

**AGENDA
and Schedule “A”
to the minutes of the meeting of the
SMALL BUSINESS ADVISORY PANEL
held Friday, April 9, 2010
at 2:00 p.m.
Room 406, 400 City Hall Square East**

1. **CALL TO ORDER**

2. **MINUTES**

* Adoption of the minutes of the meeting held March 12, 2010 – **(previously distributed)**

3. **DECLARATIONS OF CONFLICT**

4. **PRESENTATION**

Rose MacLachlan, Business Improvement Area Development Officer and Neil Robertson, Planner III, Policy and Special Studies present to assist with the wording of Motion 1 of the Draft Motions.

5. **BUSINESS ARISING FROM THE MINUTES**

5.1 **Draft Motions to City Council**

The Draft Motions with suggested amendments - **attached.**

5.2 **OMBI Timeframes relating to the Building Department**

The document is **attached.**

5.3 **Definition of a Small Business**

Definition from the Chamber of Commerce – **attached.**

6. **DATE OF NEXT MEETING**

To be determined.

7. **ADJOURNMENT**