

**DOWNTOWN ORILLIA MANAGEMENT BOARD
REGULAR MEETING MINUTES**

Tuesday August 21, 2018
6:00PM

in the DMB Board Room
33 Mississaga St. W.

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

Present: Michael Knight, Allan Francoz, Ron Spencer, Mary VanSinclair,
Regrets: Al Wallace, Dianne Cipolla, Councillor Hehn
Also Present: Courtney Thompson, Lisa Thomson-Roop

1. Open Session

2. Chair – Michael Knight

3. Call to Order – 6:06pm

4. Approval of Agenda – Approved.

5. Disclosure of Interest

13. a. Financial Report – Michael Knight declared as his brother in-law owns one of the businesses listed to be paid.

6. Deputations

7. Minutes

July 17, 2018 – Carried.

8. Closed Session

- a. Motion to move into Closed Session

Motion 1

Moved: Allan Francoz

Seconded: Mary VanSinclair

**THAT, pursuant to Section 239(4) of the Municipal Act, 2001, S.O. 2001, c.25, notice is hereby given that the Downtown Orillia Management Board intends to hold a closed session meeting in the Downtown Orillia Management Board Room to deal with matters pursuant to Section 239(2) (b), of the said Act (Personal Matters).
Carried.**

- b. Closed Session Items

1. Update Resignation of Board Member. *(Personal)*

- c. Motion to rise and report to Open Session

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Motion 2

Moved: Allan Francoz

Seconded: Mary VanSinclair

“THAT the Downtown Orillia Management Board rise and report to open session.”

Carried.

9. Open Session

10. Motions arising from Closed Session Discussions

Motion 3

Moved: Allan Francoz

Seconded: Mary VanSinclair

“THAT the Downtown Orillia Management Board receive the Closed Session Report dated August 21, 2018 as information.

Carried.

Direction: Explore the cost of cameras with audio for the office.

11. Correspondence – Information Items

- a. Pam Carter, President Mariposa Folk Festival 2018 – Partnership Thank you
- b. Office of the Mayor- Tag Days – Washago Lions Club
- c. Office of the Mayor – Tag Days – The Sharing Place Food Bank
- d. Treasury Department – DMB Budget Report – July 2018

Receive as information.

12. Correspondence – Action Items

13. Reports

- a. Financial Report –

Michael Knight declared as his brother in law owns one of the businesses listed to be paid. Allan Francoz took over the duties of chair.

Motion 4

Moved: Ron Spencer

Seconded: Susan Willsey

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“THAT the Downtown Orillia Management Board pay the financials presented in the August 21, 2018 Financial Report in the amount of \$16,966.04”

Carried.

- b. Events Report
Michael Knight resumed the duties of chair.
Summer Block Party & Night Market – Successful. On budget. Revamp poster next year. Consider less radio ads.
Car Show – Extremely well attended. Need to find more space next year. Will cost \$2,500.00 – board budgeted \$10,000.00
Receive as information.
- c. Parking Working Group – Update
Receive as Information.
- d. Downtown Streetscape Improvement Plan
Receive as Information.
- e. Beautification, Maintenance and Seasonal Décor Committee
Receive as information.
- f. DOMB Election
Receive as information.
- g. 2019 Budget
Direction: Aim for a zero per cent increase. Director Ron Spencer will work with staff.
- h. AGM Date

Motion 5

Moved: Allan Francoz

Seconded: Susan Willsey

“THAT the Downtown Orillia Management Board host the BIA’s Annual General Meeting on October 23, 2018.”

Carried.

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- i. Transit Advisory Committee
Receive as information.
- j. Farmers' Market Management Committee
Receive as information.
- k. Chamber of Commerce Update
Receive as information.

14. Deputation Motions

15. Date of Next Meeting – September 11, 2018.
One week early to accommodate 2019 Budget Submission.

16. Adjournment – 6:39pm