



Downtown Simcoe BIA  
(Business Improvement Area)  
MINUTES OF  
Monthly Board of Management Meeting

DATE: Friday April 14, 2023 at 8:30 AM      LOCATION: In person & via Zoom  
PRESENT: Board Members: Cam Carter, Les Anderson, Joe Botscheller, Brian Jones, Alan Duthie,  
Doug Brunton, (Quorum)  
STAFF: Judy Phibbs  
GUESTS: Chris Garwood (Norfolk County), Shauna Poulton (OPP)  
REGRETS: Kathy-Ann Judy Fearon, Jason Watson, Tiana Moe

**1. Call to Order / Welcome / Declaration of Pecuniary Interest / Review of Agenda**

8:30 AM. Cam Carter chaired the meeting, called the meeting to order. Cam reviewed the Agenda. No additions to the Agenda. No Declaration of Pecuniary Interest.

**2. Guest Discussion & Welcome – Norfolk OPP**

Les informed the board that Sharon Poulton, OPP is the replacement for Jay Eberley as of the beginning of April, 2023. Shauna gave a brief highlight of her OPP status as always being stationed in Norfolk (16 years). Available by same phone # as Jay had. Currently 3 hot spots in Simcoe. Talbot Gardens Arena has asked for extra watch. Homeless looking for warmth. Library has lots of drug activities upstairs in washroom in kid's area. Focused patrol there now. Lynn valley trail encampments set up again. Clean up behind water treatment plant behind Oakwood Avenue underway. Issues at Indwell, but they are landlord/tenant problems and takes a long time to evict a tenant. Encouraging foot patrol officers to use the office in Indwell. Cam suggested we send letter of support if additional funding is required to help with the staffing issues at Indwell. County can/should help with this issue as funding was requested from the County. Doug will check further into it. Indwell was not supposed to have staffing issues based on their presentation to Norfolk County Council.

Street crime: Lengthy drug investigation done now. 2 overdoses, not fatal. Seeing a decrease in that.

Cameras: Very helpful on 2 occasions. One impaired incident was captured which will be useful in court. Can we provide list of cameras locations? Perhaps a mapping system. Total of 108 Crime Stopper tips to-date this year.

Holy Trinity: Seeing increase in weed and nicotine offences. Cases of dealing drugs in the parking lot. The dealer is under age, and was caught. Foot patrols through the school has helped. Public schools have declined police presence in their schools. Still a presence in the Catholic School Board, but Grand Erie says no police presence in their schools. No kids program. No presence in schools unless it is a call for service. Wayne Baker is contact in Grand Erie school board. Alan suggested anyone/everyone send letter to their trustee.

3. **Guest Discussion & Welcome** – Chris Garwood (Norfolk County)

Community Days coming up. It has a robust agenda, but still looking for events to promote. Forward those to Chris. Workshops are back. Next one is on April 25<sup>th</sup> at Venture Norfolk covering the new Not-For-Profit Act. A lawyer from MHN Lawyers will be speaking.

Fast & Furious will be shooting a movie here. More information to come.

Shop Norfolk comes to a close end of May. Found that people want to shop in person. Visit Norfolk app is getting some traction. Lots downloaded. Renewal notice was received. In process of tidying it up, taking out older activities.

Digital Service Squad is back and will be hiring staff.

Patio program will not have a fee this year. People love the patios. Communications need updating to inform that there is no fee. No word from County councilors or Norfolk County. That affects downtown businesses, merchants and restaurants.

Economic recovery plan; Norfolk County asked that the surplus dollars from 2022 go back to the patio program to offset the fees.

Tourism website was going to be redone. Our 6 events should be sent to Chris and the Digital Services Squad will add them to the tourism website right away.

4. **Acceptance of Minutes – March 10, 2023**

*MOTION: Motion by Doug Brunton to accept meeting minutes of March 10, 2023. 2<sup>nd</sup> by Brian Jones. All in favour. **Carried.***

5. **Business Arising from the Minutes/Updates**

Items will be covered under Other Business.

6. **Correspondence**

No correspondence received.

7. **Financial Report**

Les presented the Cheque Register for the month of March which was emailed to all Board Members prior to this meeting. Les reviewed and explained the various expenses.

*MOTION: Moved by Lyndsey Ross to accept the Financial Report and to authorize expenditures from March 1-31, 2023 as presented in the Treasurer's Report. 2<sup>nd</sup> by Doug Brunton. All in favour. **Carried.***

**8. Committee Reports**

**Executive Committee:** No meeting.

**Committee of the Whole:** Meeting was held on Friday March 24. Items from the notes will be discussed under Other Business. Committee of the Whole report was received as information. Next meeting date is Friday April 28, 2023 at 8:30 AM.

**9. Other Business / Round Table**

- 9a** Friday Night Market: Les is still trying to locate a stage. The fee from one place is \$4,500. Still needs to ask Schuyler Farms. We have sound and lighting. Les looking into a grant for festivals. Finding that 1 day festivals are not covered, but trying to convince that it covers 6 days total. Reaching out to breweries, wineries and food trucks. Or may go with expanded patio at JK's. A couple of car shows booked. Fire Depts will be asked about antique fire trucks show. Kids zone is all set. Sign rental: Ryan Szucs working on design of one. One each will be placed at Super Store and Car Star.
- 9b** Planters: Eising's have a larger one but can't guarantee in winter weather. Similar to Tillsonburg's large tree pots. Cost approx \$12 each. 20" around. You wouldn't be able to see the difference of Eising's compared to Tillsonburg's but uncertain what the planter/pot is made of and how it would hold up winter weather. Suggestion: Go with Committee's recommendation. Plant the planters we have now and look at something new for fall/winter planting. Chris suggested checking with Delhi's and Tillsonburg's planters.
- 9c** Banners: Paint and banners ordered. Need to get communications out to previous painters.
- 9d** Hockley's Landscaping will hang flower planters and continue to water.
- 9e** Parking: Survey of BIA's across province. Only 1 (Lindsay) does parking enforcement. They receive \$30,000 from the municipality to do this. The municipality processes the tickets and collects all revenue.
- 9f** Is the county hiring a Bylaw student? Doug will check.
- 9g** Judd's basement cleaned out; rented a storage space for one month. Some items got ruined from water flood. Contact Panorama to see if interest in items rather than pay for storage. Steel brackets were found that had nothing on them. Les to take to JLM and see what \$ they give for scrap metal.
- 9h** Friday markets start May 26. June 3 is start of Community Days but Grand Opening can't be moved. Dates were set by original dates given by Chris for Community Days. Next one is June 19th
- 9i** Very successful Easter Egg Hunt downtown. For downtown promotions, the BIA looks after the holidays such as Easter, Halloween, Christmas, Mother's Day, etc.
- 9j** Les has requested the information from Norfolk County assessment roles in order to compile a list of landlord's addresses.

<b>9k</b>	Good help from Bylaw with incidents reported. ie: falling brick, barricades went up quickly, snow removal was enforced on Water St.
<b>9l</b>	Lighting: Les has called and the lights are secured. The time frame for delivery of poles and lights is approximately 2 to 3 months behind.
<b>9m</b>	Les to check if Chris Garwood's name is on the Communications list.
<b>9n</b>	New committee members will be invited to next Committee of the Whole meeting.
<b>10.</b>	<p><i>MOTION to adjourn by Brian Jones. 2<sup>nd</sup> by Doug Brunton. All in favour. <b>Carried.</b></i></p> <p>Meeting Adjourned at 9:35 AM</p> <p><b><u>Next Meeting Date:</u></b> Friday May 12, 2023 at 8:30 AM. <b>Location:</b> In-Person or via Zoom</p>

**2022 Downtown Simcoe BIA Board of Management**