



Hamilton

**BUSINESS IMPROVEMENT AREA ADVISORY COMMITTEE
REPORT 17-003**

8:00 a.m.

Tuesday, April 11, 2017

Room 264

Hamilton City Hall

71 Main Street West

Present: Councillor M. Green - Chair
Lisa Anderson (Acting Vice Chair) – Dundas BIA
Susan Braithwaite – International Village BIA
Rachel Braithwaite – Barton Village BIA
Cristina Geissler – Concession Street BIA
Lia Hess – King West BIA
Kerry Jarvi – Downtown Hamilton BIA
Jennifer Mattern – Ancaster BIA
Susan Pennie – Waterdown BIA
Bender Chug – Main West Esplanade BIA
Sandra Clarke – Ottawa Street BIA

Absent Tony Greco – Locke Street BIA
With regrets: Doug Sutherland – Stoney Creek BIA
Representatives – Westdale Village BIA

General Issues Committee – May 17, 2017

**THE BUSINESS IMPROVEMENT AREA ADVISORY COMMITTEE PRESENTS
REPORT 17-003 AND RESPECTFULLY RECOMMENDS:**

1. City of Hamilton Information Sharing with BIAs (Added Item 10.2)

- (a) That the Film Office ensure that the policy of sharing information with BIAs about upcoming movie/television shoots within BIA boundaries is communicated at least two weeks in advance of the filming.
- (b) That any other events/activities, including but not limited to, food trucks and building permits that have been issued and that will have a significant impact on the BIA is communicated in a timely manner.

FOR THE INFORMATION OF THE 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) CHANGES TO THE AGENDA (Item 1)

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

The agenda for the April 11, 2017 Business Improvement Area Advisory Committee meeting was approved, as presented.

(c) DECLARATIONS OF INTEREST (Item 2)

Councillor Green declared an interest respecting any items relating to the proposed vacancy rebates as he owns a commercial property in Hamilton.

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

(i) February 14, 2017 (Item 3.1)

The February 14, 2017 Minutes of the Business Improvement Area Advisory Committee were approved, as presented.

(e) PRESENTATION (Item 7)

(i) Consultation on the Proposed Vacancy Rebates for Commercial Properties (Item 7.1)

Tom Hewitson, Manager, Current Budget and Fiscal Planning, provided an overview on the Proposed Vacancy Rebates for Commercial Properties report that went to General Issues Committee on April 5, 2017.

The presentation from Tom Hewitson with regards to the Proposed Vacancy Rebates for Commercial Properties was received.

(f) DISCUSSION ITEMS (Item 8)

(i) Paula Lanza, Integrated Marketing Coordinator, Tourism and Culture Division, respecting BIA Promotion on the City's Social Media Channels (Item 8.1)

Paula Lanza, Integrated Marketing Coordinator for the Tourism and Culture Division, discuss the promotion of BIAs on the City's Social Media Channels. Ms. Lanza's presentation included, but was not limited to the following:

- Review of how BIAs and the Tourism and Culture Division can work together to promote the BIAs
- Each BIA may submit 3 - 5 events, destinations, and/or businesses that have good tourism draws to be considered for weekly features on the City of Hamilton website
- Submission are to be sent to Ms. Lanza's attention

(ii) Ken Leendertse, Director of Licensing and Animal Control, respecting Marijuana Dispensaries (Item 8.2)

Ken Leendertse, Director of Licensing and Animal Control, discussed the issue of marijuana dispensaries. Mr. Leendertse's presentation included, but was not limited to the following:

- Update on the number of marijuana dispensaries in Hamilton as well as a review of By-law infractions related to these businesses
- It was noted that if BIAs have concerns over illegal activity with regards to marijuana dispensaries they are to direct their concerns to the police

(iii) Monica Ciriello, Senior Project Manager, Licensing Section, Review of the City of Hamilton Licensing By-law as it relates to Food Trucks (Item 8.3)

Monica Ciriello, Senior Project Manager, Licensing Section, discussed the review of the City of Hamilton's Licensing By-law pertaining to Food Trucks. Ms. Ciriello's presentation included, but was not limited to the following:

- The food truck By-law is being revised. If BIA members have input as to any changes they would like to see they are to provide their comments by the first week of May 2017
- The updated Food Truck By-law will be going to Council in June 2017
- The list of the 8 parks which were designated for food truck operations will be circulated to the Committee via Carlo Gorni

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

(i) Update from Carlo Gorni, Coordinator, Business Improvement Area (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:

- A request for volunteers to assist with the BIA branding rollout. The following BIA members volunteered: Lisa Anderson, Susie Braithwaite, Kerry Jarvi, Rachel Braithwaite and Cristina Geissler.
- Members discussed the possibility of setting criteria for nominations for the BIA Awards of Excellence. It was determined that the best approach would be for BIA Boards to pass their own criteria/qualifications for their respective BIAs.

The verbal update from Carlo Gorni, BIA Coordinator, was received.

(ii) City of Hamilton Information Sharing with BIAs (Added Item 10.2)

Committee members expressed their concerns with the notifications the City provides them about various events taking place within in the BIA boundary.

For disposition of this matter, refer to Item 1.

(h) ADJOURNMENT (Item 12)

There being no further business, the Business Improvement Area Advisory Committee adjourned at 9:35 a.m.

Respectfully submitted,

Lisa Anderson, Acting Vice-Chair
Business Improvement Area
Advisory Committee

Kirsten Stevenson
Legislative Coordinator
Office of the City Clerk