

**Comparison – Existing Business Improvement District Bylaws and
Proposed New Consolidated Business Improvement District Bylaw**

June 2022

New Bylaw Provision	Old Bylaw Provisions	Explanation
<p>Definitions 2. In this Bylaw: (a) “board” means a board of management established pursuant to section 6; (b) “district” means an area designated as a business improvement district pursuant to section 4; (c) “member business” means a business in the district that pays the levy mentioned in section 24.</p>	<p>Only Bylaw No. 9235, <i>The 33rd Street Business Improvement District Bylaw, 2014</i> has a definitions section, the other original BID Bylaws do not.</p>	<p>This is a new section. The addition of definitions within a bylaw provide clarity to the reader in interpreting the meaning of the bylaw. Including definitions is a common practice for writing legislation. The definitions contained in the new proposed Bylaw mirror what is in Bylaw 9235 except for an addition of the definition of member business.</p>
<p>Purpose 3. The purpose of this Bylaw, pursuant to section 25 of <i>The Cities Act</i>, is to: (a) establish districts and designate the area for each district; (b) establish a board for each district; (c) describe the purposes of districts; (d) describe the powers and obligations of boards; and (e) identify procedures for the establishment and disestablishment of districts and the alteration of district boundaries.</p>	<p><u><i>Bylaw No. 6710, The Downtown Business Improvement District Bylaw, 1986</i></u> Purpose 1.1. The purpose of this Bylaw is to designate an area of the downtown of the City of Saskatoon as a business improvement district under <i>The Cities Act</i>, S.S. 2002, c. C-11.1, s. 25, and to establish a board of management for the business improvement district.</p> <p><u><i>Bylaw No. 6731, The Broadway Business Improvement District Bylaw, 1986</i></u> Purpose 1.1. The purpose of this Bylaw is to designate an area spanning Broadway Avenue from Saskatchewan Crescent to</p>	<p>BIDs are established by City Council in accordance with section 25 of <i>The Cities Act</i>. The Purpose section in the new proposed Bylaw better aligns with the current language in <i>The Cities Act</i> and clearly outlines why City Council is passing this Bylaw.</p>

8th Street of the City of Saskatoon as a business improvement district under *The Cities Act*, S.S. 2002, c. C-11.1, s.25, and to establish a board of management for the business improvement district.

Bylaw No. 7092, *The Riversdale Business Improvement District Bylaw*
Does not contain a “purpose of this bylaw” section.

Bylaw No. 7891, *The Sutherland Business Improvement District Bylaw, 1999*

Purpose

2. The purpose of this Bylaw is to designate an area in the Sutherland neighbourhood of The City of Saskatoon as a business improvement district under *The Cities Act*, S.S. 2002, c. C-11.1, and to establish a board of management for the business improvement district.

Bylaw No. 9235, *The 33rd Street Business Improvement District Bylaw, 2014*

Purpose

2. The purpose of this Bylaw is to designate an area spanning 33rd Street from Alberta Avenue to Avenue G of the City of Saskatoon as a business improvement district under *The Cities Act*, S.S. 2002, c. C-11.1, s. 25, and to establish a board of management for the business improvement district.

<p>Designation of Districts</p> <p>4. The areas comprised of the land shown in bold outline on the location plans set out in the following schedules are designated as the following districts:</p> <ul style="list-style-type: none">(a) Schedule “A” – 33rd Street Business Improvement District;(b) Schedule “B” – Broadway Business Improvement District;(c) Schedule “C” – Downtown Business Improvement District;(d) Schedule “D” – Riversdale Business Improvement District;(e) Schedule “E” – Sutherland Business Improvement District.	<p><u>Bylaw No. 6710, <i>The Downtown Business Improvement District Bylaw, 1986</i></u> Establishment of Business Improvement District</p> <p>1.2. The area comprised of the land described in Schedule “A” and shown in bold outline on the plan in Schedule “B” is designated as the Downtown Business Improvement District (hereinafter called the “District”).</p> <p><u>Bylaw No. 6731, <i>The Broadway Business Improvement District Bylaw, 1986</i></u> Establishment of Business Improvement District</p> <p>1.2. The area comprised of the land described in Schedule “A” and shown in bold outline on the plan in Schedule “B” is designated as the Broadway Business Improvement District (hereinafter called the “District”).</p> <p><u>Bylaw No. 7092, <i>The Riversdale Business Improvement District Bylaw</i></u> Creation of Riversdale Business Improvement District</p> <p>1.3. The area comprised of the land described in Schedule “A” and shown in bold outline on the plan in Schedule “B” is encompassed as the Riversdale Business Improvement District (hereinafter called the “District”).</p>	<p>This is essentially the same language and these are the same schedules contained in each of the old Bylaws. This new section simply combines all of these similar provisions from the old Bylaws into a single section.</p>
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	<p><u>Bylaw No. 7891, The Sutherland Business Improvement District Bylaw, 1999</u> Establishment of Business Improvement District 4. The area comprised of the land shown in bold outline on the Location Plan attached and marked as Schedule “A” to this Bylaw is hereby designated as the Sutherland Business Improvement District.</p> <p><u>Bylaw No. 9235, The 33rd Street Business Improvement District Bylaw, 2014</u> Establishment of Business Improvement District 4. The area comprised of the land shown in bold outline on the Location Plan attached and marked as Schedule “A” to this Bylaw is hereby designated as the 33rd Street Business Improvement District.</p>	
<p>Purpose of Districts 5. The purpose for which districts are established is to:</p> <ul style="list-style-type: none"> (a) improve, beautify and maintain publicly owned lands, buildings and structures in the district, in addition to any improvement, beautification or maintenance that is provided by the City; (b) acquire, by purchase, lease or otherwise, any land or building necessary for any purpose mentioned in this section and improve, beautify, 	<p><u>Bylaw No. 6710, The Downtown Business Improvement District Bylaw, 1986</u> Powers of the Board 3. Subject to any limitations in this Bylaw, the Board may:</p> <ul style="list-style-type: none"> (a) improve, beautify and maintain publicly-owned lands, buildings and structures in the District, in addition to any improvement, beautification or maintenance that is provided at the expense of the city at large; (b) acquire, by purchase, lease or otherwise, any land and buildings 	<p>This is similar language to what existed in the old Bylaws. Rather than have this outlined as “Powers of the Board” it is instead describing why the BIDs exist. This language is consistent with subsection 25(1)(a) of <i>The Cities Act</i>.</p>

<p>maintain or dispose of that land or building;</p> <p>(c) promote the district as a business or shopping area;</p> <p>(d) undertake improvement and maintenance of any land for use as parking and dispose of that land by sale, lease, exchange or otherwise for public or private redevelopment for commercial purposes at a price not less than its fair market value; and</p> <p>(e) conduct any studies or prepare any designs that may be necessary for any purpose mentioned in this section.</p>	<p>necessary for its purposes and improve, beautify, maintain or dispose of that land and buildings;</p> <p>(c) promote the District as a business or shopping area;</p> <p>(d) undertake improvement and maintenance of any land for use as parking and may subsequently dispose of that land by sale, lease, exchange or otherwise for public or private redevelopment for commercial purposes at a price not less than its fair market value; and</p> <p>(e) conduct any studies or prepare any designs that may be necessary for the purposes of this section.</p> <p><u>Bylaw No. 6731, <i>The Broadway Business Improvement District Bylaw, 1986</i></u></p> <p>Powers of the Board</p> <p>3. Subject to any limitations in this Bylaw, the Board may:</p> <p>(a) improve, beautify and maintain publicly-owned lands, buildings and structures in the District, in addition to any improvement, beautification or maintenance that is provided at the expense of the city at large;</p> <p>(b) acquire, by purchase, lease or otherwise, any land and buildings necessary for its purposes and improve, beautify, maintain or dispose of that land and buildings;</p> <p>(c) promote the District as a business or shopping area;</p>	
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(d) undertake improvement and maintenance of any land for use as parking and may subsequently dispose of that land by sale, lease, exchange or otherwise for public or private redevelopment for commercial purposes at a price not less than its fair market value; and
 (e) conduct any studies or prepare any designs that may be necessary for the purposes of this section.

Bylaw No. 7092, The Riversdale
 Business Improvement District Bylaw

Purpose

1.2. The purposes for which the Riversdale Business Improvement District is created are:

- (a) to improve, beautify and maintain publicly-owned lands, buildings and structures in the business improvement district, in addition to any improvement, beautification or maintenance that is provided at the expense of The City of Saskatoon at large;
- (b) to acquire, by purchase, lease or otherwise, any land and buildings necessary for its purposes and improve, beautify, maintain or dispose of that land and buildings;
- (c) to promote the business improvement district as a business and shopping area;

(d) to undertake improvement and maintenance of any land for use as parking and may subsequently dispose of that land by sale, lease, exchange or otherwise for public or private redevelopment for commercial purposes at a price not less than its fair market value; and
 (e) to conduct studies or prepare any designs that may be necessary for these purposes.

Bylaw No. 7891, *The Sutherland Business Improvement District Bylaw, 1999*

Powers of Board

6. Subject to any limitations in this Bylaw, the board may:

- (a) improve, beautify and maintain publicly-owned lands, buildings and structures in the district, in addition to any improvement, beautification or maintenance that is provided at the expense of the city at large;
- (b) acquire, by purchase, lease or otherwise, any land and buildings necessary for its purposes and improve, beautify, maintain or dispose of that land and buildings;
- (c) promote the district as a business and shopping area;
- (d) undertake improvement and maintenance of any land for use as parking and may subsequently dispose of that land by sale, lease, exchange or otherwise for public or

private redevelopment for commercial purposes at a price not less than its fair market value; and
 (e) conduct any studies or prepare any designs that may be necessary for the purposes of this section.

Bylaw No. 9235, The 33rd Street Business Improvement District Bylaw, 2014

Powers of the Board

6. The board has all of the following powers, subject to limitations set out under this Bylaw:

- (a) improve, beautify and maintain publicly-owned lands, buildings and structures in the business improvement district, in addition to any improvement, beautification or maintenance that is provided at the expense of The City of Saskatoon at large;
- (b) acquire, by purchase, lease or otherwise, any land and buildings necessary for its purposes and improve, beautify, maintain or dispose of that land and buildings;
- (c) promote the business improvement district as a business or shopping area;
- (d) undertake improvement and maintenance of any land for use as parking and may subsequently dispose of that land by sale, lease, exchange or otherwise for public or private redevelopment for

	<p>commercial purposes at a price not less than its fair market value; (e) conduct any studies or prepare any designs that may be necessary for the purposes of this section; or (f) contribute monies to The City of Saskatoon for the purposes of a 33rd Street revitalization project.</p>	
<p>Boards Continued 6. The boards for each of the districts mentioned in section 4 are continued.</p>		<p>This is a new section. This means the existing boards will be continued from the repeal of the old Bylaws to the passage of the new Bylaw.</p>
<p>Powers of Boards 7. Subject to this Bylaw and every other applicable City and provincial enactment, a board has the power to do all things necessarily incidental to the attainment of the purposes mentioned in section 5.</p>	<p>Same as listed for section 5.</p>	<p>This is a companion section to section 5. This new Powers of Boards section captures any type of legislation that may be applicable to the BIDs in order to fulfill their purposes, which formerly was the Powers of Boards sections. This section is in line with common practices in other jurisdictions.</p>
<p>Composition of Boards 8.(1) A board is a body corporate and consists of the following individuals appointed by resolution of Council: (a) at least one individual who is a member of Council; and (b) no less than 5 and no more than 12 other individuals who are electors of the City, and: (i) operate a business in the district;</p>	<p><u>Bylaw No. 6710, The Downtown Business Improvement District Bylaw, 1986</u> 4. The Board is a body corporate and shall consist of persons appointed by resolution of Council. At least one person appointed shall be a member of Council, and the other persons appointed shall be persons who are electors of The City of Saskatoon and who are operators of businesses in the District or who are</p>	<p>Overall, the language is very similar to what is in the old Bylaws. The existing Bylaws refer to “at least” one member of Council. Leaving the language to at least one member of Council allows for flexibility where more than one member may be desirable. The range of 5 to 12 members is suggested because that appears to be the current approximate board size in Saskatoon BIDs</p>

<p>(ii) are nominees of a corporation that operates a business in the district; or (iii) are nominees of a non-profit corporation that has an office in the district.</p> <p>(2) Appointments to a board will encourage equity, diversity and inclusion and promote an inclusive environment.</p>	<p>nominees of corporations which operate businesses in the District.</p> <p><u>Bylaw No. 6731, The Broadway Business Improvement District Bylaw, 1986</u> 4. The Board is a body corporate and shall consist of persons appointed by resolution of Council. At least one person appointed shall be a member of Council, and the other persons appointed shall be persons who are electors of The City of Saskatoon and who are operators of businesses in the District or who are nominees of corporations which operate businesses in the District.</p> <p><u>Bylaw No. 7092, The Riversdale Business Improvement District Bylaw</u> Composition of the Board 4. The Board shall consist of persons appointed by resolution of Council. At least one person appointed shall be a member of Council, and the other persons appointed shall be persons who are electors of The City of Saskatoon and who are operators of businesses in the District or who are nominees of corporations which operate businesses in the District.</p> <p><u>Bylaw No. 7891, The Sutherland Business Improvement District Bylaw, 1999</u> Composition of Board 7. The board is a body corporate and consists of:</p>	<p>and at the request of the BIDs to have the maximum size be 12 members.</p> <p>The provision regarding non-profit corporations is new and was added at the request of the Broadway BID to allow for additional diversity on the board.</p> <p>The provision regarding the encouragement of equity, diversity and inclusion is new and was added because it is consistent with the City's current appointment practices for all of its boards and committees. The new City Appointment Policy that is in the process of being developed will contain the same provision. This language merely means to consider diversity where possible when suggesting appointments in accordance with all other criteria.</p> <p>At its meeting on May 16, 2022, the Governance and Priorities Committee resolved that section 8(1)(b)(iii) regarding non-profit eligibility for board appointment be supported for inclusion in the future bylaw.</p>
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	<p>(a) at least one person who is a member of Council; and (b) any number of other persons who are electors of The City of Saskatoon who operate a business in the district or who are nominees of corporations that carry on business in the district; who are appointed by resolution of Council.</p> <p><u>Bylaw No. 9235, The 33rd Street Business Improvement District Bylaw, 2014</u> Composition of Board 7. The board is a body corporate and consists of: (a) at least one person who is a member of City Council; and (b) any number of other persons who are electors of the City of Saskatoon who operate a business in the district or who are nominees of the corporations that carry on a business in the district; who are appointed by resolution of City Council.</p>	
<p>Term of Office 9.(1) Unless they are sooner removed from or vacate their office, a board member holds office until a successor is appointed after the first meeting of Council following the next general election after the board member is appointed. (2) A board member is eligible for reappointment with no term limit.</p>	<p><u>Bylaw No. 6710, The Downtown Business Improvement District Bylaw, 1986</u> Term of Office 5.(1) Council may by resolution, remove any person appointed to the Board and appoint another person to replace them. (2) Unless sooner removed from office, a member of the Board holds office until the first meeting of Council following the next general election after the member is</p>	<p>There is no change to the current practice. The BIDs are tied to an election cycle because it correlates with City Council's appointments and organization after an election. Unless they are sooner removed or vacate the position, a board member holds office until a successor is appointed after the first regular business meeting of Council following the next general election after the board member is appointed.</p>

<p>(3) Council may, by resolution, remove any board member appointed pursuant to section 8 and may appoint another individual to replace the board member so removed.</p>	<p>appointed and until a successor is appointed. A Board member is eligible for reappointment upon the expiration of the term of the member's appointment.</p> <p><u>Bylaw No. 6731, The Broadway Business Improvement District Bylaw, 1986</u> 5.(1) Council may by resolution, remove any person appointed to the Board and appoint another person to replace them. (2) Unless sooner removed from office, a member of the Board holds office until the first meeting of Council following the next general election after the member is appointed and until a successor is appointed. A Board member is eligible for reappointment upon the expiration of the term of the member's appointment.</p> <p><u>Bylaw No. 7092, The Riversdale Business Improvement District Bylaw</u> Term of Office 5.(a) Council may by resolution, remove any person appointed to the Board and appoint another person to replace them. (b) Unless sooner removed from office, a member of the Board holds office until the first meeting of Council following the next general election after the member is appointed and until a successor is appointed. A Board member is eligible for reappointment upon the expiration of the term of the member's appointment.</p>	<p>Unless a BID board, in a resolution or policy, specified a maximum number of terms to be served by a member, a member could serve indefinitely.</p>
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Bylaw No. 7891, The Sutherland Business Improvement District Bylaw, 1999

Term of Office

8.(1) Unless sooner removed from office, a member of the board holds office until the first meeting of Council following the next general election after the member is appointed until a successor is appointed.

(2) A member of the board is eligible for reappointment.

(3) Council may, by resolution, remove any person appointed to the board under Section 7, and may appoint another person to replace the member so removed.

Bylaw No. 9235, The 33rd Street Business Improvement District Bylaw, 2014

Term of Office

8.(1) Unless sooner removed from office, a member of the board holds office until the first meeting of City Council following the next general election after the member is appointed until a successor is appointed.

(2) A member of the board is eligible for reappointment.

(3) City Council may, by resolution, remove any person appointed to the board under section 7, and may appoint another person to replace the member so removed.

Board Vacancies, Replacements and Additions

10.(1) If a board vacancy occurs for any reason, an individual who qualifies pursuant to clause 8(1)(b) may be recommended by the board to Council for appointment to fill the vacancy for the unexpired portion of the term.

(2) A board must initiate the steps mentioned in subsection (3) if:

- (a) a board member fails to attend three consecutive board meetings without being authorized to do so by resolution of the board;
- (b) the status of a board member changes so that they no longer qualify pursuant to clause 8(1)(b);
- (c) a board member provides written notice that they are vacating their office pursuant to subsection (4);
- (d) a board resolves to seek the removal of a board member from the board at a meeting mentioned in subsection (5);
- (e) a board resolves to seek the appointment of a replacement board member to the board; or
- (f) a board resolves to seek the appointment of an additional board member to the board.

(3) In the circumstances mentioned in subsection (2):

- (a) the board shall notify the City Clerk of the circumstances and provide the City Clerk with:
 - (i) either:

This is a new section. The old Bylaws did not contain this information. This section was added to clearly explain the process of how board vacancies are dealt with. The provisions in this section of how all types of board vacancies are dealt with is not a new process. The new City Appointment Policy that is in the process of being developed will reflect this process for its boards and committees.

<p>(A) a completed request for board appointment or removal in a form prescribed by the City; or (B) a written recommendation that the board member continue to serve on the board despite circumstances mentioned in clauses (2)(a) or (2)(b);</p> <p>(ii) signed minutes of the meeting at which the vote was held on this matter; and (iii) if applicable, the name and biography of the individual selected by the board pursuant to subsection (1);</p> <p>(b) the City Clerk shall place the matter on the agenda for the next Governance and Priorities Committee meeting;</p> <p>(c) after considering the matter, the Governance and Priorities Committee shall recommend to Council whether to accept the board's request or recommendation or take other action;</p> <p>(d) Council shall resolve what action to take with respect to the board member.</p> <p>(4) If a board member intends to vacate their office during the term of the board, the board member must provide to the chair at least 30 days' written notice before they vacate their office.</p>		
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<p>(5) In the case of the removal of a board member:</p> <ul style="list-style-type: none"> (a) notice must be provided by the board to the board member at least five business days in advance of the board meeting at which the matter will be considered; and (b) at the board meeting at which the matter is considered: <ul style="list-style-type: none"> (i) the board member may speak to the matter; and (ii) the board member may be accompanied by an individual who is not a board member. <p>(6) During the term of the board, a resolution requesting Council to approve an increase in the maximum size of a board as mentioned in subsection 8(1) may be adopted at an annual general meeting or general meeting, provided the proposed increase is listed in the meeting notice as an agenda item.</p>		
<p>Board Member Responsibilities</p> <p>11.(1) The board and each board member shall operate in compliance with all applicable City and provincial enactments and all applicable board policies, including:</p> <ul style="list-style-type: none"> (a) <i>The Cities Act</i>; (b) <i>The Local Authority Freedom of Information and Protection of Privacy Act</i>; (c) <i>The Legislation Act</i>; (d) the <i>City of Saskatoon Code of Conduct for Members of Civic Boards, Commissions, Authorities and Committees</i> (C01-003 – Attachment 1) 		<p>This is a new section. The old Bylaws did not contain this information. However, these are not new requirements for board members, it was just not previously codified in the old Bylaws. This section was added to clearly explain the fiduciary responsibilities of board members.</p>

<p>(2) Council may impose sanctions upon a board member who has been found, upon result of an investigation, to have violated the <i>City of Saskatoon Code of Conduct for Members of Civic Boards, Commissions, Authorities and Committees</i>.</p> <p>(3) Every board member shall:</p> <ul style="list-style-type: none"> (a) exercise the powers and discharge the duties of the office honestly, in good faith and in the best interests of the district; (b) exercise the degree of care, diligence, and skill that a reasonable and prudent person would exercise in comparable circumstances; (c) comply with the decisions of the board; and (d) advise an officer of the board if they are unable to attend a board meeting or a general meeting. <p>(4) A board member who is a member of Council:</p> <ul style="list-style-type: none"> (a) may report all information from the board to the Governance and Priorities Committee and Council; and (b) shall report information reasonably considered confidential by the board in camera to the Governance and Priorities Committee and Council. 		
<p>Board Remuneration</p> <p>12.(1) The position of a board member is voluntary and no remuneration will be paid for services as a board member.</p> <p>(2) Board members shall be reimbursed for expenses necessarily incurred in the</p>		<p>This is a new section. The old Bylaws did not contain this information. However, this is nothing new. Board members were always volunteer positions with entitlement to expense reimbursement in this manner. It is good governance to have this</p>

<p>performance of duties as a board member, in accordance with the policy established by the board.</p>		<p>information codified in the BIDs' governing document. This accords with common practices in other jurisdictions to include this type of section.</p>
<p>Election and Appointment of Officers 13.(1) A board shall, as soon as possible after its members are appointed: (a) elect a chair and vice-chair to manage and conduct its affairs; and (b) appoint a secretary-treasurer and such other officers as it may deem necessary to properly conduct its business. (2) The secretary-treasurer may be a district staff person.</p>	<p><u>Bylaw No. 6710, The Downtown Business Improvement District Bylaw, 1986</u> Election and Appointment of Officers 6. The Board shall, as soon as possible after its members are appointed, elect a chair and vice-chair and appoint a Secretary-Treasurer, and such other officers as it may deem necessary to properly conduct its business.</p> <p><u>Bylaw No. 6731, The Broadway Business Improvement District Bylaw, 1986</u> Election and Appointment of Officers 6. The Board shall, as soon as possible after its members are appointed, elect a chair and vice-chair and appoint a Secretary-Treasurer, and such other officers as it may deem necessary to properly conduct its business.</p> <p><u>Bylaw No. 7092, The Riversdale Business Improvement District Bylaw</u> Election and Appointment of Officers 6. The Board shall, as soon as possible after its members are appointed, elect a chair and vice-chair and appoint a Secretary-Treasurer, and such other officers as it may deem necessary to properly conduct its business.</p>	<p>This section is essentially the same as the old Bylaws. The only addition is the provision stating that the secretary-treasurer may be a BID staff person. This was added at the request of the BIDs since that is their current practice.</p>

	<p><u>Bylaw No. 7891, The Sutherland Business Improvement District Bylaw, 1999</u></p> <p>Election and Appointment of Officers 9.(1) The board shall, as soon as possible after its members are appointed, elect a chair and vice-chair to manage and conduct its affairs. (2) The board shall, as soon as possible after its members are appointed, appoint a secretary-treasurer and such other officers as it may deem necessary to properly conduct its business.</p> <p><u>Bylaw No. 9235, The 33rd Street Business Improvement District Bylaw, 2014</u></p> <p>Election and Appointment of Officers 9.(1) The board shall, as soon as possible after its members are appointed, elect a chair and vice-chair to manage and conduct its affairs. (2) The board shall, as soon as possible after its members are appointed, appoint a secretary-treasurer and such other officers as it may deem necessary to properly conduct its business.</p>	
<p>Role of the Chair and Vice-Chair 14.(1) In addition to the board member responsibilities described in section 11, the chair shall:</p> <ul style="list-style-type: none"> (a) call and chair board meetings and general meetings; (b) speak on behalf of the board and district to the media and at Council or Standing Policy Committee meetings, as required; 		<p>This is a new section. The old Bylaws did not contain this information. However, this is essentially nothing new. It is our understanding that this is the current practice of the BIDs and it accords with common practices that these officers would perform these types of duties.</p>

<p>(c) arrange for orientation and training of board members;</p> <p>(d) ensure that the board notifies the City Clerk of the circumstances mentioned in subsection 10(2); and</p> <p>(e) perform any other duties as directed by Council.</p> <p>(2) The vice-chair shall assume the responsibilities of the chair in the chair's absence.</p>		
<p>Board Committees</p> <p>15.(1) The board may:</p> <p>(a) establish standing committees or ad hoc committees;</p> <p>(b) determine the composition of each committee;</p> <p>(c) establish the terms of reference for each committee; and</p> <p>(d) report for information on the items mentioned in clauses (a) through (c) for each committee to the Standing Policy Committee on Finance.</p> <p>(2) Each committee shall be advisory in nature and decisions of the committee shall be subject to approval by the board.</p> <p>(3) A committee may consist of board members and other individuals appointed by the board.</p> <p>(4) A committee must be chaired by a board member.</p> <p>(5) Committees may deal only with the matters or questions referred to them by the board and may only take actions authorized by the board.</p>		<p>This is a new section. The old Bylaws did not contain this information. However, this is essentially nothing new. The BID boards have always had the ability to establish committees. However, the requirement to report through the Standing Policy Committee on Finance is a new provision. This was added as a mechanism to enhance the communication between Council and the BID boards. The BIDs requested the ability to have more opportunities to communicate with Council.</p>

<p>Designated Contact 16.(1) A board shall appoint a board member or district staff person to be the designated contact for the district and shall provide a dedicated district phone number or e-mail address for this person. (2) The board shall post the information mentioned in subsection (1) on the district’s public website and include it in public information materials. (3) The City may post the information mentioned in subsection (1) on its website and include it in public information materials.</p>		<p>This is a new section. The old Bylaws did not contain this information. However, this is nothing new. The BIDs already do this. The City could include this information on its website in addition to the other public information it has regarding the BIDs.</p>
<p>Board Meeting Procedures 17.(1) Subject to the following subsections, a board shall: (a) establish its own meeting procedures; (b) provide its meeting procedures to the Standing Policy Committee on Finance for information; (c) following the Standing Policy Committee on Finance meeting at which the meeting procedures were received for information, adopt and publish the meeting procedures. (2) A board shall hold at least four regular board meetings each calendar year. (3) Special board meetings may be convened by any board member if, at least 24 hours prior to the meeting, all board members have been notified of the date, time and place of the meeting and the matters on the agenda for the meeting, unless all board members attend the meeting and unanimously consent to holding the meeting.</p>		<p>This is a new section. The old Bylaws did not contain this information. Subsection 55.1(5) of <i>The Cities Act</i> states that Council shall ensure that all Council Committees, Controlled Corporations and other bodies established by Council have publicly available written procedures for conducting business at meetings.</p> <p>The City Solicitor’s Office provided template meeting procedures to each BID on October 31, 2016, with further follow up letters to Riversdale and 33rd Street on October 11, 2018 to seek confirmation as to whether or not those BID boards had adopted the required meeting procedures.</p> <p>Broadway, Downtown and Sutherland BIDs have adopted meeting procedures through the Standing Policy Committee on Finance. It is unknown whether or not Riversdale or 33rd Street BIDs have adopted these meeting procedures. There is no record of</p>

<p>(4) At regular board meetings, board members may consider or transact any business that is within the authority of the board. At a special board meeting, only those matters specifically identified by the convenor as being on the agenda for the meeting may be discussed and voted on.</p> <p>(5) The chair and all board members present may vote on every question before the board, and in the event of a tie vote, the question is deemed to have been decided in the negative.</p> <p>(6) A simple majority of board members constitutes a quorum.</p> <p>(7) The secretary-treasurer of the board is responsible for ensuring that minutes are kept of all meetings of the board and committees established by the board.</p> <p>(8) A board may by resolution adopt a policy that provides that, where a board member cannot attend a meeting in person for reasons set out in the resolution, the board member:</p> <ul style="list-style-type: none"> (a) may participate in the meeting by electronic or other communication devices that enable them to hear and speak to the board members who are present; and (b) shall be in attendance at the meeting for the purposes of establishing a quorum, for voting and for other purposes. <p>(9) A board may make a resolution in writing in lieu of a board meeting. The resolution must be unanimous and signed by all board members entitled to vote on that resolution at</p>		<p>those being adopted through the Standing Policy Committee on Finance.</p> <p>This new section reflects what is in these meeting procedures that were adopted by a majority of the BIDs.</p>
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<p>a board meeting. Voting by proxy is not permitted. (10) This Bylaw prevails if there is any conflict between this Bylaw and the meeting procedures adopted pursuant to subsection (1).</p>		
<p>General Meetings 18.(1) The board may call general meetings of the district to discuss issues and make decisions on any matter within the board's authority. (2) At least 15 days prior to a general meeting, the board must provide notice to every member business of the date, time, location and agenda of the general meeting. (3) Notice of a general meeting must be posted to the home page of the district's public website and may also be: (a) hand delivered to the street address of each member business; (b) sent by ordinary mail to the street address of each member business, which ordinary mail is deemed to have been received on the seventh day after the notice is mailed; or (c) sent by email to the email address provided by the member business to the district. (4) A board may appoint a recording secretary for a general meeting, who need not be an operator, director or employee of a member business. (5) The chair of a general meeting may take such actions as are necessary to ensure the orderly conduct of the meeting and to ensure that the agenda of the meeting is followed</p>		<p>This is a new section. The old Bylaws did not contain this information. Allowing for general meetings is good board governance and is a common practice in other jurisdictions. BIDs are City entities and should be transparent in conducting their business.</p> <p>The ability to hold a general meeting is not new for the BIDs that have passed Meeting Procedures; in the Meeting Procedures they are referred to as special meetings.</p>

<p>and the purposes of the meeting are achieved.</p> <p>(6) No business shall be transacted at a general meeting unless a quorum of the board is present as set out in subsection 17(6).</p>		
<p>Annual General Meeting</p> <p>19.(1) Within the four month period following its most recent fiscal year end, the board must conduct a general meeting that it has designated as the annual general meeting.</p> <p>(2) Notice of the annual general meeting must include, in addition to that mentioned in subsection 18(2), estimated expenditures for the current year, and proposed revenues and expenditures for the following year.</p> <p>(3) A board’s complete audited financial statements, with balance sheet and revenue and expenditure statements, must be made available during the annual general meeting notice period and at the annual general meeting.</p>		<p>This is a new section. The old Bylaws did not contain this information. Holding an AGM is good board governance and is a common practice in other jurisdictions. BIDs are City entities and should be transparent in conducting their business.</p> <p>Holding an AGM is not a new requirement for the BIDs that have passed Meeting Procedures. The timing of when an AGM must happen is stipulated in the Meeting Procedures document formally adopted by a majority of the BIDs.</p> <p>At its meeting on May 16, 2022, the Governance and Priorities Committee resolved that section 19 regarding AGMs be supported for inclusion in the future bylaw.</p>
<p>Authority of the City Manager</p> <p>20. The City Manager has the authority to attend and address board meetings, committee meetings, general meetings and annual general meetings, including in camera sessions.</p>		<p>This is a new section. The old Bylaws did not contain this information. Permitting the City Manager to attend all BID board meetings accords with best practices in other jurisdictions and adds opportunity for increased communication between the BIDs and the City. Increased communication opportunities between the City and the BIDs was identified by the BIDs as a matter where they felt improvement was required.</p>

		<p>At its meeting on May 16, 2022, the Governance and Priorities Committee resolved that this section be removed.</p>
<p>Minutes and Records of the Board 21. A board shall: (a) keep proper minutes and records of every meeting of the board; and (b) make the minutes and records available upon request to: (i) all electors who: (A) operate a business in the district; (B) are nominees of a corporation that operates a business in the district; or (C) are nominees of a non-profit corporation that has an office in the district; (ii) all board members; (iii) the City Clerk; and (iv) the City Manager.</p>	<p><u>Bylaw No. 6710, The Downtown Business Improvement District Bylaw, 1986</u> Minutes and Records of the Board 7. The Board shall keep proper minutes and records of every meeting of the Board, and shall make these available to all members of the Board and to the City Clerk upon request. The minutes and records of the Board shall be open to inspection by any operator of a business in the District.</p> <p><u>Bylaw No. 6731, The Broadway Business Improvement District Bylaw, 1986</u> Minutes and Records of the Board 7. The Board shall keep proper minutes and records of every meeting of the Board, and shall make these available to all members of the Board and to the City Clerk upon request. The minutes and records of the Board shall be open to inspection by any operator of a business in the District.</p> <p><u>Bylaw No. 7092, The Riversdale Business Improvement District Bylaw</u> Minutes and Records of the Board 7. The Board shall keep proper minutes and records of every meeting of the Board, and shall make these available to all members of the Board and to the City Clerk upon request. The minutes and</p>	<p>This provision in the new proposed Bylaw is essentially the same as the one in the old Bylaws. The only new stipulations are that nominees of a non-profit corporation in the BID and that the City Manager were added as additional persons who would have rights to view the BIDs' minutes and records.</p>

	<p>records of the Board shall be open to inspection by any operator of a business in the District.</p> <p><u>Bylaw No. 7891, The Sutherland Business Improvement District Bylaw, 1999</u></p> <p>Minutes and Records of the Board 10. The board shall keep proper minutes and records of every meeting of the board, and shall make the minutes and records available upon request to all electors who operate a business in the district or who are nominees of corporations that carry on business in the district, and to all members of the board and the City Clerk.</p> <p><u>Bylaw No. 9235, The 33rd Street Business Improvement District Bylaw, 2014</u></p> <p>Minutes and Records of the Board 10. The board shall keep proper minutes and records of every meeting of the board, and shall make the minutes and records available upon request to all electors who operate a business in the district or who are nominees of corporations that carry on business in the district, and to all members of the board and the City Clerk.</p>	
<p>Financial Records 22. A board shall: (a) adopt and maintain banking arrangements and accounting practices that are acceptable to the City; and</p>	<p><u>Bylaw No. 6710, The Downtown Business Improvement District Bylaw, 1986</u></p> <p>Financial Records 8. The Board shall adopt and maintain only banking arrangements and good accounting practices that are acceptable</p>	<p>The provision in the new Bylaw is the same as the provisions in the old Bylaws. The language in the new Bylaw has been simplified from what it was in the old Bylaws.</p>

<p>(b) keep such books of account and submit such records to the City as the City may require.</p>	<p>to the treasurer of the Council of Saskatoon and shall keep such books of account and submit such statements from time to time as the said treasurer may require.</p> <p><u>Bylaw No. 6731, <i>The Broadway Business Improvement District Bylaw, 1986</i></u> Financial Records 8. The Board shall adopt and maintain only banking arrangements and good accounting practices that are acceptable to the treasurer of the Council of Saskatoon and shall keep such books of account and submit such statements from time to time as the said treasurer may require.</p> <p><u>Bylaw No. 7092, <i>The Riversdale Business Improvement District Bylaw</i></u> Financial Records 8. The Board shall adopt and maintain only banking arrangements and good accounting practices that are acceptable to the treasurer of the Council of Saskatoon and shall keep such books of account and submit such statements from time to time as the said treasurer may require.</p> <p><u>Bylaw No. 7891, <i>The Sutherland Business Improvement District Bylaw, 1999</i></u> Financial Records 11. The board shall adopt and maintain banking arrangements and accounting practices that are acceptable to the City</p>	
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	<p>of Saskatoon, and shall keep such books of account and submit such statements from time to time as the City may require.</p> <p><u>Bylaw No. 9235, The 33rd Street Business Improvement District Bylaw, 2014</u></p> <p>Financial Records</p> <p>11. The board shall adopt and maintain banking arrangements and accounting practices that are acceptable to The City of Saskatoon, and shall keep such books of account and submit such statements from time to time as The City of Saskatoon may require.</p>	
<p>Approval of Estimates by Council</p> <p>23.(1) A board shall submit to Council for its approval the revenue and expenditure estimates of the board for the current year, at the time and in the form requested by Council.</p> <p>(2) A board shall set out in the estimates mentioned in subsection (1):</p> <ul style="list-style-type: none"> (a) the amounts to be contributed to the board by Council from general monies collected by the City; (b) any amounts contributed to the board by Council from money collected as payments in lieu of the provision of off-street parking facilities as required by <i>The Planning and Development Act, 2007</i>; (c) the amounts of any grants to be received by the board from sources other than the City; and 	<p><u>Bylaw No. 6710, The Downtown Business Improvement District Bylaw, 1986</u></p> <p>Approval of Estimates by Council</p> <p>9. The Board shall submit to Council for its approval the revenue and expenditure estimates of the Board for the current year by January 15th of that year, in the form prescribed by the Council. The Board shall set out in the estimates:</p> <ul style="list-style-type: none"> (a) the amounts to be contributed to the Board by Council from monies to be collected from the urban municipality at large; (b) any amounts contributed to the Board by City Council from money collected as payments in lieu of the provision of off-street parking facilities as required by <i>The Planning and Development Act, 2007</i> and the Board shall expend those funds for the acquisition, construction, operation or 	<p>The provision in the new Bylaw is essentially the same as the old Bylaws. The only difference is the swap of “at the time...requested by Council” for “January 15th”, which is how it appears in the 33rd Street BID Bylaw. This allows Council to establish another date, if desired, without amending the Bylaw..</p>

<p>(d) the amounts to be received by the board from the disposal or conveyance of land and buildings.</p>	<p>maintenance of parking facilities on land that does not form part of a street;</p> <p>(c) the amounts of grants to be received by the Board from other than municipal sources;</p> <p>(d) the amounts to be received by the Board from the disposal or conveyance of land and buildings.</p> <p><u>Bylaw No. 6731, <i>The Broadway Business Improvement District Bylaw, 1986</i></u></p> <p>Approval of Estimates by Council</p> <p>9. The Board shall submit to Council for its approval the revenue and expenditure estimates of the Board for the current year by January 15th of that year, in the form prescribed by the Council. The Board shall set out in the estimates:</p> <p>(a) the amounts to be contributed to the Board by Council from monies to be collected from the urban municipality at large;</p> <p>(b) any amounts contributed to the Board by City Council from money collected as payments in lieu of the provision of off-street parking facilities as required by <i>The Planning and Development Act, 2007</i> and the Board shall expend those funds for the acquisition, construction, operation or maintenance of parking facilities on land that does not form part of a street;</p>	
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- (c) the amounts of grants to be received by the Board from other than municipal sources;
- (d) the amounts to be received by the Board from the disposal or conveyance of land and buildings.

Bylaw No. 7092, *The Riversdale Business Improvement District Bylaw*

Approval of Estimates by Council

9. The Board shall submit to Council for its approval the revenue and expenditure estimates of the Board for the current year by January 15th of that year, in the form prescribed by Council. The Board shall set out in the estimates:

- (a) the amounts to be contributed to the Board by the City from monies to be collected from the City at large;
- (b) any amounts contributed to the Board by the City from payments in lieu of the provision of the off-street parking facilities required by *The Planning and Development Act, 2007* and the Board shall expend those funds for the acquisition, construction, operation or maintenance of parking facilities on land that does not form part of a street;
- (c) the amounts of grants to be received by the Board from other than municipal sources; and
- (d) the amounts to be received by the Board from the disposal or conveyance of land and buildings.

Bylaw No. 7891, *The Sutherland Business Improvement District Bylaw, 1999*

Approval of Estimates by Council

12.(1) The board shall submit to Council for its approval the revenue and expenditure estimates of the board for the current year by January 15th of that year, in the form required by Council.

(2) The board shall set out in the estimates:

- (a) the amounts to be contributed to the board by Council from monies collected from The City of Saskatoon at large;
- (b) any amounts contributed to the board by Council from money collected as payments in lieu of the provision of off-street parking facilities as required by *The Planning and Development Act, 2007* and the board shall expend those funds for the acquisition, construction, operation or maintenance of parking facilities on land that does not form part of a street;
- (c) the amounts of any grants to be received by the board from other than municipal sources; and
- (d) the amounts to be received by the board from the disposal or conveyance of land and buildings.

Bylaw No. 9235, The 33rd Street Business Improvement District Bylaw, 2014

Approval of Estimates by Council

12.(1) The board shall submit to Council for its approval the revenue and expenditure estimates of the board for the current year, at the time and in the form requested by City Council.

(2) The board shall set out in the estimates:

- (a) the amounts to be contributed to the board by City Council from monies collected from The City of Saskatoon at large;
- (b) any amounts contributed to the board by City Council from money collected as payments in lieu of the provision of off-street parking facilities as required by *The Planning and Development Act, 2007* and the board shall expend those funds for the acquisition, construction, operation or maintenance of parking facilities on land that does not form part of a street;
- (c) the amounts of any grants to be received by the board from other than municipal sources; and
- (d) the amounts to be received by the board from the disposal or conveyance of land and buildings.

<p>Levy</p> <p>24.(1) A levy is authorized to be paid by the operators of businesses in a district that Council considers sufficient to raise the amount required for the purposes of the proposed expenditures included in the approved estimates of the board, less any revenues to be received by the board under clauses 23(2)(a) to (d).</p> <p>(2) The levy mentioned in subsection (1) is to be based on the assessment of all land and improvements used or intended to be used for business purposes in a district.</p> <p>(3) The levy pursuant to this section is to be a uniform rate.</p> <p>(4) The levy imposed pursuant to this section shall be apportioned among tenants based on rent or area, but not both, if:</p> <ul style="list-style-type: none"> (a) a levy is imposed under this section and a portion of the land, improvements or both is not used for business purposes; (b) a levy payable under this section is payable by a tenant; and (c) a business operated by a landlord occupied premises on the land or improvements or both. <p>(5) When any levy payable under this section is payable by a tenant, the landlord is deemed to be the City's agent for the collection of the amount and shall promptly pay over to the City all amounts collected.</p>	<p><u>Bylaw No. 6710, <i>The Downtown Business Improvement District Bylaw, 1986</i></u></p> <p>Levy on Business Operators</p> <p>10.(1) Council shall authorize a levy to be paid by the operators of businesses in the Business Improvement District, of a uniform rate that Council considers sufficient to raise the amount required for the purposes of the proposed expenditures included in the approved estimates of the Board, less any revenues received by the Board under clauses 9(a) to (d).</p> <p>(2) The levy mentioned in subsection (1) is to be based on the assessment of all land and improvements used or intended to be used for business purposes in the Business Improvement District.</p> <p>(3) Where only a portion of any land or improvements are used or intended to be used for business purposes, the levy mentioned in subsection (1) shall be based on the assessment of the portion.</p> <p>(4) Where any levy payable under this section is payable by a tenant, the landlord is deemed to be The City of Saskatoon's agent for the collection of the amount, and shall promptly pay all amounts collected over to The City of Saskatoon.</p> <p><u>Bylaw No. 6731, <i>The Broadway Business Improvement District Bylaw, 1986</i></u></p> <p>Levy on Business Operators</p> <p>10.(1) Council shall authorize a levy to be paid by the operators of businesses in the Business Improvement District, of a</p>	<p>The provision in the new Bylaw is essentially the same as the old Bylaws. The current practice will continue.</p>
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uniform rate that Council considers sufficient to raise the amount required for the purposes of the proposed expenditures included in the approved estimates of the Board, less any revenues received by the Board under clauses 9(a) to (d).

(2) The levy mentioned in subsection (1) is to be based on the assessment of all land and improvements used or intended to be used for business purposes in the Business Improvement District.

(3) Where only a portion of any land or improvements are used or intended to be used for business purposes, the levy mentioned in subsection (1) shall be based on the assessment of the portion.

(4) Where any levy payable under this section is payable by a tenant, the landlord is deemed to be The City of Saskatoon's agent for the collection of the amount, and shall promptly pay all amounts collected over to The City of Saskatoon.

Bylaw No. 7092, The Riversdale Business Improvement District Bylaw
Levy on Business Operators

10.(1) Council shall authorize a levy to be paid by the operators of businesses in the Business Improvement District, of a uniform rate that Council considers sufficient to raise the amount required for the purposes of the proposed expenditures included in the approved estimates of the Board, less any

revenues received by the Board under clauses 9(a) to (d).

(2) The levy mentioned in subsection (1) is to be based on the assessment of all land and improvements used or intended to be used for business purposes in the Business Improvement District.

(3) Where:

- (a) a levy is imposed under this Section and a portion of the land, improvements or both is not used for business purposes;
- (b) a levy payable under this Section is payable by a tenant; or
- (c) a business operated by a landlord occupies premises on the land or improvement or both;

the levy imposed under this Section shall be apportioned among the tenants on the basis or rent or area, but not both.

(4) Where any levy payable under this section is payable by a tenant, the landlord is deemed to be The City of Saskatoon's agent for the collection of the amount, and shall promptly pay all amounts collected over to The City of Saskatoon.

Bylaw No. 7891, *The Sutherland Business Improvement District Bylaw, 1999*

Levy

13.(1) A levy is hereby authorized to be paid by the operators of businesses in the district that Council considers sufficient to raise the amount required for the

purposes of the proposed expenditures included in the approved estimates of the board, less any revenues to be received by the board under Clauses 12 (a) to (d).

(2) The levy mentioned in Subsection (1) is to be based on the assessment of all land and improvements used or intended to be used for business purposes in the district.

(3) The levy imposed under this Section is to be of a uniform rate.

(4) Where:

- (a) a levy is imposed under this Section and a portion of the land, improvements or both is not used for business purposes;
- (b) a levy payable under this Section is payable by a tenant; or
- (c) a business operated by a landlord occupies premises on the land or improvements or both.

the levy imposed under this Section shall be apportioned among tenants on the basis of rent or area, but not both.

(5) Where any levy payable under this Section is payable by a tenant, the landlord is deemed to be The City of Saskatoon's agent for the collection of the amount, and shall promptly pay over to the City of Saskatoon all amounts collected.

Bylaw No. 9235, The 33rd Street Business Improvement District Bylaw, 2014

Levy

13.(1) A levy is hereby authorized to be paid by the operators of businesses in the district that City Council considers sufficient to raise the amount required for the purposes of the proposed expenditures included in the approved estimates of the board, less any revenues to be received by the board under clauses 12(2)(a) to (d).

(2) The levy mentioned in subsection (1) is to be based on the assessment of all land and improvements used or intended to be used for business purposes in the district.

(3) The levy under this section is to be a uniform rate.

(4) Where:

(a) a levy is imposed under this section and a portion of the Land, improvements or both is not used for business purposes;

(b) a levy payable under this section is payable by a tenant; and

(c) a business operated by a landlord occupies premises on the land or improvements or both; the levy imposed under this section shall be apportioned among tenants on the basis of rent or area, but not both.

(5) Where any levy payable under this section is payable by a tenant, the landlord is deemed to be The City of Saskatoon's agent for the collection of the

	<p>amount, and shall promptly pay over to The City of Saskatoon all amounts collected.</p>	
<p>Expenditures by Board 25.(1) A board shall expend only those monies included in the estimates approved by Council and no board member shall authorize the expenditure of funds not previously approved by Council. (2) A board shall only expend amounts contributed to the board by Council from money collected as payments in lieu of the provision of off-street parking facilities as required by <i>The Planning and Development Act, 2007</i> on the acquisition, construction, operation or maintenance of parking facilities on land that does not form part of a street. (3) A board shall not incur indebtedness extending beyond the current year.</p>	<p><u>Bylaw No. 6710, <i>The Downtown Business Improvement District Bylaw, 1986</i></u> Limit of the Board’s Expenditures and Indebtedness 11. The Board shall expend only those monies included in the estimates approved by the Council and no member of the Board shall authorize the expenditure of funds not previously approved by Council. No indebtedness extending beyond the current fiscal year shall be incurred by the Board.</p> <p><u>Bylaw No. 6731, <i>The Broadway Business Improvement District Bylaw, 1986</i></u> Limit of the Board’s Expenditures and Indebtedness 11. The Board shall expend only those monies included in the estimates approved by the Council and no member of the Board shall authorize the expenditure of funds not previously approved by Council. No indebtedness extending beyond the current fiscal year shall be incurred by the Board.</p> <p><u>Bylaw No. 7092, <i>The Riversdale Business Improvement District Bylaw</i></u> Limit of the Board’s Expenditures and Indebtedness 11. The Board shall expend only those monies included in the estimates approved by the Council and no member</p>	<p>The provision in the new Bylaw is essentially the same as the old Bylaws. Subsection (2) regarding <i>The Planning and Development Act, 2007</i> was moved from the “Approval of Estimates by City Council” in the old Bylaws because it makes more sense in this section.</p>

of the Board shall authorize the expenditure of funds not previously approved by Council. No indebtedness extending beyond the current fiscal year shall be incurred by the Board.

Bylaw No. 7891, The Sutherland Business Improvement District Bylaw, 1999

Expenditures by Board

14.(1) The board shall expend only those monies included in the estimates approved by Council and no member of the board shall authorize the expenditure of funds not previously approved by Council.

(2) The board shall not incur indebtedness extending beyond the current year.

Bylaw No. 9235, The 33rd Street Business Improvement District Bylaw, 2014

Expenditures by Board

14.(1) The board shall expend only those monies included in the estimates approved by City Council and no member of the board shall authorize the expenditure of funds not previously approved by City Council.

(2) The board shall not incur indebtedness extending beyond the current year.

<p>Auditor 26. A board shall appoint an auditor on an annual basis and all books, documents, records of transactions, minutes and accounts of the board shall, at all times, be available for the auditor’s inspection.</p>	<p><u>Bylaw No. 6710, The Downtown Business Improvement District Bylaw, 1986</u> Auditor 12. The Board shall appoint an auditor on an annual basis and all books, documents, records of transactions, minutes and accounts of the Board shall, at all times, be opened for the auditor’s inspection.</p> <p><u>Bylaw No. 6731, The Broadway Business Improvement District Bylaw, 1986</u> Auditor 12. The Board shall appoint an auditor on an annual basis and all books, documents, records of transactions, minutes and accounts of the Board shall, at all times, be opened for the auditor’s inspection.</p> <p><u>Bylaw No. 7092, The Riversdale Business Improvement District Bylaw</u> Auditor 12. The Board shall appoint an auditor on an annual basis and all books, documents, records of transactions, minutes and accounts of the Board shall, at all times, be opened for the auditor’s inspection.</p> <p><u>Bylaw No. 7891, The Sutherland Business Improvement District Bylaw, 1999</u> Auditor 15. The Board shall appoint an auditor on an annual basis and all books, documents, records of transactions,</p>	<p>The provision contained in the new Bylaw is the same as the old Bylaws.</p>
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	<p>minutes and accounts of the Board shall, at all times, be opened for the auditor's inspection.</p> <p><u>Bylaw No. 9235, The 33rd Street Business Improvement District Bylaw, 2014</u></p> <p>Auditor</p> <p>15. The Board shall appoint an auditor on an annual basis and all books, documents, records of transactions, minutes and accounts of the Board shall, at all times, be opened for the auditor's inspection.</p>	
<p>Annual Report</p> <p>27.(1) The fiscal year of a board shall be the calendar year.</p> <p>(2) On or before April 30 of each year, a board shall submit its annual report for the preceding year to Council with a balance sheet and revenue and expenditure statements in a standardized form as set out in Schedule "F", together with a complete audited and certified financial statement.</p> <p>(3) Notwithstanding subsection (2), a board may, at its discretion, submit a review engagement if its annual revenue for the preceding year was less than \$250,000.00.</p>	<p><u>Bylaw No. 6710, The Downtown Business Improvement District Bylaw, 1986</u></p> <p>Fiscal Year and Annual Report of the Board</p> <p>13.(1) The fiscal year of the Board shall be the calendar year.</p> <p>(2) On or before April 30 in each year, the Board shall submit its annual report for the preceding year to City Council with a balance sheet and revenue and expenditure statements in a standardized form, as set out in Schedule "C" to this Bylaw, together with a complete audited and certified financial statement.</p> <p>(3) Notwithstanding subsection (2), the Board may, at its discretion, submit a review engagement if its annual revenue for the preceding year was less than \$250,000.00.</p>	<p>The provision contained in the new Bylaw is the same as the old Bylaws.</p>

Bylaw No. 6731, The Broadway Business Improvement District Bylaw, 1986

Fiscal Year and Annual Report of the Board

13.(1) The fiscal year of the Board shall be the calendar year.

(2) On or before April 30 in each year, the Board shall submit its annual report for the preceding year to City Council with a balance sheet and revenue and expenditure statements in a standardized form, as set out in Schedule "C" to this Bylaw, together with a complete audited and certified financial statement.

(3) Notwithstanding subsection (2), the Board may, at its discretion, submit a review engagement if its annual revenue for the preceding year was less than \$250,000.00.

Bylaw No. 7092, The Riversdale Business Improvement District Bylaw

Fiscal Year and Annual Report of the Board

13.(1) The fiscal year of the Board shall be the calendar year.

(2) On or before April 30 in each year, the Board shall submit its annual report for the preceding year to City Council with a balance sheet and revenue and expenditure statements in a standardized form, as set out in Schedule "C" to this Bylaw, together with a complete audited and certified financial statement.

(3) Notwithstanding subsection (2), the Board may, at its discretion, submit a review engagement if its annual revenue

for the preceding year was less than \$250,000.00.

Bylaw No. 7891, The Sutherland Business Improvement District Bylaw, 1999

Annual Report

16.(1) The fiscal year of the Board shall be the calendar year.

(2) On or before April 30 in each year, the Board shall submit its annual report for the preceding year to City Council with a balance sheet and revenue and expenditure statements in a standardized form as set out in Schedule "B" to this Bylaw, together with a complete audited and certified financial statement.

(3) Notwithstanding subsection (2), the Board may, at its discretion, submit a review engagement if its annual revenue for the preceding year was less than \$250,000.00.

Bylaw No. 9235, The 33rd Street Business Improvement District Bylaw, 2014

Annual Report

16.(1) The fiscal year of the Board shall be the calendar year.

(2) On or before April 30 in each year, the Board shall submit its annual report for the preceding year to City Council with a balance sheet and revenue and expenditure statements in a standardized form as set out in Schedule "B" to this Bylaw, together with a complete audited and certified financial statement.

	<p>(3) Notwithstanding subsection (2), the Board may, at its discretion, submit a review engagement if its annual revenue for the preceding year was less than \$250,000.00.</p>	
<p>Insurance 28. The City shall provide commercial general liability insurance against third party liability and third party property damage in respect of the activities of a board.</p>	<p><u>Bylaw No. 6710, <i>The Downtown Business Improvement District Bylaw, 1986</i></u> Insurance 14. The City of Saskatoon shall provide commercial general liability insurance against third party liability and third party property damage in respect of the activities of the Board.</p> <p><u>Bylaw No. 6731, <i>The Broadway Business Improvement District Bylaw, 1986</i></u> Insurance 14. The City of Saskatoon shall provide commercial general liability insurance against third party liability and third party property damage in respect of the activities of the Board.</p> <p><u>Bylaw No. 7092, <i>The Riversdale Business Improvement District Bylaw</i></u> Insurance 13.1 The City of Saskatoon shall provide commercial general liability insurance against third party liability and third party property damage in respect of the activities of the Board.</p>	<p>The provision contained in the new Bylaw is the same as the old Bylaws, with the exception of the 33rd Street BID Bylaw.</p>

	<p><u>Bylaw No. 7891, The Sutherland Business Improvement District Bylaw, 1999</u> Insurance 16.1 The City of Saskatoon shall provide commercial general liability insurance against third party liability and third party property damage in respect of the activities of the Board.</p> <p><u>Bylaw No. 9235, The 33rd Street Business Improvement District Bylaw, 2014</u> There is no insurance section in this Bylaw.</p>	
<p>Parking Facilities 29. No land acquired by a board and used for parking shall be sold, leased or disposed of unless the board uses the proceeds to acquire land which provides and equal amount of parking.</p>	<p><u>Bylaw No. 6710, The Downtown Business Improvement District Bylaw, 1986</u> Parking Facilities 15. No land acquired by the Board and used for parking shall be sold, leased or disposed of unless the Board uses the proceeds to acquire land which provides parking facilities in an amount equal to those on the land disposed of.</p> <p><u>Bylaw No. 6731, The Broadway Business Improvement District Bylaw, 1986</u> Parking Facilities 15. No land acquired by the Board and used for parking shall be sold, leased or disposed of unless the Board uses the proceeds to acquire land which provides parking facilities in an amount equal to those on the land disposed of.</p>	<p>The provision contained in the new Bylaw is the same as the old Bylaws.</p>

	<p><u>Bylaw No. 7092, The Riversdale Business Improvement District Bylaw</u> Parking Facilities 14. No land acquired by the Board and used for parking shall be sold, leased or disposed of unless the Board uses the proceeds to acquire land which provides parking facilities in an amount equal to those on the land disposed of.</p> <p><u>Bylaw No. 7891, The Sutherland Business Improvement District Bylaw, 1999</u> Parking Facilities 17. No land acquired by the board and used for parking shall be sold, leased or disposed of unless the board uses the proceeds to acquire land which provides an equal amount of parking.</p> <p><u>Bylaw No. 9235, The 33rd Street Business Improvement District Bylaw, 2014</u> Parking Facilities 17. No land acquired by the board and used for parking shall be sold, leased or disposed of unless the board uses the proceeds to acquire land which provides an equal amount of parking.</p>	
<p>Altering the Boundaries of a District 30.(1) Council may alter the boundaries of a district by bylaw to add an area to an existing district if: (a) in the opinion of Council, the alteration would have a beneficial effect on the businesses within the</p>		<p>This is a new section. This was added with support from the BIDs. This is in line with <i>The Cities Act</i>, which requires a BID bylaw to provide for the process and consequences of disestablishment of a BID. This would be at the discretion of Council pursuant to 25(2)(b), similar to establishment of a BID. Including this</p>

<p>area described by the new boundaries;</p> <p>(b) a petition requesting the addition of the area to the district signed by more than 50% of the operators of businesses in the area proposed to be added to the district, representing more than 50% of the total taxable business assessment in that area has been filed with the City Clerk or Council directs that notice be sent as below;</p> <p>(c) notice has been sent by ordinary mail by the City Clerk to all operators of businesses in the area proposed to be added to the district, notifying them that written objections to the addition of the area to the district may be filed with the City Clerk within 30 days and advising them that, unless sufficient objections to the addition of the area to the district are made by a date specified within the notice, Council may by bylaw add the area to the district; and</p> <p>(d) no more than one third of the operators of businesses in the area proposed to be added to the district representing no more than one third of the total taxable business assessment of the proposed area of the district have objected in writing to the addition of the area to the district prior to the date set by the City Clerk.</p> <p>(2) Council may alter the boundaries of a district by bylaw to withdraw an area from an existing district if:</p>		<p>section is in line with common practices in other jurisdictions.</p>
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<p>(a) in the opinion of Council, the alteration would have a beneficial effect on the businesses within the area described by the new boundaries;</p> <p>(b) a petition requesting the withdrawal of the area from the district signed by more than 50% of the operators of businesses in the area proposed to be withdrawn from the district, representing more than 50% of the total taxable business assessment in that area has been filed with the City Clerk or Council directs that notice be sent as below;</p> <p>(c) notice has been sent by ordinary mail to the City Clerk to all operators of businesses in the area proposed to be withdrawn from the district, notifying them that written objections to the withdrawal of the area from the district may be filed with the City Clerk within 30 days and advising them that, unless sufficient objections to the withdrawal of the area from the district are made by a date specified within the notice, Council may by bylaw withdraw the area from the district; and</p> <p>(d) no more than one third of the operators of businesses in the area proposed to be withdrawn from the district representing no more than one third of the total taxable business assessment of the proposed area of the district have objected in writing to the withdrawal of the area from the</p>		
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<p>district prior to the date set by the City Clerk.</p>		
<p>Board Continued 31. If the boundaries of a district are altered by Council pursuant to section 30, the board for that district is continued as the board for the altered district.</p>		<p>This is a new section. It means that the same board continues to represent the BID until the term of the board is up for appointment or reappointment, notwithstanding the addition or removal of an area of an existing BID. Including this section is in line with common practices in other jurisdictions.</p>
<p>Establishment of a District 32. Council may establish a district by bylaw if:</p> <ul style="list-style-type: none"> (a) in the opinion of Council, the establishment would have a beneficial effect on the businesses within the area described by the proposed boundaries; (b) a petition requesting the establishment of the district signed by more than 50% of the operators of businesses in the area proposed to be in the district, representing more than 50% of the total taxable business assessment in that area has been filed with the City Clerk or Council directs that notice be sent as below; (c) notice has been sent by ordinary mail by the City Clerk to all operators of businesses in the area proposed to be in the district, notifying them that written objections to the establishment of the district may be filed with the City Clerk within 30 days and advising 		<p>This is a new section. This was added with support from the BIDs. This is in line with <i>The Cities Act</i>. Including this section is in line with common practices in other jurisdictions.</p>

<p>them that, unless sufficient objections to the establishment of the district are made by a date specified within the notice, Council may by bylaw establish the district; and (d) no more than one third of the operators of businesses in the area proposed to be in the district representing no more than one third of the total taxable business assessment of the proposed area of the district have objected in writing to the establishment of the district prior to the date set by the City Clerk.</p>		
<p>Disestablishment of a District 33.(1) Council may disestablish a district by bylaw if: (a) a petition requesting the disestablishment of a district signed by more than 50% of the operators of member businesses representing more than 50% of the total taxable business assessment in the district has been filed with the City Clerk; (b) Council has declined to approve the revenue and expenditure estimate of a board for the current year pursuant to subsection 23(1); (c) a board has failed to submit revenue and expenditure estimates to Council for approval in two consecutive years; (d) a board has failed to comply with its responsibilities pursuant to Part V; (e) the district has otherwise failed to comply with this Bylaw; or</p>		<p>This is a new section. This was added with support from the BIDs. This is in line with <i>The Cities Act</i>. Including this section is in line with common practices in other jurisdictions.</p> <p>At its meeting on May 16, 2022, the Governance and Priorities Committee resolved that regarding section 33(1)(3), Council define how a surplus could be addressed, as a potential benefit to the area, after liabilities of the dissolution of a Business Improvement District have been addressed.</p>

<p>(f) Council has concluded for any reason that it is in the interests of the City to disestablish the district.</p> <p>(2) A district shall be disestablished on December 31 of the year in which the disestablishment bylaw is passed and the disestablishment bylaw must be passed no later than June 30 of that year.</p> <p>(3) Upon the disestablishment of a district, the board is dissolved and the assets and liabilities of the board become the assets and liabilities of the City.</p>		
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