



Hamilton

BUSINESS IMPROVEMENT AREA ADVISORY COMMITTEE MINUTES 18-009

8:00 a.m.

Tuesday, November 13, 2018

Room 264

Hamilton City Hall

71 Main Street West

- Present:** Tony Greco – Locke Street BIA (Acting Vice-Chair)
Kerry Jarvi – Downtown Hamilton BIA
Susie Braithwaite – International Village BIA
Susan Pennie – Waterdown BIA
Cristina Geissler – Concession Street BIA
Jennifer Mattern – Ancaster BIA
Maggie Burns – Ottawa Street BIA
Rachel Braithwaite – Barton Village BIA
Lisa Anderson – Dundas BIA
Bender Chug – Main West Esplanade BIA
Tracy MacKinnon – Westdale Village BIA and Stoney Creek BIA
- Absent:** Anne Marie Bergen – King West BIA
Councillor Matthew Green (Chair)

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

- 1. Ancaster Business Improvement Area Expenditure Request for Banner Maintenance and Installation, Spring and Summer Flowers, Promotion of the Ancaster BIA and Special Events, and the Removal and Storage of Banners (Item 11.1)**

(Mattern/Anderson)

- (a) That the expenditure request from the Ancaster Business Improvement Area, in the amount of \$5,909.23 for Banner Maintenance and Installation, and Spring and Summer Flowers, to be funded from the Community Improvement Plan (CIP) Contribution Program (BIA Payments Account 815010-56905), be approved; and,
- (b) That the expenditure request from the Ancaster Business Improvement Area, in the amount of \$6,012.81 for Promotion of the Ancaster BIA and Special Events (Pumpkin Stroll and Canada Day 2019), and the Removal and Storage of Banners, to be funded from the Shared Parking Revenue Program (Parking Revenue Account 815010-45559), be approved.

CARRIED

2. Waterdown Business Improvement Area Expenditure Request for 49 Hanging Flower Baskets (Item 11.2)

(Pennie/Jarvie)

That the expenditure request from the Waterdown Business Improvement Area, in the amount of \$5,374.53 for 49 Hanging Flower Baskets, to be funded from the Community Improvement Plan (CIP) Contribution Program (BIA Payments Account 815010-56905), be approved.

CARRIED

3. King Street West Business Improvement Area Expenditure Request for Holiday Hanging Baskets, Cleaning and Maintenance for Public Road Allowance, and Banners (Item 11.3)

(Anderson/R. Braithwaite)

(a) That the expenditure request from the King Street West Business Improvement Area, in the amount of \$1,438.25 for Holiday Hanging Baskets, to be funded from the Community Improvement Plan (CIP) Contribution Program (BIA Payments Account 815010-56905), be approved; and,

(b) That the expenditure requests, from the King Street West Business Improvement Area, in the amount of \$4,140.27 for the following projects, to be funded from the Shared Parking Revenue Program (Parking Revenue Account 815010-45559), be approved:

(i) \$2,000.00 Cleaning and Maintenance for Public Road Allowance;

(ii) \$1,000.00 Banners; and,

(iii) \$1,140.27 Holiday Hanging Baskets.

CARRIED

4. Concession Street Business Improvement Area Expenditure Request for Murals for Concession Street (Item 11.4)

(Geissler/Greco)

That the expenditure request from the Concession Street Business Improvement Area, in the amount of \$8,172.42 for Murals for Concession Street, to be funded from the Community Improvement Plan (CIP) Contribution Program (BIA Payments Account 815010-56905), be approved.

CARRIED

5. Locke Street Business Improvement Area Expenditure Request for Banner Removal and Relocation, Purchase of Christmas Banners, Christmas Street Decorations, and Summer Flower Baskets (Item 11.5)

(Greco/Pennie)

- (a) That the expenditure request from the Locke Street Business Improvement Area, in the amount of \$2,946.74 for Banner Removal and Relocation, to be funded from the Community Improvement Plan (CIP) Contribution Program (BIA Payments Account 815010-56905), be approved; and,
- (b) That the expenditure requests, from the Locke Street Business Improvement Area, in the amount of \$11,839.96 for the following projects, to be funded from the Shared Parking Revenue Program (Parking Revenue Account 815010-45559), be approved:
 - (i) \$8,475.00 Purchase and Install of Christmas Banners;
 - (ii) \$1,800.00 Christmas Street Decorations (trees and garland); and,
 - (iii) \$1,564.96 Summer Flower Baskets.

CARRIED

6. Barton Village Business Improvement Area Expenditure Request for Banner Installation, Beautification Assistant, Planters, and Office Equipment (Item 11.6)

(R. Braithwaite/Jarvi)

That the expenditure request from the Barton Village Business Improvement Area, in the amount of \$6,369.87 for the following projects, to be funded from the Community Improvement Plan (CIP) Contribution Program (BIA Payments Account 815010-56905), be approved:

- (i) \$126.04 Banner Installation;
- (ii) \$1,173.34 Beautification Assistant;
- (iii) \$2,530.31 Planters; and,
- (iv) \$2,540.18 Office Equipment.

CARRIED

7. Ottawa Street Business Improvement Area Expenditure Request for Commercial Production, Sew Hungry Events Programs, Hanging Baskets and Maintenance, Holiday Decorative Swags, and Street Maintenance (Item 11.7)

(Burns/R. Braithwaite)

- (a) That the expenditure request from the Ottawa Street Business Improvement Area, in the amount of \$13,664.61 for the following projects, to be funded from the Community Improvement Plan (CIP) Contribution Program (BIA Payments Account 815010-56905), be approved:

- (i) \$4,997.61 Fall/Winter Hanging Baskets;
 - (ii) \$502.48 Hanging Basket Maintenance;
 - (iii) \$2,210.00 Holiday Decorative Swags; and,
 - (iv) \$5,954.52 Street Maintenance; and,
- (b) That the expenditure requests, from the Ottawa Street Business Improvement Area, in the amount of \$19,427.07 for the following projects, to be funded from the Shared Parking Revenue Program (Parking Revenue Account 815010-45559), be approved:
 - (i) \$3,200.00 Commercial Production;
 - (ii) \$5,087.59 Sew Hungry Event Programs; and
 - (iii) \$11,139.48 Spring/Summer Hanging Baskets.

CARRIED

8. Main West Esplanade Business Improvement Area Expenditure Request for Street Cleaning and Flowers (Item 11.8)

(Burns/Pennie)

That the expenditure request from the Main West Esplanade Business Improvement Area, in the amount of \$761.02 for Street Cleaning and Flowers, to be funded from the Community Improvement Plan (CIP) Contribution Program (BIA Payments Account 815010-56905), be approved.

CARRIED

9. Barton Village Business Improvement Area Expenditure Request for Banner Installation, Beautification Assistant, Planters, and Office Equipment (Item 11.9)

(MacKinnon/Pennie)

That the expenditure request from the Stoney Creek Business Improvement Area, in the amount of \$5,659.24 for the following projects, to be funded from the Community Improvement Plan (CIP) Contribution Program (BIA Payments Account 815010-56905):

- (i) \$1,740.20 Satellite Gardens; and
- (ii) \$3,919.04 Event Expenses - Pumpkin Fest & Strawberry Folk Fest; be approved.

CARRIED

FOR INFORMATION:

(a) CHANGES TO THE AGENDA (Item 2)

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

(Greco/S. Braithwaite)

That the agenda for the November 13, 2018 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) September 11, 2018 (Item 4.1)

(R. Braithwaite/Jarvi)

That the September 11, 2018 Minutes of the Business Improvement Area Advisory Committee be approved, as presented.

CARRIED

(d) STAFF PRESENTATIONS (Item 9)

(i) Cannabis Dispensaries (Item 9.1)

Ken Leenderste, Director of Licensing & By-Law Services, addressed the Committee respecting Cannabis Dispensaries.

(Mattern/R. Braithwaite)

That the staff presentation from Ken Leenderste respecting Cannabis Dispensaries, be received.

CARRIED

(ii) Impacts of Cannabis Legislation (Item 9.2)

Kevin McDonald, Director of Public Health Services – Healthy Environments, addressed the Committee respecting the Impacts of Cannabis Legislation, with the aid of a handout. This handout has been added to the official record.

(R. Braithwaite/Pennie)

That the staff presentation from Kevin McDonald respecting the Impacts of Cannabis Legislation, be received.

CARRIED

A copy of the handout is available on the City's website or through the Office of the City Clerk.

(iii) Pedestrian Kiosk Update (Item 9.3)

Meredith Plant and Karol Murillo, from Planning and Economic Development, provided an update to the Committee on Pedestrian Kiosks, with the aid of a handout and preliminary application form. The handout and application form have been added to the official record.

(Geissler/Greco)

That the staff update from Meredith Plant and Karol Murillo respecting Pedestrian Kiosks, be received.

CARRIED

A copy of the handout and application form are available on the City's website or through the Office of the City Clerk.

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

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

Julia Davis thanked everyone for submitting their requests for expenditures.

Julia provided an update on the Digital Main Street and Digital Services Squad Grant Program. These programs will be offering two types of grants to help small main street businesses across Ontario strengthen their digital and online capabilities. Staff will be in attendance at the next meeting to provide more details.

The Chamber of Commerce Outstanding Business Achievement Awards and Business Improvement Area Awards of Property Excellence will be March 26, 2019, and Julia reminded Committee members to submit their nominations.

Julia thanked the BIA members that have had her attend their Annual General Meetings (AGM). The BIA's that have already had their AGMs will have their budget requests and Board appointments submitted to the December 2018 General Issues Committee for consideration. The remainder of the BIA's whose AGM's are upcoming will have their budget requests and Board appointments submitted to the January 2019 General Issues Committee.

Julia has requested that the BIA members be added to the distribution list for the Committee of Adjustment. BIA members can review the agenda and attend to provide comment where applicable.

Julia advised Committee that the deadline to submit receipts for the Christmas Grant Program is January 7, 2019 and there is up to \$1000

available. Additionally, more information on the Main Street Grant Program will be sent out today.

Julia requested that BIA members send her information on any graffiti that business owners are finding. She would like to ensure that statistics are being kept to accurately reflect what is happening.

(Geissler/Greco)

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

CARRIED

(ii) Statements by Members (Item 13.2)

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

(f) ADJOURNMENT (Item 15)

(R. Braithwaite/Geissler)

That there being no further business, the Business Improvement Area Advisory Committee be adjourned at 9:47 a.m.

CARRIED

Respectfully submitted,

Tracy MacKinnon, Acting Vice-Chair
Business Improvement Area
Advisory Committee

Angela McRae
Legislative Coordinator
Office of the City Clerk