



MEETING MINUTES | APRIL 2026

Date: April 14, 2026

Location: Timber + Plumb, 5640 Wyandotte St E, Unit 1, Windsor ON, N8S 1M3

PRESENT: Laura Tucker (Co-Chair), Markie Tuckett (Co-Chair), Chantel Russette (Secretary), Sean Pawluck (Treasurer), Zorica Rainone (Director), Marko Pocedic (Director), Candyce Mollard (Administrator)

Regrets: Jo-Anne Gignac (Councillor), KB Singh (Director)

GUEST: N/A

CALL TO ORDER: 9:01 AM By Laura

APPROVAL OF THE MINUTES

MOTION: Laura Tucker **SECONDED BY:** Sean Pawluck

MOTION CARRIED

ADDITIONS TO/APPROVAL OF THE AGENDA

MOTION: Laura Tucker **SECONDED BY:** Markie Tuckett

All in favour. **MOTION CARRIED**

CHAIR UPDATE :

COORDINATOR UPDATE

(TWEPI) Staycation Expo : Friday April 24th + Saturday 25th 2026

KB will be attending on Friday April 24th, Zorica will be attending on that Saturday April 25th.

MCC Volunteer Clean - Up: (Brian Masse)

We were recently contacted through our new website by a local council that supports newcomers to Canada by helping them gain employment experience. Their program allows participants to begin with volunteer opportunities as they build skills and confidence entering the workforce.

They've expressed interest in partnering with us for a community clean-up in our BIA area. The group would volunteer approximately one hour of their time to help clean and beautify our BIA.

Dana would be available to guide them through the area and lead the volunteers in the event.

There is no cost associated with their participation. They have kindly noted that providing lunch is something other organizations have done in the past for them. They would require basic supplies such as garbage bags and gloves.

Candyce has offered to reach out to a few local restaurants within our BIA to see if anyone would be willing to donate a light meal (for example, Bakers or Etta's).

Markie is interested in exploring whether this group would be open to assisting with our garden beds. This could be a valuable opportunity not only to enhance the appearance of our BIA but also to potentially create future employment pathways for participants through MCC.

Laura motions that we have them come out and we pay \$100 for them to have lunch at one of our BIA restaurants.

MOTION: Laura Tucker | **SECONDED BY:** Markie Tuckett | **IN FAVOUR:** Chantel Russette, Zorica Rainone, Sean Pawluck, Marko Pocedic

Riverside United Church - Dave Cook

Dave Cook has reached out to Candyce to collaborate on an upcoming community project.

Riverside United Church has a concert this December and are interested in partnering with local businesses in our BIA. Specifically, they would like to explore whether restaurants in the area would be open to offering a small discount to concert attendees, encouraging them to enjoy a meal locally after the event.

In support of this, we would be happy to assist with promotion by displaying posters in BIA storefront windows. We are also open to having our logo included on their promotional materials to help strengthen community visibility and collaboration.

Candyce will be reaching out to local restaurants to which restaurants take interest in participating and offering a discount for Riverside United Church concert attendees.

This presents a great opportunity to support a local organization, increase foot traffic to our businesses, and build stronger community connections.

Laura motions for us to help Riverside United Church with a discount for attendees for the upcoming concert in December.

MOTION: Laura Tucker | **SECONDED BY:** Chantel Russette | **IN FAVOUR:** Markie Tucker, Zorica Rainone, Sean Pawluck, Marko Pocedic

The 2026 Mayor's State of the City Luncheon, hosted by the Windsor Essex Chamber of Commerce: Candyce and Laura attended this event on April 8th.

This event focused on strengthening the core of Windsor,

The bridge will be opening in May 2026. (Tentative)

CRA HST Account:

This account is closed.

Someone has closed this account in the past, we're just finding this out now. We need to find out how to move forward with the CRA to get our account back up and running. Candyce will reach out to the CRA about this matter, she will not be putting this in her name but Shawn is allowing us to put this in his name while he is on the board.

Laura would like us to reach out to the city about this matter and see if they know who we should be putting our HST account under. . Candyce will be reaching out to both the CRA and the city once tax season settles down.

We will not be getting our HST back until this is resolved.

We would like to look into an accountant, spending the money to have a good accountant to make sure that we have this done properly every year.

COUNCILLOR UPDATE - Jo Anne Gignac

FINANCIAL UPDATES

Financial Update

QuickBooks has been purchased and Shawn will be setting it up this evening.

The credit card interest is currently being reviewed by Shawn. If anyone calls again regarding this, please direct them to him.

The current bank account balance is approximately \$45,000.

COMMITTEE UPDATES

Membership Committee

Spring Social – May 5, 2026

We have currently only received 3 responses from BIA members. We are encouraging additional members to stop by and join us.

Laura suggested creating and distributing printed notices for businesses to display in their lunchrooms to help increase attendance for our event. .

Sean motions for a budget of \$300 for the event to cover coffee and treats for attendees.

MOTION: Sean Pawluck | **SECONDED BY:** Markie Tuckett | **IN FAVOUR:** Laura Tucker, Chantel Russette, Zorica Rainone, Marko Pocedic

Event Details:

BIA Coffee Social

Tuesday, May 5, 2026 at 8:30 am - 10 am

Timber + Plumb

Marketing/Advertising Committee

Email Octopus/Newsletter- Candyce is currently working on creating an updated and more engaging newsletter. We did discuss that hiring someone to design a professional template would allow for a consistent look, and it will make it much easier for Candyce to easily update the content each month moving forward

Laura motions to have a Red Piston design a template for the newsletter to make things easier for Candyce when updating monthly.

MOTION: Laura Tucker | **SECONDED BY:** Sean Pawluck | **IN FAVOUR:** Chantel Russette, Zorica Rainone, Markie Tuckett, Marko Pocedic

Open Streets - Sunday September 20th 2025 9am - 2pm

Olde Riverside BIA is a hub part in this year's City of Windsor Open Streets event. We have this in the budget and we're thinking of doing our slices of Olde Riverside passports. Instead of a month-long event only do this for the one day event passport.

During the last open streets event in 2024, we contributed funds for each interested business partaking in the open streets with a "grant" towards activities/giveaways/ they would like to offer during open streets. This year for open streets we would like to offer businesses that are partaking in open streets certain items example: Bubble wands, chalk etc.

Markie mentioned having a scavenger hunt throughout the BIA with those partaking in the open streets. The winner will receive something like a gift card etc.

We would like to do the same live entertainment as our past open streets: singer ,face paint, dj and live music to get people to stay and shop in olde riverside.

Candyce will put together a subcommittee group for this event. This group will meet up a couple times before September to plan open streets for our BIA.

Open streets committee: Chantel Russette, KB Singh, Zorica Rainone, Marko Pocedic, Laura Tucker

Marko is allowing us to use his parking lot for this event as well which it's under our insurance already.

\$10,000 is in our budget for this event.

Policy & Advocacy Committee -

Banners : Enwin - Frank Clemminson

Many of our banners have been damaged or fallen down in the district. Dana has been putting any loose, found banners and brackets in the storage shed.

Candyce has been in touch with Frank Clemminson who works for Enwin to make arrangements for them to be put back up on the utility poles.

Candyce suggests a thank you gift for the gentlemen that have been helping us with this initiative.

Sean motions to purchase a \$100 gift card for both volunteers as a thank you.

MOTION: Sean Pawluck | **SECONDED** BY: Markie Tuckett | **IN FAVOUR:** Chantel Russette, Zorica Rainone, Laura Tucker, Marko Pocedic

Men in Kilts- Exterior window washing was not sufficient. Rather than pay money to do that since it won't be noticeable if the businesses don't also do the inside of the windows, we are instead of going to look at what the muralist recommended which was washing the murals and potentially some exterior of building buildings with permission from the business owners

Beautification/Maintenance Committee-

Sheds - Both sheds are up, they're both locked and have been being used.

Planters - Spring planters are now in, we have Dana watering them as of today but an email was sent out yesterday for businesses to water them too.

Ramon Updates- Candyce and Ramon walked around the district with Mike Murphy from the Horticultural Dept at the city to take a look at all the raised garden beds. They're redoing the bricks and mortar on all of the raised garden beds this month and they've already started last week. The city is helping with this project, they've been great with helping for all the garden beds.

New business in BIA - Manangs Pork House

Candyce went to the new business, Manangs Pork BBQ to welcome them to the area. Candyce left a business card with BIA information and asked the employee that was working, to contact her and with contact information to ensure they are receiving all communications regarding the BIA.

Murals- Donna Mayne - Both Donna and Candyce looked at all of our murals, Donna said they are all looking great considering they were done 20 years ago. She confirmed that if any maintenance needs to be done, we need to contact the city

NEW BUSINESS: Manangs Pork BBQ Restaurant - opening their doors soon!

New Member/Roles: NA

NEXT MEETING DATE: Tuesday, June 9 2026 @ 9am

Markie motions to skip may board meeting, and for the next meeting to be held on Tuesday, June 9, 2026

MOTION: Markie Tuckett | **SECONDED BY:** Sean Pawluck | **IN FAVOUR:** Chantel Russette, Zorica Rainone, Laura Tucker, Marko Pocedic

Next Meeting Date: Tuesday, June 9 2026 @ 9am at Timber+Plumb

Meeting end 10:13am

MEETING ADJOURNED

Next Meeting Date:

June 12th, 2026 @ 9AM

Location: Timber+Plumb

5640 Wyandotte St. E.