



WINGHAM BUSINESS IMPROVEMENT AREA GENERAL MEETING AGENDA

Date: December 18, 2025

Time: 6:30 pm

Location: North Huron Westcast Community Centre – Hot Stove Lounge

Members Present: Dave Tiffin, Chair
Ryan Fergusson
Paul Heffer
Mitch Wright
Doug Kuyvenhoven
Amanda Martyn, Secretary

Regrets: Jim Snyder

Others Present:

Call to Order:

General Discussion:

Adjournment:

=====

WINGHAM BUSINESS IMPROVEMENT AREA BOARD MEETING AGENDA

Date: December 18 ,2025

Time: 6:30pm

Location: North Huron Westcast Community Centre – Hot Stove Lounge

1. CALL TO ORDER

2. CONFIRMATION OF THE AGENDA

Moved By: Ryan Fergusson

Seconded By: Doug Kuyvenhoven

THAT the Wingham BIA Board hereby accept the Agenda as presented for the December 18, 2025 meeting.

CARRIED

3. DISCLOSURE OF PECUNIARY INTEREST

None

4. MOTION TO RECEIVE MINUTES OF PRIOR MEETING

Moved By: Ryan Fergusson

Seconded By: Doug Kuyvenhoven

THAT the Wingham BIA Board hereby adopts the minutes of the November 20, 2025 meeting, as presented.

CARRIED

5. PUBLIC MEETINGS/DELEGATIONS

6. FINANCIAL REPORT

Moved By: Doug Kuyvenhoven

Seconded By: Mitch Wright

a. Financial Statements Review

-summary was emailed out to members ahead of meeting

-income & expenses: \$37K income (28K last year), increase due to the Red Grant and digital sign ads. Income/expenses is out by approximately \$5000.00, this is due to some late invoicing but should balance again next month.

-digital sign expenses: \$29K has been spent already for the new sign, broken down is \$23/\$24K is the Cox Signs expenditure. Of the \$67.8K budget (still have \$38K left in the budget).

-other expenses: Nothing has been spent on audit yet. Generic advertising \$500 for BIA. BIA has also been running winter wonderland campaign. We did request a breakdown as to where the \$2000 in prizes for Winter Wonderland campaign were going. \$1000 first prize, \$500 second prize, \$250 x 2 (maybe a little more push in advertising to drive interest next year, as this is a great prize!). We are \$1000 ahead on income/expenses right now, but some of December advertising is yet to be billed

b. Cheques written

-list presented: Seaforth Marching Band, Firefighters (fireworks insurance), it appears that the Lions will be paying for the parade insurance, keeping expenses even between the groups

7. NORTH HURON COUNCIL REPORT

-Budget – Went through it in good time. Annette Fletcher, permanent director of finance (CPA). A good budget was presented. Looking at a 3.9% increase. A lot of capital work going on and \$2M for a new grader East Wawanosh. Minimal questions were presented and it seemed to make sense. Staff now works with the reeve prior to going to council (background work) and then council can propose any changes. No changes and adopted as is, getting tenders out early which is good. A busy year ahead, with major projects: sewer in Blyth and streets in Wingham.

-Recycling – new provincially mandated major shift. Discussed quite a bit and reviewed all options. A poll went to retailers (not a huge response, and mixed). The blue box program was always a residential focused program.

The new system is automated with QR codes assigned to specific houses through MPAC. The program is going back to its original intent. The town will readdress again in Q1 of 2026 and until then wait and see what needs are. WM bins, can be set up through WM but it does cost monthly. There are a few other options to consider as well. Wheely bins may not be available until the end of 2026 (due to processing delays of rolling the program out province wide).

-Vance Fund -funds received towards repairing the ball diamond lights as well as arena upgrades (sound system and seating)

8. ANNUAL GENERAL MEETING

a. Date/Time – Thursday, February 19th 2026 at 7:00 p.m.

Small Lounge has been booked

b. Budget – 2026

Expense Discussion:

- we had reduced BIA advertising to \$500 (for generic ads), we are going to increase this back to \$1000
- OBIAA & Chamber Membership – we do not seem to be getting a lot of value out of it and therefore reducing budget to \$250 for OBIAA Membership only
- Curb appeal left at \$1500
- Main Street Improvements \$0 (other projects listed separately)
- Community Events & Sponsorships - we should really put an upper limit on this section of budget (insurance - \$2000). We will possibly drop this down from \$4000 proposed back to \$3000.
- AGM – budget is \$200, likely will reduce this to \$100
- Festival of Lanterns - \$2000 (this will stay the same)
- Office Supplies & Postage, reduce to \$250
- Security Cameras – looking at a grant incentive program (ie. working with healthy computers) to support 25x\$100 towards camera installation on the main street. Requirement to sign up with OPP program. If business owners want more it will be at their own expense
- Tourism website *optional (a summer student? a paid position? Maybe apply for a grant) – job will entail going around to take photos and create a visit Wingham website
- pull \$41K from reserves to make proposed 2026 budget work, we do have the cashflow to do this. In 2025 we didn't have to pull the \$55K out of reserves for 2025 as planned.

A motion was made to cap the insurance budget for fireworks at \$2000

Motion to Accept: Doug Kuyvenhoven

Seconded By: Mitch Wright

Abstained from Vote: Ryan Fergusson

CARRIED

A motion was made to give Ashley \$200 BIA bucks for her work this year on the digital signs

Motion to Accept: Ryan Fergusson

Seconded By: Dave Tiffin

CARRIED

Agenda - WIP

c. Awards – Work In Progress

- lifetime achievement (chosen)
- volunteer (chosen)
- civic improvement (tabled)
- new businesses (being reviewed)

d. Notices to membership

Township to assist 3 weeks prior. Will include the agenda, proposed budget and minutes from last year. Dave will work with Carson on this.

e. Board Members

Looking for ideas for 1-3 new members to try it out for 1 year.

f. Project Updates

Out tourism website (map etc put off until 2027), new digital sign in works, painting projects, security cameras etc. all noted above

9. VANCE FUND UPDATE

-addressed above, discussed council concerns

10. OTHER BUSINESS

-top right of the digital sign (south) still not working the best (unsure if it's a specific ad, or the sign issue), Doug will take a look

11. CLOSED SESSION (IF REQUIRED)

12. ADJOURNMENT

Moved By: Dave Tiffin

Seconded By: Ryan Fergusson

THAT the Wingham BIA Board agrees that there being no further business before the Board, the meeting adjourn at 7:50pm.

Next meeting – Thursday, January 15, 2026

CARRIED

Chair

Secretary