



**Downtown Oakville BIA
Minutes - Board of Management Supplementary Mtg, Nov 7, 2019 @ 6:30 pm BIA Office**

Board Members: Nicholas Bourikas, Kevin Graff, Kevin Yates, John Ziemba, Jasper Moester, Mayor Burton
Guests: Janet Haslett-Theall
Regrets: Blake Lennox, Gordon Petch
BIA Staff/Minutes by: Sharlene Plewman

| Item # | Item Description | Discussion lead |
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| 1. | Chair's Welcome Meeting was called to order at 6:30 p.m. Declaration of Quorum: Yes Declared Conflicts of Interest: None Approval of Agenda for Nov 7, 2019 MOTION: To approve meeting agenda Moved by: Kevin Graff Seconded by: Kevin Yates CARRIED | Nic Bourikas |
| 7. | Discussion Concern that members' anger regarding construction delay had to reach the point it did. We want to support them in being engaged and a part of making a difference downtown while also ensuring they know the board is behind them in representing the majority view. Plan: Develop a clear communication plan that encourages members to come forward with their feedback on both BIA and Town of Oakville matters while making sure they are aware of the channels for them to communicate directly to the Town of Oakville should they choose regarding Phase 1 feedback and Phase 2 recommendations. Communication plan to include emails outlining: Feedback request, awareness of BIA Office/board meeting with Town on Nov 13, awareness of Town-led BIA member meeting November 25, and Town of Oakville staff report to be presented at December 16 th council meeting. Communication in form of e-blasts via BIA office. Towne Square Update – project delayed, current timing unknown. Need to address pipe repairs first. Tree lighting ceremony to remain in Centennial as per Town of Oakville request. Town introducing an Overnight Parking Pilot starting in January allowing people to obtain monthly or one-time-use permits to park a vehicle in municipal parking lots overnight. No concerns expressed by BIA. | Nic |
| 8. | Governance Still need to finalise vacancy on the board following call to members to apply for vacant position. MOTION: To appoint Susan Wayland, owner of Must Boutique, to the board. Moved by: Nic Bourikas Seconded by: Kevin Yates CARRIED | Nic |
| 13. | Date and Time of Next Meeting <u>Board Meeting</u> Wednesday November 20, 6:30pm, BIA Boardroom | Sharlene |



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| 14. | Adjournment MOTION: To adjourn the meeting at 7:40pm Moved by: Kevin Yates Seconded by: Kevin Graff CARRIED | Nic |
| 15. | ACTION ITEMS - Develop communication pieces re: feedback and upcoming meetings – Sharlene | |