



# Minutes

## Thornbury Business Improvement Area

**Meeting Date:** Wednesday, November 5, 2025  
**Meeting Time:** 8:00 a.m.  
**Location:** Town Hall, Council Chambers  
**Prepared by:** Niki Hilton, General Manager

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### 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

Chair Smith called the meeting to order at 8:04 a.m. In attendance were Councillor Shawn McKinlay, Lesley Fisher, Joe Halos and Chair Smith. Renee Desrochers and Kelly Gale were absent. Marco Santaguida joined the meeting at 8:40 a.m.

Town staff present were Tim Hendry, Director of Strategic Initiatives, Ryan Gibbons, Director of Community Services, and Terry Green, Manager of Parks and Trails.

#### A.3 Approval of Agenda

Moved: Lesley Fisher

Seconded: Councillor McKinlay

THAT the Agenda of Wednesday, November 5, 2025, be approved as circulated, including any items added to the Agenda.

Yay (4): Lesley Fisher, Joe Halos, Councillor Shawn McKinlay, and Chair Smith

Absent (3): Renee Desrochers, Marco Santaguida and Kelly Gale

**The motion is Carried (4 to 0, 3 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, October 9, 2025)**

Moved: Lesley Fisher

Seconded: Joe Halos

THAT the Thornbury BIA board approve the minutes from Wednesday, October 9, 2025.

Yay (4): Lesley Fisher, Joe Halos, Councillor Shawn McKinlay, and Chair Smith

Absent (3): Renee Desrochers, Marco Santaguida and Kelly Gale

**The motion is Carried (4 to 0, 3 absent)**

#### **A.6 Electronic Participation**

Moved: Councillor McKinlay

Seconded: Lesley Fisher

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 November 5, 2025, Board meeting.

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

Absent (2): Renee Desrochers and Kelly Gale

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

### **B. Deputations and Public Comment Period**

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#### **B.1 Deputations, if any**

None

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

None

### **C. Matters for Discussion**

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#### **C.1 Council Update – Councillor, Shawn McKinlay**

#### **C.2 Board Member Update – Kelly Gale**

#### **C.3 Sub-Committee Updates**

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

**2. Marketing Sub-Committee:** Kelly, Shawn, Andrea

**3. Beautification Sub-Committee:** Lesley, Renee

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

**C.4 “Vision Session” – Goals for 2026**

## **D. Correspondence**

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**D.1 Letter from Southern Georgian Bay Jewish Community – LED Menorah**

## **E. New and Unfinished Business**

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**E.1 Additions to the Agenda**

**E.2 Items Identified for Discussion at the Next Meeting**

- Purchasing Policy
- Date for next budget committee meeting
- Date for next meet & greet
- Update the procedural by-law virtual attendance policy

## **F. Notice of Meeting Dates**

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Wednesday, December 2, 2025 - BIA Board Meeting  
Town Hall, Council Chambers (in-person)

## **G. Adjournment**

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Moved: Lesley Fisher

Seconded: Joe Halos

THAT this meeting does now adjourn at 9:31 a.m. to meet again on Wednesday, December 2, 2025, at 8:00 a.m. at Council Chambers, Town Hall or at the call of the Chair.

Yay (5): Lesley Fisher, Joe Halos, Councillor Shawn McKinlay, Marco Santaguida, and Chair Smith

Absent (2): Renee Desrochers and Kelly Gale

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