



MINUTES OF FEBRUARY BOARD MEETING
DOWNTOWN BOARD OF MANAGEMENT
The Mill Restaurant,
February 26, 2015

Board Members in Attendance:

Wendy Onstein, Teanne Larocque, Dave Fox, Anne Barabash,
Paul Klepaczko, Keeley Moure, Perry Wenham & Megan Plooy

Staff in Attendance: Brenda Clarke and Mary Morris

Regrets: Wendy Onstein, Leigh Bursey, and Dan Sparring

ITEM	DISCUSSION	ACTION
1.0 CALLED TO ORDER:	Meeting called to order by Perry Wenham at 6:06pm.	
2.0 CHAIR REMARKS: Perry Wenham	Perry explained that Wendy was off sick, so he would be chairing the meeting. He welcomed Megan Plooy the new Executive Director to the meeting. He went on to say that he wished everyone good health, and hope that spring would soon be here.	
3.0 EXECUTIVE DIRECTOR REMARKS: Brenda Clarke	Brenda started by welcoming the new ED to the meeting. It was also noted that this will be Brenda's last Board meeting. At the March meeting Sandi MacDonald will be giving Robert's Rules of Order training to the Board members.	
4.0 DISCLOSURE OF INTEREST:	There were no disclosures at this time.	
5.0 ADOPTION OF JANUARY'S MINUTES	Teanne made the motion to accept January's Board minutes.	CARRIED

6.0 CORRESPONDENCE AND ATTACHMENTS:

- 6.1 Board Meeting/Committee Dates 2015
- 6.2 Financials 2014 - Unaudited

7.0 COMMITTEE REPORTS:

7.1 Board Meeting/Committee Dates 2015:

All the Board members got a handout of the Board & Committee dates. It was noted that the members will also get an email copy. It will indicate who is on each committee. It was explained to the new members how the committees work.

7.2 Financials 2014 - Unaudited:

Keeley went through the 2014 budget item by item and explained why there were differences from the actuals to the Budgeted amounts.

Items discussed were: Promotions and Events, Office Budget, the Reserve, and Tax Reassessment. Final Audited numbers will be completed in July 2015.

Ann Barabash made a motion to except the 2014 budget. CARRIED

8.0 NEW BUSINESS:

8.1 Authorization for Megan Plooy – Purchase Orders:

Perry Wenham made a motion to give Megan Plooy authorization to sign purchase orders. CARRIED

8.2 Authorization for Megan Plooy – Master Card \$5,000 Limit

Teanne made the motion to ask the City of Brockville to approve for Megan Plooy to have Master Card with a \$5000.

CARRIED

8.3 Downtown Security Cameras:

A discussion about the feasibility of using security cameras was entered into by the Board members. This has been brought forward at the August 2014 Board Meeting. There has been a petition signed by a number of DBIA members wishing to have the DBIA move forward with going to Council to request Security Cameras in Downtown Brockville.

Keeley made the motion that Megan and Perry do research into the feasibility of having cameras in downtown Brockville, and ask for assistance from the Brockville Police Services and the Brockville Chamber of Commerce.

CARRIED

8.4 Letter Supporting the 2017 Opening of the Railway Tunnel:

It was explained that Dave LeSueur has requested that a letter of support be written by the DBIA for the 2017 opening of the Railway Tunnel to be made a priority by the City.

Teanne made the motion that a letter be drafted to the city to make the opening of the Railway Tunnel a priority. CARRIED

8.5 Zoning Amendment for 22 Perth St.

It was explained where 22 Perth St. is located, and the reasons they want to change the zoning from commercial/residential to strictly residential.

Ann Barabash made the motion that a letter be written to be in favor of the zoning change. CARRIED

8.6 Email from Gord White – Snow Removal:

An outline from Conal Cosgrove was explained regarding Winter Maintenance in the City after Perry read the request from Gord White to assist in having the City amend the priority zones to include Perth St. Included in the discussion was the fact that if the City made the requests from Mr. White they may cause additional tax dollars or other areas not being maintained.

Keeley made a motion to send Gord White an email with the City Operations manager's comments attached to explain the City's snow removal policy and that the Board would not be supporting his request.

CARRIED

8.7 Partnership to Employment Program: Councilor Leigh Bursey

This item was not discussed as Leigh was not in attendance.

Adjournment:

Keeley made the motion to adjourn the meeting at 6:40pm. CARRIED

Next meeting will be held at The Mill restaurant at 5:30 pm on Wednesday March 25th.