



**BOARD of MANAGEMENT of the Cobourg DBIA**

**REGULAR BOARD MEETING  
AGENDA**

Tuesday, July 4<sup>th</sup>, 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

June 6<sup>th</sup>, 2017 – Attachment #1

5. BUSINESS ARISING FROM THE MINUTES

- Pride Awareness Day –Adam Bureau
  - To clarify with council date of Pride Awareness Day
  - To write a letter to Northumberland Pride Committee stating outcome of the discussion at June 6<sup>th</sup> meeting
  - To send a letter to council in support of Pride Awareness Day for this year and to request that the DBIA be proactively involved next year
- Letter to Randy Crossen regarding policy for working with local businesses – Adam Bureau
- Letter to Andrew Stewart regarding street closure for Girls' Night Out – Adam Bureau
- Letter to Andrew Hall regarding Coal Train Music and Blues brand – Adam Bureau
- Contact the Town to ensure ArtWalk does not conflict with James Cockburn Day – Suzanne Séguin
- Event Committee to discuss the ArtWalk with Board Treasurer and Marketing Committee Chair – Rino Ferreri

6. PRESENTATIONS / DELEGATIONS

Chairperson

7. CORRESPONDANCE / COMMUNICATION

- Email from Carol McCann regarding Busker Festival Pedestrian Count – Adam Bureau - Attachment #2
- Response from OBIAA regarding training
- Facebook post

8. REPORTS

8.1 Chair Report – Adam Bureau

- Request to investigate the installation of a pedestrian crosswalk
- Market Building Lease Agreement
- DBIA Market Building move in date
- Comments on Busker Festival
- Update on DBIA bookkeeper
- Downtown Vitalization Marketing Plan – Attachment #3
- Committee Report Submission Reminder

8.2 Vice-Chair/Governance Report – Julie Dreyer – No Report

- Victoria Square Phase IV and Public Art Meeting Update

8.3 Treasurer Report – Lou Trozzolo – No Report

8.4 Marketing Report – Theresa Rickerby

- Downtown Marketing Partnership Meeting Update

8.5 Special Events Report – Rino Ferreri – No Report

8.6 Beautification/Maintenance Report – Muhammad Kundan – No Report

8.7 Membership Report – Claude Harndenne – No Report

8.8 Coordinator Report – Paige Montgomery – Attachment #4

8.9 Council Reports

8.9.1 Councilor Suzanne Seguin – No Report

8.9.2 Council Reports – Deputy Mayor John Henderson – No Report

9. NEW BUSINESS

10. ADJOURNMENT

Next meeting is scheduled for August 1<sup>st</sup>, 2017

List of Attachments

#	Attachment Description	ACTION
1	Meeting Minutes for June 6 <sup>th</sup> , 2017	
2	Busker Festival Pedestrian Count	
3	Marketing Plan	
4	Coordinator's Report	