

**DOWNTOWN ORILLIA MANAGEMENT BOARD
SPECIAL MEETING
MINUTES**

Thursday October 6, 2016
in the DMB Board Room
33 Mississaga St. W.

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

.Present: Ron Spencer, Allan Francoz, Michael Knight, Dianne Cipolla, Susan Willsey, Mary VanSinclair, Councillor Pat Hehn
Regrets: Rick Sinotte, Al Wallace
Also Present: Courtney Thompson, Lisa Thomson-Roop (*staff*)

1. Open Session

2. Chair – Ron Spencer

3. Call to Order – 6:09pm

4. Approval of Agenda – Carried.

5. Disclosure of Interest – None Declared.

6. Deputations

7. Minutes

8. Closed Session

There are no Closed Session items.

9. Correspondence – Information Items

10. Correspondence – Action Items

a. Orillia Youth Centre – Roots North Music Festival Revisited – Sponsorship Request

Motion 1

Moved: Mary VanSinclair

Seconded: Susan Willsey

“THAT the Downtown Orillia Management Board sponsor the Roots North Revisited Youth Centre Fundraiser in the amount of \$250.00 from the Community Sponsorship Account.”

Carried.

11. Reports

a. Financial Report

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Motion 2

Moved: Dianne Cipolla

Seconded: Allan Francoz

**“THAT the Downtown Orillia Management Board pay the financials dated October 6, 2016 in the Financial Report in the amount of \$3879.50.”
Carried.**

b. Events Committee

1. Events Evaluation Report

Motion 3

Moved: Allan Francoz

Seconded: Michael Knight

**“THAT the Downtown Orillia Management Board eliminate the May Street Festival in 2017.”
Carried.**

Motion 4

Moved: Michael Knight

Seconded: Allan Francoz

**“THAT the Downtown Orillia Management Board host its July Street Festival on Saturday only.”
Carried.**

Direction: Report back with cost savings associated with the elimination of May festival and advertising options such as co-op buys etc.

Explore hosting Six O'clock Socials more often. Every 2 mos. Have a speaker on various topics such as merchandising, advertising, branding etc.

c. Downtown Parking Business Plan – Draft Report

Parking Committee sit first and report back.

Direction: Set up meeting next week.

Michael Knight and Dianne Cipolla left at 7:45pm

d. Wi-Fi Downtown Orillia

Not a priority for the board at the moment.

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- e. Vape Lounges

Motion 5

Moved Susan Willsey

Seconded Allan Francoz

“THAT the Downtown Orillia Management Board request the City of Orillia to explore and implement adding Vape Lounges, Drug Paraphernalia Stores, Dispensaries, and Methadone Clinics to the Business License by-law with restrictions not to be able to locate in the downtown core, similar to by-law restricting adult entertainment stores and bars.”

Carried.

- f. Sign By-law

Motion 6

Moved: Allan Francoz

Seconded: Susan Willsey

“THAT the Downtown Orillia Management Board adopt Policy 16.0 Sign By-law – Section 16.1 Notification of Infraction Procedure as presented;

AND THAT the policy be added to the Downtown Orillia Policy Manual.”

Carried.

- g. Beautification, Maintenance and Seasonal Décor Committee

No Report.

- h. Farmers’ Market Management Committee

Currently working on permanent signage for the market. Direction: Send email to Market Manager requesting she send sign design to ensure it meet Downtown Heritage Sign Design criteria.

- i. Façade Improvement Panel

Motion 7

Moved: Allan Francoz

Seconded: Mary VanSinclair

"THAT the Downtown Orillia Management Board approve a Signboard Grant in the amount of \$444.00 to Too Sweet located at 125 Mississaga Street East. This is 40% of the estimated \$1110.00 sign cost;

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Payment will be made in three installments:

- 1. On the completion of the sign and submission of paid bills and photo of the installed sign.**
 - 2. On the first anniversary of the sign's installation**
 - 3. On the second anniversary of the sign's installation”**
- Carried**

j. Orillia and Area District Chamber of Commerce – Update
No report.

12. Deputation Motions

13. Date of Next Meeting – November 8 or 15, 2016

14. Adjournment 8:21 pm