

# Manotick Business Improvement Area

## JANUARY 2019 ANNUAL REPORT



P.O. Box 414, Manotick, Ontario, Canada K4M 1A4

Phone: (613) 692-7657

[www.ManotickVillage.com](http://www.ManotickVillage.com)





# Manotick BIA 2019 Budget

|  |   | 2018 Annual Budget | 2019 Budget     |
|--|---|--------------------|-----------------|
| 179501 - BIA MNTK Source of Financing      | 407015 - Other Revenue                        | -2,600             | -3,800          |
| 179520 - BIA MNTK Taxation                 | 407001 - General Taxes                        | -214,760           | -218,676        |
|  | 407104 - Payment In Lieu                      | -                  | -               |
|  | 507431 - Remissions                           | -                  | -               |
|  | 507434 - Vacancy Rebate General Taxes         | -                  | -               |
| <b>Revenues</b>                            |   | <b>-217,360</b>    | <b>-222,476</b> |
| 179514 - BIA MNTK Maintenance              | 407015 - Other Revenue                        | -8,546             | -8,546          |
| <b>Maintenance</b>                         |   | <b>-8,546</b>      |                 |
| <b>Total Revenue</b>                       |   | <b>-225,906</b>    | <b>231,022</b>  |
| 179501 - BIA MNTK Source of Financing      | 502210 - Advertising/Promotion                | -                  | -               |
| <b>Revenues</b>                            |   |                    |                 |
| 179500 - BIA MNTK Administration           | 502111 - Conferences & Conventions            | -                  | 830             |
|  | 502132 - Voice/Data Network Charges           | 850                | 650             |
|  | 502210 - Advertising/Promotion                | -                  | 8,000           |
|  | 502310 - Audit Fees                           | 1,300              | 1,400           |
|  | 502373 - Insurance Premiums                   | 3,580              | 4,300           |
|  | 502392 - Consultants                          | 80,000             | 63,000          |
|  | 502394 - Receptions / Luncheons / Hospitality | 650                | 2,000           |
|  | 502395 - Corporate Memberships                | 370                | 880             |
|  | 502896 - Graffiti Removal                     | -                  | -               |
|  | 502928 - Community Events                     | -                  | -               |
|  | 505990 - Office Supplies                      | 4,400              | 4,500           |
|  | 507998 - Provision for Unforeseen             | 2,000              | 1,000           |
| 179523 - BIA MNTK Web Design/ Brochures    | 502210 - Advertising/Promotion                | 5,650              | 7,450           |
| <b>Administration</b>                      |   | <b>98,800</b>      | <b>94,010</b>   |
| 179521 - BIA MNTK Special Events           | 502210 - Advertising/Promotion                | 2,800              | 2,300           |
| 179522 - BIA MNTK Advertising              | 502210 - Advertising/Promotion                | 4,000              | 4,000           |
| 179524 - BIA MNTK Olde Fashioned Christmas | 502210 - Advertising/Promotion                | 15,500             | 15,500          |
| 179527 - BIA MNTK Dickinson Days           | 502210 - Advertising/Promotion                | 9,000              | 1,700           |
| 179528 - BIA MNTK Women's Day              | 502210 - Advertising/Promotion                | 18,500             | 18,500          |
| 179529 - BIA MNTK Taste of Manotick        | 502210 - Advertising/Promotion                | 25,000             | 25,000          |
| 179530 - BIA MNTK Health & Wellness        | 502210 - Advertising/Promotion                | 6,000              | 3,000           |
| <b>Advertising, Promotion &amp; Events</b> |   | <b>80,800</b>      | <b>70,000</b>   |
| 179511 - BIA MNTK Seasonal Decoration      | 502210 - Advertising/Promotion                | 23,600             | 22,500          |
| 179512 - BIA MNTK Signage                  | 502210 - Advertising/Promotion                | 3,160              | 3,160           |
| 179514 - BIA MNTK Maintenance              | 502210 - Advertising/Promotion                | -                  | -               |
|  | 502441 - R & M - Grounds                      | 8,000              | 9,250           |
|  | 502896 - Graffiti Removal                     | 8,546              | 8,546           |
| 179515 - BIA MNTK Lamppost Hydro           | 505348 - Hydro                                | 3,000              | 3,000           |
| Mahogany Harbour                           |   |                    | 2,500           |
| Remissions                                 |   |                    | 10,000          |
| <b>Maintenance</b>                         |   | <b>46,306</b>      | <b>58,956</b>   |
| <b>Total Expense</b>                       |   | <b>225,906</b>     | <b>231,022</b>  |



## Message from the Chair

Wow! What a fantastic, fast paced year we've just had!! I am so excited about getting into 2019!

In 2018, we were able to get an awesome Mural in the Mill Street Park, another Piano for the Piano in the Park, \$40,000 dollars in grants to add more of a presence to Main Street, an amazing Lounge for Women's Day, an additional \$10 were added to the awesome ManoChic bags for Women's Day, we were featured on CTV Live for March Break Ideas, we were able to present what this Village had to offer for Valentine's Day, The DOCK is finally coming and Manotick was filmed and featured, along with a few businesses for a publication with over 10 million viewers!!!

This will now be my second four year term as the Chair of the Manotick BIA. Our Executive and Board have also changed. I would like to thank the outgoing office holders for their most excellent service to this village. I would like to warmly welcome the new members of the Board.

This year we said Goodbye to Mr. Ken Gordon, a businessman extraordinaire, with great sadness. However, in this time of sadness, it was so heartwarming to see our Village come together and show our resolve for such sadness.

In 2018 we also said goodbye to some of our businesses, however, we were able to say HELLO to so many more and still more to come!

This year, I would like to encourage more partnerships within and between our businesses, so we all know the magnitude

of what all our businesses can do. I would also like to encourage more partnerships between other community groups within Manotick.

Please remember, our Board Meetings are open to all Businesses and your participation in all the events are, as always, the key to our success!

Best Wishes for an AWESOME 2019!!!

**Dr. Salima Ismail, B.Sc., B.S.S., D.C.**

Chair, Manotick BIA

Chiropractor, Chiromax of Manotick



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# **Manotick BIA 2019 Board of Management**

## **Executive**

Dr. Salima Ismail – Chair – Chiromax  
Michelle VandenBosch – Vice Chair – Rebelpetal  
Adam McCosham – Treasurer – Manotick Home Hardware

## **Directors**

Michael Mirsky – Landlord Manotick Home Hardware  
Dr. Victoria Clarke – Chiromax  
Jim Stewart – Manotick Office Pro  
Dr. George Michaliszyn – NIN Collection & Boutique  
Leigh Currie – Urban Design Co.  
Dot Janz - Black Dog Bistro  
Jennifer Holmes - Manotick CIBC  
Dianne Pritchard – Just Imagine Transitions  
Councilor Scott Moffatt – City of Ottawa

## **Community Associate Members**

Grace Thrasher – Manotick Village Community Association  
Margot Belanger – Dickinson Square Heritage Inc.  
Anu Angelis-Watson's Mill  
Jeffrey Morris – Manotick Messenger  
Gary Coulombe – Kiwanis of Manotick

**Executive Director – Donna Smith**



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## What is a BIA

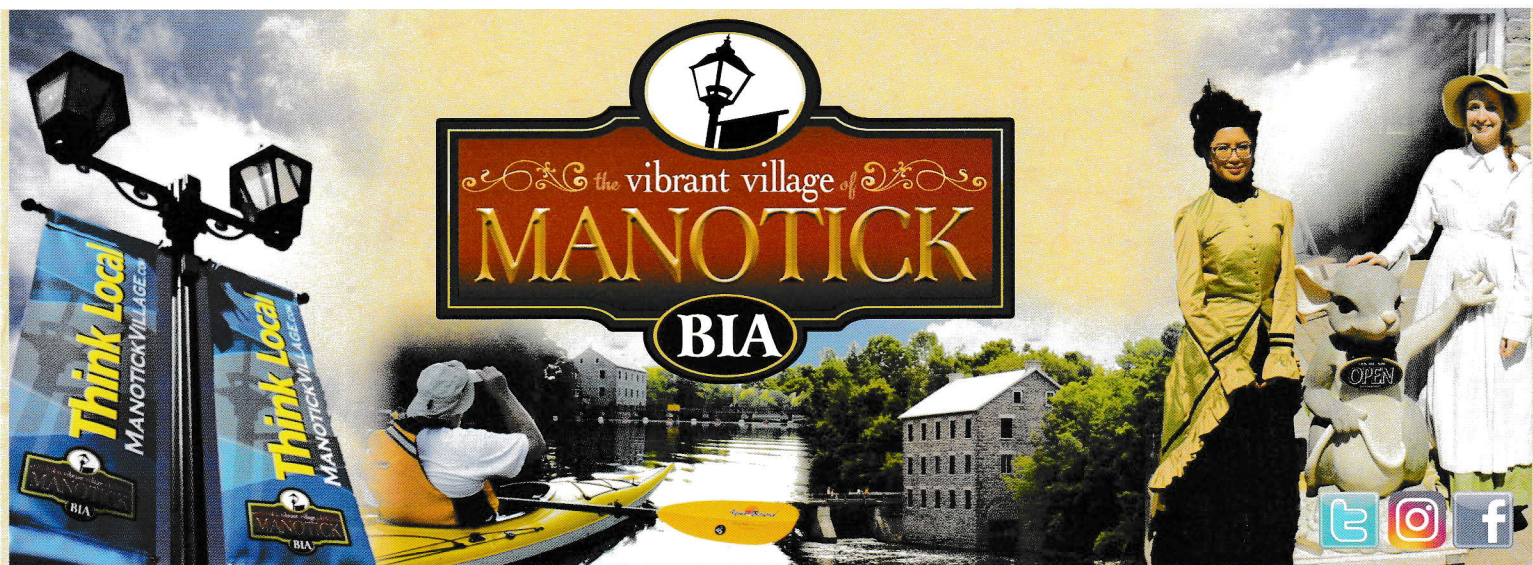
- A Business Improvement Area or BIA is an association of local business owners and property owners, who have come together to improve, promote and undertake projects that will result in a stronger and more competitive commercial business district.
- A BIA can only be established through a by-law passed by municipal council at the request of the local business community.
- The Manotick BIA covers the business core, which includes over 125 businesses.
- The Manotick BIA operates with a board of management that is a local board of the City of Ottawa. The board consists of a Chair, Salima Ismail and a Vice Chair Dianne Pritchard. These two positions are elected. We have 6 directors and the elected councilor Scott Moffatt. Local boards must abide by municipal policies, procedures and by-laws of the Municipal Act. As we work closely with the community we have added in our by-laws and constitution Community Associate Members that do not have a vote, they are the Watson's Mill, the Manotick Village Community Association and the Mill Quarter. Local boards must abide by municipal policies, procedures and by-laws of

## A Couple Quick Facts

- First BIA in the world was established in 1970 – Bloor West Village
- Currently there are about 310 plus BIAs in Ontario and 20 of them in Ottawa
- BIAs represent over 60,000 businesses across Ontario
- Accumulated levy of Ontario's BIAs is more than 50 million

## Funding:

- Once a BIA is established, every business that pays property tax-including professional, various organizations, retail establishments, restaurants, located within the BIA geographic boundary-contributes to the BIA's budget and is automatically considered a member of the BIA. Memberships in the BIA is limited to property owners and tenants. The levy is collected by the City of Ottawa, but administered by the BIA Board of Management. The BIA budget must be approved by the municipal council. The funds can only be used to upgrades to public property, not private property. The common funds have to be used for the common good.





## Staff

- The Manotick BIA has one staff. The Executive Director.

## Mandate

To promote the Village of Manotick as a shopping, dining and historical destination and to attract consumers, commercial tenants, and visitors. Advocate for its economic viability within the City of Ottawa.

## Vision

Capitalize on the concentration of unique shops, restaurants, services and historical sites in the area by developing incentives to support them and promote the Village of Manotick as a Destination – a place to experience unique shops, superb dining, rich in history and culture. This in return will cultivate “the vibrant village of Manotick” brand that attracts people to Manotick.

## Contributions the Manotick BIA makes to the local economy

The Manotick BIA has a positive impact on the surrounding community. It increases foot traffic, revenues for local businesses and a heightened awareness of the uniqueness of Manotick in the Village and outside the immediate area.

## Beautification

- We are responsible for the seasonal banners and Christmas décor
- All the plantings from hanging baskets to all the planters and gardens located in the commercial area. Along with the ongoing maintenance and watering
- Purchasing and installation of benches, garbage cans and the information kiosk along the Main St.

## Signage

- We designed and manufactured the entranceway signs along with the highway profile signs you see along HWY 16.



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## **Annual Events 2019**

We are a very event driven BIA. Our events are created to encourage local consumers and external consumers to come and experience Manotick. The thought process is to give visitors a reason to come to Manotick. We have been successful in doing this. Our events and attendance have been growing substantially over the past several years.

### **Health & Wellness Day- May 4th**

- Manotick can boast about having the most comprehensive array of health care providers in our "Vibrant Village". Join us to celebrate all the health care providers and take advantage of all Manotick has to offer.

### **Dickinson Day- June 7th & 8th**

- For the past 31 years, this event in June has become a welcome sign of summer as Manotick and Ottawa residents flock to historic Manotick to take part in the celebration of Moss Kent Dickinson's birthday, the founder of the Village of Manotick. The weekend is overflowing with activities in the historic town.

### **A Taste of Manotick – August 17th**

- Come and experience all "the flavours" Manotick has to offer. The Main Street will be open to pedestrians. Local businesses line the street showcasing all the Village has to offer, from fantastic specialty/gift stores, stylish clothing, unique dining and many other services. There will be tasting, samples, draws, demonstrations. All the restaurants are open, offering the best service in town. Come out and enjoy live music, entertainment and food at its best.

### **Women's Day - November 2nd**

- A day devoted to Women. Come and spend the day in Manotick and enjoy all the Village has to offer. There will be, in store specials, refreshments and free gifts throughout the Village. Bring your friends, sisters, mothers and daughters to browse, shop, learn and enjoy Ottawa's Historic Waterfront Village.

### **Olde Fashioned Christmas - December 7th & 8th**

- Manotick's Olde Fashioned Christmas celebration. From horse drawn wagon rides with Father and Mary Christmas to sunset caroling, this weekend is full of traditional events not to be missed. Refreshments and music everywhere!
- The Village is transformed into a Christmas of yester year. Wreaths are hung on lampposts, brightly lit trees, storefronts are decorated with bows & boughs and the Village of Lights shines brightly all season long.



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## A Look Back to 2018

- Stronger Social Media Presence
- Bell Media program for events (TV commercials, Radio, live spots on CTV Morning Live)
- Increased Associate Memberships
- Large Entrance Sign Bankfield and Prince of Wales
- Task Force Main St. Revitalization Committee
- Piano in the Park
- Ottawa Tourism Membership
- Mahogany Harbour Working Committee (15,000. grant Ottawa Tourism)
- Ladies Lounge/Women's Day
- Mill St. Mural (cost sharing grant City of Ottawa \$4000.)
- Valentine Event (social media)
- March Break Event (CTV, social media)
- Easter Event (social media)
- Mother's Day Event (social media)
- Father's Day Event (social media)



## A Look Ahead to 2019

- Bell Media program for events (TV commercials, Radio)
- Enhanced Social Media
- New Christmas Banners
- Main Street Revitalization Initiative (\$40,000. grant from the Federal Gov't)
- Piano in the Park
- Mahogany Harbour Public Docks

The Manotick BIA relies on volunteers to assist with many of our initiatives, from events to beautification.

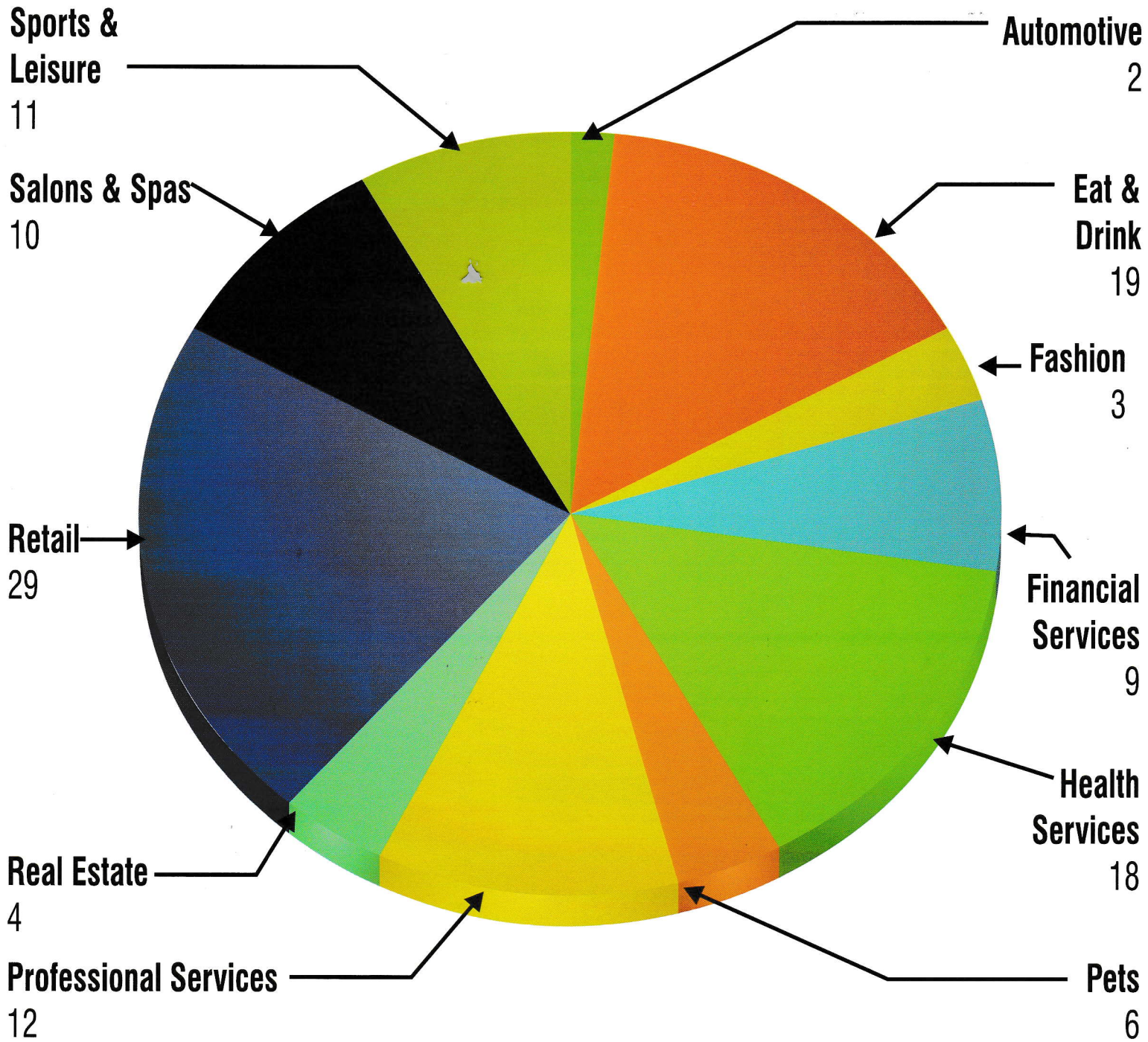


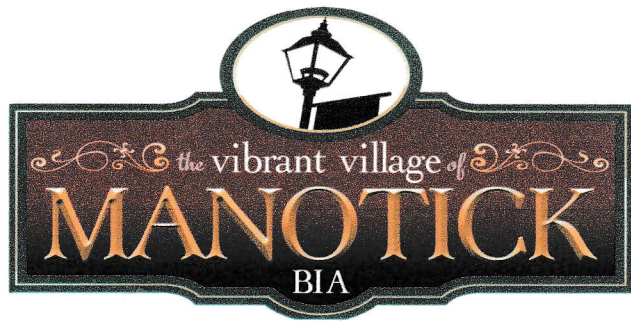
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# BREAKDOWN OF BUSINESSES





***2019 Meetings Schedule***

***Location: Miller's Oven***

***Time: 8:00am***

**Board Meetings**

January 11<sup>th</sup> AGM

February 1<sup>st</sup>

March 8<sup>th</sup>

April 12<sup>th</sup>

May 10<sup>th</sup>

June 14<sup>th</sup>

September 13<sup>th</sup>

October 11<sup>th</sup>

November 8<sup>th</sup>

December 13<sup>th</sup>

**\* All Manotick BIA Board Members are welcome to attend board meetings.**