



Hamilton

BUSINESS IMPROVEMENT AREA SUB-COMMITTEE

MINUTES 24-001

10:30 a.m.

Tuesday, January 9, 2024

Hamilton City Hall

71 Main Street West

Room 264

Present: S. Pennie (Vice-Chair) – Waterdown BIA
 Councillor T. Hwang
 Councillor E. Pauls
 T. MacKinnon – Westdale Village BIA and Stoney Creek BIA
 K. Nydam – Dundas BIA
 H. Peter – Ancaster BIA
 E. Walsh – Downtown Hamilton BIA
 B. Wetton – International Village BIA
 N. Ubl – Barton Village BIA

**Absent with
 Regrets:** Councillor M. Wilson – Personal
 A. Chavez – Concession Street BIA
 C. Braley – Ottawa Street BIA
 S. Braithwaite (Chair) – International Village BIA
 B. Schormann – Locke Street BIA

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

1. Appointment of Chair and Vice-Chair for 2024 (Item 1)

(i) **Appointment of Chair
 (Walsh/Pennie)**

That Susie Braithwaite be appointed Chair of the Business Improvement Area (BIA) Sub-Committee for 2024.

CARRIED

(i) **Appointment of Vice-Chair
 (MacKinnon/Pauls)**

That Susan Pennie be appointed Vice-Chair of the Business Improvement Area (BIA) Sub-Committee for 2024.

CARRIED

FOR INFORMATION:

(a) CHANGES TO THE AGENDA (Item 2)

The Committee Clerk advised the following change to the agenda:

13. GENERAL INFORMATION / OTHER BUSINESS

13.3 Statements by Members

(Hwang/Pauls)

That the agenda for the January 9, 2024 Business Improvement Area Sub-Committee meeting be approved, as amended.

CARRIED

(b) DECLARATIONS OF INTEREST (Item 3)

There were no declarations of interest.

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

(i) November 14, 2023 (Item 4.1)

(Walsh/Pauls)

That the November 14, 2023 Minutes of the Business Improvement Area Sub-Committee be approved, as presented.

CARRIED

(d) PRESENTATIONS (Item 8)

(i) 2023 Audit Guidelines for Business Improvement Areas (Item 8.1)

Rajdeep Dhillon, KPMG, addressed Committee respecting the 2023 Audit Guidelines for Business Improvement Areas.

(Peter/Hwang)

That the presentation from Rajdeep Dhillon, KPMG, respecting the 2023 Audit Guidelines for Business Improvement Areas, be received.

CARRIED

(ii) Community Clean Ups – Tools and Resources (Item 8.2)

Whit Chesney, Clean & Green Coordinator, addressed the Committee respecting Community Clean Ups – Tools and Resources.

(Ubl/Nydam)

That the presentation from Whit Chesney, Clean & Green Coordinator, respecting Community Clean Ups – Tools and Resources, be received.

CARRIED

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

(i) Updates from Business Development Office (Item 13.1)

Judy Lam, Manager, Commercial Districts and Small Business, addressed the Committee respecting Updates from the Business Development Office.

(Peter/MacKinnon)

That the verbal update from Judy Lam, Commercial Districts and Small Business, respecting Updates from the Business Development Office, be received.

CARRIED

(ii) Statements by Members (Added Item 13.2)

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

(Nydam/Peter)

That the updates from Committee Members, be received.

CARRIED

(f) ADJOURNMENT (Item 15)

(Pauls/Nydam)

That there being no further business, the Business Improvement Area Sub-Committee be adjourned at 11:31 a.m.

CARRIED

Respectfully submitted,

Susan Pennie
Vice-Chair,
Business Improvement Area Sub-
Committee

Tamara Bates
Legislative Coordinator
Office of the City Clerk