

THE JUNCTION BIA
August Board Meeting - [Join via Google Meet](#)
Virtually by phone: (CA)+1 226-315-3262 PIN: 796 104 457#
BOARD AGENDA + STAFF REPORT
WEDNESDAY, AUGUST 26, 2026

9:30 AM | CALL TO ORDER – Dan Yurchuk, Board Chair

Declaration of Conflict of Interest / Attendance / Quorum (4).

Manny and Joel may have one. See below.

Regrets: Jyhling **Absent:** **Guests:** Rafiq Dosani, Auditor

[Annual Audit Presentation](#) - Rafiq Dosani, Auditor

MTA: Janet Seconded: Maryan Carried: Unanimous

[July Meeting Minutes](#) – Dan (Chair)

MTA: Joel Seconded: Judith Carried: Unanimous

[July Financials](#) – Joel (Treasurer)

MTA: Janet Seconded: Maryan Carried: Unanimous

OPERATIONS

CaféTO: Staff continue to monitor patio operations and respond to issues that arise throughout the season, which runs until mid-October. The Junction is expected to be one of the last CaféTO districts to be closed for the 2026 season, as we were the last to be installed. Toronto Water approved the current platform configuration for The Hole in the Wall. The City has requested that, in 2027, the engineered drawings be updated to reflect the current setup—staff to note internally for the 2027 planning process.

A-Frame Sign Permitting and Enforcement: The Junction BIA continued advocating for changes to the City of Toronto's A-Frame sign permit process, raising concerns that the current system is overly complex and administratively burdensome for small businesses and BIAs. The Junction cited only four active A-Frame permits across Ward 4 as further evidence that the current system is not functioning effectively.

Staff participated in MLS's August TABIA presentation on Chapter 693. MLS confirmed that new A-Frame applications remain paper-based, with only renewals currently available online, although work is underway toward a fully online process. Enforcement is complaint-based; MLS reported receiving 247 sign-related complaints in 2025. The Junction questioned the continued requirement for BIA authorization as part of the application and suggested that BIAs instead be notified and allowed to flag concerns. The City's permit-status portal was also reviewed; a search for "Dundas St W" returned no active sign permits. Other BIAs raised similar concerns about education, enforcement, renewal procedures, fines and dispute resolution.

MLS indicated that many of the concerns raised may be addressed operationally without requiring bylaw amendments or Council approval. MLS will develop a survey for distribution through TABIA to gather further BIA input before determining recommended actions, with a further update expected in September.

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Streetscaping / Maintenance – July report [HERE](#). Issue volume *decreased* in July. Reported maintenance activity included **6 graffiti/tagging removals**, **1 litter removal**, and **11 vertical poster removals**.

Dundas/Keele Tree Replacement: Staff have worked with Parkdale Green Thumb Enterprises (PGTE) to develop a replacement plan for the tree at the corner of Dundas/Keele, with an Eastern Redbud recommended. BMO Management has confirmed the property sale is in progress, and the BIA has requested an opportunity to connect with the new owners to obtain approval for the replacement. As a result, installation is on hold pending their approval. The estimated supply and installation cost is **\$648.25**, and the BIA would provide ongoing maintenance through its existing garden maintenance program.

Tree Guards: A review of the original design records confirms that the guards were designed for **removable seasonal planter boxes resting on integrated shelves and secured with ties**, rather than today's heavier year-round planting program. The original seasonal concept also would not have accommodated the BIA's current winter décor program, which requires planters to remain in place year-round.

To adapt the system, the BIA drilled the existing planter boxes and secured them with **vinyl-coated galvanized steel cable**, as plastic zip ties suggested were not sufficiently durable or secure for winter conditions. This has worked, but is not ideal. PGTE is now piloting **black ratchet strapping at 10 locations**, which would secure the boxes without drilling or permanently altering the guards. If successful, the estimated cost to implement across all planters is approximately **\$396**, compared with a **\$9,900 + HST** welded retrofit that we do not recommend.

We are also reviewing **smaller, lighter black self-watering planters with a pronounced upper lip** that better fit the existing shelf and work with removable strapping. The current leading option is the **Bloem Lucca 18" self-watering window box**: <https://bloemliving.com/product/lucca-window-box/>

The guards continue to require **annual adjustment and maintenance due to settlement, freeze-thaw conditions, and surface rust**, creating a recurring cost to the BIA. We will assess the strapping pilot and planter options before determining next steps.

Graffiti: The BIA completed its 2026 graffiti removal sweep during the week of August 10, removing **25 tags across several locations within the BIA**. In June, members were invited to identify graffiti visible from the public street and request inclusion in the program. Staff also proactively identified high-visibility locations and contacted property owners where contact information was available. Staff required written property-owner consent before proceeding with any work.

Although the annual sweep is typically conducted in early spring, staff deferred the 2026 program because several sites were still subject to ongoing City investigations related to graffiti reported in 2025, and staff also anticipated increased activity during the warmer months.

The signed 2026 PGTE proposal for maintenance & graffiti removal is **\$27,274.50**, compared with the **2026 Operating Budget allocation of \$35,000**. This leaves approximately **\$7,725.50** within the budget

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line for related graffiti and maintenance needs, including any additional GG work, repairs, or power washing required later in the year. **Complete.**

Banners & Hardware: We received payment for damage to three banners and related hardware near the Dundas/Pacific construction zone.

Benches: Five Star Painting began sanding the 32 benches on August 15th at no charge to the BIA; the process is ongoing. We intend to let the lpe wood weather naturally, removing graffiti through spot sanding as needed, rather than applying further protective coatings. **After reviewing benches with notifiable damage and cracks with Landscape Forms, we identified 5 slats as high priority ([see attached tracker](#)).** We successfully negotiated a 20% discount on the slats and are awaiting delivery to coordinate with the installer for a total cost of **\$2,662 + HST**. As part of the 2027 annual operating budget process, staff recommend establishing a dedicated annual **Bench Lifecycle Maintenance** allocation of \$2,000 to support future slat replacements and preventative maintenance.

Murals: CamAd reviewed the site and situation and determined they can return to make repairs but warned the peeling issue will likely return since it's not a flush surface and moisture accumulates under the brick. They are to provide a quote for the repair, and we will forward it to the artist, Daniel Mazzone. The repair obligations in the artist agreement state that the artist has been paid in advance for any repair work. We will continue to coordinate next steps with the artist and installer.

Grant Prospects 2026: Legend: (M) Municipal, (P) Provincial, (F) Federal, (O) Other

Below is a summary of grants applied for 2026 programming. Below are only those we applied for after the application deadline.

1. [Community Celebration Support Fund - CCSF \(M\)](#)
Open/Sept 17 | Request: \$29,978 | **Approved: \$26,980**
2. [#GreenMyCity \(O\)](#)
Ongoing | Request: \$3,695 | **Declined**
3. [Cultural Festivals Funding Program - CFFP \(M\)](#)
Closed/Feb 3 | Request: \$25,000 | **Approved: \$20,000**
4. [Visual and Media Arts Projects \(O\)](#)
Closed/ Jan 28 | Request: \$15,000 | **Declined - [Feedback Notes](#)**
5. [Multi and Inter-Arts Projects](#)
Closed/ Mar 5 | Request: \$15,000 | **Declined - Feedback Meeting Scheduled 08/26**
6. [Dining District Program - Stream 1](#)
Closed/ April 15 | Request: \$5,000 | **Approved: \$5,000**
7. [Special Events Stabilization Initiative](#)
Closed/ April 29 | Request: \$4,000 | **Declined - [Feedback Notes](#)**
8. [Community Economic Development Fund](#)

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Closed/ April 23 | Request: \$102,866 | **Declined** - [Feedback Notes](#)

TOTAL APPROVED TO DATE: \$51,980

Dining District Program - Stream 1: [Final Report HERE](#). Staff have completed all project deliverables for this grant. PGTE will continue to monitor and maintain the planters through the end of October, as planned, when they're ready for holiday seasonal arrangements.

We've secured **\$51,980 in grant funding for 2026**, compared with **\$20,364 in approved funding at this point last year** — an increase of **\$31,616, or about 155%**.

This year's funding includes **\$26,980 through the City's Community Celebration Support Fund** for Taste of the Junction and Passageways, **\$20,000 through the Cultural Festivals Funding Program** for Window Wonderland, and **\$5,000 through the Dining District Program** for CaféTO-related public realm improvements and patio promotion.

Last year's approved total included **\$15,000 through the Outdoor Mural + Street Art Program** and **\$5,364 through Canada Summer Jobs**. We did **not apply for either program in 2026**, so this isn't a direct program-for-program comparison. What it does show is that we've secured substantially more external funding this year through a different mix of grants tied directly to our major programming.

We'll start turning our attention to **2027 grant opportunities** shortly.

MARKETING / EVENTS

New Businesses Welcomed by Staff:

[Click here to see the up-to-date list of new members \(use the first tab\).](#)

We are conducting a website audit to ensure that all current members are in our directory and that former members are removed.

Digital Following:

Platform	As of July 1, 2026	As of August 1, 2026	Difference
Instagram	22,371	22,419	+48
Facebook	8,492	8,487	-5
X (Twitter)	5,269	5,259	-10
Threads	3,427	3,432	+5
LinkedIn	2,211	2,231	+20
MailChimp	3,374	3,384	+10
TOTAL	45,144	45,212	+68

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Junction-Branded Merchandise: Our proposed one-year retail pilot with Maker's Market would establish the business as the exclusive retail outlet for Junction-branded merchandise. Maker's Market would provide retail space at no cost to the BIA and receive no rent, shelf fee, commission or other payment. The BIA would retain ownership of the merchandise, with sales proceeds remitted to the BIA and inventory and sales tracked throughout the pilot.

Legal counsel has reviewed the proposed arrangement and identified a governance consideration because Joel Sartorelli is both a principal of Maker's Market and a Director of the BIA. Manny Solnik has recommended that the BIA and Maker's Market disclose the arrangement to the City BIA Office and seek guidance on the appropriate conflict-of-interest process and Integrity Commissioner advice before the BIA gives final approval to or implements the pilot. Joel will not participate in BIA deliberations, voting or approval of the agreement unless permitted through the City's guidance.

Manny has prepared a revised agreement but, because he represents both organizations in other matters, he will release it for review only after both parties consent to a joint retainer. The Board will be updated once the City governance review and agreement are complete.

Taste of the Junction 2026 ft. Passageways (TJ26) – [Final Report HERE](#). This special FIFA World Cup event concluded on June 27, 2026, with an estimated 7,500 attendees, representing a 50% increase over the estimated 5,000 attendees in 2024. The free one-day outdoor festival celebrated the Junction's food, shopping, arts, culture, and diverse communities, with more than 50 vendors and exhibitors, live entertainment, family programming, and the debut of Passageways, an immersive public art experience featuring five cultural installations.

The event attracted visitors beyond the immediate neighbourhood. It encouraged visits to local businesses. 53% of surveyed visitors came specifically for Taste of the Junction, 37% lived outside the Junction postal area, and 69% visited Junction businesses outside the event site. **Based on an average reported spend of \$59.24 per person, the event generated an estimated \$444,300 in direct visitor spending.**

Participating vendors and community partners also reported strong results: 80% said participation benefited their business or organization, 100% reported increased exposure, 67% reached new customers or inquiries, and 73% made networking or community connections. Vendors reported on-site sales of up to \$3,000, with an estimated average of approximately \$750 among those selling.

Passageways strengthened the event's cultural programming, with five immersive installations representing British, Black, Chinese, Portuguese, and South Asian communities. 64% of surveyed visitors visited the installations. The event also supported Indigenous participation through Bone & Quill, a local Indigenous artist and educator.

Marketing results were strong, with **15.8 million targeted media impressions, 42 media mentions, and approximately 540,000 social media impressions across** Instagram, Facebook, and advertising between June 8 and July 1. Supporting links include the [Taste of the Junction event webpage](#), [Destination Toronto listing](#), [BlogTO coverage](#), [Daily Hive coverage](#), [Toronto.com coverage](#), [ToDo Toronto Reel](#), [Efosa Instagram coverage](#), [Efosa Facebook coverage](#), and [Efosa event listing](#).

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The two-site model using the Green P and Darren's No Frills parking lots worked well, allowing the event to separate the vendor market, seating area, Play Zone, Passageways, community partners, soccer programming, and family activities. Professional event management through Hypitch contributed to smooth logistics and site operations.

Final project costs were approximately \$69,282, supported by the \$26,980 CCSF grant, \$22,500 in sponsorship, \$13,280 in vendor fees, and a \$17,650 BIA contribution. Sponsorship significantly exceeded the original projection of \$10,000, demonstrating strong partner interest in the event.

Actions for 2027: Staff are exploring options to return the event next year, including a potential Pacific Avenue road closure and revised vendor fee structure. Passageways, or a similar artist-led component, would only return if grant funding becomes available. Staff will prepare a proposed budget to determine feasibility, subject to funding and future Board/budget approval.

Window Wonderland 2026/27: Planning continues for [Window Wonderland 2026/27](#) running **November 27, 2026 to January 31, 2027**. All **20 Window Partners** are confirmed, and paired artist teams are now developing concepts following the August 4 virtual Welcome Meeting and AR Workshop with [Artivive](#). First draft renderings are due at the end of August.

This year's theme, ***Movement + Glimmers***, explores how we move through the neighbourhood and care for our physical well-being during winter, alongside the small moments that make us feel connected and uplifted. **Glimmers** are fleeting moments of joy, calm, safety, and belonging: an unexpected spark of colour, humour, memory, animation, or human connection that can brighten a cold day or dark evening.

The 7th annual exhibition will feature **32 AR experiences: 20 new storefront window installations and 12 year-round AR murals**. Animation by **Luis Campos** for TYPE Books' **"Cozy Reading"** mural by **Sloan Brown** is now complete and will be incorporated into this year's exhibition. [Learn more about the mural here.](#)

New for 2026/27, the festival's promotional print artwork will also become an AR experience. Long-time Window Wonderland animator [Benjamin Mitchley](#) is creating a 20-second animation for both the **Member Poster** and **Astral transit-shelter advertising**, bringing the illustrated Junction streetscape to life through Artivive.

The BIA will also install **150 custom 18" Window Wonderland sidewalk stickers** throughout The Junction to build awareness at street level and promote the exhibition. The design highlights the **November 27 opening, 32 AR experiences (including 20 new windows and 12 murals)**, and the presenting sponsor, **MEDS Junction Pharmacy**. Artwork [HERE](#). Supply and installation will cost **\$2,925**.

Opening Weekend will also include a new **Window Wonderland Ambassador program** in partnership with the [Junction Residents' Association](#). Up to **20 volunteers** will greet visitors, encourage use of the Artivive app and distribute **800 complimentary pairs of Junction-branded black-and-white touchscreen gloves**. Ambassadors will wear matching Junction-branded striped knit scarves. A **\$500**

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donation will be provided to the JRA for its volunteer coordination, and the scarves and gloves will also be available this fall at **Maker's Market for \$25 and \$5 respectively**.

Staff are also working with the [CORPUS Team](#) on outdoor family programming for Opening Weekend and the following three Saturdays in December, with the [Alpine Merry Sheep Choir](#) returning as the preferred holiday performance.

Window Wonderland 2026/27 is presented by [MEDS Junction Pharmacy](#), with [AT the Dentist](#) and [Bergmanis Preyra LLP](#) as Event Sponsors. For transparency, Dan Yurchuk, owner of MEDS Junction Pharmacy, is a director of The Junction BIA and currently serves as Chair of the Board of Management. The City of Toronto provides funding in part through the 2026 Cultural Festivals Funding Program.

Window Wonderland 2026/27 is presented by, with and as Event Sponsors. The City of Toronto provides funding in part through the **2026 Cultural Festivals Funding Program**.

BOARD OF MANAGEMENT

Governance Review

At its July 15 meeting, the Board unanimously directed the Board Executive to complete its review of four governance documents before they return to the full Board for approval. The review began after staff identified that the [2017 Purchasing Policy](#) no longer reflects the Strategic Governance model adopted in 2018 before hiring Carol Jolly as Executive Director.

The four governance documents under review are:

- [Rules of Procedure](#)
- [Financial & Procurement Policy](#)
- [Code of Conduct Policy](#)
- [Anti-Harassment, Bullying and Violence Policy](#)

Together, the proposed updates clarify the Board's strategic oversight role, the Executive Director's day-to-day operational authority, financial and procurement controls, signing and approval requirements, and expectations for respectful and professional conduct.

Board Executive feedback has supported the overall direction of the documents. Dan's two recommended amendments have been incorporated into the Financial & Procurement Policy: any single contract over \$25,000 requires prior Board approval, whether or not it is included in the approved budget; and the Executive Director may reallocate up to \$10,000 between approved budget line items, provided the change remains within the Council-approved budget, does not alter Board-approved priorities, and is reported to the Board.

Manny Solnik completed the legal review on August 24. Manny has provided a Schedule of Recommended Revisions, together with clean and redlined versions of all four documents. His most significant revisions are to the Rules of Procedure, to ensure consistency with Chapter 19 and Schedule

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B of the City of Toronto Municipal Code, including Board composition, required officers and duties, meeting notice, quorum, agendas, voting, attendance, AGM notice, conflicts of interest, signing authority, and the role of the Executive Director.

Manny also revised the Financial & Procurement Policy to strengthen contract-value rules, prevent contract splitting, clarify contract changes and renewals, address sole-source and emergency procurement, and add protections related to conflicts of interest, signing authority, record keeping, insurance, and indemnification. The Code of Conduct was revised to clarify its relationship to the City of Toronto Code of Conduct and Integrity Commissioner process. The Anti-Harassment, Bullying and Violence Policy was revised to more fully address Ontario workplace harassment and workplace violence requirements.

Manny recommended that the City's BIA Office also receive the final **Rules of Procedure** for review before final adoption, particularly because the Junction is proposing procedures in addition to the City's standard requirements. Staff have prepared a consolidated [Governance Final – BIA Office Review Set](#), including the clean counsel-revised drafts, final edits shown against the red-dot drafts, source materials, and a review memo.

Subject to Board direction, staff will submit the package to the BIA Office for review and bring the documents back to the Board for final approval once the BIA Office provides comments or requires revisions.

Motion: *That the Board of Management of The Junction BIA receive the legal review of the **2026 Rules of Procedure, Financial & Procurement Policy, Code of Conduct Policy, and Anti-Harassment, Bullying and Violence Policy**; authorize staff to provide the clean counsel-revised drafts and supporting comparison materials to the City BIA Office for review; and direct staff to bring the documents back to the Board for final approval together with any BIA Office comments or required revisions.*

MTA: Janet Seconded: Maryan Carried.

2026 BIA Board Election – 2027–2030 Term

As 2026 is an election year, all current Board members' terms conclude at the end of the current term. All current directors have indicated their intention to stand for the 2027–2030 term.

*The BIA conducted an extensive Call for Board Members in 2025, including interviews with five candidates, and appointed two new directors. The Board is currently at full capacity. **Based on that recruitment and the current Board composition, the election plan presented at this meeting proposed no additional recruitment campaign and recommended presenting the current directors as the Board's proposed slate for membership approval at the 2026 AGM.***

The election will appear as a specific item on the AGM agenda. After membership approval, the Board will submit successful nominees to Toronto City Council for formal appointment to the 2027–2030 term.

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***Motion:** That the Board of Management of The Junction BIA approve the proposed 2026 BIA Board election plan and endorse the current Board of Directors as the proposed slate for the 2027–2030 term, to be presented to the membership for approval at the 2026 Annual General Meeting, with successful candidates subsequently submitted to Toronto City Council for appointment.*

MTA: Joel Seconded: Maryan Carried.

Board members are asked to review the City of Toronto election-period [Guide to Political Activity](#), shared with the BIA, regarding political neutrality and the appropriate use of City funding, resources, communications, facilities, and activities during an election period. A reminder that board members are also asked to review the City's previously circulated election-period guidance, including the [Political Activity Rules for Members of Local Boards](#) and the [letter from Paul R. Johnson, City Manager, City of Toronto](#), and to confirm whether they have completed the City's Board Orientation training provided by Marianne.