



MINUTES OF THE WINGHAM BUSINESS IMPROVEMENT AREA GENERAL MEETING

Date: September 18, 2025

Time: 6:30 pm

Location: North Huron Wescast Community Centre – Hot Stove Lounge

Call to Order: 6:32 pm

General Discussion: None

Adjournment: 6:33pm

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MINUTES OF THE WINGHAM BUSINESS IMPROVEMENT AREA BOARD MEETING

Date: September 18, 2025

Time: 6:33 pm

Location: North Huron Wescast Community Centre – Hot Stove Lounge

Members Present:

Dave Tiffin, Chair
Doug Kuyvenhoven, Treasurer
Jim Snyder
Mitch Wright
Ryan Fergysson
Amanda Martyn, Secretary

Regrets:

Paul Heffer

Others Present:

Douglas Borowski

1. CALL TO ORDER: 6:31pm

2. CONFIRMATION OF THE AGENDA

Moved By: Mitch Wright

Seconded By: Doug Kuyvenhoven

THAT hereby accept the Agenda, as presented, for the September 18th, 2025 meeting.

CARRIED

3. DISCLOSURE OF PECUNIARY INTEREST - None Noted

4. MOTION TO RECEIVE MINUTES OF PRIOR MEETING

Moved By: Doug Kuyvenhoven

Seconded By: Mitch Wright

THAT the Wingham BIA Board hereby adopts the minutes of the August 21st, 2025 meeting, as presented.

CARRIED

5. PUBLIC MEETINGS/DELEGATIONS – Nothing to report

6. FINANCIAL REPORT

a. Financial Statements Review

Moved By: Doug Kuyvenhoven

Seconded By: Ryan Fergusson

Sent out as of the end of August for review: accounts receivable is down, payables \$1,500 (HST owing). From January-August we had income from membership fees, digital sign ad income, and grants (red grant). Levies are expected to be issued this month (to be reported in October). Budget vs Actual (page 3) – we moved funds from reserves plus the incoming levies will be for the new digital sign (to be talked about under projects). Invoice received from the firefighters for the insurance on the fireworks (once paid this could leave us tight on budget for parade marching band, but we do have some excess funds elsewhere to pull from if needed). Christmas decorations (new gingerbread people) and Christmas light repairs budget \$1,500. There are no snowflakes needed fixing this year. They are out of used snowflakes for the extra poles (Doug will be obtaining a quote on new ones) and Sepoy is putting the receptacles in shortly. The banner brackets with ring clamps have been ordered. It has cost \$1,800/year to power the digital sign, we have reduced costs by shutting it down at night (12-5am).

CARRIED

b. Cheques written – List was provided – flowers have been paid and BIA buck reimbursements

c. Digital Sign advertising update – Around \$1,800 in income for September, Stratford Memorials, Royal Homes, Noah's Pizza etc.

d. 2nd Digital Sign update –

Moved By: Doug Kuyvenhoven

Seconded By: Mitch Wright

The idea is that income from ads will increase. On August 5th –a request for proposal was sent out; Specifications is matching the existing sign at the north end of town. 5 different local companies we requested for quote. Two returned – Cox \$52,492 + HST, Excellent Signs Group \$59,550+HST. Cox is the same company used for the existing sign. Final total cost estimated at \$65-\$70K (close to budget). We will have enough cash to do it, may run slightly over proposed

budget. Timing, if approved, is a sign permit push, and find out from Cox when we place the order how long until we have the sign. Motion that the Wingham BIA proceed with purchasing a two-sided digital sign from Cox Sign for \$52,492 + HST to be installed at 405 Josephine Street.

CARRIED

e. BIA Bucks – Sales Discussion

Moved By: Ryan Fergusson

Seconded By: Jim Snyder

Typically the BIA has been running an annual sale. Usually November-December. We did put this in the budget for 2025. 10% discount on BIA books (a \$200 book of coupons can be purchased for \$180 with up to a 30K limit on sales). Limit of \$5000/business and \$1000/individual. Running November-December 24th. Promotes local spending.

CARRIED

7. NORTH HURON COUNCIL REPORT

a. Theater House Manager Update – This will be formalized as a stand alone position. Will likely be advertised as part-time. We have volunteers in town that would be willing to do the training (considered a volunteer as an unpaid staff member). Was put into the motion to search out to see if people want to apply (unsure what this looks like for recruiting or if there is a posting).

-Blyth 150th (2027) – Group wanted to reserve the weekend - Canada Day long weekend. Asked for in kind donations (arena, ball diamond, campground – for the week leading up to it). Some of these costs would be significant - they are looking at supporting everything except for the campground.

-Theatre Rental Policy – Food and drink are now cleared for sales (similar to Blyth). Green Room would be available. They have standardized the notice period (hold period) to 2 days before. CAO would like a structure where phone ins are looked after immediately, and having a backup booker. Some logistic still need figured out - for example finding volunteers with smart serve etc. A suggestion was made that if the house manager was volunteer or part-time they may still want a couple of people (2-3). The Community Events Coordinator would work with the House Manager(s) to ensure they were available for the specified dates

8. CURB APPEAL

- a. Cruickshank Park Clock** – it is not working again (each side has a different time and neither are correct). A complaint has been logged.
- b. Visual Pads** – These are torn and peeling, on the corner. We do have some sight impaired citizens. It is on the list to get done, however will be pushing it as urgent as this is a safety/liability issue.

- c. **Painting Volunteers** – A big thank you to our amazing volunteer paint crew! They just finished an additional two projects (the back of Huron Optometric, and the flag poles at the Legion). Thank you for your hard work - retired for 2025.

9. EVENTS UPDATE

a. **Spirit Walk – September 12**

b. **Festival of Lanterns – October 24**

10. VANCE FUND UPDATE

In regards to a stone to commemorate the park in their honour. We have reached out to the Historical Society to see if they would be willing to submit an application for this. They gathered all the information and will be taking it to their committee next meeting.

11. OTHER BUSINESS

-Community Spirit Showcase - Celebrating Volunteerism in North Huron. Wednesday November 5th 6:30pm at the Blyth Memorial Community Hall. They are looking for all individuals who volunteer in groups within the community. RSVP needed.

-150th Anniversary of Howson and Howson – Blyth on September 23rd Networking Event

-Stores Closing: Beer Store, Candy Corner, Two Steps, Cornerstone

12. CLOSED SESSION (IF REQUIRED)

13. ADJOURNMENT

Moved By: Dave Tiffin

Seconded By: Mitch Wright

Next meeting is Thursday October 16th 2025.

THAT the Wingham BIA Board agrees that there being no further business before the Board, the meeting adjourn at 7:49pm.

CARRIED

Chair

Secretary