



**Downtown Simcoe Business Improvement Area (BIA)
Board of Management Meeting**

DATE: Wed. May 8, 2024 **TIME:** 12:00 PM

LOCATION: JK's Restaurant, 9 Norfolk Street South, Simcoe

AGENDA

1. **12:00 PM** Welcome / Review of Agenda / Declaration of Pecuniary Interest (5 min)
2. **12:05 PM** OPP Report – Shauna Poulton and Year To Date Statistics (5 min)
3. **12:10 PM** Acceptance of Board Meeting Minutes – April 10, 2024 (5 min)
4. **12:15 PM** Business Arising From The Minutes (5 min)
5. **12:20 PM** Correspondence (10 min)
 - a)
6. **12:30 PM** Committee Reports for Board Discussion (15 min)
 - a) Executive Committee – Closed Session - 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) Communications / Special Events – Meeting held on April 22 and May 6
 - c) Beautification Committee – Meeting held on May 7
7. **12:45 PM** Financial Report (10 min)
 1. Cheque Report and Payroll Report for the Month of April (attached)
 2. 2024 Budget and Projections to Year End April 30, 2024 (attached)
8. **12:55 PM** Other Business / Round Table (20 min)
 - a) Update on Property Taxes Versus a Levy Applied on a For Profit Business Located Within a Not For Profit Charitable Organization's Building
 - b) Update on the Installation of New Streetlights on Robinson St. – Change in contractors for the installation
 - c) Presentation by Kay Matthews, Executive Director, OBIAA to Norfolk County's Council-In-Committee meeting on June 11, 2024, at 1:00 pm – for information
 - d) Norfolk County Comprehensive Parking Study – What does it mean for Simcoe?
 - e) Summary of the Zoom Meeting With Norfolk County Economic Development Staff on May 1, 2024
 - f) 2025 Simcoe BIA Operating Budget – for information
 - g) Recommendation To Add Two Board Members to Fill Two Vacancies on the Board
 - h) Update on the Funding From Canada Summer Jobs for the Summer Student
 - i) Closed Session – Pursuant to Section 239(2) (b) of the Municipal Act, 2001, as amended, as the subject matter pertains to (b) personal matters about an identifiable individual, including municipal or local board employees; and (e) of the Municipal Act, 2001, as amended, as the subject matter pertains to litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.

9. **1:30 PM** Adjournment

NEXT MEETING: Wednesday June 12, 2024, at 12:00 pm
LOCATION: JK's Restaurant