

**Owen Sound Downtown Improvement Area Board of Management**  
**BOARD MEETING MINUTES**  
**May 30<sup>th</sup>, 2018– 5:34 p.m. to 7:54 p.m.**  
**OSDIA Board Room**

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

**Guests:** Ruth Parsons, Pam Coulter (City Liaison)

**Staff:** Deb Blackshaw

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**1. Meeting Call to Order**

The meeting was called to order by Chair Parsons at 5:34 p.m.

**2. Call for Additional Business**

2.1 Harbourfest

**3. Disclosure of Pecuniary Interests**

None

**4. Confirmation of April 11th, 2018 Board Meeting Minutes**

4.1 Approval of the minutes of the April 11<sup>th</sup>, 2018 Meeting.

**Motion: THAT** the minutes of the April 11<sup>th</sup>, 2018 meeting be approved.

**Moved by:** Councillor Koepke

**Seconded by:** Councillor O’Leary

Carried

**5. Deputations**

5.1 Jacquie Furtner – Presentation of Highlights of OBIAA Conference – Ms. Furtner attended the OBIAA Conference in April and prepared a presentation highlighting, in particular, seminars given by Roger Brooks and Doug Griffith. Although the presentation made many interesting and thought provoking suggestions a number of highlights stood out as follows: the need to generate positive attitudes about the Community, people need to be Downtown to draw businesses to the area, beautification is important and should be an investment that is shared by the whole Community, that we need to find a way to make Downtown Owen Sound a place that people want to come to. Ms. Furtner believes that the Owen Sound DIA should have a complete rebrand and that the website should have a re-think. The presentation will be made available for anyone wishing to study it further.

**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 – Chair Parsons presented a letter of resignation from Vice Chair Rodney Rodger from the Owen Sound Downtown Improvement Area Board of Management, effective immediately.

Motion: That Rodney Rodger's resignation be accepted with regret.

Moved by: Jacquie Furtner

Seconded by: Ron Cole

Carried

8.2 Maintenance Staff Report - Deb Blackshaw advised that Jodi Johnson has been hired to replace Oliva Barwell as Maintenance Crew Chief. Two Summer Students have been hired.

8.2 Marketing Committee Report –Councillor O'Leary advised the Board that Summer Streetfest and Hottest Street Sale planning is well under way. As well Fresh 1<sup>st</sup> Friday that was changed to June 1<sup>st</sup> is in its final planning stages. The Downtown flowers will be placed in the second week of June.

**Motion:** That the April 3<sup>rd</sup>, 2018 Marketing Committee Minutes be approved as presented.

**Moved by:** Councillor O'Leary

**Seconded by:** Kathy Hannen

**Carried**

8.3 Owen Sound Police Services Report - Inspector Fluney advised the Board that during the month of April there were 150 hours of foot patrol by OSPS officers. There is a lot of new activities on the streets and charges have been laid. The Police Service is working with the Canadian Mental Health Crisis team.

8.4 Treasurer's Report – Treasurer Kathy Hannen gave an overview of the financial statement to May 30<sup>th</sup>, 2018.

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

Moved by: Kathy Hannen

Seconded by: Jacquie Furtner

Carried

## 9. Matters Postponed

9.1 Status of Downtown Revitalization Project – Pam Coulter presented a spreadsheet and updated the Board on the status of the Action Items from the Downtown Revitalization Project.

9.2 Status of Downtown Cameras – Chair Parsons and Chris Hughes had a meeting with Panasonic and there will be a report going to the Operations Advisory Committee on June 12<sup>th</sup>, 2018.

9.3 Retail Holiday Exemption Status – The OSDIA and the Chamber of Commerce survey results have been received and will go to the Economic Development Committee meeting on June 15<sup>th</sup>, 2018.

9.4 Downtown Parking Re: Councillor O'Leary Proposal – Deb Blackshaw presented a report regarding Complimentary Parking. The report outlines the establishment of the OSDIA, the Maintenance Agreement and the basis of the complimentary parking proposal being presented by the City. After discussion the Board requested that the City Manager bring to the June, 2018 a report regarding City Staff support, a strategy to communicate to the membership as well as timing for implementation.

**Motion: That** the OSDIA Complimentary Parking Report be received.

**Moved by:** Marion Koepke

**Seconded by:** Kathy Hannen

Carried

**Motion: That** the OSDIA request a report from the City Manager regarding City Staff support for the proposed model and a strategy to communicate to the membership as well as timing for implementation.

**Moved by:** Marion Koepke

**Seconded by:** Jacquie Furtner

Carried

## 10. Motions For Which Notice Was Previously Given

10.1 \_None

## 11. Discussion of Additional Business

11.1 River Precinct Project – Chair Parsons advised that he and Jacquie Furtner attended a meeting on behalf of the OSDIA that organized by Mary Ann Thomas. Pam Coulter advised that City Staff has met with the majority of the concerned building and business owners.

11.2 Reimbursement to Jacquie Furtner re: Additional Connection Attendance – Deb Blackshaw requested Jacquie Furtner be reimbursed for the additional convention expense and the purchase of the Roger Brook resource material.

**Motion: That** Jacquie Furtner be reimbursed for the additional conference expense and the purchase of the Roger Brook resource material.

**Moved by:** Councillor O’Leary

**Seconded by:** Councillor Koepke

Carried

11.3 Harbourfest – Councillor O’Leary suggested that the OSDIA be involved in the Harbourfest on July 14<sup>th</sup>, 2018. It was recommended that the Marketing Committee discuss participating in this event.

## 12. Adjournment

Chair Parsons adjourned the meeting on 7:54 p.m.

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Chair Parsons