

**Wiaraton BIA**

**October 1, 2025 at 6:00 pm  
Municipal Council Chambers**

**Agenda**

- 1. Call to Order**
- 2. Attendance and Regrets**
- 3. Declaration of Pecuniary Interest and General Nature Thereof**
- 4. Public Notice/ General Announcements**
- 5. Adoption of Minutes**
  - 5.1 Adoption of Minutes-May 7, 2025
- 6. Public Meetings**

None.
- 7. Delegations**

None.
- 8. Reports (New Business)**
  - 8.1 Second Phase of Big Dig Update (M. Hepburn)
  - 8.2 Draft Financial Statement-2024 Audit – Board to review and approve
  - 8.3 Developments/New Businesses – Board to discuss any new or pending ventures
  - 8.4 Budget Year to Date Update – To September 18, 2025
  - 8.5 2026 Budget Deliberations – Board to begin deliberations; Consideration of Funding Request from Deep Water Gallery
  - 8.6 Items to Add to Upcoming Agenda
- 9. Departmental Updates**
  - 9.1 Chamber Update – Board to discuss with Chamber staff/executive any

initiatives/business common to both organizations

- 9.2 Town Staff Update – Staff to provide any update relevant to the BIA business

**10. Correspondence**

None

**11. Matters of Urgency**

**12. Reports from Committee Members or Local Board Members**

**13. Upcoming Meetings**

- 13.1 November 5, 2025 at 6:00 pm in the Council Chambers (consider changing date to accommodate a Council meeting scheduled for the same date)

**14. Unfinished Business**

- 14.1 Strategic Planning – Public meeting update; presentation of final plan (C. Hull, W. Chen and D. Nusko)
- 14.2 Recycle Bins and General Recycling Program – Public Works was asked to provide an update on recycling as a whole (C. Hull)
- 14.3 Snow Removal – Will be discussed again after Council receives report from staff regarding costs and frequency
- 14.4 BIA Associate Members – Will be considered upon completion of the Strategic Plan (M. Hepburn)
- 14.5 Signs – general report for Board consideration (no budget allocation in 2025)
- 14.6 Purchase of A-Frame Signs and Banners – forwarded to the 2026 budget deliberations
- 14.7 Marketing Strategy – report on success of first two promotions; 2026 budget considerations (N. Vascotto)
- 14.8 Home and Lifestyle Expo Booth – Metrics received for information (N. Vascotto)
- 14.9 Entertainment in the Parkette – report on summer entertainment (C.

Dobbin)

14.10 Flower and Flower Basket Purchase for 2026 – during 2026 budget deliberations, members are to advise the types of flowers to be purchased

14.11 Enhancements to Downtown Planting Areas – C. Dobbin to research types of plants for consideration

14.12 2025 Remaining Budget Projects – Online advertising (\$5,200), Christmas advertising (\$2,000), radio general advertising (\$4,700), public art collaboration (\$2,000), Christmas tree decorations (\$300), tree well perennial replacement (\$2,000 + reserves if needed)

**15. Closed Session**

Not required

**16. Adjournment**