

DOWNTOWN BRANTFORD BUSINESS IMPROVEMENT AREA
BOARD OF MANAGEMENT MEETING

AGENDA
April 11, 2024
8:00AM
City Hall – Charlie Ward Room
58 Dalhousie Street

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

1. ROLL CALL/CALL TO ORDER

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2. APPROVAL OF THE AGENDA

2.1 AGENDA

THAT the Agenda for April 11, 2024 BE APPROVED.

3. DECLARATIONS OF CONFLICT OF INTEREST

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

- 4.1 Selvi Kongara, Director, Environmental Services – Public Works Commission – Garbage changes in the downtown
- 4.2 Sara Wardell, Program Manager, Community Integration Through Co-Operative Education - CICE

5. CONSENT ITEMS

5.1 MINUTES

THAT the following Minutes BE APPROVED

- 5.1.1 Downtown Brantford BIA Board of Management March 19, 2024 Special Board Meeting Minutes
- 5.1.2 Downtown Brantford BIA Executive Board Meeting March 7, 2024 Minutes

5.2 REPORTS/COMMITTEE MINUTES

THAT the following Reports/Minutes BE RECEIVED

- 5.2.1 March/April 2024 Executive Director's Report
- 5.2.2 March 26, 2024 Marketing/Activations Working Group Notes
- 5.2.3 March 27, 2024 Beautification/Decorations Working Group Notes

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

6. ITEMS FOR CONSIDERATION/DISCUSSION

6.1 Deferred from the March 19, 2024 Board Meeting

DBBIA Appearing as a Delegation in support of Downtown Developments

THAT the DBBIA Board of Management DEFER the discussion regarding appearing as a delegation in support of Downtown developments until the Executive Director has a chance to discuss it at the Best

Practices Call with the OBBIA for opinions/advice.

- 6.2 Recommendation from the Beautification/Decorations Working Group**
THAT the DBBIA Board of Management APPROVE an expenditure of \$1,500 for the rental of a 6' illuminated sign "BOO" for the Scare in the Square event held in October.
- 6.3 3 Hour Free Parking discussion as per Mayor Davis – timing**
- 6.4 Sales to accommodate the Sports and Entertainment Centre – as per the Brantford Expositor – Mayor Davis**
- 6.5 All Day Breakfast – Proposals to be considered**
- 6.6 Summer meetings to match Council schedule – Barbara Sutherland**
- 6.7 Community Integration Through Co-Operative Education - CICE**

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 External Committee Updates (if any)**
- Economic Development, Tourism & Cultural Initiatives Advisory Committee (Keri Korfmann)
 - * February 28, 2024, April 24, 2024
 - Brantford Heritage Committee (Sandra Micucci)
 - * March 25, 2024, April 29, 2024
 - Chamber of Commerce Membership Committee (Annette Wawzonek)
 - * April 10, 2024
 - Downtown Action Committee (Barbara Sutherland/Annette Wawzonek)
 - * March 21, 2024

- 7.3 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 **May 9, 2024 in the Charlie Ward Room at City Hall.**

10. ADJOURNMENT