



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, JUNE 12, 2023 AT 6:00 PM

“Live” Broadcast via City Website www.cnv.org/LiveStreaming
Complete Agenda Package available at www.cnv.org/CouncilMeetings

The City of North Vancouver acknowledges that this Council meeting is held on the traditional territories of the Squamish and Tsleil-Waututh Nations.

CALL TO ORDER

APPROVAL OF AGENDA

1. Regular Council Meeting Agenda, June 12, 2023

ADOPTION OF MINUTES

2. Regular Council Meeting Minutes, June 5, 2023

PUBLIC INPUT PERIOD

CONSENT AGENDA

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

BYLAW – ADOPTION

- *3. “Highways Establishing Bylaw, 2023, No. 8975” (Dedication of Lot 1 in the 1000-1200 Block of Cotton Road as Road)

PRESENTATIONS

2022 Report to Our Community – Chief Librarian and Board Chair, North Vancouver City Library

Information Report, May 31, 2023 – “City Library 2022 Report to Our Community”

Community Engagement Framework – Acting Director, Community and Partner Engagement, and Communications and Engagement Officer

REPORT

4. Community Engagement Framework Plan and Process

PRESENTATION

Public Safety – Fire and Bylaw Services 2022 Annual Report – Fire Chief and Director, Prevention and Public Safety, and Manager, Bylaw Services

Information Report, May 31, 2023 – “2022 Bylaw Services Overview”

REPORTS

5. Child Care Business Licence Application BUS-33823 – Lifeway Child Care Centre (532 East 4th Street) – Initial Consideration

Information Report, May 31, 2023 – “Lifeway Child Care Centre (532 East 4th Street) – Historical Interactions Summary”

6. 2023 Round One Community Grant Recommendations
7. 2023 Appropriations #2

BYLAW – FIRST AND SECOND AND THIRD READINGS

8. “Development Cost Charge (Transportation) Reserve Fund Bylaw, 2023, No. 8977” (2023 Capital Plan Funding)

REPORTS

9. North Shore Neighbourhood House – Site Preparation Project – Request for Additional Funding
10. Dedication of City Lands in the 300 Block of Forbes Avenue as Highway

BYLAW – FIRST AND SECOND AND THIRD READINGS

11. “Highways Establishing Bylaw, 2023, No. 8969” (Dedication of Lots K and L in the 300 Block of Forbes Avenue as Highway)

REPORT

12. Preliminary Report – Early Consideration of OCP Amendment Application for the Capilano Mall (QuadReal Property Group / Dialog)

NOTICE OF MOTION

13. Support for Individuals Utilizing Illicit Drugs – Mayor Buchanan

PUBLIC CLARIFICATION PERIOD

COUNCIL INQUIRIES / REPORTS

NEW ITEMS OF BUSINESS

NOTICE OF MOTION

RECESS TO CLOSED SESSION

REPORT OF THE COMMITTEE OF THE WHOLE (CLOSED SESSION)

ADJOURN

CALL TO ORDER

APPROVAL OF AGENDA

1. Regular Council Meeting Agenda, June 12, 2023

ADOPTION OF MINUTES

2. Regular Council Meeting Minutes, June 5, 2023

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 5:55pm 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 604-990-4230. 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).

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 his/her surname”. Councillors should be addressed as “Councillor, followed by his/her 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. “Highways Establishing Bylaw, 2023, No. 8975” (Dedication of Lot 1 in the 1000-1200 Block of Cotton Road as Road)

RECOMMENDATION:

THAT “Highways Establishing Bylaw, 2023, No. 8975” (Dedication of Lot 1 in the 1000-1200 Block of Cotton Road as Road) be adopted, signed by the Mayor and Corporate Officer and affixed with the corporate seal.

END OF CONSENT AGENDA

PRESENTATIONS

2022 Report to Our Community – Chief Librarian and Board Chair, North Vancouver City Library

Information Report, May 31, 2023 – “City Library 2022 Report to Our Community”

Community Engagement Framework – Acting Director, Community and Partner Engagement, and Communications and Engagement Officer

Item 4 refers.

REPORT

4. Community Engagement Framework Plan and Process
– File: 04-1465-08-0001/2023

Report: Acting Director, Community and Partner Engagement, and
Communications and Engagement Officer, May 26, 2023

RECOMMENDATION:

PURSUANT to the report of the Acting Director, Community and Partner Engagement, and Engagement Officer, dated May 26, 2023, entitled “Community Engagement Framework Plan and Process”:

THAT staff be directed to proceed with the proposed plan to engage with the community to build an Engagement Framework that will guide the City’s approach to public participation and the engagement process to inform City decision making.

PRESENTATION

Public Safety – Fire and Bylaw Services 2022 Annual Report – Fire Chief and Director, Prevention and Public Safety, and Manager, Bylaw Services

Information Report, May 31, 2023 – “2022 Bylaw Services Overview”

REPORTS

5. Child Care Business Licence Application BUS-33823 – Lifeway Child Care Centre (532 East 4th Street) – File: 13-6750-10-0001/1

Report: Business Licence Inspector, April 26, 2023

RECOMMENDATION:

PURSUANT to the report of the Business Licence Inspector, dated April 26, 2023, entitled “Child Care Business Licence Application BUS-33823 – Lifeway Child Care Centre (532 East 4th Street)”:

THAT the Public Meeting be waived for Business Licence Application BUS-33823;

AND THAT staff bring forward Business Licence Application BUS-33823 for Council approval.

Deferred from the Special Regular Council meeting of May 8, 2023.

Information Report, May 31, 2023 – “Lifeway Child Care Centre (532 East 4th Street) – Historical Interactions Summary”

REPORTS – Continued

6. 2023 Round One Community Grant Recommendations
– File: 05-1850-20-0005/2023

Report: Community Planner, Long Range and Community Planning,
May 24, 2023

RECOMMENDATION:

PURSUANT to the report of the Community Planner, Long Range and Community Planning, dated May 24, 2023, entitled “2023 Round One Community Grant Recommendations”:

THAT the Round One 2023 Community Grants be awarded to the list of organizations as proposed in the report, in the total amount of \$137,200, with funds allocated from the 2023 Community Grants budget;

THAT the funded and non-funded grants be listed in the Minutes, in full;

AND THAT the members of the Social Planning Advisory Committee be thanked for their time and participation with the grant selection process.

7. 2023 Appropriations #2 – File: 05-1705-30-0019/2023

Report: Chief Financial Officer, May 31, 2023

RECOMMENDATION:

PURSUANT to the report of the Chief Financial Officer, dated May 31, 2023, entitled “2023 Appropriations #2”:

THAT (Funding Appropriation #2318) an amount of \$1,633,536 be appropriated from the General Capital Reserve for the purpose of funding the 2023-2027 Capital Plan;

THAT (Funding Appropriation #2319) an amount of \$657,740 be appropriated from the Affordable Housing Reserve for the purpose of funding the 2023-2027 Capital Plan;

THAT (Funding Appropriation #2320) an amount of \$120,000 be appropriated from the Carbon Reserve for the purpose of funding the 2023-2027 Capital Plan;

THAT (Funding Appropriation #2321) an amount of \$1,362,067 be appropriated from the Tax Sale Land Interest Reserve for the purpose of funding the 2023-2027 Capital Plan;

Continued...

REPORTS – Continued

7. 2023 Appropriations #2 – File: 05-1705-30-0019/2023 – Continued

THAT (Funding Appropriation #2322) an amount of \$237,350 be appropriated from the Civic Amenity Reserve for the purpose of funding the 2023-2027 Capital Plan;

THAT (Funding Appropriation #2323) an amount of \$288,133 be appropriated from the Infrastructure Reserve for the purpose of funding the 2023-2027 Capital Plan;

THAT (Funding Appropriation #2324) an amount of \$85,000 be appropriated from the Public Art Reserve for the purpose of funding the 2023-2027 Capital Plan;

THAT (Funding Appropriation #2325) an amount of \$9,323 be appropriated from the Child Care Reserve for the purpose of funding the 2023-2027 Capital Plan;

THAT (Funding Appropriation #2326) an amount of \$8,877 be appropriated from the Lower Lonsdale Amenity Reserve for the purpose of funding the 2023-2027 Capital Plan;

THAT “Development Cost Charge (Transportation) Reserve Fund Bylaw, 2023, No. 8977” (2023 Project Plan Funding), a Bylaw to appropriate an amount of \$232,650 from DCC (Transportation) Reserve Fund to fund the 2023-2027 Capital Plan, be considered;

AND THAT should any of the above amounts remain unexpended as at December 31, 2026, the unexpended balances shall be returned to the credit of the respective reserve.

Item 8 refers.

BYLAW – FIRST, SECOND AND THIRD READINGS

8. “Development Cost Charge (Transportation) Reserve Fund Bylaw, 2023, No. 8977” (2023 Capital Plan Funding)

RECOMMENDATION:

THAT “Development Cost Charge (Transportation) Reserve Fund Bylaw, 2023, No. 8977” (2023 Capital Plan Funding)” be given first, second and third readings.

REPORTS

9. North Shore Neighbourhood House – Site Preparation Project – Request for Additional Funding – File: 02-0800-30-0028/1

Report: Deputy Director, Strategic and Corporate Services, May 31, 2023

RECOMMENDATION:

PURSUANT to the report of the Deputy Director, Strategic and Corporate Services, dated May 31, 2023, entitled “North Shore Neighbourhood House (NSNH) – Site Preparation Project – Request for Additional Funding”:

THAT the project funding be increased to align with recent cost estimate to complete the project;

THAT (Funding Appropriation #2327) an amount of \$985,000 be appropriated from the Tax Sale Land (TSL) Principal Reserve for the purpose of funding the “Strategic Land Acquisition” project included in the 2023-2027 Capital Plan;

THAT (Funding Appropriation #2327) be transferred to “NSNH Site Preparation Project”;

THAT an amount of \$50,000 be transferred from Safe Restart Grant – Childcare Initiatives Project (47176) to support NSNH Site Preparation Project;

THAT an amount of \$75,000 be transferred from New Community Gardens Project (50204) to support NSNH Site Preparation Project;

THAT an amount of \$140,000 be transferred from 2022 Non-City Use Maintenance and Repair Project (45347) to support NSNH Site Preparation Project;

AND THAT should any of the amounts remain unexpended as at December 31, 2025, the unexpended balances shall be returned to the credit of the respective fund.

REPORTS – Continued

10. Dedication of City Lands in the 300 Block of Forbes Avenue as Highway
– File: 11-5400-20-0027/1

Report: Manager, Real Estate, May 31, 2023

RECOMMENDATION:

PURSUANT to the report of the Manager, Real Estate, dated May 31, 2023, entitled “Dedication of City Lands in the 300 Block of Forbes Avenue as Highway”:

THAT “Highways Establishing Bylaw, 2023, No. 8969” (Dedication of Lots K and L in the 300 Block of Forbes Avenue as Highway) be considered;

AND THAT the Mayor and Corporate Officer be authorized to sign the necessary documentation to give effect to this motion.

Item 11 refers.

BYLAW – FIRST, SECOND AND THIRD READINGS

11. “Highways Establishing Bylaw, 2023, No. 8969” (Dedication of Lots K and L in the 300 Block of Forbes Avenue as Highway)

RECOMMENDATION:

THAT “Highways Establishing Bylaw, 2023, No. 8969” (Dedication of Lots K and L in the 300 Block of Forbes Avenue as Highway) be given first, second and third readings.

REPORT

12. Preliminary Report – Early Consideration of OCP Amendment Application for the Capilano Mall (QuadReal Property Group / Dialog) – File: 08-3030-20-0333/1

Report: Planner 2, May 31, 2023

RECOMMENDATION:

PURSUANT to the report of the Planner 2, dated May 31, 2023, entitled “Preliminary Report – Early Consideration of OCP Amendment Application for the Capilano Mall (QuadReal Property Group / Dialog)”:

THAT staff be directed to process the Official Community Plan amendment application for the Capilano Mall with QuadReal Property Group and guide the master planning process;

AND THAT staff be directed to report back on the outcomes of a cost recovery approach for this application.

NOTICE OF MOTION

13. Support for Individuals Utilizing Illicit Drugs – File: 10-4900-03-0001/2023

Submitted by Mayor Buchanan

RECOMMENDATION:

WHEREAS the Province of British Columbia implemented a 3-year exemption from Health Canada on January 31, 2023 to decriminalize the possession of certain illegal drugs;

WHEREAS the agreement between Health Canada and the Province was to include consultation by the Province with municipalities, which did not occur;

WHEREAS the City of North Vancouver supports the Province in measures to reduce the stigma and barriers that prevent people from accessing services and supports;

WHEREAS individuals who use illegal drugs require wrap-around provincial health services to support their recovery;

WHEREAS there has been an increase in the use of illegal drugs in public spaces subsequent to implementation of the decriminalization pilot project;

AND WHEREAS municipalities have the responsibility for both community safety and stewardship of community assets, including the well-being and safety of all individuals utilizing community assets;

THEREFORE BE IT RESOLVED THAT the Mayor, on behalf of Council, be authorized to advocate to the Province to implement the required supports for individuals utilizing illegal drugs to be well and safe, including the provision of space for individuals to receive support;

THAT that Mayor write to the local Medical Health Officer to request their presence at the local Public Safety Committee to work collaboratively to provide a comprehensive approach, outlining the specific roles and responsibilities of each partner, for education, programs and services that support people using illicit drugs;

AND THAT staff be directed to research different ways to protect public spaces frequented by children, families and other vulnerable individuals from nuisances, disturbances and unsafe activity.

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

NOTICE OF MOTION

RECESS TO CLOSED SESSION

THAT Council recess to the Committee of the Whole, Closed Session, pursuant to the *Community Charter*, Sections 90(1)(e) [land matter], 90(1)(j) [information privacy] and 90(2)(b) [intergovernmental relations].

REPORT OF THE COMMITTEE OF THE WHOLE (CLOSED SESSION)

ADJOURN

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**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, JUNE 5, 2023**

PRESENT

COUNCIL MEMBERS

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

ABSENT

Mayor L. Buchanan

STAFF MEMBERS

L. McCarthy, CAO
K. Graham, Corporate Officer
B. Pearce, Deputy CAO / Director, Strategic and Corporate Services
L. Sawrenko, Chief Financial Officer
K. Magnusson, Director, Engineering, Parks and Environment
S. Galloway, Director, Planning and Development
J. Robertson, Acting Director, Community and Partner Engagement
E. Dicken, Director, NSEM
K. Magnusson, Director, Engineering, Parks and Environment
R. Basi, Manager, Development Planning
L. Maultsaid-Blair, Development Planner
C. Bulman, Committee and Records Clerk
T. Huckell, Administrative Assistant

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

APPROVAL OF AGENDA

Moved by Councillor McIlroy, seconded by Councillor Valente

1. Regular Council Meeting Agenda, June 5, 2023

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

Moved by Councillor Bell, seconded by Councillor McIlroy

2. Regular Council Meeting Minutes, May 15, 2023

CARRIED UNANIMOUSLY

CONSENT AGENDA

Moved by Councillor McIlroy, seconded by Councillor Valente

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

CARRIED UNANIMOUSLY

START OF CONSENT AGENDA

BYLAW – ADOPTION

- *3. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2023, No. 8964”
(The Wallace Venue Corp., 125 Victory Ship Way, CD-393)

Moved by Councillor McIlroy, seconded by Councillor Valente

THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2023, No. 8964”
(The Wallace Venue Corp., 125 Victory Ship Way, CD-393) be adopted, signed by
the Mayor and Corporate Officer and affixed with the corporate seal.

(CARRIED UNANIMOUSLY)

END OF CONSENT AGENDA

REPORTS

4. UBCM Community Emergency Preparedness Fund Grant Application
– 2023 Public Notification and Evacuation Route Planning
– File: 14-7130-01-0001/2023

Report: Director, North Shore Emergency Management, May 23, 2023

Moved by Councillor Bell, seconded by Councillor Shahriari

PURSUANT to the report of the Director, North Shore Emergency Management,
dated May 23, 2023, entitled “UBCM Community Emergency Preparedness Fund
Grant Application – 2023 Public Notification and Evacuation Route Planning”:

THAT the application submitted to the UBCM Community Emergency Preparedness
Fund (CEPF), under the stream of 2023 Public Notification and Evacuation Route
Planning for the North Shore Evacuation Plan and Exercise in the amount of
\$90,000, be endorsed;

AND THAT the District of North Vancouver, in partnership with North Shore
Emergency Management (NSEM), be authorized to manage the project and funds.

CARRIED UNANIMOUSLY

REPORTS – Continued

5. Dedication of City Lands (Lot 1 Blocks 29 and 33 District Lot 272 Plan 16125) as Highway – File: 11-5330-20-0064/1

Report: Project Manager, May 24, 2023

Moved by Councillor Valente, seconded by Councillor Girard

PURSUANT to the report of the Project Manager, dated May 24, 2023, entitled “Dedication of City Lands (Lot 1 Blocks 29 and 33 District Lot 272 Plan 16125) as Highway”:

THAT fencing owned by CN Rail, to be placed within an encroachment area of approximately 45.9 square metres of the newly dedicated City-owned highway, subject to CN Rail entering into an encroachment agreement with the City, be permitted;

THAT “Highways Establishing Bylaw, 2023, No. 8975” (Dedication of Lot 1 in the 1000-1200 Block of Cotton Road as Road) be considered;

AND THAT the Mayor and Corporate Officer be authorized to sign the necessary documentation to give effect to this motion.

CARRIED UNANIMOUSLY

BYLAW – FIRST, SECOND AND THIRD READINGS

6. “Highways Establishing Bylaw, 2023, No. 8975” (Dedication of Lot 1 in the 1000-1200 Block of Cotton Road as Road)

Moved by Councillor Valente, seconded by Councillor Girard

THAT “Highways Establishing Bylaw, 2023, No. 8975” (Dedication of Lot 1 in the 1000-1200 Block of Cotton Road as Road) be given first and second readings.

CARRIED UNANIMOUSLY

Moved by Councillor Valente, seconded by Councillor Girard

THAT “Highways Establishing Bylaw, 2023, No. 8975” (Dedication of Lot 1 in the 1000-1200 Block of Cotton Road as Road) be given third reading.

CARRIED UNANIMOUSLY

REPORTS

7. Zoning Bylaw Amendment for 259 East 23rd Street (David Iaquina / Cobblestone Homes Ltd.) – File: 08-3400-20-0086/1

Report: Planner 1, May 24, 2023

Moved by Councillor McIlroy, seconded by Councillor Girard

PURSUANT to the report of the Planner 1, dated May 24, 2023, entitled “Zoning Bylaw Amendment for 259 East 23rd Street (David Iaquina / Cobblestone Homes Ltd.)”:

THAT the application submitted by David Iaquina / Cobblestone Homes Ltd., to rezone the property located at 259 East 23rd Street from a RS-1 Zone to a CD-750 Zone, be considered and no Public Hearing be held, in accordance with the *Local Government Act*,

THAT notification be circulated in accordance with the *Local Government Act*,

AND THAT the community benefits listed in the section “Community Benefits” be secured, through agreements at the applicant’s expense and to the satisfaction of staff.

CARRIED UNANIMOUSLY

8. Zoning Bylaw Amendment for 115 West Esplanade (Rising Tides Consulting / MONOVA) – File: 08-3400-20-0091/1

Report: Planner 1, May 24, 2023

Moved by Councillor Bell, seconded by Councillor Girard

PURSUANT to the report of the Planner 1, dated May 24, 2023, entitled “Zoning Bylaw Amendment for 115 West Esplanade (Rising Tides Consulting / MONOVA)”:

THAT the application submitted by Rising Tides Consulting / MONOVA, to amend the CD-671 Zone for the property located at 115 West Esplanade, be considered and no Public Hearing be held, in accordance with the *Local Government Act*,

THAT notification be circulated in accordance with the *Local Government Act*;

AND THAT the Mayor and Corporate Officer be authorized to sign the necessary documentation to give effect to this motion.

CARRIED UNANIMOUSLY

NOTICE OF MOTION

9. Amendments to Election Bylaw Supporting Citizen Engagement
– File: 09-4200-01-0001/2023

Submitted by Councillor Valente

Moved by Councillor Valente, seconded by Councillor Bell

WHEREAS a key priority of the City of North Vancouver is to be a city for people that is welcoming, inclusive, safe, accessible and supports the health and well-being of all;

WHEREAS achieving this priority depends on ensuring public engagement in all aspects of local government, including all candidates' meetings where the community can learn more about local election candidates;

WHEREAS only 22.64% of eligible City of North Vancouver voters participated in the 2022 municipal election;

AND WHEREAS the City of North Vancouver seeks and encourages public participation in the democratic process and has created physical spaces like Library Plaza and the Shipyards Commons that can support public discourse, enhance community connectedness and, therefore, participation in our community's local government;

THEREFORE BE IT RESOLVED THAT staff be directed to evaluate options to:

1. Amend "Election Sign Bylaw, 2018, No. 8643" that regulates election signs to allow for election signs to be placed in areas that seek to encourage public discourse, including Shipyards Commons and Library Plaza;
2. Evaluate additional locations for the placement of election signage;
3. Review the grant application regarding stipend values available to community associations and organizations to encourage All Candidates' Meetings during municipal election times.

CARRIED UNANIMOUSLY

PUBLIC CLARIFICATION PERIOD

Nil.

COUNCIL INQUIRIES / REPORTS

Nil.

NEW ITEMS OF BUSINESS

Nil.

NOTICE OF MOTION

Nil.

ADJOURN

Moved by Councillor Bell, seconded by Councillor Girard

THAT the meeting adjourn.

CARRIED UNANIMOUSLY

The meeting adjourned at 6:33 pm.

“Certified Correct by the Corporate Officer”

CORPORATE OFFICER

THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 8975

A Bylaw to establish City lands in the 1000-1200 Block Cotton Road as road.

WHEREAS the Corporation of the City of North Vancouver is the registered owner of Lot 1, Blocks 29 and 33, District Lot 272, Plan 16125 in the City of North Vancouver, in the Province of British Columbia, having acquired the same as a result of a land exchange with the adjacent property owner for a portion of Gladstone Avenue;

AND WHEREAS the Corporation of the City of North Vancouver deems it expedient to dedicate the said lot 1 as highway for the use of the public;

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 “**Highways Establishing Bylaw, 2023, No. 8975**” (**Dedication of Lot 1 in the 1000-1200 Block of Cotton Road as Road**).
2. The following lands are hereby established as, and shall be used as part of public highways:
 - A. Lot 1, Blocks 29 and 33, District Lot 272, Plan 16125, as outlined in heavy black line on the plan prepared by Alexander Heath BCLS on May 5, 2023.

READ a first time on the 5th day of June, 2023.

READ a second time on the 5th day of June, 2023.

READ a third time on the 5th day of June, 2023.

ADOPTED on the <> day of <>, 2023.

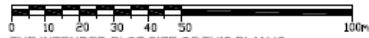
MAYOR

CORPORATE OFFICER

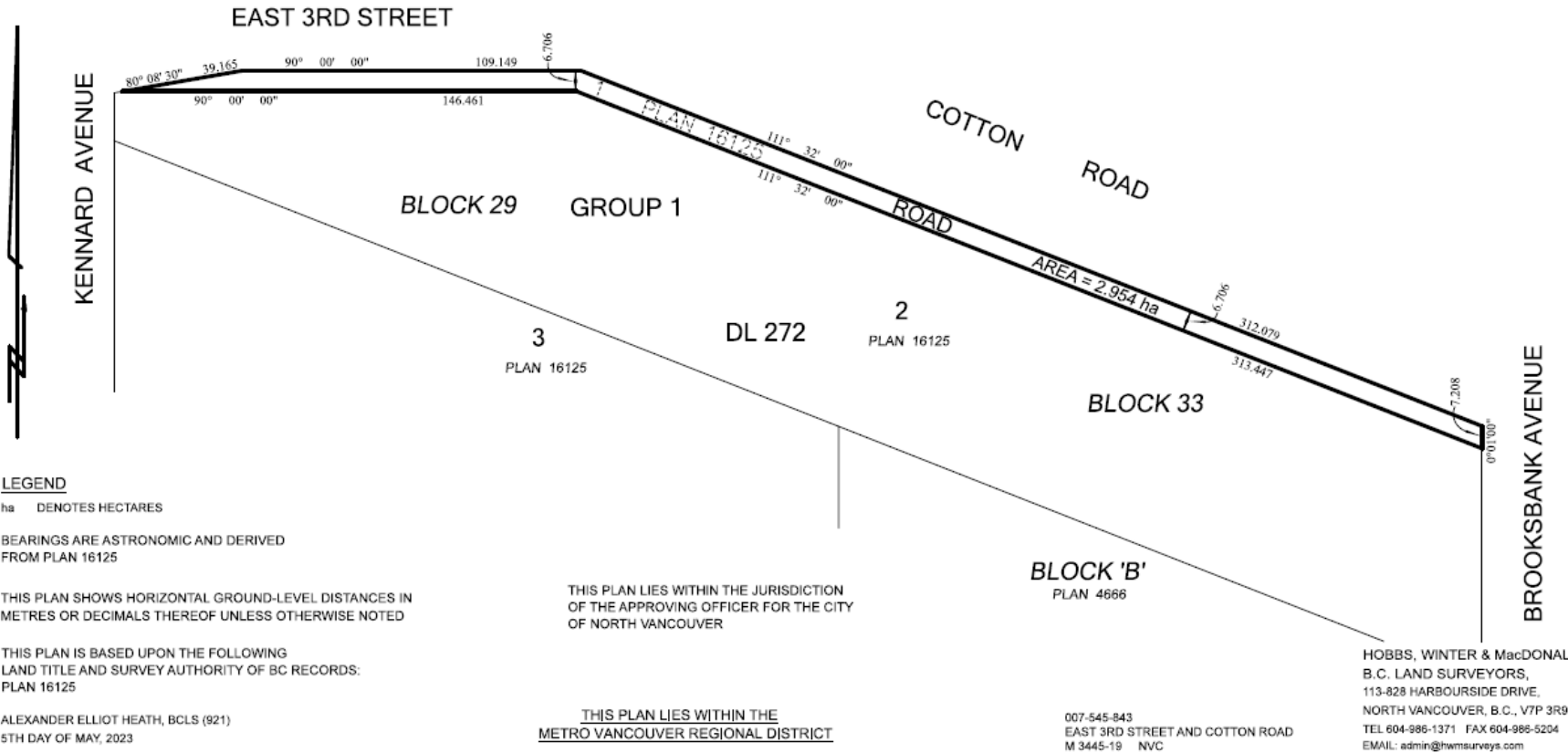
**EXPLANATORY PLAN OF LOT 1,
BLOCKS 29 AND 33, DISTRICT LOT 272,
GROUP ONE, NEW WESTMINSTER DISTRICT, PLAN 16125**

PLAN EPP129008

PURSUANT TO SECTION 107 OF THE LAND TITLE ACT
BCGS 92G035



THE INTENDED PLOT SIZE OF THIS PLAN IS
432 mm IN WIDTH BY 280 mm IN HEIGHT (B SIZE)
WHEN PLOTTED AT A SCALE OF 1: 1250



LEGEND

ha DENOTES HECTARES
BEARINGS ARE ASTRONOMIC AND DERIVED FROM PLAN 16125
THIS PLAN SHOWS HORIZONTAL GROUND-LEVEL DISTANCES IN METRES OR DECIMALS THEREOF UNLESS OTHERWISE NOTED

THIS PLAN LIES WITHIN THE JURISDICTION OF THE APPROVING OFFICER FOR THE CITY OF NORTH VANCOUVER

THIS PLAN IS BASED UPON THE FOLLOWING LAND TITLE AND SURVEY AUTHORITY OF BC RECORDS:
PLAN 16125

ALEXANDER ELLIOT HEATH, BCLS (921)
5TH DAY OF MAY, 2023

THIS PLAN LIES WITHIN THE METRO VANCOUVER REGIONAL DISTRICT

007-545-843
EAST 3RD STREET AND COTTON ROAD
M 3445-19 NVC

HOBBS, WINTER & MacDONALD,
B.C. LAND SURVEYORS,
113-828 HARBOURSIDE DRIVE,
NORTH VANCOUVER, B.C., V7P 3R9
TEL 604-986-1371 FAX 604-986-5204
EMAIL: admin@hwmsurveys.com



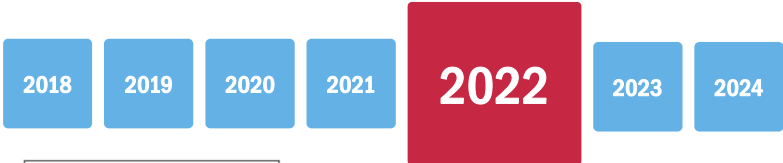
North Vancouver
City Library

2022

Report to our community

CONTINUING WORK ON OUR STRATEGIC PLAN

A strategic framework to guide us to 2024



The framework outlines City Library's strategic priorities, which align with Council's 2018-2022 strategic plan.

INSPIRE LEARNING, DISCOVERY & CREATION

After school at the library !!!!!

crochet class

gaming @ mcl

4p stopmotion animation

3:30 collab club

4-Lego robotics

4 coding!

4p writing help

book club!

We love spending time in the library – it not only welcomes us, but also encourages us to learn more, investigate more, even cultivate more. From books to seeds, we love it!

A city for people is welcoming, inclusive, safe, accessible and supports the health and wellbeing of all.

HONOUR INDIGENOUS PERSPECTIVES

75.3% Library users who said they had increased knowledge about reconciliation and Indigenous history as a result of using the library

1,227 Items borrowed from the Indigenous nonfiction collection

24 Programs featuring Indigenous creators & presenters

I love the current exhibit related to Indigenous culture and heritage. It raises awareness and makes important topics more salient.

I appreciate our library staying open on days such as Truth & Reconciliation Day.

A vibrant city is where dynamic public spaces and places provide opportunities for connection and enable residents to engage with their community and celebrate their culture and history.

CHAMPION EQUITY, DIVERSITY, ACCESS & INCLUSION



I believe the library is the core of this community. It is an example of inclusiveness, tolerance, patience and understanding others. I am a big fan!



A **vibrant city** is where dynamic public spaces and places provide opportunities for connection and enable residents to engage with their community.

CREATE VIBRANT SPACES

513,518

Digital visits in 2022

292,422

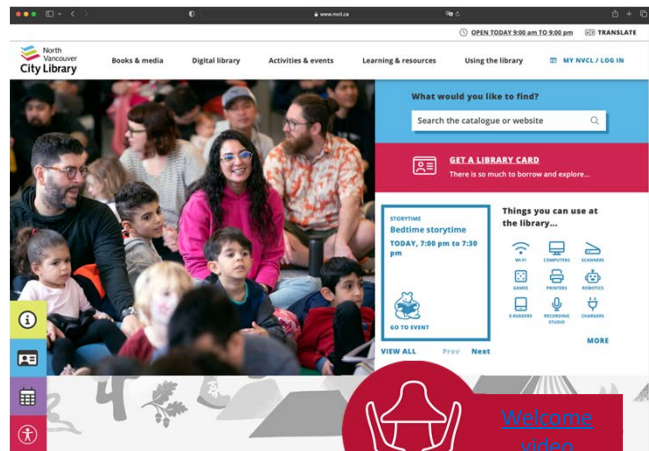
Digital items accessed, borrowed or downloaded

90%

Visitors who agree the library website is intuitive & easy to navigate

My family and I absolutely LOVE our library. I feel it is one of the few truly safe spaces in our community that welcomes all people, without an expectation for them to spend money.

The library has allowed me to continue learning without spending countless dollars on books – this makes me feel like I'm making use of my tax dollars.



A **prosperous city** supports a diverse economy by creating an environment where new and existing business can grow and thrive.

THE ORIGINAL SHARE ECONOMY

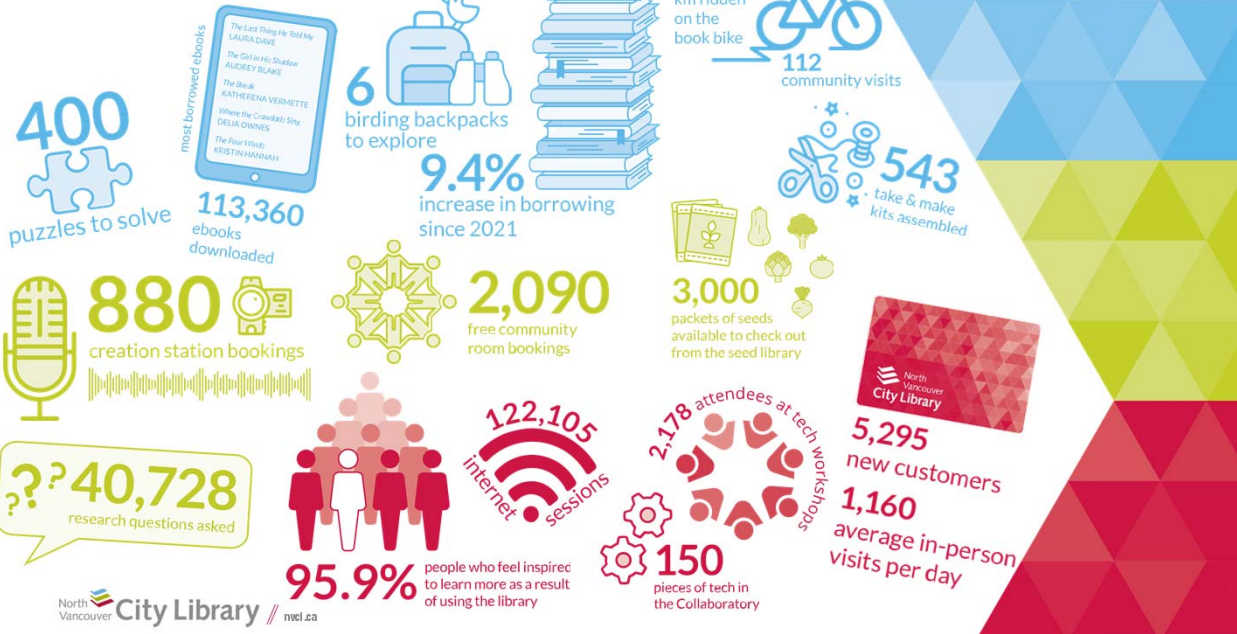
710,478

Items borrowed

A **liveable city** leads the way in climate action and acts as a steward of the environment for future generations.






2022: YEAR IN NUMBERS







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

INFORMATION REPORT

To: Mayor Linda Buchanan and Members of Council

From: Deb Hutchison Koep, Chief Librarian

Subject: CITY LIBRARY 2022 REPORT TO OUR COMMUNITY

Date: May 31, 2023 File No: LB-0110-01-0001/2023

ATTACHMENTS

1. City Library 2022 Report to our Community

BACKGROUND

The City Library's 2018-2021 Strategic Plan was developed through in-depth research and engagement with nearly 2,000 residents about their library use, needs and aspirations. The plan was updated and extended in 2021 and will serve as a planning framework until the library completes its next round of strategic planning in 2024.

Each year the City Library produces the *Report to our Community* to demonstrate our work to inspire learning, discovery and creation, create vibrant spaces, honour Indigenous perspectives, and champion equity, diversity, access and inclusion.

This information report augments the *2022 Report to our Community* and demonstrates how library services and initiatives support Council's vision and priorities.

DISCUSSION

The City Library participates in Council's vision to be the "healthiest small city in the world" by providing critical social infrastructure for the residents of North Vancouver and promoting resilience and social connection through learning, shared space, technology access and reading. At the City Library, neighbours encounter the rich diversity of people, ideas and experiences in their community.

With programs and services that are free and open to all, the City Library positively impacts social determinants of health by:

- Supporting literacy and lifelong learning
- Strengthening community connection and belonging
- Upholding equitable access to information and knowledge
- Bridging the digital divide
- Supporting community development

Council Priority: A City for People

The City Library is committed to being an inclusive and welcoming space for everyone and champions free and equitable access to information and ideas. Services, programs and collections support lifelong learning — helping people to achieve success in school, develop workplace skills, cope with life challenges and explore new perspectives — and develop resiliency and empathy.

The library plays an important role in informal after-school programming for families in our community, including many who don't have the means to access fee-based options. Every day, crowds of young people from nearby schools arrive at the library after 3 p.m. to study and socialize in a safe environment where they can pursue their individual interests and exercise their emerging independence.

Throughout 2022, the City Library focused existing resources to build a calendar of free, in-library after-school programming for children in the “middle years” (grades 4-7) – **as part of a City of North Vancouver-led effort to expand options for after-school care.**

Library staff began by piloting twice-weekly after school programs in the spring. These quickly grew in popularity, illustrating strong demand for activities for this age group. In the fall, we added two additional days of STEAM (science, technology, engineering, arts and math) focused programs - bringing us to a total of four days of dedicated after-school programming.

Building on the success of the library's STEAM programming for all ages, and making regular use of the Collaboratory, the library's after-school programs:

- Add new after-school options in the community for children who are ready for a degree of independence, but still need to be able to ask for help or support from trusted adults;
- Increase the overall capacity of after-school programming in our community — opportunities like these mean that older children are able to vacate their spots for younger children who are not ready for the same degree of independence;
- Improve access to STEAM and other programming for families, especially those unable to afford private, for-fee programming;
- Create volunteer opportunities for teens, who assist with coding workshops.

During the expanded program from September to December 2022, we averaged four programs a week for a total of 60 programs with approximately 450 attendees.

Also in 2022, the City Library:

- Offered 80 programs for all ages on the **theme “The Future”** to inspire creativity, reflection and hope
- Expanded **intergenerational programming** to bring people of different ages together to learn with and from one another
- Initiated engagement on the **Middle Years area** to develop a design that reflects the needs and aspirations of tweens in the community

Continuing activities at the City Library that support a City for People include:

- **Bridging the digital divide** by providing free access to public computers and the Internet, as well as programming to support basic digital literacy
- Supporting families and caregivers and ensuring school readiness with **early literacy programming** that introduces pre-reading skills and supports parents and guardians as their child’s first and best teachers
- Providing rich **fiction and non-fiction collections** in multiple formats and languages that encourage people to pursue interests and explore ideas
- Offering **free public programming** that introduces new realms of knowledge and inspires learning
- Working with **community partners** to support volunteerism, employment, skills development, English language learning, parenting skills, wellness and social connection

Council Priority: A Liveable City

The LEED Gold-certified City Library supports global citizenship and public education about climate change and sustainability through programming and collections that promote reduced energy consumption and the 3Rs. As a public lending library — the original “share economy” — the City Library provides residents with more than 500,000 items to borrow including seeds and power meters in addition to books, movies and magazines.

In 2022, the City Library added several new kits for community members to borrow – increasing equitable access to sought-after materials while reducing resource consumption.

First Language kits – Early literacy develops through exposure to language. Like the City Library’s popular Storytime kits, First Language kits include children’s books, songs, rhymes and finger plays – in six languages frequently spoken in our community: Chinese, Farsi, French, Korean, Spanish and Tagalog. Packed together with literacy-related materials like felt boards and puppets in a durable grab-and-go bag, these kits support families to connect across generations and with the culture embedded in language. Six more kits are in the planning stages: Skwxwú7mesh snichim (Squamish), hə́n̓d̓əmiṇ̓əm̓ (spoken by Tsleil-Waututh Nation), Cree, Michif, German and Japanese.

Memory Care kits – Supported by a generous community donation, these kits are designed for adults experiencing memory loss, dementia and Alzheimer’s disease – and their caregivers. Kits are available for early, middle and late-stage memory care and are

made to be explored independently or together with a caregiver. Each kit contains items selected to prompt connection, conversation and comfort, such as:

- Books with colourful illustrations created specifically for people with memory loss;
- Interactive items like puzzles and games that increase cognitive stimulation;
- Busy blankets for focused activity and to relieve boredom;
- Soothing, sing-along or memory-sparking music;
- Resources for caregivers, including books to read for their own support and to their loved one.

Birding backpacks – Bird watching encourages people to spend time outdoors, interacting with the natural world, and has been shown to have a positive effect on mental health. The City Library’s birding backpacks are all-in-one kits containing high-quality binoculars, tips for beginners, and guides for identifying local bird species. Access to these kits makes bird watching easy and accessible for all ages.

Carbon dioxide monitors – COVID-19 brought public attention to ventilation in indoor spaces. Monitoring CO₂ levels is one way to assess whether a room is well-ventilated. With the addition of these kits to the City Library’s collections, library users can now borrow air quality monitors to measure CO₂, in their own homes. Kits are accompanied by information about air quality and health vetted by public health officials.

Continuing activities at the City Library that support a Liveable City include:

- Reducing resource consumption by **lending more than 700,000 books** and other resources each year
- Hosting **Repair Cafes** and other programs that promote sustainable living
- Encouraging people to **grow their own food and create green spaces** in our community by partnering with the Edible Garden Project and North Shore Neighbourhood House to run the **Seed Library**
- Contributing to **food security and reduced food waste** with workshops on canning, preserving, fermenting and other cost-saving, sustainable practices
- Lending Kill-A-Watt Meters and Power Cost Monitors that **measure energy consumption**

Council Priority: A Vibrant City

The City Library is a vibrant living room for the community where all are welcome. Programming and services aim to reflect the diversity of residents and inspire library visitors to share their unique stories and connect with one another. We also strive to be active outside our walls, animating and activating public spaces with a library presence.

Pre-pandemic, the City Library hosted a weekly “warming station” during the winter months where people experiencing or at risk of homelessness could get indoors, have a warm drink and snack, and connect with library services and other community service providers.

With support from the Strengthening Communities’ Service grant (administered through UBCM), the library was able to operate an enhanced drop-in program and provide year-

round, twice-weekly warming/cooling/clean air/safe space and services for unsheltered individuals throughout 2022.

During Open Door Community Hub hours, augmented services are available. People who drop in can have a snack and a drink, and connect with library staff and other community members. Care packages with items like healthy snacks, hygiene supplies, fresh socks and weather-appropriate gear are available for free.

Anyone is welcome to spend time in the space to read, work on a puzzle, or just relax. Popular activities have included solving the daily Wordle, trivia tournaments, and streaming events like the Olympics or the World Cup.

Individuals can also get help in finding information they need, navigating online forms, and connecting with resources for housing, health and social services in the community — both from the Community Access Worker who operates the program day to day, and from other library staff.

There are often visits from community service providers to assist vulnerable community members in accessing helpful resources. Outreach workers from the local shelter visit regularly. In response to expressed needs from ODCH participants, the library has also organized programming with community partners including (so far) ID clinics, foot care clinics, art therapy, income tax support and programming about Reconciliation.

The Community Access Worker (funded through the grant) brings specialized skills, knowledge and training enabling them to better address the referral and service needs of individuals, coordinate effectively with other service providers in the community, and help to build the library's and staff's capacity to respond to the needs of individuals experiencing homelessness.

The **City of North Vancouver is the lead partner** on the Strengthening Communities' Services Grant. Additional partners in the project include the municipalities of West Vancouver and North Vancouver District, Squamish Nation, Tsleil-Waututh Nation, and the Lookout Shelter Society.

Also in 2022, the City Library:

- Hosted a **display of Squamish regalia** in collaboration with Salsi'miya Janine Gonzales (Squamish Nation)
- Engaged consultants to assess and advise on an **equity, diversity and inclusion framework and action plan**
- Presented an **Iranian documentary film series** to share the culture, art, and history of Iran with the wider community
- Hosted a **Michif language learning** program and a Senior's Storytime Circle with a Métis elder

Continuing activities at the City Library that support a Vibrant City include:

- **Welcoming newcomers** with information, referral services, English language learning classes, and materials in their home languages

- Promoting **cross-cultural understanding** and reducing social isolation through the donor-funded annual **Library Small Grants program**
- Offering regular programming for individuals who often experience social isolation, like **new parents, newcomers and seniors**
- Creating library spaces like the **Café Connection** where people can gather and feel connected to their community
- Providing **Creation Stations** — including digitization equipment and an audio-video production booth — that enable people to capture and share their stories

Council Priority: A Connected City

The City Library's location in Central Lonsdale, close to a major transit corridor and with walking and cycling infrastructure nearby, makes it easy for many residents to reach us via sustainable and active transportation modes. For those with mobility challenges and unable to travel to the Central Lonsdale location, the City Library strives to bring library service to them.

Like all public libraries in the region, the City Library offers free home delivery of library materials to residents of the City of North Vancouver who are unable to come to the library due to illness, injury or disability.

In 2022, the City Library took steps to expand these services in response to an aging population and growing demand in our community. Working within existing resources, we were able to increase the number of individuals receiving home delivery by 40%, increase delivery frequency, and double the total number of deliveries.

The people who access our home delivery services are commonly seniors who have health conditions or mobility issues that makes accessing library services in-person a serious challenge. We are also able to offer temporary home delivery (or hospital delivery) for individuals who have recently had an injury or surgery that affects their ability to visit the library. The Accessible Services Librarian works closely with customers to put together deliveries of books, DVDs and materials in accessible formats that reflect their interests and accessibility needs.

Home delivery is part of the City Library's portfolio of accessible services, which also includes provision of reading materials in alternate formats for people with visual, physical or cognitive disabilities – including large print, “talking books” (audiobooks augmented with accessible features), braille, and a multitude of digital downloadable formats.

Continuing activities at the City Library that support a Connected City include:

- Pedalling Spokes 'n' Words, our **bicycle-powered mobile library** to more than 150 stops in 2022, connecting with over 4,500 community members, thanks to funding for the Summer Book Bike Ambassador.
- Promoting the use of **sustainable and active transportation** among City Library staff, including a transit pass subsidy and participation in GoByBike Week
- Delivering **programs outside the City Library's walls**, throughout the City

Council Priority: A Prosperous City

In addition to welcoming hundreds of visitors a day to the Central Lonsdale area, the City Library supports economic development, small businesses, employment and entrepreneurship in our community with information resources, research and referral services, and facilities.

The City Library's **digital branch at nvcl.ca** underwent a complete redesign in 2022 to improve access to library information, resources and services. The new website was a year-long project that incorporated extensive public feedback and user testing to update the site's information architecture and navigation and implement frequently-requested improvements.

New features we are especially proud of include:

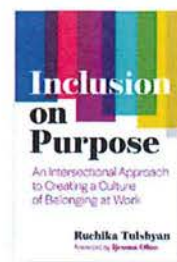
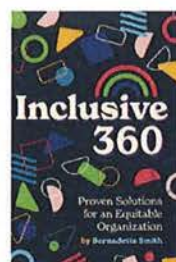
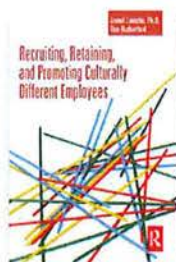
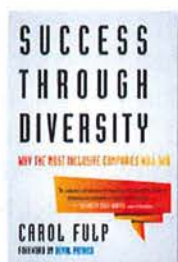
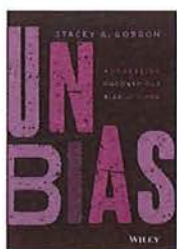
- **Community hub pages** that bring together related library resources for the varied customers who use library services – including a **small business hub** with direct access to LinkedIn Learning courses, curated booklists on topics from bookkeeping to business planning, and links to local resources for networking and business development (nvcl.ca/business).
- Increased **accessibility** with options that enable website visitors to tailor their experience to their unique needs, developed through user testing with community members who are deaf and who have visual impairments.
- With guidance from advisers from Squamish Nation, reflection of **Indigenous perspectives** in the library's digital space – including a video welcome from Squamish Nation Councillor Sempúlyan Stewart Gonzales on every page.
- Professional **translation** of key pages into Chinese, Farsi, French and Korean.
- Improved organization and **display of digital resources** for 24/7 access to online learning, research databases, streaming content, ebooks and eaudio.
- Improved integration of the website with the library catalogue, enabling us to **showcase materials** in the library's collection – both physical and digital.

Business planning

Marketing

Bookkeeping & accounting

Diversity in the Workplace



In 2022, the City Library website received 513,518 digital visits, and a total of 292,422 digital items were accessed, borrowed or downloaded from our website. In our year-end survey, 90% of visitors agreed that nvcl.ca is intuitive and easy to navigate.

Ongoing activities at the City Library that support a Prosperous City include:

- Supporting newcomers to gain **Canadian experience** through the Library Champions program and to navigate the process of **foreign credentials recognition**
- Offering collaborative and individual spaces for **co-working** with access to equipment for printing, copying, digitization and creating multimedia content
- Offering print and digital resources to support **career exploration, job searching**, resume writing and interview preparation
- Facilitating **exam invigilation** (proctoring) to support individuals in remote and self-directed learning and skills development
- Ensuring all City Library staff are paid a **living wage**

CONCLUSION

While 2022 got off to a rocky start with the COVID-19 Omicron variant impacting operations, the City Library operated with full staffing and operating hours, and over the course of the year, completed restoration of most services in compliance with public health guidelines.

Use of the library increased significantly over the previous year, and in some cases to levels higher than even pre-pandemic. For example:

- Total **borrowing (both print and digital)** hit a new five-year high, up 9.4% over 2021, and up 14.6% over pre-pandemic figures.
- Total **visits** increased over 20% to nearly 850,000 in 2022, down slightly from 1,050,000 pre-pandemic, but steadily increasing over the year. In-person visits were up 43.3% over 2021.
- Staff answered more than 40,000 complex **research and instructional questions** – close to pre-pandemic numbers.
- With the restoration of **outreach** activities, we connected with more than 6,500 community members outside our walls.
- After a pandemic-related hiatus, we reopened **meeting rooms** for our community partners and hosted nearly 200 community meetings and events.

Some services have evolved in response to changes in community behaviour — most notably the explosive growth in demand for digital collections and continuing interest in virtual or hybrid programming.

City residents and visitors continue to recognize the library as critical social infrastructure, essential to their feelings of community connection. In our 2022 year-end survey, **97.1%** of library customers indicated they would **recommend the library** to a friend or neighbour, **91.7%** reported they feel more **connected to their community** as a result of their library use, and **95.9%** reported they feel **inspired to learn more** as a result of using the library.

RESPECTFULLY SUBMITTED:



Deb Hutchison Koep
Chief Librarian

2022 Report to our Community



A NOTE FROM THE BOARD CHAIR & CHIEF LIBRARIAN

During the early days of the pandemic, City residents turned to the library to escape through a good book, access online learning for skills development, use technology for school and work — or just to feel a sense of connection in the face of isolation and uncertainty.

In 2022, after a rocky start with the COVID-19 Omicron variant, library services were restored and we could see the pandemic's impacts play out.

Community members continue to use the library avidly — with nearly 12 items borrowed for every resident, borrowing levels in 2022 were 15% higher than pre-pandemic. Books remain a mainstay, ebook use is multiplying, and we continue to grow our "library of things" — adding birding backpacks, CO₂ monitors, memory care kits and more.

With online learning, telehealth and virtual meetings here to stay, we see more people using library spaces and developing new skills in technology classes.

The rising cost of living is reflected in high attendance at programs about budgeting, DIY and "urban homesteading." Mending and repair cafes, where people can get help to extend the life of their clothing and appliances, and resources like the seed library are more popular than ever.

Another impact of the pandemic has been to underscore social inequities. Twice a week, the Open Door Community Hub offers people a safe space for connection and friendship, supplemented with light meals and access to basic supplies. A community access worker is on hand to connect people to information about critical services like emergency housing.

The library's work is supported by close collaborations with community partners. Working together enables the library to expand access to expertise and resources for library users — and helps partners connect with potential clients and increase awareness of their services in the community.

As always, we are deeply grateful for the foundational support of the City of North Vancouver and the Province of British Columbia, and the generous gifts from donors that enable us to go above and beyond. We are also thankful for our creative, generous, kind staff — who bring their whole selves every day to make the library a vibrant, inclusive place for all.

Brendan Harvey

Deb Hutchison Koop

The North Vancouver City Library is grateful for the opportunity to learn and grow on the traditional, ancestral and unceded lands of the Coast Salish Peoples including the territories of the Skwxwú7mesh Úxwumixw (Squamish Nation) and səlilwətaʔl (Tsleil-Waututh Nation).

2022 PROGRAMMING THEME

The Future



The library's annual programming theme helps shape and inspire learning opportunities for the community throughout the year. In 2022, as we emerged from the pandemic, we looked to the future.

City Library staff delivered more than 80 future-focused programs including a filmmaking camp for youth (pictured above), a forward-thinking writing contest inviting teens to imagine the world in 50 years, book club discussions of *Me Tomorrow: Indigenous Views on the Future*, and community screenings of TED Talks 2022: "A New Era."



Cover: Princess Leia, a 6-year-old golden retriever, is read to during City Library's "Paws 4 Stories" program. The early literacy program, a partnership with a St. John Ambulance therapy dog, helps encourage reading aloud and alleviates reading anxiety for children.

Intimate regalia display celebrates Indigenous culture

City Library was honoured to collaborate with Salsmija Janine Gonzales (Squamish) on a display of her regalia in the entrance of the library. The regalia included clothing, drums, rattles and clappers all designed and made by Salsmija. Much of the clothing was created while Salsmija was enrolled at the British Columbia Aboriginal Network on Disability Society (BCANDS) at Capilano University in the 1990s.

The display also included a statement from Salsmija about her artistic journey. It was featured prominently in the library's main lobby accompanied by a selection of books and materials about Squamish

culture and Indigenous history.

Library staff worked closely with colleagues at the Museum and Archives of North Vancouver (MONOVA) to develop educational display boards to accompany the exhibit. Museum staff also offered guidance and curatorial advice to ensure the display was a success.

The project increased public awareness about Squamish culture by displaying contemporary regalia in an intimate way: visitors were able to view the items up close and were permitted to photograph them — a rare opportunity that Salsmija was enthusiastic to support. ■



The formal dress and items used in ceremonies are called regalia. The imagery on the pieces in the display includes feathers and animals: bear, wolf, eagle. Regalia is sacred in Squamish culture; permission must be given for others to handle and photograph regalia or Indigenous people wearing regalia.



- 1 GRADUATION CAP
- 2 MEDICINE POUCH
- 3 VEST
- 4 STOLE
- 5 APRON



Memory care kits help keep cognitive challenges at bay

City Library debuted a selection of brand new memory care kits thanks to a generous donation from G3 Terminal Vancouver.

The set of six kits is designed for adults experiencing cognitive challenges such as dementia, Alzheimer's disease or memory loss. The kits promote brain health and also support caregivers in creating meaningful moments together with those they care for.

The kits include interactive items like puzzles and games to increase cognitive stimulation, busy blankets for focused activity, and resources for caregivers. Kits can be checked out for four weeks and are now available for borrowing.

Nick Wilcox, G3 Terminal manager, stopped by the library in December to help launch the kits with Rakshanda Ansari, accessible services librarian, and board trustee Stephanie Bolton.

The kits join City Library's many other non-traditional items available for circulation and help to enhance the library's accessible services for the community. ■



A reusable watercolour painting is one of many items included in City Library's new memory care kits. Kits are available in early, middle and late-stage memory care.



Inspired after-school programming for the middle years

Throughout 2022, City Library coordinated regular, in-library after-school programming for middle years children — youth in grades 4, 5, 6 and 7 — as part of a City of North Vancouver-led effort to expand options for childcare. The library is a safe and familiar place for young people to exercise their emerging independence and benefit from staff-directed activities and learning. Four days a week, City Library hosts after-school programs especially for tweens such as Lego robotics, writing help, stop motion animation, crochet workshops and the Collaboratory Club.

Young people can spend time building robots, trying out coding languages, or exploring game design. These STEAM-focused programs make after-school time an enriching experience and add more options for after-school activities in our community. ■



Visit City Library's digital calendar for a complete listing of programs for youth



New databases & digital collections

City Library added more than 100,000 new digital resources, ebooks, newspapers, streaming services and more to the collection in 2022. All are accessible with your library card — visit nvc.ca/digital to browse!

- Ancestry Library Edition**
Add branches to your family tree with this popular database
- Bibliothèque Numérique de la Colombie-Britannique**
A French ebook collection with titles for every age and fluency level.
- Kanopy**
On-demand video streaming with world-class cinema, foreign films, documentaries and more.
- BC Historical Newspapers**
Browse the archives of BC newspapers dating back to 1854

95% of our partners say connecting with the library helped amplify the impact of their organization.

Connecting people with partners

The library is a place of learning and a trusted community space. Free, open and welcoming to all, the library is often a first stop for people needing information to navigate life changes and challenges.



Community learning

- City of North Vancouver
CityFest scavenger hunt
Invasive species & the future of our ports
Bike repair cafe (with Pedal Society)
- St. John Ambulance
Paras 4 Stories
Parks Canada
Learn to camp series
- Capilano University
Capilano Universe lecture series
Writing support
- Chenka Studios
Mending cafe
InterLINK
Author talks for kids
- MONOVA
Time capsule to the future
Night at the museum
Honouring North Vancouver's Black History
- The Cinematheque
Filming for the future
- PELAN & Blackout Theatre
Iranian documentary films
- The Writers' Union of Canada & North Shore Writers Association
Author talks & writing workshops
- IPower Canada
Youth tech career info



In 2022, City Library visitors connected with community partners through more than **430** collaborative programs

Newcomers

Impact North Shore
Beginner English classes
Newcomer info sessions in Farsi

Capilano University
Raise-a-reader, NVOPL
First language storytime kits

United Way British Columbia
Neighbourhood get-together
Community craft

Roshana School & VICO
Nowruz storytimes and celebrations

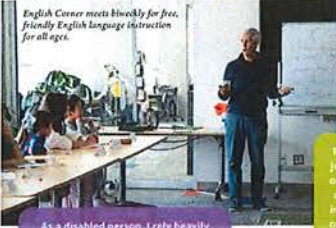
The Quay Market and Food Hall
Canadian cooking for newcomers

Tenant Resource & Advisory Centre
Tenants' rights & responsibilities

NewToBC
Library champions

NVCL was my first friend after immigrating to Canada. I use this safe place to borrow Farsi and ESL books for me and my son. This library has helped me keep my connection with reading after immigration.

English Corner meets biweekly for free, friendly English language instruction for all ages.



As a disabled person, I rely heavily on the library for community and a place to rest or read for a while. On a fixed income, it is my only source of entertainment — a lifesaver!

Financial literacy

Credit Counselling Society
75 Ways to save on household expenses

Canada Revenue Agency
Tax benefits & credits for seniors
Tax clinics

BC Hydro
Save power, save money

Family Services of Greater Vancouver
Saving for retirement
Saving & Investing
Budgeting (in Farsi)

I started a social enterprise all because of the library! I started gardening books, and now I sell flower bouquets all over the North Shore with proceeds going to help a few senior families in need. I tell everyone that my business started all because of a library card!

The library staff are more than just librarians. They have taken on the role of social stewards in our community. Libraries have changed over the years and are essential to supporting our community.



Seniors & healthy living

Seniors First
Learn about elder abuse

Capilano University
Empowering older adults & caregivers

Family Services of the North Shore
Caring for older adults

CNIB Foundation
Assistive technology tutorials

Squamish Li'Wat Cultural Centre & Alzheimer Society of BC
Seniors' gatherings

CMHA North & West Vancouver
Peer-assisted care team

Crisis Centre BC
Improve your wellbeing & reduce stress



Digital branch revitalized with launch of fresh website

City Library's digital branch at nvc1.ca underwent a complete redesign in 2022. The brighter and more vibrant website was a year-long project that utilized extensive public feedback and user testing, plus staff experience and expertise, to upgrade the site's information architecture and navigation. The website also includes enhanced accessibility features — like the ability to change font size or colour — to better meet the needs of our community.

New community hubs

Community hubs group resources and information together to create a one-stop-shop for programming, reading materials, links to community resources and many other offerings available through City Library.

Immigrants & newcomers hub

Welcome to the neighbourhood! City Library is here to help you find the resources and information you need to transition to Canada. Find multilingual books and ebooks, connect with settlement resources or join a conversation circle to practice conversational English.

Indigenous Peoples' hub

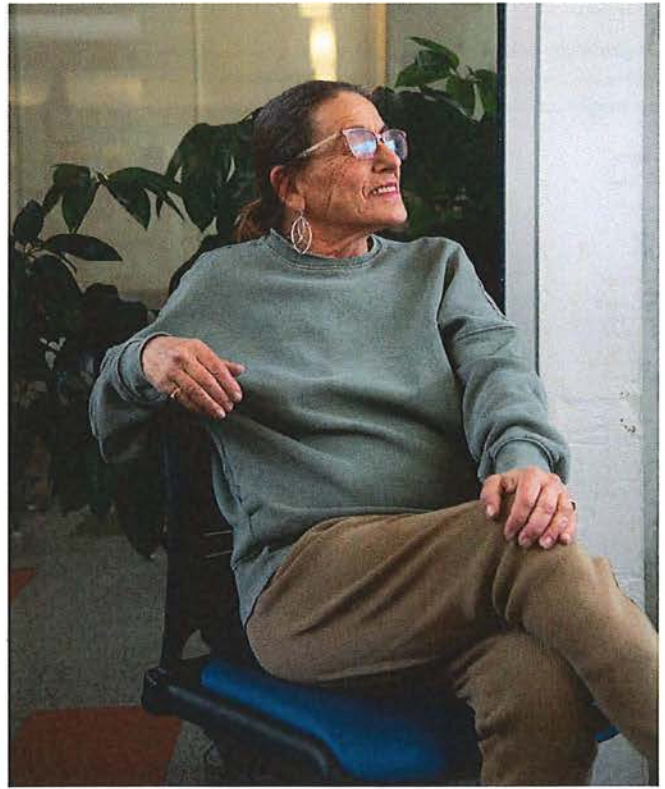
Explore City Library's growing collection of Indigenous authors and librarian-curated resources. The Indigenous peoples' hub also centralizes 13 different learning guides, toolkits, workshops and webinars about truth, reconciliation and decolonization for all ages.

Twins hub

Find out about special programming and activities for youth in grades 4, 5, 6 and 7 like TWAG, the Tween Advisory Group, which plans events, recommends books and lots more. The Collaboratory Club is a place for tweens to build robots, try out coding, and game with friends on Nintendo Switch.

Small-business hub

Connect to resources on everything from bookkeeping to business development, plus local information and contacts to make your business endeavours thrive.



Stay awhile — the library's open

Spring rain batters the library's glass windows and a sharp wind scatters buds and blossoms about the plaza. But inside on this Friday morning, a cascade of coffee keeps warm the many people who've assembled for a friendly game of Wordle. The daily newspapers are politely picked through, and a 1,000-piece jigsaw puzzle invites people to place a piece or two.

This is the library's ODCH — the Open Door Community Hub — a twice-weekly, organized gathering space for everyone, hosted at City Library and staffed by a community access worker. It

evolved from the library's weekly pandemic warming station, and provides a safe space for people experiencing or at risk of homelessness to find respite from the weather and connect with social services.

Now, the ODCH has become a mainstay for many people on the North Shore. This successful program, supported by the City of North Vancouver and financially enabled by the Strengthening Communities' Services Grant, has created a safe, welcoming and vibrant community. People who

attend can get a hot drink and snack or free hygiene items, connect with other community members, and access library services like public technology, learning and literacy resources.

Community members coming together in the ODCH helps to dismantle barriers and honour the diversity of the community. The community access worker brings specialized skills, knowledge and training to the space, enabling them to address needs and make referrals to services such as housing options, places to safely shower, and spots to get a hearty meal.

In response to needs expressed by ODCH visitors, City Library has partnered with service providers in the community to host programs such as foot care, art workshops and income tax support.

Many people who utilize the space were frequent library users before ODCH programming began. Through the ODCH, library staff have built stronger relationships with community members who need the services of the library and our community partners.

The space, and the programming that happens within it, is a commitment to the community that the library is for everyone. *



Above: A community paint along workshop, Bob Ross-style. Opposite page: Gina Speranza is a Wordle master and regular attendee to the Open Door Community Hub at City Library. "It's the highlight of my week," she said. "I love the people here and I love the friends I've made."

2022 AT THE ODCH:



2022 Board of Trustees

Brendan Harvey CHAIR	Jessica Melroy CITY COUNCIL, PAST PRESIDENT	Joanna Linsangan TRUSTEE
Rubina Jamal VICE CHAIR	Stephanie Bolton TRUSTEE	Eva Luptakova TRUSTEE
Amir Hazfi MEMBER AT LARGE	Rebecca Bouchard TRUSTEE	Parveen Somji TRUSTEE

Nadine Obstaculo STUDENT ADVISORY TRUSTEE (STUDENT)
Rita Yadegari STUDENT ADVISORY TRUSTEE (SLIP - OVR)

2022 City Library staff

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Desiree Bowman	Azar Ghabremani	Elijah Galinato	Anne Macanulty	Faezeh Rezaeian	Hannah Toms
Kayleigh Boylan	Megan Griffiths	Aylenna Holland	Graham MacDonald	Brittany Robinson	Andrea Tsimis
Nathan Bulmer	Michael Kerr	Rebecca Knight	Leslie Mackenzie	Brigitte Sagadore	Charlotte Watson
Peadar Claffey	Isabel Krupp		Kellen Malek	Abigail Saxton	Ruth Wong
Rebecca Clarke			Wafaa Masri	Niceta Scherger	Leanna Wright
Karen Coyne			Lisa McIvor	Bingmei Sheng	Walter Zicha
Shirley Cumberbatch			Courtney Miller	Steven Slaney	
Audrey Diamond			Laura Nauman	Tegan Storch	
Karla DiGregorio			Teo Nelson	Michael Swanson	

Reading diverse writers

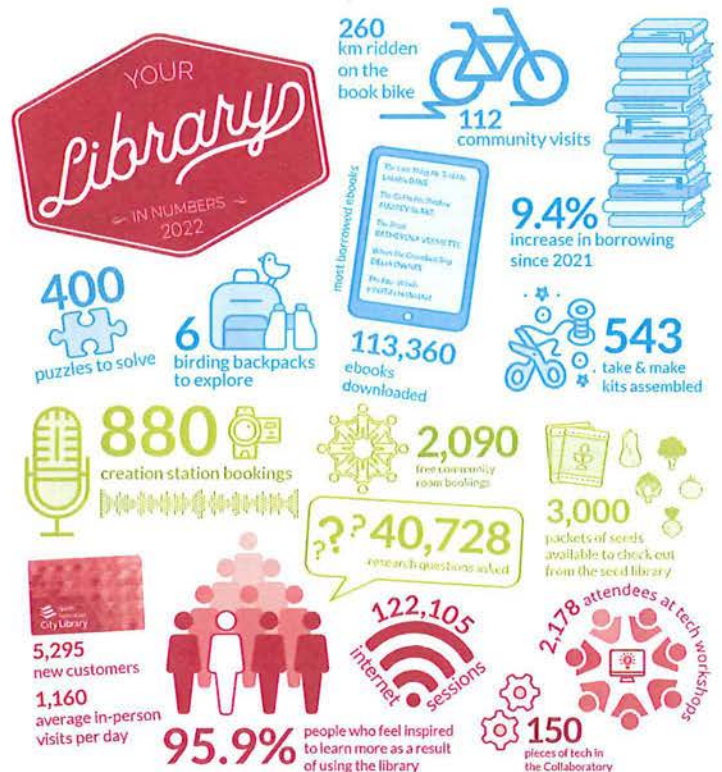
As library staff, we believe reading builds empathy and community. Every six weeks, the staff EDI (equity, diversity and inclusion) book club gathers to read and discuss books by diverse writers and inclusive of diverse voices. All of these books can also be checked out in sets, so you can start your own book club.



2022 DONORS

We gratefully acknowledge the people and organizations who have financially contributed to the many successes of City Library in the last year.

\$10,000+ E.A. Farmer	\$1,000 - \$9,999 Anonymous G3 Terminal Vancouver Jean Hamilton Rita Nash TB Productions	\$301 - \$999 Ian & Jean Bateson Shirley Cumberbatch Christine Lilley	Ann McKinnon Margaret McPherson
UP TO \$300 Wendy Alden Sandra Bateman Barbara Best Kathleen Best Stewart Bethune Carole Bower Bill Brent John Brown Joan Carlie Lorraine Chutka Cream Pony Ulisses Daniel Mary Donovan Brian Dunning Gillian Dunning Barry Epstein Andrew Ferguson Marlis Fricke Patricia Gares Roy Gill	Angela Citard Elaine Giuliani Doreen Gregson Marjorie Hampton Robert Hardy Louise Henderson Rolf Hennemann Kim Hialop Clare Husk Deb Hutchison Koop Rubina Jamal Ingrid Jonsson Louvalne Kadonaga Matus Kerney Jan Kew Houman Keyani Sharon Kupsch Gail Lawson Michelle Lee Kathleen Leonard	Gloria Lorenz Eva Luptakova Lynn Valley Garden Club David MacLachlan Malcolm Man Margitte's Flowers Denny Maynard Timothy McGivney Lauren McGuire Wood Steven Melchiorre Tico Melo Frederick Metcalfe Donna Morgan Susan Murray Adrienne Nicholson Rheda Nicholson Julia Oulton David Perfit Stephanie Pink June Redekop	Lisa Redmond Wayne Renwick Jeffrey Rusken Jeanette Sands Carl Shalansky Melinda Slater Sahar Bani Soltan SPCA Athina Theodorakaki Victor Tilton Peter Tsang Vancouver Kidsbooks Gian-Aldo Villegas-Ty Katherine Walker Kimberly Wall Margaret Watson Dorothy Watters Margarete Wiedmann Gillian Willis Fane Wong
SUSTAINING SUPPORT City of North Vancouver Province of British Columbia	GRANTS Canadian Heritage — Young Canada Works Courthouse Libraries BC — Law Matters Raise a Reader — Decoda Union of BC Municipalities — Strengthening Communities' Services		



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Community Engagement Framework

Presented June 2023
Communications and Engagement



Communicate purposefully

Empower residents

Engagement can mean different things



“Bringing those who are interested and/or impacted by a decision into the process of making that decision.”

Why we're building the Framework

- Build trusting relationships with the community
- Support equity and inclusion for all
- Ensure consistency in approach
- Gather valuable information to help the City make decisions



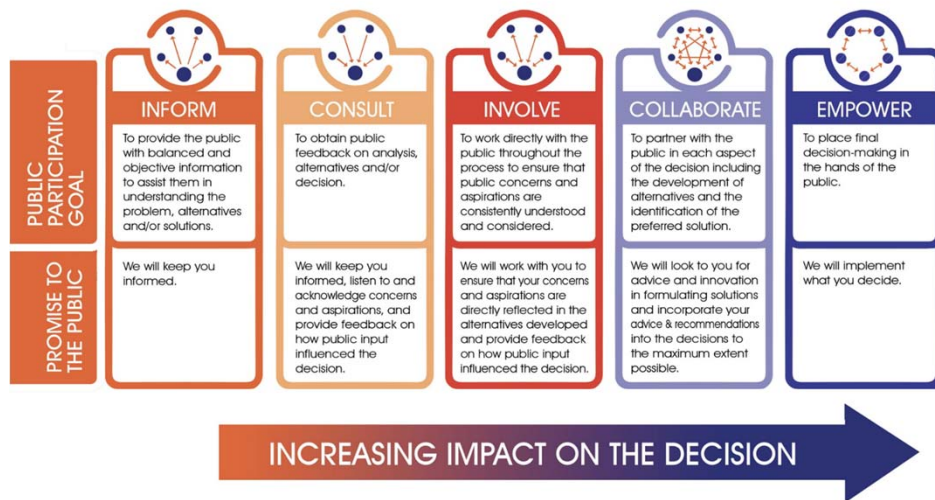
Principles of Public Engagement



IAP2 Core Values



IAP2 Spectrum of Engagement



Some public participation techniques



Indigenous Governments and People

- The City is currently engaged with Skw̓x̓wú7mesh (Squamish) Nation and səliilwətał (Tsleil-Waututh) Nation regarding protocols for future engagement.
- Indigenous People will be welcome to participate in the Framework engagement as part of equity-deserving groups.



1

Community-informed process

2

We will conduct community and stakeholder engagement to inform framework development.

3

4

1

2

3

4

Engagement framework

A framework that reflects the needs of community, City Council, and staff

1

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3

4

Capacity building & engagement toolkit

A clear understanding of when and how we engage and the tools we need to do it.

1

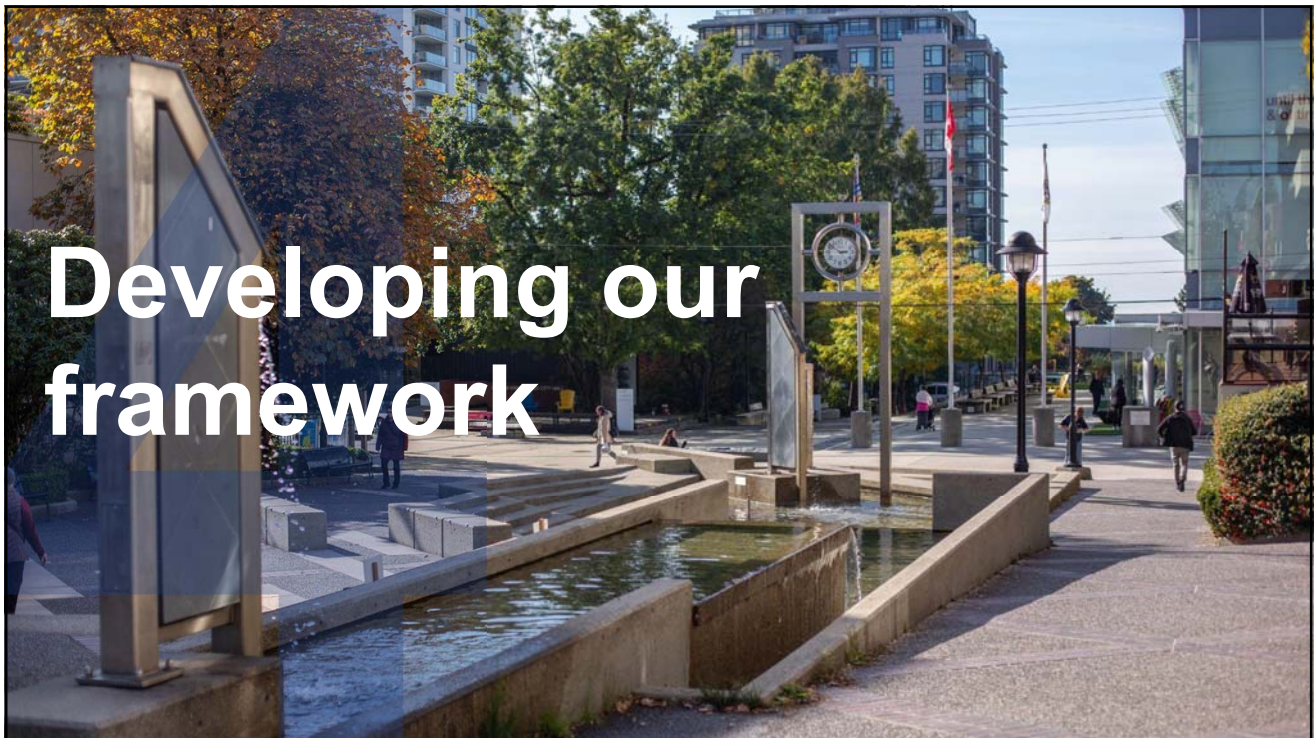
Earning trust and building relationships

2

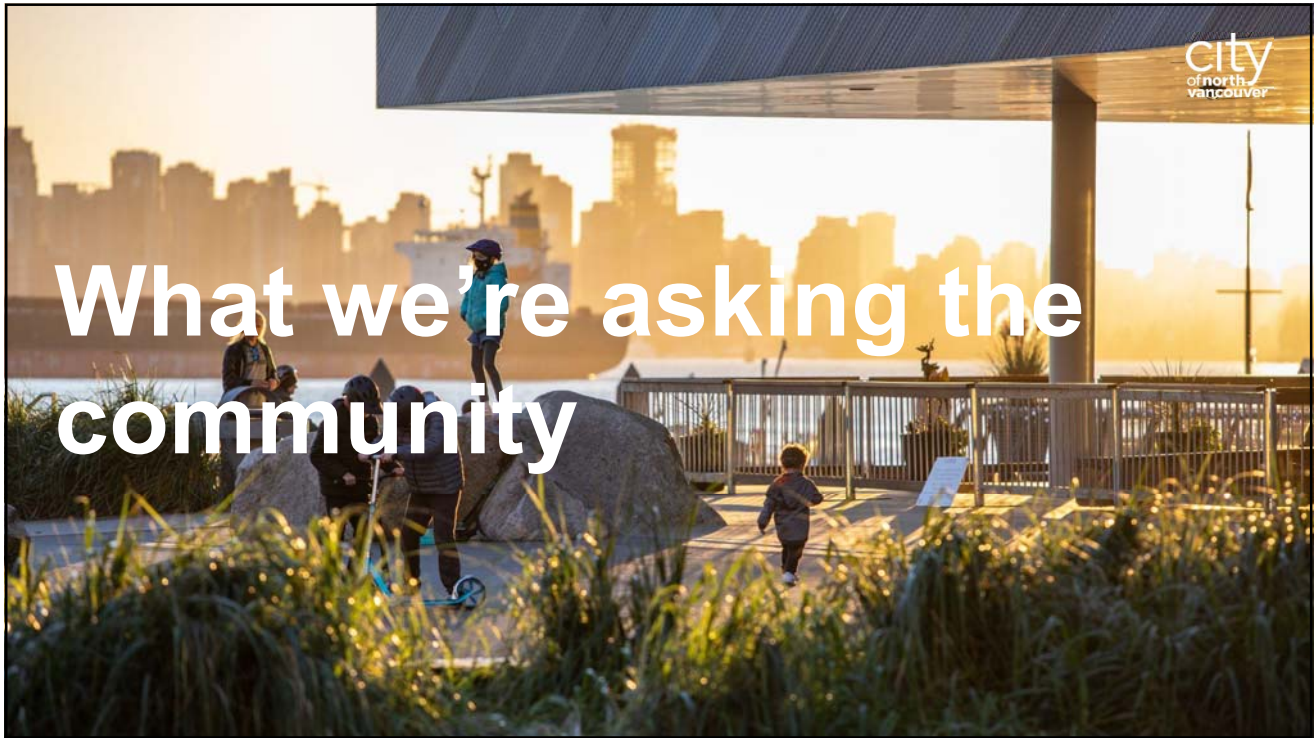
3

4

A strong engagement framework (and process to design one) fosters trust and meaningful relationships with community and stakeholders, and facilitates informed decision-making.



Our approach & timeline



Hearing from community

1

Principles for engagement

What principles resonate most with you?

2

Meaningful engagement

What does effective engagement look like?

3

Equitable engagement

What are the most important elements of equitable engagement?



Hearing from community

4

Making engagement easier

How can we remove barriers from your ability to participate in City engagement?

5

Making engagement feel safer

What would make engagement opportunities feel safer?

6

Impactful engagement

What would make you feel like we heard your ideas and feedback?



Validating the framework

1

Presenting the framework

We will present our draft framework to the community.

2

Allowing people to review and advise

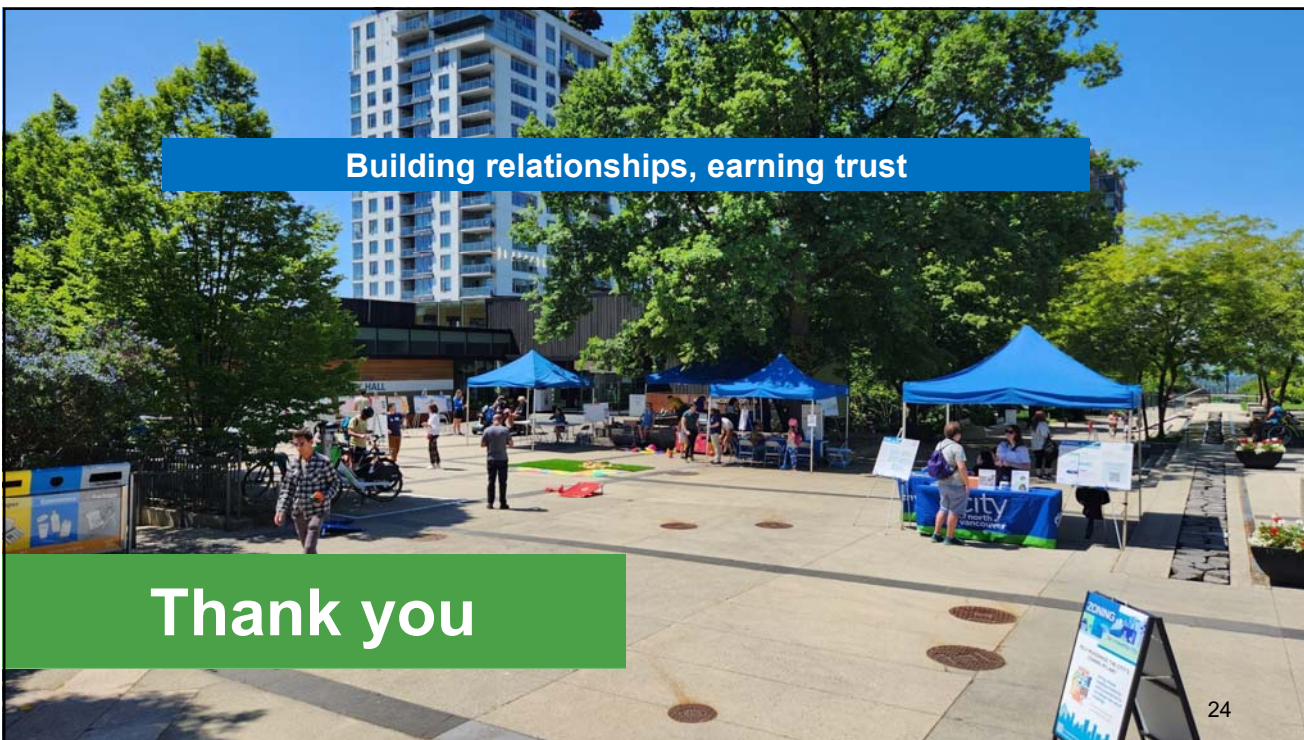
We will confirm with the community what we heard and implemented.





Maintaining engagement



- Keep projects moving
- Testing our approach
- Ongoing relationship building





N/A		
Department Manager	Director	CAO

The Corporation of **THE CITY OF NORTH VANCOUVER**
COMMUNITY PARTNERSHIPS & ENGAGEMENT DEPARTMENT

REPORT

To: Mayor Linda Buchanan and Members of Council

From: Jody Robertson, Acting Director, Community Partnerships and
Engagement
Rebecca Vaughan, Communications & Engagement Officer

Subject: COMMUNITY ENGAGEMENT FRAMEWORK PLAN & PROCESS

Date: May 26, 2023 File No: 04-1465-08-0001/2023

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

RECOMMENDATION

PURSUANT to the report of the Communications & Engagement Officer, dated May 26, 2023, entitled "Community Engagement Framework Plan & Process":

THAT staff be directed to proceed with the proposed plan to engage with the community to build an Engagement Framework, which will guide the City's approach to public participation and the engagement process to inform City decision making.

ATTACHMENTS

1. Community Engagement Framework presentation (CityDocs #2367674)
2. IAP2 Spectrum of Engagement (CityDocs #2363136)

SUMMARY

Public engagement is about building trusting relationships. Done purposefully, it fosters opportunities for people with diverse perspectives to share their ideas to help inform City decision making. In short, public engagement helps people be involved in shaping the community in which they live, work and play.

Over the next year, the Communications & Engagement division proposes to undertake an engagement process to help inform and develop a City Community Engagement Framework.

A Community Engagement Framework will provide consistency in when and how we engage with the community, increase opportunities for public participation and equip staff with the tools they need to build upon and improve our current approaches. It will be informed by residents, business owners and other key groups, and rely on established practices from the International Association of Public Participation (IAP2), our experiences and those of other municipalities and subject-matter experts across British Columbia and Canada.

The Framework is anticipated to be complete in the first quarter 2024 and fully implemented by end of the second quarter.

BACKGROUND

The International Association for Public Participation (IAP2) is a globally-recognized organization that provides standards to support entities that affect the public interest in Canada and around the world. It has developed seven core values for the practice of public participation:

1. Public participation is based on the belief that those who are affected by a decision have the right to be involved in the decision-making process.
2. Public participation includes the promise that the public's contribution will influence the decision.
3. Public participation promotes sustainable decisions by recognizing and communicating the needs and interests of all participants, including decision-makers.
4. Public participation seeks out and facilitates the involvement of those potentially affected by or interested in a decision.
5. Public participation seeks input from participants in designing how they participate.
6. Public participation provides participants with the information they need to participate in a meaningful way.
7. Public participation communicates to participants how their input affected the decision.

(iap2.org/corevalues)

IAP2 also provides a Spectrum of Engagement (*Attachment 2*), which outlines the commitment to the community and/or interested parties in an engagement process. Different initiatives, programs and services and various phases of a project may require different levels of participation. The commitment to the community at each level of engagement informs the type of engagement activities to include in the initial design of the engagement process.

Using these values and the Spectrum as a foundation, City staff have developed a proposed plan and process to develop a Community Engagement Framework, which will guide the City's approach to public participation in decision making.

The Framework will also be developed to align with research and informed practices such as principles of equity, diversity and inclusion to ensure the needs of diverse community members are met and their voices are heard. And most importantly, the

Framework will better support information gathering, learning and listening approaches to help support the City in its decision making, in conjunction with contextual, technical and industry standard information.

DISCUSSION

The City's Community Engagement Framework will involve input from the community, decision-makers, and internal and external parties. Using the IAP2 Spectrum of Engagement (*Attachment 2*), we will use techniques at the *Involve* level to hear from the community and implement the feedback into the Framework. This will include workshops with community stakeholders and equity-deserving groups, including First Nations and Indigenous Peoples; pop-up presence at community events; an online community-wide survey; City staff workshops; and opportunities for Council input.

In terms of engaging with First Nations governments, the City is currently engaged with Sk̓wx̓wú7mesh Úxwumixw (Squamish Nation) and sə̓lilwətał (Tsleil-Waututh) regarding protocols. This will be the foundation of ongoing work to facilitate future engagement and align with organizational standards, provincial legislation, the Truth and Reconciliation Report's 94 Calls to Action, and engagement best practices.

Throughout Phase 1, we will be asking the community about how we can design engagement processes that will meet their needs and also support decision-makers with rich, valuable information. This includes seeking feedback on how people prefer to participate, what barriers they face to participation, accessibility and inclusion considerations, projects and issues of importance to them, and how they would like to be informed.

The proposed process for developing our Community Engagement Framework has four steps:

- **Phase 1 Engagement**, Spring/Summer 2023 - gather feedback about the principles and values of our community and how they should be reflected in our Framework. Staff and Council input will be included at this stage.
- **Framework Development**, Fall 2023 - balance feedback and research to ensure development of our Framework reflects our community's unique needs.
- **Phase 2 Engagement**, Winter 2024 - present the draft Community Engagement Framework for review and feedback with the community, City staff and Council, and deliver final revisions and adjustments as necessary.
- **Implementation**, Spring 2024 - communicate the final Framework to the public and begin implementation across all City of North Vancouver projects.

Upon completion of the project, the City will have a community-informed framework that will guide when we engage, with whom, how to design an effective process, and how the input from impacted parties and the public will inform decisions. The City will also have tools and resources to support staff in delivering engagement that meets informed practices and City standards, and building ongoing relationships with community members and groups.

FINANCIAL IMPLICATIONS

This project draws from capital project funding of \$93,310, which will be used toward external support in delivering the engagement process, and research and development of the Framework.

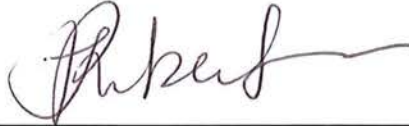
INTER-DEPARTMENTAL IMPLICATIONS

This project anticipates involvement of staff across all departments, particularly those whose work involves engaging with the community in the decision-making process. An Internal Advisory Committee will provide input and feedback throughout the process.

STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS

This work supports Council's Strategic Vision to be the "Healthiest Small City in the World." Building an Engagement Framework informed by community input also supports Council's Strategic focus areas, and key City plans and policies.

RESPECTFULLY SUBMITTED:



Jody Robertson
Acting Director, Community Partnerships and
Engagement



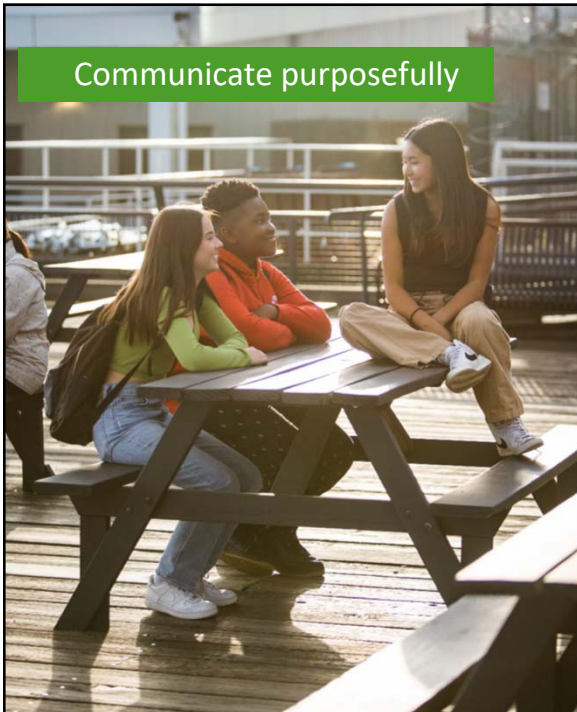
Rebecca Vaughan
Communications & Engagement Officer

Community Engagement Framework

Presented June 2023
Communications and Engagement



Communicate purposefully



Empower residents



Engagement can mean different things



“Bringing those who are interested and/or impacted by a decision into the process of making that decision.”

Why we're building the Framework

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- Support equity and inclusion for all
- Ensure consistency in approach
- Gather valuable information to help the City make decisions



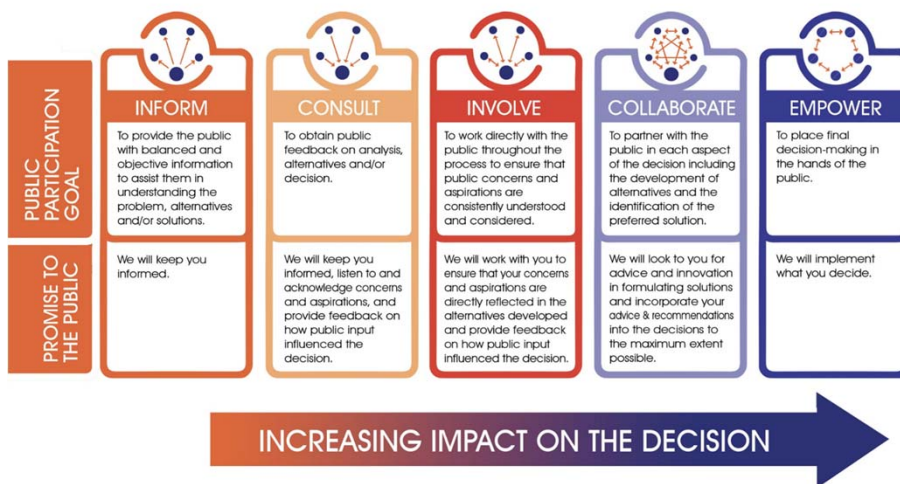
Principles of Public Engagement



IAP2 Core Values



IAP2 Spectrum of Engagement

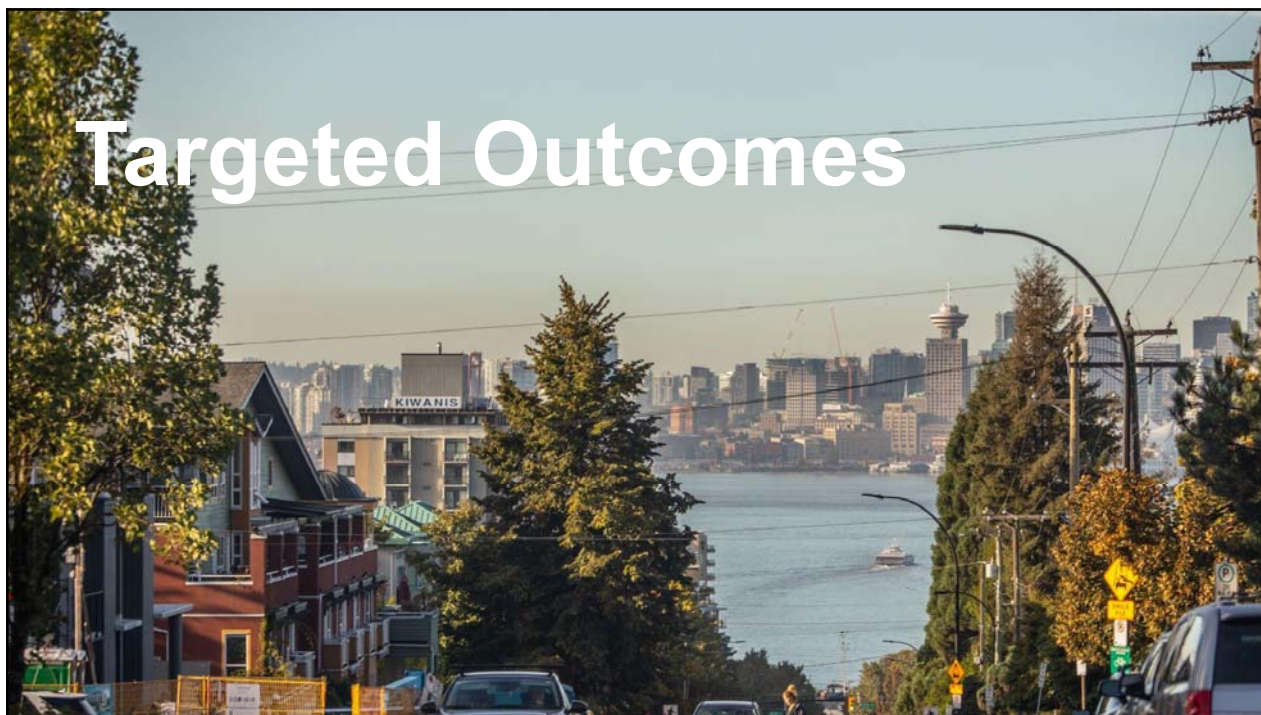


Some public participation techniques



Indigenous Governments and People

- The City is currently engaged with Sk̓wx̓wú7mesh (Squamish) Nation and səliiwətał (Tseil-Waututh) Nation regarding protocols for future engagement.
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A framework that reflects the needs of community, City Council, and staff

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A clear understanding of when and how we engage and the tools we need to do it.

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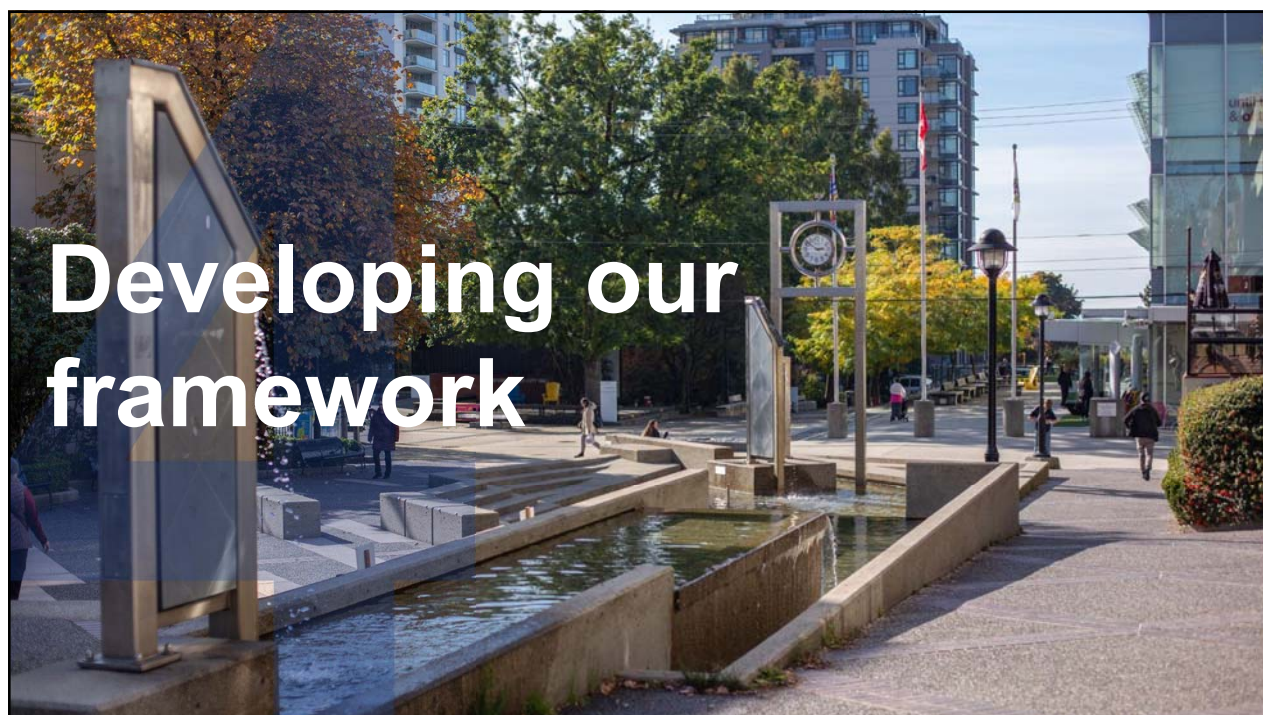
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Earning trust and building relationships

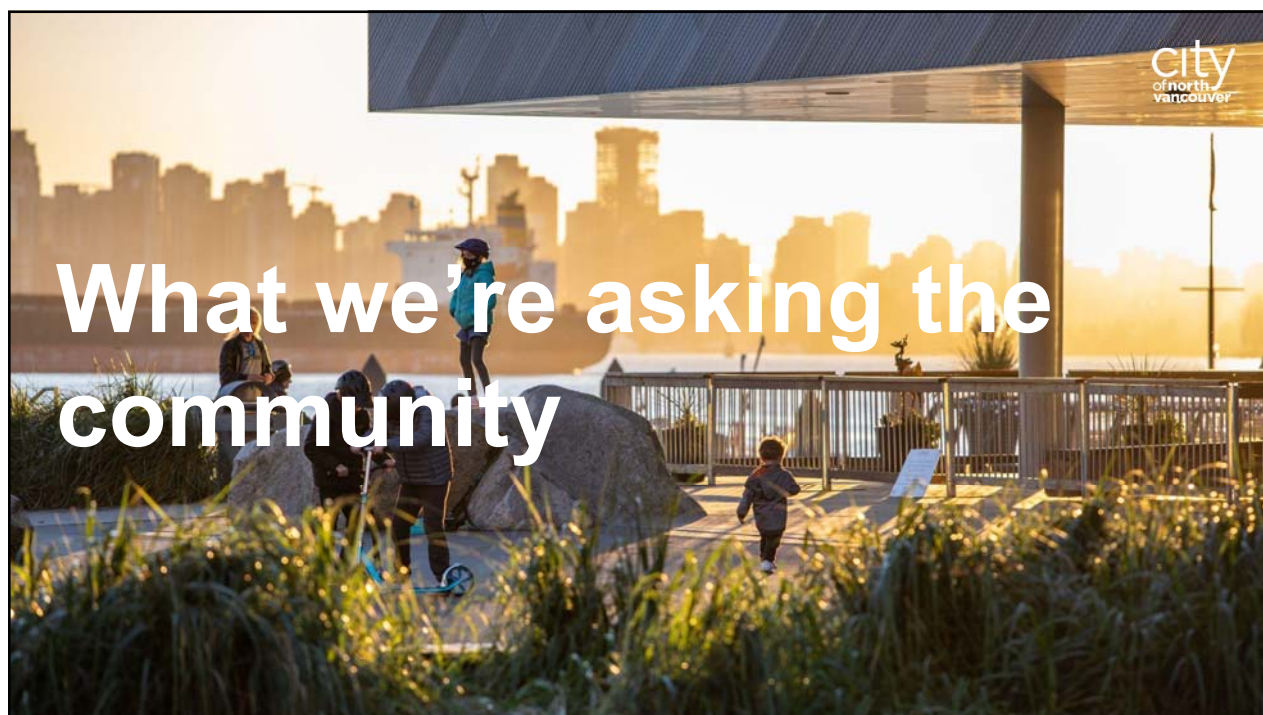
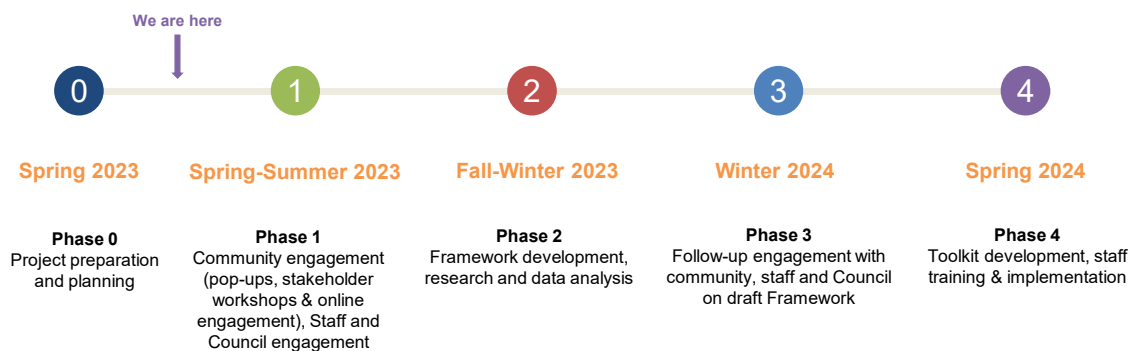


A strong engagement framework (and process to design one) fosters trust and meaningful relationships with community and stakeholders, and facilitates informed decision-making.



Developing our framework

Our approach & timeline



**Hearing from
community**

1

**Principles for
engagement**

*What principles
resonate most with
you?*

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**Meaningful
engagement**

*What does effective
engagement look like?*

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**Equitable
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*What are the most
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**Hearing from
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*How can we remove
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**Making engagement
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**Impactful
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*What would make you
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ideas and feedback?*



Validating the framework

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Presenting the framework

We will present our draft framework to the community.

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Allowing people to review and advise

We will confirm with the community what we heard and implemented.



Next steps



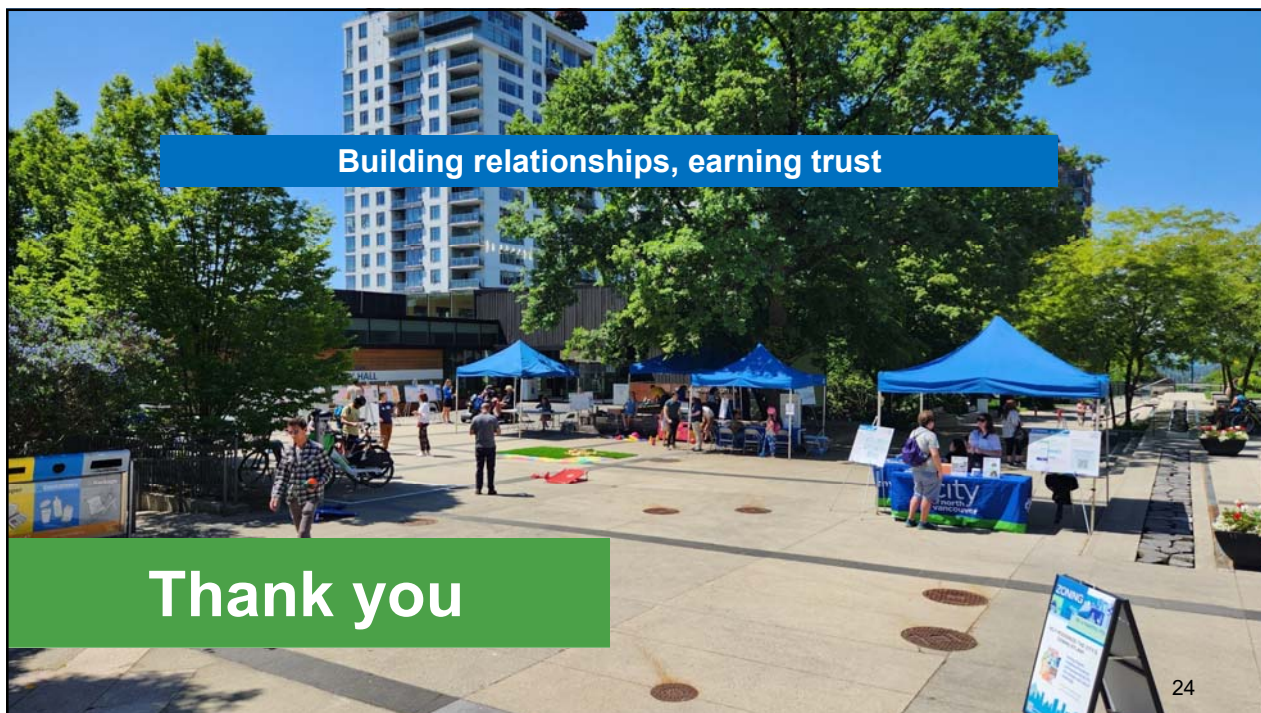
Maintaining engagement



- Keep projects moving
- Testing our approach
- Ongoing relationship building



city
of north
vancouver




Building relationships, earning trust

Thank you

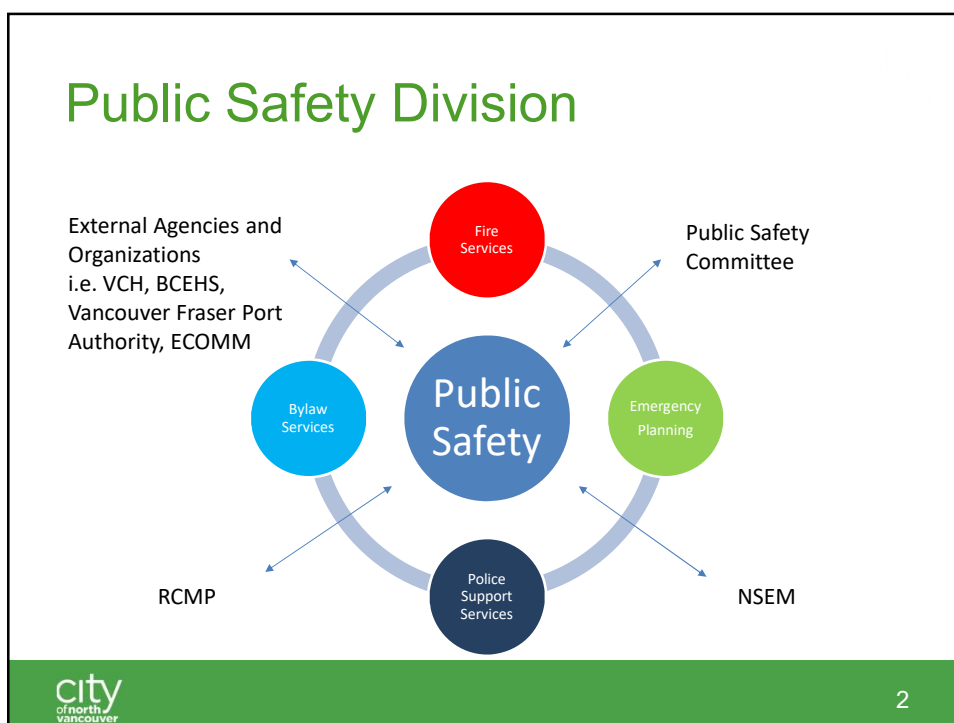
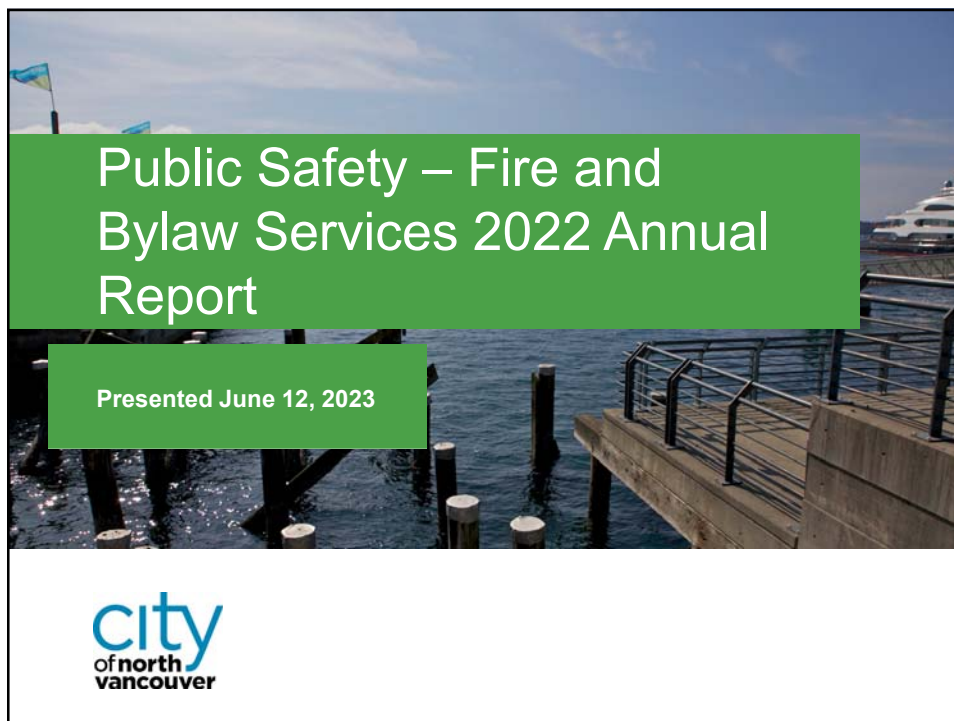
24

IAP2 Spectrum of Public Participation

IAP2's Spectrum of Public Participation was designed to assist with the selection of the level of participation that defines the public's role in any public participation process. The Spectrum is used internationally, and it is found in public participation plans around the world.

INCREASING IMPACT ON THE DECISION 					
	INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
PUBLIC PARTICIPATION GOAL	To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.	To obtain public feedback on analysis, alternatives and/or decisions.	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision making in the hands of the public.
PROMISE TO THE PUBLIC	We will keep you informed.	We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision.	We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	We will look to you for advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.	We will implement what you decide.

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Fire Services Highlights 2022

North Vancouver City
Fire Department

2021-2024 Service Priorities

- SERVICE DELIVERY
- COMMUNITY OUTREACH



Emergency Planning

- EXTREME WEATHER
- RESCUE TASK FORCE

Fire Services Highlights 2022 – cont'd



Fire Prevention
and Education

- DEVELOPMENT SERVICES
- SQUAMISH NATION
- FireSmart
- Prevention Work



Fire Operations

- CALLS FOR SERVICE
- TRAINING

Bylaw Services Highlights 2022

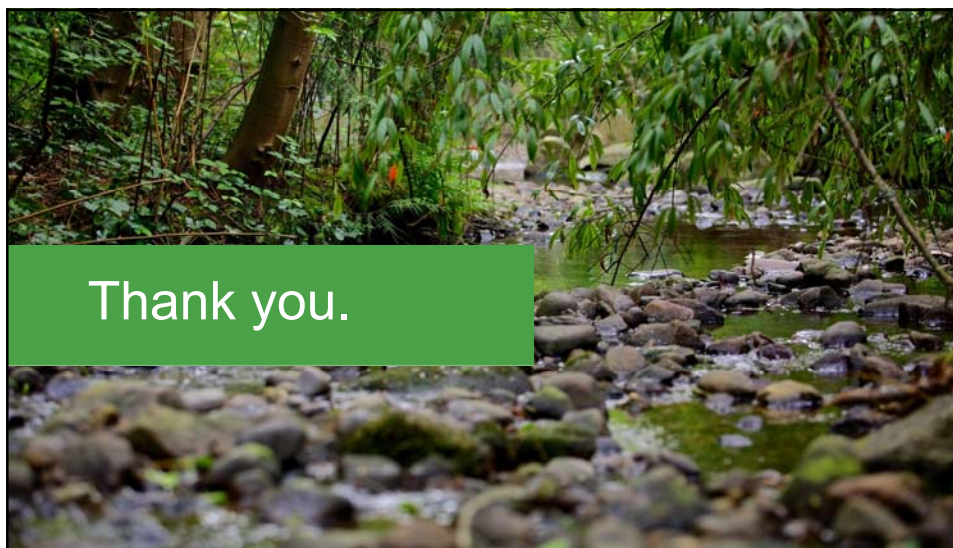


- SERVICE DELIVERY
- COMMUNITY EDUCATION

Bylaw Services



- CALLS FOR SERVICE
- TRAINING



Thank you.

NORTH VANCOUVER CITY FIRE DEPARTMENT

ANNUAL REPORT
2022

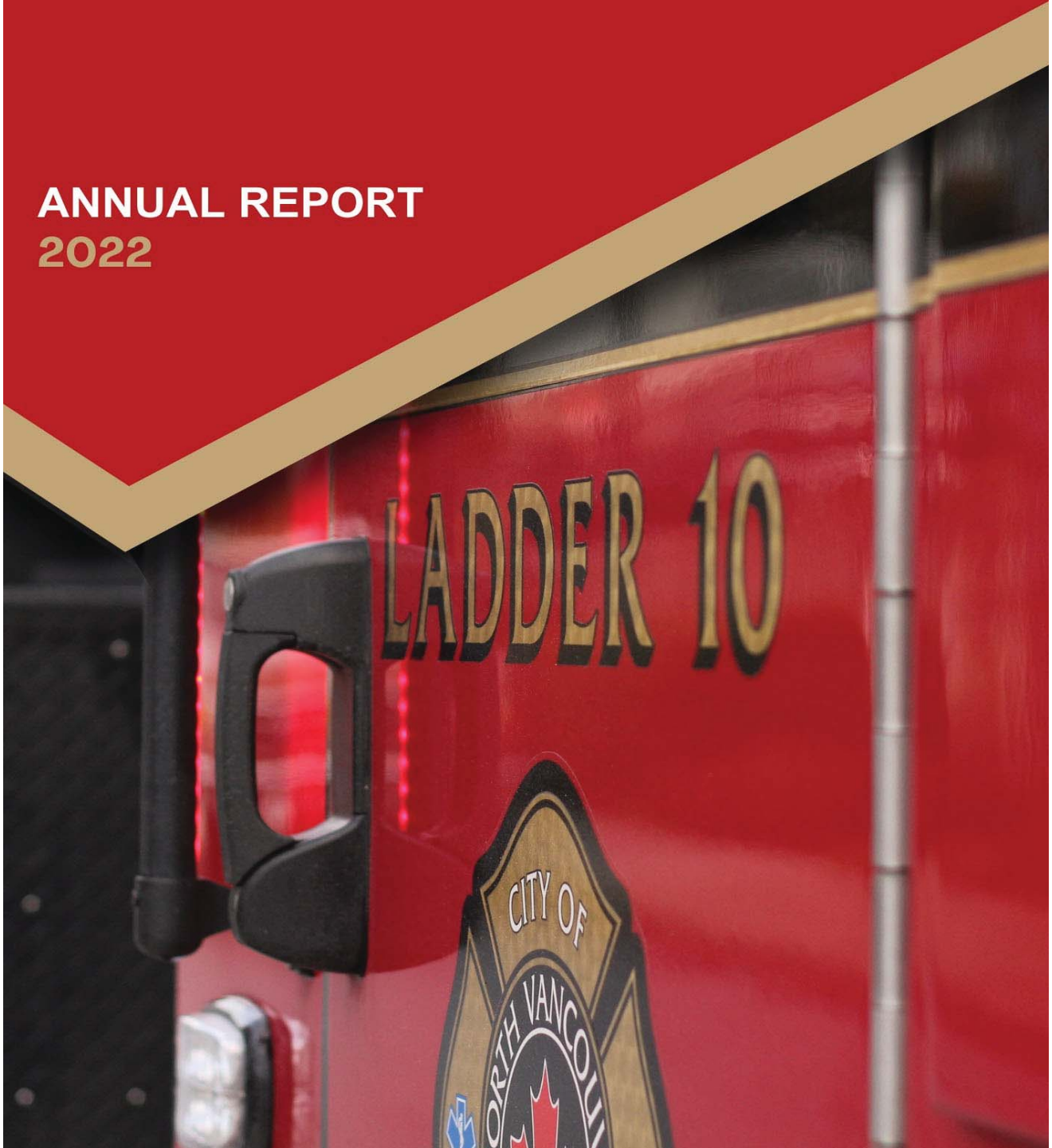


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Message from the Fire Chief

On behalf of the dedicated staff who proudly represent the North Vancouver City Fire Department it is my distinct honour to present our 2022 Annual Report.

The NVCFD has been dutifully serving the City and those who live, work and play on the North Shore since 1907. Our mission is to empower all citizens in our community with life safety skills, to protect life and property while serving with compassion, leading with integrity, and never compromising safety.

In 2022, the NVCFD experienced further development as a community service provider. With the resumption of our regular operations following the pandemic, we dedicated significant efforts to our primary responsibilities, including incident response and proactive response in life safety prevention initiatives.

Staff continued to provide a compassionate, adaptive and resilient approach in response to challenging community issues such as the opioid and homelessness crisis, as well as being prepared and responsive during extreme weather events associated to the effects of climate change. Our staff have successfully navigated through these challenges with tremendous professionalism and integrity. Our commitment to providing the highest level of service was prioritized with a consistent focus on the health, wellness and safety of our members and the public.

While this report highlights what we accomplished in the past year with respect to our core functions in emergency response, fire prevention and public education, it also provides a wholesome update on how we as a public safety agency are progressing in achieving the goals and objectives that were set out in our 2021 Strategic Service Priority Plan.

As we embark on a new year, we look forward to the opportunities and challenges that lie ahead. We remain committed to our mission and will strive for excellence in all our endeavors. We are determined to embrace inventive and forward-thinking approaches to our tasks and are fully invested in our relationships with our community partners. These efforts will strengthen our capabilities as public service providers and guarantee that we are guided in our efforts to achieve the City's vision.

Sincerely,



Greg Schalk

Fire Chief and Public Safety Director

Service Priority Plan – Looking Ahead 2022

In 2021 The North Vancouver City Fire Department's (NVCFD) developed a Service Priorities Plan (SPP) intended on guiding the Fire Department's activities over the course of the next four years. The SPP aligns with Council's Strategic Plan and with the City of North Vancouver's Corporate Business Plan. The SPP, comprised of four service priorities was inspired by the City of North Vancouver's vision of "A City for People, A Healthy City for All". The service priorities focus on the NVCFD's aim to make a measurable difference in life safety outcomes and service to the community, while maintaining critically important fire suppression response times and performance. This annual report will highlight the progress the department has made in the specific areas of the plan in 2022.

Objective 1.1

In 2021, the Fire Prevention Office delivered three virtual presentations through Impact North Shore to new residents. For 2022, an in-person fire hall tour and education session was conducted with a group of 12 new Canadians. In 2023, Staff will continue to schedule educational opportunities with Impact North Shore building on the successes of 2022.

Objective 1.2

Staff engagement with the Squamish Nation in 2022 included presenting at a Squamish Nation Elders event, hosting a Fun Day BBQ with Esliha7an residents, participating in the FNESS (First Nations' Emergency Services Society) Bootcamp for youth, and hosting monthly meetings to discuss public safety.



Objective 1.3

The Community and Public Safety (CAPS) Volunteer program had its inaugural launch in the Fall of 2022. CAPS is a thriving volunteer public safety outreach program that has made a remarkable impact on the community by fostering a safer and more secure environment for all residents. One of the key strengths of the program is its emphasis on proactive community involvement. The CAPS program has successfully provided hundreds of citizens with life safety information pertaining to hazards in and around the home, personal safety hazards in the community relating to extreme heat, and positively engages with the public as ambassadors of the Public Safety Division.

CAPS is also in the early stages of a new initiative focused on conducting regular monitoring of the City's public spaces documenting data on Bylaw infractions and providing valuable assistance to the Bylaw division in identifying areas that may require increased and targeted patrols during specific times of the day. This collaborative effort aims to enhance the overall safety and security of the community while helping to address reoccurring issues in a timely and efficient manner.

A highlight of the CAPS efforts in 2022 was the collaboration with the Squamish First Nations Guardian program. CAPS volunteers actively engaged with the Guardians to complete a door-to-door campaign distributing fire and life safety information and engaging with residents in the Mission community. An intentional focus was given to the importance of having installed and working smoke alarms, fire extinguishers and the need to exercise caution while cooking, smoking and the potential risks of using candles during seasonal or ceremonial activities. Discussions were also held with the Guardians in regards to FireSmart possibilities and identifying homes that were in need of a FireSmart assessment.

By fostering strong collaborative working relationships with the First Nations community, the program promotes trust and collaboration, empowering residents to take an active role in ensuring fire and life safety.

To date, the accomplishments of the CAPS program can be attributed to its dedicated volunteers and their passion and commitment to create a safe and inclusive community for all citizens; we look forward to future engagements and continued success.



Objective 1.4

Public Safety is continuing to work on a number of initiatives with various external agencies to increase the level of support that the fire department can provide to the vulnerable populations within our community. In 2022 the fire department collaborated with the North Shore Solutions Navigators program to better assist fire department staff in providing continued support to residents in need.

Additionally through the Strengthening Communities grant we were able to distribute 30 care kits to vulnerable members of our community and our extreme weather response program was enhanced through coordinated efforts with the Homelessness Services Association of BC assisting those in need of sheltering services in extreme situations. In 2022 the NVCFD also continued its warming kit program with the NV RCMP handing out numerous kits to unhoused persons in need.

Objective 1.5

In 2022 the NVCFD piloted its CPR/AED life safety program in coordination with School District (NVSD) 44 secondary schools. The program focused on having NVCFD certified instructors deliver Red Cross CPR-C and AED curriculum to Sutherland and Carson Secondary students empowering them with critical life safety skills and enhancing the relationship and awareness of fire services in the community.

In total the program was able to certify 130 students with an additional 120 students being provided an awareness level of training and education.



Objective 2.1

Staff are continuing to research prioritization for scheduling Fire Safety Inspections based on a risk-based and data-driven inspection framework. It is anticipated that a new risk-based inspection schedule will be finalized and implemented by the end of 2023.

Objective 2.2

Fire Department Staff began using the Infor system in June 2022 and are conducting most of its inspection work using the new platform. Work is still underway on the development of the final few components, along with an interface with the current Dispatch system, FDM. It is anticipated that by the end of 2023, Infor will be in full operation for Fire Inspection Staff.

The duties of Fire Prevention division staff have been re-aligned to allow for a dedicated staff member to focus on development work within the City. This has allowed staff to work more closely with planning and development staff and improve the Fire Department review and acceptance turnaround time.

Objective 3.1

The NVCFD continues to utilize technology while collaborating with other Departments within the City to identify trends, priority response routes and associated “heat maps”. The NVCFD tracks numerous areas and records the data for a means of continuous improvement (e.g. improved turnout times) through education and awareness. Shared monthly stats with our staff increase the overall awareness and understanding on the importance of evidence based decision-making. In 2022 as part of the budgeting process for 2023, the fire department identified the need to advance our data and analytics program to better identify and capture key metrics to assist us in medium and long term strategic planning and decision making.

Objective 3.2

In 2022 The NVCFD dedicated a significant portion of its training resources to enhancing its ability to deliver services in the areas of special operations. As a result our department has achieved the following:

- Nearly 60 percent of our staff are licensed to the EMR or higher level for medical assist delivery.
- Over 90 percent of our operations staff are certified as hazardous materials technicians.
- Over 50 percent of our staff are certified or have received enhanced training as specialty discipline instructors.
- In 2022 we were able to increase our fire officer pool by 10 percent.
- We were also able to increase our THARRP (Technical High Angle Rope Rescue Program) funded instructor program compliment by two which also increases our funding and support allocation from the BC Construction Safety Alliance for our high angle rescue program.

In addition in 2022 the NVCFD transitioned to a new training records management system which enabled us to align with our shared services partners in the District and West Vancouver and District of North Vancouver. All three departments now have the ability to share training calendars and training related resources which will help us be more effective and efficient in our ability to operate across the North Shore.

Objective 3.3

In March of 2022, the three North Shore Fire Departments renewed their Cooperative Fire and Rescue Services Agreement for another five years. This progressive agreement commits the North Shore fire departments to providing the highest level of coordinated service to all residents with a focus on safety, collaboration, risk mitigation and fiscal responsibility.

Objective 4.1

In 2022, Fire Department Staff continued with implementing the recommendations of the Community Wildfire Protection Plan by promoting FireSmart initiatives to the community. NVCFD staff attended three separate Community Events, supporting CNV Parks in June at Greenwood Park, attending Canada Day festivities, and participating with Rivers Day in September at Mosquito Creek Park. NVCFD staff also attended the 2022 BC FireSmart Wildfire Resiliency and Training Summit in Kamloops, to hear from leaders in wildfire resiliency.



Objective 4.2

In 2022, the NVCFD put into service one new Triple Combination Pumper (Engine) and one new Aerial Ladder Truck. Both apparatus are equipped with anti-idle reduction technology that will not only reduce greenhouse gases but will help reduce fuel costs. Additionally the fire department placed orders for two plug-in electric support vehicles for our Fire Prevention Office.



The fire department continues to explore opportunities to invest in battery operated specialty

equipment in replacement of the traditional gas operated tools and in 2022 the NVCFD was able to transition some of our heavy rescue spreaders and cutters (jaws of life) over to a Pantheon battery operated system which reduces noise, exhaust and fuel use with no negative impact on performance.

Objective 5.1

The North Shore fire departments continue to collaborate refreshing the tri-municipal recruitment process and campaign with the intention of appealing to a more diverse set of applicants. In 2022 the NVCFD prioritized a more targeted recruitment campaign in collaboration with School District 44 (SD44) by enhancing our ability to support the schools' work experience program (WEX) and providing three local students the opportunity to gain up to 90 hours of hands on experience each in a working firehall learning the expansive aspects of the fire service.

In October, the three North Shore fire departments partnered with First Nations Emergency Services to offer the first of its kind Youth Boot Camp to First Nations youth on the North Shore. The program hosted a diverse group of 22 high school students over three days, introducing them to the various aspects of fire fighting in a fun, engaging and culturally bonding experience. Plans to expand the program in 2023 are underway.

NVCFD also continues to support Camp Ignite, a youth firefighting mentorship program for girls between the ages of 15 and 18 years old. Since the program began in 2011, NVCFD has sponsored 1-2 campers annually, from our local high schools.

Objective 5.3

NVCFD has continued to build on its health and wellness initiatives in 2022. After our staff completed the firefighter resiliency pilot with Dr. Duncan Shields in 2021, the pilot was tweaked based on feedback and adapted to be available online for all IAFF locals in the Province of BC.

NVCFD is very proud to have been at the grassroots of the program, showcasing our dedication and commitment to the mental well-being of our staff.

Our resilient minds program has continued to develop, with our in-house instructors continuing to build content based on the calls we respond to within our community. In early May of 2022, we created two additional resilient minds trainers to ensure the seamless delivery of our program within the department.

Emergency Management and Planning

Climate Emergencies Response

As a result of the significant number and escalating climate events that are occurring in our region over that past number of years the City of North Vancouver, in coordination with its partner agencies, engaged in the following bodies or work in 2022:

- Partnered in completing a North Shore 2021 Extreme Weather After Action Review in May 2022.
- Partnered in producing an Extreme Heat Communications Plan in May 2022.
- Partnered in producing an updated North Shore Extreme Heat Response Plan in May 2022.
- Partnered in producing a coordinated set of Fire Risk Action Guidelines that relate directly to actions associated with the Fire Danger Ratings and interface/wildfire risk on the North Shore.
- Collaborated on the Connect and Prepare Initiative facilitated in coordination with the Hey Neighbor Collective.
- Partnered in streamlining and updating the Extreme Weather Alerting process in coordination with the Homelessness Services Association of BC.



Cooling Mist Stations

Major Emergency Response Planning

In 2022 the North Vancouver City Fire Department conducted a number of exercises as a way of ensuring we are adequately prepared to the respond in to a major disaster or significant event.

Preparedness and training work included:

- Conducted our annual training on our Major Emergency Operations Plan in coordination with the three North Shore fire departments, NSEM and other emergency response agencies.
- Established a Rescue Task Force program with the three North Shore fire departments and two North Shore policing agencies and conducted interagency training in the spring and summer of 2022.

Training and Development

As an “All Hazards” response organization, our firefighters must engage regularly in specialized discipline specific training to ensure we maintain our high standards and competency requirements. In 2022, the NVCFD completed 19,161 hours of scheduled specialized training.

2022 Specialized Training Focused Areas

Fire Officer Training	Wildfire
Fire Behavior/Dynamics	Fire Ground Operations
Confined Space Rescue	Hazardous Materials
High Angle Rescue	Emergency Medical Responder (EMR)
Tower Crane Rescue	Incident Command Strategies and Tactics
Swift Water Rescue	High Rise Firefighting
First Medical Responder (FMR)	Major Emergency Operations Plan (MEOP)
Auto Extrication	

19,161
hours

Specialized
Training



In addition to specialized training, NVCFD members regularly engage in company level training to maintain their foundational skills and to ensure compliance with the BC Office of the Fire Commissioner's Fire Service Structure Firefighters Competency and Training Playbook.

As part of their on-going professional development, NVCFD members also regularly engage in external training opportunities, workshops and conferences.

2022 Company Level and External Training

- ◆ Rescue Task Force
- ◆ Fire Ground Operations – Nozzle Forward
- ◆ Radiation Detection Training
- ◆ Marina and Industrial Facilities Familiarization
- ◆ THARRP (Technical High Angle Rope Rescue Program) Certification Courses
- ◆ Rapid Intervention Team (RIT) Training
- ◆ Health and Wellness – Critical Incident Stress Management and Resilient Minds
- ◆ Hazardous Materials Technician Courses
- ◆ Fire Service Instructor
- ◆ Blue Card Instructor - Incident Commander Training
- ◆ Overdose Awareness Training in collaboration with Vancouver Coastal Health (VCH)
- ◆ Reconciliation and Cultural Awareness Training – Brad Baker



Fire Prevention

Our Fire Prevention Division plays an integral role in our ability to provide the citizens of the City of North Vancouver the highest level of public safety and education possible. The expectation of Fire Prevention Officers is to manage the responsibilities associated with the following:

- ❖ Conducting Building Inspections
- ❖ Ensuring Fire Safety Code Enforcement
- ❖ Conducting Fire Investigations
- ❖ Reviewing Building Plans
- ❖ Pre-planning buildings
- ❖ Delivering public education
- ❖ Overseeing Fire Department Communication and Technology systems
- ❖ Food Truck Inspections



INSPECTABLE PROPERTIES
(3771)

The Fire Prevention Office maintains an exceptionally busy schedule with routine annual inspections, business licenses, complaints, and new buildings occupancy inspections. Fire Prevention Staff play a vital role in the new development process, from Re-Zoning, to Building Permit issuance and Occupancy acceptance. The City's total number of inspectable properties currently sits at 3771. With the amount of new construction forecasted in the City, this number typically increases between 6-10% annually.

This increase results in the additional review of building plans, Construction Fire Safety Plans and Protection of Adjacent Building reports as well as extensive functional testing to ensure all life safety systems are operational.

The Fire Prevention Office is also responsible for reviewing Building Compliance Letters (BCL) and reviewing occupant load applications. A Building Compliance Letter is a fee-based service that provides inspection information on any property in the City. The department reviewed 61 BCLs in 2022 along with 54 Special Event Occupant Load Certificates, an increase of 11% from 2021.

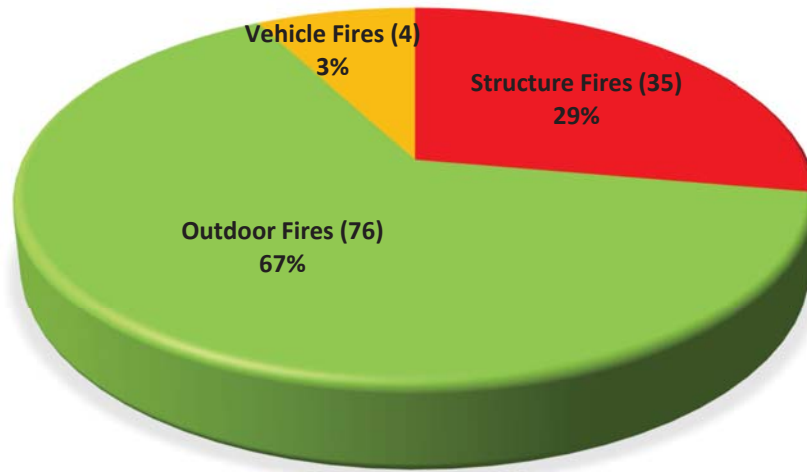
Revenue is derived from both review activities and the examination and reporting of false alarms. Based on the figures listed below, we saw a revenue increase of approximately 70% which can be attributed to both the increase in development and the incremental scale of the false alarm fee schedule.

TOTAL REVENUE - \$280,700.00



Fire investigations comprise a significant component of Fire Department activity. 113 fires were investigated in 2022; this is a slight increase from 90 fires investigated in 2021. A large majority of the fires we respond to are outdoor fires, consisting of brush fires, dumpster fires and open burning. In 2022, there was one minor fire related injury and no fire deaths.

2022 FIRE INVESTIGATIONS



Potential fire loss \$273,250,217

Total fire loss incurred \$3,145,399

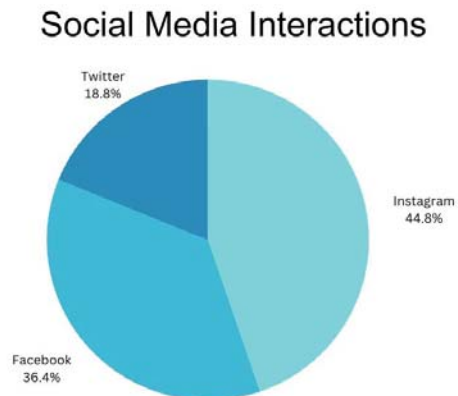
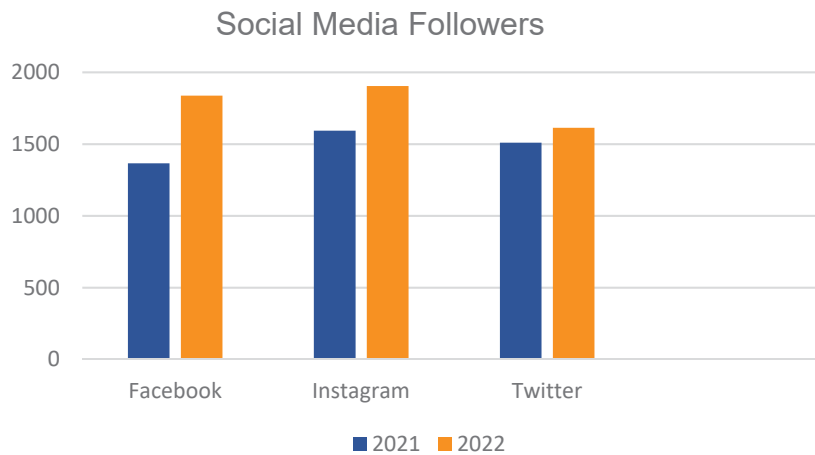


Public Education and Outreach

One of the most significant non-emergency roles the Fire Department plays is in continual community engagement. While Covid-19 had a significant impact on our ability to deliver many of our typical annual events, we have been very fortunate to be able to once again host some of our most anticipated events such as Fire Prevention Week, Hot Summer Nights and Fire Hall Tours. For 2023, Fire Department Staff conducted 37 in-person public education events, almost in-line with pre-pandemic levels.

Some highlight events for 2022 include Hot Summer Nights, FireSmart, Squamish Nation Elders, Grand Boulevard Pumpkin Walk and Fire Prevention Week activities.

Even with a return to in-person delivery, Fire Department Staff have been able to maintain its online and virtual social media presence, as a way to engage as many of the community as possible. This has been an extremely successful shift for our online exposure and we have been able to engage many followers through these platforms.

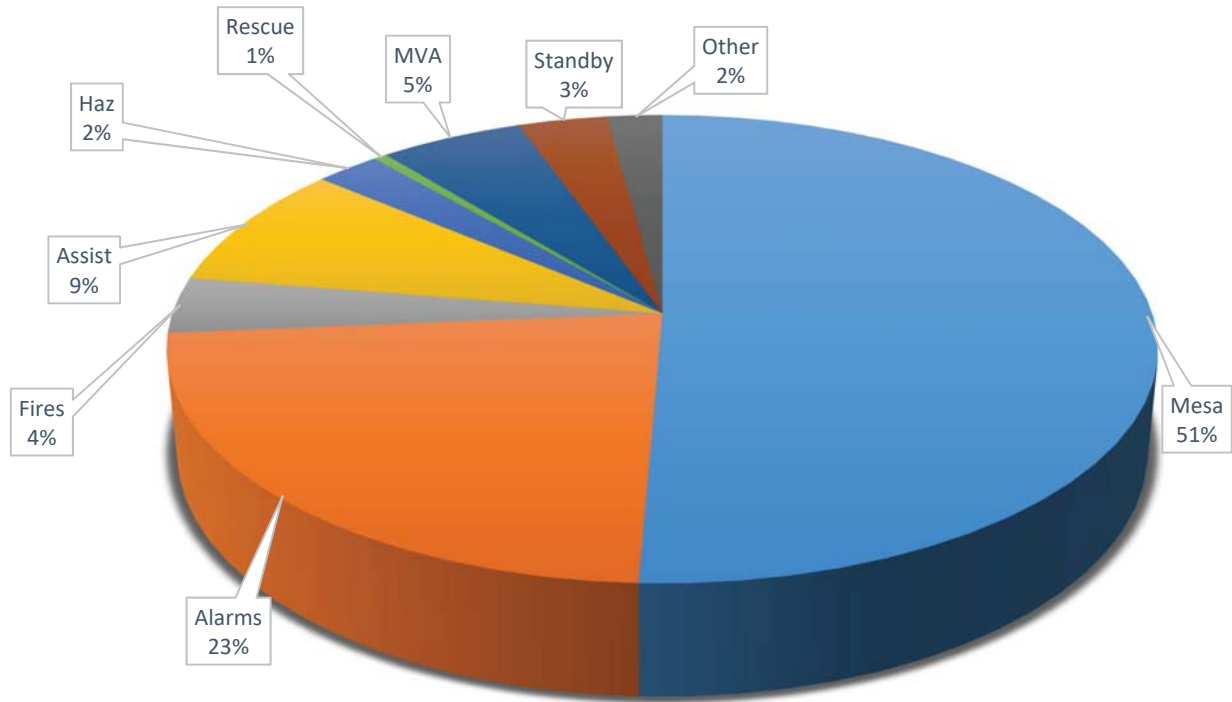


Responding to Incidents

The NVCFD is an “all hazards” response agency servicing the community by responding to all types of emergency and non-emergency incidents.

We pride ourselves on providing the highest level of customer service and ensuring we are embracing industry best practices and being at the forefront of service delivery.

NVCFD 2022 Calls for Service



Total Calls: 3970

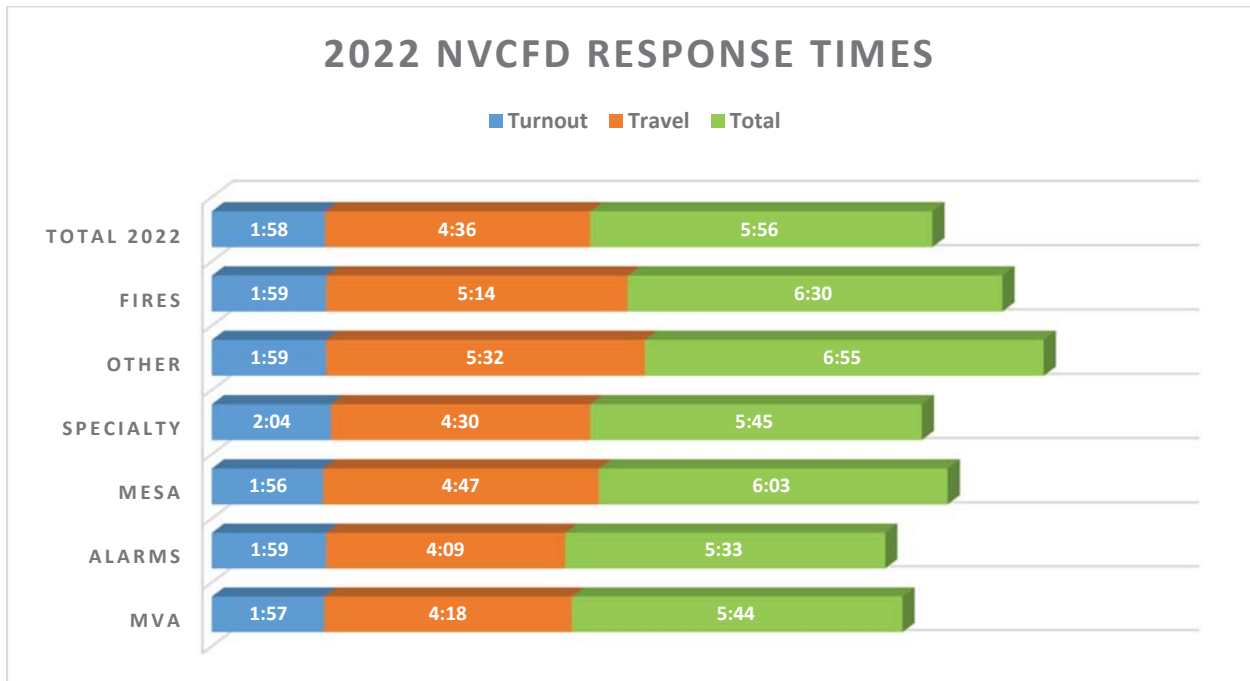
This equates to a 10.3% increase from 2021

■ Mesa ■ Alarms ■ Fires ■ Assist ■ Haz ■ Rescue ■ MVA ■ Standby ■ Other

Performance Metrics

In 2020 the NVCFD adopted the NFPA 1710 Standard for Response Time Measurement by moving from measuring performance based on the average response times to the measuring our response performance as it relates to the 90th percentile.

Based on this model our 2022 response times were:






**specialty – technical rescues and hazardous materials*

**turnout time – time from when call gets dispatched to when fire apparatus is on route*

**travel time – time from when apparatus is on route to when it arrives on scene*



 Department Manager	 Director	 CAO
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The Corporation of **THE CITY OF NORTH VANCOUVER**
PUBLIC SAFETY AND FIRE DEPARTMENT

INFORMATION REPORT

To: Mayor Linda Buchanan and Members of Council

From: Paul Duffy, Manager, Bylaw Services

Subject: 2022 BYLAW SERVICES OVERVIEW

Date: May 31, 2023 File No: 09-3900-01-0001/2023

SUMMARY

This report provides Council with an overview on Bylaw Enforcement activities in 2022. The goal of Bylaw Enforcement is to achieve compliance with municipal bylaws through fair, consistent, transparent and reasonable enforcement practices that support building a healthy, safe and prosperous community.

BACKGROUND

In April 2022, Provincial Health Orders and restrictions eased, eliminating the requirement for Bylaw Services to investigate and provide assistance in the compliance and enforcement of Provincial Health Order complaints. This designation acknowledged the expertise and critical role that bylaw officers played in the community during the public health emergency. The year 2022 also came with staffing challenges, taking into account retirements and transfers, both internal and external. Generally, the same file volume was maintained as was done in 2021, while doing so with less staff resources. While the service delivery was maintained for City residents in addressing complaints in a timely manner, the City's proactive parking statistics were impacted, as staff normally assigned to parking enforcement were redirected to the additional bylaw complaints.

As we enter the second quarter of 2023, a plan has been formulated to address the staffing challenges of the department. The following report will provide statistics for the variety of investigations that the department investigated in 2022, including traffic related offences/ticketing, animal control related complaints, and a variety of other bylaws commonly enforced in the City.

DISCUSSION

Bylaw Services

Bylaw Services consists of four categories of employees; each assigned different functions within the department. In addition to the Manager, Bylaw Services, there are nine full-time employees, two full-time Bylaw support/screening staff, two full-time parking enforcement staff, four full-time Bylaw Enforcement Officers and a Bylaw Supervisor. One temporary full-time position and a small pool of auxiliary staff supplement parking enforcement. Staff utilize two automatic licence plate reader vehicles that assist with parking enforcement and four additional vehicles that support the remaining staff.

Bylaw Enforcement Officer – Hours of Operation

Bylaw Enforcement Officers provide enforcement services seven days per week, with extended hours ranging from 6:30am to 9:00pm. Bylaw support staff continue to provide services during standard City Hall operating hours, Monday to Friday from 8:30am to 5:00pm. The expanded coverage has enhanced staff response to a number of investigations, such as Sunday and after-hour construction complaints, on-street oversized vehicle and recreational vehicle parking, and animal control issues. After-hour complaints are monitored by the Manager, Bylaw Services, and addressed on a priority basis.

Complaints Received

Year	2019	2020	2021	2022
Overall complaints received	3,052	2,887	3,505	3,570
Parking complaints	1,910	1,476	1,973	2,107

Parking Enforcement

The City continues to see an increase in competition for curb space. Rapid Bus lanes, mobility lanes, ride-sharing, electric charging stations, curbside deliveries, scooters and e-bikes all compete for curb space, along with personal vehicles. In the past five years, Bylaw Services has evolved by taking on additional enforcement roles, including a construction ambassador and a property use inspector. These changes impacted proactive parking enforcement and contribute to a reduction in parking enforcement revenue.

Parking enforcement continues to account for a significant portion of the Bylaw Enforcement Officers' regular workload. In addition to routine parking enforcement of time and zone restricted areas, response to parking complaints from the public occurs on a daily basis.

Parking Related Statistics

Table 1 provides data from parking related tickets issued in 2019, 2020, 2021 and 2022.

Table 1: Parking Related Ticket Data

Bylaw Tickets Details	2019	2020	2021	2022
Warning Tickets Issued	4,520	3,326	2,739	1,953
Total Tickets Issued Under Street and Traffic Bylaw	18,300	10,261	12,847	9,189
Total Tickets Issued Under Other Bylaws	175	263	220	252
Total Number of Bylaw Notices Issued (Tickets)	18,475	10,524	13,067	9,441
Total Bylaw Notices Paid	11,854	5,547	8,564	6,510
Total Bylaw Notices Unpaid	4,400	4,074	4,607	2,072
Total Tickets Voided (Errors/Lack of Evidence)	2,221	903	1,465	858
<small>*Is considered a ticket but removed from unpaid total</small>				
Percentage of Bylaw Notices Paid	64.2%	57.6%	73.8%	78.1%
Revenue Received from Collections ¹	\$8,738.83	\$12,415.62	\$65,081.96	\$44,730.00

Bylaw Enforcement Officer

Bylaw Enforcement Officers enforce several different bylaws, along with the Street and Traffic Bylaw. Calls for service relate to any one of the following bylaws:

- Construction Regulation;
- Zoning (use of property, including structures and unapproved suites);
- Nuisance Abatement (unsightly and unsanitary conditions);
- Business Licence (assist Licence Inspector as required);
- Minimum Maintenance Standards (exterior physical condition of private property);
- Rental Premises Standards of Maintenance and Prevention of Nuisances (interior condition of residential rental properties and measures to mitigate rental property impacts on a neighbourhood);
- Rodent Control;
- Noise Control;
- Parks Regulation (animals at large, camps);
- Solid Waste Management Service (garbage pick-up, bins);

¹ Any tickets not paid after 34 days are forwarded to the collection agency.

- Environmental Issues regulated through the Sewerage and Drainage Utility and the Stream and Drainage System Protection Bylaws (substances poured or draining into the City’s catch basins);
- Wharf Regulation (crab traps, other activities);
- Smoking Regulation; and
- Real Property Regulation.

Bylaw Complaints Investigated

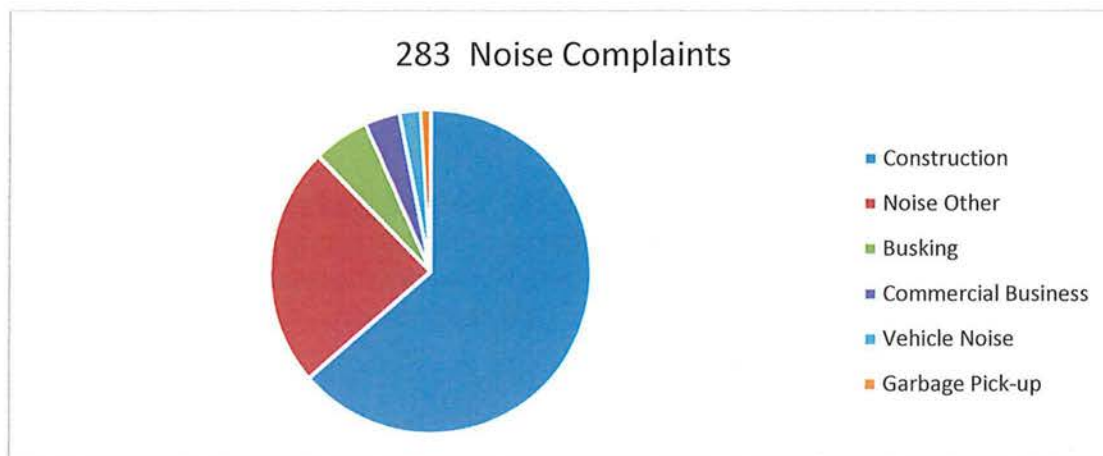
Table 2 provides data on bylaw complaints investigated in 2019, 2020, 2021 and 2022.

Table 2: Bylaw Complaint Data

Call-for-Service Description	2019	2020	2021	2022
Minimum Maintenance (Fence in disrepair)	4	3	0	3
Graffiti	18	27	27	23
Noise (Other than construction)	71	90	130	103
Construction Noise	121	166	172	180
Nuisance Abatement (Debris/untidy)	254	254	306	361
Parks *	19	64	110	172
2nd Cooking Facility/Unapproved Suites	70	58	71	42
Stream & Drainage	10	18	28	28
Standard of Maintenance	23	23	24	24
Sprinkling/Water	21	17	34	35
Street & City Land (Sidewalk obstructions)	236	224	163	151
COVID Complaints	n/a	183	120	25
Wharf Bylaw	1	5	2	6
Zoning Bylaw (Structures/setback)	9	10	13	6
Business Licences (Operating without a licence)	1	15	5	8
Total	858	1,157	1,205	1,167

* There were 41 homeless camps in 2020, 73 in 2021 and 144 homeless camps in 2022. Approximately \$34,000 was spent in dumping fees associated with these camps in addition to the staff supplied by Bylaw Services, Parks and RCMP.

Noise Complaints by Category



Animal Control Services

Animal Control Services is regulated by the City through several bylaws (i.e. Dog Tax Regulation Bylaw, Small Creatures Limitation Bylaw and the Parks Regulation Bylaw). The majority of calls for service for animal control infractions relate to contraventions of the Dog Tax Regulation Bylaw, which regulates the keeping of dogs within the municipality. Animal Control Services deals almost exclusively with dogs. During this past year, the Animal Control Officer was acting as the Bylaw Supervisor and other bylaw staff filled in as and when required, thus there is a dip in the statistics and park patrols.

Animal Complaints

Table 3 provides data on animal related complaints that were responded to by Bylaw staff in 2019, 2020 and 2021.

Table 3: Animal Complaint Data

Call-for-Service Description	2019	2020	2021	2022
Stray Dogs Picked Up	12	9	9	16
Dogs Returned	11	8	7	13
Adopted Dogs	1	1	2	3
Dogs Euthanized	0	0	0	0
Off-Leash Education Interactions (City promotional dog leash provided)	40	55	48	25
Written Warning Tickets	3	2	8	13
Verbal Warnings	185	275	256	93
Tickets Issued	26	22	41	33
Dog Attack/Bites	39	37	42	35
Dogs Declared as Vicious	3	2	1	0
Noisy Dog Complaints	20	17	18	26
Dead Animal Picked Up	93	84	99	88
Chicken Complaints	0	1	0	2
TOTAL	433	513	531	347

Animal Control staff have been documenting their attendance at the 50+ parks within the City – in 2022, 330 patrols were recorded, 1,185 patrols in 2021, 1,530 patrols in 2020 and 845 in 2019. Added patrols conducted on electric bicycles has extended and increased coverage.

Bylaw Support/Screening Staff

Two Bylaw support/screening staff working at City Hall receive and respond to approximately 750 emails and phone calls from the public each month. They create follow-up files for Bylaw Officers and conduct an initial review (screening) of any tickets that are in dispute. In 2022 staff worked through 724 ticket screens, and in 2021, 478 ticket screenings, compared to 323 in 2020.

Bylaw Adjudication Registry

The City of North Vancouver utilizes a Bylaw Adjudication System that allows for the resolution of minor bylaw disputes at the local level, rather than through the Provincial Court system. Previously, anyone wishing to dispute a bylaw ticket had to appear in a BC Provincial Court, which can be an expensive, intimidating and time-consuming process. With the Bylaw Adjudication System, a provincially appointed adjudicator, centrally located at City Hall, hears all disputes. In 2022, the City held one adjudication hearing for 18 ticket disputes. In 2021, the City held three adjudication hearings for 55 ticket disputes and 18 ticket disputes in 2020.

FINANCIAL IMPLICATIONS

The general goal of Bylaw Enforcement is compliance; ticket and fine revenue is a by-product of Bylaw Enforcement. Bylaw Services' role has changed significantly since 2016 when the duties were primarily parking enforcement and nuisance related. Bylaw staff, with the additional role of acting as construction ambassadors, property use inspectors' duties have impacted ticket revenue and, while ticket revenue is not considered a primary goal, it does assist in off-setting enforcement costs. With additional resources approved during the 2023 budget and directed specifically at parking enforcement, not only is it expected to enhance a safe mobility network, but also an increase in ticketing revenue.

INTER-DEPARTMENTAL IMPLICATIONS

Bylaw Services continues to work in collaboration with all of the City's internal departments and external agencies, utilizing a measured approach in addressing any issues that arise. Our partnerships include, but are not limited to:

- Building Inspections and Engineering Development Services staff, through the Construction Ambassador in a collective team approach, effectively manage the large construction sites in the City. This position has been very effective in dealing with the impacts of construction activity;
- Environment on initiatives/issues, including responding to dumping complaints near drainage systems, catch basins and creek;

- Engineering on traffic control efforts, with street occupancy/use data collection, date entry, monitoring of the Resident Exempt parking program and participating in the coordinated elementary school traffic safety campaigns;
- Planning Division staff when responding to Land Use or other Zoning Bylaw issues;
- Parks on complaints related to homeless camp clean-ups, off-leash dogs, etc.;
- Support for large festivals/events in the City; and
- RCMP on homelessness, nuisance properties and COVID-19 Provincial Health Orders.

STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS

As the City continues to grow, there is an increased need to keep up with the pace of change and provide infrastructure that allows residents to move about as freely and seamlessly as possible. Bylaw staff continue to support the following City's priorities under the current Strategic Plan.

- "A Prosperous City" where parking management supports new and existing businesses;
- "A Connected City" where parking management enables a sustainable way for goods and services to move within the City; and
- "A City for the People" which is accessible to all.

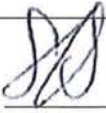
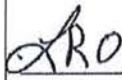

RESPECTFULLY SUBMITTED:


for Paul-Duffy
Manager, Bylaw Services

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REPORT

 Division Manager	 Director	 CAO
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The Corporation of **THE CITY OF NORTH VANCOUVER**
COMMUNITY AND PARTNER ENGAGEMENT DEPARTMENT

To: Mayor Linda Buchanan and Members of Council

From: Paul Hutton, Business Licence Inspector

Subject: CHILD CARE BUSINESS LICENCE APPLICATION BUS-33823 -
LIFEWAY CHILD CARE CENTRE (532 EAST 4th STREET) – INITIAL
CONSIDERATION

Date: April 26 2023 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 Business Licence Inspector, dated April 26, 2023, entitled "Child Care Business Licence Application BUS-0033823– Lifeway Child Care Centre (532 East 4th Street)":

THAT the Public Meeting be waived for Business Licence Application BUS-33823;

AND THAT the Business Licence Application BUS-33823 for Lifeway Child Care Centre be approved.

ATTACHMENTS:

1. Site Location Map ([#2353949](#))
2. Transportation Plan, submitted by applicant ([#2356011](#))
3. VCH inspection request ([#2357858](#))

PURPOSE

To bring forward Child Care Business Licence Application BUS-33826– Lifeway Child Care Centre (532 East 4th Street) for consideration by Council, as per the City's designated process for approving Group Child Care facilities as outlined in the Business Licence Bylaw (2018, 8640).

BACKGROUND

Lifeway Child Care Centre (Lifeway) has been operating at this location since October 2006. Their current approved capacity is 17 children. In late 2022, Lifeway was sold and is now operating under new ownership. As such, the new owners are required to apply for a new Business Licence which triggers a review of the application by Mayor and Council under the requirements for licencing a Group Child Care facility in the City (Sections 403 and 515 of Business Licence Bylaw, 2018, No. 8640).

Accessory residential child care facilities are a permitted use in the RS-1 zone, which requires a Business Licence. Group Child Care Facilities (as defined in the Business Licence Bylaw) are accessory residential childcare facilities providing care for more than 12 children. The Business Licence Bylaw (2018, 8640) states that the issuance of a Business Licence for a Group Child Care Facility is at the discretion of Council and prescribes the process for steps taken by the applicant and the City for considering approval.

DISCUSSION

Lifeway currently operates a multi-age licenced child care program for eight children and a group licenced childcare program for nine children on the lower floor of the home at 532 East 4th Street (see site location map in Attachment 1). The operator of the daycare remains living in the home. The approved capacity of this child care facility is permitted as an existing non-conforming use with the City's regulations, as the facility was established and licensed before the City changed the regulations regarding the number of children permitted in this type of child care facility to 16 children.

Lifeway applied to the Vancouver Coastal Health Child Care Licensing Department (VCH) to change ownership and maintain capacity of the Centre to a total of 17 children in care at the Centre if approved by the City. VCH has provided their consent.

VCH referred this application to the City which initiated a Business Licence application with the City. Staff and the applicant have been working together on this application and have progressed through the requisite steps in accordance with the City's scope and responsibility for child care facilities as per the Business Licence Bylaw (2018, 8640).

The preparation and submission of a traffic management plan was reviewed and approved by City staff. The applicant's plan meets parking requirements and the proposed traffic management and mitigation measures will minimize impact on the neighbourhood. Parking will be provided at the rear of the site and accessed from the residential driveway off of East 4th Street. This is a change of owner and the core business functions are not changing, nor any changes to the operation of the facility or building.

Analysis and Next Steps

Staff are bringing this report forward to Council as per the Business Licence application process. As outlined above, the applicant has met all requirements. No issues have been raised regarding this application, including from the Bylaws team, and staff does not have concerns with respect to neighbourhood fit and compliance with City regulations.

Should Council wish to proceed with the next steps toward approval, the options for next steps in the approval process (as outlined in the Business Licence Bylaw) are as follows:

Option 1 – staff recommendation:

- Council approve issuance of the Business Licence.
- Waived Public Meeting: Staff recommend that Council waive the optional step provided for in the Business Licence Bylaw for a Public Meeting because this business has been a part of the community for many years and the only change to the day to day operations is ownership.

Option 2 – not recommended:

- Step 1. Public Meeting: Should Council wish to proceed with a Public Meeting staff will schedule it as per the Business Licence Bylaw and provide notifications. The applicant will be in attendance at the Public Meeting and members of the public would have an opportunity to address Council.
- Step 2. Council consider issuance of the Business Licence. Following the Public Meeting, staff would bring this application to Council to consider approval of the Business Licence Application.

INTER-DEPARTMENTAL IMPLICATIONS

The Business Licence process for accessory residential child care facilities is unique among other types of Business Licences as it involves coordinated review and collaboration between the applicant and various staff from Planning, Transportation, and Business Services. All teams have been consulted on this application and do not object to the issuance of a Business Licence for this operation.

CORPORATE PLAN AND/OR POLICY IMPLICATIONS

The City's existing policy framework (Official Community Plan, Social Plan, Child Care Policy and Plan) supports the provision of child care in neighbourhoods and identifies the need for additional child care spaces in the community.

STRATEGIC PLAN IMPLICATIONS

If this application is approved it will result in sustaining child care spaces in the City and will contribute to child care related goals in Council's Strategic Plan.

RESPECTFULLY SUBMITTED:



Paul Hutton
Business Licence Inspector

City of North Vancouver
Lifeway Childcare Centre

Legend

 Subject Site

Ridgeway Ave

E 5th St

E 5th St

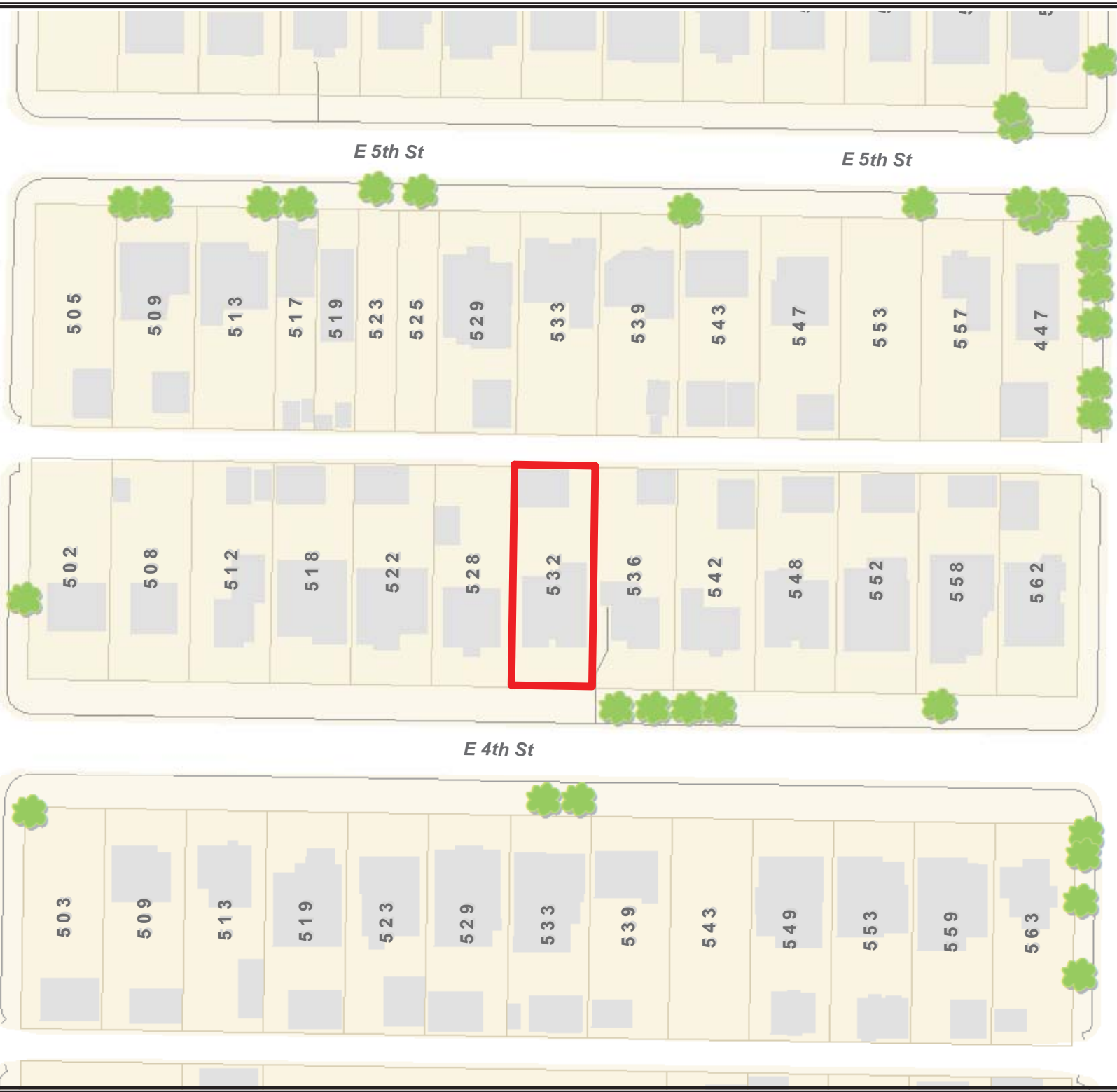
Moody Ave

E 4th St



DISCLAIMER
This map was produced on the City of North Vancouver's Geographic Information System. Data provided herein is derived from sources with varying levels of accuracy and detail. The City of North Vancouver disclaims all responsibility for the accuracy or completeness of information contained herein.

GIS Division, Information Technology,
City of North Vancouver
PLOTTED: 4/18/2013
SOURCE: Jurimap
COORDINATE SYSTEM: NAD 83, UTM Zone 18



Part A. Write brief responses to these questions about the Proposed Child Care Facility's transportation demand.

1. State the days of the week and hours of operation for your proposed facility, the number of child care spaces that will be available, and the number of employees (part-time and full-time), including yourself if you will be on-site regularly.

- Lifeways Childcare is licensed for 17 children Mondays-Fridays, 7:30am-5:30pm except for stat holidays and 2 weeks closure during Christmas time. We employ 5 staffs currently.

2. The Zoning Bylaw parking requirements for Accessory Use child care facilities are at least one (1) stall for the resident and one (1) stall for the facility. How many on-site parking stalls are you providing? How many of the on-site parking stalls are designated for parents to drop-off/ pickup their children? How many are designated for employee parking (including yourself)? Please indicate on a map or site plan the location of the proposed on-site stalls.

- 2 car garage used by resident employee. One alley parking space used by parents plus the front of the house is kept clear for parent parking as well. The current signage put up by CNV has improved this as it says 'only 2 hour parking unless resident'. The back-alley parking spot measures 18' wide 24' long adjacent to the garage.

3. At what time(s) you anticipate drop-off and pick-up to occur?

- Parent drop-off times take about 5-10 minutes; mornings between 7:30-9 am, afternoons 3-5:30 pm.

1. **Vehicular Traffic, Parents:** Multiply number of proposed childcare spaces by 0.8. This is your site's approximate vehicle trip generation in the morning and afternoon peak hours. Divide this by 4. This is the average number of vehicles that may arrive within 15-minute intervals during the peak hour that would require use of your on-site stalls.

- parking formula: $(17 \times 0.8) / 4 = 3.4$ spaces

2. **Vehicular Traffic, Employees:** Please identify when your employees will arrive and leave, and how they will commute to work (car, walk, transit, cycle, carpool, etc). For employees (including yourself) that would commute by car, indicate where they will park.

- Staff either walk to work or park on a side street, Ridgeway or Moody

3. **Traffic Impacts:** If the number of on-site parking stalls is less than what is required for drop-off/pick-up and employee parking, indicate how you will encourage your employees to walk/cycle/take transit/etc. to work and how you will address your drop-off/pick-up needs.

- Impact: none. In the past, one neighbour told the city that parents blocked the back alley. We have never seen this happen. If a parent parks in front of the garage, the car sticks out into the alley maybe 6". They are asked not to park there

4. **Access location(s):** Transportation staff will discuss with you the proposed access location(s) and required modifications/mitigations to address any potential concerns.

- staff discussion

5. **Traffic impact mitigation measures:** Describe any measures that you are committed to taking, to mitigate the transportation impact of the child care facility in the neighbourhood. See tips below.

- Mitigation measures: It is the parent handbook to not park in front of the garage, only use the one alley parking space, if that is full, to park in front or a side street and walk in. Also in the handbook, we asked that parents not park in front of the house to the east as those residents have strongly asked that parents don't park there.



North Vancouver Office, 132 W Esplanade, North Vancouver, V7M 1A2 Tel 604-983-6700
 Powell River Office, 5000 Joyce Ave, 3rd Floor, Powell River, V8A 5R3 Tel 604-485-3310
 Richmond Office, 325-8100 Granville Ave, Richmond, V6Y 3T6 Tel 602-233-3147
 Sechelt Office, PO Box 1040 5571 Inlet Ave, Sechelt, V0N 3A0 Tel 604-885-5164
 Squamish Office, PO Box 220 1140 Hunter Pl, Squamish, V8B 0A2 Tel 1-604-892-2293
 Vancouver Office, 1200-601 W Broadway, Vancouver, V5Z 4C2 Tel 604-675-3800

October 5, 2022

Taryce Wong
 Business Licence Inspector
 City of North Vancouver
 141 West 14th Street
 North Vancouver, BC V7M 1H9

twong@cnv.org; licence@cnv.org

Dear Taryce:

Re: Proposed: Lifeway Childcare
532 4th St E, North Vancouver BC V7L 1J6
Licensee: Vancouver Waldorf School Society
Facility Number: FA18923
Capacity: 9
Program: Group Child Care (30 Months to School Age)
Phone: (604) 985-7435
Email: accounting@vws.ca
Email: hpham@vws.ca

Re: Proposed: Lifeway Childcare
532 4th St E, North Vancouver BC V7L 1J6
Licensee: Vancouver Waldorf School Society
Facility Number: FA18924
Capacity: 8
Program: Multi-Age Child Care
Phone: (604) 985-7435
Email: accounting@vws.ca
Email: hpham@vws.ca

This department has received Licence applications for the above-noted child care programs. The location is currently licensed under a different ownership. The new applicant requesting to take over both existing programs. The Group Child Care (30 months to school age) will be taken over as is but applicant is requesting to amend the Group Child Care (Under 36 Months) to a Multi-Age program. Applicant advised that no structural changes will take place.

Kindly advise in writing, if this premise requires inspection by the District of North Vancouver, related to building, plumbing, electrical and fire regulations. I have attached the Municipality Information form, completed by the proposed licensee.

If you require more information or details please feel free to contact me by phone or email.
Thank you for your assistance.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Alina Abraham', with a long horizontal flourish extending to the right.

Alina Abraham
Child Care Licensing Officer
Alina.abraham@vch.ca
Tel: 604-983-6833



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

INFORMATION REPORT

To: Mayor Linda Buchanan and Members of Council

From: Siobian Smith, Manager, Economic Development
Paul Hutton, Business Licence Inspector

Subject: LIFEWAY CHILD CARE CENTRE (532 EAST 4TH STREET) –
HISTORICAL INTERACTIONS SUMMARY

Date: May 31, 2023 File No: 10-4750-20-0024/1

ATTACHMENT

1. Resolution from the May 8th, 2023, Regular Council Meeting regarding Child Care Business Licence Application BUS-33823 Lifeway Child Care Centre 532 East 4th Street Initial Consideration (CityDocs: [2373536](#))

SUMMARY

This information report provides a summary of the historical interactions involving the City of North Vancouver (the City), Lifeway Child Care Centre (Lifeway), and the nearby residents. In its regular meeting on May 8, 2023, Mayor and Council directed staff to provide more information on any historical concerns in relation to the operation of Lifeway. The documentation of historical issues involved complaints from the nearby residents specifically related to the sound generated by the children during operating hours, and complaints related to parking in the vicinity of Lifeway. City staff investigated these complaints over the years and the concerned parties entered into mediation in late-2013. Since mid-2017, City staff have not been aware of any complaints related to Lifeway.

BACKGROUND

Lifeway has operated a group child care facility, with a combined capacity for 17 children, at 532 East 4th Street since October 2006. In late 2022, Lifeway was acquired by new ownership with the intent to retain the current capacity. The change in ownership triggered the requirement for a new Business Licence, in accordance with the current Business Licence Bylaw, 8640, 2018. On May 8, 2023, Council reviewed this application for initial consideration, and directed staff to return with more information to inform the decision-making of Council.

Information: 2006 to 2015

The City has a documented history of complaints from the nearby residents regarding Lifeway. Since 2006, staff have received multiple complaints related to the sound caused by the children during operating hours, and complaints related to parking in the area. City staff documented the complaints and subsequently worked with a mediator to facilitate discussions between Lifeway and nearby residents. The following provides a synopsis of the key historical engagements:

- Before development of the facility, nearby residents lodged complaints against the establishment of Lifeway, specifically stating concerns related to potential noise and parking conflicts in the neighbourhood.
- After establishment of the facility in late 2006, the City received multiple complaints regarding noise from the operation and lane parking in the vicinity of Lifeway.
- City staff and Vancouver Coastal Health (VCH) inspected and conducted several sound level measurements. Findings revealed no breach to the Noise Control Bylaw. City staff investigated parking concerns and elevated surveillance in the neighbourhood.
- Between 2007-2013, the City continued to receive complaints. Council resolved that the concerned parties be referred to mediation in 2007. The parties entered into mediation in 2013. The complainants suggested that Lifeway implement a number of sound mitigation measures, though the proposal was found not effective based on a professional assessment by a sound mitigation firm.
- Still, Lifeway implemented the proposed sound mitigation measures despite a professional assessment that these measures would be ineffectual. Complaints of the same nature were received by the City between 2013 and 2015 during the mediation process.

Information: 2016 to Present

- In early 2017, the City received a complaint related to parking in the vicinity of Lifeway. Since mid-2017, City staff have not been aware of any complaints related to Lifeway.
- On May 8, 2023, the City received a complaint which outlines a list of concerns about Lifeway's current Business Licence application. Please find below the responses from City staff in reference to these concerns:
 - In the course of processing the Business Licence application, City staff did not receive any objections from the relevant authorities regarding the location, business or street use. Since mediation and noise mitigation measures were put in place, the City believed these concerns had been addressed.

- In reference to a letter of complaint submitted to the City in April 2008, City staff issued a reply outlining that VCH had investigated the noise complaints and conducted several sound measurements, and in no instance was any breach to the City's Noise Control Bylaw identified. City staff made no reference to limiting or blocking complaints from the nearby residents. The City and VCH continued to document noise and parking related complaints up to early 2017.
- This Business Licence application has been brought forward for initial consideration, and staff have given recommendation based on the absence of issues since mid-2017 and the length of operation of this facility.
- The property at 532 East 4th Street was acquired by Vancouver Waldorf School Society (current owner of Lifeway) in July of 2022. This change in ownership may not be reflected on the BC assessment website as yet. This Business Licence application addresses change of ownership while retaining the current operating capacity. The previous owner is no longer involved in the child care operation.
- The parking time restrictions on this block are in effect from 6:00am to 6:00pm, Monday to Friday. No restrictions are in place on Sunday evenings. On street parking is open to anyone that wishes to use it at any time outside of 6:00am to 6:00pm, Monday to Friday. City staff are not aware of any complaints related to parking since mid-2017.
- Any vehicle parking in the timed parking that is not registered as a resident is subject to the parking enforcement measures. Lifeway confirmed that its staff will be required to park in the garage as noted in the traffic management plan brought forward to the City by the applicant.
- Any resident of this block may request increased monitoring of the timed parking and laneway use in the area at any time through the City's Bylaws Division. The Bylaws Division has not received any requests for increased monitoring by any resident of the block or any resident that accesses the lane.

DISCUSSION

The City's Engineering and Transportation Planning team does not have concerns about the parking allocation for Lifeway. The City will continue to encourage full utilization of the parking spaces for the residence, and will inform the new owner accordingly. Business Services staff may also include this requirement as a condition on the Business Licence or through a Community Good Neighbour Agreement to ensure that adherence to parking measures by employees and parents of the facility is strictly maintained. This application has the support of the VCH, which also monitors the child care operation closely in their Community Care Facilities and Licensing role.

RESPECTFULLY SUBMITTED:



Siobian Smith
Manager, Economic Development



Paul Hutton
Business Licence Inspector

MINUTES OF THE SPECIAL REGULAR MEETING OF COUNCIL HELD IN CONFERENCE ROOM A, THE COUNCIL CHAMBER AND ELECTRONICALLY (HYBRID) FROM CITY HALL, 141 WEST 14TH STREET, NORTH VANCOUVER, BC, ON **MONDAY, MAY 8, 2023**

REPORTS

10. Child Care Business Licence Application BUS-33823 – Lifeway Child Care Centre (532 East 4th Street) – Initial Consideration – File: 13-6750-10-0001/1

Report: Business Licence Inspector, April 26, 2023

Moved by Councillor Bell, seconded by Councillor Shahriari

PURSUANT to the report of the Business Licence Inspector, dated April 26, 2023, entitled “Child Care Business Licence Application BUS-33823 – Lifeway Child Care Centre (532 East 4th Street)”:

THAT a Public Meeting be held for Business Licence Application BUS-33823;

AND THAT the Business Licence Application BUS-33823 for Lifeway Child Care Centre be approved.




Moved by Mayor Buchanan, seconded by Councillor McIlroy

THAT the application be deferred for further information.

CARRIED UNANIMOUSLY

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 Department Manager	 Director	 CAO
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The Corporation of **THE CITY OF NORTH VANCOUVER**
PLANNING & DEVELOPMENT DEPARTMENT

REPORT

To: Mayor Linda Buchanan and Members of Council

From: Heather Evans, Community Planner, Long Range and Community Planning

Subject: 2023 ROUND ONE COMMUNITY GRANT RECOMMENDATIONS

Date: May 24, 2023 File No: 5-1850-20-0005/2023

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, dated May 24, 2023, and entitled “2023 Round One Community Grant Recommendations”:

THAT the Round One 2023 Community Grants be awarded to the list of organizations as proposed in the report, in the total amount of \$137,200, with funds allocated from the 2023 Community Grants budget;

THAT the funded and non-funded grants be listed in the Minutes, in full;

AND THAT the members of the Social Planning Advisory Committee be thanked for their time and participation with the grant selection process.

ATTACHMENTS

1. North Shore Municipal Community Grant Applications Guidelines (CityDocs [1732931](#))
2. 2023 Round One Community Grants – List of Applicant Requests and Committee Recommendations (CityDocs [#2364557](#))

PURPOSE

This report provides Council with the Social Planning Advisory Committee’s (SPAC) recommendations for the 2023 Round One Community Grants.

BACKGROUND

Community Grants are among several grant funding opportunities that the City of North Vancouver offers to non-profit organizations and groups to assist with the delivery of services that work to reduce social, economic or physical disadvantage, and/or which improves the quality of life for City residents.

Community grants provide an opportunity for non-profit agencies to gain municipal financial support for projects, programs or general operations that address the objectives of the City's Social Plan and Official Community Plan. The City's annual budget for Community Grants is the sum of two components:

- The City's annual operating budget: \$100,000; and,
- The annual interest accrued from the Lower Lonsdale Legacy Reserve Fund ("LLRF"). In the last five years, the interest in this fund has fluctuated from approximately \$46,000 to \$86,000.

DISCUSSION

Total Amount of Community Grants

In 2023 the operating budget funding of \$100,000 is combined with interest in the amount of \$87,896 from the LLRF, for a total Community Grants budget of \$187,896. This amount is distributed through two rounds of application intakes:

- Round 1 (application deadline January 2023) – \$137,200 to be distributed;
- Round 2 (application deadline September 2023) – \$50,696 will be available for distribution.

This report addresses the first round of grants for 2023.

Application Review Process

SPAC reviews applications in accordance with criteria set out in the Community Grant Guidelines (Attachment 1) and in relation to the City of North Vancouver's Social Plan.

To be eligible for funding, an organization must be not-for-profit, be providing services to residents of the City of North Vancouver, seeking additional other sources of funding, and provide proof of financial responsibility (financial statements).

Eligible not-for-profits are required to offer services in the City of North Vancouver and must provide a service that directly benefits local residents. The number of residents benefiting from the services must be measured and reported by the receiving agency.

Grant applications that meet basic criteria are reviewed by SPAC and prioritized according to the "Procedural Guidelines for the Review of Grant Applications by Sub-Committees" as follows:

- 'A' or top priority
 - evidence of need for the service or project
 - evidence of clear goals and expected outcomes
 - evidence of financial need for a Community Grant
 - relevance to Social Plan

- 'B' or medium priority
 - quality of management
 - uniqueness of service
 - involvement with community partners
 - addressing barriers to services for people with disabilities and for ethno-cultural residents.

- 'C' or lower priority
 - number of local residents served
 - number of local volunteers and their role
 - amount of funding requested from each municipality related to the numbers of residents served.

Most applicants included information in their applications about the impact the pandemic had, and continues to have, on their organization. Many commented on how the demand for their services is increasing (e.g. for mental health and counselling services) and that their waitlists are growing. It was also noted that meeting demand is becoming more difficult as fundraising dollars are diminishing (likely related to inflation) and because fewer grants are available (especially those related to COVID relief). SPAC considered this information in the review process.

Grant Recommendations

In the first round of grants, 77 grant applications were received and reviewed, requesting a total amount of \$463,575 (see Table 1). Of those, 67 were repeat applications for new or existing programs and operating grants, and 10 were applications from first-time applicants. A list of grant applications with requested and recommended allocations is included as Attachment 2. Of the 77 applications received in Round One, 65 are recommended to receive funding. The Committee's recommendation is to allocate \$137,200 and hold back \$50,696 for distribution in Round Two (autumn 2023).

Table 1 below lists the applications that SPAC recommends for funding.

Table 1 – Applications Recommended for Funding

Athletics for Kids Financial Assistance (B.C.) - Program - Sport4Life Grant Program	\$1,000
Avalon Recovery Society (Avalon Women's Centre North Shore) - Operating	\$10,500
Avalon Recovery Society (Avalon Women's Centre North Shore) – Program – Counselling Program	\$2,000
Avalon Recovery Society (Avalon Women's Centre North Shore) – Program – Operating Hours Expansion	\$2,500
Backpack Buddies – Operating	\$3,000

Backpack Buddies – Program – Backpack Buddies	\$3,000
BC Pets & Friends – Operating	\$1,000
Big Brothers of Greater Vancouver - Operating	\$1,000
Big Brothers of Greater Vancouver – Program – Community Mentoring	\$1,000
Big Sisters of BC Lower Mainland – Operating	\$1,000
Big Sisters of BC Lower Mainland - Program - North Shore Mentoring	\$1,000
Canadian Mental Health Assn. - North and West Vancouver Branch – Operating	\$3,500
Canadian Mental Health Assn. - North and West Vancouver Branch – Program - Circle of Care Housing Program	\$5,000
Crisis Intervention & Suicide Prevention Centre of BC – Operating	\$2,000
Fresh Air Learning Society Vancouver – Program – Park Play Days	\$200
Greater Vancouver Law Students' Legal Advice Society - Program - Law Students' Legal Advice Program (LSLAP)	\$1,000
Greater Vancouver Youth Unlimited North Shore – Program – Mobile Youth Drop-In	\$4,000
Highlands United Church – Program – Saturday Lunch	\$1,500
Highlands United Church – Program – Shelter to Home	\$4,000
Hollyburn Community Services Society – Operating	\$1,000
Hollyburn Community Services Society – Program – Free Trauma Informed Counselling	\$1,000
Hollyburn Community Services Society – Program - Indigenous DVU Worker	\$1,000
Hollyburn Community Services Society – Program – Seniors at Housing Risk	\$1,000
Hollyburn Community Services Society – Program – Supporting Seniors to Remain Housed	\$1,000
Immigrant Link Centre Society – Operating	\$5,000
Iranian Laughter Club – Operating	\$1,000
Iranian Laughter Club – Train the Trainer	\$1,000
Lionsview Seniors' Planning Society – Operating	\$2,700
Lionsview Seniors' Planning Society – Program – North Vancouver City Seniors' Action Committee	\$350
Lionsview Seniors' Planning Society – Program – Services to Seniors Coalition/Planning Table	\$450
Living Systems: Family Systems Counselling, Education, Training & Research Society - Program - Parenting and Marriage Counselling	\$1,500
Lumara Grief & Bereavement Care Society – Program – Family Grief Support	\$1,500

Muscular Dystrophy of Canada – Program – North Vancouver Equipment Program	\$3,000
North Shore Disability Resource Centre - Program - Information and Advocacy	\$2,000
North Shore Disability Resource Centre - Program - Multi-Sensory Van Outreach Program	\$550
North Shore Disability Resource Centre – Program – Summer Bursary Program	\$2,000
North Shore Keep Well Society – Operating	\$1,500
North Shore Multicultural Society (dba as Impact North Shore) – Operating	\$2,500
North Shore Multicultural Society (dba as Impact North Shore) - Program - Anti-Racism Programming	\$1,000
North Shore Multicultural Society (dba as Impact North Shore) – Program – Community Bridging	\$2,000
North Shore Safety Council – Operating	\$500
North Shore Stroke Recovery Centre – Operating	\$4,000
North Shore Table Tennis Club Society – Operating	\$3,000
North Shore Table Tennis Club Society - Program - Happy Hands Adapted Table Tennis Program	\$1,000
North Shore Table Tennis Club Society - Program – Seniors' Therapeutic Body and Mind Table Tennis	\$750
North Shore Table Tennis Club Society - Program – Youth Leadership Table Tennis Program	\$1,000
North Shore Women's Centre - Program - North Shore Coordinating Committee to End Violence Against Women in Relationships	\$4,000
North Shore Women's Centre - Program – Separation Support Group	\$2,000
North Shore Women's Centre - Program – Sexual Assault Prevention	\$1,500
Pathways Serious Mental Illness Society – Operating	\$7,200
Pathways Serious Mental Illness Society – Awareness and Early Prevention	\$500
Quest Outreach Society – Operating	\$1,500
Quest Outreach Society - Program - Food Recovery and Redistribution Program	\$3,000
Sharing Abundance Association - Program - Sharing Abundance Community and Senior Meal Programs	\$4,000
Special Olympics British Columbia Society - North Shore – Operating	\$1,500
Special Olympics British Columbia Society - North Shore - Program - SOBC North Shore Sports Program	\$1,500
Spinal Cord Injury BC – Program – Peer Support Program	\$1,500
St. Andrew's United Church – Program - St. Andrew's Community Meal Program	\$3,500
St. John the Evangelist Anglican Church - Program - Queen Mary Family Learning Program	\$4,500

Third Bridge Foundation – Program – Tek Talk Events	\$500
Turning Point Recovery Foundation - Program - TP Overdose Prevention Program	\$2,000
Vancouver Adaptive Snow Sports – Operating	\$1,500
Vancouver Adaptive Snow Sports – Program – Adaptive Learn to Ski	\$1,500
Variety - The Children's Charity of British Columbia - Program - FY 23 Private Assessments North Shore	\$2,500
Volunteer Cancer Drivers Society – Operating	\$1,500
TOTAL	\$137,200

Eleven applications are recommended to be denied funding (Table 2). Given the limited budget for community grants, the committee decided not to recommend funding to these applications for the following reasons:

- For organizations that submitted multiple applications, SPAC may not be recommending that all applications be funded.
- Some organizations/programs were proposing to serve a lower amount of City residents than others, or the outcomes are unclear and uncertain.
- The impact from larger (e.g. national) organizations with broader funding support would not offer as much of a direct impact in our community than local groups.
- Some applications did not have a strong social focus.
- Some of the proposed programs from applicants would not meet a need that was deemed to be as critical as other applications to support the core needs of City residents.

One application was withdrawn because the applicant secured alternate funding.

Table 2 – Applications Proposed to Not Receive Funding

Athletics for Kids Financial Assistance (B.C.) – Operating
Best Buddies of Canada – Program – Friendship Program
BizKids Practical Education Association - Program – Equipping Educators for the Future of Education
Canadian Liver Foundation, BC/Yukon Region – Program – 2023 LIVERight Health Forum
Har El, the North Shore Centre for Jewish Life – Operating
Hyad Society – Program (This application was withdrawn.)
Lionsview Seniors' Planning Society – Program – North Shore News Column: Older and Wiser
North Vancouver City Firefighters Local 296 Charitable Foundation - Program - Charitable Bocce Tournament
Odihi – Program – Agape Initiative
RNB Dance and Theatre Arts – Operating
RNB Dance and Theatre Arts – Program – Peak Performance Half Day Program
Third Bridge Foundation – Program – Tek Talk Parties

FINANCIAL IMPLICATIONS

The 2023 annual budget for community grants is calculated and provided in the same manner as previous years.

STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS

The allocation of grant funding is in keeping with the guiding principles of the Official Community Plan, specifically:

Community Supporting Community:

The City will continue to be a compassionate community recognizing that all individuals and/or their families will require support at some point in their lives. The City will assist organizations and individuals that provide community support through the responsible allocation of its resources.

The community grants program supports Council's Strategic Plan priority to be "A City for People that is welcoming, inclusive, safe, accessible, and supports the health and wellbeing of all". All community grant applications are also reviewed relative to the goals and objectives of the City's existing Social Plan (1998) and the Community Grant Guidelines.

The City is undertaking the development of a *Community Wellbeing Strategy*, replacing the City's Social Plan. As a part of this work, staff will be undertaking a Supportive Funding Review project this year to align all forms of supportive funding (community grants, core funding, permissive tax exemptions, and multiple other grants) to an outcomes-based approach and to better achieve the City's current priorities and objectives as directed by Council's Strategic Plan, the Corporate Business Plan, and the approved and upcoming *Community Wellbeing, Climate and Environment, Economic, and Mobility Strategies*. The intent is to create a comprehensive and coordinated supportive funding program for the City. A report to Council is forthcoming to provide information on this project.

RESPECTFULLY SUBMITTED:



Heather Evans
Community Planner

Submission Deadline: January 31st each year**

**** Please note: The City of North Vancouver has an additional intake of applications with a deadline of September 15th.**

PLEASE NOTE: These guidelines are for the City of North Vancouver and the District of North Vancouver. The District of West Vancouver now has a separate Community Grants Program, which can be found at: <https://westvancouver.ca/be-involved/grants-awards/community-grants>.

Guidelines

Using these Guidelines

These guidelines are to be used to correctly and effectively complete the North Vancouver Municipal Grant Application Forms.

Read this document before completing the forms to ensure your application is completed correctly.

Contents

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North Vancouver Municipal Community Grants - Overview	1
Applying for North Vancouver Municipal Community Grants	3
Evaluation Criteria.....	4
Filling in the Application Forms - Overview.....	4
Filling in the Organization Summary Form	5
Filling in the Operating Grant Application Form	6
Filling in the Program Grant Application Form	7
Final Steps to Completing the Application Package	8
Frequently Asked Questions	8

North Vancouver Municipal Community Grants - Overview

Purpose of the North Vancouver Municipal Community Grants

North Vancouver Municipal Community Grants are intended to support not-for-profit organizations serving North Vancouver (both City and District) residents. The City and District of North Vancouver provide these grants in order to:

- To provide local government endorsement to better attract funding from more senior levels of government, donors, and foundations;
- To assist groups with the delivery of services which work to reduce *social, economic or physical* disadvantage; and/or which *improve the quality of life* for residents;
- To serve vulnerable and hard to reach populations in areas where the municipalities do not provide services;
- To effect positive social change;
- To provide seed money to enable quick responses to changing and / or unmet community needs.

Who Can Apply?

Eligible Organizations

The organization applying for a grant must be:

- a) A not-for-profit with a BC Society No. and/or Charitable Registration No.
- b) Providing services to residents of the municipality(ies) from which funding is requested.
- c) Seeking sources of funding other than North Vancouver Municipal Community Grants.
- d) Able to provide proof of financial responsibility (latest financial statement).

Eligible Expenses

- a) Special projects and events: e.g. hosting a workshop or producing resource material.
- b) Operating costs: e.g. ongoing operating costs such as rent, utilities, fixed costs.
- c) New projects: e.g. a new program to serve a particular group. A program typically has distinct resources committed to the operation of that specific program such as staff costs and other expenses related to that program.
- d) Capital costs: e.g. the purchase of office equipment. NOTE: Only the City of North Vancouver, the District of North Vancouver does not fund capital costs.

Program Grants: Applying for More than One

You may apply for more than one program grant, but must complete a SEPARATE Program Grant Application Form for EACH additional grant.

Funding Characteristics of the North Vancouver Municipal Community Grants

Each municipality is working with a set grant budget during each funding cycle and strives to be equitable in funding both new and established needs. Funding is not guaranteed: each cycle, the applications are considered and grants are allocated in response to current needs and resources.

Funding Limits

The District of North Vancouver has no limit to the amount of money an organization may request. The maximum grant available from the City of North Vancouver is \$15,000.

Funding Term

The term of a North Vancouver Municipal Community Grant is one year.

Funding Cycles

In the District of North Vancouver, two year operating and program grants are provided. An Annual Accountability Form must be completed by agencies currently on the District's 2-year funding cycle.

Grants are allocated bi-annually in the City of North Vancouver. An annual Accountability Form must be completed.

Notification of Application Decisions

Allocations by municipal Councils are made in June/July. Organizations are notified at this time by letter.

Disbursement of Funds

Cheques are typically issued by each municipality's finance department in June or July.

Acknowledgement of North Vancouver Municipal Community Grants

All recipients of North Vancouver Municipal Community Grants are required to publicly acknowledge such donations on their print and digital promotional materials, website, and social media relating to the program and/or service funded by the grant.

Applying for North Vancouver Municipal Community Grants

Two Municipalities.... One Set of Application Forms

Each Municipality Allocates Grants Separately

The North Vancouver Municipal Community Grant Application forms are to be used when applying for funds from the North Vancouver Municipalities: the City of North Vancouver and the District of North Vancouver. **PLEASE NOTE:** the District of West Vancouver has a separate Community Grants Program, which can be found at: <https://westvancouver.ca/be-involved/grants-awards/community-grants>.

Each municipality allocates grants separately.

Applying to One or More Municipality(ies)

Organizations may apply to one or more of the North Shore municipalities depending on which municipality(ies) the organization serves. You must submit a copy of your completed application package to each municipality to which you are applying for funding.

Application Submission

Application Deadline

The deadline for applications is 5:00 p.m. January 31 of each year, or, where January 31 lands on a weekend, the last Friday of January.

The City of North Vancouver has an additional intake of applications with a deadline of September 15. **PLEASE NOTE:** If your organization applied for a grant in the first round of the year, you may apply to the second round but for a **different** program only.

Submitting Forms to Each Municipality

City of North Vancouver

Submit two copies of your completed application package:

- Email: communitygrants@cnv.org
or
- Mail:
Planning Department, Attn: Edytha Barker
City of North Vancouver
141 West 14th Street
North Vancouver, V7M 1H9.

District of North Vancouver:

Send one copy of your completed application package:

- Email: csac@dnv.org
or
- Mail:
Community Services Advisory Committee
District of North Vancouver
355 West Queens Road
North Vancouver, V7N 4N5

Evaluation Criteria

In evaluating each application for funding, the following will be the basis for assessment of your application. Please address these in your application:

- a) Evidence of need for the service or project.
- b) Number of local residents served.
- c) Quality of management (established track record, proposal well thought out and clear, etc.).
- d) Evidence of clear goals and expected outcomes.
- e) Uniqueness of service (does not duplicate but may complement an existing service).
- f) Number of local volunteers.
- g) Evidence of financial need for a North Vancouver Municipal Community Grant.
- h) Amount of funding requested from each municipality is proportional to the numbers of residents served.
- i) Addressing barriers to services for people with disabilities, from varying social and economic backgrounds, and for ethno-cultural residents.
- j) Indicated involvement from other community partners whether financial or in kind.

Further, the social goals and objectives for each municipality will also be considered while reviewing grant applications, these can be found in the following documents:

- City of North Vancouver:
 - The City's Social Plan
<http://www.cnv.org/CityServices/PlanningandPolicies/SocialPlan>
- District of North Vancouver:
 - Section 6.3 Community Services, Programs, and Facilities of the DNV Official Community Plan identity.dnv.org/
 - Municipal Community Grant Goals and Guiding Principles found at www.dnv.org/communitygrants

Filling in the Application Forms - Overview

Please ensure the following information is read carefully prior to filling in your application forms to ensure the forms are filled out adequately, accurately, and effectively.

Acceptable Applications

Applications will only be accepted if they are:

- Completed *in full* including all attachments listed on the North Vancouver Municipal Community Grant Application Checklist.

- Completed *legibly*
- Submitted *on time* to each municipality from which funds are being requested

*****Please note:** unless all information is supplied or an acceptable explanation offered as to why this information cannot be supplied, incomplete applications will not be considered.

Three Application Forms

There are three application forms to be used as follows:

- Organization Summary Form: to be filled out by *all* applicants;
- Operating Grant Application Form: for organizations applying for financial assistance for ongoing operating costs such as rent, utilities, fixed costs;
- Program Grant Application Form: for individual projects/services/programs. You may apply for more than one program grant, but must complete a SEPARATE Program Grant Application Form for EACH additional grant.

Quality of Information

The application forms provide the opportunity to explain information on the history, mandate, experience, and objectives of your organization; and to demonstrate to Committee members what makes your organization and its programs valuable to the North Vancouver communities and how your organization responds to community need.

Maximum Words for Answer

Always stick to the stated word count and be concise with your answer.

Questions Regarding Both North Vancouver Municipalities

The grant application includes some questions where information concerning both North Vancouver municipalities is required. These questions must be completed even if an organization is applying for a grant from one municipality only.

Filling in the Organization Summary Form

The Organization Summary Form is to be filled out by *all* applicants.

The questions on the Organization Summary Form should make it clear what information is required. Keep in mind the information above in Evaluation Criteria and Quality of Information. However, some specifics and examples are provided here to assist.

Section: Accessibility

Examples of topics to consider are provided below for each item in this question:

Question: How does your organization ensure your services are accessible and inclusive to:

- a) People with disabilities
 - Is your building wheelchair accessible?
 - Are you on a bus route?
 - Are there designated parking spots for persons with disabilities adjacent to the building in which your programs/services take place?
 - How do you market/communicate your programs/services to people with disabilities?
- b) Culturally diverse communities: (maximum 50 words)
 - Do you list languages other than English that are spoken by your staff/volunteers?

- Are your program/service materials available in languages other than English? Which languages?
 - Are your website and/or social media in languages other than English? Which languages?
 - How do you market/communicate your programs/services to speakers of languages other than English?
- c) People of various social and economic backgrounds: (maximum 50 words)
- Which organizations have you approached that serve this demographic in order to promote your programs/services?
 - How do you market/communicate your programs/services to people of various social and economic backgrounds?

Section: Trends

Question: What current trends affect your organization? E.g. is the demographic changing, is the waitlist changing, etc. (maximum 50 words)

Municipalities rely on the non-profit social service organizations to identify current trends. For example, whether more of their clients are feeling isolated, more families are seeking food or on the verge of homelessness. Other trends could include growing waitlists for particular programs or a decrease in volunteer hours.

As a social service organization working closely with our more vulnerable populations, the organization's ability to adapt or create new programs and services to meet these changing needs is significant.

This question asks organizations to identify and share these trends.

Section: Sustainability

Question: Please describe what steps your organization has taken to reduce Green House Gas Emissions and increase energy efficiency (e.g. implementing Power Smart measures, carpooling to meetings, etc.).

The North Vancouver municipalities all place strong value on environmental sustainability. Explain how the organization shares this value. Please be sure to provide examples.

Filling in the Operating Grant Application Form

The Operating Grant Application Form is for organizations applying for financial assistance for ongoing operating costs such as rent, utilities, fixed costs.

The questions on the Operating Grant Application Form should make it clear what information is required. Keep in mind the information above in Evaluation Criteria and Quality of Information. However, some specifics are provided here to assist.

Section: Operating Budget

The Operating Budget refers to the costs and revenue associated with the general operation of the organization. Examples of expenses include ongoing operating costs such as rent, utilities, fixed costs.

Question: In-kind Sources

In-kind sources are sources of non-cash support in the form of goods and services.

Filling in the Program Grant Application Form

The Program Grant Application Form is for individual projects/services/programs. You may apply for more than one program grant, but must complete a SEPARATE Program Grant Application Form for EACH additional grant.

The questions on the Program Grant Application Form should make it clear what information is required. Keep in mind the information above in Evaluation Criteria and Quality of Information. However, some specifics and examples are provided here to assist.

Section: Program Proposal

Question 4. If you applied for and received funding for this program last year, what were the specific outcomes of that program? Please provide quantitative and qualitative information.

This question asks for “quantitative and qualitative information”. Qualitative information is anecdotal, quantitative is numbers, statistics.

Stories and anecdotal responses are interesting and valuable; however, the response should be backed with numbers to validate the statements made. Examples of numbers could be: count of volunteers, volunteer hours, clients served, meals provided, referrals made.

Question 5. Please identify the specific criteria you will use to evaluate your program’s results and how you will measure success.

The tools used to evaluate should provide quantitative information, be backed by numbers, whenever possible as this helps demonstrate the results. Examples of criteria you could use could be: count of volunteers, volunteer hours, clients served, meals provided, referrals made.

Question 7. If you did not receive the amount of money requested last year, what was the impact to the program?

Qualitative or anecdotal information is expected along with quantitative information, the numbers, in order to demonstrate the impact. Examples of quantitative information could be the number of clients turned away, resources that had to be cut which impacted the quality of the program.

Section: Program Budget

Question: Please indicate program start and end dates or fiscal start date as appropriate

Note that programs can have a specific start and end date or be continuous. Please indicate as appropriate.

Question: In-kind Sources

In-kind Sources are sources of non-cash support in the form of goods and services.

Final Steps to Completing the Application Package

The Checklist

Organizations must include attachments with the application forms to create their completed *application package*. Please be sure to use the Checklist provided as a cover sheet for your submission. This Checklist details the attachments and forms that must be completed to ensure your application will be considered.

Attachments

All attachments required with your application should be marked on your Checklist

All applications will be required to include:

- Organization Summary Application Form
- Most recent Year End Financial Statement (examples include balance sheet, income/expenditure)
- Most recent Annual Report (just one per organization to municipality regardless of number of applications submitted)
- Organization's Proposed Budget for your fiscal year

Depending on grant applications being made, an application may be required to include any of the following:

- Signed Operating Grant Application form
- Signed Program Grant Application form(s)
- Annual Accountability Form for grant funds spent in the previous year

Frequently Asked Questions

1. *What is the difference between a program grant and an operating grant?*

Generally, an operating grant refers to the general on-going operation of your organization (e.g. rent, utilities, fixed costs), whereas a program has distinct resources committed to the operation of that specific program (staff costs and other expenses related to that program).

Note: Programs can be continuous or have a specific start and end date.

2. *The service that my organization offers on the North Vancouver is part of a larger umbrella organization located elsewhere. Our published financial statements reflect the larger organization. Is this an issue?*

There is an expectation that the budgets and financial information that you include in your grant application reflect the North Vancouver service that is being offered by your organization. The financial information for the larger umbrella organization is informative, but does not provide Committee members the information they need to assess your application.

3. *When we apply for grants, our organization typically requests more than we require in anticipation that we may receive less. Is this advisable?*

It is best to request the actual amount that your organization requires. Applications where the funding request appears to be inflated can be viewed unfavourably.

4. *Can we rely on the municipal community grant funding as the sole source of funding?*

Municipal funding is considered one source of funding. Organizations should not prepare and submit budgets where the municipal request is the only source of revenue.

5. *In order to save time, our organization sometimes will 'cut and paste' from previous application forms. Is this acceptable?*

Although we do not expect agencies to re-write their applications from scratch every year, we do expect the information included in the application form to reflect current information, both qualitative/anecdotal and quantitative/statistical.

6. *When filling out the application, I sometimes reduce the font size in order to get all of my answer to fit into the box, is this acceptable?*

Always stick to the stated word count and be concise with your answer.

7. *Can I just include qualitative/anecdotal information in my application form, or do you require statistics or other quantitative analysis?*

The answer is both. Stories and anecdotal responses are interesting and valuable; however, your response should be backed with numbers and photos whenever possible as this helps Committee members clearly see the funding need for your program or organization.

Examples of numbers could be: count of volunteers, volunteer hours, clients served, meals provided, referrals made.

8. *As some of the services that we offer are done discreetly without recording names or addresses, it is challenging to provide precise numbers of individuals accessing services or what municipality they come from.*

While we respect your clients' need for anonymity, there is data that can be collected that will not infringe on confidentiality. For further information or assistance, please contact one of the municipal staff liaisons.

9. *On the Operating Grant Application, the question asks for how many individuals were served in each municipality. Are percentages okay or do we need to go through postal codes and get exact numbers?*

The actual numbers are required. For further information or assistance, please contact one of the municipal staff liaisons.

10. *To make it easier for applicants, could the municipalities not evaluate the applications in line with the fiscal years and funding cycles of the applicant organisations?*

The application timeline is based on the timing of the municipal budgets and includes the time required for the Committees to evaluate the applications and make recommendations to Council. Further, the current model allows the funds to be allocated taking into consideration all applications received which is only possible with a single review per grant period.

11. If we are making applications to each municipality, do we ask for the full amount we require from each municipality?

You should split the full amount you require and ask for a portion, usually a third, from each municipality.

12. I am not sure whether certain expenses would be considered operating costs, how do I know?

Operating costs are your ongoing costs such as rent, utilities, fixed costs. If you are unsure, please contact one of the municipal staff liaisons.

13. We receive a great deal of funding in-kind, are these considered in relation to financial funding in terms of evaluating whether the municipal grant would be a sole source of funding?

Indeed, yes: in-kind sources of funding are requested in the budget sections of the application forms to allow them to be evaluated in monetary terms along with financial sources.

Updated: December 2018

2023 ROUND ONE COMMUNITY GRANT APPLICANTS

APPLICANT	REQUESTED	RECOMMENDED
Athletics for Kids Financial Assistance (B.C.) - Operating	\$5,000	\$0
Athletics for Kids Financial Assistance (B.C.) - Program - Sport4Life Grant Program	\$6,000	\$1,000
Avalon Recovery Society (Avalon Women's Centre North Shore) - Operating	\$15,000	\$10,500
Avalon Recovery Society (Avalon Women's Centre North Shore) – Program – Counselling Program	\$10,000	\$2,000
Avalon Recovery Society (Avalon Women's Centre North Shore) – Program – Operating Hours Expansion	\$4,500	\$2,500
Backpack Buddies – Operating	\$4,000	\$3,000
Backpack Buddies – Program – Backpack Buddies	\$4,000	\$3,000
BC Pets & Friends – Operating	\$5,000	\$1,000
Best Buddies of Canada – Program – Friendship Program	\$1,000	\$0
Big Brothers of Greater Vancouver - Operating	\$5,000	\$1,000
Big Brothers of Greater Vancouver – Program – Community Mentoring	\$5,000	\$1,000
Big Sisters of BC Lower Mainland – Operatings	\$2,000	\$1,000
Big Sisters of BC Lower Mainland - Program - North Shore Mentoring	\$4,000	\$1,000
BizKids Practical Education Association - Program - Equipping Educators for the Future of Education	\$14,000	\$0
Canadian Liver Foundation, BC/Yukon Region - Program - 2023 LIVERight Health Forum	\$1,000	\$0

Canadian Mental Health Assn. - North and West Vancouver Branch – Operating	\$10,000	\$3,500
Canadian Mental Health Assn. - North and West Vancouver Branch – Program - Circle of Care Housing Program	\$5,000	\$5,000
Crisis Intervention & Suicide Prevention Centre of BC – Operating	\$5,000	\$2,000
Fresh Air Learning Society Vancouver – Program – Park Play Days	\$1,500	\$200
Greater Vancouver Law Students' Legal Advice Society - Program - Law Students' Legal Advice Program (LSLAP)	\$15,000	\$1,000
Greater Vancouver Youth Unlimited North Shore – Program – Mobile Youth Drop-In	\$13,000	\$4,000
Har El, the North Shore Centre for Jewish Life – Operating	\$15,000	\$0
Highlands United Church – Program – Saturday Lunch	\$5,000	\$1,500
Highlands United Church – Program – Shelter to Home	\$7,000	\$4,000
Hollyburn Community Services Society – Operating	\$3,000	\$1,000
Hollyburn Community Services Society – Program – Free Trauma Informed Counselling	\$2,000	\$1,000
Hollyburn Community Services Society – Program - Indigenous DVU Worker	\$1,000	\$1,000
Hollyburn Community Services Society – Program – Seniors at Housing Risk	\$2,000	\$1,000
Hollyburn Community Services Society – Program – Supporting Seniors to Remain Housed	\$2,000	\$1,000
Hyad Society (Application Withdrawn)	\$15,000	\$0
Immigrant Link Centre Society – Operating	\$15,000	\$5,000
Iranian Laughter Club – Operating	\$12,500	\$1,000

Iranian Laughter Club – Train the Trainer	\$12,500	\$1,000
Lionsview Seniors' Planning Society – Operating	\$2,900	\$2,700
Lionsview Seniors' Planning Society – Program – North Shore News Column: Older and Wiser	\$400	\$0
Lionsview Seniors' Planning Society – Program – North Vancouver City Seniors' Action Committee	\$500	\$350
Lionsview Seniors' Planning Society – Program – Services to Seniors Coalition/Planning Table	\$900	\$450
Living Systems: Family Systems Counselling, Education, Training & Research Society - Program - Parenting and Marriage Counselling	\$5,000	\$1,500
Lumara Grief & Bereavement Care Society – Program – Family Grief Support	\$2,000	\$1,500
Muscular Dystrophy of Canada – Program – North Vancouver Equipment Program	\$7,500	\$3,000
North Shore Disability Resource Centre - Program - Information and Advocacy	\$4,000	\$2,000
North Shore Disability Resource Centre - Program - Multi-Sensory Van Outreach Program	\$550	\$550
North Shore Disability Resource Centre – Program – Summer Bursary Program	\$2,500	\$2,000
North Shore Keep Well Society – Operating	\$4,000	\$1,500
North Shore Multicultural Society (dba as Impact North Shore) – Operating	\$10,500	\$2,500
North Shore Multicultural Society (dba as Impact North Shore) - Program - Anti-Racism Programming	\$1,000	\$1,000
North Shore Multicultural Society (dba as Impact North Shore) – Program – Community Bridging	\$4,000	\$2,000

North Shore Safety Council – Operating	\$1,000	\$500
North Shore Stroke Recovery Centre – Operating	\$12,000	\$4,000
North Shore Table Tennis Club Society – Operating	\$17,500	\$3,000
North Shore Table Tennis Club Society - Program - Happy Hands Adapted Table Tennis Program	\$2,500	\$1,000
North Shore Table Tennis Club Society - Program – Seniors' Therapeutic Body and Mind Table Tennis	\$5,825	\$750
North Shore Table Tennis Club Society - Program – Youth Leadership Table Tennis Program	\$3,500	\$1,000
North Shore Women's Centre - Program - North Shore Coordinating Committee to End Violence Against Women in Relationships	\$5,000	\$4,000
North Shore Women's Centre - Program – Separation Support Group	\$3,000	\$2,000
North Shore Women's Centre - Program – Sexual Assault Prevention	\$2,000	\$1,500
North Vancouver City Firefighters Local 296 Charitable Foundation - Program - Charitable Bocce Tournament	\$10,000	\$0
Odihi – Program – Agape Initiative	\$10,000	\$0
Pathways Serious Mental Illness Society – Operating	\$10,000	\$7,200
Pathways Serious Mental Illness Society – Awareness and Early Prevention	\$2,500	\$500
Quest Outreach Society – Operating	\$5,000	\$1,500
Quest Outreach Society - Program - Food Recovery and Redistribution Program	\$5,000	\$3,000
RNB Dance and Theatre Arts – Operating	\$10,000	\$0

RNB Dance and Theatre Arts – Program – Peak Performance Half Day Program	\$10,000	\$0
Sharing Abundance Association - Program - Sharing Abundance Community and Senior Meal Programs	\$8,000	\$4,000
Special Olympics British Columbia Society - North Shore – Operating	\$2,500	\$1,500
Special Olympics British Columbia Society - North Shore - Program - SOBC North Shore Sports Program	\$2,500	\$1,500
Spinal Cord Injury BC – Program – Peer Support Program	\$2,500	\$1,500
St. Andrew's United Church – Program - St. Andrew's Community Meal Program	\$5,000	\$3,500
St. John the Evangelist Anglican Church - Program - Queen Mary Family Learning Program	\$12,000	\$4,500
Third Bridge Foundation – Program – Tek Talk Events	\$12,000	\$500
Third Bridge Foundation – Program – Tek Talk Parties	\$3,000	\$0
Turning Point Recovery Foundation - Program - TP Overdose Prevention Program	\$15,000	\$2,000
Vancouver Adaptive Snow Sports – Operating	\$3,000	\$1,500
Vancouver Adaptive Snow Sports – Program – Adaptive Learn to Ski	\$3,000	\$1,500
Variety - The Children's Charity of British Columbia - Program - FY 23 Private Assessments North Shore	\$6,000	\$2,500
Volunteer Cancer Drivers Society – Operating	\$1,500	\$1,500
TOTAL	\$463,575	\$137,200



		
Department Manager	Director	CAO

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: 2023 APPROPRIATIONS #2

Date: May 31, 2023 File No: 05-1705-30-0019/2023

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 May 31, 2023, entitled "2023 Appropriations #2":

THAT (Funding Appropriation #2318) an amount of \$1,633,536 be appropriated from the General Capital Reserve for the purpose of funding the 2023-2027 Capital Plan;

THAT (Funding Appropriation #2319) an amount of \$657,740 be appropriated from the Affordable Housing Reserve for the purpose of funding the 2023-2027 Capital Plan;

THAT (Funding Appropriation #2320) an amount of \$120,000 be appropriated from the Carbon Reserve for the purpose of funding the 2023-2027 Capital Plan;

THAT (Funding Appropriation #2321) an amount of \$1,362,067 be appropriated from the Tax Sale Land Interest Reserve for the purpose of funding the 2023-2027 Capital Plan;

THAT (Funding Appropriation #2322) an amount of \$237,350 be appropriated from the Civic Amenity Reserve for the purpose of funding the 2023-2027 Capital Plan;

THAT (Funding Appropriation #2323) an amount of \$288,133 be appropriated from the Infrastructure Reserve for the purpose of funding the 2023-2027 Capital Plan;

THAT (Funding Appropriation #2324) an amount of \$85,000 be appropriated from the Public Art Reserve for the purpose of funding the 2023-2027 Capital Plan;

THAT (Funding Appropriation #2325) an amount of \$9,323 be appropriated from the Child Care Reserve for the purpose of funding the 2023-2027 Capital Plan;

THAT (Funding Appropriation #2326) an amount of \$8,877 be appropriated from the Lower Lonsdale Amenity Reserve for the purpose of funding the 2023-2027 Capital Plan;

THAT "Development Cost Charge (Transportation) Reserve Fund Bylaw, 2023, No. 8977" (2023 Project Plan Funding) a Bylaw to appropriate an amount of \$232,650 from DCC (Transportation) Reserve Fund to fund 2023-2027 Capital Plan, be considered;

AND THAT should any of the above amounts remain unexpended as at December 31, 2026, the unexpended balances shall be returned to the credit of the respective reserve.

ATTACHMENTS

1. Project Descriptions and Funding Allocations (CityDoc [2371261](#))
2. Information Report by the Manager – Information Technology, re: Funding Appropriation – Land Management (CityDoc [2363246](#))
3. Information Report by the Public Art Officer – NVR&CC, re: Funding Appropriation – 2023 Civic Public Art Project List (CityDoc [2371226](#))
4. Information Report by the Deputy Director - Infrastructure Management, re: Funding Appropriation – Fell Avenue: Roadside Barriers, Retaining Walls, And Slope Stability (CityDoc [2370935](#))
5. Information Report by the Manager – Long Range & Community Planning, re: Funding Appropriation – Child Care Facilities Improvement Fund (CityDoc [2370878](#))
6. Information Report by the Manager – Public Real Infrastructure, Engineering: Streets, re: Priority Mobility Network Improvements (CityDoc [2372108](#))
7. Draft DCC Transportation Bylaw 8977 (CityDoc [2371235](#))

SUMMARY

This report follows the 2023-2027 Financial Plan endorsed by Council March 27, 2023 and Financial Plan Bylaw considered by Council on April 17th 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. This step is to allow staff to take advantage of early project tendering and to respond to immediate needs. The attachments provide additional information regarding each project.

For additional information regarding project "NSNH Site Preparation", please refer to the report of the Deputy Director, Strategic and Corporate Services, dated May 31, 2023, entitled "North Shore Neighborhood House (NSNH) - Site Preparation Project - Request for Additional Funding".

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 CNV's current 2023-2027 Financial Plan.

Sufficient funding is available in the specified 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 preparation and approval of a Financial Plan is consistent with the requirements of the Community Charter and several of the objectives of the City's 2014 Official Community Plan. Financial Plans are also prepared taking into consideration the 2018-2022 Council Strategic Plan.

RESPECTFULLY SUBMITTED:



Larry Sawrenko
Chief Financial Officer

PROJECT DESCRIPTIONS AND FUNDING ALLOCATIONS

ATTACHMENT 1

Ref #	Project Name	Dept	Lead	Total 2023 Project Amount	Previously Appropriated	Appropriation # 2	Remaining Balance	Description
Appropriation 2318 - General Capital Reserve								
02 - 08	Critical Maintenance and Repairs - Harry Jerome Community Recreation Centre	NVR&CC	Howard Kiang	200,000	-	30,000	170,000	Capital maintenance from 2023 to 2025 for any unforeseen maintenance, repair and replacement for the Harry Jerome CRC. Funding is intended to cover critical work required to ensure the safety of the public and staff and to ensure uninterrupted building operations.
02 - 22	Quay Plaza Improvements	Strategic & Corporate Services	Brian Lightfoot	50,000	-	50,000	-	Funding to support public realm improvements to the Quay Plaza located on the south side of the Lonsdale Quay Market. As this area functions as part of the Quay's operations, the CNV has a Maintenance Agreement with the Quay that outlines responsibilities between the CNV and the Quay. The intent of the improvements are to generally upgrade the public realm, increase usable and programmable public space. Improvements may include the removal of end of life infrastructure.
03 - 08	Sidewalks - Infill and Reconstruction	Engineering: Streets	Justin Hall	225,000	-	225,000	-	This project will replace deteriorated sidewalks to eliminate tripping hazards, upgrade of deficient sidewalks no longer meeting the needs of the community and to complete small infill projects to better connect capital or development projects with the surrounding network.
04 - 03	Construction of New Community Gardens	Engineering: Parks & Environment	Chandra Lesmeister	75,000	-	75,000	-	Funding for the construction of new community garden plots based on the site selection process completed in 2022. Final sites will be determined following a public consultation process.
06 - 02	Police Support Services Pool Vehicle Replacement	Public Safety: Police	Claire Thompson	36,336	-	36,336	-	Replacement of Municipal Pool Vehicles used by Police Support Services personnel for business, events & emergencies.
06 - 08	NVRC Recreation Program Equipment	NVR&CC	Howard Kiang	285,000	195,000	90,000	-	Program equipment such as weight room, sports & activities equipment, activity room furnishings & equipment, theatre performance equipment for Centennial Theatre and John Braithwaite Community Centre. The ice resurfacer at Harry Jerome CRC is at the end of its useful life and will need to be replaced before the new centre opens in 2025. Fitness room equipment will need to be replaced each year to ensure safe and reliable equipment for program participation.
06 - 09	NVRC Maintenance Vehicles	NVR&CC	Howard Kiang	6,700	-	6,700	-	Replacement of NVRC maintenance vehicles. In 2023, the gardener's vehicle trailer should be replaced as it's at the end of its useful life.
06 - 14	Library Furniture Renewal	Library	Monique Liddle	51,000	-	31,000	20,000	Replace or refurbish end-of-life library furniture, including public seating, desks and tables. The library facility contains over 300 seats and receives over 1,400 visitors daily. After years of daily use, furniture is showing wear and tear and needs to be repaired, refurbished or replaced
07 - 10	Land Management	Strategic & Corporate Services	Amy Chiang	300,000	-	300,000	-	This will replace the CNV end to end land management process, starting from the raw/base land data received from LTSA for the CNV land administration. This work is needed to retire 20+ year old legacy technology and move to new technology. See Attachment#2 for further information.
07 - 12	IT Refresh	Museum & Archives	Laurel Lawry	33,500	-	33,500	-	Scheduled replacement and enhancement of IT equipment and supporting hardware for MONOVA to ensure that it is refreshed and modernized on a regular basis with technology that meets industry standards, works with hardware and software at all facilities and is compatible with that of the District of North Vancouver and City of North Vancouver expectations for service to the community. These funds are matched by the DNV.
07 - 15	Facility desktop hardware refresh	NVR&CC	Preston Corrigan	21,000	-	21,000	-	Ongoing maintenance and replacement of desktop computer hardware including PC's, monitors, peripherals, printers etc.
07 - 16	Perfect Mind Development and Integration	NVR&CC	Preston Corrigan	10,000	-	10,000	-	This capital project will fund the development of custom features specific to North Vancouver's needs in the Perfect Mind platform and customer registration process. It will allow for direct integration with NVRC systems and processes providing efficiencies for staff and customers. Cost share project with DNV.
07 - 18	Network Hardware Replacement	NVR&CC	Preston Corrigan	35,000	-	35,000	-	Ongoing maintenance and replacement of facility networking equipment including switches, routers etc.
07 - 19	Recreation Centre WI-FI Replacement	NVR&CC	Preston Corrigan	35,000	-	35,000	-	NVRC installed public WIFI in all facilities in 2017. As technology continues to evolve this project will allow NVRC to keep facility WIFI services current with supported technology.
10 - 16	NVRC Emergency Capital Replacement Fund	NVR&CC	Howard Kiang	30,000	20,000	10,000	-	Replacement or major repairs of critical building systems due to surprise failures or unforeseen circumstances.

PROJECT DESCRIPTIONS AND FUNDING ALLOCATIONS

Ref #	Project Name	Dept	Lead	Total 2023 Project Amount	Previously Appropriated	Appropriation # 2	Remaining Balance	Description
11 - 10	Hemlock Looper Moth Tree Removal and Restoration	Engineering: Parks & Environment	Derek Priestley	150,000	-	150,000	-	Mitigate risk to the public by way of prioritizing inspections, monitoring, scheduling removals, and replanting to ensure long term overall health of our urban forest.
11 - 14	Parks Furnishings and Signage	Engineering: Parks & Environment	Mike Hunter	35,000	-	35,000	-	Ongoing implementation of the CNV parks and environmental signage program, and the addition/replacement of park furnishings, such as benches and picnic tables.
11 - 26	Lonsdale Great Street	Community and Partner Engagement	Siobian Smith	100,000	-	100,000	-	This inter-departmental project is focused on the eventual development of a consolidated vision and associated operational plans for the revitalization of Lonsdale as a Great Street. This phase of the project will build on the preliminary work completed in the last quarter of 2022.
11 - 27	Placemaking in the City - Activation and Maintenance	Engineering: Parks & Environment	Leah Herman	275,000	-	100,000	175,000	This project is a comprehensive package to cover all placemaking initiatives in the City to include costs associated with the activation and upkeep of short and long-term public space projects. Areas of scope include: laneways, plazas, streets and parks, parklets, street seats, murals and events and programming under Play CNV.
11 - 28	Open Streets - Central Lonsdale Maintenance and Activation	Engineering: Parks & Environment	Leah Herman	110,000	-	110,000	-	This project will support the year-round maintenance and activation demands of Open Streets - Central Lonsdale between the 1400 and 1700 west and east blocks of Lonsdale Avenue. This includes parklets, street seats, dedicated greenscape, decking and lighting in the area. Work this year will be focused on accessibility improvements and further unifying and animating the streetscape to increase vibrancy, draw visitors and support business and community.
11 - 34	Great Streets - Corridor Studies	Planning & Development	Elicia Elliott	100,000	-	100,000	-	This is a major study that will lead to recommendations for Lonsdale Avenue, Chesterfield and St. Georges to meet multi-modal needs. Lonsdale has been recently identified in TransLink plans as a RapidBus route and as such, will need to accommodate space for frequent, rapid, and reliable transit.
11 - 40	Land Use and Long Range Studies	Planning & Development	Renee de St. Croix	40,000	-	40,000	-	To undertake studies that integrate land use and long range planning to support community growth and development. This includes Land use studies as identified in the OCP or at Council direction. data sets, public consultation, and other evidence based studies (social, environmental, transportation, economic, etc) identified or required to support long range city building objectives.
11 - 43	NSHAI Homelessness Response Protocols	Planning & Development	Renee de St. Croix	10,000	-	10,000	-	To create cross-jurisdictional homelessness response protocols for staff that outlines available tools and responses to issues, challenges, and situations to better support people experiencing homelessness in public spaces. This was an action item out of the NSHAI (North Shore Homelessness Action Initiative) work and would be a collaboration across jurisdictions to provide a framework for coordinated, equitable, and consistent approaches.
Total Appropriation 2318 - General Capital Reserve				\$ 2,213,536	\$ 215,000	\$ 1,633,536	\$ 365,000	
Appropriation 2319 - Affordable Housing Reserve								
02 - 24	NSNH Site Preparation	Strategic & Corporate Services	Robert Skene	657,740	-	657,740	-	Funds to prepare the overall NSNH / Derek Inman Park Site for development. Lands must be brought to a condition in which they can be developed. This requires the relocation of utilities from an existing right of way, upgrade of utilities serving the site, relocation of a community garden and accommodating the NSNH interim condition (e.g. relocation of outdoor childcare). Contingency funding for remediating unforeseen soil contamination is included.
Total Appropriation 2319 - Affordable Housing Reserve				\$ 657,740	\$ -	\$ 657,740	\$ -	


PROJECT DESCRIPTIONS AND FUNDING ALLOCATIONS

Ref #	Project Name	Dept	Lead	Total 2023 Project Amount	Previously Appropriated	Appropriation # 2	Remaining Balance	Description
Appropriation 2320 - Carbon Fund								
11 - 08	Living City Tree Program	Engineering: Streets	Christel Lindgren	120,000	80,000	120,000	-	The program will plant trees on streets that currently have few or no street trees, and include a three year pilot project along Lonsdale with supportive infrastructure to promote long-term tree health. Response to a rapid decline in street tree health on Lonsdale Ave that has resulted in stunted tree growth, regular removal of dead trees and degradation of street character because of tree loss.
Total Appropriation 2320 - Carbon Fund				\$ 120,000	\$ 80,000	\$ 120,000	\$ -	
Appropriation 2321 - Tax Sale Land Interest								
03 - 19	Fell Avenue: Roadside Barriers, Retaining Walls, and Slope Stability.	Engineering: Streets	Brian Willock	500,000	-	500,000	-	Existing situation assessed by consultant in 2022. Staff recommendation to improve and extend roadside barriers, replace deteriorated retaining walls, and install instrumentation (inclinometer) to monitor slope movement. See Attachment #4 for further information.
03 - 20	Pavement Management: Streets & Lanes	Engineering: Streets	Bruce Bowman	862,067	-	862,067	-	Cracksealing, patching, resurfacing and reconstructing pavements in streets and lanes to preserve or extend the useful life and may also include replacing sections of curbs, curb and gutter, and/or sidewalks. Will also include periodic pavement condition data collection.
Total Appropriation 2321 - Tax Sale Land Interest				\$ 1,362,067	\$ -	\$ 1,362,067	\$ -	
Appropriation 2322 - Civic Amenity Reserve								
03 - 03	Priority Mobility Network Improvements	Engineering: Streets	Justin Hall	237,350	-	237,350	-	The project will execute on the consultation, design and construction of priority corridors and continue to prioritize work based on approved evaluation criteria. The 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 (AAA). See Attachment #6 for further information.
Total Appropriation 2322 - Civic Amenity Reserve				\$ 237,350	\$ -	\$ 237,350	\$ -	
Appropriation 2323 - Infrastructure Reserve								
03 - 20	Pavement Management: Streets & Lanes	Engineering: Streets	Bruce Bowman	288,133	-	288,133	-	Cracksealing, patching, resurfacing and reconstructing pavements in streets and lanes to preserve or extend the useful life and may also include replacing sections of curbs, curb and gutter, and/or sidewalks. Will also include periodic pavement condition data collection.
Total Appropriation 2323 - Infrastructure Reserve				\$ 288,133	\$ -	\$ 288,133	\$ -	
Appropriation 2324 - Public Art Reserve								
11 - 16	Public Art Civic Program	NVR&CC	Lori Phillips	85,000	-	85,000	-	The annual Civic Public Art Program provides for the inclusion of public art projects in coordination with civic engineering and parks capital projects each year. The resulting public artwork builds upon the City owned art inventory in parks, municipal buildings, streets, plaza or other civic areas. Since inception the Civic Public Art Program has commissioned and completed 51 municipally funded public art projects. See Attachment #3 for further information.
Total Appropriation 2324 - Public Art Reserve				\$ 85,000	\$ -	\$ 85,000	\$ -	
Appropriation 2325 - Child Care Reserve								
10 - 17	Child Care Facilities Improvements	Planning & Development	Renee de St. Croix	9,323	-	9,323	-	Capital grants to registered non-profit societies for the purpose of expanding, repairing, renovating and purchasing new equipment for child care facilities in the City. This is an annual project which has been in place since 2006. See Attachment #5 for further information.
Total Appropriation 2325 - Child Care Reserve				\$ 9,323	\$ -	\$ 9,323	\$ -	

PROJECT DESCRIPTIONS AND FUNDING ALLOCATIONS

Ref #	Project Name	Dept	Lead	Total 2023 Project Amount	Previously Appropriated	Appropriation # 2	Remaining Balance	Description
Appropriation 2326 - Lower Lonsdale Amenity Reserve								
02 - 24	NSNH Site Preparation	Strategic & Corporate Services	Robert Skene	8,877	-	8,877	-	Funds to prepare the overall NSNH / Derek Inman Park Site for development. Lands must be brought to a condition in which they can be developed. This requires the relocation of utilities from an existing right of way, upgrade of utilities serving the site, relocation of a community garden and accommodating the NSNH interim condition (e.g. relocation of outdoor childcare). Contingency funding for remediating unforeseen soil contamination is included.
Total Appropriation 2326 - Lower Lonsdale Amenity Reserve				\$ 8,877	\$ -	\$ 8,877	\$ -	
Transportation DCC Bylaw 8977								
03 - 03	Priority Mobility Network Improvements	Engineering: Streets	Justin Hall	232,650	-	232,650	-	The project will execute on the consultation, design and construction of priority corridors and continue to prioritize work based on approved evaluation criteria. The 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 (AAA). See Attachment #6 for further information.
Total Transportation DCC Bylaw 8977				\$ 232,650	\$ -	\$ 232,650	\$ -	
Grand Total				\$ 5,214,676	\$ 295,000	\$ 4,634,676	\$ 365,000	



Department Manager	 Director	CAO
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The Corporation of **THE CITY OF NORTH VANCOUVER**
STRATEGIC & CORPORATE SERVICES DEPARTMENT

INFORMATION REPORT

To: Mayor Linda Buchanan and Members of Council

From: Kimberly Chan, Manager, Information Technology

Subject: 2023–2027 CAPITAL PLAN-PROJECTS OVER \$500,000: FUNDING APPROPRIATION – LAND MANAGEMENT (PROJECT 07-10)

Date: May 8, 2023 File No: 04-1300-30-0001/2023

	2023	2024	2025	2026	2027	Total
City Contributions	\$300,000	\$250,000	\$250,000	\$ -	\$ -	\$800,000
External Contrib.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$300,000	\$250,000	\$250,000	\$0	\$0	\$800,000

PURPOSE

The purpose of this report is to provide rationale for funding the Land Management project (07-10) as part of the 2023-2027 Capital Plan.

DISCUSSION

This report is to request appropriation for \$300,000 for the 2023 project – Land Management. Due to City growth, technology changes, and changing regulations, the requirements for IT services have changed and increased. These funds will allow staff to proceed with information and technology updates related to land data and land management.

The IT division has requested funding in the 2023-2027 Capital Plan to effectively provide services that support the City's Corporate Business Plan and City growth. This funding will enable the IT division to update the land data, practices, and tools used by the organization. Initiatives for 2023 include an assessment of current practices, enhancements to the City's practices, and enhancements to supporting technology for business service delivery and priorities.

Appropriation of funds for this project are being requested at this time as the IT group is ready to begin this work.

FINANCIAL IMPLICATIONS

A total of \$300,000 in 2023 has been requested in the Capital Plan to fund staff and/or consultants to support the above identified work. Future budget requests will be the subject of future reports and will be refined through future budget processes.

RESPECTFULLY SUBMITTED:



Kimberly Chan
Manager, Information Technology



<i>Alison</i>	<i>Phillips</i>	
Dept. Manager	Director	CAO

The Corporation of **THE CITY OF NORTH VANCOUVER**
NORTH VANCOUVER RECREATION & CULTURE

INFORMATION REPORT

To: Mayor Linda Buchanan and Members of Council

From: Lori Phillips, Public Art Officer, North Vancouver Recreation & Culture Commission

SUBJECT: 2023 CIVIC PUBLIC ART PROJECT LIST

Date: May 24, 2023

ATTACHMENT:

- 1) City Public Art Reserve Fund Civic Project List 2000-2022

PURPOSE:

To provide Mayor and Council with the North Vancouver Public Art Advisory Committee's recommended 2023 Public Art Reserve Fund Project List.

BACKGROUND:

The Public Art Program is comprised of three main components: civic, community and developer-generated public art. While all three programs operate within the broader goal of building a sense of community identity through public art, each program has different objectives and funding mechanisms. This report focuses on civic public art.

Each year, funding in the amount of \$85,000 is appropriated by Council from the Public Art Reserve to realize the civically-initiated public art projects. The City of North Vancouver Public Art Policy states that the North Vancouver Public Art Advisory Committee will advise Council on the administration, management and disbursement of funds in the Public Art Reserve, and will present an annual report to Council on its deliberations and progress on projects supported by the Public Art Program.

EXISTING POLICY:

City of North Vancouver Public Art Program – Policy & Procedure Manual 2005

- Section A - Program Policy
- Section B - Administration Policy

SUMMARY:

Public art projects typically take approximately two to three years to complete, starting from site identification and funding commitment, through to design, fabrication and installation. Since the establishment of the Public Art Reserve in 2000, the City of North Vancouver has commissioned and completed 49 art projects (see Attachment 1).

At the May 11, 2023, meeting of the North Vancouver Public Art Advisory Committee, members reviewed a range of prospective public art projects utilizing the City's 2023 Civic Public Art allocation of \$85,000. After careful consideration, the committee passed a motion recommending that City Council allocate these funds as outlined in this report.

Project Name: Punch Clock Plaza

Project Value: \$55,000

The Punch Clock Plaza located at the foot of Lonsdale includes two artworks that pay homage to the thousands of workers who once passed through the former Burrard Shipyard site. The plaza area was completed in 2010 and includes two major artworks that are now in need of refurbishment. The estimate cost to address these two works is based on quotes received from three service providers. The two artworks included in this project are:

- Mural "Quitting Time" (vinyl application): The historic photo sourced from the North Vancouver Archives is featured as a large vinyl mural, as shown. The iconic photo depicts thousands of shipyards employees at the end of shift hustling to catch the ferry home across the inlet. The vinyl has reached end of life, with the ink faded from a rich sepia brown to light blue and the vinyl torn in multiple locations. Removal, reprinting and installation of a replacement of the mural is estimated at approximately \$45,000.



- **Big Drawer:**
This sculpture of a very long file cabinet drawer features employee time cards of shipyard workers who came from all over the world to build ships in Canada. The



piece is in relatively good condition, other than its paint finish. The cost to refinish and reprint a few of the file cards is in the range of \$10,000.

Project Name: Streetscape Enhancement

Project Value: \$30,000

This project will focus on the City's evolving network of safe and accessible routes for pedestrian and cyclist movement. The Public Art Program staff will be working with City staff to identify a key location where a new art intervention will heighten that location's sense of place and unique identity. This project will be designed to encourage responses from emerging local artists who are looking for development opportunities in the field of public art.

FINANCIAL IMPLICATIONS:

These public art projects, totaling \$85,000 are within the approved 2023 Capital Project Plan.

CONCLUSION:

The City's Public Art Program creates art in public spaces to celebrate and stimulate the community's cultural spirit and identity. Over the years, the City's Public Art collection has grown to a significant cultural asset and legacy for future generations. This success is possible through the support, vision and leadership received from City Council.

RESPECTFULLY SUBMITTED:


Lori Phillips, Public Art Officer



CITY PUBLIC ART RESERVE FUND
CIVIC FUNDED PROJECT LIST 2000 — 2022

2001-2005

1) **Wordlink**, Karen Kazmer; 2) **Veil**, SWON; 3) **Gateway**, Pechet & Robb; 4) **Living Ruin**, Pechet & Robb; 5) **Rain Garden**, Pechet & Robb; 6) **Essential Elements**, Pierobon & Foyle; 7) **Lonsdale Banner Designs**, Alvarez, Munro, Rathjie; 8) **By Water Breathe**, Katherine Kerr; 9) **SK8 Wave**, Chew & Metz; 10) **Waterwheel & Shell**, Doug Taylor; 11) **Coho Creek**, Bruce Walther; 12) **Tree & River Spirits**, Ken Clark; 13) **Lonsdale Banners**, Elliott & Skeet.

2006-2010

14) **Yet Another Way to Know That: Trees, Ships and Water**, Dwight Atkinson; 15) **Grizzly**, Ken Clark; 16) **Continuum**, Katherine Kerr; 17) **The Long Assent**, Veronica & Edwin Dam De Nogales; 18) **Out / Look**, Metz & Chew; 19) **Imagine our Future City**, Student Centennial Sidewalk Project; 20) **Tree Fragments**, Library Donor Recognition Project, Metz & Chew; 21) **Gateway to Ancient Wisdom**, Wade Baker; 22) **My People Will Rise Up Like a Thunderbird From the Sea**, Marianne Nicolson; 23) **Lonsdale Banner Designs**, Duane Murrin; 24) **Murmuring Crows**, Ingrid Kiovukangus.

2011-2015

25) **Wilbur's Web**, Alan Storey; 26) **Salmon for Wendell**, Jody Broomfield; 27) **Walk in the Forest**, Jen Gellis; 28) **Swale**, Veronica & Edwin Dam de Nogales; 29) **Ancient Sun**, Wade Baker; 30) **35 Rings**, Antonio Millaries & Jeremy Crowle; 31) **Fallen Tree**, Brent Comber; **Lonsdale Banners**, (Shadbolt-Reid-Smith) Kids Contest, AFK; 33) **Waterwork**, Carlyn Yandle; 34) **Vancouver Biennale Exhibition**; 35) **GroundWaterSeaLevel**, Germaine Koh; 36) **Raven**, Darren Joseph; 37) **Canada 150- What Makes Canada Great**, Lonsdale Street Banners School Art Contest; 38) **Lost Cows of Lillooet**, Nathan Lee & Matthew Thompson.

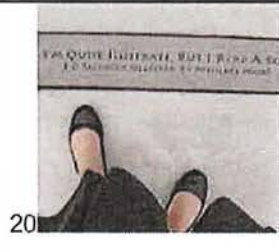
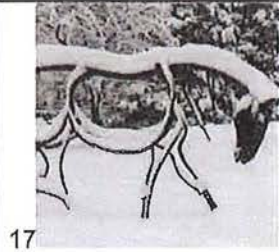
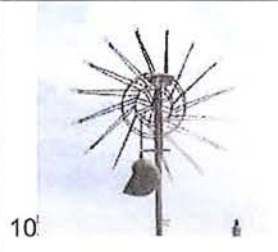
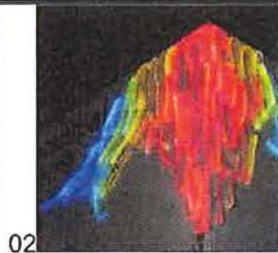
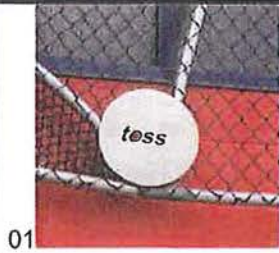
2015-2020

39) **Whatever the Weather I**, Mia Weinberg; 40) **Storytelling**, Rebeca Bayer & IMu Chan; 41) **Ascending Faith**, John Marston; 42) **West Coast Folklore Mural**, Ola Volo; 43) **Street Banner Designs**, Ola Volo; 44) **We Hold Our Hands Up to You**, Jody Broomfield; 45) **Time in Memorial & Beyond**, Xwalacktun (Rick Harry); 46) **Whatever the Weather II**, Mia Wienberg; 47) **Queensbury Frog**, Eric Neighbour; 48) **Pacific Tree Frog**, Doug Taylor.

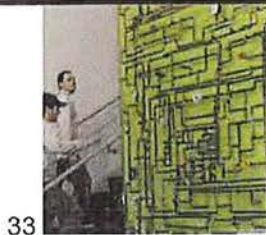
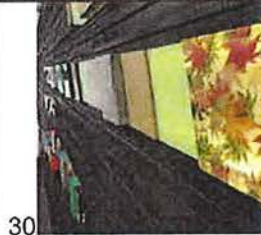
2020-2022

49) **Shimmer Time**, Alyia Orr; 50) **The Rescue**, Janice George, Buddy Joseph, 51) **Wealth of the Land**, Angela George; 52) **Aftermath**, Debora Sparrow; 53) **Creator's Children**, Sibohan Joseph & Ray Natraoro; 54) **Corvus**, ie Creative; 55) **Sister's Mountain**, Wade Baker.








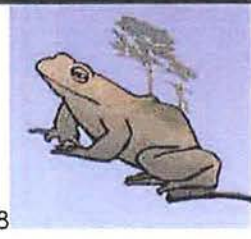







PUBLIC ART RESERVE – CIVIC FUNDED PROJECT LIST 2000 - 2022



PUBLIC ART RESERVE - CIVIC FUNDED PROJECT LIST 2000 - 2022



PUBLIC ART RESERVE - CIVIC FUNDED PROJECT LIST 2000 - 2022

<p>41</p> 	<p>42</p> 	<p>43</p> 	<p>44</p> 
<p>45</p> 	<p>46</p> 	<p>47</p> 	<p>48</p> 
<p>49</p> 	<p>50</p> 	<p>51</p> 	<p>52</p> 
<p>53</p> 	<p>54</p> 	<p>55</p> 	<p>Coming Soon Library FN Weaving</p>
<p>Coming Soon Dog Park</p>	<p>Coming Soon LL Lands</p>	<p>Coming Soon Eastern Park</p>	



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

INFORMATION REPORT

To: Mayor Linda Buchanan and Members of Council

From: Brian Willock, Deputy Director, Infrastructure Management

SUBJECT: 2023-2027 CAPITAL PLAN – PROJECTS OVER \$500,000: FELL AVENUE: ROADSIDE BARRIERS, RETAINING WALLS, AND SLOPE STABILITY – FUNDING APPROPRIATION (PROJECT 3-19)

Date: May 31, 2023 File No: 05-1705-30-0019/2023

	2023	2024	2025	2026	2027	Total
City Contributions	\$500,000	\$ -	\$ -	\$ -	\$ -	\$500,000
External Contrib.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$500,000	\$ -	\$ -	\$ -	\$ -	\$500,000

PURPOSE

The purpose of this report is to provide rationale for funding the Fell Avenue: Roadside Barriers, Retaining Walls, and Slope Stability project as part of the 2023-2027 Capital Plan.

BACKGROUND

Existing retaining walls along the north side of Fell Avenue/Edgemont Boulevard are deteriorating and unsightly. On the south side of the road, there is evidence of on-going slope movement which causes the existing roadside barriers to creep. In 2022, an engineer consultant was engaged to assess the existing situation and provide recommendations for remediation.

DISCUSSION

Fell Avenue/Edgemont Boulevard provides a critical linkage as it is one of only a few north-south connections which traverse the Pemberton Escarpment.

Fell Avenue/Edgemont Boulevard, between West 21st Street and Westmoreland Crescent, currently comprises two narrow vehicle lanes and a sidewalk on the north side of the road with steep slopes both north and south of the road. Retaining walls constructed

along the north side of the road were installed as part of a subdivision in 2010; however, they are deteriorating and must be repaired or replaced to maintain the upslope support and keep the sidewalk free of debris. Roadside barriers along the south side of the roadway have to be repositioned every year due to on-going slope movement.

Staff recommendation is to improve and extend roadside barriers, replace or repair the deteriorated retaining wall, and install instrumentation (inclinometer) to monitor slope movement to better inform long-term correction to the slope stability. Without significant regrading and stabilization of the slope, roadway cannot be widened to improve conditions for pedestrians or cyclists.

FINANCIAL IMPLICATIONS

The funding being requested in the 2023-2027 Financial Plan is \$500,000 and represents an order-of-magnitude budget estimate to replace the retaining walls on the north side of the road, improve and extend roadside barriers on the south side, and install instrumentation to monitor slope movement.

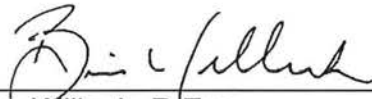
STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS

This project is aligned with the City's Asset Management Policy and supports a Connected City, and provides safe and convenient access to transit and active transportation infrastructure while also supporting regional connectivity.

This proposed work supports the following goals and objectives of the City's 2014 Official Community Plan:




- 2.3 Support a safe, accessible, resilient, and affordable transportation system;
- 2.3.1 Maintain the existing transportation infrastructure in good repair;
- 2.3.9 Design and adapt transportation infrastructure to be resilient to environmental changes and natural disasters such as extreme weather events.

RESPECTFULLY SUBMITTED:



Brian Willock, P.Eng.,
Deputy Director, Infrastructure Management



 Department Manager	 Director	 CAO
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The Corporation of **THE CITY OF NORTH VANCOUVER**
PLANNING & DEVELOPMENT DEPARTMENT

INFORMATION REPORT

To: Mayor Linda Buchanan and Members of Council

From: Renée de St. Croix, Manager, Long Range & Community Planning

Subject: 2023–2027 CAPITAL PLAN-PROJECTS FUNDING APPROPRIATION – CHILD CARE FACILITIES IMPROVEMENTS FUND (PROJECT 10-17)

Date: May 24, 2023 File No: 05-1705-30-0002/2023

	2023	2024	2025	2026	2027	Total
City	\$9,923	\$ -	\$0	\$ -	\$ -	\$9,923
External Contrib.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$9,923	\$0	\$0	\$ -	\$ -	\$9,923

PURPOSE

The purpose of this report is to provide rationale for funding the Child Care Facilities Improvements Fund project (Ref 10-17) as part of the 2023-2027 Capital Plan.

DISCUSSION

This report is to request appropriation for \$9,923 for the 2023 project – Child Care Facilities Improvements.

The purpose of the Child Care Facilities Improvements Fund is to enable the expansion, repair, renovation or purchase of new equipment for child care facilities in the City. It was set up as a grant program to support capital costs for the City and / or non-profit societies who provide child care.

During the 2023-2027 Capital Plan timeframe, the remaining Child Care Facilities Improvements Fund will be used to support minor interior renovations at the existing North Shore Neighbourhood House (NSNH) childcare facility due to the proposed relocation of the outdoor play area. The existing childcare program needs to be relocated to allow for better and direct access to the new outdoor play area, and new toilets will be constructed in order to comply with Vancouver Coastal Health (VCH) requirements.

Appropriation of funds for this project are being requested at this time as the City is ready to begin this work.

FINANCIAL IMPLICATIONS

A total of \$9,923 in 2023 has been requested in the Capital Plan to fund renovations at the existing NSNH childcare facility.a

RESPECTFULLY SUBMITTED:



Renée de St. Croix
Manager, Long Range & Community
Planning



		
Deputy Director	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: 2023-2027 CAPITAL PLAN – PROJECTS OVER \$500,000: PRIORITY MOBILITY NETWORK IMPROVEMENTS – FUNDING APPROPRIATION (PROJECT 03-03)

Date: May 31, 2023 File No: 05-1705-30-0019/2023

	2023	2024	2025	2026	2027	Total
City Contributions	\$470,000	\$1,645,000	\$570,000	\$420,000	\$2,720,000	\$5,825,000
External Contrib.	\$0	\$600,000	\$230,000	\$812,000	\$2,200,000	\$3,842,000
Total	\$470,000	\$2,245,000	\$800,00	\$1,232,000	\$4,920,000	\$9,667,000

PURPOSE

The purpose of this report is to present the rationale for funding to support the design and construction of high priority mobility corridors identified in the Priority Mobility Network Strategy.

DISCUSSION

In 2019, Council endorsed the All Ages and Abilities Priority Mobility Network Strategy – advancing the City'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.

Of note, three priority projects identified in the strategy have been submitted as separate capital projects for Council's consideration because of their large and complex nature. These projects include:

- The Upper Levels Greenway (2021-2024);
- Casano-Loutet Overpass (2019); and,

- Jones overpass to Green Necklace connection – which has been incorporated into a broader neighbourhood project, titled Carson Graham School Area Active Transportation Improvements (2024-2025).

Each of these projects will remain a priority for staff as they advance in 2023 and 2024. Moving forward, staff will prioritize the next phase of projects identified in the Priority Mobility Network Strategy with an emphasis on the Mid-Town Connector and Chesterfield Corridor with a report back to Council later in 2023 to re-affirm priorities. Ongoing efforts associated with the St Andrews Safety Improvement Project are also incorporated into this program.

FINANCIAL IMPLICATIONS

The total estimated cost for the TFT project management support, consultation, design and construction of the priority mobility corridors from 2023-2027 is \$9,667,000. However, it should be noted that these are preliminary cost estimates, and actual project costs will be refined through the design process.

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 kilometers of protected bike lanes.

In addition, the Priority Mobility Network 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

THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 8977

**A Bylaw to authorize the expenditure of monies from the
Development Cost Charge (Transportation) Reserve Fund
for the 2023 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 transportation will be levied;

AND WHEREAS the development of highway facilities, other than off street parking, 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 (Transportation) Reserve Fund Bylaw, 2023, No. 8977**” (2023 Capital Plan Funding).
2. The following amount is hereby appropriated from the Development Cost Charge (Transportation) Reserve Fund for the purpose of funding:
 - A. \$232,650 for the “Priority Mobility Network Improvements” project.

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READ a second time on the <> day of <>, 2023.

READ a third time on the <> day of <>, 2023.



ADOPTED on the <> day of <>, 2023.

MAYOR

CORPORATE OFFICER

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_____ Department Manager	 Director	 CAO
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The Corporation of **THE CITY OF NORTH VANCOUVER**
STRATEGIC & CORPORATE SERVICES DEPARTMENT

REPORT

To: Mayor Linda Buchanan and Members of Council

From: Robert Skene, Deputy Director, Strategic and Corporate Services

Subject: NORTH SHORE NEIGHBOURHOOD HOUSE - SITE PREPARATION
PROJECT - REQUEST FOR ADDITIONAL FUNDING

Date: May 31, 2023 File No: 02-0800-30-0028/1

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

RECOMMENDATION

PURSUANT to the report of the Deputy Director, Strategic and Corporate Services dated May 31, 2023, entitled "North Shore Neighborhood House (NSNH) - Site Preparation Project - Request for Additional Funding".

THAT the project funding be increased to align with recent cost estimate to complete the project;

THAT (Funding Appropriation #2327) an amount of \$985,000 be appropriated from the Tax Sale Land (TSL) Principal Reserve for the purpose of funding the "Strategic Land Acquisition" project included in the 2023-2027 Capital Plan;

THAT (Funding Appropriation #2327) be transferred to "NSNH Site preparation Project";

THAT an amount of \$50,000 be transferred from Safe Restart Grant -Childcare Initiatives Project (47176) to support NSNH Site Preparation Project;

THAT an amount of \$75,000 be transferred from New Community Gardens Project (50204) to support NSNH Site Preparation Project';

THAT an amount of \$140,000 be transferred from 2022 Non-City Use Maintenance and Repair Project (45347) to support NSNH Site Preparation Project;.AND

THAT should any of the amounts remain unexpended as at December 31, 2025, the unexpended balances shall be returned to the credit of the respective fund.

SUMMARY

The purpose of this report is to inform Mayor and Council that staff have identified a funding deficit in the North Shore Neighbourhood House (NSNH) Site Preparation Project. This project as currently planned cannot proceed to construction and completion until additional funding is secured to address rising inflation and market conditions encountered in the tendering stage of this project. This report seeks approval for additional project funding to be transferred to this project as identified in the recommendations.

BACKGROUND

The NSNH site preparation is associated with the broader redevelopment of the “Hub” site between East 1st Street and East 2nd Street on the east side of St. Georges Avenue. This work is necessary to provide a developable site to Catalyst Community Developments Society (Catalyst), the City’s partner for the delivery of affordable housing and social services.

The original project scope and cost were developed in early 2021 with a projected budget of \$3,021,000. Since July 2022, CNV staff have been advancing the design and costing of the NSNH Site Preparation project with an external project manager and engineering and landscaping consultants. Additional funding for this project in the amount of \$666,617 was planned for in the 2023 Capital Plan, increasing the project budget to \$3,687,617.

An updated project cost based on a recent “Class A” estimate and actual tender results is now projected to be \$4,946,940, including all soft costs, demolition, construction of civil works, community garden, interior and exterior childcare space renovations and contingencies. The funding gap between the current budget of \$3,687,617 and current estimated costs of \$4,946,940 is \$1,259,323.

Project Component	\$3,687,617 Budget	Revised Budget	Variance
Relocation of utilities	\$ 2,101,956	\$ 2,896,370	\$ 794,414
Relocation of outdoor childcare space	\$ 755,825	\$ 830,250	\$ 74,425
Relocation community garden to Alder St	\$ 829,836	\$ 1,220,320	\$ 390,484
Total	\$ 3,687,617	\$ 4,946,940	\$ 1,259,323

To date, a portion of the site preparation scope has been awarded while other portions are still in the pre-award tender phase. In order to award these outstanding contracts,

additional funding must be appropriated and/or transferred at this time. The additional funding will enable the City to deliver these works in a timely manner to meet the City's commitment to complete the subdivision and handover of site to Catalyst by end of summer 2023.

The following table outlines the various sources of funding proposed to comprise the \$1,259,323 required to complete the NSNH Site Preparation project.

Transfer of newly appropriated funding	
New Community Gardens" Project (50204)	\$ 75,000
Tax Sale Land Principal Reserve 2023 Appropriation 2 (#2327)	\$ 985,000
Transfer of existing funding (previously appropriated)	
Safe Restart Grant-Childcare Initiatives Project (47176)	\$ 50,000
2022 Non-City Use Maintenance and Repair Project" (45347)	\$ 140,000
Childcare grant funding distributed by the City's Planning Department.	\$ 9,323
Total	\$ 1,259,323

Project Components

- **Relocation of utilities**

This scope of work consists of the removal and re-installation of existing utilities (storm, street lighting, BCHydro, Fortis, Telus and Shaw) from the interior laneways between East 1st and East 2nd Streets, to the perimeter of the block in order to clear the site for future development by Catalyst.

- **Relocation of outdoor childcare space**

The existing outdoor childcare space is currently located within the future site of the Catalyst Development. As part of the proposed construction works, the existing outdoor childcare space and covered deck area on the east side of the NSNH building will be demolished and a new outdoor space will be created on the south side. Minor interior renovations will also be required as a result of this outdoor play area relocation in order to maintain adjacency between the interior and exterior childcare spaces.

- **Relocation of the community garden to Alder Street**

The existing Lower Lonsdale Community Garden currently situated on the site of the future Catalyst development is being relocated to a new site at the intersection of Alder Street, St. David's Ave., and the Spirit Trail. The new location requires site levelling by way of structural retaining walls, a new stormwater management system, water service, power, accessible pathways and planter boxes. The consultant team are also currently exploring the feasibility of relocating the existing garden gate as part of the overall scope of work.

Current conditions in construction industry – cost escalation and inflation

The COVID-19 pandemic from early 2020 has had a considerable impact on the construction industry that is still being experienced through 2023. Supply chain issues, skilled labour shortages and material cost increases, particularly fuel, concrete and steel

are all still contributing to the ongoing construction cost escalation and market volatility. Higher construction costs on the North Shore can also be attributed to limited access routes across Burrard Inlet and resulting traffic congestion in traveling from the Fraser Valley and Lower Mainland to our local sites.

In addition, the general inflation rate in Canada has risen rapidly over the past several years, from 1% to 7.7%, a 40-year high. The increased cost of living and shortage of affordable housing also makes it difficult to rely on local labour forces. The resulting upward pressure on wages and labour contract renegotiations have also added to labour costs faced by contractors in 2022.

2023 is predicted to be a year of continued volatility with many factors contributing to the high cost of construction. Unstable interest rates, the possibility of a recession, geopolitical relations and continued supply chain interruptions will all have an ongoing impact on market uncertainty.

FINANCIAL IMPLICATIONS

Information throughout this report provides background to support additional new and existing funding transfers.

One of the transfers proposed is to use Tax Sale Land (TSL) Principal Reserve funding repurposed from the Strategic Land Acquisition project. A Strategic Land Acquisition project of \$3.5M is included in CNV's Financial Plan each year so that, in the event that an unanticipated land acquisition opportunity presents itself, CNV can act quickly and without the need to adopt a revised Financial Plan. No such strategic land acquisition opportunity has presented itself so far in 2023. This proposed option is also advantageous as it does not require a revised Financial Plan Bylaw.

Council has resolved in the past that TSL Principal Reserve funds are only to be used to invest in land acquisitions and projects that have a prospective rate of return equal to or greater than CNV's investment portfolio. The NSNH Site Preparation project is an investment in land that is improving the site's development potential and, with Council's approval, TSL Principal Reserve funding could be used for the NSNH Site preparation project.

As part of the Harry Jerome Community Recreation Centre Financial Strategy, the TSL Principal Reserve is intended to maintain a \$20M minimum balance as a "Financial Safety Net". Use of funds from this reserve for the NSNH Site Development Project would at no point bring the TSL Reserve Fund balance below \$20M.

Another longer term option available to fund the \$985,000 transfer is to use funding available in CNV's Civic Amenity Reserve Fund, where funding is available without impacting other projects included in the 2023-2027 Capital Plan. The Civic Amenity Reserve was established for projects like NSNH and may be a better source of funding than the TSL reserve, but use of these Civic Amenity Reserve funds would require a revised Financial Plan. Staff plan to consider replenishing the TSL Principal Fund, with interest, from the Civic Amenity Reserve as a part of the 2024-2028 Financial Planning process.

INTER-DEPARTMENTAL IMPLICATIONS

The Engineering Parks and Environment (EPE) department have been closely involved with the project team through the planning and design stage of this project. The Finance department is providing the necessary strategy and process in seeking out additional funding.

STRATEGIC PLAN, OFFICIAL COMMUNITY PLAN OR POLICY IMPLICATIONS

The site preparation work is necessary to allow the City's project partners to advance the delivery of affordable housing and social services which is directly aligned with Council's vision of *A City for People* and *A Livable City*. The future development will increase the number of below market housing units and the proportion of residents with safe and convenient access to transit and active transportation infrastructure.




RESPECTFULLY SUBMITTED:



Robert Skene, Deputy Director
Strategic and Corporate Services

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 Department Manager	 Director	 CAO
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The Corporation of **THE CITY OF NORTH VANCOUVER**
STRATEGIC & CORPORATE SERVICES DEPARTMENT

REPORT

To: Mayor Linda Buchanan and Members of Council

From: Brian Lightfoot, Manager, Real Estate

Subject: DEDICATION OF CITY LANDS IN THE 300 BLOCK OF FORBES AVENUE AS HIGHWAY

Date: May 31, 2023 File No: 11-5400-20-0027/1

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

RECOMMENDATION

PURSUANT to the report of the Manager, Real Estate, dated May 31, 2023, entitled "Dedication of City Lands in the 300 Block of Forbes Avenue as Highway":

THAT "Highways Establishing Bylaw, 2023, No. 8969" (Dedication of Lots K and L in the 300 Block of Forbes Avenue as Highway) be considered;

AND THAT the Mayor and Corporate Officer be authorized to sign the necessary documentation to give effect to this motion.

ATTACHMENTS

1. Proposed "Highways Establishing Bylaw, 2023, No. 8969" (CityDocs# [2342163](#))

BACKGROUND

The City of North Vancouver owns two small titled parcels of land on Forbes Avenue just north of West 3rd Street that are used as road. A sketch showing the location of the two properties (“Lots K and L”) shown in blue is below.



These properties were acquired as part of a land exchange with an owner to the east. Staff conducted a review of Council minutes and internal correspondence from the 1950's to the 1970's. Correspondence from the City's Land Agent to the Finance Committee on February 10, 1972 suggests the lands on Forbes were intended to be established as road for the widening of Forbes Avenue once the land exchange had completed, however, to date this road dedication was not completed. Real Estate staff have discussed this road dedication with Engineering Parks and Environment staff and confirmed that the best long term use of these properties is to have them dedicated as road.

Presently, BC Hydro is looking to upgrade utilities within Lots K and L. A Statutory right of way is required if the parcels remain as titled parcels; if dedicated as roadway, a SRW is not required. Due to the location of the project, Staff sought confirmation that Squamish Nation has been engaged and it is confirmed that BC Hydro engaged Squamish Nation. Squamish Nation will be participating in the archaeology monitoring during construction.

DISCUSSION

The 300 block of Forbes Avenue is a 2-lane road with parking, a sidewalk on the east side and is designated as a bike route connecting cyclists with West 4th Street to the north. Lots K and L have been improved as part of the roadway and currently contain the sidewalk and street lighting for that portion of Forbes.

As Forbes Avenue to the north and south of Lots K and L is generally 20 metres wide, dedicating the lots as road would make this segment consistent with adjacent blocks and bring the sidewalk and street lighting into the road dedication which is typical throughout the City.

Considering these parcels are currently not regulated by the Street and Traffic Bylaw, any placement of third party utilities requires registration of a statutory right of way in favour of the respective utility. Dedication will allow these parcels to be managed in the same way as the rest of the adjacent road where Permissions for utility placement within a municipal road are covered by provincial legislation.

Staff recommend to dedicate the two above noted parcels as road as was originally contemplated in the 1970s and is how the parcels are being utilized. Engineering Parks and Environment has advised that dedicating these two parcels into road will simplify the management of utility services currently and in the future.

FINANCIAL IMPLICATIONS

There are no direct financial implications as a result of this report, however, this initiative would reduce staff time and legal fees that would be incurred if statutory right of ways are required to be registered over the City lots to allow third party utilities to cross over and remain on titled City property.

INTER-DEPARTMENTAL IMPLICATIONS

This initiative and report has been prepared with input from the City's Legal department as well as staff from Engineering Parks and Environment.

RESPECTFULLY SUBMITTED:



Brian Lightfoot, Manager Real Estate

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THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 8969

A Bylaw to establish City lands in the 300 Block of Forbes Avenue as highway

WHEREAS the Corporation of the City of North Vancouver is the registered owner of Lots K and L, Block 135, District Lot 271, Plan 15278 in the City of North Vancouver, in the Province of British Columbia, having acquired the same as a result of a land exchange with the adjacent property owner;

AND WHEREAS the Corporation of the City of North Vancouver deems it expedient to dedicate the said lots K and L as highway for the use of the public;

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 “**Highways Establishing Bylaw, 2023, No. 8969**” (Dedication of Lots K and L in the 300 Block of Forbes Avenue as Highway).
2. The following lands are hereby established as, and shall be used as, part of public highways:
 - A. Lots K and L, Block 135, District Lot 271, Plan 15278, as outlined in heavy black line on the plan prepared by Dan Robert Machon BCLS on May 17, 2023.

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ADOPTED on the <> day of <>, 2023.

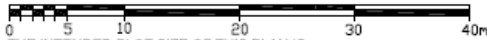
MAYOR

CORPORATE OFFICER

**EXPLANATORY PLAN OF LOTS 'K' AND 'L',
BOTH OF BLOCK 135, DISTRICT LOT 271,
GROUP ONE, NEW WESTMINSTER DISTRICT, PLAN 15278**

PLAN EPP128404

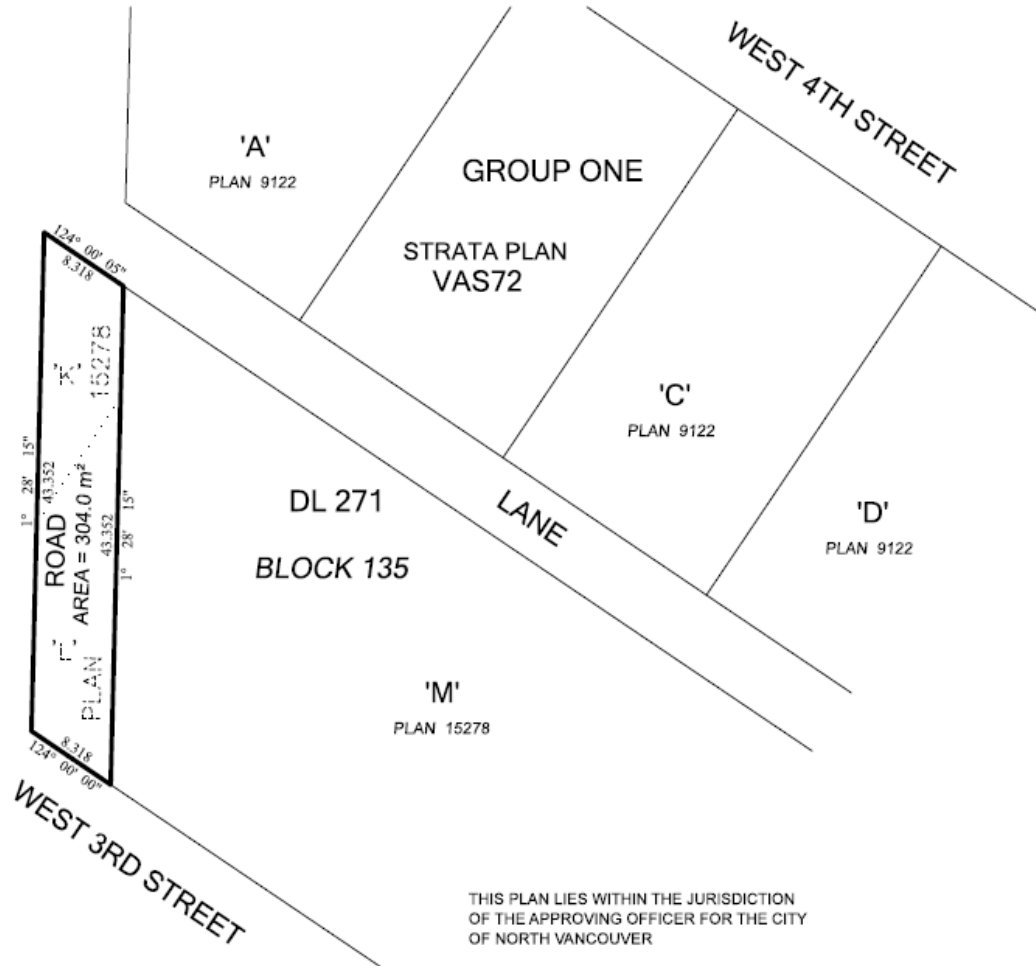
PURSUANT TO SECTION 107 OF THE LAND TITLE ACT
BCGS 92G035



THE INTENDED PLOT SIZE OF THIS PLAN IS
432 mm IN WIDTH BY 280 mm IN HEIGHT (B SIZE)
WHEN PLOTTED AT A SCALE OF 1: 400



FORBES AVENUE



LEGEND

m² DENOTES SQUARE METRES

BEARINGS ARE ASTRONOMIC AND DERIVED
FROM PLAN 15278

THIS PLAN SHOWS HORIZONTAL GROUND-LEVEL DISTANCES IN
METRES OR DECIMALS THEREOF UNLESS OTHERWISE NOTED

THIS PLAN IS BASED UPON THE FOLLOWING
LAND TITLE AND SURVEY AUTHORITY OF BC RECORDS:
PLAN 15278

DAN ROBERT MACHON, BCLS (751)
17TH DAY OF MAY, 2023

THIS PLAN LIES WITHIN THE JURISDICTION
OF THE APPROVING OFFICER FOR THE CITY
OF NORTH VANCOUVER

THIS PLAN LIES WITHIN THE
METRO VANCOUVER REGIONAL DISTRICT

007-677-049 (LOT 'K')
007-677-073 (LOT 'L')
308 WEST 3RD STREET
M 3446-27 NVC

HOBBS, WINTER & MacDONALD,
B.C. LAND SURVEYORS,
113-828 HARBOURSIDE DRIVE,
NORTH VANCOUVER, B.C., V7P 3R9
TEL 604-986-1371 FAX 604-986-5204
EMAIL: admin@hwmsurveys.com



 Department Manager	 Director	 CAO
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The Corporation of **THE CITY OF NORTH VANCOUVER**
PLANNING & DEVELOPMENT DEPARTMENT

COUNCIL REPORT

To: Mayor Linda Buchanan and Members of Council

From: Matthew Menzel, Planner 2

Subject: PRELIMINARY REPORT – EARLY CONSIDERATION OF OCP
AMENDMENT APPLICATION FOR THE CAPILANO MALL (QUADREAL
PROPERTY GROUP / DIALOG)

Date: May 31, 2023 File No: 08-3030-20-0333/1

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

RECOMMENDATION

PURSUANT to the report of the Planner 2, dated May 31, 2023, entitled
“Preliminary Report – Early Consideration of OCP Amendment Application for
the Capilano Mall (QuadReal Property Group / Dialog)”:

THAT staff be directed to process the Official Community Plan amendment
application for the Capilano Mall with QuadReal Property Group and guide the
master planning process;

AND THAT staff be directed to report back on the outcomes of a cost
recovery approach for this application.

ATTACHMENTS

1. Context Map (CityDocs [2369050](#))
2. Map of existing transit facilities (CityDocs [2369051](#))

SUMMARY

The purpose of this report is to seek Council’s direction regarding the proposed Official
Community Plan (OCP) amendment for the Capilano Mall site. The proposal will involve
a master planning exercise to determine the form of future development on this site, and
review broader planning implications within the neighbourhood.

Quad Real Property Group have submitted a Pre-Consultation Application which proposes to amend the Official Community Plan, which would initiate the development of a comprehensive master plan for the subject site. The master plan process, which will involve extensive consultation with the community and relevant stakeholders, will identify the appropriate land use designations and establish relevant parameters that will guide future development options.

This report will present an overview of the subject site, outline the form of the master plan, and give a summary of the anticipated development application review and community consultation process.

Planning staff seeks early direction from Council to proceed with processing this application.

Table 1. Project Information

Applicant:	QuadReal Property Group
Architect:	Dialog BC Architectural, Engineering, Interior Design, Planning Inc.
Address:	925-943 Marine Drive 925 West 3rd Street
Official Community Plan Designation:	Commercial
Existing Zoning:	Comprehensive Development CD-400 Zone
Metro 2050 / Transport 2050	General Urban Frequent Transit Development Area

DISCUSSION

Site and Surrounding Uses

The Capilano Mall site (the 'subject site'), has a total size of approximately 6.7ha, and is comprised of the following land parcels (refer to Attachment 1 and Table 2):

Table 2. Site Description

Address	Site Area	OCP Designation	Description
925-943 Marine Drive	60,840.63 sq. m. (654,880.45 sq. ft.)	Commercial	Capilano Mall
925 West 3rd Street	6,181 sq. m. (66,531 sq. ft.)	Commercial	Capilano Mall overflow parking

To provide a size comparison of other large development sites in the City, the Harbourside Waterfront site had a total area of approximately 3.7447ha, and the Harry Jerome Neighbourhood Lands comprised a total area of 3.15ha. On this basis, the subject site represents one of the largest development sites in the City.

The subject site is located on the southern side of Marine Drive, and borders the District of North Vancouver to the west. The site also fronts Hamilton Avenue, West 3rd Street and Hanes Avenue. Mackay Creek is located to the west on the opposite side of Hamilton Avenue and Mackay Road.

The subject site is located adjacent to the RapidBus Transit Route, with one north-bound and one south-bound RapidBus stop being located along the Marine Drive frontage. The transit services provide a good connection to Downtown Vancouver, and throughout the North Shore.

The site also has close access to existing parks, open space and trail networks, including:

- Hyak Park;
- Lower Mackay Creek Park;
- Heywood Park;
- Mosquito Creek Park;
- Kings Mill Walk Park; and
- The Spirit Trail.

Attachments 1 & 2 provide a visual representation of the site's context and nearby transit in the locality.

Development Constraints

There are a number of known constraints affecting the subject site, which require considerable investigation in determining its development potential. These site constraints also provide an opportunity to facilitate enhancements and build resiliency of existing natural features, as well as expand the existing pedestrian and bicycle networks.

At this preliminary stage, the known development constraints that require further investigation as part of an OCP amendment application and master planning process include:

- Landslide and Flood Hazard Risk;
- Streamside Development Permit Area;
- Marine Drive Streetscape Guidelines;
- AAA Bike network;
- Tree retention; and
- Existing access and services easements.

Planning Analysis

Master Plan

The OCP amendment process will involve developing a master plan, which will determine future land uses and design guidelines for the subject site. The overarching goal of the master plan will be to meet the overall outcomes of the City's Official

Community Plan, the Metro Vancouver Regional Growth Strategy, and other CNV policies.

Staff and the applicant will engage with members of the community and relevant stakeholders to shape the final form of the master plan. This exercise will include engagement to set the City's vision and guiding principles for the Capilano Mall site. For clarity, the final vision and principles for the site will be shaped with input from the community, stakeholders, City Staff and Council, as assessment of an OCP amendment application progresses.

The final master plan is anticipated to have the following components and structure:

1. Existing context
 - a. Site location
 - b. Environmental features and constraints
 - c. Land use pattern
 - d. Urban design and public realm
 - e. Transportation networks
 - f. Pedestrian, trail, bicycle and transit networks
 - g. Community amenities
 - h. Utility infrastructure networks/capacity
2. Vision and Guiding principles
3. Preliminary structure/community plan
4. Conceptual Site Plan (Capilano Mall site)
 - a. Land use / mix
 - b. Massing – Height, density, setbacks, open space
 - c. Urban design and place-making
 - d. Landscape design
 - e. Access
5. Public realm improvements
6. Social Planning (amenities, etc.)
7. Environment enhancements
8. Environmental sustainability standards
9. Utility infrastructure upgrades
10. Phasing

Sections may be added or removed depending on need as the plan develops.

Structure Plan

Given the broad impacts and opportunities the redevelopment of the Capilano Mall will have on the surrounding area, it will be crucial that the neighbourhood level impacts are evaluated to ensure an orderly sequence of development is facilitated, both now and in the future.

On this basis, the proposed OCP amendment application would involve preparation of a structure plan for the Marine-Hamilton Neighbourhood. The purpose of the structure plan will be to demonstrate how:

- the redevelopment of the site will respond to future development within the neighbourhood without compromising effective and efficient development outcomes;
- corridors, linkages and networks such as road, pedestrian and bicycle networks are provided within the site, and how their continuity is provided for and facilitated on adjoining premises and within the locality;
- valued site attributes have been retained or enhanced, and constraints have been appropriately considered and their impacts mitigated;
- orderly and sequential development will occur within the necessary infrastructure networks, and how services are provided in an efficient and timely manner.

The master plan and structure plan will not change the land use designations or zoning of surrounding properties in the neighbourhood. Rather, these planning tools will evaluate how the redevelopment fits within the context of this area and how the Capilano Mall site can deliver on community amenities, employment, housing, environmental sustainability, public realm, transportation improvements, and other City priorities. The master plan will support the exploration of a development permit system or other mechanism to guide form and development of the various project phases.

Key Considerations to be Addressed

The following provides an overview of some of the key considerations that will need to be addressed through assessment of the master plan and structure plan:

- Long Range Planning considerations (i.e. community amenities analysis; needs assessment; housing needs; retail impact assessment; employment land impacts study, employment needs; etc.)
- Community benefits and amenities provision;
- Development density and mix;
- Building height and form;
- Place making and public realm;
- Transportation and pedestrian networks;
- Flooding and environmental constraints;
- Environmental sustainability;
- Utility infrastructure networks; and
- Institutional needs.

Process & Public Engagement

Applications requiring an Official Community Plan amendment are brought forward for early consideration and Council guidance, with preliminary analysis for relevant land use issues and processes. OCP amendments also require additional consultation to meet the requirements of the *Local Government Act*, which includes engagement with First Nations, adjacent municipalities, government agencies, and others who may have an interest. Staff will provide an outline of the groups recommended to be consulted once a formal application has been submitted. Should Council direct Staff to proceed with processing an application, Staff would undertake a detailed assessment of the

various aspects of the potential development, including (for example) the constraints, opportunities, built form, urban design, environmental and transportation. Staff will also work with the applicant to guide and inform a possible community benefits package throughout the process.

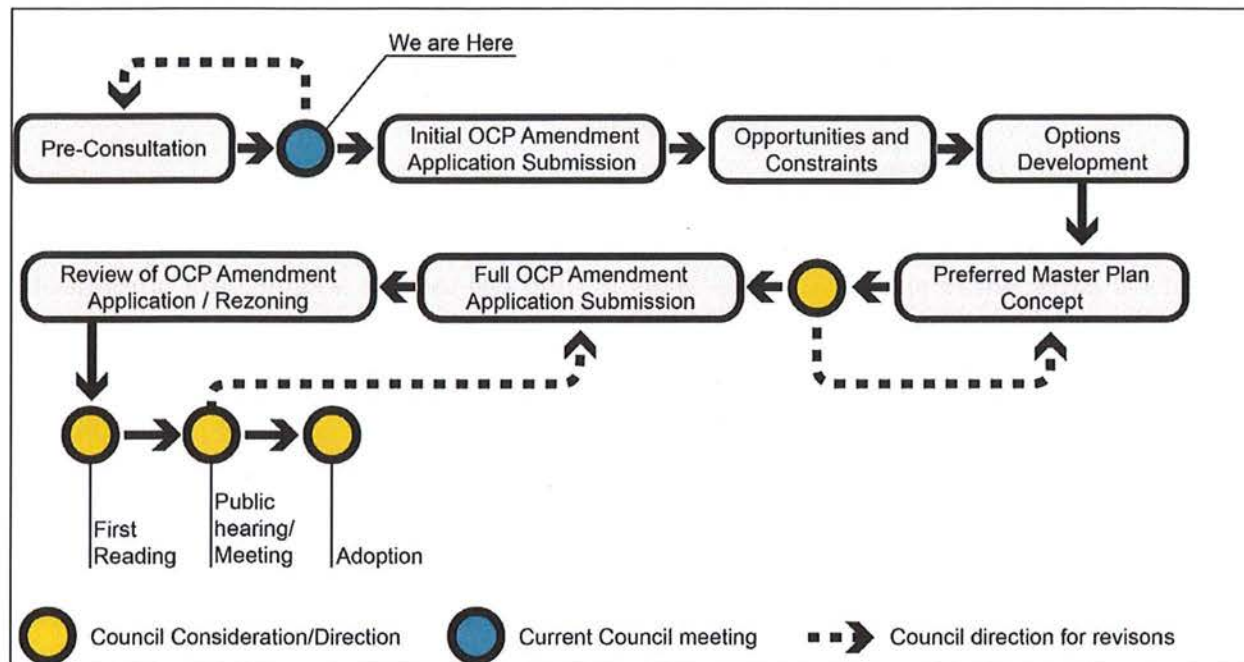
Staff would also request supplementary studies and materials from the applicant, and the project would be subject to rigorous public and Advisory Body consultation.

The anticipated development process for this project is as follows:

- Step 1: Pre-consultation / Early Direction
- Step 2: Initial OCP Amendment application submission
- Step 3: Opportunities and Constraints
- Step 4: Options Development
- Step 5: Preferred Master Plan Concepts (and relevant development guideline / requirements)
- Step 6: Full OCP Amendment Application / Rezoning Submission
- Step 7: Review of OCP Amendment Application / Rezoning
- Step 8: Council Consideration

It is proposed that Steps 3 through 5 will involve facilitating workshops on various development topics with the applicant, which will provide staff with the opportunity to guide and inform the master plan, ensuring proper alignment with the City's various policies and priorities. In addition, depending on the outcomes of the master planning process Council may also be asked in Steps 5 and 6 to consider a Development Permit Area and Guidelines.

Furthermore, Steps 3 through 5 will involve public engagement and opportunity for input through Council updates; however, Council’s consideration of the OCP amendment will occur after Step 7.



OPTIONS

The following options are presented for Council’s consideration:

Option 1: Direct staff to proceed with processing an OCP amendment (Recommended)

This option would provide staff with direction to proceed with processing an OCP amendment application for the Capilano Mall site, with QuadReal leading the process under direction of the City.

Should this option be pursued, the application would undergo staff review, public consultation and Advisory Body review, consistent with the process outlined in this report.

Option 2: Direct staff to explore other development options

This option would provide staff with direction not to proceed with the proposed OCP amendment application, and work with the applicant to explore other development options for the site in keeping with the current OCP designation.

Should Council wish to pursue this option, the two active clauses in the resolution should be amended to read as follows:

THAT the application for Official Community Plan amendment for the Capilano Mall not be pursued;

AND THAT staff work with the proponent to establish a supportable redevelopment proposal for the site under the existing OCP designations that enhances employment generating uses while achieving needed community benefits.

FINANCIAL IMPLICATIONS

The proposed work involved with creating the master plan for the proposed Capilano Mall site is expected to span over several years, and will require a significant amount of staff resources from various City departments.

Staff are pursuing a cost recovery approach that is similar to what other municipalities have undertaken for large, more complex sites that require significant staff resourcing to guide the planning of this site in close collaboration with the applicant's project team. If there is no cost recovery approach for this application, this would put further strain on already limited staff resourcing to process this and other development applications, likely adding time to the process. Given the significance of this project to the City, it is important that there be adequate resourcing in place to ensure desired outcomes for the City and community regarding this site

It is important to note that the proposed cost recovery approach does not guarantee an outcome or limit Council's decision-making on an application over the site. Rather, this approach is about ensuring the City has the necessary resources to guide the master planning process and review the OCP amendment and rezoning applications. Any decision-making on the site would be up to the discretion of Council and evaluated against the City's policy framework and input received from the community.

Staff would work with the applicant in terms of determining the cost recovery amount prior to Preliminary OCP Amendment Application Submission.

INTER-DEPARTMENTAL IMPLICATIONS

The report has been prepared in partnership with the City's Engineering, Parks and Environment (EPE) Department, and reviewed by Legal and Finance.

The OCP amendment application will be reviewed concurrently with the City's three upcoming policy strategies: Community Well-Being Strategy, Economic Strategy, and Climate and Environment Strategy, as well as be in alignment with the Zoning Bylaw Review.

The overlapping timelines of the OCP amendment application will provide the opportunity for synergies between the various planning processes, to address findings from the City's major policy projects and ensure that the area is properly considered in the City's reimaged Zoning Bylaw and OCP.

Staff from the Finance Department, Legal and EPE would be involved with on-going review with respect to any proposed cost recovery model that is negotiated with the applicant.

CONCLUSION

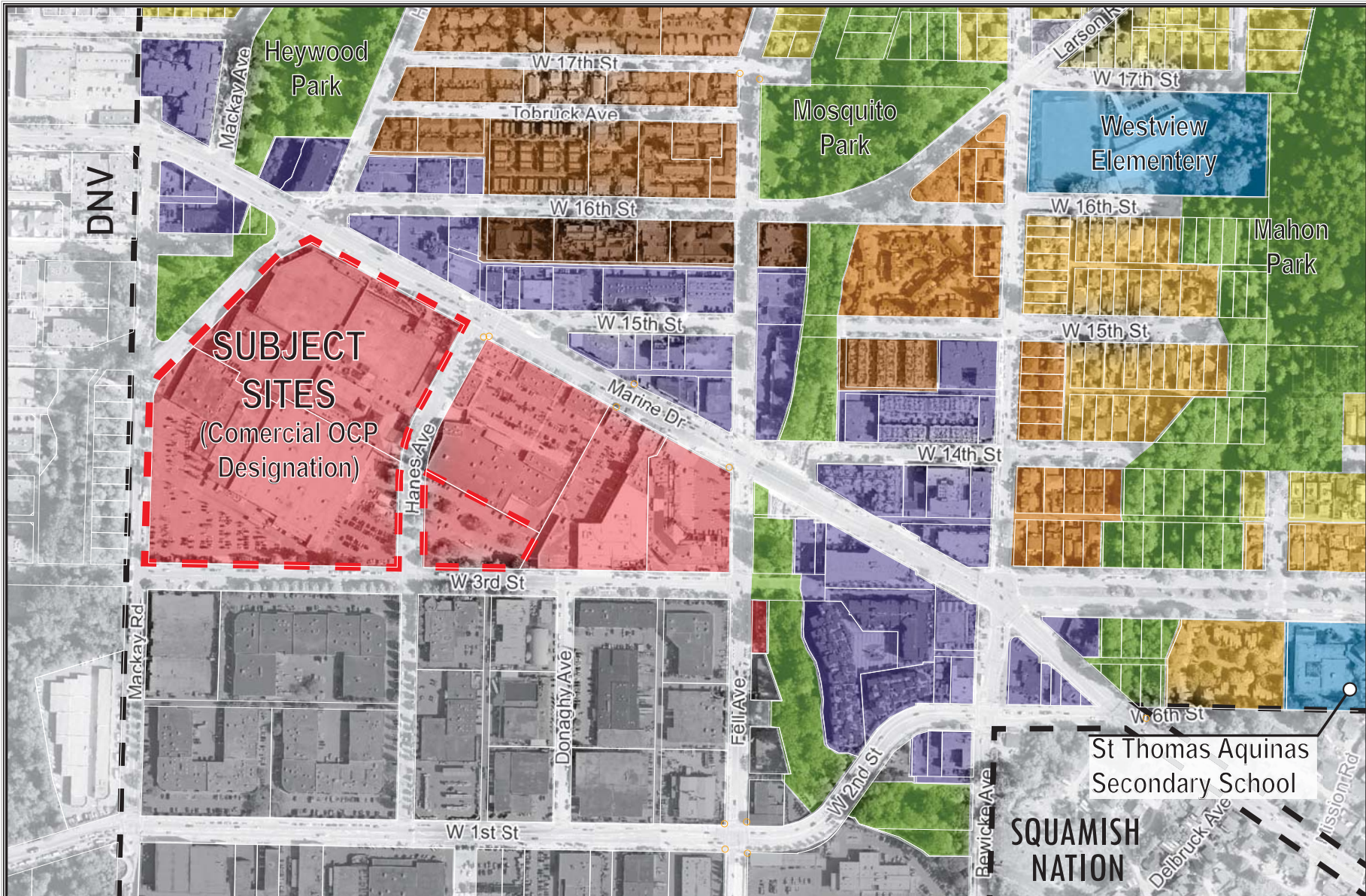
The redevelopment of the Capilano Mall site provides an opportunity to deliver on numerous City priorities, and establish a new transit-oriented, mixed-use development, that takes advantage of the sites excellent access to rapid transit and key locational attributes.

This report recommends that Council direct staff to proceed with the application for the redevelopment of the Capilano Mall site. This would include a comprehensive OCP amendment and master plan process, which would assess the impacts of the proposal on the broader community, and ensure alignment with the City’s policy frameworks and priorities.

RESPECTFULLY SUBMITTED:



Matthew Menzel
Planner 2



**City of North Vancouver
Capilano Mall
Land uses
Legend**

Land Use Category	Color	OCP Density (FSR)	Maximum Bonus (FSR)
Residential Level 1 (Low Density)	Light Yellow	0.5	
Residential Level 2 (Low Density)	Yellow	0.5	
Residential Level 3 (Low Density)	Orange	0.75	
Residential Level 4A (Medium Density)	Light Brown	1.0	
Residential Level 5 (Medium Density)	Dark Brown	1.6	up to 1.0
Mixed Use Level 2 (Medium Density)	Purple	2.0	up to 0.5
Parks, Recreation & Open Space	Green		
School & Institutional	Blue		
Commercial	Red		
Mixed Employment	Grey		
Industrial	Light Grey		
City Boundary	Black Dashed Line		

DISCLAIMER
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GIS Division, Information Technology,
 City of North Vancouver
 PLOTTED: 3/23/2023
 SOURCE: StaffMap
 COORDINATE SYSTEM: NAD 83, UTM Zone 10



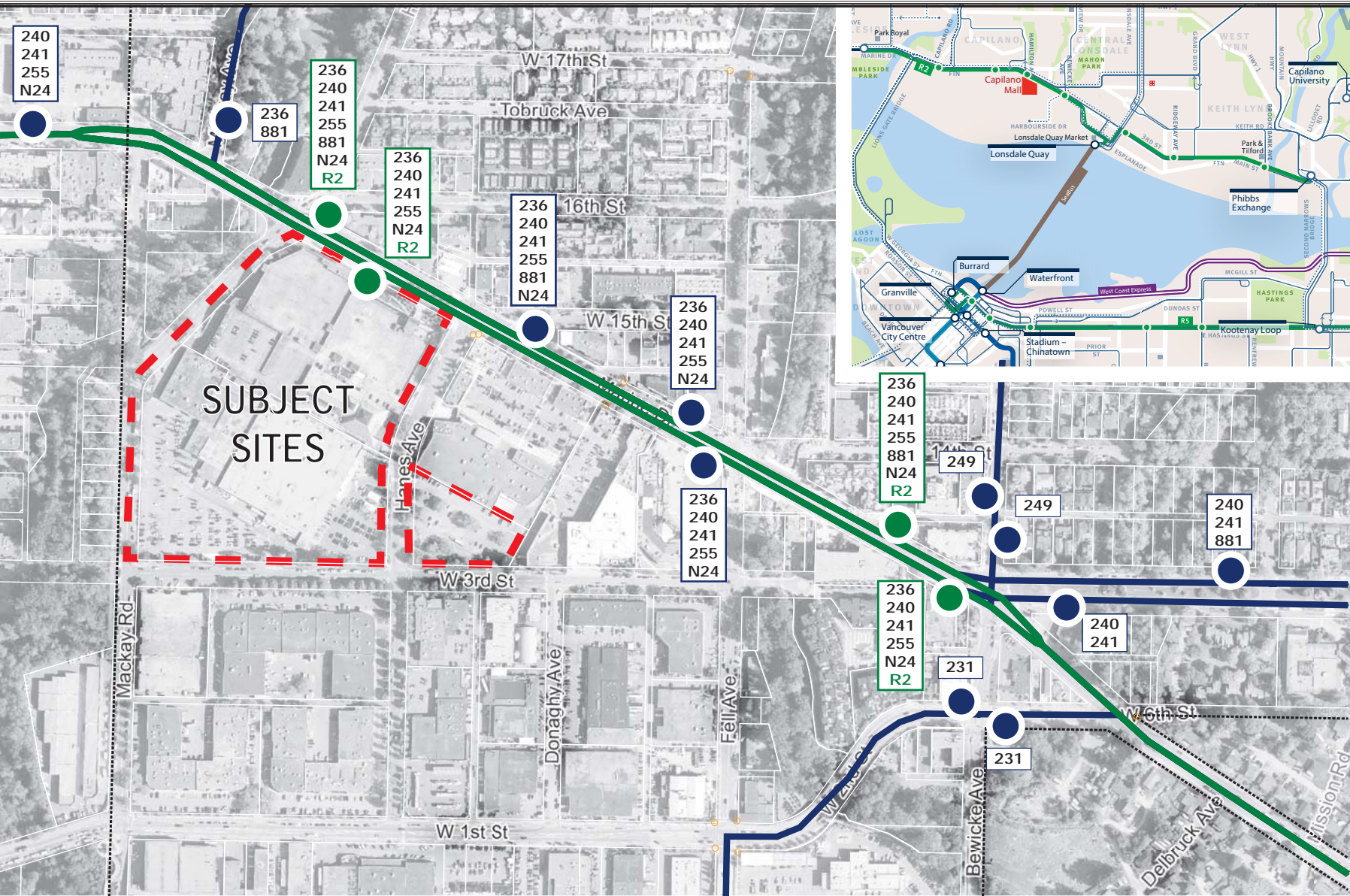
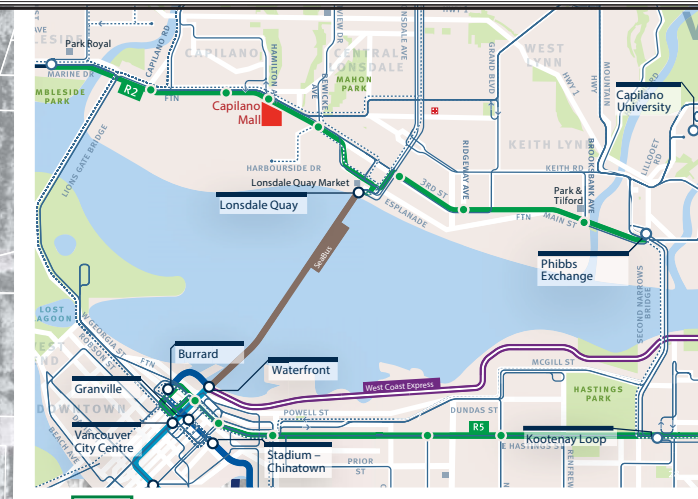
St Thomas Aquinas
 Secondary School
 SQUAMISH NATION

City of North Vancouver

Capilano Mall Transit

Legend

- R2 Rapid Bus Route
- R2 Rapid Bus Stop
- Bus Route
- Bus Stop



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GIS Division, Information Technology,
 City of North Vancouver

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NOTICE OF MOTION

13. Support for Individuals Utilizing Illicit Drugs – File: 10-4900-03-0001/2023

Submitted by Mayor Buchanan

RECOMMENDATION:

WHEREAS the Province of British Columbia implemented a 3-year exemption from Health Canada on January 31, 2023 to decriminalize the possession of certain illegal drugs;

WHEREAS the agreement between Health Canada and the Province was to include consultation by the Province with municipalities, which did not occur;

WHEREAS the City of North Vancouver supports the Province in measures to reduce the stigma and barriers that prevent people from accessing services and supports;

WHEREAS individuals who use illegal drugs require wrap-around provincial health services to support their recovery;

WHEREAS there has been an increase in the use of illegal drugs in public spaces subsequent to implementation of the decriminalization pilot project;

AND WHEREAS municipalities have the responsibility for both community safety and stewardship of community assets, including the well-being and safety of all individuals utilizing community assets;

THEREFORE BE IT RESOLVED THAT the Mayor, on behalf of Council, be authorized to advocate to the Province to implement the required supports for individuals utilizing illegal drugs to be well and safe, including the provision of space for individuals to receive support;

THAT that Mayor write to the local Medical Health Officer to request their presence at the local Public Safety Committee to work collaboratively to provide a comprehensive approach, outlining the specific roles and responsibilities of each partner, for education, programs and services that support people using illicit drugs;

AND THAT staff be directed to research different ways to protect public spaces frequented by children, families and other vulnerable individuals from nuisances, disturbances and unsafe activity.