

Municipality of Lakeshore – Report to Council

Strategic & Legal Affairs

Civic Affairs



To: Mayor & Members of Council

From: Brianna Coughlin, Division Leader – Civic Affairs

Date: January 4, 2023

Subject: Appointments to the Business Improvement Area Board of Management

Recommendation

The following individuals are appointed Business Improvement Area Board of Management for the term of Council or until their successors are appointed and subject to each person maintaining eligibility:

Jay Coulter,
Ryley Gwilliam,
Moe Mailloux,
Charlie Maitre,
Kristy Osborne,
Lynn Pike,
Sarah Regan,
Tina Roy,
Cole Rymerson,
Shawn Sauve, and
Travis Turkington.

Background

Section 204 of the *Municipal Act, 2001* provides that municipalities may establish business improvement areas for the designate an area as an improvement area and may establish a board of management,

- a) 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
- b) to promote the area as a business or shopping area.

In 2007, Council approved By-law 94-2007 (Attachment A) which established the current business improvement area and the Board of Management. Section 3 of By-law 94-2007 establishes the composition of the Board and section 4 establishes the term of office for Board members:

3. The Board shall consist of no less than seven members, at least one of whom shall be a member of Council and the remaining members shall be appointed by Council, based upon the recommendation of a majority of the members of the Area, and shall be persons qualified to be members of the Area, or nominees of Corporations qualified to be members of the Area as determined in accordance with Section 204 of the *Municipal Act, 2001*.
4. Each member of the Board shall hold a term concurrent to the term of Council, provided such persons continue to be qualified as provided in Section 3, above. Notwithstanding the foregoing each member of the Board shall continue to hold office until such time as their replacement is appointed.

For clarity, section 204 of the *Municipal Act, 2001* provides the following:

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.

Membership

- (4) Members of an improvement area consist of persons who are assessed, on the last returned assessment roll, with respect to rateable property in the area that is in a prescribed business property class and tenants of such property.

Comments

On December 5, 2022, Administration was advised that the following members were elected to serve as the Board of Directors, subject to Council approval:

Nominee	Business Name
Bailey, Jordan	Twenty Two Coffeehouse
Boudreau, Janis	Advanced Foot Care Nurse
Coulter, Jay	Coulter Software
Goulding, Stephanie	Rochester Place
Gwilliam, Ryley	BR Vape
Mailloux, Moe	Moe Mailloux Financial
Maitre, Charlie	Pawpular Paws
Osborne, Kristy	Shoppers Drug Mart
Pike, Lynn	Lynn Pike Fashion House

Regan, Sarah	Libro Credit Union
Roy, Tina	TRU Real Estate Group Ltd.
Rymerson, Cole	Tetreault Independent
Sauve, Shawn	Sauve's RONA Home Centre
Trepanier, Derek	Best Pest Management
Turkington, Travis	EC Computers

Administration confirmed that the following individuals are associate members to the BIA (located outside of the BIA boundaries) and therefore do not qualify as voting members as per section 204 of the *Municipal Act, 2001* or Board members as per section 3 of By-law 94-2007:

- Jordan Bailey
- Janis Boudreau
- Stephanie Goulding
- Derek Trepanier

Subsequent to this confirmation, the BIA Coordinator submitted a revised letter to be presented to Council, which has been included as Attachment B to this report. Administration has confirmed all nominees are owners or tenants of properties in the BIA area and may be appointed to serve on the Board of Management.

It is noted that, should Council wish to expand the BIA area, an amendment to By-law 94-2007 would be required and would involve a comprehensive public consultation process.

Financial Impacts

There are no financial impacts as a result of the appointment of the BIA Board of Management.

Attachments

Attachment A – By-law 94-2007, Being a By-law to Designate an Improvement Area within the Corporation of the Town of Lakeshore and to Establish a Board of Management for the Area

Attachment B – Letter of Request – Belle River BIA

Report Approval Details

Document Title:	Appointments to the Business Improvement Area Board of Management.docx
Attachments:	- Attachment A - By-law 94-2007 - BIA Expansion.pdf - Attachment B - BIA Letter to Council for BIA Board Elect.pdf
Final Approval Date:	Jan 5, 2023

This report and all of its attachments were approved and signed as outlined below:

Prepared by Brianna Coughlin

Submitted by Kristen Newman

Approved by Justin Rousseau and Truper McBride