

Minutes of a Regular General Meeting of the
Town of Tecumseh Business Improvement Area (TOTBIA)

A Regular General Meeting of the Town of Tecumseh BIA (TOTBIA) Members held as of
Wednesday, March 17, 2021 held electronically at 6:00 PM.
Live stream is available on the BIA website at www.tecumsehbia.com

(TOTBBM-25-3)

Call to Order

The meeting is called to order at 6:09 PM by Linda Proctor, Vice Chair.

(TOTBBM –26-3)

Roll Call

Vice Chair	Linda Proctor
Treasurer	Paul Bistany
Director	Jules Champoux
Director	Joseph Fratangeli
Director	Scott Harris
Director	Jessica Fowler
Director	Jim Dowie
Councilor	Andrew Dowie
Councillor	Brian Houston

Regrets: Chair Candice Dennis

Absent:

Minute Taker: Coordinator Denise Pelaccia

Guest:

Live Stream:

- **(TOTBBM – 27-3)**
- **Disclosure of Pecuniary Interest - No disclosure at this meeting.**
- **(TOTBBM – 28-3)**
- **Delegations – No delegations at this meeting.**
- **(TOTBBM – 29-3)**
- **Communications**
- **6.1 TOTBIA Board of Management Meeting Minutes**

Motion: (BBM-12/21) Moved by: Jessica Fowler
Second by: Scott Harris

That the minutes of the Town of Tecumseh TOTBIA Regular Board of Management Meeting held on February 17, 2021 be approved as distributed.

Approved.

Carried.

6.2 Letters From– No letters at this time.

(TOTBBM – 30-3)

SUPPLEMENTARY Agenda Adoption

Motion: (BBM-13/21)

Moved by: Joe Fratangeli

Second by: Jules Champoux

That the financial report that was sent out late for February 2021 be accepted & adopted.
Approved.

Carried.

(TOTBBM – 31-3)

Reports

8.1 Chair Report – C. Dennis has no separate report, discusses issues, and provides feedback with Marketing Committee and Unfinished Business sections.

8.2 Treasurer Report:

Tecumseh BIA

2020 Month End Financials

Treasurer's Report for the period ending: 02-28-2021

BIA Operating Account (8111130)	Bank Balance stands at:	\$25,909.55
Outstanding Cheques	see detail page	\$(5,868.39)
BIA Ledger Balance stands at:		\$20,041.16

BIA Reserve Account -	Balance last month	\$86,379.22
Transfer to Operating account		\$(20,000.00)
Interest	\$96.81	
	\$66,476.03	

Outstanding Receivables see detail page \$-

WFCU - Share Capital #1	\$85.00
WFCU - Patronage Shares #4	\$60.00
WFCU - Patronage Shares #44	\$10.00

BIA Petty Cash	stands at:	\$952.70
Deposit Clearing	\$-	
Square	\$-	
Prepaid Expenses & Deposits		\$2,312.62

Total BIA Current Assets : \$89,937.51

Tecumseh Dollars Current Outstanding \$43,745.00

Other BIA Liabilities and Equity : from Xero report \$46,192.51

Total BIA Liabilities and Equity : \$89,937.51

Year To Date Levy Requisition: 2021 1st Quarter @ March 31

2nd Quarter @ June 30

3rd Quarter @ September 30

4th Quarter @ December 31

Total Levy received to Date: \$-

Tecumseh Business Improvement Area

BIA Operating Account - # 8111130 02/28/2021

Outstanding Payments

6-04-2020	Payment: Texthelp Inc.	#41270	\$113.36
5-10-2020	Payment: Lacasse SPG	94665	\$649.75
11-02-2021	Payment: Flowers By Phil		\$340.00
16-02-2021	Payment: Eric Bonnici		\$250.00
23-02-2021	Payment: Zehrs		\$4,260.00
23-02-2021	Payment: Cogeco	110049578414	\$90.28
26-02-2021	Payment: Healthy Mama		\$165.00
			\$5,868.39

Outstanding Receivables

\$0.00

Operating Account - activity

Date	Source	Description	Reference	Debit	Credit	Running Balance
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Opening Balance				1,170.60	0.00	1,170.60
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01 Feb 2021	Payable Payment	Payment: Danilo's Enterprises Limited			0.00	1,000.00
				170.60		

02 Feb 2021	Payable Payment	Payment: Kelcom	X9049026	0.00	26.70	143.90
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02 Feb 2021	Payable Payment	Payment: Town of Tecumseh	4118	0.00	45.00	98.90
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04 Feb 2021	Payable Credit Note Refund	Payment: Town of Tecumseh	EFT		2,073.01	
				0.00	2,171.91	

04 Feb 2021	Payable Payment	Payment: Dressed by an Olive			0.00	360.00
				1,811.91		

05 Feb 2021	Payable Payment	Payment: The Drive Magazine	16022	0.00	1,130.00	
				681.91		

05 Feb 2021	Payable Overpayment	Overpayment: Receiver General - Payroll	Dec 2020			
	0.00 2,073.01 (1,391.10)					
08 Feb 2021	Payable Payment	Payment: By The Book INV-18080	0.00 45.20	(1,436.30)		
11 Feb 2021	Payable Payment	Payment: Denise Pelaccia PPE 02.06.2021	0.00 1,240.13			
	(2,676.43)					
11 Feb 2021	Payable Payment	Payment: Tabouli by Eddy's	0.00 155.00			
	(2,831.43)					
11 Feb 2021	Payable Payment	Payment: Flowers By Phil	0.00 340.00	(3,171.43)		
11 Feb 2021	Payable Payment	Payment: Rock Mortgage Group 110049421483	0.00 42.35			
	(3,213.78)					
12 Feb 2021	Receivable Payment	Payment: ONESource Moving Solutions Cheque #778				
	141.25 0.00 (3,072.53)					
12 Feb 2021	Payable Payment	Payment: Receiver General - Payroll Jan 2021	0.00			
	817.74 (3,890.27)					
12 Feb 2021	Bank Transfer	Bank Transfer from BIA Reserve Account - WFCU to BIA Operating Account - WFCU	20,000.00 0.00 16,109.73			
12 Feb 2021	Receivable Payment	Payment: Moni Hair Boutique Cheque #603				
	125.00 0.00 16,234.73					
12 Feb 2021	Bank Transfer	Bank Transfer from BIA Operating Account - WFCU to WFCU VISA #7837	0.00 154.76 16,079.97			
13 Feb 2021	Payable Payment	Payment: By The Book INV-18122	0.00 741.57			
	15,338.40					
16 Feb 2021	Payable Payment	Payment: Eric Bonnici	0.00 250.00	15,088.40		
18 Feb 2021	Receive Money	Square	9,340.06 0.00 24,428.46			
19 Feb 2021	Payable Payment	Payment: Lacasse SPG 2351	0.00 649.75	23,778.71		
19 Feb 2021	Payable Payment	Payment: Lacasse SPG 2351	0.00 498.33	23,280.38		
19 Feb 2021	Payable Payment	Payment: Lacasse SPG 2351	0.00 3,361.75	19,918.63		
19 Feb 2021	Receive Money	Square	5,815.27 0.00 25,733.90			
23 Feb 2021	Receive Money	Deposit	4,520.00 0.00 30,253.90			
23 Feb 2021	Payable Payment	Payment: Zehrs	0.00 4,260.00	25,993.90		
23 Feb 2021	Payable Payment	Payment: Cogeco 110049578414	0.00 90.28	25,903.62		
23 Feb 2021	Payable Payment	Payment: Tecumseh BIA	0.00 796.40	25,107.22		
24 Feb 2021	Payable Payment	Payment: Graham's Paint "N" Paper Place Ltd.		0.00		
	2,940.00 22,167.22					
25 Feb 2021	Payable Payment	Payment: Awad Medical Aesthetics & Wellness		0.00		
	740.00 21,427.22					
25 Feb 2021	Payable Payment	Payment: Denise Pelaccia PPE 02.20.2021	0.00 1,240.13			
	20,187.09					
26 Feb 2021	Payable Payment	Payment: Healthy Mama	0.00 165.00	20,022.09		
28 Feb 2021	Receive Money	WFCU	19.07 0.00 20,041.16			
Total BIA Operating Account - WFCU			42,033.66 23,163.10	20,041.16		
Closing Balance			20,041.16 0.00 20,041.16			
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Total	42,033.66	23,163.10	18,870.56			

Financial Report:

Motion: (BBM-14/21)

Moved by: Jules Champoux

Second by: Scott Harris

8.3 Coordinator Report – D. Pelaccia reports the following:

Financial Information

Windsor Rock Gym - April 10, 2019 deposit for rock wall of \$295.00 is non-refundable; it will be carried over to be used in 2021.

Beach Grove Golf & Country Club – January 2020 deposit for 2020 Christmas Party is carried over to November.

Membership Statistics

- NEW BUSINESSES/MEMBERS IN THE BIA AREA:
- Junction Box's- 13039 Tecumseh Rd. E. (Grand Opening TBD)
- Zara Designer Boutique- 13300 Tecumseh Rd. E. (Grand Opening was on Thursday, March 11th, 2021 from 11:00 AM – 5:00 PM)
- o Genki Sushi Noodle- 400 Manning Rd. (Had Grand Opening- Monday, February 22nd at 2:00 PM)
- o Presotea- 13462 Tecumseh Rd. E. (Grand Opening TBD)
- o ENDERMÉ- 500 Manning Rd., Unit 4 (Grand Opening TBD)
- o Oven 360- 12000 Tecumseh Rd. E., Unit 5 (Grand Opening TBD)
- o MEMBERS PREPARING TO OPEN:
- Hurry Curry- 400 Manning Rd. (Grand Opening TBD)
- Imperial Gifts and Décor- 12000 Tecumseh Rd. E., Unit UNKNOWN (Grand Opening- Thursday, April 1st, 2021)
- Unique Gallery Art and Coffee Shop- 1614 Lesperance Rd. (Tecumseh Towne Centre- Exact Address in Plaza TBD & Grand Opening TBD)
- o MEMBERS PREPARING TO CLOSE:
- o Pete's Pipes- Moving to 11962 Tecumseh Rd. E. (Grand Opening TBD)
- Current Status and Total Number of Members by sector:
*February 2021 VS. March 2021
- o Open – 412 VS. 412
- o Associate Members – 4 VS. 4
- o Empty Units/Bldgs. – 47 VS. 47
- o Empty Lots/– 16 VS. 16
- o Empty Commercial Houses – 12 VS. 12
- o Property Owners – 140 (27 Plazas) VS. 140 (27 Plazas)
- o Grand Total – 622 VS. 622

Arts/Entertainment	4 VS. 4
Dining	59 VS. 59
Health & Wellness	139 VS. 139
Home/Commercial Services	14 VS. 14
Professional Services	63 VS. 63
Retail	128 VS. 128
Vacant Lots	16 VS. 16
Property Owners	140 VS. 140
Vacant Units/Bldgs.	46 VS. 46
Residential/Commercial Houses	12 VS. 12
TOTAL MEMBERS (VOTE)	622 VS. 622

Associate Membership Program

- New Associate Members:
 - o Moni Hair Boutique- 1825 Manning Rd., Unit 300
 - o ONESource Moving Solutions- 425 Leffler Dr.
- Potential New Members (pending due to COVID):
 - o Crossroads Canine Academy & Daycamp- 284 E. Pike Creek Rd.
 - o Lombardi Barbershop- 25 Amy Croft Dr., Unit #25B
 - o Sherwin Williams Paint- 35 Amy Croft Dr., Unit 9
 - o Silver Tee Golf- 1360 Highway #3
 - o The Cheese Bar- 25 Amy Croft Dr., Unit 29-30B

BIA Social Media:

Current Followers-

- February 2021 VS. March 2021:
 - o Facebook: 1,534 VS. 1,585
 - o Instagram: 500 VS. 525
 - o Twitter: 548 VS. 556
- Have posted on all social media platforms: Facebook, Instagram & Twitter, about if Tecumseh Dollars are on sale/when, and when they are sold out/ready to be sold again.
- Released “Quarantine Questionnaire” Zoom interview videos with Members, to all social media platforms- Facebook, Instagram & Twitter, and have tagged the businesses involved in each episode for them to share on their own pages.
- Have posted advertisements for upcoming social media giveaways for International Women’s Day and St. Patrick’s Day to build anticipation. Have been in the middle of planning more Tecumseh Dollars giveaways for upcoming months as well.
- Have shared multiple social media posts by Members in our BIA on all social media platforms- Facebook, Instagram & Twitter, even on weekends and at night.
- Continue to advertise for 15th Annual “Gallery Without Walls 2021” on all social media platforms: Facebook, Instagram & Twitter, post about it twice a week- Monday and Friday and have emailed and called more local schools to spread the word. All of the information about instructions and rules can be found on our website under the “EVENTS” tab and select “Gallery Without Walls”.

HST Rebate:

Nothing at this time.

• 8.4 Council Report –

For Immediate Release

February 9, 2021

Council Connect: Highlights from the February 9, 2021 meeting of Council

Tecumseh Town Council met electronically this evening and here are the highlights:

Community Safety and Well Being Plan: Council received an update on the progress on the regional Community Safety and Well Being Plan. This planning process is intended to proactively address locally identified priority risks that contribute to crime, addiction, suicide and other negative outcomes.

The plan will identify these risks and develop strategies to address them. Public consultation on the plan will begin on February 10 with the launch of an online survey closing March 15. An electronic Town Hall is scheduled for Tecumseh on Saturday, February 27 from 10 a.m. to 11:30 a.m. Full

details on the consultation and status of the project will be posted at Tecumseh.ca with links to the consultation opportunities.

Skyline Real Estate Holdings: Council approved the Site Plan Control Agreement for the Skyline Development at Tecumseh Road and Southfield Drive. The construction includes two four-storey, 71-unit apartment buildings totalling 142 dwelling units along with associated parking, landscaping and on-site services. The owners will also receive a \$100,000 Development Charges grant to be applied to total Development Charges of just over \$1.4 million payable for the project. This grant is the maximum available under the Tecumseh Community Improvement Program (CIP) for the project.

Disaster Mitigation and Adaptation Fund: Council approved the creation of a by-law for the projects outlined in the Town's successful application to Canada's Disaster Mitigation and Adaptation Fund previously announced in 2020. The project will see construction of a new consolidated Scully and St. Marks Pumping Station and Riverside Drive Trunk Storm Sewer. It will also see the decommissioning of the existing St. Marks Pump Station and construction of the new P.J. Cecile Pump Station. The Town's costs of \$16.05 million will be funded through a combination of Lifecycle Stormwater Reserves and debt, with up to \$15 million of debt incurred. Canada is providing up to \$10.7 million for the project.

Food and Organic Waste Collection: Council received an update on the Essex Windsor Solid Waste Authority's (EWSWA) plans for collecting food and organic waste in Essex County. As part of the province of Ontario's provincial policy statement, municipalities must meet certain waste diversion targets related to food and organic waste generated in single family dwellings in urban areas by 2025. For municipalities over 50,000 this would require a curbside collection with a target rate of 70% by 2025 and for populations of more than 20,000 but less than 50,000, a collection target rate of 50% by 2025. Throughout 2020, EWSWA met with the City of Windsor on how to proceed collaboratively to meet the 2025 date. A Regional Food and Organic Waste Management Plan was developed and an Oversight Committee struck. The Oversight Committee held its inaugural meeting on November 17, 2020 where they struck a Technical Working Group and approved a Project Charter.

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The Technical Working Group is comprised of representatives from the EWSWA, the City of Windsor and the County of Essex. The Group will invite and engage with representatives from the seven County municipalities to seek input and information. Two senior staff from the Town's Public Works & Environmental Services Department will represent Tecumseh. It is anticipated that an EWSWA Administrative report will be brought before the EWSWA Board in March 2021 with a recommendation of next steps. Administration will report to Council with updates as to the progress of the study as it moves forward.

2020 Water Distribution Report: Council adopted the Annual Summary Report for the Tecumseh (Water) Distribution System for the year 2020. The report is prepared annually in accordance with the Safe Water Act, O.Reg. 170/03. For 2020, there were no reported non-compliance issues and lead sampling showed no concerns. The full report will be posted at Tecumseh.ca/waterreports.

Water Inspection Report: As part of the year-end reporting on Tecumseh's water system, Council received the report on the Ministry of the Environment, Conservation and Parks Inspection of the Tecumseh (Water) Distribution System. The inspection was conducted on December 7, 2020 and covered the period January 1, 2020 to November 30, 2020. Due to the COVID-19 pandemic, the inspection was conducted remotely by an Ontario Water Inspector and involved a telephone interview and email correspondence with the Town's Manager Water & Wastewater, who also fills the legislated role of Overall Responsible Operator for the Tecumseh Water Distribution System. The MECP inspector reviewed the Town's records and documented findings of its inspections; reviewed Water Services Division standard operating procedures; and, conducted independent telephone interviews with Water Services Division staff. Based on the results of both the reviews

and interviews, the MECP inspector prepared his final inspection report that was received by the Town on January 14, 2021. The Town received a 100% inspection rating—the best possible rating achievable. Council commended the Town’s water staff for continuing to provide high quality service and ensuring access to safe drinking water.

The next Regular Meeting of Council is Tuesday, February 23, 2021. The meeting is scheduled to be held electronically. The live stream will be available on our website at www.tecumseh.ca. The agenda for the Regular meeting will be made available on Thursday, February 18, 2021.

Information on this and all Town of Tecumseh news and events is available at www.tecumseh.ca, Twitter (@TownofTecumseh), and Facebook (www.facebook.com/townoftecumseh).

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Media Contact:

Lesley Reeves, Manager Strategic Initiatives, 519-735-2184 Ext. 150

For Immediate Release

February 19, 2021

Update on Town Facilities and Services

The Town of Tecumseh is working to reopen facilities under the Red Control Level of the Province of Ontario’s Re-opening Framework within public health guidelines. The Tecumseh Arena and the St. Clair Beach Community Centre will reopen to designated rentals with screening protocols in place.

“We are pleased that we can reopen the Arena and St. Clair Community Centre under RED Control Level and to offer previously scheduled programming to resume at these facilities,” said Gary McNamara, Mayor of Tecumseh. “Since the announcement last Friday of our status, staff has worked to put in place a return plan under current provincial regulations to ensure these facilities are ready for users.”

Tecumseh Arena will reopen to existing rentals only on Monday, February 22, 2021. One ice surface is available and only rentals booked previously under Red Control Level in December 2020 will be contacted for ice time. Parks and Recreation Director, Paul Anthony advises that until the Town moves into a less restrictive level of the provincial framework, no new rentals will be accepted and no further recreational programs, like public skating, will be offered.

The St. Clair Beach Community Centre will also reopen to rentals on Monday, February 22, 2021 and rental requests can be made by contacting the Recreation Office (519-735-4756 ext 0).

Note that COVID-19 case data is reviewed bi-weekly, and should circumstances in the region result in a move back into lockdown or the Province initiate the emergency brake for a variant of concern, the Town will close these facilities immediately with all rentals cancelled. Please continue to monitor our website and social media, local news and contact us if you have any concerns about an existing rental booked.

Town Hall remains closed to the public with service provided on-line, by phone or email. No marriage licenses, commissioning services or in-person payments are available at this time. The Town will share details on plans to reopen when they are known. Full details on all services including what is offered can be found on our website at Tecumseh.ca/COVID19.

For the interim Property Tax installment due February 24, 2021, residents who typically make their payments in-person at Town Hall are advised there are alternative methods of payment including:

- In person at your bank branch, remember to bring your tax slip with you;
- Via internet banking, contact your bank for details;
- By cheque, certified cheque or bank draft which can be mailed to the Town of Tecumseh—Attention: Tax Department or deposited in the Town’s secure drop box located at the temporary entrance off McNorton Street (please write your tax roll number on the cheque or include your tax slip). Do not mail cash or put cash in the secure drop box;
- Via the Town’s Pre-Authorized Payment Plan (https://www.tecumseh.ca/PAP_Application/);
- Through your mortgage, contact your mortgage lender for details.

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NEWS RELEASE

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Outdoor areas including Town parks and trails and the Tecumseh Dog Park continue to be open for public use. Users are reminded that dogs are not permitted off leash anywhere but the dog park and you must clean up after your dog or be subject to a fine under the Town's poop and scoop by-law. Please also adhere to public health guidelines including avoiding gatherings, washing/sanitizing hands, keeping physical distance of six feet and wearing a mask if you cannot distance. Washrooms remain closed for the winter.

Information on this and all Town of Tecumseh news and events is available at www.tecumseh.ca. Twitter (@TownofTecumseh), and Facebook (Town of Tecumseh). All updates will be posted on our website and users may register for regular updates using the online subscription service at <https://subscribe.tecumseh.ca/subscribe>.

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Media Contact:

Paul Anthony

Director Parks & Recreation Services

519-735-4756 Ext. 423

For Immediate Release

February 23, 2021

Council Connect: Highlights from the February 23, 2021 meeting of Council

Tecumseh Town Council met electronically this evening and here are the highlights:

Monroe Island Servicing: Following a report to Council on December 10, 2019, Administration completed a draft servicing agreement with the Municipality of Lakeshore for 454 Brighton Road, also known as Monroe Island. Council received the updated report and authorized the servicing agreement between Lakeshore and Tecumseh for the property that will permit the owner to construct a new single detached residence. Lakeshore Council gave their approval to the agreement on February 16, 2021. The property owner is in support of the servicing agreement. Council also directed Administration to provide a further report with respect to municipal restructuring to bring Monroe Island within the boundaries of the Town of Tecumseh.

Tecumseh New Official Plan: Council approved the New Town of Tecumseh Official Plan, by by-law and ordered that the Plan be forwarded to the County of Essex for review and final approval in accordance with the Planning Act. The New Official Plan follows public consultation conducted in 2020 and 2021 which included virtual public information centres, online engagement through the Town's PlaceSpeak portal, and a statutory Public Council Meeting. The report to Council summarized the process to prepare the New Official Plan and to identify the final revisions made to the document presented to Council for formal adoption. Upon formal review by the County, there may be possible modifications proposed by the County Planning Manager, which would be brought to Town Council for consideration prior to final approval being issued. An appeal period will follow notice of the Plan's approval by the County, in accordance with the Planning Act.

Year End Building Permit Report: Council received the 2020 Year End Permit Report from Building Services. Construction values in 2020 were approximately \$82.5 million, 41% higher than 2020. This increase is a function of three new, multi-storey, multi-unit residential buildings with a combined value of \$52 million. The number of permits is down 5% from 2020. Total revenue to the Town from Building Permits in 2020 was \$580,994 which is 51% higher than budgeted

Site Plan Agreement: Council authorized a by-law executing the site plan control agreement with Carlesimo Holdings/1840 Blackacre Drive for two proposed 1,114 square metre (12,000 square foot) industrial buildings and associated on-site works. The 1.98 hectare (4.89 acre) property is located on the north side of Blackacre Drive, immediately north of its intersection with Roscon Industrial Drive. The property owner has secured a tenant for the first of the two buildings and once construction is complete on that building, construction will begin on the second new building. The two buildings will join an existing building on the site. The subject property is located in an area of the Town that requires Council approval of drawings only, without the need for a formal site plan agreement.

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On-Demand Transit Pilot Program: Council received a report on a potential pilot project for on-demand transit in Tecumseh and endorsed submission to the Canada Healthy Communities Initiative (CHCI) for funding. Improving mobility options is one of the streams in the CHCI program and Administration is recommending a one-year pilot project for on-demand transit service. An on-demand service would use technology to maximize service use and increase efficiency as well as potentially increase ridership. The pilot project may also extend the service area into Lakeshore in the Amy Croft area. Access to this area has been a frequent request of transit users. Applications to the CHCI program are due March 9, 2021 and should the Town be successful in the application, full details on the pilot program will be developed for Council's approval and shared publicly. The next Regular Meeting of Council is Tuesday, March 9, 2021. The meeting is scheduled to be held electronically. The live stream will be available on our website at www.tecumseh.ca. The agenda for the Regular meeting will be made available on Thursday, March 4, 2021.

Information on this and all Town of Tecumseh news and events is available at www.tecumseh.ca, Twitter (@TownofTecumseh), and Facebook (www.facebook.com/townoftecumseh).

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Media Contact:

Lesley Reeves, Manager Strategic Initiatives, 519-735-2184 Ext. 150

- **8.5 Committee Reports –**

Marketing Committee – C. Dennis reports on:

- **Eyes on Tecumseh** – Continuing to work with the owner of Eyes on Windsor to create a special "Eyes on Tecumseh" Facebook page that will feature Tecumseh BIA Members, BIA future projects, programs, events, etc. One feature will include five Members.

Stats: Have not been received yet for the months of December 2020 - February 2021 from Eyes on Windsor.

- **Tecumseh Life** - Decision to advertise with Tecumseh Life is undecided at this time for 2021.
- **Social Media** - Have been sharing Members posts on our social media platforms: Facebook, Instagram & Twitter.
- **Website** - Have been advertising Members by sector in promotional image that connects back to our website Business Directory, advertising for Tecumseh Dollars, and 15th Annual Gallery Without Walls Banner Contest.
- **Covid Signs** – Have ordered more Covid signage for Members: "Social Distance/Must Wear a Mask to Enter," "Please Sanitize," and "Maximum Capacity".
- **The Drive Magazine** – Decision to advertise with The Drive Magazine is undecided at this time for 2021.
- **Tecumseh Dollars** – Putting together a Code of Conduct for Board of Management to follow pertaining to rules and regulations towards Tecumseh BIA programs, like Tecumseh Dollars.

Membership Committee:

- **Tecumseh Dollar Program** – D. Pelaccia reports on the Tecumseh Dollar Report: Status of Tecumseh Dollars, listed below is the Tecumseh Dollar Report for February 2021:

Tecumseh Dollar Report not ready.

Associated Membership Program: Both Associate Members renewed their Membership-Chartwell and Salt Sushi, for 2021.

Streetscaping Committee:

Bike Racks – No report.

Bus Stop- Esthetics of the bus stop in front of Public Parking Lot #1 is being discussed to remove weeds, old newspaper stands, power was roof, etc.

Events Committee:

- Have promoted every Monday and Friday on all social media platforms: Facebook, Instagram & Twitter about the 15th Annual Gallery Without Walls 2021 Banner Contest and have received 3 entries so far. More have been confirmed to be submitted soon from local schools and Art Galia. Deadline for entries is Friday, April 2, 2021.

Governance Committee:

Memorandum of Understanding – First draft received by Clerk; Chair and Coordinator will review and schedule another meeting to discuss further.

(TOTBBM – 31-3)

Unfinished Business

Strategic Plan for 2021- Need to schedule during a future Board meeting to complete. -Deferred
Beautification Projects- Ex. Bus Stop -Deferred

(TOTBBM – 32-3)

New Business

10.1 Beautification Project- Marketing Committee to schedule meeting to discuss plans.

10.2 MOU

That the Town of Tecumseh Business Improvement Area Board of Directors meet regularly on the third Wednesday of each month at 6:00 PM commencing Wednesday, February 17, 2021.

(TOTBBM – 33-3)

Next Meeting

The next regular general meeting is scheduled on Wednesday, April 21, 2021 at 6:00 PM and is currently scheduled to be held electronically. The live stream will be available on the BIA website at www.tecumsehbia.com

(TOTBBM – 34-3)

Adjournment

Motion: (BBM-15/21)

Moved by: Paul Bistany

Second by: Joe Fratangeli

That there being no further business, the March 17, 2021 regular general meeting of the TOTBIA Board of Management be adjourned at 7:05 PM.

Carried.

Approved.

DRAFT

Candice Dennis, Chair

DRAFT

Denise Pelaccia, Coordinator

MINUTES NOT YET APPROVED.