



**Downtown Simcoe Business Improvement Area
Board of Management Meeting**
DATE: Wed. September 10, 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 August 13, 2025 (5 min)
- 5. 12:15 PM** Business Arising From The Minutes (5 min)
- 6. 12:20 PM** Correspondence (10 min)
 - a) Email From Chris Everets, Norfolk County, re Process for Budget Committee Oct. 16
- 7. 12:30 PM** Committee Reports for Board Discussion (20 min)
 - a) Executive Committee – Meeting held on Friday September 5, 2025
 - b) Beautification Committee – Meeting held on Wednesday September 3, 2025
 - c) Communications/Events Committee – Meeting held on Friday September 5, 2025
- 8. 12:50 PM** Financial Report (10 min)
 - a) Cheque Report for the Month of August - See attached
 - b) 2025 Budget and Projections to Year End as of August 31, 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 2026 Budget Process
 - d) Downtown Simcoe BIA 2026 Operating Budget - see attached
 - e) Strategic Plan for the Downtown Simcoe BIA Area - Discussion
 - f) Election of Officers - Discussion
 - g) Annual Meeting - Discussion
 - h) OBIAA Advocacy Information – see attached
- 10. 1:20 PM** Next Meeting Dates (5 min)
 - Board of Management Meeting – Wednesday October 8, 2025 – 12:00 PM
 - Beautification Committee Meeting – Wednesday October 1, 2025 – 12:15 PM
 - Communications/Events Committee Meeting – Friday October 3, 2025 – 11:30 AM
 - Executive Committee Meeting – At the Call of the Chair
- 11. 1:30 PM** Adjournment