



Hamilton

BUSINESS IMPROVEMENT AREA ADVISORY COMMITTEE MINUTES

8:00 a.m.

Tuesday, September 10, 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 Hignens, Ancaster B.I.A.
Patty Hayes, Ottawa Street B.I.A.
Marie-Louise Kallsen, Westdale Village B.I.A.
Tony Greco, Locke Street B.I.A.
Shelly Wonch, Barton Village B.I.A.
Susan Braithwaite, International Village B.I.A.
Connie Behie, Stoney Creek B.I.A.
Lia Hess, King Street West B.I.A.

Also Present: Eileen Maloney, P. Wobschall, A. Sweedland, C. Biggs

Absent: Wilf Arndt, Waterdown B.I.A.
Concession Street B.I.A.
Sean Rosen, Main West Esplanade B.I.A.
Adam Law, Main West Esplanade B.I.A.

8:00 a.m.

Members' Updates

The Committee members provided updates of activities, events, new businesses and other items of interest which are happening within their respective Business Improvement Areas.

Leah Hignens from the Ancaster B.I.A. announced that she will be vacating her position at the B.I.A. to pursue a different career path.

Matt Patricelli was in attendance on behalf of Keanin Loomis, President and CEO of the Hamilton Chamber of Commerce, and advised that a representative of the Chamber of Commerce will be attending future meetings as an observer.

8:30 a.m.

1. CHANGES TO THE AGENDA

Members requested that the following items be added to the agenda for discussion:

- (i) City's plans/preparations for Christmas decorations
- (ii) Participatory budget processes in Wards 1 and 2
- (iii) Branding exercise for the B.I.A.'s
- (iv) Plans for Pan Am Games
- (v) New Official Plan – impact on B.I.A.'s in terms of zoning status, etc.

(Drewitt/Hayes)

That the agenda be approved as amended.

CARRIED

2. DECLARATIONS OF INTEREST

None.

3. APPROVAL OF PREVIOUS MINUTES

3.1 August 20, 2013

The August 20, 2013 Minutes were amended as follows:

- (i) Page 2, under Westdale Village B.I.A., should read, "Shelagh", not "Sheila";
- (ii) Page 2, under Downtown B.I.A., should read "nnual General Meeting is scheduled for November 5, 2013 at Slainte Irish Pub, not January 5, 2014"
- (iii) Page 5, under "Questions/concern", second bullet point, should read "Ministry training is more construction specific", not "ore"
- (iv) Page 6, reference to "DNO" should read, "Directors and Officers"

(Hayes/Drewitt)

That the August 20, 2013 minutes of the Business Improvement Area Advisory Committee be approved, as amended.

CARRIED

4. PRESENTATIONS

4.1 Update – Food Trucks within City Parks – Adam Sweedland, Supervisor of Operations Support, Public Works (No Copy)

Adam Sweedland, Supervisor of Operations Support, Public Works, provided an update on food trucks within City parks.

The Committee was also provided with the following information:

- Food trucks operating in parks without permission will become an enforcement issue
- When implemented, the pilot project will be for a period of one year
- SEAT will allow respective event organizers to decide if food trucks will be permitted in parks if/when an event is scheduled.

A copy of Mr. Sweedland's comments are attached hereto.

(Hayes/Drewitt)

That the presentation respecting food trucks in City parks be received.

CARRIED

4.2 Update – Alleyway Management Program Status – Adam Sweedland, Supervisor of Operations Support, Public Works (No Copy)

Adam Sweedland provided an update respecting the status of the Alleyway Management Program and spoke to the following:

- Program overview
- Short-Term Actions
- Medium-Term Actions
- Long-Term Actions
- Next Steps

The Committee was advised that Alex Moroz, Community Liaison Co-ordinator, is the contact person for the "Adopt an Alley" program, and can be contacted by-e-mail at Alex.Moroz@hamilton.ca or at (905)546-2424 Ext. 1428.

The Committee requested that the amended inventory of alleyways be distributed.

A copy of the presentation is attached hereto.

(Hayes/Drewitt)

That the presentation respecting the Alleyway Management Program be received.

CARRIED

5. GENERAL INFORMATION/OTHER BUSINESS

5.1 Community Improvement Program (CIP) and Parking Revenue Funding Requests (No copy)

(Hayes/Drewitt)

That the CIP funding and parking revenue for the respective Business Improvement Areas be used as follows:

- (i) International Village B.I.A.
 - CIP – Beautification and office furniture
 - Parking – Events and marketing
- (ii) King West B.I.A.
 - Parking – Beautification and banners
 - CIP – Beautification and Christmas decorations

5.2 Items to be removed from the Outstanding Business List:

(Mills/Hayes)

That the following items be deemed complete and removed from the Outstanding Business List:

- (i) Item A: SEAT Program and Community Partnership Program Applications
(Addressed at August 20, 2013 meeting)
- (ii) Item E: Alleyway Management Program
(Addressed at September 10, 2013 meeting)
- (iii) Item F: Insurance for B.I.A.'s
(Addressed at August 20, 2013 meeting)
- (iv) Item G: HST Rebate/ Audit
(Addressed at August 20, 2013 meeting)

CARRIED

Other Business

(i) City's plans/preparations for Christmas decorations

Concern was expressed with respect to the timing of the decorations to be displayed in Gore Park relative to Remembrance Day services. Staff are to look into this and provide an update to the Committee.

(ii) Participatory budget processes in Wards 1 and 2

Concern was expressed with respect to the participatory budget process that is being undertaken by the Wards 1 and 2 Councillors relative to any ways to improve this process for other Wards which may be moving in that direction. Specifically, a concern was raised that in Ward 2, the business community was not provided with an opportunity to participate.

Chair Whitehead cautioned that not all voices were heard, and suggested that any specific concerns be raised with the Ward Councillor(s).

(iii) Branding Exercise for the B.I.A.'s

Concern was expressed that the Advisory Committee needs to do a branding exercise because of the many co-operative efforts that are being put forward to help promote the business district in the community; need to be looked at as a recognizable organization to allow public some access to information.

Chair Whitehead advised that the Clerk will arrange a meeting with himself and the appropriate staff to discuss this matter and report back to a future meeting of the Advisory Committee.

(iv) Plans for Pan Am Games

The Clerk advised that a presentation is scheduled for the October 8 Advisory Committee meeting.

(v) New Official Plan – Impact on B.I.A.'s in terms of zoning status, etc.

The Committee requested that Planning staff attend a future meeting of the Advisory Committee to provide an update with respect to the new Official Plan, and the implications on B.I.A.'s in terms of zoning status, etc.

(Hayes/Drewitt)

That Planning staff be invited to attend a future meeting of the Business Improvement Area Advisory Committee to speak to changes in the Official Plan, implications on the B.I.A.'s and implementation.

CARRIED

(vi) Street Maintenance

Patty Hayes advised that she had requested a sweep of the street, and was advised that the B.I.A. would have to pay for this service. Following a brief discussion, it was determined that this is a consistent problem experienced by all B.I.A.'s.

(Hayes/Drewitt)

That the appropriate staff be invited to a future meeting of the Advisory Committee to respond to questions respecting street maintenance and responsibilities. **CARRIED**

(vii) CPR Training

Chair Whitehead advised the Committee that he has been in discussions with the Paramedic Chief with respect to CPR/First Aid Training. Updates will be provided at future meetings.

(viii) Announcement

Kathy Drewitt and Eileen Maloney announced that the 2014 Conference of the Ontario Business Improvement Associations will be held in Hamilton from April 27 to 30, 2014 at the Sheraton Hamilton Hotel and the Hamilton Convention Centre.

Ms. Drewitt advised that plans are underway, and that volunteers will be required to sit on various committees to co-ordinate programs during the Conference.

Future Advisory Committee agendas will include a line item which will provide an opportunity for the Committee to be updated on the status of plans for the Conference.

6. ADJOURNMENT

(Mills/Hayes)

There being no further business, the Committee adjourned at 9:50 a.m. **CARRIED**

Respectfully submitted

Councillor T. Whitehead
Chair

Carolyn Biggs
Legislative Co-ordinator
Office of the City Clerk