



COUNCIL REPORT

Report Date: October 29, 2024
Contact: Chris Robertson
Contact No.: 604.873.7684
RTS No.: 16555
VanRIMS No.: 08-2000-20
Meeting Date: November 26, 2024
[Submit comments to Council](#)

TO: Vancouver City Council
FROM: General Manager of Planning, Urban Design and Sustainability
SUBJECT: Business Improvement Areas (BIA) Renewals and Expansion 2025

Recommendations

Cambie Village BIA Renewal:

- A1. THAT Council confirm the Cambie Village Business Association as the sponsor for the Cambie Village BIA.
- A2. THAT Council approve the commencement of a Council Initiative to renew the Cambie Village BIA, for a further term (5 years) commencing April 1, 2025;
FURTHER THAT Council forward the application of the Cambie Village Business Association to a hearing of the Court of Revision.
- A3. THAT the City notify property owners and tenants within the area (outlined in Appendix A1) of the proposed BIA renewal and levy.
- A4. THAT Council approve a 5-year (2025-2030) funding-ceiling of \$4,578,825 for the Cambie Village BIA, subject to Council approval of the renewal.

Collingwood BIA Renewal and Expansion:

- B1. THAT Council confirm the Collingwood Business Improvement Society as the sponsor for the Collingwood BIA.
- B2. THAT Council approve the commencement of a Council Initiative to renew and expand the Collingwood BIA, for a further term (7 years) commencing April 1, 2025;

FURTHER THAT Council forward the application of the Collingwood Business Improvement Society to a hearing of the Court of Revision.

- B3. THAT the City notify property owners and tenants within both the proposed renewal area and proposed expansion area separately (outlined in Appendix B1) of the proposed renewal levy, and the proposed combined renewal and expansion levy.
- B4. THAT Council approve a 7-year (2025-2032) funding-ceiling of \$2,184,459 for the Collingwood BIA, subject to Council approval of both the proposed renewal and the proposed expansion.
- B5. THAT Council approve a 7-year (2025-2032) funding-ceiling of \$1,792,226 for the Collingwood BIA, subject to Council approval of the proposed renewal but not the proposed expansion.

Hastings North BIA Renewal:

- C1. THAT Council confirm the Hastings North Business Improvement Association as the sponsor for the Hastings North BIA.
- C2. THAT Council approve the commencement of a Council Initiative to renew the Hastings North BIA, for a further term (7 years) commencing April 1, 2025;

FURTHER THAT Council forward the application of Hastings North Business Improvement Association to a hearing of the Court of Revision.
- C3. THAT the City notify property owners and tenants within the area (outlined in Appendix C1) of the proposed BIA renewal and levy.
- C4. THAT Council approve a 7-year (2025-2032) funding-ceiling of \$6,450,000 for the Hastings North BIA, subject to Council approval of the renewal.

Purpose and Executive Summary

The terms for three BIAs will expire on March 31, 2025 and must be renewed for a further term in order for the BIAs to continue operating. Additionally, the Collingwood BIA seeks to expand its boundary along Joyce Street from Kingsway to Wellington Avenue. BIA renewals and expansions are accomplished by Council approved By-laws in February of each year.

Prior to By-law approvals, the City conducts a formal notification process to inform affected property owners and businesses of the terms of the renewal and expansion activities, and to provide an opportunity for property owners and business operators to submit a response to the City. This report requests Council to initiate the notification process. The responses received will be tabulated and presented to Council in February with a recommendation on whether to approve the proposed BIA renewals and expansion.

Council Authority/Previous Decisions:

- Council Authority to establish, renew and expand BIAs by By-law is set out in [the Vancouver Charter, Part XXI](#).
- [Section 462 of the Vancouver Charter](#) was amended on September 23, 1998, to permit BIA terms of up to 20 years, as opposed to the previous 5-year limitation.
- Requirements for the notifications process and threshold for Council approval of a BIA formation, renewal or expansion are articulated in the [Vancouver Charter section 506](#) and Council adopted policy from July 30, 1992, [October 14, 1997](#), [November 28, 2017](#) and [March 7, 2023](#).

City Manager's Comments

The City Manager concurs with the foregoing recommendations.

Context and Background

Renewals

The by-laws for the Cambie Village, Collingwood, and Hastings North¹ Business Improvement Areas are set to expire at the end of March 2025. Each of the three managing BIA societies have asked that their applications be forwarded by way of Council Initiative to a Court of Revision (request letters to Mayor and Council are in appendices A2 – C2).

The table below summarizes the proposals for each BIA in undertaking renewal, including term and funding ceiling (i.e., the cumulative total that can be levied from the area over the term), and appendices where BIA boundaries, renewal request letters, and information about renewal outreach can be found.

Table 1: BIA Renewal Terms and Funding Ceilings

<u>BIA</u>	<u>Term</u>	<u>Funding Ceiling</u>	<u>Appendices</u>
Cambie Village BIA	5 years (2025 to 2030)	\$4,578,825	A
Collingwood BIA with Joyce Expansion	7 years (2025 to 2032)	\$2,184,459	B
Collingwood BIA without Joyce Expansion	7 years (2025 to 2032)	\$1,792,226	B
Hastings North BIA	7 years (2025 to 2032)	\$6,450,000	C

¹ The Hastings North BIA, Hastings North BIA Expansion Area, and the Hastings North BIA Expansion Area #2 are all set to expire in March 2025 and will be consolidated as the Hastings North BIA under one by-law instead of three at renewal, following an established practiced through s.458 of the *Vancouver Charter*.

Collingwood BIA Expansion

The Collingwood Business Improvement Society proposes to expand their boundary concurrent with the renewal of the existing BIA.

The proposed expansion is along Joyce Street from Kingsway to Wellington Avenue, containing approximately 44 commercial properties and 46 licensed businesses. If the expansion receives opposition below 50%, the expansion can be included under one by-law with the renewing existing area (Recommendation B.4). If the opposition does not warrant proceeding with the expansion, the existing area could renew without the expansion area (Recommendation B.5). Based on the initial results from BIA outreach activities, the Collingwood Business Improvement Society believes the expansion is supported. The BIA has approved budgets for both scenarios at the annual AGM. The process for confirming support for renewals and expansions, including a formal city led notification process, is outlined below.

BIA Renewal/Expansion Process

Renewals and expansions are accomplished through By-laws approved by City Council in February of each year. Prior to these approvals, the *Vancouver Charter* and City policy outline a process to inform affected businesses and property owners of the proposals, and to provide an opportunity to object prior to Council decision in February.

The process involves the following steps:

1. BIA societies consult with affected businesses and property owners to refine their proposal and assess sentiment (outline of outreach that took place over the last year in Appendices A2 – C2)
2. Resolutions to proceed are endorsed by vote of membership at Annual General Meetings. This was completed in fall of 2024.
3. BIAs request that Council consider their renewal or expansion proposal and forward their application to the Court of Revision. This report contains the BIAs formal renewal requests letters (Appendices A2 – C2).
4. Council initiates the notification process for each BIA through approval of the recommendations in this report. Specifically, this step of renewal requires Council approval of the following: a) to confirm the BIA society as sponsor of the BIA; b) based on BIA led engagement to date, to approve a Council Initiative to renew the BIA, which means the City will notify the affected property owners and tenants prior to Council approval or rejection of the Initiative; c) to forward the renewal application to Court of Revision, and; d) subject to final Council approval, to approve the proposed funding ceiling for the proposed BIA renewal term.
5. In February of 2025, staff will return to Council with a report on the responses received between the start of December and end of January, including a recommendation on whether to proceed with the renewals and expansion described here.

Per the *Vancouver Charter*, Council must not proceed with the initiative if more than half of assessed owners representing more than half of commercially assessed value in the area object to the renewal or expansion initiative. Further, Council Policy provides that the initiative will generally not proceed if more than one-half of commercial tenants submit objections. A notification letter outlining options for businesses and property owners to provide feedback on proposed renewals and expansions is provided to all affected property owners and businesses. Staff continue to work with the BIA Partnership to improve the process for collecting feedback from business and property owners.

Discussion

Renewals

The three renewing BIAs have completed consultation with affected BIA property and business owners regarding BIA renewal and cost (“BIA outreach”). Resolutions regarding the proposed renewal terms and funding ceilings have been approved at the BIAs’ respective Annual General Meetings held this fall. An outline of renewal outreach for all three BIAs seeking renewal are provided in Appendices A2 through C2.

The results of the BIA outreach activities indicate support at this stage in the process. It is recommended that the renewal applications be forwarded to Court of Revision and the formal notification to BIA members be initiated to ensure all impacted business and property owners have an opportunity to respond.

The Hastings North BIA is consolidating two recent expansion areas with the main village area. Specific engagement with the affected property and business owners in the recent expansion areas is noted in Appendix C as part of the letter to Council is supportive with no concerns.

Collingwood BIA Expansion

The Collingwood Business Improvement Society has completed consultation with affected property and business owners in the expansion area and in the existing BIA boundary regarding the proposed expansion and cost (“BIA outreach”). Resolutions regarding the proposed term and funding ceiling for the renewal with and without the expansion area were approved at the Collingwood Business Improvement Society Annual General Meeting held September 16th, 2024. An outline of expansion outreach is provided in Appendix B2 attached to the letter to Council.

Based on results from outreach activities, the Collingwood Business Improvement Society believes the expansion is supported.

It is recommended that the Collingwood Business Improvement Society’s expansion application be forwarded to Court of Revision and the formal City notification to the proposed expansion-area businesses and property owners be initiated. If the responses received by the City Clerk indicate very little to no opposition to the proposed expansion by impacted expansion area businesses and property owners, staff will recommend the expansion be folded into the proposed BIA renewal under one by-law in the February report, as requested by the Collingwood Business Improvement Society.

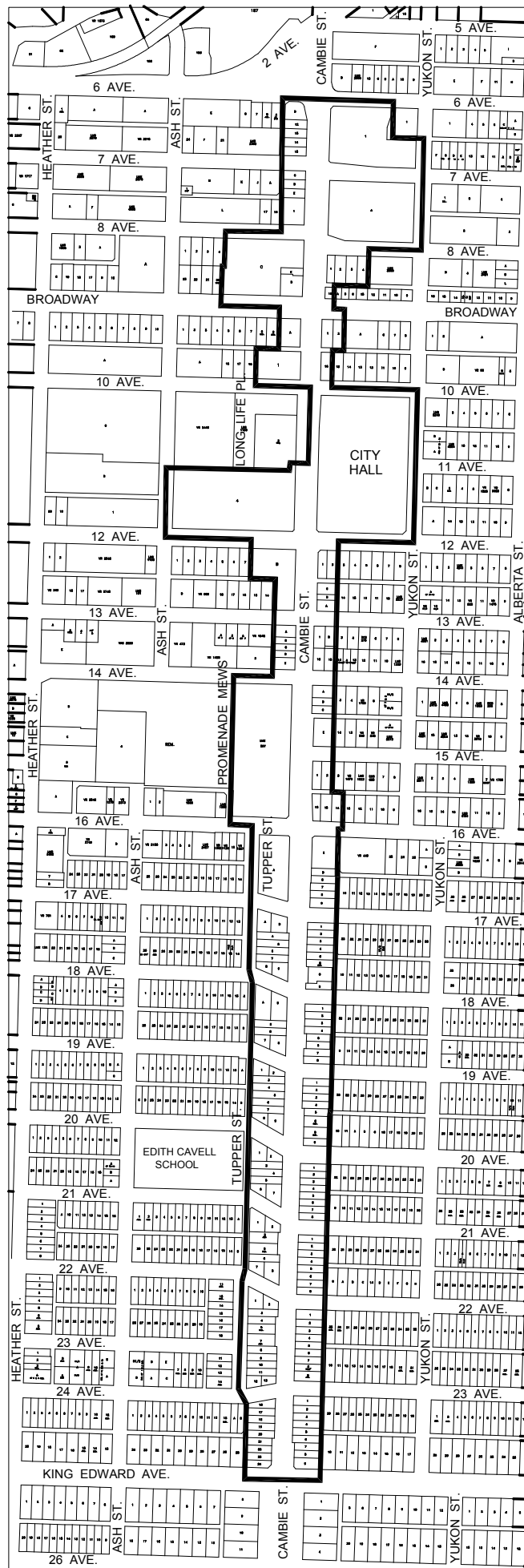
Financial Implications

There are no financial implications associated with this report’s recommendations.

Legal Implications

There are no legal implications associated with this report’s recommendations.

* * * * *





October 11th, 2024

Mayor Ken Sim & Members of Council
% Graeme Jones, BIA Office
City of Vancouver
453 W12th Ave
Vancouver, BC V5Y 1V4

Dear Mayor Sim and Council,

Proposed Five Year Renewal of Cambie Village Business Association 2025/26 to 2029/30

On behalf of the Directors and Members of Cambie Village Business Association (CVBA), I hereby request that Vancouver City Council consider our application to renew the CVBA for a 5-year term, commencing April 1st, 2025.

Our renewal process began in early 2022 with meetings and surveys of our members to discuss both the requirements and activities for the renewal process. Based on the feedback from our outreach and member comments, we developed a draft budget reflecting member priorities and the continuation of the current success of Cambie Village. At our Annual General Meeting, held on September 24th, 2024 the membership was updated on the renewal and presented with a five-year budget and funding ceiling. The membership voted to support the five-year renewal budget, recognizing the five year funding ceiling at \$4,578,825.

Please consider this letter to be the Cambie Village Business Association's formal BIA application as required by the City's BIA program.

Should you have any questions about the BIA renewal, please feel free to contact me.

Thank you for your time and consideration of our BIA renewal request.

Sincerely,

A handwritten signature in black ink, appearing to read "Rania Hatz".

Rania Hatz, Executive Director
Cambie Village Business Association
The Heart of Vancouver®
604-618-7557 office
604-710-2954 mobile



CVBA Renewal 2024 - Summary of Outreach

2023 – September AGM

- CVBA Executive Director advises Membership of impending Renewal for the following AGM

2024 – February to August

The Cambie Village Business Association launches a new season of Members' only events to gather feedback while giving members a chance to socialize at the same time.

- February 15th, 2024 – Jade Boardroom, Small Business BC
- June 13th, 2024 – Caffe Artigiano
- June 19th 2024 – Monsoon Indian Cuisine
- August 2024 – Door to Door Survey
- September 18th, 2024 – Miso Taco

2024 February to September – Outreach Events

- Executive Director, staff, and Board members worked on bringing together members, advising them of a Renewal and having them fill out surveys. Feedback was considered when creating a budget and proposed length of a five year term instead of a seven year term.

2024 – September – Board meeting

- The Board of Directors agreed to propose a five year term for renewal rather than a seven year term, having seen the difficulty of financial forecasting so far in advance and the impact COVID had on the price increases in all areas. The Board approved the five year budget that was to be presented at the AGM.

September 2023 - AGM



- Notice of Annual General Meeting: informed merchants and property owners of the AGM, the Renewal, and the proposed 5 Year Budget.
- Official AGM packages mailed to all member businesses and property owners

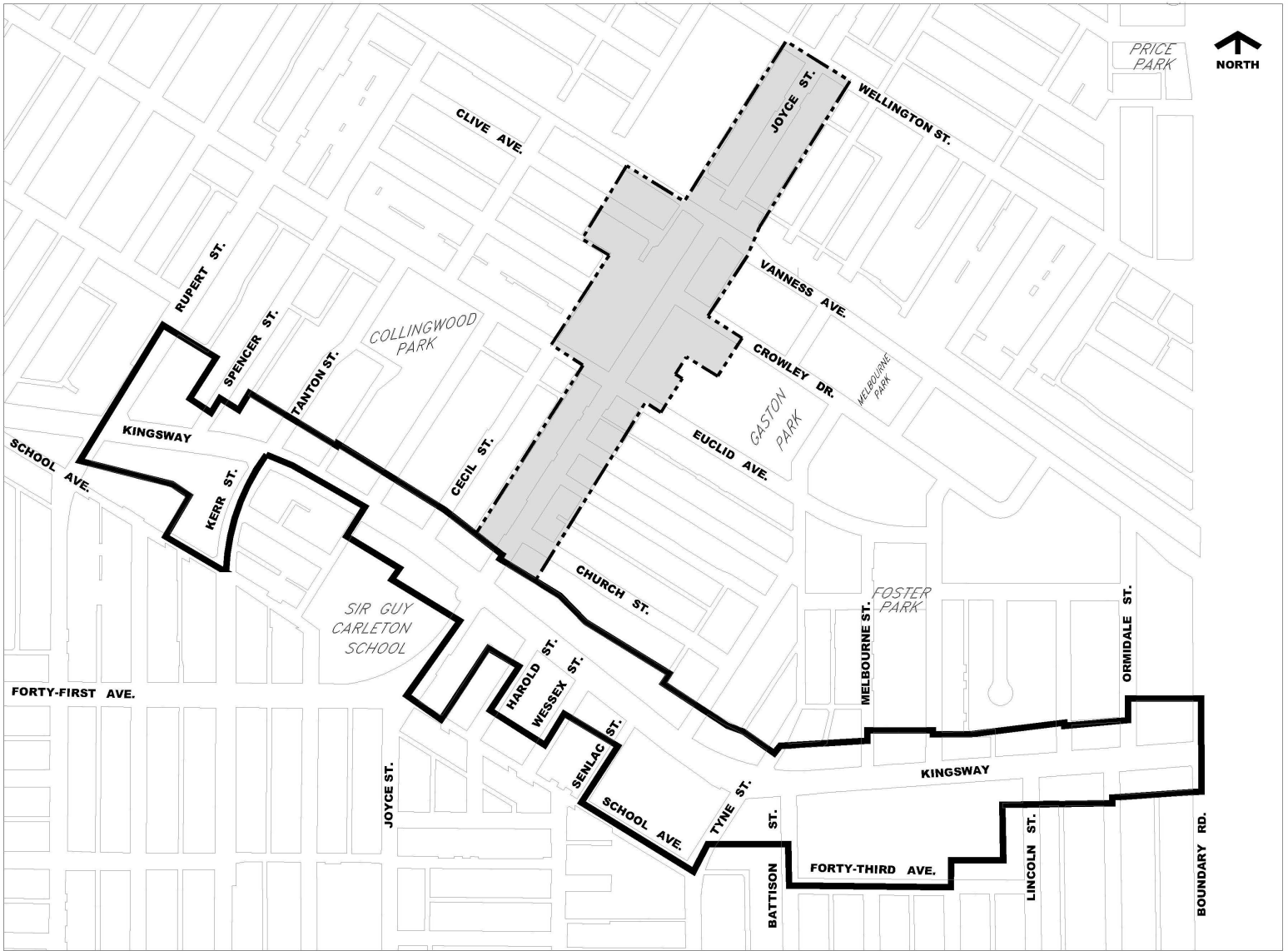
September 24th, 2024 - AGM

- Members voted and approved the proposed 5 Year Budget and funding ceiling for the Cambie Village Business Association. The Executive Director informed Grame Jones of the BIA office at the City of Vancouver.

APPENDIX B1

LEGEND:

-  Existing Collingwood BIA
-  Proposed Expansion Area



Collingwood B.I.A. & Proposed Expansion Area



#300 – 3665 Kingsway, Vancouver, BC, V5R 5W2

T: 604.639.4403 E: angela@shopcollingwood.ca

shopcollingwood.ca

October 11, 2024

Mayor Ken Sim & Members of Council
c/o Graeme Jones, BIA Program Coordinator
City of Vancouver
453 West 12th Avenue
Vancouver, BC
V5Y 1V4

Dear Mayor Sim and Council,

Proposed Renewal & Expansion to include Joyce Street (Kingsway to Wellington Avenue) of the Collingwood Business Improvement Association

On behalf of the Directors and members of the Collingwood Business Improvement Association (CBIA), I hereby request that Vancouver City Council consider our application to renew the Collingwood BIA for a 7 – year term, commencing April 1, 2025 and the expansion of the CBIA boundaries.

Our renewal process began immediately after the 2023 Annual General Meeting. The CBIA began to have discussions with members at the AGM. A survey the property owners and businesses in the CBIA. Based on the feedback from the survey, member priorities continue to be clean and safe streets, street enhancements and beautification projects along with marketing and events. The members are supportive of renewing the CBIA to continue and expand on the level of service and programming.

At September 24, 2024, Annual General Meeting, the membership was presented with the seven year budget and voted to support a seven-year budget which includes the expansion area. The levy for 2025-2026, at \$300,000.00. The CBIA is proposing to expand the current boundaries to include commercial properties and businesses along Joyce Street from Kingsway to Wellington Avenue, Vancouver, BC. (see proposed map for expansion). The membership voted to support the seven-year renewal, expansion area and the seven-year funding ceiling.

The membership was also presented with a seven-year budget, in the event that the expansion is not approved in February 2025. The members voted to approve a seven-year budget with the CBIA boundaries remaining as it is currently. The proposed levy for 2025-2026 is \$243,340.00. The membership voted to support the seven-year and the seven-year funding ceiling.

Please consider this letter to be Collingwood BIA's formal BIA application as required by the City's BIA Program.

Should you have any questions about the BIA renewal and expansion process for the Collingwood BIA, please contact me.

Thank you for your support in the BIA program and for your consideration for our BIA renewal and expansion request.

Sincerely,

Linda Doan
President
Collingwood BIA

Summary of Outreach Prior to Collingwood BIA Renewal & Expansion

Expansion:

-2022 CBIA board of directors, approved to explore expanding the CBIA boundaries to include Joyce Street from Kingsway to Wellington Avenue.

-The CBIA has been working the businesses and organizations along Joyce for over ten years.

- June 14, 2022 – First Information meeting with businesses and organizations along Joyce Street. Held at the Collingwood Neighbourhood House. Peter Vaisbord was present to help answer any questions. There were approximately 10 businesses attending.
- August 2023 – Surveys were mailed to the property owners on Joyce Street and hand delivered to the businesses on Joyce Street.
- Results indicated that the businesses were interested in joining the CBIA. Their major concerns were graffiti, litter on the street and parking.
- September 2023 – Annual General Meeting, Joyce Street property owners and businesses were invited to attend the AGM and for an information and networking meeting.
- March 2024 – Second survey sent Joyce Street businesses. There was the third Information meeting held via Zoom -10 attended.
- August 2024 – The fourth and fifth Information meeting via Zoom was attended by 9 businesses.
- September 2024 – Joyce Street businesses and organization were invited and attended the CBIA AGM.

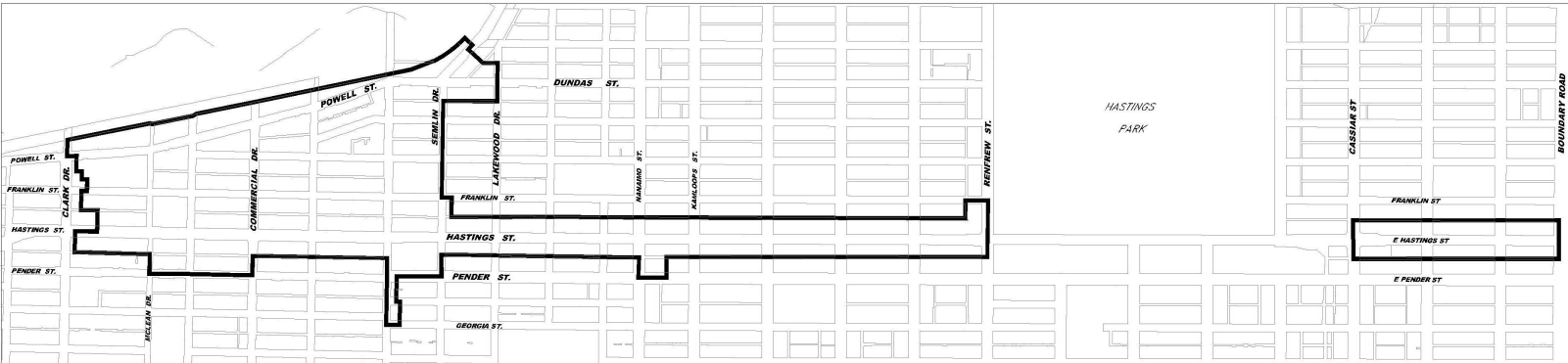
Renewal – Surveys were distributed to all CBIA members in March 2024. Survey included information about the renewal and the proposed expansion.

An Information meeting held via Zoom in May 2024, and survey results were all positive to renew the CBIA. Members are satisfied with the services and programs the CBIA provides. Especially, the graffiti removal program.

September 24, 2024 - Annual General Meeting: members voted and approved the 7-year renewal and proposed expansion area budgets.

APPENDIX C1

Schedule A



Hastings North B.I.A.





Hastings North Business Improvement Association

October 2, 2024

Mayor and Council
c/o Graeme Jones, Coordinator
BIA Program /Business District Initiatives
City of Vancouver
Vancouver, BC, V5Y 1V4

Re: Proposed Renewal of the Hastings North Business Improvement Association

Dear Mayor Sim and Council,

On behalf of the membership and Directors of the Hastings North Business Improvement Association (HNBIA), I am requesting that Vancouver City Council consider our application to renew the HNBIA mandate for a seven-year term effective April 1, 2025 for the business improvement area managed by the HNBIA.

The HNBIA encompasses the area from Boundary Street west on Hastings Street to Clark Drive, North on Clark Drive to the CN right of way. It is a unique area as we combine both a vibrant retail district and a portion of the Powell Street Light Industrial Area an important manufacturing and light industrial district within the city. In 2015 the HNBIA expanded to encompass the area west of Commercial Drive to Clark and north to the CN right of way, and north along Semlin Drive to Hastings Street. This area also includes two blocks of Pender and east along Dundas from Wall Street to Lakewood. This first expansion area represents light industrial north of Hastings Street and retail/industrial along Hastings Street. Then in 2020 at the request of PCI we expanded east from Cassiar Street to Boundary Road. This area has been under development but we are now seeing new residents and businesses come into the community. It has a very active residential component with whom we have also connected.

The HNBIA was formed by the businesses and the city in 2001 and has overseen many changes in the neighbourhood. It has had a positive impact in the area as graffiti is consistently being removed, the sidewalks and landscaping is maintained, the area is promoted and beautification projects and events have been undertaken. The first expansion was approved by the city in 2015 and the second in 2020 as the success of the original area was seen as an impetus to expand and assist those businesses situated outside the HNBIA.

The HNBIA is pleased to have become an integral community member of the area and is part of many successful partnerships both with community members and other community organizations. We have worked on many different projects with other neighbourhood members and look forward to continuing these partnerships and programs in the community. It will be



Hastings North Business Improvement Association

exciting to see the positive changes that have been initiated continue into the future in this vibrant, eclectic important neighbourhood in east Vancouver.

Our renewal process commenced in 2023 with the mandate renewal announcement at the September 2023 AGM. Since that time the Board of Directors has undertaken a number of outreach activities to both inform and enable our members to have input into the renewal process. We undertook an updated strategic visioning process as well as a full strategic marketing plan to enable us to move forward with new actions for the next stage of the HNBIA and to inform the budget process. We note that the original HNBIA area and each of the expansion areas were surveyed and given every opportunity to have input into the process and as a result we have included some new initiatives in all these areas to ensure that we achieve a safe, vibrant and successful commercial neighbourhood. The renewal mandate, budget and seven-year financial cap were unanimously passed at our Annual General Meeting in September 2024 by our membership.

Please accept this letter as our formal BIA application as required by the City's BIA program. The City's BIA Program Coordinator is aware of this proposal and will be copied on this letter.

If you have any questions regarding the HNBIA or the work we have achieved to date, please do not hesitate to contact Patricia Barnes, the Executive Director of the HNBIA.

Sincerely,

HASTINGS NORTH BUSINESS IMPROVEMENT ASSOCIATION

Patricia Barnes
Executive Director