The meeting was called to order at 8:10 a.m.

1. **Welcome and Introductions**
   Attendees introduced themselves.

2. **Round Table Updates**
   (a) **Tony Greco, Locke St. BIA**

   T. Greco advised that an Art Gallery has closed but a shoe store is relocating in the space. The BIA does have some vacant space on the upper level of buildings; the ground level space is all filled.

   (b) **Wilf Arndt, Waterdown BIA**

   The Restaurant Coupon days begin on May 13, 2012. The BIA has been working on a new parkette at John and Hamilton; once completed they will have an opening ceremony. New flowerbeds are being planted in front of Turtle Jack's. The BIA will be hosting movies in the park. Two new businesses have located within the BIA; Jupe, a ladies clothing store and a saddlery store have opened. W. Arndt presented the new Coat of Arms for Flamborough.
(c) Leah Higens, Ancaster BIA

This is the second year that the BIA will be hosting Films at Fieldcote. The BIA currently has 27 vendors for the Ancaster Farmers Market and they have received grant money for the music at the Market. The BIA recently met with Sylvia Renshaw to discuss their vision for the area. Hazel Milsome and Alan Waterfield will be attending a meeting with their members on May 23, 2012.

L. Higens requested that the 2012 Parking Revenue Funds for the Ancaster BIA be used for the cost of flowers and watering of the flowers, it was MOVED by T. Greco, SECONDED by K. Drewitt, CARRIED

ACTION: E. Maloney will prepare a cheque requisition.

(d) Marie-Louise Kallsen, Westdale Village BIA

The Westdale BIA is currently re-branding their area. New banners, an updated website and landscaping initiatives are underway. They are partnering with McMaster for the Open Streets event that will be held in September.

(e) Shelly Wonch, Barton Village BIA

S. Wonch advised that the ‘Good Times Celebration’ will not be held this year. New businesses have opened; Hargaita’s food establishment and a small art studio that will be providing psychic readings. Their new flower project will be in place by the end of May, beginning of June. It will include cement flower planters that the BIA will be maintaining. They are currently revamping their website and the BIA is now on ‘twitter’.

(f) Ritta Nazi, Public Works

Ritta attended the meeting on behalf of Ed DeVries. R. Nazi advised that the maintenance to the tree pits on King St within the Downtown Hamilton will be completed by the end of May.

(g) Kathy Drewitt, Downtown Hamilton BIA

There are several new businesses within the BIA, in the last 3 months 12 new businesses have opened. K. Drewitt advised that she and S. Braithwaite will be holding auditions for Music in the Village and the Gore Promenade. K. Drewitt distributed vendor application forms for the Gore Promenade and noted that they would be interested in having a book store or flower shop at the event. The ‘Downtowner’ magazine is out and should be delivered within the week. They have launched their new website, downtownhamilton.org. The Downtown Hamilton Board did a walkabout throughout their area to identify areas in need; banner arms, graffiti, etc.

K. Drewitt advised that her trip to Thunder Bay to attend the OBIAA Conference was informative and passed out amethyst stones that she received while on a tour of the City. She also noted that each time she attends the conference she recognizes the support that the City of Hamilton
provides to the BIAs. K. Drewitt expressed her appreciation respecting the support that the City of Hamilton provides the BIAs and requested that her thank you to the City be recorded in the minutes.

K. Drewitt requested that the funds for the operating budget grant be used for beautification projects and the hiring of their summer coordinator and that the funds from the Parking Revenue Sharing program be used the Gore Promenade, it was MOVED by T. Greco, SECONDED by S. Braithwaite, CARRIED.

ACTION: E. Maloney will prepare the required cheque requisitions.

(i) Susan Braithwaite, International Village BIA

S. Braithwaite advised that the Goodwill Restaurant Tour will be on Saturday, May 12, 2012, 11:00 a.m. – 5:00 p.m. They have a new bookstore in the BIA, J.H. Gordon Books. Mathew’s Kitchen; a restaurant that had closed has reopened. ‘Music in the Village’ will commence in July.

3. Information Update Report

Special Events
E. Maloney will request input from the HABIA Sub-committee to determine required follow up from their February meeting with members of the SEAT committee.

KIOSKS – Pilot Project
Public Works has advised that operationally the Kiosks are performing above and beyond expectations and operations staff have noticed an improvement in all areas.

BIA By-law
Following review by the City Councillors, the report will be presented to GIC for approval. The date is yet to be determined.

Award of Excellence
A sub-committee of HABIA was established and will comprise, Susan Braithwaite, Shelly Wonch, Tony Greco, Connie Behie and Elisha Proietti. E. Maloney will be meeting with representatives from the Hamilton Chamber of Commerce and the Small Business Enterprise Centre to provide and receive input respecting the partnership for the full day event. A meeting with the HABIA sub-committee will follow.

Open for Business Review Sub-committee
The sub-committee received delegates at their meetings on April 11 and 25th, to provide input respecting their experiences with City Hall when opening or expanding their business.

HABIA App
L. Higens advised the group that they are hoping for a June launch. The app is in test mode now and she will be sending the link to the app tomorrow. It is required
that all participating BIAs submit their information before June 1, 2012. A representative from Factor(e) will attend the June HABIA meeting to show the group how to use the administrative side of the app.

**Advertising in the Spectator**

The Spectator has advised that 6 BIAs will be participating; a contract will be sent to the BIAs and will confirm commitment. The proposed launch date is June 6, 2012.

4. **Minutes of the Meeting held April 10, 2012**

It was MOVED by D. Mills SECONDED by S. Wonch that the minutes of the meeting held April 10, 2012 be approved, CARRIED.

5. **Status of HABIA – Mary Gallagher**

M. Gallagher distributed a document that outlined key differences of a Board vs. Advisory Committee and a copy of the City of Hamilton Advisory Committee Procedural Handbook. (copies attached) The information was discussed and it was determined that the Strategic Plan that was developed for HABIA should be reviewed by all to determine if any items would present a conflict for HABIA in their current status as a sub-committee.

It was noted that the original forum for this committee was to meet collectively with the BIAs to share information and to receive feedback.

ACTION: Each member of HABIA is requested to review the Strategic Plan to identify any items they feel may present a conflict or that would require Council approval for implementation. M. Gallagher will attend a meeting with HABIA to review the Strategic Plan and provide input.

6. **Food Truck Update – Al Fletcher**

A. Fletcher distributed copies of the Staff report that will be presented to the Planning Committee on May 15, 2012. It was noted that the biggest change was that the 100 metre separation requirement was being reduced. It was MOTIONED by T. Greco, SECONDED by L. Higens that:

a) Staff should come back to HABIA for further consultation, and

b) HABIA has reached a consensus that any food truck should receive permission from the BIA to locate and operate within their area.

**Those in favour,** Wilf Arndt (Waterdown BIA), Tony Greco (Locke St. BIA), Leah Higens (Ancaster BIA), Marie – Louise Kallsen/ Joe Thivy (Westdale Village BIA), Kathy Drewitt (Downtown Hamilton BIA), Susan Braithwaite (International Village BIA), Darlyne Mills (Dundas BIA), Shelly Wonch (Barton Village BIA), Lynn Page (Concession St. BIA)

**Not present,** Connie Behie (Stoney Creek BIA), Patty Hayes (Ottawa St. BIA), King St. West BIA

CARRIED

It was determined that the Chair and Vice-Chair of HABIA would present the above motion at the Planning Committee and that each BIA will present their individual positions.
8. Other Business

OBIAA Conference Bid - 2016

E. Maloney advised the group that OBIAA is currently reviewing the bid process and will provide Tourism with a copy of the submission form once completed. E. Maloney asked the members of HABIA to present the opportunity to their board to determine if there is interest to pursue a bid. Hosting the conference would require input and participation from the BIAs.

Audit Update

Several BIAs have received their draft financial statements. Grant Thornton is to be advised that your Board of Management has accepted the financial statement as presented. Once the draft is accepted, final statements will be sent and one needs to be signed and sent back to Grant Thornton.

Website Update

E. Maloney has received input from several BIAs respecting the information about their BIA on the investinhamilton.ca website. E. Maloney will request that the requested changes/updates are reflected on the website.

Future HABIA Guests

June 13, 2012

Gene Stodolak – Mohawk College
Representative from Factor(e)
Phil Homerski – Clean City Liaison Committee

The following requests were received for use of the operating budget grant and the revenue sharing grant.

<table>
<thead>
<tr>
<th>BIA</th>
<th>Operating Budget</th>
<th>Revenue Sharing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Locke St.</td>
<td>Beautification</td>
<td>Beautification/Marketing</td>
</tr>
<tr>
<td>Waterdown</td>
<td>Streetscape Project</td>
<td>Streetscape project- use of funds from 2011 and 2012</td>
</tr>
<tr>
<td></td>
<td></td>
<td>W. Arndt advised that all approval for the project has been received.</td>
</tr>
<tr>
<td>Concession St</td>
<td>Banners</td>
<td>Banners, marketing and special events</td>
</tr>
<tr>
<td>International Village</td>
<td>Beautification</td>
<td></td>
</tr>
<tr>
<td>Barton Village</td>
<td></td>
<td>Streetscape project – use of 2011 allocated funds.</td>
</tr>
</tbody>
</table>
Approval for the project has been received.

| Dundas | Classic Display – Christmas Decor |

The requests were MOVED by T. Greco SECONDED by W. Arndt, CARRIED.
ACTION: E. Maloney will prepare the cheque requisitions.

10. Next Meeting
The next meeting is scheduled for June 12, 2012 8:00 a.m. Room 264.

11. Adjournment
The meeting adjourned at 10:15 a.m.

Eileen Maloney, BIA Coordinator, Urban Renewal Division