

OTTAWA STREET BIA MEETING
Tuesday, September 19th, 2023
6:00pm – 7:00pm
BOARD MEETING MINUTES

B. Forgie **
T. Lute
S. Querob **
A. Clarke
E. Grad
S. Weiler

C. Braley.
M. Carruth
J. Abbiss
A. Terveld
M. Baker

** Not in attendance

1. Welcome & Introductions – M. Carruth

Introduce Stephanie Weiler, BIA Business Liaison and Administrative Coordinator

2. Minutes for August, 2023 Board Meeting – M. Carruth

- **Motion** to approve minutes from August 2023
- 1st T. Lute 2nd A. Terveld Carried

3. Treasurer’s Report – E. Grad

- Ottawa Street Bia \$160,974.53 Contingency \$11,403.21

4. Beautification Updates – A. Terveld & C. Braley

Awarded a grant for new banners for a total of \$4545.45 on top of the \$4000 put aside from BIA budget. Quote, from Classic Displays, 4 Banners (front and back), site inspection beforehand, installation, hardware and 4 additional banner arms for \$5354.84

1st E. Grad 2nd T. Lute Carried

New banners to be made all the same size, with expected installation being November-December 2023. Old Holiday banners will not fit new hardware, and a decision was made to keep new banners up for the holiday season.

Banner theme “community”, with the four sayings “shop here” “explore here” “dine here” “unwind here”. The City of Hamilton would like to offer additional funds, to then include an audio/video recording with community members sharing their experiences of working and living in Crown Point, in their native language. We will await news regarding if there

is room in their budget for this. The board confirmed interest in seeing an example of what the audio/video component would look like.

Adopt-A-Planter program on pause due to cost and confusion with the city regarding who moved them initially, will revisit in spring.

Hamilton Day Nov 4th. Funding available of \$1500, but all recipients must be members of the Chamber of Commerce, for a cost of \$430. Board members requested to look at further information regarding Chamber of Commerce membership benefits.

5. BIA Advisory Committee – C. Braley

Hamilton Day Nov 4th. Funding available of \$1500, but all recipients must be members of the Chamber of Commerce, for a cost of \$430. Board members requested to look at further information regarding Chamber of Commerce membership benefits.

Parking Revenue information (BIA Revenue Sharing Policy) was sent to board members prior to the meeting. Feedback from board members includes concerns regarding the weeks of free parking, the cost increase, customer experience, business impact, discrimination (due to smartphone technology requirement) and the fact that some Ottawa St. N meters are not on the app.

Ultimately, the board voted for option 3, with feedback including disagreement with the free holiday parking reduction, disagreement with the sole use of the app for parking, and a request to have all Ottawa St. N parking meters on the app. In addition, the board requests to have population density, economic situation, and availability of parking considered in parking pricing.

Graffiti Grant available through the City of Hamilton for BIA areas, with funding of \$200 per incident available up to a maximum of 5 incidents (\$1000) in a calendar year. This program is available until March 2024.

AGM Date: Nov 1, 2023 6:00pm at 151 Ottawa St N, Hamilton, ON L8H 3Z2, LG Wallace Funeral Home, with light refreshments provided.

Board decided on a hybrid option for future meetings (in person and virtual), with encouragement to join in person if available. BIA Coordinator to source projector for virtual option.

6. BIA Coordinator – C. Braley

Security cost quotes: Armour Team was quoted for services including use of patrols on foot and bike, removing trespassers on private property, private group chat for businesses to communicate through, reporting to the City of Hamilton, and responding to calls from businesses on the street in relation to shoplifting and security breaches. Costs of \$24-\$28/hour for services.

C. Braley attended Coffee with a Cop at Crown and Press Gallery. C. Braley discussed the need for pamphlets explaining the process of reporting a crime, and will follow up.

C. Braley discussed a lack of clear Anti-Harassment Policy within the BIA, and the board created a plan to meet in a small group before the next meeting. This meeting will be held to create a BIA Code of Business Conduct and Workplace Harassment or Violence policies.

7. Other

Holiday Request for Coordinator C. Braley : November 16th, 17th, 23rd, 24th
Request was approved.

Traffic Update from member A. Terveld IntersecCannon and Ottawa, Ottawa and Barton and Ottawa and Dunsmere. The City has decided they will put a four way traffic stop at the intersection of Ottawa and Cannon. split phasing operation of traffic signals for east west movement at Cannon and Ottawa, due to being identified as a high impact intersection, with plans to repaint the lines on the road as well. The Ottawa and Barton street left hand turn restriction will remain, but a request was made to be included in future long term planning for Barton street. For the intersection of Ottawa and Dunsmere, a request for a full traffic signal was denied due to requirements not being met currently.

Budget meeting request made, and will be held at a specific date and time before the next board meeting.

8. Dismissal

NEXT MEETING: 3rd Tuesday in October (17th), 2023 6:00 – 7:00pm