



**Board of Management of Welland Downtown  
Business Improvement Area - City of Welland  
General Meeting  
Employment Solutions – 3 East Main Street – Board Room  
Monday December 10<sup>th</sup>, 2018**

**AGENDA**

1. WELCOME – CALL TO ORDER
2. COMMITTEE-OF-THE-WHOLE (IN CAMERA)
  - A. PERSONAL MATTER ABOUT AN IDENTIFIABLE INDIVIDUAL, INCLUDING BOARD EMPLOYEE AND/OR MEMBER(S)
    - I. LEGAL ADVICE
3. ARISE FROM COMMITTEE-OF-THE-WHOLE (IN CAMERA)
4. OPEN OF GENERAL MEETING
5. ACCEPTANCE OF AGENDA
6. DECLARATION OF CONFLICTS
7. APPROVAL OF MINUTES
  - A. MINUTES OF THE GENERAL MEETING OF OCTOBER 1<sup>ST</sup>, 2018
8. REPORT OF THE CHAIR D. WRIGHT/K. JONES
9. REPORT OF THE EXECUTIVE DIRECTOR A. MACDONALD
10. COMMITTEE MOTIONS
11. COMMITTEE REPORTS
  - A. FINANCE AND AUDIT A. MACDONALD/D. WRIGHT
    - I. TRANSFER OF SIGNING AUTHORITY (**ACTION REQUIRED**) D. WRIGHT/K. JONES
  - B. BEAUTIFICATION J. EISEN / A. ADAMS
    - I. DOWNTOWN PLANTER LIGHTS
    - II. TENDER OF FLOWERS BASKETS/PLANTERS A. MACDONALD
  - C. GOVERNANCE B. HERCHMER
  - D. MARKETING AND EVENTS K JONES
    - I. SANTA CLAUS PARADE 2018 UPDATE A MACDONALD
    - II. CONCERTS ON THE CANAL - UPDATE A. MACDONALD
    - III. CANADA DAY A. MACDONALD
    - IV. GO GREEN ON BRIDGE 13 A. MACDONALD
    - V. FEAST ST. NIAGARA A. MACDONALD
12. BUSINESS ARISING
  - A. WELLAND-OPOLY UPDATE D. WRIGHT
  - B. TRADEMARK UPDATE D. WRIGHT
  - C. ANYCARD – DOWNTOWN GIFT CARD UPDATE B. HERCHMER

- |   |                          |
|---|--------------------------|
| D. COUNCIL COMMITTEE STRUCTURES <b>(ACTION REQUIRED)</b>  | A. MACDONALD             |
| E. PRESENTATION TO COUNCIL DEFERMENTS UPDATES             | A. MACDONALD             |
| F. MOBILE APPLICATION UPDATE                              | A. MACDONALD             |
| G. COMMUNITY REPORT CARD UPDATE                           | B. HERCHMER/A. MACDONALD |
| H. TRANSFER OF SIGNING AUTHORITY <b>(ACTION REQUIRED)</b> | D. WRIGHT/K. JONES       |
| I. DOWNTOWN COMMERCIAL UPDATE                             | A. MACDONALD             |
| J. DOWNTOWN PROGRAMMING UPDATE                            | A. MACDONALD             |

13. NEW BUSINESS

- |  |                        |
|--|------------------------|
| A. COMMITTEE CHAIRS AND STRUCTURE <b>(ACTION REQUIRED)</b>           | D. WRIGHT/ K. JONES    |
| B. DOWNTOWN CIP FUNDING MEETING UPDATE                               | A. MACDONALD           |
| C. SOCIAL MEDIA SEMINAR PROPOSAL <b>(ACTION REQUIRED)</b>            | A. MACDONALD           |
| D. FORMATION OF AD HOC CANADA DAY COMMITTEE <b>(ACTION REQUIRED)</b> | A. MACDONALD           |
| E. FORMATION OF AD HOC GO GREEN COMMITTEE <b>(ACTION REQUIRED)</b>   | A. MACDONALD           |
| F. STUDENT CO-OP PLACEMENTS  | A. MACDONALD           |
| A. CANADA DAY FLAG PROJECT   |                        |
| B. DOWNTOWN HANGING BASKETS  |                        |
| C. 2019 LETTERS TO SANTA MAILBOX                                     |                        |
| D. GRANTS AND SPONSORSHIPS   |                        |
| E. GO GREEN ON BRIDGE 13/CANADA DAY PLANNING                         |                        |
| G. COLDEST NIGHT <b>(ACTION REQUIRED)</b>                            | K. JONES/ A. MACDONALD |
| H. NIAGARA REGION WASTE MANAGEMENT UPDATE                            | A. MACDONALD           |
| I. OBIAA CONFERENCE 2019 UPDATE                                      | A. MACDONALD           |

14. WHITE SPACE

15. CORRESPONDANCE

- A. LETTER FROM NIAGARA REGION WASTE MANAGEMENT
- B. EMAIL FROM NIAGARA SOCIAL MEDIAS - STATING OFFICIAL NOMINATION IN TWO CATEGORIES
- C. FOUR NOMINATION PACKAGES FROM PROSPECTIVE BOARD MEMBERS
- D. INVITATION TO CELEBRATE ONTARIO GRANT SESSION
- E. INVITATION TO ONTARIO TRILLIUM GRANT SESSION
- F. LETTERS OF SUPPORT FROM LIBRARY AND CITY FOR GO GREEN

16. NEXT GENERAL MEETING: **MONDAY JANUARY 7<sup>TH</sup>, 2019 AT 5:30 PM – RM 108/109 CIVIC SQ.**

17. ADJOURNMENT

RSVP YOUR ATTENDANCE TO AMANDA MACDONALD – [INFO@DOWNTOWNWELLAND.CA](mailto:INFO@DOWNTOWNWELLAND.CA)