



DOWNTOWN ORILLIA BUSINESS IMPROVEMENT AREA

Minutes of the Regular Meeting of the Downtown Orillia Business Improvement Area
Tuesday, April 28, 2026

Present: Doug Cooper, In the Chair
Jennie May Banks, Vice Chair
Megan Murray, Secretary
Michael Fredson, Treasurer
Ruth Howorth, Director
Jenna French, Director
Councillor David Campbell

Absent: Jeff Gilbert
Darcy MacDonell

Also Present: Tarah Harper, DOBIA Membership Coordinator
Will LaFrance, City of Orillia Economic Development Manager

Open Session

Chair- Megan Murray (5:42PM-6:45PM)
Doug Cooper (6:45 PM)

Call To order

The meeting was called to order at 5:42 PM.

Approval of Agenda

Moved by David Campbell, seconded by Jenna French.

“THAT the Downtown Orillia Business Improvement Area approve the agenda for Tuesday April 28, 2026, meeting as distributed.”

Carried

Disclosure of Interest

None declared.

Minutes

1. Moved by David Campbell, seconded by Jenna French.

“THAT, the minutes for the meeting held on Tuesday, March 18, 2026, be approved as amended.”

Carried.

Deputations

1. Jen McCutcheon, Scotiabank Associate Team Lead, re – DOBIA Banking

Correspondence Information Items-

1. Don McIsaac, Mayor of the City of Orillia, re – Light Posts in the Downtown
Moved by Ruth Howorth, seconded by Jenna French.

A direct letter from Mayor MacIsaac outlines that city staff agree that light posts are in bad repair and beyond their lifespan. Due to their condition the city has determined that investing in repairs would not be a good use of city funds and new posts will be installed at the time of revitalization. Safety inspections will continue.

“THAT, that the letter from Mayor Don MacIsaac, regarding Light Posts in the Downtown be received.”

Carried.

Reports

1. Tarah Harper, Membership Coordinator, re – Partnership Organizations
Moved by Ruth Howorth, seconded by Jennie May Banks.

Economic development DTCIP application are coming in and funding is still available. EC Dev page is up on the City’s website.

“THAT, the partnership organization report be received.”

Carried.

2. Michael Fredson, re – Financial Report
Moved by Ruth Howorth, seconded by Jennie May Banks.

“THAT, the financial report be received and approved as presented.”

Carried.

3. Tarah Harper, Membership Coordinator, re – Office Report
Moved by David Campbell, seconded by Ruth Howorth.

“THAT, the Office Report be received as information.”

Carried.

4. Standing Committee Reports
 - a. Megan Murray, Secretary re – Beautification, Maintenance & Streetscape
Moved by David Campbell, seconded by Michael Fredson.

Lighting will not be updated until revitalization. Planning for Peter St. corner is underway. Ten new garbage bins will be ordered from the City for the Downtown. Seating placement map has been completed. Earth Day Downtown clean-up was a success.

“THAT, the BMS Committee report be received.”

Carried.

- b. Jennie May Banks, Director re – Marketing, Promotions & Sponsorship
Moved by Darcy MacDonell, seconded by Ruth Howorth.

Notes concern with timeline and delays in website development.

“THAT, the BMS Committee report be received.”

Carried.

- 5. David Campbell, Council Representative re – City of Orillia Council Report
Moved by Darcy MacDonell, seconded by Ruth Howorth.

“THAT, the City of Orillia Council report be received.”

Carried.

- 6. Michael Fredson and Doug Cooper, re –Transportation and Parking Working Group Report
Moved by Michael Fredson, seconded by Ruth Howorth.

BIA benches moved from bus stops to resupply on street rest areas after city winter damage to be replaced. Parking report still delayed.

“THAT, the Transportation and Parking Working Group report be received.”

Carried.

- 7. Doug Cooper, Chair, re – Downtown Revitalization Working Group Report
Moved by Ruth Howorth, seconded by Michael Fredson.

Concerns around the function of the working group. Not enough information to make the decisions requested of the members of the group. We are concerned about the longevity of the infrastructure as it stands and if there is construction would it degrade the condition of the existing plumbing.

“THAT, the Downtown Revitalization Working Group report be received.

THAT, the board request an engineering report on the service infrastructure in the BIA footprint specifically regarding water and sewer conditions and life expectancy.”

Carried.

8. Doug Cooper, Executive Director, re – Budget
Moved by Jenna French, seconded by Ruth Howorth.

“THAT, the budget report be received.”

Carried.

9. Megan Murray, Secretary, re – Governance Working Group Report
Moved by Ruth Howorth, seconded by Michael Fredson.

The election policy requires updating. There are three options, the original, at AGM and modernized original. The board chose to move forward with the modernized version of the original policy.

“THAT, the Governance Working Group report be received.

AND THAT, the updated Election Policy be adopted and implemented.”

Carried.

10. Doug Cooper, Executive Director, re – Trespassing within the Downtown
Moved by Michael Fredson, seconded by Ruth Howorth.

Members have noticed an increase in unwanted behaviour and panhandling in the downtown. Additionally, there is a specific individual who has been panhandling and using drugs within the downtown and has been trespassed from multiple businesses. The Belleville BIA has an Opt-In Trespass program; more information will be presented at the next board meeting.

“THAT, the Trespassing within the Downtown report be received.”

Carried.

11. Doug Cooper, Executive Director, re – DOBIA Financial Transition
Moved by Michael Fredson, seconded by Ruth Howorth.

Look into the Municipal Act to ensure there is levy remittance from the municipality. The Executive committee will create a transition plan.

“THAT, the DOBIA Financial Transition report be received.”

Carried.

12. Tarah Harper, Membership Coordinator, re – DOBIA Award of Excellence
Moved by Michael Fredson, seconded by David Campbell.

In partnership with Streets Alive we have won an Award of Excellence at this years' OBIAA Conference in the Streetscaping & Public Realm Improvements category.

“THAT, the DOBIA Award of Excellence report be received.”

Carried.

Closed Session

Entering Closed Session at 7:49 PM

Moved by Michael Fredson, seconded by Darcy MacDonell.

“THAT, pursuant to Section 239(2)(b and e) of the *Municipal Act*, 2001, S.O. 2001, c.25, notice is hereby given that this Committee intends to hold a closed session meeting today in the Downtown Orillia Business Improvement Area Office, to deal with matters pursuant to Section 239(2)(d and e) of the said Act (personal matters about an identifiable individual, including municipal or local board employees and litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board).”

Carried

Rising to Open Session at 8:12

Moved by Michael Fredson, seconded by Darcy MacDonell.”

“That the Board rise to Open Session”

Carried.

Open Session

Closed Session Motions

Moved by Ruth Howorth, seconded by Michael Fredson.

“THAT, the action discussed in closed session be taken.”

Carried.

Deputation Motions

Moved by Ruth Howorth, seconded by Michael Fredson.

A description of the banking options and services that could be provided by Scotiabank for the Downtown Orillia Business Improvement Area.

“THAT, the deputation regarding Jen McCutcheon, Scotiabank Associate Team Lead regarding DOBIA Banking be received.”

Carried.

Date of Next Meeting

May 19, 2026, at 5:30PM in the DOBIA Office.

Adjournment

Moved by Michael Fredson, seconded by Ruth Howorth.

"THAT the meeting be adjourned."

Carried.

Meeting adjourned at: 8:12 PM

Doug Cooper,
Chair