

 Downtown Cobourg	<b>BOARD of MANGEMENT of the Cobourg DBIA</b> <b><i>MEMORANDUM</i></b>
	BOARD of MANGEMENT of the Cobourg DBIA
TO:	Mayor and Council
FROM:	Melissa Graham, Recording Secretary
DATE:	October 07, 2025
SUBJECT:	<b>Film Permit Fee</b>

**Subject agenda: Film Permit Fee**

The following motion DBIA - 124 – 2025 was adopted by the DBIA Board of Management at a meeting on September 11<sup>th</sup>, 2025.

**Moved by:** Jennifer Bogart, **Seconded by:** Michelle Rochon

THAT the DBIA Board of Management receive the Film Permit Fee verbal recommendation for information purposes, and

FURTHER THAT the DBIA Board of Management move forward with the introduction of a standardized flat-rate fee structure as proposed;

- \$1,000 for productions requiring full or partial street closures per day
- \$500 for productions using sidewalks, public spaces, or egress routes without street closure per day for any filming activity that takes place within the DBIA boundaries as defined in Bylaw - 066 - 2012, and,

FURTHER THAT the fees be introduced effective immediately with the preparation of the Film Permit Policy to be presented at the next regular scheduled Board of Management meeting for approval. The DBIA Staff will also formally notify the Town of Cobourg Staff of this implementation.

NOW BE IT RESOLVED THAT the DBIA Board of Management introduce a film permit fee as another revenue stream.

**CARRIED**