



AGENDA

2025 Annual General Meeting

Tuesday, November 4th, 2025

6:00pm

Pie Eyed Monk, 8 Cambridge Street North

EXECUTIVE

Chair – Wes Found | Linborough Property Corp.

Vice-Chair – Steve Podolsky | A&L Investments

Co-Treasurer – Sandra Falconer | Appleseed Quiltworks

Co-Treasurer – Sandra Patrick | Down to Earth

DIRECTORS

Reese Burns | Burns Bulk Food

Nicki Dedes | Olympia Restaurant

Jim Garbutt | A Buy & Sell Shop

Adam Hayward | Nesbitt's Meat Market

Councillor Mark Doble | CKL Council, Ward 5

Deputy Mayor Charlie McDonald | CKL Council, Ward 7

LIAISONS

Carlie Arbour | CKL Economic Development

Chief Kirk Robertson | Kawartha Lakes Police Service

STAFF

Melissa McFarland | Executive Director

Mary Hackett | Marketing Coordinator

Wayne English | Community Liaison

1.0 – CALL TO ORDER

2.0 – OPENING REMARKS FROM LDBIA CHAIR – WES FOUND

3.0 – ADMINISTRATIVE BUSINESS

3.1 – Adoption of Agenda | Annual General Meeting 2025

3.2 – Declarations of Pecuniary Interest

3.3 – Adoption of Minutes | Meeting of November 7th, 2024

4.0 – NEW BUSINESS

4.1 - Update from Beautification Committee – Sandra Falconer

4.2 – Update from Marketing Committee – Sandra Patrick & Mary Hackett

4.3 – Update from Parking & Advocacy Committee – Deputy Mayor Charlie McDonald

4.4 – Budget Presentation – Melissa McFarland

4.5 – The BIA’s Look at 2026 & Beyond – Wes Found

5.0 – GUEST SPEAKER

Patty Hayes | All About BIAs

A seasoned BIA expert with over 30 years of frontline experience helping BIAs build strategy, partnerships, and practical solutions. Patty will discuss the LDBIA’s approach to Strategic & Action Planning this past year, and the strengths and potential opportunities of Lindsay’s Downtown as we look to the future.

6.0 – OPEN DISCUSSION

7.0 – ADJOURNMENT

MEMBER SOCIAL TO FOLLOW

**Connect with the BIA Board, Committee Members & Staff; fellow downtown business owners
& their staff; and enjoy complimentary refreshments and a cash bar,
ahead of the busy holiday season!**

Thank you for your attendance at the Lindsay Downtown BIA’s Annual General Meeting. This meeting is a wonderful opportunity for us to connect with you; for you to connect with each other; and share our mutual vision for a vibrant downtown community!



MINUTES

2024 Annual General Meeting

Thursday, November 7th, 2024
6:00pm
Pie Eyed Monk, 8 Cambridge Street North

EXECUTIVE

Chair – Wes Found | Linborough Property Corp.
Vice-Chair – Steve Podolsky | A&L Investments
Co-Treasurer – Sandra Falconer | Appleseed Quiltworks
Co-Treasurer – Sandra Patrick | Down to Earth

DIRECTORS

Reese Burns | Burns Bulk Food
Nicki Dedes | Olympia Restaurant
Jim Garbutt | A Buy & Sell Shop
Adam Hayward | Nesbitt's Meat Market
<Vacant> | CKL Council, Ward 5
Charlie McDonald | CKL Council, Ward 7

LIAISONS

Carlie Arbour | CKL Economic Development
Chief Kirk Robertson | Kawartha Lakes Police Service

LINDSAY DOWNTOWN BUSINESS IMPROVEMENT ASSOCIATION

7 York Street South, K9V 6G7 | 705-324-7710 | hello@lindsaydowntown.ca

1.0 – CALL TO ORDER -----

Meeting Called to Order by the Chair: 6:20pm

In Attendance: *See attached*

Recording Secretary: Melissa McFarland

2.0 – OPENING REMARKS -----

Wes Found, Chair, Lindsay Downtown BIA

3.0 – ADMINISTRATIVE BUSINESS -----

3.1 - Adoption of Agenda

Moved By: Steve Podolsky **Seconded By:** Sandra Patrick

Resolved: That the agenda be adopted as circulated.

Carried AGM2024-03

3.2 – Declarations of Pecuniary Interest

None Declared

4.0 – NEW BUSINESS -----

4.1 – Update from Beautification Committee

Presented by Committee Vice-Chair, Sandra Falconer

Committee accomplishments over the past year were highlighted, and members that have taken the time to assist in the beautification of downtown in various ways were acknowledged, and that future engagement is always needed and welcomed. It was noted the importance of the positive relationships that the BIA has been able to cultivate with municipal staff, and how helpful key staff have been. The BIA intends to begin a project for new historical-themed lamppost banners in the coming year.

4.2 – Update from Marketing Committee

Presented by Committee Chair, Sandra Patrick & Staff Marketing Coordinator, Mary Hackett

The role of the full-time Marketing Coordinator was reviewed, and it was noted how much the BIA's marketing initiatives have improved with staff in this role. A new website for the organization is being considered, and member input into what they would like to see for this, as well as other promotions and campaigns is always welcomed. The main focus of the committee is to drive regular traffic to the downtown, both in terms of local residents as well as visitors.

4.3 – Update from Parking & Advocacy Committee

Presented by Committee Chair, Deputy Mayor Charlie McDonald

A brief overview of the downtown's history with parking enforcement over the past decade was given, and how far the BIA has come in this regard. A big thank you was given to the BIA's Parking Control staff, whose friendly presence on the downtown streets is an asset, as well as ensuring regular turnover to ensure the best parking availability possible for visitors. The BIA's successful application for grant funding towards the CCTV system was finally brought to life with installation happening in early fall and the system now in use. A brief update on the municipality's homelessness situation was given, and what services are being in put in place to address noted issues before winter.

4.4 – 2025 Budget Presentation

Presented by Staff Executive Director, Melissa McFarland

It was noted that a copy of the audited 2024 financials were included in the attendees agenda packages. A review of the Board approved budget was given for the operating year of February 2025-October 2026, with anticipated income sources balancing against the anticipated budgets for Administration, Beautification, Marketing & Parking Control.

4.5 – Policy Document Adoption – Constitution

Moved By: Steve Podolsky

Seconded By: Sandra Falconer

Resolved: That the draft of the Lindsay Downtown BIA's Constitution be approved as circulated.

Carried AGM2024-04

4.6 – Policy Document Adoption – Procedural By-Law

Moved By: Steve Podolsky

Seconded By: Adam Hayward

Resolved: That the draft of the Lindsay Downtown BIA's Procedural By-Law be approved as circulated.

Carried AGM2024-05

4.7 – The BIA's Look at 2025 and Beyond

Presented by Board Chair Wes Found

The 'big picture' priorities of the BIA, and how the downtown can be looking forward to focus on the economics of downtown, and driving traffic by tackling challenges, such as 2nd and 3rd floor residential vacancies, in order to make the area more economically successful. He is also looking to the membership to identify ways that the BIA can support them in their business practices, with resources like workshops and information sessions being explored, but looking for input to topics that may not be addressed by more traditional business resources and organizations. The organization plans to work on Strategic Planning and Boundary Expansion projects this coming year.

5.0 – GUEST SPEAKER -----

Mayor Doug Elmslie, City of Kawartha Lakes

On the partnerships between Lindsay's Downtown and the City of Kawartha Lakes, and the municipal projects and priorities that strengthen the economics of our entire community.

6.0 – OPEN DISCUSSION -----

Attendees discussed downtown parking, with input from various businesses regarding current time limits and their impact on customers, which vary widely by business type. Concerns were raised about parking availability and permit costs for staff. Deputy Mayor Charlie McDonald, Chair of the Parking & Advocacy Committee, noted that increasing the overall parking inventory would address most issues. He has requested that municipal staff review and recommend measures aligned with the 2021 Parking Study, with a proposal for expanding downtown parking expected by Q2 2025.

7.0 – ADJOURNMENT -----

Moved By: Steve Podolsky

Seconded By: Jim Garbutt

Resolved: That the Annual General Meeting of the Lindsay Downtown BIA held on Thursday, November 7th, 2024 be adjourned at 8:02pm.

Carried AGM2024-02

ATTENDANCE

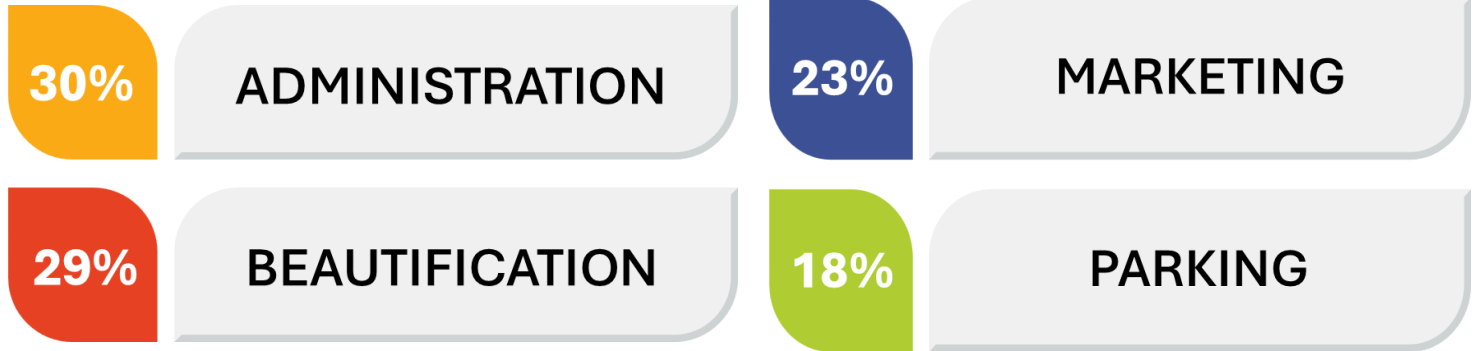
NAME	AFFILIATED BUSINESS
Melissa McFarland	Lindsay Downtown BIA
Mary Hackett	Lindsay Downtown BIA
John Van Halteren	Van Halteren's
Sue Van Halteren	Van Halteren's
Chris Houle	Iceman Video Games
Gary Butler	Iceman Video Games
Steve Podolsky	A&L Investments
Wesley Found	Linborough Property Corp
Angela Field	Tradewind Toys
Theresa Henry	Lingerie Loft
Liz Grimes	Cathy Allan Ladieswear
Ron Wittenberg	Cathy Allan Ladieswear
Alex Bartley	Cathy Allan Ladieswear
Jen Arnold	The Sweet Kitchen
Julie Robson	The Sweet Kitchen
Sandra Patrick	Down to Earth
Charlie McDonald	City of Kawartha Lakes
Rebecca Mustard	City of Kawartha Lakes
Melissa Wemyss	Wards Lawyers PC
Victoria Jessup	Kindred Coffee Bar
Raven Watson	Bloom with Raven
Ann Scarlett	Kent Florist
Beth Rescorl	Kent Florist
Liz Grimes	Cathy Allan Ladieswear
Reese Burns	Burns Bulk Food
Erastus Burley	Pie Eyed Monk
Nicki Dedes	Olympia Restaurant
Sandra Falconer	Appleseed Quiltworks
Tom Callaghan	Appleseed Quiltworks
Jim Garbutt	A Buy & Sell Shop
Michele Sauve	Gridley's Creative Bath & Body
Carlie Arbour	City of Kawartha Lakes
Mayor Doug Elmslie	City of Kawartha Lakes
Emma Scully	Bonita Clothing & Co
Joel Pringle	Coldwell Banker
Dara Pringle	Coldwell Banker
John Gennaro	Johnson Jewellers
Adam Hayward	Nesbitt's Meat Market
Ainsley Herlihey	Income Tax Plus
Esther Isherwood	Income Tax Plus



OPERATING BUDGET 2026

Operating Year: February 2026 through January 2027

TOTAL PROPOSED OPERATING BUDGET: \$420,488



REVENUE SOURCES

PROPERTY TAX LEVY REQUEST\$267,488

*Overall increase of 7.25% requested from Corporate Services, above 2025
Cost to property owners: \$506 per \$100K assessed value (up from \$471)*

HST RETURN \$20,000

*Projected, based on 2025's estimated expenditures, used as an 'Opportunity Fund' for
special projects or unforeseen costs throughout the year.*

CPDF 50/50 FUNDING \$65,000

*Requested to CKL's Community Services department
No increase from 2024*

PARKING CONTROL SUBSIDY.....\$60,000

*Requested to CKL's By-Law Enforcement department
No increase from 2024 - funding by quarterly reimbursement only*

EVENT SPONSORSHIPS.....\$5,000

*Target amount, used as a supplement toward Marketing budget, from interested
downtown businesses*

ASSOCIATE MEMBERSHIP FEES.....\$3,000

*Target amount, based on increased interest due to boundary expansion project
Associate Memberships to be offered to businesses & properties interested in services*

EXPENSE CATEGORIES



ADMINISTRATION | \$124,300

Expense Categories

Occupancy	\$22,500.00
Operational Expenses	\$16,000.00
Subscriptions & Membership	\$9,700.00
Payroll: Executive Director	\$76,100.00
TOTAL	\$124,300.00

Income Sources

Property Tax Levy	\$101,300.00
Opportunity Fund <small>(HST Return & Associate Memberships)</small>	\$23,000.00
TOTAL	\$124,300.00

SUMMARY

The Administration budget was reduced by 4.15%, with efficiencies able to be established in several areas of general operations and day to day expenses.
Reduction to Levy (per \$100K CVA): \$7.99



MARKETING | \$96,720

Expense Categories

Activations & Events	\$22,000.00
Advertising & Promotions	\$17,700.00
Payroll: Marketing Coordinator	\$57,020.00
TOTAL	\$96,720.00

Income Sources

Property Tax Levy	\$91,720.00
Sponsorships	\$5,000.00
TOTAL	\$96,720.00

SUMMARY

The Marketing budget was increased by 3.46%, as the committee looks to enhance their support of membership & outside-organization-led events, and continue to produce bi-annual editions of the Pulse magazine.
Increase to Levy (per \$100K CVA): \$6.03



BEAUTIFICATION | \$123,588

Expense Categories

Flowers & Plants	\$38,100.00
Maintenance	\$51,700.00
Projects	\$28,000.00
Payroll: Casual Maintenance	\$5,788.00
TOTAL	\$123,588.00

Income Sources

Property Tax Levy	\$58,588.00
CPDF Grant	\$65,000.00
TOTAL	\$123,588.00

SUMMARY

The Beautification budget was increased by 6.23%, due to the sharply rising costs of required materials to maintain our spring, summer and fall flower programs, as well as general costs for maintenance and hardware. Improvements to the holiday decor, beginning this year, will continue into 2026.
Increase to Levy (per \$100K CVA): \$6.93



PARKING | \$75,880

Expense Categories

General Expenses	\$1,000.00
Payroll: Community Liaison	\$55,380.00
Payroll: Parking Control	\$19,500.00
TOTAL	\$75,880.00

Income Sources

Property Tax Levy	\$15,880.00
By-Law Wage Subsidy	\$60,000.00
TOTAL	\$75,880.00

SUMMARY

The Parking Budget has the largest proposed increase (694%) but the smallest portion of the overall budget (5.94%), so its impact isn't felt nearly as much as it might seem initially. This large increase is due to the lack of carryover funds from 2025 into 2026 from the CKL By-Law subsidy, so the impact on the levy increase is necessary to support payroll this coming year.
Increase to Levy (per \$100K CVA): \$30.14

2025 UPDATE:

The newly created Opportunity Fund this year was able to support additional projects such as costs associated with Canada Summer Jobs, a full refresh of the BIA's website and CRM and other costs that were not in the original budget submitted last fall. Thank you to CKL's Economic Development department for their contribution of \$20,000 via their Local Economic Development Support grant, to support the operating costs of our organization, freeing up funding for other projects.

LINDSAY DOWNTOWN BIA - 2024 FINANCIALS

AUDITED BY CITY OF KAWARTHA LAKES TREASURY DEPARTMENT

BANK BALANCE		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	25-Jan	FULL BUDGET
Opening Balance		57,410.95	23,282.72	21,575.96	275,634.16	253,555.32	311,939.43	231,817.03	228,031.32	196,355.24	202,894.80	108,458.89	67,085.67	44,898.55	
Administration	In	0.00	0.05	137,174.22	20.00	11,087.18	136.00	0.00	0.00	28,902.00	2,882.52	0.21	248.60	0.00	SNAPSHOT
	Out	12,115.08	7,728.69	13,502.63	10,073.55	13,351.60	32,854.11	8,735.40	8,803.72	39,556.27	23,938.80	10,000.18	9,748.12	8,064.17	
Parking	In	0.00	15,027.30	5,855.06	0.00	120.15	0.00	13,975.00	11,735.00	0.00	0.00	0.00	0.00	0.00	Income Total
	Out	5,035.44	3,797.76	4,218.27	4,375.30	6,466.85	4,420.81	3,823.78	3,823.93	5,087.08	6,578.71	5,078.85	6,393.68	5,442.09	
Marketing	In	0.00	0.00	76,430.44	1,000.00	1,032.91	490.00	1,050.00	800.00	0.00	1,600.00	0.00	199.18	0.00	645,469.97
	Out	6,970.24	3,582.82	6,658.87	4,017.20	4,686.50	13,113.89	5,061.49	3,819.30	6,335.55	8,543.20	9,181.16	5,253.02	8,880.63	
Beautification	In	0.00	0.00	61,032.56	0.00	73,384.85	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Expense Total
	Out	11,569.81	2,204.33	2,803.13	2,574.34	8,596.44	26,725.51	4,721.47	26,901.05	8,109.43	18,362.61	14,304.68	3,046.02	3,223.20	
Classics on Kent	In	69.69	0.00	0.00	0.00	750.00	6,525.57	1,285.87	20,124.66	0.00	1,000.00	0.00	0.00	0.00	626,031.40
	Out	0.00	0.00	1,215.02	231.85	4,332.72	9,197.75	13,717.31	1,035.60	0.00	121.19	0.00	0.00	0.00	
My Main Street	In	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	114,000.00	0.00	Remaining
	Out	0.00	0.00	0.00	0.00	0.00	0.00	457.65	437.30	1,500.00	2,919.26	0.00	108,604.99	0.00	
		23,282.72	21,575.96	275,634.16	253,555.32	311,939.43	231,817.03	228,031.32	196,355.24	202,894.80	108,458.89	67,085.67	44,898.55	19,438.57	19,438.57
Monthly +/- between Quickbooks to Bank Balance:		-1,492.65	-579.49	-1,963.84	2,576.60	-3,667.56	-4,277.80	2,418.27	-609.82	-38,105.89	39,454.66	2,808.56	3,589.07	-150.11	YTD +/-: 0.00

ADMINISTRATION		Budget	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Total	Remaining
INCOME	2023 Carryover	27,153.29														27,153.29	0.00
	Levy	97,174.22														97,174.22	0.00
	HST	10,251.67			97,174.22											10,251.67	0.00
	Grants	68,902.00					10,251.67									68,902.00	0.00
	Miscellaneous	4,122.89		0.05	40,000.00						28,902.00					4,122.89	0.00
EXPENSES	Materials, Supplies & Services	69,964.35		115.76	420.00		835.51	136.00				2,882.52	0.21	248.60		70,028.34	-63.99
	Event Services	784.36					357.31	22,213.24	1,064.06	881.57	31,122.12	11,462.46	765.47	930.75	605.82	739.39	44.97
	Office Supplies	10,000.00	2,068.24	418.97	122.82	1,340.60	973.24	884.09	115.74	342.66	542.81	321.43	707.42	378.52	169.98	8,386.52	1,613.48
	Meals and Entertainment	2,000.00				74.64	97.55	55.36	172.87	88.19	183.09	144.68	51.30	187.40	31.97	1,087.05	912.95
	Promotional Material	2,000.00			278.86				129.85		220.00	276.00	232.19	67.78	76.22	1,280.90	719.10
	Advertising	500.00									306.99	12.71	22.00			341.70	158.30
	Professional Development	7,000.00	625.99	250.00	2,822.70	274.34	1,119.46	44.00		173.18		120.00	150.01	708.00		6,287.68	712.32
	Contracted Services	12,500.00	1,694.04	402.00	562.13	521.46	1,270.65	493.45	526.88	697.34	579.22	976.28	1,156.25	442.30	120.00	9,442.00	3,058.00
	Land & Building Rental	10,400.00	800.00	800.00	800.00	800.00	800.00	800.00	800.00	800.00	800.00	800.00	800.00	800.00	800.00	10,400.00	0.00
	Utilities & Insurance	8,000.00	1,107.04	419.71	2,511.85	605.84	554.56	117.94	452.54	301.79	365.00	368.33	96.51	571.86	774.65	8,247.62	-247.62
	Bank Service Charges	1,500.00	30.50	15.50	10.00	10.00	18.01	36.45	66.65	149.95	42.95	49.32	451.22	133.50	42.50	1,056.55	443.45
	HST Paid Out, All Categories	10,955.36	808.02	312.82	967.65	572.79	650.88	3,202.96	400.19	375.10	412.85	1,897.66	517.57	517.23	319.64	10,955.36	0.00
	Payroll Costs	72,000.00	4,981.25	4,993.93	5,006.62	5,044.71	7,509.94	5,006.62	5,006.62	4,993.94	4,981.24	7,509.93	5,050.24	5,010.78	5,123.39	70,219.21	1,780.79

PARKING		Budget	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Total	Remaining
INCOME	2023 Carryover	4,254.36														4,254.36	0.00
	Levy	5,855.06														5,855.06	0.00
	HST	120.15			5,855.06											120.15	0.00
	By-Law Reimbursements	70,027.30		15,027.30												40,737.30	29,290.00
	Materials, Supplies & Services	1,083.71				47.25		453.09	13,975.00	11,735.00	473.36	49.95			307.89	1,331.54	-247.83
EXPENSES	HST Paid Out, All Categories	173.16				6.14		58.91			61.59	6.49			40.03	173.16	0.00
	Payroll	79,000.00	5,035.44	3,797.76	4,218.27	4,321.91	6,466.85	3,908.81	3,823.78	3,823.93	4,552.13	6,522.27	5,078.85	6,393.68	5,094.17	63,037.85	15,962.15

MARKETING		Budget	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Total	Remaining
INCOME	2023 Carryover	10,220.24														10,220.24	0.00
	Levy	76,430.44														76,430.44	0.00
	HST	532.91			76,430.44											532.91	0.00
	Sponsors & Event Income	5,190.00				1,000.00	500.00	490.00	800.00	800.00		1,600.00				5,190.00	0.00
	Gift Certificate Sales	449.18							250.00					199.18		449.18	0.00
EXPENSES	Materials, Supplies & Services	3,074.87	144.00	108.85	181.11	35.31		1,351.46	162.25	56.44		131.73	435.18	137.50		2,743.83	331.04
	Event Services	9,000.00	1,225.00			225.00	221.24	5,143.90					350.00	180.00	1,630.00	8,975.14	24.86
	Gift Cert Reimbursements	11,000.00	2,075.00	450.00	175.00	725.00	250.00		300.00	100.00	125.00		245.00	125.00	2,550.00	7,120.00	3,880.00
	Promotional Material	10,000.00	2,045.00	389.70	521.90	30.00		2,268.48	117.98	22.52	275.09	775.75	2,202.48	103.88	103.88	8,752.78	1,247.22
	Advertising	12,000.00	1,059.00	835.00	2,929.91			33.18	37.68	8.14	1,895.72	1,981.31	1,773.00	329.00	945.00	11,826.94	173.06
	HST Paid Out, All Categories	2,747.90	422.24	174.92	461.79	37.74	28.76	747.14	41.33	11.32	122.98	111.27	391.41	60.65	136.35	2,747.90	0.00
	Payroll	45,000.00		1,624.35	2,389.16	2,964.15	4,186.50	3,569.73	4,402.25	3,620.88	3,916.76	5,543.14	3,784.09	4,420.87	3,515.40	43,937.28	1,062.72

BEAUTIFICATION		Budget	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Total	Remaining
INCOME	2023 Carryover	15,783.06														15,783.06	0.00
	Levy	61,032.57														61,032.57	0.01
	HST	8,384.85			61,032.56											8,384.85	0.00
	Grants	65,000.00														65,000.00	0.00
	Materials, Supplies & Services	84,791.45	7,500.00	11.00	29.48	13.50	3,772.96	13,114.84	158.54	19,902.60	3,402.82	11,763.39	8,091.24	91.43	171.02	68,022.82	16,768.63
EXPENSES	Miscellaneous	7,851.00						7,851.00								7,851.00	0.00
	Promotional Material	1,000.00						515.00					145.00			660.00	340.00
	Contracted Services	42,000.00	2,687.50	2,097.50	2,300.00	2,200.00	3,450.00	3,910.00	4,195.00	3,910.00	4,128.97	3,935.00	4,280.00	2,353.25	2,713.44	42,160.66	-160.66
	HST Paid Out, All Categories	8,558.03	975.00		1.20		271.43	1,704.93	20.61	2,587.37	341.09	1,932.48	1,032.37	15.14	76.41	8,558.03	0.00
	Payroll	6,000.00	407.31	95.83	472.45	360.84	587.05	144.74	347.32	501.08	236.55	1,131.74	756.07	586.20	262.33	5,889.51	110.49

CLASSICS ON KENT		Budget	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Total	Remaining
INCOME	HST	-69.69					1,008.35									1,078.04	0.00
	Event Income					750.00	5,517.22	1,285.87	20,124.66			120.00	1,000.00			28,797.75	0.00
	Materials, Supplies & Services							2,388.96	4,738.71							7,127.67	0.00
	Event Services					30.00	1,044.36	3,344.20	5,068.52							9,487.08	0.00



MINUTES

2025 Annual General Meeting

Tuesday, November 4th, 2025
6:00pm
Pie Eyed Monk, 8 Cambridge Street North

EXECUTIVE

Chair – Wes Found | Linborough Property Corp.
Vice-Chair – Steve Podolsky | A&L Investments
Co-Treasurer – Sandra Falconer | Appleseed Quiltworks
Co-Treasurer – Sandra Patrick | Down to Earth

DIRECTORS

Reese Burns | Burns Bulk Food
Nicki Dedes | Olympia Restaurant
Jim Garbutt | A Buy & Sell Shop
Adam Hayward | Nesbitt's Meat Market
Councillor Mark Doble | CKL Council, Ward 5
Deputy Mayor Charlie McDonald | CKL Council, Ward 7

LIAISONS

Carlie Arbour | CKL Economic Development
Chief Kirk Robertson | Kawartha Lakes Police Service

STAFF

Melissa McFarland | Executive Director
Mary Hackett | Marketing Coordinator
Wayne English | Community Liaison

1.0 – CALL TO ORDER -----

Meeting Called to Order by the Chair: 6:32pm

In Attendance: *See attached*

Recording Secretary: Melissa McFarland

2.0 – OPENING REMARKS -----

Wes Found, Chair - Lindsay Downtown BIA

3.0 – ADMINISTRATIVE BUSINESS -----

3.1 - Adoption of Agenda

Moved By: Steve Podolsky

Seconded By: Reese Burns

Resolved: That the agenda be adopted as circulated.

Carried AGM2025-01

3.2 – Declarations of Pecuniary Interest

None Declared

3.1 - Adoption of Minutes

Moved By: Steve Podolsky

Seconded By: Joel Pringle

Resolved: That the Minutes of the Annual General Meeting of November 7th, 2024, be adopted.

Carried AGM2025-02

4.0 – NEW BUSINESS -----

4.1 – Update from Beautification Committee

Presented by Committee Vice-Chair, Sandra Falconer

Committee responsibilities and accomplishments over the past year were highlighted, and members that have taken the time to assist in the beautification of downtown in various ways were acknowledged. She reviewed the annual activities, and the improvements being made to the holiday décor this year. Discussion was held regarding the maintenance team, thanking Scott Wood and Brian English for their dedication in the maintenance of the downtown as well as volunteers. It was noted the importance of the positive relationships that the BIA has been able to cultivate with municipal staff, and how helpful key staff have been. The BIA intends to embark on a project for installing historical street banners, and have applied for Legacy CHEST Funding. She thanked the committee members, and noted that engagement and input is always needed and welcomed.

4.2 – Update from Marketing Committee

Presented by Committee Chair, Sandra Patrick & Staff Marketing Coordinator, Mary Hackett

The presentation reflected the activities of the committee, and how consideration is always made to best serve the needs of the entire membership. The activities of Mary Hackett, Marketing Coordinator was reviewed, and the consistent online presence she has been able to maintain; the work going into the monthly newsletter; regular activations in the downtown such as the Easter Scavenger Hunt, the food promotions such as Loaded Fries and Flatbread in the spring and fall, as well as events such the Summer Kickoff, Holiday Kickoff and Holiday Passport. Sandra reviewed the grant program available to members and outside organizations to host events in the downtown. The Pulse magazine editions, new this year, saw circulation targeted to new residents of Lindsay, and membership engagement for content is welcomed. 2026 planning is underway, and the new website will be live by the beginning of the year. All activities are possible and the committee is constantly reviewing what works and what doesn't, and making adjustments for the future.

4.3 – Update from Parking & Advocacy Committee

Presented by Committee Chair, Deputy Mayor Charlie McDonald

Deputy Mayor McDonald reviewed the BIA's approach to parking in the downtown, and the steps that are finally beginning to be taken in efforts to increase the overall parking inventory downtown. He stated that all debates on parking time limits and ticketing are moot until the inventory issue is addressed via recommendations made in the 2022 Parking Study that had not

really been addressed by the municipality until now, under the advocacy of himself and Councillor Mark Doble. Advocacy initiatives over the past year that the BIA has done their best to address include safety and security in the downtown and the usage of the CCTV system. The cessation of commercial recycling in January is a challenge still being addressed by the BIA and updates will be provided soon. He also advised that new faces and ideas are welcomed on the committees.

4.4 – 2026 Budget Presentation

Presented by Staff Executive Director, Melissa McFarland

Following an explanation of the BIA's financial structure and a, a review of the Board approved budget was given for the operating year of February 2026 – January 2027 with anticipated income sources balancing against the anticipated budgets for Administration, Beautification, Marketing & Parking Control. It was noted that a copy of the audited 2025 financials were included in the attendees agenda packages.

4.5 – The BIA's Look at 2025 and Beyond

Presented by Board Chair Wes Found

Wes discussed BIA's approach to strategic planning, and the discussions that have occurred around increasing vibrancy downtown on a regular basis. He discussed the BIA's new website and CRM, which will allow the BIA to know and understand their membership data on a much higher level. He also did a brief review of the initiatives the BIA is involved in, including a boundary expansion and residential development.

5.0 – GUEST SPEAKER -----

Patty Hayes | All About BIA's

A seasoned BIA expert with 30 years of frontline experience helping build strategy, partnerships and practical solutions. Patty discussed the LDBIA's approach to Strategic and Action Planning this past year, and the strengths and potential opportunities of Lindsay's Downtown as they look to the future.

6.0 – OPEN DISCUSSION -----

Covered in guest speaker Q&A.

7.0 – ADJOURNMENT -----

Moved By: Jim Garbutt

Seconded By: Sandra Patrick

Resolved: That the Annual General Meeting of the Lindsay Downtown BIA held on Tuesday, November 4th, 2025, be adjourned at 8:40pm.

Carried AGM2025-03

MEETING ATTENDANCE -----

NAME	AFFILIATED BUSINESS	NAME	AFFILIATED BUSINESS
Melissa McFarland	Lindsay Downtown BIA	Liz Grimes	Cathy Allan / Lizzy's
Mary Hackett	Lindsay Downtown BIA	Ron Wittenberg	Cathy Allan / Lizzy's
Steve Podolsky	A&L Investments	Alexsandra Bartley	Cathy Allan / Lizzy's
Chris Houle	Iceman Video Games	Kate Westcott	Kate Co Home
Patty Hayes	All About BIAs	Tod Ward	Colour + Code
Wes Found	Linborough Property Corp.	Dara Bergeron	Kindred Coffee Bar
Sandra Patrick	Down to Earth	Bethany Rescorl	Kent Florist
Angela Field	Tradewind Toys	Ann Scarlett	Kent Florist
Wayne English	Lindsay Downtown BIA	Rebecca Mustard	City of Kawartha Lakes
Melissa Wemyss	Wards Lawyers PC	Carlie Arbour	City of Kawartha Lakes
Charlie McDonald	City of Kawartha Lakes	Sandra Falconer	Appleseed Quiltworks
Scott Wood	Lindsay Downtown BIA	Tom Callaghan	Appleseed Quiltworks
Mark Doble	City of Kawartha Lakes	Berta Tesic	Zoom Physiotherapy
Alison Steinsky	Mackey Funeral Home	Dean Tesic	Zoom Physiotherapy
Taya Sharman	Mackey's Celebrations	Gary Butler	Iceman Video Games
Joel Pringle	Coldwell Banker RMR	Nicki Dedes	Olympia Restaurant
Julie Robson	The Sweet Kitchen	Theresa Henry	The Lingerie Loft
Reese Burns	Burns Bulk Food	Kevin Brasier	The Lingerie Loft
Jen Arnold	The Sweet Kitchen	Jim Garbutt	A Buy & Sell Shop
John Van Halteren	Van Halteren's Music Centre	Michele Sauve	Gridley's