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Board of Management Meeting	
Date: November 7 th , 2024	
Location: Zoom	
Present:	Herb Wodehouse, Maja Prvanovic-Kogut, Peter Quaglia, Melanie Lourenco, Clay Burns, Kristin Kusturin
Also Present:	Susie Braithwaite, Brendan Wetton, Sgt. Cory Gurman (HPS), Cristina Geissler (City of Hamilton)
Regrets:	Councillor Kroetsch
Absent:	Suzanne Lanthier

1.	Meeting Called to Order: 10:02 AM	
2.	Changes to Agenda: Add "Crime Manager Update" as "A"	
3.	Approval of Agenda: (QUAGLIA/PRVANOVIC-KOGUT)	CARRIED
4.	Approval of Minutes: <ul style="list-style-type: none"> • September 12th, 2024 (PRVANOVIC- KOGUT/BURNS) • AGM October 1st, 2024 (KUSTURIN/QUAGLIA) 	CARRIED CARRIED
5.	Crime Manager Update – Sgt. Cory Gurman: Cory outlined the stats for October in the BIA: 4 assaults, 1 break and enter, 5 thefts from auto, 1 robbery, 1 theft over \$5,000 adding numbers are down from the previous year. There were 17 incidents at that time. Cory noted it's important for members to report incidents as these stats are metrics for the Core Patrol. Cory added the Core Patrol pilot program is now up to 6 officers on rotating shifts. If Core Patrol is not able to respond, issues will be sent to patrol officers. Cory explained for a crime in progress, it is important to call emergency services; for crimes not in progress call the non-emergencies line or report them online. Cory noted they are still working on staffing the weekends during the holiday season as requested by the BIA. The only date they are still waiting to hear back about staffing is December 21 st . Cory added on those days there will be officers on the street including the Mounted Unit. Susie asked if the increase in patrols would only be for the BIA area. Cory responded the mounted unit, and other officers will be around. If there is an emergency call those will take priority. Cory added the Core Patrol will also be in the BIA on those days. Cory noted you will see police presence; the only day you may want to hire paid duties is December 21 st to ensure officers are there that day. Susie noted at the BIA's Hamilton Day event there were multiple incidents that the BIA had to handle at Ferguson Station adding it was frustrating to learn that the Core Patrol was training that day and was not around for such a busy weekend in the core. Maja asked if the Downtown Hamilton BIA has requested officers on Saturdays as well. Susie noted they have not made that request and that part of the reason for our request is that we are a retail destination during the holiday season and have much more retail. Cory noted the Superintendent is aware of this request by the BIA and continues to support this initiative.	
6.	2025 BIA Awards Nominations: Susie explained for the 2025 BIA Awards two options for businesses include: Fit Barre Hamilton on Main St. East for the Community Partnership Award. Fit Barre does a lot for the community with different events, classes, and food drives. The second award could be for Dodsworth and Brown for the Community Partnership Award for all their charitable work in the community and for Peter's dedication to the BIA. Herb asked for other nominations. No nominations were heard.	

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	<p>MOTION: That the Board of Management chose to recognize Fit Barre Hamilton and Dodsworth & Brown for the 2025 BIA Awards. (PRVANOVIC- KOGUT/BURNS)</p>	CARRIED
<p>7.</p>	<p>Approval of the Procurement Policy: Susie noted the City of Hamilton requires the BIAs to update certain policies. Susie explained that the BIA did have a Procurement Policy in the past, it is time to be updated. Herb noted the Procurement Policy was circulated to the Board ahead of the meeting. Herb asked if any Board members had questions or comments on the new policy. No questions were heard. MOTION: That the Board of Management adopt the updated Procurement Policy for the International Village BIA. (BURNS/PRVANOVIC- KOGUT)</p>	CARRIED
<p>8.</p>	<p>Programming – Remainder of 2024: Susie noted the International Market Pop-Up Series is now complete, the grant that Economic Development secured from My Main Street was used for those activations. Susie noted Village Pride: Halloween Edition and the Ghostly Block Party were a success for the street with a lot of pedestrian traffic that day. Performers shared they were so happy to be included. Susie added the businesses that actively participated saw lots of foot traffic that day. Susie noted feedback was similar for Hamilton Day. The BIA planned an event Love Letters to Hamilton at Ferguson Station in partnership with Whitney from Girl on the Wing. Businesses that actively participated that day saw a lot of customers that day. Susie explained the last event of the year will be Night in the Village at nighttime shopping event from 4pm-9pm. Members will be encouraged to stay open later offering promotions. It is the same night as the Gore Park tree lighting. Brendan explained Placemaking at the City of Hamilton had Strangewaves at Ferguson Station for 4 weeks in September/October. On September 27th HIPC, Empowerment Squared and SalsaSol Productions had a vendor market and salsa dancing at Ferguson Station. On September 28th, Theatre Aquarius had their basketball themed street party with vendors and music. Brendan noted before the Block Party and Village Pride the BIA worked with LovelyLittleLocal on a reel promotion. The reel was 30 seconds and got about 12k views, outside of the partnership another reel was created which got 7k views. Brendan said on October 21st the Hamilton Business Centre activated Ferguson Station with a vendor market and on October 26th the YWCA created a market for new women-owned businesses and had games and a DJ. Much of the feedback was overwhelming positive for all these activations as they drew many different people to the BIA over the fall. Susie noted Open Streets will be back next year, tentatively planned for June and September. Peter asked if the next event the BIA could have paid duties. Susie explained the BIA will be hiring paid duties for the next event and two Saturdays in the holiday season. It was discussed this is a good idea to protect BIA staff from having to deal with these issues. Clay noted next year it would be better to have the block party a bit earlier to distance the timing from Hamilton Day. Susie explained this feedback has been given to the Hamilton Chamber of Commerce adding that the block party could be moved to the September Open Street event as a start to Halloween.</p>	
<p>9.</p>	<p>2025 Board of Management Meeting Schedule: Susie presented the 2025 Board of Management Schedule.</p>	
<p>10.</p>	<p>Community Engagement Coordinator Update: Brendan explained CityLAB is working with the City of Hamilton's Open Streets Team on an in-person event to gather feedback about Open Streets events. The event will be held on Monday, November 11th at 5:30pm.</p>	

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	<p>Brendan noted he attended OBIAA’s Professional Development Day, adding it focused on how the role of BIAs is changing to be more advocacy. BIAs are all facing similar challenges due to the ongoing crises, many are advocating for more support from the city/province and conversation revolved around safety and animating spaces in the BIA. Brendan explained the fall campaign is in full swing. There has been positive reception from the community adding the BIA plans to continue this type of campaign into the holidays. Brendan noted there is an individual in the area pretending to be part of a film crew. If you are ever unsure you can reach out to the Hamilton Film office for clarification. We have also asked that businesses send any photos/videos to the constable in charge of this case. Brendan mentioned the BIA has lost Removery at 236 King St. East they have moved to James St. North and Rabbit Hole Beauty at 249 King St. East which is planning to move near Locke St. both citing safety issues in the area. Brendan noted there was an announcement from the Hamilton LRT team yesterday. The Civil Works and Utility Relocations Request for Qualifications RFQ has been released and invites contractors to submit a statement of qualifications. Brendan added there are no timelines attached to the announcement.</p>
<p>11.</p>	<p>Executive Director Update: Susie noted the BIAs second CHCH Morning Live segment was completed ahead of the Block Party and Village Pride. Susie explained she was interviewed for one segment with Moon Studio, Tundra Leather, and Girl on the Wing each having their own segments. Susie added the businesses that participated saw an increase in traffic to the area due to the segment. Susie explained over the last couple of months we have seen a rise in incidents at women-owned businesses in the area adding that she has been communicating these issues with the City of Hamilton and our Crime Manager to get more supports for these businesses. Susie added the Core Patrol has been around in the area to visit these businesses to hear from and reassure them about incidents affecting their business. Susie noted next week she will be taking Councillor Kroetsch around to some of the women-owned businesses. Susie added this will be a good chance for these businesses to share their experiences with the Councillor. Susie explained the fall cornstalks are now on the decorative poles, feedback from the businesses and the overall community has been extremely positive about the décor. Holiday décor and snowman cutouts will be going up soon and the cornstalks will be removed after Remembrance Day. Susie noted she had a meeting with the manager of the former Black Forest Inn. There might be a new plan to reopen the restaurant, and we will update the Board as we know more. It was discussed the Board of Management holiday dinner will be planned for December 11th/12th. Susie will follow up with the Board to finalize the date.</p>
<p>12.</p>	<p>Other Business: Herb relayed Melanie Lourenco’s resignation from the Board of Management. Herb thanked Melanie for being a passionate Board Member and her dedication to the BIA. Melanie thanked the Board saying it was not an easy decision and hopes that if there is an opening on the Board in the future she could be considered again. MOTION: The Board of Management accept the resignation of Melanie Lourenco. (PRVANOVIC-KOGUT/KUSTURIN)</p> <p style="text-align: right;">CARRIED</p>
<p>13.</p>	<p>Next Meeting: The next meeting of the Board of Management will be held on February 13th, 2024.</p>
<p>14.</p>	<p>Adjournment: 10:50AM (QUAGLIA/PRAVNOVIC-KOGUT)</p> <p style="text-align: right;">CARRIED</p>

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