

Hamilton

**BUSINESS IMPROVEMENT AREA ADVISORY COMMITTEE
REPORT 13-002**

8:00 a.m.

Tuesday, August 20, 2013

Room 192, 1st Floor

Hamilton City Hall

71 Main Street West

Present: Darlyne Mills (Vice-Chair)
 Kerri Jarvi, Downtown Hamilton B.I.A.
 Leah Higen, Ancaster B.I.A.
 Patty Hayes, Ottawa Street B.I.A.
 Elisha Proietti, Ottawa Street B.I.A.
 Wilf Arndt, Waterdown B.I.A.
 Mary-Louise Kallsen, Westdale Village B.I.A.
 Tony Greco, Locke Street B.I.A.
 Shelly Wonch, Barton Village B.I.A.

Also Present: Eileen Maloney, Anne Winning, P. Wobschall, B. MacIntosh, C. Biggs

Absent: Councillor T. Whitehead
 Susan Braithwaite, International Village B.I.A.
 Concession Street B.I.A.
 Connie Behie, Stoney Creek B.I.A.
 Lia Hess, King Street West B.I.A.
 Sean Rosen, Main West Esplanade B.I.A.
 Adam Law, Main West Esplanade B.I.A.

THE BUSINESS IMPROVEMENT ADVISORY COMMITTEE PRESENTS REPORT 13-002 AND RESPECTFULLY RECOMMENDS:

1. Policing and Road Closures (Item 4.1)

That staff be requested to report back to the October meeting of the Business Improvement Area Advisory Committee respecting road closure requirements, taking into consideration the concerns expressed by Committee members.

2. Insurance Coverage for B.I.A.'s (Item 5.1)

That staff be directed to investigate the possibility of insurance coverage for the Business Improvement Areas through the City's insurance policy and report back to the Advisory Committee.

FOR THE INFORMATION OF THE COMMITTEE:

(a) CHANGES TO THE AGENDA

The agenda was approved as presented.

(b) DECLARATIONS OF INTEREST

None

(c) APPROVAL OF PREVIOUS MINUTES

The June 11, 2013 Minutes of the Business Improvement Areas Advisory Committee were approved, as presented.

(d) MEMBERS' UPDATES

Following updates were reported:

Wilf Arndt, Waterdown B.I.A.

- Waterdown Blooms is in the judging phase – Landscape Ontario is assisting with the commercial judging
- Renovations back on track at former Beer Store site; looking to create a village square/parkette type setting
- Farmers' Market – lots of hurdles/disappointments, but still pushing ahead; opening date is for May/June 2014; challenge is to get vendors; target is to get 15 bona fide vendors; otherwise, the project will not go through

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Mary-Louise Kallsen, Westdale Village B.I.A.

- Working on revamping social media plan from Facebook/Twitter to new website
- Have 87 active businesses and one rental unit available on street front and one basement unit

- Westdale will be attending McMaster sidewalk sale on campus on September 5; very busy day and can make great connections
- "Music in the Village" throughout July and August; hoping to extend into September
- Looking to do renovations in the village at King and Paisley
- Will be acknowledging very long-standing member of the community – Sheila Snider – and will be placing plaque
- Beautification projects going very well

Leah Higen, Ancaster B.I.A.

- Construction between Halson and Academy is not as extensive as last year; seems to be going OK; businesses are impacted but not to a large degree
- Summer student is working out well; highly recommend others to do the same; Canada Summer Jobs Program
- Films and music winding up at the end of August – well attended
- Planning a big musical event to carry on every year to lead into Heritage Days
- Will have food-related businesses using space where Coffee Cultures was located
- Earthbound Organic Market officially opened in Tim Horton's plaza at the end of July

Kerri Jarvi, Downtown B.I.A.

- Downtown Promenade continues – 2 weeks left; have some great bands scheduled over the next 2 weeks
- Localiscious – 12 restaurants participating - \$20 per person plus tax; added dine-around – 2 groups of 3 restaurants - \$45 per night
- Working on new Christmas banners to put round downtown core
- Have summer student through the Federal program and 4 clean street ambassadors through the YMCA – doing graffiti removal and general help with Promenade
- Ordered fall mums to go into planters in Gore Park
- Annual General Meeting is scheduled for January 5, 2014 at Slante
- Ten new businesses opened since January 1, 2013
- New dining guide published in June

Toni Greco, Locke Street B.I.A.

- Street is all unified to one organization
- Festival is ready to go; will be a few changes this year with 2 small stages (Festitalia Stage and Westtown) and 2 bigger stages at ends of street
- Still waiting for bagel shop to reopen and another coffee shop to open up
- Farmers' market is doing well

Patty Hayes, Ottawa Street B.I.A.

- Had very busy summer on Ottawa Street
- Lots of new businesses either just opened or about to open, including Millennium Jewellery, The Refinery (consignment of women's clothing), fourth location of Ole Gourmet in Hamilton; Auntie Boom's Retro Diner
- Have fewest number of buildings for sale in 17 years; one building for sale and 5 units for rent
- Street sale is on September 28
- Also have school on street – Canadian Academy of Osteopathy have expanded and opened osteopathic schools in Spain and Japan; international business; private for profit school
- City sub-contractor did not water baskets in the third week of July and all plants died; met with City staff; did manage to replace baskets, but not the same
- Have done a bit of a poll around restaurants; seeing bit of a negative impact because of no Tiger Cat games, and negative impact on game days

Shelly Wonch, Barton Village B.I.A.

- Had Real Estate Crawl event in June – very successful; more attendance than reported in media; extended thanks to City for assistance with Real Estate Crawl
- Next one is on Thursday, September 26; aiming to have one in Spring and one in Fall
- Have 9 new businesses opened up in last 8 weeks and have lots of buildings for sale, which is a good thing; hope to get good people who want to fix buildings
- New businesses include 3 tattoo shops, upholsterer (Couch Creations); artist sharing space with antique dealer; authentic Mexican restaurant; family café (FLA Café); Static Beauty Bar
- B.I.A. offices moved on July 1 to Bombardier Building at Barton and Wentworth Streets; policing centre will be relocating to former bank building
- Will be getting fall plantings in all street planters
- Banners have been replaced this summer and have been re-organized
- Exploring partnerships with Young Entrepreneur Professionals – looking for ways to help B.I.A. and community

Darlyne Mills, Dundas B.I.A.

- Have B.I.A. office on King Street – very visible
- Christmas wreaths are being re-done; working to get spotlights for trees

As some of the B.I.A.'s had indicated that they were getting new banners, Patty Hayes advised that there is a local company that will re-stitch banners into recycling bags, and suggested that it may be possible for the B.I.A.'s to pool their resources to possibly get a better deal to have the banners made into recycling bags.

Anne Winning introduced Peter Wobschall, Program Co-ordinator in Public Works, who will be the contact person for any issues that involve a division of the Public Works Department, and attending future meetings of the Advisory Committee. The Committee was provided with his e-mail address (peter.wobschall@hamilton.ca) and his extension (4819).

Eileen Maloney advised that she attended the Welcome event at McMaster, which was very well attended; good opportunity to provide information to new students and their parents about the City of Hamilton.

(e) PRESENTATIONS

(i) Policing and Road Closures (Item 4.1)

Bridget MacIntosh, Festival and Events Officer and Chair of the Special Events Advisory Team, attended the meeting to respond to questions of the Committee with respect to policing and road closures.

Ms. MacIntosh's comments included, but were not limited to, the following:

- Outlined the procedure for applying for road closure for events and what needs to be done
- Has been an explosion in new events; increase in event activity, combined with normal operations, supplies could not be provided
- Need to ensure that roads are closed properly and in accordance with Ministry of Transportation Book 7 standards
- Looked at ways of having 3rd party road closure companies to provide supplies in order to have roads closed properly
- Communication sent to previous applicants to advise of change in process and provided list of companies that they could use; will share this information with the Committee, if required
- Specifically targeted events that required full road closures
- New procedure laid out in 2013 SEAT guidelines explaining procedures
- 3rd party road closure company must be Book 7 trained
- staff review company steps of event for approval
- applications are reviewed by Police and appropriate number of police required is assigned

Questions/concerns raised by Committee members included, but were not limited to, the following:

- Can volunteers be trained in Book 7 procedures
- Ms. MacIntosh advised that staff is working with the Ministry for something more specific; individuals can be sent for training, but there is a cost involved; Ministry training is ore construction specific
- Can barricades be constructed privately; investigate possibility of 50/50 split for barricades for B.I.A. use only; could the City help secure preferred rates through their suppliers, should the B.I.A.'s wish to purchase
- Staff to investigate and report back to the Advisory Committee
- Disappointed that staff (SEAT) did not communicate with the Advisory Committee and attend one of their meetings when the procedure was being changed in 2012; done without consultation
- B.I.A.'s are doing most of the festivals/don't see events increasing

Ms. MacIntosh advised that she will take these concerns back to SEAT.

See Item 1 for the disposition of this item.

(f) DISCUSSION ITEMS

(i) Insurance Coverage for B.I.A.'s (Item 5.1)

Eileen Maloney advised that she had contacted B.I.A.'s in various other municipalities and reported the following:

Windsor	B.I.A.'s pay for their own insurance
St. Catharines	B.I.A.'s cover liability and content and the municipality covers Directors' and Officers' insurance
Simcoe	Insurance covered by the County and the B.I.A. is charged a premium
Toronto	Added to the City's general liability insurance and charged back by the City – approximately \$300 per year
Ottawa	When B.I.A. is designated, they are provided with an insurance quote from the City, depending on levy and members, and have the option of insuring under the City (cost involved) or obtaining their own
Port Credit	B.I.A. provides and pays for all insurance
Burlington	B.I.A. pays for content insurance; City pays for liability; not sure if there is a chargeback

Have not received responses from some other municipalities, including London and Guelph.

The City's Risk Management Section advised that as the legislative requirement through the Municipal Act does not direct that the City have day-to-day oversight of B.I.A. operations, the City's insurance company would not consider insuring the B.I.A.'s under the City's insurance policy.

Patty Hayes advised that she had some additional information relative to other municipalities, and advised of the following:

Timmins	City charges \$1,000 per year for DNO and liability
Kingsville	Fully insured through Town of Kingsville
St. Catharines	B.I.A. pays for event insurance and liability and content; municipality covers Board and Management
Georgetown	B.I.A. pays municipality \$1,000 to be co-insured with municipal insurance
Oshawa	City covers all event and liability insurance; B.I.A. pays DNO and content insurance
Orangeville	Covered for all mentioned insurance products under municipal insurance

See Item 2 for the disposition of this item.

(ii) CIP and Parking Revenue Funding Requests (Item 5.2)

The Advisory Committee members reported that CIP funding and parking revenues for the respective Business Improvement Areas were to be used as follows:

- (aa) Ancaster B.I.A.
 - CIP and Parking – Beautification (flowers and watering)
- (bb) Locke Street B.I.A.
 - Parking – Marketing
 - CIP – Beautification
- (cc) Barton Village B.I.A.
 - Parking – Split between beautification and marketing/advertising
 - CIP – Beautification (fall planters)/Office equipment/improvements
- (dd) Dundas B.I.A.
 - Parking – Marketing
 - CIP – Christmas decorations

(iii) Review of the Eligible Expenditures for the CIP Grant (Item 5.3)

The list of eligible expenses for the CIP Grant was amended to include office equipment and improvements.

(g) GENERAL INFORMATION/OTHER BUSINESS

(i) CoBALT Connects “Explore Your City” – Call for Volunteers (Item 6.1)

The correspondence from Karen Reiner of CoBALT Connects respecting their “Explore Your City” project and call for volunteers, attached hereto as Appendix “A”, was received.

(ii) General Information

Eileen Maloney provided an update with respect to the status of the HST rebate and advised that all of the information has been submitted to the Canada Revenue Agency.

(h) ADJOURNMENT

There being no further business, the Committee adjourned at 9:45 a.m.

Respectfully submitted

Darlyne Mills
Vice Chair

Carolyn Biggs
Legislative Co-ordinator
Office of the City Clerk

Biggs, Carolyn

Appendix "A" to Information Item (g)(i) of Business Improvement Area Advisory Committee Report 13-002

From: Karen Reiner [karen@cobaltconnects.ca]
Sent: Tuesday, July 23, 2013 10:48 AM
To: Maloney, Eileen; Biggs, Carolyn
Subject: EXPLORE YOUR CITY!
EXPLORE YOUR CITY!

CoBALT Connects is finding out what makes a neighbourhood vibrant, and is seeking people who want to see Hamilton in a new way.

As part of the Expressing Vibrancy project, we are looking for volunteer Neighbourhood Explorers to assist with research by completing unguided tours of one or more neighbourhoods, and working through a questionnaire as they do so. This is a great opportunity to explore your city, meet other civic-minded people, and make a contribution to a first-of-its-kind study.

If you have two hours to spare, we have a volunteer shift and a neighbourhood for you. Volunteers can complete shifts in small groups, pairs, or individually, and a staff contact person will be on hand throughout. Volunteers are welcome to commit to exploring multiple neighbourhoods, but only one shift per neighbourhood may be completed. All shifts are weather-permitting, and you will be informed ahead of time if a shift needs to be cancelled.

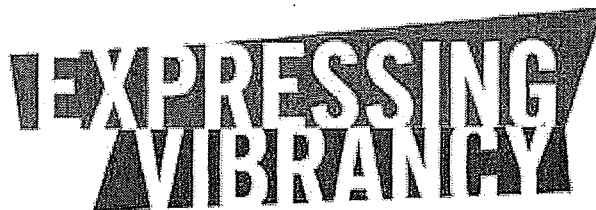
Neighbourhoods and dates include:

Locke Street South - August 7th, 9th, 10th and 11th
Ottawa Street - August 14th, 16th, 17th and 18th
James Street North - August 21st, 23rd, 24th and 25th
Barton Village - September 4th, 6th, 7th and 8th
Downtown Dundas - September 11th, 13th, 14th and 15th
Concession Street - September 18th, 20th, 21st and 22nd
Waterdown - September 25th, 27th, 28th and 29th
Westdale Village - October 2nd, 4th, 5th and 6th

CoBALT encourages volunteers of all ages, genders, socio-economic backgrounds, sexual orientations, and ethnicities to apply.

For more information about the project and to book your shift online, please visit: <http://www.cobaltconnects.ca/consultation/expressing-vibrancy>

Contact us today for more information and thank you for reading!



Karen Reiner
CoBALT Connects
Project Manager, Expressing Vibrancy Research Project
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www.cobaltconnects.ca

23/07/2013