



Downtown Oshawa Board of Management

**Director Vacancy ~ Call for Nominations**

The Downtown Oshawa Board of Management is accepting nominations for individuals that are willing and able to uphold the mission statement contained in By-Law No. 1 DOBIA/2008, Page 1, Item 2:

- 2. The Downtown Oshawa Business Improvement Area (DOBIA) is the voice of the business community in downtown Oshawa, and is committed to improving and promoting the area through investment and advocacy to maintain its position as Oshawa's shopping, business and entertainment destination.**

The new Director will strive to meet the objectives of the DOBIA as per By-Law No. 1 DOBIA/2008, Page 1, Item 3:

- 3. The purpose of the BIA is to:**
  - (a) improve, beautify, and maintain municipally owned lands, buildings and structures in the area, beyond such improvement, beautification and maintenance provided by the City of Oshawa;**
  - (b) promote downtown Oshawa as a business, shopping and entertainment area**
  - (c) improve and promote downtown Oshawa through investment and advocacy**

As per By-Law No. 1 DOBIA/2008, Page 2, Item 6(a), nominees must be eligible for the position:

- 6. (a) The following shall be eligible for membership in the BIA:**
  - 1. Property Owners:** Members of an improvement area consist of persons who are assessed, on the last returned assessment roll, with respect to rateable property in the area that is in a prescribed business property class; and
  - 2. Tenants:** Tenant of such rateable property.

## Term of Office

By-Law No. 1 DOBIA/2008 Page 5, Item 8 (b) 1 & 2:

1. The term of office for the Board of Management is from the time of his or her appointment by City Council until the expiration of the term of the City Council that appointed him or her, so long as the Member continues to be qualified as a Member.
2. In an election year, the new Board cannot officially assume its duties until approved by City Council, therefore the outgoing Board must continue to hold office until their successors are appointed.

The next municipal election is in 2010.

## Director Responsibilities

By-Law No. 1 DOBIA/2008, Page 12, Items 1-5:

1. Sit as an active member of the BIA and/or committee;
2. Represent a particular constituency or point of view at committee meetings;
3. Assist with activities of committees as directed by the Board;
4. Provide leadership for the members in the geographic area which the Board services;
5. In co-operation with the Chair, recruit members and volunteers, organize committee meetings and special events of the Board, co-ordinate advertising, promotions and communications, thank key members, community partners and sponsors, compile reports to present to the Board, and establish goals and objectives.

## Nomination Procedure

1. Any person may participate in the nomination process by supplying the information required on the form.
2. All nominees must meet the eligibility requirements as outlined in the By-Law.
3. All nominees must provide two copies of their application and two copies of all other documents they have chosen to include i.e. bio, resume; one for City Council and one for the Board office.
4. Any nominee that is being sponsored by a member that is a property owner, a corporation or a partnership, must have two copies of the designation in writing.

### Selection Procedure

1. A General Meeting of the membership is called.
2. All eligible nominations received by the Board are disclosed to the membership.
3. The membership will vote for the candidate(s) they want Council to consider.
4. Council to interview, appoint and advise the Board of their selection.

### One Vote

Ontario Municipal Act 2001, c. 25, s. 204 (7)

Each member of an improvement area has one vote regardless of the number of properties that the member may own or lease in the improvement area.

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Nomination form attached



Board of Director nominees shall excel in all areas of business and display leadership within the community. He or she shall serve as a model of organization, delegation and enthusiasm to the staff and volunteers connected with all activities. He or she shall be as strong a representative as possible, attending and participating in meetings and events of the BIA. If you are not being nominated, but wish to apply, please use this form as well.

Name of applicant or nominee: \_\_\_\_\_

Applicant/Nominee contact info. \_\_\_\_\_ Phone

\_\_\_\_\_ Email

**Please check one:**

Property Owner \_\_\_\_\_ Tenant \_\_\_\_\_ Sponsored \_\_\_\_\_

List property owned within the BIA \_\_\_\_\_

\_\_\_\_\_

List business name located within the BIA \_\_\_\_\_

\_\_\_\_\_

**List Sponsor details, accompanied by two copies of written delegation from Sponsor.**

Sponsor's Name \_\_\_\_\_

Sponsor's Business \_\_\_\_\_

Sponsor's Contact info. \_\_\_\_\_ Phone

\_\_\_\_\_ Email

**Nominator** \_\_\_\_\_

Your phone number \_\_\_\_\_

Your email address \_\_\_\_\_

**Applicant or Nominee: Please include supporting documentation, re bio, resume, list of volunteer work and/or community projects, etc.**