

**DOWNTOWN ORILLIA MANAGEMENT BOARD
REGULAR MEETING MINUTES**

Tuesday September 20, 2016

5:15PM

in the DMB Board Room

33 Mississauga St. W.

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

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

Regrets: Rick Sinotte, Al Wallace

Also Present – Courtney Thompson, Lisa Thomson-Roop (staff)

1. Open Session

2. Chair – Ron Spencer

3. Call to Order – 5:20pm

4. Approval of Agenda – Carried.

5. Disclosure of Interest

6. Deputations

11.c. 2. Lightfoot Days Sponsorship

Mary VanSinclair and Susan Willsey declared a conflict as their businesses may participate in the cost sharing.

7. Minutes

August 9, 2016 - Carried

September 6, 2016 – Carried.

8. Closed Session

There are no Closed Session items.

9. Correspondence – Information Items

a. Treasury – DMB Budget Report – July

b. Treasury – DMB Detailed Trial Balance – July

c. Office of the City Clerk – OBIAA – Return on Investment of BIA's Research Project
Direction – Send out email to board member for workshop.

d. Office of the City Clerk – Signage – Downtown Sign Permit Area – Mr. Greer

e. Office of the City Clerk – 2016 Semi-Annual Accountability Report

f. Office of the Mayor – Tag Day Approvals (7)

Receive as Information.

10. Correspondence – Action Items

a. Shawn Crawford, Manager of Legislative Services – Draft Letter Orillia Sign By-law
Approved.

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- b. Orillia Museum of Art & History – SOMNIATIS II Sponsorship Request

Motion 1

Moved: Susan Willsey

Seconded: Mary VanSinclair

“THAT the Downtown Orillia Management Board provide \$50 Downtown Dollars to Somniatas II for its silent auction.”

Carried.

11. Reports

- a. Financial Report

Motion 2

Moved: Dianne Cipolla

Seconded: Michael Knight

“THAT the Downtown Orillia Management Board pay the financials dated September 20, 2016 in the Financial Report in the amount of \$1,794.30.”

Carried.

- b. 2016 Transfer to Reserves

Motion 3

Moved: Michael Knight

Seconded: Allan Francoz

“THAT the Downtown Orillia Management Board transfer \$2500.00 to the DMB Reserves as per the 2016 approved Downtown Orillia Budget.”

Carried.

- c. Events Committee

1. Events Evaluation Report

Defer to October meeting.

2. Lightfoot Days

Susan Willsey and Mary VanSinclair declared a conflict as they may participate in the cost sharing for Lightfoot Days.

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Motion 4

Moved: Dianne Cipolla

Seconded: Michael Knight

"THAT the Downtown Orillia Management Board offer entertainment cost sharing to registered BIA venues participating in Orillia Lightfoot Days of up to 50% up to \$150 per venue over the weekend with a cap of \$800.00 total;

AND THAT only venues not charging cover be eligible for the cost sharing;

AND THAT all the venues must submit receipts to the DMB office one week after the event to be eligible and the \$800.00 budget be divided amongst the venues with a max of \$150.00 per venue;

AND THAT the \$800.00 be debited from the Fall Promotion Budget."
Carried.

3. Event Evaluation

Motion 5

Moved: Susan Willsey

Seconded: Mary VanSinclair

"THAT the Downtown Orillia Management explore the cost of hiring an outside consultant to review DMB organized and supported events to determine how they serve our members' interests and support the overall mandate of the BIA;

AND THAT staff be directed to investigate grants available to help offset the cost of the consultant report."

Carried.

d. Downtown Parking Business Plan

On-Street Parking Meters Replacement 2017 City of Orillia Budget –

Opposed to the purchase of new meters. The City of Orillia should purchase pay and display machines that accept the latest payment technology i.e. credit, debit instead of replacing meters with new meters. Use the old meters from where the pay and display machines are located to replace meters that are not working.

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Parking Pay and Display Replacement 2017 City of Orillia Budget -
*Support purchase - Ensure they are equipped with the latest payment technology
i.e. accept debit.*

- e. Wi-Fi Downtown Orillia
Defer.
- f. Vape Lounges
Defer.
- g. Sign By-law
Defer.
- h. Annual General Meeting
Receive as information.
- i. Beautification, Maintenance and Seasonal Décor Committee
Receive as information.
- j. Farmers' Market Management Committee
Defer.
- k. Façade Improvement Panel
Receive as information.

12. Deputation Motions

13. Date of Next Meeting –October 18, 2016

14. Adjournment 6:25pm