

**Westdale Village Business Improvement Area  
November 16th, 2016  
6pm  
Westdale Village BIA Office**

**Present:**

**April Windus, Jenney, Trev, Anne, Ilona (left 7:05pm), 7:40 quorum arrived**

**Called Ilona to vote**

**David S arrived at 7:20**

**Absent:**

**Declared Conflicts of Interest:**

**Call to order: 6:20pm meeting began without quorum , 7:40pm with quorum**

**1) Approval of the Agenda**

a) Motion: Anne Second: Trev

**2) Approval of the Minutes deferred**

a) Motion: Second:

**3) Treasurer's Report - Anne distributed**

Motion to receive Treasurer's Report: Anne moved Second: April  
Received.

**4) Village Updates Received**

a) Free Parking for December 2016

As per a new City process, free holiday parking has been automatically carried over for 2016. *Please see attached document for contact information*

- *Anne gave the update for the \$3469 cost of 2015*
- *Pacifico and Sticky's*
- *Good Witch Filming again*

**5) Classic Displays Update (Holiday Decor) Received.**

***Poles without power need to be addressed with***

**6) Parking Fund Revenue - \$17,184.60 - requires vote**

**7) - Motion to use allotted amount for beautification (flower baskets/planters), special events, free parking initiative for December**

**a) Ilona, April - Carried**

**City Contribution - \$14,580.17**

**Motion to use allotted amount for beautification and office equipment**

**April, Trev Carried**

***Has to be approved by the end of the year and hopefully spent by the end of the year, normally approved by BIAAC, then to GIC and council - will be varified***

*See attached document and email from Carlo Giorni about how this funding can be spent*

**8) Annual General Meeting, November 23, 7pm Westdale Library - requires votes  
Motion required - Dollar amount approval for meeting refreshments \$200 - up to  
motioned - Ilona, Trev - Carried**

Motioned: April Second: Ilona Carried: Yes

- a) Proposed Budget for 2017 - \$125,000, based on \$121,000 from 2016
  - i) Anne shared with us that our actual installments for 2016 \$121,000.  
Propose same at last year (as per minutes from AGM 2015)
  - ii)
  
- b) Agenda Items
  - i) NOSH
  - ii) Winter Wander, West Fest review (prepare budget)
  - iii) Budget
  - iv) Police
  - v) LRT?
  - vi)

**9) Winter Wander Update**

**a) Motioned - Ilona Second - Trev , Carried**

Motion to spend up to \$10,000 on event. Based on what we've added up with a cushion.

**10) Hiring New Coordinator**

**a) Proposed to hire before Nov 23 (AGM)**

**11) Award of Excellence Program Vote Required - vote required**

**Motion: Second:**

2 nominations required for Award of Excellence.

**Facade Improvement**

*Recognize business/property owner for improvements to property*

***Buffed Nail***

**Sparkle Award**

*Recognize business/property owner for ongoing maintenance of their property - clean, aesthetically pleasing environment*

*TAKE NOTE*

**Business/Community Partnership**

*Recognize business/property owners for their involvement in the community. On an on-going basis they are supportive of community partnerships by demonstrating involvement with the BIA/community initiatives*

***Bryan Prince***

**Motion to approve Buffed Nail Bar (facade) and Take Note (sparkle)**

**Ilona, Trev**

**12) CHCH Pre-Tapes - vote required**

*Proposed date Friday November 25 taping to be aired November 28. 4 businesses from 1 location*

Allure Fitness

Pizza Nova

Buffed

Weils?

Decorate Cookies? Ilona

Take note -

Real Food Market

Motion - Buffed, Allure, Pizza Nova, Weils,

Motion - April, Anne - Carried

**13) New Business****14) Meeting Adjourned: 7:51**

## **City of Hamilton on Holiday Parking**

Good Morning,

Currently, we are scheduled to have free 2 hour parking in Westdale from December 1 – December 31. Last year, they changed the way the approval process worked in that we no longer have to do a report to Council to request this parking unless there is a change in the dates requested.

We currently do not have time left to ask for approval for any change as the earliest Council meeting we could report to would be December 14.

We are ready to implement for this December. If you would like a change for next year, please let us know.

Sincerely,

Kerry Davren  
Manager of Parking Operations & Initiatives  
Parking & By-law Services  
80 Main Street West, Hamilton, ON L8P 1H6

905-546-2424 x6009

**Carlo Giorni - The City's Contribution to the BIA Operating Fund Program**  
**Please see supporting document relating to what this funding can be used for**  
**Email originally sent on October 12 Re: Procurement Document**

*Also, remember that funds in the amount of \$14,580.17 are available to the BIA from the City's Contribution to BIA Operating Fund Program. Individual BIAs are required to take their funding requests to a BIA Advisory Committee meeting for review and approval. The request and approval must be received within the calendar year and should also be spent within the calendar year. I have attached the program description for your information.*

*In 2016, the Westdale Village BIA was allocated \$17,184.60 from the Shared Parking Revenue Fund. I have attached a program sheet which shows what the funds can be used for. It is not required that these funds be spent in 2016. Use can be deferred to future years. When the BIA Board of Management makes a decision on how these funds are to be spent, please communicate this to me as soon as possible. The next step will see the BIA's request for funding go to a meeting of the BIA Advisory Committee for their consideration. From there, the matter will be considered by the City of Hamilton's General Issues Committee and Council.*

