



Hamilton

BUSINESS IMPROVEMENT AREA SUB-COMMITTEE

MINUTES 22-008

10:30 a.m.

Tuesday, September 13, 2022

Hamilton City Hall

71 Main Street West

Room 264

Present: Councillor Esther Pauls (Chair)
Councillor Arlene VanderBeek – Dundas BIA
Susie Braithwaite – International Village BIA
Tracy MacKinnon – Westdale Village BIA, and Stoney Creek BIA
Kerry Jarvi – Downtown Hamilton BIA
Katie Poissant-Paul / Heather Peter – Ancaster BIA
Chelsea Braley – Ottawa Street BIA
Jessica Myers – Barton Village BIA
Susan Pennie – Waterdown BIA
Bettina Schormann – Locke Street BIA

Absent: Michal Cybin – King West BIA
Bender Chug – Main West Esplanade BIA
Concession Street BIA

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

1. Waterdown Business Improvement Area Expenditure Request (Item 11.1)

(Pennie/Jarvi)

That the expenditure request from the Waterdown Business Improvement Area, in the amount of \$5,750.10 for the purchase of 49 hanging baskets to be funded from the Community Improvement Plan (CIP) Contribution Program (BIA Payments Account 815010-56905), be approved.

CARRIED

2. Concession Street Business Improvement Area Expenditure Request (Item 11.2)

(Braithwaite/MacKinnon)

That the expenditure request from the Concession Street Business Improvement Area, in the amount of \$14,271.77 for Special Event Costs (entertainment and musician expenditures for BIA events throughout the year) to be funded from the Offset to the Shared Parking Revenue (Contribution from Reserve to Current Account 815010-47101), be approved.

CARRIED

3. Barton Village Business Improvement Area Expenditure Request (Item 11.3)

(Myers/Jarvi)

- (a) That the expenditure request from the Barton Village Business Improvement Area, in the amount of \$ 6,218.17 for the cost to hire individuals to clean/ maintain the public road allowance (Fall 2022), and for Office Maintenance and Improvement (Office signage) to be funded from the Community Improvement Plan (CIP) Contribution Program (BIA Payments Account 815010-56905), be approved;
- (b) That the expenditure request from the Barton Village Business Improvement Area, in the amount of \$10,192.27 for Special Event Costs (Barton Village Festival), Promotion of the Barton Village BIA and our events (Anything is Possible on Barton St, First Friday's, Pumpkinwalk), Beautification initiatives on streets, parks and pedestrian nodes (banners), Cleaning and Maintaining Public Road Allowance, to be funded from the Offset to the Shared Parking Revenue (Contribution from Reserve to Current Account 815010-47101), be approved; and,
- (c) That the expenditure request from the Barton Village Business Improvement Area, in the amount of \$10,192.27 for Special Event Costs (Barton Village Festival), Promotion of the Barton Village BIA and our events (Anything is Possible on Barton St, First Friday's, Pumpkinwalk), Beautification initiatives on streets, parks and pedestrian nodes (banners), Cleaning and Maintaining Public Road Allowance, to be funded from the Offset to the Shared Parking Revenue Deferred from 2021 (Contribution from Reserve to Current Account 815010-47101), be approved.

CARRIED

4. Ancaster Business Improvement Area Expenditure Request (Item 11.4)

(Poissant-Paul/MacKinnon)

- (a) That the expenditure request from the Ancaster Business Improvement Area, in the amount of \$5,597.78 for the purchase of spring/summer flowers and new office equipment 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 \$5,283.45 for the cost of spring/summer flowers, and fall flowers, to be funded from the Offset to the Shared Parking Revenue (Contribution from Reserve to Current Account 815010-47101), be approved.

CARRIED

5. Stoney Creek Business Improvement Area Expenditure Request (Item 11.5)

(MacKinnon/Braithwaite)

That the expenditure request from the Stoney Creek Business Improvement Area, in the amount of \$7,862.53 for the purchase of holiday lighting and street

decor, the extra outlets needed for such, and streetscape planters to be funded from the Community Improvement Plan (CIP) Contribution Program (BIA Payments Account 815010-56905), be approved.

CARRIED

6. Locke Street Business Improvement Area Expenditure Request (Item 11.6)

(MacKinnon/Brale)

- (a) That the expenditure request from the Locke Street Business Improvement Area, in the amount of \$2,771.51 for the cost of holiday lighting and streetscape decor, along with streetscape planters 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 Locke Street Business Improvement Area, in the amount of \$11,774.03 for the cost of holiday lighting and streetscape decor, along with streetscape planters to be funded from the Offset to the Shared Parking Revenue (Contribution from Reserve to Current Account 815010-47101), be approved.

CARRIED

7. Westdale Village Business Improvement Area Expenditure Request (Item 11.7)

(MacKinnon/Pennie)

- (a) That the expenditure request from the Westdale Village Business Improvement Area, in the amount of \$ 11,118.12 for the cost of holiday lighting and streetscape decor, along with streetscape planters and maintenance 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 Westdale Village Business Improvement Area, in the amount of \$16,067.66 for the cost of holiday lighting and streetscape decor, along with streetscape planters and maintenance to be funded from the Offset to the Shared Parking Revenue (Contribution from Reserve to Current Account 815010-47101), be approved.

CARRIED

8. Downtown Dundas Business Improvement Area Expenditure Request (Item 11.8)

(VanderBeek/Braithwaite)

- (a) That the expenditure request from the Downtown Dundas Business Improvement Area, in the amount of \$15,416.91 for the cost of branded banners, office equipment and maintenance, street maintenance, street furniture maintenance, and hanging baskets/planters for fall/winter 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 Downtown Dundas Business Improvement Area, in the amount of \$24,568.94 for the cost of Christmas décor, Christmas décor storage and maintenance, and hanging baskets for spring/summer to be funded from the Offset to the Shared Parking Revenue (Contribution from Reserve to Current Account 815010-47101), be approved.

CARRIED

**9. Downtown Hamilton Business Improvement Area Expenditure Request
(Item 11.9)**

(Jarvi/Brale)

That the expenditure request from the Downtown Hamilton Business Improvement Area, in the amount of \$5,644.56 for the purchase of street planters to be funded from the Community Improvement Plan (CIP) Contribution Program (BIA Payments Account 815010-56905), be approved.

CARRIED

FOR INFORMATION:

(a) CHANGES TO THE AGENDA (Item 2)

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

8. PRESENTATIONS

8.4 Hamilton City Magazine

10.1 DISCUSSION ITEMS

10.1 IT Security Policy for Business Improvement Areas - WITHDRAWN

(Poissant-Paul/Braithwaite)

That the agenda for the September 13, 2022 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) July 12, 2022 (Item 4.1)

(Myers/MacKinnon)

That the July 12, 2022 Minutes of the Business Improvement Area Advisory Committee be approved, as presented.

CARRIED

(d) CONSENT ITEMS (Item 7)

(i) Business Improvement Area Sub-Committee - Terms of Reference (Item 7.1)

(MacKinnon/Poissant-Paul)

That the Business Improvement Area Sub-Committee - Terms of Reference, be received.

CARRIED

(e) STAFF PRESENTATIONS (Item 8)

(i) Hamilton Day 2022 (Item 8.1)

Katie Stiel and Jose La Cruz, Hamilton Chamber of Commerce, addressed the Committee with a presentation on Hamilton Day 2022.

(Braley/Myers)

That the presentation respecting Hamilton Day 2022, be received.

CARRIED

(ii) Christmas Free Parking Program (Item 8.2)

Brian Hollingworth, Director Transportation Planning and Parking, and Amanda McIlveen, Manger, Parking Operations and Initiatives, addressed the Committee with a presentation on the Christmas Free Parking Program.

(Braithwaite/Poissant-Paul)

That the presentation respecting the Christmas Free Parking Program, be received.

CARRIED

(MacKinnon/Jarvi)

That staff be directed to meet with each BIA to determine each individual BIA's needs for the Christmas Free Parking Program.

CARRIED

(MacKinnon/VanderBeek)

That due to a scheduling conflict, Item 8.4, respecting Hamilton City Magazine be moved up the agenda to immediately follow Item 8.2, respecting the Christmas Free Parking Program, to accommodate a scheduling conflict.

CARRIED

(iii) Hamilton City Magazine (Item 8.4)

Jeffrey Martin, and Cathy Millar, Hamilton City Magazine, addressed the Committee with a verbal presentation on the Hamilton City Magazine.

(Jarvi/Poissant-Paul)

That the verbal presentation respecting the Hamilton City Magazine, be received.

CARRIED

(iv) Hamilton Complete Streets Design Manual (Item 8.3)

Trevor Jenkins, Project Manager – Sustainable Mobility Planning, addressed the Committee with a presentation on the Hamilton Complete Streets Design Manual.

(Braley/Braithwaite)

That the presentation respecting the Hamilton Complete Streets Design Manual, be received.

CARRIED

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

(i) Commercial Districts and Small Business Verbal Update (Item 13.1)

Judy Lam, Manager of Commercial Districts and Small Business and Karol Murillo, Senior Business Development Consultant, addressed the Committee respecting an update on Commercial Districts and Small Business.

(Braley/Pennie)

That the verbal update respecting Commercial Districts and Small Business, be received.

CARRIED

Councillor Pauls relinquished the Chair to Susie Braithwaite as she had a scheduling conflict.

(ii) Statements by Members (Item 13.2)

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

(Pennie/MacKinnon)

That the updates from Committee Members, be received.

CARRIED

(g) ADJOURNMENT (Item 15)

(Poissant-Paul/MacKinnon)

That there being no further business, the Business Improvement Area Sub-Committee be adjourned at 12:28 p.m.

CARRIED

Respectfully submitted,

Councillor Ester Pauls
Chair Business Improvement Area
Sub-Committee

Susie Braithwaite
Vice-Chair Business Improvement Area
Sub-Committee

Angela McRae
Legislative Coordinator
Office of the City Clerk