



Board of Management of Oshawa Downtown Business Improvement Area - City of Oshawa Special Meeting  
Virtual Board Meeting/ In Person at  
21 Simcoe Street S  
13 August 2020  
8:00 AM

Our condensed BIA Objectives are to:

- Beautify, enhance, preserve, and develop opportunities that showcase and create economic development and jobs.
- Promote, market, create pride in the community that enhance the quality of life and community well-being.

Present: C. Malachowski (Virtual), G. Gillett, I. Labricciosa,, M. Hunter (Virtual), A. DeSilva, J. Sigua (Virtual), R. Kerr , K. Benham (Virtual), S. Lupton (Virtual), T. Flood , J. Davis, D. Sherman, L. Cooper, C. Parkinson and A. Mittoni,  
Regrets: M. Bowles, I. Musial and P. Stoett

## AGENDA

1. Welcome – Call to Order
2. Open of Special Meeting
3. Acceptance of Agenda
  - I. **MOTION: THAT THE BOARD OF MANAGEMENT FOR THE ODBIA ACCEPT THE AGENDA AS PRESENTED**
    - + **1<sup>ST</sup> R. KERR**
    - + **2<sup>ND</sup> G. GILLETT**
    - + **CARRIED**
4. Declaration of Conflicts
5. Approval of Minutes
  - a. Minutes of Board meeting of 13 August 2020
    - II. **MOTION: THAT THE BOARD OF MANAGEMENT FOR THE ODBIA APPROVES THE MINUTES OF 13 AUGUST 2020.**
      - + **1<sup>ST</sup> R. KERR**
      - + **2<sup>ND</sup> G. GILLETT**
      - + **CARRIED**
6. Report of Chair
  - III. **MOTION: THAT THE BOARD OF MANAGEMENT FOR THE ODBIA ACCEPT THE REPORT OF THE CHAIR AS PRESENTED**
    - + **1<sup>ST</sup> G. GILLETT**
    - + **2<sup>ND</sup> A. DESILVA**
    - + **CARRIED**
7. Report of Office Manager
  - IV. **MOTION: THAT THE BOARD OF MANAGEMENT FOR THE ODBIA ACCEPT THE REPORT OF THE OFFICE MANAGER AS PRESENTED**
    - + **1<sup>ST</sup> G. GILLETT**
    - + **2<sup>ND</sup> R. KERR**
    - + **CARRIED**

8. Committee Reports

- a. Economic /Beautification Update G. Gillett/J. Sigua  
b. Governance Update M. Hunter

**V. MOTION: THAT THE BOARD OF MANAGEMENT FOR THE ODBIA  
ACCEPT THE ACCESSIBILITY POLICY**

- + **1<sup>ST</sup> R. KERR**
- + **2<sup>ND</sup> A. DESILVA**
- + **CARRIED**

- c. Marketing and communications Update C. Malachowski  
d. Community development Update C. Malachowski  
e. Events Review A. Desilva  
f. Finance and Audit I. Labricciosa  
    i. 2019 Audit Status I. Labricciosa  
    ii. July Financials I. Labricciosa

**VI. MOTION: THAT THE BOARD OF MANAGEMENT FOR THE ODBIA  
ACCEPT THE COMMITTEE REPORTS AS PRESENTED**

- + **1<sup>ST</sup> A. DESILVA**
- + **2<sup>ND</sup> G. GILLETT**
- + **CARRIED**

**VII. MOTION: THAT THE BOARD OF MANAGEMENT FOR THE ODBIA  
ACCEPT THE JULY FINANCIAL STATEMENT AS PRESENTED**

- + **1<sup>ST</sup> I. LABRICCIOSA**
- + **2<sup>ND</sup> G. GILLETT**
- + **CARRIED**

9. Board Administrative Issues (Open Discussion)

10. Committee-of-the-Whole (In Camera) –

- a. Personal matters about an identifiable individual, including local board employee and/or member(s)

**Motion: THAT THE BOARD OF MANAGEMENT FOR THE ODBIA enter into in-camera. That pursuant to 239(2) of the Municipal Act, this meeting be closed to the public for reasons of personal matters about an identifiable individual, including local board employee and/or member(s).**

- + **1<sup>ST</sup> M. HUNTER**
- + **2<sup>ND</sup> R. KERR**
- + **CARRIED**

11. Arise from Committee of the whole (In Camera)

Motion: THAT THE BOARD OF MANAGEMENT FOR THE ODBIA rise from in-camera.

- + **1<sup>ST</sup> M. HUNTER**
- + **2<sup>ND</sup> R. KERR**
- + **CARRIED**

**I. MOTION: THAT THE BOARD OF MANAGEMENT FOR THE ODBIA  
ACCEPT THE DISCUSSIONS IN-CAMERA.**

- + **1<sup>ST</sup> M. HUNTER**
- + **2<sup>ND</sup> A. DESILVA**
- + **CARRIED**

12. New Business

13. Next Meeting:

- i. Board Meeting – 23 September 2020 at 8 AM @ 21 Simcoe St S and Virtual

17. Adjournment

- i. **MOTION: THAT THE BOARD OF MANAGEMENT FOR THE ODBIA  
ADJOURN**
  - + **1<sup>ST</sup> R. KERR**
  - + **2<sup>ND</sup> A. DESILVA**
  - + **CARRIED**