



As a member of the Broadview Danforth BIA, you are invited to attend our  
**ANNUAL GENERAL MEETING**  
**Monday, November 21, 2022, Noon – 1:30pm, Via ZOOM**  
**Please contact [spuff@thedanforth.ca](mailto:spuff@thedanforth.ca) to register & receive log-in details**

#### **AGENDA**

1. Call to Order, Introductions and Opening Remarks
2. Electronic meeting, recording of the meeting and voting protocols
3. Declaration of Conflict of Interest
4. Approval of 2021 Annual General Meeting Minutes
5. 2021 Report Audited Financial Statements
6. Appointment of Auditor (to prepare 2022 Audited Financial Statements)
7. Sub-Committee Reports
8. Proposed Program and Budget for 2023 (see over)
9. Board Election (2023-2026 Term)
10. New Business
11. Adjournment

The purpose of this meeting is to approve the BIA's budget and proposed activities for 2023 (see over) and elect a Board of Management for the 2023-2026 term. This program is paid for by a special levy charged to you and other commercial and industrial property owners and non-residential tenants of such properties. As a BIA member, the best way to participate in your BIA's decisions on your behalf is to get involved. A copy of the complete proposed budget and audited financial statement will be available to you upon request.

**Voting and Pre-Registration:** The BIA Annual General Meeting will be taking place virtually to ensure the safety of our BIA Members, Directors and Staff. Voting members must join the meeting through the desktop or mobile app to be able to vote. Voting is not available to attendees that call into the meeting. **Registration is required. Deadline to register: Thursday, November 17, 2022. To register to attend please email Susan Puff at [spuff@thedanforth.ca](mailto:spuff@thedanforth.ca)** The meeting's Zoom link will be emailed to you prior to November 21/22.

**Annual General Meeting Procedures:** Per The City of Toronto Municipal Code, Chapter 19, Business Improvement Area, only members of the proposed BIA and their legal representatives (proof required) are eligible to vote at the AGM. A "person" is defined by Chapter 19 to include "a corporation and the heirs, executors, administrators or other legal representatives of a person to whom the context can apply according to the law." **No person in attendance shall have more than one vote.**

**Board of Management Nomination:** If you are interested in being part of the Board in the coming term, please email [spuff@thedanforth.ca](mailto:spuff@thedanforth.ca) to request a nomination form. Nomination forms must be returned on or before Monday, November 14, 2022.

For more information please contact Susan Puff at [spuff@thedanforth.ca](mailto:spuff@thedanforth.ca)

**BROADVIEW  
DANFORTH**



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**Broadview Danforth BIA  
2023 BIA Budget**

Summary of Revenues and Expenditures	2022 Approved Budget	2022 Projected Actual	2023 Proposed Budget
	Column A	Column B	Column C
<b>Revenues</b>			
BIA Levy (includes 10% provision)	301,110	301,110	307,658
Grants	5,000	30,000	5,000
Signature Events Revenue (input details in event worksheets)			
Other Festival Revenue		12,500	12,500
Other Revenue			
<b>Total Revenue</b>	<b>306,110</b>	<b>343,610</b>	<b>325,158</b>
<b>Expenditures</b> (includes 1.76% HST)			
General and Administrative	103,273	101,495	105,178
Streetscape Improvements	9,726	9,806	9,000
Streetscape Improvements - City Loan Payment			
Amenity and Maintenance	104,915	95,263	101,050
Promotion and Communication	45,000	40,800	45,500
Festivals and Events	55,000	62,250	56,750
Provision for Tax Appeal Expenditures (10%)	27,374	273	27,969
<b>Total Expenditures</b>	<b>345,288</b>	<b>309,887</b>	<b>345,447</b>
<b>Net Revenue / (Deficit)</b> (O) = (F) - (N)	<b>(39,178)</b>	<b>33,724</b>	<b>(20,290)</b>

Summary of Accumulated Surplus	2022 Approved Budget	2022 Projected Actual	2023 Proposed Budget
<b>Beginning Balance</b>	<b>286,900</b>	<b>286,900</b>	<b>320,624</b>
Change in Accumulated Surplus	(39,178)	33,724	(20,290)
<b>Ending Balance</b>	<b>247,722</b>	<b>320,624</b>	<b>300,334</b>