



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

DATE: Wed. November 12, 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 October 8, 2025 (5 min)
5. **12:15 PM** Business Arising From The Minutes (5 min)
6. **12:20 PM** Correspondence (10 min)
 - a) Email From Constable Andrew Gamble, Norfolk County, re Community Consultation
7. **12:30 PM** Committee Reports for Board Discussion (20 min)
 - a) Executive Committee – Did not meet
 - b) Beautification Committee – Meeting held on Thursday November 6, 2025
 - c) Communications/Events Committee – Meeting held on Friday November 7, 2025
8. **12:50 PM** Financial Report (10 min)
 - a) Cheque Report for the Month of October - See attached
 - b) 2025 Budget and Projections to Year End as of October 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) The Downtown Simcoe BIA 2026 Operating Budget – See options for discussion
 - b) Update on the Waste Collection Provided by the Downtown Simcoe BIA – See notes
 - c) Strategic Plan for the Downtown Simcoe BIA Area – See notes
 - d) Canada Summer Jobs Program – Applications due December 11, 2025 – See notes
 - e) Requirements for the Annual Meeting on November 26, 2025 – See notes
 - f) Election of Officers – See notes
 - g) Set a Date for the Annual Planning Day – Board Meeting Day – January 14, 2026?
 - h) Christmas Office Closure – Monday December 22, 2025 to Friday January 2, 2026
10. **1:20 PM** Next Meeting Dates (5 min)
 - Board of Management Meeting – Wednesday December 10, 2025 – 12:00 PM
 - Beautification Committee Meeting – Tuesday December 2, 2025 – 11:30 PM
 - Communications/Events Committee Meeting – Friday December 5, 2025 – 11:30 AM
 - Executive Committee Meeting – At the Call of the Chair
11. **1:30 PM** Adjournment