



## REGULAR COUNCIL MEETING AGENDA

Monday, May 25, 2020  
3:00 P.M.  
Remote Video / Teleconference

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c. New Business

1. Release of Motions from May 11, 2020 Closed Meeting of  
Council  
***Appointment to the Environmental Task Group***  
  
THAT Ellen Hall be appointed to the City's Environmental Task  
Group for the current term, expiring December 31, 2020 as a  
voting Community Member at Large.

9. ADJOURNMENT



## **MINUTES OF A REGULAR COUNCIL MEETING**

**Monday, May 11, 2020  
3:00 p.m.  
Remote Video / Teleconference**

**Present:** Mayor van den Broek  
Councillor Albrecht  
Councillor James  
Councillor Martin  
Councillor Pachal  
Councillor Storteboom  
Councillor Wallace

**Staff Present:** F. Cheung, Chief Administrative Officer  
R. Bomhof, Director of Engineering, Parks and Environment  
K. Hilton, Director of Recreation, Culture and Community Services  
C. Johannsen, Director of Development Services  
S. Kennedy, Acting Fire Chief  
D. Leite, Director of Corporate Services  
G. Flack, Deputy Director of Corporate Services  
K. Kenney, Corporate Officer

Mayor van den Broek expressed condolences to the friends, families and colleagues of the six members of the Canadian Armed Forces who lost their lives in the service of their country during a helicopter training mission off the coast of Greece. She also expressed condolences to those who have lost loved ones to the COVID-19 virus. She advised that it's been 8 weeks since the provincial state of emergency was issued in response to the COVID-19 pandemic and thanked the community for helping to flatten the curve, and all essential and frontline workers and City staff for continuing to care for us.

She further advised that under the direction of the Provincial Health Officer, BC will be moving forward with the BC restart plan, moving from current phase 1 to phase 2 in Mid May, although we won't be back to normal, this will be our new normal and we need to move forward safely and slowly so as not to jeopardize the work we have already done. She encouraged residents to visit the City's webpage for COVID-19 related information and current updates.



**1. ADOPTION OF AGENDA**

- a. Adoption of the May 11, 2020 Regular Agenda

MOVED BY Councillor Wallace

SECONDED BY Councillor Albrecht

THAT the May 11, 2020 agenda be adopted as circulated.

CARRIED

**2. COMMITTEE OF THE WHOLE**

MOVED BY Councillor James

SECONDED BY Councillor Albrecht

THAT Council commence the Committee of the Whole.

CARRIED

- a. Bylaw 3127 - 2020 - 2024 Financial Plan Amendment Bylaw

Darrin Leite, Director of Corporate Services advised that the original 2020-2024 Financial Plan was adopted in February this year and had proposed an increase of \$1,949,070 to bridge the financial gap for 2020 which equated to an overall property tax increase of 6.67%.

Subsequently, in response to the current economic challenges faced by city residents, businesses and property owners due to the COVID-19 Pandemic, Council has decided to take measures to mitigate the taxation impact outlined in the Financial Plan to ease the financial pressures on taxpayers.

These measures include:

- deferring borrowing of \$10 million in 2020, which was part of the Nexus of Community Plan, to 2021;
- deferring some new staffing position to future years;
- reducing our contribution to the capital works reserve for infrastructure renewal;
- increasing building permit revenue projection;
- reducing some staff training costs;

These proposed amendments to the Financial Plan will reduce the funding increase for 2020 from \$1,949,070 to \$535,550 equating to a reduction in the overall tax increase from 6.67% to 1.83%.

Mr. Leite noted that the 1.83% tax increase does not include utility rate increases. When the utility rates are included the combined average rates are as follows:

Average Single Family Dwelling – 2.44%  
Average Multi-Family Dwelling – 2.41%  
Business/Light Industrial – 2.01%/2.14% respectively

There are also provincial funding changes to the School Tax which will also benefit the business class and light industrial class properties.

He further advised that the closure of Cascades Casino due to the COVID-19 Pandemic, as a result, the Capital Improvement Plan has been re-drafted to reduce the anticipated Casino proceeds to be received in 2020 from \$7.2 million to \$3.6 million. This change in funding has necessitated the deferral of future capital projects but the current 2020 capital plan can continue as originally planned.

The Mayor asked if any correspondence had been received with respect to Bylaw No. 3127.

The Corporate Officer advised that one piece of correspondence had been received and had been circulated to Council.

MOVED BY Councillor Storteboom  
SECONDED BY Councillor James

THAT Council rise and report.

CARRIED

### **3. ADOPTION OF THE MINUTES**

- a. Regular Meeting Minutes from April 27, 2020

MOVED BY Councillor Wallace  
SECONDED BY Councillor Storteboom

THAT the minutes of the regular meeting held on April 27, 2020 be adopted as circulated.

CARRIED

- b. Special (Pre-Closed) Meeting Minutes from April 20, 2020

MOVED BY Councillor Albrecht  
SECONDED BY Councillor Storteboom

THAT the minutes of the special (pre-closed) meeting held on April 20, 2020 be adopted as circulated.

CARRIED

**4. BUSINESS ARISING FROM COMMITTEE OF THE WHOLE**

- a. Bylaw 3127 - 2020-2024 Financial Plan Amendment Bylaw

Third and final reading of a bylaw to amend the 2020 - 2024 Financial Plan Bylaw

MOVED BY Councillor Martin  
SECONDED BY Councillor Pachal

THAT the bylaw cited as the "Financial Plan 2020 - 2024 Bylaw, 2020, No. 3120, Amendment No. 1 Bylaw, No. 3127" be read a third time.

THAT the bylaw cited as the "Financial Plan 2020 - 2024 Bylaw, 2020, No. 3120, Amendment No. 1 Bylaw, No. 3127" be read a final time.

CARRIED

**5. MAYOR'S REPORT**

- a. Upcoming Meetings

Regular Council Meeting – May 25, 2020 at 3pm  
Regular Council Meeting – June 15, 2020 at 3pm

- b. Engineering Update

Rick Bomhof, Director of Engineering, Parks and Environment provided an update on departmental activities as follows:

- drainage rock pit installation (48 Ave.)
- boulevard cleaning – medians
- annual water main flushing
- new bike rack at Douglas spray park
- ball diamond preparations
- parkour trampoline replacement
- playground closures
- one way signage at Brydon Lagoon
- Fraser Hwy. median refurbishment
- memorial trees at Brydon Lagoon for Rhys Griffiths
- Brydon Park trail and off-leash dog park
- signs of life at new Douglas Park community garden
- new garbage cans installed in trail network
- new railing installed in Pleasantsdale Creek Trail
- Rotary Park community garden complete

Mr. Bomhof provided further information on other projects currently being worked on:

- elimination of water main pipe twinning (207 St., Douglas Crescent to 53A Ave.)
- Logan Creek culvert replacements (at Langley Bypass) work to begin in August during Fisheries window. Two lanes of traffic to be closed
- Uplands dog off-leash park – drainage improvements and entrance improvements
- Sendall Gardens – Lower Creek area beautification and replace fountain area
- culvert cleaning and inspection
- sanitary sewer repairs identified through CCTV inspection program
- traffic signal replacement at 200 St. and Logan Ave. (coordination with CP Rail)
- traffic signal upgrades (Replacement of 5-6 controllers)
- Michaud Greenway Concept Plan
- Glover Rd. cycling lanes and city entrance enhancements

In response to questions from Council members, staff advised that:

- The Logan Creek culvert replacements project to be undertaken in August is the project for which signage has been posted on the bypass to give drivers and commuters advance warning of the need to make alternate arrangements.
- There is no formal whistle cessation agreement between CP Rail and the City for the 200 St. and Logan railway crossing; however, a railway safety audit was completed for that crossing 15 years ago, the result of which is that CP Rail has an operating procedure for that crossing to have whistling cessation in the evening hours and whistling allowed during daylight hours;
- The paving on 203 Street is complete; however, there may be some intersection work completed during the evening hours over the next two weeks at Logan and Fraser Highway
- Coordinating clean-up of accumulation of increased garbage on the streets can be a complex issue in the downtown area as it requires coordination with businesses who have privately owned garbage bins. If there are specific areas of concern, staff should be advised and they will investigate;
- It may be a discussion for Council as to whether to reconfigure Lynnwood Park with tree plantings to facilitate more passive use of the park
- staff plan to add approximately a half dozen more beds in the community garden where there is extra space currently.

- Staff can provide the schedule of upcoming Culvert cleaning to Council;
- The City has a 10 year contract for the black advertising garbage cans in the downtown area which is currently in its 3<sup>rd</sup> year so there are no immediate plans to replace them with the downtown realm standard cans; however, staff can document this for future Council Blue Sky session;
- Council member encouraged to forward email to staff advising of locations in riparian areas where trash needs to be cleaned up; there is potential to utilize the Green Team;
- Council member encouraged to forward email to staff with suggestions for directional signage to address certain areas of the Nicomekl trail system where social distancing is proving difficult;
- Parks staff have not been told to remove the painted rocks in city parks;
- Staff believe there may be some community garden plots still available at Rotary Park; LEPS is responsible for coordinating requests;
- Staff will post COVID-19 safety information at trailheads.

c. 58<sup>th</sup> Annual Langley Walk - Mayor Val van den Broek

The 58<sup>th</sup> Annual Langley Walk is going virtual! And although the event is different this year due to COVID-19, participation is easier than ever! All you have to do is go for a 5k walk or run out in our wonderful community, or on your treadmill, or just around your home. You can do it alone, or do it with your family. You can do it all in one go or over several days. Just remember to physically distance and stay safe!

The first 1000 participants to email [events@langleycity.ca](mailto:events@langleycity.ca), including your contact information and participant list if you walked with the family, will be mailed a badge to add to your collection.

And feel free to send your pics as you cross the virtual finish line!!

So get out there and walk, have fun, stay healthy - any time now through Sunday, May 31st!

**6. BYLAWS**

a. Bylaw No. 3122 - Tax Rate Bylaw

Final reading of a bylaw to levy property value taxes for municipal purposes for the year 2020

MOVED BY Councillor James  
SECONDED BY Councillor Albrecht

THAT the bylaw cited as the "2020 Tax Rates Bylaw, 2020, No. 3122" be read a final time.

CARRIED

b. Bylaw 3128 - Tax Penalty Addition Bylaw Amendment

Final reading of a bylaw to amend the Tax Penalty Addition Bylaw

MOVED BY Councillor Pachal  
SECONDED BY Councillor Storteboom

THAT the bylaw cited as the "Tax Penalty Addition Bylaw, 1983, No. 1267, Amendment No. 3, Bylaw No. 3128" be read a final time.

CARRIED

c. Bylaw 3125 - Zoning Amendment and Development Permit No. DP 01-20

First and second reading of a bylaw to rezone properties located at 5326, 5334, 5340, 5360 – 200 Street and 5321, 5331, 5341, 5361 – 200A Street to accommodate a 4-storey, 92-unit rental apartment development

MOVED BY Councillor Storteboom  
SECONDED BY Councillor Pachal

THAT the bylaw cited as "Zoning Bylaw 1996, No. 2100 Amendment No. 167, 2020, No. 3125" be read a first time.

THAT the bylaw cited as "Zoning Bylaw 1996, No. 2100 Amendment No. 167, 2020, No. 3125" be read a second time.

CARRIED

## **7. ADMINISTRATIVE REPORTS**

- a. Bylaw 3125 - Waiver of Public Hearing for Rezoning Application RZ01-20  
Carl Johannsen, Director of Development Services provided an overview of his report dated May 6, 2020

MOVED BY Councillor Storteboom  
SECONDED BY Councillor Albrecht

1. THAT the report dated May 6, 2020 entitled Waiver of Public Hearing for Rezoning and Development Permit Application RZ01-20/DP01-20 be received for information; and
2. THAT the Public Hearing for Rezoning and Development Permit Application RZ01-20 (Bylaw 3125)/DP01-20 be waived, according to the Local Government Act.

BEFORE THE QUESTION WAS CALLED, in response to questions from Council, staff advised that:

- staff are investigating how to conduct Public Hearings electronically;
- the public will be advised of the waiver of this Public Hearing and the reason for its waiver through advertisements in the local newspaper, delivery of notices to affected properties within 100m of the subject properties and posting of the notice in rental buildings within 100m of the subject property.

THE QUESTION WAS CALLED and the motion was

CARRIED

## **8. NEW AND UNFINISHED BUSINESS**

- a. Motions/Notices of Motion

1. Notice of Motion - Councillor Wallace

WHEREAS the consumption of single use plastics and styrofoam have increased considerably during the COVID-19 pandemic; perpetuating long term impacts on the environment. This will continue with the ongoing restrictions pertaining to the food and beverage industry.

WHEREAS subsidizing biodegradable and/or eco-friendly take out containers and bags for the food and beverage industry within Langley City would provide support for businesses to transition within our municipality during the restart phase of the pandemic and serve as a lasting benefit to the environment locally and globally.

BE IT RESOLVED THAT Langley City Council drafts a letter to the provincial and federal governments asking for the subsidization of biodegradable and/or eco-friendly packaging for the food and beverage industry in Langley City.

2. Federation of Canadian Municipalities – Election to the Board of Directors – Mayor Val van den Broek

MOVED BY Councillor James

SECONDED BY Councillor Albrecht

WHEREAS the Federation of Canadian Municipalities (FCM) represents the interest of municipalities on policy and program matters that fall within federal jurisdiction;

WHEREAS FCM's Board of Directors is comprised of elected municipal officials from all regions and sizes of communities to form a broad base of support and provide FCM with the prestige required to carry the municipal message to the federal government; and

BE IT RESOLVED that Council of the City of Langley endorse Mayor Val van den Broek to stand for election on FCM's Board of Directors for the period starting September 2020 and ending July 2021; and

BE IT FURTHER RESOLVED that in accordance with the City's Travel and Expense Policy, the City assumes all costs associated with Mayor Val van den Broek attending FCM's Board of Directors meetings.

BEFORE THE QUESTION WAS CALLED, in response to questions from Council, Mayor van den Broek advised that:

- as currently everything is being conducted virtually, there will be no cost to the City associated with her serving on the FCM Board;
- she will be able to serve on the board with her other workload;
- she will continue to provide updates on board happenings to Council under the Mayor's Report.

THE QUESTION WAS CALLED and the motion was

CARRIED



b. Correspondence

1. Health Canada

Response to Langley City's request to the Minister of Health for support for a universal public national pharmacare program

2. Child Find British Columbia

May 25, 2020 - National Missing Children's Month and Missing Children's Day

3. HUB Langley

Request for reallocation of road space during the COVID-19 pandemic

Rick Bomhof, Director of Engineering, Parks and Environment advised that staff do not recommend implementing temporary road reallocations on Fraser Highway on the one way or on the westbound lane on Logan Avenue as the provincial guidelines suggest that it should only be done during daytime hours (7:00am to 7:00pm) which would require installing and removing the delineation associated with that. Additionally, closing the Fraser One Way to vehicular traffic for bike traffic only may create concerns for the local businesses in the area. He further advised that traffic volume reductions in that area have increased safety for cyclists in that area. If Council wished these comments could form the basis of a response to Hub Langley.

In response to a question from a Council member, staff confirmed that the province issued guidelines should municipalities wish to consider reallocation of road space for cycling, it is not an order of the Provincial Health Officer.

MOVED BY Councillor Pachal

SECONDED BY Councillor Albrecht

THAT the correspondence from Hub Langley be referred to staff for response.

CARRIED

c. New Business

1. Motion to hold a Closed Meeting

MOVED BY Councillor Wallace

SECONDED BY Councillor Storteboom

THAT the Council Meeting immediately following this meeting be closed to the public as the subject matter being considered relates to items which comply with the following closed meeting criteria specified in Section 90 of the Community Charter:

(1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:

(a) 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;

(e) 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;

(k) 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.

CARRIED

9. **ADJOURNMENT**

MOVED BY Councillor James

SECONDED BY Councillor Pachal

THAT the meeting adjourn at 4:26pm.

CARRIED

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Signed:

MAYOR

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Certified Correct:

CORPORATE OFFICER



## CITY OF LANGLEY

### REQUEST TO APPEAR AS A DELEGATION / COMMUNITY SPOTLIGHT

To appear before Council as a Delegation or Community Spotlight at a Council Meeting, please submit a written request to the Corporate Officer by 12:00 p.m. noon on the Wednesday prior to the scheduled Council Meeting. You may complete this form or provide a letter however please ensure the letter contains the information requested on this form. You can submit your request by email to [pkusack@langleycity.ca](mailto:pkusack@langleycity.ca), in person or by mail at City Hall (20399 Douglas Crescent, Langley BC V3A 4B3), or by fax at 604-514-2838. A staff member will contact you to confirm the meeting date at which you are scheduled to appear before Council.

Council meetings take place at 7:00 p.m. in the Council Chambers on the second floor of Langley City Hall. Delegations are defined as an individual, group of organization making a request of Council. A Community Spotlight is an individual, group or organization providing information or updates on an event or activity. Delegations are limited to a five (5) minute presentation and Community Spotlights are limited to a ten (10) minute presentation. You may speak on more than one (1) topic but you must keep your presentation within the prescribed time limit. Please attach any material that you wish Council to review in advance of the meeting to this form.

DATE: May 20, 2020

REQUESTED MEETING DATE: May 25, 2020

NAME: Kristine Simpson, CPA, CA, Partner

ORGANIZATION: BDO Canada LLP

TOPIC: City of Langley Audit Report



## REPORT TO COUNCIL

To: **Mayor and Councillors**

Subject: 2019 Consolidated Financial Statements

File #: 1880.00

Doc #:

From: Darrin Leite, CPA, CA  
Director of Corporate Services

Date: May 20, 2020

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### RECOMMENDATION:

THAT City Council approve the 2019 Consolidated Financial Statements.

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### PURPOSE:

As required by Section 167 of the Community Charter the audited financial statements have to be presented to Council. The purpose of this report is to provide Council with information about the financial results of 2019 and of the results of the audit of the City of Langley's 2019 financial statements.

### POLICY:

Not applicable.

### COMMENTS/ANALYSIS:

Section 167 of the Community Charter requires that the City produce annual audited financial statements. The annual financial statements and the auditor's report for the year ended December 31, 2019 are attached to this report.

The statements that are attached have been prepared in accordance with the Canadian Public Sector Accounting Standards as prescribed by the Public Sector Accounting Board ("PSAB") of the Chartered Professional Accountants of Canada. The goal of these standards are to provide better financial and performance information for government decision-making, accountability and comparability between government organizations.



The accounting firm of BDO Canada LLP was retained to conduct the 2019 audit and to express an opinion as to whether the consolidated financial statements fairly present the financial position of the City of Langley as at December 31, 2019 and the results of its operations for the year. In addition to an external audit, the City maintains and regularly reviews a comprehensive system of internal controls to help safeguard City assets and to provide reliable financial information.

The consolidated financial statements present financial information that is useful in evaluating the local government's financial condition at the end of the accounting period and its financial performance during the accounting period. They report a local government's actual financial activities in comparison to planned activities and the resulting financial condition of the local government. They are not intended to replace a variety of other financial reports used in planning, analysis and decision-making, nor are they intended to be the sole measure of government performance in the period.

### **Statement of Financial Position**

At December 31, 2019 the City had financial assets of \$83.9M and financial liabilities of \$38.3M resulting in a positive outcome of \$45.6M in net financial assets. This is an increase of \$7.0M over 2018 and provides a positive indicator of the City's financial flexibility, its ability to finance operating activities and meet current financial obligations.

Non-financial assets have also increased in 2019, made up primarily of \$260.2M in tangible capital assets. Assets are a significant economic resource managed by the City and are a key component in the delivery of services to our citizens.

The accumulated surplus does not represent excess funds that can be allocated to fund a particular expenditure in the future but rather provide a picture of how the City is managing its economic resources. It could also be interpreted as the net worth of the organization. If we raise revenue to cover costs or acquire a new tangible capital asset a surplus will result. If the City does not invest in the maintenance and renewal of our assets over time, the accumulated surplus will decrease through the amortization charge. The annual surplus will gauge how we are maintaining our assets.

In 2019, the accumulated surplus increased \$9.3M represented as follows:

2019 Operating surplus	\$ 20,383
Net increase in tangible capital assets	2,226,656
Net increase in reserves	<u>7,059,079</u>
Total increase	<u>\$9,306,118</u>

Investment in infrastructure renewal contributed to the increase in tangible capital assets. In addition to planned reserve contributions, sale of road right-of-ways, a number of staffing vacancies and higher development fee revenue contributed to the large increase in reserves.

### **Statement of Operations**

When comparing the 2019 actual expenditures to the financial plan, it is important to note the financial plan presented does not reflect any amendments adopted by City Council. In addition, expenditures that were originally budgeted in the capital improvement plan but don't result in a tangible capital asset have been reallocated and expensed in the operating departments that they relate to. For example, traffic studies are not an asset that can be amortized (depreciated) over time so it is expensed in the period.

The annual operating surplus resulted primarily from a combination of higher revenues, lower departmental expenditures and larger transfer to reserves. Excluding the policing operating surplus, which per City Council policy has to be directed to the Future Police Cost Reserve, the remainder of the general operating surplus was directed, \$525,000 to the Prosperity Fund, \$1,000,000 to the Tax Rate Stabilization Reserve and \$470,000 to the Capital Works Reserve.

Table 1 (below) lists the 2019 variance by functional area. A variance analysis on each area is provided below the table. The amounts quoted in the analysis are approximate and are intended to account for the major part of the variances being discussed.

**Table 1 – Consolidated Statement of Operations**

	2019 Financial Plan	2019	Variance
(Note 13)			
<b>Revenues (Schedules 2 &amp; 3)</b>			
Property tax revenue (Note 6)	\$ 29,767,135	\$ 29,601,511	\$ (165,624)
User fees and other revenue	13,343,245	13,410,968	67,723
Gaming proceeds	7,200,000	7,490,986	290,986
Government transfers (Note 7)	1,855,440	2,205,532	350,092
Investment earnings	714,500	1,596,503	882,003
Use of development cost charges (Note 4)	757,350	1,043,567	286,217
Gain (loss) on disposal of tangible capital assets	-	(31,860)	(31,860)
Contributed tangible capital assets	-	1,341,637	1,341,637
	53,637,670	56,658,844	3,021,174
<b>Expenses (Schedules 2 &amp; 3)</b>			
General government services	6,067,635	5,509,973	(557,662)
Police service	13,036,380	12,107,298	(929,082)
Fire service	5,460,645	4,907,545	(553,100)
Other protective services	853,365	805,174	(48,191)
Engineering operations	6,885,930	6,135,382	(750,548)
Water utility	4,456,145	4,116,255	(339,890)
Sewer and drainage utility	3,876,170	3,645,034	(231,136)
Development services	1,506,890	1,579,381	72,491
Solid waste	689,770	683,060	(6,710)
Recreation services	5,087,600	5,056,626	(30,974)
Parks	2,793,900	2,806,998	13,098
	50,714,430	47,352,726	(3,361,704)
<b>Annual Surplus</b>	<b>\$ 2,923,240</b>	<b>\$ 9,306,118</b>	<b>\$ 6,382,878</b>

**Revenues:**

***Property tax revenue***

The actual property tax revenue was \$165,624 lower than budget. The variance was primarily due to property assessment appeals and an associated reduction in property taxes.

***User fees and other revenue***

User fees and other revenue were \$67,723 higher than budget. The most significant variances are as follows: Admin/inspection fees and building permits combined for increased revenues of \$617,000; these were driven by higher than anticipated construction activity. Sale of road right-of-ways provided \$470,000 of unanticipated income. Special bonds contributions from developers of \$94,085 are not budgeted as they are not predictable year to year. Water and sewer fees combined for \$318,000 in reduced revenue due to a decrease in user consumption. Capital funding revenue variance of \$842,000 is due to delays in capital projects and the applicable funding not being received in the current year.



***Gaming proceeds***

Gaming proceeds were \$290,986 higher than budget. Gaming proceeds are outside of the control of the City and are dictated by the operations of the gaming facility and gambling activity of the users.

***Government transfers***

Government transfers were \$350,092 higher than budget. The gas tax allocation from the Government of Canada was \$132,595 higher due to an approved additional one time payment. Operating transfers from other governments were higher than anticipated by \$51,497 due to agreements based on variable factors such as revenue and cost sharing agreements. Capital funding revenue variance of \$166,000 is due to the prior year's carryover budget not being reflected in the current year financial plan as well as timing of construction activity and grant payments.

***Investment earnings***

Investment earnings were \$882,003 higher than budget. The City experienced an increase in interest earnings during the year due to increasing rates and an increase in investment holdings. Non-statutory reserve income was higher due to unexpended funds in the reserve accounts due to capital project timing. Statutory reserve income is not budgeted for and also varies depending on reserve fund balance and the timing of expenditures.

***Use of development cost charges***

Use of development cost charges (DCC's) was \$286,217 higher than budget. Use of DCC's varies against budget due to the capital budget carry forward amounts from prior years, but it is consistent with project timing.

***Gain on disposal of tangible capital assets***

Assets were sold and disposed of, including aging infrastructure and vehicles, which resulted in an unbudgeted loss of \$31,860.

***Contributed tangible capital assets***

Contributed tangible capital assets was \$1,341,637 higher than budget. Contributed tangible capital assets are infrastructure works funded by developers which are required during development. Amounts are not budgeted and can fluctuate depending on the scope and timing of construction within the community.

**Expenses:**

Overall, 2019 expenses were under budget; however the results vary in each functional area as operating needs develop during the year and priorities are adjusted from the original financial plan. An amended financial plan bylaw is required to provide for these budget variances.

Amortization fluctuates annually based on the addition and disposal of tangible capital assets. Non-capitalized expenditures represent expenditures within our Capital Improvement Plan section of the Financial Plan, but do not create a tangible capital asset that can be amortized. These variances can be particularly large as unused budget from prior years is carried forward until the project is complete. The financial plan amounts presented do not include these amounts from prior years.

The significant areas of variance from the budget estimates are as follows with a particular focus on the operating surplus/deficit in each functional area.

### **General Government Services**

2019 variance	\$ (330,184)
Amortization	6,854
Non-capitalized expenditure	(234,332)
Operating surplus	<u>\$ (557,662)</u>

#### Major variances:

Community grants	\$ (16,000)
Enterprise fund	(101,000)
Wages & benefits	(263,000)
Legal fees	32,000
Supplies & services	18,000

Community grants and council enterprise funds were not fully allocated by City Council. Labour costs were lower due to temporary vacancies, employment agreements and unused overtime allocations. Legal fees were over budget due to a case that proceeded to the human rights tribunal. The remaining variance was due to higher than anticipated expenses for miscellaneous supply and contracted service costs.

### **Police Service**

2019 variance	\$ (927,370)
Amortization	(1,712)
Non-capitalized expenditure	-
Operating surplus	<u>\$ (929,082)</u>

#### Major variances:

RCMP contract	\$ (543,000)
RCMP detachment operations	(297,000)
Public safety initiatives	(78,000)
CPO operations	(9,000)

The RCMP contract was under budget due to member vacancies in excess of budget. Detachment operation expenses, managed by the Township of Langley, came in under budget due to staff vacancies and other operational savings. The public safety initiatives were unspent as the initiative has been deferred. The CPO Coordinator and cleaning costs were lower than the budgeted amounts.

### ***Fire Service***

2019 variance	\$ (570,768)
Amortization	9,307
Non-capitalized expenditure	8,361
Operating surplus	<u>\$ (553,100)</u>

#### **Major variances:**

Staff vacancies	\$ (567,000)
Paid on Call	(56,000)
Turnout gear	25,000
Backup generator	32,000

Three new positions included in the budget remained unfilled during the year. The Paid On Call (POC) suppression and training costs were less due to vacancies and difficulty getting responders during the day. Due to recent staffing changes new turnout gear was purchased for new staff. The emergency backup generator failed during the year requiring a temporary unit to be rented while the permanent replacement was procured.

### ***Other Protective Services***

2019 variance	\$ (48,191)
Operating surplus	<u>\$ (48,191)</u>

#### **Major variances:**

Emergency planning	(44,000)
--------------------	----------

Emergency Planning was underspent due to a staff vacancy and reduced supply expenses.

### ***Engineering Operations***

2019 variance	\$ 82,592
Amortization	304,805
Non-capitalized expenditure	(1,137,945)
Operating surplus	<u>\$ (750,548)</u>

#### **Major variances:**

Boulevard maintenance	\$ (21,000)
Streetlight maintenance	35,000
Internal vehicle adjustment	66,000

Annual operating costs vary year to year within areas of the budget. Significant variances include a reduction in boulevard maintenance and an increase in street light maintenance due to conversion to energy efficient LED fixtures. Internal vehicle adjustments reverse vehicle charge out rates in excess of vehicle maintenance costs; the financial plan includes funding at the full rate.

### ***Water Utility Expenses***

2019 variance	\$ (305,712)
Amortization	6,254
Non-capitalized expenditure	(40,432)
Operating surplus	<u>\$ (339,890)</u>

#### Major variances:

GVWD water purchases	\$ (359,000)
Water system maintenance	64,000
Staffing vacancy	(8,500)

Water purchases from GVWD were under budget due to seasonal fluctuations and an associated reduction in consumer usage. These savings offset additional maintenance and emergency repair costs. Administration labour costs were lower than budget due to temporary vacancies.

### ***Sewer and Drainage Utility Expenses***

2019 variance	\$ (98,735)
Amortization	10,334
Non-capitalized expenditure	(142,735)
Operating surplus	<u>\$ (231,136)</u>

#### Major variances:

Sewer system maintenance	\$ (92,000)
GVS&DD levy	(10,000)

Sewer system maintenance was under budget due to a reallocation of staff resources to other City priorities and development requirements. Additional savings were realized by a decrease in charges from the GVS&DD for sewerage treatment and disposal.

### ***Development Services***

2019 variance	\$ (106,879)
Amortization	1,629
Non-capitalized expenditure	177,741
Operating deficit	<u>\$ 72,491</u>

#### Major variances:

Staffing vacancies	\$ (132,000)
Tourism promotion	30,000

Temporary vacancies throughout the department resulted in budget savings. Tourism promotion was over spent due to an increase in Hotel Tax Revenues being transferred to Discover Langley City.

### ***Solid Waste***

2019 variance	\$ (6,710)
Operating surplus	<u>\$ (6,710)</u>

Major variances:

Contracted services	\$ (6,710)
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Reasonably consistent with budget, variables such as disposal charges, based on weight, vary year to year.

### ***Recreation Services***

2019 variance	\$ (86,730)
Amortization	15,441
Non-capitalized expenditure	<u>40,315</u>
Operating surplus	<u>\$ (30,974)</u>

Major variances:

Position vacancy	\$ (73,000)
Additional staffing savings	(131,000)
Weight room & drop-in	104,000

The Office Supervisor position was vacant during the year. Other recreation labour costs were lower than budgeted due to temporary vacancies and operational adjustments. Higher utilization of the drop-in services and weight room usage required additional staff supervision.

### ***Parks***

2019 variance	\$ (116,990)
Amortization	64,314
Non-capitalized expenditure	<u>65,774</u>
Operating deficit	<u>\$ 13,098</u>

Major variances:

Staff vacancies	\$ (200,000)
Vandalism & homelessness	58,000
Utilities	35,000

Parks expenditures between different locations vary year to year based on required maintenance but overall were under budget. Partial year staff vacancies for newly created positions in tree and boulevard maintenance created a savings in wages & benefits. Over expenditures relating to vandalism and homeless camp cleanup on City property continues to be a challenge for the City. Utility charges for water and electrical consumption increased due to new facilities and landscape installations.

## **Fund transfers:**

### ***Transfers from Reserves Accounts***

Transfer from gaming proceeds	\$ (122,132)
Transfer from future police cost	(545,000)
Net transfer under budget	<u>\$ (667,132)</u>

As the community grants and enterprise fund were under expended for the year, the gaming proceeds were not required as a funding source. RCMP vacancies reduced operating costs, making the transfer from the future police cost reserve unnecessary for the year.

### ***Transfers to Reserves Accounts***

Interest on reserve accounts	\$ 298,855
Community works fund	132,595
Gaming proceeds	290,986
Future police costs	382,370
Prosperity fund	525,000
Tax rate stabilization	1,000,000
MRN rehabilitation	(8,863)
Sewer future capital	(35,000)
Water future capital	110,000
Transfer in excess of budget	<u>\$ 2,695,943</u>

Non-statutory reserve interest income was higher due to unexpended funds in the reserve accounts due to capital project timing as well as an increase in investment returns. Additional gas tax received was transferred to the community works fund. Gaming proceeds in excess of the financial plan are transferred to the reserve for future capital investment. Policy dictates any unexpended police funding is allocated to the future police cost reserve at the end of the year. An additional \$525,000 has been allocated to the prosperity fund. An allocation of \$1,000,000 has been made to the tax rate stabilization reserve to provide financial flexibility if future revenues are adversely affected due to the COVID-19 pandemic. The transfer to the sewer future capital reserve was reduced due to compensate for an overall reduction in annual revenue. Operating surplus for the water fund was also transferred to the water future capital reserve.

### ***Transfers to Statutory Reserve Funds***

Capital works	\$ 470,000
Machinery replacement	59,872
Off street parking	1,265
Transfer in excess of budget	<u>\$ 531,137</u>

The proceeds from the sale of a road right of way was transferred to the capital works reserve for future investment through our capital improvement plan. The excess of vehicle revenue over maintenance costs is transferred to the machinery replacement reserve at year end.

**BUDGET IMPLICATIONS:**

A financial plan amendment is required to fund any over expenditures and revised transfers to reserves.

Respectfully Submitted,



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Darrin Leite, CPA, CA  
Director of Corporate Services

Attachment:

1. 2019 Consolidated Financial Statements

**CHIEF ADMINISTRATIVE OFFICER'S COMMENTS:**

I support the recommendation.



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Francis Cheung, P. Eng.  
Chief Administrative Officer

**Consolidated Financial Statements  
of  
CITY OF LANGLEY  
Year ended December 31, 2019**



**CITY OF LANGLEY**  
**Consolidated Financial Statements**  
**Year ended December 31, 2019**

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## **MANAGEMENT'S RESPONSIBILITY**

The management of the City of Langley (the "City") is responsible for the preparation of the accompanying consolidated financial statements and the preparation and presentation of all information in the Financial Report. The consolidated financial statements have been prepared in accordance with Canadian public sector accounting standards and are considered by management to present fairly the financial position and operating results of the City. The City's accounting procedures and related systems of internal control are designed to provide reasonable assurance that its assets are safeguarded and its financial records are reliable.

City Council accepts the consolidated financial statements and meets with management to determine that management has fulfilled its obligation in the preparation of the consolidated financial statements.

The City's independent auditor, BDO Canada LLP, has examined the consolidated financial statements and their report outlines the scope of their examination and their opinion on the consolidated financial statements of the City of Langley.



Darrin Leite, CPA, CA  
Director of Corporate Services

# CITY OF LANGLEY

## Consolidated Statement of Financial Position

at December 31, 2019 with comparative figures for 2018

	2019	2018
<b>Financial Assets</b>		
Cash & cash equivalents (Note 2)	\$ 42,873,431	\$ 22,159,086
Accounts receivable		
Taxes and utilities receivable	4,347,989	4,552,418
Receivables from other governments	2,439,712	2,168,321
Other receivables	2,157,382	2,090,225
Portfolio investments (Note 2)	32,101,800	42,098,460
	<u>83,920,314</u>	<u>73,068,510</u>
<b>Liabilities</b>		
Prepaid property taxes	4,664,303	4,323,597
Accounts payable and accrued liabilities	10,242,246	10,862,338
Employee future benefits (Note 3)	363,046	347,452
Deferred revenue	2,130,958	1,336,900
Deferred development cost charges (Note 4)	20,901,408	17,579,002
	<u>38,301,961</u>	<u>34,449,289</u>
<b>Net Financial Assets</b>	<u>45,618,353</u>	<u>38,619,221</u>
<b>Non-Financial Assets</b>		
Prepaid expenses	159,777	107,632
Supplies inventory	151,058	122,873
Tangible capital assets (Schedule 4)	260,169,178	257,942,522
	<u>260,480,013</u>	<u>258,173,027</u>
<b>Accumulated Surplus (Note 5)</b>	<u>\$ 306,098,366</u>	<u>\$ 296,792,248</u>

See accompanying notes to consolidated financial statements.



Darrin Leite, CPA, CA  
Director of Corporate Services



Val van den Broek  
Mayor

# CITY OF LANGLEY

## Consolidated Statement of Operations

Year ended December 31, 2019 with comparative figures for 2018

	2019 Financial Plan	2019	2018
	(Note 12)		
<b>Revenues (Schedules 2 &amp; 3)</b>			
Property tax revenue (Note 6)	\$ 29,767,135	\$ 29,601,511	\$ 27,504,153
User fees and other revenue	13,343,245	13,410,968	15,772,694
Gaming proceeds	7,200,000	7,490,986	7,752,596
Government transfers (Note 7)	1,855,440	2,205,532	1,953,717
Investment earnings	714,500	1,596,503	1,186,465
Use of development cost charges (Note 4)	757,350	1,043,567	797,718
Gain (loss) on disposal of tangible capital assets	-	(31,860)	420,894
Contributed tangible capital assets	-	1,341,637	1,117,743
	<u>53,637,670</u>	<u>56,658,844</u>	<u>56,505,980</u>
<b>Expenses (Schedules 2 &amp; 3)</b>			
General government services	6,067,635	5,509,973	5,126,883
Police service	13,036,380	12,107,298	12,004,352
Fire service	5,460,645	4,907,545	4,436,465
Other protective services	853,365	805,174	798,060
Engineering operations	6,885,930	6,135,382	5,820,568
Water utility	4,456,145	4,116,255	3,988,915
Sewer and drainage utility	3,876,170	3,645,034	3,710,405
Development services	1,506,890	1,579,381	1,159,947
Solid waste	689,770	683,060	655,515
Recreation services	5,087,600	5,056,626	4,784,063
Parks	2,793,900	2,806,998	2,765,268
	<u>50,714,430</u>	<u>47,352,726</u>	<u>45,250,441</u>
<b>Annual Surplus</b>	<u>2,923,240</u>	<u>9,306,118</u>	<u>11,255,539</u>
<b>Accumulated Surplus - beginning of year</b>	296,792,248	296,792,248	285,536,709
<b>Accumulated Surplus - end of year (Note 5)</b>	<u>\$ 299,715,488</u>	<u>\$ 306,098,366</u>	<u>\$ 296,792,248</u>

See accompanying notes to consolidated financial statements.

# CITY OF LANGLEY

## Consolidated Statement of Change in Net Financial Assets Year ended December 31, 2019 with comparative figures for 2018

	2019 Financial Plan	2019	2018
	(Note 12)		
<b>Annual Surplus</b>	\$ 2,923,240	\$ 9,306,118	\$ 11,255,539
<b>Change in Capital Assets</b>			
Acquisition of tangible capital assets	(7,470,250)	(6,883,395)	(12,373,678)
Contributed tangible capital assets	-	(1,341,637)	(1,117,743)
Amortization	5,541,940	5,959,166	5,657,083
Proceeds from sale of tangible capital assets	-	7,350	630,682
(Gain) loss on disposal of tangible capital assets	-	31,860	(420,894)
	(1,928,310)	(2,226,656)	(7,624,550)
<b>Change in Other Non Financial assets</b>			
(Increase) decrease in prepaid expenses	-	(52,145)	(14,490)
(Increase) decrease in supplies inventory	-	(28,185)	(2,520)
	-	(80,330)	(17,010)
<b>Increase in Financial Assets</b>	994,930	6,999,132	3,613,979
<b>Net Financial Assets - beginning of year</b>	38,619,221	38,619,221	35,005,242
<b>Net Financial Assets - end of year</b>	<u>\$ 39,614,151</u>	<u>\$ 45,618,353</u>	<u>\$ 38,619,221</u>

See accompanying notes to consolidated financial statements.

# CITY OF LANGLEY

## Consolidated Statement of Cash Flows

Year ended December 31, 2019 with comparative figures for 2018

	2019	2018
<b>Cash Provided By (Used For)</b>		
<b>Operating Transactions</b>		
Annual surplus	\$ 9,306,118	\$ 11,255,539
Items not involving cash:		
Development cost charge revenue recognized	(1,043,567)	(797,718)
Amortization	5,959,166	5,657,083
Amortization of investment premiums and discounts	(1,540)	(1,648)
Contributed tangible capital assets	(1,341,637)	(1,117,743)
(Gain) loss on disposal of tangible capital assets	31,860	(420,894)
Changes in non-cash working capital:		
Accounts receivable	(134,119)	2,307,440
Prepaid property taxes	340,706	72,576
Accounts payable and accrued liabilities	(604,498)	1,224,229
Prepaid expenses	(52,145)	(14,490)
Supplies inventory	(28,185)	(2,520)
Deferred revenue	794,058	179,069
	<u>13,226,217</u>	<u>18,340,923</u>
<b>Capital Transactions</b>		
Cash used to acquire tangible capital assets	(6,883,395)	(12,373,678)
Proceeds from sale of tangible capital assets	7,350	630,682
	<u>(6,876,045)</u>	<u>(11,742,996)</u>
<b>Financing Transactions</b>		
Receipt of deferred development cost charges and interest earned	4,365,973	4,541,521
<b>Investing Transactions</b>		
Purchase of investments	(32,101,800)	(52,100,000)
Redemption of investments	42,100,000	37,101,353
	<u>9,998,200</u>	<u>(14,998,647)</u>
<b>Increase (Decrease) in Cash and Cash Equivalents</b>	<u>20,714,345</u>	<u>(3,859,199)</u>
<b>Balance - beginning of year</b>	22,159,086	26,018,285
<b>Balance - end of year</b>	<u>\$ 42,873,431</u>	<u>\$ 22,159,086</u>

See accompanying notes to consolidated financial statements.

# CITY OF LANGLEY

## Notes to the Consolidated Financial Statements

Year ended December 31, 2019 with comparative figures for 2018

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### 1. Significant accounting policies:

The City of Langley (the "City") is a municipality in the province of British Columbia and operates under the provisions of the Community Charter. The City provides municipal services such as policing, fire protection, public works, planning, parks, recreation and other general government services.

#### (A) Reporting Entity and Basis of Consolidation:

These financial statements have been prepared in accordance with Canadian public sector accounting standards using guidelines developed by the Public Sector Accounting Board ("PSAB") of the Chartered Professional Accountants of Canada. They consolidate the activities of all the funds of the City and the City's inactive wholly-owned subsidiary Langley City Development Corporation.

#### (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) 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.

#### (D) Tangible Capital Assets:

Tangible capital assets are recorded at cost less accumulated amortization. Cost includes all costs directly attributable to acquisition or construction of the tangible capital asset including transportation and installation costs, design and engineering fees, legal fees and site preparation costs. Amortization is recorded on a straight-line basis over the estimated life of the tangible capital asset, commencing once the asset is put into use. Assets under construction are not amortized. Contributed tangible capital assets are recorded at the estimated fair value at the time of contribution and are also recorded as revenue.

Estimated useful lives of tangible capital assets are as follows:

Land Improvements	5 to 30 years
Buildings	10 to 50 years
Vehicles	7 to 20 years
Furniture & Equipment	3 to 20 years
Transportation Infrastructure	10 to 100 years
Sewer & Drainage Infrastructure	10 to 80 years
Water Infrastructure	12 to 80 years

#### (E) Revenue Recognition:

##### Property tax revenue

Taxes are recorded at estimated amounts when they meet the definition of an asset, have been authorized and the taxable event occurs. Annual levies for non-optional municipal services and general administrative services are recorded as property tax revenue in the year they are levied. Taxes receivable are recognized net of an allowance for anticipated uncollectable amounts. Levies imposed by other taxing authorities are not included as property tax revenue.

Through the British Columbia Assessment's appeal process, taxes may be adjusted by way of supplementary roll adjustments. The effects of these adjustments on taxes are recognized at the time they are awarded.

##### User fees and other revenue

Charges for licences and permits, solid waste fees, and sewer and water usage are recorded as user fees and other revenue as services are utilized and revenue is earned.

# CITY OF LANGLEY

## Notes to the Consolidated Financial Statements

Year ended December 31, 2019 with comparative figures for 2018

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### (E) Revenue Recognition (Continued):

#### **Gaming proceeds**

Gaming proceeds, a specific type of government transfer, are recognized in the period in which they are earned.

#### **Government transfers**

Government transfers, which include legislative grants, are recognized as revenue in the financial statements when the transfer is authorized and any eligibility criteria are met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. Transfers are recognized as deferred revenue when transfer stipulations give rise to a liability. Transfer revenue is recognized in the statement of operations as the stipulation liabilities are settled.

#### **Investment earnings**

Investment income is recorded on the accrual basis and recognized when earned.

#### **Development cost charges**

Developers are required to pay funds to offset the cost of required infrastructure development. The amounts are recognized as a liability and accrue interest until spent on the required infrastructure. When qualifying expenditures are incurred, Development cost charges are recognized as revenue as an offsetting funding source.

#### **Contributed tangible capital assets**

Developers are required to provide subdivision infrastructure such as streets, lighting, sidewalks, and drainage etc. Upon completion, these assets are turned over to the City and recognized at the estimated fair market value.

### (F) Use of Estimates/Measurement Uncertainty:

The preparation of financial statements in accordance with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenditures during the reporting period. Significant areas requiring use of management estimates relate to the determination of employee future benefit liabilities, provisions for litigation and claims, collectibility of accounts receivable and the useful lives of tangible capital assets. Actual results could differ from those estimates.

### (G) Basis of Segmentation (Schedule 2 & 3):

Municipal services have been segmented by grouping services that have similar objectives (by function). Revenues that are directly related to the costs of the function have been attributed to each segment.

### (H) Contaminated Sites:

Governments are required to accrue a liability for the costs to remediate a contaminated site. Liabilities are recognized when an environmental standard exists, contamination exceeds the standard, the government has responsibility for remediation, future economic benefits will be given up and a reasonable estimate can be made.

Management has assessed its potential liabilities under the new standard, including sites that are no longer in productive use and sites for which the City accepts responsibility. There are no such sites that had contamination in excess of an environmental standard requiring remediation at this time. Therefore, no liability was recognized as at December 31, 2019 or December 31, 2018.



# CITY OF LANGLEY

## Notes to the Consolidated Financial Statements

Year ended December 31, 2019 with comparative figures for 2018

### 2. Cash, cash equivalents and portfolio investments:

	2019	2018
Cash and cash equivalents	\$ 42,873,431	\$ 22,159,086
Portfolio investments	32,101,800	42,098,460
	<u>\$ 74,975,231</u>	<u>\$ 64,257,546</u>
Deferred development cost charges	\$ 19,826,761	\$ 16,614,332
Statutory reserves	10,039,764	8,964,086
Non-statutory reserves	31,942,541	25,959,140
Operating funds	13,166,165	12,719,988
	<u>\$ 74,975,231</u>	<u>\$ 64,257,546</u>

Cash and cash equivalents includes funds held in bank accounts at TD Canada Trust earning interest of prime rate less 1.65% (2018 - prime rate less 1.65%).

Portfolio investments, which include banker's acceptances and term deposits, have effective interest rates between 1.80% and 3.10% (2018 - 1.80% and 3.20%) with varying maturity dates up to 12 months. The market value of the investments as at December 31, 2019 was \$32,101,800 (2018 - \$42,108,376). Portfolio investments are recorded at amortized cost. Investments are written down to net realizable value when there has been a decline other than a temporary one.

### 3. Employee future benefits:

The City provides employee future benefits in the form of non-vested sick leave to qualifying employees. These benefits are accrued as earned and paid when taken by employees.

Employee sick leave is credited annually at 18 days per full year of service. Unused days are banked to a maximum of 120 days. The City does not pay out the value of the cumulative sick plan bank at retirement or termination of employment; however, the City could experience usage of these banks in periods leading up to retirement, resulting in a non-vested liability.

An actuarial evaluation of these benefits was performed to determine the City's estimated liability and accrued benefit obligation as at December 31, 2019. The valuation resulted in an unamortized actuarial loss as of December 31, 2019 of \$94,454 (2018 - \$79,048). Actuarial losses are amortized over the estimated average remaining service life of employees. The next valuation will be as at December 31, 2023.

The employee future benefit liability at December 31, 2019 was \$363,046 (2018 - \$347,452), comprised as follows:

	2019	2018
Benefit liability - beginning of year	\$ 347,452	\$ 329,100
Current service cost	36,225	35,400
Interest cost	13,217	13,000
Benefits paid	(44,228)	(42,400)
Amortization of actuarial loss	10,380	12,352
Benefit liability - end of year	<u>\$ 363,046</u>	<u>\$ 347,452</u>
Accrued benefit obligation - end of year	\$ 457,500	\$ 426,500
Unamortized actuarial loss	(94,454)	(79,048)
Benefit liability - end of year	<u>\$ 363,046</u>	<u>\$ 347,452</u>

Actuarial assumptions used to determine the City's accrued benefit obligation are as follows:

	2019	2018
Discount rate	2.70%	3.00%
Expected future inflation rate	2.50%	2.50%
Merit and inflationary earnings increases	2.58-4.63%	2.58-4.63%
Estimated average remaining service life	10.1	10.4

# CITY OF LANGLEY

## Notes to the Consolidated Financial Statements

Year ended December 31, 2019 with comparative figures for 2018

### 4. Deferred development cost charges:

	Balance at Dec. 31, 2018	Contributions Received	Interest Earned	Use of Development Cost Charges	Balance at Dec. 31, 2019
Drainage	\$ 3,409,589	\$ 439,544	\$ 93,869	\$ -	\$ 3,943,002
Public Open Spaces	4,429,627	231,363	112,374	(569,169)	4,204,195
Roads	4,360,225	1,547,001	133,104	(180,201)	5,860,129
Sewer	3,779,741	1,277,603	114,272	(91,132)	5,080,484
Water	1,599,820	373,028	43,815	(203,065)	1,813,598
	<u>\$17,579,002</u>	<u>\$ 3,868,539</u>	<u>\$ 497,434</u>	<u>\$ (1,043,567)</u>	<u>\$ 20,901,408</u>

### 5. Accumulated surplus:

Accumulated surplus is distributed as follows:

	2019	2018
Operating surplus		
General	\$ 1,384,614	\$ 1,375,798
Sewer & Drainage	1,151,222	1,147,115
Water	1,411,047	1,403,587
	<u>3,946,883</u>	<u>3,926,500</u>
Equity in tangible capital assets		
General	205,236,567	204,063,676
Sewer & Drainage	31,522,691	30,846,489
Water	23,409,920	23,032,357
	<u>260,169,178</u>	<u>257,942,522</u>
Reserves (Schedule 1)		
Statutory reserves	10,039,764	8,964,086
Non-statutory reserves	31,942,541	25,959,140
	<u>41,982,305</u>	<u>34,923,226</u>
	<u>\$ 306,098,366</u>	<u>\$ 296,792,248</u>

### 6. Property tax revenue:

In addition to its own tax levies, the City is required to levy taxes on behalf of various other taxing authorities. These include the provincial government for local school taxes, and organizations providing regional services in which the Municipality has become a member. Total tax levies were comprised as follows:

	2019 Financial Plan	2019	2018
City property taxes	\$ 29,191,145	\$ 29,026,233	\$ 26,952,217
Grants in lieu of taxes	575,990	575,278	551,936
	<u>29,767,135</u>	<u>29,601,511</u>	<u>27,504,153</u>
Levies for other organizations			
School taxes		15,264,836	14,308,048
TransLink		3,161,991	2,872,013
British Columbia Assessment Authority		467,974	440,504
Metro Vancouver		461,938	473,148
Downtown Langley Merchants Assoc.		465,398	443,237
Municipal Finance Authority		2,311	1,991
Total collections for others		<u>19,824,448</u>	<u>18,538,941</u>
		<u>\$ 49,425,959</u>	<u>\$ 46,043,094</u>

# CITY OF LANGLEY

## Notes to the Consolidated Financial Statements

Year ended December 31, 2019 with comparative figures for 2018

### 7. Government transfers:

	2019 Financial Plan	2019	2018
Federal Government			
Community works fund	\$ 133,880	\$ 266,475	\$ 133,883
	133,880	266,475	133,883
Provincial Government			
Hotel tax revenue	170,000	200,269	171,404
Carbon tax revenue sharing	20,500	22,809	20,498
Traffic fine revenue sharing	450,000	475,823	452,388
Infrastructure funding	-	-	108,649
	640,500	698,901	752,939
Municipalities and Regional Authorities			
Police capital adjustment	40,200	49,423	40,227
Langley Youth & Family Services	371,160	363,221	356,090
Emergency preparedness	36,700	16,512	20,682
Major road network	633,000	645,000	641,000
Infrastructure funding	-	166,000	8,896
	1,081,060	1,240,156	1,066,895
	\$ 1,855,440	\$ 2,205,532	\$ 1,953,717

### 8. Trust funds:

The City has excluded the following trust funds and associated cash and accounts receivable from the Consolidated Statement of Financial Position and related interest earnings and transactions from the Consolidated Statement of Operations:

	2019	2018
Langley Christmas Bureau	\$ 214,826	\$ 280,265
Refundable deposits	11,662,955	14,278,015
Road bond reserve	41,350	41,350
GVS & DD development cost charges	206,607	100,265
	\$ 12,125,738	\$ 14,699,895

These funds were received from the public for specific purposes or are deposited by developers and held by the City until all aspects for the development permit have been fulfilled.

### 9. Expenditures and expenses by object (Schedules 2 & 3):

	2019			2018
	Operations	Capital	Total	Total
Salaries & benefits	\$ 14,350,873	\$ 300,709	\$ 14,651,582	\$ 13,566,848
Goods and services	27,042,687	6,582,686	33,625,373	38,400,188
Contributed tangible capital assets	-	1,341,637	1,341,637	1,117,743
Total expenditures	41,393,560	8,225,032	49,618,592	53,084,779
Amortization	5,959,166	-	5,959,166	5,657,083
Total expenditures & expenses	\$ 47,352,726	\$ 8,225,032	\$ 55,577,758	\$ 58,741,862

# **CITY OF LANGLEY**

## **Notes to the Consolidated Financial Statements**

**Year ended December 31, 2019 with comparative figures for 2018**

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### **10. Municipal pension plan:**

The employer and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2018, the plan has about 205,000 active members and approximately 101,000 retired members. Active members include approximately 40,000 contributors from local governments.

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 valuation for the Municipal Pension Plan as at December 31, 2018, indicated a \$2,866 million funding surplus for basic pension benefits on a going concern basis.

The City of Langley paid \$1,080,498 (2018 - \$1,038,327) for employer contributions while employees contributed \$898,597 (2018 - \$846,894) to the plan in fiscal 2019.

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, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plan.

### **11. Contingent liabilities:**

A number of legal claims have been initiated against the City in varying and unspecified amounts. As none of the claims are likely to be successful and/or can not be reasonably estimated, no provisions have been recorded in the financial statements.

# CITY OF LANGLEY

## Notes to the Consolidated Financial Statements

Year ended December 31, 2019 with comparative figures for 2018

### 12. Financial plan:

The financial plan reported on the Consolidated Statement of Operations represents the Financial Plan and Capital Improvement Plan bylaw adopted by City Council on March 11, 2019 and does not reflect any amendments approved after the original adoption.

The following reconciles the balanced statutory financial plan and the financial plan surplus reported on the Consolidated Statement of Operations.

	<b>Financial Plan</b>
Surplus as per Financial Plan Bylaw No. 3099	\$ -
Capital asset additions	7,470,250
Transfer to non-statutory reserves	9,249,825
Transfer to statutory reserves	1,644,970
Amortization expense	(5,541,940)
Transfer from non-statutory reserves	(7,783,965)
Transfer from statutory reserves	(1,775,900)
Transfer from surplus	(340,000)
Financial Plan Surplus as per Consolidated Statement of Operations	<u>\$ 2,923,240</u>

### 13. Contractual rights:

#### (A) Developer contributions:

The City has entered into a number of public works development agreements which require the developers to contribute various infrastructure assets to the City, including roads and underground utilities. The timing and extent of these future contributions vary depending on development activity and fair value of the assets received at time of contribution, which cannot be determined with certainty at this time.

#### (B) Gaming proceeds:

The City has a Host Financial Assistance Agreement with the Province of BC where the Province has agreed that 10% of the net gaming income from the Cascades Casino will be paid to the City of Langley, as financial assistance, for any purpose that would be of public benefit to the city. In 2019, the City recognized \$7,490,986 in revenues from the Province. Due to COVID-19 the casino has been temporarily closed so the 2020 revenues are expected to decline.

# CITY OF LANGLEY

## Notes to the Consolidated Financial Statements

Year ended December 31, 2019 with comparative figures for 2018

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### 14. Subsequent events:

#### (A) COVID-19

Subsequent to year end, the impact of COVID-19 in Canada and on the global economy increased significantly. As the impacts of COVID-19 continue, there could be further impact on the City, its citizens, employees, suppliers and other third party business associates that could impact the timing and amounts realized on the City's assets and future ability to deliver services and projects. At this time, the full potential impact of COVID-19 on the City is not known. Although the disruption from the virus is expected to be temporary, given the dynamic nature of these circumstances, the duration of disruption and the related financial impact cannot be reasonably estimated at this time. The City's ability to continue delivering non-essential services and employ related staff, will depend on the legislative mandates from the various levels of government. The City will continue to focus on collecting receivables, managing expenditures, and leveraging existing reserves and available credit facilities to ensure it is able to continue providing essential services to its citizens.

#### (B) RCMP - Earned Retirement Benefits

On May 15, 2020, the Province of BC notified the City that they have agreed to pay the RCMP members' entitlement to accumulate severance pay for voluntary resignations and retirements as of March 31, 2012. This agreement creates an outstanding obligation of \$775,140 that must be paid by the City to the Province of BC by March 31, 2032. As the information was not known at year end and received subsequent to year end, no provision has been recorded in the consolidated financial statements.

# CITY OF LANGLEY

## Schedule 1

### Consolidated Schedule of Statutory and Non-statutory Reserves

Year ended December 31, 2019

Statutory Reserves	Balance at Dec. 31, 2018	Developer Contributions	Internal Transfer Additions	Interest	Internal Transfer Expenditures	Operational Expenditures	Capital Asset Additions	Balance at Dec. 31, 2019
Capital Works	\$ 6,042,155	\$ -	\$ 1,424,450	\$ 165,975	\$ -	\$ (336,905)	\$ (514,693)	\$ 6,780,982
Equipment Replacement-Fire Dept.	695,997	-	55,000	18,548	-	-	(9,320)	760,225
Lane Development	264,750	-	-	6,829	-	-	-	271,579
Machinery Replacement	1,378,143	-	467,222	35,111	-	-	(292,620)	1,587,856
Off-Street Parking	271,812	-	12,785	7,131	-	-	-	291,728
Office Equipment Replacement	19,643	-	46,500	1,066	-	-	(45,358)	21,851
Parks and Recreation	253,168	-	177,500	7,915	-	(72,669)	(79,780)	286,134
P&R Future Projects	38,418	-	-	991	-	-	-	39,409
<b>Total</b>	<b>\$ 8,964,086</b>	<b>\$ -</b>	<b>\$ 2,183,457</b>	<b>\$ 243,566</b>	<b>\$ -</b>	<b>\$ (409,574)</b>	<b>\$ (941,771)</b>	<b>\$ 10,039,764</b>

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Non-statutory Reserves	Balance at Dec. 31, 2018	Developer Contributions	Internal Transfers Additions	Interest	Internal Transfer Expenditures	Operational Expenditures	Capital Asset Additions	Balance at Dec. 31, 2019
Community Works	\$ 11,985	\$ -	\$ 266,474	\$ 2,272	\$ -	\$ -	\$ (133,800)	\$ 146,931
Future Policing Costs	3,114,274	-	382,370	80,270	-	-	(92,258)	3,484,656
Gaming Proceeds	12,260,304	-	7,490,986	358,728	(654,433)	(517,382)	(3,510,731)	15,427,472
Major Road Network Rehab	1,500,008	-	342,082	38,713	-	-	-	1,880,803
Prosperity Fund	1,350,000	-	525,000	34,820	-	-	-	1,909,820
Sewer Future Capital	908,574	-	500,000	29,136	-	(14,124)	(251,240)	1,172,346
Sewer Insurance Claims	32,559	-	-	840	-	-	-	33,399
Special Bonds	4,822,558	94,085	-	125,099	-	-	(55,711)	4,986,031
Tax Stabilization	347,095	-	1,000,000	8,952	-	-	-	1,356,047
Water Future Capital	1,611,783	-	740,000	44,383	-	(209,568)	(641,562)	1,545,036
<b>Total</b>	<b>\$ 25,959,140</b>	<b>\$ 94,085</b>	<b>\$ 11,246,912</b>	<b>\$ 723,213</b>	<b>\$ (654,433)</b>	<b>\$ (741,074)</b>	<b>\$ (4,685,302)</b>	<b>\$ 31,942,541</b>



# CITY OF LANGLEY

## Schedule 2

### Consolidated Report of Segmented Revenues and Expenses

Year ended December 31, 2019

	2019 Financial Plan	General government	Police service	Fire service	Other protective services	Engineering operations	Water utility	Sewer & drainage utility	Development services	Solid waste	Recreation services	Parks	2019
Note 12													
<b>Revenue</b>													
Property tax revenue	\$ 29,767,135	\$ 29,601,511	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 29,601,511
User fees and other revenue	13,343,245	1,415,487	1,555	9,557	75,262	226,899	4,942,624	4,078,808	1,851,231	680,642	9,287	119,616	13,410,988
Gaming proceeds	7,200,000	7,490,986	-	-	-	-	-	-	-	-	-	-	7,490,986
Government transfers	1,855,440	266,475	525,246	-	379,734	811,000	-	-	223,077	-	-	-	2,205,532
Investment earnings	714,500	1,596,503	-	-	-	-	-	-	-	-	-	-	1,596,503
Use of development cost charges	757,350	-	-	-	-	180,201	203,065	91,132	-	-	-	569,169	1,043,567
Gain (loss) on disposal of capital assets	-	-	-	-	-	(2,277)	(18,676)	(9,060)	-	-	-	(1,847)	(31,860)
Contributed infrastructure	-	-	-	-	-	822,437	88,600	430,600	-	-	-	-	1,341,637
<b>Total Revenue</b>	<b>53,637,670</b>	<b>40,370,962</b>	<b>526,801</b>	<b>9,557</b>	<b>454,996</b>	<b>2,038,260</b>	<b>5,215,613</b>	<b>4,591,480</b>	<b>2,074,308</b>	<b>680,642</b>	<b>9,287</b>	<b>686,938</b>	<b>56,658,844</b>
<b>Expenses</b>													
Operating													
Salaries & benefits	15,861,065	3,054,104	10,007	3,895,057	101,022	1,841,276	568,719	398,280	983,876	19,999	2,280,109	1,198,424	14,350,873
Goods and services	29,311,425	1,854,195	12,017,963	715,021	704,152	1,834,641	3,114,332	2,643,220	565,866	663,061	1,975,266	954,970	27,042,687
	45,172,490	4,908,299	12,027,970	4,610,078	805,174	3,675,917	3,683,051	3,041,500	1,549,742	683,060	4,255,375	2,153,394	41,393,560
Amortization	5,541,940	601,674	79,328	297,467	-	2,459,465	433,204	603,534	29,639	-	801,251	653,604	5,959,166
<b>Total Expenses</b>	<b>50,714,430</b>	<b>5,509,973</b>	<b>12,107,298</b>	<b>4,907,545</b>	<b>805,174</b>	<b>6,135,382</b>	<b>4,116,255</b>	<b>3,645,034</b>	<b>1,579,381</b>	<b>683,060</b>	<b>5,056,626</b>	<b>2,806,998</b>	<b>47,352,726</b>
<b>Annual Surplus (Deficit)</b>	<b>\$ 2,923,240</b>	<b>\$ 34,860,989</b>	<b>\$ (11,580,497)</b>	<b>\$ (4,897,988)</b>	<b>\$ (350,178)</b>	<b>\$ (4,097,122)</b>	<b>\$ 1,099,358</b>	<b>\$ 946,446</b>	<b>\$ 494,927</b>	<b>\$ (2,418)</b>	<b>\$ (5,047,339)</b>	<b>\$ (2,120,060)</b>	<b>\$ 9,306,118</b>



# CITY OF LANGLEY

## Schedule 3

### Consolidated Report of Segmented Revenues and Expenses

Year ended December 31, 2018

	2018 Financial Plan	General government	Police service	Fire service	Other protective services	Engineering operations	Water utility	Sewer & drainage utility	Development services	Solid waste	Recreation services	Parks	2018
<b>Revenue</b>													
Property tax revenue	\$27,661,540	\$27,504,153	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$27,504,153
User fees and other revenue	11,756,070	2,895,844	1,625	1,263	38,094	512,915	5,023,167	4,085,835	2,021,028	663,101	98,331	431,491	15,772,894
Gaming proceeds	6,800,000	7,314,631	-	-	-	-	-	-	-	-	357,965	80,000	7,752,596
Government transfers	1,754,190	123,883	492,615	2,600	376,772	745,945	20,000	-	191,902	-	-	-	1,953,717
Investment earnings	607,350	1,186,465	-	-	-	-	-	-	-	-	-	-	1,186,465
Use of development cost charges	1,098,900	-	-	-	-	180,661	-	144,071	-	-	-	-	797,718
Gain (loss) on disposal of capital assets	-	-	-	(31,418)	-	475,071	(12,954)	-	-	-	-	(9,805)	420,894
Contributed infrastructure	-	-	-	-	-	699,719	126,299	291,725	-	-	-	-	1,117,743
<b>Total Revenue</b>	<b>49,678,050</b>	<b>39,024,976</b>	<b>494,240</b>	<b>(27,555)</b>	<b>414,866</b>	<b>2,614,311</b>	<b>5,166,512</b>	<b>4,521,631</b>	<b>2,212,930</b>	<b>663,101</b>	<b>456,296</b>	<b>974,672</b>	<b>56,505,980</b>
<b>Expenses</b>													
Operating													
Salaries & benefits	14,338,370	2,865,098	6,650	3,567,145	108,548	1,605,381	526,454	380,121	804,824	15,712	2,244,948	1,169,440	13,294,321
Goods and services	26,920,095	1,854,606	11,914,980	575,173	889,512	2,015,757	3,026,641	2,724,758	326,534	639,803	1,736,979	994,294	28,299,037
	41,258,465	4,519,704	11,921,630	4,142,318	798,060	3,621,138	3,553,095	3,104,879	1,131,358	655,515	3,981,927	2,163,734	39,593,358
Amortization	5,278,040	607,179	82,722	294,147	-	2,199,430	435,820	605,526	28,589	-	802,136	601,534	5,657,083
<b>Total Expenses</b>	<b>46,536,505</b>	<b>5,126,883</b>	<b>12,004,352</b>	<b>4,436,465</b>	<b>798,060</b>	<b>5,820,568</b>	<b>3,988,915</b>	<b>3,710,405</b>	<b>1,159,947</b>	<b>655,515</b>	<b>4,784,063</b>	<b>2,765,268</b>	<b>45,250,441</b>
<b>Annual Surplus (Deficit)</b>	<b>\$ 3,141,545</b>	<b>\$33,898,093</b>	<b>\$(11,510,112)</b>	<b>\$(4,464,020)</b>	<b>\$ (383,194)</b>	<b>\$(3,206,257)</b>	<b>\$ 1,167,597</b>	<b>\$ 811,226</b>	<b>\$ 1,052,983</b>	<b>\$ 7,586</b>	<b>\$(4,327,767)</b>	<b>\$(1,790,596)</b>	<b>\$11,255,539</b>

# CITY OF LANGLEY

## Schedule 4

### Schedule of Tangible Capital Assets

Year ended December 31, 2019 with comparative figures for 2018

2019	Land	Land Improvements	Buildings	Vehicles	Furniture & Equipment	Transportation Infrastructure	Sewer & Drainage Infrastructure	Water Infrastructure	Total
<b>Historical cost<sup>1</sup></b>									
Opening cost	\$ 66,754,749	\$ 12,905,511	\$ 41,473,040	\$ 8,028,462	\$ 8,043,507	\$ 140,139,365	\$ 48,628,697	\$ 33,321,837	\$ 359,295,168
Additions	-	1,263,281	423,972	301,940	584,606	3,544,817	1,284,945	821,471	8,225,032
Disposals	-	-	-	(73,847)	-	(155,991)	(21,241)	(24,618)	(275,697)
	66,754,749	14,168,792	41,897,012	8,256,555	8,628,113	143,528,191	49,892,401	34,118,690	367,244,503
<b>Accumulated amortization</b>									
Opening balance	-	4,455,633	16,722,323	4,206,410	5,581,196	42,315,396	17,782,208	10,289,480	101,352,646
Amortization expense	-	473,696	1,516,210	433,389	329,338	2,181,618	599,683	425,232	5,959,166
Disposals	-	-	-	(63,551)	-	(154,813)	(12,181)	(5,942)	(236,487)
	-	4,929,329	18,238,533	4,576,248	5,910,534	44,342,201	18,369,710	10,708,770	107,075,325
<b>Net book value</b>	<b>\$ 66,754,749</b>	<b>\$ 9,239,463</b>	<b>\$ 23,658,479</b>	<b>\$ 3,680,307</b>	<b>\$ 2,717,579</b>	<b>\$ 99,185,990</b>	<b>\$ 31,522,691</b>	<b>\$ 23,409,920</b>	<b>\$ 260,169,178</b>

2018	Land	Land Improvements	Buildings	Vehicles	Furniture & Equipment	Transportation Infrastructure	Sewer & Drainage Infrastructure	Water Infrastructure	Total
<b>Historical cost<sup>1</sup></b>									
Opening cost	\$ 66,541,381	\$ 10,755,320	\$ 40,705,836	\$ 7,803,792	\$ 7,901,085	\$ 134,896,478	\$ 45,668,335	\$ 32,596,925	\$ 346,869,152
Additions	217,879	2,150,191	767,204	813,802	142,422	5,613,980	3,009,258	776,685	13,491,421
Disposals	(4,511)	-	-	(589,132)	-	(371,093)	(48,896)	(51,773)	(1,065,405)
	66,754,749	12,905,511	41,473,040	8,028,462	8,043,507	140,139,365	48,628,697	33,321,837	359,295,168
<b>Accumulated amortization</b>									
Opening balance	-	4,019,405	15,214,968	4,321,770	5,217,002	40,648,155	17,229,532	9,900,348	96,551,180
Amortization expense	-	436,228	1,507,355	396,252	364,194	1,923,531	601,572	427,951	5,657,083
Disposals	-	-	-	(511,612)	-	(256,290)	(48,896)	(38,819)	(855,617)
	-	4,455,633	16,722,323	4,206,410	5,581,196	42,315,396	17,782,208	10,289,480	101,352,646
<b>Net book value</b>	<b>\$ 66,754,749</b>	<b>\$ 8,449,878</b>	<b>\$ 24,750,717</b>	<b>\$ 3,822,052</b>	<b>\$ 2,462,311</b>	<b>\$ 97,823,969</b>	<b>\$ 30,846,489</b>	<b>\$ 23,032,357</b>	<b>\$ 257,942,522</b>

<sup>1</sup>Included in historical cost are assets under construction with a total cost of \$38,165,118 (2018 - \$44,739,249). No amortization has been recorded on these assets as they are in progress and not complete at year-end.



# ZONING BYLAW, 1996, No. 2100 AMENDMENT NO. 167, 2020, BYLAW No. 3125 DEVELOPMENT PERMIT APPLICATION DP 01-20

To consider a Rezoning Application and Development Permit Application from Weststone Properties Ltd. to accommodate a 4-storey, 92-unit rental apartment development.

The subject properties are currently zoned RS1 Single Family Residential Zone in Zoning Bylaw No. 2100 and designated “High Density Residential” in the Official Community Plan. All lands designated “High Density Residential” are subject to a Development Permit to address building form and character.

## **Background Information:**

<b>Applicant:</b>	Weststone Properties Ltd.
<b>Owners:</b>	C. Purba, M. Birring, G. Dosanjh; J. Kaye, T. Bantassios; S. Danilchuk, I. Danilchuk; N. Liu; F. Pownall; J. Husereau, M. Oscar, G. Briere; R. Singh; R. Berlinguette, L. Berlinguette, K. Duggan-Lambert
<b>Civic Addresses:</b>	5326, 5334, 5340, 5360 – 200 Street; 5321, 5331, 5341, 5361 – 200A Street
<b>Legal Description:</b>	Lots 287, 288, 289, District Lot 305, Group 2, New Westminster District, Plan 427737; Lots 292, 293, 294, District Lot 305, Group 2, New Westminster District, Plan 42982; Lot 44, District Lot 305, Group 2, New Westminster District, Plan 31810; Lot 93, District Lot 305, Group 2, New Westminster District, Plan 33845
<b>Site Area:</b>	4,880 m <sup>2</sup> (1.206 acres)
<b>Number of Units:</b>	92 apartments
<b>Density:</b>	188.5 units/ha (76.3 units/acre)
<b>Gross Floor Area:</b>	8,309 m <sup>2</sup> (89,438 sq ft)
<b>Floor Space Ratio:</b>	1.703
<b>Lot Coverage:</b>	43.0%
<b>Total Parking Required:</b>	135 spaces (including 7 h/c spaces)
<b>Parking Provided:</b>	
<b>Resident</b>	116 spaces
<b>Visitor</b>	19 spaces
<b>Total</b>	135 spaces (including 7 h/c spaces)
<b>OCP Designation:</b>	High Density Residential (HDR)

<b>Existing Zoning:</b>	RS1 Single Family Residential
<b>Proposed Zoning:</b>	RM3 High Density Residential
<b>Variances Requested:</b>	Setbacks – 6.0 m (7.5 m min.) all sides Lot Coverage – 43% (40% max.) Visitor Parking - underground (surface)
<b>Development Cost Charges:</b>	\$1,147,767.00 (City - \$731,236.00, GVS&DD - \$281,336.00, TransLink - \$93,600.00, SD35 - \$41,595.00)
<b>Community Amenity Charges:</b>	\$184,000.00



**ZONING BYLAW, 1996, No. 2100  
AMENDMENT No. 167**

**BYLAW No. 3125**

A Bylaw to amend City of Langley Zoning Bylaw, 1996, No. 2100 to rezone the properties located at 5326, 5334, 5340, 5360 – 200 Street; 5321, 5331, 5341, 5361 – 200A Street to the RM3 (Multiple Residential High Density) Zone.

WHEREAS the *Local Government Act* authorizes a local government to zone areas of a municipality and to make regulations pursuant to zoning;

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

**1. Title**

This bylaw shall be cited as the “Zoning Bylaw 1996, No. 2100 Amendment No. 167, 2020, No. 3125”.

**2. Amendment**

Bylaw No. 2100, cited as the “Zoning Bylaw, 1996, No. 2100” is hereby amended by changing the zone classification of:

- (a) PID: 006-534-716  
Lot 287, District Lot 305, Group 2, New Westminster District, Plan 427737
- (b) PID: 006-534-724  
Lot 288, District Lot 305, Group 2, New Westminster District, Plan 427737
- (c) PID: 000-559-865  
Lot 289, District Lot 305, Group 2, New Westminster District, Plan 427737
- (d) PID: 004-387-813  
Lot 292, District Lot 305, Group 2, New Westminster District, Plan 42982
- (e) PID: 002-494-108  
Lot 293, District Lot 305, Group 2, New Westminster District, Plan 42982

- (f) PID: 002-856-891  
Lot 294, District Lot 305, Group 2, New Westminster District, Plan 42982
- (g) PID: 006-678-980  
Lot 44, District Lot 305, Group 2, New Westminster District, Plan 31810
- (h) PID: 001-766-015  
Lot 93, District Lot 305, Group 2, New Westminster District, Plan 33845

from the RS1 Single Family Residential Zone to the RM3 Multiple Residential High Density Zone in Schedule "A" – Official Zoning Map.

READ A FIRST AND SECOND TIME this eleventh day of May, 2020.

The PUBLIC HEARING was waived, pursuant to Section 464 and 467 of the *Local Government Act* this eleventh day of May, 2020.

READ A THIRD TIME this -- day of --, 2020.

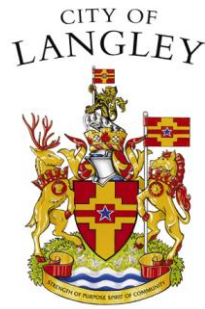
FINALLY ADOPTED this -- day of --, 2020.

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**MAYOR**

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**CORPORATE OFFICER**



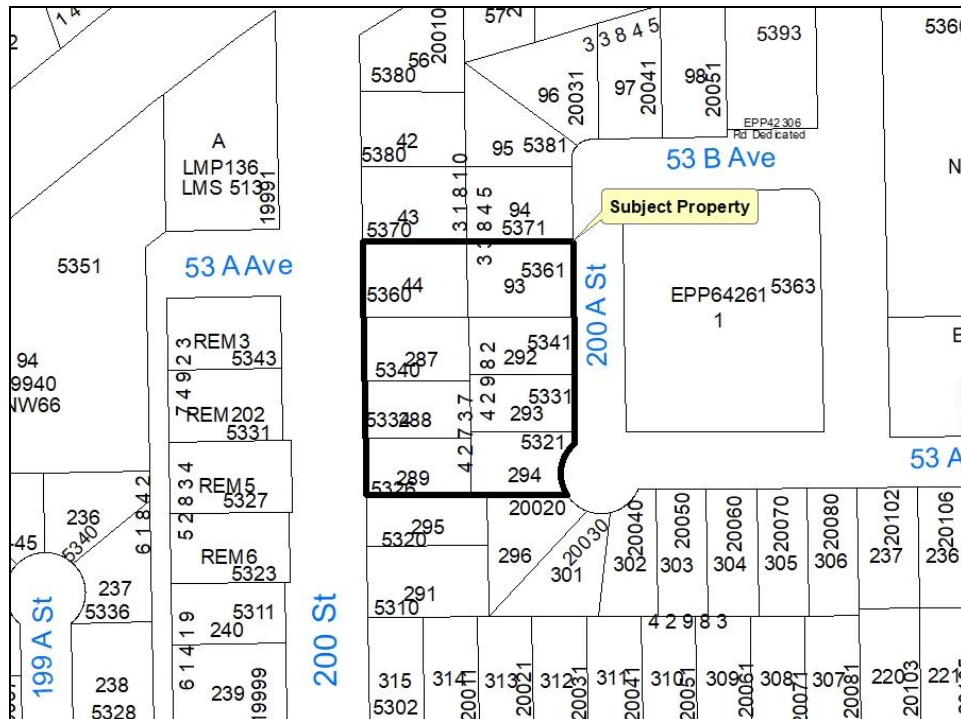
## REZONING APPLICATION RZ 01-20 DEVELOPMENT PERMIT APPLICATION DP 01-20

**Civic Address:** 5326, 5334, 5340, 5360 – 200 Street;  
5321, 5331, 5341, 5361 – 200A Street

**Legal Description:** Lots 287, 288, 289, District Lot 305, Group 2, New Westminster District, Plan 427737; Lots 292, 293, 294, District Lot 305, Group 2, New Westminster District, Plan 42982; Lot 44, District Lot 305, Group 2, New Westminster District, Plan 31810; Lot 93, District Lot 305, Group 2, New Westminster District, Plan 33845

**Applicant:** Weststone Properties Ltd.

**Owner:** C. Purba, M. Birring, G. Dosanjh; J. Kaye, T. Bantassios; S. Danilchuk, I. Danilchuk; N. Liu; F. Pownall; J. Husereau, M. Oscar, G. Briere; R. Singh; R. Berlinguette, L. Berlinguette, K. Duggan-Lambert





## EXPLANATORY MEMO

### Advisory Design Panel Recommendations - RZ 01-20/DP 01-20 April 29, 2020

On April 29, 2020 the Advisory Design Panel (ADP) reviewed the RZ 01-20 / DP 01-20 application, and provided the following recommendations (see attached minutes for further details):

1. Upgrade the entry area (stairs and ramp) on 200A Street;
2. Consider massing of corner elements to add a more robust look;
3. Consider more colour on façade;
4. Widen corridor between courtyard and lobby, and add additional bathroom to amenity space; and
5. Review turn radius in parkade.

On April 30, 2020 staff met with the applicant to discuss these recommendations, and the applicant submitted revised drawings (attached to the Rezoning Bylaw and Development Permit) on May 4, 2020. The applicant has responded to the ADP's recommendations in the following manner:

1. Upgrade the entry area (stairs and ramp) on 200A Street  
ADP discussion noted that the building entrance design on the 200A Street frontage could be upgraded to better match the design of the 200 Street frontage (which has 15-foot-wide stairs, for example) and present a grander, more welcoming entrance. Staff followed up with the applicant with an initial idea to upgrade the 200A entrance, by way of widening of the current 11-foot-wide entry stairs through moving the accessible ramp to the south. However, the applicant noted that moving the ramp to the south and widening the stairs to match the 200th staircase would be technically difficult, due to the location of a required storm water retention vault to the south and underground parkade to the north. Staff worked with the applicant to upgrade entrance area by instead pulling back the landscaping north of the stairs, adding enhanced parkade wall treatment and signage in lieu of this landscaping, and adding more paved area connecting the stairs to the sidewalk. This approach widens the entry to the staircase and opens up the staircase/sidewalk interface to create a visually broader, more welcoming entry. Through some minor adjustments the applicant was also able to slightly increase the width of these entry stairs (to 12 feet wide).
2. Consider massing of corner elements to add a more robust look

In response to this ADP recommendation the applicant has increased the thickness of the trim boards along the top edges of the roof and corners, to



create a more robust roof/cornice line. These trim boards are now 24 inches thick; previously the trim boards were 17 inches thick.

3. Consider more colour on the facade

ADP discussion noted a desire to add more colour variety to the building façade, although it was acknowledged by the ADP that specific colour direction could not be provided and that the applicant's colour scheme is part of the overall design concept. Staff also note that the OCP DP Guidelines do not include specific direction regarding the colour of building façades. In response the applicant added a dark coloured brick material to the façade of the amenity room, at the east end of the central courtyard, to provide more variety and improve the look of the façade.

4. Widen corridor between courtyard and lobby, and add additional bathroom to amenity space

Although this item was included in the ADP recommendation, given it is not a form and character item (ie. it is an interior design element) the ADP's intent was to only request the applicant consider widening the corridor and adding a bathroom. Following the ADP meeting, the applicant noted they did consider this suggestion, but decided to maintain the current interior design, as the corridor location is necessary to service a stairwell and provide enough floorspace for a usable amenity room and gym, and that an additional bathroom is not necessary given the anticipated volume of users. The applicant also noted that the corridor and entrance between the lobby and courtyard is intended for resident use only, hence the 'low key' entrance design and location in the courtyard. The applicant has, however, improved screening in the vicinity of the courtyard entrance to protect the privacy of an adjacent dwelling unit.

5. Review turn radius in parkade

The applicant has reviewed vehicle turn radius in the parkade to ensure there are functional turning movements between the visitor and resident parking sections.

Staff Commentary

Staff support the updates made by the applicant in response to ADP recommendations.



## MINUTES OF THE ADVISORY DESIGN PANEL MEETING

HELD VIA VIDEO CONFERENCE

WEDNESDAY, APRIL 29, 2020  
7:00 PM

**Present:**

Councillor Rudy Storteboom (Chair)  
Councillor Nathan Pachal (Vice-Chair)  
Rob Chorney  
Wendy Crowe  
Clark Kavolinas  
Mark Lesack  
Chad Neufeld  
Scott Thompson  
Heidi Tobler  
Ella van Enter  
Garth White  
S/Sgt. Don Davidson  
School Trustee Tony Ward

**Staff:**

Carl Johannsen, Director of Development Services  
Roy Beddow, Deputy Director of Development Services  
Kelly Kenney, Corporate Officer

**1) APPROVAL OF AGENDA**

MOVED BY Panel Member Thompson  
SECONDED BY Panel Member Kavolinas

THAT the agenda for the April 29, 2020 Advisory Design Panel be approved.

CARRIED

## 2) **ADP MEMBERS ORIENTATION**

Carl Johannsen, Director of Development Services, provided an orientation to Panel members, providing information on:

- Nexus of Community Plan
- Purpose of Official Community Plan (OCP)
- OCP: Key Sections
- OCP and Regional Growth Strategy
- OCP: Land Use Map
- OCP: Growth Management
- Residential Development
- Commercial and Industrial Development
- Current Development
- Development Permit Area Guidelines
- OCP Update
- SkyTrain
- Land Use Concept
- Purpose of Zoning Bylaw
- Zoning Bylaw Update
- Advisory Design Panel (ADP) Purpose
- ADP: Areas of Evaluation
- ADP: Accountability to Council
- ADP: Recommendations to Council
- Typical Application Process
- ADP & DP Guidelines – Current vs. New

Kelly Kenney, Corporate Officer, provided information to Panel members on meeting procedures and protocols.

Mr. Johannsen advised that tonight's PowerPoint presentation would be made available to members.

The meeting recessed at 7:47 pm.

The meeting resumed at 7:49 pm with the following individuals having joined the meeting:

- Mr. Lukas Wykpiś, Keystone Architecture
- Stephen Heller, VDZ Landscape Architecture
- Dale Regehr, Weststone Properties Ltd (President)
- Rob Workman, Weststone Properties Ltd
- Carly Leahey, Weststone Properties Ltd
- Eric Poxleitner, Architect, Keystone Architecture
- Heather Greene, Project Coordinator, Keystone Architecture

3) **REZONING APPLICATION RZ 01-20**  
**DEVELOPMENT PERMIT APPLICATION 01-20**  
5326, 5334, 5340, 5360 – 200 Street  
5321, 5331, 5341, 5361 – 200A Street  
Weststone Properties LTD.

The applicant, Mr. Lukas Wykpis, Keystone Architecture, introduced the following individuals also in attendance:

- Stephen Heller, VDZ Landscape Architecture
- Dale Regehr, Weststone Properties Ltd (President)
- Rob Workman, Weststone Properties Ltd
- Carly Leakey, Weststone Properties Ltd
- Eric Poxleitner, Architect, Keystone Architecture
- Heather Greene, Project Coordinator, Keystone Architecture

Carl Johannsen, Director of Development Services, provided a brief overview of the planning context for the proposed Rezoning and Development Permit applications.

Mr. Wykpis presented the application, providing an overview of the building with details on the following:

- context plans;
- site plan;
- P1 level plan;
- 1<sup>st</sup> level floor plan (2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> levels same layout).

Mr. Poxleitner spoke to the following:

- building elevations;
- renderings of north-west corner from 200<sup>th</sup> Street and west side from 200<sup>th</sup> Street;
- renderings of main entrance and south-east corner of building.

Mr. Heller spoke to the following:

- landscape site plan;
- planting plan;
- courtyard amenity plan.

Mr. Wykpis spoke to the following:

- CPTED principles;
- sustainability principles;
- OCP requirements.

In response to questions from Panel members, the applicant advised that:

- the building was named after one of the owner's children;
- top of grade from ground level is 1.4m on 200 St. side and approximately the same on 200A St. side;
- HD quality security cameras will be installed;
- mailroom will have steel door, accessible only with key fob and will have security cameras inside and outside the room
- property manager has experience managing rental buildings; going forward Weststone Properties Ltd looking at managing buildings themselves;
- five accessible units is not a building requirement but was requested by City staff;
- bike racks are missing from the layout plan, but will be located close to the two entrances for visitors and public to use;
- the building is fully purpose built rental;
- urban agriculture amenity was considered; however, the owner chose different amenities for the site;
- deep rooted street trees will be chosen with installation of root barrier as standard part of root insulation to prevent roots displacing concrete;
- the building's owner will be responsible for snow removal to ensure it is done properly;
- there is no specific target demographic for the building;
- LED lighting will be used throughout the site and will be dark sky compliant to ensure light from the building does not impact surrounding developments;
- property dedication of 2.55 m along the 200 St. frontage is required to allow enough space for construction of a multi-use pathway in the future; cash in lieu received once other properties to the north and south of the development are built will be used to construct the multi-use pathway; in the interim sidewalk and street trees will be constructed with this development;
- requested setback variance reflects new Zoning Bylaw best practices; lot coverage variance is a technical variance as it exceeds maximum permitted by only 3%; visitor parking variance requested to put visitor parking underground, current bylaw requires it to be on surface; all variances are in keeping with the new OCP;
- building could be 5 stories, applicant chose 4 stories in consideration of lot size and shape with two street frontages;
- building shadow study is not a requirement of the City; orientation of courtyard will be conducive to afternoon light;
- parkade level cannot be lowered due to geotechnical considerations;
- applicant will look to address potential maneuverability issue with ramp to parkade.

Panel members provided further comments to the applicant regarding the following:

- 200A Street entrance could be improved to be grander and more welcoming;
- architectural elements on the building corners could be improved to make them more robust in keeping with whole building;
- façade colour scheme could be improved by adding some colour/variety.

Mr. Wykpis, Mr. Heller, Mr. Regehr, Mr. Workman, Mr. Leakey, Mr. Poxleitner and Ms. Greene left the meeting.

Panel members provided further comments as follows:

- suggestion not to program the entire children's play area; in response staff advised that the City will look to add more detail to the City's development guidelines with respect to play structures;
- suggestion that it's incumbent on the City to ensure streetscape and pedestrian corridors are appropriate for high density in the area; in response staff advised that engineering staff are updating the Subdivision and Development Servicing Bylaw to ensure sidewalks are multi-use and pedestrian friendly;
- suggestion that there be an additional bathroom between the two amenity spaces.

In response to questions from Panel members, staff advised that:

- the civil design for the interim 200 St. boulevard treatment has not yet been completed and reviewed by Engineering staff but would follow existing building specifications with respect to sidewalk and boulevard widths and street trees. Staff indicated they could provide information to the Panel on what it will look like;
- although the City can't regulate interior building design under the Development Permit process, the applicant did acknowledge the concerns raised with respect to the corridor connecting the lobby area with the interior amenity spaces.

MOVED BY Panel Member Lesack  
SECONDED BY Panel Member Kavolinas

THAT:

1. The staff report dated April 23, 2020 be received for information; and
2. The Advisory Design Panel recommends the applicant give further consideration to the following prior to the application proceeding to Council:
  - Upgrade entry area (stairs and ramp) on 200A;
  - Consider massing of corner elements to add to a more robust look;
  - Consider more colour on façade;
  - Widen corridor between courtyard and lobby, and add additional bathroom to amenity space;
  - Review turn radius in parkade.

CARRIED

4) **NEXT MEETING:**

June 10, 2020 (Tentative)

6) **ADJOURNMENT**

MOVED BY Panel Member Kavolinas  
SECONDED BY Panel Member White

THAT the meeting adjourn at 9:06pm.

CARRIED

*Rudy Storteboom*

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**ADVISORY DESIGN PANEL CHAIR**



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**DIRECTOR OF DEVELOPMENT SERVICES**

*Certified Correct*



# ADVISORY DESIGN PANEL REPORT

To: **Advisory Design Panel**

Subject: **Rezoning Application RZ 01-20  
Development Permit Application DP 01-20**

From: Roy M. Beddow, RPP, MCIP

File #: 6620.00  
Bylaw #: 3125  
Doc #:

Date: April 23, 2020

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## RECOMMENDATION:

THAT this report be received for information.

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## PURPOSE OF REPORT:

To consider a rezoning and Development Permit applications by Weststone Properties Ltd. for a 4-storey, 92-unit rental apartment development.

## POLICY:

The subject properties are currently zoned RS1 Single Family Residential in Zoning Bylaw No. 2100 and designated "High Density Residential" in the Official Community Plan Land Use Designation Map. All lands designated for multifamily residential use are subject to a Development Permit (DP) to address building form and character.

## COMMENTS/ANALYSIS:

### Background Information:

**Applicant:**  
**Owners:**

Weststone Properties Ltd.  
C. Purba, M. Birring, G. Dosanjh; J. Kaye,  
T. Bantassios; S. Danilchuk, I. Danilchuk;  
N. Liu; F. Pownall; J. Husereau, M. Oscar,  
G. Briere; R. Singh; R. Berlinguette, L.



<b>Civic Addresses:</b>	Berlinguette, K. Duggan-Lambert 5326, 5334, 5340, 5360 – 200 Street; 5321, 5331, 5341, 5361 – 200A Street
<b>Legal Description:</b>	Lots 287, 288, 289, District Lot 305, Group 2, New Westminster District, Plan 427737; Lots 292, 293, 294, District Lot 305, Group 2, New Westminster District, Plan 42982; Lot 44, District Lot 305, Group 2, New Westminster District, Plan 31810; Lot 93, District Lot 305, Group 2, New Westminster District, Plan 33845
<b>Site Area:</b>	4,880 m <sup>2</sup> (1.206 acres)
<b>Number of Units:</b>	92 apartments
<b>Density:</b>	188.5 units/ha (76.3 units/acre)
<b>Gross Floor Area:</b>	8,309 m <sup>2</sup> (89,438 sq ft)
<b>Floor Space Ratio:</b>	1.703
<b>Lot Coverage:</b>	43.0%
<b>Total Parking Required:</b>	135 spaces (including 7 h/c spaces)
<b>Parking Provided:</b>	
<b>Resident</b>	116 spaces
<b>Visitor</b>	19 spaces
<b>Total</b>	135 spaces (including 7 h/c spaces)
<b>OCP Designation:</b>	High Density Residential (HDR)
<b>Existing Zoning:</b>	RS1 Single Family Residential
<b>Proposed Zoning:</b>	RM3 High Density Residential
<b>Variances Requested:</b>	Setbacks – 6.0 m (7.5 m min.) all sides Lot Coverage – 43 % (40 % max.) Visitor Parking - underground (surface)
<b>Development Cost Charges:</b>	\$1,147,767.00 (City - \$731,236.00, GVS&DD - \$281,336.00, TransLink - \$93,600.00, SD35 - \$41,595.00)
<b>Community Amenity Contributions (CACs):</b>	\$184,000.00

### **Discussion:**

#### **1. Context**

The applicant is proposing to develop a 4-storey, 92-unit rental apartment building on a site comprised of eight single family lots located between 200 Street and 200A Street. The properties form part of an L-shaped block of single-family homes that has been the focus of intensive property acquisition

and land assembly activities by developers over the past two years. The western edge of the site is defined by 200 Street, a busy 4-lane arterial road with transit service and sidewalk connections to Nicomekl Elementary School and the Nicomekl River floodplain. Across 200 Street to the west are some older single-family homes, fourplexes and the 3-storey Catherine Court townhouse complex. East of the site within the interior of the L-shaped block are three recent apartment developments:

- Meridian – 5-Storey, 90-Unit Rental (2017)
- The Point – 4-Storey, 98-Unit Rental (2019)
- Henley – 4-Storey, 48-Unit Condominium (2020)



*Recent Developments in the Area*

The site is well positioned with strong pedestrian connections to Downtown Langley and the planned 203 Street SkyTrain station (10-15 minute walk), Brydon Lagoon (10-15 minute walk) and the Nicomekl River trail network (5-10 minute walk).

## 2. Proposed Rezoning and the Official Community Plan (OCP)

The proposed rezoning is located on properties designated as High Density Residential (HDR) land use by the City's OCP, and this land use allows low-rise apartment buildings. The City is currently updating its OCP, and the proposed land use concept for the subject and surrounding properties is Low-Rise Residential. If this proposed land use is adopted by Council, this will allow the development of 4 to 6 storey apartment buildings in this area.

The proposed rezoning is consistent with the current OCP and proposed OCP land use concept.

## 3. Design

The applicant is proposing a U-shaped building embracing a west-facing courtyard to make the best use of this large (1.2 acre) site. The site was assembled, in consultation with City staff, to provide vehicular access from 200A Street since a driveway access to 200 Street is not considered desirable for safety or traffic flow. The applicant's choice of a west-facing courtyard was intended to maximize afternoon and early evening sun exposure to the units and the outdoor amenity areas. The courtyard area includes a communal patio with seating outside the amenity room and gym, a children's play area and a dog run.

The main building and parkade entrances are located on the east (200A Street) façade. The flat-roofed 4-storey building sits upon a single level of underground parking, and the building form and massing will fit in well with the anticipated future development of 4 to 6 storey apartment buildings on adjacent properties (as well as existing 4 to 5 storey apartments in the area).

The top of the parking structure projects above the grade of the site due to geotechnical conditions. The above-grade parkade wall has been designed to provide an attractive, highly landscaped interface with the public realm and sidewalks along the 200 Street and 200A Street frontages (west and east property lines). This interface includes stamped concrete pattern and colour treatments to add texture and character to exposed concrete wall elements around the entrance stairs and ramps. This interface also includes a tiered landscaping feature, with cedar plantings (to be 1.5 m high when planted) along the above-grade parkade wall, and lower shrubs between these cedars and the property line to provide a tiered or 'stepped-down' screening effect. This landscaping feature has a dedicated irrigation system to ensure the tiered foliage is healthy and robust. Staff support the applicant's approach to integrating the building frontages into the adjacent public realm along 200 and 200A Streets.

The building's facades are broken up through the vertical articulation of massing, balconies and roof elements. Exterior finishes and colours accentuate the articulation and lighten the upper floors. Materials include cementitious panels and siding, timber columns, concrete and concrete block retaining walls and planters, aluminum balcony railings and vinyl window frames.

Accessibility between the building entrances/open space and the 200 and 200A Street frontages is provided by ramps on both frontages, and locating the accessible parking spaces adjacent to the elevator core in the underground parkade.

Within the building unit sizes range from 535 square feet to 1,046 square feet. Forty (40) of the units are one bedroom types (1 BR or 1BR + Flex) and fifty-two (52) are two bedroom types (2 BR or 2BR + Flex). Tenant storage spaces are provided within the parkade and in storage rooms on floors 2-4. Indoor amenity space is provided on the 1<sup>st</sup> floor level in the form of an amenity room, fitness gym and theatre. All of the units have balconies or private ground level patios. Two elevators are provided to service the building.

#### 4. CPTED

The applicant's proposal benefited from a comprehensive Crime Prevention Through Environmental Design (CPTED) review by a qualified consultant whose recommendations were incorporated into the plans.

#### 5. Variances

The applicant has requested the following variances from RM3 zoning provisions as part of this development proposal:

- Setback reduction from 7.5 metres to 6.0 metres (all yards)
- Lot coverage (43%) exceeds maximum permitted (40%)
- Visitor parking spaces provided in parkade (rather than on surface)

The reduced setbacks are consistent with the proposed multifamily zone setbacks developed for the City's new zoning bylaw, which is intended to implement the new land uses being proposed as a part of the OCP Update. The additional lot coverage results from the provision, at the first floor level, of large indoor amenity areas (exceeding bylaw requirements), a manager's office and generous lobby and circulation areas. The visitor parking spaces are provided in a separate, secured portion of the underground parkade as the best solution for a site that lacks a rear lane from which visitor parking is



typically provided in a 90 degree configuration. Staff support the requested variances.

## 6. Summary

The proposed development is consistent with the City's OCP policies and Development Permit Area guidelines for this area. In addition, this project is also consistent with the Land Use Concept for the new OCP which identifies this area as "Low Rise Residential" (4-6 storeys, low rise apartments for the subject properties and surrounding area).

### **Engineering Requirements:**

These requirements have been issued to reflect the application for rezoning and development for a proposed 92-Unit Apartment Development located at 5326-60 - 200 St.; 5321-61 - 200A St.

The City's Zoning Bylaw, 1996, #2100 has requirements concerning landscaping for buffer zones, parking, loading areas, and garbage / recycling areas, all of which apply to this Development.

#### A) The developer is responsible for the following work which shall be designed and approved by a Professional Engineer:

1. A Qualified Environmental Professional (QEP) must be engaged to implement erosion and sediment control in accordance with the City of Langley Watercourse Protection Bylaw #2518.
2. A storm water management plan for the site is required. Rainwater management measures used on site shall limit the release rate to pre-development levels to mitigate flooding and environmental impacts as detailed in the Subdivision and Development Bylaw. All calculations shall be based on the updated IDF data for Surrey Kwantlen Park (1962-2013) with 20% added to the calculated results to account for climate change.
3. New water, sanitary and storm sewer service connections are required. All pertinent pipe design calculations shall be submitted in spreadsheet format and shall include all formulas for review by the City. The developer's engineer will determine the appropriate main tie-in locations and size the connections for the necessary capacity. The capacity of the existing water and sanitary sewer mains shall be assessed through hydraulic modeling performed by the City's hydraulic modeling consultant

- at the Developer's expense. Any upgrades required to service the site shall be designed and installed at the Developer's expense.
4. All existing services shall be capped at the main by the City, at the Developer's expense prior to applying for a Demolition permit.
  5. Provide FUS calculations, stamped and signed by a professional engineer. Through the City's engineering department, conduct a fire hydrant flow test to be used in the City's water modeling to determine if the existing water network is adequate for fire flows. Replacement of the existing watermain may be necessary to achieve the necessary pressure and flows to conform to Fire Underwriters Survey (FUS) "Water Supply for a Public Fire Protection, a Guide to Recommended Practice, 1995". All calculations shall be submitted in spreadsheet format that includes all formulas for review by the City.
  6. Additional C71P fire hydrants may be required to meet bylaw and firefighting requirements. Hydrant locations must be approved by the City of Langley Fire Rescue Service.
  7. A property dedication of 2.55m will be required along the 200 St. frontage of the proposed development, as well as a 1.95m dedication along the 200A frontage of the proposed project.
  8. New sidewalk, barrier curb, gutter and a planting strip will be required along the 200A St. project frontage.
  9. New multi-use path, barrier curb, gutter and a planting strip will be required along the 200th St. project frontage. This requirement shall be satisfied by a cash-in-lieu contribution.
  10. A traffic impact study will be required to determine if there will be significant impact and traffic concerns with the proposed development. The scope of the study must be approved by the Director of Engineering, Parks and Environment prior to initiation.
  11. The condition of the existing pavement along the proposed project's 200A St. frontage shall be assessed by a geotechnical engineer. Pavements shall be adequate for an expected road life of 20 years under the expected traffic conditions for the class of road. Road construction and asphalt overlay designs shall be based on the analysis of the results of Benkelman Beam tests and test holes carried out on the existing road which is to be upgraded. If the pavement is inadequate it shall be remediated, at the developer's cost.
  12. The site layout shall be designed by a civil engineer to ensure that the parking and access layout meets minimum design standards, including setbacks from property lines. Appropriate turning templates should be

used to prove parking stalls and drive-aisles are accessible by the design vehicle.

13. Existing and proposed street lighting along the entire project frontage shall be reviewed by a qualified lighting consultant to ensure street lighting and lighting levels meet current City of Langley standards.
14. Eliminate the existing overhead hydro/telecommunication wiring and poles along the development's 200A St. project frontage by replacing with underground hydro/telecommunication infrastructure.
15. Undergrounding of existing hydro/telecommunication infrastructure on 200th St. frontage.

B) The developer is required to deposit the following bonding and connection fees:

1. The City would require a Security Deposit based on the estimated construction costs of installing civil works, as approved by the Director of Engineering, Parks and Environment.
2. The City would require inspection and administration fees in accordance to the Subdivision Bylaw based on a percentage of the estimated construction costs. (See Schedule A – General Requirement - GR5.1 for details).
3. A deposit for a storm, sanitary and water connection is required, which will be determined after detailed civil engineering drawings are submitted, sealed by a Professional Engineer.
4. The City would require a \$40,000 bond for the installation of a water meter to current standards.
5. Permanent pavement restoration of all pavement cuts, all associated deposits and fees, shall be as per the City of Langley's pavement cut policy by the developer's contractor at the developer's expense.

NOTE: Deposits for utility services or connections are estimates only. The actual cost incurred for the work will be charged. The City will provide the developer with an estimate of connections costs, and the Developer will declare in writing that the estimate is acceptable.

C) The developer is required to adhere to the following conditions:

1. Undergrounding of hydro, telephone and cable services to the development site is required, complete with underground or at-grade transformer.

2. All survey costs and registration of documents with the Land Titles Office are the responsibility of the developer/owner.
3. A water meter is required to be installed outside in a vault away from any structures in accordance to the City's water meter specifications at the developer's cost.
4. An approved backflow prevention assembly must be installed on the domestic water connection immediately upon entering the building to provide premise isolation.
5. A "Stormceptor" or equivalent oil separator is required to treat site surface drainage.
6. A complete set of as-built drawings, service record cards, a completed tangible capital asset form (TCA) and a completed pavement cut form all sealed by a Professional Engineer shall be submitted to the City within 60 days of the substantial completion date. Digital drawing files in .pdf and .dwg formats shall also be submitted.
7. The selection, location and spacing of street trees and landscaping are subject to the approval of the Director of Engineering, Parks & Environment
8. Stormwater run-off generated on the site shall not impact adjacent properties, or roadways.
9. Garbage and recycling enclosures shall accommodate on the site and be designed to meet Metro Vancouver's "Technical Specifications for Recycling and Garbage Amenities in Multi-family and Commercial Developments - June 2015 Update".

#### **Fire Department Comments:**

Fire department access for the whole project was reviewed to ensure adequate exterior access was in place to accommodate fire apparatus and personnel. Personnel access and ground ladder access must be preserved on the north and south side of the building. Interior floor access, fire hydrant and fire department connection locations will be evaluated during the building permit stage.

#### **Advisory Design Panel:**

In accordance with Development Application Procedures Bylaw No. 2488, the subject rezoning and DP application will be reviewed by the Advisory Design Panel (ADP) at the April 29, 2020 meeting.



According to the Council-approved ADP Terms of Reference, the ADP is to provide form and character and urban design-related advice and recommendations for Council's consideration. ADP advice and recommendations will be presented to Council through the ADP meeting minutes, and if applicable through an additional City staff report, prior to Council consideration of the proposed Rezoning and DP Applications.

A copy of the ADP minutes will be presented to Langley City Council at the May 11, 2020 Regular Council meeting.

**BUDGET IMPLICATIONS:**

In accordance with Bylaw No. 2482, the proposed development would contribute \$731,236.00 to City Development Cost Charge accounts and \$184,000.00 in Community Amenity Contributions.

Prepared by:



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Roy M. Beddow, RPP, MCIP  
Deputy Director of Development Services

Concurrence:



---

Carl Johannsen, RPP, MCIP  
Director of Development Services

Concurrence:



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Rick Bomhof, P.Eng.  
Director of Engineering, Parks &  
Environment

Concurrence:



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Scott Kennedy, Acting Fire Chief

*attachments*



### sheet schedule

SD0.01 COVER PAGE  
SD1.01 PROJECT DATA  
SD1.03 CONTEXT PLANS  
SD1.04 DESIGN RATIONALE  
SD1.10 RENDERS  
SD1.11 RENDERS  
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SD1.23 FIRE DEPARTMENT SITE PLAN  
SD2.01 UNIT PLANS  
SD2.02 UNIT PLANS  
SD2.03 UNIT PLANS  
SD2.04 UNIT PLANS

SD3.01 P1 LEVEL PLAN  
SD3.02 1st LEVEL PLAN  
SD3.03 2nd LEVEL PLAN  
SD3.04 3rd LEVEL PLAN  
SD3.05 4th LEVEL PLAN  
SD3.06 ROOF LEVEL PLAN  
SD4.01 BUILDING ELEVATIONS  
SD4.02 BUILDING ELEVATIONS

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### LINCOLN APARTMENTS

5321, 5331, 5341, & 5361 200A ST + 5326, 5334, 5340, & 5360 200 ST, LANGLEY, BC

### COVER PAGE

SCALE: N.T.S.

### ISSUED FOR DP RE-SUBMISSION

20-05-04 REVISION #:  
CITY OF LANGLEY FILE #  
PROJECT NUMBER: 19-146



**SD0.01**

## MULTI-FAMILY RESIDENTIAL

### 0.1.0 project data

<b>PROJECT:</b>	LINCOLN APARTMENTS
<b>PROPOSED ZONING:</b>	CD (COMPREHENSIVE DEVELOPMENT ZONE)
<b>CIVIC ADDRESS:</b>	5321, 5331, 5341 & 5361 200A ST + 5326, 5334, 5340, & 5360 200 ST, LANGLEY BC
<b>LEGAL DESCRIPTION:</b>	LOTS 292-295, PLAN NWP42982 + LOT 93, PLAN NWP33845 + LOT 44, PLAN NWP31810 + LOTS 287-289, PLAN NWP42737
<b>VARIANCES APPLIED FOR:</b>	
<b>BYLAW EXEMPTIONS:</b>	
<b>BUILDING AREA DEFINITION (BCBC 2018):</b>	THE GREATEST HORIZONTAL AREA OF A BUILDING ABOVE GRADE WITHIN THE OUTSIDE SURFACE OF EXTERIOR WALLS OR WITHIN THE OUTSIDE SURFACE OF EXTERIOR WALLS AND THE...
<b>GROSS FLOOR AREA DEFINITION (ZONING):</b>	ALL THE AREA OF THE FLOOR ENCLOSED BY THE OUTSIDE EDGE OF THE EXTERIOR WALLS OF A BUILDING, INCLUDING STAIRWAYS, ELEVATOR SHAFTS, STORAGE ROOMS AND MECHANICAL...
<b>FIRST STOREY (ZONING):</b>	THE UPPERMOST STOREY HAVING ITS FLOOR ELEVATION NOT MORE THAN 2.0 METRES ABOVE THE FINISHED GRADE, AND SHALL NOT BE MORE THAN 2.5 METRES ABOVE THE CROWN OF T...
<b>FINISHED GRADE (ZONING):</b>	THE LOWEST AVERAGE LEVELS OF THE PROPOSED GRADES ADJACENT TO EACH EXTERIOR WALL OF A BUILDING.
<b>PROPOSED GRADE DEFINITION (ZONING):</b>	THE AVERAGE BETWEEN THE ELEVATIONS IMMEDIATELY ADJACENT TO THE EXTERIOR BUILDING WALL AND THE NATURAL ELEVATION AT THE PROPERTY LINE. THESE MEASUREMENTS SHALL...
<b>BUILDING HEIGHT DEFINITION (ZONING):</b>	THE VERTICAL DISTANCE MEASURED IN METRES FROM THE FLOOR OF THE FIRST STOREY TO THE CEILING OF THE UPPERMOST STOREY
<b>MINIMUM BUILDING ELEVATION:</b>	PROPOSED - 8.0m
<b>AVERAGE FINISHED GRADE (ZONING):</b>	9.52m
<b>LOWEST AVERAGE GRADE (BCBC 2018):</b>	9.52m
<b>BUILDING HEIGHT (BCBC 2018):</b>	4 STOREY - 12.48m
<b>1ST STOREY TO UPPERMOST FLOOR LEVEL:</b>	MAXIMUM - 18m, PROPOSED - 9.46m
<b>1ST STOREY TO UPPERMOST ROOF:</b>	MAXIMUM - 25m, PROPOSED - 14.23m
<b>FIRE ACCESS ROUTE TO UPPERMOST FLOOR LEVEL:</b>	MAXIMUM - 20m, PROPOSED - 11.13m
<b>SITE AREA (GROSS):</b>	52,615.68 S.F. (1.208 ACRES) (0.488 Ha)
<b>SITE AREA (NET):</b>	49,174.12 S.F. (1.129 ACRES) (0.457 Ha)
<b>LOT COVERAGE (GROSS):</b>	23,019.79 S.F. / 52,615.68 S.F. = 43.8%
<b>LOT COVERAGE: (NET):</b>	23,019.79 S.F. / 49,174.12 S.F. = 46.8%
<b>BUILDING AREA:</b>	23,019.79 S.F. (2,138.61 S.M.)
<b>GROSS FLOOR AREA (NOT INCLUDING PARKADE):</b>	86,260 S.F. (RESIDENTIAL) + 3,178 S.F. (AMENITY SPACE) = 89,438 S.F. (8,309.06 S.M.)
<b>GROSS FLOOR AREA (PARKADE ONLY):</b>	43,883.56 S.F. (4,076.92 S.M.)
<b>DENSITY ALLOWABLE:</b>	198 UNITS/HECTARE = 198x0.488Ha = 96.624 = 96 UNITS MAX
<b>DENSITY PROPOSED:</b>	92 UNITS
<b>SETBACKS:</b>	6.0m
<b>STORAGE PROVIDED:</b>	725 S.F. (PARKADE) + 0 S.F. (1ST FLOOR) + 1,036 S.F. (2ND FLOOR) + 1,036 S.F. (3RD FLOOR) + 1,036 S.F. (4TH FLOOR) = 3,883 S.F. (360.74 S.M.)

### 0.2.0 gross floor area summary

LEVEL / AREA TYPE	AREA SF	AREA m²	AREA %
<b>CIRCULATION</b>			
1ST LEVEL	3429 SF	318.57 m²	3.8%
2ND LEVEL	2735 SF	254.13 m²	3.1%
3RD LEVEL	2531 SF	235.15 m²	2.8%
4TH LEVEL	2504 SF	232.68 m²	2.8%
	<b>11200 SF</b>	<b>1040.52 m²</b>	<b>12.5%</b>
<b>INDOOR AMENITY</b>			
1ST LEVEL	3136 SF	291.33 m²	3.5%
	<b>3136 SF</b>	<b>291.33 m²</b>	<b>3.5%</b>
<b>RESIDENTIAL</b>			
1ST LEVEL	16038 SF	1489.98 m²	17.9%
2ND LEVEL	18541 SF	1722.54 m²	20.7%
3RD LEVEL	18648 SF	1732.47 m²	20.8%
4TH LEVEL	18675 SF	1734.99 m²	20.9%
	<b>71903 SF</b>	<b>6679.98 m²</b>	<b>80.4%</b>
<b>STORAGE</b>			
2ND LEVEL	1068 SF	99.18 m²	1.2%
3RD LEVEL	1068 SF	99.18 m²	1.2%
4TH LEVEL	1067 SF	99.13 m²	1.2%
	<b>3202 SF</b>	<b>297.49 m²</b>	<b>3.6%</b>
	<b>89441 SF</b>	<b>8309.33 m²</b>	<b>100.0%</b>
<b>AREA GRAND TOTAL</b>	<b>89441 SF</b>	<b>8309.33 m²</b>	<b>100.0%</b>

### 0.3.0 unit count summary

UNIT TYPE	UNIT COUNT	UNIT TYPE %
1-BED	30	32.6%
1-BED+FLEX	10	10.9%
2-BED	27	29.3%
2-BED (ADAPTABLE)	5	5.4%
2-BED+FLEX	20	21.7%
<b>: 92</b>	<b>100.0%</b>	<b>100.0%</b>
<b>TOTAL UNITS: 92</b>	<b>100.0%</b>	<b>100.0%</b>

### 0.5.0 parking requirements

VEHICLE PARKING STALLS REQUIRED (BYLAW REQUIREMENT)	UNITS / S.F.	FACTOR	TOTAL
TENANT (2 BED & FLEX, 2 BED)	52	*1.3	62+6 H/C
TENANT (1 BED & FLEX, 1 BED)	40	*1.2	48
VISITOR	92	*0.2	18+1 H/C
<b>TOTAL STALLS</b>			<b>135</b>
BIKE PARKING STALLS REQUIRED (BYLAW REQUIREMENT)	UNITS/BLOG/S...	FACTOR	TOTAL
TENANT (UNIT)	92	*0.5	46
VISITOR (BLOGS)	6		6
<b>TOTAL STALLS</b>			<b>52</b>

### 0.5.1 parking provided

PROVIDED	SMALL CAR	H/C	STANDARD	
TENANT	23	6	87	<b>116</b>
VISITOR	1	1	17	<b>19</b>
<b>TOTAL STALLS</b>	<b>24</b>	<b>7</b>	<b>104</b>	<b>135</b>
BIKE PARKING PROVIDED				
BIKE STALLS (TENANT / IN PARKADE)			47	
BIKE STALLS (VISITOR / ON SITE)			6	
<b>TOTAL STALLS</b>			<b>53</b>	<b>53</b>

### 0.4.0 unit floor area summary

UNIT	UNIT TYPE	COUNT	UNIT AREA SF (1SF)	UNIT AREA m² (1m²)	TOTAL UNIT AREA SF	TOTAL UNIT AREA m²
UNIT A	1-BED	2	569 SF	53 m²	1139 SF	105.77 m²
UNIT A	1-BED	4	576 SF	54 m²	2305 SF	214.12 m²
UNIT A	1-BED	5	580 SF	54 m²	2900 SF	269.37 m²
UNIT A	1-BED	15	587 SF	55 m²	8803 SF	817.78 m²
UNIT A	1-BED	1	615 SF	57 m²	615 SF	57.18 m²
<b>UNIT A: 27</b>					<b>15761 SF</b>	<b>1464.24 m²</b>
UNIT A1	1-BED	1	577 SF	54 m²	577 SF	53.62 m²
UNIT A1	1-BED	2	586 SF	54 m²	1172 SF	108.89 m²
<b>UNIT A1: 3</b>					<b>1749 SF</b>	<b>162.51 m²</b>
UNIT B	1-BED+FLEX	1	649 SF	60 m²	649 SF	60.31 m²
UNIT B	1-BED+FLEX	2	657 SF	61 m²	1314 SF	122.06 m²
<b>UNIT B: 3</b>					<b>1963 SF</b>	<b>182.37 m²</b>
UNIT B1	1-BED+FLEX	2	693 SF	64 m²	1386 SF	128.74 m²
UNIT B1	1-BED+FLEX	1	3458 SF	321 m²	3458 SF	321.23 m²
<b>UNIT B1: 3</b>					<b>4843 SF</b>	<b>449.97 m²</b>
UNIT B2	1-BED+FLEX	1	690 SF	64 m²	690 SF	64.11 m²
<b>UNIT B2: 1</b>					<b>690 SF</b>	<b>64.11 m²</b>
UNIT B3	1-BED+FLEX	1	707 SF	66 m²	707 SF	65.64 m²
UNIT B3	1-BED+FLEX	2	716 SF	67 m²	1432 SF	133.07 m²
<b>UNIT B3: 3</b>					<b>2139 SF</b>	<b>198.71 m²</b>
UNIT C	2-BED	1	817 SF	76 m²	817 SF	75.91 m²
UNIT C	2-BED	1	818 SF	76 m²	818 SF	76.00 m²
UNIT C	2-BED	3	819 SF	76 m²	2456 SF	228.20 m²
UNIT C	2-BED	1	821 SF	76 m²	821 SF	76.28 m²
UNIT C	2-BED	8	828 SF	77 m²	6624 SF	615.42 m²
UNIT C	2-BED	3	829 SF	77 m²	2486 SF	230.99 m²
UNIT C	2-BED	1	832 SF	77 m²	832 SF	77.31 m²
UNIT C	2-BED	2	833 SF	77 m²	1666 SF	154.81 m²
UNIT C	2-BED	1	836 SF	78 m²	836 SF	77.68 m²
UNIT C	2-BED	1	838 SF	78 m²	838 SF	77.81 m²
<b>UNIT C: 22</b>					<b>18196 SF</b>	<b>1690.42 m²</b>
UNIT C1	2-BED	4	956 SF	89 m²	3823 SF	355.18 m²
<b>UNIT C1: 4</b>					<b>3823 SF</b>	<b>355.18 m²</b>
UNIT C2	2-BED	1	824 SF	77 m²	824 SF	76.51 m²
<b>UNIT C2: 1</b>					<b>824 SF</b>	<b>76.51 m²</b>
UNIT C3 (ADAP.)	2-BED (ADAPTABLE)	1	819 SF	76 m²	819 SF	76.10 m²
UNIT C3 (ADAP.)	2-BED (ADAPTABLE)	3	829 SF	77 m²	2486 SF	230.99 m²
UNIT C3 (ADAP.)	2-BED (ADAPTABLE)	1	833 SF	77 m²	833 SF	77.40 m²
<b>UNIT C3 (ADAP.): 5</b>					<b>4139 SF</b>	<b>384.50 m²</b>
UNIT D	2-BED+FLEX	2	992 SF	92 m²	1984 SF	184.35 m²
UNIT D	2-BED+FLEX	6	997 SF	93 m²	5982 SF	555.71 m²
<b>UNIT D: 8</b>					<b>7966 SF</b>	<b>740.06 m²</b>
UNIT D1	2-BED+FLEX	2	1037 SF	96 m²	2074 SF	192.67 m²
UNIT D1	2-BED+FLEX	5	1041 SF	97 m²	5206 SF	483.69 m²
UNIT D1	2-BED+FLEX	1	1046 SF	97 m²	1046 SF	97.22 m²
<b>UNIT D1: 8</b>					<b>8327 SF</b>	<b>773.58 m²</b>
UNIT D2	2-BED+FLEX	1	1000 SF	93 m²	1000 SF	92.88 m²
UNIT D2	2-BED+FLEX	1	1001 SF	93 m²	1001 SF	92.97 m²
UNIT D2	2-BED+FLEX	1	1010 SF	94 m²	1010 SF	93.83 m²
UNIT D2	2-BED+FLEX	1	1012 SF	94 m²	1012 SF	94.02 m²
<b>UNIT D2: 4</b>					<b>4022 SF</b>	<b>373.69 m²</b>
<b>: 92</b>					<b>74442 SF</b>	<b>6915.85 m²</b>



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## LINCOLN APARTMENTS

5321, 5331, 5341, & 5361 200A ST + 5326, 5334, 5340, & 5360 200 ST, LANGLEY, BC

## PROJECT DATA

SCALE: N.T.S.

## ISSUED FOR DP RE-SUBMISSION

20-05-04 REVISION #:  
CITY OF LANGLEY FILE #  
PROJECT NUMBER: 19-146



SD1.01





200 st looking north



200 st looking south



200a st looking north



200a st looking south

## location

THE PROPOSED DEVELOPMENT IS LOCATED IN CITY OF LANGLEY ON 200 STREET AND 200A STREET. SURROUNDED WITH BOTH SINGLE AND MULTI-FAMILY HOUSING THE LOCATION IS MINUTES AWAY FROM THE FRASER HIGHWAY. ONE BLOCK SOUTH IS NICOMEKL ELEMENTARY SCHOOL WHICH BACKS ONTO NICOMEKL TRAIL, WITH RESIDENTIAL AREA BETWEEN IT AND THE PROPOSED DEVELOPMENT.



linwood park

proposed development location

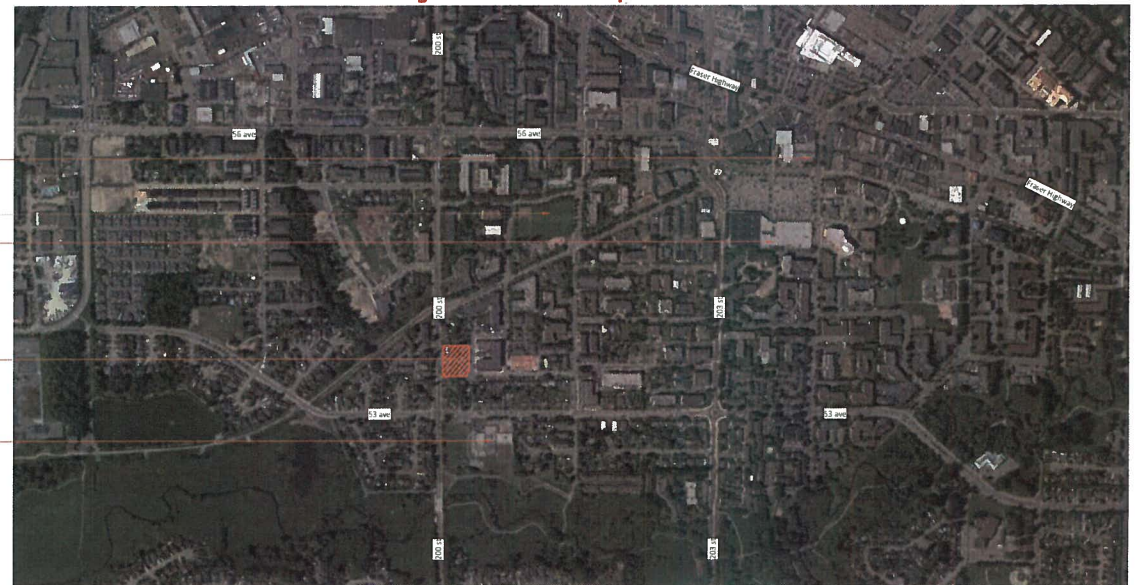


enlarged site location map

langley city hall and library  
linwood park  
langley mall

proposed development location

nicomekl elementary school



site location map



## LINCOLN APARTMENTS

5321, 5331, 5341, & 5361 200A ST + 5326, 5334, 5340, & 5360 200 ST, LANGLEY, BC

## CONTEXT PLANS

SCALE: N.T.S.



## ISSUED FOR DP RE-SUBMISSION

20-05-04 REVISION #:  
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SD1.03



## design rationale

### project description

THE PROPOSED DEVELOPMENT IS A FOUR-STORY WOOD FRAME 92-UNIT MULTI-FAMILY RESIDENTIAL DEVELOPMENT ON A RAISED CONCRETE PARKADE WITH LARGE CENTRALIZED RAMPS AND STAIRS CONNECTING PEDESTRIANS FROM BOTH STREETS TO THE DEVELOPMENT THROUGH THE MAIN EAST ENTRANCE AT 200A STREET AND A CENTRAL COURTYARD FROM 200TH STREET.

### massing, form & character

THE SITING AND MASSING OF THE BUILDING IS DESIGNED TO ALLOW NATURAL DAYLIGHT INTO THE UNITS THROUGH LARGE WINDOWS AND BALCONY PROJECTIONS, WITH A LARGE OUTDOOR AMENITY SPACE IN THE FORM OF AN OPEN COURTYARD ORIENTED WEST TOWARD 200TH STREET. THIS CREATES A SENSE OF OPENNESS AND WELCOMING TO THE PUBLIC REALM YET MAINTAINS A PRIVATE GREEN SPACE WITHIN THE DEVELOPMENT THROUGH TERRACING AND LANDSCAPING.

THE BUILDING FACADE IS RHYTHMICALLY DIVIDED AND MASSED VERTICALLY AND HORIZONTALLY IN SUCH A WAY AS TO CREATE A SENSE OF INDIVIDUALITY AND TO APPEAR AS SEPARATE SMALLER BUILDINGS ALONG THE STREET FRONT, WITH A GROUND FLOOR PLANE SCALED AND MASSED TO ALLOW A PEDESTRIAN-FRIENDLY AND INVITING CONNECTION WITH THE STREET FACE.

THE EXTERIOR TREATMENT REFLECTS THAT OF AN URBAN CONTEMPORARY VERNACULAR WITH THE USE OF GRAY, WHITE, AND CHARCOAL TONES ALONG WITH MASONRY ELEMENTS ALONG THE GROUND PLANE TO BRING A SENSE OF WARMTH AND WELCOMING AS A LIVABLE PLACE ALONG THIS BUSY STREET WITHIN THE CITY OF LANGLEY, AND IN CONTEXT WITH THE OTHER NEW DEVELOPMENTS IN THE NEIGHBORHOOD. FEATURE DARK-TONED PROJECTIONS ALONG THE FACADE BREAK UP THE BUILDING HEIGHT AND BRING VISUAL INTEREST TO THE BUILDING FACADE.

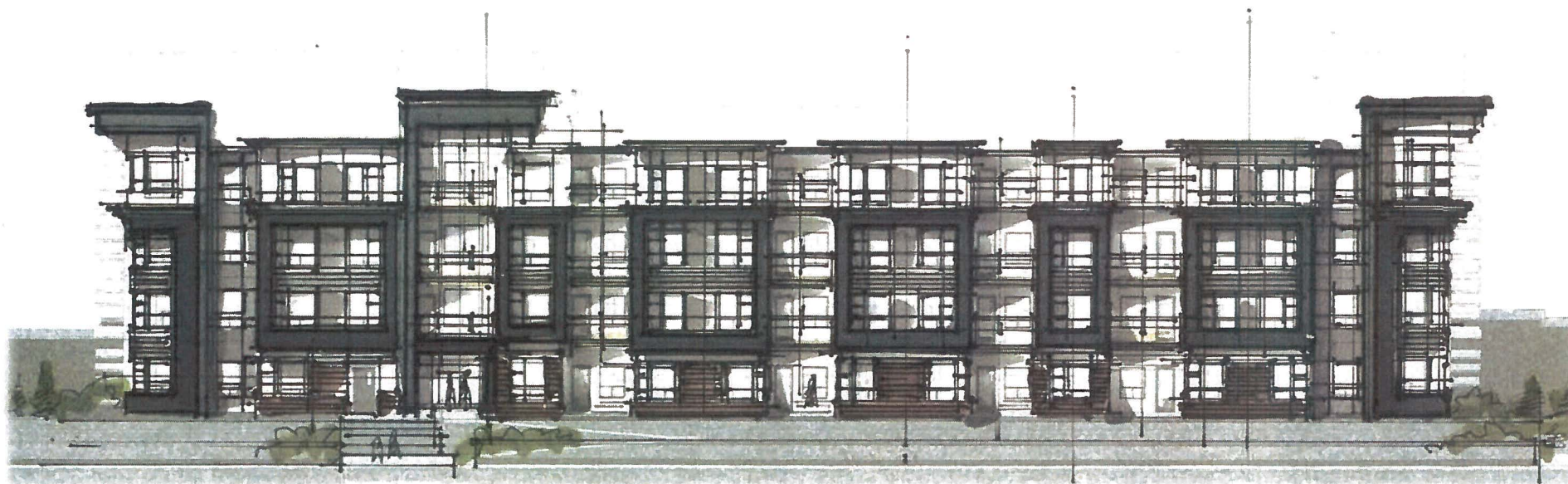
MATERIALS CONSIST OF A BLEND OF BRICK, CEMENTITIOUS PANEL, AND LAP SIDING WITH POWDER-COATED BLACK PICKET GUARDRAILS ALONG THE BALCONY PROJECTIONS THAT BOTH ARTICULATE A LOWER SCALE ALONG THE STREET AND COURTYARD ENTRIES, AND ALSO PROVIDE A SENSE OF INTEREST, OPENNESS AND LIVABILITY AT THE UPPER EXTERIOR INTERFACES WITH THE PUBLIC REALM. THE BALCONIES ALSO PROVIDE ENHANCED VIEWS ALLOWING TENANTS TO EXPERIENCE THE OUTDOORS WHILE MAINTAINING PRIVACY WITHIN THE SUITES.

### environmental sustainability

ADDRESSED WITHIN THE DEVELOPMENT BY THE PROVISION OF BIKE RACKS AND BIKE STORAGE, LARGE OPEN GREEN SPACES, LIGHT POLLUTION REDUCTION BY MEANS OF DARK SKY COMPLIANT EXTERIOR LIGHTING SYSTEMS, WATER EFFICIENT LANDSCAPING AND PLUMBING SYSTEMS, NATURAL VENTILATION THROUGH OPERABLE WINDOWS AND ENERGY EFFICIENT HVAC SYSTEMS, STORAGE AND COLLECTION OF RECYCLABLES, RENEWABLE BASED WOOD BUILDING MATERIALS AND HEAT ISLAND EFFECT REDUCTION BY MINIMIZING EXTERIOR PARKING AND MAXIMIZING DENSITY.

### crime prevention

ENVIRONMENTAL DESIGN PRINCIPLES (CPTED) HAVE BEEN INCORPORATED INTO THE DESIGN BY MEANS OF NATURAL SURVEILLANCE THROUGHOUT THE PERIMETER, INTERIOR COURTYARDS AND PARKADE LEVELS BY MEANS OF CLEAR VIEWING LINES FROM THE RESIDENTIAL UNITS AND BALCONIES, ELIMINATION OF POTENTIAL DARK AREAS AND ACCESSES/EXITS, CLEARLY DEFINED MAIN ENTRANCES AND SECURE AND FULLY ACCESSIBLE PARKING.



east elevation concept sketch



#### LINCOLN APARTMENTS

5321, 5331, 5341, & 5361 200A ST • 5326, 5334, 5340, & 5360 200 ST, LANGLEY, BC

#### DESIGN RATIONALE

SCALE: N.T.S.

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20-05-04 REVISION #:  
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SD1.04



**North-West Corner, from 200th St.**

12" = 1'-0"

**West Side, from 200th St.**

12" = 1'-0"



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**LINCOLN APARTMENTS**

5321, 5331, 5341, & 5361 200A ST + 5326, 5334, 5340, & 5360 200 ST, LANGLEY, BC

**RENDERS**

SCALE: 12" = 1'-0"

**ISSUED FOR DP RE-SUBMISSION**

20-05-04 REVISION #:  
CITY OF LANGLEY FILE #  
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**SD1.10**





**Main Entrance off 200A St.**

12" = 1'-0"

**South-East Corner, along 200A St.**

12" = 1'-0"



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**LINCOLN APARTMENTS**

5321, 5331, 5341, & 5361 200A ST + 5326, 5334, 5340, & 5360 200 ST, LANGLEY, BC

**RENDERS**

SCALE: 12" = 1'-0"

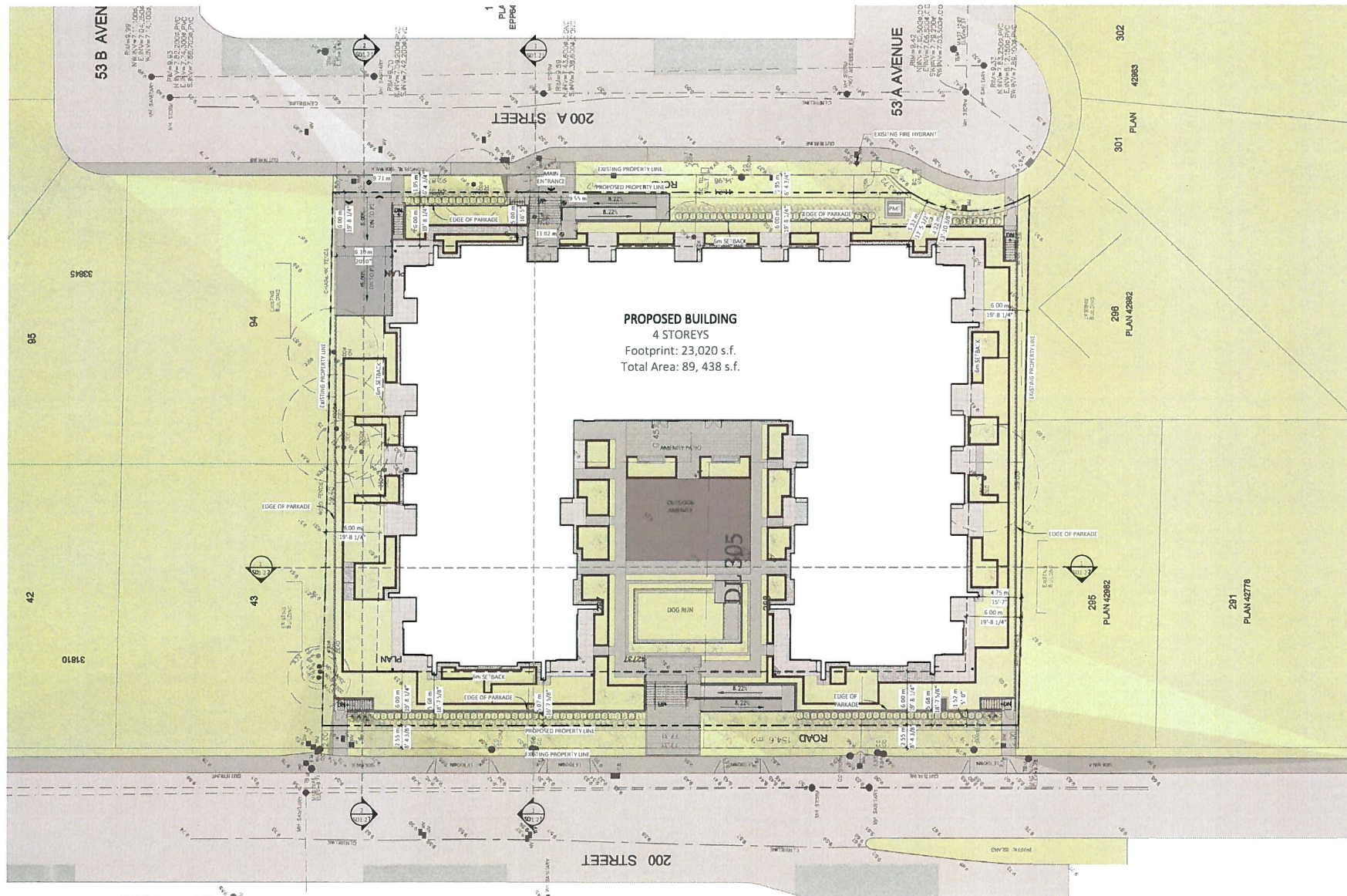
**ISSUED FOR DP RE-SUBMISSION**

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PROJECT NUMBER: 19-146



**SD1.11**





**LINCOLN APARTMENTS**

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**SITE PLAN**

SCALE: 1/16" = 1'-0"



**ISSUED FOR DP RE-SUBMISSION**

20-05-04 REVISION #:  
CITY OF LANGLEY FILE #  
PROJECT NUMBER: 19-146



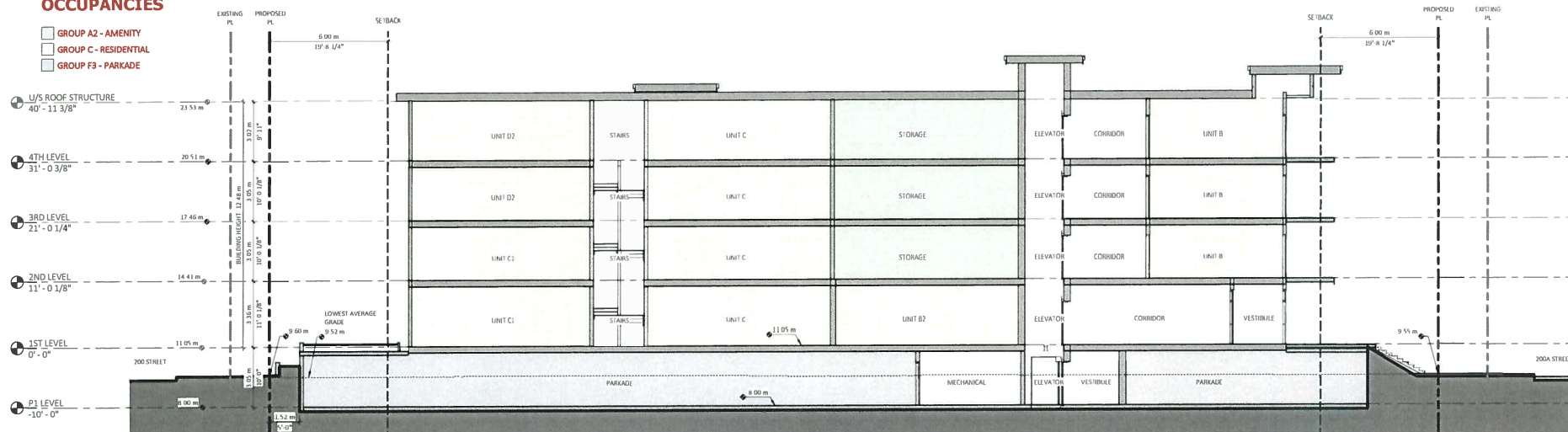
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# MULTI-FAMILY RESIDENTIAL

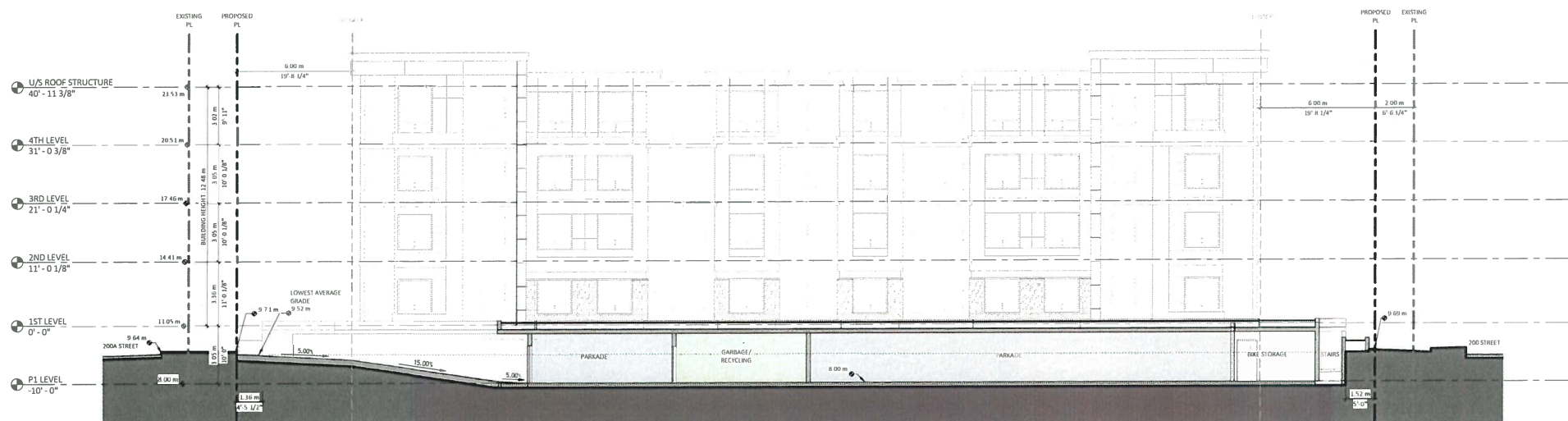
## OCCUPANCIES

- ☐ GROUP A2 - AMENITY
- ☐ GROUP C - RESIDENTIAL
- ☐ GROUP F3 - PARKADE



## SITE SECTION 1

1/8" = 1'-0"



## SITE SECTION 2

1/8" = 1'-0"



### LINCOLN APARTMENTS

5321, 5331, 5341, & 5361 200A ST + 5326, 5334, 5340, & 5360 200 ST. LANGLEY, BC

### SITE SECTIONS

SCALE: 1/8" = 1'-0"

### RE-ISSUED FOR DEVELOPMENT PERMIT

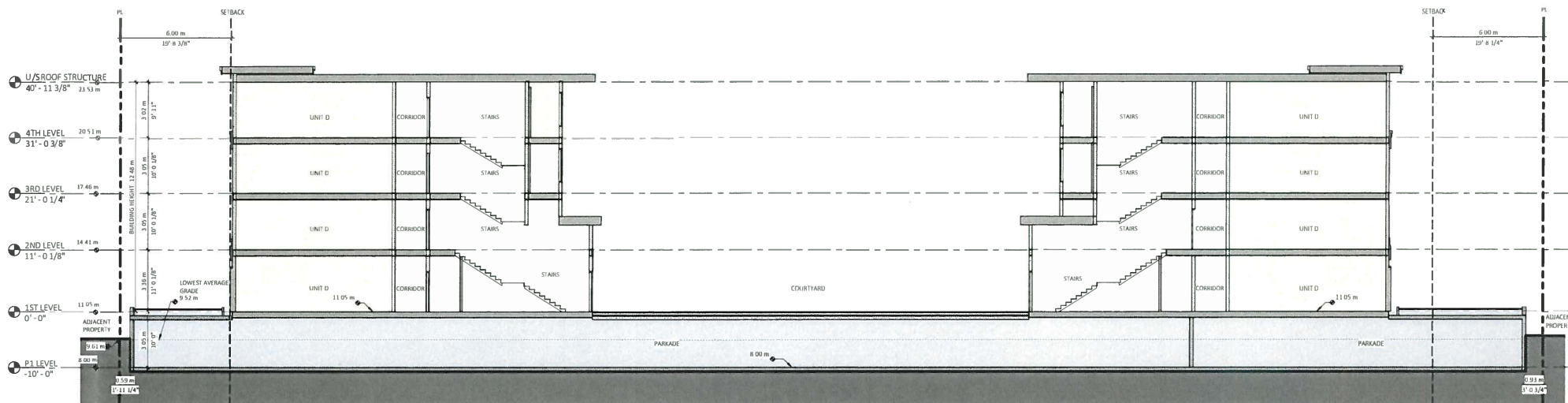
20-05-04 REVISION II:  
CITY OF LANGLEY FILE #  
PROJECT NUMBER: 19-146



SD1.21

# OCCUPANCIES

- GROUP C - RESIDENTIAL
- GROUP F3 - PARKADE



## SITE SECTION 3

1/8" = 1'-0"



### LINCOLN APARTMENTS

5321, 5331, 5341, & 5361 200A ST + 5325, 5334, 5340, & 5360 200 ST, LANGLEY, BC

### SITE SECTIONS

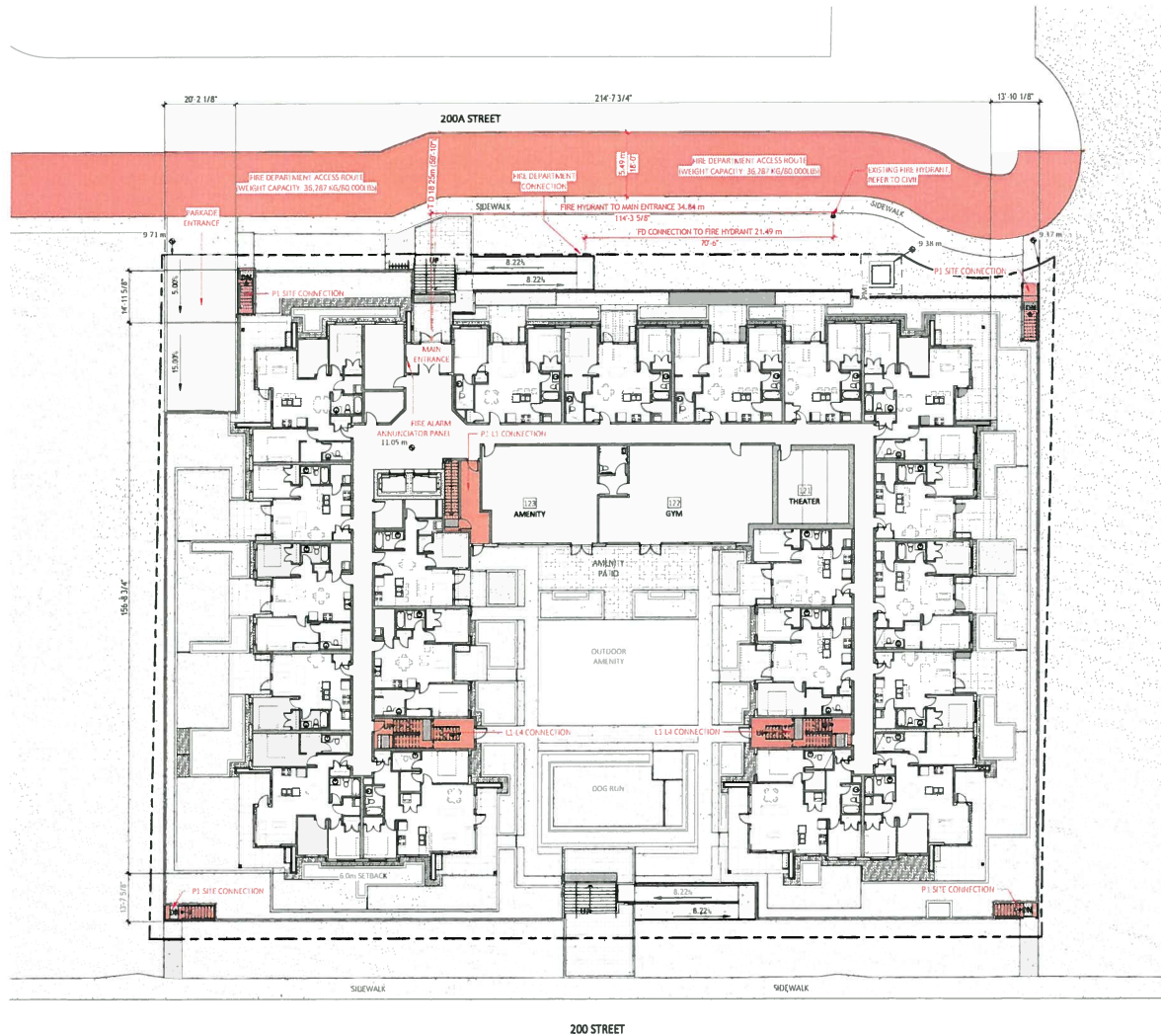
SCALE: 1/8" = 1'-0"

### RE-ISSUED FOR DEVELOPMENT PERMIT

20-05-04 REVISION #:  
CITY OF LANGLEY FILE #  
PROJECT NUMBER: 19-146



SD1.22



**FIRE DEPARTMENT SITE PLAN**  
1/16" = 1'-0"



**LINCOLN APARTMENTS**  
5321, 5331, 5341, & 5361 200A ST + 5326, 5334, 5340, & 5360 200 ST, LANGLEY, BC

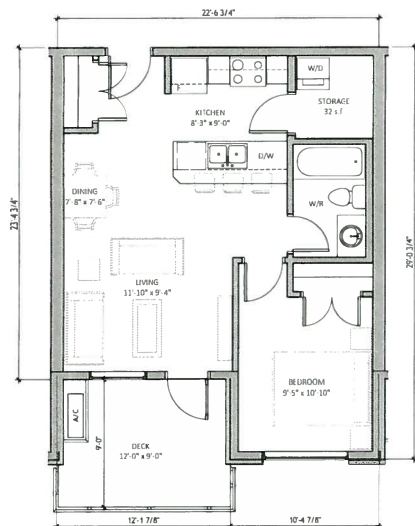
**FIRE DEPARTMENT SITE PLAN**  
SCALE: 1/16" = 1'-0"



**ISSUED FOR DP RE-SUBMISSION**  
20-05-04 REVISION #:  
CITY OF LANGLEY FILE #  
PROJECT NUMBER: 19-146

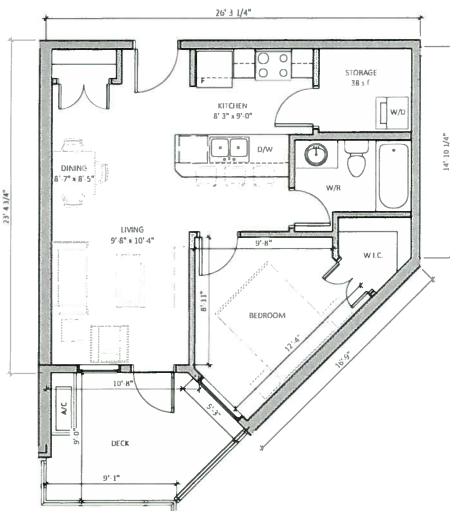


**SD1.23**



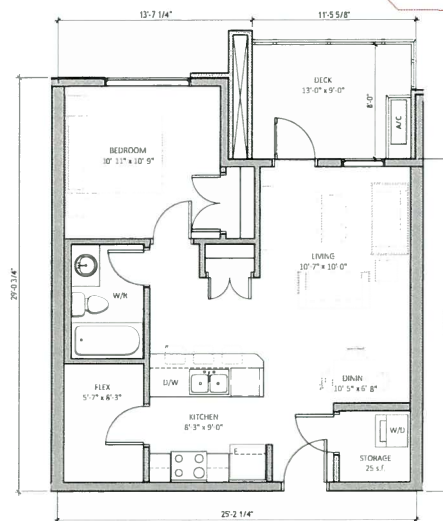
### UNIT A - 1-BED

1/4" = 1'-0"  
AREA: 587 s.f.  
COUNT: 27



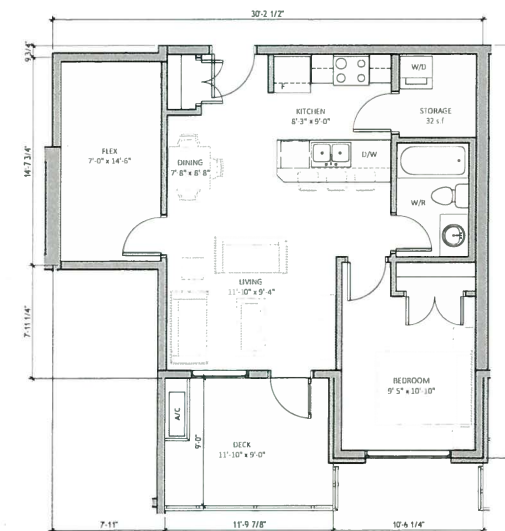
### UNIT A1 - 1-BED

1/4" = 1'-0"  
AREA: 599 s.f.  
COUNT: 3



### UNIT B - 1-BED+FLEX

1/4" = 1'-0"  
AREA: 657 s.f.  
COUNT: 3



### UNIT B1 - 1-BED+FLEX

1/4" = 1'-0"  
AREA: 708 s.f.  
COUNT: 3



keystonearch.ca

#### LINCOLN APARTMENTS

5321, 5331, 5341, & 5361 200A ST • 5326, 5334, 5340, & 5360 200 ST, LANGLEY, BC

#### UNIT PLANS

SCALE: 1/4" = 1'-0"

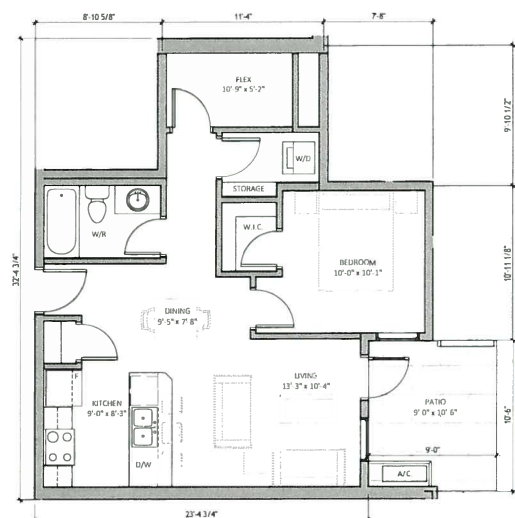
#### ISSUED FOR DP RE-SUBMISSION

20-05-04 REVISION #:  
CITY OF LANGLEY FILE #:  
PROJECT NUMBER: 19-146



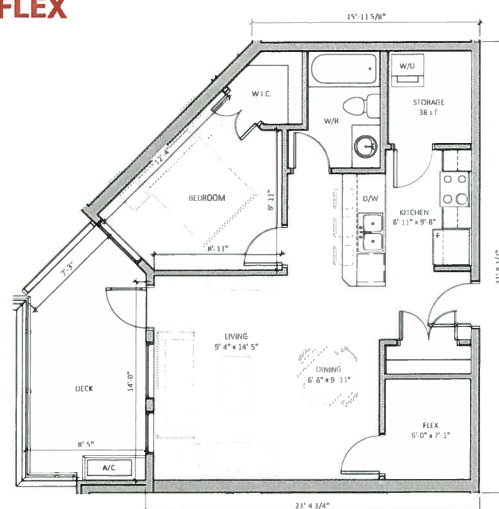
SD2.01





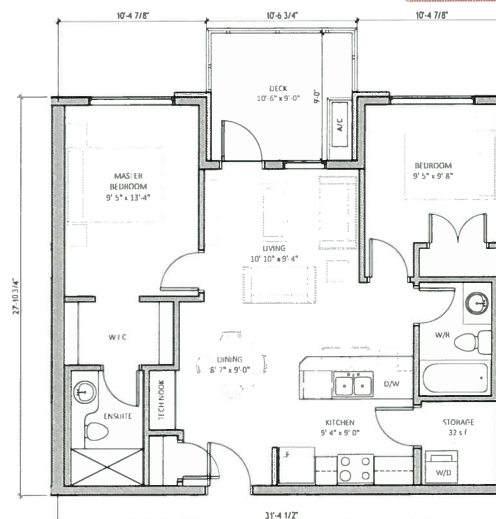
### UNIT B2 - 1-BED+FLEX

1/4" = 1'-0"  
AREA: 690 s.f.  
COUNT: 1



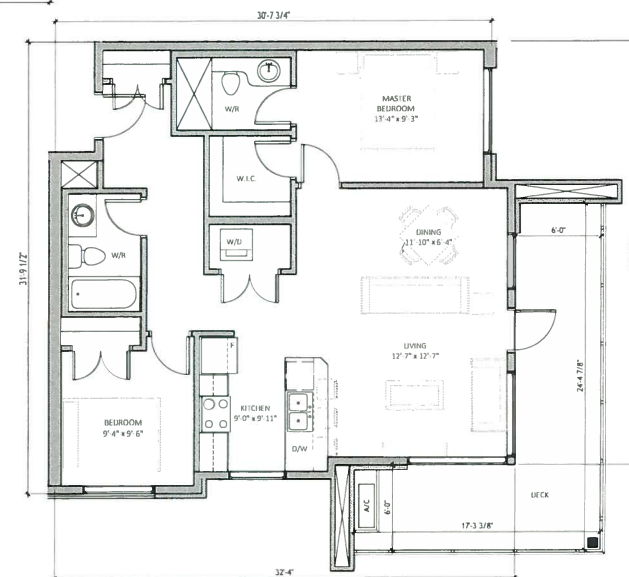
### UNIT B3 - 1-BED+FLEX

1/4" = 1'-0"  
AREA: 716 s.f.  
COUNT: 1



### UNIT C - 2-BED

1/4" = 1'-0"  
AREA: 828 s.f.  
COUNT: 22



### UNIT C1 - 2-BED

1/4" = 1'-0"  
AREA: 958 s.f.  
COUNT: 4



#### LINCOLN APARTMENTS

5321, 5331, 5341, & 5361 200A ST + 5326, 5334, 5340, & 5360 200 ST, LANGLEY, BC

#### UNIT PLANS

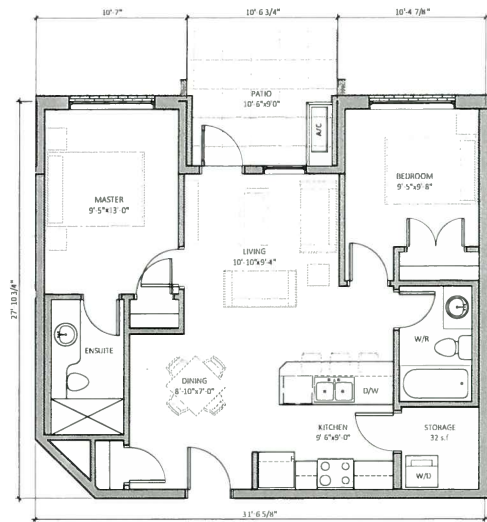
SCALE: 1/4" = 1'-0"

#### ISSUED FOR DP RE-SUBMISSION

20-05-04 REVISION #:  
CITY OF LANGLEY FILE #:  
PROJECT NUMBER: 19-146

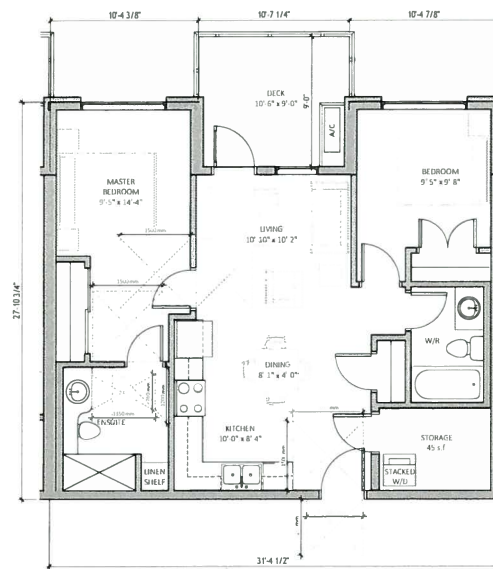


SD2.02



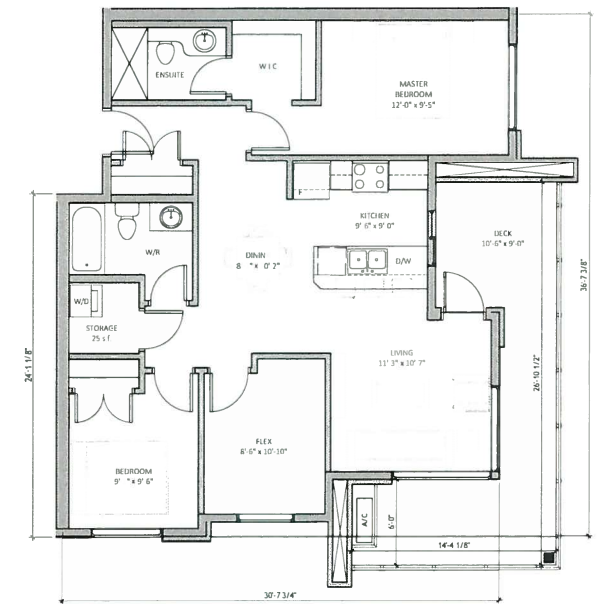
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AREA: 824 s.f.  
COUNT: 1



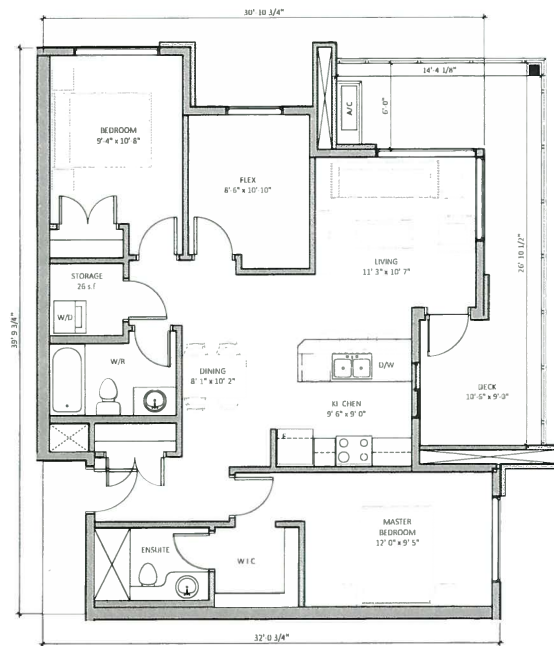
### UNIT C3 - 2-BED ADAPTABLE

1/4" = 1'-0"  
AREA: 828 s.f.  
COUNT: 5



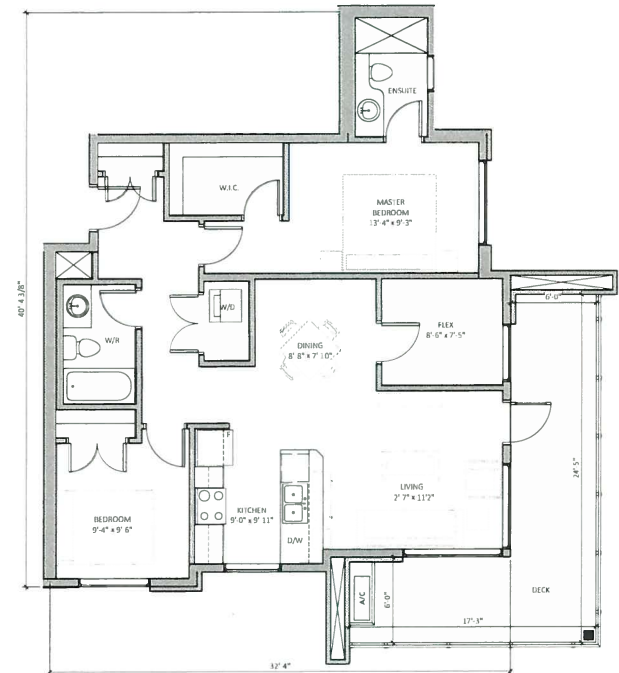
### UNIT D - 2-BED + FLEX

1/4" = 1'-0"  
AREA: 997 s.f.  
COUNT: 8



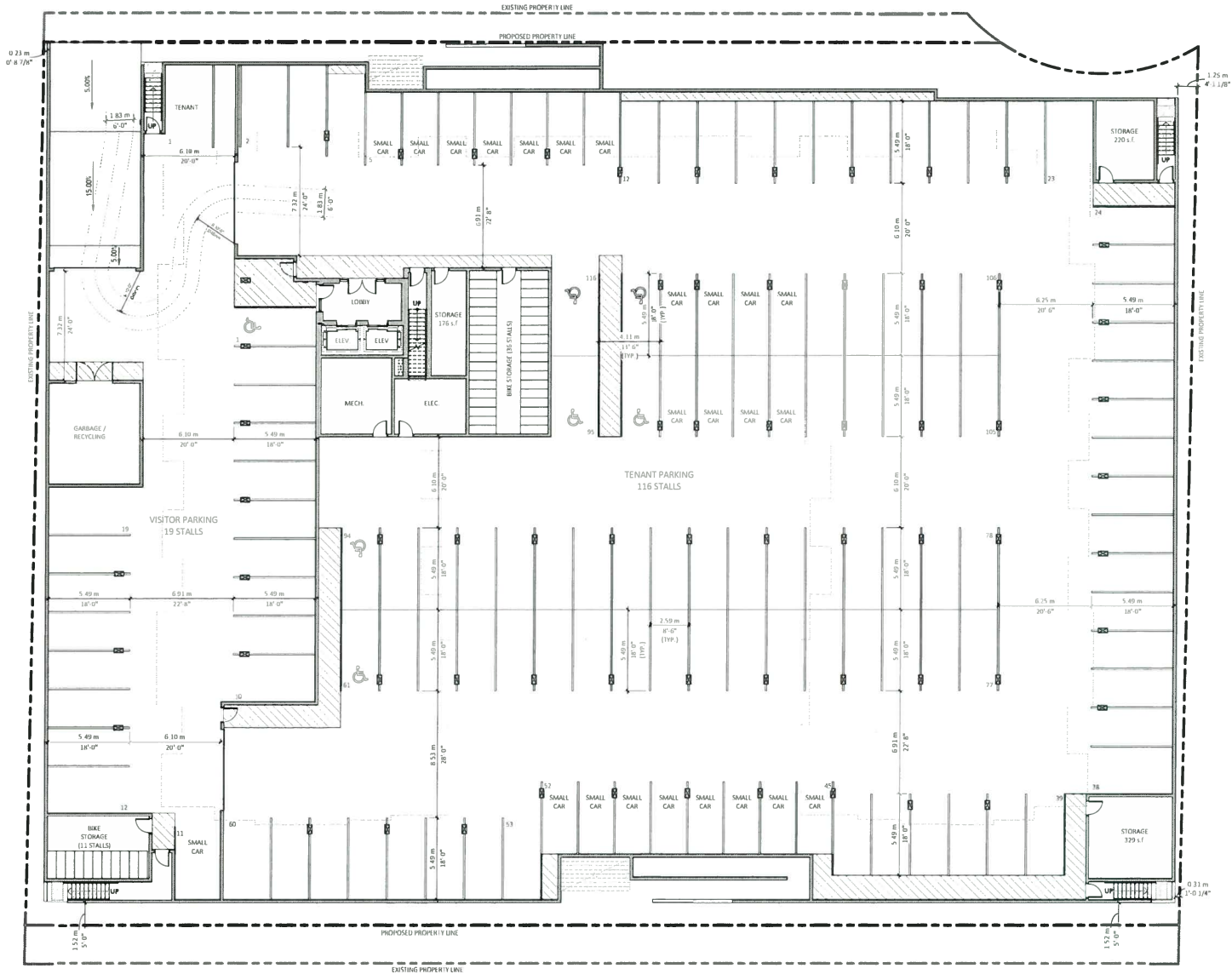
**UNIT D1 - 2-BED+FLEX**

1/4" = 1'-0"  
AREA: 1,041 s.f.  
COUNT: 8



**UNIT D2 - 2-BED+FLEX**

1/4" = 1'-0"  
AREA: 1,012 s.f.  
COUNT: 4



**LINCOLN APARTMENTS**

5321, 5331, 5341, & 5361 200A ST + 5326, 5334, 5340, & 5360 200 ST. LANGLEY, BC

**P1 LEVEL PLAN**

SCALE: 3/32" = 1'-0"



**ISSUED FOR DP RE-SUBMISSION**

20-05-04 REVISION #:  
CITY OF LANGLEY FILE #  
PROJECT NUMBER: 19-146



**SD3.01**

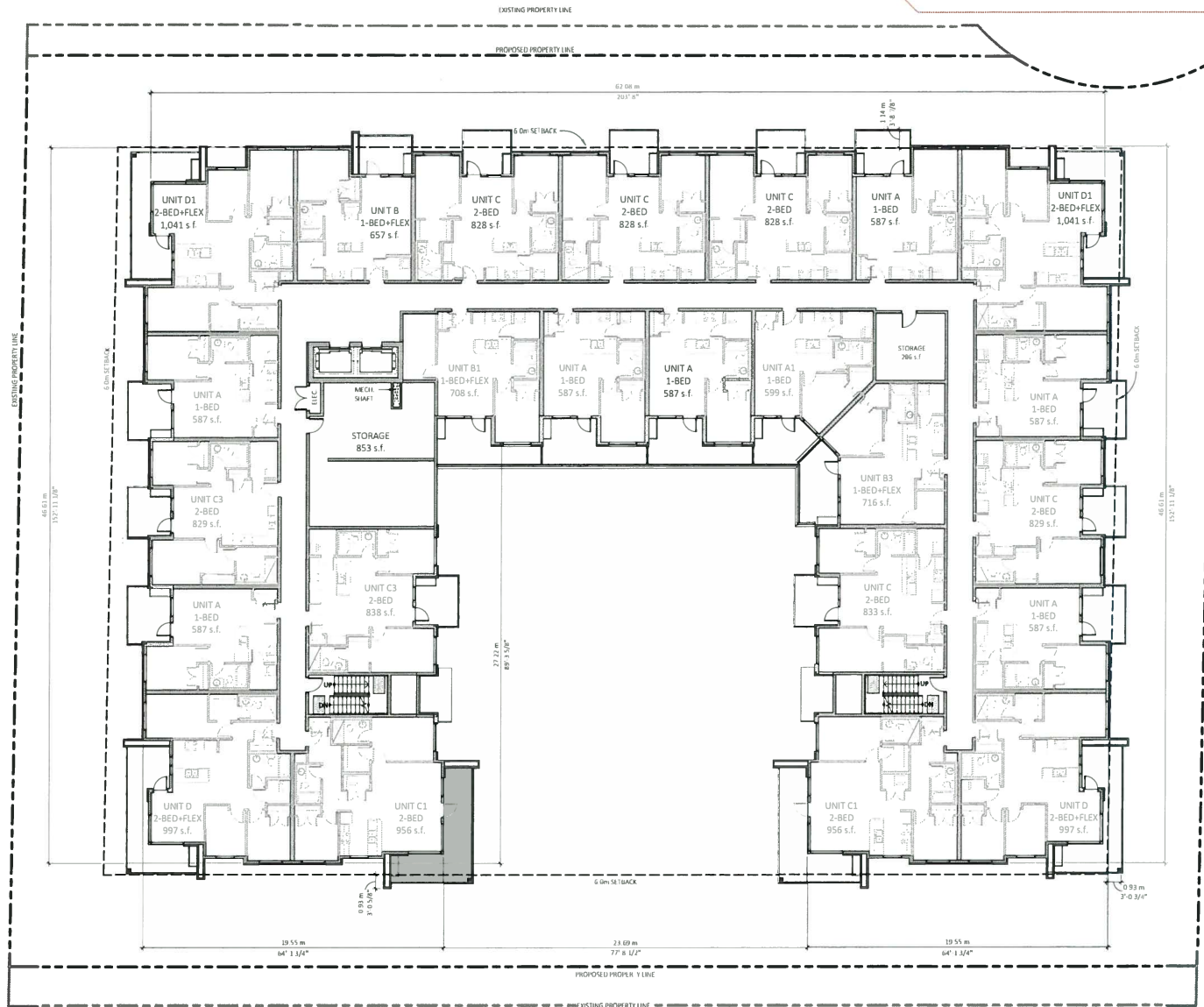


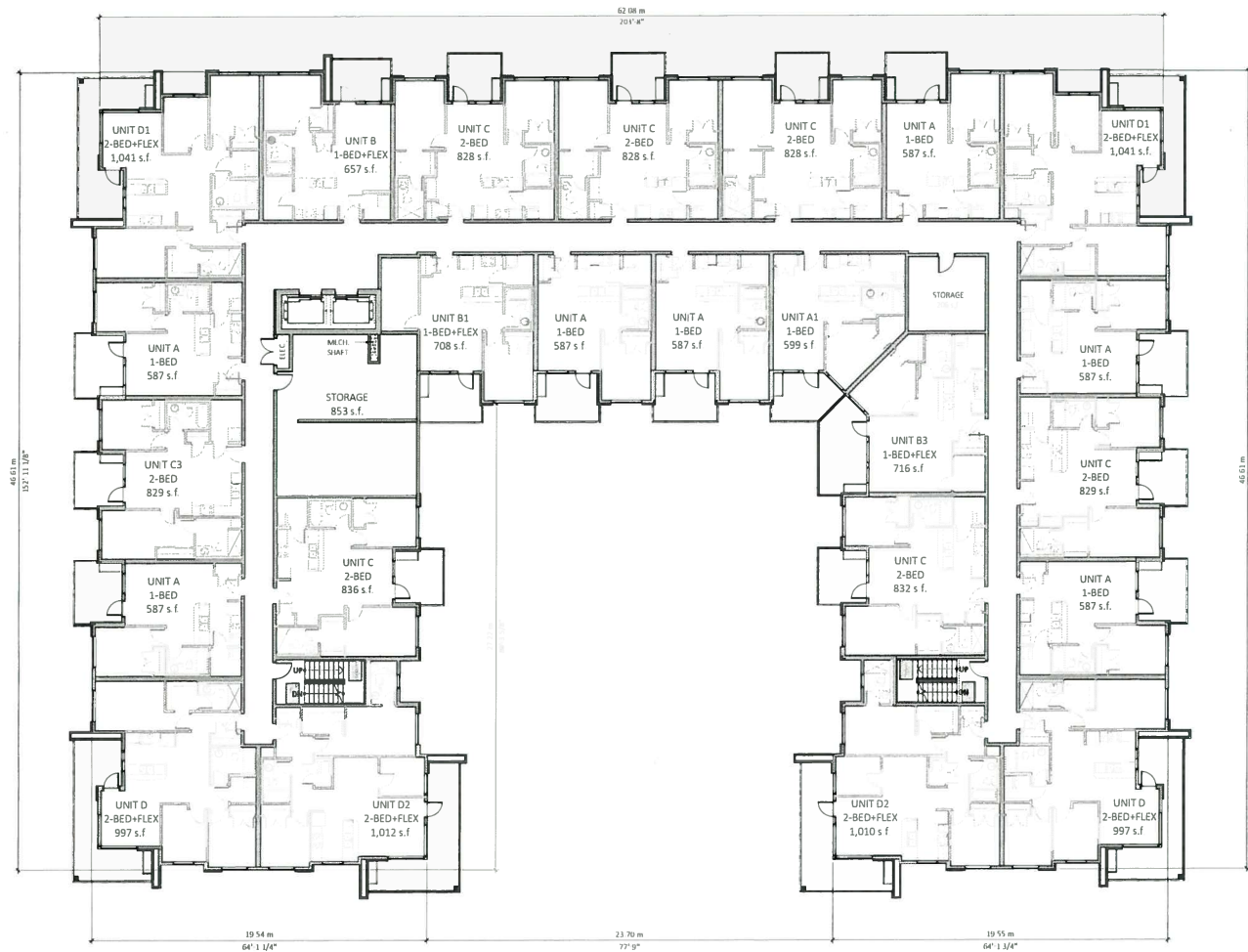
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5321, 5331, 5341, & 5361 200A ST + 5326, 5334, 5340, & 5360 200 ST, LANGLEY, BC

SCALE:  $3/32'' = 1'-0''$







# LINCOLN APARTMENTS

5321, 5331, 5341, & 5361 200A ST • 5326, 5334, 5340, & 5360 200 ST, LANGLEY, BC

# 3rd LEVEL PLAN

SCALE: 3/32" = 1'-0"



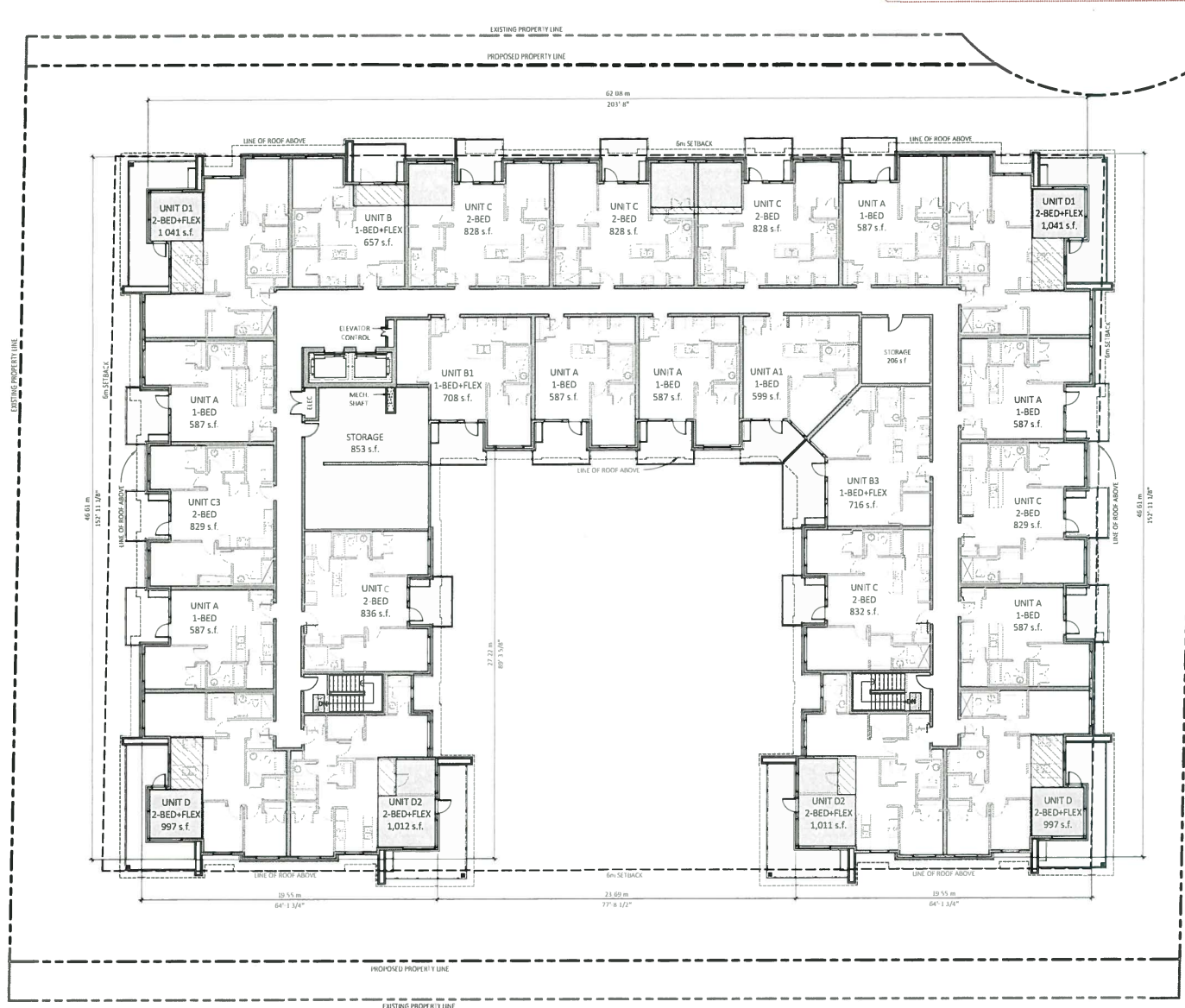
# ISSUED FOR DP RE-SUBMISSION

20-05-04 REVISION #:  
CITY OF LANGLEY FILE #  
PROJECT NUMBER: 19-146



SD3.04





**LINCOLN APARTMENTS**

5321, 5331, 5341, & 5361 200A ST + 5326, 5334, 5340, & 5360 200 ST, LANGLEY, BC

**4th LEVEL PLAN**

SCALE: As Indicated

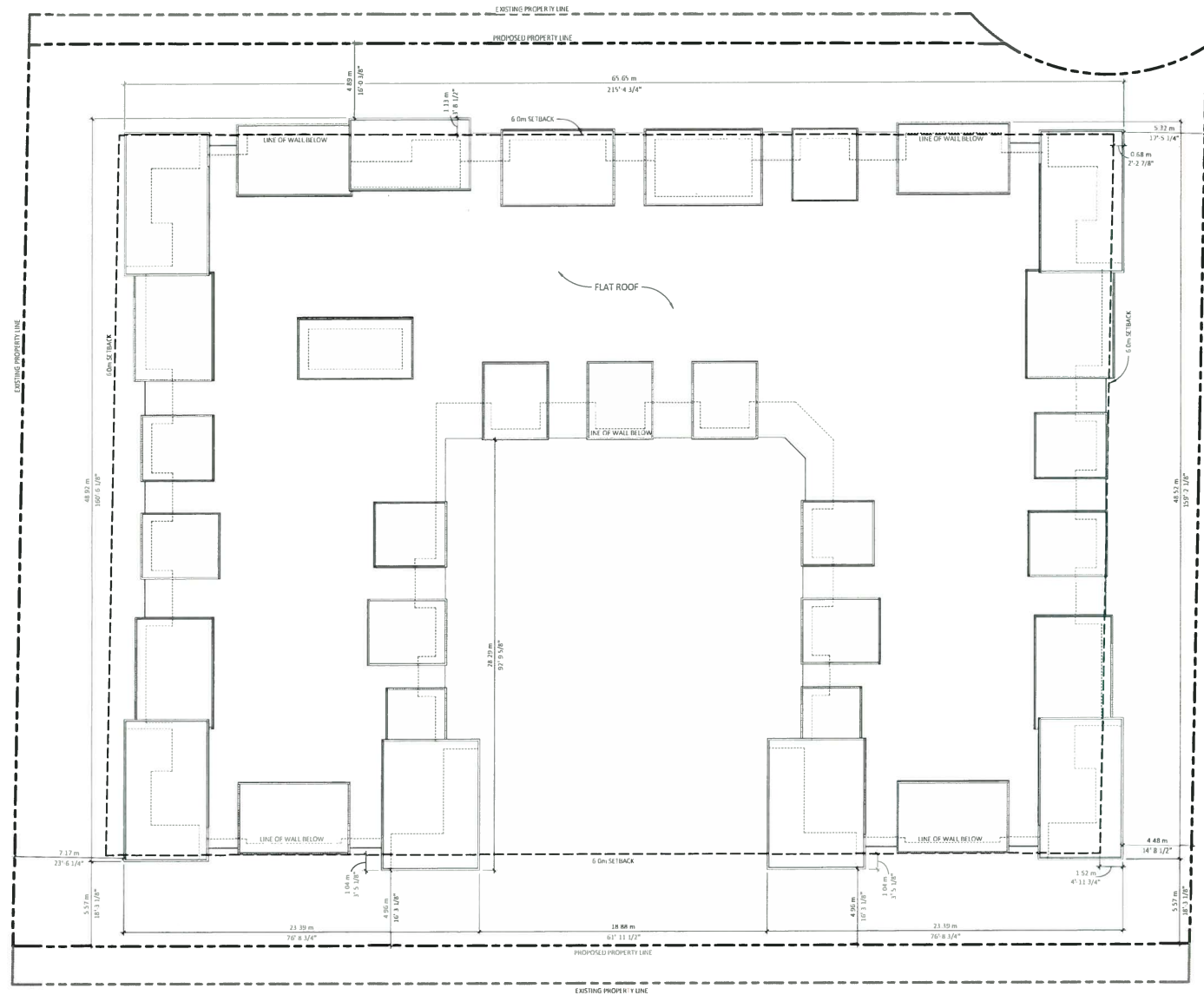


**ISSUED FOR DP RE-SUBMISSION**

20-05-04 REVISION #:  
CITY OF LANGLEY FILE #  
PROJECT NUMBER: 19-146



**SD3.05**



# LINCOLN APARTMENTS

5321, 5331, 5341, & 5361 200A ST + 5326, 5334, 5340, & 5360 200 ST, LANGLEY, BC

# ROOF LEVEL PLAN

SCALE 3/32" = 1'-0"



# ISSUED FOR DP RE-SUBMISSION

20-05-04 REVISION #:  
CITY OF LANGLEY FILE #  
PROJECT NUMBER: 19-146



SD3.06

$1/S'' = 1'-0''$ 
$$1/S'' = 1'-0''$$

- |    |  |    |  |
|----|--|----|--|
| 1  | CEMENT BOARD (SMOOTH) PANEL, SIDING<br>(WEAST TRIM ALUM. REVEALS)<br>"JAMES HARIDE" COLOUR: "ARCTIC WHITE"                   | 17 | BRICK CAPSILL<br>COLOUR: "TO MATCH MULTITL MATERIALS SIDING"   |
| 2  | CEMENT BOARD (SMOOTH) PANEL, SIDING<br>(WEAST TRIM ALUM. REVEALS)<br>"JAMES HARIDE" COLOUR: "AGED PEWTER"                    | 18 | ROOF SOFFIT<br>PERFORATED VINYL<br>COLOUR: WHITE   |
| 3  | CEMENT BOARD (SMOOTH) PANEL, SIDING<br>(WEAST TRIM ALUM. REVEALS)<br>"JAMES HARIDE" COLOUR: "RICH ESPRESSO"                  | 19 | WINDOW VINYL<br>COLOUR: "WHITE EXT. / WHITE INT."  |
| 4  | CEMENT BOARD (SMOOTH) PANEL, SIDING<br>(W/ EAST TRIM ALUM. REVEALS)<br>"JAMES HARIDE" COLOUR: "CUSTOM BLACK"                 | 20 | WOOD PAINT BOARD<br>COLOUR: "PAINTED TO MATCH "JAMES HARIDE"<br>COLOUR: "RICH ESPRESSO"<br>WHITE FRAMES EXT/WHITE INT. |
| 5  | CEMENT BOARD (CEDARIMBLE HORIZONTAL PL SIDING<br>(0" EXPOSURE)<br>"JAMES HARIDE" COLOUR: "AGED PEWTER"                       | 21 | EXTERIOR METAL DOOR<br>COLOUR: "PAINTED TO MATCH "JAMES HARIDE"<br>COLOUR: "RICH ESPRESSO"                             |
| 6  | CEMENT BOARD (CEDARIMBLE HORIZONTAL PL SIDING<br>(0" EXPOSURE)<br>"JAMES HARIDE" COLOUR: "PEARL GRAY"                        | 22 | ALUMINUM PRIVACY SCREEN<br>COLOUR (ALUMINUM): "BLACK"<br>COLOUR (PANELS): "TO MATCH PRIVACY GLASS"                     |
| 7  | CONCRETE BRICK (90mmx160mmx190mm)<br>"MUTUAL MATERIALS" COLOUR: "EBONY", TEXTURE: "MISSION"<br>"MORTAR COLOUR: "MEDIUM GRAY" | 23 | ALUMINUM GRC RAILING<br>COLOUR: "BLACK"  |
| 8  | HARIDE TRIM (SMOOTH)<br>"JAMES HARIDE" COLOUR: "RICH ESPRESSO"   | 24 | EXTERIOR ALUMINUM GLAZED/PAILING<br>COLOUR: "BLACK"  |
| 9  | HARIDE TRIM (SMOOTH)<br>"JAMES HARIDE" COLOUR: "BLACK"   | 25 | CURTAIN BAILE<br>"XANWINE", 1600 UT SYSTEM 1<br>COLOUR: "BLACK ANOZULZ"<br>C/W GRAY SPANDREL PANEL                     |
| 10 | ROOF FASCIA BOARD (PAINTED)<br>"TO MATCH "JAMES HARIDE" COLOUR: "ARCTIC WHITE"   | 26 | CONCRETE WALL<br>COLOUR: "BLACK SEALER"  |
| 11 | ROOF FASCIA BOARD (PAINTED)<br>"TO MATCH "JAMES HARIDE" COLOUR: "AGED PEWTER"  | 27 | METAL FLASHING TO MATCH ADJACENT FINISH  |
| 12 | ROOF FASCIA BOARD (PAINTED)<br>"TO MATCH "JAMES HARIDE" COLOUR: "RICH ESPRESSO"  | 28 | REVEAL<br>"EAST TRIM", COLOUR: "CLEAR ANOZULZ"   |
| 13 | ROOF FASCIA BOARD (PAINTED)<br>COLOUR: "BLACK"   | 29 | PLANTER<br>SMOOTH FACE ALLEN BLACK, C/W MATCHING CAP<br>COLOUR: GRAY   |
| 14 | DECK FASCIA BOARD (PAINTED)<br>"TO MATCH "JAMES HARIDE" COLOUR: "ARCTIC WHITE"   | 30 | STAMPED CONCRETE WALL<br>PATTERN: BRICK, RUNNING BOND<br>STAINES COLOUR: "TO MATCH "MUTUAL MATERIALS<br>"EBONY"        |
| 15 | DECK FASCIA BOARD (PAINTED)<br>COLOUR: "BLACK"   |    |  |
| 16 | TRIMMER COLUMN<br>PAINTED TO MATCH "JAMES HARIDE" COLOUR: "RICH ESPRESSO"  |    |  |



5321, 5331, 5341, & 5361 200A ST + 5326, 5334, 5340, & 5360 200 ST, LANGLEY, BC

SCALE: 1/8" = 1'-0"

20-05-04 REVISION #:  
CITY OF LANGLEY FILE #  
PROJECT NUMBER: 19-146



SD4.01



# MULTI-FAMILY RESIDENTIAL



## SOUTH ELEVATION

1/8" = 1'-0"



## EAST ELEVATION

1/8" = 1'-0"



### LINCOLN APARTMENTS

5321, 5331, 5341, & 5361 200A ST + 5326, 5334, 5340, & 5360 200 ST, LANGLEY, BC

### BUILDING ELEVATIONS

SCALE - 1/8" = 1'-0"

### ISSUED FOR DP RE-SUBMISSION

20-05-04 REVISION #:  
CITY OF LANGLEY FILE #  
PROJECT NUMBER: 19-146



SD4.02

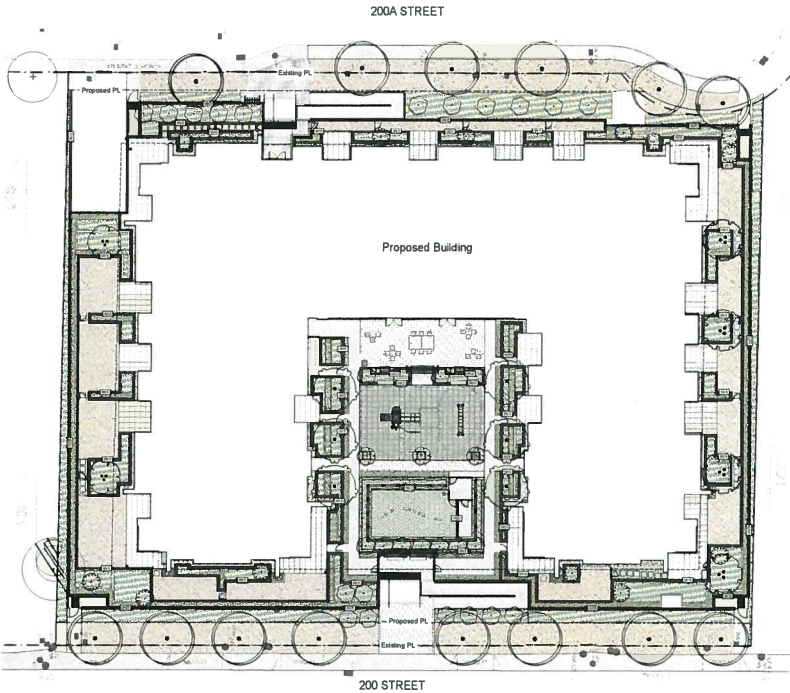
# Lincoln Apartments

Re-Issued for Development Permit

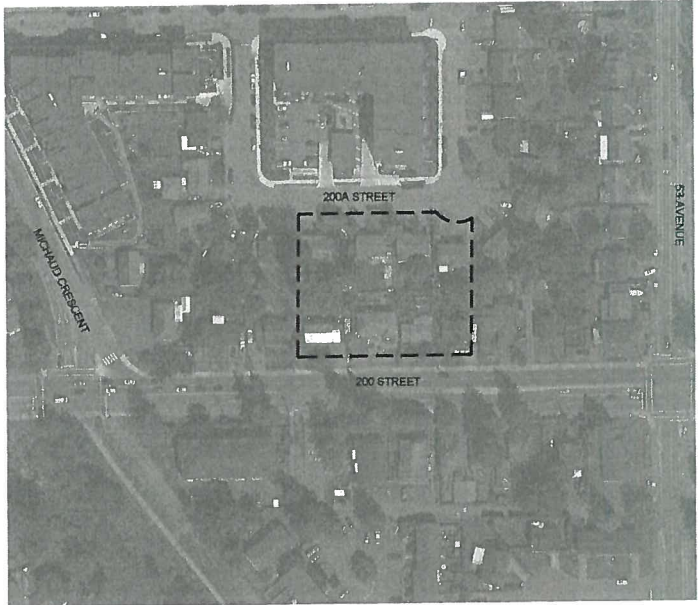
Contact Information	Other Key Contacts:	
<b>VDZ+A</b> <small>Project Landscape Architecture</small>  Fort Langley Studio 100 - 9181 Church Street Fort Langley, British Columbia V1M 2R8  Mount Pleasant Studio 102-3535 Kingsway Vancouver, British Columbia V5T 3J7  Primary project contact Melody Smale melody@vdz.ca o. 604 546 0935  Alternate contacts (in case away) Stephen Heller Landscape Architect stephen@vdz.ca o. 604 546 0925	<b>Tannin Developments Ltd</b> <small>Project Owner</small>  #115 @ 20434 64 Ave Langley, BC V2Y 1M4 604 533 2260	<b>Keystone Architecture</b> <small>Project Building Architect</small>  #300 - 33131 S Fraser Way Abbotsford BC V2S 2B1 o. 604 850 0577
<b>Legal Address and Description:</b>  Lots 292-295, Plan NWP42982 + Lot 93, Plan NWP33845 + Lot 44, Plan NWP31810 + Lots 287-289, Plan NWP42737		

Sheet List Table

Sheet Number	Sheet Title
L-00	Cover Page
L-01	Tree Management Plan
L-02	Site Plan
L-03	Planting Plan
L-04	Courtyard Amenity Plan
L-05	Irrigation Plan
LD-01	Details
LD-02	Details
LD-03	Details
LD-04	Details
LD-05	Details
LD-06	Irrigation Details



1 SITE PLAN OVERVIEW  
Scale 1:250



2 LOCATION MAP  
NTS

**VDZ+A**  
LANDSCAPE ARCHITECTURE | CIVIL ENGINEERING | URBAN FORESTRY  
FORT LANGLEY STUDIO | MOUNT PLEASANT STUDIO  
100-9181 Church St | 102-3535 Kingsway  
Fort Langley, BC | Vancouver, BC  
V1M 2R8 | V5T 3J7  
www.vdz.ca 604-883-0024

4	Mod	Revised for DP	2020-05-04
3	Mod	Revised for DP	2020-04-07
2	Mod	Revised for DP	2020-03-07
1	Mod	Issued for DP	2020-01-24
No.	By	Description	Date
REVISIONS TABLE FOR DRAWINGS			
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No.	By	Description	Date
REVISIONS TABLE FOR SHEET			
Project:			
LINCOLN APARTMENTS			
Location:			
5321, 5331, 5341, & 5361 200A ST + 5326, 5334, 5340, & 5360 200 ST LANGLEY, BC			
Drawn	Mod	Stamp	
Checked	SH		
Approved	VDZ	Original Sheet Size: 24"x36"	
Scale	AS NOTED	CONTRACTOR SHALL CHECK ALL DIMENSIONS AND THE VARIOUS REVISIONS AND APPROVALS TO THE COVER SHEET AND ALL DIMENSIONS SHALL BE VERIFIED BY THE COVER SHEET AND ALL DIMENSIONS SHALL BE VERIFIED BY THE COVER SHEET AND ALL DIMENSIONS SHALL BE VERIFIED BY THE COVER SHEET	

Drawing Title: COVER PAGE

VDZ Project #: DP 2020-06

Drawing #: L-00



**TREE LEGEND**

Existing Tree to Remain	Existing Tree to be Removed	Existing Tree, Remove or Retain Pending Final Site Plan	Tree Protection Fence as per City of Langley Standard

Refer to Arborist Report

No	By	Description	Date
4	MdS	Revised for DP	2020-05-04
3	MdS	Revised for DP	2020-04-07
2	MdS	Revised for DP	2020-02-07
1	MdS	Issued for DP	2020-01-24

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No	By	Description	Date
1	MdS	For Arborist Report Submission	Mar 16, 2020

**REVISIONS TABLE FOR SHEET**

Project:  
LINCOLN APARTMENTS

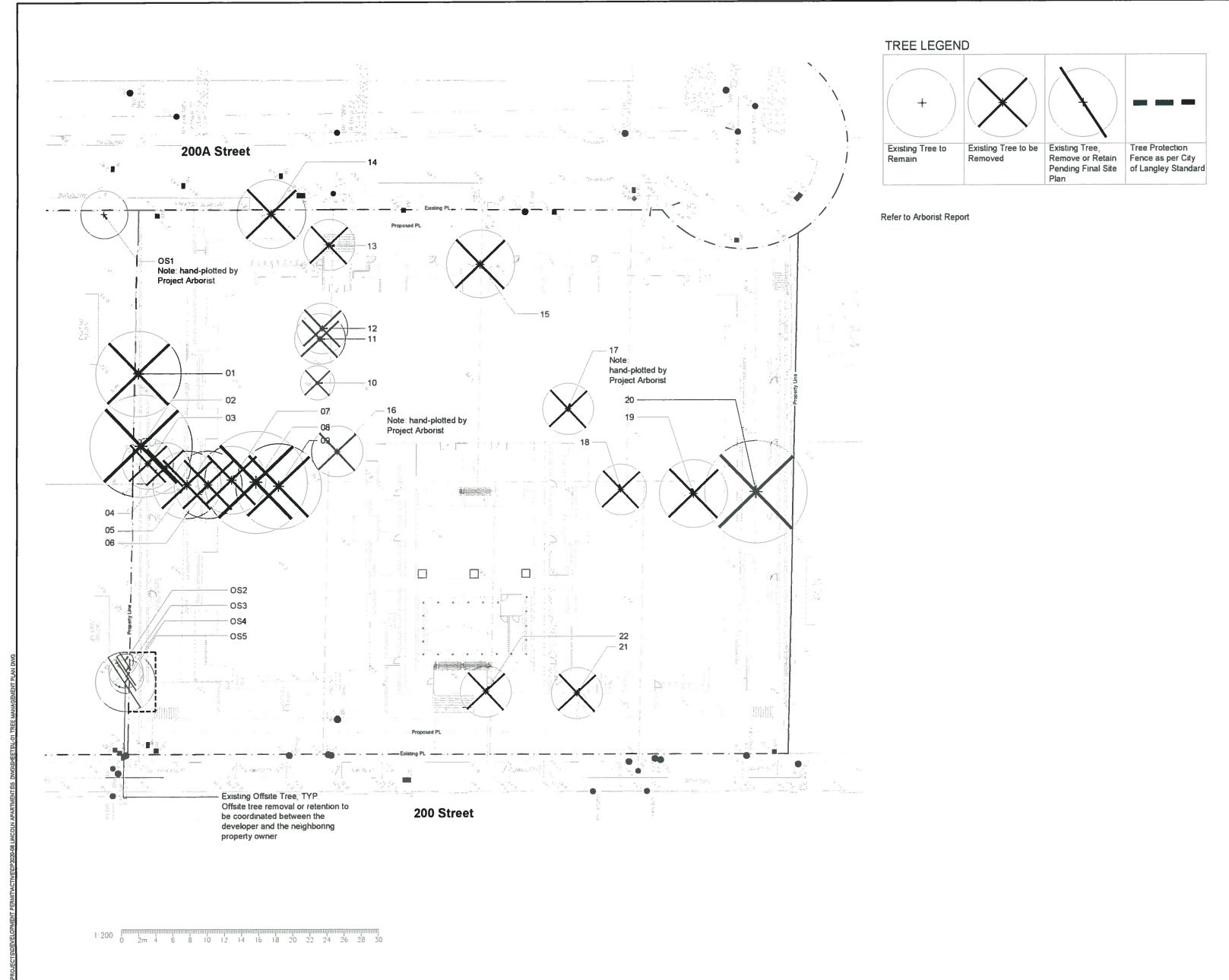
Location:  
5321, 5331, 5341, & 5361 200A ST  
+ 5326, 5334, 5340, & 5360 200 ST  
LANGLEY, BC

Drawn MdS	Stamp 
Checked SH	
Approved VDZ	Original Sheet Size 24"x36"
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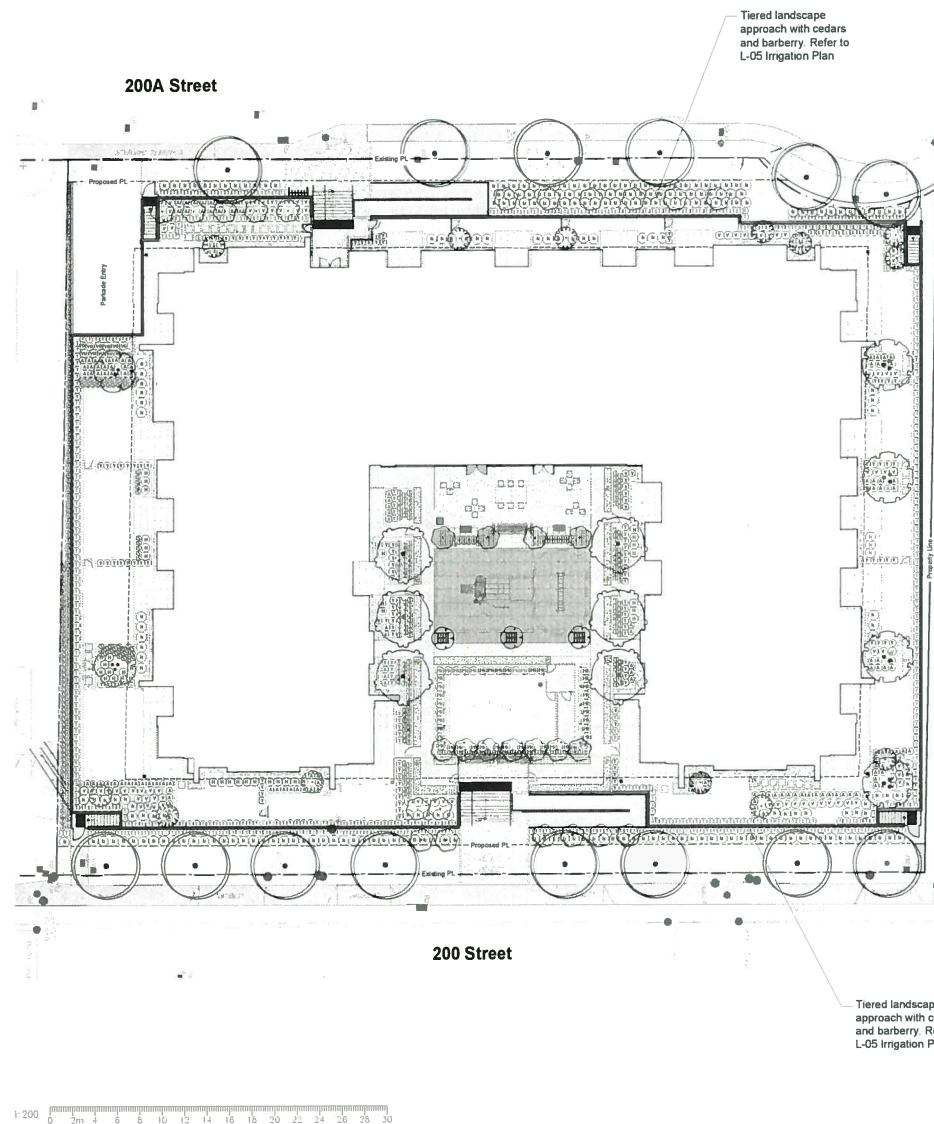
**TREE MANAGEMENT PLAN**

VDZ Project #  
**DP 2020-06**

Drawing #  
**L-01**







### TREE SCHEDULE

TREES	BOTANICAL / COMMON NAME	CONT	SIZE	QTY	REMARKS
	<i>Acer coronatum</i> / Vine Maple	B&B	2.5m ht	2	Uniform branching, nursery grown, dense tree, minimum 3 stems
	<i>Acer palmatum</i> / Common Japanese Maple	B&B	2.5m ht	4	Nursery grown, minimum 3 stems
	<i>Acer palmatum</i> 'Sango Kaku' / Bloodgood Japanese Maple	B&B	#10 pot	3	Uniform branching, nursery grown, dense tree
	<i>Chamaecyparis obtusa</i> 'Gracilis' / Hinko False Cypress	B&B	2.5m ht	13	Nursery grown, dense tree
	<i>Fagus sylvatica</i> 'Dawson Gold' / European Beech	B&B	6cm cal	30	Uniform branching, nursery grown, dense tree, 1.5m (5') std
	<i>Styrax japonica</i> 'Snowcone' / Japanese Snowball	B&B	6cm cal	8	Uniform branching, nursery grown, dense tree, 1.5m (5') std

### STREET TREE

BOTANICAL / COMMON NAME	CONT	SIZE	QTY	REMARKS
Street Tree / Street Tree			15	Tree planting locations, species selection, and planting requirements to be confirmed with City of Langley

### PLANT SCHEDULE

SHRUBS	BOTANICAL / COMMON NAME	CONT	SPACING	QTY
AZ	<i>Azalea</i> 'Northern Lights' / Northern Lights Azalea Nursery grown, well established	#2	0.75m	15
A	<i>Azalea japonica</i> 'Hino White' / Hino White Japanese Azalea Nursery grown, well established	#3	0.60m	133
B	<i>Barberry thunbergii</i> 'Rose Glow' / Rosy Glow Barberry Nursery grown, well established	#3	0.90m	177
H	<i>Hydrangea macrophylla</i> 'All Summer Beauty' / All Summer Beauty Bigleaf Hydrangea Nursery grown, well established	#2	0.75m	38
L	<i>Lonicera caerulea</i> / Privet Honeysuckle Nursery grown, well established	#3	0.60m	34
PR	<i>Prunus laurocerasus</i> 'Otto Luyken' / Luykens Laurel Nursery grown, well established	#2	0.75m	44
R	<i>Rhododendron</i> x 'P.J.M. Compact' / P.J.M. Compact Rhododendron Nursery grown, well established	#3	0.90m	68
S	<i>Sarcococca hookeriana</i> 'humilis' / Sweet Box Nursery grown, well established	#2	0.45m	54
Y	<i>Taxus x media</i> 'Hicks' / Hicks Yew B&B, well established, nursery grown	1.2m ht	0.60m	139
T	<i>Thuja occidentalis</i> 'Smaragd' / Emerald Green Arborvitae B&B, well established, nursery grown	1.5m ht	0.60m	511
VO	<i>Vaccinium ovatum</i> 'Thunderbird' / Evergreen Huckleberry Nursery grown, well established	#3	0.75m	12
V	<i>Viburnum davidii</i> / David Viburnum Nursery grown, well established	#2	0.75m	87
PERENNIALS	BOTANICAL / COMMON NAME	CONT	SPACING	QTY
4	<i>Polystichum munitum</i> / Western Sword Fern Nursery grown, well established	#2	0.45m	181
3	<i>Salvia nemorosa</i> 'Caradonna' / Caradonna Sage Nursery grown, well established	#1	0.45m	64
1	<i>Sipa tenuissima</i> / Mexican Feather Grass Nursery grown, well established	#1	0.45m	203
GROUND COVERS	BOTANICAL / COMMON NAME	CONT	SPACING	QTY
	<i>Pachysandra terminalis</i> / Japanese Spurge Nursery grown, well established	#1	380mm	342

No	By	Description	Date
4	MIS	Re-issued for DP	2020-05-04
3	MIS	Re-issued for DP	2020-04-07
2	MIS	Re-issued for DP	2020-02-07
1	MIS	Issued for DP	2020-01-24

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No	By	Description	Date
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REVISIONS TABLE FOR SHEET

Project:  
**LINCOLN APARTMENTS**

Location:  
5321, 5331, 5341, & 5361 200A ST  
+ 5326, 5334, 5340, & 5360 200 ST  
LANGLEY, BC

Drawn:  
MIS

Checked:  
SH

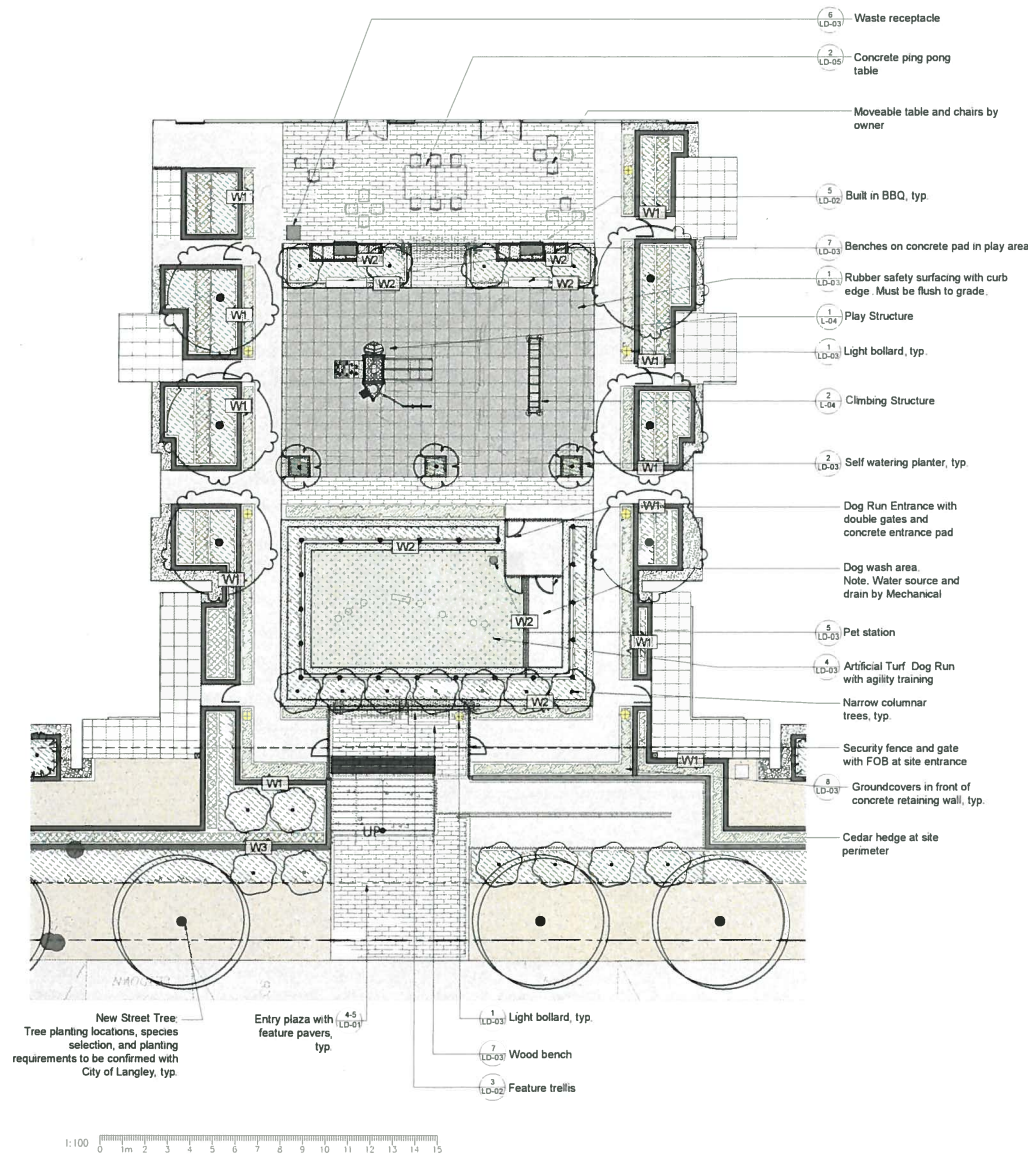
Approved:  
VDZ

Scale:  
1:200

Stamp:  
Original Sheet Size  
24x36"



2. PROJECT: LINCOLN APARTMENTS, 5331-5335 LANGLEY AVENUE, LANGLEY, BC V3A 2G5



Model: 105204  
Manufacturer: Blue Imp  
Supplier: Swing Time Distributors  
Colour: TBD  
Or approved equal.

Note: to be installed as per manufacturer's instructions

#### 1 PLAY STRUCTURE

NTS



Model: CN-452 R1 Horizontal Ladder  
Manufacturer: Blue Imp  
Supplier: Swing Time Distributors  
Colour: TBD  
Or approved equal.

Note: to be installed as per manufacturer's instructions

#### 2 CLIMBING STRUCTURE

NTS

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LANDSCAPE ARCHITECTURE | CIVIL ENGINEERING | DESIGN CONSULTING  
FORT LANGLEY STUDIO | MOUNT PLEASANT STUDIO  
100-9182 Church St | 100-333 Langway  
Fort Langley, BC | Vancouver, BC  
V3M 2H3 | V5T 5T7  
www.vdz.ca 604-882-0024

No.	By	Description	Date
4	MAS	Revised for DP	2020-05-04
3	MAS	Revised for DP	2020-04-07
2	MAS	Revised for DP	2020-03-07
1	MAS	Issued for DP	2020-01-24

REVISIONS TABLE FOR DRAWINGS  
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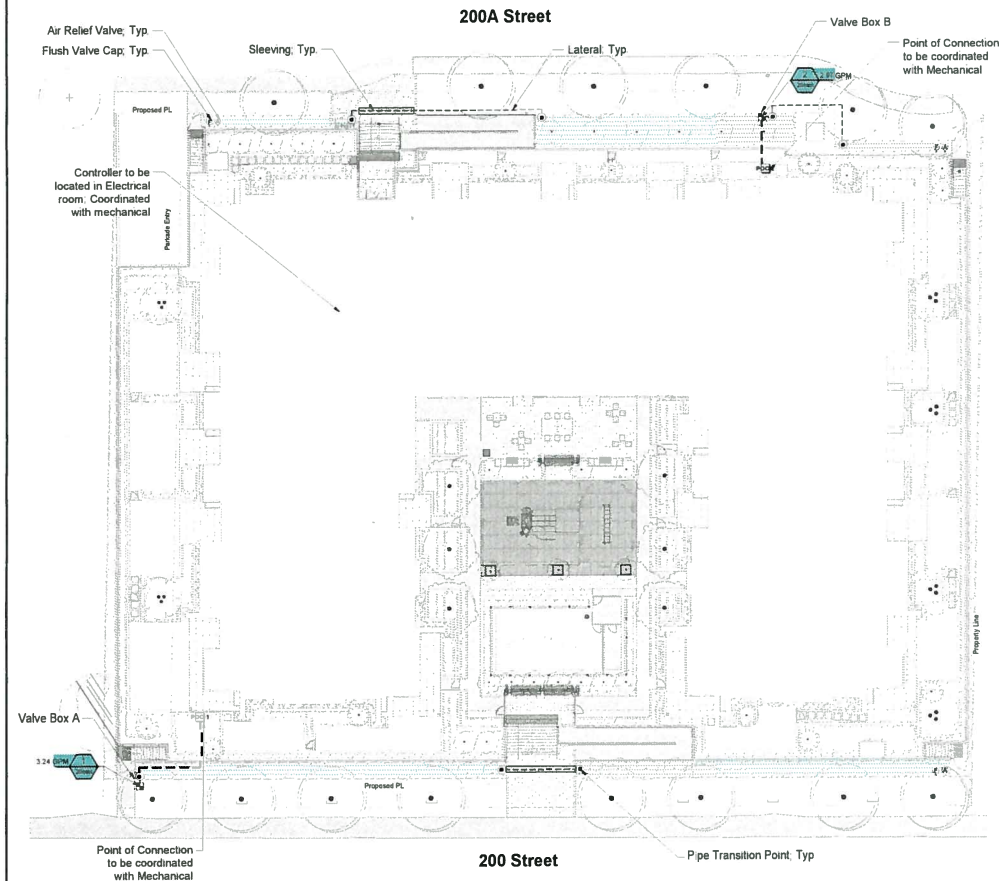
No.	By	Description	Date
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REVISIONS TABLE FOR SHEET  
Project:  
LINCOLN APARTMENTS

Location:  
5321, 5331, 5341, & 5361 200A ST  
+ 5326, 5334, 5340, & 5360 200 ST  
LANGLEY, BC

Drawn MJS	Stamp
Checked SH	
Approved VDZ	Original Sheet Size 24"x36"
Scale 1:100	CONTRACTOR SHALL CHECK ALL DIMENSIONS AND THE WORK SHALL BE SUBJECT TO THE CITY OF LANGLEY'S INSPECTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS.

Drawing Title: COURTYARD AMENITY PLAN  
Drawing # L-04  
DP 2020-06  
VDZ Project #



1 IRRIGATION PLAN  
Scale 1:200

VALVE SCHEDULE

VALVE BOX	ZONE	SIZE	LOCATION	TYPE	GPM
A	1	20mm	WEST SHRUBS	Drip XFD-04-18	3.24
B	2	20mm	EAST SHRUBS	Drip XFD-04-18	2.97

1:200 0 2m 4m 6m 8m 10m 12m 14m 16m 18m 20m 22m 24m 26m 28m 30m

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY
	Rain Bird LFV-075 3/4" Low Flow DV Valve	2
	Pipe Transition Point above grade Pipe transition point from PVC lateral to drip tubing with riser to above grade installation.	7
	Dripline Flush Valve cap in compression fitting coupler.	3
	13 mm Air Relief Valve, made of quality rust-proof materials, with a 15 cm drip valve box (SEB 7XB emitter box)	3
	Area to Receive Dripline Rain Bird XFD-04-18 XFD On-Surface Pressure Compensating Landscape Dripline. 0.4 GPH emitters at 48cm O.C. Dripline laterals spaced at 46cm apart, with emitters offset for triangular pattern. UV Resistant. Specify XF insert fittings.	126.8 m <sup>2</sup>
SYMBOL	MANUFACTURER/MODEL	QTY
	Irrigation Lateral Line: CPVC Schedule 40	13.1 m
	Irrigation Mainline: PVC Schedule 40	9.5 m
	SCH 40 PVC sleeving under all sidewalks. Steel sleeving under all vehicular roads.	



IRRIGATION NOTES:

- System is based on 25 PSI (min.) and 30 GPM (max.) at the connection point.
- City pressure at connection point is hovering around 80PSI, pressure regulated down to 50PSI after DCV.
- Contractor to determine pipe layout to ensure system operates as per specifications.
- Velocity in all irrigation lines not to exceed 5' per second. Contractor to adjust pipe sizing accordingly.
- If a discrepancy occurs between drawings and specifications, specifications are to be followed.
- All length quantities shown are approximate. Contractor to verify all quantities.
- Back Flow Prevention Valve and Water Meter as per City of North Vancouver standards. New service boxes sized to contain all required valves and blow-out tees. To match City of North Vancouver standards.
- All products to be installed as per manufacturer's specifications unless noted otherwise.
- Each irrigation line to have 4" SCH 40 PVC sleeving under all sidewalks. Steel sleeving to be used under all vehicular roads and driveways.
- All service connections to be coordinated with civil and mechanical engineer. Allow for proper winterization through ball valve installation.
- Coordinate all irrigation trenches and pipe locations to avoid conflicts with proposed utilities.
- Low-point irrigation heads require anti-draining check valves if not already provided in irrigation head specification.
- All products to be installed as per manufacturer's specifications unless noted otherwise. Contractor to provide all permits required for installation of irrigation system.
- Contractor to verify the existence, location and elevation of all underground utilities and services prior to commencement of the work.
- Install all irrigation components as per manufacturer's specifications.
- All pipe to be installed at a minimum of 18" below finish grade.
- Main line to be installed at a minimum of 24" below finish grade.
- All valves to be installed in 10" or larger valve box.
- All irrigation heads in non turf areas to be 12" High Pop heads.
- Control wire from the controller to valves shall be a minimum 14-gauge burial type, CSA approved type PE direct burial wire.
- Contractor to confirm pressure and pipe sizing at connection point and install pressure reducer as required.
- Provide as built drawings for any changes made to the irrigation plan.
- The irrigation system will be inspected by the consultant upon completion.
- All irrigation components under sidewalks and driveways shall be sleeved. (sized as per plan).
- Contractor to install (2) 18 gauge multi-strand direct burial wires along the length of the mainline to connect all valve boxes. Contractor to tape wire to underside of mainline along length. At each box location contractor to stub-up wire into box and leave a minimum of 600mm exposed wire, zip-strapped into a small coil for future connection to the valve system.

No.	By	Description	Date
4	MES	Revised for DP	2020-05-04
3	MES	Revised for DP	2020-04-07
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1	MES	Issued for DP	2020-01-24

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No.	By	Description	Date
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REVISIONS TABLE FOR SHEET

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LINCOLN APARTMENTS  
  
Location:  
5321, 5331, 5341, & 5361 200A ST  
+ 5326, 5334, 5340, & 5360 200 ST  
LANGLEY, BC

Drawn	Stamp
LJ	
Checked	Original Sheet Size
SH	24"x36"
Approved	Scale
VDZ	1:200

1:200  
VDZ+A  
100-8181 Church St. | V2C 3S5 | Surrey  
Fort Langley, BC | Vancouver, BC  
V3V 2B8 | V3T 3J7  
www.vdz.ca 604-882-0024

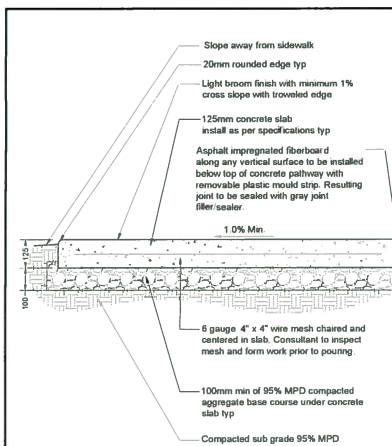
Drawing Title:  
IRRIGATION PLAN



VDZ Project #:  
DP 2020-06

Drawing #:  
L-05

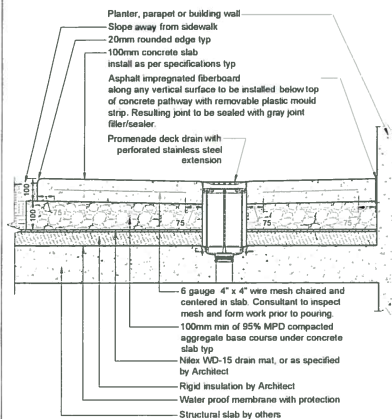




- ### Notes

1. Contractor to provide expansion joints where concrete meets all vertical structures.
2. Horizontal scorelines at 1500mm o.c. both ways unless shown otherwise. Refer to plans.
3. Center scoreline on 150mm smooth finish or to match existing concrete pathway.
4. All components as specified or approved alternate.
5. Concrete to slope to drain.
6. Expansion joint every 3000mm o.c. both ways.
7. Contractor to contact Landscape Architect for scoreline approval prior to cutting.

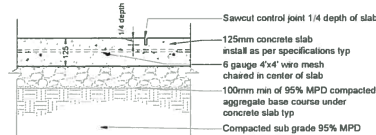
**1 CONCRETE PAVING - OFF SLAB**  
Scale 1:10



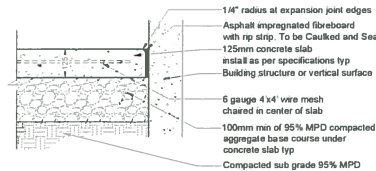
- Notes:**

1. Contractor to provide expansion joints where concrete meets all vertical structures.
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3. Center scoreline on 150mm smooth finish or to match existing concrete pathway.
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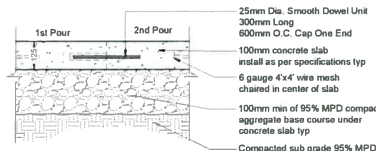
2 CONCRETE PAVING - ON SLAB  
Scale 1/10



CONTROL JOINT

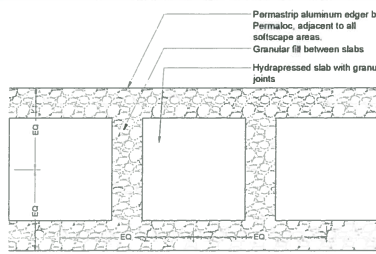


### EXPANSION/ISOLATION JOINT

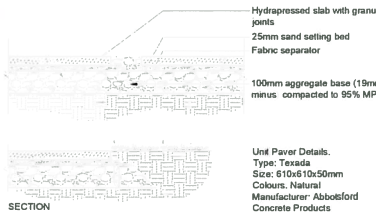


## COLD JOINT

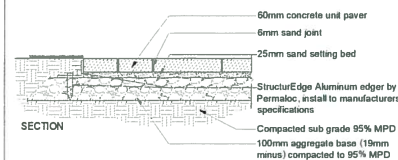
### 3 CONCRETE JOINTS



### PLAN



## 7 MAINTENANCE PATH

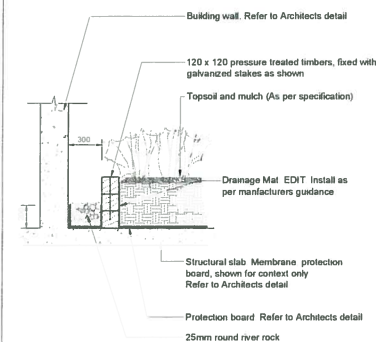


## SECTION

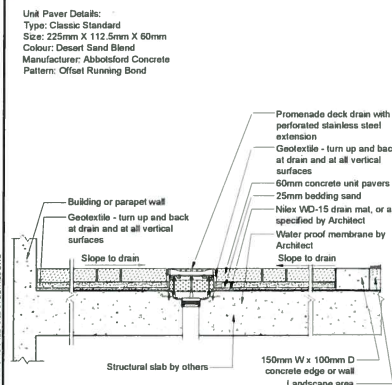
- NOTES

1. All bedding sand to meet ASTM C33 or CSA A23.1 FA1.
2. All joint sand to meet ASTM C144 or CSA A179.
3. All components as specified or approved alternate.
4. Contractor to provide cut sheets of all components for Landscape Architect approval.
5. Contractor to ensure no visible pooling occurs on paver surface.
6. All joints to be tight fit.
7. All paver cuts to be minimum  $\frac{1}{2}$  Paver.

#### 4 CONCRETE UNIT PAVERS - OFF SLAB



## 8 DRIP STRIP

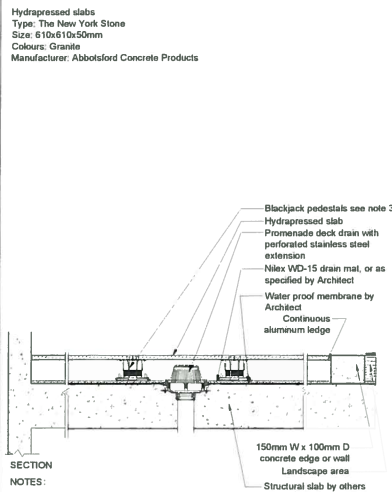


SECTION

- NOTES  
1. All

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2. All joint sand to meet ASTM C144 or CSA A179.
3. All components as specified or approved alternate.
4. Contractor to provide cut sheets of all components for Landscape Architect approval.
5. Contractor to ensure no visible pooling occurs on paver surface.
6. All joints to be tight fit.
7. All paver cuts to be minimum 1 Paver.

**5 CONCRETE UNIT PAVERS - ON SLAB**  
Scale 1/10



## SECTION

- ## NOTES

- NOTES:
1. All components as specified or approved alternate.
2. Contractor to provide cut sheets of all components for Landscape Architect approval.
3. Blackjack Screwjack or OneStep system depending on depth to slab.
4. Aluminum ledge to be secured to wall/curb with concrete screws.
- Structural slab by others

## 6 HYDRAPRESSED PAVERS - ON SLAB

4	MdS	Re-issued for DP	2020-05-04
3	MdS	Re-issued for DP	2020-04-07
2	MdS	Re-issued for DP	2020-02-07
1	MdS	issued for DP	2020-01-24
No	By:	Description	Date

**REVISIONS TABLE FOR DRAWINGS**

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No	By	Description	Date
REVISIONS TABLE FOR SHEET			

Project  
LINCOLN APARTMENTS

Location:  
5321, 5331, 5341, & 5361 200A ST  
+ 5326, 5334, 5340, & 5360 200 ST  
LANGLEY, BC

Drawn: MS	Stamp
Checked: SH	
Approved: SH/12	
Original Sheet Size: 24" x 36"	

CONTRACTOR SHALL CHECK ALL  
DIMENSIONS ON THE WORK AND REPORT  
ANY DISCREPANCY TO THE CONSULTANT  
BEFORE PROCEEDING WITH THE WORK.  
THE CONSULTANT SHALL BE RESPONSIBLE  
FOR THE DESIGN OF THE WORK.  
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THE CONSULTANT SHALL BE RESPONSIBLE  
FOR THE DESIGN OF THE WORK.

**PLAYGROUND SAFETY SURFACING**  
 Type: DuraSafe Safety Tiles  
 Colour: Sandy Lane  
 Supplier: WestPlay

NOTE:  
 Or approved substitute

1 RUBBER SURFACING ON SLAB  
 Scale 1:10

**BLOCK WALL**  
 Type: Allan Block  
 Wall Colour: Silverton  
 Cap Colour: Charcoal  
 Multiple sizes, randomized pattern  
 Or approved equal.

NOTE:  
 1. All walls over 1.2m in height will need to be Structurally Engineered.  
 2. All planters to be connected to Slab drainage system.

2 TIMBER RETAINING WALL - ON SLAB  
 Scale 1:10

3 FEATURE ENTRY TRELLIS  
 NTS  
 Scale 1:10

NOTES:  
 1. Coordinate wall tie in to slab with Architect and Structural Engineer.  
 2. All walls over 1.2m in height will need to be Structurally Engineered.  
 3. All planters to be connected to Slab drainage system.

4 CONCRETE RETAINING WALL  
 Scale 1:10

Notes:  
 1. Contractor to verify BBQ dimensions prior to construction of BBQ enclosure.  
 2. Contractor to submit shop drawings for approval.  
 3. BBQ grill to be installed per manufacturers specifications.  
 4. Gas line to be coordinated with Mechanical Engineer and to meet BBQ manufacturers specifications.  
 5. BBQ Unit model BGB36-BQAR by Fisher & Paykel, or approved equal.

5 COURTYARD ENTRY GATE  
 Scale 1:20

Surface Mounted Gate installed at Courtyard Unit Entrances  
 To be installed between retaining walls.  
 Gate to match Architectural Guardrail  
 Gate height to be 42" (1067mm)

6 COURTYARD UNIT ENTRY GATE  
 NTS

No	By	Description	Date
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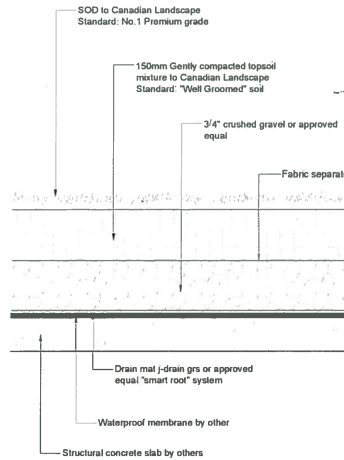
Light Bollard:  
Model: BEGA LED system bollard  
Light emission: 180° on walkway  
Colours: Graphite finish  
Manufacturer: BEGA  
Or approved equal.

1 LIGHT BOLLARD  
NTS

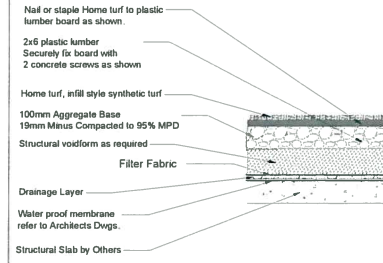


Model #: UFSW-38S  
Colour: Harbour Grey  
Aluminum Frame: Powder Coat Black

2 SELF WATERING PLANTER  
NTS



3 SOD ON SLAB  
Scale 1:10



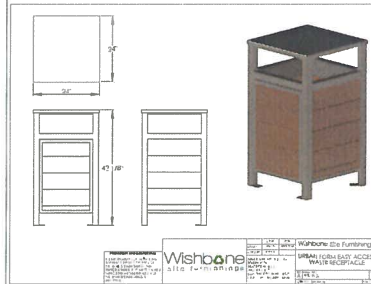
Notes:  
1. Supplier of Artificial turf:  
Marathon Surfaces  
Toll Free: 1.888.878.0625  
2. Install as per manufactures specifications.

4 ARTIFICIAL TURF ON SLAB  
Scale 1:10



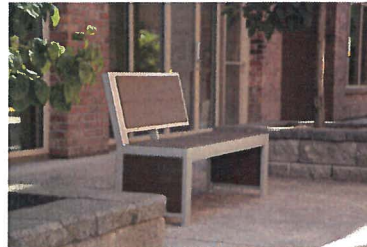
Model #1003A-L  
Manufacturer: Dogspot  
All-Aluminum  
Or approved equal.

5 DOG RUN WASTE BAG DISPENSER  
NTS



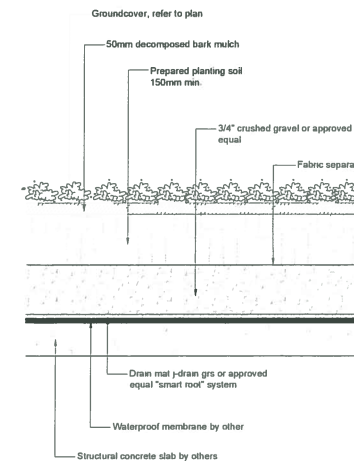
Model: Urban Form Easy Access Waste Receptacle  
Manufacturer: Wishbone Sge Furnishings  
Aluminum Frame: Powdercoat Black  
Recycled Lumber: Harbour Grey  
Or approved equal.

6 WASTE RECEPTACLE WITH DOME LID  
NTS



Model: Urban Form Park Bench  
Manufacturer: Wishbone Sge Furnishings  
Aluminum Frame: Powdercoat Black  
Recycled Lumber: Harbour Grey  
Or approved equal.

7 WOOD BENCH  
NTS



8 GROUNDCOVERS ON SLAB  
Scale 1:10

**VDZ+A**  
LANDSCAPE ARCHITECTURE • CIVIL ENGINEERING • URBAN DESIGN  
FORT LANGLEY STUDIO | MOUNT PLEASANT STUDIO  
100-8181 Church St | 102-355 Langway  
Fort Langley, BC | Vancouver, BC  
VIM DR# VST 317  
www.vdz.ca 604 882-0024

No.	By	Description	Date
4	MSS	Re-issued for DP	2020-05-04
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1	MSS	Issued for DP	2020-01-24

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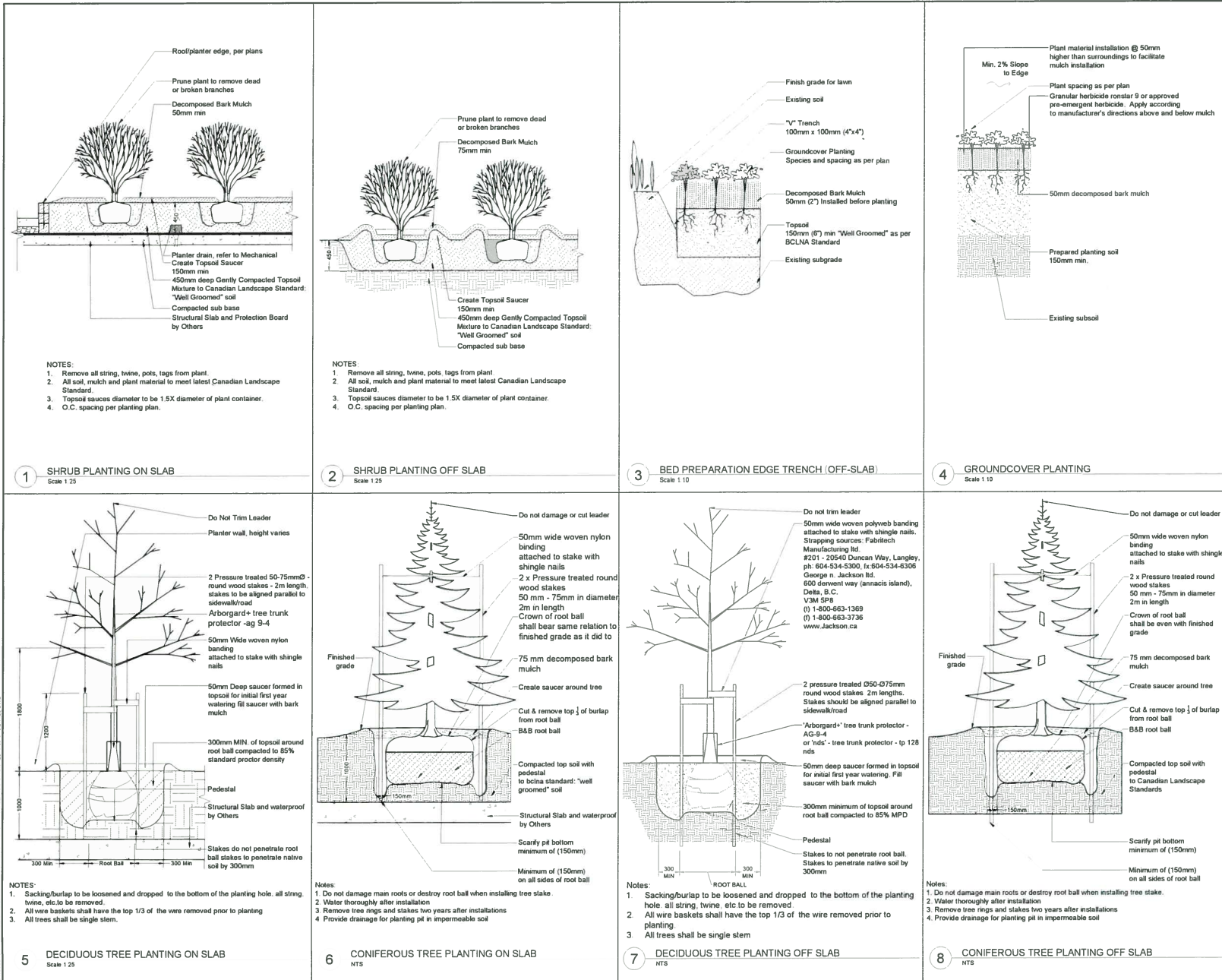
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Approved MVDZ	Original Sheet Size 24"x36"
Scale AS SHOWN	

Drawing Title:  
DETAILS

VDZ Project #:  
DP 2020-06

Drawing #:  
LD-03





**VDZ+A**  
LANDSCAPE ARCHITECTURE | CIVIL ENGINEERING | DESIGN PARTNERSHIP  
FORT LANGLEY STUDIO | MOUNT PLEASANT STUDIO  
100-1500 Church St. | 100-1500 Highway 1  
Fort Langley, BC | Vancouver, BC  
V3A 5B6 | V3T 1Z7  
www.vdz.ca 604-882-0024

No.	By	Description	Date
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LANGLEY, BC

Drawn: MS  
Stamp: [Stamp]

Checked: SH  
Approved: MVDZ  
Scale: AS SHOWN

Original Sheet Size: 24"x36"  
CONTRACTOR SHALL VERIFY ALL DIMENSIONS OF THE WORK AND REPORT ANY DISCREPANCIES TO THE CIVIL ENGINEER AND LANDSCAPE ARCHITECT IMMEDIATELY UPON DISCOVERY. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE CORRECT AND ACCURATE REPRESENTATION OF THE WORK AND SHALL BE RESPONSIBLE FOR THE CORRECT AND ACCURATE REPRESENTATION OF THE WORK AND SHALL BE RESPONSIBLE FOR THE CORRECT AND ACCURATE REPRESENTATION OF THE WORK.

Drawing Title: DETAILS  
Drawing #: LD-04  
Project #: DP 2020-06





4	MIS	Reissued for DP	2020-05-04
3	MIS	Re-issued for DP	2020-04-07
2	MIS	Re-issued for DP	2020-03-07
1	MIS	Issued for DP	2020-01-24
M	DP	DP	DP

[illegible]

**Project:**

**LINCOLN APARTMENTS**

**Location:**  
5321, 5331, 5341, & 5361 200A ST  
+ 5326, 5334, 5340, & 5360 200 ST  
LANGLEY, BC

Drawn LJ	Stamp 
Checked SH	
Approved MYDZ	Original Sheet Size 24"x36"

Scale:	CONTRACTOR SHALL CHECK ALL DIMENSIONS ON THE WORK AND REPORT ANY DISCREPANCIES TO THE CIVIL ENGINEER BEFORE PROCEEDING. ALL DIMENSIONS AND LOCATIONS ARE THE SOLE RESPONSIBILITY OF THE OWNER AND SHALL BE RETURNED AT THE COMPLETION OF THE WORK. ALL DIMENSIONS SHALL BE CORROBORATED AND NOT DEPEND UPON CONTRACTOR'S FIELD MEASUREMENTS FOR CONSTRUCTION OF ANY UNLabeled ISSUED FOR TENDERING/CONSTRUCTION.
AS SHOWN	

Drawing Title:  
**IRRIGATION DETAILS**

VDZ Project #:  
**DP 2020-06**

Drawing #:  
LD-06



## **EXPLANATORY NOTE**

### **BYLAW No. 3129**

The purpose of Bylaw No. 3129 is to amend the 2019 – 2023 Financial Plan to authorize the expenditures reflected in the 2019 Consolidated Financial Statements.



## **2019 – 2023 FINANCIAL PLAN, BYLAW 2019, No. 3099**

### **BYLAW No. 3129**

A Bylaw to amend the Financial Plan for 2019 - 2023.

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

#### **1. Title**

This bylaw shall be cited as the “Financial Plan 2019 – 2023 Bylaw, 2019, No. 3099, Amendment No. 2, Bylaw, 3129”.

#### **2. Amendment**

- (1) Financial Plan 2019 – 2023 Bylaw, 2019, No. 3099 is hereby amended by deleting Schedule “A” and substituting a new Schedule “A” attached to and forming part of this bylaw.

READ A FIRST, SECOND AND THIRD TIME this      day of      .

AN OPPORTUNITY FOR PUBLIC COMMENT this      day of      .

FINALLY ADOPTED this      day of      .

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**MAYOR**

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**CORPORATE OFFICER**



**FINANCIAL PLAN 2019 – 2023  
AMENDMENT NO. 2**

**BYLAW NO. 3129  
Schedule 'A'**

	<b>2019 Amended Financial Plan Amendment #2</b>	<b>2019 Financial Plan Bylaw 3099</b>	<b>2019 Financial Plan Change Plus/(minus)</b>	<b>%</b>
<b>Revenues</b>				
Property tax revenue	\$ 29,601,511	\$ 29,767,135	\$ (165,624)	-0.56%
User fees and other revenue	13,098,129	12,282,745	815,384	6.64%
Gaming proceeds	7,490,986	7,200,000	290,986	4.04%
Government transfers	2,039,532	1,855,440	184,092	9.92%
Investment earnings	1,352,937	714,500	638,437	89.35%
	<u>53,583,095</u>	<u>51,819,820</u>	<u>1,763,275</u>	<u>3.40%</u>
<b>Expenses</b>				
General government services	4,777,631	5,107,815	(330,184)	-6.46%
Police service	12,027,970	12,955,340	(927,370)	-7.16%
Fire service	4,601,717	5,172,485	(570,768)	-11.03%
Other protective services	805,174	853,365	(48,191)	-5.65%
Engineering operations	3,230,662	3,148,070	82,592	2.62%
Water utility	3,473,483	3,779,195	(305,712)	-8.09%
Sewer and drainage utility	2,984,235	3,082,970	(98,735)	-3.20%
Development services	1,322,001	1,428,880	(106,879)	-7.48%
Solid waste	683,060	689,770	(6,710)	-0.97%
Recreation services	4,137,360	4,224,090	(86,730)	-2.05%
Parks	2,027,620	2,144,610	(116,990)	-5.46%
Amortization	5,959,166	5,541,940	417,226	7.53%
	<u>46,030,079</u>	<u>48,128,530</u>	<u>(2,098,451)</u>	<u>-4.36%</u>
<b>Transfers</b>				
Transfer from Surplus	-	(340,000)	340,000	-100.00%
Transfer from Reserve Accounts	(654,433)	(1,321,565)	667,132	-50.48%
Transfer to Reserve Accounts	11,970,125	9,249,825	2,720,300	29.41%
Transfer to Reserve Funds	2,176,107	1,644,970	531,137	32.29%
	<u>13,491,799</u>	<u>9,233,230</u>	<u>4,258,569</u>	<u>46.12%</u>
<b>Surplus reduction for amortization</b>	<u>(5,959,166)</u>	<u>(5,541,940)</u>	<u>(417,226)</u>	<u>7.53%</u>
<b>Operating surplus</b>	<u>20,383</u>	<u>-</u>	<u>20,383</u>	





# COMMITTEE REPORT

To: **Mayor and Councillors**

Subject **Crime Prevention Task Group – ‘Lock Out Auto Crime’ Signage**

From: Crime Prevention Task Group

File #: 0110.00

Doc #:

Date: May 15, 2020

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## COMMITTEE RECOMMENDATION A:

THAT Council direct staff to investigate installing metal “Lock Out Auto Crime” signs around the intersection of 201A Street and Michaud Crescent.

## COMMITTEE RECOMMENDATION B:

THAT Council direct staff to explore the possibility of cost sharing with ICBC.

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## SUMMARY: RECOMMENDATION A

In late 2019, the Crime Prevention Task Group (CPTG) was working on a campaign to reduce theft from automobiles in the City of Langley. The group suggested that a number of ICBC “Lock Out Auto Crime Signs” be installed around the area of 201A Street and Michaud Crescent. Crime statistics would then be reviewed after a period of time to determine if the placement of the signs had any impact on theft from automobiles.

ICBC provided eight (8) signs to the City of Langley at no charge. The signs, made of plastic, were affixed to poles around the area of 201A Street and Michaud Crescent. Unfortunately, vandals removed and stole all of the signs. It was noted that the signs were easily removed due to the fact that they were made of plastic.

It was recommended by City Engineering staff that if the signs were to be replaced they should be made of metal, making them more difficult to steal. It was noted that ICBC does not have signs that are made of metal. The Manager

of Community Safety obtained a quotation for the signs and estimates that the eight metal signs would cost approximately \$500.00.

On May 7, 2019, during the CPTG meeting, the group discussed the sign initiative. After a discussion about the sign theft and cost of replacement, the group recommended that Council direct staff to investigate installing metal “Lock Out Auto Crime” signs around the intersection of 201A Street and Michaud crescent. It was noted during the discussion that the installation of metal signs would not necessarily prevent theft of the signs, it will only make it less likely.

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## **SUMMARY: RECOMMENDATION B**

(See background information in Summary for Recommendation A)

The group discussed the possibility of reducing costs by cost sharing with ICBC. The group recommended that staff explore the possibility of cost sharing with ICBC.

Respectfully Submitted,



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Councillor Nathan Pachal  
Chair, CPTG



# COMMITTEE REPORT

To: **Mayor and Councillors**

Subject **Economic Development Task Group: Langley  
City Economic Restart Action Plan**

From: Councillor Teri James  
Chair, EDTG

File #: 0110.00

Doc #: 172641

Councillor Paul Albrecht  
Vice Chair, EDTG

Date: May 22, 2020

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## COMMITTEE RECOMMENDATION:

THAT City Council approve the recommendation from Economic Development Task Group to endorse the Langley City Economic Restart Action Plan.

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## PURPOSE:

The purpose of this report is to seek approval from City Council to endorse the Langley City Economic Restart Action Plan, which focuses on encouraging and supporting residents, businesses, investments, and job creation opportunities in the City in order to restart the economy from the COVID-19 pandemic.

## COMMENTS/ANALYSIS:

The COVID-19 pandemic necessitated the introduction of dramatic measures by senior levels of government in order to prevent the spread of the novel coronavirus. These measures have significantly impacted certain sectors of the economy locally, provincially and federally. The Langley City Economic Restart Action Plan ("Plan") proposes a series of action items that will help restart the economy in support of local residents and businesses.

The Plan includes 16 action items under the following five (5) themes:

1. Sharing Information
2. Outreach
3. Advocacy
4. Stimulating Economy
5. Financial Support

The success of the Plan requires partnership between all levels of government and agencies. The community is counting on us to guide the reopening process. We need to build trust and confidence in our local economy among the businesses, residents and patrons by demonstrating leadership in information sharing, expertise and overall support.

In conclusion, a member of Council offered the following sentiment which is fitting during this period of time:

*"It may be that you're familiar with the quote "A rising tide floats all boats"? In my opinion, this is a good message for a robust marketplace when we all benefit from a healthy economy. However, I see our current situation quite differently. As individuals and as entrepreneurs, we can NOT rely only on the forward motion of a recovering world. Rather, we need to challenge ourselves and each other to take individual initiative for our positions. As such, I would submit that "We are NOT all in the same boat as much as we are all in different boats, going through the same storm together". I can see that taking personal responsibility in following accepted protocols and learning from each other is key to the success of individual businesses for a greater collective benefit.*

*Further, with my nautical theme, "It's time for all hands to be on deck".*

#### **BUDGET IMPLICATIONS:**

The Economic Development operating budget has a balance of \$40,000 which could support the implementation of the action items as outlined in the Langley City Economic Restart Action Plan.

#### **ALTERNATIVES:**

That the Langley City Economic Restart Action Plan be amended.

Respectfully Submitted,



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Councillor Teri James  
Chair  
Economic Development Task Group



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Councillor Paul Albrecht  
Vice-Chair  
Economic Development Task Group

Attachments:

1. Langley City Economic Restart Action Plan
2. May 21, 2020 Economic Development Task Group Meeting Notes
3. May 14, 2020 Economic Development Task Group Meeting Notes

## **Langley City Economic Restart Action Plan**

### **Government and Agencies**

1. Federal Government
2. Provincial Government
3. City of Langley
4. Metro Vancouver
5. TransLink
6. Greater Langley Chamber of Commerce
7. Downtown Langley Business Association
8. Discover Langley City

### **Priority**

- 1 – Short term (Immediate to four weeks)
- 2 – Medium Term (beyond four weeks)
- 3 – On-going

Themes	Responsible Agency(ies)	Resources Required	Priority
<p style="text-align: center;"><b><i>Sharing Information</i></b></p> <p>1. Create a business-relevant COVID-19 information and resource page, with links, on City's Economic Development website (INVEST) to assist people to discover and navigate through all the various programs currently available and access to information, resources and contacts to help businesses help themselves. For example, list the PPE suppliers in the City and regionally, TD Merchant Services has come out with a \$250 app that allows restaurants to bypass 3<sup>rd</sup> party food delivery apps, encourage social media that promote initiatives, business openings, business statuses, PPE availability/production by local businesses, etc. Also use the City website, INVEST webpage and social media to cross-promote and 'boost' initiatives and events by DLBA and GLCC.</p>	3, 6, 7	Internal City resources	1



2. Request the Greater Langley Chamber of Commerce and Downtown Langley Business Association to assist businesses to clarify and interpret senior government and regulatory agency guidelines (e.g. Regional Relief and Recover Fund).	6, 7	Partnership between GLCC and DLBA	1
3. Support businesses to develop their safety plan in accordance with WorkSafe BC requirements. BCEDA has online templates for different sectors. The Greater Langley Chamber of Commerce and Downtown Langley Business Association could synthesize these different requirements with the BCEDA template to create sector-specific documents and provide them to relevant businesses in the City.	6, 7	Partnership between GLCC and DLBA	1
<b>Outreach</b>			
4. Implement a marketing and promotional campaign (e.g. “Get to Know Your Langley Business and Support Them”) to remind people that local businesses contribute to community and promote the importance of supporting them; encourage co-promotion between businesses, including handouts in takeout order bags, shopping bags/parcels; and send messages of hope and positivity, and create slogans for reopening: Langley Safe, Langley Proud, etc.)	3, 7, 8	Funding partnership between City and DLC	2
5. Encourage restaurants to come together and host a couple nights over a couple weekends for drive-by pickup. This is a creative way to encourage people to start going to restaurants again, rebuild customer base, and rebuild confidence and comfort.	3, 6, 7, 8	Partnership between City, GLCC, DLBA and DLC	2
6. Implement a ‘Telethon’ type campaign where members of Council and other VIPs contact local businesses to send encouragement and support (e.g. “We’re in different boats going through the same storm”; “Our	3	Internal City Resources	1

entrepreneurial ability is what will pull Langley City out of this pandemic)			
7. Implement a “Safe Downtown” campaign to promoting safety downtown to encourage people to walk and visit downtown.	3, 7	Funding partnership between City and DLBA	2
8. Reach out to day care facilities to find out what their reopening plans are and their permitted capacities.	3	Internal City resources	1
9. Request Downtown Langley Business Association to conduct a survey to identify businesses who plan on reopening and assist with addressing their concerns, as well as gauging interest in participating in events and outdoor restaurant patio initiatives. For example, challenges around confidence of employees going back to work and customers entering into business, how can we help businesses to provide confidence of safety to their employees and customers?	3, 7	DLBA	1
10. Reach out to neighbouring communities to work together on opportunities for mutual support in reopening	3	Internal City resources	3
<b>Advocacy</b>			
11. Lobby senior levels of government and regional authorities to: <ul style="list-style-type: none"> <li>• provide stimulus fund for ‘shovel ready’ projects such as the Surrey Langley SkyTrain project and City’s infrastructure projects;</li> <li>• make special effort to protect the segments of population that are especially vulnerable;</li> <li>• not only on resuming business activity, but on creating jobs as well;</li> <li>• continue to monitor infection, mortality, and recovery data to ensure that the</li> </ul>	3	Internal City resources	3

opening of the economy occurs in a timely manner.			
<b><i>Stimulating Economy</i></b>			
12. Creating open/public space for restaurant use to maintain the same number of tables as pre-COVID-19. Consider combining with simultaneous events, such as virtual/actual concerts/live music, with appropriate physical distancing in place.	3, 7, 8	Partnership between City, DLBA and DLC	1
13. Proceed with infrastructure projects which will provide significant spinoff economic benefits (e.g. contractors, goods and services, land development and investment)	3	City's Capital Improvement Plan	3
14. Promote local business by offering 'local' preference for awarding of contracts.	3	Review City's Purchasing Policy	2
15. Support land development and investment, which will create economic stimulus and jobs, by expediting development and building permit process.	3	Internal City Processes	3
<b><i>Financial Support</i></b>			
16. Promote the availability of the provincial residential property tax deferment program.	3	Internal City resources	1



## Meeting Notes Economic Development Task Group

May 14, 2020  
6:00pm  
Via Zoom

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### **In Attendance:**

#### **City Council Members**

Mayor Val van den Broek  
Councillor Gayle Martin  
Councillor Rudy Storteboom  
Councillor Rosemary Wallace

#### **Task Group Members**

- Councillor Teri James, Chair
- Councillor Paul Albrecht, Vice Chair
- Colleen Clark, Executive Director, Greater Langley Chamber of Commerce
- Marlyn Graziano, Vice President, External Affairs, KPU, representing post-secondary institution
- Peter Fassbender, Consultant, representing the Nexus Blue Ribbon Panel
- Rob McFarlane, Client Executive, Vice President, CapriCMW, representing Mid-size Business and Langley City resident
- Shawn Bouchard, Vice-President, Quadra Homes, representing the development industry
- Stephen Richardson, Director, Development Services, Township of Langley, representing community knowledge and interest, and Langley City resident
- Njeri Kontulahti, Vancity Community Investment Manager, Vancity, representing financial sector

#### **Staff**

- Francis Cheung, Chief Administrative Officer, City of Langley
- Carl Johannsen, Director of Development Services, City of Langley
- Anton Metalnikov, Planning Assistant II

## **Discussion**

Councillor James asked members of the task group if they had further comments regarding common issues, challenges and opportunities facing the business community as outlined in Attachment 1 (see attachment). Task group members noted that the list was comprehensive and most concerns heard in the community were included in the list.

The CAO noted that City Council has taken measures to lessen taxation impact to the citizens and business owners in our community. The overall total net increase has been reduced from 6.67% to 1.83%. This allowed the business and light industrial class rates to fall from 7% to 2.01% and 2.14% respectively. The Residential classed properties tax penalty will be reduced to 2% after July 2 and the second penalty date will be extended to October 1 at 8% for this taxation season, as the tax penalty for residential classed properties would have been 5% after July 2 and a further 5% after August 2. The Province also took measure by having one tax arrears penalty date of October 1 at 10% for Business, Light Industrial and Non-profit classed properties.

Councillor James presented the [Thank You from the DLBA](#) video and the task group commented that the video is well done and inspires hope.

Councillor James then invited City Council and task group members to bring forward economic restart ideas that would support various sectors of the business community and the following is a summary of the discussion.

## **SUMMARY:**

### **Creating open/public space for restaurant use**

- Allows restaurants to keep the same number of tables as pre-COVID while maintaining physical distancing
- Need for easily accessible highway use permits
- City can help identify and plan for potential patio spaces
- Being cognizant of people with disabilities in this process
- DLBA working on a letter to gauge interest from restaurants to see if they're interested in outdoor dining on patios
  - They'll need additional insurance, cleanup, etc.
  - Need to get feedback on how exactly this should be implemented
  - How would alcohol be regulated?

### **City role in providing business-relevant COVID-19 information**

- Provide resources to navigate COVID-19 recovery on website
  - Helping people discover and navigate through all the various programs currently available



- Providing resources on city website so business can quickly find all relevant supports and whether or not they qualify
  - Links to information, ensuring it's updated so business owners are getting most accurate and complete information
  - Economic Development Website would be a good place to host COVID-19 information
  - Example: <https://bceda.ca/coronavirus.php>
- Importance of access to expertise
  - Larger businesses have resources to navigate this – but smaller operations are those that dominate Langley City, they're the ones who struggle, and they're the ones that need to be supported with access to information, resources, and contacts to help businesses help themselves
- Role to clarify accuracy of information – lots of senior government and regulatory agency guidelines to come out in short future – need to clarify and interpret these for local businesses
- Distribution of Regional Relief and Recovery Fund (RRRF)
- Reducing red tape and continuing to follow senior government developments and messaging to be able to quickly respond to business challenges and help them quickly take steps back to normal whenever possible

### **Expediting infrastructure development**

- City should create and promote a list of shovel-ready infrastructure projects to senior governments
  - Need to provide and prove the readiness of infrastructure projects – make seniors governments aware that these are ready to go
  - Continue to lobby TransLink, Province, and Feds to get SkyTrain under construction to Langley as soon as possible
    - Significant spinoff economic benefits - can carry people, goods, and services, and stimulate land development and investment
  - Can contribute meaningfully to the economic recovery and stimulus
  - Gives contractors and businesses work opportunities
    - Give first chance to work to local businesses?
  - Create jobs
  - Reduces costs because businesses will be more competitive in bidding for contracts

### **Supporting land development and investment**

- Need to continue to encourage new development
  - Expediting Development and Building Permits to create economic stimulus and jobs
- City continues to process Building Permits and Development Permits
- Work continues on OCP update
- Need to promote that we continue to be open to new proposals and investment

### **Supporting businesses through formal reopening process**

- WorkSafeBC safety plans
  - Single biggest question received at the DLBA is “how do I produce a reopening plan in accordance with WorkSafeBC requirements”
    - Support this by coming up with templates – one for retail, one for restaurants, etc.
      - BCEDA has a template online already. Generic, not specific to sector, but is immediately available
      - WCB also has sector-specific requirements – we could synthesize these different requirements with the BCESA template to create sector-specific documents and provide them to relevant businesses in the City

### **Marketing & promotion**

- “Get to know your Langley businesses and support them” initiative
  - Remind people local businesses contribute to community – promote the importance of supporting them
- Promoting safety downtown with a Safe Downtown campaign
  - Encourage people to walk and visit downtown
- Encourage restaurants to come together and host a couple nights over a couple weekends for drive-by pickup
  - Being creative to have people start going to restaurants again, rebuild customer base, and rebuild confidence and comfort
  - Saving the costs involved in food delivery apps
- Encourage co-promotion between businesses
  - Including handouts in takeout order bags, shopping bags/parcels, etc.
- Divert tourism budget to advertising and promotion of small businesses, coming up with slogans for reopening: Langley Safe, Langley Proud, etc.
  - Working with Discover Langley City
  - Messages of hope, positivity, and information
- Importance of social media
  - Importance of social media use that promote initiatives, business openings, business statuses, PPE availability/production by local businesses, etc.
  - DLBA social media interaction has tripled
- Examples:
  - <https://canada.constructconnect.com/joc/news/others/2020/04/lunchboxchallenge-supports-local-business-and-treats-workers>
  - <https://www.bclocalnews.com/news/i-love-mission-campaign-has-been-launched/>

### **Resident Property Tax Deferment**

- Promote the availability of the provincial property tax deferment program

- We have a lot of seniors – the provincial tax deferment program is available
- Doesn't cost City anything but allows seniors to defer their taxes and take advantage of their home equity with low interest
- Ensure seniors know this program is available to help them get through this financial challenge – many don't

### **Making continued reopening of economy a goal**

- Making reopening of economy a goal
  - Need to lobby levels of government that are able to, to open up
    - In this case, need to make special effort to protect the segments of population that are especially vulnerable
  - Need to continue to monitor infection, mortality, and recovery data to ensure that the opening of the economy occurs in a timely manner
- Emphasis not only on resuming business activity, but on creating jobs as well

### **Coordinating local reopening**

- DLBA can identify who will be reopening
  - In addition to survey, calling all businesses who were closed to see who has plans to start opening up
  - Helps address the concern of whether we will have empty storefronts, because businesses that have low overhead and little inventory will start filling them (i.e. nail/spa salons)
- Challenge around confidence of employees and customers
  - Just because businesses might open, doesn't mean staff or customers will feel comfortable coming back
    - Young staff especially
  - How do we help businesses provide confidence of safety to their employees and customers?
    - Maybe City can promote businesses that have gone the extra mile to provide safety and comfort to customers and staff?
- Are businesses allowed to require customers to wear protective gear?

### **Child care**

- Need to support child care in getting back in operation
- No one will be going back to work if they don't feel their kids are safe
- Reach out to daycares to find out what their reopening plans are, permitted capacities, etc.

### **PPE supply chain challenges**

- Ask who in town can help provide and distribute this?
- Continue to lobby senior governments for PPE production and distribution

### Miscellaneous

- Conduct survey to determine COVID-19 impacts on businesses and their owners
- Should entertain any measure that may stimulate the business sector
- TD Merchant Services has come out with a \$250 app that allows restaurants to bypass 3<sup>rd</sup> party food delivery apps
- Our entrepreneurial ability is what will pull Langley City out of this issue
  - We're in different boats going through the same storm
  - Encourage both cooperative collaboration and individual initiative
- Reach out to neighbouring communities to work together on opportunities for mutual support in reopening
- Sharing expertise and showing leadership, build trust and confidence in community with businesses, residents, and customers

Based on these ideas, the CAO offered to develop an Economic Restart Action Plan for consideration at the next task group meeting.

Respectfully Submitted,



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Councillor Teri James  
Chair  
Economic Development Task Group



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Councillor Paul Albrecht  
Vice-Chair  
Economic Development Task Group

Attachment: 1. Issues, concerns and opportunities heard from other communities

**Attachment 1**

	<u>Common Issues, Challenges and Opportunities heard from other Communities</u>
1	Change the way we're able to interact with customer
2	Start-up businesses fall in the gap between CERB and CEBA eligibility. Entrepreneurs who have invested in the hope of a spring launch or opening may have difficulty bridging to better times.
3	Reduced Revenue Challenge to maintain cash flow to pay recurring expenses
4	The daily stress of washing hands, physical distancing and worry of catching this is high. It is frustrating when others don't follow suit. Stress is a huge concern for all of us and has the potential to continue well past the 'life' of COVID
5	Have to lead management team through their daily stress mental health is important
6	Concerned for the sole proprietor who does not fit government criteria for assistance. There is a gap.
7	Has shown how resilient our people are - those that are working from home and those that are still having to report to an office. People are the core of our business
8	I have stopped planning for future events because there are so many unknowns. Planning for any events this summer is risky as many have already been cancelled.
9	In the cultural, arts and tourism, and sports industries have been significant with a near complete halt of most activities. Given the significant economic and social capital importance this impact a large part of people's economic security and cultural well being.
10	Moving our business online Important to stay connected
11	Programs and services supporting our most vulnerable have been paused or stretched to their limits in terms of capacity, People who were already in the margins before the pandemic are at high-risk of being left behind in our collective response
12	Virtual meetings lack of personal connection with individual customers and coworkers
13	Projects on hold. Costs continue. Revenues drop.
14	Continually trying to stay on top of best practices to keep employees safe and motivated. Safety and Productivity
15	Shop local is going to have to be a MUST. Support local
16	The lives of some clients will be changed permanently, with loss of jobs - poverty rates will increase, putting pressure on non-profit sector. We should be preparing as a sector for the increased need instead of reacting when it happens

17	We have needed to reprioritize work to focus on highest value activities - safety, reliability, customer service. Need to continue to provide core elements of our business
18	Client numbers have dropped drastically. Will we be able to meet required targets?
19	Municipal economic slowdown impacts entire community
20	Business has increased. Clients have many questions about gov't programs. They need cash flow now.
21	My primary position is to support small business within a designated location BIA. The focus is the make Downtown a good place to do business Small business is part of the foundation and framework for economic impact and is often overlooked as such.
22	Devastated. We are not open, other than online sales, which we had to launch when this struck.... positive in that way, but not paying the bills.
23	Although we are an essential service business and have been open it's been hard financially and emotionally. I am concerned as to the other side. Clear direction from our community
24	Completely shutdown. No revenue
25	Transitioning & enabling as many employees as possible to effectively Work From Home. Keep business moving & open, keeping as many employees safe & employed as possible, and optimize customer satisfaction in this new normal.
26	Unfortunately my business has been completely shut down since March 14th, we also do not qualify for any assistance from any governments at this time
27	Working from home. Do staff have the resources needed to do their jobs at home
28	The unknown makes planning difficult
29	As an essential service provider ensuring our employees are safe while meeting the needs of the community
30	Harder to launch. Our start-up business will rely heavy on tourism, if restrictions would continue into the long term, it will have a huge effect on our business plan
31	Keeping People Safe, Nobody Gets Sick.
32	Mental Stress, Health
33	On line is a good way to assist, however not all clients we serve have the technology Or data needed to connect We are missing the ones who need us the most
34	Small business closures. Many business will not be able to reopen due to financial loss resulting with high numbers of people not having a job to return to
35	Staff and client well being. Socializing is important maintaining mental well being, need to remain connected rather than completely withdrawn
36	Staffing issues are now a concern. i.e. staff burnout, understaffed, health concerns. We have a good staff and we don't want to lose them due to burnout or Covid-19 fears.



37	Technology and issues related to this. The ability to work remotely and service clients properly is impacted.
38	We have lost 50 % of sales We need money to be successful
39	Complete loss in all revenue for the foreseeable future forcing me to layoff 78% of my team (67 people) around the world. 38 of them locally. Extremely stressful times and just trying now to save the business.
40	Protect essential workers from the virus.
41	Need to reward resilience and anti-fragility in business. Cutting spare capacity and not planning for contingencies can provide short-term profitability and competitive position, but it has long term risks.
42	Keeping employees safe while still managing the business
43	Working from home. Build up home network
44	All revenue is seasonal to summer - may lose all majority of our revenue is from registration fees. No option to make up later in the year.
45	Anxiety for the future. Will we thrive as a community again?
46	Threatens future of our organization. Long history, 117 years, of quality summer camp could be wiped out without support
47	Learning new technologies to stay connected takes time from the day
48	Being able to pay bills. Do not want to be placed in a situation where I have to decide whether to close the business, as it will impact 10 people and their families.
49	Closure of office. Decline in clients
50	Disruptions with our clients business. Reduced overall sales
51	Everyone is feeling the stress of the situation. I am concerned about the mental health resources available to my staff who may not be able to afford paid services.
52	Financial uncertainty. Staying afloat as a small business with no revenue and rent that's due.
53	If we can stimulate the economy now with projects that can be done with social distancing, should we not be releasing projects to do that? This is important because we can help those businesses that are still functioning stay afloat
54	It has limited the way I can engage with the community. Many people require and enjoy the face to face interaction.
55	Major delayed business income. Most of our jobs (commercial) were stopped due to the essentials list
56	My revenue has decreased substantially and I am worried for the future. I want to keep my community healthy and fit and keep my employees
57	Planning this down time has actually allowed us to have more time to plan for day 1, although not exactly the best scenario, we have to look for the good
58	Takes 15-20% more effort to get things done, need to keep employees healthy
59	Calling staff back to work. Media fear, health safety/concerns, CERB benefit (they'd rather stay home and collect money than work in some cases), hazard pay

60	Conservation of cash resources. Need to maintain liquidity during tough economic times
61	Rapid changes to work
62	Sales declined. Less "paying" work for staff to do.
63	Struggle at first but now a month in learning work around. Business is stronger and more impactful with face to face dialect
64	Technology issues in working from home. Rural internet is unable to support multiple users
65	Funding - everyone is asking about financing, wage subsidy, revenue and cash flow are the lifeline of businesses and clients are necessary so if they stop their businesses we all stop
66	Rebuilding is going to be difficult. Clients will fear contact
67	Anxious
68	Cancellations revenue
69	Changing relationship with clients
70	Collaboration between all three sectors of the community is key. Grassroots leaders should be acknowledged and celebrated.
71	Connecting with client. Finding new ways to connect
72	Customers locked down and having difficulty paying bills. Limits cash flow
73	Gone exclusively online. Expanded our audience, offered opportunities to gain experience working online, forced to close physical space, lost of revenue
74	I cannot get together to have client sign forms. Need to come up with new ways to get them signed
75	I've had to completely change my target audience because of this. Customers needs have changed and so must our services
76	Isolation causes difficulties providing aid to those that need assistant - danger to our clients and our members wanting to help. Fear of untested clients puts our members at risk
77	Mental Health. It's creating unique challenges for the staff working, not working and our guest/customers attitudes have changed. A very pressing time.
78	Our busy season would be starting and we have no bookings and probably will not have for quite awhile
79	We need a cohesive and long term strategy.
80	Bookings cancelled. As a tourism business I rely on bookings
81	Communications systems must allow for employees to remain connected through the crisis. Employee engagement and connectedness remain critical to success in achieving objectives
82	Extra cost and loss of revenue and profitability
83	Fears over recovery. Will we weather this COVID closure storm? Will economy rebound quickly enough for us to be able to get back on track?
84	Laying off staff
85	Offline to online innovation. Funding to assist to innovate bricks and mortars to online e-commerce

86	Our business has begun to stall, new orders are not coming in and some existing orders have been cancelled or pushed out into the future. This has impacted those that are aware but our staff will catch on quickly as the 'holes' in the schedule hit the floor
87	We need to prepare for return to work. Each business and community. #together. We must get economy moving. Growing poverty would / could be worse. So we need to move forward together.
88	Business volume is down significantly but we are running. Employees are very nervous having to come to work. Productivity is very low and not sustainable
89	First real pandemic of this size has provided an opportunity to assess preparedness. Sets up even more effective future response
90	I cannot serve the individuals with certain barriers that I was able to before Covid-19. This means that there are members in our community who need assistance but can get this help.
91	Personally having to isolate away from family since I am going to work every day and exposed to others. Affects my family and being able to be with them
92	The impact for me is I have closed both of my businesses as they are non-essential services. This is important because I have now lost all revenue coming in through both of my businesses and my two practitioners have lost income as well
93	We have seen an increase in our business activities because we are part of the food chain for logistics and warehousing. We have to keep up with the demand in order to keep the supply chain moving and to get the food into stores.
94	I operated a CrossFit gym. We have had to close. We have been able to move to online workouts to try to retain membership. It has been challenging. It is important to offer different channels like online however it is not the same. People need to workout in a different space than home.
95	Loss of business 50% decrease in revenue, laid off half of our employees
96	Layoffs
97	75% of staff are on unemployment or CERB. Numerous issues, too many to articulate.
98	Community events are being cancelled (not just postponed). What will 2020 look like (socially) for the community?
99	Considering pivot to Virtual program delivery. Really different approach and almost the antithesis of what we promote as a core value of our program - being disconnected from technology to connect
100	Crowd restrictions. Our business will be impacted if crowds are restricted in numbers allowed into say one room or building at a time
101	Family stress
102	Fear. Everyone is uncomfortable and worry about getting ill or infecting others.
103	Having to lay-off staff and limit services. Impacts revenue as the services are provided by small business owners, many of them having this as sole income.

104	Hearing that individuals feel very isolated and trying to figure out how to assist them
105	Increase work but staffing scared
106	It has closed my business and not allowed me to pay for my bills.
107	Lost revenue, learning to work at home, less people
108	The impacts in manufacturing will be felt for the next 12 months. We will need longer term subsidies
109	What tools is city bringing to the table? Financial support? Legislation? Access to rapid testing?
110	Pivot to provide remote workforce solutions. Our team went remote overnight, developed work from home policy as we helped organizations deal with this over the last 3 weeks
111	As a sector, we've experienced unprecedented Human Resources challenges with both staff and volunteers primarily due to risk of contagion People help people when it comes to supporting our community's most vulnerable citizens.
112	Connecting with vulnerable clients. They are facing many barriers to access our services right now
113	Devastatingly difficult recovery for all! It is my community.
114	Expect to have a greater focus on becoming more self sufficient as a country. This should create more local supply opportunities
115	Expenses without income. Insecurity
116	Hampered in attempts to support CoVID-19 federal needs Despite having all health Canada and CRA approvals to manufacture hand sanitizer ingredients difficult to obtain.
117	Having to work from home - balancing childcare. Staff balancing childcare
118	I am an event organizer and the two major events I organize have either been cancelled or postponed due to this pandemic. One event raises around \$17,000 for local charities and the other is a festival that brings a large amount of business to downtown Blenheim.
119	Lay-off staff. People are my business
120	Layoffs. Most of workforce hours are on hold for now. Their buying power has been severely restricted, and without creative minds, we can't grow right now.
121	Lose of staff, loss of products adverbial to purchase. Reducing our ability to service the community
122	One of my businesses has closed. And the other is tremendously stunned at what is going to happen next. Our business cannot rejig how we work. People need to feel safe in going out again, before we can start on our ways back to a new normal.
123	Recruiting Challenges Required to Run Business
124	Social distancing makes it difficult to open
125	Unsure of what the future holds. Need to make business decisions now to keep it sustainable.

126	Fear. Many employees are uncertain or fearful of job security. Causing significant stress to mental health
127	Zero revenue. Client unease about our industry
128	Do not properly fit into the government wage subsidies to make it viable to retain staff
129	Need better internet outside of town. Doing business online from home plus family also online for school, work and entertainment=laggy internet.
130	Loss of employees. Employees on lay-off may not be able to survive on EI and seek other opportunities. Causing further stress to employers and recruitment costs
131	Clients will have employment needs. Some jobs may not be there
132	It is time to get our community back to work in as many sectors of business as possible with a focus on sanitation and respect for each other. Moral is much better with those who can work right now and others need hope that their time is coming soon. People understand risk and need normality
133	Try to get kids back to school in May. Children should not be out of school till September. We are social people and defiance will be inevitable. Kids can not be out of school for 6 months. Bad for morale
134	Seeing others open when I'm closed
135	Affordable housing projects including redevelopment of school sites put on hold. Demand for social housing and affordable workforce housing was already high, and will be likely to increase.
136	Business ordered to close. My doors need to be open for visitors
137	Changed the way we do business. No more walk-in traffic.
138	Changes to abilities to execute regular work priorities
139	Difficult to plan large social events. Planning and approval takes time and no certainty when to start
140	Difficult to work from home with small children
141	Employees are nervous but at this point continue to come to work
142	Essential primary care. Virtually based primary care and inter professional health care supports
143	Family stress. Not sure of future
144	Homeschooling while working full time is tough
145	I have no work. I've lost all my income. Govt support only covers part of it.
146	Loss of fundraised and earned revenue. Impacts our collective ability to support our community's most vulnerable as we respond to this pandemic
147	Our priorities suddenly shifted to survival mode. Business as usual will never be the same



## Meeting Notes Economic Development Task Group

May 21, 2020  
6:00pm  
Via Zoom

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### **In Attendance:**

#### City Council Members

Mayor Val van den Broek  
Councillor Gayle Martin  
Councillor Rudy Storteboom  
Councillor Rosemary Wallace

#### Task Group Members

- Councillor Teri James, Chair
- Councillor Paul Albrecht, Vice Chair
- Colleen Clark, Executive Director, Greater Langley Chamber of Commerce
- Marlyn Graziano, Vice President, External Affairs, KPU, representing post-secondary institution
- Peter Fassbender, Consultant, representing the Nexus Blue Ribbon Panel
- Rob McFarlane, Client Executive, Vice President, CapriCMW, representing Mid-size Business and Langley City resident
- Stephen Richardson, Director, Development Services, Township of Langley, representing community knowledge and interest, and Langley City resident

#### Regrets

- Shawn Bouchard, Vice-President, Quadra Homes, representing the development industry
- Njeri Kontulahti, Vancity Community Investment Manager, Vancity, representing financial sector

#### Staff

- Francis Cheung, Chief Administrative Officer, City of Langley
- Carl Johannsen, Director of Development Services, City of Langley
- Anton Metalnikov, Planning Assistant II





## **Discussion**

Councillor Teri James thanks Council members and task group members for spending their valuable time participating in the task group meeting.

Based on the discussions from the May 14, 2020 task group meeting, a draft Langley City Economic Restart Action Plan ("Plan") was sent to Council members and task group members in advance of the meeting for their review and comments. The Plan focuses on encouraging and supporting residents, businesses, investments, and job creation opportunities in the City in order to restart the economy from the COVID-19 pandemic. The Plan includes 16 action items under five (5) themes that will help restart the economy in supporting local residents and businesses:

1. Sharing Information
2. Outreach
3. Advocacy
4. Stimulating Economy
5. Financial Support

The CAO reviewed each action item and asked if there are other action items to be considered as part of the Plan.

Councillor James invited Council members and Task Group members to either lead or participate in spearheading some of the initiatives by developing the implementation and communication plan as well as implementing the plan. Councillor James asked those who are interested contact her or the CAO.

MOVED BY Member Fassbender  
SECONDED BY Member Graziano

THAT the Economic Development Task Group recommend to City Council to endorse the Langley City Economic Restart Action Plan.

**CARRIED**

Respectfully Submitted,



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Councillor Teri James  
Chair  
Economic Development Task Group



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Councillor Paul Albrecht  
Vice-Chair  
Economic Development Task Group

Attachment: 1. Langley City Economic Restart Action Plan



# REPORT TO COUNCIL

To: **Mayor and Councillors**

Subject: Conducting Electronic Public Hearings Under  
Ministerial Order M139

File #: 7130.03

Doc #:

From: Kelly Kenney  
Corporate Officer

Date: May 15, 2020

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## RECOMMENDATION:

THAT public hearings be held electronically as required as authorized under Ministerial Order M139 and in accordance with Section 465(3) of *The Local Government Act*.

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## PURPOSE:

The purpose of the report is to propose new procedures that allow public hearings to be conducted electronically, as required, in accordance with Ministerial Order M139.

## POLICY:

Public hearing procedures are legislated under Section 465 of the Local Government Act.

Ministerial Order M139 allows for public hearings to be conducted by electronic means until such time as the provincial state of emergency is lifted (Attachment 1).

## COMMENTS/ANALYSIS:

On March 18, 2020, the Provincial Government declared a Provincial State of Emergency to support the province-wide response to the novel coronavirus (COVID-19) pandemic. The declaration was made based on a recommendation from B.C.'s health and emergency management officials, after Dr. Bonnie Henry, B.C.'s Provincial Health Officer, declared a Public Health Emergency on March 17, 2020. Under the Public Health Emergency, B.C.'s Provincial Health Officer issued *Class Order (mass gatherings) re: COV/D-19*, the City is prohibited from permitting the

gathering of people in excess of 50 people at a place owned, occupied or operated by the City. In addition to the limitations on mass gatherings set under the Class Order, the BC Centre for Disease Control released guidelines for "physical distancing" to reduce the spread of COVID-19. Physical distancing means limiting close contact with others by keeping two meters (six feet) away from one another. Due to the size and configuration of the City's Council Chambers, to meet the two meters requirement would mean severely limiting the number of people that could be in attendance in the Council Chambers at any one time.

Accordingly, upon the release of the Class Order (mass gatherings) and as permitted under Ministerial Order M038, Council meetings have been conducted by way of video-conferencing in the absence of the public. The City has not been scheduling public hearings as electronic participation in public hearings was not authorized under Ministerial Order M083.

On May 1, 2020, Ministerial Order M083 was repealed and replaced by Ministerial Order M139. Ministerial Order M139 includes new authorities in regard to the holding of public hearings, enabling local governments to conduct public hearings by means of electronic or other communication facilities.

Accordingly, the following process is being proposed to allow for electronic participation by the public at electronic/virtual Public hearings.

The public may participate in the electronic/virtual public hearing via Zoom Webinar software. Access instructions will be provided in all advertising including: notices mailed to stakeholders within 100m of the property that is subject to the public hearing, notices hand delivered to rental buildings within 100m of the property subject to the Public hearing, newspaper, social media, and the City's webpage. Through the Zoom Webinar platform, the public will be able to provide oral comments to Council live during the electronic/virtual public hearing.

The public may still provide written comments via email or regular mail. This existing procedure will not change as a result of holding electronic/virtual public hearings.

#### **BUDGET IMPLICATIONS:**

Zoom Video Conferencing one year subscription - \$5,000  
Zoom Webinar monthly subscription for 100 users - \$80

#### **ALTERNATIVES:**


1. THAT Council direct staff to develop a modified process to facilitate on-site Public hearings with in-person participation by Council and the public while the Provincial Health Officer's Class Order on mass gatherings remains in effect.

This alternative is not recommended at this time; however, as part of planning for the re-opening of City Hall at a future date, consideration is being given to how a modified on-site public hearing process could be facilitated to comply with Provincial Health Officer orders and WorkSafe BC requirements.

2. THAT Council direct staff to postpone the holding of public hearings until such time as the Provincial Health Officer's Class Order on mass gatherings is lifted.

This alternative is not recommended as it would hinder efforts to create new and much-needed economic activity in the City during the pandemic.

Respectfully Submitted,



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Kelly Kenney  
Corporate Officer

Concurrence:



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Darrin Leite  
Director of Corporate Services

Attachment:

1. Ministerial Order M139

**CHIEF ADMINISTRATIVE OFFICER'S COMMENTS:**

I support the recommendation.



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Francis Cheung, P. Eng.  
Chief Administrative Officer

# PROVINCE OF BRITISH COLUMBIA

## ORDER OF THE MINISTER OF PUBLIC SAFETY AND SOLICITOR GENERAL

### *Emergency Program Act*

### Ministerial Order No. M139

WHEREAS a declaration of a state of emergency throughout the whole of the Province of British Columbia was declared on March 18, 2020;

AND WHEREAS local governments, including the City of Vancouver, and related bodies must be able to conduct their business in accordance with public health advisories to reduce the threat of COVID-19 to the health and safety of members and employees of local government and related bodies and members of the public;

AND WHEREAS it is recognized that public participation in local governance is an essential part of a free and democratic society and is important to local governments' purpose of providing good government to communities;

AND WHEREAS the threat of COVID-19 to the health and safety of people has resulted in the requirement that local governments and related bodies implement necessary limitations on this public participation;

AND WHEREAS section 10 (1) of the *Emergency Program Act* provides that I may do all acts and implement all procedures that I consider necessary to prevent, respond to or alleviate the effects of any emergency or disaster;

I, Mike Farnworth, Minister of Public Safety and Solicitor General, order that

- (a) the Local Government Meetings and Bylaw Process (COVID-19) Order made by MO 83/2020 is repealed, and
- (b) the attached Local Government Meetings and Bylaw Process (COVID-19) Order No. 2 is made.

May 01, 2020

Date

  
Minister of Public Safety and Solicitor General

*(This part is for administrative purposes only and is not part of the Order.)*

#### Authority under which Order is made:

Act and section: *Emergency Program Act*, R.S.B.C. 1996, c. 111, s. 10

Other: MO 73/2020; MO 83/2020; OIC 207/2020



## LOCAL GOVERNMENT MEETINGS AND BYLAW PROCESS (COVID-19) ORDER NO. 2

### Division 1 – General

#### Definitions

1 In this order:

“**board**” has the same meaning as in the Schedule of the *Local Government Act*;

“**council**” has the same meaning as in the Schedule of the *Community Charter*;

“**improvement district**” has the same meaning as in the Schedule of the *Local Government Act*;

“**local trust committee**” has the same meaning as in section 1 of the *Islands Trust Act*;

“**municipality**” has the same meaning as in the Schedule of the *Community Charter*;

“**municipality procedure bylaw**” has the same meaning as “procedure bylaw” in the Schedule of the *Community Charter*;

“**regional district**” has the same meaning as in the Schedule of the *Local Government Act*;

“**regional district procedure bylaw**” means a procedure bylaw under section 225 of the *Local Government Act*;

“**trust body**” means

- (a) the trust council,
  - (b) the executive committee,
  - (c) a local trust committee, or
  - (d) the Islands Trust Conservancy,
- as defined in the *Islands Trust Act*;

“**Vancouver council**” has the same meaning as “Council” in section 2 of the *Vancouver Charter*;

“**Vancouver procedure bylaw**” means a bylaw under section 165 [*by-laws respecting Council proceedings and other administrative matters*] of the *Vancouver Charter*.

#### Application

- 2 (1) This order only applies during the period that the declaration of a state of emergency made March 18, 2020 under section 9 (1) of the *Emergency Program Act* and any extension of the duration of that declaration is in effect.
- (2) This order replaces the Local Government Meetings and Bylaw Process (COVID-19) Order made by MO 83/2020.

## **Division 2 – Open Meetings**

### **Open meetings – municipalities**

- 3** (1) A council, or a body referred to in section 93 [*application of rule to other bodies*] of the *Community Charter*, is not required to allow members of the public to attend an open meeting of the council or body.
- (2) For the purposes of Division 3 [*Open Meetings*] of Part 4 [*Public Participation and Council Accountability*] of the *Community Charter*, if a council or a body does not allow members of the public to attend an open meeting under subsection (1) of this section, the open meeting is not to be considered closed to the public.
- (3) This section applies despite
- (a) Division 3 [*Open Meetings*] of Part 4 [*Public Participation and Council Accountability*] of the *Community Charter*, and
  - (b) any applicable requirements in a municipality procedure bylaw of a council.

### **Open meetings – regional districts**

- 4** (1) A board, a board committee established under section 218 [*appointment of select and standing committees*] of the *Local Government Act*, or a body referred to in section 93 [*application of rule to other bodies*] of the *Community Charter* as that section applies under section 226 [*board proceedings: application of Community Charter*] of the *Local Government Act*, is not required to allow members of the public to attend an open meeting of the board, committee or body.
- (2) For the purposes of Division 3 [*Open Meetings*] of Part 4 [*Public Participation and Council Accountability*] of the *Community Charter* as that Division applies to a regional district under section 226 of the *Local Government Act*, if a board, a board committee or a body does not allow members of the public to attend an open meeting under subsection (1) of this section, the open meeting is not to be considered closed to the public.
- (3) This section applies despite
- (a) Division 3 [*Open Meetings*] of Part 4 [*Public Participation and Council Accountability*] of the *Community Charter*,
  - (b) section 226 [*board proceedings: application of Community Charter*] of the *Local Government Act*, and
  - (c) any applicable requirements in a regional district procedure bylaw of a board.

### **Open meetings – Vancouver**

- 5** (1) The Vancouver council, or a body referred to in section 165.7 [*application to other city bodies*] of the *Vancouver Charter*, is not required to allow members of the public to attend an open meeting of the council or body.
- (2) For the purposes of section 165.1 [*general rule that meetings must be open to the public*] of the *Vancouver Charter*, if the Vancouver council or a body does not allow members of the public to attend an open meeting under subsection (1) of this section, the open meeting is not to be considered closed to the public.
- (3) This section applies despite

- (a) section 165.1 of the *Vancouver Charter*, and
- (b) any applicable provision in the Vancouver procedure bylaw.

#### **Open meetings – trust bodies**

- 6 (1) A trust body, or a board of variance established by a local trust committee under section 29 (1) [*land use and subdivision regulation*] of the *Islands Trust Act*, is not required to allow members of the public to attend an open meeting of the trust body or board of variance.
- (2) For the purposes of section 11 [*procedures to be followed by local trust committees*] of the *Islands Trust Act*, if a trust body or board of variance does not allow members of the public to attend an open meeting under subsection (1) of this section, the open meeting is not to be considered closed to the public.
- (3) This section applies despite
  - (a) section 11 [*application of Community Charter and Local Government Act to trust bodies*] of the *Islands Trust Regulation*, B.C. Reg. 119/90, and
  - (b) any applicable requirements in a procedure bylaw of a trust body.

### **Division 3 – Electronic Meetings**

#### **Electronic meetings – municipalities**

- 7 (1) A council, or a body referred to in section 93 [*application of rule to other bodies*] of the *Community Charter*, may conduct all or part of a meeting of the council or body by means of electronic or other communication facilities.
- (2) A member of a council or body who participates in a meeting by means of electronic or other communication facilities under this section is deemed to be present at the meeting.
- (3) Section 128 (2) (c) and (d) [*electronic meetings and participation by members*] of the *Community Charter* does not apply in respect of a meeting conducted by means of electronic or other communication facilities under this section.
- (4) This section applies despite
  - (a) section 128 of the *Community Charter*, and
  - (b) any applicable requirements in a municipality procedure bylaw of a council.

#### **Electronic meetings – regional districts**

- 8 (1) A board, a board committee established under section 218 [*appointment of select and standing committees*] of the *Local Government Act*, or a body referred to in section 93 [*application of rule to other bodies*] of the *Community Charter* as that section applies under section 226 [*board proceedings: application of Community Charter*] of the *Local Government Act*, may conduct all or part of a meeting of the board or committee by means of electronic or other communication facilities.
- (2) A member of a board, board committee or body who participates in a meeting by means of electronic or other communication facilities under this section is deemed to be present at the meeting.
- (3) Section 2 (2) (d) and (e) [*electronic meetings authorized*] of the *Regional District Electronic Meetings Regulation*, B.C. Reg. 271/2005, does not apply in respect

of a meeting conducted by means of electronic or other communication facilities under this section.

- (4) This section applies despite
  - (a) section 221 [*electronic meetings and participation by members*] of the *Local Government Act*,
  - (b) the Regional District Electronic Meetings Regulation, B.C. Reg. 271/2005, and
  - (c) any applicable requirements in a regional district procedure bylaw of a board.

#### **Electronic meetings – Vancouver**

- 9
  - (1) The Vancouver council, or a body referred to in section 165.7 [*application to other city bodies*] of the *Vancouver Charter*, may conduct all or part of a meeting of the council or body by means of electronic or other communication facilities.
  - (2) A member of the Vancouver council or other body who participates in a meeting by means of electronic or other communication facilities under this section is deemed to be present at the meeting.
  - (3) Section 2 (2) (c) and (d) [*electronic meetings authorized*] of the City of Vancouver Council Electronic Meetings Regulation does not apply in respect of a meeting conducted by means of electronic or other communication facilities under this section.
  - (4) This section applies despite
    - (a) section 164.1 [*meeting procedures*] of the *Vancouver Charter*,
    - (b) the City of Vancouver Council Electronic Meetings Regulation, B.C. Reg. 42/2012, and
    - (c) any applicable provision in the Vancouver procedure bylaw.

#### **Electronic meetings – improvement districts**

- 10
  - (1) An improvement district board, or a committee of an improvement district board appointed or established under section 689 [*appointment of select and standing committees*] of the *Local Government Act*, may conduct all or part of a meeting of the improvement district board or committee, other than an annual general meeting, by means of electronic or other communication facilities.
  - (2) A member of an improvement district board or committee of an improvement district board who participates in a meeting by means of electronic or other communication facilities under this section is deemed to be present at the meeting.
  - (3) This section applies despite
    - (a) section 686 [*meeting procedure – improvement district board*] of the *Local Government Act*, and
    - (b) any applicable requirements in a procedure bylaw of an improvement district board.

### **Electronic meetings – trust bodies**

- 11** (1) A trust body, or a board of variance established by a local trust committee under section 29 (1) [*land use and subdivision regulation*] of the *Islands Trust Act*, may conduct all or part of a meeting of trust body or board of variance by means of electronic or other communication facilities.
- (2) A member of a trust body or board of variance who participates in a meeting by means of electronic or other communication facilities under this section is deemed to be present at the meeting.
- (3) This section applies despite
- (a) section 2 [*electronic meetings authorized*] of the Islands Trust Electronic Meetings Regulation, B.C. Reg. 283/2009, and
  - (b) any applicable requirements in a procedure bylaw of a trust body or applicable to a board of variance.

## **Division 4 – Timing Requirements**

### **Timing requirement for bylaw passage – municipalities**

- 12** Despite section 135 (3) [*requirements for passing bylaws*] of the *Community Charter*, a council may adopt a bylaw on the same day that a bylaw has been given third reading.

### **Timing requirement for bylaw passage – regional districts**

- 13** Despite section 228 [*bylaw adoption at same meeting as third reading*] of the *Local Government Act*, a board may adopt a bylaw described in that section at the same meeting at which the bylaw passes third reading if the motion for adoption receives the majority of the votes cast.

### **Timing requirement for bylaw passage – trust bodies**

- 14** Despite section 11 [*application of Community Charter and Local Government Act to trust bodies*] of the Islands Trust Regulation, B.C. Reg. 119/90, a trust body may adopt a bylaw on the same day that a bylaw has been given third reading.

## **Division 5 – Public Hearings**

### **Public hearings – Local Government Act**

- 15** (1) A public hearing under Part 14 [*Planning and Land Use Management*] or 15 [*Heritage Conservation*] of the *Local Government Act*, including a public hearing under section 29 (1) (b) [*land use and subdivision regulation*] of the *Islands Trust Act*, may be conducted by means of electronic or other communication facilities.
- (2) For the purposes of providing notice of a public hearing to be conducted under subsection (1),
- (a) any notice of the public hearing must include instructions for how to participate in the public hearing by means of electronic or other communication facilities,
  - (b) any material that is to be made available for public inspection for the purposes of the public hearing may be made available online or otherwise by means of electronic or other communication facilities, and

(c) a reference to the place of a public hearing includes a public hearing that is conducted by means of electronic or other communication facilities.

- (3) This section applies to delegated public hearings.
- (4) This section applies despite the following provisions:
  - (a) section 124 [*procedure bylaws*] of the *Community Charter*;
  - (b) section 225 [*procedure bylaws*] of the *Local Government Act*;
  - (c) section 11 [*application of Community Charter and Local Government Act to trust bodies*] of the Islands Trust Regulation, B.C. Reg. 119/90;
  - (d) section 2 [*electronic meetings authorized*] of the Islands Trust Electronic Meetings Regulation, B.C. Reg. 283/2009;
  - (e) any applicable requirements in a procedure bylaw made under the *Community Charter*, the *Local Government Act* or the *Islands Trust Act*.

#### **Public hearings – Vancouver Charter**

- 16**
- (1) A public hearing under Division 2 [*Planning and Development*] of Part 27 [*Planning and Development*] of the *Vancouver Charter* may be conducted by means of electronic or other communication facilities.
  - (2) For the purposes of providing notice of a public hearing to be conducted under subsection (1),
    - (a) any notice of the public hearing must include instructions for how to participate in the public hearing by means of electronic or other communication facilities,
    - (b) any material that is to be made available for public inspection for the purposes of the public hearing may be made available online or otherwise by means of electronic or other communication facilities, and
    - (c) a reference to the place of a public hearing includes a public hearing that is conducted by means of electronic or other communication facilities.
  - (3) This section applies despite
    - (a) section 566 [*amendment or repeal of zoning by-law*] of the *Vancouver Charter*, and
    - (b) any applicable provision in the Vancouver procedure bylaw.

### **Division 6 – Deferral of Annual Requirements**

#### **Annual general meeting and requirements – improvement districts**

- 17**
- (1) An improvement district may defer an annual general meeting that is required under section 690 [*annual general meeting – improvement districts*] of the *Local Government Act* to a date not later than December 31, 2020.
  - (2) An improvement district may defer the preparation of financial statements required under section 691 [*annual financial statements*] of the *Local Government Act* to a date not later than December 31, 2020.
  - (3) Despite the date referred to in section 691 (5) of the *Local Government Act*, an improvement district may submit to the inspector the audited financial statements of the improvement district for the preceding year and any other financial



information required by the inspector at the time of the annual general meeting of the improvement district.

- (4) If an annual general meeting of an improvement district is deferred under subsection (1) of this section and the term of an improvement district trustee would be expiring and the vacancy filled at that meeting, the term of the improvement district trustee is extended until the annual general meeting is held.
- (5) This section applies despite
  - (a) Division 3 [*Governance and Organization*] of Part 17 [*Improvement Districts*] of the *Local Government Act*, and
  - (b) any applicable provisions in a letters patent for an improvement district.



## CITY OF LANGLEY

### **Sustainable Packaging for the Food and Beverage Industry – Councillor Wallace**

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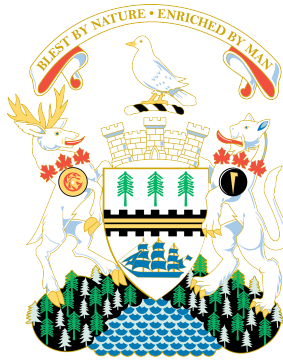
THAT the following resolution be forwarded to the appropriate provincial Minister and federal Minister with copies to City of Langley MPs and MLA:

WHEREAS the consumption of single use plastics and styrofoam have increased considerably during the COVID-19 pandemic; perpetuating long term impacts on the environment. This will continue with the ongoing restrictions pertaining to the food and beverage industry.

WHEREAS subsidizing biodegradable and/or eco-friendly take out containers and bags for the food and beverage industry within Langley City would provide support for businesses to transition within our municipality during the restart phase of the pandemic and serve as a lasting benefit to the environment locally and globally.

BE IT RESOLVED THAT Langley City Council requests the provincial and federal governments to provide a subsidy for biodegradable and/or eco-friendly packaging for the food and beverage industry.

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City of Port Moody  
**Council Resolution**  
May 12, 2020

CC20/086

**Moved, seconded, and CARRIED**

WHEREAS our society has been plagued by homelessness and a lack of support systems for those affected by addictions and mental illness for generations;

AND WHEREAS the state of homelessness in our region has only worsened over the course of decades and throughout multiple Provincial Governments;

AND WHEREAS an eventual economic rebuild is a good opportunity to make positive upgrades to our society;

BE IT RESOLVED:

**THAT the City of Port Moody considers a return to the “normal” state of homelessness in our region, province, and nation after the COVID emergency fundamentally unacceptable;**

**AND THAT the City of Port Moody call on the Metro Vancouver Regional District, the Government of BC, and the Government of Canada to use the post-COVID recovery as an opportunity to “upgrade” our society by eliminating homelessness;**

**AND THAT the City of Port Moody supports a return to large-scale supportive housing arrangements for those afflicted by mental illness, such as a revived facility at Riverview.**

Dear Prime Minister Trudeau and Premier Horgan:

The COVID-19 crisis has shaken and unsettled our communities both locally and nationwide in ways that, just weeks ago, few of us could have imagined. While the pandemic is far from over, and while it has brought unprecedented economic and financial upheaval across our land and at all levels of society, we can nonetheless look forward to a phase of public investment, dynamic recovery, and revitalization of our social safety net in the coming months.

This will be a time when we must choose between either simply reconstructing our society as it was, with all of its frailties, before disaster struck, or else seizing this watershed moment in Canadian history to build a society that is fundamentally better than ever before – kinder, fairer, and even more productive as a whole. This turning point is our nation's crucial opportunity to build toward a “*new normal*” that entails a fundamental step up; in which the poorest and most vulnerable members of our Canadian family are, through an innovative renaissance in social support, lifted up out of homelessness, dire poverty, food insecurity, and social isolation.

While the challenge of homelessness has always been with us, the numbers have worsened in recent decades, compounded by the spread of substance dependence, despair, and mental illness. As we all know, poverty is but one side of the coin. Through cuts and closures, governments since the late 1960s have systematically abandoned folks suffering from debilitating or long-term mental illness.

Large-scale boarding facilities - such as Riverview Hospital in Coquitlam, BC – were all but shut down in the decades since, sending out, onto the streets, countless members of our society who struggle with severe mental health problems, unable to care for themselves. As the number of funded beds and supported patients decreased, homelessness has surged, and this inhumane treatment has blighted our communities with a level of needless and unjustifiable suffering that shames us all as fellow Canadians.

With the immediate COVID-19 crisis coming to a close, the emergency supports that have managed to rapidly and effectively house thousands of homeless individuals in BC for the past few months seem likely to close as well. We risk repeating history, and sending the same message sent by governments in the past to our most vulnerable: *Get out, and good luck.*

**We - the undersigned - call upon the Government of Canada and the Government of British Columbia to use the coming period of social reordering and economic rebuilding as a vital opportunity to move Canada's blight of homelessness from out of our challenged present and our bright future, and into the shadows of the past where it belongs.**

A decisive program to erase homelessness will bring diverse benefits, and not just to those wandering our city byways, but to the rest of Canadian society as well. Getting people off the streets and into basic housing, or into boarding facilities with treatment and care programs, will help those in need, will reduce general poverty, will cut crime, will advance public health objectives while lowering medical service costs, will create much needed employment in a time of recession, will increase our region's tourism and business development appeal, and will make our cities more safe and inviting, all while enabling a new generation of active participants in our society, and economy.

Finally, the cost of inaction is great. Study after study has shown beyond doubt that the burden placed on our healthcare services, law enforcement, judicial, and other public systems far outweighs the costs of simply housing those in need and giving them a fighting chance in our

increasingly competitive, globalized economy. But beyond these highly practical reasons, is a deeply philosophical one: If not now, then when? When *will* we, as a nation, take this baby step in becoming the fair, clean, and futuristic society envisioned in popular culture of days past? And if that bright destiny is not ours, then frankly, what is the purpose of our society?

Just as the software on your phone, tablet, or computer periodically asks you to stop and do an upgrade, this is one of those crucial turning points in the life of a society that calls upon our national community to use the pause we have all been forced into to step up to a better system of operation. Steeped in this crisis, all levels of government today may feel they've already got their hands full and, as for homelessness, a first impulse may be to click the "*Remind me later*" button.

It is our hope that, instead, you will act.



May 7, 2020

VIA EMAIL

Your Worship and Council:

On behalf of the British Columbia's 14,500 hospitality businesses—including restaurants, bars, craft breweries, and winery tasting rooms—we are writing to request your urgent support to aid the survival of local hospitality businesses and thousands of livelihoods during this pandemic crisis. Specifically, we are requesting your assistance for flexible, innovative, and expedited patio permitting.

**British Columbia's hospitality industry is facing collapse.** While the global COVID-19 pandemic has reverberated throughout our economy, our industry's local small hospitality businesses were hit first, hit hardest, and will be among the last to recover. The majority of BC's restaurants, bars, and tasting lounges have closed, laid off staff, and are facing bankruptcy and financial collapse. Even those businesses remaining opening during this pandemic to offer limited takeout and delivery services and are experiencing dramatically reduced revenues and are struggling to survive.

The collective economic disruption in our sector has been staggering:

- Job losses within the restaurant sector alone are estimated at 121,500.
- At least 1 in 10 restaurants have already closed forever with associated permanent job losses.
- Over 50 per cent of smaller independent restaurants say they will be bankrupt within three months from the start of this crisis (i.e. by June of this year).
- 80 per cent of BC's hospitality businesses have been forced to temporarily lay off the vast majority of BC's 192,000 foodservice employees.
- 80 per cent of Liquor Primaries (i.e. pubs, bars, nightclubs) are closed.
- Liquor Primaries who remain open for take-out/deliver services have experienced 90-95 per cent decline in revenues.
- Over 70 per cent of BC's hotels are closed.
- BC's tourism sector has laid off 70 per cent of all employees totaling over 130,000 workers.
- All 197 craft brewery tasting rooms in BC are closed, reducing average brewery revenues by over 80 per cent.

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- All 366 licensed BC winery tasting rooms in BC are closed, reducing average revenues by over 50 per cent.
- 83 new breweries opened in BC since 2017, including 28 in the last 12 months. These new or recently opened businesses face the biggest threat of permanent closure for our industry.
- Over 250,000 hospitality and tourism workers have already been laid off in BC since the start of this COVID crisis.

While we are working with our provincial and federal governments partners on protocols for a gradual and phased reopening of our sector, BC's local communities have a key role to play in supporting economic recovery. We ask you to support our industry with fast, flexible, and nimble permitting and business services to help our industry get back up and running.

The first opportunity to offer concrete support is with regards to patios, as they offer a hospitality experience within the relative public trust of outdoor space. We ask that your municipality work creatively and collaboratively with operators to help expand current patio areas, add new patios quickly, and permit dining, liquor service and manufacturer's sampling in controllable public spaces.

Specifically, we request your support to:

1. Increase flexibility for patio types and sizes (including consideration for pre-detailed designs and formats), expedited permitting including applications and renewals, as well as the number of patios allowed;
2. Increase the space use of existing patios or picnic areas to allow chairs to be spread out to meet distancing requirements (i.e. many patios have more space than the current floor plans allow them to use);
3. Allow pop-up outdoor dining and manufacture sampling spaces;
4. Allow and increase the use of parklets and public space for dining;
5. Allow any increase in patio, picnic area or outdoor space be considered a continuation of an establishment's existing approved alcohol service area or manufacture's sampling area to provide samples and not require additional endorsements or authorizations.
6. Coordinate with any relevant bodies—such as the Liquor and Cannabis Regulation Branch, Fire Department, etc.—to reduce red tape and speed approval timelines wherever possible.

As a sample, we have attached a recent motion from Vancouver Councillor Sarah Kirby-Yung that is resoundingly supported by BC's hospitality businesses.

.../3

It is our sincere hope that we can work with your council to find significant and meaningful measures to ensure our critical industry survives. We recognize that some of these measures may only be made possible for a limited time to help respond to the COVID-19 crisis. Short term assistance is as important as long term as our industry has never before faced a crisis of this magnitude. The very survival our industry's small businesses and the jobs they create now depend on urgent leadership and bold action from our government partners in communities such as the City of Cranbrook.

Thank you in advance for your support. We would also like to offer our sincere thanks and appreciation to Council and staff for your diligent work to keep British Columbians healthy and safe during this provincial state of emergency and global crisis.

We remain at your disposal to offer advice and perspective on these issues. Please do not hesitate to contact us at any time.

Sincerely,



Ian Tostenson, President & CEO  
**BC Restaurant and Foodservices Association**



Jeff Guignard, Executive Director  
**Alliance of Beverage Licensees**



Ken Beattie, Executive Director  
**BC Craft Brewers Guild**



Miles Prodan, President & CEO  
**BC Wine Institute**

Cc: Hon. Carole James, Minister of Finance  
Hon. Harry Bains, Minister of Labour  
Hon. Adrian Dix, Minister of Health  
Hon. Lisa Beare, Minister of Tourism, Arts and Culture  
Hon. David Eby, Attorney General  
Trevor Hughes, Deputy Minister of Labour

## **COUNCIL MEMBER'S MOTION**

### **Flexible, Innovative & Expedited Patio Permitting**

Submitted by: Councillor Kirby-Yung

#### **WHEREAS**

1. The COVID-19 pandemic has inflicted significant negative economic impacts with many Vancouver businesses including restaurants, tourism businesses, hotels, and personal-care services such as hair stylists, nail salons and dentists, forced to close or severely limit operations due to health and physical distancing restrictions;
2. Restaurants have been one of the most immediate and hardest hit sectors, and small business operators are struggling to survive with many limited to takeout offerings and attempting to make it through the pandemic;
3. Small businesses like restaurants are vital to the fabric and character of Vancouver neighbourhoods and support complete communities;
4. Small businesses like restaurants are key contributors to Vancouver's economic health generating jobs and tax revenue;
5. The City has a key role to play in supporting economic recovery. Speed flexibility and nimbleness in permitting and business support services will be instrumental to helping businesses get back up and running and survive;
6. Patio season is a critical revenue generator for restaurants and upon us now. Expedited patio permitting must be turnkey when restaurants are able to reopen to table type service;
7. An outcome of Covid will likely be the need for some continued physical distancing processes in businesses. Customers will also be cautious about being in close quarters to others.
8. Patios provide the health benefit of fresh air and sunlight.
9. There is opportunity to be innovative and redefine patios such as pop-up standing patios for quick service type offerings, expanded size to enable physical distancing and more open-air dining, as well as utilization of street or laneway space for extensions where it doesn't impede transit, emergency or service vehicles or traffic.
10. Currently, patio permitting can require a combination of licensing, development permits and permits to enable operations.

#### **THEREFORE**

- A. BE IT RESOLVED THAT Council direct staff to prepare options and report back as soon as possible to support more flexible patio types and sizes (including consideration for pre-detailed designs and formats), expedited permitting including applications and renewals, as well as the number of patios allowed, in order to support the economic recovery of Vancouver's restaurant sector;
- B. THAT such options be considered for the duration of the COVID-19 response and recovery, recognizing that innovation will provide for valuable learning towards operations and adaptation in a new, post-Covid world.
- C. THAT this motion be shared with the Council Pandemic Response and Recovery Working Group for the purpose of enabling them to seek or share further information from the restaurant sector as may be beneficial to and aid this work.

Dear Mayor and Council,

As we approach the warmer summer months, and as British Columbia heads into Phase 2 of its reopening strategy, supporting local pubs, restaurants, cafes, and of course, breweries will be extremely important. For breweries especially, the summer months are often the time of year that people love to frequent the patios of our local spots the most, and with the limitations on capacity in place due to COVID-19, this summer stands to be a challenging one. However, with the challenge comes opportunity. Several municipalities in Metro Vancouver, including the City of Delta and the City of North Vancouver, have petitioned the Provincial Government to provide increased flexibility in outdoor dining and liquor licensing, in order to give restaurants, pubs, and breweries the opportunity to extend their patio spaces into adjacent parking lots and/or sidewalk space.

Thankfully, the Province announced on Wednesday the 13th that they would do exactly that. Soon, establishments will be able to apply for extensions to their liquor license to allow for larger patios. What this means now is that municipalities have to step up and provide flexible permitting processes for local restaurants, breweries, pubs and cafes to apply for temporary patio extensions into sidewalks and parking lots. This would allow breweries and restaurants to increase the number of patrons they could serve while safely observing social distancing rules and making everyone feel comfortable. Obviously, the safety of patrons and the public are paramount, and the extension into public space would have to be done in such a way that allows space for pedestrians to travel safely, with enough distance between everyone. For a local example, we can look to the City of Vancouver, who yesterday unanimously approved a motion by Council to direct City staff to create a framework to allow for expansion of outdoor patios, seating, and parklets.

It will be critically important for the municipality to develop a quick and efficient process for granting temporary patio extensions moving forward. We are in an extremely unique time, and ensuring local businesses survive and thrive during this crisis will require creative thinking, and for all of us to work together.

We respectfully ask you to consider working quickly on a flexible and efficient system to allow our local businesses to extend their outdoor seating areas, thus increasing the likelihood that the local spots that everyone love can survive this crisis. We look forward to working with you on a plan to reopen safely, and we look forward to get back to serving the people of Langley, and with your help we will continue to serve the best beer in British Columbia.

Sincerely yours,

Langley's Craft Brewers

Kevin Larsen – Camp Beer Co.

Derrick Smith - Dead Frog Brewing

Arnold Tobler - Farm Country Brewing

Tanner Smith - Five Roads Brewing

Lance Verhoeff - Trading Post Brewing



**The Corporation of the District of Saanich | Mayor's Office**

770 Vernon Avenue Victoria BC V8X 2W7 | T 250-475-5510 | F 250-475-5440 | [www.saanich.ca](http://www.saanich.ca)

May 13, 2020

*Via Email*

Dear Mayor and Council:

**Re: District of Saanich Resolution – Global Covenant of Mayors for Climate & Energy Change**

At their May 11, 2020 meeting, the District of Saanich Council endorsed a motion in support of joining the Global Covenant of Mayors for Climate and Energy and to encourage other Municipalities of British Columbia to provide their support.

Saanich Council endorsed the following motions:

That Council:

*“Join the Global Covenant of Mayors for Climate and Energy by submitting the commitment letter to the Global Covenant of Mayors Secretariat.”*

*“Direct staff to deliver on the commitments made within that letter and outlined in the report.”*

*“Direct staff to prepare correspondence to all local municipalities in the Province of British Columbia advising of Saanich's support of the Global Covenant of Mayors for Climate and Energy and encourage all municipalities to support the initiative.”*

We encourage you to join in this collective potential and work together in combating climate change. Hopefully our combined actions will aid in reducing our ecological footprint and working to a sustainable future to safeguard the health and prosperity of our citizens.

A copy of the signed letter submitted to the Global Covenant of Mayors Secretariat and an excerpt of the May 11, 2020 Saanich Council minutes are attached for your reference.

Yours truly,

A handwritten signature in blue ink, appearing to read 'F. Haynes', with a long horizontal line extending from the end of the signature.

Fred Haynes  
Mayor  
Encl.

cc: Saanich Council



**The Corporation of the District of Saanich | Mayor's Office**

770 Vernon Avenue Victoria BC V8X 2W7 | T 250-475-5510 | F 250-475-5440 | [www.saanich.ca](http://www.saanich.ca)

May 12, 2020

Global Covenant of Mayors  
c/o Global CoM Secretariat  
VIA EMAIL: [INFO@IUC-NA.EU](mailto:INFO@IUC-NA.EU)

**GLOBAL COVENANT OF MAYORS FOR CLIMATE AND ENERGY SUBMISSION LETTER**

I, Fred Haynes, Mayor of the District of Saanich commit to the Global Covenant of Mayors for Climate & Energy (GCoM), joining thousands of other cities and local governments around the world currently engaged in climate leadership.

GCoM envisions a world where committed mayors and local governments – in alliance with partners – accelerate ambitious, measurable climate and energy initiatives that lead to an inclusive, just, low-emission and climate resilient future, helping to meet and exceed the Paris Agreement objectives.

Whatever the size or location, the mayors and local leaders committed to GCoM stand ready to take concrete measures with long-term impact to tackle the interconnected challenges of climate change mitigation and adaptation, as well as access to sustainable energy.

To implement this vision, we pledge to implement policies and undertake measures to (i) reduce / avoid<sup>i</sup> greenhouse gas (GHG) emissions, (ii) prepare for the impacts of climate change, (iii) increase access to sustainable energy, and (iv) track progress toward these objectives.

Specifically, within three years of this commitment<sup>ii</sup>, we pledge to develop, adopt<sup>iii</sup>, use and regularly report on the following:

- A community-scale GHG emission inventory, following the recommended guidance;
- An assessment of climate risks and vulnerabilities;
- Ambitious, measurable and time-bound target(s) to reduce/avoid GHG emissions;
- Ambitious climate change adaptation vision and goals, based on quantified scientific evidence when possible, to increase local resilience to climate change;
- An ambitious and just goal to improve access to secure, sustainable and affordable energy; and
- A formally adopted plan(s) addressing climate change mitigation / low emission development, climate resilience and adaptation, and access to sustainable energy.

The targets and action plans for mitigation / low emission development must be quantified and consistent with or exceed relevant national unconditional<sup>iv</sup> commitments defined through the UNFCCC (Intended) Nationally Determined Contribution (NDC). The targets and action plans



should be in line with National Adaptation Plans, where these exist; and should be consistent with the principles around energy access and urban sustainability embodied in the Sustainable Development Goals (SDGs).

We will explore the allocation of adequate staff resources and institutional arrangements. This includes governance processes, municipal structures and budget allocations to deliver on this commitment and secure continuity.

We acknowledge that there may be additional regional or country-specific commitments or requirements that we commit to follow, and that may be agreed through our city networks or through our direct engagement with local partners of GCoM.

The District of Saanich acknowledges that continued engagement in GCoM and associated Regional or National Covenants, as established, is contingent on complying with the above requirements within established timeframes.

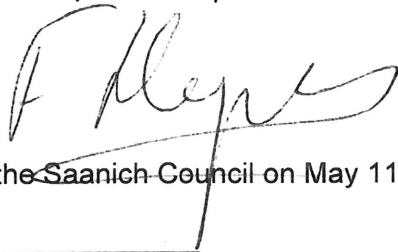
**Name and title of person signing this commitment**

Mayor Fred Haynes  
District of Saanich  
770 Vernon Avenue  
Victoria, BC, V8X 2W7  
Canada  
Saanich.ca

**Municipal Contact:**

Rebecca Newlove, Manager of Sustainability  
[Rebecca.newlove@saanich.ca](mailto:Rebecca.newlove@saanich.ca), +1-250-217-2457

District of Saanich, Canada, [www.saanich.ca](http://www.saanich.ca)  
114,148 Inhabitants, 103.78 sq. kilometres



Mandated by the ~~Saanich Council~~ on May 11, 2020

<sup>i</sup> "Avoid emission" via low emission development

<sup>ii</sup> Flexibility is allowed to suit differentiated local circumstances and needs.

<sup>iii</sup> According to the city and local government's procedures

<sup>iv</sup> Many countries have submitted two sets of NDC targets: unconditional targets, to be implemented without any explicit external support; and conditional targets. The latter are more ambitious than unconditional targets and require external support for their fulfilment. The cities and local governments committing to the GCoM are required to commit at least to the equivalent of their country's unconditional targets, but are encouraged to be more ambitious where possible.

**REPORTS FROM MEMBERS OF COUNCIL**

1410-04  
Report - Council

**GLOBAL COVENANT OF MAYORS FOR CLIMATE AND ENERGY MEMBERSHIP**

Report of Mayor Haynes and Councillor Brice dated May 1, 2020 recommending that Council:

1. Join the Global Covenant of Mayors for Climate and Energy by submitting the commitment letter to the Global Covenant of Mayors Secretariat; and
2. Direct staff to deliver on the commitments made within that letter and outlined in the report.

**MOVED by Councillor Brice and Seconded by Councillor Plant: "That Council:**

1. **Join the Global Covenant of Mayors for Climate and Energy by submitting the commitment letter to the Global Covenant of Mayors Secretariat; and**
2. **Direct staff to deliver on the commitments made within that letter and outlined in the report."**

Council discussion ensued with the following comments:

- The six action areas follow a steady history of Saanich leading in climate change.
- The work can be accommodated within current resources.
- Saanich will be part of the solution.
- The ability to improve reporting across local governments in Canada on progress towards climate change mitigation is appreciated.
- It is concerning that the gesture may be symbolic and could lead to cynicism.
- It is important that the public understands that the current level of resourcing for climate change mitigation is not sufficient to meet the commitment to reduce greenhouse gas emissions.
- Other municipalities are encouraged to commit and collaborate on the initiative.

In response to questions from Council, the Manager of Sustainability stated:

- Many of the commitments outlined in the Global Covenant of Mayors have already been completed.
- Staff are working on implementing the actions within the Climate Action Plan.
- There is a commitment to an ambitious and just goal to improve access to secure, sustainable and affordable energy; this project is underway and will be developed over the summer.
- There is an ongoing commitment to reporting annually.

**The Motion was then Put and CARRIED**

**MOVED by Councillor Brice and Seconded by Councillor Plant: "That Council direct staff to prepare correspondence to all local municipalities in the Province of British Columbia advising of Saanich's support of the Global Covenant of Mayors for Climate & Energy and encourage all municipalities to support the initiative."**

**CARRIED**



May 14, 2020

390598

Val van den Broek, Mayor  
City of Langley  
[mayor@langleycity.ca](mailto:mayor@langleycity.ca)

Dear Mayor van den Broek:

I have been forwarded a copy of your letter dated April 9, 2020, addressed to the Honourable John Horgan, Premier, and the Honourable Selina Robinson, Minister of Municipal Affairs and Housing, regarding the cost of strata property insurance. As this issue falls within my portfolio, I am pleased to respond.

The provincial government shares your concerns about the increased cost of strata property insurance. The cost of strata insurance across Canada and around the world has increased and, in some cases, has become less available. This increase is due to a number of global factors, including climate change and the increase and severity of weather-related disasters, as well as other issues, such as aging buildings, increasing claims and the withdrawal of a major insurer from the market.

The Ministry of Finance is working with the regulator of insurers in the province, the BC Financial Services Authority, alongside the Ministry of Municipal Affairs and Housing to understand what is driving the increased costs and what options are available to bring costs down. Government is also engaging with strata associations, such as the Condominium Home Owners Association and the Vancouver Island Strata Owners Association, as well as insurance sector associations, such as the Insurance Brokers Association of BC and the Insurance Bureau of Canada. While we are considering all options to address this issue, the insurance market is complex, and government must be cautious to ensure that any intervention in the market does not create unintentional consequences.

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The Insurance Bureau of Canada (IBC) provides additional information on strata insurance issue at: <http://www.ibc.ca/bc/insurance-101/condo-action-plan/condo-strata-corporations>. Members of strata corporations who have concerns about insurance can also call IBC's Consumer Information Centre at 1-844-2ask-IBC (1-844-227-5422) or email their insurance questions to [riskmanager@ibc.ca](mailto:riskmanager@ibc.ca).

Further information on insurance for strata corporations and insurance for strata owners and renters can be found online at:  
<https://www2.gov.bc.ca/gov/content/housing-tenancy/strata-housing/operating-a-strata/finances-and-insurance/insurance>.

Thank you again for taking the time to write.

Sincerely,



Carole James  
Minister and Deputy Premier

cc: Honourable John Horgan, Premier



## OFFICE OF THE MAYOR

Langley City Hall, 20399 Douglas Crescent, Langley, BC Canada V3A 4B3  
[mayor@langleycity.ca](mailto:mayor@langleycity.ca)

April 9, 2020

File: 0110.00

Hon. Premier John Horgan  
West Annex Parliament Buildings  
501 Belleville Street  
Victoria, BC V8V 1X4

Hon. Minister Selina Robinson  
Room 310 Parliament Buildings  
501 Belleville Street  
Victoria, BC V8V 1X4

VIA Email: [premier@gov.bc.ca](mailto:premier@gov.bc.ca); [selina.robinson.mla@leg.bc.ca](mailto:selina.robinson.mla@leg.bc.ca)

Dear Premier Horgan and Minister Robinson:

**Re: Support for Reform Proposals Put Forward by the Insurance Brokers Association of BC to Stabilize the Strata Insurance Market in BC**

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At its April 6, 2020 Regular Council meeting, Council passed a resolution to urge the Province to consider the two legislative reform proposals put forward by the Insurance Brokers Association of British Columbia (IBABC) in February of this year to provide stability for the strata insurance market in BC and protect millions of strata owners by mitigating future insurance market cycles.

In the City of Langley, 71% of the townhouse and apartment housing stock are strata-controlled properties. As you are aware, the strata market has recently been faced with sudden and sometimes extreme spikes in insurance premiums and deductibles. These increases have placed unreasonable financial burden on strata corporations and condominium owners, warranting a need for government intervention through changes to provincial legislation to mitigate that burden.

The Insurance Brokers Association of BC (IBABC) has proposed two legislative reforms to the province's Strata Property Act. The first reform is to include a \$50,000 cap on upper loss assessments. The cap would be for deductible assessment and non-insured loss assessment that would help owners access adequate, affordable insurance products to protect their residences from potentially unmanageable financial loss.

The second reform is a change to the standard definition of a strata unit that would ensure the basic components of a condo — walls, ceilings, drywall, sub-floor, basic electrical and plumbing — are covered by strata insurance whereas any finished items like carpets, countertops, plumbing fixtures, appliances and upgrades would be the owner's responsibility to maintain and insure.

IBABC stated that these changes would assist with proper insurance-product pricing and start the journey back to stability for the strata insurance market in BC. The changes could also protect millions of strata unit owners from further risk of losing their homes and likely help mitigate future insurance market cycles.

Your consideration of the proposed legislative proposals will send a message to strata corporations and condominium owners that you recognize the challenges they are faced with as a result of the extraordinary increases to insurance premiums and deductibles. We respectfully urge you to give the proposals serious consideration.

Yours truly,  
CITY OF LANGLEY



Val van den Broek  
Mayor

cc      Langley City Council