



**Board Meeting – October 20, 2020 – 5:30 pm**  
**Location: They Integrated, 226 Front St. Belleville**

**MINUTES**

**Please note:** *Per the provincial changes announced September 25<sup>th</sup>, 2020, which are now contained in [Ontario Regulation 364/20](#), mandatory screening of all employees, volunteers, and “essential visitors” is now required prior to entering any workplace. As such, we are implementing an online checklist immediately, which must be completed by every employee, volunteer and essential visitor who wishes to attend our offices or meetings for the purposes of conducting business.*

1. Call to Order – 5:34pm

**1.1 Attendance** – K. Brown, S. Patriquin, C. Guziewicz, L. McDougall, R. Williams (via Zoom), E. Travis (via Zoom), R. Burlington, K. Harnden, M. Cuerrier, K. Moniz

**Regrets:** A. Serratos-Ramos, M. Hilmi, B. Kull

1.2 Approval of Agenda

**Motion:** Move the approval of the BIA Board minutes as presented.

Moved: S. Patriquin

Second: K. Harnden

**CARRIED**

2. Disclosure of Pecuniary Interest – None Declared

3. Reading and confirmation of Minutes (15-Sept-2020)

**Motion:** Move the approval of the BIA Board minutes as presented.

Moved: L. McDougall

Second: C. Guziewicz

**CARRIED**

4. Executive Director Report – M. Cuerrier

5. Marketing & Media Officer Report – K. Moniz

6. Financial Statements (September 2020) – C. Guziewicz / M. Cuerrier

**Motion:** Move the approval of the September 2020 financial statements as presented.

Moved: R. Burlington

Second: C. Guziewicz

**CARRIED**



7. OBIAA Board Nomination – M. Cuerrier / K. Brown

7.1 OBIAA has extended an invitation for the Downtown District to submit a nomination to their Board of Directors. A copy of the invitation is included in the Board package for this meeting. OBIAA has suggested an annual budget line of \$1500.00 be included to fund expenses beyond the \$200.00 quarterly honorarium they provide.

**Motion:** Move the Downtown District submit a nomination for M. Cuerrier to the OBIAA Board of Directors and up to \$1500.00 be approved in 2021 to cover expenses over and above the quarterly honorarium provided by OBIAA.

Moved: S. Patriquin

Second: K. Harnden

**CARRIED**

8. Welcoming Streets Initiative – M. Cuerrier / All

8.1 The Guelph BIA “Welcoming Streets” package was circulated at the September Board meeting for review.

**Motion:** Move the approval of a “Welcoming Streets” initiative for the Downtown District BIA in 2021 (under Strategic Plan Objective 4.5).

Moved: L. McDougall

Second: C. Guzewicz

**CARRIED**

**Motion:** Create an ad hoc committee comprised of BIA board members & staff, social service partners, select city councillors and BPS to develop a recommendation and funding sources for a Downtown District Welcoming Streets 2021 initiative.

Moved: S. Patriquin

Second: L. McDougall

**CARRIED**

9. Effective BIA Committees – K. Brown / All

9.1 Presentation and discussion on re-activating our committees as described within Bylaw Sections 51 through 63.

**Action:** Following a good discussion, it was agreed all board members would review the terms of reference and provide their suggested changes/additions to the Governance Committee prior to the next board meeting (November 10<sup>th</sup>, 2020).



## 10. Election to the Board of Directors

10.1 As per The Corporation of the City of Belleville Bylaw 10358 (to amend Section 3 of Bylaw 9290), “The Board shall consist of eleven (11) Members appointed by Council, at least one of whom shall be a Member of Council, and the remaining Members shall be persons qualified to be elected Members of Council assessed for Business Assessment in respect of land in the area, or nominees of Corporation so assessed.” ; AND Bylaw 9290 Section 5: “Where a vacancy occurs for any cause, the Council shall appoint a person qualified as set out in Section 3 to be a member, who shall hold office for the remainder of the term his predecessor was appointed”.

10.2 A call for nominations was issued on 01-September-2020 and the following candidates were nominated:

- David Gilbert, Property Owner - Bridgefront Tower
- Maury Flunder, Property Owner – 394 Front St.
- Stacey Kerr, Scalliwags – 302 Front St.
- Sarah Hutchison, We Thrive – 161 Front St.

**Motion:** THAT the Board of Directors approves Maury Flunder , David Gilbert, Sarah Hutchinson and Stacey Kerr and directs the Chair to submit the candidate names to City Council for final approval and assignment to the board for the duration of the term.

Moved: R. Burlington

Second: S. Patriquin

**CARRIED**

## 11. Adjournment - 7:55pm

*PLEASE NOTE: There will be two meetings in the month of November.*

*On **November 10<sup>th</sup>**, we will hold our normal board meeting beginning at 5:30pm. A week earlier than our normal schedule, this will be the final opportunity to finalize items and activities for our AGM.*

*On **November 17<sup>th</sup>**, we will be holding a virtual AGM. It has been suggested (for those comfortable doing so) the Board be in one location for the AGM and we host our members and the public via a virtual webinar. We will also encourage the use of masks for those of us seated together. This will be*

*The*  
**DOWNTOWN**  
**18 DISTRICT 16**  
**BELLEVILLE**

*a first for us, and voting will be a bit of a challenge; however, it's important we, as the BIA Board, demonstrate assurance through our unity.*