

**Minutes of the 2023 Annual General Meeting  
Waterfront District Business Improvement Area (BIA)**

**Date:** December 5, 2023

**Location:** Goods & Co., Thunder Bay

**1. Call to Order and Welcome**

The meeting was called to order at [insert time] by [insert Chair/Moderator]. Attendees were welcomed to the Waterfront District BIA AGM, with appreciation expressed for their attendance close to the holiday season.

**Land Acknowledgement**

A land acknowledgment was made to recognize the traditional territory on which the meeting was held.

**Disclosures of Interest**

The Chair asked if there were any disclosures of interest. Hearing none, the meeting proceeded.

**2. Approval of the Agenda**

The proposed agenda was presented.

**Motion to approve the Agenda (AGM - Motion 2023-01)**

**Moved by:** R. Despins

**Seconded by:** T. Trist

**Carried**

**3. Approval of the 2022 AGM Minutes**

The minutes of the 2022 AGM were circulated prior to the meeting. Members were asked to approve the minutes as presented.

**Motion to approve the 2022 AGM Minutes (AGM - Motion 2023-02)**

**Moved by:** J. Murray

**Seconded by:** T. Trist

**Carried**

**4. Presentation of 2022 Audited Financials**

Ania Berezowski, Senior Manager from BDO, presented the clean audited financials for 2022.

**Motion to Approve 2022 Audited Financials (AGM - Motion 2023-03)**

**Moved by:** T. Trist

**Seconded by:** J. Murray

**Carried**

## **5. 2023 Year in Review**

The Chair reflected on the challenges and successes of 2023, emphasizing the collaborative efforts of businesses, residents, and the City amidst extensive construction.

### **Highlights:**

- **Tonka Tuesdays:** Organized by summer students and paired with Science North demonstrations.
- **Good Harvest Festival:** Co-hosted, with hundreds of attendees supporting local farmers and businesses.
- **Craft Revivals:** Significant attendance boosted area vibrancy.
- **Cruise Ships and Tourism:** Guided visitors to local attractions and businesses.
- **Holiday Season Festivities:** Sponsored by Nadin Construction, featuring horse-drawn carriages and the Grinch.

The Chair acknowledged the completion of construction on Court Street and improvements in streetscape aesthetics, including upcoming black intersection light posts.

## **6. Board Vacancy Announcement**

The departure of Board Member Kory Morabito was announced, with appreciation for her contributions. Members interested in filling the vacancy were encouraged to contact the Executive Director.

## **7. 2024 Budget Presentation and Approval**

Treasurer Phil Walkden presented the proposed 2024 Budget, emphasizing the need for a modest tax levy increase to address rising costs in insurance, staff, beautification, safety, and construction mitigation.

### **Motion to Approve the 2024 Budget (AGM - Motion 2023-04)**

**Moved by:** P. Walkden

**Seconded by:** R. Despins

**Carried**

## 8. Construction Update

Executive Director Kara Pratt provided updates on ongoing and upcoming construction projects, including:

- Directional changes on Cooke Street, effective May 1.
- Improved fencing stability for the coming year.
- Installation of black intersection light posts.

Members were encouraged to share concerns or suggestions to facilitate real-time problem resolution with the City and contractors.

## 9. Board Attendance

### In Attendance:

- Peter White - Chair
- Phil Walkden - Treasurer
- Jordan Calonego
- Maelyn Hurley
- Robyn Despins
- John Murray
- Thomas Trist
- Andrew Foulds

### Regrets:

- Jim Comuzzi - Sick
- Kory Morabito
- Ken Ogima

## 10. Adjournment

### Motion to Adjourn (AGM - Motion 2023-05)

**Moved by:** J. Calonego

**Carried**

The meeting adjourned at 7:49pm

**Prepared by:** Kara Pratt, HBComm

**Position:** Executive Director, Waterfront District BIA

**Date:** January 7, 2025 (revision date)