



Hamilton

BUSINESS IMPROVEMENT AREA ADVISORY COMMITTEE

MINUTES 19-007

8:00 a.m.

Tuesday, July 9, 2019

Rooms 192 & 193

Hamilton City Hall

71 Main Street West

Present: Councillor Esther Pauls (Chair)
Rachel Braithwaite – Barton Village BIA
Tracy MacKinnon – Westdale Village BIA and Stoney Creek BIA
Susie Braithwaite – International Village BIA
Jennifer Mattern – Ancaster BIA
Heidi VanderKwaak – Locke Street BIA
Bender Chug – Main West Esplanade BIA
Susan Pennie – Waterdown BIA
Kerry Jarvi – Downtown Hamilton BIA

Absent: Cristina Geissler – Concession Street BIA
Anne Marie Bergen – King West BIA
Catherine Johnston – Ottawa Street BIA
Lisa Anderson – Dundas BIA

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

1. Ancaster Village Business Improvement Area Expenditure Request (Item 11.1)

(Mattern/Chug)

That the expenditure request from the Ancaster Village Business Improvement Area in the amount of \$5,778.55 for spending on flower planters and baskets to be funded from the Community Improvement Plan (CIP) Contribution Program (BIA Payments Account 815010-56905); be approved.

CARRIED

**2. International Village Business Improvement Area Expenditure Request
(Added Item 11.2)**

(S. Braithwaite/Pennie)

That the expenditure request from the International Village Business Improvement Area in the amount of \$25,298.04 for the following projects, to be funded from the Shared Parking Revenue Program (Parking Revenue Account 815010-45559):

- (i) \$14,195.65 for Victorian Night in the Village; and,
- (ii) \$11,102.39 for marketing and promotion of the International Village Business Improvement Area; be approved.

CARRIED

FOR INFORMATION:

(a) CHANGES TO THE AGENDA (Item 2)

The Committee Clerk advised of the following changes to the agenda:

1. DISCUSSION ITEMS (Item 10)

10.3 Letter of Support for the 2SLGBTQ+ Community

2. NOTICES OF MOTION (Item 12)

12.1 International Village Business Improvement Area Expenditure Request

(R. Braithwaite/Mattern)

That the agenda for the July 9, 2019 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) June 11, 2019 (Item 4.1)

(R. Braithwaite/Chug)

That the June 11, 2019 Minutes of the Business Improvement Area Advisory Committee be approved, as presented.

CARRIED

(d) DISCUSSION ITEMS (Item 10)

(i) Shop Small Saturday Event (Item 10.1)

The Committee discussed the Shop Small Saturday Event scheduled for November 30, 2019. Funding from the Main Street Revitalization Program has been allocated to this event for collateral for the BIA's. The Committee also discussed potential themes for promotion of the event.

(Mattern/MacKinnon)

That the discussion respecting Shop Small Saturday Event, be received.

CARRIED

(ii) Small Business Week Events / Workshops (Item 10.2)

The Committee discussed the Small Business Week Events / Workshops which are scheduled for the week of October 20 – 26, 2019. Julia Davis asked for feedback as to whether the BIA's would like to have one-day seminars provided for their members. Committee members provided suggestions on topics that would be helpful for their businesses. The Committee also discussed having posters for all of the BIA's displayed in City Hall for the week.

(Jarvi/VanderKwaak)

That the discussion respecting Small Business Week Events / Workshops, be received.

CARRIED

(iii) Letter of Support for the 2SLGBTQ+ Community (Added Item 10.3)

(Pennie/S. Braithwaite)

That the discussion respecting a Letter of Support for the 2SLGBTQ+ Community, be received.

CARRIED

(e) NOTICES OF MOTION (Item 12)

(i) International Village Business Improvement Area Expenditure Request (Added Item 12.1)

Susie Braithwaite introduced her notice of motion respecting the International Village Business Improvement Area Expenditure Request.

(S. Braithwaite/Pennie)

That the rules of order be waived to allow for the introduction of a Motion respecting the International Village Business Improvement Area Expenditure Request.

For disposition of this matter, refer to Item 2.

(f) GENERAL INFORMATION/OTHER BUSINESS (Item 13)

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

Julia Davis advised Committee that the BIA's have all received their Shared Parking Revenue and Community Improvement Plan (CIP) Contribution Program numbers. Spending requests need to be submitted in writing to Julia before the December 10, 2019 meeting.

Julia advised that she will be in contact with the individual BIAs to do a walkthrough of each BIA to see how things are going. Julia asked Committee members to contact her if they would like her to attend an upcoming Board Meeting.

Julia advised the Committee that the City is looking into purchasing a pedestrian counter to be used throughout the BIA's to track pedestrian traffic during events.

(Pennie/Jarvi)

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

CARRIED

(ii) Statements by Members (Item 13.2)

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

(Mattern/Chug)

That the updates from Committee Members, be received.

CARRIED

(g) ADJOURNMENT (Item 15)

(S. Braithwaite/MacKinnon)

That there being no further business, the Business Improvement Area Advisory Committee be adjourned at 9:21 a.m.

CARRIED

Respectfully submitted,

Councillor Esther Pauls
Chair Business Improvement Area
Advisory Committee

Angela McRae
Legislative Coordinator
Office of the City Clerk