



Grimsby Downtown Business Improvement Area (BIA)

Meeting Date: May 14, 2025

Meeting Time: 9 a.m.

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

Board Members: Simon Duong, Chair
Councillor Davoli
Daniel Vandersteen
Chris Mindorff
Ben Burns

Absent: Mark Wood, Vice Chair
Mayor Jeff Jordan
Christine Kempf
Lisa Sproston
Amanda MacDonald, GDBIA Executive Director

Others: Brandon Wartman, Director of Public Works
Michael Palomba, Transportation Engineering Technologist
Noah Nickel, Committee Coordinator

1. Call the Meeting to Order

The meeting was called to order at 9:07 a.m.

2. Approval of the Agenda

BIA-25-038

Moved by: Member Vandersteen

Seconded by: Member Mindorff

Resolved that the agenda for the Grimsby Downtown BIA meeting, held on May 14, 2025, 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. Business Arising from Previous Minutes

There was no business arising from previous minutes.

5. Approval of the Minutes

BIA-25-039

Moved by: Member Mindorff

Seconded by: Member Vandersteen

Resolved that the following minutes be approved:

- GDBIA Meeting - April 16, 2025
- GDBIA Special Meeting – April 30, 2025

CARRIED

6. Delegations and Presentations

Michael Palomba, Senior Transportation Engineering Technologist for the Town of Grimsby, as well as Brandon Wartman, Director of Public Works for the Town of Grimsby, provided a brief update on the Town's ongoing parking study taking place in the downtown area:

- The process is in early stages.
- A 90-minute consultation and working session will be held on June 25, 2025, for the purpose of gaining feedback on parking downtown.
- Printed materials regarding the working session will be circulated to BIA members in the coming weeks.

BIA-25-040

Moved by: Member Vandersteen

Seconded by: Councillor Davoli

Resolved that the delegation from Michael Palomba, Senior Transportation Engineering Technologist for the Town of Grimsby, and Brandon Wartman, Director of Public Works for the Town of Grimsby, regarding an update on the Town of Grimsby's Parking Study, be received for information.

CARRIED

7. Chamber of Commerce Update – Rebecca Shelley

Rebecca Shelley, Executive Director of the Grimsby and District Chamber of Commerce, provided an update on the activities of the chamber, including:

- Collaborating with the Town of Grimsby and the Grimsby Downtown BIA to share resources and gather feedback from businesses regarding the impact of tariffs on their business.
- Informing federal and provincial advocacy efforts for chambers across the country and for Grimsby businesses specifically.
- Continuing to work on business education resources (planning lunch and learns and workshops).
- The Chamber's golf tournament is coming up in three weeks. There are still availabilities for sponsorship opportunities and event attendees.

8. Financial Update – Budget Year-to-Date, Profit and Loss, Balance Sheet

Member Vandersteen provided a brief financial update, referring to the agenda attachments (budget year-to-date, profit and loss statement, balance sheet):

- Financial reporting will be corrected starting in June.
- GDBIA audit is currently underway.
- Finance staff will attend the next BIA meeting to finalize the Board's year-end financials.

Councillor Davoli requested that future financial reporting include money that the Board has committed to spend up to that point, in addition to the current column showing what has been spent thus far. Councillor Davoli also noted a minor error in the "Beautification" line on the Budget Year-to-Date document.

9. Chair's Report

The Chair shared support for Harmony Jewellers and thanked Town of Grimsby staff for installing barriers in front of the store in a timely manner.

10. Governance

Noah Nickel, Committee Coordinator, noted a minor administrative change was required to be made to internal policy EP001 – Rules for the Use of Municipal Resources During an Election Period, that had been previously approved by the board. This change ensures the policy is compliant with the *Municipal Act*.

BIA-25-041

Moved by: Member Duong

Seconded by: Member Vandersteen

Resolved that the policy EP001 – Rules for the Use of Municipal Resources During an Election Period, be approved as amended.

CARRIED

11. Events

a. Ladies Night Update

This item was deferred because Member Kempf, as well as Amanda MacDonald, Executive Director of the Grimsby Downtown BIA, were both absent and thus could not speak to the agenda item.

b. Hoppin' Around Downtown Easter Event

This item was deferred because Member Kempf, as well as Amanda MacDonald, Executive Director of the Grimsby Downtown BIA, were both absent and thus could not speak to the agenda item.

c. International Plowing Match Update and Discussion

This item was discussed under item 13(d).

12. Beautification, Revitalization and Maintenance

Member Vandersteen briefly explained the results of the garbage collection time survey that was sent out by the Grimsby Downtown BIA to its membership: the most popular response option was for garbage pickup at 7 – 8 a.m. (41 per cent). This will be communicated by the Executive Director in future discussions regarding garbage collection.

13. New Business

a. Farmer's Market

The Chair noted the Grimsby Downtown BIA Board is not in a position to interfere with the Farmer's Market and its approvals with the Town of Grimsby and Region of Niagara. Instead, the Grimsby Downtown BIA Board would be willing to help members to mitigate the effects of the Farmer's Market on their businesses.

BIA-25-042

Moved by: Simon Duong

Seconded by: Daniel Vandersteen

Resolved that the Grimsby Downtown BIA Board officially endorse the Farmer's Market.

CARRIED

b. Decorative Banner Program

Brandon Wartman, Director of Public Works for the Town of Grimsby, briefly explained that the Decorative Banner Program was approved at the last meeting of Grimsby Town Council. This program will include the downtown area.

c. Road Construction Update

Brandon Wartman noted that new information on the Downtown Reimagined project is forthcoming, as detailed design work is currently underway on the underground works required for the project. Once this is finalized, it will be communicated to the Grimsby Downtown BIA Board.

d. International Plowing Match

The Chair indicated he and the Executive Director will be meeting with Grimsby's CAO and Director of Community Services regarding opportunities for collaboration on programming development to capitalize on the International Plowing Match. More information will be reported back to the Board.

A motion to approve a budget amendment was moved by Member Vandersteen to procure a shuttle service for the event. Councillor Davoli announced on Mayor Jordan's behalf that Grimsby Power has agreed to provide \$5000 to the BIA as a sponsorship for the shuttle service.

BIA-25-043

Moved by: Member Vandersteen

Seconded by: Member Duong

Resolved that the board approve a budget amendment of \$10,000 for the procurement of a shuttle service for use by the Grimsby Downtown BIA during the International Plowing Match; and,

1. That the Board direct the Executive Director to procure a shuttle service for use by the Grimsby Downtown BIA during the International Plowing Match.

CARRIED

14. Next Meeting

The Chair stated that the next meeting of the Grimsby Downtown BIA is scheduled for Wednesday, June 25, 2025, at 8:30 a.m. This change to the date and time of the meeting was voted on at the last meeting of the Grimsby Downtown BIA Board.

15. Adjournment

The meeting was adjourned at 10:16 a.m.