

**Pickering Village BIA Board Meeting
Minutes
October 4, 2011**

Attendees:

Board Members: Jutta Genova, Doug Meagher, Warren Hurren, Joanne Dies, Gino Auddino, Marsha Dooley, Jutta Corcoran

Town Liaison: Judy Wight

Minutes: Kathryn Dagg

Guests: Dr. John Genova (construction liaison), Kevin Jones (Durham Music)

Absentees: Marilyn Crawford, sent regrets. Louie Di Tacchio

1) Welcome, Guests

Call to Order (7:00 pm)

2) Approval of Minutes – August and September Meetings

Moved by Marsha Dooley

Seconded by Jutta Genova

3) Disclosure of Pecuniary Interest

Nothing to declare.

4) Financial Report

The PV BIA spent \$3356.09 on involvement with the Hermitage Park BBQ on September 10th. The money was spent on insurance, advertising, banners that can be re-used, as well as face painting, a jumping castle, and a magician. Marsha has the banners. Jutta stated that there is \$370.99 remaining in the current account, and there is an outstanding invoice of \$800 for the sign restoration on Kingston Rd.

Marsha inquired as to why the **PV BIA TREASURER** does not **have THE BIA CHEQUES**, as it is inconvenient for Jutta to go to the Town Hall every time a cheque is needed. Judy replied that the cheque books need to be kept at the Town Hall for HST and records purposes, among other reasons. She suggested that Jutta e-mail Felicia when cheques are required, and a staff member will take them to the BIA. Doug suggested that the BIA have a chequebook, scan every cheque written, and e-mail each to Felicia to save travel time. Warren stated that the Town may have had difficulty in the past with organizations returning cheques written, and adopted this stance. No process change will be undertaken at this time.

5) Website Update

According to Marsha, the website is fully functioning but it remains a work in progress with many errors. Marsha has sent e-mails to Paul (website Contractor) but the changes have not been made as of yet, she will also forward any e-mails with errors that Board members find to Paul.

Judy inquired as to who will administer the website, Marsha replied that a couple of Board members should be able to edit the content and Paul will teach them the software. A number of Board members raised concern that the website content is going live without being fully proofread, and that the business directory that is currently on the website is incorrect and incomplete. It was discussed that a meeting should be held with Paul to reiterate guidelines and deadlines for his work, as he may be canvassing area business to get his information and this was not agreed upon. Jutta G suggested that 'Under Construction' be put on the home page as to inform readers of the incomplete status of the website.

ACTION ITEM: Jutta G to send a list of Pickering Village businesses that were listed on the previous website to Paul.

ACTION ITEM: Board members should review the website and if any errors are noticed, send them to Marsha.

ACTION ITEM: Jutta C and Marsha to meet with Paul to discuss guidelines regarding the website project.

6) BIA Membership Survey

Jutta stated that no new surveys have been returned since August, and she has not yet condensed the survey for paper door-to-door distribution.

ACTION ITEM: Jutta G to send reminders to complete the survey with any correspondence sent to BIA members.

ACTION ITEM: Jutta C to condense the survey for distribution.

7) BIA Sponsorship of Hermitage BBQ

Marsha was unhappy with the lack of SNAP Ajax coverage of the PV BIA's involvement in the event as it was not mentioned in their article. In the future she will contact SNAP with information the BIA wants included in their publications. Joanne inquired if the BBQ was well attended, Marsha replied that signage was needed at Church St to encourage more attendance; the numbers were satisfactory but not high. Jutta noted that not many PV BIA business owners left promotional materials, but several donated good prizes.

8) Courtyard Garbage Report

Doug believes he has exhausted his options with regards to stimulating change at the site, the bylaw office has agreed to fine the condominium corporation if the site is not maintained. Marsha noted that Mary Ellen Christiansen of Newton Trelawney

has stated at their meetings that outsiders dispose of their garbage at this site. They have discussed installing security cameras to rectify this problem. The situation remains unresolved because Newton Trelawney initially stored their garbage elsewhere, then moved it onsite, which is beyond current bylaws. Joanne noted that Town planning staff usually approves garbage storage plans, and since this was not part of the initial site plan, the site is grandfathered into the existing system. Neither the Town nor the PV BIA Board can force Newton Trelawney to enclose the garbage, although she believes it might stop outsider use. It was discussed that the PV BIA Board contact the condominium board, perhaps with a letter expressing concern or possible attendance at their meetings. Warren and Joanne suggested writing a letter stating that it would be in Newton Trelawney's best interests to enclose the site.

ACTION ITEM: Marsha to inquire if she can attend Newton Trelawney's condominium board meetings, and she will write a letter to accompany expressing the PV BIA's concern with the lack of site maintenance.

9) Report from BIA Member – Recommended summons for marking road to protect driveway

Kevin Jones sent an e-mail to Marsha regarding the street parking markings on Old Kingston Rd, he and other business owners feel the markings do not adequately distinguish what is a legal parking space from what is a no-parking zone. Deegan Denture Clinic and Dr. Genova have also expressed concern with regard to this issue; driveways are blocked by street parking rendering them inaccessible. Joanne and Judy suggested that business owners call bylaw or the police. Kevin and other business owners feel the Town bylaw office is not responding adequately to their concerns. Kevin's actions were to raise attention to the issue. Jutta stated that the ambiguity over parking spaces did not occur to this extent before the road resurfacing.

Extensive discussion occurred on this issue. Gino believes that the parking issue is not the Town's problem, but that of the individual business owners with their employees and/or clientele. He questioned why the PV BIA is taking a stance on the issue. Doug and Marsha both suggested the Town implement alternative solutions, perhaps 'No Parking' signs similar to Toronto. It is impossible to subcontract private security agencies to ticket motorists since the street is public property. John Genova believes that the real issue is the Town allotting such large individual parking spaces on the road, there are now 81, 21 have been lost as well as 28 in the courtyard. Joanne responded that this is not an easy issue to solve, the Town has set guidelines for parking spot sizes and questioned if the businesses' individual parking lots are being used, many Board members replied affirmatively, that they are indeed well used. Joanne also suggested paying for street parking in Pickering Village as this may make motorists more conscientious, Jutta and Warren responded that this would further drive away customers/clientele and is not the solution. Warren suggested business owners monitor their parking lots as well as possible as well as the PV BIA writing a letter to the Town expressing concerns. Joanne stated that

correspondence has occurred with regard to this issue between business owners/residents and the Town and no solution has been found.

Marsha also expressed concern with regard to parking on Old Kingston Rd over the 3 hour time limit, she feels it cannot be customers/clientele parking on the road for such lengthy periods of time, Joanne recommended contacting bylaw regarding this.

Marsha, Warren and others expressed desire for this issue to be resolved since a number of business owners have brought it to the attention of the BIA and it cannot be ignored. Warren also suggested sending a notice to businesses as well as posting the Old Kingston Rd parking regulations on the website.

MOTION: Write a letter to the Town of Ajax expressing concern with respect to parking issues, the access to driveways in particular, from the Pickering Village BIA.

Moved by Warren Hurren
Seconded by Marsha Dooley

ACTION ITEM: Marsha will prepare a draft of the letter; send it to the PV BIA Board members, then subsequently to the Town.

10) Christmas Tree Lighting, AGM for 2012

Marsha had suggested December 2nd for the Christmas Tree lighting date at the previous meeting, the gazebo at the Urban Square should be completed by that point. Judy stated that the concrete footings have been completed and the paving and landscaping will be next. The power source will be from the gazebo. Marsha inquired if the PV BIA will be billed for the power used, Judy replied that the BIA will be billed; the Town will monitor usage and charge for special occasions. Jutta noted that any previous power usage should appear on the next bill.

Doug inquired if there would be a committee installed to oversee the Christmas Event, Marsha replied that Jutta C will organize and continue with what was done previously. Ideally, caroling will be included. Judy asked if anything would be provided to attendees.

ACTION ITEM: Jutta G to contact Young Singers to ask if they are available.

ACTION ITEM: Marsha to contact Eastside Harmony to ask if they are available.

ACTION ITEM: Jutta C to call a separate meeting to organize the Christmas Tree Lighting Event.

MOTION: Approve Dec 2, 2011 as date for Christmas Tree Lighting

Moved by Jutta Genova
Seconded by Jutta Corcoran

Doug suggested the AGM occur in December or January and agreed to provide an agenda for members. Judy noted the bylaw states that 10 days notice is required for all members. Jutta stated that the Town list of PV businesses is not accurate; Doug replied that an increased effort to further validate this list should not be a priority as attendance may be low. Warren stated that the unaudited financial statement should be ready to present at the AGM. Jutta suggested that the PV BIA should concentrate on how to invest next year's funds, which requires more survey results from businesses to plan. Marsha stated that a committee would be needed to arrange the AGM. Further discussion will ensue next meeting.

ACTION ITEM: Doug to obtain and distribute information with regard to the AGM.

11) Any Changes to BIA Businesses

Jutta provided changes that have occurred over the past month, 425 Kingston Rd (nail salon) is for sale, as well as 18 Church St. Signs have been removed on previous properties that were for sale. There are several new businesses in Pickering Village, Jutta left PV BIA information at all of them. They are as follows, Elizabeth Carr massage studio at 504 Kingston Rd W (owned by Foden and Doucette lawyers), OxyGen Hair Studio at 28 Church St, Michael's Hair Studio in the Courtyard (owned by Michael DiTacchio).

12) Councillor Report - Ward 1

Marilyn was absent.

13) Councillor Report - Ward 3

Joanne attended the Heritage House's 100th anniversary event that was very well attended. They are a Pickering Village success story, the event provided food and a tour of the property. Heritage House also offers food and preserves for purchase and are not simply a catering company.

14) Deferred Items or New Business

Judy updated the Board on the Urban Square construction progress, it should be completed by mid October (weather permitting), the topsoil, sod and plants have been delayed a bit.

The Town Environmental Services should be hanging the banners within the next couple of weeks. The banners will be hung on every other pole on Old Kingston Rd, Church St South and North, and Highway 2. Christmas decorations will go on the poles without banners; they were not hung last year due to construction. Judy brought a banner to the meeting for a visual example.

Discussion ensued on tree replacement in Pickering Village (Corner of Elizabeth and Old Kingston Road). Joanne stated that the courtyard land was graded without

permission and trees were cut down without permission before soil samples were taken and complication with building plans arose. The current property owner is to sod this area and plant approximately 13 trees.

Doug asked if the Town would remove the flowerpots on Old Kingston Rd for the winter months.

ACTION ITEM: Joanne will inquire as to the Town's plans for the flowerpots in the winter months.

15) Comments from BIA Members or Visitors

The foundation on the Durham Music building at 100 Old Kingston Rd has experienced numerous basement floods with the large amounts of rain in recent weeks. Kevin Jones stated that Casa Verde also experienced floods recently, these never occurred prior to the Old Kingston Rd construction project. Doug noted that from an engineering standpoint, despite the time lag in flooding from when the construction was completed, it may have been a factor as the water table may have been surpassed only recently which would flood new cracks in the foundation. Joanne recommended that the owners of the flooded buildings obtain an insurance evaluation

Kevin Jones also inquired as to why both ends of Old Kingston Rd. remain as such negative "under construction" welcome points to the Village. Joanne replied that there were inevitable problems with the construction, which was necessary for the street, and the Town did not give permission for the land at Elizabeth St and Old Kingston Rd to be graded. Hopefully these vantage points will be cleaned up by the end of October.

In order to maintain a record of any complaints to bylaw regarding street parking or the unenclosed garbage disposal, it was recommended that emails confirming discussions should follow any phone contacts to maintain a record of complaints.

16) Adjournment

Moved by Marsha Dooley
Seconded by Jutta Genova