

Community Services Report to  
Combined Meeting of Council  
2019 June 17

ISC: UNRESTRICTED  
C2019-0768

## Calgary Downtown Association Business Improvement Area – Board Nominations 2019-2022

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### EXECUTIVE SUMMARY

This report presents proposed board membership for the Calgary Downtown Association Business Improvement Area (BIA) for appointment by Council.

#### ADMINISTRATION RECOMMENDATION:

That Council:

1. Appoint proposed board members in the Attachment for a three year term until the 2022 Annual General Meeting of the Calgary Downtown Association Business Improvement Area;
2. Direct that retiring board members receive a letter from the Mayor thanking them for their service; and
3. Release the Attachment as a public document 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 two remaining BIAs, Chinatown and Calgary Downtown Association proposed board were not included in Report C2019-0025, as the BIAs had not yet held their Annual General Meeting (AGM).

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 BRZs in order to align these bylaws with current provincial legislative requirements and current BRZ practices to improve board governance.

### 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 June 05 Administration received draft minutes from the Calgary Downtown Association BIA's 2018 Annual General Meeting (AGM) held on 2019 May 09, which included the nominations for the Board of Directors. There were nine openings for new Board members, and four nominees came forward. Three of the four nominees were incumbent in the position. After confirmation that the nominees were in good standing, a motion was presented to accept the nominees as presented. The motion was seconded, and carried. The AGM minutes will go to the BIA Board Executive in 2019 June 23 for approval.

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

Twelve BIAs and Business Revitalization Zones (BRZs) have been established between 1984 and 2017, each under a separate City of Calgary bylaw. Calgary Downtown Association Bylaw 38M2017 section 9 (1) offers the Term of Office of members of the board shall be appointed for three year terms.

Terms are staggered and as such, four of the seven board members are presented for appointment as indicated in the Attachment. The remaining three members are continuing their previous appointment.

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

In 2019 early June, Administration received the 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*.

The Calgary Downtown Association follows Election and Nomination Procedures outlined in its BIA Bylaws to ensure nominee candidates and nominated board members bring appropriate skills, knowledge and competencies to the organization. The Calgary Downtown Association has also developed a new recruitment and nomination process to ensure a more robust and thorough level of governance and rigor is exercised throughout the nomination process.

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

In accordance with the MGA (s.51(1)), Council appoints members to Business Improvement Areas and Business Revitalization Zones.

**ATTACHMENT(S)**

1. Attachment – Calgary Downtown Association Business Improvement Area Proposed Board Appointments (CONFIDENTIAL)