

MEETING MINUTES | FEBRUARY 2026

Date: February 10, 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), Pete Mazza (Director), Candyce Mollard (Administrator), Jo-Anne Gignac (Councillor)

GUEST: Marko (New owner of 5520 Wyandotte Street East, Windsor - Duarte and Lesperance building)

REGRETS: KB Singh

Electronic Motions

January 2026 Minutes - Electronic Motion:

Solar Security Lighting & Mailboxes

Markie would like to make a motion to spend \$1,100.00 (with HST) on new solar security lighting for businesses/property owners enrolled in our program.

Business owners/property owners who have enrolled in this program are responsible for mounting the lights, maintenance and reporting to us so we can add it to our asset map.

Markie would like to make a motion to spend \$450.00 (with HST) on new metal mailboxes for businesses/property owners enrolled in our program.

Business owners/property owners who have enrolled in this program are responsible for mounting the mailboxes, maintenance and reporting to us so we can add it to our asset map.

MOVED BY: Markie Tucker | **SECONDED BY:** Pete Mazza | **IN FAVOUR:** Chantel Russette, Zorica Rainone, KB | **ABSTAINED:** Laura Tucker (out of the country), Sean Pawluck

MOTION CARRIED

CALL TO ORDER: 8:59 AM By Laura

APPROVAL OF THE MINUTES

MOTION: Laura Tucker **SECONDED BY:** Pete Mazza

MOTION CARRIED

ADDITIONS TO/APPROVAL OF THE AGENDA

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

All in favour. **MOTION CARRIED**

CHAIR UPDATE

We want to give a warm welcome to our new treasurer Sean Pawluck who is the manager at TD Bank. We are very excited to have him join our board and believe he will be a great asset for our BIA.

COORDINATOR UPDATE

Mural Maintenance: All six murals may need to have maintenance; they belong to the city, but the BIA is in charge of maintaining them. We should have money in the budget to take care of some maintenance and going forward, we will be designating some of the budget towards that for the future.

Candyce did contact the artist, and she's off work due to medical, I but will come and check them out when back to work.

TWEPI: Candyce reached out and had a great meeting with Jason Toner. We have been added to the booklet for \$200, which are located at most local businesses for tourism. TWEPI does have a booth available for us during their Staycation event at the Devonshire mall if we choose to have a booth for our BIA.

COUNCILLOR UPDATE - Jo Anne Gignac

Jo Anne stated that she understands the hard time that small businesses are having these days and they're fighting to keep our taxes inline. There are a lot of challenges within the city, and said whenever there is an opportunity where she can help out our BIA to please let her know.

FINANCIAL UPDATES

Banking update, everything is in line at the bank and we have Chantel and Sean added to the account. Our current signing officers on the bank account are; Markie, Laura, Chantel and Sean. Sean will make sure that everything is paid on the credit card when Candyce requests him to do so.

Financial Audit - Nauman is going to make sure everything is done up to February 15th 2026 for the AGM. Candyce will pick up any remaining documents for the BIA from Nauman once things are wrapped up.

COMMITTEE UPDATES

Membership Committee

Spring social - We are looking at once again hosting a member social in May - we have tentatively selected Tuesday May 26th as our date and once details are released we will inform our members. If within our budget we may host two this year as well as our AGM because we like to keep our BIA members in contact with the board and one another. There is a suggestion of having a guest speaker attend.

Marketing Committee

City of Windsor Event Meeting Update - Natalie at the City of Windsor has been in touch with Candyce, open streets will be hosted in our area this year, and she will be keeping Candyce in the loop for this event.

Monthly Newsletter - Christina McWilliams has been working with us for a while on our newsletter and Candyce has learnt enough from Christina as well as shadowing Markie on her businesses newsletter to take it over from here on out. We are going to use Email Octopus going forward and Candyce's will to take this role on.

Laura motions to get the Email Octopus for 12.99 a month

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

Branding Photos: Anthony Sheardown who previously did some photography for the BIA has reached out to see if we need anything more from him. At this current time we do not, but we are more than happy to share his details with any of the businesses in our district.

Laura suggests he could come out to the May social to photograph the event.

Selfie Frame - It was a new initiative, and we had 10 people submit photos as per the contest rules to win a \$100.00 giftcard. Pete said he noticed a lot of people use the frame despite lack of contest participation. We talked about possibly moving it around the BIA for the year to come. Pete will be storing the frame in the off-season.

Policy & Advocacy Committee - No updates.

Beautification/Maintenance Committee

Planters - We obtained quotes from both Anna's and Bex Design co for our Spring and Summer planters.

Spring Planter quotes: Anna's \$5,400, BEX \$4,600

Summer Planter quotes: Anna \$6,688 , BEX \$8,249 (including bi-weekly non-negotiable maintenance package)

Laura motions to proceed with BEX for spring planters.

MOTION: Laura Tucker | **SECONDED BY:** Pete Mazza | **IN FAVOUR:** Chantel Russette, Zorica Rainone, Laura Tucker, Sean Pawluck | **ABSTAINED:** Markie Tuckett

Laura moves to proceed with Anna's Flowers at \$6,688.88, and purchase fertilizer for Dana/Ramone to use with the watering cart.

MOTION: Laura Tucker | **SECONDED BY:** Pete Mazza | **IN FAVOUR:** Chantel Russette, Zorica Rainone, Laura Tucker, Sean Pawluck | **ABSTAINED:** Markie Tuckett

The board asked if Candyce could inquire with Ramone about fertilizer and maintenance for the summer months.

Security Lighting/mailboxes : Members seem to be loving these types of projects. When Candyce dropped off lighting/mailboxes, we asked for the recipient to sign-off on a form indicating they will be in charge of installation and a deadline of when these items are to be installed.

Storage Locker has been updated with the new credit card.

Candyce mentioned that we have a lot of things that need to be put in this shed and our current assets do not fit so we are looking into purchasing a larger one. Candyce priced out a bigger shed from Canadian Tire which was about \$799.00 + HST (pick-up only, not assembled. We will keep the smaller one just in case it's needed. More research to be done.

Email discussion/motion to follow.

Banner Maintenance: Candyce reached out to Enwin to have them come and fix the banners that have broken brackets. The trucks are hitting them and we're asking to have the banners to be brought up higher so they no longer get hit off. This should get us free fixing on our poles, Enwin should come out if not they have volunteers at the legion to help with his fixing.

Salt Bins - Extra bags of salt have been delivered by Chantelle and her husband to all participating businesses.

Planter Elimination: Electronic discussion/motion to follow meeting.

Window Washing: Phil comes around to do all the windows, but he seems not to be doing well health-wise. We would like to offer/ask Dana to wash the windows while he's already doing our BIA maintenance. Candyce will ask Dana if he would like to do a Spring clean-up of the windows and planter boxes once the planters have been taken out. This will give Dana a trial to see if windows are something he could continue to do.

Laura motions to ask Dana to wash and clean the windows while the planters are out as a test run and wash the actual planters as well. We will need to get him supplies for this task.

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

Window Painting: Residents and businesses loved the artwork, but some businesses didn't like how they removed the art with a razor blade. The total cost of the winter window painting was \$4,600, with 19 businesses participating. Candyce said she spoke to Renee from Riviera Pizza and she suggested a reusable wreath for every business door instead of painting for next year. The board is going to explore options in the Fall.

Events Committee

Open streets: September 20th 2026

It's a big street closure event that we get to be a part of and in our previous year of hosting, we had a great turn out but this year we want to use what we have from the previous year and possibly add some new things as well. We will save that conversation for our upcoming meetings and perhaps form a committee.

NEW BUSINESS: Zorica asked Jo Anne if there was ever a possibility of a cross walk/lights around Jefferson/Reedmeer. Jo Anne said to touch base with the city's traffic department to request it be reviewed.

NEXT MEETING & ADJOURNMENT

Markie Motion to end our monthly board meeting.

Moved By: Markie Tuckett | **SECONDED BY:** Pete Mazza | **IN FAVOUR:** Laura Tucker, Zorica Rainone, Chantel Russette, Sean Pawluck

MOTION CARRIED

Markie motioned to conclude the meeting at 10:16am.

Moved By: Laura Tucker | **SECONDED BY:** Chantel Russette | **IN FAVOUR:** Laura Tucker, Zorica Rainone, Chantel Russette, Sean Pawluck

MEETING ADJOURNED.

Next Meeting Date:

March 10th 2026 @ 9AM

Location: Timber+Plumb

5640 Wyandotte St. E.