



DOWNTOWN PORT ELGIN

BUSINESS IMPROVEMENT AREA

BOARD OF MANAGEMENT MEETING
Tuesday, June 16, 2026 9:00 am
Via Zoom

APPROVED MINUTES

Attending: Pier Donnini, Melissa Good, Melissa Pettigrew, Jenn Lamont, Diane Huber and Lisa Mills,
Coordinator
Regrets: Steven Harris

1. Meeting called to order at 9:11 am

2. Land Acknowledgement, Lisa Mills

We want to acknowledge the Territory of the Anishinabek Nation: The People of the Three Fires known as Ojibway, Odawa, and Pottawatomie Nations. And further, to give thanks to the Chippewas of Saugeen and the Chippewas of Nawash, known collectively as the Saugeen Ojibway Nation, as the traditional keepers of this land.

3. Additions to the Agenda

1. Board candidates for Fall - Angie Ebenstreit
2. Motion to give funds to Pumpkinfest
3. Motion to give funds to Southampton Arts Festival

4. Request for Declaration(s) of Pecuniary Interest

None

5. Request for motion to adopt minutes of June 2nd, 2026 Board Meeting

Moved by Jenn Lamont

Seconded by Melissa Good

Carried

6. Chair's Report, Pier Donnini

a) In-person member visits

Beginning this afternoon, Pier will be conducting in-person visits along with Paul McGrath, Economic Development Office with the Town. Paul will be leaving behind and business retention and expansion survey

- b)** 2026 is a Board election year. Please consider if you would like to put your name forward for another term. Lisa will also approach Angie Ebenstreit and leave her with an outline of a Board Member's responsibilities and expectations.

Pier also has a candidate to approach.

Melissa Pettigrew has indicated that she will not be continuing on as a Board member while she returns to school this fall. We wish her the very best and look forward to her help and input with ongoing promotions and events.

Pier has confirmed that he will be standing again.

- c) Mission and vision statements are now in a state that we can take to the membership. These will serve as foundation for building concrete action items and we'll be asking the Membership for their input.
- d) Pier recused himself as he sits on Pumpkinfest Board, re:
Request for motion to give funds to Pumpkinfest for activation sponsorship per 2025
Motion not accepted, rather we will place a full page ad for \$1,000 in the Saugeen Shores Guide to be published this summer by Pumpkinfest

Chair steps back into meeting.

The ad concept is to be a clean, simple message with QR code to BIA website. Jenn Lamont suggest that the Board create a short video with each saying what Port Elgin and the BIA means to them - Pier will ask Seattle to create.*Possibly at Art in the Alley

- d) **Request for motion to give funds to Southampton Arts Festival for sponsorship**
Motion not accepted
Should this become a Saugeen Shores Arts Festival, the Board would be happy to review
Lisa will connect with Fred Kuntz, SAF Chair regarding this decision.

7. Treasurer's Report, Lisa for Steven Harris

Spending is on track.

8. Coordinator's Report, Lisa Mills

No Report.

9. Promotions and Events Report, Melissa Good, Lisa, Pier

- a) **Art in the Alley - June 26, 6-9pm, Rosina's Alley**
Board encouraged to attend for 7pm, Mayor and some council and staff will be attending
5 artists will be showcasing their work, including featured muralist Rowan Stephenson. Nuclear Vibes will be providing musical entertainment.
Rain date the following Friday evening
Flagged as a good opportunity to film board video (Jenn will be in Nashville, however)
- b) **PoutineFest July 1, 11 - 4 pm**
5 businesses confirmed to date: Wismer Brew Pub, Shawerma Plus, Wild Wings, Sam's Grill and The Queens
\$25 for 5 tastings, \$7 for 1, tickets only on Eventbrite, exchanged for tokens 1 token = 1 tasting
BIA will provide containers, promotion, tokens and trophy for winning dish
Marketing: Pier will speak with Brian about radio interview, Queen's will be spending \$100 on social ad and BIA will spend \$200 on socials
- c) **Canada Day Coulter Parkette Activation, 11-1pm**
Face painting, bubble lady, sidewalk chalk and balloons for the kids. Nuclear Vibes will be playing from noon until 4 pm. The Farmers' Market will also be active until 2pm.
- d) **Labour Day at Coulter Parkette, 11-1pm**
Face painting, caricaturist, bubble lady, lemonade stand
NOTE: Lisa to reach out to Fire and Police Departments to invite their kids' safety officers
Fire Contact: Jenna, Public Education
Police Contact: Deputy Chief Mike Mighton

13 Town Report, Deputy Mayor Diane Huber

No Report

14. Motion to accept all reports

Moved by Pier Donnini

Seconded by Melissa Good

Carried

15. Next Meeting :

Tuesday, September 16th 9am via Zoom

PLEASE DIARIZE THE THIRD TUESDAY OF EACH MONTH AT 9:00 AM IN YOUR CALENDARS FOR BOARD MEETINGS!

16.. Meeting Adjourned at 9:48 am

ACTION ITEMS:

Lisa

- Call Angie Ebenstreit
- Connect with Christine Mitchell for full page ad specs
- Draft ad for Pier's review and approval
- Connect with Fire and Police re Labour Day activation at the Parkette
- Follow up with Fred Kunts and advise SAF will not receive funding this year, note that BIA will re-visit if event becomes Saugeen Shores wide
- Finalize Poutine Fest poster once participants have been confirmed

Pier

- Walkabout with Paul Mcgrath and gather merchant input for strategic priorities
- Speak with Brian at radio station re: Poutine Fest interview/ad buy
- Follow up with potential delegate candidate re: Board position

All Board Members

- Please attend Art in the Alley June 26, for 7pm
- Confirm re-election intentions before September to allow time for recruitment