

DATE: July 24, 2018

FILE: 1970-04/2019

TO: Chair and Directors
Committee of the Whole

FROM: Russell Dyson
Chief Administrative Officer

Supported by Russell Dyson
Chief Administrative Officer

R. Dyson

RE: Permissive Tax Exemption 2019 – Union Bay Historical Society

Purpose

To request consideration of a permissive tax exemption for the year 2019 pursuant to section 392(1)(c) (eligible heritage property) of the *Local Government Act* for the Union Bay post office and gaolhouse museum buildings, located in Electoral Area A, and owned by the Union Bay Historical Society (the Society).

Recommendation from the Chief Administrative Officer:

THAT pursuant to section 392(1)(c) of the *Local Government Act*, a bylaw be prepared providing for a permissive tax exemption for the taxation year 2019 for an amount equal to 100 per cent of the net taxable land and improvements for Section 32, Land District 34, Township 1, Folio #771 010800.000 (Union Bay Historical Society).

Executive Summary

- The Society has requested a property tax exemption for 2019 for the post office building and gaolhouse located in Union Bay, both long time community landmarks which are funded, operated, and maintained by the Society.
- An exemption complies with both the CVRD permissive tax exemption policy and the *Local Government Act* provisions for heritage property.
- The CVRD board and BC Assessment have supported the exemption requests in past years.
- A 100 percent exemption for 2019 would result in a total reduction in provincial and local rural taxes collected of approximately \$5,418 (2018 - \$5,260).

Prepared by:

Concurrence:

K. Broughton

B. Dunlop

Kelly Broughton
Senior Accounting Technician

Beth Dunlop, CPPA, CPA, CGA
Corporate Financial Officer

Stakeholder Distribution (Upon Agenda Publication)

Union Bay Historical Society	✓
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Background/Current Situation

The CVRD has registered a heritage building covenant against the Union Bay post office property, which requires that the owner agree not to tear down or alter the building without the written consent of the regional district. Each year, the Society must supply the regional district with confirmation that the property continues to be used as a heritage site.

The current application (appendix A) from the Union Bay Historical Society confirms the use of the building and requests a permissive tax exemption be granted for the year 2019. A 100 percent exemption has been granted by the regional district board in prior years and has been supported by BC Assessment.

The building is classified as Class 06 - business/other. Rental revenue is received from a combination of commercial and non-profit organizations and the Society also earns revenues from fundraising initiatives to help cover maintenance and capital improvements.

Policy Analysis

The property owned by the Union Bay Historical Society is eligible for an exemption under Section 392(1)(c) of the *Local Government Act* - heritage buildings. An exemption would also comply with the regional district's permissive tax exemption policy.

A bylaw must be adopted by the Comox Valley Regional District (CVRD) board prior to October 31st of each year in order for the exemption to be processed by BC Assessment for the following year.

Options

1. To support the permissive tax exemption as recommended.
2. To not support a permissive tax exemption.
3. To support a partial permissive tax exemption.

Referring to the CVRD board policy, the permissive tax exemption guidelines provide for a 100 percent tax exemption pursuant to *Local Government Act*, section 392(1)(c) 'Eligible Heritage Property'. As such, option 1 is recommended.

Financial Factors

A 100 percent exemption for 2019 would result in an estimated \$5,418 reduction in rural taxes (2018-\$5,260) collected for the provision of provincial and local services as follows:

Provincial – schools, roads, policing, etc.	\$2,355
Local – Comox Valley Regional District	1,461
Comox-Strathcona Regional Hospital District	514
Other – Union Bay Improvement District, VI Regional Library, 911 Emergency Answering service	1,088
Total	\$5,418

Legal Factors

In order for the tax exemption under the *Local Government Act* to be enacted, a bylaw must be adopted by the Board by October 31st in the preceding year and forwarded to BC Assessment.

Intergovernmental Factors

Staff liaise with BC Assessment on permissive tax exemption issues to ensure bylaws adopted by the Board will be invoked by BC Assessment once received.

Citizen/Public Relations


The Union Bay post office building and gaolhouse museum are long time community landmarks, and are funded, operated, and maintained by the Union Bay Historical Society. The Society indicates that the community uses the buildings extensively and takes pride in the facility as a resource for Union Bay history and culture for local citizens and tourists.

Attachment: Appendix A – “Application for 2019 permissive tax exemption – dated July 4, 2018, Union Bay Historical Society”

RECEIVED

File:

JUL 09 2018



Comox Valley
REGIONAL DISTRICT

Application For
Permissive Tax Exemption

1970.04/ _____ ✓

DATE: July 4, 2018

1. Name of Organization: Union Bay Historical Society
2. Society Number: S25547 Email Address: lindadawn@shaw.ca
3. Contact Person: Linda McKay Position: Chair
Mailing Address: P.O. Box 448, Union Bay, B.C.
Postal Code: V0R 3B0 Telephone No: 250-757-9499
4. Purpose of Organization: To preserve & maintain Heritage Buildings & Artifacts
5. Folio Number of Property: 06-771-10800-000
Legal description of the property: Part of the North 1/4 of the Southwest 1/4 section 3, Nelson Land District
6. Executives of the Organization:
President/Chairperson: Linda McKay
Vice President/Vice Chairperson: Dave Davidson
Treasurer: Leslie O'Connell
7. Current Membership: 58 # of Meetings per year: 10
8. What types of services does your organization provide: catalogue & display photos & artifacts in our Museum (open to the public in the summer) Maintain 2 Historical Buildings & their grounds. Promote the history of Union Bay through talks & sh
9. What portion of your activities are considered:
Non-Profit All
Recreational/Athletic /
Commercial /

10. What are your current fees? (if applicable)

Members: \$10.00 each / \$15.00 couple General Public: Same
When was your last fee increase?: March 2003

11. Has your organization received any of the following in the past?

Heritage conservation	NO	YES	Amount	Year	Purpose
Grant-in-aid		✓	\$5,000.00	2015	(done) Re-roof Post Office
Permissive tax exemption		✓	\$3,500.00	2016	Chimney repoint & soffit vent.
Waiver/reduction of fees and charges	✓		\$ All	1999 to Present	Tax Exemption
			\$		

12. Describe how a permissive tax exemption will benefit the community:

The tax exemption helps us keep our Heritage Buildings in good repair & open to the Public. It allows us to collect, catalogue & display Historical artifacts & photos of Union Bay's history. The Post Office is the center of town where people gather and is a welcoming sight for tourists to the Comox Valley.

13. Please include with your application, copies of the following:

- (a) Year to date and the immediately preceding years' financial statements
- (b) Budget for the year in which the permissive tax exemption is being requested
- (c) If available, the most recent annual report
- (d) Copy of current year's property tax assessment notice
- (e) Copy of current year's rural property tax notice, if available.

IF YOU HAVE ANY QUESTIONS ABOUT THE INFORMATION REQUIRED, PLEASE

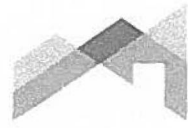
PHONE 250-334-6000

Linda D. McKay
Signature of Applicant

July 4, 2018
Date

Applications are to be submitted no later than July 15th to be considered for a tax exemption for the following year:

Mail: Comox Valley Regional District, 600 Comox Road, Courtenay, BC V9N 3P6
Fax: 250-334-4358 or Email: administration@comoxvalleyrd.ca



BC ASSESSMENT

IMPORTANT INFORMATION FOR PROPERTY IDENTIFICATION

Area: **06-Courtenay**
Jurisdiction: **771-Courtenay Rural**
Roll: **10800.000**

School District: **71-Comox Valley**
Neighbourhood: **160**

CONFIDENTIAL PIN: 0001241764

2018 PROPERTY ASSESSMENT NOTICE

Property Location & Description

5527 ISLAND HWY S
SECTION 32, TOWNSHIP 1, NELSON LAND DISTRICT, PT FR N 1/2 OF SW 1/4
MORE PARTICULARLY SHOWN ON A PL DEPOSITED UNDER DD 8240S
PID: 013-192-060

This Is Not a Tax Notice.
Tax Notices Are Issued by Your
Local Government.

This notice contains important information about your property. Please review and keep for your records.

No action is required unless you disagree with your assessment.

2018 Assessment - represents your property value as of July 1, 2017

YOUR PROPERTY VALUE HISTORY

A change in your assessed value does not necessarily mean a change in your taxes.

ASSESSED VALUE	VALUE	CLASS
LAND	137,000	BUSINESS/OTHER
BUILDINGS	170,000	
2018 ASSESSED VALUE	\$307,000	
TAXABLE VALUE	RURAL	
Less Exemptions	307,000	
2018 TAXABLE VALUE	NIL	

2018	-19%	\$307,000
2017	+3%	\$379,000
2016	+2%	\$367,000
2015	-5%	\$359,000
2014	0%	\$379,000

Important messages about your Assessment

• 2018 tax rates will be set in May. For tax information, please go to gov.bc.ca/ruralpropertytax.

IMPORTANT DATES

July 1, 2017
Assessed value is estimated for most types of properties as of this date.

October 31, 2017
Assessed value reflects property's physical condition and permitted use as of this date.

DEADLINE FOR FILING A NOTICE OF COMPLAINT (APPEAL) IS JANUARY 31, 2018
Important information about the appeal process can be found on the back of this Notice.

The Assessment Office for this property is:

Courtenay Assessment Office
2488 Idiens Way
Courtenay BC V9N 9B5
06-71-771-10800.000

The Owner/Lessee of this property is:

332865

S-07
UNION BAY HISTORICAL SOCIETY
PO BOX 448
UNION BAY BC V0R 3B0

CONTACT US

For more information about your Assessment Notice go to bcassessment.ca

From our website you can search for your property and compare your assessment to others.

Call us at **1-866-valueBC** (1-866-825-8322) or 604-739-8588.

Before using information in this Notice for non-assessment purposes, please verify records with your Land Title Office. Wherever words or expressions used in this Notice differ from wording of the legislation, the legislation shall prevail. This information is current as of printing deadline.



BC ASSESSMENT

IMPORTANT INFORMATION FOR PROPERTY IDENTIFICATION

Area: **06-Courtenay**
Jurisdiction: **771-Courtenay Rural**
Roll: **00500.000**

School District: **71-Comox Valley**
Neighbourhood: **320**

CONFIDENTIAL PIN: 0001176651



2018 PROPERTY ASSESSMENT NOTICE

Property Location & Description

5291 ISLAND HWY N
LOT A, PLAN VIP64403, SECTION 27, COMOX LAND DISTRICT, & SEC 28
GOLF COURSE & OTHER RECREATIONAL PURPOSES,
LEASE/PERMIT/LICENCE # 109337 LBF:0146098
PID: 023-613-050

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No action is required unless you disagree with your assessment.

2018 Assessment - represents your property value as of July 1, 2017

YOUR PROPERTY VALUE HISTORY

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Year	Change	Assessed Value
2018	0%	\$2,287,000
2017	0%	\$2,287,000
2016	0%	\$2,287,000
2015	0%	\$2,281,000
2014	0%	\$2,279,000

ASSESSED VALUE	VALUE	CLASS
LAND	\$ 2,000 ✓	RESIDENTIAL
<i>class 6 - Exempt Except</i>	\$ 10,000 ✓	BUSINESS/OTHER
<i>land</i>	\$ 1,406,000 ✓	REC/NON PROFIT
BUILDINGS	\$ 60,000 ✓	RESIDENTIAL
<i>class 6 Exempt Except</i>	\$ 809,000 ✓	BUSINESS/OTHER
2018 ASSESSED VALUE	\$2,287,000	
TAXABLE VALUE	RURAL	
Less Exemptions	2,272,000 ✓	
2018 TAXABLE VALUE	\$15,000 ✓	<i>class 6</i>

↑ Land \$1000 imp. 10000

Important messages about your Assessment

- A copy of this Property Assessment Notice is sent to all owners
- 2018 tax rates will be set in May. For tax information, please go to gov.bc.ca/ruralpropertytax.
- Our records indicate that this property has two or more addresses.

The Assessment Office for this property is:

Courtenay Assessment Office
2488 Idiens Way
Courtenay BC V9N 9B5
06-71-771-00500.000

The Owner/Lessee of this property is:

S-07
SUNNYDALE GOLF COURSE SOCIETY
5291 ISLAND HWY N
COURTENAY BC V9J 1S7

322032

IMPORTANT DATES

July 1, 2017
Assessed value is estimated for most types of properties as of this date.

October 31, 2017
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CONTACT US

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