



**Downtown Simcoe Business Improvement Area  
Board of Management Meeting**  
**DATE:** Wed. August 13, 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 July 9, 2025 (5 min)
- 5. 12:15 PM** Business Arising From The Minutes (5 min)
- 6. 12:20 PM** Correspondence (10 min)
  - a) Request for Sponsorship From The Routes to Routes Film Festival – see attached
- 7. 12:30 PM** Committee Reports for Board Discussion (20 min)
  - a) Executive Committee – Did not meet
  - b) Beautification Committee – Meeting held on July 29, 2025
  - c) Communications/Events Committee – Meeting held on August 8, 2025
- 8. 12:50 PM** Financial Report (10 min)
  - a) Cheque Report for the Month of July - See attached
  - b) 2025 Budget and Projections to Year End as of July 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) Discussion About the Operation of the Simcoe BIA's Security Cameras
  - c) Update on the Waste Collection by the Downtown Simcoe BIA
  - d) Lighting for the Street Light Posts – Approval to purchase and install
  - e) Norfolk County 2026 Budget Timetable
  - f) BIA Website Redevelopment – Josh Parsons to present for Communications Cttee
  - g) Board Member Recruitment for the Two Vacant Positions
  - h) Follow up Meeting to the Planning Meeting Held in January 2025
- 10. 1:20 PM** Next Meeting Dates (5 min)
  - Board of Management Meeting – Wednesday September 10, 2025 – 12:00 PM
  - Beautification Committee Meeting – Wednesday September 3, 2025 – 12:15 PM
  - Communications/Events Committee Meeting – Friday Sept. 5, 2025 – 11:30 AM
  - Executive Committee Meeting – At the Call of the Chair
- 11. 1:30 PM** Adjournment