

**DOWNTOWN ORILLIA MANAGEMENT BOARD
SPECIAL MEETING
MINUTES**

Monday May 7, 2018

11:00 AM

in the DMB Board Room

33 Mississauga St. W.

(Accessible entrance is located at the back entrance off Andrew Street)

Present: Michael Knight, Allan Francoz, Susan Willsey, Ron Spencer, Mary VanSinclair, Al Wallace

Regrets: Rick Sinotte, Dianne Cipolla, Councillor Pat Hehn

Also Present: Courtney Thompson, Lisa Thomson-Roop (staff)

1. **Open Session**
2. **Chair – Michael Knight**
3. **Call to Order – 11:00am**
4. **Approval of Agenda – Carried.**
5. **Disclosure of Interest**
6. **Deputations**
7. **Minutes**
8. **Closed Session**
 - a. Motion to move into Closed Session

Motion 1

Moved: Allan Francoz

Seconded: Mary VanSinclair

“THAT, pursuant to Section 239(4) of the Municipal Act, 2001, S.O. 2001, c.25, that the Downtown Orillia Management Board move into a closed session meeting in the Downtown Orillia Management Board Room to deal with matters pursuant to Section 239(2) (b) of the said Act Personal Matters.”

Carried.

Courtney Thompson left the Closed Session at 11:17am

- b. Closed Session Items
 1. Resignation of Board Member

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c. Motion to rise and report to Open Session

Motion 2

Moved: Allan Francoz

Seconded: Susan Willsey

“THAT the Downtown Orillia Management Board rise and report to Open Session.”

Carried.

9. Open Session

Courtney Thompson returned.

10. Motions arising from Closed Session Discussions

Motion 3

Moved: Allan Francoz

Seconded: Susan Willsey

“THAT the Downtown Orillia Management Board receive the resignation of Rick Sinotte and forwarded to Orillia City Council for information;

AND THAT the confidential direction to staff and the Chair be adopted;

AND THAT in accordance with Board Policy 4.15.2 Board Vacancies – Filling a Vacancy in the Last Year of the Term, staff provide notice to the BIA membership of the vacancy.”

Carried.

Motion 4

Moved: Allan Francoz

Seconded: Ron Spencer

THAT the Downtown Orillia Management Board fully supports staff Courtney Thompson and Lisa Thomson-Roop;

AND THAT the board is pleased with the level of competence of their work for BIA;

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AND THAT the board believes both have performed beyond their job descriptions.”

Carried.

Motion 5

Moved: Mary VanSinclair

Seconded: Ron Spencer

THAT the DMB appoint Ron Spencer, Michael Knight and Mary VanSinclair to review and make recommendation of changes to the Human Resources policy and procedures to ensure both staff and board is protected.”

Carried.

11. Correspondence – Information Items

12. Correspondence – Action Items

13. Reports

14. Deputation Motions

15. Date of Next Meeting – May 15, 2018

16. Adjournment – 12:05pm