
March 6, 2024 / 5:30 PM / 496 Queen Street East / Google Meet

Board Members: Nicholas Rosset, Chair; Kristi Cistaro, Treasurer; Marnie Stone, Director; Angela Romano, Director; Jake Rendell, Director; Stephanie Harman, Director.

Staff: Nicholas Luck, Executive Director; Ashton Carter, Coordinator.

Attendees: David Helwig, SooToday.

Regrets: Paul Scornaienchi, Vice-Chair; Angela Caputo, City Council Representative; Michael McAdams, Director.

1. Call meeting to order:

5:30 PM

2. Land Acknowledgment read by Chair, Nicholas Rosset

3. Approval of the March 2024 Agenda

Moved by Angela Romano. Seconded by Marnie Stone.

All in favour. None opposed.

3. Declaration of Conflict of Interest:

- n/a

4. Approval of the February 2024 Minutes

Moved by Stephanie Harman. Seconded by Kristi Cistaro.

All in favour. None opposed.

5. Executive Report

- Nicholas Luck presented the Executive Report as written.

- Nicholas Rosset noted the AGM is the ideal time for subcommittees to present their boards to

the membership. Any who are interested in presenting at the AGM should reach out to arrange.

- Kristi Cistaro noted it is also a good opportunity to find new subcommittee members. Subcommittee chairs should consult previous minutes to determine who volunteered in previous meetings and who might be willing to return to the subcommittee.
- Kristi Cistaro requested a dedicated webpage be created on the DTA website containing the remaining DMS resources so that it is easily accessible to the membership.
- Marnie Stone asked how members are invited to the AGM.
- Nicholas Luck clarified invitations are tendered through online and in-person inquiries.

6. Budget

- Kristi Cistaro presented the draft budget updates as written.
- Nicholas Rosset clarified the assessments & write-offs number comes from assessments that were planned for but were not received for various reasons.
 - Angela Romano noted a typo in the draft budget for the “commission” line item.
 - Nicholas Rosset clarified the elimination of the Safety & Security line item is due to the increased police presence that is slated for the downtown in the future.
 - Nicholas Rosset clarified the assessment number is taken from the previous year.
 - Stephanie Harman asked if the assessment would increase due to new businesses paying new levies.
 - Nicholas Rosset clarified the assessment is based on a hypothetical “full assessment” in the prior year.

6.a) Approval of 2024 Budget Amendment Previously Adopted

Moved by Nicholas Rosset. Seconded by Kristi Cistaro.

All in favour. None opposed.

7. Subcommittee Updates

Finance

- Kristi Cistaro stated no update from the last meeting.

Communications

- Angela Romano stated no new update since last meeting.
- Angela Romano requested staff make sure new members are aware of our communications strategies moving forward.

Safety & Security

- Nicholas Rosset noted some potential grants that could assist Safety & Security prerogatives. More to follow.

Events

- n/a

Parking

- Marnie Stone stated no updates or changes.

Governance

- Kristi Cistaro noted a set meeting for April 4 on the topic of changes to the Ontario Not-for-Profit Act which may impact some policies and procedures in the BIA.
- Nicholas Luck noted an ongoing OBIAA petition to update the Municipal Act that may also alter some policies and procedures in the future. Updates to come.

Plaza

- n/a

Beautification

- Stephanie Harman stated no new updates.
- Kristi Cistaro suggested using the AGM to call for new participants to staff the beautification subcommittee.

8. New Business

- Jake Rendell noted previous discussions to acquire NOHFC funding for a marketing & communications intern for content creation and to assist staff.

9. Adjournment

Moved by Nichlolas Rosset. Seconded by Kristi Cistaro.

All in favour. None opposed.