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<b>Board of Management Meeting</b>	
<b>Date:</b> April 13th 2023	
<b>Location:</b> Zoom	
<b>Present:</b>	Herb Wodehouse, Maja Pravnovic-Kogut, Kristin Kusturin, Clay Burns, Peter Quaglia, Melanie Lourenco, Councillor Kroetsch
<b>Also Present:</b>	Susie Braithwaite, Brendan Wetton, Suzanne Lanthier
<b>Regrets:</b>	
<b>Absent:</b>	
<b>1.</b>	<b>Meeting Called to Order:</b> 10:01 AM
<b>2.</b>	<b>Changes to Agenda:</b> None
<b>3.</b>	<b>Approval of Agenda:</b> (QUAGLIA/LOURENCO) <span style="float: right;"><b>CARRIED</b></span>
<b>4.</b>	<b>Approval of Minutes:</b> February 8th, 2023 (QUAGLIA/LOURENCO) <span style="float: right;"><b>CARRIED</b></span>
<b>5.</b>	<p><b>Introduction of new Ward 2 Councillor:</b>            Councillor Kroetsch noted he has lived in Ward 2 for over a decade spending a lot of time in the International Village BIA. He added his office is trying to bring more of a community focus and resources have been dedicated to staffing, with two full time staff. Communications into the office are ticketed in order for staff to monitor issues. Over 500 tickets have been created since he has taken office. Cameron explained Downtown neighbourhoods have not been receiving resources to match the density and that community assessments will be done this year to see what kind of services are needed. Cameron added the Ward 2 team has been in constant contact with Susie and continues to work on major issues like Ferguson Station. He noted some of the issues do require larger policy framework changes. Cameron added his office has started from scratch with no information about past issues. Cameron mentioned he is happy to work with the board on issues affecting the area. Herb thanked Councillor Kroetsch for being at the meeting and said the board is here to work with him on issues affecting downtown.</p>
<b>6.</b>	<p><b>Vote on New Board Member Suzanne Lanthier:</b>            Herb noted the Board of Management has always tried to have a representative from Theatre Aquarius as they are a large stakeholder in the area and Suzanne has expressed interest in the role. Herb asked members for any discussion. Seeing none.  <b>Motion:</b> That the Board of Management accept the appointment of Suzanne Lanthier as a Director on the Board of Management.  <b>(PRAVNOVIC-KOGUT/KUSTURIN)</b> <span style="float: right;"><b>CARRIED</b></span></p>
<b>7.</b>	<p><b>Pride 2023 - International Village Discussion:</b>            Susie explained that Open Streets Hamilton will take place on June 18th for Father's Day weekend. King St. East will be closed to vehicle traffic from John St. to Gage Park. Susie explained Pride Hamilton approached the City of Hamilton and us to hold their event concurrently on the same day in the BIA at Ferguson Station and on Ferguson Ave. between Main St. East and King William St. with a possible extension on Rebecca St. Susie noted she has heard from the Kiel, the organizer of Pride Hamilton, they have had a meeting with SEAT to discuss the closures and the Pride Hamilton board will discuss next steps. Susie added as soon as there is more information it will be sent out and that if Pride Hamilton does happen, it could mean thousands of visitors to the area on that day.</p>

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<p>8.</p>	<p><b>Pride Crosswalk Update:</b> Susie noted the 2022 grant funds have been deposited. She added work is progressing and she has been in contact with Mike Field from the City of Hamilton to have crosswalks be installed as soon as possible, but worst case by the end of May. Susie noted with this timing an unveiling event would be held on June 1st at Theatre Aquarius. Susie explained the grant funding would not cover any of the event expenses and the BIA would need to use money from the reserves adding that none of the money allocated from reserves last year to the special projects was used due to grant funding.</p> <p><b>Motion:</b> That the Board of Management spend up to \$2,500 for a launch event of the Pride Crosswalk intersection.</p> <p><b>(BURNS/QUAGLIA)</b></p> <p>Councillor Kroetsch noted later this year a grant funding stream will be open from area rating funds. Events/projects can apply retroactively for the grant, which may include the launch event for the Pride Crosswalk intersection.</p>
<p>9.</p>	<p><b>Programming 2023 Update:</b></p> <p>Brendan noted a giveaway was run for Valentine's Day on Instagram and added three prize packs of two theatre tickets and a 100 gift certificate to a restaurant were given away. The giveaway ran 6 days and we saw an additional 100 followers on Instagram. Brendan noted the next giveaway will be Mothers Day's and more of a spa/retail package. Brendan mentioned the Spring campaign from GoBIA has now started to be shared on social media. Brendan added the next coupon sheet has gone to print. The sheet features coupons from 19 businesses in the area with 9 businesses that were not on the previous sheet. The coupon sheet will run until August 31st. Brendan added that we are looking to do another Fall-Winter coupon sheet that will start in September. Susie noted events have been very hard to plan with the state of things right now. Hamilton Day will be held in November of this year as well. Susie asked Board Members to send over any ideas for events in the area this year. Clay mentioned that his block party will be held at the end of August. Susie noted the BIA would be happy to partner with him in some way on this event.</p>
<p>10.</p>	<p><b>Ferguson Station:</b></p> <p>Susie noted the garbage bins that we asked to have removed behind Shakespeare's have now been reinstalled and that we will keep an eye on any issues of dumped garbage at this location. Upper management at the City of Hamilton is aware of the issues at Ferguson Station and continue to work on solutions. Councillor Kroetsch mentioned some of the new staff at the City of Hamilton were not aware of the issues surrounding Ferguson Station. Cameron added he is focused on building strategies to help this issue and added that the core of the issues is that the City of Hamilton needs to take responsibility for its asset. Susie explained the agreement with SEAT was that out of courtesy they would send over any applications for events for the BIA to review. Susie added that staff are fully aware of the issues and should take care of the property as it is their asset.</p>
<p>11.</p>	<p><b>Community Engagement Coordinator Update:</b></p> <p>Brendan noted the City of Hamilton has launched its first e-scooter system. The program run by Bird Canada will have up to 350 e-scooters over the next year. Technology on the shared e-scooters will prevent users from operating on the sidewalk, which is prohibited. Brendan explained the City of Hamilton has begun to install new and modified truck route signage based on the updated Truck Route Master plan that restricts large trucks from travelling through downtown. Brendan noted The Village Marketplace has been removed from the website. As we get closer to LRT construction we will have a better idea of what changes should be made if the site is to be reactivated. Brendan mentioned that Fernando has started working on cleaning the public realm of graffiti for the season. Brendan explained that a graffiti inventory was completed. Susie has forwarded this information to the City of Hamilton and we also sent it to the crime manager. 17 properties still had graffiti</p>

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since the last audit in September. Approximately 36 properties or municipal assets had graffiti for this audit. Brendan mentioned that a vacancy inventory was completed with approximately 24 vacant storefronts as well as a couple of partially vacant office spaces. Brendan noted the owners of Absinthe were not able to work on an agreement with the property owner of the space and will be looking at other options. Brendan explained that a street light inventory of all the poles that need repairs was completed and later this month we will look at getting all the banners and poles replaced as many were lost on Main St. this winter. Brendan said Economic Development Department has created new digital and print brochures that outline some of the grants that are available for property owners and businesses in the International Village BIA. Brendan noted many of the drivers and pedestrians have not been using the light at Walnut and King correctly. There seems to be a lot of confusion about how you can turn at the light, and who has the right of way. Brendan mentioned he will be at the OBIAA Conference next week. Multiple sessions should be useful for our BIA and will be able to provide information at the next board meeting.

**11. Executive Director Update:** Susie noted that some of the street lights on King St. East have not been working. She has forwarded this information to the City of Hamilton for repairs as this is a safety issue for residents and businesses. Susie mentioned that a report will be heading to GIC outlining commercial office vacancies in the area, as well as recommendations for the future. Susie mentioned that she sent a letter to the Ward 2 office expressing concern over the newly announced patio fees. Susie added due to the strong support of BIAs across the city multiple fees were waived for this year to continue to help with COVID-19 recovery. Those fees include the Temporary Outdoor Patio fee of \$676.11 which applied to all patio permits – private, municipal and municipal on-street and the Temporary On-Street Patio Safety Devices: \$800 which applied to on-street structures where the City installs signage, bumpers, planter boxes and other safety measures. Susie noted patios will still have some fees attached and that makes it difficult for businesses who are still in pandemic recovery. Susie noted three stakeholders: Denniger’s, Shakespeare’s, and G.W. Thompson requested a meeting with Councillor Kroetsch to discuss ongoing issues that each of the businesses were having. Susie added that she appreciated that Cameron was able to meet with these business owners. Susie noted the meeting resulted in those businesses and the BIA planning to do separate deputations to the Hamilton Police Board to outline any issues. Emily from the Downtown Hamilton BIA has agreed to do a deputation with Susie. Susie added the main ask for the deputation will be a Downtown Hamilton beat office that would be a direct contact for the businesses. Susie asked that if any board members have any additional feedback that can be brought forward to her. Susie noted she has been working with and mentoring some of the new Executive Directors in the city to work more closely with each other. Susie explained that the 2022 Audit has been submitted to KPMG and that she is waiting for any questions that they have. Susie noted that the BIA Awards were held a couple of weeks ago and that two businesses in the area won awards. VintageSoulGeek won the Community Partnership Award and Shakespeare’s won the Sparkle Award. Susie asked that if any Board Members have any feedback on snow clearing this year to send it to her. She will be compiling the information to send to the Ward 2 office so they have feedback for next year. Susie mentioned that Emily Harrison of It’s Okay Art has reached out to discuss a partnership with the BIA for Hamilton Arts Week to create installations of semi-permanent sidewalk art. At most, this would be about \$600 for the BIA to partner. Susie asked the Board for feedback on the closure of the Claremont Access. Melanie noted that it does affect her business and Susie asked for any feedback to be sent to her. Susie mentioned the staff at the Ward 2 office have been amazing to work with and that she is happy to build those relationships with them moving forward.

**11. Other Business:**  
Maja asked if the Hamilton LRT team wanted to use Ferguson Station. Susie noted the first sub-committee for the LRT Advisory Committee was held. A design update will be shared in the coming months which should

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	have more information. Susie noted she has been talking to Metrolinx in the past about using Ferguson Station as some sort of information pavilion which signage on it during construction. Susie noted she was speaking with Jason Thorne recently and the project team is very aware of the asks from the International Village BIA Board and she will continue to push for the updated streetscape elements as this is the narrowest corridor of construction they have done it will need to come out looking better.
12.	<b>Next Meeting:</b> The next meeting of the Board of Management will be held in <b>June 15<sup>th</sup>, 2023.</b>
13.	<b>Adjournment:</b> 11:09 AM (BURNS/QUAGLIA) <span style="float: right;"><b>CARRIED</b></span>

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