



HAMILTON BUSINESS
IMPROVEMENT AREA

Board of Management
Tuesday, September 22, 2026 - 9:00 am
Hybrid - DHBIA Office 104 - 20 Hughson St S and virtual

MINUTES

Present: Evan Apostol (Chair), Jason Morse, Andrew Mantecon, Michelle Blanchard, Ryan Moran, Mark Wu, Una Gibbons, Lisa LaRocca, Francis Zanetti, A/Sgt. Jason Henry, Emily Walsh, Emily Gilruth, Joseph Simpson, Steff Bishop

Regrets: Graziella Panessa, Stefanie Bonazza, Councillor Cameron Kroetsch

1. Welcome and comments from the Chair – Evan welcomed everyone
2. Declaration of Conflicts of Interest - None
3. Agenda - **MOTION:** That the agenda be approved as presented. **Moved by J. Morse, Seconded by R. Moran CARRIED**
4. Approval of Minutes - **MOTION:** That the minutes of June 23, 2026 be approved as presented. **Moved by R. Moran, Seconded by M. Blanchard CARRIED**
5. Welcome New Team Member - Steff Bishop, Events Coordinator – Executive Director E. Walsh introduced the newest member of the Downtown Hamilton BIA team.
- ~~6. City of Hamilton Update – Councillor Cameron Kroetsch~~
7. Hamilton Police Services Update - Acting Sergeant Jason Henry provided the board of management with updates about the HPS's response during the summer months, including updated crime statistics and details about increased police presence targeting the downtown core over the summer. The board of management shared that they would like more data from these presentations, including monthly wrap-ups, year-to-year comparisons and more details about general social disorder calls for service.
8. Financials - **MOTION:** That the financials of May, June, and July 2026 be approved as presented. **Moved by J. Morse, Seconded by R. Moran CARRIED**
9. Discussion – 2026 AGM & Board Election Planning – Executive Director E. Walsh started a discussion about how the board of management would like to approach planning for the upcoming AGM and board election. After discussion, it was decided that a call for board member nominations should be released soon, and once those are closed, BIA staff will interview potential candidates and present a proposed slate to a nomination committee. The AGM will take place in late November or early December.

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.

10. Discussion – Vacancy Grant: Revisiting the "Win Free Space" Contest – Executive Director E. Walsh shared that the BIA wants to explore the "Win Free Space" contest in 2027, and asked the board of management how funds from the vacancy grant should be used for the remainder of 2026. After discussion, the board of management decided that funds should be shared between window decorations for the holiday season and a marketing push to highlight already existing grant improvements.
11. Other Items - BIA Staff Update for September 2026 (Appendix 1) – Executive Director Emily W. shared a variety of updates relevant to the downtown core, including business recycling updates and more information about past and upcoming events. After a discussion, the board of management shared that they would like a document sent after board meetings that summarized the meeting and action items.
12. Adjournment – 10:04 AM

Dates to Note:

Next Board Meeting - October 27, 2026

Halloween Spooktacular - October 30, 2026

Hamilton Day(s) - October 29 - November 1, 2026