

Ottawa St N B.I.A Board of Directors Meeting

March 12, 2020

3 Britannia Avenue, 8:00 – 10:00 am

BOARD MEETING MINUTES

Attendance:

M Anderson	M Carruth	E Grad	M Heddle
K James	W Kemp	B Cartwright	H McKinney
A Terveld	E Burton	M Burns	

Regrets:

Absent: R Gallant

1 – Welcome – M Anderson

2 -Guests – Nadia Ishmail, Ottawa St N Business owner

Norman Medensky, Sr Small Business Advisor, Meridian Credit Union, Centre on Barton Branch -
Presentation of Small Business Banking Services

Christine Furtado, Meridian Credit Union, Centre on Barton Branch - Donation for Sew Hungry

3-Minutes MOTION20200312.01 TO ACCEPT MINUTES OF Feb 13, 2020 BIA Board Meeting: 1st M Heddle, 2nd E Grad, Carried

4– Treasurer’s Report

- KPMG audit should be completed for the June BIA Board meeting

- Bank balance \$105,217.70 Contingency \$24,904.74 We have received our 2019 HST Rebate \$15,653.29

- Payroll audit - \$18,577 includes interest and penalties of @\$3400. W Kemp will try to get these reduced March 24 when her contract returns to the office.

- Treasurer’s position will be vacant as of March 31. Nominations for Treasurer: M Carruth
MOTION20200312.02 to accept M Carruth as Treasurer, 1st K James, 2nd H McKinney, carried

-We need a new computer to support our new accounting software. The current computer is very old and cannot support any current operating systems. M Heddle is pricing out new hardware.

5– Committee Updates

Events/Marketing – E Burton International Women’s Day was a success. The roses ran out in @2 hours

- Bunny Hop is ready. We will provide face painting. Bunnies are being distributed to stores to put in their windows to indicate that will be giving out treats.

-Ottawa Street Food tour is Wed Mar 18. Twenty tickets are sold already. Five are left then we are sold out.

102.9 K-Lite FM is starting our advertisements Mon Mar 16 and will be highlighting the Food Tour for the first 2 days.

Sew Hungry: we have reached out to all the past sponsors but have not heard back from anybody yet. No merchants on the street seem to be interested. We send out information packages and have the links in the newsletter. We are still waiting for our S.E.A.T Application to be approved.

City Enrichment Fund Application: We need to submit our Final Report from 2019 to support 2020 funding. E Burton & M Burns will work towards getting this done asap.

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Thirty Eight trucks are registered and paid.

We have reached out to all the vegan trucks that we are aware of including ones recommended by Hearty Hooligan. We have had no luck, as most food trucks have converted to brick and mortar shops. We will contact Hamilton Veg Fest to see if we have missed any trucks.

Tom, talent coordinator, is aware of his budget for musical acts but has not confirmed his talent yet.

Design for banners and billboards are happening now and should be installed in the next 4 weeks.

E Burton met with Councillor Nann's office. They have hired a Community Climate Change Coordinator dedicated to organizing a Zero Waste Team to run the Zero Waste Initiative at festivals throughout Hamilton. They have committed to recruiting, training, logistics and managing all the volunteers for Zero Waste at Sew Hungry. They have asked us to provide for food vouchers for their volunteers.

Marketing – Met with CHCH, went over an initial proposal and made some revisions but then, ultimately, decided that we could use the funds more effectively elsewhere.

Ottawa St N Merchants blog and social media highlight is going well. We have had one shop decline due to renovations and re-scheduling issues.

By April the blog will be focused on restaurants in the push to Sew Hungry.

Beautification - A Terveld

The hanging baskets have come down and we asked that, for 2021, Mallard Farms removes them the first week of Feb instead of the last week of Feb, as was done this year, because they look too poorly by then. Baskets will be up the first week of June, depending on the weather.

Banners are missing from Main to Dunsmuire and we will do a walk of the street to see if any others are missing and contact Lordeens to get the replacements installed.

Several Light poles need electrical repairs and requests have been made to the City to get them done asap.

6 – BIA Advisory – E Burton

-Committee meeting has been moved to March 24, 2020, due to March Break

7 – BIA Coordinator – E Burton

-M Burns is returning next week.

-Request to update work schedule in new contract.

9 – Other

- Patios on Ottawa St N. Hambrgr is planning on bringing a patio back. We have not received their application but it seems a patio has been ordered by the City and a date is set for it to be installed. We have a letter from a merchant requesting that this patio not be installed in front of their shop, as it can't be installed right in front of Hambrgr as it's at a T intersection and would impede left hand turns from Britannia onto Ottawa ST N southbound.

Discussion included:

-liability due to the precedent of 2 accidents involving this patio on the street

-the truck route designation of the street

-the turning radius of trucks coming from Britannia heading southbound on Ottawa St N

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- merchants who aren't restaurants who don't want the patio in front of their stores
 - concerns with the Liquor licensing of patios that are not directly situated in front of the restaurant requesting the patio
 - the high rate of speed of traffic: lowering the speed limit has not had a significant impact
- Secondary Discussion: Initiative moving forward: How do we approach the City, Roads Dept and Police to access resources to have patios that are safe and implement traffic calming.
- can we limit the truck route to specific hours when people may not be using the patios
 - can we install seasonal displays to increase visibility of the patios to reduce accidents and increase safety
 - what can we do to slow traffic down, increase visibility of speed limits signs, increase police speed traps during heavy traffic times, review of the traffic signal timing along the street
 - Member of the BIA Board have approached City councillors and police already and historically, have not had access. We need to address these departments again.
- MOTION20200312.03 for those who support patios on Ottawa Street North 2020 Summer Season: not carried.

Dismissal

NEXT MEETING: June 11, 2020