

Downtown Surrey Business Improvement Association

Extraordinary General Meeting

Thursday, September 28, 2017 at 6:15 pm

City Centre Library, Room 120 – 10350 University Drive, Surrey, BC

Before the meeting commenced, the Board of Directors and DSBI staff were available to answer questions arising from the material distributed prior to the meeting and handed out upon arrival.

EGM Minutes

Thursday, September 28, 2017

Meeting called to order at 6:15 pm.

**Welcome & Introductions** by Bill Cunningham, Chair of the Downtown Surrey Business Improvement Association.

Members: 18 DSBI members representing 13 businesses and 44 properties

Special Guest: Kiran Kooner, Economic Development, City of Surrey

Guests: Feezah Jaffer, Surrey Food Bank and Jonquil Hallgate, Surrey Housing and Homelessness Task Force.

Note: one DSBI member representing one business and 11 properties attended via telephone not included in above count.

**Motion** to accept the Agenda.

**Moved/Seconded**: Mike Nielsen/Jamie Stewart. **Carried**: unanimously.

DSBI CEO, Elizabeth Model, explained the steps taken during the past eight months. This information can be found within the Renewal 2017 Document handed out to attendees and available on the DSBI website.

**MOTION 1**: To renew the Downtown Surrey Business Improvement Association for a five year mandate.

**Moved/Seconded**: James Stewart/Larry Fisher. **Carried**: unanimously.

**MOTION 2**: To adopt a levy strategy for the next five years as part of the BIA renewal process that provides for graduated increases to the following schedule:

|      |             |
|------|-------------|
| 2018 | \$1,074,400 |
| 2019 | \$1,106,632 |
| 2020 | \$1,139,831 |
| 2021 | \$1,185,424 |
| 2022 | \$1,232,841 |

**Moved/Seconded**: Wolfgang Degemann/Tako Van Popta. **Carried**: unanimously.



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**MOTION 3:** To adopt the 2018 budget as presented by the Board of Directors of the BIA.

Proposed DSBI Budget for 2018

**Revenue**

|                   |                  |
|-------------------|------------------|
| Levy              | 1,074,400        |
| Event Sponsorship | 32,000           |
| <b>Total</b>      | <b>1,106,400</b> |

**Expenses**

|                                   |                  |
|-----------------------------------|------------------|
| Board of Directors                | 18,600           |
| Finance & Audit                   | 14,100           |
| Government Relations              | 10,000           |
| Marketing                         | 99,300           |
| Events                            | 91,800           |
| Member Services                   | 30,000           |
| Economic Development              | 58,050           |
| Safety                            | 173,200          |
| Area Enhancement & Sustainability | 106,000          |
| Facilities/Office                 | 160,350          |
| Salaries/Wages/Benefits           | 345,000          |
| <b>Total</b>                      | <b>1,106,400</b> |

**Moved/Seconded:** Larry Fisher/Soleman Hashmi. **Carried:** unanimously.

**MOTION 4:** To accept the attached changes to our Bylaws as required by the new BC Societies Act.

**Moved/Seconded:** Rob Blackwell/Mike Nielsen. **Carried:** unanimously.

**To be noted: Televotes in favour of all Motions.**

The DSBI will now compile all the materials and activities and send them to the City's BIA Coordinator. City staff will prepare a Corporate Report for City Council. If everything is in order and acceptable, Council will proceed with formal notification of all registered commercial property owners by mail. Following this process, there is a 30 day objection period when owners opposed to the BIA Bylaw may register objections. Following this process, Council, through its Court of Revision, will reach a final decision regarding a new Bylaw early in 2018.

**MOTION:** To adjourn Extraordinary General Meeting at 6:25pm.

**Moved/Seconded:** James Stewart/ Soleman Hashmi **Carried:** unanimously

