



DOWNTOWN ORILLIA MANAGEMENT BOARD
Special Meeting re Staffing
Tuesday August 29, 2023 – 5:30 p.m.

Note: This meeting will be held in-person, will not be recorded and the minutes shall be the official record of the meeting. A portion of this meeting will be held in Closed Session.

Minutes

Page

Call to Order

The meeting was called to order at 5:31 p.m.

Approval of Agenda

Moved by Cooper, seconded by MacDonell:

THAT the agenda for the special meeting of the Downtown Orillia Management Board be approved as amended to include the confidential material as distributed.

Carried.

Disclosure of Interest

None declared.

Purpose of Meeting

The Chair advised that the purpose of the meeting was to receive a staff resignation, discuss employee contracts, determine next steps and provide direction for BIA staffing.

Closed Session

Motion to move into Closed Session

Moved by Cooper, seconded by Murray:

THAT, pursuant to Section 239(4) of the *Municipal Act*, 2001, S.O. 2001, c.25, notice is hereby given that the Downtown Orillia Management Board intends to hold a closed session meeting on this date in the Downtown Orillia Boardroom to deal with matters pursuant to Section 239(2) (b) and (d) of the said Act (Personal and Personnel Matters).

Carried.

The Board moved into closed session at 5:36 p.m.

Closed Session Items

1. Chair Michael Fredson – re Staff Resignation. (Personal)
The Board discussed the resignation and options for replacement.
2. Manager – re Staff Contract Review. (Personnel)
The Board discussed staff contract and options for renewals.

Motion to Rise to Open Session

Moved by Murray, seconded by Cooper:
THAT the Board rise to Open Session.
Carried.

[The Boardroom is re-opened to the public.]

Open Session

Open session resumed at 7:34 p.m.

Motions Arising from Closed Session Discussions

1. Resignation

Moved by Cooper, seconded by MacDonell:

THAT the resignation dated August 29, 2023 from Dina Tzirakos as the Downtown Orillia Business Improvement Area Manager, effective September 8, 2023, is hereby accepted;

AND THAT the Downtown Orillia Management Board delay the hiring until a strategic review has been conducted by the BIA Board of Directors;

AND THAT Ms. Tzirakos be commended for her contributions and leadership in her time with Downtown Orillia.

Carried.

2. Staff Contracts

Moved by Murray, seconded by MacDonell:

THAT the confidential staff direction provided with respect to the preparation of staff contracts be adopted.”

Carried.

Date of Next Meeting

Tuesday September 19, 2023, at 5:30 p.m. at the Downtown Orillia Management Board Office Boardroom.

Adjournment

Moved by MacDonell, seconded by Cooper:

Page

THAT the meeting be adjourned.

Carried.

Meeting Adjourned – 7:42 p.m.

M. Fredson,
Chair.

DRAFT