



MINUTES

Parry Sound Downtown Business Association

Board of Directors Meeting

March 8th 2023

Doug called the meeting to order at 6:07 pm

In Attendance

Board Members: Doug Wilton, Tim Dunn, Meredith McCaffrey, Bernice Anderson, Seanan Megyesi, Mary-Ellen Swan

Councill Representative: Chris McDonald

Absent: Don Corbett, Matt Meglio

Regrets: none

Staff: April Denman

Guests: Tim Turner from Don Cherry's

Approval of Agenda

"Motion to approve the agenda for this March 8th, 2023 DBA Board of Directors meeting

Moved by: Bernice Anderson

Seconded by: Seanan Megyesi

Carried

Approval of Minutes

"Motion to approve the Minutes from February 8, 2023 DBA Board of Directors Meeting"

Moved by: Seanan Megyesi

Seconded by: Mary-Ellen Swan

Carried

"Motion to approve the Minutes from the February 22, 2023 DBA Board of Directors Special budget Meeting"

Moved by: Tim Dunn

Seconded by: Chris McDonald

Carried

Conflict of Interest Declaration

None declared

Correspondence

- Amy Black has resigned as Chair of the Events Committee for the time being. She has some upcoming health appointments and worries that she will disappoint the committee if she is not able to keep up. She has asked to be kept in the loop and participate as she is able. The Events Committee has nominated Melissa McEwen who will decide by next meeting April 5, 2023.
- Frank Camenzuli called the office with concerns over the Town's proposed development charges. He worries it could affect development in the downtown and wanted to make sure the DBA was aware of the Town's proposal.
- Liam Heffernan owns a home-based travel agent business in the DBA boundaries. He put in a request to join the Board. The Board feels that his residential rent does not qualify him as a member. April reached out to OBIAA by email for guidance who shared the same thoughts and did not have another BIA policy to share. The Board has decided that rather than create a new "Friends of the DBA" policy, it would be easier for Liam to represent another DBA business. Liam is aware and said he would look into this option.
- Ryan McEwen reached out about the overflowing cigarette receptacle outside his workshop and the Bargain Shop as well as garbage on James Street. It has since been emptied and April has brought the downtown businesses with the most employees that smoke outside a new no smoking sign as requested by the Health Board.

Old Business

- April has left business cards for the small business advisor at Scotia Bank and emailed the Assistant Manager. April will follow up again after her vacation the last week of March.

New Business

- **Resolution 23-07**
"Motion to approve the update of Policy & Procedure document."
Moved by: Seanan Megyesi Seconded by: Tim Dunn Carried
- **Resolution 23-08**
"Motion to approve the update of the Code of Conduct document."
Moved by: Meredith McCaffrey Seconded by: Mary Ellen Swan Carried

- Patty Hayes of Page By Page Consulting sent a proposal for a new Action Plan that would be like the addition to the last Strategic Plan that was completed in 2021. The Board would like to invite Patty to the April 12th Board meeting to discuss. April to email Patty.
- The Board expressed their concern over Matt Meglio and Don Corbett's attendance. It seems that both have a lot going on in their personal lives and may not have the time to dedicate to their DBA Board of Directors obligations having missed critical meetings including the budget meeting. Both are aware of the attendance policy from their welcome package, have been reminded and recently received the request to update the policy and procedures document. Doug will speak to both and will be added to the agenda for discussion again at the April Board meeting.
- There was some discussion about changing the meeting times to 6:30 in the summer due to retail shops being open later. Will be added to the agenda for discussion again at the April Board meeting.

Reports

Detailed reports for the Beautification, Events and Marketing Committees are on file and available upon request.

Chris McDonald gave his Council Representative report and spoke to the development charges proposed by the Town noting they have been tabled for a couple months. Chris also spoke about the 8- 8x12 pop-up, plastic retail sheds approved by the Town at the Town dock. There is concern over who will be signing the agreements, getting the funds, parking and why the DBA and Waterfront Committee were not brought into the conversation before it was agreed upon as this decision directly affects both organizations. There is currently not a lot of support in the downtown community, partially due to the lack of facts or communication from the Town. April is meeting with Shirlene Johnson who seems to be the contact for this project. She made the announcement at the joint meeting held by the Chamber of Commerce and DBA about the arrival of the cruise ships. April has emailed Clayton Harris March 7, 2023 asking for more information with no response as of this date.

Next meeting: April 12th, 2023 – 6pm – Parry Sound Public Library