



## **Town of Collingwood**

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### **Collingwood Downtown BIA Board of Management Meeting**

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#### **May 12, 2016 Agenda**

A meeting of the Collingwood Downtown BIA Board of Management will be held **Thursday, May 12, 2016 in the Board Room, Business Development Centre, commencing at 7:30 a.m.**

#### ***WELCOME***

#### ***APPROVAL OF THE MAY 12, 2016 AGENDA***

#### ***CONFIRMATION OF THE ADOPTION OF THE MINUTES***

#### ***DECLARATIONS OF CONFLICT OF INTEREST OR PECUNIARY INTEREST***

#### ***BUSINESS ARISING FROM THE APRIL 14<sup>TH</sup> MEETING***

- Town of Collingwood/BIA Memorandum of Understanding (MOU)
- Barbara Weider Memorial – Updated Staff report circulated with agenda packages

#### ***COMMITTEE REPORTS***

- |                                      |                        |
|--------------------------------------|------------------------|
| • Finance and Administration         | Alex Yuen              |
| ○ Invoices Paid/Financial Statements |                        |
| • Maintenance/Capital Expenditures   | Michael Christie       |
| • Beautification/Decorating          | Patsy Boyce            |
| • Communication                      | Charles Brand          |
| • Events & Activities                | Bradley Green          |
| • Marketing & Promotions             | Dave Conning           |
| • Parking and Bylaws                 | Penny Skelton          |
| • Future Planning                    | Penny Skelton          |
| • Council Representative             | Councillor Deb Doherty |
| • General Manager                    | Susan Nicholson        |

#### ***COMMITTEE REPRESENTATIVE REPORTS***

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|-------------------------------|-------------------|
| • Heritage Advisory Committee | Catherine Durrant |
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***CORRESPONDENCE SENT BY THE BIA GENERAL MANAGER SINCE THE APRIL 14<sup>TH</sup> MEETING:***

1. Member Newsletter – April 18, 2016
2. Email correspondence to BIA member regarding light pole plugs
3. Email correspondence to Greenspace manager regarding gardens/garbage cans/tree replacement
4. Joint Media Release with Town of Collingwood regarding Celebrate Ontario Funding

***CORRESPONDENCE RECEIVED BY BIA GENERAL MANAGER SINCE THE APRIL 14<sup>TH</sup> MEETING:***

1. Letter from Nottawasaga Lighthouse Preservation Society regarding installation of replica lighthouse in the downtown.
2. Letter from Ministry of Tourism, Culture and Sport confirming Celebrate Ontario funding for Ice Sculpture Festival
3. Email correspondence regarding addition of hanging baskets in the downtown core
4. Expression of Interest for 2018-2019 BIA Conference
5. Information from Tracks Employment and Resources Services regarding new Youth and Summer programs
6. OBIAA newsletter outlining new educational initiative regarding hiring people with disabilities
7. Email correspondence from RTO7 regarding new funding program to help festivals

***NEW BUSINESS***

- Time Sheet Approval – Appointment of Alternate

***OTHER BUSINESS***

***NEXT MEETING – June 9, 2016***

***ADJOURNMENT***