

Community Services Report to  
Combined Meeting of Council  
2020 February 03

ISC: UNRESTRICTED  
C2020-0101

## Business Improvement Areas and Business Revitalization Zones – Board Appointments

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### EXECUTIVE SUMMARY

Each year, Business Improvement Areas (BIAs) and Business Revitalization Zones (BRZs) submit the names of individuals nominated for appointment to their boards. In accordance with the Section 51(1) of the *Municipal Government Act* (Alberta), Council appoints members to the boards of Business Improvement Areas and Business Revitalization Zones. This report presents the 2020 board nominees for appointment by Council for 14 of the 15 BIA/BRZs in Calgary. Appointments for the 15<sup>th</sup> BIA, the Calgary Downtown Association, will be presented to Council after they hold their annual general meeting in 2020 June.

### ADMINISTRATION RECOMMENDATION:

That Council:

1. Appoint members to the boards of Business Improvement Areas and Business Revitalization Zones as set out in Attachment 1 for the terms identified;
2. Request that Council provide a letter to retiring board members to thank them for their service; and
3. Direct that Attachment 1 remain confidential pursuant to Section 17 of the *Freedom of Information and Protection of Privacy Act*, until Council rises and reports on the matter.

### PREVIOUS COUNCIL DIRECTION / POLICY

At the 2019 January 14 Combined Meeting of Council, Council appointed board members to Business Improvement Areas and Business Revitalization Zones boards for the 2019-2020 term (C2019-0025).

At the 2016 November 28 Regular Meeting of Council, Council adopted the recommendations contained in report CPS2016-0826, amending The City's bylaws establishing various Business Revitalization Zones in order to align these bylaws with current provincial legislative requirements and current Business Revitalization Zones practices to improve board governance.

### BACKGROUND

Effective 2016 July 01, the Government of Alberta amended the *Municipal Government Act* (Alberta) (*MGA*) to change the Business Revitalization Zone (BRZ) designation to Business Improvement Area (BIA). As of January 1, 2020, Council has approved the establishment of 15 BIAs, although two have retained the "BRZ" designation in their legal name. In this report, any reference to "Business Improvement Area" or "BIA" includes the two that have retained the Business Revitalization Zone or BRZ designation. This report includes board appointments for 14 of the 15 BIAs. Appointments for the 15<sup>th</sup> BIA, the Calgary Downtown Association, will be presented to Council after they hold their annual general meeting in 2020 June.

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Each BIA is established under a separate City of Calgary bylaw. In conjunction with the MGA amendment, the Government of Alberta enacted Alberta Regulation 93/2016 Business Improvement Area Regulation (BIA Regulation), effective 2016 July 01 that provides more detailed direction for the establishment, governance, structure and operations of BIAs.

Section 50 of the *MGA* provides that a Council may by bylaw establish a BIA for one or more of the following purposes:

- (a) improving, beautifying and maintaining property in the business improvement area;
- (b) developing, improving and maintaining public parking;
- (c) promoting the business improvement area as a business or shopping area.

The *MGA* provides that a BIA is governed by a board consisting of members appointed by Council under the BIA bylaw and that the BIA board is a corporation. Each BIA's bylaw identifies details regarding the BIA governance including the length of board member terms.

BIAs are regulated by the BIA Regulation, which provides the following direction for the structure of BIA boards:

- a board established for a BIA must consist of individuals nominated by one or more taxpayers in the zone;
- council may also appoint one or more councillors to be members of a board; and
- council may only revoke the appointment of a board member who was nominated by a taxpayer if the revocation is recommended by the board.

### **INVESTIGATION: ALTERNATIVES AND ANALYSIS**

As part of each BIA 2019 Annual General Meeting, board members have been nominated for appointment by Council. Board nominees put forward for appointment by Council for each BIA board are detailed in Attachment 1. The terms proposed for each nominee align with the Council bylaw for each BIA. The board appointments presented are to fill current vacancies on the board, and most BIAs have staggered appointment processes in place to support consistency over time and good governance.

### **Stakeholder Engagement, Research and Communication**

Each BIA submitted board nominees and term lengths to Administration as outlined in Attachment 1 of this report with the exception of Calgary Downtown Association (CDA). CDA's annual general meeting will be held in June 2020 and a report will come to Council following the submission of nominees to Administration.

### **Strategic Alignment**

BIAs support the implementation of *Calgary in the New Economy: An economic strategy for Calgary*, and other City plans and strategies including the *Downtown Strategy* that enhance the

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local economy, and activate and improve neighbourhoods and public spaces. They also play a critical role in *Calgary's Comeback* by supporting vibrant local businesses.

This report aligns with Council's priority of a Well-Run City: "Calgary's government is open, responsive, accountable and transparent, delivering excellent services at a fair price. We work with our government partners to ensure we have the tools we need". It also supports The City's ability to meet its legislated requirements under the MGA and BIA Regulation.

### **Social, Environmental, Economic (External)**

Appointment of board members with the appropriate skills, knowledge, and diversity of experience enhances the effectiveness of BIAs to meet their mandates and purposes outlined in the MGA. BIAs contribute to a strong and vibrant business community by improving, beautifying and maintaining property in the business improvement area; developing, improving and maintaining public parking; and promoting the business improvement area as a business or shopping area.

### **Financial Capacity**

#### ***Current and Future Operating Budget:***

None.

#### ***Current and Future Capital Budget:***

None.

### **Risk Assessment**

Approving the slate of candidates put forward by BIAs in Attachment 1 will bring the skills and experience needed for each BIA to effectively manage and operate as an organization, helping to create strong governance structures that can support the identification and mitigation of operational and strategic risks.

### **REASON(S) FOR RECOMMENDATION(S):**

In accordance with the Section 51(1) of the *Municipal Government Act* (Alberta), Council appoints members to the boards of Business Improvement Areas and Business Revitalization Zones. This report presents the candidates put forward by each Business Improvement Area and Business Revitalization Zone for appointment to their boards.

### **ATTACHMENTS**

1. 2020-2021 BIA-BRZ Board Appointments (CONFIDENTIAL)
2. Public Submissions