



**Board of Management of Oshawa Downtown Business Improvement Area - City of Oshawa Special Meeting**  
**Virtual Board Meeting/ In Person at**  
**21 Simcoe Street S**  
**26 November 2020**  
**4:00 PM**

**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, I. Labricciosa,, M. Hunter (Virtual, 4:28), P. Stoett (Virtual), A. De Silva (Virtual, 5:34), G. Gillett , I. Musial, S. Lupton (Virtual), K. Benham (Virtual), P. Triacus, T. Flood and A. Mittoni

Regrets: M. Bowles and J. Sigua

### **Minutes**

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> M. HUNTER**
    - + **2<sup>ND</sup> M. MUSIAL**
    - + **CARRIED**
4. Declaration of Conflicts
5. Delegations
  - a. Peter Triacus
6. Approval of Minutes
  - a. Minutes of Board meeting of 28 October 2020
    - II. MOTION: THAT THE BOARD OF MANAGEMENT FOR THE ODBIA APPROVES THE MINUTES OF 28 OCTOBER 2020.**
      - + **1<sup>ST</sup> G. GILLETT**
      - + **2<sup>ND</sup> I. MUSIAL**
      - + **CARRIED**
7. Report of Chair
  - a. Status Report of the BIA Office Manager
8. Board Administrative Issues
  - a. Processing and tacking member communications
9. Committee Reports
  - a. Economic /Beautification Update

G. Gillett/J. Sigua

- |  |                |
|--|----------------|
| b. Governance Update                   | M. Hunter      |
| c. Marketing and communications Update | C. Malachowski |
| d. Community development Update        | C. Malachowski |
| e. Events Review                       | A. De Silva    |
| f. Finance and Audit                   | I. Labricciosa |
| i. 2019 Audit Status                   | I. Labricciosa |
| ii. July Financials                    | I. Labricciosa |
| iii. Member feedback on draft budget   | I. Labricciosa |
| iv. 2021 Budget                        | I. Labricciosa |

**III. MOTION: THAT THE BOARD OF MANAGEMENT FOR THE ODBIA ACCEPT THE REPORT OF THE CHAIR, OFFICE MANAGER, COMMITTEE REPORTS AND THE BOARD ADMINISTRATIVE ISSUES AS PRESENTED**

- + 1<sup>ST</sup> G. GILLETT
- + 2<sup>ND</sup> H. HUNTER
- + CARRIED

**IV. MOTION: THAT THE BOARD OF MANAGEMENT FOR THE ODBIA ACCEPT ACCEPT THE MARKETING PLAN FOR 2021 AS PRESENTED IN THE BOARD PACKAGE**

- + 1<sup>ST</sup> I. MUSIAL
- + 2<sup>ND</sup> M. HUNTER
- + CARRIED

**V. MOTION: THAT THE BOARD OF MANAGEMENT FOR THE ODBIA ACCEPT THE 2019 AUDITED STATEMENTS AS PRESENTED**

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

**VI. MOTION: THAT THE BOARD OF MANAGEMENT FOR THE ODBIA ACCEPT THE OCTOBER FINANCIAL STATEMENTS AS PRESENTED**

- + 1<sup>ST</sup> G. GILLETT
- + 2<sup>ND</sup> M. HUNTER
- + CARRIED

**VII. MOTION: TO ACCEPT THE RECOMMENDATION THAT ISAAC BECOMES THE TREASURER OF THE BOARD OF MANAGEMENT FOR THE ODBIA COMMENCING 1 JANUARY 2021.**

- + 1<sup>ST</sup> M. HUNTER
- + 2<sup>ND</sup> C. MALACHOWSKI
- + CARRIED

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> I. MUSIAL
- + 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> G. GILLETT**

+ **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> I. MUSIAL**

+ **CARRIED**

12. New Business

a. Meeting Dates 2021

b. Parking study

13. City Report

14. Post Secondary Update

15. Correspondence

a. Letter from the City of Oshawa

b. Jennifer French email

16. Next Meeting:

a. 28 January 2021, 8 am

17. Adjournment

**i. MOTION: THAT THE BOARD OF MANAGEMENT FOR THE ODBIA  
ADJOURN**

+ **1<sup>ST</sup> G. GILLETT**

+ **2<sup>ND</sup> M. HUNTER**

+ **CARRIED**