

Downtown Barrie Business Association (BIA)  
**June Special Board Meeting - Minutes**

Thursday, June 3, 2021  
4 pm Via Zoom



**In attendance:**

Councillor Sergio Morales, Chair  
Ms. Janet Kemp, Vice-Chair  
Ms. Sarah Jensen, Secretary-Treasurer  
Mr. Jason Ing  
Ms. Daniela Fuda  
Mr. Colin Hassey  
Mr. Chad Ballantyne  
Councillor Jim Harris

**Regrets:**

Ms. Teresa Woolard

**Absent:**

Ms. Cait Patrick

**Staff in attendance:**

Ms. Kelly McKenna, Executive Director  
Ms. Stacey Zubczyk, Project Manager

**Guests in attendance:**

Marian Wild, PA CFP CGA  
Chartered Professional Accountant  
Melissa Mifsud, CPA, CA  
Supervisor of Financial Reporting and Policy, Finance Department, City of Barrie

**Public attendance:**

10 Guests

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**CALL TO ORDER**

- Chair Morales called the Downtown Barrie Business Association (BIA) Board of Directors Special Meeting on Thursday, June 3rd, 2021 to order at 4:07 pm.

**AGENDA**

Motion to approve agenda:

Moved by: Mr. Chad Ballantyne  
Seconded by: Secretary-Treasurer Sarah Jensen  
**Vote:** All in favour **UNANIMOUSLY CARRIED**

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**DOWNTOWN BARRIE (BIA) BOARD OF DIRECTORS MEETING**

**FINANCE COMMITTEE --**

- **2020 Financial Audit Statement -**
  - Please reference 'Deloitte LLP - May 25th, 2021 - 'The Financial Statements of The Corporation of the City of Barrie - Downtown Barrie Business Improvement Area - December 31, 2020' for details.
    - Background:
      - The Board was provided with a summary from Ms. Melissa Mifsud on the 2020 audit process and how it differed from previous years with the BIA's transition away from the City of Barrie.

- Questions & Answer Session:
  - The Board inquired about how the process will differ moving forward and how it will affect the BIA staff workload and the overall BIA budget.
    - Ms. Mifsud noted that speaking to the accounting side, the costs should go down because a lot of the cost in 2020 was associated with transferring systems over.
  - Mr. Hassey and Mr. Ing sought clarification about funds collected in past years for Meridian Place financial contributions, how those funds were used and/or reserved for future use along with the motions passed by previous BIA Boards.
    - ACTION: Downtown Barrie (BIA) staff will investigate this and report back.
  - Motion:
    - **2021\_06\_03 BIA Motion #1:**  
 The Downtown Barrie (BIA) Board of Directors moves a motion to approve the 2020 Downtown Barrie Business Association (BIA) Financial Statements as presented.
      - Moved by: Secretary-Treasurer Sarah Jensen
      - Seconded by: Mr. Chad Ballantyne
      - Vote:** Favour: Councillor Sergio Morales, Chair  
 Ms. Janet Kemp, Vice-Chair  
 Ms. Sarah Jensen, Secretary-Treasurer  
 Mr. Chad Ballantyne  
 Councillor Jim Harris  
 In Favour: **5**  
 Not in Favour: Mr. Jason Ing  
 Ms. Daniela Fuda  
 Mr. Colin Hassey  
 Not in Favour: : **3**      **CARRIED**

- **Meridian Bank Account - Signing Authorities for the Executive Team**

- Motion:
  - **2021\_06\_03 BIA Motion #2:**  
 The Downtown Barrie (BIA) Board of Directors moves a motion to add Chair Morales, Vice-Chair Kemp and Secretary-Treasurer Jensen to the signing authority list for the BIA's Meridian Credit Union Bank Account.
    - Motion moved by: Ms. Daniela Fuda
    - Seconded by: Mr. Colin Hassey
    - Vote:** All in Favour      **UNANIMOUSLY CARRIED**

**EXECUTIVE DIRECTOR UPDATE --**

- **Presentation to Council:**
  - The Executive Director noted that she will be making a presentation to Council on June 14th.
    - Council has been very specific on what information they are looking for the BIA to deliver.
    - The Board has been provided with a draft of the presentation for review.
      - Feedback to be provided to the ED before Sunday, June 6th at 6 PM

**ADJOURNMENT**

Motion to adjourn at 5:21 pm:

Motion moved by: Ms. Daniela Fuda  
 Seconded by: Councillor Jim Harris  
**Vote:** All in Favour      **UNANIMOUSLY CARRIED**

**Next Meeting:** Tuesday, June 22nd, 2021      5 PM-7 PM

**Set Date for AGM:** November 1st, 2021      5 PM-7 PM