

**THE CITY OF EDMONTON**  
**BYLAW 21221**  
**THE CROSSROADS BUSINESS IMPROVEMENT AREA BYLAW**

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:
- (a) **“Area”** means the business improvement area set out in section 3 of this bylaw;
  - (b) **“Association”** means the corporation set out in section 4 of this bylaw;
  - (c) **“Board”** means all Directors of the Association as appointed pursuant to this bylaw from time to time;
  - (d) **“City”** means The City of Edmonton;
  - (e) **“City Manager”** means the City’s chief administrative officer or delegate;
  - (f) **“Council”** means the City’s council;
  - (g) **“Director”** means an individual appointed pursuant to section 7 of this bylaw;
  - (h) **“Member”** means a business assessed for business improvement area taxes within the 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.

**RULES FOR INTERPRETATION**

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

**THE BUSINESS IMPROVEMENT**

- 3 That area, the boundaries of which are outlined and shaded on the map attached as Appendix “A” to this bylaw, and which are

**AREA**

more particularly described in Appendix “B” attached to this bylaw, which was designated as “The Crossroads Business Improvement Area” in Bylaw 10919, as amended, is hereby continued as “The Crossroads Business Improvement Area”.

**THE ASSOCIATION 4**

- (1) All Directors appointed to sit on the Board of “The Crossroads Business Improvement Area” under Bylaw 10919, as amended, will continue to sit until otherwise replaced under this bylaw.
- (2) The corporation which was established under the name “The Crossroads Business Improvement Area Association” in Bylaw 10919, as amended, is hereby continued as a corporation under the name “The Crossroads Business Improvement Area Association”.
- (3) The Board shall consist of Directors appointed from time to time in accordance with section 7 of this bylaw.

**PURPOSES OF THE AREA 5**

- (1) The objects and purposes for which the Area was established are:
  - (a) improving, beautifying and maintaining property in the Area;
  - (b) developing, improving, and maintaining public parking; and
  - (c) promoting the Area as a business or shopping district.
- (2) The Association will carry out the objects 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.

**POWERS OF  
ASSOCIATION**

- 6 (1) Subject to the provisions of this bylaw and any other piece of applicable legislation, the 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 Association the power to borrow money or otherwise pledge its assets without the express direction of Council.

**DIRECTORS**

- 7 (1) The Board 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 individual shall be appointed as a Director unless that individual:
- (a) has been nominated in writing, submitted to the Board before close of nominations, for appointment as a Director, by any person 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 individual's appointment.
- (4) A majority of existing, appointed members constitutes quorum.
- (5) Each Director of the Board shall remain in office until:
- (a) the Director resigns;
  - (b) the revocation of the Director's appointment by Council following the recommendation of the Board; or
  - (c) 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.
- 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.
- PROCEDURES FOR THE BOARD**      9      (1) The Board shall manage the business and affairs of the 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 individual is to hold office.
- (4) 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) The Board may delegate any of the Board's powers to a committee or committees consisting of one or more Directors.
- FINANCIAL MATTERS**      10      (1) The financial year of the Association is the calendar year.
- (2) The Board may appoint such officers of the 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 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 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 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 Association.
- (7) The books of account of the 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 Association or to Council require that person to do so, shall have any right to inspect any account or book or document of the 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 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 all businesses within the Area 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  
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 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) 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, a 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.

**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 audited financial statement of the Association comprised of an income and expenditure account and a balance sheet.
- (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  
REPORTING**

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

<b>TRANSITION</b>	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.
<b>REPEAL</b>	16	Bylaw 10919, The Crossroads Business Improvement Area Bylaw, is repealed.

Read a first time

Read a second time

Read a third time

SIGNED AND PASSED

THE CITY OF EDMONTON

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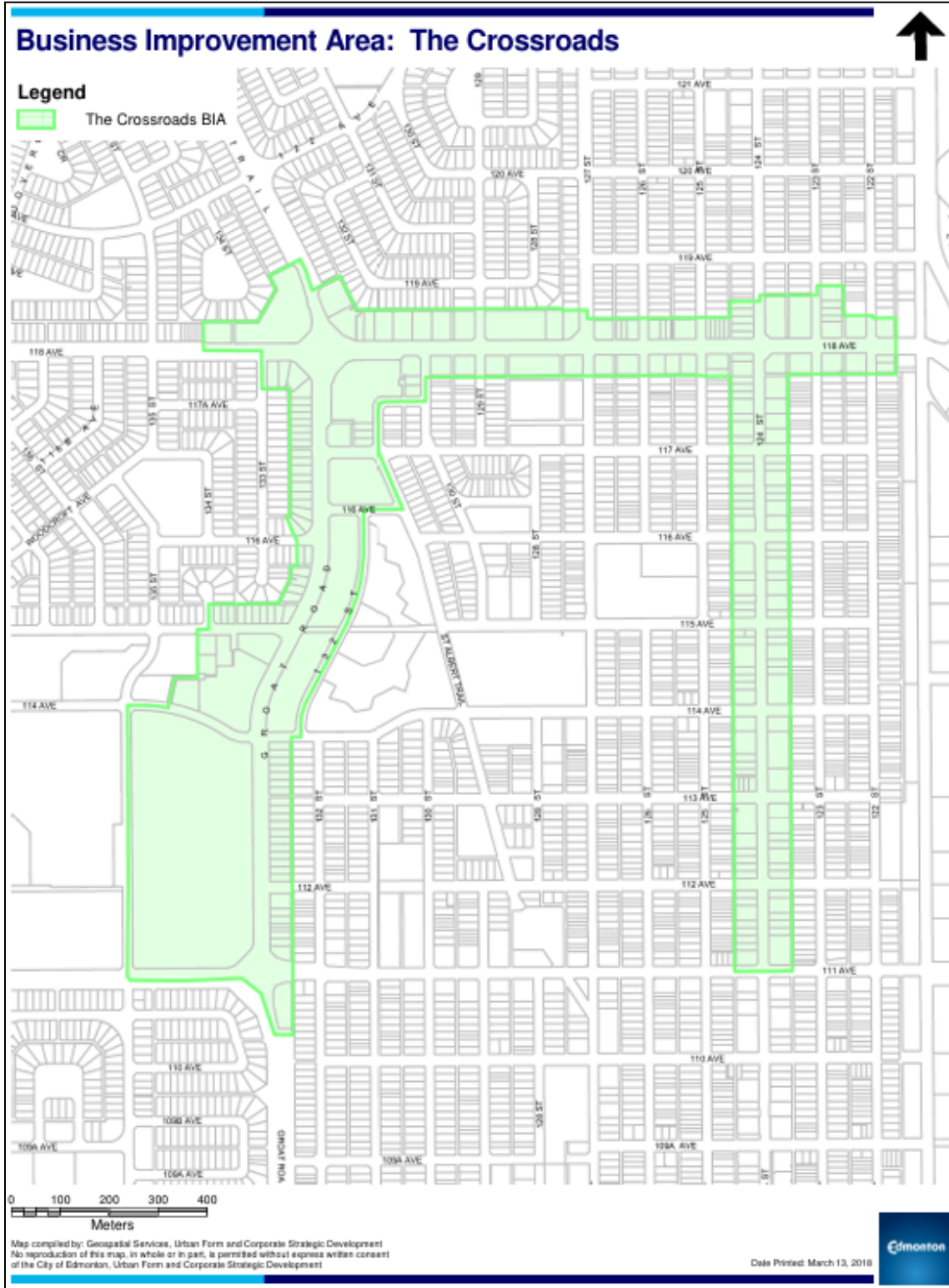
MAYOR

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CITY CLERK

# APPENDIX "A"

## THE CROSSROADS BUSINESS IMPROVEMENT AREA BOUNDARY MAP



## APPENDIX “B”

### BOUNDARIES OF THE CROSSROADS BUSINESS IMPROVEMENT AREA

The Crossroads Business Improvement Area shall consist of all properties within the boundaries as illustrated in Appendix A. Such boundaries shall be described as follows:

On the North:

Originating from the intersection of 118 AVENUE and 133 St, west along the north side of 118 AVENUE to the southwest corner of 13410 - 118 AVENUE NW, Lot 65, Block 1, Plan 2436KS, North, then east around the border of 13410-118 AVENUE NW, Lot 65, Block 1, Plan 2436KS to the northeast point of the lot, East to the northern point of 13202-118 AVENUE NW, Lots 58U/54/57U/55U/56U, Block 1, Plan 1464KS, Southeast along the west lane of ST. ALBERT TRAIL, crossing to the northern point of 13160 - 118 AVENUE NW, Lot 59A, Block 17, Plan 8722241, Southeast along the northeast border of 13160-118 AVENUE NW, Lot 59A, Block 17, Plan 8722241, until the roadway turns east, East until 127 STREET NW, South on 127 STREET NW to the northwest corner of 12620 - 118 AVENUE NW, Lots 20/18/19, Block 6, Plan 1025HW, East to the northeast corner of 12418 - 118 AVENUE NW, Lot E, Block 4, Plan 4865CL, North to the northwest corner of 11824 124 STREET NW, Lot 5, Block 4, Plan RN64, East, then slightly north, to the northwest corner of 12320 118 A VENUE NW, Lot C, Block 3, Plan 2870KS, East to the western border of 11831 - 123 STREET NW, Lots 14/15, Block 2, Plan RN64, From the northwest corner, then across the northern border of 11831 - 123 STREET NW, Lots 14/15, Block 2, Plan RN64, At the northeast corner of 11831 - 123 STREET NW, Lots 14/15, Block 2, Plan RN64, south until the southeast corner of 11817 - 123 STREET NW, Lot 17, Block 2, Plan RN64, East until reaching the northeast corner of 12208 118 AVENUE NW, LOT 3A, Block 2, Plan 9123216, East across 122 STREET, then south, along the east side of 122 STREET, then East until the northeast corner of 12120 - 118 AVENUE NW, Lot 22 Block 1, Plan 8721735.

On the East:

South, crossing 118 AVENUE NW, stopping on the southeast corner of 11745 -122 STREET NW, Lots 16/17, Block 37, Plan RN46, West, crossing 122 STREET and 123 STREET, stopping at the southeast corner 11743 - 124 STREET NW, Lot 12, Block 39, Plan 4128HW, South until reaching the north lane of 111 AVENUE, West on the north lane of 111 AVENUE until reaching the southwest corner of 12408 - 111 AVENUE NW, Lots<sup>1/2</sup>, Block 4, Plan 253 IAB, North until reaching the southeast corner of 11749- 125 STREET NW, Lot 17, Block 40, Plan RN46, West until reaching the west lane of 130 STREET NW, South until reaching the north lane of 117A AVENUE NW, West until reaching the west lane of 131 STREET NW, South until reaching the

north lane of 116 AVENUE NW, West until reaching the west lane of 132 St, South until reaching the north lane of 114 Ave NW, South, crossing 114 Ave NW, until reaching the northeast corner of 13215 - 114 AVENUE NW, Lot 14, Block 26, Plan 5025HW.

On the South:

South, crossing 112 Ave NW and 111 Ave NW, until reaching the southeast corner of 11029 - GROAT ROAD NW, Lot 14, Block 29, Plan 0121742, then west along the border of the lot to the east lane of Groat Road, North to the intersection of Groat Road and 111 Ave NW, West on the north lane of 111 Ave to the east lane of 135 St NW,

On the West:

North to the north lane of 114 Ave NW, East until reaching the southeast corner of 13450C - 114 AVENUE NW, North then East to the northeast corner of 13450C- 114 AVENUE NW, East along the southeast property boundary of 11445 - 135 STREET NW, Lot 4, Block 19, Plan 6244MC, to the southeast corner of the property, North along the east boundary of 11445 - 135 STREET NW, Lot 4, Block 19, Plan 6244MC, 36. North crossing to the north lane of 115 Ave, East along the southern property boundary of 11504 - 134 STREET NW, Lot 19, Block 1, Plan 5469HW then north along the eastern boundary of said property, East crossing 134 St to the northwest corner of 13216 - 115 A VENUE NW, Lot 2, Block 1, Plan 5469HW, Northeast to the northwest corner of 1520- GROAT ROAD NW, Lot 54, Block 1, Plan 5469HW, East along the laneway to the southwest corner of 13215 - 116 A VENUE NW, Lot 52, Block 1, Plan 5469HW, North along the west property boundary and across 116 Ave NW to the southwest corner of 13218- 116 AVENUE NW, Lot 22, Block 2, Plan 5995HW, North to the northwest corner of 13218- 116 AVENUE NW, Lot 22, Block 2, Plan 5995HW, East to the northeast corner of 13218 - 116 AVENUE NW, Lot 22, Block 2, Plan 5995HW, North to 11746 - GROAT ROAD NW, Lot IA, Block 2, Plan 4466KS, and Lot IB, Block 2, Plan 4466KS, West to the east lane of 133 St NW, North to the intersection of 118 Ave and 133 St NW.