



HAMILTON BUSINESS
IMPROVEMENT AREA

Board of Management
Tuesday, November 25, 2025 - 9:00 am
Hybrid - DHBIA Office 104 - 20 Hughson St S and virtual

MINUTES

Present: Jason Morse (Chair), Andrew Mantecon, Michelle Blanchard, Una Gibbons, Stefanie Bonazza, Ryan Moran, Graziella Panessa, Councillor Cameron Kroetsch, Sgt. Kenneth Kaija, Emily Walsh, Joseph Simpson, Emily Gilruth

Regrets: Evan Apostol, Francis Zanetti, Lisa LaRocca, Mark Wu

1. Welcome and comments from the Chair – Jason welcomed everyone
2. Declaration of Conflicts of Interest - None
3. Agenda - **MOTION:** That the agenda be approved as presented. **Moved by U. Gibbons, Seconded by G. Panessa CARRIED**
4. Approval of Minutes -
 - a. **MOTION:** That the minutes of October 28, 2025 be approved as presented. **Moved by M. Blanchard, Seconded by S. Bonazza CARRIED**
 - b. **MOTION:** That the minutes of the November 20, 2025 AGM be approved as presented. **Moved by U. Gibbons, Seconded by R. Moran CARRIED**
5. City of Hamilton Update - Councillor Cameron Kroetsch shared updates about a variety of topics relevant to the downtown core, including the upcoming downtown subcommittee, the approach to new food drives setting up within Gore Park and the proposed closure of the section of Hughson that runs through Gore Park.
6. Hamilton Police Services Update - Sgt. Kenneth Kaija provided the board of management with crime statistics of the downtown core, and compared those to the previous 3-year averages. He then briefly discussed updates about the core patrol and shared details about the BIA's new crime manager.
7. Financials - **MOTION:** That the financials of September and October 2025 be approved as presented. **Moved by G. Panessa, Seconded by M. Blanchard CARRIED**
8. Other Items
 - a. BIA Staff Update - November 2025 – Emily Walsh shared a variety of updates relevant to the Downtown Hamilton BIA, including the results of a commercial market assessment, proposed vacancy level funding, the upcoming BIA awards of excellence and more.
 - b. December Board Meeting Date – for discussion (Dec. 23 proximity to holidays) – After discussion, the board of management agreed to cancel the December board meeting, with the understanding that a December staff update will be sent in its place.

Mission: The Downtown Hamilton BIA provides value to our members through advocacy, beautification, promotion, development and preservation of Downtown Hamilton.

Vision: A vital and prosperous downtown that is the focal point of Hamilton.

9. Adjournment – 9:35 AM

Dates to Note:

Next Board Meeting - December 23, 2025

- Hamilton Holiday Tree Lighting - December 5, 2025