

To: **COUNCIL**

Meeting Date: **10/05/21**

Subject: **Appointment of New Members, Hespeler Village Business Improvement Area (BIA)**

Submitted By: **Trevor McWilliams, Acting Director of Economic Development**

Prepared By: **Laura Pearce, Senior Economic Development Officer**

Report No.: **21-276(CRE)**

File No.: **C1101**

Recommendation(s)

THAT Report 21-276(CRE), re: Appointment of New Members, Hespeler Village Business Improvement Area (BIA) be received;

AND THAT based on the recommendation from the Hespeler Village BIA, Cambridge Council appoint the following persons to the Hespeler Village BIA Board of Management:

1. Cindy Avila: Art-z Gal's Interiors, 7 Queen Street East
2. Jay Brown: Press Play Games, 39 Queen Street East
3. Tara O'Donnell: Desjardin Insurance, 27 Queen Street East

Executive Summary

Purpose

- To appoint Cindy Avila, Jay Brown and Tara O'Donnell to the Hespeler Village Business Improvement Area Board of Managers.

Key Findings

- Each BIA holds an election for appointment to the Board of Management at their Annual General Meeting (AGM) along with other meetings during the year as required to fill vacant positions from resignations.

- Initially the Hespeler BIA Board had 2 vacancies on the board of Management for the remainder of the term which concludes October 2022. On September 8, 2021 the Board was advised of a third nomination leaving 3 vacancies on the Board.
- As a result of the 2 vacancies on August 13, 2021 a call for nominations for the two positions began and concluded on Thursday September 2, 2021 resulting in 3 nominations being received.
- At the September 8, 2021 AGM, an election was not required and all three nominees as listed above were acclaimed.
- Council approval is required to accept the appointments of the new members.

Financial Implications

- There are no financial implications.

Background

Section 204 (1) of the *Municipal Act*, 2001 as amended, provided that a local municipality may designate an area as an improvement area and may 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. As Such, the City has approved by-law 114-06 to establish and regulate the “Board of Management” for the Hespeler Village Business Improvement Area.

Subsection 204 (4) of the *Municipal Act*, 2001, as amended, indicated that members of an improvement area must be a commercial property owner or commercial property tenant within the BIA area as designated by by-law.

Analysis

Strategic Alignment

PEOPLE To actively engage, inform and create opportunities for people to participate in community building – making Cambridge a better place to live, work, play and learn for all.

Goal #6 - Economic Development and Tourism

Objective 6.2 Promote vibrant and inviting downtown cores by encouraging partnerships and creating a wide range of unique, exciting destinations and activities.

Supporting the Hespeler Village BIA encourages Economic Development and Tourism within the Core Areas of Cambridge.

Comments

On occasion, a member of the board may resign during the term. As a result, the Board of Managers request members to put their names forward to serve on the Board of Management. In this case, two board members resigned and a call for nominations for the two positions began on Friday August 13, 2021 and concluded on Thursday September 2, 2021. Nomination requests for the Board of Management were circulated to the membership via email and a paper ballot was delivered to all properties within the BIA area. Nominations were received via email to the Hespeler BIA Board general email address or in-person to the Service Cambridge desk located at City Hall.

The nomination period resulted in three nominations. Since the closing of the nomination period an additional board member resigned. As a result of this, the board had a total of three vacancies, which means that an election was no longer required and the three nominees were acclaimed to the Board.

For council's information, with the appointment of Cindy Avila, Jay Brown and Tara O'Donnell the current Hespeler Village BIA Board of Management for 2021 consists of the following members:

1. Clifford Vanclief, Chair, Business Owner
2. Cory De Villiers, Vice Chair, Business Owner
3. Kenn Norman, Treasurer, Business Owner
4. Cindy Avila, Business Owner
5. Jay Brown, Business Owner
6. Tara O'Donnell, Business Owner
7. Khalid Zaffar, Business Owner
8. Val L'Abbe, Business Owner
9. Councillor Mike Devine, Council Representative

Being a member of the Board of Management of a BIA is time consuming and challenging considering it is a volunteer position, the City thanks these dedicated individuals for their hard work and passion. The appointment of members adheres to by-law 21-016, and fulfills the regulations of the Municipal Act, 2001, as amended.

Existing Policy/By-Law

By-law 21-016 is a by-law of the Corporation to provide for the establishment and regulation of a “Board of Management” for the Hespeler Village Business Improvement Area.

Financial Impact

There is no financial impact.

Public Input

Posted publicly as part of the report process.

Internal/External Consultation

There was no internal/external consultation undertaken.

Conclusion

The *Municipal Act*, 2001, as amended, authorizes a municipality to designate an area as an improvement area and establish a Board of Management, with eligible members being property owners or business owners within the designated area. The BIA holds annual elections for positions on the Board of Management as well as when required due to vacancies and provides recommendations to Council for approval. Council approval is required to bind the appointments. Staff recommends appointing Cindy Avila, Jay Brown and Tara O'Donnell to the Hespeler Village BIA Board of Management.

Signature

Division Approval



Name: Trevor McWilliams

Title: Acting Director of Economic Development

Reviewed by the CFO

Reviewed by Legal Services

Departmental Approval

Name: Cheryl Zahnleiter

Title: Deputy City Manager – Corporate Enterprise

City Manager Approval

A handwritten signature in black ink, appearing to read "C. Zahnleiter".

Name: Cheryl Zahnleiter

Title: Acting City Manager

Attachments

- n/a