

OTTAWA STREET BIA MEETING

June 16, 2026

6:00PM-7:00PM

BOARD MEETING MINUTES

T. Lute	M. Weide	K. Nunn
A. Clark	L. Foster	J. Gale
E. Grad	H. Harrison	C. Chabot
S. Weiler	R. Balla	P. Fonovic
K. Rogelstad	S. Queroub	N. Newman
A. Mayer	T. Pitten	A. Lantos
J. Weide	K. Swayze	

Welcome & Introductions – A. Clark

May 2026 Minutes & May Emergency Meeting Minutes – A. Clark

Motion to approve emergency meeting minutes from May 2026

1st K. Swayze 2nd K. Rogelstad

Treasurer's Report – E. Grad

Ottawa Street Bia: \$ 120,831.26

Contingency: \$745.29

Motions and Approvals – A. Clark

MOTION 1: Adoption of a Formal Hybrid Meeting Model

A motion was made to adopt a formal hybrid meeting model for Ottawa Street BIA Board meetings.

1st K. Swayze 2nd K. Rogelstad

MOTION 2: Adoption of Phone Poll Procedure for Urgent Between-Meeting Decisions

A motion was made to adopt a phone poll procedure for urgent decisions arising between scheduled Board meetings.

1st K. Swayze 2nd K. Rogelstad

MOTION 3: Addition of New Board Members

A motion was made to approve the addition of new Board members to the Ottawa Street BIA Board of Directors.

J. Gale
R. Balla
H. Harrison

M. Jones
L. Foster

1st K. Rogelstad 2nd E. Grad

MOTION 4: Formation of Subcommittees

A motion was made to approve the formation of subcommittees for the Ottawa Street BIA.

1st K. Swayze 2nd K. Rogelstad

MOTION 5: Appointment of Chair

A motion was made to appoint A. Clark as Chair of the Ottawa Street BIA.

1st K. Swayze 2nd A. Lantos

MOTION 6: Appointment of Vice Chair

A motion was made to appoint R. Balla as Vice Chair of the Ottawa Street BIA.

1st K. Swayze 2nd A. Lantos

MOTION 7: Resignation of T. Lute from the Ottawa Street Board of Directors

A motion was made to accept the resignation of T. Lute from the Ottawa Street BIA Board of Directors.

1st K. Swayze 2nd K. Rogelstad

Subcommittees

Governance: Oversees the policies, bylaws, and procedures that guide how the BIA operates. This committee ensures the organization remains accountable, transparent, and compliant, and that our Board is equipped to lead effectively.

Attraction & Retention: Focuses on bringing new businesses to the corridor and supporting the growth and longevity of those already here. This committee works to strengthen Ottawa Street North as a destination where businesses want to be and stay.

Marketing & Events: Plans and promotes the events, campaigns, and initiatives that drive foot traffic, build community, and keep Ottawa Street North top of mind across Hamilton and beyond. This includes signature events like Sew Hungry and ongoing digital and print outreach.

Beautification & Streetscape: Champions the physical look and feel of the corridor, from banners, waste clean up, lighting, and art installations to street furniture and seasonal décor. This committee ensures Ottawa Street North remains a vibrant, welcoming, and visually distinctive destination.

115 Campbell Lot

A letter has been submitted to the Mayor's office regarding the 115 Campbell Avenue parking lot. The next step is to schedule a meeting with the Mayor's office to discuss the matter further. Preferred days, times, and expected attendance numbers were collected at the meeting and will be communicated to the Mayor's office, along with confirmation of whether the meeting will be held in person or virtually.

Beautification Updates – S. Weiler

Hanging Baskets & Parkette

Thirty-three hanging baskets have been installed along Ottawa Street North. S. Weiler is currently coordinating with the City to complete the custom “Ottawa Street” themed utility box wrap in the parkette.

BIA Advisory Committee – S. Weiler

Overview of Mainstreet Two-Way Conversion

In May 2022, Hamilton City Council approved the conversion of Main Street from one-way to two-way traffic. The project covers a six-kilometre stretch from Dundurn Street West to Gage Park (Delta), with a total project cost of \$26.2 million, \$13.1 million allocated in the 2026 capital budget and the remainder in 2027. Construction is expected to take up to two years and will include road resurfacing, updated traffic signal infrastructure, pavement markings, and signage.

The project follows a Complete Streets approach, prioritizing safe access for pedestrians, cyclists, transit users, and motorists. Phased safety improvements have been underway since 2022.

While the conversion falls outside of the Ottawa Street BIA boundary, the area may experience impacts related to traffic flow as a result of construction activity and route changes along the corridor. For businesses along the broader corridor, the conversion is expected to bring short-term disruption from construction activity, adjusted parking locations, and lane reductions. Longer-term, the shift to slower, two-way traffic is anticipated to increase pedestrian volumes and improve conditions for street-level retail and local businesses.

Updates from Economic Development

The 2026 BIA Annual Report checklist has been provided to the BIA. A reminder was received to complete the annual audit. The BIA budget draft template, to be used for 2026, is expected to be available by the end of the week.

BIA Coordinator – S. Weiler

2026 Budget

Ahead of 2027 planning, a review of the 2026 budget is to be completed by the Board. S. Weiler to coordinate the meeting urgently.

CEF Grants:

After reviewing the agenda for The City of Hamilton Grants Sub-Committee meeting S. Weiler unofficially reported that the BIA might be eligible for receiving \$5,940.00 for a Thrift Crawl/Saturday Series series, \$5,540.00 for the Holiday Cheer Event, and \$7,756.00 for Sew Hungry. This information would be confirmed at the CEF Grants meeting held on Wednesday, May 20, 2026 at 9:30 a.m, S. Weiler to attend virtually.

Main and Ottawa Construction

Construction at the intersection of Main Street East and Ottawa Street North is underway as part of LRT enablement works. The project involves replacing City of Hamilton watermains and sewers, relocating Bell Canada and Alectra infrastructure, and road resurfacing. The work is intended to prepare the corridor for future Hamilton LRT construction.

Phase 1: Mobilization (July 7, 2026) Construction crews began mobilizing at the intersection on July 7, 2026. This phase involves preparatory work and initial utility and infrastructure activities prior to the full intersection closure.

Phase 2: Full Intersection Closure (August 15, 2026) A full closure of the intersection is scheduled to begin on August 15, 2026, and is expected to last approximately four months, subject to weather and construction conditions. During this phase, Main Street East will be closed between Balmoral Avenue and Edgemont Street, and Ottawa Street North will be closed between Dunsmure Road and Maple Avenue. HSR bus routes 1 (King), 10 (B Line Express), and 41 (Mohawk) will be detoured, with temporary bus stops installed along the detour routes. Hamilton Police Service will patrol the area to enforce traffic safety. A crossing guard will also be added at Dunsmure Road and Grosvenor Avenue North when school resumes in September.

Side street access for residents will be maintained throughout, and emergency services and waste collection will continue without interruption. When the intersection reopens, all major road work is expected to be complete, with only minor finishing work remaining.

The BIA is encouraged to remind member businesses and customers to plan alternate routes and to support Ottawa Street North businesses throughout the construction period.

IDA Conference

S. Weiler reminded the board that the City of Hamilton will be paying for her attendance at the IDA Conference from September 1, 2026 to September 3, 2026. The City of Hamilton will be paying the \$955.00 registration fee for S. Weiler, and the BIA budget will fund the accommodations. S. Weiler is looking into sharing costs for accommodations with another BIA. The office will be closed Tuesday, September 1–4 for the Conference.

Other – S. Weiler

Dismissal

Next Meeting: July 21, 2026

Location: Online Only