

**Stoney Creek BIA
Meeting Minutes**

Date & Time: Wednesday, October 18, 2023 @ 6:30pm

Location: via ZOOM and at Titan Mortgage Group 40 King Street East

Join Zoom Meeting

<https://us02web.zoom.us/j/88225889950?pwd=bnlWT21OMzV5MDA0ZHRNc05NejFRdz09>

Meeting ID: 882 2588 9950

Passcode: inthecreek

Directors Present: Sean Kosak (Hudson Integrative Health), Mary Terziev-Clifford (The Village), Matthew Trombetta (Simnat Consulting), Tina Fougere (CNAF), Susanne Glinka (The Lucky Gem), Natasha Guidi (Trinity Natural Health), Councillor Matt Francis (City of Hamilton), Paolo Rispoli (Comic 1 Books), Sandy Pavao (Cake Empire), Daniel Trombetta (Titan Mortgage), Kyle O'Connor (Stoney Creek Physio), Executive Director: Tracy MacKinnon (recording)

Guests:

Regrets:

1. **Call to order.** Meeting called to order at 6:52pm with Sean as Chair
 - Board of Management meeting rules, procedures, decorum, requirements, code of conduct at meetings overview was discussed.
 - Code of conduct required to be followed and signed by all Board members.
2. **Approval of Agenda. Tina, Matthew. Carried.**
3. **Declarations of Interest** None.
4. **Deputations**
 - Marwan (The Lucky Gem) – sent regrets, advised coming next meeting
5. **Approval of Minutes of Previous Meeting.**
 - *Motion to approve the minutes of September 20, 2023. Moved by Tina, seconded by Mary. Carried.*
 - Business arising from the minutes. Executive met to discuss code of conduct of members, meetings need to run following City of Hamilton and Municipal Act guidelines, BIA business members and Board members need to be respectful and polite. More discussed at next meeting. The 2024 budget was reviewed, discussed and presented later on agenda. The Executive is comprised of Sean (Chair), Sandy (Vice Chair), Dan (Treasurer), Tina (Secretary).
6. **Consent items.** None.
7. **Presentations.** None.
8. **Annual General Meeting:**
 - Wednesday. November 15 at 630pm
 - Titan Mortgage 40 King St E, food from The Village
 - Some food for AGM followed by Board meeting
 - Event cancellation policy, urgent update bulletin
9. **Procedural ByLaws changes**
 - **TO BE ADDED:** (for virtual meetings)
If all Directors of the Board of Management consent, a hybrid meeting of Directors may be held by means of such in person, telephone, electronic or other communication facilities as permit all persons participating in the meeting to communicate with each other simultaneously and instantaneously and a Director participating in such a meeting by such means is deemed to be present at the meeting.

- **TO CHANGE:** (from 10 to 13 Directors)

Section 1 All Directors of the Board of Management are appointed by City Council.

(a) The Board of Management shall consist of 13 Directors (which will provide for a minimum of 3 Directors and a maximum of 20 Directors), selected by a vote of the Members of the BIA and then appointed as Directors by City Council. In addition, the Board of Management shall consist of the Councillor(s) of the Ward(s) in which the BIA is located, directly appointed as Directors by the City.

Motion to amend the bylaws as stated above. Moved by Tina, seconded by Matthew. Carried.

10. Discussion Items:

A: Paid Parking:

- Agreement for no paid parking from community.
- Councillor looking at alternative options for repairs funding
- No action/updates from Hamilton Parking. Hamilton Parking making other changes in the City, but nothing for Downtown Stoney Creek
- P sign suggested/request parking to direct to rear parking

B: City of Hamilton: Councillor Matt Francis

- Thank you Councillor Francis for your continued support.
- Update Britannia Cleaners site: demolition to come?
- Update on the KSE/Second Street condo
- Update RL Heslop school site by the city
- Update on the Stoney Creek Arena - future options continue to be explored
- Update Powerhouse flood plain – nothing to update
- Electrical funding for street poles: project/staff/supply issues - still in works, staffing and hardware supply are issues
- Christmas Toy Drive planned for Councillor

C: Financial Update (Paolo, Daniel, Tracy):

- September 30, 2023 - Account balance \$18373.69
- Financial statements attached.
- Revenues to come: ~\$6000 banners and installation, \$4520 reimbursement for consultant, Contribution to Operating Grant: \$10,959.81, ~\$8000 – balance 3 summer students, \$59780 Ontario Tourism Grant
- Paolo continuing to do statements/financials.
- 2021 audit almost complete, everything submitted, KPMG to send draft final statements
- Daniel, Sean and Paolo to update signing and online access with TD.
- Approval of 2024 budget (see attached). Approved by Board for comment at AGM
- ***Motion to approve/receive 2024 Budget. Moved by Matt, seconded by Tina. Carried.***
- ***Motion to approve/receive financial update. Moved by Tina, seconded by Mary. Carried.***

D. Safety and Security:

- Police patrols – increased in BIA area since 2020 pandemic
- Crime update – 1 motor vehicle theft and 1 theft from vehicle in residential areas blocks from BIA. 2 tents stolen after BIA events.
- Police Crime manager – communications and connections
- Police Coffee with a Cop – rescheduled to 2024
 - Battlefield Park – City has requested that we remove the huts and will no longer allow us to store them on site. Looking to get them moved ASAP. Dan and Tracy to discuss location.

Would like to see if possible to use them for Kringle in the Creek.

DI. Business updates:

- 38 King Street East – Restaurant opening soon
- 34 King Street East – new Autism services
- 2 King St E - coffee shop and cocktail lounge coming soon, work ongoing, new windows, new paint. Working on permits
- 2 King St E – new Barber Shop now open (Kings Barber soon to be Viking Barber) with tattoo artists to come soon, 2 floors, new windows
- 2 King St E – financial planner to come soon
- 6 King Street East – for lease (former Tim Horton’s space)
- 44 King St East – vape shop to open plus another unit looks available
- 47 King Street East – Jamaican Patty Shack coming soon
- Attic Pizza closed
- Digital Main Street Grants available – shared with BIA members

DII. Streetscape:

- Planters fall then change to holiday greens
- Garden upkeep ongoing - 4 gardens BIA cares for plus Legion garden, mums and harvest displays started and set up
- Extra banners and arms to come – covered under gateway signage, waiting for items
- Electrical outlets in gardens beside Legion. Hoping to get done – issues with labour availability
- Street poles electrical work – hoping to get done in soon – parts, labour and timing issues for electrician
- Two huts at Legion west side and on east for market equipment, lights, some décor – doing ok and vital to getting things done
- Extra planters to hug around poles – coming 2024
- Looking at hanging baskets for 2024 – Tracy and Daniel seeing what is possible
- Lighting for businesses – aiming for mid November.
Set up NOV 11+12, businesses asked if they want lights set up for them

DIII. Strategy:

- “festival light” continuous events 2023 schedule of events
 - June 15 – October 5 Market in the Creek – Thursdays 4-7pm
 - June 17 – Strawberry Fest
 - July 14, August 18, September 15 - Jazz in the Creek
 - August 18 & 19 – Boots in the Creek
 - September 16 - Applefest
 - October 21 – PumpkinFest RESCHEDULED
Severe weather forecast so Date rescheduled, order of notification sent to financial obligations, approvals, bookings, media, membership, others
 - November 4 - Hamilton Day
 - December 1 – Stoney Creek Sparkles
 - December 2 – Stoney Creek Santa Claus Parade at 2pm
 - Kringle in the Creek –December 1, 8, 15, 22 FRI 4-8pm
Looking to add toy drive with Councillor, maybe food drive
- 2024 events:
 - Autism April event, Boots in the Creek, Fall Harvest/Apple Fest (with Battlefield)
 - Strawberry Fest, Pumpkin Fest, Jazz in the Creek, Market in the Creek, Kringle in the Creek to return.
 - Moto Social – Tuesday, lots of motorcycles, photos of lights, second Tuesday, helpful

- for Sean to reach out to see if they want to host in Downtown Stoney Creek
 - SteamPunk, tea cups racing are interested in connecting with an event
- Marketing - signage, postcards, brochure
 - Tourism – Room Key Program, linked with Hamilton hotels
 - Focus on “local tourism”, promotions, shop local, eat local, support local
 - Sign at Battlefield Park for events
- Social media
 - Events and flavour of Downtown Stoney Creek
 - Matt suggested look a AI new options with socials, suggested looking at chadGBT4
 - AI what does that mean? Chamber session upcoming
- Streetscape – make downtown look beautiful with seasonal themes, lighting, colour, gardens, planting – clean & green and outdoor fresh
- Business cards suggested to be printed – come to visit, contacts, requested to share

H. Community:

- CNAF window decals for autism support Pumpkin
- SC Foodbank at events
- Councillors toy drive

Motion to receive items above. Moved by Matt, seconded by Sandy. Carried.

I. Notice of Motions None.

J. Motions None.

K. General Information/Other Business

L. Adjournment.

- Next Meeting Wednesday, NOVEMBER 15 at 6:30pm. Hybrid @ Titan and zoom
- BIA meetings held the 3rd WED of the month at 630pm
WED 15 NOV - AGM
no DEC meeting.
- *Motion to adjourn. Moved by Matt. Carried.* Meeting adjourned at 7:56pm