

COUNCIL REPORT

M&C No.	M&C 2024-341
Report Date	December 03, 2024
Meeting Date	December 09, 2024
Service Area	Corporate Services

Her Worship Mayor Donna Noade Reardon and Members of Common Council

SUBJECT: 2025 Business Improvement Area Levy

OPEN OR CLOSED SESSION

This matter is to be discussed in open session of Common Council.

AUTHORIZATION

Primary Author	Commissioner	CAO
<i>Jonathan Taylor</i>	<i>Melanie Tompkins, KC</i>	<i>Brent McGovern</i>

RECOMMENDATION

1. That as recommended by the Board of Directors of Uptown Saint John Inc., Common Council approve the submitted 2025 Business Improvement Area budget.
2. That Common Council approve 1st and 2nd reading to amend the BIA Levy By-Law.

EXECUTIVE SUMMARY

Uptown Saint John Inc. submitted the 2025 Business Improvement Area (“BIA”) budget for Council’s consideration and approval.

The proposed budget of \$540,156 would maintain the current BIA levy rate of \$0.16 for each \$100 of assessed value on non-residential property within the BIA.

The required public notices have been advertised and no written objections to the budget have been submitted to the Clerk’s office.

Council may now proceed with approving the BIA budget and approving first and second reading of the BIA Levy By-Law.

PREVIOUS RESOLUTION

Council resolution of November 12, 2024:
RESOLVED that:

- 1) Common Council signal its intention to approve the 2025 Business Improvement Area budget submitted by Uptown Saint John Inc.
- 2) The City Clerk be directed to prepare the required newspaper notice, per s.6(2) of the *Business Improvement Areas Act*.

REPORT

The Business Improvement Area (“BIA”) in Uptown Saint John imposes a \$0.16 levy for each \$100 of assessed value on non-residential property within the BIA. The funds collected from the levy are administered by Uptown Saint John Inc. for BIA promotion and programming.

As provided in the *Business Improvement Areas Act*, Common Council is responsible for approving Uptown Saint John’s budget and the BIA levy.

The proposed 2025 BIA budget was submitted to Council at its meeting of November 12, 2024. The budget of \$540,156 would maintain the current levy rate of \$0.16 per \$100 of assessed property value.

Council adopted a resolution on November 12th to signal its intent to approve the 2025 BIA budget and to authorize the advertising of the public notices in the newspaper.

The legislation provides that the BIA budget cannot be approved if letters of objection to the budget are filed with the Clerk by one-third or more of non-residential users who would together be liable to pay one-third or more of the amount raised by the levy.

The BIA advertisement was published in the Telegraph Journal on November 14th and November 20th, 2024, with no letters having been received.

It is recommended that Council approve the 2025 BIA budget and approve first and second reading of the *Business Improvement Levy By-Law* amendment.

Subject to Council’s approval, the third and final reading of the by-law would take place on December 16, 2024.

INPUT FROM OTHER SERVICE AREAS AND STAKEHOLDERS

This report was prepared in consultation with the City’s Finance Department and Uptown SJ Inc.

ATTACHMENTS

- Letter to Council from Uptown SJ Inc. with 2025 Business Improvement Area Association Budget
- Business Improvement Levy By-law Amendment
- Public Notice