

## 2026 Affiliated Neighbourhood Association Program Annual General Meeting (AGM) Template

**Instructions:**

- This document is an example of templates that Affiliated Neighbourhood Associations could use to document their Annual General Meeting (AGM) minutes.

**The AGM is an opportunity to discuss the current standing and direction of the Neighbourhood Association, and includes the following criteria:**

- For the Main Point of Contact, Treasurer and other key organizers to share important information with the Neighbourhood Association related to leadership, projects and spending, and receive feedback from association members
- To discuss the direction of the Neighbourhood Association in terms of growth and engagement
- To discuss the successes of the Neighbourhood Association
- To discuss the impacts of the Neighbourhood Association on the community in terms of creating a sense of belonging and empowerment

If you need assistance with planning the discussion/agenda items for your AGM, please refer to Appendix A (last page of this document), where we have shared some suggested questions to get you started!

- If you have any questions, please contact the Community Safety & Well-Being Office (CSWO) by email at [CSWO@brampton.ca](mailto:CSWO@brampton.ca), or connect directly with your [Quadrant Coordinator](#).

**Annual General Meeting (AGM)**

<b>Neighbourhood Association Name:</b>	
<b>AGM Date:</b>	
<b>AGM Time:</b>	
<b>AGM Location:</b>	
<b>CSWO Coordinator:</b>	
<b>Date CSWO Coordinator was invited:</b>	

Agenda/Discussion	Notes
<b>Item</b> <i>Should be the same at Agenda items above.</i>	<i>Provide a summary of what was discussed for each discussion item listed above.</i>
1.	•
2.	•
3.	•
4.	•
5.	•

Financials

Next Steps/Actions	Notes
Items	<i>Provide a brief summary of the next steps/actions to be completed by whom and the deadline (if applicable)</i>
1.	•
2.	•
3.	•
4.	•
5.	•

**APPENDIX A****Suggested Discussion Questions for a Successful Annual General Meeting****To discuss the direction of the Neighbourhood Association in terms of growth and engagement**

- Would members of the Neighbourhood Association like to see the Neighbourhood Association grow?
- According to members, how can the Neighbourhood Association increase membership and engage more neighbours?
- Can members think of possible sponsorship opportunities that the Neighbourhood Association may want to consider?

**To discuss the successes of the Neighbourhood Association**

- According to members, what are some of the successes of the Neighbourhood Association?
- According to members, what have been learning and growth opportunities for the future successes of the Neighbourhood Association?
- According to members, what is the most important criteria that would help determine whether the Neighbourhood Association is successful?

**To discuss the impacts of the Neighbourhood Association on the community in terms of creating a sense of belonging and empowerment**

- According to members, how has the Neighbourhood Association impacted their relationships and interactions with neighbours?
- According to members, how has the Neighbourhood Association affected their sense of belonging and empowerment?
- According to members, how else can the Neighbourhood Association strengthen relationships and impact on the community through projects and initiatives?