



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

Date: Wednesday March 11, 2026 **Time:** 12:00 PM

Location: Simcoe BIA Office, 26 Peel St., Simcoe

DATE: March 11, 2026

PRESENT: Tiana Moe, Marianne Ward, Nathan Kolomaya, Councillor Doug Brunton,
Councillor Alan Duthie, Councillor Adam Veri

STAFF: Les Anderson

GUESTS: None

REGRETS: Clarence Burke, Morgan Xiola, Stephen Khalla

1. Welcome and Meeting Called to Order

Tiana Moe, Chair, welcomed everyone to the meeting and called the meeting to order at 12:01 pm.

At this time, there was not a quorum present so no motions were being dealt with until quorum was achieved.

Quorum was achieved at 12:15 pm.

Nathan Kolomaya entered the meeting at 12:15 pm.

Councillor Adam Veri entered the meeting at 12:17 pm.

2. Approval of the Agenda

The agenda was reviewed and there were no additions to the agenda.

MOTION

Moved by: Councillor Doug Brunton

Seconded by: Nathan Kolomaya

That the agenda for the Simcoe BIA Board of Management meeting of March 11, 2026, be approved.

Motion Carried

3. Declarations of Pecuniary Interest / Conflict of Interest

There were no declarations of pecuniary interest / conflict of interest.

Acceptance of the Board of Management Meeting Minutes of February 11, 2026

MOTION

Moved by: Councillor Doug Brunton

Seconded by: Marianne Ward

That the minutes of the Board of Management meeting held on February 11, 2026, be approved.

Motion Carried

4. Business Arising From the Minutes

Items will be discussed under other business.

5. Correspondence

6. 6a. Email from Board Member Laura Downey re: Resignation from the Board

The email from Laura Downey was discussed and the board commented on Laura's commitment to the Simcoe BIA and the work that she did while on the board.

6b. Letter Dated March 9, 2026, to Norfolk County Bylaw Enforcement and the Grand Erie Public Health re: Building Concerns at 34 Norfolk St. South and 58 Peel St, Simcoe

Les commented on the letter and summarized his discussions with the public health inspector from the Grand Erie Public Health. The building concerns will be dealt with by Norfolk County staff.

MOTION

Moved by: Marianne Ward

Seconded by: Nathan Kolomaya

That correspondence be received as information, and further that, a letter be sent to Laura Downey thanking her for her participation on the Board of Management and her commitment to our downtown.

Motion Carried

7. Committee Reports

7a. Executive Committee

The Executive Committee met following the Board of Management meeting on February 11, 2026, to finalize an employee's employment agreement.

7b. Beautification Committee

Marianne Ward reported that the committee met with Dave Hockley, Hockley Landscaping, to discuss the street level planters. Suggestions were made about what to include in the planters for the three seasons. The hanging baskets were discussed as well. The committee also requested that Hockley's do the mulching again this year. The Drive-Thru Art Gallery, painted banner program, is ready for 2026. The theme this year is "My Norfolk – An Artist's View of Norfolk County". Les provided information on the three murals that will be completed this year. The committee mentioned that they would like to see the large Christmas balls in the trees at the side of the CIBC building. Les will get the cost of these and bring it back to committee.

MOTION

Moved by: Councillor Alan Duthie

Seconded by: Nathan Kolomaya

That the Beautification Committee report for the month of March 2026 be received as information.

Motion Carried

7c. Communications / Events Committee

Les mentioned that the committee did not meet. A discussion about communications and events will take place under item 9f Schedule of Events and Promotions 2026.

8. Financial Report

8a. Les provided the board with a copy of the cheque register for the month of February 2026. He explained some of the expenditures and responded to questions.

8b. The Board was also provided with the 2026 Budget and Projections to Year End as of February 28, 2026.

8c. The Board was provided with the report on the projects that are being funded from the reserve funds in 2026.

MOTION

Moved by: Nathan Kolomaya

Seconded by: Marianne Ward

That the financial report for the month of February 2026 be received as information.

Motion Carried

9. Other Business / Round Table

9a. 2025 Audit Update

Les provided an update on the 2025 audit.

9b. Memorandum of Understanding Between the Simcoe BIA and Norfolk County Update

Les provided an update on the draft Memorandum of Understanding between the Simcoe BIA and Norfolk County. He is working with some samples from other BIA's to assist in drafting ours. He will be contacting the Al Meneses, CAO for Norfolk County, to get some direction on how they would like to handle this.

9c. Downtown Simcoe BIA Community Improvement Plan - Update

The Board approved the Downtown Simcoe BIA Community Improvement Plan at their February 11, 2026, meeting. Les is now working on the application which will be very similar to Norfolk County's application.

Les mentioned that this program will require a budget amendment for the use of \$20,000 from our reserve funds. Les will be forwarding the request to the Clerk's Department and the Finance staff.

9d. Potential New Board Member - Update

Jason Doyle's name was brought forward for consideration of joining the Board of Management. Jason is the co-owner of The World of Plumbing.

MOTION

Moved by: Councillor Alan Duthie

Seconded by: Nathan Kolomaya

That Jason Doyle, co-owner of the World of Plumbing, be recommended to Norfolk County Council for appointment to the Board of Management for the Simcoe BIA.

Motion Carried

9e. Reminder of New Meeting Schedule – For information

Les reminded the board members that the new meeting schedule starts in April. The Board of Management meetings will be held on the second Tuesday of the month beginning at 8:00 am. The Committee-of-the-Whole meetings will take place on the fourth Tuesday of the month beginning at 8:00 am.

9f. Schedule of Events and Promotions for 2026

The board reviewed the schedule of events and promotions for 2026. On Saturday August 22, the BIA will be partnering with the Simcoe Lions Club on a fundraising chicken barbeque to be held on Argyle St. JK's Restaurant will be having their 2nd Annual Cultural Extravaganza on Saturday August 8.

10. Next Meeting Dates

The meeting dates listed on the agenda were reviewed.

11. Meeting Adjourned

Moved by: Nathan Kolomaya

Seconded by: Marianne Ward

That the Simcoe BIA Board of Management meeting of March 11, 2026, be adjourned at 12:59 pm.

Motion Carried