



Minutes
Downtown Oshawa Business Improvement Area
Board of Directors
January 23, 2019

Attendance: Shawn Solomon, Glen Gillett, Cindy Malachowski, Nancy Shaw, Rick Kerr, Andrea DeSilva, Matt Bowles, Janette Sigua, Peter Stoett (via telephone)

Staff: Garth Johns

Others: Kyle Benham, Sue Lupton

Regrets: Ivano Labricciosa

Absent: None

As this was the first meeting of the new Board, the meeting was called to order by the Executive Director at 6:05 PM.

Following a welcome plus some introductory comments, an election was held to determine the Board Chair, Vice Chair and Treasurer. It was moved by Shawn Solomon and seconded by Rick Kerr that Glen Gillett's name be put forward to serve as Chair. Moved by Cindy Malachowski and seconded by Matt Bowles that Nancy Shaw's name be put forward to serve as Chair. No further names were put forward. Both candidates agreed to let their name stand. Following a secret ballot election, it was determined that Nancy Shaw is the new Chair of the Board. Shawn Solomon was thanked for his years of service as Chair.

Nancy took over as Chair and asked for nominations for the role of Vice Chair. Moved by Rick Kerr and seconded by Shawn Solomon that Glen Gillett's name be put forward to serve as Vice Chair. As there were no further nominations and Glen allowed to let his name stand, Glen was acclaimed as Vice Chair. Moved by Shawn Solomon and seconded by Janette Sigua that Ivano Labricciosa's name be put forward for the role of Treasurer. Ivano had previously indicated he would serve in that capacity. There being no further nominations, Ivano was acclaimed as Treasurer.

Moved by Shawn Solomon and seconded by Matt Bowles that the ballots be destroyed. Carried.

1. **Declarations of pecuniary interest** – none
2. **Delegations** – none
3. **Correspondence** – none
4. **Comments from the floor** – none
5. **Adoption of Minutes** –
6. **City's Economic Development update and City Report (Rick Kerr plus Kyle and Sue)**

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- The City's budget process will hopefully be complete by February 8th and will include \$1 million in reserve for the Metrolinx hub. This project is being delayed but there is more than ample support for it to proceed
- The proposed D-hive for the Regional innovation project which will hopefully include a hub in the Post Office building plus spokes throughout the Region has been tentatively approved at the Region with a request of \$325 seed money to get the project started. This project will eventually include the Spark organization and came out of the Idea Summit. The planning phase is expected to be complete by the end of 2019, should be fully operational by 2021 and could employ as many as 400 people. We are expecting full support of all MP's and this would help alleviate the pain of the loss of GM.
- The new streetscape proposal is part of the current budget deliberations and should include \$150,000 for furniture, trees etc. as well as \$475,000 for the upgrade of King Street from Mary to Ontario as well as \$3.8 million over the next 10 years. Work should commence in May or June. As part of the overall project we will be looking at redesigning street name signs and other means of creating a preferred Downtown environment. We will be given the opportunity for input on all aspects of the project
- A parking consultant will be looking at Downtown parking in 2019. The project needs to consider that there are a number of key developments in the works which will result in another 6900 people residing Downtown. In addition to residential development, we need grocery stores, offices, things to do and to become the ACE hub.
- The Spark Centre will be moving to the 3rd floor of the CIBC building in February
- Members were reminded of the Athol Street water and sewer construction project beginning in March. They were also reminded that as the streetscape work begins, King Street will be under construction for 6 weeks in May and June.
- Council has opted in for cannabis but we did not get one of the first 25 licenses
- A study is to be conducted to determine issues and possibilities for free WiFi Downtown. The study is to be conducted by UOIT students
- The sandwich board pilot project concludes in the spring. The City will follow up with all merchants in this regard
- Sue attended the BACD Digital workshop. Anybody can apply for a \$2500 grant to increase their digital presence
- Sue also attended the franchise show and while the results may not have been overly productive for Downtown, she at least feels comfortable that Oshawa is generally on the radar for many franchises
- Van Houtte's has closed but will reopen under the name The Oshawa House which will offer coffee, beer and wine.
- The Best Media will soon be taking over the upper floor of the BMO building. They are a well established organization. What will happen with the main floor is yet to be determined.

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- Sue handed out Let's Eat mats for businesses and restaurants. It includes a listing of various Downtown eateries and a map of Downtown.
7. **Treasurer's Report** – Financial statements for November and December had previously been circulated and the Executive Director's commented briefly on same. The overall year end position will be a slight surplus. However, we are still examining the possibility that the City may have erroneously transferred to much budget to the BIA. We are working to confirm one way or another and if final amending entries are required they will be so noted in upcoming statements and through the auditor's report. Moved by Glen and seconded by Cindy that the Financial Statements for November and December of 2018 be received for information. Carried.
 8. **Committee Updates** – there were no Committee meetings so no updates were available. After discussion, it was agreed that the Committee structure would remain intact pending changes at our upcoming visioning meeting. The appointed Chairs for the Committees were agreed as follows:
 - Signature Events – Andrea (Shawn has also volunteered to be a member)
 - Economic Development – Glen
 - Marketing – Matt
 - Beautification – Janette
 - Cindy will continue on with her work as a member of the City Streetscape Committee
 9. **Executive Director's Report** – previously circulated. Garth noted his concerns about excess revenues, an issue that is being sorted out. Otherwise, we remain in a surplus position for 2018. There was also discussion about security issues and Garth's meeting with DRPS which revealed that crime stats for Downtown are generally trending down and that we are not getting full value from the cameras that are located Downtown. That issue is being followed up.
 10. **Strategic Plan Update** – 3 potential dates for a planning meeting were agreed upon. Garth will arrange one of February 7th, 12th or 21st at 8:00 AM at Core 21. Garth will also arrange a facilitator.
 11. **In Camera** – moved by Shawn and seconded Matt that the Board go in-camera to discuss a matter related to a staff contract. Carried. The Executive Director and City staff were asked to leave the meeting. After discussion and agreed upon decision, it was moved by Shawn and seconded by Rick that the Board rise from the in-camera session and approve the decision made therein. Carried.
 12. **New Business** – Rick asked if the Kars on King could be extended down Simcoe to John and incorporate the Canadian Automotive Museum into more of the event. After discussion, it was agreed to turn the request over to the Committee for follow up.
 13. **Next Board Meeting** – Wednesday February 27th at 6:00 PM

Moved by Shawn that the meeting adjourn at 8:25 PM. Carried.