

**DOWNTOWN ORILLIA MANAGEMENT BOARD
REGULAR MEETING
MINUTES**

Tuesday November 20, 2018

6:00PM

in the DMB Board Room

33 Mississauga St. W.

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

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

Regrets: Allan Francoz, Michael Knight

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

1. Open Session

2. Chair – Ron Spencer

3. Call to Order – 6:07pm

4. Approval of Agenda - Carried

5. Disclosure of Interest

None declared.

6. Deputations

7. Minutes

October 16, 2018 – Carried.

8. Closed Session

There are no Closed Session items

9. Correspondence – Information Items

- a. Treasury Dept. DMB Budget Report – Sep 30 2018
- b. Georgian College – Co-op Tax Credit
- c. City of Orillia – Notice of Public Meeting – Official Plan Amendment –
Clarification requested. Housekeeping to get the land zoned correctly so it's
ready for development.
- d. Ainley Consulting Group – City of Orillia Waste Water System Master Plan –
Notice of Study
Receive as information.

10. Correspondence – Action Items

- a. Assistant Clerk – 2019 Budget – Boards Committees and Agencies
*Direction – add number of new businesses, Hako replacement, develop brief
PowerPoint presentation to submit with budget report to ensure new members*

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of Council and public know how the BIA is funded and what we do in terms of annual events, tourism and advertising.

11. Reports

- a. Financial Report

Motion 1

Moved: Susan Willsey

Seconded: Mary VanSinclair

“THAT the Downtown Orillia Management Board pay the financials presented in the November 20, 2018 Financial Report in the amount of \$20,909.40.”

Carried.

- b. Events Report

*40 Passports returned for Halloween event – Great response for first year.
Receive as Information.*

- c. Code of Conduct Policy – BIA Members For Approval

Motion 2

Moved: Susan Willsey

Seconded: Al Wallace

“THAT the Downtown Orillia Management Board adopt Policy 10.3 Code of Conduct- BIA Members – Complaint Procedure as recommended by the BIA membership at the Annual General Meeting on October 23, 2018.”

Carried.

- d. Snow Removal Bylaw

Motion 3

Moved: Dianne Cipolla

Seconded: Mary VanSinclair

“THAT the Board of Directors recommend to Council to amend Chapter 660 of the Municipal Code to change the 8:30am requirement of BIA

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merchants to clear the sidewalks of snow and ice in front of the length of their business to 10:00am;

AND THAT Council recommend to Council exempting BIA members from clearing snow if less than three centimetres of snow has fallen.”

Carried.

e. Truck

Motion 4

Moved: Mary VanSinclair

Seconded: Al Wallace

“THAT the Downtown Orillia Management Board direct staff to obtain quotes to fix the dent(s) and surface rust on the new truck;

AND THAT staff be directed to obtain quotes for the cost of adding Downtown Orillia decals and sponsor decals to the truck as well as develop an advertising program for merchants/sponsors to offset some of the operating cost of the truck;

AND THAT staff report back at the January meeting for approval.”

Carried.

f. Beautification, Maintenance and Seasonal Décor Committee
Receive as information.

g. DOMB Election
Receive as information.

h. Transit Advisory Committee
Rep not in attendance.

i. Farmers' Market Management Committee
Receive as information.

j. Chamber of Commerce Update

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*Still working on new office.
Receive as information.*

12. Deputation Motions

13. Date of Next Meeting – TBD

14. Adjournment -7:24pm