

**Locke Street Business Improvement
Area Board Meeting
December 2, 2024 @ 1pm
Meeting Agenda**

In person at West Town Bar and Grill - 214 Locke Street S or via zoom

Join Zoom Meeting

<https://us02web.zoom.us/j/89040617514?pwd=dDJMZ3Y2ZjM5eSs1dEVjZ3ZjMlhkZz09>

Meeting ID: 890 4061 7514

Passcode: unlocked

Present: Bettina Schormann – CHAIR, Brandon Stanicak, Steve Knight – TREASURER, Dao Nguyen - VICE CHAIR, Councillor Maureen Wilson/Stephanie Hilson, Chris Mindorff, Robyn Allan
Tracy MacKinnon – Executive Director (recording)

Guests:

Regrets: Alex Hobcraft, Dwayne Cline

1. **Call to order.**
2. **Approval of Agenda.**
3. **Declarations of Interest**
4. **Approval of Minutes of Previous Meeting.**
 - Meeting notes October 28, 2024 – no minutes from last 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
- HAAA park update - 2024 upgrades and construction TBD.
- Holiday parking for 2024. NOV 24-DEC 24 free parking. Thank you Councillor Wilson.
- Support for road closure costs for Sundays UnLocked approved ~\$14000. Thank you Councillor Wilson.
- Traffic study – crosswalks on Locke Street.
- End of year report with City
- Other

A1 - H: Sub-Committees (Dwayne):

- **Sub-Committees formation:**
 - **Marketing/Branding/Social media/presentation of Locke St** – Dao, Chris, Tracy
 - **Beautification** – Amy, Dao, Robyn, Tracy
 - **Festival/Activations** – Brandon, Chris, Robyn, Dao, Tracy, Erica
 - **Executive Committee** – Bettina, Steve, Dao – already in existence as per BIA ByLaws.
- **Descriptions/Mandates of each Sub-Committee:**

C: Streetscape (Aimee, Tracy):

- A few white pines replacement in spring
- Democracy extra planters to match BIAs
- Santa street for late night

- Adopt park corner with City
- Colour and more green in planters for Late Night Shopping
- Spring bulbs for spring colour.

D: Financial Update (Steve, Tracy):

- CRA to change BIA to municipal status – process moving along.
- Audit update - KPMG to start 2022 after changing to new system. Now old accountant is working on the statements and will complete and will help with audit submission.
- 2022 and 2023 audits to be completed and working with KPMG.
- Budget 2025. Discussion. Approval. **Motion to approve.**
- **Motion to receive financial update.**

E: Safety and Security (Tracy):

- Crime update: nothing reported inside the BIA, but some very close to BIA: 5 theft from motor vehicle
- Crime safety night part of AGM – MON 27 JAN evening with AGM, new 2025 Committees & events & initiatives. Thoughts? At the West Town with food?

F: Business updates (Tracy):

- New businesses to open soon - 101 Locke - Abella D Angelo Hair, Dentistry on Locke, 206 Locke St – Dermatology Clinic and Pharmacy. Forrest and Harbour new tenant unknown with renovations happening (pizza restaurant???).
- Real Estate report:
 - For sale: 139-147 Locke St S (FLO/Mortgage/Cash building) \$1 999 000
 - For sale: 184-88 Locke St S (Craig's Cookies building) \$2 400 000
 - For sale: 215 Locke St S (Modern Design Studio building) \$ 1 749 999
 - For sale: 175 Locke St S (Shuck Truck) \$250 000
 - For lease: 231 Locke St S (former Edward Jones)
- A few spots open for lease and not listed – former Mortgage and Cash place 147 Locke Street
- Food Trucks: City ByLaws still doing an investigation. Food Truck now for sale, permit on window shows expiry of June 2024, although they operated SUN 20 OCT. This is in violation of the Class B license the City said they issued them.

G: Community Outreach (Tracy):

- Community groups connections 2024 - Scouts, Churches, school, youth mental health, not-for-profit rates extended to community organizations like L'Arche, Players Guild.

H: 2024 Events/Festivals/Activations (Robyn and Tracy):

- **Hamilton Day NOV 1-3** – confirm grant \$1500 (includes Chamber membership). Giveaways, live music (11-5 on West Town patio), and walking tour (12noon) on SAT 2 NOV.
- **Magic of Locke (NOV 15 & 16)**
 - Christmas Coke truck confirmed – good promotions, Santa visits, logistics, Christmas Tree Lighting with Santa and Councillor at West Town – Thank you!
Received good feedback from businesses and community. Coke truck a big hit!
- **Late Night Shopping (Thursdays DEC 5, 12, 19)**
 - Santa Theme, H&C on last night

- **2025 EVENTS ???**

- Winterfest?
- Valentine's Day?
- Easter Egg Hunt?
- Doors Open/Jane's Walk?
- Mother's Day?
- Sundays UnLocked x 4? Expand? Focus? No Aug?
- Locke Street Trick or Street?
- Hamilton Day?
- Magic of Locke?
- Late Night Shopping?

10. City of Hamilton policies required to approve.

11. Notice of motion

12. Motions

13. General Information/Other Business

14. Adjournment.

Next meeting Monday, January 27th at 6pm? 7pm? at West Town. AGM
(last MON of month at 1pm – keep for 2025?)