



**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 5, 7:00pm

Virtual Meeting

Board Members Present: K. Jones, H. Treddenick, J. D’Hulster, A. Chistoff, B. Herchmer, J. Takeo, Councillor G. Speck, C. Dutcher, Councillor S. Setaram, A. Adams, D. Alexander

Board Member Regrets: None

Board Members Absent: L. Robichaud

Executive Director: A. Higginbotham

Guests: None

Summer Students: Nick Pasaluko, Emma Tracey

1. WELCOME - CALL TO ORDER

- The Chair K. Jones called the meeting to order at 7:03pm
- Land Acknowledgment Statement

2. ACCEPTANCE OF AGENDA

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

- Motion: J. Takeo
- Second: D. Alexander
Passed

3. DECLARATION OF CONFLICT

- None

4. APPROVAL OF MINUTES

- Motion: J. D’Hulster
- Second: J. Takeo
- K. Jones asked for a correction - to have a block of notes on broken into sections for more clarity (Page 2, Section 6). Recording to be reviewed by staff
 - All in favor.

5. REPORT OF THE CHAIR- K. Jones

- Networking meeting recap

- Meetings with sub committees took place, progress and action is taking place
- Looking for board member recruitment for now and moving forward

6. EXECUTIVE DIRECTOR REPORT- A. Higginbotham

- Meeting with Economic Development
 - This is a monthly meeting
 - There were no updates given- there are some items upcoming, but they cannot report yet
- Community Watch
 - Graffiti was a topic- Staff put together an advertisement about how to link community and authorities on how to report or clean it
 - NRP approached Alexis on how to manage/ who to contact offensive graffiti. This is still a conversation and will hopefully incorporate North Welland BIA as well.
- Operational reminder
 - Reminder to RSVP to invites for meetings to ensure quorum.

7. GOVERNANCE - B. Herchmer

- B. Herchmer shared document and reviewed constitution, bylaws, policies & procedures
- The governance committee has made some updates including
- Suggestion to investigate policies when there is a question the Board doesn't have an answer to
 - Recommendation to create policies where there is an absence of procedural answers.
- Reviewed the terms policy- K. Jones, B. Herchmer and A. Adams have been in position for longer than the defined term
 - K. Jones will be able to continue as Past Chair as an *ex-officio* position

“BE IT RESOLVED that the WDBIA approve the highlighted changes in the WDBIA policy & procedure manual.”

- **Motion:** B. Herchmer:
- **Second:** C. Dutcher
- Discussion:
 - C. Speck- asked if this was sent out to the board.
 - B. Herchmer and A. Higginbotham agreed this was sent out.
 - C. Speck- ask again if this was sent out and it was again noted that it indeed was shared
 - C. Speck asked again if this was sent out to the board
 - J. Takeo also confirmed that he received the report in an email previous to the meeting.
- K. Jones: Sustain motion on highlighted changes to WDBIA policy & procedure manual to the next board meeting
 - All in favour
- **Motion Withdrawn.**
- The complete report will be added to next month's agenda and revisited to allow C. Speck an opportunity to review the report.

8. FINANCE- A. Chistoff

- Presented April and May reports

“BE IT RESOLVED that the May financial reports are approved.”

- **Motion:** A. Chistoff
- **Second:** J. Takeo
- **Carried.**

9. BEAUTIFICATION - A. Higginbotham

- Seasonal installs of planters and baskets will be done this week
- Banner install has begun on Main street (15 total)
 - This is a project from many years ago and will not be expanding at this time
- Indigenous Crosswalk
 - C. Dutcher described the project
 - Several board members applauded this initiative
 - September 28th is the estimated date for the installation

10. MARKETING AND EVENTS - K. Jones

- Concerts On Canal
 - Marketing campaign has begun - posters (available this Friday) and social content is available
 - David’s Furniture is again sponsoring the ‘Best Seat in the House’
 - Bucket Pass volunteers will be managed by Beyond The Street. The revenue is split with them in support of their dinners
- Networking Event
 - The initial event went well
 - Next event will be June 27th, 5-7pm at Cheers Restaurant
- Canada Day
 - Details being finalized
 - WDBIA manages the evening programming
- September 29th, 12pm
 - Truth And Reconciliation Event in partnership with Fort Erie Friendship Centre
 - Efforts have been made to bring the Niagara Region Metis Council in on this event
 - This will be a gathering and walk - route of the walk still being approved
 - This will be the revealing of the crosswalk
 - Businesses will be encouraged to participate in some way
 - J. Takeo asks if the event will interfere with Food Fest
 - A. Higginbotham says the event will not interfere
 - C. Setaram proposed we share information and context about this event to local businesses

11. NEW BUSINESS

- Podcast June 19th
 - Alexis will participate in the “What’s Up Welland” about the concerts and other upcoming events

12. WHITE SPACE

- B. Herchmer

- Discussed Food Fest, being organized by the same group as Float Fest, is there a possibility of partnering with them on the condition they move the location from Merritt Island to Main St.
- It was described that the planning is deep underway and won't likely be shifted
- J. Takeo
 - Asked if there will be supper markets at Market Square this summer
 - A. Higginbotham said from her understanding COW are planned and discussion will be held this upcoming Thursday with the City of Welland.
- Correspondence
 - Two time-sensitive votes were made last week on a letter of support for Civic Square redevelopment and Rose Fest sponsorship
 - C. Speck offered background on civic square redevelopment

13. ADJOURNMENT

“BE IT RESOLVED that the June 2023 WDBIA meeting be adjourned.”

- **Motion to adjourn:** C. Speck
- **Second:** J. Takeo
Passed

The meeting adjourned at 8:32pm.

NEXT MEETING: July 10th, 2023 @7pm via Zoom

- Members were asked to be sure they RSVP for each Board meeting.