



Report to: General Committee

Meeting Date: May 6, 2025

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**SUBJECT:** 2025 Unionville Business Improvement Area and Markham Village Business Improvement Area Operating Budgets

**PREPARED BY:** Matthew Vetere, Manager, Tax & Assessment Policy

**REVIEWED BY:** Shane Manson, Senior Manager, Revenue & Property Tax

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**RECOMMENDATION:**

- 1) That the report titled “2025 Unionville Business Improvement Area and Markham Village Business Improvement Area Operating Budgets” dated May 6, 2025 be received; and
- 2) That the 2025 Operating Budget in the amount of \$388,350 for the Unionville Business Improvement Area (UBIA) be approved; and
- 3) That the 2025 Operating Budget in the amount of \$334,700 for the Markham Village Business Improvement Area (MVBIA) be approved; and further,
- 4) That Staff be authorized and directed to do all things necessary to give effect to this resolution.

**PURPOSE:**

To obtain Council approval of the UBIA and MBIA 2025 Operating Budgets.

**BACKGROUND:**

The Business Improvement Areas (BIAs) are designated geographic zones that include the historic Main Street districts of Unionville and Markham. These areas are established to support and enhance the vitality of local businesses through strategic promotion, beautification, and community events.

Each BIA operates with the goal of fostering a thriving commercial environment by coordinating marketing efforts, advocating for local merchants, and improving the public realm within their boundaries. In accordance with the Municipal Act, 2001, all BIAs are mandated to prepare and submit an annual operating budget to Council for review and formal approval, ensuring transparency, accountability, and alignment with broader municipal objectives.

**OPTIONS/ DISCUSSION:**

Unionville BIA (UBIA) Operating Budget

UBIA’s 2025 operating expenditure budget of \$388,350 reflects a reduction of \$48,150 from the previous year. A detailed comparison of the 2025 budget with the 2024 budget and audited actuals is provided in Appendix A.

As of year-end 2024, UBIA reported an accumulated surplus of \$112,919. Of this amount, \$32,919 will be allocated to support the 2025 budget, while the remaining \$80,000 is intended to be set aside as a reserve fund for future initiatives and the Unionville Festival / Old Tyme Xmas Events. The 2025 revenue budget maintains the Special Tax Rate levy at the same amount as the prior year at \$214,221.

Compared to the 2024 budget, the 2025 revenue budget decreased \$118,150 mainly due to the following items:

	<u>2025 Budget</u>	<u>2024 Budget</u>	<u>Incr. / (Decr.)</u>
Marketing Fund for Main Street Restoration	24,990	-	24,990
Sundry Revenue	22,720	13,911	8,809
Grant from Provincial Government	-	10,000	(10,000)
Unionville Festival	25,000	45,000	(20,000)
Sponsorships	28,500	50,000	(21,500)
Transfer from Surplus	32,919	133,368	(100,449)

The 2025 expenditure budget decreased by \$48,150 mainly due to the following items:

	<u>2025 Budget</u>	<u>2024 Budget</u>	<u>Incr. / (Decr.)</u>
Revitalization Related Expenses	40,000	-	40,000
Contracted Services	100,000	90,000	10,000
Advertising	27,000	18,000	9,000
Olde Tyme X'mas	34,000	30,650	3,350
Office Expenses	28,550	27,650	900
Retail Action Strategy	18,000	20,000	(2,000)
Business Support Program	-	6,000	(6,000)
Street Beautification	35,000	70,000	(35,000)
Event & Entertainment Promotion	103,600	172,000	(68,400)

The UBIA Management Board approved the budget on February 26, 2025 (Appendix B).

### **Markham Village BIA Operating Budget**

The MBIA budget includes an operating expenditure of \$334,700, consistent with the 2024 budget. The 2025 budget also draws on \$33,885 from the accumulated surplus as a funding source. A comparative breakdown with the 2024 budget and audited actuals is provided in Appendix C. The 2025 revenue budget maintains the Special Tax Rate levy at the same amount as the prior year to \$239,640.

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Although the MVBIA Board has not yet provided formal approval of the 2025 budget, they have confirmed their intention to maintain it at the 2024 level. Accordingly, staff have been advised to proceed with tabling the budget to fulfill legislative obligations.

**FINANCIAL CONSIDERATIONS**

The primary source of funding for the operating budgets of the Business Improvement Areas (BIAs) will be generated through a Special Tax Rate levy. This levy is applied specifically to commercial properties located within the geographic boundaries of each respective BIA. The Special Tax Rate is incorporated into the City's annual tax levy by law, ensuring that the necessary funds are collected in accordance with municipal legislative requirements.

**HUMAN RESOURCES CONSIDERATIONS**

N/A

**ALIGNMENT WITH STRATEGIC PRIORITIES:**

N/A

**BUSINESS UNITS CONSULTED AND AFFECTED:**

N/A

**RECOMMENDED BY:**

Joseph Silva  
Treasurer

Trinela Cane  
Commissioner, Corporate Services

**ATTACHMENTS:**

Appendix A - Unionville Business Improvement Area 2025 Budget

Appendix B - Unionville Business Improvement Area 2025 Budget Board meeting  
minutes

Appendix C - Markham Village Business Improvement Area 2025 Budget