The meeting was called to order at 8:05 a.m.

1. **Welcome and Introductions**

   Attendees introduced themselves.

   E. Maloney introduced Judy Lam; Judy recently joined Urban Renewal as the Senior Business Development Consultant. Judy has worked for Infrastructure Ontario, which funded many major projects in Ontario, some in Hamilton as well as affordable housing projects in Hamilton. Judy has also worked with TD Commercial Banking and a private sector leasing company. Judy worked with the Small Business Advisory Group in Toronto.
2. **Round Table Updates**

(a) **Leah Higens, Ancaster BIA**

Their Farmers Market starts on Wednesday, June 13, 2012. Heritage Days was a good event, providing lots of fun for all. Music of Fieldcote will start next month and the Ancaster BIA gateway will be completed by the end of June.

(b) **Sean Rosen, Main West Esplanade BIA**

S. Rosen advised that the BIA has recently been revived and they are starting to get themselves organized.

(c) **Leah Brouwers, Dundas BIA**

Buskerfest was held last weekend. Their Secret Garden Tour will be held on June 24, 2012. The Rotary Club hosted a lobster fest at which 1000 people were served. Their Market will begin on June 14, 2012. The BIA is currently implementing a BIA Health Group benefit plan.

(d) **Grant Valley, Westdale Village BIA**

They will be holding a Father’s Day Pancake event. They are working on their website, hoping to launch in July. Their vacancy has been filled with a Women’s Clothing Store.

(e) **Lynn Page, Concession St. BIA**

L. Page advised that they did not reach their goal to achieve a kazoo player record but many people attended the event and it brought a lot of media attention to the area. The Farmer’s Market will be held each Saturday, 7 a.m. – 1 p.m. Music on the Street will commence in July.

(f) **Connie Behie, Stoney Creek BIA**

C. Behie advised that a new lawyer and a specialty coffee and teashop have located in their area.

(g) **Kathy Drewitt, Downtown Hamilton BIA**

K. Drewitt expressed her appreciation in respect to the Downtown Revitalization Summit that was recently held in the downtown and extended a thank you to G. Norton and his staff for their efforts to make the event happen.

The Gore Park Promenade has been pushed back due to construction of the pedestrian walkway, which will see more trees in the area. The promenade is scheduled to commence on July 11 and will be held Wednesday, Thursday and Friday, through to September. Many themes are being scheduled; Golf in the Gore to coincide with the Canadian Open, Fringe Week, Sports Week and Kids Week. “Welcome to the Core” is a new event that will be held on June 23 and 24, 2012. The BIA has two new board members and they have developed a new website.
(i) **Patty Despinic, Ottawa St. BIA**

P. Despinic distributed a calendar of events for the Ottawa St. BIA. They will be holding a Father’s Day celebration and the following week a Customer Appreciation Day will be held at the Market, the first 250 attendees will receive a ‘salad to go’. Ottawa St. will be hosting ‘Sew Hungry” again in the fall. They have finished their new re-branding exercise and have new banners.

(j) **Susan Braithwaite, International Village BIA**

New businesses have opened; Appleberry Café and a new variety store. A new patio has opened at the Jet Café. On July 4, 2012, they will be launching Music in the Village; it will be held each Wednesday and Friday, 12 p.m. – 2 p.m. Steve Sinnicks will attend Music in the Evening on July 6, 2012. The Hamilton Art Market will be held at the Ferguson Station beginning the end of June.

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

Their streetscape initiatives are nearing completion. The Coupon Days that was featured with the area restaurants has finished and it was very successful. Movies in the park will start in July. An appeal to the OMB has been launched to oppose the approval of a 1500 square foot establishment in the development at Hwy 5 & 6.

3. **Information Update Report**

   **Award of Excellence**

   E. Maloney met with Kristin Huigenbos, SBEC to review the partnership with their office and the Hamilton Chamber of Commerce. K. Huigenbos will be attending a conference during the week of June 17, 2012 at which the criteria for the event hosted by her office will be reviewed. A meeting will be arranged with the HABIA sub-committee and SBEC upon her return to discuss where/when the presentation of the BIA award program should be.

   **Mobile Refreshment Vehicles – Al Fletcher**

   At the meeting of the Planning Committee on June 5, 2012 there was discussion respecting the proposed by-law. A. Fletcher has advised that the staff report will be at the June 19, 2012 Planning Committee meeting. The following information was provided.

   Allowing BIAs to “opt-out" should be based on one or more of the following concerns, health and safety, consumer protection or nuisance prevention which protect the general public interest.

   Staff has been asked to clarify the 20-metre distance and how it will be measured.

   Vehicles cannot locate within 100 metres of a special event as it could present a safety and nuisance issue.

   The concern respecting the noise issue caused by the generators will be monitored over the summer. As new refreshment vehicles are built, the concern should be addressed.
Maps are being prepared for each BIA. A. Fletcher plans to speak with a representative from each of the BIAs to coordinate a walk through of the respective area to identify where vehicles may be able to locate based on 20, 30 and 50 metre set backs.

Due to time constraints, the request to designate space for the food vehicles to locate within each BIA has not been investigated.

Any food vehicle that locates on private property must submit written approval from the owner of the property to the City.

They need to look at provisions for food vehicle events with restaurants.

When the proposed By-law is approved at Council A. Fletcher will work with the BIAs individually to address specific needs.

4. **Group Discussion**

This item was deferred to the latter part of the meeting.

5. **Minutes of the meeting held on May 8, 2012**

The item was missed and will be placed on the agenda for the July meeting.

6. **Kiosk Pilot Project – Joe Xamin**

J. Xamin advised that overall the pilot project has been a great success. Staff may recommend that the program be expanded now rather than waiting for the 18-month period that was established for the pilot project to expire. J. Xamin asked for input from those who are interested in having the program in their area.

P. Despicnic from the Ottawa St. BIA advised that they are interested but requested that implementation occur in conjunction with their streetscape masterplan. W. Arndt advised that Waterdown is very interested to have the program implemented as soon as possible. L. Higens also advised that the Ancaster BIA is interested in implementation of the program in their area.

7. **Clean City Liaison Committee (CCLC)– Phil Homerski**

Information about the CCLC was distributed. P. Homerski advised that the terms of reference have been changed to identify that a member of HABIA would be a voting member of the committee. The inception of the CCLC was an initiative from the Clean City Strategy. The purpose of the committee is to engage all stakeholders throughout the City. The committee meets monthly and the time of the meeting will be determined once the membership has been approved. It was MOVED by D. Mills, SECONDED by W. Arndt that Grant Valley be appointed as the HABIA representative on the CCLC, CARRIED.

ACTION: E. Maloney will advise the City Clerk’s Department.

8. **Mohawk College Future Ready Talent Strategy – Gene Stodalak**

A package that outlined the program was distributed to each BIA. The business card for Gene Stodalak that provided his contact information was included. The intent of the program is to create partnerships throughout the community and to develop programs and opportunities for students to be involved with the community. A programming committee meets 3 times a year and input from the BIAs respecting the needs and ideas would be appreciated. S. Wonch identified possible opportunities for students and G. Stodalak responded that all input is
appreciated and becoming part of the programming committee would help to address the needs of the BIAs. The package includes information about co-op opportunities and lunch and learns information sessions.

ACTION: The BIAs will advise G. Stodalak if there is an opportunity for them to collaborate with Mohawk College respecting the program. Those interested in being part of the Program Advisory Committee should advise G. Stodalak.

9. **HABIA App - Martin Eckart, Factor(e)**

A visual presentation of the app was provided. The process for each BIA to maintain their information was reviewed. It was requested that the participating BIAs that have not yet submitted all the required information should do so to prior to the June 18, 2012 launch date.

ACTION: L. Higens will electronically send the process for administration/maintenance functions to the BIAs. E. Maloney will advise M. Marini of the June 18, 2012 launch date.

8. **Other Business**

*Future HABIA Guests*

**July 10, 2012**

Mary Dill, Path Employment Services – Breaking Barriers, Building Pathways Accessibility Challenge

**August 14, 2012**

Shannon McKie, Planning & Economic Development, Planning Section – Commercial & Mixed Use Zoning

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

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<tr>
<th>BIA</th>
<th>Operating Budget</th>
<th>Revenue Sharing</th>
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<tr>
<td>Ancaster</td>
<td>Flowers &amp; Watering</td>
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<td>Westdale Village</td>
<td>Beautification</td>
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The requests were MOVED by P. Despinic SECONDED by K. Drewitt, CARRIED.

ACTION: E. Maloney will prepare the cheque requisitions.

4. **Group Discussion – the items were discussed at this time**

**Responsibility for HABIA delegation requests**

It was determined that the person responsible for HABIA delegation requests to committees of council would be recorded in the minutes of the meeting at which the delegation status was identified, E. Maloney (the Staff liaison) would usually be the one identified to do so.
Committing to an approved position of HABIA

D. Mills addressed concerns that the position of HABIA that was discussed at the May HABIA meeting respecting the food truck By-law did not appear to be communicated by some of the BIAs who spoke to the issue at the Planning Committee meeting May 15, 2012.

Since the business from the regular HABIA meeting was complete, discussion pursued respecting the status of HABIA.

The group discussed that having the Councillor as the Chair of HABIA was the best fit and that having any other member of HABIA may present a conflict as it may not be supported by the BIA that the member represents.

Discussion amongst the group also identified that the intent of the HABIA meetings was to provide a venue for sharing information and networking opportunities. The meetings provide City Staff the opportunity to introduce new/changes to policy and procedures that affect small businesses and to receive feedback from the BIAs.

The information that is presented to the HABIA members should be shared with the members of their BIA.

The group discussed that HABIA should maintain its current structure as a sub-committee of Council. The Terms of Reference and the Strategic Plan that was prepared will be reviewed to determine what amendments/edits may be required and a review of such would be presented at the August HABIA meeting.

ACTION: M. Gallagher, Councillor Whitehead and E. Maloney will review the documents and identify where changes are required. The revisions will be presented at the August HABIA meeting for discussion.

The next meeting is scheduled for July 10, 2012 8:00 a.m. Room 264.

11. Adjournment

The meeting adjourned at 10:55 a.m.

Eileen Maloney, BIA Coordinator, Urban Renewal Division