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Board of Management Meeting Minutes	
Date: May 5 2026 Time: 8:30 AM	
Location: BIA Office (in person) / Online (Google Meet)	
Present: Lyndsay McAlpine (virtual), Tara Crugnale, David Orde, Ben Prowse, David Tayler	
Regrets: Jenn Hayes Absent: A. Wilson	
Minute Taker: D. Tayler	
Unofficial Transcript and Notes: https://docs.google.com/document/d/1oZsjrb468lu5G0oRJGHii-imVE74Rs3M9oq5p7JKT_Q/edit?usp=sharing	

1.	Meeting Called to Order by L. McAlpine at 8:34 AM <i>Present: T. Crugnale, J. Hayes (virtual), L. McAlpine (virtual), D. Orde, B. Prowse, A. Wilson (virtual), D. Tayler</i>
2.	Updates to the Agenda None presented
3.	Approval of Agenda Motion to approve the meeting agenda (L. McAlpine/T. Crugnale) CARRIED
4.	Declarations of Interest No declarations of interest indicated
5.	5.1: Approval of Minutes – April 14 2026 Motion to approve the meeting minutes from April 14, 2026 (L. McAlpine/T. Crugnale) CARRIED
6.	6.1: Treasury Report D. Tayler reported that first levy payment (1/2 total) and 2026 Contribution To Operating grant received. Immediately upon receipt, process started to pay all outstanding accounts, and process will continue this week. Bank balance at meeting time is \$69,359.91 D. Orde and D. Tayler meeting this afternoon with Padgett Accounting to discuss policies and processes and to formalize the monthly financial reporting for the board, with the suggestion of using QuickBooks' Profit and Loss report and a Budget vs. Actuals report. The board acknowledged the need to ensure next year's levy is in the bank by January 1st by holding the AGM in November and ensuring the audit is completed on time.
7.	Executive Director Report (tabled to next meeting)
8.	Committee Reports: 8.1: Beautification Overview T. Crugnale and D. Tayler presented. - General overview of plans for spring décor and summer plans and future banners. - Committee will be further investigating cost containment for future projects. - New street signs approved and expected by early June. D. Tayler to confirm 8.2: Events & Promotions Committee Overview L. McAlpine and D. Tayler presented. - Live and Local: General overview and discussion. Proceeding satisfactorily. Funding is being sought to extend to all summer Saturdays – with smaller (no road closure) concerts, walks, events 8.3: Membership Overview D. Tayler presented, with discussion. Updates were provided on new businesses opening: <i>Ciel</i> (at the former Solis Optical site) and <i>Tehran Underground</i> (a Persian coffee house at the former Pinbones site). Cumbrae's is aiming to be open for "Live and Local". News expected shortly about City funding for assistance in filling vacancies.

9.	Other Business 9.1 Policies for Consideration Numerous policies were under consideration at a previous meeting. These were discussed and reintroduced with a lead named for review of each, as follows: • Social Media: Ben (backup: Lyndsay) • Board Duties: Jenn • Procurement Policies: David O. • Filming: Tara • Expansion/Associate Membership: Lyndsay 9.2 Expansion / Associate Membership Plans were discussed as part of general policy review (above). 9.3 Police Board Representation / Safety and Security Update J. Hayes was previous rep from BIA, unable to make the commitment going forward. Board expressed difficulties with attending additional meetings, and suggested approaching BIA members (non-Board members) to become our rep. Suggested names include: Theresa (Picones), Lily (Urban Vine), Donna (Kitchen Witch). D. Tayler to approach and appoint if possible. Discussion included an increase in illegal electric scooter use and issues with aggressive panhandling near banks. There was also a report of a local business being harassed on the phone by an elderly gentleman. The board noted an increased presence of two specific police officers assigned to Dundas and D. Tayler stressed the importance of businesses reporting incidents via the non-emergency line to generate useful statistics and data for future resource deployment. 9.4 Reschedule MP Visit – rescheduled to May 19 9.5 Canada Summer Jobs – Patrick Bommarito has been rehired and starts May 9 as “digital communications specialist” 9.6 Filming Update Multiple film projects are underway, including a small production this week and a larger one, <i>Final Destination</i>, scheduled between the Cactus Festival and Christmas. A key concern is formalizing the Film Policy to ensure proper monetization (donation to the BIA) and minimized disruption to members. D. Tayler also working to develop a “filming” walking tour in conjunction with city team 9.7: Recycling Update: Beautification Committee is leading this, with input from David Orde, OBIAA etc. Expected to include an increased lobbying effort as well as investigating 3rd party options
10.	Next Meeting(s): Board: Tuesday June 2, 830am Events: Thursday May 21, 530pm Beautification: Tuesday May 12, 9am
11.	Adjournment: Motion to adjourn made by L. McAlpine at 9:35 AM CARRIED