



MINUTES

- MEETING:** Board of Directors Meeting
- DATE:** Wednesday, September 25, 2019
- TIME:** 5:30 PM – 7:30 PM
- LOCATION:** DWBIA offices – 419 Pelissier Street
- ATTENDEES:** Brian Yeomans, Pat Papadeas, Bryan Datoc, Geoff Zanetti, Stephanie Clark, Rino Bortolin, David Prantera, Jeffrey Patterson (L), Larry Horwitz (L)
- REGRETS:** Bobby Russon
- ABSENT:**
- GUESTS:**
- STAFF:** Debi Croucher, Pauline Sorokopas

Agenda and Discussion	Responsibility of:
<ul style="list-style-type: none"> • Mr. Yeomans opened the meeting at 5:35PM • Distributed Agenda was adopted by Mr. Zanetti, seconded by Ms. Clark. 	Board of Directors
<ul style="list-style-type: none"> • Disclosure of Interest • None at this time 	
<ul style="list-style-type: none"> • Adoption of the Minutes • Minutes of Meeting dated July 24, 2019 were adopted by Mr. Zanetti seconded by Mr. Datoc. 	Board of Directors

Communications Items and Reports

Chair Reporting

Budget 2020

- Discussion took place in regards to planning and direction for 2020 budget with preliminary discussion to take place at Committee of the Whole meeting.

Retail Representative

- DWBIA Chair to reach out to Retail Representative with further discussion taking place at October Board Meeting.

Executive Director Reporting

Ouellette Car Cruise - update

- Ms. Croucher spoke on successful 2019 event and sponsorship amount received from major sponsor. Ms. Croucher noted that event location for 2020 would be changed due to work being performed at Festival Plaza.
- Ms. Croucher requested direction from Board as to whether they would like to proceed with Ouellette Car Cruise in 2020.
- Mr. Bortolin made the motion **‘to move forward with the Ouellette Car Cruise for 2020’**. **Motion was seconded by Mr. Datoc. Motion was adopted.**

Strategic Plan - update

- Ms. Croucher advised that a presentation will be made by Ms. Fraser and Ms. Munro at October Committee of the Whole meeting.

Website – update

- Ms. Croucher noted that Executive had met with website developers who are starting to build the site and that Administration will be providing copy and imagery to developers.

Wayfinding Signage - update

- Ms. Croucher spoke on Wayfinding Signage discussed at WBIAAC meeting advising that the City will provide funds for all BIA’s to have signage within their boundaries, with the DWBIA being allocated 10

Board of Directors

<p>signs. Request has been made that BIA Board approval be obtained to participate in the program.</p> <ul style="list-style-type: none"> Ms. Papadeas made the motion ‘(1) To approve participation in the BIA Wayfinding Program. (2) Direct Administration to present graphics and proposed locations at the Committee of the Whole Meeting’. Motion was seconded by Mr. Zanetti. Motion was adopted. 	<p>Board of Directors</p>
<p><u>Sidewalk Café Program – Patio Lounge</u></p> <ul style="list-style-type: none"> In reference to Sidewalk Café Program, Administration advised that attached to meeting package was copy of application received from Patio Lounge along with copy of permit from City of Windsor. Mr. Zanetti made the motion ‘to approve patio subsidy for The Patio Lounge’. Motion was seconded by Mr. Prantera. Motion was adopted. 	<p>Board of Directors</p>
<p><u>Mitacs Report - presentation</u></p> <p>Presentation cancelled and will be made at Committee of the Whole meeting.</p>	
<p><u>430 Ouellette Avenue</u></p> <ul style="list-style-type: none"> Discussion took place on request made by Four Points Sheraton to City of Windsor asking to turn 3 spaces of the Commercial Loading zone at their location, 430 Ouellette Avenue, into limited 15-minute parking for patrons, with rest of space remaining as Commercial Loading zone. Administration was directed to advise City of Windsor the DWBIA Board has no objection. 	<p>Administration</p>
<p><u>Snow removal - quotation</u></p> <ul style="list-style-type: none"> Ms. Croucher advised attached to meeting package, quotation received from Essex County Maintenance in regards to snow removal. Discussion took place on quotation received with direction given to Administration to obtain quotes from two other companies. 	<p>Administration</p>

2019 Federal Election Debate luncheon

- Ms. Croucher requested direction from the Board in regards to obtaining tickets for 2019 Federal Election Debate being hosted by Windsor Essex District Chamber of Commerce.
- Ms. Papadeas made the motion **‘to purchase up to 5 tickets for Chamber Federal Election Debate’**. Motion was seconded by Mr. Zanetti. Motion was adopted.

Board of Directors

Travel to Toronto (added to Agenda)

- Ms. Croucher requested adoption of e-mail vote forwarded to Board members in regards to motion moved by Mr. Yeomans, seconded by Mr. Datoc **‘funding the travel of Debi Croucher and Pat Papadeas to Toronto’s Downtown Yonge BIA to meet on their Safety Policies and Procedures and Best Practices. In addition, potentially fund the travel of the E.D. from Downtown Yonge to Windsor to meet with our Board if we decide. Cost approx. \$1,000’**.
- Mr. Datoc made the motion as per above with amendment **‘cost of \$1,500’**. Motion was seconded by Mr. Zanetti. Motion was adopted.

Board of Directors

New Business

Garbage Enclosures (added to Agenda)

- Mr. Datoc requested Administration reach out to Environmental Services in regards to having caged garbage enclosures due to the amount of trash that is littered in alleyways.

Administration

AM800 & CTV Holiday Package

- Ms. Croucher spoke on Seasonal Advertising opportunities offered to DWBIA members advising that information on packages included in meeting package.
- Mr. Horwitz made the motion **‘spend up to \$8000 on Seasonal Advertising re: radio’**. Motion was seconded by Mr. Prantera. Motion was adopted.

Board of Directors

