

# DTBIA Annual General Meeting

Wednesday, October 29, 2025 – 12 NOON

## MINUTES

164 Broadway, Unit 10, Tillsonburg, ON + VIA Zoom

HYBRID MEETING WITH ZOOM LINK:

<https://us02web.zoom.us/j/4147170612?omn=81130672359>

1. **CALL TO ORDER:** Time: 12:00 p.m.

**QUORUM:** Yes – 6 of 9

A. Biggar, B. Parsons, M. Tedesco, B. Thompson, E. Odorjan, H. Vallee

**Staff present:**

M. Renaud, V. Fortner, N. Dube

**BIA members present:**

S. Renken, S. Winter, M. Chaisson, K. Miggins, L. Cameron, R. Salinas, K. Miggins, K. Sage, M. Rosehart, M. Christiaens.

**Auditor present:** W. Deane – Millards

**Town Staff present:** C. Panschow (late)

2. **ADOPTION OF THE AGENDA:**

**MOTION**

Moved by: B. Parsons

Seconded by: H. Vallee

THAT the agenda, as prepared for the DTBIA Annual General Meeting of October 29<sup>th</sup>, 2025; hereby be adopted.

CARRIED

**3. DISCLOSURE OF PECUNIARY INTEREST**

NONE DECLARED

**4. ADOPTION OF THE MINUTES FROM THE AGM OF DECEMBER 4<sup>TH</sup>, 2024****MOTION**

Moved by: M. Tedesco

Seconded by: B. Thompson

THAT the minutes, as prepared for the DTBIA Annual General Meeting of December 4th, 2024; hereby be adopted.

CARRIED

**5. CHAIR'S ADDRESS TO THE MEMBERSHIP – CHAIR ALLISON BIGGAR**

There were no questions or comments from the membership or board members present.

**6. STAFF REPORT – 2026 BUDGET + BUSINESS PLANS**

The Board of Management reviewed, amended and approved the 2026 budget + business plans at the Special Board meeting of October 9th, 2025.

The Executive Director will review the highlights, areas of focus and initiatives for 2026. The Executive Director also reviewed the changes to the Municipal Act as of May 1<sup>st</sup>, 2025; whereas the process and timelines associated with the budget had been changed. The “strong mayor” powers result in a different approval process.

There were no questions or comments from the membership or board members.

**MOTION**

Moved by: B. Parsons

Seconded by: H. Vallee

THAT the 2026 budget and business plan documents be received as information.

CARRIED

## **7. 2024 AUDITED FINANCIAL STATEMENTS**

Chair Biggar to invite Whitney Deane, CPA of Millards Chartered Professional Accountants to review the 2024 audited financial statements.

### **MOTION**

Moved by: E. Odorjan

Seconded by: B. Thompson

THAT the 2024 audited financial statements hereby be received as information and hereby be adopted.

CARRIED

There were no questions or comments by the membership or board members.

## **8. APPOINTMENT OF AUDITOR**

### **MOTION**

Moved by: E. Odorjan

Seconded by: H. Vallee

THAT Millards Chartered Professional Accountants be appointed as the auditor of record for the DTBIA for the 2026 fiscal year pursuant to the Municipal Act.

CARRIED

## **9. NEW BUSINESS**

There were no items brought to the floor by either the membership or board members present.

## **10. NEXT ANNUAL GENERAL MEETING**

The 2026 AGM will be held on Wednesday, October 28<sup>th</sup>, 2026, at the Tillsonburg Legion, Main Hall, upstairs. Time TBD.

There were no questions or comments.

**11. CONFIRMATION OF PROCEEDINGS****MOTION**

Moved by: B. Parsons

Seconded by: H. Vallee

THAT resolution 2025-010-0 to Confirm the Proceedings of the Annual General Meeting held on 29 October 2025, be read for a first, second, third and final reading and the Chair and Executive Director, hereby be authorized to sign the same, and place the corporate seal thereunto.

**12. ADJOURNMENT:** Time of adjournment: 12:23 p.m.**MOTION**

Moved by: M. Tedesco

Seconded by: B. Thompson

THAT the DTBIA 2025 Annual General Meeting be adjourned at 12:23 p.m.

CARRIED