

THE CITY OF EDMONTON

BYLAW ~~16219-21228~~

FRENCH QUARTER BUSINESS IMPROVEMENT AREA/ASSOCIATION DES
INTÉRÊTS COMMERCIAUX DU QUARTIER FRANCOPHONE BYLAW

~~WHEREAS, Edmonton City Council received a request, pursuant to section 3(1) of AR 377/94, the Business Revitalization Zone Regulation and appended hereto as Schedule "A", to establish a business revitalization zone generally located along 82 Avenue bounded by 97 and 85 Streets, and along 92 Street bounded by 82 and 90 Avenues;~~

~~AND WHEREAS, pursuant to section 3(3) of AR 377/94, reasonable steps were taken to ensure that notice of the intention of Council to pass this bylaw was mailed to every business that would be a taxable business under this bylaw;~~

~~AND WHEREAS, no petition objecting to the passing of this bylaw was received by the City;~~

~~Edmonton City Council enacts:~~

Edmonton City Council enacts:

DEFINITIONS

1

- (1) Unless otherwise specified, words used in this bylaw have the same meaning as defined in the MGA.
- (2) In this bylaw, ~~unless the context otherwise requires:~~
 - (a) **"Board"** means all Directors of the Business Improvement Area as appointed by Council from time to time; **"Area"** means the business improvement area set out in section 3 of this bylaw;
 - (b) **"City"** means the municipal corporation of the City of Edmonton; **"Association"** means the corporation set out in section 4 of this bylaw;
 - (c) **"Council"** means the municipal council of the City of Edmonton; **"Board"** means all Directors of the ~~Business~~

~~Improvement Area Association as appointed by Council pursuant to this bylaw from time to time;~~

- (d) ~~"Director"~~ means a person appointed by Council pursuant to section 6 of this bylaw; **"City"** means the municipal corporation of the The City of Edmonton;
- (e) ~~"Member"~~ means a business assessed for business taxes within the French Quarter Business Improvement Area/Association des Intérêts Commerciaux du Quartier Francophone; **"City Manager"** means the City's chief administrative officer or delegate;
- (f) ~~"MGA"~~ means the Municipal Government Act, S.A. 2000, c. M-26; **"Council"** means the City's municipal council of the The City of Edmonton;
- (g) ~~"Person"~~ includes an individual, partnership, association, corporation, trustee, executor, administrator or legal representative; **"Director"** means an person individual appointed by Council pursuant to section 6 7 of this bylaw;
- (h) ~~Deleted;~~ **"Member"** means a business assessed for business improvement area taxes within the French Quarter Business Improvement Area/Association des Intérêts Commerciaux du Quartier Francophone Area;
- (i) **"MGA"** means the *Municipal Government Act*, RSA 2000, c M-26, as amended; and
- (j) **"person"** includes an individual, partnership, association, corporation, trustee, executor, administrator or legal representative.

DESIGNATION OF THE ZONE 2

~~That area, the boundaries of which are outlined and shaded on the map attached hereto as Schedule B and forming part of this bylaw, and which are more particularly described in Schedule C attached hereto and forming part of this bylaw, is hereby designated as the "French Quarter Business Improvement Area/Association des Intérêts Commerciaux du Quartier Francophone".~~

RULES FOR INTERPRETATION 2

The marginal notes and headings in this bylaw are for ease of reference only.

ESTABLISHMENT OF THE ASSOCIATION 3

~~(1) The Board of Directors of the French Quarter Business Improvement Area/Association des Intérêts Commerciaux du Quartier Francophone is hereby established as a corporation under the name "French Quarter Business Association/ Association des entreprises du quartier francophone".~~

~~(2) The Corporation hereby established shall consist of Directors appointed from time to time in accordance with Section 6 hereof.~~

THE BUSINESS IMPROVEMENT AREA 3

~~The~~ That area, the boundaries of which are outlined and shaded on the map attached hereto as ~~Schedule~~ Appendix "B" "A" and ~~forming part of~~ to this bylaw, and which are more particularly described in ~~Schedule~~ Appendix "C" "B" attached hereto and ~~forming part of~~ to this bylaw, ~~is hereby designated as the "French Quarter Business Improvement Area/Association des Interets Commerciaux du Quartier Francophone"~~ which was designated as the "'French Quarter Business Improvement Area/Association des Interets Commerciaux du Quartier Francophone" in Bylaw 16219, as amended, is hereby continued as the "French Quarter Business Improvement Area/Association des Interets Commerciaux du Quartier Francophone".

PURPOSES OF THE ZONE 4

The objects or purposes for which the French Quarter Business Improvement Area/Association des Intérêts Commerciaux du Quartier Francophone are established are:

- (a) improving, beautifying and maintaining property in the French Quarter Business Improvement Area/Association des Intérêts Commerciaux du Quartier Francophone;
- (b) developing, improving, and maintaining public parking; and
- (c) promoting the French Quarter Business Improvement Area/Association des Intérêts Commerciaux du Quartier Francophone as a business or shopping district.

THE ASSOCIATION 4

- (1) All Directors appointed to sit on the Board of the “French Quarter Business Improvement Area/Association des Intérêts Commerciaux du Quartier Francophone” under Bylaw 16219, as amended, will continue to sit until otherwise replaced under this bylaw. ~~The Board of Directors of the French Quarter Business Improvement Area/Association des Intérêts Commerciaux du Quartier Francophone is hereby established as a corporation under the name "French Quarter Business Association/ Association des entreprises du quartier francophone".~~
- (2) The corporation which was established under the name “French Quarter Business Association/ Association des entreprises du quartier francophone” in Bylaw 16219, as amended, is hereby continued as a corporation under the name “French Quarter Business Association/ Association des entreprises du quartier francophone”.

(3) The Corporation hereby established Board shall consist of Directors appointed from time to time in accordance with ~~Section 6 hereof~~ section 7 of this bylaw.

POWERS OF ASSOCIATION

5

~~(1) Subject to the provisions of this bylaw and every other applicable bylaw of the City or statute or regulations of the Province, the French Quarter Business Improvement Area/Association des Intérêts Commerciaux du Quartier Francophone shall have the power to do all things necessarily incidental to the attainment of its objects.~~

~~(2) Nothing in this bylaw shall be construed as giving the French Quarter Business Improvement Area/Association des Intérêts Commerciaux du Quartier Francophone the power to borrow money or otherwise pledge its assets without the express direction of Council.~~

PURPOSES OF THE AREA

5

(1) The objects ~~or~~ and purposes for which the ~~French Quarter Business Improvement Area/Association des Intérêts Commerciaux du Quartier Francophone Area~~ are established are:

(a) improving, beautifying and maintaining property in the ~~French Quarter Business Improvement Area/Association des Intérêts Commerciaux du Quartier Francophone Area~~;

(b) developing, improving, and maintaining public parking; and

(c) promoting the ~~French Quarter Business Improvement Area/Association des Intérêts Commerciaux du Quartier Francophone Area~~ as a business or shopping district.

(2) The Association will carry out the objects and purposes set out in subsection (1) by:

(a) building effective partnerships with businesses, property owners, other community collaborators, and municipal government;

(b) advocating for the needs of the businesses in the Area;

- (c) developing and promoting a positive image for the Area;
- (d) attracting new businesses that support the vision for the Area; and
- (e) encouraging reinvestment and future development in the Area.

DIRECTORS

6

~~(1) The Board of the French Quarter Business Improvement Area/Association des Intérêts Commerciaux du Quartier Francophone shall consist of fifteen Directors appointed by Council.~~

~~(2) At the recommendation of the Board, Council may appoint fewer than fifteen Directors.~~

~~(3) Each appointment made by Council is for a term of one year with no maximum number of terms.~~

~~(4) No person shall be appointed as a Director unless that person:~~

~~(a) has been nominated in writing, submitted to the Board before close of nominations, for appointment as a Director, by any person in the French Quarter Business Improvement Area/Association des Intérêts Commerciaux du Quartier Francophone who is shown on the current assessment roll of the City as being assessed for business taxes with respect to a business carried on within the French Quarter Business Improvement Area/Association des Intérêts Commerciaux du Quartier Francophone, and~~

~~(b) has consented to act as a Director, in writing submitted to the Board prior to that person's appointment.~~

~~(5) A majority of existing, appointed members constitutes quorum.~~

**POWERS OF
ASSOCIATION**

6

- (1) Subject to the provisions of this bylaw ~~and every other applicable bylaw of the City or statute or regulations of the Province~~ and any other piece of applicable legislation, the ~~French Quarter Business Improvement Area/Association des Intérêts Commerciaux du Quartier Francophone~~ Association shall have the power to do all things necessarily incidental to the attainment of its objects.
- (2) Nothing in this bylaw shall be construed as giving the ~~French Quarter Business Improvement Area/Association des Intérêts Commerciaux du Quartier Francophone~~ Association the power to borrow money or otherwise pledge its assets without the express direction of Council.

REMUNERATION

7

- ~~(1) The position of a Director is voluntary, and no remuneration will be paid for services as a Director.~~
- ~~(2) Directors shall be reimbursed for expenses necessarily incurred in the performance of duties as a Director.~~

DIRECTORS

7

- (1) The Board ~~of the French Quarter Business Improvement Area/Association des Intérêts Commerciaux du Quartier Francophone~~ shall consist of up to fifteen Directors appointed by Council.
- (2) Each appointment made by Council is for a term of one year with no maximum number of terms.
- (3) No ~~person individual~~ shall be appointed as a Director unless that ~~person individual~~:
 - (a) has been nominated in writing, submitted to the Board before close of nominations, for appointment as a Director, by any person ~~in the French Quarter Business Improvement Area/Association des Intérêts~~

~~Commerciaux du Quartier Francophone who is shown on the current assessment roll of the City as being assessed for business taxes with respect to a business carried on within the French Quarter Business Improvement Area/Association des Intérêts Commerciaux du Quartier Francophone who is a taxpayer in the Area as defined in section 1(e) of the *Business Improvement Area Regulation*, Alta. Reg. 93/2016; and~~

(b) has consented to act as a Director, in writing submitted to the Board prior to that ~~person~~ individual's appointment.

(4) A majority of existing, appointed members constitutes quorum.

(5) Each Director of the Board shall remain in office until:

(c) the Director resigns;

(d) the revocation of the Director's appointment by Council following the recommendation of the Board; or

(e) the Director's term of office expires,

whichever comes first.

(6) Where an individual appointed pursuant to this section ceases to be a Director of the Board before the expiration of their designated term, the Board may appoint a Director for the unexpired portion of the term provided that the new Director meets all of the requirements for appointment as a Director pursuant to this section.

(7) Interim appointments pursuant to subsection (6) shall not require the further approval of Council.

~~Area/Association des Intérêts Commerciaux du Quartier Francophone.~~

~~(2) The Board shall meet at least quarterly and may meet more frequently, as it sees fit, for the dispatch of business.~~

~~(3) The Directors shall:~~

~~(a) elect one of their number as Chair of the Board to preside at all meetings of the Board, and~~

~~(b) determine the period for which that person is to hold office.~~

~~(4) If the Chair is not present within fifteen (15) minutes from the time fixed for the holding of any meeting, the Directors present shall choose one of their number to be the Chair of the meeting.~~

~~(5) A motion is lost when the vote is tied.~~

~~(6) The Board may delegate any of the Board's powers to a committee or committees consisting of one or more Directors.~~

~~(S.6(±), Bylaw 17788, December 13, 2016)~~

REMUNERATION 8

(1) The position of a Director is voluntary, and no remuneration will be paid for services as a Director.

(2) Directors shall be reimbursed for expenses necessarily incurred in the performance of duties as a Director.

FINANCIAL MATTERS 9

~~(1) The financial year of the Board is the calendar year.~~

~~(2) The Board may appoint such officers of the French Quarter Business Improvement Area/Association des Intérêts Commerciaux du Quartier Francophone as the Board sees fit and may specify the powers and duties of such officers and, subject~~

~~to the provisions of this bylaw, may delegate to any officer such of the powers of the Board as the Board thinks fit.~~

~~(3) If a Director or a Director's family member, as defined within the MGA, has a pecuniary interest in a matter before the Board, the Director shall be precluded from voting or participating in the discussion.~~

~~(4) The French Quarter Business Improvement Area/Association des Intérêts Commerciaux du Quartier Francophone may have a corporate seal, which seal may be adopted or changed from time to time by the Board and on which the name of the French Quarter Business Improvement Area/Association des Intérêts Commerciaux du Quartier Francophone shall appear.~~

~~(5) The banking business of the French Quarter Business Improvement Area/Association des Intérêts Commerciaux du Quartier Francophone shall be transacted with such banks or financial institutions as the Board may from time to time designate, and shall be transacted in accordance with such agreements, instructions, and delegations of power as the Board may from time to time prescribe.~~

~~(6) The Board shall cause true accounts to be kept of the sums of money received and expended by the French Quarter Business Improvement Area/Association des Intérêts Commerciaux du Quartier Francophone and the matter or matters in respect of which such receipts and expenditures take place, all acquisitions and dispositions of property of the Association, and all the assets and liabilities of the French Quarter Business Improvement Area/Association des Intérêts Commerciaux du Quartier Francophone.~~

~~(7) The books of account of the French Quarter Business Improvement Area/Association des Intérêts Commerciaux du Quartier Francophone shall be kept at such place or places as the Board thinks fit, and no person, other than a Director, an officer, the City Auditor, or an officer, accountant, or other person, whose duty to the French Quarter Business Improvement Area/Association des Intérêts Commerciaux du Quartier Francophone or to the Council require that person to do so, shall have any right to inspect any account or book or document of the French Quarter Business Improvement Area/Association des Intérêts Commerciaux du Quartier Francophone except as may be authorized by the Board, by Council, or by statute.~~

~~(8) The Board shall, in each year at the time and in the form prescribed by the Council, submit to the Council, for its approval, estimates of revenues and expenditures expected to be received and made by the French Quarter Business Improvement Area/Association des Intérêts Commerciaux du Quartier Francophone for the next fiscal year.~~

~~(9) The Board shall present and review these estimates with its Members at the annual general meeting and subsequently revise, if necessary, and approve them prior to their submission to Council.~~

~~(10) The Board shall notify by mail, personal delivery, or a combination of the two, all businesses within the French Quarter Business Improvement Area/Association des Intérêts Commerciaux du Quartier Francophone listed in the current assessment roll of the proposed budget, and of the date and place when Council will consider approval of the proposed budget.~~

PROCEDURES FOR 9 THE BOARD

(1) The Board shall manage the business and affairs of the ~~French Quarter Business Improvement Area/Association des Intérêts Commerciaux du Quartier Francophone~~ Association.

(2) The Board shall meet at least quarterly and may meet more frequently, as it sees fit, for the dispatch of business.

(3) The Directors shall:

(a) elect one of their number as Chair of the Board to preside at all meetings of the Board; and

(b) determine the period for which that ~~person~~ individual is to hold office.

~~(4) If the Chair is not present within fifteen (15) minutes from the time fixed for the holding of any meeting, the Directors present shall choose one of their number to be the Chair of the~~

~~meeting.~~The Board shall establish and maintain internal governing documents setting out policies and procedures for dealing with the following:

- (a) conducting meetings when the Chair is not present;
- (b) determining what happens to a motion when the vote is tied; and
- (c) any other situation, incident, event, or thing that the Board sees fit in order for it to guide the governance, conduct, and operations of the Board, its Directors, committees, and employees of the Association,

provided such policies and procedures are not inconsistent with the provisions of this bylaw.

~~(5) A motion is lost when the vote is tied.~~The Board may delegate any of the Board's powers to a committee or committees consisting of one or more Directors.

~~(6) The Board may delegate any of the Board's powers to a committee or committees consisting of one or more Directors.~~

**~~ANNUAL
GENERAL
MEETINGS AND
SPECIAL
MEETINGS OF
THE BOARD~~**

~~10~~

~~(1) In each calendar year, prior to submitting its estimates of revenues and expenditures to Council, the Board shall hold an annual general meeting of all Members.~~

~~(2) Written notice of the annual meeting shall be sent by mail, personal delivery, or a combination of the two, to all Members, at least fourteen (14) days prior to the meeting date.~~

~~(3) At the annual meeting the Board shall:~~

- ~~(a) review with Members its estimates of revenues and expenditures for the next calendar year;~~

~~(b) review with Members any nominations for new Directors from the Members for the next calendar year received by the Board prior to the meeting;~~

~~(c) seek any additional nominations for new Directors for the next calendar year; and~~

~~(d) close the nomination period permanently for new Directors for the next calendar year.~~

~~(4) For the purposes of any vote of the membership during the annual meeting or a special meeting, the following voting procedures shall apply:~~

~~(a) Each Member shall be entitled to one vote;~~

~~(b) In order to be eligible to vote, each representative shall present to the Board upon arrival at the meeting, an original signed statement giving the bearer permission to represent the Member in any vote at that meeting; and~~

~~(c) Motions are passed by a majority of the votes cast by the Members present at the meeting.~~

FINANCIAL MATTERS

10

(1) The financial year of the ~~Board~~ Association is the calendar year.

(2) The Board may appoint such officers of the ~~French Quarter Business Improvement Area/Association des Intérêts Commerciaux du Quartier Francophone~~ Association as the Board sees fit and may specify the powers and duties of such officers and, subject to the provisions of this bylaw, may delegate to any officer such of the powers of the Board as the Board thinks fit.

- (3) If a Director or a Director's family member, as defined within the MGA, has a pecuniary interest in a matter before the Board, the Director shall be precluded from voting or participating in the discussion.
- (4) The ~~French Quarter Business Improvement Area/Association des Intérêts Commerciaux du Quartier Francophone Association~~ may have a corporate seal, which seal may be adopted or changed from time to time by the Board and on which the name of the Association shall appear.
- (5) The banking business of the ~~French Quarter Business Improvement Area/Association des Intérêts Commerciaux du Quartier Francophone Association~~ shall be transacted with such banks or financial institutions as the Board may from time to time designate, and shall be transacted in accordance with such agreements, instructions, and delegations of power as the Board may from time to time prescribe.
- (6) The Board shall cause true accounts to be kept of the sums of money received and expended by the ~~French Quarter Business Improvement Area/Association des Intérêts Commerciaux du Quartier Francophone Association~~ and the matter or matters in respect of which such receipts and expenditures take place, all acquisitions and dispositions of property of the Association, and all the assets and liabilities of the ~~French Quarter Business Improvement Area/Association des Intérêts Commerciaux du Quartier Francophone Association~~.
- (7) The books of account of the ~~French Quarter Business Improvement Area/Association des Intérêts Commerciaux du Quartier Francophone Association~~ shall be kept at such place or places as the Board thinks fit, and no person, other than a Director, an officer, the City Auditor, or an officer, accountant, or other person, whose

duty to the ~~French Quarter Business Improvement Area/Association des Intérêts Commerciaux du Quartier Francophone~~ Association or to Council require that person to do so, shall have any right to inspect any account or book or document of the ~~French Quarter Business Improvement Area/Association des Intérêts Commerciaux du Quartier Francophone~~ Association except as may be authorized by the Board, by Council, or by statute.

- (8) The Board shall, in each year at the time and in the form prescribed by the City Manager, submit to Council, for its approval, estimates of revenues and expenditures expected to be received and made by the ~~French Quarter Business Improvement Area/Association des Intérêts Commerciaux du Quartier Francophone~~ Association for the next fiscal year.
- (9) The Board shall present and review these estimates with its Members at the annual general meeting and subsequently revise, if necessary, and approve them prior to their submission to Council.
- (10) The Board shall notify ~~by mail, personal delivery, or a combination of the two~~ all businesses within the ~~French Quarter Business Improvement Area/Association des Intérêts Commerciaux du Quartier Francophone~~ Area listed in the current assessment roll of the proposed budget whose owner or operator is a taxpayer, as defined in section 1(e) of the *Business Improvement Area Regulation, Alta. Reg. 93/2016*, of the date and place when Council will consider approval of the proposed budget using one or more of the following methods:

(a) mail;

(b) personal delivery; or

- (c) electronic mail, provided that the requirements for the sending of documents by electronic means set out in section 608 of the MGA are met.

~~ANNUAL REPORT~~ ~~11~~

~~The Board shall prepare and submit to Council an annual report of the activity of the French Quarter Business Improvement Area/Association des Intérêts Commerciaux du Quartier Francophone at the time specified by Council, together with an audited financial statement of the French Quarter Business Improvement Area/Association des Intérêts Commerciaux du Quartier Francophone comprised of an income and expenditure account and a balance sheet and any other statements and reports required by Council.~~

**ANNUAL
GENERAL
MEETINGS AND
SPECIAL
MEETINGS OF
THE BOARD**

11

- (1) In each calendar year, prior to submitting its estimates of revenues and expenditures to Council, the Board shall hold an annual general meeting of all Members.
- (2) Written notice of the annual meeting shall be sent ~~by mail, personal delivery, or a combination of the two~~, to all Members at least fourteen (14) days prior to the meeting date ~~using one or more of the following methods~~:

(a) mail;

(b) personal delivery; or

(c) electronic mail, provided that the requirements for the sending of documents by electronic means set out in section 608 of the MGA are met.

(3) At the annual meeting the Board shall:

(a) review with Members its estimates of revenues and expenditures for the next calendar year;

(b) review with Members any nominations for new Directors from the Members for the next calendar year received by the Board prior to the meeting;

(c) if sufficient nominations for new Directors for the next calendar year have not been received by the Board, seek any additional nominations for new Directors for the next calendar year; and

(d) close the nomination period permanently for new Directors for the next calendar year.

(4) For the purposes of any vote of the membership during the annual meeting or a special meeting, the following voting procedures shall apply:

(a) each Member shall be entitled to one vote;

(b) in order to be eligible to vote, each representative of a Member that is not the owner or operator of the Member shall present to the Board upon arrival at the meeting, ~~an original~~ signed statement giving the bearer

permission to represent the Member in any vote at that meeting; and

(c) motions are passed by a majority of the votes cast by the Members present at the meeting.

~~EFFECTIVE DATE 12 This bylaw comes into effect on the date on which it is passed.~~

ANNUAL REPORT AND AUDITED FINANCIAL STATEMENT 12

(1) The Board shall prepare and submit to Council, ~~at the time specified by the City Manager, an annual report of the activity of the French Quarter Business Improvement Area/Association des Intérêts Commerciaux du Quartier Francophone at the time specified by Council, together with~~ audited financial statement of the ~~French Quarter Business Improvement Area/Association des Intérêts Commerciaux du Quartier Francophone Association~~ comprised of an income and expenditure account and a balance sheet. ~~and any other statements and reports required by Council.~~

(2) The Board shall also prepare and submit to Council, at the time and in the form and containing the content prescribed by the City Manager, the following:

(a) an annual report of the activity of the Association; and

(b) any other statements, documents, and reports required by the City Manager.

QUARTERLY 13 The Board shall prepare and submit to the City Manager, at the time and in the form and containing the content prescribed by

REPORTING

the City Manager, quarterly financial reports of the Association.

**CITY MANAGER
ROLE** 14

In addition to any other power, duty, or function prescribed by this bylaw, the City Manager may:

- (a) prescribe the time at which all documents, reports, or statements that must be submitted to the City pursuant to this bylaw shall be submitted;

- (b) prescribe the form and content of all reports that must be submitted to the City pursuant to this bylaw;

- (c) prescribe the form of all proposed budget-related documents that must be submitted to the City for Council approval pursuant to this bylaw; and

- (d) delegate any power, duty, or function under this bylaw.

TRANSITION 15

On the coming into force of this bylaw, Directors appointed to the Board will continue to be Directors until the expiry of their current term.

REPEAL 16

Bylaw 16219, the French Quarter Business Improvement Area/Association Des Intérêts Commerciaux Du Quartier Francophone Bylaw, is repealed.

~~(NOTE: Consolidation made under Section 69 of the Municipal Government Act, R.S.A. 2000, e.M-26 and Bylaw 16620 Section 16, and printed under the City Manager's authority)~~

~~Bylaw 16219, passed by Council October 17, 2012~~

~~Amendment~~

~~Bylaw 16523, January 1, 2014~~

~~Bylaw 17788, December 13, 2016~~

Read a first time

Read a second time

Read a third time

SIGNED AND PASSED

THE CITY OF EDMONTON

MAYOR

CITY CLERK

APPENDIX "A"

**FRENCH QUARTER BUSINESS IMPROVEMENT AREA/ASSOCIATION DES
INTÉRÊTS COMMERCIAUX DU QUARTIER FRANCOPHONE BOUNDARY MAP**

APPENDIX “B”

**BOUNDARIES OF THE FRENCH QUARTER BUSINESS IMPROVEMENT
AREA/ASSOCIATION DES INTÉRÊTS COMMERCIAUX DU QUARTIER
FRANCOPHONE**