

## **OTTAWA STREET BIA MEETING**

**August 26th 2025**

**6:00pm – 7:00pm**

### **BOARD MEETING MINUTES**

M. Carruth  
T. Lute  
A. Clark  
E. Grad  
S. Weiler  
K. Rogelstad  
A. Lantos  
A. Mayer  
R. Henderson  
K. James  
A. Lynn  
B. James  
M. Nethercot  
P. Caldwell  
C. Geissler

T. Hwang  
P. Harrison  
K. Swayze  
J. Weide  
M. Weide  
P. Fonovic  
C. Chabot  
L. Stewart  
R. Stewart  
P. Marchand

#### **Welcome & Introductions – M. Carruth**

#### **Minutes for Board Meeting – M. Carruth**

##### **Motion to approve minutes from June 2025**

- 1<sup>st</sup> A. Clark 2<sup>nd</sup> T. Lute Carried

#### **Treasurer's Report – E. Grad**

**Ottawa Street Bia:** \$107,398.58

**Contingency:** 17,316.96

#### **Beautification Updates – S. Weiler**

##### **Benches**

We have received permission from the City to complete the bench painting in our brand colours. Work is currently 1/8th complete. Two benches have been damaged, one located north of Boardwalk Cheesesteak and one at Mike Subs, due to snow plow activity. S. Weiler has contacted Crozier Enterprises Ltd regarding replacement of the damaged benches.

##### **East Kiwanis Place Parkette**

East Kiwanis Place Parkette continues to be regularly maintained. S. Weiler to reach out to the City's Parks department to discuss the possibility of repairing and replacing current street furniture, including addressing the repeated graffiti on the fountain, water box, and metal structures. An update will be provided at a future meeting.

## **Hanging Baskets**

The board and business owners approved the option of purchasing hanging baskets for 2026 through the City of Hamilton. S. Weiler presented the costs for each option, including watering. It was decided that we will move forward with acquiring a total of 28 hanging baskets for 2026.

## **BIA Advisory Committee – S. Weiler**

### **Food Service Vehicles - Schedule 6 of the City of Hamilton Licensing By-law**

S. Weiler was in attendance at the July BIA Subcommittee meeting and received the presentation regarding food service vehicles. To operate a food service vehicle in Hamilton, a valid business licence is required under Schedule 6 of the City of Hamilton Licensing By-law No. 07-170. This includes various types of vehicles such as motorized or non-motorized food trucks, trailers, and carts. Operators must adhere to specific regulations, including obtaining a Certificate of Inspection from the City's Public Health Services Department, ensuring proper waste disposal, and displaying a valid food service vehicle plate. Additionally, permits are required for operating in parks, with restrictions on the number of vehicles and operating hours.

## **Hamilton's Financial Incentives - Municipal Grants Programs**

### **Meeting Guest: Phil Caldwell (Manager of Small Business and Commercial Districts, City of Hamilton)**

Phil Caldwell, Manager of Small Business and Commercial Districts at the City of Hamilton, presented on the City's financial incentive programs aimed at supporting property owners within strategic commercial districts. He initially presented online at the July BIA Subcommittee meeting and later attended the board meeting in person to answer questions and address concerns from the board and Ottawa Street business owners.

The program is a 50/50 cost-sharing initiative for physical improvements, intended to enhance both the aesthetics and functionality of commercial spaces. Eligible costs can include façade improvements, signage, outdoor lighting and graffiti removal. Upcoming updates to the program will also cover permanent waste-containing receptacles/facilities to deter dumping and manage on-street waste from broken bags.

Due to the increase in crime on Ottawa Street, questions were raised regarding the feasibility of using the grants to install security roll-down doors, which are currently restricted due to curb appeal and beautification guidelines. Concerns were discussed about open-air drug use, loitering, and unsheltered individuals occupying business entryways and back spaces. Business owners shared their experiences with crime, including break-ins, dumping, theft, and other issues. It was noted that the incentive program will be replanned in September, providing an opportunity for businesses to give input to ensure that the services and incentives offered effectively support the needs of the businesses they are intended to assist. Phil Caldwell will return to the BIA Subcommittee to gather input from the BIAs and collect data to inform the review and revamping of the City's financial incentive programs.

## **BIA Coordinator– S. Weiler**

### **Waste Hamilton Update**

The City of Hamilton has confirmed that commercial recycling collection will continue in 2026. As stated in their resolution, staff are authorized to continue collection and processing of recyclables for all non-eligible properties previously serviced, with funding allocated through Reserve 112270 – Waste Management Recycling. This means that BIA members will not be responsible for covering the costs associated with commercial recycling for 2026.

### **Homeless Toolkit**

The City of Hamilton has created a new toolkit to help businesses respond thoughtfully and effectively to concerns related to unsheltered individuals in their spaces. The resource offers guidance on who to contact, information about local service providers and supports, and suggestions for inclusive and respectful language. While it specifically references Business Improvement Areas (BIAs), it can be useful for any business or community member navigating complex social challenges. The toolkit is available for download at <https://investinhamilton.ca/support> and hard copies are available at the office.

### **Holiday Parking**

S. Weiler presented the projected parking revenue for the BIA and the option to approve or deny offering free holiday parking for December, noting that the cost would be drawn from these funds. A motion to not offer free holiday parking this year was put forward by T. Lute and seconded by E. Grad. The motion was carried.

### **Safety/Crime**

There have been many reports of crime on Ottawa Street North from both businesses and community members. S. Weiler is actively working with the Division 2 Crime Manager and City councillor T. Hwang to address these concerns. On September 3rd at 7:00 p.m., S. Weiler and P. Fonovic will conduct an evening audit of the street.

S. Weiler will explore the option of hiring a part-time security guard to monitor the street during off-hours and will share this resource with neighboring BIAs for consideration as a potential partnership.

### **Business in a Box**

The landlord has not approved parking of the Business out of the Box shipping container that is currently located at Crown Point Community Church, citing concerns of potential damage to the lot here at 3 Britannia Avenue. The container has been unactivated for several years; however, the YWCA has granted permission for it to be moved and utilized. S. Weiler asked the board and business owners for alternative location ideas and will follow up with potential sites to determine relocation options.

**Other– S. Weiler**

**AGM 2025- Approved**

Date: Tuesday, November 4th (First Tuesday of November)

Location: LG Wallace Funeral Home – 151 Ottawa St N.

**Board Member Additions:**

Additions of new board members were presented, including A. Mayer, K. Swayze, and R. Henderson. Votes were completed by email, in person collection and google form due to the cancellation of the July meeting.

**Motion to approve the new board members**

- 1<sup>st</sup> A. Clark 2<sup>nd</sup> A. Lantos Carried

**Dismissal**

**Next Meeting:** September 16th 2025

**Location:** BIA Office, 3 Britannia Avenue, Hamilton ON, or online.