

**Locke Street Business Improvement Area
Board Meeting
February 26, 2024 @ 1pm
Meeting Minutes**

In person at Modern Design Studio – 215 Locke Street S or via zoom

Join Zoom Meeting

<https://us02web.zoom.us/j/82751525107?pwd=QlQ2cC81T3NoOGxVSjl4Mlp1SHlWZz09>

Meeting ID: 827 5152 5107

Passcode: unlocked

Present: Alex Hobcraft, Bettina Schormann – CHAIR, Brandon Stanicak, Dao Nguyen - VICE CHAIR, Rachael Amy Shay, Robyn Allan, Councillor Maureen Wilson, Stephanie Hilson, Dwayne Cline, Tracy MacKinnon – Executive Director (recording)

Guests:

Regrets: Steve Knight – TREASURER, Chris Mindorff

1. **Call to order.** Meeting called to order at 1:10pm with Dwayne as Chair.
2. **Approval of Agenda.** *Motion to approve the agenda. Moved by Brandon, seconded by Robyn. Carried.*
3. **Declarations of Interest** None.
4. **Approval of Minutes of Previous Meeting.**
 - *Motion to approve the minutes of November 27, 2023. Moved by Alex, seconded by Rachel, Carried.*
 - Minutes to be sent to Board within one week post meeting.
5. **Delegations** None.
6. **Consent items** None.
7. **Presentations** None.
8. **Discussion Items:**

A: City of Hamilton: Councillor Maureen Wilson/Stephanie Hilson

- Main Street changes update – Main St & King St. Brought to Council in December. Some construction upgrades that have not been done by the City for many years will be worked into the changes. Updates expected for 2025.
- HAAA park update - 2024 upgrades and construction to start
- LRT update. Project is done by Metrolinx and not the City.
- Parking Master Plan update expected to come to Council in spring (Holiday parking, rates)
- City budget passed and within much shorter time frame and with a 5.79% tax increase. 1/64% for City services, 1.6% for housing and homelessness, and 2.55% for provincial shifted infrastructure costs. Councillor Wilson Was Co-Chair of the Budget Committee.
- City support for road closure costs and patio permit fees waived in 2024. Private property permits fees waived for 2024, public property approved at GIC and will go to Council for approval on Wednesday.
- Enhanced litter clean-up program in parks, trails, BIAs, downtown was approved. Concern raised for amount of litter in Victoria Park.

A1 - H: Strategy (Tracy, Dwayne):

- 2024 priorities? Wow factor is what stands out most from group session. Look to Committees to work towards this and get more businesses involved.
- Committees: Marketing – Dao and Chris; Beautification – Amy, Rachel
- Locke Street RIB Festival? No response yet from Tim and Mark from The Squire. Brandaon will call Mark as he knows hm. Those interested in meeting to discuss potential Rib Fest are: Robyn, Dao, Chris, Brandon. Ideally would like the Rib Fest / squire group to do the bulk of the work. Idea came about with BIA discussions with Tim at The Squire to bring back the Locke Street Festival, as so many patrons have expressed a desire for it to return. Many people miss it and would like to see it return. A Locke Street Rib Festival could be a way to do it. Agreement that if there is no Rib Fest component then no Locke Street festival style this year.
Group to try to meet. Committee will be final stamp. The Rib Fest Group would do the most. BIA

- would look to get a percentage of revenues and look at what would be good for businesses.
- Agreed levy increase: \$1800 tourism + \$3638 marketing. Looked at later.

B: Financial Update (Steve, Tracy):

- 2024 budget levy presented at AGM 2024 with medium increase \$41693 (15% increase = \$60/year per most businesses)
Budget levy comparison multiple years
- Revenue received: Shared parking revenue \$11,774.03, Christmas grant \$1300, Streetscape grant \$4545.45.
- City support for Sundays UnLocked – road closure costs. Factor for September event.
- Audit update - KPMG finished 2021 audit, 2022 – waiting for documents.
- HST update – Tracy to follow up with Steve.
- ***Motion to receive financial update. Moved by Robyn, seconded by Rachel. Carried.***

C: Safety and Security (Tracy):

- Crime update: 1 commercial break and enter inside of BIA, no other crime reported within BIA, and 1 theft from motor vehicle just outside of BIA
- Crime Manager new – request to attend in March/April.
- Victoria Park and HAAA Park – not much showing on crime map

D: Business updates (Tracy):

- Food Trucks: Request with City to have a meeting with ByLaw Dept to discuss the City Food Trucks ByLaw and applying it to Locke Street.
- PATIOS on Locke Street - permanent program resumes April 1st. Fees waived for application with the City on private and public space (GIC approved, Council this week)
- A few spots open for lease – Cash place, part of 119 Locke St, upper office 206 Locke – Walk-in Clinic moving, 2 units at 101 Locke St for lease, Matty’s Chicken place now rented to Delirious Burger, soon to move. Delirious Burger spot now up for rent.
- Movie shoot at West Town FEB 29th – for a few hours in the morning. \$200 donation request. Mostly on West Town property with arrangement directly.

E: Community Outreach (Tracy):

- Facebook events posted, upon approval below.
- Butterflies available for purchase that connect with public art. Will share when info received.

F: Streetscape (Tracy):

- Colouring of street – request to Councillor Wilson with permanent items
- General request items – pole wrap, functional metal art, large square tree planters, permanent items and list under discussion and to be approved.

G: 2024 Events (Robyn and Tracy):

- **2024 EVENTS – upon approval, list sent to**
 - NOSH returns – Love Locke month of food FEB 1-29, Valentine’s FEB 1-14
 - MAR 30: Easter Egg Hunt 12-2pm
 - MAY 4&5: Doors Open/Jane’s Walk (walking tours, live music)
 - MAY 11&12: Mother’s Day weekend (promotional)
 - JUN 5-14 – Art on Locke (Hamilton Arts week)
 - JUL 21 - Sundays UnLocked (#1) 11am-5pm
 - AUG 18 - Sundays UnLocked (#2)
 - SEP 20-22 - Sundays UnLocked (#3) Locke Street RIB Festival? – Option 1-3 days
 - JUN 16 - Sundays UnLocked (#4) ??? closure funding – Option considered and agreed best

- OCT 26 SAT - Trick or Treat 12-2pm
- NOV 2 – Hamilton Day
- NOV 15&16 - Magic of Locke (Friday eve and Saturday daytime)
- DEC – Holiday shopping (add Carriage rides for 3 Thursdays in DEC 5, 12, 19 with late night shopping, options for businesses to participate - TBC)

OCTOBER – talk about Valentine’s event. Date night on Locke. Not much uptake this year for businesses doing this for Valentine’s Day.

Maybe a restaurant sub-committee

Could discuss this in the fall for early year events.

10. Notice of motion None.

11. Motions None

12. General Information/Other Business

Committees to start:

Marketing/Branding/Social media/presentation of us – Dao, Chris, Tracy

Beautification – Rachel, Amy, Dao, Robyn, Tracy

Festival/Activations – Brandon, Chris, Robyn, Dao, Tracy

Executive – Bettina, Steve, Dao

Dwayne – will write up descriptions of Committees and share

Committees will meet after the next meeting

Agreement to want to see street is created by the members

13. Adjournment.

Next meeting Monday, March 25th at 1pm at Footprints and via zoom.

(last MON of month at 1pm)

MAR 25, APR 29, MAY 27, JUN 24, NO JUL & AUG, SEP 30, OCT 28, NOV 23, NO DEC

BIA meetings at Footprints going forward. Modern Design Studio now has Phu Café using the space.

Thank you Dao for providing use of space.

Motion to adjourn. Moved by Rachel. Carried. Meeting adjourned at 2:16pm