



City of Hamilton Report for Consideration

To: Mayor and Members
General Issues Committee

Date: April 9, 2025

Report No: PED25084

Subject/Title: Locke Street Business Improvement Area 2025
Budget and Schedule of Payments

Ward(s) Affected: Ward 1

Recommendations

- 1) That the 2025 proposed budget of the Locke Business Improvement Area, attached as Appendix A to Report PED25084, in the amount of \$108,575 **BE APPROVED**;
- 2) That the levy portion of the 2025 proposed budget of the Locke Street Business Improvement Area, in the amount of \$47,075, **BE APPROVED**;
- 3) That the General Manager of Finance and Corporate Services be hereby authorized and directed to prepare the requisite By-law pursuant to Section 208, the *Municipal Act, 2001* (the "Act"), to authorize the levy on qualifying properties within the Locke Street Business Improvement Area, as referenced in Recommendation of Report PED25084;
- 4) That the following schedule of payments to the Locke Street Business Improvement Area, representing the levy amount for 2025 **BE APPROVED**:
 - a) April: \$23,537.50;
 - b) June: \$23,537.50;

Note: Assessment appeals may be deducted from the levy payments. Business Improvement Area levies may only be disbursed once the proceeding years 2024 audit is complete.

Key Facts

This Report addresses the approval of the 2025 proposed budget and schedule of payments for the Locke Street Business Improvement Area.

Financial Considerations

The \$47,075 levy portion of the 2025 proposed budget of the Locke Street Business Improvement Area is raised and collected by the City pursuant to a special levy on the qualifying properties (commercial and industrial properties) within the Business Improvement Area boundaries. There is no cost to the City of Hamilton for the levy portion of the 2025 Proposed Budget of the Locke Street Business Improvement Area.

Provision of additional funding to the Business Improvement Area from the City of Hamilton (excluding the levy portion) such as through the Community Improvement Plan or other grant programs (the “Grant Programs”) is subject to City approval of the individual Grant Programs through the City’s budget process and is contingent on approval pursuant to the terms and conditions of the individual Grant Programs.

Background

At the Annual General Meeting of the Locke Street Business Improvement Area that took place on January 27, 2025, the Locke Street Business Improvement Area Board of Management presented its proposed budget for 2025 to the membership.

The process followed to adopt the Locke Street Business Improvement Area’s Budget for 2025 was in accordance with the *Ontario Municipal Act*, 2001, as amended, and the Business Improvement Area Procedure By-Law.

Analysis

As per Section 205(1) of the *Act* requires the board of management of each Business Improvement Area to annually prepare a proposed budget, and Section 205(2) of the *Act* requires the board of management to submit the proposed budget to council and provides that the municipality may approve it in whole or in part but may not add expenditures to it. Pursuant to section 205(3) of the *Act*, the board of management is prohibited from spending money unless it has been included within a budget approved by the municipality or in a reserve fund.

Alternatives

Not applicable.

Relationship to Council Strategic Priorities

- 1. Responsiveness & Transparency
 - 1.1. Build a high performing public service.

Previous Reports Submitted

Not applicable.

Consultation

Not applicable.

Appendices and Schedules Attached

Appendix A: Locke Street BIA Budget 2025

Prepared by: Cristina Geissler, Business Development and Business Improvement Area Officer, Commercial Districts and Small Business Section, Planning and Economic Development

Submitted and recommended by: Norm Schleeahn, Director Economic Development Business Investment and Sector Development, Planning and Economic Development