



**BOARD OF MANAGEMENT OF OSHAWA DOWNTOWN  
BUSINESS IMPROVEMENT AREA - CITY OF OSHAWA  
GENERAL MEETING**

**CORE 21 - 21 SIMCOE ST S  
MAY 28<sup>TH</sup>, 2020**

**MEETING MINUTES**

**PRESENT: A. DESILVA, A. MACDONALD, C. MALACHOWSKI, G. GILLETT, I. LABRICCIOSA, J. SIGAU, K. BENHAM, M. HUNTER, R. KERR, P. STOETT, I. MUSIAL, S. LUTON, A. MITTONI  
REGRETS: M. BOWLES**

1. WELCOME – CALL TO ORDER – 8:33 AM
2. OPEN OF GENERAL MEETING
3. ACCEPTANCE OF AGENDA
  - A. M.HUNTER TO ADD CONTRACTUAL NEGOTIATIONS UNDER ITEM 12
    - I. **MOTION: THAT THE BOARD OF MANAGEMENT FOR THE ODBIA ACCEPT THE AGENDA**
      - + **1<sup>ST</sup> R. KERR**
      - + **2<sup>ND</sup> P. STOETT**
      - + **CARRIED**
4. DECLARATION OF CONFLICTS
  - + IVANO FOR DECLARES CONFLICT FOR ITEM 11 A) SUBSECTION I DUE TO EMPLOYMENT CONNECTION
5. APPROVAL OF MINUTES
  - A. MINUTES OF BOARD MEETING OF FEBRUARY 2020
    - I. **MOTION: THAT THE BOARD OF MANAGEMENT FOR THE ODBIA APPROVES THE MEETING MINUTES OF FEBRUARY 27<sup>TH</sup>, 2020, AS WRITTEN.**
      - + **1<sup>ST</sup> M. HUNTER**
      - + **2<sup>ND</sup> C. MALACHOWSKI**
      - + **CARRIED**
6. DELEGATION AND DISCUSSION
  - A. LOUISE PARKES REGARDING THE LEVY
    - i. **MOTION: THAT THE BOARD OF MANAGEMENT FOR THE ODBIA RECEIVES FOR INFORMATION THE DELEGATION AS PRESENTED.**
      - + **1<sup>ST</sup> R. KERR**
      - + **2<sup>ND</sup> J. SIGUA**
      - + **CARRIED**
  - B. DARRYL SHERMAN REGARDING THE LEVY
    - i. **MOTION: THAT THE BOARD OF MANAGEMENT FOR THE ODBIA RECEIVES FOR INFORMATION THE DELEGATION AS PRESENTED.**
      - + **1<sup>ST</sup> R. KERR**
      - + **2<sup>ND</sup> P. STOETT**
      - + **CARRIED**
7. PRESENTATION AND DISCUSSION WITH KAY MATTHEWS FROM OBIAA REGARDING THE BIA'S AND THE ROLE THEY PLAY
  - i. **MOTION: THAT THE BOARD OF MANAGEMENT FOR THE ODBIA RECEIVES FOR INFORMATION THE PRESENTATION AS PRESENTED.**
    - + **1<sup>ST</sup> G. GILLETT**

- + 2<sup>ND</sup> R. KERR
- + CARRIED

8. REPORT OF THE CHAIR

I. LABRICCIOSA

- I. GIVEN VERBALLY
- ii. MOTION: THAT THE BOARD OF MANAGEMENT FOR THE ODBIA APPROVE THE VERBAL REPORT OF THE CHAIR AS PRESENTED.
  - + 1<sup>ST</sup> I. MUSIAL
  - + 2<sup>ND</sup> A. DESILVA
  - + CARRIED

9. REPORT OF THE EXECUTIVE DIRECTOR

A. MACDONALD

- I. MOTION: THAT THE BOARD OF MANAGEMENT FOR THE ODBIA ACCEPTS THE VERBAL REPORT OF THE EXECUTIVE DIRECTOR AS PRESENTED.
  - + 1<sup>ST</sup> M. HUNTER
  - + 2<sup>ND</sup> R. KERR
  - + CARRIED

10. COVID-19 SPECIAL REPORT

A. MACDONALD

- I. MOTION: THAT THE BOARD OF MANAGEMENT FOR THE ODBIA ACCEPTS THE REPORT OF THE EXECUTIVE DIRECTOR.
  - + 1<sup>ST</sup> I. LABRICCIOSA
  - + 2<sup>ND</sup> R. KERR
  - + CARRIED

**RECESS FROM 10:07 RETURNING 10:13**

11. COMMITTEE REPORTS

A. ECONOMIC DEVELOPMENT/BEAUTIFICATION UPDATE A. MACDONALD

I. WINTER FESTIVAL OF LIGHTS

A. MACDONALD

B. GOVERNANCE UPDATE

M. HUNTER

i. Integrity Commissioner City Report

- + MOTION: THAT THE BOARD OF MANAGEMENT FOR THE ODBIA ACCEPT THE INTEGRITY COMMISSIONER CITY REPORT AND TO ADOPT AND RECOGNIZE IT AS IT APPLIES TO THE BOARD OF MANAGEMENT
- + 1<sup>ST</sup> M. HUNTER
- + 2<sup>ND</sup> J. SIGUA
- + CARRIED

ii. BIA Ex-officio Board Member Status

- + MOTION: THAT THE BOARD OF MANAGEMENT FOR THE ODBIA OPEN DISCUSSION WITH THE CITY CLERK OR CITY COUNCIL TO UNDERSTAND WHETHER WE CAN HAVE EX-OFFICIO STATUS OR IF NOT, AS THE BY-LAW DOES NOT ALLOW IT RIGHT NOW, UNDERSTAND HOW WE CAN MAKE THOSE CHANGES TO ALLOW FOR AN EX-OFFICIO STATUS FOR BOARD MEMBERS
- + 1<sup>ST</sup> M. HUNTER
- + 2<sup>ND</sup> J. SIGUA
- + CARRIED

C. COMMUNITY DEVELOPMENT UPDATE

C. MALACHOWSKI

- + MOTION: THAT THE BOARD OF MANAGEMENT FOR THE ODBIA APPROVES THE SIGNING OF THE MOU EXTENSION.
- + 1<sup>ST</sup> C. MALACHOWSKI

- + 2<sup>ND</sup> R. KERR
- + CARRIED
- D. MARKETING AND COMMUNICATIONS UPDATE A. MACDONALD
- E. EVENTS REVIEW K. MONAH
- F. FINANCE AND AUDIT I. LABRICCIOSA
  - I. FINANCIAL REPORTS REVIEW I. LABRICCIOSA
  - II. BUDGET UPDATE A. MACDONALD/ I. LABRICCIOSA
- G. BEAUTIFICATION J. SIGUA

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

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

12. COMMITTEE-OF-THE-WHOLE (IN CAMERA WITH AND WITHOUT EXECUTIVE DIRECTOR) –

- I. **MOTION: THAT THE BOARD OF MANAGEMENT FOR THE ODBIA ENTER INTO IN-CAMERA PURSUANT TO 239 2(I) OF THE MUNICIPAL ACT THAT THIS MEETING BE CLOSED IN ORDER TO CONSIDER AN UPDATE FROM THE EXECUTIVE DIRECTOR WHICH IS RELATED TO COMMERCIAL RELATIONS SUPPLIED IN CONFIDENCE TO THE BOARD AND IF DISCLOSED COULD REASONABLY BE EXPECTED TO INTERFERE SIGNIFICANTLY OR PREJUDICE THE CONTRACTUAL NEGOTIATIONS OF THE BOARD.**

- + 1<sup>ST</sup> M. HUNTER
- + 2<sup>ND</sup> P. STOETT
- + CARRIED

13. ARISE FROM COMMITTEE OF THE WHOLE IN-CAMERA

14. GO FORWARD PLAN FOR 2020

A. REVIEW OF SCENARIOS GOING FORWARD FOR 2020

- I. **MOTION: THAT THE BOARD OF MANAGEMENT FOR THE ODBIA ADOPT SCENARIO 2**

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

15. ~~BUSINESS ARISING~~ MEETING ADJOURNED BEFORE ITEM WAS DISCUSSED

16. ~~NEW BUSINESS~~ MEETING ADJOURNED BEFORE ITEM WAS DISCUSSED

17. ~~CITY REPORT~~ MEETING ADJOURNED BEFORE ITEM WAS DISCUSSED

18. ~~POST-SECONDARY UPDATE~~ MEETING ADJOURNED BEFORE ITEM WAS DISCUSSED

19. ~~WHITE SPACE-~~ MEETING ADJOURNED BEFORE ITEM WAS DISCUSSED

20. ~~CORRESPONDENCE~~ MEETING ADJOURNED BEFORE ITEM WAS DISCUSSED

21. NEXT MEETING:

- I. **BOARD MEETING – JUNE 25TH, 2020 AT 8 AM @ TBA**

22. ADJOURNMENT

- I. **MOTION: TO ADJOURN**

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