

Owen Sound Downtown Improvement Area Board of Management
BOARD MEETING MINUTES
Wednesday, April 11th, 2018 – 5:34 p.m. to 7:43 p.m.
OSDIA Board Room

Present: Chair Parsons, Councillor O’Leary, Jacquie Furtner, Councillor Koepke, Ron Cole, Inspector Fluney, Wayne Ritchie, Kathy Hannen, Dianne Mattice

Regrets: Rodney Rodger

Staff: Deb Blackshaw

1. Meeting Call to Order

The meeting was called to order by Chair Parsons at 5:31 p.m.

2. Call for Additional Business

- 2.1 Hydro One Light Bulb Program
- 2.2 Change May Meeting Date

3. Disclosure of Pecuniary Interests

None

4. Confirmation of February 28th, 2018 Board Meeting Minutes

4.1 Approval of the minutes of the February 28th, 2018 Meeting.

Motion: THAT the minutes of the February 28th, 2018 meeting be approved.

Moved by: Councillor O’Leary

Seconded by: Kathy Hannen

Carried

5. Deputations

5.1 Russell Ellis – CTRE Productions – Extreme Winter Sports Event – Mr. Ellis presented the concept of a free style skiing event to be held in the 700 block of 2nd Avenue East in January or February, 2019. Specific dates have not been decided. This would be a high energy, family event based around a competition format. It would be a ticketed event. The participating athletes would be by invitation only. Local suppliers will be used when ever possible. Mr. Ellis has had initial discussions with the City. Although the DIA’s endorsement is important to him he is not asking for any other support. Chair Parsons thanked Mr. Ellis for his time and asked that he keep the Board informed as he moves through his planning process.

6. Public Question Period

None

7. Correspondence Received for which Direction is Required

7.1 None

8. Reports by Directors and Staff

8.1 Personnel – No Report

8.2 Marketing Committee Report –Councillor O’Leary advised the Board that Summer Streetfest has been shortened to one day on Friday July 6th followed by Hottest Street Sale on July 7th.

Motion: That the March, 2018 Marketing Committee Minutes be approved as presented.

Moved by: Councillor O’Leary

Seconded by: Councillor Koepke

Carried

8.3 Owen Sound Police Services Report - Inspector Fluney advised the Board that during the month of March there were 159 hours of foot patrol by OSPS officers. A number of arrests and charges were made. The Board was also advised that the 2018 Anti-Trafficking Conference is being held in Owen Sound.

8.4 Treasurer’s Report – Treasurer Kathy Hannen gave an overview of the financial statement to April 11th, 2018.

Motion: That the April, 2018 Financial Statements be approved as presented.

Moved by: Kathy Hannen

Seconded by: Francesca Dobbyn

Carried

9. Matters Postponed

9.1 Status of Downtown Revitalization Project – Deferred to the next meeting

9.2 Status of Downtown Cameras – There is a meeting scheduled with a Panasonic Representative on April 24th.

9.3 Retail Holiday Exemption Survey Results – Deb Blackshaw advised that there was a limited response from the Membership to the survey. The majority of respondents said they would not consider staying open on a Statutory Holiday. If they planned to stay open on any given Stat Day, Family Day was the most consistently chosen day followed by Canada Day. When the asked whether or not the OSDIA should apply for the Retail Holiday Exemption the majority of the respondents replied yes. Deb Blackshaw advised that the survey results have been forwarded to the City’s Director of Community Services.

Motion: That the OSDIA Board of Management support the concept of proceeding with the with the Retail Holdiay Exemption.

Moved by: Jacquie Furtner

Seconded by: Francesca Dobbyn

Carried

10. Motions For Which Notice Was Previously Given

10.1 None

11. Discussion of Additional Business

11.1 Approval of the 2018 Maintenance Agreement – Deb Blackshaw presented the 2018 Maintenance Agreement to the Board. The only changes to this agreement is that the inclusion of plowing of the sidewalks within the Downtown core and the pickup and disposal of sharps is to be carried out by the City’s Works department.

Motion: That the 2018 Maintenance Agreement between the City of Owen Sound and Owen Sound Downtown Improvement Area Board of Management be approved as presented.

Moved by: Councillor O’Leary

Seconded by: Councillor Koepke

Carried

11.2 Authorization for Incoming E-Transfers – Deb Blackshaw requested that she be authorized to accept E-Transfers to the Operating account to accept payments for Hottest Street Sale and Gift Certificates.

Motion: That Deb Blackshaw be approved to accept incoming email transfers to the OSDIA's Operating account.

Moved by: Councillor O'Leary

Seconded by: Francesca Dobbyn

Carried

11.3 Status of Garbage Can Stickers – Mr. Ritchie advised that the stickers on order.

11.4 Downtown Parking Re: Councillor O'Leary's proposal – Discussion regarding the legality of using a OSDIA Levy to pay for Complimentary parking in the Downtown. Staff was instructed to prepare a report for the next Board meeting regarding what the legislation indicates and what the City by-law that established the DIA indicates.

Motion: That a report be prepared that contains what the legislation indicates and what the bylaw that established the OSDIA indicates and how it would relate to parking.

Moved by: Dianne Mattice

Seconded by: Francesca Dobbyn

Carried

11.5 Maintenance Standards under Residential Tenancies Act- Francesca Dobbyn provided the information that Landlord are required to provide garbage disposal. No further action.

11.6 Hydro One Light Program – Francesca Dobbyn advised the Board that Hydro One donated 150 LED bulbs. These bulbs will be distributed in the 11th Street East and 3rd Avenue neighborhood in effort to light up the area.

11.6 Francesca Dobbyn advised the Board that she will be taking a five week leave of absence in order to pursue her candidacy in the upcoming Ontario Provincial election.

11.7 Change in Date of May Meeting – The Board agreed to change the May, 2018 meeting from the regularly scheduled May 9th meeting to May 30th. Notice will be sent to the Membership.

12. Adjournment

Chair Parsons adjourned the meeting on 8:04 p.m.

Chair Parsons