



THE HEART OF ORLÉANS BIA ANNUAL GENERAL MEETING

Frequently Asked Questions

Q: What is the Annual General Meeting?

The Annual General Meeting (AGM) is the main opportunity each year for the Board to update our membership with a report of our activities for the year.

Q: What happens at the AGM?

The Board presents an annual report and financial statements for the past year. The Board also presents directions and budget for the following year. Every four years, Board members are elected at the AGM. The next election is November 2018.

Q: Who can attend the AGM?

BIA members – both property owners and their tenant businesses – are welcome to attend. Members in good standing can vote at the meeting. Members can be considered for Board positions during an election year. The BIA also invites local community partners outside the BIA to attend as non-voting guests.

Q: Am I a BIA Member?

If your commercial property or business falls within the BIA boundaries, you are automatically a member. Not sure? See Page 2 for more, or contact our Executive Director.

Q: What if I can't make it?

If you are a BIA member, you can arrange a proxy to vote on your behalf. Simply fill out an AGM Proxy

Form and submit it to the Executive Director by the RSVP deadline.

An electronic version of our annual report will be available to BIA members after the AGM.

Q: How do I get more involved in the BIA?

There are many ways to get involved. Please make sure you are on our Members email list and receiving communications from the BIA. Throughout the year, there are volunteer opportunities, you can participate in or host events, and we have several committees you can be a part of. Members are also welcome to attend our monthly Board meetings.

Focus on Governance

Q: How does the BIA operate?

BIAs are created by their municipal government through a By-law, as a local Board of Management. The BIA is not part of the City of Ottawa; however, the City provides assistance with financial monitoring, economic development, works with any public consultation process, and a host of other supports.

Q: Who works for the BIA?

We have a full-time Executive Director and an Assistant. A volunteer Board of Management is



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elected by members every four years. The City of Ottawa Councillors for Orléans and Innes Wards also sit as non-voting members on the Board.

Q: How is the BIA funded?

Members do not pay an annual membership fee to be a part of the BIA. Instead, it is funded through a levy as part of members' property taxes. This provides the BIA with steady, secure funding for its many activities.

The levy amount is proportionate to each property's assessed value.

Q: To whom is the BIA accountable?

In short, the BIA is accountable to you, our members. We do this through annual reporting, usually at the Annual General Meeting. Each year, financial statements are also audited by an independent third party. Finally, all budgets and financial statements are reviewed and approved by City Council.

Membership

Q: Who is considered a Member?

Members are commercial property owners and their tenants, as per the Heart of Orléans By-law:

1) Property Owners: Persons who are assessed, on the last returned assessment roll, with respect to rateable property in the area that is in a prescribed business property class.

2) Tenants: Tenants of such rateable property, who by the terms of their lease are responsible for part of the taxes that the tenant is required to pay under the tenant's lease.

Each BIA Member has one vote at the AGM. For example, each business has one vote (even if there are two or more people from that business who attend the AGM), and each property owner has one vote (even if he/she owns more than property in the BIA district).

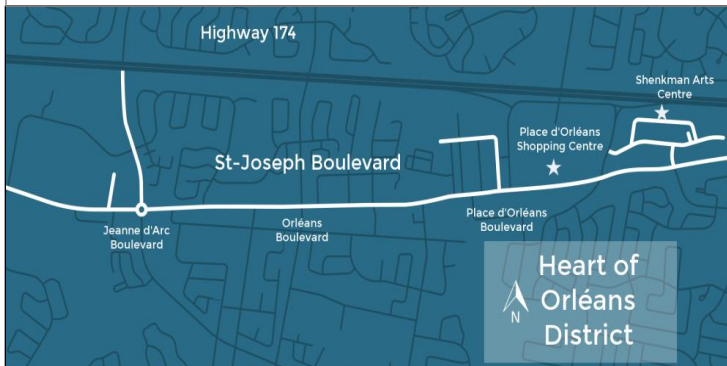
Associate members are more than welcome to attend, but do not have a vote.

More Information?

If you have any additional questions, please don't hesitate to contact the BIA office at the coordinates below.

The Heart of Orléans District

The Heart of Orléans BIA is a 4 km commercial section of St-Joseph Boulevard, between Youville Drive and Prestone Drive, with pockets at Jeanne d'Arc Boulevard, Place d'Orléans Drive and Centrum Boulevard.



Say hello.

web HeartofOrleans.ca

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Don't miss out – Register for the AGM by November 27th at HeartofOrleans.ca/AGM

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