CITY OF LANGFORD

SPECIAL MEETING OF COUNCIL

Monday, June 8th, 2020 @ 5:30 p.m.

Due to COVID-19 Council Chambers is Closed

Dial In: 1-855-703-8985 (Canada Toll Free) or 1-778-907-2071 **Conference ID:** 835 6144 9347

To Participate: During the public participation period, press *9 to "raise your hand". Participants will be unmuted one by one when it is their turn to speak.

Public Dial-In Details are also posted at www.langford.ca

AGENDA

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1.	**CALL TO ORDER**	
2.	**APPROVAL OF THE AGENDA**	
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4.	**PUBLIC PARTICIPATION**	
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	a) Application to Rezone 494 Goldstream Avenue from One- and Two-Family Residential (R2) Zone to City Centre (CC1) to Allow for a 6-Storey Mixed-Use Building - **Staff Report (Planning)**	**14**
	b) Bylaw No. 1915 - Application to rezone 979 Walfred Road from One-and Two Family Residential (R2) to Residential Small Lot 1 (RS1) to allow for a small lot subdivision consisting of 3 lots. - **Staff Report (Planning)**	**27**
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6. BYLAWS

a) BYLAW NO. 1862 **87**
"Langford Official Community Plan Bylaw, Amendment No. 33, (Text Amendment – Regional Context Statement), Bylaw No. 1862, 2020".
(ADOPTION)

b) BYLAW NO. 1887 **95**
"Langford Official Community Plan Bylaw, Amendment No. 35, (4342 West Shore Pkwy and 1324 Langshire Rd), Bylaw No. 1887, 2020".
(ADOPTION)

BYLAW NO. 1888
"Langford Zoning Bylaw, Amendment No. 584, (4342 West Shore Pkwy and 1324 Langshire Rd), Bylaw No. 1888, 2020".
(ADOPTION)

c) BYLAW NO. 1891 **103**
"Road Closure Bylaw No. 1891 (2895 West Shore Parkway), 2020".
(FIRST, SECOND AND THIRD READINGS)

d) BYLAW NO. 1900 **109**
"City of Langford Development Procedures, Amendment Bylaw No. 19, 2020, Bylaw No. 1900".
(FIRST, SECOND AND THIRD READINGS)

BYLAW NO. 1901
"Subdivision and Development Servicing Bylaw, Amendment No. 20 (Fee Schedule), Bylaw No. 1901".
(FIRST, SECOND AND THIRD READINGS)

BYLAW NO. 1902
"Langford Building Bylaw No.1160, Amendment No 13, 2020, Bylaw No. 1850".
(FIRST, SECOND AND THIRD READINGS)

e) BYLAW NO. 1906 **121**
"McCallum Road DCC Agreement (Project Number 6) Approval Bylaw No. 1906, 2020".
(ADOPTION)

f) BYLAW NO. 1915 **127**
"Langford Zoning Bylaw, Amendment No. 593, (979 Walfred Rd), Bylaw No. 1915, 2020".
(FIRST READING)

7. IN-CAMERA RESOLUTION

THAT Council close the meeting to the public pursuant to section 90 (1) c, e, i and k of the *Community Charter* to consider:

- **labour relations or other employee relations;**
- **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;**
- **the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;**
- **negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.**

8. ADJOURNMENT

CITY OF LANGFORD

MINUTES OF THE MEETING OF COUNCIL

Monday, June 1st, 2020 @ 5:30 p.m.

Council Chambers Closed due to COVID-19
Meeting by Teleconference

PRESENT

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

ATTENDING

In Person: Chief Administrative Officer, D. Kiedyk; Director of Corporate Services, B. Hutchins; Director of Engineering, M. Mahovlich; Manager of Legislative Services, A. Proton; Manager of IT, Kevin Dube; Fire Chief, C. Aubrey; and IT Support Specialist, C. Lowe.

Remote: Director of Planning, M. Baldwin; and Director of Finance, M. Dillabaugh.

1. CALL TO ORDER

Mayor Young called the meeting to order at 5:36 pm.

2. APPROVAL OF THE AGENDA

MOVED BY: COUNCILLOR BLACKWELL
SECONDED: COUNCILLOR SAHLSTROM

That Council approve the agenda as presented.

CARRIED.

3. ADOPTION OF COUNCIL MINUTES

a) Minutes of the Regular Meeting of Council – May 4, 2020
b) Minutes of the Special Meeting of Council – May 21, 2020

MOVED BY: COUNCILLOR SEATON
SECONDED: COUNCILLOR WADE

That Council approve the minutes of the regular meeting of Council held on May 4th, 2020; and the minutes of the special meeting of Council held on May 21st, 2020.

CARRIED.

4. OTHER BOARD AND COMMISSION MINUTES

a) West Shore Parks and Recreation – April 9, 2020

MOVED BY: COUNCILLOR SEATON
SECONDED: COUNCILLOR WADE

That Council receive the minutes of the West Shore Parks and Recreation meeting held on April 9th, 2020.

CARRIED.

b) Minutes of the Public Hearing Meeting – May 25, 2020

MOVED BY: COUNCILLOR BLACKWELL
SECONDED: COUNCILLOR SAHLSTROM

That Council approve the minutes of the Public Hearing meeting held on May 25th, 2020.

CARRIED.

5. PUBLIC PARTICIPATION

None.

6. TEMPORARY USE PERMIT

a) TUP20-0002 – #101 - 977 Langford Pkwy

MOVED BY: COUNCILLOR BLACKWELL
SECONDED: COUNCILLOR SZPAK

That Temporary Use Permit No. TUP20-0002 be issued by the Council for the City of Langford to Flight Cannabis Co. (1163038 BC Ltd) to operate a cannabis retail store at #101 – 977 Langford Pkwy subject to the following terms and conditions:

1. Appendix

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

2. Conditions

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 Flight Cannabis Co. (1163038 BC Ltd) proposal as one that best addressed the challenges with the retail sale of cannabis and cannabis products; and
g) Flight Cannabis Co. (1163038 BC Ltd) is committed to assisting the City and taking positive steps to address the challenges with the retail sale of cannabis and cannabis products, subject to an occupancy permit for the tenant improvement to #101 - 977 Langford Parkway being issued by the City;

AND THAT the TUP term will commence upon issuance of an occupancy permit for the tenant improvement to #101 - 977 Langford Parkway.

CARRIED.

7. REPORTS

a) Award of Peatt at Brock Roundabout Construction Contract
- **Staff Report (Engineering)**

MOVED BY: COUNCILLOR WADE
SECONDED: COUNCILLOR SZPAK

That Council award the construction of the Peatt at Brock roundabout to CopCan Civil Ltd. for the amount of $447,675 excluding GST and fund the project from the City's Development Cost Charge program.

CARRIED.

b) Pre-Award of Florence Lake Road Improvement Construction DCC Contract
- **Staff Report (Engineering)**

MOVED BY: COUNCILLOR WADE
SECONDED: COUNCILLOR SZPAK

That Council direct staff to award the construction of Florence Lake Road Improvement Project to the lowest compliant bidder and fund the project from the City's Development Cost Charge program.

CARRIED.

Councillor Stewart and Councillor Wade left the meeting at 5:41 pm due to conflicts of interest. A member of Councillor Stewart's family owns the property at 1324 Langshire Road, and Councillor Wade works for the owner of 1336 Langshire Road, which were the subject of May 25 public hearings.

c) Delegated Public Hearings held May 25, 2020
- **Staff Report (Planning)**

MOVED BY: COUNCILLOR BLACKWELL
SECONDED: COUNCILLOR SZPAK

That Council receive the report of its Delegate with respect to the Public Hearings for Bylaws 1862, 1887, 1888, 1889 and 1890.

CARRIED.

Councillor Stewart and Councillor Wade returned to the meeting at 5:42 pm.

d) Council Policies with Respect to Public Hearings under COVID-19 Restrictions
- **Staff Report (Planning)**

MOVED BY: COUNCILLOR BLACKWELL
SECONDED: COUNCILLOR SZPAK

That Council rescind its resolution of April 6th, 2020 with respect to waiving and delegating Public Hearings, and direct staff to include in all Public Hearing Notices, advertisements and signage that Public Hearings will be heard through electronic means until the Province's Chief Medical Health Officer indicates that it is safe to conduct public gatherings with more than 50 people.

CARRIED.

e) Application for a Development Variance Permit to Allow for a Reduction in Parking and Side Lot Setbacks at 1109 Donna Avenue and 1106 and 1112 Goldstream Avenue AND Road Closure and Disposition of Portions of Leigh Road, Donna Avenue, and Remainder of Lot 6
- **Staff Report (Planning)**

MOVED BY: COUNCILLOR BLACKWELL
SECONDED: COUNCILLOR WADE

That Council direct staff to provide notice that Council will consider issuing a Development Variance Permit with the following variances for a commercial building at 1109 Donna Avenue and 1106 and 1112 Goldstream Avenue:

a) That Section 6.41.06(1)(a) of Zoning Bylaw No. 300 be varied to reduce the setback between a building and a front or exterior side lot line from 7.5m to 0m;
b) That Section 6.41.06(1)(c) of Zoning Bylaw No. 300 be varied to reduce the setback between a building and a rear lot line from 3m to 0m; and
c) That Section 4.01.01 Table 1 of Zoning Bylaw No. 300 be varied from the requirement applicable to individual commercial uses to 1 space per 39m^2 of commercial GFA;

Subject to the following terms and conditions:

i) That the site is developed in accordance with the plan attached to this report as Appendix A;
ii) That a minimum of 5 on-street parking spaces are created on Donna Ave;

AND

Enter into a Purchase and Sale Agreement with the applicant to sell the portions of closed road shown in road Closure Plan EPP100736 and Rem Lot 6, Section 99, Esquimalt District, Plan 8198, except Part in Plan VIP84403. The Applicant is required to pay $31.50 per square foot minus the cost to construct the new public access and parking within the transfer area;

a) Register a Statutory Right of Way over the land to allow public access and after-hours parking within the transfer area, along with a Section 219 Covenant requiring the applicant to maintain the access and parking spaces in perpetuity; and
b) Post a public notice as prescribed in the *Local Government Act* for a road closure (posting in a local newspaper for two consecutive weeks);

AND

Proceed with consideration of 1st, 2nd and 3rd readings for Road Closure Bylaw No. 1916, 2020 (portion of Donna Avenue and Leigh Road).

CARRIED.

8. BYLAWS

a) BYLAW NO. 1862
"Langford Official Community Plan Bylaw, Amendment No. 33, (Text Amendment – Regional Context Statement), Bylaw No. 1862, 2020".
(SECOND AND THIRD READINGS)

MOVED BY: COUNCILLOR BLACKWELL
SECONDED: COUNCILLOR WADE

That Council give Bylaw 1862 second and third readings.

CARRIED.

b) BYLAW NO. 1869
"Langford Zoning Bylaw, Amendment No. 575, (2865 Carlow Rd), Bylaw No. 1869, 2020".
(ADOPTION)

MOVED BY: COUNCILLOR BLACKWELL
SECONDED: COUNCILLOR WADE

That Council adopt Bylaw 1869.

CARRIED.

c) BYLAW NO. 1870
"Langford Zoning Bylaw, Amendment No. 576, (894 Walfred Rd), Bylaw No. 1870, 2020".
(ADOPTION)

MOVED BY: COUNCILLOR BLACKWELL
SECONDED: COUNCILLOR WADE

That Council adopt Bylaw 1870.

CARRIED.

d) BYLAW NO. 1872
"Langford Zoning Bylaw, Amendment No. 577, (595 Hansen Ave), Bylaw No. 1872, 2020".
(ADOPTION)

MOVED BY: COUNCILLOR BLACKWELL
SECONDED: COUNCILLOR WADE

That Council adopt Bylaw 1872.

CARRIED.

e) BYLAW NO. 1878
"Langford Zoning Bylaw, Amendment No. 579, (991 Loch Glen Pl), Bylaw No. 1878, 2020".
(ADOPTION)

MOVED BY: COUNCILLOR BLACKWELL
SECONDED: COUNCILLOR WADE

That Council adopt Bylaw 1878.

CARRIED.

Councillor Stewart and Councillor Wade left the meeting at 5:47 pm due to conflicts of interest. A member of Councillor Stewart's family owns the property at 1324 Langshire Road, and Councillor Wade works for the owner of 1336 Langshire Road.

f) BYLAW NO. 1887
"Langford Official Community Plan Bylaw, Amendment No. 35, (4342 West Shore Pkwy and 1324 Langshire Rd), Bylaw No. 1887, 2020".
(SECOND AND THIRD READINGS)

MOVED BY: COUNCILLOR BLACKWELL
SECONDED: COUNCILLOR SAHLSTROM

That Council give Bylaw 1887 second and third readings.

CARRIED.

g) BYLAW NO. 1888
"Langford Zoning Bylaw, Amendment No. 584, (4342 West Shore Pkwy and 1324 Langshire Rd), Bylaw No. 1888, 2020".
(SECOND AND THIRD READINGS)

MOVED BY: COUNCILLOR BLACKWELL
SECONDED: COUNCILLOR SAHLSTROM

That Council give Bylaw 1888 second and third readings.

CARRIED.

h) BYLAW NO. 1889
"Langford Official Community Plan Bylaw, Amendment No. 36, (1336 Langshire Rd), Bylaw No. 1889, 2020".
(SECOND AND THIRD READINGS)

MOVED BY: COUNCILLOR BLACKWELL
SECONDED: COUNCILLOR SAHLSTROM

That Council give Bylaw 1889 second and third readings.

CARRIED.

i) BYLAW NO. 1890
"Langford Zoning Bylaw, Amendment No. 585, (1336 Langshire Rd), Bylaw No. 1890, 2020".

(SECOND AND THIRD READINGS)

MOVED BY: COUNCILLOR BLACKWELL
SECONDED: COUNCILLOR SAHLSTROM

That Council give Bylaw 1890 second and third readings.

CARRIED.

Councillor Stewart and Councillor Wade returned to the meeting at 5:48 pm.

j) BYLAW NO. 1893
"Langford Zoning Bylaw, Amendment No. 586, (721, 749, 755, 759, 767, 769 Meaford Ave), Bylaw No. 1893, 2020".
(SECOND AND THIRD READINGS)

MOVED BY: COUNCILLOR BLACKWELL
SECONDED: COUNCILLOR WADE

That Council give Bylaw 1893 second and third readings.

CARRIED.

k) BYLAW NO. 1906
"McCallum Road DCC Agreement (Project Number 6) Approval Bylaw No. 1906, 2020".
(FIRST, SECOND AND THIRD READINGS)

MOVED BY: COUNCILLOR BLACKWELL
SECONDED: COUNCILLOR WADE

That Council give Bylaw 1906 first, second and third readings.

CARRIED.

l) BYLAW NO. 1911
"Langford Zoning Bylaw, Amendment No. 591, (812, 816 & 820 Orono Ave), Bylaw No. 1911, 2020".
(SECOND AND THIRD READINGS)

MOVED BY: COUNCILLOR BLACKWELL
SECONDED: COUNCILLOR WADE

That Council give Bylaw 1911 second and third readings.

CARRIED.

m) BYLAW NO. 1916
"Road Closure Bylaw No. 1916, 2020 (portion of 1109 Donna Ave and Leigh Road)".
(FIRST, SECOND AND THIRD READINGS)

MOVED BY: COUNCILLOR SEATON
SECONDED: COUNCILLOR WADE

That Council give Bylaw 1916 first, second and third readings.

CARRIED.

9. IN-CAMERA RESOLUTION

MOVED BY: COUNCILLOR SAHLSTROM
SECONDED: COUNCILLOR BLACKWELL

THAT Council close the meeting to the public pursuant to section 90 (1) a, e and i and section 90 (2) b of the *Community Charter* to consider:

- **personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;**
- **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;**
- **the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;**
- **the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.**

CARRIED.

10. RISE and REPORT

MOVED BY: COUNCILLOR STEWART
SECONDED: COUNCILLOR SAHLSTROM

That Council appoint Councillor Roger Wade as the Langford representative to the West Shore Parks and Recreation Board for the year 2020, appoint Councillor Lanny Seaton as alternate,

AND THAT Council release the appointments to the public.

CARRIED.

11. ADJOURNMENT

Mayor Young adjourned the meeting at 6:11 pm.

PRESIDING COUNCIL MEMBER:

CERTIFIED CORRECT
Corporate Officer

City of Langford
www.cityoflangford.ca

Staff Report to Council

Date: June 8, 2020

Department: Planning

Application No.: Z20-0007

Subject: Application to Rezone 494 Goldstream Avenue from One- and Two-Family Residential (R2) Zone to City Centre (CC1) to Allow for a 6-Storey Mixed-Use Building

PURPOSE

Colin Harper of WA Architects has applied on behalf of Le Gers Properties Inc. to rezone 494 Goldstream Avenue from the One- and Two-Family Residential (R2) Zone to the City Centre (CC1) Zone in order to allow for the construction of a 6-storey mixed-use building that would consist of approximately 71 residential units and 175m² (1,900 ft²) of office space on the ground floor.

BACKGROUND

PREVIOUS APPLICATIONS

The City has not received any previous planning applications on the subject property.

Table 1: Site Data

Applicant	WA Architects, Colin Harper	
Owner	Le Gers Properties Inc.	
Civic Address	494 Goldstream Avenue	
Legal Description	Lot 2, Section 1, Esquimalt District, Plan 18082, Except That Part in Plan 34267 and Plan 44327	
Size of Property	3,425m² (0.8 acres)	
DP Areas	City Centre	
Zoning Designation	Existing: One- and Two-Family Residential (R2)	Proposed: City Centre (CC1)
OCP Designation	Existing: City Centre	Proposed: City Centre

SITE AND SURROUNDING AREA

The site contains an existing dwelling and several accessory buildings. There are a number of trees and large bushes scattered throughout the property. This site, as well as the surrounding lands, are virtually flat. The surrounding neighbourhood consists of single-family homes, with the exception of the Royal Colwood Golf Club on the south side of Goldstream Ave, within the City of Colwood.

Table 2: Surrounding Land Uses

	Zoning	***Use***
North	R2 (One- and Two-Family Residential)	Single-Family Residential
East	R2 (One- and Two-Family Residential)	Single-Family Residential
South	AG1 (Agricultural 1) (City of Colwood)	Golf Course
West	R2 (One- and Two-Family Residential)	Single-Family Residential

Figure 1 - Subject Property



COUNCIL POLICY

OFFICIAL COMMUNITY PLAN

The Official Community Plan (OCP) Bylaw No. 1200 designates the subject property as 'City Centre', which is defined by the following text:

- 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.

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 PERMIT AREAS

This property is not located within any Environmental or Hazardous Development Permit Area, but will need to build in accordance with the 'City Centre' Development Permit Area guidelines. These guidelines have been established partial due to the fact that, *'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'*.

Within the 'City Centre' Guidelines, the subject project is located within a neighbourhood that is identified as 'S6 Goldstream East', and states that, '*Development shall focus on medium and high density residential buildings located towards the Goldstream Avenue and Veterans Memorial Parkway intersection*.'

COMMENTS

DEVELOPMENT PROPOSAL

The proposal is to rezone the subject property to CC1 (City Centre), which would allow for the construction of an apartment building with approximately 71 residential units and 175m² (1,900 ft²) of commercial space, as illustrated in Appendix A. The commercial space is proposed to be on the ground floor of the portion of the building along Kristina Place, but this may change through the Form and Character DP. Currently, ground floor oriented units are proposed for that portion of the building along Goldstream Avenue, but this may be better suited for commercial space.

The proposed number of parking stalls is three more than required by Part 4 of Zoning Bylaw No. 300 and includes two electric car charging stations. Vehicle access to and from the site would be off Kristina Place, and the entryway would be at the northern portion of the site, as far from the intersection with Goldstream Avenue as possible.

Since the 1997 recession, Langford has seen a concentration of rental apartments among those multi-family residential units that have been developed. In an effort to provide options for future home ownership and ensure flexibility of housing types for all residents, Council may wish to require that developers strata title multi-family residential buildings at the time of construction so that individual units may be offered for sale if market conditions change at some later date.

Taking this step at the time of construction does not impede the use of the building as a rental, but ensures that a building is appropriately constructed and will not require potentially costly upgrades if strata title conversion is sought in the future. Council may wish to have the developer register a building strata plan as a condition of rezoning prior to issuance of an occupancy permit and have this provision secured within a Section 219 registered on title.

Table 3: Proposal Data

	Permitted by R2 (Current Zone)	**Permitted by CC1 (Proposed Zone)**
Permitted Uses	• One or Two-Family Dwelling • Group Day Care • Home Occupation	• Apartment • Hotel • Office • Retail Store
Density	n/a	3.0 FAR
Height	9m (30 ft)	12 storeys
Site Coverage	35% max	**35% min ***
Front Yard Setback	6.0 m (20 ft)	2.0 (6.5 ft)
Interior Side Yard Setback	1.5m (5.0 ft)	2.0 (6.5 ft)
Exterior Side Yard Setback	4.5m (15 ft)	3.0 (10 ft)
Rear Yard Setback	6.0m (20 ft)	5.0 (25 ft)
Parking	2 per unit 1 per suite	1.25 per 0-2 bedrooms 2.25 per 3 + bedrooms **37% underground ***

*** Variance Required**

VARIANCES

The applicant's proposal includes site coverage that is less than the minimum 60% noted in the zone. The applicant is also proposing to reduce the amount of underground or enclosed parking. Both of these are able to be varied as they do not affect the density.

Even though the applicant is proposing to reduce the minimum site coverage and underground parking, varying this would not be noticed from the street as the building will be constructed along both edges of the frontages, leaving the open area hidden behind the building. The overall design would still meet the intent of the zone with 80% of the building along the frontages, which included pedestrian interactions.

From a visual perspective, there would be only 25m of the total 125m of frontage not used for the building, and of this 25m only 7m would be paved for the driveway while the rest would be landscaped. Council may wish to request that a solid 1.8m privacy fence and landscaping is installed around the edges that abut private properties to ensure additionally privacy is maintained with neighbours.

If Council is supportive of these requested variances given the above rational, they may wish to direct staff to continue working through the details of the CC1 (City Centre 1) Zone to determine how such variances may be mitigated and to bring back a bylaw for 1st reading along with a report that outlines the extent of the variances needed for this development.

FRONTAGE IMPROVEMENTS

Goldstream Avenue

The applicant will be required to provide full frontage improvements along Goldstream Avenue in accordance with Bylaw 1000 and City Centre Guidelines. These road improvements would include the following:

- A 2.2m wide red brick paver sidewalk
- A landscaped boulevard that includes trees and irrigation
- Alternating overhead and pedestrian street lights, burgundy in colour

Road dedication is not anticipated to be required here, and improvements would incorporate the existing transit stop platform and shelter.

Kristina Place

The applicant will be required to provide full frontage improvements along Kristina Place in accordance with Bylaw 1000 and City Centre Guidelines. These road improvements would include the following:

- A 1.8m wide sidewalk
- A landscaped boulevard that includes trees and irrigation
- Street lighting, burgundy in colour

SEWERS

A sewer main does not exist within Goldstream Avenue fronting this site. The developer will be required extend the main down Goldstream, and then connect to it. Currently, the end of the sewer main is located in front of 550 Goldstream (M'akola Housing). Therefore, the extension of the sewer to Kristina Place

would be approximately 345m (1,130 ft). Any sewer works within dedicated road right-of-way will be constructed by West Shore Environmental Services at the applicant's expense.

DRAINAGE AND STORMWATER MANAGEMENT

As a condition of building permit, Bylaw No 1000 allows storm water to be managed through detention or infiltration, depending on what a qualified professional determines for the site. As a condition of rezoning, Council may wish to require the applicant to provide a technical memo prior to public hearing from a qualified professional regarding storm water management, to the satisfaction of the Director of Engineering.

FINANCIAL IMPLICATIONS

Rezoning the subject property to permit higher density of development will increase the assessed value of lands and eventually will increase municipal revenue due to the number of units created. As the developer is responsible to complete all frontage improvements, the direct capital costs to the City associated with this development will be negligible. A summary of Amenity Contributions and Development Cost Charges that the developer will be expected to pay, is outlined in Tables 4 and 5 below

Table 4 – Amenity Contributions per Council Policy

Amenity Item	Contribution Rates	Total (approx.)
Affordable Housing Reserve Fund	$610 per unit (residential) on the 1st - 4th Floors	$26,840
	$305 per unit (residential) on the 5th - 6th Floors	$8,235
General Amenity Reserve Fund	$2,850 per unit (residential) on the 1st – 4th Floors	$125,400
	$1,425 per unit (residential) on the 5th - 6th Floors	$38,475
General Amenity Reserve Fund	$10.75 per m2 of commercial Gross Floor Area	$1,898

**** The applicant will be charged for new units created at the time of building permit issuance, and is entitled to a 50% or 75% reduction depending on the use and height, for units above the 4th storey.***

Table 5 – Development Cost Charges

Development Cost Charge	Per Unit Contribution	Total (approx.)
Roads	$3,188 per unit (residential)	$226,348
	$55.78 per m² (commercial)	$9,873
Park Improvement	$1,890 per unit (residential)	$134,190

Park Acquisition	$1,100 per unit (residential)	$78,100
ISIF Fees	$331.65 per unit (residential)	$23,547
	$140 per 1,000ft² (commercial)	$266
Subtotal (DCCs to Langford)		**$472,324**
CRD Water	$1,644 per unit (residential)	$116,724
	$10.74 per m² (commercial)	$1,895
School Site Acquisition	$600 per unit (residential)	$42,600
TOTAL DCCs		**$633,543**

OPTIONS

Option 1

That Council:

1. Direct staff to bring forward an additional report outlining the extent of the requested variances and a bylaw to amend the zoning designation of the property located at 494 Goldstream Avenue from R2 (One- and Two-Family Residential) to CC1 (City Centre) subject to the following terms and conditions:

   a) That the applicant provides, **as a bonus for increased density**, the following contributions per residential unit, prior to issuance of a building permit:

      i. $610 towards the Affordable Housing Fund;
      ii. $2,850 toward the General Amenity Fund; and

   subject to reductions depending on the use and height in accordance with the Affordable Housing and Amenity Contribution Policy.

      iii. $10.75 per m2 of commercial Gross Floor Area.

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

      i. A technical memo from an engineer that verifies storm water can be adequately managed on-site for the proposed developments, to the satisfaction of the Director of Engineering.

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

      i. That all frontage improvements along Goldstream Avenue and Kristina Place are provided as per Bylaw 1000, to the satisfaction of the Director of Engineering, prior to the issuance of a Building Permit;
      ii. That a storm water management plan be provided prior to issuance of a building permit and implemented, as per Bylaw 1000, all to the satisfaction of the Director of Engineering;
      iii. That a construction parking and traffic management plan be provided prior to the issuance of a building permit, to the satisfaction of the Director of Engineering;
      iv. That a separate covenant be registered prior to issuance of a building permit for the proposed residential building that ensures parking is assigned and tied to each unit created in accordance with the minimum required parking stalls as per the zoning bylaw.

v. That no occupancy permit be issued for the proposed building until a strata plan for the building has been registered, to the satisfaction of the Approving Officer.

2. Amend Appendix J to Bylaw No. 300 to authorize the Director of Planning to issue variances to the minimum lot coverage within the Form and Character Development Permit for properties located within the City Centre, provided the design meets the design objectives of the guidelines contained in Appendix J.

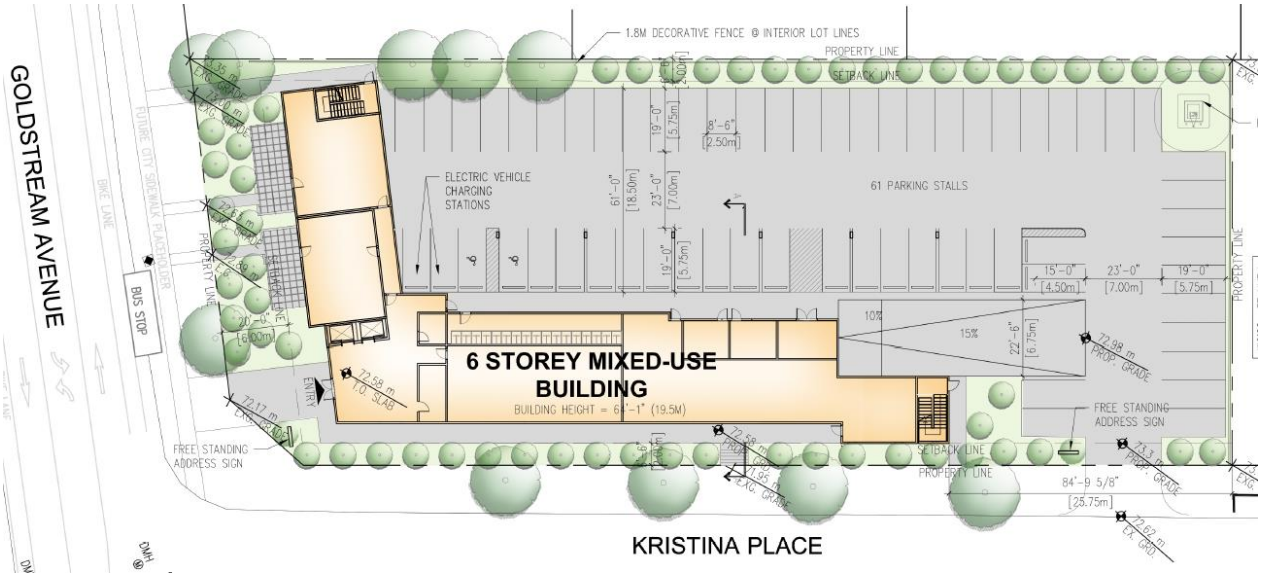
OR Option 2

3. Take no action at this time with respect to Bylaw No. 1905.

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:	Chris Aubrey, Fire Chief
Concurrence:	Lorne Fletcher, Manager of Community Safety and Municipal Enforcement
Concurrence:	Cory Manton, Manager of Parks and Recreation
Concurrence:	Michelle Mahovlich, P.Eng, P.Geo, Director of Engineering
Concurrence:	Leah Stohmann, MCIP, RPP, Deputy Director of Planning
Concurrence:	Michael Dillabaugh, CPA, CA, Director of Finance
Concurrence:	Braden Hutchins, Director of Corporate Services
Concurrence:	Darren Kiedyk, Chief Administrative Officer

:rd

Appendix A
SITE PLAN

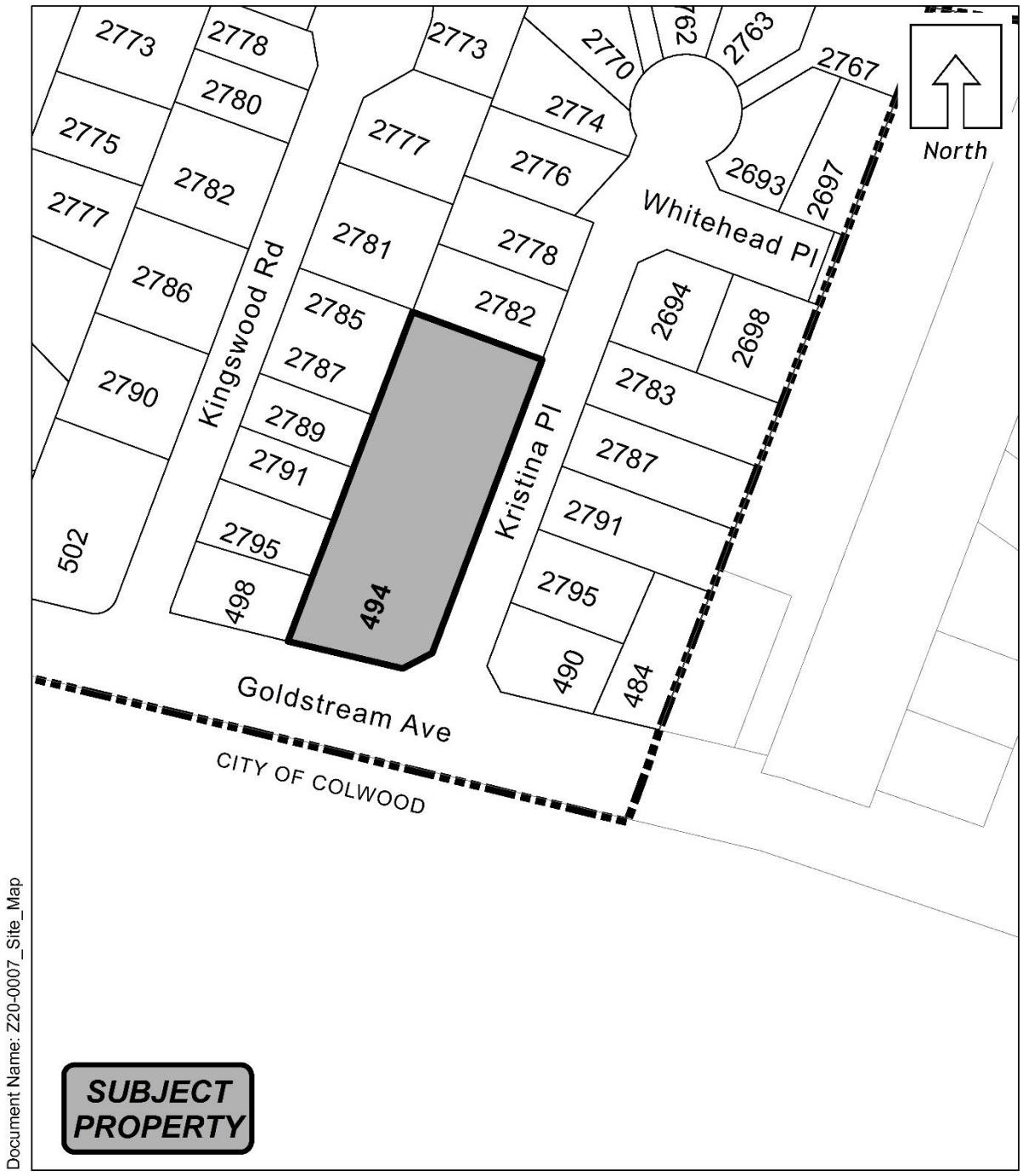


RENDERING



Appendix B

REZONING BYLAW AMENDMENT
(Z20-0007)
494 Goldstream Ave



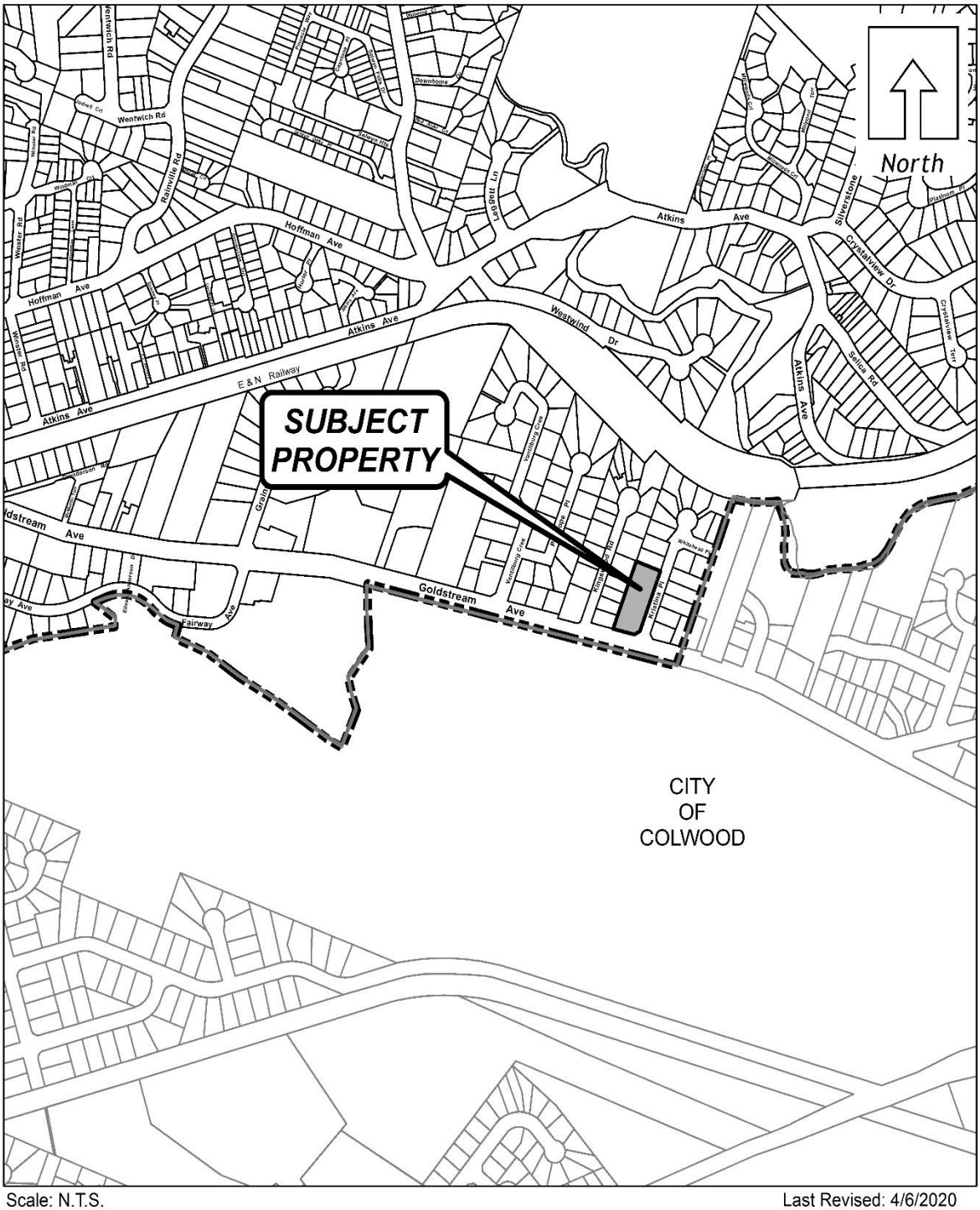
Document Name: Z20-0007_Site_Map

Scale: N.T.S.

Last Revised: 4/6/2020

Appendix C

REZONING BYLAW AMENDMENT
(Z20-0007)
494 Goldstream Ave



City of Langford
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Staff Report to Council

Date: **June 8, 2020**

Department: **Planning**

Application No.: **Z20-0002**

Subject: **Bylaw No. 1915 - Application to rezone 979 Walfred Road from One-and Two Family Residential (R2) to Residential Small Lot 1 (RS1) to allow for a small lot subdivision consisting of 3 lots.**

PURPOSE

Bruce Crawshaw of Westbrook Consulting Ltd. has applied on behalf of Jospeh Antoine Jean Michel Julien to rezone 979 Walfred Road from One-and Two Family Residential (R2) to Residential Small Lot 1 (RS1) to allow for a 3-lot subdivision.

BACKGROUND

PREVIOUS APPLICATIONS

The City has not received any previous applications for the subject property.

Table 1: Site Data

Applicant	Westbrook Consulting Ltd., Bruce Crawshaw	
Owner	Joseph Antoine Jean Michel Julien	
Civic Address	979 Walfred Road	
Legal Description	LOT 6, SECTION 84, ESQUIMALT DISTRICT, PLAN 10597	
Size of Property	727 m2 (0.18 Acres)	
DP Areas	Drainage Concern	
Zoning Designation	Existing: One-and Two Family Residential (R2)	Proposed: Residential Small Lot 1 (RS1)
OCP Designation	Neighbourhood	

Figure 1: Showing subject property, in red, (ortho photo captured 2017)



SITE AND SURROUNDING AREA

The subject property is generally flat and situated in a low lying section of Walfred Road, adjacent to the Triangle Mountain Watershed. The 727 m2 lot is currently occupied by one single-family dwelling, which will be removed as part of the subdivision process. Mature vegetation/bushes are present at the front of the property.

Due to issues with drainage in the area, the property is subject to the City's Drainage Concern Development Permit area guidelines, which may require additional flood proofing measures as part of the development process.

The properties surrounding the development are comprised of a mix of townhouse, older single-family homes on 550+ m2 lots, and a significant number of small lot subdivisions with lots less than 300 m2.

Weaver Park is located approximately 150 m to the south/southwest of the development site, with trail access off Happy Valley Road, and Ed Fisher Park is located approximately 300 m to the northeast.

Table 2: Surrounding Land Uses

	Zoning	***Use***
North	Residential Small Lot 3 (RS3)	Small lot single-family dwellings
East	Residential Small Lot 3 (RS3)	Small lot single-family dwellings
South	One-and Two Family Residential (R2)	Single-family dwellings
West	Residential Townhouse 2 (RT2)	Townhouses

COMMENTS

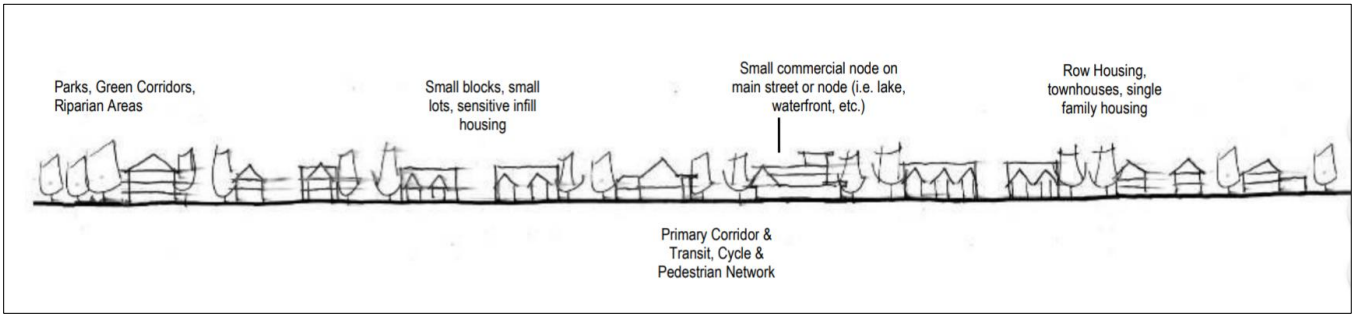
OFFICIAL COMMUNITY PLAN

The Official Community Plan (OCP) Bylaw No. 1200 designated the subject properties as "Neighbourhood", which is defined by the following text:

Existing settled areas throughout the community predominantly located on the valley floor.

- Predominantly residential precinct that supports a range of low and medium density housing choices including secondary suites
- This area allows for residential and mixed use commercial intensification of streets that connect centres and/or are serviced by transit
- Schools, community facilities and other institutional uses are permitted throughout the area
- Retail serving local residents is encouraged along transportation corridors
- Home-based businesses, live-work housing is encouraged
- Parks, open spaces and recreational facilities are integrated throughout the area
- This area allows for *Neighbourhood Centres* to emerge in the form of medium density mixed-use nodes at key intersections.

A Concept for Neighbourhood Areas



Amending the zoning designation of the subject property from R2 to RS1 to allow a small lot subdivision will align with current policy that envisions small blocks, small lots and sensitive infill developments.

The overall density of the development (3 units/727 m^2) is considered appropriate in the context of the Neighbourhood OCP designation, which contemplates an overall density objective of 40 units per ha (16 units per acre) for infill sites.

SOUTH LANGFORD NEIGHBOURHOOD PLAN

The subject property is designated as Urban Residential within the South Langford Neighbourhood Plan (Appendix R of Zoning Bylaw 300). Properties within the Urban Residential designation allow for more intensive residential development, and may include single-family residential dwellings, townhousing, and attached housing, with a maximum density of one unit per 200 m^2 being considered appropriate. With an average lot size of 228.0 m2 (2,454.52 ft2), the development proposal is slightly under the maximum density of the SLNP policy.

DEVELOPMENT PERMIT AREAS

The development will be subject to an "Intensive Residential" Development Permit, which applies to any development consisting of 3 or more homes on lots that are 550 m^2 or less in area.

As previously noted, the subject property is located within the Drainage Concern DP area, which can be addressed through the stormwater management plan as part of the subdivision process.

The DP must be issued prior to any land alteration, the issuance of a building permit, or subdivision approval, whichever occurs first.

PEDESTRIAN, CYCLING AND MOTORIST NETWORK

Bike lanes and sidewalks exist along Walfred Road and will need to be constructed at the frontage of the development site, which will link up with the network leading to the Galloping Goose Trail north of Sooke Road, and to the City Centre via Jacklin Road.

Within a five minute walking distance from the site there are bus stops for three different bus routes (#48, #54, and #55) that travel along Happy Valley Road into Metchosin, Colwood, and Victoria.

COMMENTS

DEVELOPMENT PROPOSAL

The applicant has applied to rezone the subject property to develop three small lot single family homes on parcels that range in area from 227m2 to 230 m2. As Council is aware, Bylaw No. 1864, which, among other changes, will combine the existing RS1 (Residential Small Lot 1), RS2 (Residential Small Lot 2), and RS3 Zones (Residential Small Lot 3) Zones into one updated RS1 Zone, is currently in-stream, with the Public Hearing scheduled for July. As such, staff have reviewed this application against the regulations of the new RS1 Zone, shown in Table 3 below.

Table 3: Proposal Data

	Permitted by existing R2 Zone	**Permitted by New RS1 Zone**
Density (FAR and/or min. lot size)	550 m2 for a single-family dwelling	200 m2 for a single-family dwelling
Height	9.0 m	9.0 m
Site Coverage	35% (50% for lots less than 550 m2)	50%
Front Yard Setback	6.0 m	3.0 m, or 6.0 m for the garage or carport
Interior Side Yard Setback	1.5 m	1.5 m
Exterior Side Yard Setback	4.5 m or 5.5 m for a driveway leading to a garage or carport	3.5 m, or 6.0 m for a garage or carport
Rear Yard Setback	6.0 m	5.5 m
Parking Requirement	2 motor vehicle stalls per unit	

The proposed subdivision complies with the regulations of the new RS1 Zone.

Prior to subdivision approval or building permit issuance, whichever occurs first, the applicant is required to obtain the Form and Character Development Permit and Fire Underwriters Survey (FUS). The FUS calculation will ensure adequate water flow is available to the site.

FRONTAGE IMPROVEMENTS

The Engineering Department has noted that as part of frontage improvements, a sidewalk, road edge parking, bike lane, streetlight, and boulevard landscaping will need to be provided (if necessary). It is noted for Council's reference that a frontage plan was provided with the application, and will be reviewed and approved by the Director of Engineering prior to Public Hearing.

If road dedication is necessary to complete the frontage work, Council may wish that the applicant provide the road dedication prior to Bylaw Adoption.

SEWER

Sewer connections are available along Walfred Road. The developer will be responsible for any upgrades to the sanitary sewer system to as well as for any costs associated with connecting to the sewer system and any services or utilities required to service the development.

DRAINAGE AND STORMWATER MANAGEMENT

In accordance with the City of Langford's Bylaw No. 1000, stormwater at the subject property is to be managed through infiltration. As a condition of rezoning, Council may wish to require the applicant to provide a technical memo prior to Public Hearing from a qualified professional regarding how stormwater will be managed on-site, to the satisfaction of the Director of Engineering. A formal stormwater management plan will be required prior to land disturbance or subdivision approval, addressing all

drainage concerns on-site, and designed in accordance with the City of Langford's Development and Servicing Bylaw No. 1000.

FINANCIAL IMPLICATIONS

Rezoning the subject properties to permit higher density of development will increase the assessed value of lands and eventually will increase municipal revenue due to the number of units created. As the developer is responsible to complete all frontage improvements, the direct capital costs to the City associated with this development will be negligible.

A summary of Amenity Contributions and Development Cost Charges that the developer will be expected to pay is outlined in Tables 4 and 5 below.

Table 4 – Amenity Contributions per Council Policy

Amenity Item	**Per lot contribution**	**Total**
Affordable Housing Reserve Fund	$660	$1,980
General Amenity Reserve Fund	$3,960	$11,880
TOTAL POLICY CONTRIBUTIONS		**$13,860**

DEVELOPMENT COST CHARGES

Table 6 – Development Cost Charges

Development Cost Charge	**Per lot contribution**	**Total (approx.)**
Roads (small lot <300 m2)	$3,985	$7,970
Storm Drainage (small lot <300 m2)	$1,166	$2,332
Park Improvement – Residential	$1,890	$3,780
Park Acquisition – Residential	$1,100	$2,200
Incremental Storage Improvement Fees (<550 m2)	$371.25	$742.50
Integrated Survey Area	$35	$70
Subtotal (DCCs to Langford)		**$17,094.50**
CRD Water	$2,922	$8,766
School Site Acquisition	$900	$2,700
TOTAL (estimate) DCCs		**$28,560.50**

OPTIONS

Option 1

That Council:

1. Proceed with consideration of 1st reading of Bylaw No. 1915 to amend the zoning designation of the property located at 979 Walfred Road from R2 (One and Two-Family Residential) to RS1 (Residential Small Lot 1) subject to the following terms and conditions:

    a. That the applicant provides, **as a bonus for increased density**, the following contributions, prior to subdivision approval:

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

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

        i. A technical memo from an engineer that verifies storm water can be adequately managed on-site for the proposed developments, to the satisfaction of the Director of Engineering; and

        ii. A frontage drawing to the satisfaction of the Director of Engineering to confirm whether road dedication is required to complete all required frontage improvements.

    c. That the applicant provides, **prior to Bylaw Adoption,** a Section 219 covenant, registered in priority of all other charges on title, that agrees to the following:

        i. That all frontage improvements to Bylaw 1000 standards are provided to the satisfaction of the Director of Engineering prior to issuance of a building permit or subdivision approval, whichever is first;

        ii. That a storm water management plan be provided prior to issuance of a building permit and implemented, as per Bylaw 1000, all to the satisfaction of the Director of Engineering;

        iii. That a construction parking and traffic management plan be provided prior to the issuance of a building permit, to the satisfaction of the Director of Engineering;

    d. That the applicant registers a road dedication plan, **prior to Bylaw Adoption**, to the satisfaction of the Director of Engineering;

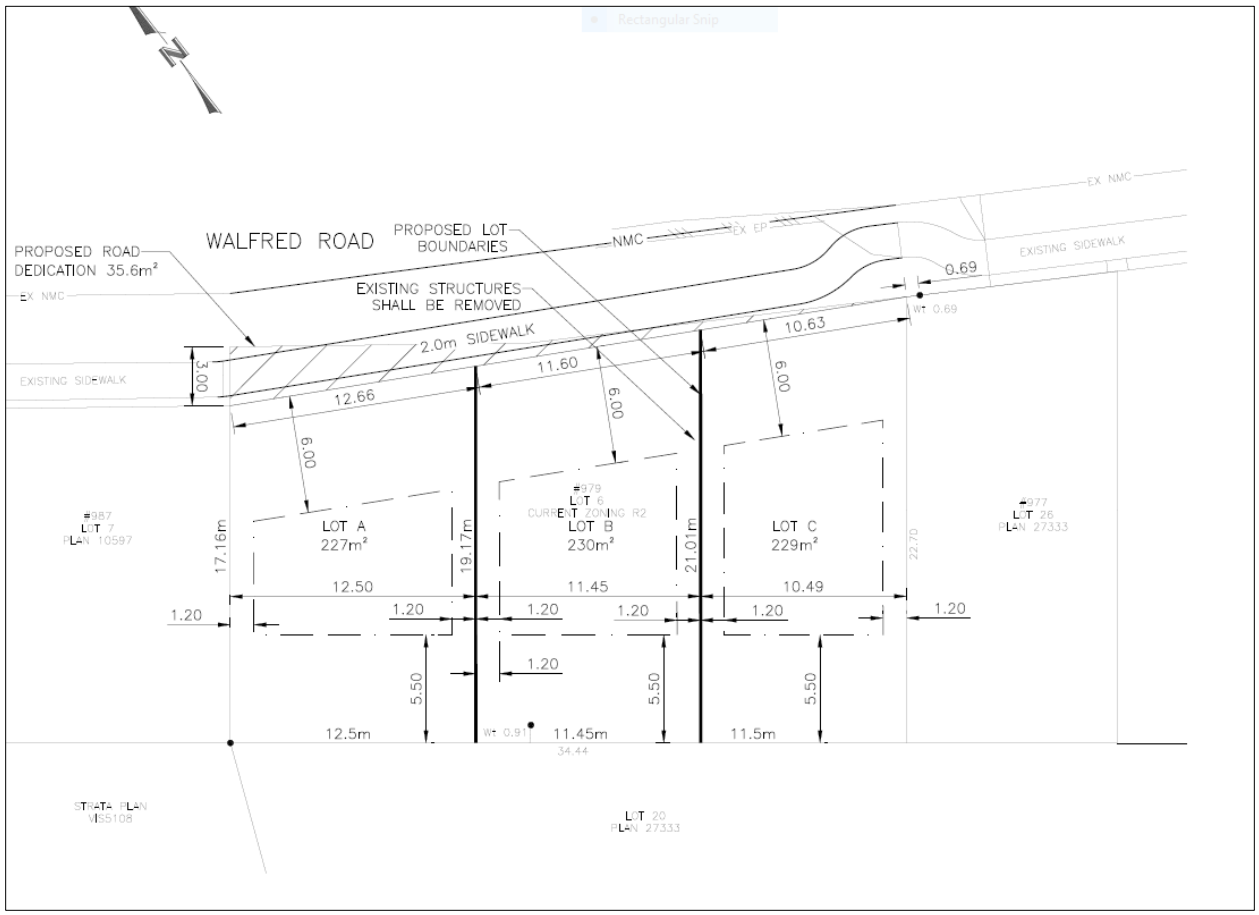
OR Option 2

1. Take no action at this time with respect to Bylaw No. 1915.

Submitted by:	David Sametz, Land Development Planner – Approval
Concurrence:	Matthew Baldwin, MCIP, RPP, Director of Planning – Email Approval
Concurrence:	Adriana Proton, Manager of Legislative Services – Email Approval
Concurrence:	Chris Aubrey, Fire Chief – Email Approval
Concurrence:	Cory Manton, Manager of Parks and Recreation – Email Approval
Concurrence:	Michelle Mahovlich, P.Eng, P.Geo, Director of Engineering – Email Approval
Concurrence:	Leah Stohmann, MCIP, RPP, Deputy Director of Planning – Email Approval
Concurrence:	Michael Dillabaugh, CPA, CA, Director of Finance – Email Approval
Concurrence:	Braden Hutchins, Director of Corporate Services – Email Approval
Concurrence:	Darren Kiedyk, Chief Administrative Officer – Email Approval

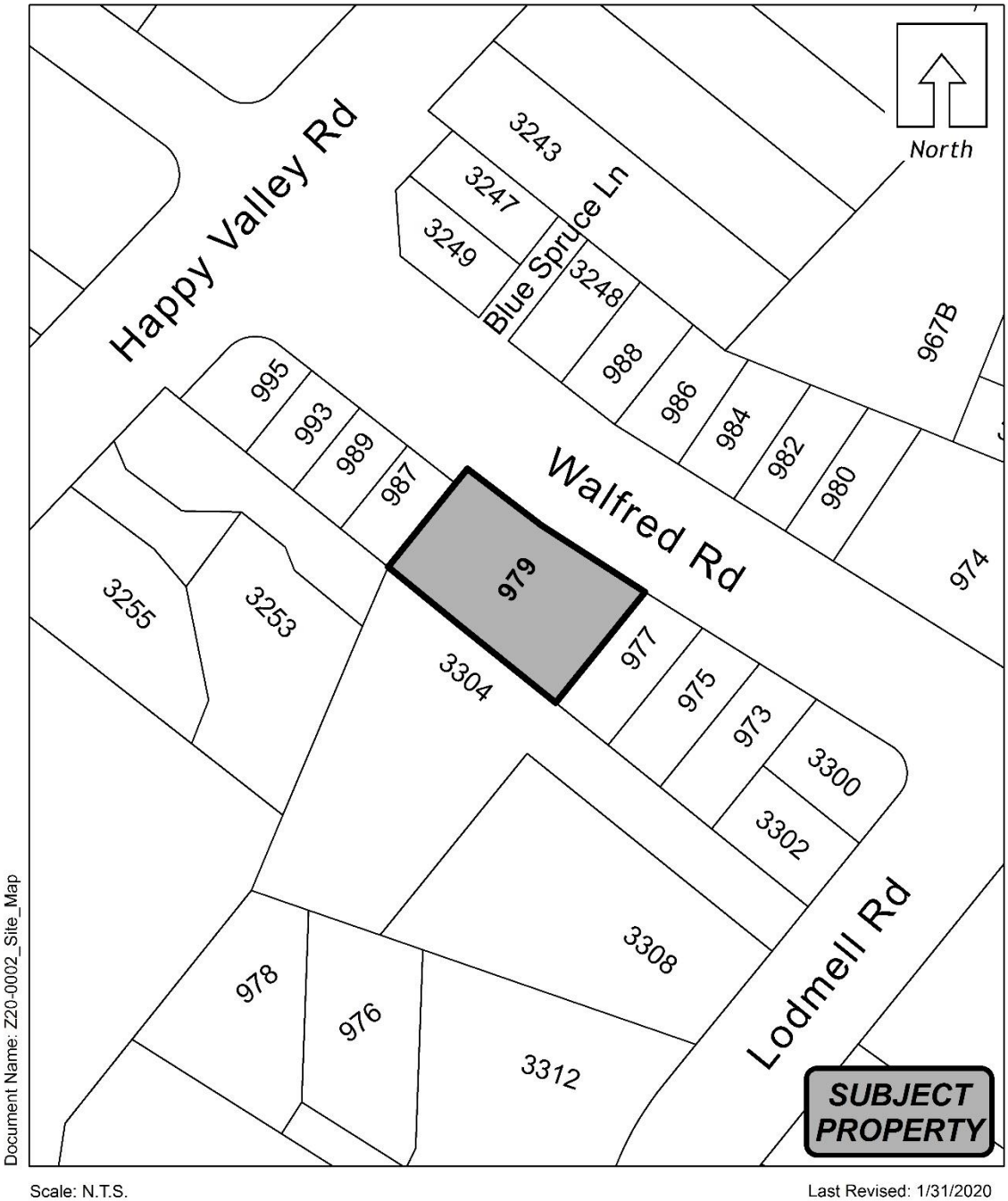
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Appendix A


WALFRED ROAD
PROPOSED ROAD DEDICATION 35.6m²
PROPOSED LOT BOUNDARIES
EXISTING STRUCTURES SHALL BE REMOVED
2.0m SIDEWALK
EXISTING SIDEWALK
EX NMC
NMC
EX EP
0.69
10.63
11.60
12.66
3.00
6.00
LOT A
227m²
LOT B
230m²
LOT C
229m²
17.16m
19.17m
21.01m
22.70
12.50
11.45
10.49
1.20
5.50
12.5m
11.45m
11.5m
34.44
#987
LOT 7
PLAN 10597
#979
LOT 6
CURRENT ZONING R2
#977
LOT 26
PLAN 27333
STRATA PLAN VIS5108
LOT 20
PLAN 27333

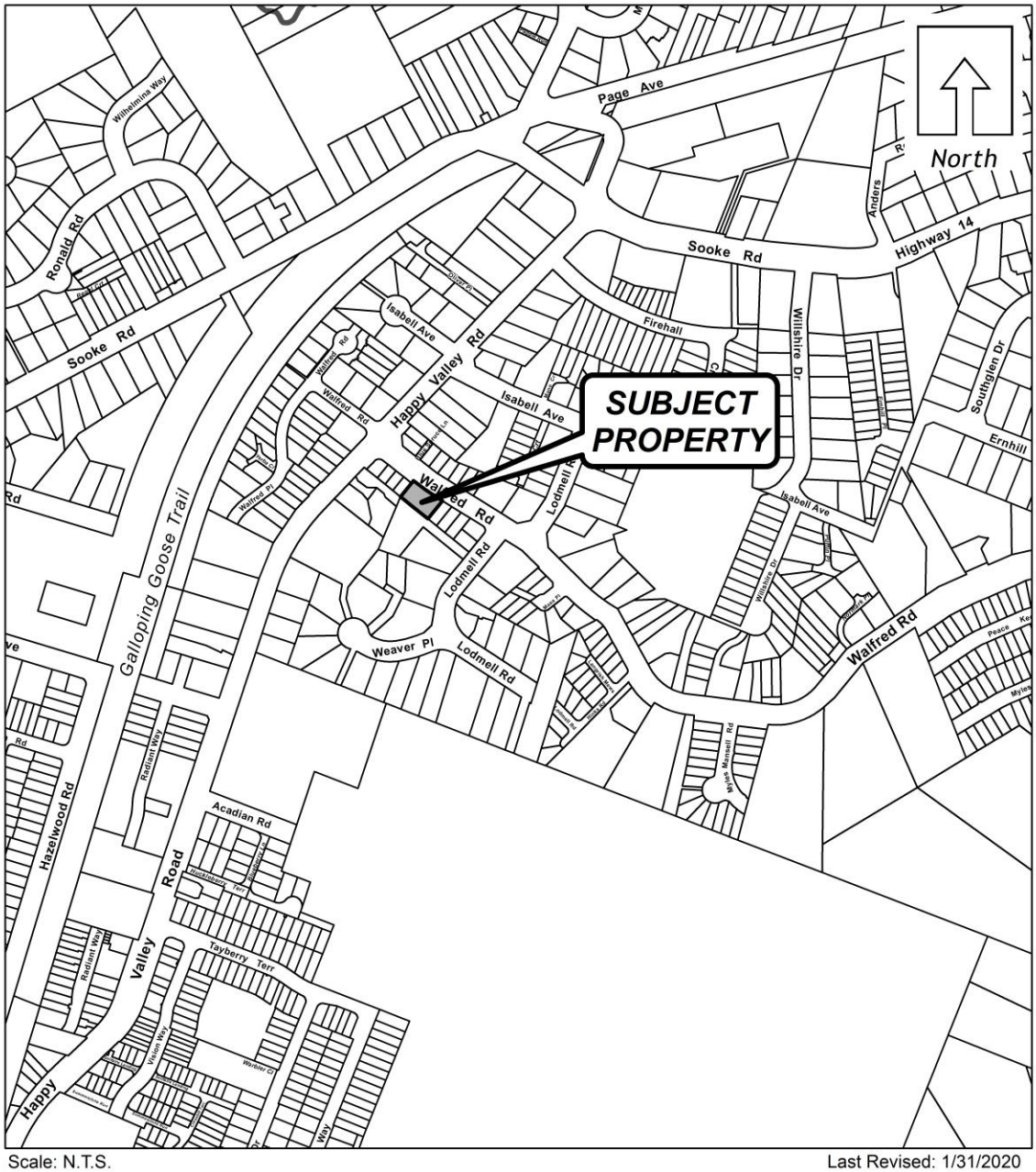
Appendix B – Property Map

REZONING BYLAW AMENDMENT
(Z20-0002)
979 Walfred Rd



Appendix C – Location Map

REZONING BYLAW AMENDMENT
(Z20-0002)
979 Walfred Rd



Document Name: Z20-0002_Location_Map

Scale: N.T.S. Last Revised: 1/31/2020

City of Langford
www.cityoflangford.ca

Staff Report to Council

Date: June 8, 2020

Department: Planning

Application No.: DVP20-0002

Subject: Application for Development Variance Permit to allow a reduction in the rear year setbacks from the required 6.0 m to 3.0 m for proposed lots 13 – 22 at the properties located at 1950 Bear Mountain Parkway.

PURPOSE

Ryan Mogensen of Ecoasis Development LLP has applied on behalf of Bear Mountain for a development variance permit to allow for a reduction in the rear yard setback of proposed lots 13 - 22 from the required 6.0 m to 3.0 m, for a the property located at 1950 Bear Mountain Parkway (Pinehusrt subdivision).

BACKGROUND

PREVIOUS APPLICATIONS

In 2016, the subject property and other remaining development lands in Bear Mountain were rezoned from the CD6 to a new CD6A Zone (Z16-0002). Concurrently with this application, the Official Community Plan designation of the golf course lands was changed from Open Space to Hillside and Shoreline (OCP16-0001).

In 2017, the subject property received an environmental and hazardous development permit authorizing land clearing in preparation of 39 single-family lots.

In April 2018, the subject property was rezoned from Area 2 and Area 3 in Schedule O2 of the CD6A Zone to Area 5 in order to reduce the interior side yard setback to 1.5 m, and to allow secondary suites within single-family dwellings.

In July 2018, the CD6 and CD6A Zones were rebranded to the current RCBM (Resort Community of Bear Mountain) 1 and 2 Zones.

SUB17-0025 is currently under review, to subdivide the subject property into 39 lots.

Table 1: Site Data

Applicant	Ryan Mogensen
Owner	Bear Mountain
Civic Address	1950 Bear Mountain Parkway
Legal Description	LOT A, SECTIONS 83 AND 84, HIGHLAND DISTRICT, PLAN EPP86748
Size of Property	46, 800 m2 (approx. 11.5 acres)
DP Areas	Interface Fire Hazard, Habitat and Biodiversity
Zoning Designation	Resort Community of Bear Mountain 2 (RCBM2)
OCP Designation	Hillside or Shoreline

SITE AND SURROUNDING AREA

The development borders Goldstream Provincial Park on the southwest side of Bear Mountain, off the west side of Bear Mountain Parkway between the Riviera subdivision and the Southpoint subdivision. The development is located within a High Risk Interface Fire Hazard and Habitat and Biodiversity DP area, directly south of a BC Hydro Right of Way. Lot preparation and installation of services has recently been completed.

Table 2: Surrounding Land Uses

	Zoning	***Use***
North	Resort Community Bear Mountain 2 (RCBM2)	Single-family dwellings
East	Resort Community Bear Mountain 2 (RCBM2)	Undeveloped/CRD Water Reservoir
Southeast	Comprehesive Development 12 (CD12)	Undeveloped
Southwest	RR4	Undeveloped
West	Parkland and Open Space (P4)	Provincial Park

COMMENTS

DEVELOPMENT PROPOSAL

Ecoasis Developments is proposing to construct a residential development on 4.68 ha of land on Bear Mountain. The development will consist of 39 single family lots, ranging in size from 674 m2 to 1,200 m2, including an estate lot with an area of approx. 4,030 m2. The estate lot is located to the north of a B.C. Hydro right-of-way and will be accessed via an easement off a newly constructed road (Pinehurst Drive). Access to the main subdivision will be via Bear Mountain Parkway.

According to the applicant, steep grades at the rear of the property have made it challenging to meet the anticipated design features for the development. As such, the developer is requesting a variance to the rear yard setbacks of proposed lots 13 – 22 in order to allow for some design flexibility.

The 2017 environmental report prepared by WSP indicated that the development will result in the loss of herbaceous and woodland sensitive ecosystems, including Garry Oak and Douglas fir /Arbutus plant communities. In order to compensate for these losses, an area of approximately 4.47 ha of comparable habitat will be dedicated to the City, which will add to the City's trail network and Open Space plan. In addition, a 2.0 m non-disturbance area at the rear of the properties will be protected along the boundary with Goldstream Park to serve as a buffer with the Park. The remaining 1.0m between the non-disturbance area and setback limit will be replanted with native vegetation after construction of the house on any given lot is completed.

It is noted for Council's reference that the setback variance increases the risk of fire due to proximity to Goldstream Park. Should Council support this variance, they may wish to secure the recommended fire protection and environmental preservation measures specified through the development permit through a Section 219 Covenant, registered at the time of subdivision, or building permit issuance, whichever occurs first.

Table 3: Proposal Data

	Permitted by RCBM2 (Current Zoning)	**Proposed by DVP Application**
Front Yard Setback	5.5 m	As per zone
Interior Side Yard Setback	1.5 m	As per zone
Exterior Side Yard Setback	4.5 m / or 5.5 m for garage	As per zone
Rear Yard Setback	6.0 m	3.0 m

OPTIONS

Option 1

That Council:

1. That Council direct staff to provide notice that Council will consider issuing a Development Variance Permit for proposed lots 13 – 22 within the 39-lot subdivision at 1950 Bear Mountain Parkway, with the following variance:

    a) That Section 6.95A.08(1)(b) of Zoning Bylaw No. 300 be varied from the required 6.0 m to 3.0 m;

Subject to the following terms and conditions:

    i) That the setback variance applies to lots 13 – 22 only;

ii) That the applicant provides prior to subdivision approval, or building permit issuance, whichever occurs first**,** a Section 219 covenant, registered in priority of all other charges on title, that agrees to the following:

a) That a 2.0 m non-build, non-disturbance covenant is registered at the rear of all lots bordering Goldstream Provincial Park, and that the area between the non-disturbance area and 3.0m required setback be replanted with native vegetation prior to issuance of an Occupancy Permit;

b) That no outdoor burning shall occur anywhere on the subject property;

c) A fuel reduced buffer shall be maintained at all times from the perimeter of every building to a distance equal to 10m (32 ft) from the perimeter of every building, or to the property boundary or non-disturbance area boundary, whichever is less, and that this area shall be landscaped and maintained with the intent of eliminating the accumulation of combustible debris;

d) If the fuel reduced buffers are not maintained, the owner shall be required to pay a rent charge to the City of Langford of $1,000 per year;

e) All areas not within the fuel reduced buffer or the building footprint shall be maintained as a non-disturbance area where the removal of any vegetation is prohibited, without prior written consent of the City of Langford;

f) Decks are surfaced with non-combustible materials, including non-combustible deck railings;

g) That residential fire sprinklers are installed to NFPA standards as a condition of building permit for lots 13 - 22; and

h) That 4.47 ha of land is dedicated to the City, to the satisfaction of the Manager of Parks, and as defined in the map attached as Appendix B;

iii) That the applicant provides environmental monitoring reports verifying all conditions of the Development Permit DP18-0008 have been satisfied prior to issuance of the Development Variance Permit;

iv) That the applicant conduct selective vegetation management (thinning, pruning) of the BC Hydro Right-of-way behind Lot 14 to reduce surface and ladder fuels;

v) That the applicant remove broom along the perimeter boundary interface, under the direction of a project biologist and to the satisfaction of the Director of Planning.

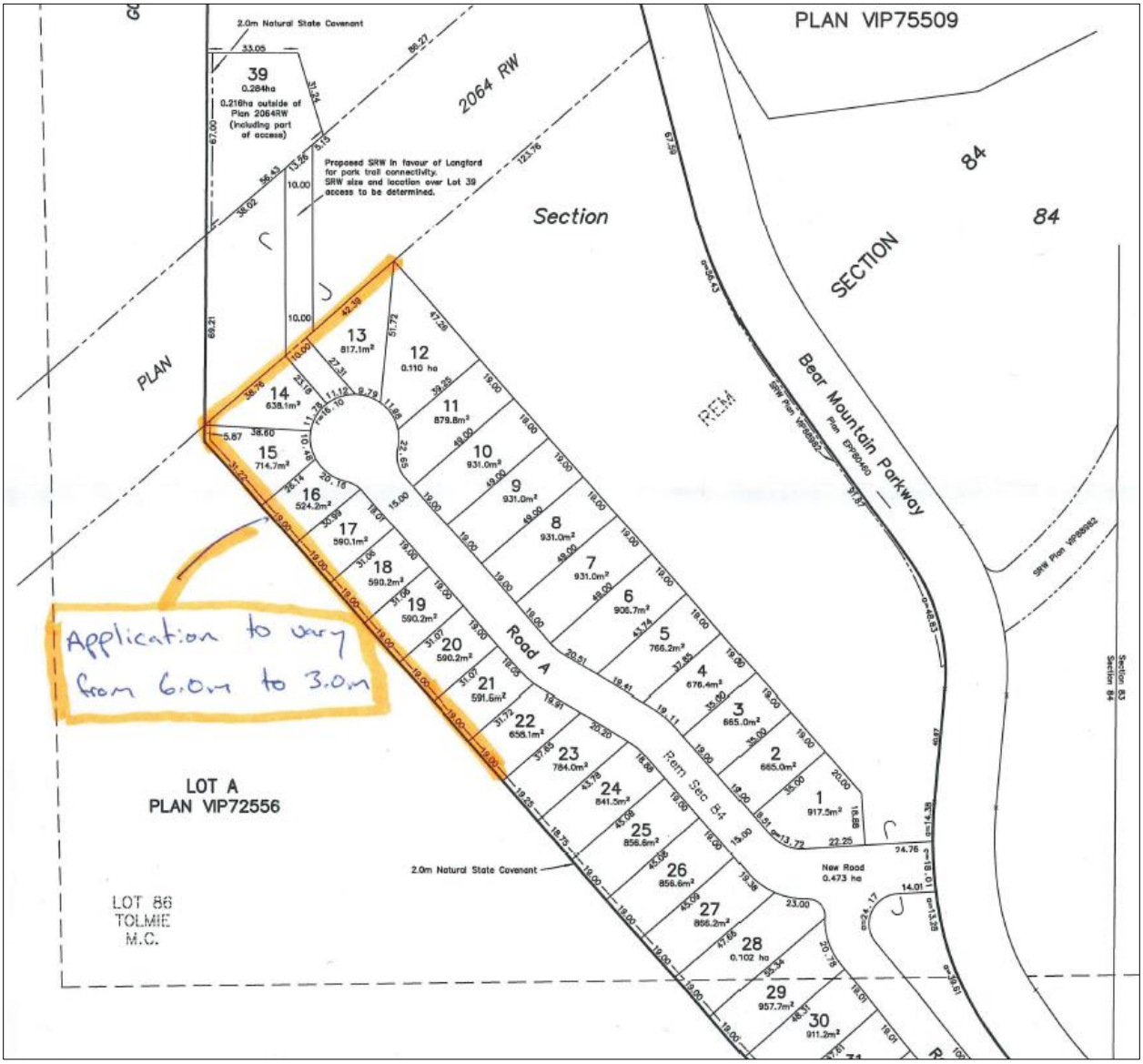
OR Option 2

2. Reject this application for development variance permit.

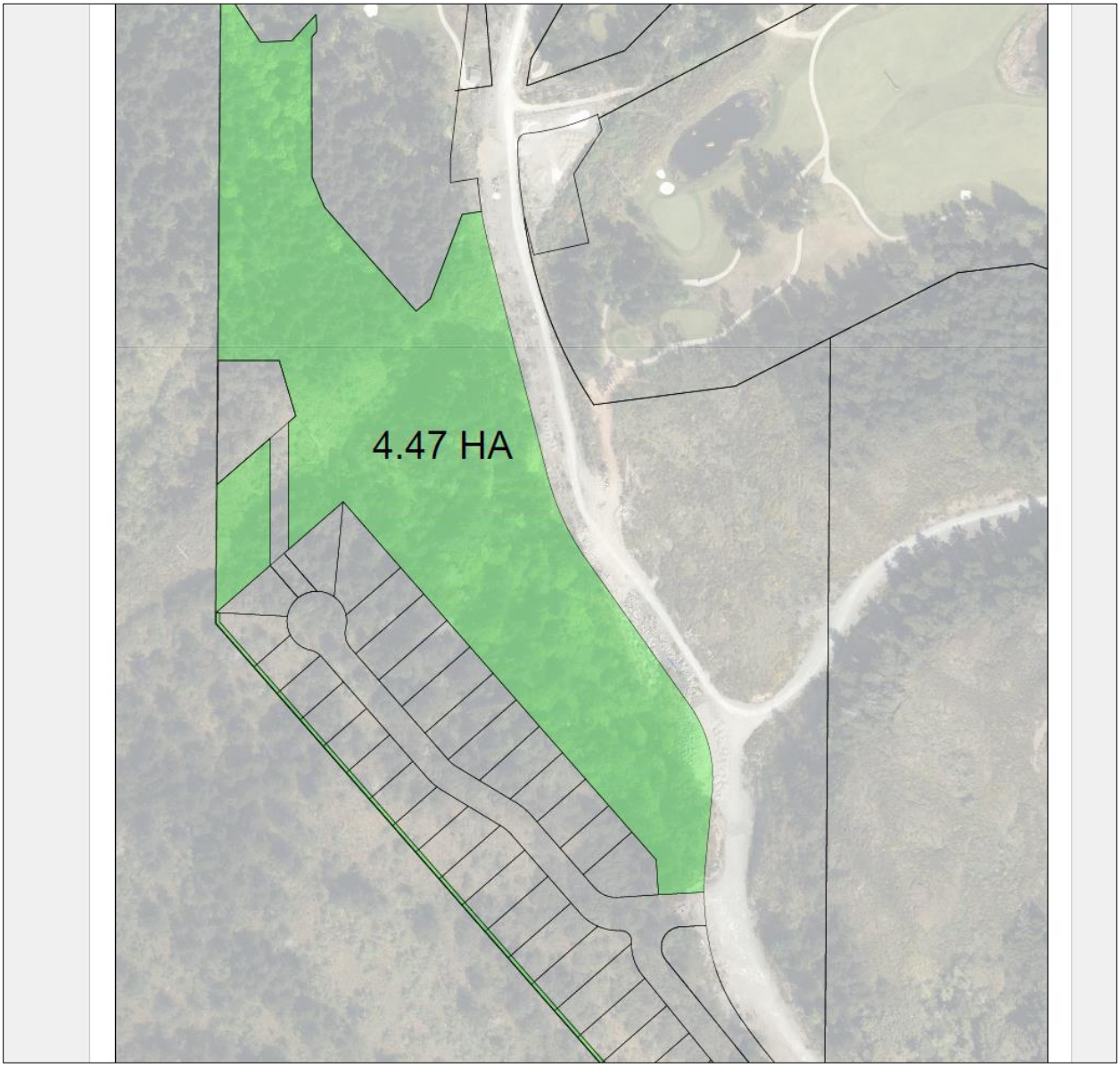
Submitted by:	Dave Sametz, Land Development Planner - Approval
Concurrence:	Matthew Baldwin, MCIP, RPP, Director of Planning – Email Approval
Concurrence:	Adriana Proton, Manager of Legislative Services – Email Approval
Concurrence:	Chris Aubrey, Fire Chief – Email Approval
Concurrence:	Cory Manton, Manager of Parks and Recreation – Email Approval
Concurrence:	Michelle Mahovlich, P.Eng, P.Geo, Director of Engineering - Approval
Concurrence:	Leah Stohmann, MCIP, RPP, Deputy Director of Planning – Email Approval
Concurrence:	Michael Dillabaugh, CPA, CA, Director of Finance – Email Approval
Concurrence:	Braden Hutchins, Director of Corporate Services – Email Approval
Concurrence:	Darren Kiedyk, Chief Administrative Officer – BH Approval

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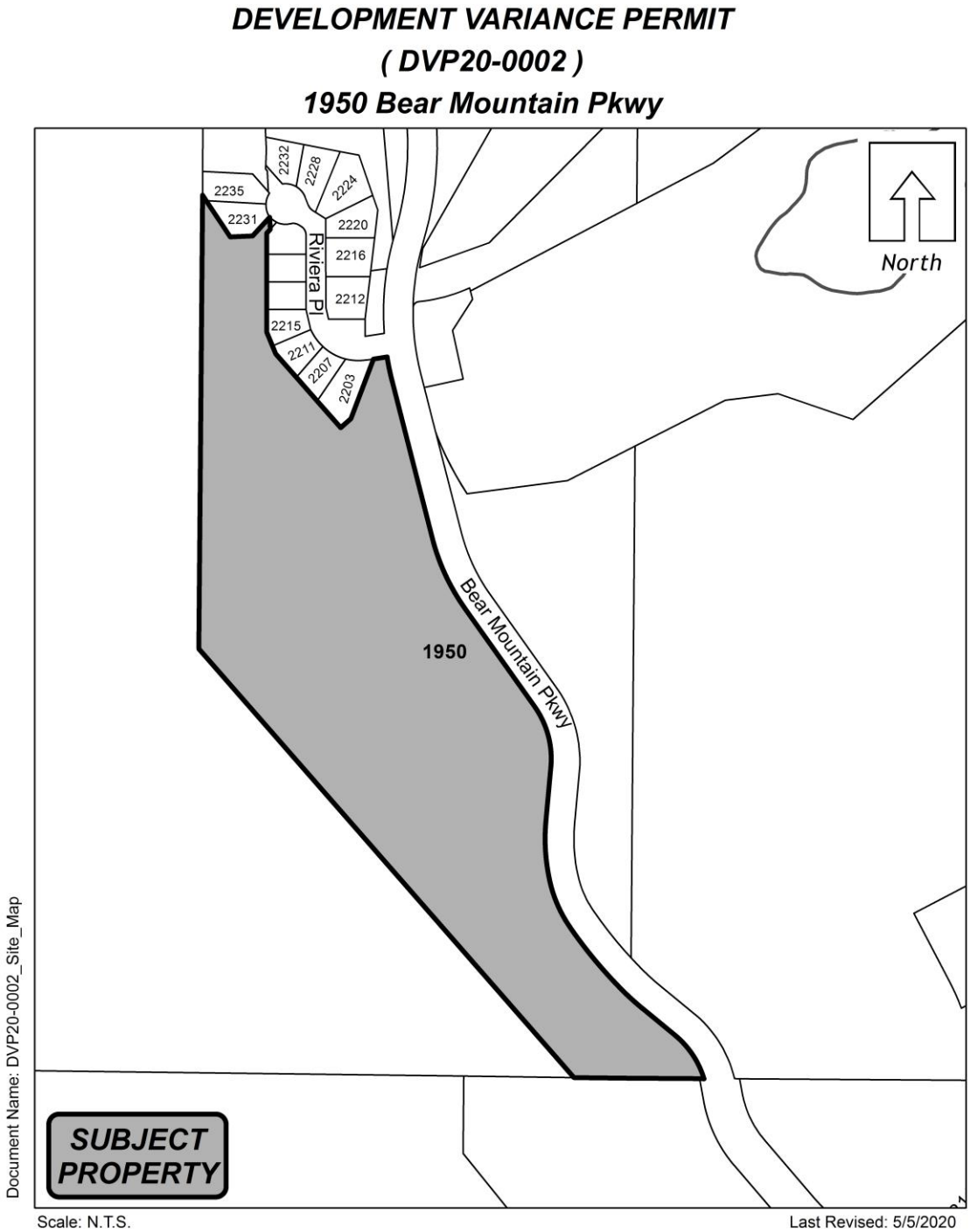
Appendix A – Site Plan



Appendix B – Land Dedication Plan

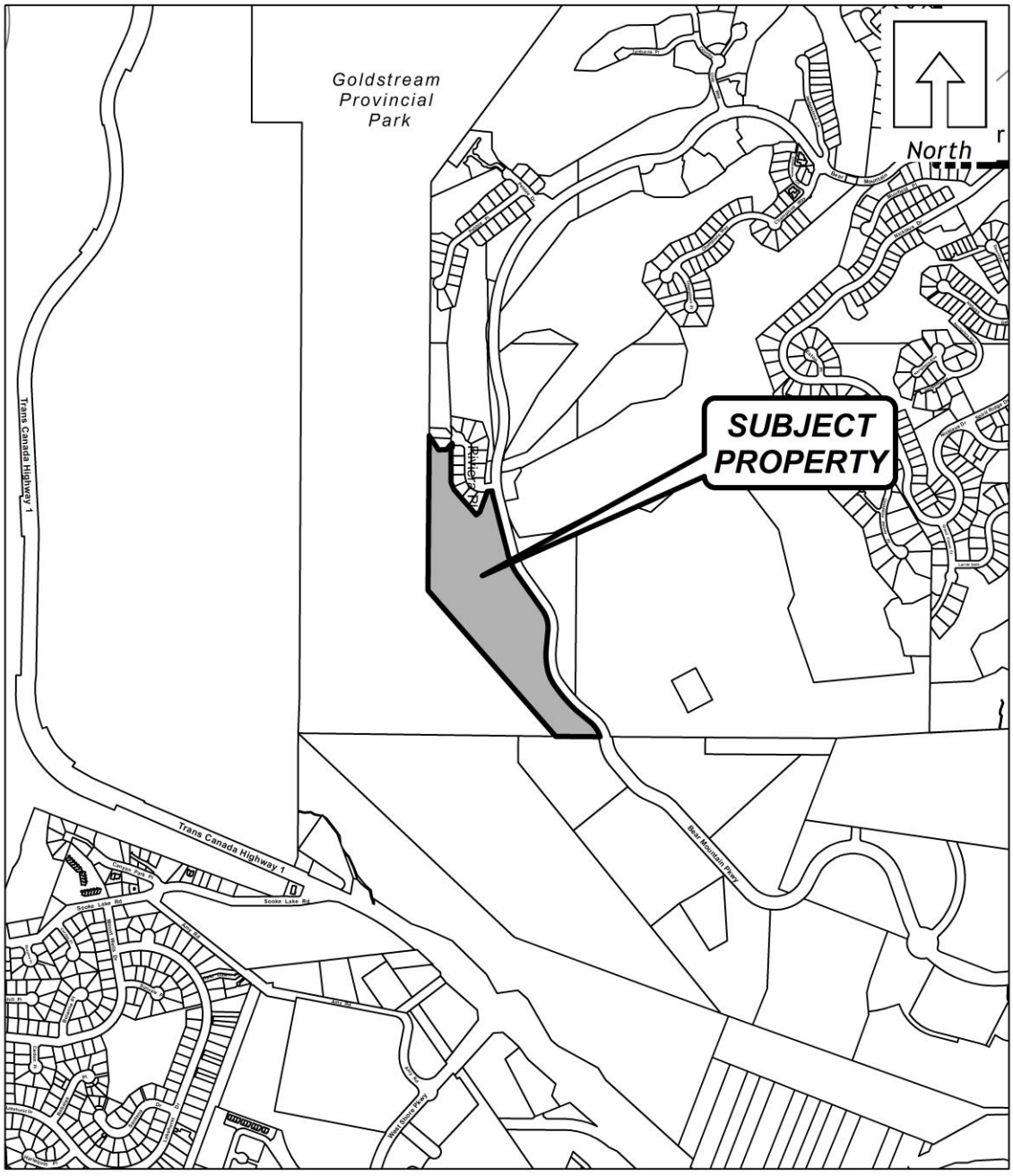


Appendix C – Property Map



Appendix D – Location Map

DEVELOPMENT VARIANCE PERMIT
(DVP20-0002)
1950 Bear Mountain Pkwy



City of Langford
www.cityoflangford.ca

Staff Report

to

Council

Date: June 8, 2020

Department: **Finance**

Subject: Approval of 2019 Statement of Financial Information

Please find attached the 2019 "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 2019 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:	Adriana Proton, Manager of Legislative Services
Concurrence:	Braden Hutchins, Director of Corporate Services
Concurrence:	Darren Kiedyk, Chief Administrative Officer

:aks

2019 CITY OF LANGFORD
Statement of Financial Information
(Pursuant to the Financial Information Act)

City of Langford, British Columbia, Canada

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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 2019 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.

2019 CITY OF LANGFORD
Statement of Financial Information
(Pursuant to the Financial Information Act)

Schedule of Employee Remuneration and Expenses (unaudited)

		Remuneration	Expenses	Total
Adams, Steve	Fire Co-Ordinator	129,130.48	225.00	129,355.48
Arnold, Graham	Fire Fighter	87,368.49		87,368.49
Aubrey, Christopher	Fire Chief	153,926.23	1,410.86	155,337.09
Auterhoff, Monica	Municipal Office Supervisor	79,448.26		79,448.26
Baldwin, Matthew	Director of Planning	158,922.53	4,684.87	163,607.40
Bate, Mitchell	GIS Technician	79,458.16	4,011.23	83,469.39
Bell, Brian	Fire Maintenance	135,979.62	725.00	136,704.62
Booth, Travis	GIS Technician	79,203.42	2,292.68	81,496.10
Brown, Jennifer	Manager of Support Services RCMP	99,378.94	3,000.00	102,378.94
Carmichael, Landis	Fire Comm Dispatcher	147,068.59		147,068.59
Caven, Lance	Assistance Chief of Fire Prevention	139,731.55	568.66	140,300.21
Corpus, Theodore	Senior Application Developer/Analyst	86,352.14	3,294.13	89,646.27
Davidson, Scott	Assistant Chief, Training	142,855.96	726.71	143,582.67
Dillabaugh, Michael	Director of Finance	147,283.66	3,984.98	151,268.64
Dube, Kevin	Manager of Information Technology	122,830.86	7,548.69	130,379.55
Dykstra, Robert	Planner	84,885.75	659.52	85,545.27
Edwards, Cameron	Sr Building Inspector	105,002.21	2,665.71	107,667.92
Fletcher, Lorne	Bylaw Manager	115,917.26	1,049.47	116,966.73
Goodwin, Seth	Firefighter	81,036.83		81,036.83
Henshall, George	Deputy Director of Engineering and Public Works	119,587.53	5,260.87	124,848.40
Humphrys, Katherine	Communications Operator	98,509.33		98,509.33
Hutchins, Braden	Director of Corporate Services	148,955.58	260.00	149,215.58
Kiedyk, Darren	Chief Administrative Officer	201,944.90	5,822.41	207,767.31
Kryklywyj-Shortreid, Audrey	Deputy Director of Finance	120,240.10	150.00	120,390.10
Lambert, Paul	Senior Bylaw Officer	89,319.26	2,697.49	92,016.75
Lenton, David	Engineering Technician	80,729.86	289.07	81,018.93
Leung, Ivan	Engineering, Construction Manager	110,022.65	3,229.03	113,251.68
Mahovlich, Michele	Director of Engineering	153,355.11	5,299.91	158,655.02
Manton, Cory	Manager of Parks & Recreation	120,018.32	3,405.42	123,423.74
Mattson, Raphiel	Construction Engineer	82,264.81	1,236.24	83,501.05
McDonald, James A	Supervisor Beautification Workers	75,824.31		75,824.31
McLellan, Tara	Engineering Technician	78,003.88	258.74	78,262.62
Miller, Shawn	GIS Technician	81,344.55	1,577.80	82,922.35
Minifie, Daryl	Land Development Technician	85,889.67	1,128.63	87,018.30
Moen, Jeffrey	GIS Technician	79,122.42	2,750.39	81,872.81
Moreau, Richard	RCMP - Computer Systems Analyst	78,937.48		78,937.48
Morhart, Lauren	Planner	85,804.20	2,080.26	87,884.46
Moss, Leanna	Fire Comm Dispatcher	92,436.62		92,436.62
Nielsen, Yari	Senior Technician Parks and Recreation	75,352.55	2,034.37	77,386.92
Obersteller, Paul	Firefighter/Inspector	130,045.63	2,637.87	132,683.50
Oliver, James	Land Development Technician	85,058.60	2,471.80	87,530.40
Pozney, Chris	Building Inspector	77,020.04	2,668.07	79,688.11
Proton, Adriana	Manager of Legislative Services	110,734.87	4,969.94	115,704.81
Reid, Jenny	Fire Fighter	80,337.74	80.00	80,417.74
Reinsch, Ryan	Senior System Administrator - Information Technology	93,219.98	4,412.73	97,632.71
Robinson, Wayne	Building Inspector 2	82,459.14	5,939.70	88,398.84
Sametz, David	Planning and Subdivision Technician	80,585.86	6,553.75	87,139.61
Spencer, Christopher	Firefighter	83,311.40		83,311.40
Spriggs, Geoff	Assistant Chief, Communications	153,808.02	3,271.49	157,079.51
Stohmann, Leah	Deputy Director of Planning	121,237.70	6,370.34	127,608.04
Worobec, Jerry	Manager Building Inspector	126,082.80	2,789.64	128,872.44
		5,457,345.85	**116,493.47**	**5,573,839.32**
	Remuneration under $75,000	**3,916,888.77**		
	Total Remuneration	**9,583,064.92**		

There were two severance agreements under which payment commenced between The City of Langford and it's non-unionized employees during the fiscal year 2019. Compensation was determined based on salary.

Schedule of Council Remuneration and Expenses (unaudited)

	Indemnity	Expenses	Total
Stewart Young	44,769.90	266.00	45,035.90
Denise Blackwell	31,935.05	6,532.14	38,467.19
Matt Sahlstrom	27,318.20	6,516.32	33,834.52
Lanny Seaton	27,711.95	3,049.21	30,761.16
Roger Wade	22,458.80	2,932.08	25,390.88
Norma Stewart	27,318.20	7,034.82	34,353.02
Lillian Szpak	27,318.20	6,315.39	33,633.59
	208,830.30	**32,645.96**	**241,476.26**

Schedule of Payments

687346 BC Ltd	120,113.28
Accent Refrigeration Systems Ltd.,	40,691.34
Accredit Mortgage Ltd	32,186.00
Achinback Industries And Foundry Ltd	36,206.09
Adams Storage Ltd	39,300.59
Agius Builders Ltd.	246,292.70
Aire Serv of Greater Victoria	75,675.00
Allied Power and Communication Ltd.	26,927.54
Anniko, Hunter	50,000.00
Aquamarine Inc	111,817.65
Arngask Developments	37,805.00
Ash Mountain Construction Ltd	46,970.18
ASO/Desjardins	533,730.30
B.T.H Construction Ltd	42,892.50
Bains, Bobby	59,538.00
BC Assessment Authority	509,083.33
BC Health Tax	126,121.38
BC Hydro	716,211.29
BC Transit	2,826,897.63
Bear Mountain Land Holdings Ltd.	40,691.70
Bell Mobility Inc.	70,896.74
Beyond the Turf Ltd	295,077.96
Black Press Group	72,345.94
Bob Lilly Landscape Architect	104,466.55
Bricklok Surfacing & Landscape Supply Ltd	103,223.40
Burke, Greg	607,852.50
Canadian Sport Institute	25,092.08
Capital City Paving Ltd.	484,540.49
Capital Region Emerg.Serv.Telecom(CREST)	78,016.85
Capital Regional District	9,574,945.91
Capital Regional District Water -Isld Hwy	628,209.59
Capital Regional District Water-Fisgard	281,574.30
Capital Regional District-Bylaw/Animal Control	101,891.56
Capital Regional Hospital District	2,618,268.68
CDW Canada Corp.	43,839.66
Charter Telecom Inc.	25,181.64
City of Nanaimo	25,187.45
Colquitz Engineering Ltd	30,515.10
Colwood, City Of (transfer of Casino Funds)	357,404.16
Covermaster Inc	135,337.44
Crombie REIT	26,214.72
DB Services of Victoria Inc	174,652.89

Dekra-Lite Industries Inc.	31,372.42
Destination Greater Victoria	27,394.50
Diamond Municipal Solutions	70,949.41
Douglas Lake Equipment Ltd	31,995.38
Draycor Construction Ltd	373,972.55
Draycor Developments Ltd.	30,880.00
Eager Beaver Tree Service	182,642.00
Eclipse Creative Inc.	46,472.26
Ecoasis Developments LLP	89,802.89
Ecoasis Resort and Golf LLP	105,661.83
Elite Promotional Marketing	27,407.06
Enex Fuels Ltd	57,186.51
Enviro Float Manufacturing (2002) Ltd.	95,624.48
Era Law	39,520.19
Esquimalt, Township Of (transfer of Casino Funds)	342,196.73
Esri Canada	96,293.75
Fantastic Cleaning Ltd.	190,731.65
Fastrac Printing Ltd	32,125.92
FDM Software Ltd	50,355.09
FieldTurf Inc.	362,197.50
Flag Shop, The	27,945.68
Fortis BC Natural Gas	74,448.86
Fubar Holdings	397,166.92
G & E Contracting LP	81,944.56
Gardner Creek Joint Venture	32,865.58
GFL Environmental Inc	30,550.45
Gillam Group	132,327.68
GM Landco Management Ltd.	35,915.00
Goldstream Holdings Ltd Partnership	347,147.50
Golf Canada Foundation	25,000.00
Grandstand Canada Inc	84,216.09
GRAPHIC OFFICE INTERIORS	388,409.20
Great West Life Assurance Co.	39,706.00
Greater Victoria Public Library	1,795,672.99
Greater Victoria Security	326,831.66
Habitat Systems Inc.	96,326.23
Harmoni Construction	101,730.00
Harris Computer Corp	150,770.93
Hayworth Communities Inc	69,362.62
Hendry Swinton McKenzie	278,035.00
Highlands, District Of (transfer of Casino Funds)	45,147.12
Hosking McCormick Holdings	71,826.00
Hoylake Developments Limited Partnership	31,692.00
International Assoc Of Firefighters	27,011.80
Ironclad Developments Inc.	250,496.09
Island Key Computer Ltd.	106,236.85
Isle Golf Cars Inc	25,286.71

IWC Excavation Ltd.	376,990.41
Jenner Chevrolet Oldsmobile Ltd	45,715.39
Jeune Bros Tent & Awning	32,629.70
Jim Pattison Toyota Victoria	69,160.00
Johnson Controls	33,998.38
Kerr Wood Leidal Consulting Engineers	311,278.79
Kettle Creek Developments	65,505.24
Keycorp Consulting Ltd.,	38,522.00
Keycorp Event Management Ltd	131,250.00
KPMG LLP, T4348	34,965.00
Lakewood Estates Ltd	152,852.39
Langford Lanes Bowling Alley Inc	26,607.00
Langford Volunteer Firefighters Assoc.	116,988.71
Laurentian Bank of Canada	27,248.00
Le Gers Properties Inc.	79,750.00
Leigh Rd Ventures	168,725.00
Lite Access Technologies Inc	139,797.95
Livingston International Inc	137,499.47
Lowen Hydrogeology Consulting Ltd	26,871.54
Lumca Inc.	193,595.85
Luxton Holdings Ltd.	58,945.10
M'akola Housing Society	80,181.00
Marathon Surfaces	103,126.61
Mastercard	355,915.14
Maxxam Victoria	61,921.00
McCallum Developments Inc	444,225.12
McCormick Meadows Ltd	159,303.00
Medical Services Plan Of BC	65,137.50
Metchosin, District Of (transfer of Casino Funds)	99,304.42
Michael Bryan Auto Brokers Inc	74,088.00
Microsoft Corporation	131,454.49
Milestone Equipment Contracting Inc	54,293.06
Motion Canada	57,413.49
NAN Site Servicing	100,936.50
New Valley Holdings	28,009.87
Nextview Construction Inc.	70,672.27
Oakcrest Park Estates Ltd.	44,490.79
Omsi	275,782.66
OnPoint Project Engineers Ltd	189,787.05
Oreck Karby Barristers & Solicitors	44,197.80
Our Lady of the Rosary Church	46,560.00
Pacific Centre Family Services	63,341.63
Pacific East Developments Ltd	77,439.00
Pacific Football Club	46,811.42
Paladin Technologies	31,414.04
Parkview Estates Ltd.	57,392.69
Peninsula Consumer Services Co-Operative	38,650.00

Performance Plus Hockey inc.	139,146.00
Provincial Sales Tax	190,305.50
Powell & Associates Land Surveyors	37,425.81
Ralmax Contracting Ltd	50,308.53
Rapid Impact Compactors Ltd	52,661.70
Raylec Power LP	740,051.97
RE/MAX Camosun	67,500.00
Read Jones Christoffersen	59,976.82
Receiver General for Canada - source deductions	2,707,535.85
Receiver General -RCMP contract	6,908,567.13
RecTec Industries Inc	178,596.04
Redington Property Group Ltd	94,612.21
Reed Pope Law Corp, In Trust	700,224.17
Richmond Property Group	73,264.08
Rugby Canada	36,155.98
Rubner	3,665,296.50
Ryzuk Geotechnical	86,512.64
Scalar Decisions Inc.	152,869.40
Scansa Construction	1,031,684.16
School District No.62	512,695.03
School Tax	12,051,476.76
Scho's Line Painting Service	42,522.76
Seacliff Properties (Langford) Ltd	39,983.50
Shelter Overland Van Co	29,072.00
Silverstream Investments Inc	95,086.31
Simplistic Lines Inc	43,090.73
Sooke Lake Modular Home Cooperative Assn	28,427.15
Sooke, District Of (transfer of Casino Funds)	266,623.05
Southern Exposure Developments Ind.	87,575.00
SouthPoint Partners Ltd	95,986.00
SSL-Sustainable Services Ltd	126,406.56
Staples #137	35,955.49
Story:	203,618.08
Sunshine Coast Credit Union Tsf to investment	5,000,000.00
Superannuation	1,606,393.09
SYN Lawn Vancouver Island	103,922.30
Tekloch Homes Ltd	26,480.00
The Westin Bear Mountain, Victoria	370,425.44
Think Communications Inc	98,941.22
Three Point Motors	57,762.88
TJBS Properties Ltd	79,000.00
TL Housing Solutions Ltd	287,065.25
Tower Fence Products Ltd.	28,879.45
Tran Sign (1999) Ltd	33,321.39
Tri City Finishing	69,555.15
Valley Traffic Systems	61,516.28
VDA Architecture Ltd	247,676.82

Verity Construction Ltd	7,014,963.49
Victoria Contracting & Municipal Maint.	5,450,869.71
WA Architects Ltd.	46,201.19
Watt Consulting Group	28,848.50
West Shore Arts Council	31,840.50
West Shore Environmental Services Limited Partnership	481,389.59
West Shore Parks & Recreation Society.	2,576,401.00
Westbrook Consulting Ltd.	44,257.82
Westhills Land Corp	304,878.71
Westhills Land Corp-Library Rent	129,014.12
Willing, Peter	32,768.75
Windley Contracting Ltd	31,230.63
Worksafe BC	100,854.13
YMCA YWCA of Greater Victoria	914,374.96
Young, Anderson Barristers & Solicitors	437,339.63
Young, Anderson in Trust	2,004,344.33
GIC Purchases	14,000,000.00
Total of vendor totals over $25,000	106,345,212.46
Under $25,000	3,140,030.51
Total	**109,485,242.97**

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)

2019 CITY OF LANGFORD
Consolidated Financial Statements
For the fiscal year ending December 31, 2019

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, 2019

Financial Statements

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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
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Victoria BC V8W 3Y7
Canada
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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, 2019
- 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, 2019 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 4, 2020

CITY OF LANGFORD

Consolidated Statement of Financial Position

December 31, 2019, with comparative information for 2018

	2019	2018
Financial assets:		
Cash and cash equivalents (note 2)	$ 17,869,648	$ 44,970,524
Short term investments	32,979,782	5,000,000
Property taxes receivable	1,788,931	1,699,177
Accounts receivable	12,598,020	11,596,391
Other assets	527,786	542,205
	65,764,167	63,808,297
Financial liabilities:		
Accounts payable and accrued liabilities	13,115,466	8,469,077
Prepaid property taxes and licences	1,513,367	1,737,084
Deferred revenue (note 3)	21,267,347	18,853,277
Refundable deposits	14,586,054	14,284,240
Debt (note 4)	23,300,825	25,426,850
	73,783,059	68,770,528
Net debt	(8,018,892)	(4,962,231)
Non-financial assets:		
Tangible capital assets (note 5)	474,752,059	440,593,794
Sewer franchise agreement (note 6)	36,684,622	35,857,276
Prepaid expenses	765,798	973,979
	512,202,479	477,425,049
Commitments, contingencies and contractual rights (note 11 and 12)		
Subsequent events (note 14)		
Accumulated surplus (note 7)	**$ 504,183,587**	**$ 472,462,818**

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, 2019, with comparative information for 2018

	Financial Plan (note 13)	2019	2018 (note 15)
Revenue:			
Taxation, net (note 8)	$ 32,957,489	$ 32,920,719	$ 30,294,924
Development cost charges (note 3)	6,522,792	3,413,466	3,342,053
Sewer capital recovery fees	-	10,784,310	10,876,787
Utility charges	5,000	5,000	5,000
Other	5,757,789	7,869,272	6,768,714
Licences and permits	2,982,400	3,734,870	3,330,584
Penalties and interest	410,000	468,191	400,766
Government transfers (note 9)	14,133,374	5,890,905	2,821,798
Commercial leasing	3,359,400	5,763,156	5,287,473
Casino	1,300,000	1,433,991	1,434,705
Investment earnings	200,000	888,676	516,566
Developer and property owner contributions	8,001,833	24,570,701	39,299,442
Total revenue	75,630,077	97,743,257	104,378,812
Expenses:			
General government services:			
Legislative	647,730	660,626	393,775
Administrative	2,955,400	4,130,226	2,919,353
Other	2,113,296	1,948,191	1,786,395
	5,716,426	6,739,043	5,099,523
Protective services:			
Police and bylaw enforcement	10,172,958	9,625,086	8,191,589
Fire protection and emergency response	3,572,978	3,998,699	3,387,848
Building inspection and other	785,824	796,415	775,127
	14,531,760	14,420,200	12,354,564
Engineering and public works:			
Common services	1,423,279	1,139,431	1,022,342
Land development services	496,959	758,318	704,601
Roads, streets and storm drainage	5,168,246	10,638,058	18,797,528
	7,088,484	12,535,807	20,524,471
Community services:			
Environmental and development services	1,009,500	1,047,989	980,930
Recreation and cultural services	11,053,085	15,360,480	13,361,255
West Shore Parks and Recreation Society (note 16)	5,633,530	5,962,005	6,071,702
	17,696,115	22,370,474	20,413,887
Utility and enterprise services:			
Sewer infrastructure	-	9,956,964	2,776,217
Total expenses	45,032,785	66,022,488	61,168,662
Annual surplus	30,597,292	31,720,769	43,210,150
Accumulated surplus, beginning of year	472,462,818	472,462,818	429,252,668
Accumulated surplus, end of year	$ 503,060,110	$ 504,183,587	$ 472,462,818

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, 2019, with comparative information for 2018

	Financial Plan (note 13)	2019	2018
Annual surplus	$ 30,597,292	$ 31,720,769	$ 43,210,150
Acquisition of tangible capital assets	(21,369,993)	(24,345,013)	(10,333,205)
Amortization of tangible capital assets	-	9,042,171	8,395,688
Loss on sale of tangible capital assets	-	168,710	1,839,538
Proceeds on sale of tangible capital assets	-	1,381,647	586,603
Sewer capital recovery fees	-	(10,784,310)	(10,876,787)
Sewer capital agency fee	-	9,241,729	2,098,712
Developer contributions of tangible capital assets	-	(19,116,957)	(26,797,555)
Change in proportionate share of West Shore Parks & Rec Society	-	(573,588)	(97,446)
Transfer of assets to other Governments (note 9)	-	-	7,286,366
Transfer of work in progress to operating	-	-	67,810
	9,227,299	(3,264,842)	15,379,874
Consumption of prepaid expenses	-	208,181	(148,969)
Change in net debt	9,227,299	(3,056,661)	15,230,905
Net debt, beginning of year	(4,962,231)	(4,962,231)	(20,193,136)
Net debt, end of year	$ 4,265,068	$ (8,018,892)	$ (4,962,231)

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

CITY OF LANGFORD

Consolidated Statement of Cash Flows

Year ended December 31, 2019, with comparative information for 2018

	2019	2018
Cash provided by (used in):		
Operating activities:		
Annual surplus	$ 31,720,769	$ 43,210,150
Items not involving cash:		
Amortization of tangible capital assets	9,042,171	8,395,688
Loss on sale of tangible capital assets	168,710	1,839,538
Developer contributions of tangible capital assets	(19,116,957)	(26,797,555)
Sewer capital recovery fees	(10,784,310)	(10,876,787)
Sewer capital agency fee	9,241,729	2,098,712
Change in proportionate share of West Shore Parks & Rec Society	(573,588)	(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	(89,754)	77,311
Accounts receivable	(1,001,629)	3,822,888
Other assets	14,419	(84,347)
Accounts payable and accrued liabilities	4,646,389	(5,661,061)
Prepaid property taxes and licences	(223,717)	867,500
Deferred revenue	2,414,070	3,715,406
Refundable deposits	301,814	2,289,591
Prepaid expenses	208,181	(148,969)
	25,968,297	30,004,795
Capital activities:		
Acquisition of tangible capital assets	(24,345,013)	(10,333,205)
Proceeds on sale of tangible capital assets	1,381,647	586,603
	(22,963,366)	(9,746,602)
Financing activities:		
Debt proceeds	-	2,300,000
Debt payments	(2,126,025)	(2,691,850)
Purchase of investments	(27,979,782)	(5,000,000)
	(30,105,807)	(5,391,850)
Increase (decrease) in cash and cash equivalents	(27,100,876)	14,866,343
Cash and cash equivalents, beginning of year	44,970,524	30,104,181
Cash and cash equivalents, end of year	$ 17,869,648	$ 44,970,524
Supplemental cash flow information:		
Cash paid for interest	$ 739,169	$ 626,079
Cash received from interest	888,676	516,566

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:**

	2019	2018
West Shore Parks and Recreation Society	$ 1,444,846	$ 1,632,134
Cash	9,024,949	20,338,390
Term deposits	7,399,853	23,000,000
	$ 17,869,648	$ 44,970,524

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:

	2019	2018
Development cost charges	$ 19,434,367	$ 17,000,931
Hotel room tax	1,114,556	1,198,495
Other	718,424	653,851
	$ 21,267,347	$ 18,853,277

Development cost charges:

	2019	2018
Opening balance of unspent funds	$ 17,000,931	$ 13,462,079
Add:		
Development cost charges received during the year	5,521,742	6,606,753
Interest earned	325,160	274,152
	22,847,833	20,342,984
Less amount spent on projects and recorded as revenue	(3,413,466)	(3,342,053)
	$ 19,434,367	$ 17,000,931

4. **Debt:**

(a) Debt:

Debt from the TD Bank is comprised of an interim financing facility which bears interest at Bankers Acceptance Rate plus stamping fee of 60 basis points. The current rate of interest is 2.15%.

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

2020	$	1,471,500
2021		1,496,400
2022		1,491,400
2023		1,490,500
2024		1,498,100

5. **Tangible capital assets:**

(a) Assets under construction:

Assets under construction have a value of $6,417,023 (2018 - $3,621,581) 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 $19,116,957 (2018 - $26,797,555) comprised of land $12,717,447 (2018 - $19,927,362), land improvements $118,240 (2018 - $21,000), sewer and storm infrastructure $2,525,206 (2018 - $3,035,188) and roads infrastructure $3,756,064 (2018 - $3,814,005).

(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 2019 or 2018.

(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	2019	2018
Cost:										
Opening	$ 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
Additions	15,787,466	3,627,649	8,384,048	1,740,423	2,525,206	6,627,123	4,226,075	543,980	43,461,970	37,130,760
Transfers	-	216,757	977,488	119,158	-	3,335	(1,316,738)	-	-	-
Disposals	(1,359,247)	(475,453)	-	(198,865)	-	(30,752)	(113,895)	(61,090)	(2,239,302)	(11,400,435)
Change in share	-	-	-	-	-	-	-	835,280	835,280	139,078
Balance, end of year	204,264,834	19,756,351	49,887,845	15,086,513	63,979,072	172,591,295	6,417,023	33,762,453	565,745,386	523,687,438
Accumulated Amortization:										
Opening	-	6,065,102	7,946,648	7,555,844	11,409,241	39,952,058	-	10,164,751	83,093,644	76,953,947
Disposals	-	(427,908)	-	(193,219)	-	(9,227)	-	(58,591)	(688,945)	(1,620,117)
Amortization	-	845,689	953,269	942,998	986,675	3,932,836	-	665,469	8,326,936	7,718,182
Change in share	-	-	-	-	-	-	-	261,692	261,692	41,632
Balance, end of year	-	6,482,883	8,899,917	8,305,623	12,395,916	43,875,667	-	11,033,321	90,993,327	83,093,644
Net book value, end of year	**$ 204,264,834**	**13,273,468**	**40,987,928**	**6,780,890**	**51,583,156**	**128,715,628**	**6,417,023**	**22,729,132**	**$ 474,752,059**	**$ 440,593,794**

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 $2,256,983 (2018 - $4,510,953) 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 2019 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 $9,241,729 (2018 - $2,098,712).

	Opening	Increase	Decrease	Closing
WSES sewer infrastructure				
Cost	$ 43,255,293	2,256,983	(714,402)	$ 44,797,874
Accumulated amortization	(7,398,017)	(715,235)	-	(8,113,252)
	35,857,276	1,541,748	(714,402)	36,684,622
Remaining cost to be recovered	-	(2,256,983)	2,256,983	-
	$ 35,857,276	(715,235)	1,542,581	$ 36,684,622

7. Accumulated surplus:

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

	2019	2018
Surplus:		
Invested in tangible capital assets	$ 488,135,856	$ 451,024,220
Other	(5,171,115)	(98,595)
Total surplus	482,964,741	450,925,625
Reserves set aside by Council:		
Future operational contingencies	855,630	653,760
Future capital contingencies	1,208,946	984,000
Federal Gas Tax	3,607,840	2,449,326
West Shore Parks & Rec Society	931,594	961,791
Total reserves	6,604,010	5,048,877
Reserve funds set aside for specific purposes by Council:		
Capital works	4,166,876	1,911,266
Affordable housing	2,598,091	2,039,036
Parks and open space	1,157,991	2,431,746
Parkland improvement	3,029	2,975
General amenity	3,738,423	7,740,700
Equipment replacement	950,758	762,487
Sidewalk capital	49,234	48,334
Bear Mountain fire hall	1,400,559	1,355,208
Special police capital	-	148,324
Special police operating	500,735	-
Downtown parking	49,140	48,240
Total reserve funds	14,614,836	16,488,316
	$ 504,183,587	$ 472,462,818

8. Taxation:

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

	2019	2018
General	$ 30,401,773	$ 28,236,723
Parcel tax	1,953,825	1,532,460
Revenue in lieu of taxes	115,241	95,937
Collections for other governments	31,934,124	29,650,587
1% utility taxes	449,880	429,804
	64,854,843	59,945,511
Less taxes levied for other authorities:		
Capital Regional District - General Operating	7,490,488	6,577,464
Revenue in lieu of taxes	93,988	73,988
Capital Regional Hospital District	2,613,170	2,515,842
School Authorities	18,317,177	17,428,848
BC Assessment Authority	508,356	482,952
Municipal Finance Authority	2,497	2,210
BC Transit	2,908,448	2,569,283
	31,934,124	29,650,587
	$ 32,920,719	$ 30,294,924

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.

	2019	2018
Operating transfers:		
Federal	$ 102,027	$ 33,394
Provincial	709,574	348,170
Other	813,219	661,452
	1,624,820	1,043,016
Capital transfers:		
Federal	2,883,317	1,374,049
Provincial	1,179,165	180,353
Other	203,603	224,380
	4,266,085	1,778,782
	$ 5,890,905	$ 2,821,798

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 205,000 active members and approximately 101,000 retired members. Active members include approximately 40,000 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, 2018 indicated a $2,866 million funding surplus for basic pension benefits on a going concern basis. The next valuation will be as at December 31, 2021 with results available in 2022.

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 $877,689 (2018 - $775,858) for employer contributions while employees contributed $740,612 (2018 - $673,497) to the Plan in fiscal 2019.

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 lawsults 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 2020 estimated cost of this contract is $8,036,600.

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, 2019, the following major contracts were in progress:

	Total Amount of Contract	Paid or Accrued
Operating	$ 19,744,518	$ 11,601,240
Capital	-	-

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:

2020	$	521,247
2021		500,000
2022		510,000
2023		410,000
2024		410,000
	$	2,351,247

In addition to these contractural rights, the City has agreements with other parties that provide payments to the City based on a percentage earned throughout the year.

13. Financial plan:

The financial plan data presented in these consolidated financial statements is based upon the 2019 operating and capital financial plans approved by Council on May 6, 2019. 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	$	49,110,391
Capital		43,705,292
West Shore Parks & Rec Society		3,121,794
Less:		
Transfers from own funds		15,807,400
Proceeds on debt issue		4,500,000
Total revenue		75,630,077
Expenses:		
Operating		49,110,391
Capital		43,705,292
West Shore Parks & Rec Society		3,121,794
Less:		
Capital expenditures		43,705,292
Transfer to own funds		5,041,500
Debt principal payments		2,157,900
Total expenses		45,032,785
Annual surplus	$	30,597,292

14. Subsequent Event:

Subsequent to December 31, 2019, the COVID-19 outbreak was declared a pandemic by the World Health Organization. This situation presents uncertainty over the City's future cash flows and may have a significant impact on the City's future operations. Potential impacts on the City's business could include future decreases in revenue, future increases in expenses, impairment of receivables, impairment of investments or reduction in investment income and delays in completing capital project work. As the situation is dynamic and the ultimate duration and magnitude of the impact of the economy are not known, an estimate of the financial effect on the City is not practical at this time.

15. Comparative Figures

Certain comparative figures have been reclassified to conform with the financial statement presentation adopted for the current year. The City has adjusted the prior year comparative figures for revenue and expenses to reflect the gross up of contractual revenues and expenses which were previously netted.

16. 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 2019, the City's share of improvements purchased by the Society on its behalf is $352,050.

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 2019, the City of Langford's share is $573,588. Included in this amount is the reallocation of the shares previously owned by the Juan de Fuca Electoral Area.

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 2019 the City's proportion for consolidation purposes was 52.07% (2018 - 50.77%).

Condensed financial information for the Society is as follows:

	2019	2018
Financial assets	$ 3,480,294	$ 3,636,125
Financial liabilities	2,362,813	2,233,137
Net financial assets	1,117,481	1,402,988
Non-financial assets	1,308,209	1,030,170
Accumulated surplus	$ 2,425,690	$ 2,433,158
Invested in tangible capital assets	$ 1,041,200	$ 982,438
Reserve funds	1,921,597	2,036,113
Other	(537,107)	(585,393)
	$ 2,425,690	$ 2,433,158
Revenues	$ 7,330,284	$ 6,547,215
Requisition from members	4,947,539	4,947,539
	12,277,823	11,494,754
Expenses	7,337,752	6,331,257
Requisition from members	4,947,539	4,947,539
	12,285,291	11,278,796
Annual surplus (deficit)	$ (7,468)	$ 215,958

17. 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 17 2019 Segmented Information (Continued)

	General Government Services	Protective Services	Engineering and Public Works	Community Services	Utility and Enterprise Services	Total
Revenue:						
Taxation	$ 6,045,281	$ 11,986,866	$ 4,018,592	$ 10,869,980	$ -	$ 32,920,719
Utility charges	-	-	-	-	5,000	5,000
Government transfers	498,000	914,110	3,232,928	1,245,867	-	5,890,905
Commercial leasing	51,608	98,974	-	5,612,574	-	5,763,156
Other	4,811,065	80,525	56,949	4,277,600	10,784,310	20,010,449
Licences and permits	29,610	2,750,445	180,389	774,426	-	3,734,870
Developer and property owner contributions	3,513,105	20,000	15,236,123	3,257,067	2,544,406	24,570,701
Development cost charges	-	-	839,629	2,573,837	-	3,413,466
Casino	-	-	1,433,991	-	-	1,433,991
Total Revenue	14,948,669	15,850,920	24,998,601	28,611,351	13,333,716	97,743,257
Expenses:						
Salaries, wages and employee benefits	3,117,907	5,019,730	1,995,821	2,976,949	-	13,110,407
Contracted and general services	1,866,532	8,149,154	4,265,372	14,227,278	9,241,729	37,750,065
Materials, goods, supplies and utilities	595,214	566,021	575,728	1,036,906	-	2,773,869
Other	887,521	230,058	818,461	1,409,936	-	3,345,976
Amortization	271,869	455,237	4,880,425	2,719,405	715,235	9,042,171
Total Expenses	6,739,043	14,420,200	12,535,807	22,370,474	9,956,964	66,022,488
Annual surplus (deficit)	$ 8,209,626	$ 1,430,720	$ 12,462,794	$ 6,240,877	$ 3,376,752	$ 31,720,769

Note 17 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	-	5,029,808	-	5,287,473
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	22,650,324	13,916,975	104,378,812
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	11,277,660	2,098,712	27,015,625
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	20,413,887	2,776,217	61,168,662
Annual surplus (deficit)	$ 8,797,487	$ 892,478	$ 20,142,990	$ 2,236,437	$ 11,140,758	$ 43,210,150

City of Langford
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Staff Report

to

Council

Date: June 8, 2020

Department: **Parks & Recreation**

Subject: Rugby Canada Lease of Office Building Located at 3024 Glen Lake Road

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Background

Council may be aware that the City of Langford entered into a 15 year Lease with Rugby Canada for the Office Building located at 3024 Glen Lake Road in January 2012. This lease also includes 6 storage lockers on the lower level of this building, use of the commercial washer and dryer on the lower floor, use of the Eagle Ridge Training Centre, and use of the City's suite in the Stadium. The use of the City Suite and Eagle Ridge Centre was no longer required after Rugby Canada took possession the Al Charron – Rugby Canada National Training Centre in 2017.

In 2015, Council approved a partnership with Rugby Canada and the Federal Government through an Infrastructure Grant, to build the Al Charron - Rugby Canada National Training Centre at 3019 Glen Lake Road. In 2018, Rugby Canada centralized their administration functions across the country to the City of Langford. Over the past two years Rugby Canada has continued to occupy both buildings, but have found they have excess space that is not utilized to its full potential. In 2019, Pacific FC has subleased spaces in the Al Charron - Rugby Canada National Training Centre for player rehabilitation and staff administration space in the area allocated for the future home of the Rugby Canada Hall of Fame.

Commentary

In March 2020, with the onset of COVID-19, Rugby Canada approached City staff with a proposal to sub-lease the office space located at 3024 Glen Lake Road to Pacific FC, who are looking for suitable office space in Langford. On June 1, 2020, the City received the attached letter from Rugby Canada with a formal request to terminate the Lease Agreement. This would allow the City to enter into a new lease agreement with Pacific FC for the space. Rugby Canada has requested a new lease agreement for continued use of the six lockers and non-exclusive use of the commercial laundry space on the bottom floor of the building (the latter of which would be shared with PFC).

Financial Implications
Under the proposed lease agreement with Pacific FC for a market rate monthly lease, payment will be $5750.00, less protections and termination clauses as they pertain to COVID-19. Rugby Canada will lease the six storage lockers for $200.00 per month for a total of $1200.00 per month.

Legal Implications
All leases would be / have been prepared in consultation with City lawyers. Notices, as required by the *Community Charter*, have been placed in the newspaper.

Options

1. That Council:
    a. Approve the termination of the lease with Rugby Canada for the office space located at 3024 Glen Lake Road; and
    b. Approve the City Administrative Officer (CAO) to negotiate a three-year lease agreement with Pacific FC at the current market rate of 23 sq. ft. for the office space located at 3024 Glen Lake Road and authorize the Mayor and CAO to execute the lease agreement; and
    c. Approve the CAO to negotiate a two-year lease agreement with Rugby Canada at the current market rate, for six storage lockers located on the lower floor of the office building located at 3024 Glen Lake Road and authorize the Mayor and CAO to execute the lease agreement; or

2. Council decide to take no action at this time.

Respectfully submitted,

Submitted by:	Braden Hutchins, Director of Corporate Services
Concurrence:	Adriana Proton, Manager of Legislative Services
Concurrence:	Cory Manton, Manager of Parks and Recreation
Concurrence:	Michael Dillabaugh, CPA, CA, Director of Finance
Concurrence:	Darren Kiedyk, Chief Administrative Officer

:bh

01-June-2020

His Worship Stewart Young
Mayor City of Langford
2nd Floor, 877 Goldstream Avenue
Langford
British Columbia, Canada
V9B 2X8

RE: Rugby Canada Lease of 3024 Glen Lake Road (Centre of Excellence Building)

Mayor Young:

Thank you & council for the City of Langford's continued support of Rugby Canada. We and our National Team Athletes are incredibly proud to call Langford our home!

I am writing to request the City of Langford's assistance in terminating the Lease Agreement, dated 01-January-2012 for the Centre of Excellence office building, located at 3024 Glen Lake Road.

Due to a streamlining of our operational staff & the ability to locate all staff in the Al Charron National Training Centre building, located at 3019 Glen Lake Road, we no longer require the office space on the second floor of the "Office Building", as defined in the Lease Agreement. We further understand this will assist the City of Langford in their support of the Pacific FC football club's operations, which Rugby Canada fully supports.

Rugby Canada requests a new lease/rental agreement be established to permit Rugby Canada's continued use of the existing locker spaces, the non-exclusive use of the laundry facilities located in the storage area of the "Office Building" & the Field Use, as detailed in Schedule F of the current Lease Agreement.

We greatly appreciate Council's consideration of this request.

Sincerely,

Allen Vansen
Chief Executive Officer

CC Tim Powers, Chairman – Rugby Canada
Darren Kiedyk, CAO – City of Langford

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rugby.ca
info@rugby.ca

CITY OF LANGFORD
BYLAW NO. 1862

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 deleting the section titled "Why are we planning" in Part 1 in its entirety; and

   2. Replacing Section 13 in its entirety with the text found in Schedule "A" to this bylaw;

B. This Bylaw may be cited for all purposes as "Langford Official Community Plan Bylaw, Amendment No. 33, (Text Amendment – Regional Context Statement), Bylaw No. 1862, 2020".

READ A FIRST TIME this 20th day of January, 2020.

PUBLIC HEARING WAIVED BY RESOLUTION OF COUNICL this 6th day of April, 2020.

READ A SECOND TIME this day of, 2020.

READ A THIRD TIME this day of, 2020.

ADOPTED this of, 2020.

MAYOR

(Certified Correct)
CORPORATE OFFICER

Schedule A

"13.0 Regional and Inter-jurisdictional Cooperation

Langford's imperative for this OCP is to harness development forces to contribute to sustainable and positive change.

As with many communities, the City of Langford exists as part of a community of communities. Most directly, this wider community is the fourteen municipalities and electoral areas that constitute the Capital Regional District (CRD) and which encompass the southern end of Vancouver Island. The City of Langford is also inextricably linked with the Province of British Columbia, Canada as a nation and the world, not only through a myriad of agreements and treaties, but also through our shared humanity and common objective of sustaining life on this fragile planet.

The City's long-term prosperity is largely influenced by the relationships it maintains with other governments and jurisdictions. The City has a record of successful collaborations with other organizations, municipalities, first nations and senior levels of government, and intends to enhance existing relationships and forge new ones as required.

→ Inter-Municipal Cooperation

Objective 13.1 **Develop strategies for the efficient co-delivery of services and programs.**

Policy 13.1.1 As may be practical, seek opportunities to efficiently deliver programs and services with neighbouring municipalities. Specific areas may include, but are not limited to:

i. Park acquisition and development;
ii. Recreation programming;
iii. Servicing (e.g. efficient, connected sewers, roads, energy systems or others);
iv. Ongoing community planning;
v. Greenhouse gas emissions reduction strategies, climate protection and/or climate adaptation;
vi. Sharing and/or providing administrative support services;
vii. Environmental initiatives such as creek and/or watershed enhancement;
viii. Local economic development initiatives;

Objective 13.2 **Implement regional-scale systems and programs.**

Policy 13.2.1 The City recognizes the need for inter-municipal planning in areas such as transportation routes, settlement patterns and economic development. Inter-municipal co-operation and regional liaison on transportation issues such as public transit, road upgrades and the rapid-bus transit link between

major centres and the metropolitan core is vital to the design and planning process and should be retained on an ongoing basis.

Policy 13.2.2 Work with adjacent municipalities and other agencies to plan and develop a network of greenspace, trails and sidewalk connections between the urban areas of Colwood & Langford. This may include parks, natural areas, environmentally sensitive areas, trails as well as protected private open spaces and agricultural lands that have value as undeveloped open spaces.

→ Inter-Agency Cooperation

Objective 13.3 Broaden Involvement or Service Agencies in Community Planning.

Policy 13.3.1 Include other governments and/or non-governmental organizations in community development initiatives.

→ Regional Context Statement

"The purpose of the Regional Growth Strategy is to help realize the region's vision, through the commitment of the Capital Regional District, the Juan de Fuca Electoral Area and local municipalities to guide growth and change toward common objectives.

Objectives:

- ***Significantly reduce community-based greenhouse gas emissions;***
- ***Keep urban settlement compact;***
- ***Protect the integrity of rural communities;***
- ***Protect, conserve and manage ecosystem health;***
- ***Deliver services consistent with RGS objectives;***
- ***Create safe and complete communities;***
- ***Improve housing affordability;***
- ***Increase transportation choice;***
- ***Strengthen the regional economy; and,***
- ***Foster a resilient food and agriculture system."***

(CRD Regional Growth Strategy, 2018)

The City of Langford was incorporated in 1992 and has been experiencing rapid growth and development since this time. This growth trajectory, while remarkable, is consistent with the CRD's Regional Growth Strategy (RGS) and Langford's municipal boundary has always been coincident with the Regional Urban Containment and Servicing Policy Area of the former RGS and the Urban Containment and Supply Area of the current RGS.

The Capital Regional District adopted its first regional growth strategy in 2003 and the City's first Regional Context Statement formed part of this Official Community Plan when this plan was written and adopted.

The current RGS was approved by the Board for the Capital Region in March 2018. A regional context statement identifies and defines the policy links that exist between an Official Community Plan and a Regional Growth Strategy as local planning and land use policies are expected to link with and work towards the goals and objectives established in the RGS.

Langford's Growth Management and Land Use Strategy (Map 2 of this OCP) is consistent with the Growth Management Concept Plan (Map 3A of the RGS) and the Settlement Concept – Detail (map 3B of the RGS). Within these three maps, one will find the hierarchy of settlement patterns with explain the place which Langford has at the heart of the West Shore and how the growth node centered on the City's City Centre designation is now and is expected to remain as a nucleus for development in the West Shore.

Population, Dwelling and Employment Projections

	2018			**2038**		
	Population	Dwellings	Employment	Population	Dwellings	Employment
Langford	38,300	20,700	13,300	65,800	29,400	20,200
CRD	392,100	172,300	211,100	478,500	218,200	261,100

Population Change 2018-2038

	Total Increase	% Change
Langford	27,500	71.8
CRD	86,400	22.0

Source: 2018 CRD Regional Growth Strategy

The population in the Capital Regional District (CRD) is anticipated to grow from 392,100 (2018 estimate) to 478,500 in 2038. As a key growth area in the region, the RGS anticipates that the City of Langford will accommodate 27,500 additional people in approximately 8,700 new dwellings in the same period. This translates to a population of over 65,800 by 2038.

In 2008, the Official Community Plan stated that some 22,000 new units, or 200% of long-term housing forecasts, were in various stages of approval (rezoned, development permits) or planning (OCP) and that the capacity for new housing still remained in abundance throughout the community. Since that time, growth and development have whittled away at this supply of zoned and developable land, as well as the capacity to absorb new growth. Within a few years, the City will likely reach the geographical extent of its growth and further growth will be then concentrated, as it has for the past decade, on in-fill or replacement development

A continued strong demand for traditional detached housing, proximity to new schools, and the availability of nearby parks and open spaces, will continue to draw new residents to Langford and the West Shore. It is possible, therefore, that population growth will exceed these projections.

The policy directions contained within this Official Community Plan align with the objectives of the RGS in the following specific ways:

Managing and Balancing Growth

13.4.1 Keep Urban Settlement Compact

The City of Langford's municipal boundary is coincident with the Urban Containment Boundary designated on Map 3a (Growth Management Concept Plan) of the RGS.

The Growth Management & Land Use Strategy Map of this OCP designates areas where growth is intended, controlled, or limited so as to ensure a compact urban settlement. Intended growth areas include a range of centres as land use designations (City Centre, Village Centres & Neighbourhood Centres). Centres are defined by the 5- or 10-minute walkshed that will accommodate a wide range of uses, including residential, commercial, industrial, institutional and park/open space. Other intended growth areas include Mixed-use Employment Centres, where creative infill or redevelopment of housing is encouraged and Business or Light Industrial Centres where business uses are encouraged. The City Centre and the Mixed-use Employment Centre that includes Westshore Town Centre constitute a 'sub-regional node" in the RGS Map 3b (Settlement Concept - Detail) in Langford. Other identified nodes include Westhills and Olympic View. The RGS does not preclude the further development of service nodes in Langford.

Section 3.0 (Our Sustainable City) of this OCP includes detailed policies for each land use designation that focuses on supporting a nodal pattern of development, transit supportive development and infill development.

Langford will assist the CRD in meeting the 2038 target in the RGS, with respect to managing and balancing growth, as all new development in Langford will be within the Urban Containment Policy Area.

13.4.2 Protect the Integrity of Rural Communities

Council will consider development in rural parts of the City if it is in the community interest subject to detailed policies that take into account local values, rural and agricultural viability and the need for housing and parkland when making decisions. Rural/Rural policies of the RGS do not apply to the City of Langford as the City is entirely within the Urban Containment Boundary identified on Map 3a of the RGS.

Areas in the City with the designation of Capital Green Lands Policy Area are park and recreation space.

Areas in the City with the designation of Renewable Resource Lands are within the Provincial Agriculture Land Reserve.

Section 4.0 (Our Natural Setting, Parks & Open Spaces) of this OCP seeks to reinforce and enhance the recreational and environmental value of treed areas, lakes, streams and open space systems, which is consistent with Policy 1.2 of the RGS.

The policies of this OCP with respect to patterns of compact urban settlement within the Urban Containment Boundary should alleviate the pressure to develop areas designated rural/rural residential in the RGS that occur within other municipalities within the region.

Environment and Infrastructure

13.4.3 Protect, Conserve and Manage Ecosystem Health

The City's environmental development permit guidelines are in place to protect environmental features on public and private property, including wetlands, watercourses, lakes, sensitive plant communities, steep sloping terrain and natural heritage features.

The City recognizes the Regional Trail network and all regionally managed parks as having regional significance. City Centre Park, Centennial Park and Veterans Memorial Park should also be considered regionally significant.

Langford will assist the CRD in meeting the 2038 target in the RGS, with respect to a Regional Trail Network by acquiring, where possible, key properties for this initiative.

13.4.4 Manage Regional Infrastructure Services Sustainably

The City recognizes the value of the RGS goals of cooperative initiatives in the areas of regional air quality, energy efficiency, waste management and reduction, and watershed management.

Future development without sanitary sewer is discouraged, and the City seeks to promote settlement patterns which are able to use existing infrastructure or are cost-effective and efficient to serve.

The City has adopted a Storm Water Management Plan which takes into account development areas as proposed in the Plan, population projections, stream capacity and receiving water quality.

There is a recycling facility in the City, assisting in the reduction of solid waste disposal from the City.

There is a septage processing plant in the City serving the whole region and southern Vancouver Island.

Policies in Section 12 (Our Community Infrastructure) of this OCP align with the policies in Sec. 2.2 of the RGS.

Housing and Community

13.4.5 Create Safe and Complete Communities

The City's emphasis on the creation of compact, walkable and mixed-use centres which provide convenient vehicular, transit and cycle / pedestrian access (Section 2.0, 5.0 & 7.0 of this OCP) is consistent with Policy 3 of the RGS.

The area identified as a Sub-regional Node on Map 3a of the RGS is the area of the City that has been developed as the pedestrian-oriented town centre, an auto-oriented commercial area and a business park/industrial area.

Going forward, maintaining a pedestrian focus will be a priority (Section 5.0 – Our Built Environment) and mixed-use infill in areas that are currently predominantly auto-oriented commercial will be encouraged. A mix of housing will be integral to the City Centre core area and is included in the pedestrian-oriented town centre in the form of apartments, condominiums and ground-oriented multi-family developments. Mixed use developments containing commercial and residential uses in one building/development are encouraged in the City Centre.

13.4.6 Improve housing affordability

Policies in Section 7.0 (Our Housing) of this OCP support the development of a range of housing choices along the housing continuum to accommodate the needs of all incomes and ages in all parts of the community, including affordable housing.

In addition to the types of homes available, secondary suites will be permitted in all parts of the community thus increasing the stock of affordable housing options in the City.

Options for the location of secondary suites, including within the primary dwelling, within a single-storey backyard garden suite or within a two-storey carriage suite above a detached garage, will provide flexible choices for homeowners wishing to establish a mortgage helper or accommodate inter-generational living on one property, as well as aging in place.

Langford's polices align with the CRD's 2038 targets in the RGS and will work towards an overall increase in the supply of affordable housing.

Transportation

13.4.7 Increase transportation choice

The City will endeavor to reduce outbound commuting by encouraging an increased supply of housing and work opportunities in identified nodes, allowing people to live, work, and play locally.

The OCP, particularly Section 8 (Our Multi-Modal Transportation System), identifies a rich multi-modal transportation network that will guide choices about street design that is integrated with regional transportation systems. The multi-modal network includes infrastructure for public transit, accommodating a bus rapid transit connection to downtown Victoria, planning long term for rail-based commuter rail service along the E & N Rail corridor, as well as encouraging the creation of pedestrian and bicycle linkages throughout the community.

This network will link centres, extend into surrounding neighbourhoods and connect to and through the E&N rail corridor and the Galloping Goose Regional Trail. Centres are based on 5- or 10-minute walksheds (400 & 800m) as a means to focus uses and the intensity of development in such a way that it encourages greater walkability.

A long-term plan for a more finely-grained City Centre road network is also indicated in Section 8.0 of this OCP.

Improvements in pedestrian and cycling infrastructure as well as more intensive infill development in Langford's core will help the CRD meet the 2038 target in the RGS with respect to the percentage of trips being made by walking, cycling or transit.

Economic Development

13.4.8 Realize the Region's Economic Potential

The RGS goal of strengthening the regional economy is supported by Section 10 (Our Local Economy and Jobs) of this OCP. The OCP is supportive of development which provides for a variety of economic uses that add to the interesting and dynamic fabric of the community. A diverse range of economic advancement opportunities are present in the City, from home-based businesses to large scale retail, wholesale commercial and business park/industrial areas.

An important objective of this OCP is to provide suitable land areas for commercial and business activities to provide local job opportunities and strengthen the City's tax base. This Section contains further Policies regarding establishing Langford and the West Shore as a regional recreation and sport tourism destination.

Policies in Langford's OCP will help meet the 2038 RGS target of a 0.36 jobs/population ratio in the West Shore.

Food Systems

13.4.9 Foster a Resilient Food and Agriculture System

Policies in Sec. 11 of this OCP (Our Food System) align with the policies and objectives of the RGS, and by encouraging the active farming of agricultural lands Langford will help the CRD meet the 2038 targets with respect to food systems.

Climate Action

13.4.10 Significantly Reduce Community Based Greenhouse Gas Emissions

Policies in Sec. 2 of this OCP (Our Sustainability Goals) align with the policies and objectives of the RGS.

Section 3.0 (Our Sustainable City) of this OCP includes detailed policies for each land use designation that focuses on supporting a nodal pattern of development, transit supportive development and infill development.

Langford will continue to work closely with its regional partners in an effort to meet the 2038 targets within the RGS"

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Staff Report to Council

Date:	**June 8, 2020**
Department:	**Planning**
Application No.:	**OCP19-0007 and Z19-0028**
Subject:	**Bylaw Nos. 1887 and 1888 – Bylaws to amend the zoning of 4342 West Shore Parkway from the RS4 (Residential Small Lot 4) Zone and 1324 Langshire Parkway from the RR4 (Rural Residential 4) to the BP2A (Business Park – Sooke Road West) as well as to amend the OCP designation of both properties from the Hillside or Shoreline designation to the Business or Light Industrial designation to allow for business park type uses to be developed on the property.**

At the Regular Meeting of Council on March 2, 2020 Council gave the Bylaws First Reading with the following Committee resolution with respect to the properties at 4342 West Shore Parkway and 1336 Langshire Road. This resolution has been amended to the following:

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

1. *Proceed with consideration of first reading of Bylaw No. 1887 to amend the policy designation for the property at 4342 West Shore Parkway and 1324 Langshire Road from the Hillside or Shoreline Policy designation to the Business or Light Industrial Policy designation within Langford's Official Community Plan;*

2. *Proceed with consideration of first reading of Bylaw No.1888 to remove "Gravel and Aggregate Processing and sale", as an allowable use within the BP2A (Business Park – Sooke Road West) Zone; and*

3. *Proceed with consideration of first reading of Bylaw No. 1888 to rezone the property at 1324 Langshire Road from the RR4 (Rural Residential 4), Zone and to rezone the property at 4342*

West Shore Parkway from the from the RS4, (Residential Small Lot 4) Zone to the BP2A (Business Park – Sooke Road West) Zone subject to the following terms and conditions:

a. *That the applicant provides, **prior to Public Hearing**, the following:*

    i. *A technical memo from an engineer that verifies storm water can be adequately managed on-site for the proposed developments, to the satisfaction of the Director of Engineering; COMPLETED*

b. *That the applicant provides, **prior to Bylaw Adoption,** a Section 219 covenant, registered in priority of all other charges on title of each property, that agrees to the following:*

    i. *That, for the property located at 1324 Langshire Road, the developer agrees to install, or bond for, all required frontage improvements along Langshire Road to Bylaw No. 1000 standards, including the installation of road edge paved parking and streetlights, to the satisfaction of the Director of Engineering, prior to subdivision approval or the issuance of a building permit, whichever is first;*
    ii. *That, for the property located at 1324 Langshire Road the developer agrees to build out Langshire Road to the full width and extent along the subject property's frontage, to the satisfaction of the Director of Engineering and to the standards of Bylaw No.100;*
    iii. *That the applicant will submit frontage drawings, within 1 month of formal written request from the City of Langford, to the satisfaction of the Director of Engineering;*
    iv. *That the developer agrees to register road dedication, within 2 months of formal written request from the City of Langford, to the satisfaction of the Director of Engineering;*
    v. *That the developer agrees that until road dedication is registered, to the satisfaction of the Director of Engineering, will be no approval of subdivision or issuance of a building permit to develop the subject property;*
    vi. *That the developer will connect and be responsible for any upgrades, connections and installation of services and utilities required to support the proposed development, to the standards of Bylaw No. 1000 and to the satisfaction of the Director of Engineering and that as far as water servicing, costs may be shared between developers of the properties being serviced.*
    vii. *That a formal storm water management is submitted and implemented prior to issuance of a building permit or subdivision approval, whichever is first, as per Bylaw 1000, all to the satisfaction of the Director of Engineering;*
    viii. *That a construction parking and traffic management plan, prepared to the satisfaction of the Director of Engineering, be provided prior to the issuance of a building permit;*
    ix. *That the developer submits the Fire Underwriters Survey (FUS) calculations prior to the issuance of a development permit to develop the property, and acknowledges that these calculations may determine different setbacks than what is prescribed in the zone or from what has been granted through variances;*
    x. *That the developer agrees that all rock extraction and rock crushing will not be permitted on the subject properties;*

xi. That the developer agrees that rock extraction and rock crushing on the subject properties will only be permitted for a span of two years, commencing on a date agreed to, in writing, by the Director of Engineering; and

xii. That the developer agrees that rock extraction and rock crushing on the subject properties will only be permitted between specified times to the discretion of the Director of Engineering.

COMMENTS

The developer requested amendments to the conditions of the Section 219 to allow for greater certainty as to the extent of road dedication that may required. After reviewing the frontage drawings prepared for the adjacent property, the City Engineer agreed with the following amendments to the Section 219, resulting in the following amendments to item b) iv. of the Section 219 conditions requested by Council:

b iv.

That the developer agrees to dedicate road to the City, to the satisfaction of the Director of Engineering, within thirty days of formal written notice from the City of Langford, as follows:

a) If the existing Langshire Road right of way is not sufficient to accommodate frontage improvements by Bylaw No. 1000 Standards, the amount of road required to contain the frontage improvements within the road right of way shall be dedicated; and

b) If the Director of Engineering determines a left-hand turn lane is required to accommodate the density proposed on the Lands, a 3.3 m wide portion of Lands adjoining Langshire Road shall be dedicated;

The developer has completed the conditions of Council's resolution and has undertaken to register a Section 219 Covenant, securing items i through xii., in accordance with Council's resolution passed on March 2nd, 2020. Council may wish to proceed with fourth and final reading of Bylaws Nos. 1887 and 1888. If Council wishes to include additional conditions prior to giving fourth reading to the Bylaws they may wish to do so now.

Bylaw No. 1888 was signed by the Minister of Transportation on the 3rd day of June, 2020.

OPTIONS

That Council:

1. Adopt Bylaw Nos. 1887 and 1888.

2. Take no action at this time with respect to Bylaw Nos. 1887 and 1888

Respectfully Submitted,

Submitted by:	Lauren Mattiussi, MCIP, RPP, Planner 2
Concurrence:	Matthew Baldwin, MCIP, RPP Director of Planning
Concurrence:	Adriana Proton, Manager of Legislative Services
Concurrence:	Chris Aubrey, Fire Chief
Concurrence:	Lorne Fletcher, Manager of Community Safety and Municipal Enforcement
Concurrence:	Cory Manton, Manager of Parks and Recreation
Concurrence:	Michelle Mahovlich, P.Eng, P.Geo, Director of Engineering
Concurrence:	Leah Stohmann, MCIP, RPP, Deputy Director of Planning
Concurrence:	Michael Dillabaugh, CPA, CA, Director of Finance
Concurrence:	Braden Hutchins, Director of Corporate Services
Concurrence:	Darren Kiedyk, Chief Administrative Officer

:lhm

CITY OF LANGFORD
BYLAW NO. 1887

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 deleting from the Hillsdie or Shoreline designation and adding to the Business or Light Industrial Centre designation the property legally described as Lot 3 SECTION 87 Metchosin District Plan In Part EPP74393, PID 001-138-146 (1324 Langshire Road) and Lot 1 Section 87 Metchosin District Plan EPP74393, PID 030-643-236 (4342 West Shore Parkway) and shown shaded on Plan No. 1 attached to and forming part of this Bylaw;

B. This Bylaw may be cited for all purposes as "Langford Official Community Plan Bylaw, Amendment No. 35, (4342 West Shore Pkwy and 1324 Langshire Rd), Bylaw No. 1887, 2020".

READ A FIRST TIME this 2nd day of March, 2020.

PUBLIC HEARING held this 25th day of May, 2020.

READ A SECOND TIME this 1st day of June, 2020.

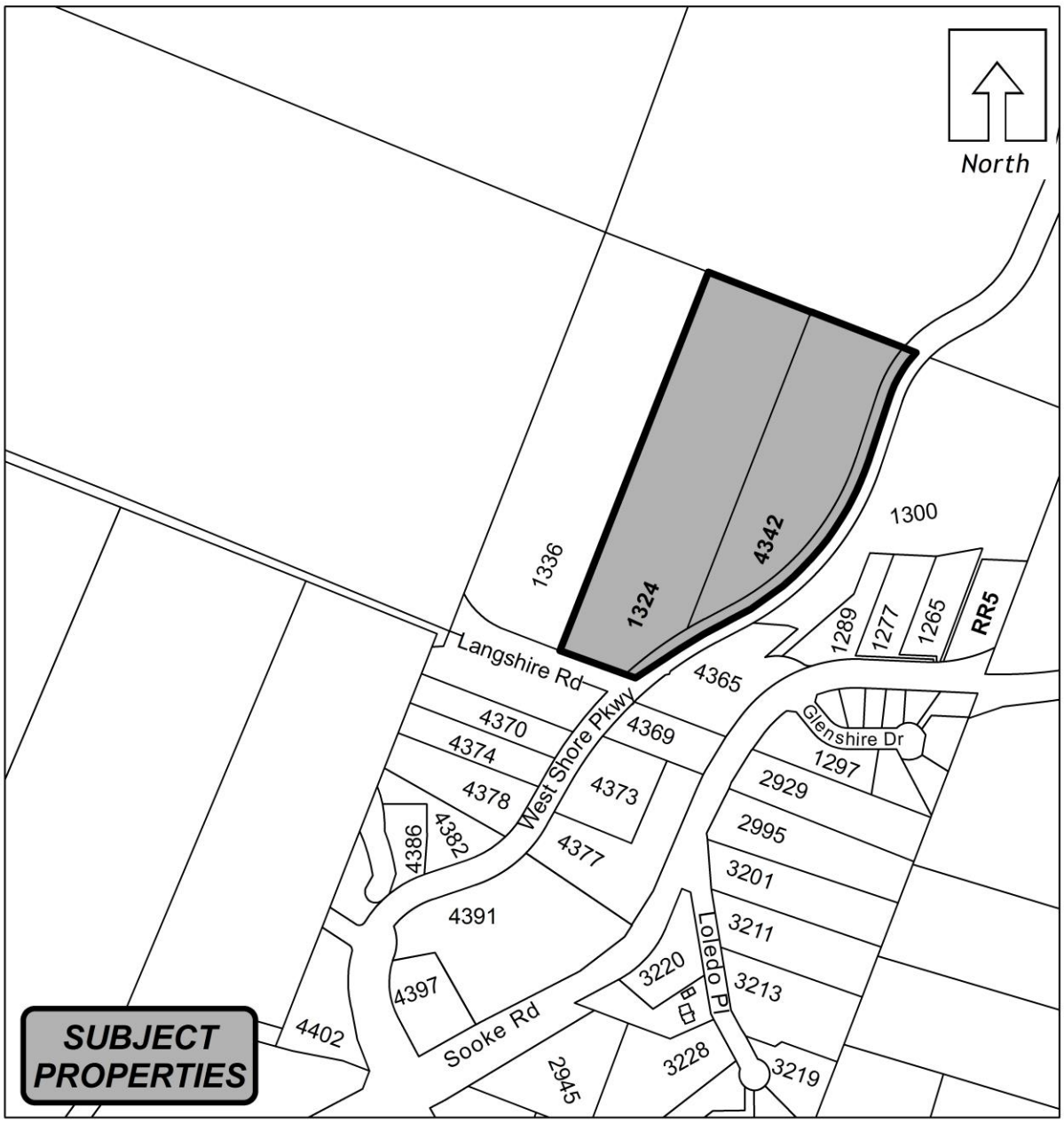
READ A THIRD TIME this 1st day of June, 2020.

ADOPTED this day of , 2020.

MAYOR

(Certified Correct)
CORPORATE OFFICER

Schedule A



Document Name: Bylaw_1887

I HEREBY CERTIFY THIS TO BE A TRUE COPY
OF PLAN No. 1 AS DESCRIBED
IN SECTION A1 OF BYLAW No. 1887

_____
MAYOR

ADOPTION: _____

_____
CORPORATE OFFICER

Scale: N.T.S.

Last Revised: 2/11/2020

CITY OF LANGFORD
BYLAW NO. 1888

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 the following text within Subsection 6.63A.01:

   "(18) Gravel and aggregate processing and sale;"

2. By deleting from the RS4 (Residential Small Lot 4) Zone and adding to the BP2A (Business Park 2A) Zone the property legally described as Lot 1, Section 87, Metchosin District Plan EPP77125, PID No. 030-643-236 (4342 West Shore Pkwy) in the portions as shown shaded on Plan No. 1 attached to and forming part of this Bylaw.

3. By deleting from the RR4 (Rural Residential 4) Zone and adding to the BP2A (Business Park 2A) Zone, the property legally described as LOT 3 Section 87 Metchosin District Plan EPP74393, PID No. 001-138-146 (1324 Langshire Road)

B. This Bylaw may be cited for all purposes as "Langford Zoning Bylaw, Amendment No. 584, (4342 West Shore Pkwy and 1324 Langshire Rd), Bylaw No. 1888, 2020".

READ A FIRST TIME this 2nd day of March, 2020.

PUBLIC HEARING held this 25th day of May, 2020.

READ A SECOND TIME this 1st day of June, 2020.

READ A THIRD TIME this 1st day of June, 2020.

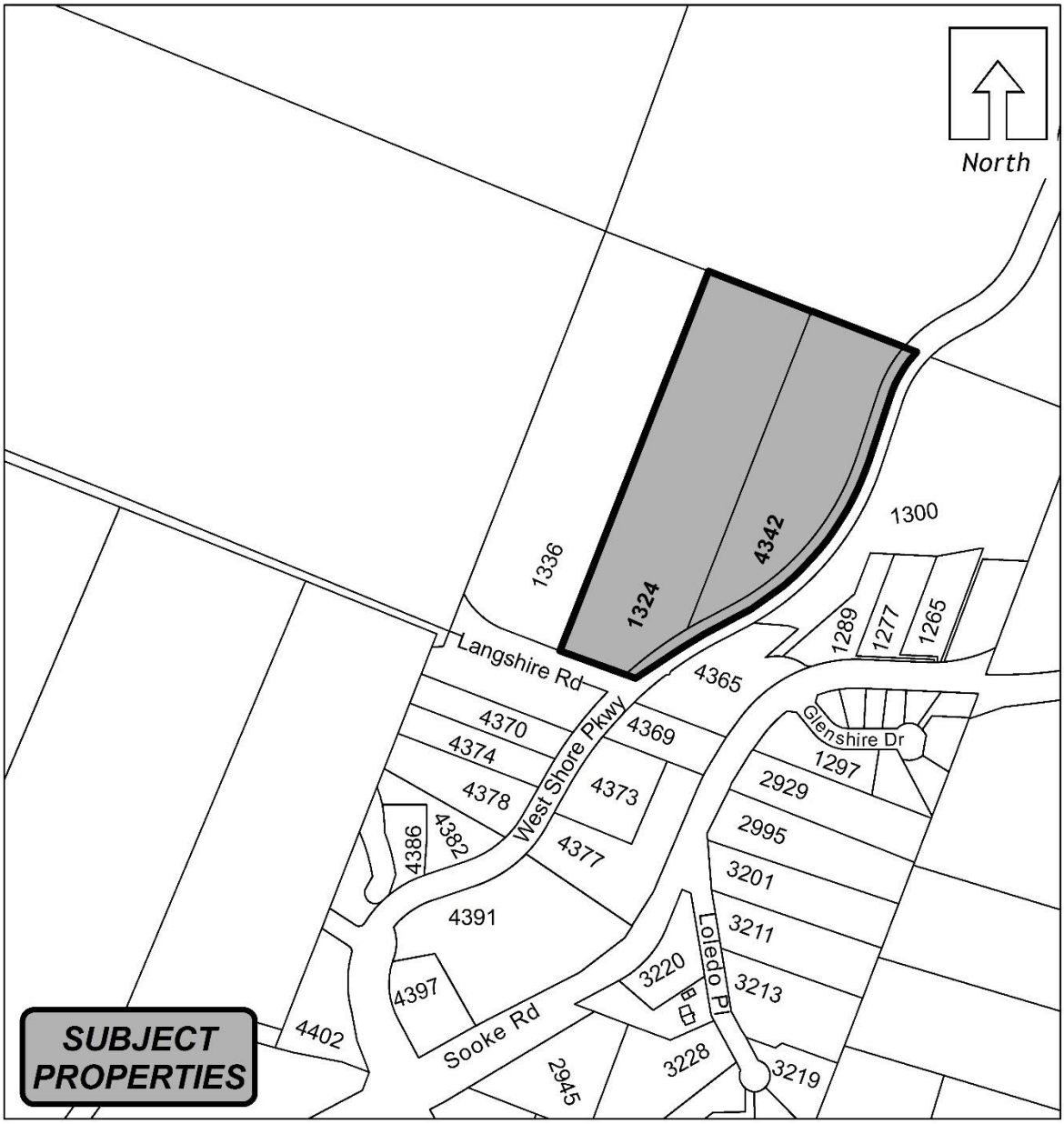
APPROVED BY THE MINISTRY OF TRANSPORTATION THIS 3rd day of June, 2020.

ADOPTED this of, 2020.

MAYOR

(Certified Correct)
CORPORATE OFFICER

Schedule A



Document Name: Bylaw_1888

I HEREBY CERTIFY THIS TO BE A TRUE COPY
OF PLAN No. 1 AS DESCRIBED
IN SECTION A1 OF BYLAW No. 1888

_____
MAYOR

ADOPTION: _____

_____
CORPORATE OFFICER

Scale: N.T.S.

Last Revised: 2/11/2020

City of Langford
www.cityoflangford.ca

Staff Report

to

Council

Date: June 8, 2020

Department: **Land Development**

Subject: Road Closure Bylaw No. 1891, 2895 West Shore Parkway, Mainroad Properties

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Background
On June 8th, 2017 Council passed the following resolution:

That Council:

1. Direct the Director of Corporate Services to enter into an agreement with Mainroad Properties (Langford) to sell the subject lands for $25,000 provided that Mainroad Properties (Langford) agrees to pay for the survey, legal fees, and closing costs, subject to the following conditions:

    a) That Mainroad Properties (Langford) apply for a Development Variance Permit to address their front lot line setback. Staff may waive the fee for this application;
    b) That Staff prepare a road closure bylaw in conjunction with Mainroad Properties (Langford)'s Development Variance Permit application;

2. Direct Staff to prepare an omnibus to rezone the area of sale from CD1 Area 4 to CD1 Area 1.

Commentary
Staff have worked with the owner to complete the Development Variance Permit and Land Exchange Agreement and is now bringing forward the Road Closure Bylaw 1891, attached as Schedule A, for Council's consideration to give 1st, 2nd and 3rd reading.

Financial Implications
Mainroad Properties is responsible for the legal and surveying costs incurred during this process and will pay the City $25,000.00 for the portion of closed road in accordance with the resolution.

Legal Implications
There are no known legal implications with the sale and disposition of this portion of Road. Notifications will be placed in a local newspaper as required through provincial legislation.

Options

That Council:

1. Give Road Closure Bylaw No. 1891 1st, 2nd, and 3rd readings;

OR

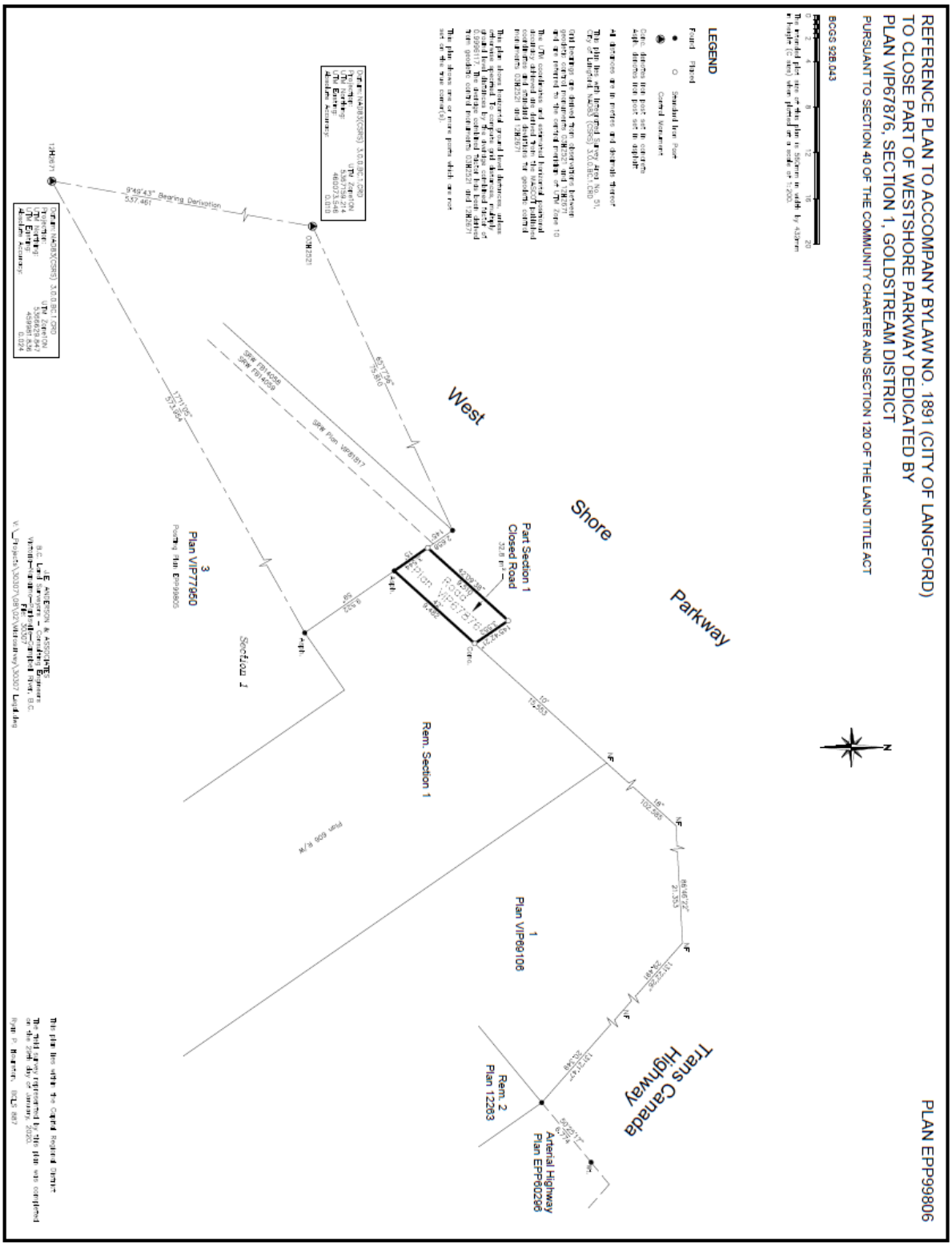
2. Take no action at this time with respect to this Road Closure Bylaw No. 1891.

Respectfully submitted,

Submitted by:	Daryl Minifie, AScT Senior Land Development Technologist
Concurrence:	Adriana Proton, Manager of Legislative Services
Concurrence:	Matthew Baldwin, MCIP, RPP Director of Planning
Concurrence:	Chris Aubrey, Fire Chief
Concurrence:	Lorne Fletcher, Manager of Community Safety and Municipal Enforcement
Concurrence:	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

:dm

Schedule A: Road Closure Plan



CITY OF LANGFORD
ROAD CLOSURE BYLAW NO. 1891, 2020

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 32.8m^2 (353ft^2), which was dedicated as highway by Plan VIP67876, shown outlined in a bold black line on the reference plan prepared by Ryan Hourston, BCLS, on a reduced copy of which is attached hereto (the "Road Closure Plan");

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

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

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

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

   (the "Road Closure Plan").

2. The City hereby authorizes the closure to traffic and removal of highway dedication of:

   the 0.003 hectares of highway, which was dedicated as highway by Plan VIP67876, labelled "Road to be Closed Area on the Road Closure Plan

   (the "Closed Road").

3. On deposit of the Road Closure Plan and all other documentation for the closure of the Closed Road in the Victoria Land Title Office, the Closed Road is closed to public traffic, it shall cease to be public highway, and its dedication as a highway is cancelled.

4. The Mayor and the Chief Administrative Officer of the City are authorized to execute all deeds of land, plans and other documentation necessary to affect this road closure and disposition.

5. This Bylaw may be cited as “Road Closure Bylaw No. 1891 (2895 West Shore Parkway), 2020”.

READ A FIRST TIME this ___ day of June, 2020.

READ A SECOND TIME this ___ day of June, 2020.

READ A THIRD TIME this ___ day of June, 2020.

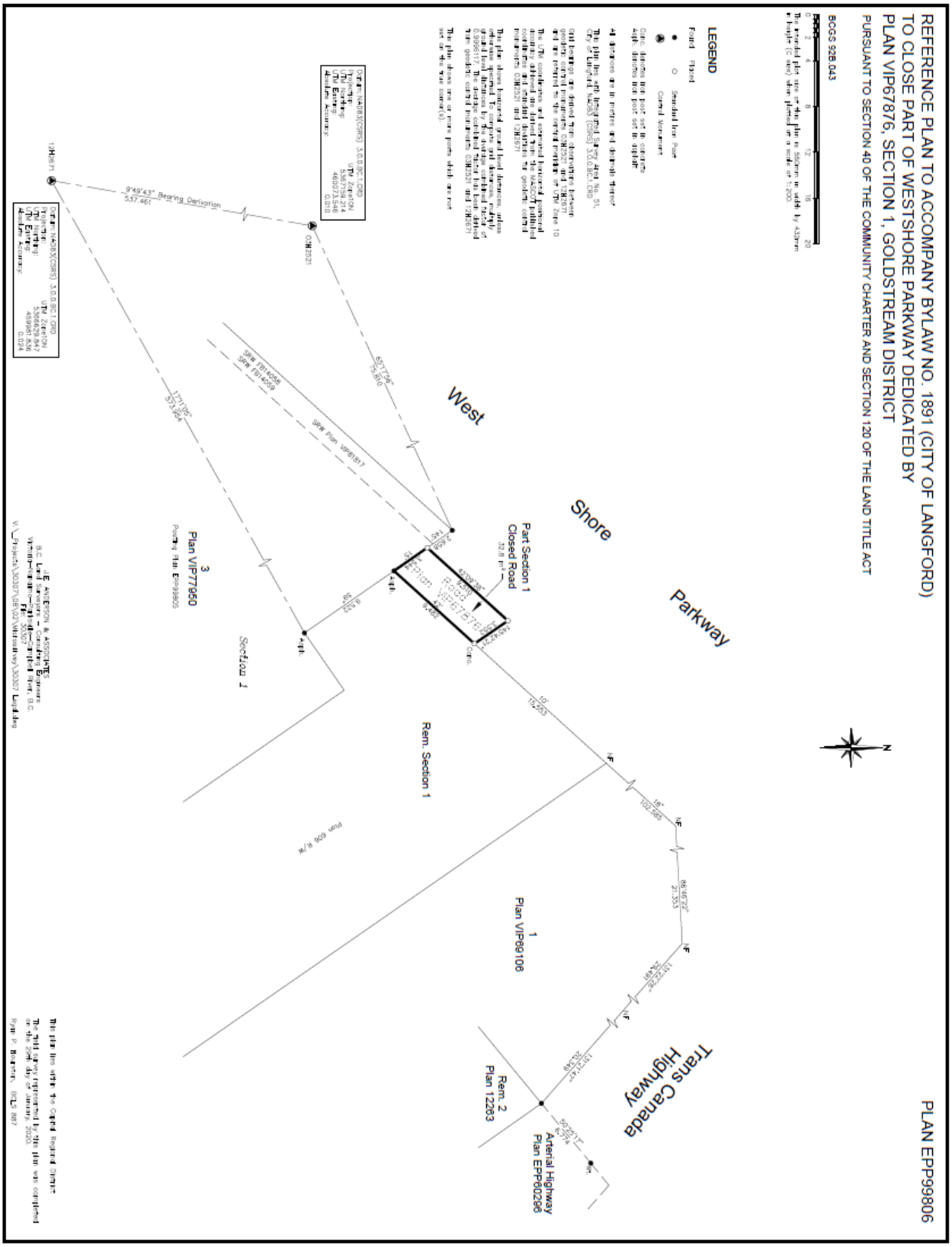
APPROVED BY THE MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE THIS ___ DAY OF JUNE, 2020.

ADOPTED this ___ day of June, 2020.

MAYOR

(Certified Correct)
CHIEF ADMINISTRATIVE OFFICER

SCHEDULE "A" – Road Closure Plan



City of Langford
www.cityoflangford.ca

Staff Report

to

Council

Date: June 8, 2020

Department: **Land Development**

Subject: **Bylaw Nos. 1900, 1901, 1902 – Planning, Subdivision, and Building Application Fee Adjustments**

Background
At their Regular Meeting held May 19th, 2020, Council adopted Bylaw No. 1895 to approve the 2020 Tax Rate, which includes an increase of 1.9%.

Commentary
As has occurred in previous years, staff have prepared bylaws to amend the Planning, Subdivision, and Building related fees commensurate with the general tax increase. As such, Bylaw No. 1900 has been drafted to adjust the following fees by 1.9%.

- 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; and
- Board of Variance applications.

Bylaw No. 1901 includes a 1.9% fee adjustment to Subdivision related fees.

Bylaw No. 1902 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. 1900; and
2. Give first, second, and third reading to Bylaw No. 1901; and
3. Give first, second, and third reading to Bylaw No. 1902;

OR

4. Take no action at this time with respect to adjusting application fees.

Respectfully submitted,

Submitted by:	Trina Cruikshank, Assistant, Land Development
Concurrence:	Adriana Proton, Manager of Legislative Services
Concurrence:	Matthew Baldwin, MCIP, RPP Director of Planning
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

:tlc

CITY OF LANGFORD
BYLAW NO. 1900

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	$2,338	nil	**$2,338**
All Land Uses <1000m^2 of site area	$3,270	$2,570	**$5,840**
All Land Uses 1001m^2 – 8094m^2 (2ac) of site area	$6,775	$2,570	**$9,345**
All Land Uses >8094m^2 – 40,467m^2 (10ac)	$9,695	$2,570	**$12,265**
All Land Uses >40,467m^2 (10ac)	$12,032	$2,570	**$14,602**
Zoning Amendment Fees			
Application Type	**Base Fee**	**Public Hearing**	**Combined Fee**
Text amendment only, under existing zoning for changes to Density Bonusing provisions	$1053	$2,570*	**$3,623**
Text Amendment only under existing zoning for changes to not more than two (2) aspects of the Zoning Bylaw, other than Density Bonus provisions	$2,101	$2,570*	**$4,634**
All Land Uses <1000m^2 of site area	$3,270	$2,570*	**$5,840**
All Land Uses 1001m^2 – 8094m^2 (2ac) of site area	$6,755	$2,570*	**$9,345**
All Land Uses >8094m^2 – 40,467m^2 (10ac)	$9,695	$2,570*	**$12,265**
All Land Uses >40,467m^2 (10ac)	$11,808	$2,570*	**$14,602**

*Fee reduced to $2,086 if public hearing waived

**Add $2,281 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.		**$292**
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;		**$583**
Two-Family Residential (Duplex) - compliant with Design Guidelines and which may or may not include Interface Fire Hazard Development Permit Area;*		**$934**
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;**		**$2,395**
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;	**$583**
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;	**$2,101**
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;	**$4,440**
4,501-25,000m^2 of site area within a defined development permit area	13-49 residential units; **and/or** 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;	**$6,775**
>25,000m^2 of DP site area	50+ residential units; **and/or** 4501 m^2+ of new Com/Ind/Bus Park GFA	**$10,098**

*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%	**$233**
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)	**$1,459 in addition to above fees**
Development Permit Issued by Council with Variances (other than duplex)	**$1,459 in addition to the above fees**
Letter of Exemption from the Requirements of a Development Permit	**$117**
Other Fees	
Board of Variance	**$729**
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).	**$654**

Development Variance Permit Fees	
Application Fee	**$1,459**

Temporary Use Permit Fees	
Application Fee	**$2,045**
Renewal Fee	**$292**

"

2. This Bylaw may be cited for all purposes as "City of Langford Development Procedures, Amendment Bylaw No. 19, 2020, Bylaw No. 1900".

READ A FIRST TIME this __ day of June, 2020.

READ A SECOND TIME this __ day of June, 2020.

READ A THIRD TIME this __ day of June, 2020.

ADOPTED this __ day of June, 2020.

_____ _____

MAYOR (Certified Correct)
CORPORATE OFFICER

CITY OF LANGFORD
BYLAW NO. 1901

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. 20 (Fee Schedule), Bylaw No. 1901".

READ A FIRST TIME this __ day of June, 2020.

READ A SECOND TIME this __ day of June, 2020.

READ A THIRD TIME this __ day of June, 2020.

ADOPTED this __ day of June, 2020.

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)	$510	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)	$611	Plus, per new lot created: • $500 for Commercial or Industrial
1.3.1	Boundary Adjustment	$856	Plus $255 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)	$856	
1.5.1	Extension of a Statement of Conditions	$306	12-month extension
1.5.1	Signature Expiration (or re-signature)	$117	
1.6	Approval of a Phased Strata Plan; or amendment of Phased Strata Plan (due upon Form P submission)	$571	$510 Per phase
1.7.1	Strata-Title Conversion Residential Compliant	$856	
1.7.1	Strata-Title Conversion Residential Non-Compliant	$2344	
1.7.1	Strata-Title Conversion Commercial/Multi Family/ Industrial Compliant	$1702	
1.7.1	Strata-Title Conversion Commercial/Multi Family/ Industrial Non-Compliant	$3403	
1.8.1	Air Space Parcel	$611	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	$153	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	$611	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)	$800	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	$510	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. 1902

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 13, 2020, Bylaw No. 1850".

READ A FIRST TIME this ___ day of June, 2020.

READ A SECOND TIME this ___ day of June, 2020.

READ A THIRD TIME this ___ day of June, 2020.

FINALLY PASSED AND ADOPTED this ___ day of June, 2020.

_____ _____

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 **$56.70**. 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 **$56.70** 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: **$56.70**

   (b) For permits in excess of $1,000.00, the fees shall be **$56.70** for the first thousand, plus **$11.33** per thousand or part for the next $99,000.00, plus **$9.09** per thousand, or part thereof, for the next $900,000, plus **$4.54** per thousand, or part thereof, for the next $14,000,000, plus **$2.29** per thousand or part thereof for all values in excess of $15,000,000

   (c) For extension of permit: **$56.70**

   (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: **$110.20**
      (2) For permits with a construction value more than $200,000: **$1,102.06**

(e) Revision fees

(1) For permits with a construction value of $500,000 or less: **$56.70**
(2) For permts with a construction value of more than $500,000: **$113.40**

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: **$56.70** 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 **$113.40**.

C. SCALE OF FEES - PLUMBING PERMITS

1. Plumbing Fixtures

(a) For each fixture	$17.12
(b) For any alteration or replacement not involving installation of a fixture	$28.34
(c) For each internal roof leader	$11.33
(d) Hydronic heating system	$56.70

2. Sewer Connections

(a) House storm drain	$28.34
(b) House sanitary sewer	$28.34
(c) House sanitary sewer and removal or de-commission of septic tank	$56.70
(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)	$28.34
(e) Manholes, catch-basins or interceptors	$56.70
(f) Pumping stations	$56.70

3.	Fire Protection Equipment	
	(a) Sprinkler system 1 to 8 sprinkler heads	$34.01
	(b) Each additional 20 sprinkler heads	$22.67
	(c) Standpipe hose outlets	$22.67
	(d) Fire Hydrants	$22.67
4.	Hot Water Storage Tank	$17.12
5.	Residential Irrigation System	$34.01
6.	Commercial Irrigation System	$113.40
7.	Floor drain for hot water tank	$17.12
8.	Water and drain connections for a swimming pool (each)	$17.12
9.	Minimum plumbing permit fee	$17.12
10.	Water service connection to property line	$28.34

D. SCALE OF FEES - CHIMNEY, FIREPLACE AND SOLID FUEL BURNING APPLIANCE PERMITS AND OIL BURNING EQUIPMENT

1.	Chimney	$28.34
2.	Fireplace Including Chimney	$45.47
3.	Unused Solid fuel burning stove, range, furnace, boiler, or space heating appliance (existing chimney)	$28.34
4.	Unused Solid fuel burning stove, range, furnace, boiler or space heating appliance (new Chimney)	$45.47
5.	Installation or replacement of a residential oil burning furnace	$28.34
6.	Removal and/or replacement of a residential oil supply tank	$28.34
7.	Installation or replacement hydronic heating boiler	$28.34

CITY OF LANGFORD

BYLAW NO. 1906

A bylaw to authorize the McCallum Road DCC Agreement for Project Number 6

The City of Langford in open meeting hereby enacts as follows:

Citation

1. This bylaw may be cited for all purposes as "McCallum Road DCC Agreement (Project Number 6) Approval Bylaw No. 1906, 2020".

Agreement and DCC payment Approval

2. The City is authorized to enter the agreement attached as Schedule "A" of this bylaw and to pay out of the City's development cost charge reserve fund established for road purposes all payments required by the City to be made under that agreement.

READ a first time this 1st day of June, 2020

READ a second time this 1st day of June, 2020

READ a third time this 1st day of June, 2020

ADOPTED this ____ day of _____, 2020

Mayor

Corporate Officer

Schedule A of Bylaw No. 1906

MCCALLUM ROAD DCC AGREEMENT (PROJECT NUMBER 6)

THIS AGREEMENT is

BETWEEN:

1054105 B.C. Ltd. (Inc. No. BC1054105)
303 – 1788 West 5th Avenue
Vancouver, B.C. V6J IP2

(the "**Owner"**)

AND:

CITY OF LANGFORD
2ND floor, 877 Goldstream Avenue
Langford, B.C. V9B 2X8

(the "**City**")

WHEREAS:

A. The Owner is the registered owner in fee simple of the lands legally described as:

PID: 030-760-691
Lot A Sections 112 and 112A Esquimalt District Plan EPP88774

PID: 030-760-704
Lot B Sections 112 and 112A Esquimalt District Plan EPP 88774

PID: 030-760-712
Lot C Sections 112A Esquimalt District Plan EPP 88774

PID: 030-760-747
Lot F Section 112A Esquimalt District Plan EPP88774

PID: 030-760-755
Lot G Sections 112 and 112A Esquimalt District Plan EPP88774

PID: 030-760-763
Lot H Sections 112 and 112A Esquimalt District Plan EPP88774

(the "Lands");

B. On February 18, 2018, the City amended its official community plan by bylaw number 1461 and its zoning bylaw by bylaw number 1749 to facilitate development of the Lands and as a

condition of adoption of the amendment bylaws the Owner granted the City a covenant which was registered against the Lands under section 219 of the *Land Title Act* under number CA6644295;

C. Covenant number CA6644295 restricted the use or development of the Lands until the Owner constructed specified works and services, including the road project defined below as the "McCallum Road DCC Project";

D. Covenant number CA6644295 has since been discharged from the Lands and replaced by Covenant number CA7459516, which restricts the use or development of the Lands until the Owner has either constructed specified works and services, including the McCallum Road DCC Project, or entered a servicing agreement with the City to do so; and

E. The City wishes to make this agreement regarding development cost charge offsets and payments in order to provide incentive to the Owner to complete the McCallum Road DCC Project as soon as possible;

NOW THEREFORE, in consideration of the terms and conditions set out below and other good and valuable consideration, the receipt and sufficiency of which the parties acknowledge, the parties agree as follows:

Interpretation

1. In this Agreement,
   (a) "Associated Lands" means the lands legally described as PID 030-760-721 Lot D Section 112A Esquimalt District Plan EPP88774 and the lands legally described as PID 030-760-739 Lot E Section 112A Esquimalt District Plan EPP88774;

   (b) "Cost Recovery Limit" means $6,945,934, which is equal to the portion of the cost of the McCallum Road DCC Project that is included in the calculations used to determine development cost charges imposed by the City for roads;

   (c) "DCC Credit Policy" means the City's road and storm drainage DCC credit policy adopted by resolution as Amendment No. 2 June 2016;

   (d) "DCC Payment" means a payment made to the Owner in respect of the McCallum Road DCC Project under section 4;

   (e) "McCallum Road DCC Project" means all work necessary to complete the project referred to as McCallum Project Number 6 (Millstream to Citation) in Schedule "C" of City of Langford Development Cost Charge Bylaw No. 1700, 2017;

   (f) "Owner's DCC Credit" means the offset that will be available to, or that has been provided to, the Owner in respect of the McCallum Road DCC Project under subsection 565 (1) or (2) of the *Local Government Act*;

(g) "Professional Engineer of Record" means a member in good standing of the Association of Professional Engineers & Geoscientists of British Columbia who has provided to the City a letter of engagement confirming that they have been engaged by the Owner or its agent for the McCallum Road DCC Project; and

(h) "Transferred DCC Credit" means an Owner's DCC Credit that has been transferred to another person in accordance with section 8 or 9 of the DCC Credit Policy.

Condition

2. The City's obligation to make payments under this Agreement arises only after the McCallum Road DCC Project is substantially completed by the Owner and only if the McCallum Road DCC Project is substantially completed by the Owner within the term of the Agreement. For the purpose of this Agreement, the McCallum Road DCC Project is substantially completed when the City issues a certificate of substantial completion for the project to the Owner.

Term

3. This Agreement commences on the date it is fully executed and ends on the earlier of
   (a) the date that is fifteen years after the date on which it is fully executed, and

   (b) the date the total of

      (i) all Owner's DCC Credits that have been used by the Owner to offset development cost charge payments, plus

      (ii) all Transferred DCC Credits,

      (iii) all payments made by the City to the Owner under section 4, plus

      (iv) all payments made to a person to whom the Owner has assigned its right to payments under section 4

      reaches the Cost Recovery Limit.

Payments to the Owner

4. Subject to section 5, on or before December 31 of the year in which the McCallum Road DCC Project is substantially completed by the Owner, and on or before December 31 of each subsequent year of the term of this Agreement, including December 31, 2035, the City shall pay to the Owner all development cost charges for roads received by the City in connection with the subdivision or development of the Lands, the Associated Lands or other lands in the City of Langford owned by the Owner or an affiliate (as that term in defined in the *Business Corporations Act* (British Columbia)) of the Owner during the portion of the term of this Agreement preceding that December 31, less the amount previously paid to the Owner under

this section. The obligation to make the final payment required by this section survives the termination of the Agreement.

5. The City is not required to make any payment under section 4 that would cause the total of all amounts referred to in section 3 (b) to exceed the Cost Recovery Limit.

Reduction of Owner's DCC Credits

6. The Owner's DCC Credits are reduced by the amount of any Transferred DCC Credits and any payments made to the Owner or to a person to whom the Owner has assigned its right to payments under this Agreement.

Interest

7. No interest is payable by the City in respect of road development cost charges collected by the City and payable to the Owner under section 4, including for the period from the time they are collected by the City until the time they are paid to the Owner under section 4.

City's Obligation Limited to Collected Amounts

8. The City's obligation to make payments under section 4 is limited to amounts actually received by the City from owners of the Lands and the Associated Lands and the City has the sole discretion, without liability to the Owner, to determine the amounts of development cost charges payable to the City by owners of the Lands and Associated Lands, including by determining whether any reductions or exemptions are applicable in any case.

Assignment of Right to Payments Under Section 4

9. The Owner may assign the Owner's right to payments under section 4 to another person or persons by giving written notice to the City in accordance with section 36 of the *Law and Equity Act* that it is assigning absolutely to that person or persons its right to payments under section 4. A person to whom an assignment is made under this section takes the assignment subject to all conditions and restrictions that would have been applicable to the Owner's right to such payments under this Agreement in the absence of the assignment.

Notices

10. Any notice to be given under this Agreement shall be in writing and may be delivered personally or sent by prepaid registered mail. The addresses of the parties for the purpose of notice shall be the addresses set out in this Agreement. A party may at any time give notice in writing to the other party of any change of address for the purpose of this Agreement.

Amendment or Waiver

11. No amendment to or waiver of any part of this Agreement is valid unless in writing and executed by the parties.

Entire Agreement

12. This Agreement is the entire agreement among the parties respecting development cost charges in relation to the McCallum Road DCC Project and the Owner agrees that the City has not made any other representations or warranties respecting any entitlement to development cost charge credits or payments in relation to that project.

City's Powers Preserved

13. Nothing in this Agreement fetters the legislative powers of the City.

Applicable Law

14. The laws of British Columbia govern the interpretation and enforcement of this Agreement and the parties accept the jurisdiction of the courts of British Columbia in relation to such matters.

IN WITNESS WHEREOF the parties have executed this Agreement as of the day and year written below.

1054105 B.C. Ltd. by its authorized

Signatories: Name:

_____ _____

Date: _____

City of Langford by its authorized

Signatories: Mayor:

_____ _____

Corporate Officer:

_____

Date: _____

CITY OF LANGFORD
BYLAW NO. 1915

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

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

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

1. By deleting from the R2 (One- and Two-Family Residential) Zone and adding to RS3 (Residential Small Lot 3) Zone the property legally described as LOT 6, SECTION 84, ESQUIMALT DISTRICT, PLAN 10597, PID No. 005-086-388 (979 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 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	1915	LOT 6, SECTION 84, ESQUIMALT DISTRICT, PLAN 10597, PID No. 005-086-388 (979 Walfred Rd)	a) $3,960 per lot towards the General Amenity Reserve Fund b) $660 per lot towards the Affordable Housing Reserve	No

B. This Bylaw may be cited for all purposes as "Langford Zoning Bylaw, Amendment No. 593, (979 Walfred Rd), Bylaw No. 1915, 2020".

READ A FIRST TIME this day of, 2020.

PUBLIC HEARING HELD this day of, 2020.

READ A SECOND TIME this day of, 2020.

READ A THIRD TIME this day of, 2020.

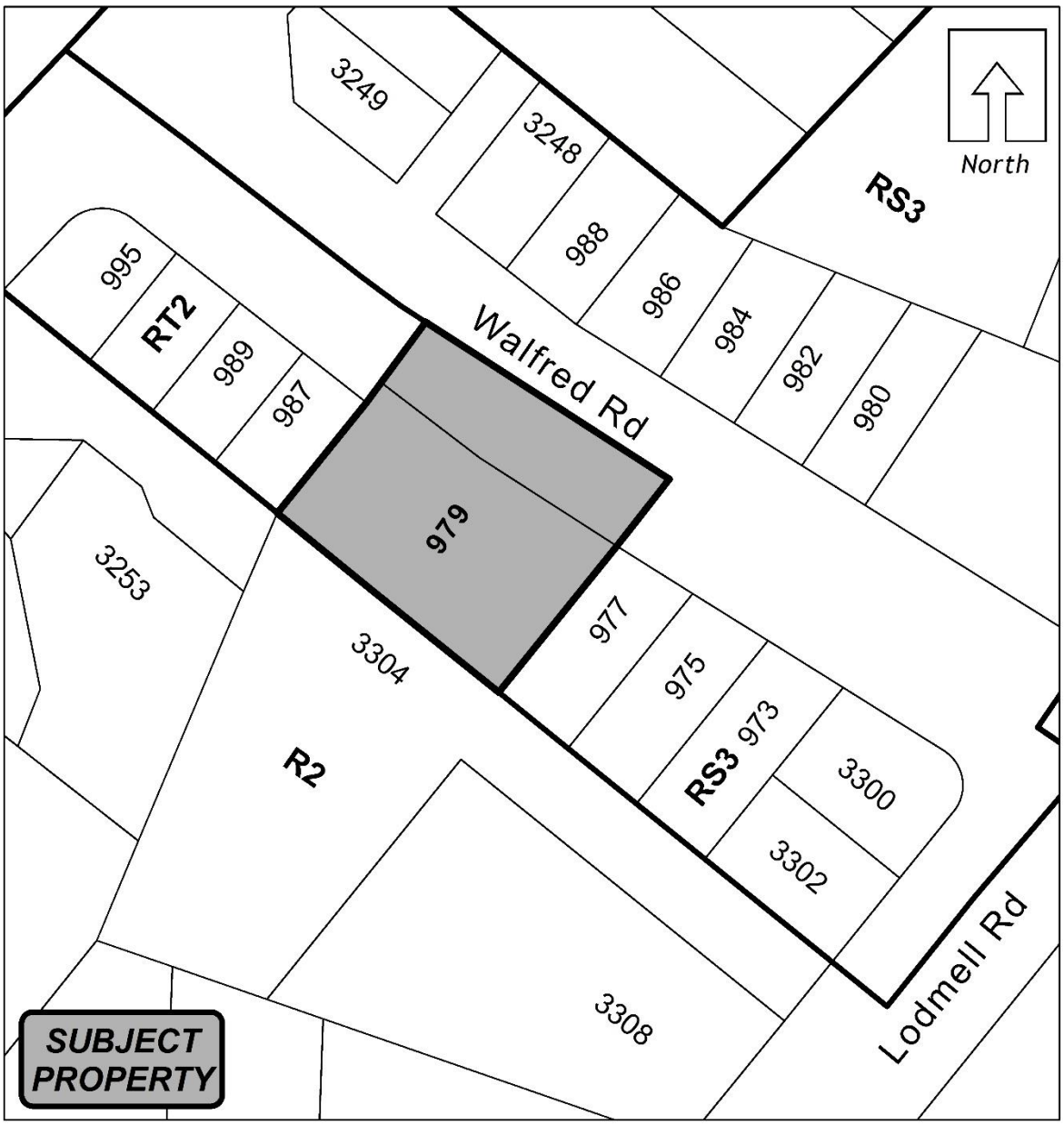
APPROVED BY THE MINISTRY OF TRANSPORTATION THIS day of , 2020.

ADOPTED this of, 2020.

MAYOR

(Certified Correct)
CORPORATE OFFICER

Schedule A



Document Name: Bylaw_1915

I HEREBY CERTIFY THIS TO BE A TRUE COPY
OF PLAN No. 1 AS DESCRIBED
IN SECTION A1 OF BYLAW No. 1915

_____
MAYOR

ADOPTION: _____

_____
CORPORATE OFFICER

Scale: N.T.S.

Last Revised: 5/11/2020