

**DOWNTOWN ORILLIA MANAGEMENT BOARD
REGULAR BOARD MEETING
MINUTES**

July 21, 2015

6:00PM

in the DMB Board Room

33 Mississauga St. W.

(Accessible entrance is located at the back entrance off Andrew Street)

Present: Mary VanSinclair, Ron Spencer, Dianne Cipolla, Allan Francoz, Michael Knight, Al Wallace, Councillor Pat Hehn, Susan Willsey

Regrets: Rick Sinotte

Also Present: Mayor Steve Clarke, Lisa Thomson-Roop (staff), Courtney Thompson (staff)

1. Open Session

2. Chair – Ron Spencer

3. Call to Order – 6:05pm

4. Approval of Agenda – As amended. Carried.

Moved 6. Deputations to after 9. Correspondence - Information Items to accommodate Mayor Clarke's schedule.

5. Disclosure of Interest

6. Deputations

a. Mayor Steve Clarke - Signage and Parking in Downtown Orillia

Moved to immediately after 9. Correspondence - Information Items.

Discussion:

Signage Issues - need to be resolved in 6 months.

Parking – DMB should present sustainable viable options that create win-win situation for both BIA customers and City. Timeframe of presentation can be moved to provide more time.

Direction: Councillor Hehn will collect ideas in terms of the culture of the DMB relationship with the City moving forward. Focus on working collaboratively to develop solutions moving forward.

7. Minutes

June 16, 2015 – Carried.

July 7, 2015 – Carried.

8. Closed Session

There are no closed session items.

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9. Correspondence – Information Items

a. Councillor Pat Hehn – OBIAA 2015 Conference

Direction: Explore Memorandum of Understanding with the City of Orillia

b. Treasury Department – Budget Report – May 2015

c. Treasury Department – Detailed Trial Balance – May 2015

d. Committee of Adjustment – Notices of Decision

e. Office of the City Clerk - Mr. Greer re Downtown Sign By-law

f. Office of the City Clerk – Board Vacancy and Replacement Recommendation

g. Office of the City Clerk – Candlelight Parade & Christmas Holiday Parking Approval

h. Committee of Adjustment – Notice of Public Hearing

j. Committee of Adjustment – Notices of Decision

Receive as Information.

10. Correspondence – Action Items

a. Deputy Clerk – Downtown Sign Bylaw – *Receive as Information.*

b. Office of the City Clerk – Boards and Committees Review-

Direction: Investigate possibility of delaying presentation.

Motion 1

Moved: Dianne Cipolla

Seconded: Mary VanSinclair

“THAT the Downtown Orillia Management Board appoint the following directors to the Parking Committee to develop a business plan to present to Council:

Al Wallace, Michael Knight, Susan Willsey, Allan Francoz, Ron Spencer.”

Carried.

c. Office of the City Clerk – Snow Removal in Downtown Area – Accessible On-Street Parking Spaces – *Receive as information.*

d. Mariposa Arts Theatre Foundation – Sponsorship Request -

Direction: Refer to 2016 Budget discussions. Promote events on our website

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11. Reports

- a. Financial Report

Motion 2

Moved: Al Wallace

Seconded: Michael Knight

“THAT the Downtown Orillia Management Board pay the financials listed in the June 21, 2015 statement report totaling \$12,155.61”

Carried.

- b. Events Committee

Director Michael Knight brought forward concerns of a couple of merchants disappointed the Mariposa Stage only benefited those in the closed area.

Direction: Explore options to encourage those attending the stage to explore other areas of downtown. Consider requesting sponsor dollars from business directly benefiting from the stage.

- c. Culture Days

Direction: Refer to Budget.

- d. Signage Committee

Receive as information.

- e. Economic Development Committee

Free Saturday Parking in Municipal Lots has been extended until December 31, 2015.

Receive as information.

- f. Beautification, Maintenance and Seasonal Décor Committee

Receive as Information.

Direction: Send a reminder letter/email to the city to ensure the truck is still on the budget agenda. c.c. Councillor Hehn.

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g. Transit Advisory Committee

Motion 3

Moved: Mary VanSinclair

Seconded: Allan Francoz

“THAT the Downtown Orillia Management Board recommend to Council to replace DMB Director Allan Francoz with DMB Director Rick Sinotte as the representative on the City’s Transit Advisory Committee.”

Carried.

h. Farmers Market Management Committee

No Meeting. Next one scheduled in August.

i. Chamber of Commerce Update

No Meetings until September.

j. Façade Improvement Grant Panel

Motion 4

Moved: Dianne Cipolla

Seconded: Al Wallace

“THAT the Downtown Orillia Management Board approve a Façade Grant in the amount of \$5000.00 to Wes Hodgson, owner of World Gym Orillia at 26 West Street North. This is the maximum amount granted of the \$14,000.00 plus HST estimated improvement;

AND THAT the payment be issued on completion of the improvement and submission of paid receipts and a photo of the new façade to the DMB office.”

Carried.

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Motion 5

Moved: Dianne Cipolla

Seconded: Al Wallace

“THAT the Downtown Orillia Management approve the Façade Sign Grant application submitted by Wes Hodgson, owner of World Gym Orillia at 26 West Street North in the amount of \$1000.00. This is the maximum amount granted of the estimated \$2500.00 sign;

AND THAT the payment be issued on completion of the installation of the sign, submission of paid receipts and photo of the installed sign to the DMB office in three installments:

- 1. Installation of the sign**
 - 2. 1st Anniversary of the Installation of sign**
 - 3. 2nd Anniversary of the installation of sign”**
- Carried.**

12. Deputation Motions

13. Date of Next Meeting – August 18, 2015

14. Adjournment – 8:29pm