

Westdale Village BIA Meeting Minutes

Date & Time: Wednesday, January 10th, 2018 @ 7:00pm

Location: Westdale Village BIA office – 1038 King Street West

Present: David, Anne, April, Parul, Tracy (recording)

Regrets: Ilona

Declared Conflicts of Interest: none

1. Call to order. Meeting called to order at 7:02pm.
2. Approval of Agenda.
Motion to approve Agenda. Moved by Parul, seconded by April. Carried.
3. Approval of minutes from November 2, 2017 and December 13, 2017.
Motion to approve minutes of November 2, 2017 with typo change and December 13, 2017. Moved by April, seconded by Anne. Carried.
4. Treasurer's Report: Anne. Expenses outlined.
Tracy to get copy of The Spec invoice for \$250 City ad grant.
Motion to receive report. Moved by Parul, seconded by April. Carried.
5. Videos – Green Marketing
 - “Bakeries and Sweets” and “Shopping” released
 - “Quick & Delicious” filming tomorrow
 - Video releases in January, February, March and April 2018
6. Streetscape:
 - Christmas tree donation to Canadian Martyr's School for outdoor education – very thankful
Tracy to send to the Spec for news story.
 - New cobra lights being replaced now in Westdale Village
 - Clock electricity – issues with electrical, now Alectra is involved. Tracy to follow up.
 - Pole electricity – pole numbers and list of issues sent to City. City and Alectra investigating and will advise of what is needed. Tracy to follow up.
 - Planters for 2018 – quote for 2018, increase minimum wage & new plants
Garden beds- awaiting quote and more info.
Ask TD for opinion on garden beds new look.
Ask Delirious, Real Food Market for input on cleaning up beds with tarp and black mulch, ferns.
Tracy to get input, mock up and pricing for garden beds.
Tracy to check with City about white only flowers. Lordeen connects with the City on paying for the containers.

Prices seem to be much in line with last year given the increase in minimum wage and new plant materials.

Hanging Baskets - 35 qty:

Kimberly Queen Fern, Asparagus Fern, Variegated Spider Plant, Vinca Vine, Lysmachia (creeping jenny), Ivy, White Euphorbia (looks like baby's breath)

Price includes preparation of basket, delivery, hanging of basket, removal at season's end, discard of plant material, sterilization and storage of basket.

Cost - \$ 99.75 each - 35 hanging baskets **\$3,491.25**

Maintenance of baskets - 16 week program beginning mid June to September Total **\$5,964.00**

Containers/Planters - 60 qty.

Second Cup Container and Marion Street Groupings of 3 will be planted with the centre one having a large Kimberly Queen Fern and white euphorbia (looks like baby's breath). The other 2 planters will have Lime Potato Vine and White Ivy Geraniums.

The remaining 54 containers will be planted as follows:

27 - Kimberly Queen Ferns (Large), Asparagus Fern, Lime Ipomea, White Ivy Geraniums

27 - Palm – centred, White euphorbia around the base of the palm, Lime potato vine

Container Cost \$ 80.50 each **I believe the COH pays for these but once again approval will have to be received** \$4830.00

Maintenance for the above 60 planters (this is paid by the Westdale BIA) **\$4,944.00** - 16 week program to coincide with the hanging baskets.

Motion to approve quote subject to City paying container costs.

Moved by Anne, seconded by Parul. Carried.

- Shovelling the sidewalks. David shoveled a business sidewalk. Tracy to give a reminder to all businesses. Tracy inquire about City shovelling clock sidewalk.

7. Market Analysis:

- Workshop for members? Wednesday, January 31st? Thursday, February 1st? Other? April to check availability for 31st. Tracy to send notice to members. 7pm
- Does the Board want to meet with John before the workshop?
Yes, a Tuesday from 12-1pm is best. Tracy to follow up and arrange.

8. E-Newsletter to members – ok to initiate?

Would include: upcoming events, upcoming member sales & events (open to members to submit), advertising opportunities, free promotion opportunities, grant & funding options, news from the City, Crime update, useful info for businesses, etc.

Agreement to go ahead with initiating e-newsletter. Tracy to create and start in January.

9. 2018 Festivals & Events – music centred, street open, “lighter” events, schedule to be discussed

10. Matapa Music Festival – July 20-22 in Westdale Village – MOU, issues, considerations

April to look at library ad, check community room available

Tracy to follow up with MOU for Matapa

BIA would be responsible for SEAT app and Insurance

Tracy will be checking on group BIA insurance

11. Westdale Brochure 2018 – Agreement to initiate WBIA brochure. Tracy to follow up and create.

12. Employer One Survey – minimum wage effect – 20 businesses needed for Westdale Report.

Tracy to include in e-newsletter.

13. On Street patios 2018 – working on BIA and Snooty Fox inquiries. Tracy to follow up.

14. City of Hamilton:

- HABBIA Meeting – January 16th – Tracy to attend
- Hazel retired, Carlo replacing her, Carlo position open
- Cobra light to be replaced, updated LED – DEC/JAN
- New light fixture at Newton alleyway (missing) – DEC/JAN

15. Voting matters:

In Camera item: Personal issue

Rise & report: David and Anne to meet with Tracy.

16. New Business:

Kay & Restaurant – waiting to open.

Koosh Bistro now not opening – changing to a residential location. Tracy to follow up with City on why BIA was not notified about request to change a building in BIA from commercial to residential.

17. Next Meeting: Thursday, February 22nd @ 7pm (*changed from Valentine’s Day – busy day for merchants*)

18. Adjournment. ***Motion to Adjourn. Moved by Parul. Carried.*** Adjourned at 8:29pm.