

DOWNTOWN BRANTFORD BUSINESS IMPROVEMENT AREA  
BOARD OF MANAGEMENT MEETING

**AGENDA**

March 9, 2023

8:00AM

City Hall – Charlie Ward Room  
58 Dalhousie Street

Barbara Sutherland in the Chair  
Annette Wawzonek – Recording Secretary  
6 needed for quorum

**1. ROLL CALL/CALL TO ORDER**

**2. APPROVAL OF THE AGENDA**

**2.1 AGENDA**

THAT the Agenda for March 9, 2023 BE APPROVED.

**3. DECLARATIONS OF CONFLICT OF INTEREST**

**4. DELEGATIONS/PRESENTATIONS (10 Minutes each including Q&A)**

**5. CONSENT ITEMS**

**5.1 MINUTES**

THAT the following Minutes BE APPROVED

5.1.1 Downtown Brantford BIA Board of Management Meeting Minutes – February 9, 2023

**5.2 REPORTS/COMMITTEE MINUTES**

THAT the following Reports/Minutes BE RECEIVED

5.2.1 Feb/Mar 2023 Staff Report

*Reminder to Committee representations/liaisons on External Committees to send in approved Minutes*

**6. ITEMS FOR CONSIDERATION/DISCUSSION**

**6.1 Ribfest Request for Sponsorship**

*THAT the DBBIA Executive Committee RECOMMENDS the approval of a \$500 sponsorship for the 2023 Ribfest taking place at the Civic Centre on August 11<sup>th</sup> – 13<sup>th</sup>.*

**6.2 Rolling Skating in Harmony Square Request for Sponsorship**

*THAT the DBBIA Executive Committee RECOMMENDS the approval of a \$1,000 Presenting sponsorship for the 2023 Rolling Skating in Harmony Square taking place on Mondays and Wednesdays in July and August.*

**6.3 Request to Reconsider a Previous Decision of the DBBIA Board of Management**

**6.3.1** – Motion to Reconsider – 2/3 majority needed to consider the following motion

**6.3.2 – Motion to Reconsider – Anne Marie Boake**

WHEREAS the first meeting of the new 2022 – 2026 Board of Management meeting was held on January 11, 2023 and,

WHEREAS there was an election held for the DBBIA Executive Committee (Chair, Vice Chair, Treasurer and Secretary) and,

WHEREAS the CHAIR didn't see my hand when it was put forward:

NOW THEREFORE BE IT RESOLVED THAT the election of the Treasurer's position be RECONSIDERED.

**6.4 Strategic Plan/Action Plan – John Utley**

**7. SUB-COMMITTEE/LIAISON REPORTS AND UPDATES**

*(Please submit updates and reports electronically so they can be attached to the Minute file)*

- 7.1 Sgt. John Billone** – Stats/Downtown Activity
- 7.2 Iara Weissenberg** – Associate Vice President: University Affairs (Laurier Brantford)
- 7.3 City Council Updates (Mayor Davis, Councillor Samwell/Councillor Van Tilborg)**
- 7.4 City Staff/DCNA Updates/Reports (if any)**
- 7.5 Mae Legg** – Manager, Economic Development & Business Resource Centre - City of Brantford
- 7.6 Jennifer Middleton** – Coordinator of Special Events/City of Brantford
- 7.7 Beth Gurney** - Director: Strategic Communications and Community Engagement – Office of the Senior Executive: Laurier Brantford
- 7.8 Karen Towler** - Program Manager School of Business Brantford Campus – Conestoga
- 7.9 External Committee Updates (if any)**
  - Economic Development, Tourism & Cultural Initiatives Advisory Committee (Keri Korfmann)
  - Brantford Heritage Committee (Sandra Micucci)
  - Chamber of Commerce Membership Committee (Annette Wawzonek)
  - Downtown Action Committee (Barbara Sutherland/Annette Wawzonek)
- 7.10 Open Discussion (No motions will be considered)**

**8. NOTICES OF MOTIONS**

**9. NEXT MEETING/MEETING/EVENT REMINDERS**

- 9.1 Reminders:**

The next regular meeting of the DBBIA Board of Management will be held on **April 13, 2023 at 8:00AM**  
– **City Hall (Charlie Ward Room) 58 Dalhousie Street**

**10. ADJOURNMENT**