

AGENDA

(Trenton DBIA – Board of Management)



Trenton DBIA – Board of Management

Location: Trenton DBIA Office: 6 Dundas St. W. Trenton, Ontario

Monday, November 10, 2025 In Camera - Scheduled for 5:30pm Public - Scheduled for 6:00pm

Agenda

1. **Closed Session**

Reason: Personnel matters (identifiable individuals, wages, and employment considerations)

2. **Welcome and Call to Order**

3. **Roll Call**

4. **Declarations of conflict of interest**

5. **Approval Of Agenda**

6. **Approval Of Minutes (October 14, 2025)**

7. **Delegations and Petitions**

8. **Public Input**

9. **Business Arising Out Of The Minute**

ACTION: Zack will follow-up with the city to find out if the City covered the cost of the flags for Frankford.

Follow-up:

Follow-up on this action has been moved to the next meeting. Lisa will notify Zack by email.

ACTION: Remco to look into the creation of a contact form on the DBIA website. **ACTION:** The ED will resend the survey using email.

Follow up: The ED sent out the Survey in a regular email format with only 2 replies.

ACTION: The ED is to look into the cost associated with upgrade the OneDrive storage

Follow up: The ED included this in the 2026 budget draft

ACTION: All board members present are to bring back any changes or additions they would like to see in the list of submissions and requests to the next meeting.

Follow-up: Lisa resent

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ACTION: The ED to follow-up with the City regarding clarification of the Vendor Commissions dollar amount.

Follow up: Ed has not yet received the August/ Sept trial balance from the city.

ACTION: The Events Committee will prepare a draft budget for the next DBIA Board meeting to allow the board to review the line items and understand how they fit within the overall budget.

Follow up: The Events Committee budget has been added to the 2026 draft budget

ACTION: Board members agreed to review the remainder of the Procedure By-law individually and submit their comments to the Chair before Nov 10.

Follow up: Procedure By-law resent to board members.

ACTION: The ED to include the Film.ca mural, the ROD Grant, the display case, and software in the draft budget.

Follow up: This item has been added to the draft budget

ACTION: The ED will prepare an initial draft budget document to be circulated to board members in advance of the November 10th Board meeting.

Follow up: Draft budget sent to board members

10. Treasurers Report

- [September Summary of DBIA Operations](#)
- Discussion to prepare draft budget for circulation to membership for input.

11. ED Report

2026 Little Village Garden Centre – Contract Renewal Discussion.

12. Events Committee Report

Our Halloween Trick-or-Treat event had an excellent turnout and great feedback
Events Budget submitted for inclusion with overall budget.

13. New Business

14. Adjournment

15. Next Board Meeting