



BIA Board Meetings > 8:00am BIA Board Meeting - November > Files column

# BIA Board Meeting Minutes

 Creator **BIA Coordinator**  Created **Nov 26, 2025, 07:39**  Last updated **Nov 26, 2025, 09:57**

## Date and Location

November 26, 2025, 8:00am, Council Chambers

In attendance:

Brodie Berrigan, Krista Mackler, Jane Farrell, Kerri Whan, Dawn Bell, Anne McRae, Julia Foley, Nancy Wing

Guest: Cathy McNally, Director of Community Services, Town of Perth

## Agenda

1. **Call to Order**
  - i. Meeting was called to order at 8:00am
2. **Adoption of Agenda/Amendments**
  - i. Moved by Jane Farrell
  - ii. Seconded by Anne McRae
  - iii. Carried
3. **Disclosure of Pecuniary Interest and General Nature Thereof**
  - i. Julia Foley will be removed from discussion about the Volunteer and Vehicle Use Policy discussion
4. **Approval of Last Meeting Minutes**
  - i. October 22, 2025 and October 23, 2025

- a. Moved by Jane Farrell
- b. Seconded by Julia Foley
- c. Carried

## 5. **New Business**

### i. BIA Coordinator Report

- a. The BIA Coordinator presented her report
  1. recommendation to promotions committee for a potential Black Friday shop in store promotion
  2. discussion about utilizing promotions that don't include discounts
  3. discussion about location of barrels and accessibility issues, town discussing filling in the gaps
  4. discussion about North Street solutions
  5. discussion about promoting bandstand decor
  6. discussion about AGM, garbage issues and how we will move forward to address concerns
    - i. ES picks up garbage during the week, CS team pick up during the weekends until time to be in the arena, Town did take the initiative to hire a temporary staff to pick up on weekends, apartments and residents are using downtown bins as personal garbage, 3 departments including clerks department with bylaw always working on the issue, used to have 3 tier garbage bins but used to get contaminated and couldn't recycle, advertising does not fall within the heritage conservation standards, opportunities: educational and collaborations
    - ii. **BIAB.2025.11.26A - Be it resolved that the BIA Coordinator will investigate options to assisting the garbage issues with the Town of Perth and report back to the BIA Board in February 2026.**
      - a. **Moved by Anne McRae**
      - b. **Seconded by Jane Farrell**
      - c. **Carried**

### • **SPF Committee Chair Appointment**

- **BIAB.2025.11.26B - Be it resolved that Shawn Vernier's recommendation to the position of Stewart Park Festival Committee Chair is approved for the 2026 season in accordance with the Stewart Park Festival Terms of Reference.**
  - **Moved by Jane Farrell**
  - **Seconded by Dawn Bell**
  - **Carried**

### • **Appointment of SPF Committee Chair as BIA Board Director**

- **BIAB.2025.11.26C - Be it resolved that the BIA Board of Directors wish to nominate Shawn Vernier to the BIA Board in accordance with the Stewart Park Festival Terms of Reference and BIA Bylaws.**
  - **Moved by Dawn Bell**
  - **Seconded by Anne McRae**
  - **Carried**

- Update provided about the BIA financial reserves

ii. Closed Session - Personnel Discussion

- a. **BIAB.2025.11.26D - Be it resolved that the BIA of the Town of Perth resolve itself into a closed session at 8:47am, pursuant to the Municipal Act 2001, for the following purpose**
  - 1. Personal matter about an identifiable individual, including municipal or local board employee
- b. \*Nancy Wing and Cathy McNally left the meeting at 8:47am
- c. \*\* Julia Left meeting at 9:22am
- d. \*\*\*Nancy and Julia returned at 9:44am

iii. Governance

- a. **Volunteer & Vehicle Use Policy (deferred)**
  - **MOTION:** Be it resolved that the Downtown Heritage Perth BIA Board of Directors approve the Volunteer & Vehicle Use Policy with immediate implementation
- b. **Town of Perth and BIA LOU (Cathy McNally)**
  - i. Presentation of updated LOU
  - ii. Amendment to the date to be until December 31, 2026
  - iii. **BIAB.2025.11.26E - Be it resolved that the Downtown Heritage Perth BIA Board of Directors approve the Town of Perth and BIA LOU with the required amendments.**
    - a. **Moved by Dawn Bell**
    - b. **Seconded by Jane Farrell**
    - c. **Carried**

iv. Treasurer's Report

- a. All budgets approved

v. Town Council Report

- a. Councillor McRae provided a report from council
  - 1. Update from Caivan coming in the new year
  - 2. Update about purchase of Algonquin College
  - 3. Update on the budget

6. **Next Meeting:** January 28 2026, 8:00am, Council Chambers

7. **Adjournment:** Meeting adjourned at 9:58am

