



SUBJECT: Aldershot BIA Member Appointments

TO: Mayor and Members of Council

FROM: Office of the City Clerk

Report Number: CL-24-22

Wards Affected: Not applicable

File Numbers: 125-01

Date to Committee: Not applicable

Date to Council: June 21, 2022

Recommendation:

Confirm the following appointments to the Aldershot Business Improvement Board of Management for a term to expire on November 14, 2022 or upon appointment of their successors;

- Sonia Pagliuso,
- Mariam Mulkewich,
- Dr. Kiara Galbreath,
- Dr. Karen Lee
- Allen Teska

Appoint Leslie Bullock to the Aldershot Business Improvement Board of Management for a term to expire on November 14, 2022, or upon appointment of their successor.

PURPOSE:

To confirm board appointments to the Aldershot BIA, and to approve of one new member to the BIA.

Vision to Focus Alignment:

- Building more citizen engagement, community health and culture

Background and Discussion:

The Aldershot Business Improvement Area (BIA) was established by Burlington Council in 2004 to oversee the improvement, beautification and maintenance of municipally owned land, buildings and structures within its designated boundaries. By-law 13-2004 gave authority to elect a seven member Board of Management (Board), which was eventually amended to eleven members in 2010 by way of by-law 102-2010:

“The Board shall consist of eleven board members, all of whom are appointed by Council, of which one shall be a member of Council, and the remaining ten members shall be:

- (a) Persons who, on the last returned assessment roll, are assessed with respect to rateable property in the area that is in a prescribed business property class; or
- (b) A tenant of such rateable property who, by the terms of their lease is required to pay all or part of the taxes on the property; and
- (c) Who have been nominated by a vote of the membership consisting of persons described in Subsection 4(a) or (b).”

The *Municipal Act*, 2001 contains specific rules for Business Improvement Areas. Regarding the composition of a BIA board, section 204 (3) states that anyone selected by the BIA for the Board must be appointed by the municipality:

“Composition

- (3) A board of management shall be composed of,
 - (a) one or more directors appointed directly by the municipality; and
 - (b) the remaining directors selected by a vote of the membership of the improvement area and appointed by the municipality. 2001, c. 25, s. 204 (3).”

In May 2022, Staff were made aware of a new Board appointment by the Aldershot BIA. Upon review of past reports, it was discovered that the current roster of Aldershot BIA Board members was not confirmed by Council this term. Therefore, staff are bringing forward the appointments to be confirmed by Council, this will bring the Aldershot BIA into compliance in accordance with the *Municipal Act* and their founding documents. Currently, the Aldershot BIA Board consists of seven members including Leslie Bullock, who was selected by the Board in May. The May BIA meeting minutes have been attached to this report as Appendix B

Council-appointed Member:

- Councillor Galbraith (2004 – present)

Existing Members:

- Sonia Pagliuso, Chair (2015 – present)
- Mariam Mulkewich, Vice Chair (2015 – present)
- Dr. Kiara Galbreath, Interim Treasurer (2004 – present)
- Dr. Karen Lee (2019 – present)
- Allen Teska (February 2022 – present)

New Member (May 2022)

- Leslie Bullock

Changes to BIA Board membership are communicated by the BIA to the Office of the City Clerk for Council endorsement. Staff have reached out to the Aldershot BIA to reestablish a connection and to ensure that future appointments are communicated promptly to conform with the *Municipal Act*.

The current term of the Aldershot BIA Board runs concurrent with the term of Council, ending on November 14, 2022. At that time a new Board will need to be appointed by the Aldershot BIA and Council. Clerks staff will continue to work with the Aldershot BIA to ensure that all Board appointments are submitted to Council in timely manner going forward.

Financial Matters:

Not applicable

Climate Implications

Not applicable

Engagement Matters:

The Board appointments have been formalized by the BIA and require Council endorsement. Once the members have been approved by Council, staff will formally advise the BIA. Any further communication or engagement is the responsibility of the BIA.

Conclusion:

Appointing the members of the Aldershot BIA Board of Management will ensure that the BIA and municipality are in compliance with the Municipal Act, 2001. Staff will continue to work with the Aldershot BIA to ensure that members are appointed promptly going forward.

Respectfully submitted,

Samantha Yew

Manager of Committee Services/Deputy City Clerk

905-335-7600 ext. 7490

Appendices:

- A. Letter from Aldershot BIA regarding appointment
- B. May 12, 2022 Aldershot BIA meeting minutes

Report Approval:

All reports are reviewed and/or approved by Department Director, the Chief Financial Officer and the Executive Director of Legal Services & Corporation Counsel.