



REPORT

REPORT TO: Mayor Bonnette and Members of Council

REPORT FROM: Renée Brown, Deputy Clerk – Legislation and Elections

DATE: November 19, 2019

REPORT NO.: ADMIN-2019-0037

RE: Downtown Georgetown Business Improvement Area (BIA) Board of Management Membership

RECOMMENDATION:

THAT Report No. ADMIN-2019-0037 dated November 19, 2019 regarding the Downtown Georgetown Business Improvement Area (BIA) Board of Management Membership be received;

AND FURTHER THAT the Membership of the Downtown Georgetown Business Area (BIA) Board of Management as set out in Confidential Appendix A be approved;

AND FURTHER THAT staff bring forward the necessary By-law to have the members of the Downtown Georgetown Business Improvement Area (BIA) Board of Management appointed;

AND FURTHER THAT Staff recommend that the Board of Management for the Downtown Georgetown Business Improvement Area (BIA) be provided training with regard to the relationship between the Town and the BIA and their respective roles and responsibilities, as per the Municipal Act and the Town of Halton Hills Code of Conduct for Local Boards and Committees.

BACKGROUND:

Within the Town of Halton Hills, there are two Business Improvement Areas (BIAs), one in Downtown Georgetown and the second in Downtown Acton. 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*. Section 204(1) of the *Municipal Act* 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. 1993-0174 is a by-law to establish the Downtown Georgetown Business Improvement Area, and includes the names of the members on the Board of Management.

The membership of the Downtown Georgetown Business Improvement Area (BIA) has selected its Board of Management for the 2018-2022 Term of Council, and has presented these new Board members for appointment by Council.

COMMENTS:

In accordance with Section 204 of the Municipal Act, S.O. 2001, municipalities have the authority to appoint members to the Board of Management for Business Improvement Areas.

The Downtown Georgetown BIA held its Annual General Meeting on November 5, 2019. At the meeting they confirmed their existing membership and elected three new members to fill vacancies. The Board recommend that the members listed in Confidential Appendix A be appointed by Council to the Downtown Georgetown BIA Board of Management.

Staff recommend that the newly appointed Downtown Georgetown BIA Board of Management be provided training with regard to the relationship between the Town and the BIA and their respective roles and responsibilities, as per the Municipal Act and the Town of Halton Hills Code of Conduct for Local Boards and Committees.

As Council members will recall at the beginning of this term, they were involved in Code of Conduct Training, updates on the Municipal Act and Town By-laws as they relate to the day to day relationship with members of staff and the community as a whole. In view of the significant role that members of the BIA play and in particular their responsibility to the Town, it would be in the best interests of all parties, if the BIA Board and staff take part in a training session. The details of which can be discussed at a later date.

RELATIONSHIP TO STRATEGIC PLAN:

The efficient and effective operation of the Downton Georgetown BIA is important to the delivery of the Town's economic development priorities.

FINANCIAL IMPACT:

There is no financial impact from this report.

CONSULTATION:

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

PUBLIC ENGAGEMENT:

There was no public engagement required as this is an administrative matter.

SUSTAINABILITY IMPLICATIONS:

The Town is committed to implementing our Community Sustainability Strategy, Imagine Halton Hills. Doing so will lead to a higher quality of life.

The recommendation outlined in this report advances, the Strategy's implementation.

This report supports the Economic and Cultural pillars of Sustainability and in summary the alignment of this report with the Community Sustainability Strategy is Excellent.

COMMUNICATIONS:

The Downtown Georgetown BIA Manager and Board Chair will be informed of Council's decision on this report.

CONCLUSION:

It is recommended that Council appoint the membership as set out in Confidential Appendix A to this report and that the necessary by-law be enacted to appoint members to the Georgetown Business Improvement Area (BIA) Board of Management.

Reviewed and Approved by,

A handwritten signature in cursive script that reads "Suzanne Jones".

Suzanne Jones, Clerk & Director of Legislative Services

A handwritten signature in cursive script that reads "Brent Marshall".

Brent Marshall, Chief Administrative Officer