**Minutes of a Regular General Meeting of the**

**Town of Tecumseh Business Improvement Area (TOTBIA)**

Date: Wednesday, June 17, 2026
Time: 6:00 pm
Location: Tecumseh BIA Office
12122 Tecumseh Rd. E. Unit 2
Tecumseh, ON

Present:
Chair, Eddy Hammoud
Director, Heba Al-Faouri
Director, Leo Demarce
Director, Carlyn Bistany
Director, Jeanine Jordin
Director, Anne Waters
Councillor, James Dorner
Amanda Sampson

Absent:
Treasurer, Jelena Riberdy
Councillor, Brian Houston (Liaison)

Also Present:
BIA Coordinator, Julie McShee

## A. Call to Order

The meeting is called to order at 6pm by Eddy Hammoud, Chair.

## B. Roll Call

## C. Disclosure of Pecuniary Interest

No disclosure at this meeting.

## D. Communications

### 1. TOTBIA Board of Management Meeting Minutes

The minutes from the May Board meeting were approved.

**Motion: BBM- 23/26**

Moved by Director, Anne Waters
Seconded by Amanda Sampson

**THAT** the May 27, 2026 regular general meeting minutes of the Town of Tecumseh Business Improvement Area as were delivered to the members, **be adopted**.

Carried

## E. Reports

**Motion: BBM- 24/26**

Moved by Director, Anne Waters
Seconded by Director, Jeanine Jordin

**That** all reports as presented to the Board, **be approved**.

Carried

### 1. Chair Report

The Chair presented his monthly report.

### 2. Treasurer Report

In the absence of the Treasurer, the Manager presented the Treasurer's report on the month end financials.

### 3. Manager's Report

The Manager presented her monthly report.

### 4. Council Report

Councillor Dorner provided an update on Council activity.

Multi-use trail should be finalized within next few days. The pumping station work along Riverside Dr will be done in next month. The Alzheimer's Society is building their headquarters on town property north of the arena. It is a partnership project with the Town.

### 5. Committee Reports

a. Marketing Committee

In the absence of a Marketing Chair, the Manager presented the monthly report.

b. Events Committee

The Events Chair presented the monthly report.

## F. Unfinished Business

### 1. Nominations for Open Positions

The vacancies were discussed and members of the Board volunteered to take on the positions.

**Motion: BBM- 25/26**

Moved by Director, Jeanine Jordin
Seconded by Director, Leo Demarce

**THAT** the Board elect the following Directors to fill the vacant positions for the remainder of the term:

Vice Chair:Carlyn Bistany
Chair of Beautification Sub-Committee: Amanda Sampson
Chair of Marketing Sub-Committee: Heba Al Faouri

**AND THAT** staff forward the names and positions to the Town's Clerk's Department.

Carried

**2. Tango Commercial District Banner Launch Event**

The new commercial district banners designed by Tango were discussed with an update on the project being shared regarding the launch event on Monday June 29th at 11am.

**3. Municipal Election and BIA Questionnaire for Candidates**

The Manager shared the updated questionnaire that was prepared for the municipal candidates running for election. The Board agreed to have it shared with candidates running for election for Tecumseh Town Council.

## G. New Business

BIA operations will include staff's employment contract will will include benefits (provided by OBIAA) and future performance reviews will be dictate the salary raise.

**1. Main Street Assessment Report (CUI)**

The Main Street Assessment Report presentation hosted by OBIAA and CUI was shared with the Board. The opportunity provided to the Tecumseh BIA was presented in addition to the cost and discount applied through OBIAA to participate in the reporting program.

**Motion: BBM- 26/26**

Moved by Director, Leo Demarce
Seconded by Director, Heba Al-Faouri

**THAT** the Board of Directors approve the purchase of the Mainstreet Assessment from Canadian Urban Institute for a total of $2,000 from the 2026 operating budget, HST refund;

A**ND THAT** staff approach the town and local Tecumseh Real Estate Brokers to contribute to the overall cost in exchange for the information.

Carried

**2. Twinkling Lights Night Market 2026**

The Board discussed potential locations to host the 2026 Twinkling Light Night Market event. The Board is in favour of approaching the Legion and see if we can work with them for September 11th.

**3. Manager Update**

Chair confirmed that the health and dental benefits would be permanently part of the compensation for the Manager.
Future reviews including performance and salary would be conducted annually as per the employment contract.

## H. Next Meeting

The next regular general meeting is scheduled on July 15th, 2026 at 6:00 pm and is currently scheduled to be held in person.

## I. Adjournment

**Motion: BBM- 27/26**

Moved by Director, Anne Waters
Seconded by Director, Leo Demarce

**That** there being no further business, the June regular board meeting of the Town of Tecumseh Business Improvement Area **be adjourned** at 6:46 pm.

Carried

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Eddy Hammoud, Chair

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Julie McShee, BIA Manager