



COMMITTEE: Fort William Business District

MEETING NO.: 0419-2022

TIME: 5:00 P.M.
TUESDAY,

DATE:

PLACE: 516 VICTORIA AVE E. 2ND FL. #6
2022

APRIL 19,

CHAIR: SCOTIA KAUPPI

MEMBERS

Kelli Carr
Scotia Kauppi
Taylor Green
Brian Schroeder
Councillor Aldo Ruberto
Councillor Brian Hamilton

ADMINISTRATION

Raechel Reed, Communications and
Administrative Coordinator

AGENDA

Meeting called to order 5:11 pm

1.0 DISCLOSURE OF INTEREST

No disclosures announced at this time

2.0 AGENDA APPROVAL

MOVED BY: Dr. Brian Schroeder

SECONDED BY: Taylor Green

WITH RESPECT to the April 19, 2022 Fort William Business District Board meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed

CARRIED

3.0 CONFIRMATION OF PREVIOUS MINUTES

MOVED BY: Taylor Green

SECONDED BY: Dr. Brian Schroeder

THAT The Minutes of Meeting No. 04-2022 of the Fort William Business District Board on April 5, 2022 to be confirmed.

CARRIED

4.0 STANDING COMMITTEE UPDATES

4.1 Beautification Update

A) Flowers

MOVED BY: Councillor Aldo Ruberto

SECONDED BY: Kelli Carr

THAT the board of directors request the coordinator Raechel Reed to send out a follow up of request for quotes and send emails to Trevisanutto's, Bill Martins and Home Depot by next meeting

CARRIED.

B) Maintenance -Johnny Currie review

MOVED BY: Brian Schroeder

SECONDED BY: Taylor Green

That the board of directors request that the coordinator Raechel Reed research local businesses and write up a request for quotes for maintenance and have for review at the next meeting

CARRIED

MOVED BY: Dr. Brian Schroeder

SECONDED BY: Councillor Aldo Ruberto

THAT the maintenance roles and time line will be set for 15 hours/ weekly for 24 weeks starting in May ending in October

CARRIED

4.2 Events Update

MOVED BY: Councillor Brian Hamilton

SECONDED BY: Kelli Carr

THAT the events below be confirmed as the main focus for 2022 within the Fort William BIA

Food Truck Fest, Octoberfest and the Fall Street Festival

CARRIED

4.3 Safety and Security

No information at this time

4.4 Marketing and Promotions

A) Yearly Ad promos

* Billboards

* Print – Walleye, Chronicle Journal- members highlight

* Digital Ad Spaces

MOVED BY: Kelli Carr

SECONDED BY: Councillor Brian Hamilton

THAT the promos be deferred until we have more time to go over the pricing

CARRIED

B) Clean Green and Beautiful Application

Street Art and funding opportunities for the FWBIA build up the neighborhood with public art and projects Art will drive people.

MOVED BY: Taylor Green

SECONDED BY: Councillor Aldo Ruberto

That the board put out a request for proposals for street art and installations from various local artists and community groups and look at all grants and funding that is available

And that a public art sub- committee will be created to make decisions pertaining to all public art proposals

CARRIED

C) Ninesixty Group- website follow up

MOVED BY: Councillor Aldo Ruberto

SECONDED BY: Dr. Brian Schroeder

THAT the board have reviewed and accepted the new website for the FWBIA and have agreed to pay the remaining balance of \$2665.50 for the completion.

CARRIED

5.0 NEW BUSINESS

5.1 Board Vacancy Application Review

MOVED BY: Dr. Brian Schroeder

SECONDED BY: Councillor Aldo Ruberto

THAT the board of directors of the FWBIA differ the applications of Lori Paras and Al Hyland until next meeting

And THAT the board of directors elect Tony Dipaolo and Katrina Oneill to The Fort William BIA board of directors

CARRIED

5.2 Treasurer and their roles review

MOVED BY: Taylor Green

SECONDED BY: Councillor Aldo Ruberto

That the board elect Brian Schroeder as the Treasurer of the Fort William Business district BIA

CARRIED

5.3 Banking and New Signatories

Coordinator to ask Lynn the Bookkeeper if the FWBIA apply for an HST rebate and do we have one?

MOVED BY: Kelli Carr

SECONDED BY: Taylor Green

THAT a monthly food and beverage budget up to \$100 per meeting be accepted

CARRIED

A) Plooto.com is the fastest way to manage business payments, source deductions and payroll via direct payment. Fees would be \$25 monthly plus transaction fee.

MOVED BY: Taylor Green

SECONDED BY: Kelli Carr

THAT the board of directors approve plooto.com for the business payments with a monthly fee of \$25 plus transaction fee

CARRIED

5.4 OBIAA Conference – Ottawa 24- 27

MOVED BY: Dr. Brian Schroeder

SECONDED BY: Councillor Aldo Ruberto

THAT the board of Directors send Kelli Carr and Scotia Kauppi to Niagra Falls to attend the OBIAA conference for BIA's all over Ontario

CARRIED

6.0 NEXT MEETING - May 3rd Tuesday at 5pm

7.0 ADJOURNMENT - The meeting was adjourned at 7:52

