

2020 Downtown Port Colborne BIA - Board Meeting

Wednesday, February 12, 2020 - 6:30 PM

21 Charlotte Street, Port Colborne

MINUTES

CITY CLERK
CITY OF PORT COLBORNE

JUN 08 2020
CORPORATE SERVICES
DEPARTMENT

Attendance: Norbert Gieger, Michelle Benest-Tananer, Karrie Haynes, Frank Beres, Councillor Donna Kalailieff, and Robert Phillips.

Regrets: Betty Konc.

Absent: Jesse Boles.

Guests: Larry Beverly, Mary Burke, Conrad Davies and Rob Carter.

Welcome

Everyone introduced themselves and Norbert Gieger welcomed all the new attendees to the meeting. Tonight's meeting will be chaired by Norbert Gieger.

Call to order

6:35 PM

Declaration of Pecuniary Interest

None

Approval of Agenda

A short Financial Report and Appointment of the Treasurer to be added to the agenda.

Motion to: Approve the agenda with additions.

Moved: Michelle Benest-Tanner Seconded: Frank Beres Carried.

Approval of Minutes

Last regular meeting on October 26, 2019, there was no quorum so a summary of discussions was done. No motions made.

Motion to: "Receive the Summary of Discussions of the October 26, 2019 Meeting for information."

Moved: Michelle Benest-Tanner Seconded: Frank Beres Carried.

Business Arising

Arising for the AGM Meeting, the development of a food truck/supper market night and the 2nd annual Taste of Port Colborne. A meeting will be scheduled before the end of February. Plenty of discussion around different area food truck/supper market and looking into an LCBO license and how other towns have managed this. Also, locations were suggested: Market Square, Mariner Park, West Street by Water Tower. Maybe close street for the night was suggested

Motion to: "Have staff to invite community partners and businesses to an event planning meeting before the end of February." Moved: Frank Beres Seconded: Norbert Gieger Carried

Action: Mary-Lou Ambrose-Little to arrange.

Frank Beres indicated that he and the Traffic Flow Committee re West Street will be meeting shortly to finalize their recommendation.

REPORTS

Financial Report

Mary-Lou reported that no bank statements were available to update balance on hand.

January Expenses:

Business Cards \$101.70

Flowers (2019) \$2,486.00

Computer (unlocked)\$288.14

Rent (Office) \$206.13 Total: \$3,081.97

Thanks to Juli Longaphie, who prepared the year end financials for the Board. Mary-Lou further reminded the Board that they will need to appoint a Treasurer tonight and Karrie Hayes is willing to take on that role. City Budget will likely be finalized the end of February and the 2019 Books are in for audit.

Harvest Fest

Set for Saturday, September 26, 2020 10:00 AM to 4:00 PM.

Action: Committee to meet soon.

Tug Boat Santa

Set for Saturday, December 5, 2020 1:00 PM to 4:00 PM

Art Crawl

Set for Saturday, June 20, 2020, 12 Noon to 8:00 PM. A committee of four volunteers are working on the event. Mary-Lou attended their meeting and they appear well organized and use the \$2,000 sponsorship from the BIA for radio advertising, marketing and printing costs. Both Putzy Madronich and Chris Summerhayes confirmed that the support that they would like to see is staff attending and sharing resources with their committee.

Council

Councillor Donna Kalailieff that there is a real willingness coming from the City and other community partners moving forward on new projects together.

City's logo and branding is not finalized but will be shortly and information will be circulated. Need a comment from the BIA by February 19.

Cruise ships will be coming this summer and businesses are requesting more information so they can plan staffing. Viking River Cruises is designing ships specifically for cruising the Great Lakes. Boats will be able to dock on the west side of the canal this season and the water towel lands to be developed into community park area with parking.

Niagara 2021 Canada Summer Games Invitation to participate and South Niagara Chamber of Commerce as a resource to local business. Council Kalailieff will forward more information as it is available.

Donna also spoke to businesses closing and vacancies within the downtown core and let us know that there are new businesses opening soon.

Donna recognized, supports and is working on more partnership with City Hall and the main departments that a partnership with the Downtown BIA would enhance.

Staff

Mary-Lou Ambrose-Little provided a written report which was sent out in advance of this evenings meeting. She further reported that there are only 3 spots left for weekly radio advertising. The City has a feasibility study underway to look at a business incubator site in Port Colborne. This would assist start of business with resources and training. Proposed site is the Roselawn Centre. Harvest Festival draft sponsor package was sent out. A 2019 sponsor is requesting exclusivity as the presenting sponsor. Vendor rates to remain the same as the 2019 event to encourage community involvement. Harvest Fest to be discussed at the

March meeting. Lighting Displays, a committee may need to be struck to work on this project. There is willingness from the City and the Main Street BIA to work together.

Motion to: “receive the reports as presented.”

Moved: Norbert Gieger Seconded: Michelle Benest-Tananer. Carried.

Correspondence

None

New Business

General discussion on the number of businesses leaving the downtown area and also comments regarding the same issue in the Main Street BIA area. Thoughts were that maybe Roselawn be part of the Downtown BIA and this would entail revisiting the boundaries of the BIA area.

Digital Main Street was also discussed. Rob Carter shared that the videos were great. Thus far no one has heard if anyone qualified for the \$2,500 grant that the Digital Main Street offered. Shared that a 360 video of premises was available for free to all businesses. Just need to contact Brittney. It was suggested that we invite Brittney, the Digital Main Street local representative to our next meeting. All members thought this was a good idea. It was also discussed during this open dialogue that we look to have a Chamber of Commerce member come and present their success stories that the Chamber has had with their digital presence. Donna to look into this.

Both Rob Carter and Conrad Davies have indicated interest in becoming involved with the BIA. As Conrad Davies was indicated as a possible director at the last BIA meeting in March, Michelle Benest-Tanner nominated Conrad Davies as Director, but Conrad Davies declined nomination. As Robert had also indicated that he would stand for the board opening as a director. Conrad Davies has volunteered to assist as a committee volunteer and remain active with the Board.

Hearing no others interest in being appointed to the Board. Motion to: “Appoint Rob Carter to the BIA Board as a director.”

Moved: Michelle Benest-Tanner Seconded: Rob Phillips Carried.

Motion to: “Adjourn the meeting.”

Moved: Rob Phillips Seconded: Michelle Benest-Tanner Carried.

Adjournment: 9:00 PM

NEXT MEETING

Wednesday, March 11, 2020 6:30 PM

Downtown BIA Office, 21 Charlotte Street