

**MARKHAM VILLAGE B.I.A.**  
**2020 ANNUAL GENERAL MEETING MINUTES**  
**MARCH 9, 2021 6:00 PM**  
**DRAFT 2**

Present:

Paul Cicchini (Chair), Brian Rowsell (Secretary), Karen Rea (Councillor Ward 4), Andrew Keyes (Councillor Ward 5), Tony Paul. Danni Imbrogno

Staff: Victoria Campbell, Jessie Wong, Samantha Beachamp, Phil Howes

Guests: Mayor Frank Scarpitti

Members: Michelle McDermott, Martha Mingay, Ted Mukar, John Webster, Jim Walker, Shauna Ferguson, Christine Noble, Scott Musard, Simon Chan

**1) CALL TO ORDER**

The meeting was held via ZOOM video conference and was called to order at 6:08 pm by Chairman Paul Cicchini.

**2) DECLARATION OF TAX AND ENVIRONMENTAL OBLIGATIONS**

The board was advised by the Chair that to the best his knowledge and abilities the BIA is meeting all taxation and environmental obligations.

**3) DISCLOSURE OF PECUNIARY INTEREST**

The Chair requested that Board Members advise of any conflicts of interest as they arise throughout the meeting.

**4) ADOPTION OF THE MINUTES**

The chair advised that the minutes of the MVBIA 2019 AGM, held on March 2, 2020, have been distributed and asked for a motion to have the minutes adopted. Motion by Michelle McDermott, seconded by Tony Paul to approve the minutes of the 2019 Annual General Meeting. Carried.

**5) DELEGATIONS**

Mayor Frank Scarpitti addressed the meeting expressing his continuing support for the Markham Village BIA community and his gratitude for the ongoing activities of the BIA members during the past difficult year. The Mayor outlined the steps the city has taken to help businesses and residents in eliminating storm water rate fees and 0% tax increases for 2021 and expressed his commitment to assist in any way possible in the future.

**6) MARKHAM VILLAGE BIA BOARD NOMINATIONS**

The Chair advised the meeting that there are currently five vacancies on the current Board of Management and asked if there were any nominations from the floor. Michelle McDermott (Solace Natural Health) was nominated by Brian Rowsell, seconded by Tony Paul. Michelle has attended every meeting since the last Annual General Meeting and is willing to serve on the board. Brian Rowsell also nominated Ali Daya (The Ten Spot) to the board, seconded by Tony Paul. Ali has indicated his willingness to serve on the board. The Chair then asked three times if there were any

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further nominations. There being no further nominations and the full number of vacancies not being filled, the nominees were acclaimed.

**7) FINANCIAL REPORT & 2021 BUDGET**

The Chair asked Phil Howes to provide the financial report for the meeting and provide information on the 2021 budget.

a) **2019 Audited Financial Statements:** The 2019 Audited Statements as prepared by KPMG were presented and discussed. Motion by Tony Paul, seconded by Paul Cicchini to approve the 2019 Audited Financial Statements. Carried.

b) **2020 Interim Financial Results and 2021 Budget:** The unaudited Interim Financial Report of operations for the year ended to December 31, 2020 was presented indicating a surplus on operations of \$5208 on the year, increasing the reserve fund surplus to \$181,240. The surplus for the year resulted primarily due to there being no MPAC Levy reassessment charges being approved. During the year, the Board authorized funds intended for use for promotional events during the year were diverted to COVID relief activities such as PPE, Signage and Supplies for members, food supplied to front line workers, and distribution of over ninety-three \$500 prepaid VISA cards to BIA members.

c) **2021 BUDGET**

The 2021 Operating Budget as prepared and recommended by the Board of Management was presented to the members for approval. Highlights of the proposed budget and the tax levy for 2021 were pointed out. The BIA levy will be reduced by 33% for 2021 from the previous year to \$160,559, with a loss on operations projected of \$61,166 for the year. The reserve fund balance at the end of 2021 will reduce to \$123,075. Motion to approve the 2021 budget by Tony Paul, seconded by Michelle McDermott. Carried

**8) OPERATIONS REPORT**

Victoria presented a detailed review of the activities of the BIA office and staff during 2020. The COVID19 pandemic has impacted the BIA significantly, both with the typical promotion, marketing and events on the street and more so for the businesses themselves. Many businesses have lost significant revenue and have experienced long term closures. The BIA provided support for members with increased social media initiatives, providing PPE and signage, and distributing the Covid Relief benefit. The Digital Main Street 2.0 program helped over 35 businesses to secure a grant, open an online store or work to improve their online presence.

During 2021 the BIA intends to continue to support businesses with sharing information, government grants, promotion and marketing and bringing back the Farmers' Market.

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The Main Street Markham Farmers' Market will be held in a new location to support COVID requirements and to avoid using City property to create a safer space.

Victoria thanked the Board and her staff for their support during the year.

**9) ADDITIONAL BOARD NOMINEE**

The Chair was asked to re-open nominations for the Board of Management as an additional nominee was requested. Nomination made by Tony Paul, seconded by Brian Rowsell to nominate Shauna Ferguson (Sharp Minds Academy) as a director. Shauna indicated her willingness to serve on the board. Carried.

**10) CHAIR'S REPORT**

Chair Paul Cicchini thanked everyone for coming and expressed his gratitude to everyone, the staff and board for their efforts, hard work and dedication during this most difficult year.

**11) ADJOURNMENT** – The meeting was adjourned at 7:25 pm.