



City of North Bay Report to Council

Report No: CSBU-2023-021

Date: February 15, 2023

Originator: Beverley Hillier

Business Unit:

Department:

Community Services

Planning & Building Department

Subject: Request from Downtown North Bay re: Alternate Board Member
Appointment

Closed Session: yes ☐ no ☒

Recommendation

That:

- 1) Council authorizes an amendment to By-Law 144-77, as amended, being a By-Law to designate an Improvement Area, to be known as the Downtown Improvement Area and to establish a Board of Management therefore, as set out in Report to Council CSBU 2023-21 dated February 15, 2023 by Beverley Hillier; and
- 2) the amending By-Law be brought forward to the regular Council meeting on February 28, 2023.

Background

The Downtown Improvement Area passed a resolution at their Board Meeting on February 3, 2023, requesting an amendment to By-Law 2002-28, which By-Law amended By-Law 144-77, to permit the appointment of an 'alternate' Board Member (Director) to be appointed to the Board of Management.

The Downtown Improvement Area has indicated that the Alternate Board Member would be expected to attend all Board meetings and would only vote in the event that another Director is not present. Should a Director step down, the Board Alternate would automatically take their place on the Board.

By-Law 2002-28, states the following:

- "5.(1) The Board of Management shall consist of nine (9) members, not more than two (2) of whom shall be members of the Municipal Council and not fewer than seven (7) of whom shall be qualified

according to paragraph 2.”

It is being recommended that Section 5 of By-Law 2022-28, be amended as follows:

- “5.(5) An alternate Board Member be appointed to Board of Management and shall:
- (i) must be qualified as set out in paragraph 5(2) of By-Law 2022-28;
 - (ii) attend all meeting of the Board of Management; and
 - (iii) may only vote on an item when quorum is not present.

In order to change the Membership on the Board of Management for the Downtown Improvement Area, Council would be required to Amend By-Law 2022-28, as amended.

Financial/Legal Implications

None.

Corporate Strategic Plan

- | | |
|---|--|
| <input type="checkbox"/> Natural North and Near | <input type="checkbox"/> Economic Prosperity |
| <input type="checkbox"/> Affordable Balanced Growth | <input type="checkbox"/> Spirited Safe Community |
| <input checked="" type="checkbox"/> Responsible and Responsive Government | |

Specific Objectives

- Ensure continuous improvement of governance and administration
- Work with partners and stakeholders to identify and find solutions to streamline processes and remove barriers

Options Analysis

Option 1:

That:

- 1) Council authorizes an amendment to By-Law 144-77, as amended, being a By-Law to designate an Improvement Area, to be known as the Downtown Improvement Area and to establish a Board of Management therefore, as set out in Report to Council CSBU 2023-21 dated February 15, 2023 by Beverley Hillier; and
- 2) the amending By-Law be brought forward to the regular Council meeting on February 28, 2023.

Option 2:

That City Council not authorize an amendment to By-Law 144-77, as amended, to permit the appointment of a Alternate Board Member to the Downtown Improvement Area Board of Management.

Recommended Option

Option 1 is the recommended option.

That:

- 1) Council authorizes an amendment to By-Law 144-77, as amended, being a By-Law to designate an Improvement Area, to be known as the Downtown Improvement Area and to establish a Board of Management therefore, as set out in Report to Council CSBU 2023-21 dated February 15, 2023 by Beverley Hillier; and
 - 2) the amending By-Law be brought forward to the regular Council meeting on February 28, 2023.
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Respectfully submitted,

Name: Beverley Hillier, MCIP, RPP

Title: Manager, Planning & Building Services

I concur with this report and recommendation

Name Ian Kilgour, MCIP, RPP

Title: Director, Community Services

Name John Severino, P.Eng., MBA

Title: Interim Chief Administrative Officer

Personnel designated for continuance:

Beverley Hillier, MCIP, RPP

Manager, Planning & Building Services