

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, October 18<sup>th</sup>, 2023 at 6:00 PM.

Meeting Minutes are available on the BIA website at [www.tecumsehbia.com](http://www.tecumsehbia.com)

**Link to Tecumseh BIA Agenda:**

<https://tecumseh-pub.escribemeetings.com/Meeting.aspx?Id=4b3bc505-f826-411f-b4a0-428b56551f1c&Agenda=Agenda&lang=English>

**(TOTBBM-71-10)**

Call to Order

The meeting is called to order at 6:06 pm by Chair, Leo Demarce.

**(TOTBBM –72-10)**

**Roll Call**

Chair	Leo Demarce
Vice Chair	Laura Carcelen
Treasurer	Sandra Zanet
Councillor	Brian Houston
Councillor	James Dorner
Director	Eddy Hammoud
Director	Josh Shepley

Regrets: Director Jules Champoux

Minute Taker: Coordinator Denise Pelaccia

**(TOTBBM – 73-10)**

**Disclosure of Pecuniary Interest – No disclosures of pecuniary interest at this meeting.**

**(TOTBBM – 74-10)**

**Delegations** – Jennifer Alexander, Town of Tecumseh Deputy Clerk & Manager Legislative Services

**(TOTBBM – 75-10)**

**Communications**

**TOTBIA Board of Management Meeting Minutes**

**Motion: (BBM-65/10)**

Moved by: Eddy Hammoud

Second by: Laura Carcelen

That the meeting minutes from the TOTBIA September 2023 RGM be accepted and approved.

Approved.

Carried.

**Letters From– Nothing at this time.**

**Supplementary Agenda Adoption:**

**Motion: (BBM-66/10)**

Moved by: Sandra Zanet

Seconded by: Laura Carcelen

The Executive Committee has requested an in-camera meeting under Section 239, 2 b) personal matters about an identifiable individual, including municipal or local board employees; and 2(d) labour relations or employee negotiations.

Approved.

Carried.

**(TOTBBM – 76-10)**

**Reports**

**Chair Report- September 2023:**

- See Agenda attachment.

**Motion: (BBM-67/10)**

Moved by: Eddy Hammoud

Second by: Josh Shepley

That the Chair Report for September 2023 be accepted.

Approved.

Carried.

**Treasurer Report:**

**Tecumseh BIA**

**2023 Month End Financials:**

- See PDF of Financial Reports for September 2023 in Agenda.

**September 2023 Financial Report:**

**Motion: (BBM-68/10)**

Moved by: Josh Shepley

Second by: Laura Carcelen

That the September 2023 Financial Report be accepted.

Approved.

Carried.

**Coordinator Report – D.Pelaccia reports the following:**

- See Agenda attachment.

**Motion: (BBM-69/10)**

Moved by: Eddy Hammoud

Second by: Josh Shepley

That the Coordinator Report for September 2023 be accepted.

Approved.

Carried.

**Council Report –**

- See PDF of Council Reports for September 2023 in Agenda.

**Motion: (BBM-70/10)**

Moved by: Josh Shepley

Second by: Sandra Zanet

That the Council Reports for September 2023 be accepted.

Approved.

Carried.

**Committee Reports –  
(TOTBBM – 77-10)**

**Marketing Committee: (Keep 5-10 minutes.)**

- See Agenda attachment.

**Membership Committee: (Keep 5-10 minutes.)**

- See Agenda attachment.

**Beautification Committee: (Keep 5-10 minutes.)**

- See Agenda attachment.

**Events Committee: (Keep 5-10 minutes.)**

- See Agenda attachment.

**Governance Committee: (Keep 5-10 minutes.)**

- See Agenda attachment.
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**Motion: (BBM-71/10)**

Moved by: Eddy Hammoud

Second by: Laura Carcelen

That the Committee Reports for September 2023 be accepted.

Approved.

Carried.

**(TOTBBM – 78-10)**

**Unfinished Business**

- MOU- Finalize

**(TOTBBM – 79-10)**

**New Business**

- Christmas in Tecumseh – Parade Entry Form
- Update Banking Information – Laura Carcelen to Become Signing Officer as New Vice Chair – Leo to Sign Documents to Make Official
- Trunk or Treat – Movie Sponsorship
- 59th Annual Tecumseh BIA Christmas Party – Ticket Price

**Christmas in Tecumseh – Parade Entry Form**

**Motion: (BBM-72/10)**

Moved by: Laura Carcelen

Second by: Sandra Zanet

That the Tecumseh BIA Board of Management chooses to participate in the Christmas in Tecumseh parade held on Friday, November 17<sup>th</sup>, 2023.

Approved.

Carried.

### **Trunk Or Treat – Movie Night Sponsorship**

**Motion: (BBM-73/10)**

Moved by: Laura Carcelen

Second by: Eddy Hammoud

That the Tecumseh BIA Board of Management agrees to not sponsor the movie night activity at The Optimist of St. Clair Beach's Trunk Or Treat event on Saturday, October 28th, 2023.

Approved.

Carried.

### **59<sup>th</sup> Annual Tecumseh BIA Christmas Party – Ticket Price**

**Motion: (BBM-74/010)**

Moved by: Sandra Zanet

Second by: Josh Shepley

That the Tecumseh BIA Board of Management determines the price of the Christmas Party tickets this year to total \$75.00.

Approved.

Carried.

The BIA coordinator vacates the meeting at 7:48 pm and the Deputy Clerk & Manager Legislative Services performs the duties of Recording Secretary for the remainder of the meeting.

Motion to move In Camera

**Motion: (BBM-75/10)**

Moved by: Sandra Zanet

Second by: Eddy Hammoud

That the October 18, 2023 BIA meeting convene in closed session at 7:48 pm in accordance with the Municipal Act, 2001 Section 239 (2)(d), which states that a meeting or part of a meeting may be closed to the public if the subject matter being considered is:

(d) Labour relations or employee negotiations.

Carried.

### **Reporting Out of Closed Session**

A closed meeting of the BIA was just held in accordance with and as permitted with Section 239 (2) (d) of the *Municipal Act, 2001*, which states that a meeting or part of a meeting may be closed to the public if the subject matter being considered is:

(d) Labour relations or employee negotiations;

During this meeting, the Board discussed a labour relations matter and directed the Executive to make amendments to the employment agreement regarding salary, job description and hours of work.

**(TOTBBM – 69-09)**

**Adjournment**

**Motion: (BBM-76/10)**

Moved by: Josh Shepley

Second by: Sandra Zanet

That the October 18<sup>th</sup>, 2023 regular general meeting of the TOTBIA Board of Management be adjourned at 9:15 PM.

Carried.

Approved.

(TOTBBM – 80-10)

**Next Meeting**

The next regular general meeting is scheduled on Wednesday, November 15<sup>th</sup>, 2023 at 6:00 PM at the Tecumseh BIA office. Meeting Minutes will be available on the BIA website at [www.tecumsehbja.com](http://www.tecumsehbja.com)



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Leo Demarce, Chair



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Denise Pelaccia, Coordinator

**MINUTES NOT YET APPROVED.**