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## 2025 TABIA Annual General Meeting Minutes

**Date:** Tuesday, May 13, 2025

**Time:** 6:30 P.M.

**Location:** Zoom Conference Call – Recorded

Meeting ID: 827 5799 1392

Passcode: TABIA2025

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**Attending:** Maureen Sirois (President), Joe Murillo (Vice President), Chris Rickett (Vice President), David Lombardo (Treasurer), Chris Fraser (Secretary), Matthew Cole (Director), Oliver Hierlihy (Director), Mary Fragedakis (Director), Matthew Cole (Director), Anthony Kyriakopoulos (Director), Gulshan Alibhai (Director), Jennifer Oreinstein (Director),

**Regrets:** Christena Chruszez (Director), Paul Jone (Director)

**Absent:** Connie Mastrangelo (Director), Nick Alampi (Director)

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

**Guests:** Rafiq Dosani (Auditor), Darryl Julott (Digital Main Street), Lucila Machado (Digital Main Street), Lianna Misador (The Kingsway BIA), Stephanie McCracken (Danforth Mosaic BIA), Liane Murillo (Crossroads of the Danforth BIA), Pauline Larsen (Downtown BIA), Ernie McCullough (Sheppard East Village BIA), Henry Byres (Bayview Leaside BIA), Angela Macdonald (Bloor West Village BIA), Rob Willitts, Domenic Imbesi (Yonge North York BIA), John Athanasopoulos (Pape Village BIA), Weslie Guca (Bloor by the Park), Daniele Stoddard (Roncesvalles Village BIA), Simon Wong (Queen Street West BIA), Tasneem Bandukwala (Uptown Yonge BIA), Laura Burnham (Yonge North York BIA), Al Smith (St. Lawrence Market Neighbourhood BIA), Zachary McEwen-Jones, Amanda Roberts (Rosedale BIA), Ravi Upadhyay (Upper Village BIA), Marilyn McCrea, Meg Marshall (Ossington BIA)

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1. Welcome, Land Acknowledgement and African Ancestral Acknowledgement by John Kiru
  2. Pecuniary Conflicts of Interest – John Kiru asked for any declared conflicts with the agenda, hearing none the meeting was called to order.
  3. Opening Remarks by TABIA President, Maureen Sirois

It is our privilege to serve you the BIAs, who play a critical role in making our communities

more vibrant, beautiful, safe and inviting. TABIA works to expand on programs that the City generally does not provide. We represent and advocate on behalf of the BIAs and businesses they serve with all levels of government. With the private sector, we continuously seek new opportunities for BIAs to grow and thrive. And now more than ever, our main street businesses really matter. TABIA is proud to continue to support the efforts of the BIAs who do so much work to build the communities of the City that we love.

We would like to recognize and thank all the BIA directors and staff who work tirelessly to beautify and animate every single corner of our city. Thank you to the current TABIA Board of Directors for their tremendous commitment and contribution to the ongoing success of the BIAs of Toronto. Special thanks to the Executive team, Chris Rickett, Joe Murillo, David Lombardo, Chris Fraser for giving generously of their time and talent to do the work to envision how we can support our BIAs. To John Kiru, for your ongoing work and advocating to seek the best solutions for our members. Through your imagination and scale, BIAs continue to benefit from your efforts. Big shout out to Monina Cepeda, nothing can happen without someone great on staff and keeping us all on track. Thank you to Darryl Julott for his remarkable contributions to the success of Digital Main Street. We welcome Lucila Machado, Senior Manager and DMS veteran, who we will be hearing later from today. We are all a testament that when people work together, amazing things can get accomplished.

4. Approval of 2025 TABIA AGM Agenda

**MOTION: Approve TABIA Annual General Meeting agenda.**

Moved: Mary Fragedakis, Greektown on the Danforth BIA

Seconded: Matthew Cole, Yonge Lawrence Village BIA

*Carried.*

5. Approval of 2024 TABIA AGM Minutes

**MOTION: Approve previous Annual General Meeting minutes – 2024 TABIA, Digital Main Street NP and Digital Main Street Inc. AGMs**

Moved: Chris Fraser, Liberty Village BIA

Seconded: Jennifer Orenstein, Leslieville BIA

*Carried.*

6. 2024 TABIA Audited Financial Statements, Rafiq Dosani

Rafiq Dosani (Auditor) presented the 2024 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. The membership approved TABIA to collect \$290,000 in membership fees and we actually collected closer to \$300,000, \$10,000 more in revenue. The Membership authorized the Board to spend \$324,000 and we spent \$305,000. Overall line items were within the 2024 approved budget except salaries compared to previous years due to a vacancy in the Executive Assistant position in 2023. Overall spending resulted in a year-end surplus of \$6,000.

Schedule 2 – Statements of Special Projects, mainly not funded by the BIA levy and receiving funding through outside sources from grants or contributions from third parties. For example, Digital Main Street, Directors and Officers (D&O) insurance and staff employee benefits. In special projects, total revenue was \$10 million, with about \$372,000 in interest, while expenses were about \$10.54 million, resulting in a small deficit of roughly \$10,000. Despite this, a prior-year surplus of about \$9 million leaves an overall surplus of about \$9.06 million. Of

this surplus, around \$240,000 is allocated for administration and about \$8.8 million is reserved for special projects (not for administrative use), along with a contingency reserve for future needs. As of December 31, 2024 the organization held about \$8.7 million in cash and short-term investments, generating significant interest income. Additional items include an HST refund of about \$68,000, receivables of about \$62,000, \$100 investment into Digital Main Street, and payables of about \$225,000 mainly for year-end expenses. Total assets and liabilities are balanced at roughly \$9.9 million.

**MOTION: Approve 2024 TABIA Audited Financial Statements**

Moved: David Lombardo, The Kingsway BIA

Seconded: Matthew Cole, Yonge Lawrence Village BIA

*Carried.*

7. Appointment of 2025 Auditor

**MOTION: Approve appointment of 2025 TABIA Auditor, Rafiq Dosani**

Moved: Mary Fragedakis, Greektown on the Danforth BIA

Seconded: David Lombardo, The Kingsway BIA

*Carried.*

Rafiq Dosani (auditor) was selected and approved as the 2025 TABIA Auditor.

8. TABIA AGM Recess

TABIA is the sole shareholder of Digital Main Street. Digital Main Street Inc. and Digital Main Street not-for-profit entities Annual General Meetings occur at the same time as the TABIA AGM.

**MOTION: TABIA AGM Recess**

Moved: Jennifer Orenstein, Leslieville BIA

Seconded: Chris Fraser, Liberty Village BIA

*Carried.*

## 2025 Digital Main Street Non-Profit Annual General Meeting Minutes

**Date:** Tuesday, May 7, 2025  
**Time:** 6:30 P.M.  
**Location:** Zoom Conference Call – Recorded

Meeting ID: 827 5799 1392  
Passcode: TABIA2025

1. Pecuniary Conflicts of Interest – John Kiru asked for any declared conflicts with the agenda, hearing none the meeting was called to order.
2. Approval of 2025 AGM Agenda

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

Moved: Joe Murillo, Crossroads of the Danforth BIA  
Seconded: Chris Fraser, Liberty Village BIA  
*Carried.*

3. Opening Remarks and Welcome, Maureen Sirois

Update on Digital Main Street programs. Government funding has concluded and our final report with the Federal Canadian Digital Adoption Program (CDAP) is due in a few days.

4. 2024 DMS NP Audited Financial Statements, Rafiq Dosani

Rafiq Dosani (Auditor) presented the 2024 TABIA audited financial statements prepared by the TABIA bookkeeper. Auditor confirmed the statements were presented fairly and issued a clean audit opinion, indicating no issues were found. Audited statements were approved by the Digital Main Street Executive. Next year, TABIA and Digital Main Street will separate financially and transfer total operations to DMS. This account has limited transactions. Cash in the bank of close to \$10,000 was invested to incorporate the company which is payable to TABIA because TABIA provided the funds. Once funds are received, DMS will reimburse TABIA. There was no revenue and a small operating expense close to \$942,000, the total buildup deficit over three years. Once Digital Main Street receives the funds, the deficit will be cleared.

**MOTION: Approve 2024 Digital Main Street Non-Profit Audited Financial Statements**

Moved: David Lombardo, The Kingsway BIA  
Seconded: Jennifer Orenstein, Leslieville BIA  
*Carried.*

5. Appointment of Auditor for 2025

**MOTION: Approve appointment of 2025 Digital Main Street Non-Profit Auditor**

Moved: David Lombardo, The Kingsway BIA

Seconded: Mary Fragedakis, Greektown on the Danforth BIA  
*Carried.*

Rafiq Dosani (auditor) was appointed as the 2025 DMS Non-Profit auditor.

6. Digital Main Street Year in Review, Lucila Machado (DMS Senior Manager)

Lucila Machado presented Digital Main Street (DMS) Year in Review. The DMS Digital Service Squad (DSS) Toronto continues to support local main street businesses in your BIAs. Over 2,000 businesses were supported by DSS working with them one-on-one for digital transformation. Over 1,000 businesses were supported with CDAP grants throughout the duration of the program, representing over \$2,400,000 given in support. We have been collaborating with the City of Toronto Economic Development department, delivering weekly webinars with more than 2,300 attendees throughout the year.

The Canadian Digital Adoption Program (CDAP) was completed on March 31, 2025 with the final federal report due on May 15, 2025. We supported over 6,000 business with e-commerce advisory services and provided over 3,000 micro grants to help them implement and improve their e-commerce. We hired more than 398 e-commerce advisors during the course of the program. In December 2024, the federal government approached TABIA to help finalize the CDAP program in British Columbia. We absorbed 6 members from their team and successfully worked together from January-March 2025 to deliver 775 grants to small businesses in BC.

With DMS Ontario, we are lobbying at the federal and provincial government level to drive funding decisions to support small business supports through the Digital Main Street program. We continue to engage Minister Tangri, Minister Khanji, the Premier and Finance Minister staff. Digital Main Street continues to plan for future programs with a wide network of potential partners in every province across Canada. DMS remains strong partners with Google, Mastercard, Square and Canada Post. We are also seeking new partnerships with Destination Canada, Canada Internet Registry Authority (CIRA) and Tourism Industry Association of Ontario. If any BIAs are interested in having the DMS DSS come to their neighbourhoods, please contact John Kiru or Lucila Machado.

7. New Business

No new business.

8. Adjournment

**MOTION: Adjourn Meeting**

Moved: Matthew Cole, Yonge Lawrence Village BIA  
*Carried.*

## 2025 Digital Main Street Inc. Annual General Meeting Minutes

**Date:** Tuesday, May 7, 2025

**Time:** 6:30 P.M.

**Location:** Zoom Conference Call – Recorded

Meeting ID: 827 5799 1392

Passcode: TABIA2025

1. Pecuniary Conflicts of Interest - John Kiru (TABIA) asked for any declared conflicts with the agenda, hearing none the meeting was called to order.
2. Approval of 2025 AGM Agenda

**MOTION: Approve Digital Main Street Inc. meeting agenda.**

Moved: Joe Murillo, Crossroads of the Danforth BIA

Seconded: Chris Fraser, Liberty Village BIA

*Carried.*

3. 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. 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.

4. 2024 Digital Main Street Inc. Audited Financial Statements, Rafiq Dosani

Rafiq Dosani (Auditor) presented the 2024 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 2022, TABIA transferred the licensing fee for Digital Main Street to this entity. We wanted to keep the licensing fee separate. We transferred \$2,000,000 in 2022 and more will be transferred as TABIA and DMS separate. Treasurer has invested funds earning over \$100,000 in interest.

DMS Inc. pays the highest tax rate of almost 50%. Revenue with interest was \$106,000, \$5,000 expenses, with a profit of \$101,000. We paid \$48,000 in corporation tax. We discussed at the Executive level to consider this corporation to fund some special projects. Our plan is to transfer some funds to minimize revenue and taxes. As of December 31, 2024, cash was \$10,000, investment of \$2.2 million, incorporation cost was \$600, total assets \$2.2 million with a small payable of \$2,000. This entity owes TABIA \$497,000 due to TABIA paying taxes on its behalf for two years. DMS Inc. ended with a net surplus of \$1,641,000. No questions were

received regarding the 2024 audited financial statements.

**MOTION: Approve 2024 Digital Main Street Inc. Audited Financial Statements**

Moved: David Lombardo, The Kingsway BIA

Seconded: Chris Rickett, Corso Italia BIA

*Carried.*

5. Appointment of Auditor for 2025

**MOTION: Approve appointment of 2025 Digital Main Street Inc. Auditor, Rafiq Dosani**

Moved: Mary Fragedakis, Greektown on the Danforth BIA

Seconded: David Lombardo, The Kingsway BIA

*Carried.*

Rafiq Dosani (auditor) was appointed as the 2025 DMS Inc. auditor.

6. New Business

No new business.

7. Adjournment

**MOVED: Adjourn Meeting**

Motion: Chris Rickett, Corso Italia BIA

*Carried.*

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## 2025 TABIA Annual General Meeting Minutes Continued

9. TABIA AGM Continuation

**MOVED: TABIA AGM Continuation**

Motion: Mary Fragedakis, Greektown on the Danforth BIA

Seconded: Chris Fraser, Liberty Village BIA

*Carried.*

10. Committee Reports

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

Ontario property taxes are still based on outdated 2016 assessments despite major changes in property values, especially sharp increases in residential and industrial sectors. Commercial properties, particularly small main street businesses, may be overpaying their share. While a future reassessment could rebalance the tax burden without increasing overall revenue, it remains politically difficult and long overdue. In contrast, progress has been made with the Small Business Property Tax Subclass, a TABIA-driven reform that provides a 15% municipal tax reduction to nearly 30,000 properties, many within BIAs. Though not perfect, it represents a significant step toward fairness, with ongoing efforts to expand and improve the tax class.

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

The committee's primary focus is transit construction impact mitigation, particularly focusing in on the Ontario Line project and learnings from the Eglinton Crosstown project. We recently did a survey of the 13 BIAs along the Ontario Line to find out how construction is impacting their BIAs. The response was interesting, a mix of good and bad but far more good than expected. It suggests Metrolinx is learning from the Eglinton Crosstown project and trying to minimize construction impact on businesses. We will see if that remains as construction intensifies in the coming years. Last week, we met with Metrolinx senior management of Community engagement and stakeholder relations and have secured ongoing meetings to collaborate on how to minimize construction impacts on the affected BIAs.

**MOVED: Approve Committee Reports**

Moved: Joe Murillo, Crossroads of the Danforth BIA

Seconded: Chris Fraser, Liberty Village BIA

*Carried.*

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: Since 2006, TABIA hosts regular online calls every Seconded Tuesday to discuss emerging issues and share a wealth of information among BIAs, with the BIA Office and CafeTO as regulars.
- Billy Bishop Airport Activation: In the 5<sup>th</sup> largest international travel hub in Canada, TABIA has created a new activation space at Billy Bishop Airport. This opportunity has been developed in partnership with Nieuport Aviation and Ports Toronto, to promote BIAs, Toronto events, and small businesses to the 3 million annual visitors. This project was funded by the City of Toronto's Main Street Innovation Fund.
- Advocacy Work: This past year we were able to advocate for an additional 3,500 businesses to be included into the 15% Small Business Tax Subclass in Toronto. We continue to advocate to expand the eligibility definition to include more deserving businesses in Toronto. We also partnered with the City to conduct the 2024 Economic Impact study of CafeTO, showing the continued value of the program for local businesses.
- BIA Cloud + Suppliers List: We developed a new centralized resource hub to support BIA Boards and staff to share learnings and resources, including toolkits and templates. This is an invaluable tool and source of information for any BIA.
- Data Improvements: Transitioning LocateHere to Environics Analytics for better vacancy and marketing data collection to support BIA initiatives and strategic decision-making.
- Networking and Public Engagement: Events like the annual Awards Night and Breakfast with the Mayor helped showcase BIA contributions to our stakeholders and each other. Thank you to Toronto Downtown West BIA for hosting this year's Mayor's Breakfast.
- FIFA World Cup 2026: TABIA will continue to work and advocate with the City to ensure the priorities and needs of BIAs and their member businesses are considered as we prepare for a windfall of international tourists into the City for the six FIFA games in June-July 2026. We will find out which countries will play in Toronto in December 2026.
- CityWide Program: We continue to expand our advertising partners, giving our BIAs access to discounted group pricing from preferred partners, such as To Do Toronto and Pattison.
- Upcoming Chapter 19 Review: The foundation of Chapter 19 was built into the Municipal

Act in 1969, some 55 years ago. We continue to work

- US Tariffs: TABIA holds a seat on the Mayor's Economic Action Team on Tariffs, serving as the voice of BIAs and local small businesses.
- 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 such as the parking levy, efficient CafeTO rollout, 311 service access for BIAs, and Astral street furniture concerns.

## 12. 2025 TABIA Proposed Budget

John Kiru (TABIA) presented the 2025 proposed budget, similar to the BIA budget format. The membership approved TABIA to collect \$305,000 membership fees, \$332,000 expenditures and transfer from reserves \$16,475 for a balanced 2025 annual TABIA budget.

### **MOTION: Approve 2025 TABIA Proposed Budget**

Moved: David Lombardo, The Kingsway BIA

Seconded: Chris Fraser, Liberty Village BIA

*Carried.*

## 13. TABIA Board Election 2025-2027

This year is an election year for the TABIA Board. We have positions available for Board members from BIAs and three positions for staff of BIAs.

### **MOTION: Nominate Board Members (Directors at Large):**

Maureen Sirois (The Eglinton Way BIA), Joe Murillo (Crossroads of the Danforth BIA), Chris Rickett (Corso Italia BIA), Gulshan Alibhai (Gerrard India Bazaar BIA), David Lombardo (The Kingsway BIA), Chris Fraser (Liberty Village BIA), Christena Chruszez (Bloor-Yorkville BIA), Matthew Cole (Yonge Lawrence Village BIA), Jennifer Orenstein (Leslieville BIA), Nick Alampi (York-Eglinton BIA), Anthony Kyriakopoulos (Wilson Village BIA), Connie Mastrangelo (Little Italy BIA)

Moved: Jennifer Orenstein, Leslieville BIA

Seconded: Chris Fraser, Liberty Village BIA

*Carried.*

**MOTION: Appoint Board Members (Directors at Large):** Maureen Sirois (The Eglinton Way BIA), Joe Murillo (Crossroads of the Danforth BIA), Chris Rickett (Corso Italia BIA), Gulshan Alibhai (Gerrard India Bazaar BIA), David Lombardo (The Kingsway BIA), Chris Fraser (Liberty Village BIA), Christena Chruszez (Bloor-Yorkville BIA), Matthew Cole (Yonge Lawrence Village BIA), Jennifer Orenstein (Leslieville BIA), Nick Alampi (York-Eglinton BIA), Anthony Kyriakopoulos (Wilson Village BIA), Connie Mastrangelo (Little Italy BIA)

Moved: Chris Fraser, Liberty Village BIA

Seconded: Chris Rickett, Corso Italia BIA

*Carried.*

After 8 years of dedicated service on the TABIA Board, Oliver Hierlihy (The Waterfront BIA), elected to step down from the election and give the opportunity for new BIA staff. He will continue to serve as the Chair of the Transit Construction Mitigation committee on the TABIA

Board.

**MOTION: Nominate Board Members (BIA Staff):** Mary Fragedakis (Greektown on the Danforth BIA), Tasneem Bandukwala (Uptown Yonge BIA), Angela Macdonald (Bloor West Village BIA)

Moved: Matthew Cole, Yonge Lawrence Village BIA

Seconded: Jennifer Orenstein, Leslieville BIA

*Carried.*

**MOTION: Appoint Board Members (BIA Staff):** Mary Fragedakis (Greektown on the Danforth BIA), Tasneem Bandukwala (Uptown Yonge BIA), Angela Macdonald (Bloor West Village BIA)

Moved: Chris Rickett, Corso Italia BIA

Seconded: Chris Fraser, Liberty Village BIA

*Carried.*

#### 14. 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**

Moved: Stephanie McCracken, Danforth Mosaic BIA

Seconded: Ernie McCullough, Sheppard East Village BIA

*Carried.*

#### 15. New Business

No new business.

#### 16. Meeting Adjournment

**MOTION: Adjourn Meeting**

Moved: Gulshan Alibhai, Gerrard India Bazaar BIA

*Carried.*

**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).**