

Bill No. 50  
2025

By-law No. A.- \_\_\_\_ - \_\_\_\_

A by-law to raise the amount required for the purposes of the London Downtown Business Improvement Area Board of Management for the year 2025 in accordance with section 208 of the *Municipal Act, 2001*.

WHEREAS subsection 5(3) of the *Municipal Act, 2001 S.O. 2001, c.25*, as amended, provides that a municipal power shall be exercised by by-law;

AND WHEREAS section 9 of the *Municipal Act, 2001* provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS subsection 10(1) of the *Municipal Act, 2001* as amended provides that a municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

AND WHEREAS subsection 10(2) of the *Municipal Act, 2001* as amended provides that a municipality may pass by-laws respecting; the financial management of the municipality (paragraph 3) and services or things that the municipality is authorized to provide under subsection 10 (1) (paragraph 7);

AND WHEREAS By-law No. CP-2, as amended, provides for an improvement area to be known as the London Downtown Business Improvement Area and establishes a Board of Management for it known as the London Downtown Business Improvement Area Board of Management;

AND WHEREAS subsection 208(1) of the *Municipal Act, 2001* provides that the municipality shall annually raise the amount required for the purposes of the board of management (of a business improvement area);

AND WHEREAS section 23 of the *Municipal Act, 2001* provides that without limiting sections 9, 10 and 11 those sections authorize a municipality to delegate its powers under the *Municipal Act, 2001*;

AND WHEREAS it is deemed expedient to pass this by-law;

NOW THEREFORE the Municipal Council of The Corporation of the City of London enacts as follows:

1. That the budget for the 2025 fiscal year submitted by the London Downtown Business Improvement Area Board of Management attached as Schedule "A" is approved.
2. The amount to be raised by the Corporation for the 2025 fiscal year for the purposes of the London Downtown Business Improvement Area Board of Management and pursuant to subsection 208(1) of the *Municipal Act, 2001* is \$2,081,000.
3. A special charge is established for the amount referred to in section 2 of this by-law by a levy in accordance with By-law No. CP-2, as amended.
4. The special charge referred to in section 3 of this by-law shall have priority lien status and shall be added to the tax roll pursuant to subsection 208(7) of the *Municipal Act, 2001*.

5. The administration of this by-law is delegated to the City Treasurer who is hereby authorized and directed to do such things as may be necessary or advisable to carry out fully the provisions of this by-law.

6. This by-law comes into force and effect on the day it is passed subject to the provisions of PART VI.1 of the *Municipal Act, 2001*.

PASSED in Open Council on January 21, 2025 subject to the provisions of PART VI.1 of the *Municipal Act, 2001*.

Josh Morgan  
Mayor

Michael Schulthess  
City Clerk

First Reading – January 21, 2025  
Second Reading – January 21, 2025  
Third Reading – January 21, 2025

## Schedule "A"

### London Downtown Business Improvement Area 2025 Proposed Budget with 2024 Comparators Revenue Overview

Revenue Detail:	2023 Audited Actuals	2024 Approved Budget	2024 Projected Actuals	2024 Projected Variance	2025 Proposed Budget	Percentage of Total Revenue	Increase/Decrease over 2024	Percentage Budget Change over 2024
Municipal Special Levy	1,943,343	2,050,227	2,050,227	0	2,081,000	86.4%	30,773	1.5%
Tax Write Offs/Allowance	-220,009	-110,000	-20,000	90,000	-90,000	-3.7%	20,000	(18.2%)
<b>Net Municipal Special Levy</b>	<b>1,723,334</b>	<b>1,940,227</b>	<b>2,030,227</b>	<b>90,000</b>	<b>1,991,000</b>	<b>82.7%</b>	<b>50,773</b>	<b>2.6%</b>
Draw from Operating Fund	0	1,065,000	1,147,424	82,424	110,000	4.6%	-955,000	(89.7%)
COVID-19 Relief Funding	1,160,000	0	0	0	0	0.0%	0	N/A
City of London Downtown Relief Funding	0	0	0	0	300,000	12.5%	300,000	N/A
Interest Income	17,432	5,000	7,000	2,000	7,000	0.3%	2,000	40.0%
Miscellaneous Income	42,825	0	60,000	60,000	0	0.0%	0	N/A
<b>Total Revenue</b>	<b>2,943,591</b>	<b>3,010,227</b>	<b>3,244,651</b>	<b>234,424</b>	<b>2,408,000</b>	<b>100.0%</b>	<b>-602,227</b>	<b>-20.0%</b>

### Expenditure Overview

Expenditure Detail:	2023 Audited Actuals	2024 Approved Budget	2024 Projected Actuals	2024 Projected Variance	2025 Proposed Budget	Percentage of Total Expenditures	Increase/Decrease over 2024	Percentage Budget Change over 2024
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Administration								
Wages and Benefits	554,427	592,000	590,000	2,000	607,100	25.2%	15,100	2.6%
Telephone and Internet	9,549	9,500	9,600	-100	9,700	0.4%	200	2.1%
Stationery and Supplies	3,859	4,000	4,000	0	4,000	0.2%	0	0.0%
Insurance	8,068	8,700	9,720	-1,020	9,200	0.4%	500	5.7%
Legal, Audit and Professional Fees	9,739	9,000	9,075	-75	9,400	0.4%	400	4.4%

Expenditure Detail:	2023 Audited Actuals	2024 Approved Budget	2024 Projected Actuals	2024 Projected Variance	2025 Proposed Budget	Percentage of Total Expenditures	Increase/Decrease over 2024	Percentage Budget Change over 2024
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Administration (Continued)								
Purchase and Leasing Equipment	10,079	18,000	18,500	-500	18,800	0.8%	800	4.4%
Training/ Conferences	18,475	18,000	18,000	0	18,800	0.8%	800	4.4%
Meetings and Meals	1,342	4,000	3,000	1,000	3,850	0.2%	-150	(3.8%)
Subscriptions/ Memberships	6,987	4,500	4,500	0	4,700	0.2%	200	4.4%
Cleaning	10,583	9,200	5,300	3,900	3,000	0.1%	-6,200	(67.4%)
Board Development & Expenses	2,730	4,000	2,000	2,000	3,000	0.1%	-1,000	(25.0%)
Miscellaneous Expense	176	750	500	250	450	0.0%	-300	(40.0%)
<b>Total Administration</b>	<b>636,014</b>	<b>681,650</b>	<b>674,195</b>	<b>7,455</b>	<b>692,000</b>	<b>28.7%</b>	<b>10,350</b>	<b>1.5%</b>

Rent								
Rent and Hydro	80,513	112,000	88,213	23,787	101,000	4.2%	-11,000	(9.8%)
Move and Leaseholds	0	30,000	31,000	-1,000	0	0.0%	-30,000	(100.0%)
<b>Total Rent</b>	<b>80,513</b>	<b>142,000</b>	<b>119,213</b>	<b>22,787</b>	<b>101,000</b>	<b>4.2%</b>	<b>-41,000</b>	<b>(28.9%)</b>

Member Services								
Graffiti Removal	53,000	54,000	55,000	-1,000	56,500	2.3%	2,500	4.6%
Member Services and Retention	88,983	111,800	104,000	7,800	220,000	9.1%	108,200	96.8%
Annual General Meeting	4,830	8,400	5,000	3,400	8,000	0.3%	-400	-4.8%
OBIAA Conference Host	2,305	0	0	0	0	0.0%	0	N/A
Data Research	8,391	15,000	9,950	5,050	10,000	0.4%	-5,000	-33.3%
Communications and Marketing	197,364	226,650	228,000	-1,350	235,000	9.8%	8,350	3.7%
<b>Total Member Services</b>	<b>354,873</b>	<b>415,850</b>	<b>401,950</b>	<b>13,900</b>	<b>529,500</b>	<b>22.0%</b>	<b>113,650</b>	<b>27.3%</b>

Expenditure Detail:	2023 Audited Actuals	2024 Approved Budget	2024 Projected Actuals	2024 Projected Variance	2025 Proposed Budget	Percentage of Total Expenditures	Increase/Decrease over 2024	Percentage Budget Change over 2024
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Business Development								
Event Sponsorships	78,711	75,000	75,000	0	75,000	3.1%	0	0.0%
Downtown Gift Card Sponsorships	50,000	75,000	75,000	0	75,000	3.1%	0	0.0%
Grant Program Through MainStreet	161,424	137,500	100,000	37,500	140,000	5.8%	2,500	1.8%
Business Recruitment	140,000	95,000	95,000	0	55,000	2.3%	-40,000	(42.1%)
Planters	23,037	40,000	38,000	2,000	50,000	2.1%	10,000	25.0%
Public Realm/Art	16,938	33,000	65,000	-32,000	22,000	0.9%	-11,000	(33.3%)
Cleaning and Maintenance	222,472	215,500	216,000	-500	356,000	14.8%	140,500	65.2%
Downtown Relief Expenses	0	0	0	0	300,000	12.5%	300,000	N/A
Miscellaneous	0	1,227	0	1,227	1,000	0.0%	-227	(18.5%)
<b>Total Business Development</b>	<b>692,582</b>	<b>672,227</b>	<b>664,000</b>	<b>8,227</b>	<b>1,074,000</b>	<b>44.6%</b>	<b>401,773</b>	<b>59.8%</b>

COVID-19 Relief Expenses								
Grant Programs	12,576	600,000	637,424	-37,424	0	0.0%	-600,000	(100.0%)
Cleaning	0	230,000	230,000	0	0	0.0%	-230,000	(100.0%)
Marketing and Events	0	210,000	235,000	-25,000	0	0.0%	-210,000	(100.0%)
Beautification	0	25,000	45,000	-20,000	0	0.0%	-25,000	(100.0%)
<b>Total COVID-19 Relief Expenses</b>	<b>12,576</b>	<b>1,065,000</b>	<b>1,147,424</b>	<b>-82,424</b>	<b>0</b>	<b>0.0%</b>	<b>-1,065,000</b>	<b>-100.0%</b>

Expenditure Detail:	2023 Audited Actuals	2024 Approved Budget	2024 Projected Actuals	2024 Projected Variance	2025 Proposed Budget	Percentage of Total Expenditures	Increase/ Decrease over 2024	Percentage Budget Change over 2024
<b>Other</b>								
Harmonized Sales Tax	11,234	12,500	12,000	500	11,500	0.5%	-1,000	(8.0%)
Reserve Build Up	0	21,000	115,000	-94,000	0	0.0%	-21,000	(100.0%)
<b>Total Other</b>	<b>11,234</b>	<b>33,500</b>	<b>127,000</b>	<b>-93,500</b>	<b>11,500</b>	<b>0.5%</b>	<b>-22,000</b>	<b>-65.7%</b>
<b>Total Expenditure</b>	<b>1,787,792</b>	<b>3,010,227</b>	<b>3,133,782</b>	<b>-123,555</b>	<b>2,408,000</b>	<b>100.0%</b>	<b>-602,227</b>	<b>(20.0%)</b>
<b>Net Surplus / (Deficit)</b>	<b>1,155,799</b>	<b>0</b>	<b>110,869</b>	<b>110,869</b>	<b>0</b>			
<b>Draw from / (Contribution to) Operating Fund</b>	<b>-1,155,799</b>	<b>0</b>	<b>-110,869</b>	<b>-110,869</b>	<b>0</b>			
<b>Net</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>			

All figures subject to audit.

All figures subject to rounding.