

**Owen Sound Downtown Improvement Area Board of Management**  
**BOARD MEETING MINUTES**  
**June 27<sup>th</sup>, 2018– 5:33 p.m. to 7:15 p.m.**  
**OSDIA Board Room**

**Present:** Chair Parsons, Councillor O’Leary, Jacquie Furtner, Councillor Koepke, Ron Cole, Inspector Fluney, Kathy Hannen

**Regrets:** Francesca Dobbyn, Dianne Mattice

**Staff:** Deb Blackshaw, Wayne Ritchie (City Liaison)

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**1. Meeting Call to Order**

The meeting was called to order by Chair Parsons at 5:33 p.m.

**2. Call for Additional Business**

- 2.1 Filling of Board Vacancy
- 2.2 Request from Maryann Thomas

**3. Disclosure of Pecuniary Interests**

None

**4. Confirmation Board Meeting Minutes**

4.1 Approval of the minutes of the May 30<sup>th</sup>, 2018 Meeting.

**Motion:** THAT the minutes of the May 30<sup>th</sup> 2018 meeting be approved.

**Moved by:** Councillor O’Leary

**Seconded by:** Jacquie Furtner

Carried

**5. Public Question Period**

None

**6. Correspondence Received for which Direction is Required**

6.1 None

**7. Reports by Directors and Staff**

7.1 Personnel – Deb Blackshaw reported that Maintenance Staff is all in place and doing well.

7.2 Marketing – Councillor O’Leary confirmed that the OSDIA will not be participating in Harbourfest.

Deb Blackshaw advised that Summer Streetfest and the Hottest Street Sale are coming together with no issues.

**Motion:** That the May, 2018 Marketing minutes be approved as presented.

**Moved by:** Councillor O’Leary

**Seconded by:** Kathy Hannen

Carried

7.3 Owen Sound Police Services Report - Inspector Fluney advised the Board that during the month of May there were 124 hours of foot patrol by OSPS officers. There were some charges laid during the month. A Safe Exchange Zone is being set up in the small parking lot next to the police station. After a Board discussion regarding mental health issues in the Downtown, staff was instructed to reach out to the Canadian Mental Health Association and invite their staff to attend a Board meeting to discuss strategies of dealing with Downtown issues.

7.4 Treasurer's Report – Treasurer Kathy Hannen gave an overview of the June 27<sup>th</sup>, 2018 Financial Statements.

**Motion:** That the June 27<sup>th</sup>, 2018 Financial Statement be approved as presented.

**Moved by:** Kathy Hannen

**Seconded by:** Councillor O'Leary  
Carried

## 8. Matters Postponed

8.1 Downtown parking Re: Councillor O'Leary's Proposal – *Postponed until end of the meeting*

## 9. Motions for which Notice Was Previously Given

9.1 None

## 10. Discussion of Additional Business

10.1 - Filling of Board Vacancy – Deb Blackshaw advised that with the resignation of Rodney Rodger the OSDIA policy requires that the Membership be notified of the vacancy. The City must be notified within 90 days of the vacancy and be advised of any potential replacement candidates. Deb Blackshaw advised the Board that the office has been receipt of an application from a candidate that is not a member of the OSDIA. The Board directed staff to advise the Membership of the vacancy via email.

**Motion:** That the individual who has applied for a Board position be considered along with any other potential candidates that come forward as a result of the Membership notification.

**Moved by:** Councillor Koepke

Seconded by: Councillor O'Leary

Carried

10.2 – Request from Membership – Deb Blackshaw advised that an OSDIA member has requested that we include in our quarterly newsletter a “Peer to Peer” column. This column would include questions and comments regarding OSDIA issues. The Board agreed that the newsletter was not the appropriate venue for this request however, staff was instructed to research a “members only” (non-public) vehicle that allows positive interaction between the OSDIA membership.

## 11. CORRESPONDENCE PROVIDED FOR INFORMATION

11.1 Harmony Centre – Thank You - A thank you from the Harmony Centre for the OSDIA contribution to their On-Line Fundraising Auction.

11.2 Louise Nichol – Thank you and goodbye – Letter from Louise Nicholl that she had sold her the Academy of Learning and left the Community.

## 12. Notice of Motion

12.1 None

*Deb Blackshaw left the meeting at 6:24 p.m.*

*In Deb Blackshaw's absence Councillor Koepke took notes for Item 8.1*

## 8. Matters Postponed

8.1 Downtown Parking re: Councillor O'Leary's Proposal - Wayne Ritchie, City Manager, presented his report for consideration by the DIA Board respecting complimentary parking and support from the City of the DIA. He commented on the City's investment in the downtown core to establish a feeling of safety for its citizens and comments from the public related to parking costs. Mr. Ritchie outlined the financial impacts and how City staff would provide the DIA with marketing, promotion, maintenance, and administrative support. He noted the current DIA levy is approximately \$230,000 and with the elimination of paid parking this would leave \$185,000 to be funded. Current annual budgeted costs for parking are \$415,000. It was noted that a recommendation will be made to Council to increase the direct support for maintenance in the downtown core by increasing the budget beginning in 2019. Members questioned the enforcement of parking and ticketing. It was noted regulatory parking enforcement of accessible parking would still be taking place. It was recommended that enforcement take place at parking time overages of 2 hours and 15 minutes instead of 2 hours. Questions arose regarding warning tickets as opposed to issuing tickets and parking in the same block within the day with their licence recorded in the system when they have left and returned. It was noted that if those who have received a ticket question the fact that they left and returned consideration is given by By-law Enforcement. How the scenario being presented is to be handled and voted on within the membership was questioned. This may be a scenario that could be proposed on a trial basis. However, it was noted that this is a scenario that once it proceeds it should not go backward.

Various Board issues that are being dealt with now by the DIA, such as staffing and administration, were discussed. The importance of cohesion between the DIA and Economic Development within the City was noted along with the advantage of having the same individuals dealing with these issues was identified. There was discussion of removal of the meter hoods and it was suggested that some meters could remain and changed to be "happiness meters" where a charity of choice can be donated to through deposits in the meters.

Mr. Ritchie explained the importance of having a voice by the Downtown Business owners and the importance of maintaining a Board to deal with issues and express that voice. It was suggested that this proposal be sent to the membership for comments. Mr. Ritchie explained that when the budget is presented this scenario could be part of the budget presentation at the AGM of the DIA Board. It was recommended that a joint public meeting hosted by the City and the DIA take place to present the scenario being proposed for complimentary parking.

**Motion:** That in consideration of a report from the City Manager dated June 27, 2018 respecting a City Supported DIA Board, the OSDIA Board approves to hold a joint public meeting with the City of Owen Sound and OSDIA and make a recommendation to proceed with a plan of complimentary parking in the downtown area by removing all paid parking at meters and establishing complimentary 2 hour parking in the metered areas along with the area of 2nd Avenue East, between 11th Street East and 7th Street East, and that parking in all City Lots be 9 hour complimentary parking, and further

**That** the 2019 DIA budget reflect these changes and the restructuring of the DIA to be supported by City staff, while the DIA Board of Management would remain as an Autonomous Board.

**Moved by:** Ron Cole

**Seconded by:** Jacquie Furtner

Carried

**13. Adjournment**

Chair Parsons adjourned the meeting on 7:15 p.m.

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Chair Parsons