



**Preston Street BIA
BOARD MEETING
MINUTES**

**Tuesday, July 9, 2024, 10:00 am to 11:00 am
Zoom**

Attendees: Steve Moffatt, Lauryn Santini, Joey Frangione, Sabrina Mtanos, Shauna Bradley, Claudio Lepore, Tony Zacconi, Jason Anbara, Lindsay Childerhose, Katy Morassutti

Absentees: Marcus Filoso, Houry Avedissian, Daniele Cambareri

1. Confirmation of Minutes, Agenda and Call to Order

1.1 Call to Order

The meeting was called to order at 10:00am by Lauryn Santini

1.2 Approval of Agenda

Approved by: Sabrina Mtanos

Seconded by: Lauryn Santini

Unanimously accepted.

1.3 Approval of Minutes

Approved by: Steve Moffatt

Seconded by: Joey Frangione

Unanimously accepted.

2. Chairperson's Report:

2.1 Ottawa Italian Festival

2.1.1 2024 Feedback

The Board discusses the 2024 Ottawa Italian Festival. It was a very successful weekend with high attendance. Businesses reported record sales during the festival. The Board notes that the event needs more garbage bins on the street as business owners/residents saw overflow outside of the designated city bins. It is also noted that the BIA should put public porta-potties on the street in a visible location. Lindsay and Katy will share the Board's feedback during the postmortem with the city and partner organizations in late July or early August.

2.1.2 2025 Festival Dates

The Board discusses the 2025 Italian Festival dates and conflict with Formula 1 in Montreal, which will now fall on Father's Day weekend. The Board discusses potentially changing the dates for 2025. No decision was made at this time. This topic has been tabled for future discussion.



2.1.3 Italian Festival Committee

The Board proposes that an Italian Festival committee be formed. Lindsay is to draft Committee Terms of Reference and circulate these with the Board.

2.2 Second Archway Update

2.2.1 Archway Transportation Study

BPA is currently completing the structural engineer's inspection for the Bambini and the First Archway. As per Public Realm's requirements following the meeting on May 30th, the committee has obtained a proposal from CGH Transportation for \$17,500. This includes a transportation study at the proposed archway site to review sight distance and the impacts of the proposed road modification. The Board requests that the committee obtain 1-2 competing quotes. Lindsay is to ask Public Realm for recommended firms.

2.2.2 Archway Launch Ideas

This item is tabled.

2.3 Preston Street Bridge Replacement

2.3.1 Road Closure Update

Lindsay shares the details of the road closure for the Preston Street Bridge Replacement. Preston Street will be closed starting July 17th from Young Street to St Anthony Street until August 6th. The bridge replacement will take place July 25 to 29. The BIA has distributed this information to the members and will assist with advertising during construction.

2.3.2 Underpass Mural Callout

In April, the Board discussed reinstating the heritage mural under the overpass. The BIA will launch a callout to muralists for proposals with specifications approved by the Board. Lindsay and Katy are to draft a request for proposals and circulate with the Board.

2.4 2024 Member Survey

Lindsay shares that a member survey will be distributed next month. Responses from the survey will be shared during the Annual General Meeting and included in the Annual Report.

2.5 2025 Budget

The draft budget for 2025 must be put in place in August and circulated with the members in September or October (depending on AGM date). A budget planning session will be held during the August meeting. Lindsay and Katy are to look at some strategic planning options and report back in August.

2.6 2024 AGM Date and Format



The date and format of the 2024 Annual General Meeting is discussed. The Board agrees that the meeting should take place in mid-November and include a networking hour before the meeting. Lindsay is to create a list of venue options for the Board.

2.7 Street Maintenance

2.7.1 Trees and Tree Guard Maintenance

Lindsay reports that broken tree guards and dead trees have been replaced as of last week. The BIA will continue to work with the city on maintenance.

3. Marketing Update:

3.1 Social Media and Website Report

Katy will distribute a social media and website report post meeting.

4. Motion to Close the Meeting -

Motioned by: Shauna Bradley

Seconded by: Steve Moffatt

Unanimously accepted.

Action Items:

- Lindsay and Katy are to draft an underpass mural callout
- Lindsay is to find venue options for the 2024 AGM
- Lindsay is to draft and circulate the 2025 budget
- Lindsay and Katy are to start working on a new strategic plan