



P.O. Box 1749  
Halifax, Nova Scotia  
B3J 3A5 Canada

**Information Item No. 1**  
**Harbour East – Marine Drive Community Council**  
**January 12, 2023**

**TO:** Chair and Members of Harbour East – Marine Drive Community Council

**SUBMITTED BY:** - Original Signed -

Jacques Dubé, Chief Administrative Officer

**DATE:** December 29, 2022

**SUBJECT:** Burnside Business Improvement District | Voting Results

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**INFORMATION REPORT**

**ORIGIN**

On June 9, 2022, Harbour East – Marine Drive Community Council passed the following motion:<sup>1</sup>

MOVED by Councillor Mancini, seconded by Councillor Hendsbee

THAT Harbour East-Marine Drive Community Council:

1. Approve, for the purposes of conducting an area rate vote and public meeting pursuant to By-law B-700, the proposed Burnside Business Improvement District area rate, minimum levy, and maximum levy; and
2. Approve, for the purposes of conducting an area rate vote and public meeting pursuant to By-law B-700, the proposed Burnside Business Improvement District boundaries.

MOTION PUT AND PASSED.

**LEGISLATIVE AUTHORITY**

*Halifax Regional Municipality Charter*, S.N.S. 2008. c. 39, clauses 70(1)(b)(c)

- 70 (1) The Municipality may
- (b) pay grants to a body corporate for the purpose of promoting or beautifying a business district and for airport, wharf or waterfront development;
  - (c) identify and promote a business district as a place for retail and commercial activity;

*By-law B-700, the Business Improvement District By-Law (By-law B-700).*

*Administrative Order Number 47, Business Improvement District Administrative Order*

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<sup>1</sup> See [Item No. 13.1.3](#) Harbour East – Marine Drive Community Council June 9, 2022.

## **BACKGROUND**

### **By-law B-700, Respecting the Regulation of Business Improvement Districts**

By-law B-700 governs the formation of Business Improvement Districts within HRM.<sup>2</sup> It stipulates that a BID formation must be: (1) initiated by a Steering Committee; (2) communicated to commercial property owners and business owners within the district's proposed boundary area; (3) approved, for the purposes of a BID formation vote, by one or more Community Councils; (4) voted in favour of by a majority of commercial property owners and business owners within the proposed BID boundary area; and (5) approved by Regional Council.

A Steering Committee for the proposed Burnside BID defined a geographic boundary for the business district. The proposed Business Improvement District boundary was as follows: East from the end of Wright's Cove on Windmill Road to Highway 111; Northwards from the former City of Lakes Business Park to the Logistics Park (Lamont Terrace bordering Dartmouth Crossing through to Hwy 118); From Wilkinson Avenue & Hwy 107; Southwards including Gloria McCluskey Avenue down to Pettipas Drive and all streets west of Akerley Blvd to Windmill Road termination. The proponents have also included Phase 13 of the Burnside expansion located North of Hwy 107, which would have enabled the Burnside BID to grow along with the Burnside Park.

Halifax staff generated Assessment Account Numbers (AANs) and Parcel Identification Numbers (PIDs) for commercial properties within the proposed Burnside BID boundary area.<sup>3</sup> The Burnside BID-formation Steering Committee generated a list of commercial tenants currently occupying commercial properties located within the proposed business district boundary.<sup>4</sup>

On June 3, 2022, Harbour East – Marine Drive Community Council reviewed the proposed boundary, area rate, minimum and maximum levy, and budget and activity plan. Harbour East – Marine Drive Community Council approved them for the purposes of conducting an area rate vote and public meeting.<sup>5</sup>

## **DISCUSSION**

### **HRM Public Meeting**

Pursuant to By-law B-700, HRM staff placed a notice in the Halifax Herald on November 5<sup>th</sup>, 2022, more than seven (7) calendar days prior to the date the Burnside BID formation public meeting was to be held.<sup>6</sup> A Burnside BID formation public notice was also placed in AllNovaScotia on November 2<sup>nd</sup>, 2022.<sup>7</sup>

HRM Staff hosted a public meeting on November 17<sup>th</sup>, 2022, from 5:00 - 6:30 p.m. at the Best Western Dartmouth Plus Hotel and Suites – 15 Spectacle Lake Drive. The Burnside BID formation public meeting was attended by a mix of commercial property owners and commercial tenants. Thirty-seven (37) attendees including two (2) HRM staff were present. Dee Deuville (Burnside BID steering committee member) spoke at the public meeting. Tony Mancini, Councillor for District 6 (Harbourview-Burnside-Dartmouth East) also spoke at the public meeting.

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<sup>2</sup> See [By-law B-700](#).

<sup>3</sup> See [Item No. 13.1.3](#) Harbour East – Marine Drive Community Council June 9, 2022 (Attachment 2) for a list of commercial property owners in the proposed Burnside BID catchment/boundary area.

<sup>4</sup> See [Item No. 13.1.3](#) Harbour East – Marine Drive Community Council June 9, 2022 (Attachment 3) for a list of commercial tenants in the proposed Burnside BID catchment/boundary area.

<sup>5</sup> See [Item No. 13.1.3](#) Harbour East – Marine Drive Community Council June 9, 2022 (see [here](#) for Minutes).

<sup>6</sup> See Attachments 1 and 2 for a reproduction of the Halifax Herald and AllNovaScotia BID plebiscite/public meeting notice.

<sup>7</sup> The AllNovaScotia insertion ran November 2<sup>nd</sup>-8<sup>th</sup> (inclusive). A link to a HRM website was embedded into the AllNovaScotia advert to provide details not possible in the limited space available in the online placement. See Attachment 2 for a reproduction of the AllNovaScotia BID plebiscite/public meeting notice.

**Area Rate Vote (121 in favour | 333 not in favour | 25 spoiled)**

HRM staff placed notices in AllNovaScotia on November 2<sup>nd</sup>, 2022 and the Halifax Herald on November 5<sup>th</sup>, 2022, more than the required fourteen (14) calendar days prior to December 2<sup>nd</sup>, 2022, the return date specified on the area rate levy.<sup>8</sup> Staff mailed area rate ballot packages to all commercial tenants<sup>9</sup> and commercial property owners<sup>10</sup> in the proposed expanded Business Improvement District. Ballot packages were mailed out on October 28<sup>th</sup>, 2022, more than the required fourteen (14) calendar days prior to the public meeting. A total of 1,833 ballots were sent out (691 commercial property owners and 1,142 commercial tenants).<sup>11</sup>

Of the 1,833 ballots sent, 479 ballots were returned, representing an overall response rate of 26.13%. Most of the ballots returned were marked against establishing an area rate levy within the proposed Burnside BID boundary area. Of the 479 eligible votes cast, 121 voters (25.26%) supported the levy and 333 voters (69.52%) did not support the levy. Twenty-five (25) ballots (5.22%) were spoiled.<sup>12</sup> Of those ballots returned to the Municipality, 190 ballots (39.67%) were emailed back, and 289 ballots (60.33%) were mailed back.

**Table 1: Burnside BID Plebiscite | Returned Ballots \***

	<b>Commercial Tenants</b>	<b>Commercial Property Owners</b>	<b>Totals (Tenants + Owners)</b>
<i>Ballots returned</i>	234 (48.85%)	245 (51.14%)	479 (100.0%)
<i>Ballots in favour of levy</i>	70 (14.61%)	51 (10.65%)	121 (25.26%)
<i>Ballots not in favour of levy</i>	155 (32.36%)	178 (37.16%)	333 (69.52%)
<i>Spoiled ballots</i>	9 (1.88%)	16 (3.34%)	25 (5.22%)

\* Table percentages are based on the total number of returned area rate levy ballots (inclusive of spoilt ballots).

Pursuant to By-law B-700, the Chief Administrative Officer has declared the proposed Burnside BID area rate levy defeated. No further action is required on the part of either Harbour East – Marine Drive Community Council or Regional Council. The By-law says:

18. If a majority of the ballots returned are marked against establishing an Area Rate Levy, the Chief Administrative Officer shall declare the Area Rate Levy defeated.

**FINANCIAL IMPLICATIONS**

There are no financial implications as a result of this report.

**COMMUNITY ENGAGEMENT**

To satisfy By-law B-700's requirements, the proponents consulted with stakeholders in the proposed BID boundary area. Individual commercial property tenants (businesses) were enumerated and a commercial tenant list generated (see Discussion section of this report). The proponents also created a marketing campaign for the prospective Burnside Business Improvement District, hosted multiple meetings (open to the public) and included BID-formation details on the Greater Burnside Business Association (GBBA) website. A letter drafted by the Burnside BID Steering Committee was included in the ballot package mailed to all commercial property owners and commercial tenants (see Attachment 5). As detailed above, a public

<sup>8</sup> See Attachments 1 and 2 for a reproduction of the BID plebiscite/public meeting notice.

<sup>9</sup> See Attachment 3 for a sample commercial tenant BID plebiscite ballot package.

<sup>10</sup> See Attachment 4 for a sample commercial property owner BID plebiscite ballot package.

<sup>11</sup> Replacement ballots were emailed to 117 commercial tenants/commercial property owners, including, thirty-nine (39) ballots sent to commercial tenants that were not included on the proponent-provided ballot distribution list.

<sup>12</sup> Sixteen (16) commercial property owner ballots and nine (9) commercial tenant ballots were spoilt.

meeting was held, and an area rate levy plebiscite vote was conducted by HRM staff pursuant to By-law B-700.

**ATTACHMENTS**

Attachment 1: AllNovaScoita | Notice of Public Meeting and Vote

Attachment 2: Halifax Herald | Notice of Public Meeting and Vote

Attachment 3: Commercial Tenant Ballot Package | Letter, Map and Ballot

Attachment 4: Commercial Property Owner Ballot Package | Letter, Map and Ballot

Attachment 4: Steering Committee Letter | Ballot Package Insert

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A copy of this report can be obtained online at [halifax.ca](http://halifax.ca) or by contacting the Office of the Municipal Clerk at 902.490.4210.

Report Prepared by: Scott Sheffield, Government Relations & External Affairs, 902.430.3654

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**ATTACHMENT 1**

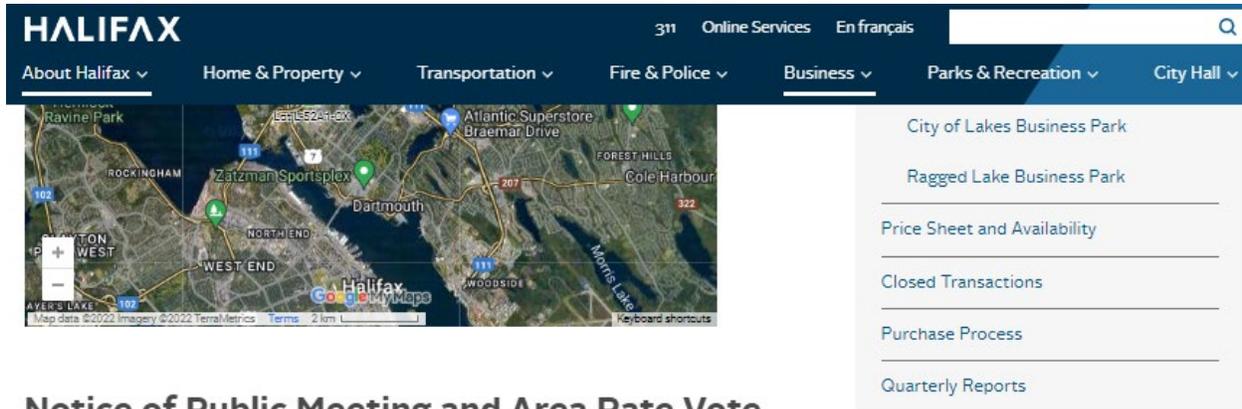
AllNovaScotia | Notice of Public Meeting and Vote  
Insertion dates November 2, 2022 – November 8, 2022 (inclusive)

# **Notice of Public Meeting and Area Rate Vote**

for a Proposed Business Improvement District in Burnside

**HALIFAX** MUNICIPAL GOVERNMENT NOTICES

FOR MORE INFORMATION ON HRM MEETINGS & EVENTS  
VISIT [WWW.HALIFAX.CA/CALENDAR](http://WWW.HALIFAX.CA/CALENDAR)  
BOX 1749, HALIFAX, NOVA SCOTIA B3J 3A5



The screenshot shows the Halifax City website header with the logo and navigation menus for About Halifax, Home & Property, Transportation, Fire & Police, Business, Parks & Recreation, and City Hall. A search bar is visible in the top right. Below the header is a map of Halifax, Nova Scotia, with various landmarks and streets labeled. To the right of the map is a sidebar with a list of links: City of Lakes Business Park, Ragged Lake Business Park, Price Sheet and Availability, Closed Transactions, Purchase Process, and Quarterly Reports.

## Notice of Public Meeting and Area Rate Vote

A steering committee of Burnside-based businesses is proposing to establish a Business Improvement District (BID). The proposed BID boundary is as follows: East from the end of Wright's Cove on Windmill Road to Highway 111; Northwards from the former City of Lakes Business Park to the Logistics Park (Lamont Terrace bordering Dartmouth Crossing through to Hwy 118); From Wilkinson Avenue & Hwy 107; Southwards including Gloria McCluskey Avenue down to Pettipas Drive and all streets west of Akerley Blvd to Windmill Road termination.

The Halifax Regional Municipality is hosting a public meeting to discuss the proposed BID on Thursday, Nov. 17, 2022, from 5-6:30 p.m. at the Best Western Plus Dartmouth Hotel and Suites, 15 Spectacle Lake Drive, Dartmouth.

The BID proponent's website is [greaterburnside.com](http://greaterburnside.com)

In accordance with By-Law B-700, commercial property owners and commercial tenants within the proposed BID boundary are entitled to vote on whether a Burnside BID should be formed. If a majority of the returned ballots are marked in favour of establishing a BID, the proposal will be considered by Regional Council.

Owners and tenants should receive ballot packages by mail. The deadline for the Halifax Regional Municipality to receive completed ballots is 4 p.m. December 2, 2022. If you believe that you are entitled to a ballot, but have not received one, please contact Scott Sheffield at 902.430.3654

### Contact Information

**Email Us:**

Real Estate: [realestate@halifax.ca](mailto:realestate@halifax.ca)  
Business Parks: [businessparks@halifax.ca](mailto:businessparks@halifax.ca)  
Leasing: [leasing@halifax.ca](mailto:leasing@halifax.ca)

**Call Us:**

902.490.6025

**ATTACHMENT 2**

Halifax Herald | Notice of Public Meeting and Vote  
Nov 5<sup>th</sup>, 2022 (publication date)

## **Notice of Public Meeting and Area Rate Vote**

A steering committee of Burnside-based businesses is proposing to establish a Business Improvement District (BID). The proposed BID boundary is as follows: East from the end of Wright's Cove on Windmill Road to Highway 111; Northwards from the former City of Lakes Business Park to the Logistics Park (Lamont Terrace bordering Dartmouth Crossing through to Hwy 118); From Wilkinson Avenue & Hwy 107; Southwards including Gloria McCluskey Avenue down to Pettipas Drive and all streets west of Akerley Blvd to Windmill Road termination.

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FOR MORE INFORMATION ON HRM MEETINGS & EVENTS  
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BOX 1749, HALIFAX, NOVA SCOTIA B3J 3A5

**ATTACHMENT 3**

**Commercial Tenant Ballot Package – Letter, Map and Ballot**

**Re: Public Meeting and Area Rate Ballot**

Dear Commercial Tenant:

A community-led Steering Committee has proposed the formation of a Burnside Business Improvement District (BID). The proposed BID boundary is as follows: East from the end of Wright's Cove on Windmill Road to Highway 111; Northwards from the former City of Lakes Business Park to the Logistics Park (Lamont Terrace bordering Dartmouth Crossing through to Hwy 118); From Wilkinson Avenue & Hwy 107; Southwards including Gloria McCluskey Avenue down to Pettipas Drive and all streets west of Akerley Blvd to Windmill Road termination. You are receiving this letter because you are a tenant occupying a commercial property within this proposed boundary.

A BID is a special area rate district where commercial property owners and commercial tenants cooperate to create a clean, safe, and attractive environment that benefits businesses and enhances property values. Each BID is managed by the Board of a non-profit entity that is accountable to, and elected by, commercial property owners and commercial tenants within the business district. There are thousands of BIDs worldwide and nine BIDs in Halifax.

The annual budget for the proposed Burnside BID would be raised through an area rate levy applied to commercial properties within the district. The budget and area rate would be proposed by the BID's Board and approved annually by Halifax Regional Council. Once the BID is formed, area rate levies are mandatory (no opting out) and will continue in perpetuity (unless the BID is dissolved). The Steering Committee for the proposed Burnside BID is proposing the following initial levy:

- Area Rate: 0.091 per \$100 of assessed commercial property value
- Minimum Levy: \$50
- Maximum Levy: \$3,000

To calculate the levy payable, multiply your commercial landlord's property assessment by 0.00091. If the amount is more than \$3,000, your commercial landlord would pay the maximum levy (\$3,000). If the amount is less than \$50, your commercial landlord would pay the minimum levy (\$50). The BID levy would appear on your commercial landlord's annual commercial property tax bill. Area rate levies payable by your commercial landlord may be passed on to you, depending on the terms and conditions set out in your commercial lease. All area rate funds would be remitted to the Burnside BID; no BID area rate levy money would be retained by the municipality.

A municipal staff report regarding the proposed Burnside BID's formation can be found here:

<https://cdn.halifax.ca/sites/default/files/documents/city-hall/community-councils/220609hemdcc1313.pdf>

The staff report includes:

- proposed Burnside BID budget and activity plan (Attachment 1).
- list of commercial properties in the proposed Burnside BID (Attachment 2).
- list of commercial tenants in the proposed Burnside BID (Attachment 3).

A public meeting will take place on November 17th from 5:00 pm until 6:30 pm. The meeting will be hosted at the Best Western Plus Dartmouth Hotel and Suites (15 Spectacle Lake Drive | ph. 902.463.2000). The public meeting will be hosted by municipal staff and will be attended by

representatives from the Burnside BID's Steering Committee. Commercial property owners and commercial tenants in the proposed Burnside BID formation area are invited to attend the public meeting.

In accordance with By-Law B-700, each property owner, and each commercial tenant, within the proposed BID boundary area, is entitled to one ballot and one vote. Commercial property owners that also occupy a property, as commercial tenants, are only entitled to one ballot and one vote. Legal entities (including individuals) that own multiple commercial properties within the proposed BID expansion area are entitled to one ballot, and one vote, for each separately assessed commercial property on the assessment roll.

Enclosed is an area rate ballot. You may mark the ballot either for or against the area rate levy. Voting for the area rate levy signals your support for forming a Burnside Business Improvement District. Please either

- mail the ballot to: Scott Sheffield, 5251 Duke St, Halifax, NS B3J 3S1 (Duke Tower, 7<sup>th</sup> Floor)
- email a scanned copy of the ballot to [sheffis@halifax.ca](mailto:sheffis@halifax.ca); or
- drop off the ballot at the public meeting (see above for date, time, and location).

Please sign and date the ballot. Unsigned/undated ballots will not be counted. Ballots returned to the Municipality by **4:00 pm on December 2, 2022** will be counted. Ballots returned to the Municipality after **4:00 pm on December 2, 2022** will not be counted.

If a majority of the BID area rate levy ballots returned are marked against establishing a BID area rate levy, then no Burnside BID will be formed. If a simple majority (50%+1) of the BID area rate ballots that are returned are marked in favour of establishing an area rate levy, then the matter will go before Regional Council. Note, however, that meeting the simple majority threshold (50%+1 in favour) only triggers Regional Council review. Under By-law B-700, Regional Council retains the discretion to approve or reject the proposed Business Improvement District.

For questions regarding the proposed Burnside Business Improvement District (BID), please contact Amy Gibson Saab at 902.446.8006 or [agibsonsaab@harbingerlaw.com](mailto:agibsonsaab@harbingerlaw.com). The proposed BID's webpage can be viewed here: <http://www.greaterburnside.com/>.

If you lose your enclosed area rate ballot, or have any questions regarding the BID formation process, please contact Scott Sheffield at 902.430.3654 or [sheffis@halifax.ca](mailto:sheffis@halifax.ca).

Sincerely,

Paul Johnston  
Acting Managing Director  
Government Relations and External Affairs  
Halifax Regional Municipality  
Tel 902.490.6616

**Commercial Tenant  
Area Rate Levy Ballot**

**Business Name:**

**Civic Address:**

As a commercial tenant occupying a commercial property within the proposed Burnside Business Improvement District, you are entitled to one vote.

Ballots must be received by **4:00 pm** on **December 2, 2022**. Ballots received after **4:00 pm** on **December 2, 2022** will **not** be counted. If you are mailing your ballot, please allow adequate time for delivery.

I understand that BID area rate levies:

- are mandatory (no opting out);
- will continue in perpetuity unless the BID is dissolved;
- are set annually (and are, therefore, subject to change); and
- are calculated as a percentage of assessed property value (subject to a minimum levy and maximum levy).

I further understand that the proposed initial BID area rate levy is as follows:

- Area Rate: 0.091 per \$100 of assessed commercial property value
- Minimum Levy: \$50
- Maximum Levy: \$3,000.

I further understand that commercial property owners, that also occupy a property as commercial tenants, are only entitled to one vote.

- YES, I am in favour of paying an annual BID area rate levy.
- NO, I am not in favour of paying an annual BID area rate levy.

Name of Commercial Tenant (please print): \_\_\_\_\_

Name of Signing Authority (please print): \_\_\_\_\_

Signature of Signing Authority: \_\_\_\_\_

Date: \_\_\_\_\_

\* Unsigned/undated ballots will **not** be counted.



**ATTACHMENT 4**

**Commercial Property Owner Ballot Package – Letter, Map and Ballot**

**Re: Public Meeting and Area Rate Ballot**

Dear Commercial Property Owner:

A community-led Steering Committee has proposed the formation of a Burnside Business Improvement District (BID). The proposed BID boundary is as follows: East from the end of Wright's Cove on Windmill Road to Highway 111; Northwards from the former City of Lakes Business Park to the Logistics Park (Lamont Terrace bordering Dartmouth Crossing through to Hwy 118); From Wilkinson Avenue & Hwy 107; Southwards including Gloria McCluskey Avenue down to Pettipas Drive and all streets west of Akerley Blvd to Windmill Road termination. You are receiving this letter because you own commercial property within this proposed boundary.

A BID is a special area rate district where commercial property owners and commercial tenants cooperate to create a clean, safe and attractive environment that benefits businesses and enhances property values. Each BID is managed by the Board of a non-profit entity that is accountable to, and elected by, commercial property owners and commercial tenants within the business district. There are thousands of BIDs worldwide and nine BIDs in Halifax.

The annual budget for the proposed Burnside BID would be raised through an area rate levy applied to commercial properties within the district. The budget and area rate would be proposed by the BID's Board and approved annually by Halifax Regional Council. Once the BID is formed, area rate levies are mandatory (no opting out) and will continue in perpetuity (unless the BID is dissolved). The Steering Committee for the proposed Burnside BID is proposing the following initial levy:

- Area Rate: 0.091 per \$100 of assessed commercial property value
- Minimum Levy: \$50
- Maximum Levy: \$3,000

To calculate the levy payable, multiply your commercial property assessment by 0.00091. If the amount is more than \$3,000, you would pay the maximum levy (\$3,000). If the amount is less than \$50, you would pay the minimum levy (\$50). The BID levy would appear on your annual commercial property tax bill. All area rate funds would be remitted to the Burnside BID; no BID area rate levy money would be retained by the municipality.

A municipal staff report regarding the proposed Burnside BID's formation can be found here:

<https://cdn.halifax.ca/sites/default/files/documents/city-hall/community-councils/220609hemdcc1313.pdf>

The staff report includes:

- proposed Burnside budget and activity plan (Attachment 1).
- list of commercial properties in the proposed Burnside BID (Attachment 2).
- list of commercial tenants in the proposed Burnside BID (Attachment 3).

A public meeting will take place on November 17th from 5:00 pm until 6:30 pm. The meeting will be hosted at the Best Western Plus Dartmouth Hotel and Suites (15 Spectacle Lake Drive | ph. 902.463.2000). The public meeting will be hosted by municipal staff and will be attended by representatives from the Burnside BID's Steering Committee. Commercial property owners and commercial tenants in the proposed Burnside BID formation area are invited to attend the public meeting.

In accordance with By-Law B-700, each property owner and each commercial tenant, within the proposed BID boundary area, is entitled to one ballot and one vote. Commercial property owners that also occupy a property, as commercial tenants, are only entitled to one ballot and one vote. Legal entities (including individuals) that own multiple commercial properties within the proposed BID expansion area are entitled to one ballot, and one vote, for each separately assessed commercial property on the assessment roll.

Enclosed you will find an area rate ballot. You may mark the ballot either for or against the area rate levy. Voting for the area rate levy signals your support for forming a Burnside Business Improvement District. Please either

- mail the ballot to: Scott Sheffield, 5251 Duke St, Halifax, NS B3J 3S1 (Duke Tower, 7<sup>th</sup> Floor)
- email a scanned copy of the ballot to [sheffis@halifax.ca](mailto:sheffis@halifax.ca); or
- drop off the ballot at the public meeting (see above for date, time and location).

Please sign and date the ballot. Unsigned/undated ballots will not be counted. Ballots returned to the Municipality by **4:00 pm** on **December 2, 2022** will be counted. Ballots returned to the Municipality after **4:00 pm** on **December 2, 2022** will not be counted.

If a majority of the BID area rate levy ballots returned are marked against establishing a BID area rate levy, then no Burnside BID will be formed. If a simple majority (50%+1) of the BID area rate ballots that are returned are marked in favour of establishing an area rate levy, then the matter will go before Regional Council. Note, however, that meeting the simple majority threshold (50%+1 in favour) only triggers Regional Council review. Under By-law B-700, Regional Council retains the discretion to approve or reject the proposed Business Improvement District.

For questions regarding the proposed Burnside Business Improvement District (BID), please contact Amy Gibson Saab at 902.446.8006 or [agibsonsaab@harbingerlaw.com](mailto:agibsonsaab@harbingerlaw.com). The proposed BID's webpage can be viewed here: <http://www.greaterburnside.com/>.

If you lose your enclosed area rate ballot, or have any questions regarding the BID formation process, please contact Scott Sheffield at 902.430.3654 or [sheffis@halifax.ca](mailto:sheffis@halifax.ca).

Sincerely,

Paul Johnston  
Acting Managing Director  
Government Relations and External Affairs  
Halifax Regional Municipality  
Tel 902.490.6616

**Commercial Property Owner  
Area Rate Levy Ballot**

**Assessment Number:**

As the commercial property owner of the commercial property within the proposed Burnside Business Improvement District above, you are entitled to one vote.

Ballots must be received by **4:00 pm** on **December 2, 2022**. Ballots received after **4:00 pm** on **December 2, 2022** will **not** be counted. If you are mailing your ballot, please allow adequate time for delivery.

I understand that BID area rate levies:

- are mandatory (no opting out);
- will continue in perpetuity unless the BID is dissolved;
- are set annually (and are, therefore, subject to change); and
- are calculated as a percentage of assessed property value (subject to a minimum levy and maximum levy).

I further understand that the proposed initial BID area rate levy is as follows:

- Area Rate: 0.091 per \$100 of assessed commercial property value
- Minimum Levy: \$50
- Maximum Levy: \$3,000

I further understand that commercial property owners, that also occupy a property as commercial tenants, are only entitled to one vote.

- YES, I am in favour of paying an annual BID area rate levy.
- NO, I am not in favour of paying an annual BID area rate levy.

Name of Commercial Property Owner (please print): \_\_\_\_\_

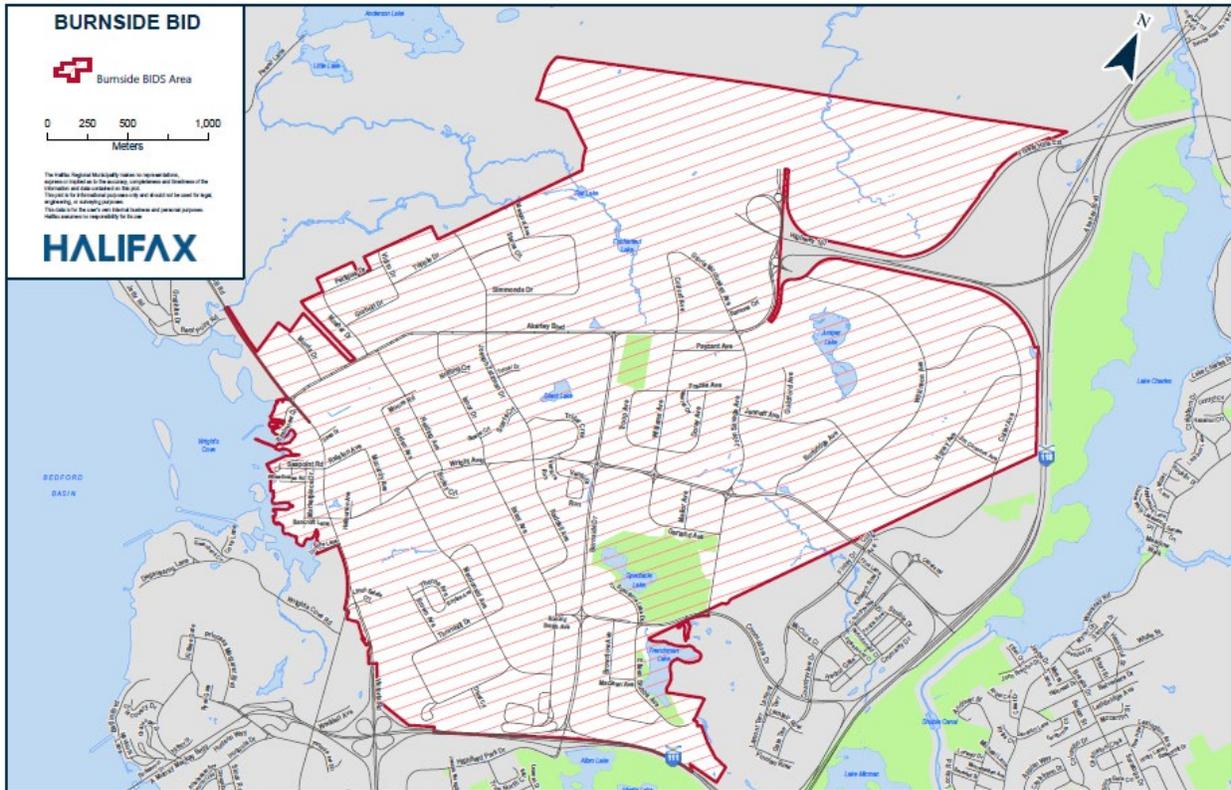
Name of Signing Authority (please print): \_\_\_\_\_

Signature of Signing Authority: \_\_\_\_\_

Date: \_\_\_\_\_

**\* Unsigned/undated ballots will not be counted**

**Burnside Business Improvement District  
Proposed Boundary**



ATTACHMENT 5

Steering Committee Letter | Ballot Package Insert



Dear Voter,

On behalf of the Steering Committee for the formation of a new Business Improvement District (aka a BID) in Burnside, thank you for taking the time to read these materials and understand what a BID will mean for you.

We have heard from business owners throughout Burnside, and the issues are clear:

1. Transit in Burnside is challenging, and that means that you, your employees and your clients have difficulty reaching your location when relying on public transportation.
2. Similarly, traffic delays, collisions and long lineups are part of a daily routine for commuters and customers. Business owners have shared their perspective that Burnside traffic is simply not a priority – and it should be.
3. Crime – including vandalism, break-ins and thefts – continues to be a struggle. The costs from these losses and loss mitigation strategies are significant.
4. Staff shortages are ongoing, with businesses in Burnside reporting a continued need for skilled tradespeople, retail, office and warehouse staff.
5. Infrastructure problems, including power outages, insufficient internet access and inadequate sidewalks and lighting, are challenging for businesses in Burnside.
6. Property taxes are going up, and Burnside businesses do not have the advocates you need to show Municipal Council how these costs are affecting your business.

A BID is a business-led organization that will use its resources to develop projects, deliver services and advocate for the businesses in Burnside. The investment will give Burnside businesses a collective voice to take the action needed to improve transportation, reduce crime, enhance access to technology, mitigate power issues and more.

We are working hard to reach out to businesses around Burnside, and if we have not spoken with you then please reach out to us! We look forward to discussing what a BID means for your business.

Support for the Burnside BID means support for your business – Vote yes!

Kind regards,



**- Original Signed -**

Amy Gibson Saab,  
Chair, Steering Committee – Burnside BID  
inquire@greaterburnside.com  
www.greaterburnside.com

*Steering Committee:*

Andrew Allan  
Jeff Boudreau  
Don Budden  
Karen Decker

Sherry Kirwin  
Niel MacIntyre  
Jude Sallay

Dee Deuville (by invitation)  
Jan MacAuley (by invitation)  
Audrey Wamboldt (by invitation)