



## REPORT

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**TO:** Mayor Bonnette and Members of Council

**FROM:** Melissa Lawr, Deputy Clerk – Legislation

**DATE:** August 18, 2022

**REPORT NO.:** ADMIN-2022-0042

**SUBJECT:** Acton Business Improvement Area (BIA) Board of Management  
– New Members

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### RECOMMENDATION:

THAT Report No. ADMIN-2022-0042 dated August 18, 2022 regarding Acton Business Improvement Area (BIA) Board of Management – New Members be received;

AND FURTHER THAT Council approve the appointment of the new board members to the Acton Business Improvement Area (BIA) Board of Management as per Confidential Appendix A to this Report;

AND FURTHER THAT the Mayor and Clerk be authorized to enact the necessary by-law to appoint the members.

### KEY POINTS:

The following are key points for consideration with respect to this report:

- BIAs are legislated by the *Municipal Act, 2001*
- Section 204(1) of the *Municipal Act, 2001* states that the municipality may designate an area as an improvement area and establish a Board of Management

### BACKGROUND AND DISCUSSION:

Within the Town of Halton Hills, there are two Business Improvement Areas (BIAs), the Downtown Georgetown BIA and the Downtown Acton BIA. Both BIAs in Halton Hills were established in 1977.

The Province of Ontario defines a BIA as a geographic area in a municipality that is formed to allow local business people and property owners to join together and with the support of the municipality, organize, finance and carry out physical improvement and promote economic development in their district.

Section 204(1) of the *Municipal Act, 2001* states that the municipality may designate an area as an improvement area and establish a Board of Management:

- to oversee the improvement, beautification and maintenance of municipally owned land, buildings and structures in the area beyond that provided at the expense of the municipality generally; and,
- to promote the area as a business or shopping area. Members of the BIA include both property owners and their tenants within the BIA that were assessed in a prescribed business class on the last returned assessment roll.

By-law No. 1993-0175 is a Town of Halton Hills by-law that establishes the Acton Business Improvement Area and includes the names of the Members of the Board of Management.

The Acton BIA operates under the direction of a volunteer Board of Management (the "Board"). Under its By-Laws, the Board is elected by its membership on an annual basis at its Annual General Meeting ("AGM"). Board members may resign at any time. Board size is minimum seven (7) members and a maximum of eleven (11) members. Under the *Municipal Act, 2001* Council has the role of appointing members of the BIA Board as elected by the BIA membership.

#### **STRATEGIC PLAN ALIGNMENT:**

This report is administrative in nature and does not have an impact on the Town's Strategic Plan.

#### **RELATIONSHIP TO CLIMATE CHANGE:**

This report is administrative in nature and does not directly impact or address climate change and the Town's Net Zero target.

#### **PUBLIC ENGAGEMENT:**

Public Engagement was not needed as this report is administrative in nature.

**INTERNAL CONSULTATION:**

Consultation was conducted between the Clerk's Office and the Downtown Georgetown Business Improvement Area Manager.

**FINANCIAL IMPLICATIONS:**

This report is administrative in nature and does not have any financial implications.

Reviewed and approved by,

Valerie Petryniak, Town Clerk & Director of Legislative Services

Chris Mills, Chief Administrative Officer