

Business Improvements Areas – 2023 Board Appointments

RECOMMENDATIONS:

That the Community Development Committee recommend that Council:

1. Appoint the nominees to each of the 15 Business Improvement Areas board of directors as set out in Attachment 2;
2. Keep Attachment 2 held confidential pursuant to Section 17 (Disclosure harmful to personal privacy) of the *Freedom of Information and Protection of Privacy Act* until after Council rises and reports on the matter; and
3. Provide a letter to retiring board members to thank them for their service.

HIGHLIGHTS

- The nominees put forward in this report, to fill current vacancies, have been submitted by the 15 Council established Business Improvement Areas (BIAs) following the requirements outlined in the *BIA Regulation* and each BIA's establishing bylaw.
- BIAs are established by Council for one or more of the following purposes: (a) improving, beautifying and maintaining property in the business improvement area; (b) developing, improving and maintain public parking; (c) promoting the business improvement areas as a business or shopping area.
- The *Municipal Government Act* (MGA) and the *BIA Regulation* set out the procedures for the establishment and operating of BIAs and the composition of each board of directors for BIAs.
- **What does this mean to Calgarians?** The 15 BIAs established in Calgary are community-led organizations that enhance and support local economic development and local businesses.
- **Why does this matter?** BIAs are governed by volunteer boards of directors composed of individuals nominated by taxpayers in the BIA. Under the MGA and *BIA Regulation*, Council must appoint and revoke all BIA board members.
- The majority of a BIA's budget is funded by its member businesses through business improvement area taxes collected by The City and returned to the BIA for its operations. BIA operations are governed by the board of directors.
- This report is presented annually to Council and BIA nominees were last appointed at the 2022 February 9 Combined Meeting of Council.
- Background and Previous Council Direction is included as Attachment 1.

DISCUSSION

Each of Calgary's 15 BIAs was established by Council through a separate establishing bylaw, following the processes and requirements in the MGA and the *BIA Regulation*. The legislation provides the procedures for the establishment, governance, and operations of BIAs. To meet the legislative requirements, this report presents board nominees for all 15 BIAs for consideration by Council (Attachment 2).

The *BIA Regulation* provides the following direction for the nomination and appointment of individuals to a BIA board:

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- 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.

Administration has confirmed that the first requirement has been met for all those being recommended for appointment in this report.

In 2022, Administration made some process improvements to enhance the BIA board appointment process. Each new or renewing board member in Attachment 2 signed a nominee acknowledgment form, which sets out for nominees that they are aware of the applicable legislation including the MGA, *BIA Regulation*, and the BIA's establishing bylaw. In addition, the template for each BIA's board nominees was adapted (Attachment 2) to align with the new template City Clerk's introduced for all City Board, Commissions and Committees nominees.

EXTERNAL ENGAGEMENT AND COMMUNICATION

- | | |
|--|---|
| <input type="checkbox"/> Public engagement was undertaken | <input type="checkbox"/> Dialogue with interested parties was undertaken |
| <input type="checkbox"/> Public/interested parties were informed | <input checked="" type="checkbox"/> Public communication or engagement was not required |

Administration worked with each BIA to prepare the materials attached to this report.

IMPLICATIONS

Social

BIAs and their governing boards promote community vibrancy through local activations and events; support a strong local economy and local businesses; enhance public spaces; and improve overall quality of life in Calgary.

Environmental

BIAs and their governing boards support walkable communities by enhancing local shopping districts, and support hubs that can provide shopping, dining and entertainment options to provide choices for residents that can reduce their carbon footprint.

Economic

The governing boards of BIAs support the vitality of the businesses within the BIA by overseeing the use of funds raised through the BIA tax and other sources. BIAs contribute to a strong and vibrant local business community.

Service and Financial Implications

No anticipated financial impact

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RISK

The slate of candidates put forward by each BIA in Attachment 2 will help support BIA boards to effectively govern, manage and operate; and supports strong governance structures that can identify, manage and mitigate operational and strategic risks.

ATTACHMENTS

1. Previous Council Direction, Background
2. Confidential 2023 BIA Board Appointments
3. Presentation

Department Circulation

| General Manager/Director | Department | Approve/Consult/Inform |
|--------------------------|------------|------------------------|
| Not applicable | | |