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CITY CLERK
CITY OF PORT COLBORNE



**Downtown Port Colborne BIA - Board Meeting
Tuesday, May 3rd 2022- 6:00 PM
92 Charlotte Street, Port Colborne**

Attendance: Jesse Boles, Taylor Mynlieff, Morgan MacLean, Norbert Gieger, Larry Beverly, Rosemary Poisson.

Guests: None.

Staff: Mary-Lou Ambrose-Little

Regrets: Alicja Kniffen, Ed Cleveland, Anna Marie Crognale, Councillor Donna Kalaileff, Sarah English

Welcome

Jesse Boles, Chair welcome everyone to the meeting.

Call to order

The meeting called to order at 6:12pm

Declaration of pecuniary interest

None.

Approval of the meeting agenda

Motion: to approve the agenda. Motion by: Larry Seconded by: Rosemary. Carried

Approval of April 2022 minutes

Motion: "to approve the minutes of the April Meeting." Motion by Taylor; Seconded by: Norbert. Carried

Business Arising from the Minutes

- Diversity Days update provided by Jesse. BIA to move forward with smaller event June 10th in parallel with the Farmers Market. To include flag raising and representation from local diverse groups.
- Further updates to Events covered in May 2 2022 meeting minutes.

Reports

Chair's Report Jesse updated on Skycom phone. Port Cares line with ext. 259 to be used moving forward and monitored for measure of success. Jesse also brought forward discussion around extra charges that MaryLou has incurred due to having to use her personal cellphone for market & BIA related business which resulted in data overages and charges.

Motion: To reimburse MaryLou for overages on her personal cellphone effective to dates they were incurred. MaryLou will provide cellphone bill records for us in order to obtain reimbursement. Sarah will now be handling most social media and marketing so future charges will likely not be incurred. Motioned by: Norbert and Seconded by Taylor.

Councillor's Report - Not present. Will update.

Governance - No report.

Marketing - No news.

Event - MaryLou and Jesse to meet with City staff to go over 2022 event plans and bring City up to speed. Additionally, Events Committee meeting occurred on Monday May 2nd 2022 and minutes will follow.

City wide Community Yard/Trunk Sale on the May long weekend (May 21-22). Small Scale this year with email blast out to businesses to invite them to participate. Full event to happen at future date.

Staff Report MaryLou shared that Chamber emails coming in re: Chamber Staff Benefits. This has been received and filed.

Treasurer's Report

No report.

2022 Strategic Plan (Staff)

No report.

New business

Rosemary abstained from voting below.

Letter of support needed re: Canal Days patio policy needing amendment. Letter to support amending existing policy that would impact Canalside patio during Canal Days. Motioned by Jesse. Seconded by Norbert.

Unanimous decision.

Need to engage community partners such as StreetWorks, with regards to crime, loitering & disruption of downtown area. Safety issues presented at public washroom locations. Suggestions made such as increasing safety measures utilizing technology such as anti-loitering sensors.

Adjournment

Motion: "to adjourn." Moved by: Norbert; seconded by: Taylor

7:15 PM

NEXT MEETING
June 7, 2022 6:00 PM

Attachments: Staff Reports, Treasurer's Report