

Staff Report



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| To | City Council |
| Service Area | Corporate Services |
| Date | Monday, October 25, 2021 |
| Subject | Council Appointment to Downtown Guelph Business Association Board of Management, Board of Directors |

Recommendation

1. That Councillor Dan Gibson’s appointment to the Downtown Guelph Business Association Board of Management, Board of Directors be revoked.
 2. That Council approve a By-law to amend section 6.2 of the City’s Downtown Business Improvement Area Board of Management By-law, being By-law Number (2014)-19694.
 3. That Councillor _____ be appointed to the Downtown Guelph Business Association Board of Management, Board of Directors for a term ending November 15, 2022.
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Executive Summary

Purpose of Report

To appoint a member of Council to the Downtown Guelph Business Association Board of Management, Board of Directors (DGBA).

Key Findings

As stipulated in the City’s Procedural By-law, appointments of Council members shall be made to committees, local boards, agencies, commissions and associations.

The City Clerk’s Office was notified of Councillor Gibson’s wish to step down from his appointment to the DGBA and to allow another member of Council to sit in his place. Previously, Councillor Gibson had been appointed by City Council to serve on the DGBA for a term ending November 15, 2022.

As a result, a vacancy on the DGBA for the remainder of the 2018-2022 term of City Council has been created.

Appointments are made by City Council in accordance with section 6.2 of the City’s Downtown Business Improvement Area Board of Management By-law being By-law Number (2014)-19694 (the By-Law). On [November 23, 2020](#), Council directed staff to amend section 6.2 of the By-law. Staff have provided an amending By-law for Council’s approval prior to Council’s appointment to the DGBA vacancy.

Financial Implications

None.

Report

Background

On [December 10, 2018](#) members of Council were appointed to various committees, local boards, agencies, commissions and associations. Since that time, Councillor Gibson has requested to step down from his appointment to the Downtown Guelph Business Association Board of Directors.

On [November 23, 2020](#), Council directed staff to amend section 6.2 of the By-law to include the mandatory appointment of one councillor elected from Wards one, two or three and one councillor elected from Wards four, five or six to the DGBA.

On [December 10, 2018](#), Ward four councillor, Councillor Caron, was appointed to the DGBA. Councillors from Wards one, two or three are eligible for appointment to the vacant DGBA position.

A By-law to amend section 6.2 of the By-Law, is included as Attachment-1. The amending By-law requires Council approval prior to any further Council appointments to the DGBA.

Appointment Process

On November 23, 2020, Council approved the [City Council Appointment Procedures](#), which sets out procedures for the appointment of members of Council to various committees, local boards, agencies, commissions and associations.

In advance of the meeting on October 25, 2021, members of Council from Wards one, two and three were requested to advise of their interest in the DGBA vacancy to the City Clerk. The names of those interested will be shared with City Council, including the Mayor as meeting chair, for the appointment process.

Appointments

The term of office for the DGBA has been recommended as noted below and based upon applicable legislation, by-laws or policies.

Please note that all meeting times and days are subject to change.

Downtown Guelph Business Association Board of Directors

Meetings: the third Tuesday of every month

The role of the [Downtown Guelph Business Association Board of Management](#) is to ensure that downtown is a vibrant urban centre for the community and remains the community's civic, cultural, social and economic centre. It also improves business through the creation of a unique environment downtown and the promotion and advertising of the varied businesses.

Board Composition

As amended, section 6.2 of the By-law sets out the composition of the Board of Management to consist of 12 members as follows:

- a. four directors appointed by Council, as follows:
 - i. Two members of Council, one of which represents Wards one, two or three and the other which represents Wards four, five or six; and,
 - ii. A representative of each of the two members of the Downtown Business Improvement Area who are the property owners assessed the highest

- levy on an individual rateable property in the Downtown Business Improvement Area; and,
- b. The remaining eight directors selected by a vote of the members and appointed by Council with a minimum of six of such directors to be members or a representative of a corporate member nominated in accordance with subsection 5.2. of By-law (2014)-19694.

The liaison is the Executive Director, Downtown Guelph Business Association.

Financial Implications

None.

Consultations

None.

Strategic Plan Alignment

This report supports the Strategic Plan – Working Together for our Future priority, by improving how the City communicates with residents and delivers services.

In addition, local boards are an important community engagement tool. Ensuring that public appointments are made to these groups enables them to continue their work.

Attachments

None.

Departmental Approval

Dylan McMahon, Manager, Legislative Services/Deputy City Clerk

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