

**Minutes of the Meeting of the
Board of Management (the “Board”)
of the Welland Downtown Business Improvement Area (the “Corporation”)
of the City of Welland (the “city”)
held on Monday, June 4, 2018
The City of Welland Room 108/109, 60 East Main St. Welland at 5:30 p.m.**

Board Members Present: J. Eisen, K. Jones, S. Hamp, D. Bujold-Wright, B. Herchmer and J. Chiocchio

Board Members Regrets: M. Stadnik, B. Fokkens, A. Adams (Mat Leave)

Resigned: H. Hudson

Executive Director: A. MacDonald

Special Events Coordinator: Miriam Zine (Summer Student)

Recording Secretary: J. Bujold

Welcome - Call to Order

The chair called the meeting to order

Committee of the whole (In Camera)

The Board motioned to move into Committee of the Whole at 6:15 pm

Committee-of-the-Whole (in Camera)

- i. Approval of minutes of the meeting of May 23rd, 2018
Personal matters about an identifiable individual, including local board employee and/or member(s) of the downtown catchment area.

Arise from Committee of the whole (In Camera)

Out Camera – 6:25 pm with Motion stemming from the discussion of In Camera meeting:

“Be it resolved that the DWBIA enlist the services of Mr. Zaheer Lakhani to provide a letter of opinion to the DWBIA Board of Management with respect to the personal matters about an identifiable individual of the local board be it an employee and/or member of the downtown. And further that the Board of Management of the DWBIA provide a letter regarding the personal matters about an identifiable individual of the local board as an employee and/or member of the downtown.”

Proposed by B. Herchmer;

Seconded by S. Hamp.

Motion Carried

Acceptance of Agenda of General Meeting

“BE IT RESOLVED that the agenda be accepted as written.”

Proposed by: J. Eisen

Seconded by: K. Jones

Motion carried

Declaration of Conflicts

None

Board of Directors General Meeting Minutes from Monday, May 7, 2018

“BE IT RESOLVED that the Board of Directors accepts the minutes of the General Meeting of May 7th as written”

Proposed by: S. Hamp

Seconded by: B. Herchmer

Motion carried

Report of the Chair

Attended meetings through out the month regarding ongoing discussions presented previously.

Executive Director’s Report

Presented by A. MacDonald

Committee Motions

No motions arising from Committee Meetings

Committee Reports

a. Finance and Audit – No motions

b. Beautification - presentation on beautification initiatives relating to planters; hanging baskets and their apparatus as well as Canada Day items. Discussion resulted in following motion:

BE IT RESOLVED that A. MacDonald investigate and research relationships with other BIA’s and cost sharing of floral beautification with the City and bring a staff report for the September general meeting.

Proposed by J. Eisen

Seconded by B. Herchmer

Motion Carried

c. Governance - Policy and procedures will be done for August general meeting and will be pre-circulated to the Board. Directors are asked to take time to read through the documentation bringing only questions and comments forward that arise.

d. Marketing/Events – discussion on upcoming events with focus on the Feast Street signature event resulting in the following motions:

BE IT RESOLVED that the Board of Management does not support the change to the licensed footprint for Feast Street 2018.

Proposed by S. Hamp

Seconded by J. Chiochio

Motion Carried

BE IT RESOLVED that the Board of Management request that the Feast Street Committee draft a budget to be presented to the committee Chairs of Events/Marketing and Finance and Audit no later than June 25th. Further that the draft budget be reviewed by both committees and brought forward to the August general meeting.

Proposed by S. Hamp

Seconded by J. Eisen

Motion Carried

Business Arising

a. Summer Student Update – Miriam Zine is currently in her summer contract with another summer program grant beginning in July. The position has been filled. The intern program out of Quebec is on hold pending a successful candidate. A hold on a room in the downtown has been arranged with a \$250 amount. Chair will be contacting the program organizers.

New Business

a. BIA boundaries expansion– A discussion took place to expand the BIA catchment in one or more of three potential areas: beyond Ross to the new courthouse; Regent to Lincoln St or Welland Arena; Regent to Ontario Rd. 2/3rd of the businesses in these areas must agree to joining the WDBIA.

BE IT RESOLVED that the matter of expansion of the WDBIA catchment area be referred to Staff with a report exploring the steps to be taken to expand the BIA.

Proposed by B. Herchmer

Seconded by J. Eisen

Motion Carried

b. Change in next meeting time and date – general meeting start returning to 5:30 pm

c. Presentation to City Council – June 12th

White Space

A. MacDonald – overage data charges for staff. Ms. MacDonald asked to provide detailed information to the Finance and Audit Committee meeting of June.

Correspondence

None

Next Meeting

Next meeting date is Wednesday, August 8th at 5:30 pm at Tavis on the Water.

Adjournment

The meeting adjourned at 8:10 p.m.