



The Jewel of The Rideau

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Chamber of Commerce Minutes of AGM Meeting February 20, 2017 at 5:30 p.m. @ Baldachin Inn

Present: Karl Feige, David Ellis, Chris Chinkwisky, Mike Zaversenuke, Heather Dallaire, Michael Rowland, Rod Fournier, Wayne Trusty, General Chamber membership (28 total).

(1) Call to Order:

Karl Feige called the AGM meeting to order at 5:30 PM, thanked everyone for coming to the and introduced Less Bolt who would take over as Chairman of the AGM.

(2) Minutes of Last Meeting (Dec, 2016):

N/A as this was an end of year ABM meeting.

(3) New Business:

The following items were discussed during the special Chamber AGM meeting:

(3.1) Amendment to Bylaws: Less Bolt asked for a motion to change the Chamber bylaw so that the number of Executive positions will be reduced from 10 to 7 positions (to make the obtaining of a quorum for meetings more practical). Jacque Pelletier made the motion to reduce the number of executive positions, Mayor David Nash seconded and all were in favor.

(3.2) Treasurer Report: David Ellis gave the Treasurers report that stated start of year revenues \$5343, 2016 membership revenues \$24,331, expenses \$18,582, balance at end of year \$11,091, additional expenses to be paid leaves a balance of \$8,000 (see attached Accounts Balance Sheets). Motion to accept Treasurers report by David Ellis, seconded by Linda Nash, all were in favor.

(3.3) Presidents Report: Karl Feige thanked the membership for attending the AGM and then gave a brief summary of the Chambers year which included: improved communications with new website, Mail Chimp broadcasts, supporting businesses interests, representing the members on various projects and with Parks Canada and advertising of Merrickville on radio, etc. Karl mentioned that the main reason for the AGM was to discuss the Public Washroom project as follows:

(3.3) Public Washroom: Karl mentioned that the Public Washroom proposal was rejected by Council and that the Chamber of Commerce convinced the Lions Club to postpone the

termination of the Washroom project so the Chamber and Lions could work out a solution. There were two main problems with the original Lions proposal that were (1) Finances (\$) and (2) Maintenance and Operations issues. The project cost was no more than \$145,000, the village portion was \$45,000. The Chamber has been working to reduce the village cost to \$20,000 by applying for government funding and grants, “in kind” donations of labor and material and by sponsorship funding. The village would own the building and insure it but the operation and daily maintenance would be the responsibility of the Chamber and the Executive needed the membership to agree to the commitment for the daily maintenance.

(3) Washroom Project Details: Rod Fournier (Lions Club) was introduced and he gave a brief history and details of the project including the commitment for the Lions to donate \$100,000 to the project. He mentioned that the Lions had \$50,000 now, and the other \$50,000 was a loan that the village CAO had offered to provide (subsequently the Lions obtained their own financing). The loan was to be secured by the village so the interest rate would be lower.

(4) Jacques Pelletier (Merrickville Community Health Center) spoke to commend the Lions and Chamber on the washroom project and mentioned there were funds that could be directed to the project. He asked that a presentation be made to the Board by the Lions and Chamber to solicit funds.

(5) Maintenance: Karl discussed that the maintenance of the washroom was an issue with the Council and that the Chamber of Commerce wanted to take over responsibility for the daily maintenance of the washroom but that meant a long term commitment by the Chamber that he needed the members to agree to before he could commit to the daily maintenance offer. He mentioned that the Chamber had requested funding for 2 students and that there were high school students looking for summer work who could be employed.

(6) Joan Spencer spoke to the past history of the Washroom project that she was involved with and she congratulated the Lions on its generous donation, that more funding was needed and that she felt seniors in the village would volunteer to help clean and man the office if asked. She asked if anyone would like to volunteer to let the Chamber know.

(7) Location: Terri Hamway asked if other locations for the washroom were considered? Rod replied that many sites were considered (including the post office, church lot and pump house) but only the proposed site was centrally located and meet the criteria. When asked if the access to the mall would be affected Rod mentioned that 5 parking spots would be lost from the existing parking lot but the access to the mall would not be affected. The discussion of lost parking spaces included that there was an issue with parking space availability as the spaces were typically used all day by business employees and Ottawa bus users. Steve Hurndell mentioned that winter parking hours and snow removal resulted in more people using the lot for long term parking that reduced the parking availability also.

(8) Mayor Nash commended the Lions and Chamber committee on their work with the Public Washroom project.

(9) Petition: The public washroom petition was discussed and that 580 signatures had been obtained so far.

(10) Cost Savings: Karl mentioned that the committee was committed to reducing costs by obtaining Habitat for Humanities free building materials, moving the building closer to the street reduced the excavation costs by half, we were applying for funding and grants (3) and that we were considering a Sponsorship program to raise funds.

- (11) Hours of Operation: Karl stated that the washroom would be open as long as possible with students supervising during office hours with a security system for off hours.
- (12) Village cost: The village would be responsible for the building (non daily) maintenance costs including the cost of water.
- (13) Joan Spencer discussed that historically washroom maintenance would start out as a Chamber responsibility but eventually the village would take over long term. She stated the project should “get rolling”.
- (14) Terri Hamway mentioned that the project committee had shown a lack of communication with the village residents and that she questioned how the costs were determined. Rod answered that the Lions had done due diligence to determine as accurately as they could the costs and that we were investigating a number of ways to keep the cost down including talking to vendors like Satellite Truss to obtain price breaks and donations.
- (15) Jacque Pelletier (Merrickville Community Health Center) made the following motion: “That the Chamber of Commerce develop a washroom building (policy) and create an operational plan for viable, sustainable operations.” The motion was seconded by Bruce Baxter. The motion was carried by a majority (with one person abstaining and one person opposing the motion).
- (16) Terri Hamway asked if there would be an increase in taxes? Karl replied that he couldn’t answer until the project was agreed to but that the village would be responsible for any (subsequent) cost (once they take possession of the building).
- (17) Economic Development. Joan Spencer mentioned that the committee should look into obtaining Economic Development funding. Karl mentioned that this was one of the funds we were applying for.
- (18) Sustainability: Long term the Village owns the washroom and will be responsible for the utility costs. Short term the Chamber handles daily maintenance.
- (19) Steve Hurndell mentioned that a public washroom was needed for a healthy village and to ensure that visitors would return in the future.
- (20) Porti Potty Cost Savings: Connie Adams mentioned that there were additional cost savings for the village in that the Porti Potty’s would no longer be needed at a saving of at least \$130 per month. Those savings should go to the washroom maintenance costs.
- (21) Rent Cost: Mayor Nash mentioned there was a Chamber cost to pay rent to the village. Karl responded that the Chamber should not pay rent as we were making a large financial investment in the project that benefited the village.
- (22) Lost Parking: Mike Burley spoke to the problem of the lost parking spots and asked if any analysis had been done to determine the cost of the lost spaces to the village. Rod’s answer was no analysis has been done as we don’t have resources to do a study. Mike offered that there was another solution that existing businesses could be asked to be a public washroom and be given a break on their water bills (i.e. only pay flat rate fee for water). The discussion included the statement on how it would work (i.e. you would have to give every business a flat rate).
- (23) Other Solutions: Councillor Ann Barr spoke to the fact that the village had been tasked to find other “non new” approaches to public washroom facilities and was investigating the Lock Masters house, rink change house, etc. She stated that the washrooms were a recognized concern and that we should make the best of what we have. Karl stated that every business has a washroom access problem for disabled, wheelchair access and giving a water rebate wasn’t practical.

(24) Offer: Joan Spencer stated that the village should not reject the Lions offer of \$100K and it would also be in our interest to look into a water subsidy. Seniors and children need somewhere to pee nearby.

(25) The Chairman stated that there had been a good airing of the washroom subject and whether or not the washroom proposal will get approved, the Chamber should go ahead and plan to make it happen.

(26) Chamber Executive Nominations:

The chairman indicated that the meeting would progress to the nominations of Chamber Executives and that the standing members had agreed to run again in 2017. Wayne Trusty was nominated and agreed to stand on the executive committee. There were no other nominations from the floor and Linda Nash made a motion to elect the following 7 members:

Chris Chinkiwsky, Heather Dallaire, David Ellis, Karl Feige, Wayne Trusty, Michael Rowland and Mike Zaversenuke. The motion was seconded by Brian Frederickson (Village Bean) and all agree. The motion was carried.

Adjournment:

A motion was made to adjourn the meeting and all agreed at approximately 7:30 PM.

Appendix

2016 Merrickville Chamber of Commerce Balance Sheets

C of C
2016

Balance forward Dec 2015	\$ 5343.31
Accounts RECEIVABLE	+ 24331.78
Accounts PAYABLE	- 18582.78
Balance	<u>\$ 11091.81</u>

C. of C.
2016

<u>Accounts RECEIVABLE</u>	
CHAMBER DUES & MAP ABS.	18407.43
" " " (STRIP)	3725.84
Group Life Ins	307.30
NEWSPAPER ABS PAID BY CHAMBER MEMBERS OWN FUNDS.	1890.71
	<u>\$ 24331.28</u>

* FEES for STRIP Payments \$116.16 NOT INCLUDED.

CYC.
2016

Accounts Payable

BROCHURE/Map. Sepura Printing	7431.31
WEBSITE UPDATE	1651.12
ADV. CITIZEN NEWSPAPER	} 3551.17
" " STYLE MAGAZINE	
ADV. LE DROIT	859.06
ADV. COROPLAST	753.86
ADV. USA	1361.86
ADV. KINGSTON	706.25
ADV. BROCKVILLE	203.40
STREET SCAPES CIM. "lights"	500 -
CORA - PRINTING	393.30
INSURANCE	810 -
MEMBERSHIP REFUND	175 -
GIFT BASKET - Mrs. McGARRIGLES	113 -
TOWN CRIER BELL	73.45
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	\$18582.78