



Grimsby Downtown Business Improvement Area (BIA)

Meeting Date: September 10, 2025

Meeting Time: 9 a.m.

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

Agenda

- 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 – August 13, 2025 (Attachment)
 - b. Downtown Construction Task Force – April 28, 2025 (Attachment)
 - c. Downtown Construction Task Force – May 26, 2025 (Attachment)
 - d. Downtown Construction Task Force – July 28, 2025 (Attachment)
- 6. Downtown Construction Task Force Update**
- 7. Chamber of Commerce Update – Rebecca Shelley**
- 8. *Financial Update (Attachments)***
 - a. Budget 2026 Discussion
 - b. Insurance for Cybersecurity (Separate Attachment)
- 9. Chair's Report**
- 10. Governance**
 - a. Annual General Meeting Date
- 11. Events**
 - a. Halloween Update
 - b. International Plowing Match
- 12. New Business**

13. Next Meeting

The next meeting of the GDBIA is scheduled for Wednesday October 8, 2025, at 9 a.m.

14. Closed Session

a. Employee Matter

Pursuant to Section 239(b) of the Municipal Act, personal matters about an identifiable individual, including municipal or local board employees.

b. Digital Communications Plan

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.

c. Closed Session Minutes

i. Downtown Construction Task Force – July 28, 2025

ii. GDBIA Meeting – August 13, 2025

15. Back to Open Session

16. Adjournment



**Grimsby Downtown Business Improvement Area
Open Session Meeting Minutes
Meeting Date & Time: August 13, 2025; 9 a.m.
Teddy's Sports Bar, 30 Main Street West, Grimsby**

Board Members:	Simon Duong, Chair (exited at 10:49 a.m., returned at 11:03 a.m.) Mark Wood, Vice Chair (exited at 11:08 a.m.) Councillor Davoli (exited at 9:02 a.m., returned at 9:04 a.m.) Chris Mindorff Ben Burns Christine Kempf Lisa Sproston Daniel Vandersteen (arrived at 9:05 a.m.)
Absent:	Mayor Jordan
Staff:	Amanda MacDonald, Executive Director Dylan Carr, Summer Events Coordinator Makenna Thomas, Content Creator Graphic Designer
Others:	Noah Nickel, Committee Coordinator

1. Call the Meeting to Order

The meeting was called to order at 9:01 a.m.

2. Approval of the Agenda

BIA-25-057

Moved by: Mark Wood

Seconded by: Lisa Sproston

Resolved that the agenda for the August 13, 2025, Grimsby Downtown BIA Board meeting be approved.

CARRIED

3. Declarations of Pecuniary and Non-Pecuniary Interests

There were no disclosures of pecuniary or non-pecuniary interest.

4. Business Arising from Previous Minutes

There was no business arising from previous minutes.

5. Approval of the Minutes

BIA-25-058

Moved by: Mark Wood

Seconded by: Christine Kempf

Resolved that the following meeting minutes be approved:

- Grimsby Downtown BIA Meeting – July 9, 2025

CARRIED

6. Delegations and Presentations

a. Joan Whitson – Grimsby Glows Pumpkin Parade

Joan Whitson provided a brief presentation regarding the Grimsby Glows Pumpkin Parade:

- The fourth annual edition of this event is set to take part on November 1, 2025, at Coronation Park;
- The family friendly event will include pumpkin carving, inflatable Halloween-themed décor, music in the park, refreshments, and more; and
- There is a sponsorship opportunity for the Grimsby Downtown BIA, to either donate pumpkins for carving, donate prizes and décor, or contribute financially.

The Board asked questions to Joan regarding:

- Timing of the Grimsby Downtown BIA's Halloween-themed events vs. the Grimsby Glows Pumpkin Parade;
- The possibility of donating décor from the Grimsby Downtown BIA's Halloween-themed events; and,
- New requirements for inflatable décor at public events.

BIA-25-059

Moved by: Chris Mindorff

Seconded by: Lisa Sproston

Resolved that the presentation from Daniel Glasbergen, KPMG, regarding the Grimsby Downtown BIA's 2024 Audit Report, be received.

CARRIED

7. Chamber of Commerce Update – Rebecca Shelley

Rebecca Shelley, Executive Director of the Grimsby and District Chamber of Commerce, was absent from the meeting.

8. Financial Update

a. Insurance Renewal

Amanda MacDonald, Executive Director, explained that the Grimsby Downtown BIA's annual insurance plan is up for renewal. Coverage remains the same, with the cost increasing marginally to renew. Cyber security insurance is being considered.

The Board asked questions pertaining to:

- Whether procurement requirements apply to an insurance renewal;
- The timeline of the renewal process;
- The inclusion of Director's Liability insurance; and,
- The possibility of working with a Grimsby-based insurance broker in the future.

BIA-25-060

Moved by: Chris Mindorff

Seconded by: Ben Burns

Resolved that the insurance renewal be approved, conditional upon receiving proof of Director's Liability insurance.

CARRIED

b. Grants Update

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

- Grant opportunities for 2026 have opened for applications;
- Canada Summer Jobs Grant funding that the BIA received for Summer 2025 will be ending for the year at the end of August;
- New Horizons for Seniors Program grant funding is now open, and is a new opportunity for the BIA to consider pursuing;
- Grant funding previously received by the BIA from the federal government to pay for winter holiday decorations has had its mandate and scope changed, seemingly making the recurring project no longer applicable.

The Board asked questions pertaining to:

- The possibility of coordinating with the Town of Grimsby's Age Friendly Advisory Committee regarding New Horizons for Seniors Program funding;
- The need to ensure that winter holiday decoration funding is secured.

c. Budget Discussion

Member Vandersteen briefly explained the Town's proposed budget timelines, more specifically:

- The Grimsby Downtown BIA's budget must be approved and submitted to the Town following the next meeting of the Grimsby Downtown BIA board;
- Desire to speak openly with the membership regarding the budget, and what they want to see included within it;
- Following consultation, Member Vandersteen and Amanda will write the draft budget for approval at the next Board meeting;
- The budget will look different due to the Downtown Reimagined Construction Project's impact on the Business Improvement Area in 2026 and the work that the Board will need to do to support its membership during this time; and,
- Member Vandersteen opened the floor for discussion on budget priorities from the Board.

The Board asked questions and provided comments on the following:

- Funding levels for the Happening in 2026 if the event is to be held outside of the Business Improvement Area due to construction;
- Reducing the number of specific line items in the budget to give the Board flexibility for anticipated 2026 construction impacts; and
- The possibility of holding pre-budget meetings with Board members.

d. Budget Survey

Member Vandersteen briefly explained the recently received budget survey responses from the Grimsby Downtown BIA's membership, more specifically:

- The membership is generally happy with how the past year has gone, and wants the Board to continue to hold more events and revitalize their marketing and communication efforts, which are already underway; and,
- Emphasis for the future is on tweaking what has been offered this past year and increasing offerings, while being nimble and responsive to outside pressures when and where possible.

These general, preliminary findings were discussed amongst the Board.

9. Chair's Report

There was no Chair's Report.

10. Events – International Plowing Match, Halloween Events, Summer Recap, StoryWalk Update

Dylan Carr, Summer Events Coordinator, provided a brief explanation of the Grimsby Downtown BIA's recent and upcoming events. More specifically:

- The Grimsby Downtown BIA is in contact with Niagara Transit regarding contracting shuttle services during the International Plowing Match;
- Summer events have been a great success;
- Planning of Halloween events is well underway; and,
- Winter holiday event planning is in the preliminary stages. Procurement of materials for the StoryWalk event is underway.

11. Beautification, Revitalization and Maintenance

Amanda provided a brief update on beautification efforts, including:

- The flowers and planters in the Business Improvement Area will be taken out once the weather cools off into the fall season. The contractor has been contacted and is in place to do this work when the time comes;
- Has received a quote for the cost of winter holiday décor, which will be the same as they were in 2024; and,
- Canadian Flags will be taken down following Remembrance Day.

12. Marketing

Makenna Thomas, Content Creator Graphic Designer, spoke to the following:

- Efforts to prepare for the Grimsby Downtown BIA's upcoming Halloween events from a marketing and communications perspective;
- Scheduling social media content ahead of the end of the Canada Summer Jobs funding period.

The Board expressed their support for Makenna and the effort she and the other student staff have undertaken to revitalize and expand the Grimsby Downtown BIA's online presence.

Member Vandersteen provided a brief update on the website redesign process. Specifically, that the project was awarded to Civiconnect and that work has begun on the project.

13. New Business

Member Vandersteen mentioned the Grimsby Economic Development Advisory Committee's upcoming event, the Grimsby Business Gala, which will be hosted in September.

14. Next Meeting

Chair Duong stated that the next meeting of the Grimsby Downtown BIA is scheduled for Wednesday, September 10 at 9 a.m.

15. Closed Session

BIA-25-061

Moved by: Chris Mindorff

Seconded by: Lisa Sproston

Resolved that the Grimsby Downtown Business Improvement Area Board meet in Closed Session under Section 239(2) of the Municipal Act, specifically regarding:

- An Employee Matter pursuant to Section 239(b) of the Municipal Act, personal matters about an identifiable individual, including municipal or local board employees;
- The Digital Communications Plan, pursuant to Section 239(2)(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;
- The Downtown Reimagined Communications Strategy Request for Proposal, 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.

CARRIED

16. Back to Open Session

BIA-25-063

Moved by: Daniel Vandersteen

Seconded by: Lisa Sproston

Resolved that the Downtown Reimagined Communications Strategy Request for Proposal be approved as per the direction provided in Closed Session, conditional on securing financial support from the Town of Grimsby for the project.

CARRIED

17. Adjournment

The meeting was adjourned at 11:22 a.m.



Grimsby Downtown Business Improvement Area (BIA)

Downtown Construction Task Force

Meeting Date: April 28, 2025

Meeting Time: 10 AM

Meeting Place: Zoom

Task Force Members: Mark Wood, Daniel Vandersteen, Rebecca Shelley, Marilyn McCrea, Harley Valentine, Andy Daniels, Brandon Wartman, Shannon Downey, Bryan Macaulay, Michael Palomba

Staff: Amanda MacDonald – Executive Director of the Grimsby Downtown BIA,
Gennasys Smart – Events Coordinator of the Grimsby BIA

1. Call to Order

The meeting was called to order at 10:03 a.m.

2. Approval of the Agenda

Moved by: Bryan Macaulay
Seconded by: Rebecca Shelley

Resolved that the agenda for the April 28, 2025, Downtown Construction Task Force meeting be approved.

CARRIED

3. Declaration of Pecuniary and Non-Pecuniary Interest

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

4. Updates from Task Force

The Town: Attending the BIA board meeting in May or June for parking study session and to give updates on the construction to the downtown businesses.

The BIA: Staff from the town and the BIA had a planning session to review notes from the conversation that they had with Port Hope and to figure out how to apply that to our own construction project. A full communications outline is coming in June/July.

5. Branding Discussion

During Port Hope's construction projects, they rendered the services of a company that was similar in size and scope to CIMA but their specialty was marketing and communications.

The task force decided that the previous RFP's should be withdrawn and that they should send out a new RFP for a company to conduct a communications plan.

A motion was passed to bring this recommendation to the board of directors for approval.

6. New Business

A discussion was had regarding the function of the task force and that part of its responsibilities is to implement non-construction related programming such as campaigns and events that are intended to drive economic development downtown.

The town is looking into their agreement with CIMA to assess the scope of services that they are offering. This will allow us to figure out what programming, marketing, and campaigning, can be delegated to them.

7. Next Meeting

The next meeting of the Downtown Construction Task Force is scheduled to take place on Monday, May 26, 2025, at 10 a.m.

8. Adjournment

The meeting was adjourned at 10:45 a.m.



**Grimsby Downtown Business Improvement Area (BIA)
Downtown Construction Task Force
Meeting Date: May 26, 2025
Meeting Time: 10 a.m.
Meeting Place: Zoom**

Task Force members: Mark Wood, Daniel Vandersteen, Rebecca Shelley, Marilyn McCrea, Harley Valentine, Andy Daniels, Brandon Wartman, Shannon Downey, Bryan Macaulay, Michael Palomba

Staff: Amanda MacDonald – Executive Director of the Grimsby Downtown BIA

1. Call to Order

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

2. Approval of the Agenda

Moved by: Rebecca Shelley
Seconded by: Mark Wood

Resolved that the agenda for the May 26, 2025, Downtown Construction Task Force meeting be approved.

CARRIED

3. Receipt of Minutes

Moved by: Rebecca Shelley
Seconded by: Mark Wood

Resolved that the minutes of the April 28, 2025, Downtown Construction Task Force meeting be received.

CARRIED

4. Declaration of Pecuniary and Non-Pecuniary Interest

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

5. Updates from Task Force

Executive Director: The Request for Proposal (RFP) for communications is finalized and will be forwarded to the Town for review and posting by May 31st, 2025. The posting period will close prior to our next meeting, with submissions to be reviewed in June 2025.

Town: Meetings with the consultant have been conducted, and drawings for the initial underground infrastructure work have been submitted. Notices are being sent to building owners regarding the closed-circuit infrastructure that may affect their properties and access. Mark emphasized the importance of ensuring that the construction schedule does not conflict with the Happening and Market evenings dates.

6. Updates regarding Communications Plan

The Town is currently reviewing the communications outline to clarify CIMA's level of involvement and specific contributions, with further details expected next month.

7. Events Update

Review and discuss the following events outlined in the Communications Plan:

- Events discussed as part of the Communications Plan will be detailed next month once the communications outline has been presented and reviewed by Christina.
- Discussion was held regarding the alleyways project, and Rebecca recommended engaging Kevin. The upcoming Canada Day Flags event was identified as a preliminary initiative and potential trial for the BIA to evaluate collaboration with property owners.

Events Updates:

- International Plowing Match
- Passport Events
- Scavenger Hunts
- Outdoor Concert Series
- Meet the Machines

Community Engagement Initiative Updates:

- Ribbons on Fences
- Art Activation
- Design Reveal
- Alleyway Activities
- Outdoor Pianos
- Buskers
- Face Cut-Outs
- Downtown Businesses Giveaways.

9. New Business

Daniel noted no major changes in the construction timeline.

10. Next Meeting

The next meeting of the Downtown Construction Task Force is scheduled for Monday, June 30, 2025, at 10 a.m.

11. Adjournment

The meeting was adjourned at 10:45 a.m.



**Grimsby Downtown Business Improvement Area (BIA)
Downtown Construction Task Force
Meeting Date: July 28,
2025 Meeting Time: 10 AM
Meeting Place: Zoom**

Task Force members: Mark Wood, Daniel Vandersteen, Rebecca Shelley, Marilyn McCrea, Harley Valentine, Andy Daniels, Brandon Wartman, Shannon Downey, Bryan Macaulay, Michael Palomba

Staff: Amanda MacDonald – Executive Director of the Grimsby Downtown BIA

1. Call to Order

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

2. Approval of the Agenda

Moved by: Rebecca Shelley
Seconded by: Mark Wood

Resolved that the agenda for the Downtown Construction Task Force meeting of July 28, 2025, be approved.

CARRIED

3. Receipt of Minutes

Moved by: Rebecca Shelley
Seconded by: Mark Wood

Resolved that the minutes of the Downtown Construction Task Force meeting of May 26, 2025, be received.

CARRIED

4. Declaration of Pecuniary and Non-Pecuniary Interest

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

5. Updates from Task Force

The Town: Drawings for construction have been submitted to the region for comment. Road alignment designs and underground works designs are being worked on. Above ground elements will be looked at soon. Initial meetings should be held in August to discuss next steps of the design. Underground sanitary connections have been videoed. Some businesses will be contacted to access their basements to look at water connections. Geotechnical consultants will be coming out in late August or September to conduct test pits, gather soil samples and determine the location of the old railway beams. A lane diversion or closure will be required for the geotechnical work, dates to be shared as soon as they are confirmed. The design will hopefully be tendered this year or early 2026. The tender process is expected to take up to 2 months.

6. Closed Session

a. Downtown Reimagined Communications Strategy Request for Proposals

The recommendation regarding the RFP will be forwarded to the BIA for approval.

7. New Business

There was no new business.

8. Next Meeting

The next meeting of the Downtown Construction Task Force is scheduled for Monday, August 25, 2025, at 10 a.m.

9. Adjournment

The meeting was adjourned at 10:45 a.m.

**Grimsby Downtown Improvement Area
Budget 2026**

	Total						
	Actual (2025-07)	Budget	Difference from Budget	% of Budget	Projected	Projected % of Budget	2026 Budget
Income							
BIA Levy	44,077.62	87,350.00	-43,272.38	50.46%	87,350.00	100.00%	89,970.50
Special Levy	0.00	0.00	0.00	0.00%	-	0.00%	0.00
Grants	41,009.96	163,000.00	-121,990.04	25.16%	75,000.00	46.01%	75,000.00
Services	0.00	0.00	0.00	100.00%	-	0.00%	0.00
Sponsorships	0.00	10,000.00	-10,000.00	0.00%	2,500.00	25.00%	10,000.00
Transfer from Reserves	0.00	87,520.00	-87,520.00	0.00%	59,650.00	68.16%	0.00
Total Income	\$ 85,087.58	\$ 347,870.00	-\$ 262,782.42	24.46%	224,500.00	64.54%	\$ 174,970.50
Gross Profit	\$ 85,087.58	\$ 347,870.00	-\$ 262,782.42	24.46%	224,500.00	64.54%	\$ 174,970.50
Expenses							
Advertising							
Member Promotion Advertising	394.64	4,700.00	-4,305.36	8.40%	2,000.00	42.55%	4,700.00
Social Media Advertising	0.00	16,200.00	-16,200.00	0.00%	16,200.00	100.00%	16,200.00
Print & Digital Advertising	621.63	6,200.00	-5,578.37	10.03%	3,000.00	48.39%	6,200.00
Total Advertising	\$ 1,016.27	\$ 27,100.00	-\$ 26,083.73	3.75%	21200	78.23%	\$ 27,100.00
Bank charges	301.91	150.00	151.91	201.27%	400.00	266.67%	450.00
Charitable Rebates	0.00	300.00	-300.00	0.00%	-	0.00%	0.00
Insurance	0.00	4,000.00	-4,000.00	0.00%	3,200.00	80.00%	3,500.00
Legal and professional fees							
General Legal or Professional Expenses	0.00	0.00	0.00	100.00%	-	100.00%	0.00
Audit Fees	0.00	3,000.00	-3,000.00	0.00%	2,200.31	73.34%	3,000.00
Bookkeeping & Accounting	1,137.50	3,000.00	-1,862.50	37.92%	3,000.00	100.00%	3,000.00
Total Legal and professional fees	\$ 1,137.50	\$ 6,000.00	-\$ 4,862.50	18.96%	5,200.31	86.67%	\$ 6,000.00
Office expenses							
General Office Expenses	39.63	200.00	-160.37	0.00%	200.00	100.00%	400.00
Contracted Services	250.00	1,000.00	-750.00	25.00%	500.00	50.00%	1,000.00
Memberships & Subscriptions	500.64	1,000.00	-499.36	50.06%	1,750.00	175.00%	1,500.00
Software	613.04	500.00	113.04	122.61%	750.00	150.00%	500.00
Total Office expenses	\$ 1,403.31	\$ 2,700.00	-\$ 1,296.69	51.97%	3,200.00	118.52%	\$ 3,400.00
Other general and administrative expenses							
Meeting Expenses	43.36	500.00	-456.64	8.67%	500.00	100.00%	500.00
Stationary, Supplies & Computers	0.00	200.00	-200.00	0.00%	100.00	50.00%	400.00
Website	486.70	400.00	86.70	121.68%	5,000.00	1250.00%	400.00
Total Other general and administrative expenses	\$ 530.06	\$ 1,100.00	-\$ 569.94	48.19%	5,600.00	1400.00%	\$ 1,300.00
Payroll Expenses							
Taxes	6,039.80	12,000.00	-5,960.20	50.33%	12,000.00	100.00%	12,000.00
Wages	48,537.01	89,520.00	-40,982.99	54.22%	84,480.00	94.37%	85,200.00

Total Payroll Expenses	\$	54,576.81	\$	101,520.00	-\$	46,943.19	53.76%		0.00%	\$	97,200.00	
Shipping and delivery expense		25.04		0.00		25.04	100.00%	25.04	100.00%		100.00	
Taxes and Licenses		0.00		3,000.00		-3,000.00	0.00%	1,500.00	50.00%		1,000.00	
Total Expenses	\$	58,990.90	\$	145,870.00	-\$	86,879.10	40.44%	40,325.35	27.64%	\$	140,050.00	
Net Operating Income	\$	26,096.68	\$	202,000.00	-\$	175,903.32	12.92%	184,174.65	91.18%	\$	34,920.50	
Other Expenses												
BIA Special Events												
Canada Day Event		1,713.79		10,000.00		-8,286.21	17.14%	10,000.00	100.00%		3,500.00	
Christmas Parade		0.00		2,500.00		-2,500.00	0.00%	2,500.00	100.00%		2,500.00	
Comedy Night		2,000.00		2,000.00		0.00	100.00%	2,000.00	100.00%		2,000.00	
Construction Programming		0.00		30,000.00		-30,000.00	0.00%	25,000.00	83.33%		30,000.00	
Downtown Event Expansion		2,856.81		1,500.00		1,356.81	190.45%	2,856.81	190.45%		8,000.00	
Easter Event		2,949.49		2,000.00		949.49	0.00%	2,949.49	0.00%		3,500.00	
Halloween Event		0.00		2,500.00		0.00	0.00%	2,500.00	0.00%		3,500.00	
Music at the Forty		2,000.00		2,000.00		0.00	100.00%	2,000.00	0.00%		2,000.00	
Happening Event		30,000.00		30,000.00		0.00	100.00%	30,000.00	100.00%		20,000.00	
Shopping Spree Promotions		654.18		1,500.00		-845.82	43.61%	2,500.00	166.67%		2,500.00	
Winter Event		0.00		50,000.00		-50,000.00	0.00%	-	0.00%		0.00	
Total BIA Special Events	\$	42,174.27	\$	134,000.00	-\$	91,825.73	31.47%	74,856.81	55.86%	\$	77,500.00	
Downtown Beautification												
General Beautification		0.00		0.00		0.00	0.00%	-	0.00%		6,500.00	
Decoration Planters/Hanging Baskets		8,722.50		8,000.00		722.50	109.03%	8,000.00	100.00%		8,000.00	
Lighting Program		0.00		60,000.00		-60,000.00	0.00%	10,000.00	16.67%		12,000.00	
Total Downtown Beautification	\$	8,722.50	\$	68,000.00	-\$	59,277.50	12.83%	128,213.62	188.55%	\$	26,500.00	
Total Other Expenses	\$	50,896.77	\$	202,000.00	-\$	151,103.23	25.20%	203,070.43	100.53%	\$	104,000.00	
Net Other Income	-\$	50,896.77	-\$	202,000.00	\$	151,103.23	25.20%	-	203,070.43	100.53%	-\$	104,000.00
Net Income	-\$	24,800.09	\$	0.00	-\$	24,800.09		-	18,895.78		-\$	69,079.50
Reserve Starting Balance	\$	164,038.00	\$	164,038.00	\$	0.00	0.00%	164,038.00	100.00%	\$	104,388.00	
Ending Balance	\$	139,237.91	\$	95,834.24	-\$	43,403.67	-45.29%	104,388.00	108.93%	\$	35,308.50	

Profit and Loss

Grimsby Downtown Improvement Area

January 1-July 31, 2025

Distribution account	Total
Income	
BIA Levy	44,077.62
Grants	41,009.96
Services	0.00
Total for Income	\$85,087.58
Cost of Goods Sold	
Gross Profit	\$85,087.58
Expenses	
Advertising	0.00
Member Promotion Advertising	394.64
Print & Digital Advertising	621.63
Total for Advertising	\$1,016.27
Bank charges	301.91
Legal and professional fees	0.00
Bookkeeping & Accounting	1,137.50
Total for Legal and professional fees	\$1,137.50
Office expenses	0.00
Contracted Services	250.00
General Office Expenses	39.63
Memberships & Subscriptions	581.97
Total for Office expenses	\$871.60
Other general and administrative expenses	0.00
Meeting Expenses	43.36
Stationary, Supplies & Computers	1,187.92
Website	486.70
Total for Other general and administrative expenses	\$1,717.98
Payroll Expenses	896.02
Payworks Service Fees	404.83
Taxes	6,039.80
Wages	48,537.01
Total for Payroll Expenses	\$55,877.66
Total for Expenses	\$60,922.92
Other Income	
Other Expenses	
BIA Special Events	
Canada Day Event	1,713.79
Comedy Night	2,000.00
Downtown Event Expansion	2,856.81

Easter	2,949.49
Happening Event	30,000.00
Music on the Forty	2,000.00
Shopping Spree Promotions	654.18
Total for BIA Special Events	\$42,174.27
Downtown Beautification	0.00
Decoration Planters/Hanging Baskets	6,922.50
Total for Downtown Beautification	\$6,922.50
Total for Other Expenses	\$49,096.77
Profit	-\$24,932.11

Grimsby Downtown Improvement Area
Budget vs. Actuals
January - July, 2025

	Total			
	Actual	Budget	over Budget	% of Budget
Income				
BIA Levy	44,077.62	87,350.00	-43,272.38	50.46%
Grants	41,009.96	163,000.00	-121,990.04	25.16%
Services	0.00	0.00	0.00	0.00%
Sponsorships	0.00	10,000.00	-10,000.00	0.00%
Transfer from Reserves	0.00	87,520.00	-87,520.00	0.00%
Total Income	\$ 85,087.58	\$ 347,870.00	-\$ 262,782.42	24.46%
Gross Profit	\$ 85,087.58	\$ 347,870.00	-\$ 262,782.42	24.46%
Expenses				
Advertising				
Member Promotion Advertising	394.64	4,700.00	-4,305.36	8.40%
Misc. Advertising	0.00	16,200.00	-16,200.00	0.00%
Print & Digital Advertising	621.63	6,200.00	-5,578.37	10.03%
Total Advertising	\$ 1,016.27	\$ 27,100.00	-\$ 26,083.73	3.75%
Bank charges	301.91	150.00	151.91	201.27%
Charitable Rebates	0.00	300.00	-300.00	0.00%
Insurance	0.00	4,000.00	-4,000.00	0.00%
Legal and professional fees				
Audit Fees	0.00	3,000.00	-3,000.00	0.00%
Bookkeeping & Accounting	1,137.50	3,000.00	-1,862.50	37.92%
General Legal or Professional Expenses	0.00	0.00	0.00	0.00%
Total Legal and professional fees	\$ 1,137.50	\$ 6,000.00	-\$ 4,862.50	18.96%
Office expenses				
Contracted Services	250.00	1,000.00	-750.00	25.00%
General Office Expenses	39.63	200.00	-160.37	19.82%
Memberships & Subscriptions	500.64	1,000.00	-499.36	50.06%
Software	613.04	500.00	113.04	122.61%
Total Office expenses	\$ 1,403.31	\$ 2,700.00	-\$ 1,296.69	51.97%
Other general and administrative expenses				
Meeting Expenses	43.36	500.00	-456.64	8.67%
Stationary, Supplies & Computers	0.00	200.00	-200.00	0.00%
Website	486.70	400.00	86.70	121.68%
Total Other general and administrative expenses	\$ 530.06	\$ 1,100.00	-\$ 569.94	48.19%
Payroll Expenses				
Payworks Service Fees	404.83	0.00	404.83	
Taxes	6,039.80	12,000.00	-5,960.20	50.33%
Wages	48,537.01	89,520.00	-40,982.99	54.22%
Total Payroll Expenses	\$ 54,981.64	\$ 101,520.00	-\$ 46,538.36	54.16%
Taxes and Licenses		3,000.00	-3,000.00	0.00%
Total Expenses	\$ 59,370.69	\$ 145,870.00	-\$ 86,499.31	40.70%
Net Operating Income	\$ 25,716.89	\$ 202,000.00	-\$ 176,283.11	12.73%
Other Expenses				
BIA Special Events				
Canada Day Event	1,713.79	10,000.00	-8,286.21	17.14%
Christmas Parade	0.00	2,500.00	-2,500.00	0.00%
Comedy Night	2,000.00	2,000.00	0.00	100.00%
Construction Programming	0.00	30,000.00	-30,000.00	0.00%
Downtown Event Expansion	5,806.30	6,000.00	-193.70	96.77%
Happening Event	30,000.00	30,000.00	0.00	100.00%
Music on the Forty	2,000.00	2,000.00	0.00	100.00%
Shopping Spree Promotions	654.18	1,500.00	-845.82	43.61%

Winter Event	0.00	50,000.00	-50,000.00	0.00%
Total BIA Special Events	\$ 42,174.27	\$ 134,000.00	-\$ 91,825.73	31.47%
Downtown Beautification				
Decoration Planters/Hanging Baskets	8,722.50	8,000.00	722.50	109.03%
Lighting Program	0.00	60,000.00	-60,000.00	0.00%
Total Downtown Beautification	\$ 8,722.50	68,000.00	-\$ 59,277.50	12.83%
Total Other Expenses	\$ 50,896.77	\$ 202,000.00	-\$ 151,103.23	25.20%
Net Other Income	-\$ 50,896.77	-\$ 202,000.00	\$ 151,103.23	25.20%
Net Income	-\$ 25,179.88	\$ 0.00	-\$ 25,179.88	

Monday, Sep. 08, 2025 09:07:41 a.m. GMT-7 - Accrual Basis