



## City of Hamilton

# BUSINESS IMPROVEMENT AREA ADVISORY SUB-COMMITTEE

**Meeting #:** 19-001  
**Date:** January 15, 2019  
**Time:** 8:00 a.m.  
**Location:** Room 192, 1st Floor  
71 Main Street West

Angela McRae, Legislative Coordinator (905) 546-2424 ext. 5987

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Pages

**1. CEREMONIAL ACTIVITIES**

1.1 Greetings from Mayor Eisenberger

**2. APPROVAL OF AGENDA**

(Added Items, if applicable, will be noted with \*)

**3. DECLARATIONS OF INTEREST**

**4. APPROVAL OF MINUTES OF PREVIOUS MEETING**

4.1 December 11, 2018

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**5. COMMUNICATIONS**

**6. DELEGATION REQUESTS**

**7. CONSENT ITEMS**

**8. PUBLIC HEARINGS / DELEGATIONS**

**9. STAFF PRESENTATIONS**

9.1 2018 BIA Audits Update (No copy)

9.2 Graffiti Management Strategy Update (To be distributed)

9.3 Emergency Management and Preparedness Update (To be distributed)

**10. DISCUSSION ITEMS**

**11. MOTIONS**

**12. NOTICES OF MOTION**

**13. GENERAL INFORMATION / OTHER BUSINESS**

13.1 Verbal Update from Julia Davis, Business Development & BIA Officer

13.2 Statements by Members

**14. PRIVATE AND CONFIDENTIAL**

**15. ADJOURNMENT**



# Hamilton

## **BUSINESS IMPROVEMENT AREA ADVISORY COMMITTEE MINUTES 18-010**

**8:00 a.m.**

**Tuesday, December 11, 2018**

**Room 264**

**Hamilton City Hall**

**71 Main Street West**

**Present:** Councillor Esther Pauls (Chair)  
Susan Pennie – Waterdown BIA (Acting Vice-Chair)  
Tony Greco – Locke Street BIA  
Susie Braithwaite – International Village BIA  
Cristina Geissler – Concession Street BIA  
Maggie Burns – Ottawa Street BIA  
Rachel Braithwaite – Barton Village BIA  
Lisa Anderson – Dundas BIA  
Bender Chug – Main West Esplanade BIA

**Absent:** Jennifer Mattern – Ancaster BIA  
Tracy MacKinnon – Westdale Village BIA and Stoney Creek BIA  
Anne Marie Bergen – King West BIA  
Kerry Jarvi – Downtown Hamilton BIA

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### **THE FOLLOWING ITEMS WERE REFERRED TO THE GENERAL ISSUES COMMITTEE FOR CONSIDERATION:**

**1. Appointment of Chair and Vice-Chair (Item 1)**

**(Geissler/Greco)**

- (a) That Councillor E. Pauls be appointed as Chair; and,
- (b) That a rotating Vice-Chair, be approved.

**CARRIED**

### **FOR INFORMATION:**

**(a) CHANGES TO THE AGENDA (Item 2)**

The Committee Clerk advised that there were no changes to the agenda.

**(R. Braithwaite/Pennie)**

That the agenda for the December 11, 2018 Business Improvement Area Advisory Committee meeting be approved, as presented.

**CARRIED**

**(b) DECLARATIONS OF INTEREST (Item 3)**

There were no declarations of interest.

**(c) APPROVAL OF MINUTES OF PREVIOUS MEETING (Item 4)**

**(i) November 13, 2018 (Item 4.1)**

**(Greco/S. Braithwaite)**

That the November 13, 2018 Minutes of the Business Improvement Area Advisory Committee be approved, as presented.

**CARRIED**

**(d) STAFF PRESENTATIONS (Item 9)**

**(i) Digital Main Street Grant Program – Application Update (Item 9.1)**

Kristin Huigenbos, Co-ordinator, Small Business Enterprise Centre, addressed the Committee respecting Applications for the Digital Main Street Grant Program with the aid of a presentation. This presentation has been added to the official record.

**(R. Braithwaite/Pennie)**

That the staff presentation from Kristin Huigenbos, respecting Applications for the Digital Main Street Grant Program, be received.

**CARRIED**

A copy of the presentation is available on the City's website or through the Office of the City Clerk.

**(ii) Hamilton Immigration Partnership Council (HIPC) – 2018 Update (Item 9.2)**

Sarah Wayland, Senior Project Manager HIPC, addressed the Committee respecting an update on the Hamilton Immigration Partnership Council with the aid of a presentation. This presentation has been added to the official record.

**(R. Braithwaite/Chug)**

That the staff presentation from Sarah Wayland respecting an update on the Hamilton Immigration Partnership Council, be received.

**CARRIED**

A copy of the presentation is available on the City's website or through the Office of the City Clerk.

**(iii) 2019 Canadian Open Participation (Item 9.3)**

Mark Bowden, Senior Project Manager, Tourism and Culture, addressed the Committee respecting the 2019 Canadian Open, with the aid of a presentation. This presentation has been added to the official record.

**(Greco/Geissler)**

That the staff presentation from Mark Bowden respecting 2019 Canadian Open, be received.

**CARRIED**

A copy of the presentation is available on the City's website or through the Office of the City Clerk.

**(e) GENERAL INFORMATION/OTHER BUSINESS (Item 13)**

**(i) Update from Julia Davis, Business Development & BIA Officer (Item 13.1)**

Julia Davis welcomed Councillor Pauls to the BIA Advisory Committee.

Julia provided an update from the Accessible Ontario and Ontario BIA Association (OBIAA) presentation that happened in November at the Hamilton Public Library. She advised the Committee that a helpful Handbook has been created for the BIA's on Accessibility for Ontarians with Disabilities Act (AODA) Compliance. She also suggested visiting the [accessontario.com](http://accessontario.com) website as there are several resources there.

Julia requested that BIA members send her their Board meeting minutes from 2018 and to submit to her any nominations for the Property Excellence Awards. Additionally, Julia reminded the Committee to submit to her any receipts for the Christmas Grant Program.

Julia advised that the Open for Business Sub-Committee (O4B) requires one of their Official Advisors to be a member of the BIA Advisory Committee and Tony Greco offered to be the representative.

**(Geissler/Greco)**

That the verbal update from Julia Davis, Business Development & BIA Officer, be received.

**CARRIED**

**(ii) Statements by Members (Item 13.2)**

BIA Members used this opportunity to discuss matters of general interest.

**(f) ADJOURNMENT (Item 15)**

**(S. Braithwaite/Burns)**

That there being no further business, the Business Improvement Area Advisory Committee be adjourned at 9:44 a.m.

**CARRIED**

Respectfully submitted,

Councillor Esther Pauls, Chair  
Business Improvement Area  
Advisory Committee

Angela McRae  
Legislative Coordinator  
Office of the City Clerk