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| Board of Management Meeting | |
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| Date: September 14, 2022 | |
| Location: Zoom | |
| Present: | Herb Wodehouse (Chair), Maja Pravnovic-Kogut, Kristin Kusturin, Jessica Maurice, Melanie Lourenco, Clay Burns |
| Also Present: | Susie Braithwaite, Brendan Wetton, Cristina Geissler, Melissa Bennett |
| Regrets: | Peter Quaglia |
| Absent: | Jason Farr |
| 1. | Meeting Called to Order: 10:01 AM |
| 2. | Changes to Agenda: None |
| 3. | Approval of Agenda: (PRAVNOVIC-KOGUT/MAURICE) CARRIED |
| 4. | Approval of Minutes: June 8, 2022 (PRAVNOVIC-KOGUT/LOURENCO) CARRIED |
| 5. | Introduction of New BIA Coordinator City of Hamilton: Susie introduced Cristina Geissler the Business Development & BIA Officer for the City of Hamilton noting that she was previously the Executive Director of the Concession Street BIA for over seven years. Cristina explained in her new role she wants to be an advocate for the BIAs and businesses to help navigate the process at city hall adding that she will attend upcoming meetings to understand the issues facing the BIA. Cristina added she wants to be more in-person with the BIAs including meeting with the ED's and going on tours of each BIA. |
| 6. | Pride Crosswalk Consultation with Board: Melissa explained she had consultations with Jason Farr and the City of Hamilton Roads Department and she has also completed a delegation to the City of Hamilton LGBTQ Advisory Committee. Melissa added based on the feedback from the committee a member survey was set out which had approximately 20 responses and a focus group was held. Melissa noted the project has hit a timeline glitch as the paint for the crosswalk used by the City of Hamilton contractors is sourced from overseas. Melissa added she is working with My Main Street to determine a solution to this problem. Once the design is complete it gives a better idea of the supplies needed and the cost. It was discussed that the paint used by the City of Hamilton needs to be installed in ideal weather and takes a month to order. Susie noted Melissa will look into alternative suppliers for the paint from other municipalities and local companies. The goal is to look at installing this in the Spring of 2023 if the funders allow for it. More to come. |
| 7. | Approval of the 2021 Audit: Herb outlined the 2021 Audit of the International Village BIA which sets out the financial liabilities and assets of the BIA. Herb noted he is happy to answer any questions that board members have about the audit. MOTION: That the Board of Management approve the 2021 International Village BIA Audit. (PRAVNOVIC-KOGUT/MAURICE) CARRIED |
| 8. | Approval of the Proposed 2023 Budget: Herb outlined the 2023 International Village BIA Proposed Operating Budget. Herb noted for this year's budget there has been a small increase to account for raising inflation costs. Herb added Susie has done a great job this year of securing additional funding for projects through. MOTION: That the Board of Management approve the 2023 International Village BIA Proposed Operating Budget. (PRAVNOVIC-KOGUT/MAURICE) CARRIED |

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| | <p>Susie noted members are able to view the budget upon request and provide feedback at the annual general meeting. This information will be sent out with the annual general meeting notice mid-October and feedback received by October 28th, 2022.</p> |
| 9. | <p>2023 Nominating Committee: Herb noted that it is an election year. Susie added a Nomination Committee needs to be struck which can be a BIA staff member. A list of nominees needs to be sent to the Treasurer/Secretary and then this will be sent out to the members as per our procedural bylaw. MOTION: That the Board of Management create a Nomination Committee and appoint Brendan Wetton as the Nomination Committee. (BURNS/PRAVNOVIC-KOGUT) CARRIED</p> |
| 10. | <p>Adoption of Anti-Harassment, Bullying, and Violence Policy: Susie noted that it would be beneficial for the BIA to have an Anti-Harassment, Bullying, and Violence policy in place. MOTION: That the Board of Management approve the adoption of the Anti-Harassment, Bullying, and Violence Policy. (MAURICE/LOURENCO) CARRIED</p> |
| 11. | <p>Mural Project Update: The mural project is underway. The artists are currently working on the panels and the launch date for the project is October 12th. Susie noted it has been extremely hard to get the contracts signed by property owners. Susie added that one of the original locations, 310 King St. East, backed out of the project sighting they are selling the building. As this was one of the largest pieces it was challenging to find a suitable location. It will now be placed on the back wall of 215 King St. East facing Walnut St. North. Susie noted the other locations include Creative Guild, Relm, and Theatre Aquarius. Susie added working on these projects has added a lot more work for her above and beyond her day-to-day work for the BIA.</p> |
| 12. | <p>Ferguson Station Issues: Susie noted there are ongoing issues at Ferguson Station including graffiti, loitering, and garbage. Fernando has been trying to keep up with graffiti on the public realm adding that he feels unsafe at Ferguson Station at night as there are many people there. Susie added she has continued to communicate these issues to the City of Hamilton and the Hamilton Police Services. Susie noted the posters advertising for a concert at a local bar were placed around the area using white adhesive spray on a couple of the murals and electrical boxes. Susie added that she reached out to the business that was very understanding of the issue and had the contractor for the event remove them. Susie mentioned that many of the systems at the City of Hamilton are overburdened at the moment. Susie added that she had a meeting with our Crime Manager Dave Wright to discuss some of the issues in the area. It was discussed that Jason Farr mentioned putting cameras in at Ferguson Station; however this would not do much to stop any of the issues as the cameras would need to be monitored around the clock and that the cameras already on the street are not effective.</p> |
| 13. | <p>Community Engagement Coordinator Update: Brendan noted the next social media campaign will begin later in the month for the fall season. Brendan explained Into The Abyss the record store from Locke St. has moved in and opened at 267 King St. East. Brendan noted that Shop The Village was held last Saturday and leading up to it many businesses did promote the event. 750 branded tote bags with the Fall-Winter coupons. Were given out. Brendan added the Fall-Winter Coupon Sheets had 7 new businesses that have not participated before. Brendan mentioned the next events will be Hamilton Day on November 5th, Shop The Village on December 3rd, Appearances by the Grinch, and the Jingle All The Way to the Village contest. Brendan noted that the board completed a 2SLGBTQIA+</p> |

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| | <p>training with Chris Frairis in June. Chris has sent over a one-page fact sheet that Brendan will make sure to send to all board members following the meeting. Brendan mentioned that the former parking lot at 253 King William Street will be built into 24 –purpose built rental studio units by CityHousing and he will seek more information from the City of Hamilton on this development and the timelines. Brendan explained that in May, council approved a motion for the conversion of Main St. East to two-way. In the BIA, Main St. East reduced to four lanes with a south side pedestrian buffer/bus stop lane, and there are limits on right turns. Brendan noted in August the BIA did a Walking Tour with the Hamilton LRT Team, Metrolinx, and Economic Development. Brendan added construction is still planned for 2024-2025 with procurement next year. Survey crews will be out along the LRT corridor starting this week until Sept. 30th the survey will be non-invasive. Brendan said that Metrolinx and City of Hamilton Staff will be at Ferguson Station on Thursday between 12-2pm to provide information about the upcoming LRT project to the public and business owners. Brendan explained the Digital Main Street Grant program will be closing on October 31st of this year and multiple businesses in the area are working on new applications for this program. Brendan added Kevin from the My Main Street Program has been working with multiple businesses on King St. East to apply to the grant program.</p> |
| <p>14.</p> | <p>Executive Director Update: Susie noted at the BIA Advisory Committee three options were presented by the City of Hamilton’s parking staff for the annual holiday parking program. Susie added she was opposed to all of the options presented at the meeting which included an option for reducing the number of days for the program. Susie made it clear that the program is crucial for businesses in the BIA during the holiday season. BIA staff may need to put bags on the meters during the program as the City of Hamilton does not have the resources to do this. Susie added it would be a big loss for businesses in the area to lose the free holiday parking as many businesses make the most of their money during that time. It was discussed that the board would not like to see any changes to the program going forward. Susie noted she has been receiving call from businesses, especially female owned businesses, about issues in the area. Dave Wright our Crime Manager did say more officers will be starting soon. Susie added that business owners need to secure their properties and that the first action that is suggested to businesses is having a CPTED audit completed by the Hamilton Police Service as they will be able to have their concerns addressed and offered solutions. Susie noted that she has been working with Patty Hayes on an action plan and strategy for the International Village BIA through the City of Hamilton’s Economic Development Office. Susie explained that mission services will be moving into the old Red Cross building on King St. East. As the building is not in the BIA and it will be adding needed shelter space and services the BIA will not be taking a stance at this time unless an overspill of issues start to arise in our BIA. Susie noted she has put a half page ad in the Theatre Aquarius program for this season. Susie noted the AGM will be on November 1st. It is mandatory for all board members to attend especially as it is an election year.</p> |
| <p>15.</p> | <p>Other Business: None</p> |
| <p>16.</p> | <p>Next Meeting: The next meeting of the Board of Management will be held on October 12, 2022.</p> |
| <p>17.</p> | <p>Adjournment: 11:21 AM (LOURENCO/KUSTURIN) CARRIED</p> |

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