SOUTH QUESNEL BUSINESS IMPROVEMENT ASSOCIATION

MEETING MINUTES – 6pm June 9, 2026, Dragon Gate Restaurant

(Quorum is a minimum of 4 of the 7 represented businesses on the board)

In attendance: Charlotte (Westroad Consultants), Nav (Staples), Michelle (Aroma Foods), Janessa (The Beauty Lounge), Charity (Attitude South), Lisa (Executive Director)

Important new information will be highlighted below in teal

Any Action items will be highlighted below in yellow

WELCOME & ACKNOWLEDGMENT

We gratefully acknowledge that we are gathered on the Traditional Territory of the Lhtako Dene.

1. **CALL TO ORDER 6:00pm**
2. **APPROVAL OF AGENDA**
   Addition to New Business-Homeless Shelter, Addition to Partner updates/Collab-Hwy 97 Speed/Safety Concerns. 1st Michelle 2nd Jannessa. Motion Carried.
3. **APPROVAL OF MINUTES**
   Approved as circulated
4. **EXECUTIVE DIRECTOR REPORT**
   Highlights: I am excited to bring several learnings from the BIABC Conference to life within our own BIA. A few examples are "Mirco Events", Data collection, bylaw renewals and more. Please check out the reports for detailed information. Happy to answer any questions as well, southquesnel@gmail.com.
5. **CORRESPONDANCE**
   a) BIABC Media Release- Provincial Liquor Policy Changes -Sent via email
   b) BIABS Media Release- Small Business center of budget planning-Sent via email
6. **FINANCE REPORT**
   After the meeting I received the invoice from Northern Flowers, the beautification amount below will include the flower amount, though I am still waiting on an invoices for Gatorade/Freezes (Community Engagement) The numbers and percentages below help guide us in creating our budget for the next fiscal year.

Category	Budget	Remaining	% Remaining
General	$8,150	$2077.03	25.5%
Administration	$32,900	$2321.48	7.1%
Advertising & Promotion	$8,300	$2,126.05	25.6%
Meetings & Board Engagement	$7,300	-$524.41	-7.2%
Beautification & Safety	$15,350	$105.89	.69%
Community Engagement	$8,000	$3245.77	40.6%
SQ Community Building	$40,800	----------	----------

7. OLD BUSINESS

a) Flowers/Planter Boxes Planter boxes have been installed, and flowers have been delivered. Costs have been $3,304 for the planter boxes, $409.80 for delivery of planter boxes and the total flower cost was $5913.60.
b) Banners: The new banners are in and ready to be put up, just waiting on City-Public Work staff to install them.
c) Attitude South Mural: Back in 2022 the board approved a request from Attitude South to have a mural painted on their building. They are now ready to have this project completed, so we have granted them the $500.
d) Community Foundation Grant Update- As soon as the new banners are up, Lisa will take photos and send them in to complete our contract duties for the grant.

8. NEW BUSINESS

a) Popcorn bags – Rather than ordering popcorn bags with our logo already on it I have purchased plain bags. This is a cost difference going from .80c/bag to .18c/bag after taxes. I was able to get a custom stamp made from Staples with the South Quesnel logo, so we can still brand the popcorn bags.
b) Banner Alternative Update – We now have a draft design, the next steps will be reaching out to Lhtako Dene, and the city.
c) Future Meeting Locations – The board discussed where they would like to hold future board meetings. The consensus was to keep the meetings in the South Quesnel area moving around while supporting our members.
d) Homeless Shelter- There have been rumours regarding a homeless shelter moving into one of the hotels in South Quesnel. We can confirm this is NOT true. The city has shared with us that shelters need to be within close walking distance of services for the vulnerable unhoused people. For example, services such as hospital, health professionals, mental health supports etc.

9. PARTNER UPDATES & COLLABORATIONS

a) Clean Team Meeting (BIA`s, City of Quesnel, Chamber of Commerce) Charlotte, Julie and Lisa attended a meeting with partner groups, and the City regarding the clean team Funding. This program is contracted between Northern Health and the City, the clean team program is only a small part of the coordinators role/responsibilities of her work. The funding is not secured past this year, the total cost is $75,000. The partner groups brainstormed of where potential funding could come from. Some examples were grants, community programs, and larger community partners.
b) Letter to Ministry of Transportation – We wrote a letter to the MOT advocating for increased safety measures at the intersection of highway 97/larch ave/cedar ave. We have requested a meeting.

c) Letter/Invitation to meet with the Quesnel Farmers Market- A letter was sent to the Farmers Market board requesting the opportunity to meet and discuss possibly hosting the farmers market in South Quesnel.
d) Invitation for input for Quesnel`s 100th Birthday- A letter was sent to board members with an inviation to be a part of planning for the Citys 100th birthday. If anyone is interested in being involved please let our Executive Director know.
e) Joint BIA Meeting - Next meeting likely to be in August
f) Lhtako Dene POW WOW- In the past South Quesnel has supported the POW WOW in various ways. This year the board decided to purchase gift cards from No Frills, Wal-Mart, Aroma Foods and Franks to help support our local volunteers. Charlotte motioned to spend $800 divided between No Frills, Franks, Aroma Foods and wal-mart, Michelle seconded. Motion Carried.

10. COMMITTEE UPDATES

a) Policy Committee- If anyone is interested in joining the policy committee this work will happen over the summer and bring forward any recommendations to the board prior to the AGM in October.

11. COMMUNITY BUILDING PROJECT

a) Bus Shelter and platform – Invoice with the breakdown of costs was shared with the board, the total cost was $10,000.00.

UPCOMING DATES

June 27- 10-3pm Attitude South One Year Anniversary (Family Fun kids Day)
Aug 1-2 – Lhtako Dene POW WOW
June 21st – Indigenous Peoples Day
Sept 15th- South Quesnel Regular Board Meeting

12. MEETING AJOURNED: 7:15pm

NEXT MEETING: SEPTEMBER 15TH, 2026 at WINGS

(The next meeting date was moved from September 8th to September 15th)