

**Board of Management of Welland Downtown
Business Improvement Area - City of Welland**

Virtual Special Meeting

Monday, May 4th, 2020 @ 7:00pm

Board Members Present: K. JONES, B. HERCHMER, G. BOWES, L. ROBICHAUD, H. TREDDENICK, D. ALEXANDER, B. FOKKENS

Board Member Regrets: C. CRUISE, L. SEE, B. FOKKENS,

Recording Secretary: B. HERCHMER

Executive Director: A. HIGGINBOTHAM

1. WELCOME - CALL TO ORDE The Chair K. Jones called the meeting to order at 7:04pm.

2. OPEN OF SPECIAL MEETING

- a. Special meeting opened.

3. ACCEPTANCE OF AGENDA

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

Proposed by: G. Bowes

Seconded by: L. Robichaud

Carried.

4. DECLARATION OF CONFLICTS

- a) Declaration of Conflicts – none.

5. APPROVAL OF PREVIOUS MINUTES

“BE IT RESOLVED that the minutes of March 2, 2020 be accepted as presented.”

Proposed by: L. ROBICHAUD

Seconded by: D. ALEXANDER

Carried.

6. REPORT OF THE CHAIR

K. Jones reported:

- We are faced with a number of challenges that are reflected in the agenda.
- This evening will only be dealing with issues related to Covid-19 and operations.
- A. Higginbotham has been commended on the excellent work she has been doing along with OBIAA and other partners i.e. Chamber of Commerce to keep Downtown members informed about Covid-19 Issues and opportunities.

7. REPORT OF THE EXECUTIVE DIRECTOR

A. Higginbotham reported:

- Need to develop a step by step recovery plan to address Post-Covid-19.
- Reallocation of funds will be needed.
- Special events and recommendations will need to be made.

8. COMMITTEE REPORTS

GOVERNANCE

- City are asking how we will proceed and how it will impact our budget.
- Budget needs to be reviewed.
- Ideas for consideration
 - Delay bike blitz
 - Delay re-branding
 - Clean up crew initiative with Oak Centre may not be possible
 - Canada Day budget \$14,000 (approximately) could also be reallocated.
- Beautification should be kept as it is viewed by members as a priority.
- May be an opportunity to call a meeting of our members and gather their input.
- When decisions are made, how do we present the information to Council?
- Agreement to the above suggested budget cuts will reduce the budget by approximately \$20,000 or 20%.
- Discussion took place regarding returning that \$20,000 to the City or whether or not it could. Or, could it be placed in reserve with a plan for how it will be used to support businesses.
- Need to be clear that our responsibility is to the businesses who are our priority.

MOTION:

“BE IT RESOLVED that twenty percent of the 2020 levies be returned to member businesses.”

Proposed by: D. Alexander

Seconded: G. Bowes

Defeated.

MOTION:

“BE IT RESOLVED that 20 per cent of our budget (approximately \$20,000) be reallocated from initiatives that can no longer take place in 2020 because of COVID-19 to new initiatives that will be determined with feedback from members as to what will best support their financial recovery.

Proposed by: B. Herchmer

Seconded by: D. Alexander

Carried Unanimously.

FINANCE

Finance and Audit G. Bowes

- Audit is still ongoing.
- Awaiting final report from our Auditors.
- May be a cost overrun as the result of working remotely and delayed reports from our bookkeeper.

A previous motion from the Board had directed that a new bookkeeper be hired after the audit. Given the length of the time the audit is taking, new direction from the Board suggested that a new bookkeeper be hired as soon as possible, ideally to begin June 1st. The new bookkeeper will initiate recordkeeping as of the beginning of the fiscal year.

BEAUTIFICATION

Currently awaiting for visual suggestions for new flowering baskets from the vendor Country Baskets. An order will be placed for installation on June 1st.

\$1700 for Canada flags has been allocated in the current budget. Last year's flags are not in good condition so all will need to be replaced (cost \$1000). Dollars will not be available for installation but budget reallocation will be sought.

CONCERTS ON THE CANAL

June concert was cancelled by the City. Cancellations of upcoming concerts will need to be determined by the City.

May be possible to reconsider them for later in the summer or September but even then social distancing would need to be in place. Ultimately any decision to deliver the concerts in alternative formats will need to be determined by City Hall.

Art in the Downtown...perhaps utilize the dollars in different ways to support artists, musicians, dancers etc.

MOTION:

“BE IT RESOLVED that it is our recommendation that Concerts on the Canal be cancelled for 2020.”

Proposed by: G. Bowes

Seconded by: B. Fokkens

Carried. Unanimously

“BE IT RESOLVED” that the Downtown BIA work with city staff and the Arts and Culture Committee to discuss alternative funding and strategies for supporting arts and cultural initiatives in Downtown Welland in 2020.”

Proposed by: B. Herchmer

Seconded by: G. Bowes

Carried. Unanimously.

CANADA DAY UPDATE

City staff won't be returning from layoffs until after Canada Day. Canada Day typically done in partnership with the City. No decision has been made regarding Canada Day celebrations. It was suggested that Canada Day Window Displays be considered as an initiative that the Downtown BIA could offer.

NEW RECOVERY PLAN

- Forward new ideas to A. Higginbotham.
- Ideas for online training could be considered.
- Is there a way to let the public know that some businesses are still open. Is there a way to support them? Locations to find that information are available at a local and regional level. have been included in our highlights.

WHITE SPACE

- b. C. Richard has resigned. An elected official to replace her has been requested.
- c. Discussion regarding how to deal with incamera meetings in a virtual meeting was provided by B. Fokkens has been requested for the next meeting. Stop recording. Reason for in-camera.

CORRESPONDENCE N/A

Next meeting date: TBD

Motion to Adjourn

Proposed by: B. Fokkens

Seconded by: G. Bowes

CARRIED

Meeting concluded 9:11pm