


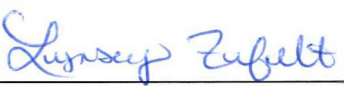


**Downtown Business Improvement Area (BIA) Board  
ADOPTED MINUTES**

**Held in Person (& Online via WebEx) at Town Hall 30 King Street East  
Wednesday February 1<sup>st</sup>, 2023 at 6:30 PM**

COMMITTEE MEMBERS PRESENT		STAFF PRESENT
<b>Members:</b>	Lisa Robichaud, Acting Chair	Lynsey Zufelt, Recording Secretary
	Ray Stedman	Amanda Trafford, Business Coordinator
	Carolyn Harding	Melanie Kirkby, Treasurer
	Randall Smith	
	Kathrine Christensen	
	Councillor David Osmond	
	Steve Behal (Online)	

1.	<p><b>Call Meeting to Order</b> Acting Chair, Lisa Robichaud called the meeting to order at 6:38 PM.</p>
2.	<p><b>Introduction of Guests</b> At this time, those in attendance (in person and online) were invited to introduce themselves.</p>
3.	<p><b>Election of BIA Members</b> Staff provided an overview of the election process. A minimum of five (5) and a maximum of (11) members are permitted to sit on the Board. Given that there were five (5) Nominees present of the seven (7) nominations filed before the closing date of January 31<sup>st</sup>, the Members present were therefore <i>Acclaimed</i> and a formal election was not required.</p>
<p><b>BIA Motion #2023-001 – Recommendation to Council to Appoint Members to BIA Board</b></p>	
	<p><b>Moved By:</b> Councillor David Osmond    <b>Seconded By:</b> Kathrine Christensen</p> <p>BE IT RESOLVED THAT THE DOWNTOWN GANANOQUE BIA BOARD RECOMMENDS THAT THE COUNCIL OF THE TOWN OF GANANOQUE APPOINTS THE FOLLOWING MEMBERS TO THE BIA BOARD FOR THE 2022-2026 TERM:</p>

	<ol style="list-style-type: none"> <li>1. RANDALL SMITH</li> <li>2. CAROLYN HARDING</li> <li>3. LISA ROBICHAUD</li> <li>4. RAY STEDMAN</li> <li>5. KATHRINE CHRISTENSEN</li> </ol> <p style="text-align: right;">- CARRIED</p>
4.	<b>2023 Draft Budget Review</b>
	Ray Stedman, 2022 BIA Treasurer, provided members with the 2022 Budget Review, as well as the 2023 Draft Budget.
<b>BIA Motion #2023-002 – 2023 Budget Approval</b>	
	<p><b>Moved By:</b> Lisa Robichaud    <b>Seconded By:</b> Carolyn Harding</p> <p>BE IT RESOLVED THAT THE DOWNTOWN GANANOQUE BIA BOARD ACCEPT THE 2023 DRAFT BIA BUDGET, AS PRESENTED.</p> <p>AND FURTHER, THAT THE BUDGET BE FORWARDED TO THE COUNCIL OF GANANOQUE FOR APPROVAL.</p> <p style="text-align: right;">- CARRIED (6 Ayes, 1 Nay)</p>
5.	<b>Adjournment</b>
	<p><b>Moved by:</b> Ray Stedman</p> <p>Be it resolved that the Downtown BIA Board hereby adjourns the Annual General Meeting on February 1<sup>st</sup>, 2023 meeting at 7:31 PM.</p> <p style="text-align: right;">- CARRIED</p>
<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;">  <p>_____ Lisa Robichaud, Chair</p> </div> <div style="width: 45%;">  <p>_____ Lynsey Zufelt, Recording Secretary</p> </div> </div>	