



Bolton Business Improvement Area Meeting Minutes
 Monday, March 13, 2023
 4:30 p.m.
 Room C – Albion Bolton Community Centre

Members Present:

D. De Abreu (absent)
 K. Medeiros
 J. Pountney
 C. Rocca
 L. Romeo
 O. Rudintsky
 M. Tenaglia
 L. Verdile
 Councillor C. Napoli
 Councillor T. Rosa

Administrators Present:

L. Loucaides

Town of Caledon Staff Present:

Deputy Clerk, Council and Committee Services: J. Lavecchia Smith
 Director, Finance / Chief Financial Officer: M. Palasandiran
 Manager, Community and Cultural Development: J. Schildroth (remote)
 Deputy Clerk, Records and Information Services: P. Trafford

CALL TO ORDER

Deputy Clerk, Council and Committee Services, J. Lavecchia-Smith, called the meeting to order at 4:37 p.m.

INDIGENOUS LAND ACKNOWLEDGEMENT

Ms. Lavecchia-Smith, delivered the Indigenous Land Acknowledgement.

DISCLOSURE OF PECUNIARY INTEREST

None.

SELECTION OF CHAIR

Moved by: Councillor T. Rosa – Seconded by: K. Medeiros

That Jimmy Pountney be selected as Chair and Christian Rocca be selected as Vice-Chair to the BIA Board of management for the 2022-2026 term.

A recorded vote was taken as follows:

Recorded Vote	YES	NO	CONFLICT	ABSENT
D. De Abreu				X
K. Medeiros	X			
Councillor C. Napoli	X			
J. Pountney	X			
C. Rocca	X			
L. Romeo	X			
Councillor T. Rosa	X			
O. Rudintsky	X			
M. Tenaglia	X			
L. Verdile	X			
Total	9	0	0	1

Carried.

SELECTION OF TREASURER

Moved by: L. Romeo – Seconded by: O. Rudintsky

That Maureen Tenaglia be selected as Treasurer to the BIA Board of Management for the 2022-2026 term.

A recorded vote was taken as follows:

Recorded Vote	YES	NO	CONFLICT	ABSENT
D. De Abreu				X
K. Medeiros	X			
Councillor C. Napoli	X			
J. Pountney	X			
C. Rocca	X			
L. Romeo	X			
Counillor T. Rosa	X			
O. Rudintsky	X			
M. Tenaglia	X			
L. Verdile	X			
Total	9	0	0	1

Carried.

SELECTION OF SECRETARY

Moved by: M. Tenaglia – Seconded by: O. Rudintsky

That Laura Romeo be selected as Secretary to the BIA Board of Management for the 2022-2026 term.

A recorded vote was taken as follows:

Recorded Vote	YES	NO	CONFLICT	ABSENT
D. De Abreu				X
K. Medeiros	X			
Councillor C. Napoli	X			
J. Pountney	X			
C. Rocca	X			
L. Romeo	X			
Councillor T. Rosa	X			
O. Rudintsky	X			
M. Tenaglia	X			
L. Verdile	X			
Total	9	0	0	1

Carried.

J. Pountney assumed the role of Chair for the remainder of the meeting.

CONFIRMATION OF MINUTES

Moved by: Councillor T. Rosa – Seconded by: L. Verdile

That the December 12, 2022 Bolton Business Improvement Area Annual General Meeting Minutes and the February 12, 2023 Bolton Business Improvement Area Meeting Minutes, be confirmed.

A recorded vote was taken as follows:

Recorded Vote	YES	NO	CONFLICT	ABSENT
D. De Abreu				X
K. Medeiros	X			
Councillor C. Napoli	X			
J. Pountney	X			
C. Rocca	X			
L. Romeo	X			
Councillor T. Rosa	X			
O. Rudintsky	X			
M. Tenaglia	X			
L. Verdile	X			
Total	9	0	0	1

Carried.

ORIENTATION WORKSHOP

J. Lavecchia-Smith, Deputy Clerk, Council and Committee Services, M. Palasandiran, Director, Finance / Chief Financial Officer and Jason Schildroth, Manager, Community and Cultural Development provided a presentation regarding the procedural and financial operations of the BIA Board of Management as well as community engagement. Members of the Board asked questions throughout the presentation and received responses. Key areas addressed during the presentation included:

- The purpose, roles and responsibilities of a BIA Board;
- A review of the Town’s Code of Conduct, the Municipal Conflict of Interest Act and how to declare a conflict;
- Principles of meeting and agenda management;
- A review of the annual BIA budget including an explanation of the property tax levy on which it is based and the year-end financial audit; and
- Events and other opportunities for collaboration between the BIA Board and the Town as well as the roles of staff liaisons.

REGULAR BUSINESS

1. Proposed 2023 Budget

Chair J. Pountney provided information on the BIA Board of Management budget for the previous year and highlighted key required items for 2023 as well as the need for a strategic plan to guide the budget. Members expressed the desire for an additional meeting to accommodate strategic planning.

Moved by: Councillor T. Rosa – Seconded by: K. Medeiros

That a BIA meeting be scheduled for Monday, March 20 at 5 p.m. for the purposes of hosting a workshop to discuss development of a strategic plan.

Carried.

2. Upcoming Community Events

Councillor T. Rosa provided an explanation regarding the upcoming Cinco de Mayo Street Festival. Members discussed the possibility of moving the event to a new location and Councillor T. Rosa explained the complication with closing a Regional Road. Further discussion on the use of a municipal parking lot followed.

Councillor T. Rosa highlighted key aspects of the Midnight Madness event in Bolton and noted the importance of having an annual schedule of coordinated events for the community.

3. Flowers for Downtown Bolton

Councillor T. Rosa advised that in previous years the Board would order flowers for downtown Bolton in March. Chair J. Pountney noted that, in coordination with the Town, discussions are being had with local florists flowers for timing when to acquire the flowers.

Councillor T. Rosa noted that volunteers will be encouraged to assist with planting of flowers in May or June.

ADJOURNMENT

On a verbal motion moved by L. Verdile, the Bolton Business Improvement Area Meeting adjourned at 6:23 p.m.