



Community Advisory Committee Agenda

Tuesday, April 29, 2025, 7:00 PM

Council Chambers & Electronic Meeting

To Join a Meeting:

Log into Zoom.us or the Zoom app on your device.

Enter the Meeting ID: 895 1764 4567

Dial In: 1-855-703-8985 (Canada Toll Free) or 1-778-907-2071 Meeting ID: 895 1764 4567

To Participate: Press **Star (*) 9** to "raise your hand".

Participants will be unmuted one by one when it is their turn to speak.

When called upon, you will have to press *6 to unmute the phone from your side as well.

We may experience a delay in opening the meeting due to technical difficulties. In the event that the meeting does not start as scheduled please be patient and stay on the line, we will get started as quickly as possible.

Public Dial-In Details are also posted at [Council & Committee Meetings - City of Langford](#)

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VICTORIA'S
VITALSIGNS[®]
GREATER VICTORIA'S 2024 ANNUAL CHECK-UP





WHO IS THE VICTORIA FOUNDATION

Our vision: A vibrant, caring community for all.

- The Victoria Foundation strengthens community wellbeing by investing in people, opportunities, and solutions
- Be a catalyst for building and strengthening our community
- Harness philanthropic potential in our community



VICTORIA FOUNDATION

2023 FINANCIAL HIGHLIGHTS

\$533M+

in assets under
administration

7.5%

investment returns
ten-year annualized
investment return

\$60M+

in gifts

**GRANTS
DISTRIBUTED**

1,877

distributions

\$27+

million

1,887

organizations



VICTORIA FOUNDATION

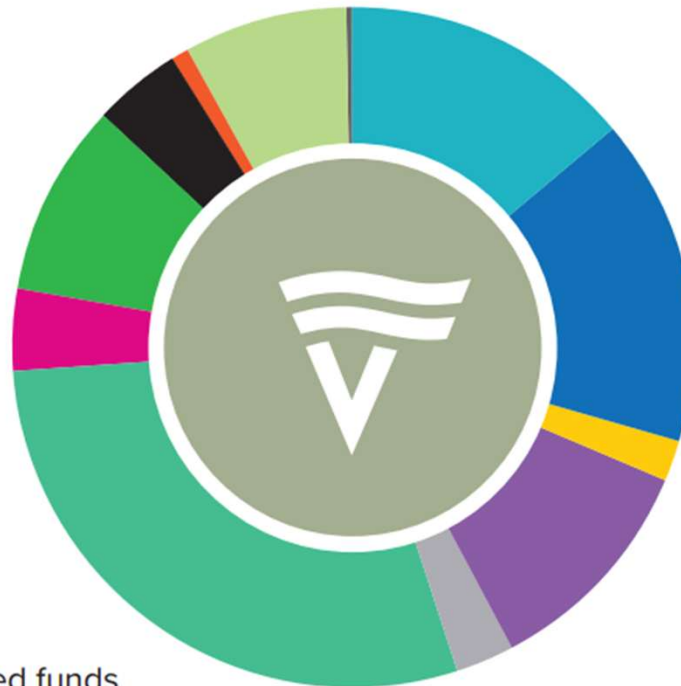
Grants Distributed

1,887
GRANT
DISTRIBUTIONS

All grants paid to
registered charities or
other organizations in
accordance with CRA
regulations

\$27+
MILLION

- \$19 million from endowed funds
- \$8 million from non-endowed funds



2023 GRANTS BY VITAL SIGNS INDICATOR AREA

(based on dollar value of grants paid)

Arts & Culture	13.98%
Belonging & Engagement	15.60%
Economy	2.03%
Environment	10.64%
Getting Started	2.79%
Health & Wellness	29.05%
Housing	3.75%
Learning	9.24%
Safety	4.03%
Sports & Recreation	1.06%
Standard of Living	7.61%
Transportation	0.22%

WHAT IS VITAL SIGNS?

GREATER VICTORIA'S ANNUAL COMMUNITY CHECK UP





VITAL SIGNS 2024

- ✓ **2024 theme:** *Can you imagine Victoria for the next generation?*
- ✓ Launch of new online format of report
- ✓ Record number of survey responses from community members: **6,147**




To learn more visit: victoriafoundation.bc.ca/vital-signs/



THE AVERAGE GRADE,
WHEN PARTICIPANTS
WERE ASKED TO RATE
THEIR OVERALL
QUALITY OF LIFE:















B

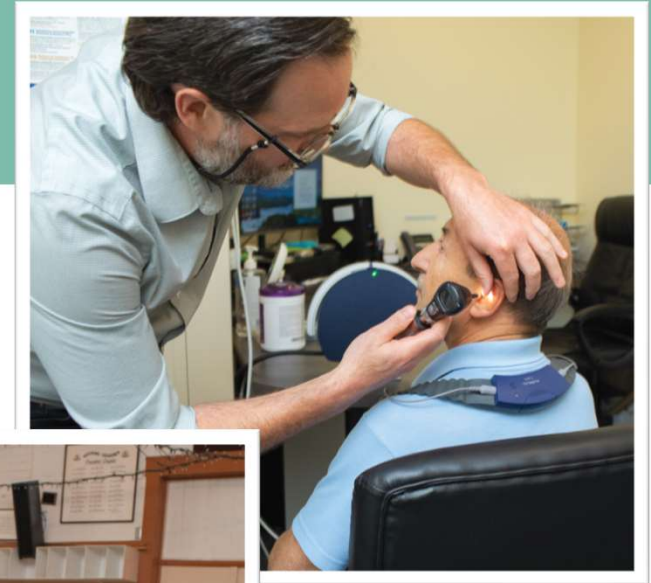
BEST THINGS IN GREATER VICTORIA

	65%	NATURAL ENVIRONMENT
	54%	CLIMATE
	52%	AIR QUALITY
	46%	PARKS
	40%	WALKABILITY
	37%	FRIENDS & FAMILY
	32%	ACCESS TO LOCALLY GROWN FOOD
	28%	RECREATION OPPORTUNITIES
	25%	ARTS & CULTURE
	24%	RESTAURANTS
	23%	CYCLING INFRASTRUCTURE
	18%	FESTIVALS & EVENTS
	16%	FEELING OF SAFETY
	14%	LOCAL BREWERIES



MOST IMPORTANT THINGS IN GREATER VICTORIA

	70%	COST OF LIVING
	58%	HOUSING
	57%	HEALTHCARE
	55%	HOMELESSNESS
	52%	ADDICTIONS
	34%	MENTAL HEALTH
	20%	CLIMATE CHANGE
	18%	COMMUNITY PLANNING/DEVELOPMENT
	16%	TRANSPORTATION
	16%	POVERTY
	16%	ELDERCARE
	14%	ECONOMY
	13%	FOOD SECURITY
	12%	MUNICIPAL AMALGAMATION





FUTURE GENERATIONS OF GREATER VICTORIA

29%

of survey respondents agree infrastructure will meet the needs of future generations

21%

of survey respondents agree healthcare service will meet the needs of future generations

13%

of survey respondents agree Greater Victoria will be an affordable place to live

67%

of survey respondents agree the natural beauty of the region will be preserved

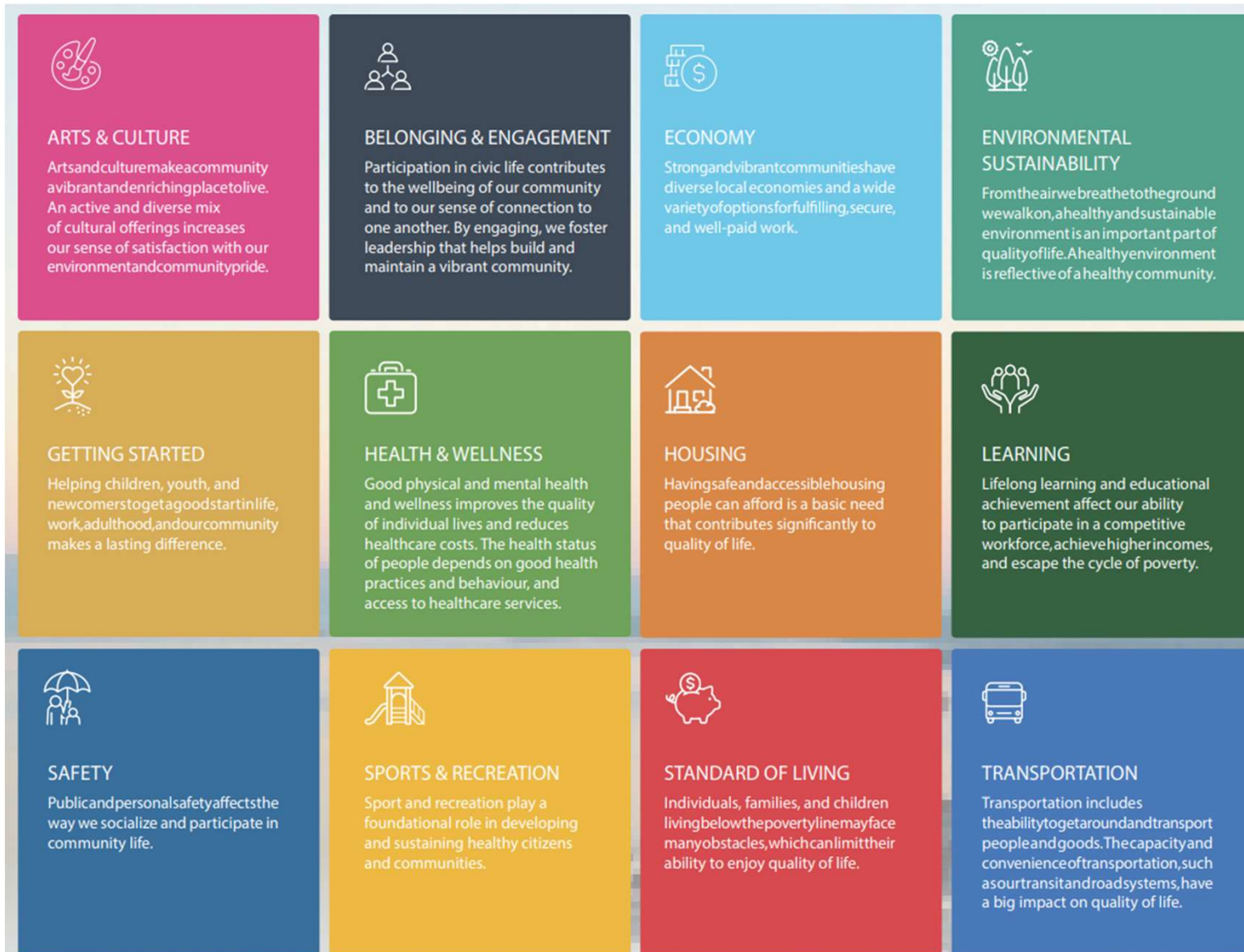
62%

of survey respondents agree Greater Victoria will remain a desirable place to live

ANNUAL PUBLIC LAUNCH EVENT

FULL HOUSE FOR THE 2024 LAUNCH
AT THE VICTORIA CONFERENCE CENTRE





ISSUE AREAS

VICTORIA FOUNDATION PROJECTS



An aerial photograph of Victoria, British Columbia, showing the city's layout, the harbor, and surrounding mountains. The word "QUESTIONS?" is overlaid in large, white, sans-serif capital letters in the center of the image.

QUESTIONS?



THANK YOU!

[Read the full Vital Signs report](#)



VICTORIA FOUNDATION

GREATER VICTORIA RENT BANK

*SUPPORTING HOUSING STABILITY THROUGH
CITY FUNDING*

January 1st, 2024 – December 31st, 2024



INTRODUCTION

GREATER VICTORIA RENT BANK (GVRB)



How We Help

Provide interest-free loans for low-to moderate-income individuals facing temporary financial hardship in the Greater Victoria area.

Eligibility

Greater Victoria residents who are unable to access other financial assistance programs.

Purpose

To prevent eviction and provide short-term housing stability for individuals facing unexpected financial setbacks.



RENT BANK ACTIVITY



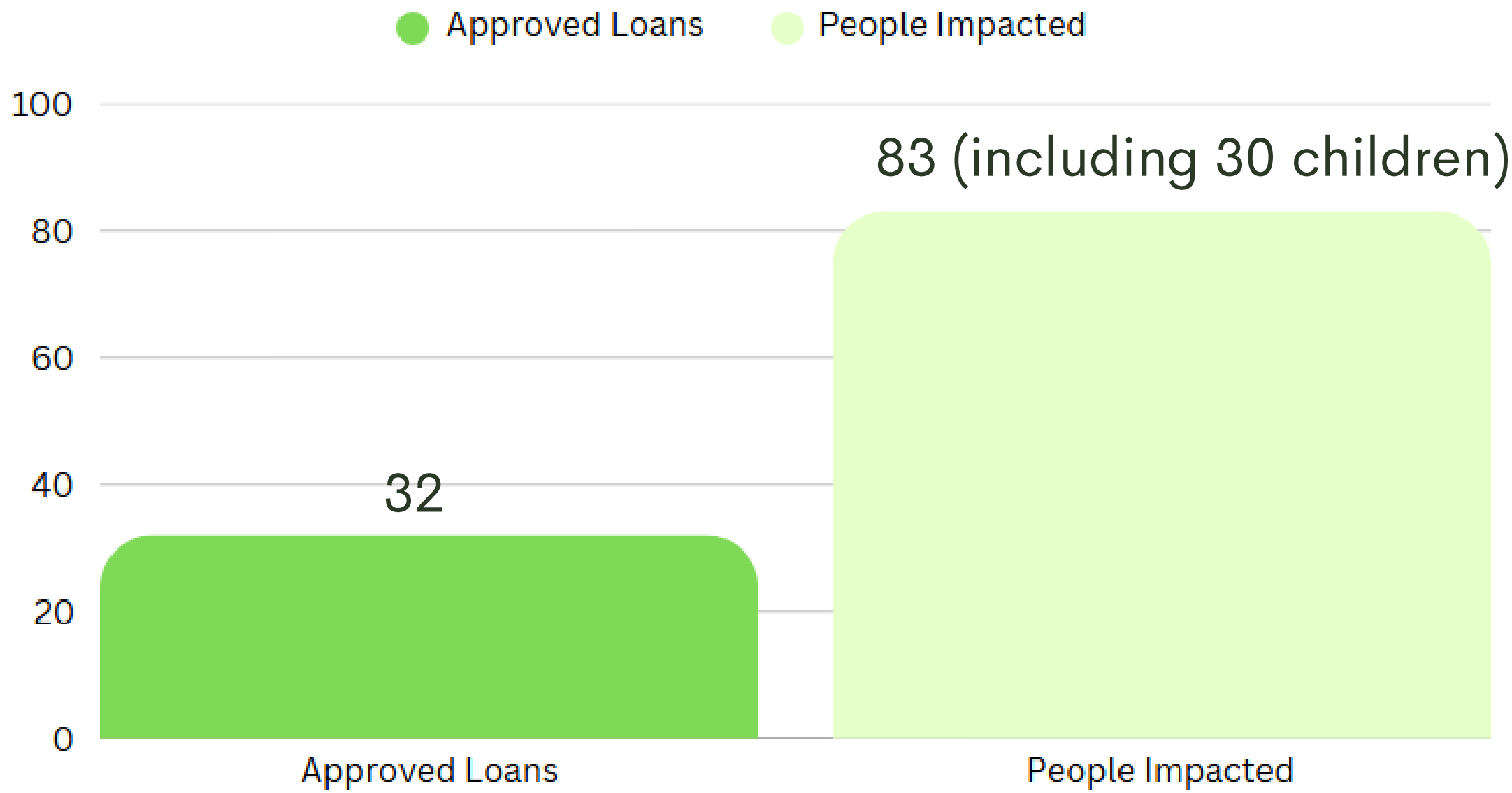


RENT BANK ACTIVITY OVERVIEW

Reporting Period	Total Applications Received	Rent-to-Income Ratio
January 1 st , 2024 – December 31 st , 2024	107	53% (compared to GVRB average of 57%)

In the 2024 reporting period, 107 applications were received from Langford residents with an average rent-to-income ratio of 53%.

LOAN APPROVALS AND DISTRIBUTION



32 loans were approved for Langford residents, totaling \$65,322 in funding and supporting 83 people, including 30 children.

Total funds distributed:
\$65,322

Average loan amount: \$2041.31

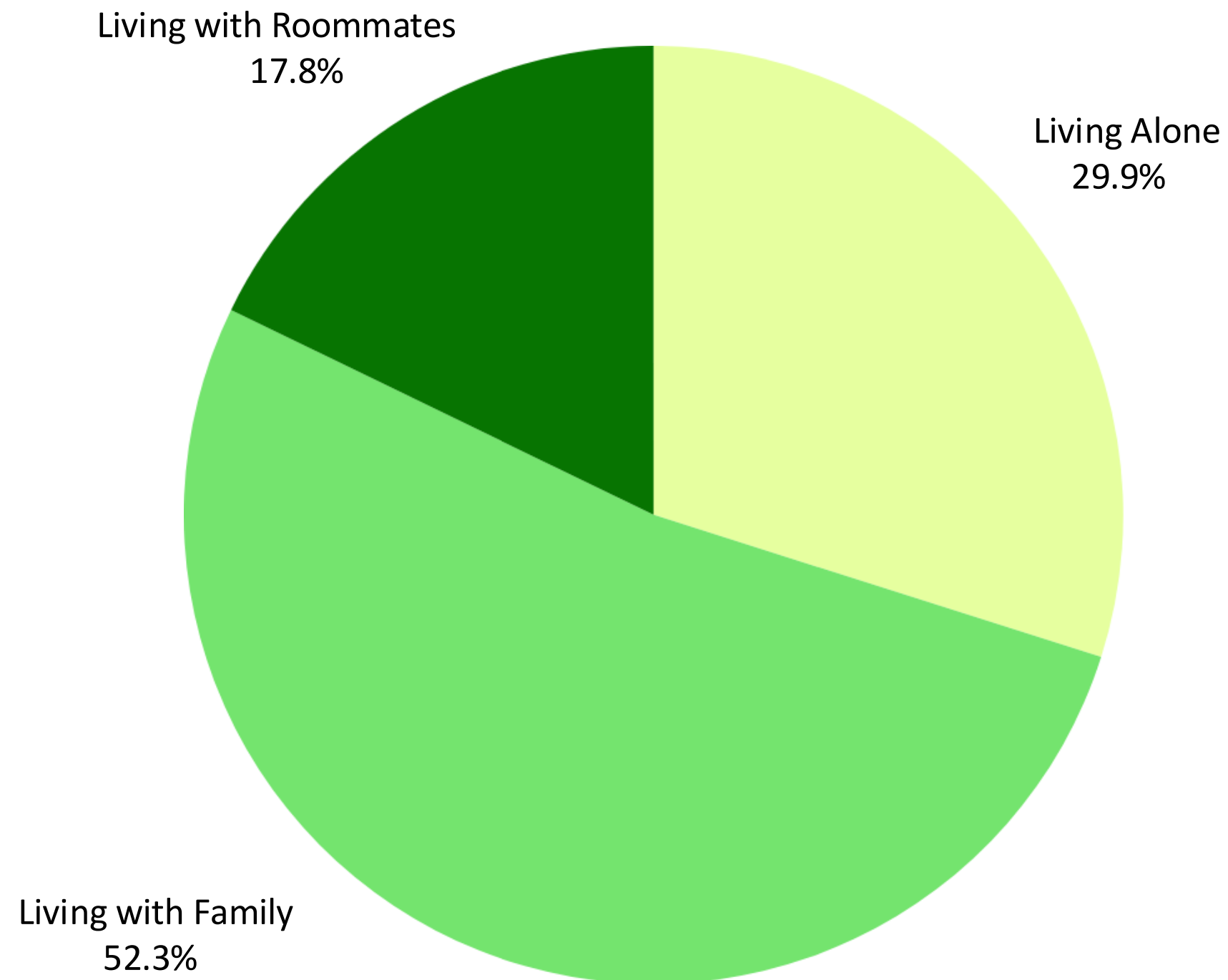
COMPARISON TO GVRB AVERAGES

Langford applicants received 23.4% of loans, despite only making up 15.5% of applicants.

Langford applicants received 23.7% of total loan funding (\$274,319 total).

Approval rate for Langford applicants: 29.9% vs. GVRB average of 21.7%.

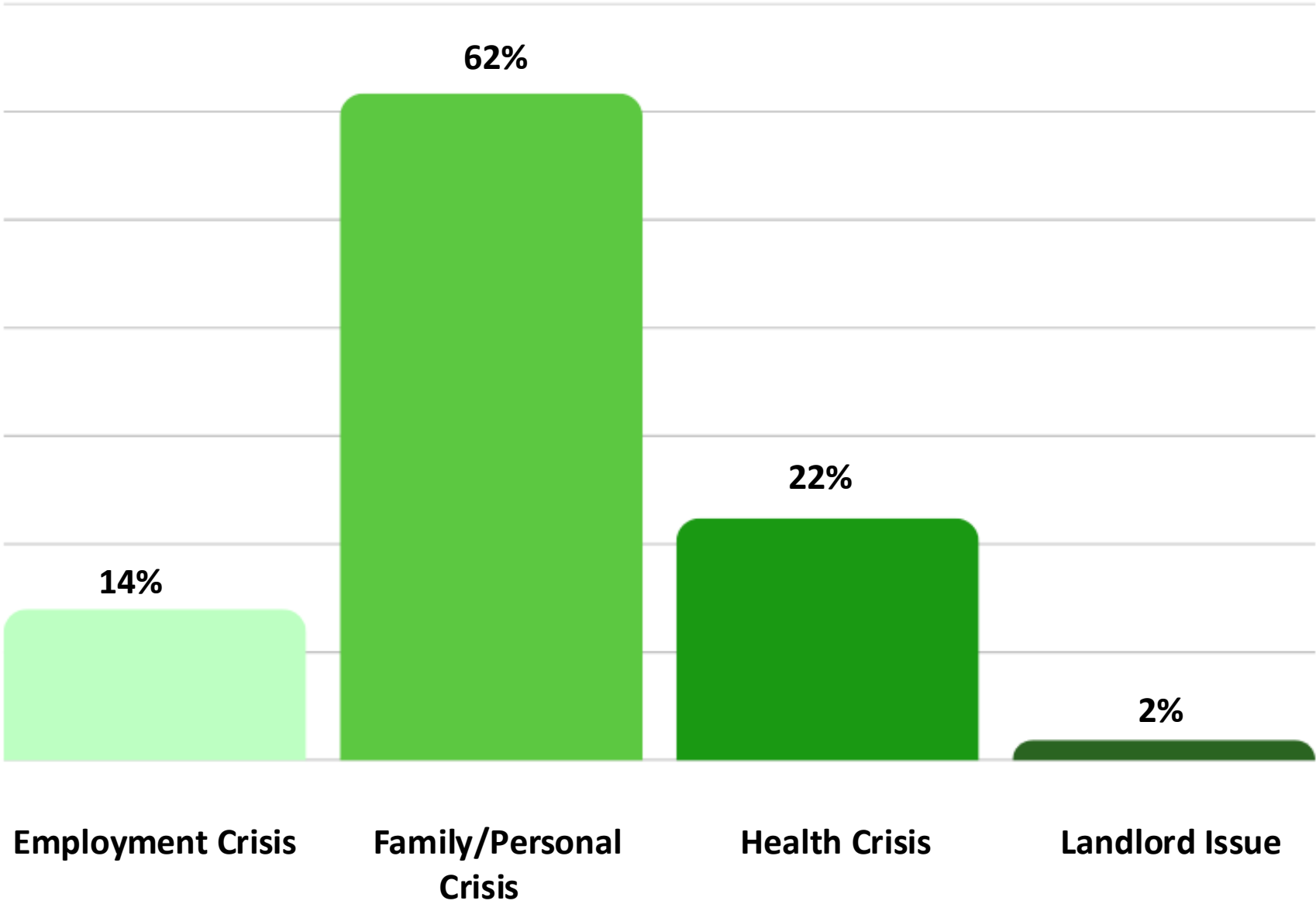
HOUSEHOLD COMPOSITION OF LANGFORD APPLICANTS



Over half of Langford applicants live with family, while a third live alone, reflecting different household needs and circumstances.

A significantly higher proportion of Langford applicants are living with family than the average of 37.8% across the other Greater Victoria municipalities.

REASONS FOR APPLYING TO THE RENT BANK



The majority of Langford applicants cite family or personal crises as the primary reason for needing financial assistance (62%).



RENT AND INCOME BREAKDOWN

Monthly Rent Amount	Langford	All Other Municipalities
Below \$1000 (usually subsidized housing)	11.2%	19.6%
\$1000-\$1999	49.5%	55.8%
\$2000-\$2999	29%	17.7%
\$3000+	10.3%	16.8%



SUBSIDIZED HOUSING AND RENT COMPARISON

6.5% of Langford applicants were in subsidized housing compared to the GVRB average of 8.9%.

Langford applicants are paying more in rent than the GVRB average (\$1889 vs. \$1688)

39.5% of Langford residents are paying over \$2000/month in rent compared to the GVRB average of 34.5%

IMPACT ON THE COMMUNITY



Community Reach

83 individuals impacted
(including 30 children)

Financial Stability

Rent Bank loans have helped prevent evictions and ensured housing stability for low-income families.

Preventing Homelessness

The Rent Bank plays a key role in maintaining housing stability in the face of unexpected financial crises.



TESTIMONIALS







THANK YOU



Community Advisory Committee Minutes

March 25, 2025, 7:00 PM

Council Chambers & Electronic Meeting

PRESENT: Councillor C. Harder - Chair
Councillor M. Morley - Vice-Chair
Councillor K. Yacucha
C. Foxall
N. Lehman
M. McDonald
J. Whiteway

ABSENT: F. Johnson
R. Plomp

ATTENDING: M. Miles, Manager of Legislative Services
L. Fletcher, Manager of Community Safety and
Municipal Enforcement - Remote
W. Schoenefuhs, Parks Planning Coordinator
R. Gillich, Systems Administrator
B. Boisvert, Legislative Services Administrative
Coordinator

Meeting available by teleconference.

1. CALL TO ORDER

The Chair called the meeting to order at 7:00 pm.

2. TERRITORIAL ACKNOWLEDGEMENT

Councillor Harder read the City of Langford's Territorial Acknowledgment.

3. MEETING CONDUCT RULES

M. Miles, Manager of Legislative Services, read the City of Langford's meeting conduct rules.

4. APPROVAL OF THE AGENDA

MOVED BY: LEHMAN

SECONDED: MORLEY

THAT the Committee approve the agenda as presented.

Motion CARRIED.

5. ADOPTION OF THE MINUTES

5.1 Minutes of the Community Advisory Committee - February 25, 2025

MOVED BY: HARDER

SECONDED: FOXALL

THAT the minutes of the Community Advisory Committee meeting held February 25, 2025, be adopted as circulated.

Motion CARRIED.

6. REPORTS

6.1 Victoria Family Court and Youth Justice Committee Annual Report

Mayor Marie T  r  se Little, Chair of the Victoria Family Court and Youth Justice Committee gave a brief overview of the Committee's work and its accomplishments in 2024.

MOVED BY: HARDER

SECONDED: MORLEY

THAT the Community Advisory Committee receive the 2024 Annual Report from the Victoria Family Court and Youth Justice Committee for information.

Motion CARRIED.

6.2 City Centre Park Fees and Charges Bylaw

MOVED BY: MORLEY

SECONDED: FOXALL

THAT the Community Advisory Committee recommend that Council consider giving first, second, and third reading to City Centre Park Fees and Charges Bylaw No. 1203, Amendment #2 Bylaw No. 2182, 2025 as presented.

Motion CARRIED.

6.3 Amendments to Langford's Municipal Ticket Authorization Bylaw No. 34, 1993

MOVED BY: FOXALL

SECONDED: LEHMAN

THAT the Community Advisory Committee recommend that Council provide direction to staff regarding the proposed City of Langford Ticket Information Authorization Bylaw, Amendment No. 22, Bylaw No. 2219, 2025 as follows:

1. THAT staff gather legal opinion on applying a graduated fee for the designating offences listed in Schedule 23.

Motion DEFEATED.

Councillors Harder, Morley and Yacucha and Committee Members Whiteway and McDonald opposed.

MOVED BY: HARDER
SECONDED: MORLEY

THAT the Community Advisory Committee recommend that Council consider giving first, second and third readings to the City of Langford Ticket Authorization Bylaw, Amendment No. 22, Bylaw No. 2219, 2025.

Motion CARRIED.

Committee Members Foxall and Lehman opposed.

7. ADJOURNMENT

MOVED BY: HARDER
SECONDED: LEHMAN

The Chair adjourned the meeting at 8:02 pm.

Motion CARRIED.

Presiding Council Member

Certified Correct - Corporate Officer



Staff Report to Community Advisory Committee

DATE: Tuesday, April 29, 2025

DEPARTMENT: Finance

SUBJECT: Permissive Tax Exemption Policy – Proposed Repeal and Replacement

EXECUTIVE SUMMARY:

As directed by Council, staff have been reviewing City policies in order to identify those which need updating to provide clarity and update processes where necessary. Langford's "Request for Permissive Tax Exemption Policy" (POL-0062-FIN) was identified by staff for review. Staff are recommending the original policy POL-0062-FIN be repealed and replaced with POL-0180-FIN as presented.

BACKGROUND:

At its Regular Meeting held Tuesday, September 3, 2024, Council passed a resolution directing staff to bring forward pertinent City policies that align with the mandate of the Community Advisory Committee for review and recommendation prior to the documents coming forward to Council.

The Committee has been reviewing policies and making recommendations as requested by Council to assist the City with updating policies where necessary. Within the report presented at the September 3rd Council meeting, staff outlined a selection of policies identified as a priority for review. As a result, the City's Request for Permissive Tax Exemption Policy (POL-0062-FIN) has been reviewed and a new comprehensive policy has been drafted for consideration.

What is a Permissive Tax Exemption?

A Permissive Tax Exemption is a discretionary local government program that is authorized by the *Community Charter*. The purpose of this program is to allow a local government to, by bylaw, exempt certain eligible properties from property taxes. The length of the exemption is determined by Council and approved within each bylaw, provided it does not exceed ten (10) years.

Applications for exemptions are typically brought forward to Council in early fall of the preceding year to meet the October 31st deadline, as set in the *Community Charter*. Once the permissive tax exemption bylaw is adopted, staff provide the information to BC Assessment on or before October 31st annually. BC Assessment applies the exemption, as set out in the permissive tax exemption bylaw, to the applicable property's assessed value. The property will still receive an assessment, but they will

also receive an exemption so that the taxable value for the property is then nil.

The list of Permissive Tax-Exempt properties is publicly available through the City of Langford's Annual Report

Permissive Tax Exemption Eligibility

Properties which may be eligible for exemption are outlined in Part 7 Division 7 of the *Community Charter* and include but are not limited to:

- Property owned or held by a charitable, philanthropic, and non-profit corporations and that Council considers are used for the purposes of the corporation.
- Property owned by a local authority and used for the purposes of the local authority.
 - For example, a local government may own a property within the boundaries of another local government.
- Properties owned or held by a public authority that would otherwise qualify for exemption under Section 220 of the *Community Charter* is not statutorily exempt from taxes.
 - For reference, Section 220 speaks to exemptions for properties vested in or held by the Provincial government, the municipality, properties exempted by another Act, etc.
- Properties occupied by a public authority or non-profit organization but owned by a different public authority.
- Properties owned by a person (including a business, society or corporation) providing a partnering agreement, but only in relation to the provision of the agreement.

The authority to grant permissive tax exemptions allows municipalities to support eligible organizations that benefit the public or support Council's strategic plan initiatives.

COMMENTARY:

City of Langford Policy & Practices

The current policy, adopted by Council in 1998, provides very little in the way of guidance for applicants, staff, and Council. Throughout the years, though the policy was not formally updated, staff have developed practices in order to continue to provide this service. For example, staff created an application form in order to assist applicants. The policy was passed before the implementation of the *Community Charter* which now provides much more robust standards. As such, staff are recommending that Council repeal the current policy and replace it with POL-0180-FIN as presented. The updated policy reflects the *Community Charter*, supports staff and Council, and provides additional clarity and information for applicants.

Proposed Amendments:

The proposed new policy includes a deadline of June 30th for applications. The current policy does not include a specific date for applications, it just states that they will be considered in May. This change will provide certainty to both applicants and staff. June 30th allows staff time to review applications, receive necessary clarifications and information from applicants, prepare a report and accompanying bylaw, meet advertising deadlines as required, present the bylaw at two Council meetings, and send the adopted bylaw to BC Assessment. The June 30th deadline is in line with most jurisdictions who select a late spring or early summer deadline in order to review, compile, and present the information to their respective Councils. The *Community Charter* sets out a deadline of October 31st; however, this deadline is when the adopted bylaws must be provided to BC Assessment.

Through staff research, many Permissive Tax Exemption policies throughout the CRD and beyond outline a very similar process that differs mostly in term lengths offered and the addition of a suite of multiple application forms that are dependent on the exemption requested. Staff are satisfied with the current use of only one application form and are not proposing any changes to the form at this time.

The proposed policy sets out that the eligibility criteria is in accordance with the *Community Charter*. Referring to the legislation rather than including the specific provisions ensures that as legislation changes policies remain up to date.

The revised policy also includes the application criteria, including the date as set out above, the requirement to use the City's approved application form, and the information that is to be included for consideration.

The purpose of these additions is to provide clarity to applicants and staff and to ensure that all applications are evaluated on the same criteria, creating a fair and transparent process.

The proposed new policy in its entirety is included as Attachment 2 titled "New Proposed Policy POL-0180-FIN (Request for Permissive Tax Exemption)."

In addition to the proposed policy amendments, staff are proposing to add a dedicated webpage for Permissive Tax Exemptions similar to that of the Grant in Aid page that went live in late fall 2024. This page would house the policy and application form and serve as a central location for applicants and the public to review the materials and learn more about the program.

FINANCIAL IMPLICATIONS:

When a property is approved for a Permissive Tax Exemption, the total taxable assessment used by the City to calculate property taxes is reduced, thus, shifting the amount of tax that would have been collected from the exempted property onto the remaining properties that make up the taxable assessment. As a result, while the exempt property's property taxes are less than they otherwise would have been (in most cases \$0), the City does not lose this property tax revenue, rather the rest of the taxable properties in the municipality cover the exempted amount.

LEGAL IMPLICATIONS:

The *Community Charter* sets out the authority and methodology to approve Permissive Tax Exemptions. Council may, by bylaw, grant Permissive Tax Exemptions in accordance with this legislation and their own policy.

STRATEGIC PLAN ALIGNMENT:

5- Good Governance

OPTIONS:

Option 1

THAT the Community Advisory Committee recommend that Council repeal City of Langford Request for Permissive Tax Exemption Policy POL-0062-FIN and replace with POL-0180-FIN titled “Permissive Tax Exemption Policy” as presented.

OR Option 2

THAT the Community Advisory Committee recommend that Council repeal City of Langford Request for Permissive Tax Exemption Policy POL-0062-FIN and replace with POL-0180-FIN titled “Permissive Tax Exemption Policy” as presented with the following amendments:

1. _____
2. _____
3. _____

SUBMITTED BY: Curtis Staniforth, Manager of Budgets and Revenue

Concurrence: Michael Dillabaugh, CPA, CA, Director of Finance

Concurrence: Melisa Miles, Manager of Legislative Services

Concurrence: Donna Petrie, Senior Manager of Communications & Economic Development

Concurrence: Yari Nielsen, Director of Parks, Recreation and Facilities

Concurrence: Matthew Baldwin, RPP, MCIP, Director of Development Services

Concurrence: Leah Stohmann, RPP, MCIP, Director of Community Planning and Climate Change

Concurrence: Katelyn Balzer, P.Eng., Director of Engineering and Public Works

Concurrence: Marie Watmough, Director of Legislative & Protective Services

Concurrence: Braden Hutchins, Deputy Chief Administrative Officer

Concurrence: Darren Kiedyk, Chief Administrative Officer

Attachments:

Attachment 1: Current Policy POL-0062-FIN (Request for Permissive Tax Exemption)

Attachment 2: New Proposed Policy POL-0180-FIN (Request for Permissive Tax Exemption)

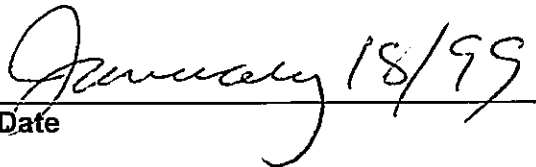
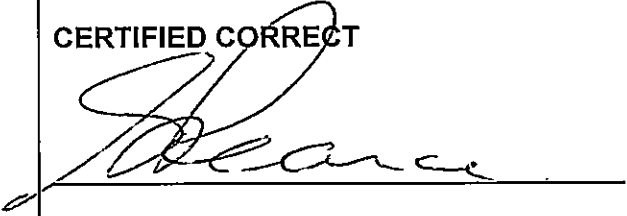
POLICY NO. 1970-10-00

Requests for Permissive Tax Exemptions

Approval of tax exemptions will be considered where eligible charitable organizations demonstrate written proof of community access to citizens of Langford at a nominal charge and community benefit in the previous year.

AND FURTHER That the Permissive Tax Exemptions requests be considered in May of each year to provide sufficient time for review prior to the October 31st statutory deadline.

Applications must include a general statement of activities, a description of the membership or population serviced by the group or Association, written proof of community access to citizens of Langford at a nominal charge and community benefit in the previous year, and a most recent financial statement to demonstrate financial need.

Policy No. 1970.10-00  Date	CERTIFIED CORRECT  <hr/>
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CITY OF LANGFORD PERMISSIVE TAX EXEMPTION POLICY	
Council Policy: POL-0180-FIN Amendment: N/A	Original Policy: POL-0062-FIN Repealed: [<i>insert date</i>]
Presiding Council Member,	
Date:	Signature:
<p>1. PURPOSE</p> <p>The purpose of this policy is to provide guidance for the application and review process to obtain an exemption from property taxes pursuant to Section 224 of the <i>Community Charter</i>, and outline the requirements that Permissive Tax Exemption recipients must meet in order to receive support in the form of being exempt from having to pay property taxes.</p> <p>2. DEFINITIONS</p> <p>The following definitions are utilized for this policy:</p> <p>"Council" means the Council for the City of Langford.</p> <p>"Improvements" means any buildings, fixtures or structures placed on land or water over land.</p> <p>"Permissive Tax Exemption" means a reduction or full exemption on the taxable assessment used to calculate property taxes, which is provided to an eligible property by bylaw at the discretion of Council.</p> <p>"Property" means land and Improvements.</p> <p>3. POLICY</p> <p><u>3.1 Eligibility Criteria</u></p> <p>Organizations which meet the criteria set out in Section 224 of the <i>Community Charter</i> may be eligible to receive a Permissive Tax Exemption.</p> <p><u>3.2 Application Requirements</u></p> <p>3.2.1 Applications must be submitted using an application form approved by the Chief Financial Officer.</p>	



3.2.2 The applicant organization must submit a copy of their most recent audited financial statements. If an audit is not performed, prepared financial statements will be accepted.

3.2.3 The applicant organization must provide a detailed description of the programs, services, and benefits delivered by the organization. The following must be included within the description provided where applicable:

- a) Number of participants
- b) Estimated hours of work completed by volunteers
- c) Identify populations of specific needs groups benefitting from the service(s) provided
- d) Facility rental fees charged for participants
- e) Evidence of other funding sources, if any.

3.2.4 Applications must be submitted to the Chief Financial Officer by June 30th.

3.2.5 Incomplete applications and those received after June 30th will not be considered.

3.3 Scope of Permissive Tax Exemption

3.3.1 Permissive Tax Exemptions will only be granted for the portion of the Property that meets all requirements of this policy.

3.4 Duration of Exemption

3.4.1 Permissive Tax Exemption terms shall be specified in each bylaw. The term must not exceed ten (10) years in accordance with provisions of the *Community Charter*.

3.5 Requirements for Continued Exemption

3.5.1 The receiver of the Permissive Tax Exemption is solely responsible for informing the City of eligibility changes, including a change in the use of the Property during the period in which the Permissive Tax Exemption is in effect.

3.5.2 The receiver of the Permissive Tax Exemption is solely responsible for informing the City of changes to the subject property's legal description.

3.5.3 The Property will remain in compliance with all City bylaws, policies, and other applicable legislation. Failure to do so may result in the termination of the Permissive Tax Exemption and possible penalties.



3.5.4 All Permissive Tax Exemptions may be reviewed periodically by the Chief Financial Officer or their delegate to ensure that they continue to qualify for an exemption. Updates or additional information may be required upon request.

3.5.5 Council may impose penalties on an exempted organization for knowingly breaching conditions of the exemption, including but not limited to:

- a) Revoking exemption with notice;
- b) Disqualifying any future application for exemption for a specific time period;
- c) Requiring payment equal to the amount of property tax that would have otherwise been collected.

3.6 Application and Review Process

3.6.1 The application period for Permissive Tax Exemptions will be open from January 1st to June 30th each year.

3.6.2 Applications received after the June 30th deadline will not be considered.

3.6.3 Council will consider Permissive Tax Exemption applications received on an annual basis.

3.6.4 As outlined in the *Community Charter*, a Permissive Tax Exemption bylaw does not apply to taxation in a calendar year unless it comes into force on or before October 31st in the preceding year.

3.6.5 Council will provide notice of any proposed bylaws in accordance with the *Community Charter*.

3.6.6 Following bylaw adoption, applicants will be sent confirmation of the outcome of their Permissive Tax Exemption application.

**Adopted by Council
Meeting Date:**

CERTIFIED CORRECT

ADMINISTRATOR

DATE: