



Hamilton

**BUSINESS IMPROVEMENT AREA ADVISORY COMMITTEE
MINUTES 17-001**

8:00 a.m.

Tuesday, January 17, 2017

Room 264

Hamilton City Hall

71 Main Street West

Present: Councillor Matthew Green (Chair)
Kerry Jarvi – Downtown Hamilton BIA (Acting Vice-Chair)
Lisa Anderson – Dundas BIA
Susan Braithwaite – International Village BIA
Rachel Braithwaite – Barton Village BIA
Anne Campagna – Westdale BIA
Sandra Clarke – Ottawa Street BIA
Cristina Geissler – Concession Street BIA
Lia Hess – King West BIA
Susan Pennie – Waterdown BIA
Suzanne Repei – Westdale Village BIA
Doug Sutherland – Stoney Creek BIA

Absent:
with regrets: Bender Chug – Main West Esplanade BIA
Tony Greco – Locke Street BIA
Jennifer Mattern – Ancaster BIA

FOR THE INFORMATION OF COMMITTEE:

(a) UPDATES FROM COMMITTEE MEMBERS (Item A)

Committee members used this time to provide updates on various activities and initiatives in their respective BIAs.

(b) APPROVAL OF AGENDA (Item 1)

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

1. ADDED ITEM OF GENERAL INFORMATION/OTHER BUSINESS

10.2 Feedback on the On-Street Patio Pilot Program

(R. Braithwaite/S. Braithwaite)

That the agenda for the January 17, 2017 Business Improvement Area Advisory Committee meeting be approved, as amended.

CARRIED

(c) DECLARATIONS OF INTEREST (Item 2)

Doug Sutherland declared an interest respecting any items relating to the Stoney Creek BIA as his wife operates a business in the Stoney Creek BIA.

(d) APPROVAL OF MINUTES OF PREVIOUS MEETING (Item 3)

December 13, 2016 (Item 3.1)

(S. Braithwaite/Hess)

That the December 13, 2016 Minutes of the Business Improvement Area Advisory Committee be approved, as presented.

CARRIED

(e) PRESENTATIONS (Item 7)

(i) Scott Plugers, Lois Ouellette and John Pryke, KPMG, respecting the Audit of 2016 BIA Financial Statements (Item 7.1)

Representatives from KPMG distributed information packages to assist the BIAs in completing their 2016 Financial Statements. The KPMG representatives answered questions from the Committee.

(Anderson/S. Braithwaite)

That the presentation from KPMG respecting the Audit of 2016 BIA Financial Statements, be received.

CARRIED

(f) GENERAL INFORMATION/OTHER BUSINESS (Item 10)

(i) Coordinator, Business Improvement Area, Information Update (Item 10.1)

Carlo Gorni, BIA Coordinator, provided the Committee with a verbal update. Mr. Gorni's update included, but was not limited to, the following:

- Reminder of the importance of having a pole agreement with Horizon Utilities so that items such as banners and wreaths can be properly installed
- The date for the BIA Awards of Excellence is March 28th, 2017 from 4-5 p.m. The event will take place at the Best Western C Hotel (adjacent to Carmen's)
- The Report on the BIA Branding Strategy is nearing completion and will most likely be going to the General Issues Committee in February
- Overview of the Planning and Economic Development General Manager's memo about encroachment issues

(Anderson/S. Braithwaite)

That the verbal update from Carlo Gorni, BIA Coordinator, be received.

CARRIED

(ii) Feedback on the On-Street Patio Pilot Program (Added Item 10.2)

Ms. Kelly Barnett, Community Liaison Coordinator, Municipal Law Enforcement, advised the Committee that the staff report regarding the On-Street Patio Pilot Program is tentatively scheduled to come forward to the Planning Committee in February.

Ms. Barnett asked Committee members for feedback on the program and noted their questions and concerns.

(g) ADJOURNMENT (Item 12)

(S. Braithwaite/Anderson)

That there being no further business, the Business Improvement Area Advisory Committee be adjourned at 9:38 a.m.

CARRIED

Respectfully submitted,

Kerry Jarvi, Acting Vice-Chair
Business Improvement Area
Advisory Committee

Lauri Leduc
Legislative Coordinator
Office of the City Clerk