

CITY OF LANGFORD
REGULAR MEETING OF COUNCIL
Monday, December 5th, 2016 @ 5:30 p.m.
Council Chambers, 3rd Floor, 877 Goldstream Avenue

AGENDA

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1. <u>CALL TO ORDER</u>	
2. <u>APPROVAL OF THE AGENDA</u>	
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2. Application for a Temporary Use Permit to allow a Construction Management Office with Accessory Outdoor Storage at 976 Capella Dr (TUP16-0005)	
3. Application to vary the interior side yard setback from 3m to 1.5m for Lot 5 and to exempt the 10% minimum frontage requirement for Lots 5 and 6 as part of the 6 lot subdivision at 892 Klahanie Dr (DVP16-0009)	
4. Application to vary the distance of a building to the exterior side yard lot line from the required 3.5m to 1.2m to allow for the construction of a one-family dwelling at 3416 Hazelwood Rd (soon to be addressed as 1003 Foxwood Pl) (DVP16-0016)	

b)	Parks and Recreation Committee – November 28 th , 2016	25
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a)	BYLAW NO. 1552	62
	“Langford Zoning Bylaw, Amendment No. 419, (2854 and 2856 Peatt Rd and 815, 819, 823 Hockley Ave), 2015”. (ADOPTION)	
b)	BYLAW NO. 1660	68
	“Langford Zoning Bylaw, Amendment No. 464, (2822 & 2824 Knotty Pine Rd), 2016”. (ADOPTION)	
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	“Langford Zoning Bylaw, Amendment No. 465, (1144-1198, 1216-1230 Goldstream Ave; 1136, 1142 Donna Ave; 1106, 1110 Sergio Pl; 2752 Leigh Rd; 2730, 2734, 2738 Trans Canada Hwy), 2016”. (ADOPTION)	

- d) **BYLAW NO. 1666** **79**
 "City of Langford Dust Control Bylaw No. 1666, 2016".
 (FIRST, SECOND AND THIRD READING)

- e) **BYLAW NO. 1667** **82**
 "Langford Zoning Bylaw, Amendment No. 468, (2780 Veterans Memorial Pkwy), 2016".
 (FIRST READING)

- 11. **IN CAMERA RESOLUTION** **84**

- 11. **ADJOURNMENT**

CITY OF LANGFORD
MINUTES OF THE REGULAR MEETING OF COUNCIL
Monday, November 21st, 2016 @ 5:30 p.m.
Council Chambers, 3rd Floor, 877 Goldstream Avenue

PRESENT

Mayor S. Young, Councillors: D. Blackwell, M. Sahlstrom, L. Seaton, W. Sifert, L. Szpak and R. Wade.

ATTENDING

CAO J. Bowden, Administrative Assistant, J. Coneybeer, Director of Finance, S. Ternent, Director of Engineering, M. Mahovlich and Director of Planning, M. Baldwin.

1. CALL TO ORDER

The Chair called the meeting to order at 5:30 pm.

2. APPROVAL OF THE AGENDA

MOVED BY: COUNCILLOR SAHLSTROM
SECONDED: COUNCILLOR SIFERT

That Council Approve the Agenda as Presented.

CARRIED.

3. ADOPTION OF MINUTES

a) Minutes of the Regular Meeting of Council – November 7th, 2016

MOVED BY: COUNCILLOR SAHLSTROM
SECONDED: COUNCILLOR SIFERT

That Council approve the Minutes of the Regular Meeting of Council held on November 7th, 2016.

CARRIED.

4. PRESENTATION

**a) CRD – Establish a Regional Transportation Service
- Director Susan Brice and CAO Robert Lapham**

Further to the letter dated October 21, 2016 from the CRD, Director Susan Brice, Chair CRD Transportation Select Committee and CRD CAO Bob Lapham provided a presentation to Langford Council regarding supporting establishment of a regional transportation service and answered questions from Council.

This item was dealt with after item 10 (e) on the agenda.

5. PUBLIC PARTICIPATION

There was no public participation.

6. DEVELOPMENT VARIANCE PERMIT

a) DVP16-0015 – 2691 Peatt Rd

MOVED BY: COUNCILLOR BLACKWELL
SECONDED: COUNCILLOR WADE

That Council issue Development Variance Permit No. DVP16-0015 for the City of Langford to Harry Skagberg on behalf of Pacific Coast Land Co. Inc. to vary the parking and setback requirements for a 6 unit stacked townhouse development located at 2691 Peatt Rd subject to the following terms and conditions:

1. Appendix
The site shall be developed in accordance with the site plan attached (Appendix A).
2. Variances
The following regulations of Zoning Bylaw No. 300 are varied under Section 498 of the *Local Government Act*:
 - a) That Section 4.01.01 of the City of Langford Zoning Bylaw 300 be varied to reduce the number of required parking stalls from 2 stalls per dwelling unit to 1 stall per dwelling unit for Attached Housing and Townhouses;
 - b) That Section 6.36A.06(2) be varied to reduce the interior side lot line setback from the required 3 m to 1.5 m; and
 - c) That Section 6.36A.06(1) be varied to reduce the front lot line setback from the required 7.5 m to 0 m.
3. Conditions
The following requirements are imposed under Section 498 of the *Local Government Act*:
 - a) The applicant providing \$5,000 towards the General Amenity Reserve Fund, prior to the issuance of a Development Permit;
 - b) That the applicant provide a planting plan, prior to issuance of a building permit, to the satisfaction of the Director of Planning and the Parks Manager, to plant boulevard trees

along the frontage of Peatt Road, and that irrigations are provided to the boulevard trees from 2691 Peatt Road

CARRIED.

7. COMMITTEE RESOLUTIONS

a) Planning, Zoning and Affordable Housing Committee –November 14th, 2016

1. Application to amend the text of the C3 zone at 2780 Veterans Memorial Parkway to allow for a 90 child group day care (Planning Z16-0020)

MOVED BY: COUNCILLOR BLACKWELL

SECONDED: COUNCILLOR WADE

That Council:

Direct staff to prepare a bylaw to amend the C3 zone to allow for a 90 child day care on the property located at 2780 Veterans Memorial Parkway only, subject to the following terms and conditions:

- a) That the applicant provides, prior to Bylaw Adoption, a Section 219 covenant, registered in priority of all other charges on title, that agrees to the following:
 - i. To complete full frontage improvements to Bylaw 1000 standards to the satisfaction of the Director of Engineering prior to the issuance of a building permit.

CARRIED.

b) Transportation and Public Works Committee – November 15th, 2016

1. Request to Lower Speed Limit on Peatt Road

MOVED BY: COUNCILLOR SIFERT

SECONDED: COUNCILLOR WADE

That Council do nothing at this time with the posted speed limit of 50km/h on Peatt Road between Brock Avenue and Goldstream Avenue.

CARRIED.

2. 1325 Bear Mountain Parkway Sightline Concerns

MOVED BY: COUNCILLOR SIFERT

SECONDED: COUNCILLOR WADE

That Council direct staff to designate the on-street parking stall located immediately uphill of the driveway to the condominium building located at 1325 Bear Mountain Parkway as Emergency Vehicle Stopping Only and paint the curb of the stall and sign this stall to designate it as Emergency Vehicle Stopping Only.

CARRIED.

3. Leigh Place Paved Trail and Pedestrian Crosswalk Request

MOVED BY: COUNCILLOR SIFERT
SECONDED: COUNCILLOR SAHLSTROM

That Council:

1. Instruct staff not to install a pedestrian crosswalk on Leigh Place from the railway crossing to the beach access because one is not warranted due to the low vehicle volumes in the area; and
2. Direct staff to monitor the use of the existing informal gravel pathway on Leigh Place that is located on private land for the next 12 to 18 months and bring options forward at that time should the Leigh Road extension not have completed and/or the land at 3050 Leigh Road not redeveloped by that time.

CARRIED.

4. Finlayson Arm Road Speeding Volume Concerns

MOVED BY: COUNCILLOR SIFERT
SECONDED: COUNCILLOR WADE

That Council:

1. Direct staff to not enforce the Local Traffic Only signage on Finlayson Arm Road as it is not warranted at this time based on the very low daily volume of traffic on Finlayson Arm Road and the very low accident rate; and
2. Direct staff to continue to monitor the road speeds on Finlayson Arm Road and work with ICBC and/or the RCMP to determine any appropriate measures to reduce speeds on Finlayson Arm Road and report back any options to Council.

CARRIED.

5. McCallum Road at Savory Road Turnlanes

MOVED BY: COUNCILLOR SIFERT
SECONDED: COUNCILLOR WADE

That Council direct staff to eliminate the short downhill left turnlane on McCallum Road at Savory Road and coincidentally extend the uphill left turnlane on McCallum Road approaching the Leigh Road Interchange to improve traffic flow on McCallum Road for residents accessing the area of Langford south of the Trans Canada Highway and to improve the ability for motorists to exit Savory Road during peak travel times at an estimated cost of less than \$1,000 funded from Small Road Improvements.

CARRIED.

8. REPORTS

**a) DVP16-0017 - 2981, 2985, 2989, 2993, 2994 & 2997 Bombardier Crt
- Staff Report (Planning Department)**

MOVED BY: COUNCILLOR BLACKWELL
SECONDED: COUNCILLOR WADE

That Council:

1. Direct staff to proceed with consideration of the following variances for 3220 West Shore Parkway:
 - a) That clause 4.0 Cul-de-sac definition of Subdivision and Development Servicing Bylaw No. 1000 be varied to allow Bombardier Court to terminate without a vehicular turning area;

Subject to the following terms and conditions:

- b) That the site is developed in accordance with the plan attached to this report as Appendix A;
- c) That the applicant install “local traffic” and “no turnaround” signage at the Bombardier Court street entrance to the satisfaction of the Director of Engineering;

CARRIED.

**b) 2017 Hike for Hunger – Straits District Girl Guides
- Staff Report (Engineering Department)**

MOVED BY: COUNCILLOR SEATON
SECONDED: COUNCILLOR WADE

That Council:

1. Grant permission for the Straits District Girl Guides to stage a walk on Sunday, February 26, 2017 from the Westshore Town Center to the Legion via Langford Parkway to Veterans Memorial Parkway to Station Avenue as outlined in their letter dated November 2016 (attached) and with the condition they have provided proof of \$5,000,000 liability insurance naming the City of Langford and Victoria Contracting and Municipal Maintenance Corporation as additional named insured; AND
2. Waive the \$35.00 permit fee and damage deposit.

CARRIED.

c) Electrical Maintenance Contract
- Staff Report (Engineering Department)

MOVED BY: COUNCILLOR SZPAK
SECONDED: COUNCILLOR SIFERT

That Council enter into a one (1) year standing offer with an option for a two (2) year renewal beginning January 1, 2017 with Raylec Power Ltd. for electrical maintenance of the City's streetlights and signals.

CARRIED.

d) Bear Mountain Boulevard and Park Landscape Maintenance Contract
- Staff Report (Parks Department)

MOVED BY: COUNCILLOR SZPAK
SECONDED: COUNCILLOR SEATON

That Council award the contract for Bear Mountain Landscape and Park Maintenance to Ecoasis Resort & Golf, for the term of January 2017 – April 30, 2019 for a price of 296,988.52 in 2017.

CARRIED.

e) 2003 RGS Amendment Bylaw 4124 – Referral for Municipal Acceptance (0400-20 CRD)
- Staff Report (Planning Department)

MOVED BY: COUNCILLOR BLACKWELL
SECONDED: COUNCILLOR SEATON

That Council accept the CRD Regional Growth Strategy Amending Bylaw No. 4124.

CARRIED.

f) Strategic Planning Process 2017
- Staff Report (Administration)

MOVED BY: COUNCILLOR SZPAK
SECONDED: COUNCILLOR BLACKWELL

That Council:

1. Support a strategic planning process in 2017; and
2. Include for discussion in the 2017 budget.

DEFEATED.

- g) Application for a text amendment to Bylaw 300 (Zoning Bylaw) to allow for a 7 storey residential building and a separate commercial building at 2326 and 2350 Millstream Road. (Bylaw No. 1580)**
- Staff Report (Planning)

MOVED BY: COUNCILLOR BLACKWELL
SECONDED: COUNCILLOR WADE

That Council:

1. Give first reading to Bylaw No. 1580; and
2. Amend item 1(e) of Council's November 7th resolution to restrict all buildings within the C6B Zone to an FAR of 0.8, and instead allow an FAR of 1.7 for mixed use or residential uses; and
3. That the applicant provides, prior to Bylaw Adoption, a Section 219 covenant that requires a building incorporate a 5 m setback, in addition to the required setback in place for the Zone, on every story above the sixth story.

CARRIED.

9. CORRESPONDENCE

- a) Greater Victoria Public Library (GVPL)**
Re: Juan de Fuca Branch Major Asset Maintenance ("JF MAM") Reserve

MOVED BY: COUNCILOR SEATON
SECONDED: COUNCILLOR WADE

That Council

1. Approve the enclosed project plan for JF MAM Reserve as outlined in the letter dated November 3rd, 2016 from the GVPL; and
2. That the Councils for the Cities of Langford and Colwood and the districts of Highlands and Metchosin direct Municipal staff to work with GVPL staff in development of an agreement between the Library Board and the West Shore Municipalities, which outlines the terms of the JF MAM trust fund administration and building maintenance role provided by GVPL.

CARRIED.

10. BYLAWS

- a) BYLAW NO. 1580**
"Langford Zoning Bylaw, Amendment No. 433, (2326 and 2350 Millstream Rd), 2016".
(FIRST READING)

MOVED BY: COUNCILLOR SEATON
SECONDED: COUNCILLOR WADE

That Council give Bylaw No. 1580 First Reading.

CARRIED.

b) BYLAW NO. 1616

"Langford Zoning Bylaw, Amendment No. 450, (892 Klahanie Dr), 2016".

(ADOPTION)

MOVED BY: COUNCILOR BLACKWELL

SECONDED: COUNCILLOR WADE

That Council adopt Bylaw No. 1616.

CARRIED.

c) BYLAW NO. 1649

"Langford Zoning Bylaw, Amendment No. 461, (2285 Bellamy Rd), 2016".

(ADOPTION)

MOVED BY: COUNCILOR BLACKWELL

SECONDED: COUNCILLOR WADE

That Council adopt Bylaw No. 1649.

CARRIED.

d) BYLAW NO. 1661

"Langford Zoning Bylaw, Amendment No. 465, (1144-1198, 1216-1230 Goldstream Ave; 1136, 1142 Donna Ave; 1106, 1110 Sergio Pl; 2752 Leigh Rd; 2730, 2734, 2738 Trans Canada Hwy), 2016".

(SECOND AND THIRD READING)

MOVED BY: COUNCILLOR BLACKWELL

SECONDED: COUNCILLOR WADE

That Council give Bylaw No. 1661 Second and Third Reading.

CARRIED.

e) BYLAW NO. 1664

"Langford Zoning Bylaw, Amendment No. 467, (694 Hoylake Ave), 2016".

(FIRST READING)

MOVED BY: COUNCILLOR BLACKWELL

SECONDED: COUNCILLOR WADE

That Council give Bylaw No. 1664 First Reading.

CARRIED.

CRD Presentation– Establish a Regional Transportation Service

- **Director Susan Brice and CAO Robert Lapham**

MOVED BY: COUNCILOR SZPAK
SECONDED: COUNCILLOR BLACKWELL

That Council advise the CRD that it supports the establishment of a regional transportation service through the Capital Regional District.

DEFEATED.

11. IN CAMERA RESOLUTION

MOVED BY: COUNCILLOR BLACKWELL
SECONDED: COUNCILLOR SEATON

- a) That it is the opinion of Council that the public interest requires that persons other than members of Council and Officers be excluded from the meeting to consider confidential information regarding Property Disposition, Legal Matters and Personnel under Section 90 (1) (e) (g) & (a) of the Community Charter.
- b) That Council continues the meeting in closed session.

CARRIED.

12. ADJOURNMENT

The Chair adjourned the meeting at 6:30 pm.

PRESIDING COUNCIL MEMBER:

CERTIFIED CORRECT
City Manager



BOARD OF DIRECTORS

Minutes of the West Shore Parks and Recreation Society Board of Directors Meeting Thursday, October 20, 2016 in the Lower Clubhouse

PRESENT: Directors Rob Martin (Chair), Leslie Anderson, Les Bjola, Lilja Chong, Arnie Hamilton, Al Hood, Moralea Milne, Lanny Seaton, Terry Young and Ed Watson

ABSENT: Directors Jennifer Jakobsen, Ron Mattson, Matt Sahlstrom, Winnie Sifert and Darren Wright

STAFF PRESENT:
Sandy Clarke, Acting Administrator
Wade Davies, Manager of Operations
Brian Merryweather, Manager of Human Resources
Lisa Lehive, Recorder

PUBLIC PRESENT: N/A

CALL TO ORDER

1. The Chair called the meeting to order at 7:00 PM.

APPROVAL OF AGENDA

2. ***MOVED/SECONDED BY DIRECTORS MILNE AND HOOD THAT THE AGENDA BE APPROVED.
CARRIED***

APPROVAL OF MINUTES

3. ***MOVED/SECONDED BY DIRECTORS SEATON AND CHONG THAT THE MINUTES OF THE REGULAR MEETING HELD SEPTEMBER 14, 2016 BE ADOPTED.
NO ERRORS, NO OMMISIONS
CARRIED***

PUBLIC PARTICIPATION

4. N/A

CHAIRS REMARKS

5. The Chair gave the following remarks
 - The Chair informed the Board that he will not be running for Board Chair in January.

- The Chair encouraged members to think about the position and if it interests anyone to please speak with him. The Chair also asked members to discuss with each other who would be the most appropriate person for this position.
- The Chair noted that he will not be leaving the Board.

Further Discussion:

- Director Milne asked how many years the Board Chair can hold the position?
 - o The Chair believes it is 3 years.

STANDING COMMITTEES

6. a) Finance

Director Bjola (Finance Chair) gave the following remarks:

- The Finance Committee met tonight (October 20, 2016)
 - o The Committee reviewed the 2017 Draft Budget and it is looking good.
 - o The 2017 Draft Budget will be distributed to Board Members prior to the November Board Meeting.
- The Governance Review Subcommittee also met tonight (October 20, 2016)
 - o There was constructive discussion.
 - o Next Meeting: Thursday, October 27, 2016 at 6:00 PM

The Chair asked if there were any questions from the Board. NONE

b) Strategic Planning

Acting Administrator, Sandy Clarke gave the following remarks:

- The Strategic Planning Committee is well underway with the new Strategic Plan.
- The committee has identified 4 key areas 1) Strong Relationships, 2) Sustainable Operations/Resources, 3) Excellence in Service Delivery, 4) Innovation and Leadership
- The committee is now working on the details for each of these key areas.

The Chair asked if there were any questions from the Board. NONE

c) Policy

- N/A

OLD BUSINESS

7. Owners Group Update

- The Chair gave the following update:
 - o The RFP has not been written.
 - o Colwood CAO recently contacted the other municipalities CAO's but has not heard back from anyone.
 - o The Owners Group has not had any communication since June 2016.

NEW BUSINESS

8. Appointment of alternate for Greater Victoria Labour Relations Association Committee

- Director Anderson spoke as the GVLRA representative for the WSPRS Board:
 - o The GVLRA are ensuring they have identified all contacts including alternates. This is simply housekeeping on their end.

- The GVLRA requires the alternate to be an elected official.
- The Chair called for nominations for the GVLRA Alternate.
- The Chair noted that he is the GVLRA alternate for Colwood and would be happy to put his name forward.
- Director Milne nominated Chair Rob Martin as the Board Alternate for GVLRA.
- No other nominations were made.

***MOVED/SECONDED BY DIRECTORS MILNE AND SEATON THAT CHAIR ROB MARTIN BE APPOINTED THE ALTERNATE FOR THE GREATER VICTORIA LABOUR RELATIONS ASSOCIATION COMMITTEE.
CARRIED***

FOR INFORMATION

9. a) Administrator's Report

- Sandy Clarke, Acting Administrator, highlighted the following:
 - WSPRS will receive a new accessible bus through a grant from Variety – The Children's Charity on November 4th, 2016. This will allow WSPRS to expand the OSC program to Royal Bay.
 - The JDF Golf Course experienced a great September with the winter golf pass selling well.
 - The Q Centre had two major events recently including hosting 2000 teachers of SD 61, and hosting the Alice Cooper concert. Both events were very well received.
 - Board Members are invited to attend WSPR Staff Day in the Fieldhouse on November 8, 2016 from 8:30-12:00.
 - The Chair noted that the Board's presence at these events means a lot to staff.
 - The new Queenax fitness equipment was installed this week. It is the intention of WSPR staff to keep the weight room at the highest level with new and innovative equipment. We encourage all Board Members to come view the Queenax. There are only 10 in North America and only 2 in BC (the YMCA in Kelowna has one). We anticipate that it will inject a lot of new business.
 - Director Young noted that this is an interesting marketing strategy to use since this equipment is so rare in North America.
 - Sandy Clarke responded: The Queenax will be advertised and will be showcased at the Island Fitness Conference.
 - Canada 150 is next year – WSPR encourages the Board to think about what we as an organization want to do.

FOR INFORMATION ONLY

b) Human Resources Report

Brian Merryweather, Manager of Human Resources directed members to the report and noted that there are 7 senior employees retiring this year.

FOR INFORMATION ONLY

c) Letter from the Town of View Royal Re: Westshore Skatepark (dated: October 11, 2016)

- The Chair read a letter from the Town of View Royal which highlighted their support and willingness to work with other municipalities for the construction of a skatepark within the West Shore.

FOR INFORMATION ONLY

IN CAMERA

10. **MOVED/SECONDED** BY DIRECTORS SEATON AND WATSON THAT THE MEETING MOVE IN CAMERA.
CARRIED

ADJOURNMENT

11. **MOVED/SECONDED** BY DIRECTORS CHONG AND WATSON THAT THE MEETING BE ADJOURNED AT 8:06 PM.
CARRIED

CITY OF LANGFORD
DEVELOPMENT VARIANCE PERMIT

DVP16-0017 – 2981, 2985, 2989, 2993, 2994 & 2997 Bombardier Crt

That Development Variance Permit No. DVP16-0017 be issued by the Council for the City of Langford to Matthew Pike on behalf of Westhills Land Corp to waive the Bylaw No. 1000 requirement to provide a cul-de-sac at the terminus of a public road as part of a 28-lot subdivision at 3220 West Shore Parkway (Phase 5 of the *Paradise Falls* subdivision in Westhills), of which 6 lots will access from the road in question (to be addressed as 2981, 2985, 2989, 2993, 2994 & 2997 Bombardier Crt) subject to the following terms and conditions:

1. Appendix

The site shall be developed in accordance with the site plan attached (Appendix A).

2. Variances

The following regulations of Subdivision and Development Servicing Bylaw No. 1000 are varied under Section 498 of the *Local Government Act*:

- a) That clause 4.0 Cul-de-sac definition of Subdivision and Development Servicing Bylaw No. 1000 be varied to allow Bombardier Court to terminate without a vehicular turning area;

3. Conditions

The following requirements are imposed under Section 498 of the *Local Government Act*:

- a) That the site is developed in accordance with the plan attached to this report as Appendix A;
- b) That the applicant install “local traffic” and “no turnaround” signage at the Bombardier Court street entrance to the satisfaction of the Director of Engineering.



City of Langford

www.cityoflangford.ca

Notice of Intention to Consider Issuance of a Development Variance Permit

Council for the City of Langford hereby gives Notice of Intention to consider issuance of a Development Variance Permit at its Regular Meeting scheduled for 5:30 pm, Monday, 5 December 2016, in the City Hall Council Chamber on the Third Floor of 877 Goldstream Avenue.

File	Development Variance Permit No. DVP16-0017
Applicant	Matthew Pike, OnPoint Project Engineers Ltd.
Location	3220 West Shore Parkway (affected lots to be addressed as 2981, 2985, 2989, 2993, 2997 & 2994 Bombardier Crt)
Proposal	That clause 4.0 Cul-de-sac definition of Subdivision and Development Servicing Bylaw No. 1000 be varied to allow Bombardier Court to terminate without a vehicular turning area; Subject to the following terms and conditions: a) That the site is developed in accordance with the plan attached to the report as Appendix A; b) That the applicant install "local traffic" and "no turnaround" signage at the Bombardier Court street entrance to the satisfaction of the Director of Engineering
Purpose	To waive the requirement for a vehicular turning area at the terminus of a public road which would serve as the road access for 6 lots.

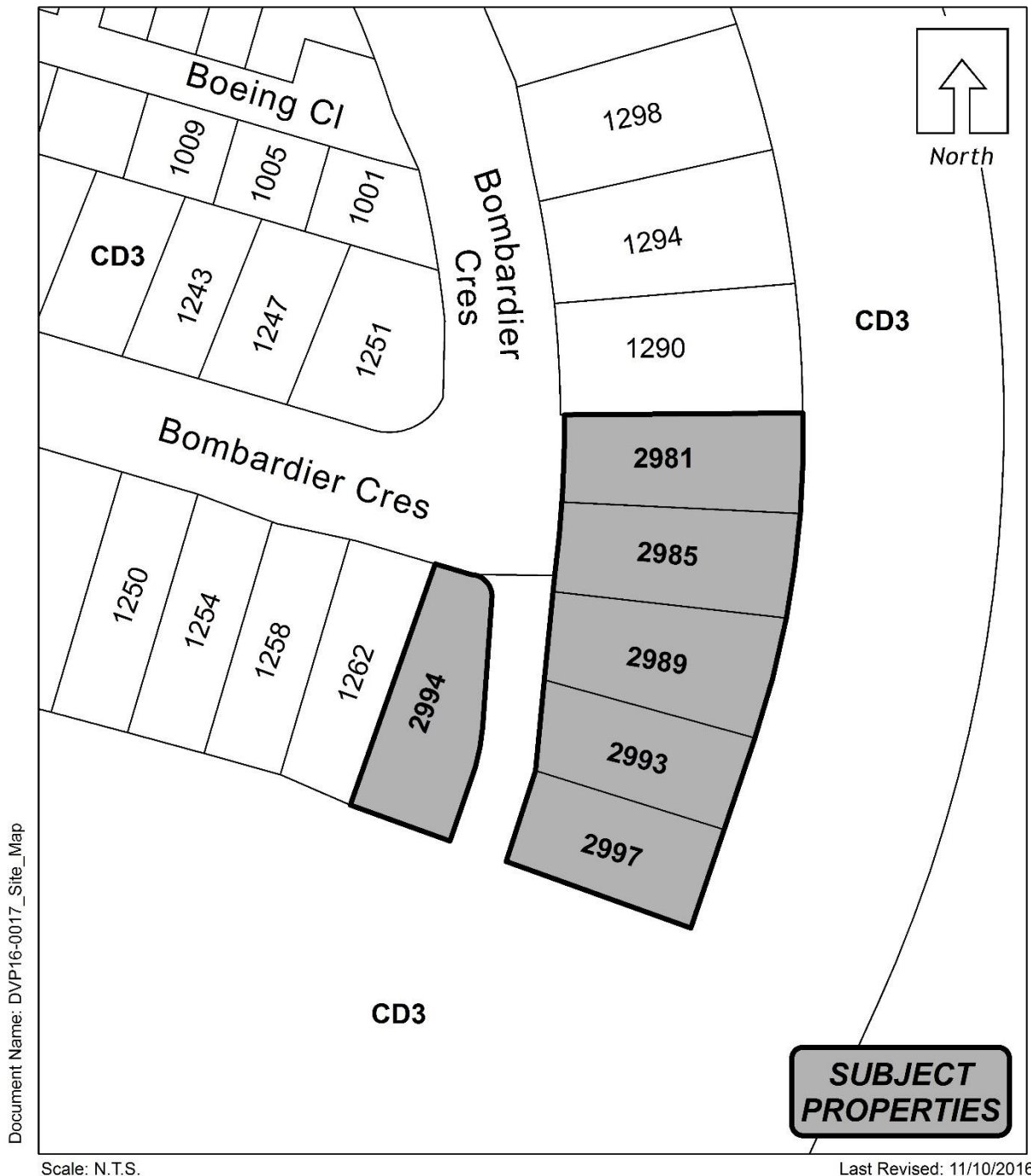
The purpose of this Notice is to acquaint the property owners and residents in the area with the specifics of the proposed variance. We request that the Administrator receive any written submissions by Wednesday, 30 November 2016. The submissions will then be distributed for Council's consideration. You may also speak at the Council Meeting of 5 December 2016 during the Public Participation Section at the beginning of the meeting.

Relevant background information and a draft of the permit are available in the Planning Department for perusal Monday through Friday, except Statutory Holidays, during office hours (8:30 am to 4:30 pm). If you have any questions, please call Leah Stohmann in the Planning Department.

Jim Bowden
Administrator

**DEVELOPMENT VARIANCE PERMIT
(DVP16-0017)**

2981, 2985, 2989, 2993, 2997 & 2994 Bombardier Crt



**CITY OF LANGFORD
DEVELOPMENT VARIANCE PERMIT**

DVP16-0018 - 1144, 1148, 1156, 1166, 1168, 1176, 1180, 1188, 1192, 1194, 1198, 1210, 1218, 1220A, 1220 Goldstream Avenue; and 2730, 2734, and 2738 Trans Canada Hwy; plus other unaddressed parcels as shown on the attached map.

That Development Variance Permit No. DVP16-0018 be issued by the Council for the City of Langford to Rachael Sansom on behalf Turner Lane Development to permit a new business technology park zone at (1144, 1148, 1156, 1166, 1168, 1176, 1180, 1188, 1192, 1194, 1198, 1210, 1218, 1220A, 1220 Goldstream Avenue; and 2730, 2734, and 2738 Trans Canada Hwy; plus other unaddressed parcels as shown on the attached map) subject to the following terms and conditions:

1. Appendix

The site shall be developed in accordance with the site plan attached (Appendix A).

2. Variances

The following regulations of Zoning Bylaw No. 300 are varied under Section 498 of the *Local Government Act*:

- a) That s.2.1.1 of Subdivision and Development Servicing Bylaw No. 1000 be varied to nil;
- b) That s.6.1.1 of Subdivision and Development Servicing Bylaw No. 1000 be varied to nil;
- c) That s.6.21.02(1) of Zoning Bylaw No. 300 be varied to reduce the minimum lot size for subdivision of a lot that is not served by sanitary sewer from 1 ha to 550 m²; and
- d) That s.6.13.02(2) of Zoning Bylaw No. 300 be varied to reduce the minimum lot size for subdivision of a lot that is not served by sanitary sewer from 40 ha to 0.04 ha.



Notice of Intention to Consider Issuance of a Development Variance Permit

Council for the City of Langford hereby gives Notice of Intention to consider issuance of a Development Variance Permit at its Regular Meeting scheduled for 5:30 pm, Monday, 5 December 2016, in the City Hall Council Chamber on the Third Floor of 877 Goldstream Avenue.

File Development Variance Permit No. DVP16-0018

Applicant Rachael Sansom, Turner Lane Development

Location 1144, 1148, 1156, 1166, 1168, 1176, 1180, 1188, 1192, 1194, 1198, 1210, 1218, 1220A, 1220 Goldstream Avenue; and 2730, 2734, and 2738 Trans Canada Hwy; plus other unaddressed parcels as shown on the attached map.

Proposal 1. That s.2.1.1 of Subdivision and Development Servicing Bylaw No. 1000 be varied to nil;
2. That s.6.1.1 of Subdivision and Development Servicing Bylaw No. 1000 be varied to nil;
3. That s.6.21.02(1) of Zoning Bylaw No. 300 be varied to reduce the minimum lot size for subdivision of a lot that is not served by sanitary sewer from 1 ha to 550 m²; and
4. That s.6.13.02(2) of Zoning Bylaw No. 300 be varied to reduce the minimum lot size for subdivision of a lot that is not served by sanitary sewer from 40 ha to .04 ha.

Purpose To permit a new business and technology park zone.

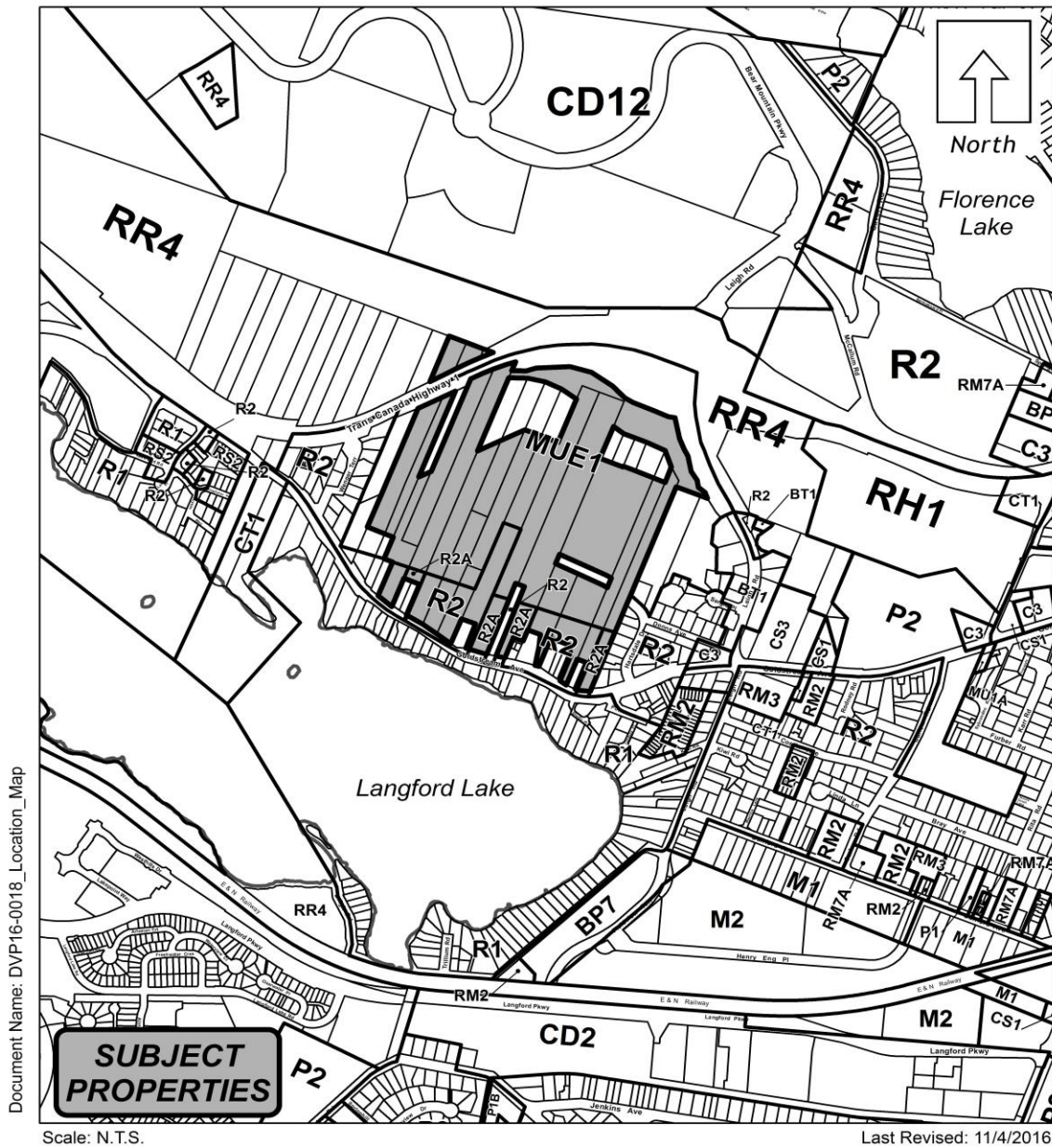
The purpose of this Notice is to acquaint the property owners and residents in the area with the specifics of the proposed variance. We request that the Administrator receive any written submissions by Wednesday, 30 November 2016. The submissions will then be distributed for Council's consideration. You may also speak at the Council Meeting of Monday, 5 December 2016 during the Public Participation Section at the beginning of the meeting.

Relevant background information and a draft of the permit are available in the Planning Department for perusal Monday through Friday, except Statutory Holidays, during office hours (8:30 am to 4:30 pm). If you have any questions, please call Daryl Minifie in the Land Development Department.

Jim Bowden
Administrator

2016-11-21

**DEVELOPMENT VARIANCE PERMIT
(DVP16-0018)**



CITY OF LANGFORD

**RESOLUTIONS OF THE PLANNING, ZONING AND AFFORDABLE HOUSING COMMITTEE
MEETING**

Monday, November 28th, 2016

- 1. Application to allow the sale of automobiles, recreational vehicles, trucks and boats on the property at 2668 Sooke Rd (TUP16-0004)**

That Council:

Reject this application for a Temporary Use Permit and give the owners 30 days to remove the temporary trailer from the site.

- 2. Application for a Temporary Use Permit to allow a Construction Management Office with Accessory Outdoor Storage at 976 Capella Dr (TUP16-0005)**

That Council:

1. Proceed with the consideration of this Temporary Use Permit for a construction management office with accessory outdoor storage in the CD6 Zone at 976 Capella Drive for a period of three years, subject to the following terms and conditions:
 - i) That all areas of the site used for the outdoor storage of construction materials and equipment be screened by a solid 1.8 m (6.0 ft) high fence; and
 - ii) That the movement of construction materials and equipment on the site be limited to between the hours of 7:00 a.m. and 7:00 p.m., or sunset, in accordance with City of Langford Bylaw No. 961 "A Bylaw to Provide for the Abatement and Control of Objectionable Noise in the Electoral Areas of the Capital Regional District".

- 3. Application to vary the interior side yard setback from 3m to 1.5m for Lot 5 and to exempt the 10% minimum frontage requirement for Lots 5 and 6 as part of the 6 lot subdivision at 892 Klahanie Dr (DVP16-0009)**

That Council:

1. Direct staff to proceed with consideration of the following variance for 892 Klahanie Drive:
 - a) That Section 6.17.06 (2) of Zoning Bylaw No. 300 be varied to permit the distance of a building or structure to be reduced from the required 3m to 1.5m for the interior side yard setback for Lot 5 as specifically shown on Appendix A.
2. Exempt Lots 5 and 6 as shown in Subdivision File No. SUB16-0018 from the 10% frontage requirement and direct the Approving Officer to accept the proposal at the time of subdivision.

- 4. Application to vary the distance of a building to the exterior side yard lot line from the required 3.5m to 1.2m to allow for the construction of a one-family dwelling at 3416 Hazelwood Rd (soon to be addressed as 1003 Foxwood Pl) (DVP16-0016)**

That Council:

1. Direct staff to proceed with consideration of the following variance for 3416 Hazelwood Road:
 - a) That Section 6.27.06 (1)(c) of Zoning Bylaw No. 300 be varied to permit the distance of a building or structure to be reduced from the required 3.5m to 1.2m for the exterior side yard lot line for the one-family dwelling to be addressed as 1003 Foxwood Place.

CITY OF LANGFORD

RESOLUTIONS OF THE PARKS, RECREATION, CULTURE AND BEAUTIFICATION COMMITTEE

Monday, November 28th, 2016

1. Registration of Wells – New Provincial Regulations

That Council:

Direct staff to proceed with hiring the Hydrology Consultant at the estimated cost of \$6,300.00 to register the nine irrigation wells in Langford.

2. 2017 Capital Budget – 2017-2021 Five Year Financial Plan

That Council:

1. Approve in principle the 2017-2021 Parks Capital projects listed and refer them to the Director of Finance for inclusion in the budget with the following amendments:
 - a) Item 5 – Equipment for City Centre Park; Due to compressor issues at City Centre Park, that a back-up generator will need to be purchased; therefore, an increase to \$150,000 in the budget will be required; AND
 - b) Item 14 – E & N Trail Connection; The CRD will be doing this work, therefore, the City of Langford no longer needs to carry it in their budget.

3. 2017 Operations Budget – 2017-2021 Five Year Financial Plan

That Council:

Approves in principle the 2017-2021 Parks Operating Budget as presented in the staff reported dated November 28th, 2016 and refer it to the Director of Finance for inclusion in the budget.

CITY OF LANGFORD

RESOLUTIONS OF THE PROTECTIVE SERVICES COMMITTEE

Tuesday, November 29th, 2016

1. Proposed Dust Control Bylaw No. 1666, 2016 (Enforcement)

That Council proceed to give Dust Control Bylaw No. 1666, 2016 the first three readings at the Regular Council meeting of December 5th, 2016.



Staff Report to Council

Date: December 5, 2016

Department: Land Development

Subject: Proposed Panhandle Lots at 2566 & 2572 Wentwich Road

Background

The owner/developer of 2566 and 2572 Wentwich Road has applied for a subdivision of these two neighbouring properties. The proposal is to create two additional lots, both of which would be panhandle lots as illustrated in Figure 1.

Commentary

Staff look to Council for endorsement of proposed panhandle lots as not only do they not meet the 10% frontage requirement, as noted in section 512 of the Local Government Act. Council has delegated portions of this requirement to the Approving Officer, such as when lots are created on a cul-de-sac.

In this specific case, staff seek direction from Council relative to section 512 of the LGA as the new panhandle lots proposed. The new lots that would be created will all meet the minimum 550m² size requirement of the R2 zone. Figure 1 shows where the subject properties are located, and the approximate outline of the proposed panhandle lots (Lots 1 and 2).

Currently, the zoning bylaw prohibits two-family dwellings on panhandle lots



and excludes the area of the 'panhandle' portion when calculating the size of lot. Council also had a policy in the past that requested a larger area for panhandles, but as Council cannot direct the Approving Officer this policy was not enforceable. Council may wish to direct the City Planner to bring forward a report that would require the size and/or setbacks of panhandle lots to be larger than the zone requires in order to minimize impacts on neighbours.

Financial Implications

There are no known financial implications if Council were to endorse the panhandle lots.

Legal Implications

There are no known legal implication if Council were to endorse the panhandle lots.

Options

That Council:

1. Consider section 512 of the Local Government Act in regards to minimum frontage on a highway and exempt 2566 and 2572 Wentwich Road from this consideration to enable a two-lot subdivision that will create two panhandle lots and direct staff to proceed with processing the subdivision application as proposed.

OR

2. Consider section 512 of the Local Government Act in regards to minimum frontage on a highway and **not** exempt 2566 and 2572 Wentwich Road from this consideration direct staff to **not** proceed with the subdivision application as proposed.

Respectfully Submitted,

Submitted by:	Robert Dykstra, MCIP, RPP Land Development Planner
Concurrence:	Matthew Baldwin, MCIP, RPP Director of Planning
Concurrence:	Michelle Mahovlich, P.Eng, P.Geo, Director of Engineering
Concurrence:	Brent Molnar, Manager of Land Development
Concurrence:	Jim Bowden, Chief Administrative Officer

:rd



Staff Report to Council

Date: December 5, 2016

Department: Parks & Recreation

Subject: Goldstream Farmers Market Society– 2017-2019 Agreement

Background

The Goldstream Farmers Market Society (previously known as the Luxton Station Market Society), has been operating in Langford since 2010. The Market started out on Bryn Maur Avenue and relocated to Veterans Memorial Park in 2014. The current agreement expired in October of 2016 and the recently elected board has expressed their wish to continue their association with the City of Langford. A new agreement taking into account last year's addition of the sales of alcohol would form a part of the agreement.

Commentary

In 2016, a request was made to add the sales of alcohol to the Market. In a report to Council on April 4, 2016, Council approved (**Attachment A**) 1) two liquor vendors on a temporary basis for the purpose of tasting and selling one bottle only of locally bottled wine, cider or mead at the park for one season; and 2) that Councillor Lillian Szpak was asked to meet with representatives of the Market and Langford liquor store vendors at the end of the 2016 season to determine the effect and financial implications to the liquor store vendors in Langford.

On November 23, 2016, a meeting with Councillor Szpak, representatives of the Market Society, the Langford Liquor store vendors and city staff, concluded that the temporary trial proved very successful and had no detrimental impacts on the store vendors or community at large. Regular inspections of the area involved at the park were undertaken every 15 minutes to ensure compliance with the directions given and that there were no interactions with children or underage persons.

The liquor store vendors felt that the introduction of the vendors actually enhanced their exposure and that of local producers; they supported the inclusion of the liquor sales at the Goldstream Market in a new agreement with the City. As well, the Market operates under the same regulations as the liquor store vendors so it was determined that there was not an unfair advantage being given to the Market vendors.

The Market would like to add the inclusion of the sale of two (2) bottles per vendor in a new agreement versus last year's one (1) bottle per vendor. They will retain the existing 2 alcohol vendors per Market opening; the Market rotates these vendors so as to enhance the variety and exposure of the various local producers. The liquor store vendors were in agreement with the changes as proposed.

Financial Implications

None.

Legal Implications

None.

Options

That Council:

1. Direct staff to develop a new agreement for the 2017-2019 seasons including the sales of alcohol as requested;

Or,

2. Direct staff to develop a new agreement for the 2017-2019 seasons that does not include the sales of alcohol as requested;

Or,

3. Direct staff to develop a new agreement for the 2017-2019 seasons but maintain the current sales of one (1) bottle per vendor;

Or,

4. Decline to grant a new agreement at this time.

Respectfully Submitted,

Submitted by:	Mike Leskiw, Parks and Recreation Manager
Concurrence:	Matthew Baldwin, MCIP, RPP Director of Planning
Concurrence:	Lorne Fletcher, Manager of Community Safety and Municipal Enforcement
Concurrence:	Michelle Mahovich, P.Eng, P.Geo, Director of Engineering
Concurrence:	Steve Ternent, Director of Finance
Concurrence:	Jim Bowden, Chief Administrative Officer

ML/sel

ATTACHMENT A

Minutes of the Regular Meeting of Council
April 4th, 2016
Page 3 of 4

b) Award of Contract West Shore Parkway – Segment 2
- Staff Report (Engineering)

MOVED BY: COUNCILLOR SIFERT
SECONDED: COUNCILLOR WADE

That Council:

1. Award the contract for Segment 2 of the West Shore Parkway to Windley Contracting Ltd for a price of \$854,400.00 plus GST and fund this from the City's new Building Canada Infrastructure Grant; and
2. Award the provisional amount for the installation of the watermain to Windley Contracting Ltd for \$206,270 plus GST funded by the Glenshire Business Park Inc. by agreement with the City.

CARRIED.

c) Goldstream Farmers Market – Selling Alcohol
- Staff Report (Parks)

MOVED BY: COUNCILLOR SZPAK
SECONDED: COUNCILLOR BLACKWELL

That Council direct staff to allow two vendors the tasting only of locally bottled wine, cider and mead in Veterans Memorial Park.

MOVED BY: COUNCILLOR SZPAK
SECONDED: COUNCILLOR BLACKWELL

That Council

1. Approve two liquor vendors at the Goldstream Farmers Market on a temporary basis for the purpose of tasting and selling one bottle only of locally bottled wine, cider and mead in Veterans Memorial Park for one season; and
2. Direct Councillor Lillian Szpak to meet with the market and Langford liquor store vendors at the end of the market season to determine the effect and financial implications to the liquor store vendors in the Langford.

CARRIED.

COUNCILLOR SEATON OPPOSED

8. CORRESPONDENCE

a) Rupert and Franny Yakelashek
Re: World Water Day

MOVED BY: COUNCILLOR BLACKWELL
SECONDED: COUNCILLOR SZPAK

That Council receive the letter dated March 22nd, 2016 from Rupert and Franny Yakelashek regarding World Water Day.

CARRIED.



Staff Report to Council

Date: December 5, 2016

Department: Administration

Subject: GVPL Operating Agreement Renewal 2017-2020

Background

As Council may be aware, the Greater Victoria Public Library (GVPL) Operating Agreement is up for renewal. Attached is a copy of a proposed new operating agreement for Council approval. The new agreement has not changed in any substantial way from the previous agreement with most changes being minor house-keeping amendments.

The new agreement will be for a period of 4 years rather than the current 3 year term. Another proposed change in the agreement is that a single final budget submission be provided to Councils for approval, rather than providing a provisional and final budget as is required under the previous agreement.

Options

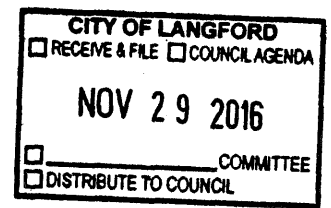
That Council:

1. Approve the GVPL operating agreement renewal 2017-2020 as proposed; OR
2. Advise the GVPL that it is not prepared to approve the Operating agreement 2017-2020 as proposed.

Respectfully Submitted,

Attachment

Submitted by:	Jim Bowden, CAO
---------------	-----------------



November 28, 2016

His Worship Mayor Stewart Young and Council
City of Langford
877 Goldstream Avenue, 2nd Floor
Langford, BC V9B 2X8

Dear Mayor Young and Council:

Re: Library Operating Agreement Renewal

On behalf of the Greater Victoria Public Library Board, I am pleased to provide you with a copy of the Library Operating Agreement that, upon your approval, will take effect January 1, 2017 to December 31, 2020. For the purpose of your review the following documents are included in this package:

Library Operating Agreement 2017-2020
Signatory Page

The current Library Operating Agreement ends December 31, 2016. We ask that you review the enclosed documents, and subject to Council approval complete the signatory sheet before year end if possible. Please forward the signatory sheet to the Office of the CEO, to the attention of Executive Assistant, Kristine Marshall for finalization. Once we have received approval from all our municipal partners, we will provide you with a copy of the new agreement that includes signatures from all parties.

On behalf of the Board I wish to thank you for your ongoing support for the library services we provide to your communities.

Sincerely,

Kevin Murdoch
Chair, Greater Victoria Public Library Board

Enclosures

Copies: Jim Bowden CAO, City of Langford
Steve Ternent, Director of Finance, City of Langford
Maureen Sawa, CEO, Greater Victoria Public Library
Donna Phillips, Director of Finance and Facilities, Greater Victoria Public Library

LIBRARY OPERATING AGREEMENT

January 2017 – December 2020

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LIBRARY OPERATING AGREEMENT

Dated: January 1, 2017

PARTIES TO THIS AGREEMENT:

**GREATER VICTORIA PUBLIC
LIBRARY BOARD (the "BOARD")**

**CORPORATION OF THE DISTRICT OF
CENTRAL SAANICH ("CENTRAL SAANICH")**

CITY OF COLWOOD ("COLWOOD")

**CORPORATION OF THE TOWNSHIP
OF ESQUIMALT ("ESQUIMALT")**

DISTRICT OF HIGHLANDS ("HIGHLANDS")

CITY OF LANGFORD ("LANGFORD")

DISTRICT OF METCHOSIN ("METCHOSIN")

**CORPORATION OF THE DISTRICT
OF OAK BAY ("OAK BAY")**

**CORPORATION OF THE DISTRICT
OF SAANICH ("SAANICH")**

**CORPORATION OF THE CITY OF
VICTORIA ("VICTORIA")**

TOWN OF VIEW ROYAL ("VIEW ROYAL")

INTRODUCTION

This Agreement is authorized by the *Library Act* Section 48, (RSBC, 1996, Chapter 264).

The Greater Victoria Public Library is a municipal library under the Act. It was formed by agreement and with the approval of the City of Victoria which established the Victoria Public Library in 1889. The Greater Victoria Public Library's principal activity is the operation of the public libraries serving the Municipalities that are party to this agreement, including the Cities of Victoria, Colwood and Langford, the Town of View Royal, the Township of Esquimalt and the Districts of Central Saanich, Highlands, Metchosin, Oak Bay and Saanich.

This agreement governs the Board and commits Municipalities to cooperate in the provision of library services. See Appendix A for History of Greater Victoria Public Library.

The Municipalities agree to provide representatives as Board Trustees as outlined in this agreement and the Board will provide strategic direction, hire a Chief Executive Officer, establish appropriate policies, perform fiduciary duties, monitor operations, and govern the organization through regular board meetings.

1. INTERPRETATION

1.1 The following appendices form part of this Agreement:

Appendix A – History of Greater Victoria Public Library

1.2 Unless stated otherwise, any reference to a statute is the relevant statute enacted by the province of British Columbia, and to the regulations made pursuant to such statute, as such statute and regulations may at any time be amended or modified and in effect, and to any statute or regulations that may be passed that have the effect of supplementing or superseding such statute or regulations.

1.3 Terms defined in the plural have corresponding meaning when used in the singular, and vice versa.

1.4 Definitions:

“Agreement” means this agreement, including all amendments from time to time.

“Annual Operating Budget” has the same meaning as “annual budget” and “budget” used in section 10 of the *Library Act*, RSBC 1996, c 264.

“BC Building Code” means the British Columbia Building Code, as amended from time to time.

“Board” means the Greater Victoria Public Library Board.

“Board Trustee” means a trustee and member of the Board.

“Class of Property” has the meaning defined in the Prescribed Classes of Property Regulation, B.C. Reg. No. 438/81 or similar enactment as it exists from time to time.

“Community Charter Act” refers to the Community Charter Act, SBC 2003, c 26.

“Converted Assessment Value” for a Municipality means, in accordance with the Assessment Act, the total assessment value in the previous calendar year of land and improvements taxed by the Municipality for general municipal purposes according to the property tax roll and the value of crown land under Section 6.3 of this Agreement, converted by property class and conversion rates as outlined under Section 6.2 of this Agreement.

“Council” means the council of a Municipality.

“Crown Land” means land and improvement owned by the Crown or an agent of the Crown in a previous calendar year if the municipality received or is due to receive a grant in lieu of taxes, in respect of the calendar year before the current calendar year.

“Five-Year Financial Plan” has the same meaning as “financial plan” used in section 165 of the Community Charter, SBC 2003, c 26.

“Major Asset Maintenance” refers to capital improvements (major maintenance or replacement) of building and major building components to maintain the life of the asset, including, but not limited to structural, mechanical, electrical, architectural, building envelope and roof system, and exterior site features, such as parking lots, sidewalks and grounds.

“Municipal Contributions” means a Municipality’s payment of a share of the Board’s Net Operating Cost of the library.

“Municipality” means a local government (e.g. municipality, district, town) that is a party to this Agreement.

“National Building Code” means the National Building Code of Canada, as amended from time to time.

“Net Operating Cost” means the approved annual budget for the Board expenditures minus all Board budgeted revenues, excluding revenue from Municipalities.

“Population” for a Municipality means the Municipality’s most recent population estimate (or census, if available) published by the Province of British Columbia, BC Stats, under Demography, Population, Estimates, Municipalities, Regional Districts and Development Regions.

“Service Area” has the meaning given to it in subsection 3.1 of this Agreement.

“Term” means the period of time during which this Agreement is in force as set out in subsection 2.1 and 2.2.

2. TERM

- 2.1 This Agreement will be in force from January 1, 2017, until December 31, 2020, subject to Sections 9 and 10.
- 2.2 In the event that the Term of this Agreement expires and a new Library Operating Agreement (the “New Agreement”) has not been entered into by the parties by the date of expiry, the terms and conditions of this Agreement (with the necessary changes read in) shall continue to be in force and binding upon the parties until such time as a New Agreement is executed.

3. SERVICE AREA

- 3.1 The service area (Service Area) of this Agreement is the combined geographical area of each Municipality.

4. THE BOARD

4.1 The Board will continue as a Municipal library board under the *Library Act*.

4.2 The Board will:

- (a) exercise the powers granted to and fulfill the duties imposed on it by the *Library Act*;
- (b) provide library services to each Municipality;
- (c) make recommendations to the Municipalities concerning potential new parties to this Agreement;
- (d) maintain commercial general liability, tenant, vehicle, directors and officers, and contents insurance coverage for the replacement value of all furniture, equipment, and the library collection;
- (e) submit to each Municipality every year audited financial statements;
- (f) subject to the exercise of a right of appeal or similar remedy, pay any judgment or award against the Board by a court or tribunal having jurisdiction over the Board;
- (g) develop and report on the strategic plan and submit a copy to the Council of each Municipality by March 1st of each year; and
- (h) provide a copy of the annual report required under the *Library Act* to the Council of each Municipality.

4.3 The Board will not adopt rules that differentiate among residents and electors of the Service Area for delivery of library service.

4.4 The Board will have exclusive possession, regulation, control, and management of branches.

4.5 The Board has all the powers contemplated by the *Library Act* and any additional powers permitted by law.

- 4.6 The Board may provide certain library services on a contractual fee-for-service basis to persons who are neither residents nor electors of any of the Municipalities.
- 4.7 Each Municipality will appoint one Board Trustee from their municipal Council and, in addition, appoint one Board Trustee per 25,000 people using the most recent population estimate published by the Province of British Columbia, BC Stats as a population base with the exception of Victoria as required by the *Library Act* section 5(2). Changes to this structure would be made related to population numbers reported in each five-year census report. Appropriate representation will be determined if a Municipality changes, using the latest population numbers and adjustments to the ratio to limit the Board from exceeding 19 trustees.
- 4.8 Based on subsection 4.7 , the Board will consist of:
- (a) five (5) Board Trustees appointed by Saanich Council;
 - (b) five (5) Board Trustees appointed by Victoria Council;
 - (c) two (2) Board Trustees appointed by Langford Council; and
 - (d) one (1) Board Trustee appointed by each of Central Saanich, Colwood, Esquimalt, Highlands, Metchosin, Oak Bay, and View Royal.
- 4.9 Upon admission of a new Municipality, the Board composition is to be changed in accordance with subsection 4.7 in order to provide appropriate representation for all.
- 4.10 The appointment, terms of office and qualifications of Board Trustees, requirements as to meetings, and other matters will be as provided in the *Library Act*, Part 2.

5. BOARD ANNUAL OPERATING BUDGETS

- 5.1 The Board will submit an Annual Operating Budget in accordance with section 10(1) of the *Library Act*, and a Five-Year Financial Plan in accordance with the *Community Charter Act*, to the Council of each Municipality by December 15th of each year for the following year for approval according to subsection 5.3.

- 5.2 Each Municipality may request a budget presentation by one or more representatives of the Board, to be determined by the Board, from January to April of the budget year.
- 5.3 An Annual Operating Budget submitted by the Board must be approved by Council resolution of Municipalities which together were required to pay in the previous calendar year more than half the Net Operating Cost of the Board.
- 5.4 An Annual Operating Budget must be approved by May 1 of each year in accordance with subsection 5.3. If an Annual Operating Budget has not been approved by May 1 in any year, the approved Annual Operating Budget will be the same as the most recent approved Annual Operating Budget.
- 5.5 The Board will include the following costs of the Library in the Annual Operating Budget:
- (a) salaries, wages, and employee benefit costs of persons appointed by the Board under sections 9(c) and (d) of the *Library Act*;
 - (b) the cost of buying new books, and other library materials;
 - (c) replacement costs such as replacing interior signs, minor replacement and maintenance of flooring and window coverings, replacing furniture and equipment;
 - (d) payments for the lease of premises for terms not exceeding fifteen (15) years, or for the lease-to-purchase or financing of equipment for terms not exceeding six (6) years;
 - (e) commercial general liability and contents insurance for library collection, furniture and equipment, including tenant insurance, but not including building insurance; Net Operating Cost will also include directors and officers insurance and vehicle insurance;
 - (f) applicable building maintenance costs from subsections 8.12 for support service areas contained within municipally-provided buildings;
 - (g) utilities including natural gas, hydro, water, and telecommunication;
 - (h) the following maintenance and repair costs of the Library:

- (i) cost of janitorial services including washing the exterior and interior of windows, cleaning flooring and window coverings, garbage collection, and recycling;
- (ii) design, layout, painting and maintenance of fixtures and minor architectural finishes of the interior of buildings;
- (iii) minor maintenance and replacement of lighting fixtures;
- (iv) maintaining interior signs;
- (v) repairing and maintaining furniture and equipment including shelving; automated materials handling systems, book return systems and chutes, and book dispensing equipment;
- (vi) maintenance, repair, and replacement of security alarm and monitoring systems, automated door access controls, closed circuit television; and
- (i) other costs the Board believes to be necessary from time to time.

5.6 Each Municipality will provide in its annual budget a sum sufficient to finance its share of the Board's approved Annual Operating Budget.

5.7 The Board will not expend funds which are not contemplated in an approved Annual Operating Budget, except in an emergency. In a perceived emergency, Library staff shall contact the Board chair, or if that person cannot readily be contacted, the vice-chair, or if that person cannot readily be contacted, the chair of the Finance Committee.

5.8 The Board will not:

- (a) incur expenditures in a calendar year which in total exceed the approved Annual Operating Budget; or
- (b) use funds approved for one purpose in an approved Annual Operating Budget for another purpose unless the funds reallocated comprise less than two percent (2%) of the approved Annual Operating Budget.

6. MUNICIPAL CONTRIBUTIONS TO NET OPERATING COST – CALCULATION

6.1 Each Municipality will pay a share of the Net Operating Cost of the Board each year equal to the Net Operating Cost multiplied by the sum of:

- (a) fifty percent (50%) of the (Converted Assessment Value for the Municipality divided by the total converted assessment values of all of Municipalities); and
- (b) fifty percent (50%) of (the Population of the Municipality divided by the total population of the Municipalities).

6.2 For the purpose of this part the assessed value of land and improvements will be converted by adding together the products obtained by multiplying the assessed value for each Class of Property by the percentage set out below for the class:

Class of Property	1	10%
	2	35%
	3	40%
	4	34%
	5	34%
	6	24.5%
	7	30%
	8	10%
	9	10%

6.3 The value of Crown Land will be:

- (a) in the case of Crown Land owned by the British Columbia Hydro and Power Authority, the assessed value under the *Assessment Act* for the calendar year before the previous calendar year; and
- (b) in the case of Crown Land owned by the Government of Canada or by an agent of the Government of Canada, the value, in the calendar year before the previous calendar year, of land and improvements that would result in a property tax equal to the grant in lieu of taxes if the land and improvements were not Crown Land; and

- (c) in the case of all other Crown Land, the lesser of the assessed value under the *Assessment Act* for the previous year and the value which would result in a property tax equal to the grant in lieu of taxes if the land and improvements were not Crown Land.

7. MUNICIPAL CONTRIBUTIONS TO NET OPERATING COST – PAYMENT

- 7.1 In each calendar year, each Municipality will pay to the Board on the first day of each month from January to December, one-twelfth of the Municipality's share of the Net Operating Cost for:
 - (a) the previous calendar year if the payment is made before the Annual Operating Budget has been approved; and
 - (b) the current calendar year if the payment is made after the Annual Operating Budget or amended Annual Operating Budget has been approved under subsection 5.3 or determined under subsection 5.4.
- 7.2 In order to adjust the monthly payment required by the preceding paragraph, each Municipality must pay at the same time as the first payment is made after the Annual Operating Budget or amended Annual Operating Budget has been approved an amount calculated by subtracting C from B where:
 - (a) C equals the total amount of the Municipality's payments made or to be made during that calendar year as required by subsection 7.1; and
 - (b) B equals the Municipality's share of the Net Operating Cost for the current calendar year.
- 7.3 At the end of each calendar year, the Board will reconcile the accounts and will either return any excess payment to each Municipality or apply any excess payment to the subsequent calendar year if approved by the Municipal Treasurer, and each Municipality will pay any deficiency to the Board.

8. BRANCHES

- 8.1 Each Municipality *will* either alone or jointly with one or more of the other Municipalities provide premises for each branch or branches in the Municipality free of charge, in accordance with the library service standards and guidelines determined by the Board, and subsection 8.7.
- 8.2 A Municipality may fulfill its obligations under subsection 8.1 through sole ownership, strata ownership, leasehold, or joint ownership.
- 8.3 Municipalities that provide branch premises jointly with one or more other municipalities will share any applicable costs as outlined in subsections 8.12 regarding branch maintenance based on whatever method the Municipalities directly involved may agree upon. Municipalities shall record the terms of their cost-sharing arrangements in writing, and provide copies of those arrangements to the Board.
- 8.4 A Municipality may fulfill its obligations under subsection 8.1 by purchasing a portion of an existing branch if approved by the Board, the owners of the building, and by Council resolution of two-thirds of the other Municipalities; and thereafter by paying its proportionate share of the operating costs of that building. The amount to be paid for purchase of a portion of a building shall take into consideration the original cost to the current owners, depreciation over the expected period of ownership or lifespan of the building, and the fair market value of land, as well as leasehold or other rights or obligations which may be attached to it.
- 8.5 Each Municipality will provide two years' notice to the Board of the intention to provide a new branch so that the impact on all of the partners and on Net Operating Cost can be determined and approved. Provision for a new branch must be included in the Five-Year Financial Plan.

- 8.6 Naming (or renaming) of library branches will be jointly determined by the Board and the Municipality or Municipalities responsible for the branch service area.
- 8.7 For establishment of a new branch and the relocation of an existing branch, each Municipality will either alone or jointly with one or more other municipalities provide a well-appointed library building that meets all standards, National Building Codes and BC Building Codes, including standards or specifications acceptable to the Board. Such library building will include adequate parking, shuttle and delivery truck access, and will be furnished and equipped with the following initial inventory (all to standards current at the relevant time):
- (a) a telecommunication system and internet infrastructure equivalent to a fibre-optic connection or a superior modality which is available at the relevant time;
 - (b) computers and related electronic equipment and peripheries including self-check equipment;
 - (c) millwork, display units, shelving, tables, chairs, flooring, window coverings, interior and exterior signage;
 - (d) establishment of an initial library collection or contribution to the library collection in branch relocations;
 - (e) library material handling systems including chutes, bins, and other equipment required for materials and collection handling;
 - (f) bicycle racks, outdoor benches, and landscaping; and
 - (g) security alarm and monitoring systems, automated door access control, and closed circuit television.
- 8.8 A branch will not be relocated without joint agreement between a Municipality or the majority of those Municipalities that jointly provided the branch, and the Board. If the relocation will result in a change in size of the branch or service levels provided at the branch, then a Municipality will provide two years' notice to the Board of the intention to

relocate the branch. Provision for a relocated branch must be included in the Five-Year Financial Plan.

- 8.9 In the case of a branch relocation, the Board will assess the contents of the branch to be moved to the new location, taking into account any change in size of the branch or service levels provided at the branch, for the purposes of developing a budget as outlined under subsection 8.7.
- 8.10 Each Municipality will reimburse the Board for costs that have been jointly approved by the Municipality and the Board for:
- a) Branch building maintenance costs for branches which are provided jointly and for which costs have been paid by the Board on behalf of the branch providers; and
 - b) feasibility studies, consulting reports and project management in connection with the purchase, lease, construction, alteration, or relocation of a branch provided by that Municipality.
- 8.11 A Municipality providing a new or relocated branch, or Municipalities if the premises are provided jointly, will provide in its annual budget a sum sufficient to finance the budget to equip new and relocated branches, and for any reimbursed costs under subsection 8.10.
- 8.12 The Municipality (or Municipalities) responsible for a branch will keep or cause to be kept premises in good and substantial repair and condition, compliant with the National Building Code and BC Building Code Accessibility requirements, and in a condition that does not restrict or hinder programming or public access and enjoyment, by providing, in relation to that branch:
- (a) removal of snow and ice from parking lots and sidewalks;
 - (b) maintenance and replacement of exterior site features including asphalt, sidewalks, parking lots, signage;
 - (c) maintenance of grounds, gardens, lawns, and sprinkler systems;

- (d) maintenance and replacement of all exterior installations including arbours, sculptures, bicycle racks and benches;
- (e) maintenance and replacement of interior and exterior stairs;
- (f) maintenance and replacement of interior and exterior lighting systems and fixtures;
- (g) maintenance of exterior surfaces including painting and varnishing, as appropriate;
- (h) repair or replacement of building systems including structural, mechanical, electrical and the building envelope including the roof system, exterior doors, windows and other protrusions;
- (i) maintenance and repair of architectural finishes and fixtures including interior doors and hardware, handrails, finished ceilings and other integral building features.

8.13 The Municipality (or Municipalities) responsible for a branch may fulfill any of their obligations under subsection 8.12 in the following ways:

- (a) Enter into an agreement with a third party such as a lessor, a strata corporation, or a building maintenance service provider to perform such obligations, with costs shared among the relevant Municipalities;
- (b) Where there are two or more Municipalities responsible for a branch, establish a Major Asset Maintenance fund for the library branch to be used for maintenance, repair or replacement of major building systems such as structural, mechanical, electrical, architectural and building envelope. Contributions to the fund will be set based on a long-term projection of expenses using the expected life of the relevant building systems. Major Asset Maintenance funds may be received in trust from Municipalities, and invested and administered by the Board;
- (c) Municipalities will ensure that their leases for branches that are located in leased premises, satisfy the maintenance requirements in subsection 8.12 by imposing on the landlord an obligation to carry out the maintenance which cannot reasonably be

performed by the Municipalities as tenants. Municipalities will provide the Board with a true copy of each lease and all related agreements with landlords, for reference purposes;

(d) Municipalities will ensure that where branches are located in a strata development, the strata bylaws obligate the strata corporation to carry out the maintenance under subsection 8.12 which cannot reasonably be performed by the Municipalities as owners or tenants of the relevant strata lots, or by the landlords of such strata lots.

Municipalities will provide the Board with a true copy of the strata bylaws for reference purposes.

8.14 Notwithstanding subsection 8.13, Municipalities remain bound to perform or cause to be performed the obligations set out in subsection 8.12.

8.15 The Board may enter into agreements with Municipalities from time to time to clarify and expand on the responsibilities of parties to this Agreement in relation to arrangements, but such agreements will not contravene this Agreement.

8.16 Each municipality, either alone or jointly with one or more of the other Municipalities, will provide insurance on the building, including permanent fittings, fixtures and extensions, but not the contents referred to in Section 5. If the premises are leased, the Board will ensure that tenant insurance included in the Annual Operating Budget under Section 5 includes provisions to co-insure the municipal branch provider(s).

8.17 The Board will adjust Municipal Contributions to the Net Operating Cost as outlined in Section 6 for a rent adjustment as follows:

- (a) Where a building or a part of a building is used by the Board for the benefit of all of its Municipalities, such as a support service area for administration located within a branch, and the building or part of the building was paid for by some but not all of Municipalities, then those Municipalities which did not contribute to the initial acquisition of such building or who have not subsequently purchased a portion of such building will pay

reasonable rent to those Municipalities which did contribute to the initial acquisition of the building or who have subsequently purchased a portion of such building.

- (b) For the purposes of subsection 8.18 (a), reasonable rent shall be at least the average of \$10 per square foot per annum, and a return of eight percent (8%) on the original cost of the building or part of the building.
- (c) The rent calculated in terms of subsection 8.18 (b) will be borne by those Municipalities required to pay it in the same proportions as the Annual Operating Budget is shared and distributed to those Municipalities entitled to receive it in the same proportions as the building or part of the building is owned by or was paid for by them.

8.18 Shelving, furniture, equipment, and library collection located in a branch will be the property of the Board.

8.19 The Board will not discontinue the operation of a branch without the consent of the Municipality in which the branch is located or the majority of those Municipalities that jointly provided the branch.

9. NEW PARTIES TO AGREEMENT

- 9.1 The Board will not recommend a potential new party to this Agreement unless:
- (a) the Board is satisfied that there will be no negative impact on the quality and cost of service for the existing parties;
 - (b) the potential new party together with the Board has developed a service plan which identifies the level of service to be offered in the community of the potential new party, including the branch and collection size; and
 - (c) the potential new party has agreed to meet obligations under subsection 8.7.
- 9.2 A service plan under subsection 9.1 (b) may provide for implementation of the plan over a period of time.

- 9.3 Within two (2) months of receiving the Board's recommendation to admit a new party to this Agreement, the Council of each Municipality will vote to admit or not to admit the new party on the terms of the service plan.
- 9.4 A new party will not be admitted unless at least two-thirds of the Municipalities resolve to admit the party.
- 9.5 A new party will have representation on the Board according to subsection 4.7.

10. TERMINATION AND WITHDRAWAL

- 10.1 A Municipality may withdraw from this Agreement by notifying the Board and every other Municipality in writing.
- 10.2 A withdrawal is effective on December 31st in the year following the year in which notice is given.
- 10.3 A Municipality which has withdrawn:
- (a) ceases to have rights or obligations under this Agreement or otherwise with respect to the Library, except as provided in this section;
 - (b) will pay to the Board any adjustment necessary under subsection 9.3;
 - (c) will pay to the Board the cost, if any, of removing patron and bibliographic records from the records of the Board;
 - (d) will buy out its share of any existing lease to purchase;
 - (e) will continue to be obligated for its share of any uninsured claim or judgment of a court or tribunal having jurisdiction over the Board arising out of circumstances which existed before the date on which the withdrawal of the Municipality is effective;
 - (f) will pay to the Board all employee-related costs of the Board required and as a result of the withdrawal, pursuant to the Employment Standards Act and Collective Agreement then in force.

10.4 If this Agreement expires and is not renewed, if Victoria gives notice under subsection 10.1, or if Victoria adopts a bylaw abolishing the Library under section 13 of the *Library Act*:

- (a) the Municipalities and the Board will try to reach an agreement in writing as to the distribution of the assets and liabilities of the Board; and
- (b) the terms of this Agreement will remain in force until:
 - (i) an agreement is reached under subsection 10.4 (a) of this Agreement; or
 - (ii) a resolution has been reached under Section 13 of this Agreement.

10.5 If the Municipalities do not reach an agreement under subsection 10.4 (a) of this Agreement within six (6) months of the expiry date of this Agreement, the distribution of the assets and liabilities of the Board will be decided under the terms of Section 13 of this Agreement.

10.6 If this Agreement is renewed and the renewed Agreement is approved or executed by some, but not all, of the Municipalities by the time this Agreement expires, then those Municipalities who have not approved or executed the new Agreement will be deemed to have given the notice of withdrawal referred to in subsection 10.1 of this Agreement, and the terms of subsections 10.2 and 10.3 of this Agreement will apply to them.

11. MISCELLANEOUS

11.1 This Agreement replaces the Agreement of January 1, 2014.

12. COUNTERPART CLAUSE

12.1 This Agreement may be signed in counterparts that:

- (a) have the same effect as if the parties had all signed the same document;
- (b) will be construed together to be an original document; and
- (c) will constitute one and the same Agreement.

13. DISPUTE RESOLUTION

13.1 In the event of a dispute concerning the terms, interpretation, or application of this Agreement between a Municipality or Municipalities and the Board or between Municipalities the dispute will be resolved as follows:

- (a) the parties to the dispute will appoint an independent mediator with experience in the resolution of commercial disputes who will assist the parties to reach a mutually acceptable resolution of the dispute within ninety (90) days. Each party will bear their own costs in relation to the mediation process and the other fees and expenses associated with the mediation process will be shared equally between the parties; and
- (b) if the dispute is not settled by mediation in accordance with subsection 13.1(a) within ninety (90) days, the dispute will be determined by arbitration pursuant to the provisions of the BC International Commercial Arbitration Centre (bcicac.com). The result of arbitration will be final and binding. The arbitrator has the power to determine responsibility for all costs relating to the arbitration.

Appendix A - History of Greater Victoria Public Library

The Public Library By-Law, 1902 was enacted by the Council of the Corporation of the City of Victoria upon acceptance of a donation of \$50,000 from Mr. Andrew Carnegie where it was also approved to erect a Free Public Library upon municipal land located at the corner of Blanshard and Yates Streets.

In 1966, it was agreed in principle to enter into a new inter-municipal library agreement to replace, what was up to that point, an arrangement whereby the Victoria Public Library contracted out services to other municipalities in the Greater Victoria region.

In 1974, the library became a registered charity under the legal name of *Greater Victoria Public Library Board*. The charity's board of trustees currently consists of 21 individuals consisting of 19 Board Trustees appointed by Municipal Councils, in accordance with subsection 4.9 of this Agreement and 2 ex officio members: 1) The library's CEO (who acts as secretary to the Board) and 2) The library's Director, Finance and Facilities (who acts as treasurer to the Board).

A Greater Victoria Public Library Board ("Board") was established in accordance with provincial legislation, the Public Library Act (1994) and the intermunicipal agreement, signed in 1993 and an Addendum, signed in 1995 to cover the bridging period for the West Shore Communities.

Up until this time, GVPL consisted of four municipalities: the City of Victoria, the Districts of Saanich and Oak Bay, and the Township of Esquimalt. With the addition of the West Shore Communities (Cities of Langford and Colwood, Districts of Metchosin and Highlands) in 1996, the library then consisted of 8 municipal partners.

The District of Central Saanich and the Town of View Royal joined in 2002, resulting in the 10 municipal partners that are still parties to the Agreement today.

Municipality	Year Joined (By Signing LOA)
Victoria, City of	1966
Saanich, District of	1966
Oak Bay, District of	1966
Esquimalt, Township of	1966
Langford, City of	1996
Colwood, City of	1996
Highlands, District of	1996
Metchosin, District of	1996
Central Saanich, District of	2002
View Royal, Town of	2002

The Board also provides services to the communities of Willis Point, Durrance, and Malahat, under separate agreement, and members of the Esquimalt, Songhees, Tsawout, Tsartlip and Beecher Bay Bands, all of which are not included in the service area as per the Library Operating Agreement.

Appendix A - History of Greater Victoria Public Library - Continued

According to the Library Operating Agreement, branch buildings are provided by the municipalities.

In 1998, the four municipalities that comprised GVPL, Victoria, Saanich, Oak Bay and Esquimalt, purchased a strata lot which became the Central Branch from a provincial crown corporation, the British Columbia Building Corporation ("BCBC"). BCBC transferred title of the property on the condition that the buyers granted it an option to purchase the property and a right of first refusal to purchase the property. BCBC no longer exists, but the rights it held are now controlled by the province. If the owners sell the property, or it ceases to be used for library purposes, the province may acquire the property for a price (determined by a formula) that is well below market value. The disparity between market value and the formula grows every year.

The 1999 Library Operating Agreement outlined that Victoria would be the sole contributor to the Central Branch strata and maintenance costs in order to fulfill its obligations to provide branch premises. Saanich, Esquimalt and Oak Bay fulfilled their obligations to provide premises through branches located within their own municipalities. On December 14, 2007, the Town of View Royal fulfilled its obligation to provide a branch premises by acquiring an interest in the Central Branch strata lot, and contributing to the Central Branch strata and maintenance costs along with Victoria.

The current owners on title to the Central Branch are the original four owners and View Royal. Current contributors to branch strata and maintenance costs are Victoria and View Royal.

	Locations	Total Square Footage	Ownership Model	Support Service Area included	Branch Provider (obligations under Section 8 of LOA)
1	Central Branch (Core District Branch)	48,222	Strata	28%	Victoria, View Royal
2	Nellie McClung Branch (Saanich/Peninsula District Branch)	13,713	Sole Owner		Saanich
3	Juan de Fuca (West Shore District Branch)	19,289	Joint Owners	20%	Langford, Colwood, Metchosin, Highlands
4	Oak Bay Branch	11,367	Sole Owner		Oak Bay
5	Esquimalt Branch	8,633	Sole Owner		Esquimalt
6	Goudy Branch	2,045	Sole Owner		Langford
7	Central Saanich Branch	4,704	Sole Owner		Central Saanich
8	Bruce Hutchison Branch	9,709	Sole Owner		Saanich
9	Emily Carr Branch	5,511	Leased		Saanich
10	Saanich Centennial Branch	12,518	Sole Owner		Saanich
11	Langford Heritage Branch	3,969	Leased		Langford
12	747 Fort Street	3,332	Leased (Board)	100%	
13	James Bay branch (Planned opening January 1, 2018)	TBC	Leased		
	Total Branch Square Footage	122,295			
	Total Support Service Square Footage	20,717			
	Total Square Footage	143,012			

Appendix B – Ownership/Shared Property

Cost sharing for support service areas for administration, located within branches and used by the Board for the benefit of all of its Municipalities (subsection 8.17) is as follows:

Central Branch		
	% share	Square feet
Victoria	67.17%	32,400
View Royal	4.83%	2,330
Total Branch	72.00%	34,730
Administration	28.00%	13,492
Total	100.00%	48,222

Juan de Fuca Branch		
	% share	Square feet
Langford, Colwood, Metchosin, Highlands	80.00%	15,375
Total Branch	80.00%	15,375
Collection and Technical Services	20.00%	3,893
Total	100.00%	19,268

	Owner Share ¹	Rent Share
Victoria	68.31%	1.14%
Saanich	19.12%	19.12%
View Royal	4.86%	0.03%
Oak Bay	4.19%	4.19%
Esquimalt	3.52%	3.52%
Total	100.00%	
Administration portion		28.00%

	Owner Share ²	Rent Share
Victoria	33.00%	} same
Saanich	38.50%	
Oak Bay	8.00%	
Esquimalt	7.00%	
Langford	6.50%	
Colwood	4.50%	
Metchosin	1.90%	
Highlands	0.60%	
Total	100.00%	

Rent paid according to municipal contribution share in relevant year by:
Langford
Colwood
Metchosin
Highlands
Central Saanich

Rent paid according to municipal contribution share in relevant year by:
View Royal
Central Saanich

¹ Owner share of entire Central Branch Strata Lot 1 (48,222 square feet)

² Owner share of Collection and Technical Services area only (3,893 square feet), based on building construction paid ratios

LIBRARY OPERATING AGREEMENT

Term: January 1, 2017 to December 31, 2020

PARTIES TO THIS AGREEMENT:

GREATER VICTORIA PUBLIC
LIBRARY BOARD (the BOARD)

CORPORATION OF THE DISTRICT OF
CENTRAL SAANICH (CENTRAL SAANICH)

CITY OF COLWOOD (COLWOOD)

CORPORATION OF THE TOWNSHIP
OF ESQUIMALT (ESQUIMALT)

DISTRICT OF HIGHLANDS (HIGHLANDS)

CITY OF LANGFORD (LANGFORD)

IN WITNESS of its terms the parties have executed this Agreement.

THE CORPORATE SEAL of the CITY OF LANGFORD was placed on this Agreement in the presence of:

Signature

Name

Title

Signature

Name

Title

DISTRICT OF METCHOSIN (METCHOSIN)

CORPORATION OF THE DISTRICT
OF OAK BAY (OAK BAY)

CORPORATION OF THE DISTRICT
OF SAANICH (SAANICH)

CORPORATION OF THE CITY OF
VICTORIA (VICTORIA)

TOWN OF VIEW ROYAL (VIEW ROYAL)



Royal Canadian Legion
Prince Edward Branch #091

761 Station Avenue
Victoria, BC V9B 2S1
Tel: 250 478-1828
Fax: 250 478-1870
e-mail: secretary@rcl91.ca
website: www.rcl91.ca
A Non-Profit Organization

November 30, 2015

Mayor Stewart Young
and Council Members
City of Langford
2nd Floor, 877 Goldstream Avenue
Victoria BC V9B 5P6

Dear Mayor Young and Council Members:

Re: 2016 Remembrance Day Ceremony

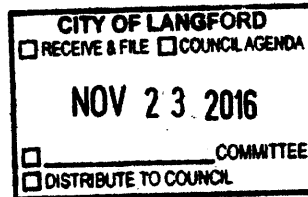
On behalf of the Royal Canadian Legion, Prince Edward Branch #91, I would like to thank you for all your help with our Remembrance Day Service, from all the work in the park making sure it is clean, to moving in the bleachers and paying for the tents. All the staff were more than accommodating to our requests.

Our Remembrance Day celebration at the Branch was one of the most successful we have had to date, providing soup and sandwiches for 1800 - 2000 people from the community.

Once again, thank you for all your support for our Remembrance Day Service.

Lest we Forget,

Norm Scott
President



November 18, 2016

Mayor Stewart Young
City of Langford
877 Goldstream Avenue, 2nd Floor
Langford, BC V9B 2X8

Dear Mayor Young:

RE: GAS TAX AGREEMENT COMMUNITY WORKS FUND PAYMENT

I am pleased to advise that UBCM is in the process of distributing the second Community Works Fund (CWF) payments for fiscal 2016/2017. An electronic transfer of \$642,736.21 is expected to occur within the next 30 days. These payments are made in accordance with the payment schedule set out in your CWF Agreement with UBCM (see section 4 of your Agreement).

CWF is made available to eligible local governments by the Government of Canada pursuant to the Administrative Agreement on the Federal Gas Tax Fund in British Columbia. Funding under the program may be directed to local priorities that fall within one of the eligible project categories.

Further details regarding use of CWF and project eligibility are outlined in your CWF Agreement, and details on the Renewed Gas Tax Agreement can be found on our website at www.ubcm.ca.

For further information, please contact Gas Tax Program Services by e-mail at gastax@ubcm.ca or by phone at 250-356-5134.

Sincerely,

Councillor Murry Krause
UBCM President

PC: Steve Ternent, Director of Finance



Staff Report to Council

Date: 05/12/2016

Department: Planning

Application No.: Z14-0018

Subject: Bylaw No. 1552 - Application to rezone 2854 and 2856 Peatt Rd and 815, 819 and 823 Hockley Ave from R1 (One-Family Residential) to MU2 (Mixed-Use Residential Commercial 2) to permit the development of two mixed-use buildings containing approximately 460m² of ground floor commercial and 137 residential dwelling units

Background

At their Regular Meeting dated January 19th, 2015, Council passed the following resolution with respect to this application:

1. *Direct staff to prepare a bylaw to amend the zoning designation of the property located at 2854-2856 Peatt Rd and 815-819 Hockley Ave from R1 (One-Family Residential) to C8A (Community Town Centre Pedestrian A) subject to the following terms and conditions:*
 - a) *That the owner agrees to provide, as a bonus for increased density, the following contributions per dwelling unit created, prior to the issuance of a Building Permit:*
 - i. \$1,525 towards the General Amenity Reserve Fund;
 - ii. \$10.75 per m² of commercial GFA towards the General Amenity Reserve Fund;
 - iii. \$610 towards the Affordable Housing Reserve Fund;**(Secured in Bylaw No. 1552)**
 - b) *That the applicant provides, prior to Public Hearing, a traffic impact study prepared by a qualified professional that meets the terms of reference provided by the Director of Engineering; (Complete)*
 - c) *That the applicant registers a road dedication plan in accordance with the recommendations of the traffic impact study to be provided prior to Public Hearing to the satisfaction of the Director of Engineering, prior to Bylaw Adoption;*
 - d) *That the applicant provides, prior to Bylaw Adoption, a Section 219 covenant, registered in priority of all other charges on title, that agrees to the following:*
 - i. *That vehicle access to the proposed development shall occur via Hockley Ave only;*
 - ii. *That any intersection improvements identified in the traffic impact study to be provided prior to Public Hearing are completed, or secured in a Development Servicing Agreement with appropriate bonding, prior to subdivision approval or*

-
- the issuance of a Building Permit, whichever is first, and to the satisfaction of the Director of Engineering;*
- iii. *That all remaining required frontage improvements required by Subdivision and Development Servicing Bylaw No. 1000 are completed, or secured in a Development Servicing Agreement with appropriate bonding, to the satisfaction of the Director of Engineering prior to subdivision approval or the issuance of a Building Permit, whichever is first. These improvements are expected to consist of:*
- 1. Curb and gutter along the Hockley Ave frontage (no sidewalk is required, as this has been designated to occur along the north side of this street only);*
 - 2. Street lights, if deemed necessary;*
- iv. *That the applicant provide a sidewalk along the Hockley Avenue frontage of the property, in addition to the requirements of Bylaw No. 1000;*
- v. *That the applicant submit a report prepared by a certified arborist, prior to the commencement of any development activities on-site, to determine the feasibility of retaining existing trees within the Peatt and Hockley frontages of the subject property post-development. If the trees are removed, they shall be replaced and supplied with irrigation per Sections 14.2.3 and 14.2.4 of Subdivision and Development Servicing Bylaw No. 1000, to the satisfaction of the Parks Manager;*
- vi. *That a construction parking management plan shall be provided prior to the commencement of any development activities on-site;*
- vii. *That a stormwater management plan be provided and any improvements specified in the plan be completed, or secured in a Development Servicing Agreement, to the satisfaction of the Director of Engineering prior to the issuance of a Building Permit.*
- viii. *That a stormwater maintenance covenant to be registered prior to request for an Occupancy Permit to ensure future owners are aware of their maintenance obligations;*
- ix. *That any necessary CRD Water and BC Hydro system modifications required by the respective utilities to serve the proposed building be identified prior the issuance of a Building Permit, and implemented as a condition of Building Permit issuance; and*
- e) *That the Bylaw to rezone the subject properties amends the maximum permitted height in the C8A Zone from 12.2m, or four storeys, to six storeys.*

At their Regular Meeting dated February 16th, 2015, Council amended and gave a new first reading to Bylaw No. 1552 to include 823 Hockley Avenue into this rezoning application.

At their Regular Meeting dated January 18th, 2016, Council amended and gave a new first reading to Bylaw No. 1552 to change the prospective new zone to MU2 (Mixed Use Residential Commercial 2).

Comments

The applicant's solicitor has provided an unrestricted letter of undertaking to register a signed Sec. 219 covenant against the title of the subject property that agrees to items 1 (c) and (d) (i) through (ix) in Council's resolution of January 19th, 2015.

Bylaw No. 1552 was signed by the Minister of Transportation on March 15th, 2016.

Now that Council's resolution has been secured, Council may wish to consider giving final reading to Bylaw No. 1552.

OPTIONS

That Council:

1. Adopt Bylaw No. 1552;

OR

2. Take no action at this time with respect to Bylaw No. 1552.

Respectfully Submitted,

Submitted by:	Grant Liebscher, Planner II
Concurrence:	Matthew Baldwin, MCIP, RPP Director of Planning
Concurrence:	Mike Leskiw, Parks and Recreation Manager
Concurrence:	Michelle Mahovlich, P.Eng, P.Geo, Director of Engineering
Concurrence:	Brent Molnar, Manager of Land Development
Concurrence:	Steve Ternent, Director of Finance
Concurrence:	Jim Bowden, Chief Administrative Officer

:gl

CITY OF LANGFORD BYLAW NO. 1552

A BYLAW TO AMEND BYLAW NO. 300, "LANGFORD ZONING BYLAW, 1999"

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

A. Langford Zoning Bylaw No. 300, 1999 is amended as follows:

1. By deleting from the **R1 (ONE-FAMILY RESIDENTIAL) Zone** and adding to the **MU2 (Mixed Use Residential Commercial) ZONE** the properties legally described as STRATA LOTS 1 and 2, SECTION 5, ESQUIMALT DISTRICT, STRATA PLAN VIS2796, TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 (2854 and 2856 Peatt Rd); and AMENDED LOT 16 (DD 1907491) and AMENDED LOT 17 (DD 190326I), SECTION 5, ESQUIMALT DISTRICT, PLAN 1776 (815 & 819 Hockley Ave) and LOT 2, SECTION 5, ESQUIMALT DISTRICT, PLAN 10944 (823 Hockley Ave) in the portions as shown shaded on Plan No. 1 attached to and forming part of this Bylaw.
2. By adding the following line to Table 1 of Schedule AD:

Zone	Bylaw No.	Legal Description	Amenity Contributions	Eligible for reduction in Section 2 of Schedule AD
MU2	1552	STRATA LOTS 1 and 2, SECTION 5, ESQUIMALT DISTRICT, STRATA PLAN VIS2796, TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 (2854 and 2856 Peatt Rd); and AMENDED LOT 16 (DD 1907491) and AMENDED LOT 17 (DD 190326I), SECTION 5, ESQUIMALT DISTRICT, PLAN 1776 (815 & 819 Hockley Ave) LOT 2, SECTION 5, ESQUIMALT DISTRICT, PLAN 10944 (823 Hockley Ave)	a) \$1,525 per dwelling unit towards the General Amenity Reserve Fund; b) \$10.75 per m2 of commercial GFA towards the General Amenity Reserve Fund; c) \$610 per dwelling unit towards the Affordable Housing Reserve Fund;	Yes

- B. This Bylaw may be cited for all purposes as "Langford Zoning Bylaw, Amendment No. 419, (2854 and 2856 Peatt Rd and 815, 819, 823 Hockley Ave), 2015".

READ A FIRST TIME this 1st day of February, 2016.

PUBLIC HEARING held this 7th day of March, 2016.

READ A SECOND TIME this 7th day of March, 2016.

READ A THIRD TIME this 7th day of March, 2016.

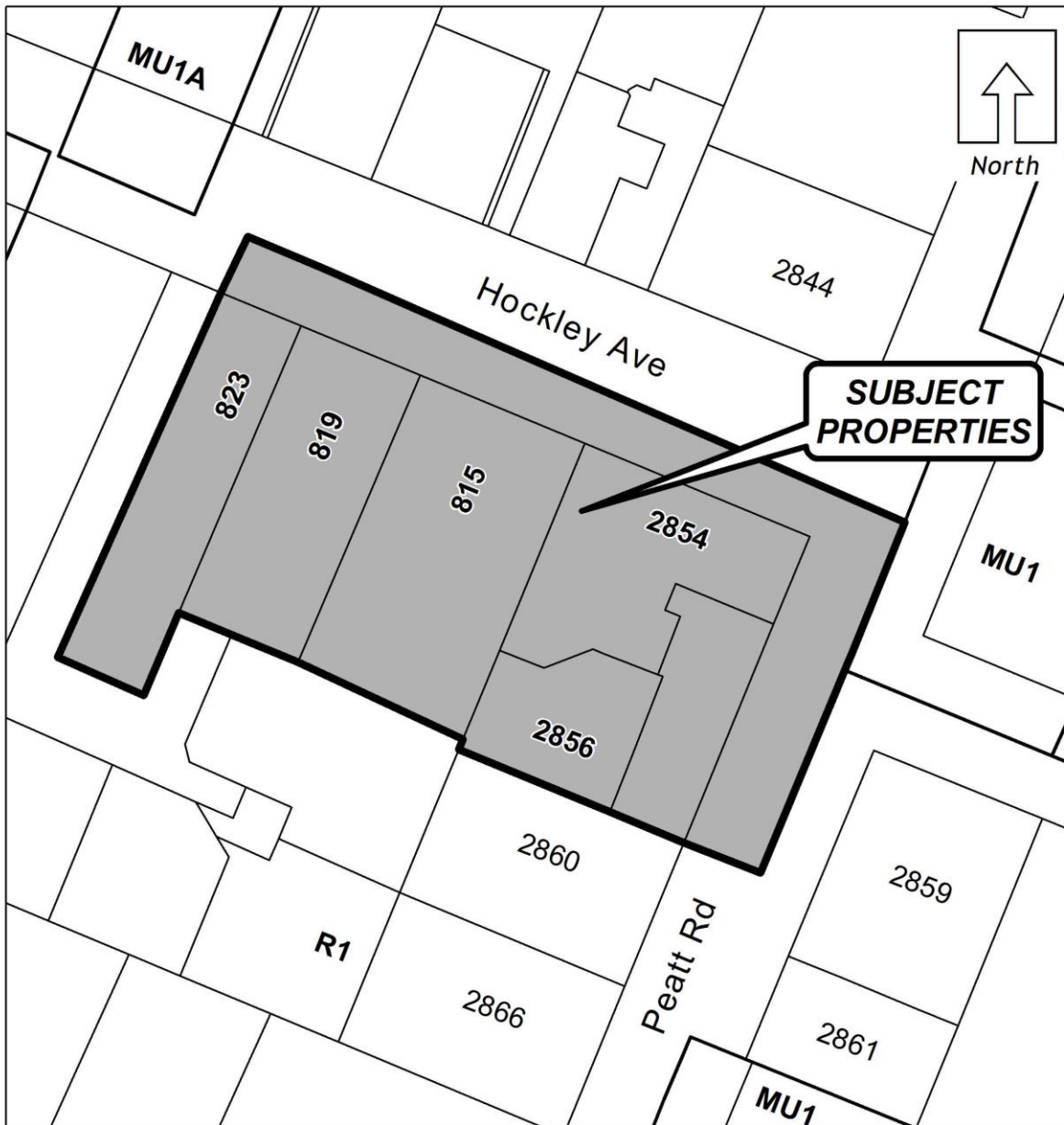
APPROVED BY THE MINISTRY OF TRANSPORTATION this 15th day of March, 2016.

ADOPTED this day of , 2016.

MAYOR

(Certified Correct)
CORPORATE OFFICER

Document Name: Bylaw_1552



I HEREBY CERTIFY THIS TO BE A TRUE COPY
OF PLAN No. 1 AS DESCRIBED
IN SECTION A1 OF BYLAW No. 1552

MAYOR

ADOPTION: _____

CORPORATE OFFICER

Scale: N.T.S.

Last Revised: 2/6/2015



Staff Report to Council

Date: 05/12/2016
Department: Planning
Application No.: Z16-0018
Subject: Bylaw No. 1660 - Application to Rezone 2822 and 2824 Knotty Pine from R2 (One and Two Family Residential) to RM7A (Medium Density Apartment 7A) Zone to Allow a six unit townhouse.

At their Regular Meeting of September 19th, Council passed the following resolution with respect to the property at 2822 and 2824 Knotty Pine Road:

1. *Direct staff to prepare a bylaw to amend the zoning designation of the property at 2822 and 2824 Knotty Pine from R2 (One and Two Family Residential) Zone to RM7A (Medium Density Apartment 7A) Zone , subject to the following terms and conditions:*
 - a) *That the owner agrees to provide, as a bonus for increased density, the following contributions per unit, prior to the issuance of a Building Permit:*
 - i. *\$2,562 towards the General Amenity Reserve Fund;*
 - b) *That the applicant provides, prior to Bylaw Adoption, a Section 219 covenant, registered in priority of all other charges on title, that agrees to the following:*
 - i. *That a construction parking plan will be provided prior to the issuance of a Building Permit;*
 - ii. *That a stormwater management and maintenance plan should be created and registered on title for the benefit of future owners;*
 - iii. *That any necessary underground or above ground servicing upgrades, extensions, or other requirements should be fulfilled at the applicant's expense; and*
 - iv. *That the applicant will construct full frontage improvements as per Bylaw No. 1000 to the satisfaction of the Director of Engineering at the time of subdivision.*
 - c) *That the applicant provides a landscape plan, to the satisfaction of the Director of Planning, prior to Public Hearing.*

2) *Authorize the Director of Planning to issue the following variances within the Development Permit for 2822 and 2824 Knotty Pine Road:*

- a) That Section 6.36A.06(1) be varied to reduce the minimum setback to a front lot line to 5.57 m; and*
- b) That Section 6.36A.06(2) be varied to reduce the minimum setback to an interior side lot line to 2 m; and*
- c) That Section 4.01.01 Table 1 be varied to reduce the number of visitor parking spaces from 2 to 0; and*
- d) Subject to the applicant covenanting and agreeing that parking spaces within garages will be used for parking, and not for storage.*

COMMENTS

Bylaw 1660 includes the amenity contributions specified in item 1 a) of Council's above noted resolution. The applicant has registered a Section 219 covenant against the title of the subject property that agrees to items 1 b)(i) through (iv). A landscaping plan was provided prior Public Hearing in accordance with Council's resolution.

Bylaw No. 1160 was signed by the Minister of Transportation on November 10th, 2016.

OPTIONS

That Council:

1. Adopt Bylaw No. 1660;
2. Take no action at this time with respect to Bylaw No. 1660;

Respectfully Submitted

Submitted by:	Lauren Morhart, MCIP, RPP Planner II
Concurrence:	Matthew Baldwin, MCIP, RPP Director of Planning
Concurrence:	Michelle Mahovlich, P.Eng, P.Geo, Director of Engineering
Concurrence:	Steve Ternent, Director of Finance
Concurrence:	Jim Bowden, Chief Administrative Officer

:lhm

**CITY OF LANGFORD
BYLAW NO. 1660**

**A BYLAW TO AMEND BYLAW NO. 300,
"LANGFORD ZONING BYLAW, 1999"**

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

A. Langford Zoning Bylaw No. 300, 1999 is amended as follows:

1. By deleting from the **R2 (One- and Two-Family Residential)** Zone and adding to the **RM7A (Medium Density Apartment A) Zone** the property legally described as LOT 10, SECTION 5, ESQUIMALT DISTRICT, PLAN 10444; PID No.: 000-050-041 (2822 and 2824 Knotty Pine Rd) in the portions as shown shaded on Plan No. 1 attached to and forming part of this Bylaw
2. By adding the following line to Table 1 of Schedule AD:

Zone	Bylaw No.	Legal Description	Amenity Contributions	Eligible for Reduction in Section 2 of Schedule AD (Column 5)
RM7A	1660	LOT 10, SECTION 5, ESQUIMALT DISTRICT, PLAN 10444 (2822 & 2824 Knotty Pine Rd)	a) \$2,562 per townhouse unit towards the General Amenity Reserve Fund; b) \$610 per townhouse unit towards the Affordable Housing Reserve Fund.	No

- B. This Bylaw may be cited for all purposes as "Langford Zoning Bylaw, Amendment No. 464, (2822 & 2824 Knotty Pine Rd), 2016".

READ A FIRST TIME this 3rd day of October, 2016.

PUBLIC HEARING held this 7th day of November, 2016.

READ A SECOND TIME this 7th day of November, 2016.

READ A THIRD TIME this 7th day of November, 2016.

APPROVED BY THE MINISTRY OF TRANSPORTATION this 10th day of November, 2016.

ADOPTED this day of , 2016.

MAYOR

(Certified Correct)
CORPORATE OFFICER



Document Name: Bylaw_1660_

I HEREBY CERTIFY THIS TO BE A TRUE COPY
OF PLAN No. 1 AS DESCRIBED
IN SECTION A1 OF BYLAW No. 1660

MAYOR

ADOPTION: _____

CORPORATE OFFICER

Scale: N.T.S.

Last Revised: 9/22/2016



Staff Report to Council

Date: 05/12/2016
Department: Planning
Application No.: Z16-0020
Subject: Bylaw No. 1661; Application to Amend the Amenity Contribution Provisions of the Mixed Use Employment 1 (MUE1) Zone

At their Special Meeting of 1 November 2016, Council passed the following resolution with respect to the properties located at 1144-1198, 1216-1230 Goldstream Ave; 1132, 1134, 1136, 1142 Donna Ave; 1106, 1110 Sergio Pl; 2752 Leigh Rd; 2730, 2734, 2738 Trans-Canada Hwy:

That Council:

1. *Give Bylaw No. 1661 first reading, as presented and waive the requirement for a Public Hearing with respect to Bylaw No. 1661; and*
2. *Direct staff to prepare a revitalization program bylaw so that all Office and Technology floorspace within the City may be provided a tax exemption; and*
3. *Direct staff to amend Development Variance Permit DVP-14-0010 to include all properties that are split-zoned MUE1 and either R2, R2A, or RR4, subject to the same variances and conditions as DVP14-0010 as issued, and send notices of intent to consider issuance of the Development Variance Permit as amended.*

CARRIED.

COMMENTS

Bylaw No. 1661 was signed by the Minister of Transportation on 24th November 2016.

There are no other outstanding conditions with respect to Bylaw No. 1661, and Council may adopt this bylaw should they so choose.

OPTIONS

That Council:

1. Adopt Bylaw No. 1661;

2. Take no action at this time with respect to Bylaw No. 1661;

Respectfully Submitted,

Submitted by:	Matthew Baldwin, MCIP, RPP Director of Planning
Concurrence:	Matthew Baldwin, MCIP, RPP Director of Planning
Concurrence:	Michelle Mahovlich, P.Eng, P.Geo, Director of Engineering
Concurrence:	Brent Molnar, Manager of Land Development
Concurrence:	Steve Ternent, Director of Finance
Concurrence:	Jim Bowden, Chief Administrative Officer

CITY OF LANGFORD BYLAW NO. 1661

A BYLAW TO AMEND BYLAW NO. 300, "LANGFORD ZONING BYLAW, 1999"

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

A. Langford Zoning Bylaw No. 300, 1999 is amended as follows:

1. By deleting from the **R2 (One- and Two-Family Residential)** Zone and adding to the **MUE1 (Mixed Use Employment 1)** zone the property legally described as Lot A and Lot B, Section 99, Esquimalt District, Strata Plan VIS2426 together with the common property for this strata plan as shown shaded on Plan No. 1 attached to and forming part of this Bylaw.
2. By replacing the preamble in Section 6.53.01(1) with: "The following uses are permitted in Areas A and Area B of the Mixed Use Employment 1 (MUE1) Zone as shown shaded on the MUE1 Zone map attached as Schedule "AJ"";
3. By adding the following to subsection 6.53.01(1): "

Restaurant, Retail and Other Service Commercial Uses

- (a) All of the uses permitted in the CS1 (Service Commercial 1) zone;
 - (b) financial institutions, including drive-thru;
 - (c) hotels;
 - (d) parking facilities, specifically excluding vehicle storage;
 - (e) premises licensed pursuant to the *Liquor Control and Licensing Act*;
 - (f) restaurants, excluding drive-in and drive-thru, limited to 1,858 m² of gross floor area;
 - (g) retail stores, limited to 1,858 m² of gross floor area;
4. By deleting Section 6.53.01(2);
 5. By renumbering Section 6.53.01(3) and Section 6.53.01(2) and by replacing the preamble to that section with "In addition to the uses permitted in accordance with Subsection 6.53.01(1), the following uses are permitted in Area B of the Mixed Use Employment 1 (MUE1) Zone, as shown shaded on the MUE1 Zone Map attached as Schedule "AJ"";
 6. By deleting Sec. 6.53.03 and replacing it with the following: "

Density of Development

- (1) There may not be any development on any parcel of land that does not have access to a highway, and where a parcel of land has access to a highway there may not be more than

- three residential dwelling units or more than 150 m² of non-residential gross floor area in the Mixed-Use Employment 1 (MUE1) Zone;
- (2) Notwithstanding subsection 6.53.03(1), there may be more than three residential dwelling units but not more than 92,900 m² (1,000,000 ft²) of residential gross floor area and more than 150 m² but not more than 92,900 m² (1,000,000 ft²) non-residential gross floor area of gross floor area in the Mixed-Use Employment 1 (MUE1) Zone, if the owner of the land proposed to be built upon has:
- (a) Consolidated the lands that are within the Mixed Use Employment 1 (MUE1) Zone to the satisfaction of the Approving Officer and the Director of Planning;
 - (b) entered into an agreement with the City of Langford, to the satisfaction of Council, to provide to the City:
 - i. \$1,000,000 towards the City's General Amenity reserve fund; OR
 - ii. An alternate amenity with a demonstrable value equivalent to \$1,000,000; OR
 - iii. A transfer of 15% of the lands located within Mixed-Use Employment 1 (MUE1) Zone to the City of Langford; OR
 - iv. Some equivalent combination of a(i) and/or a(ii) and/or a(iii);
- AND
- (c) Provided a traffic impact study that analyzes the impact of the proposed development on the surrounding road network, and has entered into an agreement with the City of Langford with regards to required road dedication and off-site traffic improvements recommended by the traffic impact study, as well as full frontage improvements to Subdivision and Development Servicing Bylaw No. 1000 standards, all to the satisfaction of the Director of Engineering;
- (3) Notwithstanding subsections 6.53.03(1) and (2) there may be more than 92,900 m² (1,000,000 ft²) of residential gross floor area or more than 92,900 m² (1,000,000 ft²) non-residential gross floor area of gross floor area in the Mixed-Use Employment 1 (MUE1) Zone, if the owner of the land proposed to be built upon provides to the City a traffic impact study that analyzes the impact of development beyond 92,900 m² (1,000,000 ft²) of residential and 92,900 m² (1,000,000 ft²) of non-residential floorspace on the surrounding road network, and has entered into an agreement with the City of Langford with regards to required road dedication and off-site traffic improvements recommended by the traffic impact study, as well as full frontage improvements to Subdivision and Development Servicing Bylaw No. 1000 standards, all to the satisfaction of the Director of Engineering;
- (4) Under no circumstances may the density of development within the MUE1 zone exceed a floor area ratio of 2.5:1;"
- (5) By adding the map attached to and forming Appendix "1" of this bylaw as Schedule "AJ";

(d) This Bylaw may be cited for all purposes as “Langford Zoning Bylaw, Amendment No. 465, (1144-1198, 1216-1230 Goldstream Ave; 1136, 1142 Donna Ave; 1106, 1110 Sergio Pl; 2752 Leigh Rd; 2730, 2734, 2738 Trans Canada Hwy), 2016”.

READ A FIRST TIME this 1st day of November, 2016.

READ A SECOND TIME this 21st day of November, 2016.

READ A THIRD TIME this 21st day of November, 2016.

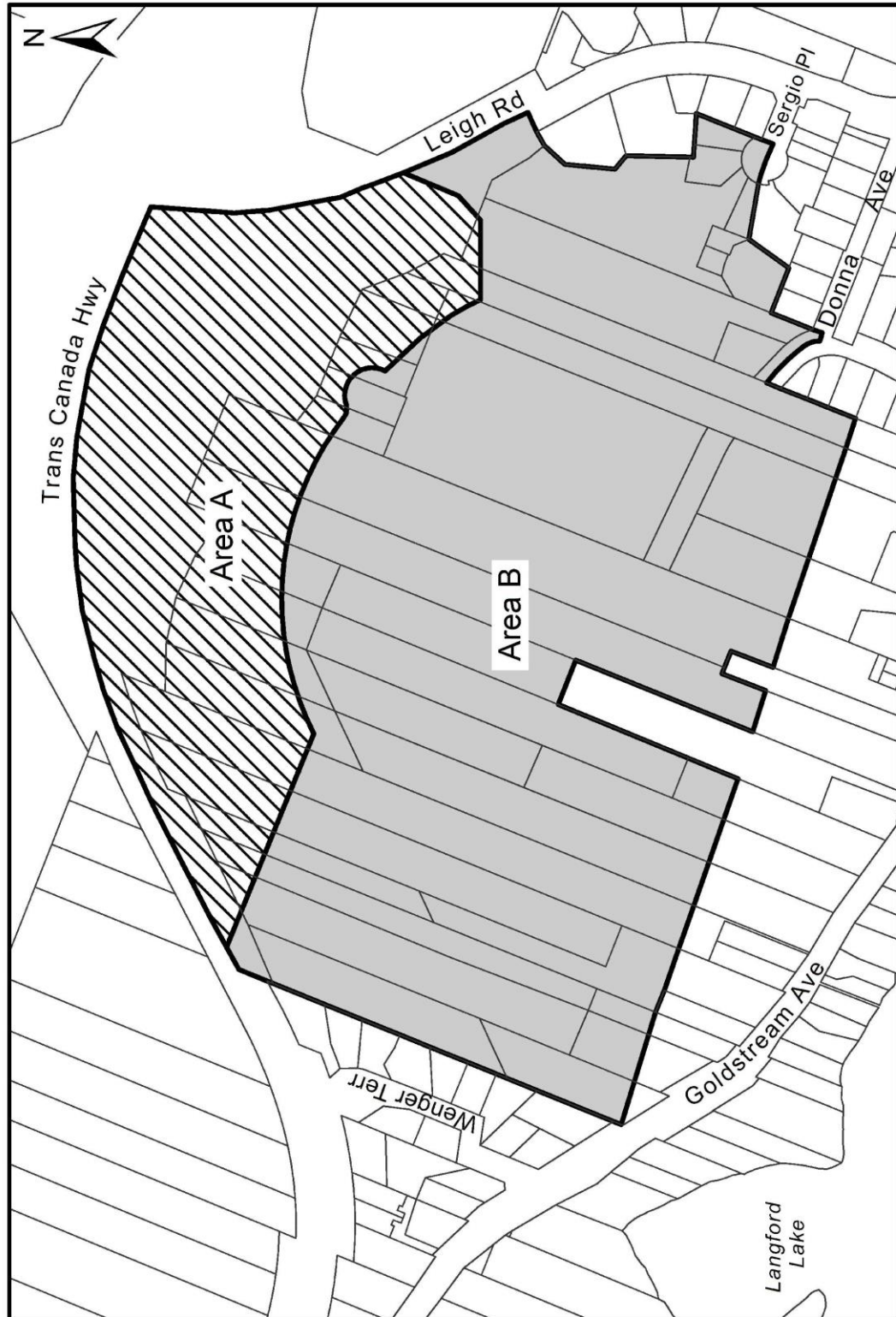
APPROVED BY THE MINISTRY OF TRANSPORTATION this 24th day of November, 2016.

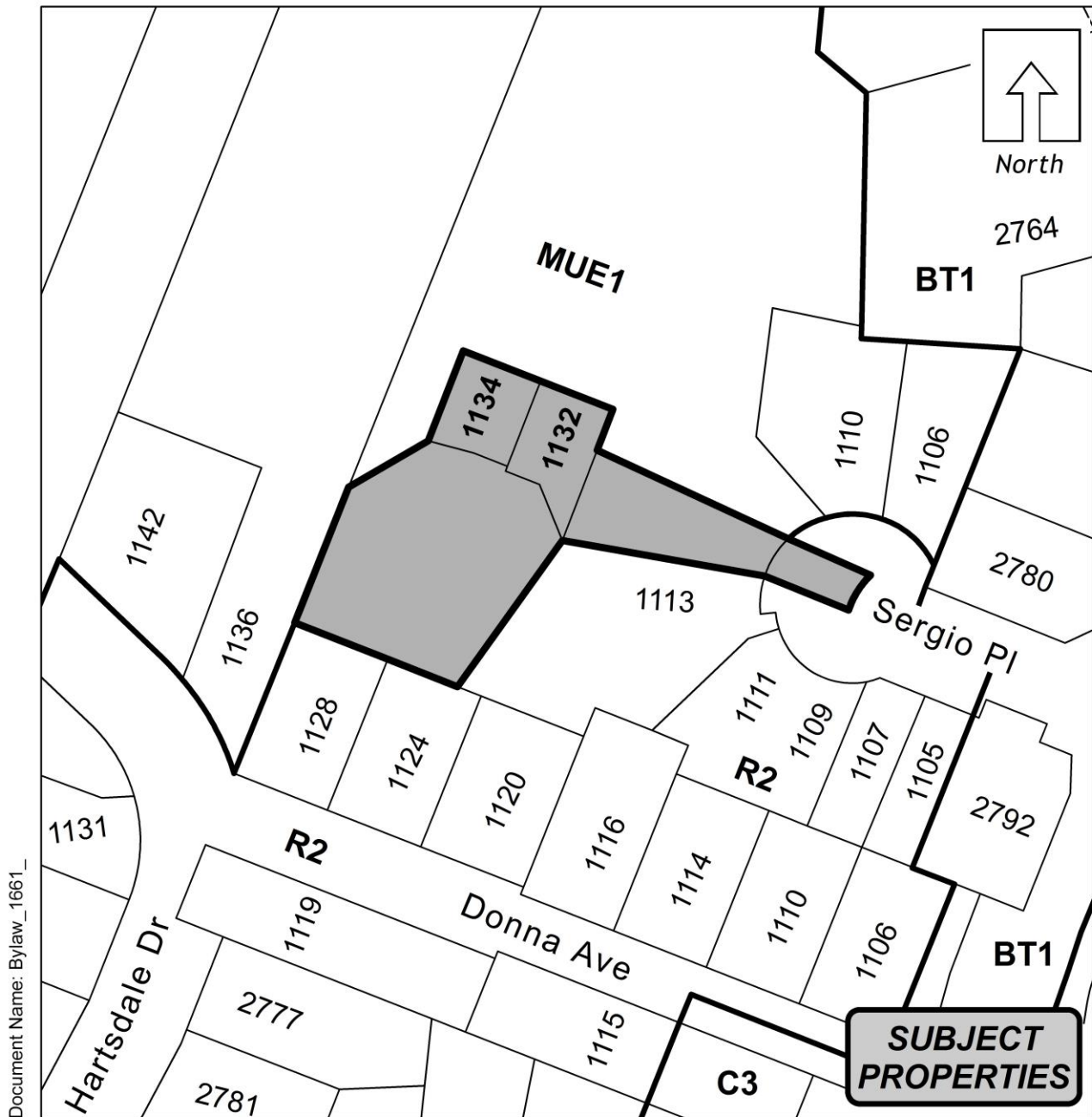
ADOPTED this day of , 2016.

MAYOR

(Certified Correct)
CORPORATE OFFICER

Appendix "1" to Bylaw 1661
Schedule "AJ" to Bylaw No.300





I HEREBY CERTIFY THIS TO BE A TRUE COPY
OF PLAN No. 1 AS DESCRIBED
IN SECTION A1 OF BYLAW No. 1661

ADOPTION: _____

MAYOR

CORPORATE OFFICER

Scale: N.T.S.

Last Revised: 10/28/2016

CITY OF LANGFORD

BYLAW NO. 1666

A BYLAW TO REGULATE THE EMISSION OF DUST

WHEREAS Council is empowered to regulate, prohibit and impose requirements to protect and enhance the well-being of its community in relation to nuisances, disturbances and other objectionable situations;

NOW THEREFORE, the Council of the City of Langford, in open meeting assembled, enacts as follows:

1. Citation

This Bylaw may be cited for all purposes as the "City of Langford Dust Control Bylaw No. 1666, 2016".

2. Dust Control

Every person

2.1. In carrying out construction, excavation, repair, demolition or any other activity ancillary thereto;

or

2.2. In depositing, moving or removing any soil

Shall apply water or another dust suppressant to prevent the emission of dust that is liable to or does disturb the peace, rest, enjoyment, comfort or convenience of individuals or the public or to foul or contaminate the atmosphere.

3. Enforcement – Corrective Steps

3.1. The City may issue a notice in writing to a person not in compliance with Section 2 of the Bylaw requiring the person to comply with Section 2.

3.2. If a person fails within 24 hours to comply with a notice issued under Section 3.1 of this Bylaw, the city by its employees or authorized contractors may apply water or another dust suppressant to prevent the emission of dust that is liable to disturb the peace, rest, enjoyment, comfort or convenience of individuals or the public or to foul or contaminate the atmosphere.

3.3. If the City takes action pursuant to Section 3.2 of this Bylaw, the City may recover its costs as a debt from the owner of the parcel on which the activities listed in Section 2 are being carried out. An amount due to the city under this section may be collected in the same manner and with the same remedies as property taxes, and if due and payable on December 31 and unpaid on that date is deemed to be taxes in arrears.

4. Enforcement - Penalties

- 4.1. Any person who contravenes this Bylaw commits an offence and upon summary conviction shall be liable to a fine not exceeding \$10,000.00
- 4.2. Each day that a contravention of this Bylaw continues shall constitute a separate offence.
- 4.3. This Bylaw may be enforced by means of a ticket in accordance with the Community Charter, SBC 2003 c 26 and in the form prescribed in the Community Charter Bylaw Enforcement Ticket Regulation.
- 4.4. Employees of the city appointed by council for the enforcement of city bylaws or members of the RCMP are designated as Bylaw Enforcement Officers for the purpose of enforcing this Bylaw.
- 4.5. The words or expression shown in Column 1 of Schedule "A" which forms part of this Bylaw designate the offence committed under the Bylaw section number appearing in Column 2 opposite the words or expression.
- 4.6. The dollar amounts shown in column 3 of Schedule "A" establish the fines for the corresponding offences shown in Column 1.

READ A FIRST TIME this day of

READ A SECOND TIME this day of

READ A THIRD TIME this day of

ADOPTED this day of

MAYOR

(Certified Correct)
CORPORATE OFFICER

SCHEDULE "A"
Dust Control Bylaw No. 1666, 2016

Offence	Section	Fine
Fail to prevent emission of dust	2	\$1,000

**CITY OF LANGFORD
BYLAW NO. 1667**

**A BYLAW TO AMEND BYLAW NO. 300,
"LANGFORD ZONING BYLAW, 1999"**

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

A. Langford Zoning Bylaw No. 300, 1999 is amended as follows:

1. By adding the following text as Section 6.41.01 (14) and renumbering the subsequent sections accordingly:

"Group daycare with a maximum capacity of 90 children on the lot legally described as LOT 1
SECTION 72 ESQUIMALT DISTRICT PLAN EPP24286 (2780 Veterans Memorial Parkway)"

B. This Bylaw may be cited for all purposes as "Langford Zoning Bylaw, Amendment No. 468, (2780 Veterans Memorial Pkwy), 2016".

READ A FIRST TIME this day of, 2016.

PUBLIC HEARING held this day of, 2016.

READ A SECOND TIME this day of, 2016.

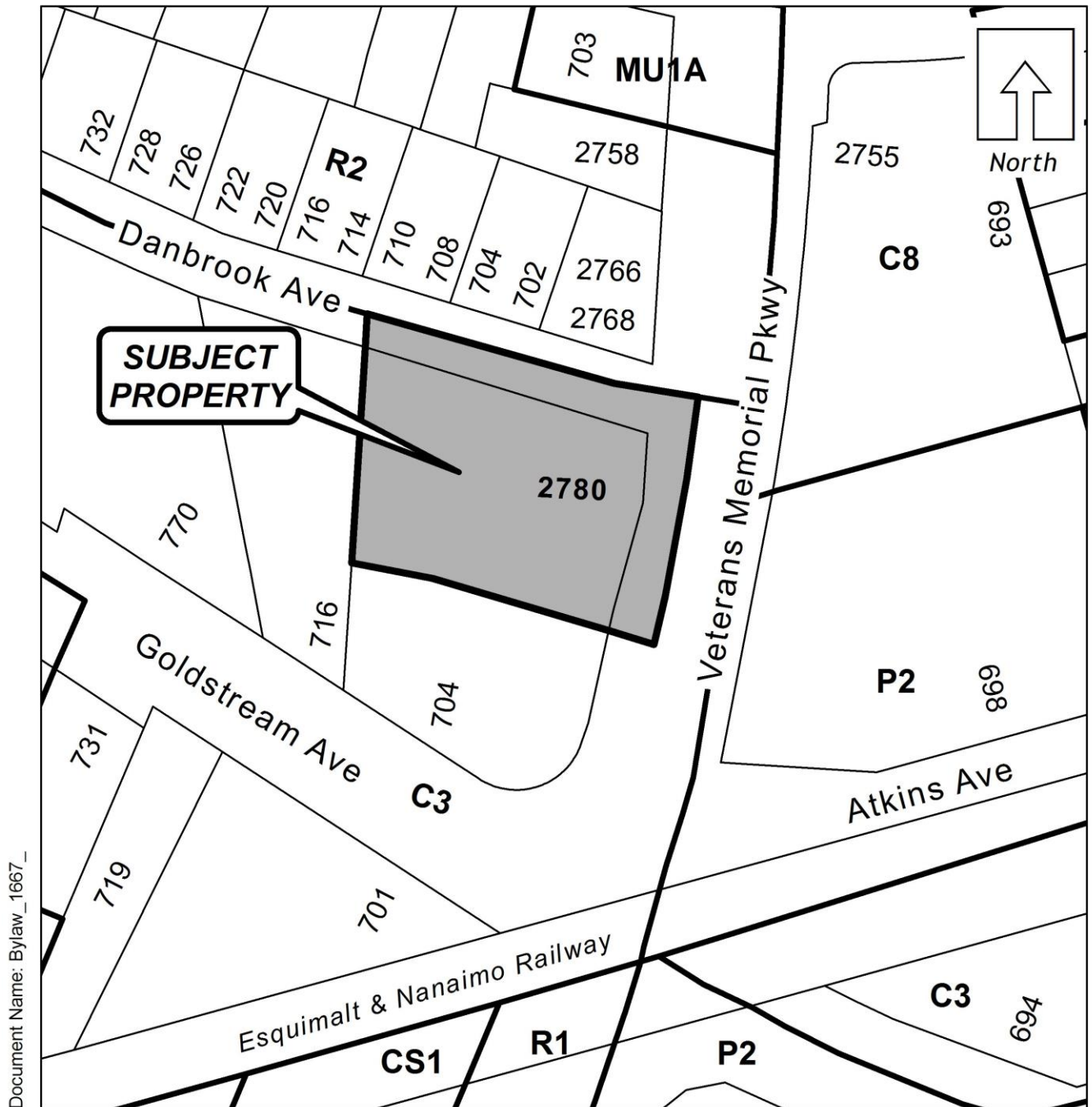
READ A THIRD TIME this day of, 2016.

APPROVED BY THE MINISTRY OF TRANSPORTATION this day of , 2016.

ADOPTED this day of , 2016.

MAYOR

(Certified Correct)
CORPORATE OFFICER



I HEREBY CERTIFY THIS TO BE A TRUE COPY
OF PLAN No. 1 AS DESCRIBED
IN SECTION A1 OF BYLAW No. 1667

MAYOR

ADOPTION: _____

CORPORATE OFFICER

Scale: N.T.S.

Last Revised: 11/22/2016



City of Langford

www.cityoflangford.ca

December 5th, 2016

In-Camera Resolution

- a) That it is the opinion of Council that the public interest requires that persons other than members of Council and Officers be excluded from the meeting to consider confidential information regarding Personnel and New Service under Section 90 (g) & (k) of the Community Charter.
- b) That Council continues the meeting in closed session.