



MEETING MINUTES | MARCH 2026

Date: March 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) KB Singh (Director)

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

CALL TO ORDER: 9:01 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

BIA Meet-up - It was a great turnout, so many faces from all different BIA's across the city joined us at the Thompson house on Thursday, March 5 2026.

COORDINATOR UPDATE

Tourism Windsor-Essex Pelee Island (TWEPI) - Being part of TWEPI we have the opportunity to attend the Staycation Expo at Devonshire mall. This is an opportunity for us to have a rotating table with all different businesses in our Olde Riverside BIA, along with any information about our BIA and what we offer.

Event Name : Staycation on April 24-25 (In front of old Hudson Bay)

KB & Zorica are both very interested! Candyce will send out an email to all businesses with the info to see who will like to join in.

COUNCILLOR UPDATE - Jo Anne Gignac

Construction season is now here, Riverside Drive will be unavailable in certain locations of our Riverside area. We will be seeing large construction around St. Rose due to the pumping station. Which will mean high traffic on Wyandotte St., E.

FINANCIAL UPDATES

Financial Update

A breakdown of our latest financial: Dana, Candyce and storage unit all paid. Lighting project over \$1,000 & Winter salt \$425

Sean is making sure that the Visa is paid every time he receives a Visa statement.

Quick Books Request: Sean Motions to purchase QuickBooks App, having this app will make finances for the BIA easier. Purchasing this app is in the budget.

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

KPMG : Candyce is still working with Nauman for the KPMG Audit. Nauman is asking for all cheques from the past year, Candyce will be going today to meet with him to give him the cheques.

COMMITTEE UPDATES

Membership Committee

BIA Coffee Social: Tuesday May 5th 2026 at Timber + Plumb

Candyce reached out to 2 different representatives, one from the small business center and one from the City of Windsor, to come join us to chat businesses in the BIA regarding a range of topics. She will confirm who is coming once they confirm their attendance.

Marketing/Advertising Committee

BIM Meet Up: Candyce is working on creating a template for our newsletter so she can take care of that task going forward. Candyce is asking to hire Molly from Red Piston (the company that created our website) to create a template on email octopus.

Laura Motions to hire Molly from Red Piston to format a newsletter template on Email Octopus

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

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

We are taking part in this year's open streets, we planned for this in the budget.

We're thinking of doing our Slices Of Olde Riverside passports. Instead of a month-long event like we did this past summer, we would only do this for the one day event. Markie mentioned we offer a scavenger hunt to participants on the day of Open Streets with a similar style vibe as the passports.

Markie mentioned the grant program we previously offered for the businesses here became complicated and the full interest of members was not there. So instead, we would offer them things like: our bubble machines, chalk, and the live entertainment that we would like to bring back this year. For those who are interested in participating in the open streets.

Also a scavenger hunt throughout the bia, for those partaking in the open street. Making a scavenger hunt throughout our BIA while walking through the open streets. Winners can receive gifts like : bubble wands, gift cards, etc.

We will be reaching out to the live music options that we had at our last open streets festival to attract people to stay in and shop in Olde Riverside.

Candyce would like to have a small event group for Open Streets, the small group will help plan the event and promote it. Meeting up a couple times before the event to plan everything.

Chantel Russette, Kb Singh, Laura, Zorica, Marko are volunteering to be on the Open Streets committee.

Marko is allowing us to use his parking lot for Open Street as well, which it's under our insurance already too.

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

Policy & Advocacy Committee - No updates.

Beautification/Maintenance Committee

Garden Beds: Candyce met with Mike Murphy and talked about the garden beds, people are taking apart and vandalizing our garden beds, which will need fixing for spring. Candyce also called 311 for the garden beds to be fixed immediately. Mike has been tasked with this project to get them fixed.

Candyce walked around with Roman, they looked at the gardens to see which need to be loved more for this upcoming season. This is a group task with both the city and Roman.

Banners: Candyce has been in touch with Enwin about the banners for fixing the ones that are broken from being hit by trucks. They can't fix them on their own time but they have plans to come to fix them.

It was suggested to move the banners up higher so the trucks do not hit them anymore. This may be done when they go to add the November banners for legion. A lot of banner brackets are broken and the banners are hanging throughout the BIA and this is a safety hazard and also does not look good at all.

This will have to be a conversation with Marty from the legion since the banner project is huge in our area. But putting them higher is something we need to think about or taking them right off (those that are broken). Candyce will arrange for that meeting.

Environmental Service Update - Jim Leether: Candyce is meeting up with Jim today to talk about garbage & recycling.

Shed: We're looking for a shed for all of our outdoor stuff.

Candyce has looked into companies for purchase along with companies that can build the shed for us. Markie suggested just getting another storage flip-up lid shed like the one we have now to add more storage for our gardening items thus would be much less costly than a full size shed but will do what we need.

The Handyman company would build and do everything for \$650.00 not including the stones. With the stones \$2,235.00 and the shed alone would be \$904.00

Pete will house the second storage flip-up lid shed on his property. We will need another lock for it and Pete confirmed his employee Mark to build it for us.

Markie motions \$500 for another small shed to build.

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

Beautification/Maintenance Committee

Planters - All winter planters have been removed, Dana will be cleaning all planter boxes.

All planters will be put in for spring at the end of April, weather permitting.

Window Cleaning: We asked Dana to do window cleaning throughout the BIA, Candyce is going to walk through what we are asking when it comes to window cleaning. Markie suggested we make a check list for Dana to help with what we are asking him to do.

Power Washing: We are inquiring about someone to come power wash the bia sidewalks before summer. When at the BIA meet up, we spoke with Sandwich town who hired the company Men in Kilts.

Candyce is going to reach out to Men in Kilts for 2 quotes to power wash sidewalks, and sidewalks with planters power washed together.

Insurance Renewal - Ives Insurance (Navacord): We have to do this, \$1,950 is budgeted for this year. This comes out monthly.

BIA Clean-up - Earth Day: At the BIA meet up, they talked about really wanting all the BIAs to come together and do something for the city. Earth Day clean up was a big talk. With us not having much garbage pick up since we have Dana who is paid for weekly cleanup. With that being said, we don't want to take away from Dana.

NEW BUSINESS: Pork Restaurant - opening their doors soon!

New Member/Roles:

Marko would like to join the BIA board as a director, Laura motions to vote Marko in the board as a director.

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

Laura motioned to conclude the meeting at 10:19am.

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

MEETING ADJOURNED.

Next Meeting Date:

April 14th 2026 @ 9AM

Location: Timber+Plumb

5640 Wyandotte St. E.