



REVISED AGENDA - VICTORIA CITY COUNCIL

Thursday, April 16, 2020

Council Chambers, City Hall, 1 Centennial Square

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

Pages

A. CONVENE COUNCIL MEETING

B. APPROVAL OF AGENDA

*C. REPORTS OF COMMITTEE

*C.1 CouncilMember Motion - Requisitioning Transient Accommodation to Provide IndoorSheltering Options during COVID-19

*C.2 CouncilMember Motion - Endorsing a Letter to Provincial Ministers re Urgent Action toAddress Inequities in COVID-19 Regional Response

*C.3 CouncilMember Motion - Funding for Emergency Outreach Services for VulnerablePopulations

D. BYLAWS

D.1 Bylaw for Temporary Borrowing Bylaw Amendment

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- Consideration of adoption of:
 - Temporary Borrowing Bylaw, 2020, No. 20-058

The purpose of the bylaw is to provide for the borrowing of money that may be necessary to meet the current lawful expenditures of the City.

*D.2 Bylaw for Alternative Collection Scheme Bylaw Amendment

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Addendum: New Item

A report recommending:

- 1st, 2nd, and 3rd readings of:
 - Alternative Tax Collection Scheme Amendment (No.1) Bylaw No. 20-059

- **Consideration of adoption of:**
 - Alternative Tax Collection Scheme Amendment (No.1) Bylaw No. 20-059

The purpose of this bylaw is to amend the Alternative Tax Collection Scheme Bylaw.

***D.3 Bylaw for Utility Fees Penalty Bylaw Amendment**

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Addendum: New Item

A report recommending:

- **1st, 2nd, and 3rd readings of:**
 - Utility Fees Penalty Amendment (No.1) Bylaw No. 20-060
- **Consideration of adoption of:**
 - Utility Fees Penalty Amendment (No.1) Bylaw No. 20-060

The purpose of this Bylaw is to establish penalties for late payment of water, sewer, and garbage collection fees.

E. CLOSED MEETING

MOTION TO CLOSE THE APRIL 16, 2020 COUNCIL 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)(c) labour relations or other employee relations*

F. APPROVAL OF CLOSED AGENDA

G. READING OF CLOSED MINUTES

G.1 Minutes from the closed Committee of the Whole meeting held March 26, 2020

G.2 Minutes from the Closed Council meeting held March 26, 2020

H. UNFINISHED BUSINESS

I. CORRESPONDENCE

J. NEW BUSINESS

J.1 Employee Relations - Community Charter Section 90(1)(c)

K. CONSIDERATION TO RISE & REPORT

L. ADJOURNMENT

TEMPORARY BORROWING BYLAW, 2020

A BYLAW OF THE CITY OF VICTORIA

The purpose of this Bylaw is to provide for the borrowing of money that may be necessary to meet the current lawful expenditures of the City.

Contents

- 1 Title
- 2 Definition
- 3 Borrowing authorized
- 4 Form of borrowing
- 5 Time of repayment
- 6 Tax revenue to be used for repayment

Under its statutory powers, including section 177 of the *Community Charter*, the Council of the City of Victoria enacts the following provisions:

Title

- 1 This Bylaw may be cited as the "TEMPORARY BORROWING BYLAW, 2020 No. 20-058".

Repeal

- 2 Temporary Borrowing Bylaw No. 20-003 is hereby repealed.

Definition

- 3 In this Bylaw, "CFO" means the City's Chief Financial Officer.

Borrowing authorized

- 4
 - (1) The CFO may borrow, on behalf of the City, on the credit and for the purposes of the City, from any bank, credit union, corporation, or other person, as the CFO may from time to time consider appropriate, an amount of money not exceeding \$168 million.
 - (2) The CFO must not borrow the money described in subsection (1) at a rate of interest that exceeds the prime rate of interest charged by the Royal Bank of Canada at the time when the lender imposes a rate of interest.

Form of borrowing

- 5
 - (1) The CFO may borrow by means of bank overdrafts.
 - (2) Where the borrowing is other than by way of bank overdrafts, the form of an obligation to be given as an acknowledgement of the liability must be a

promissory note, demand note, or a banker's acceptance, sealed with the seal of the City and signed by the Mayor and the CFO.

Time of repayment

- 6** The money borrowed under this Bylaw and any interest on it must be repaid on or before December 31, 2020.

Tax revenue to be used for repayment

- 7** Revenue from all property value taxes must be used as necessary to repay the money borrowed under this Bylaw.

READ A FIRST TIME the **9th** day of **April** 2020.

READ A SECOND TIME the **9th** day of **April** 2020.

READ A THIRD TIME the **9th** day of **April** 2020.

ADOPTED on the _____ day of _____ 2020.

CITY CLERK

MAYOR



Council Report

For the Meeting of April 16, 2020

To: Council
From: C. Coates, City Clerk
Subject: Amendment Bylaw (No. 1) No. 20-059

Date: April 14, 2020

RECOMMENDATION

That Alternative Tax Collection Scheme Amendment (No.1) Bylaw No. 20-059:

1. be given first, second and third readings.
2. be reconsidered and adopted.

EXECUTIVE SUMMARY

At the April 9, 2020 council meeting, Council approved a multi-part motion pertaining to Financial Plan adjustments and other considerations related to the COVID-19 Pandemic. In connection with tax payment due dates and tax penalty addition dates the motions were:


“Extend the payment due date for property taxes to August 1, 2020 to align with the date the City is required to pay the property taxes levied on behalf of the Capital Regional District, the Capital Regional Hospital District, BC Assessment, and the Municipal Finance Authority; and bring forward amendments to the Alternative Tax Scheme Bylaw to align with the August due date”.

“Amend the Alternate Tax Scheme Bylaw and adjust the penalties to 2 per cent per month for August, September, October, November and December for 2020”.

Attached for Council's consideration is an amendment bylaw to authorize the tax penalty due date change to the first business day August (August 4th) and to implement a 2% penalty each month after that to total the required 10% penalty.

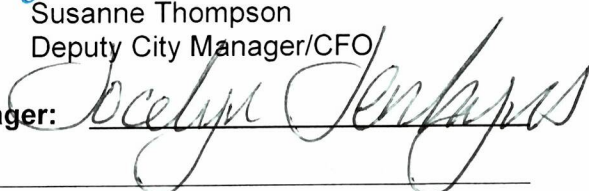
The Provincial Government Order passed in March, established that local governments may adopt a bylaw in the same meeting as it is introduced. While not to be used lightly, the authority to adopt a Bylaw in one meeting is recommended for this matter to initiate the relief to ratepayers immediately.

Respectfully submitted,


Chris Coates
City Clerk


Susanne Thompson
Deputy City Manager/CFO

Report accepted and recommended by the City Manager:



Date: Apr 14, 2020

List of Attachments:

Attachment A: Alternative Tax Collection Scheme Amendment Bylaw No. 20-059

Attachment B: Alternative Tax Collection Scheme Bylaw No. 20-039

A BYLAW OF THE CITY OF VICTORIA

The purpose of this bylaw is to amend the Alternative Tax Collection Scheme Bylaw.

Under its statutory powers, including section 235 of the *Community Charter*, the Municipal Council of The Corporation of the City of Victoria enacts the following provisions:

1. Title
2. Amendment
3. 2020 Special Provisions
4. Termination of Special Provisions

Title

- 1 This Bylaw may be cited as the " ALTERNATIVE MUNICIPAL TAX COLLECTION SCHEME AMENDMENT (No. 1) BYLAW No. 20-059".

Amendment

- 2 Alternative Municipal Tax Collection Scheme Bylaw No. 20-039 is hereby amended as by adding the following as section 7:

2020 Special Provisions

- 3 Notwithstanding section 234 of the Community Charter and section 4 and 5 of Bylaw 20-039, only for the year 2020, the following provisions apply:
 - (1) The due date for 2020 property taxes is the first business day of August.
 - (2) After the first business day in the months of August, September, October, November and December, the collector will add to the unpaid 2020 property taxes a penalty of 2% each month on the portion of taxes that remain unpaid.
 - (3)
 - (a) Where penalties would otherwise be applied, and the property owner is eligible for and subsequently claims the current year's Home Owner Grant and applies to the collector for such grant on or before the first working day in October, the penalty shall not be applied to that portion of the taxes outstanding which was equal to the current year's Home Owner Grant.
 - (b) When a property owner is eligible for, and applies to, the collector for a Home Owner Grant on or before the first working day in August, and that claim is in whole, or in part, disallowed due to errors in the form's

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The provisions of Section 3 of this Bylaw shall terminate and no longer be in force and effect after December 31, 2020.

ADOPTED the _____ day of _____ 2020.

MAYOR

A BYLAW OF THE CITY OF VICTORIA

The purpose of this bylaw is to establish an alternative tax collection scheme that establishes when penalties are added to unpaid taxes

Under its statutory powers, including section 235 of the *Community Charter*, the Municipal Council of The Corporation of the City of Victoria enacts the following provisions:

1. Title
2. Definitions
3. Penalties
4. General Scheme Election
5. Penalty Abatement

Title

- 1 This Bylaw may be cited as the " ALTERNATIVE MUNICIPAL TAX COLLECTION SCHEME BYLAW No. 20-039" .

Repeal

- 2 Alternative Municipal Tax Collection Scheme Bylaw No. 13-016 is hereby repealed.

Definitions

- 3 In this bylaw,

“collector”

means the municipal officer assigned responsibility as collector of taxes for the municipality.

Penalties

- 4 (1) If all or part of property taxes for the current taxation year for a parcel of land and its improvements on the assessment roll remain unpaid:
 - a) after the first working day in July of the year those taxes are levied, the collector will add to the said unpaid property taxes a penalty equal to 5% of the portion that remains unpaid; and,
 - b) after the first working day in September of the year those taxes are levied, the collector will add to the said unpaid property taxes a penalty equal to an additional 5% of the portion that remains unpaid.

- (2) The penalties referred to in section 2 are due as part of the property taxes for the current year for the parcel of land and its improvements.

Penalty Abatement

5 (1) Where penalties would otherwise be applied, and the property owner is eligible for and subsequently claims the current year's Home Owner Grant and applies to the collector for such grant on or before the first working day in September, the penalty shall not be applied to that portion of the taxes outstanding which was equal to the current year's Home Owner Grant.

- (2) When a property owner is eligible for, and applies to, the collector for a Home Owner Grant on or before the first working day in July, and that claim is in whole, or in part, disallowed due to errors in the form's completion, upon correcting and approval of the claim before the first working day in September, the penalty shall be reversed on the portion of the taxes outstanding which is equal to the Home Owner Grant.

General Scheme Election

6 Under section 235 (2) Community Charter a property owner may elect, by giving written notice, during the twelve month period ending May 15th of the current year to pay under the general tax scheme.

READ A FIRST TIME the **12th** day of **March** 2020.

READ A SECOND TIME the **12th** day of **March** 2020.

READ A THIRD TIME the **12th** day of **March** 2020.

ADOPTED the day of 2020.

CITY CLERK

MAYOR



Council Report

For the Meeting of April 16, 2020

To: Council **Date:** April 14, 2020
From: C. Coates, City Clerk
Subject: Utility Fees Penalty Amendment (No. 1) Bylaw No. 20-060

RECOMMENDATION

That Utility Fees Penalty Amendment (No.1) Bylaw No. 20-060:

1. be given first, second and third readings.
2. be reconsidered and adopted.

EXECUTIVE SUMMARY


At the April 9, 2020 council meeting, Council approved a multi-part motion pertaining to Financial Plan adjustments and other considerations related to the COVID-19 Pandemic. In connection with utility bill payment due dates the motion was:

“Extend the payment due date for utility bills to 90 days from 45 days and bring forward bylaw amendments to authorize that change”.

Attached for Council's consideration is an amendment bylaw to authorize the extension of the due date to 90 days after the billing date before the 5% penalty is applied.

The Provincial Government Order passed in March, established that local governments may adopt a bylaw in the same meeting as it is introduced. While not to be used lightly, the authority to adopt a Bylaw in one meeting is recommended for this matter to initiate the relief to ratepayers immediately.

Respectfully submitted,

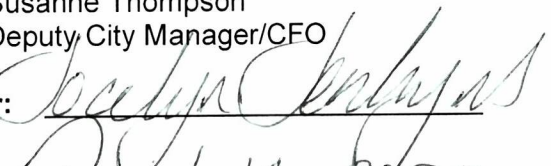


Chris Coates
City Clerk



Susanne Thompson
Deputy City Manager/CFO

Report accepted and recommended by the City Manager:



Date: Apr 14, 2020

List of Attachments:

Attachment A: Utility Penalty Fees Amendment Bylaw No. 20-060
Attachment B: Utility Penalty Fees Bylaw 05-066

CITY CLERK

MAYOR

UTILITY FEES PENALTY BYLAW

A BYLAW OF THE CITY OF VICTORIA

The purpose of this Bylaw is to establish penalties for late payment of water, sewer, and garbage collection fees.

Contents

- 1 Title
- 2 Penalty for late utility & service payments

Under its statutory powers, including section 194(2)(d) of the *Community Charter*, the Council of the City of Victoria enacts the following provisions:

Title

- 1 This Bylaw may be cited as the "UTILITY FEES PENALTY BYLAW".

Penalty for late utility & service payments

- 2 A penalty of 5% must be paid to the City in addition to fees for the following utilities and services provided by the City if any of these fees remain unpaid after 45 days from the date of their billing:
 - (a) water use;
 - (b) sewer use;
 - (c) waste collection.

READ A FIRST TIME the **12th** day of **May,** 2005.

READ A SECOND TIME the **12th** day of **May,** 2005.

READ A THIRD TIME the **12th** day of **May,** 2005.

ADOPTED on the **26th** day of **May,** 2005.

"ROBERT G. WOODLAND"
CORPORATE ADMINISTRATOR

"ALAN LOWE"
MAYOR