



**Minutes of Thursday December 7<sup>th</sup> 2023 – Executive Meeting**

**Location:** BIA Office - 4 John St Unit 3 **Time:** 6:30 PM

**In Attendance - in person:** Masum Hossain (Chair), George Kalamaris (Vice Chair), Peter Kalamaris (Secretary/Treasurer), Suri Weinberg-Linsky, Sylvio Rodriguez, Olumide Olatoye, and Audrey Swartz (Coordinator)

**Regrets:** Omar Warsame, and Councillor Nunziata Ward 5, York South-Weston

**Call to Order:** The meeting was called to order with quorum at 6:30 PM. It was noted that the meeting was being recorded.

**Motion:** To approve the agenda.

**Moved By:** George Kalamaris **Seconded by:** Olumide Olatoye **Carried 12-07-01**

**Conflict of Interest - None Declared**

**Motion:** To approve the October 2023 Meeting Minutes.

**Moved by:** Suri Weinberg-Linsky **Seconded by:** Sylvio Rodriguez **Carried 12-07-02**

**BIA Chair's Report 6:34 PM**

Masum presented his report, the following comments were made;

1. It was a productive AGM, let the Councillor know that if she wants to bring someone to the stage to inform us in advance; as per protocol/code of conduct. Arranging roundtable with businesses following AGM, Jason Doolan offered to help mediate. Will be Tuesday Jan 9<sup>th</sup> 6:00pm.
2. Received response from Mayor to our concerns about what's happening on the street.
3. Read a letter of support for Castlepoint development at council
4. Attended Winterfest with Councillor and Olu, it was busy and grown from last year. Suri said she didn't get any customer - Masum mentioned the speakers on the street and artscape were encouraging guests to visit local businesses.
5. Received TABIA award, missed having Suri and Omar.

6. Went over discussion with Landlord regarding lease, we have received for 2024 for \$1300+hst/month but without an option to renew. Couldn't get in touch with Peter due to hearing issues. They have said increase for 2025 and 2026 will be \$85 each year.

Peter arrived at 6:45 PM.

**Motion:** To accept the Chair's Report.

**Moved By:** George Kalamaris **Seconded By:** Olumide Olatoye

**Carried 12-07-03**

The Councillor was absent so there was no report.

**Treasurer Report** 6:47 PM

Peter Kalamaris presented the workbooks for October and November, he didn't review them yet. The following comments were made;

1. Reinvested the GICs at 4.3% from 3.5% for another year, cashable. Matures Nov 18, 2024. Expected interest is noted on the workbook.
2. RBC is the only remaining sponsor unpaid for Winterfest. Audrey is using Zoho to issue invoices and receipts for any AP. She notes the payment type.
3. One sponsorship did an EFT to the farmers' market account, also some payments came through the website went there. Can't transfer through online banking, need to write a cheque. Audrey suggested to move balance except \$5K from FM to GEN account. Peter suggested two cheques for accounting purposes.

**Motion:** To accept the Oct/Nov Treasurer Report

**Moved By:** George Kalamaris **Seconded By:** Olumide Olatoye

**Carried 12-07-04**

**Motion:** To issue two cheques from the FM account to deposit to the GEN account; \$1,953.40 for the Winterfest payments made to the incorrect account and \$32,038.63 for the residual balance transfer for the Farmers' Market.

**Moved By:** Peter Kalamaris **Seconded By:** George Kalamaris

**Carried 12-07-05**

Masum announced to the board that Audrey is expecting, she is due early May. Planning to go on leave 2 weeks prior.

**Coordinators Report** 7:06 PM

Audrey presented the report, and the following comments and additions were made;

1. Suri still having issues with the BIA email to her work account. Audrey will try making her a BIA email that auto forwards, see if that works. Until then Audrey is sending to her gmail.
2. Was at the SafeTO summit downtown yesterday, all the BIAs were there. Gave a summary of the findings of the meetings they did with the BIAs. She had done one group meeting and a one-on-one. In January they will have a report for Council.
3. Ask Pauline if we can cost-share the supply/install of the benches only and do the paver removal and pads at our own forces, clarify the specs. Ask the Councillor for her assistance as well. Believe pads can be done for under \$1000. If no option, can see if a sponsor would like to put a plaque on a bench, maybe BSaR.
4. Board added some points to expand on the importance of the lighting upgrade to the proposal. Audrey to revise and recirculate.
5. Difficult to put lighting north of King due to limited ROW and high cost. Need to maintain and repair existing assets before added new. Audrey still looking into if any pole can be put in the expanded area.
6. Board would like the issue of the hydro to be forwarded to the Councillors office, Audrey to send an e-mail and Suri to follow up. Noted the bill hasn't been paid since September, hold off payment for now.
7. George to send Audrey information on alternative edging. Ask Scott how many linear feet will cover 26 pieces as per his quote. Pauline said there might be some additional funding for it, other than cost-share.

**Motion:** To offer James Blake 2024 cleaning contract for \$17.50/hr, 32 weeks (Apr 15-Nov 30) at 9 hours per week.

**Moved By:** Peter Kalamaris    **Seconded By:** Olumide Olatoye

**Carried 12-07-06**

8. There was discussion regarding the gateway RFP draft Pauline provided. Add to RFP;
  - a. Include consultation with the BIA, min 3 meetings (kick off, 1<sup>st</sup> draft review, 2<sup>nd</sup> draft review)
  - b. 3 conceptual designs at kick off meeting, 2 revisions
  - c. Construction drawings a deliverable
9. Research options for an alternative auditor for 2024
10. In the interest of time, the remainder of the coordinator report was deferred

**Other Business** 8:56 PM

The board discussed the four candidates who expressed interest in the board vacancy. It was agreed that representation from south of Lawrence is lacking on the board.

**Motion:** To nominate Jonathan Repasch to fill the board vacancy.

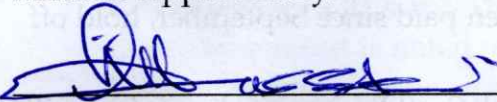
**Moved By:** Peter Kalamaris    **Seconded By:** Olumide Olatoye    **Carried 12-07-07**

Invite Jonathan to join the next board meeting.  
Next meeting scheduled for Wednesday January 10<sup>th</sup>

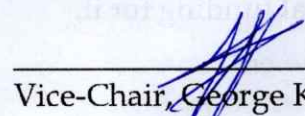
Olu will be away next month.

**Meeting Adjournment:** Masum called the meeting to a close at 9:06 PM.

Minutes Approved By:

  
\_\_\_\_\_  
Chair, Masum Hossain

Jan 10 / 2024  
Date

  
\_\_\_\_\_  
Vice-Chair, George Kalamaris

JAN. 10, 2024  
Date