



Agenda

Thornbury Business Improvement Area

Meeting Date: Wednesday, May 1, 2024
Meeting Time: 8:00 a.m.
Location: Town Hall, Council Chambers
Prepared by: Taylor Raffy – Interim BIA Coordinator

A. Call to Order

A.1 Traditional Territory Acknowledgement

We would like to begin our meeting by recognizing the First Nations, Metis, and Inuit Peoples of Canada as traditional stewards of the land. The municipality is located within the boundary of Treaty 18 region of 1818 which is the traditional land of the Anishnaabek, Haudenosaunee, and Wendat-Wyandot-Wyandotte peoples.

A.2 Board of Directors Attendance

A.3 Approval of Agenda

Recommended (Move, second)

THAT the Agenda of Wednesday, May 1, 2024 be approved as circulated, including any additions to the Agenda.

A.4 Declaration of Pecuniary Interest and general nature thereof

NOTE: In accordance with the *Municipal Conflict of Interest Act* Business Improvement Area Directors must file a written statement of the interest and its general nature with the Clerk for inclusion on the Registry.

A.5 Previous Minutes (April 3, 2024)

Recommended (Move, second)

THAT the Minutes of Wednesday, April 3, 2024 be approved as circulated, including any revisions to be made.

B. Deputations and Public Comment Period

B.1 Deputations, if any

None

B.2 Public Comment Period (each speaker is allotted three minutes)

NOTE: Fifteen (15) minutes is allotted at the Meeting to receive public comments regarding Thornbury Business Improvement Area matters included on the Agenda. The speaker shall provide their name and address, and shall address their comments to the Chair. Comments shall not refer to personnel, litigation, or potential litigation matters.

NOTE: Comments received from the public that have not been included on the Agenda will be read at the meeting by the Coordinator.

C. Matters for Discussion

C.1 Council Update – Councillor, Shawn McKinlay

C.2 Draft BIA 2024 Budget

C.3 2024 Sub-Committees

1. **Budget & Administration Sub-Committee:** Sarah, Renee

2. **Visuals & Digital Sub-Committee:** Kelly, Shawn, Andrea

3. **Beautification & Lighting Sub-Committee:** Lesley, Sarah, Renee

4. **Events & Cultural Tourism Sub-Committee:** Renee, Kelly, Shawn

D. Correspondence

None

E. New and Unfinished Business

E.1 Additions to the Agenda

E.2 Items Identified for Discussion at the Next Meeting

Annual General Meeting

F. Notice of Meeting Dates

Wednesday, May 15, 2024, Annual General Meeting
Town Hall, Council Chambers (in person)

Wednesday, June 5, 2024, BIA Meeting
Town Hall, Council Chambers (in person)

G. Adjournment

Recommended (Move, second)

THAT this meeting does now adjourn at (time) to meet again on Wednesday, May 15, 2024 at 8:00 a.m. at Council Chambers, Town Hall or at the call of the Chair.

2024 Thornbury Business Improvement Area Budget

GL Program	GL Object	BIA Description	Unaudited		
			2023 Budget	2023 Actual (Up to Dec 2023)	2024 Budget
1000	62000	Banners	\$ 8,000.00	\$7,143.51	\$ 5,000.00
		Lights on Lamposts			
		Maintenance of lights	\$ 2,000.00		\$ 2,000.00
8407	63125	Winter Lighting	\$ 115,000.00	\$92,730.97	\$ 22,000.00
1000	63125	Bucket truck services	\$ 5,000.00		\$ 2,500.00
1000	86110	Flower Watering	\$ 20,000.00		\$ 20,000.00
1000	86100	Town subsidy	-\$ 20,000.00		
		Parks service	\$ 5,000.00		
1000	62017	Beautification	\$ 11,500.00	\$11,730.17	\$ 12,000.00
1000	62024				
8401		Canada Day	\$ 2,500.00	\$3,677.64	\$ 4,000.00
8402		Harvest Festival	\$ 2,500.00	\$435.48	\$ 2,500.00
8403		Spring Event/ Meet + Greet	\$ 2,500.00	\$803.59	\$ 2,500.00
8404		Olde Fashion Christmas	\$ 20,000.00	\$14,685.27	\$ 20,000.00
8405		Pride Community	\$ 2,500.00	\$0.00	\$ 2,500.00
1000	62024	Music in the Parkette	\$ 2,000.00	\$1,432.45	\$ 2,000.00
1000	62125	Advertisements/Partnerships	\$ 1,500.00	\$864.96	\$ 1,500.00
1000	62205	OBIAA Membership	\$ 300.00	\$248.10	\$ 300.00
1000	62225	OBIAA conference	~		
1000	62110	Services - Website/Branding	\$3,000.00	\$3,005.13	\$ 3,000.00
1000	62520	Services - Administrative	\$ 15,000.00	\$13,550.00	\$ 30,000.00
1000	63020	Insurance	\$ 1,400.00	\$1,526.82	\$ 1,600.00
1000	63110	Audit Fees for Annual F/S	\$ 2,000.00	\$2,442.24	\$ 2,500.00
1000	63120	Consulting			
	63225	Sponsorships & Grants	\$ 500.00		

		TOTAL EXPENSES	\$ 201,700.00	\$154,276.33	\$ 135,900.00
		TRANSFERS			
1000	74030	Transfer to Reserves			
1000	86100	Accounting and Admin	\$ 5,000.00	\$0.00	\$ -
		TOTAL TRANSFERS	\$ 5,000.00	\$0.00	\$ 5,000.00
		TOTAL TRANSFERS & EXPENSES	\$206,700	\$154,276.33	\$ 140,900.00
1000	81240	Grant from Town for Insurance	\$ 1,400.00	\$0.00	\$ 1,600.00
1000	53005	Canada Day Grant from Canada	\$ 2,500.00	\$0.00	
		Grant from Town for Economic			
1000	88200	Development	\$ 5,000.00	\$10,000.00	\$ 10,000.00
8407	86100	Town Grant for winter lighting	\$ 57,500.00	\$46,365.49	\$ 11,000.00
1000	57010	Fees & Charges			
1000	54032	Funding from Reserves	\$ 36,000.00		\$ 11,000.00
1000	57017	Sponsors and Partnerships			
1000	57018	BIA Levy	\$106,800.00	\$105,924.61	\$ 107,300.00
		TOTAL REVENUE	\$206,700.00	\$162,290.10	\$ 140,900.00
		Net Position	~	-\$8,013.77	