

Terrace Downtown Improvement Area
Meeting Minutes
August 28, 2024
Terrace Tourism Office

Present

With regrets

Joe Lavoie, President
Liz Smaha
Mike Hogg
Ginny Kenmuir
Sam Harling
Lael McKeown, Treasurer
Dave Gordon, City Liaison
Jessica Hogg, Communications

Andrea Harmel
Polly Rudderham

1. Call to Order: 12:04 pm
2. Acceptance of the Agenda
Motion: Liz Carried
3. Acceptance of Minutes of Meeting held August 23, 2024
Motion: Liz Carried
4. Treasurer's Report
Expenditures to date: \$28,070.63
Funds remaining in 2024 Levy: \$81,929.37
Funds invested in RBC GIC: \$242,628.02
NSCU Bank Account: \$7,784.21

Vohora has 2023 Financial Statements ready for review and signing

5. TDIA Committee Reports
Downtown Revitalization
Committee: Liz, Polly, Lael. Will appoint a fourth person at a later date
After meeting with the city, Liz has set up a meeting with Lori Sly, Grant Writer, to review the application to REDIP
Discussion was held on which grant to apply for
\$100,000 for planning or \$1,000,000 for implementation
Decision will be made after meeting with Lori
Need to review Urban Systems sketches for above ground work

Skeena Salmon Arts

Dave Gordon to bring back a design for the art installation gateways. Dave reported that he has been talking to Stan Bevan and Dempsey Bob around two pieces of art for the downtown

Skeena Salmon Arts to focus on more murals. 8-9 spots.

Wayfinding Project

Liz: reported on Wayfinding project.

City is contemplating a branding exercise for the 2027 100th year anniversary
Terrace needs to develop a “vibe”

Façade Grants

KFC will be upgrading their building

MNP have applied for their façade grant. This will come from the NDI plan administered by the City.

Joe to send out a summary of where the grant program are.
Need to confirm which will be paid by TDIA and which will be paid by NDI
Need to fill up NDI \$15,000 first.

Landscaping

Is there a way we can encourage businesses to maintain their landscaping?

Greig Avenue Landscaping

Tentatively scheduled for September 5 or 6
Have applied for a grant from Northern Savings for \$9,000

Communications

Jessica gave a report on communications to date and future plans
She will do a story on Greig Avenue planting when complete

6. Business Arising

Communications with city:

Liz will set up a meeting with Sean and Maggie

Topics:

Where is the downtown “officially”

Branding: ensure it is cohesive

Need to preserve existing commercial land in BIA

Need to identify a third entrance to town

Directors

There is one more position to be filled.

Joe will write to engineering firms for possible nominees

Signing Authority

Will increase signing authorities to 3

Add Joe Lavoie and Sam Harling.

Cancel Craig Dunfield

Lael will arrange

Annual General Meeting

Date: ~~October 28, 2024~~ subsequently changed to October 21

4:30 for set up

Venue opens at 5:00

Meeting begins at 5:30

Liz will arrange with the Legion

September 7 send notice out to members of record

September 30 advertise on website

October 9 need to have advertisement in to the newspaper

2025 Budget

Need to finalize 2025 budget for presentation to the AGM and to the City by November 1

Meeting adjourned 1:45pm