



REGULAR COUNCIL MEETING AGENDA

Monday, September 28, 2020
3:00 P.M.

Remote Video / Teleconference

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c. New Business

1. MOTION TO HOLD A CLOSED MEETING

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:

(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.

8. ADJOURNMENT



MINUTES OF A REGULAR COUNCIL MEETING

Monday, September 14, 2020

7:00 p.m.

Council Chambers, Langley City Hall
20399 Douglas Crescent

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
D. Leite, Director of Corporate Services
K. Kenney, Corporate Officer
F. Cheung, Chief Administrative Officer

Mayor van den Broek acknowledged that the land on which we gather is the traditional unceded territory of the Katzie, Kwantlen, Matsqui and Semiahmoo First Nations.

Mayor van den Broek acknowledged that this is the first on-site Council meeting held since March and outlined meeting logistics to comply with the Public Health Officer's orders with respect to events and gatherings.

1. **ADOPTION OF AGENDA**

- a. Adoption of the September 14, 2020 Regular Agenda

MOVED BY Councillor Albrecht

SECONDED BY Councillor James

THAT the September 14, 2020 agenda be adopted as amended by removing Item 3.d. Federation of Canadian Municipalities (FCM) Update from the agenda.

CARRIED

2. ADOPTION OF THE MINUTES

- a. Regular Meeting Minutes from July 27, 2020

MOVED BY Councillor Pachal
SECONDED BY Councillor Albrecht

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

CARRIED

3. MAYOR'S REPORT

- a. Upcoming Meetings

Regular Council Meeting – September 28, 2020 - *Time TBD*
Regular Council Meeting – October 5, 2020 - *Time TBD*

Mayor van den Broek advised that a time for the upcoming Regular Council Meetings will be determined after evaluating tonight's on-site meeting and determining whether to continue with on-site meetings or return to electronic meetings.

In response to a question from a member of Council, staff advised that public notice of the meeting time will be provided on the City's website, social media and notice posted outside City Hall.

- b. Library Happenings - Councillor Martin

City of Langley Library re-opened to the public on August 4 with modified hours (Mon-Sat 10-5) and Covid-19 safety protocols in place. Customers can access the physical collection, public computers and printing, physically distanced seating and touchless self-serve checkout stations.

For customers who prefer a more contact-free experience, an adapted Express holds pick up service continues to be available during open hours.

FVRL is now offering a new digital content learning platform for customers with school-aged kids! Created by the company who brought you The Key Study Guides, Solaro provides course lessons, reviews and practice tests for students in grades 3 to 12.

Together We Read is a Digital Book Club that is offered by OverDrive through participating libraries in Canada, including FVRL. During this two-week program, there are no waitlists and no holds for the selected eBook and customers can participate in an online discussion board.

Ahoy! September's piratical reading list is inspired in equal parts by The Princess Bride, Talk Like a Pirate Day and Mango Languages!

FVRL is still open online! Customers can read, learn, and play at home with our digital resources and virtual programs. There is something for everyone, all free with an FVRL card. Sign up is available online anytime and in person during open hours.

Some statistics:

- since opening August 4 had 9000 physical items borrowed every day
- in May and June issued approximately 100 new library cards every day
- still issuing 50 new library cards every day
- in August:
 - loaned 71,149 e-books
 - 19,263 audio books
 - customers have watched almost 10,000 streaming videos on the streaming services Acorn TV and Canopy
- since April the monthly use of these digital services has increased between 73% and 94% over the previous year

c. Engineering Update

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

- Langley Bypass/Logan Creek Culvert Replacement
- New Paved Walkway between Grade Cres and 48 Ave. East of 201A Street
- Large Culvert Cleaning Program
- Repairs to Bike Lane Delineators
- Brush Mowing - Hydro R.O.W. Trail
- Installation of New Water Service for Development
- Installation of Traffic Calming Delineators on 207A St at Uplands Elementary School
- Brydon Park Trail and off Leash Project

In response to a question from a Council member, Mr. Bomhof advised that the Ministry of Transportation is responsible for cleaning the culverts that run under provincial highways, including the Ministry's section of the Langley Bypass.

4. BYLAWS

- a. Bylaw 3131 - Discharge of Land Use Contract No. 23-73 Bylaw, 2020, No. 3131

First and second reading of a bylaw to authorize the discharge of Land Use Contract No. 23-73 from the specified property

MOVED BY Councillor Martin
SECONDED BY Councillor Wallace

THAT the bylaw cited as the "Discharge of Land Use Contract No. 23-73 Bylaw, 2020, No. 3131" be read a first time.

THAT the bylaw cited as the "Discharge of Land Use Contract No. 23-73 Bylaw, 2020, No. 3131" be read a second time.

CARRIED

- b. Bylaw 3113 - Zoning Bylaw 1996, No. 2100 Amendment No. 166, 2019, No. 3113

Final reading of a bylaw to amend the Zoning Bylaw to accommodate a 6-storey, mixed-use development comprising 144 condominium apartments and 287m² (3,085 sq. ft) commercial floor space at 20350 and 20370 Logan Avenue inclusive of setback and off-street parking variances

MOVED BY Councillor Storteboom
SECONDED BY Councillor Martin

THAT the bylaw cited as "Zoning Bylaw 1996, No. 2100 Amendment No. 166, 2019, No. 3113" be read a final time.

CARRIED

1. Development Permit No. 05-19

20350 & 20370 Logan Avenue

MOVED BY Councillor Storteboom
SECONDED BY Councillor Martin

THAT Development Permit Application DP 05-19 to accommodate a 6-storey, mixed-use development comprising 144 condominium apartments and 287 m² (3,085 sq. ft) commercial floorspace at 20350 and 20370 Logan Avenue be approved, inclusive of setback and off-street parking variances, subject to execution of a Development Servicing Agreement in compliance with the conditions outlined in the Deputy Director of Development Services' report.

BEFORE THE QUESTION WAS CALLED in response to a question from a Council member, staff advised that the developer is looking to secure off-street trades parking at either the casino or one of the industrial properties to the north.

THE QUESTION WAS CALLED and the motion was

CARRIED

- c. Amendments to Highway and Traffic Regulation Bylaw 2871 and Fee and Charges Bylaw No. 2837

Rick Bomhof, Director of Engineering, Parks and Environment spoke to the staff report, advising that the purpose of the amendments is to enable the City to charge back to residents the cost to the City to remove things such as fencing etc. that are illegally placed on the City's road ROW.

In response to a question from a member of Council, Mr. Bomhof advised that if the charge isn't paid the City can add the outstanding amount to the resident's taxes.

1. Bylaw 3132 - Highway and Traffic Regulation Bylaw Amendment

First, second and third reading of a bylaw to amend the Highway and Traffic Regulation Bylaw

MOVED BY Councillor Albrecht
SECONDED BY Councillor Martin

THAT the report be received for information.

THAT the bylaw cited as the "Highway and Traffic Regulation Bylaw, 2013, No. 2871, Amendment Bylaw No. 4, 2020, No. 3132" be read a first time.

THAT the bylaw cited as the "Highway and Traffic Regulation Bylaw, 2013, No. 2871, Amendment Bylaw No. 4, 2020, No. 3132" be read a second time.

THAT the bylaw cited as the "Highway and Traffic Regulation Bylaw, 2013, No. 2871, Amendment Bylaw No. 4, 2020, No. 3132" be read a third time.

BEFORE THE QUESTION WAS CALLED in response to a question from a member of Council, Mr. Bomhof confirmed that the proposed changes to the bylaw were vetted through the City's legal counsel.

THE QUESTION WAS CALLED and the motion was

CARRIED

2. Bylaw 3133 - Fees & Charges Bylaw Amendment

First, second and third reading of a bylaw to amend fees and charges for various services offered by the City of Langley (Highway & Traffic Regulation Bylaw)

MOVED BY Councillor Storteboom

SECONDED BY Councillor Wallace

THAT the bylaw cited as the “Fees and Charges Bylaw, 2010, Bylaw No. 2837, Amendment No. 27, 2020, No. 3133” be read a first time.

THAT the bylaw cited as the “Fees and Charges Bylaw, 2010, Bylaw No. 2837, Amendment No. 27, 2020, No. 3133” be read a second time.

THAT the bylaw cited as the “Fees and Charges Bylaw, 2010, Bylaw No. 2837, Amendment No. 27, 2020, No. 3133” be read a third time.

CARRIED

5. **ADMINISTRATIVE REPORTS**

a. Fraser Valley Regional Library - Capital Improvement Funding Approval

MOVED BY Councillor Wallace

SECONDED BY Councillor Albrecht

THAT Langley City Council approve the use of up to \$20,750 of the Fraser Valley Regional Library’s Member Salary and Benefit Reserve to be used to upgrade the automatic book sorting machine and installation of a counter top glass barrier at the service check out.

CARRIED

b. Mayor's Gala Discovery Review

Francis Cheung, Chief Administrative Officer spoke to the staff report dated March 13, 2020 and the interim report dated March 10, 2020 from Paul Gill and provided a PowerPoint presentation on the Mayor's Gala Discovery Review, providing information on:

- Discovery Review process
- Discovery Review key findings
- Recommendations from the Discovery Review
- Recommended Actions by the CAO

MOVED BY Councillor Pachal
SECONDED BY Councillor Albrecht

1. THAT Council receive the Interim Report: Mayor's Gala Discovery Review dated March 10, 2020 from Paul Gill for information.
2. THAT Council endorse the recommended actions as outlined in the Summary section of the March 13, 2020 report from the Chief Administrative Officer.
3. THAT Council direct staff to carry out a more detailed cost analysis to determine the salary and benefits costs and which accounts were charged for those RCMP members that worked the four-hour overtime shift to cover the cost to purchase two tickets to the gala.

BEFORE THE QUESTION WAS CALLED, discussion ensued regarding the proposed recommendations.

The seconder of the foregoing motion introduced a friendly amendment to add the following:

4. THAT Council direct staff to conduct an internal review of all City staff costs incurred to support the Mayor's Gala.

Council accepted the friendly amendment to the motion.

MOVED BY Councillor Martin
SECONDED BY Councillor Albrecht

THAT recommendation actions 4 and 5 in the Summary Section of the March 13, 2020 report from the Chief Administrative Officer be dealt with at a later date after the detailed cost analysis is completed.

BEFORE THE QUESTION WAS CALLED, in response to questions from Council, Mr. Cheung advised that if the proposed motion passes:

- staff would engage the RCMP to obtain the information required to complete the detailed cost analysis and hopefully bring it back to Council by the end of the year;
- in addition to conducting a detailed cost analysis of RCMP costs related to the Mayor's Gala, an internal review of all City staff costs incurred to support the Mayor's Gala will also be completed;
- to conduct the further investigation, the City could retain Mr. Paul Gill again if he is available, and if not, then it could be conducted internally by the CAO and Deputy CAO.

THE QUESTION WAS CALLED and the amending motion was

CARRIED

Mayor van den Broek opposed

THE QUESTION WAS CALLED on the main motion as amended and it was

CARRIED

The motion now reads as follows:

1. *THAT Council receive the Interim Report: Mayor's Gala Discovery Review dated March 10, 2020 from Paul Gill for information.*
2. *THAT Council endorse recommended actions 1, 2, and 3 as outlined in the Summary section of the March 13, 2020 report from the Chief Administrative Officer.*
3. *THAT Council direct staff to carry out a more detailed cost analysis to determine the salary and benefits costs and which accounts were charged to for those RCMP members that worked the four-hour overtime shift to cover the cost to purchase two tickets to the gala;*
4. *THAT Council direct staff to conduct an internal review of all City staff costs incurred to support the Mayor's Gala.*
5. *THAT recommended actions 4 and 5 in the Summary Section of the March 13, 2020 report from the Chief Administrative Officer be dealt with at a later date after the detailed cost analysis is completed.*

6. NEW AND UNFINISHED BUSINESS

- a. Motions/Notices of Motion
- b. Correspondence
 - 1. African-Caribbean Arts & Cultural Society
Support International Decade for People of African Descent (2015-2024)
 - 2. Ben Pires
Colonial Name of Our Province

MOVED BY Councillor Pachal
SECONDED BY Councillor Albrecht

THAT the following correspondence be received for information:

- African-Caribbean Arts & Cultural Society- Support International Decade for People of African Descent (2015-2024)
- Ben Pires - Colonial Name of Our Province

CARRIED

- c. New Business

7. ADJOURNMENT

MOVED BY Councillor Wallace
SECONDED BY Councillor Martin

THAT the meeting adjourn at 7:45pm.

CARRIED

Signed:

MAYOR

Certified Correct:

CORPORATE OFFICER



MINUTES OF A SPECIAL (PRE-CLOSED) COUNCIL MEETING

**Monday, September 14, 2020
6:15 p.m.
Council Chambers, Langley City Hall
20399 Douglas Crescent**

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
D. Leite, Director of Corporate Services
K. Kenney, Corporate Officer

1. MOTION TO HOLD A CLOSED MEETING

MOVED BY Councillor Wallace
SECONDED BY Councillor James

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.

CARRIED

2. ADJOURNMENT

MOVED BY Councillor Pachal

SECONDED BY Councillor Storteboom

THAT the Special (pre-closed) Council meeting adjourn at 6:16pm.

CARRIED

Signed:

MAYOR

Certified Correct:

CORPORATE OFFICER

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Dear Langley City Council,

I am requesting a chance speak vi and speak before you on behalf of the Langley Food Bank.

Date- September 28, 2020

Name- Jim Calamunce- Executive Director

Organization- Langley Food Bank

Address – 5768 203 St.

Email address- info@langleyfoodbank.com

Topic- Speak about the Permissive Tax Exemption

Audio- Visual needs- None

Action You Wish the Council would take- To grant the Permissive Tax Exemption for the year 2021 for the Langley Food Bank at 5768 203 St.

Requested Meeting Date- September 28, 2020

Special Note- I would like to have one of our clients speak virtually if possible too.

Jim Calamunce- Executive Director of the Langley Food Bank

Please send Zoom invite to 22 (1) I will forward it to my client who is also sharing about her experience here.

September 10, 2020

Dear Mayor and Council ,

Thank you for being the Leaders of Langley City and making it a good and safe place to be.

I am writing you once again to have you consider granting the Langley Food Bank a Permissive Tax Exemption for the year of 2021 at the address of 5768 203 St.

At the Langley Food Bank we try to meet the needs of whoever comes as long as they are a Langley resident. No one is turned away because of race, creed, color, religion or sexual preference. It has come to my attention that we are the only Food Bank in the Lower Mainland that does not have a Permissive Tax Exemption. This should not be and I would like to be granted a time in the near future to make a presentation to the Council. The Langley Food bank helps over 700 family units now with many more family units signing up weekly because of Covid.

I would appreciate 10-15 minutes of your time to try again to allow you to see that we are helping the community in ways that will make Langley truly the "Place to Be" for everyone not just those who have means.

Kindest Regards- Jim Calamunce- Executive Director of the Langley Food Bank.



EXPLANATORY NOTE

HIGHWAY AND TRAFFIC REGULATION BYLAW 2871, AMENDMENT BYLAW No. 4, 2020 No. 3132

The purpose of Bylaw No. 3132 is to incorporate the required wording in the Bylaw to hold the owner of an unauthorized “thing”, or a vehicle, that occupies any portion of a highway or public place, liable for a fee for seizure of the vehicles or things from Highways and Public Places.

If approved, a separate amendment to the Fees and Charges Bylaw is required to set the fee for the actual cost incurred by the City of Langley for the seizure, detention, impoundment, or storage of a vehicle or thing from highways and public places.



**HIGHWAY AND TRAFFIC REGULATION BYLAW 2871,
AMENDMENT BYLAW No. 4, 2020
No. 3132**

A Bylaw to amend the Highway and Traffic Regulation Bylaw.

1. Title

- (1) This bylaw shall be cited as the “Highway and Traffic Regulation Bylaw, 2013, No. 2871, Amendment Bylaw No. 4, 2020, No. 3132”.

2. Amendments

- (1) Highway and Traffic Regulation Bylaw 2871 is hereby amended:
 - (a) In Section 3. General Provisions, subsection (2)(g) in the phrase “impounding of vehicles”, by adding “or things” and removing “and a scale of fees, costs and expenses for that purpose”;
 - (b) In Section 3. General Provisions, subsection (2)(h) in the phrase “in the recovery of fees”, by replacing with “in the recovery of seizure fees”;
 - (c) In Section 3. General Provisions, subsection (2)(h) in the phrase “sale of the vehicle referred to”, by replacing with “sale of the vehicle or thing referred to”;
 - (d) In Section 5. Traffic Regulations, subsection (11) in the phrase “Removing of Vehicles”, by adding “and Other Things from Highways”;
 - (e) In Section 5. Traffic Regulations, subsection (11), by adding subsection (11)(a) stating “For the purpose of this subsection, section 3 and section 10 of this bylaw, “thing” includes a vehicle, vessel or other chattel, or structure.” and updating all the subsequent subsection numberings accordingly;
 - (f) In Section 5. Traffic Regulations, subsection (11)(b) in the phrase “public place may be removed, detained or impounded”, by replacing it with “public place may be seized, removed, detained and/or impounded”;

- (g) In Section 5. Traffic Regulations, subsection (11)(c) in the phrase “No compensation shall be paid to the owner or any person for loss or damage resulting from the removal, detention or impoundment; and the owner or driver shall be liable for all expenses incurred for the removal and storage of such vehicle. by replacing it with “No compensation shall be paid to the owner or any person for loss or damage resulting from the seizure, removal, detention or impoundment of a vehicle unlawfully occupying any portion of a highway or public place; and the owner shall be liable for a fee for the seizure.”
- (h) In Section 5. Traffic Regulations, subsection (11), by adding subsection (11)(d) stating “The fee for seizure of a vehicle from a highway or public place is the total of all expenses incurred by the City for the seizure, impoundment, removal, storage and disposal of such vehicle.”
- (i) In Section 5. Traffic Regulations, subsection (11)(e) in the phrase “The Director of Engineering, Parks & Environment is hereby authorized to remove, any thing from the highway which is or may become an obstruction or inconvenience to the free use of any highway, or which encroaches thereon, but such authority shall not in any way relieve from responsibility or liability any person guilty of any infraction of this bylaw.”. by replacing it with “The Director of Engineering, Parks & Environment is hereby authorized to seize, remove, detain and impound any thing from the highway, other than a vehicle, which is or may become an obstruction or inconvenience to the free use of any highway, or which encroaches thereon, or which is otherwise unlawfully occupying any portion of a highway or public place, but such authority shall not in any way relieve from responsibility or liability any person guilty of any infraction of this bylaw.”
- (j) In Section 5. Traffic Regulations, subsection (11), by adding subsection (11)(f) stating “No compensation shall be paid to the owner or any person for loss or damage resulting from the seizure, removal, detention or impoundment of any thing from any highway under this section; and the owner shall be liable for a fee for the seizure.”
- (k) In Section 5. Traffic Regulations, subsection (11), by adding subsection (11)(g) stating “The fee for seizure of a thing from a highway or public place is the total of all expenses incurred by the City for the seizure, impoundment, removal, storage and disposal of such thing.”
- (l) In Section 10. Recovery of Costs, subsection (1) in the phrase “If a vehicle or thing is seized pursuant to this bylaw and not recovered by its owner as set forth herein within 30 days following the date of seizure, the vehicle or thing may be sold by order of the Director of Engineering, Parks & Environment.”. by replacing it with “If a vehicle, vessel or other chattel,

structure or thing is seized pursuant to this bylaw and not recovered by its owner as set forth herein within 30 days following the date of seizure, the vehicle, vessel or other chattel, structure or thing may be sold by order of the Director of Engineering, Parks & Environment.”

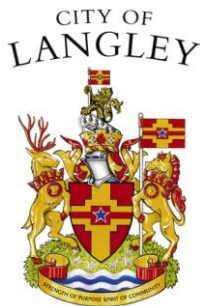
- (m) In Section 10. Recovery of Costs, subsection (2) in the phrase “if an item seized pursuant to section 10(1) is perishable”. by replacing it with “if a vehicle or thing referred to in section 10(1) is perishable.”
- (n) In Section 10. Recovery of Costs, subsection (3) in the phrase “Before selling a vehicle, vessel or other chattel, structure or thing”. by replacing it with “Before selling a vehicle or thing”.
- (o) In Section 10. Recovery of Costs, subsection (5) in the phrase “to prevent or interfere with the seizure, removal, detaining or impounding of any such vehicle, vessel, chattel, structure or thing by the City”. by removing “, vessel, chattel, structure”.

READ A FIRST, SECOND AND THIRD TIME this fourteenth day of September, 2020.

ADOPTED this _____ day of _____, 2020.

MAYOR

CORPORATE OFFICER



Highway and Traffic Regulation Bylaw, 2013

Bylaw No. 2871

A Bylaw for the regulation of highways traffic within the City of Langley.

DISCLAIMER – THIS BYLAW IS CONSOLIDATED FOR CONVENIENCE ONLY. THE CITY DOES NOT WARRANT THAT THE INFORMATION CONTAINED IN THIS CONSOLIDATION IS CURRENT. IT IS THE RESPONSIBILITY OF THE PERSON USING THIS CONSOLIDATION TO ENSURE THAT IT ACCURATELY REFLECTS CURRENT BYLAW PROVISIONS.

Consolidated as of November 20, 2018

| TABLE OF CONSOLIDATION | |
|--|---|
| BYLAW | SUBJECT MATTER |
| Bylaw No. 2941, Amendment No. 1 | Authority for City to maintain boulevards on owner behalf and issue MTIs |
| Bylaw No. 2984, Amendment No. 2 | Update to the Truck Route Bylaw |
| Bylaw No. 2871, Amendment No. 3 | Update definition of Heavy Truck |
| <u>Bylaw No. 3132, Amendment No. 4</u> | <ul style="list-style-type: none"> • <u>Authority for City to recover the cost of the cost of seizure of a thing (other than vehicles) from a highway.</u> • <u>Rewording Sections 3 (2)(g) and 5(11)(c) for better conformity with the Community Charter</u> |



HIGHWAY AND TRAFFIC REGULATION BYLAW, 2013

BYLAW NO. 2871

A Bylaw for the regulation of highways traffic within the City of Langley.

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

1. Title

- (1) This bylaw shall be cited as the “Highway and Traffic Regulation Bylaw, 2013, No. 2871”.

2. Definitions

In this bylaw:

- (1) “Alley” means a highway which is 8.5 metres or less in width.
- (2) “Boulevard” means:
- (a) on a highway with curbs, the portion of highway between the face of the curb and the adjoining property line; and
 - (b) on a highway without curbs, the portion of highway between the edge of the roadway and adjoining property line, and on a highway where traffic is separated by means of a median, includes the median.
- (3) “Bylaw Enforcement Officer:” means an officer, employee or Parking Officer Contractor of the City who has responsibility for inspection and enforcement related to bylaw compliance.
- (4) “City” means the City of Langley.
- (5) “City Solicitor” means the Solicitor of the City for the time being authorized to carry out the duties ascribed to the said City Solicitor, under the provisions of this or any other bylaw of the City.
- (6) “Commercial Vehicle” means a vehicle displaying a current commercial decal issued by the City of Langley except those vehicles exempted from registration and licensing under the *Motor Vehicle Act*.
- (7) “Council” means the Council of the City of Langley.

- (8) “Crosswalk” means that portion of a roadway ordinarily included within the prolongation of curb and property lines, at highway intersections, or any other portion of highway clearly indicated for pedestrian crossing by lines or other markings on the road surface.
- (9) “Director of Engineering, Parks & Environment” means the person appointed as the Director of Engineering, Parks & Environment for the City or a person designated to act in place of the Director of Engineering, Parks & Environment.
- (10) “GVW” means “Gross Vehicle Weight” as defined in the *Commercial Transport Act*.
- (11) “Heavy Truck” means a motor vehicle with greater than 11,800 kg licenced gross vehicle weight.
- (12) “Highway” includes public road, highway, bridge, viaduct, lane and sidewalk and any other way normally open to the use of the public, but does not include a private right-of-way on private property nor a provincial arterial highway.
- (13) “Idle” means the operation of the engine of a vehicle while the vehicle is not in motion and “idling” has a corresponding meaning.
- (14) “Intersection” means the area created by the extension of the lateral lines of roadways which join one another, whether such roadways at the junction cross each other or meet at an angle without crossing each other.
- (15) “Licenced Gross Vehicle Weight” means “licenced gross vehicle weight as defined in the *Commercial Transport Act*.”
- (16) “Median” means an area that is painted, curbed or raised and is located between traffic lanes to separate vehicles travelling in opposite directions.
- (17) “Motor Vehicle” means a vehicle which is self-propelled but does not include a motorized wheelchair or a vehicle operated on rails or tracks.
- (18) “Parade” means a procession or body of pedestrians, except members of the Armed Forces, numbering more than ten (10), standing, marching or walking upon any highway or sidewalk, or any group of ten or more vehicles, except funeral processions, standing or moving on any highway.
- (19) “Parking” means the standing of a vehicle, whether occupied or not, upon a highway, but does not include the temporary standing for the purpose of, and while actually engaged in, loading or unloading.
- (20) “Parking Officer Contractor” means an individual or company working under contract to the City of Langley to enforce this Bylaw.
- (21) “Peace Officer” means any member of the Royal Canadian Mounted Police or a Bylaw Enforcement Officer.
- (22) “Pedestrian” means a skater or a person on foot, in a wheelchair whether motorized or not, or in a carriage.

- (23) "Private Road" means every highway or place in private ownership and used for vehicular travel by the owner and those having express or implied permission from the owner.
- (24) "Provincial Arterial Highway" means "Provincial arterial highway" as defined in the *Transportation Act*.
- (25) "Recreational Vehicle" means a vehicle or combination of vehicles, motor home, or truck and camper constructed or equipped for the principal purpose of habitation during travel or recreation.
- (26) "Roadway" means the portion of a highway that is improved, designed or ordinarily used for vehicular traffic.
- (27) "Sidewalk" means that portion of any highway between the face of the curb and the adjacent property line intended for the use of pedestrians.
- (28) "Skater" means a person who is skateboarding or rollerskating with any form of skate or similar means of conveyance.
- (29) "Stop" means:
 - (a) when required, a complete cessation of movement, and
 - (b) when prohibited, the stopping of a vehicle, whether occupied or not except when necessary to avoid conflict with other traffic or to comply with the directions of a Peace Officer, traffic sign or traffic control signal.
- (30) "Towing Contractor" means an individual or company working under contract to the City of Langley to provide towing services.
- (31) "Traffic" means pedestrians, ridden or herded animals, vehicles and other conveyances, either singly or together, while using any highway.
- (32) "Traffic Control Signal" means any device manually, electrically or mechanically operated for the regulation of traffic, by which traffic is alternately directed to stop and to proceed.
- (33) "Traffic Sign" means any sign, signal, marking or other device painted, placed or erected for the purpose of directing, warning, or regulating traffic or parking.
- (34) "Trailer" means a vehicle that is at any time drawn on a highway by a motor vehicle, except:
 - (a) a sidecar attached to a motorcycle; and
 - (b) a disabled motor vehicle that is towed by a tow car and includes a semi-trailer as defined in the *Commercial Transport Act*.
- (35) "Vehicle" means any device by which a person or thing may be transported or drawn on a highway, irrespective of the motive power but does not include railway cars running upon rails.

- (36) “Walkway” means that portion of a highway improved for the use of non-vehicular traffic and includes a sidewalk.

3. General Provisions

- (1) In this bylaw, subject to section 2 – Definitions, and unless the context otherwise requires, words shall be defined in the *Motor Vehicle Act*.
- (2) The Director of Engineering, Parks & Environment is authorized to make orders in respect of the following matters, and by those orders to exercise the powers of the City under this bylaw, subject to the terms and conditions described in this bylaw:
- (a) the placing or erection of traffic signs or traffic control signals to give effect to this bylaw;
 - (b) the regulation, control or prohibition of pedestrian traffic, ridden or herded animals, vehicular traffic and traffic by other conveyances, either singly or together, on sidewalks, walkways or boulevards, or in or on lanes or ways separating the rear property lines of parcels of land fronting on highways running more or less parallel to and on each side of the lanes or ways, and at intersections of the lanes or ways with each other or with highways;
 - (c) the regulation, control or prohibition of the stopping, standing or parking of vehicles in the City;
 - (d) in accordance with any regulation made under section 209(2)(h) of the *Motor Vehicle Act*, for parking zones for persons with disabilities, on highways that are not arterial highways, including providing for a system of permits for those parking zones;
 - (e) the setting apart and allotting of portions of highways adjacent to federal, provincial or municipal public buildings for the exclusive use of officials and officers engaged in them for the parking of vehicles, and the regulation of that parking;
 - (f) the erection, maintenance and operation on a highway or portion of it, of automatic or other mechanical meters, for the purpose of allotting and controlling parking spaces for vehicles, and measuring and recording the duration of parking, and requiring the driver of every vehicle parked in a parking space to deposit in the appropriate meter, a fee for parking in the manner and at the rate prescribed and as measured by the meter;
 - (g) the seizure, removal, detention or impounding of vehicles or things unlawfully occupying a portion of the highway or public place, ~~and a scale of fees, costs and expenses for that purpose~~;
 - (h) the recovery of seizure fees, costs and expenses from the owner or by sale of the vehicle or thing referred to in subsection 3(2)(g) at public auction or by action in a court of competent jurisdiction;
 - (i) the establishment and use of loading, commercial and passenger zones in the municipality and their designation;

- (j) in respect of a highway, except a provincial arterial highway, the regulation of the width, length, and height of vehicles and the width, length, height, fastenings and distribution of loads on vehicles driven or operated on them;
- (k) that on a highway where construction, reconstruction, widening, repair, marking or other work is being carried out, traffic signs or traffic control signals must be erected or placed indicating that people or equipment are working on the highway;
- (l) that on a highway where people are working or construction, reconstruction, widening, repair, marking or other work is being carried out, traffic signs or traffic control signals must be erected or placed to regulate or prohibit traffic in the vicinity of the work;
- (m) the regulation, control and prohibition or erection or maintenance, or both, of signs, advertisements or guide posts on or over highways other than arterial highways in the City, and their alteration, repainting, tearing down or removal without compensation to any person for the loss or damage that results;
- (n) the regulation or prohibition of pedestrian traffic on highways other than at crosswalks;
- (o) the prohibition of pedestrian traffic in an unmarked crosswalk designated by a traffic sign or traffic control signal;
- (p) the establishment of school crossings in the City and the regulation and control of pedestrian and vehicular traffic with respect to them;
- (q) the regulation and control of processions on highways in the City;
- (r) the regulation and control of persons using roller skates, sleighs, skates, skis or other similar means of conveyance on highways in the City;
- (s) the enforcement of bylaws adopted under this section by fine or imprisonment, or both, and imposing fines, penalties and costs;
- (t) the use, in places, under conditions and in circumstances specified by the bylaw, of sidewalks and crosswalks by persons riding cycles;
- (u) permitting, regulating, controlling and prohibiting the temporary occupation of a portion of a highway, for any purpose or project, for the period necessary to complete such purpose or project, including a requirement for persons to pay a highway occupancy fee and/or provide an indemnity and/or proof of insurance for the benefit of the City;
- (v) permitting, regulating, controlling and prohibiting fixed or longer term encroachments on or over a highway, including a requirement for persons to pay a highway occupancy fee and/or provide an indemnity and/or proof of insurance for the benefit of the City;
- (w) the issuance of a “Stop Work Order” for the following:
 - (i) failure to produce a Traffic Control Plan as per the British Columbia Ministry of Transportation *Traffic Control Manual for Work on Roadways* or otherwise as required and approved by the Engineer;

- (ii) non-compliance with a Traffic Control Plan as per the British Columbia Ministry of Transportation *Traffic Control Manual for Work on Roadways* or otherwise as required and approved by the Engineer; or
 - (iii) failure to provide evidence of insurance.
- (3) The Director of Engineering, Parks & Environment is authorized to permit the temporary occupation of a portion of a highway or a highway for the purpose of a parade or special event, including a requirement for persons to pay a highway occupancy fee and/or provide an indemnity and/or proof of insurance for the benefit of the City.
- (4) The Director of Engineering, Parks & Environment, Fire Chief or Deputy Fire Chief or any Peace Officer may erect or place a temporary traffic sign, at any time in any public place in the interest of public safety. If the traffic control sign is to remain in place for more than 72 hours, the person placing such sign shall forthwith notify the Chief Bylaw Enforcement Officer in writing.
- (5) Every Bylaw Enforcement Officer and Peace Officer is authorized to do all things necessary to control traffic pursuant to this bylaw and to ensure the requirements of this bylaw are being carried out.

4. Exemptions

The provisions of this bylaw do not apply to:

- (1) Persons employed by the City, vehicles or other equipment owned or operated by employees of the City while lawfully engaged in highway or public utility construction, maintenance or repair work on, over or under the surface of a highway;
- (2) the driver of any emergency vehicle:
 - (a) while it is responding to an emergency call and sounding an audible signal, siren, or bell, and showing a flashing red or blue light; or at the scene of an emergency and showing a flashing red or blue light;
 - (b) who is a Peace Officer in immediate pursuit of an actual or suspected violator of the law; or
 - (c) who is a Peace Officer engaged in a police duty of a nature that the sounding of an audible signal or siren would unduly hamper the performance of that duty;
- (3) the stopping, standing or parking of vehicles:
 - (a) being owned, leased or under contract with the Government of Canada, Province of British Columbia or the City;
 - (b) by a public utility corporation; or
 - (c) as a tow vehicle

while such vehicles are in actual use for official purposes and meet the Ministry of Transportation Traffic Control Manual for Work in Roadways or Worksafe Requirements. Notwithstanding the foregoing, the stopping, standing or parking of such vehicles shall, wherever possible, obstruct traffic as little as possible.

- (4) A Bylaw Enforcement Officer engaged in the performance of his or her duties in enforcing the bylaws of the City.

5. Traffic Regulations

- (1) Every driver and pedestrian shall obey the directions or instructions of or indicated by any traffic sign or traffic control signal unless otherwise directed by a Peace Officer.
- (2) No person shall establish, place or maintain, or display or cause to be established, placed, maintained or displayed in, upon, or in view of any highway, any unauthorized sign, signal, marking or other device which purports to be, or is in imitation of, or resembles any traffic sign or traffic control signal, or which attempts to direct the movement of traffic or the parking of vehicles, or which hides from view or interferes with the effectiveness of any authorized traffic sign or traffic control signal.
- (3) No person shall move, remove, deface, damage or alter nor obstruct the view of, or otherwise interfere with any traffic sign or traffic control signal.
- (4) The Director of Engineering, Parks & Environment may close or permit to be closed to traffic, any highway or portion thereof, at such time and for such periods as may be deemed necessary; and may indicate such closure with a traffic sign or traffic control signal.
- (5) Pursuant to section 5(4) it shall be unlawful for any person excepting any Peace Officer, Fire Department member or driver of any emergency vehicle while they are in the course of responding to an emergency, to remove, interfere with, or pass beyond such barrier, device or warning, or to enter such closed area.
- (6) The Director of Engineering, Parks & Environment may designate the location of traffic lanes for traffic on any paved highway and such lanes shall be painted white or otherwise marked on the surface of such pavement, at such places and locations and in such manner as the Director of Engineering, Parks & Environment may deem advisable.
- (7) The Director of Engineering, Parks & Environment may designate highways or portions of highways on which lines or symbols shall be marked, which need not be in the middle of the travelled portion of the highway.
- (8) Parades
 - (a) No person shall be a member of, or take part in, any parade upon or adjacent to a highway unless:
 - (i) such parade is under the direction or control of a marshal or organizer, and

- (ii) the marshal or organizer has obtained prior written permission for such parade upon application to the Director of Engineering, Parks & Environment.
 - (b) An application to the Director of Engineering, Parks & Environment shall specify the nature of the parade, the day and hour on or at which such parade is to be held, the place or places of formation or commencement thereof, the route intended to be taken, and the point of disbandment or dispersal of same and the approximate length thereof.
 - (c) The Director of Engineering, Parks & Environment may issue a permit for a parade subject to any conditions they may impose as to time, route or otherwise. Any person subject to the permit must apply with all conditions thereby imposed.
- (9) Rate of Speed
- No person shall:
- (a) drive or operate a vehicle upon a highway, other than an alley, at a greater rate of speed than 50 km/h unless permitted by a traffic sign;
 - (b) drive or operate a vehicle upon an alley at a greater rate of speed than 20 km/h;
 - (c) drive or operate a vehicle upon a highway at a greater rate of speed than 30 km/h where a traffic sign indicates the highway is being repaired, widened or marked;
 - (d) drive or operate a vehicle upon a highway at a greater rate of speed than 30 km/h where a traffic sign indicates that a zone, place or area is in the vicinity of a school and the speed is restricted between the hours of 8:00 am and 5:00 pm of any day of which school is regularly held;
 - (e) drive or operate a vehicle upon a highway at a greater rate of speed than 30 km/h where a traffic sign indicates that a zone, place or area is in the vicinity of a playground and the speed is restricted between dawn and dusk; and
 - (f) drive or operate a vehicle upon that portion of the highway at a greater rate of speed than that indicated on the traffic sign where the Director of Engineering, Parks & Environment has caused a traffic sign to be erected or placed on a highway limiting the rate of speed of vehicles driven or operated on a designated portion of the highway.
- (10) No person shall drive on any highway at such a rate of speed as to impede or block the normal and reasonable movement of traffic except when reduced speed is necessary for safe driving or operation is in compliance with the law. A Peace Officer may cause such vehicle to be removed or to be temporarily removed from the highway for such time as he may see fit for the purpose of restoring the normal and reasonable movement of traffic.
- (11) Removal of Vehicles and Other Things from Highways
- (a) For the purpose of this subsection, section 3 and section 10 of this bylaw, “thing” includes a vehicle, vessel or other chattel, or structure.
 - ~~(a)~~(b) Any vehicle unlawfully occupying any portion of a highway or public place may be seized, removed, detained and/or impounded by a Peace Officer or the Towing Contractor.

- (c) No compensation shall be paid to the owner or any person for loss or damage resulting from the seizure, removal, detention or impoundment of a vehicle unlawfully occupying any portion of a highway or public place; and the owner or driver shall be liable for a fee for the seizure all expenses incurred for the removal and storage of such vehicle.
- (b)(d) The fee for seizure of a vehicle from a highway or public place is the total of all expenses incurred by the City for the seizure, impoundment, removal, storage and disposal of such vehicle.
- (e) The Director of Engineering, Parks & Environment is hereby authorized to seize, remove, detain and impound any object or thing from the highway, other than a vehicle, which is or may become an obstruction or inconvenience to the free use of any highway, or which encroaches thereon, or which is otherwise unlawfully occupying any portion of a highway or public place, but such authority shall not in any way relieve from responsibility or liability any person guilty of any infraction of this bylaw.
- (f) No compensation shall be paid to the owner or any person for loss or damage resulting from the seizure, removal, detention or impoundment of any thing from any highway under this section; and the owner shall be liable for a fee for the seizure.
- (g) The fee for seizure of a thing from a highway or public place is the total of all expenses incurred by the City for the seizure, impoundment, removal, storage and disposal of such thing.
- (12) Any person removing a wrecked or damaged vehicle from a highway shall also remove all glass or other injurious substances and any other objects dropped upon the highway from such vehicle.
- (13) No person shall operate a vehicle while sounding a loud speaker or other noise making device, unless written permission has been granted by the Director of Engineering, Parks & Environment.
- (14) No person shall cause or allow to be caused, the emission of any loud or unnecessary noise from a motor vehicle:
- (a) by using or by means of the horn, engine, exhaust system, braking system, acceleration system, tires in contact with the highway; or
 - (b) by the amplified sound of an alarm system, radio, television, player or other sound playback device or amplification equipment, or the sound of a musical instrument, that emanates from a motor vehicle and can easily be heard by someone outside the motor vehicle; or
 - (c) otherwise, from the motor vehicle, or any part thereof, or any thing or substance that the motor vehicle or a part thereof comes into contact with.
- (15) Pedestrians
- (a) No person shall:
 - (i) cross a highway in contravention of a traffic sign or traffic control signal;

- (ii) walk on the roadway where there is a sidewalk that is reasonably passable on either or both sides of a highway;
- (iii) engage in any sport, amusement, exercise or occupation on a highway or stand, walk, run or loiter in such a manner as to obstruct, impede or interfere with the free passage of vehicles on a highway.
- (iv) engage in any sport, amusement, exercise or occupation on a sidewalk or stand, walk, run or loiter in such a manner as to obstruct, impede or interfere with the free passage of another person on a sidewalk.
- (v) cling to any vehicle in motion nor ride a bicycle, toy vehicle, sleigh or similar device while clinging to any vehicle in motion in or upon a highway.

(16) Cyclists

- (a) A person operating a cycle must not:
 - (i) ride upon the sidewalk of any highway in the area (downtown core) set out in the plan attached to and forming part of this Bylaw as Schedule “C”;
 - (ii) ride upon any pedestrian path in a public park if prohibited by a traffic sign;
 - (iii) ride on a marked crosswalk for the purpose of crossing a highway, unless otherwise directed by a traffic control sign;
 - (iv) leave a cycle on a sidewalk so as to interfere with or obstruct the flow of pedestrian traffic;
 - (v) park a cycle other than in a bicycle rack or stand where a bicycle rack or stand is provided for that purposes;
 - (vi) ride a cycle on a highway where a traffic control sign prohibits the use;
 - (vii) ride a cycle without wearing a helmet, unless exempted by regulation made by the Lieutenant Governor in Council;
 - (viii) carry any other person on the bicycle, provided that, if a bicycle is specially constructed to carry more than one person with separate seats for each person, the number of persons for which it is constructed may ride that bicycle; and
 - (ix) carry any package, bundle or article which prevents them from keeping both hands on the handle bar, or obstructs their vision.
- (b) Except for the purposes of overtaking another bicycle, no person shall ride a bicycle on a highway on the left side of any other bicycles riding on that highway.
- (c) In addition to the duties imposed by this section, a person operating a cycle on a highway must do so in accordance with section 183 of the *Motor Vehicle Act*.

6. Parking and Stopping

- (1) Except when necessary to avoid conflict with traffic or to comply with the directions of a Peace Officer, traffic sign or traffic control signal, no person shall stop, stand or park a vehicle in, along or upon any of the following highways or places:
 - (a) within 6 metres on the approach to a stop sign, yield sign or traffic control signal, located at the side of the highway;
 - (b) within 6 metres of an intersecting highway;
 - (c) within 5 metres of a fire hydrant measured from a point in the curb or edge of the roadway which is closest to the fire hydrant;
 - (d) within 2 metres of any alley or driveway measured from the top of the curb cut, or the point at which the curb begins to slope downward toward highway level;
 - (e) alongside or opposite any highway excavation or obstruction when such stopping would obstruct traffic;
 - (f) on a sidewalk, crosswalk, boulevard or median;
 - (g) within 6 metres of the edge of a marked crosswalk;
 - (h) on the roadway side of any vehicle stopped or parked at the edge or curb of a highway;
 - (i) in an alley except for vehicles actively and visibly engaged in loading or unloading passengers or materials and then only when stopped or parked in such a manner as to allow for the passage of vehicular traffic;
 - (j) in an alley in such a position or manner as to obstruct the free movement of vehicular traffic into or out of any driveway or road adjoining such alley;
 - (k) on any bridge;
 - (l) within 15 metres of the nearest railroad crossing;
 - (m) on any highway for the principal purpose of:
 - (i) advertising, washing, greasing, repairing, wrecking or storing such vehicle, excepting repairs necessitated by an emergency,
 - (ii) displaying such vehicle for sale;
 - (iii) displaying signs; or
 - (iv) selling flowers, fruits, vegetables, seafood or other commodities or articles.
 - (n) on the paved portion of any highway where the pavement is 7 metres or less in

width;

- (o) on any portion of a highway or in a City owned public parking lot in contravention of a traffic sign or traffic control signal which gives notice that standing, stopping or parking there is restricted or prohibited;
- (p) on a highway other than on the right side of the highway and
 - (i) with the right hand wheels parallel to that side, and
 - (ii) where there is a curb, within 30 cm of the curb or the edge of the roadway as measured from the nearest wheel;
- (q) so as to obstruct or interfere with the normal passage of vehicular or pedestrian traffic;
- (r) on a highway designated for angle parking at an angle other than forty-five degrees to the curb or edge of the roadway or other such angle indicated by such marks or a traffic control signal, and in the direction of travel, and where there is a curb, within 30 cm of the curb as measured from the nearest wheel;
- (s) in a designated angle parking zone where the length of the vehicle and/or trailer exceeds 6 metres;
- (t) on a highway or in a City owned public parking lot where parking stalls have designated, other than wholly within the designated parking stall;
- (u) in such a manner to obstruct the visibility of a traffic sign or traffic control signal;
- (v) within 10 metres of the approach of, or 7 metres beyond any bus stop sign;
- (w) in a passenger zone or loading zone except, for when actively and visibly engaged in loading or unloading persons or goods;
- (x) in a commercial zone except, a commercial vehicle.

(2) Time Limited Parking

No person shall park a vehicle:

- (a) on any highway or in any City owned public parking lot in contravention of the length of time allowed for parking as indicated by a traffic sign;
- (b) on a highway for a period longer than 72 consecutive hours where a traffic sign does not further restrict parking limits;
- (c) nor move a vehicle from one location to another on the same block or lot to avoid a time limit regulation.

(3) Idling

- (a) No person shall cause or permit a vehicle to idle:

- (i) for more than three minutes in a 60 minute period; or
 - (ii) while unattended.
- (b) Section 6(3)(a) does not apply to:
- (i) police, fire, ambulance or other emergency vehicles in the course of the performance of police, fire, ambulance or other emergency duties including training activities;
 - (ii) vehicles assisting in an emergency activity;
 - (iii) vehicles for which idling is required as part of a repair or regular pre-check maintenance process;
 - (iv) vehicles engaged in a parade or race or other event for which a permit has been issued by the Director of Engineering, Parks & Environment;
 - (v) vehicles idling while passengers are in the course of embarking or disembarking;
 - (vi) armoured vehicles used to transport money or valuables in which a person remains to guard the contents in the course of the loading or unloading of the money or valuables;
 - (vii) vehicles that contain or have attached to it equipment requiring power from the engine to operate in the course of the operation of such equipment for a commercial or public purpose; or
 - (viii) City of Langley vehicles engaged in City business.

(4) Vehicles as Living Quarters

No person shall occupy a vehicle as living quarters while it is parked upon any street or in any other public place.

(5) Unlicensed Vehicles

- (a) No person shall park on any highway a vehicle that is unlicensed or uninsured or that does not display a valid licence plate or valid licence decal in the manner required by the *Motor Vehicle Act*.

(6) Recreational Vehicles and Trailers

- (a) (i) Subject to section 6(b) & (c), no person shall park a recreational vehicle or trailer on a highway for a period exceeding 48 hours, following which the recreational vehicle or trailer must be moved to a location outside a two block radius of the original location or to an off-highway location for a period of not less than 48 hours before the recreational vehicle or trailer may once again be parked in the original block.
- (ii) For the purposes of subsection (a)(i), any location to which the recreational vehicle or trailer is moved must comply with this or any other bylaw;

(b) No person shall use a recreational vehicle for living quarters while parked on a highway; and

(c) No person shall park a trailer on a highway without it being hitched to a motor vehicle.

(7) Disabled Parking

(a) No person shall stop, stand or park a vehicle in a disabled zone unless the vehicle displays in a prominent position visible through the front windshield:

(i) a valid “Disabled Persons Parking Placard” issued pursuant to Division 38 of the Motor Vehicle Regulation, BC Regulation 26/58; or

(ii) a permit of similar nature issued by another jurisdiction.

(8) Commercial Vehicle Parking

No person shall park a commercial vehicle in excess of 5600 kg on a highway between the hours of 12:00 midnight and 8:00 am.

7. Extraordinary Traffic Control

(1) The Director of Engineering, Parks & Environment may, from time to time, make orders to limit the weight of loads carried by vehicles on any highway or bridge with the exception of provincial arterial highways.

(2) Truck Route

No person shall drive or operate a heavy truck on any highway in the City except those highways set out in Schedule B of this bylaw (hereinafter called the “Truck Route”) except:

(a) any heavy truck operating for or on behalf of the City;

(b) as authorized by a permit issued by the Director of Engineering, Parks & Environment;

(c) where it is necessary to deviate from the truck route for the purpose of delivering or receiving goods or other such common commercial purpose, by the shortest route from the nearest truck route with the least impact on residential areas; or

(d) where a heavy truck is stored at a location off the truck route, a person may drive the truck to and from the place where it is stored and in doing so shall drive it on those highways forming the shortest route between the storage location and the truck route.

(3) Maximum Vehicle Size

- (a) No person, except as authorized by a permit issued by the Director of Engineering, Parks & Environment, shall drive a vehicle on any highway having a greater gross weight, dimension, axle load, or tire load, than the limits prescribed pursuant to the *Commercial Transport Act*, as amended, and the Regulations passed thereunder.
- (b) Farm machinery and farm implements which exceed the specifications as set out in subsection (1) may be moved on any highway between sunrise and sunset if the extremities of the said farm machinery and farm implements are clearly indicated with red flags and warning devices.
- (4) Notwithstanding subsections (1), (2) and (3), no person shall drive or operate a vehicle with a licensed gross vehicle weight greater than 63,500 kilograms on any highway.
- (5) No person, except as authorized by a permit by the Director of Engineering, Parks & Environment, shall operate or use upon any highway, any vehicle having wheels, tires, or tracks constructed or equipped with projecting spikes, cleats, ribs, clamps, flanges, lugs, studs, or other attachments or projections which extend beyond the tread or traction surface of the wheel, tire or track except for studs and snow chains as reasonably required for extreme weather conditions.

8. Use of Highways

- (1) No person shall:
 - (a) throw, drop, deposit, leave or allow to fall from a vehicle or their person, any substance or material, on any highway, and any person who has thrown, dropped, deposited, left or allowed to fall from a vehicle or their person any such object or material must forthwith remove the same from that highway.
 - (b) cut, saw, break, split, place or pile firewood, lumber, blocks, rocks, stones, debris or other material, or mix mortar, or do any act which will deface or damage such highway.
 - (c) throw, deposit, cause to be deposited or to flow upon a highway, any noxious, offensive or filthy water or substance.
 - (d) leave any excavation or other obstruction insufficiently fenced or barricaded and marked with warning lights.
 - (e) mark, imprint or deface, in any manner whatsoever, a highway or structure thereon.
- (2) Except as authorized by a permit issued by the Director of Engineering, Parks & Environment, no person shall:
 - (a) undertake any works, construction, dig up, break up or remove any part of a highway or excavate in or under a highway;
 - (b) plant, cause damage to, trim, cut down, or remove trees or timber, sod, shrubs, plants, bushes and hedges from a highway;

- (c) cause damage to, deface, or remove fences, signs, posts, benches, or other street furniture, utilities, survey monuments and services or other things erected by the City on or under a highway;
- (d) change the level of a highway whatsoever, or stop the flow of water through any drain, sewer or culvert on or under a highway;
- (e) construct or maintain a ditch, culvert or drain across or within any highway;
- (f) place, construct or maintain a loading platform, skids, rails, mechanical devices, buildings, signs, street furniture, ramps, or any other structure or thing on a highway;
- (g) erect or maintain any sign, advertisement or guide-post on or over any highway or alter, repaint, tear down or remove any sign, advertisement or guide-post erected or maintained on any highway;
- (h) ride, drive, lead, move or propel any vehicle or animal in excess of 270 kg over or across a boulevard including any curb, sidewalk or ditch unless such has been constructed or improved to form a suitable crossing;
- (i) construct a boulevard, boulevard crossing, including a curb, ditch or sidewalk crossing on any highway;
- (j) in any way obstruct or create an obstruction to the flow of traffic on a highway;
- (k) construct or maintain a driveway or roadway on any highway;

(3) Regulations for Property Owners

Owners or occupiers of real property abutting on a highway shall not:

- (a) allow or permit any earth, rocks, stones, trees, garden waste, logs, stumps, a fence or portions of a fence, or other material to cave, fall, crumble, slide, accumulate or to be otherwise deposited on any highway, except as authorized by a permit issued by the Director of Engineering, Parks & Environment.
- (b) allow or permit any tree, shrub or landscape screen on such property to extend over such highway at a height of less than three metres above the pavement of such highway.
- (c) allow or permit any vehicle used in any excavation or fill of said property to deposit, throw, spill or track any earth, soil, gravel, clay, peat or any other combination thereof upon a highway.
- (d) dump or discharge or allow or permit to be dumped or discharged any snow onto a sidewalk, walkway or highway.

(4) Duties of Property Owners

- (a) Owners or occupiers of real property shall at their own expense:

- (i) remove soil or rubbish from the sidewalk and walkways bordering the real property within 24 hours of the accumulation of such soil or rubbish on such sidewalk or walkway.
 - (ii) remove any accumulation of snow or ice from the sidewalks and walkways bordering the real property within 24 hours after the cessation of any snowfall that caused any accumulation of snow or ice on any sidewalk or walkway, or prior to the depth of snow accumulation exceeding ten centimetres.
 - (iii) remove snow, ice or rubbish from the roof or other part of any such structure thereon adjacent to or abutting on any portion of any highway immediately, if such snow, ice or rubbish constitutes a danger to persons using the highway by being so located as to impose the threat of falling upon the highway.
 - (iv) be responsible for the appearance of the boulevard bordering their property, and shall keep the grass and any landscaping trimmed and cut, and the boulevard clean and free of litter, debris, weeds or other unsightly growth.
- (b) Except that where the real property is zoned single family residential, is abutting both a front road, and a rear street that runs approximately parallel to the front road, and the property owner is unable to directly access the boulevard due to steep grades, walls, fences or other obstructions, the owner or occupier need not maintain the boulevard abutting the rear street.
- (c) The City, by or through its officers, employers or agents, may give notice to the owner or occupier of real property on which there is an accumulation of snow, ice, soil or rubbish on the sidewalk bordering the said land, real property or premises, requiring that the accumulation be removed forthwith or within a specified period of time and in default of such removal forthwith or within a specified period of time and in default of such removal, the City by its employees or authorized agents may carry out such removal at the expense of the owner or occupier and may recover the expense of said removal, with interest at the rate applicable thereto, and costs in the same manner as municipal taxes.
- (d) The City, by or through its officers, employers or agents, may give notice to the owner or occupier of real property on which the boulevard has not been maintained in accordance with section 8(a)(iv), requiring that the boulevard be maintained forthwith or within a specified period of time and in default of such maintenance forthwith or within a specified period of time and in default of such maintenance, the City by its employees or authorized agents may carry out such maintenance at the expense of the owner or occupier and may recover the expense of said maintenance, with interest at the rate applicable thereto, and costs in the same manner as municipal taxes.

9. Permits

- (1) The authority to issue permits pursuant to this bylaw shall include the authority to develop procedures and appropriate forms for application and issue of permits and the power to amend, or vary such permits.
- (2) The following general provisions shall apply to any permit issued pursuant to the bylaw:

- (a) The City may, without compensation to the permittee, rescind a permit by giving written notice to the permittee twenty-four (24) hours prior to such a rescission. A permit may be rescinded where a fixture, chattel, activity or other work is found contrary to a City program, bylaw or will interfere with an approved works program;
- (b) Use of the permit contrary to the provisions of this bylaw or contrary to the conditions contained in the permit shall render the permit void.
- (c) Applications for permits shall be made to the office of the person authorized to issue the permit.
- (d) Where a permit is for use of a highway it must be available at the site for inspection by any representative of the City.
- (e) In granting any permit, conditions may be attached thereto as may be reasonably necessary to prevent damage to public or private property or to prevent the operation from being conducted in a manner hazardous to life or property or in a manner likely to create a nuisance. Such conditions may include, but shall not be limited to:
 - (i) limitations of the period of the year in which the work may be performed;
 - (ii) restrictions as to the size and type of equipment;
 - (iii) designations of routes upon which materials may be transported;
 - (iv) the place and manner of disposal of excavated materials;
 - (v) requirements as to the laying of dust, the cleaning of highways, the prevention of noise, and other operations offensive or injurious to the neighbourhood or the general public;
 - (vi) regulations as to the use of highways in the course of the work;
 - (vii) regulations as to size, colour, shape, wording and location, of any street furniture or other appurtenance erected on the highway;
 - (viii) requirements as to insurance, waivers, or other special requirements; and
 - (ix) requirements as to the levying of charges, administration fees and security deposits in respect to the works or uses approved by a permit.

(f) Liability of Permittee

The issuance of a permit under this section entitles the permittee only to do those things which are specifically permitted in the permit and shall not absolve the permittee from satisfying the requirements of any Act, bylaw or other regulation governing the use of a vehicle or the highway.

Prior to the issuance of a permit, liability insurance of a minimum amount as specified in subsections 9(2)(h-m), must be provided for all permits.

(g) Indemnify City

The permittee shall be responsible for all damages or injury to any person or persons using the highway or otherwise and for any and all loss or damage to privately owned or City property which may result from the operation of the vehicle or use of the highway under the authority of the permit; and the permittee shall protect and save harmless the City from all loss, damage or injury resulting, directly or indirectly, from the permitted use.

(h) Parade and Special Event Permits

The Director of Engineering, Parks & Environment may issue a permit to a person or group or organization to do those things otherwise prohibited by this bylaw in accordance with the following conditions:

- (i) Applications shall be directed in writing to the Director of Engineering, Parks & Environment and must be received at least forty-five (45) days before the event.
- (ii) Applicants are required to submit all required documentation at least forty-five (45) days before the event.
- (iii) Applicants for special events and parades must submit evidence of liability insurance in the amount of \$3,000,000. All policies shall contain a cross-liability clause with the City named as an additional insured, and such evidence must be submitted at least thirty (30) days prior to the event and approved by the Director of Engineering, Parks & Environment.
- (iv) Applicants may be required to deposit monies prior to the event sufficient to defray costs of any temporary signing, barricading, highway cleaning, policing or other City costs.
- (v) Where permission of the Ministry of Transportation or other non-City agencies is required, the applicant will be responsible for obtaining such permission.

(i) Highway Use Permit

The Director of Engineering, Parks & Environment may issue a Highway Use Permit for the use of a highway in a manner otherwise prohibited by this bylaw subject to payment of the application fee as prescribed in the City's Fees and Charges Bylaw.

- (i) As a prerequisite to the issuance of a permit under this section, the applicant shall, if required by the Director of Engineering, Parks & Environment, deposit with the City a sum of money, or Irrevocable Letter of Credit from a financial institution acceptable to the Director of Corporate Services if the amount is greater than five hundred dollars (\$500.00), in an amount of 120% of the cost of the proposed works or as sufficient security that the obligations imposed by the permit are fulfilled within the time specified by the permit and, where applicable, one year's maintenance;
- (ii) Where a deposit has been made in accordance with this section, and upon satisfactory completion of the work within the time specified the deposit shall be refunded to the applicant less an inspection charge as set out in the City's Fees and Charges bylaw'

(iii) Failure by the permit holder to repair damage and/or fulfill such obligations as are set out in the permit within the specified time, shall be cause for the City to carry out the repair or fulfill the obligations that have not been met under the terms and conditions of the permit and to deduct the cost thereof from the monies on deposit or through the Letter of Credit then the permittee shall pay the balance forthwith upon invoice of the City and should there be a surplus of funds over and above that required by the City to carry out the works or fulfill the obligation such balance shall be paid to the permittee less an administration fee as set out in the City's Fees and Charges bylaw.

(iv) In addition, if the permitted use involves construction on or within the highway:

- (A) the applicant shall provide, in triplicate, satisfactory plans and/or specifications of the work to be undertaken and, when such are supplied and approved by the Director of Engineering, Parks & Environment and the necessary permit issued, the work shall conform in every way to the plans and specifications so provided;
- (B) all work approved under this permit shall be designed and constructed by a professional engineer in compliance with the Design Criteria Manual of the City of Langley "Subdivision and Development Servicing Bylaw, 2008, No. 2744.
- (C) applicants for highway use permits must submit evidence of commercial general liability insurance in the amount of:
 - (I) \$5,000,000 for all work involving the use of heavy equipment including excavation, paving, and underground or overhead utility work;
 - (II) \$3,000,000 for all work not involving heavy equipment but still located within the edges of the paved roadway including manhole access or median landscaping;
 - (III) \$1,000,000 for all work involving purely hand tools, and located completely within the boulevard and outside of the paved area.

All policies shall contain a cross-liability clause with the City named as an additional insured.

(v) Work authorized by a permit shall be performed between the hours of 7:00 a.m. and 7:00 p.m., Monday through Friday and between 7:00 a.m. and 5:00 p.m. on Saturday excluding Statutory Holidays, unless the permittee obtains written consent from the Director of Engineering, Parks & Environment to do the work at any other hour if, in his judgement, traffic conditions, the safety or convenience of the traveling public or the public interest require the work be performed, the Director of Engineering, Parks & Environment shall have full power to order at the time the permit is granted, that a work crew and adequate facilities be employed by the permittee twenty-four (24) hours a day so that such work may be completed as soon as possible.

10. Recovery of Costs

- (1) If a vehicle, ~~vessel or other chattel, structure~~ or thing is seized pursuant to this bylaw and not recovered by its owner as set forth herein within 30 days following the date of seizure, the vehicle, ~~vessel or other chattel, structure~~ or thing may be sold by order of the Director of Engineering, Parks & Environment.
- (2) Despite any other provision of this bylaw, if ~~an item seized pursuant to~~ vehicle or thing referred to in section 10(1) is perishable, or has no market value or only nominal market value, the Director of Corporate Services may dispose of such item in any manner that he or she deem expedient.
- (3) Before selling a vehicle, ~~vessel or other chattel, structure~~ or thing at public auction under this section, the City must advertise the time and place of the proposed public auction in a newspaper circulating in the District, giving at least seven day's notice of such proposed sale, and shall, in cases where a vehicle is intended to be sold and such vehicle is registered with the Registrar of Motor Vehicles, send written notice to the registered owner of the vehicle at the address shown on the records of the Registrar of Motor Vehicles, advising of the seizure, the sum payable to release the vehicle, and the date of proposed sale by public auction, if unclaimed.
- (4) The proceeds of sale by public auction must be applied first to the cost of the sale, second to the fees, cost and expenses of the City, and/or its contractor involved in seizure, removal and/or storage, and the balance shall be held for the owner. If the balance remains unclaimed at the end of one year from the date of sale, such balance must be paid into the general revenue of the City.
- (5) No person shall prevent or attempt to prevent or interfere with the seizure, removal, detaining or impounding of any such vehicle, ~~vessel, chattel, structure~~ or thing by the City under this section.

11. Offence and Penalty

- (1) Every person who violates a provision of this bylaw, or who consents, allows or permits an act or thing to be done in violation of a provision of this bylaw, or who neglects to or refrains from doing anything required to be done by a provision of this bylaw, is guilty of a separate offence each day that a violation continues to exist.
- (2) Every person who contravenes any of the provisions of this bylaw commits an offence punishable upon summary conviction and is liable to a fine of not more than \$10,000.00 or to imprisonment for not more than six months, or to both. Each day that an offence continues shall constitute a separate offence.
- (3) If a driver has parked a vehicle in a parking space in violation of the provisions of this bylaw, a separate offence shall be deemed to be committed upon the expiry of each period of time during which the vehicle could have been lawfully parked as indicated by a traffic sign or traffic control signal.

12. Repeal

- (1) The City's Traffic Regulation Bylaw, 2000, No. 2352 and all amendments thereto are repealed.

- (2) The City's Clearing of Sidewalks Bylaw, 1982, No. 1210 and all amendments thereto are repealed.
- (3) The City's Highway Use Regulation Bylaw, 2001, No. 2402 and all amendments thereto are repealed.
- (4) The City's Truck and Trailer Parking Prohibition and Regulation Bylaw, 1982, No. 1212 and all amendments thereto are repealed.

READ A FIRST, SECOND AND THIRD TIME on this sixth day of May, 2013.

ADOPTED on the thirteenth day of May, 2013.

MAYOR

CORPORATE OFFICER

SCHEDULE “A”**VOLUNTARY PENALTIES**

The voluntary penalties for contravention of this Bylaw are set out below and are due and payable within seven (7) days of a person being notified of the contravention of this Bylaw. Payment may be remitted online, by mail, or made in person, to the City of Langley at 20399 Douglas Crescent, Langley, BC, V3A 4B3. Cheques or money orders must be made payable to the City of Langley.

The words or expressions set forth in Column 1 of Schedule “A” of this bylaw designate the offence committed under the bylaw section number appearing in Column 2 opposite the respective words of expression. The amounts in Column 3 designate the fines for contraventions of the bylaw offences set out in Column 1 opposite the respective amounts.

| Column 1 Offence | Column 2 Section | Column 3 Fine |
|--|-----------------------------|--------------------------|
| Parked within 6 metres of stop or yield sign or traffic sign | 6(1)(a) | \$50.00* |
| Parked within 6 metres of an intersecting highway | 6(1)(b) | \$50.00* |
| Parked within 5 metres of fire hydrant | 6(1)(c) | \$50.00* |
| Parked within 2 metres of alley or driveway | 6(1)(d) | \$50.00* |
| Parked by excavation obstructing traffic | 6(1)(e) | \$50.00* |
| Parked on sidewalk | 6(1)(f) | \$50.00* |
| Parked within 6 metres of crosswalk | 6(1)(g) | \$50.00* |
| Double parked | 6(1)(h) | \$50.00* |
| Parked in alley | 6(1)(i) | \$50.00* |
| Parked in alley obstructing traffic | 6(1)(j) | \$50.00* |
| Parked on a bridge | 6(1)(k) | \$50.00* |
| Parked within 15 metres of railway crossing | 6(1)(l) | \$50.00* |
| Parked on highway | 6(1)(m)(i) | \$50.00* |
| Parked on highway advertising vehicle for sale | 6(1)(m)(ii) | \$50.00* |
| Parked on highway displaying signs | 6(1)(m)(iii) | \$50.00* |
| Parked on highway for purpose of vending | 6(1)(m)(iv) | \$50.00* |
| Parked on narrow highway | 6(1)(n) | \$50.00* |
| Parked contrary to traffic sign | 6(1)(o) | \$50.00* |
| Parked other than on right side of highway with right hand wheels to that side | 6(1)(p)(i) | \$50.00* |
| Parked further than 0.3 metres from curb | 6(1)(p)(ii) | \$50.00* |
| Parked obstructing vehicular or pedestrian traffic | 6(1)(q) | \$50.00* |
| Parked incorrectly in angled parking spot | 6(1)(r) | \$50.00* |
| Vehicle over 6 metres parked in angled parking spot | 6(1)(s) | \$50.00* |
| Parked wholly or partially outside of parking space | 6(1)(t) | \$50.00* |
| Parked obstructing visibility of traffic sign or traffic control signal | 6(1)(u) | \$50.00* |
| Parked too close to bus stop | 6(1)(v) | \$50.00* |
| Vehicle parked unattended in passenger or loading zone | 6(1)(w) | \$50.00* |
| Non-commercial vehicle parked in commercial zone | 6(1)(x) | \$50.00* |

* Fine is reduced from \$50.00 to \$25.00 if paid within seven (7) business days from the time issued.

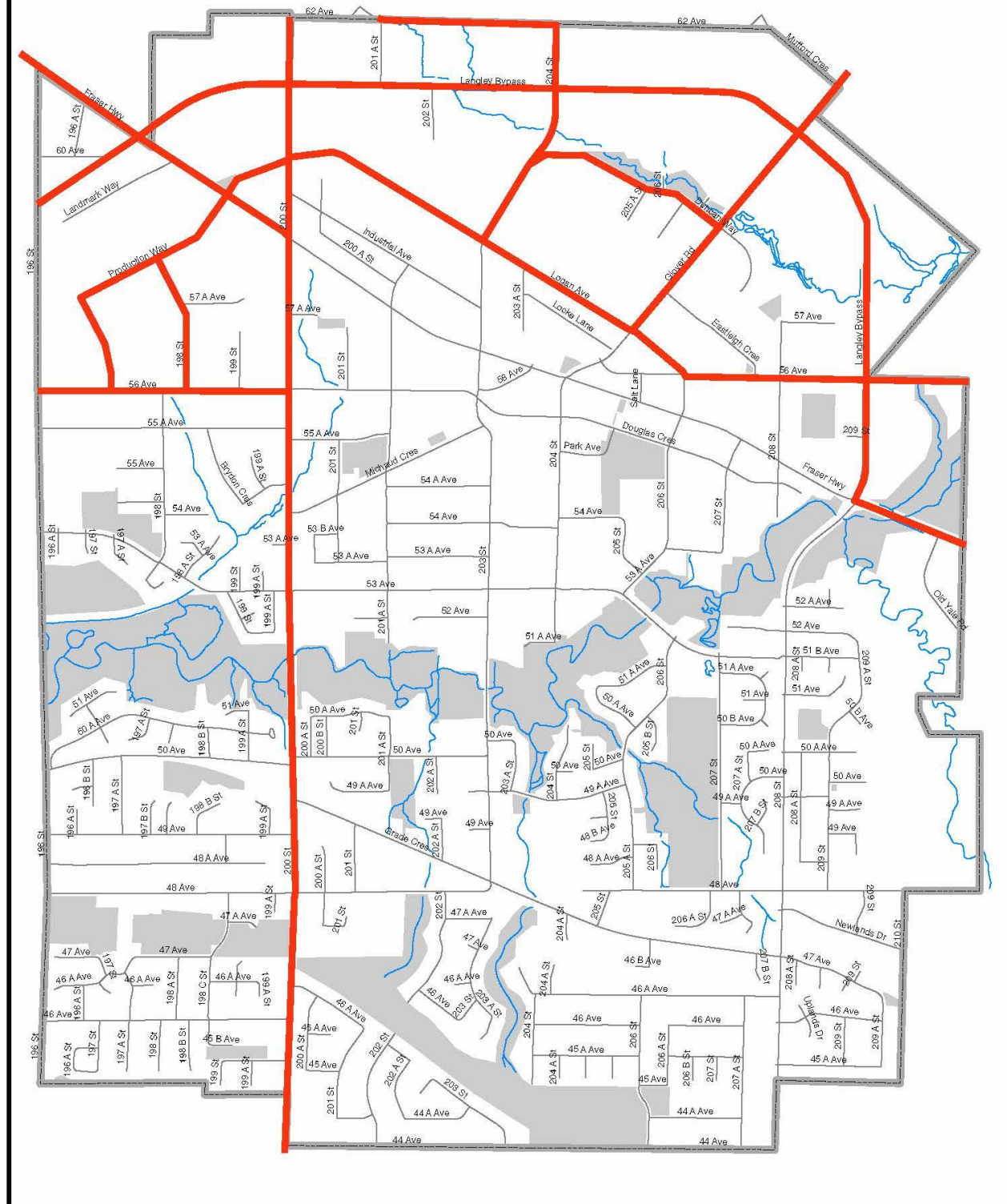
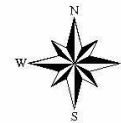
SCHEDULE “A” - continued

| Column 1 Offence | Column 2 Section | Column 3 Fine |
|---|-----------------------------|--------------------------|
| Overtime parking | 6(2)(a) | \$50.00* |
| Overtime parking – 72 hours | 6(2)(b) | \$50.00* |
| Move to avoid time limitation | 6(2)(c) | \$50.00* |
| Vehicle Idling | 6(3) | \$50.00* |
| Vehicle as living quarters | 6(4) | \$50.00* |
| Unlicensed Vehicle or invalid licence decal | 6(5) | \$50.00* |
| Recreational Vehicles parked over 48 hours | 6(6)(a) | \$50.00* |
| Recreational Vehicle as living quarters | 6(6)(b) | \$50.00* |
| Unhitched trailer on highway | 6(6)(c) | \$100.00 |
| Stopped or parked in a disabled zone | 6(7) | \$100.00 |
| Commercial vehicle overnight parking | 6(8) | \$100.00 |
| Off truck route | 7(2) | \$100.00 |

* Fine is reduced from \$50.00 to \$25.00 if paid within seven (7) business days from the time issued.

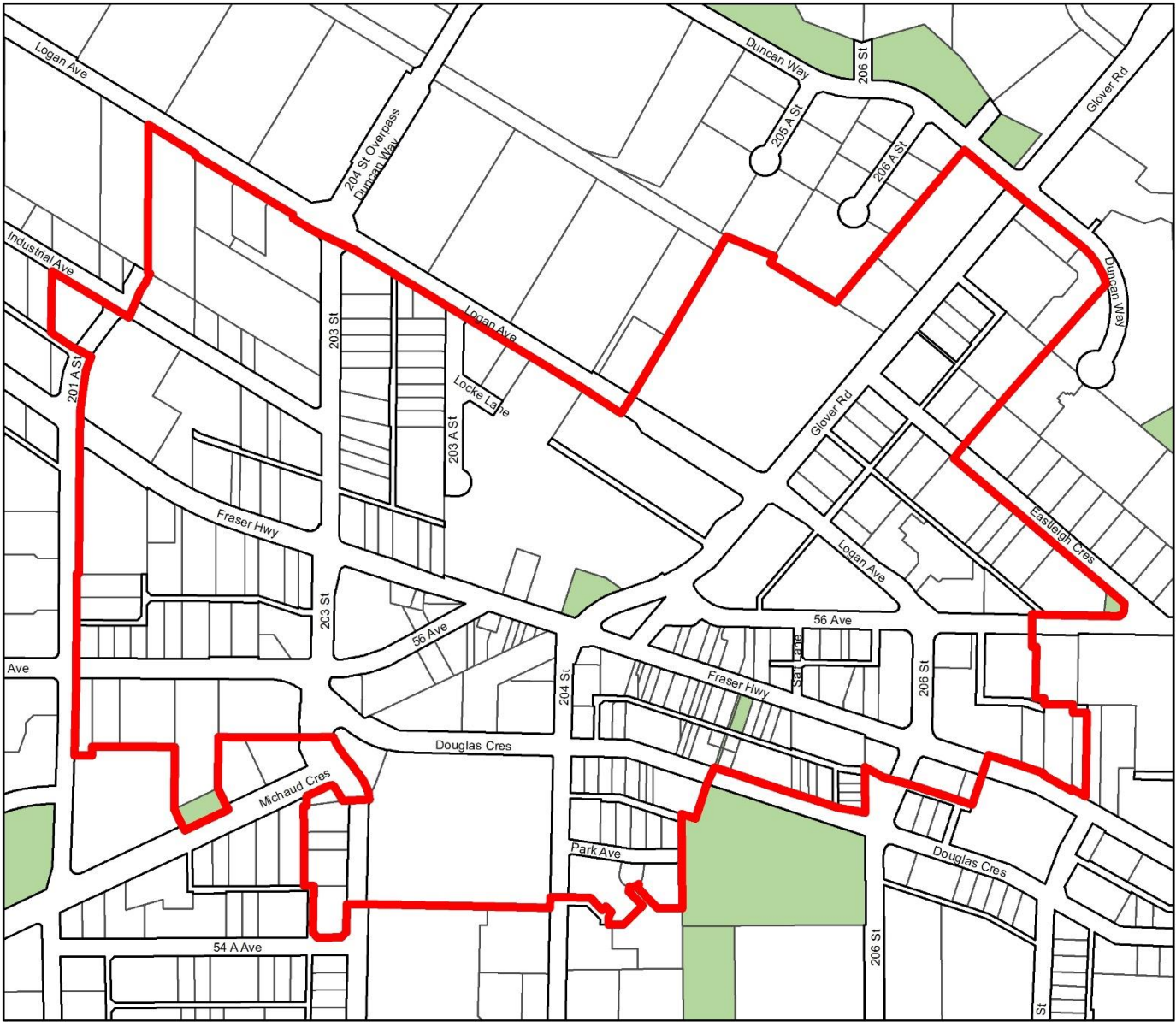
Schedule B – Truck Route

Highway and Traffic Regulation Bylaw No. 2871
Schedule B - Truck Route



Schedule C

Bicycle Riding on Sidewalk Prohibited





EXPLANATORY MEMO

TRAFFIC REGULATION BYLAW 2871, No. 2871

PURPOSE:

The main intent is to update the Traffic Regulation Bylaw and consolidate it with the Clearing of Sidewalks, Highway Use and Truck and Trailer Regulation Bylaws as the subjects are similar and relative to one another. During the consolidation, similar topics were combined where feasible, to make a new bylaw that is much easier to read and understand without having to reference more than one bylaw.

In addition to the consolidation, language has been changed or added to provide clarification and new regulations have been added to:

- require property owners or occupier to maintain boulevards adjacent to their property which is a common requirement in many municipalities.
- Prohibit both pedestrians and vehicles from interfering with the flow of both pedestrian and vehicular traffic to help address solicitation and loitering issues.
- Prohibit the use of vehicles, including recreational vehicles, as living quarters.
- Permit the parking of recreational vehicles for a maximum of 48 hours. This is intended to allow owners to move the vehicle from storage to their home to load supplies, etc.



EXPLANATORY NOTE

FEES AND CHARGES AMENDMENT BYLAW 2010, BYLAW NO. 2837, AMENDMENT NO. 27, 2020, NO. 3133

The purpose of Bylaw No. 3133 is to set the fee for the actual cost incurred by the City of Langley for the seizure, detention, impoundment, or storage of a vehicle or thing from highways and public places.



FEES AND CHARGES AMENDMENT BYLAW 2010, BYLAW NO. 2837, AMENDMENT NO. 27, 2020, NO. 3133

A Bylaw to amend fees and charges for various services offered by the City of Langley

1. Title

- (1) This bylaw shall be cited as the “Fees and Charges Bylaw, 2010, Bylaw No. 2837, Amendment No. 27, 2020, No. 3133.”

2. Amendments

- (1) Fees and Charges Bylaw, 2010, No. 2837 is hereby amended as follows:

Adding a fee to Schedule 7 – Engineering and Filming Service Fees

Schedule 7 – Engineering and Filming Service Fees Fees and Charges Bylaw, 2010, No. 2837

| Engineering and Filming Service Fees (all fees are subject to applicable taxes) | | |
|---|---|----------------|
| Engineering Service | Fee | Comment |
| Seizure, Detention, Impoundment, or Storage of a Vehicle or Thing from Highways and Public Places | Actual cost incurred by the City for the seizure, detention, impoundment, or storage of the vehicle or thing. | |

3. Severability

If any portion of this bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion must be severed and the remainder of the bylaw is deemed valid.

READ A FIRST, SECOND AND THIRD TIME this fourteenth day of September, 2020.

ADOPTED this _____ day of _____, 2020.

MAYOR

CORPORATE OFFICER



CITY OF LANGLEY FEES AND CHARGES BYLAW

NO. 2837

A Bylaw to establish fees and charges for services and information

DISCLAIMER – THIS BYLAW IS CONSOLIDATED FOR CONVENIENCE ONLY. THE CITY DOES NOT WARRANT THAT THE INFORMATION CONTAINED IN THIS CONSOLIDATION IS CURRENT. IT IS THE RESPONSIBILITY OF THE PERSON USING THIS CONSOLIDATION TO ENSURE THAT IT ACCURATELY REFLECTS CURRENT BYLAW PROVISIONS.

Consolidated as of ~~September 28~~~~November 14~~, 20~~2018~~

| TABLE OF CONSOLIDATION | |
|---|---|
| BYLAW | SUBJECT MATTER |
| Amendment No. 1, Bylaw No. 2844, 2011 | Add telecommunication application fees |
| Amendment No. 2, Bylaw No. 2867, 2011 | Amend Business Licence Fees |
| Amendment No. 3, Bylaw No. 2868, 2011 | Amend Building Permit Fees |
| Amendment No. 4, Bylaw No. 2869, 2011 | Amend Dog Licence Fees |
| Amendment No. 5, Bylaw No. 2893, 2012 | Amend Building Permit Fees |
| Amendment No. 6, Bylaw No. 2894, 2012 | Amend Business Licence Fees |
| Amendment No. 7, Bylaw No. 2897, 2012 | Amend Development Services Fees |
| Amendment No. 8, Bylaw No. 2899, 2012 | Amend Dog Licence Fees |
| Amendment No. 9, Bylaw No. 2905, 2012 | Include previously omitted telecommunication fees |
| Amendment No. 10, Bylaw No. 2917, 2013 | Amend Business Licence and Building Permit Fees |
| Amendment No. 11, Bylaw No. 2919, 2013 | Add Newspaper Box Placement & Confiscation |
| Amendment No. 12, Bylaw No. 2923, 2013 | Amend Business Licence Fees |
| Amendment No. 13, Bylaw No. 2930, 2014 | Add Abandoned Properties Bylaw |
| Amendment No. 14, Bylaw No. 2932, 2014 | Amend Recreation Fees |
| Amendment No. 15, Bylaw No. 2952, 2015 | Amend Various Fees |
| Amendment No. 16, Bylaw No. 2969, 2015 | Amend Zoning Bylaw Amendment Fee |
| Amendment No. 17, Bylaw No. 2972, 2015 | Noise Exemption Permit Fee |
| Amendment No. 18, Bylaw No. 2974, 2015 | Amend Dog Licence Fees |
| Amendment No. 19, Bylaw No. 2977, 2015 | Amend Recreation Fees |
| Amendment No. 20, Bylaw No. 2979, 2015 | Add Pavement Cut Fee |
| Amendment No. 21, Bylaw No. 2983, 2016 | Amend Filming Fees |
| Amendment No. 22, Bylaw No. 2995, 2016 | New Donation Drop Box Fee |
| Amendment No. 23, Bylaw No. 3015, 2017 | Add Streetlight Banner Application and Installation fees |
| Amendment No. 24, Bylaw No. 3044, 2017 | Add Lawn Sprinkling Permit Fees |
| Amendment No. 25, Bylaw, 2018, No. 3079 | Replace Abandoned Properties Bylaw with Community Standards Bylaw |

| TABLE OF CONSOLIDATION | |
|--|--|
| BYLAW | SUBJECT MATTER |
| Amendment No. 26, Bylaw, 2018, No. 3086 | Inflationary Increases Applied to Schedules |
| <u>Amendment No. 27, Bylaw, 2020, No. 3133</u> | <u>fee for the actual cost for the seizure of a vehicle or thing from highways and public places</u> |



FEES AND CHARGES BYLAW

NO. 2837

A Bylaw to establish fees and charges for services and information.

WHEREAS section 194 of the *Community Charter* authorizes municipalities by bylaw to impose fees in respect of a service of the municipality or provision of information;

AND WHEREAS the *Freedom of Information and Protection of Privacy Act* provides for the payment of fees to a public body for certain services;

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

1. Title

This bylaw shall be cited as the “Fees and Charges Bylaw, 2010, No. 2837”.

2. Definitions

(1) “City” means the City of Langley.

3. Fees and Charges

- (1) The City imposes fees for the provision of services and information as specified in Schedule 1 to 12 inclusive.
- (2) Fees or charges imposed under this bylaw for the provision of services or information apply instead of fees or charges imposed under other bylaws for the same services or information. A reference to a more specific matter supersedes a reference to a more general matter.

Schedules

- Schedule 1 – Community Standards
- Schedule 2 – Administrative
- Schedule 3 – Animal Control
- Schedule 4 – Building Permit
- Schedule 5 – Business Licence
- Schedule 6 – Controlled Substance
- Schedule 7 – Engineering and Filming
- Schedule 8 – Fire Protection and Safety
- Schedule 9 – Parking Facilities
- Schedule 10 – Parks, Facilities and Special Events
- Schedule 11 – Planning, Land and Development
- Schedule 12 – Security Alarm System

Schedule 13 – Lawn Sprinkling Permit

4. Liability Insurance for Facility Rentals

- (1) In addition to paying the facility rental fee, a person must also provide liability insurance to rent a facility listed in Schedule 10 by:
- (a) Paying the City an insurance liability premium according to the User Group Rating Schedule provided by the City's insurance provider; or
 - (b) Naming the City as a co-insured on the liability insurance policy, valued at least \$2 million, and provide the City with proof of coverage.

5. Severability

If any portion of this bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion must be severed and the remainder of the bylaw is deemed valid.

6. Force and Effect

This bylaw shall come into force and effect on January 1, 2011.

7. Repeal

- (1) The City's Fees and Charges Bylaw, 2008, No. 2678 and all amendments thereto are repealed.

READ A FIRST, SECOND AND THIRD time this sixth day of December, 2010.

ADOPTED this 20th day of December, 2010.

MAYOR

CORPORATE OFFICER

Schedule 1 – Community Standards Fees
Community Standards Bylaw, 2018, No. 3075

| Community Standards Fees (all fees are subject to applicable taxes) | |
|---|--|
| Description | Fees |
| (1) Initial investigation and inspection of property, including attendance by any inspector | \$60.00 plus \$60.00/hour or part thereof |
| (2) Initial building inspection | \$100.00/hour |
| (3) City coordination of inspections of other authorities having jurisdiction | \$100.00 for each agency. |
| (4) Calculation of fee for Building Permit authorizing remediation | As set out in the City of Langley Building and Plumbing Regulation Bylaw |
| (5) Issuance of City Re-Occupancy Certificate | \$500.00 |

Schedule 2 – Administrative Fees
Fees and Charges Bylaw, 2010, No. 2837

| Mapping Fees and Computer Information Charges (all fees are subject to applicable taxes) | | |
|---|--------------------|-------------------|
| Description | Fees | |
| | Sheet or .pdf file | Book or .pdf file |
| Arch D Size Sheets (24" x 36") (Scale 1:2000) 8 sheets | \$ 15.00 | \$100.00 |
| Arch E Size Sheets (36" x 48") (Scale 1:4000) Entire City | \$ 30.00 | n/a |
| Miscellaneous Documents | | |
| OCP Bylaw | \$ 30.00 | |
| Zoning Bylaw (Consolidated) | \$ 30.00 | |
| Mapping Data | | |
| Digital Files (First MB) | \$100.00 | |
| Digital Files (Additional MB) | \$ 35.00 | |
| Labour (Per hour – minimum one half hour) | \$ 50.00 | |
| CD or DVD | \$ 15.00 | |

| Finance Charges (all fees are subject to applicable taxes) | |
|--|----------------------|
| Description | Fees |
| Mortgage Company Property Tax Listings | \$10.00 per property |
| Property Tax Certificate, (Non-Owner Request) | \$ 35.00 |
| Property Tax Certificate (Owner Request) | No charge |
| Property Tax Certificate (Online Request) | \$ 25.00 |
| Non-sufficient Funds Returned Cheque Fee | \$ 30.00 |
| Refund Processing Fee | \$ 25.00 |

| Miscellaneous Charges (all fees are subject to applicable taxes) | |
|--|-------------|
| Description | Fees |
| Criminal Records Search for an individual (without fingerprinting) | \$ 60.00 |
| Criminal Records Search for student courses, job experience or practicum | \$ 20.00 |
| Criminal Records Search for City Employees (without fingerprinting) | No charge |
| Criminal Records Search for volunteers of a City organization | No charge |
| Fingerprinting | \$ 60.00 |
| Police Certificates/Waivers | \$ 60.00 |
| Mural Application Fee | \$100.00 |
| City Pins | \$ 1.00 |

Schedule 2 – Administrative Fees
Freedom of Information and Protection of Privacy Bylaw, 2009, No. 2788

| Freedom of Information Request and Copying Charges (all fees are subject to applicable taxes) | |
|--|--|
| Description | Fees |
| 1. For applicants other than commercial applicants: | |
| (a) for locating and retrieving a record | \$7.50 per ¼ hour after the first 3 hours |
| (b) for producing a record manually | \$7.50 per ¼ hour |
| (c) for producing a record from a machine readable record from a server or computer | \$7.50 per ¼ hour for developing a computer program to produce the record |
| (d) for preparing a record for disclosure and handling a record | \$7.50 per ¼ hour |
| (e) for shipping copies | Actual costs of shipping method chosen by applicant |
| (f) for copying records | |
| (i) floppy disks | \$ 2.00 per disk |
| (ii) CDs and DVDs, recordable or rewritable | \$ 4.00 per CD |
| (iii) computer tapes | \$40.00 per tape, up to 2400 feet |
| (iv) microfiche | \$ 3.00 per fiche |
| (v) microfilm duplication | \$25.00 per roll for 16 mm microfilm \$40.00 per roll for 35 mm microfilm |
| (vi) microfilm to paper duplication | \$ 0.50 per page |
| (vii) photographs (colour or black and white) | \$ 5.00 to produce a negative \$12.00 each for 16" x 20" photograph \$ 9.00 each for 11" x 14" photograph \$ 4.00 each for 8" x 10" photograph \$ 3.00 each for 5" x 7" photograph |
| (viii) photographic print of textual, graphic or cartographic record, black and white | \$12.50 each (8" x 10") |
| (ix) dot matrix, ink jet, laser print, or photocopy, black and white | \$ 0.25 per page (8.5" x 11", 8.5" x 14" or 11" x 17") |
| (x) dot matrix, ink jet, laser print, or photocopy, colour | \$ 1.65 per page (8.5" x 11", 8.5" x 14" or 11" x 17") |
| (xi) scanned electronic copy of a paper record | \$ 0.10 each page |
| (xii) photomechanical reproduction of 105 mm cartographic record/plan | \$ 3.00 each |
| (xiii) slide duplication | \$ 0.95 each |
| (xiv) audio cassette tape (90 minutes or fewer) duplication | \$ 5.00 per cassette plus \$7.00 per ¼ hour of recording |
| (xv) video cassette recorder (VHS) tape (120 ,minutes or fewer) duplication | \$ 5.00 per cassette plus \$7.00 per ¼ hour of recording |
| | |
| | |
| 2. For commercial applicants: | |
| For each service listed in section 1 | The actual cost of providing that service. |

Schedule 3 – Animal Control
Animal Control Bylaw, 2006, No. 2622

| Dog Licence Fees (all fees are subject to applicable taxes) | | | | |
|---|----------------------|---|--|--|
| Description | Regular Fee | Regular Discounted Fee on or before February 1 | Senior Citizen Fee (65 years of age or older) | Senior Citizen Discounted Fee on or before February 1 |
| Male/Female Dog | \$ 90.00 | \$ 70.00 | \$ 90.00 | \$ 35.00 |
| Neutered/Spayed Dog | \$ 45.00 | \$ 35.00 | \$ 45.00 | \$ 20.00 |
| Dangerous Dog | \$450.00 | \$450.00 | \$450.00 | \$450.00 |
| Aggressive Dog | \$250.00 | \$250.00 | \$250.00 | \$250.00 |
| Working Dog used to assist the disabled | \$ 10.00 | \$ 10.00 | \$ 10.00 | \$ 10.00 |
| Description | Other Fees | | | |
| Replacement of lost or destroyed licence tag | \$10.00 each | | | |
| Transfer of licence under s. 13 or s. 14 of the Animal Control Bylaw | \$10.00 per transfer | | | |

* For each licence issued on or after April 1 of the calendar year, the fee will be pro-rated on a monthly basis, based on the number of months left in the calendar year.

| Impound Fees (all fees are subject to applicable taxes) | | | |
|--|-------------------------------------|-----------------------------------|--|
| Description | Fee | | |
| | 1st Impoundment | 2nd Impoundment | 3rd and Subsequent Impoundment |
| Unlicensed dogs | licence fee plus \$100.00 | licence fee plus \$150.00 | licence fee plus \$200.00 |
| Licensed dogs | licence fee plus \$ 25.00 | licence fee plus \$100.00 | licence fee plus \$200.00 |
| Bulls or Stallions | \$200.00 | \$200.00 | \$200.00 |
| Other large animals | \$100.00 | \$100.00 | \$100.00 |
| First Animal | \$ 25.00 | \$ 25.00 | \$ 25.00 |
| Each Additional Animal | per animal | per animal | per animal |
| Description | Fee | | |
| Where additional assistance is engaged by the Animal Control Officer to assist in impounding such dogs or large animals, including bulls and stallions | \$50.00 per hour or portion thereof | | |

Schedule 3 – Animal Control
Animal Control Bylaw, 2006, No. 2622

| Impound Fees (all fees are subject to applicable taxes) | | | |
|--|---|--------------------------------|--|
| Description | Fee | | |
| | 1 st Impoundment | 2 nd Impoundment | 3 rd and Subsequent Impoundment |
| Maintenance Fee for each day or part thereof the dog or large animal, including bulls and stallions remains in the Animal Shelter | \$15.00 | | |
| Cost of transportation for large animals, including bulls and stallions, from the place of seizure to the place designated by the Animal Control Officer for their impoundment | Actual Cost | | |
| Dangerous Dog Impound Fees (to be paid at time of reclamation of Dangerous Dog) (all fees are subject to applicable taxes) | | | |
| Description | Fee | | |
| | 1 st Impoundment | 2 nd Impoundment | 3 rd and Subsequent Impoundment |
| Unlicensed dangerous dog | licence fee plus \$1,000.00 | licence fee plus \$2,000.00 | licence fee plus \$5,000.00 |
| Licensed dangerous dog | \$1,000.00 | \$2,000.00 | \$5,000.00 |
| Description | Fee | | |
| Dangerous dog that has caused injury to a person or a domestic animal | \$5,000.00 plus all other applicable fees | | |
| Transportation of dangerous dog from place of seizure to place of impoundment | \$100.00 | | |
| Where additional assistance is engaged by the Animal Control Officer to assist in impounding such dogs or large animals, including bulls and stallions | \$50.00 per hour or portion thereof | | |
| Maintenance Fee for each day or part thereof the dangerous dog remains in the Animal Shelter | \$20.00 per day or portion thereof | | |
| All extraordinary costs incurred by the Animal Control Officer in course of impounding the dangerous dog | Actual Cost | | |

Schedule 3 – Animal Control
Animal Control Bylaw, 2006, No. 2622

| Aggressive Dog Impound Fees (to be paid at time of reclamation of Dangerous Dog) (all fees are subject to applicable taxes) | | | |
|--|---------------------------------------|---------------------------------------|--|
| Description | Fee | | |
| | 1st Impoundment | 2nd Impoundment | 3rd and Subsequent Impoundment |
| Unlicensed aggressive dog | licence fee plus \$200.00 | licence fee plus \$500.00 | licence fee plus \$1,000.00 |
| Licensed aggressive dog | \$200.00 | \$500.00 | \$1,000.00 |
| Description | Fee | | |
| Where additional assistance is engaged by the Animal Control Officer to assist in impounding such dogs or large animals, including bulls and stallions | \$50.00 per hour or portion thereof | | |
| Maintenance Fee for each day or part thereof the dangerous dog remains in the Animal Shelter | \$20.00 per day or portion thereof | | |
| All extraordinary costs incurred by the Animal Control Officer in course of impounding the dangerous dog | Actual Cost | | |

| Other Fees (all fees are subject to applicable taxes) | |
|--|------------|
| Description | Fee |
| Fee to destroy or otherwise dispose of a dog delivered to the Animal Shelter | \$150.00 |
| Fee to pick up and destroy or otherwise dispose of a dog | \$200.00 |

Schedule 4 – Building Permit Fees & Charges
Building and Plumbing Regulation Bylaw, 2003, No. 2498

| Application Fees (all fees are subject to applicable taxes) | |
|---|--|
| Application Type | Fees |
| Single Family Dwellings (new dwellings, additions, alterations, renovations) | \$ 140.00 |
| Multi-Family, Commercial, Industrial and Institutional New Buildings or Additions | \$2,000.00 |
| Alteration, Renovations or Tenant Improvements | \$ 140.00 |
| Plumbing Permit (where there is no separate building permit required) | \$ 70.00 |
| Fire Sprinkler System | \$ 70.00 |
| All Other Permits | \$ 140.00 |
| Building Permit Fees Based on Construction Value* (all fees are subject to applicable taxes) | |
| Construction Value | Fees |
| \$0 - \$10,000 | \$140.00 |
| \$10,001 - \$50,000 | \$140.00 plus \$9.60 for each \$1,000 or part thereof over \$10,000 |
| \$50,001 - \$100,000 | \$524.00 plus \$9.30 for each \$1,000 or part thereof over \$50,000 |
| \$100,001 - \$500,000 | \$989.00 plus \$8.75 for each \$1,000 or part thereof over \$100,000 |
| \$500,001 and over | \$4,489.00 plus \$8.50 for each \$1,000 or part thereof over \$500,000 |

*(a) The value of the work includes excavation and site preparation.

*(b) The permit fee is doubled if the work is commenced prior to the issuance of the permit.

*(c) The permit fee, for repairs for water penetration damage to a multi-family residential building built between 1983 and 1998, is zero(0).

*(d) The permit fee is reduced by 10% to a maximum of \$250.00, if a registered professional certifies Building Code compliance.

Refunds for Permit Fees listed in Schedule 4:

(a) The City may issue a refund of:

- (i) 100% if the person who has paid the permit fee applies for the refund in writing before the City has issued the permit;
- (ii) 50% if the person who has paid the permit fee applies for the refund in writing after the City has issued the permit.

Schedule 4 – Building Permit Fees & Charges
Building and Plumbing Regulation Bylaw, 2003, No. 2498

| Miscellaneous Fees (all fees are subject to applicable taxes) | |
|---|--|
| Description | Fees |
| Building Moves within and into the City | \$ 200.00 plus travel to inspection site outside of the City at \$0.55 per kilometre, plus \$136.00 for the first \$10,000 of construction value and \$9.50 for each additional \$1,000 of construction value or part thereof. |
| Building Moves outside the City | \$140.00 |
| Transfer or Renewal of Permit | \$140.00 |
| Demolition Permit | \$140.00 |
| Re-inspection Fee | \$ 70.00 |
| Review of an Alternative Solution Report | \$400.00 |
| Each subsequent revision to an Alternative Solution Report | \$300.00 |

| Miscellaneous Fees (all fees are subject to applicable taxes) | |
|--|---|
| Description | Fees |
| Legalize a Secondary Suite | \$ 250.00 |
| Removal of a Secondary Suite | \$ 200.00 |
| Digitally scanning permit drawings | \$3.00 per sheet |
| Occupant Load Confirmation | \$100.00 |
| Revision of change of building plans or related documents (After permit issuance) | Actual time spent on plan review @ \$60.00/hour (Minimum charge of \$60.00) |
| Voluntary inspection of an existing building or plumbing system | \$100.00/hour |
| Interim Occupancy Permit Fees (all fees are subject to applicable taxes) | |
| Occupancy Type | Fees |
| All residential occupancies | \$50/unit for first 60 days \$25/unit per 30 days thereafter |
| All other occupancies | \$500 for first 60 days \$250 per 30 days thereafter |
| Plumbing Permit and Inspection Fees (all fees are subject to applicable taxes) | |
| Permit Type | Fees |
| Base plumbing permit fee | \$70.00 |
| Fee for each plumbing fixture (in addition to base plumbing permit fee) | \$23.50 for each plumbing fixture as defined in the current edition of the BC Building Code |
| Fire Suppression System Fees (all fees are subject to applicable taxes) | |
| Description | Fee |
| Fire suppression sprinkler system permit | \$70.00 plus \$1.60 for each sprinkler head |

Schedule 5 – Business Licence Fees
Business Licence Regulation Bylaw, 2004, No. 2564

The fees specified in the Fees and Charges Bylaw for “*Business License Regulation Bylaw, 2013, No. 2916* shall be increased on January 1 of each year, commencing in 2015, by the greater of 2% and any percentage increase in the Statistics Canada Consumer Price Index for Vancouver between August 1 in the year prior to the preceding year and August 1 in the preceding year.

Fees from January 1, 2019 to December 31, 2019

| Classification | Proposed License Fees |
|---|--|
| Non-Profit Organization | No charge |
| Government Services | No charge |
| Non-Resident | \$ 188.00 |
| Mobile Vendor | \$1,450.00 |
| Food Primary (restaurants) | \$ 240.00 |
| Liquor Primary (bars, pubs, neighbourhood pubs) | \$5,200.00 |
| Liquor Primary (cabarets, nightclubs) | \$7,350.00 |
| Gaming Activities | \$7,350.00 |
| Personal Health Enhancement Centers | \$7,350.00 |
| Residential Rental Property (CFRRR Certified) | \$ 188.00 |
| Residential Rental Property (CFRRR Uncertified) | \$ 670.00 |
| Home Occupation | \$ 188.00 |
| Newspaper distribution Vending Boxes | \$188.00 plus \$29.00 per unit |
| Donation Drop Boxes | \$188.00 plus \$100 per donation drop box |
| All Other Uses not defined above | \$188.00 |

Business License Application Administration Fee:

Each new business license application shall accompany with a business license application administration fee in addition to the business license fee.

- a) Business License Application Administration Fee \$60.00

Re-Inspection Fee:

Where more than one re-inspection is required due to non-compliance with the Business Licence Regulation Bylaw, 2013, No. 2916, the owner shall pay a re-inspection fee for each re-inspection after the initial re-inspection.

- b) Re-Inspection Fee \$60.00

Penalties

Where a business license has not been renewed and license fee has not been paid by December 31 but:

- (a) Paid between Jan 1 to Jan 31, an additional 25% fees shall be payable to renew the license.
(b) Paid after Jan 31, and additional 50 % fees shall be payable in order to renew the license.

Pro-Rating License Fee

The License fee shall be pro-rated on monthly basis.

c)

\$60.00

Schedule 6 – Controlled Substance Property Fees
Controlled Substance Property Bylaw, 2006, No. 2625

| Controlled Substance Property Fees (all fees are subject to applicable taxes) | |
|--|------------------------------------|
| Description | Fees |
| Special safety inspection, including initial property research, the posting of a notice of inspection and the initial inspection | \$2,000.00 |
| After the initial inspection, each additional inspection | \$500.00 per inspection |
| For a subsequent inspection if the owner or occupier has failed to undertake an action by the Fire Chief, the Council or a person authorized under the bylaw to order the action | \$500.00 per subsequent inspection |
| Shutting off a water service | \$100.00 |
| Re-connecting a water service | \$100.00 |
| Re-inspecting and re-sealing a water service after alteration or tampering | \$500.00 |
| Administration and overhead for the purposes of section 8.1(a) | \$300.00 per inspection |
| Administration and overhead for the purposes of section 8.1(b) | Actual cost to the City |

Schedule 7 – Engineering and Filming Service Fees
Fees and Charges Bylaw, 2010, No. 2837

| Engineering and Filming Service Fees (all fees are subject to applicable taxes) | | |
|--|---|--|
| Engineering Service | Fee | Comment |
| Banner Permit | \$200.00 | |
| Garbage Tag Stickers | \$ 3.00 | Non-refundable |
| Highway Use Permit | \$125.00 | Non-refundable |
| Street Usage | \$250.00 per block, per side of roadway per day | Minimum charge is \$250.00 |
| Street Obstruction/Temporary Closure | \$500.00 per day | Minimum charge is \$500.00 |
| Daily Parking Stall Rental – Timed Stalls ¹ | \$20.00 per stall per day | On-street spaces and City parking lots |
| Noise Exemption Permit Fee | \$75.00 per day | |

| Engineering and Filming Service Fees (all fees are subject to applicable taxes) | | |
|--|---|---|
| Engineering Service | Fee | Comments |
| Highway Use Damage Deposit | | Refundable |
| Light Duty ² | \$ 1,000.00 | |
| Medium Duty ³ | \$ 5,000.00 | |
| Heavy Duty ⁴ | \$10,000.00 | |
| Pavement Degradation Fee | \$10.00 per square meter | Minimum \$500.00 charge |
| Pavement Reinstatement Fee | \$80.00 per square meter | Minimum \$500.00 charge |
| Legal Signal Timing Requests | \$300.00 per request | |
| Legal Traffic Operations Requests | \$300.00 per request \$105.00/hour for each additional hour | includes first hour and a half of staff time |
| Traffic Volume Count Request | \$75.00 for 1 st request \$25.00 for each additional request* | *additional requests must be made at the same time as 1 st request |

Schedule 7 – Engineering and Filming Service Fees
Fees and Charges Bylaw, 2010, No. 2837

| Engineering and Filming Service Fees (all fees are subject to applicable taxes) | | |
|--|---|-----------------|
| Engineering Service | Fee | Comments |
| Newspaper Box Placement on Public Property | \$75.00 per newspaper box, per year | Non-refundable |
| Confiscation fee for removal of newspaper boxes contravening permit requirements on public property | \$250.00 per newspaper box | Non-refundable |
| <u>Seizure, Detention, Impoundment, or Storage of a Vehicle or Thing from Highways and Public Places</u> | <u>Actual cost incurred by the City for the seizure, detention, impoundment, or storage of the vehicle or thing.</u> | |
| Streetlight Banner Application Fee | \$100 | Non-refundable |
| Streetlight Banner Installation | \$250 mobilization fee \$60 per banner installation fee \$150 each for installation of banner and supply and installation of hardware | |

| Engineering and Filming Service Fees (all fees are subject to applicable taxes) | | |
|--|--|-----------------|
| Filming Service | Fee | Comments |
| Filming Permit Application Fee - Application made 10 or more days prior to filming - Application made less than 10 days prior to filming - Additional Location Fees - Student Film Application Fee | \$300.00 \$500.00 \$100.00 per location \$50.00 | Non-refundable |
| Business License Fee | See Business License Fees | Non-refundable |

Schedule 7 – Engineering and Filming Service Fees
Fees and Charges Bylaw, 2010, No. 2837

| Engineering and Filming Service Fees (all fees are subject to applicable taxes) | | |
|---|--|---|
| Filming Service | Fee | Comments |
| City Parks & Public Facilities ⁵ | <p>See Park Facility Fees and Special Event Fees – Rental based on commercial rates</p> <p>If not listed in the Parks, Facilities and Special Event Fees charge is:</p> <p>\$500.00 per day – Neighbourhood Park</p> <p>\$1,000.00 per day – City Park, Douglas Park and Sendall Gardens</p> | Does not include the Parks or Public Facilities parking lots, which are charged separately. |
| City Parking Lots ⁵ | \$500.00 per day | Does not include timed stalls which are charged per stall per day under Engineering Service fees. |
| Filming and Special Event – Site Inspection | \$75.00 per inspection | |
| Filming and Special Event – Fire Protection Standby <ul style="list-style-type: none"> - Pumper Trucks - Aerial Device - Rescue Vehicles (to include the delivery of any of the following services: <ul style="list-style-type: none"> • High Angle Rescue • Trench Rescue • Confined Space • Husar • Water Rescue | <p>\$ 550.00 per hour</p> <p>\$1,200.00 per hour</p> <p>\$2,000.00 per hour</p> | |

Schedule 7 – Engineering and Filming Service Fees
Fees and Charges Bylaw, 2010, No. 2837

| Engineering and Filming Service Fees (all fees are subject to applicable taxes) | | |
|--|---|---|
| Filming Service | Fee | Comments |
| Staff Time: - RCMP Police (Officers) - RCMP Police (Clerical) - Fire & Rescue Service (Firefighters) - Public Works Dept. (Labourers) | \$125.00/hour per officer \$50.00/shoot Included in vehicle costs Actual cost +10% admin fee | Traffic control, shoot scenes, etc. To coordinate RCMP callout General Services |

- ¹ - Applies to parking for Highway Use Permits, Special Event Permits, Film Permits, Building Permits and Sign Permits
- ² - Light duty: for all work involving purely hand tools, and located completely within the boulevard and outside of the paved road area.
- ³ - Medium duty: for all work not involving heavy equipment but still located within the edges of the paved roadway including manhole access or median landscaping;
- ⁴ - Heavy duty: for all work involving the use of heavy equipment including excavation, paving, and underground or overhead utility work;
- ⁵ - Rental of City Parks, Public Facilities and Parking Lots may not grant the applicant exclusive use of these facilities. Applicant may be required to maintain access for use by the public or other user groups.

Refunds for Permit Fees listed in Schedule 7:

- (b) The City may issue a refund (except where fee is non-refundable) of:
- (i) 100% if the person who has paid the permit fee applies for the refund in writing before the City has issued the permit less refund process fee (see Schedule 2);
 - (ii) 50% if the person who has paid the permit fee applies for the refund in writing after the City has issued the permit.

Schedule 8 – Fire Protection & Safety Fees
Fire Protection and Safety Bylaw No. 2784, 2009

| Fire Protection & Safety Fees (all fees are subject to applicable taxes) | |
|---|-------------|
| Description | Fee |
| Cost Recovery | |
| Demolish or remove anything to prevent the spread of fire | Actual Cost |
| Contamination and replacement of equipment | Actual Cost |
| Fee for securing premises | Actual Cost |
| Provision of services as a result of negligence | Actual Cost |
| Permits | |
| Storage of Explosive Material Permit | \$200.00 |
| Flammable Liquids and Combustible Goods Permit | \$200.00 |
| Plan Reviews | |
| Review of a new fire safety plan | \$100.00 |
| Review of an existing or amended fire safety plan | \$50.00 |
| Equivalency Determination | \$300.00 |
| Inspections | |
| Additional Inspections | \$100.00 |

Schedule 9 – Parking Facility Fees
Fees and Charges Bylaw No. 2837, 2010

| Parking Fees (all fees are subject to applicable taxes) | |
|--|------------|
| Description | Fee |
| Monthly Parking Permit | \$45.00 |

Schedule 10 – Parks, Facilities and Special Event Fees

Fees and Charges Bylaw No. 2837, 2010

| Admission Rates – Timms Community Centre and Douglas Recreation Centre (applicable taxes included) | | | | | | |
|--|---------------------------|----------------------|--------------------------|--------------------|---------------------|-----------|
| | Child* 4 – 12 years | Youth 13-18 years | Student with valid ID | Adult 19+ years | Senior 60+ years | Family** |
| Drop-in | \$ 2.75 | \$ 4.10 | \$ 4.10 | \$ 5.50 | \$ 4.10 | \$ 11.00 |
| 10 visit | \$ 24.75 | \$ 36.90 | \$ 36.90 | \$ 49.50 | \$ 36.90 | \$ 99.00 |
| 20 visit | \$ 44.00 | \$ 65.60 | \$ 65.60 | \$ 88.00 | \$ 65.60 | \$ 176.00 |
| 1 month | \$ 33.00 | \$ 49.20 | \$ 49.20 | \$ 66.00 | \$ 49.20 | \$ 132.00 |
| 3 month | \$ 74.25 | \$ 110.70 | \$ 110.70 | \$ 148.50 | \$ 110.70 | \$ 297.00 |
| 6 month | \$ 111.40 | \$ 166.05 | \$ 166.05 | \$ 222.75 | \$ 166.05 | \$ 445.50 |
| 1 year | \$ 178.25 | \$ 265.70 | \$ 265.70 | \$ 356.40 | \$ 265.70 | \$ 712.80 |

PRAC - \$10.00/year for access to games room and fitness track only.

* Children under 4 years are free.

** Family is a combination of 2 parents, guardians or grandparents with children under the age of 19 years who reside in the same household, with a maximum of two adults per family group.

| Admission Rates – Al Anderson Memorial Pool (for public and length swimming only; does not include fitness classes or special events) (applicable taxes included) | | | | | | |
|--|---------------------------|-------------------------|--------------------------|--------------------|---------------------|--|
| | Child* 4 – 12 years | Youth 13-18 years | Student with valid ID | Adult 19+ years | Senior 60+ years | Family** |
| Drop-in | \$ 2.05 | \$ 3.05 | \$ 3.05 | \$ 4.10 | \$ 3.05 | \$ 8.20 |
| 10 visit | \$ 18.45 | \$ 27.45 | \$ 27.45 | \$ 36.90 | \$ 27.45 | \$ 73.80 |
| 20 visit | \$ 32.80 | \$ 48.80 | \$ 48.80 | \$ 65.60 | \$ 48.80 | \$ 131.20 |
| 1 month | \$ 24.60 | \$ 36.60 | \$ 36.60 | \$ 49.20 | \$ 36.60 | \$ 98.40 |
| Season Pass | \$ 65.60 | \$ 97.60 | \$ 97.60 | \$131.20*** | \$ 97.60 | 1 st child pays full rate; 2 nd child pays 75%; 3+ children pay 50% of full rate. |

* Children under 4 years are free.

** Family is a combination of 2 parents, guardians or grandparents with children under the age of 19 years who reside in the same household, with a maximum of two adults per family group.

***Adult season pass is interchangeable between parents.

Schedule 10 – Parks, Facilities and Special Event Fees
Fees and Charges Bylaw No. 2837, 2010

| Room Rental Rates – Douglas Recreation Centre (all rates are subject to applicable taxes) | | | | |
|---|-------------------------------|-------------------------------------|----------------------------------|-------------------------------------|
| Room | Capacity (persons) | Non-Profit Rate per Hour | Private Rate per Hour | Commercial Rate per Hour |
| Preschool Room | 20 | \$ 9.00 | \$ 18.00 | \$ 27.00 |
| Multipurpose Room | 50 | \$ 12.50 | \$ 25.00 | \$ 37.50 |
| Games Room | 20 | \$ 9.00 | \$ 18.00 | \$ 27.00 |
| Main Hall | 217 | \$ 36.00 | \$ 72.00 | \$108.00 |
| ½ of Main Hall | 100 | \$ 18.00 | \$ 36.00 | \$ 54.00 |
| Kitchen | 10 | \$ 18.00 | \$ 36.00 | n/a |

Damage Deposit: \$500.00

| Room Rental Rates – Al Anderson Memorial Pool (all rates are subject to applicable taxes) | | | | |
|---|-------------------------------|-------------------------------------|----------------------------------|-------------------------------------|
| Room | Capacity (persons) | Non-Profit Rate per Hour | Private Rate per Hour | Commercial Rate per Hour |
| Multipurpose Room | 50 | \$12.50 | \$25.00 | \$37.50 |

| Pool Rental Rates – Al Anderson Memorial Pool (all rates are subject to applicable taxes) | |
|---|---|
| Group | Fee |
| Langley Flippers Swim Club Practice | \$ 3.00 /lane/hour |
| Langley Flippers Swim Club Competition | \$ 176.88 /hour or \$ 22.11 /lane/hour |
| Non-Profit (75 swimmers or less) | \$117.92 /hour or \$14.74 /lane/hour |
| Non-Profit - Each Additional Guard | \$47.18 /hour |
| Commercial (75 swimmers or less) | \$153.28 /hour or \$19.16 /lane/hour |
| Commercial - Each Additional Guard | \$47.18 /hour |

Damage Deposit: \$500.00 for multipurpose room only.

| Room Rental Rates – Timms Community Centre (all rates are subject to applicable taxes) | | | | |
|--|-------------------------------|-------------------------------------|----------------------------------|-------------------------------------|
| Room | Capacity (persons) | Non-Profit Rate per Hour | Private Rate per Hour | Commercial Rate per Hour |
| Multipurpose Room (1 through 3) | 55 | \$ 12.50 | \$ 25.00 | \$ 37.50 |
| Multipurpose Room 4 | 30 | \$ 12.50 | \$ 25.00 | \$ 37.50 |
| Gymnasium* | 300 | \$ 67.00 | \$134.00 | \$201.00 |
| Kitchen | 8 | \$ 18.00 | \$ 36.00 | n/a |

Damage Deposit: \$500.00

* Plus the cost of an attendant during the event AND setup/takedown staffing costs.

Schedule 10 – Parks, Facilities and Special Event Fees
Fees and Charges Bylaw No. 2837, 2010

| Facility Fees – Ice User Fees (all fees are subject to applicable taxes) | |
|---|----------------|
| User | Fee |
| Prime Hours Subsidized Rate + | \$110.34 /hour |
| Non-Prime Hours Subsidized Rate ⁺ | \$ 82.76 /hour |

+ Prime and Non-Prime unsubsidized rates are determined by the Ice Provider.

| Park Facility Fees – Various Locations (all fees are subject to applicable taxes) | | |
|---|---|--|
| Facility | Fee | Damage Deposit |
| City Park Picnic Shelters & BBQ Areas | \$10.00/hour | n/a |
| City Park Gazebo | \$ 4.00/hour | n/a |
| Community Stage for Non-Profit/Community Groups | \$ 225.00 | \$500.00 |
| Legacy Gardens Gazebo* (for wedding ceremonies or photographs) | \$ 150.00 | n/a |
| Spirit Square Performance Platform** Non Profit Commercial Local Schools | \$ 25.00/hour or \$ 200.00/day \$ 50.00/hour or \$ 400.00/day \$ 10.00/hour or \$ 80.00/day | \$500.00 \$500.00 \$500.00 |
| Nicomekl Community Garden Plot | \$50.00 | \$25.00 for key |
| McBurney Plaza Public Non Profit Commercial / Filming Staff Costs (where applicable) | \$76.00/hour \$38.00/hour \$114.00/hour Actual cost + 10% admin fee | \$500.00 plus \$500.00 security/ bond deposit ³ |
| Innes Corners Plaza Public Non Profit Commercial / Filming Staff Costs (where applicable) | \$76.00/hour \$38.00/hour \$114.00/hour Actual cost + 10% admin fee | \$500.00 plus \$500.00 security/ bond deposit ³ |
| Sports Fields | Season | Fee |
| Damage Deposit | Regular Season | \$ 500.00 |
| Damage Deposit | Tournament | \$1,000.00 |

* Sendall Gardens cannot be booked or reserved

** Minimum 2 hour rental (includes set up and take down); rental includes basic lighting and power; renter is responsible for supply of sound equipment.

Schedule 10 – Parks, Facilities and Special Event Fees
Fees and Charges Bylaw No. 2837, 2010

| Special Event Fees and Charges (all fees are subject to applicable taxes) | |
|--|---|
| Description | Fee |
| Special Event Fee | \$ 220.00 |
| Special Event Damage Deposit | Determined by nature of event |
| Performance Deposit | \$ 1,000.00 |
| Performance Deposit – Previous non-compliance | \$25,000.00 |
| Turf Restoration | Actual Cost |
| Water Line/Electrical Repair | Actual Cost |
| Brick/Paver Repair | Actual Cost |
| Highway Use Permit Fee | See Engineering and Filming Cost Fees |
| Extra City Staff | Actual Cost |

Refunds for Facility Rentals listed in Schedule 10:

- (c) The City may issue a refund of:
 - (i) 100% if the refund is requested at least 14 days before the actual booked date; or
 - (ii) 90% if the refund is requested less than 14 days but more than 48 hours before the actual booked date.
- (d) The City will not issue a refund if:
 - (i) The refund is requested less than 48 hours before the actual booked date;
 - (ii) There is inclement weather that affects the booking for an outdoor facility rental; or
 - (iii) The booking is for the use of Al Anderson Memorial Pool.

Schedule 11 – Planning, Land & Development Fees
Fees and Charges Bylaw No. 2837, 2010 and
Development Application Procedures Bylaw, 2003, No. 2488

| Planning, Land & Development Fees (all fees are subject to applicable taxes) | | |
|---|-----------------|--|
| Development Application or Service | Base Fee | Additional Fee |
| Development Permit ¹ Development Variance Permit ¹ | \$2,500.00 | \$1.00/m ² gross floor area (non-residential) \$100.00/unit (residential) |
| Zoning Bylaw Amendment | \$5,000.00* | \$0.10/m ² site area |
| Official Community Plan Amendment | \$3,500.00* | n/a |
| Land Use Contract Amendment | \$2,500.00* | n/a |
| Single Family Residential Lot | \$ 300.00* | n/a |
| Restrictive Covenant Discharge Fee | \$ 250.00 | n/a |
| Restrictive Covenant Prep/Registration | Actual Cost | |
| Board of Variance Appeal | \$ 250.00 | n/a |
| Comfort Letter | \$ 190.48** | n/a |
| Liquor Licence Application requiring local government approval | \$2,000.00 | \$2,000.00 in addition to the base fee if a public consultation process is deemed appropriate by City Council as part of the process |
| Subdivision Application (Standard, Bare Land Strata, Strata Conversion and Phased Strata) | \$2,000.00 | \$100.00 per unit or parcel created plus \$50.00 for final approval of the plans by the Approving Officer ⁺ <i>(There is a \$100.00 credit per unit or parcel that previously existed, provided that no change in the property land usage occurs.)</i> |
| Telecommunications Antenna Application (where no public consultation is required under Telecommunications Antenna Policy) | \$1,000.00 | n/a |
| Telecommunications Antenna (where public consultation is required under Telecommunications Antenna Policy) | \$2,000.00 | n/a |

¹ Maximum of \$10,000.00 total application fee for each application type.

* ½ of total fees are refundable if application is refused/withdrawn prior to publishing or delivery of notices.

**Per property or per fire incident

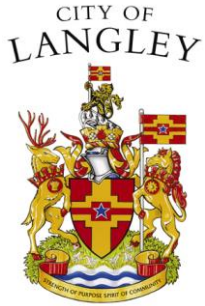
⁺ pursuant to section 83 of the Land Title Act, RSBC, 1996, c. 250 and its amendments

Schedule 12 – Security Alarm System Fees
Fire and Security Alarm System Regulation Bylaw No. 2002, 2462

| False Alarm Fees (all fees are subject to applicable taxes) | |
|--|------------|
| Description | Fee |
| Second False Alarm to the same real property, during any consecutive twelve month period | \$ 60.00 |
| Third False Alarm to the same real property, during any consecutive twelve month period | \$ 90.00 |
| Fourth and each subsequent False Alarm to the same real property, during any consecutive twelve month period | \$135.00 |

Schedule 13 –Lawn Sprinkling Permit
Drinking Water Conservation Plan 2017, No. 3037

| Lawn Sprinkling Permit (all fees are subject to applicable taxes) | |
|--|---|
| Description | Fee |
| New sodded or seeded lawn | \$50.00 with proof of purchase of sod or seed |
| Existing lawn to receive nematode application | \$0.00 with proof of purchase of nematodes |



EXPLANATORY NOTE

BYLAW NO. 3135

The purpose of Bylaw No. 3135 is to authorize the discharge of Land Use Contract No. 06-73 from the property located at 20324 – 49A Avenue.

The owner has applied to have Land Use Contract No. 06-73 discharged from the title of the property to allow for a Building Permit application for a new single-detached dwelling with a secondary suite.

City Council has the authority to discharge a land use contract pursuant to Section 546 of the *Local Government Act*.

The City amended Zoning Bylaw 1996, No. 2100 in December 2006 to allow secondary suites. Current records indicate that 288 suites have been approved or are in the building permit application process for approval. In the same timeframe, 675 property owners discharged the land use contracts affecting their single-family residential lots. There are 473 single family residential lots still affected by land use contracts in the City.

In accordance with changes to the *Local Government Act* enacted in 2014, all land use contracts in the province will be terminated as of June 30, 2024. The City intends to terminate all land use contracts before this date through the adoption of a new zoning bylaw currently being developed. The City's authority to do so is provided under section 548 of the *Local Government Act*.



DISCHARGE OF LAND USE CONTRACT NO. 06-73

BYLAW NO. 3135

A Bylaw to authorize the discharge of Land Use Contract No. 06-73 from the specified property.

WHEREAS Land Use Contract No. 06-73 is registered against titles legally described in Schedule "A".

AND WHEREAS the registered owners of the Lands have applied to have Land Use Contract No. 06-73 discharged from title to the Lands.

AND WHEREAS Council has the authority to discharge a land use contract pursuant to section 546 of the *Local Government Act*,

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

1. The Land Use Contract registered in the Land Title Office under J152108 is hereby discharged against the title legally described in Schedule "A" which is attached and forms part of this bylaw.
2. The Mayor and Corporate Officer of the City of Langley are authorized to execute such documents on behalf of the City as may be necessary for the purpose aforesaid.
3. This Bylaw may be cited for all purposes as "Discharge of Land Use Contract No. 06-73 Bylaw, 2020, No. 3135".

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

A PUBLIC HEARING, pursuant to Section 464 of the "Local Government Act" was held this ----- day of -----, 2020.

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

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

SCHEDULE "A"

Owner: J. Elcock





EXPLANATORY MEMO

2021 PERMISSIVE PROPERTY TAX EXEMPTION BYLAW No. 3136

Under the Community Charter, Council has the ability to pass bylaws which exempt certain properties from property taxes.

The bylaw presented continues all exemptions included in the 2020 Permissive Property Tax Exemption Bylaw for a 1 year period.

Properties owned or occupied by the City

Community Police Office

The City of Langley Community Police Office is leased from a private company. To reduce the operating cost of the space, the City was able to exempt our portion of the building since we are the principal occupant. This exemption has been in place since 2007.

Non-profit occupiers of City land

The BC Assessment Authority considers any municipal owned land which is leased to a second party to be taxable. Under Section 224 of the Community Charter the City has the authority to provide a permissive exemption to these properties if they are occupied by a Non-profit Agency. In 2020, these exemptions reduced the City's portion of taxation revenue by \$89,486, which is 0.3% of the annual property taxes.

1. Langley Seniors Resource Society. The senior's centre is constructed on land leased from the City. The land and improvements became taxable in 1996 triggered by the registration of the lease. It was not the intent of the lease to change the taxable status of the facility; therefore, City Council approved a permissive exemption for the 1996 tax year, and has done so since.
2. Langley Stepping Stones Rehabilitative Society. In 1995, the Stepping Stones Society constructed a new facility on land leased to them by the City. When the lease was registered at the Land Titles Office the property reverted to a taxable status for the year 1996. City Council approved a permissive exemption for the 1996 tax year, and has done so since.
3. A portion of City Park owned by the City and leased to the Langley Community Music School Society (4809 207th Street). The property became taxable after the BC Assessment Authority undertook a review of non-municipal use of City owned land in 1997. City Council first approved a permissive exemption for the 1998 tax year.

4. Outdoor Langley Lawn Bowling Club. This is the Club's outdoor facility adjacent to Douglas Park (20471 54th Ave). The property became taxable after the BC Assessment Authority undertook a review of non-municipal use of City owned land in 1997. City Council first approved a permissive exemption for the 1998 tax year.
5. Langley Community Services Society which leases the City owned land at 5339 207th Street. The property became taxable after the BC Assessment Authority undertook a review of non-municipal use of City owned land in 1997. City Council first approved a permissive exemption for the 1998 tax year.
6. The Governing Council of the Salvation Army has constructed a shelter at 5787 Langley Bypass on land leased from the City of Langley. To reduce the operating costs of the new facility the City passed a permissive exemption for this property which commenced in 2009. In 2011 this property was assessed as a supportive living facility and the majority of the property assessment was reduced to \$2 similar to other designated facilities within the City. The entire property is being included in the bylaw, to ensure its exemption status is continued if the property class was to change.

| Organization | Property Address | Permissive Exemption | Permissive Exemption | Permissive Exemption |
|---|---------------------|----------------------|----------------------|----------------------|
| | | City | Other | Total |
| Langley Seniors Resource Society | 20605 51B Ave | \$ 30,096 | \$ 4,978 | \$ 35,074 |
| Langley Stepping Stones | 20101 Michaud Cr | 4,114 | 2,705 | 6,819 |
| Langley Community Music School | 4899 207 St | 24,113 | 8,256 | 32,369 |
| Langley Lawn Bowling (Outdoor) | 20471 54 Ave | 20,354 | 3,367 | 23,721 |
| Langley Community Services Society | 5339 207 St | 8,564 | 5,631 | 14,195 |
| Governing Council of the Salvation Army | 5787 Langley Bypass | 2,245 | 1,476 | 3,721 |
| | | <u>\$ 89,486</u> | <u>\$ 26,413</u> | <u>\$ 115,899</u> |

*Permissive Exemption Other includes taxes from other governments such as Translink, School Taxes, etc.

Other existing Permissive Exemptions

There are 12 other properties within the City that currently have permissive exemptions. The properties are all non-profit and fall within our current Tax Exemption Policy. In 2020, these exemptions reduced the City's portion of taxation revenue by \$78,502, which is 0.26% of the annual property taxes.

1. Global School Society, a non-profit society which operates a Montessori school. Although this property receives a partial statutory exemption for the building and the land directly beneath it, the City has historically provided a permissive exemption for the remaining property, similar to churches. This exemption has been in place since 2001.
2. Southgate Christian Fellowship leases space at the Langley Mall (5501 204 St.). The property is not eligible for a statutory exemption like other churches because it is not the registered owner. In order to treat the church consistently with the other churches in the community, Council provided a permissive exemption for the church occupied space since 2009.
3. Langley Care Society. In 2005, the City was informed by BC Assessment they would be revoking a partial property tax exemption from the Langley Lodge located at 5451 204 St. The property had been receiving the partial exemption since 1974, the year following its opening. The City granted a permissive exemption which took effect in 2006 to continue the tax exemption on the property. During 2009 this society expanded its facility and requested an extension of the permissive exemption to cover the newly constructed facility. In 2010, the City continued the same exemption based on the original & new building value using the historical percentage of 18% for land and 93% for the buildings.
4. Langley Hospice Society purchased a property located at 20660 48 Ave in the fall of 2009. In the fall of 2010 City Council approved a permissive exemption which has been in place since.
5. Inclusion Langley Society approached the City in 2010 requesting permissive exemptions for 8 properties owned by the association used to support adults with developmental disabilities and children with special needs. In the fall of 2010 City Council approved a permissive exemption which has been in place since.

| Organization | Property Address | Permissive Exemption | Permissive Exemption | Permissive Exemption |
|--------------------------------|----------------------|-------------------------|-------------------------|-------------------------|
| | | City | Other | Total |
| Global School Society | 19785 55A Ave | \$ 5,414 | \$ 1,854 | \$ 7,268 |
| Southgate Christian Fellowship | 5501 204 St | 16,224 | 2,683 | 18,907 |
| Langley Care Society | 5451 204 St | 42,096 | 27,680 | 69,776 |
| Langley Hospice Society | 20660 48 Ave | 4,131 | 2,717 | 6,848 |
| Inclusion Langley Society | 208-20239 Michaud Cr | 809 | 532 | 1,341 |
| Inclusion Langley Society | 210-20239 Michaud Cr | 858 | 564 | 1,422 |
| Inclusion Langley Society | 19977 45A Ave | 1,958 | 1,288 | 3,246 |
| Inclusion Langley Society | 4570 209A St | 2,151 | 1,414 | 3,565 |
| Inclusion Langley Society | 4830 196 St | 2,407 | 1,583 | 3,990 |
| Inclusion Langley Society | 210-5650 201A St | 641 | 422 | 1,063 |
| Inclusion Langley Society | 218-5650 201A St | 819 | 538 | 1,357 |
| Inclusion Langley Society | 312-5650 201A St | 994 | 654 | 1,648 |
| | | <u>\$ 78,502</u> | <u>\$ 41,929</u> | <u>\$ 120,431</u> |

*Permissive Exemption Other includes taxes from other governments such as Translink, School Taxes, etc.

New applications for 2021

The City has received four new applications requesting permissive exemptions for 2021. A brief description of the applications are noted below. The applicants are eligible for a permissive exemption under the Community Charter. In conjunction with the policy, City Council can consider application for permissive property tax exemptions from non-profit organizations which are viewed to provide a benefit to the residents of the City on a case by case basis.

- Langley Memorial Hospital Auxiliary (20560 Fraser Hwy) – The Langley Memorial Hospital Auxiliary purchased the property in December 2014 and operates Penny Pinchers at this location. A small portion of one of the buildings is being leased to a private company and that portion would be not included in a permissive exemption if it was to be granted. City Council denied a similar request from the Langley Memorial Hospital Auxiliary for the 2016, 2017, 2018, 2019, and 2020 taxation years.
- Langley Food Bank (5768 203 ST & 20308 Logan Ave) The Langley Food Bank has been at this location for over 30 years. City Council denied a similar request from the Langley Food Bank in prior years.

- Inclusion Langley Society (20689 Fraser Hwy, Ground Floor) The Inclusion Langley Society occupies three office space units in the Heritage Centre on Fraser Hwy. This increases the delivery of some of their vital services. City Council denied a similar request from the Inclusion Langley Society in prior years.
- Eureka Temple Society (20701 Fraser Hwy) The Eureka Temple Society has owned this property since 1927. The property is used as a community hall.

| Organization | Property Address | Permissive | Permissive | Permissive |
|-------------------------------------|-----------------------|-------------------|------------------|-------------------|
| | | Exemption | Exemption | Exemption |
| | | City | Other | Total |
| Langley Memorial Hospital Auxiliary | 20560 Fraser Hwy | \$ 37,390 | \$ 12,801 | \$ 50,191 |
| Inclusion Langley Society | 20689 Fraser Hwy (Gro | 8,093 | 2,771 | 10,864 |
| Langley Food Bank | 5768 203 St | 12,332 | 4,222 | 16,554 |
| Langley Food Bank | 20308 Logan Ave | 24,671 | 8,446 | 33,117 |
| Eureka Temple Society | 20701 Fraser Hwy | 26,373 | 4,362 | 30,735 |
| | | <u>\$ 108,859</u> | <u>\$ 32,602</u> | <u>\$ 141,461</u> |

*Permissive Exemption Other includes taxes from other governments such as Translink, School Taxes, etc.

The bylaw has been drafted as the status quo, extending all existing permissive exemptions for an additional 1 year period. The new applications, from the Langley Memorial Hospital Auxiliary, Inclusion Langley Society, the Langley Food Bank and Eureka Temple Society have not been included. This has been recommended by staff considering the current pressures on the financial resources of the City. Council would need to propose an amendment to the bylaw if they choose to include the exemption for any of the new applications.



PERMISSIVE TAX EXEMPTION

BYLAW No. 3136

A Bylaw to exempt certain lands and improvements from municipal taxation for the year 2021

WHEREAS Council may, by bylaw, exempt properties from taxation for a fixed period of time pursuant to section 224 of the Community Charter, S.B.C 2003, c. 26;

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

1. Schedule "A" is attached to and forms parts of this bylaw
2. The lands and improvements on the properties listed in Schedule "A" are hereby exempt from taxation under section 197(1)(a) [municipal property taxes] under the Community Charter, S.B.C. 2003, c. 26 for the calendar year of 2021 in accordance with the percentages set out in Schedule "A".
3. Bylaw may be cited as the "Permissive Tax Exemption Bylaw, 2021, No. 3136".

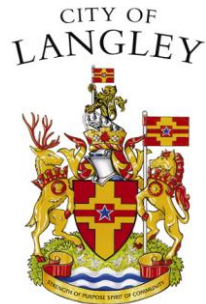
READ A FIRST, SECOND AND THIRD TIME this _____ day of September, 2020.

NOTICE FOR THE PERMISSIVE TAX EXEMPTION was placed in the Langley Times Newspaper this _____ day of October, 2020.

FINALLY ADOPTED this _____ day of October, 2020.

MAYOR

CORPORATE OFFICER



PERMISSIVE TAX EXEMPTION BYLAW NO. 3136

Schedule “A” List of Exempt Properties

| Organization | Property Address | Folio | Legal Description | Percentage of Exemption |
|---|----------------------|--------|------------------------------------|---|
| Langley Community Music School | 4899 207 St | 000010 | DL 304 NWD | 3% Land & 75% Improvements |
| Community Police Office (City of Langley) | 100-20408 Douglas Cr | 001730 | LT 2 DL 36 NWD PL NWP9350 | 40% (Land & Improvements attributable to the main floor leased for the CPO) |
| Langley Community Services Society | 5339 207 St | 003471 | LT 1 DL 36 GR 2 PL BCP25710 | 100% |
| Langley Care Society | 5451 204 St | 003520 | LT 88 DL 36 NWD PL 43610 | 18% of Land & 93% Improvements |
| Langley Seniors Resource Society | 20605 51B Ave | 006531 | LT 1 DL 36 NWD PL NWP86944 | 100% |
| Langley Lawn Bowling | 20471 54 Ave | 007950 | LT 247 DL 36 NWD PL NWP60882 | 100% |
| Governing Council of the Salvation Army | 5787 Langley Bypass | 021080 | LT 67 DL 37 NWD PL NWP57552 | 100% |
| Langley Stepping Stones | 20101 Michaud Cr | 030029 | LT 2 DL 305 NWD PL LMP09453 | 100% |
| Southgate Christian Fellowship | 5501 204 St | 035450 | LT 375 DL 36 NWD PL NWP46221 | 100% (Class 8) |
| Inclusion Langley Society | 208-20239 Michaud Cr | 044065 | LT 15 DL 305 NWD PL LMS2725 | 100% |
| Inclusion Langley Society | 210-20239 Michaud Cr | 044066 | LT 16 DL 305 NWD PL LMS2725 | 100% |
| Inclusion Langley Society | 210-5650 201A St | 052730 | LT 30 DL 309 NWD PL BCS3568 | 100% |
| Inclusion Langley Society | 218-5650 201A St | 052737 | LT 37 DL 309 NWD PL BCS3568 | 100% |
| Inclusion Langley Society | 312-5650 201A St | 052754 | LT 54 DL 309 NWD PL BCS3568 | 100% |
| Inclusion Langley Society | 19977 45A Ave | 072151 | LT 1 SEC 34 TWP 7 NWD PL NWP85148 | 100% |
| Langley Hospice Society | 20660 48 Ave | 090670 | LT 33 SEC 35 TWP 7 NWD PL NWP25953 | 100% |
| Inclusion Langley Society | 4570 209A St | 100970 | LT 99 SEC 36 TWP 7 NWD PL NWP37498 | 100% |
| Inclusion Langley Society | 4830 196 St | 113253 | LT 3 SEC 3 TWP 8 NWD PL LMP30562 | 100% |
| Global School Society | 19785 55A Ave | 120462 | SEC 3 TWP 8 NWD PL LMP30865 | 76.4% of Land & 0% Improvements |

Application for a Permissive Tax Exemption

Langley City Hall
20399 Douglas Crescent
Langley, BC V3A 4B3
Email: info@langleycity.ca

Mayor: Val Van Den Broek
Finance: Paul Gilbert
Langley City Councilors: All

2020-05-22

Hello,

My name is Warren H. "Skip" Stuart Jr. and I am making this appeal to the Langley City Council for the Permissive Tax Relief benefit on behalf of The Eureka Temple Society property located at 20701 Fraser Highway. This property has been in continuous ownership of the same organization since 1927. The building is owned and managed by The Eureka Temple Society a registered Non-Profit Society in B.C and is a body of the Eureka Masonic Lodge #103 in Langley City which was established 1923. The Directors are not paid and all management and maintenance is performed on a volunteer basis.

This building was built in 1927/1928 at a total cost of \$4000.00 for the land and construction, it was completed with member donations and volunteer labor, as a dedicated Lodge and Community Hall by Masons who were Civic Leaders of the time and notable Langley pioneers. These prominent civic members formed the first Masonic Lodge in 1923. A few of these memorable pioneers were P.Y. Porter, whose grandson remains a Lodge member currently, as well as Ernie Sendell, the first Mayor of Langley City. Hunter Vogel, who was an MLA and Speaker of the House in the W.A.C. Bennett government, and Reg Easingwood who was also Mayor of Langley City, just to mention a few influential Freemasons who were members of Eureka Lodge and their contributions to the City. A picture of the first City Council formed still hangs in the Langley City Council Meeting Room representing this dedication. For years it was the ONLY Community Hall in Langley Prairie. Our Hall pre-dates the existence of The City of Langley.

It has been brought to the attention of the Directors that if during the division of the City and Township boundaries our property had been placed in the Township that we would, as a community hall, qualify for a property tax exemption. The City in their infinite wisdom does not allow for this reality. However the City does offer a bylaw [#2640] entitled "Permissive Tax Exemption." Most other properties in the City that qualify for this exemption are either Churches or owned by the City.

We have no plans or have ever had any plans to sell the property. The property is Class 8 - P2 zoned, which is Public Use / Institutional and is reserved for schools, churches, private hospitals, community halls, and public assembly. This property is used as a community hall and has continued this use for the past 93 years. In the past 2 years cosmetic improvements have been undertaken to enhance the exterior appearance of the building thereby instilling a sense of civic pride and accomplishment to ourselves and the City of Langley. As you can imagine the upkeep on this 93 year old building is an ongoing project.

The Freemasons are a fraternity older than 300 years and are dedicated to improving the moral and spiritual awareness of its members and our society in general, by supporting its members, the communities and local groups. Among these are the 5 Masonic Lodges, the Order of the Eastern Star, the Jobs Daughters, the 4H, the Air Cadets and the many other civic organizations and clubs that meet in the building and contribute to its support and maintenance. Amongst the Masonic Bodies that meet in this building there is a high level of local community support and involvement to remain in our Fraternal Home. I have some of these letters of their contributions attached for your perusal if you are interested.

Page | 1

Due to this support and involvement in the maintenance and upkeep of the Hall all are offered an excellent meeting place as a direct benefit to their organizations and indirectly the City.

It is difficult, and I don't think paranoid to conclude that we are being taxed off our 93 year old property with the "Highest and Best Use" policy being used at this time. It seems unreasonable for this property to be assessed for its commercial potential rather than its present status of a P2 community hall.

The purpose of assessing the property as I understand, is to give the civic government a base to establish taxation. The mill rate for this classification (Class 8) was 10.6158 in 2019 and there is no appeal open for a property owner to reduce the mill rate. In the past 93 years this property has paid its share for the goods and services provided. If the mill rate is to remain the same in 2020 as in 2019, then the taxes could be **\$45,000.00 / \$48,000.00**, approximately as the mill rate has not been set. In the past 2 years our assessment has doubled. In 2017 our assessment was \$1,223,000.00 a 19% increase from 2016. In 2018 it was \$1,321,000.00 an 8% increase, in 2019 it rose to \$2,405,000.00 a staggering 82% increase, and in 2020 an astronomical increase of 101% up to \$4,835,000.00. All the while, in general, commercial and industrial properties only experienced a 12% - 16% jump. The logic and rationale of this boggles the mind. Attached also with this letter are copies of the taxes paid to Langley City for the years 2017, 2018, and 2019.

The BC Assessment Authority and Langley City have assessed our property in a category called "Highest and Best Use". The rationale of this escapes our Board. To us it appears that we are being assessed and therefore taxed on the potential of the property and not the present use, and moreover, not its present zoning. In discussions with an appraisal officer in the Abbotsford office, their rationale and comparison was with 3 strictly commercial properties and a Church across the street. To our mind this is an apples and oranges comparison. It seems that with the City's Master Plan in mind that all commercial property will be multi-story retail and/or residentially assessed. However we are zoned Class 8 recreational/non-profit and P2 private institutional; ie: assembly hall, private school community service. Nowhere are we listed as commercial, and yet we are assessed as such. Furthermore in talks with Mayor Val Van Den Broek and an appraiser at the Abbotsford office, each lay the blame for these increases at the other's doorstep:

"Not my fault it's the City – Not my fault it's the BC Assessment Authority".

It is our request that The Langley City Council give this request the time and consideration that in our opinion it deserves. Thank you for the opportunity for me on behalf of the Eureka Temple Society to present this case for the Permissive Tax Reduction.

Regards,



Eureka Temple Society
W.H. "skip" Stuart Jr. [2020 President]
20310 Grade Crescent
Langley, BC
604-539-5015
sskip@shaw.ca

ATTACHMENTS

5 different Masonic Lodges meet in the building:

- Eureka 103
- Dogwood 192
- Cloverdale 168
- Langley 184
- Westminster 174

Many Masonic and Concordant Bodies also meet in the building:

- The Grand Lodge of British Columbia and Yukon
- Order of the Eastern Star
- Jobs Daughters
- Gizeh Shrine Club
- Royal Arch
- Cryptic Rite
- Red Cross of Constantine

Many Civic and Religious groups meet in the building:

- SGI – Buddhists
- Fraser Valley Artists
- Girl Guides
- Port Kells Art Group
- Alcoholics Anonymous
- 4H
- Air Cadets

As a Community Hall:

- Day Care w/ 23 children
- Weddings
- Birthday Parties
- Retirement Parties
- Banquets
- Etc.

Letters of Support

Masonic Cancer Car Project

Freemasons of British Columbia and Yukon care about those who are fighting cancer. Launched on 6 April 1989 in the Lower Mainland, the Cancer Car Project has since expanded to Vancouver Island (1991) and the Thompson- Okanagan area of the Interior (1998) as Cancer Treatment Centers were established.

These freemasons collectively launched the program to enable cancer patients to get to treatment centers with a minimum amount of difficulty. In 1988 a committee was struck. They approached the Canadian Cancer Society with the idea that a volunteer driver would pick patients up from their homes and take them to a treatment centre and back again, or, in the case of out-of-town patients, from the airport or bus depot to the Cancer Lodge or other accommodation near the Cancer clinic. This was to be at no cost to either the patient or the Cancer Society.

Every freemason in the Grand Lodge jurisdiction contributes annually an assessed amount towards the capital fund to purchase and replace the sixteen vehicles currently in use. This assessment also pays for the fuel, insurance and maintenance of the vehicles. Cellular telephones in each vehicle (and the airtime) are donated and all donations are gratefully received by the Masonic Community Charities Fund, which administers the project

Currently the freemasons cover an area that includes Vancouver, Richmond, Burnaby, New Westminister and Port Moody on the Lower Mainland (seven vehicles); from Campbell River to Victoria on Vancouver Island (five vehicles); and from Kamloops to the USA border in the Okanagan (four vehicles). There are approximately 375 volunteers in the three areas, some 60% of whom are non-masons.

Since the inception of the program, volunteers have driven over ten million kilometers. In the Lower Mainland they work shifts from 7:00 am to noon or from noon to 5:00 pm once a week. In other areas, where a trip might take most of the day, once a month is the average shift.

Dispatchers also work regular shifts in the Vancouver, Kelowna and Island dispatch offices.

The reputation of the freemason's Volunteer Driver program has spread through the Cancer Societies in North America as well as the Masonic fraternity on this continent and in Europe. In 1992 the National Board of Directors of the Canadian Cancer Society awarded the Freemasons of British Columbia & Yukon the Citation of Merit Award. So successful is the program that requests have been received from fraternities in both Canada and the Unites States who wish to start similar programs in their areas.

Those wishing information on transportation to the various treatment centers should call one of the following telephone numbers:

Greater Vancouver: +1-604-872-2034 or +1-800-663-2524

Vancouver Island: +1-800-663-7892

Thompson-Okanagan (Kelowna): +1-250-712-1101 or +1-800-299-0188

Order of the Eastern Star

LANGLEY CHAPTER NO. 50 ORDER OF THE EASTERN STAR

Sue Pfaff P.M. - Secretary 6256

187 Street

Surrey, B.C. V3S 7N8 604-

785-4676

pfaffsue@gmail.com

February 7, 2020

To whom it may concern,

Langley Chapter# 50, Order of the Eastern Star meets at the Langley Masonic Hall, 20701 Fraser Hwy, Langley B.C. a minimum of once a month.

Who is the Eastern star? We are the largest fraternal organization for men and woman in the world. The organization was formed in the 1800's and today there is over five hundred thousand members worldwide, with 3,222 members in B.C. and the Yukon alone.

The members of the Order of the Eastern Star are dedicated women and men who sincerely reflect the spirit of fraternal love and the desire to work together for good. The moral and social purposes of the Order are designed to build character, to promote friendship and harmony among the members, and to practice charity. The Order provides them the opportunity to give a part of their time to the many projects that benefit all mankind.

We are a non-profit organization and in our Chapter we raise funds for the following different organizations to help out with any needs they may require.

At the present time we are supporting the following organizations with our fundraising efforts.

B.C. Cancer Foundation. The most time and energy expended is in the making of dressings provided by the Eastern Star Chapters free of charge to all cancer patients who require them, at the request of their doctors.

Istar House - Donations from Langley Chapter are collected over the year and given to Istar house in Langley. Along with our donations of money, we also collect soap, shampoo, toothbrushes, and other toiletries to help the women in the community.

We even buy little things for the children in the event they are there with their Mother.

Langley Hospital - Donations from Langley Chapter are collected at our meetings and presented to Langley Hospital throughout the year. A couple of months ago we gave a donation by holding a coin march at our meeting with all proceeds to go towards the new Emergency Room Wing that is being built.

BC/Alberta Guide Dogs/Autism Support Dogs - Donations are donated from our members throughout the year and presented to BC/Alberta Guide Dogs. We even have puppies in training that our members are supporting. These puppies will be going to help some people in the Langley area in the way they needed the most.

Honor House - Honor House is another project that our members support. Honor House is a refuge, a "home away from home" or member of our Canadian Armed Forces, Veterans, Emergency Services, Personnel and their families to stay, completely free of charge, while they are receiving medical care and treatment in the Metro Vancouver area.

We raise funds for our Bursaries. We have one bursary available to families of our members who have completed at least two years of Regular University courses or equivalent towards an undergraduate degree.

Another Bursary we have is for ESTARL. Eastern Star Training Awards for Religions Training Leadership. In Langley we are pleased to say that we sponsored a Pastor from a local church in Langley and were able to help her out with her studies.

As you see we help out our community of Langley out whenever we can along with other communities in B.C.

With the raise of taxes that we have been told about that are effecting our landlord's building. We are almost certain that some of the costs will be passed on to the tenants in the building, and we will not be able to fill our obligations to the different projects we support.

Should you require more information please do not hesitate to contact the undersigned.

Sincerely,
Sue Pfaff - Past Matron Secretary - Langley
Chapter #50

Langley Job's Daughters

January 27, 2020

Re: BC Assessment Eureka Temple 20701 Fraser Hwy Langley

To Whom It May Concern,

I am writing this letter on the behalf of Bethel 52 Langley Job's Daughters. We are one of the organizations that meets at the Eureka Temple.

Our group has been meeting at this hall for over 50 years. Over a course of a year, we use the hall for 18 meetings, 2 installations, practices, projects, etc... And for the last several years, in support of our group, we have not been charged rent.

Job's Daughters is an organization for girls ages 10 to 19. It is where girls gain self-confidence, leadership skills, project-management skills, life-long friends and so much more. We do community service as well. We raise money and awareness for The H.I.K.E. Fund (Canada) – Hearing Impaired Kids Equipment. Over the 50+ years we have supported many other charities and community service projects, eg. Critter Care, Canadian Cancer Society, Adopt-A-Street, Canadian Breast Cancer Society, Food Banks, etc... To find out more about us, you can go to <http://www.bcjobsdaughters.org/>

Thank you,

Tara Porter
Guardian Secretary
Bethel 52 Langley Job's Daughters
jdbethel52@gmail.com

Langley Masonic Lodge #184

Our charitable contribution annually has been mainly been the “ **Shaun Simmonds Bursary** “ where we have been donating for the past 25 years to Kwantlen College University \$1,500.00 – \$2,000 annually an approximate total of \$40,000 –\$50,000 over the period there is also the annual contribution to our Cancer Car foundation approximately \$1,400.00 there are donations of various societies that we have contributed to “Battered Women’s Shelter, Langley Hospital, Langley School projects , Food Bank our Members have contributed their businesses and time to helping when requested for help.

It is difficult to itemize our contributions over the years to all the charities they have not all been catalogued and detailed.

I have no idea the presentation being formulated however Rt. W. Bro. John McTaggart of St. James Lodge has been on the Building Committee for Grand Lodge and he got their assessment which was estimated at a staggering \$50,000,000 and they renegotiated down to \$ 26,000,000 I mentioned it to him and he said he would help if required. I informed him about the meeting at the Lodge Hall on February 8th.at 10:00 a.m.

Langley Lodge No.184 has been contributing to our community for 40 years and some of our founder members were prime business men in Langley.

Regards,

Bob Park

Below are the last 3 years tax notices that we have paid.



CITY OF LANGLEY
 6088 DOUGLAS CHURCH
 LANGLEY BC V3A 4G6
 TEL 604-514-2000
 HOURS: 8:00AM - 4:30PM

2019 PROPERTY TAX NOTICE

DUE DATE: Tuesday, July 2, 2019



2019

5% PENALTY IF NOT PAID OR GRANT NOT CLAIMED BY JULY 2, 2019
 ADDITIONAL 5% PENALTY ADDED TO ANY CURRENT TAXES OUTSTANDING AFTER
 AUGUST 2, 2019

COPY

EUREKA TEMPLE SOCIETY
 2534 HEDGECOCK CREEK
 LANGLEY BC V2Z 1K5

25701 FRASER HWY
 LANGLEY V3A 4G4



| LEGAL DESCRIPTION | | | |
|---|-----------|-----------|-----------|
| LT A DL 36 NWDL NW1/4 39 | | | |
| TOTAL NET ASSESSED VALUES FOR TAXATION PURPOSES | | | |
| CLASS | GENERAL | SCHOOL | MUNICIPAL |
| S. Rec | 2,405,500 | 2,405,500 | 2,405,500 |

| PAWS | | | | |
|---|------------------|--------|----------------------|-------------------------|
| ROLL NO NUMBER | 1001461 | ACCESS | 8675.36 | |
| PROPERTY ADDRESS | 25701 FRASER HWY | | | |
| PID | 005-567-697 | RATES | | |
| | | | COLUMN A NO GRANT | COLUMN B BASIC GRANT |
| School Taxes | 2.30000 | | 5,192.65 | 5,332.65 |
| Net School Taxes | | | 5,192.65 | 5,332.65 |
| BC Assessment / Municipal Finance Authority | 0.07910 | | 94.05 | 94.05 |
| Transfer | 0.12240 | | 417.11 | 417.11 |
| Urban Vancouver | 0.04040 | | 97.18 | 97.18 |
| Taxes from Other Governments | | | 608.34 | 608.34 |
| General Municipal | 2.57220 | | 6,187.45 | 6,187.45 |
| Police Service | 3.57640 | | 8,607.84 | 8,607.84 |
| Fire Service | 1.12570 | | 2,436.74 | 2,436.74 |
| Library Service | 0.46240 | | 1,113.51 | 1,113.51 |
| Infrastructure Levy | 0.03070 | | 45.79 | 45.79 |
| Water Fees (\$75 Flat Fee & \$1.21/Cubic Meter) | MULTIPLE | | 316.04 | 316.04 |
| Sewer Fees (\$75 Flat Fee & \$1.10/Cubic Meter) | MULTIPLE | | 250.17 | 250.17 |
| Net Municipal Taxes | | | 19,061.52 | 19,061.52 |
| | | | 26,102.51 | 26,102.51 |
| | | | 16,162.16 | 16,162.16 |
| | | | 9,939.35 | 9,939.35 |

Received at the City of Langley

Receipt: 2834573 Jun 5, 2019
 Date: Jun 6, 2019 09:45:06 AM
 Station: DASH/CASHER

XPRT 1001461 9,939.35
 GRD1 4,039.35
 REG10 EUREKA TEMPLE SOCIETY 9,939.35

BS10 10407 8692 210000
 P51-1011-4823

100gms on June 19 (Wednesday) & June 20 (Thursday)
 langleycity.ca
 Fee from \$1.45/100 to \$2.45/100 on July 15, 2019.
 PAY BY THE TAX DUE DATE TO AVOID PENALTY.

| A - NO GRANT | B - BASIC GRANT | C - ADD'L GRANT |
|--------------|-----------------|-----------------|
| \$9,939.35 | \$9,939.35 | \$9,939.35 |

2018 PROPERTY TAX NOTICE

DUE DATE: Tuesday, July 3, 2018



2225

5% PENALTY IF NOT PAID OR GRANT NOT CLAIMED BY JULY 3, 2018
ADDITIONAL 5% PENALTY ADDED TO ANY CURRENT TAXES OUTSTANDING AFTER
AUGUST 2, 2018

COPY

HIREK & TEMPLE SOCIETY
24341 ROBERTSON CRES
LANGLEY BC V2Z 2L6



| LEGAL DESCRIPTION | | | |
|---|-------------|-----------|-----------|
| LT A DL 36 NW/4 PL NW/4 3739 | | | |
| TOTAL NET ASSESSED VALUES FOR TAXATION PURPOSES | | | |
| CLASS | GRAND TOTAL | SCHOOL | HOSPITAL |
| R - Res | 1,321,000 | 1,321,000 | 1,321,000 |

| FOLIO NUMBER | | ACCESS #073736 | | PAYS | | |
|---|--|------------------|--|------------------|--|--|
| PROPERTY ADDRESS | | 20701 TRASER HWY | | COLUMNS | | |
| PID | | 001 987-897 | | NO GRANT | | |
| | | | | BASIC GRANT | | |
| | | | | ADDITIONAL GRANT | | |
| School Taxes | | 2.50000 | | 5,502.50 | | |
| Net School Taxes | | | | 5,502.50 | | |
| BC Assessment / Municipal Finance Authority | | 0.04050 | | 53.50 | | |
| Translink | | 0.18760 | | 245.44 | | |
| Metro Vancouver | | 0.04800 | | 63.41 | | |
| Taxes from Other Governments | | | | 362.35 | | |
| General Municipal | | 2.75650 | | 3,654.94 | | |
| Public Service | | 5.66910 | | 5,137.50 | | |
| Fire Service | | 1.43880 | | 1,900.79 | | |
| Library Service | | 0.50180 | | 666.81 | | |
| Water Fees (\$75 Flat Fee & \$1.20/Cubic Meter) | | MULTIPLE | | 296.40 | | |
| Sewer Fees (\$75 Flat Fee & \$1.00/Cubic Meter) | | MULTIPLE | | 234.84 | | |
| Net Municipal Taxes | | | | 11,891.31 | | |
| TOTAL TAXES DUE | | | | 15,393.81 | | |
| Tax Requirements/Adjustments | | | | -15,741.40 | | |
| TOTAL TAXES DUE | | | | -185.24 | | |

* For your convenience we will have extended hours until 7:00pm on June 20 (Wednesday) & June 21 (Thursday).
 * You may claim your Home Owner Grant online at elcog.langley.ca
 * Your 2018 Pre-authorized Payment Plan withdrawal will change from \$1,429.00 to \$1,464.00 on July 15, 2018.
 IF YOU STILL HAVE A BALANCE OWING IT MUST BE PAID BY THE TAX DUE DATE TO AVOID PENALTY.

Customer Copy

AMOUNT DUE JULY 3, 2018

| A - NO GRANT | B - BASIC GRANT | C - ADD'L GRANT |
|--------------|-----------------|-----------------|
| -\$185.24 | -\$185.24 | -\$185.24 |



CITY OF LANGLEY
20080 DOUGLAS CARRINGTON
Langley BC V3A 4S3
TEL: 604-544-2700
FAX: 604-544-2701

2017 PROPERTY TAX NOTICE

DUE DATE: Tuesday, July 4, 2017



5% PENALTY IF NOT PAID OR GRANT NOT CLAIMED BY JULY 4, 2017
ADDITIONAL 5% PENALTY ADDED TO ANY CURRENT TAXES OUTSTANDING AFTER
AUGUST 2, 2017

COPY

ELKERA TEMPLE SOCIETY
24341 ROBERTSON CRES
LANGLEY BC V2Z 2L6



| LEGAL DESCRIPTION | | | |
|--------------------------|--|--|--|
| LTA DL 36 NWD PL NWP3779 | | | |

| TOTAL NET ASSESSED VALUES FOR TAXATION PURPOSES | | | |
|---|-----------|-----------|-----------|
| CLASS | GENERAL | SCHOOL | HOSPITAL |
| 8 - Res | 1,223,000 | 1,373,000 | 1,221,000 |

| FOLIO NUMBER | | ADDRESS | | PAWS | |
|---|--|------------------|------------|------------------|------------|
| 000461 | | 20761 FRASER HWY | | 1673126 | |
| PROPERTY ADDRESS | | RATES | | COLUMN A | |
| PID | | RATES | | NO GRANT | |
| | | | | COLUMN B | |
| | | | | BASIC GRANT | |
| | | | | COLUMN C | |
| | | | | ADDITIONAL GRANT | |
| School Taxes | | 2.70000 | 3,302.10 | 3,302.10 | 3,302.10 |
| Net School Taxes | | | 3,302.10 | 3,302.10 | 3,302.10 |
| BC Assessment / Municipal Finance Authority | | 0.04340 | 53.07 | 53.07 | 53.07 |
| Transfer | | 0.21650 | 257.44 | 257.44 | 257.44 |
| Mild Vancouver | | 0.01160 | 54.55 | 54.55 | 54.55 |
| Taxes from Other Governments | | | 365.06 | 365.06 | 365.06 |
| General Municipal | | 2.83550 | 3,467.82 | 3,467.82 | 3,467.82 |
| Police Service | | 4.12850 | 5,049.64 | 5,049.64 | 5,049.64 |
| Fire Service | | 1.49800 | 1,833.52 | 1,833.52 | 1,833.52 |
| Library Service | | 0.34600 | 668.37 | 668.37 | 668.37 |
| Infrastructure Levy | | 0.04310 | 52.71 | 52.71 | 52.71 |
| Water Fees (\$75 Flat Fee & \$1.16/Cubic Meter) | | MULTIPLE | 216.88 | 216.88 | 216.88 |
| Sewer Fees (\$75 Flat Fee & \$1.37/Cubic Meter) | | MULTIPLE | 198.14 | 198.14 | 198.14 |
| Net Municipal Taxes | | | 11,516.88 | 11,516.88 | 11,516.88 |
| | | | 15,184.04 | 15,184.04 | 15,184.04 |
| | | | -13,562.00 | -13,562.00 | -13,562.00 |
| | | | 1,621.04 | 1,621.04 | 1,621.04 |

Received at the City of Langley

on June 21 (Wednesday) & June 22 (Thursday)
by City of
a from \$1,223.00 to \$1,439.00 on July 15, 2017,
10 BY THE TAX DUE DATE TO AVOID PENALTY.

Receipt: 27320/7 Jun 2, 2017
Date: Jun 2, 2017 09:16:18 AM
Station: TASHA/CASHIER

TAXT 000461 1,621.04

TOTAL 1,621.04
DUES 1620 (FOR DUE) -1,621.04

OST# 10007 3692 R10001
P01-1011-4450

| A - NO GRANT | B - BASIC GRANT | C - ADD'L GRANT |
|--------------|-----------------|-----------------|
| \$1,621.04 | \$1,621.04 | \$1,621.04 |



RECEIVED

MAR 30 2020

ADMINISTRATION DEPT
CITY OF LANGLEY

March 23, 2020

Mayor Val van Den Broek and Council members
Langley City Hall
20399 Douglas Crescent
Langley, BC, V3A 4B3

Dear Mayor van Den Broek and Council Members

Re: Permissive Tax Exemptions – 2021

Inclusion Langley Society is a non-profit society supporting adults with intellectual disabilities and children with special needs who live in Langley. Our previous name was the Langley Association for Community Living.

On behalf of Inclusion Langley, I am writing to request permissive tax exemptions for the 2020 property tax year for the following properties owned by the Society within the City of Langley:

| <u>Property</u> | <u>Folio #</u> |
|--|-----------------------|
| #208 20239 Michaud Crescent Langley V3A 8L1 | 044065 |
| #210 20239 Michaud Crescent Langley V3A 8L1 | 044066 |
| 19977 45A Avenue Langley V3A 8C7 | 072151 |
| 4570 209A Street Langley V3A 2K9 | 100970 |
| 4830 196 th Street Langley V3A 7Z7 | 113253 |



23535, 44 avenue
langley, b.c.
V2Z 2V2

t 604.534.8611
f 604.534.4763
www.langleyacl.com

| <u>Property</u> | <u>Folio #</u> |
|--|-----------------------|
| #210 5650 201A Street Langley V3A 0B3 | 052730 |
| #218 5650 201A Street Langley V3A 0B3 | 052737 |
| #312 5650 201A Street Langley V3A 0B3 | 052754 |

At this time, we do not receive permissive exemption for the 3 units in the Heritage Centre on Fraser Highway that the Association owns, but would like to be considered. These units increase the delivery of some of our vital services directly in the city. Services include employment coaching and mentoring, home sharing placements, and meeting and training space. Permissive Exemption would enable our organization to provide additional services to our community. Previous requests for permissive exemptions for this site have been denied. We respectfully ask for reconsideration.

The details are as follows:

| <u>Property</u> | <u>Folio #</u> |
|--|-----------------------|
| Heritage Centre Unit 101 20689 Fraser Highway Langley V3A 4G4 | 000972 |
| Heritage Centre Unit 102 20689 Fraser Highway Langley V3A 4G4 | 000972 |
| Heritage Centre Unit 103 20689 Fraser Highway Langley V3A 4G4 | 000972 |

Thank you for your time in consideration of this application.

Sincerely



Daniel Collins
Executive Director

September 10, 2020

Dear Mayor and Council ,

Thank you for being the Leaders of Langley City and making it a good and safe place to be.

I am writing you once again to have you consider granting the Langley Food Bank a Permissive Tax Exemption for the year of 2021 at the address of 5768 203 St.

At the Langley Food Bank we try to meet the needs of whoever comes as long as they are a Langley resident. No one is turned away because of race, creed, color, religion or sexual preference. It has come to my attention that we are the only Food Bank in the Lower Mainland that does not have a Permissive Tax Exemption. This should not be and I would like to be granted a time in the near future to make a presentation to the Council. The Langley Food bank helps over 700 family units now with many more family units signing up weekly because of Covid.

I would appreciate 10-15 minutes of your time to try again to allow you to see that we are helping the community in ways that will make Langley truly the "Place to Be" for everyone not just those who have means.

Kindest Regards- Jim Calamunce- Executive Director of the Langley Food Bank.



Langley Memorial Hospital Auxiliary

22051 Fraser Highway

Langley, B.C. V3A 4H4

604 514-6161

Email: Auxiliary.LMH@fraserhealth.ca

www.langleyhospitalauxiliary.ca

Join us on Facebook

RECEIVED

AUG 12 2019

**ADMINISTRATION DEPT
CITY OF LANGLEY**

August 7, 2019

Mayor Val Van den Broek and Council
20399 Douglas Crescent
Langley, BC
V3A 4B3

Dear Mayor Van den Broek and Council:

Re: Application for Exemption of 2020 Property Taxes

Legal Lot Address: Lot A, District Lot 36; Group 2

NWD Plan LMP13697 PID#018-582-842

The Langley Memorial Hospital Auxiliary is requesting that the City of Langley Council consider exempting the property taxes for the above mentioned property, Penny Pincher Thrift Store, which is owned and operated by the Hospital Auxiliary and its volunteers. As it is totally volunteer run there are no wages that are taken out of the income generated by the store.

The Hospital Auxiliary is in its 72nd year and over the past 27 years we have contributed 8.5 million dollars to the hospital with a further 1.5 million pledged to the new Emergency Ward. Last year alone, the Auxiliary contributed over \$500,000.00 towards the hospital and Community Health. The Auxiliary raises money through the gift shop located in the hospital but by far the largest amount of contributions comes from Penny Pincher. Should Council grant the exemption on property taxes a **further \$56,000.00** would be available to purchase hospital equipment. \$56,000.00 would purchase a ceiling mounted lift to assist in transferring patients from a bed to a wheelchair or 10 Isoflex mattresses which prevent and treat pressure injuries, plus numerous other less costly items like cribs for pediatrics or a water purification system for the lab. This year we partnered with the Hospital Foundation and purchased a Pulmonary Lung Function machine at the cost of \$45,000.00 each. The hospital has not had this piece of equipment and this meant that patients were waiting up to eight weeks to have the testing done at a facility outside of their community.

While the hospital is not in the City of Langley, it certainly is there to meet the needs of both city and township residents and it is a facility that most residents visit at some time in their life. Having a

1947-2019 72 YEARS OF PROUDLY SERVING OUR HOSPITAL AND COMMUNITY

renovated and modern hospital with up to date hospital equipment and able to meet the needs of residents is a valid consideration for people looking to move to the area.

We also support Community Health Care by providing equipment that aids in providing in home care to the residents of Langley. Home Health is located in downtown Langley.

Not only does the Auxiliary raise funds for the hospital it helps enhance the quality and meaning of life for many seniors in Langley who are involved in knitting and crocheting much needed items for patients and those in residential care, as well as providing a great venue for volunteering. Penny Pincher is a supporter of Avia Employment Services in Langley and we regularly help individuals out by learning or honing skills that will assist with their search for employment.

The Cities of Delta, White Rock and most recently North Vancouver have recognized the valuable part that their hospital auxiliaries play in the community and have granted tax exemptions for their Hospital Auxiliary Thrift Stores.

We are unique among the thrift stores in that we own our building and all of our income goes towards health care in Langley. No funds leave the community.

In closing, we the Langley Memorial Hospital Auxiliary would like to thank you for your careful consideration of this request,

Yours truly,

A handwritten signature in black ink, appearing to read 'Wanda Williams', with a long horizontal flourish extending to the right.

Wanda Williams

President, LMHA

Cc: Paul Albrecht, Councillor

Teri James, Councillor

Gayle Martin, Councillor

Nathan Pachal, Councillor

Rudy Storteboom, Councillor

Rosemary Wallace, Councillor



EXPLANATORY MEMO

Chauffeur Permit and Regulation Bylaw, 2016, No. 3002 Repeal Bylaw No. 3137

Provincial legislation in force since September 2019 has reduced the municipal authority to regulate Passenger Directed Vehicles such as taxis, limousines, ride-hailing vehicles. The Province now has sole authority to regulate company fleet size and operational boundaries, to set vehicle standards, and to issue driver Chauffeur Permits.

Accordingly, the City's Chauffeur Permit and Regulation Bylaw should be repealed as the City no longer has authority to regulate Chauffeur Permits within the City of Langley and the Officer in Charge no longer has the authority to issue permits to Chauffeurs.



Chauffeur Permit and Regulation Bylaw, 2016, No. 3002 Repeal Bylaw No. 3137

A Bylaw to repeal the Chauffeur Permit and Regulation Bylaw.

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

This Bylaw may be cited for all purposes as “Chauffeur Permit and Regulation Bylaw, 2016, No. 3002 Repeal Bylaw No. 3137”.

1. Repeal

“Chauffeur Permit and Regulation Bylaw, 2016, No. 3002” and all amendments thereto are hereby repealed.

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

FINALLY ADOPTED this day of , 2020.

MAYOR

CORPORATE OFFICER



EXPLANATORY MEMO

MUNICIPAL TICKET INFORMATION SYSTEM BYLAW 2846, AMENDMENT No. 15, 2020, No. 3138

PURPOSE:

To remove reference to Chauffer Permit and Regulation Bylaw No. 3002.

Under provincial legislation in force since September 2019, the province now has sole authority to regulate company fleet size and operational boundaries, to set vehicle standards, and to issue driver Chauffeur Permits. The City's Chauffer Permit and Regulation Bylaw No. 3002 is to be repealed.

Accordingly, reference to the bylaw must also be removed from the Municipal Ticket Information System Bylaw which contains fines for non-compliance with Bylaw No. 3002.



**MUNICIPAL TICKET INFORMATION SYSTEM
BYLAW 2846,
AMENDMENT NO. 15, 2020
No. 3138**

A Bylaw to amend fees in the Municipal Ticket Information System.

1. Title

- (1) This bylaw shall be cited as the “Municipal Ticket Information System Bylaw 2846, Amendment No. 15, 2020, No. 3138”.

2. Amendments

- (1) Municipal Ticket Information System Bylaw, 2011, No. 2846 is hereby amended:
- (a) In Schedule A – Enforcement Officers:
- i. by removing reference to Schedule B4 - Chauffeur Permit and Regulation Bylaw
- (b) By removing Schedule B4 - Chauffeur Permit and Regulation Bylaw in its entirety.

READ A FIRST, SECOND AND THIRD TIME this of , 2020.

ADOPTED this day of , 2020.

MAYOR

CORPORATE OFFICER



REPORT TO COUNCIL

To: **Mayor and Councillors**

Subject: Holding of Council Meetings, Committee/Task Group Meetings and Public Hearings during COVID-19 Pandemic

File #: 0110.00

Doc #:

From: Kelly Kenney
Corporate Officer

Date: September 18, 2020

RECOMMENDATION:

1. THAT the following resolution passed by Council at the April 27, 2020 Regular Council Meeting be repealed:

“THAT as permitted under Ministerial Order No. M083, open meetings of Council be held in the absence of the public until such time as the provincial declaration of state of emergency has been lifted.”

2. THAT the following resolution passed at the May 25, 2020 Regular Council Meeting be amended to replace “M139” with “M192”:

“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*.”

3. THAT staff be directed to action the recommendations outlined in the report of the Corporate Officer dated September 18, 2020 with respect to the holding of Council Meetings, Committee/Task Group Meetings and Public Hearings by electronic means during the COVID-19 Pandemic to comply with Ministerial Order M192.
-

PURPOSE:

The purpose of this report is to propose continuing to conduct Council Meetings/ Committee/Task Group Meetings and Public Hearings by electronic means until such time as the City has implemented the technology to allow for combined in-person/electronic participation by both Council and the public.

This report also outlines steps to comply with Ministerial Order M192 (Attachment 1) to provide public access to open meetings while complying with Public Health Officer's Order on Gatherings and Events.

POLICY:

Regulations pertaining to the holding of Council Meetings, Committee/Task Group Meetings, and Public Hearings are prescribed in provincial legislation. During the COVID-19 Pandemic, Provincial Health Officer Orders and Ministerial Orders have superseded certain regulations in the provincial legislation relative to the holding of open meetings and Public Hearings.

COMMENTS/ANALYSIS:

On March 18, 2020 a provincial State of Emergency was declared due to the COVID-19 Pandemic.

On March 19, 2020, to prevent the spread of COVID-19, public access to City Hall was restricted.

On March 26, 2020 the province issued Ministerial Order M083 permitting open meetings of Council (which includes Committee/Task Group meetings) to be held in the absence of the public and to be conducted entirely by electronic means.

Accordingly, Council passed the following motion at its April 27, 2020 Regular Council Meeting:

THAT as permitted under Ministerial Order No. M083, open meetings of Council be held in the absence of the public until such time as the provincial declaration of state of emergency has been lifted.

On May 1, 2020, the province issued Ministerial Order M139 which repealed and replaced Order M083 by permitting Public Hearings to also be conducted by electronic means.

Subsequently, Council passed the following resolution at the May 25, 2020 Regular Council Meeting:

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*.

On June 17, 2020 the province issued Ministerial Order M192 which repeals and replaces Order M139. The provisions for electronic Public Hearings remain as stated in Order M139. The purpose of Order M192 is to “transition local governments back to operating under the normal legislative rules and requirements, while balancing the health and safety recommendations of the PHO and WorkSafeBC.” (Excerpt taken from Circular from Ministry of Municipal Affairs and Housing dated August 13, 2020, Attachment 2 to this report)

The issuance of this Order dovetailed with the province entering Phase 3 of its BC Restart Plan in June, which saw the re-opening of various types of businesses and public amenities.

The section of the Order pertaining to open meetings is provided below for reference:

“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, must use best efforts to allow members of the public to attend an open meeting of the council or body in a manner that is consistent with any applicable requirements or recommendations made under the Public Health Act.
- (2) A council or body is not required to allow members of the public to attend a meeting if, despite the best efforts of the council or body, the attendance of members of the public cannot be accommodated at a meeting that would otherwise be held in accordance with the applicable requirements or recommendations under the Public Health Act.
- (3) If a council or body does not allow members of the public to attend a meeting, as contemplated in subsection (2) of this section,
- (a) the council or body must state the following, by resolution:
 - (i) the basis for holding the meeting without members of the public in attendance;
 - (ii) the means by which the council or body is ensuring openness, transparency, accessibility and accountability in respect of the meeting, and
 - (b) for the purposes of Division 3 [Open Meetings] of Part 4 [Public

Participation and Council Accountability] of the Community Charter, the meeting is not to be considered closed to the public.

(4) The council or body may pass a resolution under subsection (3) (a) in reference to a specific meeting or, if the same circumstances apply, more than one meeting.

(5) 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.”

Order M192 requires that local governments use best efforts to allow members of the public to attend both in-person and electronic open council meetings, select and standing committee meetings; board of variance meetings and other meetings that are referenced in Section 93 – “Application of rules to other bodies” of the Community Charter, while complying with the requirements under the PHO Orders. The Ministry encourages local governments “to consider what steps they can take to accommodate in-person attendance at open meetings or provide a space where the public can hear the meeting to understand the local government decision-making process.” (Excerpt taken from Circular from Ministry of Municipal Affairs and Housing dated August 13, 2020, Attachment 2 to this report)

“If, after developing a plan for meetings, a local government is unable to accommodate in-person public attendance, Order M192 requires the local government to pass a resolution to provide a rationale for the continued need to meet without the public present. The local government must also describe what measures are being taken to meet the principles of openness, transparency, and accessibility. The resolution may apply to one meeting or to multiple meetings if the same circumstances apply.” (Excerpt taken from Circular from Ministry of Municipal Affairs and Housing dated August 13, 2020, Attachment 1 to this report)

As an additional requirement when conducting on-site meetings, on August 7, 2020, Order of the Provincial Health Officer on Gatherings and Events was issued which requires the collection of contact information for contact tracing purposes from anyone attending an event. This includes on-site Council Meetings, Committee/Task Group Meetings and Public Hearings or any meetings staff may have with non-staff persons on-site. Under the PHO Order, no more than 50 people may be in attendance at an event; however, occupancy limits for facilities must be determined based on allowing 5 square metres of unencumbered floor space for each person in the facility. Accordingly, the maximum occupancy limit for the Council Chamber has been determined to be 19. The maximum occupancy for the CKF Room is 8.

In seeking to comply with Order M192, the September 14, 2020 Regular Council Meeting was held on site with attendance by the public. As public access to City Hall is still restricted to prevent the spread of COVID-19, considerable planning and preparation went into implementing protocols to ensure the safety of the public, Council members and staff members participating in the on-site meeting and ensure compliance with the PHO Order on Gatherings and Events. Two additional staff were required to facilitate members of the public attending City Hall to view the Regular Council Meeting proceedings in Council Chambers and the front counter clerk and security guard were required to work a longer shift as the City Hall was open for members of the public to attend the Council Meeting.

Plexiglass barriers were placed between each desk which some participants found made it difficult to hear others at times, particularly during the Closed meeting when microphones were not used in order to protect the confidentiality of the meeting which had to be held in Council Chambers rather than the usual meeting room as the maximum occupancy of the meeting room cannot accommodate all Council and staff. It was also noted that the barriers are not conducive to effective working session discussions.

Other considerations:

- Given the limited number of people that can be in Council Chambers at one time (maximum 19 – which allows for 7 Council members, 6 staff, 1 non-staff presenter and 5 members of the public), to accommodate delegations, presentations from developers and other non-staff participants in meetings, only one presenter at a time can be present in Council Chambers if all audience seats were filled; or alternatively, some staff members would need to leave the Council Chambers to allow more than one presenter into the Council Chamber.
- The limited public seating capacity would also make participation by the public at Public Hearings problematic. It is likely that members of the public would not be able to sit in the audience in the Council Chamber and watch the Public Hearing as that would mean only one person at a time could enter the Council Chambers to speak and they would have to leave after speaking. A Livestream of the meeting could be broadcast into another room where members of the public could view it while maintaining appropriate physical distancing. Maximum occupancy limits would have to be followed and extra staff would be required to direct members of the public to and from the Council Chamber and viewing area.

Public Hearings are governed by different legislation than Council and committee meetings. Accordingly, Order M192 addresses Public Hearings separately. The applicable section of the Order is provided below for reference:

Public hearings - *Local Government Act*

13 (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 on line 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*.

Following issuance of Order M192, the Ministry has advised that “It is up to each local government to decide which format of public hearing is best suited to its

circumstances, whether it be electronic, in-person or a combination of both. Many of the considerations apply to in-person open meetings would also be applicable to public hearings held in-person. In-person public hearings are subject to both Order M192 and the PHO Order limiting the number of people in attendance and collecting (and retaining for 30 days) the contact information of those present.”

(Excerpt taken from Circular from Ministry of Municipal Affairs and Housing dated August 13, 2020, Attachment 2 to this report)

In July, the City commenced holding Public Hearings electronically as permitted under Order M192, with the public providing input either through written submissions or attendance via Zoom virtual meeting software. Given the limited capacity in the Council Chambers for the public to attend on-site Public Hearings and other logistical issues, staff propose that Public Hearings continue to be conducted electronically. As Order M139 has been repealed and replaced by Order M192, staff are proposing the motion that was previously adopted by Council to hold Public Hearings electronically under Order M139 be amended, as permitted under Robert's Rules of Order, by way of motion to amend something previously adopted to reflect the current Ministerial Order which authorizes Public Hearings to be held by electronic means.

The City currently doesn't have the capability of combining in-person participation with electronic participation at Council and Committee meetings or Public hearings. Staff have identified a potential solution to provide for this option and hope to be able to implement the solution in the near future after the components have been purchased, installed and tested.

The Ministry has stated that under Order M192 “local governments may decide when they are ready to safely provide in-person public attendance at open meetings. We encourage local governments to consider a phased approach to making “best efforts” to provide public access to open meetings if needed.

A phased approach may include providing limited public access initially to open meetings, exploring other meeting venues and working toward providing added options (e.g. teleconferences or live streaming) for the public to participate in meetings if in-person attendance can't be accommodated under the PHO requirement that no more than 50 people be present.” (Excerpt taken from Circular from Ministry of Municipal Affairs and Housing dated August 13, 2020, Attachment 1 to this report).

Recommendations

It is recommended that the following actions be taken for the holding of Council Meetings, Committee/Task Group Meetings and Public Hearings to comply with Order M192 to make best efforts to provide for attendance by the public at open meetings conducted in-person or by electronic means.

Council Meetings

- Hold Regular Council Meetings electronically at 3:00 pm until such time as the City has implemented technology to permit combined in-person/electronic participation by Council members and members of the public.
- Provide Notice of Regular Council Meetings on the City's website and by posting a notice outside the entry to City Hall.
- Continue to record Regular Council Meetings and post video recording on-line following the meeting.
- Allow Delegations and Community Spotlight presentations at Regular Council Meetings via Zoom.
- Explore options for Livestreaming Regular Council meetings to allow the public to view the proceedings in real time.
- Explore options for providing for public attendance at electronic Regular Council meetings.
- Explore the feasibility of allowing members of the public on-site to view electronic Regular Council meetings in a room in City Hall.

Committee / Task Group/Board of Variance Meetings

- Hold Committee/Task Group/Board of Variance Meetings electronically until such time as the City has implemented technology to permit combined in-person/electronic participation by Committee/Task Group members and members of the public.
- Develop webpage to post agendas of Committee/Task Group/Board of Variance Meetings on the City's website.
- Explore options for providing for public attendance at electronic Committee/Task Group/Board of Variance meetings.

- Explore the feasibility of allowing members of the public on-site to view electronic Committee/Task Group/ Board of Variance meetings in a room in City Hall.

Public Hearings

- Continue to hold Public Hearings electronically at 7:00pm until such time as the City has implemented technology to permit combined in-person/electronic participation by Council members and members of the public.
- In addition to Statutory Notice requirements, continue to provide Notice of Public Hearings on the City's website with information as to how to provide input either in writing or by attending the electronic Zoom meeting.
- Continue to livestream Public Hearings and provide video recording of the hearing on-line following the meeting.
- Explore the feasibility of allowing members of the public on-site to view/participate in electronic Public Hearings in a room in City Hall.

Notifying Public of Changes in Meeting Processes

- Provide notice in local newspaper, on City website and social media of change to the start time for Regular Council Meetings and manner in which Regular Council Meetings/Committee/Task Group Meetings and Public Hearings will be conducted for the time being.

BUDGET IMPLICATIONS:

There are additional costs to facilitate in-person or electronic meetings as well as potential costs to enable combined in-person /electronic participation at meetings in order to comply with PHO Orders and Ministerial Order M192:

- Overtime costs for two extra staff to facilitate attendance by members of the public at on-site Council meetings/ Committee/Task Group Meetings/Public Hearings outside of regular office hours - Approx. \$600 per meeting.

Additional staff would likely also be required in order to facilitate attendance on site by members of the public to view electronic Council meetings/Committee/Task Group Meetings/ Public Hearings in a room in City Hall if the meetings were held outside of regular office hours.

- Additional staff hours for front counter clerk and security for on-site meetings held outside of regular office hours: \$230 per meeting.

Additional staffing for front counter and security would likely also be required to facilitate attendance on-site by members of the public to view electronic Council meetings/Committee/Task Group Meetings/ Public Hearings in a room in City Hall if the meetings were held outside of regular office hours.

- Cost of technology to permit combined in-person/electronic participation by Council members and the public – \$10,000-\$20,000 depending on solution chosen (not spent yet).

ALTERNATIVES:

Currently we do not have the capability of combining in-person/electronic participation at open meetings and Public Hearings.

An alternative to having all meetings conducted by electronic means would be to hold some types of meetings electronically while holding other types on-site.

For example:

Hold Closed meetings/Working sessions electronically during the day and hold Regular Council Meetings on-site at 7:00 pm with public in attendance.

At this time, staff are not recommending this approach given the issues with holding on-site meetings as identified in this report.

Respectfully Submitted,



Kelly Kenney
Corporate Officer

Attachments:

1. Ministerial Order M192

To: Mayor and Councillors

Date: September 18, 2020

Subject: Holding of Council Meetings, Committee/Task Group Meetings and Public Hearings during COVID-19 Pandemic

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2. Circular from Ministry of Municipal Affairs and Housing dated August 13, 2020 – Update about Order of the Provincial Health Officer on Gatherings and Events and Ministerial Order M192

CHIEF ADMINISTRATIVE OFFICER'S COMMENTS:

I support the recommendation.



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. M192

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 No. 2 made by MO 139/2020 is repealed, and
- (b) the attached Local Government Meetings and Bylaw Process (COVID-19) Order No. 3 is made.

Date

17/06/2020

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 139/2020; OIC 310/2020

LOCAL GOVERNMENT MEETINGS AND BYLAW PROCESS (COVID-19) ORDER NO. 3

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 No. 2 made by MO 139/2020.

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*, must use best efforts to allow members of the public to attend an open meeting of the council or body in a manner that is consistent with any applicable requirements or recommendations made under the *Public Health Act*.
- (2) A council or body is not required to allow members of the public to attend a meeting if, despite the best efforts of the council or body, the attendance of members of the public cannot be accommodated at a meeting that would otherwise be held in accordance with the applicable requirements or recommendations under the *Public Health Act*.
- (3) If a council or body does not allow members of the public to attend a meeting, as contemplated in subsection (2) of this section,
- (a) the council or body must state the following, by resolution:
 - (i) the basis for holding the meeting without members of the public in attendance;
 - (ii) the means by which the council or body is ensuring openness, transparency, accessibility and accountability in respect of the meeting, and
 - (b) for the purposes of Division 3 [*Open Meetings*] of Part 4 [*Public Participation and Council Accountability*] of the *Community Charter*, the meeting is not to be considered closed to the public.
- (4) The council or body may pass a resolution under subsection (3) (a) in reference to a specific meeting or, if the same circumstances apply, more than one meeting.
- (5) 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*, must use best efforts to allow members of the public to attend an open meeting of the board, board committee or body in a manner that is consistent with any applicable requirements or recommendations made under the *Public Health Act*.
- (2) A board, board committee or body is not required to allow members of the public to attend a meeting if, despite the best efforts of the board, board committee or body, the attendance of members of the public cannot be accommodated at a meeting that would otherwise be held in accordance with the applicable requirements or recommendations under the *Public Health Act*.

- (3) If a board, board committee or body does not allow members of the public to attend a meeting, as contemplated in subsection (2) of this section,
 - (a) the board, board committee or body must state the following, by resolution:
 - (i) the basis for holding the meeting without members of the public in attendance;
 - (ii) the means by which the board, board committee or body is ensuring openness, transparency, accessibility and accountability in respect of the meeting, and
 - (b) 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*, the meeting is not to be considered closed to the public.
- (4) The board, board committee or body may pass a resolution under subsection (3) (a) in reference to a specific meeting or, if the same circumstances apply, more than one meeting.
- (5) 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*, must use best efforts to allow members of the public to attend an open meeting of the Vancouver council or the body in a manner that is consistent with any applicable requirements or recommendations made under the *Public Health Act*.
- (2) The Vancouver council or a body is not required to allow members of the public to attend a meeting if, despite the best efforts of the Vancouver council or the body, the attendance of members of the public cannot be accommodated at a meeting that would otherwise be held in accordance with the applicable requirements or recommendations under the *Public Health Act*.
- (3) If the Vancouver council or a body does not allow members of the public to attend a meeting, as contemplated in subsection (2) of this section,
 - (a) the Vancouver council or the body must state the following, by resolution:
 - (i) the basis for holding the meeting without members of the public in attendance;
 - (ii) the means by which the Vancouver council or the body is ensuring openness, transparency, accessibility and accountability in respect of the meeting, and
 - (b) for the purposes of section 165.1 [*general rule that meetings must be open to the public*] of the *Vancouver Charter*, the meeting is not to be considered closed to the public.

- (4) The Vancouver council or a body may pass a resolution under subsection (3) (a) in reference to a specific meeting or, if the same circumstances apply, more than one meeting.
- (5) 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*, must use best efforts to allow members of the public to attend an open meeting of the trust body or board of variance in a manner that is consistent with any applicable requirements or recommendations made under the *Public Health Act*.
- (2) A trust body or board of variance is not required to allow members of the public to attend a meeting if, despite the best efforts of the trust body or board of variance, the attendance of members of the public cannot be accommodated at a meeting that would otherwise be held in accordance with the applicable requirements or recommendations under the *Public Health Act*.
- (3) If a trust body or board of variance does not allow members of the public to attend a meeting, as contemplated in subsection (2) of this section,
 - (a) the trust body or board of variance must state the following, by resolution:
 - (i) the basis for holding the meeting without members of the public in attendance;
 - (ii) the means by which the trust body or board of variance is ensuring openness, transparency, accessibility and accountability in respect of the meeting, and
 - (b) For the purposes of section 11 [*procedures to be followed by local trust committees*] of the *Islands Trust Act*, the meeting is not to be considered closed to the public.
- (4) A trust body or board of variance may pass a resolution under subsection (3) (a) in reference to a specific meeting or, if the same circumstances apply, more than one meeting.
- (5) 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) When conducting a meeting under subsection (1), a council or body must use best efforts to use electronic or other communication facilities that allow members of the public to hear, or watch and hear, the part of the meeting that is open to the public.
- (4) If a council or body does not use electronic or other communication facilities as described in subsection (3), the council or body must state the following, by resolution:
 - (a) the basis for not using electronic or other communication facilities that allow members of the public to hear, or watch and hear, the part of the meeting that is open to the public;
 - (b) the means by which the council or body is ensuring openness, transparency, accessibility and accountability in respect of the meeting.
- (5) A council or body may pass a resolution under subsection (4) in reference to a specific meeting or, if the same circumstances apply, more than one meeting.
- (6) 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 unless a council or body proceeds as described in subsection (3) of this section, in which case those paragraphs apply.
- (7) 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, board committee or body 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) When conducting a meeting under subsection (1), a board, board committee or body must use best efforts to use electronic or other communication facilities that allow members of the public to hear, or watch and hear, the part of the meeting that is open to the public.
- (4) If a board, board committee or body does not use electronic or other communication facilities as described in subsection (3), the board, board committee or body must state the following, by resolution:

- (a) the basis for not using electronic or other communication facilities that allow members of the public to hear, or watch and hear, the part of the meeting that is open to the public;
 - (b) the means by which the board, board committee or body is ensuring openness, transparency, accessibility and accountability in respect of the meeting.
- (5) A board, board committee or body may pass a resolution under subsection (4) in reference to a specific meeting or, if the same circumstances apply, more than one meeting.
- (6) 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 unless a board, board committee or body proceeds by using electronic or other communication facilities as described in subsection (3) of this section, in which case those paragraphs apply.
- (7) 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, 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 Vancouver council or the body by means of electronic or other communication facilities.
- (2) A member of the Vancouver council or of a 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) When conducting a meeting under subsection (1), the Vancouver council or a body must use best efforts to use electronic or other communication facilities that allow members of the public to hear, or watch and hear, the part of the meeting that is open to the public.
- (4) If the Vancouver council or a body does not use electronic or other communication facilities as described in subsection (3), the Vancouver council or the body must state the following, by resolution:
- (a) the basis for not using electronic or other communication facilities that allow members of the public to hear, or watch and hear, the part of the meeting that is open to the public;
 - (b) the means by which the Vancouver council or the body is ensuring openness, transparency, accessibility and accountability in respect of the meeting.
- (5) The Vancouver council or a body may pass a resolution under subsection (4) in reference to a specific meeting or, if the same circumstances apply, more than one meeting.

- (6) Section 2 (2) (c) and (d) [*electronic meetings authorized*] of the City of Vancouver Council Electronic Meetings Regulation, B.C. Reg. 42/2012, does not apply in respect of a meeting conducted by means of electronic or other communication facilities under this section unless the Vancouver council or a body proceeds by using electronic or other communication facilities as described in subsection (3) of this section, in which case those paragraphs apply.
- (7) This section applies despite
 - (a) section 164.1 [*meeting procedures*] of the *Vancouver Charter*,
 - (b) the City of Vancouver Council Electronic Meetings Regulation, 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 of an improvement district board, 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) When conducting a meeting under subsection (1), an improvement district board or committee of an improvement district board must use best efforts to use electronic or other communication facilities that allow members of the public to hear, or watch and hear, the part of the meeting that is open to the public.
 - (4) If an improvement district board or committee of an improvement district board does not use electronic or other communication facilities as described in subsection (3), the improvement district board or committee of an improvement district board must state the following, by resolution:
 - (a) the basis for not using electronic or other communication facilities that allow members of the public to hear, or watch and hear, the part of the meeting that is open to the public;
 - (b) the means by which the improvement district board or committee of an improvement district board is ensuring openness, transparency, accessibility and accountability in respect of the meeting.
 - (5) An improvement district board or committee of an improvement district board may pass a resolution under subsection (4) in reference to a specific meeting or, if the same circumstances apply, more than one meeting.
 - (6) 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 the 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) When conducting a meeting under subsection (1), a trust body or board of variance must use best efforts to use electronic or other communication facilities that allow members of the public to hear, or watch and hear, the part of the meeting that is open to the public.
 - (4) If a trust body or board of variance does not use electronic or other communication facilities as described in subsection (3), the trust body or board of variance must state the following, by resolution:
 - (a) the basis for not using electronic or other communication facilities that allow members of the public to hear, or watch and hear, the part of the meeting that is open to the public;
 - (b) the means by which the trust body or board of variance is ensuring openness, transparency, accessibility and accountability in respect of the meeting.
 - (5) A trust body or board of variance may pass a resolution under subsection (4) in reference to a specific meeting or, if the same circumstances apply, more than one meeting.
 - (6) 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 if the bylaw is made in relation to
- (a) the following sections of the *Community Charter*:
 - (i) section 165 [*financial plan*];
 - (ii) section 177 [*revenue anticipation borrowing*];
 - (iii) section 194 [*municipal fees*];
 - (iv) section 197 [*annual property tax bylaw*];
 - (v) section 200 [*parcel tax bylaw*];
 - (vi) section 202 [*parcel tax roll for purpose of imposing tax*];
 - (vii) section 224 [*general authority for permissive exemptions*];

- (viii) section 226 [*revitalization tax exemptions*];
- (ix) section 235 [*alternative municipal tax collection scheme*], and
- (b) tax sales, as referred to in Divisions 4 [*Annual Tax Sales*] and 5 [*Tax Sale Redemption Periods*] of the Local Government Finance (COVID-19) Order made by MO 159/2020, or otherwise under Division 7 [*Annual Municipal Tax Sale*] of Part 16 [*Municipal Provisions*] of the *Local Government Act*.

Division 5 – Public Hearings

Public hearings – Local Government Act

- 13** (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

- 14** (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

- 15**
- (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.



August 13, 2020

To: All local government clerks and corporate officers

Re: Update about Order of the Provincial Health Officer on Gatherings and Events and Ministerial Order M192

The purpose of this circular is to provide an update about the recently issued *Order of the Provincial Health Officer on Gatherings and Events* (Order) and an overview of *Ministerial Order M192 – Local Government Meetings & Bylaw Process* (Order M192) and their implications for local government operations.

We recognize the changes brought about by both the Provincial Health Officer (PHO) Order and Order M192 may require extra effort from local government staff, clerks and corporate officers as local governments transition to restart and we appreciate and thank you for the work you have done during this unprecedented time.

Provincial Health Officer Order

On August 7, 2020 the [Order of the Provincial Health Officer on Gatherings and Events](#) was issued. Under the Order, event organizers must limit all in-person public gatherings, including local government meetings and public hearings to no more than 50 people.

In addition to complying with previously established physical distancing and hand sanitization practices, local government are now required to collect the first and last names and telephone number, or email address of every person who attends a local government meeting or public hearing in-person.

Local governments must retain the contact information required by the PHO for 30 days, in case there is a need for contact tracing on the part of the medical health officer, in which case the local government must provide that information to the medical health officer.

The contact information collected by local governments under the Order is subject to *Freedom of Information and Protection of Privacy Act* requirements as well as any internal document retention policies and practices a local government may have in place.

Ministerial Order M192

On June 17, 2020 Order M192 on local government meetings and bylaw process was signed, repealing and replacing M139. Order M192 transitions local governments back to operating under the normal legislative rules and requirements, while balancing the health and safety recommendations of the PHO and WorkSafeBC. Order M192 and guidance materials developed by the Ministry of Municipal Affairs and Housing (Ministry) also support the principles of openness, transparency, accountability and accessibility, which are fundamental to British Columbia's local government system.

The main changes in Order M192 relate to public attendance at open meetings, electronic meetings, and timing requirements for passing bylaws.

We encourage local governments to consider what steps they can take to accommodate in-person attendance at open meetings or provide a space where the public can hear the meeting to understand the local government decision-making process.

We recognize that the capacity, technology and space available to local governments to conduct meetings in-person and/or electronically differs across the province and have therefore intended that Order M192 provide flexibility to local governments to decide what will work best for their community as they continue to reopen under Phase 3 of the BC Restart Plan.

Public Attendance at Open Meetings

Under Order M192, local governments may decide when they are ready to safely provide in-person public attendance at open meetings. We encourage local governments to consider a phased approach to making "best efforts" to provide public access to open meetings if needed.

A phased approach may include providing limited public access initially to open meetings, exploring other meeting venues and working toward providing added options (e.g. teleconferences or live streaming) for the public to participate in meetings if in-person attendance can't be accommodated under the PHO requirement that no more than 50 people be present.

As part of the local government decision-making process, there are several factors a council or board may want to consider when preparing to hold in-person meetings, including:

- whether the chosen venue has an HVAC system or provides for fresh air exchange (e.g. open windows/doors);
- posting the COVID-19 safety plan at the venue (consider also posting it at the public notice posting place and local government website);
- establishing a process for collecting and safely retaining the first and last names and telephone number, or email address of every person who attends an open meeting in-person;
- the wearing of face masks by elected officials, staff and members of the public when physical distancing is not practical;

- having a greeter at the entrance informing the public about established safety protocols, including hand washing or sanitization, physical distancing and using a face mask where physical distancing is not practical or if they are concerned for their personal well-being;
- posting occupancy limits (no more than 50 persons) based on the PHO Order requirements and WorkSafeBC recommendation and guidelines;
- implementing separate entrances and exit points to control the flow of people through the venue; and,
- ensuring washrooms are supplied with soap, water and drying materials so visitors can wash their hands. Limit the number of people at a time in public washrooms and establish how often cleaning and disinfection will take place.

If, after developing a plan for meetings, a local government is unable to accommodate in-person public attendance, Order M192 requires the local government to pass a resolution to provide a rationale for the continued need to meet without the public present. The local government must also describe what measures are being taken to meet the principles of openness, transparency, and accessibility. The resolution may apply to one meeting or to multiple meetings if the same circumstances apply.

Electronic Meetings

Order M192 continues to make it easier for elected officials to meet through electronic mediums while allowing local governments to conduct their day-to-day business as they follow PHO requirements and WorkSafeBC recommendations and guidelines.

If a local government meeting is held electronically, we encourage local governments to explore whether they can provide facilities large enough to allow for physical distancing and, if possible, locations with HVAC systems or those that provide for fresh air exchange to that enable the public to listen to or watch and listen to the meeting. This may include exploring another space at the municipal or board office or another facility where the public could attend to listen to, or watch and listen to, the meeting using available technology.

We recognize that not all local governments have access to the space or technology to accommodate the public to listen to or watch and listen to a meeting. Order M192 provides flexibility so that local governments can pass a resolution providing the reasons for being unable to provide a facility that enables the public to listen to or watch and listen to the meeting if this is the case. The local government must also describe what measures are being taken to meet the principles of openness, transparency, and accessibility in respect of the meeting.

Public Hearings

Public hearings are separate from council and board meetings and are addressed accordingly under Division 5 of Order M192. Under Order M192, a council, board or local trust committee of the Islands Trust may conduct a public hearing by electronic or other communication facilities. These provisions provide local governments and the Islands Trust with another tool to hold public hearings while complying with the PHO Order on gatherings and events.

It is up to each local government to decide which format of public hearing is best suited to its circumstances, whether it be electronic, in-person or a combination of both. Many of the considerations that apply to in-person open meetings would also be applicable to public hearings held in-person. In-person public hearings are subject to both Order M192 and the PHO Order limiting the number of people in attendance and collecting (and retaining for 30 days) the contact information of those present.

For more information about public hearings under the Order M192 please see “Guidance for the conduct of public hearings under Ministerial Order M192” available at on the Ministry’s website: <https://www2.gov.bc.ca/gov/content/governments/local-governments/governance-powers/covid-19>.

Timing Requirements for Bylaw Passage

Order M192 repeals the authority for the expedited bylaw passage which authorized bylaw adoption in the same day as third reading for regional districts and the Islands Trust. Order M192 narrows the eligibility for expedited single-day bylaw adoption to certain bylaws that are key to the financial health and operation of municipalities (e.g. Financial Plan, Annual Property Tax, Revitalization Tax Exemption).

Municipalities can continue to pass certain bylaws, described in Order M192, in a single day to ensure that they are resilient and flexible in a time of economic disruption and fiscal uncertainty. The changes ensure that councils are operating under the principles of good governance, public process, transparency and accountability.

Key Resources

- The [PHO](#) has issued Public Health Orders and developed guidance materials for different sectors, which local governments must consider as they develop plans.
- The [BCCDC](#) is the primary source for COVID-19 health information, including prevention and risk information and commonly asked questions.
- [WorkSafeBC](#) has developed industry-specific safety information including a general guide to reducing risk that may be useful for local governments developing plans for holding in-person events.
- The [WorkSafeBC COVID-19 Safety Plan](#) template may serve as a useful starting point for local governments to develop plans for in-person events.

Conclusion

We appreciate that local governments in B.C. are addressing many competing issues as we move through this unprecedented time. The Province will continue to work collaboratively with local governments to ensure the needs of elected officials, local government staff and the public are balanced. As COVID-19 is an evolving issue, the Province will continue to monitor the effects of these measures, consider what other measures may be required and provide updates of actions taken to support local governments.

The Ministry will be reaching out to local governments with a survey to understand their experiences working under the Ministerial Orders. The information received from local governments will assist the Ministry in better understand how current measures are working and what addition measures may be needed moving forward.

The focus of the survey will be to gather information about:

- how councils and boards are holding open meetings and public hearings (e.g. electronically, in-person or both);
- the technology and resources being utilized by local governments for meetings and public hearings;
- whether there are challenges related to local government procedure bylaws arising under Order M192; and;
- identifying any challenges or concerns local governments may be facing and possible solutions to those issues.

If you have any questions regarding this circular, Order M192, the PHO Order, or the survey, I encourage you to contact our Governance and Structure Branch. You can reach Governance and Structure Branch staff by phone at: 250 387-4020 or email at: LGGovernance@gov.bc.ca.

We thank local governments for their support and cooperation throughout this process.

Sincerely,

A handwritten signature in dark ink, appearing to read 'Tara Faganello', with a stylized, cursive script.

Tara Faganello
Assistant Deputy Minister and Inspector of Municipalities
Local Government Division
Ministry of Municipal Affairs and Housing

Tel: 604-273-5722 | **Fax:** 604-273-5762 | **Toll Free:** 1-866-273-5766 | **Toll Free Fax:** 1-866-273-5762
105 - 21900 Westminster Hwy., Richmond, BC V6V 0A8
info@apbc.ca | www.apbc.ca

September 10, 2020

To: BC Mayors and Councillors

Re: Emergency Paramedics and Dispatchers: Who we are and what we do!

Dear Mayor & City Councillors;

In BC, over 4500 Paramedics and 270 Medical Dispatchers work 24 hours a day, 365 days a year to keep our communities healthy and safe. As leaders in emergency prehospital care, allies in healthcare and professionals in our communities, Paramedics and Medical Dispatchers are a quintessential resource for municipalities in BC.

The field of Paramedicine has evolved from a traditional response of unscheduled emergencies to a robust and multi-disciplined practice encompassing public safety, emergency first response, scheduled and acute transport, and community-based health innovation. As experts in emergency management, Paramedics are uniquely qualified to assist in emergency prevention culminating in a dynamic and versatile skillset that transcends conventional public sectors. Engaged as a mutual stakeholder in both public safety and healthcare, Paramedics are able to provide relief to healthcare systems and infrastructures operating at or above capacity within BC communities as specialists in emergency response and preventative healthcare.

As the world evolves and adapts to the universal consequences and reality of Covid-19, our leaders continue to manage an ongoing opioid epidemic amidst a global pandemic with the constant threat of seasonal natural disasters (such as wildfires and flooding). A unique set of circumstances requires a unique response and BC Paramedics and Medical Dispatchers are always ready to respond.



What can Paramedics do in YOUR community?

Paramedics in BC provide a variety of services to support community health and safety. Through a multitude of specialties and license levels BC Paramedics are there for you.

- Primary Care Paramedic
- Advanced Care Paramedic
- Critical Care Paramedic
- Paramedic Specialists
- Community Paramedics
- Emergency Medical Dispatch and Call-taking

Our resources are available by land, sea or sky.

- Ambulances
- Paramedic Response Units

- Fixed-wing Aircraft
- Helicopters
- Boats

Services Paramedics can provide:

- Emergency medical first response
- Scheduled and acute transport of ill and injured patients
- Province-wide service ensuring access to healthcare in hard to reach communities
- Provision of primary health care in communities experiencing service delivery gaps
- Community based care for elderly, indigenous, at risk or vulnerable populations
- Immunization clinics, Covid-19 testing and contact tracing for Covid-19
- Emergency management including planning, preparedness and response
- Emergency Medical Dispatch and Call-taking, providing over the phone medical assistance until resources arrive at the patient's side

How can you ensure YOUR community's needs are met?

As municipal and community leaders, you have a critical role in the decisions being made about healthcare services and public safety within your community. You know the needs of your community better than anyone else. We want to work with you!

Visit www.apbc.ca and check out what resources are currently available in your community. Our comprehensive resource list includes every Ambulance Station in British Columbia along with the current resources available in each of those communities.

We welcome the opportunity to discuss your community specific Public Safety, Ambulance Service and healthcare needs, challenges, gaps and paramedic services. Please visit our virtual booth at UBCM, we will be available to live chat.

We ask that you write both the Health Minister and Health Critic to advocate for enhanced paramedic services and healthcare in your community.

Again, we encourage you to come visit us virtually if you have any questions about Paramedic Services in your community. Alternatively, feel free to contact myself at (250) 250-319-4713 or troy.clifford@apbc.ca or info@apbc.ca either leading up to, during or post UBCM.

Thank you for your time, see you virtually at UBCM!

Sincerely,



Troy Clifford
Provincial President
Ambulance Paramedics and Emergency Dispatchers of BC
CUPE Local 873

TC/sd/MoveUp



September 2, 2020

Dear Mayor and Council,

Re: Observation of the UN International Day of Older Persons -October 1st

Established in 1950, the Council of Senior Citizens' Organizations (COSCO) of BC is an umbrella, volunteer run organization made up of many seniors' organizations and individual associate members. Registered under the Societies Act since 1981, COSCO has grown and now represents approximately 80,000 seniors in BC.

Our mandate is to promote the well-being of seniors and their families, advocating for policies that allow seniors to remain active, independent, and fully engaged in the life of our province. The organization is non-partisan, but politically active, advocating for seniors' needs no matter who is in power. Our motto is "Plan with seniors not for them".

COSCO invites you, the civic leaders to help celebrate the

UN International Day of Older Persons (UNIDOP) 2020

Theme: "Pandemics: Do They Change How We Address Age and Aging?"

"The year 2020 marks the 75th Anniversary of the United Nations and the 30th Anniversary of the International Day of Older Persons (UNIDOP). This year has also seen an emergence of COVID-19, that has caused an upheaval across the world. Considering the higher risks confronted by older persons during the outbreak of pandemics such as COVID-19, policy and programmatic interventions must be targeted towards awareness of their special needs. Recognizing older persons contributions to their own health and the multiple roles they play in the preparedness and response phases of current and future pandemics is also important." (United Nations For Ageing)

"The UNIDOP 2020 event will also promote the *Decade of Healthy Ageing* (2020-2030) and help to bring together UN experts, civil society, government and the health professions to discuss the five strategic objectives of the *Global Strategy and Action plan on Aging and Health* while noting the progress and challenges in their realization." (United Nations For Ageing)

"The objectives of UNIDOP 2020 are to:

- 1) Inform participants about the strategic objectives for the Decade of Healthy Ageing
- 2) Raise awareness of the special health needs of older persons and of their contributions to their own health and to the functioning of the societies in which they live
- 3) Increase awareness and appreciation of the role of the health care workforce in maintain-

ing and improving the health of older persons, with special attention to the nursing profession

- 4) Present proposals for reducing the health disparities between older persons in the developed and developing countries, so as to “Leave no one behind”
- 5) Increase understanding of the impact of COVID-19 on older persons and its impact on health care policy, planning, and attitudes.” (United Nations For Ageing)

Two ways that we ask you to consider to celebrate the IDOP are:

- 1) Publicly proclaim/declare your support of the IDOP 2020 (Please refer to attached sample proclamation.)
- 2) Prominently display the UNIDOP flag for October 1st 2020 if you have one

We are pleased that for the past two years, the Province of British Columbia proclaimed that October 1st would be known as “International Day of Older Persons”. They have been asked by COSCO to do so again this year. We would like the BC city, township, village and district councils to follow suit. For those councils that are able, declarations are preferred over proclamations as they are ongoing. Please let us know if your council has already made a declaration in the past and if you will be making either an IDOP proclamation or declaration for IDOP 2020 and if you will be flying the UNIDOP flag this year.

If there is any question about this request, please contact Agnes Jackman at cell# 604-376-5188; 821 20th Street, New Westminster, BC, V3M 4W7; or agnes.jackman@gmail.com.

Thank you for your consideration.

Yours truly,

Agnes Jackman, Board Member, COSCO

United Nations International Day of Older Persons, October 1, 2020

Draft Proclamation:

WHEREAS this 30th Anniversary of the United Nations International Day of Older Persons (UNIDOP) celebrates the importance of the 72nd anniversary of the Universal Declaration of Human Rights and reaffirms the commitment to promoting the full and equal enjoyment of all human rights and fundamental freedoms by older persons, and

WHEREAS the 2020 International Day of Older Persons has as its theme “Pandemics: Do They Change How We Address Age and Aging?” and focuses on raising awareness of the needs of older persons and of their contributions to their own health and to the functioning of the societies in which they live, and

WHEREAS growing older does not diminish a person’s inherent dignity and fundamental rights, and

WHEREAS more than 40 years after the adoption of the Universal Declaration of Human Rights, issues of human rights for older persons were taken up in 1991 in the formulation of the United Nations Principles for Older Persons, which provided guidance in the areas of independence, participation, care, self-fulfillment and dignity, and

WHEREAS in 2002, governments for the first time agreed to link questions of aging to other frameworks for social and economic development and human rights, and

WHEREAS the interdependence between older persons’ social integration and the full enjoyment of their human rights cannot be ignored, as the degree to which older persons are socially integrated will directly their dignity and quality of life;

NOW KNOW YE THAT, We do by these presents proclaim and declare that October 1, 2020 shall be known as

“International Day of Older Persons”

in the _____.

Respectfully submitted by,
Agnes Jackman, COSCO Board Member



Jonathan X. Côté
Mayor

September 15, 2020

The Honourable John Horgan, MLA
Premier of British Columbia
West Annex, Parliament Buildings
Victoria, BC V8V 1X4

Via Email: Premier@gov.bc.ca

Dear Premier,

Re: Universal access to no-cost prescription contraception

At a meeting on September 14, 2020, New Westminster City Council passed the following resolution:

WHEREAS cost is a significant barrier to people accessing contraception, particularly to people with low incomes, youth, and people from marginalized communities; and

WHEREAS providing free prescription contraception has been shown to improve health outcomes for parents and infants by reducing the risks associated with unintended pregnancy, and is likely to reduce direct medical costs on the provincial health system; and

WHEREAS contraceptive methods such as condoms or vasectomies are available at low cost, no cost, or are covered by BC's Medical Services Plan, whereas all contraceptive methods for people with uteruses (such as birth control pills, intrauterine devices, or hormone injections) have high up-front costs, making access to contraception unequal and gendered;

THEREFORE BE IT RESOLVED

THAT the City of New Westminster write to the Provincial Minister of Finance, the Provincial Minister of Health, the Premier of BC, and the local MLA supporting universal no-cost access to all prescription contraception available in BC under the Medical Services Plan; and

THAT this letter be forwarded to all BC municipalities asking to write their support as well.

We appreciate your consideration of this important matter.

Yours truly,



Jonathan X. Cote
Mayor

Cc: Hon. Carole James, Minister of Finance, FIN.Minister@gov.bc.ca
Hon. Adrian Dix, Minister of Health, HLTH.Minister@gov.bc.ca
Hon. Judy Darcy, MLA, New Westminster, judy.darcy.MLA@leg.bc.ca
Jas Johal, MLA, Richmond-Queensborough, jas.johal.MLA@leg.bc.ca
All BC Municipalities

Office of the Mayor

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