



MINUTES

Parry Sound Downtown Business Association

January 11th, 2017

Meeting called to order by Daryl McMurray at 6:33pm

In Attendance

Board Members: Daryl McMurray, David Coles, Sue Sullivan, Councillor Paul Borneman

Staff: Susan Hrycyna

Regrets: Jim Shaw

Absent: Cathy Downing, Dora Logan

Approval of Agenda

“Motion to approve the agenda of the January 11th, 2017 DBA Board of Directors Meeting with the following addition:”

- Board members

Moved by: Paul Borneman

Seconded by: David Coles

Carried

Correspondence

Peter Istvan asked if the DBA would contribute cases of water again for the Pedaling for Parkinson’s event July 14-16, 2017. Yes, we will donate 10-12 cases.

OBIAA is offering a Strategic Planning “Train-the-Trainer” program through web training sessions. Susan will be participating.

Approval of Minutes

“Motion to approve the minutes December 21st, 2017 from the DBA Board of Directors meeting”

Moved by: David Coles

Seconded by: Sue Sullivan

Carried

Old Business

a) Walk of Fame

- Susan showed Peter Brown a picture of the latest sample. Peter is concerned about how the stones will hold up during the winter. If the stone sits 1/4" lower than the pavers it should help protect it.
- The stone will be 2" thick and will be 16"x16" finished size. David will get a firm price for the next meeting and we will plan on installing one in the spring.
- Peter told Susan that he wants the company who is making the stones to remove the pavers and install the stone. Paul will ask Peter why Public Works won't remove the pavers for us. Peter is also going to find out if this needs Council approval.

b) Juke's Lane

- A subcommittee will be formed to begin working on the historical pictures. Nadine Hammond, Mike Morden and David Coles will be on the committee. Susan will also ask if anyone from the Downtown Steering Committee would like to be a part of the committee.
- The metal frames are still up on the Ritchie Insurance building. The cost will be \$465 for a 6'x4' frame and \$385 for a 4'x4' frame.

c) Hanging Baskets

- The proposal submitted for the hanging basket locations will be discussed with the Downtown Steering Committee.

d) Shuttle for Cruise Ships

- Susan has not been able to speak to anyone with the taxi company yet. Sue and Daryl will try to talk to them about providing taxis for the cruise ship passengers.

New Business

a) New Board Members

- In 2016, Jim Shaw only attended four board meetings. The DBA's bylaws state that a board member can be removed after missing three consecutive board meetings. Susan will send a letter to Jackie informing Council that Jim Shaw will no longer be a member of the DBA Board of Directors. A copy will be sent to Jim.
- David will put a request for new board members in the next DBA corner, Susan will also put it on our website and on Facebook. Jackie has also offered to put an ad in the paper for us.

b) Memorandum of Understanding

- Susan will make the changes as discussed and send to Lynn before 9am tomorrow for review by the Downtown Steering Committee at their meeting Thursday morning.

Reports

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

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

- \$4,575 in downtown dollars were sold in December. Susan will provide details at the next meeting as to how many have been redeemed.
- Parking spots for the Community Tag Sale will be sold for \$10 each.
- Susan has found a contact to buy 24” unfinished birch paddles for the silent auction. They are \$14 each. Artists will be asked if they want to paint a small or large paddle.

c) Financial – David Coles. A detailed financial report is on file.

- Angel is available to come to the next meeting if the board has any questions about the financials for her.
- Our records show \$1956.78 is owed to Metroland Media. Their records do not show us owing anything and therefore they will not accept our payment.

“Motion to accept the financial statements as presented”

Moved by; David Coles

Seconded by: Paul Borneman

Carried

Resolution 17-01

“Motion to accept the 2017 DBA budget”

Moved by: David Coles

Seconded by: Sue Sullivan

Carried

d) Chamber – Daryl McMurray

- They are working on a new website.

e) Council – Paul Borneman

- A new auditor will be appointed at the next council meeting. A new staff member has been hired in Parks & Rec. She is a horticulturist which will be a huge benefit.
- The Town’s 2017 budget has been completed – there is \$25,000 for the façade improvement program, a summer student dedicated to the downtown and an Economic Development Officer will be hired. The public washrooms will also be renovated.
- RBC moving to the south end was approved. Paul feels the Official Plan will be reviewed very soon.

- Anne Hanes from MPAC is interested in talking to our members. The AGM might be a good time to make this happen.

Next Meeting

The next meeting will take place on February 8th, 2017

“Motion to adjourn the meeting was made at 8:18pm “

Moved by: David Coles

Seconded by: Sue Sullivan

Carried

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