



DOWNTOWN ORILLIA MANAGEMENT BOARD MINUTES

Minutes of the Special Meeting of the Downtown Orillia Management Board, July 18, 2023 at 5:30 p.m.

Present: Michael Fredson, Chair
Doug Cooper, Treasurer
Megan Murray, Director
Jeff Gilbert, Vice Chair
Councillor David Campbell
Darcy Macdonell, Director
Jenna French, Director

Absent: Kaylea McCarron, Director
Stevie Baker, Director
Samantha Yandt, Events & Marketing Coordinator

Also Present: Dina Tzirakos-Hawker, Manager

Open Session

Chair – Michael Fredson

Call to Order

The meeting was called to order at 5:42 pm

Approval of Agenda

Moved by Campbell, seconded by Cooper:

“THAT the Downtown Orillia Management Board approve the agenda for the July 18, 2023 meeting.”

Carried.

Disclosure of Interest

None.

Deputations

1. Dawn Nita – re Quarterly Meetings with Membership.

Moved by Cooper seconded by Murray:

THAT the Downtown Orillia Management Board receive the deputation from Dawn Nita – re Quarterly Meetings with Membership.

Carried.

Minutes

1. May 16, 2023 – Regular Board Meeting.

Moved by Cooper seconded by MacDonell:

THAT the minutes of the Downtown Orillia Management Board meeting held On May 16th 2023, be adopted, having been printed and distributed.

Carried.

2. June 29, 2023 – Special Board Meeting.

Moved by Cooper seconded by Campbell:

THAT the minutes of the Downtown Orillia Management Board Special Board meeting held On June 29th, 2023, be adopted, having been printed and distributed.

Carried.

Closed Session

There are no closed session items.

Correspondence - Information Items

None.

Correspondence - Action Items

None.

Reports

1. DMB Manager – re Financial Report..

Moved by French, seconded by Gilbert:

“THAT the Financial Report dated July 18, 2023, for the period of May 16, 2023, to July 18, 2023, be received;

AND THAT staff be authorized to proceed with payments in the amount of \$6,456.56 from the 2023 DMB Budget.

Carried.

2. DMB Events and Marketing Specialist – re Events and Marketing.

Moved by Cooper, seconded by MacDonell:

“THAT the 2023 Orillia Events and Marketing Engagement Report be received.

Carried.

3. DMB Manager – re Crime Prevention.

Moved by Murray, seconded by Gilbert:

“THAT the DOMB proceed with working with the CMU to host an Info Session for the Membership;

AND THAT the DOMB Staff proceed to research and report on the cost and grant process for CCTV camera installations downtown.”

Carried.

4. Director, Doug Cooper – Staff Parking Lots

Moved by MacDonell, seconded by Murray:

“THAT the DOMB staff bring forward a benchmarking report to the board regarding BIA employee parking solutions;

AND THAT the DOMB Staff include research to support redesignating Lot 11 as a permit lot to allow stays until 3:00am and create a BIA employee permit program for use by businesses downtown.”

5. DMB Manager –Communications

Moved by Cooper, seconded by Murray:

“THAT the DOMB create a general email address for the Board;

AND THAT the following procedure will be followed for reviewing and replying to emails received:

- Emails will be sent to all board members
- David Campbell and Michael Fredson will be responsible for responding.”

Moved by MacDonell, seconded by Campbell:

“THAT the DOMB will finalize the drop-in schedule for the Summer so that the DOMB Staff can proceed with notifying the membership and posting the schedule on our website”

Moved by Murray, seconded by Cooper:

“THAT the DOMB staff create and bring forward for board approval regarding an Anti-Harassment, Bullying, and Violence Policy.”

6. DMB Manager – Sidewalk Maintenance

Moved by MacDonell, seconded by Murray:

“THAT the DOMB staff research methods for sidewalk repair and report back any quotes, repairs or maintenance strategies.”

7. DMB Manager- Busker

Moved by Cooper, seconded by Murray:

“THAT the DOMB staff do not add an appeal process to the Busker program, if the cause of the revocation is due to complaints from the public, or businesses in the BIA;

“AND THAT the DOMB reassess the program in 2024.”

Adjournment

Moved by Gilbert, seconded by French.

THAT the meeting be adjourned.

Carried.

Meeting adjourned – 7:35 p.m.

M. Fredson
Chair.