



**Town of Tecumseh  
Business Improvement Area**

Board of Management

**To:** Mayor and Members of Council

**From:** Executives of the Board – Leo Demarce (Chair), Laura Carcelen (Vice Chair) & Sandra Zanet (Treasurer)

**Date to Council:** December 10, 2024

**Subject:** 2025 Business Improvement Area Proposed Budget

---

### **Background**

The Business Improvement Area (BIA) Board of Management is required to prepare a proposed budget for each fiscal year and hold one or more meetings of the members of the improvement area for discussion of the proposed budget.

The BIA Board of Management is then required to submit its approved budget to Town Council for consideration. The municipality may approve the BIA Budget in whole or in part, but may not add expenditures to it.

If the BIA Budget is approved by the municipality, the municipality will raise the amount required for the purposes of the BIA Board of Management and remit to the BIA. The Town establishes a special charge for the billing and collection of the BIA budget by way of an annual by-law and BIA levy.

The special charge is applicable to rateable property that is in a prescribed business property class within the improvement area boundary as established through By-law 2016-012.

### **Comments**

The BIA 2025 Proposed Budget was reviewed at the October 15, 2024 BIA Regular General Meeting and was approved (BBM - 49/24) for submission to the Town as presented.

The 2025 BIA Proposed Budget will have been presented to the BIA membership at the December 5, 2024 Annual General Meeting by BIA Chair, Leo Demarce. The 2025 BIA Proposed Budget requires a levy of \$300,000, a \$65,000 increase to the levy of 2024. The BIA 2025 Proposed Budget was received by Financial and Legislative Services in the form required by the municipality.

The 2025 BIA Proposed Budget, as approved by the BIA and as submitted to the Town for consideration, is included in this report as Attachment 1. The BIA 2025-2026 Strategic Plan as approved by the BIA is included in this report as Attachment 2.

The 2025 BIA Proposed Budget calls for a levy of \$300,000, an increase of \$65,000 to the 2024 BIA levy.

## Major 2025 BIA Initiatives

Major 2025 initiatives, as provided by the Tecumseh BIA, focus on:

- Marketing (including events) with social media, education talks, sector meetups, bi-annual mixers, members holiday event, seasonal farmers market support, community clean-up day and open-air market;
- Beautification with tree planters program, all-season white string lights, and digital signage at parkette;
- Membership with Tecumseh Dollars gift card program, bi-annual sales, and Associate Membership program; and
- Governance with Customer Relationship Management database and mass mailing, streaming board meetings, training and policies, and part-time administrator.

## Financial Implications

The BIA levy is applicable to commercial properties with taxable assessment within the BIA boundary as established through By-law 2016-012.

The Town bills the BIA levy by way of a special charge calculated on the Final Tax Notice of applicable properties and collects in the same manner as property tax. The Town remits installments to the BIA quarterly, with first installment due March 31.

There are no financial implications to the Town.

## Link to Town Strategic Priorities

Applicable	<a href="#">2023-2026 Strategic Priorities</a>
✓	Sustainable Growth: Achieve prosperity and a livable community through sustainable growth.

This report has been reviewed by Executives of the Board as indicated below.

Prepared by:

Kim McFadden  
BIA Coordinator

Reviewed by:

Leo Demarce  
Chair

Laura Carcelen  
Vice Chair

Sandra Zanet  
Treasurer

<b>Attachment Number</b>	<b>Attachment Name</b>
1	2025 BIA Proposed Budget
2	BIA 2025-2026 Strategic Plan