



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

Date: Tuesday, October 15, 2024
Time: 6:00 pm
Location: Tecumseh BIA Office
12122 Tecumseh Rd. E. Unit 2
Tecumseh, ON

Present:
Chair, Leo Demarce
Vice Chair, Laura Carcelen
Treasurer, Sandra Zanet
Director, Eddy Hammoud
Director, Josh Shepley
Director, Jules Champoux
Councillor, Brian Houston (liaison)
Councillor, James Dorner

Absent:
Director, Heba Al Faouri

Also Present:
BIA Coordinator, Kim McFadden

A. Call to Order

The meeting is called to order at 6:01 pm by Leo Demarce, Chair.

B. Roll Call

C. Disclosure of Pecuniary Interest

No disclosure at this meeting.

D. Delegations

There are no delegations presented to the Board.

E. Communications

1. TOTBIA Board of Management Meeting Minutes

Motion: BBM - 48/24

Moved by Jules Champoux

Seconded by Eddy Hammoud

That the September 17, 2024 minutes of the Town of Tecumseh Business Improvement Area as were duplicated and delivered to the members, **be adopted.**

Carried

F. Supplementary Agenda

There is no supplementary agenda.

G. Reports

Motion: BBM - 50/24

Moved by Jules Champoux

Seconded by Laura Carcelen

That all reports as presented to the Board **be accepted.**

Carried

1. Chair Report

The Chair provides a verbal report to the Board on a meeting with the municipality of Lakeshore and Belle River BIA regarding possible inclusion of the Amy Croft area to the Tecumseh BIA.

2. Treasurer Report

September 2024 financials

The Treasurer reports on the September 2024 financials.

3. Coordinator Report

Strategic plan and volunteer forms

Kim McFadden reports on Di Natale and Casa Miro grand openings, Lakewood's Haunted Park, Small Business & Entrepreneurship Centre business walk, East Point Trails Fall Walkabout, Optimist's Trunk or Treat, Tecumseh-Lakeshore surveys, and county BIAs Small Business Week promo/giveaways.

The strategic plan will be presented to the membership at the Annual General Meeting and at the Regular Council Meeting on December 10 in support of the 2025 Proposed Budget. Branded volunteer application and agreement to be created for additional committee members, and will include a consent form for photography.

4. Council Report

Councillors Brian Houston and James Dorner provide a verbal update to the Board on the Town upgrading the arena.

5. Committee Reports**a. Marketing Committee**

Social media

[September Analytics](#)

b. Events Committee

AGM & holiday party

Decorator to be booked. Christmas tree lighting to be determined in consultation with the Town.

c. Beautification Committee

Town meeting updates

Sea-Can purchased from Coxon Portable Storage and will be delivered to the Parks yard. Tree planters will be installed in the spring by a Town contractor, placement to be assessed with Public Works and the Town's Manager of Local Economic Development. Oversized lighted Christmas tree placement being reviewed by the Town. The possibility of a digital sign at the BIA parkette to be considered by the Town.

d. Membership Committee

Associate Membership program

Tecumseh Dollars sale on September 30 was a success; next sale scheduled for November 5.

Associate Membership program to be reviewed at the next Membership and Governance Committee meeting on November 4.

e. Governance Committee

2025 budget proposal

Constitution to be reviewed at the Membership and Governance Committee meeting on November 4, and proposed amendments reviewed at a follow-up virtual board meeting prior to the Annual General Meeting on November 23.

Motion: BBM - 49/24

Moved by Jules Champoux

Seconded by Eddy Hammoud

That the 2025 proposed budget **be approved** for submission to the Town.

Carried

H. Unfinished Business

2024 proposed budget with re-allocations

Motion: BBM - 51/24

Moved by Sandra Zanet

Seconded by Laura Carcelen

That the additional bookkeeping charge from By the Book for 2024 proposed budget correction work **be approved**.

Carried

Motion: BBM - 52/24

Moved by Laura Carcelen

Seconded by Jules Champoux

That the 2024 proposed budget with re-allocations **be approved** as submitted to the Town.

Carried

I. New Business

Special Olympics Ontario sponsor request

NHL Alumni hockey game event and fundraising opportunity to be shared on TOTBIA socials.

J. Next Meeting

The Annual General Meeting is scheduled on Saturday, November 23, 2024 at 6:00 pm to be held at the Ciociaro Club in Salon A.

K. Adjournment

Motion: BBM - 53/24

Moved by Jules Champoux

Seconded by Laura Carcelen

That there being no further business, the Tuesday, October 15, 2024, meeting of the Town of Tecumseh Business Improvement Area **be adjourned** at 8:05 pm.

Carried

Leo Demarce, Chair

Kim McFadden, BIA Coordinator