

Minutes of the 2024 Annual General Meeting 2.0 Waterfront District Business Improvement Area (BIA)

Date: June 17, 2025

Location: NV Nightclub, Thunder Bay

1. Call to Order and Welcome

The meeting was called to order at 7:00 PM by Chair **John Murray**. He welcomed attendees and confirmed that the meeting was held in accordance with BIA Operating Procedures, municipal bylaws, and legislative requirements.

Rules of Conduct

The Chair reviewed meeting conduct requirements:

- Respectful behaviour is expected; disruptions will not be tolerated.
- Only one speaker at a time; comments must relate to agenda items.
- Speakers are limited to two minutes.
- Individuals disrupting the meeting will receive one warning.
- Only eligible members may vote.

Land Acknowledgement

The BIA acknowledged that the meeting took place on the traditional lands of the **Anishinabek Nation** and **Fort William First Nation**, signatories to the **Robinson-Superior Treaty of 1850**.

Disclosures of Interest

The Chair requested any disclosures of interest. None were declared.

2. Approval of the Agenda

Motion (AGM 2.0 – Motion 2024-01)

Motion: To approve the agenda as presented.

- **Moved by:** R. Despins
- **Seconded by:** T. Trist
- **Carried**

3. Approval of the 2023 AGM Minutes

The 2023 AGM minutes were circulated one week prior to the meeting.

Motion (AGM 2.0 – Motion 2024-02)

Motion: To approve the 2023 AGM Minutes as presented.

- **Moved by:** T. Trist
- **Seconded by:** P. Walkden
- **Carried**

4. Presentation of 2023 Audited Financials

The audited 2023 financials were presented for consultation.

Motion (AGM 2.0 – Motion 2024-03)

Motion: To receive the 2023 Audited Financials as presented for consultation purposes.

- **Moved by:** W. Flaza
- **Seconded by:** R. Despina
- **Carried**

Discussion Notes:

- Clarification requested regarding Gift Certificate liabilities and redemption capacity.
- Clarification offered on the difference between **BIA Bucks** and **Gift Certificates**.
- Members asked if records of issued/used certificates were maintained — confirmed.
- Questions were raised regarding staffing overages and audit delays.

5. Board Elections – Interim Directors

Four eligible applicants were presented:

- **Connor Remus** – Pocket Change
- **Frank Marino** – NV Nightclub
- **Michelle Scott** – 3Ride
- **Marcella Vallelunga** – Laviche Cafe

Votes were tabulated by **Lucas Bauer (MNP)** and **Thera Chicoine (Thunder Bay Chamber of Commerce)**.

Elected Members: Connor Remus and Frank Marino.

6. Operating Procedures – Revisions and Approval

A review of major revisions (formerly the Constitution):

- Renamed to **Operating Procedures**
- Updated boundaries under By-Law #135-2018
- Adjusted Board composition to one Council representative
- New vacancy-filling procedure
- Expanded subcommittee eligibility to include subject-matter experts
- Increased transparency for meeting notices and agendas
- Strengthened conflict-of-interest and confidentiality rules
- Added clarity to annual budgeting procedures

Motion (AGM 2.0 – Motion 2024-04)

Motion: To accept the revised Operating Procedures as presented for consultation.

- **Moved by:** T. Trist
- **Seconded by:** W. Flaza
- **Carried**

7. Committee Participation Invitation

Members were encouraged to join committees:

- Finance
- Infrastructure & Beautification
- Marketing
- Events & Promotion
- Membership Services
- Safety & Security

8. Closing Remarks & Adjournment

The Chair thanked attendees, NV Nightclub for the venue, and Laviche Cafe for catering.

Motion (AGM 2.0 – Motion 2024-05)

Motion: To adjourn the meeting.

- **Moved by:** W. Flaza
- **Seconded by:** R. Despins
- **Carried**

The meeting adjourned at **8:02 pm**.

Prepared by: Kara Pratt, HBComm

Position: Executive Director, Waterfront District BIA

Date: June 19, 2025