

TERRACE DOWNTOWN IMPROVEMENT AREA SOCIETY

Board Meeting Minutes Monday, March 16, 2026 | 12:15 p.m.

Visitor Information Centre Board Room

Present: Lael, Joe, Polly, Jessica, Ginny, Sam, Liz

Regrets: Phil, Andrea | **Guests:** City of Terrace: David, Travis

1. Call to Order

The meeting was called to order at 12:10 p.m. Quorum was confirmed.

2. Guest Presentation – City of Terrace

David and Travis – 4600 Lakelse Ave Project and Budget

- David and Travis provided an overview of the 4600 Block of Lakelse Revitalization Project, including the updated design concept, project budget, construction timeline, parking considerations, landscaping, lighting, and public art features.
- The board reviewed the overall design concept, including trees, planters, sidewalks, and related streetscape elements. It was noted that while some modifications have been made, the design remains generally aligned with the original concept commissioned by TDIA.
- Discussion focused on the proposed mural wall and planter configuration adjacent to the Days Inn parking area. Due to cost and parking constraints, the original full-length planter and wall concept has been revised. The wall is now proposed as a narrower concrete feature, approximately 24 inches high, shifted forward/south, with the planter moved closer to the crosswalk. A lighting feature is also being incorporated. The City noted that the purpose of the wall is not to block views, but rather to create a buffer to reduce the visual impact of the parking lot. Days Inn has been provided with options to modify its parking lot, and drainage work and possible resurfacing may also occur.
- The board and guests discussed parking lot access, accessibility to surrounding businesses, opportunities for signage, and ideas to better manage parking lot use. Questions were also raised about the island feature and how some of the original design elements might still be incorporated, depending in part on parking lot resurfacing.
- A budget update was provided, with the total project cost identified at approximately \$6.435 million, including construction and geotechnical vibration monitoring. It was noted that underground utilities are not the primary cost driver; service improvements are a major factor in the project budget.

- Construction is expected to begin with road excavation between March 23 and March 30, with completion anticipated in September 2026. Property owners have received regular project updates, although some may not yet know the exact start date. A City planner has been assigned to receive phone calls and emails related to the project, and Engage Terrace will be used as the main publicfacing information source. TDIA and the City of Terrace will meet later in the week to further discuss communications.
- It was confirmed that sidewalks will remain open throughout construction, with minor workarounds as needed and traffic control personnel on site. Brolly Square will remain open and is being leased for parking until September. There will be no access to the Days Inn parking lot during some phases, although some stalls will remain available. Both the Kalum and Emerson intersections will be repaved and regraded, including lane reconfiguration and curb bump outs.
- The board discussed landscaping and beautification priorities, including tree selection, plant species, plant availability, irrigation, and the importance of retaining the intended design character where possible. Hand watering has been identified as part of the irrigation plan, with hydrant access to be used as backflow. It was also noted that the Portland Loo will remain in its current location.
- Lighting plans were reviewed. Due to high supply costs on the original light standards, alternative suppliers have been considered, with Nova Pole identified as the selected supplier for pole standards with acceptable aesthetic appeal. The project will include uplighting for all trees and sculpture pads, as well as street lights, pedestrian lights, cannery style lights, and other uplighting features.
- Art installations currently removed from the street are being stored in City of Terrace lots. Longterm locations have not yet been identified, and some pieces require repair. It was also noted that canvas spots are being installed for future art installations, and TDIA is interested in preparing a proposal for future art components once sizing details are available.
- Further discussion took place regarding TDIA's proposed \$20,000 contribution toward the project. The board asked for clarification on where the contribution should be allocated and whether there may be interest in increasing that contribution. The City advised that \$100,000 has already been allocated toward the mural wall feature, and that Steve Rodgers had estimated that element at approximately that amount. Twin Con will complete the footing work, while the final feature cost is still being determined. TDIA will review the City's ask further.

3. Approval of Agenda

- The agenda was moved and accepted as presented.

4. Approval of Minutes

- The minutes of February 9, 2026 were moved and approved.

5. Treasurer's Report

Lael provided a financial update. The year-to-date budget information had been attached to the board package, and an emailed recap was also circulated.

Key updates included the following:

- The RBC GIC account has now been closed.
- Funds were transferred to NSCU
- The 2025 records have been provided to Grant Thornton, who confirmed they will continue to prepare the yearend financial statements at no charge.
- Lael is in the process of renewing TDIA's insurance through BIABC.
- A \$500 holiday lights payment is to be made to CLAY Artists of Terrace for their Holiday Lights Grant.

Motion: \$20,000 will be donated to the City of Terrace as part of the 4600 Block project. This will come from the \$23,000 unallocated funds.

Carried.

The board also discussed the possibility of a future City request for additional budget allocation. This will be considered further at a future TDIA meeting. There was also discussion about Terrace Community Forest funding allocated to public art.

6. Grants & Funding

- **Business Facade Improvement Program 2026**
 - Jessica reported that the website and application are now live, and promotion is planned through March and April. The application deadline is May 8, 2026.
 - Polly noted that she will specifically reach out to Fiori and Benson Optical. It was also noted that CLAY Terrace and Progressive have expressed interest. Jessica will create promotional materials, including a newsletter distribution.
- **Downtown Events Grant Application – Skeena Valley Seniors Society**
 - The board reviewed the Skeena Valley Seniors Society application and discussed eligibility in relation to the TDIA Events Grant criteria.

- The board agreed that the event, as submitted, does not fit the eligibility requirements of the grant program.

Motion: That the TDIA Board decline the Downtown Events Grant application from Skeena Valley Seniors Society.

Carried.

Jessica will respond to the applicant.

7. Projects & Committees

· 4600 Block of Lakelse Revitalization

- Further to the City presentation, there was discussion about continued TDIA communications and business support considerations.
- The board discussed the possibility of continuing to engage Wes the horticulturist to assist with landscaping plans.
- It was also noted that the lights on the 4600 Block need to come down. Polly will reach out to Dan, and Jessica will also follow up with a potential contact.

· **Greig Avenue Landscaping** - This item was tabled until the next meeting.

· **Centennial Advisory Committee** - This item was tabled until the next meeting.

8. Bylaw & Community Safety

- Phil's bylaw recommendation update and related next steps were tabled until the next meeting.

9. Communications

- The board briefly noted board member bios, as well as website and social media updates.

10. BIABC

- Joe and Liz will attend the BIABC event in May. Jessica will send the BIABC registration information.

11. New Business

- REDIP Application

- The board discussed next steps and agreed that the committee will meet further to discuss how to proceed. The board noted the importance of maintaining a focus on economic development.
- **INSPIRE FUND**
 - There was brief discussion about potential future INSPIRE FUND opportunities, including possible Centennial related projects such as fish art installations. It was noted that the intake is expected to open between July and September.

12. Next Meeting

- April 20, 2026 at 12:15 p.m. Brian from the Chamber will attend.

13. Adjournment

- The meeting adjourned at 1:59 p.m.