REGULAR MEETING OF COUNCIL

Monday, April 12, 2021 at 1:00 PM
Fraser River Presentation Theatre
4th Floor, 20338 – 65 Avenue, Langley, BC

AGENDA

A. ADOPTION AND RECEIPT OF AGENDA ITEMS

A.1 **Regular Council Meeting - April 12, 2021**

Recommendation: That Council adopt the agenda and receive the agenda items of the Regular Council meeting held April 12, 2021.

B. ADOPTION OF MINUTES

B.1 **Regular Council Meeting - March 22, 2021**

Recommendation: That Council adopt the Minutes of the Regular Council meeting held March 22, 2021.

Attachments: B.1 03_22 Regular minutes.pdf

C. DELEGATIONS

C.1 **Ajay Gill**
File 0550-07

Recommendation: Request by Ajay Gill, to appear before Council to discuss developing more parks in Brookswood.

Attachments: C.1 Ajay Gill.pdf

D. PRESENTATIONS

E. REPORTS TO COUNCIL

E.1 **UBCM Strengthening Communities' Services Program**
Report 21-34
File CD 5040-03

Recommendation: That Council authorize staff to submit a grant application to the UBCM Strengthening Communities' Services Program and indicate support for related proposed programming activities.

Attachments: E.1 cd UBCM Strengthening Communities' Services.pdf

E.2 **Clerk's Note: Development Application Procedures Bylaw 2018 No. 5428 Amendment Bylaw 2020 No. 5615, approved by Council on April 20, 2020, allows for Written Submission Opportunities only when in person Public Input Opportunities or Public Hearings are not required pursuant to provincial regulations.**

Liquor Licence Amendment Application No. 000054
(Domaine De Chaberton Estates Ltd. / 1064 - 216 Street)
Report 21-31
File CD 10-07-0003

Recommendation: That Council consider the endorsement request for a structural change (addition of a new licenced area) for Domaine De Chaberton Estates Ltd. located at 1064 - 216 Street; and further

That Council adopt the following resolution, should it decide to endorse Domaine De Chaberton Estates Ltd.'s request:

"That Council has considered and ENDORSED the request by Domaine De Chaberton for the structural change (addition of a new licenced area) for the existing winery lounge serving Chaberton Estate Winery located at 1064 - 216 Street, Langley.

In ENDORSING this request, Council deems that it has considered and found acceptable the potential for noise and the impact on the community if the application is approved.

In ENDORSING this request, Council has considered the views of area residents expressed to Council through a written submission opportunity prior to the Council Meeting on April 12, 2021 at the Township of Langley Civic Facility (Fraser River Presentation Theatre), 20338 - 65 Avenue, Langley, BC, the minutes of which and written submissions provided by the public being attached to this resolution.

ENDORSEMENT of this request is subject to compliance with Municipal Bylaws and Policies and Liquor Control and Licensing Act Regulations."

Attachments: E.2 cd Domaine De Chaberton.pdf

E.3 **Budget Transfer Request 202A Street (7700 to 7900 Block)**
Report 21-38
File ENG 5330-23-127

Recommendation: That Council authorize the transfer of $677,692 from existing funding sources to add to a previously approved capital project to facilitate completion of 202A Street (RDS1302) to ultimate standards.

Attachments: E.3 en 202A St (7700-7900 Blk) Budget Transfer Request.pdf

E.4 2021 Capital Improvement and Community Grants
Report 21-33
File ACCI 1850-20

Recommendation: 1.0 That Council approve an amendment to the Community Grants Policy 06-022 and add a new category called "Combined Format Events" in Table A and include the following condition statement to the general and category specific policy criteria:

In years where Provincial Health Orders restrict the number of community residents that can participate in programs, projects and events organized by community organizations that is below the required minimum number of participants stipulated by grants criteria, Council may approve grants that are based on a virtual/physical combination delivery format; and furthermore

That the upper limit for the new Combined Format Events category grant be set at $5,000 and be awarded on condition that the organization provide a list of ten (minimum) local community based artists, performers and suppliers that will be paid fees with the funding received from the Township of Langley;

1.1 That Council approve payment of $10,000 under the Combined Format Events Grants category and that those funds be distributed to those organizations identified in Table A;

2.0 That Council approve an amendment to the Capital Improvement Grants Policy 06-021 to add the following definitions that will improve applicant understanding of criteria and simplify the online review process:

Capital Improvements are additions, restorations, enhancements and/or major repairs to the property and facility that support preservation, safety, and community accessibility. Replacement of interior fixtures may be considered as capital improvements when failure is imminent or beyond repair.

Capital Improvements are not chattels, equipment, appliances, furnishings, signage, public art, routine facility and property maintenance and or enhancements made for revenue generation purposes;

2.1 That Council approve payment of $51,250 under the 2021 Capital Improvements Grants category and that those funds be distributed to those organizations identified in Table B;

3.0 That Council approve a payment of $1,000, to the Fort Langley Community Association, as identified in Table C;

4.0 That Council approve payment of $46,500 under the 2021 Community Grants - General category to be distributed to those organizations identified in Table D;

5.0 That Council approve payment of $10,000 under the 2021 Major Festivals Grants category to those organizations identified in Table E, conditional on the approval of their event plans by the Emergency Operations Centre (EOC), compliance with BC Health Orders, and the events as proposed being held;

6.0 That Council approve payment of $5,000 under the 2021 Minor Festivals Grants category to those organizations identified in Table E2, conditional on the approval of their event plans by the Emergency Operations Centre (EOC), their compliance with BC Health Orders, and the events as proposed being held;

7.0 That Council approve payment of $17,500 under the 2021 Community Grants - Banners category and that those funds be distributed to those groups as identified in Table F;

8.0 That Council approve payment of $17,000 from 2021's funding allocations for graduating high school students to be distributed under the 2022 Community Grants - Scholarships - Public Schools category as identified in Table G;

That Council approve payment of $4,000 from 2021's funding allocations for graduating independent high school students to be distributed under the 2022 Community Grants - Scholarships - Independent Schools category as identified in Table G2;

9.0 That Council approve payment of $2,000 representing $250 to each of eight (8) Langley secondary school applications from 2021's funding allocations in support of the 2022 Dry Grads category as identified in Table G3;

10.0 That Council approve payment of $1,500 in the Ceremonial Fly-By Category as identified in Table H; and

11.0 That Council review the applications, not having met grants criteria identified as "To Be Determined by Council" in Table I, and provide funding decisions and authorize staff to adjust funding amounts accordingly.

Attachments: E.4 acci 2021 Grants Report to Council.pdf

F. BYLAWS FOR FIRST AND SECOND READING

F.1 **Rezoning Application No. 100606 and Development Permit Application No. 101162 (1151245 BC Ltd. / Flat Architecture Inc. / 20276 - 72B Avenue)**
Bylaw No. 5688
Report 21-37
File CD 08-23-0199

Recommendation: That Council give first and second reading to Township of Langley Zoning Bylaw 1987 No. 2500 Amendment (1151245 BC Ltd.) Bylaw 2021 No. 5688 rezoning 0.44 ha (1.1 ac) of land located at 20276 - 72B Avenue to Comprehensive Development Zone CD-132, to facilitate the development of 66 condominium units, subject to the following development prerequisites being satisfied to acceptance of the Township of Langley General Manager of Engineering and Community Development, unless otherwise noted prior to final reading:

1. A Servicing Agreement being entered into with the Township to secure required road and utility upgrades and extensions in accordance with the Township's Subdivision and Development Servicing Bylaw;
2. Provision of any road dedications, widenings, and necessary traffic improvements for the south half of 72B Avenue in accordance with the Township's Master Transportation Plan, Subdivision and Development Servicing Bylaw and the Central Gordon Estate Neighbourhood Plan;
3. Submission of an erosion and sediment control plan in accordance with the Erosion and Sediment Control Bylaw;
4. Registration of a statutory right-of-way for construction of a 3.5 m greenlink along the eastern boundary, including final acceptance of the greenway landscape design plans, sidewalk/trail alignment, signage, landscape details and security;
5. Provision of a final tree management plan incorporating tree retention, replacement, protection details, and security in compliance with Subdivision and Development Servicing Bylaw (Schedule I - Tree Protection);
6. Compliance with Age Friendly Amenity Area requirements;
7. Acceptance of final landscape drawings;
8. Registration of a restrictive covenant identifying the units (10% of apartment units) required in accordance with the Schedule 2 - Adaptable Housing Requirements of the Township's Official Community Plan;

9. Registration of an access easement in favour of 20267 - 72 Avenue;
10. Compliance with the Community Amenity Contributions Policy, Willoughby Arterial Road Completion Amenity Policy if applicable, and the requirements of the Central Gordon Estate Greenway Amenity Policy, and the Township's 5% Neighbourhood Park Land Acquisition Policy; and
11. Payment of applicable Neighbourhood Planning Administration fees, supplemental Rezoning fees, Site Servicing Review fee, ISDC review fee, Development Works Agreement (DWA) and Latecomer charges; and

That Council at time of final reading of Rezoning Bylaw No. 5688 authorize issuance of Development Permit No. 101162 subject to the following conditions:

a. Building plans in substantial compliance with Schedule "A";
b. Landscape plans being in substantial compliance with Schedule "B" and in compliance with the Township's Street Tree and Boulevard Planting Policy and Age Friendly Amenity Area requirements;
c. Provision of a final tree management plan incorporating tree retention, replacement, protection details, and security in compliance with the Township's Subdivision and Development Servicing Bylaw (Schedule I - Tree Protection);
d. All signage being in compliance with the Township's Sign Bylaw;
e. Requiring rooftop mechanical equipment to be screened from view; and
f. All refuse areas to be located in an enclosure and screened.

Although not part of the Development Permit requirements, the applicant is advised that prior to issuance of a building permit, the following items will need to be finalized:

a. Completion of an erosion and sediment control plan and provision of security in accordance with the Erosion and Sediment Control Bylaw;
b. Completion of a site servicing and stormwater management plan in accordance with the Subdivision and Development Servicing Bylaw;
c. On-site landscaping to be secured by letter of credit at building permit stage;
d. Written confirmation from the owner and landscape architect or arborist that tree protection fencing identified in the tree management plan is in place; and

e. Payment of supplemental development permit application fees, Development Cost Charges, and building permit administration fees; and further

That Council authorize staff to proceed with the written submission opportunity notice prior to Council's consideration of third reading of Rezoning Bylaw No. 5688 in conjunction with Development Permit No. 101162.

Explanation - Bylaw No. 5688

Bylaw 2021 No. 5688 rezones 0.4 ha (1.1 ac) of land located at 20276 - 72B Avenue from Suburban Residential Zone SR-2 to Comprehensive Development Zone CD-132 to accommodate 66 apartment units.

Attachments: F.1 cd 1151245 BC Ltd.pdf

G. BYLAWS FOR FIRST, SECOND, THIRD READING, AND FINAL ADOPTION

G.1 **2021 Local Area Service Tax Bylaw**
Bylaw No. 5699
Report 21-32
File FIN 1970-09

Recommendation: That Council give first, second, third reading, and final adoption to "Local Area Service Fort Langley Underground Conversion of Existing Overhead Wiring Tax Bylaw 2021 No. 5699".

Explanation - Bylaw No. 5699

Bylaw 2021 No. 5699 provides for the imposition of local area service tax for those properties on Glover Road and Mavis Avenue affected by the Fort Langley underground conversion of existing overhead wiring. The local area service project for the underground conversion was undertaken and completed pursuant to "Local Area Service (Glover Road and Mavis Avenue Underground Conversion of Existing Overhead Wiring) Construction Bylaw 2021 No. 4959.

Clerk's Note: Ministerial Order 192 continues to allow for third reading and final adoption on the same day for Parcel Tax Bylaws.

Attachments: G.1 fin LAS Tax Bylaw.pdf

H. BYLAWS FOR CONSIDERATION AT THIRD READING

I. BYLAWS FOR FINAL ADOPTION

I.1 **Fire Prevention Bylaw**
Bylaw No. 5690
Bylaw No. 5700
Report 21-26
File PS 3500-25

Recommendation: That Council give final reading to "Fire Prevention Bylaw 2021 No. 5690"; and

"Bylaw Notice Enforcement Bylaw 2008 No. 4703 Amendment Bylaw 2021 No. 5700".

Explanation - Bylaw No. 5690

Bylaw 2021 No. 5690 repeals and replaces Fire Prevention Bylaw 2013 No. 4956. The primary focus is to regulate fire prevention and suppression, specifically dealing with fire risk, alarms, hazardous activities, fire emergency planning, signage, egress, flammable and combustible liquids, fire hydrants and connections, open air burning, fees, costs and enforcement.

All references to fees and charges pertaining to fire prevention are located in the Township of Langley Fees and Charges Bylaw 2007 No. 4616, as amended.

This Bylaw is enforceable by the bylaw offence notices pursuant to the Township of Langley Bylaw Notice Enforcement Bylaw 2008 No. 4703, as amended.

Explanation - Bylaw No. 5700

Bylaw 2021 No. 5700 updates Bylaw Notice Enforcement Bylaw 2008 No. 4703 to update the offences descriptions and bylaw section cross references to the new Fire Prevention Bylaw 2021 No. 5690 which replaced Fire Prevention Bylaw 2013 No. 4956.

Attachments: I.1 2021 Fire Prevention Bylaw.pdf

J. CORRESPONDENCE

J.1 **Request to Waive Development Cost Charges**
File 6410-01

Recommendation: That Council receive the letter from Dean and Nisha Ganchar, and Tony and Carolyn Wheeler, requesting the Development Cost Charges be waived for the strata lot to fee simple lot conversion for properties located at 23668 and 23676 - 36A Avenue.

Attachments: J.1 Request to Waive DCCs.pdf

J.2 **Langley Memorial Hospital Foundation - Grant Request**
File 1850-01

Recommendation: That Council receive the letter from Heather Scott, Executive Director, Langley Memorial Hospital Foundation, requesting a grant to cover the portion of the 2021 municipal taxes on the Foundation's property, Lot 4 (East Parking Lot), that is not exempt (approximately $13,000).

Attachments: J.2 LMHF grant req municipal tax.pdf

In an effort to make the community aware, the following proclamations have been requested:

J.3 **Day of Mourning**
File 0630-01

Recommendation: That Council receive the letter from Janet Andrews, Secretary-Treasurer, New Westminster & District Labour Council (NWDLC), requesting April 28, 2021 be proclaimed Day of Mourning for Workers Killed and Injured on the Job. The NWDLC also requests Council observe one minute of silence in Council Chambers on/or before April 28, 2021.

Clerk's Note: A representative for the New Westminster & District Labour Council will appear before Council as a delegation at the April 26, 2021 Regular Council meeting. Policy No. 01-024 Approved by Council, September 18, 2000: No vote or action to be taken on proclamation requests.

Attachments: J.3 Day of Mourning.pdf

J.4 **Post Traumatic Stress Disorder (PTSD) Awareness**
File 0630-01

Recommendation: That Council receive the correspondence from Debbie White, requesting that June be proclaimed Post Traumatic Stress Disorder (PTSD) Awareness month.

Clerk's Note: Policy No. 01-024 Approved by Council, September 18, 2000: No vote or action to be taken on proclamation requests.

Attachments: J.4 PTSD Awareness.pdf

J.5 **MS Awareness**
File 0630-01

Recommendation: That Council receive the correspondence from Patricia Wilson, requesting that May be proclaimed MS Awareness month, the MS Society Flag be flown from Township offices and that a landmark building/location be lit up in red for May 30, 2021.

Clerk's Note: Policy No. 01-024 Approved by Council, September 18, 2000: No vote or action to be taken on proclamation requests. Policy No. 01-036 approved by Council, December 3, 2018: The Township of Langley does not permit the flying of any guest flags or banners on flagpoles on Township of Langley buildings or properties, including, without limitation, flags of other sovereign nations, non-profit societies, and other local organizations.

Attachments: J.5 MS Awareness Month.pdf

K. MINUTES OF COMMITTEES

K.1 **Heritage Advisory Committee - March 3, 2021**
Tree Protection Advisory Committee - March 16, 2021
Seniors Advisory Committee - March 17, 2021
Parcel Tax Roll Review Panel - March 18, 2021
File 0540-20

Recommendation: That Council receive the Minutes of the Council Advisory Committee meetings as listed above.

Attachments: K.1 Committee Minutes.pdf

L. MAYOR AND COUNCIL REPORT

M. METRO VANCOUVER AND OTHER REGIONAL COMMITTEE REPRESENTATIVES REPORT

N. ITEMS BROUGHT FORWARD FOR PUBLIC INFORMATION FROM SPECIAL CLOSED MEETINGS

The following item has been brought forward from the March 8, 2021 Special Closed Council meeting for public information:

N.1 **Community Arbour Day 2021**

Recommendation: Whereas the Township of Langley will be planting trees for the annual Arbour Day celebration; and

Whereas Council may direct staff to arrange commemorative tree plantings for the following individuals at the 2021 Community Arbour Day celebration;

Therefore be it resolved that funds derive from Council Contingency at a cost of $500 per tree for the below named individuals.

1. Grant Ward
Former Township of Langley Councillor

2. Wayne Carpenter
Dedicated community volunteer

3. Jennifer and Marshall Cronkhite
Dedicated community volunteers

4. Joanne Gammer
Philanthropist and long-time business owner

5. Robert and Donna Wenman
*Robert: Former Member of the Legislative Assembly for Fraser Valley West and Former Member of Parliament
CARRIED

Section 90(1) (a) Personnel

O. OTHER BUSINESS

Mayor Froese presented the following Notice of Motion within the deadlines according to Council's policy:

O.1 Online Developer held Public Information Meetings

Recommendation: Whereas in April 2020, in order to ensure public health and safety in compliance with health authority guidelines in the context of the COVID-19 Pandemic, Council directed staff to temporarily suspend the requirements for developers to hold Public Information Meetings prior to a development application proceeding to Council for consideration;

Whereas there has been significant learning and public acceptance of online meetings over the past year; and

Whereas public engagement is an important aspect of local government proceedings generally and provides for a strong foundation early in the process for development applications specifically,

Therefore be it resolved that Council direct staff to prepare an amendment for Developer Held Public Information Meetings during the COVID-19 Pandemic, in relation with development applications pursuant to Policy 07-164, prior to such applications advancing to Council, effective immediately, based on a virtual format using generally accepted platforms.

Attachments: O.1 07-164 Developer Held Public Information Meetings.pdf

P. MOTION TO RESOLVE INTO SPECIAL CLOSED MEETING

Recommendation: That Council now resolve into a Special Closed Meeting for discussion of the following items, in accordance with and as identified under Section 90 of the Community Charter:

Item A.1 - Section 90(1) (n) Consideration;
Item E.1 - Section 90(1) (e) Property; (k) Negotiations;
Item E.2 - Section 90(1) (e) Property; (k) Negotiations;
Item F.1 - Section 90(1) (c) Labour Relations;
Item F.2 - Section 90(1) (c) Labour Relations;
Item F.3 - Section 90(1) (a) Personnel;
Item F.4 - Section 90(1) (a) Personnel;
Item F.5 - Section 90(1) (e) Property; and
Item H.1 - Section 90(1) (k) Negotiations.

Q. TERMINATE

Township of Langley
Est. 1873

REGULAR MEETING OF TOWNSHIP COUNCIL

Monday, March 22, 2021 at 1:06pm
Fraser River Presentation Theatre
4th Floor, 20338 – 65 Avenue, Langley, BC

M I N U T E S

Clerk's Note: The meeting was conducted with Council members and staff attending electronically as per Ministerial Order 192/2020.

PRESENT: Mayor J. Froese

Councillors P. Arnason, D. Davis, S. Ferguson, M. Kunst, B. Long, K. Richter, B. Whitmarsh, and E. Woodward

M. Bakken, S. Gamble, S. Ruff, R. Seifi, P. Tulumello, and J. Winslade

W. Bauer, S. Little, and K. Stepto

A. ADOPTION AND RECEIPT OF AGENDA ITEMS

1. Regular Council Meeting – March 22, 2021

Moved by Councillor Ferguson,
Seconded by Councillor Arnason,
That Council adopt the agenda and receive the agenda items of the Regular Council meeting held March 22, 2021.
CARRIED

B. ADOPTION OF MINUTES

1. Regular Council Meeting – March 8, 2021

Moved by Councillor Davis,
Seconded by Councillor Whitmarsh,
That Council adopt the Minutes of the Regular Council meeting held March 8, 2021.
CARRIED

C. DELEGATIONS

D. PRESENTATIONS

E. REPORTS TO COUNCIL

1. 2021 School Trustee By-Election
Report 21-29
File ADM 4200-26

Moved by Councillor Davis,
Seconded by Councillor Long,
That Council receive the 2021 School Trustee By-Election report for information.
CARRIED

2. Temporary Use Permit Application No. 000004
(Sun Life Assurance Company of Canada /
20090 – 91A Avenue)
Report 21-28
File CD 08-35-0261

Moved by Councillor Kunst,
Seconded by Councillor Davis,
That Council authorize issuance of Temporary Use Permit No. 000004 for a property located at 20090 – 91A Avenue to provide temporary use of a portion of the property as a garden supply centre, as indicated in Schedules "A" through "C", subject to the following conditions:

The temporary use shall be carried out according to the following conditions to the acceptance of the Township of Langley General Manager of Engineering and Community Development:

a. Provision of $10,000 security to ensure that the temporary use is carried out in accordance with the terms and conditions of the temporary use permit and that the temporary use is eliminated upon expiry of the permit and the use and occupancy of the Land is brought into compliance with Township of Langley Zoning Bylaw 1987 No. 2500, as amended; and
b. Subject to the issuance of a Building Permit.

CARRIED

3. Official Community Plan Amendment Application
No. 100208 (Eco Terra Concrete Solutions Inc. /
20516 – 102B Avenue)
Report 21-27
File CD 09-02-0174

Moved by Councillor Richter,
Seconded by Councillor Ferguson,
That Council NOT support the application to amend Langley Official Community Plan Bylaw 1979 No. 1842 (Rural Plan) Bylaw 1993 No. 3250.
CARRIED

E. REPORTS TO COUNCIL

4. Development Management Process Review – Implementation and Costs
Report 21-30
File CD BA000034

Moved by Councillor Whitmarsh,
Seconded by Councillor Kunst,
That Council authorize staff to proceed with the next steps, as outlined in this report, to implement the recommendations of the Mayor's Standing Committee on Development Management Process including bringing forward, where necessary, associated implementation costs for Council's consideration of approval as part of the annual budget process; and

That Council authorize staff to submit a grant application for up to $500,000 to the UBCM Local Government Development Approvals Program for improvements to existing municipal software and the purchase, installation, and training for digital drawing submission software.

MOTION DIVIDED
Moved by Councillor Woodward,
Seconded by Councillor Richter,
That the motion be divided.
CARRIED

MOTION 1
That Council authorize staff to proceed with the next steps, as outlined in this report, to implement the recommendations of the Mayor's Standing Committee on Development Management Process including bringing forward, where necessary, associated implementation costs for Council's consideration of approval as part of the annual budget process.
CARRIED

Councillor Woodward opposed

MOTION 2
That Council authorize staff to submit a grant application for up to $500,000 to the UBCM Local Government Development Approvals Program for improvements to existing municipal software and the purchase, installation, and training for digital drawing submission software.
CARRIED

F. BYLAWS FOR FIRST AND SECOND READING

G. BYLAWS FOR FIRST, SECOND AND THIRD READING

1. Fire Prevention Bylaw
Bylaw No. 5690
Bylaw No. 5700
Report 21-26
File PS 3500-25

Moved by Councillor Arnason,
Seconded by Councillor Davis,
That Council give first, second, and third reading to Fire Prevention Bylaw 2021 No. 5690; and

That Council give first, second, and third reading to Bylaw Notice Enforcement Bylaw 2008 No. 4703 Amendment Bylaw 2021 No. 5700.
CARRIED

H. BYLAWS FOR CONSIDERATION AT THIRD READING

I. BYLAWS FOR FINAL ADOPTION

1. Rezoning Application No. 100545
Development Permit Application No. 101026 and
Development Variance Permit Application No. 100112
(Qualico Developments / 7653 and 7675 – 204 Street)
Bylaw No. 5480
Bylaw No. 5505
Report 19-145
File CD 08-23-0183

Moved by Councillor Davis,
Seconded by Councillor Whitmarsh,
That Council give final reading to "Township of Langley Zoning Bylaw 1987 No. 2500 Amendment (Qualico Developments (Vancouver) Inc.) Bylaw 2019 No. 5480"; and

"Township of Langley Phased Development Agreement (Qualico Developments (Vancouver) Inc.) Bylaw 2019 No. 5505".
CARRIED

Councillor Richter opposed

Development Permit No. 101026

Moved by Councillor Whitmarsh,
Seconded by Councillor Davis,

I. BYLAWS FOR FINAL ADOPTION

That Council authorize issuance of Development Permit No. 101026 (Qualico Developments / 7653 and 7675 – 204 Street) in accordance with Attachment A subject to the following conditions:

a. An exterior design control agreement shall be entered into for all lands zoned Residential Zone R-1A and Residential Compact Lot Zones R-CL(A) and R-CL(B) ensuring that building design and site development standards are high quality, consistent and compatible with other lots and development in accordance with Section 4.2.1 of the Yorkson Neighbourhood Plan;
b. Written confirmation from owner and landscape architect or arborist that the tree protection fencing identified in the tree management plan is in place.

CARRIED

Councillor Richter opposed

Development Variance Permit No. 100112

Moved by Councillor Whitmarsh,
Seconded by Councillor Davis,
That Council authorize issuance of Development Variance Permit No. 100112 (Qualico Developments / 7653 and 7675 – 204 Street) in accordance with Attachment B subject to the following conditions:

a. Section 401.5 (1) – Siting of Buildings and Structures of Township of Langley Zoning Bylaw No. 2500 is hereby varied to reduce the minimum front line setback requirement from 6.0 metres to 2.5 metres for the principal building on proposed Lot 11, indicated on Schedule “A”;
b. Section 401.5 (1) – Siting of Buildings and Structures of Township of Langley Zoning Bylaw No. 2500 is hereby varied to reduce the minimum interior side lot line (abutting a street) setback requirement from 3.0 metres to 2.5 metres for the principal building on proposed Lot 11, indicated on Schedule “A”;
c. Section 401.5 (3) – Siting of Buildings and Structures of Township of Langley Zoning Bylaw No. 2500 is hereby varied to reduce the minimum side lot line (abutting a street) setback requirement from 4.5 metres to 2.5 metres for the accessory detached garage on proposed Lot 24, indicated on Schedule “A”;
d. Section 401.5 (3) – Siting of Buildings and Structures of Township of Langley Zoning Bylaw No. 2500 is hereby varied to reduce the minimum interior side lot line setback requirement from 0.9 metres to 0.6 metres for the accessory detached garage on proposed Lots 24 and 25, indicated on Schedule “A”.

CARRIED

Councillor Richter opposed

I. BYLAWS FOR FINAL ADOPTION

2. Rezoning Application No. 100579
Development Permit Application No. 101113
(Pollyco Yorkson Centre Inc. / 20365, 20375 and 20387 – 80 Avenue)
Bylaw No. 5612
Report 20-104

File CD 08-26-0159

Moved by Councillor Whitmarsh,
Seconded by Councillor Long,
That Council give final reading to "Township of Langley Zoning Bylaw 1987 No. 2500 Amendment (Pollyco Yorkson Centre Inc.) Bylaw 2020 No. 5612".
CARRIED

Councillors Woodward and Richter opposed

Development Permit No. 101113

Moved by Councillor Long,
Seconded by Councillor Whitmarsh,
That Council authorize issuance of Development Permit No. 101113 (Pollyco Yorkson Centre Inc. / 20365, 20375 and 20387 – 80 Avenue) in accordance with Attachment A subject to the following conditions:

a. Building plans being in substantial compliance with Schedule "A";
b. On-site landscaping plans being in substantial compliance with Schedule "B", and in compliance with Subdivision and Development Servicing Bylaw (Schedule I - Tree Protection) and the Township's Street Trees and Boulevard Plantings Policy;
c. All signage being in compliance with Schedule "A" and the Township Sign Bylaw;
d. Section 107.3 – Required Off-Street Parking Spaces of Township of Langley Zoning Bylaw No. 2500 is hereby varied to reduce the number of parking spaces required from 132 to 118; and
e. Section 107.5 (sub-section 6) – Design Criteria of Township of Langley Zoning Bylaw No. 2500 is hereby varied to increase the maximum number of permitted small car parking spaces from 20% to 22%.

Although not part of the development permit requirements, the applicant is advised that prior to issuance of a building permit, the following items will need to be finalized:

a. On-site landscaping to be secured by letter of credit at building permit stage;
b. Written confirmation from the owner and landscape architect or arborist that tree protection fencing identified in the tree management plan is in place;
c. Submission of a site specific on-site servicing and stormwater management plan in accordance with the Subdivision and

I. BYLAWS FOR FINAL ADOPTION

Development Servicing Bylaw and an erosion and sediment control plan in accordance with the Erosion and Sediment Control Bylaw, to the acceptance of the Township; and

d. Payment of supplemental development permit application fees, Development Cost Charges, and building permit administration fees.

CARRIED

Councillors Richter and Woodward opposed

3. Rezoning Application No. 100616 and
Development Permit Application No. 101133
(Pollyco (Block B) Holdings Ltd / 7980 – 206A Street)
Bylaw No. 5650
Report 20-146
File CD 08-23-0168

Moved by Councillor Long,
Seconded by Councillor Whitmarsh.
That Council give final reading to "Township of Langley Zoning Bylaw 1987 No. 2500 Amendment (Pollyco (Block B) Holdings Ltd) Bylaw 2020 No. 5650".
CARRIED

Councillors Woodward and Richter opposed

Development Permit No. 101133

Moved by Councillor Davis,
Seconded by Councillor Whitmarsh,
That Council authorize issuance of Development Permit No. 101133 (Pollyco (Block B) Holdings Ltd / 7980 – 206A Street) in accordance with Attachment A subject to the following conditions:

a. Building plans being in substantial compliance with Schedule "A";

b. Landscape plans being in substantial compliance with Schedule "B" and in compliance with the Township's Street Tree and Boulevard Planting Policy and Age Friendly Amenity Area Requirements, to the acceptance of the General Manager of Engineering and Community Development;

c. Provision of a final tree management plan incorporating tree retention, replacement and protection details in compliance with the Township's Subdivision and Development Servicing Bylaw (Schedule I – Tree Protection), to the acceptance of the General Manager of Engineering and Community Development;

d. All signage being in compliance with Schedule "A" and the Township's Sign Bylaw;

e. Rooftop mechanical equipment to be located so that it is not visible from adjacent roads or alternatively screened from view by compatible architectural treatments; and

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f. All refuse areas to be located within buildings and / or in enclosures and screened to the acceptance of the General Manager of Engineering and Community Development.

Although not part of the development permit requirements, the applicant is advised that prior to issuance of a building permit, the following items will need to be finalized:

a. Landscaping and boulevard treatment being secured by letter of credit at the building permit stage;
b. Tree retention, replacement and protection in compliance with the Township's Subdivision and Development Servicing Bylaw (Schedule I – Tree Protection) being secured by letter of credit, including payment of associated administration fees;
c. Written confirmation from owner and landscape architect or arborist that the tree protection fencing identified in the tree management plan is in place;
d. Completion of a site specific on-site servicing and stormwater management plan in accordance with the Subdivision and Development Servicing Bylaw and an erosion and sediment control plan in accordance with the Erosion and Sediment Control Bylaw, to the acceptance of the General Manager of Engineering and Community Development;
e. Payment of Development Cost Charges, supplemental development permit application fees and building permit administration fees.

CARRIED

Councillors Woodward and Richter opposed

4. Rezoning Application No. 100549
Development Permit Application No. 101039 and
(Focus Architecture Inc. / 20584 – 80 Avenue)
Bylaw No. 5519
Bylaw No. 5520
Report 19-170
File CD 08-23-0153

Moved by Councillor Ferguson,
Seconded by Councillor Davis,
That Council give final reading to "Township of Langley Zoning Bylaw 1987 No. 2500 Amendment (Focus Architecture Inc.) Bylaw 2019 No. 5519"; and

"Township of Langley Phased Development Agreement (Focus Architecture Inc.) Bylaw 2019 No. 5520".
CARRIED

Councillor Richter opposed

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Development Permit No. 101039

Moved by Councillor Arnason,
Seconded by Councillor Long,
That Council authorize issuance of Development Permit No. 101039 (Focus Architecture Inc. / 20584 – 80 Avenue) in accordance with Attachment A subject to the following conditions:

a. Building plans being in substantial compliance with Schedules "A" through "M";
b. On-site landscaping plans being in substantial compliance with Schedules "N" through "O" and in compliance with Subdivision and Development Servicing Bylaw (Schedule I - Tree Protection) and the Township's Street Trees and Boulevard Plantings Policy, to the acceptance of the Township;

Although not part of the development permit requirements, the applicant is advised that prior to issuance of a building permit, the following items will need to be finalized:

a. On-site landscaping to be secured by letter of credit at building permit stage;
b. Written confirmation form the owner and landscape architect or arborist that tree protection fencing identified in the tree management plan is in place;
c. Submission of a site specific on-site servicing and stormwater management plan in accordance with the Subdivision and Development Servicing Bylaw and an erosion and sediment control plan in accordance with the Erosion and Sediment Control Bylaw, to the acceptance of the Township; and
d. Payment of supplemental development permit application fees, Development Cost Charges, and building permit administration fees.

CARRIED

Councillor Richter opposed

5. Rezoning Application No. 100555 and
Development Permit Application No. 101052
(Shen/Fung / 20343 – 72 Avenue)
Bylaw No. 5495
Report 19-124
File CD 08-23-0186

Moved by Councillor Davis,
Seconded by Councillor Long,
That Council give final reading to "Township of Langley Zoning Bylaw 1987 No. 2500 Amendment (Shen/Fung) Bylaw 2019 No. 5495".
CARRIED

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Councillor Arnason opposed

Development Permit No. 101052

Moved by Councillor Davis,
Seconded by Councillor Kunst,
That Council authorize issuance of Development Permit No. 101052 (Shen/Fung / 20343 – 72 Avenue) in accordance with Attachment A subject to the following conditions:

a. Building plans being in compliance with Schedules “A” through “G”;
b. Landscape plans being in substantial compliance with Schedule “H” and in compliance with the Township’s Street Tree and Boulevard Planting Policy and Age Friendly Amenity Area requirements;
c. Provision of a final tree management plan incorporating tree retention, replacement and protection details in compliance with the Township’s Subdivision and Development Servicing Bylaw (Schedule I - Tree Protection);
d. All signage being in compliance with the Township’s Sign Bylaw;
e. Rooftop mechanical equipment to be screened from view by compatible architectural treatments;
f. All refuse areas to be located in an enclosure and screened; and
g. Preparation of a CPTED (Crime Prevention Through Environmental Design) report and incorporation of its recommendations into the final development design;

Although not part of the Development Permit requirements, the applicant is advised that prior to issuance of a building permit the following items will need to be finalized:

a. Payment of supplemental Development Permit application fees, applicable Development Cost Charges, and Building Permit administration fees;
b. Landscaping and boulevard treatment being secured by letter of credit at the Building Permit stage;
c. Tree retention, replacement and protection in compliance with the Township’s Subdivision and Development Servicing Bylaw (Schedule I – Tree Protection) being secured by letter of credit, including payment of associated administration fees;
d. Written confirmation from owner and landscape architect or arborist that the tree protection fencing identified in the tree management plan is in place;
e. Submission of a site specific on-site servicing and stormwater management plan in accordance with the Subdivision and Development Servicing Bylaw, and an erosion and sediment control plan in accordance with the Erosion and Sediment Control Bylaw, to

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the acceptance of the Township of Langley General Manager of Engineering and Community Development.

CARRIED

Councillor Arnason opposed

6. Rezoning Application No. 100494
Development Permit Application No. 101140 and
Development Variance Permit Application No. 100114
(Wesmont Homes (76 Avenue) Ltd. / 20525 – 76 Avenue)
Bylaw No. 5540
Report 19-199
File CD 08-23-0162

Moved by Councillor Davis,
Seconded by Councillor Long,
That Council give final reading to "Township of Langley Zoning Bylaw 1987 No. 2500 Amendment (Wesmont Homes (76 Avenue) Ltd.) Bylaw 2019 No. 5540".
CARRIED

Development Permit No. 101140

Moved by Councillor Ferguson,
Seconded by Councillor Arnason,
That Council authorize issuance of Development Permit No. 101140 (Wesmont Homes (76 Avenue) Ltd. / 20525 – 76 Avenue) (form, siting and character) in accordance with Attachment A subject to the following conditions:

a. An exterior design control agreement shall be entered into for all lands zoned Residential Zone R-1A and Residential Compact Lot Zones R-CL(A) and R-CL(B) ensuring that building design and site development standards are high quality, consistent and compatible with other lots and development in accordance with Section 4.2.1 of the Yorkson Neighbourhood Plan;
b. Building plans being in substantial compliance with Schedules "A" through "S";
c. On-site landscaping plans being in substantial compliance with Schedules "T" through "V", and in compliance with Subdivision and Development Servicing Bylaw (Schedule I - Tree Protection) and the Township's Street Trees and Boulevard Plantings Policy, to the acceptance of the Township;

Although not part of the development permit requirements, the applicant is advised that prior to issuance of a building permit, the following items will need to be finalized:

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a. Registration of party wall and common element maintenance agreements on the title of all Residential Compact Lot R-CL(SD) and R-CL(RH) zoned lots;
b. Registration of an easement securing the required visitor parking stalls for lands zoned Residential Compact Lot R-CL(SD) and R-CL(RH);
c. On-site landscaping to be secured by letter of credit at building permit stage;
d. Written confirmation from the owner and landscape architect or arborist that tree protection fencing identified in the tree management plan is in place; and
e. Payment of supplemental development permit application fees, Development Cost Charges, and building permit administration fees.

CARRIED

Development Variance Permit No. 100114

Moved by Councillor Ferguson,
Seconded by Councillor Arnason,
That Council authorize issuance of Development Variance Permit No. 100114 (Wesmont Homes (76 Avenue) Ltd. / 20525 – 76 Avenue) (siting variance) in accordance with Attachment B subject to the following conditions:

a. Section 401.5 (1) – Siting of Buildings and Structures of Township of Langley Zoning Bylaw No. 2500 is hereby varied to reduce the minimum front lot line setback requirement from 6.0 metres to 2.5 metres for the principal building on proposed Lots 7, 8, 11, and 12.

CARRIED

7. Official Community Plan Amendment and
Rezoning Application No. 100195
Development Permit Application Nos. 101085 and 101086 and
Development Variance Permit Application No. 100121
(0808469 BC Ltd. / 1024426 BC Ltd. / 20497 and 20543 – 74B Avenue)
Bylaw No. 5559
Bylaw No. 5560
Report 20-38
File CD 08-23-0181

Moved by Councillor Whitmarsh,
Seconded by Councillor Davis,
That Council give final reading to “Langley Official Community Plan Bylaw No. 1979 No. 1842 Amendment (Willoughby Community Plan) Bylaw 1998 No. 3800 Amendment (Yorkson Neighbourhood Plan) Bylaw 2001 No. 4030 Amendment (0808469 BC Ltd. / 1024426 BC Ltd.) Bylaw 2020 No. 5559”; and

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"Township of Langley Zoning Bylaw 1987 No. 2500 Amendment (0808469 BC Ltd. / 1024426 BC Ltd.) Bylaw 2020 No. 5560".
CARRIED

Councillor Richter opposed

Development Permit No. 101085

Moved by Councillor Kunst,
Seconded by Councillor Whitmarsh,
That Council authorize issuance of Development Permit No. 101085 (0808469 BC Ltd. / 1024426 BC Ltd. / 20497 and 20543 – 74B Avenue) (the proposed single family portions of the development) in accordance with Attachment A subject to the following conditions:

a. An exterior design control agreement shall be entered into for all lands zoned Residential Zone R-1A and Residential Compact Lot Zones R-CL(A) and R-CL(B) ensuring that building design and site development standards are high quality, consistent and compatible with other lots and development in accordance with Section 4.2.1 of the Yorkson Neighbourhood Plan;
b. Written confirmation from owner and landscape architect or arborist that the tree protection fencing identified in the tree management plan is in place.

CARRIED

Councillor Richter opposed

Development Permit No. 101086

Moved by Councillor Kunst,
Seconded by Councillor Whitmarsh,
That Council authorize issuance of Development Permit No. 101086 (0808469 BC Ltd. / 1024426 BC Ltd. / 20497 and 20543 – 74B Avenue) (streamside protection) in accordance with Attachment B subject to the following conditions:

a. Protection of Streamside Protection and Enhancement Development Permit Areas (SPEAs) as shown on Schedule B to the acceptance of the Township of Langley General Manager of Engineering and Community Development;
b. Township of Langley General Manager of Engineering and Community Development; acceptance of a submission addressing information requirements outlined in Section 4.20 of Schedule 3 of Langley Official Community Plan Bylaw 1979 No. 1842;
c. Written designation of an Environmental Monitor for the project acknowledging the Environmental Monitor has the authority to stop

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any work(s) that, in the Environmental Monitor's opinion, have the potential to impact on SPEAs; and

d. Obtainment of relevant senior government environmental regulatory agency approvals and/or submission of notifications and provisions of copies of approval/submissions to the Township.

CARRIED

Councillor Richter opposed

Development Variance Permit No. 100121

Moved by Councillor Kunst,
Seconded by Councillor Whitmarsh,
That Council authorize issuance of Development Variance Permit No. 100121 (0808469 BC Ltd. / 1024426 BC Ltd. / 20497 and 20543 – 74B Avenue) (siting variance) in accordance with Attachment C subject to the following conditions:

a) Section 401.5 (1) – Siting of Buildings and Structures of Township of Langley Zoning Bylaw No. 2500 is hereby varied to reduce the minimum front line setback requirement from 6.0 metres to 2.5 metres for the principal building on proposed Lots 14, 33, 39, 40 and 46, indicated on Schedule “A”.

CARRIED

Councillor Richter opposed

8. Rezoning Application No. 100491
(Platinum Group / 2740 – 200 Street
2748 – 202 Street, 20065 and 20287 – 27 Avenue)
Bylaw No. 5402
Report 18-101
File CD 07-23-0070

Moved by Councillor Ferguson,
Seconded by Councillor Kunst,
That Council give final reading to “Township of Langley Zoning Bylaw 1987 No. 2500 Amendment (Platinum Group) Bylaw 2018 No. 5402”.
CARRIED

Councillor Arnason opposed

J. CORRESPONDENCE

1. Help Cities Lead Campaign
File 0400-60

Moved by Councillor Arnason,
Seconded by Councillor Whitmarsh,
That Council receive the letter from Mayor Helps, on behalf of City of Victoria Council, requesting the Township of Langley endorse the Help Cities Lead campaign.
CARRIED

K. MINUTES OF COMMITTEES

1. Recreation, Culture, and Parks Advisory Committee – March 10, 2021
File 0540-20

Moved by Councillor Richter,
Seconded by Councillor Kunst,
That Council receive the Minutes of the Council Advisory Committee meeting as listed above.
CARRIED

2. Recreation, Culture, and Parks Advisory Committee Recommended Motion
File 0540-20

Moved by Councillor Richter,
Seconded by Councillor Arnason,
That Council direct staff to review the policy of not permitting third party community events on its website and Township page and at least permit them until the state of emergency concerning COVID-19 is lifted.
CARRIED

Councillors Kunst and Long opposed

L. MAYOR AND COUNCIL REPORT

Mayor and Council attended several events during the course of their duties.

M. METRO VANCOUVER AND OTHER REGIONAL COMMITTEE REPRESENTATIVES REPORT

Mayor Froese reported that he attended several Metro Vancouver meetings.

Councillor Arnason reported on Fraser Valley Regional Library events for families.

N. ITEMS FROM PRIOR MEETINGS

1. Development Permit Application No. 101177 (Foundation Properties (Northpoint) Ltd. / 19800 Block of 88 Avenue) Report 21-20

File CD 08-34-0082

Moved by Councillor Whitmarsh,
Seconded by Councillor Davis,
That Council authorize issuance of Development Permit No. 101177 to Foundation Properties (Northpoint) Ltd., for property located in the 19800 Block of 88 Avenue, subject to the following conditions:

a. Building plans being in substantial compliance with Schedule "A";
b. Landscape plans being in substantial compliance with Schedule "B";
c. Provision of final tree retention, replacement, protection details and security in compliance with the Township's Subdivision and Development Servicing Bylaw (Schedule I – Tree Protection);
d. Section 949.7 (Height of Buildings and Structures) of Township of Langley Zoning Bylaw No. 2500 being varied from 15.0 m (49.2 ft) to 50.9 m (167.0 ft);
e. Registration of a statutory right of way for the purposes of a greenway along 88 Avenue;
f. All signage being in compliance with Schedule "A" and in compliance with the Township's Sign Bylaw;
g. Rooftop mechanical equipment to be screened from view by compatible architectural treatments; and
h. All refuse areas to be located in an enclosure and screened.

Although not part of the Development Permit requirements, the applicant is advised that prior to issuance of a building permit, the following items will need to be finalized:

a. Issuance of an Energy Conservation and GHG Emissions Reduction Development Permit;
b. Submission of a site specific onsite servicing and storm water management plan (including onsite detention) in accordance with the Subdivision and Development Servicing Bylaw;

N. ITEMS FROM PRIOR MEETINGS

c. Onsite landscaping being secured by a letter of credit at the building permit stage;
d. Submission of an erosion and sediment control plan or exemption in accordance with the Erosion and Sediment Control Bylaw;
e. Execution of a Servicing Agreement to secure required road and utility upgrades and extensions, and landscaping in accordance with the Township's Subdivision and Development Servicing Bylaw;
f. Provision of an exterior lighting impact plan prepared by an electrical engineer in compliance with the provisions of the Township's Exterior Lighting Impact Policy;
g. Payment of supplemental Development Permit application fees; and
h. Payment of applicable Development Cost Charges and Building Permit administration fees.

CARRIED

Councillor Richter opposed

O. ITEMS BROUGHT FORWARD FOR PUBLIC INFORMATION FROM SPECIAL CLOSED MEETINGS

The following information has been brought forward from the March 8, 2021 Special Closed Meeting for public information:

1. Movement of Goods on Township Roads

That the legal opinion from Don Lidstone, Lidstone & Company, regarding governmental jurisdiction over making decisions or laws regarding the movement of goods and chattels on roads within the Township be released.
CARRIED

Section 90(1) (i) Solicitor-Client Privilege

P. OTHER BUSINESS

1. Orion Construction Project
Surrey Side of 196 Street at 36 Avenue (Brookswood)

Council discussed the industrial development project proposed for the Surrey side of the Surrey-Langley border at 196 Street and 36 Avenue, requesting a reduction in the landscape buffer from 30 metres to 20 metres along 196 Street.

P. OTHER BUSINESS

MOTION
Moved by Councillor Long,
Seconded by Councillor Kunst,
That Mayor Froese send a letter to Mayor McCallum, City of Surrey, asking for an update on this project and reiterate Council's position on keeping the 30 metre landscape buffer along the Surrey-Langley border at 196 Street and 36 Avenue.
CARRIED

2. 2021 School Trustee By-Election Report 21-29 Amendment

Moved by Mayor Froese,
Seconded by Councillor Kunst,
That 2021 School Trustee By-Election Report 21-29, Attachment B, be amended to change the number of unused ballots from 6,7924 to 6,792.
CARRIED

3. 44A Avenue Speeding Issues

Moved by Councillor Davis,
Seconded by Councillor Richter,
That the issues of speeding on 44A Avenue be referred to staff.
CARRIED

Q. MOTION TO RESOLVE INTO SPECIAL CLOSED MEETING

Moved by Councillor Kunst,
Seconded by Councillor Whitmarsh,
That Council now resolve into a Special Closed Meeting for discussion of the following items, in accordance with and as identified under Section 90 of the Community Charter:

Item A.1 - Section 90(1) (n) Consideration;
Item E.1 - Section 90(1) (e) Property; (k) Negotiations;
Item F.1 - Section 90(1) (a) Personnel;
Item H.1 - Section 90(1) (b) Personal;
Item H.2 - Section 90(2) (b) Intergovernmental;
Item H.3 - Section 90(1) (e) Property; and
Item H.4 - Section 90(1) (e) Property.
CARRIED

R. TERMINATE

Moved by Councillor Whitmarsh,
Seconded by Councillor Davis,
That the meeting terminate at 3:30pm.
CARRIED

CERTIFIED CORRECT:

_____
Mayor

_____
Township Clerk

Suzanne Little

From: do_not_reply@notifications.tol.ca
Sent: Thursday, March 25, 2021 11:20 AM
To: legservicesinfo
Subject: New Response Completed for Delegation Requests by Ajay Gill

Please note the following response to Delegation Requests has been submitted at Thursday March 25th 2021 11:19 AM.

- **I/we would like to appear as a delegation at the Council meeting on (at the 1:00pm Regular Meeting)**
  4/12/2021
- **Name of delegate or organization wishing to appear**
  Ajay Gill
- **Topic**
  Parks in Brookswood
- **Purpose of presentation**
  Information only, Request funds
- **Desired resolution**
  1 Park added to the Brookswood area around 197ST and 32AVE. This is going to be a highly populated area as a result of development. Currently there is no place for residents to enjoy nature that is in walking distance. We should have a park available for kids to play in, and a field available to run in. Individuals who live far from parks will more than likely not go out as much to them. We are building the future in this city and I feel parks should be a priority as we move forward. We do not need just jungle gyms but we need room for kids to run around and play. We want to have a vibrant community that is interconnected and I believe parks will make this easier.
- **Full name**
  Ajay Gill
- **Email address**
  FOIPPA s.22(1)
- **Address**
  FOIPPA s.22(1)
- **Primary Phone**
  FOIPPA s.22(1)

Township of Langley

Est. 1873

REPORT TO MAYOR AND COUNCIL

PRESENTED:	APRIL 12, 2021 – REGULAR MEETING	**REPORT:**	21-34
FROM:	COMMUNITY DEVELOPMENT DIVISION	**FILE:**	5040-03
SUBJECT:	UBCM STRENGTHENING COMMUNITIES' SERVICES PROGRAM		

RECOMMENDATION:

That Council authorize staff to submit a grant application to the UBCM Strengthening Communities' Services Program and indicate support for related proposed programming activities.

EXECUTIVE SUMMARY:

The Union of British Columbia Municipalities (UBCM) is currently accepting applications to the Strengthening Communities' Services Program (the "Program") to assist local governments in supporting unsheltered homeless populations and addressing related community impacts. The program supports local governments that wish to undertake temporary action over a one-year period, and is intended to help address challenges that have been exacerbated due to the COVID-19 pandemic.

Recognizing that local governments do not have the mandate or resources to provide services for unsheltered homeless populations, the Program presents an opportunity for municipalities to leverage support for what is inevitably a matter of community concern. In the case of the Township, based on current population, the available grant funding amounts to $2,500,000, which does not require any matching contribution of on-going funding or resource implications. Only local governments and Treaty First Nations are eligible to apply to the Program, which contributes 100% of eligible costs of related activities.

In consultation with various stakeholders, staff have developed, for Council's consideration, an application to the UBCM program consisting of diverse activities that contribute to a multi-faceted approach to addressing unsheltered homelessness. All of the proposed activities, including staff time for project administration and coordination, would be funded by the grant and have been designed to conclude after the one-year funding period so as to not create any long-term financial implications. As some of the proposed activities would be delivered by non-profit organizations, it is recommended that an expression of interest be issued to identify and consider the organizations that may be interested in providing these services. Subject to Council approval, staff will proceed with issuing an expression of interest for the proposed activities to be delivered by the non-profit sector and report back to Council with funding recommendations.

A Council resolution authorizing the submission of the grant application and indicating support for the proposed activities is a requirement of the UBCM application criteria. The deadline for the submission of applications to the program is April 16, 2021. Staff note that capital expenditure related to permanent investments are not eligible costs, with such being limited to programing only.

PURPOSE:

The purpose of this report is to obtain Council's authorization for submission of a grant funding application to the UBCM Strengthening Communities' Services Program.

BACKGROUND/HISTORY:

The Government of Canada and the Province of British Columbia are providing $540 million in shared funding to local governments under the 'Safe Restart Agreement' to manage the impacts of the COVID-19 pandemic. Within the Safe Restart funding, $100 million is being delivered through the UBCM Strengthening Communities' Services Program, which aims to support unsheltered homeless populations and address related community impacts through submission of applications.

The COVID-19 pandemic has presented significant challenges for people experiencing homelessness in Langley.[1] People who lack adequate housing are not only highly vulnerable to COVID-19, but have also been highly impacted by the measures taken to limit the spread of the virus. The response to COVID-19 for example, has resulted in reduced access to public washrooms and the suspension of some community meal programs. While the Salvation Army Gateway of Hope emergency shelter in Langley City has remained open, its capacity was reduced in order to accommodate physical distancing.

In response to these challenges, temporary accommodation for a number of people experiencing homelessness in Langley was secured by BC Housing and other agencies at several local hotels. At the same time, a number of individuals remain unsheltered in the Township, evidenced by the increase in homeless camp related calls received by Bylaw Enforcement in 2020 when compared to 2018 or 2019. With the end of the pandemic on the horizon, it is expected that the emergency funding programs that have facilitated the temporary accommodation of some people experiencing homelessness will end. While staff understand that BC Housing is exploring a long-term strategy for individuals temporarily sheltered during the pandemic, it is likely that unsheltered homelessness in the community will increase with the end of these emergency funding programs.

DISCUSSION/ANALYSIS:

UBCM is currently accepting applications to the Strengthening Communities' Services Program to assist local governments in supporting unsheltered homeless populations and addressing related community impacts. The program supports local governments that wish to undertake temporary action over a one-year period recognizing that this action will complement other provincial and community-based efforts. The program is meant to address the challenges exacerbated by COVID-19, bridging the period between the outbreak and the post-COVID recovery period.

Although local governments do not have the mandate or resources to provide services for unsheltered homeless populations, only local governments and Treaty First Nations are eligible to apply to the Strengthening Communities' Services program. Based on its population, the Township may apply for $2,500,000 in funding. The program can contribute 100% of the cost of eligible activities and does not require any ongoing funding commitment. There are four intended outcomes of the program:

1. Improved health and safety of unsheltered homeless people living in public or private spaces, including reduced risk of COVID-19 or other disease transmission.
2. Reduced community concerns about public health and safety in neighbourhoods where unsheltered homeless populations are seeking temporary shelter and services.
3. Improved coordination among eligible applicants and health/social service providers, Indigenous organizations and others working on housing, homelessness and service provision.
4. Increased capacity of eligible applicants to work with homeless persons and Indigenous organizations towards culturally safe and trauma-informed responses.

[1] The 2020 Homeless Count identified 209 people experiencing homelessness in Langley, a slight increase from the 206 people counted in 2017. Of the 209 people experiencing homelessness, 108 were unsheltered, an increase from the 79 unsheltered people counted in 2017. It is noted that the 2020 Homeless Count took place in a 24-hour period on March 3 and March 4, about two weeks before the COVID-19 provincial state of emergency. At the beginning of the pandemic, Bylaw Enforcement staff reported encountering increased numbers unsheltered people experiencing homelessness.

The program outlines the scope of activities that are eligible for funding, and eligible costs can be incurred from September 17, 2020 to approximately one year after the approval of a grant application. Major capital improvements and permanent capital investments, among other items, are ineligible costs and activities. A Council resolution indicating support for the proposed activities is a requirement of the application criteria. The deadline for the submission of applications to the program is April 16, 2021.

Proposed Programming Activities:

With the intended outcomes and eligible activities of the grant program in mind, staff have developed, for Council's consideration, an application to support the activities identified in the table below over a one-year period:

Proposed Potential Programming Activity	**Budget**
Enhanced outreach and support services for people experiencing homelessness (services to be delivered by the non-profit sector; may include life skills supports, temporary shelter, housing navigation, connection to other social & health services)	$1,852,020
Meal delivery program for people in temporary shelter spaces (service to be delivered by the non-profit sector)	$190,000
Recovery of incremental bylaw enforcement costs incurred between September 17, 2020 and April 16, 2021	$10,000
Two temporary bylaw enforcement officers (includes wages, vehicle, and equipment costs for one year)	$320,000
Food gift cards and sanitizer for distribution by bylaw enforcement	$10,000
Engagement strategies to foster positive dialogue with community members and enhance public awareness of issues related to homelessness	$25,000
Establishment and coordination of a multi-sectoral working group, including Indigenous organizations and people with lived experience, to enhance service coordination and collaborative action	$3,500
Training and capacity building for Township staff	$62,600
Project administration and coordination	$26,880
Total	**$2,500,000**

In developing the proposed activities, staff consulted with representatives from BC Housing, the Ministry of Social Development and Poverty Reduction, Fraser Health Authority, the Langley RCMP, and local non-profit organizations to help identify current and anticipated service gaps and opportunities for the grant funding. As shown in Table 1, the estimated cost of the proposed activities, including Township staff time for project administration and coordination, is equal to $2,500,000 and therefore would be fully covered by the grant funding.

Expression of Interest:

As noted in above, it is proposed that the enhanced outreach and support services and meal delivery program be delivered by non-profit organizations funded through Township grants utilizing the UBCM funding. While a number of local non-profits were consulted as part of the development of the proposed UBCM grant application, it is recommended that a future expression of interest be developed to identify / consider all organizations that may be interested in providing such services.

Subject to Council's approval, staff will bring forward future recommendations for Council's consideration of approval related to grant funding for organizations that respond to the expression of interest, based on evaluation criteria that may include but is not limited to the following:

- Alignment with intended outcomes of the service
- Capacity and experience in delivering the service
- Knowledge of the local context and population
- Demonstrated ability to partner with local governments and other organizations
- Cost effectiveness

Given that 33% of the people experiencing homelessness counted as part of the 2020 Homeless Count identified as Indigenous and the emphasis that the UBCM program has placed on partnering with Indigenous organizations, it is recommended that at least 33% of the outreach and support services budget be allocated to an organization(s) directly serving local Indigenous people.

Policy Considerations:

The proposed activities support the following plans and strategies:

- Township of Langley Sustainability Charter (adopted in 2008)
- Social/cultural objectives:
  - Respond to community and social needs
  - Foster a preventative approach to personal and community safety
  - Provide consistent and effective bylaw enforcement
  - Maintain a high performance work force
- Township of Langley Official Community Plan (adopted in 2016)
- Policy 3.1.11: Collaborate with and support non-profit agencies that provide short-term emergency and transitional shelter, food, and access to social services for those in need.
- Metro Vancouver Regional Affordable Housing Strategy (endorsed in 2016)
- Goal 5: End homelessness in the region.
  - Action k: Support agencies that serve the needs of the homeless population.
- Township of Langley Social Sustainability Strategy (draft)
- Action 3D: Support initiatives that raise awareness and address misinformation about homelessness in the community (e.g. local events and advertising campaigns).

Financial Implications:

The UBCM grant program does not require local governments to provide additional funding and the $2,500,000 grant available would be sufficient cover the project costs, including staff time for project administration and coordination. As a temporary program, there is no requirement for any ongoing funding and the proposed activities have been designed to conclude after the one-year funding period so as to not create any long-term financial implications.

Conclusion:

The purpose of this report is to obtain Council's authorization for the submission of a grant funding application to the UBCM Strengthening Communities' Services Program and issuance of an expression of interest for delivery of some of the proposed activities. Although local governments do not have the mandate or resources to provide services for unsheltered homeless populations, the program presents an opportunity for the Township to receive $2,500,000 in funding to enhance supports for unsheltered homeless populations and address related community impacts. Only local governments and Treaty First Nations are eligible to apply to the program, which can contribute 100% cost of eligible activities and does not require any ongoing funding commitment.

Respectfully submitted,

Patrick Ward
STRATEGIC/SOCIAL PLANNER
for
COMMUNITY DEVELOPMENT DIVISION

Township of Langley
Est. 1873

REPORT TO MAYOR AND COUNCIL

PRESENTED:	APRIL 12, 2021 – REGULAR MEETING	**REPORT:**	21-31
FROM:	COMMUNITY DEVELOPMENT DIVISION	**FILE:**	10-07-0003
SUBJECT:	LIQUOR LICENCE AMENDMENT APPLICATION NO. 000054 (DOMAINE DE CHABERTON ESTATES LTD. / 1064 – 216 STREET)		

PROPOSAL:

Request for Council endorsement (to the Liquor and Cannabis Regulation Branch) for a structural change to add a patio (addition of a new licenced area) for Domaine De Chaberton Estates Ltd. located at 1064 – 216 Street.

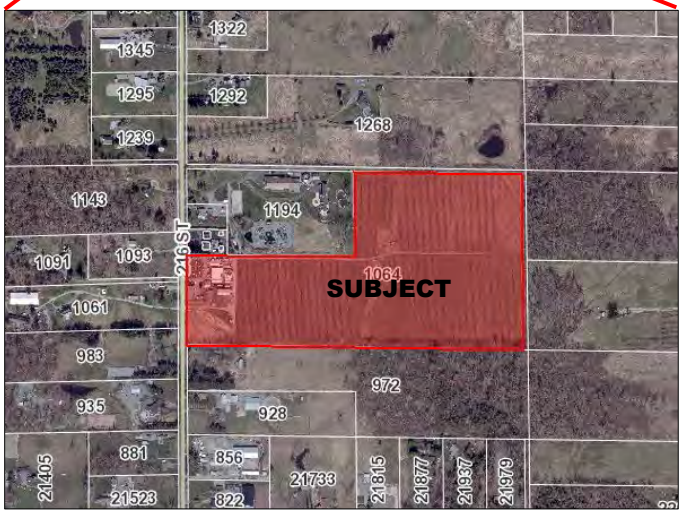
RECOMMENDATION SUMMARY:

That Council consider the request to endorse the structural change to add a patio (addition of a new licenced area) application including input received in accordance with Council's Liquor Licencing Policy.

RATIONALE:

Council's consideration of the structural change endorsement request is required in accordance with Council's Liquor Licencing Policy and Liquor and Cannabis Regulation Branch regulations.





RECOMMENDATIONS:

That Council consider the endorsement request for a structural change (addition of a new licenced area) for Domaine De Chaberton Estates Ltd. located at 1064 – 216 Street; and further

That Council adopt the following resolution, should it decide to endorse Domaine De Chaberton Estates Ltd.'s request:

> *"That Council has considered and ENDORSED the request by Domaine De Chaberton for the structural change (addition of a new licenced area) for the existing winery lounge serving Chaberton Estate Winery located at 1064 – 216 Street, Langley.*
>
> *In ENDORSING this request, Council deems that it has considered and found acceptable the potential for noise and the impact on the community if the application is approved.*
>
> *In ENDORSING this request, Council has considered the views of area residents expressed to Council through a written submission opportunity prior to the Council Meeting on April 12, 2021 at the Township of Langley Civic Facility (Fraser River Presentation Theatre), 20338 – 65 Avenue, Langley, BC, the minutes of which and written submissions provided by the public being attached to this resolution.*
>
> *ENDORSEMENT of this request is subject to compliance with Municipal Bylaws and Policies and Liquor Control and Licensing Act Regulations."*

EXECUTIVE SUMMARY:

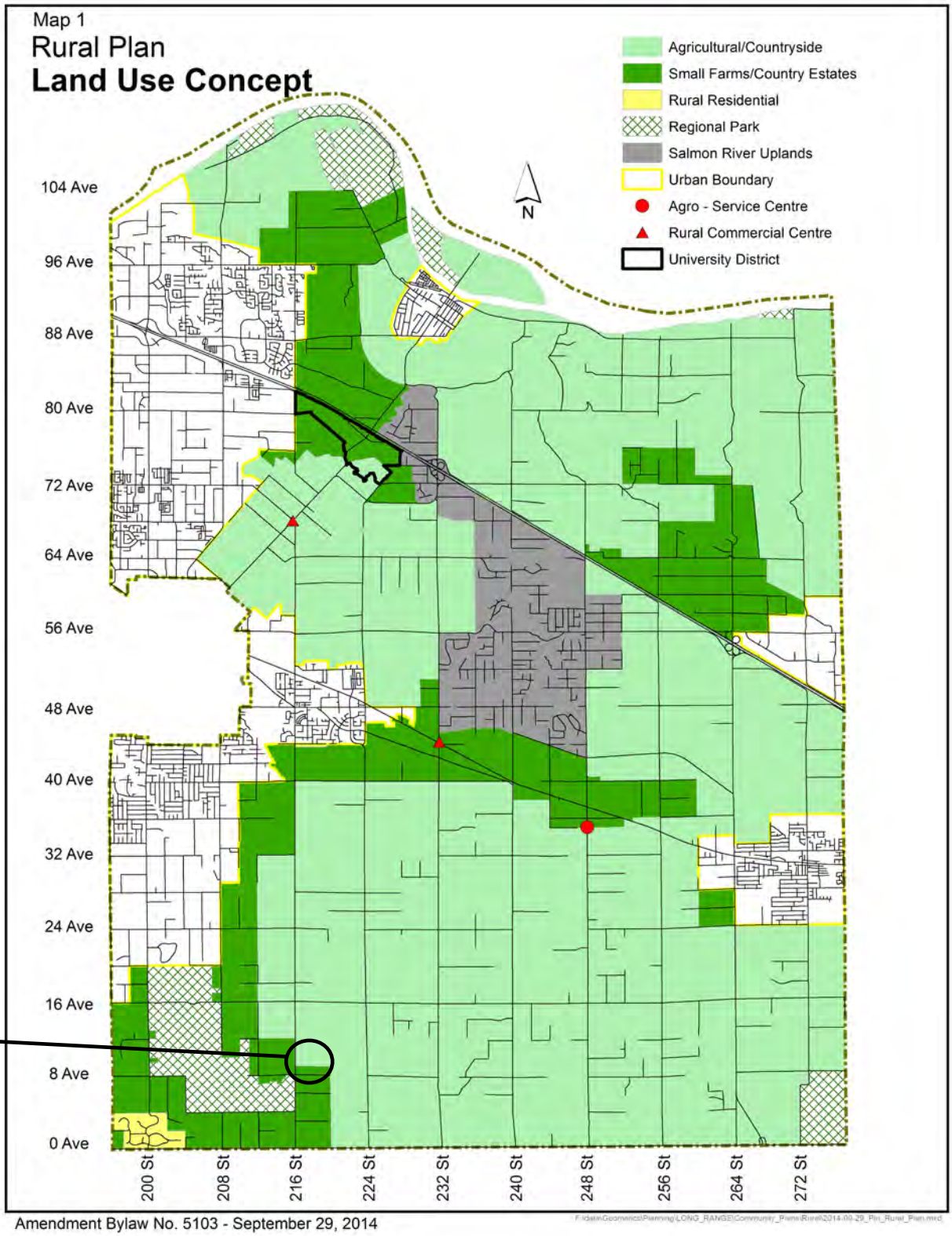
Domaine De Chaberton Estates Ltd. has made an application to Council to endorse a structural change to add a patio (addition of a new licenced area) for Chaberton Estate Winery.

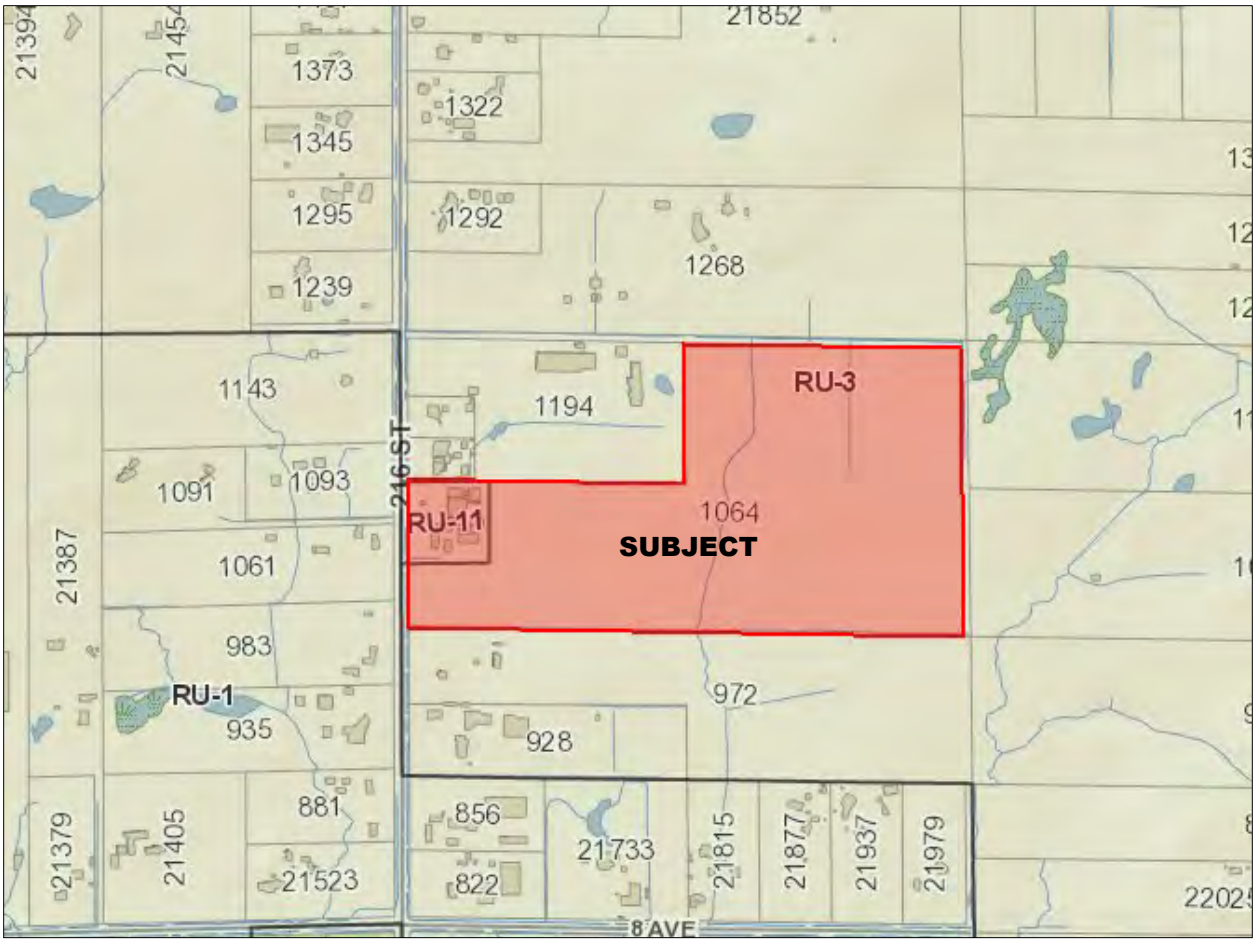
The subject application proposes an increase in the overall occupant load from 60 to 125 people through the addition of a new licenced area (65 person patio).

Although the issuance of structural changes (including the addition of a new licenced area) is a Provincial jurisdiction, the Liquor and Cannabis Regulation Branch (LCRB) provides Council with the opportunity to "endorse" or "not endorse" applications for the addition of a new licenced area. Council through its Liquor Licencing Policy has chosen to participate in the endorsement process involving the permanent addition of a patio to existing manufacturer licences. Accordingly, Council may consider public input prior to consideration of the endorsement request.

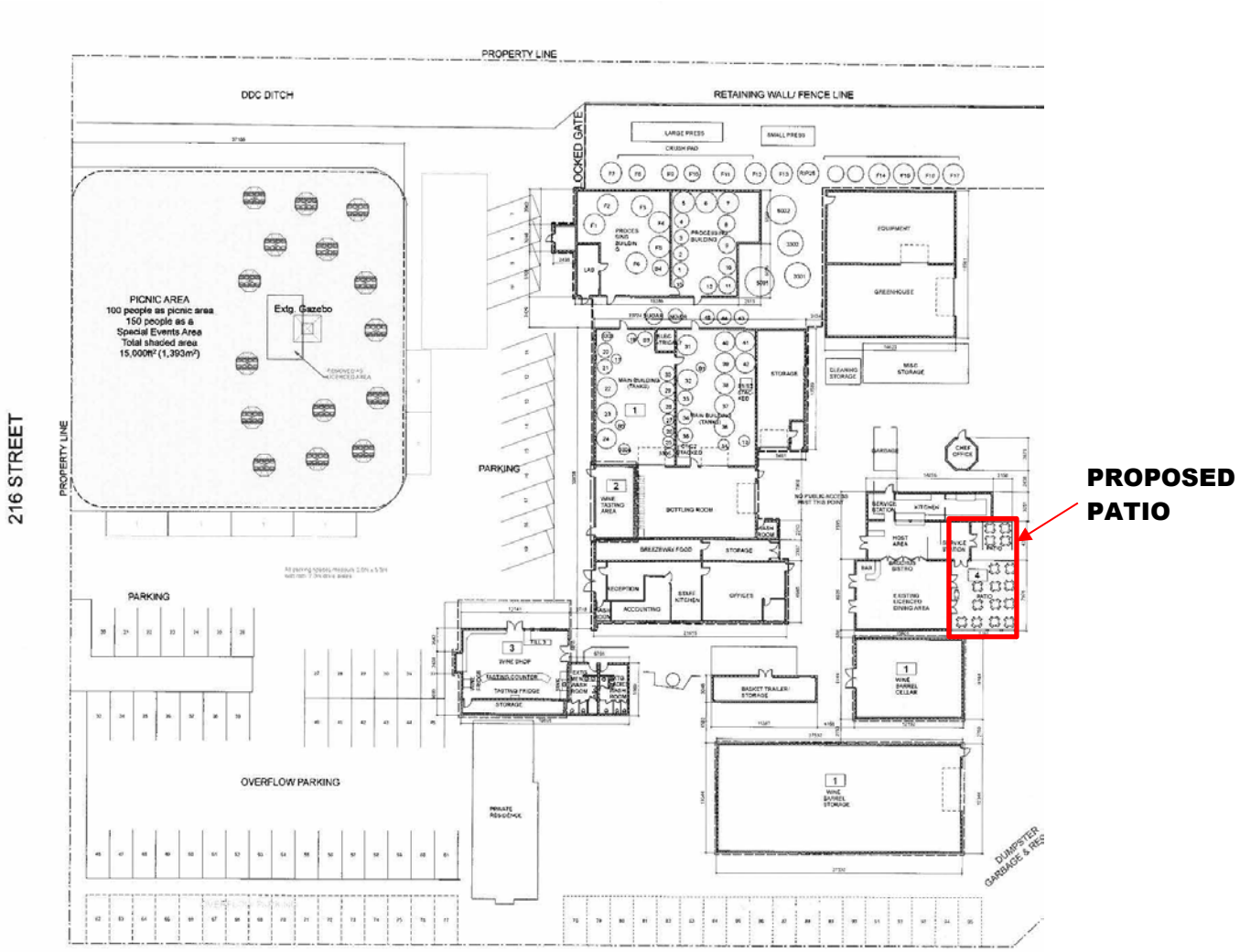
PURPOSE:

The purpose of this report is to provide Council with information and recommendations with respect to the endorsement request for a structural change (addition of a new licenced patio) for Chaberton Estate Winery located at 1064 – 216 Street.


Map 1
Rural Plan
Land Use Concept
Agricultural/Countryside
Small Farms/Country Estates
Rural Residential
Regional Park
Salmon River Uplands
Urban Boundary
Agro - Service Centre
Rural Commercial Centre
University District
N
104 Ave
96 Ave
88 Ave
80 Ave
72 Ave
64 Ave
56 Ave
48 Ave
40 Ave
32 Ave
24 Ave
16 Ave
8 Ave
0 Ave
200 St
208 St
216 St
224 St
232 St
240 St
248 St
256 St
264 St
272 St
SUBJECT
Amendment Bylaw No. 5103 - September 29, 2014



ZONING BYLAW NO. 2500



SITE PLAN – SUBMITTED BY APPLICANT

REFERENCE:

Owner:	Domaine De Chaberton Estates Ltd. 1064 – 216 Street Langley BC V2Z 1R3
Agent:	Rising Tide Consultants 1620, 1130 West Pender Street Vancouver BC V6E 4A4
Legal Description:	Lot 3 Section 7 Township 10 New Westminster District Plan 14728
Civic Address:	1064 – 216 Street
Area:	22.27 ha (55.04 ac)
Rural Plan:	Agricultural / Countryside
Existing Zoning:	Rural Zone RU-3 and Rural Winery Zone RU-11

BACKGROUND / HISTORY:

The subject property is located in the Agricultural Land Reserve (ALR), designated Agricultural / Countryside in the Rural Plan and zoned Rural Zone RU-3 and Rural Winery Zone RU-11.

A winery is permitted as an agricultural use under Rural Zone RU-3 where the winery complies with the requirements of the Provincial Agricultural Land Reserve Use Regulation. Under this regulation, a winery with ancillary uses, is allowed in the ALR if the wine produced and offered for sale is made from farm product and:

(a) at least 50% of the farm product used to make the wine or cider produced each year is grown on the farm on which the winery or cidery is located, or

(b) the farm on which the winery or cidery is located is more than 2 ha in area and at least 50% of the farm product used to make the wine or cider produced each year is grown
    (i) on the farm, or
    (ii) both on the farm and on another farm located in British Columbia that provides that farm product to the winery or cidery under a contract having a term of at least three (3) years.

The Provincial Agricultural Land Reserve Use Regulation identifies the following permitted ancillary uses in the ALR, provided they are ancillary to a winery:

(a) processing, storing and retail sales of an alcohol product produced by the alcohol production facility;

(b) operating a food and beverage service lounge, if the area of the lounge does not exceed 125 m² indoors and 125 m² outdoors;

(c) selling an alcoholic beverage other than one produced by the alcohol production facility, if the alcoholic beverage is intended to be consumed immediately and is sold
    (i) as a single serving in a lounge referred to in paragraph (b), or
    (ii) in a service area under a special event area endorsement endorsed on the licence issued under the Liquor Control and Licensing Act for the alcohol production facility;

(d) conducting a cooking class, if the class is held in a food premises within the meaning of the Food Premises Regulation that has been constructed, and is being operated, in compliance with that regulation;

(e) gathering for an event, if the event is held only in the lounge referred to in paragraph (b) or the special event area under a special event area endorsement referred to in paragraph (c), and, for this purpose, Section 17 [gathering for an event] does not apply;

The applicant indicates that the LCRB granted Chaberton Estate Winery an approval for a manufacturing licence in 1990. Subsequent indoor lounge endorsement, special event area endorsement, on-site retail and picnic area endorsements were added to the manufacturing licence over time. Pursuant to the Provincial Liquor Control and Licensing Regulation, the LCRB does not provide Council with an opportunity to “endorse” or “not endorse” applications for new winery (manufacturer) licences, picnic areas, or on-site retail stores where the winery is permitted under municipal zoning. The LCRB, however, is required to provide Council with the opportunity to “endorse” or “not endorse” applications for a structural change to add a patio (addition of a new licenced area).

The subject Chaberton Estate Winery endorsement request is being considered pursuant to Policy No. 07-407 - Liquor Licencing Policy (Attachment A). The policy requires Council to hold a “Liquor Licencing Hearing” prior to considering endorsement (to the LCRB) of the request for a structural change to add a patio (addition of a new licenced area). Staff note that in accordance with Council direction, the current process has been amended to include written submission opportunities in place of “Liquor Licencing Hearings” due to the COVID-19 pandemic.

DISCUSSION / ANALYSIS:

Domaine De Chaberton Estates Ltd. has applied to the LCRB for a structural change (addition of a new licenced area) to permanently add a 75.9 m² (817 ft²) / 65 person patio. If approved, the establishment would have a total occupant load of 125 people (60 indoor and 65 person patio). Although the approval of structural change applications is a Provincial jurisdiction, the LCRB provides Council with the opportunity to “endorse” or “not endorse” applications for permanent additions of patios. Council through its Liquor Licencing Policy has chosen to participate in the endorsement process involving permanent additions of patios to existing manufacturer licences. Accordingly, Council may consider public input prior to consideration of the endorsement request.

The proposed 65 person patio is located on the easterly portion of the building directly adjacent to the existing bistro (indoor lounge) which accommodates 60 persons. Food and non-alcoholic beverages must be available in the winery lounge areas. The current licence for the winery lounge specifies hours of operation from 11:30am to 11:30pm seven (7) days a week. No changes are proposed to the hours of operation of the establishment. Hours of operation of other winery / cidery applications considered by Council are included as Attachment B.

Adjacent Uses:

North:	Rural properties designated Agricultural / Countryside in the Rural Plan, zoned Rural Zone RU-3, located in the ALR, and unopened road dedication;
South:	A rural property designated Agricultural / Countryside in the Rural Plan, zoned Rural Zone RU-3 and located in the ALR;
East:	Unopened road dedication, beyond which Rural properties designated Agricultural / Countryside in the Rural Plan, zoned Rural Zone RU-3 and located in the ALR; and
West:	216 Street, beyond which are rural properties designated Small Farms / Country Estates in the Rural Plan, zoned Rural Zone RU-1 and located in the ALR.

Liquor Licencing Policy:

Council adopted its Liquor Licence Endorsement Policy in 2004, and approved revisions to the policy in 2017 (Attachment A). The policy requires that Council be consulted with respect to applications for the permanent addition of a patio to an existing Manufacturer Licence. It also requires Council to hold a "Liquor Licencing Hearing" when it considers an endorsement request. Staff note that consistent with the Public Health Official's orders and in accordance with Council direction, the current process has been amended to include written submissions opportunities in place of "Liquor Licencing Hearings" due to the COVID-19 Pandemic.

Liquor and Cannabis Regulation Branch Application Summary:

The proponent has submitted a structural change application for the permanent addition of a patio to the LCRB. According to LCRB regulations, the resolution is to comment on the following criteria:

a) the impact of noise on the community in the immediate vicinity of the location of the service area under the endorsement
b) the general impact on the community
c) the view of residents
d) the Local Government recommendations and the reasons on which they are based

The proponent's application form to the LCRB, including a letter of intent (Attachment C), provides more detailed information with respect to the proposal.

Locational Criteria for Winery Lounge Endorsements:

Council's Liquor Licencing Policy contains locational criteria intended to guide consideration of "Liquor Primary" endorsement requests. The Policy, however, does not contain any locational criteria for winery-related endorsement requests.

RCMP Comments:

RCMP comments (Attachment D) do not identify any concerns that would impact the granting of the licence.

Parking:

The site plan (Attachment E) provided by the applicant indicates 95 parking spaces (67 are required) are available on the property.

Policy Considerations:

Although the issuance of Liquor Licences is a Provincial jurisdiction, the LCRB provides Council with the opportunity to "endorse" or "not endorse" applications for the permanent addition of a patio. Council through the Liquor Licencing Policy has chosen to participate in the endorsement process as it pertains to applications for the permanent addition of a patio to a Manufacturer Licence.

Pursuant to Council's Liquor Licencing Policy, staff have advertised the proposal in area newspapers and mailed notices to nearby residents for a written submission opportunity providing an opportunity for public comment consistent with LCRB requirements.

Following the written submission opportunity, Council has the option of endorsing the application as submitted; endorsing the application subject to conditions; or not endorsing the application. Assuming Council is supportive of the application, the resolution must be consistent with LCRB requirements. Accordingly, a resolution similar to the following will need to be adopted.

Required Council Resolution:

> *"That Council has considered and ENDORSED the request by Domaine De Chaberton for the structural change (addition of a new licenced area) for the existing winery lounge serving Chaberton Estate Winery located at 1064 – 216 Street, Langley.*
>
> *In ENDORSING this request, Council deems that it has considered and found acceptable the potential for noise and the impact on the community if the application is approved.*
>
> *In ENDORSING this request, Council has considered the views of area residents expressed to Council through a written submission opportunity prior to the Council Meeting on April 12, 2021 at the Township of Langley Civic Facility (Fraser River Presentation Theatre), 20338 – 65 Avenue, Langley, BC, the minutes of which and written submissions provided by the public being attached to this resolution.*
>
> *ENDORSEMENT of this request is subject to compliance with Municipal Bylaws and Policies and Liquor Control and Licensing Act Regulations."*

Council may, of course, add to or expand upon the items referenced in the resolution, however, according to the LCRB, all items in the resolution must be referenced.

Respectfully submitted,

Joel Nagtegaal
DEVELOPMENT PLANNER
for
COMMUNITY DEVELOPMENT DIVISION

ATTACHMENT A	Policy No. 07-407 - Liquor Licencing
ATTACHMENT B	Table of Other Winery / Cidery Hours of Operations
ATTACHMENT C	Liquor and Cannabis Regulation Branch Application Summary Including Proponent's Application Form and Letter of Intent
ATTACHMENT D	RCMP Comments
ATTACHMENT E	Site Plan

Township of Langley
Est. 1873

COUNCIL POLICY

Subject: Liquor Licencing

Policy No:	**07-407**
Previous Policy No:	**07-615**
Approved by Council:	**2004-06-14**
Revised by Council:	**2016-05-30**
Revised by Council:	**2017-07-10**
Revised by Council:	

1. Purpose

1.1 To define the scope of the Township of Langley's (the "Township") involvement in applications before the Provincial Liquor Control and Licensing Branch ("LCLB"), of which the Township of Langley may receive notice pursuant to the *Liquor Control and Licensing Act* (the "Act") and the *Liquor Control and Licensing Regulation* (the "Regulation").

2. Background

2.1 In 2013, the Province initiated a comprehensive process to review legislation governing liquor. As a result of this process, new legislation was enacted by the Province in January 2017. This Policy is in response to applicable legislation.

3. Related Bylaws

3.1 Zoning Bylaw 1987 No. 2500 and Licencing Bylaw 2016 No. 5192.

4. Notice of Liquor Licence Applications

4.1 The Township wishes to receive notice of the following applications pursuant to Section 38(1) of the Act, unless the Township expressly states otherwise:

4.1.1 an application for a new Liquor Primary Licence;

4.1.2 an application for an amendment to an existing Liquor Primary Licence for:

4.1.2.1 converting a Liquor Primary Club Licence (a subclass of a Liquor Primary Licence) into a Liquor Primary Licence;

4.1.2.2 adding or amending a temporary use area endorsement;

4.1.2.3 a permanent extension of hours of liquor service beyond 1:00 A.M.;

4.1.2.4 a permanent increase in the person capacity of a service area;

4.1.2.5 the permanent addition of a patio;

4.1.2.6 the permanent relocation of an existing Liquor Primary Licence establishment to a new location, unless the LCLB is satisfied that the residents who will be affected by the new location are substantially the same residents who are affected by the existing Liquor Primary Licence establishment;

4.1.3 subject to Section 71(5) of the Regulation, an application for a new Manufacturer Licence (i.e. a brewery licence, a distillery licence or a winery licence), if the application requests a lounge endorsement and/or a special event area endorsement;

4.1.4 subject to Section 71(5) of the Regulation, an application to add a lounge endorsement and/or a special event area endorsement to an existing Manufacturer Licence;

4.1.5 subject to Section 71(5) of the Regulation, an application for any of the following amendments to a Manufacturer Licence endorsed with a lounge endorsement or a special event area endorsement:

4.1.5.1 a permanent extension of hours of liquor service for the service area under the endorsement;

4.1.5.2 a permanent increase in the person capacity of the service area under the endorsement; and

4.1.5.3 the permanent addition of a patio;

4.1.6 an application for a new Food Primary Licence, if the applicant requests one or more of the following:

4.1.6.1 a temporary use area endorsement;

4.1.6.2 hours of liquor service that extend past 1:00 A.M., and

4.1.6.3 dancing, karaoke or other types of entertainment that involve patron participation in the service area;

4.1.7 an application for any of the following amendments to an existing Food Primary Licence:

4.1.7.1 adding or amending a temporary use area endorsement;

4.1.7.2 a permanent extension of hours of liquor service if the new hours extend past 1:00 A.M.; and

4.1.7.3 permanently allowing, in a service area, dancing, karaoke or other types of entertainment that involve patron participation.

4.2 Notice of an application must be submitted to the Township's Director of Development Services and must include the information and records required pursuant to Section 71(6) of the Regulation, and the following, where applicable:

4.2.1 a complete Development Application Form (see Schedule "A" of the Development Application and Fee Bylaw 1987 No. 2470, as amended);

4.2.2 a state of title certificate or title search which was requested from the Land Title Office within the last 30 days;

4.2.3 application fees in accordance with Section 4 of the Development Application and Fee Bylaw 1987 No. 2470;

4.2.4 a plan of existing and proposed building floor space including outside patio(s), existing and proposed number of seats and occupant load;

4.2.5 a site plan indicating the location and size of all buildings on the lot, patio areas, parking spaces, landscaping, buffering, entrance doorways, loading space, garbage containers, driveway aisles and access points;

4.2.6 existing and/or proposed entertainment type;

4.2.7 existing and/or proposed hours of liquor service;

4.2.8 a rationale or explanation by the proponent of the character of the proposed establishment and the market area and population it is intended to service; and

4.2.9 other details of the proposed establishment as may be required by Council to facilitate its review.

4.3 Council hereby delegates to the Director of Development Services its power under Section 38(3) of the Act to provide comments and recommendations to the LCLB with respect to applications relating to new and existing Food Primary Licences.

5. Review and Consideration

5.1 Notice of a Liquor Licence application received pursuant to Section 4.2 above:

5.1.1 will first be referred to the Township's Fire, Engineering, and Permit, Licence and Inspection Services Departments, the R.C.M.P, and other relevant outside agencies, to obtain comments in respect of the application; and

5.1.2 will subsequently be submitted to Council to obtain Council's comments and recommendations in respect of the application.

5.2 Notice of a Liquor Licence application received pursuant to Section 4.2 must include a "public consultation process", either in conjunction with an accompanying rezoning, development permit or development variance permit application, or, if a rezoning/development permit/development variance permit is not required, in accordance with the rezoning "public process" which includes individual hearing notice mail outs, newspaper notice and a "Liquor Licencing Hearing" where affected persons may express their views to Council.

5.3 Licencing Bylaw 2016 No. 5192 prohibits exotic performances in all Liquor Licence establishments, except in a hotel holding a valid and subsistent Class "A" Liquor Licence issued on or before December 16, 1991.

5.4 In considering whether to recommend the rejection or approval of an application for a new or relocated Liquor Primary Licence to the LCLB, Council will consider the following locational criteria:

5.4.1 Generally, a new or relocated Liquor Primary establishment should not be located within 0.5 km of an existing or proposed elementary school, secondary school, church, neighbourhood park, or sub-neighbourhood park. This distance may be revised by Council if the establishment is located within a community centre or other facility owned or operated by or on behalf of the Township, or if Council otherwise considers that there are reasons which would merit a departure from this general rule.

5.4.2 Generally, a new or relocated Liquor Primary establishment should not directly abut single or multi-family residential uses or zones, or existing or proposed park sites, unless adequate buffer mechanisms are incorporated into site development plans specifically approved by Council as part of a rezoning or development permit process, or if Council otherwise considers that there are reasons which would merit a departure from this general rule.

5.4.3 A new or relocated Liquor Primary establishment may be located on the same site as a hotel or community recreational use (such as an arena or golf course) subject to adequate access and parking being provided in accordance with Township Bylaws and Policies.

5.5 Notice of Liquor Licence applications received pursuant to Section 4.2 must comply with:

5.5.1 all applicable Township bylaws including, but not limited to the following bylaws as amended from time to time:

5.5.1.1 Fire Prevention Bylaw 2013 No. 4956;

5.5.1.2 Langley Building Bylaw 2008 No. 4642;

5.5.1.3 Licencing Bylaw 2016 No. 5192;

5.5.1.4 Noise Control Bylaw 2015 No. 5172;

5.5.1.5 Subdivision and Development Servicing Bylaw 2011 No. 4861;

5.5.1.6 Highway and Traffic Bylaw 2010 No. 4758; and

5.5.1.7 Zoning Bylaw 1987 No. 2500;

5.5.2 all applicable Township policies including, but not limited to, Exterior Lighting Impact Policy No. 07-156;

5.5.3 Crime Prevention Through Environmental Design (CPTED) criteria;

5.5.4 requirements and conditions imposed by Council in connection with:

5.5.4.1 the approval of a zoning or official community plan amendment bylaw;

5.5.4.2 the issuance of a development permit, development variance permit, or building permit; or

5.5.4.3 the application review process outlined in this Section 5; and

5.5.5 requirements and conditions imposed by the LCLB pursuant to the Act or the Regulation.

6. Comments and Recommendations Provided to the LCLB

6.1 Comments provided to the LCLB in respect of a Liquor Licence application must be in writing and must include:

6.1.1 the Township's views on all of the following matters:

6.1.1.1 the impact of noise on the community in the immediate vicinity of the establishment, unless Section 6.1.1.2 or Section 6.1.1.3 applies;

6.1.1.2 in the case of an application that involves a temporary use area endorsement, the impact of noise on the community in the immediate vicinity of the proposed locations of event sites under corresponding temporary use area authorizations;

6.1.1.3 in the case of an application that involves a lounge or special event area endorsement, the impact of noise on the community in the immediate vicinity of the location of the service area under the endorsement;

6.1.1.4 the general impact on the community;

6.1.1.5 if the application is to amend a Food Primary Licence to extend the hours of liquor service past 1:00 A.M., or to allow entertainment that involves patron participation in a service area, whether the amendment may result in the service area being operated in a manner that is contrary to section 18(1)(a) of the Regulation (which states that the primary purpose of the business carried on in the service area when liquor is being sold or served must be the service of food); and

6.1.2 the views of Township residents on the application and a description of the method used to gather those views.

6.2 Recommendations provided to the LCLB in respect of a Liquor Licence application must be in writing, must specify whether the application should be approved or rejected, and must include the reasons on which they are based.

6.3 The Township must give the LCLB its comments and recommendations in respect of a Liquor Licence application within 90 days after it receives notice of the application, or within any further period authorized by the LCLB.

SUBJECT APPLICATION:

Winery	Address	Proposed Hours of Operation	Person Capacity	Council Consideration
Chaberton Estate Winery	1064 – 216 Street	11:30am – 11:30pm daily.	65 person patio	April 12, 2021

OTHER WINERY / CIDERY APPLICATIONS:

Winery	Address	Hours of Operation	Person Capacity	Council Endorsement
Otter Trail Winery	5974 – 248 Street	11:00am – 10:00pm Tues. – Sun.	64 person indoor lounge, 32 person patio	September 21, 2020
City Side Winery Ltd.	2974 – 224 Street	10:00am – 10:00pm daily	65 person indoor lounge, 65 person patio	April 20, 2020
Backyard Vineyards Corp.	3033 – 232 Street	11:00am – 8:00pm Mon. – Wed.; 11:00am – 9:00pm Thurs. – Sat.; 11:00am – 7:00pm Sun.	32 person indoor lounge, 28 person patio	March 19, 2020
Festina Lente Estate Winery Ltd.	21113 – 16 Avenue	1:00pm – 6:00pm daily	10 person indoor lounge, 14 person patio; 65 person special event area	July 22, 2019
Fraser Valley Cider Company	22128 – 16 Avenue	11:00am – 10:00pm daily	22 person indoor lounge, 50 person patio; 150 person special event area	January 14, 2019
Township 7 Vineyards & Winery	21152 – 16 Avenue	10:00am – 10:00pm daily	48 person indoor lounge, 44 person patio; 100 person special event area	September 17, 2018
Roots and Wings Distillery Inc.	7897 – 240 Street	noon – 8:00pm daily	14 person capacity (inclusive of indoor and patio); 150 person special event area	July 23, 2018
Domaine De Chaberton	1064 – 216 Street	11:00am – 11:30pm daily	150 person Special Event Area	June 11, 2018
Glass House Estate Winery	23449 – 0 Avenue	11:00am – 11:30pm daily	50 person indoor lounge, 65 person patio; 100 person special event area	March 5, 2018

Backyard Vineyards Corp.	3033 – 232 Street	11:00am – 5:00pm daily	32 person indoor lounge, 28 person patio	March 19, 2018
Krause Berry Farms and Estate Winery	6179 – 248 Street	9:00am – midnight daily	65 person indoor lounge, 65 person patio; 100 person special event area	July 9, 2012

(http://www2.gov.bc.ca/)

Liquor and Cannabis Licensing

Provide Comment on Application

Complete this application only if you have you have an existing and approved lounge or special event area(s). If you have both endorsements, you must submit separate applications to describe the changes to your facility.

If you leave this page, the information you input will be saved. You can continue later from the dashboard.

Please review the information at https://webfiles.tol.ca/CommDev/Development%20Policies//07-407%20Liquor%20Licence%20Endorsement.pdf (https://webfiles.tol.ca/CommDev/Development%20Policies//07-407%20Liquor%20Licence%20Endorsement.pdf) to ensure you have met the requirements of this application with your local government.

ESTABLISHMENT DETAILS

Establishment Name

Chaberton Estate Winery (300138)

MANUFACTURER LOCATION ADDRESS

The licensed establishment is currently located at the following address:

Address

1064-216th Street

City

LANGLEY

Province

British Columbia

Postal Code

V2Z1R3

Country

Canada

Parcel Identifier (PID)

LOCAL GOVERNMENT/INDIGENOUS NATION AND POLICE JURISDICTION

Enter the local government (or Indigenous Nation) and police jurisdiction where the establishment will be located. Suggestions will be provided after you type the first three characters of the name.

Local Government/Indigenous Nation

Langley - Township

Selected Local Government/Indigenous Nation

Name: Langley - Township

Website: https://webfiles.tol.ca/CommDev/Development%20Policies//07-407%20Liquor%20Licence%20Endorsement.pdf (https://webfiles.tol.ca/CommDev/Development%20Policies//07-407%20Liquor%20Licence%20Endorsement.pdf)

Please review the information at https://webfiles.tol.ca/CommDev/Development%20Policies/07-407%20Liquor%20Licence%20Endorsement.pdf (https://webfiles.tol.ca/CommDev/Development%20Policies/07-407%20Liquor%20Licence%20Endorsement.pdf) to ensure you meet the requirements of this application with your local government. You may need to contact them prior to submitting to ensure your successful submission.

Police Jurisdiction

RCMP Langley

Selected Police Jurisdiction

Name: RCMP Langley

Floor Plan

Provide one 11" x 17" copy of the proposed floor plan reflecting proposed changes.

The Liquor and Cannabis Regulation Branch requires an occupant load (patrons plus staff) for the proposed area(s), which must be marked/stamped and dated on the plan you submit. Do not submit this application if you do not have the occupant load calculation stamped on your plans.

Floor Plan_1.pdf (api/file/c9095df6-bb43-eb11-b824-005056838fcd/download-file/application/Floor Plan_1.pdf?serverRelativeUrl=%2Fadoxio_application%2F010678_C9095DF6BB43EB11B824005056838FCD%2FFloor%20Plan__1.pdf&documentType=Floor Plan) 922 kb

OUTSIDE AREAS

Proposed capacity of Outdoor Special Event Area(s):

Area No.	Size (in m^2)	Proposed Capacity
1	Lounge Patio (not Special Event Are	65
	Total Requested Capacity:	65

CAPACITY AREA

Provide occupant load for all new areas, as stamped on the submitted plans:

Capacity *

65

APPLICATION CONTACT DETAILS

Please provide contact information for the contact that the LCRB should communicate with regarding this application.

First Name *

Edna

Last Name *

Lizotte

Title/Position

Manager of Licensing - Rising Tide Consultants

Phone Number (main) *

6046692928

Email *

By submitting the email address, you agree that the Liquor and Cannabis Regulation Branch can use it to communicate with you about this application.

edna@risingtideconsultants.ca

DECLARATIONS

The application must only be submitted by an individual with the authority to bind the applicant. The branch relies on the applicant to ensure that the individual who submits this application is authorized to do so. Typically, an appropriate individual in a corporation will be a duly authorized signatory who will usually be an officer or, in some cases, a director
Note: A lawyer or consultant, may NOT submit this application on behalf of the applicant.

☐ * I understand and affirm that I am authorized to submit the application

Section 20 (1) of the Liquor Control and Licensing Act states: "The general manager may refuse to issue, renew, transfer or amend a licence if the applicant fails to disclose a material fact required by the application or makes a false or misleading statement in the application."

☐ * I understand and affirm that all of the information provided for this application is true and complete

LOCAL GOVERNMENT/INDIGENOUS NATION CONFIRMATION OF RECEIPT OF APPLICATION

LG/IN

Langley - Township

Name of Official

Joel Nagtegaal

Title/Position

Planner

Phone

(604) 533-6044

Email

jnagtegaal@tol.ca

Provide a Resolution/Comment and any supporting reports with comments on:

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

TO UPLOAD DOCUMENTS, DRAG FILES HERE OR BROWSE .
FILES MUST BE IN PDF, JPEG, OR PNG FORMAT.
MAX FILE SIZE: 25MB.

Occupant Load is the maximum number of people (patrons plus staff) permitted in a service area. The occupant load must be stamped or written, dated and signed on the floor plan by the appropriate authority.

If you will not provide the occupant load for the applicant, you must provide a letter confirming you do not issue occupant load. The Branch will accept an occupant load calculation from a professional architect or engineer.

A licence cannot be issued without final occupant load.

TO UPLOAD DOCUMENTS, DRAG FILES HERE OR BROWSE .
FILES MUST BE IN PDF, JPEG, OR PNG FORMAT.

MAX FILE SIZE: 25MB

MAX FILE SIZE: 25MB.

Opt Out of Comment | Reject Application | Provide Resolution

MANUFACTURER LICENCE
LOUNGE ENDORSEMENT APPLICATION

AT: CHABERTON ESTATE WINERY
1064 216TH STREET
LANGLEY, BC

APPLICANT: DOMAINE DE CHABERTON ESTATES LIMITED PARTNERSHIP
LICENCE NO. 300138

LETTER OF INTENT FOR A MANUFACTURER LICENCE LOUNGE ENDORSEMENT TO ADD PATIO
JANUARY 7, 2021

Submitted to:

Liquor Control & Licensing Branch
400-645 Tyee Road
Victoria, B.C.V9A 6X5

Submitted by:

Rising Tide Consultants Ltd.
1620 - 1130 West Pender Street,
Vancouver BC V6E 4A4
Tel: (604) 669-2928
Fax: (604) 669-2920

PRIMARY FOCUS OF THE BUSINESS

Chaberton Estate Winery is a licensed land-based winery manufacturing facility with a current interior lounge. The Licensee wants to add an outdoor lounge patio area at this establishment to enhance the guest experience.

The proposed lounge patio will be located immediately adjacent to the interior Lounge area of the building. The occupant load will be 65 persons for the outdoor lounge patio area. The interior Lounge currently has a capacity of 60 persons. This meets the Agricultural Land Reserve requirement for a lounge (125m2 lounge interior and 125m2 lounge patio).

Chaberton Estate Winery and the Bacchus Bistro provide visitors with a truly unique wine and dine experience. We offer daily tastings in our boutique tasting room, winery tours, and an exquisite dining experience, featuring authentic French cuisine at the Bacchus Bistro, which overlooks our 47.5 -acre vineyard. Its full selection of 100% BC VQA red and white wines are made from grapes grown locally in its vineyard, as well as specially selected grapes from vineyards in the Okanagan and Similkameen Valleys.

The unique environment offers guests and families a warm and welcoming farm experience. Furthermore, the knowledgeable and passionate staff and ownership help educate guests on diverse and quality products from their local farm and surrounding community.

The location of Chaberton Estate Winery is such that it will cater to different groups including residents of Langley and surrounding cities, the business people working in the surrounding area, and tourists visiting the Lower Mainland seeking a winery experience. The target market group will be primarily over 25 years of age with a variety of occupations.

Chaberton Estate Winery currently has a Temporary Extension of Service Area issued by the Liquor and Cannabis Regulation Branch until October 31, 2021 for this lounge patio.

HOURS OF OPERATION

The current approved hours of licensing for this lounge endorsement is 11:30am to 11:30pm, seven days per week. The Lounge patio will have the same hours.

FOOD SERVICE

Rated by the Vancouver Sun as one of the top 3 al fresco dining restaurants in Vancouver, the Bacchus Bistro serves authentic French bistro cuisine prepared with local ingredients and a West Coast flair. The Bacchus Bistro overlooks our 47.5 -acre vineyard, making our seasonal patio the best place to enjoy fine dining, 100% BC wines, and seasonal cuisine.

The “à la carte” menu from Bacchus Bistro is joined by the daily table d’hôte menu in which Executive Chef Ashley Chisham’s culinary prowess showcases local seasonal ingredients, as well as a suggested wine pairing from the complete selection of Chaberton wines.

ENTERTAINMENT

The entertainment in this lounge may from time to time include background music.

COMPOSITION OF NEIGHBOURHOOD

This area’s most prominent use is a farming community with some urban commercial and upcoming residential areas.

The location is current zoned appropriately for both the manufacturing facility including the lounge endorsement and no changes are required.

There are no other manufacturing facilities within a 3 block radius of this location.

NOISE IN THE COMMUNITY

The applicant will not permit the Chaberton Estate Winery to be detrimental to the area in anyway.

The applicant must follow the Township of Langley noise by-laws and ensure they are not a noise nuisance to surrounding neighbors. The applicant feels it is in their best interest to ensure no noise will negatively impact the surrounding community, as they are focused on attracting the surrounding residential community as their client base. Based on the above noted information, the applicant feels this lounge within the community will not create additional noise.

OTHER FACTORS

The applicant also submits the following additional factors for consideration:

- The size of the proposed lounge patio is a maximum of 65 persons;
- The applicant wishes to allow for minors if accompanied by a parent or guardian

All of which is respectfully submitted this 7th day of January, 2021.

Edna Lizotte
Manager of Licensing
Rising Tide Consultants Ltd.
1620-1130 West Pender Street

REPORT

Langley RCMP

Report Produced by: Dianne Robinson

Date of Report: 21.03.31

Township of Langley

PROJECT # 10-07-0003

Sent By:

Planner ~ Joel Nagtegaal



Civic: 1064 - 216 Street

Legal: Lot 3 Section 7 Township 1 O NWD Plan 14728

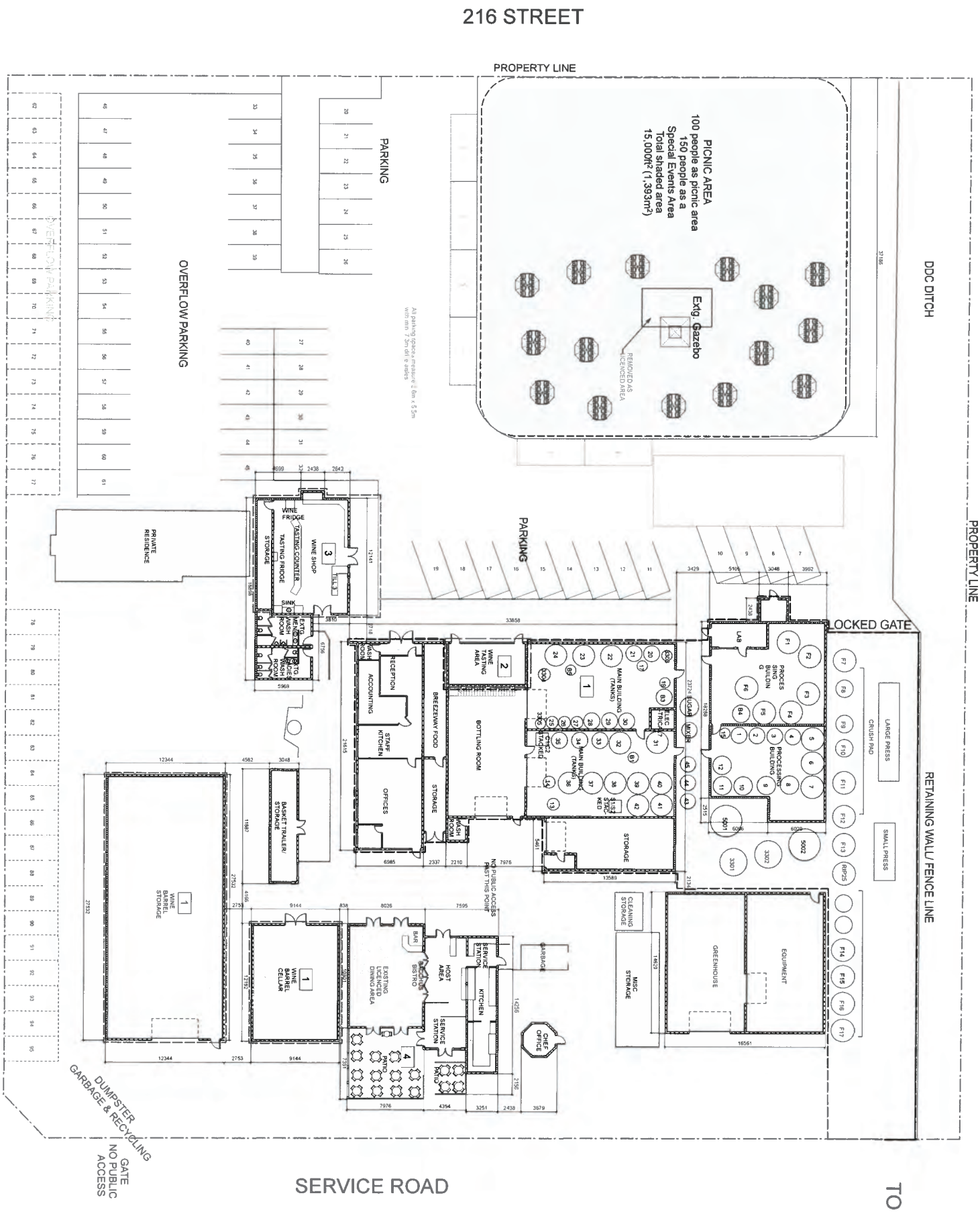
The applicant has applied to the Provincial Liquor & Cannabis Regulation Branch for an addition of a lounge patio at the winery. Existing zoning is Rural Zone (RU-3) and Rural Winery Zone (RU-11).

The Domaine De Chaberton Winery is located in a very rural area; there are two residences close by. One is on the east side of 216th Avenue and the other to the north of the winery. It is the writer's opinion, based on the hours of operation noted below and the nature of the winery, that there wouldn't be enough noise pollution coming from the patio service area to cause the occupants of the residences any disturbance in the peace and enjoyment of their homes. This opinion would change if loud music was to be played during hours of operation and were to exceed the Township of Langley's Community Standards Bylaw 5448: Noise and Sound.

At this time the stated hours of Operation for the patio will be the same as the current lounge; which are 11:30 AM to 11:30 PM seven days a week.

Regarding parking; *Domaine De Chaberton has 95 allocated parking spaces, this number is 28 spaces above the Township of Langley's occupant load requirement.*

If you have any questions regarding this review, please contact, Dianne Robinson Crime Prevention Program and Volunteer Coordinator 604.532.3210**.**


216 STREET
PROPERTY LINE
PICNIC AREA
100 people as picnic area
150 people as a
Special Events Area
Total shaded area
15,000ft² (1,393m²)
Extg. Gazebo
REMOVED AS LICENCED AREA
All parking spaces measure 2.6m x 5.5m with min 7.3m drive aisles
PARKING
OVERFLOW PARKING
OVERFLOW PARKING
DDC DITCH
PROPERTY LINE
PARKING
PRIVATE RESIDENCE
WINE FRIDGE
TASTING COUNTER
TASTING FRIDGE
STORAGE
WINE SHOP
3
TILL 3
SINK
MEN'S WASH ROOM
WOMEN'S WASH ROOM
LOCKED GATE
RECEPTION
ACCOUNTING
STAFF KITCHEN
OFFICES
WASH ROOM
BREEZEWAY FOOD
BOTTLING ROOM
STORAGE
WINE TASTING AREA
2
MAIN BUILDING (TANKS)
1
ELEC TRICAL
STACKED
MAIN BUILDING (TANKS)
STORAGE
LAB
PROCESSING BUILDING
LARGE PRESS
CRUSH PAD
SMALL PRESS
RETAINING WALL/ FENCE LINE
NO PUBLIC ACCESS PAST THIS POINT
BASKET TRAILER/ STORAGE
WINE BARREL STORAGE
1
WINE BARREL CELLAR
1
BAR
BISTRO
EXISTING LICENSED DINING AREA
HOST AREA
SERVICE STATION
KITCHEN
SERVICE STATION
PATIO
4
PATIO
GARBAGE
CHEF OFFICE
OLD WINE STORAGE
MISC STORAGE
GREENHOUSE
EQUIPMENT
DUMPSTER
GARBAGE & RECYCLING
GATE
NO PUBLIC ACCESS
SERVICE ROAD
TO

Township of Langley

Est. 1873

REPORT TO MAYOR AND COUNCIL

PRESENTED:	APRIL 12, 2021 - REGULAR MEETING	**REPORT:**	21-38
FROM:	ENGINEERING DIVISION	**FILE:**	5330-23-127
SUBJECT:	BUDGET TRANSFER REQUEST 202A STREET (7700 TO 7900 BLOCK)		

RECOMMENDATION:

That Council authorize the transfer of $677,692 from existing funding sources to add to a previously approved capital project to facilitate completion of 202A Street (RDS1302) to ultimate standards.

EXECUTIVE SUMMARY:

The project to widen 202A Street between 76 Avenue and 80 Avenue was included in the 2021 capital budget with the intent of addressing traffic flow, pedestrian safety, and congestion issues along this priority corridor, pursuant to Council direction. Construction of 76 Avenue, widening of 202A Street north of 76 Avenue, and installation of a traffic signal at 76 Avenue have all been completed as part of previous phases of the project, which were coordinated to align with the opening of new schools in the area. This report relates to the next phase of the project to complete the road widening project, fronting Peter Ewart Middle School and the Langley Events Centre (LEC) to the north, to ultimate standards including sidewalk, greenway, and installation of traffic signals at the access to the schools and the LEC at approximately the 77A and 78B Avenue alignments.

Subsequent phases to complete widening of 202A Street beyond the current scope, north to 80 Avenue, including completion of the intersection and related improvements, will be included as part of future capital budget submissions for Council's consideration of approval. These improvements will address traffic and congestion concerns and provide for improved traffic flow and safety in the area as part of a phased approach.

In order to avoid future public impacts, staff is proposing to complete underground utility and the greenway construction works in accordance with the requirements of the Jericho and Latimer Neighbourhood Plans as part of the road widening project which necessitates the requested budget transfer. Further, in order to avoid conflict with school operations and related pedestrian and traffic impacts, staff are proposing to proceed with the tender process immediately subject to Council approval, to complete the construction work during the summer months prior to schools opening in September 2021.

The additional scope of works beyond the previously contemplated road widening project includes greenways, pedestrian improvements, storm sewer works, and water main upgrades, that trigger the need for the requested budget transfer of $677,692, all of which are proposed to be constructed concurrently to improve efficiencies and avoid unnecessary future public impacts.

PURPOSE:

The purpose of this report is to obtain Council's approval to transfer funding from existing available budgets, including completed capital projects and developer contributions, to facilitate completion of the next phase of widening of 202A Street from the 7700 to the 7900 block, to ultimate standards, including greenways and signalizations, prior to start of the 2021 schools opening.

BACKGROUND/HISTORY

With the growth in the Willoughby area, the close proximity of the Langley Events Centre, and traffic from the addition of the new R.E. Mountain Secondary School (REMSS), there have been significant increases in traffic on both 80 Avenue and 202A Street. 202A Street, between 72 and 76 Avenues, has also been identified by Council as a priority corridor for completion as part of the Willoughby Arterial Road Community Amenity Program and Policy.

The recent 80 Avenue widening between 200 Street and 20100 block and addition of a traffic signal at 202A Street in 2018 and 2019, were aimed to address some of the traffic concerns in the area which improved access to the Langley Events Centre. Concerns related to traffic congestion during peak hours and associated delays at the intersection of 80 Avenue and 202A Street were addressed by the widening and intersection improvements including the addition of left-turn lanes and replacement of the all-way stop with a traffic signal, with the north-leg of the intersection anticipated as part of future development to the north.

As part of the development and construction of the new REMSS on 202A Street, the west side of 202A Street fronting the school and the north side of 76 Avenue from 201 Street to 202A Street were completed which included the installation of a new traffic signal at the intersection of 76 Avenue and 202A Street. As part of prior years' budgets, Council approved construction of 76 Avenue between 200 Street and 201 Street intended to provide circulation and connectivity to 202A Street and the new schools thereby providing enhancement with an alternative route for traffic accessing the Langley Events Centre (LEC), as well as schools in the area.

DISCUSSION/ANALYSIS:

As part of a phased approach, staff are proceeding with the next section of 202A Street and 80 Avenue road widening projects to provide further improvements to traffic flow, circulation, and provision of access to major facilities such as the schools and the LEC. The widening of the two corridors is proposed in phases, with the aim of accommodating as much construction of the ultimate works and underground utilities as possible such as storm sewer, watermains, and greenway construction.

For ease of reference, the phasing strategy can be identified as follows:

- Previous phases: 76 Avenue from 200 to 202A Streets and 202A Street north of 76 Avenue.
- Current phase: 202A Street from approximately the 77 Avenue alignment to the 79 Avenue alignment, including two new signalizations at the new schools and LEC access points.
- Future phases: 202A Street north of the LEC driveway access to 80 Avenue, and widening on the south side of 80 Avenue, including signal modifications and related intersection improvements.

With additional costs for greenway/pedestrian improvements and storm sewer and water upgrades for Phase 1 of the project, staff request Council's approval to transfer a total of $677,692 of available funding from the projects listed in the table below, including a $100,000 cash-in-lieu contribution for signals on 202A Street related to a nearby development project, to provide sufficient funding to complete Phase 1.

Subject to Council's approval, construction could proceed following the normal tender process, to commence as soon as possible, with completion of the construction anticipated prior to the opening of the schools in September 2021.

Financial Implications:

The table below identifies the proposed funding reallocation sources totalling $677,692. Reallocation of funds, subject to Council's approval, will **not** have any financial implications on the capital budget.

Work Breakdown	Project Title	Amount
WTR1047-01	Annual Water DCC Projects	$50,000
STW1094-01	Annual Stormwater DCC Projects	$75,000
RDS1036-01	Annual Roads DCC Projects	$125,000
RDS1214-01	Road Improvements: 80 Avenue from 200 Street to 20100 Block	$277,692
MA1002-03	Corporate Contingency	$50,000
RDS1032-01	Cash-in-lieu from development project for installation of pedestrian crossing at 202A Street and 79 Avenue (08-23-0183 - NRDRDS-314)	$100,000

Respectfully submitted,

Paul Cordeiro
MANAGER, TRANSPORTATION ENGINEERING
for
ENGINEERING DIVISION

This report has been prepared in consultation with the following listed departments.

CONCURRENCE	
Division / Department	**Name**
FINANCE DIVISION	Sandra Ruff

Township of Langley

Est. 1873

REPORT TO MAYOR AND COUNCIL

PRESENTED:	APRIL 12, 2021 - REGULAR MEETING	**REPORT:**	21-33
FROM:	ARTS, CULTURE AND COMMUNITY INITIATIVES DIVISION	**FILE:**	1850-20
SUBJECT:	2021 CAPITAL IMPROVEMENT AND COMMUNITY GRANTS		

RECOMMENDATIONS:

1.0 **That** Council approve an amendment to the Community Grants Policy 06-022 and add a new category called "**Combined Format Events"** in **Table A** and include the following condition statement to the general and category specific policy criteria:

In years where Provincial Health Orders restrict the number of community residents that can participate in programs, projects and events organized by community organizations that is below the required minimum number of participants stipulated by grants criteria, Council may approve grants that are based on a virtual/physical combination delivery format; and furthermore

That the upper limit for the new Combined Format Events category grant be set at $5,000 and be awarded on condition that the organization provide a list of ten (minimum) local community based artists, performers and suppliers that will be paid fees with the funding received from the Township of Langley;

1.1 **That** Council approve payment of **$10,000** under the Combined Format Events Grants category and that those funds be distributed to those organizations identified in **Table A**;

2.0 **That** Council approve an amendment to the Capital Improvement Grants Policy 06-021 to add the following definitions that will improve applicant understanding of criteria and simplify the online review process:

Capital Improvements are additions, restorations, enhancements and/or major repairs to the property and facility that support preservation, safety, and community accessibility. Replacement of interior fixtures may be considered as capital improvements when failure is imminent or beyond repair.

Capital Improvements are not chattels, equipment, appliances, furnishings, signage, public art, routine facility and property maintenance and or enhancements made for revenue generation purposes;

2.1 **That** Council approve payment of **$51,250** under the 2021 Capital Improvements Grants category and that those funds be distributed to those organizations identified in **Table B**;

3.0 **That** Council approve a payment of **$1,000**, to the Fort Langley Community Association, as identified in **Table C**;

4.0 **That** Council approve payment of **$46,500** under the 2021 Community Grants – General category to be distributed to those organizations identified in **Table D**;

5.0 **That** Council approve payment of **$10,000** under the 2021 Major Festivals Grants category to those organizations identified in **Table E,** conditional on the approval of their event plans by the Emergency Operations Centre (EOC), compliance with BC Health Orders, and the events as proposed being held;

6.0 **That** Council approve payment of **$5,000** under the 2021 Minor Festivals Grants category to those organizations identified in **Table E2,** conditional on the approval of their event plans by the Emergency Operations Centre (EOC), their compliance with BC Health Orders, and the events as proposed being held;

7.0 **That** Council approve payment of **$17,500** under the 2021 Community Grants - Banners category and that those funds be distributed to those groups as identified in **Table F**;

8.0 **That** Council approve payment of **$17,000** from 2021's funding allocations for graduating high school students to be distributed under the 2022 Community Grants - Scholarships – Public Schools category as identified in **Table G**;

That Council approve payment of **$4,000** from 2021's funding allocations for graduating independent high school students to be distributed under the 2022 Community Grants – Scholarships – Independent Schools category as identified in **Table G2**;

9.0 **That** Council approve payment of **$2,000** representing $250 to each of eight (8) Langley secondary school applications from 2021's funding allocations in support of the 2022 Dry Grads category as identified in **Table G3**;

10.0 **That** Council approve payment of **$1,500** in the Ceremonial Fly-By Category as identified in **Table H**; and

11.0 **That** Council review the applications, not having met grants criteria identified as "**To Be Determined by Council**" in **Table I**, and provide funding decisions and authorize staff to adjust funding amounts accordingly.

EXECUTIVE SUMMARY:

Community organizations continue to struggle with the ongoing COVID-19 pandemic. The majority of the 2021 applicants to the Community Grants program have tried to shift or adapt their projects, programs and events significantly during this period. Several have proposed virtual formats, or a combination of virtual with limited socially distant in-person events. Some have expressed hope that they can deliver a "back to normal" event in our community and have submitted applications with that in mind. Overall it has been extremely difficult for organizations to adapt to the ever changing scenario while trying to meet TOL grants funding criteria.

Additionally staff have tried their best to advise and guide community groups on how to meet criteria under such uncertain circumstances and conditions. The application period and review process has been significantly arduous and drawn out. This year staff communicated back and forth with various groups and revisited each of their applications a dozen or more times trying to find ways in which staff could recommend funding for their proposed initiatives. To say that the process has been time consuming is an understatement. Staff have had to make some of their recommendations this year on the basis of guesses and assumptions on whether a community group can deliver what they have proposed to provide the Township's citizens, should some form of restrictions continue.

Staff recommendations for 2021 are not wholly based on criteria being met. In fact very few organizations met the minimum number required for funding in 2020 and few will meet those

minimum numbers in 2021. Staff recommendations instead focused on the Community's Sustainability Charter which states: **"The Charter should inspire all residents to think, make decisions and act with an eye to the future as they go about their daily lives".**

Going about "daily lives" has been and continues to be difficult for many of the Township's residents. A multitude of community organizations, with their many citizens volunteering to make the Township of Langley a better place in which to live, are deserving of support in 2021.

As requested at a Council Meeting in February 2021, staff have come back with proposed policy amendment and recommendation that supports combined format events during periods where Health Orders restrict the number of individuals who can gather for programs and events.

Additionally staff are bringing forward a necessary amendment to the Capital Grants policy that clarifies criteria for those groups who have had great difficulty understanding what constitutes a capital project.

Altogether $216,646 in funds was requested by community groups in 2021 through the Township of Langley's online/integrated grants program. Staff are now recommending that $173,500 in support be considered by Council

The following chart summarizes the total funds available and recommended for distribution.

2021 Community and Capital Improvement Grants	Table	2021 Budget Envelope	2021 Recommended For Funding	Net Surplus
Combined Format Events	A	0	10,000	-10,000
Capital Improvement Grants - Meet Criteria	B	70,000	51,250	18,750
Community Association Grants	C	4,000	1,000	3,000
Community Grants – General - Meet Criteria	D	117,125	46,500	70,625
Community Grants - General – Not Recommended, representing $10,000 in funding requests	D2	0	0	0
Major Festival Grants	E	35,000	10,000	25,000
Minor Festivals Grants	E2	20,000	5,000	15,000
Nothing Without Effort (*Program On Hold)	-	35,000	0	35,000
Banners Grants	F	17,500	17,500	0
Scholarships – Public Schools	G	17,000	17,000	0
Scholarships – Independent Schools	G2	4,000	4,000	0
Dry Grads	G3	2,000	2,000	0
Ceremonial Fly By Grants	H	1,500	1,500	0
Community Grants - **To Be Determined by Council** representing $10,000 in funding requests	I	0	3,750	-3,750
Minor Festivals Grants – **To Be Determined by Council**	I	0	4,000	-4,000
Total Annual - Budget & Recommended		**323,125**	**173,500**	**149,625**

PURPOSE:

To provide Council with recommendations as per policy on grants distribution for capital improvements, community events/projects and scholarships, major festivals, dry grads, and banner installations. To provide Council further recommendations that would enhance or improve the Grants Program.

BACKGROUND/HISTORY:

According to Policies 06-021 and 06-022, non-profit organizations that operate in the Township may request by February 28 of each year, a grant for the organization of community events/projects or for capital projects on community halls. In addition, the Township has a Banner Program that is outlined in Policy 06-019 for the support of community associations who partner with the Township to produce and install street banners.

Since its adoption in 1982, Council has requested and endorsed many changes to the Community Grants Program and the Capital Improvement Grant Program. A detailed summary of past policy revisions was provided to Council in the 2019 Community Grants reports and presentations, and is attached at Attachment E – Presentation to CPC October 2019.

A 2021 Current List of General and Specialized Grants Criteria is found in Attachment D, Draft Revised Council Policy 06-022.

At the February 22 Regular Afternoon meeting of Council, the following resolution was approved:

> *Whereas the COVID-19 pandemic has very negatively impacted the arts and culture sector of our community;*
>
> *Whereas this sector provides programs, events, and services that define the very character of our vibrant community by enlivening, engaging, and bringing together our communities in ways that support our broader Township social and economic sustainability policies and objectives;*
>
> *Whereas the continuation of the COVID-19 pandemic health protocols and restrictions into 2021 precludes the types of historic gatherings and events that were funded by the Township community grant framework; and*
>
> *Whereas it is deemed necessary and desirable in the pandemic period to create a parallel funding model for virtual events in order to offer an opportunity for qualifying applicants to move forward with needed financial resources ensuring their survival in the Township of Langley;*
>
> *Therefore be it resolved that Council direct staff to bring forward a draft community grants policy amendment for Council review, that integrates additional criteria that will allow for the combination of virtual and limited in-person hybrid programming during the remainder of the immediate pandemic period, with further applicability to any instances of future pandemics that could restrict physical participation in events.*

Staff have prepared a policy amendment motion to this report for council's consideration that would integrate the following additional criteria:

> *In years where Provincial Health Orders restrict the number of community residents that can participate in programs, projects and events organized by community organizations that is below the required minimum number of participants stipulated by grants criteria, Council may approve grants that are based on a virtual/physical combination delivery format, and furthermore:*
>
> *That the upper limit for the new Combined Format Events category grant be set at $5,000 and be awarded on condition that the organization provide a list of ten (minimum) local community based artists, performers and suppliers that will be paid fees with the funding received from the Township of Langley;*

DISCUSSION/ANALYSIS:

Some long serving and well deserving community organizations did not submit applications this year. Other groups started applications only to abandon them before the submission deadline. Of the applications received this year, some neither fully met existing criteria nor met the proposed amended criteria (that Council directed staff to come back with).

Many of those organizations presenting non-qualifying projects have been placed in **Table I** for Council consideration of a smaller contribution, with the hope that the groups will survive and will return next year fully meeting criteria. While staff are not making recommendations in this category, staff are suggesting an amount to consider and have included it in the table. If Council chooses to award these groups some funds, staff will notify the organizations that while their projects did not meet criteria in 2021 Council has made an exception and is encouraging them to submit projects in 2022 that will meet criteria.

Council requested criteria amendment supporting combined format events and programs

At the February 22, 2021 Regular Afternoon meeting of Council, Council directed staff to bring forward a draft community grants policy amendment for Council review, that integrates additional criteria that will allow for the combination of virtual and limited in-person hybrid programming during the remainder of the immediate pandemic period, with further applicability to any instances of future pandemics that could restrict physical participation in events.

Staff have prepared a policy amendment attached to this report for council's consideration that sets up a **Combined Format Events** category for those organizations who do not meet existing criteria under the Major and/or Minor Festival funding categories and have included language that allows Council to consider such combined format programs and events under the **Community Grants – General category.**

General statement of community grants

According to Policies 06-021 and 06-022, non-profit organizations that operate in the Township may request by February 28 of each year, a grant for the organization of community events/projects or for capital projects specific bona fide community halls including Museums. Additionally, the Township has a Banner Program outlined in Policy 06-019 for the support of Community Groups who collaborate with the Township to produce and install street banners.

There are ten (10) grant categories considered in this report:

1.0 Combined Format Event Grants - 2021
2.0 Capital Improvement Grants - 2021
3.0 Community Association Grants - 2021
4.0 Community Grants – General - 2021
5.0 Community Grants - Major Festivals - 2021
6.0 Community Grants – Minor Festivals - 2021
7.0 Banner Grants - 2021
8.0 Community Grants – Scholarships - 2022
9.0 Community Grants - Dry Grad Grants - 2022
10.0 Fly By Grants - 2021

Grants Process Overview

This year's annual grant requests were received through the TOL online portal by the deadline of February 28, 2021 and processed according to specific criteria established by Council policy and according to the 2021 proposed policy amendment in consideration of ongoing Health Order restrictions and guidelines.

Category by Category Review

This report includes staff's recommendations for allocating total available funds for 2021 Capital Improvements Grants, 2021 Community Grants, and for 2022 Scholarships and Dry Grad Grants. To ensure accountability and a fair review process staff undertook an evaluation of each application received against eight established general criteria and several category specific criteria. Additionally new considerations were given to the applications received.

1.0 Combined Format Events

With the ongoing Covid-19 pandemic and related public health orders restricting large gatherings, staff were asked to come back to Council with a proposal to fund virtual/physical combination events.

If Council chooses to follow the staff recommended amendment to create this new category then the applications submitted for Aldergrove Festival Days and the Fort Langley Jazz Festival would meet criteria.

Two (2) applications for funding under this new criteria are **recommended for approval** with a total value of **$10,000.** These applications, are summarized in **Table A**.

2.0 2021 Capital Improvement Grants

Under the 2021 Capital Improvement Grants program, eight (8) applications are **recommended for approval** with a total value of **$51,250.** Each of the applications met funding criteria and are summarized in **Table B**. This amount is under the established 2021 Budget Envelope of $70,000 in this category.

Community Organizations applying for funding under this category had difficulty understanding what funding can be used for and staff are recommending that definitions be added to the **Capital Improvement Grants Policy 06-021** to improve applicant understanding of criteria and simplifying online review process. The following are the definitions that staff are proposing be added:

> *Capital Improvements are additions, restorations, enhancements and/or major repairs to the property and facility that support preservation, safety, and community accessibility. Replacement of interior fixtures may be considered as capital improvements when failure is imminent or beyond repair.*
>
> *Capital Improvements are not chattels, equipment, furnishings, signage, public art, routine facility and property maintenance and or enhancements made for revenue generation purposes;*

3.0 2021 Community Association Grants

Table C summarizes applications for Community Association Grants. One qualifying organization, the Fort Langley Community Association, submitted a completed application for a total of $1,000 in funding requests.

While a few groups from various communities came forward to Council in 2019 requesting funding for their activities and all four received grants in 2019, and two received funding in 2020, only one provided the required materials including a membership list, an annual financial statement, minutes of their last AGM and a summary of their initiatives undertaken during the past year that they had received a grant.

4.0 2021 Community Grants – General

Under the 2021 Community Grants - General program for community events / projects, staff reviewed twenty-nine (29) and **are recommending approval** of twenty-one (21) applications that meet prior and new criteria for funding for a total of **$46,500**. (**Table D**)

Two (2) applicants in this category that have not been funded in the past, demonstrate that they do not meet the majority of program criteria and **are not recommended** for any funding. (**Table D2**)

Six (6) prior applicants also did not meet all criteria, and are identified for Council's review in **Table I.** While staff are suggesting specific amounts be awarded to them they seeking Council's direction in regard to approving any funding amounts for these groups.

For ease of reference, staff have divided the Community Grants – General applications into three tables:

- **Table D** – Twenty-one (21) applications recommended for funding totaling $46,500
- **Table D2** – Two (2) applications, representing $5,000 in funding requests from applicants that have not been funded previously, and do not meet program criteria, that are not recommended for funding.
- **Table I** - Six (6) applications representing an additional $15,000 in funding requests that did not meet criteria, **to be reviewed and determined by Council.**

5.0 2021 Community Grants - Major Festivals

Under the 2021 Major Festivals Grants program, **Two (2)** applications are presenting physical events that are hopeful of meeting criteria and minimum attendance numbers. As gathering restrictions are still unknown and the organizations may not fully achieve what they are proposing, staff are recommending partial and conditional funding ($5,000 each), summarized in **Table E.** The conditions are summarized under the notes section of that table. These applications are from Langley Good Times Cruise-In, and the Langley Rotary Clubs Charitable Foundation's RibFest.

6.0 2021 Community Grants - Minor Festivals

Staff are recommending that Council **approve funding for** a total value of **$5,000** to support the Aldergrove Fair and Festival Association's Canada Day parade, as summarized in **Table E2.**

There were additional two applications, from the Aldergrove Legion for a Remembrance Day Parade and the Christmas in Williams Park Society that don't fully meet criteria and are identified in **Table I** for Council's review and consideration.

7.0 2021 Banner Grants

This year the Aldergrove Business Association and the Brookswood Merchants Association submitted funding requests totaling **$15,132** under the Community Grants – Banners program. **(Table F)** A third group from Fort Langley – the Fort Langley Community Association came forward seeking $4,764 in funding through this program claiming that the Fort Langley Business Improvement Association, on dissolution of their Society signed a Memorandum of Understanding (MOU) with them, appointing them the banners coordinating group for the Village.

While staff are supporting this group's request for funds this year, in the absence of any other group stepping forward, staff do not recognize that the MOU between the two groups is sufficiently transparent to officially anoint the Fort Langley Community Association as the organization to coordinate banners in the Village. Staff are preparing

a separate report on the Banner Grants program that will provide recommendations specific a fair and equitable process by which groups can selected as the representative organization for community improvements funding in specific areas and districts throughout the municipality.

As banner grants are not defined under Community Grants Policy 06-022 and are referenced under the Banner Program Policy 06-019, staff will provide further process recommendations in the pending report that will align it to the Banner Program and Neighbourhood Initiatives Program. Both of which are better matches specific delivery and implementation.

8.0 2022 Community Grants – Scholarships

Under the 2021 Community Grants program for scholarships to public schools, Nine **(9)** application **are recommended for approval** with a total value of **$17,000** This request is summarized in **Table G**. All applications are administered by the Langley Scholarship Committee - Langley School District Foundation.

Also Under the 2021 Community Grants program for scholarships Council has established the provision to provide scholarship grants to independent Secondary Schools in Langley. Staff recommend that **$4,000** in funding be allocated for up to six (6) independent schools, as summarized in **Table G2**.

9.0 2022 Community Grants - Dry Grad Grants

Table G3 summarizes the Grants for Dry Grad requests. Staff recommend that Council approve **$2,000** in support of **eight (8)** Township high schools.

10.0 2021 Ceremonial Fly-By Grants:

In 2019, Council established a new grant category for ceremonial fly-bys at the Township's **three (3)** Remembrance Day Ceremonies. The budget in this category is **$1,500**, and is identified in **Table H**.

Funding Envelope

The 2021 Operating Budget includes $323,125 base funding for Capital Improvement and Community Grants as identified in the report, of which **$173,500** is being recommended by staff for distribution.

CONCLUSION:

All applications received are available for review by Council members in the Arts, Culture and Community Initiatives office at the Township of Langley Civic Facility.

Staff have included as **Attachment B**, an excerpt from the City of Langley's Community Grant awards to date for 2021. The City of Langley offers the community two application deadlines a year and distributes funds in both the spring and the fall. For 2021, the City is reporting that it has distributed $114,076.29 to thirty-four (34) organizations, and will distribute their remaining funds with their second intake of grant applications this fall.

Applicable Policies:

Policy 06-021 – Capital Improvement Grants
Policy 06-022 – Community Grants
Policy 06-019 – Banner Program

Criteria from the above-mentioned policies have been provided within the body of this report.

Upon Council's approval of the 2021 Capital Improvement and Community Grants program, staff will prepare a release to communicate the significant financial commitment that is being made to Langley's non-profit organizations in support of the valuable work that they do in our community.

Financial Implications:

The 2021 Operating Budget includes $323,125 base funding for Capital Improvement and Community Grants as identified in the report, of which **$173,500** is being recommended by staff for distribution.

Respectfully submitted,

Peter Tulumello
DIRECTOR
for
ARTS, CULTURE AND COMMUNITIES INITIATIVES DIVISION

This report has been prepared in consultation with the following listed departments.

CONCURRENCES	
Division	**Name**
Finance Division	S. Ruff

ATTACHMENT A 2021 Grant Tables:

TABLE A	Combined Format Grants – To Be Reviewed by Council
TABLE B	Capital Improvement Grants – Recommended
TABLE C	Community Association Grants - Recommended
TABLE D	Community Grants – General – Recommended
TABLE D2	Community Grants – General – Not Recommended
TABLE E	Major Festivals – Recommended
TABLE E2	Minor Festivals – Recommended
TABLE F	Banner Grants – Recommended
TABLE G	Scholarships Public Schools
TABLE G2	Scholarships Independent Schools
TABLE G3	Dry Grad Grants
Table H	Ceremonial Fly-By Grants
TABLE I	All Grants To Be Reviewed by Council (Community Grants, Major Festivals and Minor Festivals)

ATTACHMENT B List of City of Langley 2021 Grants awarded extracted from their website
ATTACHMENT C Draft Amended Council Policy 06-021 Capital Improvement Grants
ATTACHMENT D Draft Amended Council Policy 06-022 Community Grants
ATTACHMENT E Grants Historical presentation to CPC October 2019

TABLE A

Combined Format Festival Grants - To Be Reviewed By Council

Organization	Type	Previous Grant/New Request	Criteria Met	Amount Requested	Notes	Amount Recommended	Reference Number
Aldergrove Agricultural Fair and Festival Association	Aldergrove Fair Days	Yes	Yes	$10,000	Projected physical attendance of 800 vehicles does not meet Grants Criteria, however Council is considering an amendment to policy that will allow a combination of virtual and physical participation in programs and events. Staff have difficulty recommending a full award of $10,000 as expenses are less than anticipated revenues and believe organizations will survive with a $5,000 grant.	$5,000	**A1**
Fort Langley Jazz Festival	Fort Langley Jazz Festival	Yes	Yes	$10,000	If grants criteria is amended to accept a blend of virtual and physical then this application is likely to meet the new criteria. Financial statements provided are presented in a manner that seems to limit information both on the revenue side and the expenditure side. Grants are not typically reported as donations and consulting fees should be more transparent when they form the largest portion of a group's costs. Finally, the intent of a Festival Grant is to provide free access to Township of Langley residents - without a clear understanding of how many of the performances will be free and how many will be by admission, it is difficult to determine the true value to public Regardless the proposed festival format is acceptable under the new criteria if adopted.	$5,000	**A2**
	TOTAL GRANTS RECOMMENDED: (2)					**$10,000**	

Capital Improvement Grants

Organization	Type	Previous Grant/New Request	Criteria Met	Amount Requested	Notes	Amount Recommended	Reference Number
Aldergrove Coghlan Hall Society	Hall Improvements - Roof Repairs, Painting, Shelving, Sound System and Lighting	Met	15000	$7,500	Request for Sound System does not meet criteria. Approval for other items recommended.	$7,500	**B1**
BC Farm Museum Association	Queen Street Building Grounds and Parking Improvements	Yes	$15,000	$7,500	Grounds and Parking lot improvements are not projects that the Township of Langley has traditionally supported under the Capital Improvement Grant program. As a few groups have put forward proposals for grounds repairs and parking area upgrades this year, staff are recommending that criteria be amended and capital improvements be better defined to include improvements made to the properties on which these buildings are situated. Staff are recommending the full amount of $7500 with the submission of expenses totalling $15,000.	$7,500	**B2**
Fort Langley Community Improvement Society	Technical Upgrades (Electrical / Acoustics), Plumbing Upgrades, Exterior Lighting and Projector	Yes	$15,000	$7,500	Plumbing improvements is the only thing that appears to meet criteria - the rest appears to be equipment or decoration and design.	$7,500	**B3**
Fort Langley Lions Seniors Hall	Flooring and Cabinet Upgrades	Yes	$15,000	$7,500		$7,500	**B4**
Langley Players Drama Club	Interior renovations and addition	Yes	$100,000	$7,500	Organization is making a significant investment in their building including renovating the stage and adding a back of house. The hall has been used for the purpose of "community theatre" for many years, and the improvements proposed align with improving the quality of life for our residents in the delivery of arts, cultural programs.	$7,500	**B5**
Milner Community Association	Major Repairs to Building Exterior and Grounds	Yes	$65,000	$7,500	In 2020 a watermain into the building burst and caused damage to the interior of the community hall. Interior were covered through insurance. Insurance however would not pay for the sidewalk and landscaping that had to be torn up to replace the main. While funding through the capital improvement grant in past years has been focused on the preservation and improvements to the facility, staff, staff believe a contribution should be made for repairs that are directly related to protecting the facility from further harm. A proposed amendment to policy adding clearer definition of capital improvements is being made.	$7,500	**B6**
Murrayville Community Hall	Building Safety Upgrades - Food Prep Area and Crawlspace and Foundation	Yes	$2,500	$1,250	Group has made improvements to their rental policies that addressed last year's - non community centric rental rates and use by community. They are proposing repairs and upgrades that are safety and/or preservation related including food safety, flood protection. Staff are confident that the group is now meeting all criteria and have proposed projects that the Township of Langley should be supporting.	$1,250	**B7**

Willoughby Community Hall Association	Safety Improvements - Exterior Motion Sensor Lights and Landscaping Improvements	Yes	$10,000	$5,000	Grounds and exterior lighting improvements are not projects that the Township of Langley has traditionally supported under the Capital Improvement Grant program. As a few groups have put forward proposals for grounds repairs and parking area upgrades this year, staff are recommending that criteria be amended and capital improvements be better defined to include improvements made to the properties on which these buildings are situated.	$5,000	**B8**
	TOTAL GRANTS RECOMMENDED: (8)					**$51,250**	

TABLE C

Community Association Grants | Allocation by Budget $4,000

Organization	Type	Previous Grant/New Request	Criteria Met	Notes	Amount Requested	Amount Recommended	Reference Number
Fort Langley Community Association	Operations	Yes	Yes		$1,000	$1,000	**C1**
	TOTAL GRANTS RECOMMENDED: (1)						**$1,000**

TABLE D

2021 Community Grants – General | Allocation by Budget $117,125

Organization	Nature of Grant Request	Previous Grant	Criteria Met	Amount Requested	Notes	Amount Recommended	Reference Number
Alder Grove Heritage Society	Community Heritage Event	Yes	Yes	$2,500	It is difficult to determine if the event will occur in September 2021 without knowing whether the organization will be able to hold it due to potential attendance restrictions remaining. If they do combine this proposed event with a virtual presentation as they did in 2020, they will likely meet the alternate proposed pandemic related criteria that Council is entertaining this year. As such, staff are basing the recommendation to support on their report that they reached over 5,000 on Facebook last year.	$2,500	**D1**
Aldergrove Agricultural Fair and Festival Association	Aldergrove Christmas Light Up Parade and After-Party	Yes	Yes	$2,500	The Aldergrove Christmas Parade has been a favorite of the community for a number of years now and something Council has supported by way of grants and participation. Staff are recommending that Council continue to support what has become an annual tradition.	$2,500	**D2**
B.C. Farm Museum Association	To hold various special events between May and October, 2021.	Yes	Yes	$2,500		$2,500	**D3**
Brookswood Village Merchants	Brookswood Summerfest	Yes	Yes	$2,500	Summerfest is the only community based celebration held in the Brookswood Community. Council has supported this Brookswood Village Merchants Association program in the past and staff recommend support in 2021.	$2,500	**D4**
Creative Compass Society	Myles of Smiles Music Project, Music Showcases and Wheels of Time Theatrical Performances	No	Yes	$2,500	Group proposes a video display at the old CN Rail Station in Fort Langley in combination with hoped for live concerts in the fall. As this is a new group with no prior track record of programs delivery - staff are recommending partial funding this year.	$1,250	**D5**
Encompass Support Services Society	Program in the Park	Yes	Yes	$2,500	Project has been supported by Council in past years and is carried out in outdoor spaces most specifically Township of Langley Parks. As social connectivity in an outdoor setting becomes more important to children and families, staff believe this proposed project merits support again.	$2,500	**D6**
Fort Gallery	Two Art Exhibitions and Associated Programs	Yes	Yes	$2,500	Under current Covid Restrictions, the gallery is open to the public in 2021. The group is seeking support of their exhibition program and in particular an exhibition that celebrates local history specific Hawaiian participation in the early days of Fort Langley. Support of this artist non-profit, aligns also with the Township's Arts and Cultural Services plan in respect to community spaces in which art can thrive. Staff are recommending full funding of these exhibitions and their associated programming.	$2,500	**D7**
Fort Langley Community Improvement Association	Christmas Tree Lighting and Community Donation Program	Yes	Yes	$2,500	The Christmas Tree Lighting celebration and other programs and events that they organized are intended to support other community service clubs and groups in the Fort Langley community.	$2,500	**D8**

Fraser Region Community Justice Initiatives Association	The Little Black Book	Yes	Yes	$2,500	This group continues to support youth in our community with their "black book" initiative that provides resource information on health, violence prevention, anti-bullying, youth counselling and community recreation. Prorated.	$1,500	**D9**
Inclusion Langley Society	Langley Children Committee - Welcoming Library	Yes	Yes	$2,500	Group is proposing a program that is intended to serve children and families from immigrant communities. The program meets TOL Community Grants criteria and merits the full support of Council for this initiative.	$2,500	**D10**
KidSport Langley	KidSport Langley Grants	Yes	Yes	$2,500	The group provides opportunities for local children and youth to participate in organized sports.	$2,500	**D11**
Langley Animal Protection Society (LAPS)	Continue free spay / neuter program for cats	Yes	Yes	$2,500	This program ensures that low-income residents can get their cats spayed for free. Ear tattoos are also provided ensuring wandering felines can be reunited with their owners if lost and found.	$2,500	**D12**
Langley Arts Council	Concert Series	Yes	Yes	$2,500	Project proposed is a blend of physical and online presentations in collaboration with the Coast Salish Arts and Culture Society and the Lower Fraser Valley Aboriginal Society. The LAC has presented the proposed program format claiming that if and when restrictions are lessened, they will modify delivery of these events based on that potential situational change. Staff support that approach as it indicates a willingness of the organization to immediately return to the physical presentation format.	$2,500	**D13**
Langley Community Chorus	2021 Choral Season	Yes	Yes	$2,500	The proposal of this organization to purchase - specialized singing masks presents a unique opportunity for the organization to eventually return to practice and perform if some restrictions of gatherings are lifted. Additionally the group is proposing to create some professional videos that would be distributed to area care homes. Staff believe, this meets amended temporary criteria and are recommending a full grant to support the proposed project and potential events.	$2,500	**D14**
Langley Human Dignity Coalition	Changing Communities and Connections	No	Yes	$2,500	This group did not present an actual program, event or activity in 2020 when they applied for funding and staff recommended that funding be denied. This year the group is actually presenting activities that will connect senior and youth to each other culminating in exhibitions or events, related to the activities. Staff do feel that there is some potential in the proposed project and would like to recommend $1000 to get their initiative moving forward.	$1,000	**D15**
Langley Literacy Association	Purchase new books for 2021 “Wrap-A Read” project	Yes	Yes	$2,500	The Wrap-a-Read program provides books to children and or youth from low-income families each Christmas, promoting literacy in the Township of Langley.	$2,500	**D16**

Langley Meadows Community Association	Annual Community Fall Fair	Yes	Yes	$2,500	Group is proposing an in-person event (annual fall fair) with no virtual component to it. It remains to be seen whether gatherings above 250 will be allowed this fall. Last year the group did receive the full award based on an alternate proposal that met criteria for funding. This year's application with supporting financial statement reveals that the group only had $641.93 in expenditures. Staff believe that need for funds to execute an event has not been established by the applicant and therefore are recommending a pro-rated amount be given to the Community Association this year.	$1,250	**D17**
Langley Ukulele Association	2021 Summer Camps, Learning Groups and Performing Groups	Yes	Yes	$2,500	Langley Ukulele Association continues to contribute to vibrancy of our community through musical presentations. With its education mandate to train children and youth, Council has provided grants for their summer camps held in the community. Staff are again recommending support of this groups activity in the community.	$2,500	**D18**
Langley Volunteer Bureau	Volunteer Outreach, Education and Promotion	Yes	Yes	$2,500	The Langley Volunteer Bureau connects community volunteers with a number of community organizations that are reliant on people resources to carry out their activities in the Township of Langley. They are seeking funding for an initiative that is intergenerational and social connective important to the sustainability of our community, particularly in follow-up to a year of isolation of seniors. Staff recommend that the project be supported by Council.	$2,500	**D19**
Lower Fraser Valley Aboriginal Society	Annual National Indigenous Peoples Day Event	Yes	Yes	$2,500	Group proposes a combination video and in person gatherings during Indigenous Peoples week. Staff do not know whether the size of outdoor gatherings will be increased by late June to meet the minimum threshold of 250 people, however staff do believe with a tandem virtual presentation, they will achieve higher outreach. Staff are recommending full support of this event based on amended criteria relative to the pandemic to support virtual presentations.	$2,500	**D20**
Volunteer Cancer Drivers Society	Ongoing service to provide free transportation for cancer patients to access treatments.	Yes	Yes	$2,500	Provides a valuable service to community members requiring transportation to doctors and hospitals related to cancer treatment	$1,500	**D21**
	TOTAL REQUESTED:			**$52,500**	**TOTAL RECOMMENDED:**	**$46,500**	

2021 Community Grants - General - NOT RECOMMENDED DUE TO PROGRAM CRITERIA

TABLE D2

Organization	Nature of Grant	Previous Grant	Criteria Met	Total Grant Requested	Notes	Amount Recommended	Reference Number
Acts of Kindness	AOK Kindness Hub	No	No	$2,500	While the work of AOK is worthy of community support, similar to Food Banks and other initiatives intended for social good and benefit of those community members in need, the request for funding is not specific a particular project, event or initiative and is merely an extension of their mandate. As they appear to be an outreach program associated at local Church, staff are not recommending approval of their request for a grant.	$0	**D2-1**
Langley Dance Connections	Music for Dance Connections	No	No	$2,500	While there is merit to supporting projects that improve social interaction in under-served special needs communities - 80 to 100 participants is well under the 250 minimum served. Council should likely investigate establishing a smaller grants stream to support minor initiatives of this nature.	$0	**D2-2**
	TOTAL GRANTS NOT RECOMMENDED: (2)					**$0**	

TABLE E

Major Festivals - Recommended For Conditional Approval

Organization	Nature of Grant	Previous Grant	Criteria Met	Total Grant Requested	Notes	Amount Recommended	Reference Number
Langley Good Times Cruise-In	Langley Good Times Cruise-In & Swap Meet	Yes	Yes	$10,000	Group is presenting a two-day event in September - a Car Show in downtown Aldergrove on September 11, and a Swap Meet at Aldergrove Secondary School September 12. Funding of this event should be conditional on the group putting together a plan for review of the EOC that would meet any BC Health Order restrictions at the time the event is planned to be held.	$5,000	**E1**
Langley Rotary Clubs Charitable Foundation	Ribfest Langley	Yes	Yes	$10,000	This group is presenting a return to a physical format event in 2021 that they believe will attract 15,000 people. Staff do not feel that holding such an event is realistic and doubt that the Province will drop all restrictions to allow such large gatherings. While they propose this as a Drive Through event, they are not presenting sufficient information for staff to ascertain whether such an event is logistically possible in McLeod Athletic Park or what impact the volume of vehicle traffic will have on TOL fields. Because this application has been presented as 100% physical and without a virtual alternative Council must assess it on that basis. Staff are recommending conditional approval of $5,000 with the submission of a more detailed logistical plan for sign-off of our EOC and Parks Department considering impact on the park for vehicular traffic and that the proposed plan is not in contravention of health orders.	$5,000	**E2**
	Total Major Festival Grants Recommended for Conditional Approval: (2)					**$10,000**	

Community Grants - Minor Festivals - Recommended

TABLE E2

Organization	Type	Previous Grant/New Request	Criteria Met	Amount Requested	Notes	Amount Recommended	Reference Number
Aldergrove Agricultural Fair and Festival Association	Aldergrove Canada Day Parade	New	Yes	$5,000	Parades are an acceptable event under the minor festivals category and this group has presented sufficient planning documents, information and a budget to indicate expenses that they are asking the Township of Langley to support. Following the same format as last year given potential distancing requirements, this parade will meet all criteria.	$5,000	**E2-1**
	Total Minor Festival Grants Recommended for Conditional Approval (1):					**$5,000**	

Community Grants - Banners **TABLE F**

Organization	Type	Criteria Met	Previous Grant	Amount Requested	Amount Recommended
Aldergrove Business Association	• Purchase, installation and maintenance of banners	Yes	Yes	$7,000	$6,000
Brookswood Merchant Association	• Purchase, installation and maintenance of banners	Yes	Yes	$8,132	$7,000
Fort Langley Community Association	• Purchase, installation and maintenance of banners	No	New	$4,764	$4,500
	Total Grants Recommended:				**$17,500**

Table G

Community Grants – Scholarships for Public Schools

Organization	Type	Criteria	Previous Grant	Amount Requested		Amount Recommended
Langley Scholarship Committee	• $2,000 (2 x $1000) to each of 8 secondary schools • $1,000 to Apex	Yes	Yes	$17,000		$17,000
		Total Grants Recommended:				**$17,000**

TABLE G2

Community Grants –Scholarships for Independent Schools

Organization	Type	Criteria	Previous Grant	Amount Requested		Amount Recommended
Aldergrove Christian Academy	• $500 scholarship	Yes	Yes	$500		$500
Credo Christian	• $1,000 scholarship	Yes	Yes	$1,000		$1,000
The King's School	• $500 scholarship	Yes	Yes	$500		$500
Langley Christian	• $1,000 scholarship	Yes	Yes	$1,000		$1,000
Whytecliff Agile Learning Centre	• $500 scholarship	Yes	Yes	$500		$500
Fraser Valley Adventist Academy	• $500 scholarship	Yes	No	$500		$500
		Total Grants Recommended:				**$4,000**

TABLE G3

Community Grants - Dry Grad

Organization	Previous Grant	Grant Type	Criteria	Total Grant Requested		Amount Recommended
Aldergrove Community Secondary School	Yes	Dry Grad	Yes	$250		$250
Brookswood Secondary School	Yes	Dry Grad	Yes	$250		$250
DW Poppy Secondary School	Yes	Dry Grad	Yes	$250		$250
Langley Fine Arts School	Yes	Dry Grad	Yes	$250		$250
Langley Fundamental School	Yes	Dry Grad	Yes	$250		$250
Langley Secondary School	Yes	Dry Grad	Yes	$250		$250
RE Mountain Secondary	Yes	Dry Grad	Yes	$250		$250
Walnut Grove Secondary School	Yes	Dry Grad	Yes	$250		$250
		Total Dry Grad Grants Recommended:				**$2,000**

Table H

Community Grants - Ceremonial Fly-By

Organization	Previous Grant	Grant Type	Criteria	Total Grant Requested		Amount Recommended
Remembrance Day Ceremonies	Yes	Dry Grad	Yes	$1,500		$1,500
		Total Ceremonial Fly-By Grants Recommended:				**$1,500**

TABLE I

2021 Community Grants - Criteria Not Met - TBD By Council

Organization	Type	Previous Grant	Criteria Met	Amount Requested	Notes	Suggested Amount	Reference Number
Canadian Animal Rescue & Extended Shelter Society	Walk-a-thon	Yes	**NO**	$2,500	The event that this organization proposes "annual walk" fundraiser is not one that meets the criteria for a community grant. While describing the expenditures of the walk that they undertook in 2021 of the Milner area, they showed "gifts, lunch and t-shirts" for the participants. In prior year's Council has supported pet neutering as an acceptable program.	$500	**I1**
Langley Community Farmer's Market	Farmer's Market	Yes	**NO**	$2,500	In past community grant applications to TOL Council, the Farmers Market requested funds for specific activities and programs that were related to education and/or entertainment, transcending an agribusiness enterprise model. This year they appear to be seeking operational funding through the Community Grants program which in effect is not eligible for grants funding under current criteria. Council may wish to fund the Farmers Market outside of the grants program.	$500	**I2**
Bard in the Valley	Summer Shakespeare Festival	Yes	**NO**	$2,500	In 2020 the Society made the decision to stop providing free community performances at Willoughby Community Park or at the Fort Langley Community Hall and instead chose to hold their performance at a winery in South Langley. The Society also decided to continue performing at a City park. Staff did not recommend support in 2020 for various reasons including accessibility to Township residents. This year the society is proposing to stream video production of their live performance planned at the winery in South Langley and looking for support. As Council is considering funding live/virtual versions of programs this year staff are leaving this for council to decide whether they are fulfilling the requirements of proposed amended criteria.	$500	**I3**
Fort Langley Lions	May Day Event	Yes	**No**	$2,500	This society is looking for support of a virtual presentation of past May Day Parades similar to what was presented online last year. ACCI would like to make Council aware that Langley Centennial Museum staff were very much involved in the production of the presentation using the photographs collected by the club, in addition to photos from other sources. Staff do not believe that the proposed “virtual only” presentation meets the proposed amended criteria supporting a blend of virtual and physical and looking for Council to make a decision as to whether the Lions Club should be supported with a community grant.	$500	**I4**

Langley Pos-Abilities Society	Give the Gift of Mobility	Yes	**NO**	$2,500	While the mission of this Society is an important one, they are applying for funds to repair 3 to 5 scooters. They are indicating that the project will only serve 48 Township of Langley residents. Neither the project nor the number of residents served meets funding criteria. They further reported that they only spent $500 of last year's grant of $1250. Council has supported the Langley Pos-Abilities Society for a number of years with grants and therefore staff are bringing their request for support forward for consideration outside of the community grants program.	$750	**I5**
Rotary Club of Aldergrove	IPad for Seniors	Yes	**NO**	$2,500	The iPads for seniors program that the Rotary Club wants the Township to contribute to is one that has merit under the community grants program. It meets most of the Township's sustainability goals and is intended to connect seniors with youth The request to pay for half of the proposed costs doesn't correlate to the number of citizens that the club indicates the program would serve, and staff believe the lions share of cost should be the club's responsibility. Staff are recommending a pro-rated grant recognizing numbers served.	$1,000	**I6**
	Total Community Grants To Be Reviewed by Council: (6)			**$15,000**			

2021 Minor Festivals Grants - To Be Determined by Council

Organization	Type	Previous Grant/New Request	Criteria Met	Amount Requested	Notes	Not Recommended but suggested	Reference Number
Aldergrove Legion #265	Remembrance Day Parade	New	**NO**	$5,000	Parades are now being considered under the minor festivals stream of the community grants program. This group has not presented a budget with respect to the proposed parade citing annual changes to the determination of traffic control on the part of Township transportation departments. While the group could have present a budget from a prior year, they did not. While the organization predicts they will have over 5000 participant viewers along the short parade route, staff are fairly skeptical that this could be achieved. It is up to Council to determine if they wish to provide a grant.	$2,000	**I7**
Christmas in Williams Park Society	Christmas in Williams Park Event	Yes	**NO**	$5,000	No events budget or proper financial statements were attached to the application as required. Applicant did eventually provide a spreadsheet consisting of bank transactions for the past year, showing a current bank balance of $18,124 after $19,560 in revenues and $19,318 in expenditures for the year without a Township of Langley Festival Grant. The application also reveals that TOL Parks Operations Staff are doing set-up take down and maintenance for this project. While the event meets minor festivals criteria, Council will need to make a decision based on need to fund beyond the significant work in kind contribution already provided this Society.	$2,000	**I8**
	TOTAL SUGGESTED FUNDING - Table A					**$7,750**	

2021 Community Grants that have been awarded by City Council as follows:

Organization	**Awarded**
Bard in the Valley	$ 14,948.19
Big Brothers Big Sisters of Langley	$ 4,000.00
Boys and Girls Clubs of South Coast BC	$ 3,000.00
Children of the Street Society - PLEA Community Services	$ 1,000.00
DLBA - Events (Arts Alive Festival)	$ 10,000.00
Fraser Region Community Justice Initiatives (CJI)	$ 2,000.00
Fraser Valley Cultural Diversity Awards	$ 1,000.00
HD Stafford Middle School PAC	$ 3,500.00
KidsSport Langley	$ 2,500.00
Langley 4H District Council*	$ 150.00
Langley Amateur Radio Association	$ 800.00
Langley Animal Protection Society	$ 5,000.00
Langley Care Foundation - Langley Lodge	$ 2,500.00
Langley Children's Committee	$ 2,000.00
Langley Flippers Swim Club	$ 2,100.00
Langley Food Bank	$ 4,168.00
Langley Fundamental Dry Grad	$ 500.00
Langley Lawn Bowling Club	$ 2,000.00
Langley Literacy Association	$ 2,500.00

Langley Meals on Wheels	$	5,000.00
Langley Mustangs Track Club	$	4,737.50
Langley Pos-Abilities Society	$	2,500.00
Langley Rotary Clubs - RibFest Langley	$	2,500.00
Langley Scholarship Committee*	$	4,500.00
Langley Senior Resources Society	$	15,000.00
Langley Volunteer Bureau	$	1,250.00
Lower Fraser Valley Aboriginal Society	$	3,500.00
Pitch in Canada*	$	425.00
Silver Diamond Country Dancers Association	$	1,000.00
Valley Therapeutic Equestrian Association	$	3,497.60
Vancouver Youth Arts (VAYA) *Formerly KPU International Music Fest*	$	5,500.00
Youth Parliament*	$	1,000.00
Total	**$**	**114,076.29**

Township of Langley
Est. 1873

COUNCIL POLICY

Subject: Capital Improvement Grant Program

Policy No:	**06-021**
Approved by Council:	**02-020**
Revised by Council:	**1998-09-24**
	2016-07-25
	2019-11-18

1. Purpose

1.1 To provide annual grants for capital improvements to community facilities andorganizations serving the Township.

2. Background

2.1 Many community organizations operate facilities for the benefit of Townshipresidents.

3. Definitions

3.1 Capital Improvements are additions, restorations, enhancements and/or major repairs to the property and facility that support preservation, safety, and community accessibility. Replacement of interior fixtures may be considered as capital improvements when failure is imminent or beyond repair.

3.2 Capital Improvements are not chattels, equipment, furnishings, signage, public art, routine facility and property maintenance and or enhancements made for revenue generation purposes.

4. Related Policy

4.1 06-022 Community Grants Program

5. Policy

5.1 The application criteria and information, as amended and or updated from time to time by the Director of Recreation, Culture andParks, is applicable for the Capital Improvement Grant Program.

6. General Grant Criteria

6.1 Proof of Non-Profit Status

The applicant must be a registered non-profit group or organization serving the Township of Langley, and must provideproof of non-profit status with their application.

6.2 Financial Disclosure

The application must demonstrate that all other avenues of income generation have been pursued.

The requested funding must not provide for administrative salaries; preference will be given to groups whose applicationsshow a great deal of volunteer effort.

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6.3 Membership

The majority of the members, volunteers, or directors of an applicant organization must be residents of the Township of Langley, and the majority of the individuals served by the project/initiative must be residents of the Township of Langley.

6.4 Community Served

Projects and initiatives must be accessible to the general public and must benefit a minimum of 250 residents to qualify communityorganizations for funding.

The amount of a grant may be pro-rated from the maximum amount to reflect the percentage of Township of Langley residentsbenefitting from the project / initiative.

6.5 Accountability

All grant recipients are required to submit a copy of their most recent AGM minutes, including a list of executives, and a year-in review report which includes an overview of how Township fundingwas used in the previous year (if applicable).

6.6 Acknowledgement

All grant recipients are to acknowledge the financial contribution ofthe Township of Langley on their promotional material and websiteand must provide proof of such recognition with attached scans of printed materials and exact links to web pages on which the Township is recognized.

6.7 Project Eligibility

Applications for funding of grants must:

Demonstrate benefit to the Township
Involve local residents
Be held in the Township of Langley
Promote the identity of Langley
Enhance the quality of life for Township residents

6.8 Sustainability Goals

Each application must directly contribute to the Township's Sustainability Goals, available at: tol.ca/sustainabilitycharter

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7. Capital Improvement Grant Criteria

7.1 Capital Improvement Grants are available to “bonafide communityhalls” which are defined as those halls which exist solely for the use of the residents within the community and are owned and operated by the organization as a community hall.

7.2 Capital Improvement Grants are also available to qualifying Community Museums that meet all other General Grant Criteria.

7.3 A maximum of one Capital Improvement Grant may be awarded toan organization in a calendar year.

7.4 Applications will be fully reviewed each year with respect to meeting the current grant criteria. No priority will be given to grant applicants based on an organization having received previous grant awards.

7.5 Grants are provided on a matching basis equal to 50% of actualcosts, to a maximum of $7,500 per grant. The work must not be completed before the grant application is approved.

7.6 Grants are approved on an individual basis each year and are not to be viewed by applicants as an automatic source of ongoing, annual funding.

7.7 The proposed capital improvement must comply with all municipal,provincial and federal rules, acts, laws, and regulations and all permits and authorizations are to be submitted when funds are requested.

8. Capital Improvement Grant – Process

8.1 The Township awards grants annually to registered non-profit organizations serving the Township of Langley and its residents. Capital Improvement Grants are reviewed by Council after recommendations from the Arts, Culture and Community InitiativesDivision.

8.2 Organizations are to complete and submit all applicable sectionsof the application and supporting materials to the Township of Langley by February 28, 2020.

8.3 Applications must meet all specified criteria in order to beconsidered.

8.4 Council has yet to authorize the 2020 budget and has therefore not finalized the overall funding envelope for 2020 Capital Grants.

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8.5 Payment

If the Capital Improvement Grant application is approved, the organization is provided with a Capital Improvement Grant Certificate. Organizations must complete the certificate and present it to the Township's Arts, Culture and Community Initiatives Division prior to payment being issued. No advance offunds by the Township of Langley is possible prior to actual expenditure of funds by the organization.

8.6 Payment will be made only for those capital improvements requested in the approved grant application, and only actual costs supported by receipts can be considered. If unanticipated changesare subsequently made to your capital improvement program, the Township must authorize the changes prior to the expenditure being made.

8.7 The grant payment claim must be made no later than December 31. Should the organization not be able to claim prior to December31, the grant is terminated. The proposed capital improvement must comply with all municipal, provincial, and federal rules, acts, laws, and regulations and all permits and authorizations are to be submitted when funds are requested.

8.8 Annual Report

Organizations or groups are required to submit an evaluation of the use of the funds at either the end of the project or the calendaryear, whichever comes first. Failure to provide an evaluation will result in future grant requests not being considered.

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Township of Langley
Est. 1873

COUNCIL POLICY

Subject: Community Grant Program

Policy No:	**06-022**
Previous Policy No:	**02-021**
Approved by Council:	**1998-08-24**
Revised by Council:	**2011-01-31**
Revised by Council:	**2014-03-03**
Revised by Council:	**2016-07-25**
Revised by Council:	**2017-03-27**
Revised by Council:	**2018-04-09**
Revised by Council:	**2019-11-18**

1. Purpose

1.1 To provide annual grants to non-profit groups and organizations serving the Township of Langley and its residents.

2. Background

2.1 Non-profit groups and organizations serving the Township and its residents provide benefits to the community.

3. Related Policy

3.1 06-021 – Capital Improvement Grant Program

4. Policy

4.1 The application criteria and information, as amended or updated from time to time by the Director of Recreation, Culture and Parks, is applicable for Community Grants for community events, community projects, scholarships and playground projects.

5. General Grant Criteria

5.1 Proof of Non-Profit Status

The applicant must be a registered non-profit group or organization serving the Township of Langley, and must provide proof of non-profit status with their application.

5.2 Financial Disclosure

The application must demonstrate that all other avenues of income generation have been pursued. The requested funding must not provide for administrative salaries; preference will be given to groups whose applications show a great deal of volunteer effort.

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5.3 Membership

The majority of the members, volunteers, or directors of an applicant organization must be residents of the Township of Langley, and the majority of the individuals served by the project/initiative must be residents of the Township of Langley.

5.4 Community Served

Projects and initiatives must be accessible to the general public and must benefit a minimum of 250 residents to qualify community organizations for funding.

The amount of a grant may be pro-rated from the maximum amount to reflect the percentage of Township of Langley residents benefitting from the project / initiative.

5.5 Accountability

All grant recipients are required to submit a copy of their most recent AGM minutes, including a list of executives, and a year-in review report which includes an overview of how Township funding was used in the previous year (if applicable).

5.6 Acknowledgement

All grant recipients are to acknowledge the financial contribution of the Township of Langley on their promotional material and website and must provide proof of such recognition with attached scans of printed materials and exact links to web pages on which the Township is recognized.

5.7 Project Eligibility

Applications for funding of grants must:

- Demonstrate benefit to the Township
- Involve local residents
- Be held in the Township of Langley
- Promote the identity of Langley
- Enhance the quality of life for Township residents

5.8 Sustainability Goals

Each application must directly contribute to the Township's Sustainability Goals, available at: tol.ca/sustainabilitycharter

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6. Grant Categories

6.1 Ceremonial Fly By Grant

6.1.1 A maximum grant of $1500 is to be awarded annually for the Fly By activities associated the Remembrance Day Ceremonies held in the Township of Langley on November 11 each year.

6.2 Community Associations Grant

6.2.1 Grants of up to $1,000 are available to one community association in each of the seven defined communities:

- Aldergrove
- Brookswood/Fernridge
- Fort Langley
- Murrayville
- Walnut Grove
- Willoughby
- Willowbrook

6.2.2 Council adopted specific criteria outside of general grants criteria for the Community Association Grant category as follows:

6.2.2.1 That applicants must be registered non-profit groups or organizations with a valid society certificate;
6.2.2.2 That applicants must have a minimum 25 members who reside in the community that an association deems to represent and more than 50% of the association's members must be Township residents.
6.2.2.3 That applicants must provide an annual membership list with addresses of members for Township staff and Council to review in consideration of their funding requests;
6.2.2.4 That applicants must provide an annual list of their Board of Directors with addresses for Township staff and Council to review in consideration of their funding requests; and that all Directors are residents in the community covered by the association.
6.2.2.5 That applicants must present a list of activities that they plan to undertake during the year in which a grant is being requested;
6.2.2.6 That the activities that the applicants proposes to undertake are impartial and not politically-based in any form and focused on community and neighbourhood building;
6.2.2.7 That the applicant association does not support/endorse candidates or individuals in municipal and/or other government elections.
6.2.2.8 That the applicant association remains neutral in its collection of community feedback and input, and presents such data to Council without promoting one position over another, other than revealing the results;
6.2.2.9 That the applicant association must provide copies of its current bylaws and constitution for Council and staff to review annually in consideration of their grant;

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6.2.2.10 That the applicant association provide annual financial statements, minutes of their last AGM and a summary of their initiatives undertaken during the past year that it has received a grant.
6.2.2.11 That the applicant must acknowledge the financial contribution of the Township of Langley on their websites, but not on any materials pursuant to their activities in the community, unless otherwise pre-approved by Council or staff.

6.3 Community Grant – General

6.3.1 In addition to the general criteria, applications for funding of community grants must substantively meet four of the five project eligibility requirements including:

1. Demonstrating benefit to the Township of Langley
2. Involve Township of Langley residents
3. Be held in the Township of Langley
4. Promote the identity of the Township of Langley
5. Enhance the quality of life for Township of Langley residents

6.3.2 A maximum of one Community Grant – General may be awarded to an organization in a calendar year.

6.3.3 Applications will be fully reviewed each year with respect to meeting the current grant criteria. No priority will be given to grant applications based on an organization having received previous grant awards.
6.3.4 The maximum grant amount is $2,500.

6.3.5 Grants may be pro-rated based on the number of Township residents served.

6.4 Dry Grad Grant

6.4.1 Dry Grad activities are private celebrations, usually occurring between midnight and 7:00am, are organized by parents or members of the school community, and are alcohol and drug free.

6.4.2 Requests for grants from Township of Langley public high school dry grad committees that support the promotion of alcohol and drug free events are considered in this category.

6.4.3 Maximum one grant per school and to a maximum of $250.

6.5 Major Festival Grant

6.5.1 Major Festivals Grant - one day, maximum of $5,000 per event Major Festivals Grant - more than one day, maximum of $10,000 per event

Grants may be available to:

6.5.2 Township of Langley based community non-profit groups staging events within the Township of Langley are eligible

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6.5.3 Groups who have an event/festival business plan and a multi-year budget

6.5.4 Groups that stage events or festivals that have attracted a minimum attendance of ten-thousand plus residents/visitors in the prior year

6.5.5 Community based groups who agree to provide the Township of Langley with sponsor recognition consistent with the total combined value of grant and in-kind services provided.

6.6 Minor Festival Grant

6.6.1 Minor Festivals Grants by which non-profit groups may qualify for funding up to $5,000, conditional on meeting all existing community grant criteria and upon meeting two of the three additional criteria defined as follows:

6.6.1.1 The group or society is a recognized service club having served the Township of Langley for more than 10 years; has had a significant track record of service to the community inclusive of fundraising; and has made significant gifts to community residents, community groups, and/or other community causes that has resulted In an improvement and enhancement to the social/cultural sustainability of the Township of Langley.

6.6.1.2 The group or society has organized a past community festival, celebration, or event that has drawn audiences greater than 5,000 people into the Township of Langley.

6.6.1.3 The group or society has sufficiently demonstrated it has capacity to organize a festival, celebration, or event that would attract a minimum 5,000 people to the Township of Langley. Such capacity sufficiently demonstrated by the number of volunteers it has committed to the event, the number of sponsors it has secured prior to its application for funding, the existence of an events marketing/plan and a past record of community events it has previously organized.

6.7 Combined Format Events

6.7.1 *In years where Provincial Health Orders restrict the number of community residents that can participate in programs, projects and events organized by community organizations that is below the required minimum number of participants stipulated by grants criteria, Council may approve grants that are based on a virtual/physical combination delivery format, and furthermore:*

6.7.2 *That the upper limit for the Combined Format Events category grant be set at $5,000 and be awarded on condition that the organization provide a list of ten (minimum) local community based artists and performers*

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that will be paid artist fees with the funding received from the Township of Langley.

6.8 ("Nothing Without Effort" Community Matching Grant) - *suspended 2020*

6.8.1 Applicant must demonstrate through their application that the project will:

6.8.1.1 generate a public benefit from the community-scale project or activity in an inclusive and cooperative manner

6.8.1.2 demonstrate community leadership in partnering with local residents, organizations, and the Township of Langley

6.8.1.3 involve community residents and/or other members of the community in planning and implementing the project

6.8.1.4 commit to overseeing the project implementation and its ongoing maintenance and replacement

6.8.1.5 focus the project on beautifying The and celebrating their community

6.8.1.6 have broad community support

6.8.2 Projects are intended to be initiated, planned, and implemented by community members in partnership with the Township of Langley. Awards are to be matched by individual communities' resources of volunteer labour, donated materials, donated professional services, or cash. The Nothing Without Effort Community Matching Grants honour the Township's historic motto to salute the spirit of its citizens.

6.8.3 A grant is available to any community-based resident group who wish to complete a project as a means of building a stronger community and improving the conditions and appearance of shared spaces within their community.

6.8.4 The applicant must demonstrate through their application that the project will meet all grant criteria.

6.8.5 The Township will make one matching grant available to each of the Township's seven communities:
6.8.5.1 Aldergrove
6.8.5.2 Brookswood/Fernridge
6.8.5.3 Fort Langley
6.8.5.4 Murrayville
6.8.5.5 Walnut Grove
6.8.5.6 Willowbrook / Willoughby
6.8.5.7 Rural

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6.9 Scholarship Grants – Grant Criteria

6.9.1 Township Public High Schools:

6.9.1.1 Requests for grants from Township of Langley public high schools (9) are considered in this category. Scholarships are considered for Township public high schools up to $2,000 per school; up to $1,000 available for Apex Secondary School.

a. Aldergrove Community Secondary School
b. Apex Secondary School
c. Brookswood Secondary School
d. D.W. Poppy Secondary School
e. Langley Fine Arts School
f. Langley Fundamental school
g. Langley Secondary School
h. R.E. Mountain Secondary School
i. Walnut Grove Secondary School

6.9.2 Langley Independent High Schools

6.9.2.1 Requests for grants from Langley independent high schools (6) are considered in this category and will be awarded annually as follows:

a.	Credo Christian High School	$1,000
b.	Langley Christian School	$1,000
c.	Aldergrove Christian Academy	$500
d.	Fraser Valley Adventist Academy	$500
e.	King's School	$500
f.	Whyteclilff Agile Learning Centre	$500

6.9.3 Scholarship grants for public schools are administered through the Langley School District Foundation Scholarship Committee.

6.9.4 Scholarship grants for independent schools are administered through the independent school principal or designate and Township staff – based on criteria developed for each school.

6.9.5 All scholarship grants shall be granted only to Township of Langley residents.

6.9.6 Mayor or designate is to be invited to present Township scholarship awards at each public (9) and independent school (6) graduation event.

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Township of Langley

Est. 1873

TOWNSHIP OF LANGLEY

GRANTS CRITERIA/PROCESS REVIEW - 2019

COUNCIL PRIORITIES COMMITTEE

OCTOBER 21, 2019

At the Apr 1, 2019 Regular Afternoon Council Meeting the following motion was passed:

MOTION

That a review of the community grant criteria/process be referred to a future Council Priorities Committee, prior to the 2020 community grant application process.

CARRIED

A HISTORY OF THE COMMUNITY GRANTS PROGRAM ALONG WITH AN OVERVIEW OF CURRENT GRANTS AND CRITERIA WAS PROVIDED IN YOUR MEETING PACKAGE FOR REVIEW. TODAY'S PRESENTATION IS SYNOPSIS OF THOSE MATERIALS WITH SOME PERSPECTIVE ADDED IN.

A GRANT IS A SUM OF MONEY GIVEN OUT FOR A SPECIFIC PURPOSE

Township of Langley
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AN HISTORICAL PERSPECTIVE

- As far back as the 1950's the Township of Langley provided funding to community groups requesting support of their projects and events.
- In those early years, requests for funding came to Council by way of delegations and letters. Grants were awarded by special Council Resolution in consideration of the purpose for which the funds would be used in the community.
- In late 1982, a Grants Policy was adopted and a formal application process was established.
- Criteria were formed to ensure accountability and the fair & objective distribution of dollars, however not all criteria were stipulated on the standard application form.
- Instead, Council directed that a notice in the paper be posted informing that all applicants should include a full financial statement, an up to date membership list, a copy of their Constitution and By-laws and unless otherwise received, Council would not consider their application.

CRITERIA ASSURE THAT A FAIR ASSESSMENT OF GROUPS' REQUESTS CAN BE UNDERTAKEN

Township of Langley
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AN HISTORICAL PERSPECTIVE

- That required list of members appeared to have been important part of the criteria as Council only gave funds to those organizations who served the Township of Langley and could prove 75% of their members were residents of Township.
- In 1992, Council received a report from Staff about groups based in Langley that were regional in nature, but not having the required percentage of Township residents. Staff advised that funding such organizations would greatly increase the number of groups qualifying, and would put great pressure on Council to fund more than budget allows.
- In 1995, Community groups came to Council expressing difficulty meeting the criteria, requiring 75% of members being residents of the Township.
- In 1996, Grant Policy No. 816 was amended to change the resident requirement from 75% to 50% for tax exemption requests.
- The 1997 Grant application reflect that the % membership change was made to all grants categories beyond permissive tax exemptions.

HAVING CRITERIA PROVIDES A LEVEL OF ACCOUNTABILITY ENSURING PUBLIC TRUST

Township of Langley
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AN HISTORICAL PERSPECTIVE

While most criteria were amended or changed over the years that the Township has had a formal Grants Policy, three items remained consistent to present day.

1. That the grant recipients must prove that other funding avenues have been pursued.
2. That grant funds will not be used for administrative purposes.
3. That preference be given to groups whose applications show a great deal of volunteer effort

- **In 2010, Council conducted a review of Township grants criteria and the application process and asked staff to provide a comparison to other municipalities.**
- **A staff presentation on Community Grants was provided at the December 9, 2010 Council Priorities Committee meeting and several issues and ideas were discussed.**
- **Two items were discussed in earnest.**
  1. The need to restrict Capital Improvement grants to "bona fide" community halls *(each having a "Revert to Township" clause in their bylaws)*;
  2. The need to apply existing grants criteria to manage the number of applications being received for a limited pool of funds.

APPLYING CRITERIA ALLOWS A FAIR DISTRIBUTION OF FUNDS TO COMMUNITY GROUPS

Township of Langley
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AN HISTORICAL PERSPECTIVE

- At that meeting Council also expressed the desire to build stronger /more vibrant communities and to better support major community events.
- At the January 31, 2011 Regular Afternoon Meeting of Council two new categories were added to TOL's offerings including a Major Festivals Grant and a Nothing Without Effort Grant.
- Criteria remained relatively unchanged, other than requiring groups to state how they are contributing to TOL Sustainability Goals. There was also a reaffirmation of "bona fide" community halls qualifying for Capital Improvement grants.
- In 2016 Council again reviewed criteria making further adjustments to better reflect prior funding intentions and grant processes. Fine-tuning criteria and improving the understanding of required conditions ensures a higher level of accountability on the part of grant recipients and improves staffs' ability to provide fair and unbiased recommendations. Adjustments to criteria also occurred in 2017, 2018 & 2019

CRITERIA ALLOWS FOR A FAIR ASSESSMENT OF A GROUP'S REQUEST TO BE UNDERTAKEN

Township of Langley
Est. 1873

2019 AWARDS REVIEW

- Council approved $235,250 in funding for 67 community groups and individuals who met criteria and provided all required supporting documentation.
- Council also approved $146,000 in funding to 5 groups outside of criteria.
- Township funds up to $103,000 through special incentive/initiative programs including sports hosting, heritage, neighbourhoods, and gender equity.
- Township of Langley also administers a grant to Tourism Langley $490,459
- While not a direct grant, $1,199,939 in permissive tax exemptions were also approved.
- The total value of grants that could be awarded to groups in 2019 is:

$2,174,648

TOWNSHIP IS CLEARLY ABOVE AVERAGE WHEN COMPARED TO OTHER MUNICIPALITIES

Township of Langley
Est. 1873

COMMUNITY GRANTS COMPARISON

MUNICIPALITY	APPROXIMATE POPULATION	GRANT SPECIFICS	DETAILS	TOTAL AWARDED OR BUDGETTED
Abbottsford	142,000	Events, Festivals – offsetting facility and field rentals		$50,000
Coquitlam Spirit of Coquitlam Grant Casino Revenues Funded	139,000	Festivals, General Projects, Sports Hosting, Capital	Up to a maximum of $25,000 per group	$379,452 (2018)
Kelowna	127,400	Cultural, Operating, Organization Development, Art	50% Matching grants to maximum of $10,000	$209,300 Does not include operating subsidies to their art centre, museum and art gallery
Township of Langley	117,000	Community, Festivals, Capital, Sports Hosting, Heritage, Playgrounds, etc.	Various categories and amounts, some 50% Matching	$409,149 (2018)
Maple Ridge	82,260	Festivals, Neighbourhoods, Public Art, Cultural Facilities Access	Various category dollar amounts from $500 to $7000	$120,000 (2018) Does not include operating subsidy to their art centre.
Langley City Casino Revenues Funded	25,800	No specific categories or criteria	No consistent $ amounts	$168,000 (2018)

MOST MUNICIPALITIES FUND ACTIVITIES BENEFITING A GREATER NUMBER OF RESIDENTS

Township of Langley
Est. 1873

GENERAL ELIGIBLITY CRITERIA

CRITERIA	REQUIREMENTS	CRITERIA	REQUIREMENTS
PROOF OF NON- PROFIT STATUS	• Society Certificate/Registered Charity Document • Proof of Submission of Annual Report/ Registered Charity Return (Proof of Good Standing) • **Board of Directors List**	**ACCOUNTABILITY**	• Most recent AGM Minutes • If funded in prior year, a Year in Review Report outlining how TOL grant was spent
FINANCIAL DISCLOSURE	• Annual Financial Statements disclosing a 12-month fiscal period listing all revenues and expenditures • Balance sheet (liabilities and capital)	**ACKNOWLEDGMENT**	• If funded in prior year, applicants must provide a website link or upload documents where acknowledgement is provided.
MEMBERSHIP	• Majority of Members, Volunteers OR Board of Directors must be TOL Residents – applicants are asked to **indicate numbers and residency of membership**.	**PROJECT ELIGIBILITY**	Applications must: • Demonstrate benefit to TOL • Involve local residents • **Be held in TOL** • Promote identity of Langley • Enhance quality of life for TOL residents
COMMUNITY SERVED	• **Majority must be TOL residents**. Applicants are asked to indicate number of persons served and their residency.	**SUSTAINABILITY GOALS**	• Applications must explain how the project directly contributes to the Township's Sustainability Goals.

CRITERIA - A MECHANISM BY WHICH COUNCIL CAN ASSESS COMMUNITY VALUE FAIRLY

Township of Langley
Est. 1873

GRANT CATEGORY SPECIFIC CRITERIA

GRANT	DETAILS	CRITERIA
CAPITAL IMPROVEMENT GRANT 	Matching grant of 50% of costs up to maximum $7,500. Available to "bonafide community halls" and qualifying Community Museums	• Bonafide Community Halls are defined as those halls which exist solely for the use of residents within the community and are owned and operated by the organization as a Community Hall.
***"NOTHING WITHOUT EFFORT"* COMMUNITY MATCHING GRANT** 	$5,000 matching grant available to each of the TOL's Seven Communities	The project must: • Generate a public benefit in an inclusive and cooperative manner • Demonstrate community leadership in partnering with local residents, organizations and TOL • Involve community residents and / or other members of the community in planning and implementing the project • Commit to overseeing the project implementation and it singling maintenance and replacement • Focus the project on beautifying and celebrating their community • Have broad community support

CATEGORY SPECIFIC CRITERIA HELPS DIRECT FUNDS TO COMMUNITIES THROUGHOUT TOL

Township of Langley
Est. 1873

GRANT CATEGORY SPECIFIC CRITERIA

GRANT	DETAILS	CRITERIA
MAJOR FESTIVAL GRANT 	• One Day Festival: max $5,000 • Two Day Festival: max $10,000 	**Available to:** • Community based groups located in TOL and stage events in TOL • Groups who have an event/festival business plan and multi-year budget • Groups that stage events / festivals that attract attendance of 10,000+ • Community based groups willing to provide TOL with sponsor recognition consistent with total combined value of grant and in-king services provided
MINOR FESTIVAL GRANT 	Provide funding up to $5,000 to organizations that meet all existing criteria, as well as two of the three additional criteria: 	1. Recognized Service Club having served TOL more than 10 years with track record of community service 2. Organized a past community festival, parade, celebration or event that has drawn audiences greater than 5,000 people to TOL 3. Sufficiently demonstrated a capacity to organize a festival that would attract a minimum 5,000 people to TOL (volunteers, sponsors, events marketing/plan, past record)

CATEGORY SPECIFIC CRITERIA TARGETS MEASURABLE BENEFICIAL OUTCOMES

COUNCIL'S FURTHER CONSIDERATION

- On April 1, 2019 Council decided that a review of grants criteria and process was necessary, and scheduled this CPC meeting for a dialogue. A few groups came to Council during the past two years claiming difficulty in meeting grants criteria.
- On September 30, 2019 Council approved the creation of a new grants category for Ceremonial Flybys. It was created without specific criteria stated, without a defined application process and much vagueness in who the cheques should be written to.
- If moving forward on requests for funding outside of current grants criteria Council could consider one of the following three options.

    1. To relax/amend existing criteria in the general grants category allowing more groups to qualify.
    2. To continue funding such requests from Council Contingency on a case by case basis serving the worthwhile needs of special interest groups and causes in and outside of the municipality.
    3. To create new separate grant categories, that won't impact the many community groups who already qualify under existing categories and previously established criteria that has ensured accountability, fairness and unbiased assessment of requests.

GRANT CATEGORIES SHOULD BE WELL DEFINED AND RELEVANT TO COMMUNITY NEEDS

Township of Langley
Est. 1873

COUNCIL'S FURTHER CONSIDERATIONS

- If Council establishes new grant categories, Council should discuss and define specific criteria, an application process and define some additional parameters that will allow staff to make a fair assessment of the applications being received, through a new funding category.

- Criteria and straight forward processes are fundamental to community grant applicants and to staff who are required to make recommendations to council on whether to fund something our not.

- Finally staff are asking that Council receive this presentation for information.

CRITERIA ALLOW FOR A FAIR ASSESSMENT OF A GROUPS' REQUESTS TO BE UNDERTAKEN

Township of Langley
Est. 1873



Valley Therapeutic Equestrian Program



Langley Community Farmers Market

















Langley Community Meadows Fall Fair



QUESTIONS / DISCUSSION

Township of Langley
Est. 1873

Township of Langley

Est. 1873

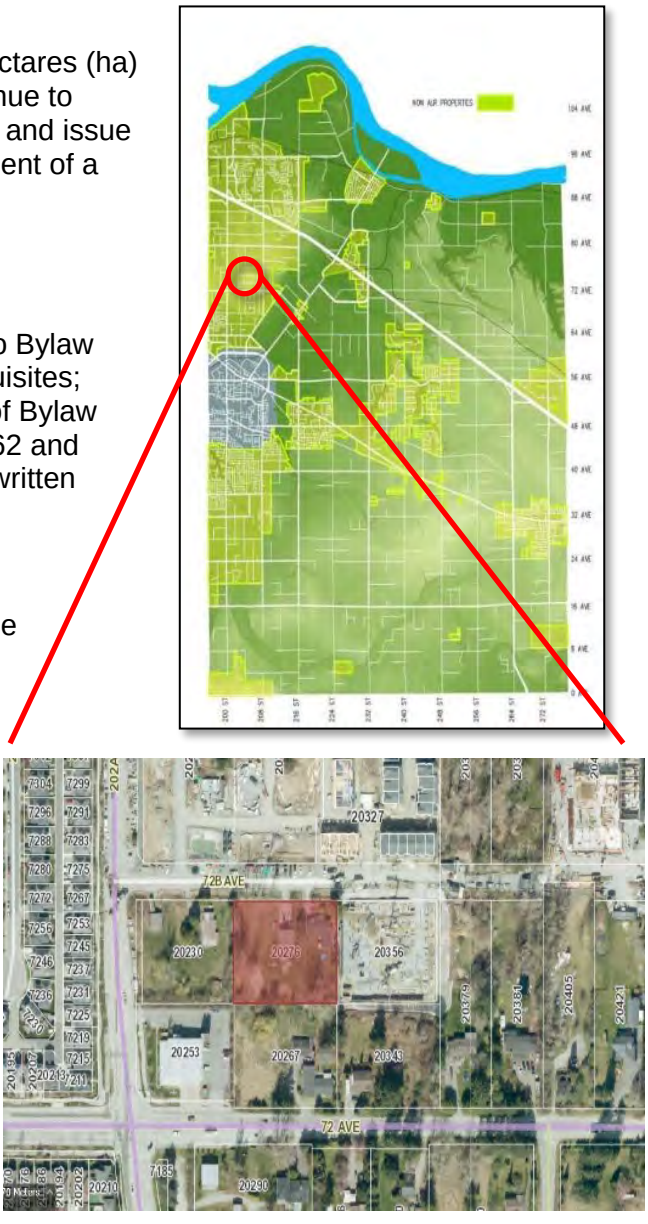
REPORT TO MAYOR AND COUNCIL

PRESENTED: APRIL 12, 2021 - REGULAR MEETING
FROM: COMMUNITY DEVELOPMENT DIVISION
SUBJECT: REZONING APPLICATION NO. 100606 AND DEVELOPMENT PERMIT APPLICATION NO. 101162 (1151245 BC LTD. / FLAT ARCHITECTURE INC. / 20276 - 72B AVENUE)

REPORT: 21-37
FILE: 08-23-0199

PROPOSAL:

Application to rezone approximately 0.44 hectares (ha) (1.1 ac) of land located at 20276 – 72B Avenue to Comprehensive Development Zone CD-132 and issue a Development Permit to facilitate development of a four-storey apartment building containing 66 condominium units.



RECOMMENDATION SUMMARY:

That Council give first and second reading to Bylaw No. 5688 subject to 11 development prerequisites; authorize issuance (at time of final reading of Bylaw No. 5688) of Development Permit No. 101162 and that staff be authorized to proceed with the written submission opportunity.

RATIONALE:

The proposed development complies with the overall objectives of the Willoughby Community Plan and Central Gordon Estate Neighbourhood Plan (NP).

RECOMMENDATIONS:

That Council give first and second reading to Township of Langley Zoning Bylaw 1987 No. 2500 Amendment (1151245 BC Ltd.) Bylaw 2021 No. 5688 rezoning 0.44 ha (1.1 ac) of land located at 20276 - 72B Avenue to Comprehensive Development Zone CD-132, to facilitate the development of 66 condominium units, subject to the following development prerequisites being satisfied to acceptance of the Township of Langley General Manager of Engineering and Community Development, unless otherwise noted prior to final reading:

1. A Servicing Agreement being entered into with the Township to secure required road and utility upgrades and extensions in accordance with the Township's Subdivision and Development Servicing Bylaw;
2. Provision of any road dedications, widenings, and necessary traffic improvements for the south half of 72B Avenue in accordance with the Township's Master Transportation Plan, Subdivision and Development Servicing Bylaw and the Central Gordon Estate Neighbourhood Plan;
3. Submission of an erosion and sediment control plan in accordance with the Erosion and Sediment Control Bylaw;
4. Registration of a statutory right-of-way for construction of a 3.5 m greenlink along the eastern boundary, including final acceptance of the greenway landscape design plans, sidewalk/trail alignment, signage, landscape details and security;
5. Provision of a final tree management plan incorporating tree retention, replacement, protection details, and security in compliance with Subdivision and Development Servicing Bylaw (Schedule I - Tree Protection);
6. Compliance with Age Friendly Amenity Area requirements;
7. Acceptance of final landscape drawings;
8. Registration of a restrictive covenant identifying the units (10% of apartment units) required in accordance with the Schedule 2 – Adaptable Housing Requirements of the Township's Official Community Plan;
9. Registration of an access easement in favour of 20267 – 72 Avenue;
10. Compliance with the Community Amenity Contributions Policy, Willoughby Arterial Road Completion Amenity Policy if applicable, and the requirements of the Central Gordon Estate Greenway Amenity Policy, and the Township's 5% Neighbourhood Park Land Acquisition Policy; and
11. Payment of applicable Neighbourhood Planning Administration fees, supplemental Rezoning fees, Site Servicing Review fee, ISDC review fee, Development Works Agreement (DWA) and Latecomer charges; and

That Council at time of final reading of Rezoning Bylaw No. 5688 authorize issuance of Development Permit No. 101162 subject to the following conditions:

a. Building plans in substantial compliance with Schedule "A";
b. Landscape plans being in substantial compliance with Schedule "B" and in compliance with the Township's Street Tree and Boulevard Planting Policy and Age Friendly Amenity Area requirements;
c. Provision of a final tree management plan incorporating tree retention, replacement, protection details, and security in compliance with the Township's Subdivision and Development Servicing Bylaw (Schedule I - Tree Protection);
d. All signage being in compliance with the Township's Sign Bylaw;
e. Requiring rooftop mechanical equipment to be screened from view; and
f. All refuse areas to be located in an enclosure and screened.

Although not part of the Development Permit requirements, the applicant is advised that prior to issuance of a building permit, the following items will need to be finalized:

a. Completion of an erosion and sediment control plan and provision of security in accordance with the Erosion and Sediment Control Bylaw;
b. Completion of a site servicing and stormwater management plan in accordance with the Subdivision and Development Servicing Bylaw;
c. On-site landscaping to be secured by letter of credit at building permit stage;
d. Written confirmation from the owner and landscape architect or arborist that tree protection fencing identified in the tree management plan is in place; and
e. Payment of supplemental development permit application fees, Development Cost Charges, and building permit administration fees; and further

That Council authorize staff to proceed with the written submission opportunity notice prior to Council's consideration of third reading of Rezoning Bylaw No. 5688 in conjunction with Development Permit No. 101162.

EXECUTIVE SUMMARY:

Flat Architecture Inc. has applied on behalf of 1151245 BC Ltd. to rezone 0.44 ha (1.1 ac) of land located at 20276 - 72B Avenue to Comprehensive Development Zone CD-132 to facilitate the development of 66 condominium units.

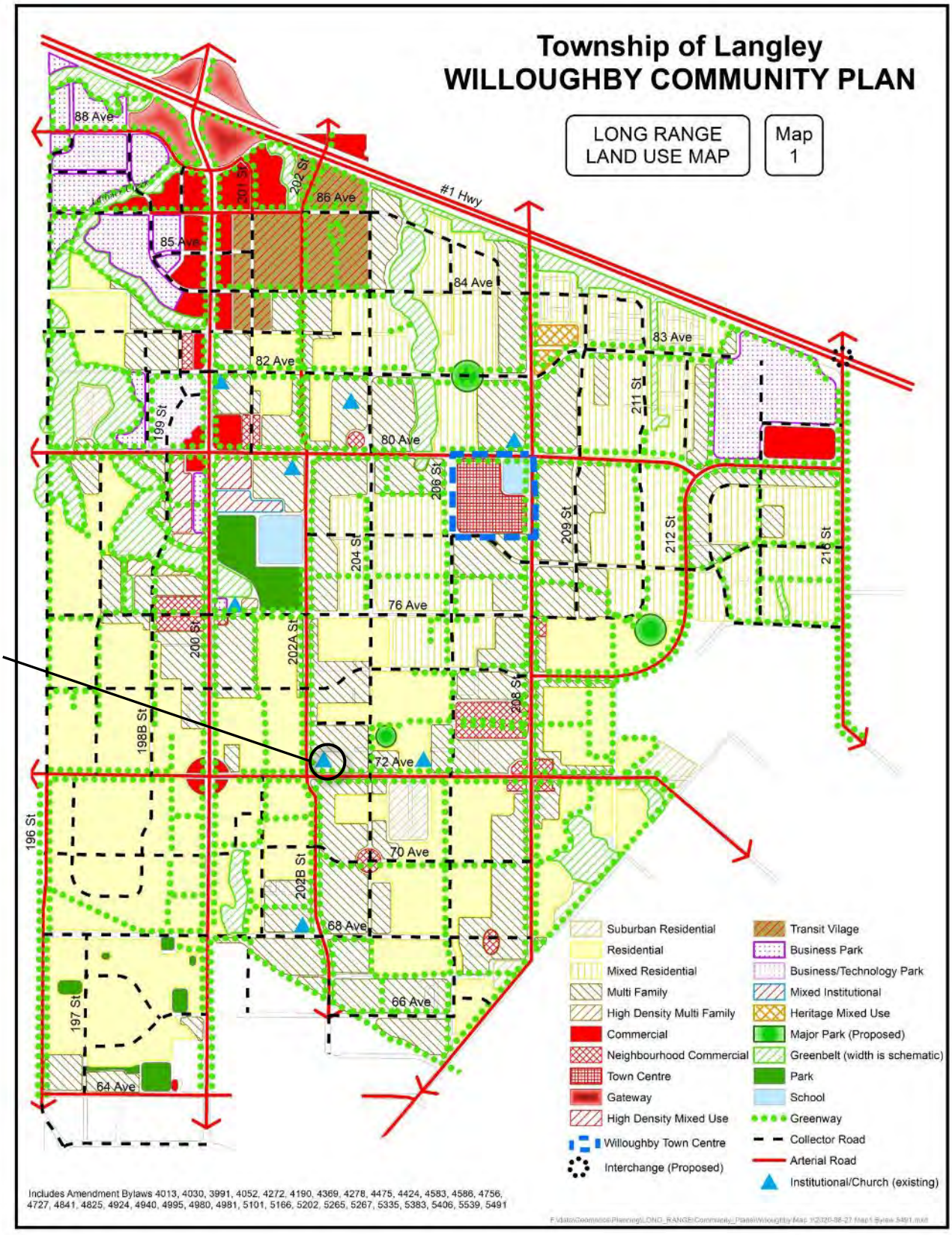
A Development Permit for the site is being processed in conjunction with the rezoning application to provide Council the opportunity to review the form and character of the proposed development.

The proposed building is an L-shaped four (4) storey apartment building containing 66 condominium units ranging from 57 to 90 m^2 (614 to 974 ft^2) and vary from one (1) to three (3) bedrooms.

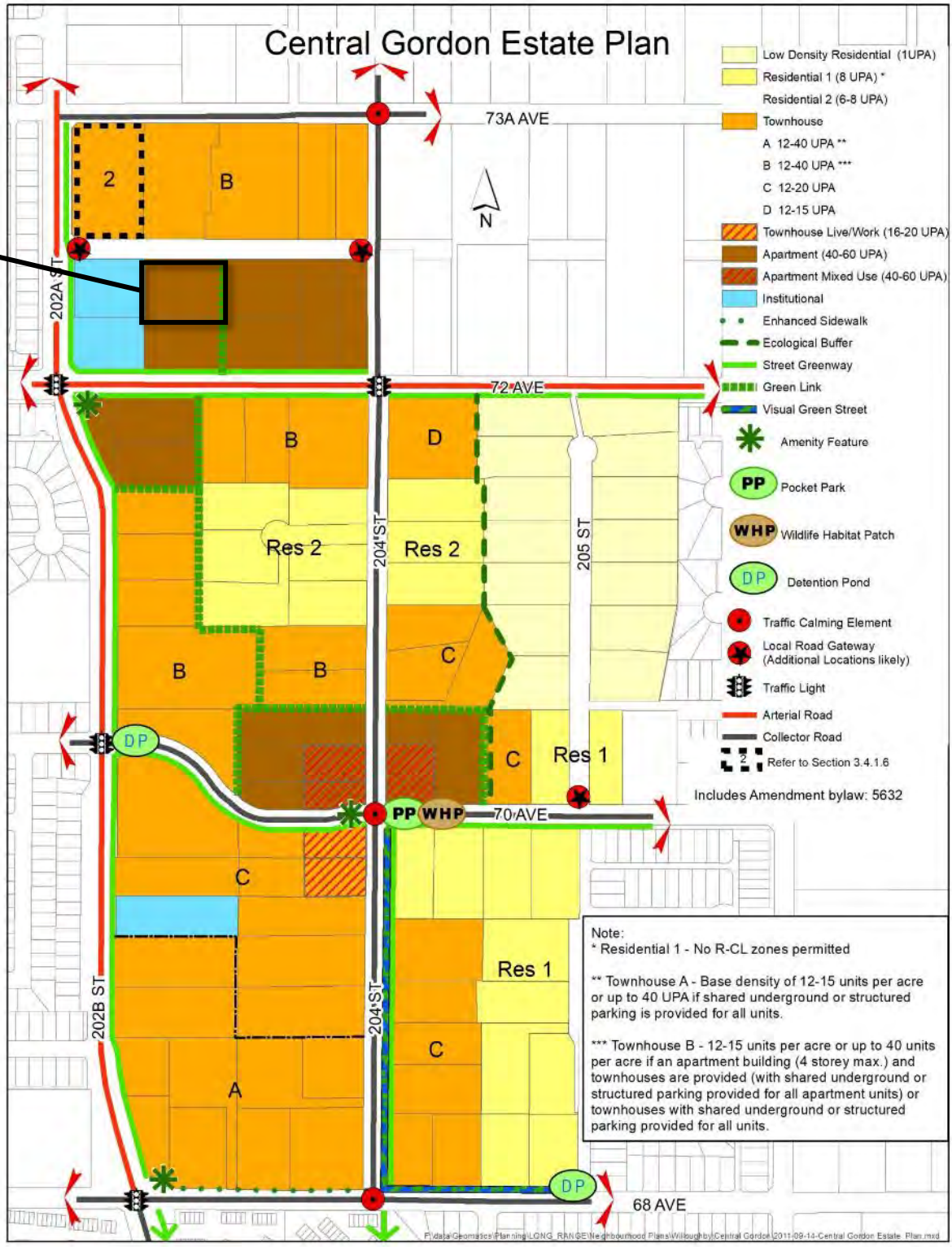
The proposal is consistent with the overall objectives of the Central Gordon Estate Neighbourhood Plan (NP). Staff recommend that Council consider the rezoning request, subject to the completion of 11 development prerequisites. Staff also recommend that Council authorize issuance (at time of final reading of Bylaw No. 5688) of Development Permit No. 101162.

PURPOSE:

The purpose of this report is to advise and make recommendations to Council with respect to Rezoning Bylaw No. 5688 and Development Permit No. 101162.


Township of Langley
WILLOUGHBY COMMUNITY PLAN
LONG RANGE LAND USE MAP
Map 1
SUBJECT
#1 Hwy
88 Ave
86 Ave
85 Ave
84 Ave
83 Ave
82 Ave
80 Ave
76 Ave
72 Ave
70 Ave
68 Ave
66 Ave
64 Ave
196 St
197 St
198B St
199 St
200 St
201 St
202 St
202A St
202B St
204 St
206 St
208 St
209 St
211 St
212 St
216 St
Suburban Residential
Residential
Mixed Residential
Multi Family
High Density Multi Family
Commercial
Neighbourhood Commercial
Town Centre
Gateway
High Density Mixed Use
Willoughby Town Centre
Interchange (Proposed)
Transit Vilage
Business Park
Business/Technology Park
Mixed Institutional
Heritage Mixed Use
Major Park (Proposed)
Greenbelt (width is schematic)
Park
School
Greenway
Collector Road
Arterial Road
Institutional/Church (existing)
Includes Amendment Bylaws 4013, 4030, 3991, 4052, 4272, 4190, 4369, 4278, 4475, 4424, 4583, 4586, 4756, 4727, 4841, 4825, 4924, 4940, 4995, 4980, 4981, 5101, 5166, 5202, 5265, 5267, 5335, 5383, 5406, 5539, 5491

SUBJECT


Central Gordon Estate Plan
73A AVE
72 AVE
70 AVE
68 AVE
202A ST
202B ST
204 ST
205 ST
N
2
B
D
C
A
Res 1
Res 2
DP
PP
WHP
Low Density Residential (1UPA)
Residential 1 (8 UPA) *
Residential 2 (6-8 UPA)
Townhouse
A 12-40 UPA **
B 12-40 UPA ***
C 12-20 UPA
D 12-15 UPA
Townhouse Live/Work (16-20 UPA)
Apartment (40-60 UPA)
Apartment Mixed Use (40-60 UPA)
Institutional
Enhanced Sidewalk
Ecological Buffer
Street Greenway
Green Link
Visual Green Street
Amenity Feature
Pocket Park
Wildlife Habitat Patch
Detention Pond
Traffic Calming Element
Local Road Gateway
(Additional Locations likely)
Traffic Light
Arterial Road
Collector Road
Refer to Section 3.4.1.6
Includes Amendment bylaw: 5632
Note:
* Residential 1 - No R-CL zones permitted
** Townhouse A - Base density of 12-15 units per acre or up to 40 UPA if shared underground or structured parking is provided for all units.
*** Townhouse B - 12-15 units per acre or up to 40 units per acre if an apartment building (4 storey max.) and townhouses are provided (with shared underground or structured parking provided for all apartment units) or townhouses with shared underground or structured parking provided for all units.



ZONING BYLAW NO. 2500

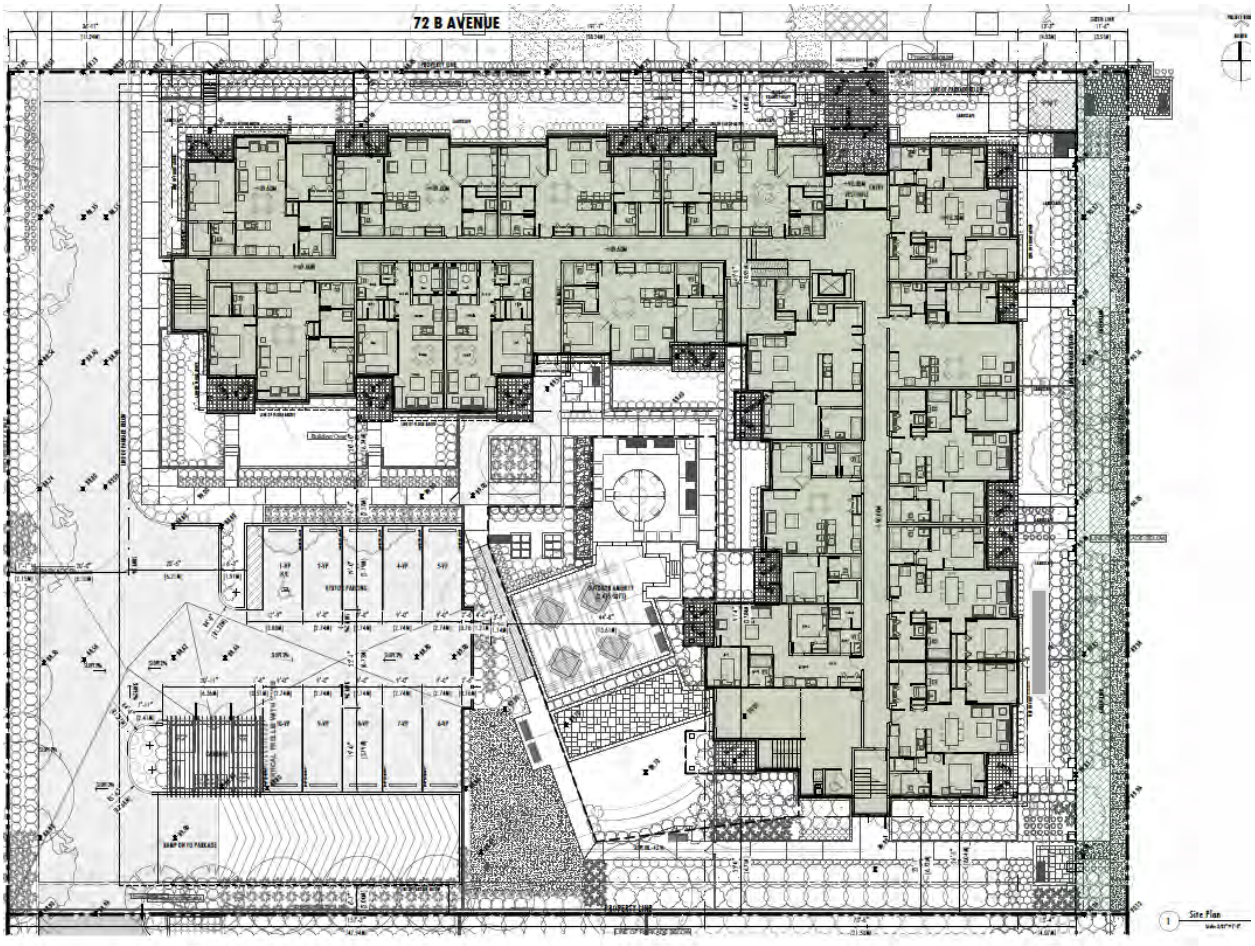


Building Entrance on 72B Avenue



NW Corner of Building on 72B Avenue

RENDERINGS – SUBMITTED BY ARCHITECT



SITE PLAN – SUBMITTED BY APPLICANT

REFERENCE:

Owner:	1151245 BC Ltd. 1A, 12777 – 76A Avenue Surrey, BC V3W 4Y8
Agent:	Flat Architecture Inc. 209, 6321 King George Blvd Surrey, BC V3X 1G1
Legal Description:	Lot 77 Section 23 Township 8 NWD Plan 41978
Location:	20276 – 72B Avenue
Area:	0.44 ha (1.1 ac)
Existing Zoning:	Suburban Residential Zone SR-2
Proposed Zoning:	Comprehensive Development Zone CD-132
Willoughby Community Plan:	Multi-Family
Central Gordon Estates Neighbourhood Plan:	Apartment (99 – 148 uph / 40 – 60 upa)

BACKGROUND/HISTORY:

The subject lands are currently zoned Suburban Residential Zone SR-2 and designated Apartment (40 - 60 UPA / 99 - 148 UPH) in the Central Gordon Estate NP.

DISCUSSION/ANALYSIS:

Flat Architecture Inc. has applied on behalf of 1151245 BC Ltd. to rezone 0.44 ha (1.1 ac) of land in the Central Gordon Estate NP to Comprehensive Development Zone CD-132 to facilitate a residential development consisting of 66 condominium units. The applicant has also applied for a development permit for the site to be processed in conjunction with the rezoning application to provide Council the opportunity to review the form, character and siting of the development. The existing property is currently used for suburban residential purposes, with a single family dwelling on the property.

The Apartment designation permits a minimum density of 99 units per ha (40 upa) and a maximum of 148 units per ha (60 upa) with a four (4) storey maximum height. The proposed density of 148 units per ha (60 upa) complies with the density and height provisions of the plan.

Adjacent Uses:

North: A property zoned Comprehensive Development Zone CD-124, designated Townhouse B (12 - 40 upa) in the Central Gordon Estate NP currently under construction (ToL Project # 08-23-0164);

South: A property zoned Suburban Residential Zone SR-2, designated Apartment (40 – 60 upa) in the Central Gordon Estate NP currently under application (ToL Project # 08-23-0199);

East: A property zoned Comprehensive Development Zone CD-124, designated Apartment (40 – 60 upa) in the Central Gordon Estate NP;

West: A property zoned Suburban Residential SR-2, designated Institutional in the Central Gordon NP.

Zoning Amendment:

The subject development site is currently zoned Suburban Residential Zone SR-2. Bylaw No. 5688 proposes to rezone the site to Comprehensive Development Zone (CD-132) to facilitate development of 66 condominium units.

The project complies with the provisions of the site's proposed Comprehensive Development Zone CD-132 zoning in terms of siting, site coverage, parking, height, use and density (60 upa).

Public Consultation:

Policy 07-164 requires the subject application to hold a Public Information Meeting prior to proceeding to Council. Staff note that due to the COVID-19 pandemic and consistent with the Public Heath Officer's orders, Council has temporarily suspended the requirement for a Public Information Meeting.

Adaptable Housing:

In accordance with Section 3.1.9 of the Township's Official Community Plan and Section 3.4.9 of the Central Gordon Estate NP, a minimum of 10% of apartment developments units shall provide adaptable housing. Council has chosen to implement this provision through the adoption and implementation of the Adaptable Housing Requirements. The adaptable units are to be identified and secured by restrictive covenant prior to final reading.

Community Amenity Contributions:

Staff note that the Community Amenity Contributions (CAC) Policy (adopted by Council on July 23, 2018 and subsequently revised on April 15, 2019 and November 18, 2019) is applicable to the subject residential rezoning application. The policy specifies target contribution amounts based on unit types. The applicant has reviewed the policy and has agreed to provide the current target contribution amounts specific to this development, which are $4,539 per low-rise apartment unit for a total of $299,574.

Tree Protection/Replacement:

The arborist report submitted by the applicant indicate that 24 significant trees exist within the subject site with none proposed for retention.

In accordance with the Township's Subdivision and Development Servicing Bylaw (Schedule I – Tree Protection), a total of 33 replacement trees are required with 35 proposed. In addition, approximately five (5) street trees are required along the road frontage (in compliance with the Township's Street Trees and Boulevard Plantings Policy). Post development, approximately 40 trees will be in place. Final tree retention, protection, and replacement plans are subject to the final acceptance of the Township. This requirement has been included in the list of development prerequisites to be completed prior to final reading of the rezoning bylaw.

Servicing:

The applicant is required to enter into a Servicing Agreement to secure works and services such as construction of road works, greenways, tree replacement, community stormwater detention pond and utility upgrades and/or extensions. Road dedications, widening, and necessary traffic improvements (both on-site and off-site) will be required in accordance with the Subdivision and Development Servicing Bylaw and the Central Gordon Estate NP. The applicant will also be required to provide erosion and sediment control measures in accordance with the Erosion and Sediment Control Bylaw.

Vehicular access is proposed from 72B Avenue, which is to provide a shared access with the property to the south (currently under application) via an access easement and is included as a development prerequisite. The applicant will also be required to dedicate and construct a 3.5 m greenlink along the eastern boundary of the property.

Development Permit:

The site is designated a mandatory Development Permit area to provide Council the opportunity to review the form, character and siting of any proposed development. The site has been considered in accordance with the existing Residential Development Permit Area guidelines included in the Willoughby Community Plan (see Attachment B). Proposed Development Permit No. 101162 is attached to this report (see Attachment A). The proponent has submitted building elevations and renderings detailing the form, height, exterior finishing, architectural style and massing of the proposed apartment development for Council's consideration.

The proposed L-shaped four (4) storey building frames the 72B Avenue and eastern (greenlink) frontages, with lobby entrances on the north from 72B Avenue and the internal courtyard on the south side of the building. The floor area for individual units range from 57 to 90 m^2 (614 to 974 ft^2) and vary from one (1) to three (3) bedrooms.

An outdoor age friendly amenity space is located on the southern portion of the site, with a connection to the main building through an internal lobby. Resident parking is proposed within a single level of underground parking, while a surface parking area for visitor parking is proposed adjacent to the amenity space on the southern portion of the site.

The proposed building addresses the street and includes a variety of materials including hardie boards, brick, wood timbers, corrugated metal siding and three different panel colours.

The proposed building height (4 storeys), site coverage (45%), parking and building siting comply with the CD-132 zoning provisions and the Development Permit Area "B" guidelines of the Willoughby Community Plan.

Landscaping:

The landscape plans (provided in Schedule B of Attachment A) propose extensive plantings, trees, shrubs and groundcovers on the edge and throughout the site to enhance the development and provide separation between public and private space.

Age Friendly Amenity Area:

Section 111.5 of the Township's Zoning Bylaw requires provision of Age Friendly Amenity areas (4 m^2 per residential unit) for apartment developments, resulting in a requirement of 264 m^2 (2,841 ft^2). The amenity area is located on the southern portion of the site and includes facilities for the use of residents. Final age friendly amenity area plans are subject to the final acceptance of the Township. This requirement has been included in the list of development prerequisites to be completed prior to final reading of the rezoning bylaw.

Access and Parking:

Vehicular access is proposed from 72B Avenue, which is proposed as a shared access with the adjacent property to the south (currently under application) via an access easement and is listed as a development pre-requisite. Pedestrian access will be provided along 72B Avenue as well as the greenlink.

The Zoning bylaw requires 99 parking spaces and 99 are proposed. Resident parking is proposed within a single level of underground parking, while visitor parking is proposed within a surface lot. Parking is outlined in the table below:

	Parking Spaces Required	**Parking Spaces Provided**
Residential Spaces 66 units (1 bedroom +) @ 1.5 spaces	99	99
10% of total designated visitor	10	10
Total	**99**	**99**

School Sites:

School District 35 has provided comments (see Attachment C) estimating that the proposed development will generate approximately one (1) new student for Donna Gabriel Robins Elementary (located approximately 1.2 km northeast of the subject site), one (1) student for Peter Ewart Middle School (located approximately 1.1 km northwest of the site) and two (2) students for RE Mountain Secondary School (located approximately 750 m northwest of the site).

Parks:

RC Garnett Park, which is equipped with playing fields and playground equipment is located in the 7100 Block of 202B Street (approximately 220 m to the southwest of the subject site).

Transit:

Currently, transit service is provided along 72 Avenue and 202B Street.

Environmental Considerations:

The Township's Sustainability Charter includes environmental objectives to protect and enhance rivers, streams, wildlife habitats and environmentally sensitive areas in the Township. These environmental objectives are supported by policy and guidance outlined in the Township's Environmentally Sensitive Areas Study, Wildlife Habitat Conservation Strategy, Schedule 3 of the OCP, Erosion and Sediment Control Bylaw, and Subdivision and Development Servicing Bylaw (Schedule I – Tree Protection) which promote sound environmental management practices and outline Township environmental performance expectations. The provision of

stormwater management and sediment control measures and compliance with the Township's Subdivision and Development Servicing Bylaw (Schedule I – Tree Protection) satisfies the objectives of the Sustainability Charter.

Policy Considerations:

The proposed rezoning and Development Permit applications will facilitate the development of 66 condominium units. The proposed development complies with the land use and density provisions of the Central Gordon Estate NP, and in staff's opinion is in compliance with the Development Permit Guidelines of the Willoughby Community Plan.

Staff recommend that Council give first and second reading to Bylaw No. 5688 (subject to 11 development prerequisites) and authorize issuance (at time of final reading of Bylaw No. 5688) of accompanying Development Permit No. 101162 and authorize staff to proceed with the written submission opportunity.

Respectfully submitted,

Chris Jarvie
MANAGER, DEVELOPMENT PLANNING
for
COMMUNITY DEVELOPMENT DIVISION

ATTACHMENT A	Development Permit No.101162
ATTACHMENT B	Willoughby Development Permit Area B – Residential Guidelines
ATTACHMENT C	School District 35 comments

THE CORPORATION OF THE TOWNSHIP OF LANGLEY

Development Permit No. 101162

This Permit is issued this _____day of _____, 2021 to:

1. Name: 1151245 BC Ltd.

   Address: 1A, 12777 – 76A Avenue
   Surrey, BC V3W 4Y8

2. This permit applies to and only to those lands within the Municipality described as follows and to any and all buildings, structures and other development thereon:

   LEGAL DESCRIPTION: Lot 77 Section 23 Township 8 New Westminster District Plan 41978

   CIVIC ADDRESS: 20276 - 72B Avenue

3. This Permit is issued subject to compliance with all of the Bylaws of the Municipality of Langley applicable thereto, except as specifically varied or supplemented by this permit as follows:

   a. Building plans in substantial compliance with Schedule “A”;
   b. Landscape plans being in substantial compliance with Schedule “B” and in compliance with the Township’s Street Tree and Boulevard Planting Policy and Age Friendly Amenity Area requirements;
   c. Provision of a final tree management plan incorporating tree retention, replacement, protection details, and security in compliance with the Township’s Subdivision and Development Servicing Bylaw (Schedule I - Tree Protection);
   d. All signage being in compliance with the Township’s Sign Bylaw;
   e. Requiring rooftop mechanical equipment to be screened from view; and
   f. All refuse areas to be located in an enclosure and screened.

   Although not part of the Development Permit requirements, the applicant is advised that prior to issuance of a building permit the following items will need to be finalized:

   a. Completion of an erosion and sediment control plan and provision of security in accordance with the Erosion and Sediment Control Bylaw;
   b. Completion of a site servicing and stormwater management plan in accordance with the Subdivision and Development Servicing Bylaw;
   c. On-site landscaping to be secured by letter of credit at building permit stage;
   d. Written confirmation from the owner and landscape architect or arborist that tree protection fencing identified in the tree management plan is in place; and
   e. Payment of supplemental development permit application fees, Development Cost Charges, and building permit administration fees.

4. The land described herein shall be developed strictly in accordance with the terms, conditions and provisions of this Permit and any plans and specifications attached as a Schedule to this Permit which shall form a part hereof.

This Permit is not a Building Permit.

All developments forming part of this Development Permit shall be substantially commenced within two years after the date the Development Permit is issued.

This permit shall have the force and effect of a restrictive covenant running with the land and shall come into force on the date of an authorizing resolution passed by Council.

It is understood and agreed that the Municipality has made no representations, covenants, warranties, guarantees, promises or agreement (verbal or otherwise) with the developer other than those in this Permit.

This Permit shall enure to the benefit of and be binding upon the parties hereto and their respective heirs, executors, administrators, successors and assigns.

AUTHORIZING RESOLUTION PASSED BY COUNCIL THIS ____ DAY OF _____, 2021

Attachments:

SCHEDULE A	Architectural Drawings
SCHEDULE B	Landscape Drawings

PROPOSED 66 UNIT CONDOMINIUM DEVELOPMENT

at 20276 72B Ave, Langley, BC

PROPOSED PROJECT

Four storey Condo Development
GROUND LEVEL
SECOND LEVEL
THIRD & FOURTH LEVEL

PROJECT DATA

CIVIC ADDRESS	20276 72B AVE, LANGLEY, BC
LEGAL ADDRESS	LT 77, SEC 23, TWP 8, NWD, PL NWP41978
SIZE	47,915.99 SFT. (REFER TO SURVEY)
LOT DIMENSIONS	57.91.41m x 77.00m
ZONING	EXISTING SR2 (Suburban Residential Zone)
ACTUAL USE	SINGLE FAMILY DWELLING

REZONING

Rezoning Reference #
Comprehensive Development(CD)
OCP-**Willough Community**(Plan 3800)
CENTRAL GORDON NEIGHBOURHOOD

APPLICANT **FLAT ARCHITECTURE** Inc.

DRAWING LIST (Architectural)

A-100	COVER SHEET & PROJECT DATA
A-101	SITE PLAN
A-102	PARKADE LEVEL PLAN
A-201	LEVEL 1 FLOOR PLAN
A-202	LEVEL 2 FLOOR PLAN
A-203	LEVEL 3 FLOOR PLAN
A-204	LEVEL 4 FLOOR PLAN
A-301	NORTH & SOUTH ELEVATIONS
A-302	EAST & WEST ELEVATIONS
A-310	RENDERINGS
A-601	MATERIAL BOARD

DRAWING LIST (Landscape)

L-1	Key Plan.
L-2	LANDSCAPE CONCEPT
L-3	HARDSCAPE
L-4	PLANTING PLAN
L-5	OUTDOOR AMENITY DETAIL
L-6	STANDARD DETAILS
L-7	GRADING PLAN

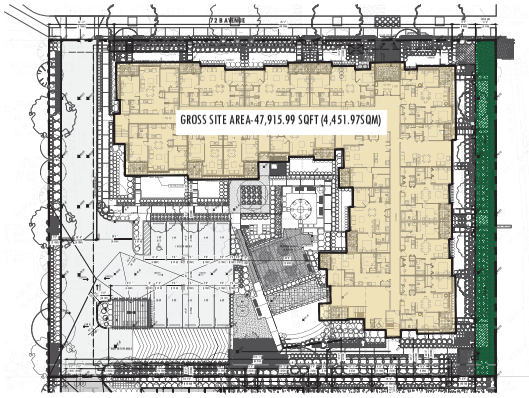


PROJECT RECONCILIATION

CIVIC ADDRESS:		20276 72B Avenue, Langley, BC			
LOT AREA					
	TOTAL:	47,915.99	SQ.FT.	4451.90 SQMT = 1.10 Ac = 0.44 Ha	
	ROAD DEDICATIONS:	0.00	SQ.FT.		
	GREEN DEDICATIONS:	0.00	SQ.FT.		
	NET AREA:	47,915.99	SQ.FT.		
ZONING					
	CURRENT				
	PROPOSED				
LOT COVERAGE					
	ALLOWED				
	PROPOSED	45%		17,229.1 SQ.FT/47,915.99 SQ.FT	
SETBACKS				PROVIDED	
	NORTH			14.50'	4.42 M.
	SOUTH			22.1'	6.73 M.
	EAST:			13.25'	4.03 M.
	WEST:			36.11'	11.24 M.
HEIGHT					
STOREYS			4		
SITE COVERAGE		17,229.00 Sq.Ft. / 1600.63 SQMT		47,915.99 Sq.Ft. 4451.90 SQMT	35.96%
DENSITY					
	ALLOWED	60 UPA	60 X1.1	66.00	
	PROPOSED			66.00	
	4 STORY APARTMENT BUILDING		66 UNITS		
BUILDING FLOOR AREA (EXCLUDING PARKIN					
APARTMENT BUILDING		EXCLUDING BALCONIES WITH IN ENVELOPE			
	LEVELS				
	1			15,253.00 Sq.Ft.	
	2			15,253.00 Sq.Ft.	
	3			15,250.00 Sq.Ft.	
	4			15,250.00 Sq.Ft.	
	TOTAL APARTMENT AREA			61,006.00 Sq.Ft.	6066.83 SQM

OUTDOOR AMENITY:				OUTDOOR AMENITY:	
	APARTMENT BUILDING REQUIRED		66 x 43SQ.FT	264.00 Sq.Mt.	2,842.00 Sq.Ft.
	PROPOSED AMENITY INCLUDING KIDS AND ADULTS			322.80 Sq.Mt.	3,475.00 Sq.Ft.
INDOOR AMENITY					
	PROVIDED			117.00 Sq.Mt.	1,252.00 Sq.Ft.
UNIT COUNT:					
	1 BED+DEN	8			
	2 BED	25			
	2 BED + DEN	22			
	1-BED	4			
	ADAPTABLE UNIT	7			
	TOTAL:	66			
OFF STREET PARKING					
	RESIDENCES:				
	APARTMENT	REQUIRED	66x1.5		
		TOTAL REQUIRED		99.0 SPACES	
		PROVIDED			99 SPACES
	VISITORS				
	APARTMENT	REQUIRED	10% of R.QAPT	9.9	
		PROVIDED			10 SPACES
	PROVIDED, TOTAL INCLUDING VISITOR AND RESIDENTIAL				100 SPACES





APARTMENT UNIT AREAS(72 B)

TYPE	BED RMS.	NOS.	LVL 1	LVL 2	LVL 3	LVL 4	AREA / UNIT	TOTAL AREA
A	2 BED-RM.	8	2	2	2	2	850.00 Sq.Ft.	6,800.00 Sq.Ft.
A1	2 BED-RM.	15	5	4	3	3	783.00 Sq.Ft.	11,745.00 Sq.Ft.
A2(ADAPTABLE)	2 BED-RM.	2	0	0	1	1	974.00 Sq.Ft.	1,948.00 Sq.Ft.
B	2 BED-RM+DEN.	16	4	4	4	4	822.00 Sq.Ft.	13,152.00 Sq.Ft.
B1(APAPTABLE)	2 BED-RM+DEN.	4	1	1	1	1	960.00 Sq.Ft.	3,840.00 Sq.Ft.
B2	2 BED-RM.	2	0	0	1	1	658.00 Sq.Ft.	1,316.00 Sq.Ft.
B3(ADAPTABLE)	2 BED-RM+DEN.	3	0	1	1	1	917.00 Sq.Ft.	2,751.00 Sq.Ft.
C	1 BED-RM.	4	1	1	1	1	663.00 Sq.Ft.	2,652.00 Sq.Ft.
C1	1-BED+ DEN	8	2	2	2	2	614.60 Sq.Ft.	4,916.80 Sq.Ft.
D	1-BED	4	1	1	1	1	675.05 Sq.Ft.	2,700.20 Sq.Ft.
TOTAL		66 UNITS	16	16	17	17		51,821.00 Sq.Ft.

FLAT ARCHITECTURE 2
Unit 209- 6321 King George Blvd
Surrey BC, V3X 1G1
www.flatarchitecture.ca
contact@flatarchitecture.ca
Ph: 604-603-4484

PROJECT INFO:
66 UNITS CONDOMINIUM DEV.
20276 72ND B AVE. LANGLEY, BC

CLIENT :
1151245 BC LTD.

DATE 2021.01.01 | DRAWN BY JG
SCALE AS NOTED | PROJECT NO. 18.220

REV	DESCRIPTION	BY	DATE

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SCHEDULE A

PROJECT DATA

A100

THESE PLANS COMPLY WITH BCBC 2018

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SITE PLAN

A101

F.1

REV	DESCRIPTION	BY	DATE

PROJECT INFO:
66 UNITS CONDOMINIUM DEV.
20276 72ND B AVE. LANGLEY, BC

CLIENT :
1151245 BC LTD.

DRAWN BY: JG
PROJECT NO: 18.229
DATE: 2021.03.01
SCALE: AS NOTED

FLAT ARCHITECTURE INC.
Unit 209- 6321 King George Blvd
Surrey BC. V3X 1G1
www.flatarchitecture.ca
contact@flatarchitecture.ca
Ph: 604-503-4484



MATERIAL LEGEND

1. BRICK VENEER - ENDICOTT- MEDIUM IRONSPOT
2. TIMBER POST(CEDAR FINISH)
3. HORIZONTAL SIDING- JAMES HARDIE(AGED PEWTER)
4. HORIZONTAL SIDING- JAMES HARDIE(COBBLE STONE)
5. HARDIE PANEL-JAMES HARDIE(AGED PEWTER)
6. HARDIE PANEL- JAMES HARDIE (COBBLE STONE)
7. HARDIE PANEL- JAMES HARDIE(ARCTIC WHITE)
8. CORRUGATED GALVANIZED IRON SHEET(TO MATCH IRON GRAY OF JAMES HARDIE)
9. FASCIA- GRAPHITE 1603 (BENJAMIN MOORE)
10. ALUMINUM GLASS RAILING
11. WINDOWS- VINYL (WHITE)
12. ENTRY DOORS- BLACK IRON (2120-20)- BENJAMIN MOORE

1 ELEVATION-NORTH(Facing 72 B Ave)
Scale: 1/8" =1'-0"



2 ELEVATION-EAST
Scale: 1/8" =1'-0"

FLAT ARCHITECTURE
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Surrey BC, V3X 1G1
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PROJECT INFO:
66 UNITS CONDOMINIUM DEV.
20276 72ND B AVE. LANGLEY, BC

CLIENT :
1151245 BC LTD.

DATE
2021.01.01

DRAWN BY
JG

SCALE
AS NOTED

PROJECT NO
B.220

REV	DESCRIPTION	BY	DATE

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ELEVATIONS

F.1

A301



1 ELEVATION-SOUTH
Scale: 1/8"=1'-0"

MATERIAL LEGEND

1. BRICK VENEER - ENDICOTT- MEDIUM IRONSPOT
2. TIMBER POST (CEDAR FINISH)
3. HORIZONTAL SIDING- JAMES HARDIE(AGED PEWTER)
4. HORIZONTAL SIDING- JAMES HARDIE(COBBLE STONE)
5. HARDIE PANEL-JAMES HARDIE(AGED PEWTER)
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8. CORRUGATED GALVANIZED IRON SHEET(TO MATCH IRON GRAY OF JAMES HARDIE)
9. FASCIA- GRAPHITE 1603 (BENJAMIN MOORE)
10. ALUMINUM GLASS RAILING
11. WINDOWS- VINYL (WHITE)
12. ENTRY DOORS- BLACK IRON (2120-20)- BENJAMIN MOORE



2 ELEVATION-WEST
Scale: 1/8" =1'-0"

FLAT ARCHITECTURE
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PROJECT INFO:
66 UNITS CONDOMINIUM DEV.
20276 72ND B AVE. LANGLEY, BC

CLIENT :
1151245 BC LTD.

DATE 2021.01.01
DRAWN BY JG
SCALE AS NOTED
PROJECT NO. 18.229

REV	DESCRIPTION	BY	DATE

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THESE PLANS COMPLY WITH BCBC 2018

ELEVATIONS

A302

THESE PLANS COMPLY WITH BCBC 2018

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A310 RENDERINGS

F.1

REV	DESCRIPTION	BY	DATE

DRAWN BY: JO
PROJECT NO: 18.29
DATE: 2021.01.01
SCALE: AS NOTED

PROJECT INFO:
66 UNITS CONDOMINIUM DEV.
20276 72ND B AVE, LANGLEY, BC

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PROJECT NORTH
NORTH

PROJECT NORTH
NORTH

THESE PLANS COMPLY WITH BCBC 2018

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A311

RENDERINGS

F.1

REV	DESCRIPTION	BY	DATE

DRAWN BY: JO
PROJECT NO: 18.29
DATE: 2021.01.01
SCALE: AS NOTED

PROJECT INFO:
66 UNITS CONDOMINIUM DEV.
20276 72ND B AVE. LANGLEY, BC

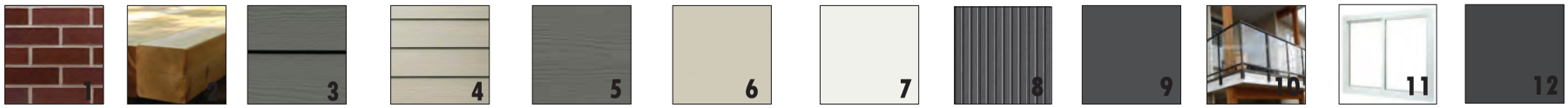
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Ph: 604-560-9484



MATERIAL LEGEND

1. BRICK VENEER - ENDICOTT- MEDIUM IRONSPOT
2. TIMBER POST(CEDAR FINISH)
3. HORIZONTAL SIDING- JAMES HARDIE(AGED PEWTER)
4. HORIZONTAL SIDING- JAMES HARDIE(COBBLE STONE)
5. HARDIE PANEL-JAMES HARDIE(AGED PEWTER)
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CLIENT :
1151245 BC LTD.

DATE
2021.01.01

DRAWN BY
JG

SCALE
AS NOTED

PROJECT NO.
18.229

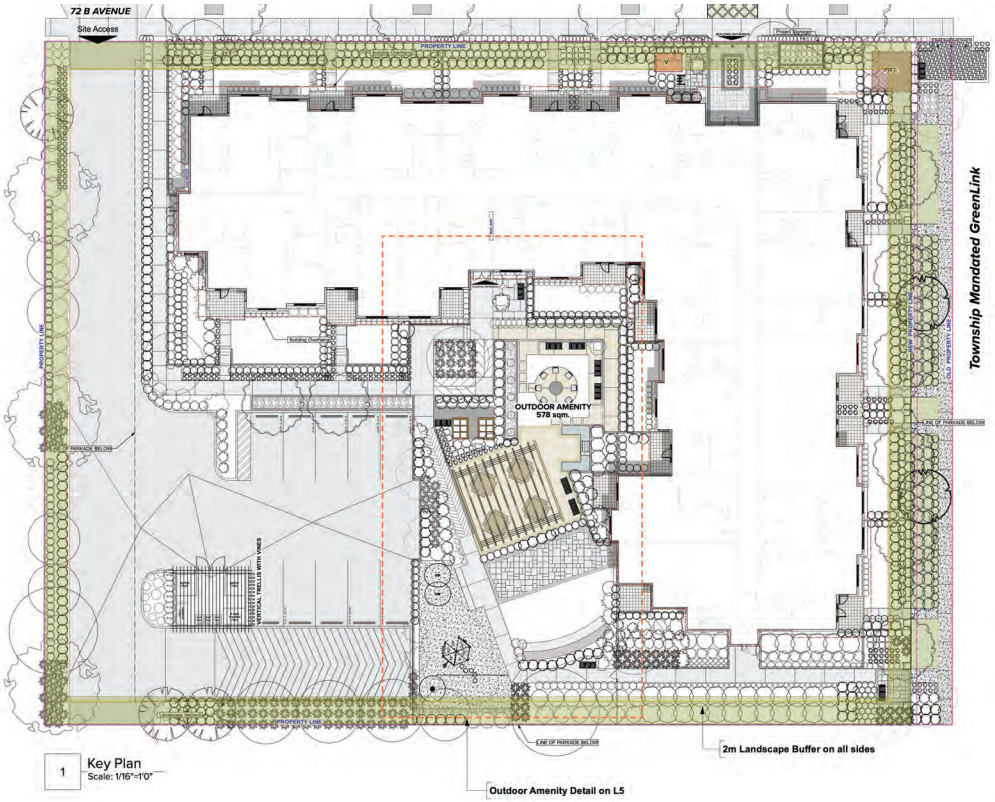
REV	DESCRIPTION	BY	DATE

THESE PLANS COMPLY WITH BCBC 2018

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EXTERIOR FINISH SPECS.

A601



1 Key Plan
Scale: 1/16"=1'0"



2 Examples of recommended plants and trees
Scale: NTS

Recommended Shrubs

Image	ID	Quantity	Latin Name	Common Name	Scheduled Size	Spacing
	A.Kn	23	Arctostaphylos uva-ursi 'Vancouver Jade'	Vancouver Jade Kinnikinick	#1 por	1'6"
	AJ	25	Azalea japonica	Japanese azalea	#3 pot	2'6"
	AJ1	15	Aucuba japonica 'Picturata'	Picturata Aucuba	#3 pot	4'0"
	AM	6	Azalea mollis 'Lemonara'	Deciduous azalea yellow	#3 pot	3'4"
	Bu.gr	4	Buxus 'Green Velvet'	Green Beauty Boxwood	#3 pot	1'4"
	CA	26	Calamagrostis x acutiflora 'Karl Foerster'	Foerster's Feather Reed Grass	#2 pot	1'6"
	CB	7	Callicarpa bodinieri 'Profusion'	Profusion Beautyberry	#3 pot	3'8"
	CJ	3	Camellia japonica	Japanese Camellia	1.0 m. ht	5'0"
	CT1	9	Choisya ternata 'Aztec Pearl'	Aztec Pearl Mock Orange	#3 pot	3'6"
	Cz	15	Clematis 'Zojapur'	Happy Jack® Purple Clematis	#2 pot	1'0"
	E.Red	15	Escallonia 'Red Elf'	Red Elf(Tm) Escallonia	#3 pot	4'6"
	ER	130	Echinacea 'Rosita'	Purple coneflower Rosita (dwarf)	#1 pot	1'8"
	H.ba	66	Hosta x 'Blue Angel'	Blue Angel Plantain Lily	#1 pot	2'0"
	H1	137	Helictotrichon sempervirens	Blue Oat Grass	#1 pot	1'6"
	HD	18	Holodiscus discolor	oceanspray	#3 pot	5'0"
	HL	270	Hemerocallis x 'Lemon Yellow' or vars	Lemon Yellow Daylily	#1 pot	1'6"
	HQ	9	Hydrangea quercifolia	Oakleaf Hydrangea	#3 pot	4'6"
	L	19	Lavendula vars	Lavender	#1 pot	2'0"
	L.ax	4	Leucothoe axillaris	Coast Leucothoe	#3 pot	3'6"
	LD	20	Ligularia dentata 'Brit Marie Crawford'	Brit Marie Crawford Ligularia	#1 pot	3'0"
	LM	106	Liriope muscari	Big Blue Lily Turf	#1 pot	1'6"
	MA	10	Mahonia aquafolium	Oregon grapw	#3 pot	3'6"
	Ndam	25	Nandina domestica	Heavenly Bamboo	#2 pot	3'0"
	PM	153	Polystichum munitum	swordfern	#3 pot	---
	Pn.HD	33	Pennisetum alopecuroides 'Hameln'	Hameln Dward Fountain Grass	#2 pot	2'4"
	PO	12	Pennisetum orientale	Oriental Fountain Grass	#3 pot	3'0 3/8"
	PV	3	Philadelphus x virginalis	Mock Orange	#5 pot	6'0"
	RF	9	Rudbeckia fulgida var. fulgida	Orange Coneflower	#1 pot	2'4 5/8"
	Rh.Gp	7	Rhododendron 'Gumpo Pink'	Pink Gumpo Azalea	#7 pot	---
	RS	38	Ribes sanguineum 'King Edward VII'	King Edward Vii Flowering Currant	#3 pot	4'6"
	RV	10	Rhododendron Vulcan	Red Rhododendron	#7 pot	5'0"
	SJ	11	Skimmia japonica	Japanese Skimmia	#2 pot	2'6"
	SJ1	138	Spiraea japonica 'Little Princess'	Little Princess Spirea	#3 pot	2'8"
	SR	6	Sarcococca ruscifolia	Fragrant Sarcococca	#3 pot	2'8"
	Tx	438	Taxus sp	Yew, hedge variety	1.5 m. ht.	2'0"
	VO	192	Vaccinium ovatum 'Thunderbird'	evergreen huckleberry	#3 pot	---
		0				0"

Recommended Trees

Image	ID	Quantity	Latin Name	Common Name	Scheduled Size	Notes
	A.Rub	6	Acer rubrum 'Red Sunset'	Red Sunset Red Maple	7 cm. cal.	
	Ac.Pl	3	Acer palmatum	Japanese Maple	3.5 m. ht.	Sch D Part 2
	Cjap	3	Cercidiphyllum japonicum	Katsura Tree	7 cm. cal.	
	Lq.SG	8	Liquidambar styraciflua	American Sweetgum	7 cm. cal.	
	P.Par	7	Pinus parviflora 'Templehof'	Japanese White Pine	3.5 m. ht.	
	PiGlc	3	Picea glauca-White Spruce	White Spruce	3 m	
	PiOm	10	Serbian Spruce	Serbian Spruce	3 m	
	Tcan	2	Tsuga canadensis	Canadian Hemlock	3 m	

Design Rationale and Summary

Owing to the highly visible nature of the project located on 72 B Ave with requirements to meld the constituents of the Central Gordon Estate Neighbourhood plan, a balance of access and flanking street interface is required.

We are proposing an addition of textural paving distinctions to identify the varied use entrances and accentuation with the built form edge. The dense development zones and their respective demarcations have been attempted by allocating a variety of hardscape finishes such as the stained concrete, pavers, Hydra-pressed finish and in-situ concrete panels directing the movement and circulation.
Most of the boulevard planting has been based on the TOL bylaw requirements for the offsite species and the rules in terms of the number of species as laid out. Also features such as the greenlink interface, boulevard trees etc have all been thought out and placed based on the TOL requirements. A detailed design of the offsite features will be included in the subsequent submissions leading upto the fourth reading. A number of focal tree species have been used once again to highlight the site zones such as the White Spruce(Picea Glauca) and Katsura. This development is amidst a rapidly changing area where a number of developments have sprung up in the past few years.our design concept advocates a sensitive scheme that merges with the general trnsformation of the area.

The multi-user nature of the residential development demands privacy for the various units and their accessible spaces. The element used to define these spaces (private patios from one another) is emerald cedar/ thuja occidentalis smaragd and Taxus. These columnar hedge plants are used in tandem with smaller hedging material such as the Spiraea and the flowering perennials to allow for multiple layers of textural relief.

The flanking and the landscape buffer zones of the site have been very strongly designed in favour of the native trees, shrubs and groundcovers. They are chosen for not only for their low footprint factor but also owing to their mainly evergreen nature and limited maintenace and the leaf litter.

The outdoor amenity has been designed with a very distinct three zone concept. The intent is to have a spill over lawns to go with social/recreational area on the SE side with seating area and lawns. The Central part of the amenity is treated for play area for children as well as the dining area equipped with outdoor barbeque kitchen to be used by a varied demographic. The northernmnost part of the amenity is treated with relaxed private seating to allow for quiet interctions in a green natural setting.

It may be pointed out that since a majority of the site has underground parkade, a very careful selection of trees and shrubs are proposed that can grow in limited depth of available growing medium. Wherever necessary, built up planters are provided.

GENERAL NOTES
All materials and workmanship to CLS Standards, latest edition. Soil depths and subgrade preparation, soil quality and plant sizes to meet or exceed that standard.

Plant sizes in this list are specified according to the BC Landscape Standard's latest edition. Container sizes are specified as per 'CNTA Standards'. BOth plant size and coontainer size are the minimum acceptable sizes. The installers are advised to search and review, make plant material available to the Landscape Architect for optional review at the source of supply.Area of search to include Lower Mainland and Fraser Valley. 'Substitutions' must obtain written approval from the Landscape Architect prior to making any substitutions to specified material. Unapproved substitutions will be rejected.Allow a minimum of five working days prior to delivery for request to substitute.Substitutions are subject to the Landscape Standard.

All plant material must be provided from the certified 'Disease Free' nursery.All plant material must conform to the latest edition of the 'BC Landscape Standard'.Provide certification upon request. All landscaping and landscape materials to conform to the latest edition of the CLS standards.

Min. growing medium depths over prepared subgrade shall be:

Lawn areas	300mm
Ground Cover Areas	450mm
Shrub Areas	450mm
Tree Pits	300mm (around root balls)

Growing medium shall have physical and chemical properties as described in the standards for 'Ground'areas, except for the areas over structures where the medium shall conform to the requirements for level 1 applications.Processing and mixing of the growing medium shall be done off-site using a mechanized screening process. Proposed growing medium shall be tested by a recognized laboratory. The contractor shall guarantee that the soil submitted for testing is a sample representative of the soil to be used at the site.

On-Site or imported soils shall satisfy the requirements of the standards for growing medium.Soils shall be virtually free from subsoil, wood including woody plant parts, weed or reproducive parts of the weeds, plant pathogenic organisms, toxic material, stones over 30mm, and foreign objects.

All planting beds shall receive min. 50mm bark mulch. The contractor shall maintain clean working conditions, remove all refuse and debris and present the site in a safe and clean condition upon completion of all works. Plant species and varieties may not be substituted without the approval of the Landscape architect. All plant material to be warranteed for one year from date of substantial completion. All wood fences to be cedar, with one coat of clear penetrating preservative.
All engineering drawings(Civil, Mechanical and Electrical) to supersede the Landscape drawings where applicable. These Landscape drawings are to be considered overriding only in case of soft landscape(planting).

All soft landscape areas to be serviced by High Efficiency Irrigation System.

ARCHITECTURE **PANEL** INC.
ARCHITECTURE | LANDSCAPE ARCHITECTURE | URBAN DESIGN
Unit 103, 15505 Marine Drive, Whiterock, BC | 6047831450 | ruchirdhall@gmail.com

These Drawings and the design are and at all times remain the exclusive property of Design Panel Inc. and cannot be used without the Landscape Architects's written consent.Contractor is responsible for verification of all dimensions, elevations and other datum on drawings. Any discrepencies to be reported immediately to the Landscape Architect. Any changes made without the Landscape Architect's written consent shall be the contractor's sole responsibility. Do not scale drawings. Dimensions govern.
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Project
08-23-0199
20276 72B Ave Langley

Owner
1151245 BC Ltd.

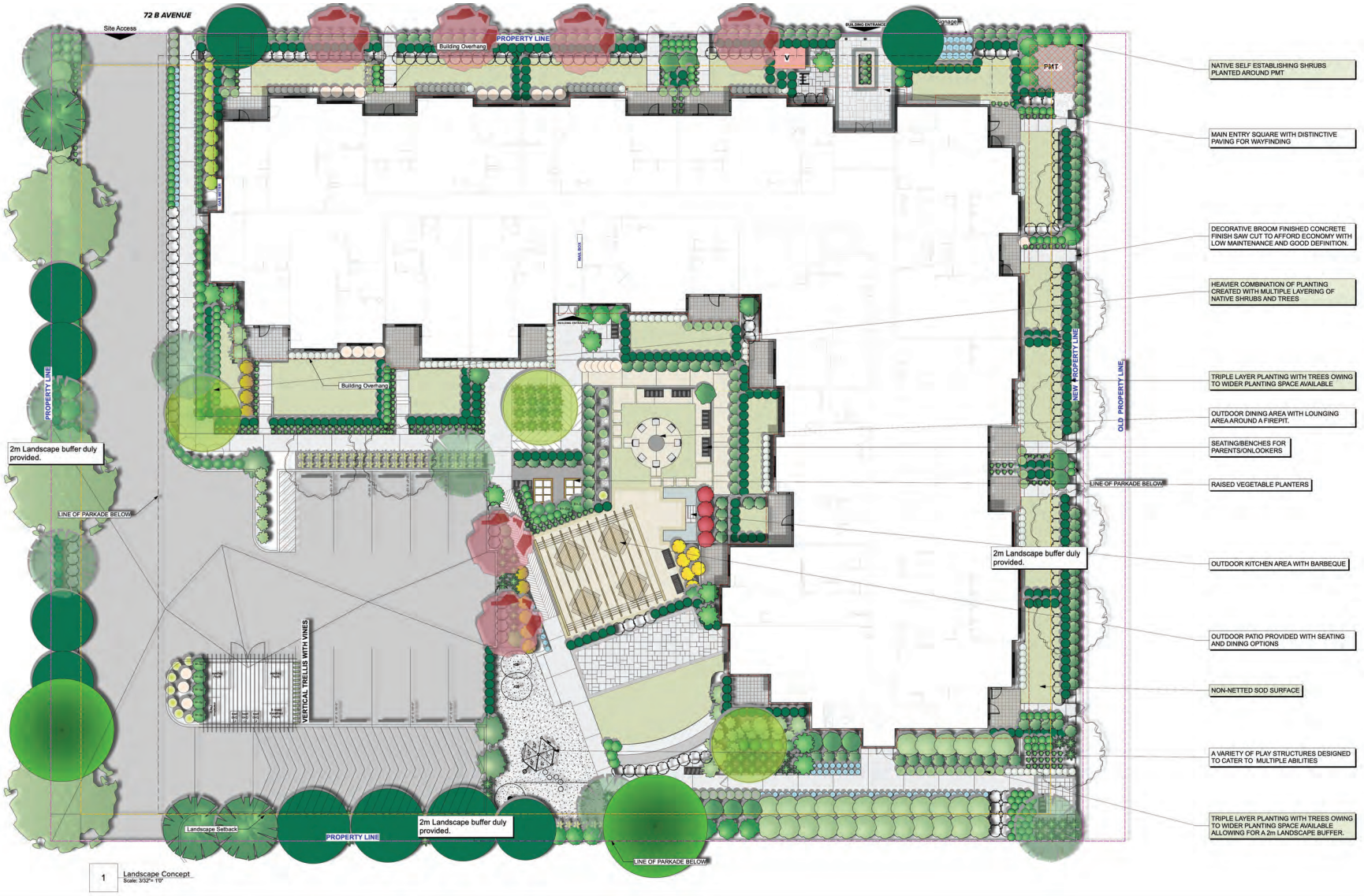
Sheet Title
Key Plan

Total Sheets	Sheet No.	Contractors	Consultants
11	**L1**		**FLAT Architecture**
Drawn By	**Checked By**	**AHJ**	**Documents**
SD	**RD**	**Township of Langley**	
Reviewed By	**Status**		
RD	**DP Submission**		

No	Date	Issue Notes
A	15/10/18	DP Package
B	28/02/19	DP Package
C	25-11-19	DP Application
D	04-06-20	DP Application
E	07-12-20	DP Application
F	06-01-21	DP Submission

N
Scale
0 2 35 FT

SCHEDULE B



ARCHITECTURE **PANEL** INC.
ARCHITECTURE | LANDSCAPE ARCHITECTURE | URBAN DESIGN
Unit 103, 15505 Marine Drive, Whiterock, BC | 6047831450 | ruchirdhall@gmail.com

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Project
08-23-0199
20276 72B Ave Langley

Owner
1151245 BC Ltd.

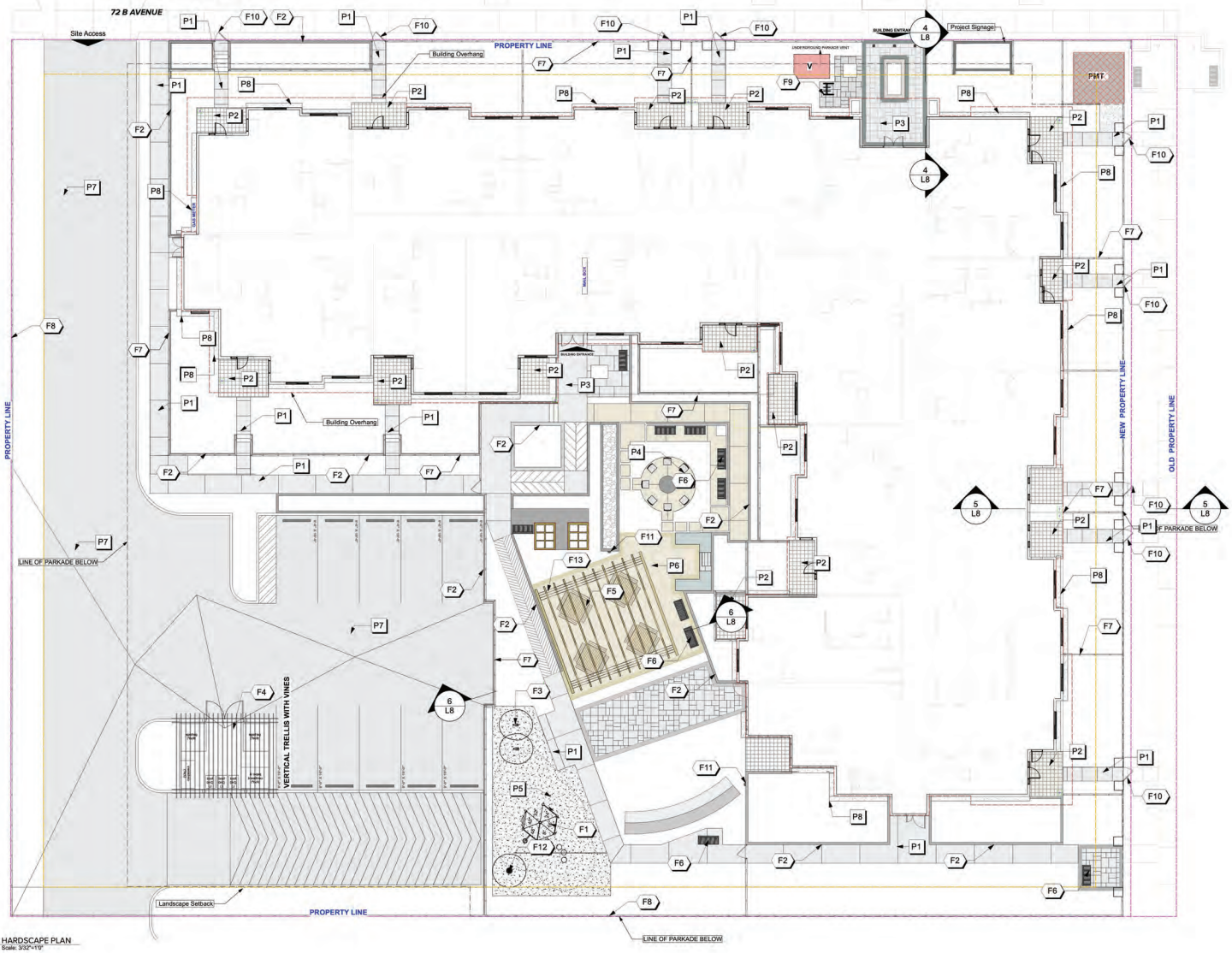
Sheet Title
Landscape Concept

Total Sheets	Sheet No.	Contractors	Consultants
11	**L2**		**FLAT Architecture**
Drawn By	Checked By	AHJ	Documents
SD	**RD**	**Township of Langley**	
Reviewed By	Status		
RD	**DP Submission**		

No	Date	Issue Notes
A	15/10/18	DP Package
B	28/02/19	DP Package
C	25-11-19	DP Application
D	04-06-20	DP Application
E	07-12-20	DP Application
F	06-01-21	DP Submission

N
Scale
0 10 20 30 FT

F.1



1 HARDSCAPE PLAN
Scale: 3/32"=1'0"

Paving Legend

P1	Decorative CIP Concrete with Saw cut joints Light Broom Finish
P2	17 3/4" x17 3/4" The Aristokra Series 2cms HydaPressed Porcelain Slabs
P3	Stamped CIP Concrete
P4	CIP Concrete with Intergral colour ,Sawcut
P5	Rymer Rubber Playtile 1.75"(45mm) x 24" (60cm) x 24" (60cm) (RED) over 2'x2' unit pavers
P6	Patterned CIP Concrete Bordered with aggregrate finish bands
P7	Asphalt Parking Lot and Road
P8	River Rock Surface 2"-6". Laid over compacted subbase and impervious membrane

Furnishing Legend

F1	Timber Form Play Structure(See Details on L5)
F2	Planter Per Detail provided on L8.See Arch/Civil
F3	Timber form Play Structure
F4	Hollow Aluminium Section Trellis spaced at 600 o/c, Engg.Design Required(See Arch)
F5	Equiparc Square Picnic Table .See attached Brochure
F6	Equiparc Outdoor Bench. See attached Brochure
F7	4'0" Tall Cedar Decorative Picket Fence. White clour
F8	6' Tall Privacy Fence
F9	MAGLIN Bike Rack. Cast Aluminium Bike Rack. See attached Brochure
F10	Arbour/Gate Entrance as per TLP 08
F11	Hose Bib
F12	Play Structure (See attached Brochure)
F13	Trellis as per Architectectural Design (Engg. Required)

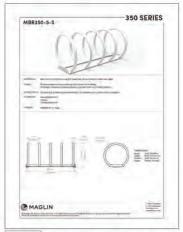
Hose bibs to be added in external yards of individual units.



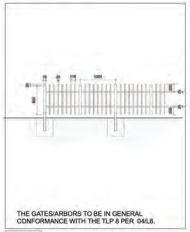
2 OUTDOOR BENCH (F6)
Scale: NTS



3 OUTDOOR DINING SET (F5)
Scale: NTS



4 PROPOSED BIKE RACK (F9)
Scale: NTS



5 PICKET FENCE DETAIL (F7)
Scale: NTS

ARCHITECTURE **PANEL** INC.
ARCHITECTURE | LANDSCAPE ARCHITECTURE | URBAN DESIGN
Unit 103, 15505 Marine Drive, Whiterock, BC | 6047831450 | ruchirdhall@gmail.com

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Project
08-23-0199
20276 72B Ave Langley

Owner
1151245 BC Ltd.

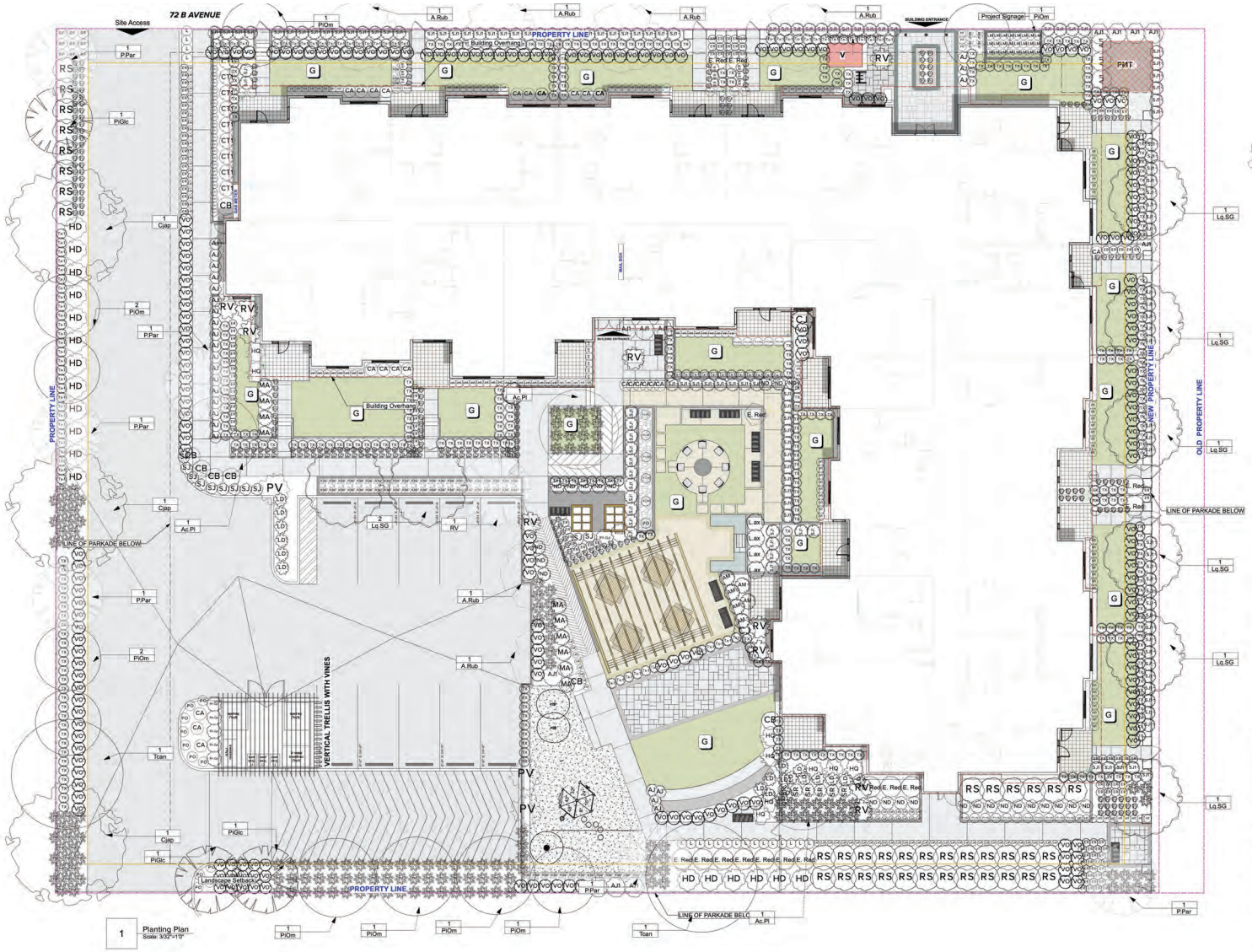
Sheet Title
Hardscape Plan

Total Sheets	Sheet No.	Contractors	Consultants
11	**L3**		**FLAT Architecture**
Drawn By	Checked By	AHJ	Documents
SD	**RD**	**Township of Langley**	
Reviewed By	Status		
RD	**DP Submission**		

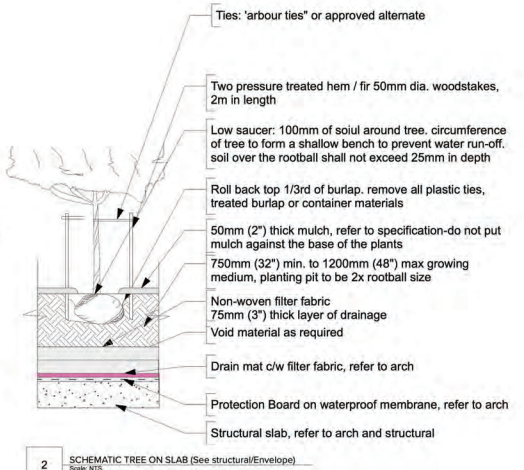
No	Date	Issue Notes
A	15/10/18	DP Package
B	28/02/19	DP Package
C	25-11-19	DP Application
D	04-06-20	DP Application
E	07-12-20	DP Application
F	06-01-21	DP Submission

N

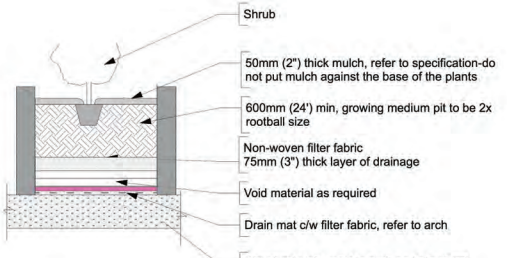
Scale
0 10 20 30 FT



1 Planting Plan
Scale: 3/32"=1'0"



2 SCHEMATIC TREE ON SLAB (See structural/Envelope)
Scale: NTS



3 DETAIL: SHRUB ON SLAB (See structural/Envelope)
Scale: NTS

Over the slab planting notes

Since Majority of the site has underground parkade, large shrubs and trees require speciallycreated planting medium that allows for the thriving of such landscape. Careful selection of the plant species has been made to allow for suitable depth availability of the growing medium. i.e the tree species chosen to be planted in such conditions are **Acer Palmatum** and **Picea Omorika** that would find available depths more than sufficient. These depths in consultation with the architects has been achieved by raising concrete retaining walls over the parkade slab.

Following criteria are followed to achieve the soil/growing medium depth.

Min. 1m depth for trees

Min. 0.5m depth for shrubs and ground covers/Perennials.

Min. 10 cubic metres per tree.

G Non-Netted SOD

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Project
08-23-0199
20276 72B Ave Langley

Owner
1151245 BC Ltd.

Sheet Title
Planting Plan

Total Sheets	Sheet No.	Contractors	Consultants
11	**L4**		**FLAT Architecture**
Drawn By	**Checked By**	**AHJ**	**Documents**
SD	**RD**	**Township of Langley**	
Reviewed By	**Status**		
RD	**DP Submission**		

No	Date	Issue Notes
A	15/10/18	DP Package
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C	25-11-19	DP Application
D	04-06-20	DP Application
E	07-12-20	DP Application
F	06-01-21	DP Submission

N

Scale
0 10 20 30 FT

The objective of this development permit area designation is to encourage retention of existing "estate character" homes, by allowing innovative "infill" residential units to be developed on the property in a manner that will maintain the character of the existing streetscape and surrounding neighbourhood.

Unless the owner of land first obtains a development permit or produces a registerable building scheme acceptable to the Township, land within this development permit area shall not be subdivided, and construction of, addition to or alteration of an additional dwelling unit, or work exceeding value of $50,000 measured in 2000 dollars, must not be started.

Development permit guidelines for this area are as follows:

- Where an existing estate character house is to be retained, new infill units shall be designed in a complementary style, using features such as roof slope, building massing and finish materials to create a cohesive development.
- Where a new "main house" is to be developed as part of the development, the overall project should appear as a cohesive development compatible with the remainder of the neighbourhood.
- Infill units shall be sited and designed to limit overview of adjacent rear yards, and to permit sun penetration onto adjacent properties. Building height is to be compatible with existing houses in the neighbourhood.
- Only one driveway access will be permitted per each original parcel. As such, the main house and infill units will share one access. On a corner lot, a second driveway access would be permitted from the other street.
- Wherever possible, existing mature vegetation should be retained and enhanced by new plantings.
- Where possible, infill units should be sited around a courtyard and/or common parking area.

06/02/06 - Bylaw No. 4475 Deleted Section 4.1.2 Commercial and Business/Office Park Areas Development permit guidelines.

04/02/08 - Bylaw No. 4586 Deleted Section 4.1.3 Development Permit Area 'B' – Residential Density Bonus and Multi-Family

4586
04/02/08

4.1.2 DEVELOPMENT PERMIT AREA "B" – RESIDENTIAL

Lands identified as "Residential" on Map 4, Development Permit Areas are hereby designated as development permit areas under Section 488(1)(e) and (f) of the Local Government Act to establish objectives and provide guidelines for the form and character of intensive and multi family residential development.
The objective of this development permit area designation is to encourage development of attractive and safe multi family areas.
Unless the owner first obtains a development permit, land within this development permit area shall not be subdivided, and construction of, addition to or alteration of a multi family dwelling (including a townhouse, rowhouse, apartment, duplex, triplex or fourplex) must not be started.
Development permit guidelines are as follows:

4.1.2.1 GENERAL

The following general guidelines apply to all development within Development Permit Area "B."

4.1.2.2 SINGLE FAMILY DEVELOPMENT

General

- Single family developments shall enter into an Exterior Design Control Agreement (to be registered on title as a restrictive covenant) prior to final subdivision approval and to the acceptance of the Township. The agreement shall incorporate the following single family development permit guidelines.

Architectural Details

- No residential units shall back onto a public road or street greenway other than 212 Street between 76 and 80 Avenues.
- All building elevations visible from public land (i.e. parks, roads, greenways and detention pond sites) shall provide architectural detailing to be consistent with the front of the building.

Parking and Traffic/Pedestrian Circulation

- Where single-family lots abut an arterial road or a street greenway vehicular access and parking shall be provided via a rear lane or any other vehicular access from the rear of the property while retaining the front pedestrian access of the building facing the street.

Landscaping

- Fences adjacent to a street greenway shall not exceed 122 cm (48 inches) in height. These fences shall be designed to complement the building and be an open picket fence design. Fences must permit observation of the public realm and incorporate landscaping to soften their appearance from the road.

Building Form

- Pitched roofs are required. Pitched roofs shall have architectural grade roof material, including ridge caps and shadow lines.

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4.1.2.3 MULTIPLE UNIT DEVELOPMENT

General

The following guidelines apply to all multiple-unit development including but not limited to apartment, townhouse, rowhouse, duplex, triplex and fourplex buildings.

Site Design

- While providing individual design character, buildings shall be designed to integrate and complement adjacent developments with respect to siting, setbacks, design, exterior finish, landscaping and parking areas. Facade and roofline articulation with porches and other projecting elements is required. Blank or undifferentiated facades shall be avoided.
- Buildings shall be sited and designed to maximize sun penetration to adjacent roads, sidewalks and properties.
- Buildings sited on corners shall address both street edges, shall express a visually stimulating 'landmark' architecture, and be massed to define the intersection.
- On sloping sites, buildings should be massed to create a terraced form of development and provide view opportunities for a majority of housing units.
- Site planning and landscaping for residential development should take into account established principles of Crime Prevention Through Environmental Design (CPTED) – including opportunities for neighbourhood surveillance of pathways, landscaped areas and roadways and provision of defensible space that is clearly separated by fences, landscaping or paving, readily visible by residents and adequately lit.

- In order to allow for stormwater infiltration to maintain flow in watercourses, development is encouraged to maintain low surface imperviousness through compact building form and site layout, consideration shall be given to alternative stormwater and road standards, use of pervious surface materials where feasible and preservation of existing vegetation.
- Multi family buildings shall be designed to maximize avoidance of leaky condominium syndrome by using industry best building practices.
- Mail box kiosks located within a stratified development shall be protected from the weather, be architecturally integrated into the development and be located adjacent to a visitor parking stall with pull-out.
- Presenting garages to public roads is discouraged. Offsetting garages behind the front face of the building is encouraged. Carports are not permitted. Developments shall register a restrictive covenant on title preventing conversion of the garage to any other use that prohibits vehicle storage.
- Development of street facing buildings (i.e. the front door is facing towards the municipal roadway) is required abutting a street or street greenway, other than 200 and 212 (between 76 and 80 Avenues) Streets.
- A pedestrian connection shall be provided from each development site to adjacent streets, street greenways, or public spaces. Public, semi-public and private space shall be clearly delineated.
- A strong street presence is required through inclusion of elements such as extended porches and patios, recessed entries, ground oriented units with direct pedestrian street access, and other similar arrangements. Where individual street access to residential units is not practical, building design should foster a relationship with the adjacent street and pedestrians using the street.
- Buildings should be oriented to streets, greenways, or other public spaces, neither gated nor turning away from the public realm, to provide overview for safety and encourage resident involvement with the activities of the neighbourhood.
- Pedestrian street access to individual residential units is strongly encouraged in order to reinforce pedestrian activity and street life.
- Private outdoor spaces of residential buildings fronting public streets shall provide a sense of separation while still contributing to the streetscape. Semi-private outdoor spaces adjacent to the public realm shall be similarly arranged.

5101
28/09/15

- Private driveway access over greenways should be consolidated and minimized to ensure maximum safety of the users of the greenway. Private driveways may be restricted to laneway access only.

Building Form

5101
28/09/15

- Roofscape is an important element of building design. Green roofs and green walls are encouraged in compliance with the BC Building Code. Roofs may also be developed to provide resident amenity. Open areas of flat roofs shall be finished with pavers or other coloured materials to enhance the view from above. Pitched roofs are required unless a green roof or amenity space incorporating landscaping is provided. Flat roofs shall be designed to enhance the view from adjacent buildings with patterned, textured and/or coloured materials and also include activity areas and or green roofs. Low albedo (light coloured) roofing should be used to the greatest possible extent consistent with appearance from above and avoidance of glare from light reflection for the visual comfort of occupants.
- Ground level and roof areas created by setbacks shall be used as active outdoor space wherever possible, arranged to create ‘eyes on the street’, and appropriately landscaped.

- Building entrances should be clearly identified by the architecture of the building and include articulation or added elements to provide weather protection.

Exterior Design and Finish

- The main entrance of the building should be clearly identified by the architecture of the building and include such elements as pedestrian awnings, canopies, and building overhangs to provide protection from the weather.
- Exterior finish of buildings shall be high quality to ensure integrity of the building envelope design, and to present an attractive appearance.
- Exterior materials, colours and textures shall be selected and applied in the context of newer residential and mixed use developments as well as overall community character.
- Acceptable wall cladding materials include natural and manufactured stone, brick masonry, wood, fiber cement composite siding and panels, metal, and glass. Vinyl as a secondary material is permitted, however, a variety of cladding orientation, material, design and/or colour shall be used. Stucco cladding materials may also be used, however are discouraged, and may not fill more than 25% of any wall surface.
- Glass elements incorporated into weather protection shall be frosted, or provided with other translucent finish, to maintain acceptable appearance between maintenance cycles.
- Mechanical equipment shall be screened or integrated with the roof form, as viewed from the street or higher buildings, in a manner consistent with the overall architecture of the building.
- To provide visual interest elevations of buildings facing a street shall have architectural details such as roofline height, varied colour treatments, windows, articulation in the building envelope, etc.
- Building elevations that are visible from adjacent roads, municipal greenway or other public spaces shall be designed with the same level of care and attention in terms of character, articulation, fenestration, architectural detail, and material quality.
- All exposed base supports for structures that include signage, amenity features, building appurtenances and other site elements shall be architecturally integrated into the overall site design. Unadorned concrete and metal is not permitted.

Landscaping

5101
28/09/15

- Significant tree stands and tree corridors shall be incorporated into the development. A Tree Management Plan shall be prepared and submitted in compliance with the Subdivision and Development Servicing Bylaw 2011 No. 4861 (Schedule I – Tree Protection), as amended from time to time.
- Roof top patios shall be landscaped with water and electrical outlets.
- On-site landscaping shall be required to enhance the appearance of the development, screen parking, loading and utility areas, and garbage containers/enclosures from adjacent properties and roadways. Best efforts should be made to appropriately screen all utility boxes and meters.
- A landscape plan shall be prepared by a registered B.C. Landscape Architect.
- Playground facilities shall be provided, in accordance with the Township's Child Friendly Amenity Area requirements, as amended.
- Entrances shall be articulated with appropriate low fencing and high quality features to provide distinction between public and private space.
- Where lots abut municipal property (i.e. environmental area or a park) a black coated chain link fence shall be constructed to municipal standard. If an adequately landscaped buffer (native plant species are encouraged) of at least 2 metres in width is provided on the greenway side of the fence to the acceptance of the Township, other fence types

may be used provided they are visually permeable above 122 cm (48 inches) and do not exceed 180 cm (6 feet) in total height.

- If security fencing is required for storage areas, black coated chain link fencing screened with hedging material may be used.
- A 5 metre wide landscaping area and a fence shall be provided on multi family properties along abutting lots designated for non residential development (other than municipal greenspace). Fences should be aesthetically designed and reflect adjacent residential building character where applicable.
- The use of perimeter berms (in most circumstances), high fences and security gates is not permitted to provide surveillance and a more pedestrian-friendly street system. Fences adjacent to a public road allowance or a street greenway shall not exceed 122 cm (48 inches) in height. These fences shall complement the building in terms of design character, materials, and colour. Fences must permit observation of the public realm and incorporate landscaping to soften their appearance form the road.
- Landscape materials and design, on development sites and within road right-of-ways and other public spaces, shall be selected in the context of adjacent developments as well as overall community character, all in consultation with the Township.
- Landscape site planning and design shall incorporate both hard and soft materials in support of the principles of CPTED.
- Where fencing or guards are used for life safety purposes or public/private space definition within the landscape, such enclosures shall be as transparent as possible in support of CPTED objectives.
- All retaining walls shall be composed of split face concrete block, natural stone, or patterned cast-in-place concrete. Material selection shall be in the context of, and integrate with similar installations on adjacent properties.
- The public realm shall incorporate street furniture and amenities, heritage artifacts, and public art pieces, to enhance the pedestrian experience and contribute to the character, unity and identity of the neighbourhood.
- The design, materials and finishes of site furniture and pedestrian walkways shall be selected and should be generally consistent throughout the neighbourhood.
- Street and site furniture shall be durable and have a low life-cycle cost; be selected to discourage vandalism and use for skateboard activity; and be designed to meet the needs of a wide range of users including children, seniors, and those with disability.
- On-site utilities shall be architecturally integrated into the development or screened from view through a combination of hard and/or soft landscaping.
- Landscape planting within residential and commercial areas shall use minimum 50% native plantings with appropriate character, and mixed with other non-invasive plants.
- Use of materials such as permeable paving to maximize surface permeability to the greatest extent possible and practical is encouraged.
- The following surface treatments shall be incorporated into on-site hard surfaces and/or walkway design as a substitute for conventional pavement in low traffic areas.
- Porous pavement in areas with low-risk of ground water contamination. Porous pavements may be applied to lanes/access roads, driveways, and low-traffic parking areas.





- Concrete grid / modular pavers in low-traffic areas and may be applied to lanes/access roads, driveways, and low-traffic parking areas, footpaths and bike paths.





- Grass Pave/Grasscrete/Golpha plastic reinforcement products used in conjunction with gravel or grass surfaces.



- Curb cuts may be used to divert runoff from road surfaces into swales or rainwater gardens which contribute to evapotranspiration.



- Multi-use trails shall be incorporated into the development to promote pedestrian and cyclist activity and link to the surrounding trail network.

5101
28/09/15

Parking Lot Landscaping

- Screen at-grade and structured parking or service areas located within a residential building from the public street through such treatments as soft and hard landscaping elements. Where possible, parking should be integrated into the building structure or provided below grade.
- If surface parking areas are required in multi-unit residential buildings, place them away from public view and not between the public street and the building. Design landscape parking areas so they do not detract from any rear yard amenity space.
- Provide a landscape buffer along the edges of multi-unit residential parking areas, in situations where they are along a public street. Provide breaks in the buffers to connect the sidewalk to walkways on the site. Buffers may include low shrubs, trees, and decorative fences.
- In addition to trees and landscaping around the perimeter of surface parking areas, shade trees and landscaping are required within parking lots as per Section 111 of Zoning Bylaw 1987 No. 2500 Landscape Requirements, as amended from time to time.

- Pedestrian connections should be facilitated throughout the development, including through parking lots, and to adjoining land uses.

Parking and Traffic/Pedestrian Circulation

- Pedestrian connections shall be provided throughout the development, including through parking lots, and to adjoining land uses. Ornamental paving materials (stamped and coloured concrete or better) are required for all pedestrian connections.
- Provision of underground parking is encouraged and shall be designed with CPTED principles. Access to either underground or structured parking should be from a lane if possible.
- Parking shall be provided in enclosed and secured garages attached to individual units or in a secure underground parkade.
- Tandem parking on all end units is not permitted.
- Surface parking should be provided for in a number of smaller areas rather than one large lot, and shall be located primarily in the interior of the site or otherwise screened from view. Surface parking shall integrate landscaping and other design elements to reduce the massing of parking areas. Vehicular entrances to surface parking areas shall be landscaped, not gated, to create a subtle boundary between the semi-private and public areas.
- Private driveway access over greenways should be consolidated and minimized to ensure maximum safety of the users of the greenway. Private driveways accessing arterial roads may be restricted.
- Wheelchair access shall be provided throughout the development.
- Pedestrian connections shall be clearly visible, landscaped, and provided with hard surfaces suitable for older people and wheelchairs.
- Highly detailed paving materials are required along the High Street to indicate such things as storefronts, thru traffic, seating areas, and aesthetic relief areas.





- Without compromising the safety of users, all surface parking shall be visually screened from sub-neighbourhood streets through a combination of building arrangement and landscaping.
- At grade frontage shall be for commercial uses with only the access and egress points visible from the street.
- Vehicular access and egress points shall be combined and the presence and appearance of garage entrances should be designed so that they do not dominate the street frontage of a building.
- Horizontal floor designs are preferred to allow for adaptive reuse. Scissored floor designs are discouraged.
- Garage entrances shall have less prominence than the pedestrian entrances. A separate pedestrian entrance to the garage shall be provided. . This may be achieved through:
  - The relative importance of the garage entrance reduced by enhancing the pedestrian entrance.
  - Locating the entry on the side of the facade where it will draw less attention than if it is centered on the facade.
  - Recessing the portion of the facade where the entry is located to help conceal it.

- Extending portions of the structure over the garage entry to help conceal it.
- Emphasizing other elements of the facade to reduce the visual prominence of the garage entry.
- Use of screening and landscaping to soften the appearance of the garage entry from the street.
- Locating the garage entry where the topography of the site can help conceal it.

- Pedestrian entrances shall be separate from vehicular access points.
- Uses near access and egress points shall include design elements that reduce conflict between uses.
- Ramps to additional levels are to be contained within the structure and screened from view.
- Access and egress points shall have consistent sidewalk texture, colours and material for that portion intersecting with the streetscape.
- Provide separate parking areas for residential and commercial uses.
- The façade shall be architecturally integrated into the building and otherwise screened from view. Green walls and planters may be used in combination with architectural integration for this effect.
- Setbacks from above the second storey shall be incorporated into the design.
- If rooftop parking is provided additional landscaping shall be required consistent with Parking Lot Landscaping. Planters with arbors shall be provided continuously along the parapet.
- Lighting on the exterior (including the roof) shall be consistent with the entire building. Ornamental lighting shall be used on the rooftop parking areas.
- Public and private parking shall be clearly identified through a system of numbering and signage.
- Underground parking structures shall be planned for the convenience and safety of users; shall have walls and ceilings finished in a light coloured paint for reflectivity; and shall incorporate motion-activated lighting to the greatest extent permitted.

5101
28/09/15

- Adequate secured, sheltered and screened bicycle parking be provided on-site for short term and long term bicycle parking/storage facilities.
  - Short term bicycle parking should be in well-lit locations and clearly visible from a main building entrance and/or public roads with bicycle racks made of sturdy, theft-resistant material that is securely anchored to the floor or ground.
  - Longer term bicycle storage areas provided (secured in a separate room/enclosed area) as part of a parking structure should be located close to elevators and access points.

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30/05/11

4.1.2.4 TOWNHOUSES/ROWHOUSE

These guidelines are in addition to section 4.1.2.3 and apply to all townhouse and rowhouse developments.

Site Design

- Ground-oriented developments shall be designed with continuity in the design with respect to the exterior finishing materials and architectural detailing. Individual or paired units shall be significantly visually differentiated from other adjoining units (i.e. staggering in plan or elevation, varying rooflines, variation in exterior materials, variation in colour treatments, and architectural detailing).
- Developments which include multiple buildings on the same site shall include significant variation in the exterior design, façade, roofline articulation, material and colour of buildings.

- Units shall be oriented towards public roads, street greenways, natural areas, and greenlinks/commons where applicable.
- Scale building height and massing in proportion to open spaces.
- A pedestrian connection shall be provided from each development site to adjacent streets, street greenways, or public spaces. Public, semi-public and private space shall be clearly delineated.
- Tandem parking on end units is not permitted.

Landscaping

- Where there are multiple buildings on a site, buildings should be located to enclose courtyards and other landscaped spaces.

4825
30/05/11

4.1.2.5 APARTMENTS

These guidelines are in addition to section 4.1.2.3 and apply to all apartment developments.

Architectural Details

- Street facing facades of free-standing apartment buildings shall be designed for a pedestrian scale with the first storey architecturally differentiated from upper floors.
- The apparent mass of a building shall be reduced through roof design, facade articulation and shadowing.
- Incorporate a 'good neighbour' policy by ensuring building heights being stepped or terraced to relate to adjacent buildings.
- Building height and massing shall be in proportion to adjacent open space.
- The main entrance of each apartment building should include an awning, canopy, porte-cochere or other architectural element to provide protection from the weather.
- Orient the main building entrance to the street and provide a secondary building entrance and pedestrian link to adjacent municipal greenspace where applicable.
- Avoid blank or undifferentiated facades.
- Provide weather protection from parking area to front entrance where appropriate.

Landscaping

- Where there are multiple buildings on a site, buildings should be located to provide common space such as courtyards.

Parking and Traffic/Pedestrian Circulation

- Minimize above grade projection of parking structures.
- Provide drop-off areas at grade level near the main building entrance where possible.
- Provide resident parking underground or within the building.

4.2 COMMERCIAL DEVELOPMENT PERMIT PROVISIONS

4.2.1 DEVELOPMENT PERMIT AREA "C"– LOCAL COMMERCIAL

Lands identified as "Development Permit Area "C"– Local Commercial" on Map 4, Development
4475
06/02/06
Permit Areas are hereby designated as development permit areas under Section 488(1) (f) of the Local Government Act. Act to establish objectives and provide guidelines for the form and character of development.

4825
30/05/11

The objective of this development permit area designation is to encourage development of attractive and safe commercial areas and reduce conflict with adjacent land uses.

Langley Schools

8 January, 2021

Chris Jarvie
Manager Development Planning
Township of Langley
20338 65 Avenue
Langley, BC V2Y 3J1

Re: Development Application Project 08-23-0199 / 1151244 BC Ltd / Flat Architecture Inc

CIVIC: 20276 72B Avenue

LEGAL: Lot 77 Section 23 Township 8 NWD Plan 41978

We have reviewed the above proposal.
We calculate the approximate number of students generated by this proposal will be as follows:

Type of Housing	Number of Units	Elementary K-5	Middle 6-8	Secondary 9-12
Condos	**66**	**1**	**1**	**2**

Given the current school catchments this development would impact Donna Gabriel Robins Elementary School, Peter Ewart Middle School and R.E. Mountain Secondary School. As you know, while the Langley School District is not responsible for the amount or pace of development we work closely with the Township of Langley in order to advocate to the Ministry of Education for the development of joint sites to benefit our students.

We make every effort to keep students in their catchment schools, but if there is insufficient space in the catchment school we will find them a space at another school in the district.

Please advise if you need any other information.

Yours sincerely,

Brian Iseli, CPA, CMA
Secretary Treasurer

THE CORPORATION OF THE TOWNSHIP OF LANGLEY

TOWNSHIP OF LANGLEY ZONING BYLAW 1987 NO. 2500

AMENDMENT (1151245 BC LTD.) BYLAW 2021 NO. 5688

EXPLANATORY NOTE

Bylaw 2021 No. 5688 rezones 0.4 ha (1.1 ac) of land located at 20276 – 72B Avenue from Suburban Residential Zone SR-2 to Comprehensive Development Zone CD-132 to accommodate 66 apartment units.

THE CORPORATION OF THE TOWNSHIP OF LANGLEY

TOWNSHIP OF LANGLEY ZONING BYLAW 1987 NO. 2500

AMENDMENT (1151245 BC LTD.) BYLAW 2021 NO. 5688

The Municipal Council of the Corporation of the Township of Langley, in Open Meeting Assembled, ENACTS AS FOLLOWS:

1. This Bylaw may be cited for all purposes as “Township of Langley Zoning Bylaw 1987 No. 2500 Amendment (1151245 BC Ltd.) Bylaw 2021 No. 5688”.

2. The “Township of Langley Zoning Bylaw 1987 No. 2500” as amended is further amended by rezoning the lands described as:

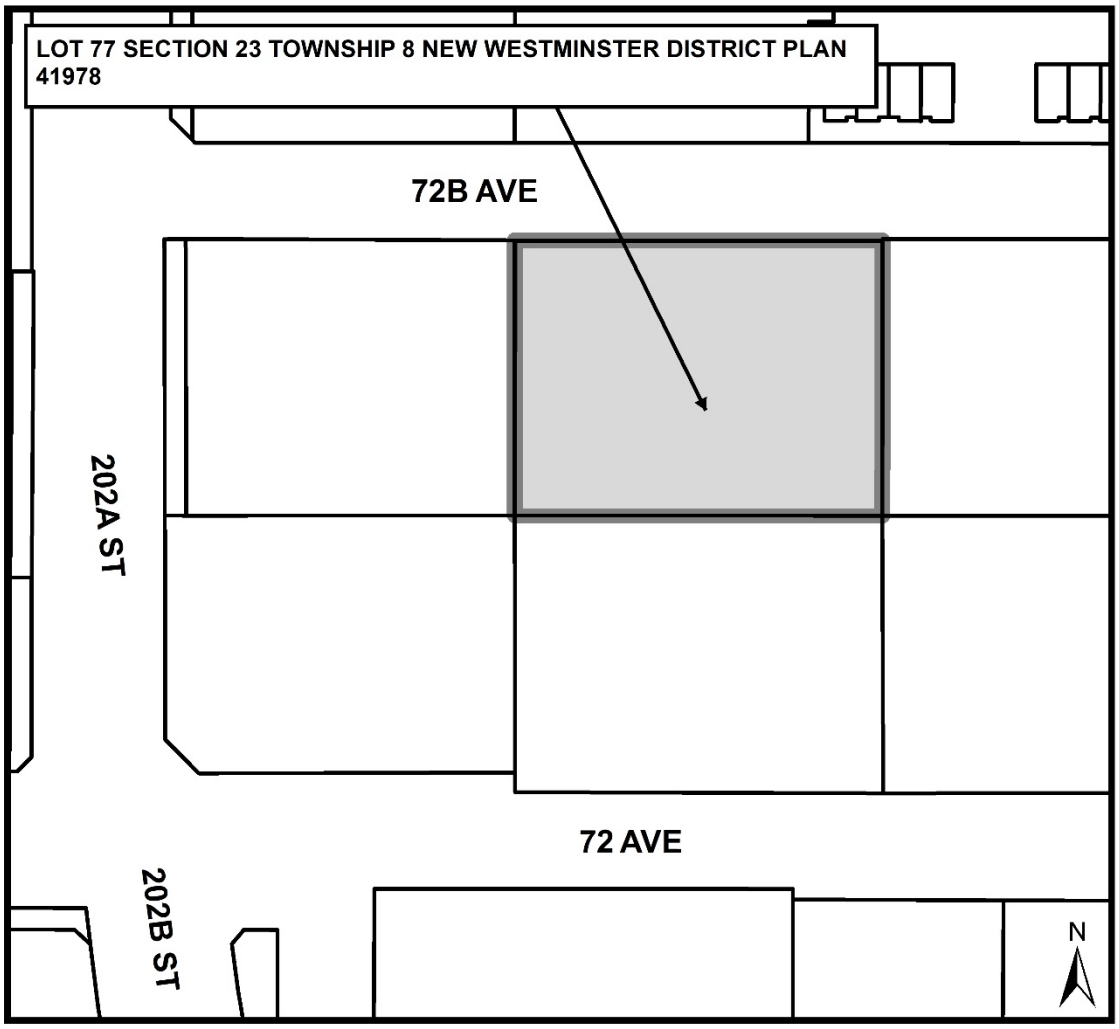
   Lot 77 Section 23 Township 8 New Westminster District Plan 41978

   as shown delineated on Schedule “A” attached to and forming part of this Bylaw to Comprehensive Development Zone CD-132

READ A FIRST TIME the	day of	, 2021
READ A SECOND TIME the	day of	, 2021
NOTICE WAS ADVERTISED the	day of	, 2021
READ A THIRD TIME the	day of	, 2021
ADOPTED the	day of	, 2021

_____ Mayor _____ Township Clerk

SCHEDULE 'A'
BYLAW NO. 5688



Township of Langley

Est. 1873

REPORT TO MAYOR AND COUNCIL

PRESENTED:	APRIL 12, 2021 - REGULAR MEETING	**REPORT:**	21-32
FROM:	FINANCE DIVISION	**FILE:**	1970-09
SUBJECT:	2021 LOCAL AREA SERVICE TAX BYLAW		

RECOMMENDATION:

That Council give first, second, third reading, and final adoption to "Local Area Service Fort Langley Underground Conversion of Existing Overhead Wiring Tax Bylaw 2021 No. 5699".

EXECUTIVE SUMMARY:

Fort Langley Underground Conversion of Existing Overhead Wiring

In 2012, a petition for Local Area Service (LAS) works was initiated by an owner and was successful for construction of the conversion from overhead wiring to underground wiring with portions of Glover Road to Mavis Avenue.

Pursuant to the Local Area Service Bylaw (Glover Road and Mavis Avenue Underground Conversion of Existing Overhead Wiring) Construction Bylaw 2012 No. 4959 was undertaken and completed in 2020.

Bylaw 2012 No. 4959 provides that the portion of works to be specifically charged against the parcels benefitting from the work and shall be calculated at a fixed rate per taxable meter.

Local Area Service Fort Langley Underground Conversion of Existing Overhead Wiring Tax Bylaw 2021 No. 5699 will collect $3,149,914.17 from the 77 properties over the next 20 years to cover the cost of the local area service works.

PURPOSE:

The purpose of this report is to bring forward Local Area Service Fort Langley Underground Conversion of Existing Overhead Wiring Tax Bylaw 2021 No. 5699" for the first three readings and final adoption.

Respectfully submitted,

KIM KENWARD
MUNICIPAL COLLECTOR
for
FINANCE DIVISION

This report has been prepared in consultation with the following listed departments.

CONCURRENCES	
Division / Department	**Name**
Finance Division	S. Ruff

ATTACHMENT A – Local Area Service (Glover Road and Mavis Avenue underground conversion of existing overhead wiring) Construction Bylaw 2012 No. 4959

THE CORPORATION OF THE TOWNSHIP OF LANGLEY

LOCAL AREA SERVICE (GLOVER ROAD AND MAVIS AVENUE UNDERGROUND CONVERSION OF EXISTING OVERHEAD WIRING)

CONSTRUCTION BYLAW 2012 NO. 4959

EXPLANATORY MEMO

Bylaw No. 4959 acts to authorize the underground conversion of existing overhead wiring by Local Area Service on Glover Road, 96 Avenue to the Fraser River, and on Mavis Avenue, from Queen Street to West of Glover Road.

THE CORPORATION OF THE TOWNSHIP OF LANGLEY

LOCAL AREA SERVICE (GLOVER ROAD AND MAVIS AVENUE UNDERGROUND CONVERSION OF EXISTING OVERHEAD WIRING)

CONSTRUCTION BYLAW 2012 NO. 4959

WHEREAS it is deemed desirable to undertake the conversion of overhead wiring to underground within portions of Glover Road and Mavis Avenue as a local area service pursuant to Sections 210, 211 & 212 of the "Community Charter";

AND WHEREAS the Clerk of The Corporation of the Township of Langley has determined the sufficiency of the petition under Section 212 of the "Community Charter";

AND WHEREAS the total estimated cost of the Overhead Wiring Conversion works to be undertaken is $3,000,000.00;

NOW THEREFORE, the Municipal Council of The Corporation of the Township of Langley, in Open Meeting Assembled, ENACTS AS FOLLOWS:

1. This bylaw may be cited as "Local Area Service (Glover Road and Mavis Avenue Underground Conversion of Existing Overhead Wiring) Construction Bylaw 2012 No. 4959."

2. The Council of The Corporation of the Township of Langley is hereby authorized and empowered to undertake and carry out or cause to be carried out as a local area service the conversion of overhead wiring to underground in portions of Glover Road and Mavis Avenue (the "Works"), as described in the report by an engineer which is attached and marked as Schedule "A" hereto; and to do all things necessary in connection therewith and without limiting the generality of the foregoing to acquire all such real property, easements, rights-of-way, licenses and rights of authorities as may be requisite or desirable for or in connection with the construction of the Works.

3. The General Manager of Engineering is hereby directed to prepare the necessary plans and specifications for the Works and to construct the Works.

4. The construction of the Works is to be carried out under the direction of the General Manager of Engineering for The Corporation of the Township of Langley; and the Mayor and Clerk are hereby authorized to execute a contract or contracts as necessary for the construction of the Works.

5. The actual cost of the Works undertaken as a local area service shall be borne entirely (100%) by the owners of parcels benefiting from or abutting the Works, after the work is complete, by way of frontage tax and will be paid in full within 20 years.

6. If the Township obtains non-refundable capital grants for the Works, pursuant to this bylaw from other Governments, the property owners' portion of the actual cost will be reduced by an amount of the said grants.

7. Authority is hereby given to appropriate from time to time from the Local Improvement Fund established pursuant to the "Local Improvement Fund Establishment By-law, 1966" No. 1185, the funds necessary to construct the Works up to a maximum of $3,750,000.00 (estimated price of $3,000,000.00 including 15% Contingency).

8. The funds appropriated from the Local Improvement Fund shall be repaid together with interest at 3.90% per annum over 20 years by paying to the fund moneys received from the owners pursuant to the parcel tax for the Works.

READ A FIRST TIME the	15	day of	October	, 2012.
READ A SECOND TIME the	15	day of	October	, 2012.
READ A THIRD TIME the	15	day of	October	, 2012.
RECONSIDERED AND ADOPTED the	22	day of	October	, 2012.

Mayor

Deputy Township Clerk

THE CORPORATION OF THE TOWNSHIP OF LANGLEY

LOCAL AREA SERVICE FORT LANGLEY
UNDERGROUND CONVERSION OF EXISTING
OVERHEAD WIRING TAX BYLAW 2021 NO. 5699

EXPLANATORY NOTE

Bylaw 2021 No. 5699 provides for the imposition of local area service tax for those properties on Glover Road and Mavis Avenue affected by the Fort Langley underground conversion of existing overhead wiring. The local area service project for the underground conversion was undertaken and completed pursuant to "Local Area Service (Glover Road and Mavis Avenue Underground Conversion of Existing Overhead Wiring) Construction Bylaw 2021 No. 4959.

THE CORPORATION OF THE TOWNSHIP OF LANGLEY

LOCAL AREA SERVICE FORT LANGLEY
UNDERGROUND CONVERSION OF EXISTING
OVERHEAD WIRING TAX BYLAW 2021 NO. 5699

The Municipal Council of the Corporation of the Township of Langley, in Open Meeting Assembled, ENACTS AS FOLLOWS:

1. This Bylaw may be cited for all purposes as "Local Area Service Fort Langley Underground Conversion of Existing Overhead Wiring Tax Bylaw 2021 No. 5699".

2. In this Bylaw the definitions, equations and intent are the same as those set out in Local Area Service policy No. 05-740 as approved by Township Council initially on September 21, 1998 and subsequently amended.

3. A local area service tax is hereby imposed and shall be levied for each of the years 2021 through to and including 2040 (twenty years) upon the parcel of land as listed and described in Schedule "A", attached hereto and forming a part of the Bylaw.

4. The local area service tax levied under this Bylaw on this parcel of land is the product of the taxable frontage and annual rate.

5. a) The annual rate in any year unless commuted is $198.45.

   b) The total actual frontage for 2021 under this bylaw is 2782.875 meters.

   c) The total taxable frontage for 2021 under this bylaw is 1121.669 meters.

   d) Commutation of the local area service tax shall be permitted after confirmation and authentication of the local area service tax by the parcel tax review panel.

READ A FIRST TIME the	day of	, 2021
READ A SECOND TIME the	day of	, 2021
READ A THIRD TIME the	day of	, 2021
ADOPTED the	day of	, 2021

_____ Mayor _____ Township Clerk

Mar 15, 2021 Township of Langley Page: 1

Calculation of Local Improvement Costs

Bylaw Number: 4959
Series: UG12-01
Title: LAS UNDERGRND - FORT LANGLEY

Status: ACTIVE

Estimated Cost:	3,000,000.00	Project Requested:	Jul 18, 2012
Administration Fee:	0.00 %	Project Completed:	
Total Estimated Cost:	3,000,000.00	Court of Revision:	
		Commuting Date:	Apr 30, 2021
Actual Cost:	3,149,914.17	Interest Start Date:	Apr 30, 2021
Owner's Share:	100.00 %	Date of First Payment:	Jul 2, 2021
Loan Amount:	3,149,914.17	Unit of Measurement:	land & improvements metres
		Minimum Taxable:	15.24000000
Term (in Years):	20	Maximum Taxable:	106.68000000
Annual Interest Rate:	3.900 %		
		Total Actual:	2,782.87500000
Commuted to Date:	0.00	Total Taxable:	1,121.66890000
		Cost Per Taxable Unit:	2,808.24

Roll Number	Component	Actual Units	Taxable Units	Original Commute Amt	2021 Levy
0537611119	UNDERGROUND (FRONT	34.13600000	33.04487000	92,797.86	6,557.71
0538111112		37.24300000	34.94310000	98,128.52	6,934.41
0539511116		10.05800000	15.24000000	42,797.58	3,024.36
0539611115		10.05800000	15.24000000	42,797.58	3,024.36
0540411115		20.11700000	20.11695000	56,493.16	3,992.18
0540711112		20.11700000	20.11695000	56,493.16	3,992.18
0540811013		36.91000000	1.75761000	4,935.85	348.80
0540811022		36.91000000	1.75761000	4,935.85	348.80
0540811031		36.91000000	1.75761000	4,935.85	348.80
0540811040		36.91000000	1.75761000	4,935.85	348.80
0540811059		36.91000000	1.75761000	4,935.85	348.80
0540811068		36.91000000	1.75761000	4,935.85	348.80
0540811077		36.91000000	1.75761000	4,935.85	348.80
0540811086		36.91000000	1.75761000	4,935.85	348.80
0540811095		36.91000000	1.75761000	4,935.85	348.80
0540812003		36.91000000	1.75761000	4,935.85	348.80
0540812012		36.91000000	1.75761000	4,935.85	348.80

Calculation of Local Improvement Costs

Roll Number	Component	Actual Units	Taxable Units	Original Commute Amt	2021 Levy
0540812021	UNDERGROUND (FRONT	36.91000000	1.75761000	4,935.85	348.80
0540812030		36.91000000	1.75761000	4,935.85	348.80
0540812049		36.91000000	1.75761000	4,935.85	348.80
0540812058		36.91000000	1.75761000	4,935.85	348.80
0540812067		36.91000000	1.75761000	4,935.85	348.80
0540812076		36.91000000	1.75761000	4,935.85	348.80
0540812085		36.91000000	1.75761000	4,935.85	348.80
0540812094		36.91000000	1.75761000	4,935.85	348.80
0540813002		36.91000000	1.75761000	4,935.85	348.80
0540813011		36.91000000	1.75761000	4,935.85	348.80
0549111011		11.39700000	36.31565000	101,982.96	7,206.79
0551011116		37.18600000	31.76020000	89,190.22	6,302.77
0571511119		64.00800000	57.60720000	161,774.71	11,432.07
0572811114		10.05800000	15.24000000	42,797.58	3,024.36
0572911006		20.11700000	19.14158000	53,754.10	3,798.62
0574811110		25.78600000	24.65216000	69,229.16	4,892.19
0574911119		20.11700000	20.62290000	57,914.06	4,092.59
0575011115		20.11700000	20.62290000	57,914.06	4,092.59
0576011113		21.48800000	20.52921000	57,650.99	4,074.00
0577812005		40.23400000	35.23488000	98,948.01	6,992.32
0578911012		57.74500000	17.31900000	48,635.84	3,436.93
0578911021		57.74500000	17.31900000	48,635.84	3,436.93
0578911030		57.74500000	17.31900000	48,635.84	3,436.93
0757715092		18.30000000	3.16421000	8,885.81	627.93
0757716000		18.30000000	3.16421000	8,885.81	627.93
0757716019		18.30000000	3.16421000	8,885.81	627.93
0757716028		18.30000000	3.16421000	8,885.81	627.93

Calculation of Local Improvement Costs

Roll Number	Component	Actual Units	Taxable Units	Original Commute Amt	2021 Levy
0757716037	UNDERGROUND (FRONT	18.30000000	3.16421000	8,885.81	627.93
0757716046		18.30000000	3.16421000	8,885.81	627.93
0758130024		20.11700000	19.81215000	55,637.31	3,931.70
0759418089		57.66900000	52.80863000	148,299.18	10,479.80
0759517043		37.06700000	2.42264000	6,803.35	480.77
0759517052		37.06700000	2.42264000	6,803.35	480.77
0759517061		37.06700000	2.42264000	6,803.35	480.77
0759517070		37.06700000	2.42264000	6,803.35	480.77
0759517089		37.06700000	2.42264000	6,803.35	480.77
0759517098		37.06700000	2.42264000	6,803.35	480.77
0759518006		37.06700000	2.42264000	6,803.35	480.77
0759518015		37.06700000	2.42264000	6,803.35	480.77
0759518024		37.06700000	2.42264000	6,803.35	480.77
0759518033		37.06700000	2.42264000	6,803.35	480.77
0759518042		37.06700000	2.42264000	6,803.35	480.77
0759518051		37.06700000	2.42264000	6,803.35	480.77
0759518060		37.06700000	2.42264000	6,803.35	480.77
0759518079		37.06700000	2.42264000	6,803.35	480.77
0759518088		20.11700000	19.81215000	55,637.31	3,931.70
0760028016		213.03600000	181.96600000	511,004.01	36,110.92
0766235030		37.22300000	35.80610000	100,552.02	7,105.67
0766824055		37.22100000	55.72247000	156,481.97	11,058.05
0766920076		60.37400000	56.36665000	158,291.03	11,185.89
0767131042		37.09200000	4.53717000	12,741.52	900.40
0767131051		37.09200000	4.53717000	12,741.52	900.40
0767131060		37.09200000	4.53717000	12,741.52	900.40
0767131079		37.09200000	4.53717000	12,741.52	900.40

Calculation of Local Improvement Costs

Roll Number	Component	Actual Units	Taxable Units	Original Commute Amt	2021 Levy
0767131088	UNDERGROUND (FRONT	37.09200000	4.53717000	12,741.52	900.40
0767131097		37.09200000	4.53717000	12,741.52	900.40
0767132005		37.09200000	4.53717000	12,741.52	900.40
0768617089		37.71400000	34.70308000	97,454.51	6,886.78
0768618006		20.26900000	30.48000000	85,595.17	6,048.72
0769919073		40.17100000	40.23390000	112,986.46	7,984.37
TOTALS				3,149,915.45	222,593.85
REPORT TOTALS				3,149,915.45	222,593.85

THE CORPORATION OF THE TOWNSHIP OF LANGLEY

FIRE PREVENTION BYLAW 2021 NO. 5690

EXPLANATORY NOTE

Bylaw 2021 No. 5690 repeals and replaces Fire Prevention Bylaw 2013 No. 4956. The primary focus is to regulate fire prevention and suppression, specifically dealing with fire risk, alarms, hazardous activities, fire emergency planning, signage, egress, flammable and combustible liquids, fire hydrants and connections, open air burning, fees, costs and enforcement.

All references to fees and charges pertaining to fire prevention are located in the Township of Langley Fees and Charges Bylaw 2007 No. 4616, as amended.

This Bylaw is enforceable by the bylaw offence notices pursuant to the Township of Langley Bylaw Notice Enforcement Bylaw 2008 No. 4703, as amended.

THE CORPORATION OF THE TOWNSHIP OF LANGLEY

FIRE PREVENTION BYLAW 2021 NO. 5690

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

PART I INTRODUCTION

1.00.00 Title

1.01.00 This Bylaw may be cited for all purposes as the *Fire Prevention Bylaw 2021 No. 5690.*

1.02.00 Interpretation

1.02.01 Except as otherwise defined herein, words and phrases in this Bylaw are to be construed in accordance with their meanings under the *B.C. Building Code*, the *B.C. Fire Code*, the *Fire Services Act* or *Fire Safety Act,* and the *Community Charter,* as the context and circumstances may require. A reference to an Act refers to a statute of British Columbia unless otherwise indicated, and a reference to any statute, regulation, code, bylaw or other enactment refers to that enactment as it may be amended or replaced from time to time.

1.02.02 In this Bylaw:

"**apparatus**" means any vehicle provided with machinery, equipment or materials for Fire Protection, and any vehicle used to transport personnel or supplies;

"**assistance response**" means any one or combination of the following:

(a) first response to medical emergencies by the use of an automatic external defibrillator, cardiopulmonary resuscitation, spinal management and other first responder assistance;

(b) first response to accidents, whether natural or man-made disasters, escapes of rescue poisonous or noxious materials or other hazardous material incidents, or other circumstances that have caused or may cause harm to persons or property;

(c) rescue operations.

"**building**" means any structure used or intended for supporting or sheltering any use or occupancy;

"**burning permit**" means a permit issued by the Fire Chief under this Bylaw substantially in the form of Schedule 9 (*Outdoor Burning Permit*); Schedule 10 (*Land Clearing Burning Permit)*; or Schedule 11 (*Special Burning Permit*);

"**combustible liquid"** means any liquid having a flash point at or above 37.8 degrees Celsius and below 93.3 degrees Celsius;

"**consumer fireworks**" means manufactured goods intended to be used for pyrotechnic effect that are classified by the *Explosive Regulations*, 2013, SOR 2013 under the *Explosives Act,* as consumer fireworks (Type F.1) for recreation such as showers, fountains, golden rain, lawn lights, pinwheels, volcanoes and sparklers, but does not include firecrackers;

"**display fireworks**" means manufactured goods intended to be used for pyrotechnic effect that are classified by the *Explosive Regulations*, 2013, SOR 2013 under the *Explosives Act,* as display fireworks (Type F.2) for recreation such as rockets, serpents, shells, bombshells, tourbillions, maroons, large wheels, waterfalls, fountains and illumination, but does not include firecrackers;

"**dwelling unit**" means a suite operated as a housekeeping unit, used or intended to be used as a domicile by one or more persons and usually containing cooking, eating, living, sleeping and sanitary facilities;

"**emergency access route**" means a private drive, roadway, driveway, lane or portion of a yard which has been provided for access by the Fire Department in accordance with the BC Building Code and applicable sections of the T*ownship of Langley Subdivision and Development Control Bylaw, 1994 No. 3335,* as amended or replaced from time to time;

"***Explosives Act***" means the *Explosives Act* (Canada) R.S.C. 1985, c. E-17;

"**false alarm**" means the activation of an alarm system that results in a response from the Fire Department where a situation requiring such a response does not exist and includes a situation where:

(a) the alarm system has malfunctioned,

(b) the alarm system has been activated in error,

(c) the alarm system has been activated during testing,

(d) there is no evidence of fire,

(e) the cause of the alarm cannot be determined;

"***Fees and Charges Bylaw***" means the *Township of Langley Fees and Charges Bylaw 2007 No. 4616;*

"**fire alarm system**" means all equipment forming part of or used in connection with a fire detection system, including without limitation batteries, alarms, gongs, horns, buzzers, switches, wiring, relay apparatus, sensors, or other accessories;

"**Fire Chief**" means the person appointed by Council to be in charge of the Protective Services Division and firefighting personnel of the Township, and includes a Deputy Fire Chief, Assistant Fire Chief and any other person authorized thereby to act on behalf of the Fire Chief;
"**Fire Code**" means the BC Fire Code established by a minister for the Province of British Columbia by adopting the *National Fire Code of Canada*;

"**Fire Department**" means that section of the Protective Services Division of the Township that is responsible for prevention, suppression, control and extinguishment of fires as well as other responsibilities set out in this Bylaw as well as in the Township's *Fire Department Establishment Bylaw, 1990, No. 2615,* and other related regulations and legislation relating to rescue operations and public safety;

"**Fire Inspector**" means a Member or other individual designated to conduct fire safety inspections for the Township;

"**Fire Investigator**" means a Member or other individual designated to conduct investigations for the Township into the cause, origin and circumstances of a fire that destroyed or damaged property or resulted in injury or death;

"**Fire Protection**" includes fire prevention, firefighting or suppression, pre-fire planning, fire safety inspections, fire investigations, staff development and training, and advising on fire safety matters, as provided through the Fire Department;

"***Fire Services Act***" means the *Fire Services Act*, R.S.B.C. 1996 c. 144, as amended or superseded from time to time, and any regulations made under it;

"**Fire Watch**" means a competent adult person appointed to watch for fires within a certain premises, who is familiar with the conditions of the premises, any fire safety features and any fire safety plans for that premises and who can, in patrolling the premises, ensure that any requirements of the Fire Chief are met;

"**firecrackers**" means small display fireworks with entwined fuses used solely as noisemakers, and not for pyrotechnic effect, including, without limitation, bottle rockets and screechers;

"**fireworks**" means consumer fireworks, display fireworks and firecrackers;

"**flammable liquid**" means any liquid having a flash point below 37.8 degrees Celsius and having a vapour pressure not exceeding 275.8 kPa (absolute) at 37.8 degrees Celsius;

"**Fuel Dispensing/Tank Permit**" means a permit issued by the Township for the operation of a fuel dispensing station and/or for installation of any storage tank, pump or measuring device used or intended to be used for the purposes of dispensing flammable liquids or combustible liquids, substantially in the form of Schedule 7;

"**incident**" means an event or situation to which the Fire Department has responded;

"**Member**" means an Officer or other individual who is an employee or paid-call firefighter with the Fire Department;

"**Mutual Aid**" means the provision of emergency services to the Province of British Columbia, to another local government, or to a person outside the Township, pursuant to an agreement;

"**National Fire Code**" means the *National Fire Code of Canada* published by the National Research Council, and all regulations made under it;

"**NFPA 10**" means the National Fire Protection Association standards for portable fire extinguishers;

"**occupant"** includes the owner or agent of the owner, lessee, tenant, user, licensee and any other person who has a right of access to, possession and control of a property to which this Bylaw applies;

"**Officer**", for the purposes of this Bylaw, means the Fire Chief, Deputy Fire Chief, Assistant Fire Chief, District Fire Chief, a Captain and any Member designated by the Fire Chief to act in the capacity as an officer, but nothing in this Bylaw makes such persons officers for the purpose of section 146 of the *Community Charter*;

"**Officer in Charge**" means the senior ranking Member of the Fire Department who is present at an incident or a Member appointed as such by the Fire Chief;

"**order**" means an oral or written authoritative direction of instruction made by the Officer in Charge;

"**owner**" means a person who has ownership or control of real or personal property, and includes without limitation:

(a) the registered owner of an estate in fee simple;

(b) the tenant for life under a registered life estate;

(c) the registered holder of the last registered agreement for sale; and

(d) in relation to common property and common facilities in a strata plan, the strata corporation;

"**premises**" or "**property**" includes the whole or any part of a lot of real property and any buildings or structures thereon;

"**Public Services**" means public information, education and prevention programs, as they relate to fire safety, public safety, and emergency preparedness for the Township;

"**smoke alarm**" means a combined smoke detector and audible alarm device designed to sound an alarm within the room or suite in which it is located upon the detection of smoke within that room or suite;

"**sprinkler system**" means an integrated automatic system of sprinklers arranged to discharge water over a designated area and includes:
(a) the applicable water supply facility such as a connection to the Township's waterworks system, water tank or fire pump and reservoir; and
(b) all equipment forming part of or used in connection with such sprinkler system, including, without limitation, all heads, valves, piping, switches, sensors, relay apparatus and other accessories;

"**Township**" means the Township of Langley, a municipality incorporated under the *Local Government Act*;

"**ULC**" means Underwriters Laboratories of Canada, an independent product safety testing, certification and inspection organization accredited by the Standards Council of Canada; and

"**vehicle**" includes all types of motor vehicles, farm tractors, and mobile machinery, or any other self-propelled machinery.

1.02.03 In the event of inconsistency between a provision of this Bylaw and that of an applicable enactment of the Provincial or Federal government, the more restrictive provision shall apply.

1.02.04 In this Bylaw, words in the singular include the plural and words in the plural include the singular. Gender specific terms include any gender and include corporations.

1.02.05 If any section, subsection, paragraph, clause or wording of this Bylaw is held invalid by a court of competent jurisdiction, the invalid portion shall be severed and the remainder of the Bylaw shall continue in force and affect as if adopted without the severed portion.

PART II SERVICE AND REGULATIONS

2.01.00 Adoption of the Fire Code

2.01.01 The Fire Code forms part of this Bylaw and applies within the Township.

2.02.00 Establishment

2.02.01 The Fire Department is established and continued within the Township.

2.03.00 Jurisdiction

2.03.01 This Bylaw applies to all property, premises, lands, buildings and other structures and conditions within the Township, and for greater certainty, applies to both existing buildings and buildings under construction.

2.03.02 The geographical limits of the jurisdiction of the Fire Department shall be the area within the boundaries of the Township, and no apparatus of the Fire Department will be used beyond those boundaries except where the Township has

(a) entered into a Mutual Aid agreement for that purpose;

(b) obtained the consent of the affected local government; or

(c) agreed to provide assistance in a provincial local emergency within British Columbia or Canada.

2.04.00 Fire Department Services

2.04.01 The Fire Department may provide:

(a) Fire Protection services;

(b) Assistance Response;

(c) Public Services;

(d) Mutual Aid; and

(e) a program for emergency preparedness.

Limits to Service

2.04.02 Nothing in this Bylaw shall be construed to mean that the Fire Department, the Fire Chief, or an Officer or Member has a duty to perform any of the functions or tasks set out in this Bylaw.

2.04.03 Services provided by the Fire Department are subject to the availability of apparatus and Members who have completed appropriate levels of training. This Bylaw, the Fire Code, and agreements for assistance response or Mutual Aid do not amount to a warranty with respect to the quantity, quality or level of such services or as to the certainty of timely response to incidents. The Fire Department is not required to provide a service if the Fire Chief considers that the service cannot be delivered safely.

2.05.00 Fire Chief

2.05.01 All references in this Bylaw to the Fire Chief include a reference to any person duly authorized by the Fire Chief to exercise any of the Fire Chief's powers or to carry out any of the Fire Chief's duties under this Bylaw including, without limitation, any Officer in Charge acting thereby during the absence of the Fire Chief.

2.06.00 Fire Chief Powers

2.06.01 The Fire Chief, or a Member authorized by the Fire Chief, may exercise one or more of the following powers:

(a) make and enforce rules for the proper and efficient administration and operation of the Fire Department, and change, replace or withdraw such rules as the Fire Chief deems advisable;

(b) enter on property and inspect premises for conditions that may cause a fire, increase the danger of a fire or increase the danger to persons or property from a fire;

(c) take measures to prevent and suppress fires, including the demolition of buildings and other structures to prevent the spreading of fire;

(d) provide for assistance response;

(e) request any person at or near an incident to render assistance to mitigate the incident;

(f) inquire into, investigate and record the causes of fires within or affecting the Township;

(g) collect and disseminate information in regard to fires in the Township;

(h) research best practices in methods of fire prevention;

(i) advise and make recommendations to Council and other officers and employees of the Township, and to the public, in relation to

i. the provision of adequate water supply and pressure;
ii. the installation and maintenance of Fire Protection equipment;
iii. the enforcement of measures for the prevention and suppression of fire; and
iv. the protection of life and property, life safety and rescue equipment, and fire prevention generally;

(j) establish a regular system of inspection of hotels and public buildings in the Township to determine if the owners of such buildings are in compliance with this Bylaw and other applicable enactments, which may include a compliance monitoring system under Provincial legislation;

(k) issue permits and deliver notices under this Bylaw;

(l) obtain a warrant as may be necessary to enter onto or into premises for a purpose under this Bylaw or other applicable enactment;

(m) require an owner or other occupant of a premises to undertake any actions for the purpose of removing or reducing any thing or condition the Fire Chief considers to be a fire hazard or increases the danger of fire; and

(n) take measures to enforce this Bylaw, including without limitation to issue any order the Fire Chief deems advisable to ensure compliance with this Bylaw, the Fire Code, or other applicable enactment relevant to fire safety.

Tactical Evacuation

2.06.02 If an emergency arising from a fire hazard or risk of explosion causes the Fire Chief or a Member authorized by the Fire Chief to apprehend an imminent and serious threat to life or property, the Fire Chief or authorized Member may immediately take steps he or she thinks advisable to remove the hazard or risk, including, without limitation, to evacuate a premises or geographic area, and may call on police and other fire prevention authorities to provide assistance.

Preventative Evacuation

2.06.03 If the Fire Chief or a Member authorized by the Fire Chief believes that conditions exist in or near a hotel or public building that, in the event of a fire, would endanger life or property, the Fire Chief or authorized Member may immediately take the action he or she believes advisable to remedy the conditions to eliminate the danger, and without limiting the foregoing, may evacuate and close the hotel or public building, and may call on police and other fire prevention authorities to provide assistance.

Agreements

2.06.04 The Fire Chief may enter an agreement on behalf of the Township:

(a) with the Emergency and Health Services Commission in regard to first response to medical emergencies; and

(b) with another local government or to a person outside the Township in regard to providing Mutual Aid.

2.07.00 Officer in Charge

2.07.01 An Officer in Charge at an incident may:

(a) establish limited entry areas in the vicinity of an incident;

(b) order the removal of any vehicle, material, chemical or other matter or thing that the Officer in Charge considers likely to worsen an incident or impede the mitigation of an incident;

(c) direct, or cause to be directed, vehicular or pedestrian traffic as necessary for the control of the incident; and

(d) cause the demolition of any building or part of a building that the Officer in Charge considers necessary to prevent the spread of fire or to prevent damage to property or injury to persons or loss of life.

2.08.00 Right to Enter

2.08.01 The Fire Chief or other Officer in Charge at an incident may enter, pass through or over property, and may cause any apparatus to be brought onto any property, as the Fire Chief or Officer in Charge deems necessary in relation to the incident.

2.09.00 Prevention, Control and Rescue

2.09.01 Members of the Fire Department may, in accordance with standards established by the fire commissioner, rules of the Fire Department and direction by the Fire Chief, take all necessary measures for the prevention, suppression, control and extinguishment of fires, for mitigating the effects of incidents, and for the protection of life, property and the environment, including, without limitation, rescue operations and the administration of first aid.

2.10.00 Cooperation with Fire Department

2.10.01 A person must not obstruct, impede or hinder an Officer, Member or other person under the direction of the Officer in Charge while attending at an incident, and, without limitation, must not deny access to premises from which a fire alarm was received; where an incident is reported; where the Member believes an incident has occurred or is imminent; or that is the subject of a fire investigation.

2.10.02 A person at or near a fire, emergency or other incident must comply with the orders and directions of the Officer in Charge, and must provide information and assistance as requested by the Officer in Charge.

2.10.03 The occupant of a premises that is the subject of a fire inspection or a fire investigation must provide the Fire Chief or Member conducting the inspection or investigation with complete and accurate information and records relating to the premises and the purposes of the inspection or investigation.

2.10.04 A person must not withhold, misrepresent or falsify any information requested by an Officer or Member in relation to an incident, a fire inspection or a fire investigation.

2.11.00 General Prohibitions

2.11.01 A person must not:

(a) enter an area established as limited by an Officer in Charge at an incident without first obtaining the express permission of the Officer in Charge;

(b) wear or display any Fire Department clothing, badge, cap, button, insignia or other paraphernalia, or falsely represent to be a Member;

(c) stand, walk on or drive over a charged Fire Department hose, or be within 10 metres of a charged hose line, without first obtaining the express permission of the Officer in Charge;

(d) make or light any fire in any street, lane, road allowance, sidewalk, boulevard or other portion of a highway, or in any park, square or other public place within the Township, except as expressly authorized by the Fire Chief;

(e) discard, throw down or drop any lighted match, cigar, cigarette or other burning substance into combustible material or in close proximity thereto;

(f) ride on any fire truck or other Fire Department vehicle or apparatus at any time except as expressly authorized by the Fire Chief; or

(g) remove, alter or deface any notice posted by the Fire Chief, an Officer or other Member pursuant to this Bylaw.

2.12.00 Orders Restricting Burning

2.12.01 If the Fire Chief is of the opinion that weather or drought conditions exist that present a risk to the safety of life or property by exposure to fire, and deems it expedient to take

steps to reduce the risk, the Fire Chief may, by written order, restrict or prohibit within the Township or any part of the Township:

(a) burning in the open air of any kind;

(b) burning outdoors for cooking or heating using devices other than propane or electric barbecues or similar cooking or heating devices; and

(c) lighting and smoking cigarettes, pipes, cigars or other smoking materials in or near woodland areas, parks or public places,

and the order may include conditions and impose requirements as to times, locations, purposes, materials, fuel, equipment, supervision, monitoring, size and other criteria that the Fire Chief considers relevant and appropriate in the circumstances.

2.13.00 Orders Restricting Entry

2.13.01 If the Fire Chief determines that the safety of life or property or both in any area within the Township is endangered through a fire hazard condition or the spread of a fire burning in any area, the Fire Chief may, by written order, declare that area or any portion thereof as closed, and restrict or prohibit entry by persons into that area.

2.14.00 Notice and Effective Period

2.14.01 An order made under section 2.12 or 2.13 comes into effect:

(a) when the order is delivered to the corporate officer of the Township, and is posted on the notice board or website of the Township; or

(b) when the order is posted in or near entrances to parks, trails, woodland areas, or other public places,

whichever time is earlier, and remains in effect until the Fire Chief notifies the corporate officer that the conditions on which the order is based are no longer present or sufficiently hazardous to warrant the restrictions or prohibitions.

2.14.02 On receiving an order by the Fire Chief, the corporate officer may arrange for providing additional notice and related information to the public using any means of communication the corporate officer considers appropriate in the circumstances.

2.15.00 Duty to Comply

2.15.01 Every person must observe the restrictions, prohibitions, conditions and requirements established by an order under section 2.12 or 2.13.

2.16.00 Inspection of Premises

2.16.01 A person must not obstruct or interfere with any Officer or other Member designated by the Fire Chief while they are carrying out any inspection or investigation pursuant to this Bylaw, the Fire Code, the *BC Building Code* or the *Fire Services Act*.

2.16.02 Every occupant of a property must provide all information and render any assistance requested by an Officer or Member in connection with an inspection or investigation of

the property pursuant to this Bylaw, the Fire Code, the *BC Building Code* or the *Fire Services Act.*

2.16.03 If a Member designated as a Fire Inspector:

(a) has received a request from the occupant of a premises;

(b) has received a complaint about a premises relating to fire safety or hazard conditions;

(c) is required to inspect, pursuant to a program of inspection or monitoring of hotels and public buildings; or

(d) otherwise considers a fire safety inspection is advisable,

then the Member may, at any reasonable time, enter the premises for either or both of the following purposes:

(e) to inspect for conditions that may cause a fire, increase the danger of a fire or increase the danger to persons or property from a fire;

(f) to determine whether the requirements of the Fire Code and applicable enactments are being met.

If the premises to be inspected is occupied as a private dwelling and consent to entry by the occupant is refused, the Member may seek and execute a warrant to enter for the inspection.

2.16.04 An occupant who has been delivered a notice of a fire safety inspection must attend to provide access to the subject premises by a fire inspector at the date and time specified in the notice, or, if the occupant cannot attend at that time and promptly informs the fire inspector, at another date and time agreed to by the fire inspector.

2.16.05 The occupant of a premises that is subject to a fire safety inspection must pay the applicable fee set out in the *Fees and Charges Bylaw* for that inspection.

2.16.06 If the occupant of a premises to be inspected does not attend at the time and date set out in the notice or as otherwise arranged, the occupant must pay a fee for that inspection attempt, and a re-inspection fee for each additional attempt to inspect, in the amounts established in the *Fees and Charges Bylaw*.

2.17.00 Remedial Orders

2.17.01 If a Member designated as a Fire Inspector observes any contravention of the Fire Code while conducting a fire safety inspection, the Member may issue an order to the occupant of the premises requiring the contravention to be corrected or remedied within a specified time period, and may advise of a return date for re-inspection to determine whether the correction or remedy has been completed in compliance with this Bylaw or other enactment.

2.17.02 An occupant to whom an order under subsection 2.17.01 has been delivered must, at his or her own expense, comply with the order within the time specified.

2.17.03 If a contravention has not been corrected or remedied pursuant to an order under subsection 2.17.01, within the time specified:

(a) the occupant must pay the Township a fee for re-inspection, and for each and every re-inspection that the Member deems necessary, in the amounts established in the *Fees and Charges Bylaw;* and

(b) the Fire Chief may arrange for the requirement to be fulfilled at the expense of the owner, and any cost incurred by the Township in so doing, along with inspection and re-inspection fees, if not paid in full by December 31st, may be collected in the same manner as for property taxes in arrear.

2.18.00 Fire Investigations

2.18.01 The occupant of a premises must immediately report a fire that has occurred at the premises to the Fire Chief or to a police officer in the Township.

2.18.02 A Member designated as a Fire Investigator may at any time enter the land or premises on which a fire has occurred or has been reported, to determine whether a fire has occurred that destroyed or damaged property or resulted in injury or death, and where so determined, to conduct an investigation into the cause, origin and circumstances of the fire and prepare a report to be submitted to the fire commissioner.

2.18.03 The Occupant of a premises that is the subject of a fire investigation must allow a Fire Investigator and any persons accompanying the Fire Investigator access to the premises and must not obstruct, hinder or impede a Fire Investigator in conducting the investigation.

2.18.04 The occupant of a premises where a fire has resulted in damage or destruction of a structure to a value of $5,000 or more must pay the fee for a fire investigation in the amount established in the *Fees and Charges Bylaw.*

2.19.00 Fire Emergency Planning

2.19.01 The owner of any building, site, storage area or other premises must have a fire safety plan prepared for that property as required by the Fire Code, and must produce and submit the plan to the Fire Department for review.

2.19.02 Every fire safety plan must be submitted in the form and on the diagram template acceptable to the Fire Chief, including all revisions to the original fire safety plan submitted to the Fire Department.

2.19.03 Every owner of a property where a fire safety plan is required must ensure their fire safety plan is reviewed annually by a qualified person, and must submit updated plans to the Fire Department for review.

2.20.00 Civic Address - Signage

2.20.01 Every owner of real property must ensure that the civic street address assigned to that property by the Township is displayed in accordance with the following requirements:

(a) the address must be legible from a minimum distance of 15 metres, with each address number assigned to each building being not less than the minimum size specified in Table 1 of section 2.21.01;

(b) where the property includes multiple buildings with separate addresses assigned to each building, the building address must be displayed on each building in accordance with paragraph (e);

(c) where a building is set back from the street or roadway fronting the property such that the assigned civic address is not clearly identifiable due to the distance from the street or roadway, or where landscaping or architectural appendages or other objects would obstruct the visibility of the address, the assigned civic addresses must be displayed at the driveway entrance from the street or roadway serving the building, as well as on the building itself;

(d) the address must be displayed on a weather-resistant sign, permanently mounted, and must be clearly visible from all directions of traffic flow;

(e) where the Fire Chief considers it necessary in the circumstances of a particular property, the Fire Chief may require the owner to provide a direction indicator or other means of readily identifying and locating a building;

(f) letters or numbers must be of a colour that contrasts with the background colour of the building;

(g) if an emergency access route is from a street or route other than that to which has been assigned a civic address, a sign must be posted indicating the civic address in a location approved by the Fire Chief; and

(h) the civic address must conform to the prescriptions set out in Table 1 of section 2.21.01.

2.21.00 Table 1 – Sign Type and Size

2.21.01 A civic address must include a sign in accordance with the following Table 1:

Table 1

Building Type	Sign Type and Minimum Size
Residential Rural	Reflective, 5 inches /127 mm
Residential Urban	5 inches / 127 mm
Residential Multi-Tenant	10 inches / 254 mm
Commercial / Institutional, 4 metres or less	10 inches / 254 mm
Commercial / Institutional, over 4 metres	18 inches / 457.2 mm

2.21.02 Other than for a Residential Rural building, the letters and digits of a civic address must be written in horizontal form.

2.22.00 Use of Property – General

2.22.01 The owner and other occupants of a premises must ensure the use and occupancy of the premises are compliant with the Fire Code.

2.23.00 Property Fire Safety

2.23.01 Without limiting the generality of subsection 2.22.01, or other requirements of this Bylaw, the owner and occupants of a building must ensure:

(a) signage required by the Fire Code is maintained in visible, legible condition, including without limitation for no-smoking areas, use of exit stairway, manual fire alarm pull stations, identifying floor levels, and prohibiting parking in access routes;

(b) all fire doors or separation devices are kept in good operating condition and repair;

(c) all exit doors are kept in good operating condition and repair and open freely without any special knowledge or devices;

(d) underground parking exit doors are not altered or fitted with any locking device except as expressly authorized in writing by a Member who is a Fire Inspector;

(e) all required fire detection and suppression equipment and emergency systems within a building are kept in good operating condition, including all smoke alarms, fire alarms and sprinkler systems;

(f) emergency access routes to the premises are kept clear for access by Fire Department vehicles, and unobstructed by any vehicle, fence or other structure, hedge, tree, or other vegetation or thing;

(g) commercial cooking exhaust systems and chimney stove pipes or flues are maintained on a regular basis so that the exhaust systems, pipes or flues do not catch fire through normal usage; and

(h) portable fire extinguishers required by regulation are provided and maintained in good working order, and are available and accessible at all times for emergency use.

2.24.00 Smoke Alarms

2.24.01 The owner and occupant of a premises for which smoke alarms are required by the Fire Code or B.C. Building Code must ensure they are installed, inspected and maintained so that they meet the standards established in those regulations and are in good working condition at all times.

2.25.00 Private Fire Hydrants

2.25.01 The owner of any premises with any private fire hydrants must ensure each hydrant:

(a) is located, installed and maintained in accordance with the Fire Code;

(b) is kept free of obstructions to at least one metre in all directions and 3 metres to a road or Fire Department emergency access route;

(c) is painted in accordance with Township colours for fire hydrants; and

(d) is serviced and maintained annually to ensure it is capable of providing the water flow and pressure it was designed to provide.

2.25.02 The owner or occupant of a premises with any private fire hydrant must:

(a) submit a copy of the annual service record for each hydrant to the Fire Prevention Division of the Fire Department no later than December 31st of each calendar year; and

(b) advise the Fire Department of any construction, servicing or repair to any fire hydrant that may detrimentally affect its functioning so as to reduce water volume or pressure, temporarily disable the hydrant, or otherwise affect fire safety.

2.26.00 Township Fire Hydrants and Connections

2.26.01 A person must not:

(a) other than as an employee of the Township acting within the scope of their duties, open, operate, connect to or use water from a fire hydrant, standpipe or valve that is the property of the Township, except strictly in accordance with a permit from the Township's Engineering Department and the *Langley Waterworks Regulation Bylaw 2008, No. 4697*; or

(b) plant vegetation or place structures or objects so as to obstruct or interfere with a fire hydrant, standpipe or valve that is the property of the Township, or with access by the Fire Department to any source of water designated for firefighting.

2.27.00 Premises Under Construction

2.27.01 The owner of a premises that is undergoing construction must ensure compliance with fire safety regulations established in the Fire Code and the BC Building Code, and without limitation, must ensure:

(a) every required emergency access route is finished to a minimum of good compacted gravel or other surface materials approved for roadways under the *Township of Langley Subdivision and Development Control Bylaw 2011, No. 4861*, and clearly designated as an emergency access route;

(b) the access route is secured with a gate, bollard, chain or other structure or assembly approved in writing by the Fire Chief prior to installation;

(c) water supplies for Fire Protection are installed and accessible by the Fire Department when construction commences or as otherwise approved in writing by the Fire Chief;

(d) before installation, any fire hydrants installed are tested and approved by the Fire Department; and

(e) during construction, servicing or repairs of private fire hydrants and water supply systems, conditions affecting fire safety, such as low water volumes or pressures, or fire hydrants being out of service, are immediately made known to the Fire Department.

2.28.00 Vacant or Unoccupied Premises

2.28.01 An owner of vacant premises or premises that are unoccupied permanently or for an indefinite period must:

(a) remove and prevent any accumulation of combustible material or flammable substances on the premises; and

(b) keep the premises secure against unauthorized entry and occupation by one or more of the following methods:
   i. affixing structural barriers to windows, doorways and other points of ingress to a vacant building;
   ii. installing security fencing or other perimeter barriers;
   iii. installing a security lighting system, so long as such lighting does not impact any neighbouring premises;
   iv. employing security or guard patrols.

2.29.00 Fire Damaged Building

2.29.01 The owner and other occupants of a building that has been damaged by fire must ensure that the building is made secure against unauthorized access or occupation, and if so directed by an Officer, must employ security or guard patrols for that purpose.

2.30.00 Order to Secure Property

2.30.01 An Officer who determines that any vacant property, permanently or indefinitely unoccupied property, or a fire-damaged building is not adequately secured may order an owner or other occupant of the property to take measures to secure the property against unauthorized access.

2.30.02 If a person to whom an order is issued under subsection 2.30.01 does not complete all measures required within the time set out in the order, or if not specified, within 24 hours of its being delivered, the Officer may arrange for the order to be carried out by a contractor, at the expense of the owner. If the costs incurred by the Township are not fully paid by December 31st of that year, the amount may be recovered in the same manner as for collection of property taxes in arrears.

2.31.00 Fire Sprinkler and Alarm Systems

2.31.01 The occupant of a premise having an automatic fire sprinkler system or fire alarm system must:

(a) notify the Fire Department prior to any installation, testing, service, repair, maintenance, adjustment or alteration of the system that may result in response by the Fire Department as if to a fire or other emergency;

(b) ensure the system is installed, maintained and tested in accordance with the Fire Code;

(c) retain records of testing, maintenance and service of the system on site;

(d) if the property is to be demolished, maintain the sprinkler system in operation subject to sequential elimination until the demolition work is completed; and

(e) promptly correct any deficiency identified by a Member where the system has been activated without proper cause.

2.31.02 The occupant of any premises must pay fees established in the *Fees and Charges Bylaw* for attendance at the premises by the Fire Department, in any circumstances of a false alarm, including:

(a) where the Fire Department was not notified in advance of an automatic fire sprinkler or fire alarm system being activated for installation, testing, service, repair, maintenance, adjustment or alteration;

(b) where an automatic fire sprinkler or fire alarm system was activated due to a malfunction or human error; or

(c) the Members attending at the premises have found no fire or other emergency and the Officer in Charge determines there was no reasonable basis to call for attendance by the Fire Department.

2.31.03 The occupant of a premises that includes an automatic fire sprinkler system or a fire alarm system must designate at least 2 adult individuals who may be contacted by the Fire Department regarding an alarm or incident at the premises, who are capable and available at any time to:

(a) receive telephone calls from the Fire Department in the event of an incident;

(b) attend at the premises within 45 minutes if requested to do so by the Fire Department;

(c) afford access to the Fire Department at the premises;

(d) operate the alarm system and secure the premises; and

(e) take control of the premises from the Fire Department on completion of their attendance at an incident.

2.31.04 The occupant of a premises must submit the names, current addresses and telephone numbers of the designated contact persons on a form approved by the Fire Chief, which must include the written consent of each designated person. The occupant must notify the Fire Department of any contact person who is not available, whose contact information has changed, or whose designation is no longer effective, and of any person designated to replace or substitute for a listed contact person.

2.32.00 Fire Watch

2.32.01 The owner or other occupant of an occupied public building in which any of the fire alarm system, fire sprinkler system, or emergency power system is not operating must institute and maintain in that building a Fire Watch until the system is operating, that includes all of the following:

(a) posting of written notices at all entrances and exits on each floor stating that a fire watch is in effect, and its expected duration;

(b) a physical inspection of all public areas equipped with a fire alarm detection device;

(c) notation in an entry book at least every hour of the conditions in the building by the person performing the fire watch;

(d) a communication device on site capable of making a 9-1-1 call; and

(e) posting of instructions in the building as to the alternate actions to be taken in the case of an emergency.

2.33.00 Flammable or Combustible Materials

2.33.01 The owner and occupant of a premises must ensure that all dangerous goods, and all flammable or combustible liquids, gases and other products or materials are handled and stored in accordance with the Fire Code and so as to avoid a fire hazard.

2.33.02 Without limiting subsection 2.33.01:

(a) hazardous or flammable liquids or gases must be stored only in a locker that has been approved by the Fire Chief or a Fire Inspector for that purpose;

(b) flammable and combustible products must not be stored in underground parkades unless contained in a room specifically designed for such storage;

(c) parking stalls must be used only for parking a motor vehicle or motor cycle, and kept clear from oil and automotive fluids and any debris;

(d) balconies must not be used to store tires, unused appliances, boxes, rags, or chemicals; and

(e) flammable and combustible products must not be situated so as to obstruct entry or exit from a building.

2.33.03 The occupant of any premises within any of the following areas, as shown in Schedule 8 (*Map of Designated Areas for the Purpose of Portable Fuel Tanks in Excess of 25 Litres*):

(a) Regional Parks;

(b) Designated Urban Growth;

(c) Salmon River Uplands; or

(d) Comprehensive Rural Estates,

must not store more than 25 litres of a flammable or combustible liquid in a portable container on the premises.

2.33.04 The occupant of any premises and the operator of any business that involves the production, use, control or storage of combustible materials such as bags, boxes, excelsior, litter, rags, rubbish, sacks, shavings, straw or waste paper must, at the close of each day, cause all such material to be compactly baled or stacked in a safe manner, or stored in closed, non-combustible containers with non-combustible lids.

2.34.00 Refuse Containers

2.34.01 The owner of a building used for any apartment, commercial, industrial or assembly occupancies must provide the occupants with suitable, non-combustible refuse containers in accordance with the Fire Code.

2.35.00 Storage of Tires

2.35.01 The occupant of premises where tires are stored must ensure the tires are stored in accordance with the Fire Code and without limitation, must:

(a) ensure a clear space between aisles of accumulated tires that is wide enough to facilitate access by firefighters; and

(b) install and maintain a security fence where tires are stored outdoors to prevent unauthorized entry.

2.36.00 Chimneys and Heating Appliances

2.36.01 The owner or occupant of a premises that contains a chimney, smokestack or similar device for conveying smoke or hot gases to the outer air must ensure those items, and any stoves, furnaces, fire boxes and boilers to which they are connected, are installed and maintained in accordance with the Fire Code.

2.37.00 Obligation to Report Hazard

2.37.01 The occupant of a premises, or owner or operator of a motor vehicle, trailer, vessel or container, or any place where dangerous goods or hazardous substances are used or stored must immediately report to the Fire Chief the potential or actual occurrence of an explosion, discharge, emission, escape or spill of the dangerous goods or hazardous substance.

2.38.00 Fireworks

2.38.01 A person must not handle or discharge fireworks, or possess fireworks for any such purpose, except as specifically authorized by a Fireworks Event Permit issued by the Fire Chief and in the form set out in Schedule 3.

2.38.02 Without limiting section 2.38.01, a person must not handle, store, discharge or otherwise use any fireworks in an unsafe manner, and without limitation, must not aim or direct any fireworks at any person, animal, structure, vehicle or other object when handling, discharging or otherwise using any fireworks.

2.39.00 Fireworks Event Permit

2.39.01 A person may apply for a permit to use or discharge fireworks for a celebratory, ceremonial, religious or commercial purpose by completing a Fireworks Event Application in the form set out in Schedule 2, and submitting it, along with the permit fee established in the *Fees and Charges Bylaw*, to the Fire Chief at least 10 business days before the proposed activity is to occur.

2.39.02 An applicant for a Fireworks Event Permit (Schedule 3) and a holder of such permit must, as a condition of the permit:

(a) meet the insurance requirements set out in Schedule 4;

(b) if required by the Fire Chief, provide a fire safety plan and a site plan;

(c) provide evidence that the applicant or other person who will conduct the proposed activity is currently certified by the Explosives Regulatory Division of Natural Resources Canada to carry out that activity;

(d) provide written agreement of the property owner if the proposed activity is to occur on property other than that owned by the applicant or by the Township, in the form set out in Schedule 5;

(e) if the proposed activity is being organized or sponsored by a person other than the applicant, provide written agreement of the organizer or sponsor in the form set out in Schedule 6;

(f) present the permit to the seller of the fireworks;

(g) use or discharge only those fireworks specified in the permit;

(h) use or discharge the fireworks strictly in accordance with the terms and conditions of the permit and, if required by the Fire Chief, with an approved fire safety plan;

(i) ensure the fireworks are only used or discharged by or under the direct supervision of a person certified by Natural Resources Canada for that activity; and

(j) ensure that the purchase, possession, use, handling, discharge, and storage of the fireworks complies in every respect to this Bylaw, the Fire Code, the *Explosives Act* and its regulations, and the current *Display Fireworks Manual* published by Natural Resources Canada.

2.40.00 Film Production Pyrotechnics

2.40.01 A person must not carry out any film production activity that involves the use or discharge of Fireworks or that involves other pyrotechnical effects anywhere in the Township without first applying for and obtaining a Film Production Pyrotechnics Permit from the Fire Chief in a form approved by the Fire Chief.

2.40.02 A person applying for a Film Production Pyrotechnics Permit under subsection 2.40.01 must, at the sole expense of the applicant and in addition to meeting the requirements in this Bylaw for a Fireworks Event Permit (Schedule 3):

(a) provide a description of the proposed use and a fire safety plan;

(b) provide a site plan, drawn to scale, showing the position of ramps, motors, traffic patterns, location of emergency vehicle, and any and all
   i. significant ground features;
   ii. rights of way;
   iii. buildings or other structures;
   iv. overhead obstructions; and
   v. parking areas;

(c) provide any further information requested by the Fire Chief in relation to the proposed use of fireworks or other pyrotechnical products and methods;

(d) provide for a fire safety inspection of the proposed site by a Fire Inspector, and a fireworks operator or pyrotechnician currently certified by Natural Resources Canada for carrying out or supervising the proposed activity;

(e) ensure the proposed activity is carried out by a fireworks operator or a pyrotechnician currently certified by Natural Resources Canada for carrying out or supervising the proposed activity;

(f) if required by the Fire Chief, provide for Members to be present on site, with Fire Department apparatus, during the proposed activity;

(g) comply with any further restrictions, conditions and requirements imposed by the Fire Chief in relation to the proposed activity; and

(h) submit, along with a complete application for a Fireworks Event Permit (Schedule 3), permit fees, fees for special effects site inspections, and fees for staff time and apparatus in an amount estimated by the Fire Chief for the proposed activity, based on the rates set out in the *Fees and Charges Bylaw*.

2.41.00 Sale of Fireworks

2.41.01 A person must not sell, offer for sale, give, dispose of or distribute Fireworks unless the person:

(a) holds a current business licence under the Township of Langley Licencing Bylaw 2016 No. 5192;

(b) is currently certified as a Fireworks Operator or Pyrotechnician by the Explosives Regulatory Division of Natural Resources Canada for the types of Fireworks proposed to be dealt with;

(c) has obtained insurance as required under Schedule 4, and provides the Fire Chief with a copy of the policy;

(d) has applied for and been issued a Fireworks Sales Permit in the form set out in Schedule 1;

(e) has paid the application fees established in the Fees and Charges Bylaw; and

(f) deals with the Fireworks strictly in accordance with the terms of the Fireworks Sales Permit (Schedule 1) and any further conditions imposed by the Fire Chief for the protection of persons and property in relation to the proposed activity.

2.42.00 Open Burning

2.42.01 Except as provided in subsections 2.42.02 and 2.42.03, a person must not light, ignite, start or burn any fire in the open air or in any portable incinerator, outdoor fireplace, oven or other portable appliance or device in the open air except in accordance with this Bylaw and having first obtained one of the following burning permits, as applicable to the intended open burning, issued by the Fire Chief:

(a) an Outdoor Burning Permit (Schedule 9);

(b) a Land Clearing Burning Permit (Schedule 10);

(c) a Special Burning Permit (Schedule 11).

2.42.02 The following open fires do not require a burning permit under this Bylaw:

(a) a fire for cooking or aesthetics using charcoal, natural gas or propane fuel, that is contained within an appliance designed for that purpose and meeting a standard approved by the Canadian Standard Association;

(b) a fire ignited by a Member for the purposes of Fire Department training and practice, fire investigation procedures or eliminating hazards;

(c) a fire conducted for resource management under the *Wildfire Act*.

2.42.03 A person who has been issued a permit or approval by a director authorized under the *Environmental Management Act* for a purpose under the *Open Burning Smoke Control Regulation 152/2019* is not required to obtain a permit for the same purpose under this Bylaw, but must:

(a) provide the Fire Chief with documented evidence of the permit or approval issued by the director; and

(b) notify the Fire Chief:
   i. no later than 24 hours in advance of starting the open burning;
   ii. of any loss of control or inability to carry out conditions of the permit or approval; and
   iii. when all conditions of the permit or approval have been completed and the fire has been extinguished.

2.42.04 A person applying for a burning permit must, as a condition of the permit being issued, provide information and meet other conditions and requirements established in Schedule 9, Schedule 10 or Schedule 11, as applicable to the type of burning permit required for the proposed activity; and pay the applicable fees established under the *Fees and Charges Bylaw*.

2.42.05 The Fire Chief may issue an Outdoor Burning Permit (Schedule 9) for a fire where the material may be piled by hand and does not exceed 5 cubic metres in diameter at any time, if satisfied that the conditions and requirements established in Schedule 9 can and will be met by the applicant.

2.42.06 The Fire Chief may issue a Land Clearing Burning Permit (Schedule 10) for an agricultural purpose or otherwise to clear land if satisfied that the conditions and requirements established in Schedule 10 can and will be met by the applicant.

2.42.07 The Fire Chief may issue a Special Burning Permit (Schedule 11) to an applicant in the following circumstances:

(a) the fire is for an agricultural purpose, to eradicate grass, weeds, pests, or damaged or diseased crops;

(b) the fire is part of a religious or ceremonial event; or

(c) the fire is a campfire not exceeding 0.6 metres in height and 0.49 metres in width at any time, in which only dry wood, branches, twigs and pine cones are burned, set in a campfire pit and maintained solely for the purpose of cooking food, providing warmth and recreational enjoyment in an authorized campground managed by a licensed operator.

2.42.08 A person must not ignite or burn in the open air or in any type of container or enclosure:

(a) construction or demolition materials or waste, unless specifically authorized by a person authorized by Metro Vancouver Regional District to issue a permit for such burning, and as approved in writing by the Fire Chief;

(b) animal carcasses, hides, manure or waste from animal slaughtering;

(c) asphalt or asphalt products; tar papers, rubber, tires, plastics, polystyrene foam; batteries, fiberglass or other fibre-reinforced polymers;

(d) carpets, furniture or appliances;

(e) domestic waste;

(f) electrical wire;

(g) paint, varnish, used oil, fuel or lubricant, or their containers;

(h) dangerous goods or hazardous waste, as defined in the Hazardous Waste Regulation, or any other materials prohibited under the *Environmental Management Act or* its regulations;

(i) railway ties or treated or painted wood products; or

(j) any vegetative matter not grown naturally or cultivated on the site where the burning occurs,

and must meet any further requirements of the Fire Code, the *Open Burning Smoke Control Regulation 152/2019,* and other enactments that apply in the circumstances.

2.43.00 Fuel Dispensing Stations

2.43.01 A person must not operate a fuel dispensing station or install any storage tank, pump or measuring device used or intended to be used for dispensing flammable or combustible liquids except in compliance with the Fire Code, the Environmental Code of Practice for Aboveground and Underground Storage Tank Systems, this Bylaw, and a Fuel Dispensing / Tank Permit in the form set out in Schedule 7 issued by the Fire Chief.

2.43.02 A person applying for a Fuel Dispensing / Tank Permit (Schedule 7) must pay the applicable fee established in the *Fees and Charges Bylaw* and must provide the following information to the Fire Chief:

(a) the name, address and telephone number of the applicant and the contractor;

(b) the location of the proposed installation; and

(c) three (3) copies of specifications and scaled plans, prepared by a qualified professional engineer, showing:
   i. the location of storage tanks in relation to adjacent tanks, buildings, fuel dispensing devices, property lines and fencing;
   ii. the location of all major piping, valves, pumps and associated appurtenances;
   iii. the location of the fuel dispensing system;
   iv. the location of existing and proposed buildings and other structures;
   v. the size, capacity and use of the storage tanks to be installed;
   vi. the standard to which the storage tanks have been constructed; and
   vii. the type and trade names of the pumps and measuring devices to be installed.

2.43.03 A person operating a fuel dispensing station or on whose premises a fuel tank is located must ensure that:

(a) all station attendants have successfully completed a fire safety training program recognized by the fire commissioner prior to dispensing any fuel;

(b) prior to causing any adjustment or relocation of a fuel tank, all fuel within the tank has been removed; and

(c) permission in writing from the Fire Chief or an Officer is obtained before any fuel storage tank, or associated piping or appurtenances are covered.

2.44.00 Propane Dispensing Facilities

2.44.01 A person must not cause, direct or allow the dispensing, fueling, filling, re-fuelling or refilling or propane cylinders, bottles or other containers or any type except at a service station, recreational vehicle centre or industrial location:

(a) that has been inspected and licensed by the B.C. Safety Authority; and

(b) where a person licensed by the B.C. Safety Authority to dispense propane is in attendance.

2.45.00 General Conditions of Permits

2.45.01 A person who has been issued a permit under this Bylaw:

(a) must carry out the activity strictly in accordance with the permit and with any additional restrictions, requirements and conditions imposed or as directed by the Fire Chief for fire prevention and life safety;

(b) must comply with any further restrictions, requirements and conditions applicable to the activity under other bylaws of the Township, any bylaws of Metro Vancouver Regional District, and any Provincial or Federal enactments;

(c) must not carry out any activity under the permit on property that is owned by another person except with the written permission of the registered owner or their authorized representative;

(d) must not transfer or assign the permit to another person unless expressly and specifically permitted in writing by the Fire Chief;

(e) must keep the permit on site and readily available to produce for inspection by any Member at all times while carrying out activity;

(f) must immediately notify the Fire Chief or an Officer of any change in information provided on the permit, or of any conditions, requirements or restrictions applicable to the activity that cannot be met or continue to be met; and

(g) must promptly comply with a requirement by the Fire Chief or an Officer for a fire safety inspection to ensure applicable requirements of the Fire Code, this Bylaw and the permit are being met, and pay the applicable fees for each inspection as established in the *Fees and Charges Bylaw*.

2.45.02 A person holding a permit under this Bylaw is solely and fully responsible to ensure that the activity under the permit complies with all conditions, restrictions and requirements applicable to the activity under any enactment or at common law. The issuance of a permit under this Bylaw is not a representation or warranty by the Fire Chief or the Township that any or all such conditions, restrictions and requirements have been or are being met.

2.46.00 Refusal, Suspension or Cancellation of Permits

2.46.01 In considering an application for a permit under this Bylaw, the Fire Chief may impose such conditions, restrictions and requirements as the Fire Chief deems to be warranted in light of the application and related conditions and circumstances; and may in writing refuse to issue a permit, or suspend or cancel a permit that has been issued, if the information on the application is inaccurate or misleading, or the Fire Chief believes the proposed or permitted activity cannot be or is not being carried out

safely and in accordance with this Bylaw or other applicable enactments or any or all further conditions, restrictions and requirements imposed by the Fire Chief.

2.46.02 Without limiting the authority of the Fire Chief under subsection 2.46.01, an Officer may suspend or cancel any permit under this Bylaw where the Officer believes there is an unsafe condition or non-compliance with the permit, any provision of this Bylaw, the Fire Code, or other applicable enactment, and may refer the matter to the Fire Chief for review or further direction.

2.46.03 A person who has been ordered to suspend or cease activity under subsection 2.46.01 or 2.46.02 must immediately do so, and in a safe manner carry out all measures and comply with all conditions and restrictions for ceasing or resuming the activity as directed by the Fire Chief.

PART III FEES AND COST RECOVERY

3.01.00 Fees

3.01.01 Services of the Fire Department provided under this Bylaw, including inspections, permit issuance, attendance at properties or events, and pursuant to permitted activities and the use of its apparatus, are subject to fees, charges and rates established in the *Fees and Charges Bylaw*.

3.01.02 In addition to fees and rates charged under other provisions of this Bylaw, services provided by Fire Department personnel and the use of its apparatus, and any auxiliary equipment, are subject to charges to cover the actual costs to the Township, at rates established in the *Fees and Charges Bylaw*, in any one or more of the following circumstances:

(a) a fire that has been ignited, set or continued in contravention of this Bylaw or another enactment has been attended as an incident by the Fire Department;

(b) a fire that has occurred as a result of or in connection with the commission of an offence under the *Criminal Code* (Canada), the *Controlled Drugs and Substances Act* (Canada) or the *Cannabis Act* (Canada) or of a statute or regulation of British Columbia;

(c) an incident that has caused damage in excess of $5,000 and must be investigated and reported in accordance with a Provincial enactment;

(d) a gathering of people, special event or other activity is held for which the Fire Department provides standby time, apparatus, assistance response or fire protection services before, during or after such gathering, special event or activity;

(e) the Fire Department has employed external personnel or used specialized equipment in providing a service, for which employment or use the Township has incurred costs or charges;

(f) damage or contamination has occurred to Fire Department apparatus or auxiliary equipment while Members attend an incident, where the contamination or damage results from the unlawful presence of a dangerous good or hazardous substance;

(g) material is burned without obtaining a required permit or in contravention of any restrictions, conditions or requirements of a permit or this Bylaw, where the Fire Department has attended for Fire Protection or assistance response;

(h) where a permit has been suspended or cancelled, and the occupant or permit holder is required, but has refused or neglected to extinguish the fire or cease activity as directed, resulting in the Fire Department attending to extinguish the fire or address any fire safety concerns;

(i) a fire education lecture, fire extinguisher demonstration, or any other training related to fire and life safety education by a Member or person engaged by the Fire Chief for such purposes.

3.01.03 Fees, charges or rates owed under this Bylaw become a debt owing to the Township, and if unpaid may be recovered by any method authorized by law.

3.01.04 If unpaid by December 31st of the year in which they became due, fees, charges and rates imposed under this Bylaw for inspections, work done or other services provided to a property, or for attendance at false alarms, may be collected from the property owner in the same manner and with the same remedies as for property taxes.

PART IV ENFORCEMENT

4.01.00 Offence and Penalty

4.01.01 A person who:

(a) contravenes, violates or fails to comply with this Bylaw;

(b) causes or allows any act or thing to be done in contravention of this Bylaw; or

(c) fails or neglects to do anything required under this Bylaw,

commits an offence, and where the offence is a continuing one, each day that the offence continues amounts to a separate offence.

4.01.02 A person found guilty of committing an offence under this Bylaw is liable:

(a) if proceedings are brought under the *Offence Act,* to pay a minimum fine of $2,000 and a maximum fine of $50,000, and such other amounts as may be ordered by the court for the costs of investigation and prosecution, and to compensate the Township or another person for damages or loss sustained resulting from the commission of the offence; or

(b) if a bylaw notice is issued under the *Township of Langley Bylaw Notice Enforcement Bylaw 2008 No. 4703*, to pay a penalty in an amount established in the *Local Government Bylaw Notice Enforcement Act*.

PART V SCHEDULES AND REPEAL

5.01.01 Schedules 1 through 11 are attached to and form part of this Bylaw.

5.01.02 The Township of Langley *Fire Prevention Bylaw 2013 No. 4956*, and all amendments thereto, are hereby repealed.

READ A FIRST TIME the	22	day of	March	, 2021
READ A SECOND TIME the	22	day of	March	, 2021
READ A THIRD TIME the	22	day of	March	, 2021
ADOPTED the		day of		, 2021

Mayor

Township Clerk

THE CORPORATION OF THE TOWNSHIP OF LANGLEY

BYLAW NOTICE ENFORCEMENT BYLAW 2008 NO. 4703

AMENDMENT BYLAW 2021 NO. 5700

EXPLANATORY NOTE

Bylaw 2021 No. 5700 updates Bylaw Notice Enforcement Bylaw 2008 No. 4703 to update the offences descriptions and bylaw section cross references to the new Fire Prevention Bylaw 2021 No. 5690 which replaced Fire Prevention Bylaw 2013 No. 4956.

THE CORPORATION OF THE TOWNSHIP OF LANGLEY

BYLAW NOTICE ENFORCEMENT BYLAW 2008 NO. 4703

AMENDMENT BYLAW 2021 NO. 5700

WHEREAS Fire Prevention Bylaw 2013 No. 4956 was repealed and replaced with Fire Prevention Bylaw 2021 No. 5690, it is deemed necessary and desirable to amend Bylaw Notice Enforcement Bylaw 2008 No. 4703 to reflect this change;

The Municipal Council of The Corporation of the Township of Langley, in Open Meeting Assembled, ENACTS AS FOLLOWS:

1. This Bylaw may be cited for all purposes as “Bylaw Notice Enforcement Bylaw 2008 No. 4703 Amendment Bylaw 2021 No. 5700”.

2. The “Bylaw Notice Enforcement Bylaw 2008 No. 4703” as amended, is further amended by:

    1. Replacing in its entirety the current Designated Bylaw Contraventions and Penalties under Schedule A with a reference to Township of Langley Prevention Bylaw 2013 No. 4956, with the contraventions and penalties for Township of Langley Prevention Bylaw 2021 No. 5690 as set out in Schedule A to this Bylaw Notice Enforcement Bylaw 2008 No. 4703 Amendment Bylaw 2021 No. 5700.

READ A FIRST TIME the	22	day of	March	, 2021
READ A SECOND TIME the	22	day of	March	, 2021
READ A THIRD TIME the	22	day of	March	, 2021
ADOPTED the		day of		, 2021

_____ Mayor _____ Township Clerk

SCHEDULE A

Township of Langley Fire Prevention Bylaw 2021 No. 5690

Column 1 Offence	Column 2 Bylaw Section	Column 3 Fine
• Failure to comply with orders or direction	2.10.02	$200.00
• Failure to provide information with Inspection	2.10.03	$200.00
• Hinder or impede a member	2.10.01	$200.00
• Obstruct, interfere, withhold or falsify information	2.10.04	$200.00
• Falsely represent as member	2.11.02(b)	$200.00
• Enter a limited area	2.11.03(a)	$200.00
• Be within 10 metres of, or stand, walk on or drive over hose line	2.11.03(c)	$200.00
• Make or light a fire in any street, road, highway, park or other public place	2.11.03(d)	$200.00
• Discard, drop, or throw a burning substance	2.11.03(e)	$200.00
• Ride on fire truck, vehicle or apparatus	2.11.03(f)	$100.00
• Remove, alter, deface notices	2.11.03(g)	$200.00
• Obstruct or interfere with inspection	2.16.01	$250.00
• Failure to provide information with Inspection	2.16.02	$200.00
• Failure to submit Fire Safety Plan	2.19.01	$100.00
• Illegible street address	2.20.01	$100.00
• Failure to post signage required by the Fire Code	2.23.01(a)	$100.00
• Exit doors obstructed, broken or not maintained	2.23.01(c)	$100.00
• Obstructing Emergency Access Route	2.23.01(f)	$100.00

Column 1 Offence	Column 2 Bylaw Section	Column 3 Fine
• Failure to maintain FD water supply	2.27.01(c)	$100.00
• Failure to maintain fire alarm/sprinkler system	2.31.01(b)	$200.00
• Failure to provide service records	2.31.01(c)	$100.00
• Failure to correct deficiencies in allocated time	2.31.01(e)	$200.00
• Failure to submit contact person information	2.31.03	$100.00
• Failure to update contact person	2.31.04	$100.00
• Failure to install/maintain smoke alarms/detectors	2.24.01	$200.00
• Failure to provide/maintain fire extinguishers	2.23.01(h)	$100.00
• Failure to maintain FD connection	2.26.00	$100.00
• Failure to maintain private hydrant	2.25.00	$100.00
• Failure to provide and maintain fire watch	2.32.00	$500.00
• Failure to remove hazard	2.06.01(m) 2.06.02 2.06.03	$200.00
• Failure to report hazardous substance	2.37.01	$200.00
• Contravene Firework Permit(s)	2.45.02	$200.00
• Fireworks use in an unsafe manner	2.38.00	$500.00
• Improper Storage of flammable and combustible materials	2.28.01 2.33.00 2.34.00 2.35.00	$200.00
• Failure to maintain chimneys and heating appliances	2.36.00	$200.00

Column 1 Offence	Column 2 Bylaw Section	Column 3 Fine
• Burning without Permit – Outdoor	2.42.01(a) 2.42.03 2.42.05	$200.00
• Burning without Permit – Land Clearing	2.42.01(b) 2.42.03 2.42.06	$200.00
• Burning without Permit – Special	2.42.01(c) 2.42.03 2.42.07	$200.00
• Burning permit - Outdoor - contravention of conditions	2.42.04 2.42.05 2.42.08 2.45.00	$100.00
• Burning permit – Land Clearing- contravention of conditions	2.42.04 2.42.06 2.42.08 2.45.00	$500.00
• Burning permit – Special- contravention of conditions	2.42.04 2.42.07 2.42.08 2.45.00	$100.00
• Burning prohibited materials	2.42.08	$250.00
• Burning while suspended or revoked	2.46.00	$500.00

Dear Mayor and Council,

First off, I would like to thank Mayor and Council for approving a conversion for our single family strata properties to single-family fee simple properties.

My wife Nisha and I, along with Tony and Carolyn Wheeler are requesting Council's assistance in waiving the Development Cost Charges (DCC) for our change from 2 strata lots to 2 fee simple lots.

Background:

1. Originally 2 single family houses built on one single lot (1975 and 1985). **Both are still existing. See attached pictures.**
2. Original RU3 zoning allows for 2 houses per lot.
3. In 2014, the single lot was subdivided into 2 strata lots (one home is occupying each strata lot). Sold to 2 separate families. TOL Council approved this strata subdivision.
4. In 2015 and 2016 the owners built additions onto their existing structures that were permitted and approved by the TOL. Applicable fees and permits were paid for.
5. Discovered that our **permitted additions** made our properties not in compliance of the current Strata Plan. Amending the strata plan would be very complicated, expensive and virtually impossible.
6. **Our ONLY OPTION** was to request the TOL Council to change our strata lots to fee simple lots.
7. In order to make the change from strata to fee simple, TOL created a new zone, RU3A.
8. Applied for rezoning, paying all applicable fees.
9. In December 2019, TOL Council waived the Community Amenity Contribution, recognizing that there is no density increase with our 2 lots. There is no increase in density and no extra burden on the TOL.
10. Both residences have been taxed separately as single residential lots.
11. BC Assessment values compares our lots to similar lots of equal size and of fee simple tenure.
12. After the subdivisions and changes in legal tenure, there is no vacant lot on which an additional new development will or could be built.
13. After the subdivision/legal tenure change, there is no ability to further develop or change the use of the existing building (i.e., from single-family to duplex or townhome).
14. There are many complex legal liabilities and issues associated with these types of strata lots for both owners and the TOL.
15. **No upgrades need to be done. This is not a new development.**
16. I have been in contact with provincial staff who directed me to the *Local Government Act, section 561(3)* that states:

"A development cost charge is not payable if the development does

not impose new capital cost burdens on the municipality, regional district or greater board."

17. Also note reference directly from the Township of Langley's "Development Cost Charge Bylaw Review and Update - Final Report March 2020" that states:

> **7.1 Bylaw Exemptions**
>
> The *Local Government Act (LGA)*, section 559(1) is clear that a DCC cannot be levied if the proposed development does not impose new capital cost burdens on the Township, or if a DCC has already been paid in regard to the same development. However, if additional further expansion for the same development creates new capital cost burdens or uses up capacity, the DCCs can be levied for the additional costs.
>
> The *LGA* further restricts the levying of the DCC at the time of application for a building permit if:
>
> - The building permit is for a church or place of public worship as per the *Community Charter*; or
> - The value of the work authorized by the building permit does not exceed $50,000 or a higher amount as prescribed by bylaw; or
> - Unit size is no larger than 29 sq.m. and only for residential use.

Our properties are being placed in the same category as big development, where in fact it has been the exact opposite. We have not imposed any new capital cost burdens on the Township of Langley. Our road has existed since 1975, and we receive our own water through a well and we have our own septic systems. With the creation of our strata lots in 2014, the Township of Langley collected more than double the property tax (see below table) from properties located at FOIPPA s.22(1) with no additional services and no additional capital burden on the TOL. Below is a list of what the Township of Langley has collected from both properties.

Tax Year	FOIPPA s.22(1)	FOIPPA s.22(1)	
2021	$ 5,600.00	$ 7,000.00	2 Strata lots
2020	$ 4,532.29	$ 5,474.26	2 Strata lots
2019	$ 4,071.71	$ 4,926.54	2 Strata lots
2018	$ 4,460.37	$ 5,440.02	2 Strata lots
2017	$ 3,897.71	$ 4,648.88	2 Strata lots
2016	$ 3,586.95	$ 4,309.73	2 Strata lots
2015	$ 3,564.97	$ 4,277.24	2 Strata lots
Total	**$ 29,714.00**	**$ 36076.67**	**$ 65790.67**
2014	$ 4,034.09	2 House on 1 lot	
2013	$ 3,698.81	2 House on 1 lot	
2012	**$ 3,476.88**	2 House on 1 lot	
2011	**$ 3,303.04**	2 House on 1 lot	
2010	**$ 3,203.95**	2 House on 1 lot	
2009	**$ 3,043.75**	2 House on 1 lot	
2008	**$ 2,830.69**	2 House on 1 lot	
Total	**$ 23,591.20**		

As you can see, when our Strata lots were created in 2014 the property tax collected after 2014 has more than double. We have not been a burden on the TOL, but have been the exact opposite. It is my understanding that DCCs are paid to cover the cost burden of a new development, not on existing single-family residences.

We feel we are being charged on services that we already have paid for through our property taxes. Those services are roads, drainage, parks, school tax and transit. Through this entire process nothing has changed with our properties.

The Ganchars are a young family that have resided in Township of Langley for over 40 years. The Wheelers are a pensioned couple on a fixed income that have resided in the Langley area for over 50 years. **These are our homes and are not a development.**

While we understand the use for DCCs, ours is clearly not a new development. Even though this might not seem like a large amount of funds for the TOL, this is a significant financial burden on both the Ganchars and Wheelers.

The Total Development Cost Charge fees being charged are:

Highway DCC: $8705.49
Drainage DCC: $3906.95
Park DCC: $10,931.73
Total TOL DCC's: 23,544.77

School Acquisition Site Cost: $737.50

TRANSLink Fee: $2,975.00

Total Fee to be paid to the TOL: $27,257.27 or $13,628.64 per lot.

To add to this, we have also paid for our lots to be changed **from strata to fee simple** the following fees below:

Rezoning and CPA fees: $1500.00
Hydrogeological Study fee: $1800.00
Subdivision Fee: $3100.00
Survey Fees: $6000.00
Lot Grading Plan Fees: $4200.00
Legal Fees: $8000.00
Pre-Payment Property Tax 23668 36A: $5600
Pre-Payment Property Tax 23676 36A: $7000

Total: $37,200.00

Total Fees: $64,457. 27

As you can see, we have been paying quite a substantial amount already in this process and have accepted the requests for each expense from the Township. These fees and expenses have all been paid to change our legal tenure from **Strata to Fee Simple** and to make our properties legal in nature. We have not added or increased the density or have increased

the amount of lots being created. **I can not stress enough that nothing has changed.**

I have spoken with staff at the BC Gov't office of Local Government Support and Ministry of Municipal Affairs and Housing and staff at TRANSLink. Both parties do not understand why we are being charged DCCs on our property that has existed since 1975 (stratified since 2014) while also paying a substantial amount of property, school and TRANSLink taxes. From what I can see our subdivision **"does not impose any new capital cost burden on the TOL."**

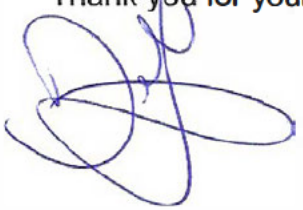
Request:

We are requesting that Mayor and Council waive the Development Cost Charges based on the fact that we are not imposing any new capital cost, financial cost or infrastructure burden on the TOL. These DCCs impose a substantial financial burden on the Ganchar and Wheeler Families; TOL residents who have paid their fair share of property taxes.

Additional Information: Our request to waive the DCC's have gone to staff; however, staff have denied our request based on the premise that we needed to dissolve our strata lots and create the two exact same family residential lots through the subdivision process, which we noted above is impossible.

Please do not hesitate to contact me if you have any further concerns or questions.

Thank you for your time,









Dean and Nisha Ganchar
FOIPPA s.22(1)

Tony and Carolyn Wheeler
FOIPPA s.22(1)



Langley Memorial
HOSPITAL FOUNDATION

Mayor and Council
Township of Langley
20338-65 Ave
Langley, BC, V2Y 3J1

March 12, 2021

Dear Mayor and Council,

On behalf of the Langley Memorial Hospital Foundation, I am kindly requesting a grant to cover the portion of the 2021municipal taxes on the Foundation's property, Lot 4 (East Parking Lot), that is not exempt (approximately $13,000).

We have gratefully received the Townships total tax exemption on our parking lot for many years as we have been able to drive those funds into improving the quality of healthcare available to our Langley residents.

Several recent events have put us in a difficult position this year:

- In March 2020, due to Covid, the Provincial government passed its first State of Emergency which lifted parking fees charged on hospital sites. We have had no revenue from parking since that time.
- The Townships by-law Policy 03-837 regarding permissive exemptions from property taxation comes into effect this year. Specifically, section 3.3 limits total available exemptions on tax assessments to $75,000.
- The Foundation's property was assessed with a 23% year over year increase in value.

Unfortunately, the increase value of our land did not come to my attention in time to appeal the assessment and the deadline has passed. This year, we will appeal this assessment arguing that the municipal covenants that restrict the land to provide parking for the hospital, take the land out of normal market forces and depress its value.

The Foundation has enjoyed a productive partnership with Fraser Health and the Langley Township. We remain dedicated to our work to expand and improve the health care available to our residents. We truly appreciate your support of our efforts with this grant at this difficult time.

Sincerely yours,

Heather Scott, CFRE, MPA
Executive Director

NEW WESTMINSTER &
DISTRICT LABOUR COUNCIL

Coleen Jones, President
Janet Andrews, Secretary-Treasurer
Chartered By The Canadian Labour Congress

March 16, 2021

Mayor Jack Froese, Langley Township
20338 65 Avenue
Langley, BC

Via email: slittle@tol.ca

Dear Mayor Froese and members of Council,

The New Westminster & District Labour Council represents over 60,000 affiliated union members in 14 communities in the Lower Mainland. In 1984 our national organization, the Canadian Labour Congress (CLC), introduced the annual day of remembrance for workers killed and injured on the job. April 28th was chosen because this was the day that the third reading took place for the first comprehensive Workers' Compensation Act (Ontario 1914) in Canada. The "Workers Mourning Day Act" (Bill C223) became law on February 1, 1991, an Act which states "the day of April 28th shall be respected as the day of official recognition". The day of recognition was proclaimed by the government of British Columbia in 1989.

On behalf of our members and their families and all workers living and/or working in your community, we have **four requests of your Council**:

- We request you **declare April 28th** as the official *"Day of Mourning for Workers Killed and Injured on the Job".*
- We also request that **Council observe one minute of silence** in the Council Chambers at the evening Council meeting **on or before April 28th.**
- We thank-you for your leadership in your workplace by **encouraging your staff to observe one minute of silence at 11:00 a.m. on April 28th.**
- Finally, we will be requesting **an opportunity to appear as a delegation** to make a ***5 minute presentation at the April 26th, 2021 regular Council meeting***. A member of the Labour Council residing in the city will be presenting on behalf of the Labour Council. Our presentation will focus on the impacts of the COVID-19 pandemic on health and safety for workers, their families and our communities.

There will be remembrances across Canada on April 28th for workers who have been killed on the job, and to recognize those who have suffered from workplace injury, accident or disease. As the Day of Mourning coincides with our regular delegate meeting you are invited to join us on Wednesday, April 28th at 7:00pm for a short virtual ceremony, registration is available at this link: https://us02web.zoom.us/meeting/register/tZckdeGgqjwiEtdxYjZanx4gNInnukbHAnz1

Sincerely,

Janet Andrews
Secretary- Treasurer

JA/cb

Phone: 604-291-9306 NWDLC@SHAWCABLE.COM
105-3920 Norland Avenue, Burnaby, BC V5G 4K7
NWDLC NWDLC.CA

From: Debbie White <FOIPPA s.22(1)
Sent: Saturday, March 27, 2021 8:00 AM
To: Mayor@abbotsford.ca; mayor.corrigan@burnaby.ca; mayor.jakeway@campbellriver.ca; Mayor@castlegar.ca; Mayor@centralsaanich.ca; Mayor@chilliwack.com; info@districtofcoldstream.ca; mayor@colwood.ca; pives@comox.ca; rstewart@coquitlam.ca; ljangula@courtenay.ca; info@cranbrook.ca; council@cranbrook.ca; mayorbernier@dawsoncreek.ca; mayor@corp.delta.bc.ca; mayor@esquimalt.ca; lackerman@fortstjohn.ca; info@hope.ca; sjohnston@hope.ca; cao@hope.ca; jlewis@kamloops.ca; mayor@kamloops.ca; mayorandcouncil@kelowna.ca; mayor@kimberley.ca; feedback@kitimat.ca; Mayor@kitimat.ca; rhutchins@ladysmith.ca; mayorandcouncil@lakecountry.bc.ca; Mayor@cityoflangford.ca; info@langleycity.ca; MayorCouncil <mayorcouncil@tol.ca>; clerks@mapleridge.ca; mayorroline@merritt.ca; tadlem@mission.ca; john.ruttan@nanaimo.ca; Info@nelson.ca; Mayor@nelson.ca; wwright@newwestcity.ca; council@northcowichan.ca
Subject: [EXTERNAL] June is PTSD Awareness Month, Post Traumatic Stress Disorder

Dear Honorable Mayor;

June is Awareness Month for Post Traumatic Stress Disorder (PTSD). We respectfully urge you to use the Proclamation below to declare your city support. We have also included the PTSD Assessment form which we urge you to send to heads of your local police services, fire department and hospitals. PTSD can affect all ages, children through to seniors.

Sincerely,

Debbie White

President and Mother of Son with PTSD

PROCLAMATION

June is Awareness Month for

Post Traumatic Stress Disorder (PTSD)
In Recognition of PTSD Awareness

Whereas, June has been declared as PTSD Awareness Month each year around the world; and

Whereas, for centuries we have recognized post traumatic stress disorder; and

Whereas, PTSD can affect all ages, children through to seniors: and

Whereas, treatment for PTSD is available; and

Whereas, it is up to each of us to know that the PTSD Assessment form is a major tool to seek medical assistance; and

Whereas, PTSD Awareness Month urges all to seek help for those who may have PTSD requiring medical assistance; and

NOW THEREFORE, I, Mayor ... of ..., by virtue of the authority vested in me as Mayor of the City of ...., do hereby proclaim June as PTSD Awareness month in our city and encourage the residents of .... to actively learn about the PTSD Assessment form written by the Centre for PTSD Research as a tool to assist those affected by PTSD to obtain medical assistance.

IN WITNESS THEREOF, I have set my hand and caused the Seal of the City of ... to be affixed this ... day of ..., 2021.

_____

Mayor

PTSD Assessment Form

You can complete this form and print it for easy reference. When you exit the form, the information will be deleted.

Below is a list of problems and complaints that people sometimes have in response to stressful life experiences. Please read each one carefully. Then enter the appropriate number in the right-hand column to show how much you have been bothered by that problem in the **last month**.

1 = Not at all 2 = A little bit 3 = Moderately 4 = Quite a bit 5 = Extremely

Repeated, disturbing **memories, thoughts, or images** of a stressful experience from the past.
Repeated, disturbing **dreams** of a stressful experience from the past.

Suddenly acting or **feeling** as if a stressful experience **were happening again** (as if you were reliving it).
Feeling **very upset** when **something reminded you** of a stressful experience from the past.
Having **physical reactions** (e.g., heart pounding, trouble breathing, sweating) when **something reminded you** of a stressful experience from the past.
Avoiding **thinking about or talking about** a stressful experience from the past or avoiding **having feelings** related to it.
Avoiding **activities** or **situations** because **they reminded you** of a stressful experience from the past.
Trouble **remembering important parts** of a stressful experience from the past.
Loss of interest in activities that you used to enjoy.
Feeling **distant** or **cut off** from other people.
Feeling **emotionally numb** or being unable to have loving feelings for those close to you.
Feeling as if your **future** will somehow be **cut short**.
Trouble **falling** or **staying asleep**.
Feeling **irritable** or having **angry outbursts**.
Having **difficulty concentrating**.
Being **"super-alert"** or watchful or on guard.
Feeling **jumpy** or easily startled.

To find your score, add up the numbers you entered. If your score is: 0 – 16 = No symptoms of PTSD. 17 – 20 = No to minimum symptoms of PTSD. 21 – 29 = Mild symptoms of PTSD. 30 – 49 = Moderate symptoms of PTSD. 50 – 86 = Severe symptoms of PTSD.

Source: Weathers FW, et al. (1994). PCL-C for DSM-IV. Boston: National Center for PTSD, Behavioral Science Division.

From: P&G Wilson [redacted]
Sent: Saturday, April 03, 2021 5:34 PM
To: MayorCouncil <mayorcouncil@tol.ca>
Subject: [EXTERNAL] Request - May is MS Awareness Month

Dear Mayor and Council Members,

As a resident of the Township of Langley and part of a family that has been touched by Multiple Sclerosis, I am encouraging the Township to recognize **May as MS Awareness Month.**
Canada has one of the highest rates of multiple sclerosis (MS) in the world. About 90,000 Canadians live with MS and on an average, 12 Canadians are diagnosed with the disease each day!

Unfortunately due to Covid restrictions, wonderful events such as the MS Walk and MS Bike have been cancelled. However, we still need to raise awareness and show support to those affected by this disease.

I have attached a Proclamation request, to declare the Month of May 2021 as MS Awareness Month for the MS Society of Canada!

As well, MS Society flags are available, which can be flown during the month of May outside your office, or in a strategic location. If flying an MS flag is possible, please contact me and I will arrange a flag to be delivered!

As well, every year on MAY 30th, we celebrate global solidarity and hope for the future of people living with and affected by MS through WORLD MS DAY https://worldmsday.org/.
This year's theme is #MSConnections. I ask that perhaps a landmark building/location be lit up in RED for that day. Other landmarks that will be RED that day are BC Place, Science World, Canada Place as well as many other locations all across Canada!

HUGE THANKS for your support for MS!

Patricia Wilson
[redacted]

[redacted] PWilson

World MS Day is May30 https://worldmsday.org/
Share stories, raise awareness & campaign with everyone affected by MS

Proclamation

WHEREAS, multiple sclerosis is a chronic, often disabling neurological disease affecting an estimated 1 in 400 Canadians and approximately 90,000 across the country; and

WHEREAS, multiple sclerosis symptoms vary widely and may lead to problems with numbness, coordination, vision and speech, as well as extreme fatigue and even paralysis; and

WHEREAS, there is no known cause of, prevention of, or cure for multiple sclerosis; and

WHEREAS, the Multiple Sclerosis Society of Canada is the only national organization in Canada that supports both MS research and services for people with MS and their families; and

WHEREAS, annual fundraising events such as the MS Walk, MS Bike, and A & W Canada's *Burgers to Beat MS* campaign support programs to enhance the lives of people affected by multiple sclerosis and their families and support MS research in Canada; and

WHEREAS, since 1948, the Multiple Sclerosis Society of Canada has contributed $200 million towards MS research; and is grateful for the dedication and commitment of its supporters and volunteers that has made this possible; and

WHEREAS, together we will find ways to enhance the quality of lives for people affected by multiple sclerosis and to find a cure to end MS;

NOW, THEREFORE, I, (name here), Mayor of the City of (name of city here) of the Province of British Columbia, Canada, do hereby proclaim this month of May 2021 to be MS Awareness Month for the Multiple Sclerosis Society of Canada.

THIS DATE: SIGNATURE

Township of Langley
Est. 1873

HERITAGE ADVISORY COMMITTEE

Wednesday, March 3, 2021 at 7:00pm
via Zoom

MINUTES

Present:
C. Boughen, Community Co-Chair
Councillor M. Kunst, Council Co-Chair
Councillor B. Long, Council Co-Chair

T. Annandale, K. Gan, R. Genberg, S. Jacobsen, T. Lightfoot, F. Pepin, and H. Whittell

Staff:
E. Horricks, Heritage Planner
J. Aldag, Cultural Services Manager
K. Stepto, Recording Secretary

A. APPROVAL AND RECEIPT OF AGENDA ITEMS

1. Heritage Advisory Committee
March 3, 2021

Moved by H. Whittell,
Seconded by T. Annandale,
That the Heritage Advisory Committee approve the agenda and receive the agenda items of the March 3, 2021 meeting, as amended.
CARRIED

Clerk's Note: Items H.4, "Sellers Road Recognition", and H.5, "Co-Chair Leave of Absence", were added to the agenda.

B. ADOPTION OF MINUTES

1. Heritage Advisory Committee
February 3, 2021

Moved by T. Annandale,
Seconded by H. Whittell,
That the Heritage Advisory Committee adopt the minutes of the February 3, 2021 meeting.
CARRIED

C. DELEGATIONS AND PRESENTATIONS

D. REPORTS

1. Co-Chairs' Reports

Councillor Long reported that Council approved the HAC Work Plan and congratulated staff on a successful Heritage Week. He raised a question regarding Horne Pit and asked staff if they could find out where the name originated.

2. Heritage Planner's Report

E. Horricks reported that the workshop on the UN Declaration on the Rights of Indigenous Peoples (UNDRIP) is scheduled for Wednesday, April 7 from 7:00pm – 9:30pm. Those providing the workshop have requested that participants complete the online course entitled "Indigenous Awareness" in preparation. This preparatory course provides constitutional, political and legal references that will assist in understanding the significance of UNDRIP. A link will be sent out in mid-March to those attending the workshop, allowing participants 14 days to complete it. Further materials and the zoom link for the workshop itself will be sent out one week before the scheduled date.

3. Museum Manager's Report

J. Aldag reported that the online events for Heritage Week were very successful with many views. He further reported that a $700,000 Provincial Grant has been received that will help fund the convention area at "Salishan Place by the River". An additional grant of $75,000 has been received from the BC Arts Council, which will go towards developing a printmaking studio. The Lower Fraser Aboriginal Society did not have their grant approved for the outdoor amphitheatre but are waiting to hear about two other granting applications.

He further noted that the museum site has been cleared and that they are hoping to have an indigenous blessing prior to construction.

4. Heritage Review Panel

Member Declares Conflict of Interest

T. Lightfoot declared a Conflict of Interest under Policy 01-025, "Code of Ethics, Conduct, Confidentiality, and Conflict of Interest" as he is the property owner and left the meeting at 7:23pm.

Heritage Building Incentive Program

T. Annandale reported that the Heritage Review Panel met to provide comment on a Heritage Building Incentive Program Grant application for the Leaf Residence. The homeowner would like to paint the exterior of the house and the shed. The residence is eligible for a 50% grant based on the level of legal protection in place for this residence. The Panel recommends a $5,000 grant based on the cost estimates submitted by the applicant.

D. REPORTS

MOTION
Moved by T. Annandale,
Seconded by C. Boughen,
That the Heritage Advisory Committee support the recommendation of the Heritage Review Panel to award a grant of $5,000 to the owners of the Leaf Residence to paint the exterior of the house and garage.
CARRIED

T. Lightfoot re-entered the meeting at 7:34pm.

Glover Road North Development (Project 11-33-0135 / HAP 101197), 9213 and 9217 Glover Road, Fort Langley

T. Annandale further reported that the Fort Langley Heritage Review Panel reviewed and provided comment on a Heritage Alteration Permit application located in the Fort Langley Heritage Conservation Area.

At T. Annandale's request, staff provided an overview of the proposal noting that the proposed application is to construct a restaurant building with an outdoor patio and children's play area for restaurant patrons. The proposal encompasses two lots, located on the west side of Glover Road near Mavis Avenue. The site is located within the Fort Langley Heritage Conservation Area and is zoned Community Commercial Zone C-2. The building height, setback requirements, and lot coverage for the proposed building are all under the allowable for this zoning. The mature Walnut tree, located at 9217 Glover Road, which was recommended for retention as part of the previous Heritage Alteration Permit for this site, is also to remain as part of this application.

T. Annandale further reported that the proposed building is one-storey in height, with high parapets to screen the commercial equipment required for the kitchen. Outdoor patio/deck dining areas are located at the front of the building under the mature Walnut tree, and on the south side of the building adjacent to the landscaped children's play area. Many of the existing landscape features currently on the site are to be retained or replanted, and one street tree is to be re-located to provide access for the drive aisle. Exterior materials consist of a combination of brick and horizontal Hardie siding in deep red tones, with a dark grey parapet and black window frames. Parking to the rear of the site is accessed from Glover Road along a drive aisle along the south boundary of the site. Given that the restaurant will be licenced, black rod-iron fencing is proposed between the public sidewalk and the exterior dining areas fronting Glover Road, as well as around the children's play area to protect it from on-site vehicular movement.

The proposed play area includes a climbing tower and wooden boat. Although the Panel felt the boat resonated with the site, which is located near the river, they recommended that the coloured climbing tower incorporate materials and colours that are more natural and in keeping with Fort Langley. They also requested that the party wall of the building to the south, which will become visible from the street due to the removal of the existing building at 9213 Glover Road, be uniformly painted to match its façade, to enhance the overall

D. REPORTS

appearance of the proposed development. With these changes, the Panel was in favour of the project.

MOTION
Moved by T. Annandale,
Seconded by F. Pepin,
That the Heritage Advisory Committee receive and endorse the recommendations of the Fort Langley Heritage Review Panel for the proposed Glover Road North Development at 9213 and 9217 Glover Road, subject to material and colour improvements to the proposed climbing tower, and the uniform painting of the party wall of the building to the south to match its façade following removal of the existing building.
CARRIED

5. Douglas Day 2021 Planning Committee Report

R. Genberg reported that she polled several Douglas Day committee members regarding holding an online event in place of Douglas Day this year, after people had expressed a concern that a virtual event may not be conducive to older participants. Councillor Long noted that an online event could simply acknowledge the pioneers that are being honoured in 2021. A decision regarding the fall event will be made in the months ahead once the Douglas Day committee resumes its annual planning in the late spring.

6. Museum Advisory Group Report

F. Pepin reported that the MAG is currently reviewing existing museum policies in preparation of the new museum.

E. CORRESPONDENCE

F. 2021 WORK PROGRAM

1. Approved HAC Work Plan for 2021

Provided in package for information.

2. Langley's Rural Heritage – Case Studies

C. Boughen reported that the case study research being undertaken by the Work Group that consists of C. Boughen, S. Jacobsen, and T. Lightfoot, would continue throughout the year with a focus on a presentation in November.

3. Recording History through Interviews

Councillor Long raised a question regarding the extent to which oral interviews have been used in the past to record local history. Staff noted that there is a long

F. 2021 WORK PROGRAM

history of doing this in the Township and that these recordings are in the archives at the Museum. It was further noted that many of these recordings need to be digitized to be brought into current electronic formats. It was additionally noted that there might be a space in the new museum to set up recording equipment to do this where families can do interviews with grandparents etc.

This topic will be discussed further at a future meeting.

G. COUNCIL REFERRALS

At the February 22, 2021 Regular Meeting, Council referred the following motion to the Heritage Advisory Committee

1. Murrayville Heritage Pumphouse Well Options

That Council direct staff to decommission the well at the Murrayville Heritage Pumphouse and provide municipal water connection to allow continued public access while maintaining the water feature as an integral and important component of the heritage character of the site.

REFERRAL
Moved by Councillor Long,
Seconded by Councillor Kunst,
That this report and motion be referred to the Heritage Advisory Committee for review and comment.
CARRIED

Committee members reviewed the options outlined in the staff report and discussion ensued. The following comments were provided:

- It was observed that retaining a connection to the artesian well if possible, would provide the most authentic approach to preserving this heritage-defining element of the pumphouse site.
- It was also recognized that the cost to treat the artesian water may be prohibitively high, and the committee wondered whether there were alternate ways of addressing public safety beyond treatment that would reduce the cost.
- Members commented that the use of a physical barrier, in the form of a metal grate installed over the spout and trough to prevent public water collection, might be sufficient in providing a cost-effective alternative to treating the well water.
- Staff noted that there are also water sustainability regulations with which all options must remain compliant.
- Committee members identified several instruments that assist in water flow management ranging from a turn on/off valve, use of a flow control device, or use of a timer that would allow the water to run during the day and be shut off at night. However, it was additionally commented that utilizing water flow devices for artesian wells was tricky, given that when a

G. COUNCIL REFERRALS

well is turned off intermittently or permanently, the well silts up easily and can smother its own flow.

- It was noted that maintaining the artesian water at the site in light of this matter would require further technical input given the existing regulations.
- The committee members also felt that adding appropriately sized interpretive signage to the building in future would assist the public in understanding the history and current status of the pumphouse, regardless of the selected option.

MOTION
Moved by F. Pepin,
Seconded by H. Whittell,
That the Heritage Advisory Committee recommends maintaining the pumphouse's connection to artesian well water to preserve this heritage-defining element, subject to compliance with applicable regulations and determination of the feasibility of installing a physical barrier grate at the spout to prevent public use of the water as a cost-effective alternative to water treatment.
CARRIED

Clerk's Note: A presentation to the committee from engineering staff to discuss the feasibility of utilizing a physical barrier grate in place of treating the artesian well water is pending.

H. OTHER BUSINESS AND ITEMS FOR INFORMATION

1. Langley Heritage Society Update

F. Pepin reported that work is continuing at the Moir Residence, and that a new roof will be added to the Wark-Dumais Residence in the City of Langley. The Society hopes to open the CN Station to the public by the late summer. He added that school desks from Lochiel School have been rented to a movie company.

2. Alder Grove Heritage Society Update

No report.

3. Heritage BC (Virtual) Conference, "Heritage in Action", May 6 – May 27, 2021

Provided in package for information. Anyone interested in registering for any of the online sessions should contact staff.

4. Sellers Road

H. Whittell commented that he received an email from Dr. M. O'Brien who noted that the Sellers Road pioneer marker located near 88 Avenue and 216 Street does not reflect the original location of Sellers Road, which was closer to 223 Street.

H. OTHER BUSINESS AND ITEMS FOR INFORMATION

E. Horricks noted that Sellers Road was named for Lieutenant George Edward Sellers. Sellers was born in Portugal in 1886, and trained as a motor engineer and property agent before coming to Langley prior to the First World War. He served as Quartermaster of the "B" Squadron 31st Regiment, BC Horse (Mounted rifles), and subsequently enlisted in the Canadian Corp Cyclist Battalion, receiving an officers commission in 1915. He served in France and was killed in action in September 1918. Historic references indicate that he was highly respected by his company. The historic Sellers Residence is located at 22822-88 Avenue and is on the Heritage Inventory.

She added that in our documentation, Sellers Road ran along what is now 88 Avenue, west of Glover Road to 223A Street. As many of the roads were re-named to honour Langley's fallen after the First World War, some had previous names. For example, 88 Avenue east of Glover Road was known as Carter Road in 1912. It was renamed Sellers after the war and then became part of Hudson Bay Street by 1946. The most easterly section of Hudson Bay Street, which continues eastward to the Fort, was so named by 1909 and retains the same name today.

Prior to continued discussion further information is needed.

H. Whittell indicated that he would undertake site research to determine the exact location of the existing sign and see whether there are any other signs by the same name on 88 Avenue. Dr. M. O'Brien will be asked to send a formal request to the Heritage Advisory Committee. Staff will look into the potential costs of sign relocation and new signage.

5. Co-Chair Leave of Absence

C. Boughen reported that due to his heavy work schedule he would like to take a Leave of Absence from the Heritage Advisory Committee until the end of 2021. He noted that he would stay on the Heritage Review Panel if the committee is in agreement.

MOTION
Moved by T. Annandale,
Seconded by S. Jacobsen,
That the Heritage Advisory Committee support a Leave of Absence for Chris Boughen from May to December 2021, with his continued involvement on the Heritage Review Panel.
CARRIED

I. NEXT MEETING

Date: Wednesday, April 7, 2021
Location: via Zoom
Time: 7:00pm

J. TERMINATE

Moved by C. Boughen,
Seconded by H. Whittell,
That the meeting terminate at 9:08pm.
CARRIED

CERTIFIED CORRECT:

Community Representative Co-Chair

Council Representative Co-Chair

Township of Langley
Est. 1873

TREE PROTECTION ADVISORY COMMITTEE

Tuesday, March 16, 2021 at 7:00pm
via Zoom

MINUTES

Present:
C. Grey, Community Co-Chair
B. Whitmarsh, Council Co-Chair
P. Arnason, Council Co-Chair (Alternate)
K. Richter, Councillor
E. Woodward, Councillor

C. Bishop, J. Evanochko, M. Muller, A. Neufeld, H. Sakurai, T. Smith, A. Stewart, J. Turner

Guests:
R. Quan, Director, Air Quality and Climate Change, Metro Vancouver
J. Emmert, Senior Planner, Parks and Environment, Metro Vancouver
M. Pachcinski, Division Manager, Electoral Area and Environment, Metro Vancouver
E. Nichol, Regional Planner, Regional Planning and Housing Services, Metro Vancouver

A. Needoba, Principal and Senior Urban Forester, Diamond Head Consulting
C. Lefrancois, Urban Planner, Diamond Head Consulting

Staff:
J. Chu, Manager, Community and Policy Planning
E. Fong, Superintendent, Trees, Trails, Horticulture, and Natural Areas
A. Jensen, Planner, Community and Policy Planning
K. Stepto, Recording Secretary

A. APPROVAL AND RECEIPT OF AGENDA ITEMS

1. Tree Protection Advisory Committee – March 16, 2021

Moved by A. Neufeld,
Seconded by A, Stewart,
That the Tree Protection Advisory Committee approve the agenda and receive the agenda items of the March 16, 2021 meeting, as amended.
CARRIED

Clerk's Note: Items E.2. and E.3 were added to the agenda.

B. ADOPTION OF MINUTES

1. Tree Protection Advisory Committee – February 16, 2021

Moved by J. Turner,
Seconded by T. Smith,
That the Tree Protection Advisory Committee adopt the minutes of the February 16, 2021 meeting.
CARRIED

C. DELEGATIONS AND PRESENTATIONS

1. Metro Vancouver Climate 2050

R. Quan, Director, Air Quality and Climate Change, and J. Emmert, Senior Planner, Parks and Environment provided a presentation on the Metro Vancouver Climate 2050 Plan. The following information was provided:

- The goal of Climate 2050 is to be a 100% carbon neutral region. The interim target is a 45% reduction in emissions from 2010 levels, by 2030.
- 10 “issue areas” such as infrastructure, energy, land-use and growth management will be addressed in the plan. Discussion papers have been prepared on these topics.
- The current modelling shows that there will only be 15% reduction in emissions by 2030, while the goal is 45%. Actions need to be put in place now to achieve the 45% goal.
- A Clean Air Plan is also being developed that will overlap with the Climate Action Plan. Both plans will prioritize to reduce greenhouse gas emissions.
- The 130 actions in the Climate 2050 Plan align with the “Big Moves” in the Township’s Climate Action Strategy.
- Metro Vancouver looks forward to continued action and collaboration with the Township.

2. Metro Vancouver Urban Forest Management

M. Pachcinski, Division Manager, Electoral Area and Environment, and E. Nichol, Regional Planner, Regional Planning and Housing Services provided a presentation on the Metro Vancouver Urban Forests and Climate Change Adaption, a tree regulation best practices toolkit. The following information was presented:

- Urban forestry is a system under stress: below ground (soil volume, soil quality, and utilities), at ground (permeability), and above ground (utilities, structures).
- Regional climate change impacts project that there will be hotter, drier summers, warmer winters, and more extreme rainfall events.
- Ecosystem services provided by trees include: carbon storage, water purification, flood control, clean air, etc.
- The Urban Forest Climate Adaption Initiative’s goal is to consider climate change as part of urban forest planning and management.

C. DELEGATIONS AND PRESENTATIONS

- The four deliverables of this initiative include: Urban Forest Climate Adaption Framework, a Design Guidebook, a Species Selection Database, and an Urban Tree List (quick reference guide).
- The purpose of the Tree Regulation Best Practices Toolkit is to serve as a resource on using regulatory tools that influence the preservation and growth of trees and tree canopy.
- The Toolkit structure includes:
    - Overview of the available regulatory approaches in BC;
    - Considerations for selecting the right tools for your community; and
    - Descriptions of each tool, including: Higher-level plans (RGS, OCP, etc.), tools regulating land use (zoning bylaw, subdivision and servicing bylaw), and tools focused on preserving the tree canopy (tree bylaws etc.).

D. REPORTS

E. CORRESPONDENCE

1. Email from M. Kurtz

The committee received the correspondence from M. Kutz regarding trees that were cut down on private property at 271A Street and 33 Avenue

2. Email from D. Kask

The committee received the correspondence from D. Kask regarding C. Johnson's letter to the editor about the removal of a Douglas Fir.

3. Letter from J. Elliott

The committee received the correspondence from J. Elliott regarding his letter to the editor about the removal of trees.

F. WORK PROGRAM

1. Revised Committee Work Program

Deferred to the April meeting.

2. Revised Strategy Process

Deferred to the April meeting.

F. WORK PROGRAM

3. Community Forest Management Strategy

The Engagement Plan, engagement materials, and a draft outline of the strategy were provided for information.

4. Community Forest Management Strategy

A. Needoba, Principal and Senior Urban Forester, Diamond Head Consulting, and C. Lefrancois, Urban Planner, Diamond Head Consulting, provided a brief overview of the planned engagement activities for the Community Forest Management Strategy. The objectives of public engagement are to inform, consult, and involve. Upcoming engagement will include:

- The Online Portal – an interactive project "hub" for project updates, information about the Township's community forest, and access to participation tools.
- A 10-minute survey to understand community values, priorities for management, satisfaction with current service levels, and willingness to pay for urban forest services.
- A mapping tool to submit forest places of value, forest place needing improvements, and photos.

Open House #1 will take place in April and be an online, live event to present the findings from inventory analysis and proposed vision, goals, and targets, answer questions, and encourage participation through the survey and mapping tool.

Discussion ensued and the following comments/questions were raised by the committee members:

- Add a comment section for questions about the Tree Protection Bylaw.
- It would be helpful to explain what the Tree Protection Bylaw covers, and what the Subdivision Bylaw covers.
- The interactive map is a good idea.
- It would be helpful to show the 1000s of acres of parks that are owned and protected by Metro Vancouver, as well as show the City of Langley municipal boundaries to avoid confusion.
- The survey will be promoted with the usual TOL process ie: a Press Release, TOL website, local newspapers, Facebook, and Twitter.
-

G. COUNCIL REFERRALS

H. OTHER BUSINESS AND ITEMS FOR INFORMATION

I. NEXT MEETING

Date: April 20, 2021
Location: via Zoom
Time: 7:00 pm

J. TERMINATE

The meeting terminated at 9:02pm.

CERTIFIED CORRECT:

Community Representative Co-Chair

Council Representative Co-Chair

Township of Langley
Est. 1873

SENIORS ADVISORY COMMITTEE

Wednesday, March 17, 2021 at 8:30pm
Via Zoom

MINUTES

Present:
E. Brett (Community Co-Chair)
Councillor P. Arnason (Council Co-Chair)

C. Eaton, L. Gates, L. George, S. Hedao, S. Martin, and G. Wong

Staff:
R. Nelson, Senior Planner
A. Penner, Community and Policy Planner
K. Stepto, Recording Secretary

A. APPROVAL AND RECEIPT OF AGENDA ITEMS

1. Seniors Advisory Committee – March 17, 2021

Moved by S. Hedao,
Seconded by L. George,
That the Seniors Advisory Committee approve the agenda and receive the agenda items of the March 17, 2021 meeting.
CARRIED

B. ADOPTION OF MINUTES

1. Seniors Advisory Committee – February 17, 2021

Moved by L. George,
Seconded by G. Wong,
That the Seniors Advisory Committee adopt the Minutes of the February 17, 2021 meeting.
CARRIED

2. Dementia-friendly Task Force Notes – February 17, 2021

Moved by L. George,
Seconded by G. Wong,
That the Seniors Advisory Committee receive the Notes of the February 17, 2021 meeting (Attachment A).
CARRIED

C. DELEGATIONS AND PRESENTATIONS

D. REPORTS

1. Co-Chair Reports

Councillor Arnason reported that the Township website will have vaccination information when it becomes available.

E. CORRESPONDENCE

F. WORK PROGRAM

1. Seniors' Week

Staff commented that Seniors' Week will take place from June 6 to June 12. Consistent with project #4 on the 2021 work plan, the Committee discussed opportunities to celebrate Seniors' Week, with consideration to the current COVID-19 public health orders and the time remaining to implement any initiatives.

It was noted that the Langley Seniors Centre will be hosting a drive-in BBQ and a Senior of the Year event on June 11. It was also noted that Langley Seniors in Action will be initiating daily events and providing a virtual concert series in partnership with the Langley Community Music School.

The following suggestions for Seniors' Week were provided for further consideration by Township staff:

- A free fitness activity in a park with a leader on a stage and the participants socially distanced on the grass.
- A nostalgia night where old movies are shown at the Twilight Drive-in Theatre.
- Encourage local coffee shops to provide a voucher for a free tea or coffee and encourage seniors to meet a friend and go for a walk in a local park.
- A formal coffee/tea time in a park setting.
- Encourage Langley Seniors in Action to record the virtual concert that is being provided by the Langley Community Music School, to be made available for viewing in the seniors' homes, and in meeting areas when gatherings are permitted.
- A seniors' dance event, if gatherings permitted at that point.
- A seniors' swim at any of the three Township pools.
- The possibility of local schools creating artwork for seniors, to be distributed through Meals on Wheels. It was noted that a similar concept was initiated by the Langley Human Dignity Coalition around the time of the first COVID-19 public health orders.

G. COUNCIL REFERRALS

H. OTHER BUSINESS AND ITEMS FOR INFORMATION

1. 2021 Work Plan

The approved 2021 Work Plan was provided for information.

I. NEXT MEETING

Date: April 21, 2021
Location: via Zoom
Time: 8:30 pm

J. TERMINATE

Moved by S. Hedao,
Seconded by L. George,
That the meeting terminate at 9:00pm.
CARRIED

CERTIFIED CORRECT:

Community Representative Co-Chair

Council Representative Co-Chair

TOWNSHIP OF LANGLEY
AGE- AND DEMENTIA-FRIENDLY ACTION PLAN

DEMENTIA-FRIENDLY TASK FORCE MEETING #2 MEETING NOTES

Wednesday, February 17, 2021 from 7:00pm to 8:30pm via Zoom

In Attendance:
Councillor Arnason, Councillor Ferguson, S. Aziz, E. Brett, K. Brown, C. Eaton, L. Gates, L. George, S. Hedao, S. Martin, C. Munnalall, R. Oren, S. Soheili, and G. Wong

Facilitators and Presenters:
S. Dyer, BC Healthy Communities; A. Penner, Community and Policy Planner; M. Larson, Consultant; P. Ward, Strategic/Social Planner

Summary Notes:

1. Welcome and introductions

M. Larson welcomed everyone to the meeting and introduced S. Dyer, Community Well-being and Age-friendly Specialist, BC Healthy Communities.

2. Introduction to equity

S. Dyer, BC Health Communities, provided a presentation regarding applying an equity lens to age-friendly planning. The following information was provided:

- Equity is the fair distribution of opportunities, power, and resources to meet the needs of all people, regardless of age, ability, income, education level, culture, or background.
- When using an equity lens, communities must consider who benefits from the impact of a given decision and who is negatively impacted. Questions to consider throughout the decision-making process include:
    - Who is benefiting from this initiative/policy/program?
    - Who will/may be excluded from these benefits? Why? What contributes to this exclusion?
    - What can we do differently to ensure inclusion?
    - Have important decisions been made with direct input of those who will be most affected by that decision?
    - From whose perspective are you evaluating the “success” of your project or policy?

- Importance of an equity lens in age-friendly planning:
    - It considers disparities in lived experiences of older adults;
    - It helps identify key stakeholders and those with lived experience; and
    - Equity benefits everyone.

Discussion ensued on the following topics:

- The challenges faced by local governments having limited resources that must be allocated among different community groups, and the opportunities to identify overlapping needs and enhance community capacity
- Integrating Indigenous perspectives and considering past injustices

The presentation slides are attached to these meeting notes as Attachment 1.

3. Draft Dementia-friendly Task Force work plan

P. Ward reviewed the work plan, noting the general timeline and the proposed role of the Task Force within each project activity. Members were encouraged to attend the Dementia Friendly Virtual Forum on February 23.

In regards to future meetings with brainstorming sessions, the members requested examples from other communities, such as vision statements, in advance of the meetings.

A question was raised and discussed regarding opportunities for actions that prevent dementia. While there is no proven method to prevent dementia, the action planning process could consider opportunities to minimize the risk factors and promote lifestyle choices that benefit physical and mental health.

4. Draft survey

M. Larson indicated that the draft community survey was distributed with the agenda package for the members to review. The following questions and comments were provided and discussed:

- Question B.3 – can the multiple choice options be reworded as follows: more than before, as much as before, and less than before the pandemic?
- Question C.3 – minor typo in one of the responses.
- Questions D.3 and D.4 – could best practice examples be provided for survey respondents?
- Is there an opportunity to distribute the survey in the local newspaper and in doctor’s offices?

5. Next steps

M. Larson noted that the next steps for the project include the Dementia Friends Virtual Forum and the launch of the survey in online and paper form.

Attachments

1. Applying an equity lens in age-friendly planning presentation slides

Next Meeting

March 17, 2021

Applying an equity lens in Age-friendly planning

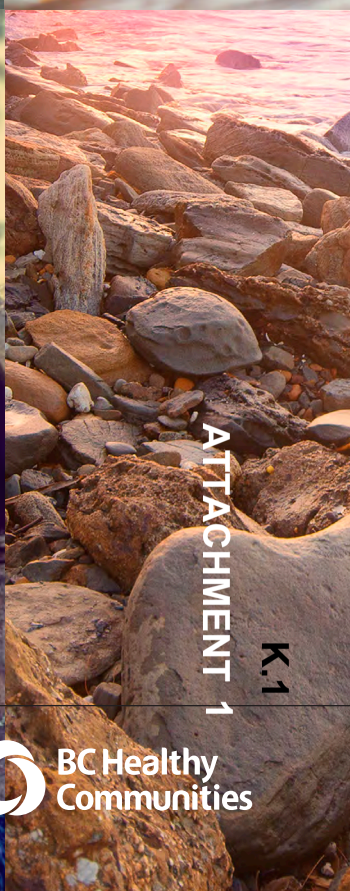












BC Healthy Communities

people • place • potential

BC Healthy Communities

Introductions



Sarah Dyer

Community Well-being &
Age-friendly Specialist
BC Healthy Communities

About BC Healthy Communities

BC Healthy Communities Society is a province-wide not-for-profit that facilitates the ongoing development of healthy, thriving and resilient communities.

We at BC Healthy Communities Society (BCHC) believe that it is possible—and necessary—to create communities where it's easy for citizens to be healthy and well.

We operate at the intersection between planning and community well-being.

About Age-friendly Capacity Building

- Supports local government engagement and partnerships across sectors for creating Age-friendly Communities

- Working together with health authorities, the Ministry of Health and UBCM



The purpose of the session today is to:

1. Understand more about equity
2. Understand what it means to Langley's Age-friendly initiative process








Today's Agenda

1. Characteristics of Age-friendly Communities
2. What is equity?
3. What is an equity lens?
4. Why is it important in Age-friendly planning?








Age-friendly Communities

- Offer accessible and inclusive physical and social environments for older adults
- Age-friendly Communities benefit everyone in the community
- Achieved through multi-sectoral collaboration and diverse and inclusive engagement










8 features of Age-friendly Communities:

1. Outdoor spaces and buildings
2. Transportation
3. Housing
4. Social participation
5. Respect and social inclusion
6. Civic participation and employment
7. Communication and information
8. Community support and health services

What is equity?

Equity is the fair distribution of opportunities, power, and resources to meet the needs of all people, regardless of age, ability, gender, income, education level, culture or background.



The social determinants of health

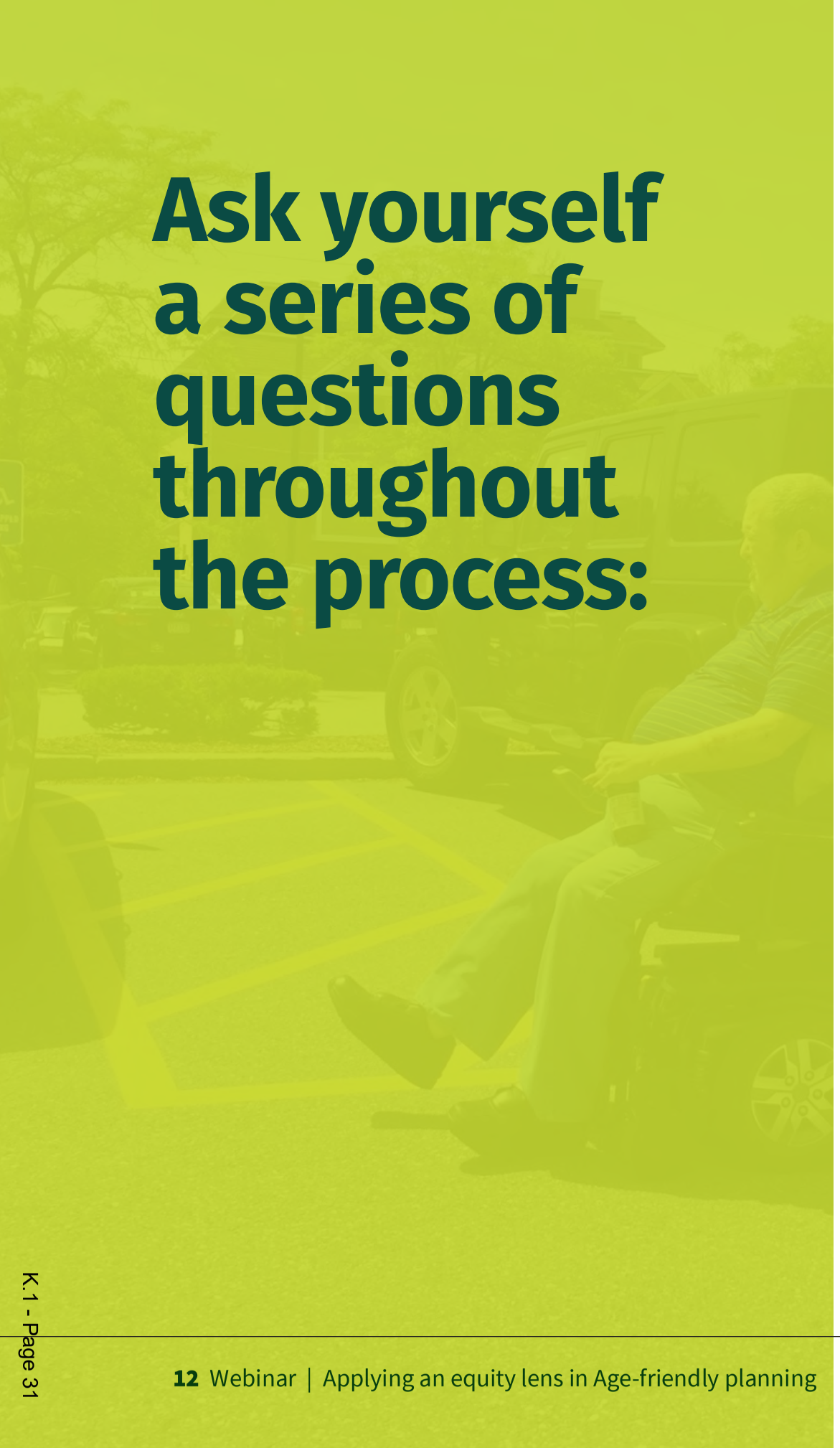
- Income and Income Distribution/ Classism
- Education, Unemployment and Job Security
- Employment and Working Conditions
- Early Childhood Development
- Food Insecurity
- Housing
- Social Safety Network
- Social Exclusion
- Health Services
- Aboriginal Status/Colonialism
- Gender/Sexism
- LGBTQ2S+/Heterosexism
- Disability/Ableism
- Race/Racism

About 75% of our health outcomes in life are actually determined by external factors, including these social determinants.

Using an equity lens

Consider: Who benefits from the impact of a given decision? Who is negatively impacted?





Ask yourself a series of questions throughout the process:

1. Who is benefiting from this initiative/ policy/program?
2. Who will/may be excluded from these benefits? Why? What contributes to this exclusion?
3. What can we do differently to ensure inclusion?
4. Have important decisions been made with direct input of those who will be most affected by that decision?
5. From whose perspective are you evaluating the “success” of your project or policy?

Applying an equity lens in Age-friendly Communities



Why is an equity lens important in Age-friendly planning?

1. It considers disparities in lived experiences of older adults
2. Identifying key stakeholders, importantly those with lived experience
3. Equity benefits everyone

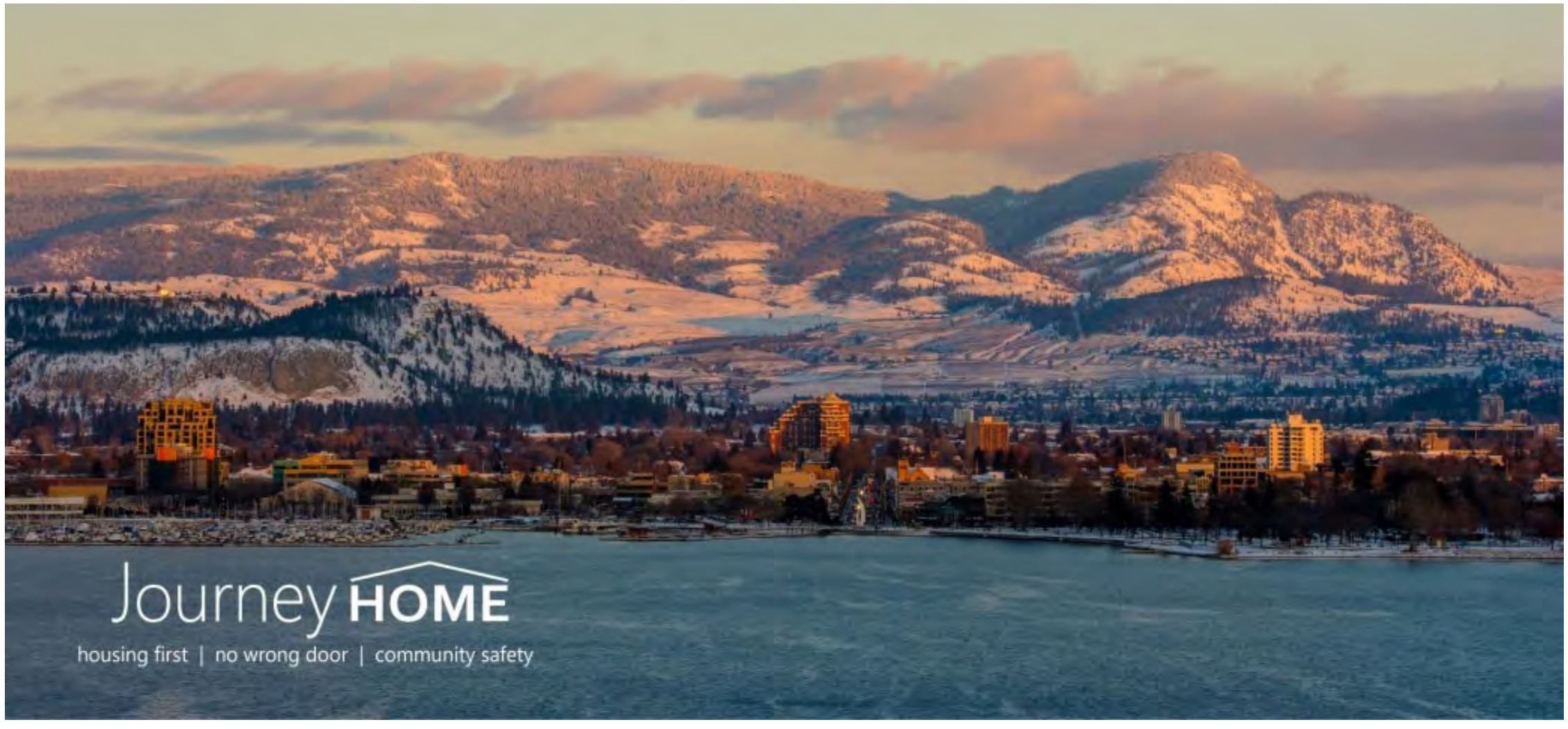
Curb-Cut Effect

The Curb-Cut Effect is a vibrant illustration of how laws and programs designed to benefit vulnerable groups, such as those living with a disability or people of color, often end up benefiting all.[1]

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1 https://www.policylink.org/resources-tools/curb-cut-effect#:~:text=The%20Curb%2DCut%20Effect%20is,we%20rise%20or%20fall%20together

Lived experience commitment to community engagement



2 https://planh.ca/success-stories/kelownas-lived-experience-commitment-healthy-community-engagement

Capturing lived experience expertise



Discussion

Thank you for participating.

Sarah Dyer
Community Well-being and
Age Friendly Specialist
sarah@bchealthycommunities.ca

Township of Langley

Est. 1873

PARCEL TAX ROLL REVIEW PANEL TO CONSIDER THE 2021 PARCEL TAX ROLL

Thursday, March 18, 2021, at 2:00pm
Fraser River Presentation Theatre
4th Floor, 20338 – 65 Avenue, Langley, BC

MINUTES

Clerk's Note: The meeting was conducted with all attendees attending electronically as per Ministerial Order 192/2020.

PRESENT:
Mayor J. Froese
Councillor P. Arnason
Councillor K. Richter

STAFF:
Kim Kenward, Municipal Collector
Sam Nam, Deputy Director of Finance
Sandra Ruff, Director of Finance
Richard Welfing, Engineering Services Manager
Wendy Bauer, Township Clerk

A. APPOINTMENT OF CHAIR

MOTION
Moved by Councillor Richter,
Seconded by Councillor Arnason,
That Mayor Froese be appointed Chair of the 2021 Parcel Tax Roll Review Panel.
CARRIED

The meeting was called to order.

B. SUBMISSION BY ANY PERSONS PRESENT CONCERNING ROLLS

Peter Kravchuke, Burg Properties Limited, spoke concerning 9103 Glover Road. Mr. Kravchuke advised that he did not believe he should be included in the 2021 Parcel Tax Roll as the wires that were installed were not installed underground for his property as originally planned.

C. CORRESPONDENCE RECEIVED CONCERNING THE ROLLS

Correspondence from Peter Kravchuke, Burg Properties Limited was received.

D. RESOLUTION OF THE PARCEL TAX ROLL REVIEW PANEL TO AMEND THE ROLLS, IF REQUIRED

The Municipal Collector advised that there were no amendments to be made to the Rolls for 2021.

E. INITIALING OF AMENDMENTS ON THE ROLL IN RED INK AND INITIALING OF AMENDMENTS SIGNING OF THE ROLLS

There were no amendments made to the Rolls for 2021.

F. RESOLUTION OF PARCEL TAX ROLL REVIEW PANEL TO CONFIRM AND AUTHENTICATE THE ROLLS

Moved by Councillor Arnason,
Seconded by Councillor Richter,
That the Parcel Tax Roll Review Panel confirms and certifies the Parcel Tax Assessment Roll, as presented.
CARRIED

G. SIGNING OF CERTIFICATE OF AUTHENTICATION BY THE PANEL MEMBERS

The Certificate of Authentication will be signed by Mayor Froese and Councillor Arnason immediately following the Termination of the meeting due to COVID-19 protocols. (see Attachment A).

H. TERMINATION

Moved by Councillor Arnason,
Seconded by Councillor Richter ,
That the meeting terminate at 2:22pm.
CARRIED

CERTIFIED CORRECT:

Chair: Mayor Froese
Parcel Tax Roll Review Panel

ATTACHMENT A

THE CORPORATION OF THE TOWNSHIP OF LANGLEY

2021 PARCEL TAX ROLL TO BE CERTIFIED

2021 Parcel Tax Roll

Local Area Services

Bylaw No.:	Description	
4959	underground conversion from existing overhead wiring	Glover Road and Mavis Avenue

Township of Langley

Est. 1873

THE CORPORATION OF THE TOWNSHIP OF LANGLEY

CERTIFICATE

2021 PARCEL TAX ROLL

This parcel tax roll (or this parcel tax assessment roll as amended) for the following Bylaw is hereby confirmed by the Parcel Tax Roll Review Panel of the Corporation of the Township of Langley, and, except as may be amended on further appeal, is hereby certified to be the parcel tax assessment roll for the above purposes.

2021 Parcel Tax Roll

Construction Bylaw No	Description	No. of Parcels	Total Actual Frontage Meters	Total Taxable Frontage meters
LAS Bylaw No. 4959	Fort Langley Undergrounding	77	2782.8750 Meters	1121.6689 Meters

Dated March 18, 2021

Jack Froese, Mayor

Petrina Arnason, Councillor

Township of Langley
Est. 1873

COUNCIL POLICY

Subject:	**Developer Held Public Information Meetings**	**Policy No:**	**07-164**
		Approved by Council:	**2016-03-07**
		Revised by Council:	**2016-05-30**

1. Purpose

1.1 To set out the criteria, logistics and reporting requirements for developer held public information meetings**.**

2. Background

2.1 Developers conduct public information meetings on their own initiative or at the request of the Community Development Division. The main purpose of such meetings is to provide information about their proposed development to the public and to obtain feedback so that issues and concerns can be identified and addressed early in the development approval process. When holding public information meetings, the proponents should observe and comply with the guidelines included in this Policy

3. Related Policy

3.1 N/A

4. Policy

4.1 MEETING CRITERIA

Applicants for the following types of development applications are required to hold a Public Information Meeting prior to presentation of the application to Council:

- Official Community Plan Amendment;
- Zoning Amendment;
- Development Variance Permit;
- Land Use Contract Amendment / Discharge

Additional application types may be required to hold a Public Information Meeting at the discretion of the General Manager, Engineering and Community Development. The General Manager, Engineering and Community Development may also waive the requirement based on the minor nature of a specific application.

4.2 MEETING LOGISTICS

<u>Notice</u>

Notice of meetings should be distributed consistent with the requirements of Township of ‘Langley Development Application Fee Bylaw 1987 No. 2470’ as amended. Applicants may choose to cover a larger area under certain circumstances, for example, when the proposal has wider implications.

The Community Development Division will provide applicants with the mailing addresses of property owners and occupants as well as mailing labels, if requested (at the proponents cost). The meeting notice should be sent by mail through Canada Post or through a courier company engaged exclusively to serve notice of the proposed development. The notice should be distributed 10 to 14 days in advance of the meeting date and shall contain the following information:

- Time and date of meeting;
- Place of meeting;
- Purpose of meeting including a description of the proposal;
- Map and description of lands that are subject of the meeting;
- Applicant contact information

The meeting is also to be advertised in at least two consecutive issues of a local newspaper (distributed throughout the Township) the last publication to occur not less than three and not more than ten days before the meeting. The notice shall be at least 7.5 cm by 18.5 cm in size, located in the main (non-classified) portion of the newspaper and include the following information:

- Time and date of meeting;
- Place of meeting;
- Purpose of meeting including a description of the proposal;
- Map and description of lands that are subject of the meeting;
- Applicant contact information

The applicant shall post notice of meeting information on their corporate website, where possible.

The applicant shall provide the Township with copies of notification materials in advance of the notice being provided.

Time and Date

Meetings should be held in, or extended into, the evening on weekdays so that members of the public who work during the daytime may attend. Meetings during weekends, holidays and special seasons should be avoided.

Applicants are required to discuss the timing of the meeting with the Community Development Division and agree upon the appropriate scheduling of the meeting.

Location

The meeting should be held in a suitable accessible location to accommodate and provide information to all owners and occupants within the notification area of the subject site. Preferably, the location should be in close proximity to the subject site. Appropriate venues include community halls, schools and places of worship.

Format

The format of the meeting should include, but is not limited to, a combination of the following options:

- Open house;
- Presentation;
- Display;
- Small group discussion;
- Question and answer period;
- Feedback forms /Questionnaire Survey

The use of creative engagement tools is also encouraged.

The applicant must make available for review all relevant appropriate plans, studies, and technical information regarding the proposal.

A sign-in sheet shall be available at the meeting to record the number of attendees.

The applicant shall involve appropriate consultants at the public information meeting as organizers, resource persons and/or facilitators.

A representative from the Community Development Division, shall attend the meeting as an observer, respond to any questions regarding the application process and/or specific Township bylaws / policies and to verify accurate collection and analysis of input gathered.

4.3 MEETING REPORTING

The applicant is required to provide a record of the meeting to Community Development Division not less than three weeks prior to the presentation of the application to Council. The results shall be submitted in summary report format (to be advanced to Council as an Appendix to the staff report) and should include the following information:

- Sign-in sheet from the meeting;
- Completed feedback / questionnaire forms;
- Summary of comments received;
- Discussion of how any issues / concerns identified from the meeting and/or feedback forms are addressed in the project.