

**TO:** Mayor and Council  
**FROM:** Yogi Bhalla, CFO  
**SUBJECT:** Permissive Exemption for the HUB

**MEETING DATE:** September 9, 2024

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**RECOMMENDATION:**

*To be discussed at the committee of the whole*

**PURPOSE:**

To discuss permissive exemptions for the village that are up for renewal by October 31, 2024.


**Respectfully Submitted by:**

**Approved for Submission to Council:**



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Yoginder Bhalla,  
Chief Financial Officer



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Daniela Dyck,  
Chief Administrative Officer

**BACKGROUND:**

The [Community Charter](#) and [Local Government Act](#) provide authority for Local Governments to provide tax relief to eligible properties through permissive and revitalization exemptions. The exemptions do not apply to taxation in a calendar year unless they come into force **on or before October 31<sup>st</sup>** in the preceding year.

BC Assessment requires us to submit as list of properties with the following information

- PID (for each parcel the bylaw applies to)
- Folio number (including all zeros where possible)
- Name of the exempt entity
- Legal description and street address
- The portion of the property the exemption applies to (if not the entire property)

**DISCUSSION:**

HUB has applied to have two properties granted permissive exemptions – the primary hub parcel and the parking lot as shown in the site plan. The net impact to the village taxes is nil as the properties under the school board are already exempt from taxes under statute, section 220.

To be eligible to apply for a Permissive Tax Exemption, an organization must meet the requirements under Section 224 of the Community Charter. The HUB qualifies under the charitable, philanthropic or other not-for-profit corporation that is used for a purpose that is directly related to the purposes of the corporation.

To consider purpose of the organization, the services or programs are complementary to those offered by the Village. The services should fulfill some basic need, or otherwise improve the quality of life for the residents of Ashcroft.

**SUMMARY:**

**Strategic/Municipal Objectives**

**Legislative Authority**

**Financial Implications**

**Attachment Listing**

HUB Application Package

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## Permissive Tax Exemption Application Form – 2025 - 2030

### SECTION 1 - APPLICATION DEADLINE

Forward your application on or before **Monday September 9, 2024 by 4:00 pm** to:

- Mail or in person: PO Box 129, 601 Bancroft Street, Ashcroft BC V0K 1A0
- Email: [cfo@ashcroftbc.ca](mailto:cfo@ashcroftbc.ca)
- Complete one application per property using this form. Late applications will **NOT** be accepted.

### SECTION 2 - ORGANIZATION INFORMATION:

Organization Name <b>The Ashcroft HUB Society</b>	CRA/Society Act Number: <b>7956 72704</b>
Contact Person (1): <b>Jessica Clement</b>	Phone: <b>250 453 9177</b> Email: <b>executive.director@ashcrofthub.com</b>
Contact Person (2): <b>Susan McLean</b>	Phone: <b>250 457 0457</b> Email:

Full Mailing Address:

**PO Box 599 Ashcroft BC V0K 1A0**

What is the purpose of your organization? (include a brief description of the programs and/or activities)

**To increase community engagement by providing opportunities for community members to connect through wellness, recreation + the arts.**

Are your programs/activities available to all residents of Ashcroft?  Yes  No If not, please explain:

If your organization operates on behalf of members, what are the requirements for membership? **n/a**

### SECTION 3 - SELECT PROPERTY TYPE FOR EXEMPTION:

- Owned or held by charitable, philanthropic or other not-for-profit corporations
- Owned or held by municipalities, regional cities or other local authorities
- Owned or held by athletic or service clubs/ associations and used as public parks/ recreation grounds/ for public athletic or recreational purposes
- Operated as a licensed community care facility/ registered assisted living residence
- Provides municipal services under partnering agreements
- Lands held for Cemetery purposes
- Specified properties which are part of a revitalization area

202 Ash St

**SECTION 4 - DETAILS OF EXEMPTION PROPERTY:**

1. Property Address: <del>711 Hill St</del>	Property Roll #:
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Legal Plan Description: PID 009-435-859	Legal Lot Description: Lot 54 District Lot 378 KP 1D
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2. Briefly describe the principal use of the property: Pan 12400

Run a community centre, providing direct programming & services for youth, adults & seniors as well as providing space for other organizations to provide programming & services.

3. The exemption is being claimed for:  Whole Property  Portion of Property

If the exemption is being claimed for a portion of the property:  
Gross floor area of the building: .....sq ft Floor area being claimed for use: .....sq ft

4. **Property Ownership:**  Own  Lease/Rent Entire Property  Lease/Rent a Portion of the Property.....%

a) If the property is leased/rented, who owns the property? .....

b) Term of lease/rental agreement: .....

5. **Leased Space:** Does your organization lease/rent any portion of the property to another agency/individual?  Yes  No Portion of Property.....% Floor Area.....sq ft

If yes, name of the agency/individual leasing/renting the property .....

Is this agency for profit or non-profit? .....Term of lease/rental: .....

For what purpose is this leased/rented space being used? .....

6. **Commercial Activity (i.e. daycare center, catering and hall, thrift shop, etc.):**

a) Does your organization conduct any commercial activity on this property?  Yes  No If yes, provide a brief description of the commercial activity, (include hours of operation and fees/charges):

b) Does another organization conduct any commercial activity on this property?  Yes  No If yes, provide a brief description including activity, hours of operation and fees/charges):

7. Does anyone live in the building:  Yes  No If yes:

a) How many people? ..... b) Living space square footage: .....

**SECTION 5 - REQUIRED SUPPORTING DOCUMENTATION CHECK LIST**

- Current year's budget
- Previous year's annual financial statement
- Current site plan for property
- Lease/rental agreement (if applicable – see Section 4, question 4)
- If organization is leasing/renting a portion of a property, provide a site drawing for that section of property (if applicable – see Section 4, question 3)
- Lease/rental agreements to other agencies (if applicable – see Section 4, question 5)
- Confirmation of charity status per CRA website [www.cra-arc.gc.ca](http://www.cra-arc.gc.ca) or Certificate of Good Standing as registered society per BC Registry Services

Only completed applications, with all supporting documentation, will be processed. Additional information may be requested, as deemed necessary.

**SECTION 6 - DECLARATION BY AUTHORIZED SIGNATORY**

I understand that any permissive tax exemption given for the term as indicated in this application are not indicative of permissive tax exemptions to be awarded in future years. I understand that it is our organization's responsibility to contact the Village of Ashcroft if any changes occur with respect to ownership of principal use of property.

The above information is certified to be true and correct. The Village of Ashcroft will rely on the accuracy of all information contained herein and may reject applications later found to be inaccurate.

Name (please print): <i>Jessica Clement</i>	Position: <i>Executive Director</i>
Signature <i>Jessica Clement</i>	Date: <i>Sept 4, 2024</i>

All completed applications with supporting documentation are due **Monday September 9, 2024 by 4:00 pm** and can be submitted to Finance Department at [cfo@ashcroftbc.ca](mailto:cfo@ashcroftbc.ca).

*The personal information on this form is collected for the purpose of an operating program of the Village of Ashcroft as noted in Section 26(c) of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection and use of the information, please contact the Freedom of Information Coordinator Kristine Hardy (6250-453-9161).*



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### SECTION 2 - ORGANIZATION INFORMATION:

Organization Name: <i>The Ashcroft Hub Society</i>	CRA/Society Act Number: <i>795672724</i>	
Contact Person (1): <i>Jessica Clement</i>	Phone: <i>250453 9177</i>	Email: <i>executive director @ ashcrofthub.com</i>
Contact Person (2): <i>Susan McLean</i>	Phone: <i>250457 0457</i>	Email:
Full Mailing Address: <i>PO Box 599 Ashcroft BC V0K1A0</i>		

What is the purpose of your organization? (include a brief description of the programs and/or activities)

*To increase community engagement by providing opportunities for community members to connect through wellness, recreation + the arts.*

Are your programs/activities available to all residents of Ashcroft  Yes  No If not, please explain:

If your organization operates on behalf of members, what are the requirements for membership? *n/a*

### SECTION 3 - SELECT PROPERTY TYPE FOR EXEMPTION:

- Owned or held by charitable, philanthropic or other not-for-profit corporations
- Owned or held by municipalities, regional cities or other local authorities
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- Operated as a licensed community care facility/ registered assisted living residence
- Provides municipal services under partnering agreements
- Lands held for Cemetery purposes
- Specified properties which are part of a revitalization area

**SECTION 4 - DETAILS OF EXEMPTION PROPERTY:**

1. Property Address: <u>711 Hill St</u>	Property Roll #: <u>059-449-345</u>
Legal Plan Description: <u>Lot B District Lot 378 Kamloops 12182</u>	Legal Lot Description
2. Briefly describe the principal use of the property: <u>A community centre, providing direct programming services for youth, adults + seniors as well as providing space for other organizations to provide programming + services.</u>	
3. The exemption is being claimed for: <input checked="" type="checkbox"/> Whole Property <input type="checkbox"/> Portion of Property If the exemption is being claimed for a portion of the property: Gross floor area of the building: .....sq ft    Floor area being claimed for use: .....sq ft	
4. <b>Property Ownership:</b> <input checked="" type="checkbox"/> Own <input type="checkbox"/> Lease/Rent Entire Property <input type="checkbox"/> Lease/Rent a Portion of the Property.....% a) If the property is leased/rented, who owns the property? ..... b) Term of lease/rental agreement: .....	
5. <b>Leased Space:</b> Does your organization lease/rent any portion of the property to another agency/individual? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No    Portion of Property.....%    Floor Area.....sq ft If yes, name of the agency/individual leasing/renting the property ..... Is this agency for profit or non-profit? ..... Term of lease/rental: ..... For what purpose is this leased/rented space being used? .....	
6. <b>Commercial Activity (i.e. daycare center, catering and hall, thrift shop, etc.):</b> a) Does <u>your organization</u> conduct any commercial activity on this property? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No    If yes, provide a brief description of the commercial activity, (include hours of operation and fees/charges):  b) Does <u>another organization</u> conduct any commercial activity on this property? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No    If yes, provide a brief description including activity, hours of operation and fees/charges):	
7. Does anyone live in the building: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No                      If yes: a) How many people? .....                      b) Living space square footage: .....	

**SECTION 5 - REQUIRED SUPPORTING DOCUMENTATION CHECK LIST**

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Name (please print): <i>Jessica Clement</i>	Position: <i>Executive Director</i>
Signature <i>Jessica Clement</i>	Date: <i>Sept 4, 2024</i>

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**PLAN OF SUBDIVISION OF  
LOTS 'A' AND 'C'  
OF DISTRICT LOTS 378 AND 405  
KAMLOOPS DIVISION  
YALE DISTRICT  
ACCORDING TO PLAN 12182**

PLAN 12400

Deposited in the Land Registry  
Office of Kamloops, B.C.  
this 11<sup>th</sup> day of JULY 1982.

*[Signature]*  
Registrar

SCALE: 1 INCH = 200 FEET

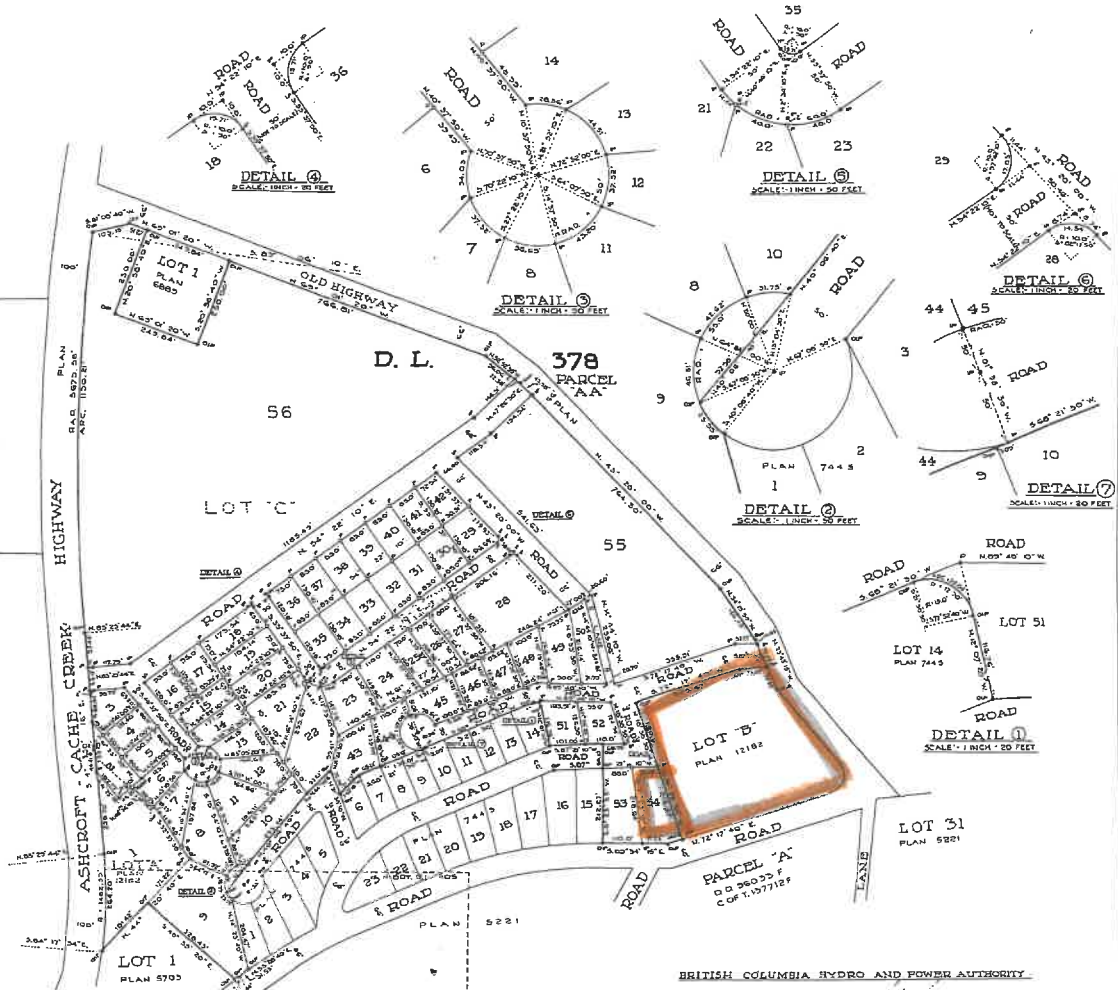
Legend:  
Bearings are referred to the meridian of Plan 12182  
• qp denotes old iron post found  
• ip denotes iron post set  
• w denotes wooden post set

FRAC. E. 1/2 SEC. 32  
TP. 20, R. 24, W. 6M.

L. S. 16

FRAC. N.E. 1/4 SEC. 29  
TP. 20, R. 24, W. 6M.

105 MILE POST  
ASHCROFT  
INDIAN RESERVE  
No. 2



I, Morgan A. O'Steewart, of the City of Vancouver, in the Province of British Columbia, a British Columbia Land Surveyor, do hereby certify that I was present at, and did personally supervise the survey represented by this plan, and that the survey and plan are correct. The said survey was completed on the 12<sup>th</sup> day of May 1982.

*[Signature]*  
Morgan A. O'Steewart  
Sworn before me this day of May 1982.  
*[Signature]*  
Notary Public in and for the Province of British Columbia

Approved under the Land Registry Act  
this 25<sup>th</sup> day of JUNE 1982

Approving Officer:  
Corporation of the Village of Ashcroft

MONTREAL TRUST COMPANY  
*[Signature]*

KEYSTONE REALTY LIMITED  
*[Signature]*  
PRESIDENT  
*[Signature]*  
DIRECTOR

BRITISH COLUMBIA HYDRO AND POWER AUTHORITY  
*[Signature]*  
EXECUTIVE DIRECTOR  
*[Signature]*  
SECRETARY

**TITLE SEARCH PRINT**

File Reference: 39872001

2024-07-18, 14:31:06

Requestor: Nadene McMaster

**\*\*CURRENT AND CANCELLED INFORMATION SHOWN\*\***

<b>Land Title District</b>	KAMLOOPS
Land Title Office	KAMLOOPS
<b>Title Number</b>	CA9485067
From Title Number	KN77406
<b>Application Received</b>	2021-11-03
<b>Application Entered</b>	2021-11-17
<b>Registered Owner in Fee Simple</b>	
Registered Owner/Mailing Address:	THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 74 (GOLD TRAIL) 400 HOLLIS ROAD P.O. BOX 250 ASHCROFT, BC V0K 1A0
<b>Taxation Authority</b>	Kamloops Assessment Area Ashcroft, The Corporation of the Village of <i>711 Hill St</i>
<b>Description of Land</b>	
Parcel Identifier:	009-449-345
Legal Description:	LOT B DISTRICT LOT 378 KAMLOOPS DIVISION YALE DISTRICT PLAN 12182
<b>Legal Notations</b>	NONE
<b>Charges, Liens and Interests</b>	NONE
<b>Duplicate Indefeasible Title</b>	NONE OUTSTANDING
<b>Transfers</b>	NONE
<b>Pending Applications</b>	NONE
<b>Corrections</b>	NONE

## The Ashcroft HUB - User Groups List

Name	Organization	Purpose
Stepping Stones Daycare	Yellowhead Community Services	5 day a week daycare for 18 month to 5 year olds
Early Learning Program	Yellowhead Community Services	2 days a week drop-in Parent and under 5 group
Adult Literacy Program	Yellowhead Community Services	Adult Literacy Support, including one-on-one reading support for adults
Healthy Beginnings	Interior Community Services	2 days a week drop-in Parent and under 5 group, pre-post natal one-on-one support
Burning Hands Ceramics		Pottery classes
Jordan - Guitar Lessons		One-on-one guitar lessons for all ages
Lovett Dance		Dance studio for youth aged 3 up to adults
Bonafide Books		Bookkeeping services
Lucy Hill Fitness		Fitness Classes and Personal Trainer
Child Care Resources and Referrals	YMCA	Childcare resources and Referrals
Jui Jitsu	Sage Brazilian Jiu Jitsu	Jiu Jitsu classes for youth and adults
Sage Sound Singers	Twisted Desert Choir	Choir
Winding Rivers Arts & Performance Society		Theatre Group
Joyce Ford - Piano Lessons		Piano lessons
The Tinker Shop		Antique equipment repair
Alcoholics Anonymous		Support meetings
Alzheimer's Caregivers Support Group	BC Alzheimer's Society	Support meetings
Better at Home	Interior Community Services	Housekeeping Services for seniors, meals for Seniors, other seniors services
Ken Brown		PALs gun safety training