

**Port Colborne Downtown Business Improvement Area Board of Management  
Minutes of Regular Meeting, Wednesday October 23, 2019  
223 King Street Meeting Place**

**Attendance:** Betty Konc, Michelle Benest-Tananer, and Robert Phillips.

**Regrets:** Donna Kalailieff.

**Guests:** Larry Beverly, Lesley Stratford.

**Staff:** Mary-Lou Ambrose-Little.



**Welcome.** Chair opened meeting @ 6:40 pm

**Disclosures:** none

**Quorum:** No Quorum. The meeting consisted of discussions only.

CITY CLERK  
CITY OF PORT COLBORNE

**Discussion Points**

**Budget:** Cost of monthly WIFI put budget over but could use surplus fund from 2019 to balance. Also, the HST rebate total is still unknown at this time and could be another option to balance budget. Contingent on City Hall approving the WIFI project.

**Maps Quote:** is \$775.00 + HST. Count is 500 maps in total comprising of 10 pads with 50 maps in each pad. This cost is under revenue in budget as there may be not only a recouping of cost but possible profit from the advertising spots sold. Suggested we might hire Keith Overend, The Map Guy to design this project. Suggestion to partner with Main Street BIA on this project. Need a Subcommittee to work on this project.

**Digital Main Street:** we had a visit and the representative will be meeting with local merchants to look into the individual digital needs. There is \$2,500 for upgrade purposes to assist in such costs. There is an involved process to qualify.

**Taste of Port Colborne:** by all involve it would seem to be a success. The Flying Squirrel even had a request for the Taste of Port Colborne one day early and fulfilled the customer's request. At time of meeting which was just after the ending of Taste of Port Colborne there still seemed to be a lot of customer traffic.

**Harvest Fest:** all new vendors from this year say they will be coming back next year. Over all positive response.

**Tug Boat Santa:** task list, Dee Tillbrook to follow up.

1. Joe Crawford signed on as Santa.
2. Guild Hall booked.
3. Need to contact Harbour Master regarding tugboat need.

**Art Crawl:** No new details therefore Mary-Lou will call.

**Banners:** Tourism funding available through Partnership Niagara. Date for submission getting close.

**Google Analytics:** Overall wonder as to visitor searches for Port Colborne: Mary-Lou Ambrose-Little to google my Business to find out these stats and send to secretary Michelle Benest-Tananer; to be included in next minute notes.

Adjournment: 7:45 PM  
Attachments; 1:1 page.