AGENDA - COMMITTEE OF THE WHOLE

Thursday, July 11, 2019, 9:00 A.M.

COUNCIL CHAMBERS, CITY HALL, 1 CENTENNIAL SQUARE

The City of Victoria is located on the homelands of the Songhees and Esquimalt People

Pages

A. APPROVAL OF AGENDA

B. CONSENT AGENDA

C. READING OF MINUTES

C.1 Minutes from the meeting held June 27, 2019 1

C.2 Minutes from the Council Town Hall held June 21, 2019 17

C.3 Minutes from the meeting held June 20, 2019 20

D. Presentations

D.1 City of Victoria Youth Council 2018/19 Report 31

A report and presentation from the City of Victoria Youth Council detailing their Year in Review and accomplishments.

E. UNFINISHED BUSINESS

F. LAND USE MATTERS

F.1 2960 Bridge Street - Application to Adjust a Lounge Endorsement to a Manufacturer's License (Brewing) for Ile Sauvage (Burnside) 54

A report regarding the proposed application by Ile Sauvage Brewing to adjust their lounge endorsement to have hours of operation from 11:00 a.m. to 12:00 a.m. daily, and an occupant load of 60 persons.

G. STAFF REPORTS

G.1 Victoria Housing Strategy Phase Two: 2019-2022 75

A report providing Council with an update to the Victoria Housing Strategy 2016-2025.

Attachment 2 to follow.

Victoria Housing Reserve Fund Guidelines Update

Motion referred from the July 4 COTW Meeting:

That Council direct staff to:

1. Continue considering Victoria Housing Reserve Fund applications based on gross new units in redevelopment projects.

G.2 Business Improvement Area - Alternative Approval Process Results 161

A report regarding the proposed Business Improvement Area Bylaw, 2019, Bylaw No. 19-045, and that it be presented to Council for consideration of adoption.

G.3 Royal Theatre and McPherson Theatre Service Establishment Bylaws 200

A report regarding the CRD Board's request for consideration of consenting to the adoption of the two Service establishment Amendment Bylaws addressing the taxation methodology for the Royal Theatre Service and the McPherson Theatre Service.

H. NOTICE OF MOTIONS

H.1 Appointment of an Alternate to the CRD Arts Commission

A Notice of Motion from Councillor Loveday:

"That Council appoint an alternate to the CRD Arts Commission"

I. NEW BUSINESS

I.1 Establishing a Lobbying Regulation System for Municipal Government 220

A Council Member Motion regarding the proposed creation of a lobbying regulation system for municipal governments.

I.2 Bill 21 Secularism Legislation 221

A Council Member Motion proposing support in principle to the National Council of Canadian Muslims (NCCM) and the Canadian Civil Liberties Association (CCLA) in their legal challenge against Bill 21 in Quebec.

J. ADJOURNMENT OF COMMITTEE OF THE WHOLE

MINUTES - COMMITTEE OF THE WHOLE

June 27, 2019, 9:00 A.M.
COUNCIL CHAMBERS, CITY HALL, 1 CENTENNIAL SQUARE
The City of Victoria is located on the homelands of the Songhees and Esquimalt People

PRESENT: Mayor Helps in the Chair, Councillor Alto, Councillor Isitt, Councillor Loveday, Councillor Potts, Councillor Collins, Councillor Thornton-Joe, Councillor Dubow, Councillor Young

STAFF PRESENT: J. Jenkyns - City Manager, C. Coates - City Clerk , C. Royle – Deputy Fire Chief, S. Thompson - Deputy City Manager / Director of Finance, F. Work - Director of Engineering & Public Works, T. Soulliere - Director of Parks, Recreation & Facilities, B. Eisenhauer - Head of Engagement, C. Havelka - Deputy City Clerk, A. Meyer - Assistant Director of Development Services, A. Hudson - Acting Director of Sustainable Planning & Community Development, C. Mycroft - Manager of Executive Operations, T. Zworski - City Solicitor, J. Karakas - Senior Urban Designer, N. Reddington - Senior Cultural Planner, P. Bellefontaine - Assistant Director, Transportation, M. Heiser - Committee Secretary, R. Rantucci – Head of Strategic Real Estate

A. APPROVAL OF AGENDA

Moved By Councillor Collins
Seconded By Councillor Potts

That the agenda be approved.

Amendment:

Moved By Councillor Potts
Seconded By Councillor Collins

That the Agenda of the June 27, 2019, Committee of the Whole meeting be amended as follows:

Consent Agenda:

C.1 Minutes from the meeting held June 13, 2019

E.1 1661 Burton Avenue – Rezoning Application No. 00692 (Oaklands)

E.4 Application to Change Hours of Licensed Service for Clark & Co. at 1002 Blanshard Street (Downtown)

F.5 License for Use of Federal Property Agreement – Department of National Defense

That item E.2: 1302 Finlayson Street – Rezoning Application No. 00687, Development Permit with Variance Application No. 00546 (Hillside/Quadra) be removed from the agenda as per the Applicant's request.

CARRIED UNANIMOUSLY

Main Motion as amended:

CARRIED UNANIMOUSLY

B. CONSENT AGENDA

That the following items be approved without further debate:

C.1 Minutes from the meeting held June 13, 2019

Moved By Councillor Collins
Seconded By Councillor Potts

That the minutes from the meeting held June 13, 2019 be adopted.

CARRIED UNANIMOUSLY

E.1 1661 Burton Avenue - Rezoning Application No.00692 (Oaklands)

Committee received a report dated June 13, 2019 from the Acting Director of Sustainable Planning and Community Development proposing to allow for rezoning from a RB-1 Zone to a site-specific zone in order to permit a daycare for more than eight children within a house conversion.

Moved By Councillor Collins
Seconded By Councillor Potts

That Council instruct staff to prepare the necessary Zoning Regulation Bylaw Amendment that would authorize the proposed development outlined in Rezoning Application No. 00692 for 1661 Burton Avenue, that first and second reading of the Zoning Regulation Bylaw Amendment be considered by Council and a Public Hearing date be set once the following condition is met:

1. Preparation and execution of a Statutory Right-of-Way of 1.21m off Shakespeare Street and 1.17m off the laneway.

CARRIED UNANIMOUSLY

DRAFT

E.4 Application to Change Hours of Licensed Service for Clark & Co. at 1002 Blanshard Street (Downtown)

Committee received a report dated May 17, 2019 from the Acting Director of Sustainable Planning and Community Development proposing to allow the change hours of licensed service associated with a food primary license.

Moved By Councillor Collins
Seconded By Councillor Potts

That Council direct staff to provide the following response to the Liquor Licensing Agency:

Council, after conducting a review with respect to noise and community impacts, does support the application of Clarke & Co., located at 1002 Blanshard Street, to adjust hours of licensed service to 9:00 am to 1:00 am daily, with an occupant load of 32 persons.

Providing the following comments on the prescribed considerations:

a. The impact of noise on the community in the vicinity of the establishment has been considered in relation to the request, and assumptions are the noise impacts would be negligible based on experience with the operator, and nature of the request. The requested hours of operation in conjunction with the existing occupant load are not expected to result in negative impacts to the community.

b. If the application is approved, the impact on the community is expected to be positive economically as the approval supports the business plan and long term viability of the establishment. The business model embraces the combination of small occupant load and high quality of offerings, and provides a unique contribution to the richness, and diversity of offerings in the area.

c. The views of residents were solicited via a mail out which included 249 letters to neighbouring property owners and occupiers within 100 metres of the licensed location and a notice posted at the property. The City received two letters in response to the request, both of which supported or had no objection to the application.

d. Council recommends the license be approved.

CARRIED UNANIMOUSLY

F.5 License for Use of Federal Property Agreement - Department of National Defence

Committee received a report dated June 14, 2019 from the Fire Chief seeking Council approval for a five-year renewal of the original agreement approved by Council at the Governance and Priorities meeting of August 13, 2013.

Moved By Councillor Collins
Seconded By Councillor Potts

That Council authorize the Mayor and City Clerk to execute an agreement with the Department of National Defence to:

1. Access through licence, the property located at Workpoint, Canadian Forces Base Esquimalt, Township of Esquimalt and, permission to use the land for staff training in practical application of structural collapse and technical rescue training. This agreement supersedes the original "property use" agreement approved by Governance and Priorities Committee of August 13, 2013. and;

2. Request authorization from Council for the delegated right to renew or extend this licence after the end of its term on substantially the same terms and conditions, subject to review and approval of the Fire Chief and the City Solicitor.

CARRIED UNANIMOUSLY

C. LAND USE MATTERS

E.3 2915 Douglas Street - Temporary Use Permit Application No. 00014 (Burnside)

Committee received a report dated June 13, 2019 from the Acting Director of Sustainable Planning and Community Development proposing to temporarily permit 25 units of supportive rental housing and a 22-bed substance use treatment facility in the existing building.

Moved By Councillor Isitt
Seconded By Councillor Potts

That Council after giving notice and allowing an opportunity for public comment at a meeting of Council, consider the following motion:

"That Council authorize the issuance of Temporary Use Permit Application No. 00014 for 2915 Douglas Street, in accordance with:

1. Plans date stamped May 17, 2019.

2. Development meeting all *Zoning Regulation Bylaw* requirements, except for the following variances:

    i. reduce the required number of parking spaces from 60 to 40.

3. Registration of a Section 219 Covenant on the adjoining properties located at 2905 and 2909 Douglas Street and 720, 730 and 740 Topaz Avenue to secure an additional 20 parking spaces in order to comply with the parking requirement for the proposed uses in the existing building at 2915 Douglas Street, to the satisfaction of the Director of Engineering and Public Works."

4. The Temporary Use Permit lapsing three years from the date of this resolution."

CARRIED UNANIMOUSLY

D. STAFF REPORTS

F.1 Garden Suite Program Review and Next Steps

Committee received a report dated June 13, 2019 from the Acting Director of Sustainable Planning and Community Development providing an update on the Garden Suite Program seeking Council's direction.

Committee discussed:

- The fees and incentives relating to this program.
- How this program is associated with the Housing Strategy

Moved By Councillor Isitt
Seconded By Mayor Helps

That this matter be referred to the Housing Strategy update.

CARRIED UNANIMOUSLY

F.2 Project Update: Waterfront Public Realm Initiative

Committee received a report dated June 20, 2019 from the Director of Parks, Recreation and Facilities regarding an update on the public realm projects along with waterfront area, associated with the replacement of the Johnson Street Bridge.

Moved By Councillor Thornton-Joe
Seconded By Mayor Helps

That Council receive this report for information.

CARRIED UNANIMOUSLY

F.3 Johnson Street Bridge and Bastion Square Public Art Report

Committee received a report dated May 9, 2019 from the Head of Business and Community Relations detailing new information received on public art regarding Triangle Island and Bastion Square.

Councillor Collins left the meeting at 10:54 a.m. and returned at 10:56 a.m.

Moved By Councillor Loveday
Seconded By Mayor Helps

That Council:

1. Decline proceeding with the Orca Project in Triangle Island.
2. Approve the Welcome Pole request from Bastion Square Revitalization Association funded by the funds held in trust for the Bastion Square Revitalization Association.

3. Direct staff to hold a new design competition funded from the $250,000 public art budget within the Johnson Street Bridge project.
4. Direct staff to relocate Commerce Canoe to Triangle Island.

CARRIED UNANIMOUSLY

Councillor Collins left the meeting at 10:57 a.m.

Committee recessed 10:57 a.m. and reconvened at 11:03 a.m.

F.4 709/711 Douglas Street (CityStudio Victoria)

Committee received a report dated June 6, 2019 from the Head of Business and Community Relations regarding the proposal to return 709/711 Douglas Street to the Real Estate portfolio as a new lease opportunity.

Moved By Councillor Young

That Council authorizes the use of 709/711 Douglas Street, known as 'CityStudio Victoria', be returned to the Real Estate revenue portfolio.

Failed to proceed due to no seconder

Moved By Mayor Helps
Seconded By Councillor Potts

That Council direct staff to report back on options for maintaining 709/711 Douglas Street as a community use space using existing resources or alternate model of delivery.

Amendment:

Moved By Councillor Isitt
Seconded By Councillor Thornton-Joe

That Council direct staff to report back on options for maintaining 709/711 Douglas Street, **or another space,** as a community use space using existing resources or alternate model of delivery.

Mayor helps ruled the above amendment out of order.

On the Motion:

FOR (7): Mayor Helps, Councillor Alto, Councillor Dubow, Councillor Isitt, Councillor Potts and Councillor Thornton-Joe

OPPOSED (1): Councillor Young

CARRIED (7 to 1)

E. NEW BUSINESS

H.1 UBCM Motion to Allow Incorporated Municipalities to Institute Safe Speed Zones in Residential Areas

Committee received a report dated June 13, 2019 from the Mayor regarding the UBCM motion to allow incorporated municipalities to institute safer speed zones in residential areas.

Councillor Loveday left the meeting at 11:31 a.m.

Moved By Mayor Helps
Seconded By Councillor Potts

That Council, with Vancouver, co-submit the below motion for consideration at UBCM, to be held in September, 2019:

WHEREAS currently, the Motor Vehicle Act ("MVA") stipulates a speed limit of 50 kilometers per hour ("km/h") within city limits;

WHEREAS the probability of pedestrian survival is about 90% if struck by a motor vehicle travelling at 30 km/h, while survival is reduced to 20% if struck by a motor vehicle travelling at 50 km/h;

WHEREAS lower speed limits are more compatible with active transportation, and create safer, better engaged, healthier and more inclusive communities;

WHEREAS in 2015, the BC Road Safety Strategy set out the goal of zero traffic fatalities and serious injuries and discussed safe speeds. In 2016, the Provincial Health Officer's Annual Report also recommended a 30 km/h speed limit in urban areas;

WHEREAS in June 2016, as part of its position paper, Modernizing the BC Motor Vehicle Act, the British Columbia-based Road Safety Law Reform Group recommended: "A default provincial speed limit of 30 km/h for local (no centre line) streets should be included in the Motor Vehicle Act, with municipalities enabled to increase speed limits on local streets in a case by-case basis by by-law and posted signage.";

WHEREAS in 2018, the provincial government's B.C. Community Road Safety Toolkit recommended lower speed limits in downtown areas and residential roads; and under the Motor Vehicle Act, changes to default speed limits require street-by-street, block-by-block posted signage which could otherwise incur significant expense for local governments;

THEREFORE BE IT RESOLVED that the Minister of Transportation and Infrastructure be asked to consider an amendment to the Motor Vehicle Act that would allow incorporated municipalities to institute blanket speed zones in residential areas.

CARRIED UNANIMOUSLY

Councillor Loveday returned to the meeting at 11:36 a.m.

H.2 Peer Informed Task Force and Mental Health and Addictions Strategy

Committee received a report dated June 20, 2019 from Councillor Alto, Councillor Potts, and Councillor Loveday regarding the proposed initiatives and recommendations of the Peer Informed Task Force and Mental Health and Addictions Strategy.

Moved By Councillor Potts
Seconded By Councillor Alto

1. That Council re-name the Task Force and following Strategy as a 'Community Wellness Peer-Informed Task Force and Strategy' to reflect its evidenced-based emphasis on community wellness related to mental wellness and addictions.
2. That Council appoint Councillor Loveday as a third Councillor member of the Task Force.
3. That Council approve the draft Terms of Reference, attached (Attachment A).
4. That Council approve up to $25,000 from Contingencies, and as allowed under the City's Purchasing Policy, direct the City Manager to partner with the University of Victoria to undertake a 'scoping rapid review' of comparable jurisdictions' efforts to take meaningful action on a municipal mental wellness and addictions strategy, and that such a review delivers a 'map of the field of program' on which the City can base a local strategy informed by those affected by mental wellness and addictions, their peers and allies.
5. That Council approve up to $7,500 from Contingencies to accommodate honouraria for community participants in the Task Force.

CARRIED UNANIMOUSLY

H.3 Tax Relief for the Royal Canadian Legion Trafalgar Pro Patria Branch 292

Committee received a report dated June 20, 2019 from Councillor Alto and Councillor Thornton-Joe regarding the proposal to provide an immediate grant to the Royal Canadian Legion Trafalgar Pro Patria Branch No. 292 and to consider subsequent grants be included in annual budget considerations.

Moved By Councillor Alto
Seconded By Councillor Thornton-Joe

1. That Council provide an immediate grant to the Royal Canadian Legion Trafalgar Pro Patria Branch No. 292, in the amount of $36,481.12, to be paid from the 2019 contingency.

2. That in future years Council consider, as part of its annual budget deliberations, subsequent grants to the Royal Canadian Legion Trafalgar Pro Patria Branch No. 292 of $40,000 in 2020, with the annual amount rising by $5,000 in each subsequent year, until 2025, whereupon this custom will be reviewed.

3. That the Mayor, on behalf of Council, write to the province urging them to consider a province-wide policy and/or legislative change to enable the BC Assessment Authority or other relevant agencies to fully exempt all Legions in British Columbia from payment of property taxes.

Councillor Isitt requested that the motion be separated.

Moved By Councillor Alto
Seconded By Councillor Thornton-Joe

1. That Council provide an immediate grant to the Royal Canadian Legion Trafalgar Pro Patria Branch No. 292, in the amount of $36,481.12, to be paid from the 2019 contingency.

CARRIED UNANIMOUSLY

Moved By Councillor Alto
Seconded By Councillor Thornton-Joe

2. That in future years Council consider, as part of its annual budget deliberations, subsequent grants to the Royal Canadian Legion Trafalgar Pro Patria Branch No. 292 of $40,000 in 2020, with the annual amount rising by $5,000 in each subsequent year, until 2025, whereupon this custom will be reviewed.

Amendment:

Moved By Councillor Dubow
Seconded By Councillor Alto

That Council authorize a grant in aid in an amount equivalent to the taxes payable for the Class 8, Recreation – Non Profit taxable assessment for the property.

Committee discussed the classes of tax under the BC Assessment Authority and tax exemptions.

Motion to Refer:

Moved By Councillor Young
Seconded By Councillor Isitt

DRAFT

That this matter be referred to the Committee meeting when Finance presents the exemptions for 2020.

CARRIED UNANIMOUSLY

Motion Arising:

Moved By Councillor Alto
Seconded By Councillor Thornton-Joe

That Council submit the following motion for consideration at UBCM, to be held in September, 2019:

WHEREAS Royal Canadian Legion Branches around British Columbia have a history of community service, neighbourhood social service partnership, and are active contributors to their host municipalities and residents, including those with and without past or current military service;

WHEREAS most BC municipalities in which a Legion branch exists offer a mechanism to relieve tax payment, but do so in a variety of different ways (e.g. grants to offset tax payments, or exemptions based on different classes of assessments as defined and allowed by BC Assessment, or classifications of use etc.);

WHEREAS exemption applications to municipalities depend on widely variable municipal policies and consideration of differential tax assessments;

WHEREAS unexpected increases in property tax assessment jeopardize the future sustainability and operational capacity of Legion branches;

THEREFORE BE IT RESOLVED that the British Columbia Minister of Municipal Affairs and Housing be asked to work with the BC Assessment Authority and any other relevant agencies to consider a province wide policy and/or legislative change needed to fully exempt Legions in British Columbia from payment of property taxes.

Amendment:

Moved By Councillor Young
Seconded By Councillor Isitt

THEREFORE BE IT RESOLVED that the British Columbia Minister of Municipal Affairs and Housing be asked to work with the BC Assessment Authority and any other relevant agencies to consider a province wide policy and/or legislative change needed to ~~**fully**~~ **exempt** Legions in British Columbia from ~~**payment of property taxes**~~ **paying property taxes in a manner proportionate to the use of the facilities to fulfil public or charitable purposes.**

FOR (3): Councillor Dubow, Councillor Isitt and Councillor Young

OPPOSED (5): Mayor Helps, Councillor Alto, Councillor Loveday, Councillor Potts and Councillor Thornton-Joe

DEFEATED (3 to 5)

Amendment:

Moved By Councillor Alto
Seconded By Councillor Loveday

THEREFORE BE IT RESOLVED that the British Columbia Minister of Municipal Affairs and Housing be asked to work with the BC Assessment Authority and any other relevant agencies to consider a province wide policy and/or legislative change needed to ~~**fully**~~ exempt Legions in British Columbia from payment of property taxes.

CARRIED UNANIMOUSLY

Amendment:

Moved By Mayor Helps
Seconded By Councillor Alto

THEREFORE BE IT RESOLVED that the British Columbia Minister of Municipal Affairs and Housing be asked to work with the BC Assessment Authority and any other relevant agencies to consider a province wide policy and/or legislative change needed to ~~**exempt**~~ **explore exemptions for** Legions in British Columbia from payment of property taxes.

DEFEATED UNANIMOUSLY

Amendment:

Moved By Councillor Isitt
Seconded By Councillor Young

THEREFORE BE IT RESOLVED that the British Columbia Minister of Municipal Affairs and Housing be asked to work with the BC Assessment Authority and any other relevant agencies to consider a province wide policy and/or legislative change needed to **empower local governments to consider exempting** Legions in British Columbia from payment of property taxes.

DEFEATED UNANIMOUSLY

Amendment:

Moved By Councillor Loveday
Seconded By Mayor Helps

THEREFORE BE IT RESOLVED that the British Columbia Minister of Municipal Affairs and Housing be asked to work with the BC Assessment Authority and any other relevant agencies to consider a province wide policy and/or legislative change needed to ~~**fully**~~ **provide exemptions to** Legions in British Columbia from payment of property taxes.

Amendment to the amendment:

Moved By Councillor Isitt
Seconded By Councillor Young

THEREFORE BE IT RESOLVED that the British Columbia Minister of Municipal Affairs and Housing be asked to work with the BC Assessment Authority and any other relevant agencies to consider a province wide policy and/or legislative change needed to ~~**fully**~~ **provide <u>partial or full</u> exemptions to** Legions in British Columbia from payment of property taxes.

FOR (3): Mayor Helps, Councillor Isitt and Councillor Young

OPPOSED (5): Councillor Alto, Councillor Dubow, Councillor Loveday, Councillor Potts and Councillor Thornton-Joe

DEFEATED (3 to 5)

On the amendment:

CARRIED UNANIMOUSLY

Main Motion as amended:

THEREFORE BE IT RESOLVED that the British Columbia Minister of Municipal Affairs and Housing be asked to work with the BC Assessment Authority and any other relevant agencies to consider a province wide policy and/or legislative change needed to provide exemptions to Legions in British Columbia from payment of property taxes.

CARRIED UNANIMOUSLY

Councillor Collins returned to the meeting at 12:50 p.m.

B. <u>CONSENT AGENDA</u>

Mayor Helps recalled the vote to approve Consent Agenda items.

Councillor Isitt requested that item E.1: 1661 Burton Avenue – Rezoning Application No. 00692 (Oaklands) be removed from the Consent Agenda.

DRAFT

That the following items be approved without further debate:

C.1 Minutes from the meeting held June 13, 2019

Moved By Councillor Collins
Seconded By Councillor Potts

That the minutes from the meeting held June 13, 2019 be adopted.

CARRIED UNANIMOUSLY

E.4 Application to Change Hours of Licensed Service for Clark & Co. at 1002 Blanshard Street (Downtown)

Committee received a report dated May 17, 2019 from the Acting Director of Sustainable Planning and Community Development proposing to allow the change hours of licensed service associated with a food primary license.

Moved By Councillor Collins
Seconded By Councillor Potts

That Council direct staff to provide the following response to the Liquor Licensing Agency:

Council, after conducting a review with respect to noise and community impacts, does support the application of Clarke & Co., located at 1002 Blanshard Street, to adjust hours of licensed service to 9:00 am to 1:00 am daily, with an occupant load of 32 persons.

Providing the following comments on the prescribed considerations:

a. The impact of noise on the community in the vicinity of the establishment has been considered in relation to the request, and assumptions are the noise impacts would be negligible based on experience with the operator, and nature of the request. The requested hours of operation in conjunction with the existing occupant load are not expected to result in negative impacts to the community.

b. If the application is approved, the impact on the community is expected to be positive economically as the approval supports the business plan and long term viability of the establishment. The business model embraces the combination of small occupant load and high quality of offerings, and provides a unique contribution to the richness, and diversity of offerings in the area.

c. The views of residents were solicited via a mail out which included 249 letters to neighbouring property owners and occupiers within 100 metres of the licensed location and a notice posted at the property. The City received two letters in response to the request, both of which supported or had no objection to the application.

d. Council recommends the license be approved.

CARRIED UNANIMOUSLY

F.5 License for Use of Federal Property Agreement - Department of National Defence

Committee received a report dated June 14, 2019 from the Fire Chief seeking Council approval for a five-year renewal of the original agreement approved by Council at the Governance and Priorities meeting of August 13, 2013.

Moved By Councillor Collins
Seconded By Councillor Potts

That Council authorize the Mayor and City Clerk to execute an agreement with the Department of National Defence to:

3. Access through licence, the property located at Workpoint, Canadian Forces Base Esquimalt, Township of Esquimalt and, permission to use the land for staff training in practical application of structural collapse and technical rescue training. This agreement supersedes the original "property use" agreement approved by Governance and Priorities Committee of August 13, 2013. and;

4. Request authorization from Council for the delegated right to renew or extend this licence after the end of its term on substantially the same terms and conditions, subject to review and approval of the Fire Chief and the City Solicitor.

CARRIED UNANIMOUSLY

C. LAND USE MATTERS

E.1 1661 Burton Avenue - Rezoning Application No.00692 (Oaklands)

Councillor Isitt withdrew from the meeting at 12:54 p.m. due to a pecuniary conflict of interest with the following item, as the applicant is a friend of his.

Committee received a report dated June 13, 2019 from the Acting Director of Sustainable Planning and Community Development proposing to allow for rezoning from a RB-1 Zone to a site-specific zone in order to permit a daycare for more than eight children within a house conversion.

Moved By Councillor Loveday
Seconded By Councillor Young

That Council instruct staff to prepare the necessary Zoning Regulation Bylaw Amendment that would authorize the proposed development outlined in Rezoning Application No. 00692 for 1661 Burton Avenue, that first and second reading of the Zoning Regulation Bylaw Amendment be considered by Council and a Public Hearing date be set once the following condition is met:

1. Preparation and execution of a Statutory Right-of-Way of 1.21m off Shakespeare Street and 1.17m off the laneway.

CARRIED UNANIMOUSLY

Councillor Isitt returned to the meeting at 12:55 p.m.

E. NEW BUSINESS

H.4 Preventing Sexual Harassment and Sexual Assault in the City of Victoria

Committee received a report dated June 27, 2019 from Councillor Loveday, Councillor Collins, and Councillor Potts proposing recommended inclusions in the development of the Municipal Liquor Policy and the Late Night Program.

Mayor Helps left the meeting at 1:01 p.m.

Councillor Isitt left the meeting at 1:01 p.m.

Councillor Thornton-Joe assumed the chair at 1:01 p.m.

Mayor Helps returned to the meeting and assumed the chair at 1:03 pm.

Councillor Isitt returned to the meeting at 1:05 p.m.

Moved By Councillor Collins
Seconded By Councillor Loveday

1. That Council includes sexualized violence prevention in the mandate of the Municipal Liquor Policy and the Late Night Program.
2. That Council direct staff to report back with implications of and options for mandating sexualized violence prevention training for bar and nightclub staff as part of either the liquor license or business license approval process.
3. That Council request that liquor license applicants submit a sexual harassment and sexual violence prevention plan alongside their liquor license application.

CARRIED UNANIMOUSLY

H.5 Library Funding

Committee received a report dated June 25, 2019 from Councillor Loveday regarding a proposed motion to be considered at this year's UBCM Convention.

Moved By Councillor Loveday
Seconded By Mayor Helps

That Council submit the following motion for consideration at UBCM, to be held in September, 2019:

WHEREAS libraries are a social justice equalizer that provide universal acc ess to information and learning materials irrespective of income level and are now so much more than books, building community and a sense of inclusion,

AND WHERAS funding rates have been frozen since 2009 and inflationary costs have increasingly been put on municipal property tax payers which is a regressive approach to funding public libraries. Municipalities face downloading from upper levels of government and have few tools to raise funds. Restoring funding to libraries supports the BC Government's agenda to eliminate poverty, improve access to education, and address social justice in BC.

THEREFORE BE IT RESOLVED that the Union of British Columbia Municipalities call on the Provincial Government to restore library funding to a level that reflects both inflationary cost increases since 2009 and the value of this system to the Province.

CARRIED UNANIMOUSLY

F. ADJOURNMENT OF COMMITTEE OF THE WHOLE

Moved By Councillor Alto
Seconded By Councillor Collins

That the Committee of the Whole Meeting be adjourned at 1:11 p.m.

CARRIED UNANIMOUSLY

CITY CLERK MAYOR

DRAFT

MINUTES

SPECIAL COMMITTEE OF THE WHOLE

Council Town Hall: Climate Workshop

June 21, 2019, 9:00 A.M.
COUNCIL CHAMBERS, CITY HALL, 1 CENTENNIAL SQUARE
The City of Victoria is located on the homelands of the Songhees and Esquimalt People

PRESENT: Mayor Helps in the Chair, Councillor Isitt, Councillor Loveday, Councillor Thornton-Joe, Councillor Young, Councillor Dubow, Councillor Potts, Councillor Collins

ABSENT: Councillor Alto

STAFF PRESENT: J. Jenkyns - City Manager, C. Coates - City Clerk , S. Thompson - Deputy City Manager / Director of Finance, F. Work - Director of Engineering & Public Works, T. Soulliere - Director of Parks, Recreation & Facilities, B. Eisenhauer - Head of Engagement, C. Havelka - Deputy City Clerk, T. Zworski - City Solicitor, S. Webb - Manager of Transportation, J. Ho – Community Energy Specialist, S. Young – Climate & Environmental Sustainability Specialist, A. Rodgers – Active Transportation Project Coordinator

A. APPROVAL OF AGENDA

Moved By Councillor Loveday
Seconded By Councillor Collins

That the agenda be approved.

CARRIED UNANIMOUSLY

H. NEW BUSINESS – CLIMATE WORKSHOP

Council received public input on the following topic:

Low Carbon Mobility (transit, electrification, cycling, walking, commercial vehicles etc.)

- Rapid expansion and transition of all types of electric vehicles – passenger cars, bicycles, car share services, commercial fleets
- Increasing mode share to public transportation, walking and cycling

- Education, awareness, incentives and behaviour change programs
- Encouraging other forms of low-carbon mobility through emerging technologies

Councillor Dubow left the meeting at 10:00 a.m.

The Committee had a five minute recess starting at 10:30 a.m. and ending at 10:35 a.m.

Councillor Loveday left the meeting at 11:29 am.

I. CLOSED MEETING AT 11:52 A.M.

Moved By Councillor Collins
Seconded By Councillor Potts

MOTION TO CLOSE THE JUNE 21, 2019, SPECIAL COMMITTEE OF THE WHOLE MEETING TO THE PUBLIC

That Council convene a closed meeting that excludes the public under Section 90 of the *Community Charter* for the reason that the following agenda items deal with matters specified in Sections 90(1) and/or (2) of the *Community Charter,* namely:

Section 90(1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:

Section 90(1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

CARRIED UNANIMOUSLY

P. NEW BUSINESS

H.1 Legal Advice – Community Charter Section 90 (1)(i)

Council received a closed presentation regarding legal advice.

The discussion and motion were recorded and kept confidential

Q. ADJOURNMENT

Moved By Councillor Potts
Seconded By Councillor Collins

That the Special Committee of the Whole Meeting be adjourned at 1:48 p.m.

CARRIED UNANIMOUSLY

CITY CLERK	MAYOR

DRAFT

MINUTES - COMMITTEE OF THE WHOLE

June 20, 2019, 9:00 A.M.
COUNCIL CHAMBERS, CITY HALL, 1 CENTENNIAL SQUARE
The City of Victoria is located on the homelands of the Songhees and Esquimalt People

PRESENT: Councillor Thornton-Joe, Acting Mayor, in the Chair; Councillor Alto, Councillor Isitt, Councillor Loveday, Councillor Young, Councillor Dubow, Councillor Potts, Councillor Collins

ABSENT: Mayor Helps

STAFF PRESENT: J. Jenkyns - City Manager, C. Coates - City Clerk , P. Bruce - Fire Chief, S. Thompson - Deputy City Manager / Director of Finance, T. Soulliere - Director of Parks, Recreation & Facilities, B. Eisenhauer - Head of Engagement, C. Havelka - Deputy City Clerk, A. Meyer - Assistant Director of Development Services, A. Hudson - Acting Director of Sustainable Planning & Community Development, C. Mycroft - Manager of Executive Operations, T. Zworski - City Solicitor, A. Johnston - Planner, L. Taylor - Senior Planner, M. Angrove - Planner, R. Morhart - Manager, Permits & Inspections, N. Sidhu - Assistant Director of Parks, Recreation & Facilities , J. O'Connor - Deputy Director of Finance; N. Sidhu – Assistant Director Parks Recreation & Facilities, and J. Brehaut – Manager Recreation Services

A. APPROVAL OF AGENDA

Moved By Councillor Alto
Seconded By Councillor Dubow

That the agenda be approved.

Amendment:

Moved By Councillor Alto
Seconded By Councillor Potts

That the Agenda of the June 20, 2019, Committee of the Whole meeting be amended as follows:

Consent Agenda:

C.1 Minutes from the meeting held June 4, 2019

C.2 Minutes from the meeting held June 10, 2019

F.4 Proclamation – Pride Week

F.5 Proclamation – Parachute National Injury Prevention Day

Amendment to the Amendment:

Moved By Councillor Alto
Seconded By Councillor Potts

That H.3 and E.2 be added to the consent agenda.

CARRIED UNANIMOUSLY

On the amendment:

CARRIED UNANIMOUSLY

Main Motion as amended:

That the Agenda of the June 20, 2019, Committee of the Whole meeting be amended as follows:

Consent Agenda:

C.1 Minutes from the meeting held June 4, 2019

C.2 Minutes from the meeting held June 10, 2019

F.4 Proclamation – Pride Week

F.5 Proclamation – Parachute National Injury Prevention Day

H.3 Exploring Solar Power for the City Facility at 1240 Gladstone Avenue

E.2 2330 Government Street - Rezoning Application No. 00682 (Burnside Gorge)

CARRIED UNANIMOUSLY

B. CONSENT AGENDA

That the following items be approved without further debate:

C.1 Minutes from the Special Committee of the Whole Meeting of June 4, 2019

Moved By Councillor Alto
Seconded By Councillor Loveday

That the minutes from the Special Committee of the Whole Meeting held June 4th, 2019, be adopted.

CARRIED UNANIMOUSLY

C.2 Minutes from the Special Committee of the Whole Meeting of June 10, 2019

Moved By Councillor Alto
Seconded By Councillor Loveday

That the minutes from the Special Committee of the Whole meeting held June 10th 2019 be adopted.

CARRIED UNANIMOUSLY

F.4 Proclamation - Pride Week

Committee received a report dated June 12th, 2019 from the City Clerk regarding a proclamation for Pride Week starting on the 30th of June 2019 and ending on the 7th of July 2019.

Moved By Councillor Alto
Seconded By Councillor Loveday

That the *Pride Week* proclamation be forwarded to the June 27, 2019 Council meeting for Council's consideration.

CARRIED UNANIMOUSLY

F.5 Proclamation - Parachute National Injury Prevention Day

Committee received a report dated June 12th, 2019 from the City Clerk regarding a proclamation for a Parachute National injury Prevention Day on the 5th of July.

Moved By Councillor Alto
Seconded By Councillor Loveday

That the *Parachute National Injury Prevention Day* proclamation be forwarded to the June 27, 2019 Council meeting for Council's consideration.

CARRIED UNANIMOUSLY

H.3 Exploring Solar Power for the City Facility at 1240 Gladstone Avenue

Committee received a report dated June 18th, 2019, from Councillor Isitt recommending that city staff explore the possibility of installing solar panels onto the city facility at 1240 Gladstone Avenue.

Moved By Councillor Alto
Seconded By Councillor Loveday

That Council direct to staff to:

1. Explore the option of installing solar panels on the roof of the municipal facility at 1240 Gladstone Avenue;
2. Consider providing property owners in the city with the option of participating in a bulk purchase of solar panels on a cost recovery basis if

it is deemed advisable to install solar panels on 1240 Gladstone Avenue or another municipal facility.

CARRIED UNANIMOUSLY

E.2 2330 Government Street - Rezoning Application No. 00682 (Burnside Gorge)

The Committee received a report dated June 6th, 2019 from the Acting Director of Sustainable Planning and Community Development that presents Council with information, analysis, and recommendations for a Rezoning Application for the property located at 2330 Government Street. The report recommends that Council approve the application to allow for the rezoning in order to allow the construction of a brewpub on the lot.

Moved By Councillor Alto
Seconded By Councillor Loveday

That Council instruct staff to prepare the necessary Zoning Regulation Bylaw amendment that would authorize the proposed development outlined in Rezoning Application No. 00682 for 2330 Government Street, that first and second reading of the Zoning Regulation Bylaw Amendment be considered by Council and a Public Hearing date be set.

CARRIED UNANIMOUSLY

E. LAND USE MATTERS

E.1 515 Foul Bay Road - Rezoning Application No. 00675 and Development Permit Application No. 00084 (Gonzales)

The Committee received a report dated May 30th, 2019 from the Acting Director of Sustainable Planning and Community Development presenting Council with information, analysis, and recommendations for a Rezoning Application and a Development Permit with Variances application for the property located at 515 Foul Bay Road. The proposal is to rezone the lot to allow for the building of five dwelling units, and then to subdivide the lot and develop a single family dwelling on the new lot.

Moved By Councillor Collins
Seconded By Councillor Loveday

Rezoning Application No. 00675 for 515 Foul Bay Road

That Council instruct staff to prepare the necessary Zoning Regulation Bylaw Amendment that would authorize the proposed development outlined in Rezoning Application No. 00675 for 515 Foul Bay Road, that first and second reading of the Zoning Regulation Bylaw Amendment be considered by Council and a Public Hearing date be set once the following conditions are met:

1. Preparation and execution of the following legal agreements:

a. A Housing Agreement to secure rental of the five unit house conversion for a ten year period and to ensure future Strata Bylaws could not restrict the rental of units, to the satisfaction of the Director of Sustainable Planning and Community Development.

b. A Section 219 Covenant to establish no build areas and tree protection.

c. A Section 219 Covenant to ensure the proposed building fire prevention sprinkler system is installed and maintained to the satisfaction of the Fire Chief.

Development Permit with Variances Application No. 00084 for 515 Foul Bay Road

That Council, after giving notice and allowing an opportunity for public comment at a meeting of Council, and after the Public Hearing for Rezoning Application No. 00675, if it is approved, consider the following motion:

"That Council authorize the issuance of Development Permit with Variance Application No. 00084 for 515 Foul Bay Road, in accordance with:

1. Plans date stamped May 9, 2019.

2. Development meeting all *Zoning Regulation Bylaw* requirements, except for the following variances:

i. Lot A (existing building):

a. Reduce the front setback from 7.5m to 0.0m

b. Reduce the rear setback from 7.5m to 5.28m (to a wall with windows to habitable rooms) and from 4.0m to 3.23m

c. Reduce the north side setback from 7.5m to 0.0m

d. Reduce the required parking from 7 to 6 stalls,

ii. Lot B (new building):

a. Increase the maximum height from 5.00m to 7.58m

b. Increase the maximum number of storeys from 1 to 2

c. Reduce the front setback from 7.5m to 4.27m (to a wall with windows to habitable rooms) and from 4.0m to 2.50m.

3. The Development Permit lapsing two years from the date of this resolution."

CARRIED UNANIMOUSLY

E.3 1900 Richmond Road - Rezoning Application No. 00651 and Development Permit Application No. 000531 Update (North Jubilee)

The Committee received a report dated June 6th, 2019 from the Acting Director of Sustainable Planning and Community Development providing information, analysis, and recommendations regarding the applications to rezone and develop 1900 Richmond Road in order to provide for a five-story assisted living and

memory care building with ground floor commercial uses along Fort Street and Richmond Road.

Committee discussed:

- Retention of medical services
- The applicants contribution to the housing reserve fund
- The height of the building in relation to the surrounding street

Moved By Councillor Potts
Seconded By Councillor Alto

Rezoning Application No. 00651:

That first and second reading of the Zoning Regulation Bylaw Amendment be considered by Council and a Public Hearing date be set once the following legal documents are prepared and executed:

a. Statutory Right-of-Way of 1.82m off Fort Street

b. Statutory Right-of-Way of 1.39m off Birch Street

c. Statutory Right-of-Way of 4.53m off Richmond Road

d. Statutory Right-of-Way of 1.44m off Ashgrove Street

e. Housing Agreement to secure the building as rental in perpetuity and to secure the amenity spaces as noted on plans date stamped March 14, 2019.

Development Permit Application No. 000531:

That Council, after the Public Hearing for Rezoning Application No. 00651, if it is approved, consider the following motion:

"That Council authorize the issuance of Development Permit Application No. 000531 for 1900-1912 Richmond Road, in accordance with:

1. Plans date stamped May 1, 2019.

2. Development meeting all Zoning Regulation Bylaw requirements.

3. Council authorizing anchor-pinning into the City Right-of-Way, provided that the applicant enters into an Encroachment Agreement in a form satisfactory to the City Solicitor and the Director of Engineering and Public Works.

4. The Development Permit lapsing two years from the date of this resolution."

CARRIED UNANIMOUSLY

E.4 Application to Change Hours of Licensed Service for Chuck's Burger Bar, Food Primary License at 101-538 Yates Street (Downtown)

The Committee received a report dated April 30th, 2019 from the Acting Director of Sustainable Planning and Development providing the Committee with advice and a recommendation for Council to pass a resolution that would allow for an increase in the hours of operation for Chuck's Burger Bar.

Committee discussed:

- Noise concerns around patios and open doors on Yates Street

Moved By Councillor Thornton-Joe
Seconded By Councillor Collins

That Council direct staff to provide the following response to the Liquor Licensing Agency:

1. Council, after conducting a review with respect to noise and community impacts, does support the application of Chuck's Burger Bar located at 538 Yates Street to have hours of operation from 9:00 am to 12:00 am Sunday through Thursday and 9:00 am to 1:00 am Friday and Saturday with an occupant load of 100 persons.

Providing the following comments on the prescribed considerations:

a. The impact of noise on the community near the establishment was considered in relation to the request and assumptions are the noise impacts would be comparable to previous licenced capacity and hours in the same location. The applicant's original request has been adjusted, reflecting community and staff inputs outlining concerns related to close proximity of residences and resource pressures.

b. If the application is approved, the impact on the community is expected to be positive economically as the approval supports the business plan and long-term viability of the establishment.

c. The views of residents were solicited via a mail out to neighbouring property owners and occupiers within 100 metres of the licensed location and a notice posted at the property. The City received four letters in response to the request, all of which were opposed. One of the four was from the Downtown Residents Association.

d. Council recommends the hours supported for the establishment be approved.

Amendment:

Moved By Councillor Thornton-Joe
Seconded By Councillor Young

That the hours of the patio be until 11pm, 7 days a week.

Amendment to the amendment:

Moved By Councillor Collins
Seconded By Councillor Thornton-Joe

That the hours of the patio be until 12am, 7 days a week.

FOR (6): Councillor Alto, Councillor Isitt, Councillor Loveday, Councillor Thornton-Joe, Councillor Young, and Councillor Collins

OPPOSED (2): Councillor Dubow, and Councillor Potts

CARRIED (6 to 2)

On the Amendment:

FOR (6): Councillor Alto, Councillor Isitt, Councillor Loveday, Councillor Thornton-Joe, Councillor Young, and Councillor Collins

OPPOSED (2): Councillor Dubow, and Councillor Potts

CARRIED (6 to 2)

Main Motion as amended:

Moved By Councillor Thornton-Joe
Seconded By Councillor Collins

That Council direct staff to provide the following response to the Liquor Licensing Agency:

1. Council, after conducting a review with respect to noise and community impacts, does support the application of Chuck's Burger Bar located at 538 Yates Street to have hours of operation from 9:00 am to 12:00 am Sunday through Thursday and 9:00 am to 1:00 am Friday and Saturday, **with the hours of the patio being until 12am 7 days a week,** with an occupant load of 100 persons.

Providing the following comments on the prescribed considerations:

a. The impact of noise on the community near the establishment was considered in relation to the request and assumptions are the noise impacts would be comparable to previous licenced capacity and hours in the same location. The applicant's original request has been adjusted, reflecting community and staff inputs outlining concerns related to close proximity of residences and resource pressures.

b. If the application is approved, the impact on the community is expected to be positive economically as the approval supports the business plan and long-term viability of the establishment.

c. The views of residents were solicited via a mail out to neighbouring property owners and occupiers within 100 metres of the licensed location and a notice posted at the property. The City received four letters in response to the request, all of which were opposed. One of the four was from the Downtown Residents Association.

d. Council recommends the hours supported for the establishment be approved.

CARRIED UNANIMOUSLY

F. STAFF REPORTS

F.1 My Great Neighbourhood Grant - Spring Intake Report

Committee received a report dated June 13, 2019 from the Head of Business and Community Relations regarding the Spring 2019 intake of applications for the My Great Neighbourhoods grant program for Council's consideration.

Committee discussed:

- A few errors in the tabulated numbers
- Lesser volume of applications from neighbourhoods with no community centres, or high-turnover community associations

Moved By Councillor Isitt
Seconded By Councillor Loveday

That Council approve 26 applications received for the spring intake of the 2019 My Great Neighbourhood Grant program as outlined in Table 1, 2, and 3.

CARRIED UNANIMOUSLY

F.2 Community and Seniors' Centres Annual Report for 2018

Committee received a report dated May 17, 2019 from the Director of Parks, Recreation, and Facilities, presenting the 2018 data relating to the operation of community and seniors' centres.

Committee discussed:

- Use of City facilities and buildings by community associations
- Quality and amount of communication with neighbourhood associations

Moved By Councillor Dubow
Seconded By Councillor Collins

That Council receive this report on the operation of the community and seniors' centres for information.

CARRIED UNANIMOUSLY

Committee recessed at 10:41 a.m. and returned at 10:47 a.m.

F.3 Demonstration of Voting Dashboard (Verbal)

Council received the presentation from the City Clerk and the Chief Information Officer.

Committee Discussed:

- Potential to also track Committee of the Whole votes
- Potential for the program to be used by other councils and boards

Moved By Councillor Isitt
Seconded By Councillor Loveday

That Council receive the report.

CARRIED UNANIMOUSLY

H. NEW BUSINESS

H.1 Letter from the Minister of Environment and Climate Change Strategy

A letter of response dated June 3, 2019, regarding Provincial climate leadership.

Committee discussed:

- Further communication in the future, notably around pipelines

Moved By Councillor Isitt
Seconded By Councillor Loveday

That the correspondence dated June 3, 2019 from the Minister of Environment and Climate Change Strategy be received for information.

CARRIED UNANIMOUSLY

H.2 Fare-Free Public Transit for Young People

Committee received a report dated June 13th, 2019, from Councillors Isitt, Dubow, and Loveday concerning the recent approval of bus user fee elimination from Victoria Regional Transit Commission. The report includes a recommendation to create an alternative method for youth under 19 to receive the free transit services, particularly youth who are not in schools.

Committee Discussed:

- Resource implications of the proposal
- Importance of the proposal

Moved By Councillor Isitt
Seconded By Councillor Dubow

That Council directs staff to ensure that all residents of the City of Victoria who are under the age of 19 will have access to a pass for fare-free public transit no later than November 30, 2019, including provision of a City of Victoria service pass ("VicPass") or a similar mechanism for youth who may not be enrolled in a formal program of education or who may be enrolled in an alternate program of education.

CARRIED UNANIMOUSLY

I. ADJOURNMENT OF COMMITTEE OF THE WHOLE

Moved By Councillor Alto
Seconded By Councillor Loveday

That the Committee of the Whole Meeting be adjourned at 11:28 a.m.

CARRIED UNANIMOUSLY

CITY CLERK

MAYOR

DRAFT

City of Victoria Youth Council Year End Report
July 4th, 2019

City of Victoria Youth Council 2018/19 Report

Introduction

The 2018/19 cohort of City of Victoria Youth Council first met on November 1st, 2018 and since then have had a tremendous impact on their community. From meeting with community members to hosting community events, organizing projects, their impact will be felt across Victoria for years to come.

This report includes information on our council members, our community engagement events, our projects, a budget breakdown, and guests we had meet with City of Victoria Youth Council.

“I want to give back to my community. I believe City of Victoria Youth Council is an excellent platform for me to make a difference in my city.”

-Melody Cheng, 2018/19
CVYC Member

Council Members

Alex Kuhn

Age: 23
Pronouns: She/Her

Hi! My name is Alex and I am a recent Environmental Studies graduate from the University of Windsor. I moved to beautiful Victoria, BC last September and am excited to make strong connections and help to make positive changes within our community. I love everything outdoors – hiking, kayaking, biking, etc. You can always find me collecting sea glass down at the beach along Dallas Road. I am an active member of the Youth Food Network and love volunteering with the Victoria Green Team and Sierra Club BC!

Emma-Jane Burian

Age: 16
Pronouns: She/Her

My name is Emma-Jane and I joined CVYC because I want to explore my newfound passion for politics and learn more about working in my community. I have a huge passion for physics and education. I want to make science, education and politics my career someday. Anything to do with the universe excites me! I am currently a Grade 11 student with SelfDesign Learning Community, a BC online independent school. I want to foster awareness around environmental issues in my community and give youth more opportunities to get involved in science.

Finn Kreischer

Age: 15
Pronouns: He/Him

My name is Finn Kreischer and I've been lucky enough to call Victoria home all my life. I'm 15 years old and a student at the Pacific School of Innovation and Inquiry in downtown Victoria. I'm very passionate about climate change, sustainability, veganism, and related issues. I'm an avid urbanist, cycling expert, and I recently volunteered on the campaign to re-elect Lisa Helps as Mayor. I've also volunteered and protested with the Sierra Club regarding various issues.

This is my second year on the CVYC; last year I enjoyed learning about various topics and meeting other like-minded youth. I worked on a project to educate youth on cycling in Victoria. The project never came to fruition but I'd like to do another cycling or urbanism-related project this year. Being on the CVYC last year was a fun experience that expanded my knowledge and horizons. I'm looking forward to another year.

Josh Lin

Age: 18
Pronouns: He/Him

Josh Lin is a grade 12 student at Mount Douglas Secondary School and this is his first year on CVYC. In school, he leads the Model United Nations Club, is involved in the leadership program and runs cross country. He is an avid backpacker who enjoys travelling through Coachsurfing.com. Josh hopes to bring more tech opportunities to the students of Victoria and equip the future generation with skills in the rapidly changing world. In the future, Josh is interested in studying Business, mathematics, and studio art.

Mackie Forrest

Age: 17
Pronouns: She/Her

My name is Maclaren Forrest, and I am a 12th-grade student at Oak Bay High School. I joined CVYC because I am interested in social justice and community work, especially in regard to helping homeless citizens. I have created projects that connect individuals from different parts of society and fostered initiatives that give opportunities for other youth. I look forward to my second year with CVYC and continuing my community work!

Matthew Geng

Age: 16
Pronouns: He/Him

Matthew is a keen student-athlete who is passionate about making a change. He has played both basketball and chess at a national level and wishes to reintroduce a cross-school chess tournament. His overall goal is to provide others with new opportunities, and he hopes to accomplish his goals through the youth council.

Melody Cheng

Age: 16
Pronouns: She/Her

Melody is currently a grade 11 student at Glenlyon Norfolk School (GNS), this is her second year in the City of Victoria Youth Council. She came to Canada four years ago from Taiwan with a passion for STEM and international relations. Melody is an advocate for STEM education in Victoria with the goal of empowering the younger generation to pursue the fields. You can also find Melody sharing her favourite cultural dishes while coordinating model United Nations conferences at GNS. Outside of the

school, She loves immersing herself in a science lab working on projects and also enjoys meeting new people. After school, Melody enjoys volunteering at the Victoria Immigrants and Refugee Centre assisting children with their homework. Ultimately, Melody can't wait to challenges herself every day and make a positive impact in Victoria.

Rohan Gupta

Age: 15
Pronouns: He/Him

My name is Rohan Gupta and I am a grade 11 student at Oak Bay High. I joined CVYC in order to advocate on behalf of young people and have a say on the important issues facing my generation. Furthermore, I am motivated to help with the mental problems facing youth today, as I see these issues not being dealt with on a daily basis. This organization will allow the voice of youth to be heard, allowing us to achieve desired goals, communication, and teamwork skills.

Sophie Collins

Age: 17
Pronouns: She/Her

Sophie Collins is a grade 12 student at Mount Douglas Secondary, and this is her first year on the CVYC. She is a gymnast, an avid hiker and skier, and a member of her school's student council. She enjoys volunteering, and decided to join CVYC as a way of learning more about issues in the community and ways to solve them, as well as a means to meet like-minded people. Sophie is passionate about sustainability and human and animal rights, and hopes to pursue a career in wildlife conservation and veterinary sciences.

Stefanie Chen

Age: 15
Pronouns: She/Her

Hi! My name is Stefanie and I am from Taiwan. I go to Glenlyon Norfolk School. I am passion about Chinese folk dance, which I have been learning for ten years, traveling, and table tennis. I joined CVYC because I would like to meet different people, collaborate with others to contribute to the society, and create a unique experience. I am looking forward to the team work and accomplishments!

Year in Review

November 2018

- City of Victoria Youth Council meets as a group for the first time
- CVYC meets their Neighbourhoods Liaison, Gary Pemberton
- CVYC meets their Council Liaison, Sharmarke Dubow
- CVYC develops and finalizes their Terms of Reference, Group values, and 2018/19 cohort Vision

December 2018

- City of Victoria Youth Council assists Victoria Council with their strategic plan giving advice and adjusting the plan to be more youth-friendly and accessible
- City of Victoria Youth Council meets Council and Mayor Helps
- CVYC organizes and hosts their first community engagement event: Free Soup Night

January 2019

- City of Victoria Youth Council finalizes involvement in Strategic Plan adjusting, attends Strategic Planning Day
- City of Victoria Youth Council welcomes Mayor Helps to a meeting

February 2019

- City of Victoria Youth Council starts their project process, brainstorming possible projects
- CVYC presents possible projects to council members
- CVYC narrows down proposed projects down to 6
- 3 final projects are selected: Food Poster Project, Student Sustainability Guide, and Cultural Day
- CVYC creates Instagram account

March 2019

- City of Victoria Youth Council meets with Rebeccah Nelems regarding thesis project
- CVYC continues to work on their 3 selected projects
- CVYC launches “Get to Know CVYC” initiative on Twitter and Instagram

April 2019

- City of Victoria Youth Council meets with community members Alex Harned and Josie Hjermstad
- CVYC continues to work on their 3 selected projects
- City of Victoria Youth Council members Emma-Jane Burian and Finn Kreischer invited to be interviewed on a ShawTV Series

May 2019

- City of Victoria Youth Council Instagram hits 150 followers
- May 25th- Cultural Day Event
- Jody Wilson-Raybould tweets at City of Victoria Youth Council

June 2019

- Food Poster Launch- over 4,500 people reached on Facebook
- CVYC attends Veedub Skateboard Contest
- Student Sustainability Guide release- sent out to all schools on Lower Vancouver Island
- Student Sustainability Guide- collaborated with 2 students from Belmont Secondary School: Alma Perrault and Olivia DeFehr
- Student Sustainability Guide gained interest from businesses such as Sitka, The Good Planet Company, etc.
- City of Victoria Youth Council year-end party

Community Engagement

City of Victoria Youth Council believes that a strong, connected, community is the most important piece in creating a healthy environment. Throughout the year we organized and hosted community engagement events in the hopes of creating a strong community.

The most notable event we organized was the Free Soup Night on December 18th, 2018. We made chicken and veggie broth and purchased Cobbs Bread buns and set up out in Centennial Square on a very cold night to hand out soup to our community. We handed out over 100 bowls of warm soup and gave out countless amounts of hugs. We hope to host the same event during the 19/20 cohort.

Stefanie Chen (left), Melody Cheng, Rohan Gupta, Josh Lin, Matthew Geng, Emma-jane Burian and Sophie Collins hand out free turkey soup and buns at Centennial Square Tuesday night as part of a City of Victoria Youth Council initiative. (Keri Coles/News staff)

Victoria Youth Council warms hearts and stomachs with free soup in the square

Youth-driven, grassroots program works to create positive impact in Victoria

Council Members (left to right): Stefanie Chen, Melody Cheng, Rohan Gupta, Josh Lin, Matthew Geng, Emma-Jane Burian, Sophie Collins

Project Breakdowns

The 2018/19 CVYC cohort selected 3 projects to organize: Cultural Day, Food Action Poster, and Student Sustainability Guide. Each project, before any received grants, had a max budget of $500. If any group needed more funds, they would propose an increase in budget to the rest of CVYC and an unanimous approval would be required. Fortunately, each group did not need an increase in funds. **Cultural Day** group received a $250 grant from Wolf's Den.

Cultural Day

Members: Melody, Stefanie, Emma-Jane

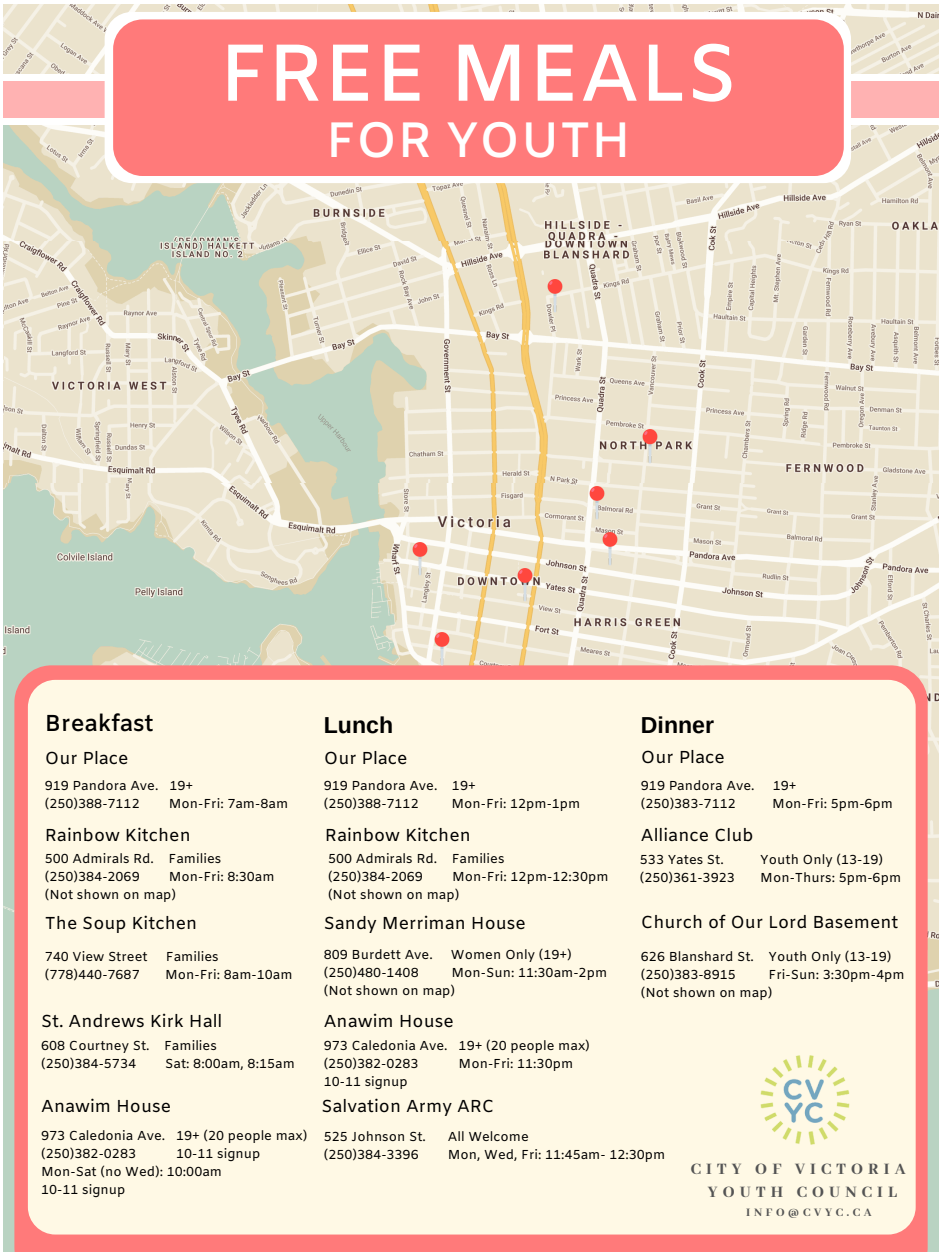
Date: May 25th, 2019
Location: Victoria City Hall, Centennial Square
Ages: Everyone
Admission: Free

This project is about creating a social gathering of cultures and arts in the community to celebrate multiculturalism. It's an opportunity to showcase cultural performances and to enjoy traditional food from different cultures and religious backgrounds. Our vision is to initiate an annual event to allow people in Victoria to embrace the diversity of backgrounds and to promote a stigma-free community.

Food Action Poster

Members: Sophie, Rohan, Josh, Finn

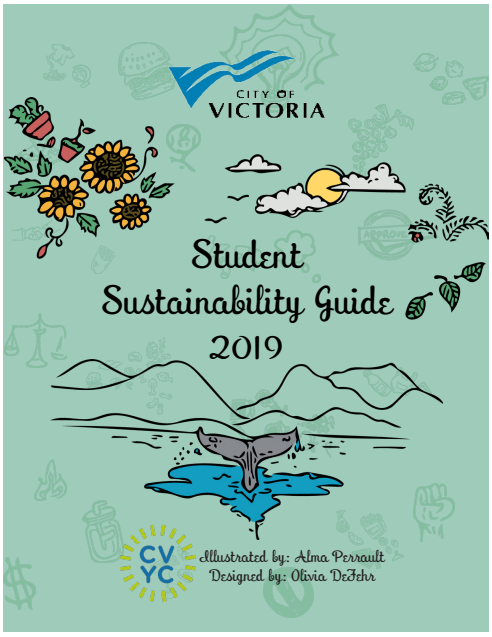
This project is about creating a poster showcasing where free youth meals are across Victoria. It will include the 3 meals of the day as well as addresses and ways to get to the free meals.



Student Sustainability Guide

Members: Matthew, Alex, Christine, Mackie

This project is about creating a plastic awareness campaign to create understanding and awareness about the negative effects that plastic has on our environment. This project includes creating information posters and hosting educational beach clean-ups around Victoria as well as starting the conversation on being plastic-aware. On top of that, we plan to advocate for proper recycling programs within schools.



Budget Breakdown

City of Victoria Youth Council had a total budget of $2000 to spend. We used this money to fund our community engagement events, our projects, our clothing, and any other necessities.

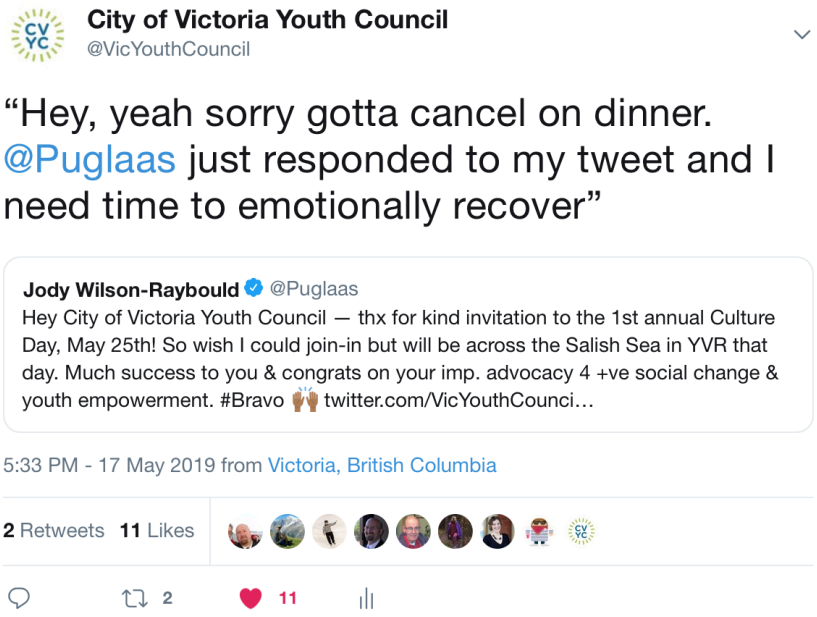
We are hoping for an increase in funding for future cohorts so we can have more community engagement events, larger projects, and more flexibility in regards to advertising.

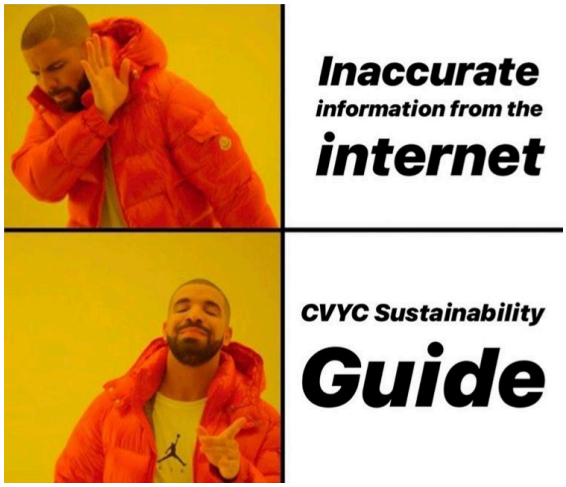
Item	Cost	Grant Received		
Free Soup Night Event	$150	n/a		Ingredients for soup, disposable bowls, cutlery
Cultural Day	Approx. $500		$250	Stage, booth rental, tent rental
Food Action Poster	$500	n/a		Paper, printing, advertising
Student Sustainability Guide	$500	n/a		Paper, printing, advertising, honorariums for graphic designer and artist
CVYC Shirts	Approx. $200	n/a		T-Shirts for CVYC members to wear at events

Social Media

CVYC realizes the importance of connecting to our community through social media. This year, we added *Instagram* to our toolbelt, and had lots of engagement!

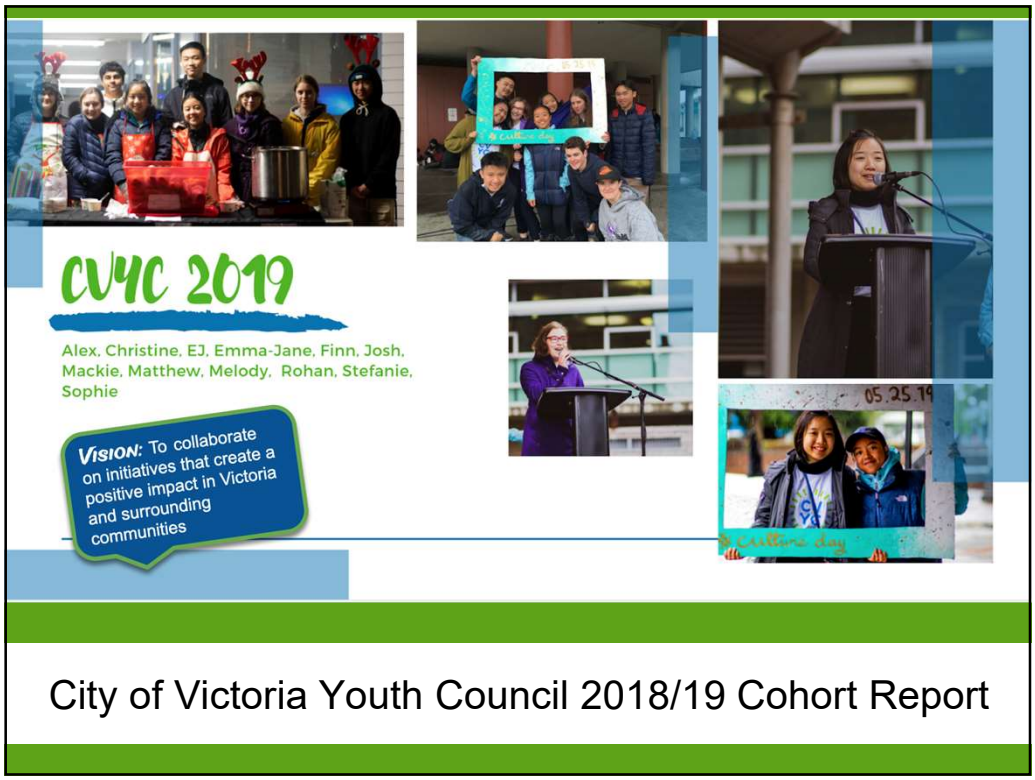
Social Media Platform	Username	Followers	Difference from Sept 2018
Twitter	vicyouthcouncil	262	30
Instagram	cvyouthcouncil	222	+222 *created in February 2019*
Facebook	victoriayouth	525	75





Guests

CVYC was lucky enough to host many guests during our cohort year. Mayor Helps, our liaisons Gary and Sharmarke, Rebeccah Nelems, Alex Harned, Josie Hjermstad, Olivia DeFehr, Alma Perrault, and many others!



City of Victoria Youth Council 2018/19 Cohort Report

COUNCIL MEMBERS

Alex Kuhn Mackie Forrest

Christine Camaso Matthew Geng

EJ Weston Melody Cheng

Emma-Jane Burian Stefanie Chen

Rohan Gupta Finn Kreischer

Sophie Collins Josh Lin

YEAR IN REVIEW

- First met November 1st, 2018
- Worked with City Council developing and providing feedback on their Strategic Plan
- Worked with community organizations and partners developing and assisting with projects and initiatives

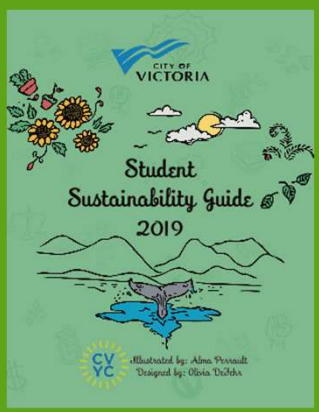
YEAR IN REVIEW CONT'D

Organized and saw through 3 successful projects:

-Cultural Day

-Food Poster

-Student Sustainability Guide



YEAR IN REVIEW CONT'D

Victoria Youth Council warms hearts and stomachs with free soup in the square

Youth-driven, grassroots program works to create positive impact in Victoria

- Engaged with community offering free soup and hugs during the holiday season
- Hosted the Participatory Budget Steering Committee which seeks out to fund up to $50,000 in community projects and initiatives

GUESTS

Mayor Lisa Helps

Rebeccah Nelems

Josie Hjermstad

Alex Harned

COMMUNITY ENGAGEMENT

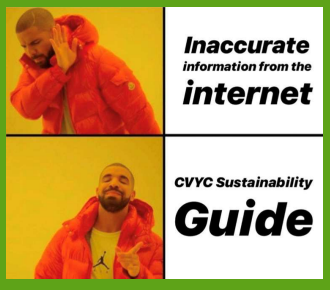
Stefanie Chen (left), Melody Cheng, Rohan Gupta, Josh Lin, Matthew Geng, Emma-jane Burian and Sophie Collins hand out free turkey soup and buns at Centennial Square Tuesday night as part of a City of Victoria Youth Council initiative. (Keri Coles/News staff)

Victoria Youth Council warms hearts and stomachs with free soup in the square

Youth-driven, grassroots program works to create positive impact in Victoria

COMMUNITY ENGAGEMENT- SOCIAL MEDIA

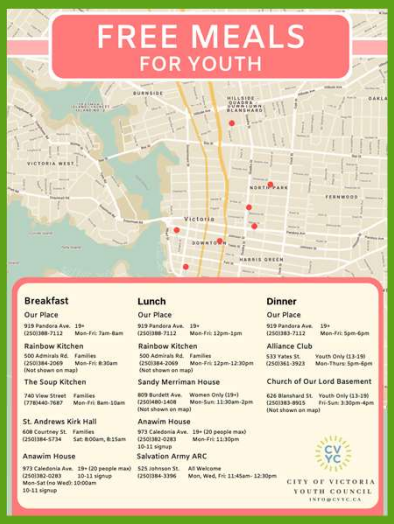
262 525 222



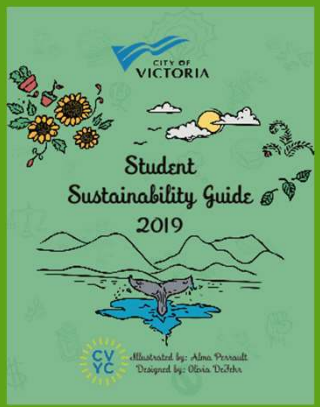
CULTURAL DAY

CULTURAL DAY CONT'D

FOOD POSTER



STUDENT SUSTAINABILITY GUIDE



STUDENT SUSTAINABILITY GUIDE CONT'D

Our Plastic Problem

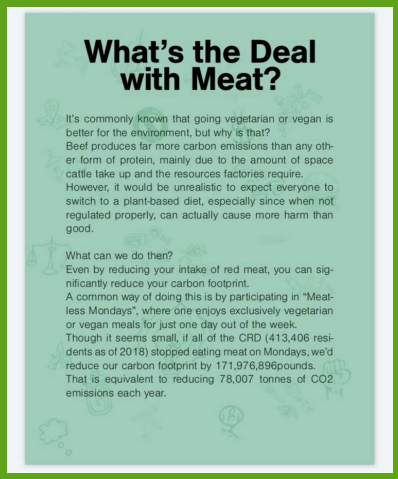
Plastic is everywhere nowadays. It's our summer drink cups, product packaging, grocery bags, etc etc etc. It's built to last, but because of that, it stays around far longer than the time it takes for us to finish that iced coffee. However, there are some simple swaps we can make to reduce our environmental impact, especially when it comes to single-use items.

Here are our suggestions, as well as the time it takes for these items to breakdown in the landfill:

- Plastic bags (20 years) -> cloth bag
- Plastic straws (200 years) -> metal straw
- Water bottles (450 years) -> stainless steel bottle
- Toothbrushes (500 years) -> bamboo toothbrush
- Styrofoam (does not degrade) -> metal or glass containers

Not all plastic is created equal, either. They're classified by their chemical composition in numbers through 1-7. Generally, the higher the number, the harder it is to recycle. If you're not sure whether or not you can recycle something, check out the CRD's myrecyclopedia.ca.

1 PETE 2 HDPE 3 V 4 LDPE 5 PP 6 PS 7 OTHER



What's the Deal with Meat?

It's commonly known that going vegetarian or vegan is better for the environment, but why is that?
Beef produces far more carbon emissions than any other form of protein, mainly due to the amount of space cattle take up and the resources factories require.
However, it would be unrealistic to expect everyone to switch to a plant-based diet, especially since when not regulated properly, can actually cause more harm than good.

What can we do then?
Even by reducing your intake of red meat, you can significantly reduce your carbon footprint.
A common way of doing this is by participating in "Meatless Mondays", where one enjoys exclusively vegetarian or vegan meals for just one day out of the week.
Though it seems small, if all of the CRD (413,406 residents as of 2018) stopped eating meat on Mondays, we'd reduce our carbon footprint by 171,976,896pounds.
That is equivalent to reducing 78,007 tonnes of CO_2 emissions each year.

FINAL GOODBYE TO THE 2018/19 CVYC COHORT

CITY OF VICTORIA

Committee of the Whole Report

For the Meeting of July 11, 2019

To: Committee of the Whole **Date:** June 11, 2019

From: Andrea Hudson, Acting Director, Sustainable Planning and Community Development

Subject: Application to Adjust a Lounge Endorsement to a Manufacturer's License (Brewing) for Ile Sauvage, 2960 Bridge Street.

RECOMMENDATION

That Council direct staff to provide the following response to the Liquor Licensing Agency:

Council, after conducting a review with respect to noise and community impacts, does support the application of Ile Sauvage Brewing, located at 2960 Bridge Street, to have the lounge endorsement associated with their manufacturing license adjusted such that, hours of licenced service are from 11:00 am to 12:00 am daily, and that the occupant load is 60 persons.

Providing the following comments on the prescribed considerations:

a. The impact of noise on the community in the vicinity of the establishment has been considered in relation to the request. Anticipated impacts are based on previous experience with the site which provided licenced service while operating as Prima Strada. The proposed hours of operation and occupant load are not expected to result in negative impacts to the community.

b. If the application is approved, the impact on the community is expected to be positive economically as the approval supports the business's operating model and presumably the long term viability as a local business.

c. The views of residents were solicited via a mail out which included 89 letters to neighbouring property owners and occupiers within 100 metres of the licensed location and a notice posted at the property. The City received one letter in response to the request and the Burnside Gorge Community Association has not provided correspondence.

d. Council recommends the license endorsement be approved.

EXECUTIVE SUMMARY

The purpose of this report is to seek a Council resolution, in accordance with the requirements of the *Liquor Control and Licensing Act*, regarding an application by Ile Sauvage Brewing to adjust hours and occupant load of their existing lounge endorsement associated with a manufacturer's licence. Ile Sauvage has requested hours of operation from 11:00 am to 12:00 am daily, and an occupant load of 60 persons. The application has been reviewed by City staff including Planning, Engineering, Business and Community Relations, Bylaw, and Police. In addition, a public notification process is conducted, as required by the Liquor Licence Policy, to allow individuals and the community to share comments through written correspondence. The application has been reviewed against technical policy, and inputs provided by City staff, and through the public notification process have been considered. The proposal has also been considered in the context of the local vicinity and the City as a whole, all of which are reflected in this report and the resulting recommendation.

Ile Sauvage Brewing's application to adjust the hours and occupant load of the lounge endorsement associated with their manufacturer's licence, having hours of operation from 11:00 am to 12:00 am daily, and an occupant load of 60 is not in conflict with the City's current Liquor License Policy. The establishment currently provides licenced service through their lounge endorsement from 9:00 am to 10:00 pm daily for an occupant load of 30 people. Opportunity for public comment included one letter in support of the application and the community association has not provided comment regarding the application. Staff have recommended for Council's consideration that a resolution be made regarding the application, and that Council support the application to adjust the lounge endorsement to their manufacturer's licence, having hours of operation from 11:00 am to 12:00 am daily, and an occupant load of 60 persons at 2960 Bridge Street.

PURPOSE

The purpose of this report is to seek Council resolution, in accordance with the requirements of the *Liquor Control and Licensing Act* (the Act), regarding an application by Ile Sauvage Brewing to adjust their lounge endorsement to have hours of operation from 11:00 am to 12:00 am daily, and an occupant load of 60 persons.

The letter of intent provided in conjunction with the application is included as Appendix A.

BACKGROUND

The Liquor and Cannabis Regulations Branch (LCRB) issues liquor licences under the authority of the *Liquor Control and Licensing Act* and regulations. LCRB determines the category of licence appropriate for the business based on submitted details. In the case of Ile Sauvage Brewing, the establishment has a manufacturing licence, and existing lounge endorsement, and is licenced to provide service from 9:00 am to 10:00 pm daily with an occupant load of 30 people. The manufacture's licence with lounge endorsement is the appropriate licence for the business model and while they are not a food primary, licence conditions do require that food is available while open.

With regard to the application for a lounge endorsement on their manufacturing licence at Ile Sauvage Brewing, local government is asked to provide comments and recommendations to the LCRB regarding:

1. The impact of noise on nearby residents.
2. Impact on the community if the application is approved.

A map of the subject property and the immediate area is attached to this report (Appendix B) and illustrates the 100m public notification area targeted for comment.

As noted above, this application is to adjust the lounge endorsement associated with their manufacturing license to have hours of operation from 11:00 am to 12:00 am daily, and an occupant load of 60 persons. The Liquor and Cannabis Regulations Branch is requesting a resolution from the City of Victoria regarding the application and the review criteria noted above.

ISSUES & ANALYSIS

The following sections will identify the key issues and provide analysis for Council's consideration:

Zoning

The site is zoned appropriately for the use, having rezoned recently (REZ00623) to permit the use.

Compliance of the built space is demonstrated conceptually through application for a building permit and the resulting construction is monitored for compliance through the City inspection process related to the issued building permit.

Noise Bylaw

The City's Noise Bylaw sets forth limits on four key areas within the City which are the Quiet District, Intermediate District, Harbour Intermediate and Activity District. Vancouver Island Brewing is within the Activity District and limited to 70 dBA at the point of reception during daytime hours which end at 10:00 pm. During nighttime hours, noise at the point of reception received is limited to 60 dBA in Quiet districts, 67.5 dBA in the Harbour Intermediate, 67.5 dBA in the Intermediate districts and 70 dBA in the Activity district. 50 dBA is comparable to rainfall, light traffic or a refrigerator, 60 dBA is comparable to conversational speech or an air conditioner, and 70 dBA is comparable to the sound of a gas lawnmower at 100 ft away. Where issues of non-compliance exist, Bylaw Officers and Police have authority to order compliance.

The City of Victoria Noise District Map is included for reference (Appendix C).

Vicinity and Municipal Impacts

Predictability of noise related issues or other community impacts, negative or positive in effect, is challenging due to a number of variable factors. The business model, target clientele, quality of owner/operator, existing density of licenced capacity in the area, hours of service, demographics, and fluctuating populations due to tourism factor into predicting the likelihood of noise related issues and impacts on the community.

Consideration of those factors can assist a municipality to predict negative aspects associated with licenced establishments. The factors considered in conjunction with any application approval at time of consideration change over the life of a licenced establishment, and when they do change, and issues arise, compliance related to noise and other aspects is re-established using tools of enforcement. These tools include LCRB enforcement which ensure responsible and appropriate service as required by the terms of the licence with LCRB. The Noise Bylaw can be enforced to bring an establishment into compliance, and police have authority to bring an establishment back into compliance where issues are more complex.

Ile Sauvage Brewing's application has been considered with regard to the impact it would have on the community and its potential to generate noise related issues. The impact has been considered

in terms of the vicinity and within the city as a whole. The category of licence required by Ile Sauvage Brewing for their operational concept is a manufacturer's licence with lounge endorsement. This type of licence carries a requirement that they must provide, at a minimum, a variety of hot or cold snacks and non-alcoholic beverages during all hours of operation. The establishment is neither a Liquor Primary nor Food Primary but has been compared to both to illustrate the impact it is likely to have in the vicinity.

The local vicinity and the city as a whole have been considered in terms of contributory impact related to occupant load and hours of operation, and if approved, the establishment would provide an additional 30 licenced seats in the area, amounting to a 7% increase in licenced capacity in the area. Vicinity information is attached as Appendix D.

The hours and occupant load proposed for licensed service are considered moderate in comparison other establishments and hours of licenced establishments in the City. Impacts on residents or adjacent business in the area is not expected to be significant due to the moderate occupant load and hours proposed.

City Liquor Licensing Policy

The City's Liquor Licensing Policy directs staff to consider applications for liquor licences having hours of operation not later than 2:00 am. The applicable Council Policy is attached to this report (Appendix E).

The hours of licensed service proposed in this application are within the parameters of the policy.

City Referrals

An inter-departmental review of the project has been undertaken by City staff. The inter-departmental review includes circulation to Planning, Engineering, Business and Community Relations, Bylaw, and Police. That review has resulted in the following feedback:

Planning

- The use is approved as per REZ00623, specifically to permit the licenced seating area (lounge) in the manufacturing space and retail sale of manufactured products.

Engineering

- Transportation related noise impacts or general community impact are not anticipated.

Business and Community Relations

- Business and Community Relations noted the absence of residents in the area and does not anticipate issues because of this, and the low occupant load and moderate hours proposed.

Bylaw

- Bylaw did not have concerns related to the proposal

Police

- Police did not express concern for the request at the location given the size and hours proposed, and also because of the remoteness of the establishment in relation to those that may be impacted otherwise such as residents. Appendix F.

Community Consultation

In accordance with the City's Liquor Licensing Fee Bylaw and Liquor Licensing Policy, all property owners and occupiers within 100 metres of the applicant's location were solicited by a mailed notice to provide input regarding this application. In addition, Ile Sauvage Brewing displayed a notice poster at the entrance for 30 days which invited people to provide input to the City with respect to this application.

A total of one letter was received which was in support of the application. Correspondence from the Burnside Gorge Community Association was not received. Letters were sent to 89 owners and occupants in the area and resulting correspondence received is available in Appendix G.

Applicant Response

As is standard practice as a part of the liquor licence process, after City staff gives input, the applicant has a chance to review the information (and this report) and respond prior to the report being forwarded to Council. After the applicant reviewed City staff comments, the applicant declined opportunity to provide additional correspondence related to the staff review.

IMPACTS

Accessibility Impact Statement
The establishment is accessible at ground level and meets accessibility requirements of the BC Building Code.

Strategic Plan 2019 – 2022
The recommendation to support the application is likely to increase the long-term viability of the local brewery as an employer and economic contributor, which is consistent with Strategic Objective #4 – *Prosperity and Economic Inclusion*.

Impacts to Financial Plan
None

Official Community Plan
The license application is consistent with the *Official Community Plan* which designates the property for Industrial / Employment use.

CONCLUSIONS

The application to adjust hours and occupant load of the lounge endorsement associated with Ile Sauvage Brewing's manufacturing license, to have hours of operation from 11:00 am to 12:00 am daily, and an occupant load of 60 persons is not in conflict with the City's current liquor licensing policy. The site has been rezoned to accommodate the proposal, and potential for impacts related to the establishment, if approved, will likely be minimal based on the hours proposed, low occupant load and low licenced seating capacity in the area. Staff recommend for Council's consideration that a resolution be made regarding the application and that Council support the application for lounge endorsement for Ile Sauvage Brewing.

ALTERNATE MOTION (No Support)

That Council, after conducting a review with respect to noise and community impacts regarding the application to adjust hours and occupant load of the lounge endorsement associated with the manufacturing licence of Ile Sauvage Brewing, at 2960 Bridge Street, does not support the request for the amendment.

Respectfully submitted,

Ryan Morhart
Manager
Permits & Inspections

Andrea Hudson
Acting Director
Sustainable Planning & Community Dev.

Report accepted and recommended by the City Manager:

Date: July 4, 2019

List of Attachments

Appendix A: Rationale Letter
Appendix B: Site Map
Appendix C: Noise District Map
Appendix D: Vicinity Map
Appendix E: Council Policy
Appendix F: Police Comments
Appendix G: Public Response from 30 day posting
Appendix H: Provincial Liquor License Types

Appendix A

To Whom It May Concern:

We at Ile Sauvage Brewing Company are really excited to be a new craft beer experience here in Victoria. We have been operating for the last 5 months with a Lounge Endorsement with a maximum occupancy of 30 persons.

So far, it has been an amazing experience and we have served lots of happy local residents and have not had any issues with noise nor any other disturbances in our neighbourhood. As we are a niche product (sour beer) people from all over Victoria and travellers alike have sought us out for the artisanal products we are making and serving.

For this current application, all we are seeking is to increase our Lounge occupancy number from 30 to 60 persons to be able to offer a more flexible venue for private events, and ensure we have adequate occupancy capacity for our regular lounge operation.

The composition of our neighbourhood is primarily a mixture of heavy/light industry and commercial. There are no residences within any significant proximity to our establishment. We see the potential for noise disturbances to be low for our business. Our primary hours of operation will likely see alcohol service end by 10pm. Our immediate neighbours are all businesses with hours of operation ceasing around 5pm. Our impact on parking is similar, we intend to operate primarily outside of the normal hours of operation of our neighbours, reducing the load on available parking.

During our rezoning process of our property to allow for the lounge, we received unanimous support from the Burnside/Gorge community association with respect to our business vision and plan. City of Victoria council also approved our rezoning application for the brewery/lounge model. To receive approval for our initial lounge application, we also completed a public notification process through the Liquor Control and Licensing Branch, where the only response was in favour of our application.

We hope you will consider our application for an amendment to our occupancy numbers and hours of operation as we feel we will still be a positive asset to the area with these minor changes.

Thank you.

Stephane Turcotte
Ile Sauvage Brewing Company

Site Plan Of:
Lot 1, Section 5, Victoria District, Plan 28735.
P.I.D. 001-620-207

5 4 3 2 1 0 5 10 15

Scale = 1:200

Dated this 2nd day of November, 2017.

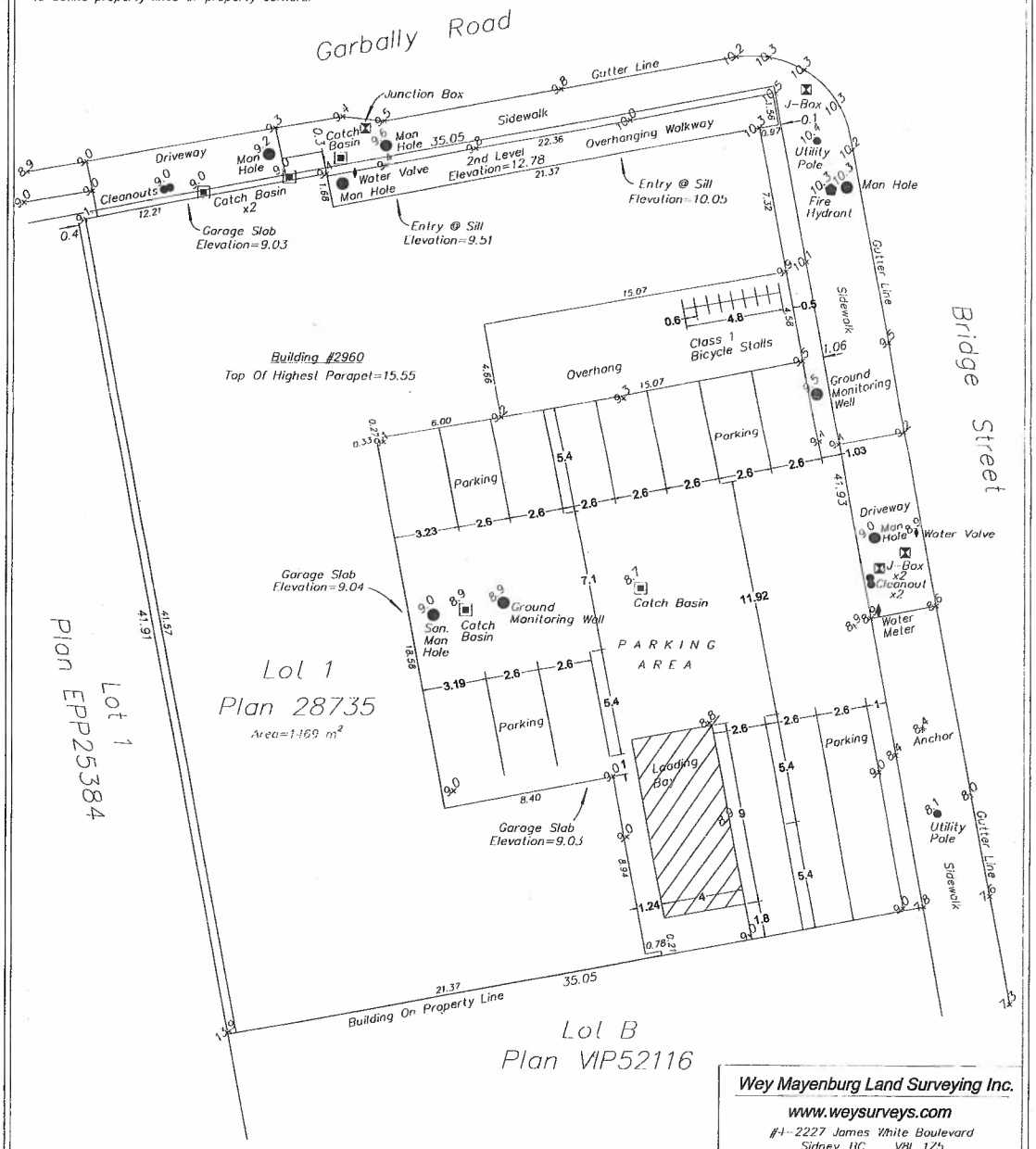
Distances and elevations shown are in metres.

Elevations are based on geodetic datum CVD28BC and derived from OCM 24-94.

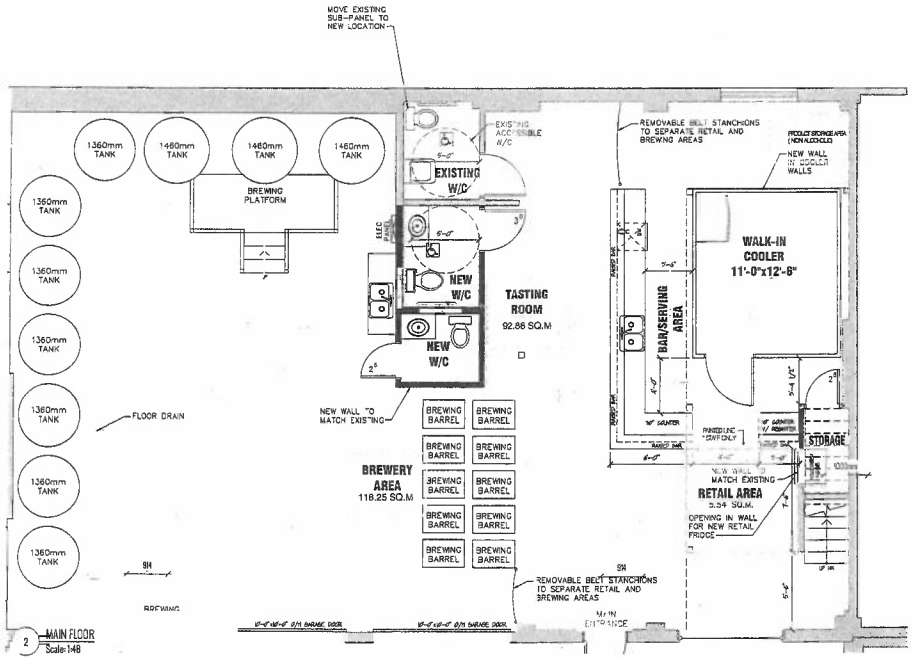
This site plan is for building and design purposes and is for the exclusive use of our client.

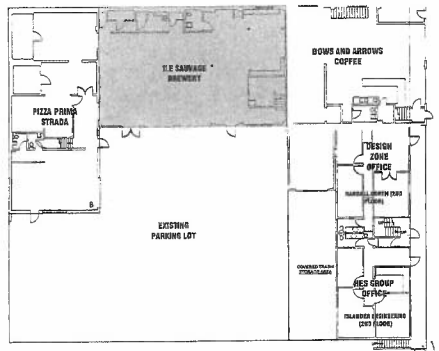
This document shows the relative location of the surveyed structures and features with respect to the boundaries of the parcel described above. This document shall not be used to define property lines or property corners.

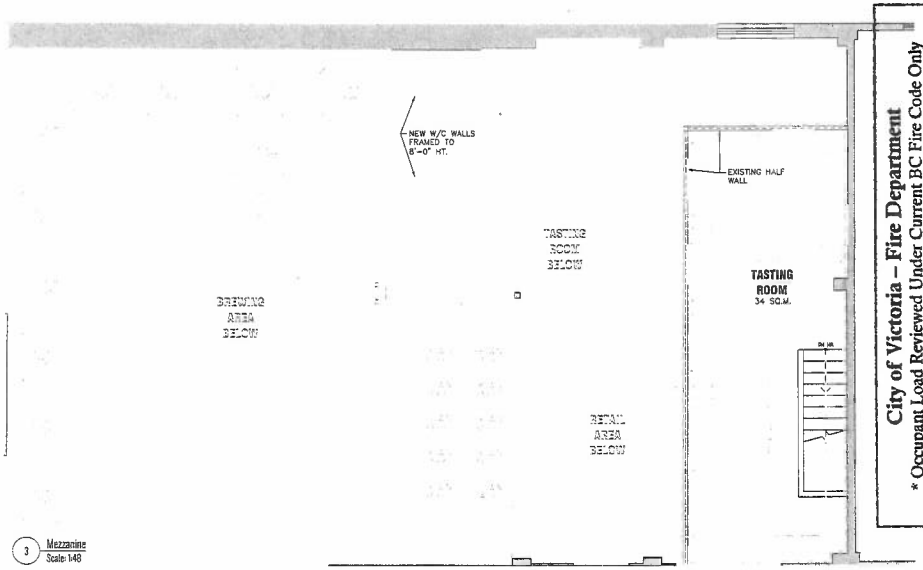
PARKING PLAN OVERLAY	
PARKING STALLS	14
LOADING BAY	1
CLASS 1 BICYCLE	8



Wey Mayenburg Land Surveying Inc.
www.weysurveys.com
#1-2227 James White Boulevard
Sidney, BC V8L 1Z5
Telephone (250) 656-5155
File: 170355\SIT\GH







City of Victoria – Fire Department	
* Occupant Load Reviewed Under Current BC Fire Code Only	
Maximum Occupant Load is:	
Main Floor: 45 Persons	Fire Prevention Officer:
Mezzanine: 15 Persons	Name: M. SAGELE
Patio/Deck: — Persons	Signature:
Total: 60 Persons	Date: SEPT 12 2018

CODE REVIEW:

3.1.2 CLASSIFICATION OF PARTS OF BUILDINGS BY MAJOR OCCUPANCY
The major occupancies are:
Group F3 - Low Hazard Industrial *Pizzeria Primastrata no longer occupies this suite.
Group A2 - Assembly Occupancy

3.1.3 MULTIPLE OCCUPANCY REQUIREMENTS - SEPARATION OF MAJOR OCCUPANCIES
Coffee Roaster F-3 1 hour to A-2
Kitchen Group F-3 1 hour to A-2
Offices Group D 1 hour to A-2

3.1.17 OCCUPANT LOAD CALCULATIONS: (design occupant load)
Industrial uses manufacturing and process rooms 4.6m² per person
GROUP F-3 104.52m²/4.6m² = 22.72
Assembly use with fixed seats and non-fixed seats 0.75m² per person
GROUP A-2 144.48m²/0.75m² = 192.64 (*occupant load of mezzanine included in this 34m²/0.75m² = 45.33)

2.7.1.3 BC FIRE CODE OCCUPANT LOAD CALCULATIONS: (maximum permissible occupant load)
Stair 1m @ 8mm = 125 people
Door 914m @ 5.1mm = 195 people max permissible occupant load
Inhabitable Space 1600sf @ 4 sf = 400 people

3.2.2 OCCUPANCY CLASSIFICATION
3.2.2.81 Group F, Division 3, up to 4 Stories
2 Stories, Facing 2 streets, maximum area 3000m², 45 minute rating for floor assemblies, mezzanines, roof assemblies, load bearing walls.

3.3.1.5 EGRESS DOORWAYS - 3.4.2 NUMBER AND LOCATION OF EXITS FROM FLOOR AREAS:
Group F3 Area: 104.52m² (Main Floor) which is within the maximum allowable area of room or suite of 200m² therefore only 1 exit required within the maximum travel distance of 15m.

Group A Area: 144.48m² (Main Floor - Mezzanine) which is within maximum allowable area of area of room or suite of 150m² therefore only 1 exit required within the maximum travel distance of 15m.

3.3.1.6 TRAVEL DISTANCE: - 3.4.2.2. CRITERIA FOR EGRESS FROM MEZZANINE SPACE
Group F3 Main Floor: 15m (Max allowable 15m)
Group A2 Main Floor and Mezzanine: 15m (Max allowable 15m)
(*occupant load of mezzanine 34m²/0.75m² = 45.33, not more than 60)

3.4.3.2 EXIT WIDTHS OF CORRIDOR & STAIR:
Group F Brewery and A-2: Min width of Exit Corridors and Passageways 1100mm, Stairs 900mm, Doorways 800mm.

3.4.6.8 STAIRS:
Run of not less than 280mm between successive steps
Rise of not less than 125mm and not more than 180mm
Must have a closed riser with a rakeback of not more than 38mm with an angle not less than 60 degrees.

3.7.2.2.C WATERCLOSETS for Industrial Occupancy
GROUP F-3 Industrial Occupancy 104.52m²/4.6m² = 22.72 therefore 2 watercloset required. 1 unisex provided.
We will have a conspicuous occupancy sign posted with a maximum of 20.

GROUP A-2 Assembly Occupancy 144.48m²/0.75m² = 192.64/2 = 96.32 of each sex therefore 2 male and 4 female required.
2 universal, unisex watercloset provided.
We will have a conspicuous occupancy sign posted with a maximum of 60. (25 of each sex plus 10 for accesible bonus)

REGISTERED ARCHITECT PAMELA UBEDA BRITISH COLUMBIA

ALL IN DESIGN
250 | 364 | 3826
PO BOX 1667
ROSSLAND, BC
V0G 1Y0

THESE DESIGNS AND DRAWINGS ARE COPYRIGHT OF ALL IN DESIGN. THEY ARE THE EXCLUSIVE PROPERTY OF THE FIRM AND CAN NOT BE USED, REPRODUCED OR COPIED IN FULL OR IN PORTION WITHOUT WRITTEN CONSENT

WRITTEN DIMENSIONS HAVE PRECEDENCE. DO NOT SCALE THIS DRAWING

VERIFY ALL DIMENSIONS, DATUMS, LEVELS, AND OTHER INFORMATION PRIOR TO COMMENCEMENT OF WORK. REPORT ANY DISCREPANCIES OR OMISSIONS TO THE DESIGNER IMMEDIATELY

CONTRACTOR TO PROVIDE ENGINEERED STAMPED DRAWINGS FOR ALL STRUCTURAL ELEMENTS

ALL WORK MUST COMPLY WITH THE MOST RECENT EDITION OF THE B.C. BUILDING CODE AND ANY OTHER GOVERNING AUTHORITIES

COAST + BEAM

CODE REVIEW

MARCH 22 2018 | ISSUED FOR BUILDING PERMIT APPLICATION
MAY 14 2018 | RE-ISSUED FOR BUILDING PERMIT
JUNE 20 2018 | RE-ISSUED FOR BUILDING PERMIT
JUNE 20 2018 | RE-ISSUED FOR BUILDING PERMIT
AUG 03 2018 | ISSUED FOR LOUNGE OCCUPANCY

PAMELA UBEDA | ARCHITECT,AIBC
CERTIFIED REGISTERED PROFESSIONAL

PROJECT:

ILE SAUVAGE
BREWERY LAYOUT

2960 BRIDGE STREET
VICTORIA B.C.

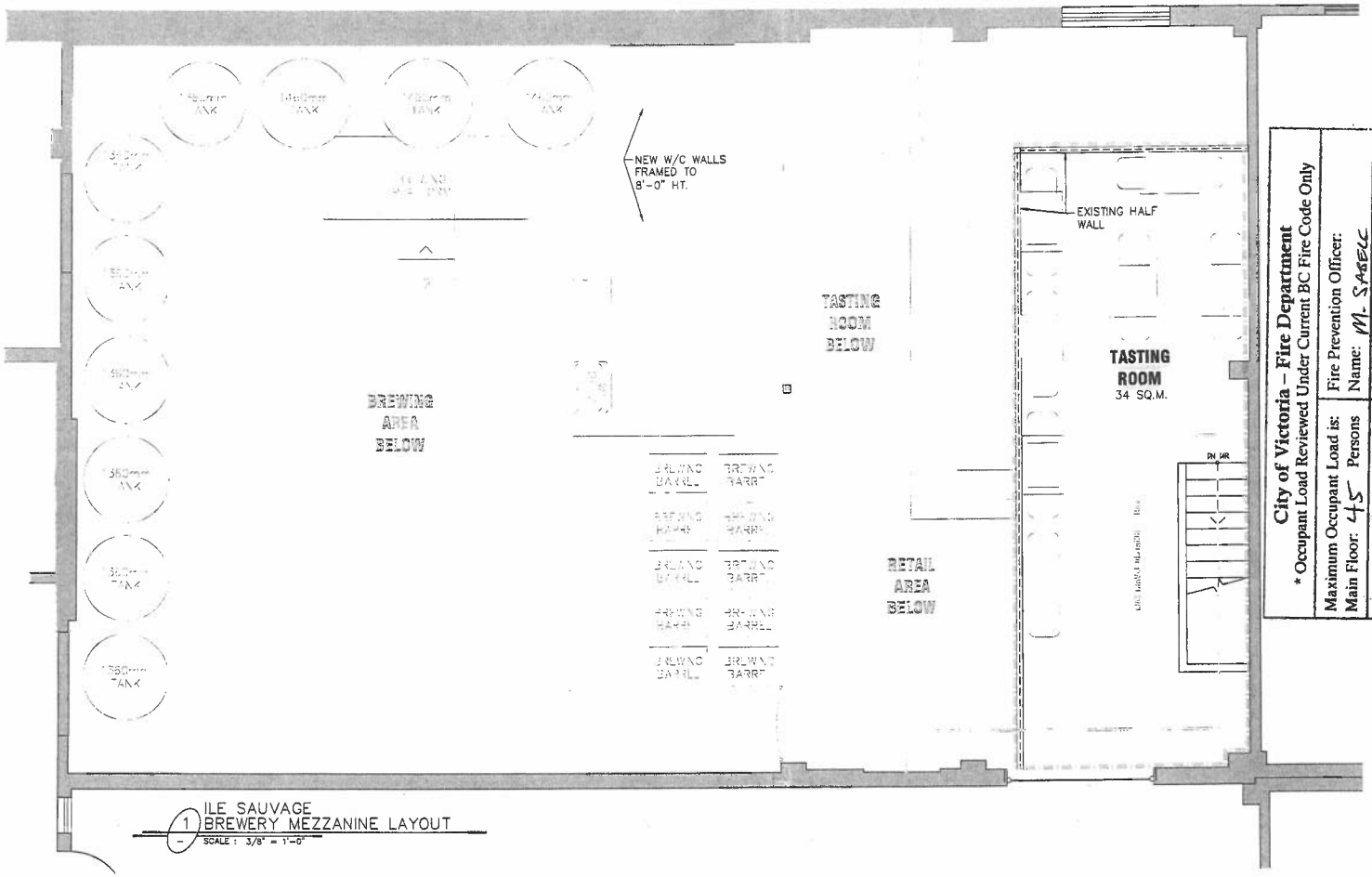
DRAWING TITLE:

MANUFACTURE'S
LICENCE DRAWINGS

SCALE: NTS
DATE: 21/03/2018
DRAWN BY: EPC

JOB NUMBER: AID2017-13

SHEET #: A1



1 ILE SAUVAGE BREWERY MEZZANINE LAYOUT
SCALE : 3/8" = 1'-0"

City of Victoria – Fire Department
*** Occupant Load Reviewed Under Current BC Fire Code Only**

Maximum Occupant Load is: Main Floor: 45 Persons	Fire Prevention Officer: Name: M. SABELLE	Signature:	Date: SEPT 12 2018
Mezzanine: 15 Persons			
Patio/Deck: — Persons			
Total: 60 Persons			

ALL IN DESIGN
250 | 364 | 3826
PO BOX 1667
ROSSLAND, BC
V0G 1Y0

THESE DESIGNS AND DRAWINGS ARE COPYRIGHT OF ALL IN DESIGN. THEY ARE THE EXCLUSIVE PROPERTY OF THE FIRM AND CAN NOT BE USED, REPRODUCED OR COPIED IN FULL OR IN PORTION WITHOUT WRITTEN CONSENT

WRITTEN DIMENSIONS TAKE PRESIDENCE. DO NOT SCALE THIS DRAWING.

VERIFY ALL DIMENSIONS, DATUMS, LEVELS, AND OTHER INFORMATION PRIOR TO COMMENCEMENT OF WORK. REPORT ANY DISCREPANCIES OR OMISSIONS TO THE DESIGNER IMMEDIATELY.

CONTRACTOR TO PROVIDE ENGINEERED STAMPED DRAWING FOR ALL STRUCTURAL MEMBERS

ALL WORK MUST COMPLY WITH THE MOST RECENT EDITION OF THE B.C. BUILDING CODE AND ANY OTHER CONTROLLING AUTHORITIES.

REVISION SCHEDULE

DATE	SET	REV
24/04/2018	ISSUED FOR PERMIT	0

PROJECT:
ILE SAUVAGE
BREWERY LAYOUT

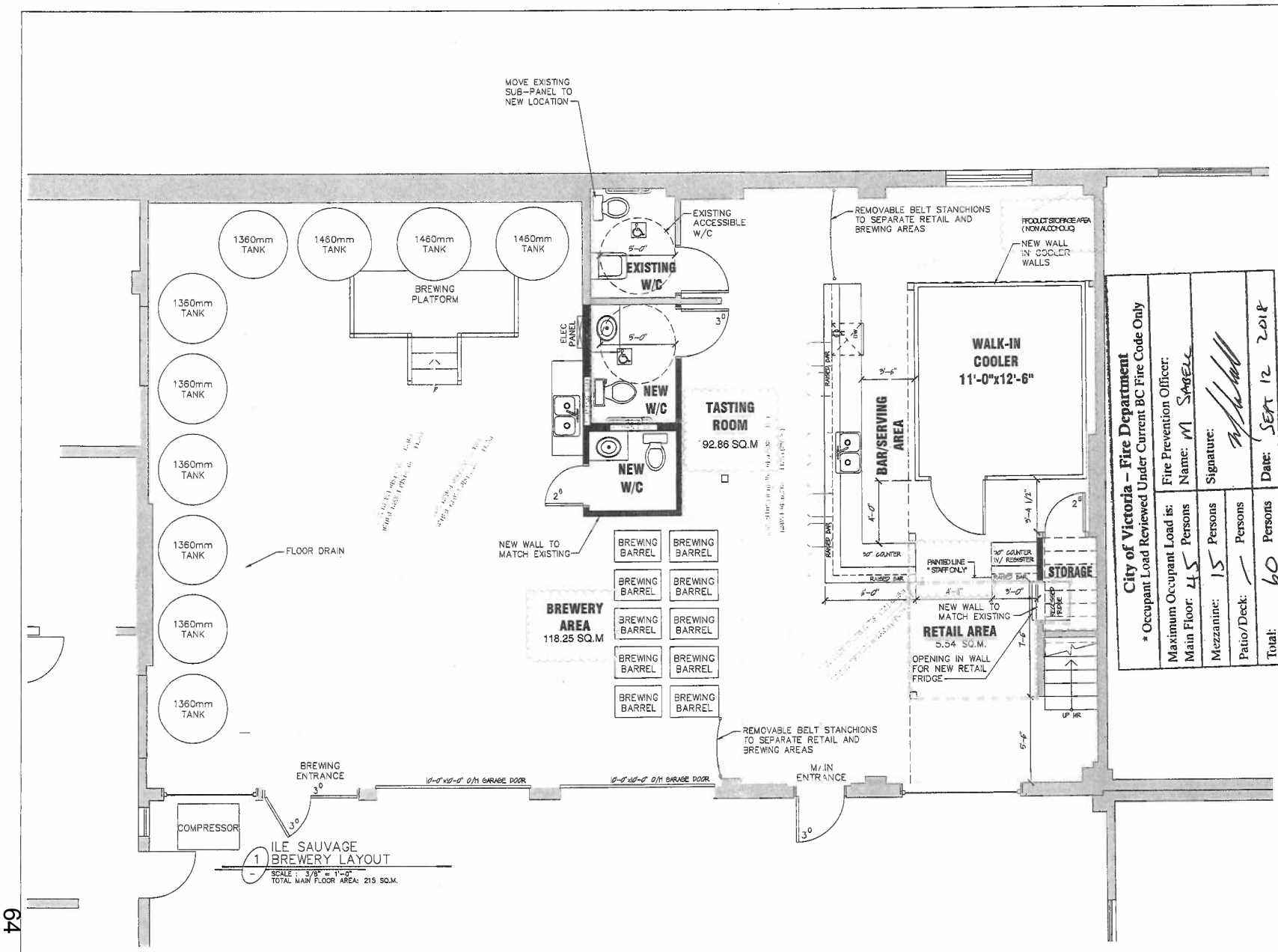
2960 BRIDGE STREET
VICTORIA B.C.

DRAWING TITLE:
MANUFACTURE'S
LICENCE DRAWINGS

SCALE: 3/8" = 1'
DATE: 24/04/2018
DRAWN BY: EPC

JOB NUMBER: AID2017-13

SHEET #: A2



City of Victoria – Fire Department
* Occupant Load Reviewed Under Current BC Fire Code Only

Maximum Occupant Load is: Main Floor: 45 Persons	Fire Prevention Officer: Name: M Sagell	Signature:	Date: Sept 12 2018
Mezzanine: 15 Persons			
Patio/Deck: — Persons			
Total: 60 Persons			

ALL IN DESIGN
250 | 364 | 3826
PO BOX 1657
ROSSLAND, BC
V0G 1Y0

THESE DESIGNS AND DRAWINGS ARE COPYRIGHT OF ALL IN DESIGN. THEY ARE THE EXCLUSIVE PROPERTY OF THE FIRM AND CAN NOT BE USED, REPRODUCED OR COPIED IN FULL OR IN PORTION WITHOUT WRITTEN CONSENT.
WRITTEN DIMENSIONS TAKE PRECEDENCE. DO NOT SCALE THIS DRAWING.
VERIFY ALL DIMENSIONS, DATUMS, LEVELS, AND GRADES INFORMATION PRIOR TO COMMENCEMENT OF WORK. REPORT ANY DISCREPANCIES OR OMISSIONS TO THE DESIGNER IMMEDIATELY.
CONTRACTOR TO PROVIDE ENGINEERED STAMPED DRAWING FOR ALL STRUCTURAL MEMBERS.
ALL WORK MUST COMPLY WITH THE MOST RECENT EDITION OF THE B.C. BUILDING CODE AND ANY OTHER GOVERNING AUTHORITIES.

REVISION SCHEDULE

DATE	SET	REV
24/04/2018	ISSUED FOR PERMIT	0

PROJECT:
ILE SAUVAGE
BREWERY LAYOUT

2960 BRIDGE STREET
VICTORIA B.C.

DRAWING TITLE:
MANUFACTURE'S LICENCE DRAWINGS

SCALE: 3/8" = 1'
DATE: 24/04/2018
DRAWN BY: EPC

JOB NUMBER: AID2017-13

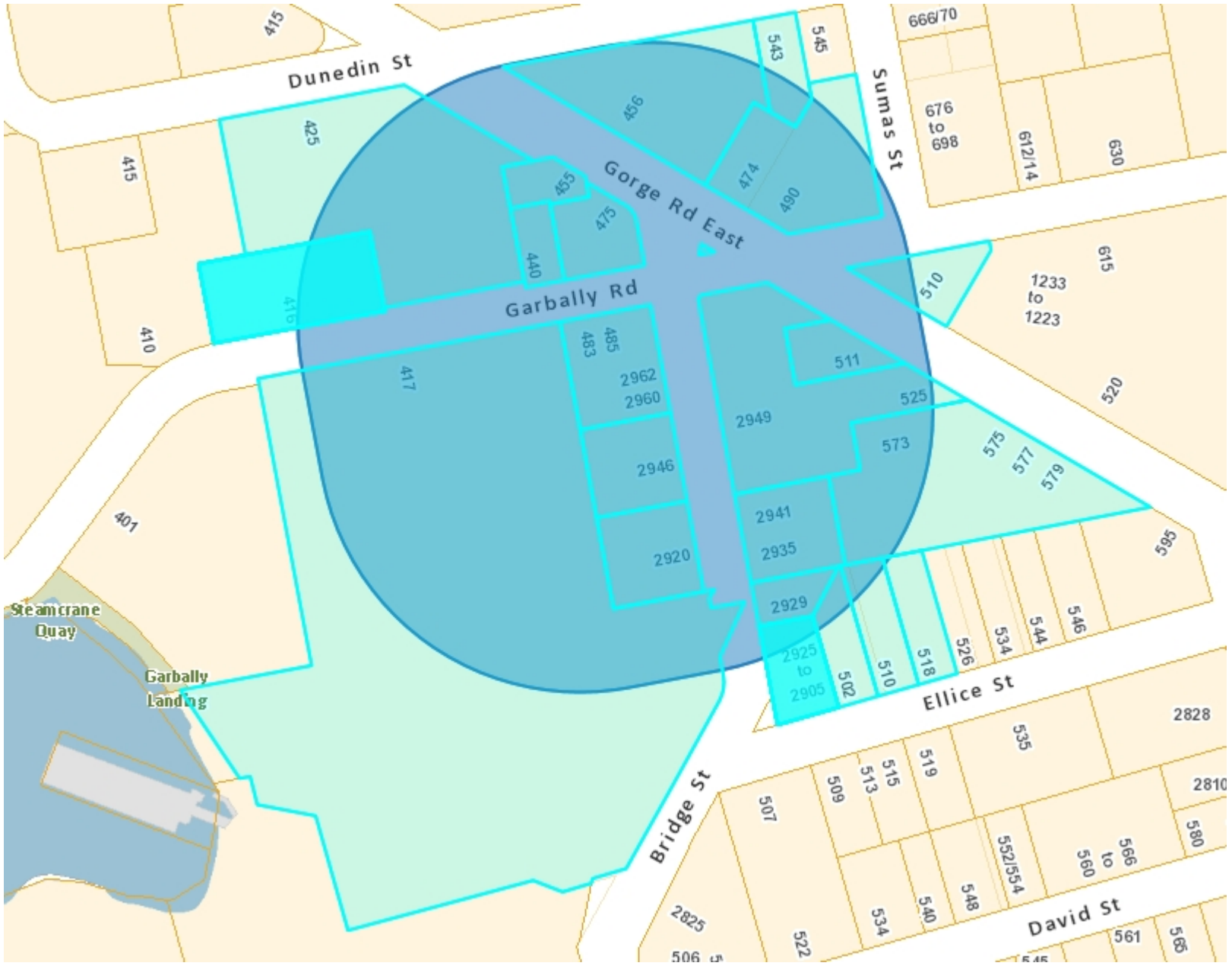
SHEET #: A1

CITY OF VICTORIA

06/07/2019

Printed from VicMap (Internal Version)

Appendix B



Legend

- Victoria Parcels

1: 2,191

Notes

111 0 56 111 Meters

NAD_1983_CSRS_UTM_Zone_10N

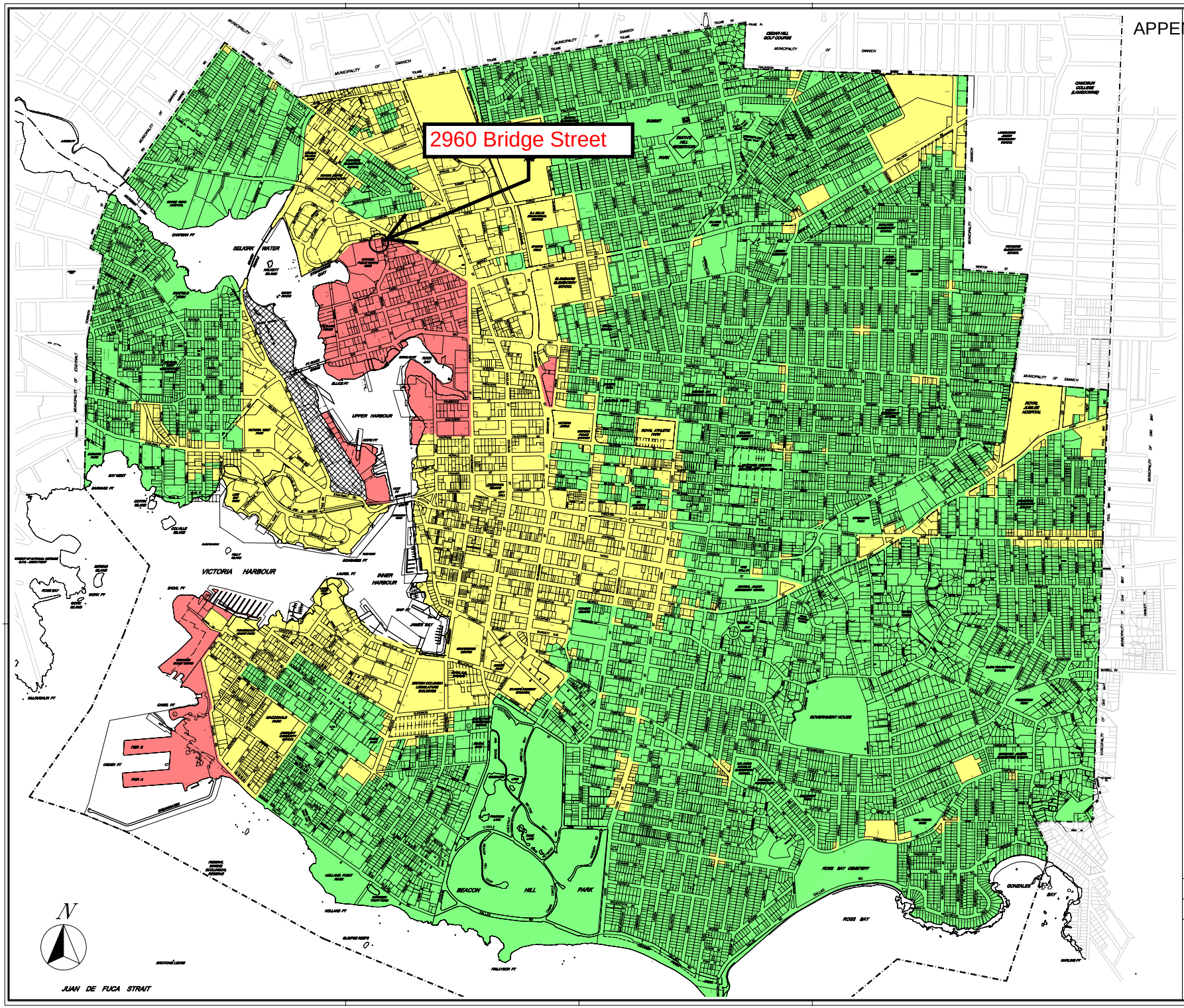
Public domain: can be freely printed, copied and distributed without permission.

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. This plan should be field confirmed by the user prior to beginning construction. BC Hydro, Fortis Gas, Telus, and Fibre Optics locations must be confirmed with the appropriate utility. For internal use only. Do not distribute.

THIS MAP IS NOT TO BE USED FOR NAVIGATION

APPENDIX C

City of Victoria
Noise District Map



LEGEND

- Quiet District
- Intermediate District
- Harbour Intermediate District
- Activity District

Date: February 17, 2004

Scale: Not to Scale

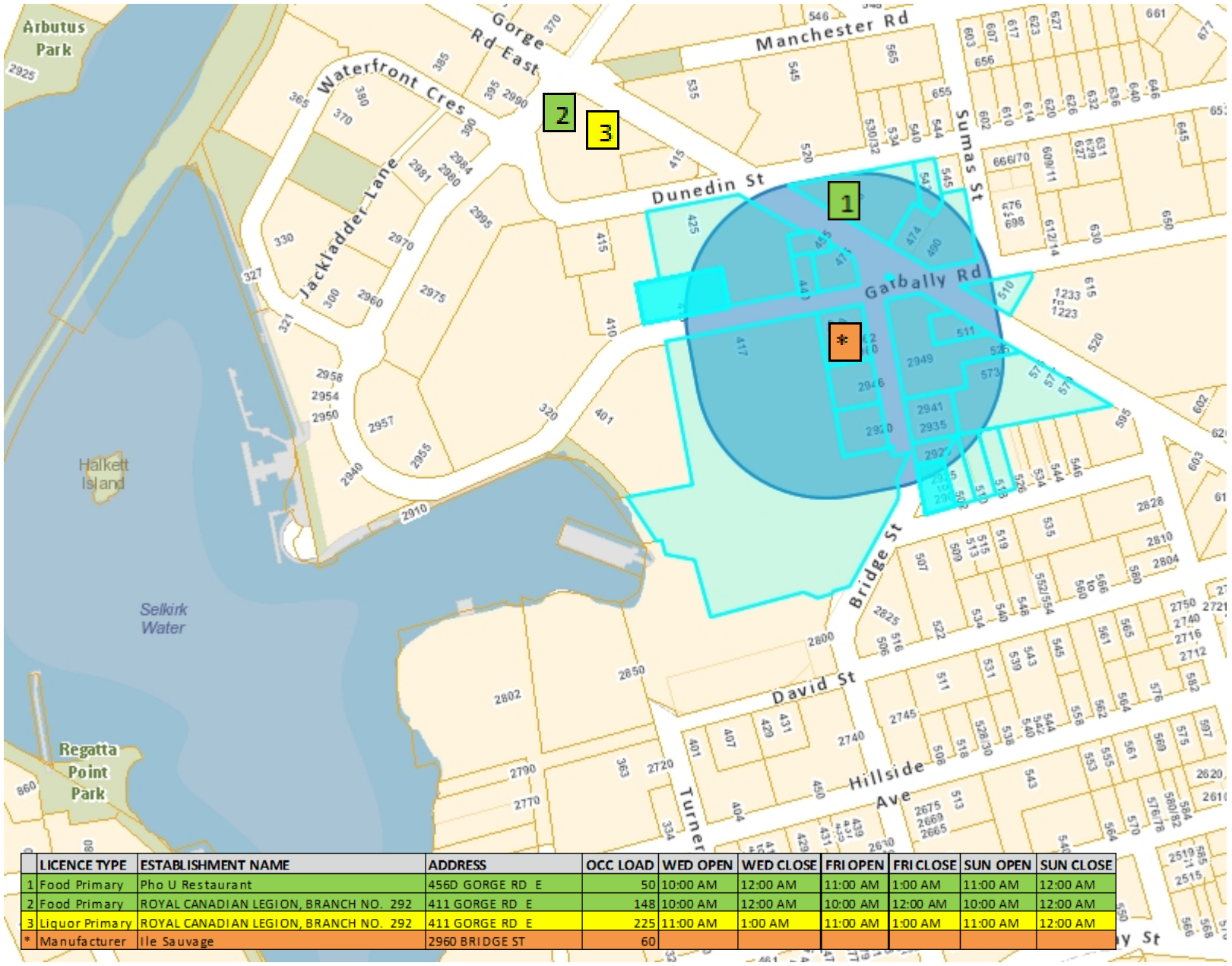
THE CITY OF VICTORIA

CITY OF VICTORIA

Printed from VicMap (Internal Version)

06/07/2019

Appendix D



	LICENCE TYPE	ESTABLISHMENT NAME	ADDRESS	OCC LOAD	WED OPEN	WED CLOSE	FRI OPEN	FRI CLOSE	SUN OPEN	SUN CLOSE
1	Food Primary	Pho U Restaurant	456D GORGE RD E	50	10:00 AM	12:00 AM	11:00 AM	1:00 AM	11:00 AM	12:00 AM
2	Food Primary	ROYAL CANADIAN LEGION, BRANCH NO. 292	411 GORGE RD E	148	10:00 AM	12:00 AM	10:00 AM	12:00 AM	10:00 AM	12:00 AM
3	Liquor Primary	ROYAL CANADIAN LEGION, BRANCH NO. 292	411 GORGE RD E	225	11:00 AM	1:00 AM	11:00 AM	1:00 AM	11:00 AM	12:00 AM
*	Manufacturer	Ile Sauvage	2960 BRIDGE ST	60						

223 0 111 223 Meters

NAD_1983_CSRS_UTM_Zone_10N

Public domain: can be freely printed, copied and distributed without permission.

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. This plan should be field confirmed by the user prior to beginning construction. BC Hydro, Fortis Gas, Telus, and Fibre Optics locations must be confirmed with the appropriate utility. For internal use only. Do not distribute.

Legend

- Victoria Parcels

1: 4,383

Notes

THIS MAP IS NOT TO BE USED FOR NAVIGATION

CITY OF VICTORIA	Liquor Licencing Policy
	Page 1 of 2

SUBJECT:	Liquor Licencing Policy	
PREPARED BY:	Sustainable Planning and Community Development	
AUTHORIZED BY:	City Council	
EFFECTIVE DATE:	October 12, 2017	
REVIEW FREQUENCY:	Every three years	**REVISION DATE:**

A. PURPOSE

The purpose of the City of Victoria's Liquor Licensing Policy is to provide direction to the following parties:

1. Liquor licence applicants on the process and fees associated with City of Victoria review of applications;
2. Liquor Control and Licencing Board (LCBC) on the types of applications that the City will opt-out of providing comment on; and
3. City staff on application review and public notification criteria for those types of liquor licence applications that require review by Council and opportunity for the public to comment.

B. POLICY STATEMENTS

1. This policy applies to liquor license applications in the City of Victoria.:

2. The city will opt out of the review and comment requirements for the following types of applications;
    a. Liquor Primary with licensed service up to 10:00 pm and having an occupant load less than 31 persons.
    b. Manufacturer with Lounge Endorsement, Special Event Area, or Picnic Area with licensed service up to 10:00 pm and having an occupant load less than 31 persons.
    c. A temporary extension to hours of licensed service for all licence types up to 3:00 am on New Year's Eve.
    d. The addition of an Entertainment Endorsement to any Food Primary with licensed service up to 12:00 am.

3. The City of Victoria generally does not approve the extension of liquor service past 2:00 am, with the exception of New Year's Eve, which allows for service up to 3:00 am. In extraordinary cases, the City may consider short term or one time provisions for allowing liquor service between 2:00 am and 9:00 am to accommodate international sporting or significant cultural events.

C. PROCEDURES

A business engaging in the manufacture, sale or service of liquor must have a City of Victoria Business License to lawfully conduct its businesses.

The provincial government, through the Liquor Control and Licencing Branch, is the first and last point of contact for businesses interested in applying for a liquor licence.

The application process and related fees will be made available to any business or member of the public through the internet or by request.

For any liquor applications where the City of Victoria has not opted out of providing comment, the following provisions apply:

1. Public notification for comment will be placed at the site for a period no less than 30 days.

2. The City will provide public notification through mailed notice to all residents and businesses within a 100 metre radius.

3. The City will provide notification to the applicable community association.

4. When providing comment on an application, the City will include comments on those aspects within the parameters set by LCLB which currently include:
    a. Noise impacts in the immediate vicinity of the establishment;
    b. Impact on the community if approved (including the location of the establishment and person capacity and hour of liquor service of the establishment)
    c. Confirm that the establishment is being operated in a manner that is consistent with its primary purpose (only for food primary)

D. ENFORCEMENT POLICY

Businesses that have a history of non-compliance with local and provincial government bylaws and legislation or re-occurring nuisance issues may be subject to a Good Neighbour Agreement that will be reviewed along with the annual renewal of a business licence. Lack of adherence to this agreement may result in a business licence being revoked. This will be assessed by staff on a case by case basis.

E. REFERENCES

Business License Bylaw (89-071)
Land Use Procedures Bylaw (16-028)
Noise Bylaw (03-012)
Liquor Licensing Fee Bylaw (01-06)

F. REVISION HISTORY

None

Ryan Morhart

From: DoNotReply@escribemeetings.com on behalf of eSCRIBE Notification <DoNotReply@escribemeetings.com>
Sent: Monday, June 18, 2018 3:15 PM
To: Ryan Morhart
Subject: eSCRIBE Task Alert: Motion Arising from the Motion to Postpone to the June 14, 2018 Committee of the Whole meeting the 1199 Government Street - Application for a Permanent Change to Hours of Service for a Food Primary License (0302087) Earl's Restauran...

This is an automated task reminder from eScribe.

A Task has been assigned to you does not have a due date.

Meeting: **VCC_Jun14_2018**
Agenda Item: **Motion Arising from the Motion to Postpone to the June 14, 2018 Committee of the Whole meeting the 1199 Government Street - Application for a Permanent Change to Hours of Service for a Food Primary License (0302087) Earl's Restaurant (Downtown)**
Due Date: **None**

Task Description:

That Council direct staff that all future liquor licence applications include a letter from the Police Department attached to the report.

To view the task, please click here.

Please complete the task as soon as possible. Thank you.

Ryan Morhart Appendix F

From: Watson, Cliff [redacted]
Sent: Tuesday, April 23, 2019 7:57 AM
To: Ryan Morhart; Steve Hutchison; Michael Hill; Whiskin, Jamie; Barrie Cockle; Leanne Taylor; Thom Pebernat
Subject: RE: LL000277 Ile Sauvage Brewing Company | 2960 Bridge Street

The Ile Sauvage Brewing Company is located on Bridge Street in an industrial/commercial district, with no residential component in the immediately surrounding neighbourhood.

The nature of this operation, combined with the location, would suggest that this application would not have any significant impacts on the community. We do note that the letter of intent states they would operate until 10pm, however, the actual licence application indicates midnight.

The increase in liquor seats is modest, and even when combined with the extended hours, the usual impacts associated with these applications (and their collective incremental effects) are mitigated by the somewhat isolated location of the business.

VICTORIA POLICE

Sgt Cliff Watson
Operational Planning
Victoria Police Department
850 Caledonia Ave
Victoria BC, V8T 5J8
Office. 250-995-7218
[redacted]

Ryan Morhart

From: Adam Carmichael <adam@integratedprocessinginc.com>
Sent: Thursday, May 9, 2019 12:00 PM
To: Ryan Morhart
Subject: Ile Sauvage Proposal

Dear Manager, Permits and Inspections,

I am writing to support the proposed amendment to the existing lounge endorsement for Ile Sauvage Brewing Company Ltd. at 2960 Bridge St.

I am the owner of neighbouring business and have seen nothing but positive impacts on the neighbourhood due to the presence of Ile Sauvage. The tasting room has brought vibrancy to the area both in terms of creating a community gathering space, and in creating economic activity. An increase in occupant load will not only help this local business, but will also create more foot traffic in the area and thus be a benefit to neighbouring businesses.

The location has ample off-street parking to provide for an increase in occupant load. Ile Sauvage has demonstrated that they are a responsible operator and can professionally manage an increase in occupancy.

This type of business is perfectly in keeping with the mixed light industrial use typical of the neighbourhood. It will continue to benefit the City to support manufacturers that also provide customer facing retail and services.

Thank you for your careful consideration of this proposal to amend the lounge endorsement of Ile Sauvage.

Adam Carmichael, Phd
Integrated Processing Inc.
409 David St.
Victoria, BC
250-589-9052

Types of Liquor Licences Issued in the Province of British Columbia

Last updated: October 5, 2017

The Liquor Control and Licensing Branch (LCLB) supervises over 10,200 licensed establishments and over 25,000 temporary special events per year in B.C.

The purpose of this document is to give a broad understanding of the types of liquor licences issued in B.C. Visit the LCLB's website at www.gov.bc.ca/liquorregulationandlicensing and the hyperlinks below for the most up to date information.

Licences:

Agent – for independent liquor agents who market products from liquor manufacturers outside of B.C.

Catering – for catering companies who wish to serve liquor in addition to food, with food service as the primary purpose.

Food Primary – for businesses where the primary purpose is to serve food (such as restaurants).

> A Patron Participation Endorsement is an additional term and condition on a food primary licence that permits the active involvement of patrons in entertainment or results in patrons leaving their seats, such as dancing or karaoke. An application for this endorsement requires additional considerations beyond the routine assessment of an initial application. To ensure that community concerns about noise, nuisance and other impacts are considered, input from local government or First Nation authorities is required before patron participation entertainment will be approved for a food primary establishment.

Liquor Primary – for businesses where the primary purpose is to sell liquor (such as bars, pubs, and nightclubs, as well as stadiums, theatres, aircraft, etc.). Liquor primary licences are also for businesses that wish to serve liquor as an additional service to their primary business (such as spas, salons, art galleries, etc.)

> *Liquor Primary Club* – a sub-class of the liquor primary licence for private clubs. To be eligible to apply, the club must be a society registered under the provincial Societies Act or a non-profit or veterans organization incorporated by special act of parliament. LP Clubs must have at least 50 members who pay annual fees. The service area of an LP Club is restricted to members and guests only.

Manufacturer – for businesses making wine, cider, beer (this includes brew pubs), or spirits (known as wineries, breweries, and distilleries). Manufacturers can also apply to add a lounge, special event area, and/or picnic area endorsement to their manufacturer licence.

UBrew/UVin (Ferment-on-Premises) – for businesses that sell ingredients, equipment and provide advice for customers to make their own beer, wine, cider or coolers.

Licensee Retail Store* – for selling liquor by the bottle at retail stores (often called private liquor stores).

Wine Store* – for wine stores including winery-operated stores, independent wine stores, VQA stores and tourist wine stores.

Special Wine Store – available to eligible grocery stores only, the special wine store licence permits the sale of 100% BC wine on grocery store shelves.

**No new licences are available at this time.*

Permits:

Special Event Permit – for individuals and groups holding special events (such as community celebrations, weddings or banquets).

Ethyl Alcohol Purchase Permit – for purchasing ethyl alcohol for commercial and industrial use.

Charitable Auction Permit – for registered charities and non-profit organizations that wish to hold liquor auctions to raise funds for a charitable purpose.

What is the difference between a food primary and a liquor primary licence?

A food primary licence is issued when the primary purpose of the business is the service of food (such as restaurants and cafes). A liquor primary licence is issued when the primary purpose of the business is the service of liquor, hospitality or entertainment (such as bars, pubs, spas, and art galleries).

The approval process is different for both types of licences, with the process for liquor primaries being more involved. Minors are generally prohibited from liquor primary establishments, unless the licence specifically allows them.

Additional Resources:

Forms – access to all LCLB forms, including application forms and licence change forms.

Frequently Asked Questions – answers to common liquor-related questions.

Licensed Establishment Locations – a list of all licensed establishments in B.C.

Publications & Resources – access to the licensee terms and conditions handbooks, public consultations, and the Local Government/First Nations Guide page and more.

CITY OF VICTORIA

Committee of the Whole Report

For the Meeting of July 11, 2019

To:	Committee of the Whole	**Date:**	June 26, 2019
From:	Andrea Hudson, Acting Director, Sustainable Planning and Community Development		
Subject:	Victoria Housing Strategy Phase Two: 2019-2022		

RECOMMENDATION

That Council approve the Victoria Housing Strategy Phase Two: 2019-2022.

EXECUTIVE SUMMARY

This report introduces an update to the Victoria Housing Strategy 2016-2025, following substantial completion of the Strategy's initial suite of actions. Phase Two incorporates key changes to the Victoria Housing Context since the first phase of the Strategy was approved in June 2016, including the introduction of a new Strategic Plan, updated census data, and new and unprecedented levels of investment in housing from provincial and federal governments. The update was informed through public and stakeholder input during the implementation of the initial actions, as well as extensive public consultation throughout the first half of 2019. In total, Phase Two outlines 44 new housing actions, including those identified in the 2019-2022 Strategic Plan. This report provides recommendations for action prioritization based on a scoring of actions for their potential positive impacts. Phase Two also includes updates to the city's affordability and unit targets to ensure there is adequate and affordable housing to meet the current and future needs of residents. Final graphic design will be completed following adoption of the Strategy contents.

PURPOSE

The purpose of this report is to provide Council with an update to the Victoria Housing Strategy 2016-2025.

BACKGROUND

In Fall 2015, the Mayor's Task Force on Housing Affordability was assembled to consider ways to improve housing affordability in the City of Victoria. The Task Force, which was comprised of a range of housing stakeholders, including non-profit housing providers, tenant advocates, and members of the development community, created a series of recommendations that were considered the most immediate actions that could be taken to reduce barriers to affordable housing in Victoria. These recommendations served as the basis for the 25 actions in Phase One of the Victoria Housing Strategy 2016-2025, which was adopted by Council in June 2016.

Throughout 2016-2019, staff brought forward the Housing Strategy actions on a priority basis,

providing analysis and recommendations for each for Council consideration. The status of each of the actions are presented in **Figure 1: Phase One Actions**.

Key achievements in Phase One include:

- A Density Bonus policy was adopted in 2016 and later replaced with the Inclusionary Housing and Community Amenity Policy in June 2019. The 2019 policy requests 20% of units in new strata development seeking bonus density to be affordable rental, or in smaller buildings, to provide cash in lieu.

- Several changes were made to the Victoria Housing Reserve fund including shifting from a 'per door' to a 'per bedroom' tiered model to encourage more family oriented housing, increasing the flexibility of the fund, setting different funding allocations for affordable homeownership and moderate income units, and aligning the fund with housing targets in 2019.

- Permit fees were removed for 100% non-market housing projects, and planning staff have continued to prioritize applications for non-market housing, resulting in several non-market applications achieving approval ahead of normal approval schedules. 100% purpose-built rental applications are also prioritized.

- The first phase of the Market Rental Revitalization Study was completed, resulting in a market rental inventory, the development of a Tenant Assistance Policy to ensure tenants are adequately compensated if they are forced to relocate due to redevelopment, as well as Council direction to develop a Standards of Maintenance Bylaw to require landlords to maintain rental units to an adequate state of repair.

- The rezoning requirement for garden suites was removed, and approval shifted to a delegated development permit to make it easier for homeowners to develop a garden suite, and zoning restrictions for secondary suites were removed to make it easier to develop legal secondary suites.

- A dedicated webpage to keep the public informed of Housing Strategy progress, with links to City policies (www.victoria.ca/housing), has been implemented.

2019-2022 Strategic Plan

In January 2019, Council adopted a new Strategic Plan, created in partnership with residents of Victoria. A key strategic directive in the plan is affordable housing, and 25 new housing actions are outlined to be completed through 2022. Council also approved a significant number of financial and human resources to allow staff to complete this work.

The substantial completion of the actions in the first phase of the Victoria Housing Strategy 2016-2025, identification and resourcing of new actions in the Strategic Plan, and several external contextual changes combined warrant a comprehensive update to the Housing Strategy.

THE VICTORIA HOUSING STRATEGY 2016-2025: 2016-2018 ACTIONS			
	Action	**Supporting Action**	**Status**
Strategic Direction 1: Increase Supply	**Zoning Changes**	Reduce parking requirements/ innovations	**Completed**
		Minimum unit sizes	**Completed**
		Garden suites	**Completed**
		Secondary suites	**Completed**
		Zoning updates for new housing forms following local area planning (LAP)	Ongoing
	New policies/ initiatives: supply	Housing Reserve Fund update	**Completed**
		Motel conversion policy update as part of LAP	**Completed** (Burnside)
		City property as opportunities for affordable housing	**Completed**
	Streamline development application processes	Prioritize non-market applications	Ongoing
		Expand prioritization to private sector	Carry forward to Phase 2
		Additional delegated authority	Ongoing
	Examine opportunities to create further incentives	Fiscal strategy: DCCs, fees, tax exemptions	**Completed** (Revisit in Phase 2)
		Secondary suite grants – accessible suites	Carry forward to Phase 2
		Align VHRF contributions to housing targets	**Completed**
Strategic Direction 2: Encourage Diversity	**New policies/ initiatives: diversity**	Density Bonus Policy Inclusionary Housing and Community Amenity Policy (to replace Density Bonus Policy)	**Completed 2016; Completed 2019**
		Set housing targets for negotiations	**Completed**
		Adaptable housing guidelines	Carry forward to Phase 2
	Protect existing rental stock (MARRS)	Rental inventory	**Completed**
		Rental retention study	**Completed**
		Property Maintenance Bylaw	In progress
		Legislative authority to improve tenant stability	**Completed**
Strategic Direction 3: Build Awareness	**Build awareness and support for affordable housing**	Update housing webpage	**Completed**
		Workshops (Affordable Home Ownership, preserving existing rental, faith based housing)	**Completed**
		Development summit to support affordable housing	**Completed**
		Support Regional Housing First Strategy	Ongoing

Figure 1 Phase One Actions

ISSUES & ANALYSIS

Phase One of the Victoria Housing Strategy's stated goal was to increase the supply and diversity of non-market and market housing across the housing spectrum and throughout Victoria that meets the current and future needs of low and moderate income households. Phase Two: 2019-2022 expands upon this overarching goal by establishing five key themes, which provide strategic direction to the Housing Strategy:

- Increase the supply of housing for low to moderate income households in Victoria
- Increase housing choice for all Victorians
- Prioritize renters and renter households
- Optimize existing policies and processes
- Try new and bold approaches

This approach is supported by what the City heard, both in the implementation stage of Phase One as well as in the development of the update, and by evidence provided through population, income, and housing data that has been updated since the first phase of the Strategy was approved.

Actions and Engagement

During the implementation of the first phase of the Victoria Housing Strategy, evidence began emerging on what policies, guidelines, and regulations at the City have been working well, and where challenges remain. Housing stakeholders and concerned community members have also shared ideas, suggestions, and opinions on what can be done to improve the housing situation in Victoria. In January 2019, Council added twenty-five housing actions for the City to explore through the Strategic Plan, several of which were already under consideration for the Housing Strategy or align well with existing actions, while some were not yet contemplated. Through these inputs, and in observing what is being explored at the senior levels of government and in neighbouring municipalities, the City accrued a long list of ideas to try by January 2019. In the six months leading up to the development of this updated strategy, staff brought these ideas to the public through a comprehensive engagement process, and heard even more new ideas in the process.

Focused engagement consisted of events, including the Victoria Housing Summit, a daylong event designed for housing stakeholders; and two public open houses, one in the evening and one over the lunch hour, designed to gather input from residents. The City also created a Housing Survey, available online and distributed widely to ensure we heard from the most people we could on what was important to them.

The City also convened an academic roundtable, consisting of eight academic experts on housing policy, including representatives from the University of Victoria, the University of British Columbia, and Simon Fraser University, who provided feedback on the actions under consideration. Finally, the City's newly formed Renters Advisory Committee also provided input into the strategy through the development of their workplan, attendance at the Open Houses, and a special Renters Advisory Committee survey process. (The Renters Advisory Committee will continue to collaborate with the City to provide input into the Strategy during the implementation phase.)

In all, the City heard from over 2000 people, and considered all input in the development of this update, which contains a total of 44 housing actions.

Organization of the Strategy

Phase Two organizes its 44 proposed actions into five categories: Focus on Renters, Increase supply, More Housing Choice, Track & Improve, and New Ideas.

Focus on Renters

Renters are the majority population in the City of Victoria. Renters also have lower incomes overall than homeowners, lack the security of tenure and do not have the financial security of housing equity that homeowners have. From the evidence, as well as from what the City heard during

engagement, a specific focus on renters – including the different types of renters in the City (families, seniors, renters with disabilities, and others) was needed. While the Focus on Renters category contains seven key actions, a multitude of other actions in the strategy are also designed to improve the quality of life for Victoria's tenant population.

Increase Supply

Supply and demand are both part of the equation in a high pressure housing market. The province has introduced measures to mitigate speculative investment that has impacted the cost and supply of housing in the City, and the City will monitor the impacts of this work over the course of Phase Two, but the Victoria Housing Strategy's actions are focused on Supply because this is where municipalities have a multitude of tools at hand to make a significant impact. And the importance of supply is well evidenced in Victoria. In 2018, there were more rental housing starts in Victoria than strata, which is a trend that a jurisdictional scan shows to be unique to Victoria. This has had a positive impact on vacancy rates, which have begun inching up in correlation to this. However, prices have also gone up, and at a much faster rate. An additional seven actions have been proposed under this category, actions which may have a proportionally high direct impact on the number of units, especially affordable units, created in the City. This is another area where the city has a broad range of tools at its disposal to influence the types of housing being developed.

Housing Choice

A mix of housing types and densities means a more diverse range of residents, in all ages and stages of life, can live in the City and support a broader range of services in easy travel distance, including by transit, biking, or walking. Housing diversity is important so residents can stay connected to their community as we move through life's stages – from young students or workers, to family formation, through to retirement and aging well. Research also shows that cities with more diversity in housing types are more stable and are better equipped to manage housing crises. In total there are nine actions in this category.

Track and Improve

Through the implementation of Phase One, and actions taken before the implementation of the Housing Strategy, the City has done a significant amount of work in creating guidelines, policies, and programs to improve housing affordability and choice in Victoria. When action is completed at a rapid pace, implementing systems for tracking, monitoring, and improving these programs is sometimes not prioritized as highly as the actions themselves. But tracking and monitoring is critical for understanding impacts, monitoring results, and making improvements. The City has a considerable opportunity to capitalize on work already done to make significant strides in improving the housing situation in Victoria. Further, the City will be more effective at its work when we are able to collect and analyze evidence to inform future actions, and build trust through transparency with the community we are working together with to improve housing in the City. In all there are 13 actions under this category.

New Ideas

In the first iteration of the Victoria Housing Strategy, we worked on the 'low-hanging fruit'; that is, actions the City could achieve relatively quickly to make improvements to the City's housing outcomes sooner. However, given the overall continuation of housing challenges in the City, it is important to continue to try new ideas to achieve different results. There are eight actions in this category.

Prioritization of Actions

There are significantly more actions contemplated in this phase of the Victoria Housing Strategy than in Phase One. While additional resources have been allocated for housing work, several factors have contributed to a delay in accessing these resources and beginning work on new actions. Housing Policy staff have been dedicated to urgent, time-intensive priorities, including a comprehensive update to the Inclusionary Housing and Community Amenity Policy, supporting the development community in navigating the practical implications of new definitions and negotiations for affordable housing instream and proposed development projects, overseeing the operation of the tenant assistance policy, supporting the Strategic Real Estate team in considering affordable housing development on City owned land, developing this update to the Housing Strategy, and several other active priorities. Due to these pressures, and a desire to produce policies that are well-evidenced, researched, informed that work in the Victoria context, Phase Two contemplates work being done on a priority, rather than date-targeted basis.

To best allocate limited resources, staff have completed a scoring exercise on all actions that will have a direct impact on creating new housing units, or preserving existing housing units. While all actions in the Victoria Housing Strategy are designed to alleviate the housing crisis in Victoria, 18 of the 44 actions have a direct relationship with the supply and preservation of housing units:

1. Acquire land for affordable housing
2. Allow tiny homes on wheels
3. Temporary modular housing
4. Missing Middle zoning amendments
5. Small scale housing ambassador
6. Victoria Housing Reserve Fund improvements
7. Expanded house conversion opportunities
8. Rental housing grants
9. Secured market rental policy
10. Facilitate more legal secondary suites
11. Pre-zone areas of the city for bonus density and purpose built rental
12. Create a renoviction bylaw
13. Facilitate Co-ops, co-housing, and community land trusts
14. Apply Residential Rental Tenure Zoning
15. Garden Suite program improvements
16. Intergenerational housing opportunities
17. Support faith-based organizations in repurposing lands for affordable housing
18. Create a Municipal Housing Authority

The following 11 criteria were then applied to these eighteen actions to determine which of these will have the most impact with the least amount of time and resources:

1. Overall quantity of units created or preserved
2. Leverage value (city investment vs. units created)
3. Affordability of units to end user
4. Project complexity
5. City cost for project development
6. City time for project development
7. City cost to operate (ongoing)
8. City time to operate (ongoing)
9. Speed to create units
10. Security of tenure for city (likelihood of producing long-term, secured housing)
11. Certainty units will be created if policy/project completed

Criteria 1 and 2 were given a higher weighting. Criteria 3 (affordability), while critically important, will be prioritized through the City's unit targets (See Housing Targets below) so was not given additional weighting. The results of this exercise, included below in Figure 1, and outlined below in **Figure 2: Housing Strategy Action Impacts**, show that the actions with the highest potential value in terms of units created include the application/implementation of Residential Rental Tenure Zoning; further addressing rental insecurity with a 'renoviction bylaw'; considering pre-zoning for bonus density and purpose-built rental; expanding the secondary suite program; and developing a secured market rental strategy. It is recommended that Council consider directing staff to prioritize these actions and allocate resources accordingly.

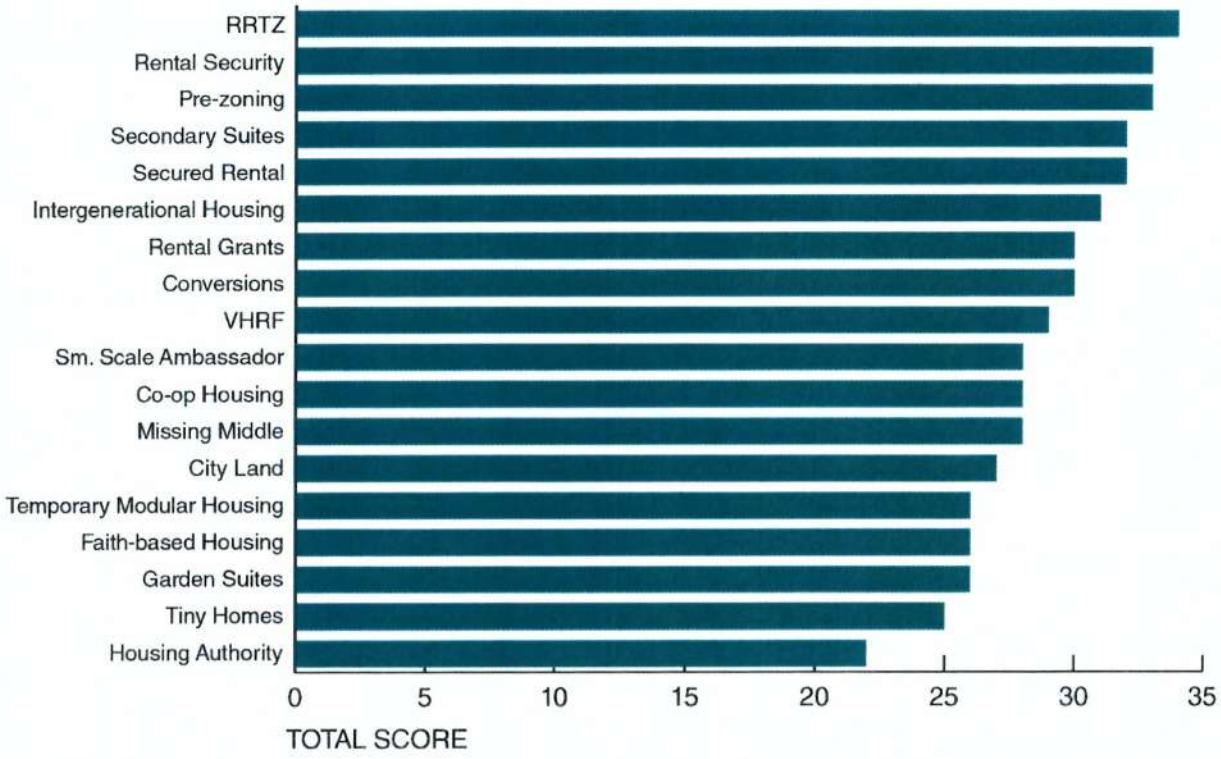


Figure 2 Housing Strategy Action Impacts

Housing Targets

The Victoria Housing Strategy outlines two types of housing targets: 1) **housing affordability targets**, which establish the appropriate household income thresholds and rents for affordable housing units, and 2) **housing unit targets**, which are the number of units required on an annual basis to meet the current and future housing needs of Victoria residents. The City engaged the Social Planning and Research Council of BC (SPARC BC) and McClanaghan & Associates, who supported both the Capital Regional District and Metro Vancouver Regional District in establishing their housing targets, to analyze and validate the City's updated targets.

The first phase of the Housing Strategy established housing targets for the 10 year period covered by the Strategy. The targets were designed to be a high level measure of expected future affordable housing demand, and were based on the projected future number of households (and of those households, the estimated number needed for families), based on Statistic Canada's middle two income quartile ranges for the region. Since the setting of the first targets, changes in data and context necessitate the creation of updated targets. New census data and growth projections have been released that provide an updated picture of housing need and demand in Victoria. Shifting priorities at all levels of government have also meant more policies and financial investment is being made for housing that meets the needs of renters, and low income Canadians. While it is the responsibility of the City to target the creation of new housing supply for all residents, the City can position itself to make best use of these new policies and funding by also prioritizing actions that facilitate housing suitable to these specific population groups.

Local Incomes

The Mayor's Task Force on Housing Affordability provided the recommendations that informed the first phase of the Housing Strategy. These recommendations focused on housing actions that meet

the affordability needs of households that fall within Statistics Canada's middle two income quartiles for the region to limit the scope of the Housing Strategy to areas of most practical municipal impact. Using the regional income is normal practice in urban centres given that housing is a regional issue, and that people in areas like the Capital Regional District move fluidly between municipalities and often cross municipal boundaries to find housing that meets the needs of their household. However, a focus on achieving lower income units has increasingly been a priority at the Council table, despite housing targeted for households with the lowest incomes being the traditional and continued purview of the province, through BC Housing. One of the reasons for this focus on low income housing need is because there are proportionally more low income households in the City of Victoria compared to the Capital Region as a whole, even though rents are comparable or in some cases higher than other municipalities in the region. Several factors may contribute to this, including a large proportion of single person households (household income can include two or more incomes of people living together, so when there are more single households, there are more single income earners and a lower overall average household income). There are also a significant number of senior households on fixed incomes, and a healthy stock of affordable market and non-market rental buildings where households with lower incomes live. In fact, one in ten Victoria households receive some level of financial support from BC Housing, whether this is a subsidized unit or a portable rental supplement to reduce rents in the private market. All of these factors depress the median income in the City compared to the region. This income distribution spread (lower incomes at the core) is not unique to Victoria, and follows large scale trends for regional centres.

While housing in regional centres is not constrained to municipal boundaries, given the acute affordability challenges in Victoria, the focus on this Strategy on renters, and a desire by the City to target action to those most in need, Phase Two of the Victoria Housing Strategy sets the Median Renter Income for the City of Victoria as its affordability metric for its rental housing affordability targets. The Median Renter Income in the City of Victoria is $44,165, compared to the median household income of all tenures in the region, or Area Median Income, which is $70,283. The City of Victoria defines affordable housing as *"housing where the price does not exceed 30% of the gross annual household income for very-low income to moderate income households."* Applying the City of Victoria's median renter income to quantify this definition results in income and rent targets that are defensibly affordable to renters in the City of Victoria.

The use of the City's Renter Median Household Income allows for units to be better targeted to the specific needs of Victoria residents. At the same time, staff will continue to compare the results with the Area Median income (AMI) for the region in order to continue to look at ways to ensure that the City's directions remain aligned with broader regional efforts. The use of the AMI and Median Renter Income for the City will allow the City to monitor, report on outcomes, and update targets as new household and income data becomes available through the Census. The AMI also remains in use to establish target income ranges for affordable home ownership programs. This is because these programs are designed to assist *moderate* income earners unable to bridge the gap between rental and ownership (see Affordable Home Ownership below).

Unit Sizes

The targets identified in the first phase of the Strategy made a distinction between single and family units, but did not extrapolate target rents out to bedroom sizes. In the updated targets, the City has created specific rent targets for units of different sizes, using the differences in rents identified in the Canada Mortgage and Housing Corporation's Rental Market Report as its metric (price change per bedroom size). Creating affordable rent targets based on local renter incomes as well as bedroom size helps set a target rent for each unit size that is affordable to Victoria renters from no/low income to moderate income households. This level of specificity is of particular importance as the City seeks to encourage specific types of housing such as family oriented units, and as the

City requests affordability at different household compositions from market developers. Applying renter incomes to the different income brackets, and extrapolating for bedroom size results in the rent targets outlined below in **Figure 3: Affordable Housing Targets** establishes clear affordable rent targets for the City of Victoria that will be used through the duration of Phase Two to provide clarity in the City's expectations of affordability.

Affordable Home Ownership

Affordable home ownership programs vary in design and operation, but generally involve housing units that are sold to qualified buyers at below-market rates, with some type of equity cap established at resale that recognizes the initial reduced purchase price. The administration of units, including income testing and other eligibility requirements, and handling of resale would be overseen by a third party such as a government agency to ensure homes are bought and sold per the terms of the program. Affordable home ownership units are important in markets where ownership is out of reach for the average income earner, and are designed to bridge the gap between rental and ownership. These units are most often targeted to first time homebuyers who require assistance to enter the home ownership market. The Victoria Housing Strategy envisions affordable home ownership units as a positive solution in helping Victoria residents move along the housing continuum and freeing up rental units for those who need them, and as such, has created targets for affordable home ownership units to be used as a basis of negotiation for developers of such units. Because the income required to purchase a home is so out of sync with local incomes that even those earning above moderate incomes need support to enter into the housing market, the target incomes for affordable home ownership units have been set at a level to optimize alignment with affordable home ownership programs established by senior levels of government, while supporting local residents who require assistance to leave the rental market for ownership.

Affordable Target Rent Range by Bedroom Size:			
Bachelor	1 Bed	2 Bed	3 Bed
$375-$875	$425-$1050	$575-$1300	$700-$1750

Affordable Home Ownership Target		
Income Bracket	**Annual Income**	**Affordable Monthly Housing Cost**
Moderate	$55,000-$84,999	*Determined by AHO Program and Mortgage Lender*

Figure 3 Affordable Housing Targets

Housing Unit Targets

Housing unit targets are an estimate of the number of new housing units required to accommodate housing need and demand projected over the next five years. Housing unit targets are created by examining population and household growth projections for the City of Victoria, considering the recently updated Regional Growth Strategy population forecasts developed by the Capital Regional District, and analyzing population growth patterns within the City of Victoria. Unlike the City's affordability targets, which are based on the City of Victoria Renter Median Income to ensure rents are affordable to local income earners, the **housing unit targets** are based on the City's median household income of both renters and owners in order to ensure target units are established for all income brackets. Between 2011-2016, the total number of households in the City of Victoria grew by approximately 560 per year. Renter households grew at a faster rate, accounting for 80% of the total household growth. Assuming that growth remains consistent with the pattern observed in the past five years in terms of household size, type and tenure, it is anticipated that the City will need a minimum of 560 housing units to accommodate this growth. Of these, 342 units should be rental.

The analysis shows an increased expected need in the overall number of units across the housing continuum, with more units needed for very low, low and low to moderate incomes, and fewer units needed targeting moderate incomes and above, compared to the City's previous targets.

Household Income Brackets	Unit Target Totals		Bach		1 Bedroom		2 Bedroom		3 Bedroom	
	Annual	5 year	Annual	5 year	Annual	5 year	Annual	5 year	Annual	5 year
very low	88	442	35	177	22	111	18	88	13	66
low	90	448	36	179	22	112	18	90	13	67
low-moderate	105	527	42	211	26	132	21	105	16	79
moderate	123	615	49	246	31	154	25	123	18	92
above moderate	154	768	61	307	38	192	31	154	23	115
TOTALS	**560**	**2800**	**224**	**1120**	**140**	**700**	**112**	**560**	**84**	**420**

Figure 4: Unit Targets.

Implementation and Reporting

Should Council choose to adopt the Housing Strategy content in the attached draft, Staff will finalize graphic design work, publish the strategy, and commence implementation, which will involve bringing forward each action item to Council on a project-by-project basis for approval. In some cases, staff will be able to complete some actions concurrently, and may return seeking approval for multiple actions. Staff will also return to Council on an annual basis to provide a review of achievements, challenges, and outcomes over the preceding year.

OPTIONS & IMPACTS

Option 1: Approve the Victoria Housing Strategy Phase Two: 2019-2022 (recommended)

The Victoria Housing Strategy Phase Two: 2019-2022 was informed by new information and extensive engagement, and builds upon the work of the first phase of the Housing Strategy. Adopting this Strategy will provide a clear plan for the City's housing work to the end of 2022.

Option 2: Refer Phase Two back to staff for adjustments, with further direction

If Council would like to make amendments to Phase Two, it could consider referring the Strategy back to staff with additional direction. However, it should be noted that any delay in adoption will likely necessitate a delay in commencing the actions identified in the plan.

Accessibility Impact Statement

The adoption of Phase Two has no accessibility impacts. Some actions proposed are anticipated to have positive impacts to accessibility, however these will be outlined as each action is explored and brought forward to Council for approval.

2019 – 2022 Strategic Plan
The *Victoria Housing Strategy Phase Two: 2019-2022* was fundamentally informed by the 2019-2022 Strategic Plan and acts as the mechanism by which the Strategic Plan's Affordable Housing actions will be implemented.

Impacts to Financial Plan

Several action items on the *Victoria Housing Strategy Phase Two: 2019-2022* will have financial impacts; however, budget has been secured for all actions included in the Strategy that are also Strategic Plan 2019-2022 actions. Each item in this Strategy will be brought forward to Council as a discrete project for consideration of adoption, at which time specific and informed resource requirements will be clearly identified.

Official Community Plan Consistency Statement

This project supports OCP policies related to working with coordinated community and regional efforts to end homelessness and enable stable affordable housing with support services.

CONCLUSIONS

The Victoria Housing Strategy Phase Two: 2019-2022, developed through extensive engagement and community input, builds upon the achievements of the first iteration of the Victoria Housing Strategy. Phase Two outlines 44 new housing actions, and incorporates all housing actions identified in the 2019-2022 Strategic Plan. Phase Two puts a special focus on renters, establishes housing targets consistent with the City's current and future needs and demands, and prioritizes actions that are of highest value to the City that yield the most supply of new or preserved units. With the adoption of this update, the City will have a clear plan to guide its work in improving housing affordability and choice in Victoria.

Respectfully submitted,

Lindsay Milburn
Senior Planner, Housing Policy

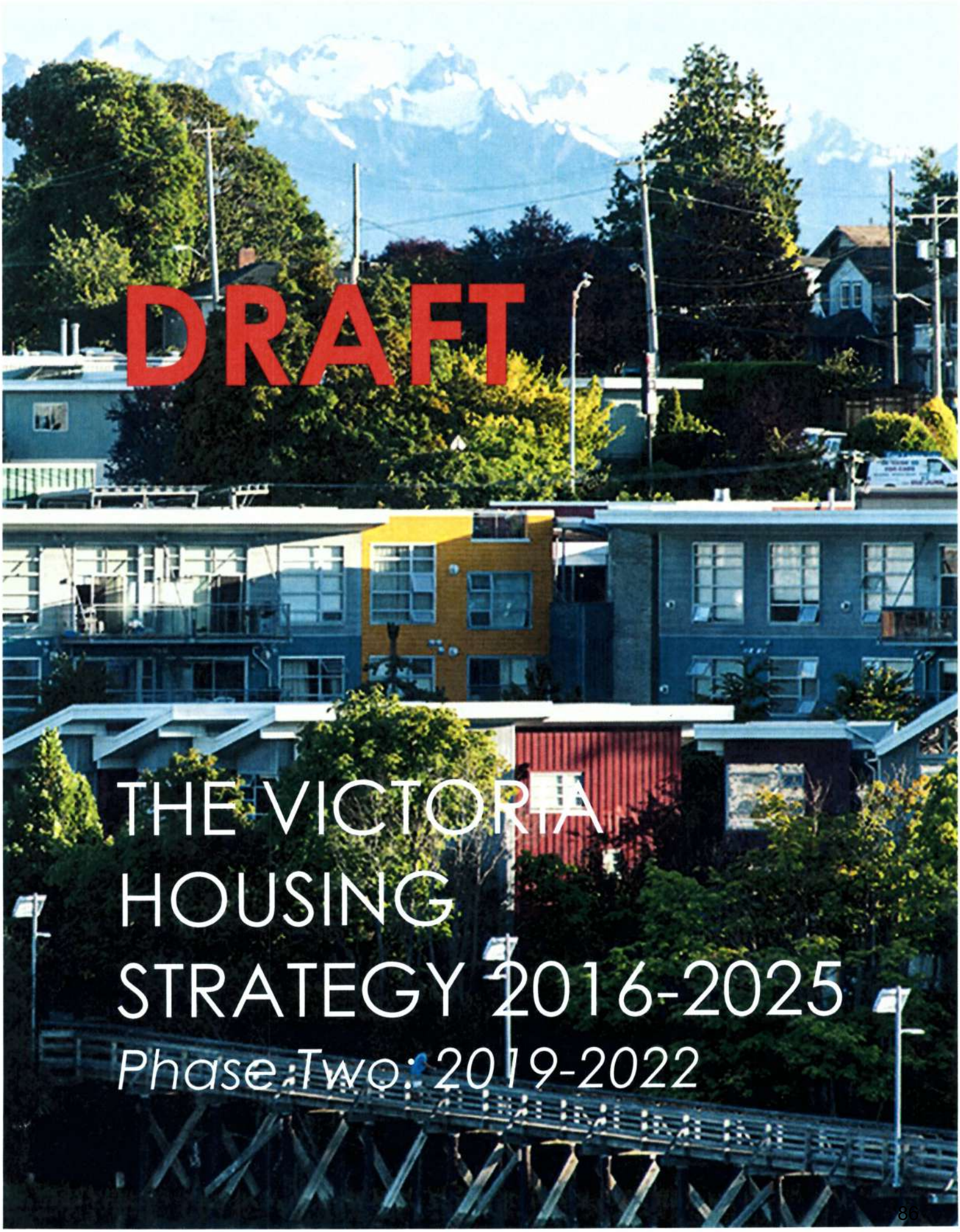
Andrea Hudson, Acting Director
Sustainable Planning and Community Development

Report accepted and recommended by the City Manager: Jocelyn Jenkyns

Date: July 5, 2019

List of Attachments:

- **Attachment 1:** Victoria Housing Strategy Phase Two: 2019-2022
- **Attachment 2:** Engagement Summaries


DRAFT
THE VICTORIA HOUSING STRATEGY 2016-2025
Phase Two: 2019-2022

TERRITORIAL ACKNOWLEDGEMENT

The City of Victoria acknowledges that we are located on the homelands of the Songhees and Esquimalt People. As a City, we now have a responsibility for the stewardship of this land, and we commit to working collaboratively as partners with all Indigenous peoples who call this land home today.

TABLE OF CONTENTS

PART ONE: INTRODUCTION **7**
- PURPOSE 9
- GOALS 9
- PRINCIPLES 9

WHAT'S NEW? **11**
- CHANGES TO THE HOUSING LANDSCAPE 11
- CHANGES TO THE STRATEGY 12

PART TWO: HOW WE GOT HERE **14**

THE VICTORIA HOUSING STRATEGY 2016-2025 ..... **17**
- WHAT WE'VE ACHIEVED 18
- THE VICTORIA HOUSING CONTEXT 19

SENIOR GOVERNMENT HOUSING POLICIES **34**
- CAPITAL REGIONAL DISTRICT 34
- PROVINCE OF BRITISH COLUMBIA 36
- GOVERNMENT OF CANADA 37
- GOVERNMENTAL POLICY ALIGNMENT 38

CITY OF VICTORIA POLICY LINKAGES **40**
- STRATEGIC PLAN 40
- OFFICIAL COMMUNITY PLAN 41
- CLIMATE LEADERSHIP PLAN 42
- GO VICTORIA 42

PART THREE: UPDATING THE STRATEGY **43**

STRATEGIC PLAN 2019-2022 ..... **45**

ENGAGEMENT **46**

OTHER FORMAL INPUT **50**

HOUSING AFFORDABILITY **52**

HOUSING TARGETS **53**

ORGANIZATION OF PHASE TWO ACTIONS **55**

IMPLEMENTATION **55**

PART FOUR: HOUSING ACTIONS **57**

CATEGORY ONE: FOCUS ON RENTERS **59**

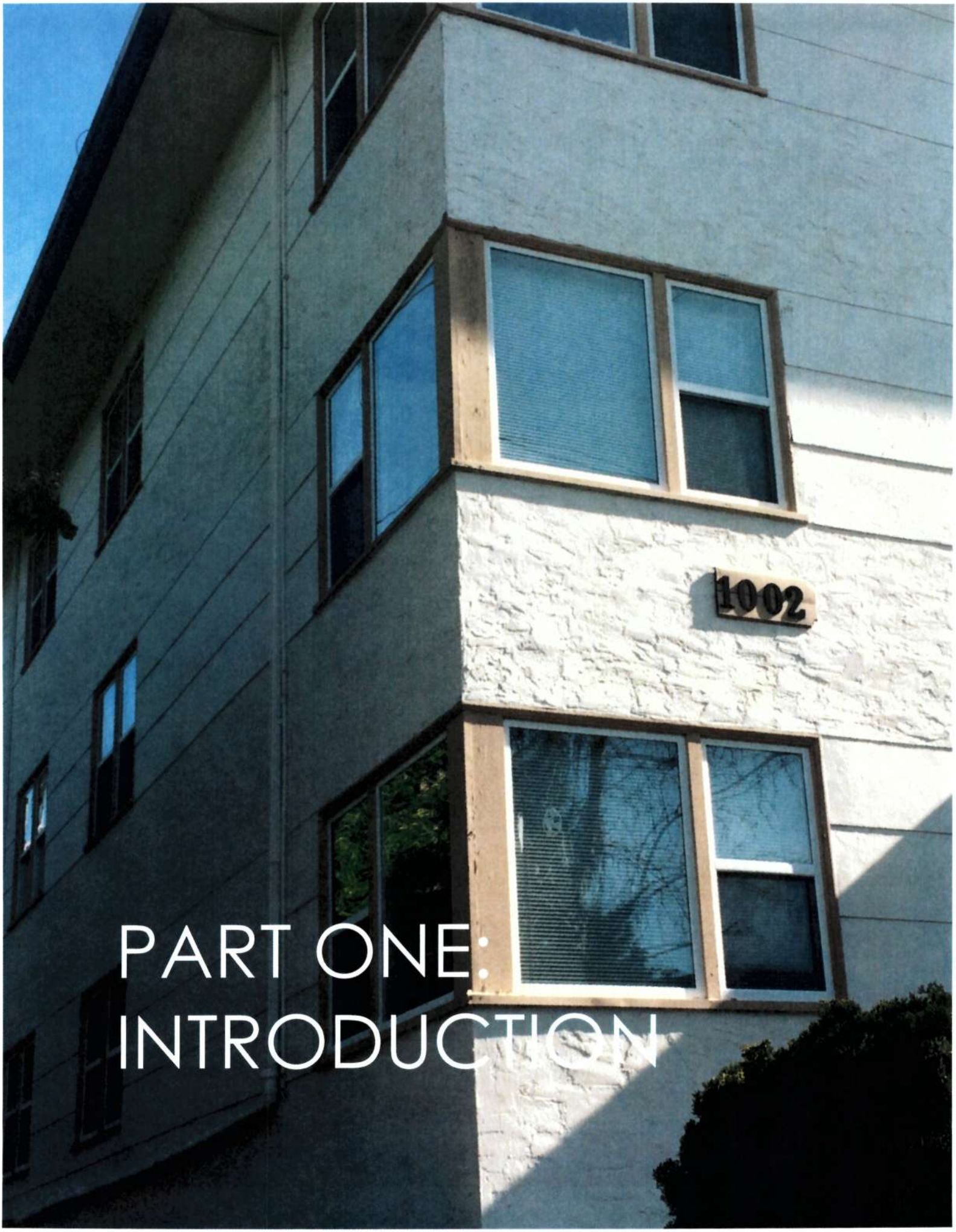
CATEGORY TWO: INCREASE SUPPLY **62**

CATEGORY THREE: HOUSING CHOICE **65**

CATEGORY FOUR: TRACK & IMPROVE **67**

CATEGORY FIVE: NEW IDEAS **70**

PART FIVE: MEASURABLE OUTCOMES **72**



PART ONE: INTRODUCTION

Safe, affordable, and appropriate housing at its core means housing that accommodates our needs at a cost we can afford.

What that means exactly will differ for everyone. For some, it's a home that will accommodate a growing family and is in walking distance to community amenities like schools and parks. For others, it's an affordable apartment with functioning heat and hot water, and the knowledge that they won't lose their home if the landlord decides to make needed upgrades to the building. It may be a home that's accessible for those with a range of abilities, or a home that allows us to age and access the supports we need to live well in our own community. And, for our most vulnerable residents, it may be a place to call home for good.

No matter what our specific needs, housing is a human right, and every Victorian deserves a safe and affordable place to live.

The Victoria Housing Strategy 2016-2025 is our guiding document to getting there. Phase One of the Strategy (2016-2018) identified core actions for improving housing affordability in Victoria, and represented the City's first formalized response to its housing crisis. Phase Two (2019-2022) acts on learnings from the implementation of Phase One by outlining refinements to existing policies to maximize their effectiveness and adding a range of new and bolder approaches to achieve our goal of housing affordability and choice for all.

PURPOSE

The purpose of this strategy is to define the City's role in the provision of affordable housing; to assess and forecast Victoria's affordable housing needs now and in the future, and to establish targets and tools to meet those needs. The strategy aims to be action-oriented, with each phase focusing on concrete measures implemented over a three-year period, with annual monitoring and updates to guide continual improvement.

GOALS

Phase One of the Victoria Housing Strategy's stated goal was to increase the supply and diversity of non-market and market housing across the housing spectrum and throughout Victoria that meets the current and future needs of low and moderate income households.

Phase Two: 2019-2022 expands upon this overarching goal by establishing five key themes, which provide strategic direction to this document:

- Increase the supply of housing for low to moderate income households in Victoria
- Increase housing choice for all Victorians
- Prioritize renters and renter households
- Optimize existing policies and processes
- Try new and bold approaches

PRINCIPLES

The Victoria Housing Strategy's guiding principles are derived from City objectives outlined in the City's guiding documents, including the Official Community Plan.

1. **Access and Inclusivity:** Housing is a basic human need. Residents of Victoria are able to access safe, accessible, stable and affordable housing across the city and within neighbourhoods.

2. **Choice:** Housing options meet diverse needs that vary across ages, abilities, beliefs, ethnicity, indigenous background, health status, sexual orientation, gender, income level or household structure.

3. **Well-being:** Housing is important to achieving and maintaining individual, family and community, and a healthy housing continuum provides a benefit to all residents. Where housing is not available, the consequences are felt across the health, social services, education and justice systems.

4. **Sustainability:** There are vital linkages between how current and future residents live and work, and their impact on and use of the planet's resources.

5. **Innovation:** The housing sector is committed to innovation and creativity that exemplify leading practices in project design and architecture, community integration, and environmental sustainability.

6. **Capacity Building:** Empower residents and community organisations in supporting and implementing housing actions, through shared advocacy, mutual support and ongoing dissemination of information.

7. **Partnerships:** Positive housing outcomes are created through working collaboratively with the non-profit sector, the private sector, local organisations, communities and all levels of government

8. **Accountability:** Remain adaptive and responsive to emergent issues and needs. Housing actions are based on current and meaningful evidence, best practices and are tracked through measurable outcomes to ensure they are achieving their intended purposes.

WHAT'S NEW?

CHANGES TO THE HOUSING LANDSCAPE

There have been several significant changes to the housing landscape since the first iteration of the Victoria Housing Strategy was adopted by Council in 2016, which have impacted the City's approach to housing affordability. More information on each of these is included in Section Two: How We Got Here.

- **New Census Data**
  The 2016 Housing Strategy and its housing targets were informed on 2011 Census Data. Since the adoption of the first strategy, new census data has been released, revealing new information about housing need and growth in the region.

- **National Housing Strategy**
  In October 2015, a new federal government was elected, and in 2017 announced Canada's first ever National Housing Strategy, outlining a 10 year $55BN plan to improve housing for all Canadians.

- **New Provincial Government**
  In October 2017, a new provincial government was elected, and in Budget 2018 announced more than $6BN in affordable housing over 10 years.

- **New Municipal Government**
  In October 2018, a new City Council was elected, leading to a new Strategic Plan, outlining 25 actions for housing affordability

- **Market Changes**
  Construction costs have increased, interest rates have gone up, and new senior government policies and regulations have led to a shifting housing market.

CHANGES TO THE STRATEGY

This update includes several new inputs derived from new data, new information, and a comprehensive engagement process. More information on each of these are outlined in Section 3: Updating the Strategy.

- **New Victoria Strategic Plan 2019-2022**
  With the election of a new Council in October 2018, Mayor and Council developed a new Strategic Plan, the City's overarching guidance document. Affordable Housing is a key Strategic Objective, and Council has identified 25 guiding actions to achieve that objective, all of which are included in this update to the Victoria Housing Strategy.

- **New Housing Targets**
  Phase Two of the Victoria Housing Strategy incorporates updated data to inform its housing targets and income ranges, including an updated census and market reporting. Phase Two also expands upon targets identified in the first phase of the Housing Strategy by including in its targets the gap in current housing need as well as projections for future growth.

- **New Actions**
  A cornerstone of this update is its suite of new actions the City is outlining for consideration and exploration. In the first phase of the Strategy, actions were categorized under three broad strategic directions: Supply, Diversity, and Awareness. In this update, the categories have been expanded into five thematic areas:

  - ✓ Focus on Renters
  - ✓ Increase Supply
  - ✓ Increase Diversity
  - ✓ Process and Policy Improvements
  - ✓ Innovative Ideas

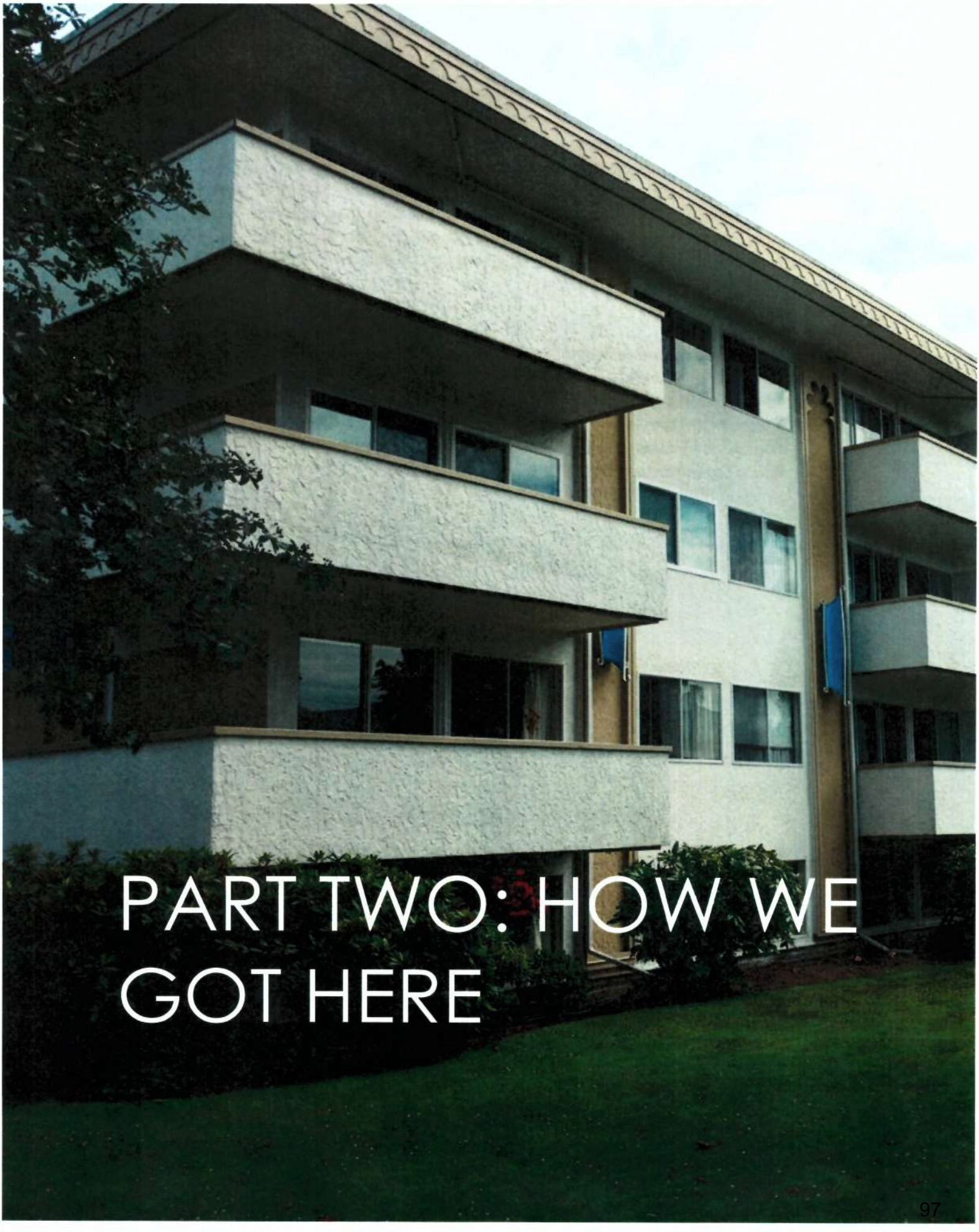
A Bolder Approach

In the first phase of the Victoria Housing Strategy, actions focused on items more traditionally within a City's purview, leaving housing actions for the city's most vulnerable residents mainly to senior levels of government. In Phase Two, the City is stepping into new territory, exploring actions and ideas focusing on citizens of all income levels, including actions geared to alleviating homelessness. Even in instances where the City does not have the authority or dollars to support certain programs or ideas, guidance, position statements, and advocacy to senior levels of government are some examples of actions that can still be taken to contribute to ending housing inequality.

More Engagement

The hallmarks of this updated strategy involve trying newer, bolder ideas, and improving processes already in place. For this, we needed to hear from residents and stakeholders: What's already working? What's not? Where do we go from here? Three engagement activities were held in the lead up to this update:

- The Victoria Housing Summit (March 2019)
- Public Open Houses (April 2019)
- Housing Surveys (April-May 2019)



PART TWO: HOW WE GOT HERE

With its natural beauty, harbour location, and the mildest climate in Canada, Victoria has always been a desirable place to call home. For several years now, it has also become increasingly a difficult place to call home, with the cost of housing far outpacing local incomes. In fact, when comparing home values to incomes, Victoria ranks as one of the least affordable places to live in Canada.

The wage and housing affordability gap has grown so large that not only do low income Victorians struggle with finding affordable housing, even moderate income earners are facing challenges too.

Despite some recent improvements in vacancy rates due to an influx of new purpose-built rental market housing in the City, supply is still not meeting demand. A healthy vacancy rate is said to be 3%-7%; but while rates have been improving over recent years – 0.5% in 2016, 0.8% in 2017, and 1.1% in 2018, they still fall well short of the optimal range.

More housing supply is needed to ease the crunch, and this is where a City can make a big impact. But it needs to be the right kind of supply.

At this moment in Victoria, we don't need more housing that is out of reach of the average income earner. Seeing the development of this kind of housing more often than housing people can afford is frustrating for some Victorians, and devastating for others in desperate situations, who are forced to move into substandard or overpriced housing because there's just nothing else available. Victorians need affordable, accessible, attainable housing that people in all ages and stages can afford.

We need more bachelor units downtown for our booming tech sector workers, and we also need more two and three bedroom units close to schools and parks for families earning moderate or lower incomes.

We need more accessible housing for seniors and people with different abilities to help make our community inclusive.

We need ways to bridge the wide gap between rental and ownership so more people can have the security of owning their own homes.

And we need to take care of the supply we already have by making sure it's safe and secure, and that tenants are protected from hazardous living situations or precarious housing.

Demand is also a part of the equation.

While supply is critical to easing the housing shortage, governments are learning that the old mantra of supply and demand doesn't always apply to housing. Housing today is not just a place to live but also a marketable commodity, and this can have devastating consequences for residents who live and work in Victoria, who can get priced out of the homes they need due to an endless supply of demand by people who have more money to offer. Demand issues like speculation and land hoarding are often seen as "big city problems", but Victoria is not immune to these pressures, especially when these problems create a 'spillover' effect from larger municipalities on the Lower Mainland.

To curb this kind of demand, for the first time ever in our province the provincial government has introduced measures to cool the overheated demand on residential accommodation, including introducing a speculation tax, increasing and expanding the foreign buyer's tax to the Capital Regional District, and tightening up legislation and transparency on property ownership. As a city, while Victoria's role in tackling the demand side of the equation is limited compared to our role in the supply, what we can do in the short time is a better job of monitoring, tracking, and identifying out-of-proportion demand so we can better understand the scope of the problem and make informed decisions about where our efforts would best be focused.

THE VICTORIA HOUSING STRATEGY 2016-2025

The first iteration of the Victoria Housing Strategy was adopted by Victoria City Council in June 2016 and was built upon the recommendations of the Mayor's Housing Affordability Task Force, which was mandated to find solutions to increase the supply of new units of low-cost housing. The Housing Strategy focused on three strategic directions: to increase supply, encourage diversity, and build awareness and partnerships.

The Victoria Housing Strategy was developed at a critical time in Victoria's housing history. Housing prices were climbing towards an all-time high, and rents escalating to match. Low interest rates coupled with strong and steady demand led to a significant increase in residential development in the region, but that same demand also led to housing being priced at rates that far exceeded most local incomes, which had been stagnant for several years. Senior levels of government had stepped back from funding new affordable housing compared to previous years, and loopholes and inefficiencies in the Residential Tenancy Act meant more and more tenants were facing severe housing insecurity.

The Victoria Housing Strategy sought to increase the supply of low-income housing, encourage a diversity of housing options, and create awareness about housing issues and options. The Strategy outlined a suite of options to achieve these goals that consisted largely of changes and improvements to existing regulations, policies and programs to remove impediments to development. These included making zoning changes to encourage affordable housing projects; streamlining the development application process; consider new policies and incentives to encourage supply and diversity, explore tools to identify and protect existing rental stock.

By 2018, the bulk of the Victoria Housing Strategy action items were completed, along with other key housing actions outside the strategy, including the creation of Short Term Rental regulations geared to improve access to long-term rental housing. Some items were more complex, and are now carried over from the strategy for continued refinement.

However, there is more work to do. Securing affordable and appropriate housing is still one of the biggest challenges facing a substantial number of Victorians. And for Victorians who are fortunate to already have housing security, finding ways to make room for others in a way that is sensitive to the needs of existing residents is also of paramount importance.

The actions in the first iteration of the Victoria Housing Strategy were an important first step. Several major barriers in the way of improving the housing crisis were knocked down, and new ideas were explored. But it is time now for bolder action. It is time to update and expand policies and regulations that aren't meeting our needs; to add support where it's been missing, and to try new and innovative ideas that haven't been done before in our City.

WHAT WE'VE ACHIEVED

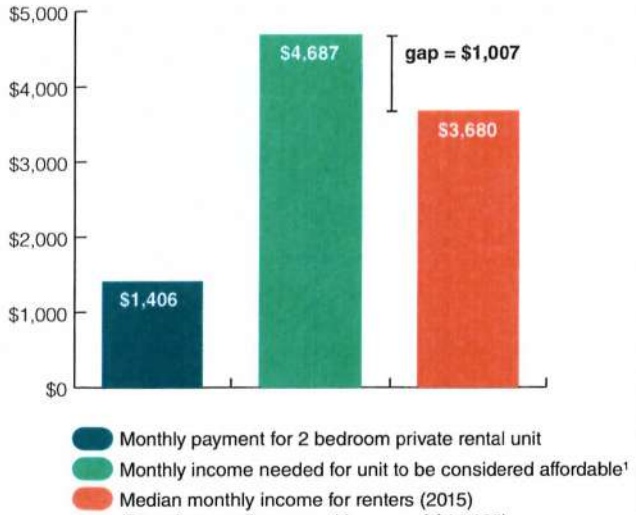
The implementation of the first phase of the Victoria Housing Strategy began in July 2016 when the plan was adopted, and ended with the adoption of this update (July 2019). In that time, work commenced on all actions, and most were completed before the end of Phase One (2016-2019). In some cases, actions are not discrete projects and so may be ongoing. Other actions have been carried forward for a review, or further refinement in Phase Two.

The Victoria Housing Context

In the City of Victoria, the cost of housing has increased steadily over the past decade. Even since the first phase of the Victoria Housing Strategy was adopted in 2016, the benchmark cost of a single family dwelling in the City (not including Vic West) has gone from $685,200 (May 2016) to $835,000 (May 2019), while the cost to rent a 1-bedroom apartment has risen from an average of $928 per month to $988 (2018). The price for both homeownership and rental housing continue to rise at a faster rate than local incomes, making affordable housing out of reach for many residents (Graphs below).

Affordability Gap for Renters, City of Victoria

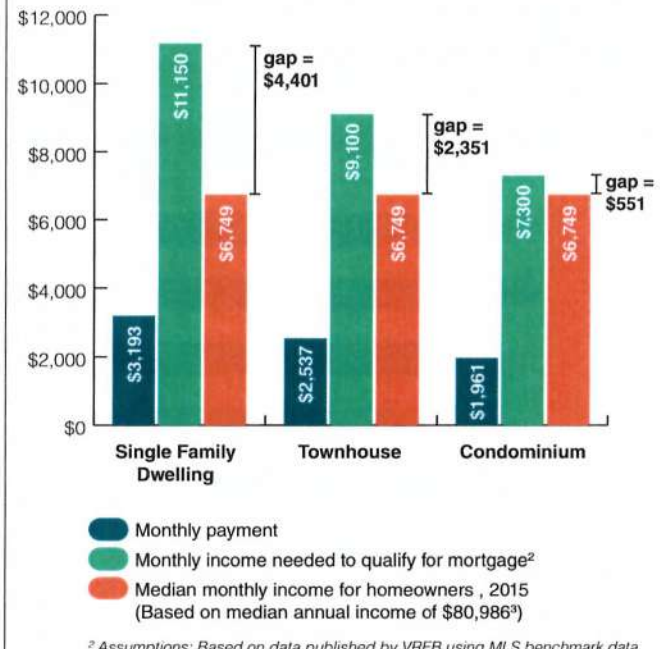
Source: VREB, CMHC and Statistics Canada 2016 Census of Population, via SPARC BC



[1] Monthly payment equal to 30% of monthly income

Affordability Gap for Owners, City of Victoria

Source: VREB, CMHC and Statistics Canada 2016 Census of Population, via SPARC BC



[2] Assumptions: Based on data published by VREB using MLS benchmark data (April 2019). Calculations are based on a 25 year amortization period, monthly payments, 3.2% 5 yr closed mortgage rate, with heating, property tax and condo fees included using CMHC mortgage affordability calculator. Down payments for units are set at 20% and assume that borrowers take advantage of the down payment assistance through the Province's BC HOMES Program which was introduced in January 2016.

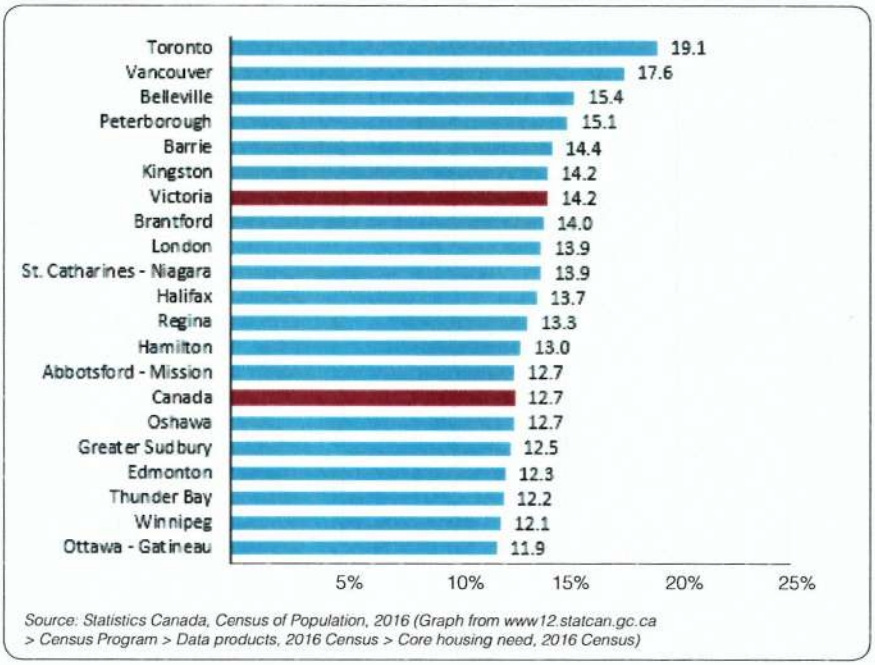
[3] Includes 2015 incomes as reported in the 2016 Census Data. According to Tax Filer data these incomes have not changed significantly since the previously reported.

The City of Victoria has proportionally more low income households compared to the Capital Region as a whole. This follows large scale trends for regional cores such as Victoria. Several factors may contribute to this, including a large proportion of single person households, a large number of senior households on fixed incomes, and a healthy stock of affordable market and non-market rental buildings where households with lower incomes live.

Of all metropolitan areas in Canada, Victoria has the seventh highest rate of households in Core Housing Need.

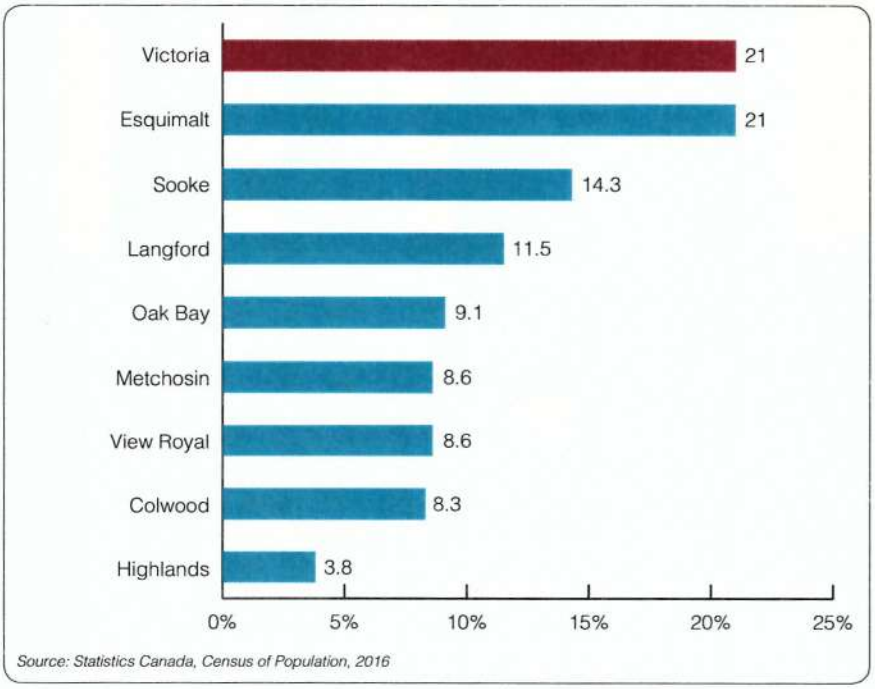
More than one fifth (21%) of Victoria's households (9,065) are in Core Housing Need. Of those households in Core Housing need, 86% are renters. Approximately 46% of renters in Victoria spend over 30% of their income on rent and utilities, and 22% spend more than 50%.

Core Housing Need Rate for Canada and Census Metropolitan Areas, 2016



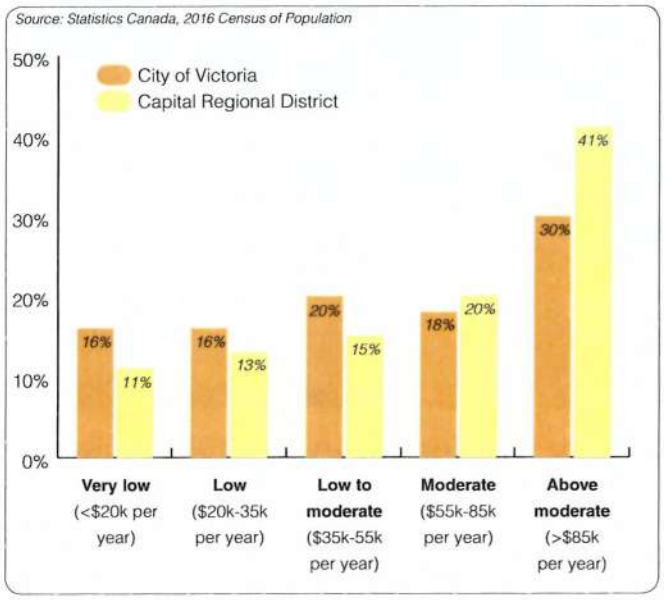
Source: Statistics Canada, Census of Population, 2016 (Graph from www12.statcan.gc.ca > Census Program > Data products, 2016 Census > Core housing need, 2016 Census)

Core Housing Need Rate for Victoria and Region, 2016

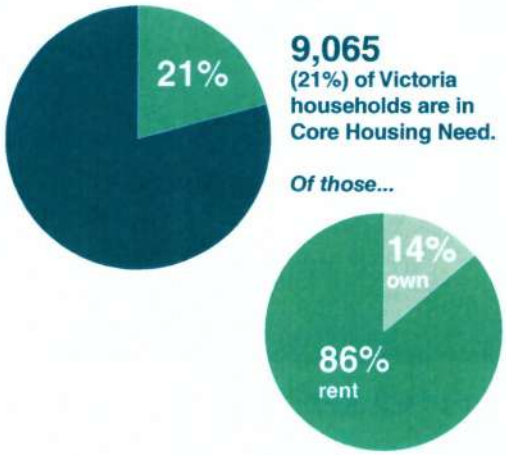


Source: Statistics Canada, Census of Population, 2016

Distribution of Income by Income Range, 2015



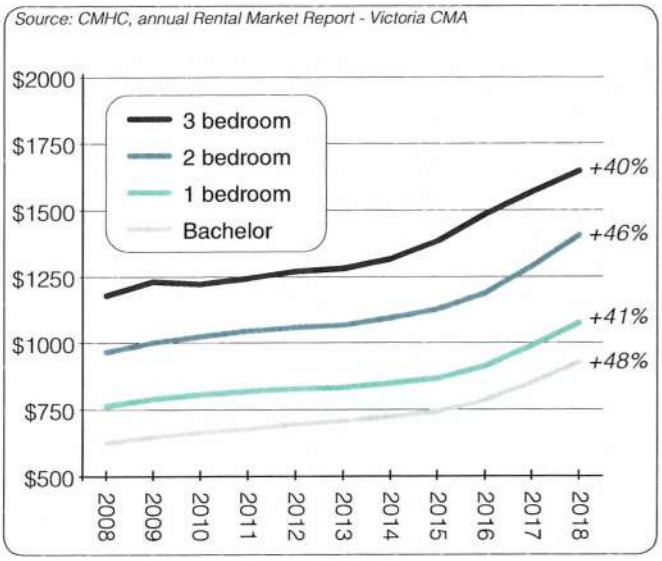
Core Housing Need in the City



Source: Statistics Canada, 2016 Census of Population (custom data)

Renters have experienced dramatic increases in rents over the past decade, and most significantly over the past three years. While challenging for renters of all incomes, these steep increases are felt most acutely by low income residents, particularly those on fixed incomes and single person households, such as seniors, low income families, single parents and low wage workers. These residents can easily become overextended on rent, subject to substandard housing conditions, or unable to find alternative housing in the City if they are displaced from their homes.

Average Market Rents by Unit Type (Victoria CMA)



"My adult children could not afford housing in Victoria so moved east, leaving me, at an advanced age, to rely on community and friends for support. This will ultimately cost the health care and other social support systems."

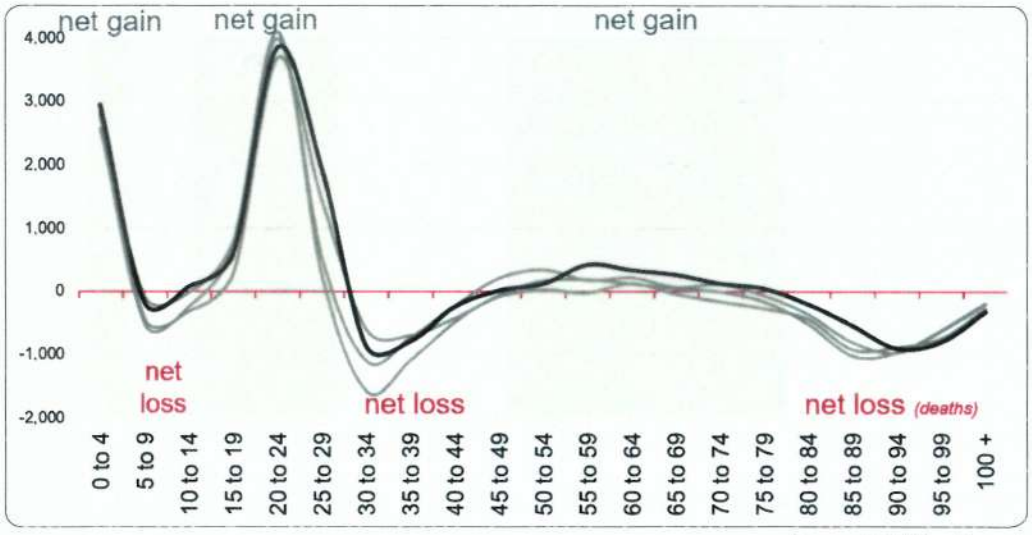
Victoria's Households Experience Affordability Challenges in Diverse Ways

Families

Families of all compositions, including couples, single parents, and multifamily households with and without children in Victoria, face acute housing affordability and availability challenges. Families account for approximately 11% percent of renter households in Core Housing Need, and 32% of those families are lone parent households with children under 18 years of age.

Much of the demand for ground-oriented housing comes from residents entering their thirties, the prime family formation years. As purchasing a single detached home becomes increasingly out of reach for many, and there are few appropriately size options, families continue to move outside the City of Victoria to find housing options that are more affordable and can accommodate their growing household size. Over the past three decades, this trend can be seen by net losses in residents in their family formation years (30 to 50 years old and children aged 5 to 15 years old). In fact, some schools in the City are seeing declining localized student populations despite overall gains to the school district as a whole. Overall, the City has a smaller proportion of households with 3 or more persons, making up only 16% of the City's population, while the Canadian average is 37%.

1996 to 2016 Change in Population by Cohort, City of Victoria



Source: Statistics Canada

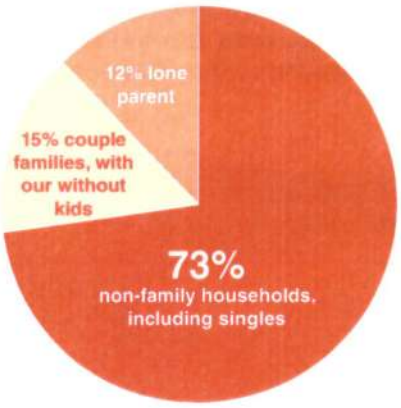
This long-term trend shows the need for the City to take action to create more housing choice for families, including seeking an increased supply of 2 and 3 bedrooms in purpose built rental apartments, as well as townhouses, houseplexes and condominiums.

In Victoria, the statistics show us that some older homeowners stay in their family-sized homes until they have to downsize, which also constrains the availability of current housing supply, though, many seniors rent or live in condominiums. There is a need for the City to support more housing options for seniors to age in place, including downsizing to another more practical housing unit within their neighbourhood.

Single person households

Single person households are significantly overrepresented in Victoria (48%), compared to the national average (28%).These households include low wage workers and seniors on fixed incomes, and it is these households that make up a significant portion of those in core housing need. Single person incomes are more vulnerable to changes in rent prices because only one person carries the full housing cost.

Victoria Renters in Core Housing Need, by Household Type



Source: Statistics Canada, 2016 Census of Population (custom data)

Older households

Older households (+65) on fixed incomes can face particularly acute housing vulnerabilities. Of all renters in core housing need, approximately 30% are senior-led households. The median income for seniors who rent is $31,000 per year, an income where the maximum rent considered affordable is $775 per month, which is $270 less than average CMHC rents for a bachelor unit in the Victoria Census Metropolitan Area. Low income seniors are also at risk of homelessness: 19.4% of homeless individuals identified in the 2018 Greater Victoria Point-in-Time Count were aged 55 or older.

Senior-led Households in Victoria

Source: Statistics Canada, 2016 Census of Population (custom data)

Indigenous households

Indigenous Peoples are more often renters: 77% compared to 61% of the entire population; and are more often in core housing need: 36% compared to 21% of all Victoria residents. Indigenous people are much more likely to be homeless. In the 2018 Greater Victoria Point-in-Time Count, 33% of respondents identified as indigenous, whereas the region's total indigenous population is only 4.7%. Experiences of housing affordability and access are interelated with other social, cultural and economic issues, and impact different communities in unique ways. These findings emphasize the importance for the City to engage with urban indigenous communities and consider their unique experiences of housing in Victoria.

Indigenous Households in Victoria

Source: Statistics Canada, 2016 Census of Population (custom data)

Newcomers

Immigrants and refugees disproportionately experience overcrowded and unaffordable housing conditions when settling in Canada. Newcomers' access to appropriate and affordable housing increases the longer they live in Canada, and these rates are improved if they have family already in Canada or savings made prior to immigration. Newcomers continue to face multiple barriers when accessing housing, including limited language skills or income levels, as well as discrimination based on ethnicity, race, or culture.

People with disabilities

Across the province, peoples living with disabilities face disproportionate challenges accessing affordable and unsuitable housing to meet their needs. Specifically, people with disabilities disproportionately spend over 50% of their income on housing costs, are vulnerable to homelessness, and are often living in sub-standard or equipped rental apartments. These statistics are in large part due to the persistent and growing gap between the amount provided for shelter assistance under BC's disability benefits system, and actual housing costs.

Experiences of Homelessness

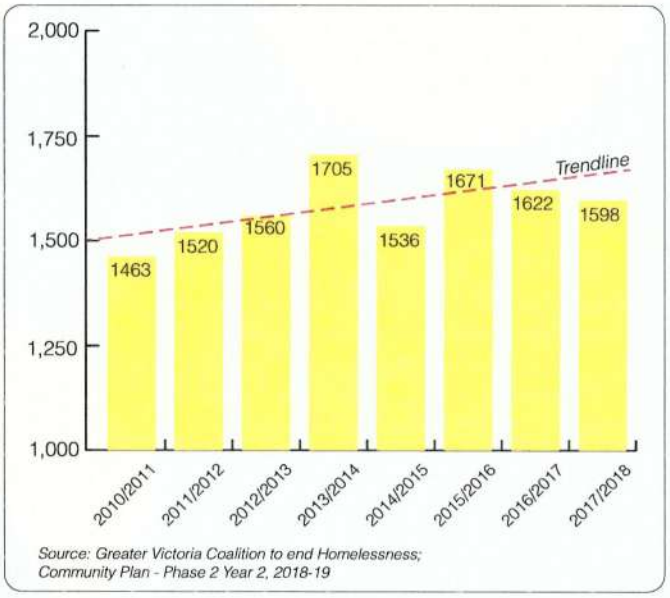
Homelessness has been a persistant issue in the Capital Region, with the absolute numbers staying in emergency shelters steadily increasing over the past decade.

There have been two Greater Victoria Point in Time Counts (PiT), the most recent was carried out in 2018. This count is an important data source, as although considered an undercount, it is meant to capture the approximate the number of people in the Capital Region experiencing homelessness, as well as identify social service and housing gaps.

The 2018 PiT had more participants, which may result from either or both increasing rates of homelessness and improved methodologies including more volunteers, larger areas canvassed and improved strategies for reaching out. The PiT found that less people sleeping outdoors, and people were better supported and able to access housing and services.

Its important for the City to continue to collaborate with partners including senior levels of government, health ministries and local organisations to support people and families, who are in the most need of accessing housing.

Unique Individuals Using Greater Victoria Emergency Shelters

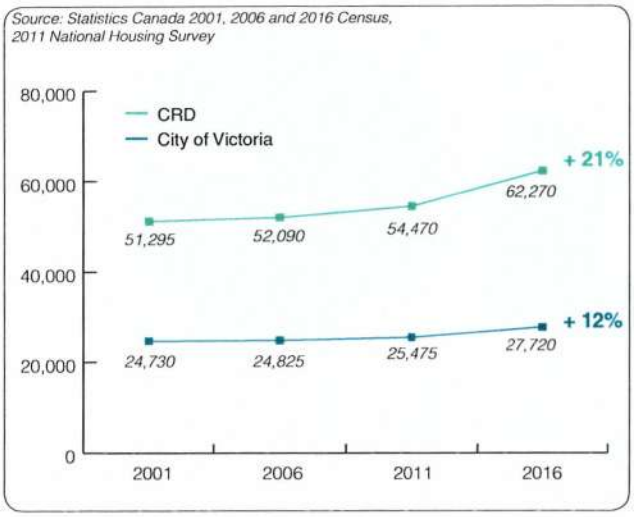


Source: Greater Victoria Coalition to end Homelessness; Community Plan - Phase 2 Year 2, 2018-19

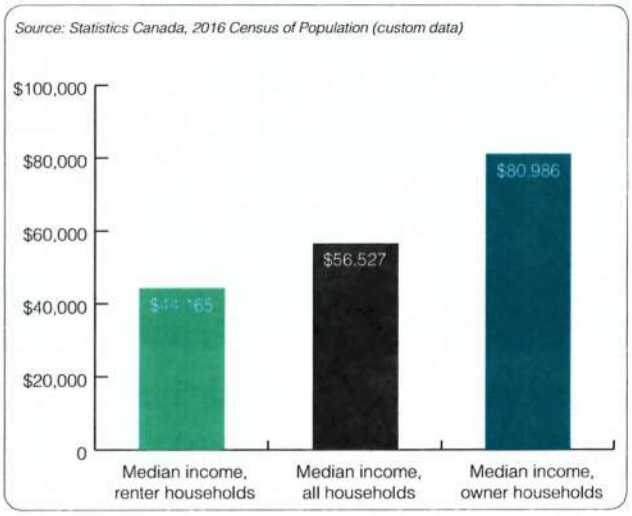
Point-in-Time Count, Greater Victoria

Source: Everyone Counts, 2018 Greater Victoria Point-in-Time Count

Number of Renter Households, Victoria and CRD



City of Victoria Median Household Income, by Tenure



Renters

Focusing on Renters and their needs is important because renters make up 61% of the City's population. This proportion continues to increase in both the City and the region as home ownership becomes increasingly out of reach of even higher income earners.

Renters typically have lower incomes than homeowners. According to the 2016 Census, the median household income for renters in the City of Victoria was $44,165, while the median for homeowners is nearly double at $80,986. Additionally, over half of the renters in the City of Victoria are single person households (table below).

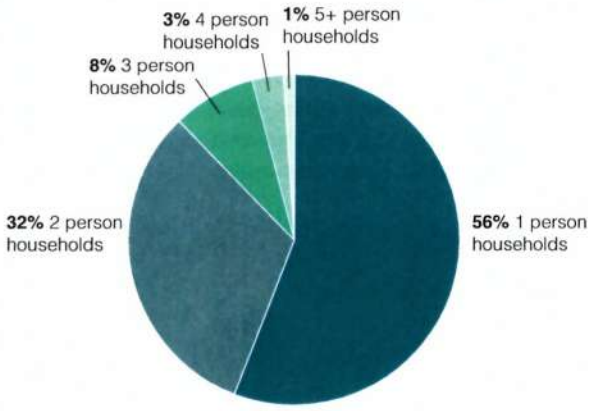
The top three housing challenges identified by renters through the City of Victoria's Housing Survey were:

> Cost of rent 82.4%

> Cost of homeownership 40.8%

> I can't find the right type of housing 19.1%

Renters by Household Size, City of Victoria 2016



Source: Statistics Canada, 2016 Census of Population.

Workforce Housing

Rising costs and decreasing availability of housing increase pressures on the local economy. Overall, Victoria's economy is bolstered by a diversity of employment opportunities across the spectrum of low to moderate wages in both seasonal and permanent positions, and has seen modest employment growth (2% between 2011 and 2016). The employment sectors that represent the moderate to high paying employment in the City overall, include the health care sector (14%), the public administration sector (11%), and other professional, scientific and technical services (10%). There are also a significant amount of workers in the retail sector (12%) as well as accommodation and food and beverage services (12%) that offer more seasonal and low to moderate paying employment.

The City of Victoria frequently hears concerns from local employers that recruiting qualified workers is challenging due to high housing costs. Labour shortages impact economic viability across multiple employment sectors, and particularly impact small local businesses such as those in the retail sector who find it challenging to attract and retain employees. The shortage of qualified workers particularly impacts the construction industry by increasing overall costs and potential delays, which in turn increases the prices of new housing supply.

Statistics have found that the majority of the City's residents (65%) work in Victoria. In order to retain our workforce and achieve our sustainability and mobility goals, it is important to consider actions that facilitate more workforce housing and create new opportunities for workers to live and work in Victoria.

Existing Rental Market Stock, City of Victoria

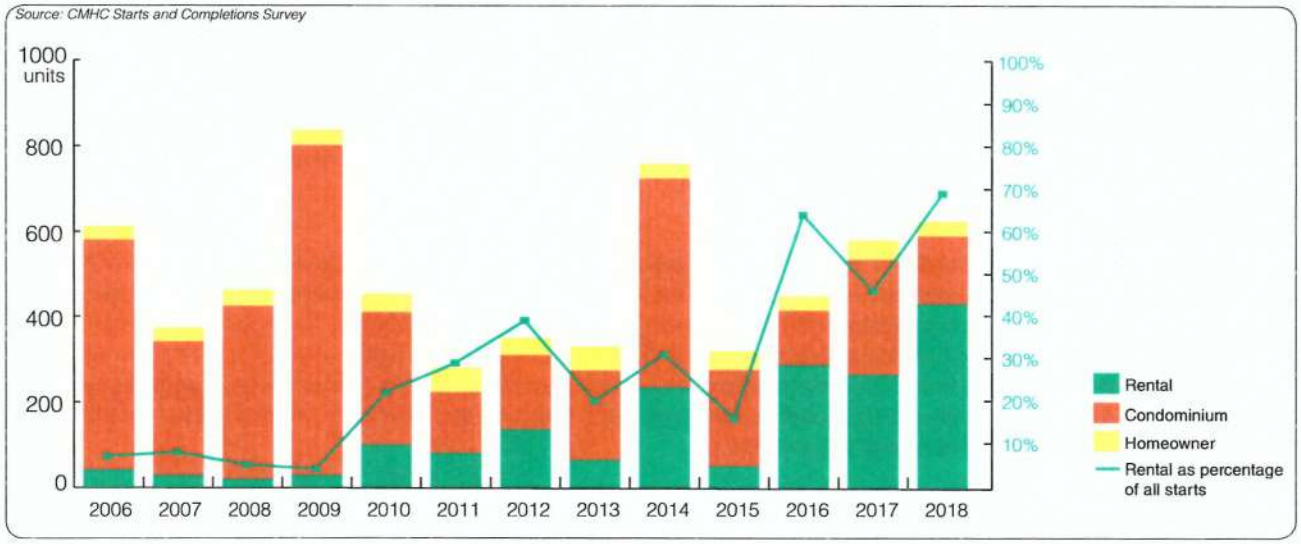
Victoria's Existing Housing Stock

A significant proportion of market rental stock is purpose-built rental housing, which provides greater security of tenure than secondary rental units because it is built to support long-term tenancies, with the units designed to remain in the rental market for the life of the building. The majority of the City's purpose-built rental stock was built in the 1960s and 1970s.

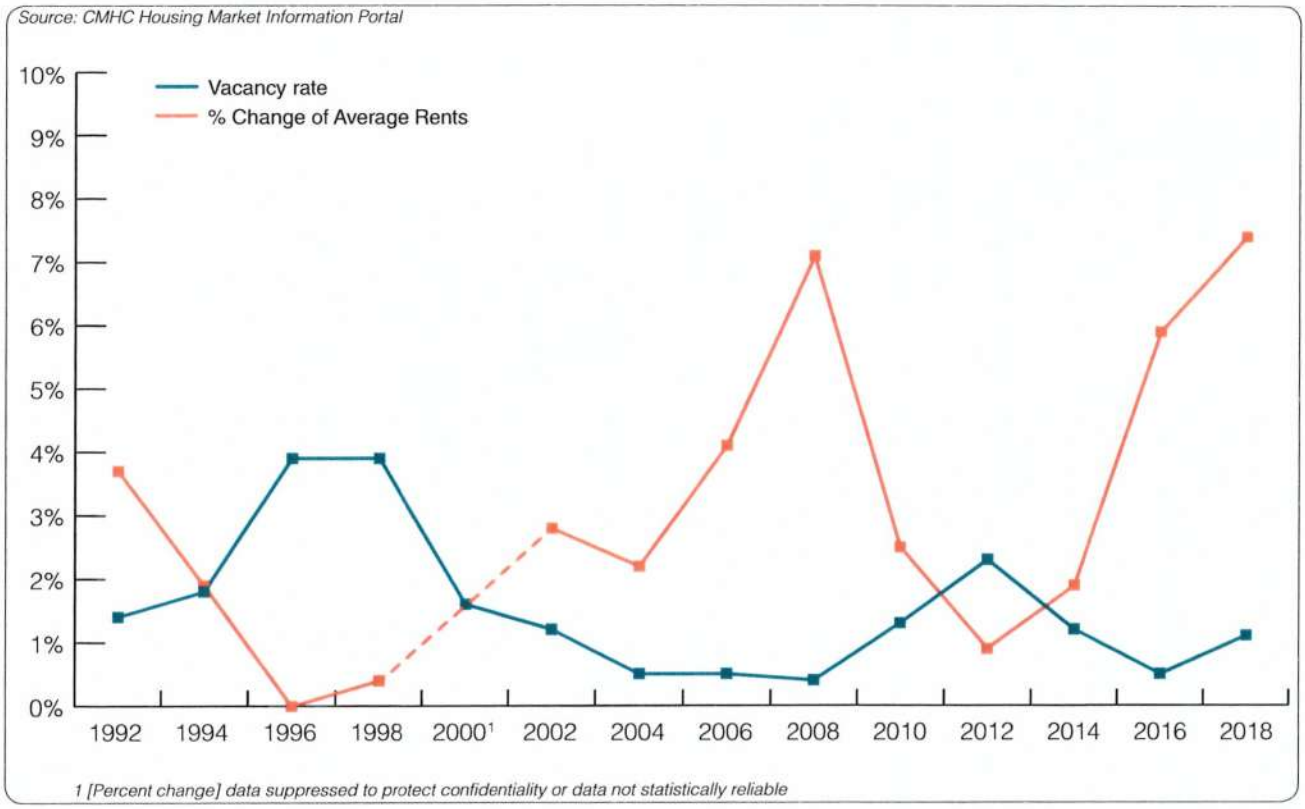
The consistent development of new purpose-built market rental housing is vital to supporting a healthy economy. More rental housing means more people can move along the housing continuum, and that the City has a stock of secured rental housing that is diverse in age and cost for existing and future residents. Purpose-built rental housing stock is also critical to create workforce housing options for low to moderate-income households who do not qualify for non-market housing but who also do not earn enough to enter into homeownership.

The City of Victoria has been successful in incentivizing the development of much-needed new purpose-built rental housing stock in recent years (Table below). In 2018, the proportion of rental starts surpassed strata starts. This is a significant achievement since rental housing development has been stagnant since the 1980's and this ratio is unparalleled with most other municipalities in the province and across the country. However, due to the age of our existing stock and increasing demand for rental housing, more rental housing development is needed to meet the needs of existing and future populations.

Housing Completions by Intended Market, City of Victoria



Vacancy Rates vs. Percent Rent Change, City of Victoria Primary Rental Market

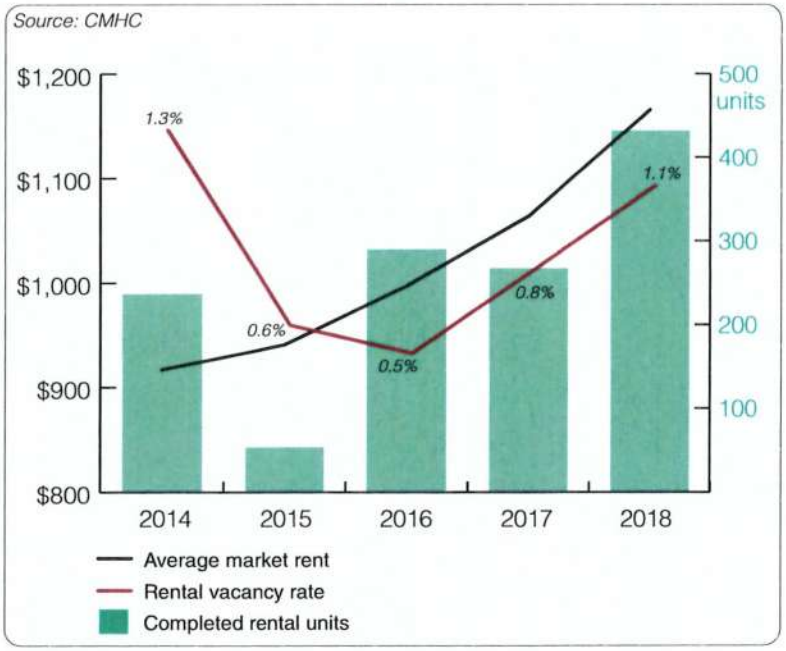


Due in part to the limited development of new rental housing stock over the past three decades, the City of Victoria's vacancy rate has steadily decreased (see graph above).

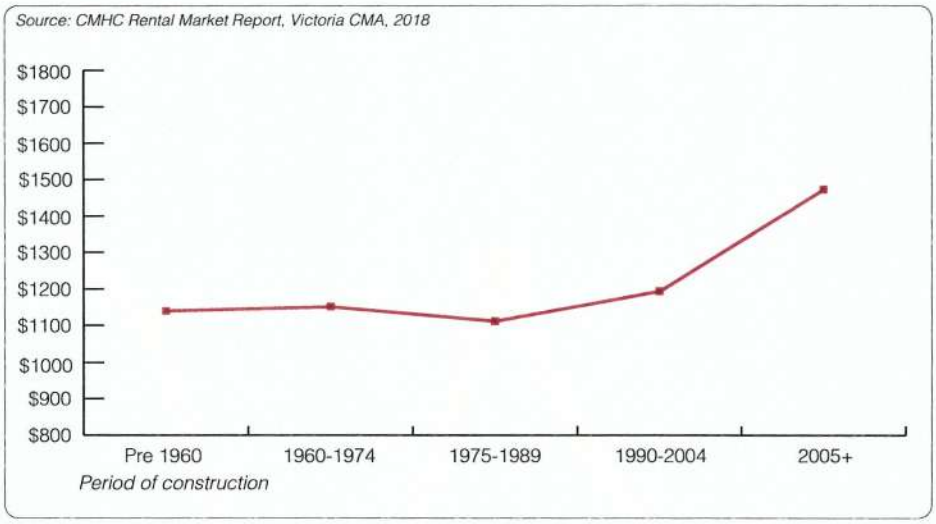
The City of Victoria has seen a slight shift in this long term trend due to the recent growth of new purpose built rental housing stock. As new stock is added to the market, the vacancy rate increases.

> "I want an environment as stable as possible for our child and am worried that when it comes time to move we will always be worried that it could also be sold and we would have to be on the move continuously." - Amy

Purpose Built Rental: Units Completed, Average Rent, and Vacancy Rate, City of Victoria



Average Market Rent in 2018, by Period of Construction, Victoria Market Area



Although new market rental housing stock is initially priced at current market value; that is, rates that are affordable only to moderate income earners, these units become more affordable over time, as illustrated by Victoria's stock of existing purpose-built rental built in the 1960's and 1970's, which are now an important source of affordable market rental housing in the City.

Homeownership

Homeownership is becoming more challenging for residents to achieve. There is a need for the City to create more first-time homebuyer opportunities for moderate-income earners who can support a mortgage, but face barriers to entering homeownership. The cost of homeownership is higher than it has ever been, and new mortgage underwriting criteria (referred to as the stress test), while minimizing overall debt loads and cooling the housing market, has also made accessing mortgage financing challenging for those looking to move from renting to home ownership.

New affordable homeownership programs have been introduced by both provincial and federal governments to assist first-time homebuyers to get into the market. The City of Victoria is uniquely positioned to offer complementary programs to support residents in accessing entry-level homeownership options, such as encouraging the development of affordable homeownership units by the private market, and by facilitating forms of ownerships that may be more accessible than traditional single family dwellings including condominiums and infill housing such as townhouses, duplexes and houseplexes.

Affordable Housing

As of March 2019, the province supports approximately 5000 homes, including subsidized housing and rent supplements in the private market. This supply of provincially supported housing accounts for roughly 11% of the City's total housing stock, and over half of the entire provincially supported housing stock in the region.

There are also 13 housing co-operatives in the City of Victoria, which accounts for 470 homes, representing almost half of the 34 housing co-operatives in the Capital Region.

Additionally, the City owns four sites that have been leased to non-profit housing operators and currently house affordable rental homes, emergency shelter and transitional beds, which total approximately 300 units. Generally, each of these sites is provided with a long-term lease (50+ years), with nominal annual lease rates. More recently, the City has contributed land to support the development of 3 new projects that support affordable housing, which total approximately 370 new homes.

Provincially Supported Housing in Victoria, 2019

Source: BC Housing, March 2019, and Statistics Canada, 2016 Census of Population

Due to the retrenchment of funding from senior governments, the construction of new affordable and non-market housing has remained relatively stagnant across the province since the 1990's. Therefore, there remains a strong need for more affordable and non-market housing that serves very low to low income households in the City of Victoria. Additionally, the revitalization of existing affordable housing stock (repair, maintenance, and capital replacement) is needed in order to meet the needs of existing and future residents.

Missing Middle Housing

Missing Middle Housing is defined as ground-oriented housing such as townhouses, houseplexes, duplexes, row houses, lock-off suites, and other housing forms that fit well within neighbourhoods to help increase housing choice, affordability and the achievement of citywide liveability and sustainability goals.

While the City has not set formal targets for Missing Middle housing, the designation of Traditional Residential in the OCP accommodates several of these housing forms. Population and housing projections and a zoning capacity assessment that inform the OCP suggest that the City would need to create specific policies in order to encourage the development of more diverse ground-oriented housing forms.

The City has a number of policies and regulations which support OCP directions for ground oriented housing, however many need additional refinement to ensure that Missing Middle housing growth keeps pace with the projected demand. The predominant types of ground-oriented housing being created is secondary suites and single detached houses (accounting for 35% and 25% of gross new ground-oriented units, respectively), therefore City actions should be undertaken to facilitate more diverse ground oriented housing options for existing and future residents.

Garden Suites

A garden suite is a legal, detached, ground-oriented rental suite located in the backyard of a property with a single-family home as its primary use. From 2004 to 2017, the City required a rezoning to build a garden suite. During this time there was an average of two applications per year, totalling 27 applications over 13 years. Of these, 19 garden suites were approved and 18 have been constructed, while one is under construction.

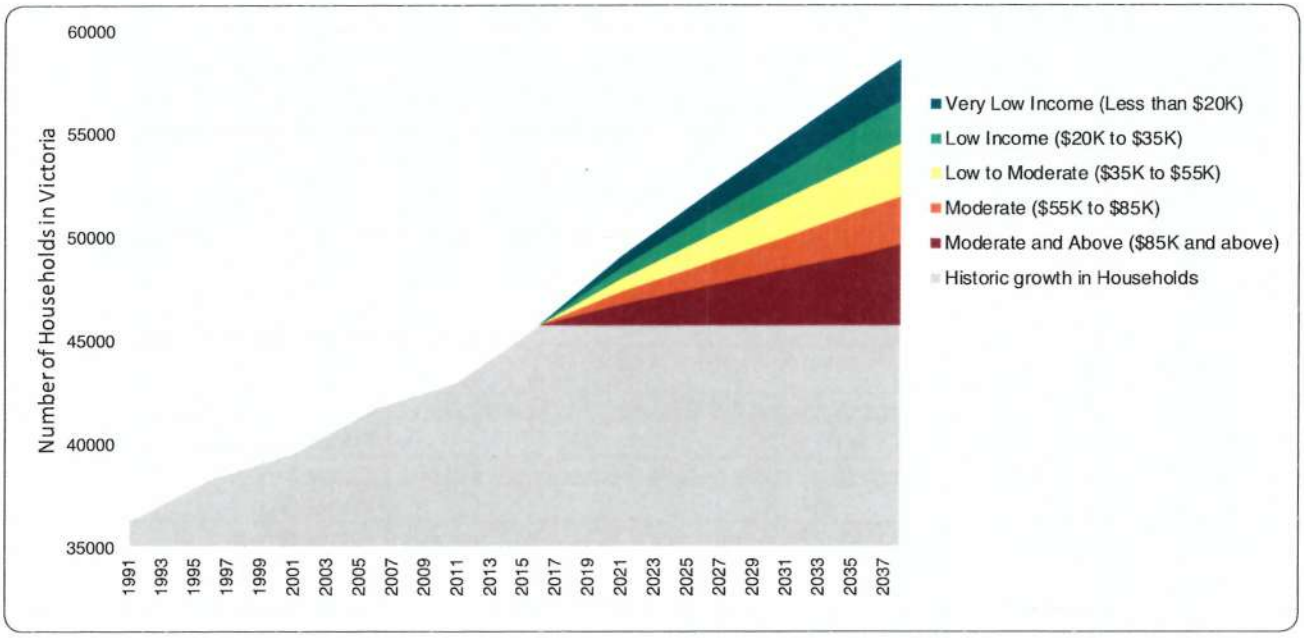
From April 2017 to April 2019 (2 years) after the approval process for garden suites changed from a rezoning to a Delegated Development Permit, there have been 58 applications received, which represents a more than doubling of the number of applications received in the previous 13 years combined. Of the 58 applications received, 39 delegated development permits have been issued and 13 units have been constructed.

Victoria's Housing Demand Estimates and Growth Projection:

For this update to the Victoria Housing Strategy, the City of Victoria prepared a housing demand estimate that considers the number of units, tenure, household size, and level of affordability required to meet the needs of existing and future residents.

The City of Victoria is expected to add roughly 12,900 households by 2038 (relative to the 2016 Census). This projection suggests that Victoria will experience a somewhat greater housing demand than what was anticipated for Victoria by the recent Capital Regional District's Regional Growth Strategy.

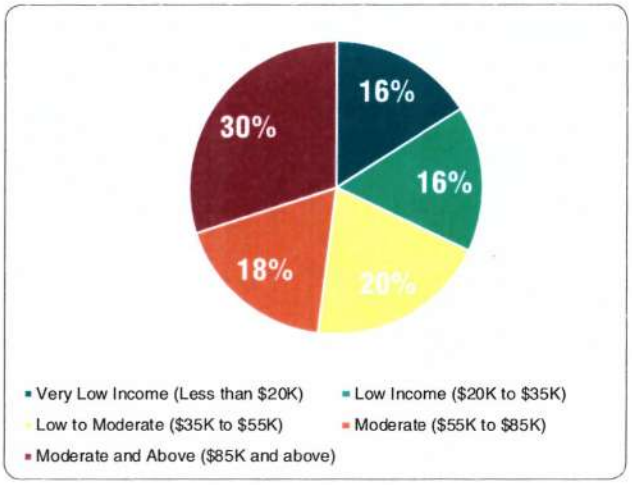
Historic and Projected Housing Demand in Victoria by Household Income



This growth will require that new homes be created at a range of incomes and sizes. Approximately 50 percent of the new homes could cater to moderate income households and above, while 50 percent should serve low income households and below.

The actions contained in this Strategy will help to facilitate new housing supply and diversity, while protecting existing housing stock in order to meet the needs of existing and future residents.

Future Housing Demand by Household Income



THE VICTORIA HOUSING STRATEGY 2016-2025: 2016-2018 ACTIONS			
	Action	**Supporting Action**	**Status**
Strategic Direction 1: Increase Supply	**Zoning Changes**	Reduce parking requirements/ innovations	**Completed**
		Minimum unit sizes	**Completed**
		Garden suites	**Completed**
		Secondary suites	**Completed**
		Zoning updates for new housing forms following LAP	Ongoing
	New policies/ initiatives: supply	Housing Reserve Fund update	**Completed**
		Motel conversion policy update as part of LAP	**Completed** (Burnside)
		City property as opportunities for affordable housing	Carry forward to Phase 2
	Streamline development application processes	Prioritize non-market applications	Ongoing
		Expand prioritization to private sector	Carry forward to Phase 2
		Additional delegated authority	Ongoing
	Examine opportunities to create further incentives	Fiscal strategy: DCCs, fees, tax exemptions	**Completed** (Revisit in Phase 2)
		Secondary suite grants – accessible suites	Carry forward to Phase 2
		Align VHRF contributions to housing targets	**Completed**
Strategic Direction 2: Encourage Diversity	**New policies/ initiatives: diversity**	Inclusionary housing density bonus policy	**Completed 2016; Completed again 2019**
		Set housing targets for negotiations	**Completed**
		Adaptable housing guidelines	Carry forward to Phase 2
	Protect existing rental stock (MARRS)	Rental inventory	**Completed**
		Rental retention study	**Completed**
		Property Maintenance Bylaw	*In progress*
		Legislative authority to improve tenant stability	**Completed**
Strategic Direction 3: Build Awareness	**Build awareness and support for affordable housing**	Update housing webpage	**Completed**
		Workshops (Affordable Home Ownership, preserving existing rental, faith based housing)	**2 of 3 Completed** Carry Forward to Phase 2
		Development summit to support affordable housing	**Completed**
		Support Regional Housing First Strategy	Ongoing

SPOTLIGHT: INCLUSIONARY HOUSING

In Canada, *Inclusionary Housing* is a type of municipal policy or land use regulation where developers are asked to provide a portion of their new market housing projects at affordable rates in exchange for additional density above established limits. These onsite affordable units are known as *inclusionary housing units*.

Bonus Density: Developers can achieve higher density in exchange for Community Amenity Contributions (CACs), which can include cash or on-site amenities such as affordable housing, heritage preservation or others.

Base Density: A base density where development is permitted as of right.

The City of Victoria has a selection of mechanisms to address housing need across the continuum, and inclusionary housing policies are one tool. The Victoria Housing Strategy 2016-2025 identified the creation of an inclusionary housing and density bonus policy as a priority action item for 2016 and on October 27, 2016, Council approved the *City of Victoria Density Bonus Policy*, which utilized a fixed-rate community amenity contribution system for residential strata developments seeking bonus density. Previous to this policy, the City of Victoria negotiated all contributions from new developments, therefore the policy provided more guidance and clarity regarding municipal expectations to developers, staff, Council and the community at large.

In July 2017, Council directed staff to replace the *Density Bonus Policy* with a policy that sought to prioritizes the delivery of on-site affordable housing units in new developments, and in June 2019, Council adopted a new *Inclusionary Housing and Community Amenity Policy*. The new policy was informed by economic analysis, a jurisdictional review and policy analysis as well as extensive consultation with rental housing advocates, non-market housing providers and funders, developers, community association land use committees and community members at large. The draft policy encourages the supply new affordable housing through the provision of inclusionary housing units in large strata developments, and cash contributions to the Victoria Housing Reserve Fund from small and moderately sized projects. To preserve and enhance the liveability of neighbourhoods, a portion of cash contributions are also targeted for local amenity reserve funds for community use.

While only one tool in the housing toolbox, Inclusionary Housing policies are an important way to add affordability to our City's housing stock. Due to the normal cycle of development (projects can take up to 7 years to go from concept to ready for occupancy), it take time to see the results of these types of policies. However, the City will closely monitor the Inclusionary Housing and Community Amenity policy, updating it annually to reflect current market conditions, and determining if changes need to be made to optimize its effectiveness.

SENIOR GOVERNMENT HOUSING POLICIES

Since the adoption of the Victoria Housing Strategy 2016-2025 in 2016, the federal and provincial government have both introduced housing strategies and unprecedented levels of funding for affordable housing. The federal government's *National Housing Strategy – A Place to Call Home* (November 2017), and the BC government's *Homes for BC: A 30 Point Plan for Housing Affordability in BC* (February 2018) will both have a positive impact on housing in Victoria by addressing both housing supply and demand.

CAPITAL REGIONAL DISTRICT

The Capital Regional District (CRD), while not "senior" to the City of Victoria in terms of political hierarchy, provides regional oversight and coordination of policies and services. In 2018, the CRD released its Regional Housing Affordability Strategy, which fulfils two key housing-related priorities from its overarching Regional Growth Strategy: the development of policies and strategies designed to promote and support a range of housing types and tenures to meet the needs of individuals of all ages, incomes and abilities; and initiatives to improve housing affordability including the provision of a mix of housing types (market and non-market).

The Regional Housing Affordability Strategy outlines a series of five key goals and supportive strategies to be considered by the CRD and local government, among other partners. The goals and suggested considerations for local government are listed in the table below. The City of Victoria has fulfilled or is in the process of fulfilling all of the suggested strategies outlined in the Regional Housing Affordability Strategy.

Goal	CRD Strategies	Municipal Strategies to Consider
Build the right supply of housing across the spectrum	Includes housing affordability approaches and policies in a Regional Growth Strategy and monitors regional outcomes. • Supports municipalities and electoral areas in initiatives that identify housing development targets that support increased density within the region's urban containment boundary, monitors results and assesses challenges. • Establishes regional housing development targets and supports municipalities and electoral areas in establishing local targets, monitoring results, assessing development challenges and identifying potential solutions. • Enables new affordable rental housing units through partnering with other levels of government. Examples: the Regional Housing First Program and the Regional Housing Trust Fund. • Actively pursues grants and capital contributions from other levels of government through the CRHC for affordable rental housing projects. • Works in partnership with other levels of government to bank land for use in affordable rental housing projects. • Explores and delivers innovative financial	Adopts growth strategies, plans and policies that encourage denser developments and the creation of more housing units that are affordable within the regional urban containment boundary. • Adopts affordable housing policies consistent with regional affordable housing definitions and targets. • Creates a regulatory framework that enables affordable housing. Example: Density bonus policies that are linked to affordability targets. • Offers incentives to build affordable rental housing. • Offers grants and targeted reductions to support the development of affordable housing. • Streamlines processes for faster housing development. • Creates best practices to support efficient community consultation processes.

Goal	CRD Strategies	Municipal Strategies to Consider
	models to increase affordable housing opportunities such as social financing, cross-subsidy and mixed tenure models.	
Sustain a shared regional response to existing and emerging housing demand	Adopts a cross-government or whole-government approach to the development and operation of affordable housing. • Supports municipalities and electoral areas toward uniform interpretation and application of provincial and federal legislation related to housing development. • Works with municipalities and electoral areas to identify opportunities for higher density development. • Researches and educates on: 1) regional land use capacity; 2) best and emerging policies and practices; and 3) alternative housing models. • Operates affordable rental housing programs through CRHC. • Strengthens and builds community capacity in affordable housing. • Engages with First Nations and other Indigenous groups and organizations to explore ways to partner in affordable housing development and/or operations. • Explores mixed tenure and inclusionary housing models. • Supports municipalities in the administration of housing agreements and affordable housing policies	• Adopts a cross-government or whole-government approach to the development and operation of affordable housing. • Participates on CRD Housing Action Team to inform ongoing strategic actions that support more affordable housing.
Protect and maintain existing non-market and market rental housing stock	Takes action to preserve and protect CRHC housing stock and subsidy programs. • Supports community coordination activities for tenant relocation and eviction prevention. • Ensures relocation of existing tenants where redevelopment of CRHC properties is optimal.	• Assesses risks and uses local bylaws and regulatory tools to preserve existing rental assets. • Explores, develops, improves and implements tenant relocation and protection policies. • Develops and implements policies and bylaws that regulate housing units according to their actual use.
Develop and operationalize a regionally coordinated housing and homelessness response	Delivers programs and services that address housing affordability and homelessness such as the Regional Housing First Program, the Regional Housing Trust Fund and the Homelessness Partnering Strategy. • Supports the UBCM call for a comprehensive homelessness strategy. • Leads community planning and research to help support a regionally coordinated homelessness response system. • Supports and participates in an integrated housing and homelessness system. • Enables equitable participation of Indigenous groups in regional housing programs and the delivery of the HPS program	Participates as part of a coordinated homelessness response system. • Supports the UBCM call for a comprehensive homelessness strategy. • Engages in community planning to help support a regionally coordinated homelessness response system.
Create community	Prepares and updates housing demand forecasts, monitors housing development	Implements policies and processes that facilitate timely and efficient

Goal	CRD Strategies	Municipal Strategies to Consider
understanding and support for affordable housing developments	trends and reports results on an annual basis. • Develops and shares education tools that help foster an understanding of the cost of developing housing across the spectrum. • Develops educational tools to inform communities on the need for affordable housing and the disproportionate challenges faced by Indigenous people seeking housing in the region.	neighbourhood engagement in development reviews. • Champions the need for affordable and market housing developments. • Ensures the public consultation process talks about land use not the land user.

PROVINCE OF BRITISH COLUMBIA

The province of BC has created measures to curb speculative demand in BC's housing market, and will create 114,000 affordable market rental, non-profit, and supported social housing and owner-purchase housing through partnerships. To date, five projects and 588 units of affordable housing have been funded in Greater Victoria.

The province has pledged to spend more than $7 billion over 10 years on affordable housing initiatives, and has outlined how this will be directed through it's guiding document Homes for BC: A 30 Point Plan for Housing Affordability in BC. Highlights of this plan, and other provincial investments on housing affordability in BC are outlined below. In some instances, the City of Victoria will be a direct recipient of new supply opportunities, while in other instances, Victoria will receive indirect benefit through the funding of new supply in neighbouring communities that will lessen the pressure on the City directly. Other programs and policies are or will be implemented province wide, affecting the City of Victoria directly.

HIGHLIGHTS OF PROVINCIAL INITIATIVES
The HousingHub was launched to increase the supply of affordable housing for middle-income earners through low-cost financing, access to land, and no or low-capital equity. Hallmark programs include a Rental Supply program and Affordable Home Ownership program available to residential developers in the City of Victoria.
$208 million over four years through the Affordable Rental Housing Program, to develop 1,700 new affordable rental homes province-wide
Improvements to residential tenancy legislation including limiting the allowable annual rent increase in BC to inflation (a reduction of 2% in 2019); closing the 'fixed-term tenancy' loophole to prevent tenancies ending after a fixed term and changing laws to protect tenants from renovictions and demovictions
$1.2 billion over 10 years through the Building BC: Supportive Housing Fund to build 2,500 new supportive housing units for people who are experiencing or at risk of homelessness
$6.8 million in new funding to the Residential Tenancy Branch to reduce wait times for tenancy disputes and to establish a new compliance unit for repeat or serious offences
$291-million through the Rapid Response to Homelessness program for 2,000 modular homes for people who are experiencing homelessness, plus over $170 million over three years to provide 24/7 staffing and support. One project has been confirmed for Victoria.
Granting a new authority to municipalities to apply rental tenure to residential properties to restrict tenure to rental in existing or future developments (Residential Rental Tenure Zoning)
$734 million over 10 years through the Building BC: Women's Transition Housing Fund for 1,500 spaces of transition and second-stage housing for women and children experiencing violence
Legislation introduced to limit flipping of pre-sale condominiums and changing strata legislation to mitigate impacts of short term rental use
$550 million over 10 years through the Building BC: Indigenous Housing Fund for 1,750 new units of social housing for Indigenous peoples, both on- and off-reserve, which will have a positive impact on housing pressure for urban indigenous peoples in the City of Victoria

Changing building code regulations to allow taller wood frame buildings (for more affordable and expeditious construction of multi-family residential developments)
$450 million available through the BC Student Housing Loan Program, including 620 net new units of student housing at the University of Victoria. This will have a positive impact on housing availability in the City of Victoria as housing in Victoria is freed up by students living on campus
A speculation and vacancy tax was introduced to reduce the number of homes being held as investment properties, add rental housing options, and increase revenue for affordable housing development
$1.1 billion over 10 years through the Capital Renewal Fund to retrofit and upgrade 50,000 non-profit and provincially-owned public housing units throughout the province to improve the quality and energy efficiency of social housing units
The foreign buyer's tax was increased to 20% and now applies in Greater Victoria
$116 million over three years to expand eligibility and increase benefit amounts in two rental supplement programs, the family Rental Assistance Program (RAP) and Shelter Aid for Elderly Renters
Legislative changes were made to provide transparency in property ownership
Source: https://news.gov.bc.ca/factsheets/bc-government-addressing-housing-affordability-challenges

Source: **https://www.budget.gc.ca/2019/docs/themes/housing-logement-en.html**
https://www.placetocallhome.ca/pdfs/Canada-National-Housing-Strategy.pdf

GOVERNMENT OF CANADA

The federal government announced the *National Housing Strategy: A Place to Call Home* in 2017, and advanced an implementation plan for the Strategy in Budget 2019. The goal of the national strategy is ambitious, and envisions that over 10 years, the Strategy will cut chronic homelessness in half, remove 530,000 families from housing need, invest in the construction of up to 125,000 new affordable homes, and repair and renew 300,000 homes across Canada.

A Place to Call Home plans to increase the supply the of housing for renters and first-time home buyers, as well as to strengthen rules and compliance for those who break the rules and make housing less affordable for the people who need it. Highlights of the federal strategy introduced to date, as well as other federal initiatives are outlined below. The City of Victoria will have opportunities to access funds, financing initiatives, and participate in collaborative partnerships through this strategy.

HIGHLIGHTS OF FEDERAL INITIATIVES
A PLACE TO CALL HOME (ANNOUNCED AS PART OF BUDGET 2019)
Introduces the First-Time Home Buyer Incentive, allowing eligible first-time home buyers who have the minimum down payment for an insured mortgage to apply to finance a portion of their home purchase through a shared equity mortgage with CMHC. It is expected that 100,000 first-time home buyers would benefit from the incentive over the next three years.
$10 billion in financing over nine years through the expanded Rental Construction Financing Initiative to help build 42,500 new housing units across Canada (focus in low rental supply)
Creating four new dedicated real estate audit teams at the Canada Revenue Agency to monitor transaction in the real estate sector (BC is a focus area)
OTHER FEDERAL INITIATIVES
$15.9 billion in the National Co-Investment Fund, which is expected to help build 60,000 new units and repair or renew 240,000 existing units of affordable and community housing. The City of Victoria has been a recipient of this fund
$200 million in federal lands will be transferred to housing providers to encourage the development of sustainable, accessible, mixed-income, mixed-use developments and communities
$7.7+ billion over 10 years to Seven Provinces and territories that have signed bilateral housing agreements under the new multilateral Housing Partnership Framework. The agreement aims to support the stock of community housing and address regional priorities

HIGHLIGHTS OF FEDERAL INITIATIVES
$4.3 billion in the Canada Community Housing Initiative, which support provinces and territories as they protect and build a sustainable community-based housing sector (cost-match funding)
$500 million in the Federal Community Housing initiative to stabilize new operating agreements as old social housing operating agreements expire and subsidize rent for tenants in need
Launching in 2020, a $4 billion Canada Housing Benefit will deliver an average of $2,500 per year to support directly to families and individuals in housing need, including those on social housing wait-list or those housed in private market but struggling to make ends meet
$20.5 billion in federal support to provinces and territories and close to $9 billion expected in provincial and territorial cost-matching
$2.2 billion over 10 years to expand federal homelessness program, complimentary to the National Housing Co-Investment Fund and Canada Housing Benefit, to reaffirm and redesign the federal response to homelessness
Collaboration with First Nations to co-develop a new policy framework for housing and infrastructure reform that will support First Nations care and people living both on and off reserve
$241 million over 10 years to enhance housing research, data and demonstrations
Improve homeownership options for Canadians through mortgage loan insurance
Anticipating the adoption of a Gender-Based Analysis Plus (GBA+) approach to integrate throughout program cycle of the National Housing Strategy, focusing on the intersectionality of women and barriers to housing. At least 25% of National Housing Strategy investments will support projects that specifically target the unique needs of women and girls.

GOVERNMENTAL POLICY ALIGNMENT

The Victoria Housing Strategy: Phase Two, seeks to capitalize on new commitments to affordable housing from senior levels of government, and to reduce duplication of efforts. At the same time, residents in Victoria have requested the City look at actions that traditionally fall under the purview of senior levels of government; and indeed, the first phase of the strategy contained actions proposed due to a perceived lack of action on the part of senior governments (see sidebar: the City of Victoria's Tenant Assistance Policy).

The proposed actions contained in this strategy are included because these are the things residents told us were important. Some items may not be entirely within our purview; however the City can add support or in some cases, play an advocacy role to improve provincial or federal legislation, or enact change. For example, we heard changes to the way land is taxed could incent landowners to improve rental accommodation or build new housing. Taxation is beyond the control of the City, but we can research and advocate for change if its felt to be warranted.

Some actions in this Strategy meanwhile have arisen as a result of senior government policy. For example, in 2018, the Province of British Columbia granted British Columbian municipalities and regional districts with the ability to incorporate tenure into zoning. This means cities like Victoria can now regulate the tenure of a property so it can only be rental, where previously this was not possible to do without a housing agreement registered on title.

Finally, while City staff and elected officials meet regularly with other levels of government, including participation in the Regional Housing Advisory Committee, this Strategy proposes an inter-governmental working group of housing policy staff to better connect the municipality with senior government staff to see if we can meet early and often on shared objectives.

The City Of Victoria's Tenant Assistance Policy: A Response To Legislative Gaps

The City's Tenant Assistance Policy (TAP) was created in 2018 as a result of an action in the first phase of the Victoria Housing Strategy to examine the City's legislative authority for a municipal role in maintaining rental tenant stability. The TAP was designed to augment what was viewed as insufficient protections for tenants under the Residential Tenancy Act in instances where occupied buildings are redeveloped and tenants are displaced as a result. (Several municipalities across BC with tight rental markets have implemented similar policies). Since the creation of the Tenant Assistance Policy, several changes have been made to the Residential Tenancy Act on the part of the provincial government, demonstrating that municipal action (spurred by citizen concerns) can have an impact in inciting broader legislative change.

CITY OF VICTORIA POLICY LINKAGES

The Housing Strategy aligns, or outlines a plan to align, with several City strategies and guiding documents. The Strategy, while bold and innovative in its approach to solving housing affordability, endeavours to create affordability in a way that aligns with other City priorities.

In some instances, the Victoria Housing Strategy is guided by City documents. For example, a key strategic objective in the 2019-2022 Strategic Plan is Housing Affordability; and the Strategic Plan has supplied Phase Two of the Victoria Housing Strategy with 25 action items populating the Housing Strategy action items. The City's Official Community Plan meanwhile, is the overarching guidance document for the City of Victoria, and the Housing Strategy fulfils its broad directives around housing and homelessness.

In still other instances, how the Victoria Housing Strategy can align with other City plans will be part of the work undertaken by staff during the implementation of Phase Two.

Below is a high-level overview of several key City documents and how the Victoria Housing Strategy Phase Two: 2019-2022 aligns or plans to align with each.

STRATEGIC PLAN

The 2019-2022 City of Victoria Strategic Plan both informs and guides Phase Two of the Victoria Housing Strategy. The Strategic Plan's goal statement, developed through public input at the Engagement Summit, is as follows:

> *By 2022, Victoria will be a bold, thriving, inclusive, and happy city that people love. We will be known globally for our climate leadership practices, multi-modal transportation options,* ***innovative approaches to affordable housing,*** *and for meaningful reconciliation with the Songhees and Esquimalt Nations on whose homelands our city was built.*

The Plan envisions that Victoria will be known for its innovative approaches to affordable housing, and the Victoria Housing Strategy has noted this directive in the organization of its actions, creating a thematic category called "New Ideas" to fulfill this objective.

More specifically, the Strategic Plan also includes 25 concrete actions the City will consider over this council term. In order to ensure alignment, enable prioritization, and allocate resources effectively, all strategic plan action items have been included in Part Four: Actions. Items that fall under both strategies are clearly identified in this document.

Finally, the Strategic Plan outlines measurable outcomes to monitor the success of affordability actions; these have been included in Phase Two.

OFFICIAL COMMUNITY PLAN

The purpose of the Official Community Plan (OCP) is to provide a framework of objectives and policies to guide decisions on planning and land management within the geographic boundaries of a local government. The OCP has the highest legal status at the City and as such the Victoria Housing Strategy follows the guidance of the OCP in its scope and implementation.

Specifically, the City's Official Community Plan outlines two clear goals in Section 13: Housing and Homelessness that have formed the basis of the core principles of Phase Two, as well as the creation of the Victoria Housing Strategy 2016-2025 itself. The two goals are: "All residents have access to appropriate, secure, affordable housing"; and "A wide range of housing types, tenures and prices gives residents choices".

Section 13 also identifies five broad objectives addressed by the OCP that inform the Victoria Housing Strategy – noted below.

BROAD OBJECTIVES

The housing and homelessness policies of this plan collectively address five broad objectives:

13 (a) That housing development that responds to future demand is facilitated through land use policies and practices.

13 (b) That housing affordability is enabled for housing types across the housing spectrum, particularly for people in core housing need.

13 (c) That the existing supply of rental housing is expanded through regeneration.

13 (d) That a wide range of housing choice is available within neighbourhoods to support a diverse, inclusive and multigenerational community.

13 (e) That partnerships enable stable housing with appropriate support services.

CITY OF VICTORIA OFFICIAL COMMUNITY PLAN SECTION 13: HOUSING AND HOMELESSNESS

Finally, the overview of Section 13 highlights Victoria's core housing values, and act as a guiding framework for Phase Two of the Victoria Housing Strategy:

> *"Housing is a basic human need. All people deserve access to housing that is safe, stable and affordable and that supports personal and public health. The availability of a diversity of housing types across the housing spectrum that can accommodate people of different ages, incomes, household structures, and physical and social needs is one of the fundamental elements of creating and maintaining a healthy, inclusive and more sustainable community. The principle of social integration, both across the city and within neighbourhoods, underlies Victoria's approach."*
>
> *(City of Victoria OCP – Housing and Homelessness)*

CLIMATE LEADERSHIP PLAN

The City of Victoria's Climate Leadership Plan (CLP) was developed to reduce energy consumption and greenhouse gas emissions (GHGs), transition to renewable energy and prepare Victoria for Climate impacts. The CLP is a 'living document' that will evolve with scientific understanding and improved climate response strategies; however, in its first iteration it is organized into five areas of focus where Victoria can reduce the impacts of climate change. Areas where the CLP overlaps with the Victoria Housing Strategy include "Low Carbon High Performance Buildings", and to a lesser degree "Low Carbon Mobility", and "Low Carbon Waste Management", though other areas both existing and in future versions of the CLP may also have a direct or tangential relationship to housing affordability. While there are actions within the strategy that complement or support the CLP, the Victoria Housing Strategy envisions contiguous alignment with the CLP on an ongoing basis, such that climate leadership will be considered in every action in this strategy.

GO VICTORIA

When complete, the City's mobility strategy, "Go Victoria," will define the vision for transportation for the City over the coming decades by establishing a new framework for moving people, goods, and services, and identifying strategies and indicators for assessing the performance of transportation in Victoria.

From considering transportation impacts to housing affordability, to the spatial relationship between transit and housing, transportation and housing affordability are deeply intertwined. Because Go Victoria is still in its formation stages, the Victoria Housing Strategy: Phase Two, pledges to examine transportation and housing together both as a distinct action, and through ongoing consideration of policy alignment with the completed Go Victoria document.

ROBERTA'S STORY

When Roberta's husband died of a rare neurological disorder, she found herself unable to cover the monthly rent. Despite working full-time, Roberta was evicted from her home. With nowhere else to go, Roberta bounced around by staying with family and friends, at one point sharing a bachelor apartment with her adult daughter and sleeping in the same bed. They had a hot plate and a sink as a kitchen.

"I felt uncomfortable and unsafe," she says.

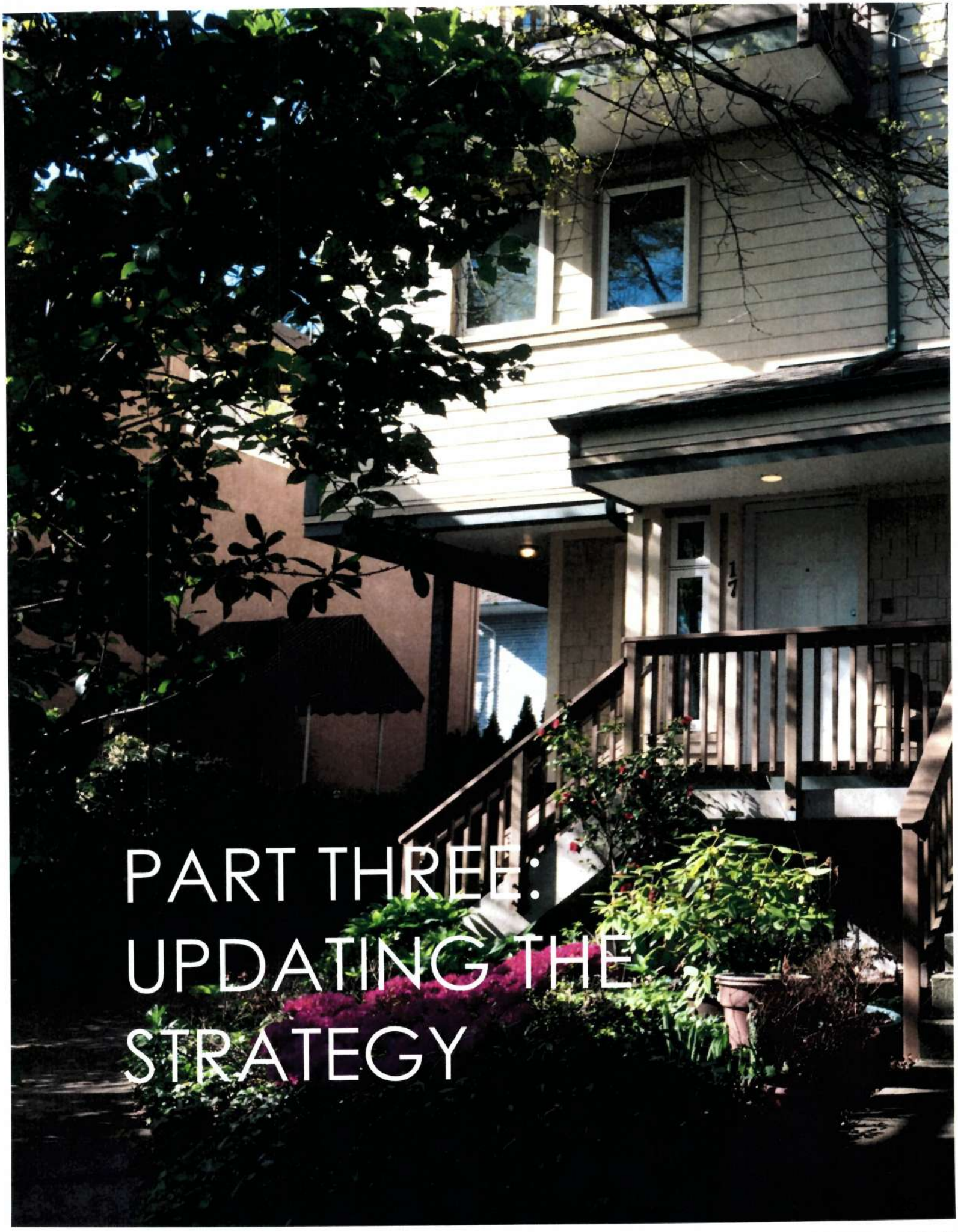
Eventually, Roberta was able to secure short-term housing a part of an arrangement for First Nations members who experienced trauma in residential school. Unfortunately, after the 18-month term was up, she was back to square one. Even with 26 years as a good tenant...and references saying as much, Roberta faced discrimination with landlords when looking for housing.

Roberta was homeless and remained homeless for 3.5 years before finally securing subsidized low income housing in a new development...

She is thrilled. As of May 2019 she has a home to call her own.

"It is security for sure," says Roberta. "I lost so many things moving around and so many people stealing things."

A mother of four children, Roberta beams when talking about her new apartment. "I have had my family over 6 or 7 times for dinner and I have only had my place for a month. I can do crafts with my Grandkids and teach them what I know."



PART THREE: UPDATING THE STRATEGY

The Victoria Housing Strategy Phase Two: 2019-2025 seeks to build upon the successes of the first phase of the strategy. It will continue to be the City's roadmap to housing affordability and diversity, but includes bolder actions and new additional strategic directions.

The Victoria Housing Strategy: Phase Two was informed by **new information**: updated census data, and updated housing strategies by the regional, provincial, and federal governments. The Strategy includes **new housing targets** that were established to align with not only the City's growth targets, but our current need. Phase Two was also informed by **extensive public engagement**. New actions were flagged by the community, staff, and Council input over the course of implementation of the first phase of the strategy, and through City Council's updated Strategic Plan 2019-2022 finalized in January 2019. Targeted engagement on these actions was sought through several means, including the first ever Victoria Housing Summit attended by 143 housing stakeholders (housing providers, developers, builders, financial institutions, and others); two public open houses attended by over 100 residents; and three housing surveys with over 1500 respondents. We also sought input and feedback from several key groups formed as we were developing the strategy, including an Academic Roundtable consisting of **several of the province's pre-eminent academics** whose research focuses on housing. And we looked to **best practice in housing planning**, through extensive research and jurisdictional review.

STRATEGIC PLAN 2019-2022

Following the 2018 municipal election, Victoria's newly elected City Council members developed a four-year strategic plan, which was finalized in February 2019 following Council's several strategic planning sessions, staff input, a public survey, and a day-long Engagement Summit.

The Strategic Plan contains eight strategic objectives, each with proposed actions to support the achievement of those objectives. Strategic Objective #3 is Affordable Housing, and Council has identified 25 actions under this heading, listed below. Each action has been assigned a target completion year from 2019-2022 or is listed as an ongoing action.

Strategic Plan 2019-2022: Strategic Objective #3 – Affordable Housing

2019 Actions

1. Set targets, define affordable housing, and track and measure the creation of affordable housing units
2. Implement rental-only zoning
3. Incentivize development of rental housing and look for further opportunities to expedite and simplify development processes for affordable rental housing
4. Create a municipal housing service to acquire land and enter into partnerships for the purposes of providing affordable (de-commodified) housing
5. Examine existing City land as possible sites for affordable housing and emergency shelter spaces including road-edge remnants, wide roads, 1240 Yates Street
6. Allow moveable tiny homes in all backyards that currently allow garden suites at rents of no more than $500 per month
7. Implement Market Rental Revitalization Program
8. Develop Community Amenity Contribution Policy
9. Consider a grant program for secondary suites including those that are accessible and serve an aging population
10. Examine a grant program to incentivize the creation of affordable garden suites
11. Accelerate Implementation of Victoria Housing Strategy:
    a. Develop city-wide strategy for additional house conversion opportunities
    b. Incentivize and mandate the creation of family-appropriate two and

three bedroom rental units
   c. Identify funding mechanisms to acquire land to facilitate federal, provincial and regional investment in affordable housing
   d. Explore the expanded use of tax exemptions to create more affordable housing
12. Allow tiny homes and garden suites on lots that already have secondary suites or duplexes
13. Expand garden suite program to allow larger units on larger lots
14. Houseplexes and Townhouses:
   a. Undertake a city-wide planning exercise to identify suitable locations for townhouses and houseplexes
   b. Support houseplexes as a form of multi-unit housing that provide a sensitive transition within neighbourhoods
   c. Support more family housing including townhouses and row houses
   d. Support new ground-oriented housing forms and lock-off suites

2020 Actions

15. Create a Small Scale Housing Ambassador position to make it easier for property owners and homeowners to create affordable housing (10 units or less)
16. Create a Tenant Housing Ambassador position to make it easier for renters to navigate the Tenant Assistance Policy, Standards of Maintenance Bylaw and other issues
17. Consider a comprehensive amendment to the Zoning Bylaw to permit all "Missing Middle" housing forms as of right without need for rezoning or development permit. This builds on 2019 Action "Houseplexes and Townhouses: Undertake a city-wide planning exercise to identify suitable locations for townhouses and houseplexes."

2021 Actions

18. Explore the potential of creating a Victoria Housing Corporation
19. Develop relevant partnerships and pilot a project matching seniors with extra bedrooms with eligible lodgers

Ongoing Actions

20. Regularly evaluate the City's bonus density policy and the number of units being created as a result of it
21. Encourage barrier-free housing and universal design in new developments
22. Identify opportunities for affordable housing in all neighbourhood plans
23. Advocate for more affordable student housing
24. Facilitate, incent and support co-op housing

In order to schedule completion of the affordable housing actions identified by Council through the Strategic Plan 2019-2022, all actions have been incorporated into the actions of this Housing Strategy. The Strategic Plan also identifies measurable outcomes; these have been adopted as the measurable outcomes of The Victoria Housing Strategy Phase Two and are listed in Part 5 Measurable Outcomes.

ENGAGEMENT

The City sought input from the public in the leadup to this update to the Victoria Housing Strategy in several different ways, with an aim to be accessible to all who were interested in contributing. The Housing Summit was a daylong event designed for housing stakeholders while the public open houses, one in the evening and one over the lunch hour, were designed to gather input from residents of Victoria. The Housing Survey, meanwhile, was available online

and distributed widely to ensure we heard from the most people we could on what was important to them. All feedback received was considered in the development of the housing actions in this strategy.

THE 2019 VICTORIA HOUSING SUMMIT

The City of Victoria hosted a Housing Summit in 2019, attended by 143 housing stakeholders, including representatives from non-profit housing societies, developers, property managers, senior government representatives, municipal planners, housing and tenant advocates, academics, Community Association Land Use Committee members, Mayor and Council, and many others. The Summit's keynote was presented by Mayor Lisa Helps, and the stated purpose shared with attendees was to seek feedback to inform this update to the Housing Strategy. A total of nine interactive sessions were held throughout the day on topics such as infill housing, family friendly housing, and intergenerational housing options.

PUBLIC OPEN HOUSES

Two open houses were held in April 2019 to gather public input on proposed actions for inclusion into the updated Victoria Housing Strategy. Over 100 residents came to discuss housing challenges and ideas for improving housing affordability, availability, and choice in Victoria. A large proportion of attendees were renters, and those affected directly by the housing crisis in Victoria.

Proposed actions, including the 25 items identified by Council on their Strategic Plan, were posted on boards throughout City Hall's antechamber. Attendees showed their support for which items should be prioritized, and provided comments identifying refinements or modifications to improve proposed actions, and added several new items for consideration.

Supported Areas

The following proposed actions received the most support at the public open houses:

- ✓ Develop a Secured Market Rental Policy
- ✓ Explore Pre-zoning for Inclusionary Housing
- ✓ Align Housing Initiatives with Climate Leadership Plan
- ✓ Affordable Home Ownership
- ✓ Transportation Considerations
- ✓ Explore external funding opportunities for housing initiatives
- ✓ Housing policy working group
- ✓ Consider fee waivers, reductions and tax exemptions

HOUSING SURVEYS

Leading up to the Housing Strategy update, the city released public and focused surveys to get input on what is important to residents when considering the City's actions for affordable housing. Over 1800 residents responded to the public survey. The respondents represented a mix of renters and homeowners mirroring the distribution of renters and homeowners in Victoria: 63%

of respondents identified as renters while 37% stated they were homeowners; while the 2016 Census counts 61% of private households as renters and 39% owners.

The most significant housing challenges identified in the survey were the cost of housing, difficulty finding the right type of housing, and the affordability gap between renting and owning for renters. Renters strongly supported actions that reduced discrimination in new developments, and regulations to protect tenancies and preserve existing rental housing stock. Homeowners, meanwhile, most strongly supported actions to make it easier to build legal secondary and garden suites, but also supported the City taking a role in incentivizing the development of new multi-family rental housing.

OTHER FORMAL INPUT

The City also sought input from those with specific expertise on what was important to include in this update. An academic roundtable was convened to review the draft actions, and input was also sought from the City's newly formed Renters Advisory Committee, who will also play a collaborative role during the implementation phase of this Strategy. Input from both groups was considered and incorporated into the final Strategy actions.

ACADEMIC ROUNDTABLE

The City of Victoria formed an academic roundtable to provide input and recommendations to proposed actions in Phase Two of the Housing Strategy. The academic roundtable was comprised of academic experts on housing policy (see sidebar: The Academic Roundtable Members).

Some members of the roundtable were able to attend our Housing Summit, participating in discussions on key housing actions with Victoria housing providers, developers, non-profits, and other stakeholders. The complete roundtable contributed feedback and input into our proposed actions, and provided advice on which items should be prioritized.

THE RENTERS ADVISORY COMMITTEE

In 2018, the City struck a Renters Advisory Committee to provide advice and recommendations to Victoria City Council on:

- Policies to increase rental housing stock
- Improving conditions and wellbeing for renters in the City of Victoria
- Strategic priorities for the city relating to renters
- The impacts of provincial and federal legislation affecting tenants

THE ACADEMIC ROUNDTABLE MEMBERS

CAM OWENS UNIVERSITY OF VICTORIA – GEOGRAPHY

SHARON DIAS UNIVERSITY OF VICTORIA – GEOGRAPHY

PENNY GURSTEIN UNIVERSITY OF BRITISH COLUMBIA – SCHOOL OF COMMUNITY AND REGIONAL PLANNING

TOM DAVIDOFF UNIVERSITY OF BRITISH COLUMBIA – SAUDER SCHOOL OF BUSINESS

PAUL KERSHAW UNIVERSITY OF BRITISH COLUMBIA – SCHOOL OF POPULATION AND PUBLIC HEALTH

ANDY YAN SFU – CITY PROGRAM

PATRICK CONDON UNIVERSITY OF BRITISH COLUMBIA – SCHOOL OF ARCHITECTURE & LANDSCAPE ARCHITECTURE

JENNIFER VORNBROCK UNIVERSITY OF VICTORIA – COMMUNITY AND GOVERNMENT RELATIONS

- Enhancing access and inclusion for renters in developing municipal policy and civic life
- Other matters that the committee deems relevant to the interests of renters in the City of Victoria.

The Committee consists of up to 12 (twelve) members appointed by Council for two (2) year terms, representing the diverse perspectives and experiences of renters and renters' advocates. The committee meets monthly from September to November and January to June.

The Renters Advisory Committee convened prior to the adoption of the Housing Strategy to provide input on actions important to renters in Victoria, and the City will continue to work collaboratively with the Committee through the implementation phase.

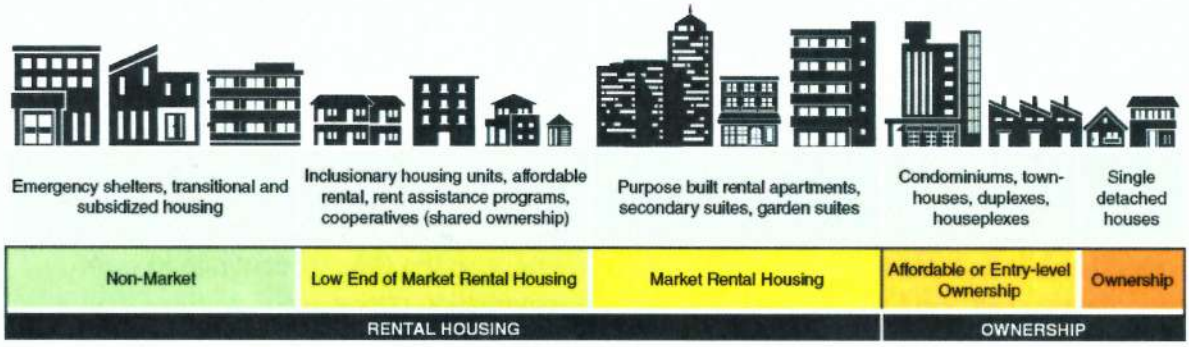
SPOTLIGHT: TECH SECTOR SURVEY

The tech sector is booming in Victoria, having grown by approximately 30% in the last five years. In April 2019 a housing survey issued by members of the tech community in Victoria showed that housing is a top concern in this population cohort, despite incomes being typically higher than Victoria's median renter income. The survey, completed by 278 employees across the tech sector, ranked affordability highest in importance in a list of 21 housing considerations, followed closely by location.

Other highlights of the survey:

- The majority of respondents were under forty
- Almost half of the survey respondents (46%) reported earning a personal income of $40,000-$80,000, with most of the rest (47%) earning more than $80,000. 7% of tech sector workers reported earning under $40,000 per year.
- The largest proportion of respondents live in a two-person household with a partner only (no children)
- Most have lived in Victoria for more than 5 years
- Most plan to purchase a home in the future: 20% are currently looking, and another 25% plan to purchase in 1-2 years
- Of those looking to purchase, 40% noted they would be interested in a ground oriented housing unit (duplex/houseplex or townhome), 30% in a condo, and 30% will be looking for a single detached home
- Victoria was ranked highest in terms of preferred location for potential tech sector buyers to purchase a home

HOUSING AFFORDABILITY



This continuum illustrates the range of different housing types in Canada by identifying the levels of government support required (if non-market) as well as the typical cost of housing. The continuum includes public, private and non-profit housing, and identifies housing tenure including rental, ownership and cooperative ownership. It also identifies whether the housing is provided on a temporary or permanent basis. The Housing Strategy includes actions that seek to address housing affordability challenges across this continuum.

DEFINING AFFORDABILITY

In Canada, housing is considered affordable if it costs less than 30% of a household's before-tax income. Affordability is dependent on the income of the household and therefore affordability can be achieved across the housing continuum.

Victoria adopted a more specific definition of affordable housing in 2018 which is: *"housing where the price does not exceed 30% of the gross annual household income for very-low income to moderate income households".*

A more robust metric of affordability and housing challenges is the *Core Housing Need* indicator used by Statistics Canada. A household in core housing need is one whose dwelling is considered unsuitable, inadequate, or unaffordable, and whose income levels are such that they could not afford alternative suitable and adequate housing in their community.

HOUSING TARGETS

The target rents have been updated for Phase Two, using the adoption of a more specific definition of affordable housing in 2018 as a basis for creating affordable units. In this update, affordable rent targets are now aligned with median renter incomes in the City of Victoria, ranging from "very low" to "low-moderate incomes". Affordable home ownership targets, geared at those earning a higher income but still unable to bridge the gap between rental and ownership without support, are aligned to the regional median income to target moderate income earners.

Housing Affordability Targets, City of Victoria 2019-2024

Affordable Rents:

BACHELOR UNITS	$375 to $875
1-BEDROOM UNITS	$425 to $1050
2-BEDROOM UNITS	$575 to $1300
3-BEDROOM UNITS	$700 to $1750

Affordable Target Rents by Bedroom Size & Income Bracket:

	BACHELOR $375 to $875	1-BEDROOM $425 to $1050	2-BEDROOM $575 to $1300	3-BEDROOM $700 to $1750
Very Low Income	$375	$425	$575	$700
Low Income	$500	$650	$850	$1000
Median to Moderate Income	$875	$1050	$1300	$1750

Affordable Target Rents by Bedroom Size & Income Bracket:

Household income bracket	Annual Income	Monthly Housing Cost
Moderate Income	$55,000-$84,999	Determined by Lender

Housing Unit Targets, City of Victoria 2019-2024

	Non-Market	Low End of Market Rental Housing	Market Rental Housing	Affordable or Entry-level Ownership	Ownership	
	RENTAL HOUSING			OWNERSHIP		TOTAL
	Very Low Income	Low Income	Low to Moderate Income	Moderate and Above	Above	
INCOME THRESHOLD	<$20,000	$20,000 to $35,000	$35,000 to $55,000	$55,000 to $85,000	$85,000+	
5 YEAR TARGETS	442	448	527	615	768	2800

The City of Victoria sets housing targets as part of our overall planning for new housing. These targets provide a high-level estimate of the anticipated future demand for housing at different points along the housing continuum and will help to ensure we will have an adequate supply of housing to meet the range of existing and emerging housing needs of Victoria residents.

ORGANIZATION OF PHASE TWO ACTIONS

The first phase of the Victoria Housing Strategy was organized into three strategic directions: to increase supply, encourage diversity, and build awareness. Throughout the implementation stage, and during engagement leading up to the development of Phase Two, we heard several things that incited a decision to expand the three strategic directions to five thematic categories: Focus on Renters; Increase Supply; Increase Choice; Track & Improve; and New Ideas. These categories are described in detail in Part Four: Actions

Several actions could be considered to 'live' in only one or in up to all the categories (for example, an action may support renters, increase rental supply, increase housing choice, be an improvement in an existing process, and include a new idea). However care has been taken to place items under the category where the action most applies, for ease of reference. As well, all of the City of Victoria's Strategic Plan Affordable Housing objectives have been incorporated as distinct actions, or components of broader actions within this strategy. Items that include Strategic Plan Actions are identified with this symbol: **SP**.

	Non-Market	Low End of Market Rental Housing	Market Rental Housing	Affordable or Entry-level Ownership	Ownership
	RENTAL HOUSING			OWNERSHIP	
ACTION ITEMS	***In Partnership with Senior Governments:***	***Municipal Tools:***			
	• Municipal land and grant contributions • Pre-zoning for affordable housing • Modular Housing • Co-operatives and Community Land Trusts	• Density Bonus and Inclusionary Housing Policies • Affordable Rental Incentives Protection of existing purpose built rental housing stock: • Tenant Ambassador • Short Term Rental Policy • Rental Replacement Policy	• Secured Market Rental Housing Policy • Residential Rental Tenure Zoning • Garden Suites and Secondary Suites	• Affordable Homeownership program • Entry level housing forms, including condominiums, townhomes with secondary suites, duplexes, houseplexes and more	

IMPLEMENTATION

The Victoria Housing Strategy is a guidance document that provides a "roadmap" of actions the City will consider over the course of the range of years identified (for Phase two, the range is 2019-2022). If an action is identified in this Strategy, that means in most cases that item will be treated as a project by staff. Council's adoption of the strategy does not infer adoption of each action, but direction to explore each of the actions identified. The way each project will be executed will differ depending on the action, but will typically involve research and analysis,

consultation, and recommendations that are then brought forward to Council for consideration of adoption.

Actions in this Strategy are organized by priority, and all are targeted for completion or implementation (in the case of ongoing actions) by 2022.

We'll monitor our success through:

- **Improved Data Collection**
  The Development Outcomes Monitoring and Evaluation (DOME) project will help us collect the data we need to make evidenced-based decisions. It will enable the city to gather more information about new development in Victoria in order to more accurately measure progress towards the objectives in the Victoria Housing Strategy, the Official Community Plan and other policies. The DOME project is a priority action in this update, as improved tracking of key indicators associated with housing outcomes better positions the City to adaptively manage emerging trends, issues, and opportunities related to housing in Victoria. DOME is focused on expanding the City's ability to capture and report on data associated with new development applications in Victoria. The project will explore the feasibility of capturing new data streams or improved data quality on the number, affordability, and duration of new non-market units; value of community amenity contributions from new developments; unit mix, and other metrics.

- **Housing Strategy Annual Review**
  An annual report will be prepared beginning one year following adoption of this update. The report will outline achievements, challenges, and status on action items completed. The report will be presented to Council for information and to seek guidance on modifications to priorities or action items.

- **Housing Reports**
  Each year the City of Victoria completes annual housing reports, consisting of a tabulation of the number of units and type of residential development occurring in Victoria. The success of the Victoria Housing Strategy may be reflected in these reports through an aggregate improvement in the number of new housing units developed or grants issued; however direct linkages in most cases are not possible as there are multiple factors both internal and external which may contribute to an increase or decrease in the number of new housing units and types developed. Examples of factors that may influence the rate of development include:

INTERNAL	EXTERNAL
Policy application	Availability & Cost of Land
Zoning regulations	Developer interest
Planning Documents	Interest Rates
Permitting Processes	Construction Costs
Fees & Levies	Senior Government Policy & Regulations
Council Decisions	

PART FOUR: HOUSING ACTIONS

CATEGORY ONE: FOCUS ON RENTERS

Victoria has traditionally been a renter's City, with well over half the City's population renting their homes. But with more renters than places to rent, renters are at a disadvantage. Strong demand for fewer rental units combined with the high cost of development has caused market rents to continue to grow. Rents are often higher than average income-earners can reasonably afford, and while most landlords in Victoria care for their tenants and property, sometimes units are not maintained to their highest standards, particularly when costly capital improvements are required. In markets where available units outnumber renters, landlords are in competition for renters. Rents tend to grow no higher than inflation (2-3% per year), and in some cases rental units may be maintained to a higher standard to attract renters.

In tight housing markets, private landlords in both the purpose-built and secondary rental market can make choices about their rental units that can be innocuous for the owner but which can deeply impacts tenants, for example, when a homeowner with a secondary suite sells their home, or a building owner redevelops their property. Sometimes landlords may opt to evict long-term tenants to make capital improvements. These tenants, who are paying rents that are now well-below market, often face the prospect of not only uprooting their lives, but entering into a highly

competitive rental market where the cost to rent is significantly higher than their current housing, or in an area far from work, childcare, school, and established social connections.

People with lower than average incomes and specific housing needs feel this crunch more acutely. Ways to improve circumstances for renters include:

1. Create more rental housing supply to create less competition for units.
2. Create more opportunities for rental and choices in types of rentals available.
3. Create, strengthen, and maintain regulations to protect tenants.

Note that support for renters is not restricted to this category: a majority of actions in categories are also designed to improve housing supply and choice for renters in the City of Victoria.

THE GOAL

Improve affordability, stability, and choice for renters in the City of Victoria.

CATEGORY ONE: FOCUS ON RENTERS

Improve affordability, stability, and choice for renters in the City of Victoria.

❑	Market Rental Protection and Revitalization Policy	Explore additional incentives and regulations, including licensing, to preserve existing rental housing stock, ensure capital improvements are completed, protect tenancies, and prevent renovictions.	**SP**
❑	Secured Market Rental Policy	Beginning with a workshop to gather ideas from housing stakeholders, develop a Secured Market Rental Policy to incentivize the development of rental housing and look for further opportunities to expedite and simplify development processes for affordable rental housing.	**SP**
❑	Tenant Ambassador	Create a new dedicated staff position to support tenant and rental housing related work including support for tenant assistance plan review, guidance through the redevelopment process, information and referral to residents, and support and advice to housing policy staff.	**SP**
❑	Residential Rental Tenure Zoning	Continue to implement rental-only zoning and engage with the community to explore other opportunities created through the new Residential Rental Tenure Zoning authority.	**SP**
❑	Short Term Rental Policy Review	Review the Short-Term Rental policy and proactive enforcement efforts and consider opportunities for directing program revenue to affordable housing.	
❑	Reduce Housing Barriers in New Developments	Consider creating a City-wide policy to use housing agreements to reduce housing barriers such as age restrictions, pets, and rentals in strata buildings.	
❑	Tenant Engagement	Create guidelines or strategies for going out into the community to specifically increase renter participation in public engagement processes as a part of all housing initiatives at the City.	

SP = Includes Strategic Plan Item

CATEGORY TWO: INCREASE SUPPLY

Creating more housing supply is a critical part of the housing solution. Housing of all types and for all incomes is needed across the housing spectrum to meet current housing demand and anticipated growth.

Land and construction costs have a direct relationship to housing costs for the end user (the price to buy or to rent). The higher the cost to create or purchase the housing, the higher the cost for the end user. Incomes, meanwhile, have remained relatively stagnant.

There is a strong need for housing amongst a range of income earners in the City. However, through analysis of need and growth, it's clear that purpose-built rental is a housing type that should be prioritized. Purpose-built rental is rental housing that has been designed for the primary purpose of providing long-term rental housing to tenants. It is more secure than the secondary rental market (homeowners renting their private housing to a tenant), and in relative terms, becomes more affordable over time as rental rates rise more slowly than housing prices.

As indicated in the City's analysis of need and growth, the most important type of housing required is purpose-built rental. Purpose-built rental is rental housing that has been designed for the primary purpose of providing long-term rental housing to tenants. It is more secure than the secondary rental market (homeowners renting their private housing to a tenant), because while not immune to sale and redevelopment, it is less vulnerable to change than the private rental market.

Because of the high cost of purchase and construction, without government intervention to subsidize housing costs, new purpose-built rental housing will not be viable if rents are set to match lower incomes. However, in relative terms, purpose-built rental becomes more affordable over time, because rental rates rise more slowly than housing prices. For example, the vast stock of purpose-built rental housing constructed in the 1960s and 1970s is now an important part of the City's de facto affordable housing stock.

As land use regulators, the City has an important role to play in creating conditions, regulations, and policies to encourage the development of the right kind of housing supply from the private market.

Creating supply requires partnerships. We need:

- ✓ developers and builders to create the housing
- ✓ the City to make it easy to build and to regulate and incentivize the features residents need, such as affordable, accessible, or suitably-sized housing
- ✓ senior levels of government to subsidize some development to make it more affordable

THE GOAL

Encourage new housing supply for all Victorians.

CATEGORY TWO: INCREASE SUPPLY

Encourage new housing supply for all Victorians.

❑	Explore Pre-zoning Opportunities	Consider pre-zoning areas of the City for increased density with provisions for purpose-built rental and affordable housing (Bonus Density Zoning) where feasible.	
❑	City-owned Sites for Affordable Housing	Explore using existing city-owned properties or acquiring new land for affordable housing.	**SP**
❑	Expand House Conversion Eligibility	Update the City's house conversion regulations to encourage more house conversions and consider affordability in house conversions Citywide.	**SP**
❑	Affordable Housing in Local Area Planning	Identify opportunities for affordable housing in all local area plans.	**SP**
❑	Support faith-based, charitable, and non-profit housing developers	Consider how to bring together charitable, faith based and non-profit organizations and developers to increase development capacity, foster partnerships and support the creation of community-focused development in Victoria.	
❑	Rental Suite Grant Program	Explore the development of grant programs to encourage an increased supply of garden suites and accessible secondary suites.	**SP**
❑	Update and Expand Secondary Suite Policy	Consider further zoning and regulatory changes to increase the supply of legal accessory suites, including allowing multiple suites on properties or allowing suites in developments where they are not currently permitted in zoning, such as in duplexes or townhouses. Consider the size and location of suites, and consider ways to legalize existing suites.	**SP**

CATEGORY THREE: HOUSING CHOICE

Housing is not one-size-fits-all. Different types of housing are required to support a vibrant community. A mix of housing types and densities means a more diverse range of residents, in all ages and stages of life, can live in the City and support a broader range of services in easy travel distance, including by transit, biking, or walking. Housing diversity is important so residents can stay connected to their community as we move through life's stages – from young students or workers, to family formation, through to retirement and aging well. Research also shows that cities with more diversity in housing types are more stable and are better equipped to manage housing crises. Creating housing choice also means ensuring groups that face more housing pressures than others are given an extra hand to level the playing field.

The first phase of the Victoria Housing Strategy's Strategic Direction 2 was "Encourage Diversity". This update expands upon the actions implemented through that direction by considering more housing types and locations to improve housing options that meet specific needs.

THE GOAL

Encourage a range of housing choice for all Victoria residents.

CATEGORY THREE: HOUSING CHOICE

Encourage a range of housing options for all Victoria residents.

❑	Develop a Family Housing Policy	Consider the development of a Family Housing Policy, including a bylaw to mandate the creation of two and three bedroom units in new developments and design guidelines to ensure new units meet the needs of families.	**SP**
❑	Tiny Homes	Explore how the City of Victoria could permit tiny homes while still maintaining safety and livability for residents.	**SP**
❑	Missing Middle Housing	Implement the OCP by undertaking a citywide exercise to identify suitable locations for townhouses and houseplexes, and prepare design guidelines to support more family and ground-oriented housing forms that fit well within neighbourhoods.	**SP**
❑	Missing Middle Zoning Amendments	Consider a comprehensive amendment to the Zoning Regulation Bylaw to permit Missing Middle housing forms as of right without a need for Council approval.	**SP**
❑	Co-op, Co-housing, and Land Trusts	Explore how to facilitate, incent, and support collaborative housing forms including co-op housing, and evaluate the city's role in the development of these types of housing.	**SP**
❑	Garden Suite Policy Amendments	Review the Garden Suite Policy and Guidelines to improve development process, reduce costs, encourage family-sized suites, and allow development of garden suites on properties with secondary suites and on duplexes.	**SP**
❑	Inclusive Housing	Explore ways to ensure the City's housing policies are inclusive of people's identities including gender, sexual orientation, race, ethnicity, age, ability, and family status.	
❑	Indigenous Housing Working Group	Create a working group of indigenous stakeholders to develop more inclusive housing policy that considers the needs and voices of indigenous citizens	
❑	Barrier-free Housing & Universal Design	Encourage barrier-free housing and universal design in new developments.	**SP**

CATEGORY FOUR: TRACK & IMPROVE

We don't have to start from scratch.

Tracking, monitoring, and evaluation is critical for collecting evidence and making informed choices. The City of Victoria has a number of policies, programs, guidelines, and regulations relating to housing affordability and choice, but to date, our success at tracking the outcomes of these programs has not kept pace with new ideas.

The role of monitoring and evaluation is to track implementation and outputs systematically, and measure effectiveness of our programs and policies. This work helps determine more precisely when something is working, and when improvements are required. It can demonstrate that our work has had a positive impact. It helps us make the most efficient use of our limited resources, and make informed decisions about how to allocate those resources.

Through the actions in this category, the City will track our progress at achieving our outcomes, decide which areas to focus our attention on, and optimize our processes, policies and regulations to make the greatest impact.

THE GOAL

Track our progress and improve our housing policies and programs to optimize their impact.

CATEGORY FOUR: TRACK & IMPROVE

Track our progress and improve our housing policies and programs to optimize their impact.

❑	Data and Reporting Improvements	Prioritize the development of data collection processes and a streamlined reporting approach to assist the City in making informed policy decisions, and so that housing statistics, outcomes, and policies, are publicly available and accessible. Consider tracking income and wealth alongside housing data. Consider creating an accountability framework.	
❑	Monitor Affordable Housing Development	Track and measure the creation of affordable housing units, reporting to Council quarterly on progress.	**SP**
❑	Rental Replacement Policy	Revisit the City's Rental Replacement Policy to ensure it is meeting the City's updated housing priorities.	
❑	Review and Update the Zoning Regulation Bylaw	Perform a holistic review of the Zoning Regulation Bylaw and consider consolidated amendments to modernize, improve efficiency, and ensure compatibility with City objectives.	
❑	Victoria Housing Reserve Fund Improvements	Review the Victoria Housing Reserve Fund guidelines after each intake date to ensure alignment with current City priorities, Housing Strategy actions, and ability to achieve housing targets.	
❑	New Webpages	Create a "Developer Hub" webpage to provide current information on affordability targets and policy, procedures, and bylaws; a "What's Happening Here" page for the public to improve transparency on new residential development, including information about the developer, estimated occupancy, number of units, and number of affordable units or value of amenity contributions; as well as a "Victoria's Tenants" webpage that provides information on policy and tenant services.	
❑	Cross-government Policy Alignment and Advocacy	Strengthen the City's housing policy alignment and advocacy with senior levels of government, including exploring the creation of a cross-governmental working group. Identify opportunities for partnership and interrelationships between the City and the region.	
❑	Housing Policy Working Group	Create a working group of key housing stakeholders to meet quarterly to review progress on Housing Strategy items, and flag new items for consideration.	

❑	Review and Optimize Housing Funding	Conduct an analysis of the City's total spending on housing and homelessness to provide advice on how to best utilize resources and achieve positive and measurable outcomes.
❑	Fee Waivers, Reductions, and Tax Exemptions	Revisit fee waivers, reductions and tax exemptions for affordable housing developments while ensuring services funded through DCCs are adequately supported. Explore the application of DCCs in select circumstances in traditional residential areas (e.g. duplex development).
❑	Inclusionary Housing & Community Amenity Policy Review	Regularly monitor and evaluate the City's inclusionary housing policy outcomes, including monitoring the number of units being created as a result of it. Update the policy annually to ensure rates and targets remain aligned with market conditions.
❑	Align housing initiatives with Climate Leadership Plan	Consider ways to integrate and align the City's housing policy with the City's Climate Leadership Plan.
❑	Transportation Considerations	Consider transportation needs, planning, and cost when developing housing policy. Align housing policies with GoVictoria, the City's transportation policy.

CATEGORY FIVE: NEW IDEAS

In the first iteration of the Victoria Housing Strategy, we worked on the 'low-hanging fruit'; that is, actions we could achieve relatively quickly to make improvements to the City's housing outcomes sooner. Now, we are at a point where we must dig deeper, and try things we haven't tried before. It's time to pull out all the stops and try new and innovative ideas. This category outlines new ideas and bold actions to add to our arsenal.

THE GOAL

Try bold ideas to achieve new results.

CATEGORY FIVE: NEW IDEAS

❑ Municipal Housing Authority	Explore value of a "Victoria Housing Corporation" for City-owned and operated affordable housing.	**SP**
❑ Intergenerational Housing	Explore intergenerational housing options to improve access to housing and social inclusion across generations, including developing partnerships and piloting a project matching seniors with extra bedrooms with eligible lodgers.	**SP**
❑ Small Scale Housing Ambassador Position	Create a small-scale housing ambassador position to guide homeowners through the Secondary and Garden Suite process from planning to occupancy.	**SP**
❑ Temporary Modular Housing on City Land	Explore the use of city-owned sites for temporary modular housing and streamline development processes so they can be operational as soon as possible.	
❑ Housing Champions	Consider developing a team to promote informed awareness and acceptance of affordable housing projects and housing/social initiatives in the community.	
❑ Public Housing Talk Series	Launch a free quarterly educational series open to the public on housing issues and innovative housing solutions.	
❑ External Funding Opportunities for Housing Initiatives	Explore opportunities and develop a plan for applying for grants to fund City and community housing initiatives, including acquire land for affordable housing.	
❑ Garden Suite Design Competition	Launch a garden suite design competition. Winners of the competition could see their plans utilized as pre-approved plan options for potential garden suite developers.	

PART FIVE: MEASURABLE OUTCOMES

Part Five: Measurable Outcomes

OVERVIEW

This section provides a framework for monitoring success by measuring outcomes achieved by actions in the Victoria Housing Strategy Phase Two: 2019 to 2022, as well as the City's high-level housing affordability objectives. This framework, which involves monitoring, reporting and adjustments, will enable the City to understand the relative success of each action as they're implemented, as well as how their impacts can be improved by continued refinement over time.

MEASUREABLE OUTCOMES

The measurable outcomes identify a data source with a desired directionality (e.g. increase, decrease) as well as the frequency and output in which progress is measured and reported. The outcomes are organized by the Housing Strategy's five categories, which are: Focus on Renters; Increase Supply; Housing Choice; Track and Improve; and New Ideas. The list includes existing indicators that are currently tracked by the City and reported on in documents such as the Annual Housing Report or OCP Annual Review, as well as new measurable outcomes proposed to measure the achievement of actions in both the Housing Strategy Phase Two: 2019 to 2022 and the City's Strategic Plan 2019-2022. Measurable outcomes that align with the Strategic Plan are indicated by an asterisk (*) in the tables below.

MONITORING REPORTS

The Annual Housing Report will be used to monitor the majority of the outcomes identified by the Strategy, and will include key findings that summarize the trends, issues and success of the Strategy's measurable outcomes. Additionally, each measurable outcome included below will be reviewed annually to assess feasibility of continued inclusion and whether they should be adjusted or removed. There are some outcomes that will be reported out as needed in quarterly reports, and during policy review, in which the assessment of the action will be reported directly to Council for consideration. Additionally, a five-year review of the Housing Strategy will be completed in 2022, to assess the levels of success in achieving the measurable outcomes and targets identified below.

Category One: Focus on Renters

Improve affordability, stability, and choice for renters in the City of Victoria

Action or Objective	Outcome A	Outcome B	Reporting Schedule	Output
Renter Demographics	Monitor proportion of renter households in the City of Victoria (Statistics Canada, Census)	Decrease in total number of renter households in core housing need (Statistics Canada, Census)	Annual and updated 5 years	Annual Housing Report
Renter Affordability & Access	Decrease affordability gap for renters in the City (Median renter household incomes, compared to CMHC average market rents for 1 and 2 bedroom units)	Increase Total Rental Universe & Decrease Vacancy Rates in the City of Victoria, CMHC Rental Market Report*	Annual	Annual Housing Report
Develop a Secured Market Rental Policy	Increase total annual number of building permits issued for new purpose built market rental housing units	Increase Total Rental Universe & Decrease in Vacancy Rates in the City of Victoria, CMHC Rental Market Report*	Annual	Annual Housing Report
Tenant Ambassador Position	Monitor total number of Tenant Assistance Plans (TAPs) submitted, Total number approved or declined	Monitor total number of vacant units; tenants involved and relocated; and % difference in unit sizes and rents according to TAP forms and final reports	Annual	Tenant Assistance Policy Reviews
Short Term Rental Policy Review	Monitor total number of active STR listings; increase number of licenced STRs citywide, including principal and non principal residences Monitor fines issued	Monitor total licences issued in City annually, and total monetary value of licences. Monitor number and value of fines issued and collected.	Annual	Policy Review and Quarterly Reports

Category Two: Increase Supply

Encourage new housing supply for all Victorians.

Action or Objective	Indicator A	Indicator B	Reporting Schedule	Output
Housing Affordability	Decrease in number of people spending more than 30% of income on housing*	Decrease in number of households in Core Housing Need in Victoria	Annual	Annual Housing Report
Rates of Homelessness	Decrease in homelessness (Point-in-Time Count numbers go down)*	Monitor rates of unique individuals using Emergency Shelters, Coalition to End Homelessness	Indicator A: Biennial Indicator B: Annual	Point in time Count and OCP Annual Review
New Housing Supply	Monitor new housing units in growth target areas	Monitor City's annual share of region's new housing unit supply	Annual	OCP Annual Review
City-owned Sites for Affordable Housing	Increase total number of units and developments with residential use on municipal land; include temporary and permanent units	N/A	Annual	Annual Housing Report
Rental Suite Grant Program	Increase total number of garden suites and accessible secondary suites supported by grants and total value of grants administered	Total number of building permits issued for garden suites and accessible secondary suites citywide	Annual	Annual Housing Report
Update and Expand Secondary Suite Policy	Increase total number of building permits issued for secondary suites citywide	Monitor estimated number of secondary suites in the City of Victoria; BC Assessment Data	Annual	Annual Housing Report
Expand House Conversion Eligibility	Increase total number of building permits issued for house conversions citywide	N/A	Annual	Annual Housing Report
Support faith-based, charitable, and	Increase total number of building permits issued for affordable	N/A	Annual	Annual Housing Report

non-profit housing developers	housing units citywide per year			

Category Three: Housing Choice

Encourage a range of housing choice for all Victoria residents.

Action or Objective	Indicator A	Indicator B	Reporting Schedule	Output
Neighbourhoods are diverse, accessible and affordable across all ages, incomes and abilities	Define Criteria and Targets for "diversity, accessibility, affordability"	Monitor the number of building permits issued by neighbourhood for new units, according to the City's Housing Targets and Affordability Targets	Annual	Annual Housing Report
Affordable Homeownership	Increase in percentage of Victoria residents who own their own homes*	Increase number of affordable homeownership units approved; Average discount (percentage below market) in prices and household incomes served	Annual	Annual Housing Report
Develop a Family Housing Policy	Increase number of 2 and 3 bedroom units in new developments	Increase proportion of households in family formation years in the City (30 to 50 years old); Increased proportion of households with children	A: Annual B: Census Data Releases (5 years)	Annual Housing Report
Tiny Homes	Create Tiny Home Regulations, Policy & Guidelines	Increase number of permits or licences issued for tiny homes citywide	Annual	Annual Housing Report
Missing Middle Housing & Missing Middle Zoning Amendments	Increase total number of building permits issued for new ground-oriented housing forms citywide (including townhouses, houseplexes, duplexes, row houses and suites); create and measure	Increase the proportion of new ground-oriented housing forms in each neighbourhood (including townhouses, houseplexes, duplexes, row houses and suites) with the aim to	Annual	Annual Housing Report

	against new targets based on growth projections	quadruple the number of 'missing middle' housing units*		
Co-op, Co-housing, and Land Trusts	Increase total number of co-operative and co-housing units and developments in the City of Victoria, Co-op Housing Federation of BC)*	Increase total number of community land trusts in the City of Victoria	Annual	Annual Housing Report
Garden Suite Policy Amendments	Increase number of garden suites constructed and approved citywide and by neighbourhood	Survey with tenant, owners and builder of garden suites on barriers, costs, benefits and policy or process improvements	Annual	Annual Housing Report and Policy Update as needed

Category Four: Track and Improve

Encourage a range of housing options for all Victoria residents.

Action or Objective	Indicator A	Indicator B	Reporting Schedule	Output
Monitor Affordable Housing Development	Increase total number building permits issued or development approvals for affordable housing units citywide and by neighbourhood	Monitor the number of building permits issued for new units, according to the City's Housing Unit Targets and Affordability Targets	Annually and 5 years	Annual Housing Report & Housing Strategy Update
Rental Replacement Policy	Monitor total number of demolitions of rental housing units citywide	Monitor total number of net rental units lost through demolition	Annual	Policy Review & Victoria Housing Report
Review and Optimize Housing Funding	Monitor total number of units supported by grant awards and level of affordability achieved	Monitor five year average of affordability levels of units supported by housing grants	Annual	Annual Housing Report

Inclusionary Housing and Community Amenity Policy Review	Increase number of inclusionary housing units approved, tenure and level of affordability	Monitor total amount of cash-in-lieu contributions committed through rezoning approvals and collected at building permit issuance; track allocations to municipal reserve funds	Annual	Policy Review and Annual Housing Report
Victoria is seen as development friendly	Meet Application Turnaround Times – REZ, DP, DVP, DPV, HAP (75% Target)	Victoria accommodates 12,900 households by 2038	Indicator A: Monthly Indicator B: 5 years	Sustainable Planning and Community Development Consolidated Monthly Reporting

Category Five: New Ideas

Try bold ideas to achieve new results.

Action or Objective	Indicator A	Reporting Schedule	Output
Intergenerational Housing	Monitor number of tenant placements if pilot program is created	Annual or as needed	Pilot Program Review
Small Scale Housing Ambassador Position	Increase total number of building permits issued for garden suites and secondary suites	Annual	Annual Housing Report
Temporary Modular Housing on City Land	Increase number of building permits issued for temporary modular housing units on municipally owned or other sites city-wide	Annual	Annual Housing Report
Emergent Issues	This indicator provides an opportunity to record emerging trends, issues, or new information that may have an impact on the implementation and success of the Housing Strategy, and new actions proposed since adoption	Annual	Quarterly Report & Housing Strategy Review

CITY OF VICTORIA

Committee of the Whole Report
For the Meeting of July 11, 2019

To:	Committee of the Whole	**Date:**	July 2, 2019
From:	Chris Coates, City Clerk		
Subject:	Business Improvement Area – Alternative Approval Process Results		

RECOMMENDATION

That Council direct staff to forward Business Improvement Area Bylaw, 2019, Bylaw No. 19-045 to the July 11, 2019 council meeting for consideration of adoption.

EXECUTIVE SUMMARY

The purpose of this report is to advise council of the results of the Alternative Approval Process undertaken on the proposed renewal of the Business Improvement Area managed by the Downtown Victoria Business Association.

The staff report to Committee of the Whole dated March 18, 2019 attached as Appendix A provides details on the proposed renewal. A subsequent report dated April 25, 2019, attached as Appendix B, noted an amendment requested by the DVBA to enable them to borrow funds. Council approved the revision to the Bylaw and the Alternative Approval process was undertaken on the proposed Bylaw as revised, attached as Appendix C.

The Community Charter prescribes the process that Council must follow in establishing or renewing a BIA as a local service through a Council initiative. This process requires that proposed DVBIA ratepayers be given an opportunity to petition against Bylaw No. 19-045 before Council may adopt the bylaw.

The owners of the 776 properties in the Business Improvement Area had thirty days up to June 25, 2019 to petition the City opposing Bylaw No. 19-045. To be sufficient the petition must be signed by owners of at least 50% of the parcels that would be subject to the local service tax that represent at least 50% of the assessed value of the parcels within the local service area. Petitions against the initiative were submitted by 15 of the 776 properties (2.1% of the total) representing $72,438,400 of the total assessment base of $1,710,147,040 (4.2% of the total). Attached as Appendix D is the certified notice of the insufficiency of the petition against the business improvement area.

Council may now consider adoption of the Bylaw as a sufficient petition against was not received.

Respectfully submitted

Chris Coates
City Clerk

Susanne Thompson
Deputy City Manager/CFO

Report accepted and recommended by the City Manager: Jocelyn Jenkyns

Date: July 3, 2019

List of Attachments

Appendix A - March 18, 2109 Staff Report
Appendix B - April 25, 2019 Staff Report
Appendix C - Business Improvement Area Bylaw, 2019, Bylaw No. 19-045
Appendix D – Petition Insufficiency Certification

CITY OF VICTORIA

Committee of the Whole Report

For the Meeting of March 28, 2019

To:	Council	**Date:**	March 18, 2019
From:	Chris Coates, City Clerk		
Subject:	Downtown Victoria Business Association – Business Improvement Area Renewal Request.		

RECOMMENDATION

That Council direct staff to:

1. Proceed on the Council Initiative basis, with the Alternate Approval Process for the Business improvement Area.
2. Report back with results of the counter petition process, and if assent is achieved present the BIA Bylaw for introductory readings.

EXECUTIVE SUMMARY

Since 2005, the Downtown Victoria Business Association (DVBA) has managed a Business Improvement Area under, the provisions of the *Community Charter*. Legislation enables a local government to enact by bylaw, with the consent of a majority of property owners, a Business Improvement Area (BIA) establishing a local area service (specified area) tax to raise funds to pay for a business promotion program and to direct those funds to an organization undertaking the activities.

Attached as Appendix A is correspondence from the DVBA requesting that Council approve moving forward with a five year renewal of the Business Improvement Area (BIA) taxation regime. The current authority was established under the Business Improvement Area Bylaw for the years 2015-2019, attached as Appendix B, that was adopted for a five year term for 2015 through 2019. This Bylaw generated the tax revenue, collected by the City and provided to the DVBA for the business promotion activities authorized by the property owners.

The DVBA has requested that as in past years, the City initiate the alternative approval process by Council Initiative. DVBA proposes to retain the same properties in the BIA as in past years. The properties total XX with a total current taxable assessed value assessed value of YYYY. In the Council Initiative approach, the proposed tax levy is subject to a counter petition process. In order for assent to be achieved at least 50% of the owners with at least 50% of the total assessment must consent. Consent is achieved unless the majority "petition" against the proposed tax. The alternative is a Petition Process for the BIA which would be lead by DVBA. The same type of majority (at least 50% of the owners with at least 50% of taxable assessment) must pro-actively petition for the BIA.

As their correspondence notes, there is a degree of time sensitivity around the interest of DVBA to effect a significant purchase of lighting for the 2019 winter season. Security of the income through the taxation authority of the BIA is important to moving forward. While the requested timelines are challenging, there is an ability to move this forward with relatively minor impacts on existing work in Q2.

Should Council authorize the process to move forward, staff would report back upon completion with the results, and seek direction to proceed should assent be achieved.

PURPOSE

The purpose of this report is to seek Council's approval to proceed with an Alternative Approval Process for a five year renewal of the Business Improvement Area managed by the Downtown Victoria Business Association.

BACKGROUND

The *Community Charter* establishes the authority to create and fund a Business Improvement Area. (BIA). A BIA is a local area service (specified area) from which a special tax is levied against the specific properties designated, and used to fund a business improvement service area and/or business promotion scheme. The Downtown Victoria Business Association provides the services to the Business Improvement Area that was originally established by bylaw in 2005. The funding generated from these specific properties is provided to the DVBA to fund the services and programs outlined in their correspondence attached as Appendix A. The existing 5 year term of the BIA expires December 31, 2019 in accordance with the establishing Bylaw which is attached as Appendix B.

As noted in their correspondence, the DVBA is seeking approval to expedite the renewal process in order to secure funding for winter lighting for this winter. In order to facilitate the acquisition of the lighting, they require authority for the renewal by the late spring of this year to meet the timelines.

There are two process options, both of which require the consent of a majority of the owners who own a majority of the taxable assessed values of the properties. These options are Council Initiative or Land Owner Petition, which are highlighted in this Report. Each of the previous terms were established by way of the Council Initiative process.

ISSUES & ANALYSIS

Council's is being asked to consider whether the process should move forward and if so under which assent methodology.

The DVBA is proposing a 2.5 percent increase in each of the five years starting at an annual levy of $1,103,804 in 2020 to $1,218,392 in 2024. The cost per $100,000 of taxable assessed value would be $1,103.80. There is no change proposed to the properties involved in the BIA.

As the DVBA correspondence indicates, there appears to be a history of strong support from the property owners for the BIA and the taxation collected to fund it. In terms of the process, the City's role in the renewal is on the technical side, adjudicating the process and in the event of the Council initiative assent method, sending out the notices of the proposed levy and providing information as to how to object.

In relation to informing property owners about the marketing scheme and other services, the DVBA would take on any promotion or information sessions in connection with the renewal. The City's responses would be more limited to any technical enquiries and specific taxation information.

OPTIONS AND IMPACTS

As noted there are two ways to obtain "assent", by way of an Alternative Approval Process from affected property owners. The following options are represented for Council's consideration:

Option 1 – Proceed on Council Initiative *(Recommended)*

This option would see the City mailing notice of the proposed renewal to all affected property owners in the local area service. A minimum of thirty days must be provided for the opportunity to oppose. In order to halt the imposition of the BIA levy, at least 50% of the owners with at least 50% of the taxable assessment must formally register their objection. Once the counter petition process is complete staff would report back to Council seeking direction to introduce the required bylaw if assent is achieved. Draft of the new Bylaw is attached as Appendix C

This would delay the Report back on the Cannabis Consumption Pilot by up to 30 days to mid Q2 late April/mid May) and the Fencing Regulations for Deer Management to early Q3.

Option 2 – Proceed on Land Owner Petition for Service

This option would necessitate a majority of the land owners with a majority of the taxable assessed value to petition Council to impose the local area service. The petition would be verified upon receipt of the majority petition. There is minimal staff time involved in this method but given the nature of the process it appears somewhat unrealistic to proceed in that method.

Option 3 - Decline Proceeding

There is a history of success with this program and a high degree of support in the past. Property owners have the ability to object and Council to make a subsequent decision informed by the degree of support or objection to the proposal. These issues support moving forward with the assent process.

2019-2022 Strategic Plan

The renewal of the BIA is consistent with overarching goals of the **Strategic Plan Object 4: Prosperity and Economic Inclusion**, and in particular is related to the 2019 action item:

"Work with the Downtown Victoria Business Association to develop a Downtown Retail Strategy"

Impacts on Financial Plan

There are no specific impacts on the Financial Plan for the renewal of the BIA as the funding comes directly from the local area service tax levy and is managed, and can be implemented with existing staff resources.

Accessibility Impact Statement

The funds collected through the local area service levy would be managed by an external organization for marketing and promotion purposes. There are no accessibility impacts relative to the City's role in this process.

CONCLUSIONS

The success of the BIA since 2005 could reasonably be measured by the degree of support for the tax levy over the last 15 years. The opportunity for property owners to object, provides Council with insight into the degree of support that exists for the renewal and would be provided to Council in a report back once the assent process is complete.

Respectfully submitted,

Chris Coates
City Clerk

Susanne Thompson
Deputy City Manager/Chief Financial Officer

Report accepted and recommended by the City Manager: _____

Date: _____

List of Attachments

Attachment A – DVBA Correspondence
Attachment B – 2015-2019 BIA Bylaw
Attachment C – Draft 2020-2024 BIA Bylaw

CITY OF VICTORIA

Committee of the Whole Report

For the Meeting of May 2, 2019

To:	Committee of the Whole	**Date:**	April 25, 2019
From:	Chris Coates, City Clerk		
Subject:	Downtown Victoria Business Association – Business Improvement Area Renewal Bylaw Revision		

RECOMMENDATION

That Council forward the following motions to the daytime Council meeting of May 2, 2019:

1. Rescind third reading to Business Improvement Area Bylaw No. 19-045
2. Approve the amendment to the Business Improvement Bylaw to permit borrowing specifically for the seasonal animation project with repayment to take place within the five- year term of the Bylaw.
3. Give third reading to amended Business Improvement Area Bylaw No. 19-045

EXECUTIVE SUMMARY

At the March 28, 2019, Council received the report attached as Appendix A regarding the renewal of the Business Improvement Area (BIA), and approved proceeding with notification to owners of the proposed renewal. Subsequently, Council gave three readings to Business Improvement Area Bylaw No. 19-045 on April 11, 2019. Just prior to sending the required notifications of the proposed Bylaw, the DVBA became aware of a limitation on borrowing in section 5 (1)(i) in the proposed Bylaw that would impact their ability to borrow funds to undertake the seasonal animation project that is part of the overall business promotion scheme. This provision has been part of each BIA Bylaw over the 15-year existence of the BIA and is noted below for convenience.

Section 5(i)

the DVBA must not carry out any borrowing, that results in an indebtedness or other obligation as to money granted to it by Council under this Bylaw, extending beyond the fiscal year in which that money was granted;

Staff have not proceeded with the notifications because of the DVBA's concern. DVBA has requested an amendment to the Bylaw that would enable them to borrow the funds required. The attached Bylaw includes a new section 5 (2) as follows:

"Notwithstanding section 5(1)(i), the DVBA may borrow up to $1,000,000 to be repaid before December 31, 2024 to fund a seasonal activation project."

A copy of the full Bylaw with the proposed revision included in yellow highlight is attached as Appendix B. The proposed provision has been reviewed by the DVBA and considered to be acceptable to enable them to undertake the borrowing necessary for the project. Tying the duration of the borrowing

to the security of the funding authorized in the Bylaw provides some security for the financing that would not exist outside the term of the proposed Bylaw.

The notification process takes more than thirty days. To meet the time sensitivity around the acquisition of the equipment for the project to implement this winter, Council may wish to consider advancing the proposed amendment to the bylaw could be made at the daytime council meeting following the Committee of the Whole meeting.

Respectfully submitted,

Chris Coates
City Clerk

Susanne Thompson
Deputy City Manager/Chief Financial Officer

Report accepted and recommended by the City Manager: Jocelyn Jenkins

Date: April 26, 2019

List of Attachments

Attachment A – March 28, 2019 Committee of the Whole Report
Attachment B – BIA Bylaw 19-045 ((with amendment included)

NO. 19-045

BUSINESS IMPROVEMENT AREA BYLAW, 2019

A BYLAW OF THE CITY OF VICTORIA

The purpose of this Bylaw is to establish a Downtown Victoria Business Improvement Area and Service, and to levy taxes and grant money for that purpose.

Contents

1 Title
2 Definitions
3 Designation of Business Improvement Area
4 Grant of money for Business Improvement Area service
5 Conditions on use of grants
6 Tax levy for recovery of grants
7 Period during which Bylaw has effect

Under its statutory powers, including sections 210, 211, 213, 215, and 216 of the *Community Charter* and B.C. Regulation 438/81, the Prescribed Classes of Property Regulation under the *Assessment Act*, the Municipal Council of the City of Victoria enacts the following provisions:

Title

1 This Bylaw may be cited as the "BUSINESS IMPROVEMENT AREA BYLAW, 2019", Bylaw No. 19-045

Definitions

2 In this Bylaw,

"BIA"

means the business area designated as the Downtown Victoria Business Improvement Area under section 3;

"business area"

means an area in the City of Victoria where business or commerce is carried on;

"business promotion scheme"

means:

(a) carrying out studies or making reports respecting the BIA,

(b) the improving, beautifying, or maintaining streets, sidewalks, or municipally owned land, buildings, or structures in the BIA,

(c) removing graffiti from buildings and other structures in the BIA,

(d) conserving heritage property in the BIA, and

(e) encouraging business in the BIA.

"Director"

means the City's Director of Finance;

"Downtown Victoria Business Improvement Area Service"

means the local service established under section 4(1), the purpose of which is to authorize the provision of grants under section 4(2);

"DVBA"

means the Downtown Victoria Business Association;

"taxable property"

means land and improvements within the Business Improvement Area that are classified as Class 5 *[light industry]* or 6 *[business and other]* property class, under the Prescribed Classes of Property Regulation under the *Assessment Act*.

Designation of Business Improvement Area

3 That part of the City that is shown as "Business Improvement Area" on the map in Schedule A is designated as a BIA to be known as the Downtown Victoria Business Improvement Area.

Grant of money for Business Improvement Area Service

4 (1) The Downtown Victoria Business Improvement Area Service is established.

(2) The Council may grant up to a total amount of $5,801,956 to the DVBA in accordance with the following maximum grants for the years indicated during the operation of this Bylaw:

(a) $1,103,804 for the year 2020;

(b) $1,131,399 for the year 2021;

(c) $1,159,684 for the year 2022;

(d) $1,188,676 for the year 2023;

(e) $1,218,393 for the year 2024.

(3) For the purposes of subsection (1), the Director may pay to the DVBA before July 10 in each of the years 2020 to 2024, the amount imposed and collected in each year under a bylaw for that purpose.

Conditions on use of grants

5 (1) All money granted under section 4 is subject to the following conditions:

(a) the DVBA must have as one of its aims, functions or purposes the planning and implementation of a business promotion scheme;

(b) the money must be expended only by the DVBA;

(c) the money must be expended by DVBA only for a business promotion scheme;

(d) before October 31 in each year the DVBA must submit a budget

(i) to the Director for approval by the Council,

(ii) based on a fiscal year beginning on January 1,

(iii) containing information sufficient in detail to describe all anticipated expenses and revenues,

(iv) approved by a majority of the members of its Board of Directors, and

(v) if not then approved by the DVBA Society members, that will be submitted for approval by the DVBA Society's members, who are qualified under paragraph (l), at the DVBA's next annual general meeting;

(e) as an exception to subsection (d), a budget for the year 2005 must be submitted to the City within thirty days of the adoption of this Bylaw, and a final budget must be submitted to the City within 120 days of adoption of this Bylaw;

(f) the Director must not make the money available to the DVBA until Council has approved the DVBA's budget;

(g) at intervals not exceeding 3 months following approval of the DVBA's budget by Council, the DVBA must submit to the Director the DVBA's statements of revenues and expenditures;

(h) on or before March 31 of every year, the DVBA, at its own expense, must cause its auditor to prepare and deliver to the Director audited financial statements of the DVBA, including a balance sheet, a statement of revenue and expenditures, a statement of change in financial position, and a schedule of change in financial reserves;

(i) the DVBA must not carry out any borrowing, that results in an indebtedness or other obligation as to money granted to it by Council under this Bylaw, extending beyond the fiscal year in which that money was granted;

(j) the DVBA's directors must permit the Director, or the Director's representative, to inspect, during normal business hours on reasonable notice, all of the DVBA's records of account, receipts, invoices, and other financial position records that the Director considers to be advisable for the purposes of verifying and obtaining further particulars of the budgets and any financial statements of the DVBA as they relate to money granted to the DVBA under this Bylaw;

(k) if not required for the DVBA's immediate use, money granted to the DVBA must be invested only in securities in which trustees are authorized by law to invest;

(l) the DVBA must keep separate from any other accounts the account or accounts used for money granted by the City of Victoria under this Bylaw;

(m) at all times the DVBA must take out and maintain a policy of comprehensive general liability insurance in the amount of $2,000,000.00 that names the City as an additional insured, that contains a cross coverage provision, and that contains an endorsement to provide the Director with 30 days notice of change or cancellation;

(n) the DVBA must give at least 14 days notice if delivered by hand or facsimile, or 21 days notice if delivered by other means, of each of its general meetings to all of the following persons:

(i) the Director;

(ii) all persons who own property described in Schedule B, delivered to their address ascertained from the most recent property tax roll of the City;

(iii) all persons who lease or occupy property described in Schedule B, and from which they carry on a business, to their address as determined by directories, visual inspection, or any other information system agreed to by the Director;

(o) the DVBA must give to the Director, not less than 7 days before the date scheduled for a general meeting of the DVBA, a declaration stating that all persons eligible to be DVBA members were notified of the general meeting;

(p) 15 members constitute a quorum for general meetings of the DVBA;

(q) the DVBA's board of directors must be comprised of property owners and business owners who are eligible to be members of the DVBA, as well as one director appointed by the City of Victoria;

(r) the DVBA must provide to the Director copies of the minutes of the DVBA's general meetings and director's meetings within 30 days from the date of each of the meetings;

(s) the DVBA must not alter or approve amendments to its constitution or bylaws without providing the Director with

(i) 2 months notice of the DVBA's intention to do that, and

(ii) the substance of the proposed alteration or amendment;

(t) the City may withhold any payments of a grant if notice is not given under paragraph (s);

(u) the DVBA must not charge an annual membership fee of more than $5.00;

(v) any grant money received by the DVBA under this Bylaw that remains unspent at the earlier of the expiry of this Bylaw, or the dissolution of the DVBA, must be returned to the City of Victoria after the payment of any debts lawfully incurred by the DVBA in relation to a business promotion scheme, and the constitution and bylaws of the DVBA must provide for the return of the grant money to the City in those circumstances.

(2) Notwithstanding section 5(1)(i), the DVBA may borrow up to $1,000,000 to be repaid within the existing timeframe of this bylaw to fund a seasonal activation project."

Tax levy for recovery of grants

6 (1) The total amount of the grants set out in section 4 must be recovered by the City by the imposition of a tax on all taxable property, at the rate of $0.40 per $1,000.00 of assessed value of land and improvements for taxable property that is a hotel or part of a hotel, and $0.80 per $1,000.00 of assessed value of land and improvements for all other taxable property.

(2) For the purposes of subsection (1) and section 4(2)(a), for the year 2005 a tax is imposed on each of the taxable properties described in Schedule B, attached to and forming part of this Bylaw, in the amount shown opposite each such property in Schedule B.

(3) For the purposes of subsection (1) and section 4, in the years 2006 to 2009, taxes in the amounts that will recover the amounts set out in sections 4(2)(b) to (e), respectively, must be imposed by bylaw in each of those years, provided that such taxes must not exceed the rates established under subsection (1).

(4) The taxes must be included in the City's real property tax roll for the years indicated below, and is payable to, and collected by the City's Collector in the same manner as other rates shown on the real property tax roll.

Period during which Bylaw has effect

7 (1) Sections 1 to 6 come into effect on the later of the following dates:

(a) January 1, 2020;

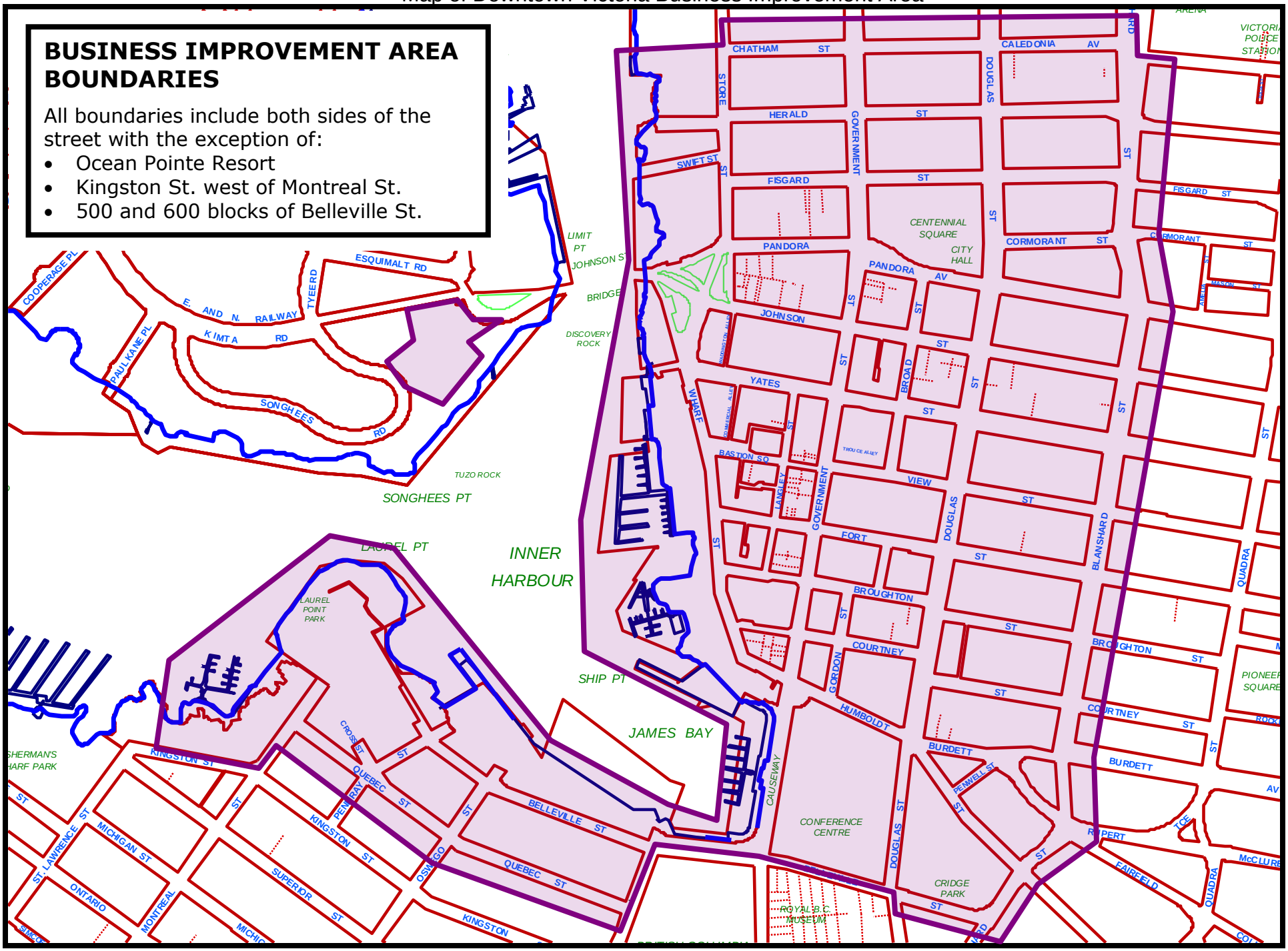
(b) the date that this Bylaw is adopted.

(2) This Bylaw expires and has no effect after the year 2024

READ A FIRST TIME the	**11th**	day of	**April**	2019.
READ A SECOND TIME the	**11th**	day of	**April**	2019.
READ A THIRD TIME the	**11th**	day of	**April**	2019.
RESCIND THIRD READING the	**2nd**	day of	**May**	2019.
AMENDED the	**2nd**	day of	**May**	2019.
READ A THIRD TIME on the	**2nd**	day of	**May**	2019.
ADOPTED on the		day of		2019.

CITY CLERK MAYOR

Schedule A
Map of Downtown Victoria Business Improvement Area



Schedule B - Bylaw No. 19-045

Folio Number		Property Location	Legal Description
01001154	A	777 BLANSHARD ST	LOT 1, SECTION 88, VICTORIA, VIS7062
01001155	B	777 BLANSHARD ST	LOT 2, SECTION 88, VICTORIA, VIS7062
01001156	101	777 BLANSHARD ST	LOT 3, SECTION 88, VICTORIA, VIS7062
01001157	102	777 BLANSHARD ST	LOT 4, SECTION 88, VICTORIA, VIS7062
01001158	103	777 BLANSHARD ST	LOT 5, SECTION 88, VICTORIA, VIS7062
01001159	104	777 BLANSHARD ST	LOT 6, SECTION 88, VICTORIA, VIS7062
01001160	105	777 BLANSHARD ST	LOT 7, SECTION 88, VICTORIA, VIS7062
			LOT 279 & LOT 280 VICTORIA, EXCEPT THE N 8 FT THEREOF
01004001		1019 BLANSHARD ST	NOW FORMING PART OF FORT ST
01004023		1009 BLANSHARD ST	THE NORTHERLY 30 FEET OF LOT 261, VICTORIA, CITY
01004024		804 BROUGHTON ST	LOT 1 OF LOTS 261 & 262, VICTORIA, PLAN 31711
01005023		1107 BLANSHARD ST	LOT 281, VICTORIA CITY
01005024		1115 BLANSHARD ST	PARCEL A (DD 189158I) OF LOTS 302 & 303, VICTORIA
01005162		1125 BLANSHARD ST	LOT A PLAN VIP73975 VICTORIA
01006001		812 VIEW ST	LOT 1, OF LOTS 304, 305, 326, & 327, VICTORIA, PLAN 27731
			LOT 1 OF LOTS 368, 370-372, 383-387, VICTORIA, VIP65118
01007019		826 YATES ST	EXCEPT PART IN PLAN VIP83639
01007021		1321 BLANSHARD ST	LOT A OF LOTS 368-370, 385-387 VICTORIA, VIP83640
01008025		800 JOHNSON ST	LOT 1 OF LOTS 388, 389, 390 & 432, VICTORIA, PLAN 49562
01008028	1	834 JOHNSON ST	LOT 1 OF LOTS 392 AND 393, VICTORIA, EPS522
01008029	2	834 JOHNSON ST	LOT 2 OF LOTS 392 AND 393, VICTORIA, EPS522
01008030	3	834 JOHNSON ST	LOT 3 OF LOTS 392 AND 393, VICTORIA, EPS522
01015001		1961 DOUGLAS ST	LOT A OF LOTS 736, 747, 748, 749 & 751, VICTORIA, PLAN 24557
01015006		752 CALEDONIA AVE	THE S 72 FT OF LOT 740, VICTORIA
01015007		746 CALEDONIA AVE	LOT 739 VICTORIA
01015011		710 CALEDONIA AVE	LOT 1 PLAN 23509 VICTORIA
01015013		734 CALEDONIA AVE	LOT 1 OF LOTS 737 & 738, VICTORIA, VIS5569
01015014		736 CALEDONIA AVE	LOT 2 OF LOTS 737 & 738, VICTORIA, VIS5569
01015015		738 CALEDONIA AVE	LOT 3 OF LOTS 737 & 738, VICTORIA, VIS5569
01015016		732 CALEDONIA AVE	LOT 4 OF LOTS 737 & 738, VICTORIA, VIS5569
01016002		1819 DOUGLAS ST	LOT A OF LOTS 730 AND 731 VICTORIA EPP62664
01016013		1813 DOUGLAS ST	THE SOUTH 1/2 OF LOT 730 & 731, VICTORIA
01016025		1803 DOUGLAS ST	LOT A OF LOTS 712-716, 723-729, VICTORIA,VIP86828
01016028		755 CALEDONIA AVE	LOT 1 OF LOTS 714 715 716 726 727 728 AND 729 VICTORIA EPP77385
01016029		785 CALEDONIA AVE	LOT 2 OF LOTS 723 724 725 AND 726 VICTORIA EPP77385

Schedule B - Bylaw No. 19-045

Folio Number	Property Location	Legal Description
01017001	1700 BLANSHARD ST	REMAINDER OF LOT A, OF LOTS 699 TO 700 INCLUSIVE, AND OF LOTS 703 TO 707 INCLUSIVE, VICTORIA, PLAN 13333
01017004	780 FISGARD ST	LOT 2 EPP3862 EXCEPT PART IN EPP38768
01017200	777 HERALD ST	LOT 1 VICTORIA EPP80079
01018010	741 FISGARD ST	LOT 684 & LOT 683, VICTORIA, EXCEPT PART SHOWN COLOURED RED ON PLAN 316 BL, THE E 1/2 OF LOT 685 AND THE W 1/2 OF LOT 685, VICTORIA
01018016	722 CORMORANT ST	LOT 674 VICTORIA
01018017	1601 DOUGLAS ST	THE S 90 FT OF LTS 672 & 673 VICTORIA
01018022	101 770 CORMORANT ST	LOT 1 OF LOTS 678, 679 & 680, VICTORIA, VIS1190
01018074	727 FISGARD ST	LOT A PLAN VIP53962 VICTORIA
01018075	1675 DOUGLAS ST	LOT A OF LOTS 672, 673, 689, 690 & 691, VICTORIA, PLAN 54550
01018076	719 FISGARD ST	LOT 1 OF LOTS 687 AND 688, VICTORIA, PLAN 76202
01019008	1520 BLANSHARD ST	LOT B OF LOT 1257, VICTORIA, VIP60943
01019009	1515 DOUGLAS ST	LOT 1 OF LOT 1247, 1248 AND 1257 VICTORIA EPP27886
01020003	723 PANDORA AVE	LOT 157, VICTORIA
01020004	735 PANDORA AVE	LOT 156 VICTORIA
01020008	769 PANDORA AVE	LOT 151, VICTORIA CITY
01020009	785 PANDORA AVE	LOT 150 VICTORIA
01020010	791 PANDORA AVE	LOT 149 VICTORIA
01020012	726 JOHNSON ST	LEASED PART OF LOT 2 OF LOTS 143-146, VICTORIA, VIP69294
01020013	722 JOHNSON ST	LOT 142 VICTORIA
01020014	716 JOHNSON ST	LOT 141
01020015	1405 DOUGLAS ST	LOT 1 OF LOTS 139 & 140, VICTORIA, PLAN 21972
01020017	1483 DOUGLAS ST	LOT A PL 38222 VICTORIA
01020021	1410 BLANSHARD ST	LOT 1 OF LOTS 147 & 148, VICTORIA, VIS6683
01020022	1406 BLANSHARD ST	LOT 2 OF LOTS 147 & 148, VICTORIA, VIS6683
01020023	780 JOHNSON ST	LOT 3 OF LOTS 147 & 148, VICTORIA, VIS6683
01021001	1313 DOUGLAS ST	LOT 20 EXCEPT PARCEL B (DD 35690I) THEREOF AND LOT 37, VICTORIA
01021002	705 JOHNSON ST	LOT 36,THE WESTERLY 8 1/2 INCHES OF LOT 35, VICTORIA
01021004	721 JOHNSON ST	LOT 34, VICTORIA CITY
01021005	727 JOHNSON ST	LOT 33 VICTORIA
01021006	731 JOHNSON ST	LOT 32 VICTORIA
01021009	1320 BLANSHARD ST	LOT 1 PLAN 11516 VICTORIA

Schedule B - Bylaw No. 19-045

Folio Number	Property Location	Legal Description
01021010	1318 BLANSHARD ST	LOT 2 OF LOT 107, VICTORIA, PLAN 11516
01021011	794 YATES ST	LOT 29 & THE SOUTHERLY 22 FEET OF LOT 107, VICTORIA CITY
01021012	784 YATES ST	THE E 1/2 OF LOT 572, VICTORIA
01021013	760 YATES ST	LOT 1, VICTORIA, PLAN 28532
01021020	702 YATES ST	PARCEL B (DD 35690I) OF LOT 20, VICTORIA
01021023	706 YATES ST	LOT A, VICTORIA, PLAN 46366
01021026	780 YATES ST	LOT 1 PLAN VIP63791 VICTORIA LOTS 30 31 108 AND 572
01021030	726 YATES ST	LOT 1 OF LOTS 23, 24, 25 AND 26 VICTORIA EPS2516
01021031	732 YATES ST	LOT 2 OF LOTS 23, 24, 25 AND 26 VICTORIA EPS2516
01021032	736 YATES ST	LOT 3 OF LOTS 23, 24, 25 AND 26 VICTORIA EPS2516
01021033	740 YATES ST	LOT 4 OF LOTS 23, 24, 25 AND 26 VICTORIA EPS2516
01021034	744 YATES ST	LOT 5 OF LOTS 23, 24, 25 AND 26 VICTORIA EPS2516
01022001	1225 DOUGLAS ST	LOT 1 PLAN 11443 VICTORIA
01022002	709 YATES ST	PARCEL "A" (DD 146507I) OF LOTS 3, 17 & 18, VICTORIA
01022005	727 YATES ST	THE WESTERLY 30 FEET OF LOT 15, VICTORIA, CITY
01022008	749 YATES ST	THE EASTERLY 50 FEET OF LOT 13, VICTORIA, EXCEPT THE EASTERLY 16 FEET 4 INCHES OF SAID LOT
01022009	753 YATES ST	LOT 13 VICTORIA
01022010	759 YATES ST	LOTS 12 & 105 & 106, VICTORIA
01022017	716 VIEW ST	LOT 2, OF 4, VICTORIA, PLAN 22063
01022018	714 VIEW ST	LOT A PL 23702 VICTORIA
01022019	712 VIEW ST	LOT 4 VICTORIA
01022020	708 VIEW ST	THE EASTERLY 40 FEET OF LOT 3, VICTORIA, EXCEPT THE NORTHERLY 7 FEET THEREOF
01022021	1201 DOUGLAS ST	LOT 2 & THE WEST 1/3 OF LOT 3, VICTORIA
01022031	743 YATES ST	LOT A PLAN VIS4308 VICTORIA
01022032	738 VIEW ST	LOT B PLAN VIS4308 VICTORIA
01023001	1175 DOUGLAS ST	LOT A OF LOTS 44, 45, 403 & 410, VICTORIA, PLAN 22117
01023003	749 VIEW ST	LOT 39 VICTORIA
01023004	751 VIEW ST	LOT 38 VICTORIA
01023005	1114 BLANSHARD ST	LOT 61, VICTORIA, CITY
01023006	1106 BLANSHARD ST	LOT 2 OF LOTS 28 & 66, VICTORIA, PLAN 4755
01023007	780 FORT ST	LOT 1 PLAN 4755 VICTORIA
01023008	778 FORT ST	THE W 1/2 OF LOT 28, VICTORIA, EXCEPT THE S 8 FT
01023009	766 FORT ST	LOT 46, VICTORIA, EXCEPT THE S 8 FT

Schedule B - Bylaw No. 19-045

Folio Number		Property Location	Legal Description
01023010		762 FORT ST	LOT 47, VICTORIA, EXCEPT THE SOUTHERLY 8 FEET THEREOF
01023011		754 FORT ST	LOT 48 AND THE E 1/2 OF LOT 49, VICTORIA, EXCEPT THE S 8 FT NOW FORMING PART OF FORT ST
01023012		738 FORT ST	THE WEST 1/2 OF LOT 49, VICTORIA, EXCEPT THE SOUTHERLY 8 FEET THEREOF TAKEN FOR ROAD PURPOSES
01023013		732 FORT ST	SOUTHERLY 8 FEET THEREOF NOW FORMING PART OF FORT STREET
01023014		728 FORT ST	LOT 50 VICTORIA
01023015		724 FORT ST	THE EASTERLY 31.25 FEET OF LOT 51, VICTORIA, EXCEPT THE SOUTHERLY 8 FEET THEREOF
01023016		716 FORT ST	LOT 51, VICTORIA EXCEPT THE EASTERLY 31.25 FEET AND EXCEPT THE SOUTHERLY 8 FEET THEREOF FORMING PART OF FORT ST
01023017		706 FORT ST	LOT 52 VICTORIA
01023018		1125 DOUGLAS ST	LOT 2, DISTRICT LOT 403, VICTORIA CITY, PLAN 7304
01024005		737 FORT ST	LOT 53 VICTORIA
01024009		761 FORT ST	LOT 71 EXCEPT N PT, EAST PT OF LOT 72, VICTORIA
01024011		783 FORT ST	LOT 2 PLAN 8705 VICTORIA
01024012		789 FORT ST	LOT 69, VICTORIA, EXCEPT THE N 8 FT THEREOF NOW FORMING PART OF FORT ST
01024013		1018 BLANSHARD ST	THE NORTH 30 FEET OF LOT 68, VICTORIA
01024014		1002 BLANSHARD ST	THE SOUTHERLY 90 FEET OF LOT 68, VICTORIA CITY
01024015		754 BROUGHTON ST	THE EAST 1/2 OF LOT 67, VICTORIA
01024016		744 BROUGHTON ST	LOT 65 AND THE W 1/2 OF LOT 67, VICTORIA
01024017		740 BROUGHTON ST	THE EASTERLY 50 FEET OF LOT 64, VICTORIA, CITY
01024019		734 BROUGHTON ST	LOT 63, VICTORIA
01024024		747 FORT ST	LOT A OF LOTS 53, 64, 72-74, VICTORIA, PLAN 30593
01024026	BSMT	777 FORT ST	LOT 1 OF LOT 70, VICTORIA, VIS700
01024027	G-FLR	777 FORT ST	LOT 2 OF LOT 70, VICTORIA, VIS700
01024028	2-FLR	777 FORT ST	LOT 3 PLAN VIS700 VICTORIA OF L 70 + INT COM PROP
01024029	3-FLR	777 FORT ST	LOT 4 PLAN VIS700 VICTORIA OF L 70 + INT COM PROP
01024030	4-FLR	777 FORT ST	LOT 5 PLAN VIS700 VICTORIA OF L 70 + INT COM PROP
01024032		731 FORT ST	LOT B, DISTRICT LOTS 53 AND 54, VICTORIA, PLAN 33082
01024034		701 FORT ST	LOT A PLAN 33082 VICTORIA

Schedule B - Bylaw No. 19-045

Folio Number		Property Location	Legal Description
01024035		720 BROUGHTON ST	LOT A PLAN VIP59410 VICTORIA
01024036	101	732 BROUGHTON ST	LOT 1 OF LOT 62, VICTORIA, VIS6827
01024037	201	732 BROUGHTON ST	LOT 2 OF LOT 62, VICTORIA, VIS6827
01024038	301	732 BROUGHTON ST	LOT 3 OF LOT 62, VICTORIA, VIS6827
01025015		905 DOUGLAS ST	LOT A (DD 18381W) OF LOTS 75, 76, 77 AND 94, VICTORIA, PLAN 1061
01025021		933 DOUGLAS ST	LOT A PLAN 36042 VICTORIA
01025022		980 BLANSHARD ST	LOT 1 PLAN 39153 VICTORIA
01025025	A	711 BROUGHTON ST	LOT 1 PLAN VIS4317 VICTORIA OF LOT 93
01025026	B	711 BROUGHTON ST	LOT 2 OF LOT 93, VICTORIA, VIS4317
01025027	C	711 BROUGHTON ST	LOT 3 OF LOT 93, VICTORIA, VIS4317
01025028	D	711 BROUGHTON ST	LOT 4 OF LOT 93, VICTORIA, VIS4317
01025029	E	711 BROUGHTON ST	LOT 5 OF LOT 93, VICTORIA, VIS4317
01025032	H	711 BROUGHTON ST	LOT 8 OF LOT 93, VICTORIA, VIS4317
01026003		727 COURTNEY ST	LOT A VICTORIA EPP85029
01026005		725 COURTNEY ST	LOT 101, VICTORIA
01026006		740 BURDETT AVE	LOT A PLAN 26090 SEC 88 VICTORIA
01026008		850 BLANSHARD ST	LOT A, SECTION 88, VICTORIA, PLAN 26292
01026009		810 BLANSHARD ST	LOT B, SECTION 88, VICTORIA, PLAN 26090
01026010		716 BURDETT AVE	LOT 99 VICTORIA
01026015		739 COURTNEY ST	THE E 30 FT OF LOT 102, VICTORIA
01026016		759 COURTNEY ST	LOT 1, SECTION 88, VICTORIA, PLAN 74954
01026018		809 DOUGLAS ST	LOT 1 OF LOTS 95-98 AND 104, VICTORIA VIS6797
01026019		869 DOUGLAS ST	LOT 2 OF LOTS 95-98 AND 104, VICTORIA VIS6797
01027001		780 BLANSHARD ST	LOTS 1, 2, 3, 4, 28 & 29 OF SECTION 88 AND OF LOT 1627, CHRIST CHURCH TRUST ESTATE, VICTORIA, PLAN 35B
01028007		728 HUMBOLDT ST	LT A PL VIP71706 VICTORIA
01028174		762 HUMBOLDT ST	LOT 165, CHRIST CHURCH TRUST ESTATE AND OF LOT 1627, VICTORIA, VIS5966
01028175		758 HUMBOLDT ST	LOT 165, CHRIST CHURCH TRUST ESTATE AND OF LOT 1627, VICTORIA, VIS5966
01028176		754 HUMBOLDT ST	LOT 167, CHRIST CHURCH TRUST ESTATE AND OF LOT 1627, VICTORIA, VIS5966
01028177		780 HUMBOLDT ST	LOT 1, CHRIST CHURCH TRUST ESTATE, AND OF LOT 1627, VICTORIA, VIS6102
01028178		792 HUMBOLDT ST	LOT 2, CHRIST CHURCH TRUST ESTATE, AND OF LOT 1627, VICTORIA, VIS6102
01029001		777 DOUGLAS ST	LOT 1, PLAN 17151, VICTORIA

Schedule B - Bylaw No. 19-045

Folio Number	Property Location	Legal Description
01030009	749 DOUGLAS ST	LEASED PORTION OF LOT 1 OF LOTS 207, 209, 210, 228 & 1270B, VICTORIA, PLAN 31886
01030019	703 DOUGLAS ST	LEASED PORTION OF LOT 2 OF LOTS 1269, 1270A, 1270B, SECTION 18, VICTORIA, PLAN 31886
01030021	757 DOUGLAS ST	LT 1 PL 31886 VICTORIA
01030027	755 HUMBOLDT ST	LOT 1 OF LOTS 205, 206, 1627, 1270, 1270A & 1270B, VICTORIA, VIS6606
01030110	729 HUMBOLDT ST	LOT 80 OF LOTS 205, 206, 1627, 1270, 1270A & 1270B VICTORIA, VIS6606
01030111	733 HUMBOLDT ST	LOT 81 OF LOTS 205, 206, 1627, 1270, 1270A & 1270B VICTORIA, VIS6606
01030207	725 HUMBOLDT ST	LOT 177 OF LOTS 205, 206, 1627, 1270, 1270A &1270B, VICTORIA, VIS6606
01030208	723 HUMBOLDT ST	LOT 178 OF LOTS 205, 206, 1627, 1270, 1270A & 1270B, VICTORIA, VIS6606
01030224	717 DOUGLAS ST	LT 2 SEC 18 VICTORIA VIP31886 INCL IN LEASE SHOWN ON VIP70259
01030225	719 DOUGLAS ST	LOT 2 SEC 18 VICTORIA VIP31886 INCL IN LEASE SHOWN ON VIP70259
01030226	707 DOUGLAS ST	LOT 2 SEC 18 VICTORIA PLAN VIP31886
01031001	700 DOUGLAS ST	LOT A PLAN 23703 SEC 6 VICTORIA
01032002	633 COURTNEY ST	LOT 1 OF LOTS 347-351, 364-366, VICTORIA, PLAN 26451
01032003	850 DOUGLAS ST	LOT 1 OF LOTS 349, 350, 351, 363 AND 364, VICTORIA, PLAN 16810
01032004	818 DOUGLAS ST	LOT 2 PL 26451 VICTORIA
01032005	805 GORDON ST	LOT A PLAN 17686 VICTORIA
01032006	623 COURTNEY ST	LOT 1 PLAN VIS4624
01032007	623 COURTNEY ST	LOT 2 PLAN VIS4624
01032008	625 COURTNEY ST	LOT 3 PLAN VIS4624
01032009	619 COURTNEY ST	LOT 4 PLAN VIS4624
01032010	623 COURTNEY ST	LOT 5 PLAN VIS4624
01033001	605 COURTNEY ST	LOT 224 VICTORIA
01033002	607 COURTNEY ST	LOT 227 VICTORIA
01033003	801 GOVERNMENT ST	LOT A PLAN 27815 VICTORIA
01034001	609 BROUGHTON ST	LOT 1267, VICTORIA
01034002	913 GOVERNMENT ST	LOT 1268 VICTORIA
01034003	911 GOVERNMENT ST	LOT 1268 VICTORIA
01034004	909 GOVERNMENT ST	LOT 1268 VICTORIA
01034005	907 GOVERNMENT ST	VICTORIA N PT LOT 223

Schedule B - Bylaw No. 19-045

Folio Number		Property Location	Legal Description
01034006		600 COURTNEY ST	LOT 223 VICTORIA
01035001		617 BROUGHTON ST	LOT A, OF LOTS 229, 230, 235-237 AND 525, VICTORIA, PLAN 14044
01035006		912 DOUGLAS ST	LOT A, OF LOTS 231 & 232, VICTORIA, VIP87927
01036001		655 FORT ST	LOT 537, VICTORIA, EXCEPT THAT PART WITHIN BROAD STREET
01036002		685 FORT ST	LOT 1 PLAN 16563 VICTORIA
01036003		1000 DOUGLAS ST	LOT 240 VICTORIA
01036004		1005 BROAD ST	LOT 239, VICTORIA, EXCEPT THAT PART LYING WITHIN THE BOUNDARIES OF BROAD STREET
01037001		1023 GOVERNMENT ST	PLAN 2671 VICTORIA
01037004		637 FORT ST	LOT 238 & 538, VICTORIA, CITY EXCEPT THE EASTERLY STRIP THEREOF WHICH IS INCLUDED WITHIN BROAD STREET
01037007		1001 GOVERNMENT ST	LOT 7 AND 8 OF LOT 121A, VICTORIA, PLAN 2671
01037010		1017 GOVERNMENT ST	LOT 2 AND 3, DISTRICT LOT 121-A, VICTORIA, PLAN 2671
01037012		623 FORT ST	LOT A OF LOT 121-A, VICTORIA, VIP87839
01037014	102	608 BROUGHTON ST	LOT 1 OF LOT 121A VICTORIA, EPS1336
01037015	100	608 BROUGHTON ST	LOT 2 OF LOT 121A VICTORIA, EPS1336
01037016	200	608 BROUGHTON ST	LOT 3 OF LOT 121A VICTORIA, EPS1336
01037055		1009 GOVERNMENT ST	LOT A EPP55166
01037056		1007 GOVERNMENT ST	LOT B EPP55166
01039012		1150 DOUGLAS ST	LOT A (DD EC116724) OF LOTS 121, 169, 169A, 170, 170A, 404, 405, 406, 411, 412, 413, 414 AND 415, VICTORIA, PLAN 48135
01040001		631 YATES ST	LOT 1 PLAN 31129 VICTORIA
01040002		1222 DOUGLAS ST	VICTORIA
01040003		1280 DOUGLAS ST	THE N 43.02 FT OF LOT 426, VICTORIA
01040007		1214 DOUGLAS ST	LOT A, LOTS 416-419, VICTORIA, PLAN 48444 EXCEPT PART IN PLAN VIP64889
01040008		1200 DOUGLAS ST	LOT B OF LOTS 416 - 419, VICTORIA, PLAN 48444
01040009		650 VIEW ST	LOT C PLAN 48444 VICTORIA
01040010		1215 BROAD ST	LOT 1 OF LOTS 416 AND 417, VICTORIA, PLAN 64889
01041001		1241 GOVERNMENT ST	LOT A OF LOTS 164, 164A, 165, 165A (DD E36455), VICTORIA, PLAN 10820
01041003		615 YATES ST	LOT 1 OF LOTS 164A & 165A, VICTORIA, PLAN 38582
01041004		1210 BROAD ST	LOT 166A, VICTORIA, CITY
01041007		612 VIEW ST	LOT 167 VICTORIA
01041008		1221 GOVERNMENT ST	LOT 5 PLAN 10820 VICTORIA

Schedule B - Bylaw No. 19-045

Folio Number	Property Location	Legal Description
01041009	1223 GOVERNMENT ST	LT 2 PL 10820 VICTORIA
01041010	620 VIEW ST	THE EAST HALF & THE W HALF OF LOT 167-A, VICTORIA, CITY
01042001	1325 GOVERNMENT ST	LOT 159 VICTORIA
01042003	1314 BROAD ST	LOT 159A/160A, PORTION E PTS VICTORIA
01042004	1312 BROAD ST	LOT 2, DISTRICT LOT 161A, VICTORIA, PLAN 5500
01042006	622 YATES ST	LOT "A" OF LOTS 161-A AND 162-A, VICTORIA, PLAN 3564
01042007	614 YATES ST	LOT C OF LOTS 161A &162A, VICTORIA, PLAN 3564
01042008	606 YATES ST	THE EAST 50 FT OF LOT 162, VICTORIA
01042010	1306 BROAD ST	LOT 1 VICTORIA PLAN VIP5500
01042011	1313 GOVERNMENT ST	THE NORTH 1/2 OF LOT 161, VICTORIA, CITY
01042012	1319 GOVERNMENT ST	LOT 160, VICTORIA
01042014	1323 GOVERNMENT ST	LOT A PLAN 33100 DL 159 VICTORIA
01042015	1301 GOVERNMENT ST	LOT A OF LOTS 161 AND 162, VICTORIA, PLAN 49321, EXCEPT PART IN PLAN 54020
01042016	1305 GOVERNMENT ST	LOT 1, OF LOTS 161 & 162, VICTORIA,VIP54020
01043001	1315 BROAD ST	LOTS 424 & 425, VICTORIA, CITY
01043003	1328 DOUGLAS ST	PARCEL 1 (DD 176785-I) OF PARCEL A (DD 74649-I) OF LOTS 430 AND 431, VICTORIA
01043007	1300 DOUGLAS ST	LOT 1 PLAN 17635 VICTORIA
01043008	648 YATES ST	LOT 421 VICTORIA
01043009	644 YATES ST	LOT 7 PLAN 2567
01043010	642 YATES ST	LOT 6 PLAN 2567 VICTORIA
01043011	640 YATES ST	LOT 5 OF LOT 422, VICTORIA, PLAN 2567
01043012	634 YATES ST	LOT 4 OF LOT 423, VICTORIA, PLAN 2567
01043013	632 YATES ST	LOT 3, OF LOT 423, VICTORIA, PLAN 2567
01043014	1305 BROAD ST	LOT 1 AND 2, DISTRICT LOTS 422 & 423, VICTORIA, PLAN 2567
01043015	645 JOHNSON ST	PARCEL A (DD 74649I) OF LOTS 430 AND 431, THE E 70 FT OF LOT 430 AND 431, VICTORIA
01043017	1310 DOUGLAS ST	LOT 1 OF LOT 420, VICTORIA, VIS5193
01044003	1416 DOUGLAS ST	LOT A PLAN 12000 VICTORIA
01044006	1402 DOUGLAS ST	THE EASTERLY 60 FEET OF LOT 671, VICTORIA
01044008	1407 BROAD ST	LOT 665, VICTORIA CITY
01044009	1415 BROAD ST	LOT 666, VICTORIA, CITY
01044011	634 JOHNSON ST	LOT A OF LOTS 664 AND 671, VICTORIA, PLAN 34894
01044012	1410 DOUGLAS ST	LOT 1 OF LOT 670, VICTORIA, PLAN 23213

Schedule B - Bylaw No. 19-045

Folio Number		Property Location	Legal Description
01045001		603 PANDORA AVE	LOT 1, OF LOTS 661, 662, AND 663, VICTORIA CITY, PLAN 7110 REMAINDER LOTS 661 - 663, VICTORIA, EXCEPT THOSE PARTS IN PLAN 7110
01045004		613 PANDORA AVE	LOT A VICTORIA EPP28096
01045006		618 JOHNSON ST	LOT B, OF LOTS 657 & 658, VICTORIA, PLAN 7492
01045010		1408 BROAD ST	LOT 1, OF LOT 658, VICTORIA, PLAN 32505
01045011		1414 BROAD ST	LOT 2 PLAN 32505 VICTORIA
01045012	1	1407 GOVERNMENT ST	LOT 1 OF LOTS 656 AND 663, VICTORIA, VIS1633
01045013	2	1407 GOVERNMENT ST	LOT 2 OF LOTS 656 & 663, VICTORIA, VIS1633
01045018	1	1411 GOVERNMENT ST	LOT 1 PLAN VIS4995 VICTORIA OF LOT 663 HERITAGE TX/EX BYLAW SECTION 359(1)(A) LGA 10 YEAR PERIOD EXPIRES 2010
01045019	2	1411 GOVERNMENT ST	LOT 2 PLAN VIS4995 VICTORIA OF LOT 663 HERITAGE TX/EX BYLAW SECTION 359(1)(A) LGA 10 YEAR PERIOD EXPIRES 2010
01045028		1420 BROAD ST	LOT A LOTS 659 & 660 VICTORIA, VIP71660
01045029	1	610 JOHNSON ST	LOT 1 OF LOTS 656 & 657 VICTORIA, VIS6304
01046010		1672 DOUGLAS ST	LOT A PLAN 11299 VICTORIA
01046021		20 CENTENNIAL SQ	LEASED PORTION OF LOT 2 OF LOTS 535, 584-592, 594-601, 1249, 1250-1252, AND CLOSED ROAD ADJOINING, VICTORIA, VIP76432
01046024	1	1689 GOVERNMENT ST	LEASED AREA OF LOT 1, VICTORIA, VIP76432
01047007		1720 DOUGLAS ST	LOT 611 & 612, VICTORIA, CITY
01047008		1708 DOUGLAS ST	THE NORTHERLY 50 FEET OF LOT 609 & LOT 610, VICTORIA, CITY
01047016		618 FISGARD ST	LOT 604
01047017		614 FISGARD ST	LOT 13 AND LOT 14 EXCEPT THE W 19 FT OF LOTS 602 AND 603, VICTORIA. PLAN 2779
01047018		612 FISGARD ST	THE WESTERLY 19 FEET OF LOT 14 OF LOT 603, VICTORIA, PLAN 2779
01047019		1701 GOVERNMENT ST	PLAN 2779 VICTORIA
01047021		1713 GOVERNMENT ST	LOT 7 PL 2779 VICTORIA
01047024		622 FISGARD ST	LOT 605 VICTORIA
01047025		655 HERALD ST	LOT A PLAN 42094 VICTORIA
01047026		638 FISGARD ST	LOT 1 PLAN VIP55957 VICTORIA
01047027		646 FISGARD ST	LOT 2 PLAN VIP55957 VICTORIA
01047028		1725 GOVERNMENT ST	LOT 1 OF LOTS 618 & 619, VICTORIA, EPS569

Schedule B - Bylaw No. 19-045

Folio Number		Property Location	Legal Description
01047029	101	1725 GOVERNMENT ST	LOT 2 OF LOTS 618 & 619, VICTORIA, EPS569
01047057		1717 GOVERNMENT ST	LOT 5 OF LOTS 618 AND 619, VICTORIA, PLAN VIP2779
01047101	101	613 HERALD ST	STRATA LOT 1 VICTORIA STRATA PLAN EPS5226
01047102	102	613 HERALD ST	STRATA LOT 2 VICTORIA STRATA PLAN EPS5226
01048003		611 CHATHAM ST	LOT 634 AND 635, VICTORIA
01048004		629 CHATHAM ST	LOT 633
01048005		635 CHATHAM ST	LOT 632, VICTORIA
01048006		1850 DOUGLAS ST	LOT A OF LOTS 629, 630 & 631, VICTORIA, PLAN 25475
01048010		624 HERALD ST	LOT 624
01048011		618 HERALD ST	LOT 623
01048012		610 HERALD ST	LOT 620, 621, AND 622, VICTORIA
01048013		1802 DOUGLAS ST	LOT 1 PLAN 36720 VICTORIA
01048014		1885 GOVERNMENT ST	LOT A, OF LOTS 636 & 637, VICTORIA, PLAN 45681
01048016		650 HERALD ST	LOT 1 OF LOT 625, VICTORIA, VIS5362
01048017		652 HERALD ST	LOT 2 PLAN VIS5362 VICTORIA LOT 625
01049002		1900 DOUGLAS ST	LOT 1, OF LOTS 638-648, VICTORIA, PLAN 29369
01049004		1901 GOVERNMENT ST	LOT B (DD A36035) OF LOTS 638 & 639, VICTORIA, PLAN 2779
01055035		701 BELLEVILLE ST	LOT A VICTORIA EPP75355
01057007		1907 STORE ST	LOT A, LOTS 487-491, 500, 501, 506-508, VICTORIA, PLAN 45292
01057008		530 CHATHAM ST	LOT B OF LOTS 491-500, VICTORIA, PLAN 45292
01058001		515 CHATHAM ST	LOT 484 VICTORIA
01058002		533 CHATHAM ST	LOT 481 & 482, VICTORIA
01058004		1802 GOVERNMENT ST	VICTORIA LOT 477/478
01058005		542 HERALD ST	LOT 476 VICTORIA
01058010		504 HERALD ST	LOTS 469, 470, 471, AND 472, VICTORIA
01058011		532 HERALD ST	LOT A OF LOTS 473 & 474, VICTORIA, PLAN 68503
01058014		551 CHATHAM ST	LOT 1 OF LOT 479, VICTORIA, VIS5035
01058036		536 HERALD ST	TX/EX BYLAW SECTION 359(1)(A) LGA 10 YEAR PERIOD EXPIRES 2014
01059002		517 HERALD ST	LOT 1, OF LOTS 453, 465 & 466, VICTORIA, PLAN 14527
01059003		523 HERALD ST	LOT 2, OF LOTS 453, 465 & 466, VICTORIA, PLAN 14527
01059005		541 HERALD ST	LOT 463, VICTORIA, CITY
01059006		543 HERALD ST	LOT 462, VICTORIA, CITY
01059008		1750 GOVERNMENT ST	LOT 460 VICTORIA
01059009		564 FISGARD ST	LOT 459 VICTORIA
01059010		554 FISGARD ST	LT 2 PL 8952 VICTORIA

Schedule B - Bylaw No. 19-045

Folio Number		Property Location	Legal Description
01059011		546 FISGARD ST	LOT 457 VICTORIA
01059012		538 FISGARD ST	LOT 456, VICTORIA, CITY
01059013		530 FISGARD ST	LOT 454, VICTORIA
01059015		531 HERALD ST	LOT A OF LOT 464, VICTORIA, VIP68735
01059017		532 FISGARD ST	LOT C PLAN VIP68735 VICTORIA
01059030		1705 STORE ST	LOT 1 OF LOTS 451, 452, 467, 468, VICTORIA, PLAN 76332
01060004		539 FISGARD ST	LOT 445 VICTORIA
01060005		549 FISGARD ST	W 1/2 OF LT 443, VICTORIA, E 40 FT OF LT 444, VICTORIA
01060006		557 FISGARD ST	LOT A PLAN 17268 VICTORIA
01060007		565 FISGARD ST	LOT B OF LOT 442, VICTORIA, PLAN 17268
01060009		550 PANDORA AVE	LOT 440 VICTORIA
01060018		546 PANDORA AVE	LOT 1 OF LOT 439, VICTORIA, PLAN 32936
01060021		1619 STORE ST	LOT 1, OF CITY LOTS 154, 434, 449 & 450, VICTORIA, PLAN 41127
01060024		505 FISGARD ST	LOT A PLAN 42419 VICTORIA
01060025		506 PANDORA AVE	LOT A PLAN 41127 VICTORIA
01060038		530 PANDORA AVE	LOT 1 OF LOTS 435, 436, 437, 447, 448 AND 449 VICTORIA, EPS1833
01060039		524 PANDORA AVE	LOT 2 OF LOTS 435, 436, 437, 447, 448 AND 449, VICTORIA, EPS1833
01060040		519 FISGARD ST	LOT 3 OF LOTS 435, 436, 437, 447, 448 AND 449, VICTORIA, EPS1833
01061002		560 JOHNSON ST	LOT 1262, PT LOT 1264, LOTS 1265 AND 1266, PARCEL A OF LOTS 1265 & 1266, LOT 194, PARCEL A OF LOT 193, AND LOT 1265, LOT 528 AND 529, PART OF LOT 530, VICTORIA
01061004		529 PANDORA AVE	LOT 530 VICTORIA
01061008		582 JOHNSON ST	AMENDED LOT 1259, (DD 68237-I), VICTORIA, CITY
01061009		572 JOHNSON ST	LOT 1260 VICTORIA
01061010		566 JOHNSON ST	LOT 1261 VICTORIA
01061020	1	1441 STORE ST	LOT 1 PLAN VIS1580 VICTORIA
01061027		1450 GOVERNMENT ST	LOT 1 OF LOTS 533, 534 AND AMENDED LOT 1258, VICTORIA,VIS6012
01061101	CRU1	595 PANDORA AVE	LOT 1 VICTORIA EPS3741
01062003		541 JOHNSON ST	LOT 12, 13 & PART OF ALLEY ADJOINING LOT 13 OF LOT 178, VICTORIA, PLAN 2524
01062008		579 JOHNSON ST	PARCEL A OF LOTS 173 & 174, VICTORIA, CITY
01062009		585 JOHNSON ST	LOT 173, VICTORIA, EXCEPT THE WESTERLY 14.5 FEET
01062010		1320 GOVERNMENT ST	LOT 172, VICTORIA CITY, (SEE PLAN 184)

Schedule B - Bylaw No. 19-045

Folio Number		Property Location	Legal Description
01062013		1308 GOVERNMENT ST	LT 3 PL 23847 VICTORIA
01062014		578 YATES ST	LOT 4, DISTRICT LOT 182E, VICTORIA, PLAN 23847
01062015		574 YATES ST	LOT 5, DISTRICT LOTS 182E AND 183, VICTORIA, PLAN 23847
01062017		564 YATES ST	THE EASTERLY PART OF LOT 184, VICTORIA, CITY
01062020		546 YATES ST	LOT 1 OF LOTS 175, 176, 186, 187, VICTORIA, PLAN 30210
01062022		536 YATES ST	LOT 187 VICTORIA
01062026		1321 WADDINGTON ALLEY	LEASED PORTION OF LOT 9, VICTORIA, PLAN 2524
01062031		565 JOHNSON ST	LOT A, OF LOTS 174 & 175, VICTORIA, PLAN 36667
01062034		547 JOHNSON ST	LOT 177, LOT 1 OF LOTS 175 AND 176, VICTORIA, PLAN 7314, EXCEPT PART IN PLANS 28721 AND 30210
01062037		537 JOHNSON ST	LOT 1 PLAN VIP68655 VICTORIA
01062038	101	524 YATES ST	LOT 1 OF LOTS 188 & 189, VICTORIA, VIS6630
01062039	101	534 YATES ST	LOT 2 OF LOTS 188 & 189, VICTORIA, VIS6630
01063006		510 YATES ST	LOT 24 OF LOT 191, VICTORIA, PLAN 2524
01063010		516 YATES ST	LOT 1 PLAN VIP52204 VICTORIA
01063013	101	1310 WADDINGTON ALLEY	LOT 1 OF LT 190 VICTORIA EPS2086
01064001		503 YATES ST	LOT 1 PLAN 7167 VICTORIA
01064002		527 YATES ST	PARCEL "C" (DD 53505I), OF LOTS 197 & 198, VICTORIA, EXCEPT PART IN PLAN 7167
01064004		533 YATES ST	LOT 197 VICTORIA
01064005		535 YATES ST	LOT 1 OF LOT 196, VICTORIA, PLAN 18712
01064007		1218 LANGLEY ST	VICTORIA
01064009		12 BASTION SQ	LOT A PLAN 19960 VICTORIA
01064010		10 BASTION SQ	PARCEL E (DD 169756-I) OF LOTS 197, 198, 200 & 204, VICTORIA
01065002		1200 GOVERNMENT ST	LOTS 1595, 1596, 1597 & 1598, VICTORIA, CITY
01065004		1254 GOVERNMENT ST	LEASED AREA OF LOT 1 OF LOTS 1599 TO 1615, VICTORIA, PLAN 7696
01065006		1234 GOVERNMENT ST	LOT 1 VICTORIA PLAN VIP7696
01066002		1130 GOVERNMENT ST	LOTS 7, 8, 9,10,11, 12 & NORTH PART OF LOT 13, BLOCK 76, SECTION 18, VICTORIA, PLAN 219
01066003		1116 GOVERNMENT ST	LOT 6 BLK 76 PLAN 219 SEC 18 VICTORIA
01066004		1110 GOVERNMENT ST	BLK 76 PL 219 VICTORIA
01066005		1108 GOVERNMENT ST	LOT 1, SECTION 18, VICTORIA, VIP13144
01066006		1102 GOVERNMENT ST	LOT 1, PT LOT 17, PT LOT 18, AND PARCEL A (DD 48020I) OF LOT 18, BLOCK 76, VICTORIA, PLAN 219
01067001		15 BASTION SQ	PART OF LOT 12, BLOCK 77, VICTORIA, PLAN 219
01067006		1114 LANGLEY ST	LOT 4, BLOCK 77, SECTION 18, VICTORIA, PLAN 219

Schedule B - Bylaw No. 19-045

Folio Number		Property Location	Legal Description
01067008		520 FORT ST	LOT A PLAN 23498 SEC 18 VICTORIA
01067011		500 FORT ST	LOT 18 BLK 77 PLAN 219 VICTORIA
01067015		510 FORT ST	LOT 2 PLAN 29564 SEC 18 VICTORIA
01067018		31 BASTION SQ	LOT 1 (DD G19886) OF SECTION 18, VICTORIA, PLAN 22323
01067019		1107 WHARF ST	LOT A, VICTORIA, PLAN 32475
01067020		512 FORT ST	LOT A PLAN 47531 SEC 18 VICTORIA
01067022	101	19 BASTION SQ	LOT 1, SECTION 18, VICTORIA, VIS1861
01067023	102	19 BASTION SQ	LOT 2, SECTION 18, VICTORIA,VIS1861
01067024	201	19 BASTION SQ	LOT 3, SECTION 18, VICTORIA, VIS1861
01067025	202	19 BASTION SQ	LOT 4, SECTION 18, VICTORIA,VIS1861
01067026	301	19 BASTION SQ	LOT 5, SECTION 18, VICTORIA,VIS1861
01067027	302	19 BASTION SQ	LOT 6, SECTION 18, VICTORIA, VIS1861
01067028	4TH FL	19 BASTION SQ	LOT 7, SECTION 18, VICTORIA,VIS1861
01067029	4TH FL	19 BASTION SQ	LOT 8, SECTION 18, VICTORIA, VIS1861
01068002		517 FORT ST	LOT 5, 6 & 7, BLOCK 74, SECTION 18, VICTORIA, PLAN 219
01068003		1010 LANGLEY ST	LOT 4, BLOCK 74, SECTION 18, VICTORIA, PLAN 219
01068004		1000 LANGLEY ST	LOT A PLAN 26978 SEC 18 VICTORIA
01068005		1001 WHARF ST	LOT 13, BLOCK 74, SECTION 18, VICTORIA, PLAN 219
01069001		525 FORT ST	LOT 9, BLOCK 75, VICTORIA, PLAN 219
01069003		1012 GOVERNMENT ST	LOT 5 BLK 75 PLAN 219 VICTORIA
01069007		1020 GOVERNMENT ST	LOT 6, BLOCK 75, VICTORIA, PLAN 219
01069009		1022 GOVERNMENT ST	LOT A, SECTION 18, VICTORIA, PLAN 48819
01069011		1000 GOVERNMENT ST	PARCEL B BLK 75 VICTORIA VIP219
01070003		910 GOVERNMENT ST	LOT 1, SECTION 18, VICTORIA, VIS612
01072007		888 GOVERNMENT ST	LOT A SECTION 18 VICTORIA EPP69462
01073022		1202 WHARF ST	LOT 2, OF LOTS 200A,200B, AND LOT 203, VICTORIA, PLAN 28188
01073028	108	1218 WHARF ST	LOT 1 OF LOT 203, VICTORIA, VIS490
01073029	B	1218 WHARF ST	LOT 2 OF LOT 203, VICTORIA, VIS490
01073102		812 WHARF ST	LOT 1 PLAN 46631 SEC 18 VICTORIA
01073103	102	812 WHARF ST	LEASED PORTION OF LOT 1, SECTION 18, VICTORIA, & PART OF THE BED OF VICTORIA HARBOUR, PLAN 46631
01073104		812 WHARF ST	LEASED PORTION OF LOT 1, SECTION 18, VICTORIA, AND PART OF THE BED OF VICTORIA HARBOUR, PLAN 46631
01073105		1004 WHARF ST	LOT 1, VICTORIA, PLAN 46965

Schedule B - Bylaw No. 19-045

Folio Number		Property Location	Legal Description
01073106		1002 WHARF ST	LOT 2 PLAN 46965 VICTORIA
01073112		812 WHARF ST	LEASED PORTION OF LOT 1, SECTION 18, VICTORIA, AND PART OF THE BED OF VICTORIA HARBOUR, PLAN 46631
01073113		812 WHARF ST	LEASED PT OF LOT 1 SEC 18 VICTORIA VIP46631
01073116		1006 WHARF ST	LOT 1 OF THE BED OF VICTORIA HARBOUR, VICTORIA, PLAN 73553
01073117		1244 WHARF ST	LOT A, LOT 201, VICTORIA, VIP86556
01073118		700 GOVERNMENT ST	LOT A VICTORIA PLAN VIP73552
01073119		950 WHARF ST	LOT 1 VICTORIA EPP41916
01074004		1314 WHARF ST	LOT 182-F, VICTORIA
01075004		1630 STORE ST	PARCEL A (DD 83205I) OF LOT 126, VICTORIA
01075024		SWIFT ST	LOT A VICTORIA LEASE/PERMIT/LICENCE # W9010246, WATER LOT FRONTING ON PART OF LOT A OF LOTS 125 AND 126 VICTORIA PUBLIC HARBOUR LEASE NO W9010246 & W05101172.
01075124	100	407 SWIFT ST	LOT 100 OF LOTS 125 & 126, AND PART OF VICTORIA HARBOUR, VICTORIA, VIS4930
01075141	W01	456 PANDORA AVE	LOT 1 EPS3614
01075142		1620 STORE ST	LOT 2 EPS3614
01075143		490 PANDORA AVE	LOT 3 EPS3614
01075144		480 PANDORA AVE	LOT 4 EPS3614
01075145		470 PANDORA AVE	LOT 5 EPS3614
01075146		460 PANDORA AVE	LOT 6 EPS3614
01075270		1624 STORE ST	LOT A VICTORIA EPP70042
01076002		1720 STORE ST	LOT A, LOTS 122-124 AND 1271, VICTORIA, PLAN 18303
01076007		461 HERALD ST	LOT A PLAN 33307 VICTORIA
01076008		450 SWIFT ST	LOT 1, OF LOTS 122 & 123, VICTORIA, PLAN 36884
01076010		402 SWIFT ST	PLAN 36884 VICTORIA
01076012		440 SWIFT ST	LOT A, PART OF THE BED OF VICTORIA HARBOUR, VICTORIA, VIP85421
01077024		1810 STORE ST	LOT 1, VICTORIA LOTS 109-112, VICTORIA, PLAN 40579
01077027		1824 STORE ST	LOT 113 , VICTORIA
01077035		1808 STORE ST	LEASED PORTION FRONTING ON LOT 1 PLAN 40579
01077039		STORE ST	LOT A, PART OF THE BED OF VICTORIA HARBOUR, VICTORIA, VIP79899
01077040		1924 STORE ST	LOT A OF PART OF THE BED OF VICTORIA HARBOUR, VICTORIA, VIP89366
01077044		1900 STORE ST	LOT 1 OF LOTS 114 & 115 VICTORIA VIP18628

Schedule B - Bylaw No. 19-045

Folio Number		Property Location	Legal Description
01090002		680 MONTREAL ST	LOT 1 OF LOTS 563-570, 570A,571,575,577,578-583, VICTORIA, PLAN 27460 EXCEPT THAT PART IN PLAN 28869
01090135		225 BELLEVILLE ST	LOT 122, OF LOTS 563,-568, 575, 577-580, VICTORIA, VIS259
01091014		490 BELLEVILLE ST	LOT 1 VICTORIA PL VIP32311
01091020		430 BELLEVILLE ST	LEASE PORTION OF LOT 1 OF LOTS 502A-505A,539A-543A,890A-893A, VICTORIA, AND THE BED OF THE PUBLIC HARBOUR OF VICTORIA, PLAN 32311
01091034		490 BELLEVILLE ST	LOT A VICTORIA VIP73166 OF PART OF THE BED OF THE VICTORIA HARBOUR, LOT A, PLAN VIP32311, PT OF LOT 1 PL 32311 AND PT OF FORESHORE FRONTING ON MENZIES ST - LEASED FROM PROVINCIAL CAPITAL COMMISSION.
01091035	200	470 BELLEVILLE ST	LOT 1 PLAN VIP32311 LEASE
01091040		254 BELLEVILLE ST	LEASED PORTION OF LOT 1 OF PART OF THE BED OF VICTORIA HARBOUR, VICTORIA, VIP88260
01091043	300	470 BELLEVILLE ST	LOT 1 VICTORIA PLAN VIP32311
01091045	100	470 BELLEVILLE ST	LOT 1 VICTORIA PLAN VIP32311
01091046	400	470 BELLEVILLE ST	LOT 1 VICTORIA PLAN VIP32311
01091047		470 BELLEVILLE ST	LOT 1 VICTORIA PLAN VIP32311
01515001		1855 BLANSHARD ST	LOT 1, BLOCK B, SUBURBAN LOT 2, VICTORIA
01515026		1815 BLANSHARD ST	LOT 1 OF SUBURBAN LOT 3, VICTORIA, CITY
01516001		1725 BLANSHARD ST	LOT A (DD 80401W), SUBURBAN LOT 3, VICTORIA, PLAN 24225
01516028		1703 BLANSHARD ST	LOT 1, SUBURBAN LOTS 3 & 4, VICTORIA, PLAN 44563
01517160		1601 BLANSHARD ST	LOT 53 VICTORIA
01517161		1609 BLANSHARD ST	LOT 1 PLAN VIP72894 VICTORIA
02114004		640 MONTREAL ST	VICTORIA LEASE/PERMIT/LICENCE # W05071159
02114091	P01	630 MONTREAL ST	LT 44 PL VIS1897 VICTORIA
02114142		KINGSTON ST	PL 47225 VICTORIA
02114145		144 KINGSTON ST	LOT B OF LOTS 1282-1285, VICTORIA, VIP65113
02114146		146 KINGSTON ST	LOT 1 OF LOTS 1282-1285 AND PART OF THE BED OF THE PUBLIC HARBOUR, VICTORIA, VIP68049
02117020		309 BELLEVILLE ST	LOT A, OF LOTS 549-551, 556-561, 1272 AND 1273, VICTORIA, PLAN 33406
02119001		205 QUEBEC ST	VICTORIA LOT 940/941
02119006		225 QUEBEC ST	LOT 936 VICTORIA
02139016		520 MENZIES ST	LOT A OF LOTS 898, 899, 900, 912, 913 & 914, VICTORIA, PLAN 34995

Schedule B - Bylaw No. 19-045

Folio Number		Property Location	Legal Description
02139017		425 QUEBEC ST	LT A PL 16491 VICTORIA
02140002		427 BELLEVILLE ST	LT 1 PL 26549 VICTORIA
02140003		463 BELLEVILLE ST	LT A PL 29722 VICTORIA
02140013		404 QUEBEC ST	VICTORIA LOT 940/941
02140014		412 QUEBEC ST	LOT A, OF LOTS 544, 545, AND 546, VICTORIA, PLAN 34577
03193065	P	810 HUMBOLDT ST	LOT 1 OF LOTS 328-331, 1240-1244, VICTORIA, VIS6830
03193066	AG01	810 HUMBOLDT ST	LOT 2 OF LOTS 328-331, 1240-1244, VICTORIA, VIS6830
03193067	AG04	810 HUMBOLDT ST	LOT 3 OF LOTS 328-331, 1240-1244, VICTORIA, VIS6830
03193068	AG05	810 HUMBOLDT ST	LOT 4 OF LOTS 328-331, 1240-1244, VICTORIA, VIS6830
03193070	BG02	810 HUMBOLDT ST	LOT 6 OF LOTS 328-331, 1240-1244, VICTORIA, VIS6830
03193071	BG01	810 HUMBOLDT ST	LOT 7 OF LOTS 328-331, 1240-1244, VICTORIA, VIS6830
03193072	AO1	810 HUMBOLDT ST	LOT 8 OF LOTS 328-331, 1240-1244, VICTORIA, VIS6830
03193073	AO2	810 HUMBOLDT ST	LOT 9 OF LOTS 328-331, 1240-1244, VICTORIA, VIS6830
03193074	AO3	810 HUMBOLDT ST	LOT 10 OF LOTS 328-331, 1240-1244, VICTORIA, VIS6830
03193075	AO4	810 HUMBOLDT ST	LOT 11 OF LOTS 328-331, 1240-1244, VICTORIA, VIS6830
03193076	AO5	810 HUMBOLDT ST	LOT 12 OF LOTS 328-331, 1240-1244, VICTORIA, VIS6830
03193077		809 FAIRFIELD RD	LOT 13 OF LOTS 328-331, 1240-1244, VICTORIA, VIS6830
03193078		805 FAIRFIELD RD	LOT 14 OF LOTS 328-331, 1240-1244, VICTORIA, VIS6830
13080153	234	100 HARBOUR RD	LOT 1, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080154	236	100 HARBOUR RD	LOT 2, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080155	238	100 HARBOUR RD	LOT 3, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080156	240	100 HARBOUR RD	LOT 4, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080157	242	100 HARBOUR RD	LOT 5, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080158	244	100 HARBOUR RD	LOT 6, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080159	246	100 HARBOUR RD	LOT 7, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080160	248	100 HARBOUR RD	LOT 8, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080161	250	100 HARBOUR RD	LOT 9, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080162	252	100 HARBOUR RD	LOT 10, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080163	254	100 HARBOUR RD	LOT 11, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080164	239	100 HARBOUR RD	LOT 12, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080165	237	100 HARBOUR RD	LOT 13, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080166	235	100 HARBOUR RD	LOT 14, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080167	233	100 HARBOUR RD	LOT 15, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080168	231	100 HARBOUR RD	LOT 16, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080169	229	100 HARBOUR RD	LOT 17, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080170	227	100 HARBOUR RD	LOT 18, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080171	332	100 HARBOUR RD	LOT 19, DISTRICT LOT 119, ESQUIMALT, VIS2360

Schedule B - Bylaw No. 19-045

Folio Number		Property Location	Legal Description
13080172	334	100 HARBOUR RD	LOT 20, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080173	336	100 HARBOUR RD	LOT 21, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080174	340	100 HARBOUR RD	LOT 22, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080175	342	100 HARBOUR RD	LOT 23, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080176	344	100 HARBOUR RD	LOT 24, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080177	346	100 HARBOUR RD	LOT 25, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080178	348	100 HARBOUR RD	LOT 26, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080179	350	100 HARBOUR RD	LOT 27, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080180	352	100 HARBOUR RD	LOT 28, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080181	354	100 HARBOUR RD	LOT 29, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080182	339	100 HARBOUR RD	LOT 30, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080183	337	100 HARBOUR RD	LOT 31, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080184	335	100 HARBOUR RD	LOT 32, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080185	333	100 HARBOUR RD	LOT 33, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080186	331	100 HARBOUR RD	LOT 34, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080187	329	100 HARBOUR RD	LOT 35, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080188	327	100 HARBOUR RD	LOT 36, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080189	325	100 HARBOUR RD	LOT 37, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080190	309	100 HARBOUR RD	LOT 38, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080191	307	100 HARBOUR RD	LOT 39, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080192	305	100 HARBOUR RD	LOT 40, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080193	303	100 HARBOUR RD	LOT 41, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080194	301	100 HARBOUR RD	LOT 42, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080195	302	100 HARBOUR RD	LOT 43, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080196	304	100 HARBOUR RD	LOT 44, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080197	306	100 HARBOUR RD	LOT 45, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080198	308	100 HARBOUR RD	LOT 46, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080199	328	100 HARBOUR RD	LOT 47, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080200	330	100 HARBOUR RD	LOT 48, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080201	432	100 HARBOUR RD	LOT 49, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080202	434	100 HARBOUR RD	LOT 50, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080203	436	100 HARBOUR RD	LOT 51, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080204	438	100 HARBOUR RD	LOT 52, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080205	440	100 HARBOUR RD	LOT 53, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080206	442	100 HARBOUR RD	LOT 54, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080207	444	100 HARBOUR RD	LOT 55, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080208	446	100 HARBOUR RD	LOT 56, DISTRICT LOT 119, ESQUIMALT, VIS2360

Schedule B - Bylaw No. 19-045

Folio Number		Property Location	Legal Description
13080209	448	100 HARBOUR RD	LOT 57, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080210	450	100 HARBOUR RD	LOT 58, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080211	452	100 HARBOUR RD	LOT 59, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080212	454	100 HARBOUR RD	LOT 60, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080213	439	100 HARBOUR RD	LOT 61, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080214	437	100 HARBOUR RD	LOT 62, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080215	435	100 HARBOUR RD	LOT 63, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080216	433	100 HARBOUR RD	LOT 64, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080217	431	100 HARBOUR RD	LOT 65, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080218	429	100 HARBOUR RD	LOT 66, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080219	427	100 HARBOUR RD	LOT 67, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080220	425	100 HARBOUR RD	LOT 68, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080221	423	100 HARBOUR RD	LOT 69, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080222	421	100 HARBOUR RD	LOT 70, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080223	419	100 HARBOUR RD	LOT 71, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080224	417	100 HARBOUR RD	LOT 72, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080225	415	100 HARBOUR RD	LOT 73, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080226	413	100 HARBOUR RD	LOT 74, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080227	411	100 HARBOUR RD	LOT 75, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080228	409	100 HARBOUR RD	LOT 76, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080229	407	100 HARBOUR RD	LOT 77, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080230	405	100 HARBOUR RD	LOT 78, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080231	403	100 HARBOUR RD	LOT 79, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080232	401	100 HARBOUR RD	LOT 80, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080233	402	100 HARBOUR RD	LOT 81, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080234	404	100 HARBOUR RD	LOT 82, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080235	406	100 HARBOUR RD	LOT 83, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080236	408	100 HARBOUR RD	LOT 84, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080237	410	100 HARBOUR RD	LOT 85, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080238	412	100 HARBOUR RD	LOT 86, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080239	414	100 HARBOUR RD	LOT 87, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080240	416	100 HARBOUR RD	LOT 88, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080241	418	100 HARBOUR RD	LOT 89, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080242	420	100 HARBOUR RD	LOT 90, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080243	422	100 HARBOUR RD	LOT 91, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080244	424	100 HARBOUR RD	LOT 92, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080245	426	100 HARBOUR RD	LOT 93, DISTRICT LOT 119, ESQUIMALT, VIS2360

Schedule B - Bylaw No. 19-045

Folio Number		Property Location	Legal Description
13080246	428	100 HARBOUR RD	LOT 94, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080247	430	100 HARBOUR RD	LOT 95, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080248	532	100 HARBOUR RD	LOT 96, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080249	534	100 HARBOUR RD	LOT 97, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080250	536	100 HARBOUR RD	LOT 98, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080251	538	100 HARBOUR RD	LOT 99, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080252	540	100 HARBOUR RD	LOT 100, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080253	542	100 HARBOUR RD	LOT 101, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080254	544	100 HARBOUR RD	LOT 102, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080255	546	100 HARBOUR RD	LOT 103, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080256	548	100 HARBOUR RD	LOT 104, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080257	550	100 HARBOUR RD	LOT 105, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080258	552	100 HARBOUR RD	LOT 106, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080259	554	100 HARBOUR RD	LOT 107, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080260	539	100 HARBOUR RD	LOT 108, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080261	537	100 HARBOUR RD	LOT 109, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080262	535	100 HARBOUR RD	LOT 110, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080263	533	100 HARBOUR RD	LOT 111, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080264	531	100 HARBOUR RD	LOT 112, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080265	529	100 HARBOUR RD	LOT 113, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080266	527	100 HARBOUR RD	LOT 114, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080267	525	100 HARBOUR RD	LOT 115, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080268	523	100 HARBOUR RD	LOT 116, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080269	521	100 HARBOUR RD	LOT 117, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080270	519	100 HARBOUR RD	LOT 118, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080271	517	100 HARBOUR RD	LOT 119, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080272	515	100 HARBOUR RD	LOT 120, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080273	513	100 HARBOUR RD	LOT 121, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080274	511	100 HARBOUR RD	LOT 122, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080275	509	100 HARBOUR RD	LOT 123, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080276	507	100 HARBOUR RD	LOT 124, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080277	505	100 HARBOUR RD	LOT 125, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080278	503	100 HARBOUR RD	LOT 126, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080279	501	100 HARBOUR RD	LOT 127, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080280	502	100 HARBOUR RD	LOT 128, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080281	504	100 HARBOUR RD	LOT 129, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080282	506	100 HARBOUR RD	LOT 130, DISTRICT LOT 119, ESQUIMALT, VIS2360

Schedule B - Bylaw No. 19-045

Folio Number		Property Location	Legal Description
13080283	508	100 HARBOUR RD	LOT 131, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080284	510	100 HARBOUR RD	LOT 132, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080285	512	100 HARBOUR RD	LOT 133, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080286	514	100 HARBOUR RD	LOT 134, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080287	516	100 HARBOUR RD	LOT 135, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080288	518	100 HARBOUR RD	LOT 136, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080289	520	100 HARBOUR RD	LOT 137, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080290	522	100 HARBOUR RD	LOT 138, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080291	524	100 HARBOUR RD	LOT 139, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080292	526	100 HARBOUR RD	LOT 140, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080293	528	100 HARBOUR RD	LOT 141, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080294	530	100 HARBOUR RD	LOT 142, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080295	638	100 HARBOUR RD	LOT 143, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080296	640	100 HARBOUR RD	LOT 144, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080297	642	100 HARBOUR RD	LOT 145, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080298	644	100 HARBOUR RD	LOT 146, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080299	646	100 HARBOUR RD	LOT 147, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080300	648	100 HARBOUR RD	LOT 148, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080301	650	100 HARBOUR RD	LOT 149, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080302	652	100 HARBOUR RD	LOT 150, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080303	654	100 HARBOUR RD	LOT 151, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080304	639	100 HARBOUR RD	LOT 152, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080305	637	100 HARBOUR RD	LOT 153, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080306	635	100 HARBOUR RD	LOT 154, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080307	633	100 HARBOUR RD	LOT 155, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080308	631	100 HARBOUR RD	LOT 156, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080309	629	100 HARBOUR RD	LOT 157, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080310	627	100 HARBOUR RD	LOT 158, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080311	625	100 HARBOUR RD	LOT 159, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080312	623	100 HARBOUR RD	LOT 160, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080313	621	100 HARBOUR RD	LOT 161, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080314	619	100 HARBOUR RD	LOT 162, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080315	617	100 HARBOUR RD	LOT 163, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080316	615	100 HARBOUR RD	LOT 164, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080317	613	100 HARBOUR RD	LOT 165, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080318	611	100 HARBOUR RD	LOT 166, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080319	609	100 HARBOUR RD	LOT 167, DISTRICT LOT 119, ESQUIMALT, VIS2360

Schedule B - Bylaw No. 19-045

Folio Number		Property Location	Legal Description
13080320	607	100 HARBOUR RD	LOT 168, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080321	605	100 HARBOUR RD	LOT 169, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080322	603	100 HARBOUR RD	LOT 170, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080323	601	100 HARBOUR RD	LOT 171, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080324	602	100 HARBOUR RD	LOT 172, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080325	604	100 HARBOUR RD	LOT 173, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080326	606	100 HARBOUR RD	LOT 174, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080327	608	100 HARBOUR RD	LOT 175, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080328	610	100 HARBOUR RD	LOT 176, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080329	612	100 HARBOUR RD	LOT 177, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080330	614	100 HARBOUR RD	LOT 178, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080331	616	100 HARBOUR RD	LOT 179, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080332	618	100 HARBOUR RD	LOT 180, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080333	620	100 HARBOUR RD	LOT 181, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080334	622	100 HARBOUR RD	LOT 182, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080335	624	100 HARBOUR RD	LOT 183, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080336	626	100 HARBOUR RD	LOT 184, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080337	628	100 HARBOUR RD	LOT 185, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080338	630	100 HARBOUR RD	LOT 186, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080339	738	100 HARBOUR RD	LOT 187, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080340	740	100 HARBOUR RD	LOT 188, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080341	742	100 HARBOUR RD	LOT 189, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080342	744	100 HARBOUR RD	LOT 190, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080343	746	100 HARBOUR RD	LOT 191, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080344	748	100 HARBOUR RD	LOT 192, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080345	750	100 HARBOUR RD	LOT 193, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080346	752	100 HARBOUR RD	LOT 194, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080347	754	100 HARBOUR RD	LOT 195, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080348	739	100 HARBOUR RD	LOT 196, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080349	737	100 HARBOUR RD	LOT 197, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080350	735	100 HARBOUR RD	LOT 198, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080351	733	100 HARBOUR RD	LOT 199, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080352	731	100 HARBOUR RD	LOT 200, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080353	729	100 HARBOUR RD	LOT 201, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080354	727	100 HARBOUR RD	LOT 202, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080355	725	100 HARBOUR RD	LOT 203, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080356	723	100 HARBOUR RD	LOT 204, DISTRICT LOT 119, ESQUIMALT, VIS2360

Schedule B - Bylaw No. 19-045

Folio Number		Property Location	Legal Description
13080357	721	100 HARBOUR RD	LOT 205, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080358	719	100 HARBOUR RD	LOT 206, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080359	717	100 HARBOUR RD	LOT 207, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080360	715	100 HARBOUR RD	LOT 208, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080361	713	100 HARBOUR RD	LOT 209, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080362	711	100 HARBOUR RD	LOT 210, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080363	709	100 HARBOUR RD	LOT 211, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080364	707	100 HARBOUR RD	LOT 212, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080365	705	100 HARBOUR RD	LOT 213, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080366	703	100 HARBOUR RD	LOT 214, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080367	701	100 HARBOUR RD	LOT 215, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080368	704	100 HARBOUR RD	LOT 216, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080369	706	100 HARBOUR RD	LOT 217, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080370	708	100 HARBOUR RD	LOT 218, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080371	710	100 HARBOUR RD	LOT 219, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080372	712	100 HARBOUR RD	LOT 220, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080373	714	100 HARBOUR RD	LOT 221, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080374	716	100 HARBOUR RD	LOT 222, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080375	718	100 HARBOUR RD	LOT 223, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080376	720	100 HARBOUR RD	LOT 224, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080377	722	100 HARBOUR RD	LOT 225, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080378	724	100 HARBOUR RD	LOT 226, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080379	726	100 HARBOUR RD	LOT 227, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080380	728	100 HARBOUR RD	LOT 228, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080381	823	100 HARBOUR RD	LOT 229, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080382	821	100 HARBOUR RD	LOT 230, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080383	819	100 HARBOUR RD	LOT 231, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080384	817	100 HARBOUR RD	LOT 232, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080385	815	100 HARBOUR RD	LOT 233, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080386	813	100 HARBOUR RD	LOT 234, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080387	811	100 HARBOUR RD	LOT 235, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080388	809	100 HARBOUR RD	LOT 236, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080389	807	100 HARBOUR RD	LOT 237, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080390	805	100 HARBOUR RD	LOT 238, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080391	803	100 HARBOUR RD	LOT 239, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080392	806	100 HARBOUR RD	LOT 240, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080393	808	100 HARBOUR RD	LOT 241, DISTRICT LOT 119, ESQUIMALT, VIS2360

Schedule B - Bylaw No. 19-045

Folio Number		Property Location	Legal Description
13080394	810	100 HARBOUR RD	LOT 242, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080395	812	100 HARBOUR RD	LOT 243, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080396	814	100 HARBOUR RD	LOT 244, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080397	818	100 HARBOUR RD	LOT 245, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080398	820	100 HARBOUR RD	LOT 246, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080399	822	100 HARBOUR RD	LOT 247, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080400	824	100 HARBOUR RD	LOT 248, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080401	826	100 HARBOUR RD	LOT 249, DISTRICT LOT 119, ESQUIMALT, VIS2360
13080402	828	100 HARBOUR RD	LOT 250, DISTRICT LOT 119, ESQUIMALT, VIS2360

City of Victoria
Certified Petition - Alternative Approval Process
Business Improvement Area Bylaw, 2015

Counter Petition - Business Improvement Area Bylaw 19-045

FOLIO NUMBER	PROPERTY LOCATION	2019 ASSESSED VALUE	LEGAL DESCRIPTION	
15171161	1609 Blanshard	$3,258,100	LOT 1 PLAN VIP72894 VICTORIA SUBURBAN LOT A	
01026016	759 Courtenay	$1,205,300	LOT 1, SECTION 88, VICTORIA PLAN 74954	
01036004	1005 Broad	$7,825,000	BOUNDARIES OF BROAD STREET	
01015016	732 Caledonia	392,000	LOT 4 OF LOTS 737 & 738 VICTORIA vis5569	
01015013	734 Caledonia	$917,000	LOT 1 OF LOTS 737 & 738 VICTORIA vis5569	
01040010	1215 Broad	$3,754,000	LOT B (DD A36035) OF LOTS 638 & 639, VICTORIA, PLAN 2779	
01048006	1850 Douglas	$5,443,000	LOT A PLAN 38222 VICTORIA OF LOTS 139 158 & 163	
01022009	753 Yates	$769,000	LOT 157, VICTORIA	
01025022	980 Blanshard	$22,893,000	LOT 141	
01064005	535 Yates	$4,856,000	LOT C PLAN VIP68735 VICTORIA OF LOT 455	
01037014	102-608 Broughton	$1,429,000	LOT 1 OF LOT 121A VICTORIA, EPS1336	
01015016	752 Caledonia	$721,000	THE SOUTH 72 FT OF LOT 740, VICTORIA	
01035001	617 Broughton	$14,189,000	LOT A, OF LOTS 229, 230, 235-237 AND 525, VICTORIA, PLAN 14044	
01023014	728 Fort	$1,692,000	LOT 50 VICTORIATHE EASTERLY 31.25 FT OF LOT 51 EXCEPT THE SOUTHERLY 8 FT THEREOF	
01022017	716 View	$786,000	LOT 2 OF 4, VICTORIA, PLAN 22063	
01045006	618-620 Johnson	$ 2,309,000.00	LOT B OF LOTS 657 & 658, VICTORIA, PLAN 7492	
	Total Assessed Value of Petition	$72,438,400	Total Number of Properties on Petition	16
	Total Assessed Value of DVBIA	$1,710,147,040	Total Number of Properties in DVBIA	775
	Percent of Total Assessed Value of Petition	4.2%	Percent of Total Number of Properties on Petition	2.1%

Certified by:

Chris Coates
City Clerk
July 2, 2019

I certify that the petition raised through the Alternative Approval Process for *Business Improvement Area Bylaw, 19-045* is not sufficient to prevent the Council from adopting this bylaw.

CITY OF VICTORIA

Committee of the Whole Report
For the Meeting of July 11, 2019

To:	Committee of the Whole	**Date:**	July 2, 2019
From:	Chris Coates, City Clerk Susanne Thompson, Deputy City Manager/Chief Financial Officer		
Subject:	Royal Theatre Service Establishment Amendment Bylaw No. 4299 McPherson Theatre Service Establishment Amendment Bylaw No. 4300		

RECOMMENDATION
That Council direct staff to advise the Capital Regional District staff that the City requests the CRD convene a meeting with Victoria, Saanich and Oak Bay staff to discuss funding arrangements for the Royal Theatre Service.

EXECUTIVE SUMMARY
The Capital Regional District established the Royal Theatre Service and the McPherson Theatre Service. These facilities are operated and managed by the Royal and McPherson Theatres Society. Participants in the Royal Theatre Service are the City, Saanich and Oak Bay. The City is the lone participant on the McPherson Theatre Service. The purpose of this report is to bring forward the request from the Capital Regional District (CRD) Board for amendments to the Service Establishment Bylaws for these CRD Services.

Funding for both services is raised by the CRD Requisition and is not a component of the City's budget directly. Funding authority is in accordance with the Service Establishment Bylaws, (Bylaw 2685 for the McPherson and Bylaw 2587 for the Royal) attached as Appendices A and B. The Royal is based on proportionate share of 50% population and 50% assessment. The maximum annual requisition is capped at $580,000 ($480,000 for Capital improvements and $100,000 for operating costs) shared between the participants. The City as sole participant in the McPherson Service pays all costs which are capped at $750,000 per year ($400,000 for capital and $350,000 for operating). There is no apportionment method in the existing Bylaw, and as such, no mechanism to apportion costs should additional participants enter the service.

The amendments proposed specific to the Royal Theatre are to change the taxation methodology, starting in 2020, from a split of 50% assessment and 50% population to assessment only. In addition, the cap of 580,000 would be lifted and capped at the greater of 580,000 or a maximum rate of 0.0079 per thousand of taxable assessments for the Royal. This would see the total taxation revenue able to increase over time based on assessment growth.

The amendments proposed for the McPherson Theatre Service utilize the same taxation methodology but also provide a very important mechanism to apportion costs to new service participants, should any join. This was not part of the initial Service Establishment Bylaw. This is an

important aspect and one that is integral to Council's ongoing interest in seeking additional service participants for the McPherson.

As well the current arrangements that separate capital and operating costs and place limits on the maximum funds for each is something that may warrant further discussion as the proposed amendments don't distinguish between the two so funds could be fully directed to either purpose (capital or operating).

The taxation methodology of shifting to a fully assessment based approach, and a softening of the cap is the issue that may warrant discussion amongst the participants. While Oak Bay has consented to the Royal Service Bylaw amendment, Saanich has not. A two/thirds majority of participants is required to enable the CRD Board to adopt the Bylaw.

Staff suggest a discussion with senior staff of the CRD and Service Participants may be helpful to both understand the purpose of the proposed changes and/or to provide alternatives that can be more widely accepted by all participants.

PURPOSE

The purpose of this report is to bring forward the CRD Board's request for consideration of consenting to the adoption of the two Service establishment Amendment Bylaws addressing the taxation methodology for the Royal Theatre Service and the McPherson Theatre Service

BACKGROUND

The CRD has established both the McPherson Theatre Service where the City is the sole participant, as well as the Royal Theatre Service where the participants are the City, and the Districts of Saanich and Oak Bay. These facilities are operated by the Royal and McPherson Theatres Society. The establishing Bylaws for these two services are attached as Appendices A and B. In order for the Board to adopt the Royal Theatre Bylaw, two-thirds of the participants must consent. As the sole participant in the McPherson Service only the City weighs in.

The CRD is proposing the following changes:

Royal Theatre

To alter the way in which costs are apportioned amongst the participants, by changing from the current methodology of 50% assessment and 50% population to a fully assessment-based approach; and to lift the $580,000 annual funding cap to the greater of $580,000 or a rate of 0.0079 per thousand of taxable assessments of the participants.

McPherson Theatre

To establish a cost allocation method should additional service participants join this service, and have that method be based on assessments of the participant(s). The maximum requisition remains unchanged at $750,000.

For both Services the maximum requisition amount of $750,000 for the McPherson and $580,000 had limitations on funds directed for capital improvements versus operating Costs. The McPherson is $400,00 for capital and $350,000 for operating. The Royal is $480,000 for capital and $100,000 for operating. At this point it is not identified as to the rationale behind this change.

For further information, the correspondence from the CRD is attached as Appendix C, the CRD Staff reports on this subject are attached as Appendix D and the proposed Bylaws being considered as Appendix E.

ISSUES AND ANALYSIS

Council has a stated objective, and has been working to seek additional participants in the McPherson Service. The amendment to the McPherson Service Bylaw to create a funding mechanism to apportion costs if additional participants join, is very important, and very consistent with Council's interest with respect to the McPherson Service. The cost allocation method is the issue staff raise in relation to both proposed amendments as theatres are a user-based services, and population is generally a more significant driver and perhaps a more appropriate to use as a basis to fund than is strictly the assessment base.

In terms of the proposed change, there are impacts on the Royal Service should the Bylaws receive the required 2/3rds consent. A switch from a split of population and assessment can result in higher ongoing costs based upon the assessment growth of a participant relative to the others. The immediate impact of the change proposed on the Royal Service would be a decrease in the amount funded by the city taxpayers for 2020 based on 2019 assessments of approximately $19,000 in 2019. The concern is over the longer term that should the City's assessment grow at a higher rate, particularly commercial assessment, city taxpayers could end up paying a higher percentage of the costs.

Oak Bay has provided its consent to the changes while Saanich is requesting changes to the methodology to place a limit on the maximum requisition to the greater of the previous maximum or the previous maximum plus a fixed percentage above that. In view of this, the City's decision would determine the outcome of the proposed changes by providing or withholding consent.

OPTIONS AND IMPACTS

Option 1 – Consent to the Adoption of the Bylaws

This option proposed to accept changes to both Services and move forward under the new approach. This City taxpayers would pay somewhat less per year but there is greater risk for higher fluctuation in future years.

Option 2 – Request the CRD Convene a meeting of the Senior Staff of theParticipants to jointly discuss ideas to fund the Service. (*Recommended)*

This option is an opportunity to have a more involved conversation with the participants about how the service is funded, as well as an opportunity for further discussions about additional participants in the McPherson Service.

Accessibility Impact Statement

There are no specific accessibility issues arising out of the funding alternatives for the Services

2019-2023 Strategic Plan

The Royal and McPherson Theatres are significant contributors to the arts and culture of the City and the region. Their continued, sustainable operations are consistent with overarching objectives of the Strategic Plan.

Impacts on 2019-2023 Financial Plan

Any changes to the way in which taxes are requisitioned by the CRD does not have a direct impact on the City's financial plan as the CRD Requisition does not flow though the City's budget and is a separate line item on the tax notice. As noted above, the proposed change will result in lower CRD tax paid by city taxpayers initially based on 2019 assessments. Nevertheless, there is concern that shifts could occur based on assessment changes that would impact city taxpayers more adversely

over the longer term.

CONCLUSION

Council continues to pursue additional participants to offset costs to the City for the McPherson Theatre Service while three municipalities share in the cost of the Royal Theatre. The proposed changes to the taxation methodology may have a negative financial impact on city taxpayers over the longer term by shifting from a population and assessment basis to strictly the assessment basis and moves away from one that may be more representative of a user-based service. Council may consider that suggesting a more in-depth discussion amongst staff of the existing participants may offer both insights into the reason for the proposed change, and the opportunity for a more widely accepted solution.in the short term.

Respectfully submitted,

Chris Coates
City Clerk

Susanne Thompson
Deputy City Manager/Chief Financial Officer

Report accepted and recommended by the City Manager:

Date: July 5, 2019

Appendix A - Royal Theatre Service Establishment Bylaw No. 2587
Appendix B - McPherson Theatre Service Establishment Bylaw No.2685
Appendix C - CRD Correspondence dated May
Appendix D - CRD Staff Reports
Appendix E – Royal Theatre Bylaw 4299, McPherson Theatre Bylaw 4300

CAPITAL REGIONAL DISTRICT

BYLAW NO. 2587

****

A BYLAW TO ESTABLISH THE OPERATION OF THE
ROYAL THEATRE AS A LOCAL SERVICE

****

WHEREAS by Letters Patent, Division XI, dated February 15, 1974, as amended by further Supplementary Letters Patent, the Capital Regional District was granted the function of purchasing, maintaining, equipping, operating and selling the Royal Theatre in Victoria, British Columbia and, pursuant to that authority, sold the Royal Theatre to the City of Victoria, the District of Saanich and the District of Oak Bay.

AND WHEREAS the Board of the Capital Regional District wishes to reacquire the Royal Theatre from the City of Victoria, the District of Saanich and the District of Oak Bay and to exercise the function granted to it by the Letters Patent in accordance with Part 21 of the *Municipal Act* subject to all the terms and conditions contained in the Letters Patent and including all the powers granted by the Letters Patent;

AND WHEREAS the Board of the Capital Regional District wishes to proceed under section 775 of the *Municipal Act* and establish the service as a local service by bylaw under sections 775(4) and 806 of the *Municipal Act*;

AND WHEREAS the Board of the Capital Regional District has obtained the consent of the Councils of the City of Victoria, the District of Saanich and the District of Oak Bay.

NOW THEREFORE the Regional Board of the Capital Regional District in open meeting assembled enacts as follows:

Local Service

1. The function of purchasing, maintaining, equipping, operating and selling the Royal Theatre in Victoria, British Columbia granted to the Capital Regional District by Letters Patent, Division XI, is hereby converted to a local service for pleasure, recreation and community use and includes, without limitation, all facilities and concessions associated with the Royal Theatre and a parking lot.

Boundaries

2. The boundaries of the service area shall be the boundaries of the City of Victoria, the District of Saanich and the District of Oak Bay.

Participating Area

3. The City of Victoria, the District of Saanich and the District of Oak Bay are the participating areas for this local service.

Cost Recovery

4. The annual costs for the local service, net of grants and other revenues shall be recovered by one or more of the following:

   a) the requisition of money under section 822 of the *Municipal Act* to be collected by a property value tax to be levied and collected under section 824(1) of the *Municipal Act*,

   b) the imposition of a parcel tax imposed under section 824(2) of the *Municipal Act*; and

   c) the imposition of fees and other charges that may be fixed by separate bylaw

Maximum Requisition

5. The maximum amount that may be requisitioned under section 816(1) of the *Municipal Act* for the annual cost of the local service will be:

   a) for capital expenditures including but not limited to, the renovation, reconstruction or rebuilding of a performing arts theatre, machinery and equipment, reserve fund transfers and annual debt servicing payments. the maximum amount will be Four Hundred and Eighty Thousand (480,000) Dollars.

   b) for annual operating expenditures which may also include expenditures of a nature referred to in a) above, the maximum amount will be One Hundred Thousand (100,000) Dollars.

Apportionment

6.(1) In this section the following definitions apply:

population means the population for each municipality most recently published by the Province of British Columbia, Ministry of Finance and Corporate Affairs

grantable crown land means land and improvements owned by the crown or an agent of the crown in the previous year if the municipality received a grant in lieu of taxes for that land and improvements in the year before the current year and where the grant in lieu of taxes was equal to the property tax that would have been payable under section 331(1)(a), (b) and (c) if the land and improvements were not Crown Land

grantable crown land value means for grantable crown land owned by:

a) the Province of British Columbia, excluding land owned by the British Columbia Hydro and Power Authority, the previous year's assessed value under the *Assessment Act*
b) the British Columbia Hydro and Power Authority, the assessed value under the *Assessment Act*, 2 years previous to the current year
c) the Government of Canada, the value of land and improvements, 2 years previous to the current year

net taxable value of land and improvements means the prior year's net taxable value of land and improvements for general municipal purposes under the *Assessment Act*
converted value of land and improvements means, within each municipality, the net taxable value of land and improvements multiplied by the percentages listed below for each property class added to the grantable crown land values multiplied by the percentages listed below for each property class:

Class of Property	Multiple
1	10 %
2	35 %
3	40 %
4	34 %
5	34 %
6	24.5 %
7	30 %
8	10 %
9	10 %

6.(2) The amount of the annual operating and capital costs recovered by requisition shall be apportioned among the participants on the basis of:

a) 50% on the basis of the converted value of land and improvements as defined above.
b) 50% on the basis of population as defined above

Grants in Lieu of Taxes

For the purpose of 814 (4), (5) and (6) of the *Municipal Act* funds paid to the Regional District in respect of the local service will be held to the credit of the participant making the payment.

Committee and Operation

8.(1) Despite sections 2 and 16 of the Letters Patent, the Board of the Regional District may maintain, operate, equip and sell the Royal Theatre in accordance with the applicable provisions of the *Municipal Act*.

(2) Despite sections 5 to 15 of the Letters Patent, the Board of the Regional District may by bylaw provide for the establishment of a committee for the purpose of managing the administration and operation of the Royal Theatre and may, in relation to the committee, exercise the powers of the Regional Board under section 795(2) of the *Municipal Act*.

Citation

9. This Bylaw may be cited as "Royal Theatre Local Service Area Establishment Bylaw No 1, 1998".

READ A FIRST TIME THIS	11th	day of	February	1998
READ A SECOND TIME THIS	11th	day of	February	1998
READ A THIRD TIME THIS	11th	day of	February	1998
APPROVED BY THE INSPECTOR OF MUNICIPALITIES THIS	6th	day of	March	1998
ADOPTED THIS	25th	day of	March	1998

Jacques Campbell
CHAIR

Carmen Thiel
SECRETARY

Filed with the Inspector of Municipalities this 27th day of March 1998

CAPITAL REGIONAL DISTRICT

BYLAW NO. 2685

****

A BYLAW TO ESTABLISH THE OPERATION OF THE MCPHERSON PLAYHOUSE AS A LOCAL SERVICE

****

WHEREAS:

A. A Regional District may, by bylaw, establish a local service under Section 798 (1)(f) of the *Municipal Act* to provide services for pleasure, recreation and other community use;

B. The Regional Board of the Capital Regional District wishes to establish a local service for the purpose of purchasing, maintaining, equipping and operating the McPherson Playhouse in Victoria, British Columbia;

C. The approval of the Inspector of Municipalities is required under Section 807 (1)(a) of the *Municipal Act*;

D The Regional Board has obtained the consent of the Council of the City of Victoria as required under Sections 807(2)(a)(ii) and 810(1) and (2) of the *Municipal Act*;

NOW THEREFORE the Board of the Capital Regional District in open meeting assembled, ENACTS AS FOLLOWS:

Local Service

1. The Capital Regional District hereby establishes a local service for pleasure, recreation and community use, and includes, without limitation, the McPherson Playhouse and all facilities and concessions associated with the McPherson Playhouse

Boundaries

2. The boundaries of the local Service Area shall be coterminous with the boundaries of the City of Victoria.

Participating Area

3. Only the City of Victoria is a participating area for this Local Service.

Cost Recovery

4. The annual costs for the local service, net of grants and other revenues shall be recovered by one or more of the following:

   a) the requisition of money under section 822 of the *Municipal Act* to be collected by a property value tax to be levied and collected under section 824(1) of the *Municipal Act*,

   b) the requisition of money under Section 822 of the *Municipal Act* to collected by the imposition of a parcel tax imposed under section 824(2) of the *Municipal Act*; and

   c) the imposition of fees and other charges that may be fixed by separate bylaw

Maximum Requisition

5. The maximum amount that may be requisitioned under section 816(1) of the *Municipal Act* for the annual cost of the local service will be:

   a) for capital expenditures including but not limited to, the renovation, reconstruction or rebuilding of a performing arts theatre, machinery and equipment, reserve fund transfers and annual debt servicing payments. The maximum amount will be Four Hundred Thousand (400,000) Dollars.

   b) for annual operating expenditures which may also include expenditures of a nature referred to in a) above, the maximum amount will be Three Hundred Fifty Thousand (350,000) Dollars.

Apportionment

6. No apportionment of costs is necessary because there is only one participating area.

Committee and Operation

7 The Board of the Regional District will establish a committee for the purpose of managing the administration and operation of the McPherson Playhouse under Sections 798(9) and 616 of the *Municipal Act*.

8 This bylaw may be cited as "McPherson Playhouse Local Service Area Establishment Bylaw No 1, 1999".

READ A FIRST TIME THIS	27th	day of	January	1999
READ A SECOND TIME THIS	27th	day of	January	1999
READ A THIRD TIME THIS	27th	day of	January	1999
APPROVED BY THE INSPECTOR OF MUNICIPALITIES THIS	5th	day of	March	1999
ADOPTED THIS	10th	day of	March	1999

CHAIR

SECRETARY

FILED WITH THE INSPECTOR OF MUNICIPALITIES THIS 15TH DAY OF MARCH 1999

Making a difference...together

Capital Regional District
625 Fisgard Street, PO Box 1000,
Victoria, BC, Canada V8W 256

T: 250.360.3000
www.crd.bc.ca

May 16, 2019 (Via Email)

Mr. Chris Coates
City Clerk
1 Centennial Square,
Victoria, BC V8W 1P6

Dear Mr. Coates:

RE: CRD Bylaws No. 4299 and 4300

Enclosed please find copies of CRD Bylaws No. 4299 and 4300, given third reading by the CRD Board on May 8, 2019. The purpose of the bylaws is to update the apportionment method for both the Royal Theatre and the McPherson Playhouse.

Please place CRD Bylaws No. 4299 and 4300 on your next Council agenda with a request to give consent to the adoption of the bylaw in accordance with section 346 of the *Local Government Act*.

The attached reports, originally presented to the Royal & McPherson Theatres Society Advisory Committee, dated April 23, 2019, provide background information.

For questions regarding the bylaw, please call Mr. James Lam, Manager, Arts Development (Tel 250.360.3205).

Yours sincerely,

Emilie Gorman
Manager, Legislatives & Deputy Corporate Officer
Corporate Services

CC:
James Lam, Manager, Arts Development, CRD
Nelson Chan, Chief Financial Officer, CRD
Kristen Morley, General Manager, Corporate Services & Corporate Officer, CRD

Encl.
Bylaws 4299 and 4300
Parent Bylaws 4587 and 2685
Staff Reports

Making a difference...together

REPORT TO THE ROYAL & McPHERSON THEATRES SERVICES ADVISORY COMMITTEE MEETING OF TUESDAY, APRIL 23, 2019

SUBJECT **Bylaw No. 4299: Royal Theatre Local Service Area Establishment Bylaw No 1, 1998, Amendment Bylaw No. 1, 2019**

ISSUE

The Royal and McPherson Services Advisory Committee (RMTSAC) requested draft amendments to Bylaw 2587 to update the apportionment method from a) the use of the Inter-Municipal formula to the use of BC Assessments, and b) define the maximum requisition as the greater of either $580,000, or funds raised based on 0.00790 per $1000 assessment.

BACKGROUND

At their March 12, 2019 meeting the RMTSAC directed staff to provide a draft amendment to Bylaw 2587 that would:

a) update the apportionment method from the use of the Inter-Municipal formula to the use of BC Assessments, and
b) define the maximum requisition as the greater of either a)$580,000, or b) funds raised based on 0.00790 per $1000 assessment.

The rate of 0.00790 would raise $580,000 based on 2019 assessments and, assuming growth in assessments, will provide the potential for increased funding of the Royal Theatre going forward.

Following a discussion the RMTSAC requested two versions of the amending bylaw, both containing the above amendments, with:

- version 1 to contain spending restrictions, in the current ratio, on operating and capital
- version 2 to omit restrictions on operating and capital

The intent of version 1 is to maintain capital needs as part of the bylaw. Version 2 would enable funding but leave decisions on the allocation of operating and capital to the budget process.

In their research, staff were advised by CRD Legislative Services that amending a bylaw to include such provisions as proposed in version 1 would not conform to current practice, as such decisions are integral to the planning and budget processes. Concerns related to responsibility for capital maintenance and improvement of the Royal Theatre are detailed in the management contract between the CRD and The Royal & McPherson Theatres Society, effective through December 2023.

In consideration of the above information, only version 2 of the amended bylaw, incorporating the requested changes and without restrictions on operating and capital, is provided for the consideration of the RMTSAC.

ALTERNATIVES

Alternative 1
That the Royal and McPherson Theatre Society Advisory Committee recommend to the Governance and Finance Committee:
That the Governance and Finance Committee recommend to the Capital Regional District Board:
1. That Bylaw No. 4299, Royal Theatre Local Service Area Establishment Bylaw No 1, 1998, Amendment Bylaw No. 1, 2019, be read a first, second, and third time.
2. That staff be directed to commence a consent approval process with the participants.

Alternative 2
That this report be received for information.

IMPLICATIONS

Financial
2020 is the first year the amendment will come into effect. There is no financial impact in 2020 as both clauses of the maximum requisition will raise $580,000. The potential requisition will increase in subsequent years if assessments increase. Regardless of the potential requisition, actual funding is dependent on Committee approval within the budget process.

CONCLUSION

This bylaw amendment fulfils the request of the RMTSAC and provides flexibility in the potential level of funding available for the support of the Royal Theatre by:

1. updating the apportionment method from the Inter-Municipal Formula to the use of BC Assessments
2. changing the maximum requisition to the greater of $580,000 or a potential amount based on assessments using a factor per $1000/assessments.

Accountability for capital maintenance is addressed in the management contract between the CRD and RMTS.

RECOMMENDATION

That the Royal and McPherson Theatre Society Advisory Committee recommend to the Governance and Finance Committee:
That the Governance and Finance Committee recommend to the Capital Regional District Board:
1. That Bylaw No. 4299, Royal Theatre Local Service Area Establishment Bylaw No 1, 1998, Amendment Bylaw No. 1, 2019, be read a first, second, and third time.
2. That staff be directed to commence a consent approval process with the participants.

Submitted by:	James Lam, Manager, Arts and Culture
Concurrence:	Nelson Chan, MBA, CPA, CMA, Chief Financial Officer
Concurrence:	Kevin Lorette, P.Eng., MBA, A/Chief Administrative Officer

JL:nm
Attachments: Appendix A, Bylaw No. 4299
Appendix B, Bylaw No. 2587

Making a difference...together

19-410

REPORT TO THE ROYAL & McPHERSON THEATRES SERVICES ADVISORY COMMITTEE MEETING OF TUESDAY, APRIL 23, 2019

SUBJECT **Bylaw No. 4300: McPherson Playhouse Local Service Area Establishment Bylaw No 1, 1999, Amendment Bylaw No. 1, 2019**

ISSUE

The Royal and McPherson Services Advisory Committee (RMTSAC) requested a draft amendment to Bylaw 2685 that would provide an apportionment method, using BC Assessments, to enable the estimation of cost sharing for potential new participants to the service.

BACKGROUND

At their March 12, 2019, meeting the RMTSAC directed staff to provide draft amendments to Bylaw 2685 to:

- provide an apportionment method that would allow the estimation of cost sharing for potential new participants in the Service.

Although there is a City of Victoria initiative to encourage additional participants in the McPherson Playhouse Service, the current Bylaw contains no apportionment method and therefore no means by which to calculate cost sharing for a jurisdiction wishing to join the Service. Amending the Bylaw as proposed provides this means. The maximum requisition remains unchanged at Seven Hundred and Fifty Thousand (750,000) Dollars.

Staff noted that the existing Bylaw currently contains restrictions on the use of funds as it relates to operating and capital. CRD Legislative Services has advised that amending a bylaw that included such restrictions would not conform to current practice as such allocations are typically determined within planning and budget processes.

If the priority is to enable the estimation of cost sharing by potential new partners then the amendment provides this ability. Allocation of operating and capital expenses remains under the oversight of the RMTSAC, Governance & Finance Committee, and the CRD Board through the budget approval process.

If the priority is to maintain restrictions on operating and capital within the Bylaw then the existing Bylaw can be maintained.

ALTERNATIVES

Alternative 1
That the Royal and McPherson Theatre Society Advisory Committee recommend to the Governance and Finance Committee:
That the Governance and Finance Committee recommend to the Capital Regional District Board:

1. That Bylaw No. 4300, McPherson Playhouse Local Service Area Establishment Bylaw No 1, 1999, Amendment Bylaw No. 1, 2019, be read a first, second, and third time.
2. That staff be directed to commence a consent approval process with the participants.

Alternative 2
That this report be received for information.

IMPLICATIONS

Financial
There is no change to the maximum requisition. Amendments would leave the allocation of operating and capital costs to the budget approval process.

CONCLUSION

This bylaw amendment fulfills the request of the RMTSAC by:

- providing a method to estimate cost sharing for the service using BC Assessments.

The amendment maintains the current maximum requisition of $750,000; however, in accordance with current practice the amendment does not include restrictions on operating and capital allocation, leaving these decisions to be addressed within the budget process.

RECOMMENDATION

That the Royal and McPherson Theatre Society Advisory Committee recommend to the Governance and Finance Committee:
That the Governance and Finance Committee recommend to the Capital Regional District Board:
1. That Bylaw No. 4300, McPherson Playhouse Local Service Area Establishment Bylaw No 1, 1999, Amendment Bylaw No. 1, 2019, be read a first, second, and third time.
2. That staff be directed to commence a consent approval process with the participants.

Submitted by:	James Lam, Manager, Arts and Culture
Concurrence:	Nelson Chan, MBA, CPA, CMA, Chief Financial Officer
Concurrence:	Kevin Lorette, P.Eng., MBA, A/Chief Administrative Officer

Attachment: Appendix A, Bylaw No. 4300
Appendix B, Bylaw No. 2685

CAPITAL REGIONAL DISTRICT

BYLAW NO. 4299

A BYLAW TO AMEND BYLAW NO. 2587, BEING "A BYLAW TO ESTABLISH THE OPERATION OF THE ROYAL THEATRE AS A LOCAL SERVICE"

The Board of the Capital Regional District in open meeting assembled enacts as follows:

1. Bylaw No. 2587, "A Bylaw to Establish the Operation of the Royal Theatre As a Local Service," is amended as follows:

   a) By deleting Sections 4, 5 and 6 in their entirety and substituting the following:

   Cost Recovery

   4. The annual costs for the Service may be recovered by one or more of the following:

      a) by the requisition of money under Section 385 of the *Local Government Act* to be collected by a property value tax, based on land and improvements levied and collected under Section 386 of the *Local Government Act*;
      b) fees and charges imposed under Section 397 of the *Local Government Act*;
      c) revenues raised by other means authorized under the *Local Government Act* or another Act; or
      d) revenues received by agreement, enterprise, gift, grant or otherwise.

   Maximum Requisition

   5. In accordance with Section 339 (1)(e) of the *Local Government Act*, the maximum amount that may be requisitioned annually for the cost of the Service is the greater of:
      a) five hundred eighty thousand ($580,000); or
      b) An amount equal to the amount that could be raised by a property value tax rate of $0.00790 per One Thousand Dollars ($1,000) that, when applied to the net taxable value of land and improvements in the Service Area.

   Grants in Lieu of Taxes

   6. For the purpose of 389 of the *Local Government Act* funds paid to the Regional District in respect of the local service will be held to the credit of the participant making the payment.

2. That subsequent sections be renumbered appropriately.

3. This bylaw may be cited for all purposes as "Royal Theatre Local Service Area Establishment Bylaw No. 1, 1998, Amendment Bylaw No. 1, 2019".

READ A FIRST TIME this 8th day of May 2019

READ A SECOND TIME this 8th day of May 2019

READ A THIRD TIME this 8th day of May 2019

CONSENTED TO BY AT LEAST TWO THIRDS of the City of Victoria, the District of Saanich, and the District of Oak Bay

APPROVED BY THE
INSPECTOR OF MUNICIPALITIES THIS day of 2019

ADOPTED this day of 2019

_____ _____

CHAIR CORPORATE OFFICER

FILED WITH THE
INSPECTOR OF MUNICIPALITIES THIS day of 2019

CAPITAL REGIONAL DISTRICT

BYLAW NO. 4300

A BYLAW TO AMEND BYLAW NO. 2685, BEING "A BYLAW TO ESTABLISH THE OPERATION OF THE MCPHERSON PLAYHOUSE AS A LOCAL SERVICE"

The Board of the Capital Regional District in open meeting assembled enacts as follows:

1. Bylaw No. 2685, "A Bylaw to Establish the Operation of the McPherson Playhouse As a Local Service," is amended as follows:

   a) By deleting Sections 4, 5 and 6 in their entirety and replacing it with the following:

   Cost Recovery

   4. The annual costs for the Service may be recovered by one or more of the following:

   a) by the requisition of money under Section 385 of the *Local Government Act* to be collected by a property value tax, based on land and improvements levied and collected under Section 386 of the *Local Government Act*;

   b) fees and charges imposed under Section 397 of the *Local Government Act*;

   c) revenues raised by other means authorized under the *Local Government Act* or another Act; or

   d) revenues received by agreement, enterprise, gift, grant or otherwise.

   Maximum Requisition

   5. In accordance with Section 339 (1)(e) of the *Local Government Act*, the maximum amount that may be requisitioned annually for the cost of the Service is that raised by a property value tax rate per One Thousand Dollars ($1,000) that, when applied to the net taxable value of land and improvements in the Service Area, will yield a maximum of Seven Hundred Fifty Thousand (750,000) dollars.

2. That subsequent sections be renumbered appropriately.

3. This bylaw may be cited for all purposes as "McPherson Playhouse Local Service Establishment Bylaw No. 1, 1999, Amendment Bylaw No. 1, 2019".

READ A FIRST TIME this	8th	day of	May	2019
READ A SECOND TIME this	8th	day of	May	2019
READ A THIRD TIME this	8th	day of	May	2019

CONSENTED TO BY the City of Victoria

APPROVED BY THE
INSPECTOR OF MUNICIPALITIES THIS day of 2019

ADOPTED this day of 2019

_____ _____

CHAIR CORPORATE OFFICER

FILED WITH THE
INSPECTOR OF MUNICIPALITIES THIS day of 2019

Council Member Motion
Committee of the Whole Meeting of July 11th, 2019

Date: July 3, 2019

From: Councillor J. Loveday

Subject: Establishing a Lobbying Regulation System for Municipal Government

---

Background:

Richmond City Council at its Regular Council meeting held on Monday, June 24, 2019 adopted the following resolution which will be forwarded to UBCM for consideration:

> Whereas the BC Lobbyists Registration Act (LRA) requires individuals and organizations who lobby public office holders and meet specific criteria to register their lobbying activities in an online public registry; and
>
> Whereas the goal of the BC Lobbyists Registration Act (LRA) is to promote transparency in lobbying and government decision-making;
>
> Therefore be it resolved that UBCM request that a lobbying regulation system for municipal government, similar to the provincial mechanism under the BC Lobbyists Registration Act, be established.

This resolution from Richmond City Council aligns with the City of Victoria's 2020 Strategic Priority of "Creating a Lobbying Registry".

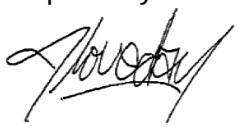
Therefore, it is recommended that the City of Victoria express support for Richmond City Council's resolution advocating for the creation of a lobbying regulation system for municipal governments.

Recommendation:

That Council support the position of Richmond City Council that a lobbying regulation system for municipal government, similar to the provincial mechanism under the BC Lobbyists Registration Act, be established

And that Council request the Mayor write Richmond Council and the Union of BC Municipalities to express the City of Victoria's support for this resolution.

Respectfully submitted,



Councillor Jeremy Loveday

Council Member Motion
Committee of the Whole Meeting of July 11, 2019

Date: July 5, 2019

From: Councillor Sharmarke Dubow

Subject: Bill 21 Secularism Legislation

Background:

The City of Victoria is a culturally diverse place – we are home to culturally diverse neighbourhoods that are honoured and our city is especially honoured to sit on the homelands of the Songhees and Esquimalt People where people have lived and welcomed newcomers for thousands of years.

Recently, the Province of Quebec enacted An Act Respecting the Laicity of the State (also known as Bill 21), which prohibits the wearing of religious symbols, including turbans, hijabs, Kippa and many others, by public service employees or employees of municipal or other publicly funded bodies. This legislation, although presented as promoting religious neutrality of the state, is a thinly vailed attack on religious and cultural traditions of religious minorities. It is contrary to Canadian values, which include freedom of religion and acceptance of diversity.

The National Council of Canadian Muslims (NCCM) and the Canadian Civil Liberties Association (CCLA) have initiated a constitutional challenge of the new law in the courts.

Whereas the City of Victoria consists of a diverse community, many of whom wear religious symbols including turbans, hijabs, Kippa, the cross and many others; and

Whereas the fundamental right of religious freedom is enshrined by Canadian constitutional protections; and

Whereas the City of Victoria stands firmly to support religious freedom; and

Whereas Victoria stands for diversity and Canadian multiculturalism and Council bears a responsibility to stand up in defence of the Canadian multicultural mosaic;

Therefore Be It Resolved That the City of Victoria supports in principle the National Council of Canadian Muslims (NCCM) and the Canadian Civil Liberties Association (CCLA) in their legal challenge against Bill 21 in Quebec.

Respectfully submitted,

Councillor Sharmarke Dubow

WORLD SIKH ORGANIZATION OF CANADA
Head Office • 1181 Cecil Avenue • Ottawa, Ontario, Canada • K2H 7Z6 • Phone (416) 904-9110
Email: info@worldsikh.org • Website: www.worldsikh.org

July 5, 2019

Mayor Lisa Helps
City Hall
1 Centennial Square
Victoria, BC V8W 1P6

VIA EMAIL: mayorandcouncil@victoria.ca

Dear Mayor Helps,

Re. *Support on Quebec's Bill 21*

We are writing to request your support and solidarity in opposing the recently passed Bill 21in Quebec. Bill 21- *An Act respecting the laicity of the State* was passed on June 16, 2019 by the Coalition Avenir Quebec government, banning the wearing of religious symbols. Bill 21 restricts the wearing of 'religious symbols' by public servants in positions of authority such as police officers, judges, prosecutors and also school teachers and principals, among others. The Government of Quebec has also invoked the notwithstanding clause, allowing it to override freedom of religion protections enshrined in the Canadian Charter of Rights & Freedoms.

The passing of Bill 21 primarily effects members of the Sikh, Muslim and Jewish communities. The law forbids the wearing of 'religious symbols', vaguely defined as as "clothing, symbol, jewelry, ornament, accessory or headgear that is worn in connection with a religious conviction or belief and can reasonably be considered as referring to a religious affiliation."

The law will be enforced by 'inspectors' who will supervise compliance with the secularism law and impose corrective measures- targeted employee can be subject to disciplinary measures for failing to comply.

We believe that the passing of Bill 21 is a human rights crisis that must be addressed by all Canadians. This attack on religious freedoms and minority communities is unprecedented in Canada. We request that the City of Victoria stand in solidarity with those opposing Bill 21 and also support the legal challenge against the bill. The City of Brampton recently passed a unanimous motion to this effect and we understand other cities in Canada are considering similar motions.

We look forward to your response and support in this critical matter.

Yours truly,

Mukhbir Singh
President
World Sikh Organization of Canada

c.c. Victoria City Council