



Minutes

River District Board of Management

July 8, 2026, 5:30 p.m.

City Hall - 808 2nd Avenue East - Council Chambers

MEMBERS PRESENT: Chair Dave Parsons
Member Maegan Cookson
Councillor Travis Dodd (via video)
Member Tim Dwyer
Member Adrienne Robinson
Member Jen Smith

MEMBERS ABSENT: Vice Chair Richard Thomas
Member Kathy Hannen
Member Olivia Legate

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

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 May 13, 2026

RD-260708-001

Moved by Member Dwyer

"THAT the minutes of the River District Board of Management meeting held on May 13, 2026 be approved as printed."

Carried.

5. DEPUTATIONS AND PRESENTATIONS

- 5.a Presentation from the River District Election Manager Re: River District Board of Management Election 2026

The River District Election Manager provided a PowerPoint presentation outlining the process for the 2026 River District Board of Management election, which will be held on November 9, 2026.

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 James Giles reported that the Owen Sound Police Service (OSPS) completed 138 hours of foot patrol in the River District in May and 121 hours of foot patrol and 30 hours of bike patrol in June.

RD-260708-002

Moved by Member Dwyer

"THAT in consideration of the Verbal Report provided July 8, 2026, from Constable Giles respecting a Police Update, the River District Board of Management receives the Verbal Report for information purposes."

Carried.

- 8.b Verbal Report from the River District Coordinator Re: Ambassador Program Update

The River District Coordinator advised that the Locals Love It Here Tourism Ambassador Program will be launching soon. The program will invite businesses

that are passionate about the community to participate as Tourism Ambassadors by welcoming visitors into their establishments and sharing information about the attractions, amenities, and experiences available throughout the River District and the City. The River District Coordinator noted that participating businesses will serve as knowledgeable points of contact for visitors seeking local information, while also benefiting from increased foot traffic and enhanced visibility.

RD-260708-003

Moved by Member Cookson

"THAT in consideration of the Verbal Report provided July 8, 2026, from the River District Coordinator respecting an Ambassador Program Update, the River District Board of Management receives the Verbal Report for information purposes."

Carried.

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

Member Dwyer reported that the Events and Activations Team continues to make progress on several placemaking initiatives, including the approved mobile food truck at the Farmers' Market, which is now moving through agreement and insurance requirements. Planning is underway for the Dining on the Boardwalk event, tentatively scheduled for late summer, as well as the Art Cures Banner Project, fall art installation, downtown photo opportunity project, and recently installed window directional signage. The Team has also developed a business postcard campaign and a weekly social media events calendar to promote River District events.

In response to a question from the Board, Member Dwyer advised that the Dining on the Boardwalk event will feature a pre-sold, fixed-menu dining experience showcasing courses from multiple River District vendors, with tickets expected to be sold through Eventbrite.

RD-260708-004

Moved by Member Robinson

"THAT in consideration of the Verbal Report provided July 8, 2026, from Member Dwyer respecting the Events and Activations Team Update, the River District Board of Management receives the Verbal Report for information purposes."

Carried.

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

Chair Parsons advised that the total balance of all accounts is \$172,614.89. There is \$6,804.35 in the gift certificate account, \$8,574.52 in the operating account, and \$157,236.02 in the trust savings account.

RD-260708-005

Moved by Member Smith

"THAT in consideration of the Verbal Report provided July 8, 2026, from Chair Parsons respecting Board Finances, the River District Board of Management receives the Verbal Report for information purposes."

Carried.

8.e Report CS-26-061 from the Director of Community Services and River District Coordinator Re: River District Action Plan Update - Board Update and Input

The Director of Community Services and the River District Coordinator provided an overview of the report through a PowerPoint presentation.

Councillor Dodd left the meeting.

Board members left their seats to provide input on the current actions and potential new actions to achieve the strategic objectives under each of the four pillars of the River District Action Plan.

The Director advised that a public engagement session for River District businesses and members will be held on July 29, 2026, at 5:30 p.m. at Parkwood Restaurant, with invitations to be distributed shortly.

In response to questions from the Board, the Director advised that feedback received through the engagement process can be made public, where appropriate, in collaboration with the City's Communications Team. The Director also noted that staff considered undertaking a complete redevelopment of the River District Action Plan but determined that the existing framework remains effective. The current update will build on the existing four pillars and focus on refining the strategic objectives and associated actions for Board consideration.

RD-260708-006

Moved by Member Robinson

"THAT in consideration of Staff Report CS-26-061 respecting an update to the River District Action Plan, the River District Board of Management receives the 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 Report CM-26-021 from the City Manager Re: Fostering a Vibrant River District - Report III

The River District Coordinator provided an overview of the report.

11.b Correspondence from the Clerk, County of Prince Edward Re: Vacant Commercial Storefront Tax

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

- Maggas Sleep Toronto-Owen Sound, a CPAP therapy provider located at 945 3rd Avenue East
- Expedia Cruises Owen Sound, a travel agency located at 843 2nd Avenue East
- Platinum Taxi, a taxi company located at 945 3rd Avenue East, Unit 25
- Papa John's Pizza, a take-out restaurant located at 1023 2nd Avenue East
- Tree House Children's Clothing, a children's clothing store has relocated to 834 2nd Avenue East
- Annual Hawker and Peddler Licence issued to The Owen Sound & District Vendors Association for Owen Sound Farmers' Market fundraising events at 88 8th Street East

RD-260708-007

Moved by Member Smith

"THAT in consideration of correspondence provided for information purposes listed on the July 8, 2026 River District Board of Management (RDBM) agenda, the RDBM receives items 11.a to 11.c 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 6:38 p.m.