



# Staff Report

## Finance – Revenue

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**Report To:** COW\_Finance\_Admin\_Fire\_Community\_Services  
**Meeting Date:** June 10, 2024  
**Report Number:** FAF.24.055  
**Title:** 2024 Thornbury Business Improvement Area Levy  
**Prepared by:** Amy Moore, Acting Treasurer

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### A. Recommendations

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THAT Council receive Staff Report FAF.24.055, entitled “2024 Thornbury Business Improvement Area Levy”;

AND THAT Council enact a By-law to Levy a Special Charge upon Rateable Property in the Thornbury Business Improvement Area.

### B. Overview

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This report presents the 2024 Thornbury Business Improvement Area (BIA) Levy.

### C. Background

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The *Municipal Act, 2001, S.O. 2001, c.25 (Section 208(1))* states that “The municipality shall annually raise the amount of money required for the purposes of the board of management, including any interest payable by the municipality on money borrowed by it for the purposes of the board of management.”

### D. Analysis

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At the Annual General Meeting of the Thornbury BIA on June 5, 2024, the BIA Board of Directors approved the proposed 2024 Thornbury Business Improvement Area Draft Budget. Council will consider the adoption of the 2024 Thornbury Business Improvement Area budget at the June 24, 2024 Council meeting.

If passed, the 2024 budget for the BIA levy requirement is \$89,300. The levy for 2023 was \$106,800.

The individual unit BIA levy amount for 2023 was \$875.41 (122 units) and in 2024 the levy amount will be \$744.17 (120 units).

Staff reviewed the 2024 BIA membership list with the Coordinator of the Thornbury BIA, Taylor Raffy and the Chair of the Thornbury BIA, Sarah Beveridge.

The 2024 BIA levy will be levied on the 2024 annual property tax bill with due dates of August 22, 2024 and October 22, 2024.

## **E. Strategic Priorities**

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### **1. Communication and Engagement**

We will enhance communications and engagement between Town Staff, Town residents and stakeholders.

### **2. Organizational Excellence**

We will continually seek out ways to improve the internal organization of Town Staff and the management of Town assets.

### **3. Community**

We will protect and enhance the community feel and the character of the Town, while ensuring the responsible use of resources and restoration of nature.

### **4. Quality of Life**

We will foster a high quality of life for full-time and part-time residents of all ages and stages, while welcoming visitors.

## **F. Environmental Impacts**

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None.

## **G. Financial Impacts**

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The balance in the BIA Reserves at December 31, 2023 was \$139,977.

## **H. In Consultation With**

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Sarah Beveridge, Chair Thornbury Business Improvement Area  
Taylor Raffy, Coordinator Thornbury Business Improvement Area

## **I. Public Engagement**

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The topic of this Staff Report has not been the subject of a Public Meeting and/or a Public Information Centre as neither a Public Meeting nor a Public Information Centre are required. However, any comments regarding this report should be submitted to Amy Moore, Acting Treasurer, at [tax@thebluemountains.ca](mailto:tax@thebluemountains.ca).

**J. Attached**

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1. 2024 Draft By-law to Levy a Special Charge upon Rateable Property in the Thornbury Business Improvement Area

Respectfully submitted,

Amy Moore  
Acting Treasurer

For more information, please contact:  
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**Report Approval Details**

Document Title:	FAF.24.055 2024 Thornbury Business Improvement Area Levy.docx
Attachments:	- 2024-By-law to Levy a Special Charge upon Rateable Property in the Thornbury BIA.pdf
Final Approval Date:	Jun 5, 2024

This report and all of its attachments were approved and signed as outlined below:

**Amy Moore - Jun 5, 2024 - 4:04 PM**