



## Abbotsford Downtown Business Improvement Area Bylaw, 2025

Bylaw No. 3618-2025

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The Council of the City of Abbotsford, in open meeting assembled, enacts as follows:

### Definitions

- 1 In this bylaw:

**"Abbotsford Downtown Business Association"** means the local service established under section 4;

**"City"** has the same meaning as in the *Interpretation Bylaw*;

**"Collector"** means the City officer assigned responsibility as collector of taxes for the City;

**"Council"** has the same meaning as in the *Interpretation Bylaw*;

**"Financial officer"** has the same meaning as in the *Delegation of Authority Bylaw*.

**"taxable property"** means land and improvements that are:

- (a) within the Abbotsford Downtown Business Improvement Area;
- (b) classified as Class 5 [*light industry*] or 6 [*business and other*] property class under the *Prescribed Classes of Property Regulation* BC Reg. 438/81; and
- (c) required to pay municipal property taxes under the *Community Charter*, SCB 2003, c. 26 regardless of any permissive tax exemptions that may be granted by bylaw.

### Interpretation

- 2 The *Interpretation Bylaw* applies to this bylaw.

### **Area designation**

**3** Those lands located within the boundaries of the area shown boldly outlined on the map attached as Schedule "A" are designated as the Abbotsford Downtown Business Improvement Area.

### **Abbotsford Downtown Business Association**

**4** The Abbotsford Downtown Business Association is established to provide for the planning and implementation of a business promotion scheme.

### **Business improvement area service**

**5** (1) Subject to subsection (2) and all other conditions and limitations of this bylaw, Council will award to the Abbotsford Downtown Business Association an annual grant of up to \$757,050.

(2) The annual grant established in subsection (1) will be increased annually by a compound rate of up to 3% in each succeeding year of the term of this bylaw.

(3) Beginning in 2026, Council may grant up to the following amounts, and thereafter in each succeeding year until 2035, in accordance with section 13 [Term and expiry]:

(a) \$757,050 (2026)

(b) \$779,762 (2027)

(c) \$803,154 (2028)

(d) \$827,249 (2029)

(e) \$852,066 (2030)

(f) \$877,628 (2031)

(g) \$903,957 (2032)

(h) \$931,076 (2033)

(i) \$959,008 (2034)

(j) \$987,779 (2035)

(4) The total maximum amount to be granted to the Abbotsford Downtown Business Association during the term established in section 13 [Term and expiry], corresponding to the period from 2026 to 2035, must not exceed \$8,678,729, as set out in subsection (3) of this section.

### **Annual budget review**

**6** On or before the 15<sup>th</sup> day of March in each year during the term of this bylaw, the Abbotsford Downtown Business Association must submit an annual budget to Council for approval.

### **Annual budget approval**

**7** If Council approves the annual budget referred to in section 6 [Annual budget review], Council must pay the annual grant of money referred to in section 5 [Business improvement area service] to the Abbotsford Downtown Business Association, which if awarded, must be paid on or before the 15<sup>th</sup> day of August in each year during the term of this bylaw.

### **Local service tax levy**

**8** (1) A local service tax, in the form of a property value tax under Division 3, Part 7 of the *Community Charter*, must be imposed on all taxable property in each of the years indicated in section 5 (3) (a) to (j), in amounts sufficient to recover the sums awarded to the Abbotsford Downtown Business Association as outlined in section 5.

(2) The local service taxes collected under this section must be included in the City's real property tax roll for the years indicated in section 5 and are payable to and collected by the Collector in the same manner as other rates shown on the real property tax roll.

### **Expenditure**

**9** (1) Only the Abbotsford Downtown Business Association may expend the annual grant of money referred to in section 5 [Business improvement area service].

(2) The Abbotsford Downtown Business Association must expend the annual grant of money referred to in section 5 [Business improvement area service]

- (a) in accordance with the conditions and limitations set out in this bylaw, and
- (b) only for the following business promotion schemes:
  - (i) conducting studies or making reports relating to the Abbotsford Downtown Business Improvement Area;
  - (ii) improving, beautifying or maintaining streets, sidewalks, or City-owned lands, buildings or structures within the Abbotsford Downtown Business Improvement Area;
  - (iii) removing graffiti from buildings and other structures within the Abbotsford Downtown Business Improvement Area; and
  - (iv) encouraging businesses within the Abbotsford Downtown Business Improvement Area.

### **Accounting**

**10** (1) On or before the 28<sup>th</sup> day of February in each year during the term of this bylaw, the Abbotsford Downtown Business Association must account for all money granted under this bylaw during the previous year by submitting for Council's approval a financial statement.

(2) The financial statement referred to in subsection (1) must

- (a) include a balance sheet and a statement of revenue and expenditure, and
- (b) be prepared on a calendar-year basis in accordance with generally accepted accounting principles.

### **Indebtedness**

**11** The Abbotsford Downtown Business Association must not incur any indebtedness or other financial obligations beyond its approved budget in each year.

### **Insurance**

**12** (1) The Abbotsford Downtown Business Association must obtain and maintain in force during the term of this bylaw a policy or policies of comprehensive general liability insurance from insurers licensed to conduct business in British Columbia;

(2) The comprehensive general liability insurance referred to in subsection (1) must include the following:

- a. coverage for bodily injury and property damage;
- b. the City, its officers, agents, employees and volunteers as a named insured;
- c. a cross liability clause;
- d. minimum liability coverage of \$5,000,000 per occurrence for bodily injury and property damage; and
- e. minimum 30 days' written notice to the City of cancellation or material change of the

insurance.

(3) On or before the 15<sup>th</sup> day of April in each year during the term of this bylaw, the Abbotsford Downtown Business Association must deliver a certified copy of each policy of insurance referred to in subsection (1) to the financial officer.

#### **Term and expiry**

**13** The term of this bylaw will be ten (10) years, beginning on January 1, 2026, and expiring on December 31, 2035.

#### **Commencement**

**14** This bylaw comes into effect on January 1, 2026.

#### **Repeal**

**15** Bylaw No. 1699-2007, cited as the “*Abbotsford East Downtown Business Improvement Area Bylaw, 2007*”, is repealed and replaced with this bylaw, cited as the “*Abbotsford Downtown Business Improvement Area Bylaw, 2025*”.

READ A FIRST TIME on November 18, 2025,  
READ A SECOND TIME on November 18, 2025,  
READ A THIRD TIME on November 18, 2025,  
ADOPTED on December 9, 2025

DocuSigned by:



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Ross Siemens

Mayor

DocuSigned by:



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Robin Charl

City Clerk

## **Schedule "A"**

### **Abbotsford Downtown Business Improvement Area**

