lewis Beach, Jim French, Brent Laton, Heather Lawless, Robert Lawn, Beth Morris, Bryan Somerville, Bill Pakeman, Ken Rundle, Ray Young, Marilyn Ashby, Coordinator Monica Whitney and guests Jessie Ritchie, Mayor Larry Dishaw and Patrick Sayeau. Minutes recorded by secretary Debbie Lawless

1. **INTRODUCTION OF GUESTS:** Lisa Smith introduced Jessie Ritchie, General Manager of the St. Lawrence Shakespeare Theatre Company and Edwardsburgh/Cardinal Township Mayor Larry Dishaw and Councillor Patrick Sayeau.
2. **APPROVAL OF AGENDA:** The agenda for March 21, 2007 was approved on motion by Bill Pakeman and seconded by Ken Rundle. (6 for, 0 opposed). Carried.
3. **REVIEW OF BUSINESS ARISING FROM LAST MONTH'S MINUTES:** No report.
4. **APPROVAL OF LAST MONTH'S MINUTES:** The minutes for February 21, 2007 were approved as circulated on motion by Heather Lawless and seconded by Lewis Beach. (6 for, 0 opposed). Carried.
5. **PRESIDENT'S REPORT:** Lisa Smith reported she had attended two meetings to discuss hours, duties, etc. for Coordinator Monica Whitney. In March she met with Monica to review a list of duties for the BIA and Chamber. Out of this, Monica has done up the new Chamber membership flyer, a template to record Chamber minutes and also updated the merchant brochure which is in partnership with four other groups. Jason Rooney provided a quote of \$500.00 to redo this brochure. Other groups have committed to their share of the costs. Discussion was held and it was motioned by Bill Pakeman and seconded by Ray Young the Chamber commit to its share of \$125.00 to redo the merchant brochure. (7 for, 0 opposed). Carried.

Lisa also attended a joint South Grenville Economic workshop which consisted of eight members from Prescott, Edwardsburgh/Cardinal and Augusta Township. Seven initiatives came out of the session for further investigation and pursuit for this committee.

Conan DeVries interviewed Lisa on behalf of the Chamber and BIA for the EMC Progress report.

In regards to the Recorder and Times Travel guide, 10 out of 12 ads are sold and the deadline is the end of March.

Lisa also has been added to Tourism Brockville's weekly email called "What's Happening" which lists special events, regional attractions, conferences and entertainment. Prescott is included in the email. To view this site go to www.brockvilletourism.com.

6. **VICE-PRESIDENT'S REPORT:** No report presented.
7. **TREASURER'S REPORT:** No report presented.
8. **SECRETARY'S REPORT:** Debbie Lawless readdressed quotes received regarding highspeed internet. Discussion was held and it was motioned by Brent Laton and seconded by Bill Pakeman to

purchase highspeed internet for the Chamber from Joe's Computer in Spencerville. (7 for, 0 opposed).
Carried.

Debbie also noted the new membership plaques are in and will be mailed out shortly to members who have paid their 2007 dues.

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

Brent Laton noted for the Chamber of Commerce Group Insurance Administration Fees it should be reported as revenue not fees as the Chamber receives this amount monthly and does not pay out monthly.

10. **COMMITTEE REPORTS:**

1. **FINANCE:** Ken Rundle noted the committee is preparing the Chamber's budget which will be presented at next month's meeting.

2. **PROGRAM AND PLANNING:** Marilyn Ashby reported the committee is presently busy preparing for the Annual Dinner and Awards Banquet scheduled for March 26, 2007 and noted donations are still needed for the silent auction.

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

St. Lawrence Shakespeare Theatrical Co.
Prescott, Ontario
(Theatre Festival)

New Horizon Book Inc.
Athens, Ontario
(Investment Management Co.
Linda Williams)

Brian Williams Limited,
Athens, Ontario
(Automotive and Confection Retail Sales)

Chris Slater Funeral Home
Prescott, Ontario
(Tim MacKay)

The above four members were accepted on motion by Bill Pakeman and seconded by Ray Young. (8 for, 0 opposed). Carried.

11. **LIAISON REPORTS:**

1. **TOWN OF PRESCOTT:** Ray Young reported Council is presently processing their budget.

2. **TOWNSHIP OF AUGUSTA:** Bill Pakeman reported the Township's CAO position has been filled by Richard Bennett.

He also noted Council is presently investigating the closure of the Maitland Public School due to structural and roofing problems. Council felt they should have been notified about the disrepair of the school from the Upper Canada District School Board. Members of Council attended the public meeting held by the UCDSB and requested they be notified in advance of any discussions, meetings, etc. concerning this matter in order to assist in any way possible.

3. **EDWARDSBURGH/CARDINAL TOWNSHIP:** Mayor Larry Dishaw reported construction is underway at the Greenfield Ethanol site and all permits have been issued now. Work will last for approximately 18 months to two years on the site.

Council is exploring the gasification/incineration initiatives where CO2 could be produced for dry ice and supply power to the main grid system. Two companies have made presentations.

The alternate energy (water/wind powers generation) study (84 page report) is complete and they are now looking at options for the Township. The wood centers TAG (Technical Advisory Group) study has been completed also.

The Union Gas pipeline route has been finalized (Cedar Grove Road east to abandoned rail line - south under 401 - east to GE site).

Council is looking to expanding the Edwardsburgh/Cardinal Business Association membership into the township.

Mayor Dishaw also noted there is a strong need to support a hotel/conference/rec facility east of the Prescott harbour and the Township is in full support for a project like this. Robert Lawn noted a study is being done for this type of project.

Council is also looking at possibilities of grants to pursue a footbridge in Cardinal to bike/hike to Iroquois.

A study is being done on the water/sewage extension from the 401 to Cardinal. The pavilion/docking ramp will be upgraded in Cardinal and Council is hoping to move on the 78 lot subdivision approved in 1999 and provide lots.

4. **SGEDC:** Two Chamber representatives are required for this committee. Sharon Spychi will remain as one rep and Jessie Ritchie volunteered to also represent the Chamber.

5. **GCFDC:** Heather Lawless reported the renewal for the EODF program was received and announced on March 2, 2007. The Federal government has committed to \$10 million for 2007-08. All information for the program is now posted on the website at www.grenvillecfdc.com or by calling 925-4275 (GCFDC).

6. **COORDINATOR'S REPORT:**

CHAMBER: Monica reported she spent 25.5 hours working on Chamber activities. Major projects included redesigning the chamber letterhead, creating a new chamber membership brochure, updating the merchant brochure and web site and delivering information for the Chamber's Annual Dinner and Awards Banquet.

TOURISM: Monica worked 69.5 hours for Tourism on getting quotes from and working with sign makers for the Forwarders Museum sign and also on the Winterfest Senior Games display held in Gananoque.

She also attended and reported on the War of 1812 focus group session held in Brockville and is beginning the JCP application for a full-time position at the Forwarder's Museum.

BIA: Monica worked 40.5 hours and projects included completing the Valentine promotion, obtaining quotes for refurbishing Christmas wreaths and decorating the clock Tower parking lot tree and arranging involvement for the hockey tournament (Pennants and Prescott sweatshirts given to all players). Beth Morris noted a Prescott Journal was also inserted in each players package.

Monica also worked 9 hours for Economic Development updating th web site and assisting a prospective new resident with town information and services.

12. **NEW BUSINESS:** Lisa reported Henderson Printing approached her regarding placing an ad in the Grenville County map once again. This map was in great demand. Cost is \$375.00 for a business card size ad but \$250.00 each if a block of four ads are sold. Beth Morris suggested Prescott ads be place together as it makes it easier finding information. Discussion was held and it was motioned by Bill Pakeman and seconded by Lewis Beach the Chamber advertise again this year in the Grenville County map. (7 for, 0 opposed). Carried. Monica will find out more information regarding costs and placement of ad and decide on the best option.

Also a sponsor package was received from the Shakespeare Festival to up our sponsorship to a Diamond sponsorship at a cost of \$5,000.00. The Chamber has always donated \$4,000.00. It was suggested to defer this request to next month's meeting as our budget process will be completed by then.

13. **OTHER BUSINESS:** Lisa reported Rideau Carleton Raceway in Ottawa sent a proposal to invite the Chamber to host a "Prescott Night at the Races" which would promote and benefit local businesses and create a networking environment for residents and businesses. Lisa reviewed the information sent and as some interest was shown, Lisa will contact Lisa Richardson, Marketing Representative of the Rideau Carleton Raceway for more information.

Lisa also noted Monica contacted the Royal Ottawa Health Care Group in regards to organizing an awareness/public education workshop on mental health issues for businesses but no reply has been received as yet.

14. **NEXT MEETING:** The next Board of Directors meeting will be held on WEDNESDAY, APRIL 18, 2007 at the BRIDGEVIEW RESTAURANT commencing at noon. "Everyone Welcome".

15. **ADJOURNMENT:** The meeting adjourned at 1:10 p.m. on motion by Brent Laton and seconded by Ken Rundle. (7 for, 0 opposed). Carried.