



**Downtown Simcoe Business Improvement Area  
Board of Management Meeting**

**DATE:** Wed. February 12, 2025    **TIME:** 12:00 PM  
**LOCATION:** Simcoe BIA Office, 26 Peel St., Simcoe

**AGENDA**

1. **12:00 PM** Welcome and Meeting Called To Order
2. **12:00 PM** Approval of the Agenda
3. **12:05 PM** Pecuniary / Conflict of Interest Declarations
4. **12:10 PM** Brandon Sloan – General Manager, Community Development, Norfolk County  
Re: Sale of Pond St. and Argyle St Properties (see attached)
5. **12:20 PM** Acceptance of Board Meeting Minutes of December 11, 2024, and the Meeting Notes of January 8, 2025 (5 min)
6. **12:25 PM** Business Arising From The Minutes (5 min)
7. **12:30 PM** Correspondence (10 min)
  - a) Letter to Norfolk County Budget Committee re Parking Enforcement (see attached)
8. **12:40 PM** Committee Reports for Board Discussion (15 min)
  - a) Executive Committee – Pursuant to Section 239(2)(b) of the Municipal Act, 2001, as amended as the subject matter pertains to personal matters about an identifiable individual, including municipal or local board employees.
  - b) Beautification Committee – Meeting held on February 5, 2025
  - c) Communications/Events Committee – Meeting held on February 12, 2025
9. **1:00 PM** Financial Report (10 min)
  - Cheque Report for the Month of January (see attached)
  - 2025 Budget and Projections to Year End January 31, 2025 (see attached)
10. **1:10 PM** Other Business / Round Table (20 min)
  - a) Update On The Parking Enforcement Meeting On February 3, 2025 (see attached emails)
  - b) Update On The Downtown Simcoe Working Group (see attached notes)
  - c) Update On The Canada Summer Jobs Program – “Street Ambassador”
  - d) Update On The 2023 Audit and the Annual General Meeting
  - e)
11. **1:25 PM** Next Meeting Dates (5 min)
  - Board of Management Meeting – Wednesday March 12, 2025 – 12:00 PM
  - Beautification Committee Meeting – Wednesday March 5, 2025 – 12:15 PM
  - Communications/Events Committee Meeting – Wed. March 12, 2025 – 11:00 AM
  - Executive Committee Meeting – At the Call of the Chair
12. **1:30 PM** Adjournment