



Hamilton

BUSINESS IMPROVEMENT AREA ADVISORY COMMITTEE

REPORT 22-001

8:00 a.m.

Tuesday, January 11, 2022

Virtual Meeting

Hamilton City Hall

71 Main Street West

Present: Councillor Esther Pauls (Chair)
Susie Braithwaite – International Village BIA
Tracy MacKinnon – Westdale Village BIA and Stoney Creek BIA
Cristina Geissler – Concession Street BIA
Kerry Jarvi – Downtown Hamilton BIA
Katie Poissant-Paul – Ancaster BIA
Bettina Schormann – Locke Street BIA
Susan Pennie – Waterdown BIA

Absent: Michal Cybin – King West BIA
Bender Chug – Main West Esplanade BIA
Rachel Braithwaite – Barton Village BIA
Emily Burton – Ottawa Street BIA
Lisa Anderson – Dundas BIA

THE BUSINESS IMPROVEMENT AREA ADVISORY COMMITTEE PRESENTS REPORT 22-001 AND RESPECTFULLY RECOMMENDS:

1. Appointment of Chair and Vice-Chair (Item 1)

- (a) That Councillor E. Pauls be appointed as Chair of the Business Improvement Area Advisory Committee for 2022; and,
- (b) That the Vice-Chair position rotate among Committee members for the Business Improvement Area Advisory Committee for 2022.

FOR INFORMATION:

(a) CHANGES TO THE AGENDA (Item 2)

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

The agenda for the November 9, 2021 Business Improvement Area Advisory Committee meeting was approved, as presented.

(b) DECLARATIONS OF INTEREST (Item 3)

There were no declarations of interest.

(c) APPROVAL OF MINUTES OF PREVIOUS MEETING (Item 4)

(i) November 9, 2021 (Item 4.1)

The November 9, 2021 Minutes of the Business Improvement Area Advisory Committee were approved, as presented.

(d) STAFF PRESENTATIONS (Item 8)

(i) Cannabis Program Update (Item 8.1)

Dan Smith, Manager of Licensing addressed the Committee with an update on the Cannabis Program.

The staff presentation respecting the Cannabis Program Update, was received.

(ii) 2021 BIA Audit Information (Item 8.2)

Shelley Hesmer, Manager of Accounting Services, Isabela Herman, Senior Financial Analyst, and Kyle Rooney, KPMG Senior Manager of Audit addressed the Committee with a presentation on the 2021 BIA Audit Information.

The presentation respecting the 2021 BIA Audit Information, was received.

(e) DISCUSSION ITEMS (Item 10)

(i) Hamilton Day Debrief and Results (Item 10.1)

Cassandra D'Ambrosio, Hamilton Chamber of Commerce Manager of Marketing and Katie Stiehl, Hamilton Chamber of Commerce Project Coordinator addressed the Committee respecting the Hamilton Day Debrief and Results.

The discussion respecting the Hamilton Day Debrief and Results, was received.

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

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

Julia Davis reminded Committee that the link to the BIA Board Meetings should be shared to the membership via newsletters or email as they are required to be open to public. Julia also requested that the BIAs record their board meetings and save them so that they can be shared at a later date.

As this is a municipal election year, Council and Committee meetings will be recessed between September 28th to December 7th, with the municipal

election happening on October 24th, 2022. Julia also advised Committee that the BIA's will be electing new boards at their next AGMs and she will share an auto populated timetable with the BIAs as that gets closer. Additionally, any expenditure requests will have to be submitted to the September 13th, 2022 BIA Advisory Committee meeting for approval.

Julia reminded the Committee to send her any photos of the projects that were funded through the Shop Local Grant funding. Julia also requested that the BIA's send her any receipts for expenditures related to that funding.

Julia advised Committee that a report is being prepared for the Planning Committee respecting the Outdoor Dining District Program and the making it a permanent program. In addition, Julia will be emailing Committee members respecting the On-Street Patio Structures to get their feedback prior to launching the applications for the program.

Julia advised Committee that the My Main Street Community Activator Grant applications are open until February 1, 2022. This program is for expenses incurred in 2022. Julia can provide a letter of support for BIAs who want to apply and need one.

Julia also advised Committee that the City will also be conducting another Business and Workforce Needs Survey and she will be sharing the link with the BIAs over the next few days.

The verbal update from Julia Davis, Business Development and BIA Officer, was received.

(ii) Statements by Members (Item 13.2)

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

The updates from Committee Members, were received.

(g) ADJOURNMENT (Item 15)

There being no further business, the Business Improvement Area Advisory Committee adjourned at 9:46 a.m.

Respectfully submitted,

Councillor E. Pauls
Chair Business Improvement Area
Advisory Committee

Angela McRae
Legislative Coordinator
Office of the City Clerk