

The Downtown Nanaimo Business Association (DNBA) has requested a bylaw be adopted to establish a Business Improvement Area (BIA) in downtown Nanaimo.

The City of Nanaimo would collect a levy from the impacted Class 5 (Light Industry) and Class 6 (Business/Other) properties as part of the annual property taxes. Those funds would then be paid to the DNBA. The DNBA uses the funds for various programs and projects that improve and promote the downtown Nanaimo area including marketing, events, undertaking beautification initiatives, and advocating for the community.

In accordance with the *Community Charter*, and with the 'Council Initiative – Petition Against' process, a BIA will not proceed if, within the 30-day notice period, more than 50% of the property owners in the area, representing more than 50% of the assessed value according to the last property assessment, give notice in writing that they object to the BIA.

IF YOU SUPPORT THE ESTABLISHMENT OF THE DNBA BIA

If you support the proposed Business Improvement Area Bylaw, no further action is required. The City is conducting a "petition against" process for the proposed bylaw, which means that doing nothing tells City Council that you support this initiative.

IF YOU OPPOSED THE ESTABLISHMENT OF THE DNBA BIA

If you oppose the proposed Business Improvement Area Bylaw, impacted property owners may petition against it. Only property owners can petition against the initiative. Where a property is owned by more than one owner, a majority of the owners must sign the petition against for it to be counted in relation to that property. To submit a petition:

1. Any person who is the owner of a parcel subject to the BIA levy may petition against the proposed Business Improvement Area Bylaw during the 30-day period from October 30, 2025 to November 28, 2025.
2. Petitions must be legible, signed by the owner(s) of the parcel subject to the BIA levy representing at least 50% of the ownership. A copy of the "Petition Against" form can be accessed in one of three ways:
 - Enclosed with the "Notice of Intention to Adopt the Downtown Nanaimo Business Association Business Improvement Area Bylaw 2025, No. 7395 for a Five-Year Period from Jan. 1, 2026 to Dec. 31, 2030" sent on October 23, 2025
 - Online at www.nanaimo.ca/Goto/DNBARenewal
 - Pick up from City Hall at 455 Wallace Street, Nanaimo between Mondays and Fridays from 8:30am - 4:30pm, excluding statutory holidays.

The original signed petition against must be dropped off, couriered, or mailed to 455 Wallace Street, Nanaimo, BC V9R 5J6

The deadline for submitting a petition against is on Friday, November 28, 2025 at 4:30pm.

NEXT STEPS

Date	Description
October 30, 2025	30-Day Petition Against Process Begins at 8:30am
November 28, 2025	30-Day Petition Against Process Ends at 4:30pm
December 15, 2025	Proposed Adoption of the Downtown Nanaimo Business Association Business Improvement Area Bylaw 2025, No. 7395

HOW IS THE LEVY CALCULATED

The DNBA has requested that the City collect the following levy over the next 5 years:

Year	Levy Requested	Fixed Amount/parcel	Maximum Variable Amount
2026	\$160,000.00	\$287.98	\$6,863.69
2027	\$161,616.00	\$290.89	\$6,933.01
2028	\$163,248.32	\$293.83	\$7,003.03
2029	\$164,897.13	\$296.80	\$7,073.76
2030	\$166,562.59	\$299.80	\$7,145.21

The levy comprises of a fixed amount per property as well as a variable amount applied to each \$1,000 of taxable assessment over \$275,000. The variable amount is calculated annually in May.

QUESTIONS ABOUT THE DOWNTOWN NANAIMO BUSINESS ASSOCIATION?

To find out more about the DNBA's services and programs, including their budget, please email info@downtownnanaimo.ca.

QUESTIONS ABOUT THE PROCESS?

To find out more about the process, please visit www.nanaimo.ca/Goto/DNBARenewal or contact Ana Francisco, Manager, Revenue Services at Ana.Francisco@nanaimo.ca or 250-755-4413.