



Board of Management of Oshawa Downtown  
Business Improvement Area - City of Oshawa  
General Meeting  
Core 21 - 21 Simcoe St S  
October 31<sup>st</sup>, 2019

## Meeting Minutes

**PRESENT: A. DESILVA, C. MALACHOWSKI, R. KERR, J. SIGAU, I. LABRICCIOSA, A. MACDONALD, A. RYLLOTT, M. BOWLES, N. SHAW, G. GILLETTE, M. HUNTER, P. STOETT, K. BENHAM, S. LUPTON**

1. WELCOME – CALL TO ORDER – 8:09 AM
2. OPEN OF GENERAL MEETING – 8:12 AM
3. COMMITTEE-OF-THE-WHOLE (IN CAMERA WITH AND WITHOUT EXECUTIVE DIRECTOR) –
  - A. PERSONAL MATTERS ABOUT AN IDENTIFIABLE INDIVIDUAL, INCLUDING LOCAL BOARD EMPLOYEE AND/OR MEMBER(S)
4. ARISE FROM COMMITTEE OF THE WHOLE (IN CAMERA)
  1. **MOTION: THAT THE BOARD OF MANAGEMENT TO LEAVE IN-CAMERA**
    1. **M. BOWLES**
    2. **I. LABRICCIOSA**
    3. **CARRIED**
5. ACCEPTANCE OF AGENDA
  1. **MOTION TO ACCEPT THE AGENDA**
    1. **M. BOWLES**
    2. **I. LABRICCIOSA**
    3. **CARRIED**
6. DECLARATION OF CONFLICTS – **NONE DECLARED**
7. APPROVAL OF MINUTES
  - A. MINUTES OF BOARD MEETING OF AUGUST 29<sup>TH</sup>, 2019
    1. **MOTION: THAT THE BOARD OF MANAGEMENT FOR THE ODBIA APPROVES THE MEETING MINUTES OF SEPTEMBER 26<sup>TH</sup> 2019, 2019 AS WRITTEN.**
      1. **J. SIGAU**
      2. **M. HUNTER**
      3. **CARRIED**
8. REPORT OF THE CHAIR N. SHAW

A. VETERAN BANNERS & BYLAWS

- I. **MOTION: THAT THE BOARD OF MANAGEMENT FOR THE ODBIA ACCEPTS THE REPORT OF THE CHAIR AS PRESENTED.**
  1. I. LABRICCIOSA
  2. P. STOETT
  3. CARRIED

9. REPORT OF THE EXECUTIVE DIRECTOR

A. MACDONALD

- I. **MOTION: THAT THE BOARD OF MANAGEMENT FOR THE ODBIA ACCEPTS THE REPORT OF THE EXECUTIVE DIRECTOR.**
  1. R. KERR
  2. I. LABRICCIOSA
  3. CARRIED

10. COMMITTEE REPORTS

A. FINANCE AND AUDIT

I. LABRICCIOSA

I. FINANCIAL REPORTS REVIEW

I. LABRICCIOSA

II. NOT-FOR-PROFIT STATUS UPDATE

I. LABRICCIOSA

III. AGM REVIEW

I. LABRICCIOSA

IV. BYLAW AMENDMENT UPDATE

A. MACDONALD/ I. LABRICCIOSA

V. LET'S EAT ACTION

I. LABRICCIOSA

1. **MOTION FROM FINANCE: TO MOVE LET'S EAT/SHOP INTO Q1 OF 2020 WHERE THERE IS AN EXISTING BUDGET FOR SERVICES AND EATERIES, TO BE DECIDED BY MARKETING TO HOW THAT WILL LOOK.**

A. I. LABRICCIOSA

B. M. HUNTER

C. CARRIED

B. ECONOMIC DEVELOPMENT/BEAUTIFICATION UPDATE. J. SIGUA/A. MACDONALD

C. GOVERNANCE UPDATE

M. HUNTER

D. MARKETING AND COMMUNICATIONS UPDATE

M. BOWLES

E. WELCOMING STREETS UPDATE

C. MALACHOWSKI

F. EVENTS REVIEW

A. DESILVA/A. MACDONALD

I. CITY OF OSHAWA ANCHOR GRANT REVIEW A. MACDONALD

**MOTION: THAT THE BOARD OF MANAGEMENT FOR THE ODBIA APPROVES ALL COMMITTEE REPORTS AS PRESENTED.**

1. M. BOWLES

2. M. HUNTER

3. CARRIED

11. BUSINESS ARISING

- A. **ELECTION OF SECRETARY FOR THE EXECUTIVE POSITION MOVED TO NOVEMBER 2019**

12. NEW BUSINESS

- A. **LETTER FROM DURHAM COLLEGE NOVEMBER 2019**

M. HUNTER - MOVED TO

- B. LETTER FROM TRENT UNIVERSITY M. HUNTER - MOVED TO  
**NOVEMBER 2019**
- C. BIA CYBER SECURITY ISSUES A. MACDONALD
- 13. CITY REPORT R. KERR
  - A. **MOTION: THAT THE BOARD OF MANAGEMENT FOR THE ODBIA APPROVES  
THE REPORT AS PRESENTED BY R. KERR FROM THE CITY OF OSHAWA**
    - I. **M. BOWLES**
    - II. **I. LABRICCIOSA**
    - III. **CARRIED**
- 14. WHITE SPACE
- 15. CORRESPONDENCE
- 16. NEXT MEETING: **AGM November 7<sup>th</sup> at 8 AM @ Core 21**
  - I. **Board Meeting, November 28<sup>th</sup> at 8 AM @ Core 21**
  - II. **ADJOURNMENT - MOTION: TO ADJOURN – 10:24 AM**
    - 1. **R. KERR**
    - 2. **M. BOWLES**