



Board Meeting – March 17th, 2020 - 5:30 pm
Location: Downtown District BIA, 1 Bridge St. E., Boardroom Suite 204

AGENDA

1. Call to Order
 - 1.1 Attendance
 - 1.2 Approval of Agenda
2. Disclosure of Pecuniary Interest
3. Reading and confirmation of Minutes
 - 3.1 Minutes of BIA Meeting – February 18th, 2020

Motion: Move approval of the minutes as presented.
4. Deputation –
 - 4.1 Deputation from Side Hustle re: Summer Season
5. Executive Director Report – M. Cuerrier
6. Marketing & Media Officer Report – K. Moniz
7. Financial Statements (February 2020) – C. Guzewicz / M. Cuerrier

Motion: Move the approval of the financial statements as presented.
8. Food Truck Waiver Request – The Empire Summerfest (July 16th to 19th, 2020)

Motion: Move approval of an exception letter for the Empire Summerfest providing our support for food trucks on Empire Square during their event.
9. Food Truck Waiver Request – BIA Events

Motion: Move approval of an exception letter for Downtown @ Dusk (June 2020) and Spicy Food Festival (August 2020) providing our support for inclusion of food trucks during our events.



10. Appointment to the BIA Board of Directors

10.1 As per The Corporation of the City of Belleville Bylaw 10358 (to amend Section 3 of Bylaw 9290), "The Board shall consist of eleven (11) Members appointed by Council, at least one of whom shall be a Member of Council, and the remaining Members shall be persons qualified to be elected Members of Council assessed for Business Assessment in respect of land in the area, or nominees of Corporation so assessed." ; AND Bylaw 9290 Section 5: "Where a vacancy occurs for any cause, the Council shall appoint a person qualified as set out in Section 3 to be a member, who shall hold office for the remainder of the term his predecessor was appointed".

10.2 A call for nominations was issued on February 27th and March 3rd, 2020 and the following candidates were nominated:

1. Emma Travis – Be Prepared, 213A Front St.
2. Brandon Kull – The Empire Theatre, 321 Front St.
3. Rebecca Burlington – Flowers By Dustin, 384 Front St.

Motion: THAT the Board of Directors approves candidate _____ and directs the Chair to submit the candidate's name to City Council for final approval and assignment to the board for the duration of the term.

11. Activating our Committees

9.1 Discussion on Board and Committee Activation

9.2 Committee Representatives

- 9.2.1 Events & Programming (3-4) –
- 9.2.2 Economic Development (3) – C. Guzewicz,
- 9.2.3 Information & Knowledge Management (2) –C. Guzewicz
- 9.2.4 Vision & Strategic Planning (2) –
- 9.2.5 Governance (3) – K. Brown,
- 9.2.6 Façade Committee (City - 1) – K. Harnden
- 9.2.7 Economic Development & Destination Committee (City - 1) –
- 9.2.8 Business Retention & Expansion (City - 1) – M. Cuerrier

Motion: Move approval of the appointment of Board Members representatives for Downtown District BIA and City of Belleville committees for 2020.

12. Adjournment