

## 2023 BUSINESS IMPROVEMENT AREA ANNUAL REPORTS AND AUDITED FINANCIAL STATEMENTS

### Recommendation

That the June 19, 2024, Urban Planning and Economy report UPE02328, be received for information.

<b>Requested Action</b>	Information only		
<b>ConnectEdmonton's Guiding Principle</b>	<b>ConnectEdmonton Strategic Goals</b>		
<b>CONNECTED</b> This unifies our work to achieve our strategic goals.	<b>Regional Prosperity</b>		
<b>City Plan Values</b>	THRIVE		
<b>City Plan Big City Move(s)</b>	Catalyze and Converge	<b>Relationship to Council's Strategic Priorities</b>	Economic Growth
<b>Corporate Business Plan</b>	Serving Edmontonians		
<b>Council Policy, Program or Project Relationships</b>	<ul style="list-style-type: none"> <li>Bylaw 7968 - Edmonton Downtown Business Improvement Area Bylaw</li> <li>Bylaw 8621 - Edmonton Kingsway Business Improvement Area Bylaw</li> <li>Bylaw 8993 - 124 Street and Area Business Improvement Area Bylaw</li> <li>Bylaw 9747 - Edmonton Fort Road and Area Business Improvement Area Bylaw</li> <li>Bylaw 10454 - Edmonton Old Strathcona Business Improvement Area Bylaw</li> <li>Bylaw 10919 - The Crossroads Business Improvement Area Bylaw</li> <li>Bylaw 11083 - Edmonton Beverly Business Improvement Area Bylaw</li> <li>Bylaw 11084 - Edmonton Alberta Avenue Business Improvement Area Bylaw</li> <li>Bylaw 12370 - Chinatown and Area Business Improvement Area Bylaw</li> <li>Bylaw 12926 - Northwest Industrial Business Improvement Area Bylaw</li> <li>Bylaw 14125 - Stony Plain Road and Area Business Improvement Area Bylaw</li> <li>Bylaw 14959 - North Edge Business Improvement Area Bylaw</li> <li>Bylaw 16219 - French Quarter and Area Business Improvement Area/Association Des Intérêts Commerciaux Du Quartier Francophone</li> </ul>		
<b>Related Council Discussions</b>	<ul style="list-style-type: none"> <li>UPE01571, Edmonton Business Improvement Areas 2024 Budgets, City Council, December 6, 2023</li> <li>UPE0172, Edmonton Business Improvement Areas 2024 Boards of</li> </ul>		

7.9

ROUTING - Executive Committee | DELEGATION - A. Laliberte, T. Mansfield, C. Gordon  
June 19, 2024 - Urban Planning and Economy UPE02328

# 2023 BUSINESS IMPROVEMENT AREA ANNUAL REPORTS AND AUDITED FINANCIAL STATEMENTS

Directors, City Council, December 6, 2023

## Executive Summary

- Edmonton's 13 Business Improvement Area (BIA) associations have each submitted their 2023 annual reports and audited financial statements for the year ending December 31, 2023.
- Administration has reviewed all documents to ensure conformance with applicable provincial and municipal requirements for the ongoing operation of Business Improvement Areas in Edmonton.
- BIA association accomplishments in 2023 cover a range of focus areas including addressing safety concerns, vibrancy and activations, visitor attraction and advocacy.

## REPORT

Executive Committee is provided with the annual reports and audited financial statements for the Business Improvement Area (BIA) associations according to the reporting requirements under the *Municipal Government Act*, the Business Improvement Area Regulations and the City Bylaws that establish and define the Business Improvement Areas (Bylaws 7968, 8621, 8993, 9747, 10454, 10919, 11083, 11084, 12370, 12926, 14125, 14959 and 16219). This regular reporting aligns with The City Plan's direction to support opportunities for local economic and community resilience, as well as the Economic Action Plan's action to align relevant economic development activities, reporting metrics, funding agreements, and grants to ensure the City and economic partners are working together as effectively as possible.

BIA associations represent businesses within specific geographic areas of a city allowing members to pool resources and work together to further economic development in their area, and are common in cities across Canada. There are 13 BIAs in Edmonton that share a commitment to building a vibrant local economy.

Each fall, the BIA associations hold their annual general meetings in which member businesses are invited to participate and vote on the budget for the coming year that is set by the association's board of directors. Based on member approval, the budgets are presented to City Council at the end of the calendar year where they are approved according to provincial and municipal processes and regulations.

Business members of each association are then assessed a levy - their portion of the association's budget - which is collected by the City from each member in the BIA boundary. These funds are disbursed in full to each association and are used to pay for operations and support members and the community through programming, enhanced cleaning, activations, festivals, events and business support. The City does not fund BIA operations, but collects and disburses the member levies on behalf of the BIA associations. However, the City delivers programming and services dedicated to supporting BIA members, including beautification, cleaning and facade improvement grants.

Edmonton's BIA associations are required to submit annual reports of their activities and audited financial statements pursuant to the Business Improvement Area Bylaws. This independent audit

## **2023 BUSINESS IMPROVEMENT AREA ANNUAL REPORTS AND AUDITED FINANCIAL STATEMENTS**

of financial results ensures member levies are used appropriately and align with the budgets set each year. Administration has reviewed all documents to ensure conformance with applicable provincial and municipal requirements for the ongoing operation of BIAs in Edmonton.

### **Community Insight**

Administration continues to work in close partnership with BIA associations. Administration's participation in the BIA associations' annual general meetings ensures compliance with governance and legislative requirements. The City's participation in monthly BIA Council meetings, a regular meeting of BIA association Executive Directors, aids in best practice sharing, issue resolution and project and initiative prioritization. Additional support is provided as issues arise related to infrastructure needs, advocacy for support for member businesses, marketing and communications, and other initiatives aimed at capacity building for boards and Executive Directors. Administration further supports BIA member businesses through the Business Friendly program. This includes the Storefront Improvement Program (matching grants for facade improvements) and one-on-one business support to help navigate and comply with municipal regulations. Administration strives to strengthen its relationships with the BIA associations and members to support vibrancy, growth of the visitor economy and the resilience of local businesses. Public engagement for this information report was not completed, as it serves to demonstrate conformance with applicable provincial and municipal requirements.

### **GBA+**

BIA associations are independent, board-governed entities with their own procedures and operating guidelines. Administration's role is to:

- Collaborate with the 13 associations, including their boards and executive directors, to ensure they have the support to understand, appreciate and apply a thorough GBA+ process when reviewing the bylaws, policies and procedures that govern them.
- Collect and disburse the levies that make up the budgets set by each association's board, to fund annual operations, events and initiatives.

Integrating GBA+ processes can help ensure that the work and budget allocation for the BIA Area associations contribute to the accessibility and equity of services.

### **Attachments**

1. 124 Street and Area Business Association - 2023 Annual Report & 2023 Audited Financial Statements
2. Alberta Avenue Business Association - 2023 Annual Report & 2023 Audited Financial Statements
3. Beverly Business Association - 2023 Annual Report & 2023 Audited Financial Statements
4. Chinatown and Area Business Association - 2023 Annual Report & 2023 Audited Financial Statements
5. Downtown Business Association - 2023 Annual Report & 2023 Audited Financial Statements
6. Fort Road Business and Community Association - 2023 Annual Report & 2023 Audited Financial Statements

## **2023 BUSINESS IMPROVEMENT AREA ANNUAL REPORTS AND AUDITED FINANCIAL STATEMENTS**

7. French Quarter Business Association/Association des entreprises du quartier francophone - 2023 Annual Report & 2023 Audited Financial Statements
8. Kingsway District Association - 2023 Annual Report & 2023 Audited Financial Statements
9. North Edge Business Association - 2023 Annual Report & 2023 Audited Financial Statements
10. Northwest Industrial Business Association - 2023 Annual Report & 2023 Audited Financial Statements
11. Old Strathcona Business Association - 2023 Annual Report & 2023 Audited Financial Statements
12. Stony Plain Road and Area Business Association - 2023 Annual Report & 2023 Audited Financial Statements
13. The Crossroads Business Improvement Area Association - 2023 Annual Report & 2023 Audited Financial Statements