

EDMONTON BUSINESS IMPROVEMENT AREAS 2024 BOARDS OF DIRECTORS

Recommendation

That Executive Committee recommend to City Council:

1. That the appointments of the Boards of Directors to the Business Improvement Area associations, as set out in Attachment 1 of the December 6, 2023, Urban Planning and Economy report UPE01572, be approved, and that the term of appointment be January 1, 2024, to December 31, 2024.
2. That Attachment 1 of the December 6, 2023, Urban Planning and Economy report UPE01572 remain private pursuant to sections 17 (disclosure harmful to personal privacy), 24 (advice from officials) and 29 (information that is or will be available to the public) of the *Freedom of Information and Protection of Privacy Act*.

Requested Action	Decision Required		
ConnectEdmonton's Guiding Principle	ConnectEdmonton Strategic Goals		
CONNECTED This unifies our work to achieve our strategic goals.	Regional Prosperity		
City Plan Values	THRIVE		
City Plan Big City Move	Catalyze and Converge	Relationship to Council's Strategic Priorities	Economic Growth
Corporate Business Plan	Managing the Corporation		
Council Policy, Program or Project Relationships	<ul style="list-style-type: none"> • C462B - Business Revitalization Zone Establishment and Operation 		
Related Council Discussions	<ul style="list-style-type: none"> • December 6, 2023 UPE01571 Edmonton Business Improvement Areas 2024 Budgets 		

Executive Summary

- This report requests approval of the 2024 Boards of Directors for the 13 Business Improvement Area (BIA) associations.
- Individuals are eligible to be directors on a Business Improvement Area association board if they have been nominated by a tax-levy paying business member of the association and have consented to be a director.

REPORT

A business improvement area (BIA) is a defined geographic area in which businesses combine resources and work together through a formal association of business members to enhance the economic development of their area. Edmonton's 13 BIA associations and their board members are critical partners in achieving the City's strategic goal of Regional Prosperity and the ongoing development of Edmonton's economic strategy, the Economic Action Plan.

A BIA and its related association is created by City bylaw, and each BIA has its own bylaw. Each year, City Council must review nominations and appoint individuals to serve as directors on the boards of these associations. This requirement is pursuant to the provincial *Municipal Government Act, Business Improvement Area Regulation* and the City's BIA bylaws.

Individuals are eligible to be directors on a BIA association board if they have been nominated by a tax-levy paying member of the BIA and have consented to act as a director. All 13 BIA associations have completed their required annual general meetings (AGMs), which included soliciting nominations to their boards, reviewing nominations and selecting recommended candidates. In accordance with each individual BIA bylaw, all recommended board candidates have accepted their nomination to stand for appointment. Each BIA may have up to 15 directors on their board.

Community Insight

In September and October each year, Edmonton's 13 Business Improvement Areas hold their AGMs where BIA members are invited to participate and vote on the composition of their Board of Directors for the coming year. All 13 board member lists presented to City Council with this report (Attachment 1) were voted on and approved by the membership in attendance for the AGMs.

GBA+

BIA administrators (i.e. Executive Directors and boards) are responsible to anticipate the needs of equity-seeking groups and business owners. Administration is working to develop resources for partner organizations to help them to learn about and apply an equity lens on the planning and execution of BIA initiatives. Integrating GBA+ processes can help ensure that the work and budget allocation contributes to the accessibility and equity of BIA services.

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While BIAs are independent entities with their own procedures and operating guidelines, City Administration is responsible to:

- Periodically review the bylaws, policies and procedures that govern BIAs to ensure they require a GBA+ process in board recruitment and selection processes.
- Collaborate with all 13 BIA association administrators to ensure they have the support to understand, appreciate and apply a high-quality GBA+ process in the formation and recruitment of potential board members as well as in regular business planning.

Attachments

1. PRIVATE - Edmonton Business Improvement Areas - 2024 Boards of Directors