



**Downtown Prince George Business Improvement Association
2016 Annual General Meeting**

June 22, 2016

Prince George Public Library | Keith Gordon Room
888 Canada Games Way, Prince George

1. Call to Order

The meeting was called to order at 5:30 pm by President, Eoin Foley.

2. Adoption of Agenda

The president asked for a motion to accept the agenda as presented.

Motion: Dave Hillhouse Second: Simon Yu

“That the meeting agenda be accepted as presented”.

All in favor. Carried

3. Adoption of Minutes

The president asked for a motion to approve the 2015 Annual General meeting minutes as circulated.

Motion: Dave Hillhouse Second: Ross Burchall

“That the Minutes of the 2015 AGM be approved.”

All in favor. Carried

4. Presidents Report

5:35 pm – President Eoin Foley provided a verbal report to the members at large. The new Executive Director, Colleen Van Mook and Administrative Assistant, Alisha Rubadeau were introduced. Past Executive Director, Carla Johnston was thanked for her work on behalf of the association. The president commented on how busy a year it was and how the association was able to leverage the BIA levy by over 100% with other funding sources for the benefit of downtown businesses. The focus for the association is to create a more vibrant downtown with multi-use, multi-story buildings, resulting in higher density with minimal infrastructure costs and a higher tax base. Beautification, a focus on safety and promising downtown developments will attract new

residents to the community, create more foot traffic and make downtown a destination to eat, shop and be entertained.

5. Executive Directors Report

5:40 pm – Executive Director, Colleen Van Mook, delivered her report reviewing the success of various programs, acknowledging funders and program partners. The presentation will be posted on the Downtown PG website.

6. Auditors Report

5.50 pm – Auditor Corey Naphtali, KPMG, presented the financial statements for Downtown PG to year ending December 31, 2015. He indicated that the financial statements fairly reflect the financial position of the association and are in accordance with Canadian accounting standards for not-for-profit organizations. Report is posted on the Downtown PG website.

The President asked for a motion to accept the auditor’s report and financial statements.

Motion: Derek Dougherty Second: Simon Yu

“That the 2015 Financial Statements and Auditor report be received.”

All in favour. Carried

7. Appointment of Auditor

5:55 pm – The President asked for a motion to appoint the Downtown PG Auditor for 2016.

Motion: Derek Dougherty Second: Brenda Langois

“That we appoint KPMG to be the auditors for fiscal 2016.”

All in favor. Carried

8. Fix Number of Directors

5:58 pm - The President asked for a recommendation to fix the number of directors.

Motion: Rod Holmes Second: Ross Burchall

“That the number of Directors be fixed at 13.”

All in favor. Carried

9. Election of Directors

6:00 pm – The President described the current composition of directors. Four directors are ending their term, 1 director resigned and 8 directors have another year on the board to complete their two-year term and have agreed to remain on the board.

A ballot form was provided to the members at large when they arrived at the meeting and signed in. The president indicated that four candidates - Kelly Green, Janelle Smith, Carolynne Burkholder and Valerie Eberherr - had put their names forward to sit on the board. Those that were absent from the meeting had provided a short bio which the president read to the members at large.

The President that asked for nominations from the floor. Two nominations were made for director – Simon Yu and Philip Myatovic. Both accepted the nomination.

An election was held to elect up to 5 board members from the 6 nominees.

Two board members, Rod Holmes and David Hillhouse were asked to count the ballots.

10. Presentation: Mayor Lynn Hall

6:18 pm – His Worship, Mayor Lyn Hall discussed the City of Prince George's commitment to the downtown, the support for remedial action on derelict buildings and positive momentum for new developments in the downtown core.

11. Presentation: Superintendent Warren Brown, RCMP and Sergeant Troy Durand, Downtown Safety Unit.

6:23 pm – Superintendent Warren Brown and Sergeant Troy Durand provided a verbal presentation on the policing initiatives underway and the partnership in place with Community Policing, Aboriginal services. Northern Health and others to address repeat offenders with wrap around services. Asked that all petty crimes be reported to police for tracking and to establish patterns. Asked that business owners be good citizens and keep buildings in good repair and sidewalks clean which helps to repel crime in areas where it is apparent that attention is paid.

12. Presentation: Fred Crittenden, Manager Bylaws

6:35 pm – Fred Crittenden, Manager Bylaws for the City of Prince George provided an overview of the project to convert parking meters, introduce licence recognition technology and permitting for downtown residents as well as special events. The projects is in the final approval process and should begin to be implemented in 90-120 days. A number of questions were asked by the members at large. Overall the proposed changes were well received.

13. Committee of the Whole Discussion

7:00 pm - An open discussion was held. Topics of discussion were building improvements, status and design of WIDC Park as well as other greenspace in downtown and parking lines painting.

13. Election Results

The President announced the results of the election. The new board directors are: Kelly Green, Janelle Smith, Simon Yu and Philip Myatovic. The president congratulated and welcomed the new board members.

The President asked for a motion to destroy the ballots.

Motion: Rod Holmes Second: Kelly Green

"That the election ballots be destroyed".

In Favor. Carried

14. Adjourn

7:10 pm – The President asked for a motion to adjourn the 2016 Annual General Meeting.

Motion: Dave Hillhouse Second: Rod Holmes

"That the meeting be adjourned".

In Favor. Carried

Meeting was adjourned at 7:10 pm

Recording Secretary: Renata King