



DOWNTOWN
PARRY SOUND

MINUTES

Parry Sound Downtown Business Association

October 9th, 2019

Meeting called to order by David Coles at 6:32pm

In Attendance

Board Members: Councilor Roger Burden, Amy Black, Tanis Mack, Sue Sullivan, Seanon Megyesi, Bernice Anderson, Thomas Clark, David Coles

Staff: Susan Hrycyna

Regrets: Karen Hobson

Approval of Agenda

“Motion to approve the agenda of the October 9th, 2019 DBA Board of Directors Meeting with the following addition:

- Downtown Dollars Christmas Promotion”

Moved by: Sue Sullivan

Seconded by: Amy Black

Carried

Approval of Minutes

“Motion to approve the minutes from the September 11th, 2019 DBA Board of Directors meeting”

Moved by: Seanon Megyesi

Seconded by: Tanis Mack

Carried

Closed Session

“Motion to move to a closed session to discuss personal matters about an identifiable individual, including employees”

Moved by: Seanon Megyesi

Seconded by: Tanis Mack

Carried

“Motion to return to open meeting”

Moved by: Tanis Mack

Seconded by: Amy Black

Carried

Correspondence

None

Previous Business

None

New Business

a) Memorandum of Understanding

- The current MOU was discussed, and some changes were made
- Susan will find out if the DBA can “top up” the hourly wage for a Public Works summer student in order to entice someone who would want to work downtown. If the town is not able to hire a student dedicated to the downtown could they contract out the work
- Susan to find out who is responsible for putting out the chairs at the end of the town dock
- Susan will ask Jessie why the lights in the gazebo at the end of the dock are different colours
- Susan will send the MOU with the changes to April and Peter for further discussion

b) Code of Conduct

- Discussion was covered during the closed session

c) Ice Rink

- Seanon has talked to some councilors about turning on the lights and water having an ice rink built in the town parking lot in front of the band shell.
- Boston Pizza would take over the retail space across from the washrooms and sell hot chocolate and rent skates. The funds raised will help maintain the rink.
- The rink would be made between the two light standards. The lot would need to be plowed. No hockey would be allowed.

Resolution 19-25

“Motion that the DBA supports a skating rink being built in the town parking lot in front of the band shell at the waterfront”

Moved by: Thomas Clark

Seconded by: Amy Black

Carried

d) Downtown Dollar’s Christmas Promotion

- The DBA will continue with this initiative. This year 400 \$25 downtown dollars will be available for sale with a limit of \$150 per person. Each \$25 bill will be sold for \$20.
- Parry Sound Bikes will sell them. Susan will also ask White Squall if they are interested in selling them.
- They will be on sale from December 1-24.
- A new bill will be designed

e) New Board Members

- As per the DBA Election Policy, Susan sent three emails to Chris Pettinger inviting him to join the board with no response. She then sent an email to Charlotte at Parry Sound Books asking if Chris was interested in joining representing her business. She replied that Chris was not interested.
- Susan contacted Cathy Downing asking if she was interested in joining the board and she said no.
- Susan will put something in the next newsletter to see if any members are interested in joining.

Reports

a) Administrator- Susan Hrycyna. A detailed report is on file.

b) Events – Amy Black. A detailed report is on file.

- Gel has developed a Post Event checklist that the committee is reviewing
- PSGW received a grant from NOHFC in the amount of \$6,033
- Friday night will include ax throwing by the Ax Men from Orillia
- We will be putting out an RFP for the food for the Welcome Party
- Vanessa Morden designed a logo for the event

Resolution 19-26

“Motion to accept the logo, as designed by Vanessa Morden, for Parry Sound Girlfriends’ Weekend”

Moved by: Amy Black

Seconded by: Bernice Anderson

Carried

Resolution 19-27

“Motion to give Vanessa Morden \$100 downtown dollars as a thank you for designing the logo for Parry Sound Girlfriends’ Weekend”

Moved by: Amy Black

Seconded by: Tanis Mack

Carried

c) Beautification – Bernice Anderson. A detailed report on file

- The Beautification Committee looked at buying lit wreathes to attach to the light poles. At \$1,200 per wreath it was decided they were too expensive
- The committee would like to purchase 54” lit Bristle Pine Sprays at \$299 each with a structured red bow at \$60 each from Dekra-Lite. The sprays are out of stock so the committee would like to purchase them in the spring when they are usually offered at an off-season discount.
- The committee would like to purchase red bows now and add natural greenery.
- Seanon has staff who might be willing to help make the sprays and install them.
- Amy and Tanis are willing to help with a work party to assemble the sprays.

d) Marketing – Seanon Megyesi. A detailed report on file.

- A site map has been presented to the committee and put on an interactive website. Seanon will ask the committee for feedback.

e) Financials

“Motion to accept the Financial Reports as presented”

Moved by: Thomas Clark Seconded by: Seanon Megyesi Carried

- Susan gave out an updated budget vs actual spreadsheet for 2019
- Susan will let the committees know they should send budget requests to Susan in preparation for the December board meeting
- Thomas suggested the board think of a large capital project that will be completed at the end of the current board’s term

f) Council Report – Roger Burden

- The Sign Bylaw amendment for blade signs was passed by Council

Next Meeting

The next meeting will take place on November 13th, 2019 at 6:30pm.

Susan Hrycyna left the meeting.

“Motion to return to a closed session to discuss personal matters about an identifiable individual, including employees”

Moved by: Amy Black Seconded by: Seanon Megyesi Carried

Minutes of the meeting were recorded by Susan Hrycyna, Executive Administrator