



Minutes

Thursday, July 28th, 2020, 9:30am
3rd Floor board room, City Hall

Bylaw No. 4 of 2005 states the Statutory Board PURPOSE is:

The purpose or mandate of the business improvement district is to encourage the development of a vibrant and prosperous downtown business district by improving the area's appearance and image, promoting and marketing the area, and undertaking initiatives and projects that facilitate the ongoing rejuvenation and redevelopment of the area.

PRESENT: Carolyn Carleton, Mayor Greg Dionne, Philip Fourie, Alex Bocian, Brent MacDonald

1 CALL TO ORDER: 9:35

2 APPROVAL OF AGENDA

Motion: That the Agenda for this meeting be approved as presented.

Moved by: Mayor Greg Dionne

3 ADOPTION OF MINUTES

Motion:

That the Minutes from our Board meeting: January 16th, 2020 be taken as read and adopted: and, that the Board Chairperson and Secretary be authorized to execute the minutes.

Moved by: Brent MacDonald

3 Minutes January 16th, 2020

4 CORRESPONDENCE:

- 4.1 Letter from City Clerks office regarding 2021 budget
- Received and filed.

4.1 attached Corr. items

5 REPORTS OF ADMINISTRATION & COMMITTEE

5.1 Financial Update

Motion:

To have the Finance department do a review of what the actual 5.8% levy total is for the PADBID funding for accuracy of the PADBID budget and the City of Prince Albert contribution.

5.1 attached Corr. items

Moved by: Brent MacDonald

6 DISCUSSION ITEMS

6.1 Executive Director Report – presented and discussed

6.1 attached Corr. items

6.2 Events –

- 1) Street Fair- *cancelled for this year, work toward something bigger and better for 2021*
- 2) Crokicurl- *research others to organize- contact U of S Student Union*
- 3) Summer on the Square- *now being organized by the Farmer's Market*
- 4) Downtown Art Walk- *no interest from the galleries*
- 5) Santa Claus Parade- *final decision will be made at next meeting, after review of current COVID situation*

Motion:

That \$14,000 from the PADBID 2020 Reserve Fund request for event funding be transferred to the PADBID Events account to be used for events that may happen this year or can be directed toward 2021 event projects.

Moved by: Mayor Greg Dionne

6.3 Budget & Reserve fund approval

6.3 attached Corr. items

Motion:

That the PADBID budget for 2021 be approved and forward to City Council for final approval.

Moved by: Brent MacDonald

6.4 PADBID lease 1315 Central Ave.- *The office needs to move out of the current location. Philip Fourie offered office space at his law office. Carolyn will visit and discuss with Philip but we still have the lease at 1315 Central Ave until December 2021. It was requested to have the lease agreement emailed to the board for review and to have Philip's law firm take a look at it.*

6.5 Employment Contract- brief discussion

6.5 attached Corr. items

Motion:

To approve the Employment Contract with Carolyn Carleton for the position of Executive Director.

Moved by: Brent MacDonald

6.6 2019 Annual Report- *the report needs to include a one page summary.*

6.6 attached Corr. items

6.7 Operating Reserve Fund request: lighting for gazebo on riverbank

Motion:

The PADBID board approves up to \$5,000 towards the lighting project for the Gazebo on the riverbank to be taken from the PADBID Operating Reserve Fund.

Motion by: Mayor Greg Dionne

NEXT MEETING

6.7.1 October 2020?

7 ADJOURNMENT: 10:39am

Chair: Stacy Coburn

Recording Sect.: Carolyn Carleton