



Minutes

Thornbury Business Improvement Area

Meeting Date: Wednesday, February 4, 2026
Meeting Time: 8:00 a.m.
Location: Town Hall, Council Chambers
Prepared by: Niki Hilton, General Manager

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

Vice-Chair Renee Desrochers called the meeting to order at 8:19 a.m. In attendance were Councillor Shawn McKinlay, Lesley Fisher, Joe Halos and Marco Santaguida. Chair Smith was absent.

Chair Smith arrived at 8:21 a.m. and resumed his position as Chair.

Lesley Fisher left the meeting at 9:13 a.m.

Council McKinlay left the meeting at 9:59 a.m.

A.3 Approval of Agenda

Moved: Councillor McKinlay

Seconded: Lesley Fisher

THAT the Agenda of Wednesday, February 4, 2026, be approved as circulated, including any items added to the Agenda.

Yay (6): Renee Desrochers, Lesley Fisher, Joe Halos, Marco Santaguida, Councillor Shawn McKinlay, and Chair Smith

Absent (0):

The motion is Carried (6 to 0, 0 absent)

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.

None

A.5 Previous Minutes (Wednesday, December 3, 2025)

Moved: Renee Desrochers

Seconded: Marco Santaguida

THAT the Thornbury BIA board approve the minutes from Wednesday, December 3, 2025.

Yay (6): Renee Desrochers, Lesley Fisher, Joe Halos, Marco Santaguida, Councillor Shawn McKinlay, and Chair Smith

Absent (0):

The motion is Carried (6 to 0, 0 absent)

A.6 Electronic Participation

Moved: Councillor McKinlay

Seconded: Renee Desrochers

THAT the Thornbury Business Improvement Area Board waives the provisions of the Thornbury Business Improvement Area Procedural By-Law 2013-1 Section 7 that prohibits electronic participation for Thornbury Business Improvement Area meetings unless the municipality is in a Declared State of Emergency to allow Marco Santaguida to attend the meeting virtually solely for the February 4, 2026, Board meeting.

Yay (6): Renee Desrochers, Lesley Fisher, Joe Halos, Marco Santaguida, Councillor Shawn McKinlay, and Chair Smith

Absent (0):

The motion is Carried (6 to 0, 0 absent)

B. Deputations and Public Comment Period

B.1 Deputations, if any

None

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

None

C. Matters for Discussion

C.1 Council Update – Councillor, Shawn McKinlay

C.2 MAT Update – Joe Halos and Niki Hilton

C.3 Purchasing Policy Update – Chair Smith and Councillor McKinlay

C.4 AGM Date Selection – Chair Smith and Niki Hilton

C.5 BIA Board Nominations – Chair Smith

C.3 Sub-Committee Updates

1. Budget & Administration Sub-Committee: Doug, Renee, Joe

2. Marketing Sub-Committee: Shawn, Andrea

3. Beautification Sub-Committee: Lesley, Renee

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

D. Correspondence

D.1 None

E. Closed Session

The Board moved into Closed Session at 9:13 a.m.

THAT with regard to subsection 239 of the Municipal Act, 2001, the Thornbury BIA Board I does now move into closed session in order to address matters pertaining to:

- i. labour relations or employee negotiations and personal matters about an identifiable individual, including municipal or local board employees and with regard to the BIA Managers Remuneration.

Thornbury BIA Board moved into closed session at ____ a.m.

Thornbury BIA Board moved into public session at ____ a.m.

E.1 Closed Session Reporting Out Statement

The Thornbury BIA Board met in closed session and provided direction to the BIA Board Chair regarding identifiable individuals and labour relations.

F. New and Unfinished Business

F.1 Additions to the Agenda

F.1.A Resolution for Streetscape

Moved: Joe Halos

Seconded: Renee Desrochers

THAT the Thornbury Business Improvement Area Board puts together a request to Council to review the Bruce Street streetscape sidewalk initiative.

Yay (5): Renee Desrochers, Joe Halos, Marco Santaguida, and Chair Smith

Absent (1): Lesley Fisher

The motion is Carried (5 to 0, 1 absent)

F.2 Items Identified for Discussion at the Next Meeting

None

G. Notice of Meeting Dates

Wednesday, March 4, 2026 - BIA Board Meeting
Town Hall, Council Chambers (in-person)

H. Adjournment

Moved: Renee Desrochers

Seconded: Joe Halos

THAT this meeting does now adjourn at 10:01 a.m. to meet again on Wednesday, March 4, 2026, at 8:00 a.m. at Council Chambers, Town Hall or at the call of the Chair.

Yay (5): Renee Desrochers, Joe Halos, Marco Santaguida, and Chair Smith

Absent (2): Lesley Fisher and Councillor Shawn McKinlay

The motion is Carried (5 to 0, 2 absent)