

**DOWNTOWN ORILLIA MANAGEMENT BOARD
SPECIAL BOARD MEETING
MINUTES**

Tuesday September 11, 2018

6:00PM

in the DMB Board Room

33 Mississauga St. W.

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

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

Regrets: Susan Willsey

Also Present: Courtney Thompson, Lisa Thomson-Roop

1. Open Session

2. Chair – Michael Knight

3. Call to Order – 6:02pm

4. Approval of Agenda- Carried.

5. Disclosure of Interest

11.a. Financial Report - Michael Knight – Owns a business listed in the report.

6. Deputations

7. Minutes

August 21, 2018 – Carried.

8. Closed Session

There are no Closed Session Items.

9. Correspondence – Information Items

- a. Office of the Mayor – 2018 Royal Canadian Legion Tag Days
Receive as Information.

10. Correspondence – Action Items

- a. Orillia Youth Centre – Roots North Revisited – Sponsorship Request

Motion 1

Moved: Ron Spencer

Seconded: Al Wallace

“THAT the Downtown Orillia Management Board sponsor the Orillia Youth Centre’s Roots North Revisited event in amount of \$ 250.00;

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AND THAT the sponsorship be paid for from the Community Events Sponsorship Account.”

Carried.

- b. Leslie Fournier – Streets Alive! 2019 – Request for DMB Office Assistance in Co-ordination of Tier 2

Motion 2

Moved: Allan Francoz

Seconded: Dianne Cipolla

“THAT the Downtown Orillia Management Board not co-ordinate Tier 2 of the 2019 Streets Alive! project Pedal Power in partnership with Streets Alive! Productions due to liability concerns and sidewalk accessibility as well as staff time.”

Carried.

Direction: Speak with Leslie note the board noting concerns of board.

11. Reports

- a. Financial Report

Michael Knight declared a conflict as he owns one of the companies listed in the Financial Report.

Allan Francoz took over the duties of the chair.

Motion 3.

Moved: Dianne Cipolla

Seconded: Al Wallace

“THAT the Downtown Orillia Management Board pay the financials presented in the September 11, 2018 Financial Report in the amount of \$11,092.37.”

Carried.

- b. 2019 Budget

Michael Knight resumed duties of Chair.

Motion 4

Moved: Al Wallace

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Seconded: Ron Spencer

“THAT the Downtown Orillia Management Board approve the 2019 Budget with the following changes for approval at the 2018 BIA Annual General Meeting:

- **Move Store Recruitment Dollars to Seasonal Promotions Account**
- **Add 2% to fee for service and maintenance.”**

Carried.

c. 2018 Budget -Transfer to Reserves

Motion 5

Moved: Allan Francoz

Seconded: Al Wallace

“THAT the Downtown Orillia Management Board transfer \$2500.00 to the DMB Reserves as per the 2018 approved Downtown Orillia Budget.”

Carried.

d. Events Report

Extended hours on Fridays to Christmas?

Christmas Market in November

Event survey

Direction: Courtney will poll members and bring back next month for discussion.

e. Code of Conduct Policy – BIA Members and Board of Directors Draft – For Comment

Bring changes to the next meeting

Security cameras – Al will bring quote meeting.

f. Parking Working Group – Update
Meeting on Thursday morning.

g. Beautification, Maintenance and Seasonal Décor Committee
Snow removal

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Meet with all snow removal city people to discuss snow removal. (Operations & Bylaw). Invite to meeting.

- h. 2018 AGM – Draft Agenda
Direction: Remove Leslie - add Christmas. Allow new board members/candidates opportunity to speak.
- i. Transit Advisory Committee
Meeting Next Week
- j. Farmers' Market Management Committee
Meeting on Thursday.
- k. Chamber of Commerce Update
Meeting next week.

12. Deputation Motions

13. Date of Next Meeting – October 16, 2018

14. Adjournment – 7:32pm