

Wednesday November 29, 2017

510 Victoria Ave E

5:00pm – 6:00pm

**Minutes**

***Attendance: Mike Larizza, Aldo Ruberto, Raechel Reed, Larry Hebert, Ashley Sauer
Guest: Lynn Gray, Bookkeeper 4 You
Absent: Robert Tindall, Craig Napper, Shelby Ch’ng
Recording Minutes: Kristina Belanger***

1. Meeting called to order at 5:22pm
2. **Motion to approve agenda**
Moved: Mike Larizza, Second: Ashley Sauer
Approved unanimously
3. Updated cash flow projection reviewed to ensure a 100% reimbursement of our members and the City is possible. It was determined that we are able to do this without sacrificing the activities planned for the remaining month of 2017. As per the motion passed on November 24, 2017, the BIA will amend the budget to allow for a full reimbursement to the City for increase in budget of $49,532
**Action Item: Kristina to contact Rob Colquhoun and Kathleen Cannon to determine next steps for reimbursement process**
4. Discussion on the $2,900 Façade Improvement that was approved for Regional Youth Multicultural Centre

**Motion to approve the $2,500 through the façade improvement program, and to sponsor the remaining $400**

Moved: Mike Larizza, Second: Ashley Sauer
Approved unanimously

1. Due to the perceived urgency of the issues being brought forward by the membership, the board decided to call a membership meeting in December. We have since received feedback that the timing is inconvenient for our members, and it has been requested that the meeting be moved to January. The board has agreed to move the meeting, date to be determined and announced to membership.
**Action Item: Kristina to notify the membership of the change in date of meeting, and of the levy reimbursement once details have been sorted out with the City**
2. Review of Applicants for Vacancy on the Board of Directors
	1. Bianca Garofalo - Giorg
	2. Derek Lankinen – The Crew on May
	3. Mandy Cargnelutti – Modern Twist
	4. Scotia-Leigh Kauppi – Sweet Cherry Spa, sponsored by Freaks & Geeks
	5. Brian Phillips – Mirabelli Corp., sponsored by up shot coffeehouse
	6. Ashlyn Ransome – The Pasta Shoppe

Each board member was advised to pick their top 2 candidates, which resulted in 3 votes for Brian, 5 votes for Mandy and 2 votes for Bianca.
**Motion to bring candidates Mandy Cargnelutti and Brian Phillips to council for approval**Moved: Mike Larizza, Second: Ashley Sauer
Approved unanimously
**Action item: Kristina to draft letter to remaining applicants proposing their involvement on the sub-committees**

1. Discussion on requested leave of absence by Craig Napper
It was agreed upon by the board of directors to grant the leave of absence
**Action Item: Kristina to update Craig on the approval, and confirm the details of the leave**
2. Review of petition and requests made by Lori Paras
	1. That City Councillors be directed to discontinue voting on all FWBIA (Victoria Ave BIA) business
	2. That all votes on motions be recorded with Board Members being identified
	3. That minutes of meeting have content and that a record of Board Quorum is recorded
	4. That a full refund be given to property owners on the illegal tax levy increase
	5. That the two vacant positions on the Board be filled by membership at the General Membership Meeting
	6. That a discussion between the City Clerk and Board begin on the possible conflict of interest of having a city councillor Chair the FWBIA. (Victoria Ave. BIA)

**Action item: Kristina to set a meeting with John Hannam, Coordinator and Vice-Chair to provide clarification on our obligation to fulfil the above noted requests under the Municipal Act/Bylaws of the City and BIA**

1. Next meeting December 14th at 8am – 510 Victoria Ave E
2. Meeting adjourned at 5:49pm