

CITY OF LANGFORD
REGULAR MEETING OF COUNCIL
Monday, April 15th, 2019 @ 5:30 p.m.
Council Chambers, 3rd Floor, 877 Goldstream Avenue

AGENDA

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CITY OF LANGFORD
MINUTES OF THE REGULAR MEETING OF COUNCIL
Monday, April 1st, 2019 @ 5:30 p.m.
Council Chambers, 3rd Floor, 877 Goldstream Avenue

PRESENT

Mayor Young; Councillors: D. Blackwell, Councillors: M. Sahlstrom, L. Seaton L. Szpak, N. Stewart and R. Wade.

ATTENDING

Chief Administrative Officer, D. Kiedyk; Director of Finance, M. Dillabaugh; Director of Corporate Services, B. Hutchins; Director of Planning, M. Baldwin; and Director of Engineering, M. Mahovich.

1. CALL TO ORDER

Mayor Young called the meeting to order at 5:30 pm.

2. APPROVAL OF THE AGENDA

MOVED BY: COUNCILLOR SEATON
SECONDED: COUNCILLOR STEWART

That Council approve the agenda as presented.

CARRIED.

3. PRESENTATION

a) Mayor Young
RE: Appreciation for Retired Committee Members

Mayor Young expressed the City's appreciation to the following individuals for their time served as Citizen Representatives on Committees of Council.

Dawn Helgason, 20 years on the Board of Variance Committee
Jean Tarr, 17 years on the Transportation and Public Works Committee
Ed Wilson, 9 years on the Protective Services Committee
Trevor Won, 2.5 years on the Administration and Finance Committee

b) Juan de Fuca Curling Centre
RE: Closure of West Shore Parks and Recreation Curling Rink

MOVED BY: COUNCILLOR SZPAK

SECONDED: COUNCILLOR STEWART

That Council receive the letter from the Juan de Fuca Curling Centre and refer the issue back to the Board of Directors and West Shore Parks and Recreation Administration Committee for consideration.

CARRIED.

4. PUBLIC HEARINGS

a) **BYLAW NO. 1798**

"Langford Zoning Bylaw, Amendment No. 544, (2439 Selwyn Road), 2019".

The Mayor opened the Public Hearing for Bylaw No. 1798 at 5:46 pm, and read a statement to inform those present of the public hearing procedure.

Director of Planning Matthew Baldwin advised that Brandon Dol has applied to amend the zoning of a portion of 2439 Selwyn Road from the R2 (One- and Two-Family Residential) Zone to the RS3 (Residential Small Lot 3) Zone.

This is being proposed in order to allow for the development of a single small lot.

As part of this application, a public hearing is required in accordance with the regulations of the *Local Government Act*.

In support of this application, the applicant has agreed to provide the following contributions per one-family lot created as a bonus for increased density prior to subdivision approval:

- i. \$3,960 towards the General Amenity Reserve Fund; and
- ii. \$660 towards the Affordable Housing Reserve Fund.

The applicant has agreed to provide, prior to Public Hearing:

- i. A technical memo from a qualified engineer that verifies storm water can be adequately managed onsite, to the satisfaction of the Director of Engineering.

The applicant had agreed to provided, prior to Bylaw Adoption, a Section 219 covenant, registered in priority of all other charges on title that agrees to the following:

- i. That all frontage improvements to Bylaw 1000 standards are provided to the satisfaction of the Director of Engineering;
- ii. That a storm water management plan be provided and implemented, to the satisfaction of the Director of Engineering;
- iii. That a portion of the land along the rear of the property be dedicated as park land, to the satisfaction of the Manager of Parks;
- iv. That the applicant install a 1.8m (6.0 ft) high wood fence along the property line between the two lots, prior to subdivision approval;

- v. That the applicant provide a construction management plan to the satisfaction of the Director of Engineering.

Direct staff to proceed with consideration of the following variances for the existing dwelling on the proposed panhandle lot at 2439 Selwyn Road, subject to the applicant applying for the necessary DVP:

- i. That Section 6.21.06(1)(a) be varied to reduce the minimum front yard setback from 6.0m (20 ft) to 2.0m (6.5 ft);

This proposal is consistent with the Official Community Plan Neighbourhood designation.

Notifications and advertisements have been placed as required by the *Local Government Act*.

The Mayor called a first time for presentations.

None presented.

Mayor Young called a second time for presentations.

None presented.

Mayor Young called a third and final time for speakers. There being none, he declared the Public Hearing for Bylaw No. 1798 closed at 5:49 p.m.

b) BYLAW NO. 1826

"Langford Zoning Bylaw, Amendment No. 555, (939 Walfred Rd), 2019".

The Mayor opened the Public Hearing for Bylaw No. 1826 at 5:49 pm, and read a statement to inform those present of the public hearing procedure.

Director of Planning Matthew Baldwin advised that Dave Smith of McElhanney Consulting Services Ltd. have applied on behalf of Amit Sethi to amend the zoning of 939 Walfred Rd from the RR5 (Rural Residential 5) Zone to the RS3 (Residential Small Lot 3) Zone.

This is being proposed in order to allow for the development of a small lot subdivision of approximately 24 single-family lots.

As part of this application, a public hearing is required in accordance with the regulations of the *Local Government Act*.

In support of these/this application, the applicant has agreed to provide the following as a bonus of increased density, the following contributions per new lot created, prior to subdivision approval:

- I. \$3,960 per lot towards the General Amenity Reserve Fund;
- II. \$660 per lot towards the Affordable Housing Reserve Fund;

This proposal is consistent with the Official Community Plan Hillside or Shoreline designation.

Notifications and advertisements have been placed as required by the *Local Government Act*.

The Mayor called a first time for presentations.

Representative from the proponent (McElhanney) thanked staff and spoke to functional/small houses and welcomed questions.

Resident on Walfred Road voiced concerns about dust, noise, dirt and would like it managed. Wants a barrier structure erected between properties. Once development is complete, they would like a privacy fence and would like an arborist report to protect the trees. Would like crushing and blasting Mon-Fri from 7:00am to 5:00pm, as well as water sprayed on dust. They would like an assessment of structure next to 939 for a risk of blasting. Lastly, they would like to ensure that there is enough parking (2 car parking and garage) and enough visitor parking.

Proponent clarified 2 parking spots per home and 1 extra per 2. They are committed to no blasting or crushing on weekends and only between 8:00am to 3:30pm. They will also share blasting reports and confirmed that an arborist will be engaged on the trees.

Mayor Young clarified that the CRD allows for watering of dust.

Proponent confirmed that a privacy fence will be installed.

Resident on Walfred Road expressed concern about lack of parks and lack of parking and asked about timelines for clearing. They are also concerned about noise from blasting.

Proponent for developer said no timelines are set as of yet.

A neighbouring resident echoed the neighbouring concerns and also wants the treeline to be left along Walfred.

Resident asked for clarification on the number of lots.

Proponent confirmed that it is 24.

Mayor Young called a second time for presentations.

None presented.

Mayor Young called a third and final time for speakers. There being none, he declared the Public Hearing for Bylaw No. 1826 closed at 6:14 p.m.

c) BYLAW NO. 1833

"Langford Zoning Bylaw, Amendment No. 559, (790 McCallum Rd), 2019".

The Mayor opened the Public Hearing for Bylaw No. 1833 at 6:14 pm, and read a statement to inform those present of the public hearing procedure.

Director of Planning Matthew Baldwin advised that Niall Paltiel of Keycorp Consulting has applied on behalf of 1054105 BC Ltd. (Seacliff Properties) to amend the text of the MUE2 (Mixed Use Employment 2) of 790 McCallum Road.

This is being proposed in order to permit Gasoline Service Station as a permitted use.

As part of this application, a public hearing is required in accordance with the regulations of the *Local Government Act*.

In support of this application, the applicant has agreed to provide additional landscaping above and beyond what City guidelines require for lands that are developed for a Gasoline Service Station and/or Parking Facilities.

This proposal is consistent with the Official Community Plan Mixed Use Employment Centre designation.

Notifications and advertisements have been placed as required by the *Local Government Act*.

The Mayor called a first time for presentations.

None presented.

Mayor Young called a second time for presentations.

Resident on Progress Place is concerned that the property was rezoned a year ago and they are back rezoning already. Where is the gas station going to go?

Mayor Young clarified that it was the moving of the Costco gas station.

Resident on Viola Place made a number of threats and personal attacks. They were asked to speak about the issue at hand and eventually to sit down.

Mayor Young called a third and final time for speakers. There being none, he declared the Public Hearing for Bylaw No. 1833 closed at 6:30 p.m.

5. ADOPTION OF COUNCIL MINUTES

a) Minutes of the Regular Meeting of Council – March 18th, 2019

MOVED BY: COUNCILLOR SEATON
SECONDED: COUNCILLOR WADE

That Council approve the minutes of the Regular Meeting of Council held on March 18th, 2019.

CARRIED.

6. OTHER BOARD AND COMMISSION MINUTES

a) West Shore Parks and Recreation – February 14th, 2019

MOVED BY: COUNCILLOR WADE

SECONDED: COUNCILLOR SZPAK

That Council receive the minutes of the West Shore Parks and Recreation Meeting held on February 14th, 2019.

CARRIED.

7. PUBLIC PARTICIPATION

- Youth of West Shore Parks and Recreation (WSPR) Curling wants curling to remain open.
- Multiple Junior girls of WSPR Curling also spoke in favour of the curling club remaining open and asked Council to consider further discussion on the matter.
- Representative of the Curling Club also expressed that they were sad about the curling club closure. They wanted further discussions on continued opportunity for youth, colleagues, seniors, and health improvement.
- Representative of the men's seniors' league said they are willing to pay more, but there was no consultation. They offered curling in the winter, and other sports in the summer.
- A youth of the Junior Girls Curling clarified that there is no promotion of WSPR for curling.
- Another curler objected to the closure and spoke to impact to youth and loss of provincial bonspiel. They want to keep curling alive for the kids.
- Another resident from East Saanich spoke in favour of curling, they have been curling for 23 years and coach curling, spoke about fortitude and family bonds promoted by curling.

8. DEVELOPMENT VARIANCE PERMIT

a) DVP17-0029 – 2342 Lairds Gate

MOVED BY: COUNCILLOR BLACKWELL

SECONDED: COUNCILLOR WADE

That Council:

That Development Variance Permit No. DVP17-0029 be issued by the Council for the City of Langford to Jared Steingard, Westbrook Consulting Ltd. on behalf of Paul Goudy and Kirsten Peters to increase the maximum distance that a road must be from a highway that has two routes available to emergency vehicles at 2342 Lairds Gate subject to the following terms and conditions:

1. Appendix

The site shall be developed in accordance with the site plan attached as 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 Section 4.17.1 of Subdivision and Development Servicing Bylaw No. 1000 be varied to increase the maximum length of road allowed past a highway that has two routes available to emergency vehicles from 305m to 505m, subject to the following conditions:
 - i) Construction of a trail to a standard acceptable to the Fire Chief and Parks Manager and secured by statutory right of way that links Lairds Gate to a public road
 - ii) The registration of a Section 219 Covenant prior to the issuance of this Development Variance Permit requiring the installation of internal fire sprinklers to NFPA standards, to the satisfaction of the Chief Building Inspector and Fire Chief.

CARRIED.

9. **REPORTS**

- a) **Rent-to-Own Partnership Agreement**
 - **Staff Report (Planning)**

MOVED BY: COUNCILLOR SEATON
SECONDED: COUNCILLOR WADE

That Council:

Direct staff to enter into a Partnering Agreement with Ledcor Investments Inc. to provide a Rent-to-Own program for a 36 month period and use funds from the Affordable Housing Reserve fund to provide financial assistance of \$5,000 - \$6,000 per successful RTO sale up to a maximum of 20 units (i.e. a maximum of \$100,000 - \$120,000).

CARRIED.

- b) **West Shore Parks and Recreation 2019 Budget**
 - **Staff Report (Finance)**

MOVED BY: COUNCILLOR BLACKWELL
SECONDED: COUNCILLOR SAHLSTROM

That Council:

That Council approve the 2019 West Shore Parks and Recreation Society budget.

CARRIED.

- c) **Administration and Finance Committee Appointments**
 - **Staff Report (Administration)**

MOVED BY: COUNCILLOR SAHLSTROM

SECONDED: COUNCILLOR SZPAK

That Council:

THAT Council appoint Sam Auerbach, Brett Border and Dennis Seed to the Administration and Finance Committee.

CARRIED.

10. CORRESPONDENCE

c) Canadian Cancer Society – Cops for Cancer

RE: Request for Beer Gardens at the 2nd Annual Fundraiser Baseball Tournament

MOVED BY: COUNCILLOR SZPAK

SECONDED: COUNCILLOR WADE

That Council support the request from the Tour de Rock – Cops for Cancer and allow them to hold a beer garden at their fundraising baseball tournament, subject to approval from the Liquor License Control Board.

CARRIED.

11. BYLAWS

a) BYLAW NO. 1784

**"Langford Official Community Plan Bylaw, Amendment No. 28, (734 Latoria Rd), 2019".
(ADOPTION)**

MOVED BY: COUNCILLOR SEATON

SECONDED: COUNCILLOR SZPAK

That Council adopt Bylaw No. 1794.

CARRIED.

b) BYLAW NO. 1785

**"Langford Zoning Bylaw, Amendment No. 537, (734 Latoria Rd), 2019".
(ADOPTION)**

MOVED BY: COUNCILLOR WADE

SECONDED: COUNCILLOR BLACKWELL

That Council adopt Bylaw No. 1785.

CARRIED.

- c) BYLAW NO. 1798**
"Langford Zoning Bylaw, Amendment No. 544, (2439 Selwyn Road), 2019".
(SECOND AND THIRD READINGS)

MOVED BY: COUNCILLOR BLACKWELL
SECONDED: COUNCILLOR WADE

That Council give Bylaw No. 1798 Second and Third Readings.

CARRIED.

- d) BYLAW NO. 1817**
"Subdivision and Development Servicing Bylaw, Amendment No. 18 (Omnibus Amendments), Bylaw No. 1817".
(ADOPTION)

MOVED BY: COUNCILLOR BLACKWELL
SECONDED: COUNCILLOR WADE

That Council adopt Bylaw No. 1817.

CARRIED.

- e) BYLAW NO. 1826**
"Langford Zoning Bylaw, Amendment No. 555, (939 Walfred Rd), 2019".
(SECOND AND THIRD READINGS)

MOVED BY: COUNCILLOR BLACKWELL
SECONDED: COUNCILLOR WADE

That Council give Bylaw No. 1826 Second and Third Readings.

CARRIED.

- f) BYLAW NO. 1832**
"Langford Zoning Bylaw, Amendment No. 558, (1016 McCallum Rd), 2019".
(ADOPTION)

MOVED BY: COUNCILLOR BLACKWELL
SECONDED: COUNCILLOR WADE

That Council adopt Bylaw No. 1832.

CARRIED.

g) BYLAW NO. 1833

**"Langford Zoning Bylaw, Amendment No. 559, (790 McCallum Rd), 2019".
(SECOND AND THIRD READINGS)**

MOVED BY: COUNCILLOR BLACKWELL
SECONDED: COUNCILLOR WADE

That Council give Bylaw No. 1833 Second and Third Readings.

CARRIED.

h) BYLAW NO. 1836

**"Road Closure Bylaw No. 1836, (Unnamed Lane near 1198 Goldstream Avenue) 2019".
(FIRST, SECOND AND THIRD READINGS)**

MOVED BY: COUNCILLOR WADE
SECONDED: COUNCILLOR SZPAK

That Council give Bylaw No. 1836 First, Second and Third Readings.

CARRIED.

12. IN CAMERA RESOLUTION

MOVED BY: COUNCILLOR SZPAK
SECONDED: COUNCILLOR WADE

- 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 labour relations and land matters under Section 90 (1) (c) and (e) of the *Community Charter*.
- b) That Council continue the meeting in closed session.

CARRIED.

13. ADJOURNMENT

Acting Mayor Blackwell adjourned the meeting at 8:45 pm.

PRESIDING COUNCIL MEMBER:

CERTIFIED CORRECT
Corporate Officer

CITY OF LANGFORD
MINUTES OF THE PLANNING, ZONING AND AFFORDABLE HOUSING COMMITTEE

Monday, April 8th, 2019 @ 5:30 pm

Council Chambers

PRESENT

Councillors: D. Blackwell (Chair), R. Wade (Vice-Chair); Members: A. Creuzot, M. Hall, S. Harvey, D. Horner, and C. Brown.

ATTENDING

Matthew Baldwin, Director of Planning; Michelle Mahovlich, Director of Engineering; and Braden Hutchins, Director of Corporate Services.

ABSENT

Members: K. Sheldrake.

1. CALL TO ORDER

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

2. APPROVAL OF THE AGENDA

MOVED BY: COUNCILLOR WADE

SECONDED: D. HORNER

That the Planning, Zoning and Affordable Housing Committee approve the Agenda as presented.

CARRIED.

3. ADOPTION OF THE MINUTES

a) Planning, Zoning & Affordable Housing Committee Meeting – February 25th, 2019

MOVED BY: COUNCILLOR WADE

SECONDED: C. BROWN

That the Planning, Zoning and Affordable Housing Committee approve the minutes of the meeting held on February 25th, 2019.

CARRIED.

4. REPORTS

- a) TUP19-0002; Application to allow Original Farm Langford Ltd to operate a Cannabis Retail Store at #105 – 945 Reunion Avenue by means of a temporary use Permit.**
- Staff Report (Planning)

MOVED BY: COUNCILLOR WADE
SECONDED: D. HORNER

That the Planning, Zoning and Affordable Housing Committee recommend to Council:
That Council:

Direct staff to prepare notices of Council's intention to consider issuance of a Temporary Use Permit TUP19-0002 to The Original Farm Langford Ltd. for it to operate a Cannabis Retail Store at 105 & 111- 945 Reunion Avenue, subject to the terms and conditions in the Temporary Use Permit, including the stipulations outlined in the letter dated March 15, 2019 provided by the land owner/agent of the proposed location,
AND THAT commencement of the TUP be subject to an occupancy permit for Units 105 & 111 - 945 Reunion Avenue being issued by the City of Langford.

CARRIED.

5. ADJOURNMENT

The Chair adjourned the meeting at 5:34 p.m.

CHAIR

CERTIFIED CORRECT
(Corporate Officer)



City of Langford

www.cityoflangford.ca

Staff Report

to

Planning, Zoning and Affordable Housing Committee

Date: April 8, 2019

Department: Planning

Subject: TUP19-0002; Application to allow The Original Farm Langford Ltd. to operate a Cannabis Retail Store at 105 & 111-945 Reunion Ave. (Belmont Market) by means of a Temporary Use Permit.

Background

Following the Federal Government's decision to legalize non-medical cannabis, the City of Langford undertook a pilot project where a Request for Proposals (RFP) process was initiated in 2018. This process resulted in a number of cannabis retail applicants being selected to apply to operate non-medical cannabis retail stores within the City of Langford. Rather than change Section 3.02.02(5) of Zoning Bylaw No. 300 to generally allow cannabis retailing, the City determined that a best practice would be by way of issuance of a Temporary Use Permit on a case by case basis. The Original Farm Langford Ltd. has been the second successful applicant in that process to also obtain the necessary Provincial approvals.

The Liquor and Cannabis Regulation Branch (LCRB) of British Columbia has completed the required financial integrity checks and security screenings for The Original Farm Langford Ltd. and all persons associated with the applicant.

In order for the Province to issue a Non-Medical Cannabis Retail Store licence (CRS) under the Cannabis Control and Licencing Act, a positive recommendation is required from the local government. The Original Farm Langford Ltd. has expressed interest in opening a retail store at 105 & 111 945 Reunion Avenue.

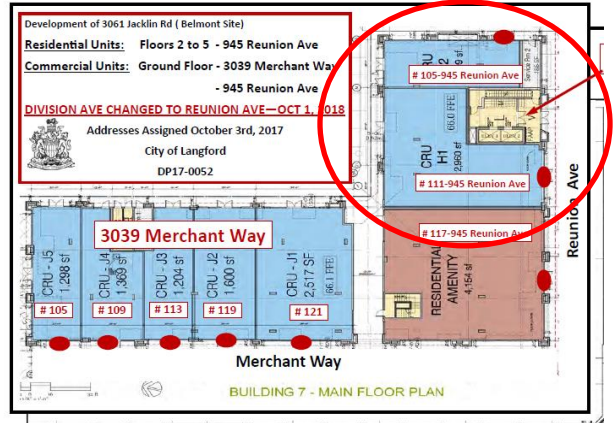


Figure 1: Proposed location of The Original Farm Langford Ltd. Cannabis Retail Store

Commentary

The proposed location is zoned C10 and is designated as Mixed Use Employment Centre within the Official Community Plan. Premises licenced pursuant to the *Liquor Control and Licencing Act* is a permitted use under the C10 zone which would be the relatively closest permitted use to the proposed Cannabis Retail Store. This is a multi use building with commercial space on the main floor and living units on the upper floors. The building is flanked on the west by a building of the same type and configuration and there are commercial buildings to the north and east. To the south there is a residential condominium development. All of these buildings are within the Belmont Market Development and zoned C10.

As part of the RFP process some guiding principals were considered to aid in determining what would be an acceptable location for this type of retail business within the City and which would allow consideration of issuing a Temporary Use Permit. These guidelines are not steadfast rules but rather guiding principles. In this regard, the retail sale of non-medical cannabis is preferred, but not strictly required, to not be located within:

1. 500 metres of any other location where the retail sale of Cannabis Products for non-medical use has been authorized;
2. 300 metres of any school;
3. 300 metres of any group daycare;
4. 150 metres of Centennial Park, Veterans Memorial Park, City Centre Park, Westhills YMCA, any Regional or Provincial Park, or Langford, Glen, or Florence Lakes; and,
5. 50 metres of any land Zoned R1 (One-family Residential) or R2 (One and Two-Family Residential), except within the designated City Centre.

Each applicant was to provide/demonstrate a detailed description of the Proponent's proposed business plan for undertaking the retail sale of cannabis products for non-medicinal use within the City's boundaries. Proposals addressed how they planned to comply with a number of important factors, including the proposed plans for:

- Ensuring that the retail sale of Cannabis Products for non-medicinal use is in compliance with the Regulatory Framework and all applicable City bylaws;
- Providing appropriate security measures associated with the premises from which the retail sale of Cannabis Products for non-medicinal use will occur;
- Minimizing the impact on the neighbourhood of the retail sale of Cannabis Products for non-medicinal use;
- Addressing nuisance issues relating to public use of Cannabis Products for non-medicinal purposes;
- Addressing impairment issues relating to public use of Cannabis Products for non-medicinal purposes; and,
- Providing educational initiatives and materials associated with the above impacts and related social concerns;

These items have also been addressed in the *Cannabis Retail Store Terms and Conditions Handbook* which outlines the requirements of the *Cannabis Control and Licencing Act of British Columbia*.

The applicant submitted a proposal in response to the RFP. The applicant's proposed location at 105 & 111 945 Reunion Ave. is located 1800m from the first proposed cannabis retail store and approximately 2200m away from the closest school which is Belmont Secondary School. It is 1500 m away from City Centre Park. The closest daycare would be located at 103 3030

Merchant Way which is the building located north east in the Belmont Market development, approximately 159m away. Access to Glen Lake is about 1200m away. The closest land zoned R1 or R2 would be approximately 240m away. The applicant's proposal has demonstrated how they plan to address and comply with the factors included in the RFP and compliance to these factors would be a condition of issuance of a Temporary Use Permit.

The owner/agent of the adjacent residential properties and the owner of the land which is the proposed location for the retail cannabis store, has endorsed the application however they have some stipulations to be taken into consideration as outlined in the attached letter. (Appendix A)

With Council's approval a business licence would be issued under a Temporary Use Permit and would be valid for the period of up to three years. The TUP would be subject to an occupancy permit being issued for Units 105 & 111 - 945 Reunion Avenue by the City and the three year term would commence on that date.

Financial Implications

As a condition of approval by Council of a Temporary Use Permit, the applicant would be required to enter into an agreement with the City of Langford as security for compliance with commitments in its proposal in response to the RFP and, in particular, its commitments under section 6(c) of the RFP.

Legal Implications

Pursuant to Sec. 497 of the *Local Government Act*, the City may issue a Commercial Temporary Use Permit (TUP) for a period of up to three years. The *Local Government Act* also allows a temporary use permit to be extended for a maximum of an additional three years. If the holder of a TUP wishes to conduct the temporary use beyond the six (6) year period, they are required to make a new application to council for a TUP or apply for a rezoning.

Council does regulate temporary use permits through part 3 of the Zoning Bylaw No. 300 Section 3.27.03(1) and 3.27.04 which gives Council the right to require that the form and character of the building meets the guidelines for commercial properties and has the option to require information pertaining to the property, such as a storm water management plan and /or parking plan, for example.

Both the Official Community Plan and the General Commercial Development Permit area guide Council regarding decisions about appropriate land use and design for the subject property.

Options

That the Planning, Zoning and Affordable Housing Committee:

1. Direct staff to prepare notices of Council's intention to consider issuance of a Temporary Use Permit TUP19-0002 to The Original Farm Langford Ltd. for it to operate a Cannabis Retail Store at 105 & 111- 945 Reunion Avenue, subject to the terms and conditions in the Temporary Use Permit including the stipulations outlined in the letter dated March 15, 2019 provided by the land owner/agent of the proposed location. Commencement of the TUP would be subject to an occupancy permit for Units 105 & 111 - 945 Reunion Avenue being issued by the City of Langford.

OR

2. Take no action with respect to the Temporary use Permit at this time.

Respectfully submitted,

Submitted by:	Kory Elliott, Planning and Land Development Technician.
Concurrence:	Matthew Baldwin, MCIP, RPP Director of Planning
Concurrence:	Robert Dykstra, MCIP, RPP, Land Development Planner
Concurrence:	Chris Aubrey, Fire Chief
Concurrence:	Lorne Fletcher, Manager of Community Safety and Municipal Enforcement
Concurrence:	Cory Manton, Manager of Parks and Recreation
Concurrence:	Michelle Mahovlich, P.Eng, P.Geo, Director of Engineering
Concurrence:	Leah Stohmann, MCIP, RPP, Deputy Director of Planning
Concurrence:	Adriana Proton, Manager of Legislative Services
Concurrence:	Michael Dillabaugh, CPA, CA, Director of Finance
Concurrence:	Braden Hutchins, Director of Corporate Services
Concurrence:	Darren Kiedyk, Chief Administrative Officer

:kle



Ledcor Property Investments Ltd.
1200, 1067 West Cordova Street
Vancouver, BC V6C 1C7

Matthew Baldwin
Director of Planning
City of Langford

March 15, 2019

Re: Land Use Application for Non-Medical Cannabis Temporary Use – Unit
105 & 111 Reunion Avenue

Dear Matthew

Following up our meeting last week to review recent work undertaken by the City of Langford in rolling out new commercial uses in non-medical cannabis sales, I am writing this letter to be processed alongside the Temporary Use Permit for Unit 105/111 Reunion Avenue (Original Farm Cannabis Store).

I would like to identify myself as:

- The owner agent for the rental apartments (the Crossing at Belmont) located directly above the Original Farm store location;
- The owner agent for Belmont Residences West, the condominium complex on Reunion Avenue currently under construction; and the owner agent for Belmont Residences East, the future condominium complex on Reunion Avenue directly opposite the rear frontage of Original Farm;
- The current Trustee land owner agent for Unit 105/111 Reunion Avenue, the future location of Original Farm.
- The future residential developer of Belmont Lots 4, 5 and 6.

It is my understanding that the City of Langford requires the property owner of a land use application sign the document to ensure that there is endorsement of the submitted application. In this situation, I am not the future landlord of the commercial space as this will be Crombie REIT; I am however the current land owner agent responsible for the mixed-use property during its development, as well as all neighbouring residential properties under development in the immediate proximity of the TUP application.

I have just signed the Land Use / TUP Application form as the land owner, which endorses the Original Farm Cannabis Store application with the following stipulations that take into consideration the adjacent residential developments:

- 1) With respects to the South facing storefront of the cannabis shop, it is essential that there is zero visibility of cannabis retail activity along Reunion Avenue, with cannabis commercial activity being limited to receiving deliveries of package goods only.



Reunion Avenue is seen as a predominantly residential street - i.e. 100% of the residents who will live in this area will be travelling along Reunion Avenue, where commercial traffic will tend to flow back to Jacklin/Jenkins via the main roads/intersections. As the developer of all the condominium projects along Reunion Avenue, it is reasonable to expect that any new condo purchaser who may or may not object to this new commercial use, should not see potentially controversial storefront/signage directly from their living room.

Furthermore, the location of the Original Farm store's rear frontage is located directly between the residential front lobby of the Crossing at Belmont rental apartment, and the front door to the Belmont Residences Owners Club. This necessitates a sensitive visual treatment that will avoid any cannabis-related imagery in order to mitigate the possibility of negative feedback from the residential users along Reunion Avenue.

- 2) Having met the applicant, important items that were agreed to, include:
- A) Screened storefront along Reunion Ave, displaying ideally a 'nature' scene, or something to thematically tie into the residential feature wall, such that any direct internal view is obscured. The applicant is willing to work with our residential themes, and avoid cannabis related imagery.

For context, please see below the rendering which looks to describe the design intent of the residential lobby for the apartments situate above the Cannabis store, and which is immediately adjacent to the rear entry of the Cannabis store.





As you can appreciate, the intent of this Reunion frontage is to emphasize not only the residential character of this street, but also to create a quality aesthetic for the condominium properties across the road (Belmont Residences West and Belmont Residences East). You will observe the feature wall on the right side of the rendering, which we are suggesting to Original Farm will be a good theme for their storefront screen.

- B) Limit the rear door usage to generic deliveries, given that the main storage comes off the Reunion Ave. The rear door use is not for patrons or customers.
- C) No commercial signage (for non-medical cannabis) along Reunion Ave – whether above the rear storefront, or above the feature wall (located at the South-East corner of the CRU).

For further clarity of the items mentioned above, please find attached the South and East Elevations of the mixed-use building in question. I have no comments concerning the North/front door frontage of the store, whereas the East frontage facing Thrifty's should maintain the plan of tasteful appropriate signage on the north side of the store.

Having reviewed the staff report being used for the Clarity Cannabis application, I endorse and approve of the control plan being put forward by the City of Langford, where the City and the neighbourhood can revisit the conditions of the temporary permit application every 3 years, to ensure compliance with Langford standards and expectations.

Based on my short introduction to Allen Spillette last week, there appears to be a genuine desire for the Original Farm store to be a good neighbor, and I hope that his commercial venture at Belmont Market is a success.

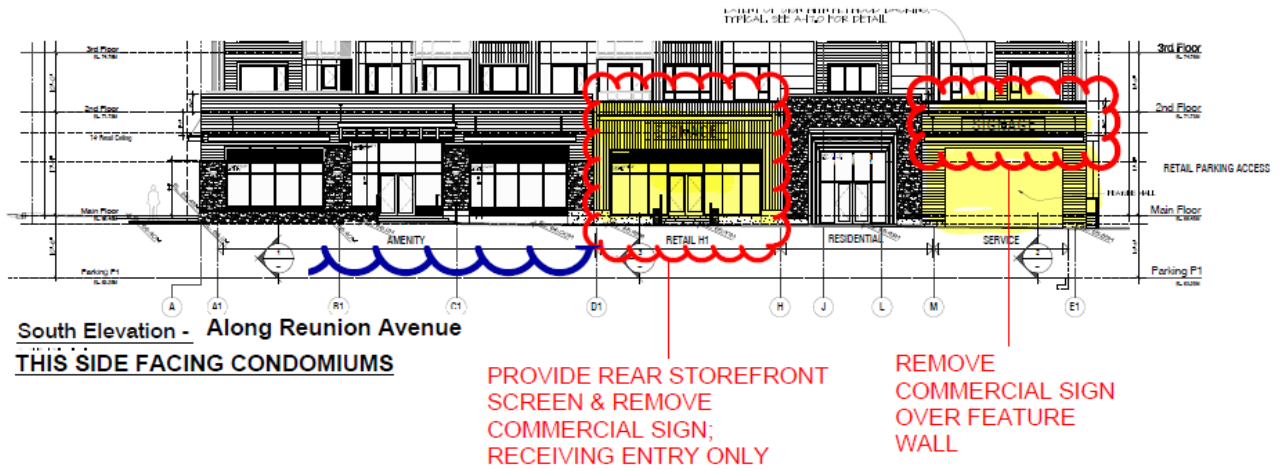
Sincerely yours,

A handwritten signature in blue ink, appearing to read "Eric Gerlach". The signature is fluid and cursive, with a large, stylized "E" and "G".

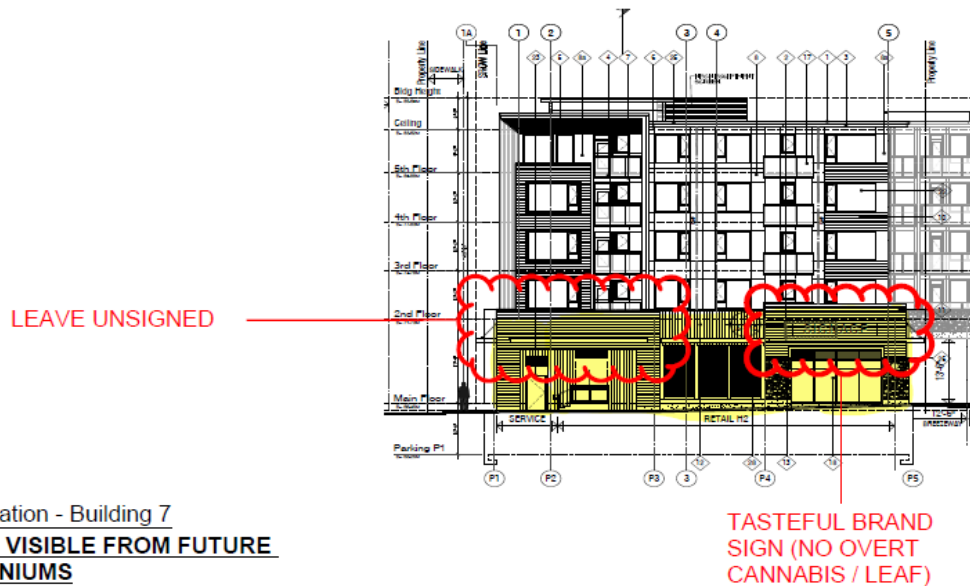
Eric Gerlach

VP Development
Belmont Residences West LP / Belmont Residences East LP
Belmont Crossing Ltd Partnership

Cc: Kevin Pritchard, Crombie REIT



East Elevation - Building 7
THIS SIDE VISIBLE FROM FUTURE CONDOMINIUMS



CITY OF LANGFORD
MINUTES OF THE TRANSPORTATION AND PUBLIC WORKS COMMITTEE

Tuesday, April 9th, 2019 @ 5:30 pm

Council Chambers

PRESENT

Councillors R. Wade (Chair), N. Stewart (Vice Chair); Members: L. Bjola, C. Lervold and B. Sifert.

ATTENDING

Deputy Director of Engineering and Public Works, G. Henshall.

ABSENT

Member: N. Johal.

1. CALL TO ORDER

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

2. APPROVAL OF THE AGENDA

MOVED BY: L. BJOLA
SECONDED: COUNCILLOR STEWART

That the Transportation and Public Works Committee approve the Agenda as presented.

CARRIED.

3. ADOPTION OF THE MINUTES

a) Transportation and Public Works Committee Meeting – March 12th, 2019

MOVED BY: COUNCILLOR STEWART
SECONDED: L. BJOLA

That the Transportation and Public Works Committee approve the minutes of the meeting held on March 12th, 2019.

CARRIED.

4. REPORTS

- a) Irwin Road Trail Infill**
- **Staff Report (Engineering)**

MOVED BY: L. BJOLA
SECONDED: COUNCILLOR STEWART

That the Transportation and Public Works Committee recommend to Council:
That Council:

Proceed with the design and installation of the realignment of Irwin Road to allow for the installation of a 3.0m asphalt trail from Meridian to 2955 Irwin, including installation of a new crosswalk and pedestrian landing on Irwin Road at Meridian, at a total estimated cost of \$60,000,

AND THAT the Irwin Road Trail Infill project be funded from Road DCCs.

CARRIED.

5. ADJOURNMENT

The Chair adjourned the meeting at 5:35 pm.

PRESIDING COUNCIL MEMBER

CERTIFIED CORRECT
Corporate Officer



Staff Report to Transportation and Public Works Committee

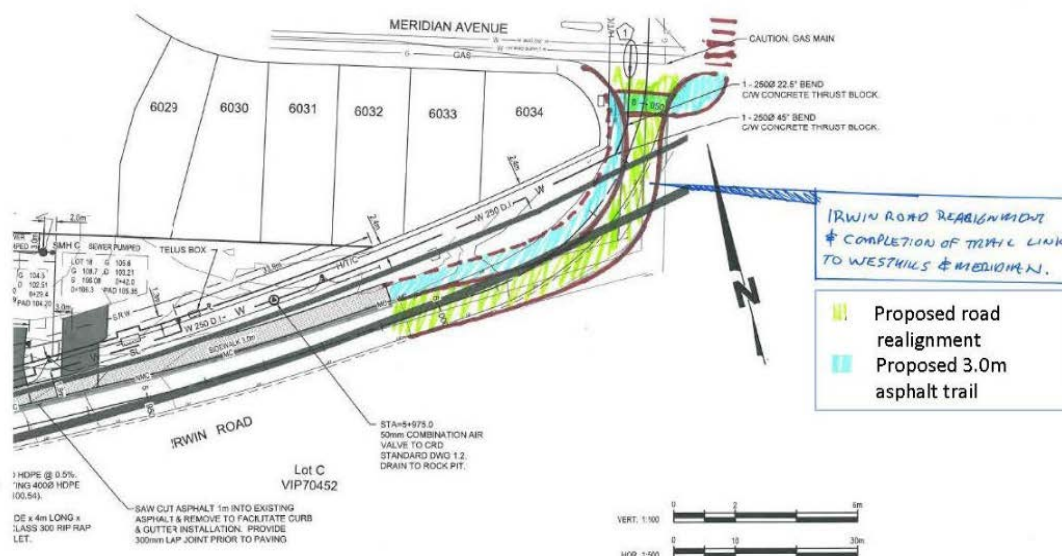
Date: April 9, 2019
Department: Engineering
Subject: Irwin Road Trail Infill

Background

As part of frontage improvements for the development being constructed at 2955 Irwin Road, a three meter asphalt trail is being installed, which will allow for further trail connection to the west. This leaves an approximately 60 m section on Irwin between Meridian and this development without a trail.

Commentary

The development has utilities being installed from Meridian to the development. As part of this work there will be some curb and pavement removal and reinstatement at the intersection. With the current works there may be an opportunity to engage the same contractor to realign the current road to allow for the continuation of the three meter asphalt trail. This would allow the trail to be completed from Meridian to the east end of 2955 Irwin.



Legal Implication

None.

Financial Implications

The works proposed in this report are as follows:

Estimated costs are \$60,000.00 for design and construction of the 3.0m asphalt trail connection, road realignment and new crosswalk to be paid from Road DCC's

Once design is completed a quote will be obtained from the contractor performing the other works, if the quote falls within the \$60,000.000 with the design a PO will be issued to have the work completed at the same time

Options

That the Transportation and Public Works Committee recommend that Council:

1. Proceed with the design and installation of the realignment of Irwin Road to allow for the installation of a 3.0m asphalt trail from Meridian to 2955 Irwin. This would include installing a new crosswalk and pedestrian landing on Irwin Road at Meridian, at a total estimated cost of \$60,000 to be funded from Road DCC's.

OR

2. Do nothing at this time.

Respectfully submitted,

Submitted by:	Raphael Mattson, ASCT, Senior Engineering Technologist
Concurrence:	Michelle Mahovlich, P.Eng, P.Geo, Director of Engineering
Concurrence:	George Henshall, ASCT, Deputy Director of Engineering & Public Works
Concurrence:	Ivan Leung, P.Eng, Manager of Engineering Construction
Concurrence:	Michael Dillabaugh, CPA, CA, Director of Finance
Concurrence:	Braden Hutchins, Director of Corporate Services
Concurrence:	Darren Kiedyk, Chief Administrative Officer

:RM

CITY OF LANGFORD
MINUTES OF THE PROTECTIVE SERVICES COMMITTEE

Thursday, April 11th, 2019 @ 5:00 pm

Council Chambers

PRESENT

Councillor: L. Szpak (Chair), L. Seaton (Vice-Chair), Members T. Cox, R. Crompton, D. Darche, H. Frederiksen, M. Wignall and D. Wilson.

ATTENDING

Director of Corporate Services, B. Hutchins; Fire Chief, C. Aubrey; Manager of Bylaw Enforcement, L. Fletcher; and West Shore RCMP OIC T. Preston.

1. CALL TO ORDER

The Chair called the meeting to order at 5:09 p.m.

2. APPROVAL OF THE AGENDA

MOVED BY: H. FREDERIKSEN
SECONDED: T. COX

That the Protective Services Committee approve the Agenda with the addition of item 4e, "Amendment to the Goldstream Farmers Market Agreement to Allow Sales and Tasting of Beer".

CARRIED.

3. ADOPTION OF THE MINUTES

a) Minutes of the Protective Services Committee Meeting – March 26th, 2019

MOVED BY: M. WIGNALL
SECONDED: H. FREDERIKSEN

That the Minutes of the Protective Services Committee meeting held on March 26th, 2019 be adopted as presented.

CARRIED.

4. REPORTS

a) Departmental Update

- Staff Report (Administration)

MOVED BY: H. FREDERIKSEN

SECONDED: R. CROMPTON

That the Protective Services Committee receive the joint departmental update from the Building, Bylaw and Fire departments.

CARRIED.

b) Wildlife – Bears in Langford

- Staff Report (Bylaw)

MOVED BY: M. WIGNALL

SECONDED: T. COX

That the Protective Services Committee recommend to Council:

That Council resolve:

- 1) That a wider benefit to all residents of Langford will come from establishing a range of available informational sources, including the creation of a dedicated webpage on the langford.ca site containing relevant informational links (URLs);
- 2) That the City compile and print, or otherwise acquire subject specific brochures and literature for distribution to the public;
- 3) AND THAT Council thank and acknowledge the Westhills Neighbourhood Residents Group for their initiative in bringing the matter of bears in urban settings forward for the community attention and action.

CARRIED.

c) Extension of Licensed Area - Western Speedway, 2207 Millstream Road

- Staff Report (Planning)

MOVED BY: H. FREDERIKSEN

SECONDED: T. COX

That the Protective Services Committee recommend to Council:

That Council:

Inform the Liquor and Cannabis Regulation Branch that the City of Langford will opt out of public notification for the expansion of licensed areas of the existing Liquor Primary License for Western Speedway located at 2207 Millstream Road.

CARRIED.

**d) Change to Hours - Ma Millers Liquor, 2903 Sooke Road
- Staff Report (Planning)**

MOVED BY: M. WIGNALL

SECONDED: T. COX

That the Protective Services Committee recommend to Council:
That Council:

Inform the Liquor and Cannabis Regulation Branch that the City of Langford will opt out of public notification for the change to hours of the existing Liquor Primary License for Ma Miller's Pub located at 2903 Sooke Lake Road.

CARRIED.

**e) Amendment to the Goldstream Farmers Market Agreement to Allow Sales and Tasting of Beer
- Staff Report (Planning)**

MOVED BY: COUNCILLOR SEATON

SECONDED: T. COX

That the Protective Services Committee recommend to Council:
That Council:

Direct staff to amend the existing Goldstream Farmers Market Agreement to allow for the sale and tasting of beer and spirits.

CARRIED.

5. ADJOURNMENT

The Chair adjourned the meeting at 5:30 p.m.

CHAIR

CERTIFIED CORRECT
(Corporate Officer)



Staff Report to Protective Services Committee

Date: April 11, 2019
Department: Bylaw Enforcement
Subject: Wildlife – Bears in Langford

Background

At the February 4, 2019 meeting of Council, consideration was given to a request coming from the Westhills Neighbourhood Residents Group for a \$500 grant to create awareness and mitigate bear conflicts. Instead of approving the application at that time, Council chose to refer the concerns about wildlife to the Protective Services Committee and City staff for additional research.

Commentary

Under the *Wildlife Act*, all large wildlife (bears, cougars, deer etc.) fall to the province of BC and its Conservation Officer Service for protection and management. Staff have now had an opportunity to conduct research, including consultation with the Conservation Officer Service (COS) and have learned that bear events/sightings have historically been very rare within Langford boundaries (they are more frequent within the Highlands, Metchosin or Sooke) and when sightings do happen, they are more likely to occur in those portions of the Bear Mountain Resort area which border the vastly wooded areas of the Highlands.

Langford specific statistics (fiscal March 31 to March 31) over the past 2 years:

- 2018/2019 show 51 Bear complaints/reports - mostly in the Bear Mountain and Goldstream Park areas.
- One of those complaints was confirmed at the north end of Florence Lake where a bear attempted to hide under a resident's mobile home. The bear abandoned its attempts when COS attended.
- 2017/2018 show 65 Bear complaints/reports, again mostly in the Bear Mountain and Goldstream Park areas.
- There have been no requirements for the CO Service to conduct removal or euthanasia actions of any bear due to extreme nuisance activity within the past 5 years in Langford.
- The busiest months for incoming bear complaints are between June (when bears come out of hibernation) and again in September/October (when the natural food sources become low).

- The CO Service notes in respect of those reports made that no firm number of local bears is known and that it's often possible that 20 complaints could be traced back to a single bear's presence.

Because bears and similar large animals fall within the *Wildlife Act*, they cannot be directly regulated (or interfered with) by local government, but local governments have complete ability to head up or fund awareness programs, or even an ability to adopt Bylaws to limit attractants presented to such wildlife (eg: management of household garbage, fruit bearing trees –timely harvests, etc.).

Staff are not recommending at this time that consideration be given to the adoption of a Bylaw which would impose controls over attractants as mentioned above, rather

Because bear “events” can be reported in a range of areas throughout Langford, staff are recommending Committee and Council consider providing bear awareness information to all residents of Langford through the posting of key information on the City website and through other means such as the acquisition of literature suitable for distribution through City Hall to the public. In researching material for this report, staff have identified a range of worthwhile sources of excellent material, including websites and brochures from various reliable sources (eg: BC Parks, Conservation Officer Service, and other local government bodies where bears have been proven to be much more of a challenge to the community).

Financial Implications

Langford could purchase readily available brochures on the topic or undertake to design and print its own for distribution. Committee and Council can fully control such costs by setting a maximum budget. The posting of URL (links) to the City website for effective sharing of information with the public present little to no cost.

Legal Implications

None anticipated at this time.

Options

That the Protective Services Committee recommend to Council, respective of bear and wildlife presence in urban settings:

- 1) that a wider benefit to all residents of Langford will come from establishing a range of available informational sources, including the creation of a dedicated webpage on the www.cityoflangford.ca site containing relevant informational links (URLs), and/or;
- 2) that the City compile and print, or otherwise acquire subject specific brochures and literature for distribution to the public, and;
- 3) that Council thank and acknowledge the Westhills Neighbourhood Residents Group for their initiative in bringing the matter of bears in urban settings forward for the community attention and action.

Respectfully submitted,

Submitted by:	Lorne Fletcher, Manager of Community Safety and Municipal Enforcement
Concurrence:	Cory Manton, Manager of Parks and Recreation
Concurrence:	Braden Hutchins, Director of Corporate Services
Concurrence:	Darren Kiedyk, Chief Administrative Officer

:LF



Staff Report to Protective Services Committee

Date: April 11, 2019
Department: Planning
Application No.: LLP19-0002
Subject: Extension of Licensed Area – Western Speedway, 2207 Millstream Road

Background

Western Speedway has applied to the Liquor and Cannabis Regulation Branch (formerly known as the Liquor Control and Licensing Branch) for an expansion of their licensed area to allow their overall service area to increase from a capacity of 1,004 patrons to a total of 2,219 patrons – an increase of 1,215.

When new Liquor Primary Licenses are applied for or when changes are made to existing Liquor Primary Licenses, the Local Government is required to choose whether or not they would like to opt in or out of notifying the community surrounding the licensed premise. If the City would like to make any comments they must opt into notification. If they do not wish to notify, they are not permitted to submit comments or state whether or not they are in favour of approval. If the City opts out of the notification process, the Liquor and Cannabis Regulation Branch will complete notification on their own.

If the Local Government decides to opt in, the Liquor and Cannabis Regulation Branch has certain requirements on what must be considered. The City must take into account the location of the establishment as well as the person capacity and hours of liquor sale. The resolution must also specifically speak to the following:

- The impact of noise on nearby residents
- The impact on the community if the application is approved
- The view of residents and a description of the method used to gather views
- The Local Government recommendations (including whether or not the application be approved) and the reasons on which they are based

If Council chooses to notify, Staff will complete a second staff report summarizing any responses received. The Liquor and Cannabis Regulation Branch requires local governments to provide their resolution and comments within 90 days if they choose to opt into providing comments and completing notification.

Commentary

Western Speedway is applying to the Liquor and Cannabis Regulation Branch to expand their consumption areas to an additional grandstand (615 seats) and to the concourse below the grandstands where the concession and retail stores are located (standing room for 600). The Speedway has noted that they have continuously received feedback from patrons that they wished for a greater seating capacity in the stands. Currently about one quarter of the grandstands are licensed, and the proposed change would bring that up to about one half. This change would still leave half of the grandstands unlicensed for families or other patrons to enjoy should they wish to be in an alcohol-free zone. They are also looking to expand the licensed areas to the concourse below the grandstands to allow greater flexibility for some of their larger events such as the Automotive Racing Hall of Fame induction ceremony which solely occurs in the concourse area. This would also allow patrons to consume their drinks while waiting in line for food.

The hours of sale are not proposed to change. The existing hours are the following:

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Open	Noon	Noon	Noon	Noon	Noon	Noon	Noon
Close	11:00 PM	11:00 PM	11:00 PM	11:00 PM	12:00 AM	12:00 AM	11:00 PM

Western Speedway has also noted that they have been a licensed establishment for nearly 10 years with a positive track record. They have dedicated security overseeing all licensed areas where alcohol is served and consumed and all patrons are required to wear a wristband verifying that they are of legal drinking age. This helps to assist servers in ensuring the clientele have had their ID checked.

The Bylaw Department has been consulted and they have stated that they have no concerns with the proposed changes. Given this, Council may find it appropriate to opt out of the public notification process in this instance.

Alternatively, if Council would like to participate in public notification, they may choose to do so in a style similar to a Development Variance Permit which is what has been done for past liquor license applications. Notifying in a manner similar to Development Variance Permits would require mail-outs to be sent to all property owners and occupants within a 30 meter radius of the subject property.

Options

That Council:

1. Inform the Liquor and Cannabis Regulation Branch that the City of Langford will opt out of public notification for the expansion of licensed areas of the existing Liquor Primary License for Western Speedway located at 2207 Millstream Road;

OR

2. Inform the Liquor and Cannabis Regulation Branch that the City of Langford will conduct public notification;

And

3. Direct Staff to notify all property owners and occupants within a 30 meter radius of the subject property.

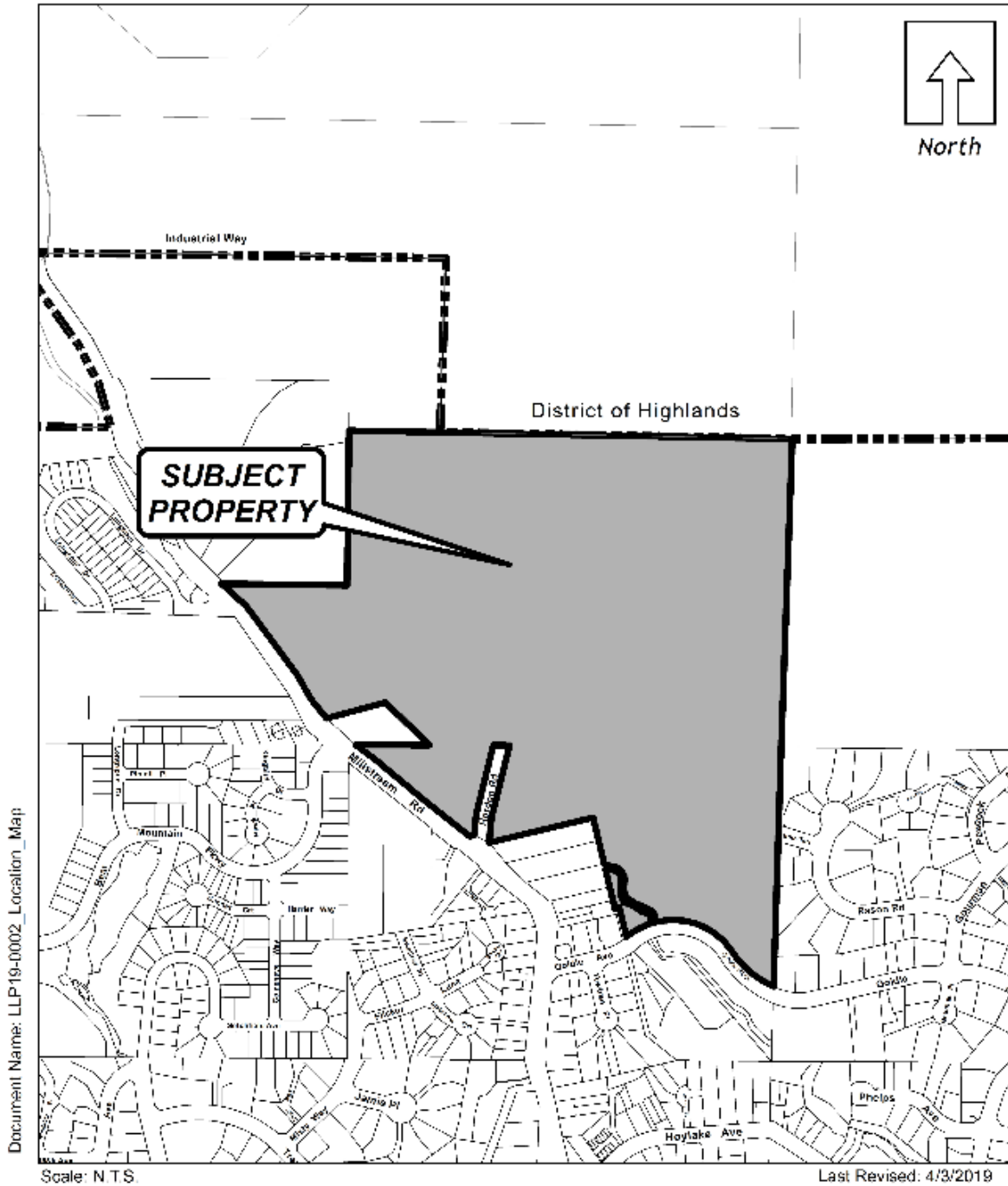
Respectfully submitted,

Submitted by:	Julia Buckingham, Planner I
Concurrence:	Matthew Baldwin, MCIP, RPP Director of Planning
Concurrence:	Chris Aubrey, Fire Chief
Concurrence:	Lorne Fletcher, Manager of Community Safety and Municipal Enforcement
Concurrence:	Adriana Proton, Manager of Legislative Services
Concurrence:	Michelle Mahovlich, P.Eng, P.Geo, Director of Engineering
Concurrence:	Leah Stohmann, MCIP, RPP, Deputy Director of Planning
Concurrence:	Michael Dillabaugh, CPA, CA, Director of Finance
Concurrence:	Braden Hutchins, Director of Corporate Services
Concurrence:	Darren Kiedyk, Chief Administrative Officer

:jb

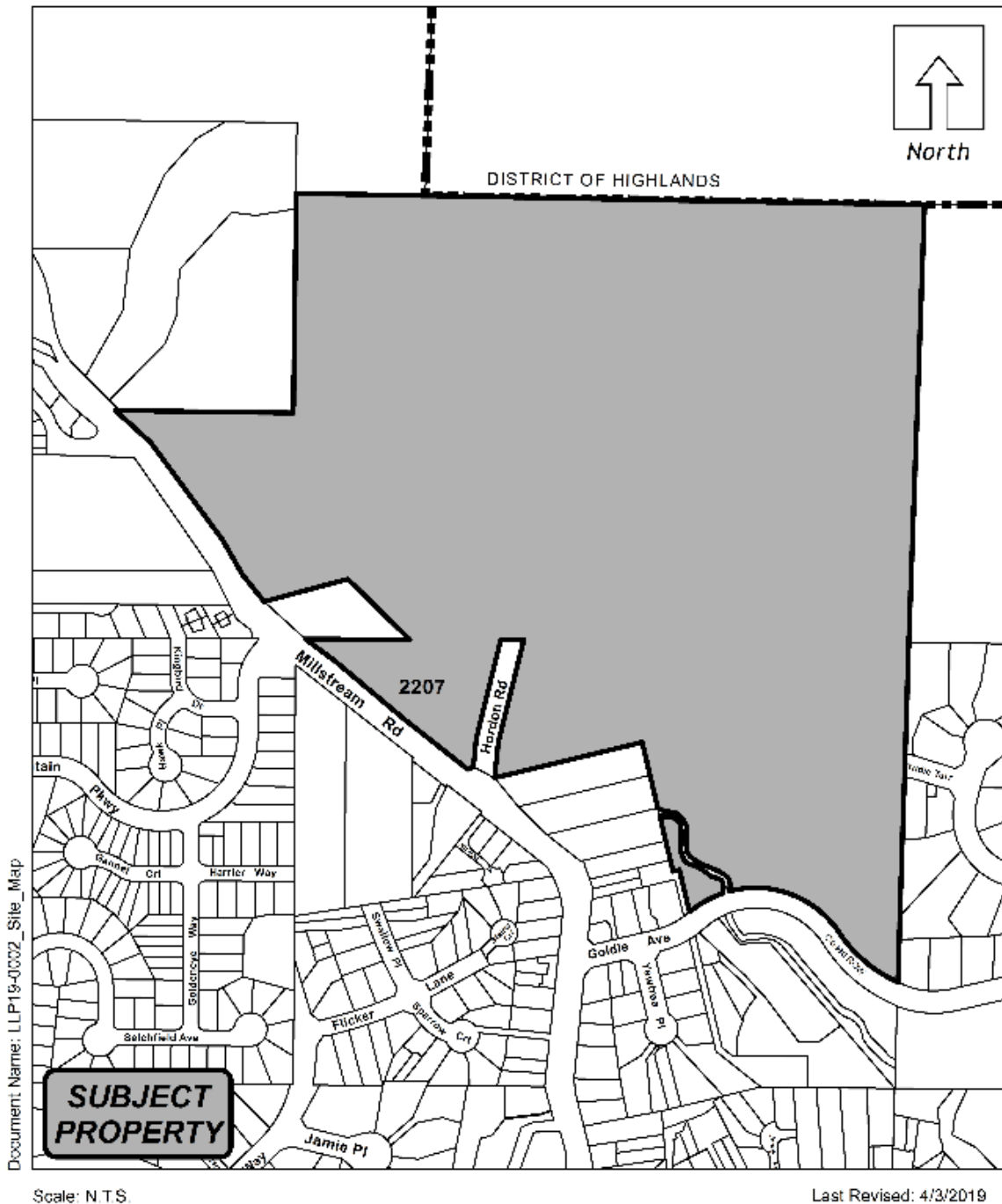
Appendix A – Location Map

**REZONING BYLAW AMENDMENT
(LLP19-0002)
2207 Millstream Rd**



Appendix B - Site Map

**Liquor Licence Application
(LLP19-0002)
2207 Millstream Rd**





Staff Report
to
Protective Services Committee

Date: April 11, 2019
Department: Planning
Application No.: LLP19-0001
Subject: Change to Hours – Ma Miller’s Pub, 2903 Sooke Road

Background

Ma Miller’s Pub has applied to the Liquor and Cannabis Regulation Branch (formerly known as the Liquor Control and Licensing Branch) to change the hours of their existing liquor license. Ma Miller’s Pub is wanting to open two hours early on Saturdays and Sundays, starting at 9am, in order to serve breakfast.

When new Liquor Primary Licenses are applied for or when changes are made to existing Liquor Primary Licenses, the Local Government is required to choose whether or not they would like to opt in or out of notifying the community surrounding the licensed premise. If the City would like to make any comments they must opt into notification. If they do not wish to notify, they are not permitted to submit comments or state whether or not they are in favour of approval. If the City opts out of the notification process, the Liquor and Cannabis Regulation Branch will complete notification on their own.

If the Local Government decides to opt in, the Liquor and Cannabis Regulation Branch has certain requirements on what must be considered. The City must take into account the location of the establishment as well as the person capacity and hours of liquor sale. The resolution must also specifically speak to the following:

- The impact of noise on nearby residents
- The impact on the community if the application is approved
- The view of residents and a description of the method used to gather views
- The Local Government recommendations (including whether or not the application be approved) and the reasons on which they are based

If Council chooses to notify, Staff will complete a second staff report summarizing any responses received. The Liquor and Cannabis Regulation Branch requires local governments to provide their resolution and comments within 90 days if they choose to opt into providing comments and completing notification.

In February of 2018, Ma Miller's Pub applied to the Liquor and Cannabis Regulation Branch to alter their liquor license area and increase their occupancy load by an additional 31 people. Ma Miller's Pub used to have a section of the pub that had a food primary license, and another that had a liquor primary license. They wanted to remove the food primary license and operate entirely as a liquor primary. Council chose to opt out of notification in this instance.

Commentary

Ma Miller's Pub would like to open two hours early on Saturdays and Sundays, starting at 9am, in order to serve breakfast. It is considered an industry standard to be able to offer caesars, mimosas, and other similar style alcoholic beverages during a breakfast service. The total occupancy for Ma Miller's Pub is 147 people and the following is a breakdown of the current and proposed hours of Ma Miller's Pub:

Existing Hours:

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Open	11:00 AM	11:00 AM	11:00 AM	11:00 AM	11:00 AM	11:00 AM	11:00 AM
Close	1:00 AM	1:00 AM	1:00 AM	1:00 AM	1:00 AM	1:00 AM	11:00 PM

Proposed Hours:

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Open	11:00 AM	11:00 AM	11:00 AM	11:00 AM	11:00 AM	9:00 AM	9:00 AM
Close	1:00 AM	1:00 AM	1:00 AM	1:00 AM	1:00 AM	1:00 AM	11:00 PM

The Bylaw Department has been consulted and have stated that they have no concerns with the proposed changes.

Given that the Bylaw Department has no concerns, and the proposed change to hours is occurring in the morning, Council may find it appropriate to opt out of the public notification process in this instance.

Alternatively, if Council would like to participate in public notification, they may choose to do so in a style similar to a Development Variance Permit which is what has been done for past liquor license applications. Notifying in a manner similar to Development Variance Permits would require mail-outs to be sent to all property owners and occupants within a 30 meter radius of the subject property.

Options

That Council:

1. Inform the Liquor and Cannabis Regulation Branch that the City of Langford will opt out of public notification for the change to hours of the existing Liquor Primary License for Ma Miller's Pub located at 2903 Sooke Lake Road;

OR

2. Inform the Liquor and Cannabis Regulation Branch that the City of Langford will conduct public notification;

AND

3. Direct Staff to notify all property owners and occupants within a 30 meter radius of the subject property.

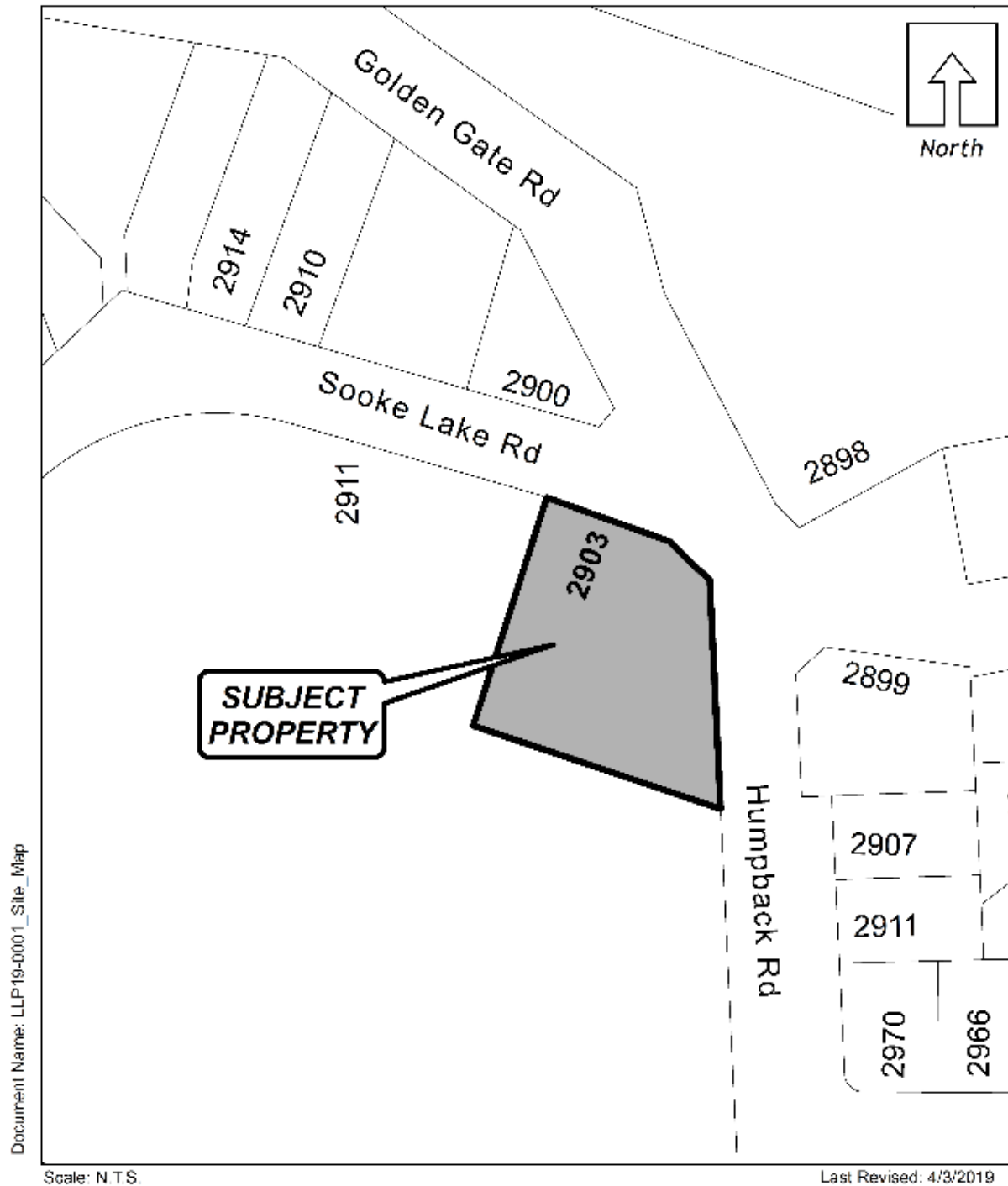
Respectfully submitted,

Submitted by:	Julia Buckingham, Planner I
Concurrence:	Matthew Baldwin, MCIP, RPP Director of Planning
Concurrence:	Chris Aubrey, Fire Chief
Concurrence:	Lorne Fletcher, Manager of Community Safety and Municipal Enforcement
Concurrence:	Adriana Proton, Manager of Legislative Services
Concurrence:	Michelle Mahovlich, P.Eng, P.Geo, Director of Engineering
Concurrence:	Leah Stohmann, MCIP, RPP, Deputy Director of Planning
Concurrence:	Michael Dillabaugh, CPA, CA, Director of Finance
Concurrence:	Braden Hutchins, Director of Corporate Services
Concurrence:	Darren Kiedyk, Chief Administrative Officer

:jb

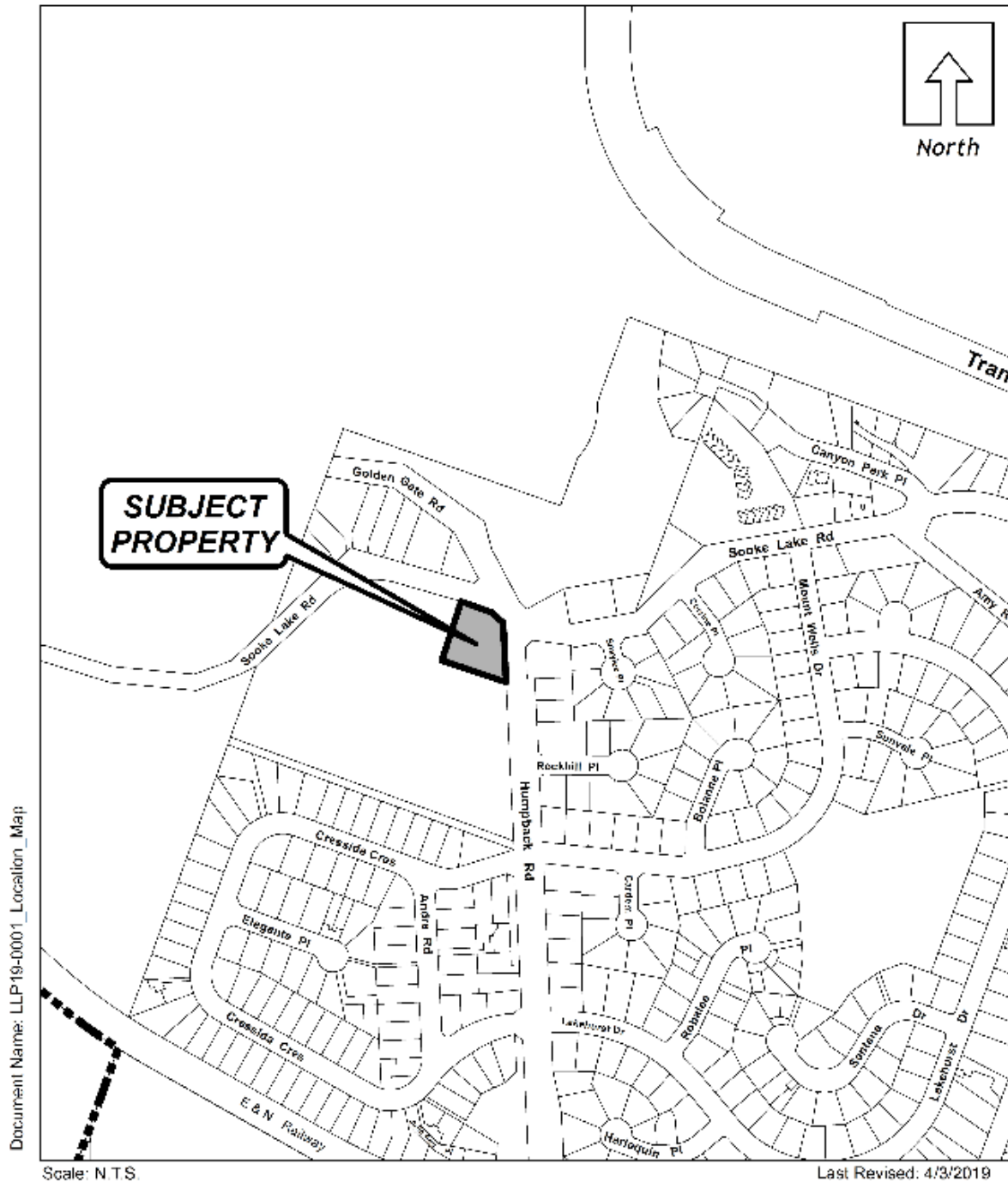
Appendix A – Site Map

**REZONING BYLAW AMENDMENT
(LLP19-0001)
2903 Sooke Lake Rd**



Appendix B – Location Map

**REZONING BYLAW AMENDMENT
(LLP19-0001)
2903 Sooke Lake Rd**





Staff Report to Council

Date: April 15, 2019
Department: Planning
Subject: Amendment to the Goldstream Farmers Market Agreement to Allow Sales and Tasting of Beer

The Goldstream Farmers Market Society is requesting to amend their current 2017 – 2019 Agreement with the City in order to allow the tasting and sales of local beers in addition to the already permitted wine, cider, and mead.

Background

At the regular Council meeting held on April 4, 2016, Council approved two liquor vendors to operate at the Goldstream Farmers Market on a temporary basis for the purpose of tasting and selling one bottle only of locally bottled wine, cider, or mead for the 2016 season. Once the trial was complete, Councillor Szpak, representatives of the Market Society, the Langford liquor store vendors, and city staff held a meeting and concluded that the trial was successful and had no detrimental impacts on store vendors or the community at large.

The former Market Agreement expired in October of 2016 and at the December 5th, 2016 regular Council meeting, Council contemplated the 2017 – 2019 Goldstream Farmers Market Agreement. After the successful trial season, a request was made to include the sale of wine, cider, and mead in the new agreement. Council approved this change and a new agreement was drawn up for the 2017 – 2019 Market seasons to allow alcohol sales. The agreement specifically states that only two bottles per vendor are to be for sale, that there will only be two alcohol vendors per market that provide tasting and sales services, and that sales are limited to wine, cider, and mead only.

Commentary

The Goldstream Farmers Market Society has received requests from vendors to allow for the sale and tasting of local beer and is therefore looking to amend the existing agreement. All other aspects of the agreement in regards to alcoholic beverages would remain the same with no more than two alcohol vendors permitted per market, and with each vendor only providing tasting and sales of no more than two bottles.

It was noted in the December 2016 report to Council that liquor store vendors felt that the introduction of alcohol vendors actually enhanced their exposure and that of local producers and that they supported the introduction of liquor sales at the Goldstream Market.

Given the success of the sale and tasting of wine, cider, and mead, Staff do not believe that the addition of beer sales and tasting would cause any issues.

In addition, Council may wish to note that the current Agreement that would be amended will be expiring on October 31, 2019. If Council were to approve the sale of beer at the Goldstream Farmers Market and were unsatisfied with the results, they could choose to exclude it in the following agreement that would be required for the 2020 Market season.

Options

That Council:

1. Direct staff to amend the existing Goldstream Farmers Market Agreement to allow for the sale and tasting of beer;

Or

2. Decline the Goldstream Farmers Market Society's request to allow the sale and tasting of beer at this time.

Respectfully submitted,

Submitted by:	Julia Buckingham, Planner I
Concurrence:	Adriana Proton, Manager of Legislative Services
Concurrence:	Matthew Baldwin, MCIP, RPP Director of Planning
Concurrence:	Chris Aubrey, Fire Chief
Concurrence:	Lorne Fletcher, Manager of Community Safety and Municipal Enforcement
Concurrence:	Cory Manton, Manager of Parks and Recreation
Concurrence:	Michelle Mahovich, P.Eng, P.Geo, Director of Engineering
Concurrence:	Leah Stohmann, MCIP, RPP, Deputy Director of Planning
Concurrence:	Michael Dillabaugh, CPA, CA, Director of Finance
Concurrence:	Braden Hutchins, Director of Corporate Services
Concurrence:	Darren Kiedyk, Chief Administrative Officer

:jb



Staff Report to Council

Date: April 15, 2019

Department: Planning

Application No.: TUP19-0003

Subject: Application to allow a firewood processing operation on Lot B, Section 96 & 97, Metchosin District, Plan EPP69605, PID 030-095-883 (3301 Woodruff Road).

PURPOSE

Nicholas Frappell of Keycorp Consulting Ltd. has applied on behalf of Nik Talbot for a Temporary Use Permit (TUP) to allow a firewood processing operation on Lot B, Section 96 & 97, Metchosin District, Plan EPP69605, PID 030-095-883 (3301 Woodruff Road).

BACKGROUND

PREVIOUS APPLICATIONS

- Z17-0005 - Centre Mountain Properties - Boundary adjustment from properties of Metchosin
- DVP17-0012 - Centre Mountain DVP for Bylaw 1000 variance with respect to subdivision without frontage improvements or connection to municipal sewer system for properties in the proposed new BP8 (Business Park 8) - Centre Mountain Zone
- DP18-0009 - Application to clear the lands, complete work needed to clear, and construct a road.
- DP18-0021 - Amendment to DP18-0009 - to include RAR reducing SPEA setbacks.

Table 1: Site Data

<i>Applicant</i>	Nicholas Frappell
<i>Owner</i>	Keycorp Consulting Ltd.
<i>Civic Address</i>	3301 Woodruff Road
<i>Legal Description</i>	Lot B, Section 96&97, Metchosin District, Plan EPP69605, PID 030-095-883
<i>Size of Property</i>	78308.53 m2
<i>DP Areas</i>	Fire Hazard, Habitat and Biodiversity, Riparian, Steep Slopes
<i>Zoning</i>	Business Park 8 (BP8) – Centre Mountain Zone

<i>OCP Designation</i>	Business or Light Industrial
------------------------	------------------------------

SITE AND SURROUNDING AREA

The subject property is located south of Sooke Road and west of the West Shore Parkway intersection. The south and west side of the lot abuts the newly defined municipal boundary with the District of Metchosin. The property was fairly heavily forested but has since been cleared. The topography is steep slopes and there is a SPEA that runs north to south through the right side of the property. Access is off Woodruff Road via a logging road. The majority of the surrounding properties are vacant land with the exception of a few homes to the far north along Sooke Road.

Table 2: Surrounding Land Uses

	Zoning	Use
<i>North</i>	Business Park 8 (BP8) – Centre Mountain Zone	Vacant and undeveloped
<i>East</i>	Business Park 8 (BP8) – Centre Mountain Zone	Vacant and undeveloped
<i>South</i>	District of Metchosin	Vacant and undeveloped
<i>West</i>	District of Metchosin	Vacant and undeveloped



POLICY & REGULATIONS

LOCAL GOVERNMENT ACT

Pursuant to Section 497 of the *Local Government Act*, the City may issue a Temporary Use Permit (TUP) for a period of up to three years. The *Local Government Act* also allows a TUP to be extended for a maximum of an additional three years. If the holder of a TUP wishes to conduct the temporary use beyond the six year period, they are required to make an application to Council for a new TUP or apply for rezoning.

COUNCIL POLICY

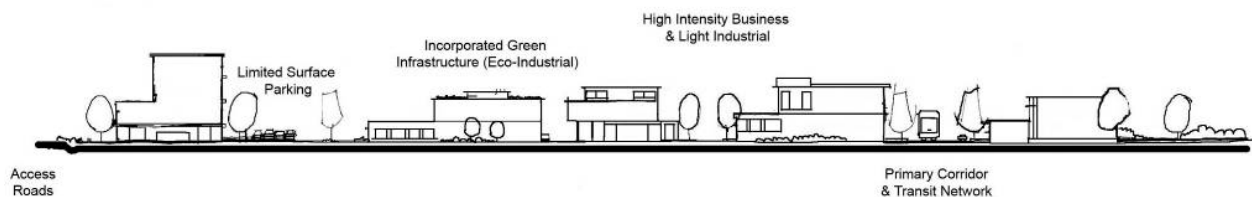
Council has no specific policies regarding TUPs, and each application for a TUP is considered based on its individual merit. However, Section 3.27 of Zoning Bylaw No. 300 provides guidance on where TUPs may be issued, provides Council with the authority to require conformity with the City's Development Permit Area Guidelines, and provides Council with the authority to require additional information for TUP applications, where considered necessary. This additional information may include:

- Geotechnical evaluations;
- Environmental impact assessments;
- Wildfire hazard assessments;
- Stormwater management & drainage plans;
- Groundwater management plans;
- Soil removal plans;
- Acoustic analysis & sound attenuation plans;
- Traffic analysis & impact mitigation plans;
- Parking studies & parking plans;
- Site lighting plans; and
- Visual impact analyses.

OFFICIAL COMMUNITY PLAN

The subject site is designated as "Business or Light Industrial Centre" by the City's Official Community Plan (OCP). Business or Light Industrial Centres are intended to be developed as predominantly business and light industrial precinct that supports a range of business uses. Parks, open spaces are integrated throughout the centre where appropriate to serve users and employees and green corridors (creeks, wildlife corridors, trails, etc.) that connect to other parts of the community where appropriate.

A Concept for Business or Light Industrial Centre:



DEVELOPMENT PERMIT AREAS

The subject site is located in an extreme Fire Hazard Interface Area. The east side of the site is located in the Steep Slope Area and a Streamside Protection and Enhancement Area (SPEA) running north to south through the center of the subject property was identified and located in a Riparian Area Regulation

report (RAR) provided during DP18-0021 which was issued to allow for land clearing to take place. The proposed firewood processing business intends to only operate on a portion of the site, the location of which does not conflict with the identified SPEA. The site had previously been cleared and the proposed operation would not involve any changes to the site.

INFRASTRUCTURE

The site is accessed off Woodruff Road via an adjoining logging road and there are currently no services available to the site, specifically, hydro, sewer and water.

COMMENTS

DEVELOPMENT PROPOSAL

Nik Talbot is intending to run a firewood processing operation on the lands described as Lot B, Section 96 & 97, Metchosin District, Plan EPP69605, PID 030-095-883 (3301 Woodruff Road) and will be seeking a business license for that operation. The Business Park 8 (BP8) – Centre Mountain Zone, does not currently permit firewood processing so the only way to allow the proposed use in this location is for a TUP to be issued or for the BP8 zone to be amended.

The applicant has indicated that the proposed operation will not serve customers on site but rather finished product will be taken off the site for sale elsewhere. The applicant also has indicated that the business will be of a temporary nature until such a time as the land is ready for development or the use is no longer required. The property does not have any buildings on it.

The Fire Department has requested that the proposed operation post the civic address and provide clearly marked wayfinding signs to the site as well as a Fire Safety Plan to the satisfaction of the Fire Chief prior to issuance of the TUP. Additional strategies to ensure the wildfire risk associated with a firewood processing operation is minimized has been outlined in the report provided by Margaret Symon of Strathcona Forestry Consulting dated March 30th 2019 and attached (Appendix A). The additional strategies outlined in the report shall become requirements of the TUP.

The Engineering Department has requested and erosion control plan to be submitted prior to the issuance of the TUP. Additionally the applicant will be required to pay the City back approximately \$23,000.00 for road repairs which were done to repair damage that occurred during the land clearing. A \$10,000.00 bond for future road repairs is also required to be provided before issuance of the TUP.

OPTIONS

Option 1

That Council:

1. Proceed with consideration of this Temporary Use Permit to allow Nik Talbot to firewood processing business on Lot B, Section 96&97, Metchosin District, Plan EPP69605, PID 030-095-883 (3301 Woodruff Road). for a period of three years, subject to the following terms and conditions:

-
- a) The applicant provide a fire safety plan prior to issuance of the TUP.
 - b) The applicant pay the City back for Road repairs on Woodruff Road at an estimated cost of \$23,000.00.
 - c) The applicant provide a \$10,000.00 bond for future road repairs.
 - d) The applicant provide an Erosion Control Plan to the satisfaction of the Director of Engineering.
 - e) The Temporary Use Permit be issued only to Nik Talbot and not be transferred to any subsequent businesses or business owners should Nik Talbot cease to operate.

Restrictions to be followed by the proposed wood processing operation

- a) The applicant post the civic address and provide clearly marked wayfinding to the site.
- b) The operation be located outside the SPEA.
- c) There be no open or slash burning.
- d) Access to the site be restricted (e.g. gated access) to prevent the public from entering the site to purchase firewood.
- e) The applicant implement the wildfire risk minimization strategies outlined in the attached report from Strathcona Forestry Consulting dated March 30th 2019.

OR Option 2

- 2. Take no action at this time with respect to this application for a temporary use permit.

Respectfully submitted,

Submitted by:	Kory Elliott, Planning and Land Development Technician
Concurrence:	Matthew Baldwin, MCIP, RPP, Director of Planning
Concurrence:	Michelle Mahovlich, P.Eng, P.Geo, Director of Engineering
Concurrence:	Michael Dillabaugh, CPA, CA, Director of Finance
Concurrence:	Braden Hutchins, Director of Corporate Services

:kle



Staff Report to Council

Date: April 15, 2019
Department: Land Development
Subject: Encroachment Agreement – 728 Meaford Avenue

Background

The purpose of this report is to seek Council approval of a minor aerial encroachment of the roof line for the six-storey apartment building recently constructed by Iron Clad Developments Ltd.

Commentary

Iron Clad Developments has recently constructed a six-storey apartment building at 728 Meaford Avenue. At the time of occupancy a minor roof line encroachment at the very top of the building was brought to staff's attention by the Building Survey provided by McElhanney Land Surveyors. As shown below in Figure 1.0 the new building's roof line encroaches slightly in the south east corner of the lot.

Figure 1.0: Roof line Encroachment into Road Dedication

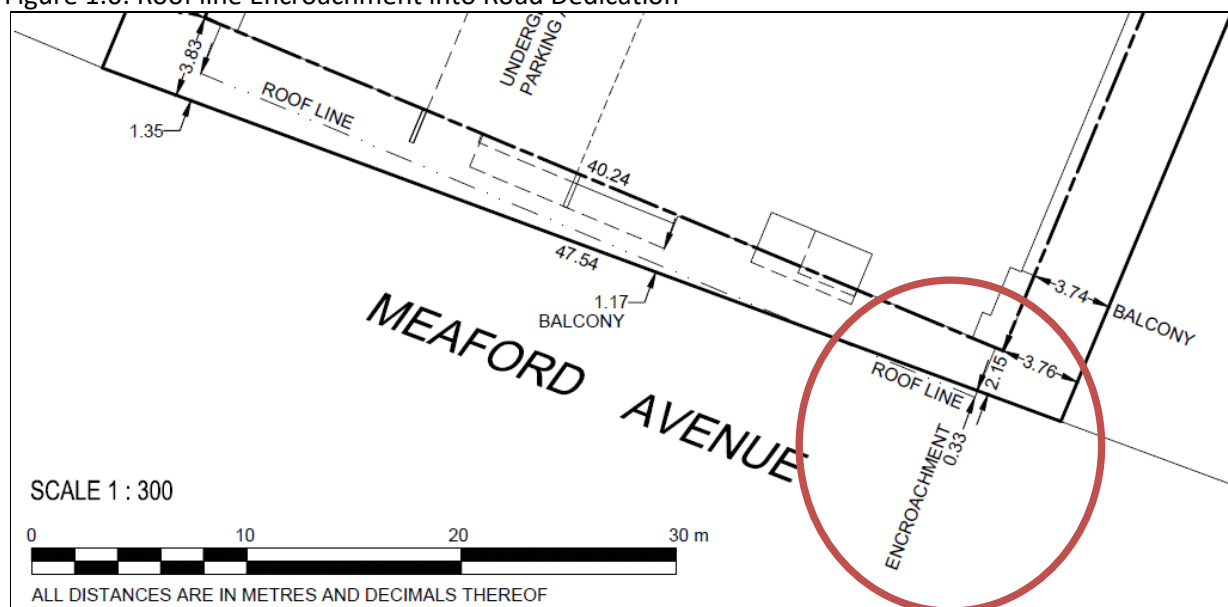
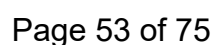


Figure 2.0: Building Certification Plan



Financial Implications

In some instances the City takes a financial bond to protect the City against costs in the future, for example to alter, remove, or maintain the structure. Staff do not anticipate that there will be any ongoing maintenance costs for the City associated with this encroachment.

All costs associated with the registration of the encroachment easement will be the responsibility of the developer.

Legal Implications

An encroachment easement is required to ensure that the property owner maintains their roof line in the City's road right-of-way. An easement over City highway is permitted by section 35(11) of the *Community Charter*. These agreements are beneficial to the municipality in that the terms of the encroachment arrangement are clear and that the municipality has the right to cancel the easement if the Grantee fails to comply with its obligations. The City will also require the Grantee to indemnify the City and carry third party liability insurance at all times with the City as co-insured. The encroachment easement will run with the land and any future owner will be obligated by the same terms.

Options

That Council:

1. Direct staff to enter into an Encroachment Agreement by way of an Easement with Iron Clad Developments Ltd. for the aerial encroachment of the roof line that extends into the Meaford Avenue Road Dedication, which may be cancelled by the City in the event that a new owner of the land does not comply with the maintenance, insurance, and indemnity provisions of the easement;

OR

2. Not enter into an Encroachment Agreement with Iron Clad Developments Ltd. for the aerial encroachment of the roof line that extends into Meaford Avenue Road Dedication.

Respectfully submitted,

Submitted by:	Daryl Minifie, ASCT, Senior Land Development Technologist
Concurrence:	Adriana Proton, Manager of Legislative Services
Concurrence:	Matthew Baldwin, MCIP, RPP Director of Planning
Concurrence:	Chris Aubrey, Fire Chief
Concurrence:	Lorne Fletcher, Manager of Community Safety and Municipal Enforcement
Concurrence:	Michelle Mahovich, P.Eng, P.Geo, Director of Engineering
Concurrence:	Leah Stohmann, MCIP, RPP, Deputy Director of Planning
Concurrence:	Michael Dillabaugh, CPA, CA, Director of Finance
Concurrence:	Braden Hutchins, Director of Corporate Services

:DM



Staff Report to Council

Date: April 15, 2019
Department: Engineering
Subject: 20190415 Pre-Award Approval for Langford Parkway Improvements (Jacklin to CCP)

Background

With the tenant change from Ashley Furniture to Quality Foods at 977 Langford Parkway, there has been a significant increase in the demand for left turns at their main driveway which cause traffic flow constrictions on Langford Parkway, as well as safety concerns for both drivers and pedestrians.

Watt Consulting (October 29, 2018 report) reviewed the corridor from Jacklin to the roundabout at City Centre Park and has made recommendations for improved safety and traffic flow improvements. The improvements were included in the 2019 Engineering Capital Projects budget.

The purpose of this report is to seek Council pre-approval to award the construction contract for safety and traffic flow improvements along Langford Parkway planned for 2019.

Commentary

Langford Parkway consists of a two lane cross-section with 4 access points to the commercial properties to the south, of which only the White Spot main access has a left turn bay. The traffic study shows that the Quality Foods entrance has the highest left turn movement of these access points and is operating at a Level of Service D (LOS D). There are also two BC Transit stops at this location adding to the use of this area. Watt's proposal is to add a left turn lane and a pedestrian flashing crosswalk at the entrance to Quality Foods as shown in Figure 1. Adding a left turn lane also reduces the curvature of the westbound lane and improves the sightlines to the existing transit stop on the north side of Langford Parkway.

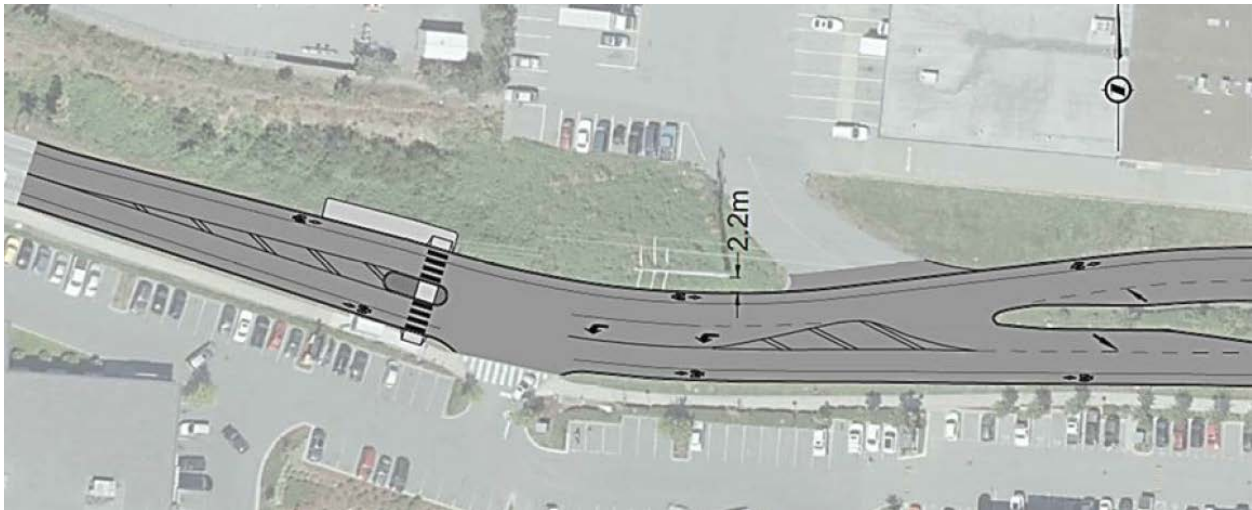


Figure 1. Langford Parkway additional Left Turn

The remaining two access locations at the Dollar Store/Fortis driveway as well as Princess Auto also warrant left turn bays, however the demand for left turners is far lower and therefore does not create significant delays in westbound traffic. Based on this, it is recommended to do nothing at the Dollar Store/Fortis access and to continue to monitor the traffic flow. Given the close proximity of the Princess Auto access to the roundabout at City Centre Park, it's been recommended to restrict left turn movements to and from Langford Parkway from the Princess Auto driveway and have traffic utilize the roundabout for these movements.

Detailed design of this corridor will be completed this spring and tendered. Staff are looking for Council pre-approval to award the construction contract to the lowest bidder assuming the bid is compliant to the tender specifications and no errors are found in the bid. Staff will work closely with local merchants regarding access during construction.

Financial Implications

The budget for the Langford Parkway Improvement project is \$140,000 and is funded through the City's General Amenity Fund.

Legal Implications

None Noted.

Options

That Council:

1. Direct staff to award the construction contract for the Langford Parkway Improvements to the lowest bidder who is in compliance with the tender documents and fund the project through the City's General Amenity Fund which has been included in the 2019 Engineering Capital Budget;

OR

2. Not award the Langford Parkway Improvements contract at this time.

Respectfully submitted,

Submitted by:	George Henshall, ASCT, Deputy Director of Engineering & Public Works
Concurrence:	Michelle Mahovich, P.Eng, P.Geo, Director of Engineering
Concurrence:	Matthew Baldwin, MCIP, RPP Director of Planning
Concurrence:	Lorne Fletcher, Manager of Community Safety and Municipal Enforcement
Concurrence:	Michael Dillabaugh, CPA, CA, Director of Finance
Concurrence:	Braden Hutchins, Director of Corporate Services

:gh

CITY OF LANGFORD
ROAD CLOSURE BYLAW NO. 1836, 2019
Road Closure Bylaw

WHEREAS, pursuant to Section 40 of the *Community Charter*, Council may, by bylaw, close a portion of a highway to traffic and remove the dedication of the highway, if prior to adopting the bylaw, Council publishes notices of its intention in a newspaper and provides an opportunity for persons who consider they are affected by the bylaw to make representations to Council;

AND WHEREAS the Council of the City of Langford deems it expedient to close to traffic and remove the dedication of highway of that portion of highway comprising a total of approximately 122.8 m² (1,322 ft²), which was dedicated as highway by Plan 2436, shown outlined in a bold black line on the reference plan prepared by Mitch Laseur, BCLS, WSP Canada Inc on the 20th day of July, 2018, a reduced copy of which is attached hereto (the “Road Closure Plan”);

AND WHEREAS notices of Council’s intention to close that portion of highway to traffic and to remove its dedication as highway were published in a newspaper and posted in the public notice posting place, and Council has provided an opportunity for persons who consider they are affected by the closure to make representations to Council;

AND WHEREAS the Council does not consider that the closure of the Closed Road will affect the transmission or distribution facilities or works of utility operators;

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

1. Attached to this Bylaw as Schedule “A” and forming part of this Bylaw is a reduced copy of the reference plan of highway closure

(the “Road Closure Plan”).
2. The City hereby authorizes the closure to traffic and removal of highway dedication of:

the 0.01228 hectares of highway, which was dedicated as highway by Plan 2436, labelled “Road to be Closed” on the Road Closure Plan.

(the “Closed Road”).
3. On deposit of the Road Closure Plan and all other documentation for the closure of the Closed Road in the Victoria Land Title Office, the Closed Road is closed to public traffic, it shall cease to be public highway, and its dedication as a highway is cancelled.
4. The Mayor and the Chief Administrative Officer of the City are authorized to execute all deeds of land, plans and other documentation necessary to affect this road closure and disposition.

5. This Bylaw may be cited as “Road Closure Bylaw No. 1836, (Unnamed Lane near 1198 Goldstream Avenue) 2019”.

READ A FIRST TIME this 1st day of April, 2019.

READ A SECOND TIME this 1st day of April, 2019.

READ A THIRD TIME this 1st day of April, 2019.

APPROVED BY THE MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE THIS 8th DAY OF APRIL, 2019.

ADOPTED this of, 2019.

MAYOR

(Certified Correct)
CHIEF ADMINISTRATIVE OFFICER

SCHEDULE "A" – Road Closure Plan

REFERENCE PLAN TO ACCOMPANY BYLAW NO. 1836, CITY OF LANGFORD, TO CLOSE ROAD DEDICATED ON PLAN 2436, WITHIN SECTION 85, ESQUIMALT DISTRICT

PLAN EPP87827

Pursuant to Section 120 of the Land Title Act and Section 40 of the Community Charter
BCGS 92B.043



The intended plot size of this plan is 560mm in width by 432mm in height (C size) when plotted at a scale of 1:1750.

All distances are in metres and decimals thereof.

Integrated Survey Area No. 51, City of Langford, NAD83 (CGRS) 3.0.0 BC 1.0 RD.

Grid bearings are derived from observations between geodetic control monuments 94H1519 and 94H1520 and are referred to the central meridian of UTM Zone 18N.

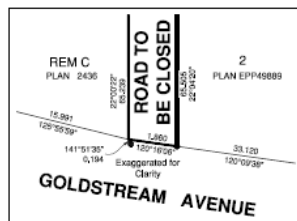
The UTM coordinates and estimated horizontal positional accuracy achieved are derived from MANICOT published coordinates and standard deviations for geodetic control monuments 94H1519 and 94H1520.

This plan shows horizontal ground-level distances unless otherwise specified. To compute grid distances, multiply ground-level distances by the average combined factor of 0.9999995 which has been derived from geodetic control monuments 94H1519 and 94H1520.

LEGEND

- ▲ denotes control monument found
- denotes standard iron post found
- denotes non-standard post found
- REM denotes Remainder
- m2 denotes metres squared

Datum: NAD83(CGRS) 3.0.0 BC 1.0 RD			UTM Zone 18 North	
Point	UTM Northing	UTM Easting	Point Combined Factor	Estimated Horizontal Positional Accuracy
94H1519	5356765.651	482000.020	0.9999117	0.02
94H1520	5356415.531	481693.007	0.9999062	0.02



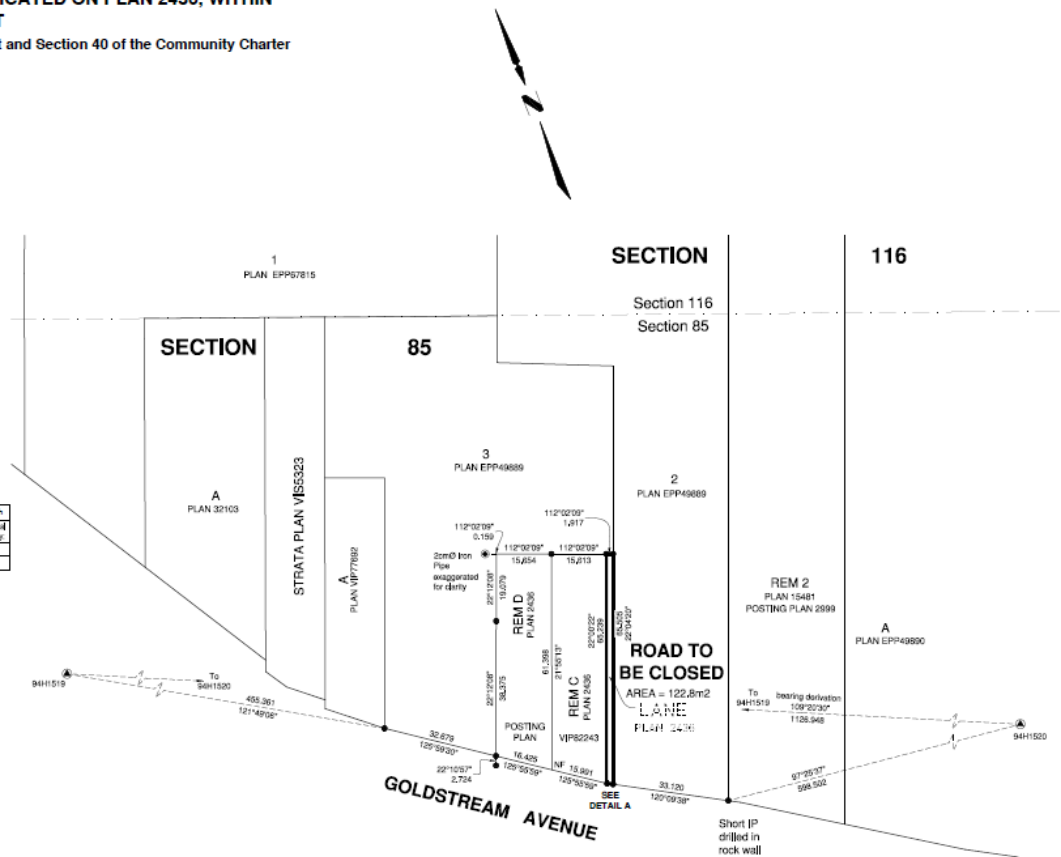
DETAIL A

Scale of enlargement to 1:100 at intended plot size of plan



WSP Canada Inc.
300-8000 Updown Boulevard,
Victoria, BC

PROJECT REF./DRAWING NO.
181-09941-00 (BLR)001-R0



This plan lies within the Capital Regional District

The field survey represented by this plan was completed on the 20th day of July, 2018.

Mich Labeur, BCLS 962

ECR# 218430



Staff Report to Council

Date: 15/04/2019
Department: Finance
Subject: 2019-2023 Five-Year Financial Plan Bylaw No. 1837 and
2019 Tax Rates Bylaw No. 1838

Background

The *Community Charter* requires Councils to adopt a Five-Year Financial Plan (the Plan) each year and, after the adoption of the Plan but before May 15th, to adopt a tax rate bylaw. Bylaws No. 1837 and No. 1838 satisfy these requirements. Copies of these bylaws are attached.

Commentary

At the Regular Council Meeting on March 4, 2019, Council approved the 2019-2023 Five Year Financial Plan and directed staff to bring forward the 2019-2023 Five Year Financial Plan Bylaw, 2019 and the Tax Rates Bylaw 2019.

City of Langford 2019-2023 Financial Plan Bylaw No. 1837, 2019 gives authority for the City to spend for operating and capital purposes in 2019.

City of Langford Tax Rates Bylaw No. 1838, 2019 gives authority for the City to levy taxes for municipal, regional district and hospital purposes in 2019.

Council also considers the distribution of taxes among property classes with the objective of maintaining a stable and equitable burden. Council has determined that the burden on commercial properties is not competitive and has embarked on a program of reducing the commercial multiple by 0.05 each year for 10 years. The multiple has been set at 2.85 for 2019.

Options

That Council:

1. Give City of Langford 2019-2023 Financial Plan Bylaw No. 1837, 2019 three readings, **and**
2. That commercial class multiples in 2019 be set at 2.85, **and**
3. Give City of Langford Tax Rates Bylaw No. 1838, 2019 three readings

Respectfully Submitted,

Submitted by:	Michael Dillabaugh, CPA, CA, Director of Finance
Concurrence	Darren Kiedyk, Chief Administrative Officer

**CITY OF LANGFORD
BYLAW NO. 1837**

A BYLAW TO ADOPT A FINANCIAL PLAN FOR 2019 – 2023

WHEREAS under the *Community Charter* the municipality must have a financial plan adopted by bylaw before the annual property tax bylaw is adopted;

AND WHEREAS through a public process the financial plan has been presented and the public has had an opportunity to comment;

AND WHEREAS Council deems this to be a process of public consultation as required by the *Community Charter*,

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

1. Schedule “A” attached hereto and forming part of this bylaw comprises the City of Langford Consolidated Five Year Financial Plan for 2019 – 2023
2. Schedule “B” attached hereto and forming part of this bylaw comprises the City of Langford Revenue and Property Tax Policy Disclosure.
3. This bylaw may be cited for all purposes as “City of Langford 2019-2023 Financial Plan Bylaw No. 1837, 2019”.

READ A FIRST TIME this day of April, 2019.

READ A SECOND TIME this day of April, 2019.

READ A THIRD TIME this day of April, 2019.

ADOPTED this day of May, 2019.

PRESIDING COUNCIL MEMBER

(Certified Correct)
CORPORATE OFFICER

TOTAL INTERNAL TRANSFERS

												Schedule "B"
Bylaw No. 1837												
Revenue and Property Tax Policy Disclosure												
REVENUE DISCLOSURE												
Revenue Proportions												
	2019		2020		2021		2022		2023			
	(\$'000s)	%	(\$'000s)	%	(\$'000s)	%	(\$'000s)	%	(\$'000s)	%	(\$'000s)	%
Property Taxes	30,967	40%	33,473	64%	35,666	60%	37,882	66%	40,178	70%		
Parcel Charges	1,991	3%	1,963	4%	2,022	3%	2,071	4%	2,042	4%		
Fees	7,842	10%	7,878	15%	7,652	13%	7,074	12%	7,120	12%		
Other Sources	31,708	41%	9,511	18%	14,107	23%	8,728	16%	8,144	14%		
Proceeds From Borrowing	4,500	6%	0	0%	750	1%	1,000	2%	0	0%		
	77,008	100%	52,825	101%	60,197	100%	56,755	100%	57,484	100%		

Other Sources includes grants from other governments and agencies, development contributions to capital, interest and penalties and miscellaneous sales of services.

Objectives and Policies

Property tax revenue is the City's primary revenue source, and one which is heavily reliant on the residential class. Diversification of the tax base and generation of non-tax revenue are ongoing objectives. Except in extraordinary circumstances, tax increases are kept to cost of living or less.

Parcel Charges are comprised of local area service debt servicing costs for roads.

Fees & Charges are a tool used for cost recovery. Various fees are reviewed every 1-5 years to ensure that they are adequate to recover costs of providing specific services.

Other Sources will vary greatly from year to year as it includes such items as:

- Development cost charges used to fund DCC capital projects,
- Contributions from others for capital,
- Interest earned on funds invested in accordance with the City's investment policy,
- Grants, which are sought from other governments and government agencies, often to be leveraged with City funds,
- Casino revenue sharing income.

Proceeds from Borrowing – Debt is used where it makes sense such as for urgent projects or to leverage grants where internal funding is not available. Caution is necessary when considering debt as it commits future cash flows to debt payments, restricting the ability to use those funds to provide other services. The source of the debt payments needs to be considered as does the justification for advancing the project

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Schedule "B" Continued Revenue and Property Tax Disclosure

PROPERTY TAX DISCLOSURE

Property Tax Revenue Distribution

The table below presents tax revenue and tax rates based on the 2018 Revised Assessment Roll:

Property Tax Distribution							
Property Class	Taxation Revenue		Net Taxable Assessed Value		Tax Rate	Multiple	
	(\$'000s)	%	(\$'000s)	%		(\$/1000)	(Rate/Res. Rate)
1. Residential	20,282	66.7%	8,586,354	85.00%	2.3621		1.00
2. Utility	155	0.5%	8,872	0.09%	17.4792		7.40
4. Heavy Industry	-	0.0%	-	0.00%	7.5822		3.21
5. Light Industry	280	0.9%	38,282	0.38%	7.3224		3.10
6. Business/Other	9,585	31.4%	1,423,909	14.09%	6.7318		2.85
7. Managed Forest	-	0.0%	185	0.00%	2.3621		1.00
8. Rec./Non-Profit	127	0.4%	44,527	0.44%	2.8463		1.20
9. Farm	-	0.0%	116	0.00%	2.3621		1.00
	30,429		10,102,245				

Objectives and Policies

Council sets tax rates to maintain tax stability between property classes. Property class multiples are reviewed periodically to ensure that the burden of tax among property classes is not distorted by differing market value changes between classes. In 2017 Council embarked on a 10-year program to reduce the burden of business properties by reducing the multiple by 0.05 each year so that by 2026 the business multiple will be 2.5.

Permissive Tax Exemptions

Policy with respect to permissive tax exemptions under section 224 of the Community Charter is that exemption will be considered where the organization has demonstrated proof of community access to citizens of Langford at a nominal charge and community benefit in the previous year.

Council supports the establishment of assisted living seniors' housing in Langford and has granted 10-year exemptions to three such developments.

Council has established a revitalization tax exemption program under section 226 of the *Community Charter* which grants a five-year or 10-year exemption for eligible buildings. An exemption certificate was issued for one property in 2011 for which the exemption expires in 2021.

CITY OF LANGFORD

BYLAW NO. 1838

A BYLAW TO LEVY PROPERTY VALUE TAXES TO MEET MUNICIPAL OBLIGATIONS FOR THE YEAR 2019.

WHEREAS, pursuant to Section 197 of the Community Charter, the Council must adopt a tax rate bylaw after the adoption of a financial plan, but before the fifteenth day of May;

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

1. The following rates are hereby imposed and levied for the year 2019:
 - a) For all lawful general purposes of the Municipality on the assessed value of land and improvements taxable, for general municipal purposes, rates appearing in Column "A" of Schedule 'A' attached hereto and forming part hereof.
 - b) For all lawful purposes of the Regional District on the assessed value of lands and improvements taxable for general municipal purposes, rates appearing in Column "B" of Schedule 'A' attached hereto and forming a part hereof.
 - c) For all lawful purposes of the Regional Hospital District on the assessed value of land and improvements taxable for hospital purposes, rates appearing in Column "C" of Schedule 'A' attached hereto and forming a part hereof.
2. The minimum amount of taxation upon a parcel of real property shall be One Dollar (\$1.00).
3. This bylaw may be cited for all purposes as "City of Langford Tax Rates Bylaw No. 1838, 2019."

READ A FIRST time on this day of April, 2019.

READ A SECOND time on this day of April, 2019.

READ A THIRD time on this day of April, 2019.

ADOPTED this day of May, 2019.

PRESIDING COUNCIL MEMBER

(Certified Correct)
CORPORATE OFFICER

Schedule 'A' to Bylaw 1838

2019 Tax Rates (Dollars of Tax Per \$1000 Taxable Value)

Description	Class	General Municipal "A"	Capital Regional District "B"	Regional Hospital District "C"
Residential	1	2.36205	0.58197	0.21128
Utilities	2	17.47915	4.30657	0.73948
Major Industry	4	7.58217	1.86812	0.71835
Light Industry	5	7.32235	1.80410	0.71835
Business/Other	6	6.73184	1.65861	0.51763
Managed Forest	7	2.36205	0.58197	0.63384
Recreational/Non Profit	8	2.84627	0.70127	0.21128
Farm	9	2.36205	0.58197	0.21128



Staff Report to Council

Date: April 15, 2019
Department: Finance
Subject: Bear Mountain Parkway Extension Local Area Service Cost Recovery through Parcel Tax

Background

In 2016, Council created the Bear Mountain Parkway Extension Local Area Service by bylaw no. 1630. That bylaw specifies that \$5million of the cost of the service be collected by a parcel tax levied on the taxable area of each parcel in the local service area. Funds for the project are presently borrowed from the TD Bank and under the terms of our loan agreement it is necessary to make principal payments beginning in 2019.

Commentary

On this agenda, Bylaw No. 1845 directs the creation of the parcel tax roll and sets the rate at \$0.334 per square metre of taxable area.

In order to proceed with imposing the parcel tax, it is necessary to schedule a sitting of a Parcel Tax Roll Review Panel in order to give owners of parcels liable for the tax the opportunity to question or object to the taxable area assessed. The sitting of the Parcel Tax Roll Review Panel for 2019 was March 7, 2019. Requirements set out in Division 4 of the *Community Charter* have been met regarding the 2019 Parcel Tax Roll, thus setting up the bylaw to levy the parcel tax.

Financial Implications

Payment of principal and interest and imposition of the parcel tax is provided for in the 2019-2023 Five-Year Financial Plan.

Legal Implications

Imposition of a parcel tax to collect the costs of the Bear Mountain Parkway Extension Local Area Service is authorized by "Bear Mountain Parkway Extension Local Area Service Establishment Bylaw No. 1630, 2016" and the 2019-2023 Five-Year Financial Plan.

Options

That Council:

1. Give first, second and third readings to Bear Mountain Parkway Extension Local Area Service Cost Recovery Bylaw No. 1845, 2019.

Respectfully submitted,

Submitted by:	Michael Dillabaugh, CPA, CA, Director of Finance
Concurrence	Braden Hutchins, Director of Corporate Services

**CITY OF LANGFORD
BYLAW NO. 1845, 2019**

**A bylaw to impose a parcel tax to provide funding for
the Bear Mountain Parkway Extension Local Area
Service**

WHEREAS:

- A. The City of Langford has adopted the Bear Mountain Parkway Extension Local Area Service Establishment Bylaw No. 1630, 2016
- B. The City wishes to adopt this bylaw to impose parcel taxes to provide a portion of the funding for the service established by the Bear Mountain Parkway Extension Local Area Service Establishment Bylaw No. 1630, 2016

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

Citation

- 1. This bylaw may be cited as “Bear Mountain Parkway Extension Cost Recovery Bylaw No. 1845, 2019”.

Definitions

- 2. In this bylaw,
 - (a) “Local Service Area” means the local service area established by Bear Mountain Parkway Extension Local Area Service Establishment Bylaw No. 1630, 2016, and
 - (b) “Taxable Area” means the taxable area of the parcels in the Local Service Area as set out in the 2019 Parcel Tax Roll.

Service For Which Parcel Taxes Imposed

- 3. The parcel taxes imposed under this bylaw are imposed for the service established by Bear Mountain Parkway Extension Local Area Service Establishment Bylaw No. 1630, 2016.

Years For Which Parcel Taxes Imposed

- 4. The parcel taxes imposed under this bylaw are imposed for the years 2019 through 2033.

Bear Mountain Parkway Extension Local Service Area Assessment Roll

5. The Director of Finance for the City of Langford is directed to prepare an assessment roll for the purposes of imposing the parcel tax levied under this Bylaw.
6. The parcel taxes imposed under this bylaw are imposed on the basis of the Taxable Area of the parcels in the Local Service Area.

Imposition of Parcel Taxes

7. A parcel tax is hereby imposed on the Taxable Area of the lands in the Local Service Area at the rate of \$0.334 per square metre.

READ A FIRST TIME this day of April, 2019

READ A SECOND TIME this day of April, 2019

READ A THIRD TIME this day of April, 2019

ADOPTED this day of May, 2019

PRESIDING COUNCIL MEMBER

(Certified Correct)
CORPORATE OFFICER



City of Langford

www.cityoflangford.ca

April 15, 2019

In Camera Resolution

- a) That it is the opinion of Council that the public interest request that persons other than members of Council and Officers be excluded from the meeting to consider confidential information regarding the acquisition, disposition or expropriation of land or improvements; and negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages under Section 90 (1) (e) and (k).
- b) That Council continue the meeting in closed session.