



Meeting Minutes
Annual General Meeting (AGM)
Transcona Business Improvement Zone (BIZ)
Wednesday, November 13, 2019
Quinlan's Deli & Café; 101 Regent Avenue West

1. Call to Order – Brent Thomas called the meeting to order at 6:29 p.m.
2. Welcome and Introductions

Opening Remarks by Board President and meeting Chair, Brent Thomas.

Brent introduced the Board of Directors and BIZ staff present at the meeting:

Directors: Keith Cruise, Vice President, Bond Printing
Rob Geswin, Wyatt Dowling Insurance
Robert Juniper, RJ Accounting
Tom Oakley, Oakley Alarms
Shawn Nason, Transcona City Councillor
Brent Thomas, Casera Credit Union (President)

Staff: Paul Hodgert, Community Events Co-ordinator

Brent mentioned that Alex Morrison has stayed on as Interim Executive Director until January 31, 2020.

He also thanked the staff of Quinlan's for their work in serving the meal.

Brent also announced that the notice of the AGM was mailed out on October 23, 2019 which is in accordance with BIZ By-Laws.

3. Recording Secretary

Moved by: Keith Cruise
Seconded by: Sheilagh Ball

That Paul Hodgert be appointed the recording secretary for the November 13, 2019 Annual General Meeting.

Motion Carried

4. Approval of Agenda

Moved by: Robert Juniper
Seconded by: Shawn Nason

That the agenda for the November 13, 2019 Annual General Meeting of the Transcona BIZ be approved.

Motion Carried

5. Approval of Minutes

Moved by: Joe Porco
Seconded by: Keith Cruise

That the minutes of the November 13, 2018 Annual General Meeting of the Transcona BIZ be approved as presented.

Motion Carried

6. Presentation of 2018 Audited Financial Statement

Brent called upon Robert Juniper to present the 2018 audited financial statements.

Robert said that the auditors, the Exchange Group, indicated that this was a clean audit and there were no qualifications to the auditors' opinion. He walked through the statements and explained the statement of financial position and the statement of revenue and expenditures. He indicated that the expenses are broken into two categories, operating expenses and special programming expenses.

This report was provided as information for the BIZ members. Robert indicated that if anyone had any questions about the financial statements following the meeting, they should call the BIZ office for more information.

7. Approval of Auditors for 2019

Moved by: Sheilagh Ball
Seconded by: Joe Porco

That the Exchange Group be approved as the Auditor for fiscal 2019.

Motion Carried

8. Review of 2019 Accomplishments – “Year in Review”

Brent Thomas presented an overview of the year's activities and accomplishments:

- Completion of the Downtown Transcona Economic Development study.
- Completion of Zone expansion to Park City Commons. Contributions to the annual rental value should be seen in 2021 budget.
- Good press coverage, both print and broadcast: Transcona was named the Hidden Gem neighbourhood in Canada in the 2019 Re/Max Livability Report.
- Murals & Public Art: One of our new murals, on Sevala's Ukrainian Deli, was named Winnipeg's Mural of the Year. Award presentation was covered by local media.
- The Winnipeg Symphony Orchestra returned to perform at the Transcona Centennial Square.
- Market Gardens continued to grow and add evening markets.
- Attendance at our Summer Concert Series increased from last year. The program is an ongoing success.
- Outdoor Movie Series enjoyed similar success. We are committed to keeping the event suitable for families.
- Banner program featured 64 student banners out of 750 submissions from local school students.

Staff Changes:

Brent thanked Alex Morrison for her 4 years with the BIZ and highlighted the BIZ's accomplishment during her tenure and wished her well in her future endeavours.

Brent also thanked Jessica Campbell for her time with the BIZ and wished her well in her future endeavours.

Board Changes:

After 4 years, Giorgio Kodalonis left the BIZ board due to work commitments. We thank Giorgio for his contribution to our board.

In June of 2019, Robert Francis of Prana Pharmacy joined the BIZ board.

Plans for 2020:

The Transcona BIZ has grown to a membership of 170 businesses and the BIZ staff and board remains focused on its mandate:

- To promote, maintain, improve and beautify the BIZ zone
- To undertake and promote economic development
- To attract and encourage the development of new business in the zone

Recruiting of a new Executive Director is underway. There has been a good response to the job posting and we hope to have someone hired in the next 3-4 weeks.

The board will continue to review and determine the next step in proceeding with the Downtown Transcona Economic Development action plan.

Establish a Zone presence for Park City Commons – that will include BIZ branded (commercial) banners along Plessis, and the installation of holiday lighting.

Refresh our strategic plan to determine the BIZ's new direction for the period of 2020 – 2022. (Surveys and an open house to receive input from BIZ members.)

Review and update the board's governance activities.

9. Presentation and Approval of the Proposed 2020 Budget:

Brent called upon Robert Juniper to present the 2020 budget.

Robert explained that operating revenue is broken into BIZ levy and grants. Special programming has its expenses and revenue in their own section for ease of reading. The BIZ is planning to have a surplus of \$2,217.36.

Glen Fuhl asked why the Storefront Improvement Grant line item has been decreased. Robert informed him that only one business applied for the grant in 2019.

Being no other questions, Brent called for a motion to approve the 2020 budget.

Moved by: Sheilagh Ball

Seconded by: Glen Fuhl

That the 2020 budget be approved as presented.

Motion Carried

10. Special Guest Speaker – Michelle Richard:

Michelle Richard from Richard & Wintrup gave a short, concise presentation about the Downtown Transcona Economic Development (DTED) report. She explained that Transcona is in a good position and recommendations are included in the report to move towards driving the desired economic growth. She explained that Transcona already has many of the features that are desired by communities undertaking economic development plans and downtown revitalization initiatives. She stressed that taking incremental steps will assist in taking advantage of the opportunities that are available.

Brent informed the meeting attendees that there will be more information about the DTEP forthcoming in 2020.

11. Election of the 2020 Board of Directors:

Brent turned the floor over to Councillor Shawn Nason (City of Winnipeg) to conduct the election of officers and present the slate of directors for 2020.

The Transcona BIZ consists of 10 members, 1 member is the Ward Councillor appointed by the City of Winnipeg and the remaining 9 Board members are elected by the membership.

Giorgo left the board due to work commitments. Robert Francis was appointed to the board in his place during 2019. All other board members let their names stand for another two-year term and there was one new nomination, Jeff Klause.

2020 Board Nominees:

Brent Thomas, Casera Credit Union
Keith Cruise, Bond Printing
Robert Francis, Prana Pharmacy
Jeff Klause, Little Bones Wings

Proposed 2020 Board of Directors:

Brent Thomas, Casera Credit Union
Tom Oakley, Oakley Alarms
JP Pelletier, NFI/MCI
Keith Cruise, Bond Printing
Robert Juniper, RJ Accounting
Rob Geswin, Wyatt Dowling Insurance
Robert Francis, Prana Pharmacy
Jeff Klause, Little Bones Wings
Vacant Position
Councillor Shawn Nason, City of Winnipeg

12. Motion to Accept 2020 Board of Directors:

Shawn called for a motion to approve the slate of directors for 2020 as presented.

Moved by: Sheilagh Ball
Seconded by: Robert Juniper

That the slate of Board of Directors as proposed for 2020 be approved by acclamation.

Motion Carried

13. Greetings from Government Officials:

Brent introduced our Government officials that were invited to bring greetings.

Shawn Nason – City Councillor for Transcona

Shawn thanked the area for their support during his first year on council and credited the former councillor, Russ Wyatt, for all he did and all the initiatives that are ongoing. He also encouraged business members to reach out to him if they need anything and encouraged business owners to put their names up for the vacant board position.

James Teitsma – MLA for Radisson

James applauded Quinlan's for the meal and held them up as an example of the momentum in Transcona. He said that the provincial government is on the side of small businesses and will continue to work to stoke growth in Transcona and the province at large.

14. New Business:

None

15. Draw:

Sheilagh Ball won the prize draw for a one-night stay with breakfast for two at the Fort Garry Hotel.

16. Adjournment

There being no further business, Shawn moved to adjourn the meeting at 7:16 p.m.