

**DOWNTOWN ACTON BIA  
ANNUAL GENERAL MEETING  
Monday, December 7<sup>th</sup>, 2020 at 6:30PM**

**Online and In Person Meeting**

**AGENDA**

**I. Call to Order**

Monica Parker-Galway, Vice-Chair, called meeting to order at 6:33pm on December 7<sup>th</sup>, 2020.

**II. Attendance**

Present from BIA: Patricia Daleman. Mike Albano. Alex Hilson. Matthew Galliford. Norman Paulsen. Noah Edwards. Monica Parker-Galway.

Also Present: Victor Alksnis. Kim Duncanson. Joba Syed. SangWon Bak. Damian Szybalski.

**III. Presentation by Damian Szybalski – Town of Halton Hills, Economic Development**

**IV. Introduction of Board, Staff and General Membership**

**V. Declaration of Pecuniary Interests – none.**

**VI. Approval of 2019 Annual General Meeting Minutes**

Motion: To approve agenda.

Motion: Matthew Galliford – House of Workwear

Second: Norman Paulsen – Acton Motors

All in favour.

*Motion carried*

**VII. Nominations for New Board Members**

Barb Spears and Nancy Wilkes have decided not to seek re-election. We thank them for their contributions to Downtown Acton.

Monica Parker-Galway will become Chair. Matthew Galliford will become Vice-Chair. Joba Syed and SangWon Bak will join as board members.

Motion: To accept new board.

Motion: Norman Paulsen – Acton Motors

Second: Patricia Daleman – Grant Thornton LLP

All in favour.

*Motion carried*

## **Auditor's Report**

Patricia Daleman discussed 2019 Auditor's Report.

Motion: to approve 2019 Auditor's Report.

Motion: Norman Paulsen – Acton Motors

Second: Matthew Galliford – House of Workwear

All in favour.

*Motion carried*

## **VIII. 2020 Highlights – Alex Hilson**

*Attached after formal minutes.*

## **IX. 2021 Budget**

Patricia Daleman outlined the BIA's 2021 Budget.

Motion: To approve 2021 budget.

Motion: Matthew Galliford – House of Workwear

Second: Norman Paulsen – Acton Motors

All in favour.

*Motion carried*

## **X. Motion to Adjourn**

Meeting was adjourned at 7:46pm.

Motion: Norman Paulsen – Acton Motors

Second: Matthew Galliford – House of Workwear

All in favour.

*Motion Carried.*

It was my first year with the Downtown Acton BIA. It has been a steep learning curve, but a rewarding experience overall.

I made improving Downtown Acton's social media profile a priority this year. The BIA held three, main social media accounts before my joining – Instagram, Twitter and Facebook. Since my joining, our Facebook page has grown by nearly 600 followers. Our other pages have seen more modest gains.

Our flowers this year were well received. We brought back our hanging baskets. Norman Paulsen from Acton Motors maintained them for most of the season.

Our Farmers Market grew from a smaller start last year. By the end of the season, we had nearly twenty vendors a week and lots of positive feedback.

We had online Leathertown and Halloween events due to COVID. Both events went smoothly despite new formats.

I sat on an Economic Recovery Task Force through the town along with the Georgetown BIA and Halton Hills Chamber of Commerce to keep updated on the latest COVID developments. The experience was valuable and allowed me to share the experiences of Acton business owners with individuals from across the town.

We have been happy to support Willow Lane Natural Foods with their Brick and Mortar (BAM) Shopping Event. Participating businesses donate prizes towards a weekly draw. We have received positive feedback from participants.

We have worked on a Beautification Plan for our Downtown which will include new garbage containers and benches. More details to come in the new year.

The BIA rewrapped our Christmas Decorations with new tinsel and lights. There have been some growing pains with some of the lights, but overall the feedback has been positive.

We have slowly been updating both our online and physical directories.

Since last January, we have had six youth work with the BIA for periods of a couple months or more. Four have had high school co-ops, while two were summer students through the Canada Summer Jobs Program.