CITY OF LANGFORD

REGULAR MEETING OF COUNCIL

Tuesday, May 21st, 2019 @ 5:30 p.m.

Council Chambers, 3rd Floor, 877 Goldstream Avenue

AGENDA

		Page
1.	**CALL TO ORDER**	
2.	**APPROVAL OF THE AGENDA**	
3.	**PRESENTATION**	
	a) Tanya Claremont, Victoria Native Friendship Centre **RE: Victoria Urban Reconciliation Dialogue**	**3**
4.	**ADOPTION OF COUNCIL MINUTES**	
	a) Minutes of the Regular Meeting of Council – May 6th, 2019	**13**
5.	**OTHER BOARD AND COMMISSION MINUTES**	
	a) West Shore Parks and Recreation – April 11th, 2019	**21**
6.	**PUBLIC PARTICIPATION**	
7.	**REPORTS**	
	a) SOFI - **Staff Report (Finance)**	**26**
	b) Climate Action - **Staff Report (Planning)**	**62**
	c) CRD Regional Foodland Access Program - **Staff Report (Planning)**	**64**
8.	**BYLAWS**	
	a) BYLAW NO. 1643 **"Page Avenue Road Closure Bylaw No.1643".** **(ADOPTION)**	**101**
	b) BYLAW NO. 1826 **"Langford Zoning Bylaw, Amendment No. 555, (939 Walfred Rd), 2019".** **(ADOPTION)**	**106**

c) **BYLAW NO. 1828** **113**
"Langford Official Community Plan Bylaw, Amendment No. 30, 2019".
(FIRST READING)

d) **BYLAW NO. 1829** **142**
"Langford Zoning Bylaw, Amendment No. 557, 2019".
(FIRST READING)

e) **BYLAW NO. 1848** **159**
"City of Langford Development Procedures, Amendment Bylaw No. 19, 2019".
(FIRST, SECOND AND THIRD READINGS)

f) **BYLAW NO. 1849** **165**
"Subdivision and Development Servicing Bylaw, Amendment No. 19
(Fee Schedule), Bylaw No. 1849".
(FIRST, SECOND AND THIRD READINGS)

g) **BYLAW NO. 1850** **167**
"Langford Building Bylaw No.1160, Amendment No 12, 2019".
(FIRST, SECOND AND THIRD READINGS)

h) **BYLAW NO. 1851** **171**
"Langford Zoning Bylaw, Amendment No. 565, 2019, Bylaw No 1851
(939 Walfred Rd)".
(FIRST READING)

9. IN CAMERA RESOLUTION **176**

10. ADJOURNMENT



Hosted by Victoria Native Friendship Centre

TERRITORIAL ACKNOWLEDGEMENT

We acknowledge the Lekwungen speaking peoples for their gracious hospitality in allowing us to work towards reconciliation within their traditional territory.



VICTORIA NATIVE FRIENDSHIP CENTRE

Mandate is to encourage and promote the well-being of urban Aboriginal people, by strengthening individuals, family, and community.

Celebrating 50 years of uninterrupted service

- 51 diverse programs spanning prenatal to Elder
- 112 staff, term staff and contractors
- 38,000 square feet of programming space
- 86 daycare spaces
- 25 seasonal shelter beds
- 3 apartment blocks plus a foster home
- 1st Friendship Centre public lending library

VURD

Victoria Urban Reconciliation Dialogue

- Completed **first year** of development
- **Core Values:** Truth, Justice, Education, Decolonization, Sustainability, Inclusivity
- Three (3) Key **Focuses**:
  - Support Urban Indigenous Voice
  - Enable Community Engagement
  - Generate Ideas for Tangible Action
- A **grassroots** approach where ultimate accountability is to urban Indigenous community and allies

Urban Indigenous Community & Allies

Advisory Panel

Composition Pool: Community agencies, First Nations, Métis Nation, school districts, police, health authority, post-secondary institutes, all levels of government, and Indigenous community including Elders and youth

Steering Committee

Composition: Victoria Native Friendship Centre, Métis Nation of Greater Victoria, City of Victoria, Capital Regional District, Indigenous Services Canada, and Ministry of Indigenous Relations and Reconciliation

Working Group

Technicians from Steering Committee agencies tasked to implement the directions of the Advisory Panel and Steering Committee

VURD

Steering Committee

- **Mandate** is to promote collaborative reconciliation led by the urban Indigenous community
- Membership:
  - Victoria Native Friendship Centre (VNFC)
  - Métis Nation of Greater Victoria (MNGV)
  - City of Victoria
  - Capital Regional District
  - Indigenous Services Canada
  - Ministry of Indigenous Relations and Reconciliation
  - Community Elder, Artist/Professor and Youth
- Terms of Reference allow for expansion

VURD

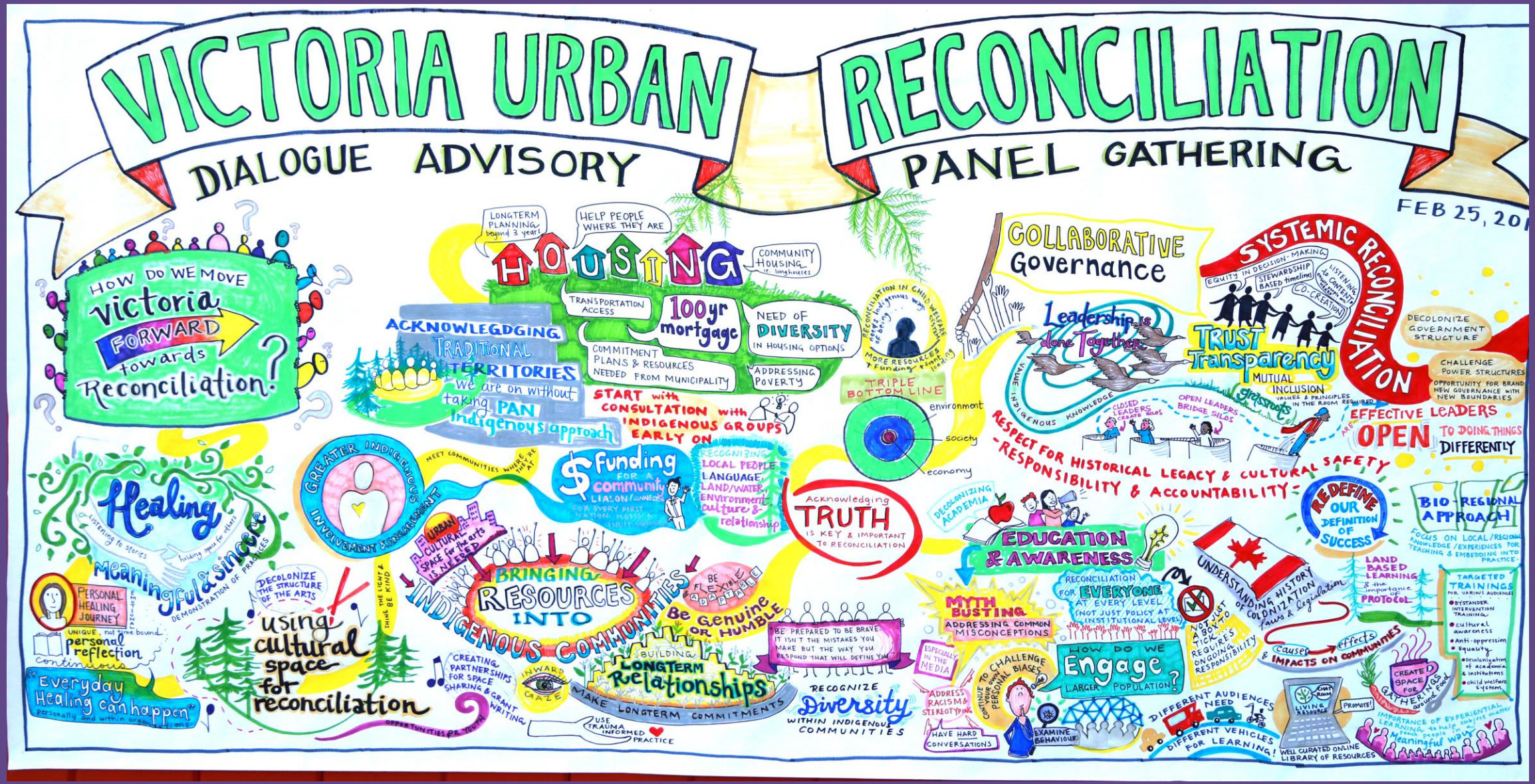
Gatherings

- Seven (7) Steering Committee meetings since March 2018
- Two Advisory Panel Gatherings:
  - November 26, 2018, 40 participants
  - February 25, 2019, 80 participants
- Eighteen (18) Working Group meetings
- Six (6) Community & Municipal Presentations

VURD

Goals

- The central **goal** remains Dialogue, using a reconciliation framework to plan lasting socio-economical impacts for Indigenous peoples


VICTORIA URBAN RECONCILIATION
DIALOGUE ADVISORY
PANEL GATHERING
FEB 25, 20
HOW DO WE MOVE victoria FORWARD towards Reconciliation?
HOUSING
LONGTERM PLANNING beyond 3 years
HELP PEOPLE WHERE THEY ARE
COMMUNITY HOUSING ie. longhouses
TRANSPORTATION ACCESS
100yr mortgage
NEED OF DIVERSITY IN HOUSING OPTIONS
COMMITMENT PLANS & RESOURCES NEEDED FROM MUNICIPALITY
ADDRESSING POVERTY
ACKNOWLEDGING TRADITIONAL TERRITORIES we are on without taking PAN Indigenous approach
START with CONSULTATION with INDIGENOUS GROUPS EARLY ON
RECONCILIATION IN CHILD WELFARE needs Indigenous ways of doing
MORE RESOURCES + Funding + training
COLLABORATIVE Governance
Leadership is done Together
SYSTEMIC RECONCILIATION
EQUITY IN DECISION-MAKING
STEWARDSHIP BASED timeline
LISTENING to CONTENTS with an open heart
CO-CREATION
TRUST Transparency
MUTUAL INCLUSION
VALUES & PRINCIPLES IN THE ROOM REQUIRED
grassroots
INDIGENOUS KNOWLEDGE
CLOSED LEADERS CREATE SILOS
OPEN LEADERS BRIDGE SILOS
DECOLONIZE GOVERNMENT STRUCTURE
CHALLENGE POWER STRUCTURES
OPPORTUNITY FOR BRAND NEW GOVERNANCE WITH NEW BOUNDARIES
EFFECTIVE LEADERS are OPEN TO DOING THINGS DIFFERENTLY
RESPECT FOR HISTORICAL LEGACY & CULTURAL SAFETY
RESPONSIBILITY & ACCOUNTABILITY
TRIPLE BOTTOM LINE
environment
society
economy
Healing
Listening to stories
holding space for others
Meaningful Presence
DEMONSTRATION OF PRACTICES
PERSONAL HEALING JOURNEY
UNIQUE, not time bound
personal reflection
continuous
Everyday Healing can happen*
personally and within creative actions
GREATER INDIGENOUS INVOLVEMENT ENGAGEMENT
MEET COMMUNITIES WHERE THEY'RE AT
Funding
FOR A community LIAISON/connector
FOR EVERY FIRST NATION, METIS & INUIT
RECOGNIZING
LOCAL PEOPLE
LANGUAGE
LAND/WATER
ENVIRONMENT
culture & relationship
Acknowledging TRUTH IS KEY & IMPORTANT TO RECONCILIATION
DECOLONIZING ACADEMIA
EDUCATION & AWARENESS
REDEFINE OUR DEFINITION OF SUCCESS
BIO-REGIONAL APPROACH
FOCUS ON LOCAL/REGIONAL KNOWLEDGE/EXPERIENCES FOR TEACHING & EMBEDDING INTO PRACTICE
LAND BASED LEARNING & the importance PROTOCOL
UNDERSTANDING HISTORY OF COLONIZATION laws & legislation
TARGETED TRAININGS FOR VARIOUS AUDIENCES
BYSTANDER INTERVENTION TRAINING
cultural awareness
Anti-oppression
Equality
decolonization of academia & institutions
child welfare system
causes & effects IMPACTS ON COMMUNITIES
RECONCILIATION FOR EVERYONE AT EVERY LEVEL (NOT JUST POLICY AT INSTITUTIONAL LEVEL)
NOT JUST A BOX TO TICK REQUIRES ONGOING RESPONSIBILITY
MYTH BUSTING ADDRESSING COMMON MISCONCEPTIONS
ESPECIALLY IN THE MEDIA
HOW DO WE Engage LARGER POPULATION?
CONTINUE TO CHALLENGE OUR OWN PERSONAL BIASES
ADDRESS RACISM & STEREOTYPING
HAVE HARD CONVERSATIONS
EXAMINE BEHAVIOUR
DIFFERENT AUDIENCES NEED
DIFFERENT VEHICLES FOR LEARNING!
CHAT ROOM
LIVING RESOURCE
PROMOTE!
WELL CURATED ONLINE LIBRARY OF RESOURCES
CREATED SPACE FOR GATHERINGS around food
IMPORTANCE OF EXPERIENTIAL LEARNING, to help subject matter in a meaningful way
BRINGING RESOURCES INTO INDIGENOUS COMMUNITIES
URBAN CULTURAL SPACE for the arts IS NEEDED
BE FLEXIBLE ADAPTABLE
Be Genuine OR HUMBLE
BE PREPARED TO BE BRAVE IT ISN'T THE MISTAKES YOU MAKE BUT THE WAY YOU RESPOND THAT WILL DEFINE YOU
BUILDING Longterm Relationships
MAKE LONGTERM COMMITMENTS
USE TRAUMA INFORMED PRACTICE
RECOGNIZE Diversity WITHIN INDIGENOUS COMMUNITIES
DECOLONIZE THE STRUCTURE OF THE ARTS
using cultural space for reconciliation
THE LIGHT & SHINE BE KIND
OPPORTUNITIES FOR YOUTH
CREATING PARTNERSHIPS FOR SPACE SHARING & GRANT WRITING
INWARD GAZE

VICTORIA URBAN RECONCILIATION DIALOGUE

TANYA CLARMONT

Director of Management Services, Victoria Native Friendship Centre

Lead Coordinator, Victoria Urban Reconciliation Dialogue

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CITY OF LANGFORD

MINUTES OF THE REGULAR MEETING OF COUNCIL

Monday, May 6th, 2019 @ 5:30 p.m.

Council Chambers, 3rd Floor, 877 Goldstream Avenue

PRESENT

Acting Mayor D. Blackwell; Councillors: M. Sahlstrom, L. Seaton, 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. Mahovlich.

ABSENT

Mayor Young; Councillor L. Szpak.

1. CALL TO ORDER

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

2. APPROVAL OF THE AGENDA

MOVED BY: COUNCILLOR STEWART
SECONDED: COUNCILLOR SAHLSTROM

That Council approve the agenda as presented.

CARRIED.

3. ADOPTION OF COUNCIL MINUTES

a) Minutes of the Regular Meeting of Council – April 15th, 2019

MOVED BY: COUNCILLOR SEATON
SECONDED: COUNCILLOR STEWART

That Council approve the minutes of the Regular Meeting of Council held on April 15th, 2019.

CARRIED.

4. OTHER BOARD AND COMMISSION MINUTES

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

MOVED BY: COUNCILLOR SAHLSTROM
SECONDED: COUNCILLOR STEWART

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

CARRIED.

5. PUBLIC PARTICIPATION

None.

6. COMMITTEE RESOLUTIONS

a) Administration and Finance Committee – April 23rd, 2019

1. Minutes of the Administration and Finance Committee Meeting– April 23rd, 2019

MOVED BY: COUNCILLOR SAHLSTROM
SECONDED: COUNCILLOR STEWART

That Council receive the minutes of the Administration and Finance Committee meeting held on April 23rd, 2019.

CARRIED.

7. DEVELOPMENT VARIANCE PERMIT

a) TUP19-0002 – 105 & 111-945 Reunion Ave

MOVED BY: COUNCILLOR WADE
SECONDED: COUNCILLOR SAHLSTROM

That Temporary Use Permit No. TUP19-0002 be issued by the Council for the City of Langford to The Original Farm Langford Ltd. for it to operate a Cannabis Retail Store at 105 & 111- 945 Reunion Avenue subject to the following terms and conditions:

1. Whereas:

   A. The non-medicinal use of cannabis and cannabis related products has historically been prohibited by federal law in Canada and, as a result, has historically been prohibited by the City under its Zoning Bylaw No. 300;
   B. On October 17, 2018, the Federal Government legalized the non-medicinal use of cannabis and cannabis products;
   C. The Federal Government and the Provincial Government have developed a regulatory framework for the retail sale of cannabis and cannabis products for non-medicinal use;
   D. The City wishes to authorize the retail sale of cannabis and cannabis products within its

boundaries, but recognizes that there are challenges associated with it doing so;

E. The City issued the Request for Proposals for the Retail Sales of Cannabis and Cannabis Related Products to seek proposals from individuals and organizations interested in undertaking the retail sale of cannabis and cannabis products for non-medicinal use within the City's boundaries, and required that proposals include details as to how the challenges with the retail sale of cannabis and cannabis products would be addressed;
F. The City received and reviewed over 30 proposals in response to the Request For Proposals, and identified The Original Farm Langford Ltd.'s proposal as one that best addressed the challenges with the retail sale of cannabis and cannabis products; and,
G. The Original Farm Langford Ltd. is committed to assisting the City and taking positive steps to address the challenges with the retail sale of cannabis and cannabis products,

Now therefore be it resolved that Council issue 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 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 in the Temporary Use Permit as presented.

CARRIED.

b) TUP19-0003 - 3301 Woodruff Road

MOVED BY: COUNCILLOR WADE
SECONDED: COUNCILLOR SAHLSTROM

That Temporary Use Permit No. TUP19-0003 be issued by the Council for the City of Langford to Nik Talbot to operate a 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:

1. <u>Conditions</u>

The following requirements are imposed under Section 493 of the *Local Government Act*:

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.

CARRIED.

8. REPORTS

a) Participation in an Initiative to Create a Jurisdiction Specific Regulation for Mass Timber Construction

- **Staff Report (Building)**

MOVED BY: COUNCILLOR WADE
SECONDED: COUNCILLOR STEWART

That Council support the City of Langford's participation in the development of Jurisdictional Specific Regulations for the construction of Mass Timber Tall Buildings within Langford.

CARRIED.

b) 2018 Draft Consolidated Financial Statements

- **Staff Report (Finance)**

MOVED BY: COUNCILLOR SAHLSTROM
SECONDED: COUNCILLOR STEWART

That Council approve the 2018 Audited Consolidated Financial Statements

CARRIED.

9. BYLAWS

a) BYLAW NO. 1837
"City of Langford 2019-2023 Financial Plan Bylaw No. 1837, 2019".
(ADOPTION)

MOVED BY: COUNCILLOR SAHLSTROM
SECONDED: COUNCILLOR SEATON

That Council adopt Bylaw No. 1837.

CARRIED.

b) BYLAW NO. 1838
"City of Langford Tax Rates Bylaw No. 1838, 2019."
(ADOPTION)

MOVED BY: COUNCILLOR SAHLSTROM
SECONDED: COUNCILLOR STEWART

That Council adopt Bylaw No. 1838.

CARRIED.

e) BYLAW NO. 1845
"Bear Mountain Parkway Extension Parcel Tax Bylaw No. 1845, 2019".
(ADOPTION)

MOVED BY: COUNCILLOR SAHLSTROM
SECONDED: COUNCILLOR STEWART

That Council adopt Bylaw No. 1845.

CARRIED.

Councillor Stewart left the room at 5:35pm due to conflict of interest resulting from a family member's ownership of the nearby property.

c) BYLAW NO. 1840
"Langford Official Community Plan Bylaw, Amendment No. 31, (4365 West Shore Pkwy), 2019".
(FIRST READING)

MOVED BY: COUNCILLOR SAHLSTROM
SECONDED: COUNCILLOR WADE

That Council:

Give First Reading to Bylaw No. 1840 and Bylaw No. 1841 to amend the zoning of the property located at 4365 West Shore Parkway from the RM2A, RR4 and RR5 Zones to the BP2A Zone, and to amend the policy designation within the OCP for the property at 4365 West Shore Parkway from the Hillside or Shoreline to the Business or Light Industrial subject to the following:

a. That the applicant provides, **prior to the scheduling of a Public Hearing for Bylaw Nos. 1840 and 1841**, a technical Stormwater Management memo to the satisfaction of the Director of Engineering;

b. That the applicant provides, **prior to scheduling for the Adoption of Bylaw Nos.1840 and 1841,** a Section 219 covenant, registered in priority of all other charges on title, that agrees to the following:

   i. That the applicant provides, prior to the issuance of a building permit, a construction management plan, to the satisfaction of the Director of Engineering;
   ii. That the applicant provides, prior to building permit issuance, a stormwater management plan, to the satisfaction of the Director of Engineering;
   iii. That the applicant agrees to implement the stormwater management plan and to complete any required improvements and/or upgrades to the onsite and offsite infrastructure as is necessary to facilitate proper drainage on the subject property at the applicant's expense; and
   iv. That any necessary above ground or underground infrastructure or servicing upgrades extensions or other required servicing requirements are to be fulfilled at the applicant's expense;

c. That Council direct staff to prepared notices of Council's intention to issue a Development Variance Permit with respect to the subject property and to include:

1. <u>Variances</u>

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

a) That Section 6.1.1 and 6.1.2 of Subdivision and Development Servicing Bylaw No. 1000 be varied to allow subdivision without connecting to the municipal sanitary sewer system, subject to the following conditions:

   That a covenant containing the following be registered on the title of the properties, to the satisfaction of the Director of Engineering:

   i. That the applicant design the on-site sewage disposal system to the approval of Island Health and to the satisfaction of the Chief Building Inspector prior to building permit; and

b) That Section 8.1 of Subdivision and Development Servicing Bylaw No. 1000 be varied to allow subdivision without water supply provided by the City or CRD Water Service, subject to the following conditions:

   That a covenant containing the following be registered on the title of the subject property, to the satisfaction of the Director of Engineering:

   I. That all buildings are to be connected to the City's, CRD Water, or an authorized third party distributer such as Sustainable Services Limited (SSL) water system within six (6) months of such service being extended along the frontage of the subject properties to the satisfaction of the Director of Engineering;
   II. That the owner agrees to support any future petition to extend a Public Water Service system to the subject properties;

III. That installation of any on-site plumbing necessary to allow a Public Water Service system to be connected to each building in accordance with the *BC Building Code* and/or Subdivision and Servicing Bylaw No. 1000, is completed as part of the works and services installed on the subject properties;

IV. That the owner prove that a well water supply for potable water is available and the proposed development meets the requirements of the City's Subdivision and Development Servicing Bylaw No. 1000 in respect of domestic water supply to the satisfaction of the Director of Engineering prior to subdivision approval;

V. That the owner demonstrate that the water wells to be used on site will not adversely affect the water supply available to the wells on surrounding properties prior to each subdivision of lands to the satisfaction of the Approving Officer;

VI. That each new building install a fire sprinkler system in accordance with the applicable NFPA standard, Building Bylaw No. 1160, and the current *BC Building Code* to the satisfaction of the Chief Building Inspector;

VII. That a fire protection strategy be approved prior to each subdivision of the land to the satisfaction of the Fire Chief and Director of Engineering and be installed prior to the issuance of any Building Permits, including backup generators for any necessary pump systems;

VIII. That prior to issuance of each building permit the applicant provide a Fire Underwriters Survey or an approved alternative demonstrating the required fire flows are available to the satisfaction of the Langford Fire Chief; and

IX. That the variance for water requirements, Section 8.1, is permitted to create up to 10 new lots not including the 7 existing lots and is valid for a maximum of 10 years from the date of issuance. No further subdivision approvals or building permits will be issued after this date unless an adequate City or CRD Water service is available; and

c) That Section 9.2 of Subdivision and Development Servicing Bylaw No. 1000 be varied to allow subdivision without installing underground electrical and telecommunication.

CARRIED.

MOVED BY: COUNCILLOR WADE
SECONDED: COUNCILLOR SEATON

That Council give Bylaw No. 1840 first reading.

CARRIED.

d) BYLAW NO. 1841
"Langford Zoning Bylaw, Amendment No. 562, (4365 West Shore Pkwy), 2019".
(FIRST READING)

MOVED BY: COUNCILLOR SAHLSTROM
SECONDED: COUNCILLOR WADE

That Council give Bylaw No. 1841 first reading.

CARRIED.

Councillor Stewart returned to the meeting at 5:37 p.m.

f) BYLAW NO. 1845
"Bear Mountain Parkway Extension Parcel Tax Bylaw No. 1845, 2019".
(ADOPTION)

MOVED BY: COUNCILLOR SAHLSTROM
SECONDED: COUNCILLOR WADE

That Council adopt Bylaw No. 1845.

CARRIED.

10. IN CAMERA RESOLUTION

MOVED BY: COUNCILLOR SAHLSTROM
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 under Section 90 (1) (c) of the Community Charter.

b) That Council continue the meeting in closed session.

CARRIED.

11. ADJOURNMENT

Acting Mayor Blackwell adjourned the meeting at 5:45 pm.

PRESIDING COUNCIL MEMBER:

CERTIFIED CORRECT
Corporate Officer

BOARD OF DIRECTORS

Minutes of the West Shore Parks and Recreation Society
Board of Directors Meeting
Thursday, April 11th, 2019 in the Boardroom

Adopted May 9th, 2019

PRESENT: Directors Joe Martignago (Chair), Kim Anema, Darren Kiedyk, Chris Pease

ABSENT: Loranne Hilton

STAFF PRESENT:

Sandy Clarke, Acting Administrator
Geoff Welham, Acting Manager of Recreation
Wade Davies, Manager of Operations
Grant Brown, Manager of Finance
Brian Merryweather, Manager of Human Resources
Katherine Beck, Recorder

PUBLIC PRESENT:

Jonathan Huggett

CALL TO ORDER

1. The Chair called the meeting to order at 3:00PM

APPROVAL OF AGENDA

2. ***MOVED/SECONDED*** *BY DIRECTORS PEASE AND KIEDYK THAT THE AGENDA BE APPROVED.*
CARRIED.

APPROVAL OF MINUTES

3. ***MOVED/SECONDED*** *BY DIRECTORS ANEMA AND KIEDYK THAT THE MINUTES OF THE REGULAR MEETING HELD MARCH 14th, 2019 BE ADOPTED.*
NO ERRORS, NO OMMISIONS
CARRIED

PUBLIC PARTICIPATION

4. The Chair welcomed the members of the public to the meeting. He welcomed members of the public wishing to speak to introduce themselves, and keep their comments to 5 minutes or less.

Marcie Mclean, Highlands resident commented on the following:

a. Is Agenda item 8a: AGM date change a change to the month of the meeting, or within the same month?

Sandy Clarke, Acting Administrator replied that it would be a change to the meeting date within the month of June, from the 13th to 20th.

Pei Mei Chia, President, Juan de Fuca Curling Club commented on the following:

a. Regarding the closure of the Curling Rink, thank you to the Board for meeting with the club last week, and inviting the club to present a business plan to keep the Curling Rink operational. The club is requesting 30 days from today to complete and present their plan.

The Board provided May 11th, 2019 as the date on which the business plan from the Juan de Fuca Curling Club must be submitted. The Chair stated that the board would review the business plan at that time, and that Jonathan Huggett, Consultant would review it as well.

Ryan Hyland, President of the Juan de Fuca Lacrosse Association, commented on the following:

a. The JDF Lacrosse Association would like to formally express their interest in the availability of indoor lacrosse time for local youth during the fall and winter months when outdoor play is not possible. A letter expressing formal interest to the Board of Directors for consideration is forthcoming.

Larissa Coates, President of the Victoria Youth Field Lacrosse Association commented on the following:

a. the Victoria Youth Field Lacrosse Association has submitted a letter of interest in the availability of indoor lacrosse time for local youth during the fall and winter months when outdoor play is not possible.

Mike Brown, Vice President of Triangle Athletic Association Baseball, commented on the following:

a. Triangle Athletic Association would like to formally express interest in the availability of indoor space for local youth during the fall and winter months when outdoor play is not possible. A letter expressing formal interest to the Board of Directors for consideration has been sent.

Dave Johnson, President of the Juan de Fuca Soccer Association, commented on the following:

a. The JDF Soccer Association would like to formally express their interest in the availability of indoor soccer time for local youth during the fall and winter months when outdoor play is not possible. He noted that this model has been implemented in Oak Bay with great success. A letter expressing formal interest to the Board of Directors for consideration has been sent.

Al Hood, Past President of the Juan de Fuca Curling Club, commented on the following:

a. It is important that facilities exist for all users, and that the community as a whole is considered so that no one is pushed out. He expressed hope for all the potential user groups of the Curling Rink to work together rather than against of each other.

Don Brown, View Royal Resident and Curler, comment on the following:

a. The use of the curling ice during the summer for power and figure skating should be considered as an option. He stated that there did not appear to be significant use of the dry floor space when curling was not in session, and suggested that Gymnasiums be utilized.

Board Chair Joe Martignago thanked members of the public for their participation. He encouraged those planning to write letters expressing interest in indoor facility space to provide as much detail as possible in their letter regarding their intended usage. This will allow the Board of Directors to undertake a

Adopted May 9th, 2019

comprehensive analysis of future usage of the Curling Rink. The objective of the Board of Directors will be to make a decision which ensures the balanced use of a publically owned facility.

Marcie Mclean, Highlands resident provided an additional commented on the following:

a. What is the future impact to converting the curling rink into a dry floor space, if there is a resurgence of interest and participation in the sport of curling in the future?
b. There is conversation about converting the curling lounge into childcare space, however is provision of childcare within the scope of recreation?

Board Chair Joe Martignago thanked members of the public for their comments and participation.

CHAIRS REMARKS

5. None

STANDING COMMITTEES

6. a) Finance Committee Update

Kim Anema, Finance Committee Chair, provided the following updates:

The Finance Committee met this afternoon and has made two recommendations to the Board of Directors for consideration:

i. Auditors from KPMG attended the Finance Committee meeting and presented on WSPR 2018 Financial Statements. The Finance Committee Recommends that the WSPR Board of Directors approve the WSPR Financial Statements for the 2018 Fiscal Year.

MOVED/SECONDED *BY DIRECTORS KIEDYK AND PEASE THAT FIANCIAL STATEMENTS FOR THE YEAR ENDING IN 2018 BE APPROVED.*
CARRIED.

ii. WSPR staff presented the proposed the 2019 Fees and Charges to the Finance Committee. The average increase across all areas was 2.5%, with increases in specific fees ranging from 0% to 10% depending on usage, regional comparisons, and other factors. Fees are implemented on September 1st, 2019. The Finance Committee recommends that the WSPR Board of Directors approves the 2019 Fees and Charges.

MOVED/SECONDED *BY DIRECTORS KIEDYK AND ANEMA THAT THE 2019 FEES AND CHARGES BE APPROVED, AND SENT TO STAFF OF EACH MEMBER MUNICIPALITY FOR INFORMATION.*
CARRIED.

OLD BUSINESS

7. N/A

NEW BUSINESS

8. a) AGM Date change

Sandy Clarke, Acting Administrator commented on the following:

There was a request from Director Hilton to adjust the date of the 2019 AGM from June 13th to June 20th due to a conference being held which most of the Directors are scheduled to attend.

Adopted May 9th, 2019

There was discussion among the directors about changing the date and time of the 2019 WSPR Board AGM.

MOVED/SECONDED *BY DIRECTORS KIEDYK AND PEASE THAT THE 2019 WSPR BOARD OF DIRECTORS AGM BE MOVED TO THURSDAY JUNE 20th AT 7:00PM.*
CARRIED.

FOR INFORMATION

9. a) Administrator's Report

Sandy Clarke, Acting Administrator highlighted the following:

Rock the Shores has been cancelled for 2019, with a sudden announcement provided to WSPR by Atomique Productions. Atomique is citing the current business climate and availability of musical acts as their greatest challenges. This is a budgeted rental for WSPR, however staff will work to minimize losses through new events. The extended playoff series by the Grizzlies was not budgeted for, and will assist in offsetting the lost revenue.

The Curling rink has gone through its annual conversion to dry floor for the Spring/Summer season. We have a full month of large trade shows and events booked for April, which will utilize the dry floor in the Curling Rink and the Q Centre. These include the Slegg Contractor show, the Home Show, the BC Indoor Archery Championship and the Train Show.

The addition of a large screen for the Q Centre Arena is in progress. The Shamrocks and Grizzlies have formed a partnership to purchase, install, and manage the use of the screens in the Q Centre. The company supplying the screen will be in Victoria next week to determine the engineering requirements for installation.

CHEK news was onsite on March 14th to film segments for their CHEK Around Town program. They interviewed staff who represented the pottery studio, weight room, sledge hockey program and arenas, and highlighted overall programs, services, and facilities. The segments will air on CHEK TV over the next three months.

Spring Break Camps were a huge success with over 1,150 registrations for 10 days of programming offered at JDF Recreation Centre, Centennial Centre and outdoors. This is one of the highest attendance numbers ever recorded for Spring Break.

Spring and Summer program registration opens on Thursday April 4th. This season is an extremely busy time for the community, given the wide array of camps and programs offered.

The Capital Region Female Minor Hockey Association is a new non-profit society focused on advancing the female youth hockey participation in Victoria. They incorporated in May 2017 and were approved by BC Hockey for membership on March 11, 2019. The intention is to start their regular season in September 2019, and they are actively looking for ice time at all municipal rinks.

FOR INFORMATION ONLY

IN CAMERA

Adopted May 9th, 2019

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

Chair, Joe Martignago asked members of the public, and staff other than the Administrator and Recorder to leave for the duration of the in camera session.

The Board rose and reported the following motions:

December 13th, 2019 In Camera Meeting:

MOVED/SECONDED BY DIRECTORS KIEDYK AND MARTIGNAGO THAT THE BOARD RECCOMENDS THAT WE PROCEED WITH WRITING A DETAILED RFEI INCLUDING TICKETING SELECTION AND SET ASIDE A BUDGET OF UP TO $10,000 TO SUPPORT THE PROCESS. JONATHAN HUGGETT WILL PREPARE THE RFEI.
CARRIED

MOVED/SECONDED BY DIRECTORS ANEMA AND KIEDYK THAT CURLING BE CUT AT THE END OF THE 2018/2019 SEASON, PROVIDING THERE IS A ROBUST COMMUNICATION PLAN AND DISCUSSION WITH OTHER PROVIDERS.
CARRIED

January 17th, 2019 In Camera Meeting:

MOVED/SECONDED *BY DIRECTORS HOWAT AND ANEMA THAT STAFF PROCEED AS FOLLOWS:*
1. PREPARE A DRAFT 2019 BUDGET TO REFLECT CLOSING CURLING RINK AT THE END OF THE 2018-2019 SEASON.
2. REINFORCE THAT THE SPACE IS TO BE USED FOR MULTIPURPOSE DRY FLOOR INCLUDING TURF.
3. AFTER COUNCILS HAVE BEEN NOTIFIED OF THIS DECISION DURING THE BUDGET PRESENTATION, DEVELOP A COMMUNICATION STRATEGY TO NOTIFY THE CURLING CLUB EXECUTIVE AND PROSPECTIVE USER GROUPS OF A DRY FLOOR SPACE.
CARRIED

ADJOURNMENT

11. ***MOVED/SECONDED*** *BY DIRECTORS KIEDYK AND ANEMA THAT THE MEETING BE ADJOURNED AT 3:30PM.*
CARRIED

Adopted May 9th, 2019

City of Langford
www.cityoflangford.ca

Staff Report

to

Council

Date: May 21, 2019

Department: **Finance**

Subject: Approval of 2018 Statement of Financial Information

Please find attached the 2018 "Statement of Financial Information"(SOFI) Reports.

These reports must be made available as a package each year, with one copy sent to the Ministry of Municipal Affairs and Housing.

Recommendation:

That Council approve the 2018 Statement of Financial Information as presented.

Respectfully submitted,

Submitted by:	Audrey Kryklywyj-Shortreid, Deputy Director of Finance
Concurrence:	Michael Dillabaugh, CPA, CA, Director of Finance
Concurrence:	Darren Kiedyk, Chief Administrative Officer

:aks

2018 CITY OF LANGFORD
Statement of Financial Information
(Pursuant to the Financial Information Act)

City of Langford, British Columbia, Canada

Table of Contents

Statement of Financial Information Approval	1
Schedule of Debts	2
Unaudited Schedules	
Schedule of Guarantee and Indemnity Agreements	3
Schedule of Grants or Contributions	3
Schedule of Employee Remuneration and Expenses	4
Schedule of Council Remuneration and Expenses	5
Schedule of Payments to Suppliers for Provision of Goods and Services	6-9
Audited Financial Statements (Includes Financial Reporting Responsibility)	

The undersigned, as authorized by the Financial Information Regulation, Schedule 1, Subsection 9(2), approves all the statements and schedules included in this Statement of Financial Information, produced under the *Financial Information Act.*

Michael Dillabaugh, CPA, CA
Director of Finance

Matt Sahlstrom
Councillor

Schedule of Debts

Information on all long term debts for this organization is included in Note 4 to the 2017 Audited Financial Statements.

Schedule of Guarantee and Indemnity Agreements (Unaudited)

There are no Financial Guarantee and Indemnity Agreements in place which required government approval prior to being given under the Financial Administration Act

Schedule of Grants or Contributions

The City of Langford does not consider grant-in-aid applications.

Schedule of Employee Remuneration and Expenses (unaudited)

		Remuneration	Expenses	Total
Adams, Steve	Fire Co-Ordinator	124,507.52	-	124,507.52
*Arnold, Graham	Fire Fighter	76,110.95	-	76,110.95
*Aubrey, Christopher	Fire Chief	147,371.24	987.38	148,358.62
Baldwin, Matthew	Director of Planning	151,440.13	5,052.96	156,493.09
Bate, Mitchell	GIS Technician	77,633.96	469.21	78,103.17
*Bell, Brian	Fire Maintenance	128,952.10	100.00	129,052.10
Booth, Travis	GIS Technician	77,330.06	2,329.84	79,659.90
Brown, Jennifer	Manager of Support Services RCMP	90,183.01	-	90,183.01
Carmichael, Landis	Fire Comm Dispatcher	101,883.63	-	101,883.63
*Caven, Lance	Assistance Chief of Fire Prevention	133,390.35	3,065.42	136,455.77
*Davidson, Scott	Assistant Chief, Training	132,813.73	820.58	133,634.31
*Dillabaugh, Michael	Director of Finance	141,916.26	7,279.49	149,195.75
Dube, Kevin	Manager of Information Technology	96,361.95	495.00	96,856.95
Dykstra, Robert	Planner	82,298.12	1,134.86	83,432.98
Edwards, Cameron	Sr Building Inspector	91,048.55	1,977.37	93,025.92
*Fletcher, Lorne	Bylaw Manager	115,974.10	265.90	116,240.00
Henshall, George	Deputy Director of Engineering and Public Works	116,840.53	1,818.76	118,659.29
Hutchins, Braden	Director of Corporate Services	142,300.12	386.51	142,686.63
Kiedyk, Darren	Chief Administrative Officer	191,596.10	8,125.68	199,721.78
*Kryklywyj-Shortreid, Audrey	Deputy Director of Finance	134,949.82	150.00	135,099.82
Lambert, Paul	Senior Bylaw Officer	84,733.83	6,237.53	90,971.36
Lenton, David	Engineering Technician	78,241.19	-	78,241.19
Leung, Ivan	Engineering, Construction Manager	100,338.97	2,352.43	102,691.40
Mahovlich, Michele	Director of Engineering	152,587.93	1,692.60	154,280.53
Manton, Cory	Manager of Parks & Recreation	109,838.52	2,682.02	112,520.54
Mattson, Raphiel	Construction Engineer	80,699.70	129.60	80,829.30
Miller, Shawn	GIS Technician	82,923.55	2,326.30	85,249.85
Minifie, Daryl	Land Development Technician	84,255.96	666.50	84,922.46
Moen, Jeffrey	GIS Technician	77,317.06	1,880.19	79,197.25
Moreau, Richard	RCMP - Computer Systems Analyst	77,423.20	-	77,423.20
*Morhart, Lauren	Planner	81,512.07	842.31	82,354.38
Moss, Leanna	Fire Comm Dispatcher	98,677.84	-	98,677.84
Obersteller, Paul	Firefighter/Inspector	125,893.32	2,392.49	128,285.81
Oliver, James	Land Development Technician	83,190.50	1,525.37	84,715.87
*Queen, Susan	GIS Coordinator	86,083.27	2,234.08	88,317.35
*Reid, Jenny	Fire Fighter	94,136.91	-	94,136.91
Robinson, Wayne	Building Inspector 2	77,095.50	2,730.03	79,825.53
*Savjord, Alan	Manager of Information Technology	76,131.27	2,370.85	78,502.12
*Spriggs, Geoff	Assistant Chief, Communications	145,929.70	7,354.67	153,284.37
Stohmann, Leah	Deputy Director of Planning	118,489.82	959.30	119,449.12
*Worobec, Jerry	Manager Building Inspector	117,837.34	2,150.53	119,987.87
		4,388,239.68	**74,985.76**	**4,463,225.44**
	Remuneration under $75,000	**4,359,918.67**		
	Total Remuneration	**8,903,029.25**		

*indicates vacation payout

There were two severance agreements under which payment commenced between The City of Langford and it's non-unionized employees during the fiscal year 2018. Compensation was determined based on salary.

Schedule of Council Remuneration and Expenses (unaudited)

	Indemnity	Expenses	Total
Stewart Young	36,611.36	1,369.55	37,980.91
Denise Blackwell	18,592.86	6,175.48	24,768.34
Matt Sahlstrom	20,612.30	5,704.21	26,316.51
Lanny Seaton	17,214.80	1,661.13	18,875.93
Winnie Sifert	22,466.58	-	22,466.58
Roger Wade	17,214.80	6,647.48	23,862.28
Norma Stewart	2,312.75	285.71	2,598.46
Lillian Szpak	19,845.45	5,917.14	25,762.59
	154,870.90	**27,760.70**	**182,631.60**

Schedule of Payments

1145316 BC Ltd	54,620.10
653465 BC Ltd.	26,241.00
Aire Serv of Greater Victoria	62,753.13
Aptean	47,504.80
Aquamarine Inc	34,421.10
Associated Engineering Ltd	36,363.71
Avi Friedman Consultants Inc.	63,854.86
BC Assessment Authority	480,499.21
BC Hydro	739,424.74
BC Transit (annual levy)	2,557,869.42
Bell Mobility Inc.	69,822.23
Belmont Scholarship Society (Victor Chen Memorial Funds)	30,760.25
Black Press Group	72,637.40
Bob Lilly Landscape Architect	30,278.63
Capital City Paving Ltd.	661,003.31
Capital Electrical Systems Ltd	63,826.92
Capital Region Emerg.Serv.Telecom(CREST)	76,014.80
Capital Regional District	9,363,193.18
Capital Regional District Water -Isld Hwy	652,321.23
Capital Regional District Water-Fisgard	226,227.45
Capital Regional District-Bylaw/Animal Control	84,906.72
Capital Regional Hospital District	2,499,023.50
CCPR Park Investment Ltd	33,640.00
Centaur Products Inc	118,496.70
Charter Telecom Inc.	38,436.25
City of Langford (Casino Redistribution)	703,303.20
Colwood, City Of (Casino Redistribution)	326,371.47
Commercial Lighting Products	41,439.70
Crombie REIT	986,282.53
Daxco Developments Ltd.	36,490.50
DB Services of Victoria Inc	196,647.50
Deloitte LLP	27,929.59
Desjardins/ASO Employee benefits	503,802.59
Dinning Hunter Jackson in Trust	25,000.00
Dinning Hunter Lambert & Jackson	51,000.00
Draycor Construction Ltd	1,729,192.45
Dreality Developments Ltd	42,304.59
Eager Beaver Tree Service	184,227.00
Ecoasis Developments LLP	145,039.00
Enex Fuels Ltd	46,026.31
Erb Technical Contracting Ltd.	154,223.72

Esquimalt, Township Of (Casino Redistribution)	333,768.99
Esri Canada	93,895.89
Fantastic Cleaning Ltd.	180,089.45
Fastrac Printing Ltd	30,427.06
FieldTurf Inc.	78,567.62
Flag Shop, The	30,435.23
Fortis BC Natural Gas	48,681.98
G & E Contracting Ltd	100,213.62
Gerald Loster, in Trust	25,000.00
Gillam Group	59,797.61
Gordon N Gordon Interiors Ltd	33,961.00
Grandstand Canada Inc	126,324.14
Greater Victoria Public Library	1,832,245.80
Greater Victoria Security	158,187.69
Hardrock Masonry Contractors & Stone	46,236.75
Harris Computer Systems	56,906.41
Hayworth Communities Inc	62,426.04
Hendry Swinton McKenzie	266,955.00
Highlands, District Of (Casino Redistribution)	43,789.77
Hoylake Developments Limited Partnership	74,530.05
Insurance Corporation Of BC	59,946.00
Ironclad Developments Inc.	201,927.50
ISLAND FORD SALES - DFS MOTORS LTD.	38,597.44
Island Key Computer Ltd.	87,675.42
Johnson Controls	41,122.15
JSA Sport Architecture Inc	147,400.67
Kerr Wood Leidal Consulting Engineers	305,325.99
Kolenko Productions Inc	105,000.00
KPMG LLP, T4348	46,200.00
Langford Volunteer Firefighters Assoc.	133,430.00
London Life Insurance Company	38,960.00
Lumca Inc.	587,093.85
Luxbury Dev Corp	44,404.50
Madill - The Office Company	26,690.23
Mainroad South Island Contracting Ltd.	219,801.12
Marathon Surfaces	68,596.14
Marcoux, Carl-Alexander	50,591.29
Mastercard	281,989.55
McCallum Developments Inc	401,961.73
McCormick Meadows Ltd	74,436.50
McElhanney Associates Land Surveying Ltd.	28,352.31
McElhanney Consulting Services Ltd	239,573.04
Medical Services Plan Of BC	54,300.00
Metchosin, District Of (Casino Redistribution)	98,512.50
Microsoft Corporation	127,452.93
Minister of Finance - PST	34,988.69
Minister of Finance - School Tax	11,010,618.93

Motion Canada	58,660.12
Municipal Pension	1,449,415.39
OnPoint Project Engineers Ltd	60,052.67
P. R. Bridge Systems Ltd	86,168.89
Pacific Centre Family Services	69,599.96
Performance Plus Hockey	88,383.30
Phase 2 Developments Ltd	86,017.50
Powell & Associates Land Surveyors	28,526.13
RAD Recreation Adapted Society	56,000.00
Raylec Power LP	1,095,672.92
Receiver General - Source Deductions	2,355,745.45
Receiver General -RCMP contract	9,525,954.46
Revenue Canada - GST	62,284.37
Richmond Property Group	147,846.26
Rocky Mountain Phoenix	26,516.38
Ryzuk Geotechnical	176,774.68
Scansa Construction	336,180.85
School District No.62 - School Site DCCs	743,216.60
Scho's Line Painting Service	54,021.68
Shaw Business Solutions Inc	27,506.03
Silverstream Investments Inc	103,730.52
Sooke Lake Modular Home Cooperative Assn	27,137.75
Sooke, District Of (Casino Distribution)	255,810.02
SouthPoint Partners Ltd	136,815.26
SSL-Sustainable Services Ltd	118,141.33
Strategic Alliance	25,836.94
SYN Lawn Vancouver Island	46,210.19
Tetra Tech WEI Inc.	77,986.66
The Westin Bear Mountain, Victoria	602,146.52
Think Communications Inc	78,121.12
TL Housing Solutions Ltd	150,902.50
Tourism Victoria	26,250.00
Tri City Finishing	46,095.00
VDA Architecture Ltd	41,845.14
Verity Construction Ltd	756,998.83
Victoria Contracting & Municipal Maint.	4,922,645.89
Watt Consulting Group	27,489.43
West Bay Mechanical Ltd.	55,050.53
West Shore Arts Council	29,257.00
West Shore Environmental Services	668,238.66
West Shore Parks & Recreation Society.	2,511,736.00
Westbrook Consulting Ltd.	70,643.80
Western Traffic Ltd	31,304.92
Westhills Land Corp	557,150.73
Westhills Land Corp-Library Rent	137,375.08
Windley Contracting Ltd	6,443,885.81
Woodgrove Chrysler	33,500.32

Worksafe BC	99,684.32	Page 8
WSP Canada Inc	86,669.14	
YMCA YWCA of Greater Victoria	997,499.94	
Young, Anderson Barristers & Solicitors	237,393.18	
Young, Anderson In Trust	829,615.57	
Zam Developments Ltd	59,590.00	
Total of vendor totals over $25,000	78,388,111.11	
Under $25,000	2,659,902.68	
Total	**81,048,013.79**	

The Schedule of Payments to Suppliers for the Provision of Goods and Services has been prepared on a cash basis and the financial statements have been prepared on an accrual basis, therefore no reconciliation of this schedule with the financial statements has been prepared.

Included in the above payments are collections for other governments, capital and property purchases, refunds of deposits on hand, transfers of funds to other institutions, and transfer of funds to other Municipalities (Casino Revenue Share)

2018

CITY OF LANGFORD
Consolidated Financial Statements
For the fiscal year ending December 31, 2018

City of Langford, British Columbia, Canada

City of Langford

www.cityoflangford.ca

Mayor:	Stewart Young
Councillors:	Denise Blackwell Matt Sahlstrom Lanny Seaton Norma Stewart Lillian Szpak Roger Wade
Chief Administrative Officer:	Darren Kiedyk, CPA, CGA
Director of Finance:	Michael Dillabaugh, CPA, CA
City Engineer:	Michelle Mahovlich, M.Eng., P.Geo., P.Eng.
City Planner:	Matthew Baldwin, MCIP, RPP
Fire Chief:	Christopher Aubrey
Auditors:	KPMG
Solicitors:	Young Anderson
Bankers:	Bank of Montreal
Police:	RCMP - West Shore

CITY OF LANGFORD

Consolidated Financial Statements

Year ended December 31, 2018

Financial Statements

Management's Responsibility for the Consolidated Financial Statements	1
Independent Auditors' Report	2
Consolidated Statement of Financial Position	5
Consolidated Statement of Operations	6
Consolidated Statement of Change in Net Debt	7
Consolidated Statement of Cash Flows	8
Notes to Consolidated Financial Statements	9

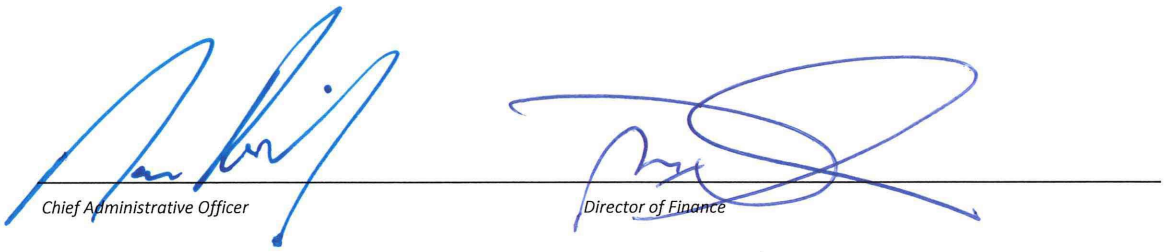
Management's Responsibility for the Consolidated Financial Statements

The accompanying consolidated financial statements of the City of Langford (the "City") are the responsibility of management and have been prepared in compliance with legislation, and in accordance with Canadian public sector accounting standards for local governments as recommended by the Public Sector Accounting Board of The Chartered Professional Accountants of Canada. A summary of the significant accounting policies are described in note 1 to the consolidated financial statements. The preparation of financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The City's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the consolidated financial statements. These systems are monitored and evaluated by management.

The Administration and Finance Committee meets with management and the external auditors to review the consolidated financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the consolidated financial statements.

The consolidated financial statements have been audited by KPMG LLP, independent external auditors appointed by the City. The accompanying Independent Auditors' Report outlines their responsibilities, the scope of their examination and their opinion on the City's consolidated financial statements.



Chief Administrative Officer *Director of Finance*

KPMG LLP
St. Andrew's Square II
800-730 View Street
Victoria BC V8W 3Y7
Canada
Telephone 250-480-3500
Fax 250-480-3539

INDEPENDENT AUDITORS' REPORT

To the Mayor and Councillors of The City of Langford

Opinion

We have audited the consolidated financial statements of The City of Langford (the "City"), which comprise:

- the consolidated statement of financial position as at December 31, 2018
- the consolidated statement of operations for the year then ended
- the consolidated statement of changes in net debt for the year then ended
- the consolidated statement of cash flows for the year then ended
- and notes to the consolidated financial statements, including a summary of significant accounting policies

(hereinafter referred to as the "financial statements").

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the consolidated financial position of the City as at December 31, 2018 and its consolidated results of operations, its changes in net financial debt and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the "***Auditors' Responsibilities for the Audit of the Financial Statements***" section of our auditors' report.

We are independent of the City in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

KPMG LLP is a Canadian limited liability partnership and a member firm of the KPMG network of independent member firms affiliated with KPMG International Cooperative ("KPMG International"), a Swiss entity. KPMG Canada provides services to KPMG LLP.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the City's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the City or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the City's financial reporting process.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

  The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control.

- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.

- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the City's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the City to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the City to express an opinion on the financial statements. We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit opinion.

KPMG LLP

Chartered Professional Accountants

Victoria, Canada
May 6, 2019

CITY OF LANGFORD

Consolidated Statement of Financial Position

December 31, 2018, with comparative information for 2017

	2018	2017
Financial assets:		
Cash and cash equivalents (note 2)	$ 44,970,524	$ 30,104,181
Short term investments	5,000,000	-
Property taxes receivable	1,699,177	1,776,488
Accounts receivable	11,596,391	15,419,279
Other assets	542,205	457,858
	63,808,297	47,757,806
Financial liabilities:		
Accounts payable and accrued liabilities	8,469,077	14,130,138
Prepaid property taxes and licences	1,737,084	869,584
Deferred revenue (note 3)	18,853,277	15,137,871
Refundable deposits	14,284,240	11,994,649
Debt (note 4):		
Short-term	17,773,350	19,576,700
Long-term	7,653,500	6,242,000
	68,770,528	67,950,942
Net debt	(4,962,231)	(20,193,136)
Non-financial assets:		
Tangible capital assets (note 5)	440,593,794	420,864,088
Sewer franchise agreement (note 6)	35,857,276	27,756,706
Prepaid expenses	973,979	825,010
	477,425,049	449,445,804
Accumulated surplus (note 7)	**$ 472,462,818**	**$ 429,252,668**

Commitments, contingencies and contractural rights, (note 11 and 12)

The accompanying notes are an integral part of these consolidated financial statements.

Director of Finance

CITY OF LANGFORD

Consolidated Statement of Operations

Year ended December 31, 2018, with comparative information for 2017

	Financial Plan (note 13)	2018	2017
Revenue:			
Taxation, net (note 8)	$ 30,765,446	$ 30,294,924	$ 28,355,032
Development cost charges	4,085,667	3,342,053	940,607
Sewer capital recovery fees	-	10,876,787	6,578,787
Utility charges	5,000	5,000	5,000
Other	4,725,778	6,768,714	5,365,708
Licences and permits	2,864,800	3,330,584	3,796,031
Penalties and interest	395,000	400,766	411,905
Government transfers (note 9)	22,796,667	2,821,798	11,576,670
Commercial leasing	3,066,000	3,861,085	3,450,797
Casino	1,300,000	1,434,705	1,297,414
Investment earnings	175,000	516,566	306,682
Developer and property owner contributions	6,710,166	39,299,442	38,637,333
Total revenue	76,889,524	102,952,424	100,721,966
Expenses:			
General government services:			
Legislative	504,403	393,775	425,089
Administrative	2,584,400	2,919,353	3,218,745
Other	1,998,268	1,786,395	1,692,367
	5,087,071	5,099,523	5,336,201
Protective services:			
Police and bylaw enforcement	9,271,006	8,191,589	8,586,455
Fire protection and emergency response	3,211,024	3,387,848	3,460,384
Building inspection and other	761,800	775,127	729,321
	13,243,830	12,354,564	12,776,160
Engineering and public works:			
Common services	1,359,397	1,022,342	1,015,649
Land development services	552,539	704,601	647,033
Roads, streets and storm drainage	6,865,774	18,797,528	15,454,331
	8,777,710	20,524,471	17,117,013
Community services:			
Environmental and development services	904,900	980,930	1,046,342
Recreation and cultural services	7,796,601	11,934,867	10,486,901
West Shore Parks and Recreation Society (note 14)	5,534,047	6,071,702	5,884,263
	14,235,548	18,987,499	17,417,506
Utility and enterprise services:			
Sewer infrastructure	-	2,776,217	641,872
Total expenses	41,344,159	59,742,274	53,288,752
Annual surplus	35,545,365	43,210,150	47,433,214
Accumulated surplus, beginning of year	429,252,668	429,252,668	381,819,454
Accumulated surplus, end of year	$ 464,798,033	$ 472,462,818	$ 429,252,668

The accompanying notes are an integral part of these consolidated financial statements.

CITY OF LANGFORD

Consolidated Statement of Changes in Net Debt

Year ended December 31, 2018, with comparative information for 2017

	Financial Plan (note 13)	2018	2017
Annual surplus	$ 35,545,365	$ 43,210,150	$ 47,433,214
Acquisition of tangible capital assets	(21,369,993)	(10,333,205)	(29,306,645)
Decrease in land held for resale	-	-	1,854,499
Amortization of tangible capital assets	-	8,395,688	7,783,322
Loss on sale of tangible capital assets	-	1,839,538	1,418,359
Proceeds on sale of tangible capital assets	-	586,603	1,929,272
Sewer capital recovery fees	-	(10,876,787)	(6,578,787)
Sewer capital agency fee	-	2,098,712	-
Developer contributions of tangible capital assets	-	(26,797,555)	(24,949,117)
Change in proportionate share of West Shore Parks & Rec Society	-	(97,446)	-
Transfer of assets to other Governments (note 9)	-	7,286,366	-
Transfer of work in progress to operating	-	67,810	-
	14,175,372	15,379,874	(415,883)
Consumption of prepaid expenses	-	(148,969)	(298,916)
Change in net debt	14,175,372	15,230,905	(714,799)
Net debt, beginning of year	(20,193,136)	(20,193,136)	(19,478,337)
Net debt, end of year	$ (6,017,764)	$ (4,962,231)	$ (20,193,136)

The accompanying notes are an integral part of these consolidated financial statements.

CITY OF LANGFORD

Consolidated Statement of Cash Flows

Year ended December 31, 2018, with comparative information for 2017

	2018	2017
Cash provided by (used in):		
Operating activities:		
Annual surplus	$ 43,210,150	$ 47,433,214
Items not involving cash:		
Amortization of tangible capital assets	8,395,688	7,783,322
Loss on sale of tangible capital assets	1,839,538	1,418,359
Developer contributions of tangible capital assets	(26,797,555)	(24,949,117)
Sewer capital recovery fees	(10,876,787)	(6,578,787)
Sewer capital agency fee	2,098,712	-
Change in proportionate share of West Shore Parks & Rec Society	(97,446)	-
Transfer of assets to other Governments	7,286,366	-
Transfer of work in progress to operating	67,810	-
Changes in non-cash operating assets and liabilities:		
Property taxes receivable	77,311	88,756
Accounts receivable	3,822,888	(935,734)
Other assets	(84,347)	(100,785)
Accounts payable and accrued liabilities	(5,661,061)	7,059,010
Prepaid property taxes and licences	867,500	80,413
Deferred revenue	3,715,406	2,916,669
Refundable deposits	2,289,591	3,748,420
Prepaid expenses	(148,969)	(298,916)
	30,004,795	37,664,824
Capital activities:		
Acquisition of tangible capital assets	(10,333,205)	(29,306,645)
Decrease (increase) in land held for resale	-	1,854,499
Proceeds on sale of tangible capital assets	586,603	1,929,272
	(9,746,602)	(25,522,874)
Financing activities:		
Debt proceeds	2,300,000	2,000,000
Debt payments	(2,691,850)	(2,422,100)
Purchase of investments	(5,000,000)	-
	(5,391,850)	(422,100)
Increase (decrease) in cash and cash equivalents	14,866,343	11,719,850
Cash and cash equivalents, beginning of year	30,104,181	18,384,331
Cash and cash equivalents, end of year	$ 44,970,524	$ 30,104,181
Supplemental cash flow information:		
Cash paid for interest	$ 626,079	$ 505,352
Cash received from interest	516,566	385,210

The accompanying notes are an integral part of these consolidated financial statements.

The City of Langford (the "City") is incorporated and operates under the provisions of the British Columbia Local Government Act and the Community Charter of British Columbia.

1. **Significant accounting policies:**

The consolidated financial statements of the City are prepared by management in accordance with Canadian public sector accounting standards for local governments as recommended by the Public Sector Accounting Board ("PSAB") of the Chartered Professional Accountants of Canada. Significant accounting policies adopted by the City are as follows:

(a) Reporting entity:

The consolidated financial statements include the assets, liabilities, revenues and expenses of the City. The consolidated financial statements also include the City's proportionate interest in the West Shore Parks and Recreation Society ("West Shore"), an organization jointly controlled by the City. The City does not administer any trust activities on behalf of external parties.

(b) Basis of accounting:

The City follows the accrual method of accounting for revenues and expenses. Revenues are normally recognized in the year in which they are earned and measurable. Expenses are recognized as they are incurred and measurable as a result of receipt of goods or services and/or the creation of a legal obligation to pay.

(c) Revenue recognition:

Government transfers are recognized in the consolidated financial statements as revenues in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be made, except when and to the extent the transfer gives rise to an obligation that meets the definition of a liability.

Property tax revenue is recognized on an accrual basis using approved tax rates and the anticipated assessment for the current year. Parcel tax revenues are recognized in the year that they are levied.

(d) Deferred revenue:

Deferred revenue includes grants, contributions and other amounts received from third parties pursuant to legislation, regulation and agreement which may only be used in certain programs, in the completion of specific work, or for the purchase of tangible capital assets. In addition, certain user charges and fees are collected for which the related services have yet to be performed. Revenue is recognized in the period when the related expenses are incurred, services performed, or the tangible capital assets are acquired thereby extinguishing any liability to the City.

Development cost charges are amounts which are restricted by government legislation or agreement with external parties. When qualifying expenditures are incurred, development cost charges are recognized as revenue in amounts which equal the associated expenses.

(e) Refundable deposits:

Receipts restricted by third parties are deferred and reported as refundable deposits under certain circumstances. Refundable deposits are returned when the third party meets their obligations or the deposits are recognized as revenue when qualifying expenditures are incurred.

(f) Investment income:

Investment income is reported as revenue in the period earned. When required by the funding government or related Act, investment income earned on deferred revenue is added to the investment and forms part of the deferred revenue balance.

(g) Cash equivalents:

Cash equivalents include short-term, highly liquid investments that are cashable on demand or have a term to maturity of 90 days or less at acquisition.

(h) Long-term debt:

Long-term debt is recorded net of related repayments and actuarial earnings.

(i) Non-financial assets:

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

(i) Tangible capital assets

Tangible capital assets are recorded at cost which includes amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets, excluding land, are amortized on a straight line basis over their estimated useful lives as follows:

Asset	Useful life - years
Land improvements	10-50
Buildings	25-70
Vehicles, machinery, equipment	5-25
Sewer and storm infrastructure	75-100
Road infrastructure	10-75

Non-financial assets are written down when conditions indicate that they no longer contribute to the City's ability to provide goods and services, or when the value of future economic benefits associated with the asset are less than the book value of the asset.

(ii) Contributions of tangible capital assets

Tangible capital assets received as contributions are recorded at their fair value and are recorded as revenue at the date of receipt.

(iii) Works of art and cultural and historic assets

Works of art and cultural and historic assets are not recorded as assets in these financial statements.

(iv) Leased tangible capital assets

Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as leased tangible capital assets. All other leases are accounted for as operating leases and the related payments are charged to expenses as incurred.

(v) Inventory of supplies

Inventory of supplies held for consumption is recorded at the lower of cost and replacement cost.

(vi) Contaminated sites

Contaminated sites are defined as the result of contamination being introduced in air, soil, water or sediment of a chemical, organic, or radioactive material or live organism that exceeds an environmental standard. A liability for remediation of contaminated sites is recognized, net of any expected recoveries, when all of the following criteria are met:

1) an environmental standard exists
2) contamination exceeds the environmental standard
3) the City is directly responsible or accepts responsbility for the liability
4) future economic benefits will be given up, and
5) a reasonable estimate of the liability can be made

(j) Employee benefits:

The City and its employees make contributions to the Municipal Pension Plan. These contributions are expensed as incurred. The costs of a multi-employer defined contribution pension plan, such as the Municipal Pension Plan, are the employer's contributions due to the plan in the period.

(k) Use of estimates:

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the period. Significant estimates include assumptions used in estimating historical cost and useful lives of tangible capital assets, estimating fair value of contributed tangible capital assets and in estimating provisions for accrued liabilities. Actual results could differ from these estimates.

2. **Cash and cash equivalents:**

	2018	2017
West Shore Parks and Recreation Society	$ 1,632,134	$ 1,595,408
Cash	20,338,390	11,449,226
Term deposits	23,000,000	17,059,547
	$ 44,970,524	$ 30,104,181

The City has an approved operating line of credit of $10,500,000.

3. **Deferred revenue:**

Deferred revenue, reported on the consolidated statement of financial position, is comprised of the following:

	2018	2017
Development cost charges	$ 17,000,931	$ 13,462,079
Hotel room tax	1,198,495	984,750
Other	653,851	691,042
	$ 18,853,277	$ 15,137,871

Development cost charges:

	2018	2017
Opening balance of unspent funds	$ 13,462,079	$ 10,803,097
Add:		
Development cost charges received during the year	6,606,753	3,479,383
Interest earned	274,151	120,206
	20,342,983	14,402,686
Less amount spent on projects and recorded as revenue	(3,342,052)	(940,607)
	$ 17,000,931	$ 13,462,079

4. **Debt:**

(a) Short-term debt:

Short-term debt is comprised of an interim financing facility through the TD Bank due on demand which bears interest at the Bankers Acceptance Rate plus stamping fee of 60 basis points.

(b) Long-term debt:

Long-term debt from the TD Bank consists of five year floating rate term loans maturing from 2019 to 2022, with a current interest rate of 2.43%.

(c) Principal payments on long term debt and budgeted repayments on short-term debt for the next five years are as follows:

2019	$	529,600
2020		535,100
2021		559,600
2022		555,100
2023		552,900

5. **Tangible capital assets:**

(a) Assets under construction:

Assets under construction have a value of $3,621,581 (2017 - $23,750,061) and have not yet been amortized. Amortization of these assets will commence when the asset is put into service.

(b) Contributed tangible capital assets:

Contributed tangible capital assets have been recognized at fair market value at the date of contribution. The value of contributed capital assets received during the year is $26,797,555 (2017 - $24,949,117) comprised of land $19,927,362 (2017 - $15,450,982), land improvements $21,000 (2017 - $NIL), sewer and storm infrastructure $3,035,188 (2017 - $3,695,381) and roads infrastructure $3,814,005 (2017 - $5,802,754).

(c) Works of art and historical treasures:

The City manages and controls various works of art and non-operational historical cultural assets including buildings, artifacts, paintings and sculptures located at City sites and public display areas. These assets are not recorded as tangible capital assets and are not amortized.

(d) Write-down of tangible capital assets:

No tangible capital assets were written down in 2018 or 2017.

(e) West Shore Parks and Recreation Society:

The City's proportionate share of West Shore Parks and Recreation Society assets includes land, buildings, and equipment which are subject to amortization policies consistent with those of the City.

Note 5. Tangible Capital Assests (Continued)

	Land	Land Improvements	Buildings	Vehicles Machinery & Equipment	Sewer and Storm Infrastructure	Roads Infrastructure	Assets Under Construction	West Shore Parks & Recreation Society	2018	2017
Cost:										
Opening	$ 168,989,578	18,243,571	33,592,711	13,655,103	57,431,489	149,906,109	23,750,061	32,249,413	$ 497,818,035	$ 447,467,574
Additions	20,809,303	706,368	26,177	304,316	4,022,377	7,561,779	3,485,597	214,843	37,130,760	54,255,762
Transfers	777,591	-	6,907,421	25,682	-	15,903,383	(23,614,077)	-	-	-
Disposals	(739,857)	(2,562,541)	-	(559,304)	-	(7,379,682)	-	(159,051)	(11,400,435)	(3,905,301)
Change in share	-	-	-	-	-	-	-	139,078	139,078	-
Balance, end of year	189,836,615	16,387,398	40,526,309	13,425,797	61,453,866	165,991,589	3,621,581	32,444,283	523,687,438	497,818,035
Accumulated Amortization:										
Opening	-	6,176,073	7,164,029	7,239,899	10,465,370	36,255,129	-	9,653,447	76,953,947	70,370,167
Disposals	-	(894,432)	-	(555,207)	-	(15,183)	-	(155,295)	(1,620,117)	(557,670)
Amortization	-	783,461	782,619	871,152	943,871	3,712,112	-	624,967	7,718,182	7,141,450
Change in share	-	-	-	-	-	-	-	41,632	41,632	-
Balance, end of year	-	6,065,102	7,946,648	7,555,844	11,409,241	39,952,058	-	10,164,751	83,093,644	76,953,947
Net book value, end of year	**$ 189,836,615**	**10,322,296**	**32,579,661**	**5,869,953**	**50,044,625**	**126,039,531**	**3,621,581**	**22,279,532**	**$ 440,593,794**	**$ 420,864,088**

6. Sewer franchise agreement:

During 2004, the City entered into a franchise and partnering agreement with West Shore Environmental Services Inc. ("WSES") and Terasen Utility Services Inc. The term of the agreement is 21 years, with a single 21 year renewal. Under the agreement, the City grants an exclusive franchise to WSES to design, construct, finance, own, and operate and maintain sanitary sewers in the City. The City also grants an exemption from municipal property tax for sewer infrastructure and WSES has been granted an Order in Council to extend that exemption to property taxes for all other jurisdictions. Upon termination of the agreement, the sewer infrastructure constructed by WSES will be acquired by the City for a nominal payment.

WSES will recover its capital costs by imposition of a sewer capital recovery fee ("SCRF") on owners of property who wish to connect to the sewer. WSES will also bill and collect all user fees. WSES will pay the City franchise fees that are estimated to total $11 million over the 21 year term of the agreement.

The City records the costs of sewer infrastructure constructed by WSES $4,510,953 (2017 - $833,452) and corresponding remaining cost to be recovered. The remaining cost to be recovered is reduced as SCRF's are collected by WSES.

The cost of WSES sewer infrastructure, less residual value, is amortized on a straight line basis over their estimated useful lives, 60 to 70 years. During the 2018 year, the remaining costs to be recovered were in excess of the amount owing. In accordance with the agreement, the City has recorded an agency fee of the excess in the amount of $2,098,712.

	Opening	Increase	Decrease	Closing
WSES sewer infrastructure				
Cost	$ 39,415,450	4,510,953	(671,110)	$ 43,255,293
Accumulated amortization	(6,720,512)	(677,505)	-	(7,398,017)
	32,694,938	3,833,448	(671,110)	35,857,276
Remaining cost to be recovered	(4,938,232)	(4,510,953)	9,449,185	-
	$ 27,756,706	(677,505)	8,778,075	$ 35,857,276

7. Accumulated surplus:

Accumulated surplus consists of individual fund surplus and reserves and reserve funds as follows:

	2018	2017
Surplus:		
Invested in tangible capital assets	$ 451,024,220	$ 422,802,094
Invested in land held for resale	-	-
Other	(98,595)	(7,888,920)
Total surplus	450,925,625	414,913,174
Reserves set aside by Council:		
Future operational contingencies	653,760	502,378
Future capital contingencies	984,000	175,000
Federal Gas Tax	2,449,326	1,245,229
West Shore Parks & Rec Society	961,791	1,025,356
Total reserves	5,048,877	2,947,963
Reserve funds set aside for specific purposes by Council:		
Capital works	1,911,266	1,392,747
Affordable housing	2,039,036	1,462,952
Parks and open space	2,431,746	2,152,130
Parkland improvement	2,975	2,927
General amenity	7,740,700	4,628,431
Equipment replacement	762,487	203,679
Sidewalk capital	48,334	26,274
Bear Mountain fire hall	1,355,208	1,299,281
Special police capital	148,324	175,653
Downtown parking	48,240	47,457
Total reserve funds	16,488,316	11,391,531
	$ 472,462,818	$ 429,252,668

8. Taxation:

Taxation revenue, reported on the consolidated statement of operations, is comprised of the following:

	2018	2017
General	$ 28,236,723	$ 26,225,351
Parcel tax	1,532,460	1,629,410
Revenue in lieu of taxes	95,937	95,896
Collections for other governments	29,650,587	27,474,664
1% utility taxes	429,804	404,375
	59,945,511	55,829,696
Less taxes levied for other authorities:		
Capital Regional District - General Operating	6,577,464	5,752,105
Revenue in lieu of taxes	73,988	73,602
Capital Regional Hospital District	2,515,842	2,356,725
School Authorities	17,428,848	16,344,816
BC Assessment Authority	482,952	439,453
Municipal Finance Authority	2,210	1,797
BC Transit	2,569,283	2,506,166
	29,650,587	27,474,664
	$ 30,294,924	$ 28,355,032

9. Government transfers:

The City recognizes the transfer of government funding as revenue when received and all related eligibility criteria and stipulations have been satisfied.

	2018	2017
Operating transfers:		
Federal	$ 33,394	$ 164,546
Provincial	348,170	370,199
Other	661,452	605,637
	1,043,016	1,140,382
Capital transfers:		
Federal	1,554,402	6,901,023
Provincial	-	3,462,816
Other	224,380	72,449
	1,778,782	10,436,288
	$ 2,821,798	$ 11,576,670

During the year, the City transferred $7,286,366 of assets under construction to other governments, representing project costs incurred to design, engineer, construct and commission roads infrastructure crossing into other government jurisidictions, based on terms of the agreement between the City and Ministry of Transportation of the Province of BC. The transfer is recorded as an expense in the consolidated statement of operations.

10. Municipal pension plan:

The City and its employees contribute to the Municipal Pension Plan (the "Plan"), a jointly trusteed pension plan. The board of Trustees, representing plan members and employers, is responsible for overseeing the management of the Plan, including investment of the assets and administration of benefits. The pension plan is a multi-employer defined benefit pension plan. Basic pension benefits provided are based on a formula. The plan has about 197,000 active members and approximately 95,000 retired members. Active members include approximately 39,000 contributors from local government.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent actuarial valuation as at December 31, 2015 indicated a $2,224 million funding surplus for basic pension benefits on a going concern basis. As a result of the 2015 basic account actuarial valuation surplus and pursuant to the joint trustee agreement, $1,927 million was transferred to the rate stabilization account and $297 million of the surplus ensured the required contribution rates remained unchanged. The next valuation will be as at December 31, 2018 with results available later in 2019.

Employers participating in the Plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the Plan records accrued liabilities and accrued assets for the Plan in aggregate with the result that there is no consistent and reliable basis for allocating the obligation, assets and cost to the individual employers participating in the Plan.

The City paid $775,858 (2017 - $696,187) for employer contributions while employees contributed $673,497 (2017 - $609,185) to the Plan in fiscal 2018.

11. Commitments and contingencies:

(a) Contingent liabilities:

The CRD debt, under provisions of the Local Government Act, is a direct, joint and several liability of the CRD and each member municipality within the CRD, including the City of Langford.

The City is a shareholder and member of the Capital Region Emergency Service Telecommunications (CREST) Incorporated who provides centralized emergency communications, and related public safety information services to municipalities, regional district, the provincial and federal governments and their agencies, and emergency services organizations throughout the Greater Victoria region and the Gulf Islands. Members' obligations to share in funding ongoing operations and any additional costs relating to capital assets are to be contributed pursuant to a Members' Agreement.

(b) Litigation liability:

From time to time, the City is subject to claims and other lawsuits that arise in the ordinary course of business, some of which may seek damages in substantial amounts. Liability for these claims and lawsuits are recorded to the extent that the probability of a loss is likely and it is estimable. It is considered that the potential claims against the City resulting from such litigation will be covered by insurance and therefore will not materially affect the consolidated financial statements of the City.

(c) Commitments:

The City entered into a long-term contract with the Royal Canadian Mounted Police (RCMP) for the provision of police services effective October 1, 1994. Under the terms of this contract, the City is responsible for 90% of policing costs. The 2019 estimated cost of this contract is $7,496,600.

On February 7, 2013, the City entered into a purchase of service agreement with the YMCA/YWCA of Greater Victoria to provide access for Langford residents to an aquatic facility to be built in Langford. The City agreed to pay $750,000 per year to be indexed by population every two years from the opening date to a maximum of $950,000 per year for a period of 25 years.

As at December 31, 2018, the following major contracts were in progress:

	Total Amount of Contract	Paid or Accrued
Operating	$ 15,443,809	$ 14,375,974
Capital	5,852,733	498,379

12. Contractual rights:

The City has entered into various contracts for rental revenue within the normal course of operations. The estimated contractual rights under these contracts for the years ending December 31 are as follows:

2019	$	766,525
2020		750,000
2021		760,000
2022		775,000
2023		780,000
	$	3,831,525

13. Financial plan:

The financial plan data presented in these consolidated financial statements is based upon the 2018 operating and capital financial plans approved by Council on May 7, 2018. Amortization expense was not contemplated on development of the financial plan and, as such, has not been included. The chart below reconciles the approved financial plan to figures reported in these consolidated financial statements.

		Financial plan amount
Revenues:		
Operating	$	44,926,748
Capital		38,215,150
West Shore Parks & Rec Society		3,022,311
Less:		
Transfers from own funds		9,274,685
Proceeds on debt issue		-
Total revenue		76,889,524
Expenses:		
Operating		44,926,748
Capital		38,215,150
West Shore Parks & Rec Society		3,022,311
Less:		
Capital expenditures		38,215,150
Transfer to own funds		4,447,000
Debt principal payments		2,157,900
Total expenses		41,344,159
Annual surplus	$	35,545,365

14. West Shore Parks and Recreation Society:

(a) Capital asset transfer:

The Capital Regional District (the "CRD") transferred the lands and facilities comprising the Juan de Fuca Recreation Centre to the following municipal members (the "Municipalities") effective January 2, 2002; City of Langford, City of Colwood, District of Highlands, District of Metchosin and the CRD (on behalf of a portion of the Juan de Fuca Electoral Area). Effective January 1, 2007 the Town of View Royal became a member of the Society. Effective January 1, 2018, the CRD is no longer a member of the Society.

In 2002 the lands and facilities were transferred to the Municipalities in their proportionate share, as specified in the Co-Owners' Agreement. The lands and facilities were reallocated amongst the members on January 1, 2007 when the Town of View Royal became a member. Future improvements are allocated among the members as per the cost sharing formula in effect each year for each service or facility, as outlined in a Members' Agreement. For 2018, the City's share of improvements purchased by the Society on its behalf is $44,299.

Because the cost sharing formula in the Members' Agreement produces different cost shares for the members from year-to-year, there is a gain or loss on the opening fund balances. In 2018, the City of Langford's share is $97,446. Included in this amount is the reallocation of the shares

The Municipalities have each become members in the Society, which was incorporated to provide parks, recreation and community services to the Municipalities under contract. Under terms of an Operating, Maintenance and Management Agreement, the Society is responsible to equip, maintain, manage and operate the facilities located at the recreation centre.

(b) Consolidation:

Financial results and budget for the Society are consolidated into the City's financial statements proportionately, based on the cost sharing formula outlined in the Members' Agreement. In 2018 the City's proportion for consolidation purposes was 50.77% (2017 - 50.55%).

Condensed financial information for the Society is as follows:

	2018	2017
Financial assets	$ 3,636,125	$ 3,501,452
Financial liabilities	2,233,137	2,260,252
Net financial assets	1,402,988	1,241,200
Non-financial assets	1,030,170	976,001
Accumulated surplus	$ 2,433,158	$ 2,217,201
Invested in tangible capital assets	$ 982,438	$ 919,061
Reserve funds	2,036,113	1,929,868
Other	(585,393)	(631,728)
	$ 2,433,158	$ 2,217,201
Revenues	$ 6,547,215	$ 5,639,648
Requisition from members	4,947,539	4,968,939
	11,494,754	10,608,587
Expenses	6,331,257	5,709,542
Requisition from members	4,947,539	4,968,939
	11,278,796	10,678,481
Annual surplus (deficit)	$ 215,958	$ (69,894)

15. Segmented information:

The City is a diversified municipal government institution that provides a wide range of services to its citizens, including General Government Services, Protective Services, Engineering and Public Works Services, Community Services and Utility and Enterprise Services. Service Areas were created for the purpose of recording specific activities to attain certain objectives in accordance with regulations, restrictions or limitations.

City services are provided by departments and their activities are reported in these Service Areas. Departments disclosed in the Segmented Information, along with the services they provide are as follows:

General Government Services

The Departments within General Government Services are responsible for adopting bylaws; adopting administrative policy; levying taxes; acquiring, disposing and managing City assets; ensuring effective financial management; monitoring performance and ensuring that high quality City services standards are met.

Protective Services

The Departments within Protective Services are Police and Bylaw Enforcement; Fire Protection and Emergency Response; and Building Inspection. The mandates of these departments are to enforce laws, prevent crime, maintain peace, order and security by protecting life, property and the environment.

Engineering and Public Works

The Engineering Department is responsible for the transportation services within the City. This includes roads, storm drains, sidewalks, street lighting and trolley.

Community Services

The Departments within Community Services include Environmental and Development Services and Recreation and Cultural Services. The Environmental and Development Services Department is responsible for preparing land use plans, bylaws and policies for sustainable development of the City and for reviewing and approving new development. The Recreation and Cultural Services Department is responsible for providing, facilitating the development of, and maintaining high quality parks, recreation facilities and cultural services.

Utility and Enterprise Services

This Department is responsible for administering the Sewer Franchise Agreement (note 6) for the City.

The accounting policies used in these segments are consistent with those followed in the preparation of the financial statements as disclosed in Note 1. The following table provides additional financial information for the foregoing segments. Taxation and grants in lieu of taxes are apportioned to the functions based on their share of the net budgeted expenditures in the Financial Plan.

Note 15 2018 Segmented Information (Continued)

	General Government Services	Protective Services	Engineering and Public Works	Community Services	Utility and Enterprise Services	Total
Revenue:						
Taxation	$ 5,101,562	$ 10,052,915	$ 6,362,780	$ 8,777,667	$ -	$ 30,294,924
Utility charges	-	-	-	-	5,000	5,000
Government transfers	184,177	824,641	1,749,586	63,394	-	2,821,798
Commercial leasing	44,100	213,565	-	3,603,420	-	3,861,085
Other	3,766,613	64,424	33,021	3,821,988	10,876,787	18,562,833
Licences and permits	23,420	2,057,397	244,665	1,005,102	-	3,330,584
Developer and property owner contributions	4,554,403	34,100	27,803,196	3,872,555	3,035,188	39,299,442
Development cost charges	-	-	3,262,243	79,810	-	3,342,053
Casino	222,735	-	1,211,970	-	-	1,434,705
Total Revenue	13,897,010	13,247,042	40,667,461	21,223,936	13,916,975	102,952,424
Expenses:						
Salaries, wages and employee benefits	2,622,011	4,253,657	1,999,241	3,043,877	-	11,918,786
Contracted and general services	1,194,302	6,923,932	5,521,019	9,851,272	2,098,712	25,589,237
Materials, goods, supplies and utilities	629,059	512,883	470,530	1,172,314	-	2,784,786
Other	385,457	223,163	7,921,330	2,523,829	-	11,053,779
Amortization	268,694	440,929	4,612,351	2,396,207	677,505	8,395,686
Total Expenses	5,099,523	12,354,564	20,524,471	18,987,499	2,776,217	59,742,274
Annual surplus (deficit)	$ 8,797,487	$ 892,478	$ 20,142,990	$ 2,236,437	$ 11,140,758	$ 43,210,150

Note 15 2017 Segmented Information (Continued)

	General Government Services	Protective Services	Engineering and Public Works	Community Services	Utility and Enterprise Services	Total
Revenue:						
Taxation	$ 3,576,300	$ 9,343,900	$ 5,064,632	$ 10,370,200	$ -	$ 28,355,032
Utility charges	-	-	-	-	5,000	5,000
Government transfers	202,049	757,714	8,251,535	2,365,372	-	11,576,670
Commercial leasing	41,411	139,341	-	3,270,045	-	3,450,797
Other	2,898,240	60,951	130,812	2,994,292	6,578,787	12,663,082
Licences and permits	23,540	2,278,713	742,632	751,146	-	3,796,031
Developer and property owner contributions	670,262	70,800	30,526,421	3,674,469	3,695,381	38,637,333
Development cost charges	-	-	488,859	451,748	-	940,607
Casino	139,400	-	1,158,014	-	-	1,297,414
Total Revenue	7,551,202	12,651,419	46,362,905	23,877,272	10,279,168	100,721,966
Expenses:						
Salaries, wages and employee benefits	2,654,238	3,787,928	1,797,715	3,219,514	-	11,459,395
Contracted and general services	1,065,119	7,630,291	9,916,722	9,282,595	-	27,894,727
Materials, goods, supplies and utilities	539,886	573,966	441,203	955,951	-	2,511,006
Other	783,520	337,140	854,104	1,665,538	-	3,640,302
Amortization	293,438	446,835	4,107,269	2,293,908	641,872	7,783,322
Total Expenses	5,336,201	12,776,160	17,117,013	17,417,506	641,872	53,288,752
Annual surplus (deficit)	$ 2,215,001	$ (124,741)	$ 29,245,892	$ 6,459,766	$ 9,637,296	$ 47,433,214

City of Langford
www.cityoflangford.ca

Staff Report

to

Council

Date: May 21, 2019

Department: **Planning**

Subject: Climate Action

Background
Earlier this year, the CRD Board passed a motion to the effect that:

- The Capital Regional District Board declare a Climate Emergency;
- That the CRD take a leadership role to work towards achieving carbon neutrality in the region by 2030;
- That the Board Chair write to all local governments in the region requesting that they also declare climate emergencies and commit to working towards climate neutrality by 2030;
- That staff be directed to submit a Letter of Intent for the $1 million Pacific Institute for Climate Solutions Theme Partnership Program by the deadline of February 15 2019, to address the question: "How can the Capital Region achieve carbon neutrality by 2030?"

The City of Langford has now received a letter from the CRD Board requesting that the City of Langford also declare a climate emergency, and commit towards working towards climate neutrality by 2030.

Since making this declaration, it has been reported to Langford, by CRD staff that a number of other constituent municipalities in the CRD have passed motions to the effect that they are declaring a climate emergency and will work towards climate neutrality. These include: The City of Victoria, The District of Oak Bay, The District of Saanich, The Township of Esquimalt, the Town of View Royal, The District of Highlands, the District of Sooke and the Islands Trust. The CRD provided no indication that the District of North Saanich, the District of Central Saanich, the District of Metchosin or the City of Colwood had passed such a motion.

Commentary
The City's Official Community Plan, in concert with Federal and Provincial climate action initiatives (such as the Climate Action Revenue Incentive Program, or CARIP, and changes to the building code) already point the City in a direction towards carbon neutrality and positive action towards combating climate change. While declaring a climate emergency may seem to be a somewhat dramatic or symbolic gesture,

it would be in keeping with what other municipalities in the CRD are doing and present a united front against the potentially devastating effects of climate change. Stating an objective, with respect to carbon neutrality, simply frames that which the City has and is currently working towards.

Financial Implications
No apparent negative implications.

Legal Implications
No apparent negative implications.

Options

Option 1:

That Council:

1. Declare a climate emergency; and
2. Continue to work toward carbon neutrality;

Option 2:

That Council take no action at this time with respect to either a climate emergency or carbon neutrality goals.

Respectfully submitted,

Concurrence:	Matthew Bladwin, MCIP, RPP, Director of Planning
Concurrence:	Adriana Proton, Manager of Legislative Services
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:	Michael Dillabaugh, CPA, CA, Director of Finance
Concurrence:	Braden Hutchins, Director of Corporate Services
Concurrence:	Darren Kiedyk, Chief Administrative Officer

:mgsb

City of Langford
www.cityoflangford.ca

Staff Report

to

Council

Date: May 21, 2019

Department: **Planning**

Subject: CRD Regional Foodland Access Program

Background
On April 24th, 2019, the Chair of the CRD Board sent the attached letter and information package to Mayor and Council to inform Council of the CRD Board's recent resolution in regards to a Foodlands Access Program and foodlands trust in partnership with a non-profit organization. The CRD Board has asked whether:

- The City of Langford would support the CRD operation of a foodlands trust;
- The City of Langford is willing to participate in funding CRD operation of a foodlands trust;
- The City of Langford is able to add municipal lands to a CRD-operated foodlands trust (and to specify which lands are to be considered);

The CRD Board has asked for feedback from Langford by May 31st, 2019.

Commentary
At the present time, the City of Langford does not have any municipal lands that would be suitable for inclusion into a foodlands trust, and therefore Council may wish to simply indicate to the CRD Board that Langford cannot contribute land to this endeavor.

Financial Implications
Council can choose to either opt in to funding this proposed new initiative, or not. There would be no foreseeable financial implications if Council chose not to participate in funding this initiative.

Legal Implications
No foreseeable legal implications.

Options

That Council:

1. Direct staff to provide the following feedback to the CRD Board:

a) That the City of Langford is not willing to participate in funding the CRD operation of a foodlands trust; and
b) Does not have municipal lands to add to a CRD-operated foodlands trust;

OR

2. Direct staff to provide the following feedback to the CRD Board;

a) That the City of Langford supports the CRD operation of a foodlands trust; and
b) That the City of Langford is willing to participate in funding the CRD operation of a foodlands trust; and
c) That the City of Langford does not presently have municipal lands to add to a CRD-operated foodlands trust, but that Council will work towards acquiring suitable lands for the trust;

OR

3. Take no action with respect to the CRD Board Chair's letter of April 24th, 2019.

Respectfully submitted,

Submitted by:	Matthew Baldwin, MCIP, RPP Director of Planning
Concurrence:	Adriana Proton, Manager of Legislative Services
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:	Michael Dillabaugh, CPA, CA, Director of Finance
Concurrence:	Braden Hutchins, Director of Corporate Services
Concurrence:	Darren Kiedyk, Chief Administrative Officer

:mgsb

Making a difference...together

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April 24, 2019

File: 6500-20

Langford Mayor and Council
2nd Fl – 877 Goldstream Ave
Victoria, BC V9B 2X8
Via email: mayor@langford.ca

Dear Mayor and Council:

RE: ASSESSMENT OF LOCAL GOVERNMENT INTEREST IN A REGIONAL FOODLAND ACCESS PROGRAM

The Capital Regional District (CRD) recently completed a Foodlands Access Program Feasibility Study ('the Study'). Completion of the Study was recommended in the Regional Food and Agriculture Strategy.

The purpose of the Study was to determine the best way to increase farmers' access to land. With input from new and established farmers, non-profits, existing incubator farm programs, local farmland trusts and local/provincial government representatives, the Study examined seven land access tools.

The Study recommends that the CRD partner with a non-profit organization to operate a foodlands trust to manage inactive local government-owned land formerly used for agriculture.

On April 10, 2019 the Capital Regional District (CRD) Board passed the following motion:

1. That the Foodlands Access Program Feasibility Study be received for information;
2a. That staff be directed to canvas all municipalities to assess whether there is a desire to have the CRD operate a foodlands trust in partnership with a non-profit organization, and;
2b. Whether any municipal lands could be made available for inclusion in a trust; and
3. That staff, upon receiving municipal feedback (due May 31, 2019), report back to the Planning and Protective Services Committee.

This letter is being sent further to the above-noted Committee direction.

It would be appreciated if you could reply with an indication of support by **May 31, 2019** in the following (as outlined on the attached form):

a) CRD operation of a foodlands trust in partnership with a non-profit organization; and
b) Adding Langford lands to a CRD-operated foodlands trust.

Staff will report municipal feedback to an upcoming meeting of the Planning and Protective Services Committee.

EXEC-2102254355-3502

To assist you with providing feedback, please reference the information provided in the March 20, 2019 Staff Report and January 24, 2018 Staff Report.

For convenience, a Question/Answer sheet is also attached. If you have additional questions or require more information please contact Jeff Weightman (250-360-7668; jweightman@crd.bc.ca)

Sincerely,

Colin Plant
Chair, Capital Regional District Board

Attachment

cc: Corporate Officer, Braden Hutchins
Robert Lapham, Chief Administrative Officer
Kristen Morley, Corporate Officer
Kevin Lorette, General Manager, Planning & Protective Services

Regional Foodland Access Program Questions/Answers

1. **Have any municipalities expressed interest in having the CRD operate a foodland trust?**
   Central Saanich, North Saanich, Saanich and Sidney drafted letters in support of a CRD-initiated foodlands trust between 2014 and 2017. Confirmation is being sought to ascertain whether there is still support.

2. **What is the cost of participating in a CRD-operated foodland trust?**
   It is anticipated that the costs will be between $127,500 and $143,500 per year. Costs per participating municipality would depend on the number of municipalities participating; the number and type of properties included in the trust; achieved lease revenues; and the availability of grants.

   At an annual cost of $130,000, per capita estimates for the municipalities that requested the CRD to provide a foodlands trust (Central Saanich, North Saanich, Saanich and Sidney) would be $1.91, while the estimated annual per capita cost if all municipalities participated would be $0.70.

   It is expected that a regional approach will be more cost effective than having several municipalities manage their own land trust initiatives.

3. **What happens if only some municipalities agree to participate in a CRD-operated foodland trust?**
   Those municipalities that agree to participate can cost share the CRD-operated foodland trust. Agreements can be drafted to suit the needs of interested municipalities.

4. **Can we have the CRD operate a foodland trust on municipal land and still retain ownership?**
   Lands can be either donated to the trust or the use of the lands can be provided to the foodland trust for a minimum of 10 years. Local governments could remain involved as the owners of public land included in a regional trust and could retain control of infrastructure.

5. **What would the CRD's role be versus the role of the partner non-profit?**
   The CRD's role in the trust would be limited to policy development, property and lease management, and overall administration (e.g. overseeing the legal aspects of the land trust, coordinating land use agreements with municipalities for publically-owned parcels, and providing a meeting space for the Peninsula and Area Agriculture Commission (PAAC). The NGO would be responsible for operational management (e.g., employing a full time Program Manager and a part time Farm Caretaker and overseeing the PAC).

6. **If there is municipal support, how soon could a foodland trust be up and running?**
   The setup time for a foodlands trust depends on the condition and infrastructure of the lands. The legal aspects of the trust could be set up within a year of Board direction and approval. If lands provided require remediation and infrastructure, then additional time would be required before land could be made available to farmers.

7. **Why are you focusing on inactive local government-owned land formerly used for agriculture?**
   The study recommends that a farmland trust program initially target existing lands that are municipally-owned so as to eliminate the need to acquire private lands. Throughout the development of the land access program study, a number of parcels were discussed that are currently owned and being managed by local governments that could be re-purposed for a foodlands trust.

8. **What can we realistically expect the proposed foodlands trust to achieve?**
Benefits will vary depending on the amount of land and number of farmers that can operate on the parcels, however, the study anticipates the following: improved regional food security, partnerships with First Nations, preservation of natural asset services, job creation and spin-off enterprises, stimulation of support sector businesses, increased agri-tourism opportunities, new education and learning programs, protection of undeveloped green space, reduced need for ongoing maintenance (such as mowing, ditches, fence repairs).

9. **How can advocacy be used in addition to the proposed access program?**
Existing non-governmental organizations have laid important groundwork in seeing the fruition of a Regional Farmlands Trust. It will be important to continue to partner with these NGOs, as recommended in the report, in order to effectively promote and operate the trust. Other advocacy groups who would be natural partners for a regional farmlands trust include Indigenous Food Sovereignty proponents.

10. **How do we ensure that everyone benefits?**
The report explains some of the natural asset values that would be protected and maintained. These would benefit the wider community. Other spin-off opportunities include bringing more local foods to local markets and strengthening regional food security to become more resilient in the face of potential natural disasters both here and in other countries and regions which we currently rely on for food.

11. **Why can't taxation be used to accomplish the same objectives?**
The provincial tax policies are used as a carrot, not stick. In other words, there is no ability to tax a farmland owner for "not farming". Furthermore, the farmland taxation system is within the wheelhouse of the provincial government and outside the jurisdiction of local government.

12. **How could this work with other programs like parks?**
A farmland access program would work separately from the parks program system. While neither detracts from the other, a farmland trust would effectively mobilize land for food production while the parks program focuses more on conservation and recreation.

13. **What do farmers get out of the farmland trust?**
Farmers get more access to leased land at market prices. Currently, much privately-held farmland is owned by people who choose not to farm it or to lease it out to farmers. By using public lands that are viable for farming and offering the lands at fair agricultural lease rates, in line with other farmland lease rates in the region, more land can be mobilized for those wishing to start farming or who would like to expand their current farm operations but cannot find land to work on.

14. **What would the lease rate cover?**
Lease rates would reflect the value of *existing* infrastructure. New infrastructure could either be provided by the land-owner (with lease rate then increasing) or the farmer could provide the infrastructure and the value could subsequently be recouped (see below). Lease rates would also cover a portion of operational and administrative costs.

15. How do farmers' investments get transferred?

Once the term of the lease expires there are several options for transferring the value of on-site, farmer-paid investments:

1) The lessor (e.g., local government and/or NGO) can have the investments (and associated depreciations) assessed by a neutral third party and a lump-sum payment can be made to the farmer to buy them out. This payment can later be recouped by the lessor by charging a higher lease rate to the next farmer in acknowledgement of the increased value of the infrastructure available.
2) The outgoing farmer can sell the infrastructure directly to the incoming farmer.
3) The outgoing farmer can take the infrastructure with them to a new location.
4) A combination of the above may occur

In order for the investment transfer process to be completed smoothly, it is best if the farmer keeps detailed records and receipts of all land improvement investments. These investment transfer options should be addressed directly within the lease agreement.

16. What other models were explored? Why?

The land access study evolved from the Regional Food and Agriculture Strategy (RFAS), which contains 10 recommendations, generated through extensive farm/agricultural sector consultation, to reduce barriers to producing food. The study examined 7 tools to improve land access; land trusts, land banks, land connecting services, incubator farms, farm tax policy, restricted farmland ownership and regulation of farm leases. Land access was identified by stakeholders and the Regional Food and Agriculture Strategy Task Force as the number one barrier to farming and food production as compared to other recommendation from the RFAS.

17. Who was consulted? How?

The following stakeholders were contacted by the consultant by both email and phone for input into the study:

- ALM Farms
- BC Farm and Ranch Realty
- Close to Home Organics in Langley
- Capital Region Food and Agriculture Initiatives Roundtable (CRFAIR)
- District of Saanich
- Engineering Department, Central Saanich
- Engineering Department, Saanich
- Farm Credit Canada
- FarmFolk/CityFolk
- Fieldstone Garlic Farms
- Foodlands Cooperative of BC
- Gobind Farms
- Kwantlen Polytechnic University Richmond Farm School
- Kwantlen Polytechnic University Tsawwassen Farm School
- Lohbrunner Farm
- Metro Vancouver Planning
- Metro Vancouver Parks
- Peninsula and Area Agricultural Commission
- Sooke Farmland Trust
- Tsartlip First Nation
- UBC Farm
- University of the Fraser Valley
- Young Agrarians
- CRD Regional Food and Agriculture Strategy Task Force

Over the past few years, Central Saanich, North Saanich, Saanich and Sidney sent unsolicited letters of support to the CRD to find a farm land banking solution.

18. **How would the service approvals process work?**
A regional district may provide any service its participants determine is desirable for all or a portion of the regional district. A service establishing bylaw must be passed, which describes the purpose of the service, the areas the service will operate in, and how costs are to be recovered. The establishing bylaw must receive three readings and receive municipal council or electoral area director consent (if applicable). The bylaw then undergoes Provincial review and statutory approval by the Inspector of Municipalities (6-8 weeks), who may require approval of the electors (if applicable, 8-11 weeks). Once approved, the bylaw may be adopted by the Board. A Foodlands Trust would require a new service and an establishing bylaw for both a regional or sub-regional scale.

19. **Will all local governments be responsible for contributing funds even if some don't participate?**
No. Only participating areas pay for the services they are a part of. The services can be paid for by way of requisition, property value tax, fees and charges, and other methods, up to an annual maximum. A service may also be funded by grants, donations, and gifts. A regional district may provide charitable tax receipts for qualifying donations, such as those of land or estates.

The Mayor and Council May 2, 2019

My name is Jason Austin. I am a retired CPA and now an active farmer on 5 acres in Central Saanich. For the last 26 years I have donated my farm produce to the food banks.

I was the largest provider of fresh produce to the food banks in the Capital Region in 2018, sending in 42,000 lbs.

It is with these dual backgrounds that I write to you now about the CRD proposal for a farmlands trust. The links to the CRD proposal are at Item **7.13** of the agenda at https://www.crd.bc.ca/docs/default-source/crd-document-library/committeedocuments/capitalregionaldistrictboard/20190410/2019-04-10agendapkgrb.pdf?sfvrsn=98e9ccca_4 There are 6 reports to read. In addition, the CRD has written to the municipalities and made statements in a Question and Answer format.

In the past Saanich, Central Saanich, North Saanich and Sidney, supported

> ***the creation of a regional farm land trust and farm land acquisition fund to acquire a supply of land for lease to farmers, including incubator farm plots for new farmers.***

See Appendix 1. It is clear from those letters the municipalities contemplated a passive land holding trust that would lease to any farmer, and have incubator plots for new farmers.

What has been proposed by the CRD is very different. It calls for the lands to be actively administered by an NGO and leased only to entrant farmers, **and that the municipalities or others pay all the costs**

- **to provide fencing; irrigation, drainage**
- **to buy the farm equipment including tractors**
- **to provide a level of bureaucracy of 1 ½ persons at $70,000 per person to manage these farm lands**
- **for web site and advertising to compete with the existing farmers.**

This CRD proposal would use public funds to set up the entrant farmers in direct competition with the existing farmers, and then to advertise against them in the future. It is wrong.

The proposal acknowledges that the municipalities would have to subsidize these operations for ever into the future for at least $127,000 a year but that assumes all the grants are obtained. If they are not the municipalities would be on the hook for the extra shortfall.

Farmland ranks right up there with motherhood and apple pie, and the CRD proposal plays on those sentimental feelings but it lacks clarity. I have spent considerable time attempting to understand the figures bandied about in the proposal, and I cannot make sense of them. What is clear though is that the high costs arise because of the departure from the passive trust envisaged originally by the municipalities. Under their intent the only involvement would be the periodic

leasing of the lands which could be handled in-house by CRD staff. **It is the involvement of the NGO and the proposal to set up the entrant farmers in competition with existing farmers that creates this heavy cost.**

Not only is this wrong, but how much more evidence do we need to show that the CRD and NGO's are not equipped to operate or manage businesses – this would become the agricultural equivalent of the sewage project as the grants fell through and the entrant farmers fail.

The CRD erroneously claims that the BC Ministry of Agriculture say 50% of the farmland in the Capital Region is unproductive (Appendix 2)

The report also erroneously claims that Central Saanich spends $64,600 on its 18 acre field at Island View. Central Saanich spend nothing on that land (Appendix 3). This error is so obvious it makes one wonder if anyone read the proposal. Like the strange claim at page 6 that farmland can be used for swimming and recreational hunting! Really? – anyone swimming in a farm dugout takes their life in their hands! – and **recreational hunting** on farmland in the CRD? – did no one read this?

Another example of something that should have been caught, is in the CRD Appendices at page xiv:

> ***Agricultural activities taking place within a CRD foodlands access program would likely mirror existing regional farm practices. Within the CRD, the majority of farms do not include large numbers of animal livestock, although nearly half do have small poultry operations. The 2016 Agricultural Census indicates the following livestock and poultry data for CRD farms:***
>
> > *• 46% include chickens in their operations (**average of approximately 300 birds on those farms, which is considered small scale**)*

This is the table where these numbers came from:

Census of Agriculture Data (continued)	2006		2011		2016	
Animals on Farms	Farms	Number	Farms	Number	Farms	Num
Hens & Chickens	382	449,487	456	232,779	465	152,4

The consultant divided 152,879 birds by 465 farms, and concluded that farmers had 300+ bird each. But these numbers cannot be averaged as the consultant did. Poultry growing in BC is on a quota system for more than 200 birds, and no new quotas is available for Vancouver Island. There are two groups of growers - a few commercial growers who have many thousands of birds, and the rest of us with small flocks. The numbers cannot be averaged, and to say the average farmer has 300 birds and that new entrants may grow 300 too, is plain wrong. Again you have to ask "did no one read this stuff"?

An astonishing omission in the CRD proposal is that there is no projected business plan from the perspective of the proposed entrant farmers. The only numbers that are hinted at are in Table 7

of the main report at page 23. There the report suggests these new farmers will gross $100,000 on 5 acres, $50,000 on 20 acres of hay production, and $500,000 on 80 acres of mixed use. There is nothing to substantiate these high numbers. The authors of this CRD report also did a report to Saanich in 2016 "District of Saanich Agriculture and Food Security Plan Background Report" that included this table

Table 11. BC Assessment Farm Income Summary – District of Saanich (Jurisdiction 308)

	Minimum Income Levels			
Income Ratio Group	**$10,000 (< 0.8 ha or 2 acres)**	**$2,500 (0.8 – 4 ha or 2 to 10 acres)**	**$2,500+5% (> 4 ha or 10 acres)**	**Grand Total**
1.000 - 1.249	0	16	3	19
1.250 - 1.499	1	5	1	7
1.5 - 1.749	0	9	2	11
1.75 - 1.999	0	3	2	5
2.000 - 2.999	1	7	0	8
3.000 - 4.999	0	4	4	8
5.000 - 9.999	1	2	3	6
>=10.000	1	3	2	6
	4	**50**	**17**	**71**

To get farm status, farms much achieve minimum gross income levels which are set according to their size. Under 2 acres is $10,000; between 2-10 acres is $2,500; and more than 10 acres is $2,500 plus 5% of the land value. Looking at the middle column of farms between 2-10 acres, the first row shows that 16 farms (32%) only did between 1 – 1.249 of their minimum, ie between $2,500 - $3,122 (1.249 x $2,500). And at the high end of the scale, **only 3 farms out of 50 did more than $25,000 (10 x $2,500).**

In other words, this table says that **94% of the Saanich farms between 2-10 acres, achieved less that $25,000 in gross income.** Yet the same authors in the CRD proposal now suggest a new farmer with no experience will gross $100,000 on 5 acres!

It may be that some entrepreneurs will achieve higher income by value adding – like making jam from berries, or establishing a produce box business, but value added does not count as farm income.

I have seen the sample letter that CRFair is asking people to send to you, but CRFair themselves say on their website:

> ***In the Capital Region, most of our food providers continue to struggle with economic viability.*** *We are blessed with rich alluvial soils and a favourable growing climate that can produce food year round.* ***Despite these advantages, competition with "cheap foods" from global sources has led to a decline in our ability to support local infrastructure and capacity to maintain a secure regional food supply.*** [my emphasis]

http://www.crfair.ca/new-page

If the established, experienced farmers are struggling, how do we expect inexperienced entrant farmers to survive? The CRD report says that farmers are getting older – that is because their kids are smart enough to see there is no financial return for the hard work that farming requires!

Consider this quote from the 2004 "A baseline assessment of food security in British Columbia's Capital Region"

> … Canadians have become so accustomed to paying a minimal amount for food that farmers now spend 86 cents in operating expenses for every dollar they make from receipts of agricultural products …

This is what the Stats Canada report said of total gross farm receipts

Census of Agriculture Data		2006	2011	2016
Total Farmland Area[5]	ha	13,563	13,606	13,265
Number of Farms	#	991	1,093	1,003
Average Farm Size	ha	13.7	12.4	13.2
Total Farm Operators	#	1,430	1,660	1,495
Total Farm Capital		$958,435,626	$1,573,835,484	$1,398,032,746
Total Gross Farm Receipts		$54,261,663	$50,874,004	$64,588,697

It won't be good math but think about this: If 1,495 farmer operators gross $64,588,697, the baseline report above suggests they will net only $6,048 per operator. ($64,588,697 x .14 / 1,495). The math can be challenged, and the large commercial farmers will make more, but the point is that most small farmers make little money.

If this proposal were to proceed, the likelihood is the majority of the entrant farmers would fail, and the municipalities would be called on to bail them out. And at the same time, the existing farmers would be harmed from the unfair competition created by taxpayer funds.

That 2004 report "A baseline assessment of food security in British Columbia's Capital Region" said on page 7:

> *In order for local farming to thrive, consumers must pay a price that is reflective of the costs of production – the real cost of food.*

There are thousands in need in the Capital Region who cannot pay the cost of produce now, and there lies the conundrum for you:

- **Do you spend public money as suggested by the CRD, to set up entrant farmers who will compete with the existing farmers, and will need consumers to pay higher prices in order for them to survive and therefore put food further from the reach of those in need,**
- **or do you set up a program designed to provide affordable nutritious food for those in need?**

I walk the walk. For 26 years I have donated all my farm produce to those in need, and I believe that is where our resources should be applied. I will write a separate letter with ideas for that.

I recommend you reject the proposal by the CRD for an NGO administered farmland trust

- it is factually inaccurate;
- it is reliant on grants from other agencies which are not guaranteed
- it can only succeed if food prices are driven up in the Capital Region
- no business case has been made for the entrant farmers, and the likelihood is they will fail
- it would use tax payer funds to harm the existing farmers, many of whom are struggling
- and it talks as if it will magically create farmland from thin air, but that farmland already exists in public hands and is protected by Council and by the province under the ALR

I recommend you support the intent originally envisaged by the municipalities for

> ***the creation of a regional farm land trust and farm land acquisition fund to acquire a supply of land for lease to farmers, including incubator farm plots for new farmers.***

with the clarification that this be a passive farmland trust run by the CRD staff, and there be no administration of the leased land other than in the normal role of landlord..

Yours truly,

Jason Austin
Lamont Road,
Saanichton

Appendices below:

Appendix 1 - Past municipal support for a land bank

February 2014 Central Saanich

1. *Building on the existing regional water service, continue to provide farms with bulk water at reduced rates and support expansion of the water delivery system where it can be demonstrated to support local food production and processing;*
2. *Support, through prioritized regional gas tax funding, agricultural drainage infrastructure projects that demonstrate a benefit for local food production;*
3. *Ensure that regional composting of organic waste protects the agricultural land base, and provide a mechanism for farms to access compost at a bulk rate that is affordable in the quantities necessary to enhance farm soils for food production;*
4. *Create a regional office for agricultural extension and business development to support innovation and growth in local food production, processing and marketing, with a mandate to focus on the following:*
   a) *Regional food distribution;*
   b) *Regional processing and storage infrastructure*
   c) *Support for institutional purchasing of local products*
   d) *Support for innovation and funding (navigating provincial and federal funding programs); and,*
   e) *Collection and analysis of data on regional farming.*

Furthermore, Council suggests the CRD seek funding from the Province to support the creation of this regional office and the Ministry of Agriculture has indicated interest in exploring this model if there is regional support.

In addition, the District reiterates its request for the CRD to support the following (as initially requested in 2011)::

5. *Create a regional farm land trust and farm land acquisition fund to acquire a supply of land for lease to farmers, including incubator farm plots for new farmers;*
6. *Create a farmland-wildlife stewardship programme to pay farmers for providing ecological goods and services, and establish a regional levy to fund the programme; and,*
7. *Guide institutions (universities, school districts, health care facilities, local governments, etc.) within the region to adopt procurement policies to buy locally produced food by investigating legal hurdles and providing examples of approaches that have proven successful.*

2014 July Town of Sidney

WHEREAS the Capital Region is working to support agriculture and farming through the Regional Sustainability Strategy and the Regional Food Systems Sub-Strategy;

AND WHEREAS individual municipalities have begun efforts to work regionally to support these aims;

BE IT RESOLVED that the Town of Sidney work in concert with the CRD and other regional municipalities to support a regional farm trust and farm land acquisition fund to acquire a supply of farm land, and including land already acquired, for lease to farmers, including incubator farm plots for new farmers;

AND FURTHER RESOLVED that the CRD Board be notified of this resolution and encouraged to work actively toward this initiative.

2014 October North Saanich

That Council direct staff to send a letter of support to the CRD and other municipalities to consider establishing a regional farmland trust and farmland acquisition fund.

2016 September North Sanich

The District comments on the Strategy's recommendations and actions in context of the following District of North Saanich Strategic Plan objectives:

To enhance protection of regional rural and agricultural municipalities and public agricultural holdings in the region with a farm land acquisition program.

and

Draft Food and Agriculture Strategy

The District supports the Strategy recommendations and actions and encourages the CRD to strengthen the actions needed to achieve the following:

a. Food Security & Production - encourage the development of a regional agriculture plan which improves food security and production and discourage non-farm use of agriculture land, including federally owned crown land; and make regional food trust a high priority;
b. Economic support – encourage the CRD to support farmers and local governments with marketing, drainage and wildlife control and water rates; and
c. Partnerships –improve the CRD capacity to address regional issues such as supporting a regional agrologist specific to the region and support the CRD to find a solution to lack of cattle abattoir and other related farming infrastructure, in the region or on the island.

Thank you for considering our comments on the Food and Agriculture Section and the draft Food and Agriculture Strategy. The District supports consistent regional direction to strengthen the food and agricultural sector.

2016 December Saanich

Exploration of Farmland Trusts

This letter confirms that at their meeting held December 12, 2016, Council considered the Capital Regional Food and Agriculture Initiatives Roundtable (CRFAIR) "Findings Report – Exploring Farm and Food Lands Access in the CRD: A Local Government Farmland Trust Approach" and resolved as follows:

"That Council:
1. *Receive, with thanks, the Capital Regional Food and Agriculture Initiatives Roundtable (CRFAIR) "Findings Report – Exploring Farm and Food Lands Access in the CRD: A Local Government Farmland Trust Approach" for information;*
2. *Request that the CRD Board refer the development of a regional farmland trust to the proposed Regional Food Security Task Force as a priority initiative; and*
3. *Support continued work to explore a farmland trust in the Capital Regional District, through participation in the proposed "Capital Region Food and Agriculture Strategy Plan" companion Task Force."*

017 September North Saanich

23-AAC DISCUSSION: The Agricultural Advisory Commission agrees in principle with the idea of farmland trust and recommends to Council that the District of North Saanich work in concert with the CRD and other regional municipalities to support a regional farm trust and farm land acquisition fund to acquire a supply of farm land, including land already acquired, for lease to farmers at fair market value, and incubator farm plots for new farmers provided that the regional farm trust and farmland acquisition fund address the following concerns:

- full public consultation process on all acquisitions and expenses;
- a cap to be set on taxpayer funding;
- possible unfair competition of existing local farmlands must be addressed in a fair and equitable way; and
- a management and sound business plan must be presented.

And, further resolved that the CRD Board be notified of this resolution and encouraged to work actively toward this initiative.

Food and farmland trusts provide long-term protection of farmland and are one mechanism used to help farmers secure affordable, long-term land tenures in the face of increasing land prices. They are voluntary agreements involving the sale or donation of property or a perpetual conservation covenant by a will/ estate of a land owner to a government agency (e.g., District of North Saanich) or a private, non-for-profit land trust organization (e.g., Salt Spring Island Farmland Trust) and are intended to complement the existing provincially designated Agricultural Land Reserve.

A food and farmland trust can also broaden its mandate to help strengthen the economic viability of local agriculture by:

1) becoming the coordinating body to promote and develop economic opportunities for local farmers;
2) increasing local agricultural training and mentoring opportunities for existing and new farmers;
3) supporting the implementation of beneficial farm management practices; and
4) advocating for policies to preserve and enhance regional agriculture.

A broader mandate for the proposed trust would not only be consistent with the "North Saanich Agricultural Plan", it would also be consistent with the "Whole Community Agriculture Strategy" and "The Economic Development Strategy for Agriculture in North Saanich." Thus, the AAC and Staff are in support of the concept of a regional food and farmland trust and acquisition fund and fully support feasibility and further exploration moving forward of this important mechanism to increase land access in the CRD.

A broader mandate for the proposed trust would not only be consistent with the "North Saanich Agricultural Plan", it would also be consistent with the "Whole Community Agriculture Strategy" and "The Economic Development Strategy for Agriculture in North Saanich." Thus, the AAC and Staff are in support of the concept of a regional food and farmland trust and acquisition fund and fully support feasibility and further exploration moving forward of this important mechanism to increase land access in the CRD.

Appendix 2 - Percentage of land in the ALR that is productive

The CRD proposal claims that only 50% of the ALR land in the Capital Region is productive, and quotes the BC Ministry of Agriculture as the source of this. This is an extract from the CRD proposal:

> **Farmland Productivity**
>
> Only 50% of the CRD's ALR is in production[4]. The underutilization of farmland, both now and in the future, is a lost regional opportunity. With over 50% of the
>
> [4] BC Ministry of Agriculture. 2016. Agriculture in Brief, Census of Agriculture, British Columbia Provincial Profile.

This is not correct.

Here are tables from the BC Ministry of Agriculture analysis of the 2016 agricultural census of the Capital Region. For brevity I have only shown what I believe is relevant. See the link for the whole table.



Jurisdictional Makeup

Member Municipalities: Central Saanich, Colwood, Esquimalt, Highlands, Juan de Fuca, Langford, Metchosin, North Saanich, Oak Bay, Saanich, Saltspring Island, Sidney, Sooke, Southern Gulf Islands, Victoria & View Royal.

Population (2016)[1]	#	383,360
Jurisdictional Land Area[2]	ha	234,049
Agricultural Land Reserve (2017)[3]	ha	16,396
Population Increase (2011-2016)[4]	#	23,369

Census of Agriculture Data		2006	2011	2016	Share of B.C. 2016
Total Farmland Area[5]	ha	13,563	13,606	13,265	0.5%
Number of Farms	#	991	1,093	1,003	5.7%
Average Farm Size	ha	13.7	12.4	13.2	na
Total Farm Operators	#	1,430	1,660	1,495	5.7%
Total Farm Capital		$958,435,626	$1,573,835,484	$1,398,032,746	3.7%
Total Gross Farm Receipts		$54,261,663	$50,874,004	$64,588,697	1.7%
Total Number of Employees	#	na	2,044	1,355	3.0%
Farmland Use	**ha**	**13,563**	**13,606**	**13,265**	**0.5%**
Crops[6]	ha	3,858	4,752	4,464	0.8%
Summerfallow	ha	23	37	76	1.4%
Tame or Seeded Pasture	ha	1,061	1,647	1,420	0.7%
Natural Land for Pasture	ha	3,773	2,560	3,760	0.3%
All Other Land[7]	ha	4,847	4,610	3,545	1.0%

End Notes

1 Source: Statistics Canada. Census of Population.
2 Source: Statistics Canada, Geosuite: http://www12.statcan.gc.ca/census-recensement/2016/geo/index-eng.cfm
3 Source: Adapted from Agricultural Land Commission. Agricultural Land Reserve as of January 1, 2008 (for 2006) & April 1, 2012 (for 2011) & April 2017 (for 20
4 Source: Adapted from Statistics Canada. Censuses of Population.
5 Total farmland area includes both workable and non-workable land on farm operations in B.C.
6 Crops include hay crops, field crops, field vegetables, fruits and nuts, sod and nursery products.
7 Other farmland area includes: woodland, wetlands, Christmas tree land, land on which farm buildings, barnyards, lanes, home gardens, greenhouses and mushroom houses are located, and idle land.
8 Does not include those crop areas suppressed to meet the confidentiality requirements of the Statistics Act.
9 The "number of farms reporting" may not equal the sum of the parts because farms reporting more than one category (or activity) are only counted once.

This table shows the 2016 total farmland area is 13,265 ha and the area of the ALR is 16,396 ha. **This suggests that 81% of the ALR is productive.**

I emailed the author of the proposal and asked why the report said only 50% of the farm land is productive when the statistics show 81%. The answer given was:

> *The numbers in the agricultural census indicate 16,396 ha ALR as you note. Under Total Farmland Area, we subtract the subcategory of "All Other Land" which includes woodlands, wetlands, and other non-farmable areas (see Footnote 7 of that Ag in Brief document). When that adjustment is made you get 53% productivity in 2006, 59% in 2016. I still think this is an overestimation, as per Footnote 5, which explains that the total Farmland Area (13,265 ha) includes both workable and non-workable land. However, it's the best figures we have, short of a full Agricultural Land Use Inventory. Interestingly, this is one of the last regions in the province to conduct an Agricultural Land Use Inventory*. [my emphasis]

This answer is troubling.

1. The CRD proposal stated it was the BC Ministry of Agriculture who said that only 50% of the ALR is productive. **They did not**. On the face of it, the Ministry data shows that **81%** of the ALR is productive It appears that the claim that 50% of the ALR is unproductive was simply plucked from the air.

2. In the response above, the statement was made: "*... we subtract the subcategory of "All Other Land" which includes woodlands, wetlands, **and other non-farmable areas***". This was not accurate either and the example given was misleading. Following is the Note 7 to the Ministry data – nothing is said about "non-farmable":

   > *7. "Other farmland area" includes: **woodland**, wetlands, **Christmas tree land**, land on which farm buildings, **barnyards**, lanes, home gardens, **greenhouses** and **mushroom houses** are located, and idle land.*

   Far from being "non-farmable", the category of "All other land" includes some of the most intensely productive land in the ALR – chicken barns, green houses, and mushroom barns. Woodland and Christmas tree land are productive farm uses. Home gardens are productive. None of this should be deducted from the calculation of productivity.

This discussion only addresses the false claim in the CRD report that the BC Ministry of Agriculture said that 50% of the ALR land is not productive. What this discussion does not address, is if the use made of the farmland is the highest and best use of that farmland. You only have to look around to see that the bulk of the farmland is in grass, and not in food crops. That is another issue.

3. Apples and oranges

The discussion above followed the direction used in the CRD proposal of dividing the farmed area by the area of the ALR. But even this was wrong because these data sets are coming from different sources and the numbers speak of different things.

Population (2016)[1]	#	383,360
Jurisdictional Land Area[2]	ha	234,049
Agricultural Land Reserve (2017)[3]	ha	16,396
Population Increase (2011-2016)[4]	#	23,369

Census of Agriculture Data		2006	2011	2016	Share of B.C. 2016
Total Farmland Area[5]	ha	13,563	13,606	13,265	0.5%

The BC Agriculture web pages shows the ALR data came from the ALC

3 Source: Adapted from Agricultural Land Commission. Agricultural Land Reserve as of January 1, 2008 (for 2006) & April 1, 2012 (for 2011) & April 2017 (for 2016).

And the total farmland area and numbers below that came from Statistic Canada.

Source: Statistics Canada and Adapted from Statistics Canada. Census of Agriculture, 2006, 2011, 2016, unless otherwise specified.

These are not the same thing.

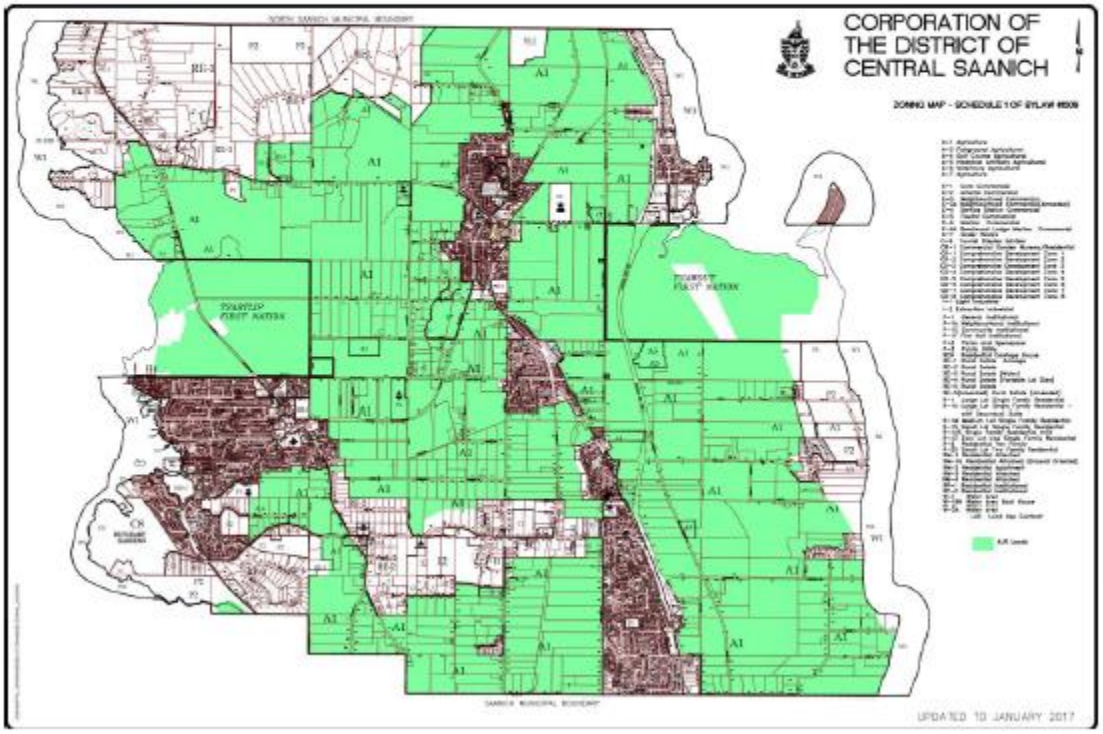
- **The ALR area in the Capital Region** is measured by the BC Assessment Authority regardless of what is on it. Below is a map of the ALR lands in Central Saanich Notice the ALR area in Central Saanich includes two First Nations reserves, several municipal parks such as Centennial Park, and even the high school at Stelly's.

- **The "Total Farmland Area"** is the total farmland area in the Capital Region as self reported by farmers to Statistics Canada. Some small amount of this reported farmland lies outside the ALR boundaries.

In other words, the ALR area of 16,396ha appears to be significantly inflated by First Nations Reserves, municipal parks, and schools, none of which are seriously intended to be farmed. I have asked BC Assessment Authority and the Agricultural Land Reserve for confirmation that these areas were counted in the ALR area measured as 16,396ha, but have not heard back yet. If they were, then the productivity ratio would rise substantially when they were removed.

The "Total Farmland Area" includes some farms outside the ALR boundaries. I suspect this will not be significant but it should be known.

The bottom line is the "Total Farmland Area" and the "ALR area in the Capital Region", are measuring difference things – they are apples and oranges – and they should not have been used to measure farmland productivity as they were.



Appendix 3 - Cost to Central Saanich to maintain the 18 acres at Island View Road

The CRD report states at page 20:

> *... the annual maintenance activities associated with a 19-acre field adjacent to Island View Park in Central Saanich includes mowing, ditch clearing, and routine maintenance (e.g., fencing inspections and repairs) and currently amounts to approximately **$3,400 per acre per year, or $64,600 per year for the whole 19-acre site.***

And at page 28 states

> *Local case studies identify the costs incurred to maintain public lands "as-is" currently range from $360 **to $3,400 per acre per year**, depending on the site characteristics and the level of public access. These figures should be kept in mind when considering investment levels associated with the costs of running a farmland access program.*

And elsewhere it uses this $3,400 per acre per year, to say in effect that municipalities are spending up to this $3.400 per acre each year so it won't really cost them much to give the land to the proposed Farmland trust.

The reality is that Central Saanich spends nothing on this 18 acre field (not 19 acres as said in the report). Central Saanich acquired this property for free as part of an approval for an upland subdivision. The land is not drained. The fences have not been touched in years. And a neighbouring farmer cuts the grass for nothing. On the south and east sides of the field is a major drainage ditch that serves the upland areas as far away as Welch Road, but this has nothing to do with the field. The ridiculous number of $64,600 should have raised an alarm with the consultant. And everyone at the CRD knows there is no work to this field, so how could this major error have come uncaught through the Committee stage and then the full CRD board? It would seem that no one bothered to read the proposal.



From: Julie Coneybeer
To: Suzette Chapman
Cc: Matthew Baldwin; Christina Bell
Subject: FW: For Information: RE: Regional Foodland Access Program
Date: Tuesday, May 7, 2019 2:35:59 PM
Attachments: CRFAIR_RFFLTCorrespondence_Langford.pdf
CRFAIR_RFFLT_Infographic.pdf
CRFAIR_RFFLT_SelectedLOS.pdf

Hi Suzette, Matthew had mentioned to me that these documents can be included as information to the back of the report he's preparing for June ?? Council. Thx

Julie Coneybeer
Executive Assistant
City of Langford, 250-478-7882 (ext 4204)

From: Keeley Nixon <knixon@crfair.ca>
Sent: Tuesday, May 7, 2019 10:49 AM
To: Mayor Young <mayor@langford.ca>; Denise Blackwell <dblackwell@langford.ca>; Norma Stewart <nstewart@langford.ca>; Lillian Szpak <lszpak@cityoflangford.ca>
Cc: Linda Geggie <lgeggie@telus.net>
Subject: For Information: RE: Regional Foodland Access Program

Mayor Young and Councillors Blackwell, Sahlstrom, Seaton, Stewart, Szpak and Wade,
On behalf of CRFAIR's Executive Director Linda Geggie, please find attached additional information directly relevant to the current topic of the CRD Regional Foodland Access Program.

Of note is both the attached infographic providing a clear overview of the topic and a selection of letters of support that the CRD has received regarding this topic.

Please feel free to contact us with any questions you may have at anytime,

Sincerely,
Keeley Nixon

--
Keeley Nixon
Farm & Foodland Access Coordinator
Capital Region Food and Agriculture Initiatives Roundtable
knixon@crfair.ca
www.crfair.ca
m: +1 778 677 8223

Capital Region Food and Agriculture Initiatives Roundtable Society
PO Box 46002 Quadra Street
Victoria, BC | V8T 5G7
Unceded Lekwungen and W̱SÁNEĆ Territories
Phone: 250-896-7004
Email: info@crfair.ca
Web: www.crfair.ca

May 7, 2019

The following documents are a selection of letters of support for a Regional Food and Farmland Trust from CRD residents submitted to the CRD Planning and Protective Services Committee for the Feb 20, 2019 meeting in response to agenda item 5, Regional Foodlands Access Program Feasibility Study. Additional letters can be provided upon request and an additional show of support from residents can also be see via the online petition at: https://bit.ly/2VHkhiR. For letters and motions of support from municipalities, please see the file at: https://bit.ly/2PKUb9g from the September 6, 2017 Planning and Protective Services Committee.

Sincerely,



Linda Geggie
Executive Director, CRFAIR
Capital Region Food and Agriculture Initiatives Roundtable
250-896-7004

Falkowski 1/1

Attention:

CRD Chair
CRD Board of Directors
CRD Planning and Protective Services Chair and Committee

Re: CRD Food and Farmland Trust

I own and operate a small mixed vegetable farm, called Sweet Acres Farm. As a young farmer who leases land at Lohbrunner Community Farm, which is held in trust with Farm Folk City Folk and the Foodlands Cooperative of BC, I cannot stress enough the importance of protecting farm land through land trusts. As a farmer starting out in the Capital Regional District, I can say that the cost of land is prohibitively expensive for those looking to get started in agriculture here. There are many costs involved with starting any business, but the returns from farming, even successful farms, are not generally enough to pay mortgage payments on land in this region. And so the only way for most young or beginning farmers to get started is by leasing land. And while it can be successful for farmers to lease farmland from private landowners, these arrangements are inherently lacking in stability, and more needs to be done, with local municipalities stepping in to protect farmland for their local regions.

This is where a CRD supported farm land trust could come in.

The Regional Food and Agriculture Strategy was created to support the implementation of the CRD Food and Agriculture Strategy. The CRD Food and Agriculture Task Force has been working to provide guidance and support to the implementation of the Strategy. Over the past year, they have done considerable work to review the different strategies for increasing the protection and access of farmland in the CRD.

A proposal is coming before the Board to consider the results of the study done by Uplands Consulting: Capital Regional District Regional Food Lands Improvement Feasibility Study and Business Case. This report is to look at different approaches that can be taken to support food lands access and recommends supporting a Farmland Trust and land bank model.

Small scale agriculture is a very important piece in developing a more food secure CRD. While larger scale farms producing grains and other staple crops do, and will continue to play a role in our current food system locally, small scale agriculture can produce huge amounts of food - in particular fruits, vegetables, meat, and eggs/dairy for our region - helping to develop and maintain a stronger and more resilient local food system. And this, of course, will only grow in importance as climate change continues to cause increasing problems (ie. wildfires, flooding, higher cost of transporting goods) in areas that have traditionally, in recent years, supplied much of the food to the CRD (i.e. California, the Okanagan).

And so we all, as individuals and as municipalities, need to do all we can to support, develop, and maintain our local farmers and food lands. This cannot be understated. A CRD owned and supported Farmland Trust would be an excellent way to do this, helping to ensure that new and beginning farmers (of who there are many interested individuals) can have a stable land leasing situation in which to steward land, making a right livelihood for themselves, while feeding and nourishing their communities with locally produced food.

Sincerely,
Ariella Falkowski
1152 Lippincott Rd
Victoria, BC
V9C 2Z6
778-679-3313

Greene 1/1

Dear CRD Board of Directors,

I am writing to express my support for a Regional Food and Farmland Trust. Up until this year, I have been a market gardener and flower farmer in NS.

As a taxpayer, I would be delighted to know, and take comfort in the fact, that some of my tax money is going towards securing public ownership of the farmland that will be needed to feed our children and grandchildren in the future.

As someone who is deeply concerned about the rising age of farmers, and the increasing difficulty for young farmers to access suitable land tenure for farming, I believe that this is one of the only ways of ensuring that young farmers can access land affordably. I have spoken to many young and new farmers (or would-be farmers) who have expressed despair at ever being able to access land, who bemoan the cost to buy it, and/or who have said that they, by necessity, choose other employment, not as a preference, but because access to land is out of reach for them.

As a market gardener, I understand the challenges that new and small scale farmers face, and believe that a Food and Farmland Trust can address some of those issues. I do NOT believe that a properly-run FFT would set up any kind of unfair or subsidized competition against farmers, if leased at market rates. Furthermore, my experience, and the experience of others I know who have run successful market gardens, is that with access to suitable land, farming is a viable career option.

As an observer of the global food system, I am deeply concerned about the many factors threatening that system (eg. climate change, unsustainable population growth, environmental degradation, irresponsible development, foreign acquisition of Canadian farmland, etc.), and believe that establishing a robust Food and Farmland Trust which takes every opportunity to secure public ownership of good farmland for agriculture in perpetuity is not only a noble goal, but a necessity. And I believe that by being so dependent on such a vulnerable system, we in the CRD are at risk of finding our food supply threatened in the future.

Please support a Regional Food and Farmland Trust.

Thank you,

Bernadette Greene

Maxwell 1/2

Letter in support of a Regional Food and Farmland Trust

To:
CRD Chair and Board
CRD Planning and Protective Services Chair and Committee
6th Floor Board Room
625 Fisgard Street
Victoria BC
V8W 1R7

February 15 2019

Re: Letter of support of a Regional Food and Farmland Trust

Dear CRD Officials

This is a letter of support for establishing a Regional Food and Farmland Trust, the reasons are based on my forty years of experience and observations of public lands used for agriculture in the CRD.

The 'public' lands include the Horticulture Centre of the Pacific, Newman Farm (FLT of greater Victoria); Haliburton Farm, Madrona Farm, and now the newly established/in process Sandown Property and Woodwynn Farm.

All of these established lands have contributed greatly to:

- the horticultural and agricultural knowledge of the region
- the provision of produce to the local communities in various modes
- Teaching and learning of soil science, plant science, growing techniques, landscaping and gardening and other pursuits.

There are those who believe this is 'costly', of course there are costs, the whole educational system is costly but who amongst us would say no funds for this type of education.

In considering all of the thousands of hours of valuable and effective volunteer time the benefit – cost is far in favor of benefitting our citizens and young people now and of the future on food production and growing methods. The volunteering and other help will continue.

It is well documented that 'knowledge or information is the key for advancing a stable and sustainable society".

Further benefits and future initiatives on public agricultural lands include:

- Many retired knowledgeable farmers and professional people continue to come to the CRD and wish to contribute to horticultural learning, soil science and entomology for example, but they require lands and well managed organizations.
- The high schools and universities in the CRD graduate thousands of young people each year, and many wish to learn and explore and grow careers in the world of food and agriculture – they also require land and training with longer term organizations.
- Most significantly many young bright and capable organic growers are always looking for long term land on which to grow produce, and with some to expand current operations.

- In reflection of the above comments, if these pieces were in place there would likely be an additional place for helping First Nation's people with growing and food sustenance.
- There continues to be a large need for community gardens as now so many people reside in apartments and condominiums and wish to be active and improve their health.
- There is a lingering need for an effective connection with public health, better eating, healthy growing and the understanding of nutrition - for example combating the large growing Diabetes Concern.

It has been mentioned that we require more research into and demonstration farms "in the local context" for projects such as:
- Use of hoop houses (plastic green houses) for growing berries, tree fruits and other crops; and for seasonal extension of winter crops
- With the declining pollinator populations, studies into flower selections, bee habitat and nesting sites; this is a global concern as well
- Cover crops and soil erosion prevention, mulching techniques and regional composting studies and strategies; and soil management techniques for our clayey silt lowland soils.
- Irrigation and drainage demonstration sites (longer term sites), to include fertility, methods and sources of nutrients
- need for new plant testing sites for climate change, such as times of flowering and pollination
- Biodiversity on-farm studies of small forests, riparian and hedgerows and their contributions to growing and sustainability.

> *Here more accessible and well managed long term land is required, we cannot easily do these pursuits on private lands.*

Farmers have continued to mention they would like more land to expand their productive capacities and plant varieties. Often farmers require more winter storage capacity or facilities and effective cold storage for larger crop production.

Seed savers may need more facilities, for example harvesting and keeping a larger volume of seeds for pollinators. One bee keeper mentioned the peninsula needs about 600 acres of 'bee' flowers to have a proper honey industry.

> *Here more accessible and well managed long term land is required, and to have the planning options of best site selection.*

The only small concern I have seen over the years (at some sites) is the need for effective management practices. I think with training this can easy be rectified.

I summary there is a need for more public lands to be made available for food and agriculture programs.

Sincerely

Robert Maxwell
R M

Past Chair Peninsula and Area Agricultural Commission
Past Chair Peninsula Country Market Society
Past Director Direct Farm Marketing Society
Advisor Farmland Trust of Greater Victoria Society
Retired from BC Institute of Agrology

Cadboro Bay Residents Association

Feb. 14, 2019

Attention: CRD Chair
CRD Board of Directors
CRD Planning and Protective Services,
Chair & Committee
6th Floor Boardroom
625 Fisgard St.
Victoria, BC V8W 1R7

RE: CRD FOOD & FARMLAND TRUST

The creation of The Regional Food and Agriculture Strategy and the CRD Regional Food and Agriculture Strategy is a necessary, positive and progressive step.

Over the past year, there has been a review of different strategies to increase the protection and access of farmland in the CRD.

We would like to draw your attention to the proposal coming before the Board to review the Uplands Consulting: Capital Regional District Regional Food Lands Improvement Feasibility Study and Business Case. The study looks at different approaches to support food lands access and recommends supporting a Farmland Trust and land bank model.

It is critical the CRD prioritize food security given the new uncertainties created by climate change, increasing international political instability and the rapid pace of development in the region. Any one of these factors would be sufficient cause for concern. The cumulative impact makes it imperative to take effective action to preserve food security as soon as possible.

c/o 2495 Arbutus Road ,Victoria BC V8N 1V9 • E: board@cadborobay.net • W: www.cadborobay.net

Amrhein 1/1

Date: February 18, 2019
ATTN: CRD Chair, CRD Board of Directors, CRD Planning and Protective Services Chair and Committee
Re: CRD Food and Farmland Trust

A proposal is coming before the Board to consider supporting food-production land access, and a 'farmlands trust' model and I'd like to add my voice of support for this undertaking.

In my years of farming, we've struggled with finding stable access to suitable farmland to grow our business on, and have been periodically threatened with the loss of the farm as a result. I've also watched as several of my farming peers have moved their businesses to other areas or shut down entirely due to loss of rented land. Our farm has managed to hold on despite not being able to plan beyond the next year and not being able to make long-term investments in the business that would allow my food to reach a wider regional customer base. It would be challenging for any business to thrive in conditions like this.

But on the bright side we have one of the best environments for growing food in Canada, with a growing population and vibrant food scene that depends on locally-grown food. We have many young people who want to farm and we have persistent, committed, sustainable local farms who have the drive to continue producing high quality food.

Small farm businesses like mine can be profitable and can contribute huge yields of food to the local economy and thousands of pounds of food to local food banks, yet are unable to afford to buy the food-production land that is set aside as such. What is needed in order for small-farm agriculture to thrive and continue to add vibrancy to the region, to contribute to tourism and to food security is for farmers to have stable, long-term access to affordable, good quality food-production land.

Land-trusts could be a very effective part of the solution to regional food security by allowing new farmers to start their own farms, and also by encouraging an environment where existing small-scale farmers can have the stability in order to plan and grow, to employ more local people and become long-term sustainable stewards and protectors of farmland. I truly hope to see a farm-land trust develop in the near future and I look forward to the stronger farming community that will result.

--
Ilya Amrhein
Square Root Organic Farm

Jen Rashleigh
10211 West Saanich Road
North Saanich, BC
V8L 5T8

Capital Regional District Board of Directors
625 Fisgard Street
PO Box 1000
Victoria, BC V8W 2S6

Re: your February 20 Board decision on the creation of a Food and Farmland Trust in the region

Dear Board of Directors,

I am writing to express my wholehearted support the creation of a Food and Farmland trust in the region. I live in North Saanich, and prior to this lived and worked in Vancouver, running an educational and therapeutic urban farm in central Vancouver.

In my work I encounter many, many young people who are passionate about growing food. They go through training to become farmers (through the UBC Farm practicum, the UBC Land and Food Systems program, or the Kwantlen Sustainable Agriculture Program to name a few) only to find that they are completely unable to buy their own land. Land prices are completely beyond their reach. They cannot find secure, reliable long term leases needed to invest in building the infrastructure or planting the perennials required to develop a viable farm operation. **Long term access to land is the number one barrier facing young farmers today. And this barrier is enormous.**

I can also speak personally to say that the young farmers movement is one of the most exciting developments I have been able to participate in. Farming, particularly small scale organic farming, is seen as a positive, hands-on response to so many of the issues that we face today, including climate change, overuse of fossil fuels, environmental degradation, urbanization, etc. There are so many young Canadians eager to grow food and engage in sustainable, life-giving employment. I firmly believe that it is the responsibility of government to help create the opportunities for them by creating farmland trusts.

ALR land is an important step in protecting farmland , but if this land is financially beyond reach for most, the ALR land will not be actively farmed. My favourite chuck of farmland-- a 5 acre ALR lot on my morning walk-- is now being sold for $1.2 million, and a residential house being built on it. **ALR land that simply serves to supports the lifestyle of wealthy residents does not provide food, does not provide jobs, and does not support farmers. We need the creation of a long-term lease system to allow farmers a chance, and to grow healthy, local, ethical food for our communities.**

I applaud your very progressive decision to consider the creation of a Farmland Trust! And will look forward to hearing the right decision on February 20.

With sincere thanks,

Jen Rashleigh

--
Jen Rashleigh
Farmers on 57th www.farmerson57th.ca

Gauley 1/1

ATTN: CRD Chair
CRD Board of Directors
CRD Planning and Protective Services Chair and Committee
6th Floor Boardroom
625 Fisgard St.
Victoria, BC V8W 1R7

Date: February 7 2019
Re: CRD Food and Farmland Trust

The Regional Food and Agriculture Strategy was created to support the implementation of the CRD Food and Agriculture Strategy.

The CRD Food and Agriculture Task Force has been working to provide guidance and support to the implementation of the Strategy. Over the past year they have done considerable work to review the different strategies for increasing the protection and access of farmland in the CRD. A proposal is coming before the Board to consider the results of the study done by Uplands Consulting: Capital Regional District Regional Food Lands Improvement Feasibility Study and Business Case.

This report is to look at different approaches that can be taken to support foodlands access and recommends supporting a Farmland Trust and land bank model would be the most impactful.

As a former member of Victoria's Emergency Social Services Planning Team we discussed food security on South Vancouver Island. Vancouver Island farmers produced as much as 85 per cent of the Island's food supply in the 1950's, while local agricultural production was estimated to supply only 5-10 per cent of the Island's food supply as of 2004. It was determined that if Vancouver Island experienced a major disaster where food could not be brought in from offshore our supply would last a mere 3-4 days. With the ever increasing population food security is imperative to our very survival.

The three main issues related to farmland, as I see it, are 1) the cost of agricultural land being prohibitive to purchase by people who want to grow food on a larger scale than family or community gardens. 2) People buying agricultural land as estates rather than working farms and building monster homes. These homes permanently remove agricultural land from growing food. 3) The newest threat is "farmers" expecting to grow marijuana on agricultural land. Although this plant is consumed, it needs to be considered an industrial product-not an agricultural one. The security needed to grow in soil is prohibitive, and building concrete bunkers for growing removes farmland from food crop planting.

Time is limited to make a concerted effort to save agricultural land for growing food. It makes sense for the CRD to coordinate and assist support the efforts of Municipalities to support acquisition of agricultural land in our region. Each Municipality may choose a different model for use/stewardship and such a partnership allows for this.

Small scale farmers using sustainable growing methods can produce a significant amount of food for our communities. This small scale sustainable agriculture is viable and important to our economy (this model can produce approx. $40,000-$60,000 acre where as large scale mono production ranges about $20,000 acre (on average, high variability due to crop type, land conditions).

We have a significant & motivated workforce who needs access to agricultural land to provide an essential service to the CRD. Showing support for this initiative is paramount for food security now and in the future.

Thank you for your time and consideration in this important initiative.

Marria Gauley

105-85 Belmont Rd.,

Colwood BC V9C 3L7

8

Scott 1/1

ATTN: Ryan Windsor, Chair, and Members of CRD Planning and Protective Services Committee

February 16, 2019

Re: CRD Food and Farmland Trust

The CRD Planning and Protective Services Committee will be discussing a report and staff recommendations concerning the Food and Farmland Trust on February 20, 2019. This initiative is dear to my heart because I know how many challenges we face now and in the future regarding sustainable local food production and food security in our Region.

When I was Manager of Agriculture Programs for The Land Conservancy of BC (2003-2009), we developed a program to help conserve BC farms and their ecosystems. I was very fortunate to meet with many farmers and ranchers throughout BC. Madrona Farm in Saanich and Lohbrunner Farm in Langford are local TLC farmland conservation examples . Along the way, we partnered with Farm Folk/City Folk, to develop a Community Farms Program which ultimately involved about 25 farms in BC which exemplified several ways that a small group of farmers could farm together and cooperate to share work and resources on a small scale farms. We also began a process toward a Farmland Trust for BC, and produced a background research report of Farmland Trusts throughout North America. It is wonderful that this initiative has gained so much further ground through CRFAIR, FF/CF and CRD Strategic Planning. There is much to be proud of in this regional work.

I have developed an "urban farm" in my backyard in Esquimalt, now in my third season. I provide weekly vegetable boxes to 8-10 neighbours and friends. Prior to this endeavour I was farming for 5 years along the Skeena River near Hazelton, BC. I know from my TLC and personal experience in BC that small scale farming can be profitable and sustainable. I am also aware of the growing popularity of Farmers' Markets and Buy Local campaigns in our Region, on Vancouver Island and throughout BC.
Currently, we are importing a lot of fruit and vegetables from the U.S. Experts are suggesting that with climate changes, food availability in the South will not be so reliable. It only makes sense that we grow locally as much of our own food as possible both in our Region and in BC as a whole. Barriers facing local food production involve: pressures to release farmland to development, ongoing retirement of current seasoned farmers, and prohibitive cost of land and access for younger farmers who wish to continue the legacy of local food production.

I urge you to recommend to the CRD Board the implementation of a Regional Farmland and Foodlands Trust, and to engage all regional residents to support this initiative. I was managing the CRD Regional Parks Department in the 1980's when the request for a levy to fund parkland acquisition was first enacted. It was and has been a very effective and commendable tool implemented by the CRD Board. I think farmland acquisition to protect our food production capabilities is as important an issue today as parkland acquisition was and is to protect our green space for our growing population.

Thank you for your consideration,
Sincerely
Ramona Scott

9

Draper 1/1

I am a resident of Victoria and a person who has supported local food production in this region for the past 25 years. I am very concerned about the impacts of climate change; the research that I've done indicates that one of the ways we can reduce our carbon footprint is to develop a local or regional economy. That means we must protect farmland and grow more and more of our food close to home. Many may not yet understand the necessity of doing this yet but our leaders must be proactive on this file now and take the long-range view. Humanity's survival depends on the decisions that are made today around land, water, energy and air.

I therefore encourage all CRD Board members to do everything they can to protect this valuable asset for future generations. Climate chaos is upon us and the best thing we can do is to preserve agricultural land for future generations. That future is closer than most people know…We have 11 years to reduce our fossil fuel usage by 45%. The CRD must do its part by establishing a Food and Farmland Trust so that younger people can learn how to grow food and organizations working on food security will have access to farmland.

Thank you.

Actively pursuing hope and a future for my grandchildren,
Susan Grace Draper

Victoria, BC
V8V 2G6

10

FOOD & FARMLAND TRUST

WHAT? A food and farmland trust will secure land over the long term for agricultural and food activities

WHY?

AVERAGE INCREASE IN VALUE OF VANCOUVER ISLAND'S FARMLAND FROM 2016 TO 2017
23.6%

PERCENTAGE OF BC RESIDENTS WHO BELIEVE LOCAL FOOD PRODUCTION IS "VERY IMPORTANT"
92%

CURRENT LAND PRICE
up to $100,000/acre

50%
HALF OF FARMERS WILL RETIRE IN THE NEXT DECADE
new farmers need support!

BENEFITS

- Creates affordable access to land for new entrants
- Improved regional food security
- Partnerships with First Nations
- Job creation and spin-off enterprises
- Stimulation of support sector businesses
- Increased agri-tourism opportunities
- New education and learning programs
- Protection of undeveloped green space

HOW IT WORKS

- Municipalities provide land they already own that is appropriate for agriculture to be centrally managed for minimum of 10 years
- CRD would partner with a not-for-profit organization who would centrally manage the land and hold leases with farmers or community organizations supporting food and farming activities

COST

For less than $2 we can grow our local food security!
A levy of $0.70 to $1.91 per household annually is all that would be required, depending on the number of municipalities participating

HOW TO SUPPORT

- Write or speak to your mayor and council asking them to indicate their support to the CRD
- Sign the online petition
- Attend a council meeting

Learn more at: www.crfair.ca/foodandfarmlandtrust

Capital Region Food and Agriculture Initiatives Roundtable Society
PO Box 46002 Quadra Street
Victoria, BC | V8T 5G7
Unceded Lekwungen and W̱SÁNEĆ Territories
Phone: 250-896-7004
Email: info@crfair.ca
Web: www.crfair.ca

May 7, 2019

Dear Mayor Young and Councillors Blackwell, Sahlstrom, Seaton, Stewart, Szpak and Wade,

As you may know the CRD recently completed a Foodlands Access Program Feasibility Study the purpose of which was to determine the best way to increase farmers' access to land examining seven land access tools. As shown in the report, the tool with the greatest impact and that is within the jurisdiction of local government is a food and farmland trust where land would be secured in perpetuity for the purposes of increasing levels of agricultural production. The accompanying recommendation is that of a hybrid model whereas the CRD partners with a not-for-profit organization to operationalize the trust.

With motions that were passed by the CRD Board on April 10, staff is currently canvassing all municipalities to a) assess whether there is a desire to have the CRD operate a foodlands trust in partnership with a non-profit organization, and; b) whether any municipal lands could be made available for inclusion in a trust. In many communities, there are already vacant (or underutilized) publicly owned lands that could be coordinated as the basis of an access program.

As a local organization working in the arena of food and farmland access for over two decades, we wanted to share with you a few additional resources that may be helpful in providing a reply to the Planning and Protective Services Committee by the May 31 deadline. In particular, we would like to let you know that 19 people spoke in favour of the Foodlands Trust at the CRD as part of the delegation process. Over 40 letters of support have been written by farmers and local residents in favour of the proposal. We have included a sample of those letters with this package. Additionally, a show of support from residents can also be see via the online petition at: https://bit.ly/2VHkhiR. Further information is conveniently compiled at www.crfair.ca/foodandfarmlandtrust. Significant consultations with community organizations, local farmers, residents, and elected officials over the past six years regarding this topic. **We can confidently state that there is widespread support behind this proposal.**

We also wanted to let you know that CRFAIR can be of assistance in terms of providing criteria for assessing your lands for agriculture and food growing suitability that has been piloted with the District of Saanich. It was created in partnership with Dr. Deborah Curran and her 400 level Environmental Studies students.

Please feel free to contact me with any questions you may have.

Sincerely,



Linda Geggie
Executive Director, CRFAIR
Capital Region Food and Agriculture Initiatives Roundtable
250-896-7004
lgeggie@crfair.ca

City of Langford
www.cityoflangford.ca

Staff Report to Council

Date: **May 21, 2019**

Department: **Administration**

Subject: **Bylaw No. 1643 – Page Avenue Road Closure and Disposition**

BACKGROUND

At their Regular Meeting of November 19, 2018 Council passed the following resolution with respect to the proposed closure of a portion of Page Avenue fronting 946 and 948 Page Avenue:

That Council:

1. *Give Page Avenue Closure Bylaw No. 1643 1st, 2nd, and 3rd reading;*

   AND

2. *Require the applicants to include any necessary statutory right of ways with the final registration package.*

COMMENTS

A statutory right of way for sewer is required, but the statutory right of way needs to be registered on a titled portion of land, which will be the closed road. Staff will ensure the statutory right of way is registered concurrently with the final registration package.

Bylaw No. 1643 was signed by the Minister of Transportation on March 22, 2019.

OPTIONS

That Council:

1. Adopt Bylaw No. 1643.

   OR

2. Take no action at this time with respect to Bylaw No. 1643.

Respectfully Submitted,

Submitted by:	Robert Dykstra, MCIP, RPP Land Development Planner
Concurrence:	Matthew Baldwin, MCIP, RPP Director of Planning
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

:rd

CITY OF LANGFORD
ROAD CLOSURE BYLAW NO. 1643, 2018
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 221.4m² (2,383ft²) known as Page Avenue, which was dedicated as highway by Plan EPP43637, shown outlined in a bold black line on the reference plan prepared by Peter Broeren, BCLS on the 24th 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 221.4m² of highway (which was dedicated as highway at the Victoria Land Title Office by Plan EPP43637), labelled "Closed Road" 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 Administrator 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 "Page Avenue Road Closure Bylaw No.1643".

READ A FIRST TIME this 19th day of November, 2018.

READ A SECOND TIME this 19th day of November, 2018.

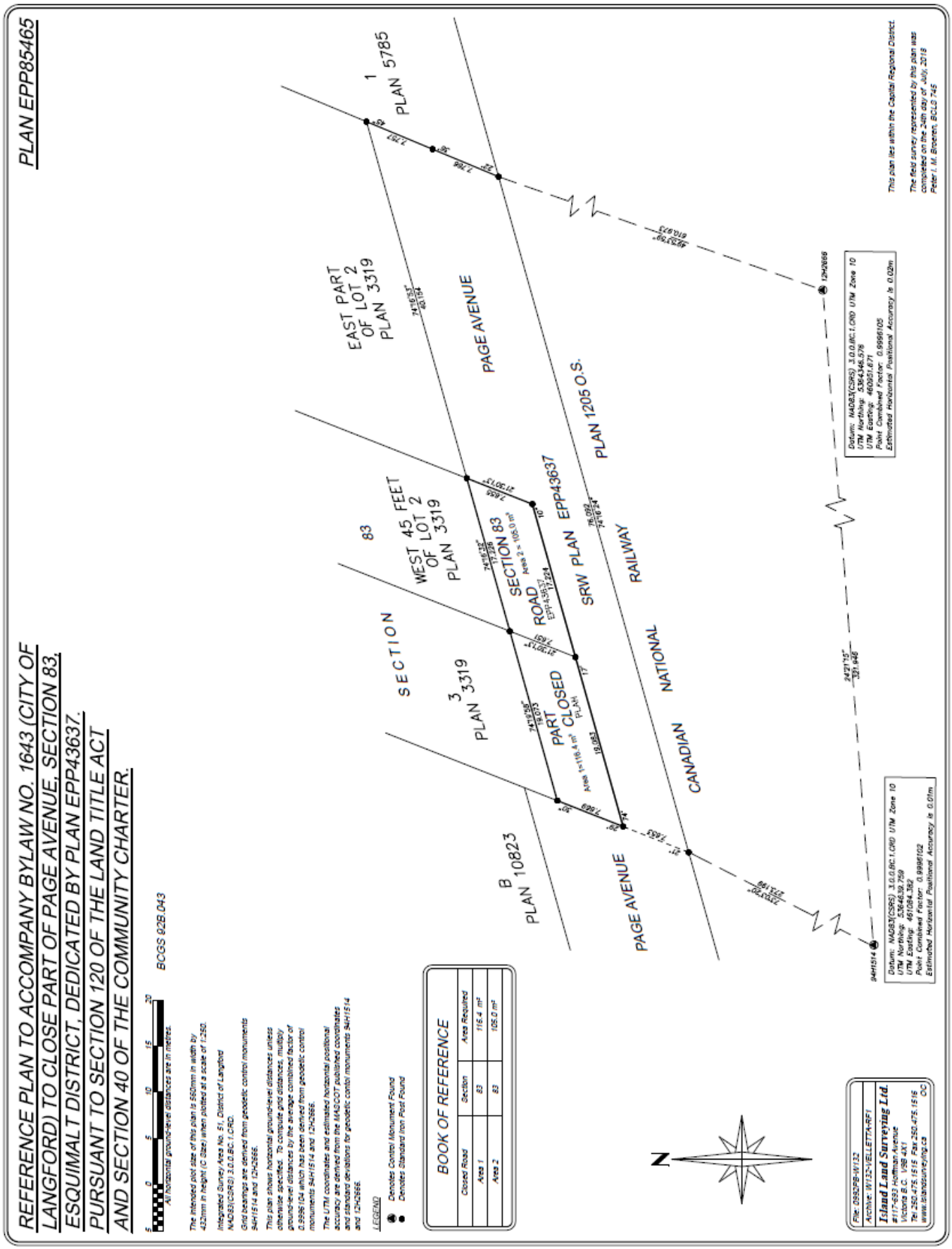
READ A THIRD TIME this 19th day of November, 2018

APPROVED BY THE MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE this 22nd day of March, 2019.

ADOPTED this day of, 2019.

MAYOR

(Certified Correct)
CORPORATE OFFICER


PLAN EPP85465
REFERENCE PLAN TO ACCOMPANY BYLAW NO. 1643 (CITY OF LANGFORD) TO CLOSE PART OF PAGE AVENUE, SECTION 83, ESQUIMALT DISTRICT, DEDICATED BY PLAN EPP43637, PURSUANT TO SECTION 120 OF THE LAND TITLE ACT AND SECTION 40 OF THE COMMUNITY CHARTER.
All horizontal ground-level distances are in metres.
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 1:250.
Integrated Survey Area No. 51, District of Langford
NAD83(CSRS) 3.0.0.BC.1.CRD.
Grid bearings are derived from geodetic control monuments 94H1514 and 12H2666.
This plan shows horizontal ground-level distances unless otherwise specified. To compute grid distances, multiply ground-level distances by the average combined factor of 0.9996104 which has been derived from geodetic control monuments 94H1514 and 12H2666.
The UTM coordinates and estimated horizontal positional accuracy are derived from the NAD83(CSRS) published coordinates and standard deviations for geodetic control monuments 94H1514 and 12H2666.
LEGEND
Denotes Control Monument Found
Denotes Standard Iron Rod Found
BOOK OF REFERENCE
Closed Road | Section | Area Required
Area 1 | 83 | 116.4 m²
Area 2 | 83 | 105.0 m²
SECTION 83
PART CLOSED ROAD PLAN EPP43637
Area 1 = 116.4 m²
Area 2 = 105.0 m²
PAGE AVENUE
CANADIAN NATIONAL RAILWAY
SRW PLAN EPP43637
PLAN 1205 O.S.
EAST PART OF LOT 2 PLAN 3319
WEST 45 FEET OF LOT 2 PLAN 3319
SECTION 83
3 PLAN 3319
B PLAN 10823
1 PLAN 5785
PAGE AVENUE
94H1514
12H2666
Datum: NAD83(CSRS) 3.0.0.BC.1.CRD UTM Zone 10
UTM Northing: 5364639.759
UTM Easting: 481084.382
Point Combined Factor: 0.9996102
Estimated Horizontal Positional Accuracy is 0.01m
Datum: NAD83(CSRS) 3.0.0.BC.1.CRD UTM Zone 10
UTM Northing: 5364346.578
UTM Easting: 480951.671
Point Combined Factor: 0.9996105
Estimated Horizontal Positional Accuracy is 0.02m
This plan lies within the Capital Regional District
The field survey represented by this plan was completed on the 24th day of July, 2018
Peter I. M. Bristem, BCLS 745
Ref: 0882PB-W132
Archive: W132-WELLETTA-REF
Island Land Surveying Ltd.
#117-583 Hoffman Avenue
Victoria B.C. V9B 4X1
Tel 250.475.1515 Fax 250.475.1516
www.islandsurveying.ca

City of Langford
www.cityoflangford.ca

Staff Report to Council

Date:	**May 21, 2019**
Department:	**Planning**
Application No.:	**Z18-0016**
Subject:	**Bylaw No. 1826 - Application to Rezone 939 Walfed Road from RR5 (Rural Residential 5) Zone to the RS3 (Residential Small Lot 3) Zone to Allow a subdivision for 24 small lot single family homes**

At their Regular Meeting of 4 March 2019, Council passed the following resolution with respect to the property at 939 Walfred Road:

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

1. *Direct staff to prepare a bylaw to amend the zoning designation of the property located at 939 Walfred from the RR5 (Rural Residential 5) to the RS3 (Residential Small Lot 3), and to amend the text within the RS3 zone for the subject property subject to:*

    a) That the owner agrees to provide, **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**;**

    b) That the applicant provides, **prior to Public Hearing,** the following**:**

        i. A technical memo from a qualified engineer that verifies storm water can adequately managed on-site, to the satisfaction of the Director of Engineering; **COMPELETED**

        ii. A site plan that shows the 9.5 land dedication, and 2.0 m wide proposed statutory right of way that will link the subject development to Walfred Road; **COMPLETED**

c) That the applicant provides, **prior to bylaw Adoption,** a section 219 covenant, registered in priority overall all other charges on title, that agrees to the following:

i. That the applicant agrees that all one-family dwellings with a secondary suite must include a double car driveway, provided that the width of the driveway does not exceed 50% of the width of the lot;
ii. That the applicant complete full frontage improvements, including but not limited to: off street parking, sidewalks, light standards and boulevard planting, in accordance with Bylaw No. 1000 standards and to the satisfaction of the Director of Engineering, prior to subdivision approval;
iii. That the applicant construct, or provide a bond for, a 1.8 m high solid board fence along the rear of lots that abut the 7.0 m wide dedicated open space adjacent to Walfred Road, prior to subdivision approval;
iv. That the applicant provide a construction parking management plan, to the satisfaction of the Director of Engineering, prior to issuance of a building permit;
v. That no driveway or other vehicle access will be created between the subject property and Walfred Road;
vi. That the applicant dedicate a 2.5 m wide area of land to accommodate frontage requirements, and off street parking along Walfred Road, as well as an additional 7.0 m wide dedicated area of land to the City between Walfred Road and the subject property, prior to subdivision approval;
vii. That the applicant provide a stormwater management plan, to the satisfaction of the Director of Engineering and in accordance with Bylaw No. 1000, prior to subdivision approval;
viii. That the applicant agrees to implement the approved storm water management plan and to complete any required improvements and/or upgrades to on site and off site infrastructure necessary to facilitate proper drainage on the subject property at the applicant's expense;
ix. That any necessary above or underground infrastructure or servicing upgrades, extensions or other required servicing requirements are to be fulfilled at the applicant's expense;
x. That the applicant agrees to replant the 7.0 m wide dedicated area, to the satisfaction of the Director of Planning, contained within the tree retention plan for the adjacent property at 935 Walfred Road, prior to building permit issuance;
xi. That the applicant construct a 2.0 m wide pedestrian trail, linking the subject development to Walfred Road, prior to subdivision approval, which may be reduced to 1.0 m once the property to the west is developed;
xii. The applicant registers a statutory right of way for the construction of a pedestrian trail linking the proposed development to Walfred Road, prior to subdivision approval;
xiii. The applicant registers a statutory right of way for a two-point turnaround, to the satisfaction of the Fire Chief, registered in favour of the City, prior to subdivision approval; and that
xiv. The applicant registers a housing covenant for all lots less than 400 m^2 that includes: a) no more than two bathrooms and one two piece (powder room) permitted within each dwelling, b) no more than one kitchen or food preparation

area per dwelling, c) no separate thermostat controls for separate parts of the single-family dwelling unit, and d) no separation between floors or areas of the single-family dwelling unit.

COMMENTS

The applicant has signed a Sec. 219 covenant against the title of the subject property and undertakes to deposit the agreement in the Land Title Office with items listed in i – xiv. in Council's resolution of March 4th, 2019.

Bylaw No.1826 was signed by the Minister of Transportation on the 9th of April, 2019.

OPTIONS

That Council:

1. Adopt Bylaw No. 1826

Or Option 2

2. Take no action at this time with respect to Bylaw No.1826;

Respectfully Submitted,

Submitted by:	David Sametz, Land Development Planner
Concurrence:	Matthew Baldwin, MCIP, RPP Director of Planning
Concurrence:	Adriana Proton, Manager of Legislative Services
Concurrence:	Yari Nielson, Acting/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:	Audrey Kryklywyj, Deputy Director of Finance
Concurrence:	Darren Kiedyk, Chief Administrative Officer

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CITY OF LANGFORD
BYLAW NO. 1826

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

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

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

1. By deleting from the **RR5 (Rural Residential 5)** Zone and adding to the **RS3 (Residential Small Lot 3) Zone** the properties legally described as LOT A, SECTION 5, ESQUIMALT DISTRICT, PLAN 37721; PID No.: 001-033-743 (939 Walfred Rd) in the portions as shown shaded on Plan No. 1 attached to and forming part of this Bylaw.

2. By adding the following line to Table 1 of Schedule AD:

Zone	Bylaw No.	Legal Description	Amenity Contributions	Eligible for Reduction in Section 2 of Schedule AD (Column 5)
RS3	1826	LOT A, SECTION 5, ESQUIMALT DISTRICT, PLAN 37721; PID.: 001-033-743 (939 Walfred Rd)	a) $3,960 per lot towards the General Amenity Reserve Fund b) $660 per lot towards the Affordable Housing Reserve Fund	No

B. This Bylaw may be cited for all purposes as “Langford Zoning Bylaw, Amendment No. 555, (939 Walfred Rd), 2019, Bylaw No. 1826".

READ A FIRST TIME this 4th day of March, 2019.

PUBLIC HEARING held this 1st day of April, 2019.

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

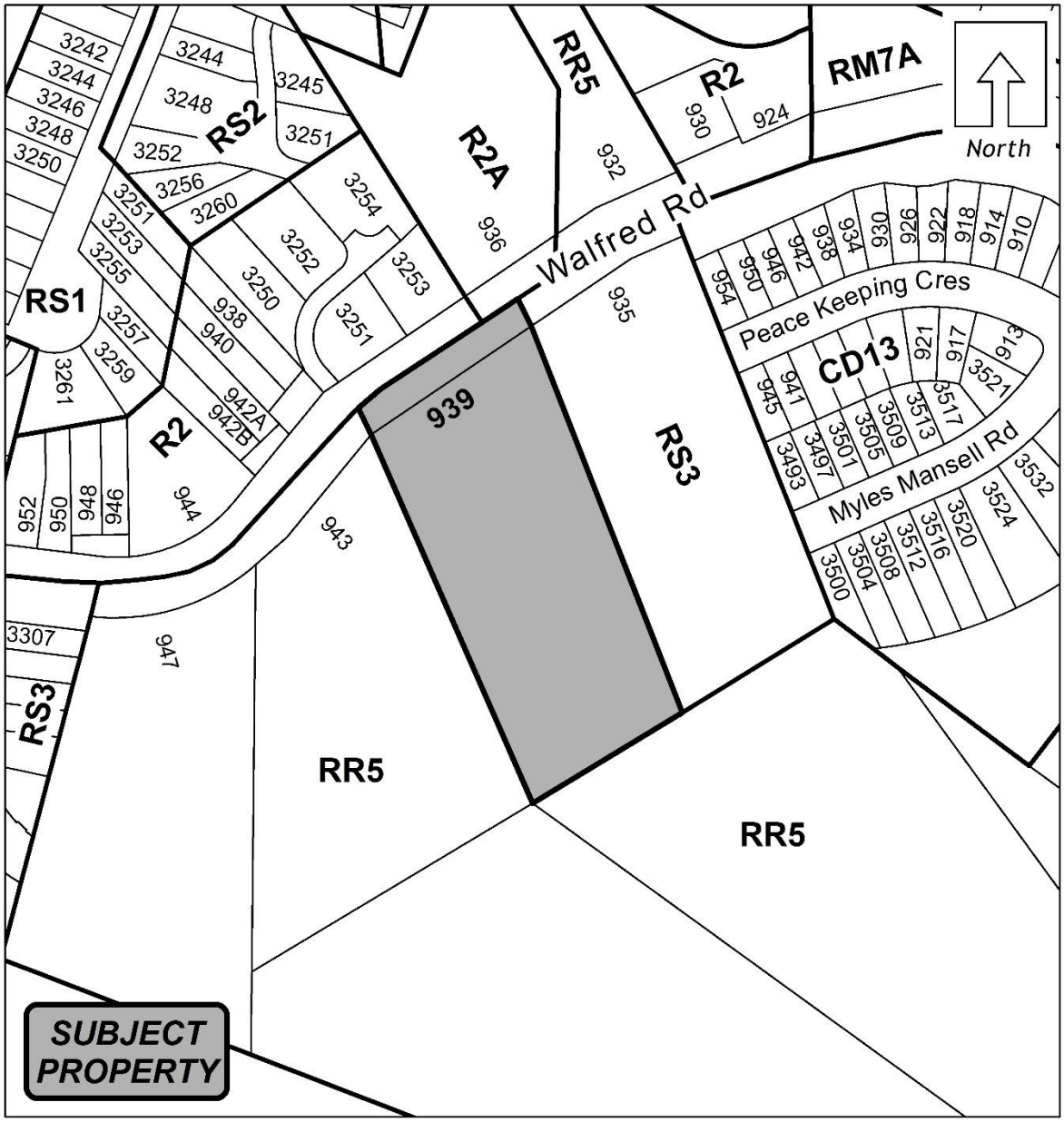
READ A THIRD TIME this 1st day of April, 2019.

APPROVED BY THE MINISTRY OF TRANSPORTATION this 9th day of April, 2019.

ADOPTED this day of , 2019.

MAYOR

(Certified Correct)
CORPORATE OFFICER



Document Name: Bylaw_1826

I HEREBY CERTIFY THIS TO BE A TRUE COPY
OF PLAN No. 1 AS DESCRIBED
IN SECTION A1 OF BYLAW No. 1826

_____
MAYOR

ADOPTION: _____

_____
CORPORATE OFFICER

Scale: N.T.S.

Last Revised: 11/23/2018

City of Langford
www.cityoflangford.ca

Staff Report

to

Council

Date: May 21, 2019

Department: **Planning**

Subject: **Official Community Plan Bylaw No. 1828 Updates and Zoning Bylaw Design Guidelines Appendices updates**

Background

The City of Langford's Planning and Subdivision Department has been working with Dr. Avi Friedman Consultant Inc. to prepare an updated Appendix J to the Zoning Bylaw 300 which currently contains the Downtown Langford Design Guidelines. This work has included studies of Langford as a whole, the recently expanded City Centre and stakeholder engagement sessions to gather and distribute information. As a result, Dr. Friedman's team had put together a number of proposed updates for the Zoning Bylaw 300 "Appendix J". The planning department has incorporated the proposed updates with the existing appendix as well as the visions and objectives set out in the Official Community Plan (OCP) to create a blended, comprehensive document, now titled "Appendix J: General Guidelines for Langford City Centre".

As a result, Appendix V "Langford City Centre" will require a title change to "Belmont Market and Residences" which better represents the area the guidelines are regarding, and minimizes confusion between itself and the new Appendix J. As previously mentioned, the proposed Appendix J guidelines will be titled "General Guidelines for Langford City Centre".

Proposed Changes

The proposed Appendix J (attached to Bylaw 1829) contains a variety of updates to the Zoning Bylaw 300 appendices and requires updates be made to the OCP.

Zoning Appendices Bylaw 1201 (Bylaw 1829)

Updates will be required in various appendices because of the proposed Appendix J to create continuity amongst documents.

- Updating the term "Downtown Langford" and "Downtown Pedestrian Commercial Development Permit Area" to "Langford City Centre" and "City Centre Development Permit Area" throughout the Zoning Bylaw Appendices;

- Development Permit area expansion from the Downtown Pedestrian Commercial Area to the entire City Centre area as defined in the OCP;
- An addition to Appendix A section 1.4.1 Development Permit, regarding exemptions for single and multi-family dwellings due to the inclusion of additional single and multi-family dwellings to the City Centre development area;
- Updated neighbourhood division, including background and development considerations within the City Centre Area; and
- Includes formatting, section re-ordering, reference updates, elaborated general objective section, and guidelines directed solely at private development. Examples include:
    - "Parking lots and structures are expected to incorporate wiring for Electric Vehicle charging stations."
    - "Development is encouraged to incorporate multiple lots (consolidation of two or more lots) as to increase green space potential."

Official Community Plan Bylaw 1200 Update – (Bylaw 1828)
The updates occurring to the OCP are as listed in the attached bylaw. Due to Appendix J, a number of updates should be made to the OCP for continuity and clarity.

- The City Centre section has undergone visual and contextual updates to reinforce Appendix J.
- Map 21 of the OCP will now reflect the entire City Centre as illustrated in Map 2 of the OCP, thus adding to the development permit area previously identified in the core of Langford's City Centre.
- Additional objectives and policies in the City Centre section provide background for the updates to the Design Guidelines with regards to green and open space as well as long term development.
- Various text amendments throughout section 14.0 Development Permit Areas of the OCP to update the *Local Government Act* section number references, the alteration, and the addition of paragraphs referring to Map 21.

These updates create consistency throughout all documents affected by Appendix J.

Financial Implications
There are no negative financial implications foreseen for the City of Langford. In contrast, there is an anticipated increase in development and an increased tax base from additional residential units.

Legal Implications
No legal implications, the City of Langford is permitted to make these changes under the *Local Government Act*.

Options
That Council:

Option 1
Give 1st Reading to Bylaw Nos. 1828 and 1829 as presented;

Or

Option 2
Take no action at this time with respect to Bylaw Nos. 1828 and 1829.

Respectfully submitted,

Submitted by:	Wolfgang Schoenefuhs, Planning Technician
Concurrence:	Matthew Baldwin, MCIP, RPP Director of Planning
Concurrence:	Cory Manton, Manager of Parks and Recreation
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

:ws

Appendix J: General Design Guidelines for Langford City Centre

JUSTIFICATION

The City of Langford has designated all of the City Centre, as shown shaded in Map 21 of Bylaw No. 1200 Langford's Official Community Plan (OCP), as a Development Permit Area pursuant to the provisions of Section 488(1)(d), (e), and (f) of the *Local Government Act*. The City Centre plays a special role in both the residents' and visitors' impression of the City, therefore high quality planning, design and execution is essential for the City Centre. These Design Guidelines provide a comprehensive framework that incorporates design flexibility to create a unique and identifiable character while ensuring design diversity amongst developments within the City Centre. This appendix provides guidance and direction for the design and planning of buildings, site layouts and onsite landscaping. When the guidelines in this appendix conflict with statements in the Zoning Bylaw 300 for the City Centre, these guidelines will take precedent.

OBJECTIVE

The Official Community Plan outlines objectives and policies for both the public and private realms, the overarching objective of this set of guidelines is to provide guidance for private developments to contribute to the City's vision.

In particular, these Design Guidelines address the following OCP objectives:

- Ensure development in and around centres supports a nodal pattern of development;
- Encourage the growth of business activities in all parts of the community as a mixed-use urban design objective;
- Create livable streets through scale, form, building orientation and character elements;
- Ensure accessibility is considered for planning and design of buildings, the public realm and public parks;
- Promote a greater sense of place that celebrates our community's unique setting and people;
- Preserve and increase the stock of safe and affordable housing;
- Support residents in moving through the stages of the housing continuum and facilitating the delivery of a range of housing types along the continuum;
- Pursue 'aging in place' and accessibility strategies for housing;
- Set targets for family and ground-oriented housing in high-density development projects;
- Develop more connected and integrated City Centre road networks;
- Encourage energy efficiency and green building development for new buildings; and
- Ensure flexibility and ability to adapt to future changes.

Applicants should provide a statement indicating how their proposal complies with the following guidelines. Where some element of the design does not comply with a guideline, a justification stating the divergence and the reasoning should be made. Council may diverge from the guidelines where a convincing or persuasive rationale that preserves the intent of the guidelines is supplied.

1. URBAN ENVIRONMENT

- Create livable streets through scale, form, building orientation and character elements;
- Ensure accessibility is considered for planning and design of buildings, the public realm and public parks; and
- Promote a greater sense of place that celebrates our community's unique setting and people.

1.1. Sense of Place

Intent: To create a sense of transition as one enters or departs the City Centre.

Guidelines

a) Developers are encouraged to contribute to the beautification of their property through art installations approved by the City Planner;
b) Green buffers should be provided in and between open areas (i.e. parking lots) ; and
c) Development should engage green and open space.



Existing City art installation

1.2. Pedestrian Orientation

Intent: To establish high quality and engaging urban areas oriented towards pedestrian interaction.

Guidelines

a) The scale of development should not overwhelm adjacent pedestrian areas; and
b) Large developments are encouraged to incorporate buildings with arcades and canopies for pedestrians.



Large development arcade

1.3. Pedestrian Accessibility

Intent: To ensure private realm accessibility based on the needs of people of all ages, paying special attention to peoples with reduced mobility.

Guidelines

a) Development is expected to not include elements that obstruct optimal accessibility;
b) Public entrances are expected be located at the level of the adjacent public walkway;
c) Building fronts located at ground level should be conducive of business related activities (i.e. browsing);
d) Corner buildings are expected be conducive to pedestrian movement along both fronts; and
e) Mid-block pedestrian alleys are encouraged for better access to rear parking.



Pedestrian conducive building corner

2. VISUAL QUALITY

- Ensure that less desirable yet essential building qualities are masked and appearances preserved;
- Promote safety and usability of exterior areas; and
- Promote a greater sense of place that celebrates our community's unique setting and people.

2.1. Screening

Intent: To create and protect visual quality and sight lines.

Guidelines

a) Vertical screening elements such as plantings or decorative walls are encouraged;
b) Shrubs, plantings, and berms should be used to create visual interest within developments;
c) All screening components should implement Crime Prevention Through Environmental Design (CPTED);
d) Permeable fences may screen views and create decorative accents;
e) Solid, visually impermeable fences for screening is discouraged; and
f) Unscreened and unenclosed storage is not preferred, and shall only occur at the discretion of the City Planner.



Green decorative wall



Visually permeable fence

2.2. Exterior Lighting

Intent: To encourage on-site lighting that provides clear visuals and public and site security without diminishing visual appearance.

Guidelines

a) Lighting is expected to be provided for all on-site walkways, driveways, parking areas and loading areas;
b) On-site lighting shall be consistent and contained as well as mitigate up-casting via ground orientation;
c) Lighting is encouraged to enhance signage, architectural and landscaping features;
d) Light fixtures should be incorporated or concealed by the architectural and site design;
e) Lamp standards and fixtures, when stand-alone, shall be of high aesthetic quality;
f) Solar powered lights are encouraged; and
g) Developments near highly travelled areas are encouraged to provide after hours safety lighting.



Onsite walkway lighting

2.3. Building Signage

Intent: To promote the design and integration of building signs that contribute to the image of the City Centre.

Guidelines

a) Signs are expected to be integrated into building design and reflect the character of the architecture;
b) Signage is expected to reflect the size of establishment it represents;
c) Signage shall incorporate 3-dimensional elements (i.e. lettering and trim), and must not be flat;
d) Lettering and other graphic elements should be simple, utilizing a minimal number of colours; and
e) Luminous or exterior neon signs may occur if they do not interfere with their surroundings.



Signage reflecting building scale

3. SITE DEVELOPMENT

- Ensure accessibility is considered for planning and design of buildings, the public realm and public parks;
- Develop more connected and integrated City Centre road networks; and
- Ensure flexibility and ability to adapt to future changes.

3.1. General Elements

Intent: To maximize development site potential and use.

Guidelines

a) The development design should clearly integrate the overall character of the City Centre and neighbourhood;
b) All building development shall demonstrate a pedestrian focus through orientation, scale and frontage;
c) Development is expected to incorporate the siting and layout of adjacent sites to maximize neighbourhood interconnectedness;
d) Developments that face two or more streets are expected to treat all street facing facades as primary facades for design purposes; and
e) Development is encouraged to incorporate multiple lots (consolidation of two or more lots) so as to increase green space potential.



Pedestrian accessibility



Maximizing interconnectedness

3.2. Driveways and Vehicle Entrances

Intent: To mitigate the presence of driveways ad driveway intersections in the City Centre.

Guidelines

a) For adjoining developments, shared driveways are encouraged;

b) Corner properties shall have driveway access from the less trafficked street;
c) The use of permeable materials for residential driveways is encouraged; and
d) Driveway design is expected to preserve entrance and departure sightlines.



Shared driveway

3.3. Parking Lots and Structures

Intent: To incorporate parking into the pedestrian oriented City Centre

Guidelines

a) Parking is expected to be internalized within a structure or placed at the rear of the site;
b) For adjoining developments, shared parking lots are encouraged;
c) Larger parking lots are expected to be segmented into attractive parking areas through the use of landscaping;
    i. Planted medians should be wide enough to support rooting areas;
    ii. Planted medians should preserve sight lines; and
    iii. Plantings should provide year round visual interest.
d) Parking lots and structures are expected to be buffered with vegetation or screening while permitting views into and through the site;
e) Residential parking lots and structures are expected to incorporate wiring for EV charging stations;
f) Storage and garbage areas shall be adequately incorporated and screened within parking lots and structures; and
g) Bicycle storage shall be incorporated and concealed through architectural design.



Parking lot landscaping

3.4. Parking Garages and Carports

Intent: To mitigate visual dominance and promote a pedestrian-centric environment.

Guidelines

a) Garages and carports shall not be the dominant feature of residential buildings;
b) The siting of garages and carports shall be set behind the leading front façade;
c) Garages and carports are encouraged to be at the rear or side of residential buildings; and
d) Garages are expected to have a minimal frontage appearance, promoting a pedestrian environment.



Electric Vehicle charging station

4. GENERAL FORM AND CHARACTER DESIGN

- Create livable streets through scale, form, building orientation and character elements;
- Promote a greater sense of place that celebrates our community's unique setting and people;
- Encourage energy efficiency and green building development for new buildings; and
- Ensure flexibility and ability to adapt to future changes.

4.1. Orientation and Massing

Intent: To utilize development for the purposes of framing public areas.

Guidelines

a) Buildings are encouraged to be designed with minimal front lot line setbacks;
   i. Buildings incorporating plazas or outdoor seating shall not have zero setback; and
   ii. Plazas and outdoor seating areas are expected to incorporate compatible architectural features with adjoining buildings.
b) Taller buildings are expected to incorporate tower-podium building massing, various forms or stepped-back upper levels; and
c) Massing is expected to reflect the human scale of the neighbourhood within the City Centre.



Rear access residential parking



Minimal front setbacks (commercial)

4.2. Façade Features

Intent: To promote a sense of place through visually attractive façades.

Guidelines

a) Architectural components are expected to differentiate the primary façade from other building sides;
b) Architectural features should highlight structural forms and modulate façades;
c) Uninterrupted walls facing open areas or lot space should include alternative forms of visual appeal (i.e. murals);
d) Side and rear walls, facing walkways, should include an architectural façade feature to animate the pedestrian realm; and
e) Façades should highlight the base, middle and top through distinct architectural features.



Blank wall murals

4.3. Building Entry and Access

Intent: To promote a variety of visually appealing and user friendly building accesses.

Guidelines

a) Large Residential buildings should provide individual walk up entries for ground level units;
b) Individual entrances in multi-tenant buildings are expected to be clearly separate and should make use of a variety of architecture features, materials and colour schemes;
c) Entrances are expected to include covering features to protect users from weather; and
d) Primary and secondary entrances shall be visible from the street for safety.



Weather protection for users

4.4. Roofscapes

Intent: To ensure roofs are an extension of building design consideration.

Guidelines

a) Roofs are expected to reflect the buildings façade features and should respect the design of adjacent buildings;
b) Mechanical equipment shall be setback from the perimeter and screened;
c) Tall residential buildings are encouraged to incorporate roof-top terraces and patios; and
d) Small residential buildings are encouraged to incorporate skylights.



Rooftop terrace/patio

4.5. Materials

Intent: To create consistency of material usage by new developments within the City Centre.

Guidelines

a) Accent materials are expected to respect those of adjacent and nearby buildings (i.e. river rock);
b) Window material shall be clear glass, while screening glass shall be opaque (i.e. opaque glass on balconies);
c) Heavily tinted and reflective glass is strongly discouraged;
d) Construction materials (i.e. metal, brick, wood) may be used as cladding materials;
e) Smooth faced concrete and vinyl is strongly discouraged for finished exteriors; and
f) Materials are expected to remain consistent on all sides of the building.



Appropriate setting accent materials

4.6. Colours

Intent: To create a colour landscape that is not visually over whelming.

Guidelines

a) The primary colours of a development shall utilize earth tones and muted variations of the 12-spoke colour wheel;
b) Colour schemes should be respective to the colours of surrounding buildings; and
c) Solid colours or pure hues and their various tints, shades and tones may be incorporated for accents and accent features as permitted by the City Planner.



Earth tone utilization

5. BUILDING TYPE

- Ensure accessibility is considered for planning and design of buildings, the public realm and public parks;
- Ensure flexibility and ability to adapt to future changes; and
- Promote design individuality within a consistent pattern through the community.

5.1. Apartment Buildings

Intent: To have apartment buildings contribute to the housing density and visual appearance of the City Centre.

Guidelines

a) Large apartment buildings shall have a ground level that engages the pedestrian environment, animates the street and provides individuality from adjacent buildings;
b) Large façades are expected to be broken up by using a variety of materials and architectural features;
c) Balconies and patios should be a feature of every unit;
    i. Balcony and patio screening shall be an opaque glass; and
    ii. Area must be a functional area, not solely an architectural feature.
d) Visual characteristics of adjacent buildings should be incorporated into new development; and
e) Adjacent developments should promote sense of community through incorporating adjoining green or open space.



Engaging ground level

5.2. Townhouses and Row-Homes

Intent: To create micro communities and a variety of visually conforming housing options within the City Centre.

Guidelines

a) Designers are encouraged to emphasize individuality of buildings while incorporating aspects of adjacent developments;



Balconies and patios

b) Entrances and front façades are expected to engage the pedestrian environment; and
c) Green and open space should be incorporated into a common use area.



Pedestrian oriented townhouse

5.3. Mixed-Use

Intent: To create symbiotic relationships between commercial and residential applications within the same development.

Guidelines

a) Commercial spaces are expected be located on the ground level with direct pedestrian access;
b) Ground level should be taller than typical upper level;
c) Clear glass fenestration is encouraged for the façade of ground level commercial spaces;
d) Front facades should be designed in smaller segments, avoiding large continuous façade designs;
e) Entrances for commercial and residential uses are expected to be easily distinguishable; and
f) Upper floors should project over lower commercial space.



Taller mixed-use ground level

5.4. Commercial Spaces (Large/Small)

Intent: To integrate solely retail establishments (large and small) into the urban pattern of the City Centre.

Guidelines

a) Large format stores are expected to reduce their footprint by incorporating multiple storeys;
b) Clear glass fenestration is encouraged for the façade of ground level commercial space;
c) Upper level facades shall incorporate elements of adjacent buildings;
d) Entrance features for weather protection should be incorporated into architectural design; and
e) The façade of larger stores is expected to be broken down into smaller segments to blend the large and small commercial spaces.



Multi-storey big box commercial

5.5. Office Buildings

Intent: To promote the integration of stand-alone office structures into City Centre urban design.

Guidelines

a) The main entrance should be set back front the front façade and located on ground level (recessed entrance);
b) Glazed glass should be used for ground level fenestration;
c) Upper levels should be articulated similarly to adjacent buildings; and
d) The ground level should be taller than standard single floor height.

5.6. Light Industrial

Intent: To integrate light industry into the City Centre while mitigating the visual presence.

Guidelines

a) Buildings are expected to be fenestrated and finished to blend with the surrounding neighbourhood; and

b) Design should blend and incorporate architectural features of the surrounding non-industrial buildings.



Recessed main entrance

6. CITY CENTRE NEIGHBOURHOODS

- Ensure development in and around centres supports a nodal pattern of development;
- Encourage the growth of business activities in all parts of the community as a mixed-use urban design objective;
- Preserve and increase the stock of safe and affordable housing;
- Support residents in moving through the stages of the housing continuum and facilitating the delivery of a range of housing types along the continuum; and
- Pursue 'aging in place' and accessibility strategies for housing.

Intent: This section provides background information and development focus for each neighbourhood based on the pre-existing conditions, location and relativity to OCP vision.



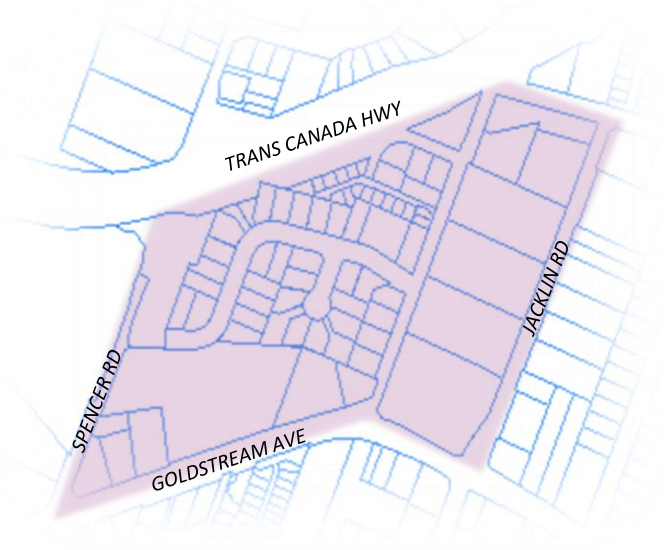
N1 Matson

The Matson neighbourhood is comprised of low-rise residential buildings as well as a variety of commercial buildings along Goldstream Ave. The school on the east side offers a large green space.

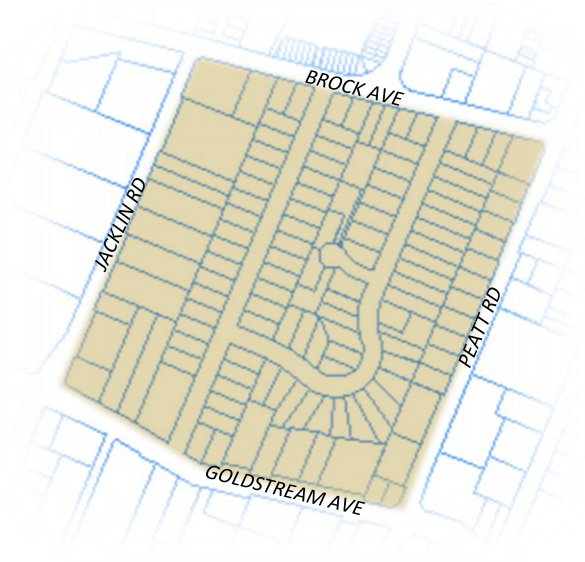
This neighbourhood is a suitable location for future medium to high-density residential development due to the proximately to school and commercial spaces of the City Centre.

Development within the Matson area shall incorporate mixed-use development along Goldstream Ave. as well as medium-density residential development towards to north end.

A development emphasis should promote a family oriented neighbourhood, with additional green and open space.



N2 Strathmore



The Strathmore neighbourhood is located towards the middle of the City Centre. The borders consist of main connector roads going north/south and east/west.

This neighbourhood is a very suitable location for medium and high-density residential development due to the variety of existing building types.

Development along Peatt Rd. and Goldstream Ave., including the southern end of Jacklin Rd. shall contain commercial and heavily pedestrian oriented ground floors.

A development emphasis should be on creating an animated street level for the public.

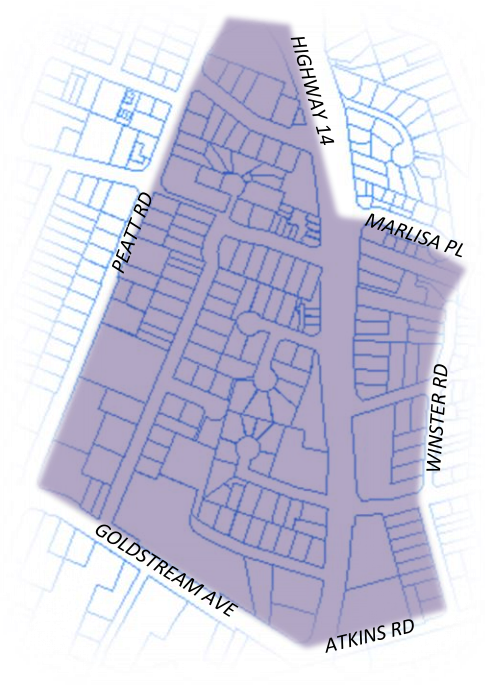
N3 Claude

The Claude neighbourhood contains a major transportation artery and a significant commercial area along Goldstream Ave.

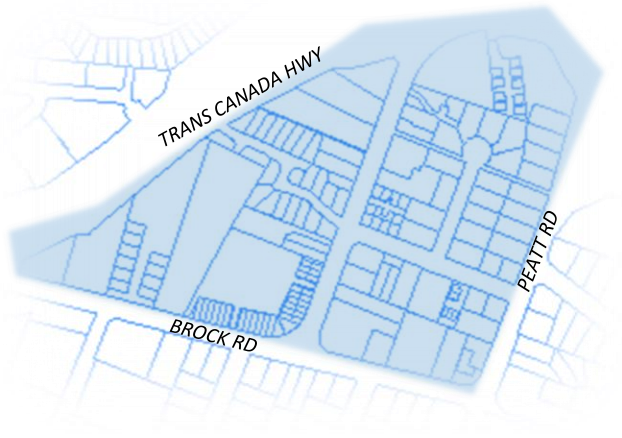
Due to the proximity of amenities and transportation routes, Claude is an ideal neighbourhood for high-density residential development.

Development shall focus on creating a residential node near the commercial activity along Goldstream Ave.

A development emphasis should create pedestrian access between the cul-de-sacs to create an attractive and walkable neighbourhood.



N4 Deville



The Deville neighbourhood is located at the northern edge of the City Centre restricted by the Highway to the north.

This neighbourhood is comprised predominantly of residential buildings. Further residential development shall consist of medium and high-density buildings that maximize the infill density of the neighbourhood.

A development emphasis should incorporate green and open space into the residential developments to increase active space for residents within the neighbourhood.

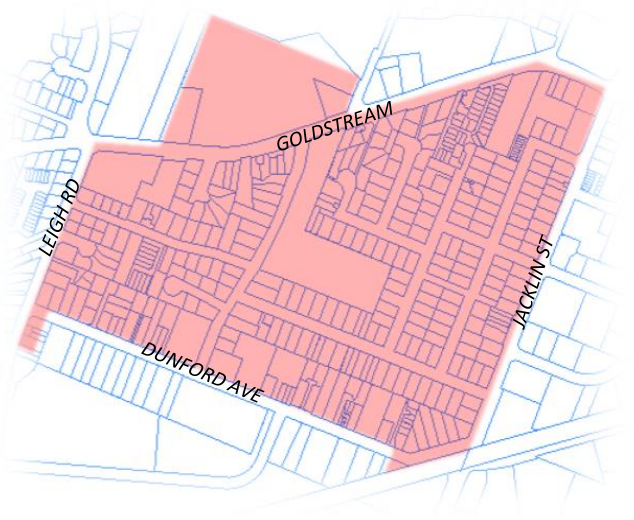
S1 Centennial Park

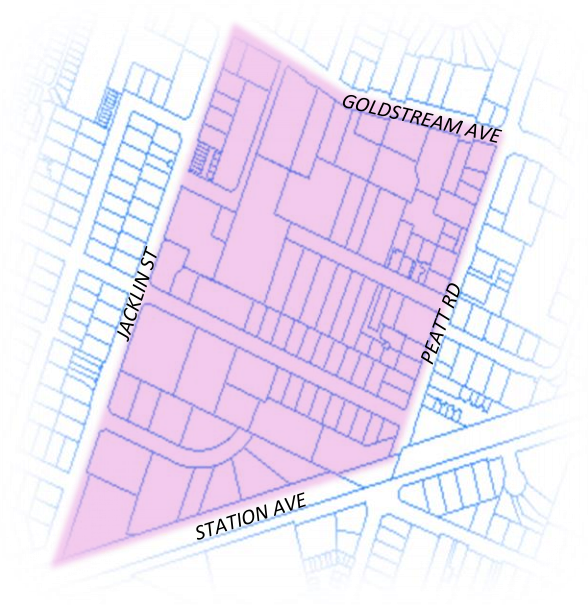
Surrounding a large green space, the Centennial Park neighbourhood boasts late century single family dwellings located on cul-de-sac roads.

This neighbourhood is very suitable for mixed-use development, shared streets and enlarged walkways as well as high-density apartment buildings near Goldstream Ave.

Other opportunities for development in this neighbourhood include townhouses and medium-density apartments to replace the single-family dwellings on cul-de-sacs and shared streets.

Emphasis within the Centennial Park neighbourhood shall be placed on a family focus and being able to move through the housing continuum by addressing various housing types.





S2 City Hall

The City Hall neighbourhood has a wide variety of uses from light industrial to mixed-use and residential

This neighbourhood, due to the variety of uses and central location in the City Centre, serves as a representation for the remainder of the City.

Development within this neighbourhood shall include medium and high-density residential as well as mixed-use buildings along Goldstream Ave. Buildings not used for residential purposes, shall incorporate and blend design to maximize consistency.

Emphasis within the City Hall neighbourhood shall be to create a walkable, pedestrian oriented neighbourhood.

S3 Fountain

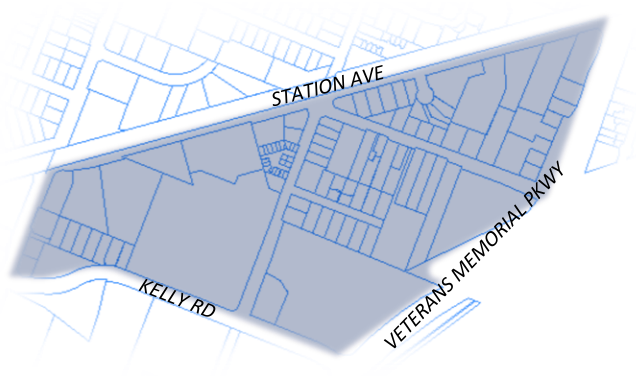
The Fountain neighbourhood is the smallest and most central within the City Centre. This neighbourhood is comprised of commercial amenities as well as some residential space.

This neighbourhood is very suitable for further commercial development as well as incorporating high-density mixed-use buildings.

Due to the size and location of the Fountain neighbourhood, development should emphasize a pedestrian orientation through alternative parking solutions and the incorporation of commercial and mixed-use buildings. Also emphasized is the inclusion of plazas and public space within this neighbourhood.



S4 South Centre



The South Centre neighbourhood hosts big box stores in the southern section and a mixture of residential densities to northeast.

Development shall blend the big box commercial into the residential through the incorporation of architectural features as described in the design guidelines.

Medium-density development should be situated above multi-level retail and commercial space while shifting to high-density residential towards the convergence of Station Ave. and Veterans Memorial Parkway.

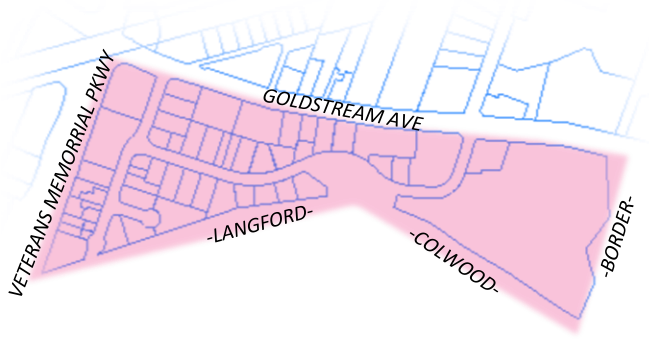
A development emphasis should promote permeable ground surface material and the incorporation of green and open spaces.

S5 Veterans Park

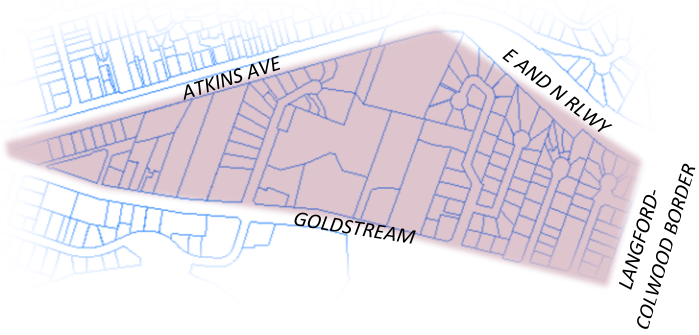
Veterans Park is a small neighbourhood that borders Colwood to the south and Goldstream Ave. to the north. Largely occupied by residential lots, this neighbourhood should boast medium to high-density residential development.

Due to the small geographic size of this neighbourhood, the goal of Veterans Park is to create an extremely walkable and pedestrian oriented environment.

A development emphasis should incorporate new and existing green space and shared streets to maximize public space.



S6 Goldstream East



The Goldstream East neighbourhood is located on the easternmost boundary of the City Centre and is comprised of predominantly low-rise single-family dwellings. There are commercial and institutional facilities located along the western portion of Goldstream Ave.

Development shall focus on medium and high-density residential buildings located towards the Goldstream Ave. and Veterans Memorial Pkwy. Intersection.

A development emphasis should incorporate pedestrian access between cul-de-sac roads in the east as well as creating a family orientation near the school with green and open space.

CITY CENTRE

- A major regional growth and employment centre that supports a wide range of high-density housing, including affordable and rental housing, in conjunction with commercial, office, institutional and light industrial uses;
- A place with the highest degree of inter-city connection through a regional transportation network and transportation hubs;
- A place where a wide range of public squares, parks, and open spaces are integrated throughout;
- A place of community gathering and celebration where civic uses and public buildings are key landmarks; and
- A place of interactive and animated streetscapes where public art and public space are employed to celebrate local cultural and natural history.

A Concept for the City Centre

Langford's City Centre is intended to be an area of high-density development that is both vibrant and walkable, with multi-modal connectivity to other similar hubs in the Capital Region.



The City Centre will focus on mixed-use development, with the highest concentration being adjacent to major arterial routes such as Goldstream Avenue, Veterans Memorial Parkway, Peatt Road and Jacklin Road. This is meant to solidify the Goldstream corridor as the heart of the City Centre.



Development density will radiate outwards from Goldstream Avenue, with the density of individual lots being determined at the time of zoning. The City Centre will engage with its surrounding environment and incorporate green space, pocket parks and pathways that contribute to the interconnectedness, walkability and livability of the City Centre. Every new development shall consider how to include park and open space in a manner that contributes to the overall community space.

The City Centre shall be an interconnected and developmentally diverse area that promotes community cohesiveness through civic features, mixed-use and high-density residential developments.

Objective 1.1 Promote Civic Activities in the City Centre



Policy 1.1.1 Locate and/or maintain civic buildings in the City Centre to reinforce the function and focus of the City Centre.

Policy 1.1.2 Ensure that civic buildings are and continue to be distinctive as landmarks within the City Centre.

Objective 1.2 Maintain a Regional Focus



Policy 1.2.1 Commercial and institutional land uses, services and amenities in the City Centre will balance regional services with amenities and services for local residents.

Policy 1.2.2 Transportation services and infrastructure in the City Centre will connect users to regional transportation systems.

Objective 1.3 Green and Open Space



Policy 1.3.1 Contribute to initiatives that enhance the urban forest and tree canopy.

Policy 1.3.2 Implement and reinforce open space targets within City Centre, including adding passive park spaces.

Policy 1.3.3 Enhancement of pathways and pocket parks will connect neighbourhoods throughout the City Centre.

Objective 1.4 Building Sustainability



Policy 1.4.1 Pursue opportunities to implement Smart Technology in the City Centre infrastructure to improve efficiency and reduce water and energy usage.

Policy 1.4.2 Encourage new development to exceed the minimum energy efficiency standards in the BC Building Code.

Policy 1.4.3 Encourage new development to consider proven environmentally friendly practices such as (but not limited to) reducing potable water usage, recycling grey water, improving overall energy efficiency, passive and/or active solar heating/cooling, use of locally sourced materials, reduction or re-use of construction waste, and improved energy efficiency through enhanced landscaping (eg: green roofs, green walls).



Policy 1.4.4 Provide incentives to new development that present innovative solutions to reduce the carbon footprint of buildings, or help to reduce the reliance on fossil fuels by the intended residents of development.

Objective 1.5 Long-term Development Pattern



Policy 1.5.1 Over time, the entire City Centre is expected to transform to higher-density forms of development, with the highest density being situated in closest proximity to the principal transportation corridors: Goldstream Avenue and the E&N Rail Corridor.

Policy 1.5.2 Development scale and permitted density will be determined on a case-by-case basis at the time of rezoning.

Objective 1.6 Economic and Social Sustainability

Policy 1.6.1 Mixed residential and commercial use is encouraged throughout the City Centre. Council,

at the time of zoning, may influence both the location and scale of commercial development as it relates to associated residential uses.



Policy 1.6.2 Mixed residential and light industrial use is encouraged, provided an appropriate "fit" with surrounding land uses. Mixed residential and light industrial development may take the form of industrial studio space integrated with living space, or industrial and residential units that are separate tenancies in the same building or complex.

Policy 1.6.3 The City Centre shall be developed with a vibrant mix of housing types and tenures to provide housing for the widest possible range of people. Council may influence, at the time of zoning, residential scale, unit type and tenure.



CITY OF LANGFORD
BYLAW NO. 1828

A BYLAW TO AMEND BYLAW NO. 1200, "LANGFORD OFFICIAL COMMUNITY PLAN BYLAW, 2008"

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

A. Langford Official Community Plan Bylaw No. 1200, 2008 is amended as follows:

1. By replacing the City Centre section of the Official Community Plan with the text attached to this bylaw as Schedule A;
2. By replacing the phrase "Section 919.1(1)(e) and (f) of the *Local Government Act"* with:

   "Section 488(1)(e) and (f) of the *Local Government Act"* in section 14 paragraph 2.
3. By replacing the phrase "Section 919.1(1)(a) of the *Local Government Act"* with:

   "Section 488(1)(a) of the *Local Government Act"* in section 14 paragraph 4.
4. By replacing the phrase "Section 919.1(1)(b) of the *Local Government Act"* with:

   "Section 488(1)(b) of the *Local Government Act"* in section 14 paragraph 7.
5. By replacing the phrase "Section 919.1(1)(b) of the *Local Government Act"* with:

   "Section 488(1)(b) of the *Local Government Act"* in section 14 paragraph 8.
6. By deleting the paragraph: "The City of Langford designates all lands identified on Map 20 as the Sooke Road Commercial Revitalization Development Permit Area and all lands identified on Map 21 as the Downtown Pedestrian Commercial Development Permit Area as commercial revitalization development permit areas pursuant to Section 919.1(1)(d) of the *Local Government Act*. The form and character of development in these areas is of particular importance to the City's image and the City has particular objectives to encourage revitalization of older commercial premises and to ensure that new development incorporates pedestrian-oriented site planning, articulated and attractive building design, site amenites, and high quality public and private realm landscaping."

   And replacing it with:

   "The City of Langford designates all lands identified on Map 20 as the Sooke Road Commercial Revitalization Development Area and all lands identified on Map 21 as the City Centre Development Permit Area as commercial revitalization development permit areas pursuant to Section 488(1)(d) of the *Local Government Act*. The form and character of development in these areas is of particular importance to the City's image. The City has particular objectives to encourage revitalization of older commercial premises to ensure that new development incorporates pedestrian-oriented site planning, articulated and attractive building design, site amenities, and high quality public and private realm landscaping."
7. By replacing the phrase "Section 920.1 of the *Local Government Act"* with:

   "Section 484 of the *Local Government Act"* in section 14 paragraph 10.

8. By replacing the “City of Langford Downtown Pedestrian Commercial Area Map 21” with:

   “Map 21: City Centre Development Permit Area” as attached in Schedule B of this Bylaw.

B. This Bylaw may be cited for all purposes as “Langford Official Community Plan Bylaw, Amendment No. 30, 2019, Bylaw No. 1828".

READ A FIRST TIME this day of , 2019.

PUBLIC HEARING held this day of , 2019.

READ A SECOND TIME this day of , 2019.

READ A THIRD TIME this day of , 2019.

ADOPTED this day of , 2019.

MAYOR

(Certified Correct)
CORPORATE OFFICER

CITY CENTRE

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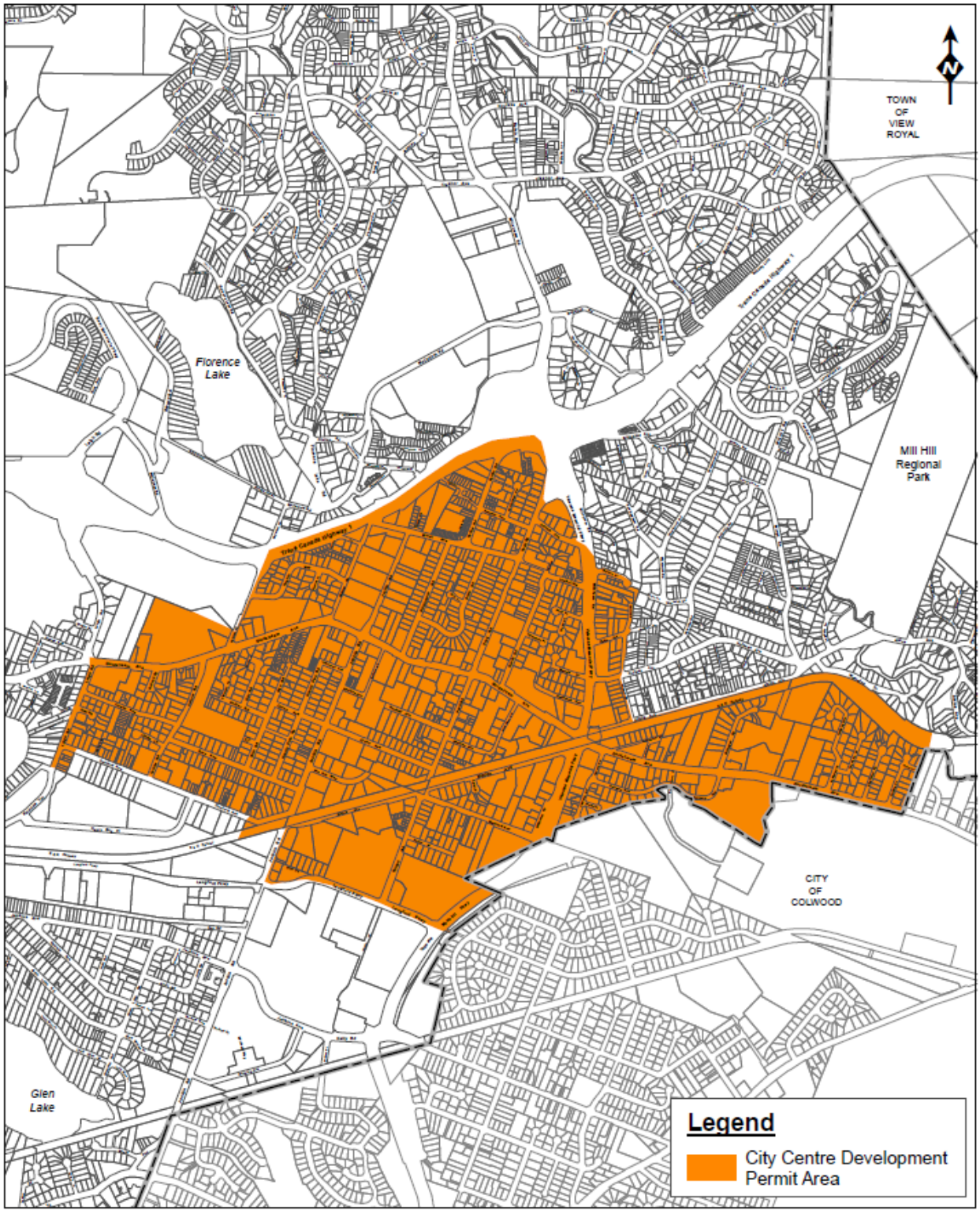
Policy 1.6.2 Mixed residential and light industrial use is encouraged, provided an appropriate "fit" with surrounding land uses. Mixed residential and light industrial development may take the form of industrial studio space integrated with living space, or industrial and residential units that are separate tenancies in the same building or complex.

Policy 1.6.3 The City Centre shall be developed with a vibrant mix of housing types and tenures to provide housing for the widest possible range of people. Council may influence, at the time of zoning, residential scale, unit type and tenure.



Schedule B

Map 21: City Centre Development Permit Area



CITY OF LANGFORD
BYLAW NO. 1829

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

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

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

1. By replacing the phrase "C10 (Langford City Centre) Zone in Table 1 of Section 4.01.01 with "C10 (Belmont Market and Residences)"

2. By replacing the phrase "Langford City Centre" in Part 5 with "Belmont Market and Residences"

3. By replacing the phrase "Langford City Centre (C10) Zone" with "Belmont Market and Residences (C10) Zone" in Section 6.54, 6.54.01(1), 6.54.02(1), 6.54.02(3), 6.54.03(1), 6.54.03(2), 6.54.03(3), 6.54.07(1), and 6.54.07(3);

4. By deleting the phrase "Downtown Pedestrian Commercial Development Permit Area" in Section 1.4.1(g) of Appendix A and replacing it with "City Centre Development Permit Area"

5. By adding the following as Section 1.4.1(h) of Appendix A and renumbering subsequent sections accordingly:

   "For areas designated within the City Centre Development Permit Area, a Development Permit is not required for alterations to or demolition of existing one- or two-family dwellings"

6. By replacing Appendix J to Zoning Bylaw No. 300 with the text attached to this bylaw as Schedule A;

7. By replacing the phrase, "Development in the Town Centre Area of the Westhills Green Community as shown in the Westhills Land Use must also follow the General Design Guidelines for Downtown Langford (found in Appendix J). Where Downtown Langford Guidelines refer to arterial roads in the Downtown area, these guidelines are understood to also be applicable to arterial roads in the Westhills Town Centre Area" with:

   "Development in the Town Centre Area of the Westhills Green Community as shown in the Westhills Land Use Plan must also follow the General Design Guidelines for Langford City Centre (found in Appendix J). Where the City Centre Guidelines refer to arterial roads in the City Centre area, these guidelines are understood to also be applicable to arterial roads in the Westhills Town Centre Area" in section 3.4.1 of Appendix P.

8. By replacing the phrase "General Design Guidelines for Downtown Langford" with:

9. "General Guidelines for Langford City Centre" in section 5.1 of Appendix S.

10. By replacing the name "Appendix V – Design Guidelines for Langford City Centre" with:

    "Appendix V – Design Guidelines for Belmont Market and Residences"

11. By replacing the phrase “C10 (Langford City Centre) Zone” with “C10 (Belmont Market and Residences) Zone” in the Preamble of Appendix V.

12. By replacing the phrase “Langford City Centre Guidelines will take precedence” with “Belmont Market and Residences Guidelines will take precedence” in the Preamble of Appendix V.

13. By replacing the phrase “To promote Langford City Centre” with:

    “To promote the Belmont Market and Residences” in section V.1 of Appendix V.

B. This Bylaw may be cited for all purposes as “Langford Zoning Bylaw, Amendment No. 557, 2019, Bylaw No 1829".

READ A FIRST TIME this day of, 2019.

PUBLIC HEARING held this day of, 2019.

READ A SECOND TIME this day of, 2019.

READ A THIRD TIME this day of, 2019.

ADOPTED this day of , 2019.

MAYOR

(Certified Correct)
CORPORATE OFFICER

Appendix J: General Design Guidelines for Langford City Centre

JUSTIFICATION

The City of Langford has designated all of the City Centre, as shown shaded in Map 21 of Bylaw No. 1200 Langford's Official Community Plan (OCP), as a Development Permit Area pursuant to the provisions of Section 488(1)(d), (e), and (f) of the *Local Government Act*. The City Centre plays a special role in both the residents' and visitors' impression of the City, therefore high quality planning, design and execution is essential for the City Centre. These Design Guidelines provide a comprehensive framework that incorporates design flexibility to create a unique and identifiable character while ensuring design diversity amongst developments within the City Centre. This appendix provides guidance and direction for the design and planning of buildings, site layouts and onsite landscaping. When the guidelines in this appendix conflict with statements in the Zoning Bylaw 300 for the City Centre, these guidelines will take precedent.

OBJECTIVE

The Official Community Plan outlines objectives and policies for both the public and private realms, the overarching objective of this set of guidelines is to provide guidance for private developments to contribute to the City's vision.

In particular, these Design Guidelines address the following OCP objectives:

- Ensure development in and around centres supports a nodal pattern of development;
- Encourage the growth of business activities in all parts of the community as a mixed-use urban design objective;
- Create livable streets through scale, form, building orientation and character elements;
- Ensure accessibility is considered for planning and design of buildings, the public realm and public parks;
- Promote a greater sense of place that celebrates our community's unique setting and people;
- Preserve and increase the stock of safe and affordable housing;
- Support residents in moving through the stages of the housing continuum and facilitating the delivery of a range of housing types along the continuum;
- Pursue 'aging in place' and accessibility strategies for housing;
- Set targets for family and ground-oriented housing in high-density development projects;
- Develop more connected and integrated City Centre road networks;
- Encourage energy efficiency and green building development for new buildings; and
- Ensure flexibility and ability to adapt to future changes.

Applicants should provide a statement indicating how their proposal complies with the following guidelines. Where some element of the design does not comply with a guideline, a justification stating the divergence and the reasoning should be made. Council may diverge from the guidelines where a convincing or persuasive rationale that preserves the intent of the guidelines is supplied.

1 URBAN ENVIRONMENT

- Create livable streets through scale, form, building orientation and character elements;
- Ensure accessibility is considered for planning and design of buildings, the public realm and public parks; and
- Promote a greater sense of place that celebrates our community's unique setting and people.

1.1 Sense of Place

Intent: To create a sense of transition as one enters or departs the City Centre.

Guidelines:

a) Developers are encouraged to contribute to the beautification of their property through art installations approved by the City Planner;
b) Green buffers should be provided in and between open areas (i.e. parking lots) ; and
c) Development should engage green and open space.



Existing City art installation

1.2 Pedestrian Orientation

Intent: To establish high quality and engaging urban areas oriented towards pedestrian interaction.

Guidelines:

a) The scale of development should not overwhelm adjacent pedestrian areas; and
b) Large developments are encouraged to incorporate buildings with arcades and canopies for pedestrians.



Large development arcade

1.3 Pedestrian Accessibility

Intent: To ensure private realm accessibility based on the needs of people of all ages, paying special attention to peoples with reduced mobility.

Guidelines:

a) Development is expected to not include elements that obstruct optimal accessibility;
b) Public entrances are expected be located at the level of the adjacent public walkway;
c) Building fronts located at ground level should be conducive of business related activities (i.e. browsing);
d) Corner buildings are expected be conducive to pedestrian movement along both fronts; and
e) Mid-block pedestrian alleys are encouraged for better access to rear parking.



Pedestrian conducive building corner

2 VISUAL QUALITY

- Ensure that less desirable yet essential building qualities are masked and appearances preserved;
- Promote safety and usability of exterior areas; and
- Promote a greater sense of place that celebrates our community's unique setting and people.

2.1 Screening

Intent: To create and protect visual quality and sight lines.

Guidelines:

a) Vertical screening elements such as plantings or decorative walls are encouraged;
b) Shrubs, plantings, and berms should be used to create visual interest within developments;
c) All screening components should implement Crime Prevention Through Environmental Design (CPTED);
d) Permeable fences may screen views and create decorative accents;
e) Solid, visually impermeable fences for screening is discouraged; and
f) Unscreened and unenclosed storage is not preferred, and shall only occur at the discretion of the City Planner.



Green decorative wall



Visually permeable fence

2.2 Exterior Lighting

Intent: To encourage on-site lighting that provides clear visuals and public and site security without diminishing visual appearance.

Guidelines:

a) Lighting is expected to be provided for all on-site walkways, driveways, parking areas and loading areas;
b) On-site lighting shall be consistent and contained as well as mitigate up-casting via ground orientation;
c) Lighting is encouraged to enhance signage, architectural and landscaping features;
d) Light fixtures should be incorporated or concealed by the architectural and site design;
e) Lamp standards and fixtures, when stand-alone, shall be of high aesthetic quality;
f) Solar powered lights are encouraged; and
g) Developments near highly travelled areas are encouraged to provide after hours safety lighting.



Onsite walkway lighting

2.3 Building Signage

Intent: To promote the design and integration of building signs that contribute to the image of the City Centre.

Guidelines:

a) Signs are expected to be integrated into building design and reflect the character of the architecture;
b) Signage is expected to reflect the size of establishment it represents;
c) Signage shall incorporate 3-dimensional elements (i.e. lettering and trim), and must not be flat;
d) Lettering and other graphic elements should be simple, utilizing a minimal number of colours; and
e) Luminous or exterior neon signs may occur if they do not interfere with their surroundings.



Signage reflecting building scale

3 SITE DEVELOPMENT

- Ensure accessibility is considered for planning and design of buildings, the public realm and public parks;
- Develop more connected and integrated City Centre road networks; and
- Ensure flexibility and ability to adapt to future changes.

3.1 General Elements

Intent: To maximize development site potential and use.

Guidelines:

a) The development design should clearly integrate the overall character of the City Centre and neighbourhood;
b) All building development shall demonstrate a pedestrian focus through orientation, scale and frontage;
c) Development is expected to incorporate the siting and layout of adjacent sites to maximize neighbourhood interconnectedness;
d) Developments that face two or more streets are expected to treat all street facing facades as primary facades for design purposes; and
e) Development is encouraged to incorporate multiple lots (consolidation of two or more lots) so as to increase green space potential.



Pedestrian accessibility

3.2 Driveways and Vehicle Entrances

Intent: To mitigate the presence of driveways ad driveway intersections in the City Centre.

Guidelines:

a) For adjoining developments, shared driveways are encouraged;



Maximizing interconnectedness

b) Corner properties shall have driveway access from the less trafficked street;
c) The use of permeable materials for residential driveways is encouraged; and
d) Driveway design is expected to preserve entrance and departure sightlines.



Shared driveway

3.3 Parking Lots and Structures

Intent: To incorporate parking into the pedestrian oriented City Centre.

Guidelines:

a) Parking is expected to be internalized within a structure or placed at the rear of the site;
b) For adjoining developments, shared parking lots are encouraged;
c) Larger parking lots are expected to be segmented into attractive parking areas through the use of landscaping;
    i. Planted medians should be wide enough to support rooting areas;
    ii. Planted medians should preserve sight lines; and
    iii. Plantings should provide year round visual interest.
d) Parking lots and structures are expected to be buffered with vegetation or screening while permitting views into and through the site;
e) Residential parking lots and structures are expected to incorporate wiring for EV charging stations;
f) Storage and garbage areas shall be adequately incorporated and screened within parking lots and structures; and
g) Bicycle storage shall be incorporated and concealed through architectural design.



Parking lot landscaping

3.4 Parking Garages and Carports

Intent: To mitigate visual dominance and promote a pedestrian-centric environment.

Guidelines:

a) Garages and carports shall not be the dominant feature of residential buildings;
b) The siting of garages and carports shall be set behind the leading front façade;
c) Garages and carports are encouraged to be at the rear or side of residential buildings; and
d) Garages are expected to have a minimal frontage appearance, promoting a pedestrian environment.



Electric Vehicle charging station

4 GENERAL FORM AND CHARACTER DESIGN

- Create livable streets through scale, form, building orientation and character elements;
- Promote a greater sense of place that celebrates our community's unique setting and people;
- Encourage energy efficiency and green building development for new buildings; and
- Ensure flexibility and ability to adapt to future changes.

4.1 Orientation and Massing

Intent: To utilize development for the purposes of framing public areas.

Guidelines:

a) Buildings are encouraged to be designed with minimal front lot line setbacks;
   i. Buildings incorporating plazas or outdoor seating shall not have zero setback; and
   ii. Plazas and outdoor seating areas are expected to incorporate compatible architectural features with adjoining buildings.

b) Taller buildings are expected to incorporate tower-podium building massing, various forms or stepped-back upper levels; and

c) Massing is expected to reflect the human scale of the neighbourhood within the City Centre.



Rear access residential parking



Minimal front setbacks (commercial)

4.2 Façade Features

Intent: To promote a sense of place through visually attractive façades.

Guidelines:

a) Architectural components are expected to differentiate the primary façade from other building sides;

b) Architectural features should highlight structural forms and modulate façades;

c) Uninterrupted walls facing open areas or lot space should include alternative forms of visual appeal (i.e. murals);

d) Side and rear walls, facing walkways, should include an architectural façade feature to animate the pedestrian realm; and

e) Façades should highlight the base, middle and top through distinct architectural features.



Blank wall murals

4.3 Building Entry and Access

Intent: To promote a variety of visually appealing and user friendly building accesses.

Guidelines:

a) Large Residential buildings should provide individual walk up entries for ground level units;
b) Individual entrances in multi-tenant buildings are expected to be clearly separate and should make use of a variety of architecture features, materials and colour schemes;
c) Entrances are expected to include covering features to protect users from weather; and
d) Primary and secondary entrances shall be visible from the street for safety.



Weather protection for users

4.4 Roofscapes

Intent: To ensure roofs are an extension of building design consideration.

Guidelines:

a) Roofs are expected to reflect the buildings façade features and should respect the design of adjacent buildings;
b) Mechanical equipment shall be setback from the perimeter and screened;
c) Tall residential buildings are encouraged to incorporate roof-top terraces and patios; and
d) Small residential buildings are encouraged to incorporate skylights.



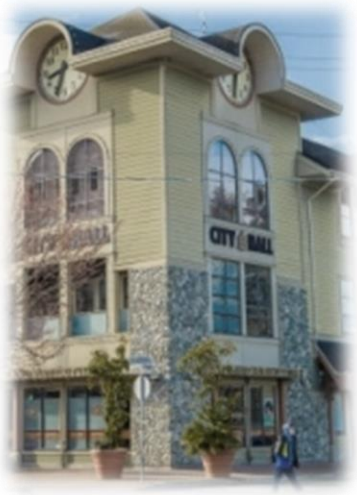
Rooftop terrace/patio

4.5 Materials

Intent: To create consistency of material usage by new developments within the City Centre.

Guidelines:

a) Accent materials are expected to respect those of adjacent and nearby buildings (i.e. river rock);
b) Window material shall be clear glass, while screening glass shall be opaque (i.e. opaque glass on balconies);
c) Heavily tinted and reflective glass is strongly discouraged;
d) Construction materials (i.e. metal, brick, wood) may be used as cladding materials;
e) Smooth faced concrete and vinyl is strongly discouraged for finished exteriors; and
f) Materials are expected to remain consistent on all sides of the building.



Appropriate setting accent materials

4.6 Colours

Intent: To create a colour landscape that is not visually over whelming.

Guidelines:

a) The primary colours of a development shall utilize earth tones and muted variations of the 12-spoke colour wheel;
b) Colour schemes should be respective to the colours of surrounding buildings; and
c) Solid colours or pure hues and their various tints, shades and tones may be incorporated for accents and accent features as permitted by the City Planner.



Earth tone utilization

5 BUILDING TYPE

- Ensure accessibility is considered for planning and design of buildings, the public realm and public parks;
- Ensure flexibility and ability to adapt to future changes; and
- Promote design individuality within a consistent pattern through the community.

5.1 Apartment Buildings

Intent: To have apartment buildings contribute to the housing density and visual appearance of the City Centre.

Guidelines:

a) Large apartment buildings shall have a ground level that engages the pedestrian environment, animates the street and provides individuality from adjacent buildings;
b) Large façades are expected to be broken up by using a variety of materials and architectural features;
c) Balconies and patios should be a feature of every unit;
    i. Balcony and patio screening shall be an opaque glass; and
    ii. Area must be a functional area, not solely an architectural feature.
d) Visual characteristics of adjacent buildings should be incorporated into new development; and
e) Adjacent developments should promote sense of community through incorporating adjoining green or open space.



Engaging ground level

5.2 Townhouses and Row-Homes

Intent: To create micro communities and a variety of visually conforming housing options within the City Centre.

Guidelines:

a) Designers are encouraged to emphasize individuality of buildings while incorporating aspects of adjacent developments;



Balconies and patios

b) Entrances and front façades are expected to engage the pedestrian environment; and
c) Green and open space should be incorporated into a common use area.

5.3 Mixed-Use

Intent: To create symbiotic relationships between commercial and residential applications within the same development.

Guidelines:

a) Commercial spaces are expected be located on the ground level with direct pedestrian access;
b) Ground level should be taller than typical upper level;
c) Clear glass fenestration is encouraged for the façade of ground level commercial spaces;
d) Front facades should be designed in smaller segments, avoiding large continuous façade designs;
e) Entrances for commercial and residential uses are expected to be easily distinguishable; and
f) Upper floors should project over lower commercial space.



Pedestrian oriented townhouse

5.4 Commercial Spaces (Large/Small)

Intent: To integrate solely retail establishments (large and small) into the urban pattern of the City Centre.

Guidelines:

a) Large format stores are expected to reduce their footprint by incorporating multiple storeys;
b) Clear glass fenestration is encouraged for the façade of ground level commercial space;
c) Upper level facades shall incorporate elements of adjacent buildings;
d) Entrance features for weather protection should be incorporated into architectural design; and
e) The façade of larger stores is expected to be broken down into smaller segments to blend the large and small commercial spaces.



Taller mixed-use ground level

5.5 Office Buildings

Intent: To promote the integration of stand-alone office structures into City Centre urban design.

Guidelines:

a) The main entrance should be set back front the front façade and located on ground level (recessed entrance);
b) Glazed glass should be used for ground level fenestration;
c) Upper levels should be articulated similarly to adjacent buildings; and
d) The ground level should be taller than standard single floor height.



Multi-storey big box commercial

5.6 Light Industrial

Intent: To integrate light industry into the City Centre while mitigating the visual presence.

Guidelines:

a) Buildings are expected to be fenestrated and finished to blend with the surrounding neighbourhood; and

b) Design should blend and incorporate architectural features of the surrounding non-industrial buildings.



Recessed main entrance

6 CITY CENTRE NEIGHBOURHOODS

- Ensure development in and around centres supports a nodal pattern of development;
- Encourage the growth of business activities in all parts of the community as a mixed-use urban design objective;
- Preserve and increase the stock of safe and affordable housing;
- Support residents in moving through the stages of the housing continuum and facilitating the delivery of a range of housing types along the continuum; and
- Pursue 'aging in place' and accessibility strategies for housing.

Intent: This section provides background information and development focus for each neighbourhood based on the pre-existing conditions, location and relativity to OCP vision.



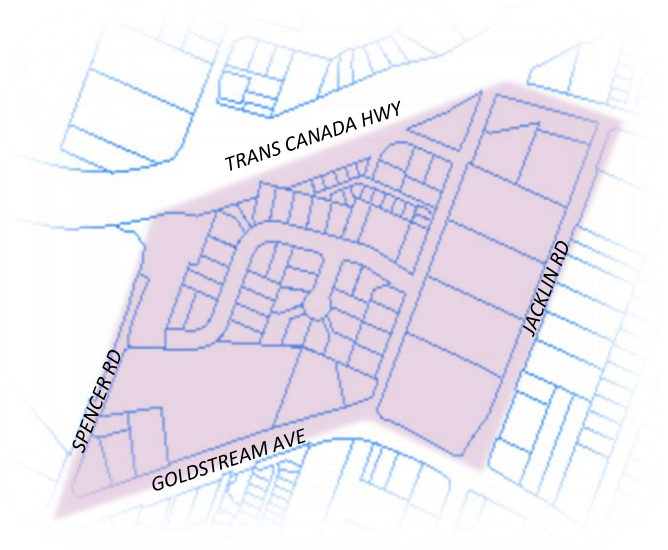
N1 Matson

The Matson neighbourhood is comprised of low-rise residential buildings as well as a variety of commercial buildings along Goldstream Ave. The school on the east side offers a large green space.

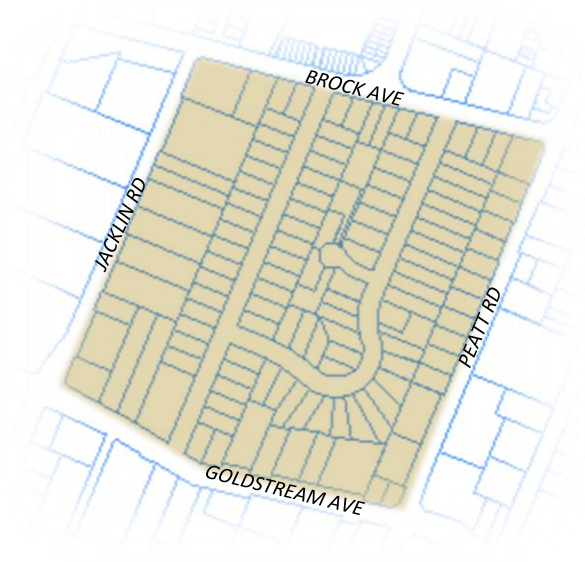
This neighbourhood is a suitable location for future medium to high-density residential development due to the proximately to school and commercial spaces of the City Centre.

Development within the Matson area shall incorporate mixed-use development along Goldstream Ave. as well as medium-density residential development towards to north end.

A development emphasis should promote a family oriented neighbourhood, with additional green and open space.



N2 Strathmore



The Strathmore neighbourhood is located towards the middle of the City Centre. The borders consist of main connector roads going north/south and east/west.

This neighbourhood is a very suitable location for medium and high-density residential development due to the variety of existing building types.

Development along Peatt Rd. and Goldstream Ave., including the southern end of Jacklin Rd. shall contain commercial and heavily pedestrian oriented ground floors.

A development emphasis should be on creating an animated street level for the public.

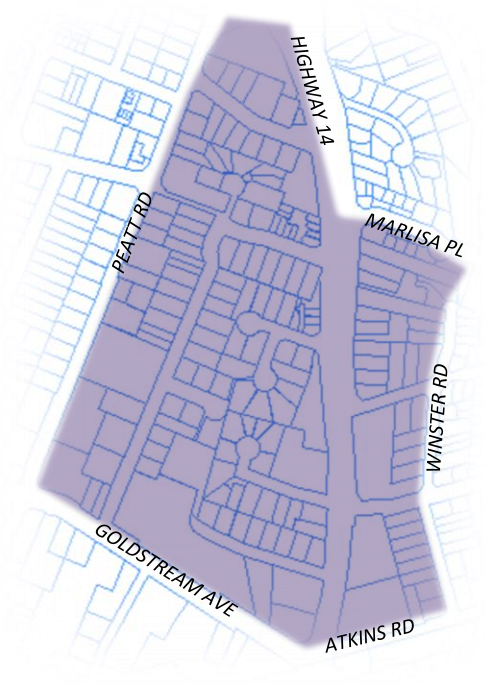
N3 Claude

The Claude neighbourhood contains a major transportation artery and a significant commercial area along Goldstream Ave.

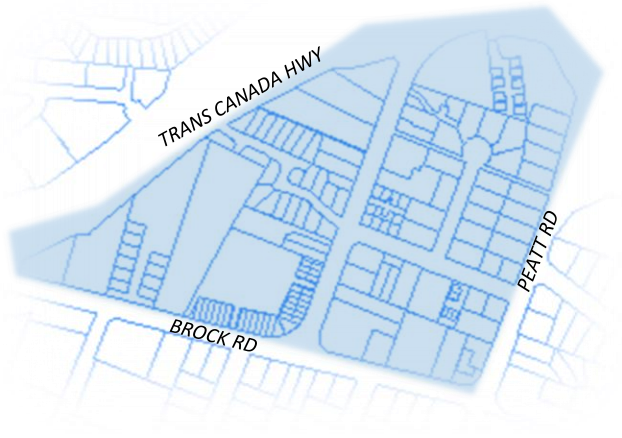
Due to the proximity of amenities and transportation routes, Claude is an ideal neighbourhood for high-density residential development.

Development shall focus on creating a residential node near the commercial activity along Goldstream Ave.

A development emphasis should create pedestrian access between the cul-de-sacs to create an attractive and walkable neighbourhood.



N4 Deville



The Deville neighbourhood is located at the northern edge of the City Centre restricted by the Highway to the north.

This neighbourhood is comprised predominantly of residential buildings. Further residential development shall consist of medium and high-density buildings that maximize the infill density of the neighbourhood.

A development emphasis should incorporate green and open space into the residential developments to increase active space for residents within the neighbourhood.

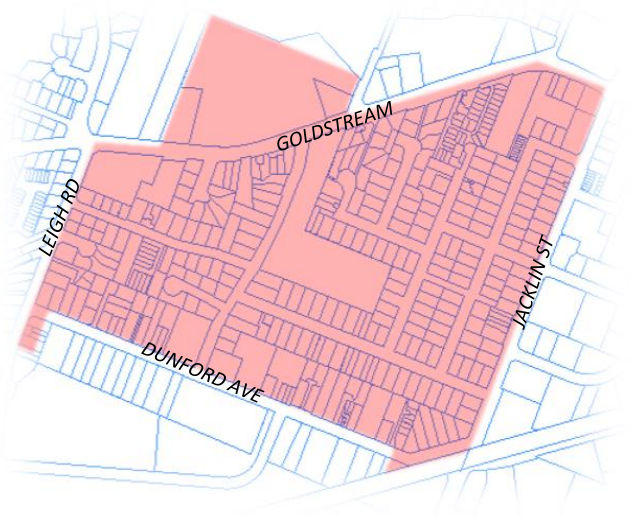
S1 Centennial Park

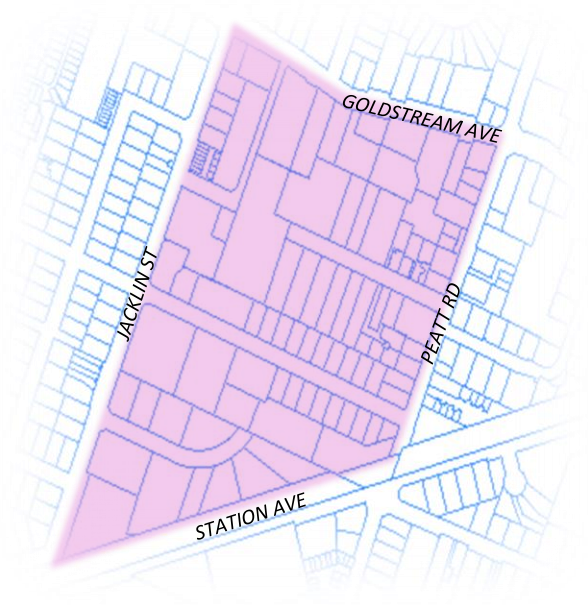
Surrounding a large green space, the Centennial Park neighbourhood boasts late century single family dwellings located on cul-de-sac roads.

This neighbourhood is very suitable for mixed-use development, shared streets and enlarged walkways as well as high-density apartment buildings near Goldstream Ave.

Other opportunities for development in this neighbourhood include townhouses and medium-density apartments to replace the single-family dwellings on cul-de-sacs and shared streets.

Emphasis within the Centennial Park neighbourhood shall be placed on a family focus and being able to move through the housing continuum by addressing various housing types.





S2 City Hall

The City Hall neighbourhood has a wide variety of uses from light industrial to mixed-use and residential

This neighbourhood, due to the variety of uses and central location in the City Centre, serves as a representation for the remainder of the City.

Development within this neighbourhood shall include medium and high-density residential as well as mixed-use buildings along Goldstream Ave. Buildings not used for residential purposes, shall incorporate and blend design to maximize consistency.

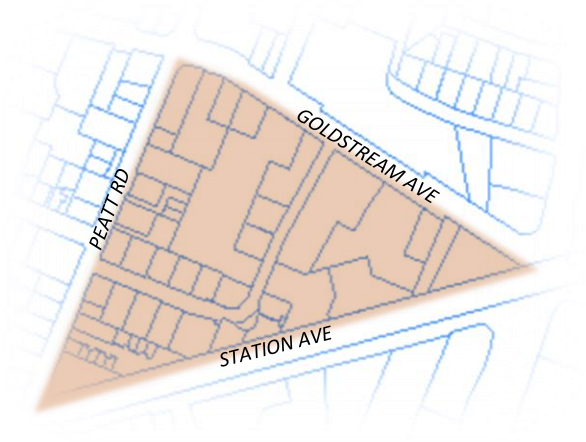
Emphasis within the City Hall neighbourhood shall be to create a walkable, pedestrian oriented neighbourhood.

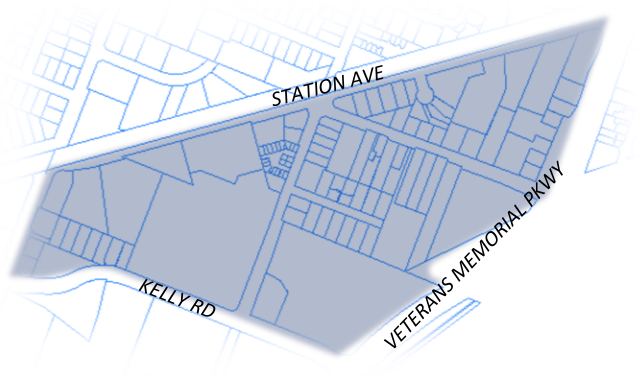
S3 Fountain

The Fountain neighbourhood is the smallest and most central within the City Centre. This neighbourhood is comprised of commercial amenities as well as some residential space.

This neighbourhood is very suitable for further commercial development as well as incorporating high-density mixed-use buildings.

Due to the size and location of the Fountain neighbourhood, development should emphasize a pedestrian orientation through alternative parking solutions and the incorporation of commercial and mixed-use buildings. Also emphasized is the inclusion of plazas and public space within this neighbourhood.





S4 South Centre

The South Centre neighbourhood hosts big box stores in the southern section and a mixture of residential densities to northeast.

Development shall blend the big box commercial into the residential through the incorporation of architectural features as described in the design guidelines.

Medium-density development should be situated above multi-level retail and commercial space while shifting to high-density residential towards the convergence of Station Ave. and Veterans Memorial Parkway.

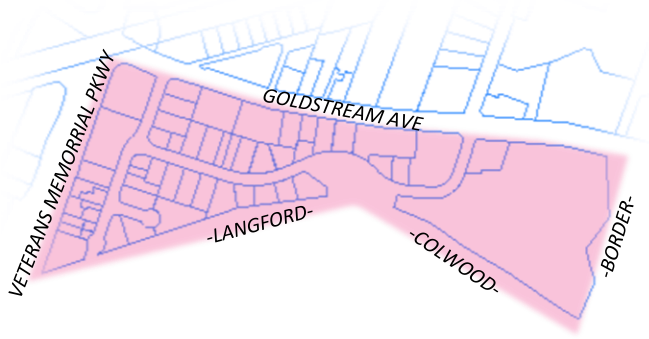
A development emphasis should promote permeable ground surface material and the incorporation of green and open spaces.

S5 Veterans Park

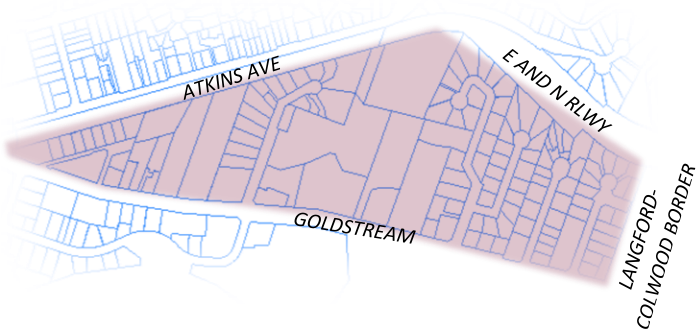
Veterans Park is a small neighbourhood that borders Colwood to the south and Goldstream Ave. to the north. Largely occupied by residential lots, this neighbourhood should boast medium to high-density residential development.

Due to the small geographic size of this neighbourhood, the goal of Veterans Park is to create an extremely walkable and pedestrian oriented environment.

A development emphasis should incorporate new and existing green space and shared streets to maximize public space.



S6 Goldstream East



The Goldstream East neighbourhood is located on the easternmost boundary of the City Centre and is comprised of predominantly low-rise single-family dwellings. There are commercial and institutional facilities located along the western portion of Goldstream Ave.

Development shall focus on medium and high-density residential buildings located towards the Goldstream Ave. and Veterans Memorial Pkwy. Intersection.

A development emphasis should incorporate pedestrian access between cul-de-sac roads in the east as well as creating a family orientation near the school with green and open space.

City of Langford
www.cityoflangford.ca

Staff Report

to

Council

Date: May 21, 2019

Department: **Planning**

Subject: Bylaw Nos 1848, 1849, and 1850 - Planning, Subdivision and Building Application Fee Adjustments

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Background
At their Regular meeting held May 6th, 2019, Council adopted Bylaw No 1838 to approve the 2019 Tax Rate, which includes an increase of 2.49%.

Commentary
As has occurred in previous years, staff have prepared bylaws to amend the Building, Planning and Subdivision related fees commensurate with the general tax increase. As such, Bylaw No 1848 has been drafted to adjust the following fees by 2.49%:

- OCP amendment applications;
- Rezoning applications;
- Public Hearings;
- Development Permit and Development Permit amendment applications;
- Development Variance Permit applications;
- Letters of exemption;
- Temporary Use Permit applications;
- Board of Variance applications;

In addition to these fee adjustments, staff have included some minor changes to the Planning fee schedule in this bylaw, including:

- Removing obsolete fees;
- Updating inconsistencies in the commercial, industrial, and business park form and character Development Permit fee categories; and
- Clarifying wording in the Development Permit Amendment categories.

Bylaw No 1849 includes a 2.49% fee adjustment to Subdivision related fees as well as adjustments to the administration fee and per lot unit fees collected at the initial and final stages of the application process. The administration fee has been increased to better reflect basic staff time required regardless of application size at these steps in the process, and the per-unit multiplier has been reduced to offset this increase somewhat.

Bylaw No 1850 includes fee adjustments to Building Permit related fees.

Financial Implications
Generally increasing fees to keep up with the cost of living should maintain the relationship between applications and cost recovery, which Council is required to continue under Provincial legislation.

Legal Implications
None.

Options

That Council:

1. Give first, second and third reading to Bylaw No. 1848; and
2. Give first, second and third reading to Bylaw No. 1849; and
3. Give first, second and third reading to Bylaw No. 1850;

OR

4. Take no action at this time with respect to adjusting application fees

Submitted by:	Leah Stohmann, MCIP, RPP, Deputy Director of Planning
Concurrence:	Adriana Proton, Manager of Legislative Services
Concurrence:	Matthew Baldwin, MCIP, RPP Director of Planning
Concurrence:	Michael Dillabaugh, CPA, CA, Director of Finance
Concurrence:	Braden Hutchins, Director of Corporate Services
Concurrence:	Darren Kiedyk, Chief Administrative Officer

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CITY OF LANGFORD
BYLAW NO. 1848

A BYLAW TO AMEND BYLAW NO. 209, "DISTRICT OF LANGFORD DEVELOPMENT PROCEDURES, 1997"

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

1. Bylaw No. 209, cited as "District of Langford Development Procedures, 1997" is amended by:

   a) By replacing Schedule 'D' with the following: "

Official Community Plan Amendment Fees			
Application Type	**Base Fee**	**Public Hearing**	**Combined Fee**
Application concurrent with Application to Rezone	$2,294	nil	**$2,294**
All Land Uses <1000m^2 of site area	$3,209	$2,522	**$5,731**
All Land Uses 1001m^2 – 8094m^2 (2ac) of site area	$6,649	$2,522	**$9,171**
All Land Uses >8094m^2 – 40,467m^2 (10ac)	$9,514	$2,522	**$12,036**
All Land Uses >40,467m^2 (10ac)	$11,808	$2,522	**$14,330**
Zoning Amendment Fees			
Application Type	**Base Fee**	**Public Hearing**	**Combined Fee**
Text amendment only, under existing zoning for changes to Density Bonusing provisions	$1033	$2,522*	**$3,555**
Text Amendment only under existing zoning for changes to not more than two (2) aspects of the Zoning Bylaw, other than Density Bonus provisions	$2,062	$2,522*	**$4,584**
All Land Uses <1000m^2 of site area	$3,209	$2,522*	**$5,731**
All Land Uses 1001m^2 – 8094m^2 (2ac) of site area	$6,649	$2,522*	**$9,171**
All Land Uses >8094m^2 – 40,467m^2 (10ac)	$9,514	$2,522*	**$12,036**

All Land Uses >40,467m^2 (10ac)	$11,808	$2,522*	**$14,330**

*Fee reduced to $2,047 if public hearing waived
**Add $2,238 for the creation of a new zone designation"

b) By replacing Schedule 'E' with the following: "

Development Permit Fees **If any work for which a permit is required commences prior to a permit being issued, the fee payable shall be doubled.**		
Interface Fire Hazard Development Permit Area (ONLY) – Development Permit for one- and two-family residential development on an individual lot and/or the creation of not more than two lots by subdivision where development is fully compliant with Interface Fire Hazard design guidelines.		**$287**
Riparian Development Permit Area (ONLY) – Development Permit for one- and two-family residential development on an individual lot where no work is occurring within a Streamside Protection and Enhancement Area (SPEA) as defined by a qualified professional;		**$572**
Two-Family Residential (Duplex) - compliant with Design Guidelines and which may or may not include Interface Fire Hazard Development Permit Area;*		**$917**
Two-Family Residential (Duplex) – not compliant with Design Guidelines and which may or may not include Interface Fire Hazard Development Permit Area and may or may not include variances;**		**$2,350**
For combined Environmentally Sensitive/Hazardous and Form & Character applications, fees shall be paid on the basis of the greater of either the Environmentally Sensitive/Hazardous Development Permit Area(s) Impacted (column A) OR the scale of development (column B)		
Column A	**Column B**	**Fee**
Environmentally Sensitive/Hazardous Development Permit Areas Impacted	**Form & Character**	
Less than 150m^2 of site area within a defined development permit area	Less than 100m^2 of new commercial/industrial/business park GFA; **and/or** exterior renovation of existing intensive residential (including duplex) or multi-family residential buildings that represents a change to the form and character of a building or buildings;	**$572**
150-1000m^2 of site area within a defined development permit area	Up to and including 4 residential units; **and/or** Up to 200m^2 of new Com/Ind/Bus Park GFA; **and/or** exterior renovation of existing Com/Ind/Bus Park buildings up to 200m^2 of GFA that represents a change to the form and character of a building or buildings;	**$2,062**
1001-4500m2 of site area within a defined development permit area	5- 12 residential units; **and/or** Up to 300 m^2 of new Com/Ind/Bus Park GFA **and/or** Exterior renovation of existing Com/Ind/Bus Park buildings up 2000m^2 of GFA that represents a change to the form and character of a building or buildings;	**$4,357**
4,501-25,000m^2 of site area within a defined	13-49 residential units; **and/or**	**$6,649**

development permit area	Up to 4500 m^2 of new Com/Ind/Bus Park GFA **and/or** exterior renovation of existing Com/Ind/Bus Park buildings over 2000m^2 of GFA that represents a change to the form and character of a building or buildings;	
>25,000m^2 of DP site area	50+ residential units; **and/or** 4501 m^2+ of new Com/Ind/Bus Park GFA	**$10,891**

*A duplex development permit issued by Council's delegate
**A duplex development permit issued by Council

Development Permit Amendment Fees	
The Director of Planning may consider the following types of amendments to an issued Development Permit, where such changes maintain the overall intent of the previously issued Development Permit and are consistent with the Development Permit Area Guidelines appended to Zoning Bylaw No. 300	
Minor amendment for changes that are eligible for a Development Permit Exemption in accordance with s.1.4 of Appendix A to Zoning Bylaw No. 300	**No Fee, unless a Letter of Exemption is requested or required**
Minor amendment for changes that: • Require the issuance of a Development Permit Amendment for the purpose of issuing a variance to reduce a bylaw requirement by no more than 10%	**$229**
Moderate amendment for changes that: • Require the issuance of a Development Permit Amendment for the purpose of: • Increasing floor space by more than 10% of the GFA originally approved, but less than 20%; • Issuing a variance to reduce a bylaw requirement by more than 10%; • Adjusting a streamside protection and enhancement area per the conditions specified in s.2.3.4 of Appendix A to the Zoning Bylaw No. 300 and where such adjustment is supported by the project biologist	**16% of the original fee**
Major amendment for changes that are not considered to be a Minor or Moderate amendment	**27% of the original fee**
Appeal Fee (if Development Permit cannot be issued by Council's delegate)	**$1,432 in addition to above fees**
Development Permit Issued by Council with Variances (other than duplex)	**$1,432 in addition to the above fees**
Letter of Exemption from the Requirements of a Development Permit	**$115**
Other Fees	
Board of Variance	**$715**
Counter Petition: If the City is required to provide a counter petition opportunity as a result of any planning related application (Official Community Plan Amendment, Rezoning, Development Permit, Development Variance Permit, and Temporary Use Permit).	**$642**

Development Variance Permit Fees	
Application Fee	**$1,432**

Temporary Use Permit Fees	
Application Fee	**$2,007**
Renewal Fee	**$287**

”

2. This Bylaw may be cited for all purposes as "City of Langford Development Procedures, Amendment Bylaw No. 19, 2019, Bylaw No. 1848".

READ A FIRST TIME this day of , 2019.

READ A SECOND TIME this day of , 2019.

READ A THIRD TIME this day of , 2019.

ADOPTED this day of , 2019.

_____ _____

MAYOR (Certified Correct)
CORPORATE OFFICER

CITY OF LANGFORD
BYLAW NO. 1849

A BYLAW TO AMEND THE SUBDIVISION AND DEVELOPMENT SERVICING BYLAW

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

1. City of Langford Subdivision and Development Servicing Bylaw No. 1000 is amended as follows:

   i) By replacing Table 1 – 1 “Applications and Fees” in Schedule 1 Procedures and Fees with the table attached.

2. This Bylaw may be cited as “Subdivision and Development Servicing Bylaw, Amendment No. 19 (Fee Schedule), Bylaw No. 1849”.

READ A FIRST TIME this xx day of xxx, 2019.

READ A SECOND TIME this xx day of xxx, 2019.

READ A THIRD TIME this xx day of xxx, 2019.

ADOPTED this xx day of xxx, 2019.

MAYOR

(Certified Correct)
CORPORATE OFFICER

Table 1 – 1
Applications and Fees

Section Number	Application Type	Admin Fee	Unit Fee
1.1.1	Application for the Approving Officer's Statement of Conditions (Residential Lots)	$500	Plus, per new lot created: • $50 for <500m^2 lots (any zone) • $50 for >500m^2 and <835m^2 lots in an R2 zone • $50 all other residential
1.1.1	Application for the Approving Officer's Statement of Conditions (Commercial or Industrial)	$600	Plus, per new lot created: • $500 for Commercial or Industrial
1.3.1	Boundary Adjustment	$840	Plus $250 per each additional lot line to be adjusted
1.4.1	Revised application for a Statement of Conditions (when applied for within one year of original application)	$840	
1.5.1	Extension of a Statement of Conditions	$300	12-month extension
1.5.1	Signature Expiration (or re-signature)	$115	
1.6	Approval of a Phased Strata Plan; or amendment of Phased Strata Plan (due upon Form P submission)	$560	Per phase
1.7.1	Strata-Title Conversion Residential Compliant	$840	
1.7.1	Strata-Title Conversion Residential Non-Compliant	$2300	
1.7.1	Strata-Title Conversion Commercial/Multi Family/ Industrial Compliant	$1670	
1.7.1	Strata-Title Conversion Commercial/Multi Family/ Industrial Non-Compliant	$3340	
1.8.1	Air Space Parcel	$600	Plus, per new lot created: • $400 Residential and other non commercial or industrial uses • $500 Commercial, Industrial Plus $5,000 for legal review, the unused portion of which shall be refunded
	Council Consideration	$150	For Council to consider an application that proposes a lot width where the frontage for a lot is less than 10% of the lot perimeter
1.9.1	Application for Pre-Design Meeting	$600	Plus, per new lot created: • $200 for <500m^2 lots (any zone) • $300 for >500m^2 and <835m^2 lots in an R2 zone • $500 all other residential • $500 Commercial or Industrial
1.10.1	Application to Construct – On Site (Construction Administration Fee)	$785	Plus 2.5% of engineers estimate of cost of works and services up to $200 000 and 1% of the remainder
	Application to Construct – Off Site (in existing road ROW) (Construction Administration Fee)		In accordance with Highway Use Bylaw (Bylaw No. 33) To include all utilities except Hydro
1.12.2	Application for Final Approval of a Subdivision	$500	Plus, per new lot created: • $150 for <500m^2 lots (any zone) • $200 for >500m^2 and <835m^2 lots in an R2 zone • $400 all other residential • $500 Commercial or Industrial • DCC Payment Due (Residential ONLY)

CITY OF LANGFORD
BYLAW NO. 1850

A BYLAW TO AMEND BYLAW NO. 1160,
"LANGFORD BUILDING BYLAW NO. 1160, 2008"

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

A. Bylaw No. 1160 cited as "Building Bylaw No. 1160, 2008" is amended as follows:

   1. By replacing Appendix "A" to Bylaw No. 1160 and replacing it with Appendix "A" attached to this bylaw.

B. This Bylaw may be cited for all purposes as "Langford Building Bylaw No.1160, Amendment No 12, 2019".

READ A FIRST TIME this xx day of xxx, 2019.

READ A SECOND TIME this xx day of xxx, 2019.

READ A THIRD TIME this xx day of xxx, 2019.

FINALLY PASSED AND ADOPTED this xx day of xxx, 2019.

_____ _____

MAYOR (Certified Correct)
CORPORATE OFFICER

APPENDIX "A"

A. GENERAL

1. **Double Permit Fee** - if any work for which a permit is required under this bylaw shall commence before a permit has been obtained, the fee payable as determined in the above schedule shall be doubled.

2. **Refunds** - At any time before the work has commenced in respect to which a permit has been issued, the permit holder may apply for cancellation of the permit. Upon receipt of such application, the Chief Building Inspector, if satisfied that the work has not commenced, shall cancel the permit and shall refund to the permit holder 50% of the fee paid in respect of the permit, but not less than the application fee.

3. **Re-inspection Fees** - Where any inspection carried out pursuant to this bylaw discloses faulty work and a subsequent inspection is made necessary, the fee for such subsequent inspection shall be **$55.64**. Where a permit holder fails to have the work to be inspected accessible and ready at the time the inspection is called for, the Chief Building Inspector may charge an additional fee of **$55.64** for each subsequent call for inspection made necessary. Re-inspection fees must be paid prior to the re-inspection.

4. **Reduction of Fee Where a Certified Registered Professional Reviews -** Where a registered professional engineer or architect reviews and certifies an application for a building permit as being in compliance with this bylaw and the Building Code, and where the City of Langford relies upon that certification in issuing a building permit, the building permit fee shall be reduced by 5%.

B. SCALE OF FEES - BUILDING PERMITS

1. The charge for permits issued in accordance with this Bylaw, shall be based on the value of construction as determined by the Chief Building Inspector and the fee shall be calculated in accordance with the following scale:

   (a) For permits $1,000.00 or less in value: **$55.64**

   (b) For permits in excess of $1,000.00, the fees shall be **$55.64** for the first thousand, plus **$11.12** per thousand or part for the next $99,000.00, plus **$8.92** per thousand, or part thereof, for the next $900,000, plus **$4.46** per thousand, or part thereof, for the next $14,000,000, plus **$2.25** per thousand or part thereof for all values in excess of $15,000,000

   (c) For extension of permit: **$55.64**

   (d) Application Fee, non-refundable, included in Building Permit Fee, paid at the time of building permit application.

      (1) For permits with a construction value of $200,000 or less: **$108.15**
      (2) For permits with a construction value more than $200,000: **$1,081.51**

(e) Revision fees

(1) For permits with a construction value of $500,000 or less: **$55.64**
(2) For permts with a construction value of more than $500,000: **$111.29**

2. The value of construction shall be the greater of:

(a) the contract price including taxes and a reasonable allowance for extras, or

(b) the estimated value as determined by the Chief Building Inspector in accordance with the Marshall & Swift, "Marshall Valuation Service" or "Residential Cost Handbook**"**.

3. The fee for a permit to wreck, demolish or remove a building from a lot shall be: **$55.64** plus deposits and fees as required.

4. The fee for a permit to move a building on to a site shall be based on the value of the building and the value of work required on site. The minimum permit fee shall be **$111.29**.

C. SCALE OF FEES - PLUMBING PERMITS

1. Plumbing Fixtures

(a) For each fixture	$16.80
(b) For any alteration or replacement not involving installation of a fixture	$27.81
(c) For each internal roof leader	$11.12
(d) Hydronic heating system	$55.64

2. Sewer Connections

(a) House storm drain	$27.81
(b) House sanitary sewer	$27.81
(c) House sanitary sewer and removal or de-commission of septic tank	$55.64
(d) For private storm drains or sanitary sewers larger than 100 mm (4 in) or longer than 76 m (250 ft) per 30.5 m (100 ft)	$27.81
(e) Manholes, catch-basins or interceptors	$55.64
(f) Pumping stations	$55.64

3.	Fire Protection Equipment	
	(a) Sprinkler system 1 to 8 sprinkler heads	$33.38
	(b) Each additional 20 sprinkler heads	$22.25
	(c) Standpipe hose outlets	$22.25
	(d) Fire Hydrants	$22.25
4.	Hot Water Storage Tank	$16.80
5.	Residential Irrigation System	$33.38
6.	Commercial Irrigation System	$111.29
7.	Floor drain for hot water tank	$16.80
8.	Water and drain connections for a swimming pool (each)	$16.80
9.	Minimum plumbing permit fee	$16.80
10.	Water service connection to property line	$27.81

D. SCALE OF FEES - CHIMNEY, FIREPLACE AND SOLID FUEL BURNING APPLIANCE PERMITS AND OIL BURNING EQUIPMENT

1.	Chimney	$27.81
2.	Fireplace Including Chimney	$44.62
3.	Unused Solid fuel burning stove, range, furnace, boiler, or space heating appliance (existing chimney)	$27.81
4.	Unused Solid fuel burning stove, range, furnace, boiler or space heating appliance (new Chimney)	$44.62
5.	Installation or replacement of a residential oil burning furnace	$27.81
6.	Removal and/or replacement of a residential oil supply tank	$27.81
7.	Installation or replacement hydronic heating boiler	$27.81

City of Langford
www.cityoflangford.ca

Staff Report

to

Council

Date:	**May 21, 2019**
Department:	**Planning**
Subject:	**Bylaw No. 1851 - Application to make various amendments to the text within the RS3 zone for the property located at 939 Walfred Road.**

Background

As part of the application to rezone 939 Walfred Rd (Z18-0016), a number of proposed amendments to the RS3 (Residential Small Lot 3) Zone for the subject property were endorsed by Council. However, several of these amendments were inadvertently excluded from the body of the amending bylaw (Bylaw No. 1826), which has passed Public Hearing and is currently under consideration for Bylaw Adoption.

Commentary

Bylaw No. 1851 has been prepared for Council's consideration to implement these further amendments, which include the following in accordance with Council's resolution of February 4th, 2019:

….amend the text within the RS3 zone for the subject property such that:

a) *Secondary suites are permitted, in accordance with section 3.08, on all lots larger than 400 m^2 with a lot width greater than 12 m;*
b) *The total floor area of the of one family-dwelling on lots less than 400 m^2 may not exceed the total area of the lots they occupy (e.g. 1.0 FSR);*
c) *The minimum lot size is reduced to 200 m^2.*

Council may wish to give Bylaw No. 1851 First Reading in conjunction with the adoption of Bylaw No. 1826, as they form part of the same development proposal.

It is noted for Council's reference that all conditions of Z18-0016 were reviewed by the Planning, Zoning and Affordable Housing Committee, Council and the Public throughout the rezoning process for 939 Walfred Rd. As such, Council may wish to waive the requirement for a Public Hearing for this Bylaw.

Options

That Council:

1. Give 1st reading to Bylaw No. 1851.

AND

2. That Council waive the requirement for a Public Hearing with respect to Bylaw 1851;

OR

Take no action at this time with respect to Bylaw No. 1851.

Respectfully submitted,

Submitted by:	David Sametz, Land Development Planner
Concurrence:	Adriana Proton, Manager of Legislative Services
Concurrence:	Matthew Baldwin, MCIP, RPP Director of Planning
Concurrence:	Yari Nielsen, Acting Parks Manager
Concurrence:	Michelle Mahovlich, P.Eng, P.Geo, Director of Engineering
Concurrence:	Leah Stohmann, MCIP, RPP, Deputy Director of Planning
Concurrence:	Audrey Kryklywyj, Deputy Director of Finance
Concurrence:	Darren Kiedyk, Chief Administrative Officer

:ds

CITY OF LANGFORD
BYLAW NO. 1851

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

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

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

1. By amending the current text within the RS3 (Residential Small Lot 3) Zone for the property legally described as LOT 3, SECTION 84, ESQUIMALT DISTRICT, PLAN 21075; PID No.: 003-488-209 (939 Walfred Rd) in the portions as shown shaded on Plan No. 1 attached to and forming part of this Bylaw, as follows:

    a) By deleting Section 6.27.01(5) and replacing it with the following:
    "secondary suite in a one-family dwelling on lots with areas greater than or equal to 550 m^2 in accordance with Section 3.08*"*

    b) By inserting the following as Section 6.27.01(6) and renumbering subsequent sections accordingly:
    "*secondary suite in a one-family dwelling on lots with areas greater than or equal to 400 m^2 and lot width greater than 12m in accordance with Section 3.08 on the properties legally described as: LOT 1, SECTION 116, ESQUIMALT DISTRICT, PLAN 22391 (2786 Wenger Terrace) and LOT 3, SECTION 84, ESQUIMALT DISTRICT, PLAN 21075 (939 Walfred Rd*)"

    c) By inserting the following as Section 6.27.03(3):

i. "*The total floor area of a one family-dwelling on lots less than 400 m^2 on the property legally described as LOT 3, SECTION 84, ESQUIMALT DISTRICT, PLAN 21075; PID No.: 003-488-209 (939 Walfred Rd) may not exceed the total area of the lot upon which it is constructed*"; and

    c) By inserting the following into Table 1 of Section 6.27.02(7):

Legal Description	Minimum Lot Size	Minimum Lot Width
LOT 3, SECTION 84, ESQUIMALT DISTRICT, PLAN 21075 PID No.: 003-488-209 (939 Walfred Rd)	200 m^2	n/a

B. This Bylaw may be cited for all purposes as “Langford Zoning Bylaw, Amendment No. 565, 2019, Bylaw No 1851 (939 Walfred Rd)".

READ A FIRST TIME this day of, 2019.

PUBLIC HEARING held this day of, 2019.

READ A SECOND TIME this day of, 2019.

READ A THIRD TIME this day of, 2019.

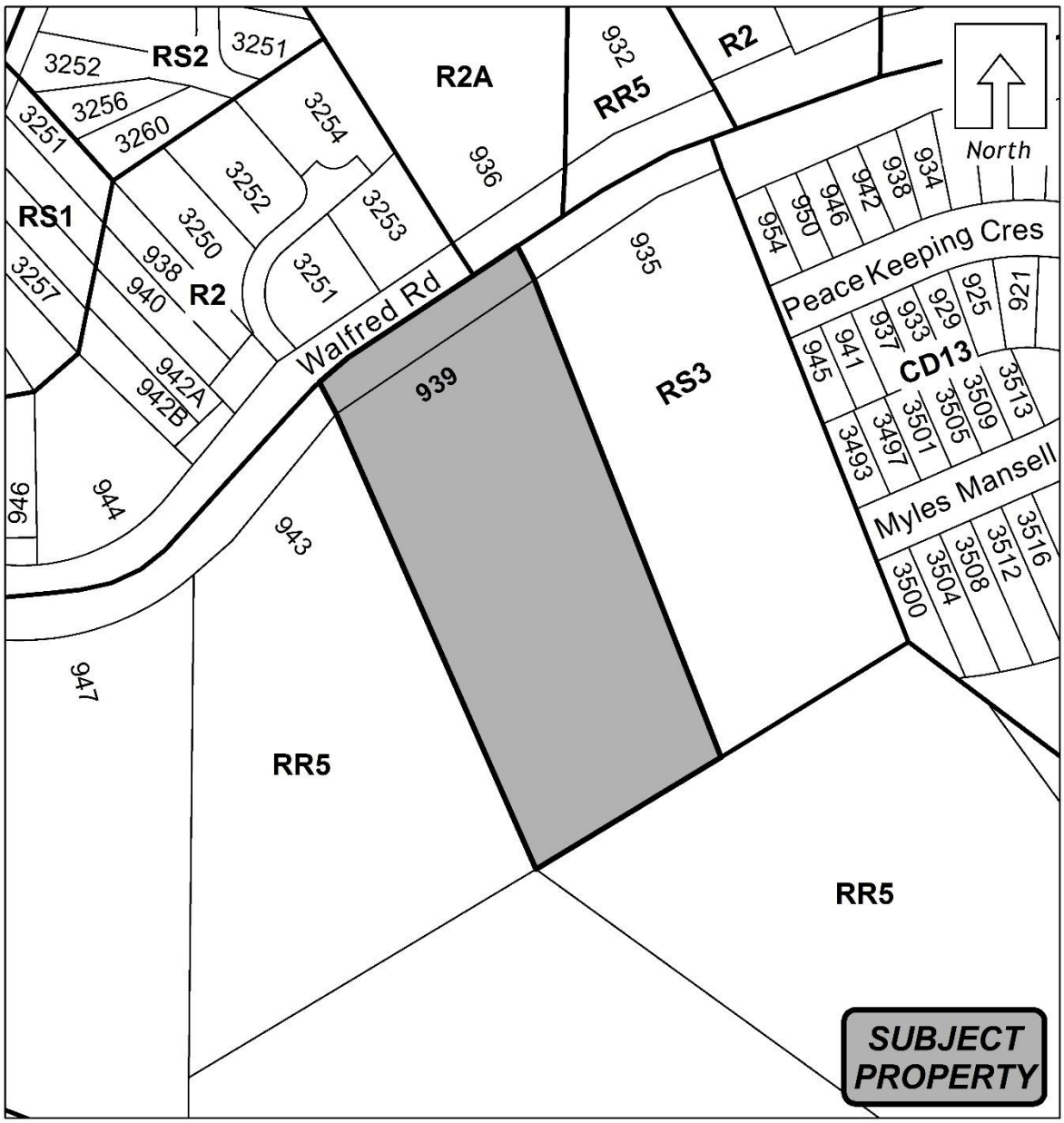
APPROVED BY THE MINISTRY OF TRANSPORTATION THIS day of , 2019.

ADOPTED this of, 2019.

MAYOR

(Certified Correct)
CORPORATE OFFICER

Schedule A



Document Name: Bylaw_1851

I HEREBY CERTIFY THIS TO BE A TRUE COPY
OF PLAN No. 1 AS DESCRIBED
IN SECTION A1 OF BYLAW No. 1851

ADOPTION: _____

_____
MAYOR

_____
CORPORATE OFFICER

Scale: N.T.S.

Last Revised: 5/9/2019

City of Langford
www.cityoflangford.ca

May 21, 2019

In Camera Resolution

a) That it is the opinion of Council that the public interest require 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, if the Council considers that disclosure could reasonably be expected to harm the interests of the municipality under section 90 (1) (e)

b) That Council continue the meeting in closed session.