



Danforth Village BIA

Annual General Meeting of the Members

As a member of the Danforth Village BIA, you are invited to attend

Danforth Village BIA Annual General Meeting of the Members

Date: January 21, 2016 **Time:** 7:00 pm **Location:** Royal Canadian Legion, 9 Dawes Road.

Agenda

1. Call to Order and Welcome from Chair
2. Declaration of Conflicts of Interest
3. Introduction of Board of Management
4. Approval of March 26, 2015 General Meeting Minutes
5. Auditor's 2014 Report
6. Appointment of Auditor for 2015
7. Treasurer's Report 2015
8. Committee Reports
9. Proposed Budget for 2016 (see over)
10. Adoption of 2016 BIA Budget as Amended
11. Report from the Integrity Commissioner of Toronto
12. Adjournment

The purpose of this meeting is to decide on the BIA Budget for 2016 (see over) and general program. This program is paid for by a special levy charged to you as well as other commercial/industrial property owners and businesses in the BIA. The best way to participate in the decisions which your BIA is making on your behalf is to get involved.

Please forward a copy of this notice to your commercial / industrial tenants.

For more information, call Louis Dapergolas, Chairman at 416-691-8672 or email info@dvbia.ca

Proof of membership will be required. Please bring photo ID and either a business card, utility bill showing business name and address, or your City of Toronto property tax bill.

If you are unable to attend and wish to appoint a person to vote on your behalf, please complete the attached Designate Form. Please note that no person in attendance shall have more than one vote.

If you wish to participate in our FREE graffiti removal program please complete the attached form. Graffiti removal form is also available online at www.dvbia.ca (under "Forms")



Danforth Village BIA

2016 Budget

Summary of Revenues and Expenditures	2015 Approved Budget	2015 Projected Actual	2016 Proposed Budget
<i>*All values rounded to the nearest dollar.</i>	Column A	Column B	Column C
Revenues			
BIA Levy (includes 10% provision)	502,533	502,533	426,787
Grants			
Donations & Sponsorships			
Festival Revenues			
Other Revenue (please insert a description)	58,500	1,169	57,850
Total Revenue	561,033	503,702	484,637
Expenditures (includes 1.76% HST)			
Administration	32,777	10,041	67,867
Capital		200,000	270,000
Capital - Financed Project Loan Payments (withheld from levy)	81,345	81,345	81,345
Maintenance	232,000	134,278	203,500
Promotion and Advertising	150,600	16,758	39,500
Festivals and Events	70,000		35,000
Provision for Tax Appeal Expenditures	45,685	7,516	38,799
Total Expenditures	612,407	449,938	736,011
Net Revenue / (Deficit) (N) = (F) - (M)	(51,374)	53,764	(251,374)
Net Amount Required to Balance Budget	51,374		251,374
Net Budget	0		0

Summary of Accumulated Surplus	2015 Approved Budget	2015 Projected Actual	2016 Proposed Budget
<i>*See Page 2 for details</i>			
Beginning Balance	289,461	289,461	343,225
Appeal Provision Surplus	51,374	51,374	41,374
Appeal Provision Deficit			
Withdrawals from/(Contributions to) Accumulated Surplus		(105,138)	210,000
Change in Accumulated Surplus	(51,374)	53,764	(251,374)
Ending Balance	238,087	343,225	91,851

BUDGET DECLARATION TO BE SIGNED AFTER AGM							
Board of Management				General			
Approval				Membership			
Day	Month	Year		Day	Month	Year	
Signature of Chair				Signature of Treasurer/Secretary			
Date				Date			
If the budget is prepared by someone other than the Treasurer, please provide the name and telephone number of that person below.							
Name:				Phone No. / E-mail:			



Danforth Village BIA

Designate Form

This form allows a member of the Danforth Village Business Improvement Area (BIA) to appoint an individual (Designate), who is not a member of the BIA, to vote on his or her behalf at the BIA Annual General Meeting (AGM) to be held on Thursday January 21, 2016 - 7:00pm (Royal Canadian Legion - 9 Dawes Road)

Completed forms must be received by the City of Toronto BIA Office (address below) at least five business days before the Annual General Meeting.

I hereby authorize _____ to serve as my Designate and to vote on my behalf on all matters voted on at the AGM of the Danforth Village Business Improvement Area (BIA) to be held on Thursday January 21, 2016. This designation shall be revocable at any time at the request of the undersigned voting member.

***Name - BIA Member:** _____

*Property Owner ☐ **OR** Business Operator ☐ **OR** Both ☐ (check one)

*Address within BIA: _____ Suite/Unit: _____

*City: _____ Province: _____ Postal Code: _____ Telephone: _____

Signature: _____ Date: _____

***Name - Designate:** _____

*Street Address: _____ Suite/Unit: _____

*City: _____ Province: _____ Postal Code: _____ Telephone: _____

Signature: _____ Date: _____

Submit completed form and BIA member proof of property or business ownership (e.g. copy of property tax bill, utility bill, etc.) to:

City of Toronto BIA Office, Attn. Michael Saunders, Economic Partnership Advisor

77 Elizabeth Street, 2nd Floor, Toronto, ON M5G 1P4

Tel: 416-392-1005 Fax: 416-392-1380

Email: msaunder@toronto.ca

Designate Form is NOT valid if:

- ☐ Information provided is illegible;
- ☐ Designate is a member of the Danforth Village BIA;
- ☐ Designate has already been nominated by another member of the Danforth Village BIA;
- ☐ Designate Form is not received at least five business days prior to the AGM;
- ☐ BIA member or Designate fails to sign the form and provide required (*) information; or
- ☐ Designate form is not accompanied by BIA member valid proof of property or business ownership

The Designate must present identification at the AGM.

The personal information on this form is collected under the authority of section 141(1) of the *City of Toronto Act, 2006* and section 19-17 of the City's Municipal Code Chapter 19, Business Improvement Areas. This information is used for the purpose of evaluating and recording the registration of individual designates for the above noted AGM, and for contacting them with respect thereto. Questions about this collection can be directed to the BIA Partnership Advisor identified above.

§ 19-1. Definitions.

BUSINESS IMPROVEMENT AREA MEMBERS - All persons who own rateable property in the area that is in a business property class, commercial and industrial tenants of the property and non-residential tenants who are occupying rateable property; and recent purchasers of property in the area that is in a business property class, but not assessed on the last returned assessment roll, and commercial and industrial tenants of the property, and non-residential tenants who are occupying rateable property, if the recent purchasers produce evidence of property ownership satisfactory to the Chief Financial Officer.

BUSINESS IMPROVEMENT AREA OFFICE - The City's Business Improvement Area Office, Economic Development and Culture Division.

MEMBER DESIGNATE - A person, who is not a member of the business improvement area, who has been appointed by a member of the business improvement area to represent the interests of the member at an annual general meeting or general meeting of the business improvement area.

§ 19-17. Elections of nominees; voter eligibility.

E. Notwithstanding § 19-15D(2), a member of a business improvement area may appoint in writing one representative to stand for nomination to the board on behalf of the member, regardless of the number of properties or businesses that the member owns.

F. Ownership of properties

(1) Where a person is the sole owner of more than one property within the business improvement area, or is the sole owner of more than one corporation that owns property within the business improvement area, the person and the corporations solely owned by that person shall have a total of only one vote, regardless of the number of properties owned by that person and the different corporations solely owned by that person.

(2) Where a person is the sole owner of a property and joint owner of one or more additional properties within the business improvement area, one vote is given for the property owned by that person alone and one vote is given for each jointly owned property, provided the co-owners in each case are different persons and they or their representatives attend the meeting where the vote is held.

(3) Where a person is the sole owner of a corporation and part owner of different corporations that own property within the business improvement area, one vote is given for the corporation solely owned by that person and one for each jointly owned corporation, provided the co-owners of each corporation are different persons and they or their representatives attend the meeting where the vote is held.

G. A member of a business improvement area may, through the completion of a designate form provided by the business improvement area office, nominate in writing a designate to vote on behalf of the member at a general meeting or annual general meeting, provided the designate nominated has not also been nominated by another member of the business improvement area.

H. The person nominated under Subsection G must not be a member of the business improvement area.

I. Designate forms required under Subsection G must be submitted to the business improvement area office at least five business days in advance of the annual general meeting or general meeting and the submission deadline must be identified in the notice of that meeting and must be accompanied by proof of property or business ownership within the business improvement area.

J. The business improvement area office shall forward the designate forms to the board a minimum of three business days prior to the date of the general meeting or annual general meeting.



Danforth Village BIA

Graffiti Removal Program

The presence of graffiti on private and public property has numerous negative impacts on the community. To help combat graffiti vandalism, the Danforth Village Business Improvement Area has implemented a **FREE graffiti removal program**. Combating graffiti vandalism will help to provide a clean, vibrant, safe and welcoming community for all residents, businesses and visitors.

The Danforth Village BIA Graffiti Removal Program will consist of:

Pressure washing and / or repainting. Only the actual area of graffiti will be painted or pressure washed. Glass surfaces are not included.

Graffiti removal at the front of your property up to 10 feet high. For corner properties, the side flank will be cleaned also.

✓ If you wish to participate in this FREE program, please review the information on the **next page**, check off YES, complete the property information and return to us by one of the methods outlined at the bottom of the page.

✗ If you do not wish to participate in this program, please review the information below, check off NO, complete the property information and return to us by one of the methods outlined at the bottom of the page.

_____ NO, I/We do not give permission to have graffiti removed from our property by the Danforth Village BIA Graffiti Removal Program.

*Commercial Property owners who choose not to participate in the Danforth Village BIA Graffiti Removal Program must remove graffiti on their property within the amount of time determined if a Graffiti Removal Notice is issued by the City of Toronto's Municipal Licensing By-Law Officer, pursuant to [City of Toronto Municipal Code, Chapter 485, Graffiti](#) *

Property Information for those who DO NOT wish to participate in the Graffiti Removal Program:

Property Owner/Representative Name: _____ Company Name (if applicable) _____

Property Address within BIA area: _____

Phone Number: _____ Fax Number: _____ Email Address: _____

Property Owner/Representative Signature: _____ Date: _____

Questions? Please call: 416.691.8672

E-mail form to: info@dvia.ca

Fax form to: 416-691-4663

Mail form to: Danforth Village BIA

Shoppers World Postal Outlet

3003 Danforth Avenue

P.O. Box 93617

Toronto, ON M4C 5R5

Drop off form to: Tora Home Design, 2686 Danforth Ave.



Danforth Village BIA

Graffiti Removal Program

_____ **YES**, I/We do give permission to have graffiti removed from our property by the Danforth Village BIA (DVBIA) Graffiti Removal Program.

- In exchange for inclusion on the DVBIA's graffiti removal program, I/we hereby authorize the BIA, through a licensed, insured and bonded contractor of its choosing, to access my/our property(ies) and remove graffiti from those building facades on my/our property(ies) that are visible from the street and public alleys at no cost to me/us. The term "graffiti" shall have the meaning set out in Chapter 485 of the City of Toronto Municipal Code.
- I/we understand and agree that the method or methods of graffiti removal may include but are not limited to the application of paint, chemical solvents, steam cleaning, hydroblasting, and/or media blasting. As a result of the graffiti removal, I/we understand and agree that a faded outline of the graffiti may result when the graffiti is removed. I/we understand and agree that it may not be possible to remove all graffiti present on the building façade due to factors beyond the BIA's control, such as but not limited to past attempts to remove the graffiti.
- I/we understand and agree that an anti-graffiti coating may be applied to the building façade after the graffiti is removed. In the event that paint is applied to already painted surfaces on the building façade, I/we understand that the paint colour used will match the primary colour of the building façade as closely as is reasonably possible. Alternatively, I/we understand that I/we can supply paint at my/our cost for this purpose.
- I/we understand and agree that in no event will the BIA be liable to me/us or any other person or entity, nor will I/we bring any legal proceeding regardless of form, for loss or damages of any kind, including but not limited to damage to my/our property(ies), loss of goodwill or business profits, and work stoppage, arising directly or indirectly from any acts or omissions of its employees or its designated contractor in relation to the graffiti removal process and / or the accessing of my/our property(ies) for the purpose of removing graffiti.
- I/we understand that this authorization shall remain valid until I/we revoke it in writing, except that the preceding paragraph will survive the revocation of this authorization with respect to any loss or damages arising prior to the revocation. The BIA reserves the right to cancel its Graffiti Removal Program in writing at any time for any reason, at its sole discretion. In the event that the property owner(s) is/are a corporation, the undersigned represents and warrants that s/he has authority to bind the corporation.
- I/we understand that the contracted company doing the removal will do everything within reason to match the building colour. Removal will consist, if needed, of pressure washing prior to repainting. Only the actual area of graffiti will be painted or pressure washed.

Property Information for those who wish to participate in the Graffiti Removal Program:

Property Owner/Representative Name: _____ Company Name (if applicable) _____

Property Address within BIA area: _____

Phone Number: _____ Fax Number: _____ Email Address: _____

Property Owner/Representative Signature: _____ Date: _____

Questions? Please call: 416.691.8672

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