



City of  
**Peterborough**

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**To:** **Members of the General Committee**

**From:** **John Kennedy, City Clerk**

**Meeting Date:** **April 12, 2021**

**Subject:** **Report CLSCLK21-012**  
**Peterborough Downtown Business Improvement Area**  
**Appointments**

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## **Purpose**

A report to recommend appointments to the Peterborough Downtown Business Improvement Area (DBIA) Board of Management.

## **Recommendation**

That Council approve the recommendation outlined in Report CLSCLK21-012 dated April 12, 2021, of the City Clerk, on behalf of the Peterborough Downtown Business Improvement Area Board, as follows:

That Brianna Salmon, Judy Byrne, Laura Montague, Scott Murison, Susan Tung and Tracie Bertrand be recommended for approval to the Peterborough Downtown Business Improvement Area Board of Management, for a term to the 2022 AGM.

## **Budget and Financial Implications**

There are no direct budget or financial implications as a result of the adoption of the recommendation.

## Background

At the Council meeting of September 11, 2017, By-law 17-095 was passed which established new Terms of Reference for local business area boards. Council amended this by-law in September 2020 by passing By-law 20-057 which increased the Board compliment from seven members to thirteen members.

A letter was provided to Cynthia Fletcher, Commissioner of Infrastructure and Planning Services on February 28, 2021 (Appendix A), requesting that Council appoint Brianna Salmon, Judy Byrne, Laura Montague, Scott Murison, Susan Tung and Tracie Bertrand as new members of the DBIA Board of Management. This process is consistent with Article 18.1 of By-law 17-095 that states, "If a Board vacancy occurs for any cause, a person shall be selected by the Board to fill the vacancy for the unexpired portion of the term and shall be brought forward to Council for approval".

The DBIA advertised for these openings and accepted applications from February 1-15, 2021. The Board of Management met on February 24, 2021 and reviewed the applications received and are recommending the individuals listed above.

Article 16.1 of the above-mentioned by-law directs that, "nominees for appointment to a Board for each existing BIA are to be elected at Annual General Meetings (AGM) of the BIA membership held in Council election years". Consistent with the provisions in the by-law the terms for the new and existing Board positions will expire by the date of the AGM in 2022, which is the year of the next municipal election. The term of the directors of a Board is the same as the term of the Council in office at the time of his/her appointment. The by-law further directs (Article 14.7) that expired member(s) will maintain their position on the Board until a replacement has been appointed, as long as the member continues to be qualified.

Approving the six recommended appointees to the DBIA Board will eliminate any vacancies to the Board's thirteen positions.

Submitted by,

John Kennedy  
City Clerk

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Attachment: Appendix A – DBIA Letter February 28, 2021