



AGENDA FOR THE REGULAR MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBER AND ELECTRONICALLY (HYBRID) FROM CITY HALL, 141 WEST 14TH STREET, NORTH VANCOUVER, BC, ON MONDAY, APRIL 22, 2024 AT 6:00 PM

Watch Livestream at cnv.org/LiveStreaming
View complete Agenda Package at cnv.org/CouncilMeetings

The City of North Vancouver respectfully acknowledges that this Council meeting is held on the traditional and unceded territories of the Skwxwú7mesh (Squamish) and Səlílwətał (Tsleil-Waututh) Nations.

CALL TO ORDER

APPROVAL OF AGENDA

1. Regular Council Meeting Agenda, April 22, 2024

ADOPTION OF MINUTES

2. Regular Council Meeting Minutes, April 15, 2024

PROCLAMATION

Day of Mourning – April 28, 2024

PUBLIC INPUT PERIOD

CONSENT AGENDA

Item *3 is listed in the Consent Agenda for consideration.

BYLAW – ADOPTION

- *3. “Financial Plan for the Years 2024 to 2028 Bylaw, 2024, No. 9016”

PRESENTATION

Economic Strategy – Manager, Economic Development

REPORT

4. Economic Strategy

PRESENTATION

Upper Levels Greenway Update and Incorporation of the Lonsdale Highway Crossing: Project Initiation – Manager, Public Realm Infrastructure

REPORT

5. Upper Levels Greenway Update and Lonsdale Highway Overpass Mobility Improvements Project Initiation

PRESENTATION

Business Licensing of Short-Term Rentals – Manager, Economic Development

REPORT

6. Business Licensing of Short-Term Rentals

BYLAW – FIRST, SECOND AND THIRD READINGS

7. “Business Licence Bylaw, 2018, No. 8640, Amendment Bylaw, 2024, No. 9023” (Short-Term Rentals and Other Residential Accommodation Businesses)

REPORT

8. 2024 Appropriations #1

BYLAW – FIRST, SECOND AND THIRD READINGS

9. “Development Cost Charge (Parks) Reserve Fund Bylaw, 2024, No. 9015” (2024 Capital Plan Funding)

REPORT

10. 2024 Tax Rates Bylaw

BYLAW – FIRST, SECOND AND THIRD READINGS

11. “Tax Rates Bylaw, 2024, No. 9017”

REPORT

12. Public Hearing Prohibition for Rezoning for Residential Developments

PUBLIC CLARIFICATION PERIOD

COUNCIL INQUIRIES / REPORTS

NEW ITEMS OF BUSINESS

NOTICES OF MOTION

ADJOURN

CALL TO ORDER

APPROVAL OF AGENDA

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PROCLAMATION

Day of Mourning – April 28, 2024

PUBLIC INPUT PERIOD

The Public Input Period is addressed in sections 12.20 to 12.28 of “Council Procedure Bylaw, 2015, No. 8500.” The time allotted for each speaker addressing Council during the Public Input Period is 2 minutes, with the number of speakers set at 5 persons. Speakers’ comments will be audio recorded, as well as live-streamed on the City’s website, and will form part of the public record.

Speakers may only speak on the same matter once in a 3-month period.

Speakers during the Public Input Period are permitted to join the meeting in person in the Council Chamber or electronically via Webex. There are 2 ways to sign up to speak during the Public Input Period.

- 1) **IN PERSON:** Speakers who choose to participate in person must sign the speaker list located outside the Council Chamber between 5:30 and 5:50pm on the day of the Council meeting.
- 2) **ELECTRONICALLY VIA WEBEX:** Speakers who choose to participate electronically must pre-register by 12:00 noon on the day of the Council meeting by completing the online form at cnv.org/PublicInputPeriod, or by phoning 604-990-4234. These pre-registrants will receive instructions by email or phone on the afternoon before the Council meeting.

If a speaker has written material to accompany their comments, the material must be sent to the Corporate Officer at clerks@cnv.org no later than 12:00 noon on the day of the Council Meeting.

The Public Input Period provides an opportunity for comment only and places the speaker’s concern on record, without the expectation of a response from Council. Speakers must comply with the General Rules of Conduct set out in section 5.1 of “Council Procedure Bylaw, 2015, No. 8500” and may not speak with respect to items as listed in section 12.25(2), including Zoning Bylaws for which a Public Hearing will not be held or is prohibited under section 464 of the *Local Government Act*.

Speakers are requested not to address matters that refer to items from a concluded Public Hearing/Public Meeting or to Public Hearings, Public Meetings and Committee meetings when those matters are scheduled on the same evening’s agenda, as an opportunity for public input is provided when the particular item comes forward for discussion.

Please address the Mayor as “Your Worship” or “Mayor, followed by their surname”. Councillors should be addressed as “Councillor, followed by their surname”.

CONSENT AGENDA

Item *3 is listed in the Consent Agenda for consideration.

RECOMMENDATION:

THAT the recommendation listed within the “Consent Agenda” be approved.

START OF CONSENT AGENDA

BYLAW – ADOPTION

*3. “Financial Plan for the Years 2024 to 2028 Bylaw, 2024, No. 9016”

RECOMMENDATION:

THAT “Financial Plan for the Years 2024 to 2028 Bylaw, 2024, No. 9016” be adopted, signed by the Mayor and Corporate Officer and affixed with the corporate seal.

END OF CONSENT AGENDA

PRESENTATION

Economic Strategy – Manager, Economic Development

Item 4 refers.

REPORT

4. Economic Strategy – File: 13-6750-20-0003/1

Report: Manager, Economic Development, April 10, 2024

RECOMMENDATION:

PURSUANT to the report of the Manager, Economic Development, dated April 10, 2024, entitled “Economic Strategy”:

THAT the City of North Vancouver Economic Strategy be endorsed;

AND THAT staff report back to Council with annual updates regarding progress through the Annual Municipal Report process.

PRESENTATION

Upper Levels Greenway Update and Incorporation of the Lonsdale Highway Crossing: Project Initiation – Manager, Public Realm Infrastructure

Item 5 refers.

REPORT

5. Upper Levels Greenway Update and Lonsdale Highway Overpass Mobility Improvements Project Initiation – File: 16-8350-20-0046/1

Report: Manager, Public Realm Infrastructure, April 10, 2024

RECOMMENDATION:

PURSUANT to the report of the Manager, Public Realm Infrastructure, dated April 10, 2024, entitled “Upper Levels Greenway Update and Lonsdale Highway Overpass Mobility Improvements Project Initiation”:

THAT the community’s preferred alignment for the Upper Levels Greenway project be endorsed;

THAT staff be directed to complete options analysis, concept design and public engagement for the Lonsdale Highway Overpass Mobility Improvements;

AND THAT staff be directed to integrate analysis and concept design work of the Lonsdale Highway Overpass Mobility Improvements with the Phase 1 concept of the Upper Levels Greenway to develop a coordinated mobility solution.

PRESENTATION

Business Licensing of Short-Term Rentals – Manager, Economic Development

Item 6 refers.

REPORT

6. Business Licensing of Short-Term Rentals – File: 13-6750-10-0001/1

Report: Manager, Economic Development, April 10, 2024

RECOMMENDATION:

PURSUANT to the report of the Manager, Economic Development, dated April 10, 2024, entitled “Business Licensing of Short-Term Rentals”:

THAT “Business Licence Bylaw, 2018, No. 8640, Amendment Bylaw, 2024, No. 9023” (Short-Term Rentals and Other Residential Accommodation Businesses) be considered;

AND THAT staff seek redirection of the portion of the Municipal and Regional District Tax collected on Short-Term Rentals to the City’s Affordable Housing Reserve Fund for the purpose of supporting affordable housing initiatives.

Item 7 refers.

BYLAW – FIRST, SECOND AND THIRD READINGS

7. "Business Licence Bylaw, 2018, No. 8640, Amendment Bylaw, 2024, No. 9023" (Short-Term Rentals and Other Residential Accommodation Businesses)

RECOMMENDATION:

THAT "Business Licence Bylaw, 2018, No. 8640, Amendment Bylaw, 2024, No. 9023" (Short-Term Rentals and Other Residential Accommodation Businesses) be given first and second readings;

AND THAT "Business Licence Bylaw, 2018, No. 8640, Amendment Bylaw, 2024, No. 9023" (Short-Term Rentals and Other Residential Accommodation Businesses) be given third reading.

REPORT

8. 2024 Appropriations #1 – File: 05-1705-30-0019/2024

Report: Chief Financial Officer, April 10, 2024

RECOMMENDATION:

PURSUANT to the report of the Chief Financial Officer, dated April 10, 2024, entitled "2024 Appropriations #1":

THAT (Funding Appropriation #2405) an amount of \$6,635,184 be appropriated from the General Capital Reserve for the purpose of funding the 2024-2028 Capital Plan;

THAT (Funding Appropriation #2406) an amount of \$42,936 be appropriated from the Computer Equipment Reserve for the purpose of funding the 2024-2028 Capital Plan;

THAT (Funding Appropriation #2407) an amount of \$23,568,121 be appropriated from the Civic Amenity Harry Jerome Reserve for the purpose of funding the 2024-2028 Capital Plan;

THAT (Funding Appropriation #2408) an amount of \$2,746,550 be appropriated from the Civic Amenity Reserve for the purpose of funding the 2024-2028 Capital Plan;

THAT (Funding Appropriation #2409) an amount of \$185,000 be appropriated from the Carbon Fund Reserve for the purpose of funding the 2024-2028 Capital Plan;

THAT (Funding Appropriation #2410) an amount of \$320,000 be appropriated from the Tax Sale Land Interest Reserve for the purpose of funding the 2024-2028 Capital Plan;

Continued...

REPORT – CONTINUED

8. 2024 Appropriations #1 – File: 05-1705-30-0019/2024 – Continued

THAT (Funding Appropriation #2411) an amount of \$640,000 be appropriated from the Growing Community Reserve for the purpose of funding the 2024-2028 Capital Plan;

THAT “Development Cost Charge (Parks) Reserve Fund Bylaw, 2024, No. 9015” (2024 Capital Plan Funding), a Bylaw to appropriate an amount of \$49,500 from DCC (Parks) Reserve Fund to fund 2024-2028 Capital Plan, be considered;

AND THAT should any of the amounts remain unexpended as at December 31, 2027, the unexpended balances shall be returned to the credit of the respective reserves.

Item 9 refers.

BYLAW – FIRST, SECOND AND THIRD READINGS

9. “Development Cost Charge (Parks) Reserve Fund Bylaw, 2024, No. 9015” (2024 Capital Plan Funding)

RECOMMENDATION:

THAT “Development Cost Charge (Parks) Reserve Fund Bylaw, 2024, No. 9015” (2024 Capital Plan Funding)” be given first and second readings;

AND THAT “Development Cost Charge (Parks) Reserve Fund Bylaw, 2024, No. 9015” (2024 Capital Plan Funding)” be given third reading.

REPORT

10. 2024 Tax Rates Bylaw – File: 05-1970-05-0005/2024

Report: Chief Financial Officer, April 10, 2024

RECOMMENDATION:

PURSUANT to the report of the Chief Financial Officer, dated April 10, 2024, entitled “2024 Tax Rates Bylaw”:

THAT “Tax Rates Bylaw, 2024, No. 9017” be considered.

Item 11 refers.

BYLAW – FIRST, SECOND AND THIRD READINGS

11. “Tax Rates Bylaw, 2024, No. 9017”

RECOMMENDATION:

THAT “Tax Rates Bylaw, 2024, No. 9017” be given first and second readings;

AND THAT “Tax Rates Bylaw, 2024, No. 9017” be given third reading.

REPORT

12. Public Hearing Prohibition for Rezoning for Residential Developments
– File: 06-2210-01-0001/2024

Report: City Solicitor, April 16, 2024

RECOMMENDATION:

PURSUANT to the report of the City Solicitor, dated April 16, 2024, entitled
“Public Hearing Prohibition for Rezoning for Residential Developments”:

THAT the report of the City Solicitor, dated April 16, 2024, entitled “Public
Hearing Prohibition for Rezoning for Residential Developments”, be received for
information.

PUBLIC CLARIFICATION PERIOD

The Public Clarification Period is limited to 10 minutes in total and is an opportunity for the public to ask a question regarding process or clarification on an item on the Regular Council Agenda. The Public Clarification Period concludes after 10 minutes and the Regular Council Meeting reconvenes.

COUNCIL INQUIRIES / REPORTS

NEW ITEMS OF BUSINESS

NOTICES OF MOTION

ADJOURN



**MINUTES OF THE REGULAR MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBER AND ELECTRONICALLY (HYBRID) FROM CITY HALL, 141 WEST 14TH STREET, NORTH VANCOUVER, BC, ON
MONDAY, APRIL 15, 2024**

PRESENT

COUNCIL MEMBERS

Mayor L. Buchanan
Councillor H. Back
Councillor D. Bell
Councillor A. Girard
Councillor J. McIlroy
Councillor S. Shahriari
Councillor T. Valente

STAFF MEMBERS

L. McCarthy, CAO
B. Pearce, Deputy CAO
P. DeJong, Acting Corporate Officer
J. Peters, Manager, Legislative and Election Services
L. Sawrenko, Chief Financial Officer
H. Granger, City Solicitor
K. Magnusson, Director, Engineering, Parks and Environment
D. Hutch, Deputy Director, Parks and Public Spaces
D. Priestly, Acting Manager, Parks and Natural Spaces
S. Galloway, Director, Planning and Development
G. Schalk, Public Safety Director and Fire Chief
E. Doran, Director, People and Culture
H. van Gelderen, Legislative Services Advisor

The meeting was called to order at 6:00 pm.

APPROVAL OF AGENDA

Moved by Councillor McIlroy, seconded by Councillor Back

1. Regular Council Meeting Agenda, April 15, 2024

CARRIED UNANIMOUSLY

R2024-04-15/1

ADOPTION OF MINUTES

Moved by Councillor Valente, seconded by Councillor Back

2. Regular Council Meeting Minutes, April 8, 2024

CARRIED UNANIMOUSLY

R2024-04-15/2

PUBLIC INPUT PERIOD

None

CONSENT AGENDA

Moved by Councillor Bell, seconded by Councillor Shahriari

THAT the recommendations listed within the "Consent Agenda" be approved.

CARRIED UNANIMOUSLY

START OF CONSENT AGENDA

BYLAW – ADOPTION

3. “Street and Traffic Bylaw, 1991, No. 6234, Amendment Bylaw, 2024, No. 9022”
(Electric Kick Scooter Pilot)

Moved by Councillor Bell, seconded by Councillor Shahriari

THAT “Street and Traffic Bylaw, 1991, No. 6234, Amendment Bylaw, 2024, No. 9022”
(Electric Kick Scooter Pilot) be adopted, signed by the Mayor and Corporate Officer
and affixed with the corporate seal.

(CARRIED UNANIMOUSLY BY CONSENT)

R2024-04-15/3

REPORT

4. Appointment of North Shore Designate to E-Comm Board – 2024-2025 Term and
Proxyholder for E-Comm Board Annual General Meeting – File: 01-0230-20-0016/2024

Report: Acting Corporate Officer, April 3, 2024

Moved by Councillor Bell, seconded by Councillor Shahriari

PURSUANT to the report of the Acting Corporate Officer, dated April 3, 2024, entitled
“Appointment of North Shore Designate to E-Comm Board – 2024-2025 Term and
Proxyholder for E-Comm Board Annual General Meeting”:

THAT District of North Vancouver Mayor Mike Little be nominated to serve as the
North Shore designate to the E-Comm Board of Directors for the 2024-2025 term,
such Board to be elected by the E-Comm Board of Directors at the Annual General
Meeting on June 20, 2024;

AND THAT Mayor Mike Little be designated as nominee to attend the Annual General
Meeting of the Shareholders for the purpose of voting the City of North Vancouver
shares.

(CARRIED UNANIMOUSLY BY CONSENT)

R2024-04-15/4

END OF CONSENT AGENDA

DELEGATION

Stephen von Sychowski, President, Vancouver and District Labour Council, and
Joyce Griffiths, Community Member

Re: Insourcing HandyDART

Stephen von Sychowski, Vancouver and District Labour Council, and Joyce Griffiths provided
a verbal presentation regarding “Insourcing HandyDART” and responded to questions from
Council.

CORRESPONDENCE

5. Stephen von Sychowski, President, Vancouver and District Labour Council, February 23, 2024 – File: 16-8500-01-0001/2024

Re: Insourcing HandyDART

Moved by Councillor Girard, seconded by Councillor Bell

THAT the correspondence from Stephen von Sychowski, President, Vancouver and District Labour Council, dated February 23, 2024, regarding “Insourcing HandyDART”, be received for information and with thanks;

THAT Council authorize the Save Our HandyDART Coalition to add the North Vancouver City Council, as a signatory, to the Coalition’s open letter to the Minister of Transportation and Infrastructure, Rob Fleming, which directs the Translink Board to:

1. fulfill TransLink's original pledge to limit the percentage of taxi trips to 7% or lower of total HandyDART trips;
2. provide accessible, affordable and increased HandyDART transportation as part of the government’s commitment to implement the *Accessible BC Act*;
3. develop and conduct an unbiased Public Sector Comparator (PSC) with a multiple accounts evaluation containing rider and worker input, to compare insourcing to continued outsourcing while taking into account safety and service quality;
4. develop and implement a plan to bring HandyDART in-house as a subsidiary of TransLink, including providing provincial and federal funds for permanent facilities for an expanded and electric HandyDART fleet;

AND THAT the HandyDART report, provided by Stephen von Sychowski, be forwarded to the North Shore Advisory Committee on Disability Issues for information.

CARRIED UNANIMOUSLY

R2024-04-15/5

PRESENTATION

2024 Low Mow Meadow Program – Acting Manager, Parks and Natural Spaces

The Acting Manager, Parks and Natural Spaces, provided a PowerPoint presentation regarding the “2024 Low Mow Meadow Program” and responded to questions from Council.

REPORTS

6. Low Mow Meadow Program – File: 12-6240-01-0001/2024

Report: Acting Manager, Parks and Natural Spaces, April 10, 2024

Moved by Councillor Bell, seconded by Councillor McIlroy

PURSUANT to the report of the Acting Manager, Parks and Natural Spaces, dated April 10, 2024, entitled “Low Mow Meadow Program”:

THAT staff be directed to retain the 2023 pilot sites of the Low Mow Meadow program with the inclusion of the pilot site for Mahon Park for 2024;

THAT staff be directed to focus on getting back to a standard level of care and maintenance to our streets, public spaces and parks;

THAT staff be directed to commence pollinator counts from the pilot sites in 2024;

AND THAT Council consider the expansion of the Low Mow Meadow program in 2025.

CARRIED

R2024-04-15/6

Councillor Valente is recorded as voting in opposition to the motion.

7. 2024-2028 Financial Plan Bylaw – File: 05-1700-03-0001/2024

Report: Chief Financial Officer, April 3, 2024

Moved by Councillor McIlroy, seconded by Councillor Valente

PURSUANT to the report of the Chief Financial Officer, dated April 3, 2024, entitled “2024-2028 Financial Plan Bylaw”:

THAT “Financial Plan for the Years 2024 to 2028 Bylaw, 2024, No. 9016” be considered.

CARRIED UNANIMOUSLY

R2024-04-15/7

BYLAW – FIRST, SECOND AND THIRD READINGS

8. “Financial Plan for the Years 2024 to 2028 Bylaw, 2024, No. 9016”

Moved by Councillor McIlroy, seconded by Councillor Girard

THAT “Financial Plan for the Years 2024 to 2028 Bylaw, 2024, No. 9016” be given first and second readings;

AND THAT “Financial Plan for the Years 2024 to 2028 Bylaw, 2024, No. 9016” be given third reading.

CARRIED UNANIMOUSLY

R2024-04-15/8

PUBLIC CLARIFICATION PERIOD

Nil.

COUNCIL INQUIRIES / REPORTS

Nil.

NEW ITEMS OF BUSINESS

Nil.

NOTICES OF MOTION

Nil.

RECESS TO CLOSED SESSION

Moved by Councillor McIlroy, seconded by Councillor Back

THAT Council recess to the Committee of the Whole, Closed Session, pursuant to the *Community Charter*, Sections 90(1)(c) [labour relations] and 90(1)(i) [legal advice], and where required, Council considers that the matters could reasonably be expected to harm the interests of the City if they were held in public.

CARRIED UNANIMOUSLY

The meeting recessed to the Committee of the Whole, Closed Session, at 7:41 pm and reconvened at 8:58 pm.

REPORT OF THE COMMITTEE OF THE WHOLE (CLOSED SESSION)

Moved by Councillor Back, seconded by Councillor Valente

THAT the following item from the Committee of the Whole (Closed Session), of April 15, 2024, be ratified:

9. Legal Advice – File: 06-2210-01-0001/2024

Report: City Solicitor, April 9, 2024

PURSUANT to the report of the City Solicitor, dated April 9, 2024, regarding legal advice:

THAT the wording of the resolution and the report of the City Solicitor, dated April 9, 2024, remain in the Closed session.

R2024-04-15/9

CARRIED UNANIMOUSLY

ADJOURN

Moved by Councillor McIlroy, seconded by Councillor Back

THAT the meeting adjourn.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:59 pm.

“Certified Correct by the Acting Corporate Officer”

ACTING CORPORATE OFFICER



Office of the Mayor

CITY OF NORTH VANCOUVER
BRITISH COLUMBIA

Proclamation

DAY OF MOURNING

Whereas the Parliament of Canada passed the Workers Mourning Day Act in 1991, making April 28 an official Day of Mourning;

Whereas in British Columbia alone, 175 workers lost their lives in 2023 as a result of workplace injury and occupational disease;

Whereas annual observance of this day provides an opportunity to raise public awareness of occupational health and safety and strengthens our resolve for the business community to establish safe and healthy conditions in the workplace;

And Whereas the Day of Mourning is dedicated to remembering those who have lost their lives, suffered injury or illness on the job, or experienced a work-related tragedy;

Now Therefore I, Linda Buchanan, Mayor of the City of North Vancouver, do hereby proclaim **April 28, 2024** as **Day of Mourning** in the City of North Vancouver, the traditional territories of the Squamish and Tsleil-Waututh Nations.

So proclaimed on Monday, April 22, 2024

Linda C. Buchanan

Mayor Linda Buchanan

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THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 9016

Financial Plan for the Years 2024 to 2028

The Council of The Corporation of the City of North Vancouver, in open meeting assembled, enacts as follows:

1. This Bylaw shall be known and cited for all purposes as “**Financial Plan for the Years 2024 to 2028 Bylaw, 2024, No. 9016**”.
2. Schedule “A” attached hereto is the Financial Plan of The Corporation of the City of North Vancouver for the period commencing January 1, 2024, and ending December 31, 2028.

READ a first time on the 15th day of April, 2024.

READ a second time on the 15th day of April, 2024.

READ a third time on the 15th day of April, 2024.

ADOPTED on the <> day of <>, 2024.

MAYOR

ACTING CORPORATE OFFICER

**SCHEDULE "A" TO BYLAW NO. 9016
CITY OF NORTH VANCOUVER FINANCIAL PLAN
FOR THE YEARS 2024 – 2028**

(1) 2024 – 2028 Financial Plan (\$000's)

For the year ended December 31	2024	2025	2026	2027	2028
Revenue					
Property Value Tax	80,951	83,576	86,276	89,053	91,910
Levies (Storm and Eco)	5,565	6,847	8,333	8,811	9,269
Revenue from Fees and Services	55,255	59,442	64,313	69,592	73,083
Revenue from Other Sources	4,187	4,058	4,099	4,140	4,181
	145,958	153,923	163,021	171,597	178,443
Transfers					
Collections for Other Governments	59,940	61,139	62,362	63,609	64,881
Transfer from Reserves	145,324	82,373	60,479	70,151	58,894
External Contributions	23,045	5,718	4,045	2,632	3,362
Transfer from Capital Assets	19,500	19,890	165,288	20,694	21,108
	247,809	169,120	292,174	157,086	148,245
Total Revenues	393,767	323,043	455,196	328,683	326,688
Expenditures					
Operating Expenses					
General Government	30,261	31,017	31,792	32,587	33,402
Transportation and Transit	10,753	11,022	11,298	11,580	11,870
Health, Social Services, Housing	8,133	8,336	8,544	8,758	8,977
Development Services	9,329	9,562	9,801	10,046	10,297
Protective Services	34,978	35,852	36,748	37,667	38,609
Parks, Recreation and Culture	29,836	30,582	31,347	32,131	32,934
Water	13,170	20,553	21,412	22,199	22,955
Sewer	14,643	26,306	30,539	34,174	36,593
Solid Waste	4,242	4,298	4,408	4,521	4,638
	155,345	177,528	185,889	193,663	200,275
Capital Expenditures	145,086	48,387	27,423	36,590	27,050
Transfers					
Collections for Other Governments	59,940	61,139	62,362	63,609	64,881
Equity	19,281	19,404	19,889	20,386	20,896
Reserves	12,117	11,179	43,060	10,840	9,991
Debt Servicing	1,998	5,406	116,573	3,595	3,595
	93,336	97,128	241,884	98,430	99,363
Total Expenditures	393,767	323,043	455,196	328,683	326,688

**SCHEDULE “A” TO BYLAW NO. 9016
CITY OF NORTH VANCOUVER FINANCIAL PLAN
FOR THE YEARS 2024 – 2028**

(2) Revenue Proportions by Funding Source
(Excluding Transfers)

	(\$000's)									
	2024	%	2025	%	2026	%	2027	%	2028	%
Property Value Tax	80,951	55	83,576	54	86,276	53	89,053	52	91,910	52
Levies (Storm and Eco)	5,565	4	6,847	4	8,333	5	8,811	5	9,269	5
Revenue from Fees and Services	55,255	38	59,442	39	64,313	39	69,592	41	73,083	41
Revenue from Other Sources	4,187	3	4,058	3	4,099	3	4,140	2	4,181	2
Total Revenues	145,958	100	153,923	100	163,021	100	171,597	100	178,443	100

Background: Property Taxes are CNV’s major source of revenue. CNV’s reliance on property tax as a source of revenue has increased gradually over the past several years. This trend is partially due to the lack of access to other types of revenues. Where feasible, CNV charges user fees for services, however this is not possible for many services. The 2024 – 2028 Financial Plan projects the percentage of revenue coming from property taxes to decrease gradually, due to the assumptions in place surrounding growth of revenue from Fees and Services, particularly within Utilities where rate increases need to account for significant future costs from Metro Vancouver.

Policy: The City will continue to look for ways to reduce the overall percentage of revenue that comes from property tax, by pursuing alternate revenue sources, and remains committed to charging user fees for services where feasible.

(3) Distribution of Property Taxes among the Property Classes

Property Class and Description		Tax Allocation %	
		2023	2024
1	Residential	56.68%	57.29%
2	Utilities	0.45%	0.43%
4	Major Industry	11.32%	11.11%
5	Light Industry	0.94%	0.95%
6	Business And Other	30.57%	30.18%
8	Recreation/Non-Profit	0.04%	0.04%

Background: Council adopted a Long Term Property Tax Strategy to shift taxes from the Business and Other and Light Industry tax classes to the Residential tax class. The goal of this strategy was to move CNV’s tax rates and tax rate ratios to a competitive position within the Metro Vancouver Region, while maintaining principles of fairness and equity. As CNV’s tax rates and tax rate ratios are now competitive within the region, Council endorsed an across the board tax rate increase for 2024.

Policy: CNV will continue to distribute property taxes among the various property classes to keep tax rates and tax rate ratios competitive within the Metro Vancouver Region, while maintaining the principles of fairness and equity.

**SCHEDULE “A” TO BYLAW NO. 9016
CITY OF NORTH VANCOUVER FINANCIAL PLAN
FOR THE YEARS 2024 – 2028**

(4) Use of Permissive Tax Exemptions

Background: Council currently allows Permissive Tax Exemptions to organizations within the City, in accordance with authority provided under the Community Charter. The Community Charter shows various types of institutions as eligible, including religious institutions, providers of social housing, and not for profit societies and service organizations.

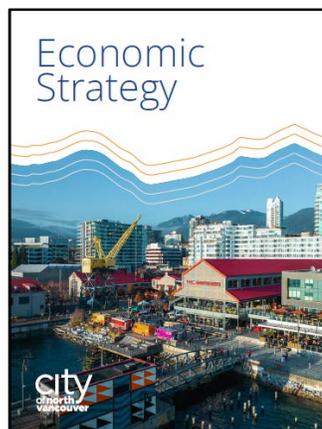
Policy: CNV has adopted a policy that includes a set of criteria for approving Permissive Tax Exemptions. This criteria links taxation exemptions to desired community needs and outcomes. Applications are also assessed on whether or not uses are available to a significant portion of community residents, if there is ongoing involvement of community volunteers, if benefiting organizations have competent management, and if funding comes from multiple sources. Council also carefully considers the total amount of Permissive Tax Exemptions granted each year when reviewing the annual Property Tax Exemption bylaw, giving consideration to the equity of shifting the exempted tax burden to other property owners in the City.

All existing Permissive Tax Exemptions are reviewed each year and staff continue to work with all organizations who receive a Permissive Tax Exemption to ensure that their services align with Council’s strategy plan.



Finalization of Economic Strategy

- Research and engagement: 2021/22
- Draft Strategy and Presentation: July 2023
- Final engagement: Fall/Winter 2023
- Draft Strategy for Council endorsement: April 2024
- Publication: April 2024



Pathways and Directions

Pathway 1: Enhance Economic Space

DIRECTION: Optimize Employment Lands and Innovate Economic Space



Pathway 2: Make it Easier to do Business

DIRECTION: Adopt a City-Wide 'Open for Business' Approach

Pathway 3: Create World-Class, Multifunctional Public Places

DIRECTION: Activate the Public Realm to Facilitate Economic Growth

Pathway 4: Build a Future-Focused, Resilient Local Economy

DIRECTION: Enable Responsive and Targeted Economic Programming



Priority Initiatives

Pathway 1: Enhance Economic Space

- Health & Life Sciences Cluster
- Lonsdale Great Street project
- Business composition and growth opportunities of light-industrial areas

Pathway 2: Make it Easier to do Business

- Streamline and modernize business-related City regulations and processes
- Realign City resources and business services to increase efficiency, equity and results



Priority Initiatives

Pathway 3: Create World-Class, Multifunctional Public Places

- Commercial opportunities to support enhanced public spaces
- Support and collaborate on future-focused development of the Waterfront District
- Explore tools to reduce conflict in public realm between residential and business uses

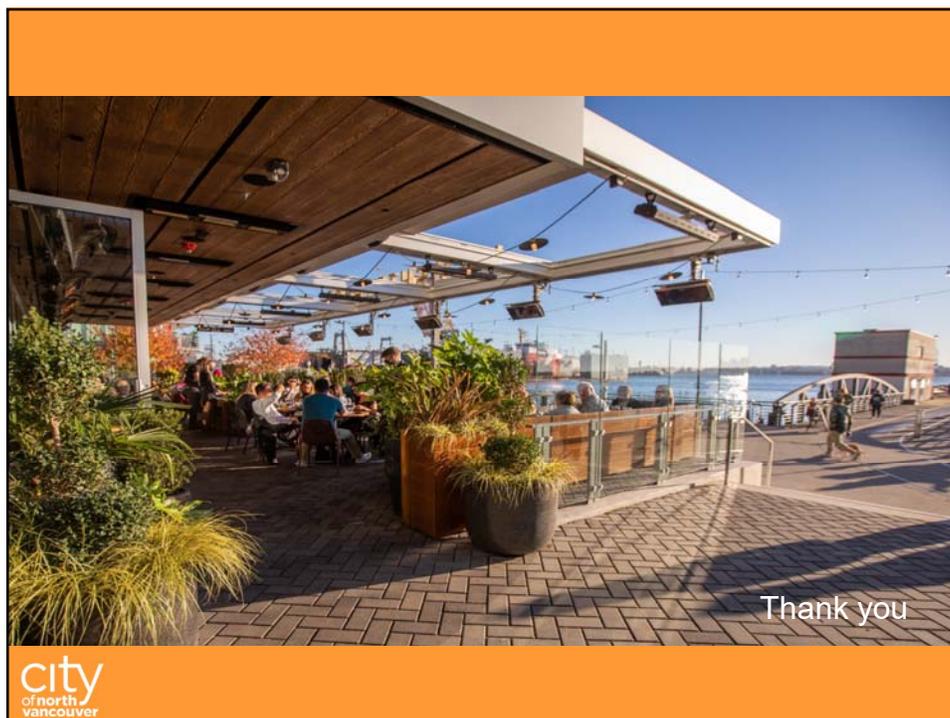
Pathway 4: Build a Future-Focused, Resilient Local Economy

- Baseline data collection
- Sectoral opportunities in Tourism and Creative Industries, including Arts and Culture
- Collaboration with Community Wellbeing Strategy on shared prosperity and affordability

Next Steps

- Strategy consideration and endorsement by Council
- Delivery of Priority Projects - ongoing
- Annual planning and resource allocations
- Strategy integration into the OCP







 Department Manager	 Director	 CAO
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The Corporation of **THE CITY OF NORTH VANCOUVER**
OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

REPORT

To: Mayor Linda Buchanan and Members of Council
From: Siobian Smith, Manager, Economic Development
Subject: ECONOMIC STRATEGY
Date: April 10, 2024 File No: 13-6750-20-0003/1

The following is a suggested recommendation only. Refer to Council Minutes for adopted resolution.

RECOMMENDATION

PURSUANT to the report of the Manager, Economic Development, dated April 10, 2024, entitled "Economic Strategy":

THAT the City of North Vancouver Economic Strategy be endorsed;

AND THAT staff report back to Council with annual updates regarding progress through the Annual Municipal Report process.

ATTACHMENTS

1. City of North Vancouver Economic Strategy (Final Draft) (CityDocs [2503712](#))
2. Draft Strategies Update – July 2023 (CityDocs [2504235](#))

SUMMARY

This report presents the final version of the Economic Strategy for Council consideration (Attachment 1). This version of the report incorporates minor suggested edits from the final round of consultation completed in the fall of 2023, as well as feedback from Council following the presentation of the draft Strategy in July 2023.

BACKGROUND

Adoption of the Economic Strategy (the Strategy) was identified as a priority in the Council Strategic Plan for 2022-2026, following initial research and engagement undertaken in late 2021 as the community emerged from the pandemic. The Economic

Strategy is one of four strategies that staff are developing to support the Official Community Plan (OCP) and provides further direction in the key areas of:

- Mobility;
- Economy;
- Community Wellbeing; and
- Climate and Environment.

The Mobility Strategy was approved in April 2022 and work on the other three strategies has been ongoing since then.

In 2021 extensive research and engagement with the business community and partners was completed by external consultants to gather data and insights to build the Strategy framework. Public input was solicited through an open “Let’s Talk” campaign promoted through social media and other public outreach channels. A targeted survey was also issued to City Business Licence holders in summer 2021 which focused on identifying key challenges and opportunities for local business growth and prosperity, as well as gathering feedback on City services provided to the business community.

Feedback from City teams and sector-focused business groups was used to refine the pathways and proposed tactics within the draft Strategy which was then presented to Council in July 2023 (Attachment 2). Since then, discussions were held with representatives of the business community to review the final Strategy. Minor edits were incorporated and the Strategy was produced into a final graphic design layout.

DISCUSSION

The Strategy is intended to guide the City’s efforts to: increase the strength and diversity of our local economy; support job creation; and improve quality of life for our residents.

The Strategy includes four pathways that provide clear and updated directions and suggested tactics to support the OCP, and guide City decision-making and resource allocation over the coming 5 to 10 years. As with the other three strategies, the OCP’s vision forms the foundation for each document. The Strategy includes a succinct overview of the City’s current economic challenges and opportunities, and incorporates flexibility in the suggested tactics to enable nimble responses to evolving economic and social conditions.

The Strategy’s four pathways are summarized below:

1. **Enhance Economic Space:** Optimize employment lands and innovate economic space;
2. **Make it Easy to Do Business:** Adopt a city-wide ‘open for business’ approach;
3. **Create World-Class, Multifunctional Public Places:** Activate the public realm to facilitate economic growth; and

4. **Build a Future-Focused and Resilient Local Economy:** Enable responsive and targeted economic programming.

The Strategy provides a wide range of tactics for each of the four pathways. Those tactics are to be delivered over the life of the Strategy. The Strategy's section on Implementation includes ten prioritization principles which will be used to identify initiatives for implementation under each pathway. Staff will maximize efficiency by utilizing the City's existing corporate planning tools (such as the Corporate Business Plan, Annual Financial Plan, and the Annual Municipal Report) to deliver and report out on the Strategy initiatives. Staff will continue engagement with the business community and our partners to support decision-making on these annual priorities and identify opportunities for increased collaboration.

The Strategy provides a final Outcomes and Measurements section that summarizes how progress on the Strategy will be measured and reported out annually in four key assessment areas: economic spaces meeting the needs of the businesses and community; the ease of doing business in the City; the success of our public realm in supporting the local economy; and future-focused and sustainable growth.

FINANCIAL IMPLICATIONS

In the 2024 Financial Plan, funding was allocated to support several priority projects in Council's Strategic Plan that align with directions in the Strategy. Funds to support ongoing delivery of the Strategy will be addressed through future Annual Financial Plans reviewed and approved by Council.

INTER-DEPARTMENTAL IMPLICATIONS

The Strategy establishes new policy direction that will have cross-organizational implications. Following Council endorsement of the Strategy, staff will undertake team-specific briefings to identify opportunities for collaboration and potential impacts with new and ongoing projects so that the Strategy is integrated into the City's broad decision making. Meaningful efforts are already underway to incorporate the themes of the Strategy into joint planning processes through integrated project teams and issues-management, as well as collaborative policy development.

STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS

A future update to the OCP will integrate the Strategy to enable a clear and simplified policy landscape for the public and municipal staff. Annual reporting on the Strategy will also articulate to the public, the investments and programs directed through the Council Strategic Plan.

RESPECTFULLY SUBMITTED:



Siobian Smith
Manager, Economic Development

Economic Strategy





Overview

INVESTMENT LOOKS DIFFERENT HERE

Ocean and rivers. Mountains and forests. Clean air. Unparalleled access to out-of-this-world recreation. A diverse community, rich in culture and fun. A vibrant, urban business core. A thriving local economy.

Across the North Shore, people are living, working, and building futures for themselves and their families. We live in a unique place, at a time when so much of what we know and have known is changing at a rapid pace.

Led by Mayor and Council, the City of North Vancouver represents the interests of all residents and businesses located in the City. Together with a team of dedicated City staff, Council is working to balance the needs of the community to ensure a livable and sustainable City for all.

The City of North Vancouver's Economic Strategy will guide our community's efforts to increase the strength and diversity of our local economy. To support job creation and improve quality of life for all residents, we need to tap into what defines who we are, what makes us different from other municipalities, how we attract new ideas and innovation, and how we remove barriers to our collective success.

While the challenges of the last few years have brought our community together in many ways, competition, affordability and fast-moving conditions for businesses mean we need to be increasingly engaged and supportive as we look ahead.

Investment looks different here because it reflects who we are, looking forward, together.



Land Acknowledgment

The City of North Vancouver (the City) acknowledges that it is situated on the ancestral, traditional and unceded territories of the Sḵw̱x̱wú7mesh (Squamish) and sə́lilwətaɬ (Tsleil-Waututh) Nations. These Nations remain deeply connected to their lands and waters and, as we build community here, we acknowledge this has been their home since time immemorial. We thank them for sharing this land with us and for their ongoing partnership with the City on mutual priorities.

A Commitment to Truth and Reconciliation

The City is committed to Truth and Reconciliation. We humbly recognize that we need to learn the truth about Indigenous history in Canada and are at the beginning of our journey of reconciliation with First Nations.

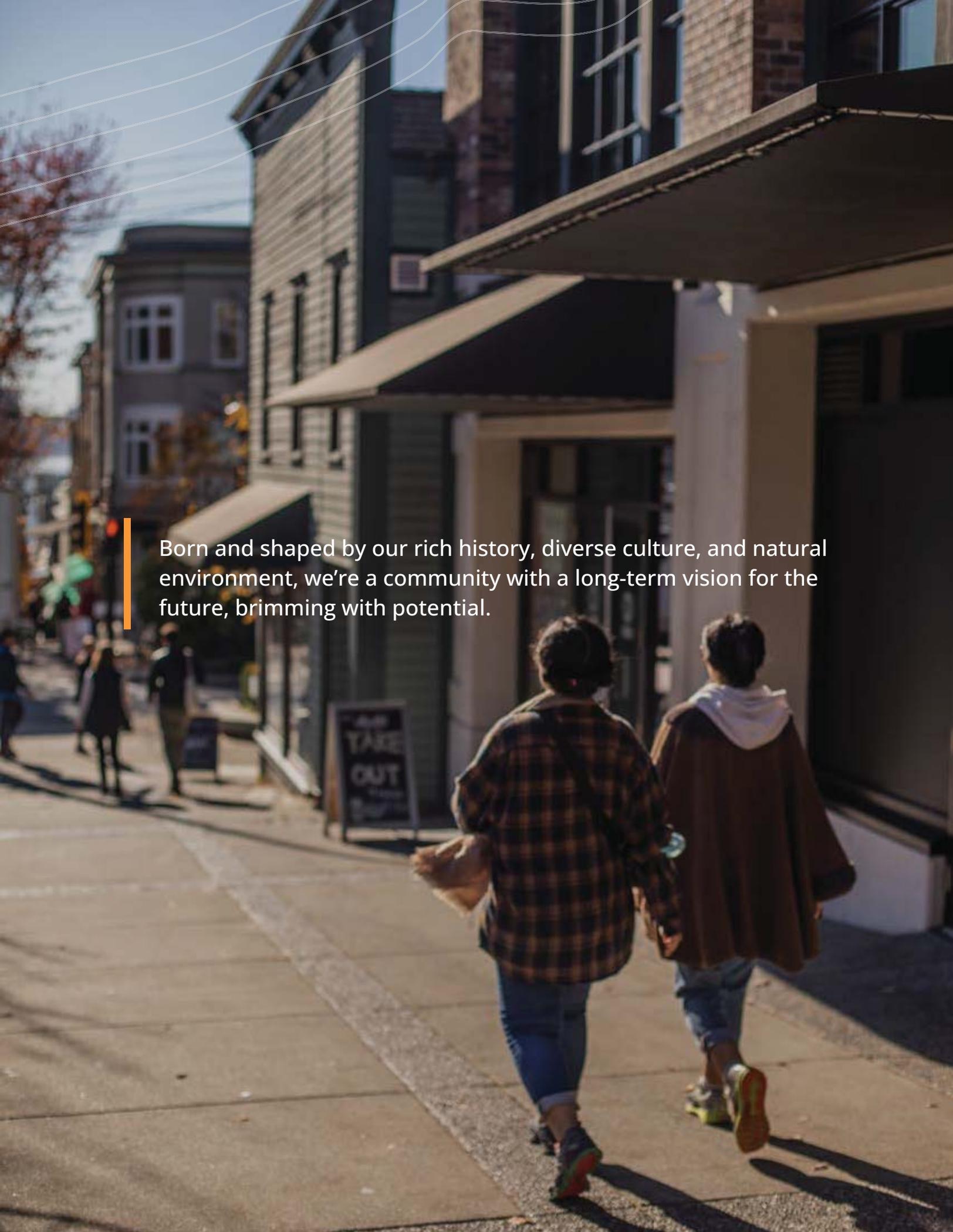
The City will work collaboratively, cooperatively, and respectfully with the Sḵw̱x̱wú7mesh (Squamish) and sə́lilwətaɬ (Tsleil-Waututh) Nations on policy, projects, programs, and services at the City and incorporate the Truth and Reconciliation Commission's Calls to Action, support the principles and objectives of the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP), and the Province of British Columbia's Declaration on the Rights of Indigenous Peoples Act (DRIPA).

Appreciation and Thanks

This Economic Strategy was developed with input and support from many residents, businesses, rights holders, interest holders, non-profit organizations, community experts, City staff, and more. The City is grateful for everyone's efforts and time.

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Born and shaped by our rich history, diverse culture, and natural environment, we're a community with a long-term vision for the future, brimming with potential.

WHAT IS THE Economic Strategy?

What Are We Trying to Achieve?

This Economic Strategy will guide our efforts and resources over the immediate to medium-term – at City Hall and within our community – to address challenges the business community faces, take advantage of opportunities we identify, and collaboratively strengthen our local economy. Our priorities will support the conditions for a strong, thriving, and sustainable City economy in the immediate to medium-term. This Strategy considers our unique advantages of place and strives to ensure our City is a desirable place to live and do business.

By 2033, the City of North Vancouver will be a leader in supporting jobs and businesses that focus on the needs of the future. We will create prosperity that can be shared more equitably through investment in the City's long-term economic growth, social cohesion, and environmental resilience.



Defining Economic Development



The post-COVID world presents new economic opportunities and an imperative to support the most impacted elements of our society.

At its core, economic development is focused on retaining businesses and jobs, attracting new investment and businesses into the City, supporting business expansion to increase local employment opportunities, and ensuring the availability and retention of a local workforce. Every jurisdiction has a unique context that guides how

these foundational objectives can best be realized. Our economic vision must be aligned with all elements of growth, development, and community well-being in the City. Our initiatives will prioritize future-focused growth opportunities in targeted sectors that will have the most beneficial impacts for the City and its residents and businesses.

¹ Source of Definition: BC Ministry of Jobs, Economic Development and Innovation



All levels of government have a role in supporting economic development. However, each level has its own responsibilities, jurisdiction, and priorities. Our local government has core responsibilities and is best placed to deliver services focused on:

LAND USE

Where and under what conditions businesses can locate and how they occupy space.

BUSINESS LICENCING

Permissible types and models of businesses; ability to legally operate and generate revenue.

BUILDING PERMITS

Ability to construct or renovate a facility to enable business activities.

SMALL BUSINESS SERVICES

Activities to support and guide planning and operations, enhance skills, and improve business performance; services to facilitate growth.

COMMUNITY SPACES

Design and financing of physical resources and places that improve the quality of community life.

PLACEMAKING

Planning, design, management, and programming of public spaces to strengthen connections between people and place.

INFRASTRUCTURE

Public physical assets and improvements that deliver or enable critical community services.

MUNICIPAL TAXES

Establish tax rates for property classes; collection of property taxes to fund community services, public amenities and infrastructure.

CLUSTER-GROWTH

Financing, promotion, and program support to a concentration of related-industries.

THE Big Picture

Our City Today

The City has a small geographic footprint with a land base already developed for existing residential, commercial, and industrial uses. It is one of Metro Vancouver's seven designated Regional City Centres – the only one on the North Shore – and is expected to receive significant population growth in the decades ahead. The City's population is projected to grow by 23% over the next 20 years, equivalent to an additional 13,900 residents occupying more than 9,600 additional new private dwellings. Growth will generate new forms of economic activity and opportunities, while increasing pressure on housing, transportation, and other elements impacting quality of life.

ABOUT OUR POPULATION²

- » Third highest population density in Canada
- » Approximately 58,000 residents
 - » Average household size: 2.1
 - » Average age: 43
 - » Highly educated: 51% with a bachelor's degree or higher (age 25-64)
 - » Multilingual: almost half the population speaks more than one language
- » 9.9% overall population growth (2016 to 2021) - 4.7% higher than North Shore population growth
 - » 9% working-age population growth
 - » 20% senior population growth
- » 36% of City residents employed locally

² 2021 Census Profile, Statistics Canada

³ Source: City of North Vancouver Business Licence database 2023

⁴ Source: Current Situation Assessment conducted by Lions Gate Consulting Inc. (August 2021)

ABOUT OUR ECONOMY

- » 5,299 businesses in operation³
 - » At least 12% have between 5 and 19 employees
- » More than \$280M in 62 domestic investments over the past five years
- » \$569M in foreign direct investment since 2017 – a 150% increase between 2021 to 2022
 - » Dominant investment sectors include Software and IT Services; Healthcare; Energy; Clean Technology
- » Diverse economic base, with a broad range of professional services
- » Our dominant sectors, based on associated contributions to employment and economic output⁴:
 - » Marine and Logistics
 - » High-tech Products and Services
 - » Professional and Technical Services
 - » Retail and Wholesale
 - » Health and Medical Services
 - » Film and Digital Entertainment
 - » Tourism

The City is renowned for its vibrant community which nurtures a thriving and diversified economy.

The local economy includes a mix of services with a prominent concentration in health and medical amenities, and professional and technical services, supported by a vibrant retail and hospitality sector. The City is also home to a robust marine and logistics industry, led by world-class ship building and repair, along with an integrated cluster of maritime port terminals.

Despite the City's relatively small size, it has several existing and emerging economic-activity zones that are expected to host and nurture the community's future job base.

The need to develop more residential housing to accommodate population growth across the region will continue to pressure the viability of employment supporting lands, inflating land values which may impact new commercial, retail, and industrial development. Other challenges include local job creation, ensuring the viability of the transportation system, and capitalizing on opportunities for positioning North Vancouver as a 21st century city.



The Global Context

The North Shore economy is not geographically bound by municipal borders and is inextricably linked to the regional, provincial, national, and global dynamics of world trade. Previous economic development strategies illustrate the City has been thinking about local economic development in a global context for decades. This won't change, but the world is changing at a pace and in ways we couldn't have imagined a few years ago.

As economies around the world continue their post-pandemic recovery and growth, communities are increasingly rethinking competitiveness. In the City of North Vancouver, our competitiveness is grounded in an understanding of the interdependence between community well-being and economic prosperity. This Economic Strategy will guide how the City responds not only to immediate challenges, but also how we respond to opportunities over the coming decade. We want to build on our economic strengths and continue to foster an enabling environment to attract investment, support business growth and retention and drive job creation.



Four global trends influence how we think about our economic future here on the North Shore:

1

UPENDED BUSINESS ISSUES

Economic crises, public health emergencies, civil unrest, climate disasters, and geopolitical tensions impact businesses, from creating uncertainty to igniting huge shifts in the way we do things. Many small and medium businesses are struggling to keep pace with adaptations and stay afloat.

2

SHIFTING INVESTMENT PRIORITIES

People want greater transparency about where investment comes from to ensure alignment with societal values and interests. Increasingly, the quality of place, city livability, and cultural alignment are critical factors in decision making about new investments.

3

LOCALIZING ECONOMIC EXPANSION

The last few years have triggered increasing levels of protectionism at every level of government to strengthen self-sufficiency and protect local employment. Consumers are showing an increased preference for authentic connections with brands and small, local producers. Increased domestic demand offers local companies new market opportunities.

4

ENVIRONMENTAL ISSUES AND THE CLIMATE CRISIS

Many international initiatives aimed at climate mitigation and adaptation target cities as drivers of action. The City is viewed as a leader and facilitator in its aspiration for a low-carbon community where people and nature thrive. New regulatory and consumer demands to reduce impacts on the environment affect many aspects of business operations.



Challenges and Opportunities

INTEREST HOLDER FEEDBACK

Our process to develop this Strategy involved extensive research and community outreach throughout 2021 and 2022. The process is summarized in the next table. Part of this work included seeking input from City residents, our local business community, and North Shore business leaders about the economic issues keeping them up at night. We frequently heard about:

- » Access to local housing, labour, childcare
- » Support for locally owned businesses and entrepreneurs
- » Finding land and space for businesses to operate and grow
- » Affordability concerns
- » Traffic congestion
- » Government processes for business permits, licensing, and development
- » Access to investment and financing

Strategic Development Process

We gathered and analyzed economic data and intelligence.

- » Economic Situation Assessment
- » Census 2021



We asked for input on issues, concerns, opportunities, and trends.

- » Sector Roundtables
- » Mayor's Business Advisory Council
- » Public and Business Community Surveys
- » Interest Holder Interviews
- » City Staff Information and Planning Sessions



We solicited feedback and input.

- » Mayor's Business Advisory Council
- » City Leadership
- » Mayor and Council
- » Business Groups
- » Residents



We articulated our strategic direction.



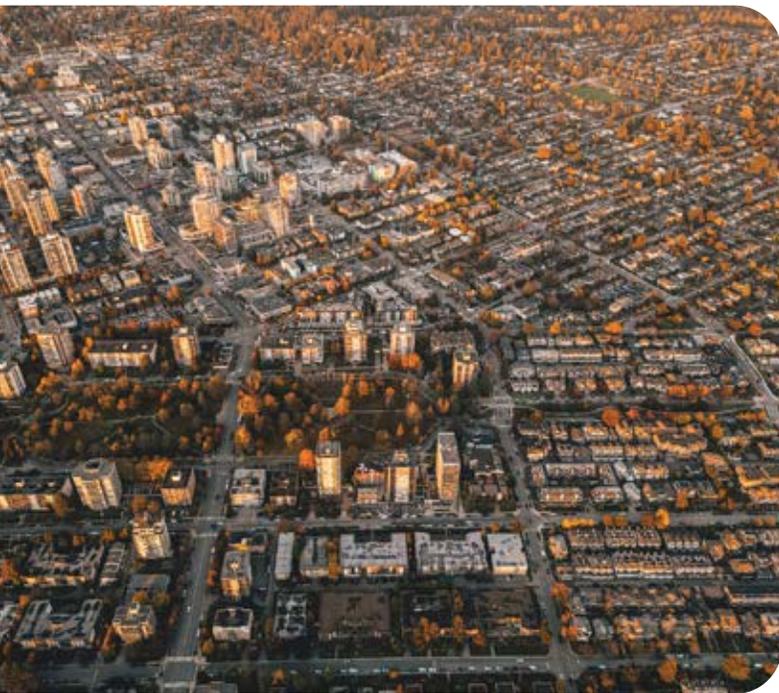
We developed the Economic Strategy.



Ongoing engagement and feedback through issues-based outreach and Annual Plan Development and Evaluation.

The City's Policy Landscape

Understanding the City's broader policy landscape, and how different policy documents relate to one another, is helpful context for considering the City's Economic Strategy.



ABOUT THE OCP

The City's main city-building policy document is the Official Community Plan (OCP).

Official community plans describe the long-term vision of communities and are governed by the Local Government Act. They are a statement of objectives and policies that guide decisions on municipal planning and land-use management.

Any OCP must include statements or map designations for existing and future land uses; housing policies; community greenhouse gas emissions targets and policies; existing and future public facilities; phasing for major roads, sewer, and water systems; and restrictions for land that is subject to hazardous conditions or that is environmentally sensitive.

THE FUTURE CITY POLICY LANDSCAPE

To support the City's Vision and deliver on the OCP, City departments are developing strategies that act as part of a "City Plan Series" (like books in a series) to guide our next decade of planning, decision-making, and action in key areas:



PEOPLE + PLACE BASED APPROACH

To ensure each of the strategies reflects the City's values and priorities, the directions and objectives and their subsequent actions are vetted or filtered through the guiding principles of the OCP and Council's Strategic Plan, Corporate Business Plan, and the City's Financial Plan.



THE CITY'S VISION, AS STATED IN THE OFFICIAL COMMUNITY PLAN (2014):

"In 2031, the City of North Vancouver will be a vibrant, diverse and highly livable community that is resilient to climate or other changes, and sustainable in its ability to prosper without sacrifice to future generations."

View the full OCP at cnv.org/OCP

Relevant External Policies

Beyond the City of North Vancouver, there are evolving policy and regulatory approaches and associated programs and strategic plans from other levels of government that have and will continue to influence the development of this Strategy. These approaches and programs, led by national, provincial, and regional governments seek to address subjects of common interest that impact long-term development, most notably in the areas of housing, transportation, infrastructure, and immigration that often require the City to respond in turn with regulatory, policy or financial resources. Some of the longer-term strategies that have a close linkage with the City's Economic Strategy at the time of drafting are referenced below.

- » **Metro 2050** is Metro Vancouver's Regional Growth Strategy. It is the vision for accommodating anticipated future growth in the region and considers diverse and affordable housing, transit and mobility, resilient employment, protected ecological and agricultural lands, and the impacts of a changing climate.
- » **Stronger BC** is the Province's 10-year economic plan. The Stronger BC Economic Plan is underpinned by a commitment to inclusive growth and clean growth. The action plan focuses on six priorities, around climate, governance, innovation, meaningful reconciliation with Indigenous Peoples, resiliency, and people.
- » **Climate 2050** is Metro Vancouver's strategy on climate change action and policy and guides Metro Vancouver's efforts to be carbon neutral by 2050, reduce emissions, and enhance regional resiliency.
- » **Global Innovation Clusters:** Innovation, Science and Economic Development Canada has created a Global Innovation Clusters policy approach and program to help strengthen Canada's most promising economic clusters and accelerate growth in highly innovative industries. These industries include advanced manufacturing, agri-food, clean technology, digital technology, health/bioscience and clean resources, infrastructure, and transportation.

WHAT ARE WE

Trying to Achieve?

Our Economic Vision

By 2033, the City of North Vancouver will be a leader in supporting jobs and enterprises that focus on the needs of the future. We will create prosperity that can be shared more equitably through investment in the City's long-term economic growth, social cohesion, and environmental resilience.

THE CITY OF NORTH VANCOUVER HAS A BOLD VISION:

To Be the Healthiest Small City in the World.

Our Aspirations

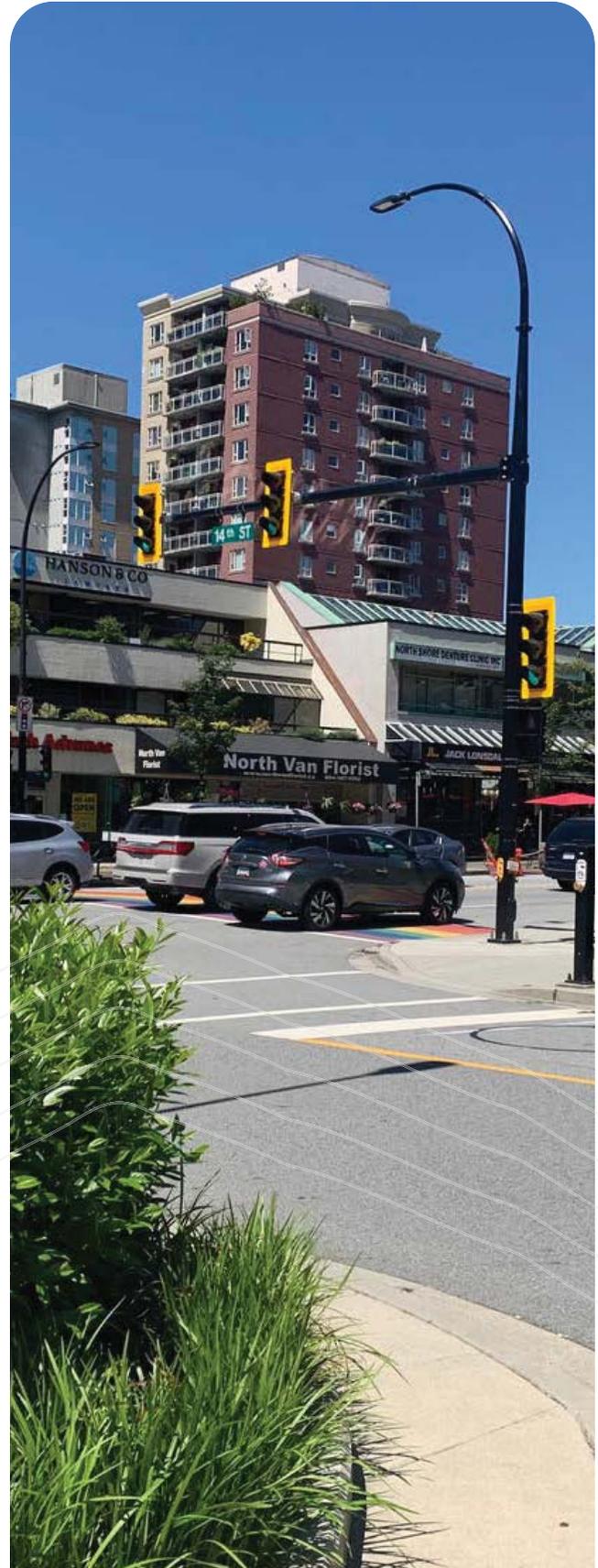
What does progress on economic development look like?

- » It's easy to do business in the City
- » Business in all sectors and of all sizes are well-positioned to prosper and grow
- » People want to stay, relocate and/or start a business here
- » Local business growth is driven by innovation and inclusion
- » Interest holders are empowered to support economic growth, resiliency, and sustainability

Our Economic Development Goals

This Economic Strategy balances economic, social, and environmental objectives with the fundamental aim to attract investment, foster business growth, and drive job creation. This Economic Strategy will support the City to:

- 1. Enhance economic space.** Optimization of employment lands is a critical component of our economic growth strategy. Increasing pressure on land use and evolving office space uses require a re-evaluation of area-based needs in support of economic activity. We must ensure space for business investment and expansion to meet current and future local employment and industry needs.
- 2. Make it easier to do business.** Small enterprises are the backbone of the local economy, creating jobs and driving economic growth. We have a role to play in setting the conditions in which this can occur. Business growth and viability starts with a facilitating city environment, providing efficient processes and adopting a customer-oriented approach.
- 3. Create world-class, multifunctional public places.** A livable, sustainable city has locally unique public places that facilitate social interaction, economic exchange, and cultural expression. In a dense urban environment, economic vibrancy and community health depend on public-realm experiences that enhance connection and integration between where we work and live.
- 4. Build a future-focused, resilient local economy.** Our economy must be resilient in a transforming and increasingly competitive world, where talent is agile and global shocks present a new normal. Growth industries need a diversified, innovative commercial environment to attract investment and maximize future economic opportunities. Ensuring we get the fundamentals right will be critical to support our business community.



THE Path Forward

What Does The Path Forward Look Like?

This Economic Strategy has four strategic pathways where we will invest our efforts. Every year, the Economic Development team will create an annual action plan that defines the specific tactics to be undertaken to deliver the Economic Strategy, based on our progress and achievements in the preceding period. The action plans will also identify the resources required for implementation.

1

OPTIMIZE EMPLOYMENT LANDS AND INNOVATE ECONOMIC SPACE

Take a data-driven, dynamic approach

2

ADOPT A CITY-WIDE 'OPEN FOR BUSINESS' APPROACH

Adopt best practices

3

ACTIVATE THE PUBLIC REALM TO FACILITATE ECONOMIC GROWTH

Continue to innovate world-class
places and experiences

4

ENABLE RESPONSIVE AND TARGETED ECONOMIC PROGRAMMING

Enable interest holder-driven
opportunities

1. Enhance Economic Space



DIRECTION

Optimize Employment Lands and Innovate Economic Space

CONTEXT

The City of North Vancouver has a small geographic footprint and competing priorities for the land we have and how we use it. It is important we ensure there is space for business growth and expansion to meet current and future employment, commercial, and industry needs. High-quality and environmentally responsible development of our employment lands will require significant collaboration on planned and future development projects.

Economic development has a critical role to play in supporting City land-use, planning, and development decision-making. Adding an economic development lens to these activities helps us build a development climate that is engaged and forward-looking; balances land use to support job creation and a liveable community; and ensures North Shore businesses are set up for success.

Recognizing the changing dynamics of the labour market and business models, we know up-to-date, accurate operational and employment data helps us better understand physical-space needs and improves the way we can plan to meet them. With good information, we can continue

finding creative ways to maximize and optimize commercial space in our urban core, while also being mindful of residential interests and concerns.

Our high number of independent businesses play an important role in the unique identity of our neighbourhoods. These businesses provide jobs, amenities, and services that are critical to sustaining a vibrant community. Adopting an area-based approach to map these economic precincts will enable us to better understand cluster-based space needs, where policy adaptations might be needed, and where there are opportunities for innovation in service delivery.



TACTICS

- 1.1** Work with Metro Vancouver to undertake comprehensive employment and institutional land mapping and profiling to understand current land use and future opportunities for densification.
- 1.2** Support the reconsideration of zoning that enables more flexible and dynamic employment use and responds to evolving business opportunities, workspace dynamics and neighbourhood growth.
- 1.3** Analyze the commercial and industrial composition of existing and emerging economic precincts to help facilitate community-focused economic growth.
- 1.4** Work to incentivize targeted redevelopment that supports mixed-use communities and specific sector scale-up by investigating opportunities related to municipal financial tools, policy and regulatory approaches, and development incentives.
- 1.5** Pursue the growth of the health economy that increases quality jobs and attracts innovative companies. Leverage existing health assets, centered on Lions Gate Hospital, to pursue opportunities associated with the development of a Health and Bio-Sciences cluster.
- 1.6** Work with City teams involved in transportation-related planning to ensure increased accessibility to economic precincts to support economic growth, advocating for vibrant, functional streets, improved movement of goods, and consideration of commercial parking and curbside-management needs.
- 1.7** Work with interest holders to facilitate economic opportunities associated with creative industries, including arts, culture and digital entertainment, through sector development initiatives, adaptive reuse and activation of designated precincts and vacant space throughout the City.
- 1.8** Form an entrepreneurial team with a mandate to support the revitalization of Central Lonsdale as a unique destination precinct centred on community and commercial vibrancy.
- 1.9** Work with the business community to identify innovative business models that address operating challenges and increase participation of underrepresented groups.
- 1.10** Collaborate with City teams and external partners to accelerate opportunities for sustainable transportation options to and from the North Shore.

2. Make It Easy to Do Business



DIRECTION

Adopt a City-Wide 'Open for Business' Approach

CONTEXT

Our business community, entrepreneurs, and investors bring jobs and household incomes to the North Shore, both of which support community wellbeing and help us maintain our quality of life. Today, effective economic development means paying attention to the health of our local business community in a global context. We want to make it safe and easy for North Shore companies to remain here, attracting the investment they need to support their growth, expansion, and prosperous futures, here at home and elsewhere.

While the private sector creates jobs and drives economic growth, it is the role of government at every level to set the conditions in which this can occur. Our City teams will continue to strive for best-in-class service by increasing transparency and introducing process efficiencies wherever possible.

A straightforward, streamlined, and modern policy and regulatory approach will make it easier for organizations and individuals to start, maintain, and expand their businesses. We can ensure positive experiences at City Hall by making the processes to obtain City services more business friendly. We can increase access to tools and resources that support opportunities for enhanced

trade and market expansion. And we can identify ways to leverage partner resources more effectively, whether it is to maximize delivery of relevant services or enable direct referrals to the right experts for support.

Our business community is dynamic. We must be too, meeting businesses where they are at, listening to what owners and operators have to say, and working together to create the conditions for business growth. Local businesses can innovate and drive growth, enabled by an efficient and supportive local government that works with them in partnership.



TACTICS

- 2.1** Modernize and simplify the business licencing system and processes.
- 2.2** Support local business health through an enhanced business services package that adds value to existing programming and responds to local issues and needs.
- 2.3** Adopt a structured, action-oriented outreach to the business community to address identified gaps for support, utilizing business advocacy groups for engagement and evaluation.
- 2.4** Continue engagement with Business Improvement Areas (BIA's) and business organizations to facilitate support to the local business community.
- 2.5** Support continuous innovation in the delivery of business-focused City services and programs, including through a one-window approach, increased coordination of City departments, and incorporating digital solutions that drive operational efficiencies.
- 2.6** Evolve the role of the Business Services team to a dedicated Business Support Office to enable City-wide implementation of the "Open for Business" approach through policy development, process improvements, and resource alignment.
- 2.7** Introduce business service standards and work with City departments to review and revise (where necessary) business-related bylaws and policies, underscored by a commitment to customer service.
- 2.8** Work with City financial leadership and the business community to better understand cost pressures on small business, and opportunities to reduce costs, including improved inclusion for small-business owners into the City's annual budget development process.
- 2.9** Establish an accessible, permanent public-feedback mechanism to report regulatory and operating challenges for businesses in the community.
- 2.10** Build a supportive business climate that advances Indigenous rights, values, interests, and goals, working in partnership with Indigenous Peoples to remove systemic barriers and ensure access to economic opportunities, including City procurement processes.
- 2.11** Communicate the City's 'Open for Business' approach through a phased communications strategy with deliberate tools that increase awareness of local goods and services.
- 2.12** Reinforce a stable business operating environment by supporting partner agencies with fraud prevention and community safety, and engaging local businesses in the implementation of safety and risk-reduction activities.

3. Create World-Class, Multifunctional Public Places



DIRECTION

Activate the Public Realm to Facilitate Economic Growth

CONTEXT

Third places are shared spaces often in the public realm beyond home and work — usually physical but sometimes digital — intended to create strong, socially cohesive, collaborative communities. Third places encourage economic activity, support quality of life, and enhance urban resilience. Economic competitiveness increasingly features physical, cultural, and programmatic amenities that are key to drawing a qualified workforce and companies to a jurisdiction. In our City context, we recognize the need to address densification, reflect the rich diversity of voices in our community, and enhance life on the North Shore for everyone. Through our public realm, we can weave closer connections and unlock opportunities for placemaking together.

Optimizing spaces for our community in our small geographic footprint means that our commercial and residential realms overlap everywhere. We must effectively manage and enhance our public realm infrastructure and programming to bolster commercial growth, create value in the areas surrounding these spaces, and ensure positive relationships and interactions between the businesses and residents who share these spaces.

Shifting patterns regarding time spent in the office also require a new emphasis on enhancing our public places. Our workforce is increasingly spending time in their local neighbourhood, providing opportunities for enrichment and vibrancy of these places to support worker retention and reduce transit to work. We must also look forward, engaging the business community to help us identify collaborative opportunities to develop innovative new public places that are authentic to our North Shore community.



TACTICS

- 3.1** Capitalize on remote and home-based work opportunities to increase human capital through improved community infrastructure, programming, and professional supports.
- 3.2** Innovate and enhance tools that support business operations bordering on residential neighbourhoods and public spaces to increase positive co-existence and integration.
- 3.3** Support the ongoing development of the Waterfront District, building on the success of the Shipyards and Lower Lonsdale and exploring unique commercial arrangements that encourage a mix of spaces and innovation of use in the built environment.
- 3.4** Investigate commercial opportunities to enhance the public realm and support increased quality of place through a City-wide approach that considers both economic growth opportunities and community access while ensuring sound stewardship of public spaces. This includes analyzing outdoor dining and retail uses and other commercial activation and investment in public spaces.
- 3.5** Identify ways to amplify industry contributions to the community.
- 3.6** Explore the opportunities and feasibility of using of community financing tools, such as tax-increment financing, to support urban redevelopment projects.



4. Build a Future-Focused, Resilient Local Economy



DIRECTION

Enable Responsive and Targeted Economic Programming

CONTEXT

Business attraction, retention, expansion, and diversification are cornerstones of economic development. To build resilience and future-focus in our investment climate and business community, we need flexible policies and programs that attract investment, spur innovation, and facilitate a thriving business community.

A future-focused approach means supporting preparedness in our business community to cope with potential crises, including natural disasters, climate emergencies, and other external shocks. We must also find ways to support businesses to minimize the environmental impacts of their operations and embrace climate-change adaptations as we support economic growth.

Successful initiatives must be grounded in a deep understanding of our business community. The voices in our business community are central to continuous improvements in our policies, programs and support services. Our approach to service delivery must be accessible, timely and strive to embrace the diverse needs of our business community.

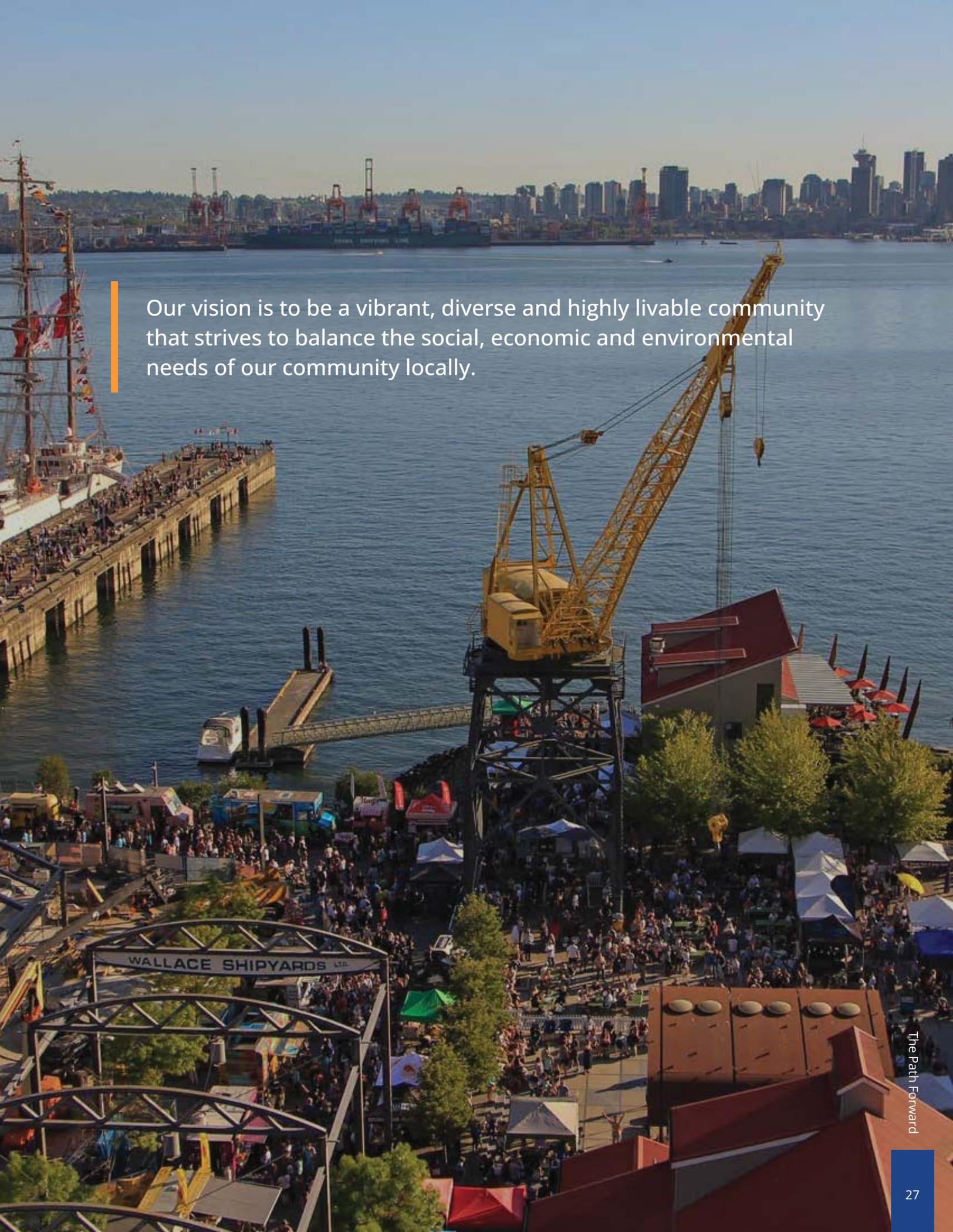
We will make the best economic development decisions by continuing to hone our understanding of the composition and health of our economy and

align our internal resources in support of economic diversity. This means being responsive to dynamic trends and operating conditions that impact our local business community. Support and services may include enabling policy for innovative business models, a focus on the development of high-growth industry clusters, and support for entrepreneurship and alignment between creative clusters and commercial opportunities.

We will ensure that the voice of our business community is at the heart of our efforts, and adopt modern approaches to engagement that encourage feedback and remove barriers to participation. We need to be prepared for the future: facilitating collaboration and knowledge sharing with external stakeholders will ensure our supports and services add value to existing efforts and support the City's future economic growth and vitality.

TACTICS

- 4.1** Prioritize the regular collection and analysis of baseline economic data to make informed decisions to guide program and resourcing decisions.
- 4.2** Support business adaptations and evolution in response to global economic conditions and climate change impacts, including carbon emission reduction programs, circular economy opportunities, and programs that optimize employee transportation.
- 4.3** Work with emergency response partners to ensure business preparedness and identify mitigation measures for adaptation during times of crises, including identification of workforce supports and supply-chain vulnerabilities.
- 4.4** Attract new businesses and capital by developing a succinct business-focused package that illustrates the City's value proposition and competitive advantages in high-growth sectors.
- 4.5** Leverage opportunities to promote the City to domestic and foreign investors in collaboration with Invest Vancouver, as well as other government and industry partners.
- 4.6** Support the growth of innovative local companies that will attract anchor companies in target sectors, utilizing existing economic assets and institutional partners.
- 4.7** Maximize opportunities to support companies with low environmental impact and positive social contributions.
- 4.8** Work with key interest holders and City teams to create a more inclusive and equitable local economy, through a multi-faceted approach that involves education, facilitating access to capital, and supporting policy and systemic reforms.
- 4.9** Work with City teams to ensure efficient and resilient municipal infrastructure with service levels that minimize commercial disruption. Align capital renewal programs with area-based growth strategies. Incorporate asset investments and enhanced service into the City's value proposition for investment attraction.
- 4.10** Improve pathways to relevant business support and advisory programs that may prove challenging to navigate for local business owners. Support access to market expansion programs for targeted sectors through collaboration with public and private sector partners.
- 4.11** Support the City's development of an approach to deliver more opportunities for middle income housing that contributes to the attraction and retention of employees in core economic industries.

An aerial photograph of a waterfront festival at Wallace Shipyards. A large yellow crane stands on a tall metal structure in the center. To the left, a long pier is crowded with people. In the foreground, a large crowd of people is gathered on a paved area with various tents and structures. A sign in the foreground reads "WALLACE SHIPYARDS LTD.". The background shows a large body of water and a city skyline under a clear blue sky.

Our vision is to be a vibrant, diverse and highly livable community that strives to balance the social, economic and environmental needs of our community locally.

Implementation

Funding and Resources

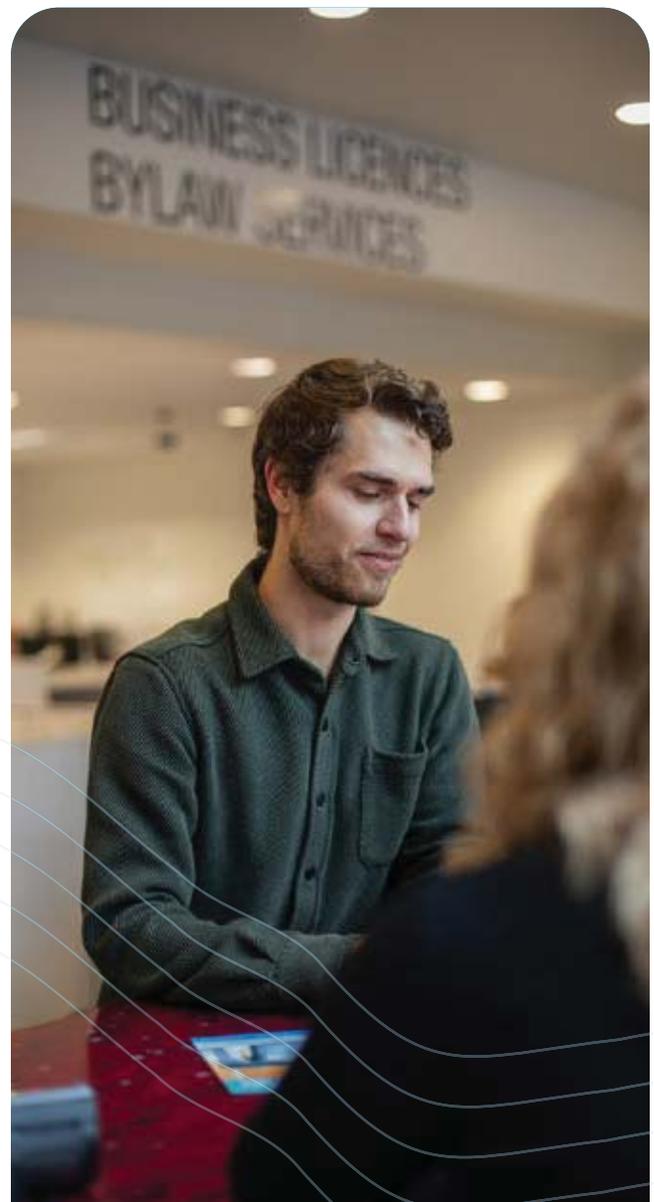
This Strategy is intended to guide our economic development activities over the next decade.

Breaking the Strategy down into annual priorities will be a necessary planning exercise given our Strategy's integration with other City plans, the evolving needs of our community, and the global context in which we live. Our work will require close collaboration with various City departments and teams, and the delivery and timing of our work will be dependent on Council's objectives and priorities, along with annual budgets and staff capacity.

Our team will bring forward funding and resource requests to implement this Strategy through appropriate annual processes. Typical opportunities for establishing annual priorities and allocating funding and resources in the City include:

- » **The Annual Financial Planning Process** at which time all City departments propose a list of projects and/or programs to be included in the City's operating and capital budgets in the Financial Plan. These projects are then evaluated and selected based on the City's strategic objectives and annual priorities.
- » **Work Programming** which happens annually and by each City department, to guide the work and budget allocation for each team. Policy development, project planning and implementation are typically considered through this process.
- » **Partnerships and External Funding Sources** may enable the City to deliver projects and/or programs on expedited timelines, as funding or partnerships are secured.

Successful implementation of this Strategy will require strong teamwork, adequate resources, staff time, partnerships, and an engaged community. Everyone has an opportunity to contribute to this work.



How We Do the Work

A FLEXIBLE APPROACH TO BUSINESS ENGAGEMENT

The City of North Vancouver's business community is dynamic, unique, and vibrant, and our connection and engagement must reflect the same spirit and values. Our outreach informed us that business owners have plenty of great ideas, but limited time to participate.

To ensure we are focused on the issues that matter most to the people and organizations driving our local economy, we are adopting a flexible approach to engagement. Going forward, rather than establishing a formal economic advisory committee, we will take a more accommodating,

issues-focused engagement process that makes it easier for people to contribute their thoughts and ideas. We will do this by meeting our business community where it's easiest for them – either online or face-to-face in their working environments. We will also continue to share regular updates and information through a business-focused newsletter, and we will introduce engagement opportunities with City teams through our Open for Business programming.

Our 10 Prioritization Principles

Every year we must prioritize which economic development initiatives to undertake to help us move towards the achievement of our City's goals. We will also consider the broader North Shore economic region and the priorities of all local authorities, and what is important across the Burrard Inlet and beyond.

We will ask ourselves a series of 10 questions to help us assess our implementation options and prioritize activities. In addition to delivering on our core goals, we will ask how a project or initiative:

1. Aligns with City Council's strategic priorities
2. Delivers self-sustaining project impacts and benefits
3. Supports local entrepreneurs to establish businesses
4. Enables existing businesses to remain here and expand
5. Helps retain and attract a local workforce aligned with skills demand
6. Facilitates local and regional relationships and collaboration
7. Fosters economic diversification and integration across the City and the North Shore economic region
8. Helps remove barriers to economic participation
9. Aligns with our community aspirations to be an environmentally and socially responsible jurisdiction
10. Is responsive and adaptable to change across our local and regional contexts

Projects and Partnerships

The Economic Development team works with sector champions and subject-matter experts – from industry, the community, other levels of government, and business organizations – to support change and improvements in many areas that impact economic growth, but where the team does not have its own mandate, expertise, or resources to lead change. We will contribute to the critical work of City teams and partner organizations in the following priority areas:

- » **Transportation:** The future economic strength of the City will be significantly influenced by the ability to address existing transportation challenges. By broadening transportation options available to businesses and residents, the City will enhance the flow of goods and services, increase access to workers, reduce the City's carbon footprint, strengthen regional connections, and contribute to a more active community. We will continue to work closely with City teams focused on transportation planning and enabling infrastructure with TransLink and other interest holders.
- » **Workforce Development:** Innovation and enterprise are closely linked to the development of human capital. Converting wealth into wellbeing for residents through better educational attainment and training availability will diversify the economy and support faster recovery from economic crises. Opportunities exist to amplify a critical mass of post secondary options through educational and training programs that complement and collaborate with existing Capilano University and BCIT campuses.
- » **Foreign Investment Attraction:** Investment attraction succeeds best when driven by regional assets and an investor-centric approach. We will actively support the facilitation of investment with Invest Vancouver by identifying and removing investment barriers and articulating local investment-ready sites and opportunities. Larger networks, through the BC International Trade and Investment Representatives and Invest in Canada, can leverage global connectivity for lead generation to generate deal-flow.
- » **Housing:** Access to quality, affordable housing is critical for our economy. With a regional lack of housing options, many workers are reliant on daily transportation in and out of the City, adding to congestion. Significant efforts are underway at all levels of government, including internal City resources, to address the housing shortage. Our team will provide support and advocacy on housing issues through a business-development lens.

Outcomes And Measurement

ACCOUNTABILITY

This Strategy represents the first economic development plan the City has prepared in 15 years. While the City worked hard and was effective in supporting businesses during this time, implementation capabilities were constrained by resourcing and mandates. We now have an economic development team responsible for moving this Strategy forward.

To ensure the public can actively engage in our work and contribute to this Strategy going forward, every year we will produce an annual public-facing report highlighting the Economic Strategy action items and documenting implementation progress.

OUR METRICS

The deliberate shaping of our economy through strategic, tactical, and innovative initiatives will strengthen our economic performance. Our City will be a destination of choice for live, work, and play, based on a genuine quality of place underscored by a thriving local economy. Our performance metrics will utilize available data and gather business intelligence to enable assessment of the following:

1. Our economic spaces meet business and community needs and interests.

- » New businesses open in the City; existing businesses expand
- » Growth and progress in the investment pipeline
- » Opportunities for business growth through available employment lands
- » Availability of retail, office, and industrial space
- » Retention and turnover of visits to economic precincts
- » Applications for land-use modifications to support employment uses
- » Growth of supplementary business support services

2. It's easy to do business here.

- » Business service process improvements increase transparency and timelines
- » Baseline indicators on business license and permit processing efficiencies
- » Entrepreneurs and start-ups are supported and able to access relevant services
- » Economic initiatives engage underrepresented groups
- » Increased options for a digital self-service experience with the City
- » City-enabled access to and availability of tools and resources to support business growth
- » Business retention and investment attraction pipeline statistics

3. Our public realm is robust and supports and strengthens the local economy.

- » Community interest holders and local businesses support the creation of local solutions to economic issues
- » Local businesses are the first choice for goods and services
- » Area-based initiatives support targeted business growth
- » Number of residents employed locally; employment-worker ratio is 1:1
- » Recognition of our community dynamism and quality of life
- » Increasing commercial and community activation in public spaces
- » Investment in infrastructure and community improvements

4. Growth is future-focused and sustainable.

- » Economic diversity increases through industry cluster expansion and entrepreneurship
- » Positive business retention
- » Connections and tools for market expansion for local businesses are increased
- » Talent attraction; increased skills alignment and minimize workforce gaps

Glossary

Terms Used In This Document

ANCHOR TENANTS: An anchor company is a dominant company with considerable market share, brand recognition, and sustained success. The largest or most prominent stores in a retail commercial real estate development are also referred to as anchor tenants. The anchor tenant may also be an organization, often a large innovative firm, a multi-national company or a research university, that produces knowledge externalities in the region where it is located.

BUSINESS ATTRACTION: Efforts by local economic development organizations to encourage firms from outside their communities to locate headquarters or other operations within their jurisdictions.

BUSINESS CLIMATE: The environment of a given community that is relevant to the operation of a business; usually includes tax rates, attitudes of government toward business, and availability.

BUSINESS RECRUITMENT AND ATTRACTION: Traditional approach to economic development to entice companies to relocate or to set up a new branch, plant or operation in a province or municipality.

BUSINESS RETENTION: Systematic effort designed to keep local companies content in their present locations which includes helping companies cope with changing economic conditions and internal company problems.

CLUSTERS: Co-location of firms in the same or similar industries to foster interaction as a means of strengthening each other and enhancing the community's competitive advantage.

ECONOMIC DIVERSITY: Shifting an economy away from a single income source toward multiple sources from a growing range of sectors and markets. Traditionally, it has been applied as a strategy to encourage positive economic growth and development.

INCENTIVES: Benefits offered to firms as part of an industrial attraction strategy. A few examples of incentives are tax abatements and credits, low interest loans, infrastructure improvements, job training, and land grants.

STARTUP: A company in the first stage of the evolution of a business.

STARTUP CAPITAL: Funds that help emerging enterprises acquire space, equipment, supplies, and other inputs needed to launch a business.

TAX-INCREMENT FINANCING: Tax Increment Financing (TIF) is a mechanism for capturing the future tax benefits of real estate improvements, in order to pay for the present cost of those improvements. TIF uses the increased property or sales taxes (increment) generated by new development to finance costs related to the development such as public infrastructure, land acquisition, demolition, and planning.

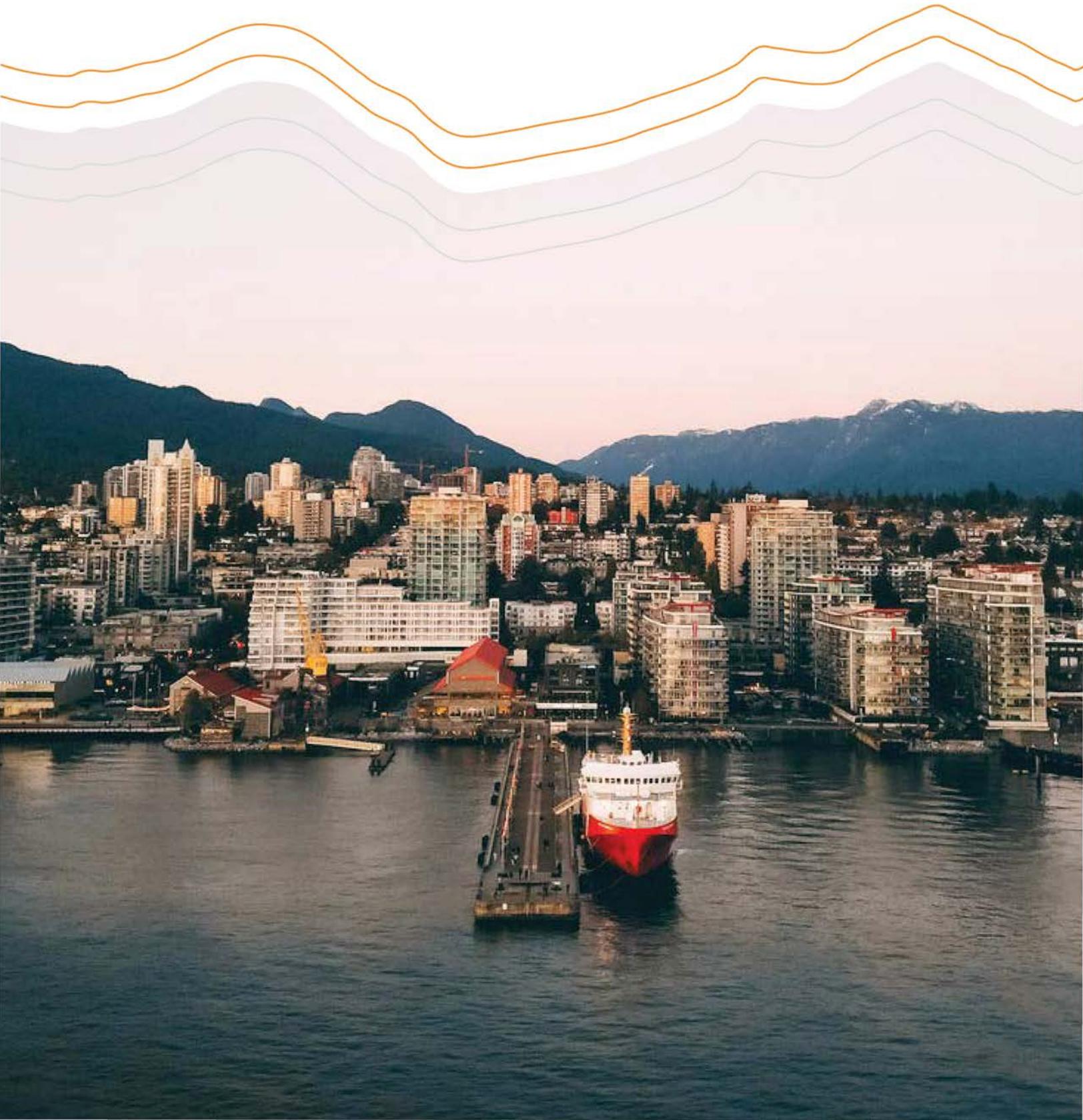
THIRD PLACES: Third places is a term coined by sociologist Ray Oldenburg and refers to places where people spend time between home ('first' place) and work ('second' place). They are locations to exchange ideas, have a good time, and build relationships.

Resources

- » BC Business, B.C.'s Most Economically Resilient Cities (2023).
- » City of North Vancouver, Business Licencing Database (2022).
- » Cushman & Wakefield, Market Beat Vancouver (2021).
- » Government of Canada, National Shipbuilding Strategy (2021).
- » InterVISTAS Consulting, Port of Vancouver Economic Impact Study (2017).
- » KPMG, British Columbia Cleantech Status Report (2019).
- » Metro Vancouver Regional District, Metro 2050 Regional Growth Strategy (2022).
- » PitchBook, Multi-Year Investment Data (2023).
- » Resonance Consultancy, Best Small Canadian Cities (2022).
- » Statistics Canada, Census Profile 2021 – City of North Vancouver (2023).
- » Vancouver Fraser Port Authority, North Vancouver City Port Profile (2023).
- » WorkBC, British Columbia Labour Market Outlook: 2019 Edition (2020).



city of north vancouver



MINUTES OF THE REGULAR MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBER AND ELECTRONICALLY (HYBRID) FROM CITY HALL, 141 WEST 14TH STREET, NORTH VANCOUVER, BC, ON **MONDAY, JULY 24, 2023**

PRESENTATION

City Policy Framework

- Overview – Director, Planning and Development
- Draft Economic Strategy – Manager, Economic Development
- Draft Community Wellbeing Strategy – Manager, Long Range and Community Planning
- Draft Climate and Environment Strategy – Manager, Environmental Sustainability

The Director, Planning and Development, Manager, Economic Development, Manager, Long Range and Community Planning, and Manager, Environmental Sustainability, provided a PowerPoint presentation regarding the “City Policy Framework” and responded to questions of Council.

REPORT

9. Draft Strategies Update – File: 13-6480-01-0001/2023

Report: Manager, Long Range and Community Planning
Manager, Environmental Sustainability
Manager, Economic Development
Director, Planning and Development, July 12, 2023

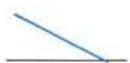
Moved by Councillor McIlroy, seconded by Councillor Shahriari

PURSUANT to the report of the Manager, Long Range and Community Planning, Manager, Environmental Sustainability, Manager, Economic Development, and Director, Planning and Development, dated July 12, 2023, entitled “Draft Strategies Update”:

THAT the draft Economic Strategy, Community Wellbeing Strategy and Climate and Environment Strategy be endorsed for engagement and refinement.

CARRIED UNANIMOUSLY



 Department Manager	 Department Manager	 Director	 CAO
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The Corporation of **THE CITY OF NORTH VANCOUVER**
COMMUNITY & PARTNER ENGAGEMENT
PLANNING AND DEVELOPMENT

REPORT

To: Mayor Linda Buchanan and Members of Council

From: Renee de St. Croix, Manager, Long Range and Community Planning
Mike Friesen, Manager, Environmental Sustainability
Siobian Smith, Manager, Economic Development
Sean Galloway, Director, Planning and Development

Subject: DRAFT STRATEGIES UPDATE

Date: JULY 12, 2023 File No: 13-6480-01-0001/2023

The following is a suggested recommendation only. Refer to Council Minutes for adopted resolution.

RECOMMENDATION

PURSUANT to the report of the Manager, Long Range and Community Planning, Manager, Environmental Sustainability and Manager, Economic Development dated July 12, 2023, entitled "Draft Strategies Update":

THAT the draft Economic Strategy, Community Wellbeing Strategy and Climate and Environment Strategy be endorsed for engagement and refinement.

ATTACHMENTS

1. Policy Landscape Presentation (CityDocs [#2390180](#))
2. Appendix 1: Draft Economic Strategy (CityDocs [#2390172](#))
3. Appendix 2: Draft Community Wellbeing Strategy (CityDocs [#2390174](#))
4. Appendix 3: Draft Climate and Environment Strategy (CityDocs [#2390177](#))

SUMMARY

The purpose of this report is to provide an update and overview of the three strategies for Council consideration, along with next steps:

- Economic Strategy (Attachment #1)
- Community Wellbeing Strategy (Attachment #2)
- Climate and Environment Strategy (Attachment #3)

BACKGROUND

The Council Strategic Plan (2018-2022) directed staff to create and implement four strategies that would support the Official Community Plan (OCP) and provide greater direction in the key areas of:

1. Mobility,
2. Economic,
3. Community Wellbeing and
4. Climate and Environment.

The Mobility Strategy was approved in April 2022 and work on the other three strategies has been ongoing since then.

City teams have undertaken robust public engagement during each phase of work with some ongoing targeted engagement and roundtables to workshop and finalize the more detailed or technical components of the Strategies. Engagement has been essential over the last few years as the impacts of the pandemic, economic shifts and other crises (climate change, housing and affordability, etc.) have had a significant influence on how we plan for the future.

The Economic, Community Wellbeing and Climate and Environment Strategies are now in their final stage of development. Staff are seeking direction from Council to undertake a final phase of engagement and refinement.

DISCUSSION

The intent of the strategies is to provide clear and updated directions and objectives to support the Official Community Plan (OCP) and our long term vision for the City. For the purposes of these strategies, the OCP's vision will form the foundation for each document. The strategies will articulate expectations and guide the City's next decade of planning and decision-making while remaining nimble to our evolving context. Subsequent actions will be reviewed through the lens of the OCP, Council's Strategic Plan, the City's Financial Plan and Corporate Business Plan.

Through a future update to the OCP to ensure the integration of these Strategies, it will help to provide a clear and simplified policy landscape for the public and municipal staff. These documents will also articulate to the public, the investments and programs directed by Council through our Strategic Plan and Budget. (See Figure 1)

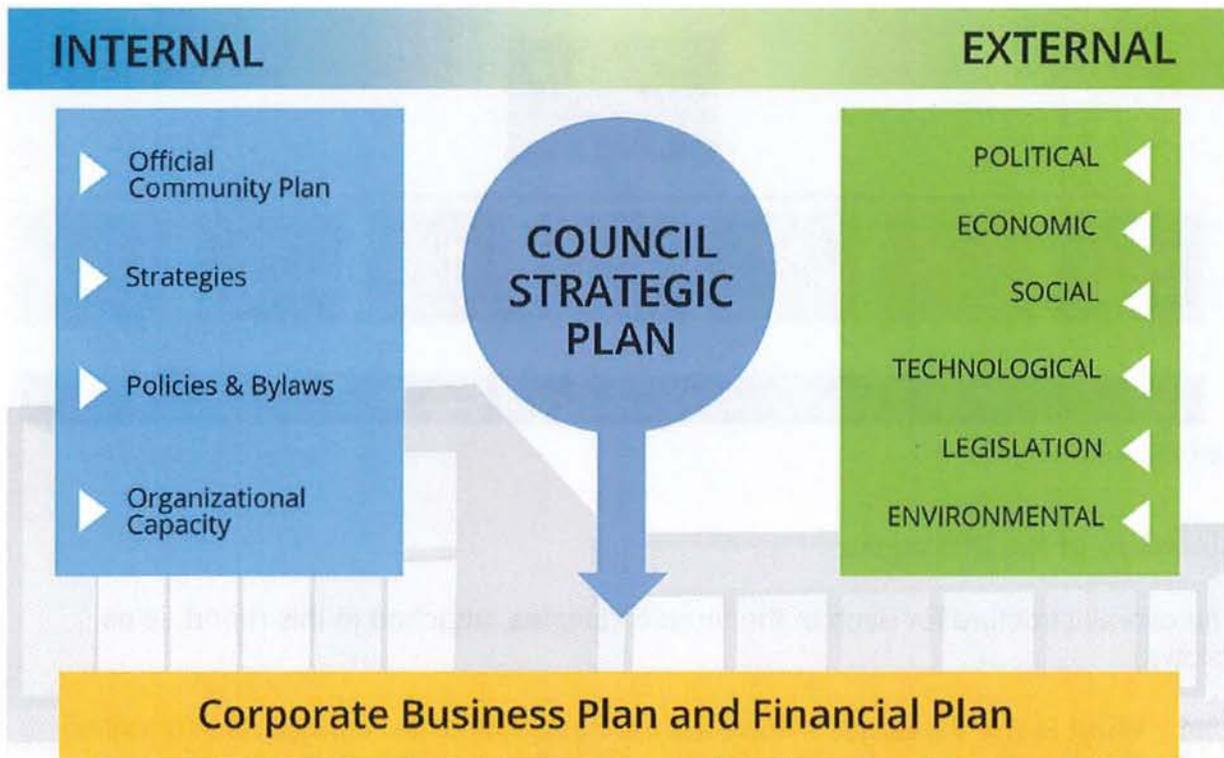


Figure 1: City of North Vancouver's Policy Framework

What is an OCP?

An official community plan is a statement of objectives and policies to guide decisions on planning and land use management, within the area covered by the plan, respecting the purposes of local government.

The OCP will be supported by strategies, actions and plans as depicted in Figure 2. By incorporating these elements into the OCP it will allow for decision making on projects and initiatives to better align with a variety of policy from across the organisation. The content from the strategies being considered in this report will be used as part of a future update of the OCP. Additionally, policy work will need to be completed in areas such as:

1. Public Safety
2. Parks + Public Space
3. Infrastructure and Phasing
4. People + Place Based Approach (City Design)

The work required in these three areas can also form part of the future update to the OCP.



Figure 2: OCP Overview

Summary of the Strategies

The overall structure for each of the three Strategies, attached to this report, is as follows:

1. **What is the Strategy?** – Includes the background and contextual information.
2. **The Big Picture** – How the Strategy fits within the City’s policy landscape.
3. **What Are We Trying to Achieve?** – The desired outcomes.
4. **The Path Forward** – The ‘Directions’ and ‘Objectives’ to move us forward.
5. **Implementation: Delivering the Strategy** – How we will implement the Strategy.

The following section provides a brief summary of each strategy, public engagement approach and next steps.

Economic Strategy

The Economic Strategy (ES) will guide how we build on our economic and community strengths and continue to attract a talented workforce to support our economy. The ES focuses on retaining local enterprises and attracting new investment to support the City’s growing population. We will create prosperity through future-focused cluster development and investment in the City’s long-term economic growth, social cohesion and environmental resilience. The draft includes four pathways that provide directions and objectives to guide decision-making and resource allocation.

Summary of the draft directions:

1. **Enhance Economic Space:** Optimize employment lands and innovate economic space.
2. **Make it Easier to Do Business:** Adopt a city-wide ‘open for business’ approach.
3. **Innovate World-class Places:** Activate the public realm to support economic growth.
4. **A Future-Focused and Resilient Local Economy:** Enable responsive and targeted economic programming.

Community Wellbeing Strategy

The Community Wellbeing Strategy (CWS) will replace the City's Social Plan (1998) to address current needs and future challenges and opportunities. Community wellbeing is multi-faceted and impacted by the conditions into which we are born, grow, live and age. In its simplest form, it is about people's health, happiness, sense of belonging, and quality of life.

The CWS strives to achieve a City where everyone belongs and has opportunities to thrive with a focus on connection, equity and investment. It includes six pathways that provide draft directions and objectives that communicate expectations and guide decision-making to enhance and support our wellbeing.

Summary of the draft directions:

1. **Complete Communities:** Create a city that is complete, connected, socially active, and where daily needs are met within a short walk or roll of every home.
2. **Housing for All:** Expand the supply and improve the quality, diversity and affordability of housing in the City.
3. **A City for All Ages:** Create a city that contributes to wellbeing for all ages and phases of life.
4. **IDEA (Inclusion, Diversity, Equity + Accessibility):** Create an inclusive city, where we celebrate diversity and commit to equity and accessibility for all.
5. **Poverty Reduction + Inclusive Economy:** Include all residents in local economic opportunities and work together to break the cycle of poverty.
6. **Partnerships, Advocacy + Financial Supports:** Build equitable and supportive partnerships that advance the City's priorities for wellbeing, align City resources and funding, and advocate for the community's needs.

Climate and Environment Strategy

The Climate and Environment Strategy (CES) will be a guide for staff and community members on our response to the climate and nature crises. It is about valuing, protecting, restoring and enhancing our natural systems, defining how we achieve our climate targets and embedding climate resiliency to secure a livable future.

The CES strives to achieve a resilient and low carbon community where all people and nature thrive, with a focus on nature, emissions and urgency. It includes four pathways that provide draft directions and objectives that communicate expectations and guide decision-making.

Summary of the draft directions:

1. **Less Grey, More Green:** Restore, protect and enhance natural areas and biodiversity on public and private property.
2. **Climate Resilient Buildings:** Transition to a resilient building stock through improvements to new and existing buildings.
3. **Connected Neighbourhoods:** Build compact and mixed-use communities that support zero emission modes of transportation.
4. **Empowered Choices:** Foster a low-impact and circular economy that empowers our community to move to a zero carbon and zero waste future.

Public Engagement Approach

The final phase of engagement will use a “consult” engagement level, as the intent will be to share the draft strategies with the community to seek feedback. The input collected will be used to refine the directions and objectives, where appropriate, to finalize the strategies.

The engagement approach will build on earlier engagement that informed the strategies, and will align with International Association of Public Participation (IAP2) principles, which provides the foundation of the City’s upcoming Community Engagement Framework.

The consultation will follow up with those engaged in earlier phases, and reach the wider community, including:

- **Stakeholder engagement** that includes meeting(s) with a variety of community tables, committees, organizations, partners, businesses, and other groups to garner more detailed feedback.
- **Broader public engagement** to raise awareness of the strategies and receive community feedback.

Staff will partner with the Communications & Engagement Division to develop strategic communication plans to support awareness and opportunities to participate.

The engagement period is anticipated to take place September – October 2023.

Next Steps

Pending Council endorsement of this report, staff will undertake the public engagement, use the feedback to refine and finalize the Strategies, and report on the results for Council consideration later in the fall.

FINANCIAL IMPLICATIONS

Implementation and action items will be brought forward through the annual financial planning process, departmental work programming and budgets, and as partnerships or external funding opportunities arise.

INTER-DEPARTMENTAL IMPLICATIONS

The strategies will require collaboration across the City to be effectively implemented. As such, they have been developed with input from City departments and divisions and reviewed by the City's Policy and Projects Team and Leadership Team.

Staff will continue to engage with advisory committees and other bodies throughout the remainder of the strategies' development process.

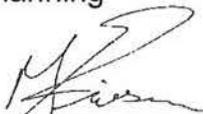
STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS

The strategies are intended to support and build upon the related objectives and policies in the City's Official Community Plan (2014). The strategies are also intended to support the vision and all five priorities of the Council Strategic Plan, with emphasis on the "City for People", "Prosperous City" and "Resilient City" priorities.

RESPECTFULLY SUBMITTED:



Renee de St. Croix
Manager, Long Range and Community
Planning



Mike Friesen
Manager, Environmental Sustainability

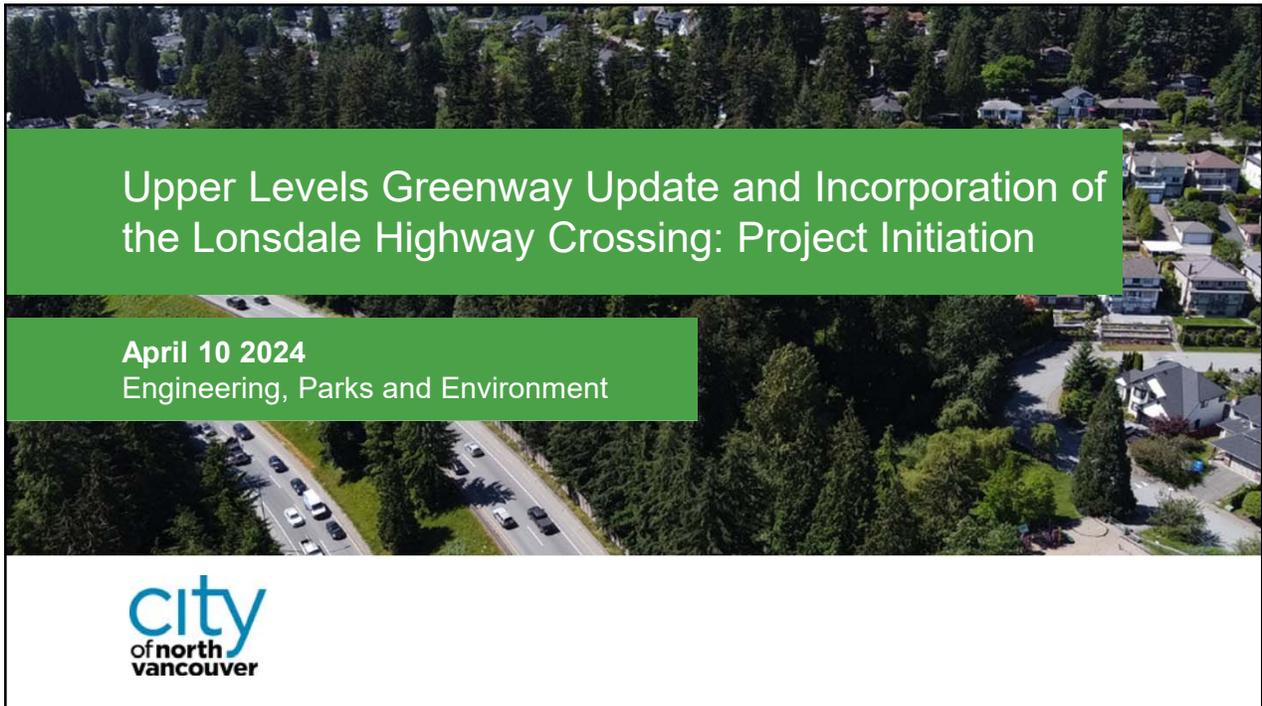


Siobian Smith
Manager, Economic Development



Sean Galloway, RPP, MCIP
Director, Planning and Development

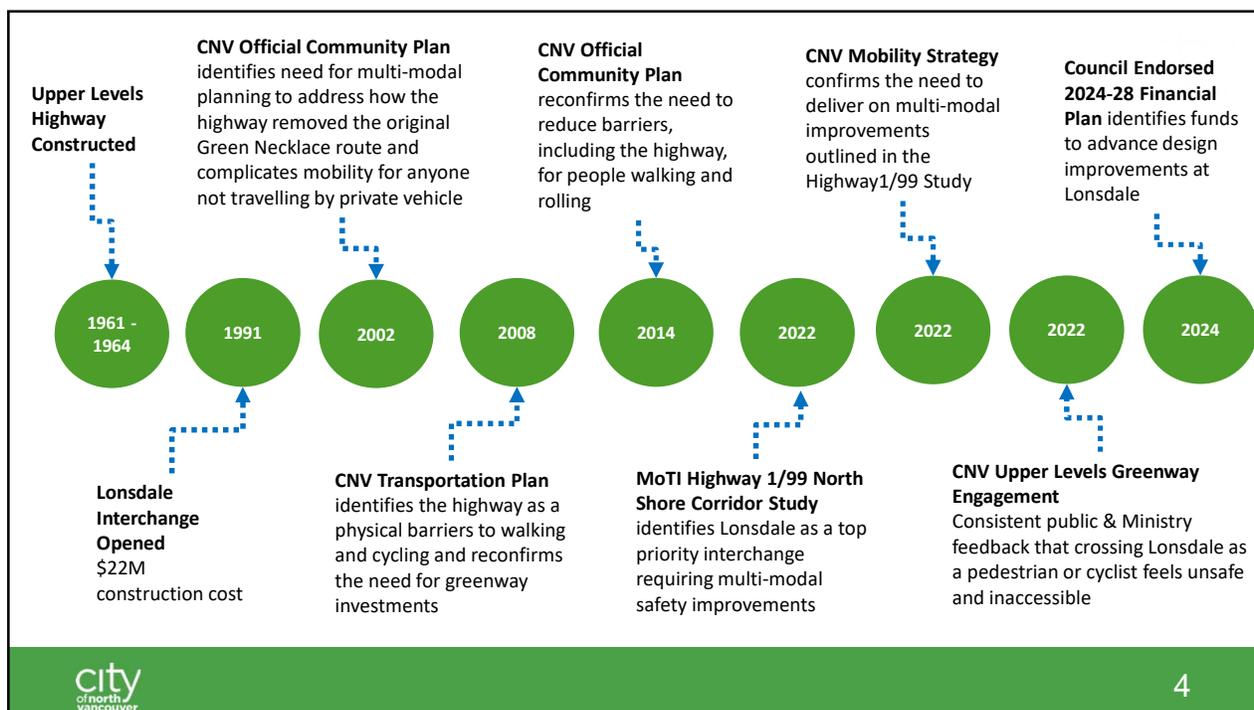
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Purpose of Today

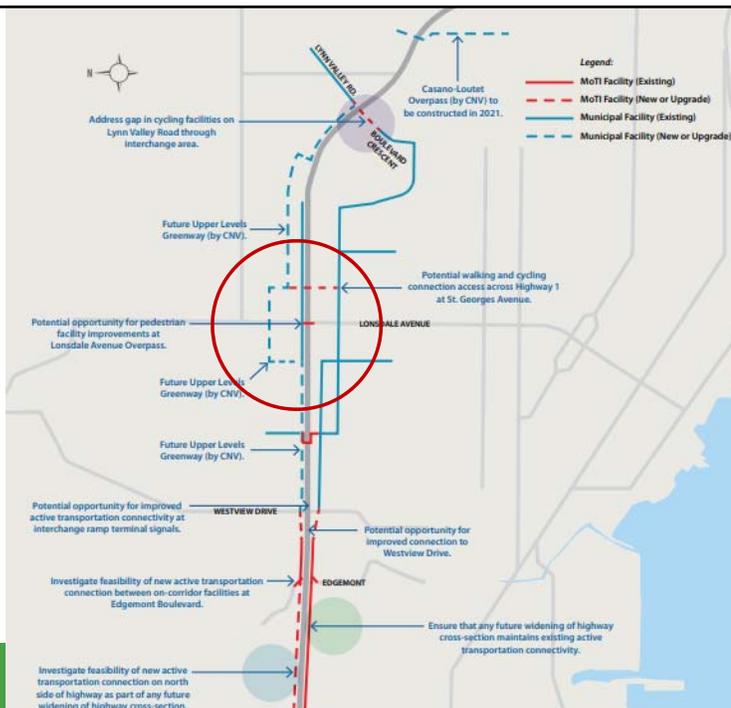
- To provide Council with an update on the Upper Levels Greenway project
- To seek endorsement of the community's preferred alignment
- To provide an overview of the work plan to improve the Lonsdale Highway Overpass for active modes
- To outline an integrated project delivery approach with Phase 1 of the Upper Levels Greenway that prioritizes safety and accessibility

Upper Levels Highway: History and Policy Context



Highway 1/99 North Shore Corridor Study

- Identifies the need for active transportation improvements at the Lonsdale Interchange as a medium term priority
- Lonsdale interchange flagged for road safety improvements for private vehicles
- Highway corridor identified for transit priority investments



Project Jurisdiction

Ministry of Transportation and Infrastructure

Complete decision making authority for the highway

Reviewing and permitting authority for any roadway changes within 800 metres of the highway

Owens and maintains all signal infrastructure between 23rd Street and 26th Street

City of North Vancouver

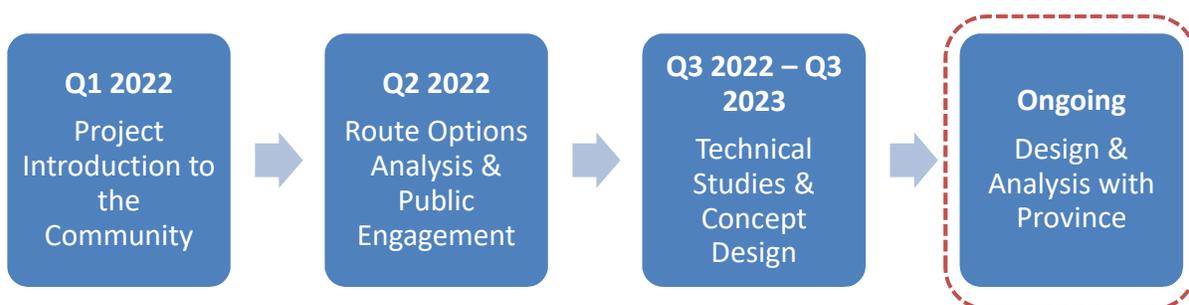
Construct and maintain local streets immediately adjacent to the highway

Engagement with the public and local interested parties

Owens and maintains all signal infrastructure outside the highway intersection area

Upper Levels Greenway Update

Upper Levels Greenway Background



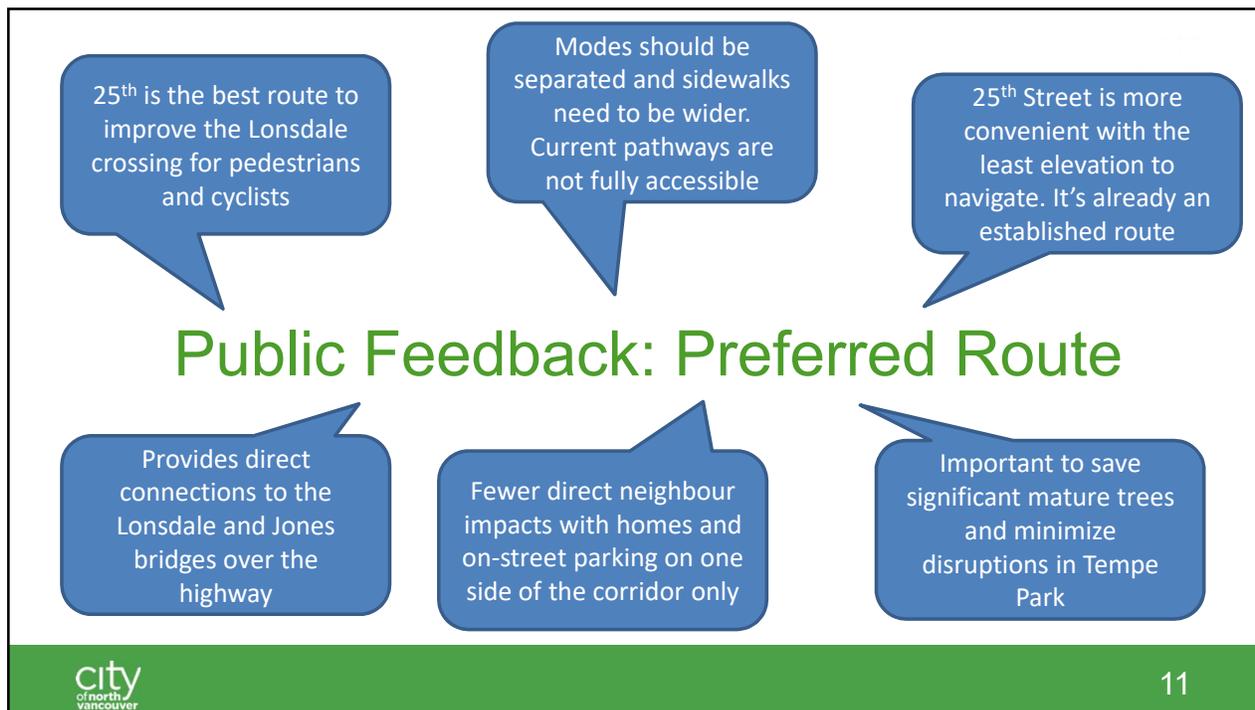
Support for the Project Vision

*“The Upper Levels Greenway will be an **active and healthy** mobility corridor that **celebrates connections to nature**; provides a **safe, comfortable and pleasant** experience for people of **all ages and abilities** to walk, roll and cycle; and **connects** to other greenways and routes.”*

80% of survey respondents strongly support or somewhat support the project vision

Route Evaluation





25th is the best route to improve the Lonsdale crossing for pedestrians and cyclists

Modes should be separated and sidewalks need to be wider. Current pathways are not fully accessible

25th Street is more convenient with the least elevation to navigate. It's already an established route

Public Feedback: Preferred Route

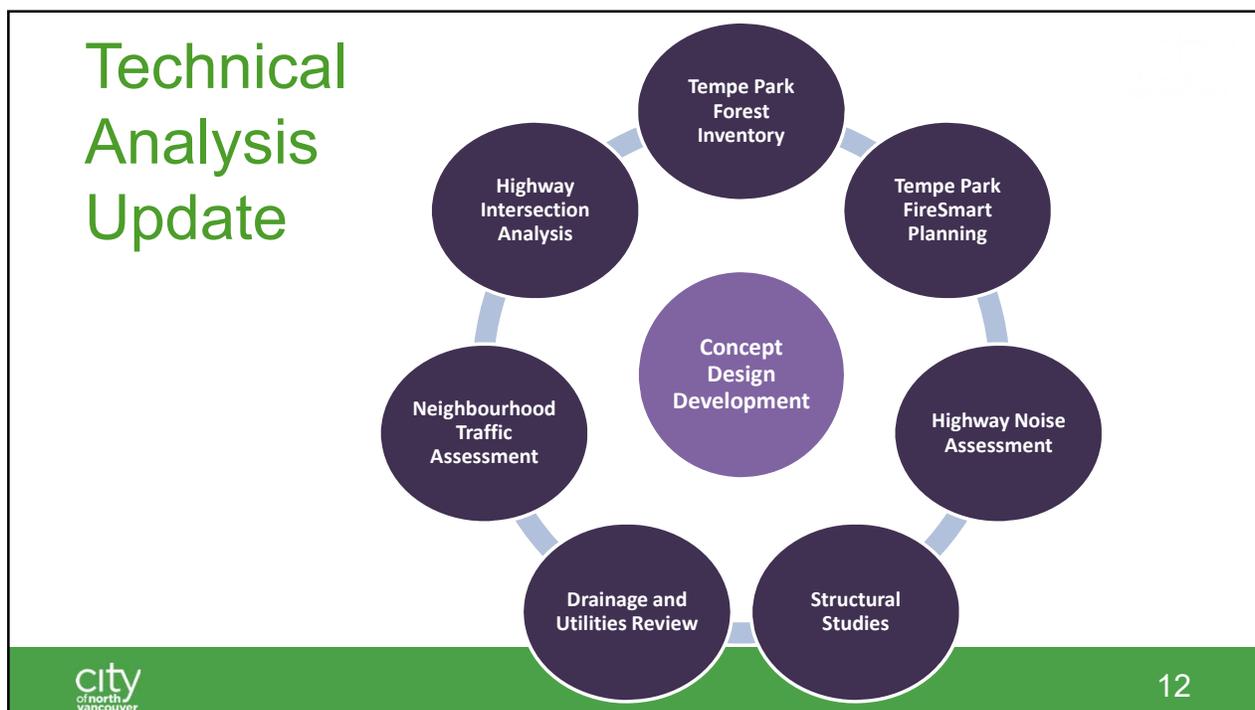
Provides direct connections to the Lonsdale and Jones bridges over the highway

Fewer direct neighbour impacts with homes and on-street parking on one side of the corridor only

Important to save significant mature trees and minimize disruptions in Tempe Park

city of north vancouver

11



Technical Analysis Update

Highway Intersection Analysis

Tempe Park Forest Inventory

Tempe Park FireSmart Planning

Neighbourhood Traffic Assessment

Concept Design Development

Highway Noise Assessment

Drainage and Utilities Review

Structural Studies

city of north vancouver

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Proposed Greenway Experience

- Wider sidewalks
- Protected bidirectional mobility lane on street
- Wide shared multi-use pathway through Tempe Park
- On-street parking retention to meet demand
- Landscaping improvements where possible
- Increased urban tree canopy
- Blue green infrastructure



Strategy for Successful Delivery

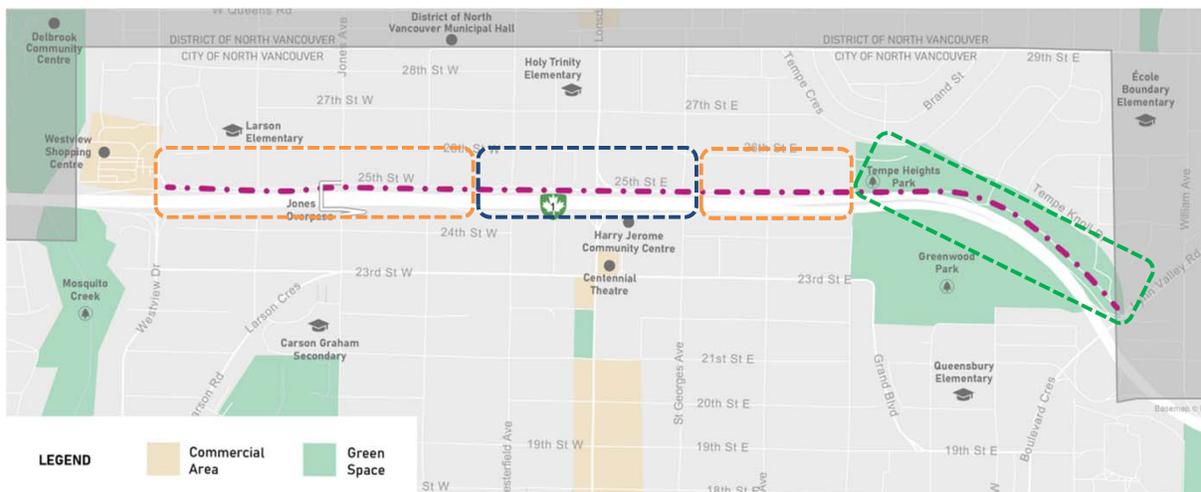


The Spirit Trail
6 Phases – 6.5 km (CNV portion)

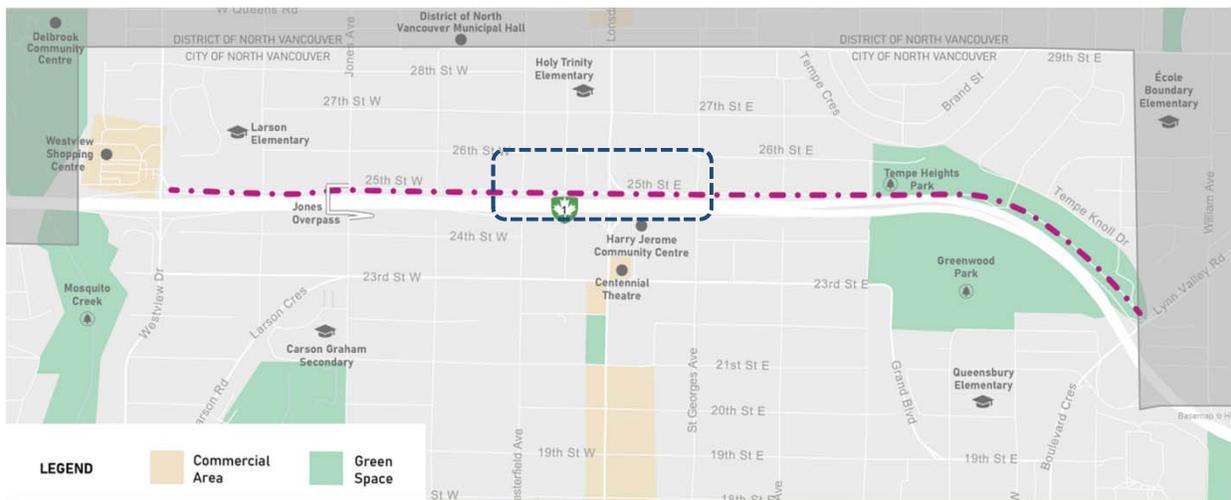


The Green Necklace
5 Phases – 7.5 km

Potential Greenway Phases

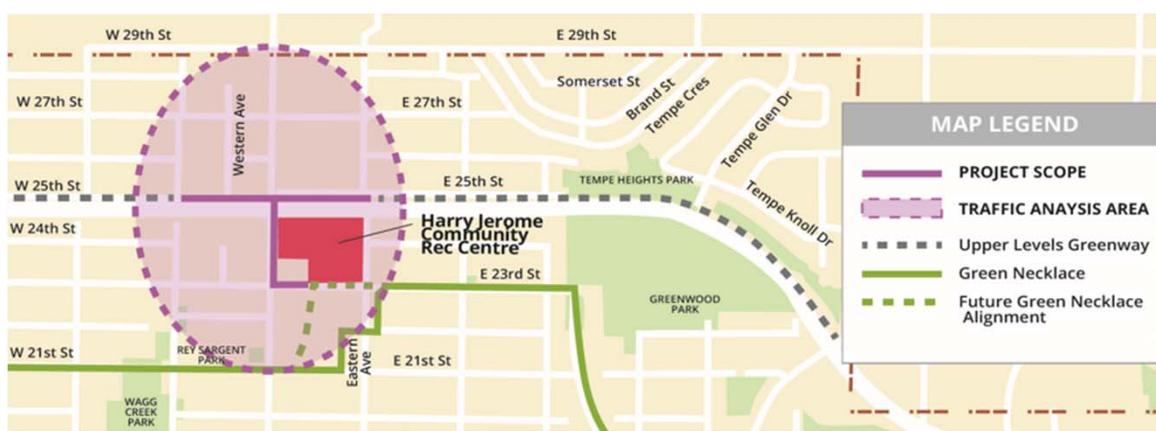


Proposed Greenway Phase 1



Lonsdale Crossing Project Overview

Upper Levels Greenway Phase I & Lonsdale Highway Overpass Mobility Improvements Study Area



Existing Condition



Vehicles prioritized at the expense of active modes



Sidewalks and letdowns do not meet current design and accessibility standards



Inadequate safe crossing times and no dedicated space for cyclists

Options for Analysis

Road Space Reallocation



Revising existing bridge lane widths or configuration to accommodate protected active mode space (ex. Mountain Highway)

Cantilevered Pathway



Photo credit: TransLink

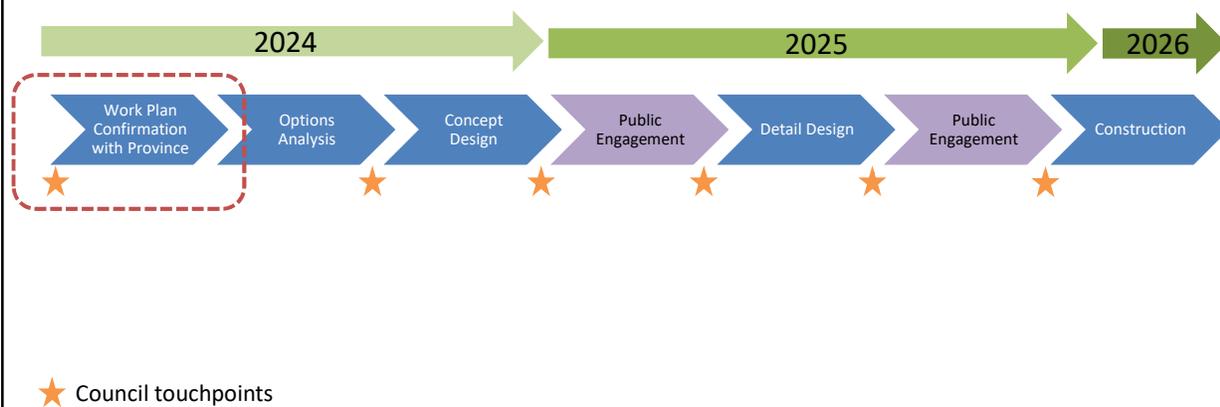
Creation of a separate active mode facility connected to the existing interchange bridge (ex. Canada Line bridge over the Fraser River)

New Structures



Building a new active mode bridge or larger land bridge over the highway (ex. Future Casano-Loutet Overpas)

Draft Integrated Project Schedule



★ Council touchpoints

Questions?



 Department Manager	 Director	 CAO
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The Corporation of **THE CITY OF NORTH VANCOUVER**
ENGINEERING, PARKS & ENVIRONMENT DEPARTMENT

REPORT

To: Mayor Linda Buchanan and Members of Council

From: Justin Hall, Manager, Public Realm Infrastructure

Subject: UPPER LEVELS GREENWAY UPDATE AND LONSDALE HIGHWAY
OVERPASS MOBILITY IMPROVEMENTS PROJECT INITIATION

Date: April 10, 2024 File No: 16-8350-20-0046/1

The following is a suggested recommendation only. Refer to Council Minutes for adopted resolution.

RECOMMENDATION

PURSUANT to the report of the Manager, Public Realm Infrastructure, dated April 10, 2024, entitled "Upper Levels Greenway Update and Lonsdale Highway Overpass Mobility Improvements Project Initiation":

THAT the community's preferred alignment for the Upper Levels Greenway project be endorsed;

THAT staff be directed to complete options analysis, concept design and public engagement for the Lonsdale Highway Overpass Mobility Improvements;

AND THAT staff be directed to integrate analysis and concept design work of the Lonsdale Highway Overpass Mobility Improvements with the Phase 1 concept of the Upper Levels Greenway to develop a coordinated mobility solution.

ATTACHMENTS

1. Upper Levels Greenway – Project Update & Phase 2 Engagement Summary
(CD#[2474770](#))

SUMMARY

This report provides Council with an overview of the work completed to address the technical issues raised in the July 2022 report to Council titled "Upper Levels Greenway – Project Update & Phase 2 Engagement Summary" (Attachment 1), so that staff can confidently recommend endorsing the community's preferred alignment for the Upper

Levels Greenway. The report also outlines an approach to designing a first phase of the greenway that unlocks the necessary roadway space to deliver safety and accessibility improvements at Lonsdale Avenue and initiates the project to work collaboratively with MOTI to improve the Upper Levels Highway crossing at Lonsdale Avenue for people walking and rolling by creating a safe, accessible and welcoming link to/from the Upper Levels Greenway from/to the new Harry Jerome Community Recreation Centre.

The approach outlined in this report reflects the synthesis of public input and previously completed technical analysis overlaid with the limitations on City decision-making that come with designing a project that is integrated with Provincial infrastructure.

BACKGROUND

The Upper Levels Highway was opened in 1964 and, while it improved motor vehicle flow for regional travel to and across the North Shore, it severed the north residential areas of the City from the south neighbourhoods. Since highway operations began, the City’s land use and transportation plans have confirmed the need to improve the highway crossing route options and conditions for people walking and rolling (Figure 1).

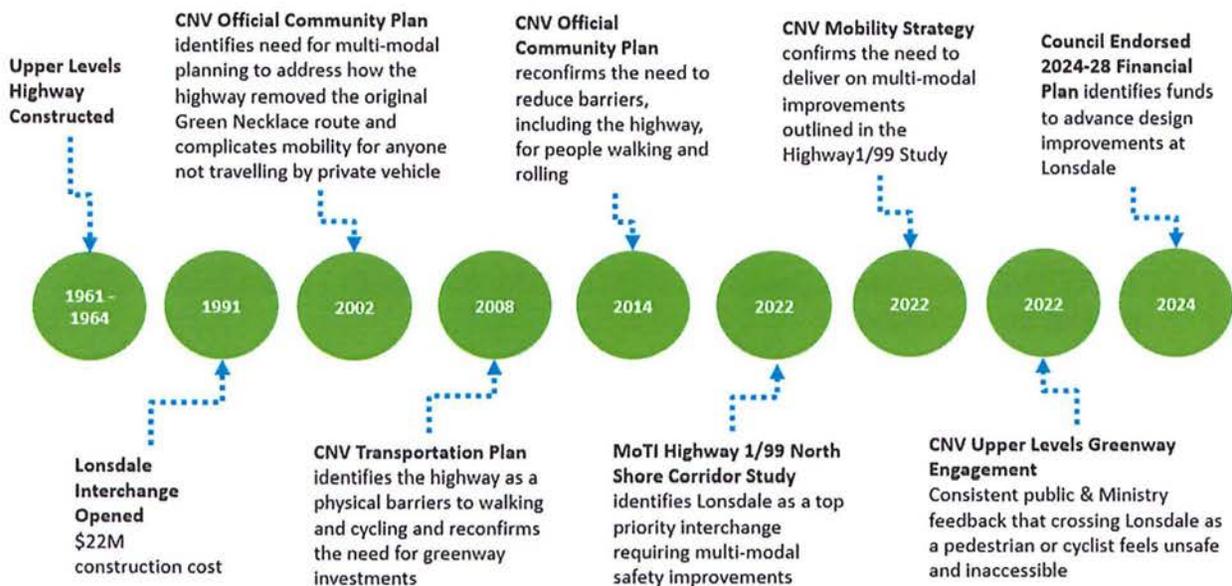


Figure 1. Lonsdale Highway Crossing Policy History.

In 2022, the Ministry of Transportation and Infrastructure (MoTI) released their North Shore Corridor Study that outlines the need to focus on road safety, in particular, recognizing the higher collision locations at major interchanges and need for active transportation improvements, with the Lonsdale Avenue and Westview Drive interchanges identified as priority locations for improvements.

In parallel to these discussions, the Upper Levels Greenway is being developed as part of the City’s commitment to provide active transportation and recreation options that support and enhance the health and well-being of all community members. This

greenway was first identified in the City's 2002 Parks and Greenways Strategic Plan, envisioned to stretch from Lynn Valley Road to Westview Drive, a distance of approximately three (3) kilometers. Once complete, it will give people more choice in how they move around the City by enhancing access to parks, recreation spaces, community amenities and other destinations, such as schools and commercial areas.

DISCUSSION

Upper Levels Greenway Project Update

Since the last update to Council in July 2022, Staff have been conducting a range of technical studies to respond to public and stakeholder feedback and to inform the concept development of the Upper Levels Greenway. See Attachment 1 for the previously provided detailed Phase 2 Engagement Summary report.

Over the last year, the team has completed:

- **Tempe Park Forest Inventory:** Documenting tree health and identifying the least impactful path through the park.
- **FireSmart Planning:** Initial outline of a forest management plan to address fire safety issues in Tempe Park.
- **Highway Noise Assessment:** Measuring current noise levels and investigating options in Tempe Park to design a path that avoids increased noise levels for residents.
- **Structural Studies:** Understanding the condition and repair needs of various retaining structures between Jones Avenue and Lynn Valley Road, including within Tempe Park.
- **Drainage and Utilities Review:** Developing a plan to improve drainage flows and water service capacity throughout the study area.
- **Neighbourhood Traffic Assessment:** Examining traffic patterns and identifying ways to reduce speeding and neighbourhood shortcutting.
- **Highway Analysis:** Working with our provincial partners to analyze the Lonsdale and Westview intersections and confirm safe multi-modal design options that respond to the requirements of both the City and the Ministry.

Concept Design – Proposed Greenway Experience

Through the second public engagement period, the 25th Street route (Figure 2 – Purple Route) emerged as the community preferred route for the greenway, compared to the other potential routes on 26th and 27th Streets. Feedback from the public survey in support of the Purple route includes:

- **Most Convenient:** The route is the most direct path on an established route with the least challenging elevation changes that would benefit from accessibility improvements.
- **Perception of Safety:** 25th Street was considered a quiet street with less traffic than other residential streets and the most direct opportunity to provide a safer intersection at Lonsdale.

- **Connections:** Provides good connections to regional destinations like Harry Jerome Recreation Centre and opportunities to cross the highway at Lonsdale and via the existing Jones active transportation overpass.
- **Least Impact to Neighbours:** With homes and parking on only one side of 25th Street, this route was seen as least disruptive to existing parking with more space to allocate to the greenway.
- **Access to Nature:** Saves key significant trees on the street and provides an accessible pathway through Tempe Park.

Key concerns from the public include:

- **Proximity to the Highway:** Concerns about noise and pollution near the greenway.
- **Comfort and Accessibility:** Current sidewalks on 25th Street and the pathways through Tempe Park are narrow and not accessible.
- **Safety:** Concerns about providing enough space to separate all modes and need to address safety around heavy traffic major intersections like Lonsdale.
- **Nature Impacts:** Desire to minimize impacts in the park. Some concerns that 25th is less scenic than other residential options.
- **Impacts to Neighbours:** Concerns around on-street parking loss and changes to vehicle movements.

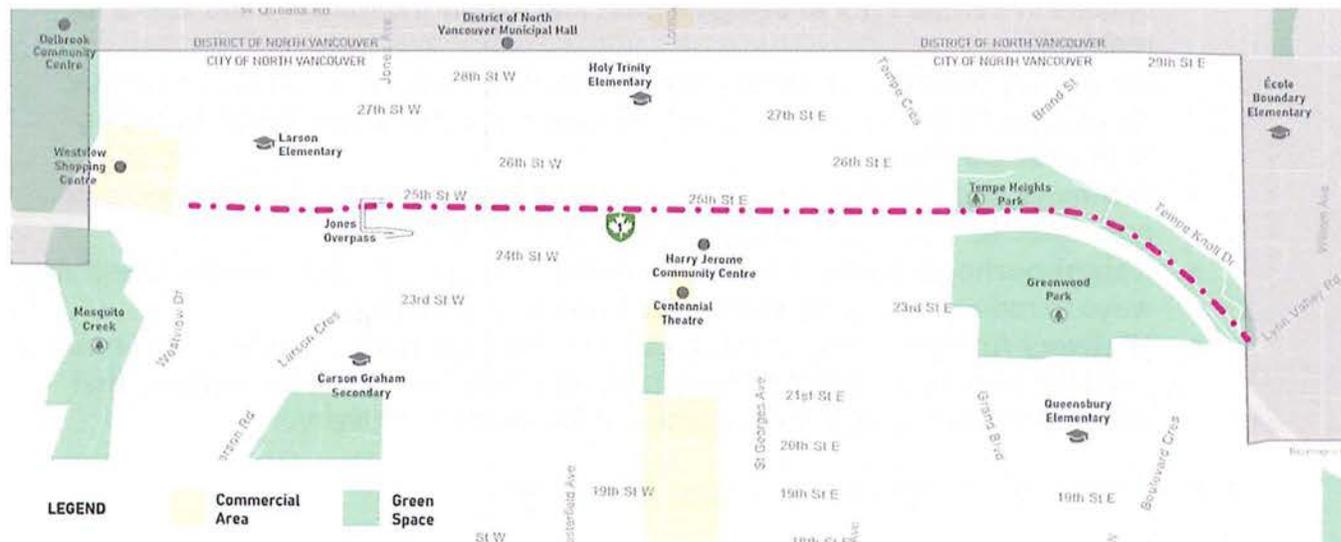


Figure 2. Preferred Route on 25th Street and through Tempe Park.

This technical work program has provided sufficient site understanding to develop a concept design that achieves the following:

- Widened sidewalks to contemporary street standards to address insufficient and uncomfortable walking spaces on 25th Street.
- Incorporation of a two-way bidirectional mobility lane between Westview Drive and Ridgeway Avenue in response to strong community preference for protected micro-mobility infrastructure separated from walking spaces.
- A wide shared multi-use pathway through Tempe Park between Ridgeway Avenue and Lynn Valley Road that minimizes forest impacts and retains significant trees while navigating challenging grades through the park. The

shared path reduces the paved surface area in response to public feedback seeking a balance between accessible paved surfaces and natural trail surfaces in green space areas.

- Retention of on-street parking capacity that is aligned with neighbourhood demand.
- Retention of existing street trees and identification of opportunities for enhanced trees and landscaping to contribute to growing the urban tree canopy.

Proposed Greenway Phasing Strategy

Through the development of the concept, it became clear that delivery of the greenway would be most successfully managed if delivered in phases. The Spirit Trail and Green Necklace routes were both delivered in 5-6 phases and the Upper Levels Greenway is likely best delivered in a similar phased approach.

Delivering a project of this scale in phases allows for development of construction management plans that respond to the varying construction approaches needed within different segments of the greenway. For example, construction requirements at the highway interchange are different than on local street segments and different than construction within park spaces. Phased delivery also ensures there is staff capacity to effectively engage with adjacent neighbours through the design and construction process.

The greenway can be divided into 3 key areas of work for phased delivery (Figure 3).

1. **Lonsdale:** The on-street segment stretching between St Georges Avenue to Chesterfield Avenue on 25th Street, including the Lonsdale interchange area. This is the east-west corridor length necessary to achieve the road space needed to make any safety improvements at Lonsdale in all directions.
2. **25th Street:** The remaining on-street segments from Westview Drive to Chesterfield Avenue in the west and from St Georges Avenue to Ridgeway Avenue in the east – which could be delivered separately.
3. **Tempe Park:** Integrated pathway from Ridgeway Avenue to Lynn Valley Road delivered alongside other forest management works needed to improve fire safety and address other forest health issues, such as damage from the Looper Moth. Delivering the pathway along with other necessary forest works allows for coordinated project delivery to minimize impacts to local park users while also ensuring cost effective investment in our green spaces.

Through engagement and study of the area it was identified that many of the streets north of the Upper Levels Highway are missing sidewalks on both sides of the street. To improve access to the greenway, constructing a sidewalk to one side of all streets without a safe pedestrian route can be considered in the future. This work could also include delivery of a multi-use path outside of Larson Elementary School to formalize pilot design interventions already in place along the street and connect the school directly to the greenway. These additions could be achieved through a targeted project or incorporation into the *New Sidewalks to Complete the Pedestrian Network* project.

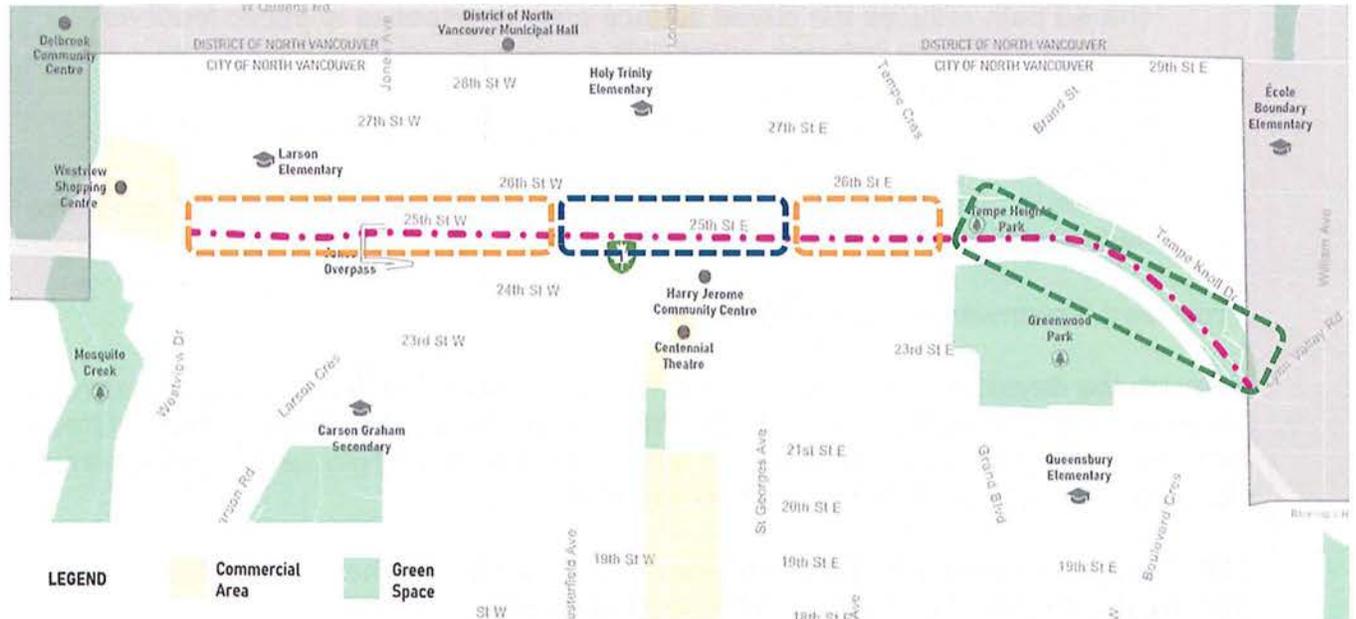


Figure 3. Three phases of work for the greenway including Lonsdale (blue), 25th Street (orange), Tempe Park (green)

With significant changes underway to update citywide land use policies in response to recent Provincial direction, phasing the greenway allows for the City to clarify the land use plans for these neighbourhoods before advancing future phases of design for the greenway.

Phases could be delivered sequentially or with some level of overlap depending on Council prioritization. Through the annual capital budget and appropriation processes, staff will review resourcing and funding requirements and present updated phasing considerations for Council in advance of any future detailed design work or the start of construction.

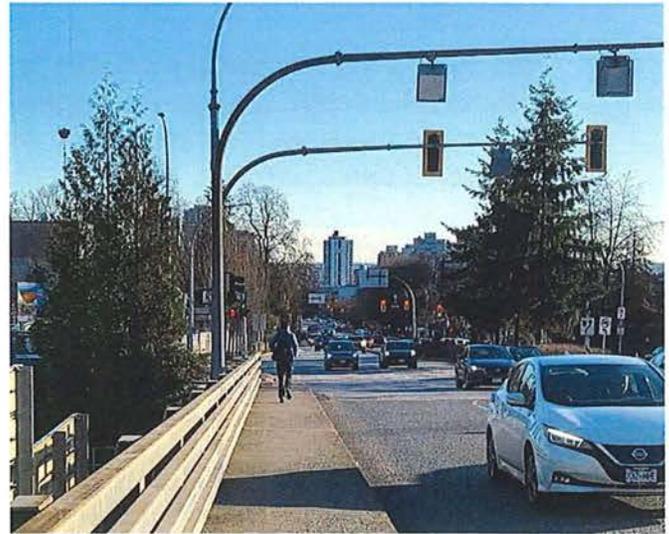
Existing Condition at Lonsdale

The Lonsdale interchange is a high collision location for vehicles with no dedicated safe space for people cycling.

The interchange is a motor vehicle dominated space with six (6) vehicle lanes consisting of two (2) north and two (2) south through lanes with left turn bays to access the highway eastbound and westbound. Vehicle lanes are generous and overbuilt compared to modern design standard lane widths for an urban arterial roadway of this nature.



While it is possible to cross the highway on the sidewalk, the width of the sidewalk does not meet currently accepted design standards for pedestrian infrastructure adjacent to a high vehicle volume roadway. The sidewalk edges have low contrast against the roadway asphalt, making the safe pedestrian space difficult to discern by people with low vision. The letdowns at all access points north and south of the highway do not meet modern accessibility design standards.



There are crosswalks for pedestrians present at some locations north and south of the highway, however the crossing times for pedestrians do not meet current signal timing standards for an intersection of this scale

There are no dedicated crossing spaces east-west or north-south for cycling and other active modes. Active and micro-mobility travelers are required to share space with vehicles coming on and off a high speed freeway. Some people choose to cycle on the sidewalks to avoid these dangerous interactions, further squeezing the already limited space for pedestrians.



Priority for Delivery – ULG Phase 1 and Lonsdale Highway Overpass Mobility Improvements

This work is an opportunity to stitch the local road network and neighbourhoods together after being severed in 1964 when the Upper Levels Highway cut through the community. The project is well positioned to see a first phase of the East-West greenway delivered along with North-South Lonsdale highway crossing improvements. Delivering these projects as a single integrated mobility network project provides the opportunity to maximize the safety benefits in a way that neither segment would be able to realize individually.

These are critical and interdependent segments that address the most urgent safety and accessibility needs on the corridor. While crossing the highway barrier is the core challenge, having safe paths of travel on both sides of the bridge structure is necessary to ensure people can disperse into the neighbourhoods safely. These areas transition into low vehicle volume residential streets with less immediately urgent safety interventions that can be addressed in subsequent greenway phases.

This study area additionally unlocks important multi-modal access to the new Harry Jerome Recreation Centre, the largest regional destination investment in the City's history, currently under construction within the community. Creating conditions where the people can safely and easily access our recreation facilities regardless of mode of travel is important for advancing our mobility goals by building more viable route options for active transportation.

Figure 4 shows the proposed project study area in purple with connections to the new Harry Jerome Recreation Centre and Green Necklace to the south of the highway and integration with Phase 1 Upper Levels Greenway north of the highway.

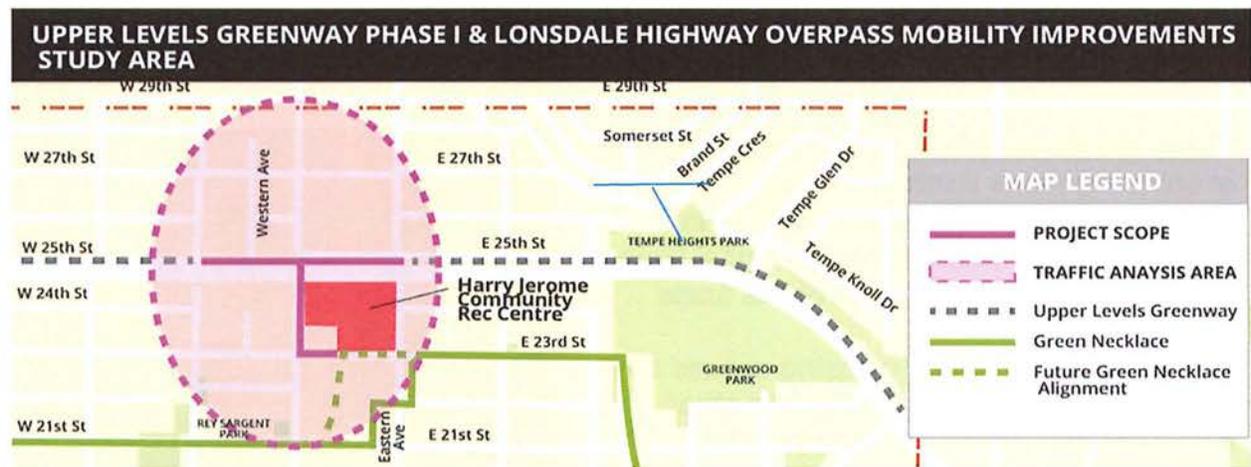


Figure 4. Proposed project study area

Staff propose that the previously developed concept design for the Upper Levels Greenway Phase 1 from Chesterfield Avenue to St Georges Avenue be integrated with the Lonsdale Highway Overpass Mobility Improvements project to produce an integrated concept that connects the ULG across the highway on Lonsdale to the Harry Jerome Recreation Centre.

Early works on an integrated project will focus on completing an options analysis with the Province to address the north-south active travel challenges. When complete, an integrated concept can be advanced and brought forward for the first public engagement phase (Figure 6 – Draft Milestone Schedule).

This work also provides the opportunity to engage MoTI in feasibility level studies to address Council's Motion to explore a land bridge over the highway.

Initial Options for Analysis

Staff have completed initial spatial analysis of the study area and have identified a long list of options for analysis to be confirmed in partnership with the Ministry of Transportation and Infrastructure. Given the complexity of the area and the critical function the highway and access points play within the broader Major Road Network, it is important to assess a comprehensive set of options to fully understand the opportunities and challenges different design solutions present.

While the project work plan is still being defined with the Province, there are three general categories of options that Staff anticipate working through. Each of these analysis categories will have several sub-options considered.

Road Space Reallocation: Revising existing bridge lane widths or configuration to accommodate protected active mode space.

Example – Mountain Highway overpass includes a protected multi-use path to accommodate people walking and rolling.



Cantilevered Pathway: Creation of a separate active mode facility connected to the existing interchange bridge.

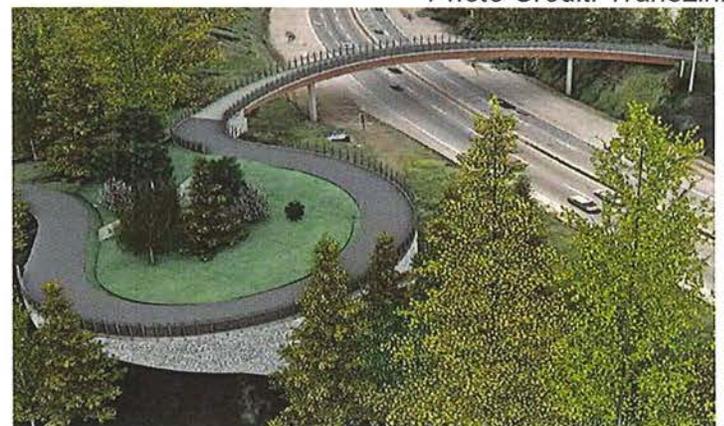
Example – Canada Line active mode bridge across the Fraser River into Richmond



Photo Credit: TransLink

New Structures: Building a completely new active mode bridge between Lonsdale and Lynn Valley Road or larger land bridge over a portion of the highway.

Example – Future Casano-Loutet Overpass



The evaluation criteria for the long list analysis will be developed in partnership with the Province. It is anticipated the evaluation will consider user comfort and safety for all modes, network operational and access impacts, order of magnitude cost, and

deliverability complexity. Evaluation criteria will be informed by City and Provincial policy and previously received public and stakeholder feedback.

Project Governance

Design on, and adjacent to, Provincial highways is a highly technical exercise. The Province holds complete decision making power over highway and bridge design elements and additionally holds review and permitting authority over any changes within 800 metres of the highway, which includes the entire proposed project study area.

The City of North Vancouver has the responsibility to construct and maintain local road networks adjacent to provincial infrastructure. Within 800 metres of this infrastructure, all projects are reviewed by the Ministry before permits for construction can be granted.

With the proposed project area for the Lonsdale Highway Crossing improvements, there is joint responsibility for design development to balance local needs with Major Road Network functions. This means that City staff can develop design concepts, but ultimately must work with the Ministry to achieve a solution that is acceptable to both parties, recognizing that there is not always consistent alignment of priorities between highway operations and local community transportation goals.

Staff will be working with our Ministry partners to set up a collaborative working structure that will ensure City policies are properly reflected throughout the design process.

Involving the Community

Through the recent adoption of the Mobility Strategy and the first two phases of public engagement on the Upper Levels Greenway, staff have received rich and detailed feedback from the public about our collective transportation vision and immediate design needs to address safety and accessibility around the Lonsdale interchange. During this next phase of work, it is the responsibility of staff to bring those perspective to the Province as we work through the options analysis process.

Due to the technical nature of highway designs and jurisdictional oversight by the Province, current engagement planning for this work envisions as CONSULT level of public involvement from the IA2P Spectrum of Public Participation (Figure 5). Taking a CONSULT approach, means the City will provide the public with all of the information about the project including the technical constraints and obtain public feedback on analysis and decisions.

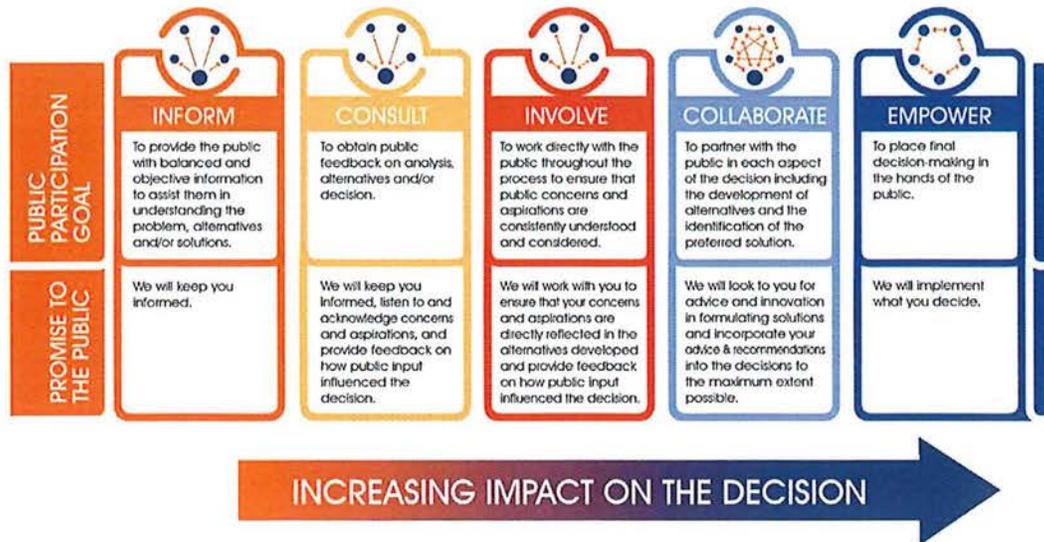


Figure 5. IA2P Spectrum of Public Participation. Source: IA2P Canada

While the opportunities to collaboratively design this highway project are more limited compared to local street active mobility projects, there will still be opportunities to hear from the community about specific safety and accessibility concerns and to keep them informed as the project design process advances. In particular, as the project moves forward from concept into detailed design, there will need to be direct engagement with the small number of adjacent residents within the study area to ensure site specific considerations are properly incorporated into the design.

With the Province as the ultimate decision authority for much of the work, the City can provide the following commitments to the community:

- Safe property access will be maintained for all residents
- Mature trees will be retained everywhere possible
- Designs will focus within the existing public right-of-way
- Strive to provide property owners a cohesive design and seamless transition between private property and the public realm.

Integrated Project Schedule and Next Steps

Staff are working with the Ministry to confirm a project schedule and detailed work plan. The draft milestone schedule (Figure 6) outlines the anticipated work flow for analysis and design work for the Lonsdale crossing and Phase 1 of the Upper Levels Greenway through 2024-2025 with construction anticipated in 2026.



Figure 6. Draft milestone schedule. Orange stars represent Council touchpoints where staff will provide project updates and/or seek endorsement to move into the next phase of work.

As the work plan is confirmed with the Ministry, the details of public engagement and Council reporting will be updated to reflect the schedule and milestones agreed to. The current engagement plan involves bringing a concept design for the Lonsdale Highway Crossing and Phase 1 of the Upper Levels Greenway to the public as a single project for comment after concept design and before detailed design. The second public engagement period shown in the schedule will primarily consist of direct one-on-one engagement with adjacent neighbours in advance of construction.

Additionally, discussions with Squamish and Tsleil-Waututh Nation members will be important and will build upon early engagement around the Upper Levels Greenway. All Provincial projects additionally require engagement with First Nations across Metro Vancouver. Staff will be working with Ministry staff to determine how to properly engage in discussions with the Nations.

FINANCIAL IMPLICATIONS

In 2022 Council approved funds to support the early work on the Upper Levels Greenway Project. The project team has completed supportive technical work and two rounds of engagement with the community to establish a concept plan and preferred route for the Upper Levels Greenway. A value of \$799,000 remains unspent and can be used to support future phases of the project.

Should Council direct staff to integrate Phase 1 of the Upper Levels Greenway and Mobility Improvements into the Lonsdale Highway Overpass Mobility Improvements project, funding in the 2024-2028 Financial Plan will be pulled together from the sources indicated below. At this time, there is no additional funding required to advance the analysis, concept design, and public engagement components of the combined project. There are sufficient unspent funds from the ULG route identification and concept design stage to advance the project to the end of the first public engagement phase. Any funds that remain unspent after the next phase of work, can be carried over into the detailed design and construction phases to help meet the matching funding commitment typically required by external granting agencies. Staff have been successful in securing matching funds up to \$1.46m from TransLink to support the delivery of the Upper Levels Greenway project. As a portion of this project will be constructed on Provincial infrastructure, it is anticipated that the Province will contribute capital funding once the scope of the work is more clearly defined. Staff will continue to explore opportunities to secure additional external funding support.

A total cost for the design and construction of the proposed integrated project is difficult to assess at this time. While staff have a preliminary estimate of the Upper Levels Greenway Phase 1 of \$4.4 million including design and construction. Costs associated with the various options for improving the north-south crossing of the highway overpass vary significantly. Through the option analysis and concept design process with the Province a project estimate will be developed. As indicated in Figure 6, staff will report back to Council after option analysis is complete with further information, including funding options for Lonsdale Highway Overpass component, and seek direction on a pathway forward.

Source	Project	Value
Upper Levels Greenway Route Identification, Concept Design, Supportive Technical Work, and Engagement		
Appropriated from 2019 – 2023 Financial Plans	Upper Levels Greenway	\$1,590,000
	Staffing and Overhead	(\$398,000)
	Technical Consultant Support	(\$393,000)
Unspent Funds		\$799,000
Integrated Analysis and Concept Design		
Growing Communities Fund (Appropriated in Q3 2023)	Lonsdale Highway Overpass Mobility Improvements	\$90,000
Unspent funds from 2019-2023 Financial Plans	Upper Levels Greenway	\$799,000
Total Available Funding for Analysis, Concept Design, and Engagement		\$889,000
Detailed Design and Construction (Future Appropriations)		
2024-2028 Financial Plan	Lonsdale Highway Overpass Mobility Improvements	\$200,000
2024-2028 Financial Plan	Mobility Network Implementation – Upper Levels Greenway – Phase 1	\$1,300,000
External Funding – TransLink (Secured)	Mobility Network Implementation – Upper Levels Greenway – Phase 1	\$1,460,000
Total Available Funding for Construction		\$2,960,00

In the 2024-2028 Draft Financial Plan there is an additional \$150,000 for the Land Bridge Feasibility Study. An initial high level evaluation will be performed within the scope of this project and staff will report back to Council for further direction based on those findings.

INTER-DEPARTMENTAL IMPLICATIONS

Resolving the complexity of the Lonsdale highway crossing involves a range of technical components including transportation engineering, public realm design, and integration with future land use integration considerations. The project will be delivered through the Public Realm Infrastructure team with support from across Engineering, Planning, Public Works, Communications and Engagement, and Finance as required.

The project team will be directly coordinating work with the Harry Jerome Community Recreation Centre team to ensure potential design solutions integrate appropriately with the developed site plans for this regional destination with no additional costs or land requirements from the HJCRC project.

STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS

This project supports a Connected City, provides active and sustainable ways for people to move to, from and within the City safely and efficiently and will result in the increase of active transportation mode share, while also supporting the health and well-being of all.

The project specifically addresses the following actions from the City’s Mobility Strategy:

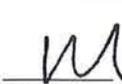
- 1A: Deliver a complete, universally accessible, and high-quality pedestrian network.
 - i. Provide a complete sidewalk network on both sides of the street of all streets within a reasonable walking distance (typically 400 metres) of all key pedestrian areas and destinations like schools, community centres, and frequent transit corridors. Prioritize improving the quality and comfort of existing narrow sidewalks along and within a reasonable walking distance of the City's Main Streets.
 - iii. Prioritize universal design and accessibility standards when designing or redesigning all streets, sidewalks, connections, and pathways using guidance from BC's Active Transportation Design Guide.
- 1B: Deliver an all ages and abilities Mobility Lane Network that connects all our neighbourhoods and key destinations.
 - i. Complete the priority corridors for All Ages and Abilities (AAA) Mobility Lanes and provide improved North-South connections to key activity centres in the City. Identify new phases for network expansion on a regular basis as corridors as delivered.
 - iii. Upgrade existing mobility lane infrastructure to meet AAA standards, prioritizing investments on corridors with high use and the greatest potential for risk reduction.
- 5A: Minimize the potential for conflict where different street users come together.
 - i. Increase the separation of different users at our busiest intersections, particularly for the protection of vulnerable road users.
- 5B: Manage travel speeds and access to improve neighbourhood safety and livability.
 - iv. Use access management interventions to manage through traffic on Local Streets that experience chronic traffic and shortcutting.
- 10C: Coordinate closely with the District of North Vancouver, Squamish Nation, and the Province on all boundary-adjacent mobility infrastructure projects.
 - iv. Work with the Province to deliver the recommendations of the Highway 1/99 North Shore Corridor Study, including improving the people moving capacity of the corridor through dedicated transit lanes and improving connections across Highway 1 for all modes of travel.

RESPECTFULLY SUBMITTED:



Justin Hall
Manager, Public Realm Infrastructure



 Department Manager	 Director	 CAO
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The Corporation of **THE CITY OF NORTH VANCOUVER**
ENGINEERING, PARKS & ENVIRONMENT DEPARTMENT

INFORMATION REPORT

To: Mayor Linda Buchanan and Members of Council

From: Mo Bot, Project Manager – Public Realm Infrastructure

Subject: UPPER LEVELS GREENWAY – PROJECT UPDATE & PHASE 2
ENGAGEMENT SUMMARY

Date: July 6, 2022 File No: 16-8350-20-0039/1

The following is a suggested recommendation only. Refer to Council Minutes for adopted resolution.

ATTACHMENTS

1. Upper Levels Greenway - Existing Conditions & Route Options Summary Report ([CD #2197716](#))

SUMMARY

The Upper Levels Greenway project team has completed the Phase 2 public engagement period related to the draft project vision and various route and design options through the Tempe and Westview neighbourhoods. This report presents a summary of the engagement feedback received and outlines how that input has shaped and refined the project work plan to develop a greenway concept design. Staff will report back to Council later in 2022 with the results of further technical investigations and a proposed concept plan before proceeding to the next phase of public and stakeholder engagement.

BACKGROUND

The Upper Levels Greenway is being developed as part of the City's commitment to provide active transportation and recreation options that support and enhance the health and well-being of all community members. The Upper Levels Greenway will stretch from Lynn Valley Road to Westview Drive and will be approximately three (3) kilometres long. Once complete, it will give people more choice in how they move around the City by enhancing access to parks, recreation spaces, community amenities and other destinations, such as schools and commercial areas.

In April 2022, the project team initiated a public engagement period to discuss the draft project vision, options for different design approaches for the greenway, and to gather feedback on three (3) potential route options for the project to traverse the Tempe and Westview neighbourhoods north of Highway 1 (Figure 1). The content and route options in this public engagement period was informed by input from the first phase of community engagement and initial technical analysis around topography, multi-modal safety, and access to key destinations. The information gathered during public engagement, the existing conditions documentation, and how the public input has informed the project development to-date can be found in Attachment 1.



Figure 1. Greenway route options discussed during public engagement

DISCUSSION

Phase 2 Public Engagement Outreach

The second phase of engagement sought to share what was heard in the Phase 1 engagement, present the vision and routing options for the greenway as described above, and present different design options for feedback. Feedback from the second phase of engagement will be used along with technical analysis to help select a preferred route.

The engagement process involved an online survey, several pop-up events, and feedback collected at an open house. The survey was open between April 27th and May 20th, 2022 and received 842 responses. Approximately 55 people attended an Open House at Larson Elementary School on May 10th, 2022. Approximately 55 people also attended one of two pop-up engagement sessions held on May 7th, 2022 at City Fest and on May 14th, 2022 on Grand Boulevard, respectively.

The project team’s objective is to reach a broad audience with a wide variety of outreach methods that provide project information in an accessible and digestible format for all. To achieve this, all of outreach tactics used in the initiation phase were redeployed, with highlights including:

- **Postcard:** 1,850 postcards were delivered to all addresses in the project area.
- **Print Ad:** A quarter page ad appeared in the North Shore News on May 11th.
- **Info Bulletin:** A direct bulletin delivered to over 1,200 subscribers.

- **On-site Signage:** 11 large project signs targeting people walking, rolling, cycling, and driving were installed throughout the project area during the entire engagement period.
- **Social Media:** Between April 27th and May 20th, seven Facebook posts reached 34,000 people. Six twitter posts and two Instagram posts were also shared.

In addition to broad public engagement, staff are initiating discussions throughout the project development process with Squamish Nation and Tsleil-Waututh Nation. Targeted and ongoing stakeholder meetings will be held with groups including the North Shore Advisory Committee on Disability Issues, the Seniors Action Table, the Integrated Transportation Committee, the North Shore Young Citizens' Forum, RCMP, Fire services, and youth and parents from the schools within and near the project area as the concept development process advances.



Open House attendees at Larson Elementary School

What We Heard

Through the online survey and in-person engagements, respondents were asked questions to:

- Reflect on the draft vision;
- Share their perspective and experience on the infrastructure design approach;
- Comment on the three (3) route options; and,
- Rank the routes in order of preference.

Support for Upper Levels Greenway Draft Vision

A majority of survey respondents expressed support for the draft vision for the Upper Levels Greenway, with 80% indicating that they were strongly or somewhat in support. 14% of survey respondents indicated that they strongly or somewhat opposed the draft vision (Figure 2).

“The Upper Levels Greenway will be an active and healthy mobility corridor that celebrates connections to nature; provides a safe, comfortable and pleasant experience for people of all ages and abilities to walk, roll and cycle; and connects to other greenways and routes.”

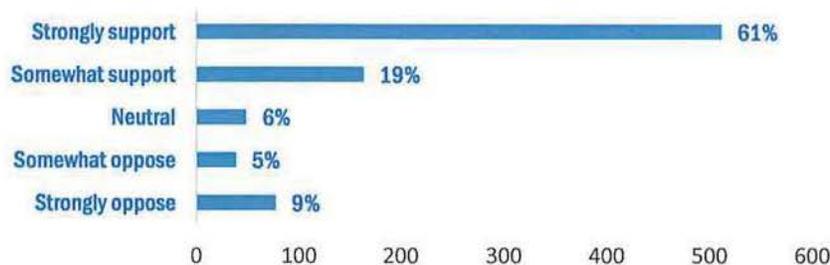


Figure 2. Survey response support for the draft project vision

The main reasons for lack of support for the vision were concern over negative effects to local neighbourhoods like parking, cost of the project, and a lack of need.

Design Approaches

When asked about how well four different potential greenway design approaches each reflected the community priorities of Safety and Experience, the community indicated they perceived the wide sidewalk and protected bicycle design as the safest, followed by the multi-use pathway design.

In responding to what they liked about different design options, survey respondents most often expressed the importance of separation of users, safety for children, and the need to design with accessibility in mind. Responding to what they did not like about different design options, survey respondents most often expressed safety concerns about shared use spaces and conflict, impacts to the local neighbourhood such as parking, and general safety concerns about a greenway in the community (beyond those raised by shared use). Refer to Appendix B in Attachment 1 for more detail.

Preferred Route

When asked which route they preferred, participants selected the Purple route most often, followed by the Orange and Blue route, respectively (Figure 3). This order of ranking was consistent both on the survey responses and in the open house feedback responses.

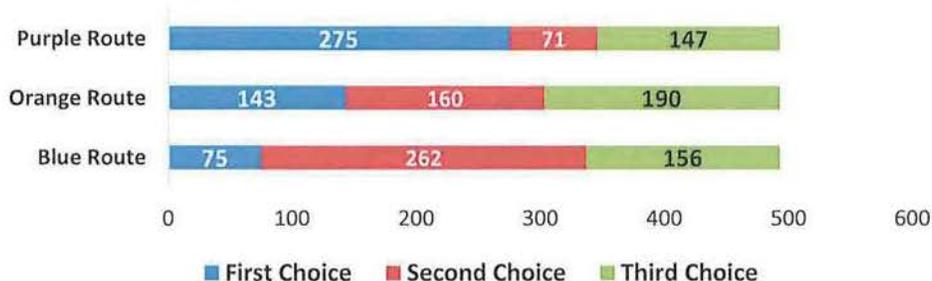


Figure 3. Preferred route rankings from all survey responses

Purple Route

Survey participants indicated that the community priorities best reflected by the Purple route are Safety and Connection (Figure 4).

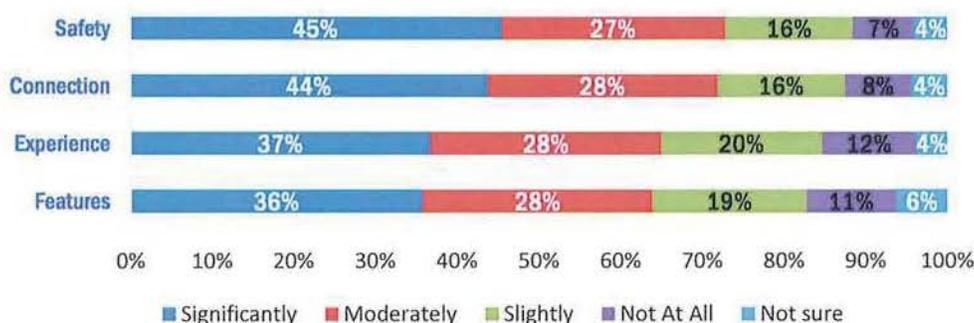


Figure 4. Purple Route alignment with Phase 1 community priorities for the greenway

Survey respondents most liked the convenience and safety of this route as 25th Street has low vehicle volumes outside of the 100 blocks. Open house participants indicated more connections (e.g. Jones Overpass), fewer changes in elevation and being more scenic were what they most liked about this route.

As far as what was most disliked about the Purple route, top themes in the survey responses included proximity to the highway and complex intersections, and concerns about the comfort and accessibility of this route. In the open house feedback, participants also provided suggestions for additional areas to which the route could connect beyond the study area and City boundary.

More information on the response to the route options can be found in Appendix B of Attachment 1. While feedback indicated less support for the Orange and Blue routes due to the impact of topography on mobility, exposure to higher vehicle volumes on 27th Street and more complex wayfinding; the routes offer a quieter, pleasant experience outside of peak hours.

Likelihood of Using the New Upper Levels Greenway

There is significant interest in and ongoing need for safe active mobility spaces in Tempe and Westview, as supported by the 68% percent of survey respondents that were likely to walk, cycle and/or roll more often or much more often in this area, after the new greenway is complete (Figure 7).

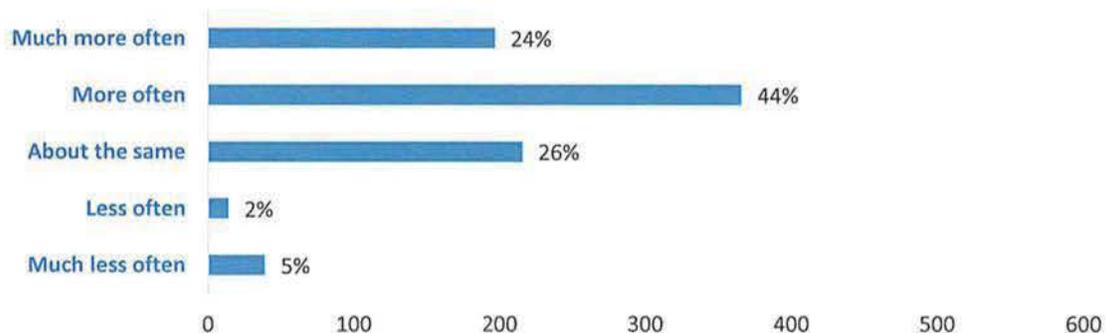


Figure 7. Survey responses indicating desire to use a new greenway in this area of the City

Work Plan Next Steps

While all three routes have advantages and disadvantages, there is no single option that is clearly preferred over the others from a purely feasibility perspective. That said, the findings of the technical analysis and the results of the community engagement signal that the Purple route is likely emerging as the preferred option to advance to the next phase of concept design. The public engagement period helped the project team identify and confirm several big technical questions that require further exploration in order to confirm the preferred route and to begin development of a feasible concept design.

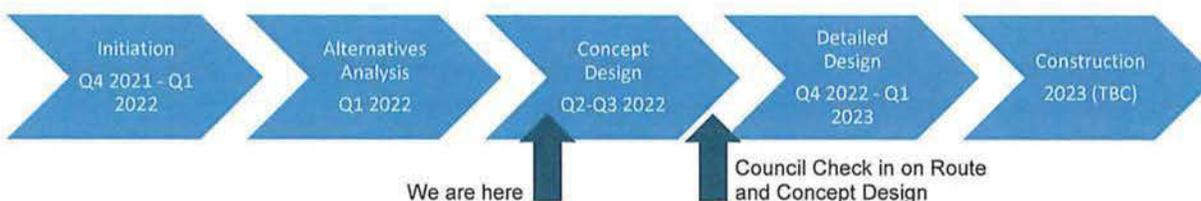
The project team will be working through the following investigations and stakeholder conversations as part of the concept development process:

- **Exploring alignment options through Tempe Heights Park:** There are several potential alignment options that have been investigated at a high level. However,

at this point, the feasibility of each option requires confirmation. In addition, a portion of the potential Purple alignment through Tempe Heights Park is within Ministry of Transportation and Infrastructure right-of-way. The project team will be conducting further technical analysis including a topography survey, arborist assessment, review of forest management plans and requirements, review of grading, and exploration of jurisdictional implications, to confirm alignment options through the park.

- **Confirming feasibility of enhancements to the berm:** There are potential geotechnical and environmental considerations associated with the berm between Tempe Heights Park and Lynn Valley Road. The berm provides a noise buffer and visual separation between residents on Tempe Knoll Drive, but would require improvements to address grade and accessibility considerations. The project team will be conducting a geotechnical investigation to better understand what modifications to the berm are technically feasible while maintaining noise-barrier functionality.
- **Analysis and designs of Westview and Lonsdale at 25th Street:** If the Purple option is selected as the preferred alignment, intersection modifications will be required to the intersection of Lonsdale Avenue and West 25th Street, which is under the jurisdiction of the Ministry of Transportation and Infrastructure. Consideration for improvements to, and crossing of, Westview Drive will also require review with the Ministry of Transportation and Infrastructure. The project team is currently analysing various signal and geometric options as well as incorporating an analysis of ICBC collision data to inform design recommendations.
- **Exploring traffic calming and shortcutting opportunities at the neighbourhood level:** There have been several requests to the City from residents in Tempe and Westview to implement traffic calming. The project team will be reviewing all requests together to understand how local neighbourhood access can be maintained while also implementing traffic calming and diversions that will reduce speeds and vehicle shortcutting through the residential areas. These potential neighbourhood level changes will be studied in relation to the greenway route and design requirements.

The project team will be working with stakeholders to explore and integrate the findings of these investigations into the concept design for the Upper Levels Greenway. The project team will be returning to Council in late fall/early winter to present the concept design for the project before the next phase of public and stakeholder engagement is initiated. This is a slight change to the previous project schedule but allows for more up front technical work to be completed thoroughly before a concept route is selected. During the next update staff will provide early thoughts on construction approach and timeline.



FINANCIAL IMPLICATIONS

The total preliminary estimated cost for design and construction of the Upper Levels Greenway is \$6,665,000, comprised of external and City funding. City funds are currently identified for Council's consideration in the 2023 and 2024 capital plan years to be evaluated holistically with all Council Strategic Plan priorities and available funding amounts. Actual project costs and delivery approach will be refined through the planning and design process.

Since the last project update, the City has successfully secured \$573,000 in contributions from TransLink through the 2022 Major Road Network and Bike (MRNB) and Walking Infrastructure to Transit (WITT) municipal cost share programs. The project team will continue to pursue external funding opportunities from a variety of senior government infrastructure grants and other sources such as the ICBC road safety grant program.

INTER-DEPARTMENTAL IMPLICATIONS

As the Upper Levels Greenway involves a variety of technical components including parks design, transportation planning, and overall road works coordination, the project will be delivered through the Public Realm Infrastructure group with a multi-department team from Parks, Environment, Engineering Design, Development Planning, Transportation Planning, Communications, and Finance contributing throughout the process.

STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS

This project supports a Connected City, provides active and sustainable ways for people to move to, from and within the City safely and efficiently and will result in the increase of active transportation mode share, while also supporting the health and well-being of all.

In addition, the development and implementation of the City's Priority Mobility Network Project aligns with and advances key principles of the Mobility Strategy, Safe Mobility Strategy, WalkCNV, and established City goals and objectives. Specific OCP objectives include:

- Objective 2.1: Prioritize walking, cycling, transit and goods movement over single-occupancy vehicles;
- Objective 3.1: Enhance well-being and quality of life for all community members; and
- Objective 5.2: Support, enhance and maintain recreation as a vital aspect of a healthy community.

RESPECTFULLY SUBMITTED:



Mo Bot
Project Manager – Public Realm Infrastructure



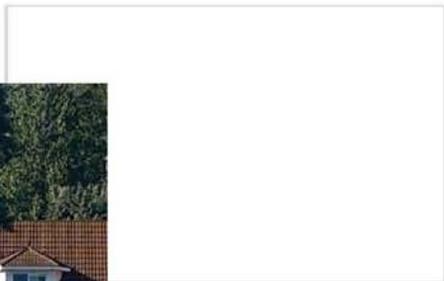
Upper Levels Greenway

Project Update & Phase 2 Engagement Summary

Presented July 18, 2022
Engineering, Parks and Environment



Project Update



UPPER LEVELS
greenway



Seeking Community Feedback

- 842 online survey responses
- 110 attendees visited 3 in-person engagement events

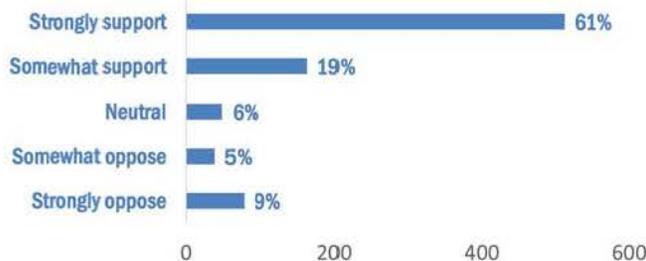


UPPER LEVELS
greenway



Support for the Project Vision

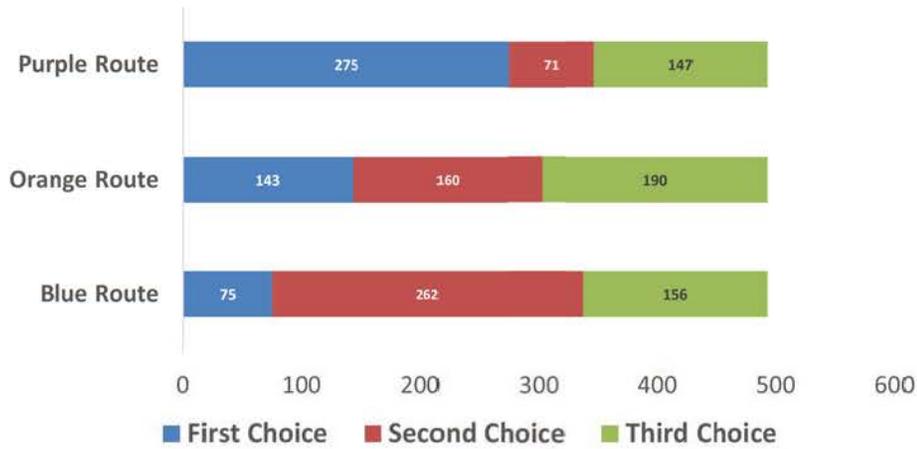
*“The Upper Levels Greenway will be an **active and healthy** mobility corridor that **celebrates connections to nature**; provides a **safe, comfortable and pleasant** experience for people of **all ages and abilities** to walk, roll and cycle; and **connects** to other greenways and routes.”*



UPPER LEVELS
greenway



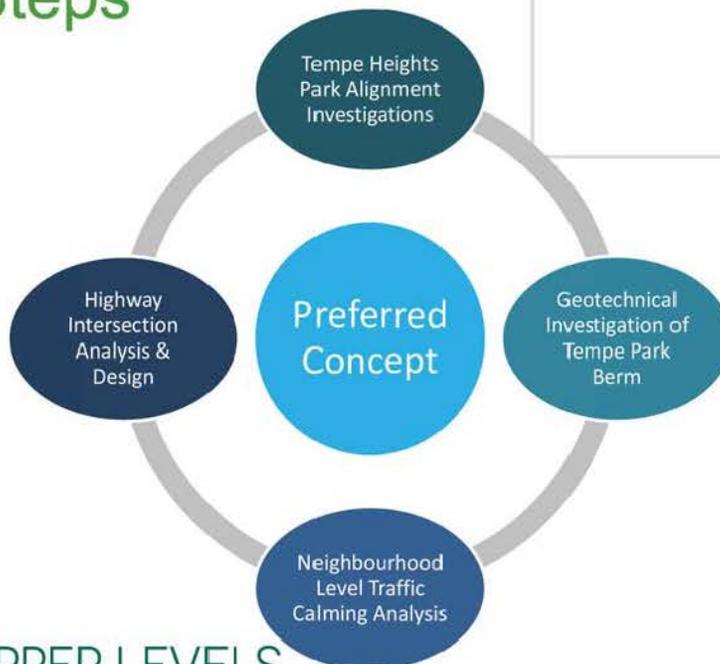
Emerging Preferred Route



UPPER LEVELS
greenway



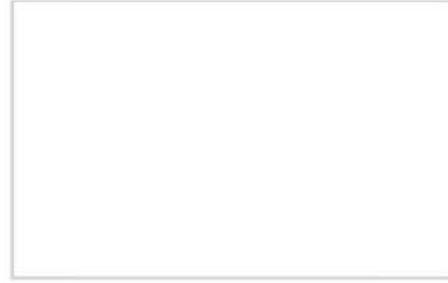
Concept Development Next Steps



UPPER LEVELS
greenway



Project Schedule



Council Check in on route and concept design



We are here



UPPER LEVELS
greenway



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Business Licensing of Short-Term Rentals

Economic Development
April 10, 2024



What is a Short-Term Rental (STR)?



THE RENTAL OF A RESIDENTIAL DWELLING UNIT
(either the entire dwelling or a room(s) within it)*

IN ANY HOUSING TYPE
e.g. houses, secondary suites, carriage houses, garden suites, cabins, apartments and condos

FOR A SHORT PERIOD OF TIME
e.g. less than a month

OFTEN WITHOUT ANY IN-PERSON INTERACTIONS

PRIMARILY UTILIZED BY VISITORS/TOURISTS

FACILITATED BY PLATFORMS
e.g. Airbnb

B.C. Short-Term Rental Accommodation Act

- Legislation introduced – October 2023
- Principal Residence Requirement; eligible dwellings (May 1, 2024 onwards)
- Increased fines, monitoring and compliance through Short Term Rentals (STR) Portal
- Provincial Registry and Compliance Unit



BC Ministry of Housing

Factors considered

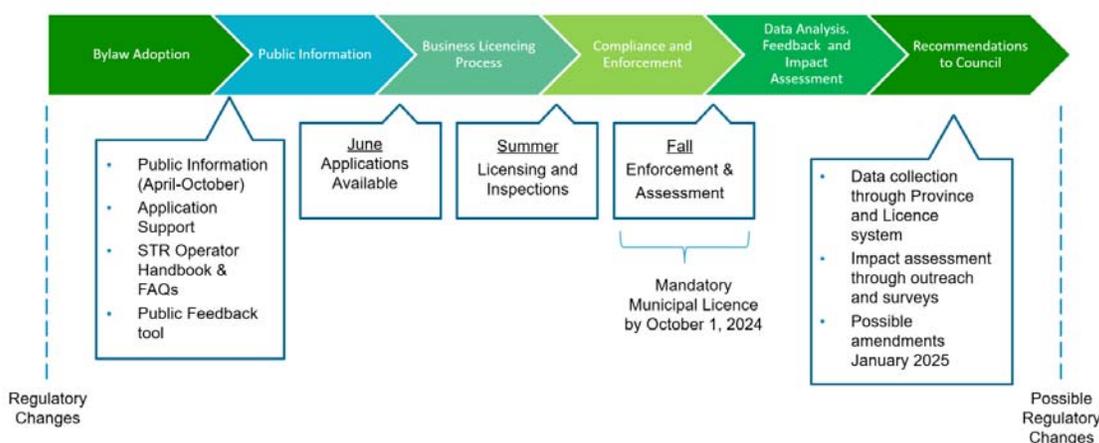
- OCP: diversity of housing stock; promotion of tourism and a strong local economy; affordable places to live
- Returning STRs to long term market
- Shortage of temporary accommodations, including hotel, or for work or medical purposes
- Visitor accommodation, tourism and businesses related to the visitor economy
- Neighbourhood impacts
- Impact on current operators of STRs
- City's other long term housing initiatives
- Lack of detailed data on STRs



Suggested Approach

- Amend Business Licence Bylaw to enable City regulation of STRs
- Align City regulations with Provincial STR legislation
- “Pilot”: adopt regulation, assess new data and adapt, as necessary
- Utilize Provincial STR Portal and Registry through partnership agreement
- Set fees to enable cost-recovery
- Redirect MRDT tax revenue to City’s Affordable Housing Reserve Fund
- Establish Operating Conditions to support safe and respectful operation
- Frequent and clear communication
- Implement active enforcement
- Use transition periods for implementation

Next Steps





Thank you



 Department Manager	 Director	 CAO
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The Corporation of **THE CITY OF NORTH VANCOUVER**
OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

COUNCIL REPORT

To: Mayor Linda Buchanan and Members of Council
From: Siobian Smith, Manager, Economic Development
Subject: BUSINESS LICENSING OF SHORT-TERM RENTALS
Date: April 10, 2024 File No: 13-6750-10-0001/1

The following is a suggested recommendation only. Refer to Council Minutes for adopted resolution.

RECOMMENDATION

PURSUANT to the report of the Manager, Economic Development, dated April 10, 2024, entitled "Business Licensing of Short-Term Rentals":

THAT "Business Licence Bylaw, 2018, No. 8640, Amendment Bylaw, 2024, No. 9023" is considered for First, Second, and Third Readings; and

THAT staff seek redirection of the portion of the Municipal and Regional District Tax collected on Short Term Rentals to the City's Affordable Housing Reserve Fund for the purpose of supporting affordable housing initiatives.

ATTACHMENTS

1. Bill 35 2023: Short-Term Rental Accommodations Act, S.B.C., c. 32 (CityDocs [2502577](#))
2. Business Licence Bylaw, 2018, No. 8640, Amendment Bylaw, 2024, No. 9023 (CityDocs [2491666](#))

PURPOSE

The purpose of this report is to introduce amendments to the Business Licence Bylaw (Attachment 2) to enable the City to regulate short-term rentals ("STRs") in alignment with the new Provincial legislation regulating STRs in the Province.

Provincial Context and Legislation

On October, 26, 2023, the Provincial government gave Royal Assent to the *Short-Term Rental Accommodations Act* (the “STR Act”) (Attachment 1). The STR Act is intended to increase the number of dwelling units available for long term rental by reducing the number of eligible dwelling units being used as short-term rentals. The information below was extracted from the Provincial website and Policy Guidance provided by the Provincial government.

The stated purposes of the STR Act are to:

- provide local governments with tools to enforce STR bylaws;
- enable the return of STR units to the long term housing market; and
- establish a new Provincial role in the regulation of STRs.

The STR Act applies to STRs being offered to the public including:

- offers hosted by a platform, where people reserve and pay for the rental service (which includes Airbnb, VRBO, Expedia, and FlipKey);
- offers on other web listing forums (such as Facebook Marketplace, Kijiji, and Craigslist); and
- STR listings in classified ads in newspapers.

The STR Act increases the maximum municipal ticketing information fine that a local government may set from \$1,000 to \$3,000 per infraction, per day. It does not increase the maximum amount of a bylaw notice which is a more common enforcement tool (maximum \$500).

Effective May 1, 2024, STR hosts will be required to display a valid municipal business licence number on their listing in areas where a business licence is required by the local government.

If a municipality has a business licence requirement for STRs and a listing does not have a valid municipal business licence, the short-term rental platform must remove the listing at the request of the local government. If there is no business licensing requirement, the local government would not have this ability.

In summer 2024, the Province expects that STR platforms will be required to share information about STR listings with the Province. Information will be shared with local governments in accordance with an information sharing agreement to help them enforce compliance. The Province will keep the STR information confidential and will not disclose it to the public.

As of May 1, 2024, the Province is implementing a provincial principal residence requirement which will limit STRs to be offered only in the host’s principal residence (principal residence plus one secondary suite or coach house on the property is allowed

by the Province). The primary purpose of this principal residence requirement is to reduce the number of entire dwellings being used exclusively for STR use.

As of May 1, 2024, protections for legal non-conforming use of property will no longer apply to STRs, which affects some municipalities but not the City of North Vancouver.

By late 2024 or early 2025, the Province will establish an STR registry. This will help ensure that STR hosts and platforms are following the rules and provide the Province and local governments with information needed to follow up on compliance.

The Province will establish a Provincial Compliance and Enforcement Unit to ensure the provincial rules are being followed. This unit will track compliance, issue orders, and administer penalties for violations of the Provincial rules.

The Province has advised that the Provincial regulations and responsibilities under the STR Act are expected to come into effect at different times over the next two years through a phased approach:

- May 1, 2024: principal residence requirement, changes to legal non-conforming use protections, and requirement to display valid business licences.
- Summer 2024: data sharing and enabling provincial support for local governments where platforms fail to remove listings without valid business licences.
- Late 2024: Provincial registry launch and requiring platforms to remove listings without valid provincial registry numbers.

The Provincial legislation is intended to act as a “floor”, and local governments can be more restrictive than the Provincial legislation.

City’s Policy Context and Current Regulations

The Official Community Plan (OCP) outlines the City’s stated goals for its longer term growth, but also identifies policies for consideration when implementing various initiatives and processes. The OCP also incorporates other policy documents such as the Housing Action Plan. Relative to this initiative, the OCP identifies a variety of goals:

- Ensure a diversity of housing stock is available in the City to provide citizens access to shelter across the housing continuum;
- Promote tourism and economically beneficial activities to support positive visitor experiences and build a strong local economy; and
- Works towards providing an affordable place to live with good access to jobs and transportation.

Overall, the policy framework in the OCP seeks to achieve a balanced approach between the economy, housing and creating an affordable place to live.

The City's bylaws do not currently include a provision expressly permitting STRs of entire dwelling units, however City bylaws do allow short term boarding and short term bed and breakfast uses.

Despite the lack of a specific regulatory framework, STRs have been operating in the City for several years. Staff are aware of approximately 500 STR units available on average over the last five years, which includes both entire dwelling units as well as a room/rooms within a dwelling unit. By way of context, these 500 STR units would comprise about 2% of total private dwellings available in the City, or about 4% of rental units according to the 2021 Census by StatsCan.

DISCUSSION

Reviewing the policies of the OCP and other factors, staff considered the following when developing the recommended approach in this report and the related bylaw:

- the significant shortage of affordable housing in the City (including long-term rentals);
- the need to return STRs (in particular entire homes being used for STRs) to the long-term housing market, and the discouragement of new STRs;
- the shortage of temporary accommodations in the City, including hotel accommodation, and short-term stays required for temporary workers and families and friends of patients at Lions Gate Hospital;
- the impact of the new Provincial legislation on the operators of STRs, including owners who may have purchased their current property expecting to generate an STR rental stream to finance their home, or purchasers who due to recent affordability challenges may be renting out part of their home to supplement their income;
- the potential impact of the new Provincial legislation on visitor accommodation and tourism in the City, including the businesses which directly and indirectly benefit from the visitor economy;
- the impacts that STRs can have on nearby residents including increased noise, reduced parking, local traffic congestion; and general nuisance;
- the City's other efforts to encourage and enable the development of new long term housing in the City; and
- the lack of detailed data regarding STRs in the City (including the number, type, number of visitors, frequency, etc).

Staff have also considered the approaches taken by other municipalities. Many municipalities began regulating STRs several years ago, resulting in programs that are more restrictive than the new Provincial legislation, including in Vancouver, Burnaby and Kelowna. Other local governments are currently reviewing their approach to the new Provincial legislation.

In view of the above factors, staff recommend that the City take a pilot approach that also aligns with the objectives and regulations of the Provincial legislation. This will

enable the City to regulate STRs and allow the collection of important detailed information on STRs during 2024. Staff will then assess that data and consider potential adjustments to the City's approach for 2025 and beyond.

In addition to incorporating the requirements of the Provincial legislation, staff recommend additional amendments to the Business Licence Bylaw to deter new market entrants, reduce potential neighbourhood impacts and preserve suitable accommodation for long term residential use. These restrictions include:

- Limiting one Business Licence per dwelling unit;
- Limiting STR operators to one Business Licence, except in the case of Accessory Dwelling Unit use, where the property owner may hold a maximum of two Licences – one for the principal dwelling and one for the Accessory Dwelling Unit;
- Clarifying the principal residence requirement to be the location a person resides for at least 183 days per year;
- Requirement for strata approval for STR of a strata unit; and
- Additional Fire / Life Safety requirements.

Through this updated licensing process, compliance with regulatory requirements will be supported through application documentation and Business Licence inspections, including proof of principal residency, owner and strata permissions, and fire/ life safety standards. The information gathered through licensing will then be utilized by staff to assess community and economic impacts. Staff will monitor the data collected through the application process on a regular basis and report back to Council with data analysis and an impact assessment around the end of 2024 to consider any potential amendments.

Staff will roll out a licensing intake process that allows for a transition period for operators, a date for full compliance with City licensing requirements, and a broad public information approach, outlined below. The Business Services team will work closely with the Bylaws team to ensure a coordinated approach to compliance and enforcement that leverages available Provincial tools and resources.

Public Information and Communications

A significant and central element of this initiative is frequent and clear communication with those who stand to be most impacted. This means providing STR operators and other stakeholders with time to learn about the changes, an opportunity to provide the City with feedback, and to ultimately adapt their current practices before enforcement of the bylaws would begin.

Staff will develop a phased public education strategy as generally outlined below:

- April/ May: Use our existing digital and in-person engagement platforms to share the changes to policy and regulatory tools in order to raise awareness of the upcoming changes and timelines for compliance.
- May/ June: Launch an educational campaign including tools such as:
 - an operator's handbook;
 - Frequently Asked Questions and low barrier information;
 - information question and answer sessions (webinar); and
 - an opportunity to subscribe to a listserv for regular updates on changes to the relevant regulatory and licensing changes.
- June to October: Roll-out the approach for licensing and enforcement with clear timelines for adoption and enforcement.
- November to December: Engagement with public and STR licence holders and collection of general feedback.
- January 2025: Assess the latest provincial information and public feedback, analyze data, and develop potential changes for Council consideration, and use existing platforms and direct outreach to STR licence holders to communicate such changes.

FINANCIAL IMPLICATIONS

Fees for the licensing process have been calculated on a cost recovery basis to account for intake, processing, review, inspections, and compliance resources. A phased approach will allow for the volume of applications to be assessed in the spring/summer period with commensurate inspections and Bylaws staff to be assigned as needed for the fall. An accounting of resource implications will be done following the initial intake of applications, and also as part of the impact assessment to be brought to Council in early 2025. That accounting of resource implications will inform whether additional resources may need to be requested for this initiative.

This report also recommends that staff seek redirection of the STR portion of the Municipal and Regional District Tax (MRDT) to the City's Affordable Housing Reserve Fund to support affordable housing initiatives, with the remaining MRDT being allocated to Vancouver's North Shore Tourism Association (VNSTA). All visitor accommodations, including hotels and STRs in the City, are taxed at 3 percent of sales through the MRDT. Since 2011, all MRDT tax has been paid directly to VNSTA to support tourism-focused efforts. In October 2018, STR platforms were also required to collect and remit MRDT revenues on the STR portion of the MRDT. Since 2018, the Province has allowed MRDT revenue from STR platforms to be used to support local affordable housing initiatives. To reallocate MRDT revenue to affordable housing initiatives, staff will be required to submit a formal application to the Province before November 2024.

INTER-DEPARTMENTAL IMPLICATIONS

The Economic Development and Business Services team will lead the Business Licensing process in collaboration with Legal and Bylaws staff. Staff in the Planning and Development Department will continue to provide support in relation to land use requirements and Building considerations, along with housing policy considerations that arise during the planning and implementation of the new licensing process. The Communications team will provide support to develop public facing materials and a robust communications plan.

STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS

The recommendation to regulate STRs in alignment with the Provincial legislation as outlined in this report will enable the City to deliver on housing, tourism and economic development objectives outlined in the OCP and Council's Strategic Plan 2022-2026, to enable "A City for People" and "A Prosperous City".

RESPECTFULLY SUBMITTED:



Siobian Smith
Manager, Economic Development

Government Bill

Fourth Session, Forty-second Parliament
2 Charles III, 2023
Legislative Assembly of British Columbia

BILL 35

**SHORT-TERM RENTAL
ACCOMMODATIONS ACT**

Honourable Ravi Kahlon
Minister of Housing

Explanatory Note

This Bill does the following:

- requires the registration of online short-term rental platform service providers and of offers for short-term rental accommodation services;
- requires that, subject to any applicable exceptions or exemptions, short-term rental accommodation services may only be provided in a host's principal residence or, in some circumstances, one secondary suite or other accessory dwelling unit;
- provides for how certain local governments, persons or entities may request changes to the exempt land where the principal residence requirement does not apply;
- provides for the appointment, powers and duties of a registrar;
- provides for the appointment, powers and duties of a director, including the authority to undertake investigations, make compliance orders and impose administrative penalties;
- provides for injunctions that may be granted by the Supreme Court to prevent contraventions;
- provides for the sharing of information and for information-sharing agreements;
- enables the minister to enter into coordination agreements with the Nisga'a Nation or treaty first nations relating to the regulation of short-term rental accommodation by the Nisga'a Nation or treaty first nations;
- enables the coordination of regulation of short-term rental accommodations by local governments, including for the purposes of enforcement of local government bylaws relating to business licence requirements, and provides for other matters relating to the authority of local governments and other authority for making regulations.

BILL 35 – 2023

**SHORT-TERM RENTAL
ACCOMMODATIONS ACT**

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- 6 Short-term rental offers must be registered
- 7 Platform service providers must be registered
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- 9 Terms and conditions of registration
- 10 Refusal, cancellation or suspension of registration
- 11 Review of decision of registrar
- 12 No misrepresentation

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HIS MAJESTY, by and with the advice and consent of the Legislative Assembly of the Province of British Columbia, enacts as follows:

PART 1 – INTERPRETATION AND APPLICATION

Definitions

1 In this Act:

“**accessory dwelling unit**” means a building, or part of a building, that

- (a) is a self-contained residential accommodation unit,
- (b) has cooking, sleeping and bathroom facilities, and
- (c) is secondary to a primary dwelling unit located on the same property;

“**applicant**” means

- (a) a supplier host who applies for the registration of a short-term rental offer under section 6 [*short-term rental offers must be registered*], or
- (b) a platform service provider that applies for registration under section 7 [*platform service providers must be registered*];

- “business licence number”** means the number associated with a business licence;
- “business licence requirement”** means a requirement in an applicable short-term rental bylaw that a person have a business licence;
- “coordination agreement”** means an agreement described in section 4 (2) [*application of Act to participating First Nations*];
- “dwelling unit”** means a building, or a part of a building, that
- (a) is a self-contained residential accommodation unit, and
 - (b) usually has cooking, eating, living, sleeping and bathroom facilities;
- “exempt land”** means prescribed land where the principal residence requirement does not apply;
- “First Nation law”** means a law of a participating First Nation in relation to one or both of the following:
- (a) short-term rental accommodation services or similar services;
 - (b) platform services;
- “participating First Nation”** means the Nisga’a Nation or a treaty first nation, if the Nisga’a Nation or the treaty first nation has entered into a coordination agreement under section 4 [*application of Act to participating First Nations*];
- “platform”** means an online marketplace on which platform services are provided;
- “platform offer”** means a short-term rental offer made on a platform that uses the services of a platform service provider;
- “platform representative”** means a person responsible for representing a platform service provider in British Columbia;
- “platform service”** means the facilitation, provided by a platform service provider on a platform, of promotion and of transactions for reservations and payments in relation to short-term rental accommodation services located in British Columbia;
- “platform service provider”** means a person operating a platform and providing platform services;
- “platform service provider information”** means
- (a) the name, telephone number, address, email address and, if applicable, fax number of the platform service provider and the platform representative, and
 - (b) any prescribed information;
- “principal residence”** means the residence in which an individual resides for a longer period of time in a calendar year than any other place;

“principal residence requirement” means the requirement imposed under section 14 (1) [*principal residence requirement*];

“property host” means a person

- (a) who is legally entitled to possession of a property where short-term rental accommodation services are provided, and
- (b) who has responsibility for arranging for the short-term rental offer;

“registrant” means,

- (a) in relation to a short-term rental offer that is registered under Part 2 [*Registration*], the supplier host who is responsible for the short-term rental offer, or
- (b) a platform service provider that is registered under Part 2;

“registrar” means the registrar appointed under section 5 (1) [*appointment of registrar, delegation and authentication*];

“registration number” means the number assigned to a short-term rental offer or platform service provider by the registrar at the time of registration;

“registration requirement” means,

- (a) in the case of a short-term rental offer, the requirement to register that is imposed under section 6 (1) [*short-term rental offers must be registered*], and
- (b) in the case of a platform service provider, the requirement to register that is imposed under section 7 (1) [*platform service providers must be registered*];

“related bylaw” means a local government bylaw made under the *Community Charter*, the *Local Government Act* or the *Vancouver Charter*, other than a short-term rental bylaw, that restricts or otherwise impacts short-term rental accommodation services or similar services;

“residence” means any of the following:

- (a) a dwelling unit;
- (b) a secondary suite or other accessory dwelling unit;
- (c) a prescribed dwelling;

“responsible official” means a person appointed or delegated to carry out a power or duty for the purposes of a review under either of the following:

- (a) section 11 [*review of decision of registrar*];
- (b) section 29 [*review of administrative penalty*];

“secondary suite” means an accessory dwelling unit that is located in and forms part of a primary dwelling unit;

“short-term rental accommodation service” means the service of accommodation in the property of a property host, in exchange for a fee, that is provided to members of the public for a period of time of less than 90 consecutive days or another prescribed period, if any, but does not include a prescribed accommodation service;

“short-term rental bylaw” means a local government bylaw made under the *Community Charter*, the *Local Government Act* or the *Vancouver Charter* in relation to one or both of the following:

- (a) short-term rental accommodation services or similar services;
- (b) platform services;

“short-term rental information”, in relation to a short-term rental offer, means

- (a) the name of the property host and the address of the relevant property where the short-term rental accommodation services are to be provided,
- (b) the name, telephone number, address, email address and, if applicable, fax number of each supplier host, including the property host,
- (c) if applicable, the registration number,
- (d) if required under an applicable short-term rental bylaw, the applicable business licence number, and
- (e) any prescribed information, including in relation to an owner of the relevant property;

“short-term rental offer”, in respect of a property of a property host, means an offer by a supplier host to provide short-term rental accommodation services at the property;

“similar services” means prescribed services in relation to short-term accommodation;

“supplier host”, in respect of a short-term rental offer, means

- (a) the property host, and
- (b) the following persons, if applicable:
 - (i) a person who, acting on behalf of, under the direction of or as agent of the property host, has responsibility for arranging for the short-term rental offer, which may include managing the short-term rental accommodation services;
 - (ii) a prescribed person.

Interpretation

- 2 For the purposes of this Act, a short-term rental bylaw, related bylaw or First Nation law is a short-term rental bylaw, related bylaw or First Nation law, as applicable, even if the short-term rental bylaw, related bylaw or First Nation law relates to a period of accommodation that differs from the period of time described in the definition of “short-term rental accommodation service”.

What this Act does not apply to

- 3 This Act does not apply to hotels, motels and any other accommodation service providers that may be prescribed for the purposes of this section.

Application of Act to participating First Nations

- 4 (1) This Act does not apply within the Nisga'a Lands or the treaty lands of a treaty first nation unless the Nisga'a Nation or the treaty first nation has entered into a coordination agreement under this section.
- (2) The minister may, on behalf of the government, enter into a coordination agreement with the Nisga'a Nation or a treaty first nation if the Nisga'a Nation or the treaty first nation
- (a) wishes that this Act or the regulations, or a part of this Act or the regulations, apply within the Nisga'a Lands or the treaty lands of the treaty first nation, and
- (b) wishes, in order to enforce a First Nation law as a participating First Nation, to coordinate with the minister in respect of the performance of duties, or exercise of powers, under this Act.
- (3) The minister may not delegate to any person any of the minister's powers to enter into a coordination agreement under this section.

PART 2 – REGISTRATION

Appointment of registrar, delegation and authentication

- 5 (1) The minister may appoint a registrar under the *Public Service Act*.
- (2) Employees may be appointed under the *Public Service Act*, and the registrar may retain other persons, whom the registrar considers necessary to exercise the registrar's powers and perform the registrar's duties under this Act.
- (3) The registrar may delegate to a person or class of persons any of the registrar's powers or duties under this Act.
- (4) The delegation by the registrar must be in writing and may include any terms or conditions the registrar considers advisable.
- (5) The registrar may require that, at the time an individual attempts to access services or functions of the registrar, the individual be authenticated in the prescribed manner.

Short-term rental offers must be registered

- 6 (1) Subject to the regulations, a short-term rental offer must be registered under this Part by the supplier host who is responsible for the short-term rental offer.

- (2) Subject to the regulations, an application for registration or renewal of registration in respect of a short-term rental offer must
 - (a) include the short-term rental information,
 - (b) be made in the form and manner required by the registrar, and
 - (c) be accompanied by the prescribed fee, if any.
- (3) If the principal residence requirement applies to a short-term rental offer, the application for registration or renewal of registration in respect of the short-term rental offer must include a declaration described in section 14 (2) [*principal residence requirement*].
- (4) A supplier host who applies for registration or renewal of registration of a short-term rental offer must meet all the terms, conditions and requirements imposed on the supplier host under this Act.

Platform service providers must be registered

- 7 (1) Subject to the regulations, a platform service provider must be registered under this Part.
- (2) Subject to the regulations, an application by a platform service provider for registration or renewal of registration must
 - (a) include the platform service provider information,
 - (b) be made in the form and manner required by the registrar, and
 - (c) be accompanied by the prescribed fee, if any.
- (3) A platform service provider that applies for registration or renewal of registration must meet all the terms, conditions and requirements imposed on the platform service provider under this Act.

Registration

- 8 Subject to the regulations, the registrar may, on application under section 6 or 7, grant registration or renewal of registration for a period of time not exceeding one year or any other period of time that may be prescribed.

Terms and conditions of registration

- 9 (1) The following terms and conditions are required for every registration:
 - (a) a registrant must report to the registrar, within a prescribed period of time, a change in any prescribed information;
 - (b) a registrant must comply
 - (i) with this Act and the regulations, and
 - (ii) with the terms and conditions of the registrant's registration;
 - (c) any other prescribed terms and conditions.

- (2) The registrar may
 - (a) impose on a registration any terms and conditions, other than the terms and conditions described in subsection (1), that the registrar considers appropriate, and
 - (b) amend or remove a term or condition of a registration that the registrar has imposed under paragraph (a).
- (3) The registrar must provide written reasons for a decision under subsection (2) to the applicant or registrant.

Refusal, cancellation or suspension of registration

- 10**
- (1) The registrar may, subject to the regulations, refuse to grant registration or renewal of registration if any of the following apply:
 - (a) the applicant or registrant fails in any way to comply with, or does not meet the requirements of, section 6 [*short-term rental offers must be registered*] or 7 [*platform service providers must be registered*], as applicable;
 - (b) the application is for renewal of registration and the registrar is satisfied that the registrant
 - (i) has failed to comply with a compliance order under this Act,
 - (ii) has failed to pay an administrative penalty under this Act, or
 - (iii) has otherwise contravened
 - (A) a provision of this Act or the regulations, or
 - (B) a term or condition of the registration.
 - (2) If the registrar is satisfied that, in respect of a registrant, a circumstance referred to in subsection (1) applies, the registrar may, subject to the regulations, decide to
 - (a) cancel the registration, or
 - (b) suspend the registration
 - (i) for a period of time, or
 - (ii) subject to conditions the registrar considers necessary.
 - (3) Subject to the regulations, in a decision under subsection (2), the registrar may provide that the cancellation or suspension of the registration has effect on
 - (a) a future date, or
 - (b) the happening of a future event.
 - (4) The registrar must provide written reasons for a decision under this section to the applicant or registrant.

Review of decision of registrar

- 11 (1) A person may, in accordance with the regulations, apply for a review of a decision of the registrar about the person's registration or renewal of registration.
- (2) Following the review, a responsible official may confirm, vary or set aside the decision under review.

No misrepresentation

- 12 A person must not purport to be a registrant unless the person is a registrant.

PART 3 – SPECIFIC REQUIREMENTS AND RELATED MATTERS

Division 1 – Short-Term Rental Offer Requirements

Short-term rental offer requirements

- 13 A short-term rental offer must include the following information:
- (a) if a business licence requirement applies, the valid business licence number;
 - (b) the valid registration number;
 - (c) any prescribed information.

Division 2 – Principal Residence Requirement

Principal residence requirement

- 14 (1) Subject to the regulations, if short-term rental accommodation services are provided outside the exempt land in respect of a short-term rental offer, the short-term rental accommodation services must not be provided except in one or both of the following:
- (a) in the property host's principal residence;
 - (b) in not more than one secondary suite or other accessory dwelling unit that is in a prescribed location in relation to the property host's principal residence.
- (2) If the principal residence requirement applies, the application for registration or renewal of registration for a short-term rental offer under Part 2 [*Registration*] must include, in relation to the property host's principal residence, a declaration that
- (a) is made in the form and manner required by the registrar, and
 - (b) includes any prescribed information or documents.

Requests for changes to exempt land

- 15** (1) Subject to the regulations, a local government that meets the applicable prescribed criteria may, by resolution, request that the Lieutenant Governor in Council change the exempt land to remove or add the geographic area of the local government if the local government wishes, as applicable,
- (a) that the principal residence requirement apply to the geographic area and that the geographic area be removed from the exempt land, or
 - (b) that the principal residence requirement not apply to the geographic area and that the geographic area be added to the exempt land.
- (2) The local government must convey a resolution adopted under subsection (1) to the minister, on behalf of the Lieutenant Governor in Council, on or before the prescribed date in respect of a prescribed period of time.
- (3) The Lieutenant Governor in Council may, by regulation,
- (a) prescribe criteria for the purposes of subsection (1),
 - (b) prescribe dates and periods of time for the purposes of subsection (2),
 - (c) establish procedures for a local government that meets any prescribed criteria to request a change to the exempt land,
 - (d) establish procedures for a prescribed person or entity to request a change to the exempt land,
 - (e) provide for the factors that the Lieutenant Governor in Council is to consider before making a regulation under paragraph (f) of this subsection, and
 - (f) change the exempt land.
- (4) This section does not limit the authority to make regulations under section 38 [*regulations of the Lieutenant Governor in Council*].

Relationship between principal residence requirement and certain short-term rental bylaws made under *Vancouver Charter*

- 16** (1) A provision of a short-term rental bylaw made under the *Vancouver Charter* has no effect if it is inconsistent with the principal residence requirement under this Act.
- (2) For the purposes of subsection (1), unless otherwise provided, a short-term rental bylaw made under the *Vancouver Charter* is not inconsistent with the principal residence requirement under this Act if a person who complies with the short-term rental bylaw does not, by this, contravene the principal residence requirement.

Division 3 – Requirements Respecting Platform Service Providers and Platform Offers

Platform service provider requirements

- 17** (1) Subject to the regulations, a platform service provider must do the following:
- (a) have a platform representative;
 - (b) in respect of each platform offer,
 - (i) enable the posting on the platform of the following:
 - (A) a business licence number;
 - (B) the registration number;
 - (C) any prescribed information, and
 - (ii) confirm the validity of the registration number posted in respect of the platform offer by the supplier host on the platform;
 - (c) record, maintain and disclose to the minister records of the following:
 - (i) any short-term rental information provided to the platform service provider;
 - (ii) any other prescribed information.
- (2) Subject to the regulations, a platform service provider must not provide platform services in respect of a platform offer in the following circumstances:
- (a) the platform offer is not posted with a valid registration number;
 - (b) the platform service provider has not disclosed records in respect of the platform offer to the minister in accordance with subsection (1) (c).

Procedures for local governments

- 18** (1) In this section, “**relevant local government**” means a local government that imposes a business licence requirement.
- (2) If a relevant local government determines that a platform offer is not in compliance with an applicable business licence requirement, the relevant local government may deliver a notice about the failure to comply, in accordance with the regulations, to the following:
- (a) the platform representative;
 - (b) the supplier host.
- (3) Subject to the regulations, within a prescribed period of time after the delivery of the notice under subsection (2),
- (a) a relevant local government may request that a platform service provider, within a prescribed period of time, cease providing platform services in respect of one or more of the supplier host’s platform offers that do not comply with the business licence requirement, and

- (b) the platform service provider must comply with the request of the relevant local government.
- (4) A request under subsection (3) (a) must include any prescribed information.

PART 4 – COMPLIANCE AND ENFORCEMENT

Division 1 – Director

Appointment of director and delegation

- 19**
- (1) The minister may appoint a director under the *Public Service Act*.
 - (2) Employees may be appointed under the *Public Service Act*, and the director may retain other persons, whom the director considers necessary to exercise the director’s powers and perform the director’s duties under this Act.
 - (3) The director may delegate to a person or a class of persons any of the director’s powers or duties under this Act.
 - (4) The delegation by the director must be in writing and may include any terms or conditions the director considers advisable.
 - (5) The director may not assign or delegate to the same person both the conduct of an investigation under section 22 [*investigation*] into a matter and the power, in relation to that matter,
 - (a) to impose an administrative penalty under section 26 [*administrative penalties*], or
 - (b) to review an administrative penalty under section 29 [*review of administrative penalty*].

Correction or clarification of orders

- 20**
- (1) The director may, in respect of an order made by the director under this Part,
 - (a) correct typographic, grammatical, arithmetic or other similar errors,
 - (b) clarify the order, and
 - (c) amend an obvious error or inadvertent omission in the order.
 - (2) The director may take the steps described in subsection (1)
 - (a) on the director’s own initiative, or
 - (b) at the request of the person subject to the order in relation to a clarification, error or omission described in subsection (1) (b) or (c).
 - (3) A request by a person under subsection (2) (b) must be made within 15 days after the date the order is received.

Orders final and binding

- 21** Except as otherwise provided in this Part, each of the following orders is final and binding on the person subject to the order:
- (a) a compliance order under Division 3 of this Part;
 - (b) an order imposing an administrative penalty under Division 4 of this Part.

Division 2 – Ensuring Compliance

Investigation

- 22** The director may conduct investigations to ensure compliance with this Act and the regulations.

Production of records

- 23**
- (1) The director may require a person to provide to the director, within a reasonable time, all records in the person’s possession or control related in any way to an investigation.
 - (2) A person required under subsection (1) to provide records must comply with the requirement.

Division 3 – Compliance Orders

Compliance orders

- 24**
- (1) If satisfied that a person is contravening or has contravened a provision of this Act or the regulations, the director may order the person to comply with this Act and the regulations.
 - (2) A compliance order under this section must
 - (a) name the person in respect of which the order is issued,
 - (b) describe the act, omission or practice by which the person is contravening or has contravened a provision of this Act or the regulations,
 - (c) identify the provision of this Act or the regulations that is being contravened or has been contravened, and
 - (d) be dated and signed by the director.
 - (3) In a compliance order under this section, the director may order that a person take specified action within a specified period of time to remedy an act, omission or practice by which the person is contravening or has contravened a provision of this Act or the regulations.

- (4) A compliance order under this section may include an order, in respect of a supplier host and one or more of the supplier host's platform offers, that a platform service provider cease providing platform services in respect of the platform offers.
- (5) The director must serve a copy of a compliance order under this section on the person named in the order.

Filing compliance orders in Supreme Court

- 25**
- (1) The director may file a compliance order with the Supreme Court.
 - (2) A compliance order filed under subsection (1) is deemed for all purposes to be an order of the Supreme Court and enforceable as an order of the court.

Division 4 – Administrative Penalties

Administrative penalties

- 26**
- (1) Subject to the regulations, the director may order a person to pay an administrative penalty if the director has determined that the person has
 - (a) contravened a provision of this Act or the regulations,
 - (b) failed to comply with an order of the director, or a demand issued by the director for production of records, or
 - (c) failed to comply by giving false or misleading information in an investigation.
 - (2) Before the director imposes an administrative penalty on a person, the director must give the person an opportunity to be heard.
 - (3) An administrative penalty imposed under this section must be paid within the prescribed period of time.
 - (4) If a corporation contravenes this Act or the regulations or fails to comply as described under subsection (1), an employee, officer, director or agent of the corporation who authorized, permitted or acquiesced in the contravention or failure is also liable under this section even though the corporation is liable for or pays an administrative penalty under this section.

Amount of administrative penalty

- 27**
- (1) An administrative penalty imposed under section 26
 - (a) may be prescribed in respect of specific contraventions or failures, and
 - (b) may not, subject to the regulations, exceed the prescribed maximum amount.
 - (2) If a contravention or failure described in section 26 (1) occurs over more than one day or continues for more than one day, separate administrative penalties, each not exceeding the maximum under subsection (1) of this section, may be imposed for each day that the contravention or failure continues.

Notice of administrative penalty

- 28** If the director imposes an administrative penalty on a person, the director must deliver to the person a notice specifying each of the following:
- (a) the contravention or failure to which the administrative penalty relates;
 - (b) the amount of the administrative penalty;
 - (c) the date by which the administrative penalty must be paid in accordance with the period of time prescribed for the purposes of section 26 (3);
 - (d) the person's right to have the order imposing the administrative penalty reviewed.

Review of administrative penalty

- 29**
- (1) A person who receives a notice under section 28 may, in accordance with the regulations, apply for a review of the matters set out in the notice.
 - (2) A review may only be based on one or more of the following grounds:
 - (a) subject to subsection (3), new evidence;
 - (b) any prescribed ground.
 - (3) A responsible official may, in a review of an administrative penalty, consider new evidence only if the responsible official is satisfied that the new evidence
 - (a) is substantial and material to the review, and
 - (b) did not exist when the administrative penalty was ordered or did exist at that time but was not discovered and could not, through the exercise of reasonable diligence, have been discovered.
 - (4) Following the review, the responsible official may confirm, vary or set aside the original order.

Recovery of administrative penalties

- 30**
- (1) An administrative penalty imposed under this Division is a debt due to the government.
 - (2) The director may file a certificate in a court that has jurisdiction and, on filing, the certificate has the same force and effect, and all proceedings may be taken on it, as if it were a judgment of the court with which it is filed if
 - (a) a person fails to pay an administrative penalty in accordance with this Act and the regulations, and
 - (b) the time limit for payment under this Act has expired.

- (3) A certificate under subsection (2) must be in the form approved by the director, be signed by the director and set out
 - (a) the name of the person who is liable for the administrative penalty,
 - (b) the contravention or failure in relation to which the administrative penalty is imposed, and
 - (c) the amount of the administrative penalty.

Division 5 – Injunctions

Injunctions

- 31**
- (1) On application by the director, the Supreme Court may grant an injunction doing one or more of the following:
 - (a) restraining a person from contravening a provision of this Act or the regulations, if the court is satisfied that there are reasonable grounds to believe that the person has contravened or is likely to contravene a provision of this Act or the regulations;
 - (b) requiring a person to comply with this Act or the regulations, if the court is satisfied that there are reasonable grounds to believe that the person has not complied or is likely not to comply with this Act or the regulations.
 - (2) A contravention of this Act or the regulations may be restrained under subsection (1) whether or not a penalty or other remedy is provided by this Act.
 - (3) At any time before the court disposes of the injunction proceeding, the court may grant an interim injunction.
 - (4) With respect to considering an interim injunction under subsection (3),
 - (a) the court must give greater weight, importance and the balance of convenience to the enforcement of this Act than to the continued provision of short-term rental accommodation services or platform services, as applicable,
 - (b) the director must not be required to post a bond or give an undertaking as to damages, and
 - (c) the director need not establish that irreparable harm will be done if the interim injunction is not issued.

PART 5 – GENERAL PROVISIONS

Delivery and service

- 32** (1) If this Act or the regulations require or authorize an order, notice, decision or other document to be delivered or served, it may be delivered or served in the following manner:
- (a) by any manner prescribed by regulation;
 - (b) by any other method specified by the court under subsection (3).
- (2) If an order, notice, decision or other document is delivered or served by a manner prescribed under subsection (1) (a), the document is deemed to have been delivered or served as provided for by regulation.
- (3) On application by any person, the Supreme Court, for the purposes of this Act, may
- (a) give directions on how to deliver to or serve a document on a person, or
 - (b) by order, dispense with service of a document if the court is satisfied that the person already has actual notice of the contents of the document and is avoiding service.
- (4) If the court makes an order under subsection (3) (b) to dispense with service of a document, the document takes effect without being served.

Collection, use and disclosure of personal information

- 33** (1) The minister may, directly or indirectly, collect and use personal information under this Act for the administration or enforcement of this Act.
- (2) The minister may disclose personal information collected under subsection (1) as follows:
- (a) in accordance with section 33 [*disclosure of personal information*] of the *Freedom of Information and Protection of Privacy Act*;
 - (b) for one or more of the following purposes:
 - (i) the administration or enforcement of this Act, the *Home Owner Grant Act* or the *Land Tax Deferral Act*;
 - (ii) the administration or enforcement of an Act of the Parliament of Canada that provides for the imposition and collection of a tax or duty;
 - (iii) the administration or enforcement of an enactment of British Columbia that provides for the imposition and collection of a tax or duty;
 - (iv) to support the enforcement by local governments of short-term rental bylaws and related bylaws;
 - (v) to support the enforcement by participating First Nations of First Nation laws;

- (vi) to support the enforcement by a prescribed person or entity of enactments that restrict or otherwise impact short-term rental accommodation services or similar services;
- (vii) to monitor and research housing assistance programs and other housing programs.

Sharing of information

- 34**
- (1) Subject to subsection (2), the minister may enter into a written agreement to share information, including personal information, with any person or group of persons for a purpose specified in section 33.
 - (2) An agreement under subsection (1) requires the prior approval of the Lieutenant Governor in Council unless the agreement is with any of the following:
 - (a) a ministry of the government of British Columbia or an agency or corporation of that ministry;
 - (b) the government of Canada, the government of a jurisdiction within Canada, or an agency or corporation of any of those governments;
 - (c) a local government;
 - (d) a participating First Nation;
 - (e) a person or entity that is prescribed for the purposes of section 33 (2) (b) (vi).
 - (3) A local government may, in accordance with an agreement under subsection (1) and any regulations made under subsection (6), collect, use and disclose personal information under this Act
 - (a) for the enforcement of short-term rental bylaws and related bylaws, or
 - (b) for a prescribed purpose.
 - (4) A participating First Nation may, in accordance with an agreement under subsection (1) and any regulations made under subsection (6), collect, use and disclose personal information under this Act
 - (a) for the enforcement of a First Nation law of the participating First Nation, or
 - (b) for a prescribed purpose.
 - (5) A prescribed person or entity may, in accordance with an agreement under subsection (1) and any regulations made under subsection (6), collect, use and disclose personal information under this Act
 - (a) for the enforcement by the prescribed person or entity of enactments that restrict or otherwise impact short-term rental accommodation services or similar services, or
 - (b) for a prescribed purpose.

- (6) The Lieutenant Governor in Council may make regulations relating to the following:
- (a) an agreement under subsection (1);
 - (b) information sharing among the minister, local governments, participating First Nations and prescribed persons or entities.

**Non-application of Part 2 of
Freedom of Information and Protection of Privacy Act**

- 35** (1) In this section, “**public body**” has the same meaning as in Schedule 1 of the *Freedom of Information and Protection of Privacy Act*.
- (2) Part 2 [*Freedom of Information*] of the *Freedom of Information and Protection of Privacy Act* does not apply to the information specified in subsection (3) of this section.
- (3) Subject to subsection (4) of this section, a public body must not disclose any of the following information collected under this Act:
- (a) information provided by supplier hosts and platform service providers for the purpose of registration under Part 2 [*Registration*] of this Act;
 - (b) information disclosed to the minister by platform service providers under section 17 (1) (c) [*platform service provider requirements*] of this Act;
 - (c) any other information that may be prescribed for the purposes of this section.
- (4) Subsection (3) of this section does not apply to the disclosure of information by a public body in accordance with section 33 (2) or 34 of this Act.

Authority to continue use does not apply

- 36** (1) In this section:
- “**land use regulation bylaw**” has the same meaning as in section 455 [*definitions in relation to Part 14*] of the *Local Government Act*;
- “**zoning bylaw**” has the same meaning as zoning by-law in section 559 [*interpretation*] of the *Vancouver Charter*.
- (2) If a land use regulation bylaw relates to the use of land, or a building or other structure, for short-term rental accommodation services or similar services, despite section 528 [*non-conforming uses: authority to continue use*] of the *Local Government Act*, the non-conforming lawful use is not authorized to continue under that section in relation to the use of the land, building or other structure for short-term rental accommodation services or similar services.

- (3) If a zoning bylaw relates to the use of premises for short-term rental accommodation services or similar services, despite section 568 [*non-conforming use*] of the *Vancouver Charter*, the non-conforming lawful use is not authorized to continue under that section in relation to the use of premises for short-term rental accommodation services or similar services.
- (4) For the purposes of this section, a reference to “non-conforming” is,
 - (a) in respect of subsection (2) of this section, within the meaning of the *Local Government Act*, and
 - (b) in respect of subsection (3) of this section, as defined in section 559 of the *Vancouver Charter*.

Section 5 of *Offence Act* does not apply

37 Section 5 of the *Offence Act* does not apply to this Act or the regulations.

Regulations of the Lieutenant Governor in Council

- 38
- (1) The Lieutenant Governor in Council may make regulations referred to in section 41 of the *Interpretation Act*.
 - (2) Without limiting subsection (1), the Lieutenant Governor in Council may make regulations as follows:
 - (a) respecting any matter for which regulations are contemplated by this Act;
 - (b) respecting periods of time or time limits, including as follows:
 - (i) authorizing a person to extend a period of time or time limit under this Act, and prescribing the circumstances in which the period of time or time limit, including an expired period of time or time limit, may be extended;
 - (ii) respecting any procedures to be followed before a period of time or time limit may be extended;
 - (c) respecting the definitions in section 1, including the following:
 - (i) providing conditions for, or excluding, the kinds of dwellings or circumstances that apply to the definition of “accessory dwelling unit”;
 - (ii) prescribing land for the purposes of the definition of “exempt land”;
 - (iii) providing for exceptions from the definition of “platform”;
 - (iv) providing for exceptions from the definition of “platform service”;
 - (v) specifying that certain persons or entities are excluded from the definition of “platform service provider”;
 - (vi) prescribing information for the purposes of the definition of “platform service provider information”;

- (vii) specifying that certain residences are excluded from the definition of “principal residence”;
 - (viii) for the purposes of the definition of “residence”, in relation to the following:
 - (A) providing conditions for, or excluding, the dwellings or circumstances that apply to the definition;
 - (B) prescribing dwellings;
 - (ix) providing conditions for, or excluding, the kinds of dwellings or circumstances that apply to the definition of “secondary suite”;
 - (x) for the purposes of the definition of “short-term rental accommodation service”, prescribing the following:
 - (A) a period of time;
 - (B) accommodation services;
 - (xi) prescribing information for the purposes of the definition of “short-term rental information”;
 - (xii) prescribing services for the purposes of the definition of “similar services”;
 - (xiii) prescribing persons for the purposes of the definition of “supplier host”;
- (d) for the purposes of section 3 [*what this Act does not apply to*],
- (i) providing for whether a property is a hotel or motel, and
 - (ii) prescribing accommodation service providers, including providing conditions for, or excluding, circumstances for accommodation in respect of the accommodation service providers;
- (e) respecting coordination agreements with participating First Nations for the purposes of section 4 [*application of Act to participating First Nations*];
- (f) respecting the registrar, registration and renewal of registration under this Act, including the following:
- (i) prescribing a manner for authentication for the purposes of section 5 (5) [*appointment of registrar, delegation and authentication*];
 - (ii) prescribing a fee for registration for the purposes of sections 6 (2) (c) [*short-term rental offers must be registered*] and 7 (2) (c) [*platform service providers must be registered*];
 - (iii) prescribing a period of time for the purposes of section 8 [*registration*];

- (iv) prescribing a period of time and information in respect of a registrant's report of changes for the purposes of section 9 (1) (a) [*terms and conditions of registration*];
- (v) prescribing other terms and conditions of registration for the purposes of section 9 (1) (c);
- (vi) relating to decision-making and decisions for the purposes of section 10 [*refusal, cancellation or suspension of registration*];
- (vii) relating to the review of a decision of the registrar for the purposes of section 11 [*review of decision of registrar*], including the following:
 - (A) the manner of applying for the review;
 - (B) the time limits for the application for the review;
 - (C) a limit on the number of times a person may apply for the review;
 - (D) matters relating to the responsible official;
 - (E) the procedures for the review;
- (g) respecting requirements relating to short-term rental offers, including prescribing information for the purposes of section 13 [*short-term rental offer requirements*];
- (h) for the purposes of section 14 [*principal residence requirement*],
 - (i) respecting the principal residence requirement, including providing for exceptions, exclusions or conditions in respect of how the principal residence requirement applies
 - (A) to persons,
 - (B) in circumstances,
 - (C) in relation to dwellings or other properties, including residences, principal residences, secondary suites or other accessory dwelling units,
 - (D) in relation to short-term rental offers, or
 - (E) in relation to platforms, and
 - (ii) prescribing locations and information or documents;
- (i) respecting requests to seek changes to exempt land for the purposes of section 15 [*requests for changes to exempt land*], including the following:
 - (i) prescribing criteria in respect of local governments;
 - (ii) prescribing dates and periods of time;
 - (iii) establishing procedures;

- (iv) prescribing persons and entities;
- (v) providing for factors;
- (vi) respecting changes to exempt land;
- (j) respecting requirements of platform service providers, including prescribing information for the purposes of section 17 [*platform service provider requirements*];
- (k) respecting procedures relating to requests made by local governments of platform service providers, including prescribing periods of time and information, for the purposes of section 18 [*procedures for local governments*];
- (l) establishing procedures for providing an opportunity to object to a demand for production of records;
- (m) respecting compliance orders, including establishing procedures for providing an opportunity to be heard;
- (n) respecting administrative penalties for the purposes of Division 4 [*Administrative Penalties*] of Part 4, including the following:
 - (i) establishing criteria for the assessment of administrative penalties;
 - (ii) prescribing specific administrative penalties that may be imposed in respect of specific provisions, contraventions or failures;
 - (iii) prescribing the maximum amount of the administrative penalties that may be imposed;
 - (iv) establishing procedures for providing an opportunity to be heard for the purposes of section 26 (2) [*administrative penalties*];
 - (v) prescribing consequences for failing to appear or provide submissions, as applicable, on an opportunity prescribed under subparagraph (iv) of this paragraph, which may include proceeding in the absence of the person who fails to appear or without their submission, as applicable;
 - (vi) providing for increased administrative penalties for repeated contraventions and specifying the period of time within which a contravention is to be considered a repeat contravention of an earlier contravention;
 - (vii) prescribing periods of time for paying administrative penalties for the purposes of section 26 (3);
 - (viii) prescribing a limitation period for imposing an administrative penalty and evidentiary matters in relation to that period;
 - (ix) establishing consequences for failing to pay an administrative penalty, which may include imposing additional penalties;

- (x) relating to the review of a decision of the director for the purposes of section 29 [*review of administrative penalty*], including the following:
 - (A) the manner of applying for the review;
 - (B) the time limits for the application for the review;
 - (C) a limit on the number of times a person may apply for the review;
 - (D) matters relating to the responsible official;
 - (E) the procedures for the review;
 - (F) prescribing the grounds for review;
 - (o) respecting the delivery or service of documents for the purposes of section 32 [*delivery and service*], including the following:
 - (i) prescribing when documents delivered or served are deemed to be received;
 - (ii) prescribing manners of delivering or serving documents;
 - (p) for the purposes of sections 33 [*collection, use and disclosure of personal information*] and 34 [*sharing of information*], as applicable, respecting the sharing of information and information-sharing agreements, including the following:
 - (i) relating to the collection, use and disclosure of personal information;
 - (ii) prescribing purposes, persons and entities;
 - (q) prescribing information for the purposes of section 35 [*non-application of Part 2 of Freedom of Information and Protection of Privacy Act*].
- (3) A regulation under this Act may do one or more of the following:
- (a) delegate a matter to a person;
 - (b) confer a discretion on a person;
 - (c) make different regulations in relation to different classes of persons, entities, local governments, properties, short-term rental offers, short-term rental accommodation services, similar services, platforms, platform service providers, accommodation services, accommodation service providers, things, circumstances, periods of time or time limits, or other matters;
 - (d) make different regulations for different geographic areas in British Columbia;
 - (e) make different regulations respecting different requirements, including the following:
 - (i) a registration requirement;
 - (ii) a principal residence requirement;

- (iii) a business licence requirement;
- (f) make regulations providing for exemptions from one or more provisions of this Act or the regulations made under it, including regulations doing one or more of the following:
 - (i) exempting a person or entity from the application under this Act of the following:
 - (A) the registration requirement;
 - (B) the principal residence requirement;
 - (ii) exempting the following:
 - (A) persons or entities;
 - (B) local governments;
 - (C) platforms;
 - (D) service providers;
 - (E) activities or circumstances;
 - (F) properties, including dwelling units, residences, principal residences or secondary suites or other accessory dwelling units.

Transitional regulations

- 39** (1) The Lieutenant Governor in Council may make regulations in respect of any matters necessary for more effectively bringing into operation the provisions of this Act and for avoiding or remedying any transitional difficulties encountered in doing so, and for that purpose disapplying or varying any provision of this Act.
- (2) The authority to make or amend a regulation under this section, but not the authority to repeal a regulation under this section, ends 2 years after the date on which this section comes into force.

PART 6 – CONSEQUENTIAL AND RELATED AMENDMENTS

Community Charter

40 *Section 14 of the Community Charter, S.B.C. 2003, c. 26, is amended*

(a) by adding the following subsections:

- (2.1) A regional district and one or more municipalities may, by bylaw adopted by the board of the regional district and by bylaw adopted by the council of each participating municipality, establish an intermunicipal scheme in relation to the regulation of business.

(2.2) Subject to the regulations, a bylaw under subsection (2.1) may provide for matters in respect of which regulations may be made under section 282 (2) (b.1) *[general regulation authority]*. ,

(b) in subsection (3) by striking out “this section, this section rather than section 13 applies” **and substituting** “subsection (1), this section applies rather than section 13”, **and**

(c) by adding the following subsection:

(4) If an intermunicipal scheme is established under subsection (2.1), this section applies rather than section 13 of this Act and section 333 *[consent required for services outside regional district]* of the *Local Government Act*.

41 Section 282 (2) is amended by adding the following paragraph:

(b.1) in relation to section 14 (2.1) *[intermunicipal service, regulatory and other schemes]*, providing for the participation of local governments in an intermunicipal scheme established under that subsection, including respecting the following:

(i) the powers, duties and functions of the participating local governments, including the application of bylaws of one or more of the participating local governments to another participating local government;

(ii) the delegation of the powers, duties and functions of the participating local governments, including delegation by one or more of the participating local governments to the following persons or entities of another participating local government, as applicable:

(A) a person or entity referred to in section 154 (1) *[delegation of council authority]* of this Act;

(B) a person or entity referred to in section 229 (1) *[delegation of board authority]* of the *Local Government Act*;

(iii) any restrictions on the authority of the participating local governments;

(iv) the process by which the participating local governments may withdraw from the intermunicipal scheme; .

Local Government Act

42 *Part 9 of the Local Government Act, R.S.B.C. 2015, c. 1, is amended by adding the following Division:*

Division 6.1 – Business Regulation

Bylaw authority in relation to business regulation

- 326.1** (1) A board may, by bylaw, regulate in relation to business under
- (a) Divisions 1 [*Purposes and Fundamental Powers*] and 3 [*Ancillary Powers*] of Part 2 of the *Community Charter*, and
 - (b) Division 9 [*Business Regulation*] of Part 3 of the *Community Charter*.
- (2) The making of a bylaw under subsection (1) is subject to
- (a) the regulations made under subsection (3), and
 - (b) Division 5.1 [*Restrictions in Relation to the Passenger Transportation Act*] of Part 3 of the *Community Charter*.
- (3) The Lieutenant Governor in Council may, by regulation, establish restrictions, conditions or requirements relating to the regulation of business under this section.

43 *Section 416 is amended*

(a) by adding the following subsection:

- (1.1) A bylaw under section 413 (1) [*bylaw enforcement: fines and other penalties*] may establish one or more of the following penalties to which a person convicted of an offence in a prosecution under the *Offence Act* is liable:
- (a) a minimum fine;
 - (b) a maximum fine of up to \$50 000;
 - (c) in the case of a continuing offence, for each day that the offence continues, either or both of
 - (i) a minimum fine under paragraph (a), or
 - (ii) a maximum fine under paragraph (b);
 - (d) imprisonment for not more than 6 months. , *and*

(b) by repealing subsection (2) and substituting the following:

- (2) If no other penalties are established in relation to an offence referred to in subsection (1.1), the penalties established by section 4 [*general penalty*] of the *Offence Act* apply.
- (2.1) In a prosecution for an offence against a regional district bylaw, the justice or court may impose all or part of the penalties applicable in relation to the offence, together with the costs of prosecution.

Vancouver Charter

44 *The Vancouver Charter, S.B.C. 1953, c. 55, is amended by adding the following section:*

Variation authority

- 2.2** In addition to any other variation authority that is specifically provided under this Act, a regulation that may be made by the Lieutenant Governor in Council or a minister under any provision of this Act may
- (a) establish different classes of by-laws, parts or areas of the city, persons, property, circumstances, things and other matters,
 - (b) make different provisions, including exceptions, for different classes referred to in paragraph (a), and
 - (c) make different provisions, including exceptions, for different by-laws, different parts or different areas of the city or different persons, property, circumstances, things and other matters.

Commencement

45 The provisions of this Act referred to in column 1 of the following table come into force as set out in column 2 of the table:

Item	Column 1 Provisions of Act	Column 2 Commencement
1	Anything not elsewhere covered by this table	The date of Royal Assent
2	Sections 1 to 39	By regulation of the Lieutenant Governor in Council

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THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 9023

A Bylaw to amend “Business Licence Bylaw, 2018, No. 8640”

The Council of The Corporation of the City of North Vancouver, in open meeting assembled, enacts as follows:

1. This Bylaw shall be known and cited for all purposes as “**Business Licence Bylaw, 2018, No. 8640, Amendment Bylaw, 2024, No. 9023**” (Short-Term Rentals and Other Residential Accommodation Businesses).
2. “Business Licence Bylaw, 2018, No. 8640” is amended as follows:
 - A. In Part 3 – Definitions:
 - (1) By deleting the definitions of “Apartment House” and “Building Rentals”;
 - (2) By replacing “Bed and Breakfast” with “Accessory Bed and Breakfast” wherever it appears in the Bylaw;
 - (3) By deleting the definition of “Rooming House” and replacing it with the following definition, in alphabetical order:

“Accessory Dormitory Use” means a building that is used for renting or leasing rooms without cooking facilities to students attending an educational institution located on the same parcel.
 - (4) By replacing “Rooming House” with “Accessory Dormitory Use” wherever it appears in the Bylaw.
 - (5) By adding the following definitions in alphabetical order:

“Accessory Boarding – Long Term” means a portion of a Dwelling Unit that is used for the purpose of gain or profit by renting or leasing rooms, without cooking facilities, for 90 or more consecutive days, in accordance with the limitations set out in Zoning Bylaw, 1995, No. 6700 as amended or replaced from time to time.

“Accessory Boarding – Short Term” means a portion of a Dwelling Unit that is used for the purpose of gain or profit by renting or leasing rooms, without cooking facilities, for less than 90 consecutive days, in accordance with the limitations set out in Zoning Bylaw, 1995, No. 6700 as amended or replaced from time to time.

“Commercial Rental” means leasing, letting or renting offices, suites or rooms for non residential accommodation purposes. No Person shall be required to pay a Commercial Rental Licence fee for premises occupied for the purpose of their business provided they are licensed for a business other than Commercial Rental.

“Dwelling Unit” means one or more habitable rooms designed, occupied or intended to be occupied for independent residential accommodation of one or more persons, containing: toilet, bathroom, sleeping and living areas, and cooking facilities.

“Principal Residence” means the residence in which an individual resides for at least 183 days per year.

“Residential Accommodation Business” means Accessory Bed and Breakfast; Accessory Boarding – Long Term; Accessory Boarding – Short Term; Residential Rental – Long Term; and Residential Rental - Short Term.

“Residential Rental – Long Term” means the rental of a Dwelling Unit for accommodation for 90 or more consecutive days.

“Residential Rental – Short Term” means the rental of a Dwelling Unit for accommodation for less than 90 consecutive days.

- B. By deleting section 505 and replacing it with the following:

505 Residential Accommodation Business

Every person carrying on the Business of or operating a Residential Accommodation Business shall:

- (1) Install and maintain in good working order a fire extinguisher of not less than a five pound ABC class. Such fire extinguisher is to be mounted in a visible area of the kitchen;
- (2) Post an evacuation plan in a visible area at the main entry/ exit, and clearly indicate the contact information (accessible 24/7) for the operator responsible for the rental premises;
- (3) Comply with life safety requirements to the satisfaction of the Municipality’s Chief Building Official for use of a Primary Dwelling Unit, an Accessory Secondary Suite, an Accessory Dwelling Unit, and/or an Accessory Lock-Off Unit, for rental purposes. The requirements for compliance may include but may not be limited to:
 - (a) Install and maintain in good working order interconnected smoke alarms, including where applicable, carbon monoxide detectors;
 - (b) Comply with requirements for bedroom window egress; and
 - (c) Comply with requirements for access to the accessory unit by the Municipality’s Fire Department;
- (4) Comply with the British Columbia Building Code to the satisfaction of the Municipality’s Chief Building Official for any changes, upgrades or improvements made to a building;
- (5) Carry on no more than one Residential Accommodation Business at a time, per Dwelling Unit.

505A Accessory Bed and Breakfast

Every Person carrying on the Business of or operating an Accessory Bed and Breakfast shall:

- (1) Only carry on the Business in their Principal Residence;
- (2) Obtain the written approval of the property owner and Strata Corporation, if applicable and provide evidence of written approval to the City upon request;
- (3) Provide to the City the contact information for a person who must be able to respond to an inquiry or complaint while paying guests are hosted at the premises;
- (4) Maintain and provide to the City on request a list of the dates, duration, and group size of all bookings for the Bed and Breakfast.

505B Accessory Boarding – Long Term

Every Person carrying on the Business of or operating Accessory Boarding – Long Term shall:

- (1) Only carry on the Business in their Principal Residence;
- (2) Obtain the written approval of the property owner and Strata Corporation, if applicable and provide evidence of written approval to the City upon request.

505C Accessory Boarding – Short Term

Every Person carrying on the Business of or operating Accessory Boarding – Short Term shall:

- (1) Only carry on the Business in their Principal Residence;
- (2) Obtain the written approval of the property owner and Strata Corporation, if applicable and provide evidence of written approval to the City upon request;
- (3) Provide to the City the contact information for a person who must be able to respond to an inquiry or complaint while boarders are hosted at the premises;
- (4) Maintain and provide to the City on request a list of the dates, duration, and number of boarders accommodated at the premises.

505D Residential Rentals – Long Term

- (1) Every Person carrying on the Business of or operating Residential Rentals-Long Term shall obtain the written approval of the property owner and

Strata Corporation, if applicable and provide evidence of written approval to the City upon request;

- (2) Any Person who carries on the Business of or operates Non Market Rental Housing, or a Residential Rental – Long Term business that is limited to one Dwelling Unit, shall be exempt from the requirement to obtain a business licence.

505E Residential Rentals – Short Term

Every Person carrying on the Business of or operating Residential Rentals – Short Term shall:

- (1) Only carry on the Business in their Principal Residence or Dwelling Unit on the same legal parcel as their Principal Residence;
- (2) Require a separate Licence for the Principal Residence and Dwelling Unit on the same legal parcel, if applicable;
- (3) Obtain the written approval of the property owner and Strata Corporation, if applicable and provide evidence of written approval to the City upon request;
- (4) Provide to the City the contact information for a person who must be able to respond to an inquiry or complaint while paying guests are hosted at the premises;
- (5) Maintain and provide to the City on request a list of the dates, duration, and group size of all bookings for the premises.

- C. By deleting the following Licence Types and City Codes from Schedule “A”, NAICS Code 53:

Building Rental – Commercial 5310
 Building Rental – Residential 5311

- D. By replacing the words “Rooming and Boarding House” with “Accessory Dormitory Use” in Schedule “A”, Category Accommodation and Food Service, NAICS Code 72.

- E. By adding the following licence types to Schedule “A”:

Real Estate, Rental and Leasing	53	Commercial Rental	53112
Real Estate, Rental and Leasing	53	Residential Rental – Long Term	531113
Real Estate, Rental and Leasing	53	Residential Rental – Short Term	531111
Accommodation and Food Service	72	Accessory Boarding – Long Term	721198
Accommodation and Food Service	72	Accessory Boarding – Short Term	72131

F. By adding the following to Schedule “B” Fees:

Business Code	Business Classification	Fee or Fee Table (Schedule “C”)
531113	Residential Rental – Long Term	\$75 per dwelling unit (up to 5); \$25 for each subsequent unit
531111	Residential Rental – Short Term	\$550
721198	Accessory Boarding – Long Term	\$122
72131	Accessory Boarding – Short Term	\$250

G. By deleting the following from Schedule “C” Fees:

C. Building Rentals

and replacing it with the following:

C. Commercial Rental

H. By deleting the following from Schedule “C”, Table III - Units:

Apartment House	for each suite	\$ 19.00
Boarding House	for each room	\$ 10.50

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READ a second time on the <> day of <>, 2024.

READ a third time on the <> day of <>, 2024.

ADOPTED on the <> day of <>, 2024.

MAYOR

CORPORATE OFFICER

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 Department Manager	 Director	 CAO
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The Corporation of **THE CITY OF NORTH VANCOUVER**
FINANCE DEPARTMENT

REPORT

To: Mayor Linda Buchanan and Members of Council

From: Larry Sawrenko, Chief Financial Officer

Subject: 2024 APPROPRIATIONS #1

Date: April 10, 2024 File No: 05-1705-30-0019/2024

The following is a suggested recommendation only. Refer to Council Minutes for adopted resolution.

RECOMMENDATION

PURSUANT to the report of the Chief Financial Officer, dated April 10, 2024, entitled "2024 Appropriations #1":

THAT (Funding Appropriation #2405) an amount of \$6,635,184 be appropriated from the General Capital Reserve for the purpose of funding the 2024-2028 Capital Plan;

THAT (Funding Appropriation #2406) an amount of \$42,936 be appropriated from the Computer Equipment Reserve for the purpose of funding the 2024-2028 Capital Plan;

THAT (Funding Appropriation #2407) an amount of \$23,568,121 be appropriated from the Civic Amenity Harry Jerome Reserve for the purpose of funding the 2024-2028 Capital Plan;

THAT (Funding Appropriation #2408) an amount of \$2,746,550 be appropriated from the Civic Amenity Reserve for the purpose of funding the 2024-2028 Capital Plan;

THAT (Funding Appropriation #2409) an amount of \$185,000 be appropriated from the Carbon Fund Reserve for the purpose of funding the 2024-2028 Capital Plan;

THAT (Funding Appropriation #2410) an amount of \$320,000 be appropriated from the Tax Sale Land Interest Reserve for the purpose of funding the 2024-2028 Capital Plan;

THAT (Funding Appropriation #2411) an amount of \$640,000 be appropriated from the Growing Community Reserve for the purpose of funding the 2024-2028 Capital Plan;

THAT "Development Cost Charge (Parks) Reserve Fund Bylaw, 2024, No. 9015" (2024 Project Plan Funding) a Bylaw to appropriate an amount of \$49,500 from DCC (Parks) Reserve Fund to fund 2024-2028 Capital Plan, be considered;

AND THAT should any of the above amounts remain unexpended as at December 31, 2027, the unexpended balances shall be returned to the credit of the said reserves.

ATTACHMENTS

1. Project Descriptions and Funding Allocations (CityDoc [2501718](#))
2. Information Report by the Park Planner II – EPE, re: 1600 Eastern Park Construction (CityDoc [2491481](#))
3. Information Report by the Park Planner II – EPE, re: New Park at 16th Street and St Andrews Avenue (CityDoc [2491497](#))
4. Information Report by the Park Planner II – EPE, re: Kings Mill Walk Master Plan Implementation (CityDoc [2491525](#))
5. Information Report by the Park Planner II – EPE, re: City Wide Parks Comprehensive Plan Update (CityDoc [2491515](#))
6. Information Report by the Manager – Public Realm Infrastructure, re: Mobility Network Implementation (CityDoc [2491154](#))
7. Information Report by the Manager – Public Realm Infrastructure, re: Project Management Process Improvement (CityDoc [2491144](#))
8. Information Report by the Deputy Director, Civic Development and Strategic Initiatives, re: North Shore Neighbourhood House Phase 2 Site Preparation (CityDoc [2490459](#))
9. Information Report by the Sr. Project Manager, Civic Development, re: Harry Jerome Community Recreation Centre and Silver Harbour Seniors' Activity Centre (CityDoc [2500820](#))
10. Information Report by the Project Manager, Lonsdale Great Street, re: Lonsdale Great Street (CityDoc [2503842](#))
11. Development Cost Charge (Parks) Reserve Fund Bylaw, 2024, No. 9015" (2024 Capital Plan Funding) (CityDoc [2503270](#))

SUMMARY

This report follows the 2024-2028 Financial Plan approved by Council April 15, 2024 and provides details of projects where appropriations are recommended.

DISCUSSION

This report recommends that funds be appropriated so work can begin on some of the projects included in the Plan where project teams are ready to begin delivery. These appropriations allow staff to take advantage of early project tendering, reducing the impacts of inflation, and to deliver project benefits in a timely manner. Attachment 1 provides summary information regarding each project. Attachments 2 through 10 provide additional information for the projects over a \$500,000 threshold.

FINANCIAL IMPLICATIONS

Sections 173(1) and 173(2) of the Community Charter specifies that a municipality must not make an expenditure unless it is included in its Financial Plan for that year. Funding for the recommended expenditures is included in year 2024 of the 2024-2028 Financial Plan approved by Council April 15th, 2024.

Sufficient funding is available in all reserves for the recommended appropriations.

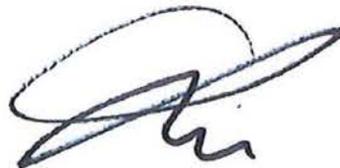
Appropriation is the final step in the funding of these projects and, if approved, will allow funds to be expended.

INTER-DEPARTMENTAL IMPLICATIONS

The Financial Plan is a reflection of CNV's policies and the work plans of all CNV departments. Finance staff relied on their close working relationships with all departments in the development of this Report and its recommendations.

STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS

The projects in CNV's Financial Plans are consistent with the City's 2014 Official Community Plan and Council's Strategic Plan.



RESPECTFULLY SUBMITTED:

Larry Sawrenko
Chief Financial Officer

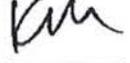
Ref #	Project Name	Dept	Lead	Total 2024 Project Amount	Early Appropriations	Appropriation Request	Remaining Balance	Description
Appropriation 2405 - General Capital Reserve								
5 - 6	Library Furniture Renewal	Library	Monique Liddle	33,000	-	33,000	-	The Library facility contains over 300 seats and receives over 1,400 visitors daily. After years of daily use, furniture like public seating, desks and tables is showing wear and tear and needs to be repaired, refurbished or replaced.
5 - 7	Automated Materials Handling, RFID and Self-Service System Replacements	Library	Kat Lucas	71,710	-	71,710	-	Replace end-of-life automated materials handling, radio frequency identification (RFID) and self-service system components, including the automated sorting machine, sort bins, RFID security gates, RFID antennae, self-service checkouts and self-service payment stations.
6 - 18	Library A/V, Multimedia & Instructional Systems Renewal	Library	Kat Lucas	18,000	-	18,000	-	Replace end-of-life A/V, multimedia and instructional systems in heavily-used community meeting rooms and public spaces. The Library's meeting and program rooms are used by residents, local businesses, and community organizations - playing host to approximately 500 community meetings and over 1,000 library programs each year, in addition to paid private bookings.
10 - 20	City Library Strategic Planning	Library	Deb Hutchison Koep	35,000	-	35,000	-	This project will carry out research and community consultation and facilitate the development of a strategic plan for library services from 2025 onward. An in-depth assessment of needs and opportunities is necessary in order to ensure the library continues to evolve in response to changing needs and expectations and aligns with the community's, and Council's, priorities.
10 - 21	Summer Book Bike Staffing	Library	Sarah Tarcea	28,000	-	28,000	-	Temporary summer staffing to activate city spaces, parks, plazas and events with expanded Book Bike service delivery and community-based programming. Year 3 of a three-year pilot project.
10 - 05	Action on Homelessness	Planning & Development	Renee de St. Croix	80,000	-	80,000	-	This work aims to provide policy, advocacy, and supports for people who are or are at risk of being unhoused, and those experiencing various forms or conditions of poverty. This includes policy work, such as the North Shore Homelessness Action Initiative protocols, enhanced community services (such as the enhanced shower program), and the Solutions Navigators Program. This work will seek to continue these programs and services in the short term, while looking for opportunities to support them as longer term programs through other funding mechanisms or opportunities.
10 - 09	Land Use, Long Range Studies and Neighbourhood Structure Plans	Planning & Development	Renee de St. Croix	40,000	-	40,000	-	To support the completion of special studies, neighbourhood or structure plans, corridor plans, land use studies and site plans. In 2024, the monies will assist in preparing land use and site provisions for the Alder Street Lands area. In 2025, upon completion of the ICBC site analysis these funds will assist in preparing a wider Waterfront Neighbourhood Plan and Transit Oriented Area. In future years this would include areas and/or plans, such as the Western Precinct Plan, Queensbury Special Study Area, Westview Special Study Area and/or other land use studies in response to emerging needs and issues.
6 - 12	Enterprise Applications	Office of the CAO: Information Technology & Data	Amy Chiang	225,000	-	225,000	-	To continue modernizing and enhancing CNV's enterprise applications, enabling the enterprise applications to change with CNV needs. This work includes system upgrades, changes to use new features, new enhancements, installation and configuration, and may include the purchase of new modules.
6 - 3	Data Centre Infrastructure	Office of the CAO: Information Technology & Data	Shawna Peters	332,064	-	332,064	-	To maintain the City's data centre infrastructure and network. Maintenance includes storage, servers, switches, network security devices, and wireless access points. Upgrade and replacement of infrastructure items as part of a regular refresh program.
6 - 4	User Device Replacement	Office of the CAO: Information Technology & Data	Shawna Peters	220,500	-	220,500	-	Planned replacement of desktop computers, laptops, and tablets. Upgrade and replacement of items as part of a regular refresh program.
6 - 5	Fibre Infrastructure	Office of the CAO: Information Technology & Data	Shawna Peters	50,000	-	50,000	-	To maintain CNV's existing fibre infrastructure that interconnects City buildings with CNV services while also growing that infrastructure as the City grows.
6 - 6	Microsoft Cloud Services	Office of the CAO: Information Technology & Data	Shawna Peters	155,000	-	155,000	-	This funding is for contracted services to assist with leveraging applications available through the new Microsoft licensing agreement. This will allow for consolidation of applications, reduction in licensing costs and improvement in cyber security posture.
6 - 7	IT Service Management Software Replacement	Office of the CAO: Information Technology & Data	Shawna Peters	100,000	-	100,000	-	The IT service delivery application has reached the end of its lifecycle. This project is to review Information Service Management System needs, define a prioritization process for IT tickets and requests, and implement a modern system.
2 - 11	John Braithwaite Community Centre	NVRC	Howard Kiang	130,000	-	80,000.00	50,000	This project will deliver functional upgrades, accessibility improvements and planned major component replacements in the John Braithwaite Community Centre.
2 - 12	Centennial Theatre	NVRC	Howard Kiang	215,000	-	215,000	-	This project will address planned major component replacements and enhancement and renovations at Centennial Theatre.
5 - 8	NVRC Recreation Program Equipment	NVRC	Howard Kiang	405,000	-	315,000	90,000	Program equipment such as weight room, sports & recreation equipment, activity room furnishings & equipment, theatre performance equipment for Centennial Theatre and John Braithwaite Community Centre. The ice resurfer at Harry Jerome CRC is at the end of its useful life and a replacement will need to be ordered in time for the opening of the new centre. A portion of fitness centre equipment at HJCRC and John Braithwaite CC is replaced each year to ensure safe and reliable equipment for program participation.
6 - 22	NVRC Phone System Replacement	NVRC	Preston Corrigan	60,000	-	60,000	-	NVRC is currently operating a Mitel VOIP phone system that is approaching end of support from the manufacturer. This system is scheduled for regular replacement to ensure stable, reliable phone service.
10 - 40	NVRC Inclusion, Diversity, Equity & Accessibility (IDEA)	NVRC	James Vanderheide	51,000	-	51,000	-	Development and implementation of Phase 2 of NVRC's Inclusion, Diversity, Equity, and Accessibility (IDEA) Plan. This project scope will include NVRC's Accessibility Plan in compliance with requirements of the Accessible British Columbia Act.
10 - 41	Aquatic Services Strategy	NVRC	Jennifer Wilson	25,000	-	25,000	-	The Aquatics Services Strategy will include a comprehensive review of existing programs, infrastructure and resourcing, and provide recommended actions to support diverse and changing community needs. The Strategy will: define the vision for aquatic facilities and services for North Vancouver Recreation & Culture; review allocations to support the equitable access to facilities and services for all residents; recommend staffing and lesson models, certification requirements and recruitment strategies, and ensure the efficient and effective use of resources
9 - 1	Block Funding - Fire Equipment	Public Safety: Fire Prevention & Public Safety	Greg Schalk	50,000	-	50,000	-	Block funding is allocated for emergency/unplanned Fire Department expenses, aiming to aid the NVCFD in maintaining a safe and secure community while ensuring effective protection for homes and businesses. This funding will also support the NVCFD in responding to and recovering from emergencies and disasters.
9 - 3	Block Funding - Police Equipment	Public Safety: Police Support Services	Claire Thompson	22,710	-	22,710	-	Block funding is designated for emergency/unplanned Police Department expenses, intended to assist the RCMP in ensuring a safe and secure community, with a focus on effectively protecting homes and businesses.
9 - 16	Block Funding - Bylaws	Public Safety: Bylaws	Greg Schalk	10,000	-	10,000	-	Block funding for emergency/unplanned Bylaw expenses.
10 - 12	Communications: Project and Communications Support	Office of the Deputy CAO: Communication & Engagement	Jody Robertson / Donna Powers	32,000	-	32,000	-	This project provides delivery of communications support, including marketing and promotion for the City, communications and engagement support, graphics, social media, and website and digital communications backup.

Ref #	Project Name	Dept	Lead	Total 2024 Project Amount	Early Appropriations	Appropriation Request	Remaining Balance	Description
10 - 13	Community Engagement Framework	Office of the Deputy CAO: Communication & Engagement	Jody Robertson	135,000		135,000	-	Staff request for additional funding to support the continued development of the CNV's Community Engagement Framework, which will set the standard for how staff seek, consider and include community input into policy, programs and service delivery. Funding will enable a more fulsome approach to community input through the development stage by adding in-person/online resident input opportunities, additional workshops with equity-seeking individuals and groups, youth engagement plan, intercept surveys and increased education and communication efforts.
10 - 14	Strategic & Corporate Planning	Office of the Deputy CAO: Strategic Initiatives	Barbara Pearce	200,000		200,000	-	Continuation of the Strategic Plan and Corporate Business Plan processes including reporting, measurement, and integration into financial planning.
10 - 16	Privacy Management Training and Resources	Office of the Deputy CAO: Legislative Services	Jennifer Borland	75,000		75,000	-	To develop a formal corporate privacy management program to ensure CNV is equipped to manage and protect personal information. The program is required to maintain compliance with the Freedom of Information and Protection of Privacy Act.
10 - 24	The Shipyards Operational Plan And Business Model	Engineering: Parks & Public Spaces	Magda Kwaterska	300,000		300,000	-	The CNV has made significant strides in the development and rollout of The Shipyards precinct. To provide strategic direction for the balance of programmed events, rightsizing the commercial events and commercialization, defining the objectives for a place of community gathering and diverse cultural activities as well as evaluating the performance of the space as an economic driver for the surrounding neighbourhood. CNV requires the services of a consultant team with experience in developing a comprehensive public space plan including a recommendations for the operating and business model to guide the shipyards for the next few decades.
10 - 26	Open Streets Central Lonsdale - Activation and Maintenance	Engineering: Parks & Public Spaces - Public Realm	Leah Herman	187,000		87,000	100,000	This project will support the year-round maintenance & activation demands of Open Streets, Central Lonsdale between the 1400-1800 blocks of Lonsdale Avenue. This project includes parklets, street seats, dedicated greenscape and decked areas. Work in 2024 will focus on refurbishing or replacing aging assets & accessibility improvements that unify the streetscape. Street activation will continue through placemaking, working with community & business to increase street vibrancy & draw visitors to the area.
10 - 27	CNV Community Programming	Engineering: Parks & Public Spaces	Magda Kwaterska	341,250		341,250	-	The aim of this funding is to secure section management to oversee staff and spearhead and execute activations within the City of North Vancouver (Shipyards + City-wide) with a centralized approach. Its primary goal is to develop a comprehensive Special Events & Festivals Policy for the City of North Vancouver. This policy will provide thoughtful consistent guidance for activations in collaboration with community groups, schools, organizations and others, all aimed at celebrating the unique cultural makeup of the City through the creation of special events and public space activation.
10 - 30	Project Management Process Improvement	Engineering: Infrastructure Planning - Streets	Justin Hall	550,000		550,000	-	This project is to create internal capacity to develop best practices for project management and governance in the Engineering, Parks and Environment Department. Work will comprise of a systemic review of existing departmental project management practices, procedures, tools, and governance practices with the objective to identify opportunities for improvement and the development of consistent practices. The role will support project managers through adoption of new processes and share best practices with the broader organization.
10 - 34	CityStudio	Engineering: Parks & Public Spaces	Magda Kwaterska	50,000		50,000	-	Funding to continue the Capilano University and CNV CityStudio partnership for the next three years (2024-2026). CityStudio is an experimentation and innovation hub where Capilano University students, with the guidance from CNV staff and partners, develop projects that help make the City more vibrant, sustainable and healthy.
10 - 39	Tennis Feasibility Study	Engineering: Parks & Public Spaces	Chandra Lesmeister	80,000		80,000	-	This study will evaluate existing tennis amenities in the City and will provide recommendations for the potential development of new tennis facilities and programs with goals to increase capacity and optimize existing. The study will involve an inventory and assessment of existing tennis amenities, data on current usage, distribution analysis, facility spatial and site considerations, cost analysis and service level recommendations. The study, paired with the Parks Comprehensive Plan, will provide an overall phased implementation plan to assist in a balanced approach to planning for outdoor sport and recreation facilities.
9 - 10	Block Funding - Parks Infrastructure	Engineering: Parks & Public Spaces	Derek Priestley	100,000	75,000	25,000	-	Since 2005, Parks Infrastructure Block Funding has supported a variety of small scale park infrastructure upgrades with individual project values of less than \$10,000, and provides staff with the resources to respond immediately to time-sensitive, smaller infrastructure replacement issues, in order to ensure public safety and maintain levels of service.
7 - 2	Replacement Hook-Lift Roll-Off Bins	Engineering: Equipment	Bruce Bowman	70,000		70,000	-	CNV's Operations Fleet section has three hook-lift roll-off bins that, after approximately 13-15 years, have reached end of life. Two bins are required for receiving and transporting watering and salting equipment, parks materials, and event supplies. The third bin is required for receiving and transporting parks materials - most often leaves, or mulch. The bins are essential to delivering a number of City operating programs.
7 - 3	Replacement: Operations Centre Washbay Boiler and Pump	Engineering: Equipment	Bruce Bowman	25,000		25,000	-	CNV's Operations Centre has an electric boiler and pump housed in the wash bay. After approximately fifteen years, this piece of equipment has reached end of life span. The boiler and pump heat water to be used in the wash bay power washers.
5 - 5	Survey Instrument Replacement	Engineering: Equipment	Matthew Holm	60,000		60,000	-	Replace survey equipment, data collector, and related equipment, warranties, and software for CNV's survey team.
4 - 1	Hemlock Looper Moth Tree Removal and Restoration	Engineering: Parks & Public Spaces	Derek Priestley	215,000	150,000	65,000	-	Mitigate risk to the public by way of prioritizing inspections, monitoring, scheduling removals, and replanting to ensure long term overall health of the City's urban forest.
4 - 5	Sport Court Infrastructure Replacement	Engineering: Parks & Public Spaces	Derek Priestley	35,000		35,000	-	This project will result in the replacement of aging infrastructure and amenity upgrades to existing basketball courts to improve usability and player safety.
2 - 21	The Shipyards Furnishings	Engineering: Parks & Public Spaces	Magda Kwaterska	50,000		50,000	-	This project will fund the replacement of picnic tables, planters, tables and chairs with more durable and sustainable materials and incorporate additional urban furniture in the public realm.
3 - 3	Mobility Network Implementation	Engineering: Parks & Public Spaces - Public Realm	Justin Hall	3,662,000		350,000	3,312,000	This project will execute on the community engagement, design and construction of priority corridors identified in the Council approved Priority Mobility Network Strategy (2019) and continue to prioritize future work based on approved evaluation criteria. This work will result in infrastructure tailored to the unique street context and suitable for a broad range of human and electrified mobility devices like bicycles and scooters with users of All Ages and Abilities. Focus for the planning period will be on the Mid-town Corridor, Upper Levels Greenway and the Chesterfield Corridor.
3 - 17	Street Light and Traffic Signal Pole Replacement	Engineering: Infrastructure Planning - Traffic	Kilment Kuzmanovski	200,000		200,000	-	Planned replacement of deteriorated street light and traffic signal poles as prioritized based on 2022 condition assessment. The City's inventory of street light and traffic signal poles comprises approximately 2000 poles, with associated foundations/bases and electrical circuits.
4 - 10	Kings Mill Walk Master Plan - Implementation	Engineering: Parks & Public Spaces	Chandra Lesmeister	95,950		95,950	-	Implementation of the full scope of the approved plan, including off-leash area, playground, washroom building, celebration of Squamish Nation cultural history, habitat enhancement, and improved Spirit Trail.
10 - 46	Property Tax Structural Review	Finance	Larry Sawrenko	50,000		50,000	-	This project will review the status of the CNV's current property tax structure and provide options for Council consideration to improve the system. Due to the importance of property taxes to residents and businesses, it is prudent to periodically review the basis and structure of the levy and how it may be affecting the various classes of rate payers.
10 - 48	Financing Growth Tools (DCC, ACC & Density Bonusing)	Finance	Dane van Heerden	250,000	200,000	50,000	-	Funding to engage consultant support to update CNV's DCC programs and rates. Consultant would provide overall assistance with the project, including assisting with the development of capital spending plans and cost estimates, calculating rates, and leading stakeholder engagement activities.

Ref #	Project Name	Dept	Lead	Total 2024 Project Amount	Early Appropriations	Appropriation Request	Remaining Balance	Description
10 - 01	North Shore Connects Transportation Leadership Committee	Planning & Development: Transportation	Elicia Elliott	210,000		100,000	110,000	This project supports both the operation of North Shore Connects, in partnership with the other North Shore municipalities. In addition, monies will also facilitate study work related to rapid transit, including but not limited to, future alignment, corridor analysis and associated infrastructure work design.
10 - 02	Micromobility Services Planning and Coordination	Planning & Development: Transportation	Elicia Elliott	50,000		50,000	-	This project will support dedicated staff resources and supplementary consultant services to develop and deliver guidelines, regulations and pilots for new and emerging personal, shared, or commercial mobility services and devices (e.g., e-scooters, e-bikes, ridehailing, micro cargo delivery vehicles, driverless vehicles) in coordination with DWV and DNV.
4 - 25	Encampment Management	Engineering: Parks & Public Spaces	Derek Priestley	150,000		150,000	-	This funding will be used to recruit and/or direct appropriate resources to respond to increasing clean ups in the City, in order to deliver safe and comfortable park and public spaces.
4 - 26	City Wide Parks Comprehensive Plan Update	Engineering: Parks & Public Spaces	Chandra Lesmeister	424,000		100,000	324,000	City wide Parks Comprehensive Plan is a guiding document that describes the current state of the CNV's parks, greenway routes, recreation facilities, and natural areas; and determines the future vision and service levels and implementation strategy to deliver on this vision. The existing Parks Comprehensive Plan was completed in 2010 and included strategic recommendations for ten years. A revised Parks Comprehensive Plan will be required as a response to changing demographics and land uses.
4 - 28	Streetscape Renovations	Engineering: Parks & Public Spaces	Derek Priestley	25,000		25,000	-	This project will enable a proactive approach to renovating existing CNV maintained streetscapes and volunteer traffic circles to address impacts of climate change and reduce the long-term maintenance cost of these assets.
4 - 31	Park & Greenways Trail Resurfacing	Engineering: Parks & Public Spaces	Derek Priestley	12,000		12,000	-	Annual repairs to paved trails and greenways. Includes wayfinding, trail markings, and resurfacing.
4 - 32	Parks Furnishings and Signage	Engineering: Parks & Public Spaces	Chandra Lesmeister	50,000		50,000	-	Ongoing implementation of the City's parks and environmental signage program, and the addition/replacement of park furnishings, such as benches and picnic tables.
10 - 43	Health Cluster Development	Finance	Siobian Smith	126,000		126,000	-	To develop a planned roadmap and identify outcomes and CNV benefits through the growth of a health cluster in the City. Identify investment attraction targets to increase economic and employment benefits from the growth of the health cluster in the City. Extensive consultation with health care ecosystem and stakeholders to develop collaborative cluster development plan
10 - 44	Business Service Support and Licencing Reforms	Finance	Siobian Smith	125,000		125,000	-	This project is to improve service delivery to the local business community and enable economic growth. It will deliver a suite of services that reform existing approaches, policies and level of service delivery as well as develop new approaches to deliver targeted services and improve overall CNV interactions and support of the local business community.
10 - 45	Strategic Economic Development	Finance	Siobian Smith	154,000		154,000	-	This project provides resources to begin and advance the implementation of the Economic Strategy. This includes cluster development focused on increasing visibility and economic benefit from Tourism and the development of a thoughtful, best-practices approach to commercial use and activation of the public realm including revenue generation.
10 - 10	Waterfront Neighbourhood Plan - ICBC Site	Planning & Development	Renee de St. Croix	50,000		50,000	-	Undertake analysis and site evaluation of the ICBC site. This project will also prepare potential development opportunities and site designs. The outcomes will inform possible land use/design amendments for the subject site and will assist in the preparation of a future Waterfront Neighbourhood Plan.
10 - 11C	Legislated Infill Changes	Planning & Development	Renee de St. Croix	300,000		300,000	-	Staff resources to ensure prudent financial management for senior government funding.Pre-zoning Opportunitues, Legislative Infill Changes, Parking and Curbside management, Supporting Non-Market and Market Housing Supply and Delivery projects.
10 - 11D	Prezoning Opportunities	Planning & Development	Renee de St. Croix	250,000		250,000	-	Staff resources to ensure prudent financial management for senior government funding.Pre-zoning Opportunitues, Legislative Infill Changes, Parking and Curbside management, Supporting Non-Market and Market Housing Supply and Delivery projects.
Total Appropriation 2405 - General Capital Reserve				11,046,184	425,000	6,635,184	3,986,000	
Appropriation 2406 - Computer Equipment Reserve								
6 - 3	Data Centre Infrastructure	Office of the CAO: Information Technology & Data	Shawna Peters	42,936		42,936	-	To maintain the City's data centre infrastructure and network. Maintenance includes storage, servers, switches, network security devices, and wireless access points. Upgrade and replacement of infrastructure items as part of a regular refresh program.
Total Appropriation 2406 - Computer Equipment Reserve				42,936	-	42,936	-	

Ref #	Project Name	Dept	Lead	Total 2024 Project Amount	Early Appropriations	Appropriation Request	Remaining Balance	Description
Appropriation 2407 - CAR HJ Reserve								
2 - 13	Harry Jerome Community Recreation Centre and Silver Harbour Seniors Activity Centre	Office of the Deputy CAO: Strategic Initiatives	Dianna Foldi	26,068,121	2,500,000	23,568,121	-	Tendering, construction and commissioning of remainder of above grade components including FF&E, hard and soft landscaping, skate park and off-site works for the new Harry Jerome Community Recreation Centre and Silver Harbour Seniors' Activity Centre.
Total Appropriation 2407 - CAR HJ Reserve				26,068,121	2,500,000	23,568,121	-	
Appropriation 2408 - Civic Amenity Reserve								
2 - 15	NSNH Hub Phase 2 Site Preparation	Office of the Deputy CAO: Strategic Initiatives	Robert Skene	1,900,000		1,900,000	-	Funds to prepare the overall NSNH for development (Includes allowance for potential soil remediation)
4 - 3	1600 Eastern Avenue Park Construction	Engineering: Parks & Public Spaces	Chandra Lesmeister	1,852,743		50,500	1,802,243	Construction of a new neighbourhood park at 1600 Block of Eastern Avenue in a currently underserved high density central lonsdale neighbourhood.
4 - 4	New Park at 16th and St. Andrews	Engineering: Parks & Public Spaces	Margaret Shipley	702,000		702,000	-	Construction of a new neighbourhood park at corner of 16th and St.Andrews.
4 - 10	Kings Mill Walk Master Plan - Implementation	Engineering: Parks & Public Spaces	Chandra Lesmeister	94,050		94,050	-	Implementation of the full scope of the approved plan, including off-leash area, playground, washroom building, celebration of Squamish Nation cultural history, habitat enhancement, and improved Spirit Trail.
Total Appropriation 2408 - Civic Amenity Reserve				4,548,793	-	2,746,550	1,802,243	
Appropriation 2409 - Carbon Fund Reserve								
5 - 1	Bylaw Services Vehicle Replacement	Public Safety: Bylaws	Paul Duffy	50,000		50,000	-	Replacement of a Bylaw Services Enforcement vehicle with a newer, more fuel-efficient, or electric model. The vehicle being replaced has reached the end of its useful life.
7 - 5	Park Operations Supervisor Vehicle	Engineering: Equipment	Derek Priestley	80,000		80,000		To purchase a new electric vehicle for Parks Supervisor. This vehicle will be used to visit and inspect CNV sites in urban parks, trails, greenway systems and on developer delivered projects. Currently, the heavy duty combustion truck is being used on these site visits and, with the purchase of the new electric vehicle, the heavier duty combustion truck can be re-directed to the Park Operations Section to meet their increased demand within CNV's streetscapes and park system.
7 - 6	Electric Ride-on Mower	Engineering: Parks & Public Spaces	Derek Priestley	55,000		55,000	-	Purchase of a new electric ride-on mower to meet increased service demands while shifting away from combustion engines. Ride-on mowers are operated every weekday from April - October annually in variety of urban landscaping areas (parks, boulevards, sport fields, passive grass areas, etc...) and this fully electric version will support an overall reduction in GHGs, reduce noise output, and deliver the base service our community expects.
Total Appropriation 2409 - Carbon Fund Reserve				185,000	-	185,000	-	
Appropriation 2410 - TSL Interest Reserve								
3 - 15	Traffic Signal System Upgrades	Engineering: Infrastructure Planning - Traffic	Kliment Kuzmanovski	320,000		320,000	-	Upgrade of existing traffic signal poles, underground wiring, signal communication systems, and controllers in the City. Locations and project details to be determined per results from various traffic engineering analysis and based on needs for upgrading traffic signal equipment.
Total Appropriation 2410 - TSL Interest Reserve				320,000	-	320,000	-	
Appropriation 2411 - Growing Community Reserve								
10 - 47	Lonsdale Great Street	Finance	Siobian Smith	1,640,000		640,000	1,000,000	This work will include the development of a complete design framework and commercial district plan, as well as deep community engagement within the neighbourhood and CNV Work is anticipated to be ongoing for 3 years with leading external expertise and in-house project management and oversight, led by an inter-departmental steering committee and an integrated staff level working group.
Total Appropriation 2411 - Growing Community Reserve				1,640,000	-	640,000	1,000,000	
Bylaw # 9015 - DCC Parks								
4 - 3	1600 Eastern Avenue Park Construction	Engineering: Parks & Public Spaces	Chandra Lesmeister	547,257		49,500	497,757	Construction of a new neighbourhood park at 1600 Block of Eastern Avenue in a currently underserved high density central lonsdale neighbourhood.
Total Bylaw # 9015 - DCC Parks				547,257	-	49,500	497,757	
Grand Total				44,398,291	2,925,000	34,187,291	7,286,000	



 Department Manager	 Director	 CAO
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The Corporation of **THE CITY OF NORTH VANCOUVER**
ENGINEERING, PARKS & ENVIRONMENT DEPARTMENT

INFORMATION REPORT

To: Mayor Linda Buchanan and Members of Council

From: Chandra Lesmeister, Park Planner II

Subject: 2024-2028 CAPITAL PLAN-PROJECTS OVER \$500,000: 1600
EASTERN PARK CONSTRUCTION– FUNDING APPROPRIATION
(PROJECT 04-03)

Date: April 10, 2024 File No: 12-5810-01-0001/2024

	2024	2025	2026	2027	2028	Total
City Including DCC	\$2,400,000	\$0	\$0	\$0	\$0	\$2,400,000
External Contrib.	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$2,400,000	\$0	\$0	\$0	\$0	\$2,400,000

PURPOSE

The purpose of this report is to present the rationale for funding the detailed design, preparation of tender documents and construction drawings, and contract administration of the new neighbourhood park at a cost of \$100,000 at the 1600 Block of Eastern Avenue (04-03) as part of the 2024-2028 Capital Plan.

DISCUSSION

The Council approved 2010 Parks Master Plan includes the goal of having all residents within 400 metres (or a 5-minute walk) of a park or public open space. The acquisition and development of new neighbourhood park(s) in East Central Lonsdale was identified as a priority to help achieve that goal.

In conjunction with the 2018 rezoning of the adjacent properties for a new rental building, Council endorsed the acquisition of a 0.2 hectare parcel at 1612 Eastern Avenue, using dedicated funding in the DCC (Parks) Reserve. In 2019, City funding was approved to commence the planning and community consultation for this new park, and that work was completed in Fall 2021.

The resulting park concept, titled the “Oasis of Calm”, received strong support from the community and includes a circular trellis and central lawn with a playful water feature, in-

ground trampoline, an off-leash area, porch swings and hammocks. The final design concept and renderings are posted on the [project webpage](#).

The City took possession of the new park site in November 2021 and it has been programmed with interim activities included an off-leash area and community garden.

The project is now in the final stages of design development. The requested \$100,000 will be used to complete the detailed design, prepare tender documents, construction drawings and contract administration. The remaining \$2.3M construction budget is not expected to be needed until tender documents are ready to be issued this summer 2024.

FINANCIAL IMPLICATIONS

The total CNV funding being requested for delivery of this project is \$2,400,000 which is a combination of Parks DCC funds (\$547,257) and those proposed to be borrowed through the on-going Alternate Approvals Process (\$1,852,743).

The \$100,000 being appropriated at this time is made up of \$45,500 is from the Parks DCC and \$50,500 from the Civic Amenity Reserve. Should the AAP be successful, the Civic Amenity Reserve will be replenished.

INTER-DEPARTMENTAL IMPLICATIONS

Community notification and project updates will be supported by CNV's Communications and Engagement team.

STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS

The delivery of the new welcoming and accessible park at 1612 Eastern contributes to Council's Strategic Plan goal of creating a "City for People". The park will help to create a "Vibrant City", where dynamic public spaces provide opportunities for connection and enable residents to engage with their community. By expanding the urban tree canopy, the plan is also directly aligned with Council's Vision for creating a "Resilient City".

This project supports the City's Official Community Plan goal to enhance the well-being and quality of life for all community members (Goal 3.1). Additionally, this project supports the parkland acquisition recommendations in the City's Parks Master Plan.

RESPECTFULLY SUBMITTED:



Chandra Lesmeister
Park Planner II



 Department Manager	 Director	 CAO
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The Corporation of **THE CITY OF NORTH VANCOUVER**
ENGINEERING, PARKS & ENVIRONMENT DEPARTMENT

INFORMATION REPORT

To: Mayor Linda Buchanan and Members of Council

From: Chandra Lesmeister, Park Planner II

Subject: 2024-2028 CAPITAL PLAN-PROJECTS OVER \$500,000: NEW PARK AT 16TH STREET AND ST ANDREWS AVENUE – FUNDING APPROPRIATION (PROJECT 04-04)

Date: April 10, 2024 File No: 12-5810-01-0001/2024

	2024	2025	2026	2027	2028	Total
City Including DCC	\$702,000	\$0	\$0	\$0	\$0	\$702,000
External Contrib.	\$1,322,988	\$0	\$0	\$0	\$0	\$1,322,988
Total	\$2,024,988	\$0	\$0	\$0	\$0	\$2,024,988

PURPOSE

The purpose of this report is to provide the rationale for funding to support the construction of a new park at 16th Street and St Andrews Avenue (04-04) as part of the 2024-2028 Capital Plan.

DISCUSSION

The Council approved 2010 Parks Master Plan includes the goal of having all residents within 400 metres (or a 5-minute walk) of a park or public open space. The acquisition and development of new neighbourhood park(s) in East Central Lonsdale was identified as a priority to achieve that goal.

In 2020, the City acquired a 0.22 hectare parcel at 16th street and St. Andrews Avenue for a new neighbourhood park with the rezoning at 250 E 15th Street for a new residential development.

With input from the community, plans for a neighbourhood park have been developed. The design includes:

- Play zone with diverse and engaging opportunities for a range of ages;
- Picnic area and a sloping lawn for gathering;
- A significant tree canopy and understory plantings.

Construction of the new park is anticipated to commence in Spring 2024.

FINANCIAL IMPLICATIONS

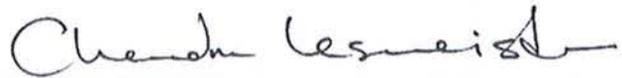
The majority of the park design and construction budget is from external sources with the developer (Cressey Development Group) contribution not to exceed \$1,322,988. A total of \$702,000 in 2024 is being requested in the Capital Plan to fund a portion of construction costs and to retain an external quality assurance contract administrator to ensure project delivery to a high standard.

STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS

Delivering this new park contributes to Council's Strategic Plan goal of creating a "City for People" and supports the health and well-being of all. The park will contribute to creating a "Vibrant City", where dynamic public spaces provide opportunities for connection and enable residents to engage with their community and it is directly aligned with creating a "Resilient City" with the incorporation of an expanded urban tree canopy.

This project also supports the City's Official Community Plan goal to enhance the well-being and quality of life for all community members (Goal 3.1). Additionally, this project supports parkland acquisition recommendations in the City's Parks Master Plan.

RESPECTFULLY SUBMITTED:



Chandra Lesmeister
Park Planner II



 Department Manager	 Director	 CAO
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The Corporation of **THE CITY OF NORTH VANCOUVER**
ENGINEERING, PARKS & ENVIRONMENT DEPARTMENT

INFORMATION REPORT

To: Mayor Linda Buchanan and Members of Council

From: Chandra Lesmeister, Park Planner II

Subject: 2024-2028 CAPITAL PLAN – PROJECTS OVER \$500,000: KINGS MILL WALK MASTER PLAN – IMPLEMENTATION – FUNDING APPROPRIATION (PROJECT 04-10)

Date: April 10, 2024 File No: 12-5810-01-0001/2024

	2024	2025	2026	2027	2028	Total
City Funding	\$190,000	\$8,500,000	\$0	\$0	\$0	\$8,690,000
External Contrib.	\$0	\$5,300,000	\$0	\$0	\$0	\$5,300,000
Total	\$190,000	\$13,800,000	\$0	\$0	\$0	\$13,990,000

PURPOSE

The purpose of this report is to provide rationale for funding the delivery of the Kings Mill Walk Park Master Plan.

DISCUSSION

Kings Mill Walk Park was created in 2000 as part of the initial commercial development at Harbourside. The 2013 rezoning to create a mixed use neighbourhood included the development of a park plan to reimagine Kings Mill Walk as a resilient, robust and engaging waterfront park.

In March 2022, Council endorsed the Kings Mill Walk Master Plan following consultation with the community. The final Master Plan describes a series of park zones with distinct programming, ecological improvements and a character reflective of the broader context. Implementation of the full scope of the approved plan will include an off-leash area, playground, washroom building, habitat enhancements, and picnic areas. The Spirit Trail will be improved and accessible circulation is prioritized.

Construction of the park will follow the shoreline work which is anticipated to commence in the Fall of 2024.

FINANCIAL IMPLICATIONS

A total of \$190,000 in 2024 is being requested from the Civic Amenity Reserve (\$95,950) and General Capital Reserve (\$95,950) to fund staff positions and CNV oversight of detail design and tender documents and to fulfill the role of Owner’s Rep for implementation of the Kings Mill Walk Master Plan.

CNV funding for this project is included in the 2024-2028 Capital Plan. Future budget requests will be the subject of future appropriation reports and actual project costs will be refined through the detailed design process. The \$95,950 being appropriated from the General Reserve will be replenished at a later date.

STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS

The delivery of Kings Mill Walk Master Plan contributes to Council’s Strategic Plan goal of creating an inclusive “City for People”. The plan enhances shoreline and upland habitat and is directly aligned with Council’s vision for a “Resilient City”. It also supports the Council priority to create a “Vibrant City”, where dynamic public spaces provide opportunities for connection and enable residents to engage with their community.

The project supports the City’s Official Community Plan goal to enhance well-being and quality of life for all community members (Goal 3.1). Additionally, this plan supports the enhanced infrastructure, habitat and programming goals in the City’s Parks Master Plan.

RESPECTFULLY SUBMITTED:



Chandra Lesmeister
Park Planner II



 Department Manager	 Director	 CAO
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The Corporation of **THE CITY OF NORTH VANCOUVER**
ENGINEERING, PARKS & ENVIRONMENT DEPARTMENT

INFORMATION REPORT

To: Mayor Linda Buchanan and Members of Council

From: Chandra Lesmeister, Park Planner II

Subject: 2024-2028 CAPITAL PLAN-PROJECTS OVER \$500,000: CITY WIDE PARKS COMPREHENSIVE PLAN UPDATE – FUNDING APPROPRIATION (PROJECT 04-26)

Date: April 10, 2024 File No: 12-5810-01-0001/2024

	2024	2025	2026	2027	2028	Total
City Including DCC	\$424,000	\$250,000	\$0	\$0	\$0	\$674,000
External Contrib.	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$424,000	\$250,000	\$0	\$0	\$0	\$674,000

PURPOSE

The purpose of this report is to present the rationale for funding the City Wide Parks Comprehensive Plan (04-26) as part of the 2024-2028 Capital Plan.

DISCUSSION

The City wide Parks Comprehensive Plan is a policy document that describes the current state of the City's parks, greenways, recreation facilities, and natural areas. It determines the future vision and an implementation strategy to deliver on this vision. It is intended to set out the City's needs for the next ten years and will offer key recommendations to shape the City's park system.

This project will involve extensive data collection to map park access, natural areas, public realm, demographics, tree canopy cover and other data sets to define service levels and develop "equity analysis factors". By using this data-based approach we will be able to understand what parts of the City are underserved in parks, outdoor recreation, access to nature and public space, and where to prioritize investment to address inequities that exist. This plan will also guide renovations to our parks to support the outcomes of the NVRC Sport and Recreation Facility Study and CNV's Tennis Feasibility Study.

The existing Parks Master Plan was completed in 2010 with strategic recommendations and 10 year implementation strategies. A revised and new Comprehensive Plan is required to respond to changing park trends, demographics, and land use.

FINANCIAL IMPLICATIONS

The appropriation of an initial \$100K request will be used to retain a consultant to initiate data collection. It is anticipated that the remaining \$324K in 2024 will be appropriated in Q4.

INTER-DEPARTMENTAL IMPLICATIONS

Foundational work for the plan will involve coordination with other CNV departments including Planning and Development, GIS, Communications & Engagement as well as North Vancouver Recreation and Culture.

STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS

This guiding document contributes to Council's Strategic Plan in creating a welcoming, inclusive and accessible "City for People". It will set recommendations to support the implementation of environmental improvement measures to create a "Resilient City". The renewed Parks Comprehensive Plan also supports Council's vision of a "Vibrant City", where dynamic public spaces provide opportunities for connection and enable residents to engage with their community.

The project also supports the City's Official Community Plan goal to enhance well-being and quality of life for all community members (Goal 3.1).

RESPECTFULLY SUBMITTED:



Chandra Lesmeister
Park Planner II



		
Department Manager	Director	CAO

The Corporation of **THE CITY OF NORTH VANCOUVER**
ENGINEERING, PARKS AND ENVIRONMENT DEPARTMENT

INFORMATION REPORT

To: Mayor Linda Buchanan and Members of Council

From: Justin Hall, Manager, Public Realm Infrastructure

SUBJECT: 2024-2028 CAPITAL PLAN-PROJECTS OVER \$500,000: MOBILITY NETWORK IMPLEMENTATION– FUNDING APPROPRIATION (PROJECT 03-03)

Date: April 10, 2024 File No: 11-5240-01-0001/2024

	2024	2025	2026	2027	2028	Total
City Contributions	\$3,662,000	\$10,139,600	\$2,929,600	\$9,460,900	\$6,338,900	\$32,531,000
External Contrib.	\$1,200,000	\$1,500,000	\$1,891,000	\$0	\$1,891,000	\$6,482,000
Total	\$470,000	\$2,245,000	\$800,00	\$1,232,000	\$4,920,000	\$39,013,000

PURPOSE

The purpose of this report is to present the rationale for appropriating \$350,000 of funding to advance the design and construction of the next tranche of high priority mobility corridors identified in the 2019 report to Council titled “Priority Corridors for All Ages and Abilities (AAA) Mobility Lanes”.

DISCUSSION

In 2019, Council endorsed the All Ages and Abilities Priority Mobility Network Implementation Plan – advancing the CNV’s existing Bicycle Master Plan and All Ages and Abilities Bike Network, while considering users with a broad range of electrified mobility devices. The strategy focuses on a multi-phased approach to prioritize and implement important north-south and east-west corridors that connect people to key destinations in the City and throughout the region.

The priority projects funded in the next few years by this project are:

- The Midtown Connector – Key east-west route connecting Lynn Valley via the future Casano-Loutet Overpass to Central Lonsdale and the Marine-Hamilton neighbourhoods. This route is identified as priority given the high east-west demand and connection to the regional bike network.
- Upper Levels Greenway (ULG) – A greenway in the Westview and Tempe neighbourhoods, located north of Highway 1. The ULG is identified as a priority to

provide greater access to active transportation and recreation options to the neighbourhoods north of Highway 1.

- St Andrews Safety Improvement Project – Completing roadway safety improvements to the 700 and 800 Block updates.

The Casano-Loutet Overpass is identified in the Priority Mobility Network Strategy as a priority project, but is funded through a separate project (3-22).

FINANCIAL IMPLICATIONS

The total estimated cost for project management support, engagement, design, and construction of the priority mobility corridors from 2024-2028 is \$39,013,000. However, it should be noted that these are preliminary cost estimates, and actual project costs will be refined through the design process.

This appropriation of \$350,000 will provide resources for community consultation and public engagement to support expansion of the City's mobility network.

As with past active transportation projects, the project budgets include estimated contributions of external funding from senior government infrastructure grants. The City has been successful in accessing these grants for similar greenway and cycling infrastructure projects in the past, and staff will continue to pursue all external funding opportunities.

STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS

This project supports a “Connected City” providing active and sustainable ways for people to move to, from and within the City safely and efficiently by increasing the number of kilometres of protected bike lanes.

In addition, the Mobility Network Implementation project aligns with and advances key principles of the Safe Mobility Strategy and established City goals and objectives.

Specific OCP objectives include:

2.1.1 Invest in cycling and pedestrian networks and facilities to make these more attractive, safer, and convenient transportation choice for all ages and abilities with an aim to increase these ways of travelling over single-occupant vehicle use;

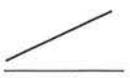
2.1.2 Invest in pedestrian and cycling facilities on the routes to and around schools, and work with the North Vancouver School District to promote active transportation, healthy lifestyles, and sustainable travel behaviour among children and youth.

RESPECTFULLY SUBMITTED:



Justin Hall
Manager, Public Realm Infrastructure



 Department Manager	 Director	 CAO
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The Corporation of **THE CITY OF NORTH VANCOUVER**
ENGINEERING, PARKS & ENVIRONMENT DEPARTMENT

INFORMATION REPORT

To: Mayor Linda Buchanan and Members of Council

From: Justin Hall, Manager, Public Realm Infrastructure

Subject: 2024-2028 CAPITAL PLAN-PROJECTS OVER \$500,000: PROJECT
MANAGEMENT PROCESS IMPROVEMENT- FUNDING
APPROPRIATION (PROJECT 10-30)

Date: April 10, 2024 File No: 11-5240-01-0001/2024

	2024	2025	2026	2027	2028	Total
City Contributions	\$ 550,000	\$0	\$0	\$0	\$0	\$ 550,000
External Contrib.	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$550,000	\$0	\$0	\$0	\$0	\$550,000

PURPOSE

The purpose of this report is to provide rationale for funding the Project Management Process Improvement project (10-30) as part of the 2024-2028 Capital Plan.

DISCUSSION

This project is to create internal capacity to establish consistent practices for project management and governance in the Engineering, Parks and Environment Department by hiring a senior project manager and obtaining external consultant support. Work will comprise of a systemic review of existing departmental project management practices, procedures, tools, and governance practices with the objective to identify opportunities for improvement and the development of consistent practices. The outcome of this work be to produce a project management toolkit, including standard templates and a practice manual to ensure consistent and effective project management across all projects. The role will provide ongoing oversight and support project managers through adoption of new processes and share best practices with the broader organization.

FINANCIAL IMPLICATIONS

The total estimated cost for the initiative including staffing and external support over three years is \$550,000.

STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS

This project is aligned with the following initiatives in the Corporate Business Plan:

- Open & Engaged Organization – Develop processes for improved consistency in engaging residents and interested parties when designing and constructing new infrastructure;
- Cooperative & Collaborative Organization – Working to continually improve how we deliver programs, services and infrastructure within the City
- Dynamic Organization – Supporting a culture of learning and continuous improvement on project management best practices.

RESPECTFULLY SUBMITTED:



Justin Hall
Manager, Public Realm Infrastructure



 Department Manager	 Director	 CAO
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The Corporation of **THE CITY OF NORTH VANCOUVER**
OFFICE OF THE DEPUTY CHIEF ADMINISTRATIVE OFFICER

INFORMATION REPORT

To: Mayor Linda Buchanan and Members of Council

From: Robert Skene, Deputy Director, Civic Development and Strategic Initiatives

Subject: 2024–2028 CAPITAL PLAN – PROJECTS OVER \$500,000: FUNDING APPROPRIATION – NORTH HORE NEIGHBOURHOOD HOUSE PHASE 2 SITE PREPARATION (PROJECT 2-15)

Date: April 4, 2024 File No: 02-0800-30-0039/1

	2024	2025	2026	2027	2028	Total
City Contributions	\$1,900,000	\$	\$	\$	\$	\$1,900,000
External Contrib.	\$ -	\$	\$	\$	\$	\$ -
Total	\$1,900,000	\$	\$	\$	\$	\$1,900,000

PURPOSE

The purpose of this report is to provide rationale for the appropriation of funding for the North Shore Neighbourhood House (NSNH) Phase 2 Site Preparation project in the amount of \$1,900,000, as part of the 2024-2028 Capital Plan.

DISCUSSION

The NSNH Phase 2 Site Preparation project is associated with the broader redevelopment of the NSNH Hub site located between East 1st Street and East 2nd Street on the west side of St. Georges Avenue. The NSNH Hub Phase 2 redevelopment includes the delivery of ~180 non-profit rental housing units to be leased and operated by Catalyst Community Development Society (Catalyst) and a new CNV-owned facility for the NSNH. The project timeline for NSNH Hub Phase 2 has advanced from 2028-2030 to begin construction as early as September 2024 in order to leverage housing funding in the new provincial BC Builds housing program. This site preparation work is necessary to ensure that the site is ready for hand-over to Catalyst by September 2024.

The NSNH Phase 2 Site Preparation works includes the following scope: site clearing and site services, community garden works, and relocation and/or deconstruction of a CNV owned residential house located at 204 East 1st Street. The works also cover the services of an architectural firm to advance schematic design of the new NSNH tenant improvements in order to inform direction to Catalyst in the design of the base building.

FINANCIAL IMPLICATIONS

A total of \$1,900,000 has been included in the in 2024-2028 Capital Plan with funding identified for design development, detailed design, tendering, construction and project management, including CNV staff oversight, for components related to Site Preparation.

STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS

The NSNH site redevelopment directly addresses priorities of the 2022-2026 Council Strategic Plan, especially those related to ‘A City for People’ and ‘A Resilient City’. These priorities call for increasing the number of housing units (including workforce housing units), improving access to childcare, more residents with safe and convenient access to transit and active transportation infrastructure, and supporting transition to LEC. Also, in reference to these strategic priorities, the proposal is in alignment with the preliminary vision and goals of the upcoming Community Wellbeing Strategy, Climate and Environment Strategy and Mobility Strategy.

The proposal is supported by OCP housing and community wellbeing objectives (1.5.2, 1.5.5, 1.5.7, 3.1.6) to meet identified housing needs and assist organizations that provide community supports. The proposal also addresses a number of objectives and actions for the Housing Action Plan, including collaboration with non-profit partners to deliver new non-profit housing on City-owned lands.

RESPECTFULLY SUBMITTED:



Robert Skene
Deputy Director, Civic Development and
Strategic Initiatives



 Department Manager	 Director	 CAO
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The Corporation of **THE CITY OF NORTH VANCOUVER**
OFFICE OF THE DEPUTY CHIEF ADMINISTRATIVE OFFICER

INFORMATION REPORT

To: Mayor Linda Buchanan and Members of Council

From: Dianna Foldi, Sr. Project Manager, Civic Development

Subject: 2024-2028 CAPITAL PLAN – PROJECTS OVER \$500,000: HARRY JEROME COMMUNITY RECREATION CENTRE AND SILVER HARBOUR SENIORS' ACTIVITY CENTRE - FUNDING APPROPRIATION (PROJECT 2-12)

Date: April 4, 2024 File No: 05-1705-30-0002/2024

	2024 Previously Appropriated	2024 Current	2025	2026	2027	2028	Total
City Funding	\$2,500,000	\$23,561,121	\$611,871	\$0	\$0	\$0	\$26,679,992
Total	\$2,500,000	\$23,561,121	\$611,871	\$0	\$0	\$0	\$26,679,992

PURPOSE

The purpose of this report is to provide rationale for the remaining appropriation of funds indicated for the year 2024, in the amount of \$23.6M, to allow staff to proceed with the remaining tenders indicated for 2024 within the approved \$230M budget, in order to fund the Harry Jerome Community Recreation Centre ("HJCRC") and Silver Harbour Seniors' Activity Centre ("SH") projects, as per the approved 2024-2028 Capital Plan

The below table represents the required funding amount as shown in the 2024-2028 Capital Plan needed to continue with the project construction:

DISCUSSION

A budget amount of \$26,068,121 for the HJCRC and SH combined project for 2024 has been indicated in the previously approved 2024-2028 Capital Plan allowing for the award of the majority of the remaining scope of work for the project. In January 2024, Mayor and Council had approved and early appropriation request in the amount of

\$2.5M for the purposes of tendering and awarding the millwork contract. The current request is for the remaining \$23,568,121 indicated for 2024, to enable the procurement and award of contracts for exterior landscape works, skatepark, off-site construction and interior finishes.

Previously, in June 2022 and April 2023, Mayor and Council had approved total appropriation requests in the amount of \$162.2M for purposes of funding the main building construction works as identified in the 2022-2026 Capital Plan.

The \$23.6M of funding is being requested at this time as part of the next stage of construction activities in order to maintain the project schedule.

FINANCIAL IMPLICATONS

The remaining un-tendered scopes of work include interior finishes, fixtures finishes and equipment, hard and soft landscaping, skate park construction and off-site surface works anticipated to be tendered in the fall of 2024 with the skatepark to be procured in 2025. All of this scope has been identified in the previously approved 2024 - 2028 Financial Plan.

INTER-DEPARTMENTAL IMPLICATIONS

This report has been developed in consultation with the Finance Department.

STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS

After serving the community of North Vancouver for more than 55 years, the existing centre, built in 1966 is approaching the end of its useful life. The new HJCRC embraces the CNV's vision of *A Healthy City for All* by creating a welcoming, vibrant, and social heart of the community. Future generations of North Shore residents will enjoy the rejuvenation of this important amenity. This state of the art facility will help our residents maintain or improve health and wellness within our community, and inspire residents to be active and connected throughout their lives.

RESPECTFULLY SUBMITTED:

Dianna Foldi

Dianna Foldi,
Sr. Project Manager, Civic Development



 Department Manager	 Director	 CAO
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The Corporation of **THE CITY OF NORTH VANCOUVER**
OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

INFORMATION REPORT

To: Mayor Linda Buchanan and Members of Council

From: Gavin Duffus, Project Manager, Lonsdale Great Street

Subject: 2024–2028 CAPITAL PLAN-PROJECTS OVER \$500,000: LONSDALE GREAT STREET – FUNDING APPROPRIATION (PROJECT 10-47)

Date: April 11, 2024 File No: 13-6750-20-0010/1

	2024	2025	2026	2027	2028	Total
City Contributions	\$1,640,000	\$ -	\$ -	\$ -	\$ -	\$1,640,000
External Contrib.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$1,640,000	\$ -	\$ -	\$ -	\$ -	\$1,640,000

PURPOSE

The purpose of this report is to provide rationale for funding the next phase of the Lonsdale Great Street project in the amount of \$640,000 as part of the 2024 Capital Plan.

DISCUSSION

This report is to request appropriation for \$640,000 for the Lonsdale Great Street project. The Lonsdale Great Street project is a priority project in Council's Strategic Plan, which states "*Reimagine, revitalize and repurpose Central Lonsdale Avenue as a 'great street' to support commercial activity, enhance esthetics, walkability, vibrancy and history.*"

The Economic Development division is requesting funding to hire external consulting services to support the Lonsdale Great Street project. The Economic Development division is near ready to begin the RFP process for the consulting work and appropriation is required prior to issuing the RFP.

This significant project work will require the procurement of external expertise to undertake a significant amount of research, outreach, and planning and design work, amongst other areas of work, and will play a lead role in delivering on core project elements, including:

Date: April 11, 2024

- Extensive community and stakeholder engagement
- Urban planning
- Urban design, architecture and built form
- Sustainability
- Transit analysis
- Traffic and mobility analysis
- Infrastructure (including roads, utilities, etc) analysis
- Park, landscape and public realm design
- Quantity surveying
- Engineering analysis
- Land surveying and legal analysis
- Public art planning
- Preparation of a robust vision and implementation plan for Council consideration

FINANCIAL IMPLICATIONS

A total of \$640,000 in 2024 has been requested in the Capital Plan to enable the recruitment of external expertise to support the above identified work. Future budget requests related to project implementation will be the subject of future reports.

RESPECTFULLY SUBMITTED:



Gavin Duffus
Project Manager, Lonsdale Great Street

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THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 9015

**A Bylaw to authorize the expenditure of monies from the
Development Cost Charge (Parks) Reserve Fund
for the 2024 Capital Plan Appropriations.**

WHEREAS the entire City is listed in “Development Cost Charges Bylaw, 2016, No. 8471” as an area where development cost charges for parks will be levied;

AND WHEREAS the development of park land is a capital cost permitted to be paid using Development Cost Charge funds under Section 566 of the *Local Government Act*;

NOW THEREFORE the Council of The Corporation of the City of North Vancouver, in open meeting assembled, enacts as follows:

1. This Bylaw shall be known and cited for all purposes as “**Development Cost Charge (Parks) Reserve Fund Bylaw, 2024, No. 9015**” (2024 Capital Plan Funding).
2. The following amount is hereby appropriated from the Development Cost Charge (Parks) Reserve Fund for the purpose of funding:
 - A. \$49,500 for the “1600 Eastern Avenue Park Construction” project.

READ a first time on the <> day of <>, 2024.

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READ a third time on the <> day of <>, 2024.

ADOPTED on the <> day of <>, 2024.

MAYOR

CORPORATE OFFICER

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Department Manager	 Director	 CAO
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The Corporation of **THE CITY OF NORTH VANCOUVER**
FINANCE DEPARTMENT

REPORT

To: Mayor Linda Buchanan and Members of Council

From: Larry Sawrenko, Chief Financial Officer

Subject: 2024 TAX RATES BYLAW

Date: April 10, 2024

File No: 05-1970-05-0005/2024

The following is a suggested recommendation only. Refer to Council Minutes for adopted resolution.

RECOMMENDATION

PURSUANT to the report of the Chief Financial Officer, dated April 10, 2024, entitled "2024 Tax Rates Bylaw":

THAT "Tax Rates Bylaw, 2024, No. 9017" be considered.

ATTACHMENTS

1. Proposed "Tax Rates Bylaw, 2024, No. 9017" (CityDocs [2499888](#))

PURPOSE

The purpose of this report is to seek Council approval for the 2024 Tax Rates Bylaw.

DISCUSSION

The Community Charter requires the preparation and adoption of a Tax Rates Bylaw, after adoption of the Financial Plan but before May 15th each year. The property tax rates are set each year to enable CNV to collect the tax levy that is required in the Financial Plan.

The Tax Rate Bylaw presented for endorsement reflects the 6.9% tax rate increase endorsed by Council at the March 11th, 2024 Regular Council meeting and the "across

the board” tax rate distribution option endorsed by Council at the April 8th, 2024 Regular Council meeting.

The 2024 Tax Rates Bylaw contains the following schedules:

- Schedule A** - Rates required for CNV’s total general municipal tax revenue
- Schedule B** - Rates required for the CNV’s storm drainage levy
- Schedule C** - Rates required for the CNV’s eco levy
- Schedule D** - Rates required for the Metro Vancouver Regional District tax

The storm drainage and eco levy rates in schedules B and C reflect the CNV utilities budgets endorsed by Council on December 4, 2023.

The Metro Vancouver Regional District (“MV”) tax rates are as required to collect the MV 2024 tax requisition included in MV’s Bylaw 1371, 2023 relating to its most recent Financial Plan for the years 2024-2028, adopted by the MV Board of Directors on October 27, 2023.

Note that the other governmental agencies (School, TransLink, BC Assessment and the Municipal Finance Authority) will set and approve their own respective rates separate from CNV’s Tax Rate Bylaw.

FINANCIAL IMPLICATIONS

Financial implications have been addressed in detail during the 2024 – 2028 Financial Planning process.

STRATEGIC PLAN IMPLICATIONS

The preparation and approval of a Tax Rates Bylaw is a critical step in CNV’s financial planning process. The property taxes collected through the Bylaw will provide funding for programs and projects in support of the vision and priorities of the 2022-2026 Council Strategic Plan.

RESPECTFULLY SUBMITTED:



Larry Sawrenko
Chief Financial Officer

THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 9017

**A bylaw for imposing property value taxes on land and improvements
in the City of North Vancouver for the year 2024.**

WHEREAS it is provided under Section 197(1) of the *Community Charter* being, that the Council must, each year after adoption of the financial plan but before the 15th day of May, subject to the provisions and restrictions of the *Community Charter* contained, pass a bylaw to impose property value taxes on all land and improvements according to the assessed value thereof, for the purpose enumerated and set forth in Section 197(1) of the *Community Charter*,

WHEREAS the Council of The Corporation of the City of North Vancouver deems it necessary and expedient to pass a bylaw for imposing a property value tax on all taxable land and improvements, according to the assessed value thereof, on the last Revised Assessment roll for The Corporation of the City of North Vancouver, the rates thereafter imposed and levied for purpose hereinafter stated;

WHEREAS for General and Debt purposes, according to the last Revised Assessment Roll of the City, the amount of the assessed value of the taxable land and taxable improvements is \$33,577,876,823;

AND WHEREAS for the Regional Hospital purposes, according to the last Revised Assessment roll of the City, the amount of the assessed value of the taxable land and taxable improvements is \$33,601,226,323;

NOW THEREFORE the Council of The Corporation of the City of North Vancouver, in open meeting assembled, enacts as follows:

1. This Bylaw shall be known and cited for all purposes as “**Tax Rates Bylaw, 2024, No. 9017**”.
2. The following rates are hereby imposed and levied for the year 2024:
 - A. For all lawful general purposes of the municipality on the assessed value of land and improvements taxable for general municipal purposes, rates appearing on Schedule “A” attached hereto and forming a part hereof.
 - B. For the storm drainage purposes on the assessed value of land and improvements taxable for general municipal purposes, rates appearing on Schedule “B” attached hereto and forming a part hereof.
 - C. For the eco levy purposes on the assessed value of land and improvements taxable for general municipal purposes, rates appearing on Schedule “C” attached hereto and forming a part hereof.
 - D. For the City’s appropriate share of the monies required for the operating fund of the Metro Vancouver Regional District for the year 2024, on the assessed value of land and improvements taxable for Regional Hospital District purposes, rates appearing on Schedule “D” attached hereto and forming a part hereof.

3. The minimum amount of taxation upon a parcel of real property shall be One Hundred Dollars (\$100.00) for property owners 65 years of age and over and Three Hundred and Fifty Dollars (\$350.00) for property owners under 65 years of age.

READ a first time on the <> day of <>, 2024.

READ a second time on the <> day of <>, 2024.

READ a third time on the <> day of <>, 2024.

ADOPTED on the <> day of <>, 2024.

MAYOR

CORPORATE OFFICER

SCHEDULE "A"

2024 Tax Rates (\$'s of tax per \$1,000 taxable value)

Property Class	Municipal General
1. Residential	1.65756
2. Utilities	37.47356
4. Major Industry	25.76307
4. Major Industry (With Provincial Cap)	25.76307
4. Major Industry (With Provincial Cap for new investment)	21.07888
5. Light Industry	5.31567
6. Business	5.31567
8. Recreation/Non Profit	1.89010

SCHEDULE "B"

2024 Tax Rates (\$'s of tax per \$1,000 taxable value)

Property Class	Storm Drainage
1. Residential	0.08415
2. Utilities	1.90238
4. Major Industry	1.30789
4. Major Industry (With Provincial Cap)	1.30789
4. Major Industry (With Provincial Cap for new investment)	1.07009
5. Light Industrial	0.26985
6. Business	0.26985
8. Recreation/Non Profit	0.09595

SCHEDULE "C"

2024 Tax Rates (\$'s of tax per \$1,000 taxable value)

Property Class	Eco Levy
1. Residential	0.02760
2. Utilities	0.62406
4. Major Industry	0.42904
4. Major Industry (With Provincial Cap)	0.42904
4. Major Industry (With Provincial Cap for new investment)	0.35103
5. Light Industry	0.08852
6. Business	0.08852
8. Recreation/Non Profit	0.03148

SCHEDULE "D"

2024 Tax Rates (\$'s of tax per \$1,000 taxable value)

Property Class	Metro Vancouver Regional District
1. Residential	0.05718
2. Utilities	0.20011
4. Major Industry	0.19439
5. Light Industry	0.19439
6. Business	0.14008
8. Recreation/Non Profit	0.05717



 Department Manager	 Director	 CAO
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The Corporation of **THE CITY OF NORTH VANCOUVER**
OFFICE OF THE DEPUTY CHIEF ADMINISTRATIVE OFFICER

REPORT

To: Mayor Linda Buchanan and Members of Council

From: Heidi Granger, City Solicitor

Subject: PUBLIC HEARING PROHIBITION FOR REZONINGS FOR
RESIDENTIAL DEVELOPMENTS

Date: April 16, 2024 File No: 06-2210-01-0001/2024

The following is a suggested recommendation only. Refer to Council Minutes for adopted resolution.

RECOMMENDATION

PURSUANT to the report of the City Solicitor, dated April 16, 2024, entitled “Public Hearing Prohibition for Rezonings for Residential Developments”:

THAT the report of the City Solicitor, dated April 16, 2024, entitled “Public Hearing Prohibition for Rezonings for Residential Developments”, be received for information.

ATTACHMENTS

1. Division 3, Part 14, *Local Government Act* (CityDocs [2511094](#))
2. Template Notice when Public Hearing Prohibited (CityDocs [2510846](#))

SUMMARY

This report provides information to the Mayor and members of Council about recent changes made by the Province to the *Local Government Act* (LGA) that prohibit local governments from holding public hearings for certain residential developments. This report also provides an update to Council on changes to processes regarding public notification and verbal submissions on proposed residential developments during Public Input Period.

BACKGROUND

Pursuant to recent amendments made by the Province to Section 464(3) of the LGA, which came into force on November 30, 2023, the City is now prohibited from holding a public hearing on a proposed rezoning bylaw if:

1. An Official Community Plan (OCP) is in effect for the subject area;
2. The zoning bylaw is consistent with the OCP (i.e. an OCP amendment bylaw is not required);
3. The sole purpose of the bylaw is to permit a development that is in whole or part residential; and
4. The gross floor area (GFA) of the residential component is more than 50% of the development's GFA.

Unlike the language in the LGA prior to November, 2021 which allowed Council to waive a public hearing, and the post-November 2021 language providing that public hearings were no longer required for OCP-compliant rezoning bylaws, the current language in the LGA is an express legislative prohibition, making it unlawful to hold a public hearing if the above factors apply. This is no longer discretionary. Staff want to make Council aware of this prohibition and also want to ensure that members of the public are aware of this change and how it affects public engagement.

DISCUSSION

The City has been meeting the requirements of the LGA since the changes to Section 464(3) came into effect but are still in the process of aligning City communications and procedures with the changes. The intent is to ensure compliance with the legislation but also ensure that that members of the public can meaningfully engage with the City on proposed residential developments.

In accordance with Section 467 of the LGA, when the City is prohibited from holding a public hearing under Section 464(3), it must publish a notice prior to First Reading in a newspaper that is distributed at least weekly in the area affected by the rezoning, once each week for two consecutive weeks, with the last publication of the notice being not less than 3 days and not more than ten days before the bylaw is considered by Council for First Reading. The City typically publishes its notices in the North Shore News, and the revised notice template (Attachment 2) now references the applicable LGA sections. The published notice must state:

1. The time and date of First Reading;
2. The place of First Reading;
3. If the meeting is conducted by means of electronic or other communication facilities, the way in which the hearing is to be conducted by those means;
4. In general terms, the purpose of the bylaw;
5. The land or lands that are the subject of the bylaw; and
6. The place where and the times and dates when copies of the bylaw may be inspected.

The City also posts information on development applications on its public website and encourages applicants to notify the public about the application and conduct Preliminary Public Consultation before submitting an application, which may involve mailouts and door-to-door visits or a neighbourhood meeting. Applicants are then also asked to hold Developer Information Sessions so that the public can share early input. Information on this process can be found on the City's website, which is in the process of being updated to provide clarity on the new prohibition for OCP-compliant residential developments.

The LGA also allows the City to require the posting of a public notice on the land itself and to specify what is in that notice. This is referenced in the Development Procedures Bylaw, and staff intend to update the requirements for signage for OCP-compliant residential developments to advise the public when a public hearing on the proposed bylaw is prohibited by the Province under the LGA. Staff will also advise Council on any other changes that may be required as we adapt to the new legislation.

Public Hearings must still be held for amendments to the OCP, and Council may still decide to hold public hearings for non-residential OCP-compliant developments and developments where the residential gross floor area is less than 50% of the development. Staff will advise Council of the applicable process in the planning reports so that Council is aware of what engagement and notification has occurred for each application. Similarly, the Active Applications section of the City's website will be updated with the applicable processes.

Staff have also given consideration to the ability for public to make submissions on proposed OCP-compliant residential development applications and related bylaws during Public Input Period. Section 12.25(2) of the Council Procedure Bylaw prevents people from making submissions on zoning bylaws during the Public Input Period unless it is the public hearing for the application, so this was not an issue in the past – people could make submissions at the Public Hearing. However, with the recent changes from the Province, staff have considered whether in-person submissions at a Public Input Period about a rezoning application and related rezoning bylaw for which a public hearing is prohibited should be allowed as there a risk that this may be seen as a *de facto* public hearing. Staff have also considered whether this would change if in-person submissions are made before the bylaw is publicly posted. At present, this is not contemplated in the LGA since Public Input Periods are not a legislated process, and this subject has not been considered by the courts, nor has the Province advised on best practices.

Given the lack of guidance from the Province, and acknowledging the risk of being inconsistent with the LGA, staff are still working through the timing of some of these processes but intend to proceed on the basis that in-person submissions about a proposed development that will be the subject of a rezoning bylaw for which a public hearing is prohibited by the LGA should not be made during Public Input Period. This will be a change in procedure. Members of the public may make written submissions, via the Corporate Officer, which can be accepted up to 12:00 of the day of the meeting. These will be shared with Council for consideration but Council will not respond directly to these submissions. This will be communicated by new signage at the Public Input Period sign-up sheet and on the City's website. Members of the public may still make

general submissions about development in the City but not in-person at a Public Input Period specific to an OCP-compliant residential development that will be the subject of a rezoning bylaw.

FINANCIAL IMPLICATIONS

There are no known financial implications arising from this change in procedures.

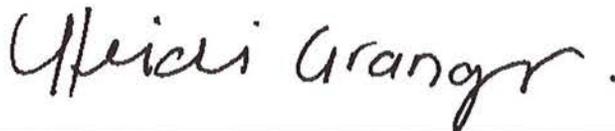
INTER-DEPARTMENTAL IMPLICATIONS

This matter will require work to be done by the City Solicitor, Corporate Officer, Communications and Engagement, and Planning and Development.

STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS

City processes and communications will be revised to reflect the changes outlined in this report. Staff may also be required to prepare bylaw amendments for Council's consideration. When the OCP is updated, references to the need for public hearings that are no longer required or prohibited will also be updated to reflect the current provisions of the LGA as the OCP needs to be consistent with the LGA.

RESPECTFULLY SUBMITTED:



Heidi Granger
City Solicitor

This Act is current to April 9, 2024

See the [Tables of Legislative Changes](#) for this Act's legislative history, including any changes not in force.

LOCAL GOVERNMENT ACT

[RSBC 2015] CHAPTER 1

Deposited with Clerk of the Legislative Assembly on December 16, 2015

Part 14 — Planning and Land Use Management

Division 3 — Public Hearings on Planning and Land Use Bylaws

When public hearing is required

464 (1) Subject to this section, a local government must not adopt

- (a) an official community plan bylaw,
- (b) a zoning bylaw, or
- (c) a bylaw under section 548 *[early termination of land use contracts]*

without holding a public hearing on the bylaw for the purpose of allowing the public to make representations to the local government respecting matters contained in the proposed bylaw.

(2) Subject to this section, a local government is not required to hold a public hearing on a proposed zoning bylaw if

- (a) an official community plan is in effect for the area that is the subject of the zoning bylaw, and
- (b) the bylaw is consistent with the official community plan.

(3) A local government must not hold a public hearing on a proposed zoning bylaw if

- (a) an official community plan is in effect for the area that is the subject of the zoning bylaw,
- (b) the bylaw is consistent with the official community plan,
- (c) the sole purpose of the bylaw is to permit a development that is, in whole or in part, a residential development, and
- (d) the residential component of the development accounts for at least half of the gross floor area of all buildings and other structures proposed as part of the development.

(4) A local government must not hold a public hearing on a zoning bylaw proposed for the sole purpose of complying with section 481.3 *[zoning bylaws and small-scale multi-family housing]*.

Public hearing procedures

465 (1) A public hearing referred to in section 464 must be held after first reading of the bylaw and before third reading.

- (1.1) Subject to subsection (1.2), a public hearing referred to in section 464 may be conducted by means of electronic or other communication facilities.
- (1.2) The facilities referred to in subsection (1.1) must enable the public hearing's participants to hear, or watch and hear, each other.
- (2) At the public hearing, all persons who believe that their interest in property is affected by the proposed bylaw must be afforded a reasonable opportunity to be heard or to present written submissions respecting matters contained in the bylaw that is the subject of the hearing.
- (3) Subject to subsection (2), the chair of the public hearing may establish procedural rules for the conduct of the hearing.
- (4) More than one bylaw may be considered at a public hearing and more than one bylaw may be included in a notice of public hearing.
- (5) A written report of each public hearing, containing a summary of the nature of the representations respecting the bylaw that were made at the hearing, must be prepared and maintained as a public record.
- (6) A report under subsection (5) must be certified as being fair and accurate by the person preparing the report and, if applicable, by the person to whom the hearing was delegated under section 469.
- (7) A public hearing may be adjourned and no further notice of the hearing is necessary if the following are stated to those in attendance at the time the hearing is adjourned:
 - (a) the time and date of the resumption of the hearing;
 - (b) the place of the resumed hearing, if applicable;
 - (c) the way in which the hearing is to be conducted by means of electronic or other communication facilities, if applicable.

Notice of public hearing

- 466** (1) If a public hearing referred to in section 464 is to be held, the local government must give notice of the hearing
- (a) in accordance with this section, and
 - (b) in the case of a public hearing on an official community plan that includes a schedule under section 614 (3) (b) [*designation of heritage conservation area*], in accordance with section 592 [*giving notice to owners and occupiers*].
- (2) The notice must state the following:
- (a) the time and date of the hearing;
 - (b) the place of the hearing, if applicable;
 - (b.1) if the hearing is conducted by means of electronic or other communication facilities, the way in which the hearing is to be conducted by those means;
 - (c) in general terms, the purpose of the bylaw;
 - (d) the land or lands that are the subject of the bylaw;
 - (e) the place where and the times and dates when copies of the bylaw may be inspected.

- (3) The notice must be published in accordance with section 94 [*requirements for public notice*] of the *Community Charter*.
- (3.1) If the local government has adopted a bylaw under section 94.2 [*bylaw to provide for alternative means of publication*] of the *Community Charter*, the notice must be published by at least one of the means of publication specified in the bylaw not less than 3 days and not more than 10 days before the public hearing.
- (3.2) If the local government has not adopted a bylaw under section 94.2 of the *Community Charter*, the last publication of the notice must be not less than 3 days and not more than 10 days before the public hearing.
- (4) If the bylaw in relation to which the notice is given alters the permitted use or density of any area or the residential rental tenure in any area, or limits the form of tenure to residential rental tenure in any area, the notice must
- (a) subject to subsection (6), include a sketch that shows the area that is the subject of the bylaw alteration, including the name of adjoining roads if applicable, and
 - (b) be mailed or otherwise delivered at least 10 days before the public hearing
 - (i) to the owners, as shown on the assessment roll as at the date of the first reading of the bylaw, and
 - (ii) to any tenants in occupation, as at the date of the mailing or delivery of the notice, of all parcels, any part of which is the subject of the bylaw alteration or is within a distance specified by bylaw from that part of the area that is subject to the bylaw alteration.
- (5) If the bylaw in relation to which the notice is given is a bylaw under section 548 [*early termination of land use contracts*], the notice must
- (a) subject to subsection (6), include a sketch that shows the area subject to the land use contract that the bylaw will terminate, including the name of adjoining roads if applicable, and
 - (b) be mailed or otherwise delivered at least 10 days before the public hearing
 - (i) to the owners, as shown on the assessment roll as at the date of the first reading of the bylaw, and
 - (ii) to any tenants in occupation, as at the date of the mailing or delivery of the notice, of all parcels, any part of which is subject to the land use contract that the bylaw will terminate or is within a distance specified by bylaw from that part of the area that is subject to that land use contract.
- (6) If the location of the land can be clearly identified in the notice in a manner other than a sketch, it may be identified in that manner.
- (7) Subsection (4) does not apply if 10 or more parcels owned by 10 or more persons are the subject of the bylaw alteration.
- (8) The obligation to deliver a notice under subsection (4) or (5) is satisfied if a reasonable effort was made to mail or otherwise deliver the notice.

Notice if public hearing not held

- 467 (1) If a local government decides not to hold, or is prohibited from holding, a public hearing referred to in section 464 (2), (3) or (4) [*public hearing not required, or prohibited, for certain zoning bylaws*] on a

proposed zoning bylaw, it must give notice in accordance with this section.

(2) The notice must state the following:

- (a) in general terms, the purpose of the zoning bylaw;
- (b) the land or lands that are the subject of the bylaw;
- (c) the date of the first reading of the bylaw;
- (d) the place where and the times and dates when copies of the bylaw may be inspected.

(3) Section 466 (3) to (4) and (6) to (8) applies to a notice under this section, except that

- (a) a reference in that section to a public hearing is to be read as a reference to the first reading of the bylaw, and
- (b) the reference in subsection (4) (b) (i) of that section to the date of the first reading of the bylaw is to be read as a reference to the date of the mailing or delivery of the notice.

Posted notices respecting proposed bylaws

468 (1) Without limiting the obligations to give notice under sections 466 and 467, a local government may, by bylaw,

- (a) require the posting of a notice on land that is the subject of a bylaw, and
- (b) specify the size, form and content of the notice and the manner in which and the locations where it must be posted.

(2) Specifications under subsection (1) (b) may be different for different areas, zones, uses within a zone and parcel sizes.

Delegation of public hearings

469 (1) If a local government makes a delegation in relation to one or more public hearings,

- (a) that delegation does not apply to a hearing unless the notice of hearing under section 466 includes notice that the hearing is to be held by a delegate, and
- (b) the resolution or bylaw making the delegation must be available for public inspection along with copies of the bylaw referred to in section 466 (2) (e).

(2) If the holding of a public hearing is delegated, the local government must not adopt the bylaw that is the subject of the hearing until the delegate reports to the local government, either orally or in writing, the views expressed at the hearing.

Procedure after public hearing

470 (1) After a public hearing, the council or board may, without further notice or hearing,

- (a) adopt or defeat the bylaw, or
- (b) alter and then adopt the bylaw, provided that the alteration does not
 - (i) do any of the following:
 - (A) alter the use;
 - (B) increase the density;
 - (C) without the owner's consent, decrease the density

of any area from that originally specified in the bylaw, or

(ii) alter the bylaw in relation to residential rental tenure in any area.

(2) A member of a council or board who

(a) is entitled to vote on a bylaw that was the subject of a public hearing, and

(b) was not present at the public hearing

may vote on the adoption of the bylaw if an oral or written report of the public hearing has been given to the member in accordance with subsection (3).

(3) The report referred to in subsection (2) must be given to the member by

(a) an officer or employee of the local government, or

(b) if applicable, the delegate who conducted the public hearing.

(4) After a public hearing referred to in section 464 or third reading following notice under section 467 [*notice if public hearing not held*], a court must not quash or declare invalid the bylaw on the grounds that an owner or occupier

(a) did not see or receive the notice under section 466 or 467, if the court is satisfied that there was a reasonable effort to mail or otherwise deliver the notice, or

(b) who attended the public hearing or who can otherwise be shown to have been aware of the hearing, did not see or receive the notice, and was not prejudiced by not seeing or receiving it.

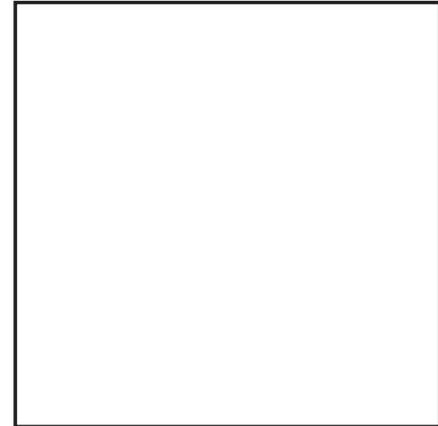


Notice of Proposed Zoning Amendment Bylaw - No Public Hearing

Zoning Amendment Bylaw No. #####, 202#
ADDRESS

Purpose: The purpose of the proposed Bylaw is to _____
description here

Subject Lands: The lands that are the subject of the
proposed Bylaw are shown on the inset map, with a civic
address of _____.
Legal Description: Lot #, Block #, DL #, Plan #



Bylaw Readings: Consideration of first, second and third readings of the proposed
Bylaw will be at the **Regular Council Meeting on DATE, 202#.**

Access Documents: A copy of the proposed Bylaw is available for inspection online
anytime at **cnv.org/PublicNotices** from DATE to DATE, 202#.

Provide input: Written submissions only, including your name and address,
may be addressed to the Corporate Officer and sent by email to input@cnv.org, or
by mail or delivered to City Hall, **no later than noon on Monday, DATE, 202#**, to
ensure availability to Council at the meeting. No Public Hearing will be held, as it
is prohibited by section 464(3) of the *Local Government Act*. **No public in-person or
online submissions on this matter will be heard at the Council meeting.**

Watch the Meeting: Online at cnv.org/LiveStreaming or in person at City Hall, 141
West 14th Street. Enter City Hall from 13th Street after 5:30pm.

Questions? Staff Name, Planner, planning@cnv.org / 604-982-9675

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