
2024 TABIA Annual General Meeting Minutes

Date: Tuesday, May 7, 2024

Time: 6:30 P.M.

Location: Zoom Conference Call – Recorded

Meeting ID: 827 5799 1392

Passcode: TABIA2024

TIMESTAMP:

First half: 0:00 - 44:17

Second half: 1:17:35 – 1:58:00

Attending: Maureen Sirois (President), Joe Murillo (Vice President), Chris Rickett (Vice President), David Lombardo (Treasurer), Chris Fraser (Secretary), Matthew Cole (Director), Christena Chruszez (Director), Oliver Hierlihy (Director), Mary Fragedakis (Director), Matthew Cole (Director), Paul Jone (Director), Anthony Kyriakopoulos (Director)

Regrets: Jennifer Orenstein (Director), Gulshan Alibhai (Director)

Absent: Aleks Ross (Director), Connie Mastrangelo (Director), Nick Alampi (Director)

Staff: John Kiru (Executive Director), Monina Cepeda (Executive Assistant)

Guests: Rafiq Dosani (Auditor), Darryl Julott (Digital Main Street Managing Lead)

1. Welcome, Land Acknowledgement and African Ancestral Acknowledgement by John Kiru
2. Opening Remarks by Maureen Sirois, TABIA President

TABIA President reflected on the legacy of Alex Ling, the key founder of TABIA, who firmly believed in the power of Business Improvement Areas (BIAs) and recognized the need for a unified voice to advocate on their behalf. As BIAs continue to play an increasingly vital role in shaping Toronto's communities, TABIA remains committed to providing services beyond those offered by the City and advocating for BIAs at all levels of government. TABIA President extended her appreciation to the BIA staff, the TABIA Board of Management, the Executive Team, and TABIA staff for their dedication and leadership. The collective strength and ongoing efforts of BIAs and TABIA were celebrated as essential to the continued success of Toronto's business communities.

3. Pecuniary Conflicts of Interest - Maureen asked for any declared conflicts with the agenda, hearing none the meeting was called to order.

4. Approval of 2024 TABIA AGM Agenda

MOTION: Approve meeting agenda.

Motion: Chris Fraser, Liberty Village BIA

Second: Chris Rickett, Corso Italia BIA

5. Approval of 2023 TABIA AGM Minutes

MOTION: Approve previous meeting minutes – 2023 TABIA AGM

Motion: Chris Fraser, Liberty Village BIA

Second: Joe Murillo, Crossroads of the Danforth BIA

6. 2023 TABIA Audited Financial Statements, Rafiq Dosani

Rafiq Dosani (Auditor) presented the 2023 TABIA audited financial statements prepared by the TABIA bookkeeper. Rafiq confirmed the statements were presented fairly and issued a clean audit opinion, indicating no issues were found. Audited statements were approved by the TABIA Executive. Most line items were within the 2023 approved budget resulting in a year-end surplus. There was a slight reduction in salaries and benefits due to one less staff for a period. Special programs include CityWide program, Digital Main Street, Directors and Officers insurance, BIA staff benefits program, and other programs. These programs are in and out with a little surplus for new initiatives. No questions were received regarding the 2023 audited financial statements.

MOTION: Approve 2023 TABIA Audited Financial Statements

Motion: David Lombardo, The Kingsway BIA

Second: Chris Fraser, Liberty Village BIA

7. Appointment of Auditor for 2024

MOTION: Approve appointment of 2024 TABIA Auditor

Motion: David Lombardo, The Kingsway BIA

Second: Chris Rickett, Corso Italia

Rafiq Dosani (auditor) was approved as the 2024 TABIA auditor.

8. TABIA AGM Recess

MOTION: TABIA AGM Recess

Motion: Chris Fraser, Liberty Village BIA

Second: Joe Murillo, Crossroads of the Danforth BIA

2024 Digital Main Street Non-Profit Annual General Meeting Minutes

Date: Tuesday, May 7, 2024

Time: 6:30 P.M.

Location: Zoom Conference Call – Recorded

Meeting ID: 827 5799 1392

Passcode: TABIA2024

TIMESTAMP: 44:17 – 1:07:56

1. Pecuniary Conflicts of Interest - Maureen asked for any declared conflicts with the agenda, hearing none the meeting was called to order.

2. Approval of 2024 AGM Agenda

MOTION: Approve Digital Main Street Non-Profit meeting agenda.

Motion: Chris Rickett, Corso Italia BIA

Second: Chris Fraser, Liberty Village BIA

3. Opening Remarks and Welcome, Maureen Sirois
4. 2023 DMS NP Audited Financial Statements, Rafiq Dosani

MOTION: Approve 2023 DMS NP Audited Financial Statements

Motion: David Lombardo, The Kingsway BIA

Second: Joe Murillo, Crossroads of the Danforth BIA

5. Appointment of Auditor for 2024

MOTION: Approve appointment of 2024 DMS NP Auditor

Motion: David Lombardo, The Kingsway BIA

Second: Chris Fraser, Liberty Village BIA

Rafiq Dosani (auditor) was appointed as the 2024 DMS Non-Profit auditor.

6. Digital Main Street Update, Darryl Julott (DMS Program Lead)

Digital Main Street (DMS) reviewed a year of growth and transition, including the creation of two separate entities (for-profit and non-profit) while maintaining consistent leadership. Although provincial funding in Ontario ended March 31, 2024, DMS is actively advocating for renewed support at all three levels of government. DMS continues operations through programs such as the Canadian Digital Adoption Program (CDAP) and Digital Service Squads in Toronto. National partnerships remain strong, and DMS is expanding into the U.S., U.K., Ireland, and Scotland. Over the past year, DMS supported over 35,000 businesses through grants, service squads, webinars, and youth employment initiatives, while also advancing cybersecurity education and strengthening partnerships with organizations like Mastercard and tourism industry associations.

7. New Business

No new business.

8. Adjournment

MOTION: Adjourn Meeting

Motion: Matthew Cole, Yonge Lawrence Village BIA

2024 Digital Main Street Inc. Annual General Meeting Minutes

Date: Tuesday, May 7, 2024

Time: 6:30 P.M.

Location: Zoom Conference Call – Recorded

Meeting ID: 827 5799 1392

Passcode: TABIA2024

TIMESTAMP: 1:07:58 – 1:17:35

1. Welcome by John Kiru (TABIA)
2. Pecuniary Conflicts of Interest - John Kiru (TABIA) asked for any declared conflicts with the agenda, hearing none the meeting was called to order.
3. Approval of 2024 AGM Agenda

MOTION: Approve DMS Inc. meeting agenda.

Motion: Chris Rickett, Corso Italia BIA

Second: Maureen Sirois, The Eglinton Way BIA

4. Opening Remarks – John Kiru, TABIA Executive Director

To safeguard TABIA's interests and maintain non-profit status, two separate Digital Main Street (DMS) entities were established: a for-profit and a not-for-profit corporation. DMS Inc. (for-profit) holds the intellectual property and trademark rights for DMS and charges licensing and service fees when programs are delivered either by the not-for-profit entity or in external markets such as Alberta, the United Kingdom, and the United States. The primary function of the for-profit entity is to act as the gatekeeper of these rights, with minimal operational activity beyond collecting fees. The funds generated are intended to provide financial stability for the not-for-profit during periods of funding shortfalls and to support TABIA initiatives related to small business technology and innovation.

5. 2023 DMS Inc Audited Financial Statements, Rafiq Dosani

Rafiq Dosani (Auditor) presented the 2023 TABIA audited financial statements prepared by the TABIA bookkeeper. Rafiq confirmed the statements were presented fairly and issued a clean audit opinion, indicating no issues were found. In 2023, \$2 million was transferred into this

entity for licensing fees. Invested funds accumulated \$84,000. As a for-profit entity, tax close to \$10,000 will be paid with a net earning of \$74,000. Largest expenditure was income tax. Surplus of around \$1.6 million. No questions were received regarding the 2023 audited financial statements.

MOTION: Approve 2023 DMS Inc. Audited Financial Statements

Motion: David Lombardo, The Kingsway BIA

Second: Joe Murillo, Crossroads of the Danforth BIA

6. Appointment of Auditor for 2024

MOTION: Approve appointment of 2024 DMS Inc. Auditor

Motion: David Lombardo, The Kingsway BIA

Second: Chris Fraser, Liberty Village BIA

Rafiq Dosani (auditor) was appointed as the 2024 DMS Inc. auditor.

7. New Business

No new business.

8. Adjournment

MOTION: Adjourn Meeting

Motion: Joe Murillo, Crossroads of the Danforth BIA

2024 TABIA Annual General Meeting Minutes Continued

TIMESTAMP:

First half: 0:00 - 44:17

Second half: 1:17:35 – 1:58:00

9. TABIA AGM Continuation

MOTION: TABIA AGM Continuation

Motion: Maureen Sirois, The Eglinton Way BIA

Second: Chris Rickett, Corso Italia BIA

10. Committee Reports

a. Tax Committee, Chris Rickett (TABIA Vice President, Corso Italia BIA)

The Tax Committee remains one of the most active within TABIA. Following the resignation of long-time Vice President Lionel Miskin, Chris Rickett, Vice President of TABIA, assumed the role of Chair. Through TABIA's leadership, in collaboration with the City of Toronto and MPAC, the creation of the Small Business Property Tax Subclass was implemented in 2022. While not comprehensive, the subclass offers a 15% tax reduction to eligible Main Street properties, with about 84% of BIA commercial properties qualifying (around 14,000 businesses). TABIA continues to advocate for expanding the subclass to include more properties (remaining 16%), notably strip malls

and commercial condominiums, resulting in 236 new properties added for 2025. Additionally, TABIA is collaborating with MPAC and the City to further refine eligibility criteria and expanding the definition of qualifying small business. There has been no update on a new provincial property reassessment, meaning commercial property taxes remain based on 2016 valuations, likely until after the next provincial election in 2026.

b. Transit Construction Advocacy, Oliver Hierlihy (Committee Chair, The Waterfront BIA)

The committee's primary focus is transit construction impact mitigation, particularly regarding the Ontario Line and the ongoing Eglinton Crosstown project. In March, TABIA sent a detailed letter to Metrolinx with 21 recommendations for mitigating construction impacts along the Ontario Line, drawing from earlier reports, studies, and consultations with affected BIAs. Metrolinx CEO Phil Verster recently responded positively, indicating many recommendations are already being implemented and offered further engagement through their Vice President of Community Engagement. While not a full endorsement, it signals a willingness to collaborate. TABIA will continue to coordinate advocacy efforts with impacted BIA members and support broader citywide initiatives. Additionally, the City's BIA office, led by Metrolinx liaison Mohammed Ibrahim, is actively working with BIAs along the Ontario Line, providing data support, overseeing construction mitigation grants, and managing master plan funding to assist affected areas.

Meg Marshall (Ossington BIA) questioned what is next for the file. Oliver and John responded the next steps involve consulting with the 10 BIAs directly or indirectly impacted by transit construction to identify 3-4 key, achievable priorities. These points will be drawn from the recent response received from Metrolinx, which is notable given that many organizations and municipalities have not received replies. The focus will be on maintaining pressure on Metrolinx to ensure follow-through on these critical issues that affect BIAs and their member businesses.

MOTION: Approve Committee Reports

Motion: Matthew Cole, Yonge Lawrence Village BIA

Second: Christena Chruszez, Bloor-Yorkville BIA

11. TABIA: Year in Review & Looking Ahead – John Kiru, TABIA Executive Director

- TABIA remains active on many fronts, responding to both ongoing and emerging issues, and focusing on advocacy, support, and new initiatives to help BIAs and their members thrive.
- Biweekly Meetings: Regular online calls continue every second Tuesday post-COVID to discuss emerging issues and share information among BIAs, with the BIA Office and CafeTO as regulars.
- Billy Bishop Airport Activation: A new activation space at Billy Bishop Airport is being developed to promote BIAs, Toronto events and neighborhoods to the 3 million annual visitors. Funded by the City of Toronto's Main Street Innovation Fund.
- Advocacy Work: Advocacy efforts are ongoing to improve the 15% small business property tax class definition and to support BIAs.
- Data Improvements: Transitioning LocateHere to Environics Analytics for better vacancy and marketing data collection to support BIA initiatives.
- BIA Bus Tour: A successful tour organized by TABIA and The Waterfront BIA to familiarize new and existing City Councillors and senior staff with the work of BIAs do.
- Networking and Public Engagement: Events like the annual Awards Night and Breakfast with the Mayor helped showcase BIA contributions to each other and our stakeholders.
- Upcoming Chapter 19 Review: Expected draft in September for the updated governance rules of BIAs, with opportunities for BIA input.
- Construction Mitigation: Continued efforts to work with Metrolinx and the City to minimize disruptions from construction on BIAs and their member businesses.
- Digital Main Street (DMS): Ongoing advocacy for renewed funding for DMS programs, emphasizing that digital support has always been free for businesses.
- Other Advocacy Areas: Monitoring issues like the parking levy, CafeTO rollout, 311 service access for BIAs, and Astral street furniture concerns.

12. 2024 TABIA Proposed Budget

John Kiru (TABIA) presented the 2024 proposed budget, similar to the BIA budget format.

MOTION: Approve 2024 TABIA Proposed Budget

Motion: David Lombardo, The Kingsway BIA

Second: Chris Fraser, Liberty Village BIA

13. Affirming the Actions of the Board

BE IT RESOLVED THAT that all the acts, proceedings, contracts, appointments, elections, and payments enacted, made, done and taken by the directors and officers of the Association since the last Annual Meeting are hereby approved, ratified and confirmed.

MOTION: Affirming Actions of the Board

Motion: Marz Jaffery, Upper Village BIA

Second: Ernie McCullough, Sheppard East Village BIA

14. New Business

No new business.

15. Meeting Adjournment

MOTION: Adjourn Meeting

Motion: Ron Beben, The Eglinton Way BIA

Note, Each BIA has two (2) votes, and two (2) members of that BIA must be present to exercise those votes. Proxy votes are not permitted. (Effectively one person, one vote).