



MINUTES

Parry Sound Downtown Business Association Board of Directors Meeting

January 10, 2024

Tim called the meeting to order at 6:27 pm

In Attendance

Board Members: Tim Dunn, Bernice Anderson, Dave Williams, Kaila Stevenson, Don Corbett, Doug Wilton (via zoom)

Councill Representative: Chris McDonald

Regrets:

Absent:

Staff: April Denman

Guests: None

Approval of Agenda

“Motion to approve the agenda for this January 10, 2024 DBA Board of Directors meeting with the addition under correspondence - Dunn’s Self Storage invoice increase, under new business – Board vacancies & Seanan Megyesi’s resignation from the Board.

Moved by: Kaila Stevenson

Seconded by: Don Corbett

Carried

Approval of Minutes

“Motion to approve the Minutes from November 8, 2023 DBA Board of Directors Meeting.”

Moved by: Chris McDonald

Seconded by: Bernice Anderson

Carried

Conflict of Interest Declaration

April offered to leave the meeting when agenda item about her contract is discussed, however Doug said it was discussed via email and no further discussion needed. Doug to forward notes to April to keep on file.

Correspondence

- Feedback re: Girlfriends Weekend – April received a few emails and had a number of conversations from participants and businesses of GFW with concerns the event held at the

Stockey Centre the Friday night was in direct competition, not worth staying open later in the evening and that their show was too long; ticket holders felt they missed out on other activities. April has scheduled a meeting with Nicole, Manager of the Stockey Centre to discuss feedback and better collaboration at the 2024 event.

- Vladimir Shehovsov – Economic Developer for the Town of Parry Sound has resigned. His assistant Navi Bhagla is still working in the department, but this does leave a gap in our strategic partners.
- Witches Walk sent a photo thank you card that was circulated, thanking the DBA for supporting the event and is looking forward to collaborating in 2024.
- Parry Sound CruZers reached out looking for a new location for the weekly car show on Tuesdays, proposing James Street. Lots of discussion and many logistical concerns were raised. The Board invites the organizers to attend their February 14, 2024 meeting to discuss further.
- Rebecca Johnson sends email with Council's request of a letter of support for the Rural Northern Immigration Pilot (RNIP) Program – sent January 4, 2024 (copy on file)
- Dunns Self Storage: letter received today (January 10, 2024 – dated December 29, 2023) advising of significant increase to rental fee from 2023. April has not had time to follow up, discuss or make calls to other storage unit providers as due diligence but this does impact budget discussion tonight. The Board feels this is fair ask, wishes to continue to support this downtown business and approves the increase.

Old Business

- Scotia Bank: All accounts closed; final draft deposited to Kawartha Credit Union on December 15, 2023
- Action Plan – April discussed Director Insurance coverage with Stephanie Phillips at the Town who believes the DBA has coverage under the Town's policy but would follow up with their insurance company. April to follow up with Stephanie to confirm findings.
 - Priority items are with committees. April recommends the Board create a committee to action items in the governance section. Action item for February 14, 2024 Board meeting.

New Business

- Matt Meglio has been removed from the DBA Board of Directors. Per policy & procedure; page 3 – attendance –“Missing 3 consecutive meeting constitutes expulsion from the board.” April to inform the Town.
- Seanan Megyesi sent his resignation from the Board sighting “business demands restricting his ability to attend meetings and make quorum is limited, should be giving

spot away to someone that can have better attendance.” Seanan thanks the Board and wishes to continue to be part of the marketing committee. April to inform the Town.

- DBA Board of Directors monthly meetings will remain the second Wednesday of each month at 6:30pm. Parry Sound Public Library is offering continued use of their board room.
- The 2023 audit has begun with BDO. AGM date:
“Motion to host the AGM on May 8, 2024.”
Moved by: Kaila Stevenson Seconded by: Don Corbett Carried
- Grants: April has been looking into several potential grants currently available. The Tourism Growth grant through FEDNOR opened from November 2023 to 2026 or until the 108m has been distributed. It is only for 2-day events that are not new events. April reiterates the need for each committee to have a list of projects and details so when these opportunities arise, we are ready to apply. April is working with Brenda Ryan and the Beautification committee for an NOHFC grant available. There is a Hydro one grant available for infrastructure projects. April sent this one to Mike Kears noting the light poles in the downtown core could qualify.
- Board Vacancies: Dave Williams would like to see Frank Camenzuli join the Board. He feels that as the owner of many properties in Downtown, he would fill a gap in the Board mix. April explained that Frank would need to write a letter of interest and it would be brought to the Board for decisioning.
- Information booth on Town Dock: April says she spent a lot of time in 2023 trying to learn the operations of the Town Dock. It was recognized the need to provide more information for visitors, moving them around all areas of downtown. April collaborated with the Chamber of Commerce, then The Town of Parry Sound’s Economic Development department staff, then RTO12 – Explorer’s Edge to partner in potentially renting a Harbour Walk Shop for the 2024 season, at no cost to the DBA. The Town of Parry Sound offered to purchase one instead saving all organizations from the rental fee.

The Board feels very strongly against this initiative and wishes to move forward with pursuing interest in the upcoming management contract with the Town of Parry Sound. “Motion to submit a letter to the Town of Parry Sound that Parry Sound Downtown Business Association’s Board of Directors are not in support of the expansion of the Harbour Walk Shop initiative for 2024, to decline the offer to purchase a dock shop and wishes to formally express interest in the tender for the upcoming management lease agreement for the Town Dock.”

Moved by: Dave Williams Seconded by: Don Corbett Carried

- 2024 proposed budget: Kaila and April reviewed the proposed budget in advance of the meeting. Board members were provided with a copy of the updates.

Resolution 24-02

“Motion to approve the Downtown Business Associations’ 2024 budget.”

Moved by: Kaila Stevenson

Seconded by: Bernice Anderson

Carried

Reports

Committees are working on new activities and will have a report for the February Board meeting.

Staff report on file –

** special note that the DBA’s new cell phone has arrived. The phone number has been ported over to the landline so contact information for the DBA stays the same.

Adjournment:

Next meeting: February 14, 2024 – 6:30pm – Parry Sound Public Library.

DRAFT