



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

DATE: Friday May 12, 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, Lyndsey Ross, (Quorum)
 STAFF: Judy Phibbs
 GUESTS: Genevieve Scharback & Tracey Rodrigues-Murray (Norfolk County)
 REGRETS: Kathy-Ann Judy Fearon, Jason Watson, Tiana Moe, Shauna Poulton (OPP), Chris Garwood
 (Norfolk County)

1.	<p><u>Call to Order / Welcome / Declaration of Pecuniary Interest / Review of Agenda</u></p> <p>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. Les for in camera session. Will declare at that time of discussion</p>
2.	<p><u>Guest Discussion</u> – Norfolk OPP</p> <p>No report. Shauna Poulton was not in attendance.</p>
3.	<p><u>Guest Discussion & Welcome</u> – Genevieve Scharback and Tracey Rodriques, Norfolk County</p> <p>Genevieve Scharback, Norfolk County Clerk and Tracey Rodriguis, Norfolk County Deputy Clerk, provided a powerpoint presentation for the Simcoe BIA Board orientation. This is being presented to all boards and committees at the direction of Norfolk County Council.</p> <p>For the information that was presented, please refer to the powerpoint document that was circulated to all current board members and recommended new board members. (see attached)</p> <p><i><u>ACTION ITEM for Judy:</u></i> <i>Send Agenda to Clerk’s Dept. 5 days before each monthly BIA meeting.</i></p>
4.	<p><u>Guest Discussion & Welcome</u> – Chris Garwood (Norfolk County)</p> <p>No report. Chris Garwood was not in attendance.</p>
4.	<p><u>Acceptance of Minutes – April 14, 2023</u></p> <p><i>MOTION:</i> <i>Motion by Lyndsey Ross to accept meeting minutes of April 14, 2023. 2nd by Brian Jones. All in favour. Carried.</i></p>

<p>5.</p>	<p><u>Business Arising from the Minutes/Updates</u></p> <p>Items will be covered under Other Business.</p> <p>Planters were stolen from Suzanne. Can we make a list of lady-owned businesses in BIA area and buy plants from Tommy's? Would have to word it as business-owners not gender specific. Discussion: Time to expect more from the business owners. If BIA takes the lead, the businesses need to follow. Lyndsey will take the lead on budget. Further discussion will be to take it to the next committee meeting. There are 125 business in downtown for budget purposes.</p> <p><i>Motion by Brian Jones that we discuss this topic at the next Committee of the Whole meeting being held. 2nd by Joe Botscheller. All in favour. Carried.</i></p> <p><u>ACTION ITEM for Les:</u> <i>Provide the current dates and times of our meetings to the board members and the recommended new board members</i></p> <p>Our priority is the May 26 first Downtown Friday Night Market. Invite the new board members to attend and get together there to discuss items.</p> <p>Brian will follow up with Jason and Kathy-Ann who have not attended recent BIA meetings. Keeping them interested is valuable.</p> <p>Alan's questions: How were property owners informed of the. Les responded that the Norfolk County Clerk's Department oversaw the election for the Simcoe BIA Board Elections. The County sent a notice by mail to all of the businesses and property owners by address. The BIA posted the election process and important dates a number of times using their member update eblast.</p>
<p>6.</p>	<p><u>Correspondence</u></p> <p>No correspondence received.</p>
<p>8.</p>	<p><u>Committee Reports</u></p> <p>Executive Committee: No meeting held.</p> <p>Committee of the Whole: Meeting was held on Friday April 28. Items from the notes will be discussed under Other Business. Committee of the Whole report was received as information prior to this meeting. Next meeting date is Friday May 26, 2023 at 8:30 AM.</p>
<p>9.</p>	<p><u>Other Business / Round Table</u></p> <p>9a Friday Night Market: We need a meeting the Friday before the first Friday Night Market to ensure everything is covered. Barricades need to be put up. No parking signs go up at 7:30 am for the no parking after 3:30 pm on May 26 and Argyle St. closes at 4:00 pm.</p>

9b	Art Gallery: Stalled out at 30 banners. Date has been extended twice. Will possibly add in old banners to fill spaces.
9c	Esso site is having the test wells removed from the site in preparation for listing the property for sale in the future.
9d	The new owners of the Groundswell building have “for lease” signs posted. Also, a few problems within. Norfolk County Health & Social Services does not have a team devoted to addiction issues. Question: Does the County receive funding for addiction services?
9e	The Knights of Columbus building has been sold. The new owners are planning for apartments on the second floor. The current commercial tenants will remain on the first floor. The soup kitchen will be relocating.
9f	Former Tim Horton’s property - Les will be contacting Jim Milson from Norfolk County Bylaw to see if he has a contact for the Tim Horton’s site.
9g	Parking: Commissionaires will be providing information on the costs for parking enforcement but they do not process tickets. They have suggested that the County provides the service for processing tickets.
10.	<p><i>MOTION to adjourn by Brian Jones. 2nd by Doug Brunton. All in favour. Carried.</i></p> <p>Meeting Adjourned at 10:00 AM</p> <p><u>Next Meeting Date:</u> Friday June 9, 2023 at 8:30 AM. Location: In-Person or via Zoom</p>

2023 Downtown Simcoe BIA Board of Management