



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

**DATE:** Wed. February 11, 2026    **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 December 10, 2025 and the Planning Meeting Notes of January 14, 2026 (5 min)
5. **12:15 PM** Business Arising From The Minutes (5 min)
6. **12:20 PM** Correspondence (10 min)
  - a) Email to Al Meneses, CAO, Norfolk County, dated Feb. 3, 2026 re: The Future of Lynwood Arts Centre
7. **12:30 PM** Committee Reports for Board Discussion (20 min)
  - a) Executive Committee – Did not meet
  - b) Beautification Committee – Meeting held on Tuesday Jan 6 and Feb 3, 2026
  - c) Communications/Events Committee – Meeting held on Friday Jan 9 and Feb 6, 2026
8. **12:50 PM** Financial Report (10 min)
  - a) Cheque Report for the Month of January 2026 - See attached
  - b) 2026 Budget and Projections to Year End as of January 2026 - See attached
  - c) Expenditures From Reserve Funds (final) – See attached
9. **1:00 PM** Other Business / Round Table (20 min)
  - a) 2024 Audited Financial Statements – Motion to Approve the 2024 Statements
  - b) 2025 Audit - Update
  - c) Memorandum of Understanding Between the Simcoe BIA and Norfolk County – see attached notes
  - d) Policy for the Use of Reserve Funds – see attached notes
  - e) Downtown Simcoe BIA Community Improvement Plan for Review – see attached
  - f) Downtown Revitalization Coordinator – update on the Rural Economic Development Fund Application – see attached notes
  - g) Sponsorship for the Simcoe & District Chamber of Commerce Innovation Frontier Forum on April 9, 2026, in Delhi – see attached notes
10. **1:20 PM** Next Meeting Dates (5 min)
  - Board of Management Meeting – Wednesday March 11, 2026 – 12:00 PM
  - Beautification Committee Meeting – Tuesday March 3, 2026 – 11:30 AM
  - Communications/Events Committee Meeting – Friday March 6, 2026 – 11:30 AM
  - Executive Committee Meeting – At the Call of the Chair
11. **1:30 PM** Adjournment

