

***Downtown Parry Sound Business Association  
Board of Management  
Minutes of March 10<sup>th</sup>, 2011  
Georgian Bay Software  
42 Gibson St.***

Present: Daryl McMurray, Dan McCauley, Angelika Distler, Anne Bossart

Participation via telephone conference : Lis McWalter

Regrets: Shirlene Johnston, Perry Harris

Administrator: Heather Steele

Due to bereavement in the family for one of our Directors and another being ill, an official meeting could not take place as we did not have a quorum. The following items were reviewed.

Chaired by Daryl McMurray

- 1) Called to order 6:15 PM
- 2) Approval of Agenda: Require quorum for approval.
- 3) Approval of the Minutes of February 10<sup>th</sup>, 2011: tabled
- 4) Confirmation that Perry Harris has been appointed as a Director to the DBA Board by Council has been received. Anne Bossart was welcomed. Anne came on behalf of Nancy Little owner of Artistic Endeavours and is considering joining the Board.
- 5) **CORRESPONDENCE**
  - A) The public washroom located on Seguin St. has been upgraded in compliance with accessibility with the exception of push buttons for the doors. Tammy Purdy the Town representative for Accessibility will keep us posted on the progress for the final upgrade.
  - B) RTO12 is now accepting applications to their Board of Directors. Closing Date April 1, 2011. For more information visit [www.rto12ca/documents](http://www.rto12ca/documents)
  - C) The Festival of the Sound is launching a new website this April. They would like to list local businesses, attractions and services to promote the area to visitors. The Administrator will confirm details for listing the DBA. Our membership will be emailed the information for their individual consideration.  
[info@festivalofthesound.ca](mailto:info@festivalofthesound.ca)
  - D) An email was sent this week reminding our members of the importance to everyone about leaving our parking spots available on James St. and Seguin for customers. Businesses are encouraged to use the parking that is available for staff and owners in other locations. Further discussions on parking issues and options will take place once the Parking Committee is formalized.

- E) Wendall Fisher chair of the Parry Sound Active Transportation Committee (PSTAC) notified the DBA that the article that appeared in the North Star February 23, 2011 regarding the recommendation to use one DT parking locations for bike lockups was in inaccurate. The Board will extend an invitation to the Parry Sound Active Transportation Committee to attend a meeting in the near future to gain an understanding of the undertakings of the PSTAC and also understand where collaboration will benefit the downtown.
  - F) The parking committee reviewed the pros and cons of the suggested change to the Parking By-Law 2004-4753 that would allow anyone with an Accessible Parking Permit to be exempt from paying at any of the metered parking spots in the DT. A response was sent to Council and the By-Law Department encouraging Council to decline this recommendation at this time. There is limited parking and the Board would like to further investigate the potential negative impact on the businesses and service providers on our Downtown. This will become a topic for review by the Parking Committee.
  - G) The Town Offices will move from the Mall back to the Seguin location, and expected to be operational by April 18<sup>th</sup>, 2011. Dan McCauley reported that Council voted against designation of office space at the Town Office for the DBA at this time. Once the move is completed and all Town Staff has been accommodated Council will review again. All parties understand the benefits of having the DBA office co-located with the Town. We will continue to work with the Town to achieve this result.
  - H) It was reported that the Town Hall meeting scheduled with Finance Minister Dwight Duncan to be held in Parry Sound this Spring was cancelled due to lack of interested participants.
  - I) Angelika Distler will attend the Chamber's President's Ball April 16<sup>th</sup>, 2011 on behalf of the DBA
- 6) Committees and Champions: The draft document outlining the roles and responsibilities was reviewed briefly, however decisions tabled until the April meeting.
  - 7) Action register reviewed and updated
  - 8) Parking review : tabled
  - 9) Budget: meeting date tentatively set for next review
  - 10) Chamber updates: tabled
  - 11) Beautification: Administrator to arrange with PUC to remove the snowflake banners, turn the lights out in the park, replace two light sprays and ship back the damaged two. It was noted that there is another spray with lights going out. Other items under Beautification tabled, budget review has to be completed prior to confirming what funds will be available for 2011 projects.
  - 12) Events; tabled

- 13) Welcome packages: tabled
- 14) Survey review date meeting scheduled for May 5<sup>th</sup>, 2011, 6PM Georgian Bay Software
- 15) AGM date selected is June 2<sup>nd</sup>, 2011, location and details to be presented at the regular meeting April 14<sup>th</sup>, 2011. Administrator to present to the Board the details.
- 16) Website: Daryl is currently working on completion of a membership email list for use by the Administrator. He is also working on other programmes to be used by the Administrator to facilitate with communications along with upgrades to sections for visitors to the site. Daryl will confirm access to the web site that was under construction is unavailable and the site is closed.
- 17) Tear Off Maps: Administrator to work with MinuteMan on the updates to the tear off maps and order them for May 2011 in order that they are available for use by the members and merchants in Parry Sound. Future consideration will be reviewed for possible revenue generated by selling advertising and placing on the back of the map.
- 18) Brochures: Administrator to use the 1800 left for 2011. None will be order for 2011. Marketing will be requested to review the current brochure and bring to the Board suggestions for updates that potential will take place in 2012
- 00) Adjournment 8:34 PM

**\*\* NEXT MEETING \*\* APRIL 14<sup>TH</sup>, 2011 \*\* 6 PM \*\***

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