

**MINUTES OF MEETING**  
**HAMILTON ASSOCIATION OF BUSINESS IMPROVEMENT AREAS**  
**(H.A.B.I.A.)**

**Tuesday October 9, 2012**

**8:00 A.M.**

**71 Main Street West, 2nd Floor, Room 264**

<b>Present:</b>	Councillor Whitehead	Chair
	Leah Higen	Ancaster BIA
	Shelly Wonch	Barton Village BIA
	Kathy Drewitt	Downtown Hamilton BIA
	Patty Hayes	Ottawa St. BIA
	Susan Braithwaite	International Village BIA
	Marie-Louise Kallsen	Westdale Village BIA
	Connie Behie	Stoney Creek BIA
	Lia Hess	King Street West BIA
<b>Also Present:</b>	Mary Gallagher	City Clerks
	Ritta Nazi	Public Works
	Glen Norton	Urban Renewal
	Michael Marini	Economic Development
	Eileen Maloney	Urban Renewal
<b>Regrets:</b>	Lynn Page	Concession Street BIA
	Darlyne Mills	Co-Chair
	Wilf Arndt	Waterdown BIA
	Tony Greco	Locke Street BIA
	Sean Rosen	Main West Esplanade BIA

The meeting was called to order at 8:10 a.m.

**1. Welcome and Introductions**

Attendees introduced themselves.

**2. Round Table Updates**

**(a) Marie- Louise Kallsen, Westdale Village BIA**

The BIA collaborated with MacMaster University during the 'Open Streets' event. It was a good community event. They also collaborated with the AGH during the Film Festival. They are currently preparing the 'Winter Wander' event.

**(b) Lia Hess, King Street West BIA**

L. Hess advised that the King W. BIA is currently up and running and they have identified parking as a major concern.

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

H. Milsome and A. Waterfield from Urban Renewal recently visited the BIA and provided information respecting the proposed changes to the grant programs. The BIA is gearing up for the Santa Parade, which will be on December 1, 2012.

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

The gateways are being installed. Their website is being re-developed. Their AGM will be held on October 23, 2012.

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

Their Localicious Launch was a success and raised \$4,500 for the Art Gallery. The BIA is partnering with the AGH during the Film Festival. One hundred new banners have been placed in the downtown and 400 mums were planted in the pedestrian portion of Gore Park. The BIA will have a float in the Santa Parade which will be held on November 10, 2012. The Downtown Hamilton BIA is hosting a Regional OBIAA meeting on October 26, 2012. Their AGM will be held on November 6, 2012. The BIA has hired a new Marketing/Communication Coordinator.

**(f) Susie Braithwaite, International Village BIA**

They will be hosting a 'Victorian Night in the Village' on December 7, 2012. The event will include horse and buggies, apple cider and carollers. They are working on a festival for next fall. The International Village and the Downtown Hamilton BIA have participated in the King William Art Walk Expo; the event will display temporary art installations along King William and new benches that will be a permanent structure on the street.

**(g) Leah Higen, Ancaster BIA**

A video of the 'Heritage Walking Tour' will be posted on their website. An Action and Vision Statement was developed for the Ancaster BIA and it is also posted on the BIA website. The Tisdale House will open on November 3, 2012 as a Policing Centre. Their AGM will be held on October 15, 2012.

**(h) Patty Hayes, Ottawa St. BIA**

At their street sidewalk sale, they experienced a small flash mob that is on U tube. Bounty Hunter Toys has opened on the street and they feature retro toys. The Wrapping Room that was previously on Locke St has located on Ottawa St. They will be 'kicking off' the campaign for their new branding, 'Destination for Inspiration'. The campaign will include 4 Hamiltonians that will undertake a project using materials from stores within the BIA. The winner will receive a donation toward the charity of their choice. 'Sew Hungry' was a success, the attendance was up and 21 food trucks participated. P. Hayes advised the group that the event recently won an EDAC award for best promotional using social media. The event has also been nominated for a Tourism Ontario Award, the winners will be announced on October 23, 2012.

**3. Information Update Report**

**Special Events**

Meeting will be coordinated for the HABIA sub-committee and Staff representatives from the Community Partnership Program and the SEAT program to discuss the concerns that have been identified by several BIAs. It was noted

that the programs are administered separately and that separate meetings should be held with the respective group, hoping to schedule one after the other.

ACTION: E. Maloney will work with Councillor Whitehead to coordinate the meetings.

### **Kiosks**

An Information Report will be at the October 16, 2012 Planning Committee meeting to provide an update in respect to the pilot project.

### **Alleyway Study**

An electronic copy of the report that was presented to the Public Works Committee on June 19, 2012, the Alleyway Management Program – Development Study, had been sent to the BIAs and a hard copy was available at the meeting.

### **Food Trucks**

A. Fletcher advised that he would attend a meeting with the BIAs in the new year to develop a strategy on how he will review the specific needs of the each BIA. The group requested that he attend the November meeting to discuss current concerns pertaining to the food trucks.

ACTION: E. Maloney will request the attendance of A. Fletcher at the November 13, 2012 meeting.

#### **4. Minutes of the meeting held on September 11, 2012.**

It was MOVED by P. Hayes SECONDED by S. Wonch that the minutes of the meeting held September 11, 2012 be approved, CARRIED.

#### **5. Group Discussion**

##### **Advisory Committee Structure**

P. Hayes requested that Councillor Whitehead and Glen Norton provide input respecting the proposed structure.

Councillor Whitehead commented that the group would lose staff support if they existed as an autonomous board. As an advisory committee, they would have minutes prepared by the Clerk's Department and the agenda would be prepared by the Clerk's Department in consultation with the Chair.

G. Norton advised that he supported the Advisory Committee structure.

The BIAs in attendance at the meeting unanimously supported the terms of reference for the Business Improvement Area Advisory Committee.

ACTION: E. Maloney will advise the BIAs that were not in attendance and request their input. A report will be prepared to advise Council of the proposed Terms of Reference for the Business Improvement Area Advisory Committee.

##### **Delegation Requests**

Requests to attend and present to the BIAs at the monthly meeting will be sent to the Chair for consideration.

**6. Other Business**

**Future HABIA Guests**

Coralee Secore – Pan Am initiatives

Al Fletcher – Food Trucks

Andy Zimmerman- Tourism App

Kathy Dunn – Tourism, Awards and Ontario tourism opportunity to market BIAs

**The following requests were received for use of the operating budget grant and the revenue sharing grant.**

BIA	Operating Budget	Revenue Sharing
Stoney Creek	Streetscape	
Westdale Village	Beautification	
Barton Village	Beautification	

The request for Stoney Creek was MOVED by K. Drewitt, SECONDED by P. Hayes, CARRIED.

The request for Westdale Village was MOVED by C. Behie, SECONDED by P. Hayes, CARRIED.

The request for Barton Village was MOVED by P. Hayes, SECONDED by L. Hogens, CARRIED.

ACTION: E. Maloney will prepare the cheque requisitions.

**7. The next meeting is scheduled for November 13, 2012 8:00 a.m. Room 264.**

**8. Adjournment**

The meeting adjourned at 9:50 a.m.