

THE CORPORATION OF THE TOWN OF GEORGINA

REPORT NO. SI-2024-0011

**FOR THE CONSIDERATION OF
COUNCIL**

May 29, 2024

**SUBJECT: APPOINTMENTS TO THE BOARD OF MANAGEMENT AND APPROVAL
OF THE 2024 ANNUAL BUDGET FOR THE JACKSON'S POINT BUSINESS
IMPROVEMENT AREA**

1. RECOMMENDATION:

1. That Council receive Report No. SI-2024-0011 prepared by the Economic Development and Tourism Division, Strategic Initiatives Department dated May 29, 2024 respecting the appointments to the Board of Management and approval of the 2024 budget for the Jackson's Point Business Improvement Area.
2. That the following individuals be appointed to the vacancies on the Board of Management for the Jackson's Point Business Improvement Area for the remainder of the 2022-2026 Term of Council and that Council pass a by-law to give effect to these appointments:
STEVE JACOBSON
MEGHAN BOLD
HAMID SHARIFI
3. That Council approve the 2024 annual budget for the Jackson's Point Business Improvement Area as set out in Attachment 1.
4. That the by-law to levy a charge and provide for the collection of a supplemental tax levy for the Jackson's Point Business Improvement Area be adopted by Council.
5. That the by-law designating the Jackson's Point Business Improvement Area be amended to require that the Board of Management be comprised of a minimum of four (4) and maximum of seven (7) members.

2. PURPOSE:

The purpose of this report is to request Council's approval of appointments to the Board of Management for the Jackson's Point Business Improvement Area (BIA) for the remainder of the 2022-2026 term of Council. And, to request Council's approval of the 2024 budget and the levying of a charge on members of the Jackson's Point Business Area to support this budget. A minor amendment to the existing by-law governing the operation of the BIA has also been requested to establish that the Board

of Management may be comprised of a minimum of four (4) and a maximum of seven (7) board members.

3. BACKGROUND:

In accordance with Section 204 (3) of the Ontario Municipal Act, individuals elected to a Board of Management for a Business Improvement Area must be formally appointed by Town by-law.

The appointments as proposed are in accordance with the Town approved by-laws that mandate the composition of this Board. The term of office for the Board is consistent with that of Municipal Council.

In accordance with Section 204 (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)*

As noted above, the municipality may appoint non-members to the Board of Management. In addition, members may appoint non-members to represent their interests and these non-members may also be appointed to the Board of Management.

As indicated in Attachment 2, an individual who is a non-member has been selected at the AGM held on May 22, 2024 to fill a board position. However, as indicated in a letter of authorization, this individual is representing the interest of an eligible business owner.

Each year the BIA Board of Management prepares a proposed annual budget, reflecting the priorities and needs of the BIA as determined by the Board and membership. The Board holds one or more meetings of its members for discussion of their proposed budgets.

Upon receiving budget approval from their membership, the BIA Board, in accordance with Section 205 (2) of the Ontario Municipal Act, must submit their budgets to Municipal Council for final approval.

In accordance with Section 205 (2):

A board of management shall submit the budget to council by the date and in the form required by the municipality and the municipality may approve it in whole or in part but may not add expenditures to it.

The tax levy to support the budget is calculated as a percentage of the commercial value assessment for each individual property based on the values received from the

Municipal Property Assessment Corporation. However, in order to create an equitable contribution amount, a by-law to establish a minimum levy of \$250.00 and a maximum levy of \$600.00 for the Jackson's Point BIA has been approved by the membership and Council. The minimum and maximum levy has not changed since implementation.

4. ANALYSIS:

The appointment of individuals to fill vacancies on the Board of Management for the Jackson's Point BIA took place at their Annual General Meeting (AGM) held on May 22, 2024.

Each year the BIA Board of Management prepares a proposed annual budget which has now been approved by the membership and identifies projects which they believe can reasonably be accomplished during the balance of the year.

The Jackson's Point BIA budget was approved by the membership at their May 22, 2024 AGM.

Calculating the Levy

The tax levy required to support the BIA budget is calculated based on a percentage of the commercial value assessment for each individual property. Given that the total budget amount approved by the members for the BIA remains the same as in previous years, the levy applied to each property in 2024 will remain approximately the same.

Levy Collection

The implementation and the collection of the levy has been discussed with the Manager of Taxation and Revenue and will be collected through the tax billing process. Commercially assessed property owners within the boundaries of the BIA boundary will receive a supplemental tax bill and the BIA levy will be identified on the bill as a special charge.

5. RELATIONSHIP TO STRATEGIC PLAN:

Ensuring balanced growth

Diversifying local economy

Creating a vibrant, healthy, and safe community for all

6. FINANCIAL AND BUDGETARY IMPACT:

There is no direct impact on the Town's annual budget given that the BIA budget is supported by a levy imposed on the general membership of the BIA.

7. PUBLIC CONSULTATION AND NOTICE REQUIREMENTS:

There is no requirement for public notification of this report. However, notification to all commercial property owners and their tenants in the defined Jackson's Point BIA informing them of the date of the annual general meeting wherein the budgets were approved and Board of Management elected, was provided by mail. The BIA also contacted their members via email. The Jackson's Point BIA Board have been apprised of this report.

8. CONCLUSION:

This report seeks Council's appointment of individuals to the Board of Management for the Jackson's Point BIA for the remainder of the 2022-2026 Term of Council. The report also recommends Council approval of the 2024 proposed budget for the Jackson's Point BIA, collection of the special tax levy and amending the number of members that are required to constitute the Board of Management.

APPROVALS

Prepared By:	Julie Cain Partnership and Downtown Coordinator
Reviewed By:	Karyn Stone Manager of Economic Development and Tourism
Recommended By:	Shawn Nastke Director of Strategic Initiatives
Approved By:	Ryan Cronsberry Chief Administrative Officer

Attachments:

Attachment 1: 2024 Jackson's Point proposed budget

Attachment 2: Property representation letter – Steve Jacobson