

**Community Services Report to
Combined Meeting of Council
2019 May 27**

**ISC: UNRESTRICTED
C2019-0605**

**Chinatown District Business Improvement Area – Increased Members & Board
Nominations 2019/2020**

EXECUTIVE SUMMARY

This report seeks an amendment to the Chinatown District Business Improvement Area (BIA) Bylaw 43M2015 to increase the maximum number of board members from 9 to 11. This report also presents proposed board membership for the Chinatown District BIA 2019 / 2020 term.

ADMINISTRATION RECOMMENDATION:

That Council:

1. Give three readings to the proposed bylaw (Attachment 2) to amend the Chinatown District Business Improvement Area Bylaw 43M2015 to increase the maximum number of board members from 9 to 11;
2. Appoint the individuals listed in Attachment 3 as board members for the Chinatown District Business Improvement Area for the 2019/2020 term;
3. Direct that retiring board members receive a letter from the Mayor thanking them for their service; and
4. Release Attachment 3 as public documents after 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 ten of the twelve business improvement areas (BIAs). The names of the Chinatown District BIA proposed board members for the 2019 / 2020 term were not included in Report C2019-0025 as the BIA had not yet held their Annual General Meeting (AGM).

BACKGROUND

The *Municipal Government Act* (“MGA”), RSA 2000 c. M-26, Section 51(1) of the MGA provides that a BIA is governed by a board consisting of members appointed by Council under the BIA bylaw.

The MGA provides that the Minister may make regulations respecting the appointment, term and renewal of members of the board of a BIA. BIAs are regulated by the *Business Improvement Area Regulation*, Alberta Regulation 93/2016.

On 2019 March 03 Administration received minutes from the Chinatown District BIA’s 2018 Annual General Meeting (AGM) held on 2019 January 17. The AGM minutes were approved by the BIA Board Executive in late February. In those minutes, the board approved a motion to amend the Chinatown Downtown BIA bylaws to change the number of board members to 11 from 9 (Attachment 1, item 5). The board also approved a proposed membership list for the 2019/2020 term.

INVESTIGATION: ALTERNATIVES AND ANALYSIS

The Chinatown District BIA requires an amendment to its current bylaw and board composition. In accordance with the current Chinatown District Business Improvement Area Bylaw (Bylaw 43M2015, as amended), the board shall consist of not less than 5 and not more than 9 members. Members of the board shall be appointed by resolution of Council and the board must

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consist of individuals who have been nominated by one or more taxpayers in the BIA. The board approved the motion at the 2019 January 17 Annual General Meeting to increase number of board members to 11 from 9 (Attachment 1, item 5) in order to allow for increased flexibility, overarching governance and support to the BIA in 2019 and 2020.

Administration is recommending that Council give three readings to the proposed bylaw to amend the number of board members (Attachment 2) and to appoint the 11 individuals listed in the proposed board membership list, established by the Chinatown District BIA for appointment by Council (Attachment 3) for the 2019/2020 term.

Stakeholder Engagement, Research and Communication

In 2019 March, Administration received the Chinatown District BIA proposed board membership list for presentation to Council for appointment.

Strategic Alignment

Council's direction and the work discussed in this report aligns with The Citizen Priority of *A Prosperous City* in One Calgary 2019-22, "Calgary continues to grow as a magnet for talent, a place where there is opportunity for all, and strives to be the best place in Canada to start and grow a business." Under One Calgary, BIAs are included as part of the Economic Development & Tourism Line of Service.

The work of BIAs in local communities supports and aligns *Calgary in the New Economy: an updated economic strategy for Calgary*.

Social, Environmental, Economic (External)

No social, environmental, or external economic implications have been identified.

Financial Capacity

Current and Future Operating Budget:

None.

Current and Future Capital Budget:

None.

Risk Assessment

There are no significant risks associated with the recommendations of this report. The request to amend the existing number of Board of Directors is permitted under the MGA.

Under BIA bylaw, a BIA is governed by a board consisting of members appointed by Council. The Chinatown District BIA follows Election and Nomination Procedures outlined in its Chinatown District BIA bylaws to ensure nominee candidates and nominated board members bring professional skills, experience and knowledge to sit as board members. This includes nominee candidates completing a profile information to support their nomination, reviewing and signing the Directors' Code of Conduct and obtaining sponsorship signatures. The board

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director nominations set out a minimum of 1 month prior to the AGM and elections are held at the AGM. It is a Council responsibility to adopt the board nomination recommendations.

REASON(S) FOR RECOMMENDATION(S):

In accordance with the MGA, Council approval is required for the increase number of board members and the appointment of nominated members to the Chinatown District BIA.

ATTACHMENT(S)

1. Attachment 1 - Documents Related to the Increased Number of Board Members Request
2. Attachment 2 - Proposed Wording for a Bylaw to Amend The Chinatown District Business Improvement Area Bylaw 43M2015
3. Attachment 3 - Chinatown District BIA – Proposed 2019/2020 Board membership
(CONFIDENTIAL)