

**DOWNTOWN ORILLIA MANAGEMENT BOARD
REGULAR MEETING MINUTES**

Tuesday May 17, 2016

6:00PM

in the DMB Board Room

33 Mississauga St. W.

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

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

Regrets: Rick Sinotte

Also Present: Jeff Duggan, Laura Thompson, Courtney Thompson, Lisa Thomson-Roop

1. Open Session

2. Chair – Ron Spencer

3. Call to Order – 6:02pm

4. Approval of Agenda

5. Disclosure of Interest

6. Deputations

a. Downtown Community Improvement Plan Update – Laura Thompson Economic Development Officer - City of Orillia, Jeff Duggan – Senior Planner, City of Orillia, Dan Landry – Manager Economic Development, City of Orillia

- *Proposed 3 intakes a year: January, April and October*

- *Proposed Façade Improvement Grant Budget increased to \$45,000*

- *CIP criteria can change on a year to year basis based on performance.*

- *Timeline – Would like to take it to Council on June 27.*

- *Ideally draft will be ready by the beginning of June.*

- *Requesting DMB's Support.*

7. Minutes

April 19, 2016 – Carried.

8. Closed Session

There are no Closed Session items.

9. Correspondence – Information Items

a. Treasury – DMB Budget Report – March

b. Treasury – DMB Detailed Trial Balance – March

c. Jacqueline Soczka – Manager of Culture – Register your 150th Activities With Us

d. Office of the City Clerk – Into the Green & Blues Festival Road Closure Approval

e. Office of the Mayor – Temporary Parking Committee

f. Committee of Adjustment – Notices of Public Hearing

g. Canada Summer Jobs – Grant Approval

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h. Roots North – Sponsorship Thank you
Receive as information.

10. Correspondence – Action Items

a. Starry Night Studio & Gallery Tour – Sponsorship Request

Motion 1

Moved: Susan Willsey

Seconded: Al Wallace

“THAT the Downtown Orillia Management Board sponsor the 12th Annual Starry Night Studio & Gallery Tour in the amount of \$500.00;

AND THAT the sponsorship be debited from the Community Event Sponsorship account.”

Carried.

b. Orillia Shrine Club Golf Tournament – Sponsorship Request
Receive as Information.

c. Orillia Canada Day Committee – Sponsorship Request
Receive as information.

d. 2 Colborne Street – Sign Variance Notice – For Comment

Motion 2

Moved: Susan Willsey

Seconded: Michael Knight

“THAT the Downtown Orillia Management Board support following sign variances made by 2163040 Ontario Inc. at 2 Colborne Street East:

- ***Section 832.10.1(a)(i) – Minimum set-back- Existing Ground Sign***
- ***Section 832.6.3 (a) – Internally Illuminated – Existing Ground Sign***
- ***Section 832.2.97 (a) – Sign Face Enclosed by Border or Cornices – Canopy Sign East & West Elevation***
- ***Section 832.2.97 (a) – West & South Elevation – Existing “24 Hrs” Wall Sign***

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- **Section 832.2.97 (b) – Font Style to be Script or Serif other than Business Name - Existing “24 Hrs” Wall Sign Carried.**

11. Reports

a. Financial Report

Motion 3

Moved: Susan

Seconded: Allan Francoz

“THAT the Downtown Orillia Management Board pay the financials dated May 17, 2016 in the amount of \$4269.44 as presented.”

Carried

b. Events Committee

Receive as information.

c. Downtown Video Proposal

Motion 4

Moved: Allan Francoz

Seconded: Dianne Cipolla

“THAT the Downtown Orillia Management Board partner with the RT07 to produce a approve a 1-2 minute commercial style voice over video of Downtown Orillia;

AND THAT the \$2100.00 cost be debited from the Website account.”

Carried.

d. BIA Levy Cap

Direction: Add BIA Expansion and Levy Cap at AGM for discussion & direction.

e. Retail Mix- Update

Receive as information.

f. Parking Business Plan – Update

Receive as information.

Direction: Send email requesting another meeting to move the topics forward. Suggest a couple of dates around June 7th.

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- g. Beautification, Maintenance and Seasonal Décor Committee

Receive as information.

Direction: Send a letter noting the conditions of the sidewalk. Tripping hazards.

Truck: board members to engage in discussions with individual Councillors to provide background of need for the vehicle.

- h. Façade Improvement Panel

54 Mississaga W

Motion 5

Moved: Allan Francoz

Seconded: Dianne Cipolla

“THAT the Downtown Orillia Management Board approve a Façade Grant in the amount of \$4400.00 to Joel Basaraba, owner of 59 Mississaga Street West. This is 50% of the \$8800.00 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.

63 Mississaga W

Motion 6

Moved: Mary VanSinclair

Seconded: Al Wallace

“THAT the Downtown Orillia Management Board approve a Façade Grant in the amount of \$4420.36 to Bonnie York, owner of 63 Mississaga Street West. This is 50% of the \$8840.71 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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- i. Transit Advisory Committee

No meeting.

- j. Farmers' Market Management Committee

Receive as information.

- k. Chamber of Commerce Update

Receive as information

12. Deputation Motions

Reserve comment until final CIP Report is complete at the start of June.

13. Date of Next Meeting – June 21, 2016

14. Adjournment – 8:35pm