

**MINUTES OF MEETING**  
**HAMILTON ASSOCIATION OF BUSINESS IMPROVEMENT AREAS**  
**(H.A.B.I.A.)**  
**Tuesday April 10, 2012**  
**8:00 A.M.**  
**71 Main Street West, 2nd Floor, Room 264**

<b>Present:</b>	Councillor Whitehead	Chair
	Kathy Drewitt	Downtown Hamilton BIA
	Leah Higen	Ancaster BIA
	Shelly Wonch	Barton Village BIA
	Wilf Arndt	Waterdown BIA
	Connie Behie	Stoney Creek BIA
	Susan Braithwaite	International Village BIA
	Lynn Page	Concession Street BIA
	Tony Greco	Locke Street BIA
	Darlyne Mills	Co-Chair
	Elisha Proietti	Ottawa Street BIA
<b>Also Present:</b>	Ed DeVries	Public Works
	Mary Gallagher	City Clerks
	Vince Ormond	Municipal Law Enforcement
	Eileen Maloney	Urban Renewal
<b>Regrets:</b>	King Street BIA	
	Leah Brouwers	Dundas BIA
	Grant Valley	Westdale Village BIA
	Patty Despinic	Ottawa St. BIA

The meeting was called to order at 8:00 a.m.

**1. Welcome and Introductions**

Attendees introduced themselves.

**2. Round Table Updates**

**(a) Kathy Drewitt, Downtown Hamilton BIA**

K. Drewitt distributed copies of the Downtown Hamilton's Restaurant Guide. The Downtowner Magazine will be distributed on May 1, 2012.

**(b) Susan Braithwaite, International Village BIA**

'Night in the Village' will be launched on May 4, 2012, 7:00 – 9:00 p.m. and will be held on the first Friday of each month, May – September. They are planning a Theatrical/Musical Event for an evening. 'Music in the City' will take place at Ferguson Station in July and August. A new bookstore is opening and monthly readings will be featured.

**(c) Tony Greco, Locke St. BIA**

They have a few vacancies on the 2<sup>nd</sup> level of properties; all the ground level space is full.

**(d) Leah Higgins, Ancaster BIA**

Leah advised that Hanley's Men's Wear is moving to a new location that was known as the Ball Room in the Union Hotel on Wilson St. Michael Marini will be filming a tour of the BIA during the Canadian Open. The BIA will be more involved with the Heritage Days events this year.

**(e) Wilf Arndt, Waterdown BIA**

A lawyer is locating in the BIA; this will be a first. They will be hosting a Wine, Dine and Win "Coupon Days" May 14 – 20, 2012. When you visit a participating restaurant, you will have the opportunity to win a coupon to one of the restaurants. The Waterdown BIA is working on a Farmer's Market. They have placed 8 new floral containers within their area, and a metal Christmas tree has been designed and will be placed on top of the containers during the winter. The American House has been sold to local residents and has opened at the Mill St. & 5/American House. The Mounted Police officers visited Waterdown last week. They will be hosting 'Movies in the Park' on July 15, August 5, and August 24, 2012.

**(f) Connie Behie, Stoney Creek BIA**

C. Behie advised that their Vice-chair and herself are sitting on a bicentennial committee. They will work on bringing events to the area. A picnic will be held on July 22 and they will be painting the fire hydrants to look like soldiers.

Vacancies within their area have been filled. Their new website will be launched shortly; a business within their area has developed it.

**(g) Lynn Page, Concession St. BIA**

They have started preparation for Street Fest; they have not had the event since 2008. They are looking to set a world record for the largest gathering of kazoo players. The current record is 5190, the event will be held on June 2, 2012 at 2:00 p.m.

**(h) Shelly Wonch, Barton Village BIA**

The Barton Village BIA has a new Chair. They have begun a beautification project and have ordered new planters and new bike racks will be installed. Their 'Good Times Celebration' has been cancelled. The BIA will collaborate with community events and they participated in an Easter egg hunt.

**(i) Elisha Proietti, Ottawa St. BIA**

They held an Easter event on the weekend; participants were provided a map to find eggs inside the stores. They will be hosting the second 'Sew Hungry' event on May 4, 2012, 11:00 a.m. – 3:00 p.m. It will be the biggest food truck event in Canada.

**(j) Darlyne Mills, Dundas BIA**

D. Mills announced that their Easter event was fantastic, with lots of people attending. Starbucks has opened in their area.

**(k) Ed DeVries, Public Works**

E. DeVries advised that Public Works will be fixing tree pits within the downtown. Staff will contact the relevant BIAs to advise when the work will be done.

**3. Information Update Report****BIA By-law**

E. Maloney advised the group that the BIA By-law would be presented at the GIC meeting on May 2, 2012.

**Open for Business Review Sub-committee**

E. Maloney reminded the group that the Open for Business Review Sub-committee will be hearing from delegates at their meetings on April 11 and 25, 2012. The delegates will be providing information about positive and negative experiences.

**4. Minutes of the Meeting held February 14, 2012**

It was MOVED by D. Mills SECONDED by C. Behie that the minutes of the meeting held February 14, 2012 be approved, CARRIED.

**5. This item was deferred to later in the meeting****6. Transforming and Revitalizing Downtown Summit, Kathy Drewitt**

G. Norton was unable to attend the meeting. K. Drewitt advised the group that the summit will be held in June and approximately 250 delegates will be attending. It was requested that E. Maloney send further information to all.

ACTION: E. Maloney will send information electronically to the BIAs.

**7. Group Discussion – Feedback on the Award of Excellence Program, the BIA Award Reception and the Celebration of Business Event**

Feedback provided by the group was very positive. The afternoon presentation was very well received. The following items were identified for future consideration.

- More recognition to the BIAs during the evening event with the Chamber.
- A representative from one of the BIAs to provide information about BIAs during the evening piece. Perhaps the video clip could provide more information.
- The BIA recipients should have been recognized and identified during the evening piece.

A sub-committee of HABIA was established and will comprise, Susan Braithwaite,

Shelly Wonch, Tony Greco, Connie Behie and Elisha Proietti. E. Maloney will be meeting with representatives from the Hamilton Chamber of Commerce and the Small Business Enterprise Centre to provide and receive input respecting the partnership for the full day event. A meeting with the HABIA sub-committee will follow.

#### **2016 OBIAA Conference BID**

E. Maloney will be attending the 2012 OBIAA Conference April 22 – 24, 2012 and will inquire about the bid process.

### **8. Other Business**

#### **Appointment of HABIA Rep for the Clean City Liaison Committee**

The members of HABIA requested that the Chair of the committee attend the next HABIA meeting to provide information about the committee.

ACTION: E. Maloney will contact the City Clerks Department to request the attendance of the committee member at the next HABIA meeting.

### **9. The Status of HABIA, Mary Gallagher**

M. Gallagher advised the group that HABIA is a sub-committee of Council reporting to the General Issues Committee (GIC). All minutes of the sub-committee are to be submitted to GIC and everything is to be approved by Council. M. Gallagher reviewed the terms of reference that were previously prepared for HABIA and it was noted that a vote cannot be conducted by secret ballot, it must be in an open session. As a sub-committee, HABIA would provide input to City Council and share information. As a sub-committee member, you would be required to advise if there was a declaration of interest if any business of HABIA would benefit or cause a financial loss to you. The group discussed the consensus model and questioned if this was the structure of a sub-committee of Council.

As an outside Board, HABIA would not directly report to Council.

The members of HABIA asked M. Gallagher to attend the May HABIA meeting and provide information respecting the governance of a sub-committee and the governance of an outside board; outlining the difference between the two bodies.

ACTION: M. Gallagher will attend the May meeting and provide the requested information.

### **5. Food Truck Update, Vince Ormond**

V. Ormond advised the group that the report had been moved forward. The report will be at the Planning Committee on May 15, 2012. It was noted that a copy of the report would be available to the BIAs a week prior to the committee date, allowing each BIA to review and request delegation status at the meeting if they wished.

V. Ormond also advised the group that a report respecting the Liquor License Review Process would be presented at the Planning Committee meeting on April 17, 2012. It was noted that staff were directed to provide the report as a follow

up to a report that had been presented to the Planning Committee on Nov. 22, 2011.

ACTION: E. Maloney will provide the BIAs with a link to the November 22, 2011 report for information purposes.

**10. Next Meeting**

**The next meeting is scheduled for May 8, 8:00 a.m. Room 264.**

**11. Adjournment**

The meeting adjourned at 10:30 a.m.

Eileen Maloney, BIA Coordinator, Urban Renewal Division