



**Grimsby Downtown Business Improvement Area (BIA)**

**Meeting Date: July 9, 2025**

**Meeting Time: 9 a.m.**

**Meeting Place: Teddy's Sports Bar, 30 Main Street West, Grimsby**

**Agenda**

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- 1. Call the Meeting to Order**
- 2. Approval of the Agenda**
- 3. Declarations of Pecuniary and Non-Pecuniary Interests**
- 4. Business Arising from Previous Minutes**
- 5. Approval of the Minutes**
  - a. GDBIA Meeting - June 25, 2025 (Attachment Included)
- 6. Delegations and Presentations**
  - a. Daniel Glasbergen, KPMG – Audit Presentation
- 7. Chamber of Commerce Update – Rebecca Shelley**
- 8. Financial Update (Attachments Included)**
  - a. Audit (Attachment Included)
  - b. Budget Process Update (Attachments Included)
- 9. Chair's Report**
- 10. Governance**
  - a. GDBIA Proxy Voting Policy (Attachment Included)
- 11. Events**
  - a. Halloween Update
  - b. Story Walk Update
  - c. Music on the Forty
  - d. Comedy Nights
- 12. Beautification, Revitalization and Maintenance**
  - a. Canada Day Flags Update

### **13. Communications**

- a. Ontario Ministry of the Environment, Conservation and Parks – Response to Letter (Attachment Included)

RE: Recycling Collection

### **14. New Business**

### **15. Next Meeting**

The next meeting of the GDBIA is scheduled for Wednesday August 13, at 9 a.m.

### **16. Closed Session**

- a. Downtown Reimagined Communications Strategy Request for Proposals

Pursuant to Section 239(i) of the Municipal Act, a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization.

- b. Closed Session Minutes – June 25, 2025

### **17. Back to Open Session**

### **18. Adjournment**



**Grimsby Downtown Business Improvement Area  
Open Session Meeting Minutes  
Meeting Date & Time: June 25, 2025; 10 a.m.  
Teddy's Sports Bar, 30 Main Street West, Grimsby**

<b>Board Members:</b>	Simon Duong, Chair Ben Burns Christine Kempf Lisa Sproston Daniel Vandersteen
<b>Absent:</b>	Mark Woods, Vice Chair Mayor Jordan Councillor Davoli Chris Mindorff
<b>Staff:</b>	Amanda MacDonald, GDBIA Executive Director Dylan Carr, Events Coordinator
<b>Others:</b>	Victoria Steele, Town Clerk (exited at 10:20 a.m.) Noah Nickel, Committee Coordinator

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**1. Call the Meeting to Order**

The meeting was called to order at 10:09 a.m.

**2. Approval of the Agenda**

The agenda was amended at the request of the Chair to remove Item 8a – delegation from Tracy Borlase regarding Harmony Jewelers.

**BIA-25-044**

**Moved by:** Daniel Vandersteen

**Seconded by:** Christine Kempf

Resolved that the agenda for the June 25, 2025, Grimsby Downtown BIA board meeting be approved as amended.

**CARRIED**

### **3. Declarations of Pecuniary and Non-Pecuniary Interests**

There were no pecuniary or non-pecuniary interests that were declared.

### **4. Closed Session**

#### **BIA-25-045**

**Moved by:** Christine Kempf  
**Seconded by:** Daniel Vandersteen

Resolved that the GDBIA meet in closed session under:

- Section 239(i) of the Municipal Act, a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization, specifically regarding the Website Design, Development & Hosting RFP submissions; and
- Section 239(k) of the Municipal Act, a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board, specifically regarding the Memorandum of Understanding between the Town of Grimsby and the Grimsby Downtown BIA.

**CARRIED**

### **5. Open Session**

#### **BIA-25-046**

**Moved by:** Christine Kempf  
**Seconded by:** Daniel Vandersteen

Resolved that the Memorandum of Understanding between the Town of Grimsby and the Grimsby Downtown BIA be approved, pending approval by the Council of the Town of Grimsby.

**CARRIED**

**BIA-25-047**

**Moved by:** Christine Kempf

**Seconded by:** Ben Burns

Resolved that the Website Design, Development and Hosting request for proposals be received; and,

1. That the Executive Director be directed to procure a vendor for the website design, development and hosting project, up to a maximum cost of \$5,000, to be taken out of the "Construction Programming" 2025 budget line item.

**CARRIED**

**6. Business Arising from Previous Minutes**

There was no business arising from previous minutes.

**7. Approval of the Minutes**

**BIA-25-048**

**Moved by:** Christine Kempf

**Seconded by:** Daniel Vandersteen

Resolved that the following meeting minutes be approved:

- Grimsby Downtown BIA Meeting – May 14, 2025

**CARRIED**

**8. Delegations and Presentations**

**a. Tracy Borlase, Harmony Jewelers**

This item was removed from the agenda.

## **9. Chamber of Commerce Update – Rebecca Shelley**

Rebecca Shelley, Executive Director of the Grimsby and District Chamber of Commerce, provided a brief update on the activities of the Chamber of Commerce which included:

- Hosting Business Connect: The Economic Exchange, on Thursday June 26 at 5 – 7 p.m.;
- Preparing for the Small Business Awards;
- Continuing work on educational programming for the Chamber's members.

## **10. Financial Update – Key Financial Highlights, Overview of Current Audit Status, and Annual Survey Update**

Member Vandersteen provided a brief financial update, which addressed:

- The Year-to-Date budget report, as attached to the agenda, is near completion, with only minor adjustments left to be made to it;
- The audit has been completed without any concerns raised by the auditors;
- The annual survey is complete, and work continues creating marketing and advertising materials for the survey. It will be published after Canada Day to ensure the greatest level of exposure and engagement.

## **11. Chair's Report**

Chair Duong provided his Chair's Report, which included thanking everyone who contributed to and those who attended The Happening.

## **12. Marketing**

### **a. Updated Branded Materials and Strategies**

The board briefly deliberated which of the four options for the updated branded materials and strategies for the Grimsby Downtown BIA they wished to move forward with.

**BIA-25-049**

**Moved by:** Daniel Vandersteen

**Seconded by:** Ben Burns

Resolved that the Board approve option one for the updated branded materials and strategies.

**CARRIED**

**b. OBIAA Mobile**

Amanda MacDonald, Executive Director, provided a brief explanation of the opportunity to purchase a mobile during the OBIAA Conference in St. Catharines in 2026, which would provide a shuttle for attendees to downtown Grimsby during the conference.

**BIA-25-050**

**Moved by:** Daniel Vandersteen

**Seconded by:** Christine Kempf

Resolved that the Executive Director be directed to gather more information on the opportunity to secure a mobile during the 2026 OBIAA Conference.

**CARRIED**

**13. Events – Comedy Nights, Music on the Forty, Happening Recap**

Amanda, provided a brief update on the ongoing and upcoming events that the Grimsby Downtown BIA is involved in organizing, which included:

- Comedy Nights set to begin in August;
- Music on the Forty events currently taking place that have thus far been successful;
- The success of the Happening, and the Memorandum of Understanding between the Grimsby Downtown BIA and the Happening will be discussed at a later board meeting.

## **14. Beautification, Revitalization and Maintenance**

Amanda provided a brief update on the Grimsby Downtown BIA's beautification efforts, which included:

- The flowers that the Grimsby Downtown BIA ordered have been delivered and placed in the appropriate containers in the downtown area; and,
- The installation of the Canadian Flags for the Canada Day Flag project is set to begin Thursday, June 26, and will conclude on Friday, June 27.

Member Vandersteen inquired about a provincial grant program to fund the Grimsby Downtown BIA's winter holiday lights for the 2025 holiday season.

Amanda indicated that funding for this grant program has been announced by the provincial government, but the application period has yet to begin. Once it begins, Amanda will ensure that the Grimsby Downtown BIA submits an application.

## **15. International Plowing Match**

### **a. Update**

Chair Duong provided an update on the Grimsby Downtown BIA's plans to attract International Plowing Match attendees to the downtown area.

This included:

- The farmer's market will be extended to 8 p.m., and that additional entertainment will be hired for the evening; and,
- The efforts to secure a shuttle service are ongoing with the Town of Grimsby.

Work is underway to ensure that the International Plowing Match is well communicated to the Grimsby Downtown BIA's members ahead of the event taking place, to ensure they are logistically prepared for the interruption that the event is expected to present. Some of this work will be undertaken with support from the Town of Grimsby. It was also suggested that the Board consider collaborating with the Grimsby and District Chamber of Commerce.



## **b. Beautification Competition**

Amanda provided a brief explanation of the Beautification Competition that has been announced as part of the events to prepare for the International Plowing Match.

## **16. New Business**

There was no new business from members of the Grimsby Downtown BIA board.

## **17. Next Meeting**

Chair Duong noted that the next meeting of the Grimsby Downtown BIA board is scheduled for Wednesday, July 9 at 9 a.m.

## **18. Adjournment**

The meeting was adjourned at 11:05 a.m.

# Balance Sheet

## Grimsby Downtown Improvement Area

As of June 14, 2025

DISTRIBUTION ACCOUNT	TOTAL
<b>Assets</b>	
Current Assets	
Cash and Cash Equivalent	
Chequing	129,723.07
<b>Total for Cash and Cash Equivalent</b>	<b>\$129,723.07</b>
Accounts Receivable (A/R)	
Accounts Receivable (A/R)	11,007.36
<b>Total for Accounts Receivable (A/R)</b>	<b>\$11,007.36</b>
GIC Contribution	5,000.00
Invested in Capital Assets -DIA	-1,916.43
Prepaid expenses	1,903.37
Year End Surplus/Deficit	-13,720.36
<b>Total for Current Assets</b>	<b>\$131,997.01</b>
Non-current Assets	
Property, plant and equipment	
Equipment	\$20,901.55
Accum Amortization	-18,985.00
<b>Total for Equipment</b>	<b>\$1,916.55</b>
<b>Total for Property, plant and equipment</b>	<b>\$1,916.55</b>
<b>Total for Non-current Assets</b>	<b>\$1,916.55</b>
<b>Total for Assets</b>	<b>\$133,913.56</b>
<b>Liabilities and Equity</b>	
Liabilities	
Current Liabilities	
Accounts Payable (A/P)	
Accounts Payable (A/P)	
<b>Total for Accounts Payable (A/P)</b>	<b>0</b>
Credit Card	
BMO Commercial Mastercard	1,007.04
<b>Total for Credit Card</b>	<b>\$1,007.04</b>
Downtown Improvement Area Levy 2	-1,088.47
GST/HST Payable	-3,078.14
GST/HST Suspense	
Payroll Liabilities	-\$10,642.38
Federal Taxes	-921.02
Ontario WSIB	-263.15
<b>Total for Payroll Liabilities</b>	<b>-\$11,826.55</b>
<b>Total for Current Liabilities</b>	<b>-\$14,986.12</b>
Non-current Liabilities	
Downtown Improvement Area Levy 1	86,404.60
Due To/From General Fund	-13,755.66
<b>Total for Non-current Liabilities</b>	<b>\$72,648.94</b>
<b>Total for Liabilities</b>	<b>\$57,662.82</b>

# Balance Sheet

## Grimsby Downtown Improvement Area

As of June 14, 2025

DISTRIBUTION ACCOUNT	TOTAL
Equity	
Retained Earnings	-81,249.12
Profit for the year	2,158.25
BIA Projects & Stabilization Reserve	183,495.36
Opening Balance Equity	-18,173.86
Transfers to Reserves	-9,979.89
<b>Total for Equity</b>	<b>\$76,250.74</b>
<b>Total for Liabilities and Equity</b>	<b>\$133,913.56</b>

# Profit and Loss

## Grimsby Downtown Improvement Area

January 1-June 14, 2025

DISTRIBUTION ACCOUNT	TOTAL
Income	
BIA Levy	43,965.91
Grants	8,339.00
Uncategorized Income	111.71
<b>Total for Income</b>	<b>\$52,416.62</b>
Cost of Goods Sold	
<b>Gross Profit</b>	<b>\$52,416.62</b>
Expenses	
Advertising	\$620.61
Misc. Advertising	57.29
Print & Digital Advertising	212.95
<b>Total for Advertising</b>	<b>\$890.85</b>
Bank charges	263.83
Legal and professional fees	0
Bookkeeping & Accounting	787.50
<b>Total for Legal and professional fees</b>	<b>\$787.50</b>
Office expenses	\$626.34
Memberships & Subscriptions	207.01
<b>Total for Office expenses</b>	<b>\$833.35</b>
Other general and administrative expenses	0
Meeting Expenses	450.00
Memberships & Subscriptions	292.00
Website	239.99
<b>Total for Other general and administrative expenses</b>	<b>\$981.99</b>
Payroll Expenses	\$456.34
Taxes	901.41
Wages	30,840.69
<b>Total for Payroll Expenses</b>	<b>\$32,198.44</b>
Shipping and delivery expense	25.04
<b>Total for Expenses</b>	<b>\$35,981.00</b>
Other Income	
Other Expenses	
DIA Special Events	\$2,471.45
Winter Event	-400.00
<b>Total for DIA Special Events</b>	<b>\$2,071.45</b>
Downtown Beautification	\$2,239.81
Decoration Planters/Hanging Baskets	3,587.50
<b>Total for Downtown Beautification</b>	<b>\$5,827.31</b>
Events	6,378.61
<b>Total for Other Expenses</b>	<b>\$14,277.37</b>
<b>Profit</b>	<b>\$2,158.25</b>



# Grimsby Downtown Improvement Area

## Budget vs. Actuals

January - May, 2025

	TOTAL				
	ACTUAL	BUDGET	REMAINING	% OF BUDGET	% REMAINING
Income					
BIA Levy	43,965.91	87,350.00	43,384.09	50.33 %	49.67 %
Grants	8,339.00	163,000.00	154,661.00	5.12 %	94.88 %
Services	9,733.00		-9,733.00		
Sponsorships		10,000.00	10,000.00		100.00 %
Transfer from Reserves		87,520.00	87,520.00		100.00 %
Uncategorized Income	111.71		-111.71		
<b>Total Income</b>	<b>\$62,149.62</b>	<b>\$347,870.00</b>	<b>\$285,720.38</b>	<b>17.87 %</b>	<b>82.13 %</b>
GROSS PROFIT	<b>\$62,149.62</b>	<b>\$347,870.00</b>	<b>\$285,720.38</b>	<b>17.87 %</b>	<b>82.13 %</b>
Expenses					
Advertising	536.65		-536.65		
Member Promotion Advertising		4,700.00	4,700.00		100.00 %
Misc. Advertising	57.29	16,200.00	16,142.71	0.35 %	99.65 %
Print & Digital Advertising	212.95	6,200.00	5,987.05	3.43 %	96.57 %
<b>Total Advertising</b>	<b>806.89</b>	<b>27,100.00</b>	<b>26,293.11</b>	<b>2.98 %</b>	<b>97.02 %</b>
Bank charges	263.83	150.00	-113.83	175.89 %	-75.89 %
Charitable Rebates		300.00	300.00		100.00 %
Insurance		4,000.00	4,000.00		100.00 %
Legal and professional fees					
Audit Fees		3,000.00	3,000.00		100.00 %
Bookkeeping & Accounting	787.50	3,000.00	2,212.50	26.25 %	73.75 %
<b>Total Legal and professional fees</b>	<b>787.50</b>	<b>6,000.00</b>	<b>5,212.50</b>	<b>13.13 %</b>	<b>86.88 %</b>
Office expenses	743.34		-743.34		
Contracted Services		1,000.00	1,000.00		100.00 %
Memberships & Subscriptions	207.01		-207.01		
<b>Total Office expenses</b>	<b>950.35</b>	<b>1,000.00</b>	<b>49.65</b>	<b>95.04 %</b>	<b>4.97 %</b>
Other general and administrative expenses					
Meeting Expenses	450.00	500.00	50.00	90.00 %	10.00 %
Memberships & Subscriptions	292.00	1,500.00	1,208.00	19.47 %	80.53 %
Stationary, Supplies & Computers		400.00	400.00		100.00 %
Website	239.99	400.00	160.01	60.00 %	40.00 %
<b>Total Other general and administrative expenses</b>	<b>981.99</b>	<b>2,800.00</b>	<b>1,818.01</b>	<b>35.07 %</b>	<b>64.93 %</b>
Payroll Expenses	260.46		-260.46		
Taxes	1,216.61	12,000.00	10,783.39	10.14 %	89.86 %
Wages	32,838.42	89,520.00	56,681.58	36.68 %	63.32 %
<b>Total Payroll Expenses</b>	<b>34,315.49</b>	<b>101,520.00</b>	<b>67,204.51</b>	<b>33.80 %</b>	<b>66.20 %</b>
Shipping and delivery expense	25.04		-25.04		
Taxes and Licenses		3,000.00	3,000.00		100.00 %
<b>Total Expenses</b>	<b>\$38,131.09</b>	<b>\$145,870.00</b>	<b>\$107,738.91</b>	<b>26.14 %</b>	<b>73.86 %</b>
NET OPERATING INCOME	<b>\$24,018.53</b>	<b>\$202,000.00</b>	<b>\$177,981.47</b>	<b>11.89 %</b>	<b>88.11 %</b>
Other Expenses					
DIA Special Events	2,471.45	4,500.00	2,028.55	54.92 %	45.08 %
Canada Day Event		10,000.00	10,000.00		100.00 %



# Grimsby Downtown Improvement Area

## Budget vs. Actuals

January - May, 2025

	TOTAL				
	ACTUAL	BUDGET	REMAINING	% OF BUDGET	% REMAINING
Christmas Parade		2,500.00	2,500.00		100.00 %
Comedy Night		2,000.00	2,000.00		100.00 %
Construction Programming		30,000.00	30,000.00		100.00 %
Downtown Expense Expansion		3,500.00	3,500.00		100.00 %
Happening Event		30,000.00	30,000.00		100.00 %
Shopping Spree Promotions		1,500.00	1,500.00		100.00 %
Winter Event	-400.00	50,000.00	50,400.00	-0.80 %	100.80 %
<b>Total DIA Special Events</b>	<b>2,071.45</b>	<b>134,000.00</b>	<b>131,928.55</b>	<b>1.55 %</b>	<b>98.45 %</b>
Downtown Beautification	2,239.81		-2,239.81		
Decoration Planters/Hanging Baskets	3,587.50	8,000.00	4,412.50	44.84 %	55.16 %
Lighting Program		60,000.00	60,000.00		100.00 %
<b>Total Downtown Beautification</b>	<b>5,827.31</b>	<b>68,000.00</b>	<b>62,172.69</b>	<b>8.57 %</b>	<b>91.43 %</b>
Events	6,378.61		-6,378.61		
<b>Total Other Expenses</b>	<b>\$14,277.37</b>	<b>\$202,000.00</b>	<b>\$187,722.63</b>	<b>7.07 %</b>	<b>92.93 %</b>
<b>NET OTHER INCOME</b>	<b>\$ -14,277.37</b>	<b>\$ -202,000.00</b>	<b>\$ -187,722.63</b>	<b>7.07 %</b>	<b>92.93 %</b>
<b>NET INCOME</b>	<b>\$9,741.16</b>	<b>\$0.00</b>	<b>\$ -9,741.16</b>	<b>0.00%</b>	<b>0.00%</b>

Financial Statements of

**THE GRIMSBY DOWNTOWN  
BUSINESS IMPROVEMENT AREA**

Year ended December 31, 2024

# THE GRIMSBY DOWNTOWN BUSINESS IMPROVEMENT AREA

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Year ended December 31, 2024

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## **INDEPENDENT AUDITOR'S REPORT**

To the To the Board Members, Members of Council, Inhabitants and Taxpayers of The Corporation of the Town of Grimsby

### ***Opinion***

We have audited the financial statements of The Grimsby Downtown Business Improvement Area (the BIA), which comprise:

- the statement of financial position as at December 31, 2024
- the statement of operations for the year then ended
- the statement of changes in net financial assets for the year then ended
- the statement of cash flows for the year then ended
- and notes to the financial statements, including a summary of significant accounting policies

(Hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the BIA as at December 31, 2024, and its results of operations, its changes in net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

### ***Basis for Opinion***

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the "**Auditor's Responsibilities for the Audit of the Financial Statements**" section of our auditor's report.

We are independent of the BIA in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.



### ***Other Matter – Comparative Information***

The financial statements for the year ended December 31, 2023 were audited by another auditor who expressed a qualified opinion on those financial statements on July 19, 2024.

### ***Responsibilities of Management and Those Charged with Governance for the Financial Statements***

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the BIA's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the BIA or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the BIA's financial reporting process.

### ***Auditor's Responsibilities for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.



- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the BIA's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the BIA's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the BIA to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

***DRAFT***

Hamilton, Canada

July 9, 2025

# THE GRIMSBY DOWNTOWN BUSINESS IMPROVEMENT AREA

Statement of Financial Position

December 31, 2024, with comparative information for 2023

	2024	2023
<b>Financial assets</b>		
Cash and cash equivalents	\$ 150,599	\$ –
HST receivable	2,088	–
Due from Town of Grimsby	13,756	185,798
<b>Net financial assets</b>	<b>166,443</b>	<b>185,798</b>
<b>Financial Liabilities</b>		
Accounts payable and accrued liabilities	6,225	–
<b>Net financial assets</b>	<b>160,218</b>	<b>185,798</b>
<b>Non-financial assets</b>		
Tangible capital assets (note 5)	1916	3,553
Prepaid expenses	1,904	–
	<b>3,820</b>	<b>3,553</b>
<b>Accumulated surplus (note 6)</b>	<b>\$ 164,038</b>	<b>\$ 189,351</b>

See accompanying notes to financial statements.

On behalf of the Board:

\_\_\_\_\_

Mark B. Wood, Chair, GDBIA

\_\_\_\_\_

Daniel Vandersteen, Treasurer, GDBIA

# THE GRIMSBY DOWNTOWN BUSINESS IMPROVEMENT AREA

## Statement of Operations and Accumulated Surplus

Year ended December 31, 2024, with comparative information for 2023

	Budget (note 4)	2024	2023
Revenue:			
Taxation	\$ 87,350	\$ 87,493	\$ 87,349
Tax (write-offs) supplementaries, net	(1,430)	(379)	(295)
Donations	—	500	—
Total revenue	85,920	87,614	87,054
Expenses:			
Advertising and promotion	12,250	4,136	3,409
Amortization	1,637	1,637	2,706
Downtown beautification	20,000	14,407	13,600
Office	32,000	5,481	15,316
Professional fees	4,500	5,971	7,635
Salaries and benefits	—	37,569	—
Special events	65,500	43,726	16,111
Total expenses	135,887	112,927	58,777
Annual surplus	(49,967)	(25,313)	28,277
Accumulated surplus, beginning of year	189,351	189,351	161,074
Accumulated surplus, end of year (note 6)	\$ 139,384	\$ 164,038	\$ 189,351

See accompanying notes to financial statements.

# THE GRIMSBY DOWNTOWN BUSINESS IMPROVEMENT AREA

## Statement of Changes in Net Financial Assets

Year ended December 31, 2024, with comparative information for 2023

	Budget (note 4)	2024	2023
Annual surplus	\$ (49,967)	\$ (25,313)	\$ 28,277
Amortization of tangible capital assets	1,637	1,637	2,706
	(48,330)	(23,676)	30,983
(Increase) decrease in prepaid expenses	—	(1,904)	857
Increase in accounts payable and accrued liabilities	—	6,225	—
Change in net financial assets	(48,330)	(19,355)	31,840
Net financial assets, beginning of year	185,798	185,798	153,958
Net financial assets, end of year	\$ 137,468	\$ 166,443	\$ 185,798

See accompanying notes to financial statements.

# THE GRIMSBY DOWNTOWN BUSINESS IMPROVEMENT AREA

## Statement of Cash Flows

Year ended December 31, 2024, with comparative information for 2023

	2024	2023
Cash provided by (used in):		
Operating activities:		
Annual surplus	\$ (25,313)	\$ 28,277
Items not involving cash:		
Amortization of tangible capital assets	1,637	2,706
Change in non-cash assets and liabilities:		
Increase in due from Town of Grimsby	172,042	(31,840)
Increase in HST Receivable	(2,088)	—
Prepaid expenses	(1,904)	857
Increase in accounts payable and accrued liabilities	6,225	—
Net change in cash from operating activities	150,599	—
Net increase in cash	150,599	—
Cash, beginning of year	—	—
Cash, end of year	\$ 150,599	\$ —

See accompanying notes to financial statements.

# THE GRIMSBY DOWNTOWN BUSINESS IMPROVEMENT AREA

Notes to Financial Statements (continued)

Year ended December 31, 2024

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## 1. Purpose of The Grimsby Downtown Business Improvement Area:

The Grimsby Downtown Business Improvement Area (the BIA) was established by the Council of the Town of Grimsby and has been entrusted with the improvement, beautification and maintenance of the Municipality owned lands, buildings, and structures in the improvement area, beyond such expenditures by the Municipality. The BIA is also responsible for the promotion of this improvement for business and shopping.

The Board is financed by a special levy charged upon businesses in the improvement area.

## 2. Significant accounting policies:

The financial statements are the responsibility of and prepared by management in accordance with Canadian Public Sector Accounting Standards. The preparation of financial statements necessarily involves the use of estimates based on management's judgement, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The significant accounting policies used are as follows:

### (a) Basis of accounting:

Sources of revenue and expenses are reporting on the accrual basis of accounting. The accrual basis of accounting records revenues in the period in they are earned and measurable and expenses in the period the goods and services are acquired and a liability is incurred. A statement of accumulated remeasurement gains/losses has not been presented as there are no items to report in the current or prior year.

### (b) Reporting entity:

The financial statements reflect the financial assets, liabilities, non-financial assets, revenues, expenses and changes in accumulated surplus in the BIA.

### (c) Tangible capital assets:

#### (i) Determination of costs:

Tangible capital assets are recorded at cost. Cost includes all directly attributable expenses in the acquisition, construction, development and/or betterment of the assets required to install the asset at the location and in the condition necessary for its intended use. Contributed or donated tangible capital assets are recorded at fair value at the date of receipt.



# THE GRIMSBY DOWNTOWN BUSINESS IMPROVEMENT AREA

Notes to Financial Statements (continued)

Year ended December 31, 2024

## 2. Significant accounting policies (continued):

### (ii) Amortization:

Amortization is recorded to reflect the cost, net of anticipated salvage value, associated with the use of asset in providing government services over the estimated useful life of the asset. Amortization expense is calculated on a straight-line basis over the assets' estimated useful lives.

Asset	Useful life - years
Equipment	3 – 15

Assets under construction are not amortized until the assets are available for use and put in service.

### (d) Revenue recognition:

Government transfers, which include municipal contributions and provincial and federal grants, are recognized in the year in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria or stipulations have been met, and reasonable estimates of the amounts can be made. Government transfers that meet the definition of liability are recognized as revenue as the liability is extinguished.

Investment income is reported as revenue in the period earned. Other revenues are recognized when the services are performed, or goods are delivered and there is reasonable assurance of collection

### (e) Financial instruments:

The BIA initially measures its financial assets and financial liabilities at fair value. The BIA subsequently measures all its financial assets and financial liabilities at amortized cost. Financial liabilities are removed from the Statement of Financial Position upon discharge, cancellation, or expiration.

Financial assets measured at amortized cost include the due from the Town of Grimsby.

### (f) Use of estimates:

The preparation of financial statements in accordance with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets, liabilities and disclosure of contingent assets at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from these estimates. Areas in which management make estimates are with regard to the useful lives of tangible capital assets

# THE GRIMSBY DOWNTOWN BUSINESS IMPROVEMENT AREA

Notes to Financial Statements (continued)

Year ended December 31, 2024

### 3. Adoption of new guidance:

Effective January 1, 2024, the BIA adopted new public sector accounting standards sections retroactively with restatement: PS 3160 Public Private Partnerships, PS 3400 Revenue and adopted PSG-8 Purchased Intangibles prospectively.

PS 3400 Revenue establishes standards on how to account for and report on revenue, specifically differentiating between transactions that include performance obligations (i.e. the payor expects a good or service from the public sector entity), referred to as exchange transactions, and transactions that do not have performance obligations, referred to as non-exchange transactions. For exchange transactions, revenue is recognized when a performance obligation is satisfied. For non-exchange transactions, revenue is recognized when there is authority to retain an inflow of economic resources and a past event that gave rise to an asset has occurred.

PSG-8 Purchased Intangibles provides guidance on the accounting and reporting for purchased intangible assets that are acquired through arm's length exchange transactions between knowledgeable, willing parties that are under no compulsion to act.

PS 3160 Public Private Partnerships (P3s) provides specific guidance on the accounting and reporting for P3s between public and private sector entities where the public sector entity procures infrastructure using a private sector partner.

The adoption of the new standards had no impact on the BIA.

### 4. Budget information:

The budget was not prepared on a basis consistent with that used to report actual results in accordance with Canadian Public Sector Accounting Standards. The budget was prepared on a modified accrual basis while Canadian Public Sector Accounting Standards require a full accrual basis. As a result, the budget figures presented in the Statement of Operations and Accumulated Surplus and Statement of Changes in Net Financial Assets represent the budget adopted with the following adjustments:

Approved budgeted annual surplus	\$	-
Add: transfer to reserve		(48,330)
Less: amortization of tangible capital assets		(1,637)
Budgeted surplus per Statement of Operations and Accumulated Surplus	\$	(49,967)

# THE GRIMSBY DOWNTOWN BUSINESS IMPROVEMENT AREA

Notes to Financial Statements (continued)

Year ended December 31, 2024

## 5. Tangible capital assets:

Cost	Balance at December 31, 2023	Additions	Disposals	Balance at December 31, 2024
Equipment	\$ 20,900	\$ –	\$ –	\$ 20,900
Accumulated amortization	Balance at December 31, 2023	Disposals	Amortization expense	Balance at December 31, 2024
Equipment	\$ 17,347	\$ –	\$ 1,637	\$ 18,984
Net book value	December 31, 2023	December 31, 2024		
Equipment	\$ 3,553	\$ 1,916		

## 6. Accumulated surplus:

Accumulated surplus consists of the following:

	2024	2023
Operating surplus (note 7)	\$ 13,648	\$ 13,648
BIA projects and stabilization reserve	148,474	172,150
Investment in tangible capital assets	1,916	3,553
	\$ 164,038	\$ 189,351

# THE GRIMSBY DOWNTOWN BUSINESS IMPROVEMENT AREA

Notes to Financial Statements (continued)

Year ended December 31, 2024

## 7. Operating surplus:

	2024	2023
Annual surplus for the year	\$ (25,313)	\$ 28,277
Add: amortization for the year	1,637	2,706
Less: transfer to reserve	23,676	(30,983)
	—	—
Operating surplus, beginning of year	13,648	13,648
Operating surplus, end of year	\$ 13,648	\$ 13,648

## 8. Financial instruments:

The BIA is exposed to various risks through its financial instruments. The following analysis provides a measure of the BIA's risk exposures as at December 31, 2024:

### (a) Credit risk:

Credit risk is the risk of financial loss to the BIA if a debtor fails to pay the amounts owing to the BIA. The BIA is exposed to this risk arising from its due from Town of Grimsby.

Receivables are primarily due from government, corporations and individuals. Credit risk is mitigated by the highly diversified nature of the debtors and other customers. The BIA measures its exposure to credit risk based on how long the amounts have been outstanding. An impairment allowance is set up for specific accounts deemed to be possibly uncollectible. In the current and prior year, no impairment allowance was recorded. There were no changes in exposures to credit risk during the period. The amounts outstanding at year-end were as follows:

2024	Current	31-60 days	61-90 days	91-120 days	Over 120 days	Total
Government receivables	\$13,756	—	—	—	—	\$13,756
HST Receivable	2,088	—	—	—	—	2,088
2023	Current	31-60 days	61-90 days	91-120 days	Over 120 days	Total
Government receivables	\$185,798	—	—	—	—	\$185,798

# THE GRIMSBY DOWNTOWN BUSINESS IMPROVEMENT AREA

Notes to Financial Statements (continued)

Year ended December 31, 2024

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## 8. Financial instruments (continued):

### (b) Liquidity risk:

Liquidity risk is the risk that the BIA will not be able to meet all cash outflow obligations as they come due. The BIA mitigates this risk by monitoring cash activities and expected outflows through extensive budgeting and maintaining adequate cash levels.

There have been no significant changes from the previous year in the exposure to risk or policies, procedures and methods used to measure the risk.

## Annual BIA Survey

Thank you for taking the time to complete the Downtown Grimsby Business Improvement Area (BIA) Annual Survey. Your feedback plays a vital role in shaping the direction of our programs, events, beautification efforts, and advocacy work.

Whether you're a business owner, property owner, employee, or stakeholder in the downtown area, your voice helps guide how we support and grow our vibrant downtown community.

This survey will take approximately 15 minutes to complete. Most questions are multiple choice, and a few offer space to share ideas or comments.

**Please note:**

- We kindly ask that each person or business respond only once to ensure fairness and accuracy in our results
- Responses are confidential and used solely to inform BIA strategies and planning
- Any questions marked “optional” are truly optional—answer only what you feel comfortable with

This survey will remain open until August 1st at 4:40 PM. We appreciate your insight, your time, and your commitment to building a stronger Downtown Grimsby. Let's grow together.

### — Downtown Grimsby BIA

**Question 1: Which of the following applies to you?**

☐ Own commercial property in Downtown Grimsby

☐ Own multiple commercial properties on Downtown Grimsby

☐ Business owner in Downtown Grimsby

☐ Work in Downtown Grimsby

☐ Own multiple businesses in Downtown Grimsby

☐ None of the above

**Question 2: Where is your business or property located?**

Street name is sufficient.

**Question 3: What influenced your decision to establish a business or buy property in Downtown Grimsby?**

You may select up to 3 answers.

☐

Affordable business rent

☐

Affordable property cost

☐

Amount of foot traffic

☐

An already established business was available for purchase

☐

Business improvement grants or loans

☐

Friendly people / atmosphere

☐

Historic / cultural importance

☐

Location with the region

☐

Location in Downtown Centre

☐

Municipal tax rates

☐

Proximity to residential market / units

☐

Proximity to your residence

☐

N/A - I am an employee

☐

Other

**Question 4: What has influenced your decision to keep your business or property in Downtown Grimsby?**

☐

Affordable business rent

☐ Affordable property cost

☐ Friendly people / atmosphere

☐ Location with the region

☐ Business improvement grants or loans

☐ Location in Downtown Centre

☐ Amount of foot traffic

☐ Historical / cultural importance

☐ Municipal tax rates

☐ Proximity to residential market / units

☐ Proximity to your residence

☐ N/A - I am an employee

☐ Other

**Question 5: What types of businesses do you think would enhance Downtown Grimsby?**

You may select up to 5 answers.

☐ Accommodations, travel, & tourism

☐ Accounting and financial services

☐ Amusement and recreation

☐ Architectural / interior design companies

☐ Business / management consultancy

☐ Call centres



☐ Catering, restaurants, & food services

☐ Commercial printing

☐ Communications

☐ Computer & technology services

☐ Construction companies

☐ Convenience & variety stores

☐ Educational services

☐ Electrical and HVAC companies

☐ Government services / institutions

☐ Health & social services

☐ Insurance companies

☐ Landscaping and gardening companies

☐ Land surveying

☐ Legal services

☐ Manufacturing

☐ Marketing services

☐ Personal & household products

☐ Pharmacies

☐ Photography / videography

☐ Property management companies

☐ Real estate services / consultancy

☐ Retail

☐ Security services

☐ Social media / public relations

☐ Sports clubs & organizations

☐ Transportation services

☐ Utility companies

☐ Veterinarians

☐ Wholesale trade

☐ Other

**Question 6: What learning events would be helpful growing your business and staff?**

You may select up to 3 answers.

☐ Accounting and bookkeeping basics

☐ Building a website

☐ Business plans

☐ Customer hospitality

☐ Exporting products & services

☐ Family business consulting

☐ Financial services

☐ Insurance and liability

☐ Moving your business online

☐ Recruiting and supervising sta

☐ Reducing energy costs

☐ Sales and marketing strategies

☐ Scaling a business

☐ Sta performance review

☐ Succession planning

☐ Utilizing social media

☐ Window and interior displays

☐ Working with volunteers

☐ Other

**Question 7: What do you think would improve a visitor's experience when visiting Downtown?**

You may select up to 3 answers.

☐ Accessible building

☐ Additional food options

☐ Better signage

☐ Cleaner sidewalks

☐ Friendlier staff

☐ Fun experiences / events

☐ Improved building facades and store fronts

☐ Improved streetscape (e.g. benches, tables, plants, trees)

☐ Increased garbage / recycling collection

☐ Information options for socializing and meeting others

☐ More entertainment options

☐ More parking

☐ More retail stores

☐ Outdoor patios

☐ Parking (free or extended)

☐ Professional services

☐ Other

**Question 8: Do you think more regular events, seasonal events, and / or year-round events would help to bring more traffic and generate more business in Downtown Grimsby?**

☐ Yes

☐ No

**Question 9: What type of events would you like to see in Downtown Grimsby? (Christmas, art, walking tours, meet and greets, vendors, markets, etc.)**

**Question 10: Do you have any concerns about Downtown?**

You may select up to 3 answers.

☐ Accessibility for the disabled or elderly

☐ Crime (petty or felony)

☐ Graffiti / vandalism

☐ Lack of respect for by-laws (smoking, parking, etc.)

☐ Parking

☐ Personal safety

☐ Safety for cyclists / micromobility (scooters, skateboards, hoverboards)

☐ Too much traffic

☐ Unhoused population

☐ No concerns

☐

Other

**Question 11: How does the BIA contribute to the attractiveness of the Downtown area? (Beautification and Streetscape Design)**

Please select one per row.

	Excellent (A)	Average (B)	Neutral (C)	Below Average (D)	Poor (E)
Hanging baskets	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Wall murals	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Banners	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Wayfindings signage	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Planters	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Seasonal decorations	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Halloween decorations	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Flower bollards	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Entry gateway signage	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Christmas decorations	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Arch	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Overall	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**Any additional comments related to the previous question (Question 11)?**

**Question 12: How does the BIA contribute to streetscape and improvement projects? (Revitalization and Maintenance)**

Please select one per row.

	Excellent (A)	Average (B)	Neutral (C)	Below Average (D)	Poor (E)
Street furniture	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Bicycle racks	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Reducing litter	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sidewalk maintenance	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Overall	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**Any additional comments related to the previous question (Question 12)?**

**Question 13: The BIA encourages residents to shop, eat, and play in the downtown area. Please let us know how we're doing in this area. (Marketing and Promotion)**

Please select one per row.

Excellent (A)	Average (B)	Neutral (C)	Below Average (D)	Poor (E)
---------------	-------------	-------------	-------------------	----------

Branding	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Brochures	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Eat / dine	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Passport Program	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Play / have fun	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Services	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Shop	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Social media content	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Website	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**Any additional comments related to the previous question (Question 13)?**

**Question 14: The BIA helps organize and support special events in the Downtown area as a means of promoting local businesses. Please let us know how we're doing in this area.**

Please select one per row.

	Excellent (A)	Average (B)	Neutral (C)	Below Average (D)	Poor (E)
Canada Day (Flag Project)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Christmas Events (Christmas Market, Christmas Passport, Santa Claus Parade, etc.)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Comedy Nights	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Easter Events	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Farmers' Market	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Halloween (Nightmare on Main Street)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Health and Safety Day	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ladies Nights	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Story Walks	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The Happening	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**Any additional comments related to the previous question (Question 14)?**

**Question 15: The BIA assists in recruiting businesses to occupy available commercial space in the Downtown area. What types of attraction efforts would you like to see? (Business Recruitment and Economic Development)**

You may select up to 3 answers.

- ☐ Hosting networking events for prospective business owners and landlords
- ☐ Creating a digital map of available commercial spaces on the BIA website
- ☐ Offering promotional grants or incentives for new businesses
- ☐ Partnering with real estate agents and property managers
- ☐ Running targeted advertising or social media campaigns to attract specific business types
- ☐ Providing market research or demographic data to prospective tenants
- ☐ Streamlining business onboarding with welcome packages and municipal contacts
- ☐ No changes are needed – current efforts are sufficient

**Any additional comments related to the previous question (Question 15)?**



**Question 16: How has the BIA had a key role in maintaining communication between the business community, city council, municipal departments, and local community groups? Please let us know how we're doing in this area.**

	Excellent (A)	Average (B)	Neutral (C)	Below Average (D)	Poor (E)
BIA advocates for Downtown businesses	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
BIA responds to my personal concerns and / or issues about Downtown	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
BIA contributes to raising the profile of successful businesses	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
BIA contributes to the overall recognition of the importance of Downtown businesses	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Blogs	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Press releases	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Overall	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**Any additional comments related to the previous question (Question 16)?**

**Question 17: The BIA holds monthly meetings to discuss concerns brought to their attention in order to put solutions and actions into place. Please let us know how we're doing in this area.**

	Excellent (A)	Average (B)	Neutral (C)	Below Average (D)	Poor (E)
Awareness of board / committee meetings, any communication to do with BIA operations	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Knowledge of newsletters	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Level of interest in attending annual meeting	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Level of interest in attending monthly Board / Committee meetings	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Quality of newsletters	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Overall	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**Any additional comments related to the previous question (Question 17)?**

**Question 18: Do you have any thoughts on how we can connect better with locals and those within a 30-minute drive? (Partnerships, marketing, events, incentives, etc.)**

**Question 19: What industry is your business part of?**

<input type="radio"/> Accommodation and food services
<input type="radio"/> Agriculture
<input type="radio"/> Administration services, waste management, and remediation
<input type="radio"/> Arts, entertainment, and recreation
<input type="radio"/> Construction
<input type="radio"/> Educational services
<input type="radio"/> Finance and insurance

☐ Health care and social assistance

☐ Information and cultural industries

☐ Management of companies and enterprises

☐ Manufacturing

☐ Mining / quarrying / oil and gas extraction

☐ Professional, scientific, or technical services

☐ Real estate management

☐ Retail trade

☐ Transportation and warehousing

☐ Utilities

☐ Wholesale trade

☐ Other

**Question 20: How have the recent American or Canadian tariffs affected your business and its operations?**

**Question 21: What action(s) has your business taken in response to the tariffs?**

Please select all that apply.

☐ Closed temporarily

☐ Closed permanently

☐ New supply chain

☐ No actions taken

☐ Product price decrease / introduced a sale

☐ Product price increase

☐ Reduced services

☐ Reduced staff hours

☐ Staff layoffs

☐ Other

**Question 22: Following the recent tariffs, have your revenues:**

☐ Decreased

☐ Increased

☐ Neither

**Question 23: If you answered "decreased" to the previous question, please provide an estimate of the decreased revenue your business has experienced since March 4th 2025. (If they have increased, please select N/A.)**

☐ 1-25%

☐ 26-50%

☐ 51-75%

☐ 76-100%

☐ N/A

**Question 24: If you answered "increased" to Question 21, please provide an estimate of the increased revenue your business has experienced since March 4th 2025. (If they have decreased, please select N/A.)**

☐ 1-25%

☐ 26-50%

☐ 51-75%

☐ 76-100%

☐ N/A

**Question 25: Have you made changes in your staffing to respond to the tariffs starting March 4th, 2025 that are not ideal for your business (firing, lay-offs, etc.) but are financially necessary?**

☐ Yes

☐ No

**Question 26: If you answered "Yes" to the previous question, what changes have you made to your staff?**

☐ All staff laid off

☐ A reduced number of employees

☐ Contract positions were stopped

☐ General manager position changed

☐ Less staff

☐ Several staff laid off

☐ Staff had to quit

☐ Other

**Question 27: Have you reduced your full-time staff due to the March 4th tariffs? If yes, by what percentage?**

☐ 1-25%

☐ 26-50%

☐ 51-75%

☐ 76-100%

☐ N/A

**Question 28: Have you reduced your part-time staff due to the March 4th tariffs? If yes, by what percentage?**

☐ 1-25%

☐ 26-50%

☐ 51-75%

☐ 76-100%

☐ N/A

**Question 29: Have you changed your hours of operation due to the March 4th tariffs?**

☐ Yes

☐ No

**Question 30: What is your greatest concern in regards to the American or Canadian tariffs?**

**Question 31: Have you qualified for any relief due to the tariffs?**

Please select all that apply.

☐ Duty Drawback Program (Canada Border Services Agency)

☐ Duties Relief Program (Canada Border Services Agency)

☐ Remission Orders

☐ Tariff Relief Program (Global Affairs Canada)

**Question 32: What support would be the most helpful for your business in easing the impact of the tariffs?**

You may select up to 3 answers.

☐ Advisory services (e.g., legal, financial, or trade compliance guidance)

☐ Advocacy on behalf of businesses to government or trade organizations

☐ Financial assistance or subsidies (e.g., grants, tax credits, low-interest loans)

☐ Supply chain support (e.g., assistance finding alternative suppliers or materials)

☐ Tariff exemptions or reductions for specific goods

☐ Training or resources to help adapt operations or pricing strategies

☐ Other

**Question 33: Does your business have an online presence?**

☐ Yes

☐ No

**Question 34: Do you have e-commerce / online payment capabilities for your business?**

☐ Yes

☐ No

**Thank you for sharing your valuable feedback with the Downtown Grimsby BIA.**

**Your input helps shape the programs, events, and initiatives that support our downtown community. We appreciate you taking the time to contribute to the continued growth and vibrancy of Downtown Grimsby.**

**If you have any questions about this survey or the work of the BIA, please feel free to contact us at: [info@grimsbydowntown.com](mailto:info@grimsbydowntown.com)**





## Annual Resident Survey

### Welcome to the Downtown Grimsby BIA Resident Survey!

Thank you for taking a few minutes to complete this year's Downtown Grimsby BIA Resident Survey. Your feedback helps guide how the BIA enhances beautification efforts, organizes events, supports local businesses, and improves the downtown experience for all residents and visitors.

This survey takes approximately 5 minutes to complete. By submitting a completed survey, you'll be entered into a draw to win a \$200 gift card to the Downtown Grimsby BIA business of your choice!

#### Important notes:

- Only one response per person is allowed to ensure accurate, fair results
- Survey responses will remain confidential
- To be eligible for the prize draw, you must be a Grimsby resident aged 18 or older and submit the survey in full
- The survey will remain open until August 1st at 4:40 PM

If you have any questions about the survey or the BIA's work, please contact us at: [info@grimsbydowntown.com](mailto:info@grimsbydowntown.com)

#### Question 1: Which of the following applies to you?

☐ I live in an owned property in Downtown Grimsby

☐ I live in a rented house in Downtown Grimsby

☐ I live in a rented apartment in Downtown Grimsby

☐ I rent a room in Downtown Grimsby

☐ I live in Grimsby, but outside Downtown

☐ I don't live in Grimsby (visitor)

☐ None of the above

☐ Other

**Question 2: Why do you choose to live in Downtown Grimsby? (If you do not live in Downtown Grimsby, please select "N/A.")**

Select all that apply.

<input type="checkbox"/> Affordability	<input type="checkbox"/> Availability of public transit
<input type="checkbox"/> Close to amenities	<input type="checkbox"/> Close to trails and water
<input type="checkbox"/> Close to work	<input type="checkbox"/> Live close to my owned business
<input type="checkbox"/> N/A	<input type="checkbox"/> Other <input type="text"/>

**Question 3: What amenities do you currently use or visit in Downtown Grimsby?**

You may select up to 5 answers.

<input type="radio"/> Art galleries / exhibitions
<input type="radio"/> Concerts
<input type="radio"/> Dining
<input type="radio"/> Entertainment
<input type="radio"/> Faith-based services
<input type="radio"/> Fitness
<input type="radio"/> Grimsby City Hall
<input type="radio"/> Legal services
<input type="radio"/> Leisure opportunities
<input type="radio"/> Library
<input type="radio"/> Medical services
<input type="radio"/> Museum

☐ Retail shopping

☐ Spa / salons

☐ Special events

☐ Nature / trails

**Question 4: Do you have any concerns about living in Downtown Grimsby?**

You may select up to 3 answers.

☐ Crime (petty or felony)

☐ Lack of respect for by-laws (smoking, parking, etc.)

☐ Pedestrian / cyclist safety

☐ Lack of services (transportation, health, government, etc.)

☐ Personal safety

☐ Traffic

☐ Other

**Question 5: What would improve a visitor's experience when visiting Downtown Grimsby?**

You may select up to 3 answers.

☐ Accessible buildings

☐ Additional food and restaurant options

☐ Better signage / wayfindings

☐ Cleaner sidewalks

☐ Friendlier retail staff

☐ Fun events / experiences

☐ Improved building facades / streetscape (benches, tables, plants, trees, etc.)

☐ Improved public transportation

☐ Increased garbage / recycling pickup

☐ More entertainment options

☐ More parking

☐ More retail stores

☐ Options for informally meeting or socializing (public squares, "3rd spaces," etc.)

**Question 6: What types of businesses do you think would enhance Downtown Grimsby?**

You may select up to 5 answers.

☐ Accommodations, travel, & tourism

☐ Accounting and nancial services

☐ Amusement and recreation

☐ Architectural / interior design companies

☐ Business / management consultancy

☐ Call centres

☐ Catering, restaurants, & food services

☐ Commercial printing

☐ Communications

☐ Computer & technology services

☐ Construction companies

☐ Convenience & variety stores

☐ Educational services

☐ Electrical and HVAC companies

☐ Government services / institutions

☐ Health & social services

☐ Insurance companies

☐ Landscaping and gardening companies

☐ Land surveying

☐ Legal services

☐ Manufacturing

☐ Marketing services

☐ Personal & household products

☐ Pharmacies

☐ Photography / videography

☐ Property management companies

☐ Real estate services / consultancy

☐ Retail

☐ Security services

☐ Social media / public relations

☐ Sports clubs & organizations

☐ Transportation services

☐ Utility companies

☐ Veterinarians

☐ Wholesale trade

**Question 7: What are your favourite Downtown Grimsby events?**

You may select up to 3 answers.

☐ Christmas Events (Christmas Market, Christmas Passport, Santa Claus Parade, etc.)

☐ Comedy Nights

☐ Easter Events

☐ Farmers' Market

☐ Halloween (Nightmare on Main Street)

☐ Ladies Nights

☐ Story Walks

☐ The Happening

**Question 8: What type of events would you like to see in Downtown Grimsby? (Walking tours, seasonal, meet and greets, vendors, holiday events, markets, etc.)**

**Question 9: How does the BIA contribute to the attractiveness of the Downtown area? (Beautification and Streetscape)**

Please select one per row.

	Excellent (A)	Above Average (B)	Neutral (C)	Below Average (D)	Poor (E)
Hanging baskets	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Wall murals	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Banners	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Wayfinding signage	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Planters	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Seasonal decorations	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Halloween	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Flower bollards	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Entry gateway signage	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Christmas	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Arch	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Overall	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**Question 10: How does the BIA contribute to streetscape and improvement projects? (Revitalization and Maintenance)**

Please select one per row.

	Excellent (A)	Above Average (B)	Neutral (C)	Below Average (D)	Poor (E)
Street furniture	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Bicycle racks	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Street parking	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Reducing litter	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sidewalk maintenance	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Overall	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**Question 11: The BIA encourages residents to shop, eat, and play in the downtown area. Please let us know how we're doing in this area. (Marketing and Promotion)**

Please select one per row.

	Excellent (A)	Above Average (B)	Neutral (C)	Below Average (D)	Poor (E)
Branding	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Brochures	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Eat / dine	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Passport Program	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Play / have fun	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Services	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Shop	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Social media content	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Website	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**Question 13: How likely is it that you would recommend Downtown Grimsby to a friend or colleague?**

Not at all likelyExtremely likely

0	1	2	3	4	5	6	7	8	9	10
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**By completing the Grimsby BIA Residential Survey..you will be entered into a draw to win a \$200 gift card to a Downtown Grimsby business of your choice!**

**To be eligible, you must be a resident of Grimsby, 18 years or older, and complete the survey in full. Only one entry per person is allowed. The selected business must be a current member of the Grimsby BIA. No cash alternatives or substitutions will be offered.**

**By submitting this survey, you confirm that you live in or work in Grimsby, Ontario. You understand and agree that the Grimsby Downtown Improvement Area (BIA) may collect and store this information for internal use, including contacting, adding you to the BIA newsletter mailing list, and entering you into the prize draw.**

Please enter your name.

Please enter your email address.



Please enter your phone number.

We sincerely appreciate your time and insights. Together, we can continue to make Downtown Grimsby a welcoming and thriving place to live, work, and visit.

— Downtown Grimsby BIA



## Grimsby Downtown BIA Proxy Policy Elections Policy 003

### 1. Introduction

The Grimsby Downtown Business Improvement Area (BIA) values the active participation of all members in its decision-making processes. In accordance with Section 4.1(5) of the Grimsby Downtown BIA Procedural By-law, during a municipal election year, members at the Annual General Meeting (AGM) shall nominate individuals for Council's consideration for appointment as Directors for the next term of the Board. Section 4.3(1) further provides that each member is entitled to only one vote, regardless of the number of properties they own or lease within the Grimsby Downtown BIA. This policy outlines the conditions under which proxy voting is permitted; specifically, for special questions presented at an AGM or for the election of Board members, and only when a member is unable to attend and participate in the AGM. The purpose of this policy is to ensure clarity and fairness in the assignment of proxy voting privileges, in alignment with the Procedural By-law and the *Municipal Act, 2001*.

For the purposes of this Policy, a proxy vote is a formal authorization given by a member to another individual to vote on their behalf at a meeting they are unable to attend.

### 2. Scope

This policy applies to all individual ratepayers and authorized representatives of organizations or collectives who are members of the Grimsby Downtown BIA.

### 3. Proxy Voting Guidelines

Eligibility and Assignment:

- Proxy voting is available to all eligible ratepayers or authorized representatives unable to attend the AGM in person.
- Members may assign their voting rights to a designated proxyholder by completing the official Proxy Form (Appendix A).
- The assignment of proxy voting rights shall comply with any relevant provisions of the *Municipal Act, 2001*.
- Members can only act as a proxyholder for one other member to ensure transparency and fairness.

### Submission of Proxy Form:

Completed Proxy Forms must be submitted electronically to [info@grimsbydowntown.com](mailto:info@grimsbydowntown.com) or physically delivered in a sealed envelope clearly marked "BIA Proxy Form" to the front desk at Town Hall, at least five (5) business days prior to the AGM. Proxy Forms submitted after this deadline will not be accepted.

### Proof of Eligibility:

- In addition to submit a completed Proxy Form, members must submit proof of eligibility:
  - Tenants must provide proof of a valid gross lease clearly indicating payment of the Grimsby Downtown BIA levy.
  - Property owners must provide proof of payment of property taxes for their downtown property.
  - Both property owners and business tenants must verify their property, or business, is located within the Grimsby Downtown BIA catchment area.

## 4. Roles and Responsibilities

### Executive Director:

- Ensure Proxy Forms are accessible and clearly communicated to all eligible members.
- Manage the collection, verification, and documentation of all Proxy Forms submitted.
- Verify proof of eligibility through submitted documents such as gross leases showing Grimsby Downtown BIA levy payments or property tax statements confirming Grimsby Downtown BIA catchment location.
- Ensure compliance with the *Municipal Act, 2001*, regarding documentation and retention of proxy-related records.

### Board of Management:

- Oversee compliance with this policy and ensure transparency and integrity in the proxy voting process.
- Ensure that all proxy voting practices adhere to the *Municipal Act, 2001*.

## 5. Compliance and Enforcement

- Non-compliance with submission deadlines, form completion guidelines, or failure to provide proof of eligibility may result in the disqualification of the proxy.

- Instances of misuse or misrepresentation related to proxy voting will be addressed promptly by the Board of Management, in accordance with municipal regulations.

## 6. Policy Review

This Proxy Voting Policy will be reviewed periodically to ensure it remains effective, relevant, and aligned with Grimsby Downtown BIA's governance standards, practices, and compliance with the *Municipal Act, 2001*.

Revision #	Description of Changes	Date Created	Date Revised	Reviewed By:	Approved By:
001	Creation of Document	May 2025	N/A	Executive Team	Pending
002	Approval of Board	July 2025	N/A	Board of Management	

## **Grimsby Downtown Business Improvement Area Proxy Voting Form**

### **Section A**

I \_\_\_\_\_ (*first name, last name*) am the  
\_\_\_\_\_ (*tenant/owner*) of \_\_\_\_\_  
(*business/commercial property name*) located at \_\_\_\_\_  
(*address*) confirm I am a qualified voting member of the Grimsby Downtown Business  
Improvement Area.

I am appointing \_\_\_\_\_ (*first name, last name*),  
who is the \_\_\_\_\_ (*tenant/owner*) of \_\_\_\_\_  
(*business/commercial property name*) located at \_\_\_\_\_  
(*address*) to vote on my behalf as my proxy at the Grimsby Downtown Business  
Improvement Area Annual General Meeting held on \_\_\_\_\_ (*date of  
meeting*).

Signature: \_\_\_\_\_

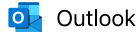
Print Name: \_\_\_\_\_

### **Section B**

I, the undersigned, am a qualified voting member of the Grimsby Downtown Business  
Improvement Area, confirm the above information is accurate, and acknowledge that I  
may serve as a proxy for only one member, namely the individual named above.

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_



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**Proposed amendments to the Resource Recovery and Circular Economy Act, 2016 and planning for small IC&I collection**

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**From** RRPB, Mail (MECP) <RRPB.Mail@ontario.ca>

**Date** Thu 6/26/2025 3:55 PM

**To** Amanda MacDonald <Amanda@grimsbydowntown.com>

Dear Grimsby BIA,

In response to your previous letter to the ministry on blue box services for small industrial, commercial and institutional (IC&I) locations, I wanted to inform you of the proposed amendments to the *Resource Recovery and Circular Economy Act, 2016*, which would strengthen Ontario's blue box program by improving transparency, cost disclosure, and collection of materials.

Maintaining blue box services for IC&I locations that previously received municipal services is an important part of this proposal.

We understand that some municipalities are taking steps this summer to plan for continued collection.

That is why on June 4, 2025, the Minister wrote to Producer Responsibility Organizations (PROs) requesting that they not wait until the proposed amendments are finalized, and that they begin to plan immediately for how they will continue to offer small IC&I service to municipalities in 2026 and beyond.

The Minister has directed PROs to prioritize providing offers for municipalities and small IC&I establishments that received services during the transition period. The Minister's expectation is that this should be in place as soon as possible to ensure there is no disruption in service for these locations upon full implementation in 2026.

The intent is that PROs and municipalities are able to discuss arrangements before legislative amendments are finalized so that local communities and businesses have more certainty as soon as possible.

PROs will be working on their response to the Minister's request this summer. We encourage municipalities to reach out to PROs if they are interested in having PROs continue small IC&I collection in their communities beyond 2026.

We appreciate your municipality's commitment to an effective and orderly transition to producer responsibility and welcome your feedback on the proposed changes. As a reminder, the [comment period](#) for proposed changes closes on July 21, 2025.

If you have any questions about the proposal, please contact Marc Peverini, Manager, Resource Recovery Policy Branch at [marc.peverini@ontario.ca](mailto:marc.peverini@ontario.ca) or (416) 908-1528.

Sincerely,

Charles O'Hara  
Director, Resource Recovery Policy Branch  
Environmental Policy Division  
Ministry of the Environment, Conservation and Parks