



**AGENDA FOR THE REGULAR MEETING OF COUNCIL TO
COMMENCE AT 6:00 PM, IN THE COUNCIL CHAMBER, CITY
HALL, 141 WEST 14TH STREET, NORTH VANCOUVER, BC, ON
TUESDAY, OCTOBER 22, 2019**

**TUESDAY, OCTOBER 22, 2019
COUNCIL MEETING – 6:00 PM**

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

CALL TO ORDER

APPROVAL OF AGENDA

1. Regular Council Meeting Agenda, October 22, 2019

ADOPTION OF MINUTES

2. Regular Council Meeting Minutes, October 7, 2019

PROCLAMATIONS

Waste Reduction Week – October 21 to 27, 2019

Foster Family Month – October 2019

PUBLIC INPUT PERIOD

REPORT

3. 2019-2028 Revised Financial Plan

Item 4 refers.

BYLAW – FIRST, SECOND AND THIRD READINGS

4. “Financial Plan for the Years 2019 to 2028 Bylaw, 2019, No. 8703, Amendment Bylaw, 2019, No. 8736” (Revised Financial Plan)

BYLAW – ADOPTION

5. “Taxation Exemption Bylaw, 2019, No. 8713”

REPORT

6. Funding Support for Economic Partnership North Vancouver



THE CORPORATION OF THE CITY OF NORTH VANCOUVER
Regular Council Meeting Agenda – October 22, 2019

Page 2

PUBLIC CLARIFICATION PERIOD

COUNCIL INQUIRIES

NEW ITEMS OF BUSINESS

NOTICES OF MOTION

CITY CLERK'S RECOMMENDATION

THAT Council recess to the Committee of the Whole, Closed session, pursuant to the *Community Charter*, Sections 90(1)(e) [land matter], 90(1)(i) [legal advice], 90(1)(j) [information protected from disclosure], and 90(1)(k) [proposed service].

REPORT OF THE COMMITTEE OF THE WHOLE (CLOSED SESSION)

ADJOURN



THE CORPORATION OF THE CITY OF NORTH VANCOUVER Regular Council Meeting Agenda – October 22, 2019

Page 3

CALL TO ORDER

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PROCLAMATIONS

Waste Reduction Week – October 21 to 27, 2019

Foster Family Month – October 2019

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 appearing before Council during the Public Input Period is two minutes, with the number of speakers set at five persons. Speakers’ presentations will be audio and video recorded, as well as live-streamed on the Internet, and will form part of the public record.

To make a submission to Council during the Public Input Period, a person must complete the Public Input Period sign-up sheet at City Hall prior to the Regular Council Meeting. A person who fails to complete, or only partially completes, the Public Input Period sign-up sheet will not be permitted to make a submission to Council during the Public Input Period. The sign-up sheet will be available on the table in the lobby outside the Council Chamber from 5:30 pm until 5:55 pm before a Council meeting.

When appearing before Council, speakers are requested to state their name and address for the record. Speakers may display materials on the document camera at the podium in the Council Chamber and provide written materials to the City Clerk for distribution to Council, only if these materials have been provided to the City Clerk by 4:00 pm on the date of the meeting.

The Public Input Period provides an opportunity for input only, without the expectation of a response from Council, and places the speaker’s concern on record.

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 and to Public Hearings, Public Meetings and Committee meetings when those matters are scheduled on the same evening’s agenda and an opportunity for public input is provided when the particular item comes forward for discussion.

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



REPORT

3. 2019-2028 Revised Financial Plan – File: 05-1715-20-0020/2019

Report: Deputy Director, Finance, October 15, 2019

RECOMMENDATION:

PURSUANT to the report of the Deputy Director, Finance, dated October 15, 2019, entitled “2019 - 2028 Revised Financial Plan”:

THAT “Financial Plan for the Years 2019 to 2028 Bylaw, 2019, No. 8703, Amendment Bylaw, 2019, No. 8736” (Revised Financial Plan) be considered.

Item 4 refers.

BYLAW – FIRST, SECOND AND THIRD READINGS

4. “Financial Plan for the Years 2019 to 2028 Bylaw, 2019, No. 8703, Amendment Bylaw, 2019, No. 8736” (Revised Financial Plan)

RECOMMENDATION:

THAT “Financial Plan for the Years 2019 to 2028 Bylaw, 2019, No. 8703, Amendment Bylaw, 2019, No. 8736” (Revised Financial Plan) be given first, second and third readings.

BYLAW – ADOPTION

5. “Taxation Exemption Bylaw, 2019, No. 8713”

RECOMMENDATION:

THAT “Taxation Exemption Bylaw, 2019, No. 8713” be adopted, signed by the Mayor and City Clerk and affixed with the corporate seal.



REPORT

6. Funding Support for Economic Partnership North Vancouver
– File: 13-6750-25-0003/1

Report: Manager, Business and Community Partnerships, October 8, 2019

RECOMMENDATION:

PURSUANT to the report of the Manager, Business and Community Partnerships, dated October 8, 2019, entitled “Funding Support for Economic Partnership North Vancouver”:

THAT the City discontinue funding support for the Economic Partnership North Vancouver given the lack of funding support from Western Economic Diversification Canada;

THAT the \$70,000 in City funding allocated for the Economic Partnership North Vancouver in the 2019-2028 Project Plan be reallocated to City Economic Development initiatives;

THAT staff be directed to work with North Vancouver Chamber of Commerce staff to investigate ways to continue the Economic Partnership North Vancouver Board as a forum for business in the North Shore region;

AND THAT staff be directed to work with North Vancouver Chamber of Commerce staff to investigate ways for the City to support the continuation and updating of the interactive Data Centre in the North Vancouver region to assist prospective and existing businesses in the region.



THE CORPORATION OF THE CITY OF NORTH VANCOUVER
Regular Council Meeting Agenda – October 22, 2019

Page 6

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

NEW ITEMS OF BUSINESS

NOTICES OF MOTION

CITY CLERK'S RECOMMENDATION

THAT Council recess to the Committee of the Whole, Closed session, pursuant to the *Community Charter*, Sections 90(1)(e) [land matter], 90(1)(i) [legal advice], 90(1)(j) [information protected from disclosure], and 90(1)(k) [proposed service].

REPORT OF THE COMMITTEE OF THE WHOLE (CLOSED SESSION)

ADJOURN



MINUTES OF THE REGULAR MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBER, CITY HALL, 141 WEST 14TH STREET, NORTH VANCOUVER, BC, ON **MONDAY, OCTOBER 7, 2019**

PRESENT

COUNCIL MEMBERS

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

ABSENT

Mayor L. Buchanan

STAFF MEMBERS

L. McCarthy, CAO
K. Graham, City Clerk
J. Peters, Assistant City Clerk
B. Pearce, Director, Strategic and Corporate Services
S. Antoniali, Section Manager, Real Estate
B. Themens, Director, Finance
L. Garber, Deputy Director, Finance
B. Johnson, Revenue Accountant
M. Epp, Director, Planning and Development
S. Galloway, Manager, Planning
A. Devlin, Manager, Transportation Planning
D. Johnson, Development Planner
E. Macdonald, Planner
H. Evans, Community Planner
M. Friesen, Planner
W. Tse, Planner
L. Orr, Manager, Business and Community Partnerships
D. Pope, Director, Engineering, Parks and Environment
K. Magnusson, Deputy Director, Engineering, Parks & Environment
M. Hunter, Manager, Parks and Environment
T. Huckell, Committee Clerk

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

APPROVAL OF AGENDA

Moved by Councillor Bell, seconded by Councillor Back

1. Regular Council Meeting Agenda, October 7, 2019

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

Moved by Councillor Girard, seconded by Councillor Valente

2. Regular Council Meeting Minutes, September 16, 2019

CARRIED UNANIMOUSLY

PROCLAMATIONS

Acting Mayor McIlroy declared the following proclamations:

World Mental Health Day – October 10, 2019
Homelessness Action Week – October 13 to 19, 2019
Feral Cat Day – October 16, 2019
Canadian Library Month – October 2019

Moved by Councillor Valente, seconded by Councillor Bell

THAT the Public Input Period be extended to hear more than 5 speakers listed on the sign-up sheet.

CARRIED UNANIMOUSLY

PUBLIC INPUT PERIOD

- Ron Sostad, 231 East 15th Street, North Vancouver, spoke regarding inflation and Lonsdale Energy Corp.
- Leicha Bragg, 425 East 4th Street, North Vancouver, spoke regarding Item 20, the proposed development on East 3rd Street and St. David's Avenue with respect to noise, shadowing and location and design of the child care centre.
- Howard Rubin, 405 East 4th Street, North Vancouver, spoke regarding Item 20, the proposed development on East 3rd Street and St. David's Avenue with respect to location, shadowing and height of the building.
- Michael Willcock, 315 East 1st Street, North Vancouver, spoke regarding Herban Art Collective.
- Aaron Lobo, 90 St. Andrew's Avenue, North Vancouver, spoke regarding Herban Art Collective.
- Shannon More O'Ferrall, 203 Pandora Street, Vancouver, spoke regarding Herban Art Collective.
- Alan McConchie, 423 East 4th Street, North Vancouver, spoke regarding Item 20, the proposed development on East 3rd Street and St. David's Avenue with respect to the location of the proposed building.
- April McKenzie-Moore, 856 Westview Crescent, North Vancouver, spoke regarding a tree protection and cutting bylaw.
- Rebecca Salit, 365 East 1st Street, North Vancouver, spoke regarding Herban Art Collective.
- Matthew Peck, 406 East 3rd Street, North Vancouver, spoke regarding Item 20, the proposed development on East 3rd Street and St. David's Avenue and lack of notice.
- Lori Payne, 4390 Rice Lake Road, North Vancouver, spoke regarding Herban Art Collective.

CONSENT AGENDA

Moved by Councillor Back, seconded by Councillor Girard

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

CARRIED UNANIMOUSLY

START OF CONSENT AGENDA

BYLAWS – ADOPTION

- *3. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8715” (1st Cannabis / 1174707 BC Ltd., 221 West 1st Street, CD-454 Text Amendment)

Moved by Councillor Back, seconded by Councillor Girard

THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8715” (1st Cannabis / 1174707 BC Ltd., 221 West 1st Street, CD-454 Text Amendment) be adopted, signed by the Mayor and City Clerk and affixed with the corporate seal.

(CARRIED UNANIMOUSLY)

- *4. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8728” (Morez Design Inc., 2205 St. Andrews Avenue, RT-1)

Moved by Councillor Back, seconded by Councillor Girard

THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8728” (Morez Design Inc., 2205 St. Andrews Avenue, RT-1) be adopted, signed by the Mayor and City Clerk and affixed with the corporate seal.

(CARRIED UNANIMOUSLY)

REPORT

- *5. Community Resiliency Investment Program Grant Opportunity
– File: 12-6300-01-0001/2019

Report: Manager, Parks and Environment, September 25, 2019

Moved by Councillor Back, seconded by Councillor Girard

PURSUANT to the report of the Manager, Parks and Environment, dated September 25, 2019, entitled “Community Resiliency Investment Program Grant Opportunity”:

THAT staff be directed to submit a grant application for \$25,000 to the 2020 Community Resiliency Investment Program to fund the preparation of a Community Wildfire Protection Plan.

(CARRIED UNANIMOUSLY)

END OF CONSENT AGENDA

Councillor Valente recused himself at 6:32 pm, declaring a potential conflict of interest with respect to Item 6 – “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8718” (Mark Long / BC Liquor Distribution Branch, 333 Brooksbank Avenue, CD-131 Text Amendment).

BYLAWS – ADOPTION

6. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8718” (Mark Long / BC Liquor Distribution Branch, 333 Brooksbank Avenue, CD-131 Text Amendment)

Moved by Councillor Girard, seconded by Councillor Bell

THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8718” (Mark Long / BC Liquor Distribution Branch, 333 Brooksbank Avenue, CD-131 Text Amendment) be adopted, signed by the Mayor and City Clerk and affixed with the corporate seal.

CARRIED UNANIMOUSLY
(by members remaining)

Councillor Valente returned to the meeting at 6:33 pm.

7. “City of North Vancouver Hydronic Energy Service Bylaw, 2004, No. 7575, Amendment Bylaw, 2019, No. 8730”

Moved by Councillor Girard, seconded by Councillor Hu

THAT “City of North Vancouver Hydronic Energy Service Bylaw, 2004, No. 7575, Amendment Bylaw, 2019, No. 8730” be adopted, signed by the Mayor and City Clerk and affixed with the corporate seal.

CARRIED UNANIMOUSLY

DELEGATION

Jerry Silva, President, 6 Field Engineer Squadron Museum Association (6 FESMA)

Re: Information Sharing

Jerry Silva, President, 6 Field Engineer Squadron Museum Association (6 FESMA), provided a verbal presentation regarding “Information Sharing” and responded to questions of Council.

CORRESPONDENCE

8. Jerry Silva, President, 6 Field Engineer Squadron Museum Association (6 FESMA), August 19, 2019 – File: 01-0230-20-0001/2019

Re: Information Sharing

Moved by Councillor Bell, seconded by Councillor Girard

THAT the correspondence from Jerry Silva, President, 6 Field Engineer Squadron Museum Association (6 FESMA), dated August 19, 2019, regarding “Information Sharing”, be received with thanks.

CARRIED UNANIMOUSLY

DELEGATION

Heather Drugge, Municipal Liaison, HUB Cycling, North Shore Committee

Re: North Vancouver Bicycle Master Plan

Heather Drugge and Erika Rathje, Municipal Liaisons, HUB Cycling, North Shore Committee, provided a PowerPoint presentation regarding the “North Vancouver Bicycle Master Plan” and responded to questions of Council.

Councillor Girard left the meeting at 7:05 pm and returned at 7:07 pm.

CORRESPONDENCE

9. Heather Drugge, Municipal Liaison, HUB Cycling, North Shore Committee, September 30, 2019 – File: 01-0230-20-0021/2019

Re: North Vancouver Bicycle Master Plan

Moved by Councillor Bell, seconded by Councillor Girard

THAT the correspondence from Heather Drugge, Municipal Liaison, HUB Cycling, North Shore Committee, dated September 30, 2019, regarding the “North Vancouver Bicycle Master Plan”, be received with thanks and referred to staff.

CARRIED UNANIMOUSLY

10. 2019 Climate Leaders Institute, November 7 and 8, 2019 – File: 01-0390-01-0001/2019

Re: 2019 Climate Leaders Institute, November 7 and 8, 2019, Richmond, British Columbia

Moved by Councillor Hu, seconded by Councillor Girard

PURSUANT to the correspondence received September 30, 2019, from the BC Municipal Climate Leadership Council, regarding the “2019 Climate Leaders Institute”:

THAT Council members be authorized to attend the 2019 Climate Leaders Institute, to be held November 7 and 8, 2019, in Richmond, British Columbia;

THAT expenses be paid in accordance with City Policy;

AND THAT funds be provided from the Conference Education Travel Account.

CARRIED UNANIMOUSLY

CORRESPONDENCE – Continued

11. CivX 2019: Civil Ideas for Less Civil Times, November 28, 2019
– File: 01-0390-01-0001/2019

Re: CivX 2019: Civil Ideas for Less Civil Times, November 28, 2019, Vancouver,
British Columbia

Moved by Councillor Bell, seconded by Councillor Girard

PURSUANT to the correspondence received September 30, 2019, from the Lower Mainland Local Government Association and CivicInfo BC, regarding “CivX 2019: Civil Ideas for Less Civil Times”:

THAT Council members be authorized to attend CivX 2019: Civil Ideas for Less Civil Times, to be held November 28, 2019, in Vancouver, British Columbia;

THAT expenses be paid in accordance with City Policy;

AND THAT funds be provided from the Conference Education Travel Account.

CARRIED UNANIMOUSLY

REPORT

12. 2020 Permissive Tax Exemptions – File: 05-1970-07-0001/2019

Report: Revenue Accountant, September 25, 2019

Moved by Councillor Hu, seconded by Councillor Valente

PURSUANT to the report of the Revenue Accountant, dated September 25, 2019, entitled “2020 Permissive Tax Exemptions”:

THAT Permissive Tax Exemption Bylaw, Option 2, as amended, to include North Shore Neighbourhood House (Strata Unit) and the City of North Vancouver (The Shipyard Commons), be endorsed;

AND THAT “Taxation Exemption Bylaw, 2019, No. 8713” be considered.

CARRIED UNANIMOUSLY

BYLAW – FIRST, SECOND AND THIRD READINGS

13. “Taxation Exemption Bylaw, 2019, No. 8713”

Moved by Councillor Bell, seconded by Councillor Girard

THAT “Taxation Exemption Bylaw, 2019, No. 8713” be given first and second readings.

CARRIED UNANIMOUSLY

Moved by Councillor Bell, seconded by Councillor Girard

THAT “Taxation Exemption Bylaw, 2019, No. 8713” be given third reading.

CARRIED UNANIMOUSLY

REPORTS

14. Union of BC Municipalities (UBCM) Funding Application – Housing Needs Reports Program – File: 10-5040-03-0003/2019

Report: Planner 2, September 25, 2019

Moved by Councillor Girard, seconded by Councillor Hu

PURSUANT to the report of the Planner 2, dated September 25, 2019, entitled “Union of BC Municipalities (UBCM) Funding Application – Housing Needs Reports Program”:

THAT staff be directed to apply for the provincial funding available for the Housing Needs Reports Program, administered by UBCM, prior to the deadline of November 29, 2019.

CARRIED UNANIMOUSLY

15. Public Elementary School Playground Enhancements – Revised Policy – File: 05-1610-01-0001/2019

Report: Community Planner, September 25, 2019

Moved by Councillor Girard, seconded by Councillor Hu

PURSUANT to the report of the Community Planner, dated September 25, 2019, entitled “Public Elementary School Playground Enhancements – Revised Policy”:

THAT the revised Council Policy “Appropriation of Civic Amenity Reserve Fund for Public Elementary School Playground Enhancement Projects” be approved.

CARRIED UNANIMOUSLY

REPORTS – Continued

16. Options for Child Minding During Council Meetings – File: 10-4750-20-0033/1

Report: Community Planner, September 25, 2019

Moved by Councillor Girard, seconded by Councillor Valente

PURSUANT to the report of the Community Planner, dated September 25, 2019, entitled “Options for Child Minding During Council Meetings”:

THAT staff implement a 6-month trial program during 2020, comprised of:

1. Child minding at City Hall during Regular Council meetings; and
2. A subsidy to parents/guardians attending Regular Council meetings for child care costs,

and report back to Council on the program after the 6-month trial;

AND THAT staff submit this project within the early appropriation package for the 2020 budget.

CARRIED UNANIMOUSLY

17. Rezoning Application: 730 Westmoreland Crescent (Westmoreland Holdings Ltd. / Bill Curtis & Associates Design Ltd.) – File: 08-3360-20-0459/1

Report: Planner 1, September 25, 2019

Moved by Councillor Valente, seconded by Councillor Back

PURSUANT to the report of the Planner 1, dated September 25, 2019, entitled “Rezoning Application: 730 Westmoreland Crescent (Westmoreland Holdings Ltd. / Bill Curtis & Associates Design Ltd.)”:

THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8716” (Westmoreland Holdings Ltd. / Bill Curtis & Associates Design Ltd., 730 Westmoreland Crescent) be considered and referred to a Public Hearing;

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

CARRIED UNANIMOUSLY

BYLAW – FIRST AND SECOND READINGS

18. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8716” (Westmoreland Holdings Ltd. / Bill Curtis & Associates Design Ltd., 730 Westmoreland Crescent)

Moved by Councillor Valente, seconded by Councillor Back

THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8716” (Westmoreland Holdings Ltd. / Bill Curtis & Associates Design Ltd., 730 Westmoreland Crescent) be given first and second readings.

CARRIED UNANIMOUSLY

REPORTS

19. Temporary Use Permit – 658 East 3rd Street – Temporary Sales Centre
– File: 09-4520-20-0005/2019

Report: Development Planner, September 25, 2019

Moved by Councillor Bell, seconded by Councillor Valente

PURSUANT to the report of the Development Planner, dated September 25, 2019, entitled “Temporary Use Permit – 658 East 3rd Street – Temporary Sales Centre”:

THAT Temporary Use Permit No. TUP2019-00001 (1072555 B.C. Ltd.), to permit a sales centre at 658 East 3rd Street for a three-year term, be considered;

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

AND THAT a Public Meeting be held.

CARRIED UNANIMOUSLY

20. Preliminary Direction: Official Community Plan and Zoning Bylaw Amendments for 402-438 East 3rd Street and 341-343 St. David’s Avenue – File: 08-3400-20-0005/1

Report: Planner 2, September 25, 2019

Moved by Councillor Back, seconded by Councillor Girard

PURSUANT to the report of the Planner 2, dated September 25, 2019, entitled “Preliminary Direction: Official Community Plan and Zoning Bylaw Amendments for 402-438 East 3rd Street and 341-343 St. David’s Avenue”:

THAT staff be directed to review and process the application.

CARRIED

Councillor Bell is recorded as voting contrary to the motion.

REPORTS – Continued

21. Rezoning Application: 339 East 13th Street (Hearth Architectural Inc., CD-720)
– File: 08-3360-20-0453/1

Report: Planner 2, September 25, 2019

Moved by Councillor Bell, seconded by Councillor Hu

PURSUANT to the report of the Planner 2, dated September 25, 2019, entitled
“Rezoning Application: 339 East 13th Street (Hearth Architectural Inc., CD-720)”:

THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8717” (Hearth Architectural Inc., 339 East 13th Street, CD-720) be considered and referred to a Public Hearing;

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

CARRIED UNANIMOUSLY

BYLAW – FIRST AND SECOND READINGS

22. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8717” (Hearth Architectural Inc., 339 East 13th Street, CD-720)

Moved by Councillor Valente, seconded by Councillor Hu

THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8717” (Hearth Architectural Inc., 339 East 13th Street, CD-720) be given first and second readings.

CARRIED UNANIMOUSLY

REPORT

23. Lane Beautification: Esplanade to Carrie Cates Court Project – Funding Reallocation
– File: 11-5400-06-0001/1

Report: Deputy Director, Engineering, Parks and Environment, October 3, 2019

Moved by Councillor Bell, seconded by Councillor Valente

PURSUANT to the report of the Deputy Director, Engineering, Parks and Environment, dated October 3, 2019, entitled “Lane Beautification: Esplanade to Carrie Cates Court Project – Funding Reallocation”:

THAT \$100,000 of existing funding from Project 53228 – Keith Road Improvements, East Grand Boulevard to Brooksbank, be reallocated to fund the Lane Beautification, Esplanade to Carrie Cates Court Project.

CARRIED UNANIMOUSLY

COUNCIL REPORT

- Councillor Valente reported on his attendance at the Rail-Volution and UBCM conferences, held in September 2019.
- Councillor Bell reported on his attendance at the Rail-Volution and UBCM conferences, held in September 2019.
- Councillor Back reported on her attendance at the Rail-Volution and UBCM conferences, held in September 2019.

PUBLIC CLARIFICATION PERIOD

Acting Mayor McIlroy declared a recess at 8:13 pm for the Public Clarification Period and reconvened the meeting immediately after.

COUNCIL INQUIRIES

Nil.

NEW ITEMS OF BUSINESS

Nil.

NOTICES OF MOTION

Nil.

ADJOURN

Moved by Councillor Bell, seconded by Councillor Girard

THAT the meeting adjourn.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:14 pm.

“Certified Correct by the City Clerk”

CITY CLERK

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PROCLAMATION

WASTE REDUCTION WEEK

- WHEREAS** the City of North Vancouver is a leader in conserving resources, protecting the environment and encouraging waste reduction in the community; and
- WHEREAS** we recognize that the production of solid waste and needless depletion of water and energy resources are global environmental concerns; and
- WHEREAS** the theme of Waste Reduction Week, “Too Good to Waste”, draws attention to the richness and diversity of the natural world and the importance of environmental conservation and waste reduction;
- NOW THEREFORE** I, Linda Buchanan, Mayor of the City of North Vancouver, do hereby proclaim **October 21 to 27, 2019** as **WASTE REDUCTION WEEK** in the City of North Vancouver, the traditional territories of the Squamish and Tsleil-Waututh Nations.

So proclaimed on Tuesday, October 22, 2019

A handwritten signature in black ink that reads 'Linda C. Buchanan'.

Mayor Linda Buchanan



PROCLAMATION

FOSTER FAMILY MONTH

WHEREAS foster families provide day-to-day stability, care and invaluable support to vulnerable children and youth placed in their care; and

WHEREAS foster families play a crucial role in our society and by their hard work and dedication provide opportunities to young people to help them reach their full potential; and

WHEREAS we recognize and celebrate the incredible kindness and generosity of foster families in our community who open their hearts and homes and the result is a life-changing and positive impact on young people;

NOW THEREFORE I, Linda Buchanan, Mayor of the City of North Vancouver, do hereby proclaim **October 2019** as **FOSTER FAMILY MONTH** in the City of North Vancouver, the traditional territories of the Squamish and Tsleil-Waututh Nations.

So proclaimed on Tuesday, October 22, 2019

A handwritten signature in black ink that reads 'Linda C. Buchanan'.

Mayor Linda Buchanan



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

REPORT

To: Mayor Linda Buchanan and Members of Council

From: Leslie Garber, Deputy Director, Finance

SUBJECT: 2019 - 2028 REVISED FINANCIAL PLAN

Date: October 15, 2019 File No: 05-1715-20-0020/2019

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

RECOMMENDATION

PURSUANT to the report of the Deputy Director, Finance, dated October 15, 2019, entitled "2019 - 2028 Revised Financial Plan",

THAT "Financial Plan for the Years 2019 to 2028 Bylaw, 2019, No. 8703, Amendment Bylaw, 2019, No. 8736" (Revised Financial Plan) be brought forward for consideration.

ATTACHMENTS

1. "Financial Plan for the Years 2019 to 2028 Bylaw, 2019, No. 8703, Amendment Bylaw, 2019, No. 8736" (Revised Financial Plan) (CityDocs #1833715)

PURPOSE

This report provides high level commentary on activities that have transpired within the program budget since the preparation of the 2019 - 2028 Financial Plan and proposes funding reallocation.

BACKGROUND

The Community Charter requires the preparation and adoption of a Financial Plan covering at least five years relative to the operating funds of the municipality. On April 11, 2019, Council considered and adopted the City's 2019 - 2028 Financial Plan, which

combines ten years of operational program funding and project funding. Expenditures for items not included in the plan are unlawful, but amendments to the Financial Plan are allowed, by bylaw, at any time.

DISCUSSION

There are two parts to this discussion. The first part provides a review of program operations. The second is a summary of the changes in revenues and expenditures which staff has identified, and which staff is recommending be re-allocated in the proposed Revised Financial Plan.

1. Review of Program Operations

A review of operations and the production of a Revised Financial Plan (commonly called the "Revised Budget") has been a standard procedure for the City for many years. As a management tool, the Revised Financial Plan allows the City to make maximum use of available funds. By budgeting conservatively, particularly for Year One of the Financial Plan, the City ensures that funds will be allocated efficiently to meet normal operational requirements. If revenues are greater (or expenses are less) than conservative expectations, or if unexpected or unpredicted new revenues become available, the Revised Financial Plan has then been used to re-allocate these funds, so that this extra funding is put to use rather than simply building up a financial surplus. This forms a key part of the City's financial strategy of keeping taxes at a minimum level, and funding programs and projects on a priority basis only when funds are available to do so.

All Financial Plans are based on estimates, or predictions, of revenues and expenditures including budgeted departmental savings due to vacancies and other found efficiencies. New information is constantly emerging and it is common for unforeseen or unpredicted events to manifest themselves. Staff has reviewed the City's program revenues and expenditures and is recommending a few reallocations of the operational budget. The analysis included a review of the major non-tax revenue sources such as parking revenue, investment income, permits and fees, business licenses and by-law enforcement.

Surpluses Returned to City

The North Vancouver Recreation & Culture Commission and Library are returning funds to the City.

North Vancouver Recreation & Culture Commission	\$436,700
North Vancouver City Library	41,700
Total	<u>\$478,400</u>

The surplus related to the NVRC was mainly due to greater than budgeted revenues, particularly at Delbrook, and savings in labour and benefits. 2019 budgets were adjusted to reflect these patterns, and these variances are not expected to recur. The Library Surplus primarily occurred due to staff vacancies. Staff is recommending that the returned surpluses be also used to fund the Revised Financial Plan.

2. 2019 Revised Financial Plan

2019 Revised Budget items

Reduced Permit Revenue	\$200,000
Transfer to General Reserve	208,400
Harry Jerome CRC	275,000
Polygon Gallery Operating Grant	125,000
Council Conference and Education	20,000
Total Revised Budget items	\$828,400

Funding Sources

2018 Surpluses Returned to the City	\$478,400
Civic Amenity Reserve Fund	275,000
LEC Lease of Office Space	46,200
LEC IT Agreement	28,800
Total	\$828,400

Reduced Permit Revenue - \$200,000

As part of the 2019 – 2028 Financial Plan staff recommended an increase to the budgeted permit revenue from \$2.3M to the five year average permit revenue of \$2.8M. Permit revenue for the first quarter of 2019 tracked well below historical averages and the budgeted revenue target. The low 2019 Q1 revenues are likely a rebalancing due to higher than historical volume and revenue experienced in Q4 of 2018. While permit revenues for Q2 and Q3 have normalized and are in line with quarterly expectations it is anticipated that annual permit revenues will be below budget.

Transfer to General Reserve - \$208,400

Staff is recommending that \$208,400 be transferred to the General Reserve Fund. This reserve fund can be used to fund streets/transportation, parks, facilities and other infrastructure projects included in the project plan. This will be funded from the returned surpluses of NVRC and City Library, and previously unbudgeted revenues from LEC as mentioned earlier in the report.

Harry Jerome Community Recreation Centre - \$275,000

The following resolution was carried by Council at the July 22, 2019, regular Council meeting:

PURSUANT to the report of the Manager, Facilities and Real Estate, and the Chief Librarian, dated July 12, 2019, entitled “Library Terrace Enclosure Project – Funding Reallocation”:

THAT \$275,000 of existing funding from Harry Jerome Community Recreation Community Centre project be reallocated to fund the Library Terrace Enclosure project;

THAT (Funding Appropriation #1929) an amount of \$275,000 be appropriated from the Civic Amenity Reserve Fund (Harry Jerome Community Recreation Centre Provision) for the purpose of funding the Library Terrace Enclosure project;

THAT should any of the above amount remain unexpended as at December 31, 2022, the unexpended balance shall be returned to the credit of the Civic Amenity Reserve Fund;

AND THAT the Harry Jerome Community Recreation Centre Provision be replenished as part of the Revised Financial Plan process in fall 2019.

The inclusion of this item in the Revised Financial Plan will replace the appropriated funds and make whole the Harry Jerome Community Recreation Centre provision included in the 2019 – 2028 Project Plan.

Polygon Gallery Operating Grant - \$125,000

The following resolution was carried by Council at the September 9, 2019, regular Council meeting:

THAT the correspondence from Reid Shier, Executive Director, The Polygon Gallery, dated August 30, 2019, regarding the “Project Update and Funding Request” be received;

AND THAT the City consider increasing the Polygon grant by \$125,000 for this year and monitor the need for the following year, and for staff to report back to Council on where the funds could be appropriated from.

The 2019 additional operating grant for the Polygon Gallery will be funded from the major agency surpluses returned to the City. This source of funds is one-time funding and would not be available as an ongoing funding source. Should Council wish to provide enhanced ongoing funding to the Polygon Gallery a new item request should be included as part of the City’s financial planning process. The \$125,000 would represent a 0.25% tax rate increase.

Council Conference and Education - \$20,000

Staff is recommending an increase of \$20,000 to the Council Conference and Education budget. The recommended increase is in recognition that there are several new Council members this term, who are more actively involved in conferences, and that the conferences provide valuable training and networking opportunities.

FINANCIAL IMPLICATIONS

The bylaw recommended for adoption in this report incorporates the adjustments discussed in this report.

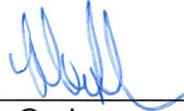
STRATEGIC PLAN IMPLICATIONS

The 10-year Financial Plan is an integral piece of the planning framework included in the Council Strategic Plan.

INTER-DEPARTMENTAL IMPLICATIONS

This report has been reviewed by the City's Leadership Team.

RESPECTFULLY SUBMITTED BY



Leslie Garber
Deputy Director, Finance

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THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 8736

Financial Plan for the Years 2019 to 2028

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

1. This Bylaw shall be known and cited for all purposes as “**Financial Plan for the Years 2019 to 2028 Bylaw, 2019, No. 8703, Amendment Bylaw, 2019, No. 8736**” (Revised Financial Plan).
2. Schedule “A” attached hereto is the Financial Plan of The Corporation of the City of North Vancouver for the period commencing January 1, 2019, and ending December 31, 2028.

READ a first time on the <> day of <>, 2019.

READ a second time on the <> day of <>, 2019.

READ a third time on the <> day of <>, 2019.

ADOPTED on the <> day of <>, 2019.

MAYOR

CITY CLERK

**SCHEDULE "A" TO BYLAW NO. 8736
CITY OF NORTH VANCOUVER FINANCIAL PLAN
FOR THE YEARS 2019 – 2028**

(1) 2019 – 2028 Financial Plan (000's)

For the year ended December 31	2019	2020	2021	2022	2023	2024-2028
Revenue						
Property Value Tax	62,599	64,531	66,518	68,560	70,658	364,070
Parcel Taxes	3,162	3,624	4,041	4,250	4,469	25,866
Revenue from Fees and Services	36,213	37,888	40,711	44,068	47,029	269,626
Revenue from Other Sources	3,970	3,718	3,417	3,451	3,486	17,605
	105,944	109,761	114,687	120,329	125,642	677,167
Transfers						
Collections for Other Governments	49,561	50,552	51,563	52,594	53,646	273,595
Transfer from Reserves	66,790	103,292	37,776	44,421	125,837	114,223
Proceeds from Debt	-	90,000	-	-	-	-
External Contributions	20,408	10,437	7,896	2,781	1,497	6,901
Depreciation	15,100	15,402	15,710	16,024	16,344	83,355
	151,859	269,683	112,945	115,820	197,324	478,074
Total Revenues	257,803	379,444	227,632	236,149	322,966	1,155,241
Expenditures						
Operating Expenses						
General Government	21,092	21,629	22,170	22,724	23,292	119,370
Transportation and Transit	6,032	6,183	6,338	6,496	6,658	34,120
Health, Social Services, Housing	2,821	2,892	2,964	3,038	3,114	15,960
Development Services	5,798	5,943	6,092	6,244	6,400	32,800
Protective Services	27,246	27,927	28,625	29,341	30,075	154,135
Parks, Recreation and Culture	20,581	20,968	21,492	22,029	22,580	115,725
Water	10,337	11,830	12,864	14,011	15,286	88,615
Sewer	9,272	12,752	14,892	17,410	18,232	106,471
Solid Waste	4,396	2,528	1,759	1,750	1,891	10,326
	107,575	112,652	117,196	123,043	127,528	677,522
Capital Expenditures	78,817	195,109	38,114	36,327	27,595	90,570
Transfers						
Collections for Other Governments	49,561	50,552	51,563	52,594	53,646	273,595
Equity	9,424	9,549	9,788	10,033	10,284	52,705
Reserves	12,426	11,582	10,971	14,152	13,913	60,849
Debt Repayment	-	-	-	-	90,000	-
	71,411	71,683	72,322	76,779	167,843	387,149
Total Expenses	257,803	379,444	227,632	236,149	322,966	1,155,241

**SCHEDULE "A" TO BYLAW NO. 8736
CITY OF NORTH VANCOUVER FINANCIAL PLAN
FOR THE YEARS 2019 – 2028**

(2) Revenue Proportions by Funding Source
(Excluding Transfers from Reserves and Collections for Other Agencies)

	(000's)									
	2019	%	2020	%	2021	%	2022	%	2023	%
Property Value Tax	62,599	59	64,531	59	66,518	58	68,560	57	70,658	56
Parcel Taxes	3,162	3	3,624	3	4,041	4	4,250	4	4,469	4
Revenue from Fees	36,213	34	37,888	35	40,711	35	44,068	36	47,029	37
Revenue from other Sources	3,970	4	3,718	3	3,417	3	3,451	3	3,486	3
Total Revenues	105,944	100	109,761	100	114,687	100	120,329	100	125,642	100

Background: Property Taxes are the City's major source of revenue. The City's reliance on property tax as a source of revenue has increased gradually over the past several years. This is partially due to the lack of access to other types of revenues. Where feasible, the City charges user fees for services, however this is not possible for many services. In preparing the 2018 Financial Plan, the City's goal has been to maintain the current percentage of revenue coming from property taxes; however the City continues to rely heavily on this source of revenue to fund a large portion of City services and infrastructure.

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

(3) Distribution of Property Taxes among the Property Classes

Property Class and Description	Tax Allocation %	
	2017	2018
1 Residential	56.32%	56.60%
2 Utilities	0.95%	1.07%
4 Major Industry - Capped	6.97%	6.95%
4 Major Industry - Non capped	0.68%	0.67%
5 Light Industry	0.81%	0.89%
6 Business	34.24%	33.78%
8 Recreation/Non-Profit	0.03%	0.04%

Background: In 2008 City Council adopted a Long Term Property Tax Strategy which will shift taxes from the business and light industrial tax classes, to the residential tax class. The goal of this policy was to move the City's tax rates and tax rate multiples to a competitive position within the Metro Vancouver Region, while maintaining principles of fairness and equity.

Adjusting down the ratio of the business tax rate to the residential rate (i.e. the tax multiple) continues to be a challenge based on the continued extraordinary growth in the residential sector.

Policy: The City will continue to review the distribution of property tax among the various property classes and consider other measures as a gauge of success.

**SCHEDULE “A” TO BYLAW NO. 8736
CITY OF NORTH VANCOUVER FINANCIAL PLAN
FOR THE YEARS 2019 – 2028**

(4) Use of Permissive Tax Exemptions

Background: Council currently allows permissive tax exemptions to organizations within the City, based on eligibility criteria as defined under the Community Charter. This includes religious institutions, not for profit societies, service organizations and providers of social housing whose services and programs align with the City’s goals and objectives.

Policy: The City has adopted a policy along with a set of criteria which are based on linking taxation exemptions to desired community outcomes for the services provided. All existing permissive tax exemptions are reviewed each year and staff will continue to work with all organizations who receive a Permissive Tax Exemption to ensure that their services align with the goals and objectives of the City.

Council will continue to carefully consider the total amount of permissive exemptions granted each year, when reviewing the annual Property Tax Exemption bylaw, giving consideration to the equity of shifting the exempted tax burden to other property owners in the City.

THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 8713

A Bylaw to exempt certain lands and improvements in the City of North Vancouver from taxation for the year 2020

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 “**Taxation Exemption Bylaw, 2019, No. 8713**”.
2. Tax exemptions under section 224 of the *Community Charter*.

The following lands situated, lying and being in the Corporation of the City of North Vancouver, Province of British Columbia, and any and all improvements thereon are hereby exempt from taxation imposed by the Corporation of the City of North Vancouver under section 224 of the *Community Charter* for the year 2020:

A. land or improvements that:

- i. are owned or held by a charitable, philanthropic or other not for profit corporation; and
- ii. the council considers are used for a purpose that is directly related to the purposes of the corporation:
 1. Anavets Senior Citizens’ Housing, District Lot 274 Block 142 Lot 1 Plan BCP48496, PID: 028-616-260, 245 East 3rd Street, registered in the name of Anavets Senior Citizens’ Housing Society, Roll # 142001.100;
 2. Army, Navy Air Force Veterans in Canada, Unit 45, District Lot 274 Block 141 Lot 11 Plan 878, PID: 015-077-179, 119 East 3rd Street, registered in the name of Army, Navy Air Force Veterans in Canada, Roll # 141011.000;
 3. The Cascadia Society for Social Working, District Lot 547 Block 4 Lot G 3846, PID: 012-111-902, 348 West 19th Street, registered in the name of The Cascadia Society for Social Working, Roll # 004081.000;
 4. The Cascadia Society for Social Working, District Lot 547 Block 21 Lot H Plan 20988, PID: 005-163-064, 325 West 19th Street, registered in the name of The Cascadia Society for Social Working, Roll # 021010.001;
 5. The Cascadia Society for Social Working, District Lot 547 Block 21 Lot F Plan 20141, PID: 003-683-702, 351 West 19th Street, registered in the name of The Cascadia Society for Social Working, Roll # 021004.001;
 6. Fraternal Order of Eagles, North-West Aerie 2638, District Lot 274 Lot 1 Plan BCS2790, PID: 027-428-613, 170 West 3rd Street, registered in the name of Fraternal Order of Eagles, North-West Aerie 2638, Roll # 992790.001;

7. Fraternal Order of Eagles, North-West Aerie 2638, District Lot 274 Lot 2 Plan BCS2790, PID: 027-428-621, 168 West 3rd Street, registered in the name of Fraternal Order of Eagles, North-West Aerie 2638, Roll # 992790.002;
8. Fraternal Order of Eagles, North-West Aerie 2638, District Lot 274 Lot 3 Plan BCS2790, PID: 027-428-630, 166 West 3rd Street, registered in the name of Fraternal Order of Eagles, North-West Aerie 2638, Roll # 992790.003;
9. Fraternal Order of Eagles, North-West Aerie 2638, District Lot 274 Lot 4 Plan BCS2790 PID: 027-428-648, 164 West 3rd Street, registered in the name of Fraternal Order of Eagles, North-West Aerie 2638, Roll # 992790.004;
10. Fraternal Order of Eagles, North-West Aerie 2638, District Lot 274 Lot 5 Plan BCS2790 PID: 027-428-656, 162 West 3rd Street, registered in the name of Fraternal Order of Eagles, North-West Aerie 2638, Roll # 992790.005;
11. HYAD Society (Housing for Young Adults with Disabilities), District Lot 545 Block 206 Lot C Plan BCP44933, PID: 028-231-619, 2130 Chesterfield Avenue, registered in the name Provincial Rental Housing Corporation leased to HYAD Society, Roll # 206011.400;
12. Kiwanis Senior Citizens Homes Ltd., District Lot 271 Block 139 Lot D Plan 13604, PID: 008-538-191, 170 West 2nd Street, registered in the name of Kiwanis Senior Citizens Homes Ltd., Roll # 139026.000;
13. Kiwanis Care Homes Ltd., District Lot 550 Block 52 Lot 1 PI BCP23494 PID: 026-683-211, 1480 St. Andrews, registered in the name of Kiwanis Senior Citizens Homes Ltd., Roll # 052100.100;
14. Lighthouse Harbour Ministries, District Lot 274 SL1 Plan VR786, PID: 005-892-244, 1 - 260 East Esplanade, registered in the name of Lighthouse Harbour Ministries, Roll # 980786.001;
15. North Shore Connexions Society, District Lot 547 Block 4 Lot 2 Plan 14515, PID: 007-780-591, 1924 Jones Avenue, registered in the name of North Shore Connexions Society, Roll # 004045.000;
16. North Shore Disability Resource Centre Association, District Lot 616 Block B Lot 218 Plan 20292, PID: 006-672-728, 2412 Wilding Way, registered in the name of North Shore Disability Resource Centre Association, Roll # 950001.218;
17. North Shore Multicultural Society, Portion of District Lot 549 Block 50 Lot B Plan 15169, PID: 007-671-032, 123 East 15th Street, Units 100, 202, 203, 204, 204A, 205, 207, 301, 302, 303, 304, 305 only, registered in the name of Horizon Square Properties Ltd. leased to North Shore Multicultural Society, Roll # 050010.000;
18. North Vancouver Chamber of Commerce, District Lot 274 Block274 SL2 Plan LMS4443, PID: 025-073-591, 102-124 West 1st Street, registered in the name of North Vancouver Chamber of Commerce, Roll # 994443.002;

19. North Vancouver Masonic Temple Association Ltd, Portion of District Lot 549 Block 85 Lot 4 Plan 750, excluding the land and improvement assessment relating to business class (06), PID: CNV-000-120, 1140 - 1144 Lonsdale Avenue, registered in the name of North Vancouver Masonic Temple Association Ltd., Roll # 085007.000;
20. Royal Canadian Legion Branch 118, District Lot 548 Strata Lot 1 Plan LMS4102, PID: 024-750-638, 123 West 15th Street, registered in the name of Royal Canadian Legion Branch 118, Roll # 994102.001;
21. Royal Canadian Legion Branch 118, District Lot 548 Strata Lot 2 Plan LMS4102, PID: 024-750-646, 121 West 15th Street, registered in the name of Royal Canadian Legion Branch 118, Roll # 994102.002;
22. Silver Harbour Seniors' Activity Centre, District Lot 545 Block 207 Lot C Plan 15014, PID: 007-711-280, 144 East 22nd Street, registered in the name of Silver Harbour Seniors' Activity Centre, Roll # 207050.000;
23. St. Edmund's Parish, District Lot 271 Block 71 Lot B Plan 8415, PID: 010-087-460, 613 Mahon Avenue, registered in the name of the Roman Catholic Archbishop of Vancouver-St. Edmund's Parish, Roll # 071009.000;
24. St Leonard's Society of North Vancouver, District Lot 547 Block 67 Lot 26 Plan 750, PID: 015-141-926, 312 Bewicke Avenue, registered in the name of St Leonard's Society of North Vancouver, Roll # 067027.000;
25. Family Services of the North Shore, Portion of District Lot 548/549 Block 86 Lot G Plan LMP29334, PID: 023-499-486, Suite 203 and 206, 1111 Lonsdale Avenue, registered in the name of Djavad Mowafaghian Foundation leased to Family Services of the North Shore, Roll # 086015.100;
26. The Auxiliary to the Lions Gate Hospital, (Thrift Shop), Portion of District Lot 548 Block 38 Lot E Plan 18002, PID: 007-233-540, 128 15th Street West, registered in the name of The Kenneth L Ronalds and P.M.R. Holdings Corporation leased to The Auxiliary to the Lions Gate Hospital, Roll # 038029.000;
27. Canadian Mental Health Association North and West Vancouver Branch, Portion of District Lot 548/549 Lot A Plan EPP22742, excluding 2,223 sq. ft. of the subleased rental office space of the total 3,596 sq. ft. leased space, PID 028-911-237, 300-1835 Lonsdale Avenue, registered in the name of Solitude Investments Ltd. leased to Canadian Mental Health Association, North and West Vancouver Branch Roll #019033.100;
28. The British Columbia Photography and Media Arts Society, Portion of District Lot 271 Lot A Plan EPP30712, and excluding the commercial retail space, PID 029-093-554, 101 Carrie Cates Court, registered in the name of the Corporation of the City of North Vancouver and leased to The British Columbia Photography and Media Arts Society, Roll # 177035.301;

29. Young Women's Christian Association (YWCA), District Lot 549, Block 61, Lot Air Space Parcel 5, Plan EPP68325, PID 030-180-741, 125 East 14th Street, Units 203, 204, 401, 402, 403, 404, 405, 406, 407 and 408, registered in the name of Young Women's Christian Association, Roll # 061011.600;
30. Girl Guides of Canada District Lot 271, Lot 220, Plan EPS4482, PID 030-250-218, Unit 107-252 Esplanade W, registered in the name of Girl Guides of Canada, Roll #994482.220;
31. Girl Guides of Canada District Lot 271, Lot 221, Plan EPS4482, PID 030-250-226, Unit 108-252 Esplanade W, registered in the name of Girl Guides of Canada, Roll #994482.221;
32. Girl Guides of Canada District Lot 271, Lot 222, Plan EPS4482, PID 030-250-234, Unit 109-252 Esplanade W, registered in the name of Girl Guides of Canada, Roll #994482.222;
33. Girl Guides of Canada District Lot 271, Lot 229, Plan EPS4482, PID 030-250-307, Unit 207-252 Esplanade W, registered in the name of Girl Guides of Canada, Roll #994482.229;
34. Girl Guides of Canada District Lot 271, Lot 230, Plan EPS4482, PID 030-250-315, Unit 208-252 Esplanade W, registered in the name of Girl Guides of Canada, Roll #994482.230;
35. Girl Guides of Canada District Lot 271, Lot 231, Plan EPS4482, PID 030-250-323, Unit 209-252 Esplanade W, registered in the name of Girl Guides of Canada, Roll #994482.231;

B. land or improvements that:

- i. are owned or held by a municipality, regional district or other local authority; and,
- ii. the council considers are used for a purpose of the local authority:
 1. Presentation House Cultural Society, District Lot 274 Block 134 Lot 15 &16 Plan 735 and District Lot 247 Block 134 Lots 12 to 21 Plan 735, 333 Chesterfield Avenue, registered in the name of the Corporation of the City of North Vancouver leased to Presentation House Cultural Society, Roll # 134013.000;
 2. The Pipe Shop, District Lot 274 Block 176 Lot 4 Plan BCP 39824, PID: 027-842-215, 115 Victory Ship Way, registered in the name of 366466 BC LTD, leased to the Corporation of the City of North Vancouver, operated by Quay Property Management Corp., Roll # 175100.400;
 3. The Shipyard Commons, District Lot 274, Block 176, Portion of Lot 5, Plan BCP 39824, PID 027-842-223, 125 Victory Ship Way, registered in the name of the Corporation of the City of North Vancouver leased to Shipyards Development Ltd, includes 1,317 ft² Office Space and 6,290 ft² Public Support Space and 28,310 ft² Public Plaza SRW leased back to the Corporation of the City of North Vancouver, Roll # 175100.500;

- C. land or improvements that the council considers would otherwise qualify for exemption under section 220 [general statutory exemptions] were it not for a secondary use:
1. The Lonsdale Creek Daycare Centre Society, operating in Lonsdale Annex Elementary School, Portion of District Lot 545 Block 205 Lot 8/14 Plan 3181, PID: 013-068-831, 230 West 21st Street, registered in the name of North Vancouver School District #44, leased to Lonsdale Creek Daycare Centre Society, Roll # 205008.000;
- D. the interest of a public authority, local authority or any other corporation or organization in land or improvements that are used or occupied by the corporation or organization if:
- i. the land or improvements are owned by a public authority or local authority; and,
 - ii. the land or improvements are used by the corporation or organization for a purpose in relation to which an exemption under this Division or Division 6 of this Part would apply or could be provided if the land or improvements were owned by that corporation or organization:
 1. Hollyburn Family Services Society, District Lot 548 Lot 4 Plan BCS4407 PID: 028-810-317, 104-210 West 13th Street, registered in the name of the Corporation of the City of North Vancouver and leased to Hollyburn Family Services Society, Roll # 994407.004;
 2. Hollyburn Family Services Society, District Lot 548 Lot 6 Plan BCS4407, PID: 028-810-333, 106-210 West 13th Street, registered in the name of the Corporation of the City of North Vancouver leased to Hollyburn Family Services Society, Roll # 994407.006;
 3. Hollyburn Family Services Society, District Lot 548 Lot 7 Plan BCS4407, PID: 028-810-341, 107-210 West 13th Street, registered in the name of the Corporation of the City of North Vancouver leased to Hollyburn Family Services Society, Roll # 994407.007;
 4. Hollyburn Family Services Society, District Lot 548 Lot 13 Plan BCS4407, PID: 028-810-406, 205-210 West 13th Street, registered in the name the Corporation of the City of North Vancouver leased to of Hollyburn Family Services Society, Roll # 994407.013;
 5. Hollyburn Family Services Society, District Lot 548 Lot 14 Plan BCS4407, PID: 028-810-414, 206-210 West 13th Street, registered in the name of the Corporation of the City of North Vancouver leased to Hollyburn Family Services Society, Roll # 994407.014;
 6. Hollyburn Family Services Society, District Lot 548 Lot 15 Plan BCS4407, PID: 028-810-422, 207-210 West 13th Street, registered in the name of the Corporation of the City of North Vancouver leased to Hollyburn Family Services Society, Roll # 994407.015;

7. Lookout Emergency Aid Society, NS Shelter, District Lot 265 Lot 2 Plan BCP8797, PID: 025-819-828, 705 West 2nd Street, registered in the name of the Corporation of the City of North Vancouver, leased to Lookout Emergency Aid Society, Roll # 510061.300;
 8. North Shore Neighbourhood House, District Lot 274 Block 154 Lot M Plan 22039, PID: 012-590-975, 225 East 2nd Street, registered in the name of the Corporation of the City of North Vancouver leased to North Shore Neighbourhood House, Roll # 154001.002;
 9. North Shore Neighbourhood House (Community Garden), District Lot 274 Block 154 Lot L Plan 22039, PID: 012-590-924, 207 East 2nd Street, registered in the name of the Corporation of the City of North Vancouver leased to North Shore Neighbourhood House, Roll # 154001.001;
 10. North Shore Neighbourhood House, District Lot 274, Lot 63, Plan EPS 1235, PID 029-140-676, 113 East 3rd Street, registered in the name of the Corporation of the City of North Vancouver licenced to use by North Shore Neighbourhood House, Roll # 991235.063;
 11. North Shore Neighbourhood House (Centreview Childcare Centre), District Lot 549, Block 61, Lot Air Space Parcel 4, Plan EPP68325, PID 030-180-732, 143 East 14th Street, registered in the name of the City of North Vancouver, leased to North Shore Neighbourhood House, Roll # 061011.500;
 12. Margaret Fulton Adult Day Centre, District Lot 547 Lot A Plan LMP42825, PID: 024-562-874, 1601 Forbes Avenue, registered in the name of the Corporation of the City of North Vancouver leased to Vancouver Coastal Health Authority, subleased to Margaret Fulton Adult Day Centre Roll, # 003002.100;
 13. Navy League of Canada, District Lot 547, Block 27, Lot 27, Plan 12205, PID 008-935-629, 1555 Forbes Avenue, registered in the name of the City of North Vancouver leased to the Navy League of Canada, Roll #003004.000;
- E. the interest of a public authority, local authority or any other corporation or organization in land or improvements that are used or occupied by the corporation or organization if:
- i. the land or improvements are owned by a person who is providing a municipal service under a partnering agreement;
 - ii. an exemption under section 225 [partnering and other special tax exemption authority] would be available for the land or improvements in relation to the partnering agreement if they were used in relation to the service;
 - iii. the partnering agreement expressly contemplates that the council may provide an exemption under this provision; and,
 - iv. the land or improvements are used by the corporation or organization for a purpose in relation to which an exemption under this Division or Division 6 of this Part would apply or could be provided if the land or improvements were owned by that corporation or organization:

NIL

- F. in relation to property that is exempt under section 220 (1) (h) [buildings for public worship]:
- i. an area of land surrounding the exempt building;
 - ii. a hall that the council considers is necessary to the exempt building and the land on which the hall stands; and,
 - iii. an area of land surrounding a hall that is exempt under subparagraph (ii):
 1. Assembly of Christians (Gospel Hall), District Lot 274 Block 132 Lot 10 Plan 878, PID: 015-076-873, 133 East 4th Street, registered in the name of Trustees of the Assembly of Christians (Gospel Hall), Roll # 132010.000;
 2. North Shore Bethel Christian Mennonite Brethren Church, District Lot 274 Block 114 Lot 19 Plan 878, PID: 015-069-141, 185 East Keith Road, registered in the name of The B. C. Conference of the Mennonite Brethren Churches, Roll # 114025.000;
 3. Holy Trinity Catholic Church. District Lot 545 Block 239 Lot 3 Plan BCP45481, PID: 028-295-943, 2705 Lonsdale Avenue, registered in the name Roman Catholic Archbishop of Vancouver, Roll # 239066.100;
 4. North Shore Alliance Church, District Lot 545 Block 208 Lot 1 Plan 20958, PID: 005-061-563, 201 East 23rd Street, registered in the name of Christian and Missionary Alliance (Canadian Pacific District), Roll # 208001.001;
 5. North Shore Alliance Church, District Lot 545/546 Block 208 Lot 2 Plan 20958, PID: 005-061-571, 201 East 23rd Street, registered in the name of Christian and Missionary Alliance (Canadian Pacific District), Roll # 208001.002;
 6. King's Temple Missionary Society (N S Christian Centre), District Lot 616 Block 12 Lot C Plan 21170, PID: 006-853-838, 1400 Sutherland Avenue, registered in the name of King's Temple Missionary Society (N S Christian Centre), Roll # 912009.001;
 7. Parish of St. Agnes Anglican Church of Canada, District Lot 550 Block 78 Lot A Plan LMP40523, PID: 024-355-712, 530 East 12th Street, registered in the name of Synod of the Diocese of New Westminster, Roll # 078014.100;
 8. Parish of St. John The Evangelist Anglican Church, District Lot 548 Block 72 Plan 20861, PID: 004-364-970, 209 West 13th Street, registered in the name of Parish of St. John The Evangelist Anglican Church, Roll # 072001.001;
 9. Salvation Army North Vancouver Community Church, District Lot 548/549 Block 86 Lot C Plan 1464, PID: 014-606-950, 105 West 12th Street, registered in the name of The Governing Council of the Salvation Army of Canada, Roll # 086009.001;

10. St. Andrew's & St. Stephen's Presbyterian Church, District Lot 545 Block 227A Lot A Plan 2836, PID: 013-252-409, 2641 Chesterfield Avenue, registered in the name of Congregation of St. Andrew's & St. Stephen's Presbyterian Church, Roll # 227100.000;
11. St. Andrew's United Church, District Lot 549 Block 88 Lot B Plan 750 PID: 015-136-931, 1046 St. Georges Avenue, registered in the name of The Trustees of the Congregation of St. Andrew's United Church, Roll # 088003.000;
12. St. Andrew's United Church, District Lot 549 Block 88 Lot 27/28/29 Plan 4328, PID: 011-642-483, PID:011-642-475, PID:011-642-491, 1044 St. Georges Avenue, registered in the name of The Trustees of the Congregation of St. Andrew's United Church, Roll # 088038.000;
13. Sutherland Church, District Lot 550 Block 12 Lot C Plan 9445, PID: 009-653-309, 630 East 19th Street, registered in the name of Sutherland Bible Chapel, Roll # 012028.000;

G. land or improvements used or occupied by a religious organization, as tenant or licensee, for the purpose of public worship or for the purposes of a hall that the council considers is necessary to land or improvements so used or occupied:

NIL

H. in relation to property that is exempt under section 220 (1) (i) [seniors' homes], (j) [hospitals] or (l) [private schools], any area of land surrounding the exempt building:

NIL

I. land or improvements owned or held by an athletic or service club or association and used as a public park or recreation ground or for public athletic or recreational purposes:

1. North Vancouver Lawn Bowling Club, District Lot 545 Block 207 Lot B of Lot 1 Plan 11876, PID: 009-029-338, 2160 Lonsdale Avenue, registered in the name of the Corporation of the City of North Vancouver leased to the North Vancouver Lawn Bowling Club, Roll # 207020.000;

J. land or improvements owned or held by a person or organization and operated as a licensed community care facility and registered assisted living residence under the Community Care and Assisted Living Act:

1. Marineview Housing Society, District Lot 548 Block E.48 Lot A Plan 12729 PID: 008-811-946, excluding land and improvement portions relating to market rental units #202 and #204, 1415 Chesterfield Avenue, registered in the name of Marineview Housing Society, Roll # 048019.000;
2. Marineview Housing Society, District Lot 272 Block 5 Lot 12 Plan 3875 PID: 005-751-390, 1057 Cloverley Street, registered in the name of Marineview Housing Society, Roll # 605012.000;

3. Magnolia House Residential Mental Health Facility, District Lot 616 Block 6 Lot 73 Plan 1763, PID: 004-276-914, 720 East 17th Street, registered of in the name of Provincial Rental Housing Corporation leased to Vancouver Coastal Health Authority, subleased to Magnolia House Residential Mental Health Facility, Roll # 906073.000;
4. Community Living Society, District Lot 274 Block 116 Lot 4 Plan 878, PID: 015-131-548, 317 & 319 East Keith Road, registered in the name of Community Living Society, Roll # 116003.000;
5. Community Living Society, District Lot 544 SL21 Plan LMS531, PID: 017-957-826, 1003-555 West 28th Street, registered in the name of Community Living Society, Roll # 990531.021;
6. Marineview Housing Society, District Lot 550, Block 91, Lot 8, Plan 1647, PID 005-751-454, 1053 Grand Boulevard, registered in the name of Marineview Housing Society, Roll #091008.000;

K. land or improvements for which a grant has been made, after March 31, 1974, under the Housing Construction (Elderly Citizens) Act before its repeal:

NIL

3. Effective Date

The effective date of this bylaw is January 1, 2020 to December 31, 2020.

READ a first time on the 7th day of October, 2019.

READ a second time on the 7th day of October, 2019.

READ a third time on the 7th day of October, 2019.

ADOPTED on the <> day of <>, 2019.

MAYOR

CITY CLERK

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

REPORT

To: Mayor Linda Buchanan and Members of Council

From: L. R. Orr, Manager, Business and Community Partnerships

Subject: FUNDING SUPPORT FOR ECONOMIC PARTNERSHIP NORTH VANCOUVER

Date: October 8, 2019 File No: 13-6750-25-0003/1

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

RECOMMENDATION:

PURSUANT to the report of the Manager, Business and Community Partnerships, dated October 8, 2019, entitled "Funding Support for Economic Partnership North Vancouver":

THAT the City discontinue funding support for the Economic Partnership North Vancouver given the lack of funding support from Western Economic Diversification Canada;

AND THAT the \$70,000 in City funding allocated for the Economic Partnership North Vancouver in the 2019-2028 Project Plan be reallocated to City Economic Development initiatives;

AND THAT staff be directed to work with North Vancouver Chamber of Commerce staff to investigate ways to continue the Economic Partnership North Vancouver Board as a forum for business in the North Shore region;

AND THAT staff be directed to work with North Vancouver Chamber of Commerce staff to investigate ways for the City to support the continuation and updating of the interactive Data Centre on the North Vancouver region in order to assist prospective and existing businesses in the region;

ATTACHMENTS:

1. Terms of Reference for the Economic Partnership North Vancouver
(Doc [#1460226](#))
2. Current Board of Directors (Doc [#1542230](#))

PURPOSE:

To seek direction from Council regarding funding support for the Economic Partnership North Vancouver.

BACKGROUND:

On November 26, 2018 Council resolved:

THAT staff be directed to bring forward an annual request for \$70,000 as part of the 2019 - 2028 Project Plan process for the City's share of costs for the Economic Partnership North Vancouver for the years 2019, 2020 and 2021;

AND THAT City funding support for this initiative be subject to matching funding from the District of North Vancouver and funding from Western Economic Diversification.

Funding of \$70,000 per year for the years 2019, 2020 and 2021 have been included in the 2019-2028 Project Plan.

Economic Partnership North Vancouver (EPNV) was launched in early 2015 with a grant of \$420,000 from the Federal Government (Western Economic Diversification) and \$630,000 in funding from the City and District of North Vancouver, local industry and the North Vancouver Chamber of Commerce. The City and District of North Vancouver each contributed \$70,000 in annual funding for three years.

EPNV has provided a variety of services to actively attract new business investment and support the retention and expansion of existing businesses by connecting them to local supply chains, working with regulators to reduce barriers to business, providing information for growth and start-up opportunities, creating business skills development and training programs with local institutions, promoting trade and investment opportunities, and engaging the community to support economic opportunities. EPNV also represents business interests and issues in the community giving a unified voice to business in North Vancouver. Recent initiatives have included:

- Investment Attraction Strategy
- Community Profile Fact Sheets
- Data Centre – interactive online information about the North Vancouver region (work in progress): <https://epnv.nvchamber.ca/data-centre/>

- Provided leadership in engaging business, municipal, provincial and transit leaders around economic impact of transit / transportation challenges (as identified by EPNV Board)
- Provided business support to existing and prospective North Vancouver businesses

Attachment #1 provides the initial Terms of Reference for the Board and Attachment #2 is the current Board of Directors. As Council can see, the Board represents a broad spectrum of the business community with senior staff from a number of businesses and business sectors in North Vancouver. The Board has been meeting three to four times per year.

DISCUSSION:

On March 7 staff were informed by EPNV staff that the Western Economic Diversification grant application was denied (\$140,000 per year for three years for a total of \$420,000). Given Council's November 26, 2018 resolution, staff are seeking direction from Council regarding City support for this initiative. Staff have not reported out sooner pending a decision from the EPNV Board regarding how they wanted to proceed.

Over the past few months the EPNV Board has been meeting to discuss their future. At a meeting on September 7, 2019 the EPNV Board confirmed their interest to continue to meet as a forum for business interests and that they no longer required on-going municipal funding. EPNV will continue to meet as a forum of business interests to educate, inform and advise on North Shore business issues and will receive administrative support from participating businesses and the Chamber of Commerce. The EPNV board has also agreed to extend their representation to include West Vancouver to provide a North Shore perspective on business issues. Municipal staff representatives are encouraged to continue to participate at Board meetings to provide a local government voice at the table. The District of North Vancouver will be discontinuing their funding support.

Staff believe there have been a number of benefits derived from the North Vancouver Economic Partnership to the City in the absence of a dedicated City economic development position including:

- Dedicated staff to support prospective and existing businesses
- The City's annual funding of \$70,000 has been augmented by an additional \$300,000 annually directed at economic development issues in North Vancouver
- EPNV has brought together a Board representing a broad spectrum of the business community with senior staff from a number of businesses and business sectors in North Vancouver which has contributed to identifying business issues, provided a regional perspective on issues and opportunities and has contributed to partnership development
- Helped to create a unified voice for business
- Data Centre – interactive online information about the North Vancouver region for perspective businesses <https://epnv.nvchamber.ca/data-centre/>

The most successful achievement of the EPNV initiative has been to bring together representatives from a broad spectrum of business sectors in North Vancouver, which is unprecedented. This has provided a forum for business issues and created a unified business voice on issues impacting them.

Staff believe the Economic Partnership has its benefits as a business forum on North Shore regional business issues. Staff therefore recommend the City continue to work with North Vancouver Chamber of Commerce to support the Economic Partnership as a Chamber committee providing a unified voice for business in the region.

One of the outcomes of the EPNV initiative has been the development of the interactive Data Centre on the North Vancouver region (<https://epnv.nvchamber.ca/data-centre/>) which has provided community and economic data to assist prospective and existing businesses in the region. Staff also recommends that the City continue to work with the North Vancouver Chamber of Commerce staff to identify how the City could support the continuation and updating of this economic development tool.

FINANCIAL IMPLICATIONS:

Funding of \$70,000 per year for the years 2019, 2020 and 2021 for a total City contribution of \$210,000 has been included in the 2020-2029 Project Plan. This is the same level of funding for the first three years of the initiative. The total proposed budget for the coming three year term is \$1,110,000 to be comprised of:

- \$420,000 Western Economic Diversification;
- \$210,000 District of North Vancouver;
- \$210,000 City of North Vancouver;
- \$270,000 Industry and North Vancouver Chamber of Commerce

With the withdrawal of federal funding the EPNV has decided that ongoing municipal funding is not longer required.

INTER-DEPARTMENTAL IMPLICATIONS:

This report has been reviewed by Finance staff.

SUSTAINABILITY:

EPNV has been in a position to leverage additional funding from other sources to support economic development initiatives in North Vancouver and has proven to be successful in bringing together business leaders around a single table to focus on business issues and economic development. However reliance on funding from other sources makes it vulnerable. The EPNV Board has agreed to continue as a business forum without ongoing municipal funding support.

CORPORATE PLAN AND/OR POLICY IMPLICATIONS:

The EPNV initiative reflects the efforts of the Chamber of Commerce and local businesses to provide a forum to discuss and contribute to solutions to address issues facing businesses in the North Shore Region. This initiative helps to create an environment where existing businesses can grow and thrive and as such staff believe it warrants support from the City. This initiative contributes to the City's Strategic Plan Goal for a Prosperous City.

RESPECTFULLY SUBMITTED:



L.R. Orr
Manager, Business and Community
Partnerships

Attachments

LO/jb

Terms of Reference

Economic Partnership North Vancouver Board of Directors

Purpose

The Economic Partnership North Vancouver's Board of Directors (the EPNV Board) is a committee of the North Vancouver Chamber of Commerce (the Chamber) Board of Directors established as the body responsible to fulfill the three year 'North Vancouver Economic Development Program' commitments under the Western Diversification Program (WDP) for the purpose of:

- facilitating integrated economic planning for the region
- supporting the sustainability, growth and retention of existing businesses and connecting businesses to local supply chains
- providing business services to actively attract new business investment
- working with stakeholders and regulators to reduce barriers to business and address broad community challenges
- providing information for growth and start-up opportunities
- creating business skills development and training programs working with local institutions
- promoting trade and investment opportunities
- engaging the community to support economic expansion

Responsibilities and Deliverables

The North Vancouver Chamber has agreed to deliver the following three year program activities within the timelines set out in the Western Diversification WDP Agreement. The EPNV Board will be responsible to provide guidance and ensure the EPNV Program activities are on schedule and on budget.

1. Hire an Chief Development Officer (CDO), Coordinator and Administrator
2. Office improvements made to accommodate the EPNV Board's office staff.
3. Facilitate an integrated Economic Plan for the region (working with local government, key stakeholders and key industry partners).
4. Establish a small business training program in partnership with Capilano University Executive/Continuing Education and BDC to help businesses grow and become more globally competitive.
5. Help at least 20 new businesses looking to establish a business in North Vancouver.
6. Working with partners, establish and implement a procurement program and information sessions to connect small and medium enterprises (SMEs) to larger local supply chains, creating an opportunity for larger businesses to find local suppliers and gain engagement within the community.
7. Provide one-on-one consultation to at least 100 businesses. Help local entrepreneurs and SMEs looking to grow or get established.
8. Coordinate and communicate supplier development workshops with partners and government agencies for (financing, quality control management, supplier requirements, etc.)
9. Build a Trade & Investment strategy and make contacts in international trade offices to help businesses wanting to expand into international markets. Communicate trade mission opportunities. Engage with First Nations in business tradeshows.
10. Facilitate stakeholder input to develop a proposal on top 3-5 economic and infrastructure funding initiatives needed for regional success – engaging all stakeholders. Submit a proposal to government for funding to complete identified projects.

Board Composition and Term

The EPNV Board members are appointed by the North Vancouver Chamber Board of Directors. There shall be a minimum of 12 and maximum of 20 board members including representation from the following organizations and sectors:

- 1 senior management representative nominated by BDC Business Development Bank
- 1 senior management representative nominated by BlueShore Financial
- 1 senior management representative nominated by Capilano University
- 3 senior management representatives from the marine industry including Neptune Terminals, Western Stevedoring and Seaspac
- 1 senior management representative nominated by Port Metro Vancouver
- 5 senior management representatives from the retail, film, tourism, high technology and development sectors
- 1 senior management representative from the healthcare sector
- 1 senior manager nominated by the City of North Vancouver Council
- 1 senior manager nominated by the District of North Vancouver Council
- 1 senior management representative nominated by the Squamish Nation
- 1 senior management representative nominated by the Tsleil-Waututh Nation
- The North Vancouver Chamber CEO (and Chair)

All EPNV Board members are requested to appoint a senior level alternate in the event they are not able to attend a Board meeting. EPNV Board members are responsible for ensuring that their alternate is kept up-to-date with respect to the business of EPNV.

EPNV Board members will be appointed for a three year term. If a member cannot continue in their capacity, another representative for the organization or sector shall be appointed by the Chamber Board.

At the first meeting of the EPNV Board, the members will appoint a Chair of the Board for a one year term. The Chair will be re-appointed each fiscal year and can serve a maximum of three terms as Chair.

Authority

- Upon formation of the EPNV board, the group will produce a strategic plan that will fulfill the commitments of the WED Agreement and which must be approved by the Chamber Board prior to implementation.
- The EPNV Board will make all decisions that fall within its area of responsibility within the scope of the strategic plan as approved by the Chamber Board.
- The EPNV Board will present an annual business plan derived from the approved strategic plan to the Chamber Board for their approval.
- The EPNV Board has the authority to engage internal and external resources to assist with the execution of responsibilities within the approved business plan.
- Actions taken shall not conflict with laws and regulations, and the Chamber by-laws and policies.
- Operational direction of EPNV staff will be the responsibility of the Chamber CEO.
- The Chamber Board will be responsible for the oversight of the budget for the program.

Meetings

- The EPNV Board will meet at least four (4) times annually and as many additional times as the Board deems necessary to carry out its duties effectively. A schedule of meetings will be established at the beginning of each year.
- Special meetings may be called by the EPNV Board Chair or any two (2) members of the Board.
- Quorum for a meeting is a majority of its members. Members may be present in person or by telecommunication device (if decided by the Chair) that permit all persons participating in the meeting to speak and hear each other.
- All determinations of the EPNV Board shall be made by a majority of votes of its members present at a meeting duly called and held, and in the case of an equality of votes, the Chair shall not have a second or casting vote. Decisions made will be formally recorded.
- The EPNV Board may invite any external resource to attend meetings to assist in the discussion and examination of the matters under consideration.
- An agenda and relevant material will be circulated to members five (5) business days in advance of the meeting.
- Minutes recording key issues discussed and decisions made within the EPNV Board's authority will be taken for all meetings.
- A copy of the approved minutes, signed by the EPNV Board Chair and Recording Secretary, will be filed in the Chamber office.

Reporting

- The EPNV Board will provide a quarterly report of accomplishments, issues addressed and significant decisions made to the Chamber Board.
- The EPNV Board will provide an annual report of progress to the Chamber Board, WED and to the other funding partners. Formal presentations of the annual report will be made to both municipalities.

Duties and Responsibilities

The EPNV Board has the responsibility to contribute in their role as:

- 1. Participant**
 - Attend EPNV meetings
 - Listen and be vocal
 - Participate to support broad interests
 - Follow EPNV principles
- 2. Ambassador for Organisation, Sector, EPNV**
 - Be a champion for EPNV
 - Provide connections & introductions to those with an interest in NV
 - Offer data – Industry, workforce, etc.
- 3. Raise Key Issues for discussion**
 - Raise issues
 - Be an active contributor to key issues, provide perspective

The Chamber CEO has the responsibility to:

- Supervise and direct the activities of the senior CDO

Key Issues – Process

1. Identify Key Issues

- Some key NV Issues already identified
- New Issues: One or more EPNV Board members proposes a multi-stakeholder issue which they feel needs addressing

2. Issues Resolutions / Solutions

- Participation via “*Coalition of the willing*” - those willing to participate and find a recommendation / resolution.
- Roundtable, process, input, other experts required etc. All facilitated by EPNV
- “Resolution” or suggested approach is developed by coalition
- Resolution put forward to EPNV Board for additional support/signatories
- Signatories determined by this process:
 1. Agree with solution and “endorse”
 2. Agree but don’t endorse.
 3. Disagree but don’t fight it...and endorse
 4. Disagree and fight and don’t endorse
- Resolution / recommendation then supported by those providing endorsement

Evaluation

- The EPNV Board’s accomplishments will be presented in quarterly reports to the Chamber Board and as required by WED.
- WED directions or suggestions for any changes will be made through the Chamber CEO and approved by the Chamber Board. Changes required by the Chamber Board in order to fulfill the agreement with WED and/or to maximize the economic development opportunities will be done through adjustments to the strategic plan and the subsequent year’s business plan.
- The EPNV Board will annually review its Terms of Reference and recommend any updates that may be helpful in fulfilling its responsibilities to the Chamber Board for their consideration.

Economic Partnership North Vancouver

2018 Board of Directors

Sector	Name and Title	Organization
Manufacturing & Retail	Jon Hoerauf, President	Arcteryx
Financial & Consulting	Louise Fogharty, Regional Director, Strategy Implementation	BDC Business Development Bank
Financial	Chris Catliff, President & CEO	BlueShore Financial
Tourism	John Stibbard, Vice President of Operations	Capilano Suspension Bridge Park
Post Secondary Education	Paul Dangerfield, President	Capilano University
Automotive & Retail	James Carter, Owner	Carter GM
Local Government	Larry Orr, Manager, Business Services	City of North Vancouver
Local Government	Charlene Grant, General Manager, Corporate Services	District of North Vancouver
Construction/Development	Oliver Webbe, President	Darwin Properties
Port-Terminal	Claus Thornberg, President	Neptune Terminals
Port-Terminal	Brad Eshleman, President	Western Stevedoring
Port	Robyn Crisanti, Director, Public Affairs	Port of Vancouver
Port-Shipbuilding	Frank Butzelaar	CEO, Seaspan
Film	Peter Leitch, President & CEO	NorthShore Studios
Retail-Development	Gary Mathiesen, President & CEO	Quay Property Management
First Nations	Chief Gibby Jacob, Executive Operating Officer	Squamish Nation
First Nations	Matthew Thomas, Economic Development Officer	Tsleil-Waututh Nation
Health & Wellness	Karin Olson, COO	Vancouver Coastal Health
General business	Brian Szabo, Chair	Chamber of Commerce