

# Memorandum to Council

Office of the Town Clerk



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**To:** Mayor and Members of Council

**CC:** C. Harris, Director, Legislative Services/Town Clerk  
S. Klein, Director, Strategic Initiatives  
C. Chrus, Manager, Creative Communities

**From:** K. Narraway, Sr. Manager, Legislative Services/Deputy Clerk

**Date:** May 6, 2024

**File #:** n/a

**Subject:** Appointments to the Downtown Whitby Business Improvement Area Board of Management

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**Acknowledged by M. Gaskell,  
Chief Administrative Officer**

At the April 29, 2024 Downtown Whitby Business Improvement Area (BIA) Board of Management meeting, the Board recommended that the following individuals be appointed to the BIA Board for the remainder of the 2022-2026 Term of Council:

- Erik Igel: Owner - 400 Dundas Street West (Peter Igel Group)
- Anne Marie Henry-Lyons: Owner - 126 Byron Street North (Desjardins Insurance Agency)
- Kenesha Lewis: Tenant - 116 Athol Street (One More Cocoa)

The BIA's Terms of Reference require directors to be members of the BIA, and following the initial board nominations at an AGM, permit the Board to make recommendations to Council to fill vacancies:

3.5 After the initial election at the start of a new term of Council, the Board may recruit for additional members by advertising vacancies. In this instance, the Board may recommend appointment of additional directors by notifying the Town Clerk of the recommended directors and the Town Clerk shall present the recommended appointment(s) from the Board at the next available meeting of Council.

Erik Igel, Anne Marie Henry-Lyons, and Kenesha Lewis are all eligible for appointment to the Board.

At present, the BIA Board is currently comprised of five members and the addition of the three news members would bring the total number of Board members to eight.

It is recommended that Council adopt the following resolution to confirm the appointment of the new directors:

That Council appoint Erik Igel, Anne Marie Henry-Lyons, and Kenesha Lewis to the Downtown Whitby Business Improvement Area Board of Management for the term ending November 14, 2026.