



MINUTES
OWEN SOUND DOWNTOWN IMPROVEMENT AREA BOARD OF MANAGEMENT
CITY HALL - 808 2ND AVENUE EAST - COUNCIL CHAMBERS
JANUARY 13, 2021 - 5:30 PM

MEMBERS PRESENT: Chair Dave Parsons
Ron Cole (via video)
Jacquie Furtner (via video)
Kathy Hannen (via video)
Councillor Marion Koepke (via video)
Dianne Mattice (via video)
Deputy Mayor Brian O'Leary
Peter Reid (via video)
Lois Taylor (via video)
Winnifred Walcott (via video)

**MEMBERS
ABSENT/REGRETS:** Waleed Aslam

STAFF PRESENT: Pam Coulter, Director of Community Services (via video)
Kate Allan, Director of Corporate Services (via video)
Brent Fisher, Manager of Community Development and Marketing
Jamie Eckenswiller, Deputy Clerk
Jeff Fluney, Police Inspector (via video)

1. CALL TO ORDER

Chair Parsons called the meeting to order at 5:30 p.m.

2. CALL FOR ADDITIONAL BUSINESS

- a. Manager of Community Development and Marketing Re: OSDIA Marketing, Branding, and Action Strategy
- b. Deputy Mayor O'Leary Re: Grants for Small Businesses
- c. Vice Chair Furtner Re: Digital Squad Grant

- d. Chair Parsons Re: Parking Issues

3. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

4. **CONFIRMATION OF MINUTES**

- a. Minutes of the Owen Sound Downtown Improvement Area Board of Management meeting held on December 9, 2020

Moved by Deputy Mayor O'Leary

DIA-210113-001

"THAT the minutes of the Owen Sound Downtown Improvement Area Board of Management meeting held on December 9, 2020 as printed, be adopted."

Carried.

5. **PUBLIC MEETINGS**

- a. 2021 Budget

Chair Parsons declared the Public Meeting open at 5:34 p.m. The Deputy Clerk advised that notice of the Public Meeting was given on December 23, 2020 and no comments have been received.

The Manager of Community Development and Marketing provided an overview of the proposed 2021 budget and Chair Parsons provided an update on current financials.

There were no questions or comments from the public. Chair Parsons closed the Public Meeting at 5:44 p.m.

Moved by Member Hannen

DIA-210113-002

"THAT in consideration of the proposed 2021 budget, the Owen Sound Downtown Improvement Area Board of Management (OSDIA Board):

- 1. Receives the 2021 OSDIA Board budget as presented; and**
- 2. Directs staff to send a memo to City Council requesting that the 2021 OSDIA Budget be approved."**

Carried.

6. **DEPUTATIONS AND PRESENTATIONS**

There were no depositions or presentations.

7. PUBLIC QUESTION PERIOD

There were no questions from the public.

8. CORRESPONDENCE RECEIVED FOR WHICH DIRECTION IS REQUIRED

- a. Correspondence from Ontario Business Improvement Area Association
Re: 2021 Membership Application/Invoice

Moved by Member Furtner

DIA-210113-003

"THAT in consideration of correspondence received December 10, 2020 from the Ontario Business Improvement Area Association (OBIAA) respecting 2021 Membership Application/Invoice, the Owen Sound Downtown Improvement Area Board of Management (OSDIA Board) directs staff to renew the OSDIA Board's membership with the OBIAA for 2021."

Carried.

9. REPORTS OF DIRECTORS AND CITY STAFF

- a. Verbal Report from the Board Treasurer Re: Board Finances

The Board Treasurer provided an overview of Board finances and advised that there have been no account changes.

The Board inquired if there would be an opportunity for better rates of return through the City. The Director of Corporate Services advised that the City's cash balances are currently earning approximately 1.75 percent. Ms. Allan advised that the OSDIA would have an option for slightly higher rates of return with the City, but the fund would need to be committed to a term of five years to see a rate of return above two percent.

Moved by Member Hannen

DIA-210113-004

"THAT in consideration of the verbal report provided January 13, 2021 by the Board Treasurer respecting Board Finances, the Owen Sound Downtown Improvement Area Board of Management receives the verbal report for information purposes."

Carried.

- b. Verbal Report from Owen Sound Police Services Re: Police Update

Inspector Fluney advised Police completed a drug trafficking project on December 22, 2020 targeting fentanyl and methamphetamine dealers in Owen Sound, adding that 10 individuals were arrested and charged with offences for selling these drugs. Inspector Fluney highlighted the

importance of this project, as Owen Sound has had four drug related presumptive overdose deaths since September 2020.

Inspector Fluney advised the Owen Sound Police Services (OSPS) has hired Miranda Lantz as a new Police Officer, with Officer Lantz having started with the force on January 4, 2021.

Lastly, Inspector Fluney advised that Police conducted 96 hours of foot patrol in downtown in the month of December.

Moved by Member Koepke

DIA-210113-005

"THAT in consideration of the verbal report provided January 13, 2021 by Inspector Fluney respecting a Police Update, the Owen Sound Downtown Improvement Area Board of Management receives the verbal report for information purposes."

Carried.

10. MATTERS POSTPONED

There were no matters postponed.

11. MOTIONS FOR WHICH NOTICE WAS PREVIOUSLY GIVEN

There were no motions for which notice was previously given.

12. CORRESPONDENCE PROVIDED FOR INFORMATION

- a. Correspondence from The Co-Operators General Insurance Company
Re: Sandcastle Theatre Inc Commercial Insurance Policy Cancellation
- b. Final Approvals issued for the following Business Licences in the
Downtown Improvement Area:
 - Mochi Bubble Tea located at 237 10th Street East

Moved by Member Hannen

DIA-210113-006

"THAT the Owen Sound Downtown Improvement Area Board of Management receives the following items listed on the January 13, 2021 agenda for information purposes:

- a. **Correspondence from The Co-Operators General Insurance Company Re: Sandcastle Theatre Inc Commercial Insurance Policy Cancellation; and**

b. Final Approvals issued for the following Business Licences in the Downtown Improvement Area."

Carried.

13. DISCUSSION OF ADDITIONAL BUSINESS

a. OSDIA Marketing, Branding, and Action Strategy

The Manager of Community Development and Marketing advised that the City has been working with BC Hughes to complete the Owen Sound Downtown Improvement Area's (OSDIA) Marketing, Branding, and Action Strategy. Since the last report to the OSDIA Board on the Marketing, Branding, and Action Plan, the actions contained within the plan have been distributed to all City departments for review. Mr. Fisher advised that the plan is now with BC Hughes with the intention of having it presented at the March Board meeting.

b. Grants for Small Businesses

Deputy Mayor O'Leary advised that he recently spoke with the Member of Provincial Parliament for Bruce-Grey-Owen Sound, Bill Walker about assistance for businesses. An email has been sent out to businesses advising them that the application portal for the Ontario Small Business Support Grant is set to go live on January 15, 2021. The grant is designed to assist small businesses that were required to close or significantly restrict service under the province-wide shutdown that took effect December 26, 2020.

Deputy Mayor O'Leary indicated that MPP Walker has advised that the province is working on streamlining the application process to eliminate the issues that arose during the first round of the grant application, and to ensure the portal is ready for the January 15 launch date.

c. Digital Squad Grant

Vice Chair Furtner advised that the Digital Squad Grant is set to expire on January 31, 2021 and reminded businesses to apply for this free service.

The Manager of Community Development and Marketing advised that a communication will be sent out reminding business owners of the deadline to apply for the grant to ensure that all those who are interested do not miss the opportunity.

d. Parking Issues

Chair Parsons advised that he recently had a conversation with a local business owner regarding parking in the downtown. Chair Parsons

advised that a complaint has been received regarding parking in the Downtown, specifically, that business owners have been parking on the main street since parking enforcement paused in the Downtown. This has led to parking issues with the lack of available parking spots for customers of businesses that are limited to curbside pickup.

The Director of Community Services advised that the City will look into resuming parking enforcement in the Downtown to mitigate parking issues.

14. NOTICES OF MOTION

There were no notices of motion.

15. ADJOURNMENT

The business contained on the agenda having been completed, Chair Parsons adjourned the meeting at 6:06 p.m.