



Town of Collingwood

Collingwood Downtown BIA Board of Management Meeting

January 7, 2016 Agenda

A meeting of the Collingwood Downtown BIA Board of Management will be held **Thursday, January 7, 2016 in the Board Room, Business Development Centre, commencing at 7:30 a.m.**

WELCOME

APPROVAL OF THE JANUARY 7, 2016 AGENDA

CONFIRMATION OF THE ADOPTION OF THE MINUTES

DECLARATIONS OF CONFLICT OF INTEREST OR PECUNIARY INTEREST

DEPUTATION

- Dean Collver, Director, Parks Recreation & Culture
 - Arena Update, Special Event Permitting Process, Elvis Festival

BUSINESS ARISING FROM THE DECEMBER 3RD MEETING

- Boundary Expansion – Update
- Annual General Meeting – Review

COMMITTEE REPORTS

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|--------------------------------------|-----------------------------|
| • Finance and Administration | Alex Yuen |
| ○ Invoices Paid/Financial Statements | |
| • Maintenance/Capital Expenditures | Michael Christie |
| • Beautification/Decorating | Patsy Boyce |
| • Communication | Charles Brand |
| • Promotion | Christine Evanoff |
| • Marketing | Dave Conning |
| • Parking and Bylaws | Penny Skelton |
| • Future Planning | Penny Skelton/Charles Brand |
| • General Manager | Susan Nicholson |

COMMITTEE REPRESENTATIVE REPORTS

- Heritage Advisory Committee Catherine Durrant

CORRESPONDENCE SENT BY THE BIA GENERAL MANAGER SINCE THE DECEMBER 3RD MEETING:

1. Letter to Mayor and Council regarding Council Appointee to BIA Board of Management
2. Media Advisory regarding Frozen in Time Festival
3. Member Newsletter – December 16
4. Member Newsletter – December 29
5. Email regarding Ice Sculpture installation update

CORRESPONDENCE RECEIVED BY BIA GENERAL MANAGER SINCE THE DECEMBER 3RD MEETING:

1. Letter from Sara Almas, Clerk, Town of Collingwood regarding proposed parking rate changes
2. Email correspondence from BIA member regarding seasonal décor program
3. Email regarding 2016 Doors Open program registration
4. Notice from Simcoe County regarding new grant program to support arts, culture and heritage sectors
5. Email correspondence from BIA member regarding Christmas shopping ad
6. Email correspondence from BIA member regarding Ice Sculpture installation delays
7. Copy of Town of Collingwood By-Law 2015-0113, defining new BIA Boundaries
8. Email correspondence from BIA member regarding snow removal

NEW BUSINESS

- RED Grant - Opportunity for new application

OTHER BUSINESS

NEXT MEETING – February 4, 2016

ADJOURNMENT