RiverDistrict

Minutes

River District Board of Management

September 9, 2026, 5:30 p.m.
City Hall - 808 2nd Avenue East - Council Chambers

MEMBERS PRESENT: Chair Dave Parsons
Vice Chair Richard Thomas
Member Maegan Cookson
Member Tim Dwyer (via video)
Member Kathy Hannen
Member Olivia Legate
Member Adrienne Robinson
Member Jen Smith

MEMBERS ABSENT: Councillor Travis Dodd

STAFF PRESENT: Kate Allan, Director of Corporate Services
Pam Coulter, Director of Community Services
Viveca Gravel, River District Coordinator
Constable James Giles, Owen Sound Police Service
Staci Landry, Deputy Clerk

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1. CALL TO ORDER

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

2. CALL FOR ADDITIONAL BUSINESS

There was no additional business.

3. DECLARATIONS OF INTEREST

There were no declarations of interest.

4. CONFIRMATION OF MINUTES

4.a Minutes of the River District Board of Management meeting held on July 8, 2026

RD-260909-001
Moved by Member Smith

"THAT the minutes of the River District Board of Management meeting held on July 8, 2026 be approved as printed."

Carried.

5. DEPUTATIONS AND PRESENTATIONS

There were no deputations or presentations.

6. PUBLIC FORUM

There were no questions or comments from the public.

7. CORRESPONDENCE RECEIVED FOR WHICH DIRECTION IS REQUIRED

There were no correspondence items presented for consideration.

8. REPORTS

8.a Verbal Report from the Owen Sound Police Service Re: Police Update

Constable Giles reported that the Owen Sound Police Service (OSPS) completed 87 hours of foot patrol and 29 hours of bike patrol in the River District in July and 98 hours of foot patrol and 32 hours of bike patrol in August.

RD-260909-002
Moved by Member Legate

"THAT in consideration of the Verbal Report provided September 9, 2026, from Constable Giles respecting a Police Update, the River District Board of Management receives the Verbal Report for information purposes."

Carried.

Constable Giles left the meeting.

8.b Report CR-26-083 from the Director of Corporate Services Re: 2025 Year End and 2026 Financial Update

The Director of Corporate Services provided an overview of the report.

RD-260909-003
Moved by Vice Chair Thomas

"THAT in consideration of Staff Report CR-26-083 respecting the 2025 Year End and 2026 Financial Update, the River District Board of Management:

1. **Approves the 2025 River District operating surplus and related reserve transfers as outlined in the report;**

2. **Directs staff to transfer $23,721.20 to the Board Treasurer to be deposited into the River District bank account; and**

3. **Directs staff to transfer the surplus from 2026 to reserves once confirmed as part of the 2026 year end."**

Carried.

The Director of Corporate Services left the meeting.

8.c Report CS-26-082 from the River District Coordinator Re: River District Planting Bed Logo Proposal - 9th Avenue East and 10th Street East

The River District Coordinator provided an overview of the report.

In response to questions from the Board, the River District Coordinator advised that the final design would incorporate white river rock throughout the entire centre area within the "R" and would provide as much colour contrast as possible.

RD-260909-004
Moved by Vice Chair Thomas

"THAT in consideration of Staff Report CS-26-082 respecting the River District Planting Bed Logo Proposal, the River District Board of Management (RDBM) postpones Staff Report CS-26-082 to the RDBM meeting on November 18, 2026 pending receipt of a refined design for the planting bed logo."

Carried.

8.d Report CS-26-089 from the River District Coordinator Re: River District Action Plan and Revitalization Project Updates

The River District Coordinator provided an overview of the report.

RD-260909-005
Moved by Vice Chair Thomas

"THAT in consideration of Staff Report CS-26-089 respecting updates on the River District Action Plan and Revitalization Project, the River District Board of Management receives the report for information purposes."

Carried.

8.e Verbal Report from Member Legate Re: Events and Activations Team Update

Member Legate advised that the Events and Activations Team does not have any significant updates regarding upcoming events at this time. Due to time constraints, the volunteer committee decided not to proceed with two planned

events. The team has also paused some activities for the fall and recommended moving certain events to 2027.

Member Legate noted that the Events and Activations Team was initially intended to be a one-year initiative, which would bring it to an end in early 2027. If the Board wishes to continue the project beyond that timeframe, further discussion will be required.

Member Legate advised that an event is currently being developed as a follow-up to Lupercalia, with several musical organizations throughout the River District collaborating on the initiative. The event will operate under a new name, with multiple organizations contributing to its delivery. The Events and Activations Team has agreed to provide some funding toward the event, which is anticipated to attract approximately 200 patrons to the River District across a minimum of six venues. The goal is to create a winter experience within the River District.

Member Legate advised that this event will be discussed at the next Events and Activations Team meeting, including opportunities to assist with advertising and promotion.

RD-260909-006
Moved by Member Robinson

"THAT in consideration of the Verbal Report provided September 9, 2026, from Member Legate respecting the Events and Activations Team Update, the River District Board of Management receives the Verbal Report for information purposes."

Carried.

8.f Verbal Report from the Board Treasurer Re: Board Finances

The Board Treasurer advised that the total balance across all accounts is $173,033 and that $668 in interest has been earned over the past three months.

RD-260909-007
Moved by Member Hannen

"THAT in consideration of the Verbal Report provided September 9, 2026, from the Board Treasurer respecting Board Finances, the River District Board of Management receives the Verbal Report for information purposes."

Carried.

9. MATTERS POSTPONED

There were no matters postponed.

10. MOTIONS FOR WHICH NOTICE WAS PREVIOUSLY GIVEN

There were no motions for which notice was previously given.

11. CORRESPONDENCE PROVIDED FOR INFORMATION

11.a River District Board of Management Election Nomination Period Open

The Deputy Clerk advised that the nomination period for the 2026 River District Board of Management Election is open until Friday, September 25, 2026 at 2:00 p.m. Interested candidates are requested to make an appointment with the Election Manager to submit their nomination package. All required forms are on the River District website at owensoundriverdistrict.ca or a candidate package can be picked up at the front counter at City Hall.

11.b Final approvals issued for the following Business Licences:

- Toppers Pizza, a take-out restaurant located at 1057 2nd Avenue East
- Prince Yahya Transit Solution Inc, a taxi company located at 127 8th Street East
- The Look Salon & Boutique, a hair salon located at 747 2nd Avenue East
- Adil's Tailor Shop, a tailoring business located at 1035 3rd Avenue East
- First Health Counselling, a counselling service located at 890 4th Avenue East
- The Admiral's Barbershop, a hair salon has relocated to 975 2nd Avenue East
- JM Shoebox Bookkeeping has relocated to a home-based business at 253 11th Street East

RD-260909-008
Moved by Member Hannen

"THAT in consideration of correspondence provided for information purposes listed on the September 9, 2026 River District Board of Management (RDBM) agenda, the RDBM receives Items 11.a and 11.b for information purposes."

Carried.

12. DISCUSSION OF ADDITIONAL BUSINESS

There was no additional business.

13. NOTICES OF MOTION

There were no notices of motion.

14. ADJOURNMENT

The business contained on the agenda having been completed, Chair Parsons adjourned the meeting at 5:58 p.m.