



**Downtown Simcoe Business Improvement Area  
Board of Management Meeting**

**DATE:** Wed. October 8, 2025    **TIME:** 12:00 PM  
**LOCATION:** Simcoe BIA Office, 26 Peel St., Simcoe

**AGENDA**

1.    **12:00 PM**    Welcome and Meeting Called To Order
2.    **12:00 PM**    Approval of the Agenda
3.    **12:05 PM**    Pecuniary / Conflict of Interest Declarations
4.    **12:10 PM**    Acceptance of Board Meeting Minutes of September 10, 2025 (5 min)
5.    **12:15 PM**    Business Arising From The Minutes (5 min)
6.    **12:20 PM**    Correspondence (10 min)
  - a) Letter of Support From the Simcoe BIA for Norfolk County's Downtown Revitalization Funding Application-Rural Ontario Development Program
7.    **12:30 PM**    Committee Reports for Board Discussion (20 min)
  - a) Executive Committee – Did not meet
  - b) Beautification Committee – Meeting held on Tuesday September 30, 2025
  - c) Communications/Events Committee – Meeting held on Friday October 3, 2025
8.    **12:50 PM**    Financial Report (10 min)
  - a) Cheque Report for the Month of September - See attached
  - b) 2025 Budget and Projections to Year End as of September 30, 2025 - See attached
  - c) Expenditures From Reserve Funds and Special Project Funds – See attached
9.    **1:00 PM**    Other Business / Round Table (20 min)
  - a) Update on the 2024 Financial Audit
  - b) Update on the Waste Collection Provided by the Downtown Simcoe BIA
  - c) Update on the Downtown Simcoe BIA 2026 Operating Budget – see attached
  - d) Strategic Plan for the Downtown Simcoe BIA Area - Discussion
  - e) Downtown Revitalization Coordinator Position – See attached/for discussion
  - f) Request for Donation From Capitol Arts for Their Christmas Open House Nov. 15/25
  - g) Election of Officers – At the Board meeting on November 12, 2025.
  - h) Annual Meeting - Wednesday November 26 at DeJabru
  - i) Municipal Development Corporation (MDC), Municipal Accommodation Tax (MAT), and Industrial Land Needs – Councillor Brunton and Councillor Veri
10.    **1:20 PM**    Next Meeting Dates (5 min)
  - Board of Management Meeting – Wednesday November 12, 2025 – 12:00 PM
  - Beautification Committee Meeting – Wednesday November 5, 2025 – 12:15 PM
  - Communications/Events Committee Meeting – Friday November 7, 2025 – 11:30 AM
  - Executive Committee Meeting – At the Call of the Chair
11.    **1:30 PM**    Adjournment

