



Manotick Business Improvement Area

Board of Management Meeting

Friday April 12, 2024, 8:00a.m.

Royal Canadian Legion Branch 314, 5550 Ann Street Manotick

Welcome and Call to Order – Michelle Vandebosch, Vice – Chair assuming role of Chair in Kris Gordon’s absence.

Michelle acknowledged the Algonquin/Anishinaabe Nation, upon whose unceded territory we are gathered upon today.

Michelle also expressed appreciation to Laura Glasper, 692 Coffee and Bar for the provision of coffee for this meeting.

Roll Call

Michelle then conducted a Roll Call, attendance as noted below:

Board Members in Attendance

Michelle Vandebosch, Vice Chair	Rebel Petal
Laura Glasper, Treasurer	692 Coffee and Bar
Amanda Cameron	North Station Provisions
Shannon Guist	1134 Mill Street
Leila Hojabri	Desjardins Financial
Darpan Ahluwalia	Manotick Natural Market
Dianne Pritchard	Just Imagine Inc
George Michaliszyn	Nin Collection
Michael Mirsky	Landlord
Adam McCosham	Home Hardware
Kyra Gillis	Mansfield’s Shoes

Sarah Wright

The Wright Team RLP

David Brown

Councillor

Board Member Regrets

Kris Gordon, Chair

Ken Gordon Holdings

Manotick BIA Staff

Kelly Belair

Executive Director

Members at Large

Gary Coulombe

Manotick Messenger

Debbie Mulvihill

Manotick Kiwanis

Sheila Stewart

Manotick Office Pro

Leeanne Van Der Burgt

YOMA

Rosanne McNamee

Hearing Freedom

Nicole Rosenfeldt

Team Realty RLP

Heather Brophy

St. James Anglican Church

Lisa Daly

Enchanted Chamber

Christine McGahey

Lollies & Scoops

Call to Order

Motion to Call to Order, moved by Laura Glasper, Seconded by Amanda Cameron

Carried

Michelle opened the meeting by reminding everyone to sign in,

Michelle then announced that Dot Janz, from the Black Dog has decided to resign her position on the Board.

Michelle indicated that if any one is interested in filling Dot's vacancy until the next Board election, should contact either Kelly, Kris or herself to discuss it.

The executive will consider all applicants at the next Executive Committee meeting and announce the appointee at the next Board meeting.

At this time, Christine McGahey expressed an interest in the position. Michelle thanked Christine for her interest.

Approval of Agenda

Motion to approve the agenda, Moved by George Michaliszn, Seconded by Shannon Guist.

Carried

Approval of Minutes of March 8th, 2024

Motion to approve the Minutes of March 8th, 2024, Moved by Shannon Guist, Seconded by Mike Mirsky

Carried

Chair’s Report – Michelle Vandebosch

Michelle requested any Conflict-of-Interest Declarations.

There were none noted.

Michelle provided a brief Policy Committee update in light of Kris’s absence. The policy for Associate Member status has been delayed. The Policy Committee reviewed the issue at length at their last meeting and has agreed to defer discussion on this item until the May Board of Management Meeting. Michelle was, however, able to provide an update on policies currently under review and/or completed as follows:

Status of Policies to Date

Financial Management	Complete and Approved
Code of Conduct	Complete, all Board Members have signed and submitted.
Associate Member	Ongoing
Performance Management	To be addressed at April Policy Meeting
Manotick Money	To be addressed at April Policy Meeting

Treasurer’s Report – Laura Glasper

Michelle introduced Laura Glasper, newly appointed Treasurer.

Laura reviewed the budget process and her role as Treasurer.

Laura described the lengthy delay in receiving budget reports.

from the City of Ottawa. This month she has received the reports for December and January.

Laura then conducted a review of the two months’ reports and responded to questions.

Executive Director’s Report – Kelly Belair

Spring Fling

- Saturday April 20th, 2024

- Thanks to everyone who has let us know how they are participating. By providing us with your details, it enables us to promote your initiatives.
- The businesses who have let us know how they are participating will be highlighted on the MAA Inspirations program.
- Fiddles on the Rideau will be involved in both events to promote their upcoming festival.
- We have produced Manotick Money which will be given out at the Art Show. It is a special design, differing from the regular Manotick Money and it is only valid on Saturday the 20th.
- If you have visitors use Manotick Money on Saturday the 20th, please email Kelly, the week after the show with the amount you collected, and we will prepare the necessary check requisitions to get you reimbursed
- We will also have the Dickinson Day promo pieces available to launch at Spring Fling.

Grant Opportunities:

- I hope you are taking the time to read through our eblasts there have been 2 excellent grant opportunities recently, these are great opportunities for small businesses to get some funding.
- On behalf of the BIA I have applied for a community activator grant through my Mainstreet, I applied for \$243, 000 in funding, we will hear at the end of May if we are granted the funds.
- If we are granted the funds, it will cover beautification, new lampposts, our new branding initiatives, marketing and digital Manotick Money
- The grant with Ottawa Tourism that was part of the last eblast closes on the 29th of April so be sure to apply to be eligible.

Dickinson Days:

- Event webpage will be up next week with the schedule of events etc.
- We are encouraging businesses to participate in a sidewalk sale/promotion that day.
- Horse drawn wagon rides, inflatables and facepainting have all been booked for the Mews on June 1st.
- Another opportunity to get involved is by participating in the parade on May 31st.
- You can register for the parade on the event page.
- The fishing derby prizes will be Manotick Money (This Manotick Money prize will be the regular Manotick Money)

MCPRA – Park Opening, July 4th – BIA Booth – Lollies & Scoops

Taste of Manotick – September 14th, put it in your calendars.

Next meeting: Mike Bureau who is our BIA Liaison with the City will be here to speak at our meeting. He will address the questions that Dianne previously put forward when the Integrity Commissioner was coming.

If you have any questions for him, please submit them to Kris or Kelly in advance of the meeting.

Also, following the meeting that day we will be taking a board photo, on Main St, we hope each board member will be available for this, we ask you all to wear black.

The OBIAA conference is at the end of April in Mississauga I will be attending and will report on this at our next meeting.

Social media:

- You may have heard that we had a big issue with our social media accounts which we discovered while onboarding Evelyn.
- After several frustrating weeks we have control of our meta and Facebook account again, our Instagram page is still an issue and not recovered so we have posted a message on that page explaining that we were hacked and for anyone to report that page.
- Please follow the unhacked Instagram page @themanotickvillage

New Business in Manotick

There are four new businesses in Manotick. We will be visiting them in the coming weeks. Evergreen Dental, The Hair Cove, Manotick Shoe Repair and Desserts Lab,

Branding

Good News:

We have been able to locate the artist for the original “brick work” and she is interested in working with us as we flesh out more detailed designs on the new logo.

Councillor David Brown’s Report

Rural Summit

The upcoming rural summit for this region will be a two-part program held on April 29, 2024 at the Alfred Taylor Centre in North Gower.

The first part from 1-4 p.m. will be a drop in event with city staff and displays etc. Everyone is welcome to attend.

The second part from 6:30-8:30 will be a more formal process with a town hall format. The purpose will be for residents to provide feedback to City of Ottawa staff on rural concerns.

This will be the first Rural Summit to be held in 15 years. Please encourage the community to participate and take advantage of the opportunity to be heard.

Roundabouts

There is an issue with the Bridgeport/Main roundabout. The City is currently negotiating with a property owner to facilitate use of some land in the area. If this doesn't work out, there is a possibility of installing traffic lights in that intersection.

The second roundabout at Barnsdale and Rideau Valley is moving forward.

Sidewalks/street resurfacing

David is working with the city to consider resurfacing Main Street and perhaps installing new sidewalks. If funds allow, this might become part of a 2025/26 plan.

Photo Radar

Photo Radar will be installed in the area around Manotick Public School in early summer.

New Business

MVCA Garage Sale

This will be held on the Saturday after Dickenson Days which is Saturday June 8th

Canada Day Event

LeeAnne is working with a group of residents to plan a Manotick Canada Day event. This might include, fireworks, music, food etc. David has suggested that he might be able to assist LeeAnne with securing some funding for this event. More info on this to follow at the next BIA meeting.

Chairs for Charity

Adam will once again be co-ordinating "Chairs for Charity" event. Chairs will once again be \$100.

Last year, this event raised \$3500.00 for YOMA. Adam is hoping to exceed that amount this year.

Please see attached for more info.

Motion to Adjourn

Motion to adjourn at 8:55a.m. Moved by Adam McCosham, Seconded by Dianne Pritchard

Next Meeting Date: Friday May 10th, 2024.

Chairs for YOMA is BACK!

Order your chair at cost (\$100) before April 30th.

Please [email Adam McCosham](mailto:adam@manotickhardware.com) (or call Manotick Home Hardware at 613-692-3591) to order chairs.

Note from Adam: *So that we receive the discount from our warehouse, it is important that we place ONE order...otherwise I cannot guarantee the \$100 price for the chairs.*

Chairs for YOMA FAQs

What is it? Chairs For Charity. Local businesses will paint/decorate Adirondack chairs and auction them off for charity (YOMA)

When? ASAP. Manotick Home Hardware will supply chairs at cost (\$100). The sooner we get started, the better (some assembly required). We will start the auction on July 1 and run it for the entire month.

How? Send pictures of decorated chairs to manotickhomehardware@gmail.com and we will upload them to the auction site.



We're recruiting some local artists (a further collaboration with the Manotick Art Association) to donate their time and paint a chair - if you're interested in having a local artist paint the chair for your business get in touch with us. First come first serve!