



MINUTES

Parry Sound Downtown Business Association

Board of Directors Meeting

March 12, 2025

Meredith called the meeting to order at 6:35pm

In Attendance

Board Members: Meredith McCaffrey, Kaila Stevenson via zoom, Don Corbett, Josh Morden, Bernice Anderson

Councill Representative:

Regrets: Chris McDonald

Absent: none

Staff: April Denman

Guests: none

Prioritization and Approval of Agenda

“Motion to approve the agenda for this March 12, 2025 DBA Board of Directors meeting with prioritization of Patty Hayes presentation.

Moved by: Kaila Stevenson

Seconded by: Josh Morden

Carried

Conflict of Interest Declaration

None declared

Presentation

Patty Hayes presented an overview of a previously circulated draft document of suggestions to combine the Violence and Harassment Policy with Code of Conduct documents and include conflict of interest and rules for online meeting attendance. The new document was unanimously adopted.

Page 18 was circulated for signatures in acknowledgement.

Discussion about future updates to Policies and Procedures: non-DBA members joining the Board, minimum and maximum Board Members, creating an Executive Committee, Sub Committee terms of reference, and how documents are stored in office and electronically.

Patty emphasized the importance of protecting the organization and staff.

Patty Hayes left the meeting at 7:15pm.

Approval of Minutes

“Motion to approve the minutes from February 12, 2025 DBA Board of Directors meeting.

Moved by: Josh Morden

Seconded by: Don Corbett

Carried

Correspondence

- Great Lakes Waterfront Trail held a workshop at Boston Pizza as they prepare to expand the trail through (downtown) Parry Sound.
- Reminder the Town of Parry Sound is hosting a Waterfront Master Plan open house on March 19, 2025 at the Stockey Centre where a draft of the plan will be presented.
- Jayme Young, Community Recreation Coordinator wrote a thank you email for the DBA's support and partnership in their annual Snowfest event.
- The Township of McKellar passed a resolution not in favour of supporting Maple Syrup Festival citing plans to support their Ribfest instead.
- The Town of Parry Sound regrettably was too late to participate in the booklet this year but will participate in other ways.
- Deanna Jackson with the Parry Sound Shriners informs of a Spring 2028 Shriners Ceremonial event coming to Parry Sound to celebrate on our local Shriners taking a position in their national organization. They would like to have a parade downtown and have businesses with have "welcome Shriners" signs in their windows.

Old Business

- Follow up to potential advertising signage opportunities on the waterfront: The Board is not in favor of additional signage that will not comply with the current sign by law and feels that this would impede the natural beauty of the waterfront. It was suggested the Beautification Committee add their comments and Meredith will draft a letter as requested by Mr. Thompson.

New Business

- One sidewalk patio application was received: Oakcrest emailed on March 6, 2025.

"Motion to approve Oakcrest's patio application contingent on The Town of Parry Sound confirmation for #2 of the Sidewalk Patio applications required documents: up to date insurance certificate and contingent on The Town of Parry Sound confirmation for #3 of the Sidewalk Patio applications required documents: Outdoor sidewalk patio design plan."

Moved by: Kaila Stevenson

Seconded by: Don Corbett

Carried

Reports

- Financial: Angel emailed with clarifying questions about staff pay increase. Email reply sent and on file.
- Beautification: Decision will be made for banner printer; graphic designer will create designs to ensure accurate set up; appointment at Little Gardens to choose flowers for inground gardens. Community Support Services & Canadore College partnership to build proposed projects.
- Events: Maple Syrup Festival details nearly complete with pancake breakfast, live street entertainment, talent show, butter tart contest, horse drawn wagon rides and many community partners. Booklets will be ready for delivery at the Cottage Life Show in Toronto. Evening show will be at Stockey Centre this year.
- Staff: April along with Brenda Ryan, Krista Holmes and possibly Melissa McKeown will be making a deputation to Council on March 18 to present Beautification Plan, Events and Marketing updates.

“Motion to Adjourn”

Moved by: Josh Morden

Seconded by: Bernice Anderson

at 8:03pm

Next meeting: April 9, 2025 – 6:30pm – Parry Sound Public Library.