



**Board of Management of Oshawa Downtown  
Business Improvement Area - City of Oshawa  
General Meeting  
Core 21 - 21 Simcoe St S  
September 24<sup>th</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**

1. WELCOME – CALL TO ORDER – 8:10 AM
2. OPEN OF GENERAL MEETING – 8:11 AM
3. COMMITTEE-OF-THE-WHOLE (IN CAMERA WITH AND WITHOUT EXECUTIVE DIRECTOR) - **MOTION TO ENTER INTO IN-CAMERA SESSION – 8:12 AM**
  - 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 TO LEAVE IN-CAMERA – 9:30 PM**
    1. **M. HUNTER**
    2. **M. BOWES**
    3. **CARRIED**
5. ACCEPTANCE OF AGENDA
  - I. **MOTION: THAT THE BOARD OF MANAGEMENT FOR THE ODBIA ACCEPTS THE AGENDA.**
  - II. **P. STOETT**
  - III. **A. DESILVA**
  - IV. **CARRIED**
6. DECLARATION OF CONFLICTS
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 AUGUST 29<sup>TH</sup>, 2019 AS WRITTEN.**
      1. **M. BOWES**
      2. **G. GILLETE**
      3. **CARRIED**

8. REPORT OF THE CHAIR

N. SHAW

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. I. LABRICCIOSA**

**2. M. HUNTER**

**3. CARRIED**

10. COMMITTEE REPORTS

A. FINANCE AND AUDIT

I. LABRICCIOSA

I. FINANCIAL REPORTS **REVIEW**

I. LABRICCIOSA

II. NOT-FOR-PROFIT STATUS **UPDATE**

A. MACDONALD

III. BYLAW AMENDMENT **UPDATE**

A. MACDONALD/ I. LABRICCIOSA

B. ECONOMIC DEVELOPMENT/BEAUTIFICATION

A. MACDONALD

I. BANNER COMPETITION **UPDATE**

A. MACDONALD

II. WINTER GREENERY **ACTION**

A. MACDONALD

**1. MOTION: THAT THE BOARD OF MANAGEMENT FOR THE ODBIA APPROVES THE OVERAGE OF \$28,500 FROM WORKING CAPITAL TOWARDS 2019 WINTER GREENERY TO ADDRESS A SHORTFALL IN THE BUDGET AND THE PURCHASE OF LONG-TERM WREATHS FOR RE-USE ANNUALLY.**

**A. I. LABRICCIOSA**

**B. A. DESILVA**

**C. CARRIED**

**D. OPPOSED – JANETTE**

III. POLE WRAPS **UPDATE**

A. MACDONALD

IV. WIN THIS SPACE **UPDATE**

A. MACDONALD

V. WALL MURALS **UPDATE**

A. MACDONALD/ J. SIGUA

C. GOVERNANCE

M. HUNTER

I. POLICY AND PROCEDURES **REVIEW**

M. HUNTER

II. CONSTITUTION AND BYLAW **UPDATE**

M. HUNTER

III. EMPLOYEE BENEFITS **UPDATE**

M. HUNTER

D. MARKETING AND COMMUNICATIONS

M. BOWLES

I. WEBSITE DESIGN

M. BOWLES

II. REBRANDING **UPDATE**

A. MACDONALD

E. WELCOMING STREETS UPDATE

C. MALACHOWSKI

F. EVENTS (UPDATE ALL)

A. DESILVA/A. MACDONALD

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

**P. STOETT**

**A. DESILVA**

**CARRIED**

11. BUSINESS ARISING

A. N/A

12. NEW BUSINESS

A. N/A

13. CITY REPORT

R. KERR

- I. **MOTION: THAT THE BOARD OF MANAGEMENT FOR THE ODBIA APPROVES THE REPORT AS PRESENTED BY R. KERR FROM THE CITY OF OSHAWA**
  1. **M. HUNTER**
  2. **M. BOWES**
  3. **CARRIED**

14. WHITE SPACE

15. CORRESPONDANCE

- A. CITY MANAGER REQUEST FOR MEETING TO DISCUSS CHALLENGES REGARDING DRUG ADDICTION AND HOMELESSNESS IN DOWNTOWN

16. NEXT MEETING: **Special Meeting September 27<sup>th</sup> at 8 AM @ Core 21**

- I. **Board Meeting, October 31<sup>st</sup> at 8 AM @ Core 21**

- II. **ADJOURNMENT - MOTION: TO ADJOURN – M. BOWES**

RSVP YOUR ATTENDANCE TO ANGELA AT [ANGELA@DOWNTOWNOSHAWA.CA](mailto:ANGELA@DOWNTOWNOSHAWA.CA)