



Subject: Downtown Tillsonburg BIA Finances Follow-Up

Report Number: FIN 25-043

Department: Finance Department

Submitted by: Renato Pullia, Director of Finance/Treasurer

Meeting Type: Council Meeting

Meeting Date: Monday, December 8, 2025

RECOMMENDATION

THAT report titled “Downtown Tillsonburg BIA Finances Follow-Up” be received as information.

BACKGROUND

At its meeting of May 26, 2025, Council adopted the following resolution:

Resolution # 2025-181

Moved By: Councillor Parker

Seconded By: Councillor Rosehart

THAT the Downtown Tillsonburg BIA Board of Management be requested to provide additional information to Council as to how it has satisfied itself as to whether or not the anonymous letter received is vexatious, including:

- a) Enquiring of the noted six businesses of the records they may have on the alleged cash transactions, and reviewing the corresponding financial records of the BIA;
- b) Should such financial records of the businesses and of the BIA exist, to provide such records to the auditors as part of the 2024 fiscal audit;
- c) If clause a and b are not satisfied, that the matter be brought back to Council for direction on whether to proceed with a forensic audit.

DISCUSSION

The Town’s auditor has advised that parts a) and b) of the adopted resolution have been concluded satisfactorily, and that records of the transactions have been provided for 5 of the transactions, indicating a full audit trail of those transactions. The 6th transaction was an in-kind service, with records indicating the services provided.

As well, at its September 8, 2025 meeting, Council adopted the following resolution:

Resolution # 2025-301

Moved By: Councillor Spencer

Seconded By: Councillor Luciani

THAT Council reconvenes open session at 6:00 p.m. and reports the following from the Meeting Closed to the Public:

THAT the report via DTBIA Board of Management Delegation be received and that Council approves the following; and

Whereas, the Downtown Business Improvement Association Board of Management is a Board of the municipality; and

Whereas, Council made the Board and approves the Board members, the budget and is responsible for the wellbeing of the Board and organization; and

That Council hereby supports the Board with a letter of support and transparency to the public on communication platforms stating that:

1. The DTBIA Board of Management is a Board of Council;
2. That the mandate for the DTBIA Board of Management is promoting business and beautification;
3. That Town of Tillsonburg Council supports and defends the DTBIA Board of Management;

The letter of support was posted to the Town's Facebook page and its website at <https://www.tillsonburg.ca/news/town-of-tillsonburg-reaffirms-support-for-downtown-tillsonburg-bia-board/>

CONSULTATION

Millards Chartered Professional Accountants, Town Auditor; CAO.

FINANCIAL IMPACT/FUNDING SOURCE

Included as part of the Town's annual audit costs.

CORPORATE GOALS

How does this report support the corporate goals identified in the Community Strategic Plan?

- Lifestyle and amenities
- Customer service, communication and engagement

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- Business attraction, retention and expansion
- Community growth
- Connectivity and transportation
- Not Applicable

Does this report relate to a specific strategic direction or project identified in the Community Strategic Plan? Please indicate section number and/or any priority projects identified in the plan.

Goal – N/A

Strategic Direction – N/A

Priority Project – N/A

ATTACHMENTS

None.