



**Alliston BIA Board Minutes  
February 17<sup>th</sup>, 2025  
6:00 p.m.**

**Alliston Business Improvement Association Office  
51 Victoria Street East, Alliston**

**Members Present:**

|                         |                             |
|-------------------------|-----------------------------|
| Alicia Regier, Chair    | Michelle Rakowski, Director |
| Lisa Culmone, Director  | Chris Rapin, Councillor     |
| Ben Carnovale, Director | Kim Lyon, Treasurer         |
|                         |                             |

**Members Absent**

|                           |  |
|---------------------------|--|
| James Griffiths, Director |  |
|                           |  |

**Guests**

|                                     |                  |
|-------------------------------------|------------------|
| Veronika Kremza, Office Coordinator | Rose Taylor      |
| Jessica Jenning                     | Carleigh Maloney |
| Sandra Lambi                        | Terri Jerry      |
| Jasmine Danial                      |                  |

**Confirmation of Agenda**

2025-01- **MOTION**- to confirm the agenda as circulated.

**Additional agenda items**

- Feedback for sidewalk by-law and microbiology devices are the same topic.
- Request from the Town to send an email to our members regarding traffic calming when making food deliveries.

Moved by Director Lyon  
Seconded by Director Culmone

**CARRIED**

**Disclosures of Pecuniary Interest – NIL**

**Adoption of Minutes**

2025-02 **MOTION**- to confirm the January ABIA Board of Management minutes as circulated.

Moved by Director Lyon  
Seconded by Director Culmone

**CARRIED**

### **Opening Remarks**

Chair Regier welcomed Board Directors, Councillors and guests to the meeting and thanked them for their time and attendance.

### **Chair's Report**

#### **January 20<sup>th</sup> document review**

- Minutes have now been updated on the ABIA website. Additionally, the ABIA is currently considering a new process for future meetings, which includes recording sessions for transcription purposes and having a second person designated to take minutes.
- Leasing of building: The ABIA is responsible for any improvements or repairs to the office building.
- OPP lease: The Town has given the ABIA approval to sub-lease the building to the O.P.P.
- Lighting Poles: As per Town policy, the ABIA is responsible for any repairs required to the outlets in the Downtown area
- Lighting Project: Funding has been earmarked to conduct a feasibility study in the downtown core to investigate the possibility of installing additional lighting. The ABIA has not proceeded with this study yet, and will be left for further discussion.
- Member Survey: The ABIA acknowledges the need for a member survey. Work is currently underway on this initiative and will provide further updates once it is ready.
- Financial oversight and expenditures: The ABIA falls under the Towns procurement policy and is subject to the same purchasing policy. Under these guidelines, any expenditures or projects over \$10,000 require 2 or 3 competitive quotes.
- Website Marketing/social media: The ABIA is to further discuss new social media strategies.

### **Board recruitment**

Board Requirements and application will be posted on our website to ensure information accessibility and transparency.

2025-03 **Motion:** To initiate the recruitment process while advertising on the ABIA website and to move forward with accepting applications on an ongoing basis throughout the year.

Moved by Director Carnovale  
Seconded Treasurer Lyon

### **Board training/strategic plan**

OBIAA offers a board training program specifically designed for BIA board directors. The ABIA Board collectively agreed that participating in this training would be beneficial at this time.

**Action:** Veronika is to inquire about the cost associated with receiving board training through ABIAA.

### **Lighting project**

Funding has been dedicated to proceed with a feasibility study for the installation of a light stream canopy over Victoria St. Please note that, at this time, these funds have not yet been utilized.

2025-04 **Motion** To pause the lighting project and move the allocated funding for the feasibility study into a general capital reserve. These funds would be held there until a final decision is reached or until they are redirected toward a different project in the future.

Moved by Councillor Rapin  
Seconded by Director Culmone

2025-05 **Motion** To move the money originally allocated for a Gold Bust project several years ago be moved to a general capital reserve to be used for a potential new project.

Moved by Treasurer Lyon  
Seconded by Director Carnovale

### **Micromobility devices on Downtown sidewalks**

The Town has shared a proposed amendment to the bylaw regarding the use of micromobility devices. They are currently seeking feedback on a proposal to allow children under the age of 10 to use these devices on sidewalks, provided they have adult supervision.

This matter was discussed by the board, and the feedback provided is that there is no conflict, provided that no electronic motorized vehicles are used.

### **Policy review**

Over the next several months, Director Carnovale will design new policies and procedures for the Board to review and acknowledge.

### **Treasurer Report**

2024 audit is now completed. 2025 is set to begin on June 8<sup>th</sup>.

The 2026 budget has been approved by Town of New Tecumseth. Following this approval, the ABIA board has discussed the allocation of these funds across our various operational categories.

2025-05 **Motion:** To move forward with the approved budget as a whole for \$260,458.00 in the year of 2026

Moved by Treasurer Lyon  
Seconded Director Culmone

Continue to allocate "Members awards" funding towards Speaker Series and Meet and Mingle events in 2026.

Allocate an additional \$5000.00 to the reconstruction to the website.

As the events continue to bring in money, the ABIA will continue to put that funding back into events. Budget is to remain the same until time to contribute money

towards each event.

Allocate a portion of the budget for personal ABIA emails.

**Action:** Veronika is to budget out how much an ABIA email will cost per account.

### **Beautification**

Move funding from banners and heritage signs towards new decorative street lighting.

**Action:** Veronika to bring 3 competitive quotes for downtown street lights to the next meeting.

### **Events**

**Motion:** To continue with the production of our 4 events: Farmer's Market, Alliston Street Festival, Monster Mash, Christmas Crawl.

Moved by Director Culmone

Seconded by Treasurer Lyon

### **Closed Session: Item for consideration-HR matter**

2026-06 **Motion** to moved into a closed session at 7:30pm

Moved by Director Lyon

Seconded By Director Culmone

Chair, Alicia Regier