



REPORT

TO: Mayor Lawlor and Members of Council

FROM: Melissa Lawr, Deputy Clerk - Legislation

DATE: January 23, 2023

REPORT NO.: ADMIN-2023-0007

SUBJECT: Acton Business Improvement Area (BIA) Board of Management Membership 2022-2026

RECOMMENDATION:

THAT Report No. ADMIN-2023-0007 dated January 23, 2023 regarding Acton Business Improvement Area (BIA) Board of Management Membership 2022-2026, be received;

AND FURTHER THAT Council approve the appointment of the 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
- The Downtown Acton Business Improvement Area (BIA) has elected a new Board of Management for the 2022-2026 term

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.

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:

- 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 Downtown Acton Business Improvement Area and includes the names of the members of the Board of Management. A By-Law to amend By-Law No. 1993-0175 will be brought forward to the next available Council meeting upon approval of this report.

The Downtown Acton Business Improvement Area (BIA) elected a new Board of Management for the 2022-2026 term, and in accordance with Section 204 of the Municipal Act, S.O 2001 has submitted the list of persons that they have elected for Council appointment (Confidential Appendix A).

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:

The Town Clerk and the Downtown Acton BIA Coordinator were consulted during this report.

The Downtown Acton BIA Coordinator will be informed of Council's decision on this report.

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