



**BIA MAINTENANCE /
BEAUTIFICATION ADVISORY
COMMITTEE MINUTES
Meeting Date: March 10, 2025**

Present: Members: Lynda Conway, Krystina Cunningham, Rick Lex,

Regrets: Jacqueline Eger, Tim Cormick

Staff Present: Susan Nicholson, General Manager

1. CALL OF ADVISORY COMMITTEE TO ORDER

2. ADOPTION OF AGENDA

THAT the content of the BIA Maintenance/Beautification Advisory Committee Agenda for March 10, 2025 be adopted as presented.

CARRIED

3. DECLARATIONS OF PECUNIARY INTEREST

None Declared

4. DEPUTATION

5 BUSINESS ARISING FROM THE PREVIOUS MINUTES

5.1 Planter Update

The 2025 budget includes the same type of four season displays as in previous years, but member Eger is preparing a list of possible perennials that could be used to reduce costs in the long term. As noted the cost of watering/fertilizing/maintenance would be eliminated as our new maintenance staff will undertake that work. The contractor is planning on having the spring planting in place for the OBIAA Conference.

5.2 Waste Disposal Bins

Member Conway reviewed the discussion from the recent Improvement Committee Meeting where the issue of these bins was discussed relative to the Property Standards Bylaws. The committee has agreed to file a complaint regarding two outstanding properties through Service Collingwood, in addition to a new graffiti tag on the Moguls property.

The committee also discussed the laneway adjacent to Moguls which often does not have access due to bin storage, parked vehicles and snow. This is a public laneway that serves as pedestrian and vehicle access to several businesses and the arena. Staff will follow up with town staff regarding these concerns.

6. OTHER BUSINESS

6.1 Review of Committee's Key Priorities

- **Maintenance / Event Staff**
Staff reported that the new staff was working out well and had documented several issues that will need to be addressed during the spring audit. Now that the snow is melting, he will be picking up the garbage that has been uncovered. Staff will follow up with town staff regarding scheduling the spring sweep.
- **Monitor and Evaluate Success of Test Gardens**
No Update
- **Continue to advocate for Graffiti removal**
No Update
- **Advocate for Maintenance of Parking lot Gardens to be paid from Parking revenues**
The committee had general discussion regarding the upcoming Parking Accommodation Study and how the BIA should be involved. It was noted that the study will be undertaken in the fall and concern expressed regarding documentation needed of the high traffic summer months. Long term plans for the parking reserve were discussed and staff was requested to find out the current reserve amount.
- **Decoration Strategy and rotation**
Staff reported that the tree lights were scheduled to be removed shortly and would remain property of the BIA. She is following up regarding the sponsor's plans for next year. The selfie stations are being removed by the Works department but removal has been delayed due to the snow.
- **Advocate for Cigarette Receptacles**
No Update

6.2 Downtown Master Plan

Staff reported that council had approved the report and had now asked staff to develop a work plan for implementation. Sara Almas is the lead on this phase and BIA staff will be speaking with her regarding timelines and how the BIA can be involved.

7. NEXT MEETING

7.1 Tuesday, April 8

8. ADJOURNMENT