



# Hamilton

## BUSINESS IMPROVEMENT AREA SUB-COMMITTEE MINUTES 24-009

10:30 a.m.

Tuesday, December 10, 2024

Council Chambers

Hamilton City Hall

71 Main Street West

**Present:** S. Braithwaite (Chair) – International Village BIA  
 Councillor T. Hwang  
 Councillor E. Pauls  
 Councillor M. Wilson  
 T. MacKinnon – Westdale Village BIA and Stoney Creek BIA  
 S. Pennie– Waterdown BIA  
 H. Peter – Ancaster BIA  
 D. Tayler – Dundas BIA  
 N. Ubl – Barton Village BIA  
 E. Walsh – Downtown Hamilton BIA  
 S. Weiler – Ottawa Street BIA

**Absent with  
 Regrets:** D. Sanchez – Concession Street 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 2025 (Item 1.1)

##### (i) Appointment of Chair

###### (MacKinnon/Pennie)

That Susie Braithwaite be appointed Chair of the Business Improvement Area (BIA) Sub-Committee for 2025.

**CARRIED**

##### (i) Appointment of Vice-Chair

###### (MacKinnon/Walsh)

That Susan Pennie be appointed Vice-Chair of the Business Improvement Area (BIA) Sub-Committee for 2025.

**CARRIED**

2. **Review of the Business Improvement Area Sub-Committee Terms of Reference (Added Item 10.1)**

**(Braithwaite/Tayler)**

That the Business Improvement Area Sub-Committee Terms of Reference be amended as follows:

**Meetings**

Meetings will *normally* be on the *second third* Tuesday of each month, *or at the call of the Chair*.

**CARRIED**

**FOR INFORMATION:**

(a) **CHANGES TO THE AGENDA (Item 2)**

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

**5. COMMUNICATIONS**

5.1 Common House Cafe (PED24210) (City Wide) (Referred from Council, November 13, 2024)

Recommendation: Be received

**DEFERRED** to the February 2025 meeting.

**10. DISCUSSION ITEMS**

10.1 Review of Business Improvement Area Sub-Committee Terms of Reference

**(Walsh/Peter)**

That the agenda for the December 10, 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 12, 2024 (Item 4.1)**

**(Walsh/MacKinnon)**

That the November 12, 2024 Minutes of the Business Improvement Area Sub-Committee be approved, as presented.

**CARRIED**

**(d) PRESENTATIONS (Item 8)**

**(i) Collaboration Opportunities with McMaster University's Student Success Centre (Item 8.1)**

Jamie Wang, McMaster University Student Success Centre, addressed the Business Improvement Area Sub-Committee respecting Collaboration Opportunities with McMaster University's Student Success Centre.

**(Peter/Weiler)**

That the presentation from Jamie Wang, McMaster University Student Success Centre, respecting Collaboration Opportunities with McMaster University's Student Success Centre, be received.

**CARRIED**

**(e) DISCUSSION ITEMS (Item 10)**

Susie Braithwaite relinquished the Chair to Susan Pennie to put forward a motion respecting the following item.

**(i) Review of the Business Improvement Area Sub-Committee Terms of Reference (Added Item 10.1)**

Susie Braithwaite resumed the Chair.

For further disposition of this matter, refer to Item 2.

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

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

Cristina Geissler, Business Development and Business Improvement Area (BIA) Officer, addressed the Committee respecting Updates from the Business Development Office.

**(Walsh/Pennie)**

That the verbal update from Cristina Geissler, Business Development and Business Improvement Area (BIA) Officer, respecting Updates from the Business Development Office, be received.

**CARRIED**

**(ii) Statements by Members (Item 13.2)**

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

**(Ubl/Weiler)**

That the updates from Committee Members, be received.

**CARRIED**

**(g) ADJOURNMENT (Item 15)**

**(Walsh/Pennie)**

That there being no further business, the Business Improvement Area Sub-Committee be adjourned at 11:16 a.m.

**CARRIED**

Respectfully submitted,

Susie Braithwaite  
Chair,  
Business Improvement Area Sub-  
Committee

Tamara Bates  
Legislative Coordinator  
Office of the City Clerk