



Hamilton

BUSINESS IMPROVEMENT AREA ADVISORY COMMITTEE MINUTES

8:00 a.m.

Tuesday, April 9, 2013

Room 264, 2nd Floor

Hamilton City Hall

71 Main Street West

Present: Councillor T. Whitehead (Chair)
Darlyne Mills (Vice-Chair)
Kathy Drewitt, Downtown Hamilton B.I.A.
Leah Higns, Ancaster B.I.A.
Shelly Wonch, Barton Village B.I.A.
Patty Hayes, Ottawa Street B.I.A.
Susan Braithwaite, International Village B.I.A.
Wilf Arndt, Waterdown B.I.A.
Lynn Page, Concession Street B.I.A.
Connie Behie, Stoney Creek B.I.A.
Tony Greco, Locke Street B.I.A.

Also Present: Ken Heyens, David Janaszek – Corporate Services
Hazel Milsome, Glen Norton – Urban Renewal
Anne Winning – Strategic Planning
Mary Gallagher – Deputy Clerk/Manager, Legislative Services
Carolyn Biggs – Legislative Co-ordinator

Absent: Sean Rosen, Main West Esplanade B.I.A.
Lia Hess, King Street West B.I.A.
Adam Law, Main West Esplanade B.I.A.
Marie-Louise Kallsen, Westdale Village B.I.A.

Members' Updates

Following updates were reported:

- (a) Leah Higns, Ancaster B.I.A.
- Two potential retail businesses coming to Ancaster
 - Getting organized for films at Fieldcote during Fridays in August – free

- Two businesses have moved from the Ancaster B.I.A. – insurance company and tailor
 - Organizing clean-up
- (b) Kathy Drewitt, Downtown Hamilton B.I.A.
- Getting ready for Gore Park Summer Promenade – Wednesdays, Thursdays and Fridays from June 5 to August 30
 - Have twelve refreshment vehicles and vendors –looking for more
 - Approaching some companies to determine if there is interest to do a “corporate day” in Gore Park for \$500
 - Already have four corporate sponsors and hoping for more
 - Clean-up weekend planned
 - June 19 – will be targeting cigarette litter in downtown; working with the City’s Clean City Liaison Committee to do an audit of cigarette butts in the park area, as well as giving out Tim Horton’s coupons to those using cigarette butt holders in the downtown area; try to do media blitz in just what cigarette litter is an dhow much the fine is if caught
 - Ontario B.I.A. convening in Toronto – one of the sessions will be led by Kathy and Richard Allan; will also feature downtown Hamilton video
 - Will have booth at Food and Drinkfest being held at the Careport Centre, along with three member restaurants – Capri, Burrito Boys and In Cognito, to promote Hamilton
 - Have one new business in downtown in Treble Hall on John Street North – Moulin Rouge Bistro and Boutique
- (c) Shelly Wonch, Barton Village B.I.A.
- Concentrating on flower program for Spring; sourcing out benches and bike racks; planning to do a lot of street beautification
 - Have meetings arranged with respect to centre medians which have been broken for quite some time
 - Getting trees replanted and ordering more lights
 - Organizing park clean up at the end of April
 - Also concentrating on strategic plan and working through that; next step is to purchase I-pad to get more into social media
- (d) Tony Greco, Locke Street B.I.A.
- Having big coffee shop opening across from bagel shop – Joe Brown from Toronto
 - Street is expanding to Main Street, hopefully by the end of summer
 - Had first “dish crawl” on March 19 which was very successful
 - Locke Street Festival in September will be different this year – more stages; Festitalia will be participating – to be held weekend after Labour Day

- (e) Lynn Page, Concession Street B.I.A.
- In the midst of preparations for Streetfest for June 1; still looking for vendors
- (f) Connie Behie, Stoney Creek B.I.A.
- Dave Zimmer presented plan for Gateway
 - City is going to re-do its vacant piece of land and turn it into a parkette
 - Will not be done for 2013
- (g) Wilf Arndt, Waterdown B.I.A.
- Have lost a number of businesses over the last couple of weeks, but are being replaced; had call from City staff – someone wants to open tea house in Waterdown
 - Taste of Waterdown kicking off from April 22-25 and April 29 to May 2
 - Church group putting on WOW Event (Wild on Waterdown” on June 8; found sponsors to assist and will have five movies starting June 8 in the Village
 - Have hired an individual to spearhead the potential of a Waterdown Farmers’ Market; have given target date of 2014 to open the market; February 2014 is pivotal point; must have at least 15 bona fide vendors; otherwise, will pull the plug; market will be open on Saturdays at the Legion parking lot
 - Clean up Day scheduled on April 27
 - Meeting some time ago talked about a members’ handbook have been working on own booklet
- (h) Patty Hayes, Ottawa Street B.I.A.
- Five new businesses opening this month
 - Have one building for sale listed on MLS
 - Have new fabric store opening – Joe King from King’s Fabrics, candle shop, ladies’ wear, tea shop and store called Painted Bench
 - Gearing up for “So Hungry” event scheduled for Friday, May 3; have 23 trucks coming; also offering dinner service
 - Have been able to connect with Penguin Publishing; James Cunningham will be attending event and will be autograph signing
 - One of the fabric stores is celebrating 50 years in business – one of the longest-standing members of the B.I.A.
 - Market will be operating on Saturdays all-year round and adding Wednesday operation from May to October
 - Put out call on Twitter, and found, a used piano – will be decorated and used at events for anyone who wishes to play; will be advertising to let people know; may add to atmosphere

- (i) Darlyne Mills

Will provide updates at next meeting.

Welcome and Introductions

1. CHANGES TO THE AGENDA

None

2. DECLARATIONS OF INTEREST

None

3. APPROVAL OF PREVIOUS MINUTES

3.1 February 12, 2013

(Greco/Page)

That the February 12, 2013 Minutes of the Hamilton Association of Business Improvement Areas be approved, as presented. **CARRIED**

4. PRESENTATIONS

4.1 Terms of Reference – Mary Gallagher, Deputy Clerk and Manager of Legislative Services

Mary Gallagher circulated a presentation which provided an overview of the Terms of Reference for the Hamilton Association of Business Improvement Areas, and spoke to the following:

- Historical perspective
- Amalgamation
- Fast forward to 2011
- What we've learned – Hybrid model; unique composition; receiving input from B.I.A.'s; B.I.A. delegations; voting on matters
- Reconsideration process for Terms of Reference
- Deliberation Process.

The Advisory Committee was advised that the role of the Vice Chair may be rotated amongst its members on an annual basis.

The Committee requested that the presentation be distributed to them electronically.

4.2 Assessment Appeals and Scheduled B.I.A. Levy Payments – Ken Heyens, Manager of Tax Accounting, Tax Administration/Banking (No Copy)

Ken Heyens and David Janaszek from Corporate Services appeared before the Committee to speak to the issue of properties in various B.I.A.'s that have come under tax appeal.

Mr. Heyens advised the Committee that he is in the process of setting up a system where every month, he will send a confidential summary of the properties that are under appeal to the respective B.I.A. representative, as well as to Councillor Whitehead and to the respective Ward Councillor. This will provide the B.I.A.'s with advance notice of pending appeals. It was stressed that all BIA's should have an allowance built into their annual budgets to help spread out the effects of large multi-year appeals.

The issue with respect to cash flow, and specifically the annual levy, was raised. It was suggested that the first levy payment for January be processed based on the previous year's levy, and the remaining payments be adjusted accordingly once the Annual General Meeting has been held.

Councillor Whitehead suggested that a list of options be listed for consideration and presented to a future meeting for discussion. He requested that any comments/options from members be forwarded to him within the next two weeks.

It was pointed out that attention should be paid to changes occurring to properties within the BIA boundaries. Awareness of zoning changes or development/re-development of properties should be monitored as these changes could have a positive or negative impact on the levies placed on each applicable property within the BIA.

4.3 New Financial Incentives – Hazel Milsome, Co-ordinator, Urban Renewal Incentives (No Copy)

Hazel Milsome from Urban Renewal distributed a draft brochure which provides information with respect to financial incentive programs that are available within specific areas. The brochure will also include a map, testimonials, before and after photos, contact information, etc. Ms. Milsome asked that each B.I.A. submit icons which can be incorporated in the brochures.

Once completed, the brochure will be distributed to each of the areas and to each of the property owners.

The Committee was advised that certain works on their properties require applicants to use contractors that are licensed with the City. Staff is attempting to have a list of contractors put on the City's website, according to area of specialty as well as contact information. Councillor Whitehead noted that a possible consideration would be to honour contractors who are licensed in other municipalities, with a reciprocal allowance for Hamilton contractors. Ms. Milsome will investigate.

Ms. Milsome advised that if the building use is not in compliance with the Official Plan or relevant Secondary Plan e.g. legal non-conforming, the applicant is not eligible for any of the financial incentives.

The financial incentive programs will be reviewed in 2015 to determine if they should continue or amendments are required.

The Committee requested information at the next meeting with respect to encroachments and process. The appropriate staff from Public Works to provide the information or attend the meeting.

5. DISCUSSION ITEMS

5.1 Review of Outstanding Business Items

Deferred to next agenda.

6. GENERAL INFORMATION/OTHER BUSINESS

The Committee requested that the following items be placed on future agendas:

- (a) Insurance – whether or not each respective B.I.A. is insured, or could they be insured through the municipality
- (b) Status of request from Downtown B.I.A. requesting special events fees charged to B.I.A.'s
- (c) Permanency of food trucks
- (d) CPR and First-aid training – piggy back with City
- (e) HST Rebate

7. ADJOURNMENT

There being no further business, the Committee adjourned at 10:15 a.m.

Respectfully submitted

Councillor T. Whitehead
Chair

Carolyn Biggs
Legislative Co-ordinator
Office of the City Clerk