



## APPROVED – August 17, 2016

### Board of Directors Meeting Minutes

April 6, 2016 – Northern Development Initiatives Trust - Boardroom

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Attendees: Brenda Langlois, Derek Dougherty, Eoin Foley, Justin Speer, Kirk Gable, Renata King, Rod Holmes, Ross Birchall, Cindi Pohl, Alisha Rubadeau

Guests: Hillary Morgan, Cheryl Livingstone-Leman, Jeff Elder

Chairing: Eoin Foley, President

Regrets: David Hillhouse, Linda Allen, Susan Stearns, Deanna Wasnick, Melissa Barcello

Absent: Darren Lowe, Kelly Green, Erica Hummel, Chris van Oord

Notation: Colleen Van Mook, Executive Director

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#### 1. Call to Order

Meeting called to order at 12:04pm by the chair, Eoin Foley. Congratulated Ms. Cindi Pohl on her recent re-election as President of the PG Chamber of Commerce.

#### 2. Adoption of Agenda

*Motion:* K. Gable                      *Second:* B. Langlois  
*"That the meeting agenda be accepted as presented".*

*In Favour:* ALL  
✓ *Carried*

#### 3. Guest Speakers

Introductions of Guest Speakers from members of the City of Prince George Heritage Commission:

- Cheryl Livingstone-Leman, Community Coordinator & City Liaison to Heritage Commission
- Hillary Morgan, Planner 1 & City Resource to the Heritage Commission
- Jeff Elder, Past President, Heritage Commission

Provided an overview of the work of the Heritage Commission and the work plan priorities for 2016. Commission wants to advocate for the protection of heritage building and/or their exteriors through several levels of protection tools including a heritage register.

The heritage register is an official list of properties with heritage value allowing the City to track and monitor alterations to buildings. Properties in the register are extensively researched and summarized in a Statement of Significance (SOS). The register can be used to delay (up to 60 days) but not deny an application for demolition for alteration of building.

It was suggested that the Commission would be willing to work directly with DPG on properties that could use the Façade Improvement program to maintain their sense of character. There is at least one property that has expressed interest in applying that would be a good candidate for the Heritage Register.

**Action:** Colleen & Alisha will coordinate discussions and guidance from the Heritage Commission on these projects.

#### **4. Adoption of Minutes**

*Motion:* K. Gable                      *Second:* D. Dougherty  
*"That the Minutes of March 9, 2016 Board Meeting be approved."*

*In Favour:* ALL  
    ✓ Carried

#### **5. Ratification of Motions**

*Motion:* K. Gable                      *Second:* R. Holmes  
*"That the motion conducted and carried by email on March 16 2016, for the façade grant improvement payment to Majestic Management, be ratified."*

*In Favour:* ALL  
    ✓ Carried

*Motion:* K. Gable                      *Second:* B. Langlois  
*"That the motion conducted and carried by email on March 23, 2016, regarding the façade grant improvement program application from 270 Holdings Ltd., be ratified."*

*In Favour:* R. Birchall, D. Dougherty, R. King, R. Holmes, E. Foley      *Abstain:* J. Speer  
    ✓ Carried

#### **6. Financial Statements**

*Motion:* K. Gable                      *Second:* R. Birchall  
*"That the January, February and March financial statements be accepted as presented"*.

*In Favour:* ALL  
    ✓ Carried

#### **7. Ex-officio Reports**

PG Chamber of Commerce:

C. Pohl shared that the PG Chamber of Commerce AGM was successfully held on March 31<sup>st</sup>. She was re-elected as President and D. Dougherty was re-elected as a director. The President's Gala is on Saturday April 16, 2016.

C. Van Mook shared that DPG has been solicited for sponsorship for the President's Gala in the form of purchasing questions for the Jeopardy Game that is a popular component of the event. This would be a good way to support the Chamber and get some promotion for our downtown programs.

*Motion:* R. Holmes                      *Second:* K. Gable  
*"That Downtown Prince George spend \$200 to sponsor the Prince George Chamber of Commerce at the 2016 President's Gala"*.

*In Favour:* ALL  
    ✓ Carried

#### **8, 9,10, 11. Consent Agenda**

*Motion:* K. Gable                      *Second:* R. Birchall  
*"That items 7, 8, 9, 10 & 11 of the Consent Agenda be received."*

*In Favour:* ALL  
    ✓ Carried

## 12, 13. Other Business

- a) Renewal of Office Lease

*Motion:* K. Gable

*Second:* B. Langlois

*“That the Executive Director be authorized to enter into a one year or two-year lease renewal of the current office space, as long as it is without penalty for early cancellation with appropriate notice.”*

*In Favour:* ALL

✓ *Carried*

- b) Changes to the BC Society Act

C. Van Mook informed the Board that changes to the BC Society Act are planned with a two-year transition period that begins November 28, 2016. Some of the details are still not clear and more information is forthcoming from BC Registry Services.

**Action:** C. Van Mook will search out resources and information at the upcoming BIABC Conference to understand better how these changes will affect Business Improvement Associations.

- c) TPG – MRDT Application

*Motion:* K. Gable

*Second:* R. King

*“That the Executive Director be authorized to sign the letter of support for Tourism Prince George MRDT Application.”*

*In Favour:* J, Speer, D. Dougherty, R. King, R. Holmes, E. Foley

*Abstain:* R. Birchall

✓ *Carried*

- d) Insurance Renewal for 2016-2017

*Motion:* D. Dougherty

*Second:* R. King

*“That the Executive Director be authorized to execute the insurance premium payments for the 2016-17 insurance coverage.”*

*In Favour:* ALL

✓ *Carried*

## 14. In-Camera

Not Required

## 15. Adjourn

*Motion:* R.King

*Second:* J.Speer

*“That the meeting be adjourned”.*

*In Favour:* ALL

✓ *Carried*

Meeting was adjourned at 1:24pm