



MINUTES

Parry Sound Downtown Business Association

December 19th, 2018

Meeting called to order by David Coles at 6:30pm

In Attendance

Board Members: David Coles, Cathy Downing, Karen Hobson, Sue Sullivan, Amy Black, Tanis Mack

Staff: Susan Hrycyna

Guests: Dan DiNicolo, Chris Pettinger, Thomas Clark

Approval of Agenda

“Motion to approve the agenda of the December 19th, 2018 DBA Board of Directors Meeting with the following addition:

- Salvation Army Community Van”

Moved by: Tanis Mack

Seconded by: Amy Black

Carried

Approval of Minutes

“Motion to approve the minutes from the November 14th, 2018 DBA Board of Directors meeting”

Moved by: Karen Hobson

Seconded by: Sue Sullivan

Carried

Correspondence

A letter was received from the Resource Centre for Independent Living (RISE) asking to be considered for the Downtown Parking Meter Fundraising Program. Any money collected from July 1-31, 2019 will be donated to their organization.

Parking bylaw changes have been proposed by Allison Kreuger, By-law Enforcement Officer. All parking on James Street north of McMurray will be changed to 4 hour parking. The board supports this change.

Jackie Boggs, send an email to inform the board that Councillor Roger Burden will be the Council representative for the DBA.

Previous Business

a) Marketing Plan / Brand Identity

- The Marketing Plan and Brand Identity submitted by Gel Creative was discussed

Resolution 18-27

“Motion to accept the Marketing Plan developed by Gel Creative”

Moved by: Amy Black

Seconded by: Sue Sullivan

Carried

Resolution 18-28

“Motion to accept the Brand Identity developed by Gel Creative”

Moved by: Tanis Mack

Seconded by: Karen Hobson

Carried

- Implementation of these will be discussed with the 2019 budget
- We will ask Tom and Shannon from Gel Creative to come to a board meeting to discuss implementation in person

b) Walk of Fame Store

- Signature Memorials submitted three proposals for a Walk of Fame store for Northern Rescue. After a discussion it was decided there is too much wording. Susan will ask them to eliminate the names of the stars and submit another mock up for the next board meeting.

New Business

a) Election for DBA Directors

- Eleven people expressed interest in joining the DBA Board. There are only nine spots available. Formal nomination forms were sent out to these people on December 17th and must be returned by December 24th at 11am. If more than nine forms are received there will be an election. Susan has met with the Town Clerk and it has been decided that ballots will be mailed out to all property and business owners on January 4th, 2019 and must be received back January 18th, 2019. The ballots will be counted Monday January 21st.
- Susan will work on confirming the list of all DBA businesses. The town will be able to provide the list of building owners.

b) Salvation Army Community Van

- Parry Sound Bikes has been having some issues with the new location of the Community Van on Friday nights. The van has been parking in the spots right beside their building instead of in the spots beside the library. Susan has requested a sign from by-law to say No Parking on Fridays after 6pm. The sign has been installed in the wrong spot. It is beside PS Bikes instead of beside the library. Susan will contact by-law to have it moved.
- Some of the issues they are dealing with are:
 - Garbage left behind
 - The van blocked in one of their customers and were very reluctant to move to let them out
 - People are smoking right in front of their business (there is no smoking allowed in the park)
 - Kids are running up the outside stairs and knocking on the door
- Aleesha has spoken to Scott Allen and he was not very receptive to discussing the problems. His comment to her was her business is closed on Friday evenings so it shouldn't matter
- Anyone who experiences issues should write a letter to the DBA, The Town of PS and the Salvation Army. All problems must be documented.
- Susan will ask if the Town can put out an extra garbage can on Friday nights

Reports

a) Administrator- Susan Hrycyna. A detailed report is on file

b) Events – Susan Hrycyna. A detailed report is on file

- An Events Committee meeting was held on November 28th. There was a follow-up discussion about PSGW and all of the events in 2018 were evaluated. It was decided not to continue with the Giant Community Yard Sale, Open Streets and Light up the Park.
- Follow-up from PSGW
 - There has been great feedback from the event.
 - Over \$10,000 was spent on the Friday night
- Celebrate Ontario Grant

Resolution 18-29

“Motion to allow Susan Hrycyna in coordination with the Events Committee Chair to apply for a Celebrate Ontario grant for Parry Sound Girlfriends’ Weekend 2019”

Moved by: Cathy Downing

Seconded by: Tanis Mack

Carried

c) Financial – David Coles. A detailed financial report is on file
“Motion to accept the financial statements as presented”
Moved by: Tanis Mack Seconded by: Amy Black Carried

Next Meeting

The next meeting will take place on January 9th, 2018

“Motion to adjourn the meeting was made at 7:25pm “

Moved by: Tanis Mack Seconded by: Amy Black Carried

Minutes of the meeting were recorded by: Susan Hrycyna, Executive Administrator