



BOARD of MANAGEMENT of the Cobourg DBIA

REGULAR BOARD MEETING AGENDA

Tuesday, December 5th, 2017 at 8:30 a.m
Conference Room, Victoria Hall

1. **CALL TO ORDER**

Chairperson

2. **APPROVAL / ADDITIONS TO THE AGENDA**

Chairperson

3. **DECLARATIONS OF INTEREST BY MEMBERS**

Chairperson

4. **ADOPTION OF MINUTES**

Chairperson – [November 7th, 2017](#)

Chairperson – Special Meeting – [November 14th, 2017](#)

5. **BUSINESS ARISING FROM PREVIOUS MINUTES**

5.1 Deputy Mayor John Henderson has asked the MOU for Banner Policy to be updated. This Banner Policy is to be updated closer to March if not before.

5.2 Deputy Mayor John Henderson to get clarification on Terms of Reference for Deputy Chief Paul VandeGraaf. Deputy Chief VandeGraaf is a liaison from Police Services to work with the DBIA.

5.3 Deputy Mayor John Henderson recommends adding Pedestrian Sunday's to a list of discussion points at MOU meeting.

5.4 Suzanne to speak with Warren McCarthy regarding funding for projects such as the School Art Windows. DBIA will also be looking into Sponsorship regarding School Art Windows

5.5 Deputy Mayor John Henderson to get the Code of Conduct from Council to be used for the DBIA Board of Management. Adhoc meeting to consist of Adam Bureau, Julie Dreyer, and Deputy Mayor John Henderson.

5.6 Deputy Mayor John Henderson to speak with Melissa Henke from the Town of Cobourg Human Resources regarding Employment Standards Act.

5.7 Deputy Mayor John Henderson to investigate the Falconhurst work team agreement for additional one year contract

6. PRESENTATIONS / DELEGATIONS

Chairperson

7. CORRESPONDANCE / COMMUNICATION

Chairperson - [Tree Birdhouses](#)

8. REPORTS

8.1 Chair Report – Adam Bureau

8.1.1 Welcome Membership Chair – *David Oberholtzer*

8.1.2 Council Approvals – [Parking Grace](#);

8.1.3 Downtown Coalition Update

8.1.4 AGM Reports – Scheduled for December 8th, 2017

8.1.5 Downtown Safety Campaign

8.1.6 Closed Camera Session

8.2 Vice-Chair/Governance Report – Julie Dreyer

8.3 [Treasurer Report](#) – Lou Trozzolo

8.4 Marketing Report – Theresa Rickerby

8.5 Special Events Report – Rino Ferreri

8.6 Beautification/Maintenance Report – Muhammad Kundan

8.7 Membership Report – Dave Oberholtzer

8.8 [Coordinator Report](#) – Paige Montgomery

8.9 Council Reports

8.9.1 Councilor Suzanne Séguin

8.9.2 Deputy Mayor John Henderson

9. GOVERNS

9.1 Code of Conduct

10. NEW BUSINESS

11. ADJOURNMENT

Next meeting scheduled will be the DBIA Board of Management Annual General Meeting for December 8th, 2017 at 7:00pm.

List of Attachments

#	Attachment Description	ACTION
1	Minutes – November 7th, 2017	
2	Special Meeting Minutes – November 14th, 2017	
3	Tree Birdhouses	
4	Parking Grace - Adam Bureau	
5	Treasurer Report - Lou Trozzolo	
6	Coordinator Report - Paige Montgomery	