



DOWNTOWN ORILLIA MANAGEMENT BOARD MINUTES

**Minutes of the electronic meeting of the Downtown Orillia Management Board,
September 21, 2021 at 6:00 p.m.**

Present: Michael Knight, Chair
Michael Fredson, Vice Chair
Al Wallace, Treasurer
Ron Spencer
Darcy MacDonell
Ruth Howorth
Carmine DeSanto

Absent: Councillor Rob Kloostra
Jeff Gilbert

**Also
Present:** Lisa Thomson-Roop, Manager
Samantha Yandt, Events & Marketing Coordinator

Open Session

Chair – Michael Knight

Call to Order

The meeting was called to order at 6:00 p.m.

Approval of Agenda

Moved by Spencer seconded by Howorth:

THAT the agenda for the Downtown Orillia Management Board meeting held on September 21, 2021 be approved as distributed.

Carried.

Disclosure of Interest

1. Michael Knight– re: Reports – Item 1. Financials – Sep 21, 2021

Nature of Interest – Chair is the owner of Co-op Parking, one of the invoices listed to be paid in the report.

M. Knight left the table during discussion and voting on this matter.

Deputations

1. There were no deputations.

Minutes

1. August 17, 2021

Moved by Spencer, seconded by DeSanto:

THAT the minutes of the Downtown Orillia Management Board meeting held on August 17, 2021 be adopted, having been printed and distributed.

Carried.

Closed Session

There were no closed session items for this meeting.

Correspondence - Information Items

1. Office of the Mayor – re Tag Days 2021 – 1st Orillia Scouting Group.

Moved by Fredson, seconded by DeSanto:

THAT the Correspondence - Information Item listed on the agenda for the Downtown Orillia Management Board meeting held on September 21, 2021 be received as information.

Carried.

Correspondence - Action Items

1. Office of the Mayor – re Dedicated Foot Patrols.

Moved by Fredson, seconded by DeSanto:

THAT the Dedicated Foot Patrols correspondence from the Mayor's Office dated August 12, 2021 be received;

AND THAT the Downtown Orillia Management Board request a meeting with the Mayor and Detachment Commander to discuss details of the requested enhancement of the OPP contract for dedicated foot patrol downtown.

Carried.

2. Municipal Parking Lot Maintenance.

- a. DMB Chair Michael Knight – re July 23, 2021 Municipal Parking Lot Maintenance to Mayor Clarke.
- b. Office of the Mayor- re August 27 Municipal Parking Lot Maintenance Response.

Moved by DeSanto, seconded by MacDonell:

THAT the Municipal Parking Lot Maintenance Correspondence from the Chair of the DMB and Office of the Mayor be received;

AND THAT the Downtown Orillia Management Board request the Parking Summer Maintenance Budget be transferred to the DMB to hire a contractor to maintain the Municipal Lots in the summer.

Carried.

3. Workplace COVID-19 Vaccination Policies.

- a. Simcoe Muskoka District Health Unit – re Medical Officer of Health Recommendations for Workplace COVID-19 Vaccination Policies.
- b. City of Orillia Media Release – re Orillia Implements COVID-19 Prevention Policy requiring employees to be vaccinated or regularly tested.

Moved by Fredson, seconded by DeSanto:

THAT the Workplace COVID-19 Vaccination Policies correspondence be received;

AND THAT the Downtown Orillia Management Board direct staff to update the COVID-19 Prevention policies to follow the City of Orillia's Vaccination Policy.

Carried.

4. OMAH Ghost Tours – re Road Closure Request.

Moved by MacDonell, seconded by Spencer:

THAT the OMAH Ghost Tours Road Closure Request be received.

Carried.

Reports

1. DMB Manager – re Financial Report.

Moved by Fredson, seconded by DeSanto:

THAT the Financial Report dated September 21, 2021 for the period of August 17, 2021 to September 21, 2021 be received with the exception of the Co-Op Parking invoice dated August 9, 2021 which shall be dealt with separately;

AND THAT staff be authorized to proceed with payments in the amount of \$9,652.46 from the 2021 DMB Budget.

Carried.

M. Knight left the table by turning camera and microphone off.

Vice Chair Fredson assumed the Chair.

Moved by Spencer, seconded by DeSanto:

THAT the Co-Op Parking invoice for staff parking spaces for 3 months dated August 8, 2021, for the period of August 17, 2021 to September 21, 2021 be received;

AND THAT staff be authorized to proceed with payment in the amount of \$240.00 from the 2021 DMB Budget.

Carried.

M. Knight reassumed the Chair.

2. DMB Event & Marketing Coordinator – re 2021 Event & Marketing Update.

Moved by DeSanto, seconded by Fredson:

THAT the Downtown Orillia Management Board receive the September 2021 Event & Marketing Update;

AND THAT the Downtown Orillia Management Board proceed with offering \$125 in Downtown Dollars for the online Kids' Halloween Costume Contest;

AND THAT the Downtown Orillia Management Board purchase up to six large Christmas light décor pieces from Classic Displays at a cost of up to \$9,200 plus HST and shipping dependent on budget savings from cancelled events and the Christmas décor budgets.

AND THAT staff be directed to develop a light décor sponsorship program aimed at BIA businesses to help offset costs.

Carried.

Al Wallace arrived at 6:41p.m.

3. DMB Manager – re Current DMB Initiatives and Activities Status Report

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Moved by DeSanto, seconded by Fredson:

THAT the DMB Initiatives and Activities Status report be received.

Carried.

4. DMB Manager – re 2021 AGM Update – October Board Meeting.

Moved by DeSanto, seconded by Wallace:

THAT the 2021 AGM Update report be received;

AND THAT the board approve the agenda as presented/with the following changes:

AND THAT the October Board Meeting, originally scheduled for October 19, 2021, the night of the AGM, move to Wednesday October 13, 2021 or Tuesday October 26, 2021 or to the November Meeting.

Carried.

5. DMB Manager – re Downtown Tomorrow CIP Grant 2022.

Moved by DeSanto, seconded by Wallace:

THAT the following four board members provide input on possible changes to the Downtown Tomorrow CIP Grant program at an October workshop organized by the City of Orillia:

1. Michael Fredson
2. Ron Spencer
3. Carmine DeSanto
4. Al Wallace

And Michael Knight as an alternative if someone cannot attend.

Carried.

6. Director, Michael Fredson – re Parking Advisory Committee.

Moved by DeSanto, seconded by Wallace:

THAT the Parking Advisory Committee Report be received;

Carried.

7. Director, Ron Spencer – re Transit Advisory Committee.

Moved by Fredson, seconded by Wallace:

THAT the Transit Advisory Committee Report be received;

Carried.

Adjournment

Moved by DeSanto, seconded by Fredson:

THAT the meeting be adjourned.

Carried.

Meeting adjourned – 7:04 p.m.

Chair.