



**AGENDA FOR THE REGULAR MEETING OF COUNCIL
IN THE COUNCIL CHAMBER, CITY HALL,
141 WEST 14TH STREET, NORTH VANCOUVER, BC, ON
MONDAY, MARCH 9, 2020 AT 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, March 9, 2020

ADOPTION OF MINUTES

2. Regular Council Meeting Minutes, March 2, 2020

PROCLAMATIONS

Stop the Sexual Exploitation of Children – March 9-15, 2020

World Down Syndrome Day – March 21, 2020

PUBLIC INPUT PERIOD

REPORTS

3. Tax Relief for Small Businesses, Non-Profits, Arts and Culture Groups
4. Inter-Municipal Business Licence Bylaw for Ride-Hailing

Items 5 and 6 refer.

BYLAWS – FIRST AND SECOND READINGS

5. “Inter-Municipal Transportation Network Services Business Licence Agreement Bylaw, 2020, No. 8766”
6. “Inter-Municipal Transportation Network Services Business Licence Scheme Bylaw, 2020, No. 8767”

REPORT

7. Proposed North Shore Ride-Hailing Street and Traffic Bylaw Amendments

Item 8 refers.

BYLAW – FIRST, SECOND AND THIRD READINGS

8. “Street and Traffic Bylaw, 1991, No. 6234, Amendment Bylaw, 2020, No. 8768”
(Passenger Directed Vehicles, Geo-fencing and Loading Zone Updates)

REPORT

9. A Bylaw to Repeal the Cab Regulation Bylaw, 2006, No. 7787

Items 10 and 11 refer.

BYLAWS – FIRST, SECOND AND THIRD READINGS

10. “Cab Regulation Bylaw, 2006, No. 7787, Repeal Bylaw, 2020, No. 8763”
11. “Ticket Information Utilization Bylaw, 1992, No. 6300, Amendment Bylaw, 2020, No. 8764”

REPORT

12. Prioritization of Harry Jerome Community Recreation Centre Components and Associated Projects

NOTICE OF MOTION

13. Support in Light of Strata Insurance Concerns – Mayor Buchanan

PUBLIC CLARIFICATION PERIOD

COUNCIL INQUIRIES

NEW ITEMS OF BUSINESS

NOTICES OF MOTION

ADJOURN

CALL TO ORDER

APPROVAL OF AGENDA

1. Regular Council Meeting Agenda, March 9, 2020

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PROCLAMATIONS

Stop the Sexual Exploitation of Children – March 9-15, 2020

World Down Syndrome Day – March 21, 2020

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”.

REPORTS

3. Tax Relief for Small Businesses, Non-Profits, Arts and Culture Groups
– File 05-1610-01-0001/2020

Report: Director, Finance, March 2, 2020

RECOMMENDATION:

PURSUANT to the report of the Director, Finance, dated March 2, 2020, entitled “Tax Relief for Small Businesses, Non-Profits, Arts and Culture Groups”:

THAT staff defer the implementation of tax relief options described in the newly tabled Provincial legislation until at least the 2021 taxation year;

AND THAT staff report back to Council on next steps, including a schedule of a potential implementation of tax relief options.

4. Inter-Municipal Business Licence Bylaw for Ride-Hailing
– File 09-3900-02-0001/2020

Report: Deputy Director, Community and Partner Engagement,
February 26, 2020

RECOMMENDATION:

PURSUANT to the report of the Deputy Director, Community and Partner Engagement, dated February 26, 2020, entitled “Inter-Municipal Business Licence Bylaw for Ride-Hailing”:

THAT “Inter-Municipal Transportation Network Services Business Licence Agreement Bylaw, 2020, No. 8766” be considered and referred to a Public Meeting;

THAT “Inter-Municipal Transportation Network Services Business Licence Scheme Bylaw, 2020, No. 8767” be considered and referred to a Public Meeting;

AND THAT notification be circulated in accordance with the *Community Charter*.

Items 5 and 6 refer.

BYLAWS – FIRST AND SECOND READINGS

5. “Inter-Municipal Transportation Network Services Business Licence Agreement Bylaw, 2020, No. 8766”

RECOMMENDATION:

THAT “Inter-Municipal Transportation Network Services Business Licence Agreement Bylaw, 2020, No. 8766” be given first and second readings.

6. “Inter-Municipal Transportation Network Services Business Licence Scheme Bylaw, 2020, No. 8767”

RECOMMENDATION:

THAT “Inter-Municipal Transportation Network Services Business Licence Scheme Bylaw, 2020, No. 8767” be given first and second readings.

REPORT

7. Proposed North Shore Ride-Hailing Street and Traffic Bylaw Amendments
– File 16-8330-01-0001/2020

Report: Manager, Transportation Planning, and North Shore Mobility
Options Coordinator, February 26, 2020

RECOMMENDATION:

PURSUANT to the report of the Manager, Transportation Planning, and North Shore Mobility Options Coordinator, dated February 26, 2020, entitled “Proposed North Shore Ride-Hailing Street and Traffic Bylaw Amendments”:

THAT “Street and Traffic Bylaw, 1991, No. 6234, Amendment Bylaw, 2020, No. 8768” (Passenger Directed Vehicles, Geo-fencing and Loading Zone Updates) be considered;

AND THAT the Congestion and Curbside Management (CCMP) surcharge outlined in “Street and Traffic Bylaw, 1991, No. 6234, Amendment Bylaw, 2020, No. 8768” (Passenger Directed Vehicles, Geo-fencing and Loading Zone Updates) be collected after final adoption of the bylaw.

Item 8 refers.

BYLAW – FIRST, SECOND AND THIRD READINGS

8. “Street and Traffic Bylaw, 1991, No. 6234, Amendment Bylaw, 2020, No. 8768” (Passenger Directed Vehicles, Geo-fencing and Loading Zone Updates)

RECOMMENDATION:

THAT “Street and Traffic Bylaw, 1991, No. 6234, Amendment Bylaw, 2020, No. 8768” (Passenger Directed Vehicles, Geo-fencing and Loading Zone Updates) be given first, second and third readings.

REPORT

9. A Bylaw to Repeal the Cab Regulation Bylaw, 2006 No. 7787
– File 09-3900-02-0001/2020

Report: Manager, Bylaw Services, February 26, 2020

RECOMMENDATION:

PURSUANT to the report of the Manager, Bylaw Services, dated February 26, 2020, entitled “A Bylaw to Repeal the Cab Regulation Bylaw, 2006, No. 7787”:

THAT “Cab Regulation Bylaw, 2006, No. 7787, Repeal Bylaw, 2020, No. 8763” be considered;

AND THAT “Ticket Information Utilization Bylaw, 1992, No. 6300, Amendment Bylaw, 2020, No. 8764” be considered.

Items 10 and 11 refer.

BYLAWS – FIRST, SECOND AND THIRD READINGS

10. “Cab Regulation Bylaw, 2006, No. 7787, Repeal Bylaw, 2020, No. 8763”

RECOMMENDATION:

THAT “Cab Regulation Bylaw, 2006, No. 7787, Repeal Bylaw, 2020, No. 8763” be given first, second and third readings.

11. “Ticket Information Utilization Bylaw, 1992, No. 6300, Amendment Bylaw, 2020, No. 8764”

RECOMMENDATION:

THAT “Ticket Information Utilization Bylaw, 1992, No. 6300, Amendment Bylaw, 2020, No. 8764” be given first, second and third readings.

REPORT

12. Prioritization of Harry Jerome Community Recreation Centre Components and Associated Projects – File 02-0800-30-0002/1

Report: Director, Strategic and Corporate Services, and Deputy Director, Strategic and Corporate Services, March 2, 2020

RECOMMENDATION:

PURSUANT to the report of the Director and Deputy Director, Strategic and Corporate Services, dated March 2, 2020, entitled “Prioritization of Harry Jerome Community Recreation Centre Components and Associated Projects”:

THAT, based on the Community Recreation Strategy prioritization process, the recommended Harry Jerome Community Recreation Centre scope, inclusive of the following components, be endorsed:

- Community Recreation Centre Program
 - Gyms 1 and 2
 - Fitness Space
 - Multi-Purpose Rooms
 - Art Spaces
 - Youth Area
 - Preschool Space
 - Community Living Room
- Aquatic Program
 - Leisure Pool
 - 26.5m 10-lane Pool
 - Diving Boards 1m and 3m
 - Hot Pool and Amenities
- Arena Program
 - Ice with 500 seats
- Outdoor Program
 - At-grade Multi-Activity Court
 - Skatepark
- Associated Project
 - Silver Harbour Seniors Activity Centre

THAT staff be directed to redesign the Harry Jerome Community Recreation Centre project based on the recommended component scope and for overall cost effectiveness, including:

- Removal of rooftop uses
- Reduction of south building from a 4-storey to a 3-storey configuration
- Reducing windows throughout
- Review of component size, building form and materiality;

Continued...

REPORT – Continued

12. Prioritization of Harry Jerome Community Recreation Centre Components and Associated Projects – File 02-0800-30-0002/1 – Continued

THAT staff be directed to pursue the investigation of higher sustainability targets, with consideration to financial impacts, as part of the redesign effort for Harry Jerome Community Recreation Centre;

THAT staff's recommendation is to continue, as previously directed by Council, to work with Flicka Gymnastics, on a cost-share basis; to update cost estimates for both a full renovation and a purpose built facility at Mickey McDougall; to develop cost estimates based on existing square footage and an enhanced facility; to develop a letter of support from Mayor and Council; and, request Flicka Gymnastics to report back on a fundraising plan;

THAT existing Harry Jerome Community Recreation Centre funding be reallocated for the purpose of funding the redesign phase and internal and external project management related to Harry Jerome Community Recreation Centre and associated projects;

AND THAT staff report back with an updated Harry Jerome Community Recreation Centre design, renewed Class B estimate with financing plan and an updated project schedule.

NOTICE OF MOTION

13. Support in Light of Strata Insurance Concerns – File: 08-3300-01-0001/2020

Submitted by Mayor Buchanan

RECOMMENDATION:

WHEREAS strata corporations in British Columbia have seen insurance premiums increase to several hundred percent, and strata owners similarly had deductibles rise exponentially, all due in part to climate change-related risk aversion by insurers;

WHEREAS stratas have increasingly become British Columbia's residence of choice because of their relative affordability and improved land use, but those perceived values are now threatened over escalating insurance costs;

WHEREAS close to 50% of the population in the City of North Vancouver (CNV) reside in multi-family buildings;

WHEREAS the loss of multi-unit homes as a viable housing option for CNV residents would be catastrophic to our community;

Continued...

NOTICE OF MOTION – Continued

13. Support in Light of Strata Insurance Concerns – File: 08-3300-01-0001/2020
– Continued

THEREFORE BE IT RESOLVED THAT staff be directed to investigate ways the City can support strata councils and owners, as well as multi-family rental owners, including partnering with other cities to look at how cities' regulatory frameworks help or hinder insurance;

AND THAT staff work along side the Mayor's Office to reach out to relevant partners to discuss solutions and a potential community workshop for strata councils and owners as well as owners of multi-family rental building in the CNV.

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

ADJOURN

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MINUTES OF THE REGULAR MEETING OF COUNCIL, IN THE COUNCIL CHAMBER, CITY HALL, 141 WEST 14TH STREET, NORTH VANCOUVER, BC, ON MONDAY, MARCH 2, 2020

PRESENT

COUNCIL MEMBERS

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

STAFF MEMBERS

L. McCarthy, CAO
K. Graham, City Clerk
C. Baird, Deputy City Clerk
J. Peters, Assistant City Clerk
H. Granger, City Solicitor
B. Themens, Director, Finance
B. Pearce, Director, Strategic and Corporate Services
S. Antoniali, Section Manager, Real Estate
S. Galloway, Manager, Planning
C. Alexander, Planner
R. Skene, Director, Community and Partner Engagement
L. Orr, Deputy Director, Community and Partner Engagement
P. Duffy, Manager, Bylaws
B. Willock, Manager, Engineering Planning and Design
D. Matsubara, Section Manager, Engineering Design

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

APPROVAL OF AGENDA

Moved by Councillor Bell, seconded by Councillor McIlroy

1. Regular Council Meeting Agenda, March 2, 2020

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

Moved by Councillor McIlroy, seconded by Councillor Back

2. Regular Council Meeting Minutes, February 24, 2020

CARRIED UNANIMOUSLY

PROCLAMATION

Mayor Buchanan declared the following proclamation:

World Lymphedema Day – March 6, 2020

PUBLIC INPUT PERIOD

- Ron Sostad, 231 East 15th Street, North Vancouver, spoke regarding socialism, youth, seniors and the community.

DELEGATION

Tim Lambert, Executive Director, Health Protection, Ministry of Health

Re: One Water System Risk Management Planning

Tim Lambert, Executive Director, Health Protection, Ministry of Health, provided a PowerPoint presentation regarding the “One Water System Risk Management Planning” and responded to questions of Council.

CORRESPONDENCE

3. Tim Lambert, Executive Director, Health Protection, Ministry of Health, January 13, 2020 – File: 11-5210-01-0001/2020

Re: One Water System Risk Management Planning

Moved by Councillor Girard, seconded by Mayor Buchanan

THAT the correspondence from Tim Lambert, Executive Director, Health Protection, Ministry of Health, dated January 13, 2020, regarding “One Water System Risk Management Planning”, be received.

CARRIED UNANIMOUSLY

PUBLIC HEARING – 109-115 East 1st Street

Councillor Valente recused himself at 6:43 pm, declaring a potential conflict of interest with respect to the Public Hearing.

Moved by Councillor Girard, seconded by Councillor Back

THAT the meeting recess to the Public Hearing regarding “Heritage Revitalization Agreement Bylaw, 2020, No. 8752” (Chad Mooney / KC Mooney Architect, 109-115 East 1st Street) and “Heritage Designation Bylaw, 2020, No. 8753” (Chad Mooney / KC Mooney Architect, 109-115 East 1st Street).

CARRIED UNANIMOUSLY

The meeting recessed to the Public Hearing at 6:43 pm and reconvened at 7:11 pm.

BYLAWS – THIRD READING

9. “Heritage Revitalization Agreement Bylaw, 2020, No. 8752”
(Chad Mooney / KC Mooney Architect, 109-115 East 1st Street)

Moved by Councillor McIlroy, seconded by Councillor Girard

THAT “Heritage Revitalization Agreement Bylaw, 2020, No. 8752” (Chad Mooney / KC Mooney Architect, 109-115 East 1st Street) be given third reading.

CARRIED
(by members remaining)

Councillor Bell is recorded as voting contrary to the motion.

10. “Heritage Designation Bylaw, 2020, No. 8753”
(Chad Mooney / KC Mooney Architect, 109-115 East 1st Street)

Moved by Councillor McIlroy, seconded by Councillor Girard

THAT “Heritage Designation Bylaw, 2020, No. 8753” (Chad Mooney / KC Mooney Architect, 109-115 East 1st Street) be given third reading.

CARRIED
(by members remaining)

Councillor Bell is recorded as voting contrary to the motion.

Councillor Valente returned to the meeting at 7:18 pm.

REPORT

4. Smoking Regulation Bylaw Amendments – File: 09-3900-02-0001/2020

Report: Manager, Bylaw Services, February 19, 2020

Moved by Councillor McIlroy, seconded by Councillor Girard

PURSUANT to the report of the Manager, Bylaw Services, dated February 19, 2020, entitled “Smoking Regulation Bylaw Amendments”:

THAT “Smoking Regulation Bylaw, 1998, No. 7026, Amendment Bylaw, 2020, No. 8754” (Text Amendments) be considered;

THAT “Ticket Information Utilization Bylaw, 1992, No. 6300, Amendment Bylaw, 2020, No. 8755” (Smoking Penalties) be considered;

AND THAT “Bylaw Notice Enforcement Bylaw, 2018, No. 8675, Amendment Bylaw, 2020, No. 8756” (Smoking Penalties) be considered.

CARRIED UNANIMOUSLY

BYLAWS – FIRST, SECOND AND THIRD READINGS

5. “Smoking Regulation Bylaw, 1998, No. 7026, Amendment Bylaw, 2020, No. 8754” (Text Amendments)

Moved by Councillor McIlroy, seconded by Councillor Girard

THAT “Smoking Regulation Bylaw, 1998, No. 7026, Amendment Bylaw, 2020, No. 8754” (Text Amendments) be given first and second readings.

CARRIED UNANIMOUSLY

Moved by Councillor McIlroy, seconded by Councillor Girard

THAT “Smoking Regulation Bylaw, 1998, No. 7026, Amendment Bylaw, 2020, No. 8754” (Text Amendments) be given third reading.

CARRIED UNANIMOUSLY

6. “Ticket Information Utilization Bylaw, 1992, No. 6300, Amendment Bylaw, 2020, No. 8755” (Smoking Penalties)

Moved by Councillor McIlroy, seconded by Councillor Girard

THAT “Ticket Information Utilization Bylaw, 1992, No. 6300, Amendment Bylaw, 2020, No. 8755” (Smoking Penalties) be given first and second readings.

CARRIED UNANIMOUSLY

Moved by Councillor McIlroy, seconded by Councillor Girard

THAT “Ticket Information Utilization Bylaw, 1992, No. 6300, Amendment Bylaw, 2020, No. 8755” (Smoking Penalties) be given third reading.

CARRIED UNANIMOUSLY

7. “Bylaw Notice Enforcement Bylaw, 2018, No. 8675, Amendment Bylaw, 2020, No. 8756” (Smoking Penalties)

Moved by Councillor McIlroy, seconded by Councillor Girard

THAT “Bylaw Notice Enforcement Bylaw, 2018, No. 8675, Amendment Bylaw, 2020, No. 8756” (Smoking Penalties) be given first and second readings.

CARRIED UNANIMOUSLY

Moved by Councillor McIlroy, seconded by Councillor Girard

THAT “Bylaw Notice Enforcement Bylaw, 2018, No. 8675, Amendment Bylaw, 2020, No. 8756” (Smoking Penalties) be given third reading.

CARRIED UNANIMOUSLY

REPORT

8. Vaping Product Advertisement Policy – File: 09-3900-01-0001/2020

Report: Manager, Bylaw Services, February 19, 2020

Moved by Councillor Girard, seconded by Councillor Bell

PURSUANT to the report of the Manager, Bylaw Services, dated February 19, 2020, entitled “Vaping Product Advertisement Policy”:

THAT “Vaping Product Advertisement Policy” be approved.

CARRIED UNANIMOUSLY

COUNCIL REPORT

Nil.

PUBLIC CLARIFICATION PERIOD

Mayor Buchanan declared a recess at 7:41 pm for the Public Clarification Period and reconvened the meeting immediately after.

COUNCIL INQUIRIES

Nil.

NEW ITEMS OF BUSINESS

Nil.

NOTICES OF MOTION

Mayor Buchanan submitted a Notice of Motion to the City Clerk regarding “Support in Light of Strata Insurance Concerns”.

CITY CLERK’S RECOMMENDATION

Moved by Councillor Girard, seconded by Councillor Valente

THAT Council recess to the Committee of the Whole, Closed session, pursuant to the *Community Charter*, Section 90(1)(e) [land matter] and 90(1)(k) [negotiations].

CARRIED UNANIMOUSLY

The meeting recessed to the Committee of the Whole, Closed session, at 7:42 pm and reconvened at 9:01 pm.

REPORT OF THE COMMITTEE OF THE WHOLE (CLOSED SESSION)

11. Kimpton Affordable Housing Units – 210 West 13th Street – File: 02-0890-20-0018/1

Report: Section Manager, Real Estate, February 18, 2020

Moved by Councillor McIlroy, seconded by Councillor Back

PURSUANT to the report of the Section Manager, Real Estate, dated February 18, 2020, entitled “Kimpton Affordable Housing Units – 210 West 13th Street”:

THAT Hollyburn Family Services Society be granted a 5 year extension to their lease with the City of North Vancouver for 6 housing units at 210 West 13th Street as non-market, affordable rental housing for North Vancouver seniors in need, on behalf of and at no ongoing operation cost to the City;

THAT notice of disposition be given in accordance with the *Community Charter*;

THAT the Mayor and City Clerk be authorized to execute the necessary documentation to give effect to this motion;

AND THAT the report of the Section Manager, Real Estate, dated February 18, 2020, entitled “Kimpton Affordable Housing Units – 210 West 13th Street”, remain in the Closed session.

CARRIED UNANIMOUSLY

12. 1301 Lonsdale Avenue Amenities and Offsite Enhancements – Update on Negotiations – File: 08-3010-01-0001/2020

Report: Director, Strategic and Corporate Services, February 19, 2020

Moved by Councillor McIlroy, seconded by Councillor Back

PURSUANT to the report of the Director, Strategic and Corporate Services, dated February 19, 2020, entitled “1301 Lonsdale Avenue Amenities and Offsite Enhancements – Update on Negotiations”:

THAT should staff be unable to finalize the long term lease for 6 parking stalls on the property of Hollyburn Properties Ltd., on terms and conditions that secure such stalls for 100 years, Council direct staff to forego the lease and proceed with the preparation of a landscape enhancement plan for the City Hall south forecourt while maintaining existing parking stalls on City lands adjacent to the lane;

AND THAT the report of the Director, Strategic and Corporate Services, dated February 19, 2020, entitled “1301 Lonsdale Avenue Amenities and Offsite Enhancements – Update on Negotiations”, remain in the Closed session.

CARRIED UNANIMOUSLY

REPORT OF THE COMMITTEE OF THE WHOLE (CLOSED SESSION) – Continued

13. Land Matter – File: 08-3360-20-0454/1

Report: Director, Community and Partner Engagement, February 24, 2020

Moved by Councillor Valente, seconded by Councillor Bell

PURSUANT to the report of the Director, Community and Partner Engagement, dated February 24, 2020, regarding a land matter:

THAT the action taken by the Committee of the Whole, Closed Session, be ratified;

AND THAT the wording of the recommendation and the report of the Director, Community and Partner Engagement, dated February 24, 2020, regarding a land matter, remain in the Closed session.

CARRIED UNANIMOUSLY

ADJOURN

Moved by Councillor McIlroy, seconded by Councillor Back

THAT the meeting adjourn.

CARRIED UNANIMOUSLY

The meeting adjourned at 9:02 pm.

“Certified Correct by the City Clerk”

CITY CLERK

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Office of the Mayor
CITY OF NORTH VANCOUVER
BRITISH COLUMBIA

Proclamation

STOP THE SEXUAL EXPLOITATION OF CHILDREN AND YOUTH AWARENESS WEEK

WHEREAS sexual exploitation of children and youth is criminal abuse and has lasting impacts on the victims, their families and our community; and

WHEREAS The 22nd annual Stop the Sexual Exploitation of Children and Youth Awareness Week in BC recognizes the importance of developing prevention, education, enforcement and intervention strategies to address the sexual exploitation of children and youth;

AND WHEREAS the City of North Vancouver supports the awareness week led by the Ministry of Public Safety and Solicitor General and will light up City Hall in fuchsia as a show of support;

NOW THEREFORE I, Linda Buchanan, Mayor of the City of North Vancouver, do hereby proclaim **March 9 to 15, 2020** as **STOP THE SEXUAL EXPLOITATION OF CHILDREN AND YOUTH AWARENESS WEEK** in the City of North Vancouver, the traditional territories of the Squamish and Tsleil-Waututh Nations.

So proclaimed on Monday, March 9, 2020

Linda C. Buchanan

Mayor Linda Buchanan



Office of the Mayor
CITY OF NORTH VANCOUVER
BRITISH COLUMBIA

Proclamation

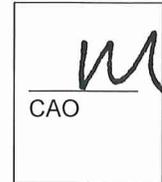
WORLD DOWN SYNDROME DAY

- WHEREAS** an estimated 45,000 Canadian citizens and approximately 1 in every 750 babies born in Canada today have Down syndrome; and
- WHEREAS** United Nations World Down Syndrome Day is a global awareness initiative that recognizes the meaningful contributions of individuals with Down syndrome, who are deserving of equal rights and opportunities to participate in society;
- AND WHEREAS** the City of North Vancouver supports inclusive environments which enhance the well-being of all individuals with Down syndrome and their ability to live, work and participate as fully included members of society alongside their friends, families and peers;
- NOW THEREFORE** I, Linda Buchanan, Mayor of the City of North Vancouver, do hereby proclaim **March 21, 2020** as **WORLD DOWN SYNDROME DAY** in the City of North Vancouver, the traditional territories of the Squamish and Tsleil-Waututh Nations.

So proclaimed on Monday, March 9, 2020

Linda C. Buchanan

Mayor Linda Buchanan



The Corporation of **THE CITY OF NORTH VANCOUVER**
FINANCE DEPARTMENT
REPORT

To: Mayor Linda Buchanan and Members of Council

From: Ben Themens, Director of Finance

SUBJECT: TAX RELIEF FOR SMALL BUSINESSES, NON-PROFITS, ARTS AND CULTURE GROUPS

Date: March 2, 2020 File No: 05-1610-01-0001/2020

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

RECOMMENDATION:

PURSUANT to the report of the Director of Finance, dated March 2, 2020, entitled "Tax relief for small businesses, non-profits, arts and culture groups":

THAT staff defer the implementation of tax relief options described in the newly tabled Provincial legislation until at least the 2021 taxation year;

AND THAT staff complete and report back to Council on steps and schedule of a potential implementation of tax relief options.

ATTACHMENT:

1. News Release from the Province of British Columbia concerning "Tax relief for small businesses, non-profits, arts and culture groups" dated February 24, 2020
2. "Backgrounder – Interim Business Property Tax Relief" submitted by the Province of British Columbia on February 24, 2020
3. Letter from Mayors to the Honourable Selina Robinson dated February 27, 2020
4. Letter from UBCM to the Honourable Selina Robinson entitled "Bill 10 – Municipal Affairs and Housing Statutes Amendment Act, 2020" dated February 28, 2020
5. Letter from the Honourable Selina Robinson to Mayors dated March 2, 2020

DISCUSSION:

The Province of British Columbia tabled a legislation concerning the above-mentioned subject on February 24, 2020. **Attachments 1 and 2** provide a news release and backgrounder concerning the legislation.

An Intergovernmental Working Group (IWG) that included members of various Provincial entities and CFO's of nine lower mainland municipalities had discussed the imminent submission of the legislation for a number of weeks prior to its presentation to the legislature and voiced concerns concerning the legislation.

Following the introduction of the legislation, the municipal members of the IWG drafted a letter to Minister Selina Robinson discussing the limitations of the legislation and main municipal concerns. The letter was presented to the Mayors of the municipalities included in the IWG for consideration and signed by them (**Attachment 3**). UBCM President, Mayor Maja Tait of the District of Sooke also signed the letter. Mayor Tait also followed up with a UBCM letter to Minister Robinson (**Attachment 4**).

As explained in Attachment 3, there are several concerns with regard to the newly introduced legislation. For instance, the following issues were noted:

- The timing of the legislation does not allow sufficient time to implement robust and fair processes and engage stakeholders adequately. The City would be providing tax exemptions without public consultation.
- If implemented, the legislation will translate into transferring taxes from one taxpayer to another so that total revenue from municipal and school taxes remains unchanged. Such situation results in some taxpayers receiving benefits and others paying for those benefits, further enhancing the need for public consultation prior to implementation.
- The proposed legislation also does not address the root cause of the problem that stems from the taxation of assessment related to future potential development passed down to triple net lease business operators. The legislation provides a tax exemption based on assessment value increase over a certain period not considering the cause of the increase. It lacks transparency and may not achieve its goal of providing tax relief to small businesses, arts, culture and non-profit organizations from large increases in property taxes created by development potential.
- The City could also be providing tax exemptions with unintended consequences such as businesses receiving tax relief for the wrong reasons, and struggling businesses and organizations ending up paying higher taxes. Based on proposed legislation, if a tenant on a triple net lease occupies the same property as a big box store, the entire property would receive the tax exemption due to private legal contractual agreements. However, a small mom-and-pop owner occupied and operated business will not be eligible to receive the exemption.

This will further result in small owner operated businesses potentially subsidizing big box stores.

Minister Robinson provided a reply to the Mayors' letter (**Attachment 5**). In it, she discusses the reasons that led her to propose an interim solution instead of targeting the implementation of Split-Assessment as proposed by IWG and UBCM.

The Minister states:

“Such a significant change [Split-Assessment] would also require us to work with representatives from UBCM and from communities across the province to be sure we have a full understanding of the potential implications for communities that were not involved in the initial assessment of this proposal. None of these steps could be rushed.”

Based on this statement, it seems that the Province believes that the implementation of Permissive Exemption by municipalities does not require or requires limited public consultation while Split-Assessment would require significant consultation.

The Minister adds:

“I will not suggest that the Interim Business Property Tax Relief Program is a perfect long-term solution – that is why it is an interim measure – but it is the only viable option to give small businesses the relief they need for the 2020 tax year.”

The Province believes that the relief program can be implemented in the next few weeks and that it is the only option to provide relief this year. The municipalities consider that given the time constraint, the program cannot be implemented equitably particularly, without proper public consultation.

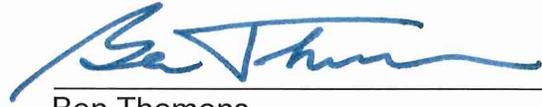
The Minister further states:

“Staff are already in contact with a number of municipalities that are looking at options for how to use this tool to provide relief for a number of affected properties. I strongly encourage you to consider doing the same for at least the hardest hit properties for 2020 – we all know the many stories out there that provide clear evidence of how desperately small businesses need relief.”

The Province again seems to believe that municipalities can identify, select and target a number of properties and use the legislation to provide tax relief to these specific properties. As discussed above, municipalities are concerned that the legislation will have unintended consequences such as businesses receiving tax relief for the wrong reasons, and struggling businesses and organizations ending up paying higher taxes.

Given the above, staff recommends that, similarly to many other municipalities, the implementation of the permissive tax exemption mechanism provided through the proposed provincial legislation be deferred until at least 2021. This will provide staff with the opportunity of further reviewing the legislation, reporting findings to Council and potentially proceeding with public consultations.

RESPECTFULLY SUBMITTED:



Ben Themens
Director of Finance



NEWS RELEASE

For Immediate Release
2020MAH0032-000322
Feb. 24, 2020

Ministry of Municipal Affairs and Housing

Tax relief for small businesses, non-profits, arts and culture groups

VICTORIA – A new Interim Business Property Tax Relief program will allow local governments to provide immediate property tax relief for the 2020 tax year.

This relief will apply to small businesses and non-profits, as well as arts and culture organizations, that are struggling with high lease costs as a result of years of rapidly increasing property values.

“Years of an out-of-control real estate market have resulted in unexpected tax spikes for many small businesses that pay property taxes as part of their commercial leases,” said Selina Robinson, Minister of Municipal Affairs and Housing. “People have been asking for help, and today we’re offering a way for local governments to provide that help. This new program empowers local governments to provide immediate relief to the small businesses and organizations most affected by skyrocketing property taxes in their communities.”

Recognizing the challenges look different in each municipality, this tax relief program will allow municipalities to exempt, by bylaw, a portion of the assessed value of those properties most affected by this issue in a way that works for their community.

The changes enable significant relief for small businesses and others who have been calling for changes for over a decade. It will reduce the taxes paid by these properties, reducing lease costs for tenants with triple-net leases. The legislation gives municipalities maximum flexibility to tailor the way they identify properties in need of relief in their communities and to set the amount of tax exemption for selected properties.

To help communities meet the timeline to deliver relief for the 2020 tax year, ministry staff have worked with interested communities since advance notice of the legislation was given in January. The Province has worked with municipalities to help them prepare for implementation and will further support them by providing a model bylaw, staff advice, a user guide and procedural changes.

This program is an interim solution while the Province continues to work with local governments and the Union of British Columbia Municipalities, as well as business and community stakeholders on a permanent solution that will work for communities of all sizes throughout the province.

This legislation, the municipal affairs and housing statutes amendments act, also introduced four other minor amendments to the Assessment Act, Local Government Act, Community Charter and the Vancouver Charter.

Quotes:

Michael Hind, CEO, Tri-Cities Chamber of Commerce –

“We appreciate the provincial government's efforts to address the large commercial-property tax increases threatening many small businesses around B.C., including in the Tri-Cities. The proposed interim measures are a step in the right direction, but we continue to stress the need for the provincial government to develop a comprehensive long-term solution.”

Brian McBay, executive director, 221A and chair, City of Vancouver Arts and Culture Advisory Committee, Cultural Spaces Committee –

“Vancouver is being emptied out of music and performing art venues, art galleries and artist studios. The city reported over 20 cultural spaces with approximately 400 artists were closed in the last year. The cultural sector is in a crisis and the Province’s tax measures are the right step toward halting the closure of art spaces that bring joy and humanity to our democracy.”

Learn More:

For more information about the municipal affairs and housing statutes amendment act, visit: <https://news.gov.bc.ca/21630>

A backgrounder follows.

Contact:

Ministry of Municipal Affairs and Housing
Media Relations
778 584-1255

Connect with the Province of B.C. at: news.gov.bc.ca/connect

BACKGROUND

For Immediate Release
2020MAH0032-000322
Feb. 24, 2020

Ministry of Municipal Affairs and Housing

Key elements of Interim Business Property Tax Relief program

The Interim Business Property Tax Relief legislation sets standard requirements that all local governments implementing it should meet, while offering significant flexibility to tailor their approach beyond these basic requirements.

This basic framework requires a property to be assessed in a commercial class – Class 5 (Light Industry), Class 6 (Business and Other) or a combination of the two – and have at least one tenant responsible for all or a portion of the property taxes to qualify for the exemption.

Local governments that choose to use the legislation will need to pass a bylaw to set further parameters to identify properties where the taxes have increased significantly due to a spike in land value in their communities. Those parameters include:

- a base tax year of 2015 or later to use as comparison to the current taxation year. For example, a municipality where property values began to spike in 2017 could choose 2016 as the base year.
- a minimum percentage of increase in commercial land value since the chosen base year. For example, a municipality can determine that the land value of the commercial portion of the property (Class 5/6) for 2020 must be 50% higher than it was in a 2016 base year to qualify;
- a minimum percentage of the total property value that must be land value. For example, a municipality can require that in order to qualify for the exemption, 80% of the property's total assessed value must be the value of the land (not the building); and
- the percentage of the exemption by property, area or kind. For example, a municipality can decide that eligible properties in neighbourhood B will receive a 10% exemption on the commercial portion (Class 5/6) of the property.

To support local governments wanting to implement this tool this year, the Province has extended the deadline for when communities must have their bylaw passed to April 22, rather than March 31, 2020, and is providing them with staff advice, a model bylaw and a user guide.

Municipalities will be required to publish the public notice of the bylaw only once, instead of twice. Third reading and adoption of the bylaw can happen on the same day.

Contact:

Ministry of Municipal Affairs and Housing
Media Relations
778 584-1255

BACKGROUND INTERIM BUSINESS PROPERTY TAX RELIEF

POTENTIAL BENEFITS

- If passed, the legislation would enable municipalities to provide immediate, short-term property tax relief for commercial property tenants who have been struggling for years with unexpected and significant property tax increases, particularly small businesses, non-profits and arts and culture organizations.
- If municipalities choose to use the tool, they would be able to exempt, by bylaw, a portion of the commercial (Class 5 – Light Industry and Class 6 – Business and Other) property value from taxation; this would result in lower property taxes for commercial lessees who are required to pay all or a portion of these taxes under the terms of their leases.

DURATION OF THE INTERIM SOLUTION

- This legislation would allow municipalities to give targeted relief for up to five years (through the 2024 tax year), while the Province continues to work with local governments and key stakeholders on a permanent solution.
- However, we do not think it will take five years to find a permanent solution that works for everyone; once we introduce a longer-term mitigation strategy, this interim solution would be rescinded, and the permanent fix would replace it.

SUPPORT FOR MUNICIPALITIES

- To help municipalities meet the tight timelines for 2020, we pre-announced the legislation and have been engaged in several outreach efforts with interested municipalities under the terms of non-disclosure agreements. We also extended the bylaw adoption deadline and adjusted notification and adoption requirements for 2020, and BC Assessment is providing property data when requested so municipalities can run some preliminary numbers.
- As well, we have prepared a user guide, model bylaw and sample notice to provide further support for implementation.
- If your municipality is interested in implementing the Interim Business Property Tax Relief program for 2020, please contact Brian Currie at Brian.Currie@gov.bc.ca or (250) 356-6075 for more information.

ELIGIBILITY REQUIREMENTS

- The legislation would have a basic framework requiring a property to be assessed as commercial and occupied by at least one commercial tenant responsible for property taxes in whole or in part, the amount of which varies with the amount of tax imposed.

- The legislation would also require a municipality to set certain criteria thresholds properties would have to meet to be eligible for this exemption. This is to ensure municipalities have flexibility and autonomy in addressing their unique community needs, at the local level. These include:
 - Base year (2015 or any year thereafter), to use as comparison to the current tax year;
 - Percentage increase in assessed Class 5/6 land value over base year (e.g., the combined Class 5/6 land value for 2020 must be 50% higher than it was in 2015);
 - Minimum land value percentage of total assessed value (e.g., for the current tax year, the portion of the total assessed value of the property attributable to land must be 80%); and
 - Percentage of the exemption by property, area or kind (e.g., all properties in neighbourhood X receive a 10% exemption).
- This issue looks very different in each community. A top-down, blanket approach from the Province would be moving in the wrong direction; municipalities are in the best position to address the issue in their communities and determine what specific properties need relief.
- It would be up to municipalities to determine annually which properties are eligible and the amount of the exemption.

MUNICIPAL TAX REVENUE IMPLICATIONS

- Municipalities would be able to decide whether to give up the municipal tax revenues those properties would have generated or redistribute the tax burden within or among classes by adjusting tax rates.

INTERIM SOLUTION VS. SUB-CLASS PROPOSAL

- Introducing a new sub-class would have further complicated an already complex assessment system, required a new methodology for valuing “development potential”, and was legislatively challenging to implement. Precedent-setting changes to the assessment system need to be done thoughtfully and with great care as they have a significant impact and potential for unintended consequences.
- The UBCM resolution was only endorsed by a small margin (54% Yes, 46% No) and while it reflects a strong desire on the part of municipalities to provide relief to small businesses, it was also clear that there was significant concern about whether that approach would work for all municipalities, not just those in Metro Vancouver.
- This interim solution would allow municipalities to give businesses and organizations immediate relief while the Province continues to work with local governments and key stakeholders to develop a permanent solution that works for everyone.

FLOW-THROUGH TO SCHOOL TAXES

- This exemption would flow through to school taxes.
- Municipalities would be required to raise the same amount of school tax revenue as would have been raised without the exemption by adjusting school tax rates for Class 5 and/or Class 6.

February 27, 2020

The Honourable Selina Robinson
Minister of Municipal Affairs and Housing
PO Box 9056 Stn Prov Govt
Victoria, BC V8W 9E2

Dear Minister Robinson:

We appreciate the Province's efforts to address the property tax issues being faced by small businesses and arts, culture and non-profit organizations in our communities.

Property tax reform is greatly needed as hundreds of small businesses and our community partners are impacted by property taxation on development potential for properties that are not developed to their highest and best use.

The interim property tax relief legislation announced on February 24, 2020 by the Province does not address property taxation on development potential. As well, it poses multiple implementation challenges including:

- The timing of the legislation does not allow sufficient time to engage stakeholders in a meaningful way, or to put processes in place to implement the legislation;
- The data required to address the criteria of the legislation is not readily available; and
- There could be unintended consequences such as businesses receiving tax relief for the wrong reasons, and struggling businesses and organizations end up paying higher taxes.

(A more detailed analysis of the challenges is provided in the attached Appendix.)

Further, we are concerned the proposed legislation will raise unrealistic expectations amongst small business, arts, culture and non-profit communities about the extent to relief to be provided which will likely result in additional public outcry and confusion.

We respectfully request the province to continue to work as part of the Intergovernmental Working Group (IWG) on implementing split assessment through a new commercial sub class - split assessment.

This split assessment approach was recommended by the entire IWG as the most viable approach as:

- It addresses the root cause of the problem by allowing municipalities to tax existing use versus development potential differently;
- It offers a common platform for municipalities while allowing a high degree of flexibility, scalability and customization, similar to the intent behind a permissive exemption. Municipalities can decide whether or not to use the tool and determine the eligibility requirement, tax rate and duration of the tax relief by-laws; and
- It is more transparent and straight-forward to administer than the proposed permissive exemption approach.

For the past year and a half, chief financial officers from various municipalities worked with senior staff from the Ministry of Municipal Affairs and Housing, as well as the Ministry of Finance and BC Assessment, as part of the IWG to review the development potential issue. In May 2019, the IWG submitted a recommendation for split assessment. The IWG agreed this was the most targeted approach to address the core issue - taxes on development potential - impacting small business, arts, culture and non-profit organizations.

The need for split assessment arises due to properties being assessed at highest and best use. As Metro Vancouver cities grow and evolve, official community plans (OCP) and neighborhood plans are developed to set out 20-25 year plans to densify communities to support anticipated population and job growth, and to expand commercial and light industrial space. As OCPs and neighborhood plans are implemented over time, certain properties will continue their existing use for a number of years until redevelopment occurs, while their assessed value reflects a higher and better future use as per OCPs/neighborhood plans.

At present, there is no property class for this future development potential as a type of use. Existing use value and the future development potential value is aggregated into the same property class. As a result, local governments cannot set different tax rates for existing use versus future development potential. This limitation has significantly impacted the viability of local independent businesses as well as the arts, culture and non-profit sectors, particular for tenants on triple net leases. The split assessment recommendation would create a sub class for this future development potential.

Moreover, the split-assessment recommendation proposed by the IWG would be enabling legislation that would only have to be adopted by municipalities that

choose to use it, similar to the proposed interim solution. As well, it will not result in tax shift across municipalities - for municipalities that choose to use split assessment, any tax reallocation will be confined within the municipality.

In summary, while the interim solution put forward by the Province may satisfy the desire to put a mechanism in place for the 2020 tax year, given the challenges expressed above, the undersigned Mayors do not support the interim permissive property tax exemption legislation.

We respectfully request that the Province continue to work with the IWG on implementing split assessment through a new commercial sub class, in order to address the property tax impacts of development potential.

If you have any questions or concerns about the contents of this letter, please feel free to reach out to any of the signatories in this letter.

Sincerely,



Mayor Kennedy Stewart
City of Vancouver



Mayor Richard Stewart
City of Coquitlam



Mayor Mike Little
District of North Vancouver



Mayor Maja Tait
District of Sooke



Mayor Linda Buchanan
City of North Vancouver



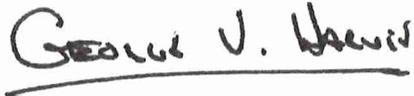
Mayor Mary-Ann Booth
City of West Vancouver



Mayor Malcolm Brodie
City of Richmond



Mayor Mike Hurley
City of Burnaby



Mayor George V. Harvie
City of Delta



Mayor Rob Vagramov
City of Port Moody



Mayor Doug McCallum
City of Surrey

Appendix: Challenges With Interim Property Tax Relief Legislation

Key challenges municipalities are facing with the Province's interim property tax relief legislation include:

Public Consultation

- Similar to the Province needing more time for consultation across British Columbia before implementing split assessment, municipalities need time for public consultation and engagement with stakeholders prior to implementing any solution including a permissive tax exemption. Among other things, the public and stakeholders need to understand how and who can qualify for an exemption and the impacts of a permissive exemption.
- The proposed legislation will result in a transfer of the tax burden of both municipal and school taxes among taxpayers. Municipalities will be required to collect the same amount of school tax, which means the tax rate will have to be adjusted, resulting in a redistribution of the tax burden for school taxes. Municipalities will either have to collect less tax, or redistribute the tax burden among taxpayers.
- A structured policy is required to determine who receives benefits, the amount of the benefits, and who pays for the benefits. Time for proper consultation is critical to enable staff and elected officials to understand the issues and answer questions as to why some businesses receive benefits and others don't. This is particularly important as the proposed legislation is not based on development potential, something that the public is keenly aware of and understands. An appropriate public consultation process will ensure that the opinions of all those impacted are considered when creating changes.

Lack of Required Data to Meet Criteria as per Proposed Legislation

- There is no common definition of "small business" for property assessment/taxation purposes.
- Private legal contractual agreement information and other owner/operator versus tenant data is not available from BC Assessment or other sources except private sources.
- A process to validate lease agreements to ensure only those with triple net leases are receiving the exemption is required and there is insufficient time to implement such a policy.

Unintended Consequences and Risks

- The proposed permissive exemption that segments the business class on such a short time frame without sufficient public consultation and proper due diligence creates risks for city councils such as potential legal challenges, error and omission in inclusion/exclusion of properties, and undetermined impacts on tax revenues
- Risk of the small businesses, arts culture and non-profit organizations subsidizing big box/chain stores is a major concern. Based on proposed legislation, if a tenant on a triple net lease occupies the same property as a big box store, the entire property would receive the tax exemption due to private legal contractual agreements. However, a small mom-and-pop owner occupied and operated business will not be eligible to receive the exemption. This will result in small owner-operated businesses potentially subsidizing big box stores.
- The original intent was to provide relief to small businesses, arts, culture and non-profit organizations from large increases in property taxes created by development potential. The interim solution risks placing additional tax pressures on some of these properties and ultimately, there is insufficient time to address these risks.

February 28, 2020

The Honourable Selina Robinson
Minister of Municipal Affairs and Housing
PO Box 9056 Stn Prov Govt
Victoria, BC
V8W 9E2

Dear Minister Robinson:

Re: Bill 10 – *Municipal Affairs and Housing Statutes Amendment Act, 2020*

On behalf of the Union of BC Municipalities, I am writing to express concerns about Bill 10 introduced by your government on February 24, 2020. While UBCM agrees that there is a need to address the property tax challenges facing small businesses and arts, culture and non-profit groups, we do not agree on the proposed solution, as outlined within Bill 10.

As you are aware, our membership recommended a different path forward with the endorsement of resolution *B78 Support for Small Business and Creation of a non-Residential Sub Class in Property Tax Assessment* at the 2019 UBCM Convention. The enactment clause of B78 is as follows:

Therefore be it resolved the Province of British Columbia work with municipalities to make the necessary legislative and regulatory changes to enable implementation of the “Split Assessment through a New Commercial Sub-Class” approach in time for 2020 to enable municipalities to lower commercial property tax rate on properties where development potential has made it difficult to operate and provide the much needed relief for smaller businesses and the arts, culture and non-profit sectors.

Instead of asking for a property tax exemption, our members sought the establishment of a new commercial sub class that would provide for a split assessment. This process would allow municipalities to tax the existing use differently from the development potential or “highest and best use”. This split assessment approach was also recommended in May 2019 as the proposed solution by the Intergovernmental Working Group (IWG) that was established to work with provincial staff on this file.

Member municipalities involved in that IWG have recently advised that they do not support the interim permissive property tax exemption legislation. As UBCM President, I agreed to become a signatory to their February 27, 2020 letter recognizing that this is not the solution that BC local governments requested.

While we appreciate the Province's desire to act quickly and find a solution for the 2020 tax year, the proposed interim property tax relief legislation is fraught with many challenges, as outlined in the Appendix to the February 27th letter from metro mayors. And upon closer review of the legislation UBCM has flagged the obligations to keep school taxation whole; and other negative consequences that may result if one community adopts the enabling legislation and another doesn't or if it is implemented differently in one municipality compared to another.

UBCM is also concerned about the lack of consultation and engagement on Bill 10. At a meeting earlier this year, UBCM was advised of the approach that would be taken by the Province, but were not consulted. And, while UBCM is very supportive of the extensive work that has been undertaken by the IWG members, this group is not representative of all BC local governments.

On behalf of UBCM, we would encourage the Province to take direction from endorsed resolution 2019-B78 and the recommendations from the IWG and continue to work to find a permanent fix to this problem by fully exploring the option of establishing a new commercial sub class.

Sincerely,

A handwritten signature in black ink, appearing to read 'Maja Tait', written in a cursive style.

Mayor Maja Tait
UBCM President



March 2, 2020

Ref: 252481

His Worship Mayor Kennedy Stewart
City of Vancouver
453 West 12th Ave
Vancouver BC V5Y 1V4

His Worship Mayor Malcolm Brodie
City of Richmond
6911 No. 3 Rd
Richmond BC V6Y 2C1

His Worship Mayor Richard Stewart
City of Coquitlam
3000 Guildford Way
Coquitlam BC V3B 7N2

His Worship Mayor Mike Hurley
City of Burnaby
4949 Canada Way
Burnaby BC V5G 1M2

His Worship Mayor Mike Little
District of North Vancouver
355 West Queens Rd
North Vancouver BC V7N 4N5

His Worship Mayor George V. Harvie
City of Delta
4500 Clarence Taylor Crescent
Delta BC V4K 3E2

Her Worship Mayor Maja Tait
District of Sooke
2205 Otter Point Road
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His Worship Mayor Rob Vagramov
City of Port Moody
100 Newport Dr
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Her Worship Mayor Linda Buchanan
City of North Vancouver
141 West 14th St
North Vancouver BC V7M 1H9

His Worship Mayor Doug McCallum
City of Surrey
13450 – 104 Ave
Surrey BC V3T 1V8

Her Worship Mayor Mary-Ann Booth
District of West Vancouver
750 – 17th St
West Vancouver BC V7V 3T3

.../2

Dear Mayors:

Thank you for your letter of February 27, 2020, regarding our efforts on property tax reform.

I know that we share a similar concern regarding the risk to small businesses and arts, culture and non-profit organizations from rising property assessments associated with development potential.

While this is an issue that dates back many years and has been raised by business organizations for more than a decade, I know that we all have been working extremely hard on this over the past year. I would like to thank your staff members for their engagement and work through the Intergovernmental Working Group (IWG), made up of government representatives from several Lower Mainland communities. I am also pleased that provincial staff were able to provide assistance to the local government representatives working on the IWG as they sought to explore options to mitigate the challenge of rising property assessment valuations and taxation.

My father was a small business owner. I understand how tough things can be for small businesses and other organizations in triple-net lease situations, especially in the face of an out-of-control real estate market. For too long, many business owners and arts and culture groups have been struggling with the impact of rising property taxes on their lease payments because of skyrocketing prices and speculation.

My priority in tackling this challenge has always been delivering relief for these small businesses and other organizations as quickly as possible. As soon as we received your Split-Assessment proposal in May 2019, specialists from the Ministry of Municipal Affairs and Housing, Ministry of Finance, and BC Assessment undertook a comprehensive review to determine the proposal's viability and any opportunity to implement the initiative on a timely basis.

By early fall, they determined it was not possible to bring in the split assessment proposal in time for the 2020 tax year. As we shared with you last fall, adoption of the proposal would represent a fundamental change to our property assessment system, requiring substantial legislative amendments. In addition, BC Assessment would also have to develop entirely new valuation methodologies and undertake property specific assessment across many thousands of individual properties in Metro Vancouver and other areas of the province.

Such a significant change would also require us to work with representatives from UBCM and from communities across the province to be sure we have a full understanding of the potential implications for communities that were not involved in the initial assessment of this proposal. None of these steps could be rushed. Staff were also concerned about the potential for the proposal to result in increased appeals and litigation, all of which would present risks to both local government revenues and property taxpayers.

Faced with this, we then had a choice: do nothing for the 2020 tax year and leave businesses to suffer or develop an interim solution – a temporary measure to provide municipalities with a way to deliver some relief to those hardest hit, while we all continue to work together urgently on a permanent fix.

Passing up the opportunity to deliver help for 2020 was not an option. I will not suggest that the Interim Business Property Tax Relief Program is a perfect long-term solution – that is why it is an interim measure – but it is the only viable option to give small businesses the relief they need for the 2020 tax year.

Our government remains committed to implementing a permanent fix, and a version of your split assessment proposal is one of the options under consideration. My staff and I will continue to work with the IWG, other local governments across B.C., and small businesses, non-profits and arts and culture organizations to develop a permanent solution to this challenge as quickly as possible.

That said, I also want to highlight the many ways that your split assessment proposal did inform the design of the Interim Business Property Tax Relief Program (under Bill 10). Elements of the legislation have been structured to reflect, to the greatest extent possible, the intended outcomes and processes advocated by the IWG. Notably, both approaches:

- Are enabling, not directive, allowing local governments to choose whether to use the legislation, and implemented through an annual bylaw at the local government level;
- Use BC Assessment's existing market value property assessment data to identify those properties most impacted by raising property values;
- Use BC Assessment's market value data to select those specific individual properties that would be eligible for relief; and
- Allow local governments to decide whether to forego the municipal tax revenue or shift the tax revenues to other ratepayers.

I appreciate that there is significant work ahead for municipalities to implement this for 2020, and I want to reassure you that we will continue to offer support for implementation. Staff are already in contact with a number of municipalities that are looking at options for how to use this tool to provide relief for a number of affected properties. I strongly encourage you to consider doing the same for at least the hardest hit properties for 2020 – we all know the many stories out there that provide clear evidence of how desperately small businesses need relief.

For those implementing it, my commitment is that we will be there every step of the way. That is why we gave advance notice of the legislation and started work early with your municipal staff to help support implementation. It is also why we have a model bylaw, sample notice and user guide available to you, along with the necessary BC Assessment data sets to help you narrow your focus on those properties most in need of relief. We also extended the deadline to adopt bylaws to April 22 based on feedback from your municipal staff, and have made a number of procedural changes to speed up adoption of the bylaws.

While this issue has been raised by businesses for a decade, we now have an opportunity to help small businesses and others who need relief this year. I hope you will all work with us to deliver relief where possible for small businesses and organizations in your communities for 2020, as we continue to work together on a permanent solution that will work for communities throughout B.C.

Sincerely,

A handwritten signature in black ink, appearing to read 'S. Robinson', written in a cursive style.

Selina Robinson
Minister



 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, Deputy Director, Community and Partner Engagement

Subject: INTER-MUNICIPAL BUSINESS LICENCE BYLAW FOR RIDE-HAILING

Date: February 26, 2020 File No: 09-3900-02-0001/2020

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

RECOMMENDATION

PURSUANT to the report of the Deputy Director Community and Partner Engagement, dated February 26, 2020, entitled “Inter-Municipal Business Licence Bylaw for Ride-Hailing”:

THAT “Inter-Municipal Transportation Network Services Business Licence Agreement Bylaw, 2020, No. 8766” be considered and referred to a Public Meeting;

THAT “Inter-Municipal Transportation Network Services Business Licence Scheme Bylaw, 2020, No. 8767” be considered and referred to a Public Meeting;

AND THAT notification be circulated in accordance with the *Community Charter*.

ATTACHMENTS

1. Report to Council dated November 27, 2019 entitled “Proposed North Shore Ride-Hailing Licensing and Regulatory Framework” (Doc [#1861972](#))
2. Shared Principles for a Regional IMBL (Doc [#1868596](#))
3. Participating municipalities (Doc [#1885023](#))
4. Proposed Inter-Municipal Transportation Network Services Business License Agreement Bylaw, 2020, No. 8766 (Doc [#1882772](#))
5. Proposed Inter-Municipal Transportation Network Services Business Licence Scheme Bylaw, 2020, No. 8767 (Doc [#1882802](#))

PURPOSE

The purpose of this report is to introduce and seek Council support for the City of North Vancouver's participation in a new Inter-Municipal Business Licence Bylaw (IMBL) for Transportation Network Services (TNS) – Ride-Hailing for Region 1. Considerations for curbside management, data collection and enforcement and their related City Bylaw amendments will be dealt with in a separate report.

BACKGROUND

Provincial legislation in force since September 2019 has reduced the municipal authority to regulate Passenger Directed Vehicles (PDV) such as taxis, limousines and ride-hailing vehicles. The Province now has sole authority to regulate company fleet size and operational boundaries, to set vehicle standards, and to issue driver Chauffeur Permits.

While the Province's new regulations surrounding PDV activities limit the role of municipalities in establishing local regulations, municipalities retain authority to:

- Issue business licences;
- Set business licence requirements; and
- Regulate business activities, such as street and curb use and pick-up and drop-off locations, through Bylaws.

The Province regulates Passenger Directed Vehicles through the Passenger Transportation Act, the Motor Vehicle Act and the Commercial Transportation Act. Companies that operate passenger directed transportation services are licensed by the independent, provincially appointed BC Passenger Transportation Board (PTB). Municipalities may issue business licences to companies once those companies have been licensed by the PTB.

The PTB has the authority to determine operating boundaries and has established a regional, cross-municipal approach to ride-hailing. The City of North Vancouver is part of Region 1 (Whistler-Lower Mainland) comprised of 32 municipalities.

On December 9, 2019, City Council directed staff to develop a North Shore regulatory framework for ride-hailing (Transportation Network Services) with the Districts of North and West Vancouver (see Attachment #1):

PURSUANT to the report of the Manager of Transportation Planning, the North Shore Mobility Options Coordinator, and the Manager of Business and Community Partnerships, dated November 27, 2019, entitled "Proposed North Shore Ride-Hailing Licensing and Regulatory Framework":

THAT Council endorse the proposed framework for licensing and regulating ride-hailing services across the North Shore outlined in this report;

AND THAT staff report back with necessary bylaw amendments to enable ride-hailing services per the proposed licensing and regulation framework outline in this report.

The proposed North Shore IMBL approach would have been an interim measure until such time that a regional framework was in place.

On December 12, 2019 the Mayors' Council directed TransLink to facilitate an expedited IMBL development process with Region 1 municipalities with agreement on Bylaw terms by January 31, 2020.

Region 1 municipalities commenced work in late December 2019. An IMBL staff Working Group was established and met weekly throughout the month of January 2020 to develop the proposal for an IMBL for ride-hailing.

The purpose of the Working Group was to:

- Develop an Inter-Municipal Business Licence for ride-hailing for Region 1, including making decisions regarding agreed upon terms for a draft Bylaw;
- Ensure that participating municipalities' concerns regarding the IMBL are reflected in the discussion and decision-making of the Working Group;
- Jointly prepare a draft Bylaw and supporting documentation such as sample staff reports to be used by participating municipalities;
- Present the draft Bylaw to each of the participating municipal Councils; and
- Jointly develop common messaging for use by Working Group participants in their respective communications materials.

Attachment #2 outlines the shared principles that were agreed to by the Working Group to guide the preparation of the Regional IMBL.

TransLink and the Ministry of Municipal Affairs and Housing jointly fulfilled the role of the Working Group Secretariat. The role of Secretariat included organizing and circulating agendas, organizing meeting logistics, minute-taking, recording of resolutions and vote outcomes, actioning follow-up items and reminders and circulating items to Working Group members.

The terms of the IMBL were developed collectively by the participating municipalities in a fast-tracked process. Attachment # 3 provides a list of the "participating municipalities". The proposed IMBL regulatory framework includes two parts:

- a) A Bylaw to enter into an agreement among participating municipalities regarding an Inter-municipal Transportation Network Services Business (TNS) Licensing Scheme (Attachment #4); and
- b) The Bylaw for the Inter-municipal TNS Business Licence Scheme (Attachment #5).

The proposed IMBL Bylaws establish licensing authority; licence fee and structure; licence conditions; and licence fee revenue sharing among participating municipalities. They represent the outcome of two-thirds majority based voting undertaken by the IMBL Working Group members.

Participating municipalities will bring reports to their respective Councils in February and March 2020, recommending approval of the Bylaws as presented. If approved, the IMBL will take effect on April 1, 2020 for the participating municipalities.

DISCUSSION

Because the terms of the proposed ride-hailing IMBL were developed on a compressed timeline, they should be considered as interim. Staff of participating municipalities will continue to collaborate over the coming months on opportunities for future refinement toward a permanent IMBL. For example, there may be opportunities to further incentivize wheelchair accessible or zero emission vehicles, and to adjust the licence fee structure. As more companies are licensed and staff better understand the true costs for licensing and for monitoring industry impacts, such changes can be considered.

The draft IMBL Bylaws establish the following:

Licensing Authority

The City of Vancouver will be the licensing authority for the IMBL which means that all ride hailing companies will need to obtain a licence from Vancouver in order to conduct ride hailing business in any of the participating Region 1 municipalities.

Given the expedited timeframe to develop a licensing scheme, the Working Group agreed that The City of Vancouver is well positioned for this role as it has developed an infrastructure to support tracking and issuing TNS business licenses.

Licence Fee and Structure

The annual IMBL fee will be \$155 per company plus vehicle fees of:

- \$150 per vehicle
- \$30 per zero emission vehicle
- \$0 for wheelchair accessible vehicles

Proposed fees are set to be program cost recoverable and not to be prohibitive for companies.

The discounted fee for zero emission vehicles provides a meaningful incentive while acknowledging that they have an administrative cost and physical impact on streets. Wheelchair accessible vehicles are understood to be more expensive to purchase and maintain than non-accessible vehicles, and municipalities want to encourage their participation in ride-hailing as much as possible. Therefore, a \$0 per vehicle fee is proposed.

Licence fees are to be pro-rated to align with the City of Vancouver's calendar licensing structure.

Companies will self-report monthly, all new vehicles operating under their licence and whether they are standard, zero emission or wheelchair accessible. Once a vehicle has been reported and the associated fee paid, the vehicle may operate for the remainder of

the calendar year. Participating municipalities will be advised monthly of new vehicle additions, for the purposes of street use management.

The per-vehicle fee structure was agreed to as it can be implemented immediately; it enables incentives for specific vehicle types; and it is equitable among companies of all fleet sizes.

The per vehicle fee of \$150 was set with the aim of achieving administrative program cost recovery and recovery of costs to participating municipalities associated with monitoring business activity and impacts in their communities. Because ride-hailing is a new business type, the full costs of licensing and monitoring are not yet known. The licence fee is comparable to licensing fees in other Canadian jurisdictions such as the City of Calgary.

Licence Fee Revenue Sharing

Licence fee revenue will be shared among participating municipalities. The City of Vancouver will first retain funds sufficient to recover the costs of IMBL set up and administration of the IMBL. Remaining revenues will be shared based on the percent of total regional pick-ups and drop-offs that occur within each of their boundaries.

Year 1 of the IMBL program includes set-up costs that are expected to fall in subsequent years as the program is regularized. At the end of each licence year, the City of Vancouver will provide participating municipalities with a year-end account of costs, and revenue to be shared.

Licence Requirements

Companies will be required to comply with the municipal Bylaws and regulations of each participating municipality.

Each participating municipality will retain authority to enforce its own Bylaws, for example street and traffic regulations and also to suspend or cancel an IMBL. Because suspension or cancellation of a licence would affect all participating municipalities, staff in participating municipalities will establish a shared protocol for escalating enforcement prior to any municipality considering suspension or cancellation. This protocol will include communicating with the Provincial Registrar and Passenger Transportation Branch about on-going concerns with a company or vehicle.

The Province will be enforcing compliance with provincial regulations and licence conditions. Field investigations will be carried out by the Commercial Vehicle Safety and Enforcement (CVSE) Branch; the Registrar of the Passenger Transportation Branch is authorized to investigate and audit companies for issues including compliance with licence conditions and public safety. At this time, the number of provincial enforcement staff that will be assigned to address potential issues is not available.

Monitoring Industry Impacts – Access to Data

Access to detailed trip data is critical for municipalities in understanding the impact of ride-hailing in their communities at both the system-wide and street levels. At the street-level it can be used to establish solutions to mitigate safety concerns and congestion impacts. For example, identification of locations for supportive infrastructure like street

parking repurposed into ride-hailing pick-up and drop-off zones. It can also highlight locations that may require enforcement attention.

The BC Passenger Transportation Branch of the Ministry of Transportation and Infrastructure collects comprehensive vehicle and trip data from companies. In early February 2020, the Province determined that municipalities will be able to access this data on a regular, on-going basis through a Partnership Agreement with the BC Passenger Transportation Branch. Consequently, detailed trip data will not be a requirement of the IMBL; municipalities will benefit from access to provincial data and companies will benefit from not having to duplicate data submission efforts.

Public/Civic Agency Input

The Working Group held an industry information session on January 22, inviting the 17 TNS operators who had applied to the PTB to operate in Region 1 at that time. Participants were informed about the proposed IMBL framework, including specifics, such as fee structure and data requirements. At the time of the consultation, the proposed IMBL included data submission requirements that have since been removed. Fifteen of the applicants invited sent representatives.

In addition to the comments given during the information session, three companies submitted written comments following the session. The Working Group reviewed and considered all comments submitted.

The TNS industry representatives were generally appreciative of the expedited IMBL process, particularly as two of the applicants received PTB approval during the process and had a more urgent need for an IMBL.

The key concerns heard by the working group were:

- Fee structure and smaller operators: The Working Group heard concerns that the fee structure disadvantaged smaller operators who are less able to absorb the per-vehicle charges compared to larger operators.
- Fee structure and TNS fluidity: The Working Group heard concerns that the way that fees are charged – based on vehicles that sign on with the company rather than number of vehicles in operation – do not match the fluid nature of the ride-hailing industry which tends to have high driver turnover.
- Data requirements and granularity: The Working Group also heard concerns about the level of granularity required for data submissions, with respect to customer privacy.

The Working Group will take key concerns 1 and 2 under advisement and consider options to address these concerns as part of the ongoing development of a permanent IMBL. The concerns are significant enough and industry perspectives varying enough that further work and consultation is required, and was not possible prior to the January 31 deadline for the interim IMBL.

Regarding data requirement concerns, the Working Group has since determined that detailed data submission will not be required as part of the IMBL. Municipalities will

access provincially collected data through a Partnership Agreement with the Provincial Transportation Branch.

Bylaw Provisions not supported by Council

The terms proposed in the IMBL for ride-hailing have been developed and agreed to by staff from the municipalities that participated in the Working Group. The intent was to develop a standard Bylaw that would apply to all participating municipalities that would allow the issuance of one business licence per ride-hailing company. Should Council seek to amend the terms of the Bylaws at this time, further consultation with all participating municipalities would be required. Consequently, the proposed effective date for implementation of the licence, April 1, 2020 would likely be delayed.

The IMBL will be effective in all participating municipalities that adopt the Bylaws and enter into the agreement. If Council chooses not to adopt the Bylaws as presented, the City of North Vancouver will not be part of the IMBL and ride-hailing companies will not be able to operate under the IMBL in the City.

Next Steps

Should the proposed IMBL Bylaws be approved by Council and by other participating municipalities, the City of Vancouver is prepared to issue IMBL licences on April 1, 2020, prepare invoices and set-up revenue distribution.

Staff of participating municipalities will monitor effectiveness and consider refinement of terms over the coming months toward a permanent IMBL. For example, there may be opportunities to further encourage wheelchair accessible or zero emission vehicles. The Working Group will also review the suggestions made by industry representatives noted earlier in this report. As more companies are licensed and staff come to better understand the licensing costs and monitoring industry impact, such changes may be considered.

In considering adjustments to the ride-hailing IMBL, staff will consider opportunities to include limousines as they are also authorized by the PTB to operate across municipal boundaries. The PTB has announced that it will review its regulations with regard to taxi operating areas, but at this time taxis cannot be considered for an IMBL as they are largely restricted to operating within single municipalities.

FINANCIAL IMPLICATIONS

The overall IMBL administrative costs for the City of Vancouver for year 1 are estimated to be \$140,000 and include:

- Privacy Management
- Legal Services
- Policy Development
- Corporate Support, Materials and Rent
- Licence processing including fee administration and reconciliation

The City of Vancouver will retain licence fee revenue sufficient to recover IMBL administrative program costs. Included in the administrative costs is the addition of one

half-time licence clerk at an estimated cost of \$33,000 per year. Any remaining funds will be distributed among participating municipalities based on the percent of total regional pick-ups and drop-offs that occur within each of their boundaries. Vancouver will provide a full accounting of the licensing costs at the end of the year. It should be noted that without an IMBL, each municipality would incur a certain level of these costs to licence ride-hailing within its jurisdiction.

Each member municipality will need to develop a process for receiving and analyzing pick-up and drop-off data and respective curb-side management fees and enforcement schemes.

INTER-DEPARTMENTAL IMPLICATIONS

The IMBL and related curb-side management and enforcement considerations have been coordinated between Community and Partner Engagement and Planning and Development Department staff. The City Solicitor and Clerks staff have reviewed the Bylaws.

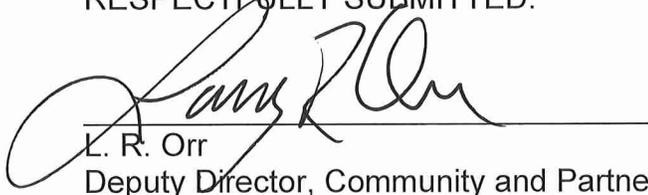
STRATEGIC PLAN IMPLICATIONS

As an option for transportation services to City residents, ride-hailing services are consistent with the City for People and Connected City Priorities of Council's Strategic Plan.

CONCLUSION

There is strong public support for ride-hailing in the Lower Mainland and the Province has now authorized three companies to operate in Region 1 (Whistler - Lower Mainland). The proposed IMBL for ride-hailing will support the regional roll-out of the industry as companies will be able to operate in participating municipalities with only one business licence.

RESPECTFULLY SUBMITTED:



L. R. Orr
Deputy Director, Community and Partner Engagement

**MINUTES OF THE REGULAR MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBER, CITY HALL, 141 WEST 14TH STREET, NORTH VANCOUVER, BC, ON
MONDAY, DECEMBER 9, 2019**

REPORTS

19. Proposed North Shore Ride-Hailing Licensing and Regulatory Framework
– File: 16-8330-01-0001/2019

Report: Manager, Transportation Planning
North Shore Mobility Options Coordinator
Manager, Business and Community Partnerships
November 27, 2019

Moved by Councillor McIlroy, seconded by Mayor Buchanan

PURSUANT to the report of the Manager, Transportation Planning, the North Shore Mobility Options Coordinator and the Manager, Business and Community Partnerships, dated November 27, 2019, entitled “Proposed North Shore Ride-Hailing Licensing and Regulation Framework”:

THAT Council endorse the proposed framework for licensing and regulating ride-hailing services across the North Shore;

AND THAT staff be directed to report back with necessary bylaw amendments to enable ride-hailing services as set out in the proposed licensing and regulation framework.

CARRIED UNANIMOUSLY



 Division 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: Andrew Devlin, Manager, Transportation Planning
Zachary Mathurin, North Shore Mobility Options Coordinator
Larry Orr, Manager, Business & Community Partnerships

Subject: PROPOSED NORTH SHORE RIDE-HAILING LICENSING AND
REGULATORY FRAMEWORK

Date: November 27, 2019 File No: 16-8330-01-001/2019

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

RECOMMENDATION:

PURSUANT to the report of the Manager of Transportation Planning, the North Shore Mobility Options Coordinator, and the Manager of Business and Community Partnerships, dated November 27, 2019, entitled "Proposed North Shore Ride-Hailing Licensing and Regulation Framework":

THAT Council endorse the proposed framework for licensing and regulating ride-hailing services across the North Shore outlined in this report;

AND THAT staff be directed to report back with necessary bylaw amendments to enable ride-hailing services per the proposed licensing and regulation framework outline in this report.

ATTACHMENTS:

1. Information Report dated August 6, 2019 entitled "Ride Hailing Backgrounder and Update" (Document [#1854784](#))

PURPOSE

The purpose of this report is to introduce a proposed interim framework for coordinating licensing businesses engaged in ride-hailing and passenger directed vehicle activities, and to enable the ability to address ride-hailing services' potential street and traffic impacts across the North Shore. This report recommends that staff bring bylaw amendments to Council to enable the proposed changes in early 2020.

BACKGROUND

On September 16, 2019 the Passenger Transportation Board (PTB) became the sole regulatory body with jurisdiction to set fleet size restrictions, define operational boundaries, and issue permits to operators of ride-hailing services as well as other Passenger Directed Vehicle (PDV) companies, which include taxicabs and limousines.

The PTB began accepting permit applications from ride-hailing companies, known as Transportation Network Services (TNSs), on September 3, 2019. Since then, at least 14 companies have applied for a permit to operate in Region 1, which includes the Metro Vancouver, Fraser Valley, and Squamish-Lillooet regional districts.

Larger ride-hailing companies (e.g., Uber, Lyft) have not confirmed nor denied whether the North Shore will be part of the initial service area, but both have indicated it will be highly dependent on driver supply. If the driver supply is below what the companies need to operate a healthy ride-hailing market, municipalities outside of Vancouver may be excluded from the platform until more drivers can be recruited.

While the province's new regulations surrounding PDV activities limit the role of municipalities in establishing local regulations, municipalities retain authority to:

- Issue business licences;
- Set business licence requirements; and
- Regulate business activities, such as street and curb use and pick-up and drop-off locations, through bylaws.

Staff from the City of North Vancouver (CNV), in collaboration with the District of North Vancouver (DNV) and the District of West Vancouver (DWV), have been working on a framework that would enable TNSs to operate across the North Shore through an inter-municipal business licence (IMBL) and enable new tools and regulations to manage potential safety and congestion impacts. This framework would allow the North Shore municipalities to effectively license and manage ride-hailing activities on the North Shore until such time that a coordinated regional approach is in place.

Staff from TransLink and the Province are currently facilitating a regional discussion on developing a regional licensing framework for Metro Vancouver. However, this process is anticipated to take one to two years given the number of municipalities and time to establish a body to regulate and administer regional licensing arrangements. City staff and North Shore colleagues will continue to engage with regional efforts.

DISCUSSION

Staff developed interim principles and objectives in line with municipal priorities to guide a licensing approach and tools to manage the street and curb impacts of ride-hailing activities. The purpose of these principles and objectives is to ensure the proposed actions align with previously endorsed priorities and lead to desirable outcomes as defined by Council’s Strategic Plan and the City’s Official Community Plan.

Table 1: Proposed Interim Ride-Hailing Principles and Objectives

Key Principles	Objectives to Meet
<ol style="list-style-type: none"> 1. Enhance mobility options 2. Be consist across municipal boundaries 3. Work within organizational capacity 4. Build a foundation for future policy 5. Be transparent 	<ol style="list-style-type: none"> 1. Maximize safety 2. Minimize congestion 3. Maintain affordability 4. Minimize burden to municipal resources 5. Increase accessibility of mobility options 6. Reduce GHG emissions within the limitations set by the province

Proposed inter-municipal business licence

In keeping with the principles and objectives in Table 1 and using existing municipal powers, staff recommend the following measures for licensing ride-hailing services:

1. Require a single inter-municipal business license for all PDV companies, including resident taxicab and limousine services and non-resident TNSs;
 - The IMBL fee structure would composed of three tiers defined by the overall vehicle fleet size of the business;
 - One municipality would take on the role of issuing business licences on behalf of all three North Shore municipalities;
 - While North Shore staff must still determine how revenues will be shared, it is likely that the issuing municipality will receive a larger share to offset the cost of administration;
 - Discounted business license fees may be considered for services who operate zero emission and accessible vehicles in the future. Analysis of fleet and trip data provided by services is needed to determine the level of discount that is appropriate, while still ensuring sufficient revenue is generated to offset administrative costs.
2. Harmonize fines and enforcement across the three municipalities through further changes to each municipalities’ bylaws;
3. Require all PDV companies to share data in line with the province’s own requirement;
 - Trip-level data (e.g. time and location of trip origins and destinations) to understand usage patterns, plan appropriate responses to street and curb use, and audit fees remitted to municipalities.

The City of North Vancouver, District of West Vancouver, and District of North Vancouver have an existing IMBL framework that allows mobile contractor businesses (e.g., renovators, plumbers, chimney sweeps) to obtain a single business licence from the municipality in which they are a resident and pay an additional, small fee to operate in the other two municipalities. Staff from the three municipalities currently meet on a regular basis to update their lists of businesses holding an IMBL and share the fees charged.

The existing North Shore IMBL does not currently capture taxi or other passenger directed vehicle services, nor does it allow non-resident businesses to apply. The proposed changes to the IMBL will address both of these limitations. This approach would lower the cost to taxicab companies, which currently must obtain a regular business licence in each municipality in which they seek to operate, and be administratively simple for both the municipalities and the companies affected. It would also be an attractive and efficient model for TNSs, who would gain access to three municipalities through a single process. This approach has been advocated by the TNSs and is consistent with the model being pursued by the Tri-Cities (i.e. Coquitlam, Port Coquitlam, and Port Moody).

The PTB has not yet approved any TNS applications and it is likely that service deployment will start in Vancouver before spreading to the North Shore. Should TNSs arrive before the North Shore approach is adopted, there may be a short period where no bylaw is in place. City staff will notify TNSs that they can operate for this short period without a business licence until such time as the bylaw amendments are adopted.

Proposed transportation management measures

Once TNSs start operating on the North Shore, managing the space where people are picked up and dropped off becomes more critical to ensure the safety of passengers and drivers and manage limited curb space. To meet these needs, staff recommend enabling the ability to implement the following measures.

1. Harmonize definitions for passenger loading zones and street use regulations so that they are consistent and predictable across the North Shore municipalities;
2. Ability to geofence areas that manage access to key areas according to each municipality's needs and visible to drivers and passengers within the mobile application platforms of each company;
3. Ability to collect a pick-up and drop-off based congestion and curb access surcharge similar to the City of Vancouver that would apply during peak times based on current evidence and could be adjusted according to future congestion and TNS data;
 - Fee would be discounted or waived for trips made using a zero emission vehicle and for trips made using an accessible vehicle;
 - The fees would likely be passed on to passengers and could act as a signal to customers to consider alternatives like transit when it is available at peak service levels and when road congestion is at its highest level;
 - Pick-up and drop-off fee revenues should go toward funding investments in the transportation network, such as cycling and pedestrian improvements.

Next steps

Staff have identified the following bylaws as requiring amendments in order to enable the proposed changes outlined in this report:

- Business Licence Bylaw, No. 8640;
- Fees and Charges Bylaw, No. 6383;
- Inter-municipal Business Licence Agreement Authorization Bylaw, No. 7350; and
- Street and Traffic Bylaw, No. 6234.

The provincial legislation removes the City's authority to regulate driver requirements and vehicle standards and issue chauffeur's permits. As such, regulations contained in the City's Cab Regulation Bylaw, No. 7787 are mostly voided and the bylaw can be repealed.

TNSs hope to receive their provincial permit by the end of 2019 and launch shortly thereafter. To minimize the interim period between permit issuance and the adoption of a local licensing framework, the North Shore team are working to bring the necessary bylaw changes to councils for adoption in early 2020.

Coordination with other North Shore municipalities

Staff from the District of North Vancouver and District of West Vancouver will present their Councils on December 9, 2019 and December 16, 2019, respectively, with a similar recommendation to endorse the proposed interim approach. With Council endorsement, staff will draft a set of mutually consistent bylaw changes for all three municipalities that staff will present to Council for consideration and adoption in early 2020.

COMMUNITY CONSULTATION

Staff have engaged with colleagues in the City of Vancouver and the Tri-Cities (Coquitlam, Port Coquitlam, and Port Moody) who have been leading similar efforts to license and manage ride-hailing in ways to ensure regional consistency.

Staff have also consulted with representatives from the local business community, local taxicab companies, and TNSs throughout the process to develop mutually acceptable solutions and receive feedback on the proposed measures. The feedback has been positive and the taxicab companies and TNSs have been supportive of the work being pursued.

FINANCIAL IMPLICATIONS

The proposed licence fee structure and fee amounts are intended to recover the cost of administering the business licence and conducting enforcement only. However, the proposed approach represents a significant reduction in administrative burdens and associated costs to the CNV and treats taxis and TNSs equally.

Staff recommend that the funds collected through the curb access fee be allocated to transportation initiatives, which could include pedestrian and cycling infrastructure improvements or funding accessible transportation options. The revenue generated from these fees will depend on demand for ride-hailing services on the North Shore. As noted previously, the provincial requirement for class 4 commercial licences for drivers will, in the short-term, affect the supply of drivers on the North Shore and likely limit the number of trips. Should the per-trip curb access fee be implemented, staff expect revenues to be relatively modest in the first year of operations but are highly likely to grow over time based on the experience of comparable metropolitan regions. If and when driver supply catches up with demand (which typically rises as the availability of ride-hailing services rises), pick-up and drop-off fees could be substantial enough to fund significant improvements to the North Shore's transportation network.

INTER-DEPARTMENTAL IMPLICATIONS

Staff from the City's Planning and Development, Bylaw Services, Business Licensing, and Engineering, Parks and Environment have worked in partnership with staff at the Districts of North and West Vancouver to develop the recommended consistent framework to address ride-hailing.

Staff reviewed the recommended to the City's Policy and Projects Team for input and feedback. No major issues or concerns were noted. Urban design was highlighted as an important consideration once staff start planning the implementation of new loading zones. Should Council endorse the recommended framework, staff will engage Finance and Legal counsel to ensure the new fees and bylaw amendments adhere to City practices.

CORPORATE PLAN AND/OR POLICY IMPLICATIONS

The proposed licensing and regulatory framework for ride-hailing services outlined in this report support the following goals and objectives in the City's Official Community Plan:

- 2.3. Support a safe, accessible, resilient, and affordable transportation system
- 7.2. Create an attractive environment for economic development.

STRATEGIC PLAN IMPLICATIONS

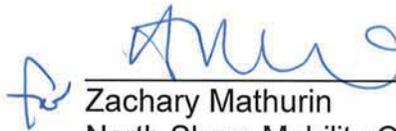
The proposed licensing and regulatory framework for ride-hailing services outlined in this report supports the following priorities outlined in the 2018-2022 Council Strategic Plan:

- Explore innovative solutions to transportation challenges, and continue to integrate land use and transportation planning to support connectivity across the region
- Increase visibility as a tourism destination
- Investigate actions to reduce barriers and challenges to local businesses

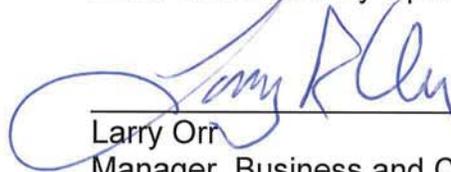
RESPECTFULLY SUBMITTED:



Andrew Devlin
Manager, Transportation Planning



Zachary Mathurin
North Shore Mobility Options Coordinator



Larry Orr
Manager, Business and Community
Partnerships

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

INFORMATION REPORT

To: Mayor Linda Buchanan and Members of Council
From: Larry R. Orr, Manager Business and Community Partnerships
Subject: RIDE HAILING BACKGROUNDER AND UPDATE
Date: August 6, 2019 File No: 09-4320-20-0001/2019

ATTACHMENTS:

1. Overview of the Passenger Transportation Amendment Act (Doc. # [1813764](#))
2. Highlights of the Passenger Transportation Amendment Act

PURPOSE:

The purpose of this report is to update Council on the new ride-hailing legislation that will come into effect in the Province this Fall.

BACKGROUND:

Legislation (Bill 55) was introduced on November 19, 2018 by the provincial government that will allow ride-hailing companies to enter the B.C. market. Companies offering ride-hailing services will be called Transportation Network Services (TNS) under the new legislation. The regulations to enact Bill 55 take effect on September 16, 2019. The purpose of the Passenger Transportation Amendment Act is to modernize the legislative framework for passenger-directed vehicles (PDV) (vehicles for hire, such as taxis) and prepare for the entry of app-based ride-hailing services. Attachment #1 provides a high level overview of the Passenger Transportation Amendment Act. Attachment #2 provides more details on the changes resulting from the new legislation.

Currently the City regulates vehicles for hire (taxis) through our Cab Regulation Bylaw, 2006, No.7787 and the Streets and Traffic Bylaw, 1991, No. 6234 (concerning taxi

stands). Taxi companies are also required to have a Business License under the City's Business Licence Bylaw, 2018, No. 8640.

Overview of B.C. Regulations

Administration

- Passenger Transportation Board (PTB) will have sole authority to issue permits to TNS companies and regulate ride pricing structure, vehicle condition and operator licensing

Licensing Fees

- \$200 application fee
- \$5,000 annual licence fee for TNS company
- Rider fee of \$0.30/ trip in a non-wheelchair equipped vehicle

Driver requirements

- Class 4 commercial licence
- Criminal record check with Vulnerable Sector Check (annual)
- Clean driving record (max. 4 offences during last 2 years)

Vehicle Requirements

- Minimum age=10 years +1 month
- Inspection by PTB (annually if <40,000 km or semi-annually if 40,000+ km previous year)
- Display TNS vehicle identifiers (company name/logo)

Operational Restrictions

- Cash not allowed
- Street hailing not allowed
- Boundaries TBD

Audit, Enforcement and Fines

- Audit and inspection PTB function
- \$5,000/day for drivers and \$100,000/day for TNS operating unlicensed
- TNS fined \$50,000/offence/day for any driver who has not passed a criminal record check

Changes to municipal regulatory and administrative powers

The new framework for Transportation Network Services will result in changes to municipal regulatory and administrative powers in relation to passenger-directed vehicles (vehicles for hire, such as taxis).

Municipalities will retain their authority to:

- Issue business licenses;
- Set business licence requirements; and

- Regulate such considerations as taxi stand locations, age of fleet and standard of fleet through street and traffic bylaws.

Municipalities will also have the ability to have one set of business licence requirements for taxi fleets and another for ride hailing, as well as different street and traffic rules for taxis and for ride-hailing under their authority in relation to streets and traffic.

The Passenger Transportation Board will have sole authority with respect to the supply and operating area for PDVs. **Municipalities may not:**

- Refuse to issue a business licence to operate a PDV for the sole reason that the person holds a business licence issued by another municipality;
- Prohibit PDVs from operating in the municipality;
- Regulate the number of PDVs that may operate; and
- Issue municipal Chauffeur's Permits (Chauffeur's Permits will be eliminated by the requirement for all drivers of passenger-directed vehicles to meet a new provincial standard for criminal and driver record checks).

As a result of these changes, any municipal bylaw that regulates the number of PDVs that may operate in a municipality or prohibits PDVs from operating at all will have no effect after enactment of the new legislation in September. Furthermore, any existing bylaws that regulate the issuance of chauffeur permits for the operation of motor vehicles under a PTB licence will also have no effect after enactment of the legislation.

While staff will be reviewing the Cab Regulation Bylaw to determine the full extent of the impact of the new legislation on existing City regulations, the discontinuation of chauffeur's permits will be the biggest change for the City. The Cab Regulation Bylaw includes provisions for the regulation of Chauffeur Permits and an inter-municipal scheme with the District of North Vancouver for an appeals process. Staff will also be considering potential impacts to the Streets and Traffic and Business Licence Bylaws and other potential issues in light of the new ride-hailing legislation.

NEXT STEPS

City staff are participating on a Metro Vancouver Regional Ride-hailing Working Group established by the Ministry of Transportation and Infrastructure and Ministry of Municipal Affairs and Housing and a TransLink Working Group. The working groups will discuss implementation efforts and facilitate municipal coordination on the new ride-hailing framework.

For Council's information, the North Shore municipalities have recently hired a North Shore Mobility Options Coordinator, Zachary Mathurin in order to facilitate municipal coordination on Integrated North Shore Transportation Planning (INSTPP) priorities. The Mobility Options Coordinator reports to the District of North Vancouver, the District of West Vancouver, and the City of North Vancouver on a variety of transportation files requiring tri-municipal collaboration, including ride-hailing.

City staff will also be facilitating meetings with Bylaw, Business Licensing and Transportation staff from the Districts of North and West Vancouver to discuss a potential

unified approach among the three North Shore Municipalities and will be forming an interdepartmental working group to consider City implications resulting from the new legislation.

The City staff working group will report back to Council in due course on the outcome of the Working Groups and any potential actions in light of the new provincial ride-hailing legislation.

RESPECTFULLY SUBMITTED:



L. R. Orr
Manager, Business and Community
Partnerships

Attachment

LO/jb



Passenger Transportation Amendment Act





Key Principles

- Enable regulatory framework for ride-hailing
- Ensure safety
- Establish a system which allows for existing industry and new entrants
- Reduce regulatory overlap and burden
- Enhance compliance and enforcement
- Protect accessible services



Legislative Framework

Amendments to the following 8 statutes:

1. *Passenger Transportation Act*
2. *Insurance (Vehicle) Act*
3. *Insurance Corporation Act*
4. *Local Government Act*
5. *Community Charter*
6. *Vancouver Charter*
7. *Motor Vehicle Act*
8. *Commercial Transport Act*

Passenger Transportation Amendment Act



Key definitions in Legislation

1. Passenger Directed Vehicle (PDV):

- All Vehicles for hire (e.g. taxis, ride-hailing)

2. Transportation Network Services (TNS):

- App based ride hailing service



Overview of the Bill

1. Expanding Passenger Transportation Board Authority to consider TNS applications and grant licence. PT Board continues as provincial regulator to:

- Apply three part test: Fit and Proper to provide service, is there a public need and promotes sound economic conditions
- Set supply, operating areas and rates
- Other terms and conditions for licensees such as data requirement and information on trips provided under the licence

Overview of the Bill

2. Legislative Committee to be appointed

On or before January 1, 2022 to review:

- Adequacy of supply of PDVs (including accessible PDVs)
- Effectiveness in providing adequate supply of PDVs
- Extent to which the Act promotes employment in the PDV and TNS sector.
- Impacts of PDVs on public transportation, traffic congestion, and the environment
- Extent to which changes promote PDVs to operate in small, rural or remote communities



Overview of the Bill

3. Taxi and TNS licence holders will ensure drivers meet prescribed record check requirements

- Eliminates the need for taxi and future drivers to obtain Municipal Chauffeur Permit in each municipality
- Closes gaps on current regime ensuring every driver in the province will require record checks including criminal record check and drivers abstract

Overview of the Bill

4. Updated Administrative Penalties and Offenses

- Current maximum administrative monetary penalty for licensees is \$1500. Raising to \$50,000
- Current maximum fine for an offence is \$5000, whether for an individual or other 'person'. Raising to \$100,000 for corporation or limited liability company that commits an offence and key for enforcing against non-licence holders



Overview of the Bill

5. Legislation proposes a definition of “accessible passenger directed vehicle” and enabling authority to charge per-trip fees

- Require new entrant annual licence fee to cover some portion of costs to fund accessible taxi service, as well as administrative costs of the PTA regime
- Existing industry would pay existing fees for a fixed period before transitioning over to new fee structure
- Require a licence holder or driver to complete a specified education/training program

Overview of the Bill

6. Local Government Legislation

- Clarifies the exclusive jurisdiction of the Passenger Transportation Board in determining supply and boundary/operating area
- Local governments will retain authority over business licences and street and traffic by-laws, for example setting vehicle type requirements or taxi stand locations



Overview of the Bill

7. Insurance Related Amendments

- Provides ICBC with authority to develop new insurance products for vehicles under a PTA licence
- Supports insurance solutions for other new emerging vehicle services



Overview of the Bill

8. Amendments to the Motor Vehicle Act

- Aligns with amendments to local government legislation to restrict the authority of municipal governments to limit supply or operating areas of PDVs that the PT Board has approved



Overview of the Bill

9. Commercial Transport Act

- Amendments to ensure that vehicles currently registered and licensed under the MVA and operate for a TNC can remain registered and licensed under the Motor Vehicle Act.



BRITISH
COLUMBIA

QUESTIONS

Passenger Transportation Amendment Act

Attachment #1

Key components of the Passenger Transportation Amendment Act

1. Expanding the authority of the Passenger Transportation Board

The Passenger Transportation Board, an independent tribunal, will expand its role in receiving applications and setting out terms and conditions of licences, including taxis, ride-hailing, and passenger-directed vehicles.

The board will have authority to determine the rates charged to passengers, as well as the supply and operating area of vehicles operating under the authority of a licence authorizing transportation network services.

2. Changes to local government

Proposed amendments to local government legislation will restrict authority of municipal governments to limit supply or operating areas of passenger-directed vehicles that the board has approved.

Local governments will still set vehicle type, taxi stand locations and local business-licence requirements.

3. Accessibility

The proposed legislation enables a new per-trip fee to cover a portion of costs to fund accessible taxis, as well as administrative costs of the Passenger Transportation Act. The existing industry would pay current fees for a fixed period before transitioning over to a new fee structure.

4. Legislative committee to be appointed

This bill proposes the appointment of a special committee to review and make recommendations on the effectiveness of the changes, impacts of passenger-directed vehicles on public transportation, traffic congestion and the environment to ensure the Province has a model that works for British Columbians.

5. Record-check requirements

All drivers of passenger-directed vehicles will be required to meet a provincial standard to be set by regulation for criminal and driver record checks by eliminating the need for taxi and future drivers to obtain a municipal chauffeur permit in each municipality.

6. Stricter penalties

The bill proposes increases to administrative penalties for non-compliance of licence holders, as well as increases to the maximum fine amounts for offences, particularly for corporations that contravene the act.

The proposal is for the registrar to have authority under the act to levy administrative penalties up to \$50,000 against licensees who do not comply with the act, the regulations or the terms and conditions of their licences. At the extreme end of non-compliance, the registrar has authority to suspend or cancel a licence.

Substantial increases are proposed for those convicted of an offence under the act. For example, for corporations who operate without a licence, the maximum fine amount for a conviction is proposed to be \$100,000, with each day where a contravention occurs potentially treated as a separate offence and subject to another maximum fine amount of \$100,000.

7. Insurance

Amendments are proposed to the Insurance Vehicle Act and the Insurance Corporation Act for ICBC to develop new and innovative insurance.

8. Per-trip fees

The legislation includes provisions that can broaden the existing authority to establish fees, including those related to a per-trip fee. A per-trip fee for new entrants to the industry can help sustain an adequate supply of accessible taxis once the new legislation comes into force.

9. Data collection

The new legislation includes provisions for the board to gather information and data collection to assist in making more evidence-based decision making. For example, the board will have access to information pertaining to trip times, pickup locations, wait-times and type of trip (accessible or non-accessible vehicle).

Shared Principles for a Regional IMBL

Essential Principles for Ride-Hailing IMBL

IMBL Structure

- 1.Ensure consistency with practices and policies across participating municipalities

The administration, conditions, enforcement, and implementation of the IMBL should be consistent with the practices of member municipalities.

- 2.Communicate a transparent governance approach

The reasoning for the IMBL and its features and conditions should be clearly communicated to the public, transportation network services, municipal councils.

- 3.Balance need for sustainable funding for administration with affordability for small operators

Fees should cover the cost of administration for the issuing authority while enabling small operators to compete in the market.

IMBL Conditions

1. Obtain data that enable auditing, enforcement, planning, and management of streets and curbs.

Municipalities should receive data from operators that respects user privacy while enabling staff to conduct necessary work relating to auditing, enforcement, and planning in their community.

- 2.Develop regulations that support climate goals, accessibility, and safety

Additional regulations within the IMBL should support regionally endorsed priorities relating to climate action, accessibility and equity, and safety of drivers and passengers.

Transportation Concerns

- 1.Frame ride-hailing within a spectrum of transportation options

The IMBL should contextualize ride-hailing within a range of transportation options and define its relative position within the transportation network hierarchy.

- 2.Address congestion and mitigate impacts of ride-hailing on the transportation network

Manage congestion impacts and other aspects that shift trips away from other modes toward ride-hailing.

3.Ensure a minimum level of service in underserved communities and during off-peak times

Ride-hailing can positively complement the transportation network and serve areas, communities, and times of the day when other options are infrequent, unsafe, or unattractive to the travelling public.

Participating Municipalities

1. Abbotsford	14. North Vancouver City
2. Anmore	15. North Vancouver District
3. Bowen Island	16. Pitt Meadows
4. Burnaby	17. Port Coquitlam
5. Chilliwack	18. Port Moody
6. Coquitlam	19. Richmond
7. Delta	20. Squamish
8. Harrison Hot Springs	21. Surrey
9. Langley City	22. Vancouver
10. Langley Township	23. West Vancouver
11. Lions Bay	24. Whistler
12. Maple Ridge	25. White Rock
13. New Westminster	

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THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 8766

A Bylaw to enter into an agreement among the Participating Municipalities regarding an Inter-Municipal Transportation Network Services Business Licence Scheme

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 “**Inter-Municipal Transportation Network Services Business Licence Agreement Bylaw, 2020, No. 8766**”.
2. Council hereby authorizes the City to enter into an Agreement with the Participating Municipalities substantially in the form and substance of the Agreement attached to this Bylaw as Schedule A, and also authorizes the Mayor and City Clerk to execute the Agreement on behalf of the City, and to deliver it to the Participating Municipalities on such terms and conditions as the City Solicitor and Director of Community and Partner Engagement deem fit.

READ a first time on the <> day of <>, 2020.

READ a second time on the <> day of <>, 2020.

READ a third time on the <> day of <>, 2020.

ADOPTED on the <> day of <>, 2020.

MAYOR

CITY CLERK

Schedule A

Inter-Municipal Transportation Network Services Business Licence Agreement

WHEREAS the City of Abbotsford, the Village of Anmore, the Bowen Island Municipality, the City of Burnaby, the City of Chilliwack, the City of Coquitlam, the City of Delta, the Village of Harrison Hot Springs, the Corporation of the City of Langley, the Corporation of the Township of Langley, the Village of Lions Bay, the City of Maple Ridge, the Corporation of the City of New Westminster, the Corporation of the City of North Vancouver, the Corporation of the District of North Vancouver, the City of Pitt Meadows, the Corporation of the City of Port Coquitlam, the City of Port Moody, the City of Richmond, the District of Squamish, the City of Surrey, the City of Vancouver, the Corporation of the District of West Vancouver, the Resort Municipality of Whistler, and the Corporation of the City of White Rock (the "*Participating Municipalities*"), wish to permit Transportation Network Services ("*TNS*") businesses to operate across their jurisdictional boundaries thereby eliminating the need to obtain a separate municipal business licence in each jurisdiction;

NOW THEREFORE the *Participating Municipalities* agree as follows:

1. The *Participating Municipalities* agree to establish an *Inter-Municipal TNS Business Licence* scheme among the *Participating Municipalities*, pursuant to section 14 of the *Community Charter* and section 192.1 of the *Vancouver Charter*.
2. The *Participating Municipalities* will request their respective municipal Councils to each ratify this Agreement and enact a bylaw to implement an *Inter-Municipal TNS Business Licence* scheme effective April 1, 2020 if this Agreement is ratified and a bylaw is enacted prior to or on April 1, 2020, or upon the date of enactment if this Agreement is ratified and a bylaw is enacted after April 1, 2020.

3. In this Agreement:

"*Accessible Vehicle*" means a motor vehicle designed and manufactured, or converted, for the purpose of transporting persons who use mobility aids;

"*Administrative Costs*" means the direct and indirect costs and investments attributable to setting up and administering the *Inter-Municipal TNS Business Licence* scheme, including wages, materials, corporate overhead and rent;

"*Business*" has the same meaning as in the *Community Charter*;

"*Community Charter*" means the *Community Charter*, S.B.C. 2003, c. 26, as may be amended or replaced from time to time;

"*Inter-Municipal TNS Business*" means a *TNS Business* that has been licensed to operate in the Region 1 operating area by the Passenger Transportation Board;

"*Inter-Municipal TNS Business Licence*" means a business licence which authorizes an *Inter-Municipal TNS Business* to be carried on within the jurisdictional boundaries of any or all of the *Participating Municipalities*;

“Inter-Municipal TNS Business Licence Bylaw” means the bylaw adopted by the Council of each *Participating Municipality* to implement the *Inter-Municipal TNS Business Licence* scheme contemplated by this Agreement;

“Mobility Aid” has the same meaning as in the *Passenger Transportation Act*, S.B.C 2004, c. 39, as may be amended or replaced from time to time;

“Municipal Business Licence” means a licence or permit, other than an *Inter-Municipal TNS Business Licence*, issued by a *Participating Municipality* that authorizes a *Business* to be carried on within the jurisdictional boundaries of that *Participating Municipality*;

“Participating Municipality” means any one of the *Participating Municipalities*;

“Premises” means one or more fixed or permanent locations where the *TNS Business* ordinarily carries on *Business*;

“TNS Business” means a person carrying on the business of providing *Transportation Network Services*;

“Transportation Network Services” has the same meaning as in the *Passenger Transportation Act*, S.B.C 2004, c. 39, as may be amended or replaced from time to time;

“Vancouver Charter” means the *Vancouver Charter*, S.B.C. 1953, c. 55, as may be amended or replaced from time to time; and

“Zero Emission Vehicle” means a motor vehicle that is exclusively propelled by electricity or hydrogen from an external source.

4. Subject to the provisions of the *Inter-Municipal TNS Business Licence Bylaw*, each *Participating Municipality* will permit a *TNS Business* that has obtained an *Inter-Municipal TNS Business Licence* to carry on the *Business* of providing *Transportation Network Services* within that *Participating Municipality* for the term authorized by the *Inter-Municipal TNS Business Licence* without obtaining a *Municipal Business Licence* for the *TNS Business* in that *Participating Municipality*.
5. All *Inter-Municipal TNS Business Licences* will be issued by the City of Vancouver.
6. The City of Vancouver may issue an *Inter-Municipal TNS Business Licence* to a *TNS Business* if the *TNS Business* is an *Inter-Municipal TNS Business* and meets the requirements of the *Inter-Municipal TNS Business Licence Bylaw*, in addition to the requirements of the City of Vancouver’s License Bylaw No. 4450.
7. Notwithstanding that a *TNS Business* may hold an *Inter-Municipal TNS Business Licence* that would make it unnecessary to obtain a *Municipal Business Licence* for the *TNS Business* in the *Participating Municipalities*, the *TNS Business* must still comply with all orders and regulations under any municipal business licence bylaw in addition to those under any other bylaws, regulations, or provincial or federal laws that may apply within any jurisdiction in which the *TNS Business* carries on *Business*.

8. Any *Participating Municipality* may require that the holder of an *Inter-Municipal TNS Business Licence* also obtain a *Municipal Business Licence* for any *Premises* that are maintained by the licence holder within the jurisdiction of the *Participating Municipality*.
9. The annual *Inter-Municipal TNS Business Licence* fee is \$155, plus \$150 for each vehicle operating under the authority of the *Inter-Municipal TNS Business*, except that the per vehicle fee for *Zero Emission Vehicles* will be \$30, and there will be no per vehicle fee charged for *Accessible Vehicles*. Any fees paid by an applicant to any *Participating Municipality* for a *Municipal Business Licence* for the *TNS Business* prior to the availability of the *Inter-Municipal TNS Business Licence* that are not refunded by that *Participating Municipality* will be credited against the initial *Inter-Municipal TNS Business Licence* fee owing under this section 9.
10. The fee for any additional vehicles that begin operating under the authority of an *Inter-Municipal TNS Business Licence* holder after the annual license fee is paid will be the per vehicle fee set out in section 9, pro-rated by dividing the applicable annual per vehicle fee by 12 and multiplying the resulting number by the number of months remaining in that calendar year, including any partial months which will be counted as whole months.
11. The City of Vancouver will distribute the revenue generated from *Inter-Municipal TNS Business Licence* fees amongst all *Participating Municipalities* based on the City of Vancouver retaining an amount to cover its *Administrative Costs*, with the remaining fees to be distributed proportionally to the *Participating Municipalities*, including the City of Vancouver, based on the number of pick-ups and drop-offs in that *Participating Municipality*. The City of Vancouver will provide the other *Participating Municipalities* with an itemized accounting of the fees collected and disbursed, including an accounting of its *Administrative Costs*, at the time it distributes the remaining fees to those *Participating Municipalities*.
12. If the revenue generated from *Inter-Municipal TNS Business Licence* fees in the initial year is insufficient to cover the *Administrative Costs* relating to the initial set up of the scheme, then the City of Vancouver may retain such portion of the *Inter-Municipal TNS Business Licence* fees collected in the subsequent year or years as is necessary to reimburse the City of Vancouver for such initial *Administrative Costs*, until the full amount has been recovered.
13. Any revenue payable to a *Participating Municipality* in the initial year will be offset by any fees collected and not refunded by that *Participating Municipality* for a *Municipal Business Licence* for the *TNS Business* prior to the availability of the *Inter-Municipal TNS Business Licence*, and if the fees collected by the *Participating Municipality* exceed the amount owing to that *Participating Municipality*, then that *Participating Municipality* shall remit the difference to the City of Vancouver for inclusion in the revenue distribution set out above.
14. The revenue generated from *Inter-Municipal TNS Business Licence* fees collected from January 1 to December 31 inclusive that is to be distributed to the *Participating Municipalities* in accordance with section 11, including the fees collected for any additional vehicles under section 10, will be distributed by the City of Vancouver by February 28 of the year following the year in which fees were collected.

15. The length of term of an *Inter-Municipal TNS Business Licence* is 12 months, except that the length of term of the initial *Inter-Municipal TNS Business Licence* issued to an *Inter-Municipal TNS Business* by the City of Vancouver may be less than 12 months in order to harmonize the expiry date of the *Inter-Municipal TNS Business Licence* with the calendar year, in which case the annual fee will be pro-rated by dividing the applicable annual license fee by 12 and multiplying the resulting number by the number of months remaining in that calendar year, including any partial months which will be counted as whole months.
16. An *Inter-Municipal TNS Business Licence* will be valid within the jurisdictional boundaries of all of the *Participating Municipalities* until its term expires, unless the *Inter-Municipal TNS Business Licence* is suspended or cancelled. If a *Participating Municipality* withdraws from the *Inter-Municipal TNS Business Licence* scheme among the *Participating Municipalities* in accordance with the *Inter-Municipal TNS Business Licence Bylaw*, then the *Inter-Municipal TNS Business Licence* will cease to be valid within the jurisdictional boundary of that former *Participating Municipality*.
17. A *Participating Municipality* may exercise the authority of the City of Vancouver as the issuing municipality and suspend an *Inter-Municipal TNS Business Licence* in relation to conduct by the holder within the *Participating Municipality* which would give rise to the power to suspend a business licence under the *Community Charter* or *Vancouver Charter* or under the business licence bylaw of the *Participating Municipality*. The suspension will be in effect throughout all of the *Participating Municipalities* and it will be unlawful for the holder to carry on the *Business* authorized by the *Inter-Municipal TNS Business Licence* in any *Participating Municipality* for the period of the suspension.
18. A *Participating Municipality* may exercise the authority of the of the City of Vancouver as the issuing municipality and cancel an *Inter-Municipal TNS Business Licence* in relation to conduct by the holder within the *Participating Municipality* which would give rise to the power to cancel a business licence under the *Community Charter* or *Vancouver Charter* or the business licence bylaw of the *Participating Municipality*. The cancellation will be in effect throughout all of the *Participating Municipalities*.
19. The suspension or cancellation of an *Inter-Municipal TNS Business Licence* under section 17 or 18 will not affect the authority of a *Participating Municipality* to issue a *Municipal Business Licence*, other than an *Inter-Municipal TNS Business Licence*, to the holder of the suspended or cancelled *Inter-Municipal TNS Business Licence*.
20. Nothing in this Agreement affects the authority of a *Participating Municipality* to suspend or cancel any *Municipal Business Licence* issued by that municipality or to enact regulations in respect of any category of *Business* under section 15 of the *Community Charter* or sections 272, 273, 279A, 279A.1, 279B, and 279C of the *Vancouver Charter*.
21. A *Participating Municipality* may, by notice in writing to each of the other *Participating Municipalities*, withdraw from the *Inter-Municipal TNS Business Licence* scheme among the *Participating Municipalities*, and the notice must:
 - (a) set out the date on which the withdrawing municipality will no longer recognize the validity within its boundaries of *Inter-Municipal TNS Business Licences*, which date must be at least 6 months from the date of the notice; and
 - (b) include a certified copy of the municipal Council resolution or bylaw authorizing the municipality's withdrawal from the *Inter-Municipal TNS Business Licence* scheme.

22. Nothing contained or implied in this Agreement shall fetter in any way the discretion of the Councils of the *Participating Municipalities*. Further, nothing contained or implied in this Agreement shall prejudice or affect the *Participating Municipalities'* rights, powers, duties or obligations in the exercise of their functions pursuant to the *Community Charter, Vancouver Charter, or the Local Government Act*, as amended or replaced from time to time, or act to fetter or otherwise affect the *Participating Municipalities'* discretion, and the rights, powers, duties and obligations under all public and private statutes, bylaws, orders and regulations, which may be, if each *Participating Municipality* so elects, as fully and effectively exercised as if this Agreement had not been executed and delivered by the *Participating Municipalities*.

23. Despite any other provision of this Agreement, an *Inter-Municipal TNS Business Licence* granted in accordance with the *Inter-Municipal TNS Business Licence Bylaw* does not grant the holder a licence to operate in any jurisdiction other than within the jurisdictional boundaries of the *Participating Municipalities*. Furthermore, a business licence granted under any other *Inter-Municipal TNS Business* licence scheme is deemed not to exist for the purposes of this Agreement even if a *Participating Municipality* is a participating member of the other *Inter-Municipal TNS Business* licence scheme.

24. This Agreement may be executed in several counterparts, each of which shall be deemed to be an original, and may be delivered by email or facsimile transmission, and each such counterpart, howsoever delivered, shall be deemed to be an original. Such counterparts together shall constitute one and the same instrument, notwithstanding that all of the *Participating Municipalities* are not signatories to the original or the same counterpart.

25. In the event that the municipal Council of a *Participating Municipality* other than the City of Vancouver does not ratify this Agreement, then that municipality will not be considered a *Participating Municipality* for the purposes of this Agreement, and the terms and conditions of this Agreement shall be effective as among the other *Participating Municipalities*.

Signed and delivered on behalf of the *Participating Municipalities*, the Councils of each of which have, by Bylaw, ratified this Agreement and authorized their signatories to sign on behalf of the respective Councils, on the dates indicated below.

The City of Abbotsford

Mayor _____

Corporate Officer _____

Date _____

Village of Anmore

Mayor _____

Corporate Officer _____

Date _____

Bowen Island Municipality

Mayor

Corporate Officer

Date

City of Burnaby

City Clerk

Date

City of Chilliwack

Mayor

Corporate Officer

Date

City of Coquitlam

Mayor

City Clerk

Date

City of Delta

Mayor

City Clerk

Date

Village of Harrison Hot Springs

Mayor

Corporate Officer

Date

The Corporation of the City of Langley

Mayor _____
Corporate Officer _____
Date _____

The Corporation of the Township of Langley

Mayor _____
Township Clerk _____
Date _____

Village of Lions Bay

Mayor _____
Corporate Officer _____
Date _____

City of Maple Ridge

Presiding Member _____
Corporate Officer _____
Date _____

The Corporation of the City of New Westminster

Mayor _____
City Clerk _____
Date _____

The Corporation of the City of North Vancouver

Mayor _____
City Clerk _____
Date _____

The Corporation of the District of North Vancouver

Mayor _____
Municipal Clerk _____
Date _____

The City of Pitt Meadows

Mayor _____
Corporate Officer _____
Date _____

The Corporation of the City of Port Coquitlam

Mayor _____
Corporate Officer _____
Date _____

City of Port Moody

Mayor _____
Corporate Officer _____
Date _____

The City of Richmond

Chief Administrative Officer _____
General Manager
Corporate and Financial Services _____
Date _____

District of Squamish

Mayor _____

Corporate Officer _____

Date _____

City of Surrey

Mayor _____

City Clerk _____

Date _____

The City of Vancouver

Director of Legal Services _____

Date _____

The Corporation of the District of West Vancouver

Mayor _____

Corporate Officer _____

Date _____

Resort Municipality of Whistler

Mayor _____

Municipal Clerk _____

Date _____

The Corporation of the City of White Rock

Mayor _____

Director of Corporate Administration _____

Date _____

THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 8767

**A Bylaw to to enter into an Inter-Municipal Transportation
Network Services Business Licence Scheme**

WHEREAS the municipalities that have entered or will enter into the Inter-Municipal Transportation Network Services Business Licence Agreement (the “Participating Municipalities”) wish to permit licensed Transportation Network Services (“TNS”) businesses to operate across their jurisdictional boundaries thereby eliminating the need to obtain a separate municipal business licence in each jurisdiction;

AND WHEREAS each of the Participating Municipalities has or will adopt a similar bylaw to implement the Inter-Municipal Transportation Network Services Business Licence scheme;

NOW THEREFORE the Council 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 “**Inter-Municipal Transportation Network Services Business Licence Scheme Bylaw, 2020, No. 8767**”.

2. There is hereby established an *Inter-Municipal TNS Business Licence* scheme among the *Participating Municipalities*, pursuant to section 14 of the *Community Charter* and section 192.1 of the *Vancouver Charter*.

3. In this Bylaw:

“*Accessible Vehicle*” means a motor vehicle designed and manufactured, or converted, for the purpose of transporting persons who use mobility aids;

“*Business*” has the same meaning as in the *Community Charter*;

“*Community Charter*” means the Community Charter, S.B.C. 2003, c. 26, as may be amended or replaced from time to time;

“*Inter-Municipal TNS Business*” means a *TNS Business* that has been licensed to operate in the Region 1 operating area by the Passenger Transportation Board;

“*Inter-Municipal TNS Business Licence*” means a business licence which authorizes an *Inter-Municipal TNS Business* to be carried on within the jurisdictional boundaries of any or all of the *Participating Municipalities*;

“*Mobility Aid*” has the same meaning as in the *Passenger Transportation Act*, S.B.C 2004, c. 39. as may be amended or replaced from time to time;

“*Municipal Business Licence*” means a licence or permit, other than an *Inter-Municipal TNS Business Licence*, issued by a *Participating Municipality* that authorizes a *Business* to be carried on within the jurisdictional boundaries of that *Participating Municipality*;

“*Participating Municipality*” means any one of the *Participating Municipalities*;

“*Premises*” means one or more fixed or permanent locations where the *TNS Business* ordinarily carries on *Business*;

“*TNS Business*” means a person carrying on the business of providing *Transportation Network Services*;

“*Transportation Network Services*” has the same meaning as in the *Passenger Transportation Act*, S.B.C 2004, c. 39, as may be amended or replaced from time to time;

“*Vancouver Charter*” means the *Vancouver Charter*, S.B.C. 1953, c. 55, as may be amended or replaced from time to time; and

“*Zero Emission Vehicle*” means a motor vehicle that is exclusively propelled by electricity or hydrogen from an external source.

4. Subject to the provisions of this Bylaw, each *Participating Municipality* will permit a *TNS Business* that has obtained an *Inter-Municipal TNS Business Licence* to carry on the *Business* of providing *Transportation Network Services* within that *Participating Municipality* for the term authorized by the *Inter-Municipal TNS Business Licence* without obtaining a *Municipal Business Licence* for the *TNS Business* in that *Participating Municipality*.
5. All *Inter-Municipal TNS Business Licences* will be issued by the City of Vancouver.
6. The City of Vancouver may issue an *Inter-Municipal TNS Business Licence* to a *TNS Business* if the *TNS Business* is an *Inter-Municipal TNS Business* and meets the requirements of this Bylaw, in addition to the requirements of the City of Vancouver’s License Bylaw No. 4450.
7. Notwithstanding that a *TNS Business* may hold an *Inter-Municipal TNS Business Licence* that would make it unnecessary to obtain a *Municipal Business Licence* for the *TNS Business* in the *Participating Municipalities*, the *TNS Business* must still comply with all orders and regulations under any municipal business licence bylaw in addition to those under any other bylaws, regulations, or provincial or federal laws that may apply within any jurisdiction in which the *TNS Business* carries on *Business*.
8. Any *Participating Municipality* may require that the holder of an *Inter-Municipal TNS Business Licence* also obtain a *Municipal Business Licence* for any *Premises* that are maintained by the licence holder within the jurisdiction of the *Participating Municipality*.
9. The annual *Inter-Municipal TNS Business Licence* fee is \$155, plus \$150 for each vehicle operating under the authority of the *Inter-Municipal TNS Business*, except that the per vehicle fee for *Zero Emission Vehicles* will be \$30, and there will be no per vehicle fee charged for *Accessible Vehicles*. Any fees paid by an applicant to any *Participating Municipality* for a *Municipal Business Licence* for the *TNS Business* prior to the availability of the *Inter-Municipal TNS Business Licence* that are not refunded by that *Participating Municipality* will be credited against the initial *Inter-Municipal TNS Business Licence* fee owing under this section 8.

10. The fee for any additional vehicles that begin operating under the authority of an *Inter-Municipal TNS Business Licence* holder after the annual license fee is paid will be the per vehicle fee set out in section 8, pro-rated by dividing the applicable annual per vehicle fee by 12 and multiplying the resulting number by the number of months remaining in that calendar year, including any partial months which will be counted as whole months.
11. The length of term of an *Inter-Municipal TNS Business Licence* is 12 months, except that the length of term of the initial *Inter-Municipal TNS Business Licence* issued to an *Inter-Municipal TNS Business* by the City of Vancouver may be less than 12 months in order to harmonize the expiry date of the *Inter-Municipal TNS Business Licence* with the calendar year, in which case the annual fee will be pro-rated by dividing the applicable annual license fee by 12 and multiplying the resulting number by the number of months remaining in that calendar year, including any partial months which will be counted as whole months.
12. An *Inter-Municipal TNS Business Licence* will be valid within the jurisdictional boundaries of all of the *Participating Municipalities* until its term expires, unless the *Inter-Municipal TNS Business Licence* is suspended or cancelled. If a *Participating Municipality* withdraws from the *Inter-Municipal TNS Business Licence* scheme among the *Participating Municipalities* in accordance with this Bylaw, then the *Inter-Municipal TNS Business Licence* will cease to be valid within the jurisdictional boundary of that former *Participating Municipality*.
13. A *Participating Municipality* may exercise the authority of the City of Vancouver as the issuing municipality and suspend an *Inter-Municipal TNS Business Licence* in relation to conduct by the holder within the *Participating Municipality* which would give rise to the power to suspend a business licence under the *Community Charter* or *Vancouver Charter* or under the business licence bylaw of the *Participating Municipality*. The suspension will be in effect throughout all of the *Participating Municipalities* and it will be unlawful for the holder to carry on the *Business* authorized by the *Inter-Municipal TNS Business Licence* in any *Participating Municipality* for the period of the suspension.
14. A *Participating Municipality* may exercise the authority of the City of Vancouver as the issuing municipality and cancel an *Inter-Municipal TNS Business Licence* in relation to conduct by the holder within the *Participating Municipality* which would give rise to the power to cancel a business licence under the *Community Charter* or *Vancouver Charter* or the business licence bylaw of the *Participating Municipality*. The cancellation will be in effect throughout all of the *Participating Municipalities*.
15. The suspension or cancellation of an *Inter-Municipal TNS Business Licence* under section 12 or 13 will not affect the authority of a *Participating Municipality* to issue a *Municipal Business Licence*, other than an *Inter-Municipal TNS Business Licence*, to the holder of the suspended or cancelled *Inter-Municipal TNS Business Licence*.
16. Nothing in this Bylaw affects the authority of a *Participating Municipality* to suspend or cancel any *Municipal Business Licence* issued by that municipality or to enact regulations in respect of any category of *Business* under section 15 of the *Community Charter* or sections 272, 273, 279A, 279A.1, 279B, and 279C of the *Vancouver Charter*.

17. A *Participating Municipality* may, by notice in writing to each of the other *Participating Municipalities*, withdraw from the *Inter-Municipal TNS Business Licence* scheme among the *Participating Municipalities*, and the notice must:
 - (a) set out the date on which the withdrawing municipality will no longer recognize the validity within its boundaries of *Inter-Municipal TNS Business Licences*, which date must be at least 6 months from the date of the notice; and
 - (b) include a certified copy of the municipal Council resolution or bylaw authorizing the municipality's withdrawal from the *Inter-Municipal TNS Business Licence* scheme.
18. The invalidity or unenforceability of any provision of this Bylaw shall not affect the validity or enforceability of any other provisions of this Bylaw and any such invalid or unenforceable provision shall be deemed to be severable.
19. Despite any other provision of this Bylaw, an *Inter-Municipal TNS Business Licence* granted in accordance with this Bylaw does not grant the holder a licence to operate in any jurisdiction other than within the jurisdictional boundaries of the *Participating Municipalities*.
20. A business licence granted under any other inter-municipal *TNS Business* licence scheme is deemed not to exist for the purposes of this Bylaw, even if a *Participating Municipality* is a participating member of the other inter-municipal *TNS Business* licence scheme.

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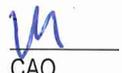
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MAYOR

CITY CLERK



 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: Andrew Devlin, Manager, Transportation Planning
Zachary Mathurin, North Shore Mobility Options Coordinator

Subject: PROPOSED NORTH SHORE RIDE-HAILING STREET AND TRAFFIC
BYLAW AMENDMENTS

Date: February 26, 2020 File No: 16-8330-01-0001/2020

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

RECOMMENDATION

PURSUANT to the report of the Manager, Transportation Planning and the North Shore Mobility Options Coordinator, dated February 26, 2020, entitled “Proposed North Shore Ride-Hailing Street and Traffic Bylaw Amendments”:

THAT “Street and Traffic Bylaw, 1991, No. 6234, Amendment Bylaw, 2020, No. 8768” be considered;

AND THAT the Congestion and Curbside Management (CCMP) surcharge outlined in “Street and Traffic Bylaw, 1991, No. 6234, Amendment Bylaw, 2020, No. 8768” be collected after final adoption.

ATTACHMENTS

1. Table of Trip-Based Charges in Other Canadian Jurisdictions (Doc [#1886524](#))
2. Council Report dated November 27, 2019, entitled “Proposed North Shore Ride-Hailing Licensing and Regulatory Framework” (Doc [#1861972](#))
3. “Street and Traffic Bylaw, 1991, No. 6234, Amendment Bylaw, 2020, No. 8768” (Doc [#1882694](#))

PURPOSE

The purpose of this report is to introduce amendments to the Street and Traffic Bylaw, 1991, No. 6234 that would enable the City to address the potential impacts of ride-hailing activities on our streets and curbs, in coordination with its North Shore partners.

BACKGROUND

Council endorsed a framework for managing ride-hailing in late 2019

On December 9, 2019, Council endorsed a regulatory framework recommended by staff for a coordinated approach to managing street and traffic impacts from ride-hailing services across the North Shore. At that time, they directed staff prepare bylaw amendments to enable the framework (see Attachment 2). The key measures endorsed were:

1. Ability to collect pick-up and drop-off based congestion surcharges during peak times;
2. Create harmonized definitions for passenger loading zones and street use regulations so that they are consistent and predictable across the North Shore municipalities;
3. Ability to geo-fence areas to manage access to key areas and make visible to drivers and passengers within the mobile application platforms of each company.

District of North Vancouver Council also endorsed the recommended regulatory framework on December 9, 2019.

These measures represent best practices in Canada and North America for responding to the increase in congestion and frequency of curbside interactions from ride-hailing demonstrated in other jurisdictions. Council will receive a proposal for a regional inter-municipal business licence for ride-hailing in an upcoming report.

Ride-hailing services are now operating in the City of North Vancouver and these services will continue to grow

At the time of this report, five Transportation Network Services (TNSs) have been approved to operate in Region 1 (Lower Mainland-Whistler), which includes the City of North Vancouver and the North Shore. Three services are already operating in the Metro Vancouver region and one serves parts of the North Shore including the entirety of the City of North Vancouver, most areas of the District of North Vancouver, and approximately the eastern half of the District of West Vancouver. Operators not yet serving the North Shore have indicated to staff they wish to expand their service area when they have enough drivers signed up to their platform. One company not yet operating anywhere has indicated its service area will focus on the North Shore.

DISCUSSION

Staff are recommending the following amendments to the City's Street and Traffic Bylaw, 1991, No. 6234 (see Attachment 4) in order to enable the measures outlined in the regulatory framework endorsed by Council in December 2019:

1. Introducing new and updated definitions related to ride-hailing and other passenger directed vehicles

The Province introduced new and updated definitions for ride-hailing and related passenger directed vehicles through amendments to the *Passenger Transportation Act* that came into effect in September 2019. Staff recommend utilizing the Provincial definitions as outlined in the Act in our own Street and Traffic Bylaw to ensure consistency. These amendments will ensure clarity and enable the ability to implement and enforce other measures outlined below.

2. Introducing a Congestion and Curbside Management Permit as a means to collect and administer pick-up and drop-off surcharges

Staff recommend enabling pick-up and drop-off based congestion and curb surcharges by introducing a Congestion and Curbside Management Permit (CCMP). Ride-hailing companies seeking to operate in the City would be required to apply for a CCMP through a similar process as for other street permits. The CCMP would require ride-hailing companies to collect surcharges and remit them to the City for each pick-up and drop-off made within the City's boundary during peak times, adhering to the parameters outlined in Table 1 below. Tools like CCMPs are common across Canada (see Attachment 1). Standard practice in Canada typically applies these surcharges to pick-ups only, however staff recognize that stops at the end of trips to unload passengers affect our streets just as much as pick-ups, and thus recommend that the surcharges apply to both. This is consistent with the approach in place in the City of Vancouver.

Table 1. Summary of Proposed Congestion and Curbside Management Permit

Area in effect	Entirety of City of North Vancouver
Hours in effect	Monday to Friday, 7 AM to 9 AM and 2 PM to 6 PM
Cost	\$0.10/pick-up \$0.10/drop-off
Discounts	50% discount for zero-emission vehicles 100% discount for accessible vehicles
Payment frequency	Monthly, within five (5) business days of the end of the month
Data requirements	Submit monthly total number of trips per vehicle fuel type

The surcharges proposed in the CCMP will likely be passed on to customers as part of their fare, as is done in other jurisdictions. The costs would initially be set at a low rate comparable with surcharges in other Canadian jurisdictions (see Attachment 1). Surcharge rates would be discounted for trips made using a zero-emission vehicle or accessible vehicle. Staff recommend that the CCMP surcharge be applicable only during peak commuting times when the City's transportation network is most congested.

The CCMP surcharge will not be in effect during less congested times or during times when other travel options are not readily available (e.g., transit). Structuring the surcharge in these ways aligns with the principles and objectives for ridehailing endorsed by Council in December 2019.

At this time, the CCMP is only recommended to be required for ride-hailing vehicles. This is due to the fact that, as of the time of this report, taxis are still limited by boundaries and caps instituted by the Passenger Transportation Board, which limits their impacts on congestion. Should these boundaries and caps change in the future, the applicability of the CCMP to taxis will require re-evaluation.

Should Council endorse the CCMP through the recommended amendments to the Street and Traffic Bylaw outlined in this report and Attachment 3, there are two options to approach collection of the CCMP surcharge:

Option A: Collect CCMP surcharge pending final approval of the CCMP: This approach allows the City to take immediate and proactive steps to manage congestion, emissions and safety concerns in the City, which are likely to be exacerbated as ride-hailing trips become more common, as has been demonstrated in other jurisdictions. As ride-hailing becomes more established in the City and the North Shore, staff will analyze ride-hailing data to determine if this fee should be raised or lowered based upon ride-hailing's measured impact to our transportation system. Staff recommend proceeding with this option as it aligns with the principles and objectives for managing ridehailing endorsed by Council in December 2009.

Option B: Delay collection of the CCMP surcharge to a later date: This approach would delay collection of the surcharge until such time that sufficient data and information on the impacts of ridehailing on street and traffic in the City is available, e.g., within 12 months. Staff do not recommend this option. This approach may create challenges in introducing the surcharge once ride-hailing and trip costs are more established and increase the risk that congestion, safety issues, and emissions from travel will increase in the interim with fewer tools in place to manage these risks.

3. Amending loading zone regulations to improve consistency and predictability at the curbside

There are subtle differences in how loading zones are defined and regulated across the three North Shore municipalities. The updated definitions would harmonize the allowed users and time limits for each loading zone type across the North Shore. While the amendments would take immediate effect, they would not significantly alter how loading zones are currently deployed. Staff would use ride-hailing data the Province will share with municipalities to monitor how ride-hailing services are using curb space and evaluate whether adjusting loading zones may be necessary in key areas of the City.

4. Enabling management of access to our curbside through geo-fencing protects people and our most critical places

Staff propose to introduce amendments to formalize the ability for staff to work directly with companies to use geo-fencing to manage access to areas experiencing congestion, establish areas that are optimized for the safety of all road and curb users, or direct users to reserved spaces away from conflict-prone areas such as construction zones and congestion with a high degree of geographic precision. Staff would use ride-hailing data the Province will share with municipalities to evaluate the locations and conditions in which geo-fences are implemented.

Introducing the above amendments in the other North Shore municipalities

Staff at the District of North Vancouver are bringing similar amendments to enable the same key measures as the City - the CCMP, harmonized loading zones, and introducing geo-fencing - for consideration by their council. The District of West Vancouver is also bringing the loading zones and geo-fencing measures for consideration, but will not introduce the CCMP at this time. District of West Vancouver staff plan to use data the Province will share to evaluate ride-hailing impacts before bringing the CCMP forward.

ADVISORY BODY INPUT

Staff have engaged with the Integrated Transportation Committee and North Shore Advisory Committee on Disability Issues regarding the proposed amendments, and plan to seek further input from these bodies as implementation moves forward.

COMMUNITY CONSULTATION

Prior to bringing the proposed framework to Council in December 2019, staff met with representatives from the local taxi, business community and TNSs to develop mutually acceptable solutions and receive feedback on the proposed measures. The feedback was positive and TNSs have been supportive of the work being pursued. The business community noted that road space optimization would be beneficial to the growing number of breweries and events in the Lower Lonsdale area by elevating a safe alternative to driving at night and bringing more people to the neighbourhood, which has limited parking options.

FINANCIAL IMPLICATIONS

The revenue generated from the CCMP will depend on demand for ride-hailing services on the North Shore during peak times. The provincial requirement for Class 4 licences for drivers will, in the short-term, affect the supply of drivers on the North Shore and likely limit the number of trips. Should the CCMP be adopted by Council, staff expect revenues to be relatively modest in the first year of operations but are likely to grow over time based on the experience of comparable metropolitan regions. As the City looks to improve equity within our transportation networks, staff recommend allocating revenues

to address municipal priorities such as protecting vulnerable road users, improving accessibility, and investing in active transportation.

INTER-DEPARTMENTAL IMPLICATIONS

Staff from the City's Planning and Development, Bylaw Services, Legal Counsel, Finance, and Engineering, Parks, and Environment departments have worked in partnership with staff at the Districts of North Vancouver and West Vancouver to develop the recommended bylaw amendments.

STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS

The proposed bylaw amendments outlined in this report support the following goals and objectives in the City's Official Community Plan:

- **Objective 2.3.5:** Collaborate with neighbouring municipalities and other levels of government to improve the safety, security, accessibility and connectivity of the transportation system within the City and the North Shore;
- **Objective 2.3.7:** Encourage technological innovation to overcome physical barriers to transportation; and,
- **Objective 2.3.8:** Encourage transportation options that reduce fossil fuel use, such as walking, cycling, transit, and low-emission vehicles.

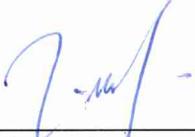
The amendments also support the following 2018-2022 Council Strategic Plan priorities:

- Explore innovative solutions to transportation challenges, and continue to integrate land use and transportation planning to support connectivity across the region;
- Increase visibility as a tourism destination; and,
- Investigate actions to reduce barriers and challenges to local businesses.

RESPECTFULLY SUBMITTED:



Andrew Devlin, MCIP, RPP
Manager, Transportation Planning



Zachary Mathurin
North Shore Mobility Options Coordinator

**Ride-Hailing
Trip-Based Charges in other Canadian Jurisdictions**

Municipality	Hours	Trip charge type	Trip charge cost
Calgary, AB	24/7	Per trip fee (pick-up)	\$0.20
		Accessible Taxi Incentive Program trip fee (pick-up)	\$0.10 (municipal discretion to charge up to \$0.30)
Edmonton, AB	24/7	Per trip fee (pick-up)	\$0.30
Vancouver, BC	7 AM – 7 PM, every day	Per pick-up and/or drop-off fee in Metro Core	\$0.30 each 50% discount for ZEV 100% discount for wheelchair accessible vehicles
Winnipeg, MB	24/7	Per trip fee (pick-up)	\$0.20
		Accessibility fee (pick-up)	\$0.07
		Safety fee (pick-up)	\$0.03
Guelph, ON	24/7	Per trip fee (pick-up)	\$0.11
		Accessibility fee (pick-up)	\$0.07
London, ON	24/7	Per trip fee (pick-up)	\$0.25
Mississauga, ON (Pilot bylaw)	24/7	Per trip fee (pick-up)	\$0.30
Ottawa, ON	24/7	Per trip fee (pick-up)	\$0.11
Toronto, ON	24/7	Per trip fee (pick-up)	\$0.30
		Accessibility Fund Program trip fee (pick-up)	\$0.10
Halifax, NS (Proposed)	24/7	Per trip fee (pick-up)	\$0.13
		Accessibility fee (pick-up)	\$0.07
Regina, SK	24/7	Per trip fee (pick-up)	\$0.20
		Accessibility fee (pick-up)	\$0.07
Saskatoon, SK	24/7	Per trip fee (pick-up)	\$0.20
		Accessibility fee (pick-up)	\$0.07



 Division 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: Andrew Devlin, Manager, Transportation Planning
Zachary Mathurin, North Shore Mobility Options Coordinator
Larry Orr, Manager, Business & Community Partnerships

Subject: PROPOSED NORTH SHORE RIDE-HAILING LICENSING AND
REGULATORY FRAMEWORK

Date: November 27, 2019 File No: 16-8330-01-001/2019

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

RECOMMENDATION:

PURSUANT to the report of the Manager of Transportation Planning, the North Shore Mobility Options Coordinator, and the Manager of Business and Community Partnerships, dated November 27, 2019, entitled "Proposed North Shore Ride-Hailing Licensing and Regulation Framework":

THAT Council endorse the proposed framework for licensing and regulating ride-hailing services across the North Shore outlined in this report;

AND THAT staff be directed to report back with necessary bylaw amendments to enable ride-hailing services per the proposed licensing and regulation framework outline in this report.

ATTACHMENTS:

1. Information Report dated August 6, 2019 entitled "Ride Hailing Background and Update" (Document [#1854784](#))

PURPOSE

The purpose of this report is to introduce a proposed interim framework for coordinating licensing businesses engaged in ride-hailing and passenger directed vehicle activities, and to enable the ability to address ride-hailing services' potential street and traffic impacts across the North Shore. This report recommends that staff bring bylaw amendments to Council to enable the proposed changes in early 2020.

BACKGROUND

On September 16, 2019 the Passenger Transportation Board (PTB) became the sole regulatory body with jurisdiction to set fleet size restrictions, define operational boundaries, and issue permits to operators of ride-hailing services as well as other Passenger Directed Vehicle (PDV) companies, which include taxicabs and limousines.

The PTB began accepting permit applications from ride-hailing companies, known as Transportation Network Services (TNSs), on September 3, 2019. Since then, at least 14 companies have applied for a permit to operate in Region 1, which includes the Metro Vancouver, Fraser Valley, and Squamish-Lillooet regional districts.

Larger ride-hailing companies (e.g., Uber, Lyft) have not confirmed nor denied whether the North Shore will be part of the initial service area, but both have indicated it will be highly dependent on driver supply. If the driver supply is below what the companies need to operate a healthy ride-hailing market, municipalities outside of Vancouver may be excluded from the platform until more drivers can be recruited.

While the province's new regulations surrounding PDV activities limit the role of municipalities in establishing local regulations, municipalities retain authority to:

- Issue business licences;
- Set business licence requirements; and
- Regulate business activities, such as street and curb use and pick-up and drop-off locations, through bylaws.

Staff from the City of North Vancouver (CNV), in collaboration with the District of North Vancouver (DNV) and the District of West Vancouver (DWV), have been working on a framework that would enable TNSs to operate across the North Shore through an inter-municipal business licence (IMBL) and enable new tools and regulations to manage potential safety and congestion impacts. This framework would allow the North Shore municipalities to effectively license and manage ride-hailing activities on the North Shore until such time that a coordinated regional approach is in place.

Staff from TransLink and the Province are currently facilitating a regional discussion on developing a regional licensing framework for Metro Vancouver. However, this process is anticipated to take one to two years given the number of municipalities and time to establish a body to regulate and administer regional licensing arrangements. City staff and North Shore colleagues will continue to engage with regional efforts.

DISCUSSION

Staff developed interim principles and objectives in line with municipal priorities to guide a licensing approach and tools to manage the street and curb impacts of ride-hailing activities. The purpose of these principles and objectives is to ensure the proposed actions align with previously endorsed priorities and lead to desirable outcomes as defined by Council’s Strategic Plan and the City’s Official Community Plan.

Table 1: Proposed Interim Ride-Hailing Principles and Objectives

Key Principles	Objectives to Meet
<ol style="list-style-type: none"> 1. Enhance mobility options 2. Be consist across municipal boundaries 3. Work within organizational capacity 4. Build a foundation for future policy 5. Be transparent 	<ol style="list-style-type: none"> 1. Maximize safety 2. Minimize congestion 3. Maintain affordability 4. Minimize burden to municipal resources 5. Increase accessibility of mobility options 6. Reduce GHG emissions within the limitations set by the province

Proposed inter-municipal business licence

In keeping with the principles and objectives in Table 1 and using existing municipal powers, staff recommend the following measures for licensing ride-hailing services:

1. Require a single inter-municipal business license for all PDV companies, including resident taxicab and limousine services and non-resident TNSs;
 - The IMBL fee structure would composed of three tiers defined by the overall vehicle fleet size of the business;
 - One municipality would take on the role of issuing business licences on behalf of all three North Shore municipalities;
 - While North Shore staff must still determine how revenues will be shared, it is likely that the issuing municipality will receive a larger share to offset the cost of administration;
 - Discounted business license fees may be considered for services who operate zero emission and accessible vehicles in the future. Analysis of fleet and trip data provided by services is needed to determine the level of discount that is appropriate, while still ensuring sufficient revenue is generated to offset administrative costs.

2. Harmonize fines and enforcement across the three municipalities through further changes to each municipalities’ bylaws;

3. Require all PDV companies to share data in line with the province’s own requirement;
 - Trip-level data (e.g. time and location of trip origins and destinations) to understand usage patterns, plan appropriate responses to street and curb use, and audit fees remitted to municipalities.

The City of North Vancouver, District of West Vancouver, and District of North Vancouver have an existing IMBL framework that allows mobile contractor businesses (e.g., renovators, plumbers, chimney sweeps) to obtain a single business licence from the municipality in which they are a resident and pay an additional, small fee to operate in the other two municipalities. Staff from the three municipalities currently meet on a regular basis to update their lists of businesses holding an IMBL and share the fees charged.

The existing North Shore IMBL does not currently capture taxi or other passenger directed vehicle services, nor does it allow non-resident businesses to apply. The proposed changes to the IMBL will address both of these limitations. This approach would lower the cost to taxicab companies, which currently must obtain a regular business licence in each municipality in which they seek to operate, and be administratively simple for both the municipalities and the companies affected. It would also be an attractive and efficient model for TNSs, who would gain access to three municipalities through a single process. This approach has been advocated by the TNSs and is consistent with the model being pursued by the Tri-Cities (i.e. Coquitlam, Port Coquitlam, and Port Moody).

The PTB has not yet approved any TNS applications and it is likely that service deployment will start in Vancouver before spreading to the North Shore. Should TNSs arrive before the North Shore approach is adopted, there may be a short period where no bylaw is in place. City staff will notify TNSs that they can operate for this short period without a business licence until such time as the bylaw amendments are adopted.

Proposed transportation management measures

Once TNSs start operating on the North Shore, managing the space where people are picked up and dropped off becomes more critical to ensure the safety of passengers and drivers and manage limited curb space. To meet these needs, staff recommend enabling the ability to implement the following measures.

1. Harmonize definitions for passenger loading zones and street use regulations so that they are consistent and predictable across the North Shore municipalities;
2. Ability to geofence areas that manage access to key areas according to each municipality's needs and visible to drivers and passengers within the mobile application platforms of each company;
3. Ability to collect a pick-up and drop-off based congestion and curb access surcharge similar to the City of Vancouver that would apply during peak times based on current evidence and could be adjusted according to future congestion and TNS data;
 - Fee would be discounted or waived for trips made using a zero emission vehicle and for trips made using an accessible vehicle;
 - The fees would likely be passed on to passengers and could act as a signal to customers to consider alternatives like transit when it is available at peak service levels and when road congestion is at its highest level;
 - Pick-up and drop-off fee revenues should go toward funding investments in the transportation network, such as cycling and pedestrian improvements.

Next steps

Staff have identified the following bylaws as requiring amendments in order to enable the proposed changes outlined in this report:

- Business Licence Bylaw, No. 8640;
- Fees and Charges Bylaw, No. 6383;
- Inter-municipal Business Licence Agreement Authorization Bylaw, No. 7350; and
- Street and Traffic Bylaw, No. 6234.

The provincial legislation removes the City's authority to regulate driver requirements and vehicle standards and issue chauffeur's permits. As such, regulations contained in the City's Cab Regulation Bylaw, No. 7787 are mostly voided and the bylaw can be repealed.

TNSs hope to receive their provincial permit by the end of 2019 and launch shortly thereafter. To minimize the interim period between permit issuance and the adoption of a local licensing framework, the North Shore team are working to bring the necessary bylaw changes to councils for adoption in early 2020.

Coordination with other North Shore municipalities

Staff from the District of North Vancouver and District of West Vancouver will present their Councils on December 9, 2019 and December 16, 2019, respectively, with a similar recommendation to endorse the proposed interim approach. With Council endorsement, staff will draft a set of mutually consistent bylaw changes for all three municipalities that staff will present to Council for consideration and adoption in early 2020.

COMMUNITY CONSULTATION

Staff have engaged with colleagues in the City of Vancouver and the Tri-Cities (Coquitlam, Port Coquitlam, and Port Moody) who have been leading similar efforts to license and manage ride-hailing in ways to ensure regional consistency.

Staff have also consulted with representatives from the local business community, local taxicab companies, and TNSs throughout the process to develop mutually acceptable solutions and receive feedback on the proposed measures. The feedback has been positive and the taxicab companies and TNSs have been supportive of the work being pursued.

FINANCIAL IMPLICATIONS

The proposed licence fee structure and fee amounts are intended to recover the cost of administering the business licence and conducting enforcement only. However, the proposed approach represents a significant reduction in administrative burdens and associated costs to the CNV and treats taxis and TNSs equally.

Staff recommend that the funds collected through the curb access fee be allocated to transportation initiatives, which could include pedestrian and cycling infrastructure improvements or funding accessible transportation options. The revenue generated from these fees will depend on demand for ride-hailing services on the North Shore. As noted previously, the provincial requirement for class 4 commercial licences for drivers will, in the short-term, affect the supply of drivers on the North Shore and likely limit the number of trips. Should the per-trip curb access fee be implemented, staff expect revenues to be relatively modest in the first year of operations but are highly likely to grow over time based on the experience of comparable metropolitan regions. If and when driver supply catches up with demand (which typically rises as the availability of ride-hailing services rises), pick-up and drop-off fees could be substantial enough to fund significant improvements to the North Shore's transportation network.

INTER-DEPARTMENTAL IMPLICATIONS

Staff from the City's Planning and Development, Bylaw Services, Business Licensing, and Engineering, Parks and Environment have worked in partnership with staff at the Districts of North and West Vancouver to develop the recommended consistent framework to address ride-hailing.

Staff reviewed the recommended to the City's Policy and Projects Team for input and feedback. No major issues or concerns were noted. Urban design was highlighted as an important consideration once staff start planning the implementation of new loading zones. Should Council endorse the recommended framework, staff will engage Finance and Legal counsel to ensure the new fees and bylaw amendments adhere to City practices.

CORPORATE PLAN AND/OR POLICY IMPLICATIONS

The proposed licensing and regulatory framework for ride-hailing services outlined in this report support the following goals and objectives in the City's Official Community Plan:

- 2.3. Support a safe, accessible, resilient, and affordable transportation system
- 7.2. Create an attractive environment for economic development.

STRATEGIC PLAN IMPLICATIONS

The proposed licensing and regulatory framework for ride-hailing services outlined in this report supports the following priorities outlined in the 2018-2022 Council Strategic Plan:

- Explore innovative solutions to transportation challenges, and continue to integrate land use and transportation planning to support connectivity across the region
- Increase visibility as a tourism destination
- Investigate actions to reduce barriers and challenges to local businesses

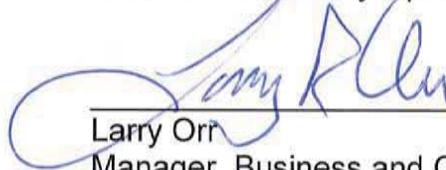
RESPECTFULLY SUBMITTED:



Andrew Devlin
Manager, Transportation Planning



Zachary Mathurin
North Shore Mobility Options Coordinator



Larry Orr
Manager, Business and Community
Partnerships

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

INFORMATION REPORT

To: Mayor Linda Buchanan and Members of Council
From: Larry R. Orr, Manager Business and Community Partnerships
Subject: RIDE HAILING BACKGROUNDER AND UPDATE
Date: August 6, 2019 File No: 09-4320-20-0001/2019

ATTACHMENTS:

1. Overview of the Passenger Transportation Amendment Act (Doc. # [1813764](#))
2. Highlights of the Passenger Transportation Amendment Act

PURPOSE:

The purpose of this report is to update Council on the new ride-hailing legislation that will come into effect in the Province this Fall.

BACKGROUND:

Legislation (Bill 55) was introduced on November 19, 2018 by the provincial government that will allow ride-hailing companies to enter the B.C. market. Companies offering ride-hailing services will be called Transportation Network Services (TNS) under the new legislation. The regulations to enact Bill 55 take effect on September 16, 2019. The purpose of the Passenger Transportation Amendment Act is to modernize the legislative framework for passenger-directed vehicles (PDV) (vehicles for hire, such as taxis) and prepare for the entry of app-based ride-hailing services. Attachment #1 provides a high level overview of the Passenger Transportation Amendment Act. Attachment #2 provides more details on the changes resulting from the new legislation.

Currently the City regulates vehicles for hire (taxis) through our Cab Regulation Bylaw, 2006, No.7787 and the Streets and Traffic Bylaw, 1991, No. 6234 (concerning taxi

stands). Taxi companies are also required to have a Business License under the City's Business Licence Bylaw, 2018, No. 8640.

Overview of B.C. Regulations

Administration

- Passenger Transportation Board (PTB) will have sole authority to issue permits to TNS companies and regulate ride pricing structure, vehicle condition and operator licensing

Licensing Fees

- \$200 application fee
- \$5,000 annual licence fee for TNS company
- Rider fee of \$0.30/ trip in a non-wheelchair equipped vehicle

Driver requirements

- Class 4 commercial licence
- Criminal record check with Vulnerable Sector Check (annual)
- Clean driving record (max. 4 offences during last 2 years)

Vehicle Requirements

- Minimum age=10 years +1 month
- Inspection by PTB (annually if <40,000 km or semi-annually if 40,000+ km previous year)
- Display TNS vehicle identifiers (company name/logo)

Operational Restrictions

- Cash not allowed
- Street hailing not allowed
- Boundaries TBD

Audit, Enforcement and Fines

- Audit and inspection PTB function
- \$5,000/day for drivers and \$100,000/day for TNS operating unlicensed
- TNS fined \$50,000/offence/day for any driver who has not passed a criminal record check

Changes to municipal regulatory and administrative powers

The new framework for Transportation Network Services will result in changes to municipal regulatory and administrative powers in relation to passenger-directed vehicles (vehicles for hire, such as taxis).

Municipalities will retain their authority to:

- Issue business licenses;
- Set business licence requirements; and

- Regulate such considerations as taxi stand locations, age of fleet and standard of fleet through street and traffic bylaws.

Municipalities will also have the ability to have one set of business licence requirements for taxi fleets and another for ride hailing, as well as different street and traffic rules for taxis and for ride-hailing under their authority in relation to streets and traffic.

The Passenger Transportation Board will have sole authority with respect to the supply and operating area for PDVs. **Municipalities may not:**

- Refuse to issue a business licence to operate a PDV for the sole reason that the person holds a business licence issued by another municipality;
- Prohibit PDVs from operating in the municipality;
- Regulate the number of PDVs that may operate; and
- Issue municipal Chauffeur's Permits (Chauffeur's Permits will be eliminated by the requirement for all drivers of passenger-directed vehicles to meet a new provincial standard for criminal and driver record checks).

As a result of these changes, any municipal bylaw that regulates the number of PDVs that may operate in a municipality or prohibits PDVs from operating at all will have no effect after enactment of the new legislation in September. Furthermore, any existing bylaws that regulate the issuance of chauffeur permits for the operation of motor vehicles under a PTB licence will also have no effect after enactment of the legislation.

While staff will be reviewing the Cab Regulation Bylaw to determine the full extent of the impact of the new legislation on existing City regulations, the discontinuation of chauffeur's permits will be the biggest change for the City. The Cab Regulation Bylaw includes provisions for the regulation of Chauffeur Permits and an inter-municipal scheme with the District of North Vancouver for an appeals process. Staff will also be considering potential impacts to the Streets and Traffic and Business Licence Bylaws and other potential issues in light of the new ride-hailing legislation.

NEXT STEPS

City staff are participating on a Metro Vancouver Regional Ride-hailing Working Group established by the Ministry of Transportation and Infrastructure and Ministry of Municipal Affairs and Housing and a TransLink Working Group. The working groups will discuss implementation efforts and facilitate municipal coordination on the new ride-hailing framework.

For Council's information, the North Shore municipalities have recently hired a North Shore Mobility Options Coordinator, Zachary Mathurin in order to facilitate municipal coordination on Integrated North Shore Transportation Planning (INSTPP) priorities. The Mobility Options Coordinator reports to the District of North Vancouver, the District of West Vancouver, and the City of North Vancouver on a variety of transportation files requiring tri-municipal collaboration, including ride-hailing.

City staff will also be facilitating meetings with Bylaw, Business Licensing and Transportation staff from the Districts of North and West Vancouver to discuss a potential

unified approach among the three North Shore Municipalities and will be forming an interdepartmental working group to consider City implications resulting from the new legislation.

The City staff working group will report back to Council in due course on the outcome of the Working Groups and any potential actions in light of the new provincial ride-hailing legislation.

RESPECTFULLY SUBMITTED:



L. R. Orr
Manager, Business and Community
Partnerships

Attachment

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A hand in a dark sleeve points towards a smartphone held by another hand. The phone screen shows a map application with a location pin and some text. The background is a blurred city street at night with bokeh light effects.

Passenger Transportation Amendment Act



Key Principles

- Enable regulatory framework for ride-hailing
- Ensure safety
- Establish a system which allows for existing industry and new entrants
- Reduce regulatory overlap and burden
- Enhance compliance and enforcement
- Protect accessible services



Legislative Framework

Amendments to the following 8 statutes:

1. *Passenger Transportation Act*
2. *Insurance (Vehicle) Act*
3. *Insurance Corporation Act*
4. *Local Government Act*
5. *Community Charter*
6. *Vancouver Charter*
7. *Motor Vehicle Act*
8. *Commercial Transport Act*

Passenger Transportation Amendment Act



Key definitions in Legislation

1. Passenger Directed Vehicle (PDV):

- All Vehicles for hire (e.g. taxis, ride-hailing)

2. Transportation Network Services (TNS):

- App based ride hailing service



Overview of the Bill

1. Expanding Passenger Transportation Board Authority to consider TNS applications and grant licence. PT Board continues as provincial regulator to:

- Apply three part test: Fit and Proper to provide service, is there a public need and promotes sound economic conditions
- Set supply, operating areas and rates
- Other terms and conditions for licensees such as data requirement and information on trips provided under the licence

Overview of the Bill

2. Legislative Committee to be appointed

On or before January 1, 2022 to review:

- Adequacy of supply of PDVs (including accessible PDVs)
- Effectiveness in providing adequate supply of PDVs
- Extent to which the Act promotes employment in the PDV and TNS sector.
- Impacts of PDVs on public transportation, traffic congestion, and the environment
- Extent to which changes promote PDVs to operate in small, rural or remote communities



Overview of the Bill

3. Taxi and TNS licence holders will ensure drivers meet prescribed record check requirements

- Eliminates the need for taxi and future drivers to obtain Municipal Chauffeur Permit in each municipality
- Closes gaps on current regime ensuring every driver in the province will require record checks including criminal record check and drivers abstract

Overview of the Bill

4. Updated Administrative Penalties and Offenses

- Current maximum administrative monetary penalty for licensees is \$1500. Raising to \$50,000
- Current maximum fine for an offence is \$5000, whether for an individual or other 'person'. Raising to \$100,000 for corporation or limited liability company that commits an offence and key for enforcing against non-licence holders



Overview of the Bill

5. Legislation proposes a definition of “accessible passenger directed vehicle” and enabling authority to charge per-trip fees

- Require new entrant annual licence fee to cover some portion of costs to fund accessible taxi service, as well as administrative costs of the PTA regime
- Existing industry would pay existing fees for a fixed period before transitioning over to new fee structure
- Require a licence holder or driver to complete a specified education/training program

Overview of the Bill

6. Local Government Legislation

- Clarifies the exclusive jurisdiction of the Passenger Transportation Board in determining supply and boundary/operating area
- Local governments will retain authority over business licences and street and traffic by-laws, for example setting vehicle type requirements or taxi stand locations



Overview of the Bill

7. Insurance Related Amendments

- Provides ICBC with authority to develop new insurance products for vehicles under a PTA licence
- Supports insurance solutions for other new emerging vehicle services



Overview of the Bill

8. Amendments to the Motor Vehicle Act

- Aligns with amendments to local government legislation to restrict the authority of municipal governments to limit supply or operating areas of PDVs that the PT Board has approved



Overview of the Bill

9. Commercial Transport Act

- Amendments to ensure that vehicles currently registered and licensed under the MVA and operate for a TNC can remain registered and licensed under the Motor Vehicle Act.



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QUESTIONS

Passenger Transportation Amendment Act

Attachment #1

Key components of the Passenger Transportation Amendment Act

1. Expanding the authority of the Passenger Transportation Board

The Passenger Transportation Board, an independent tribunal, will expand its role in receiving applications and setting out terms and conditions of licences, including taxis, ride-hailing, and passenger-directed vehicles.

The board will have authority to determine the rates charged to passengers, as well as the supply and operating area of vehicles operating under the authority of a licence authorizing transportation network services.

2. Changes to local government

Proposed amendments to local government legislation will restrict authority of municipal governments to limit supply or operating areas of passenger-directed vehicles that the board has approved.

Local governments will still set vehicle type, taxi stand locations and local business-licence requirements.

3. Accessibility

The proposed legislation enables a new per-trip fee to cover a portion of costs to fund accessible taxis, as well as administrative costs of the Passenger Transportation Act. The existing industry would pay current fees for a fixed period before transitioning over to a new fee structure.

4. Legislative committee to be appointed

This bill proposes the appointment of a special committee to review and make recommendations on the effectiveness of the changes, impacts of passenger-directed vehicles on public transportation, traffic congestion and the environment to ensure the Province has a model that works for British Columbians.

5. Record-check requirements

All drivers of passenger-directed vehicles will be required to meet a provincial standard to be set by regulation for criminal and driver record checks by eliminating the need for taxi and future drivers to obtain a municipal chauffeur permit in each municipality.

6. Stricter penalties

The bill proposes increases to administrative penalties for non-compliance of licence holders, as well as increases to the maximum fine amounts for offences, particularly for corporations that contravene the act.

The proposal is for the registrar to have authority under the act to levy administrative penalties up to \$50,000 against licensees who do not comply with the act, the regulations or the terms and conditions of their licences. At the extreme end of non-compliance, the registrar has authority to suspend or cancel a licence.

Substantial increases are proposed for those convicted of an offence under the act. For example, for corporations who operate without a licence, the maximum fine amount for a conviction is proposed to be \$100,000, with each day where a contravention occurs potentially treated as a separate offence and subject to another maximum fine amount of \$100,000.

7. Insurance

Amendments are proposed to the Insurance Vehicle Act and the Insurance Corporation Act for ICBC to develop new and innovative insurance.

8. Per-trip fees

The legislation includes provisions that can broaden the existing authority to establish fees, including those related to a per-trip fee. A per-trip fee for new entrants to the industry can help sustain an adequate supply of accessible taxis once the new legislation comes into force.

9. Data collection

The new legislation includes provisions for the board to gather information and data collection to assist in making more evidence-based decision making. For example, the board will have access to information pertaining to trip times, pickup locations, wait-times and type of trip (accessible or non-accessible vehicle).

THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 8768

A Bylaw to amend “Street and Traffic Bylaw, 1991, No. 6234”

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 “**Street and Traffic Bylaw, 1991, No. 6234, Amendment Bylaw, 2020, No. 8768**” (**Passenger Directed Vehicles, Geo-fencing and Loading Zone Updates**).
2. “Street and Traffic Bylaw, 1991, No. 6234” is amended as follows:

- A. By adding the following definitions in section 302:

“Accessible Passenger Directed Vehicle” has the meaning set out in the *Passenger Transportation Act*.

“Congestion and Curbside Management Permit” means a permit issued by the City Engineer under section 520 of this Bylaw.

“Geo-fence” means a virtual boundary between two geographic areas or a virtual perimeter around a geographic area, the location and delineation of which shall be determined by the City Engineer.

“Geo-fenced Area” means the area within a Geo-fence, or on one side of a Geo-fence, as determined by the City Engineer.

“Passenger Directed Vehicle” has the meaning set out in the *Passenger Transportation Act*.

“Passenger Transportation Act” means the *Passenger Transportation Act*, S.B.C 2004, c.39, as the same may be amended from time to time.

“Transportation Network Services” has the meaning set out in the *Passenger Transportation Act*.

“Zero-emission Vehicle” means a motor vehicle that is exclusively propelled by electricity or hydrogen from an external source, or a motor vehicle that has been approved by the City Engineer as a Zero-emission Vehicle.

- B. By replacing the following definitions in section 302 with the following:

“Commercial Passenger Vehicle” means a Bus or Passenger Directed Vehicle.

“Commercial Vehicle” means a vehicle which is a commercial vehicle defined as such and licensed under the *Commercial Transportation Act* (British Columbia), as amended from time to time and any vehicle not so licensed but which is used for the collection or delivery, or both, of goods, wares, merchandise, or other commodity in

the ordinary course of a business undertaking, and displaying a valid decal or plate issued by a municipality for the purpose of identifying a commercial vehicle.

“Taxi” means a Passenger Directed Vehicle, as defined in the *Passenger Transportation Act*, capable of carrying ten or less passengers but does not provide Transportation Network Services, as defined in the *Passenger Transportation Act*.

“Traffic Control Device” without limiting the generality of the phrase means a sign, signal, line, meter, marking, space barrier, geo-fence, or device, not inconsistent with this Bylaw, placed or erected or designated by authority of Council or the City Engineer.

“Commercial Loading Zone” means the area or space on a Roadway designated by a traffic control device and established for the exclusive use of commercial vehicles for loading or unloading of goods or materials.

“Loading Zone” means the area or space on a Roadway designated by a Traffic Control Device and established for the loading or unloading of goods, materials, things or persons.

- C. By adding the following section 410:

410 Geo-fenced Areas

The City Engineer is hereby authorized to establish, designate and delineate Geo-fenced Areas and regulate, prohibit or control vehicle access, stopping and loading within such Geo-fenced Areas.

- D. In section 508, by deleting:

“The City Engineer is hereby authorized to place or erect or cause to be placed or erected a traffic control device establishing:

- (a) a loading zone, commercial loading zone, passenger zone, bus zone, taxi zone, film zone, disabled zone, building zone, fire zone, time limited zone, and shared vehicle zone as he deems desirable;
- (b) a special parking permit zone as he deems desirable, provided that the person requesting the establishment of such zone pays for all expenses arising out of the placement or erection of the traffic control device establishing such zone; and
- (c) a resident permit only zone in accordance with the Resident and Visitor Parking Policy.”

and replacing with the following:

The City Engineer is hereby authorized to place or erect or designate or cause to be placed or erected or designated a Traffic Control Device establishing:

- (a) a Loading Zone, Commercial Loading Zone, Passenger Zone, Bus Zone, Taxi Zone, Film Zone, Disability Zone, Building Zone, Fire Zone, Time-Limited Zone, and Shared Vehicle Zone as he deems desirable;

- (b) a Special Parking Permit Zone as he deems desirable, provided that the person requesting the establishment of such zone pays for all expenses arising out of the placement or erection or designation of the Traffic Control Device establishing such zone; and
- (c) a Resident Permit Only Zone in accordance with the Resident and Visitor Parking Policy.

E. By replacing sections 509.1, 509.2 and 509.3 with the following:

- .1 in a Loading Zone while actually engaged in the loading or unloading of goods, materials or passengers, for no longer than the maximum period indicated on any Traffic Control Device, or in the absence of such posted time limit, for no longer than five minutes for the loading or unloading of persons or 30 minutes for the loading or unloading of goods or materials;
- .2 in a Commercial Loading Zone with a Commercial Vehicle while actively engaging in loading or unloading goods or materials, for no longer than the maximum period indicated on any Traffic Control Device, or in the absence of such posted time limit, for longer than 30 minutes;
- .3 in a Passenger Zone only for as long as is necessary to take on or discharge passengers, to a maximum of five minutes;

F. By adding the following section 520:

520 Transportation Network Services

- .1 The City Engineer may establish and designate Geo-fenced Areas and regulate and control the operation of Transportation Network Services within any Geo-fenced Area, including the regulation or prohibition of stopping and loading by any Transportation Network Services provider within a Geo-fenced Area.
- .2 Except for Accessible Passenger Directed Vehicles, a Transportation Network Services provider must not cause, allow, or permit any Passenger Directed Vehicles being operated under the licence issued to them under the *Passenger Transportation Act* to stop to pick up or drop off any passengers on any Highway within the City of North Vancouver between the hours of 7:00 a.m. and 9:00 a.m. or the hours of 2:00 p.m. and 6:00 p.m., Monday through Friday, unless they hold a valid Congestion and Curbside Management Permit, in which case the Passenger Directed Vehicles may stop at any place where stopping is permitted at such times for the purposes of picking up or dropping off passengers.
- .3 The City Engineer may issue a Congestion and Curbside Management Permit to a Transportation Network Services provider for the fee set out in Schedule F to this Bylaw, as amended from time to time, which fee may vary among vehicle types, and which fee shall be payable monthly at the end of each month in a manner satisfactory to the City Engineer. No permit shall be required for Accessible Passenger Directed Vehicles used by a Transportation Network Services provider.

- G. Schedule “F” – Fees is amended by adding a new line after “Extraordinary Traffic – Permit to move over height, over width and overweight loads” and inserting the following fees for “Congestion and Curb Management Permit”:

Congestion and Curbside Management (Transportation Network Services) – vehicles other than Zero-emission Vehicles and Accessible Passenger Directed Vehicles	s.520.3	N/A	\$0.10 per pick up and drop off Monday to Friday, 7 AM to 9 AM and 2 PM to 6 PM
Congestion and Curbside Management (Transportation Network Services – Zero-emission Vehicles)	s.520.3	N/A	\$0.05 per pick up and drop off Monday to Friday, 7 AM to 9 AM and 2 PM to 6 PM

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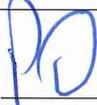
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MAYOR

CITY CLERK



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

REPORT

To: Mayor Linda Buchanan and Members of Council

From: Paul Duffy, Manager, Bylaw Services

Subject: A BYLAW TO REPEAL THE CAB REGULATION BYLAW, 2006, NO. 7787

Date: February 26, 2020 File No: 09-3900-02-001/2020

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

RECOMMENDATION:

PURSUANT to the report of the Manager, Bylaw Services, dated February 26, 2020, entitled "A Bylaw to Repeal the Cab Regulation Bylaw, 2006, No. 7787":

THAT "Cab Regulation Bylaw, 2006, No. 7787, Repeal Bylaw 2020, No. 8763" be considered;

AND THAT "Ticket Information Utilization Bylaw, 1992, No. 6300, Amendment Bylaw, 2020, No. 8764 be considered.

ATTACHMENTS:

1. Cab Regulation Bylaw, 2006, No. 7787 (Doc [#1881371](#))
2. Schedule "A" and Schedule B16 of the Ticket Information Utilization Bylaw, 1992, No. 6300 (Doc [#1881366](#))
3. Cab Regulation Bylaw, 2006, No. 7787, Repeal Bylaw, 2020, No. 8763" (Doc [#1881161](#))
4. "Ticket Information Utilization Bylaw, 1992, No. 6300, Amendment Bylaw, 2020, No. 8764" (Removal of Schedule B16) (Doc [#1881168](#))

DISCUSSION

Provincial legislation to enable ride-hailing in British Columbia came into force on September 16, 2019. Under this legislation a new class of vehicle was introduced called Passenger Directed Vehicle (PDV) which includes ride-hailing, taxis and limousine services. Under the new legislation, the Province has reduced the municipal authority to regulate PDV's. The Province now has sole authority to regulate fleet size and operational boundaries, vehicle standards and

to issue driver chauffeur permits. Local governments retain the authority to issue business licenses, set business licence requirements and regulate business activities such as street and curb use and pick-up and drop-off locations, through Bylaws. The primary change for local government vis-a-vis taxi services, is the removal of the requirement to issue chauffeur permits.

The City is currently issuing business licenses for taxi services. The City's ability to regulate the operation of PDV's will fall under the street and traffic Bylaw. Staff will be presenting amendments to the Street and Traffic Bylaw to reflect the new regulatory situation. Regulation of ride-hailing or Transportation Network Services will be addressed in a new region wide Inter-municipal Business Licence Bylaw. As such, regulations contained in the City's Cab Regulation Bylaw, No. 7787 are mostly voided and the Bylaw can be repealed (Attachment # 1). The corresponding penalty section and designated official to enforce this Bylaw under the Ticket Information Utilization Bylaw, 1992, No. 6300 may also be repealed (Attachment #2).

FINANCIAL IMPLICATIONS

The RCMP who were responsible for processing chauffeur permits have seen a decrease in their workload as a result of this legislative change. The RCMP continue to conduct Police Information Checks for all City chauffeur permit applications.

INTER-DEPARTMENTAL IMPLICATIONS

Staff from the City's Planning and Development, Bylaw Services, Business Licensing, and Engineering, Parks and Environment have worked in partnership to manage the street and curb impacts under the street and traffic Bylaw in response to the new legislation.

CORPORATE PLAN AND/OR POLICY IMPLICATIONS

With the new provincial legislation, the Cab Regulation Bylaw and its affiliated penalty schedule can be repealed (Attachment #3 and Attachment #4).

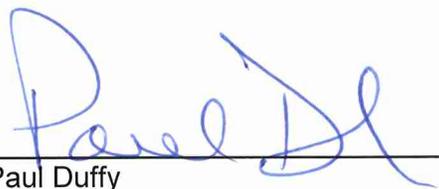
STRATEGIC PLAN IMPLICATIONS

There are no strategic implications in repealing this Bylaw.

CONCLUSION

Under Provincial regulation, the City's ability to regulate PDV's are limited to business licences and the ability to regulate PDV's under street and traffic Bylaws. Repealing this Bylaw will remove potential confusion regarding responsible authority over PDV's.

RESPECTFULLY SUBMITTED:



Paul Duffy
Manager, Bylaw Services



THE CORPORATION OF THE CITY OF NORTH VANCOUVER

“Cab Regulation Bylaw, 2006, No. 7787”

CONSOLIDATED FOR CONVENIENCE – FEBRUARY 23, 2009

Amendment Bylaw, 2009, No. 7986	February 23, 2009
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THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 7787

A Bylaw for Licensing and Regulating the Owners and Drivers of Cabs in the City of North Vancouver

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 “**Cab Regulation Bylaw, 2006, No. 7787**”.

PART ONE - DEFINITIONS

2. INTERPRETATION

In the construction and for the purpose of this bylaw, the following words and terms shall have the respective meanings hereby assigned them, unless repugnant to the context thereof, that is to say:

"Applicant" means the person who makes and signs an application for any License, or transfer of any License, or Chauffeur's Permit.

"Business" means a business as defined in the Community Charter.

"Business License Bylaw" means the Business License Bylaw of the City.

"Cab" means any Vehicle For Hire used for the transportation or conveyance of a person or persons.

"Cab Premises" means an established place of business in the City with telephone, dispatch and off street parking facilities from which any Cab is operated or in which orders for Hire are received or dispatched.

"Charter Bus" means a Motor Vehicle having a seating capacity of ten (10) or more passengers and operated as a sightseeing venture over a fixed or predetermined route of travel and charging a certain sum per person for each trip or by charter to transport persons on a prearranged basis to a specified location.

"Charter Limousine" means a Motor Vehicle having a seating capacity of not less than 6 and not more than nine (9) passengers and used for carrying persons by charter for a fixed fee or hourly rate where arrangements respecting the hire of the vehicle have been made prior to its arrival to pick up passengers.

"Chauffeur" means and includes any person who drives or operates a Cab which is driven or operated for Hire, or who, as an employee hired or engaged solely or in part for the purpose of driving a Cab of another person, drives or operates that Cab.

"Chauffeur's Permit" means the permit required to be held by a Chauffeur pursuant to the Motor Vehicle Act.

"Chief of Police" means the senior member in rank of members of the North Vancouver Detachment of the Royal Canadian Mounted Police or his or her duly authorized representative.

"City" means The Corporation of the City of North Vancouver.

"City Clerk" means the Clerk of The Corporation of the City of North Vancouver.

"Council" means the Council of The Corporation of the City of North Vancouver.

"District" means The Corporation of the District of North Vancouver;

"District Council" means the Council of The Corporation of the District of North Vancouver.

"Dual Taxicab" means a Motor Vehicle of a type and design of a sedan, bus or a van that is appropriately designed, constructed or modified, and used primarily for transporting people who have a disability or disabilities, including persons who use a wheelchair, scooter or other necessary Mobility Aid, and which may preclude them from accessing, using, or utilizing a **Taxicab**.

"Hire" means the fare, toll, gain, fee or rate charged or collected from any person for the transportation of a person or persons, or chattels of persons by or in a Vehicle For Hire, and includes remuneration of any kind paid, promised or demanded, direct or indirect, as well as personal services or the sharing of any expense of the operation of a Vehicle For Hire.

"Inspector" means the License Inspector of the City duly appointed by the Council or any lawful assistants of the Inspector.

"License" means the License required or issued under the provisions of Business License Bylaw, 2004, No. 7584 of the City or any amendments thereto or any bylaw enacted in lieu thereof.

"Mobility Aid" means a device or thing, including a manual wheelchair, electric wheelchair and scooter, that is used to facilitate the transport, in a normally seated orientation, of a person with a physical disability, and for the purposes of this bylaw shall include a guide or seeing eye dog used by a visually impaired person as an aid assisting in their mobility and shall also include a "guide animal" as defined in the Guide Animal Act of British Columbia.

"Motor Vehicle" includes automobiles, motorcycles and all other vehicles propelled otherwise than by muscular power, except the cars of electric and steam railways and other vehicles running only upon rails or tracks, and excepting trailers.

"Motor Vehicle Act" means the Motor Vehicle Act, R.S.B.C. 1979, c288.

"North Vancouver RCMP Chauffeur (Taxi) Permit Process" means the written administrative procedure issued by the North Vancouver RCMP governing applications for Chauffeur Permits and renewals of such permits.

"Owner" means the proprietor or other person having the conduct or operation of any Vehicle For Hire business.

"Passenger Transportation Pool Vehicle" means any Motor Vehicle that is operated at any time or from time to time on a highway under the following conditions:

- (a) for the transportation of persons to a place of employment or to a common destination adjacent thereto or in the case of an employer-operated vehicle, for the transportation of that employer's employees to and from a place of employment; and
- (b) the carriage of such persons is conducted in conjunction with a transportation pooling arrangement for passengers which is sponsored and co-ordinated by an organization or agency working in conjunction with the federal government of Canada, the government of British Columbia, the governing body of any city or municipality in British Columbia or any combination of these governmental bodies or private non-profit charitable organizations; and
- (c) the compensation charged to passengers for such transportation does not exceed, in the aggregate, an amount equivalent to that required to pay operating costs and capital costs of the vehicle used for such transportation during the period of usage when the vehicle is employed in providing such transportation; and
- (d) does not include a Vehicle For Hire.

"Peace Officer" means any person defined as a peace officer by the Interpretation Act R.S.B.C. 1979, c206.

"Person" means persons of either sex, associations, partnerships, or corporations.

"Public Place" means all streets, lanes, avenues, ways, drives, boulevards, sidewalks, squares, triangles, school grounds, public places and all rights of way open to the use of the public in the City.

"Seating capacity" means the rated passenger load assigned to a Motor Vehicle by its manufacturer, but when used in combination with "passengers" does not include the driver.

"Shuttle Cab" means a Cab having a seating capacity of not less than 4 and not more than 8 which is used exclusively for carrying passengers on an agreed shared trip originating or terminating within the City of North Vancouver where arrangements have been made prior to arrival to pick up passengers, but does not include any other Vehicle For Hire described in this bylaw.

"Stand" means those areas designated by the City and which are signed for the purpose of a Taxicab or Dual Taxicab to stop or park while waiting for Hire.

"Street" means all streets and includes public highways in the City.

"Taxicab" means a Vehicle for Hire having a Taximeter and a seating capacity of not more than 8 passengers, but does not include a Shuttle Cab or Charter Limousine.

"Taximeter" means any mechanical or electronic instrument or device by which the charge for transportation in any Taxicab is mechanically or electronically calculated either for distance travelled or for waiting time, or both, and upon which the charge is indicated by means of figures or words.

"Used" where it appears in any subsection of this section, means used or intended, designed or kept for use.

"Vehicle for Hire" means a Motor Vehicle used for the carrying, transportation or conveyance of persons and, without limiting the generality of the foregoing, shall for the purpose of this bylaw include, but not be limited to, Charter Bus, Charter Limousine, Dual Taxicab, Taxicab and Shuttle Cab but does not include rental private passenger vehicles.

2.1 INTERMUNICIPAL SCHEME

The City of North Vancouver and the District of North Vancouver hereby establish an intermunicipal scheme pursuant to section 14 of the *Community Charter*, and provide as follows:

1. Each Chauffeur's Permit issued in either the City of North Vancouver or the District of North Vancouver will be valid within both the City of North Vancouver and the District of North Vancouver;
2. Appeals from any decision by the Chief of Police to suspend, revoke or refuse to issue a Chauffeur's Permit may be made to:
 - (a) in 2006 and every even-numbered year thereafter, the City Council, and
 - (b) in 2007, and every odd-numbered year thereafter, the District Council;
3. Neither Council nor District Council will consider any appeals in any year except as set out in (b) above, except that any appeal commenced in one calendar year may be completed by the same council in the following calendar year;
4. In considering an appeal from a suspension or revocation of a Chauffeur's Permit, the applicable council may establish a period during which the effect of the suspension or revocation is postponed;
5. Neither Council nor District Council will amend Bylaw 7787 or Bylaw 7613 except in a joint and consistent manner so long as the intermunicipal scheme applies;
6. Either the City or the District may withdraw from participating in the intermunicipal scheme by providing no less than six (6) months' written notice to the other participant; and
7. In the event that the intermunicipal scheme is discontinued, any Chauffeur's Permits issued pursuant to this bylaw will continue in force for the term of such permit.

PART TWO - EXEMPTIONS

3. EXEMPTION FROM REGULATION

The following are exempt from the regulations of this bylaw:

1. the operation of any Vehicle For Hire by the Coast Mountain Bus Company Ltd or as part of a service established under the B.C. Transit Act or the Greater Vancouver Transportation Authority Act;
2. the operation of any Passenger Transportation Pool Vehicle; and
3. the operation of a Cab for mechanical testing purposes by a licensed mechanic or by a driver for the purposes of relocating a Cab when not in service as a Vehicle For Hire.

PART THREE – CHAUFFEUR PERMIT REGULATIONS

4. PERMIT APPLICATION AND IDENTIFICATION DISPLAY

1. A person must not drive, operate or be in charge of a Vehicle For Hire without holding a valid and subsisting Chauffeur's Permit.
2. Every person applying for a Chauffeur's Permit must make application to the Chief of Police who may grant or refuse to grant a permit.
3. The criteria for obtaining a Chauffeur's Permit will be established by the Chief of Police and provided in writing to all applicants in the form of the North Vancouver RCMP Chauffeur (Taxi) Permit Process.
4. The Chief of Police may issue a permit upon satisfaction that the applicant;
 - (a) has successfully completed the North Vancouver RCMP Chauffeur (Taxi) Permit Process;
 - (b) has successfully completed the TaxiHost Program level 1 training course provided by the Justice Institute of British Columbia; and continued approval is subject to 4.5 of this bylaw; and
 - (c) is 19 years of age or older; can speak, read and write the English language at a level competent to communicate with passengers; possesses a reasonable knowledge of the City and its traffic regulations and of this bylaw; and is willing and able to maintain a continuous and satisfactory service to the public during the currency of the Chauffeur's Permit.
5. In the event of a refusal to issue, suspension or cancellation of a Chauffeur's Permit, the applicant or permit holder may appeal to the Council.
6. Every person who, at the time of adoption of this bylaw, holds a Chauffeur's Permit, and who drives, operates, or is in charge of a Taxicab, Dual Taxicab or

Shuttle Cab must, when requested by the Inspector, produce a valid and subsisting Chauffeur's Permit for inspection.

7. The Chauffeur of a Cab must at all times while operating a Taxicab, Dual Taxicab or a Shuttle Cab have displayed in the interior of such Cab and alongside the tariff card, a valid photo identification card which must be in a form approved by the Chief of Police. The identification card must indicate in clearly printed letters, the name of the Licensee of the Taxicab, Dual Taxicab or Shuttle Cab, the number of the provincial license plate assigned to such, and the name of the Chauffeur then on duty with respect to the operation of such Taxicab, Dual Taxicab or Shuttle Cab.

PART FOUR – TAXI CAB BUSINESS REGULATION

5. BUSINESS LICENSE

1. A person must not carry on the business of a Vehicle For Hire without holding a valid and subsisting License and Passenger Transportation Board approval therefor.
2. Every person to whom a License to operate a Cab business has been granted must keep Cab Premises and must notify the Chief of Police and Inspector in writing of the address of the premises where such person keeps the books and records of operation of the business, and such License must be conspicuously posted in such premises. Such person must forthwith notify the Chief of Police and the Inspector in writing of any change or error in such address. No License shall be issued for the operation of a Cab unless the business has a business telephone and is or will be listed in the telephone directory under a trade name. The place of business herein referred to may be the cab office of another licensee under this bylaw.
3. Every person who obtains a License as an owner or operator of a Cab must obtain a Chauffeur's Permit before driving the same as a Cab, and must ensure that every driver or operator of that Cab holds a valid Chauffeur's Permit before driving the same as a Cab.
4. Every person to whom a License has been granted must, at all reasonable times, permit the Inspector, or any Peace Officer or official of the City, to inspect any place, premise or thing in respect of which such License has been granted.
5. The Chief of Police and the Inspector may enforce the provisions of this bylaw, inspect all vehicles regulated by this bylaw, and inspect any premises used as Cab Premises.
6. The Inspector may issue a License to a Vehicle For Hire business upon being satisfied that the vehicle or vehicles, with respect to the operation of which a License has been applied for, is or are suitable for the use intended, equipped as required by this bylaw, and complies in all respects with applicable provisions of the Motor Vehicle Act, Passenger Transportation Act and the Transportation Act.

7. The Inspector is authorised to suspend any License, subject to the provisions of the Business License Bylaw, Section 418, for such period as he or she may determine.
8. The Inspector must provide written reasons for the refusal to issue or suspension of a License.
9. If the Inspector declines to issue a License, the Applicant may appeal to Council who may grant or refuse the application.
10. Notwithstanding subsection 5.1 of this bylaw and subject to the provisions of the Passenger Transportation Act, a person not licensed pursuant to this bylaw but holding a valid Taxicab license from another municipality and who is approved and licensed by the Passenger Transportation Board to operate a Taxicab may pick up passengers within the City provided that the passengers have made prior arrangements for the pickup and do not have a destination within the City.
11. Every person to whom a License has been granted must, upon request by the Inspector, provide the City with such information deemed by the City to be relevant to the maintenance of the License, and which may be needed from time to time during the currency of the License.

6. AGE OF VEHICLE

1. A vehicle must not be used as a Cab, Taxicab, Dual Taxicab or Shuttle Cab if the age of the vehicle exceeds seven (7) years. Except that the Inspector may, at his or her discretion, grant up to two (2) one-year extensions to allow for replacement if, in the opinion of the Inspector the exterior and interior appearance of the vehicle is of an acceptable standard, and upon successful completion of a mechanical inspection by a government approved testing facility.
2. A vehicle used as a Dual Taxicab, which is to be used primarily for transporting people who have a disability or disabilities, including persons who use a wheelchair, scooter or other necessary mobility aid, and which may preclude them from accessing, using, or utilizing a Taxicab, may be excluded from the age restriction in subsection 6.1 if, in the opinion of the Inspector, the vehicle is in a condition commensurate with its original construction, and the vehicle is mechanically sound in all aspects. The decision to allow such an exemption shall be completely at the discretion of the Inspector. A vehicle exempted under this subsection may be reassessed on a bi-annual basis by the Inspector who will determine whether or not such an exemption may continue.
3. Every Vehicle For Hire must be the subject of a valid policy of liability insurance with a minimum coverage of \$5,000,000.
4. A person must not, for monetary consideration, use a Vehicle For Hire except as permitted by this bylaw.

7. SUSPENSION OR REVOCATION

1. It is an express condition of the granting of a License that the licensee must observe all bylaws of the City, and non-compliance with any of the provisions of

such bylaws shall be deemed to be a breach of the conditions under which the license was granted, and shall render such license subject to suspension or cancellation.

2. Any person whose License has been suspended by the Inspector may appeal such suspension in accordance with provisions set out in the Business License Bylaw, Section 417 entitled "Reconsideration of License Suspension".

8. TRANSFER OF LICENSE

1. Any person desiring to obtain a transfer of any License, or interest in any License, issued pursuant to this bylaw and held by any other person, must make an application in the same manner as is required to obtain a License under this bylaw; and the powers, conditions, requirements and procedures relating to the granting and refusal of the licenses and appeals thereon shall apply.
2. A person who purchases all or part of the interest of any person licensed pursuant to this bylaw must not carry on or continue the business, trade, profession or other occupation so purchased without first having obtained either a transfer of the License or a new License.
3. Where any License is transferred, the applicant must pay a fee in accordance with the provisions set out in the Business License Bylaw Section 411 entitled "License Transfer Fees".

DELETED *[Bylaw 7986, February 23, 2009]* **(VEHICLE FOR HIRE PLATE)**

9. STANDARDS OF SERVICE

1. Every holder of a License to operate a Taxicab business must provide a 24-hour service to all persons and, if approved by the Passenger Transportation Board to do so, must include a Dual Taxicab service to persons who have a disability or disabilities, and persons who use a Mobility Aid.
2. Every holder of a License to operate a Dual Taxicab service must, upon telephone or other notification, and after the person has identified themselves as one who requires the service because of a handicap or who uses a wheelchair, scooter or other Mobility Aid, give priority of access to a Dual Taxicab to such customers, and must ensure that Dual Taxicabs are available to primarily serve such customers' on demand transportation requirements at all times that a Vehicle For Hire service is provided to the public, including, but not limited to, high volume periods, and such special situations as, but not limited to, transit strikes.
3. The holder of a License to operate a Vehicle For Hire service, and which includes a Dual Taxicab service, must ensure that all requests for service from a person or persons who have a disability or disabilities, or any person who uses a Mobility Aid, are satisfied in a timely and efficient manner and that a sufficient number of vehicles are available at all times to provide such service. For the purpose of this bylaw, timely and efficient shall mean the average time of response to customers requesting a Taxicab.

10. DUAL TAXICAB

1. Every Dual Taxicab must:
 - (a) be equipped with a sufficiently high door and have sufficient ceiling height to permit easy access for people with disabilities, inclusive of their Mobility Aid;
 - (b) configure within the design of the interior of the Dual Taxicab such space so as to easily accommodate passengers' Mobility Aids;
 - (c) have posted on each side of the vehicle the International Symbol of Accessibility for people with disabilities (see Schedule "A");
 - (d) have displayed, in a position on each side of the vehicle at the rear windows and so as to be easily seen and identifiable by a person seated inside the vehicle in a wheelchair or scooter, the cab identification number.

11. DUAL TAXICAB OWNER REQUIREMENTS

1. Every Licence holder who offers a Dual Taxicab service must:
 - (a) ensure that every Dual Taxicab contains adequate facilities for securing a passenger in a wheelchair and the wheelchair to the floor of the vehicle and that all straps and belts, buckles and clasps are maintained in good order and kept clean and dry;
 - (b) ensure that each driver of a Dual Taxicab is suitably trained for, and is physically capable of assisting in, the correct and safe loading and unloading of people who have a disability or disabilities and who use a Mobility Aid;
 - (c) ensure that each driver of a Dual Taxicab records, on a daily record, every trip that involved the transporting of a person with a disability, stating in each case whether such person used a wheelchair, a scooter or other Mobility Aid;
 - (d) at all times carry liability insurance in the amount of \$5,000,000 that insures all drivers of such Dual Taxicabs against all loss, damage, and claims arising out of, or in connection with, the loading, unloading or transporting of people with disabilities.
 - (e) ensure that the vehicle used as a Dual Taxicab is equipped with a properly maintained and working hydraulic lift or ramp, or other such approved equipment that is satisfactory to the Inspector, to enable the provision of service to persons who have a disability or disabilities, and any person who uses a Mobility Aid.
 - (f) place or amend an advertisement, under the trade name under which the License holder operates, in the Yellow Pages of the Telephone Directory providing information to residents of the City, and indicating that the

business is capable of serving handicapped and wheelchair passengers and others who use a Mobility Aid and that requests for service from these classes of persons shall receive priority over all other service requests.

12. TAXICAB RECOGNITION REQUIREMENTS

1. A person must not use or operate a Taxicab unless it has an illuminated sign bearing the word "Taxi" or "Cab" and complying in all respects with the regulations made pursuant to the Motor Vehicle Act and which must be placed on the front of the taxicab, either outside above the windshield, or inside behind the windshield in a position satisfactory to the Inspector. Such sign must be illuminated between dusk and dawn at such time that the taxicab is available for Hire.
2. A person must not drive or operate a Taxicab unless there is painted on or otherwise permanently affixed to the vehicle:
 - (a) a business name and the words "Taxi" or "Cab" in figures not less than 5 cm high on either the rear doors or front doors on each side of the Taxicab;
 - (b) a number which uniquely identifies that Taxicab in figures not less than 8 cm high on both sides of the Taxicab near the front and on the rear of the Taxicab in a position satisfactory to the Inspector; and
3. The number referred to in clause 2(b) must also be displayed in figures not less than 5 cm high on the inside of the vehicle in a prominent location that is visible to passengers in the rear seat.
4. All words and letters required by subsections (1), (2), and (3) must be kept clear, clean and distinguishable at all times.
5. A trade name must not be used on any Taxicab unless such trade name has first been approved by and recorded with the Inspector; and a licensed owner or driver must not use or publish, or permit to be used or published, any advertising matter or sign indicating, implying or suggesting fares or charges lower than the tariff of fares and charges which owners or drivers of Taxicabs are entitled to receive or charge under the provisions of the Passenger Transportation Board.
6. A Taxicab must not be equipped with tinted windows, blinds or other devices that would restrict vision in either direction through all windows.
7. Every Taxicab must be equipped with an interior light, sufficient to illuminate the entire passenger compartment and which must at all times be maintained in proper working order.

PART FIVE – OWNERS, CHAUFFEURS AND DRIVERS

13. OWNER/DRIVER REQUIREMENTS

1. Every person in charge of any Cab must:

- (a) be neatly and properly dressed, neat and clean in person, and be civil and well-behaved;
 - (b) remain within seven (7) metres of the Cab when the same is at a stand;
 - (c) keep the doors of such Cabs closed when the same is waiting for passengers at a Taxi stand;
 - (d) not stand in such a manner so as to obstruct the free use of the sidewalk or make any loud noise or disturbance, nor use obscene, impudent or abusive language, nor molest, annoy or insult the owners, occupiers, inmates or inhabitants of any building, house or residence, or any passenger, pedestrian or other person whatsoever;
2. The Chauffeur of any Cab must not seek employment by driving the Cab to and fro upon any street, or by interfering with the proper and orderly access to or egress from, or by cruising or hovering in front of any theatre, hall, hotel, railway or ferry station, or other place of public gathering; provided, however, that the driver of a Taxicab may accept passengers at any place of public gathering so long as the Taxicab is lawfully parked on a street or at a Taxi stand in the vicinity of the place or building where such public gathering is taking place.
3. Every Chauffeur of a Taxicab must proceed by the most direct route to the point of destination, unless otherwise specifically directed by the passenger.
4. Every Chauffeur of a Taxicab must keep a daily record of all trips made, containing the following information:
- (a) the date, time, origin and destination of each trip, which must be entered in the record as soon as practical after the completion of the trip;
 - (b) the Chauffeur's name and address;
 - (c) the Provincial License number of the Taxicab;
 - (d) the speedometer reading at the start and finish of the Chauffeur's shift.
5. Every Chauffeur of a Taxicab must, no later than twenty-four (24) hours after completion of each shift, deposit in the business office of the owner of the Taxicab business the daily record required by subsection 14.4 that relates to that shift.
6. Before accepting the daily trip record from the Chauffeur, the owner of a Taxicab business must ensure that each trip is legibly and properly noted in the record.
7. The records referred to in subsection 14.4 must be kept by the Owner of the Taxicab business at the Owner's place of business for a period of six (6) months, and during that time must be produced for inspection at any time on request by the Chief of Police or the Inspector.

8. Every Owner and Chauffeur of a Taxicab, excluding a Dual Taxicab, must accommodate the persons who request Taxicab service in the order of their request and, if a Taxicab is not available to give such service within a reasonable time, then the person must be so informed.
9. An Owner or Chauffeur of a Taxicab must not refuse or neglect to convey any orderly person or persons upon request in the City unless previously engaged or unable or prohibited by the provisions of this bylaw or permitted to refuse service pursuant to the Passenger Transportation Act or any regulations thereunder.
10. An Owner or Chauffeur of a Taxicab must not convey any person or persons other than the person or persons first engaging the Taxicab, and the carrying of passengers for separate fares is prohibited unless authorized by the Passenger Transportation Board.
11. A motor vehicle must not be operated as a Cab except by the registered owner thereof or by a Chauffeur employed by and directly responsible to such Owner. Every Owner granted a License to operate a Cab business must, on the engagement of any Chauffeur, provide the number and date of the Chauffeur's driver's license to operate a Cab and Chauffeur's Permit to the Chief of Police and must, during the term of the Chauffeur's employment, keep a record of such driver's license and Chauffeur's Permit.
12. Every Taxicab must be equipped with a two-way radio, which must be maintained in good working order and capable of receiving and acknowledging calls for customer service.

14. DRIVER IDENTIFICATION

1. A person must not operate or drive a Cab for Hire unless a driver identification card complying with the requirements set out in Schedule B and including a current photograph of the Chauffeur is placed on the inside of the vehicle in a prominent location that is visible to passengers in the rear seat.

15. CHARGES AND FARES

1. An Owner or Chauffeur of a Taxicab must not charge, demand, collect or receive any fare or charge except in accordance with the tariff of fares authorized by the Passenger Transportation Board. An Owner or Chauffeur must not refund or remit in any way any portion of the fares so specified.
2. An Owner of a Taxicab must not publish or use or permit to be published or used any rates or fares other than those authorized by the Passenger Transportation Board or maximum thereof, whether such rates or fares are determined by Taximeter or by time.
3. An Owner of a Vehicle For Hire must not, either directly or indirectly, carry or permit to be carried without charge any passenger, unless the passenger is an officer, agent or employee of the owner or the ride is for a charitable purpose.
4. If authorized to do so by the Passenger Transportation Board, any person operating a Taxicab may operate on a time or mileage basis at the request of a

passenger at and for rates and charges as authorized by the Passenger Transportation Board in respect to time rates or fares for such vehicle.

5. The Owner and Chauffeur of a Taxicab or Shuttle Cab must display therein a tariff card of the rates and charges for such Cabs authorized by the Passenger Transportation Board in a position that is clearly visible to passengers in the rear seat. A person must not remove such tariff card or mutilate, deface or otherwise dispose of same.
6. A Chauffeur or Owner of a Shuttle Cab must not charge, demand, collect or receive a fare, charge or remuneration of any kind which exceeds the maximum charges as authorized by the Passenger Transportation Board for the provision of such service.

16. TAXIMETER

1. A person must not operate a Taxicab unless such Taxicab is equipped with a Taximeter which complies with the requirements of this bylaw and the requirements of the Passenger Transportation Board.
2. All Taximeters must be installed so as to be automatically operated when the Taxicab is in motion as well as when such vehicle is standing under hire and must be kept in a condition ensuring accuracy and continuous registration during hire.
3. A person must not use or permit to be used in any Taxicab a Taximeter which registers more than 2% (two percent) incorrectly.
4. At the request of the Inspector, and in any event once every six (6) months, every Taximeter must be tested to ensure that it displays the correct tariff authorized by the Passenger Transportation Board or maximum thereof, is accurate subject to subsection (3), and is otherwise in good working order.
5. The Chauffeur of a Taxicab must ensure that its Taximeter is:
 - (a) adequately illuminated at all times when in use between dusk and dawn;
 - (b) installed and placed at the right side of the driver and in such a position that the fare to be paid by the passenger may be easily read from the rear passenger compartment, and placed in the Cab such that the face of the meter is in plain view both from within and without the Cab;
 - (c) adjusted in accordance with the distance rates or fares specified by the Passenger Transportation Board;
 - (d) used only when the seal thereon is intact; and
 - (e) maintained in good working condition at all times, and not used when defective in any way.

6. It is unlawful for a Chauffeur of a Taxicab while carrying passengers or under engagement to indicate that the Cab is not engaged or, when the Cab is not engaged, to indicate that the Cab is engaged.
7. The Chauffeur of every Taxicab or Dual Taxicab must place the meter in the hired mode only when the passenger is securely in the vehicle and the vehicle is put into motion, and must disengage the Taximeter from the hired mode when the vehicle has ceased motion at the termination of such trip. As an exception, if, within three (3) minutes of arrival and the driver identifying himself or herself to the passenger, the passenger is not visible to the driver and proceeding to the Taxicab or Dual Taxicab, the Taxi Meter may be placed in the hired mode after the three (3) minute period has expired, or after a waiting period determined by the Taxicab Owner, whichever is longer.
8. Subsections 17.6 and 17.7 are deemed not to apply when a Taxicab is being operated on a time or distance basis.
9. Where an Owner or Chauffeur of a Taxicab is required to collect a tax imposed by a government, such tax must be included in the fare shown on the Taximeter and may be demanded, collected or received in addition to any fare or charge demanded, collected or received pursuant to this section. A sign clearly indicating that the fare shown includes such tax must be posted inside the Taxicab in proximity to the tariff card referred to in subsection 16.5.

17. VEHICLE CONDITION

1. The interior and exterior of every Vehicle For Hire must be kept clean and in good repair, and whenever the owner of any Vehicle For Hire receives notice, either given to the Owner personally or to a Chauffeur of the vehicle, signed by the Inspector, that such Vehicle For Hire is not in a fit or proper condition for use, stating briefly the condition complained of, such Owner must forthwith cease to use such vehicle and, within the time mentioned in such notice, must remedy the condition complained of.
2. A person must not carry in any Vehicle For Hire a greater number of passengers than the seating capacity for the vehicle or the number of passengers such vehicle is designed to accommodate, whichever is the lesser.
3. A person owning or operating any Vehicle For Hire must not load, carry or transport any baggage on the outside of the vehicle, except in racks designed and constructed for that purpose.
4. The Owner of any Vehicle For Hire in respect of which a License has been issued must, when requested, forthwith submit the vehicle for examination to the Inspector, and an Owner or Chauffeur must not at any time prevent or hinder the Inspector from entering the Owner's garage or other building for the purpose of inspecting such vehicle.
5. Where an Owner of a Vehicle For Hire disposes of it and acquires another Vehicle For Hire, such owner must submit the replacement vehicle to the Inspector for approval in conformity with the provisions of this bylaw before using the vehicle for the purpose of the business.

6. Where a Taxi is not in service due to a mechanical failure or has been involved in an accident that requires that the vehicle is removed from service for repair(s), then a replacement vehicle may be temporarily used to provide service if such vehicle;
 - (a) is approved by the Passenger Transportation Board to be used as a Taxi to provide service to the public;
 - (b) is mechanically sound in all respects and has successfully completed a mechanical inspection by a government approved testing facility;
 - (c) in the opinion of the Inspector, the exterior and interior appearance of the vehicle is of an acceptable standard;
 - (d) is equipped with a Taximeter which complies in every respect with the requirements of the Passenger Transportation Board;
 - (e) complies with this bylaw and the requirements of the Passenger Transportation Board.
7. A temporary replacement vehicle must cease to be used when repairs have been completed on the vehicle that it is replacing, and that vehicle is able to resume service to the public.
8. A driver of a Vehicle for Hire must not pick up, take on or carry any passenger unless the vehicle displays a valid decal indicating that the vehicle has passed a safety inspection under the provisions of the Motor Vehicle Act. *[Bylaw 7986, February 23, 2009]*

18. DRIVER EMPLOYMENT

1. An Owner of any Vehicle For Hire must not employ, engage or permit any person to operate the Vehicle For Hire unless that person holds a valid Chauffeur's Permit and driver's license of the type required by the Motor Vehicle Act or its regulations for the operation of that vehicle.
2. An Owner of a Vehicle For Hire must, on the engagement of a Chauffeur, ascertain the number and date of the driver's license to operate a vehicle, and forthwith report the same to the Chief of Police and must, during the term of the Chauffeur's employment, keep a record of such license.
3. Owners of Vehicles For Hire who employ both male and female Chauffeurs must arrange suitable and separate washroom accommodation for each gender.
4. Within two (2) days of the engagement of a Chauffeur, every Owner of a Vehicle For Hire must notify the Chief of Police that the Chauffeur has been employed, and when such Chauffeur ceases to be so employed, the Owner must, within two (2) days thereafter, notify the Chief of Police to such effect, giving the reasons for such cessation of employment.

19. OWNER/DRIVER RESPONSIBILITIES

1. An Owner or Chauffeur of any Vehicle For Hire must at all times obey the lawful orders and directions respectively of the Chief of Police and Inspector.
2. An Owner of a Vehicle For Hire who drives his or her own vehicle must not spend more hours in any one day in operating the vehicle than the maximum number of hours of work for a Cab driver as provided in the Motor Vehicle Act.
3. Each Owner referred to in subsection 20.2 of this section must keep a true and accurate record in ink or indelible pencil in the English language of the hours worked each day in personally operating the vehicle. Such records must be produced for inspection at all reasonable times on demand of the Inspector or Chief of Police.
4. Every Person to whom a License has been granted must, at all reasonable times, permit the Chief of Police, Inspector, or any other Peace Officer or official of the City to inspect any place, premises or thing in respect of which such License has been granted.
5. Every Person licensed under this bylaw to operate a Vehicle For Hire must, upon changing Cab Premises address or establishing additional premises, so notify the Chief of Police and the Inspector within two (2) days by providing the new or additional address and such other particulars as the Chief of Police or the Inspector may require.
6. Every person holding a Chauffeur's Permit issued by the Chief of Police must, upon changing his or her home address, so notify the Chief of Police within two (2) days, giving the new address and such other particulars as the Chief of Police may require.
7. An Owner or Chauffeur of a Vehicle For Hire must not employ or allow a runner or other person to, on a street, assist or act in concert with such Owner or Chauffeur in soliciting any person.
8. A person must not assist or act in concert with the Owner or Chauffeur of a Vehicle For Hire on any street in soliciting any person.
9. An Owner and Chauffeur of any Vehicle For Hire must immediately disinfect such Cab after it has, to his or her knowledge, conveyed any person suffering from any contagious or infectious disease.
10. (a) An Owner and Chauffeur of any Vehicle For Hire must take due care of all property delivered or entrusted to him or her for conveyance and immediately upon the termination of any hiring or engagement, must carefully search the vehicle for any property lost or left therein; and all property and money left in the Vehicle For Hire must be forthwith delivered over to the person owning the same; or

(b) if the Owner of the property or money cannot at once be found, the property or money must be delivered to the Cab Premises of the Vehicle

For Hire for safe keeping until such time that the owner of the property or money is found; and

- (c) information relevant to identify said property or money must be recorded in a log specifically kept for that purpose and which must be available for inspection upon request by the Chief of Police; and
- (d) the property or money must be stored in such a way as to ensure the integrity of such property or money with all information which might assist in establishing ownership of said property or money; and
- (e) every Owner and Chauffeur of a Vehicle For Hire in which said property or money is found must make every reasonable effort to locate and contact the owner of the property or money.
- (f) In the event that an Owner cannot be located and contacted, the property or money must be held for a period not less than thirty (30) days; and
- (g) if not claimed must be delivered to the Chief of Police with all information which might assist to establish ownership of said property or money.

PART SIX – OFFENCES, PENALTIES AND ENFORCEMENT

20. OFFENCES OR INFRACTIONS

- 1. Non-compliance with any of the provisions of this or any other bylaw applicable to a License or failure to maintain the standard of qualification for the issue of a License as herein provided shall be deemed to be an infraction of this bylaw and shall render a License holder liable to the penalties hereby imposed, or to suspension or cancellation of the License.
- 2. Every person who makes any false statement in any application for a License under the provisions of this bylaw is guilty of an offence against this bylaw.
- 3. Every person who offends against any of the provisions of this bylaw, or who suffers or permits any act or thing to be done in contravention or in violation of any of the provisions of this bylaw, or who neglects to do, or refrains from doing anything required to be done by any of the provisions of this bylaw, or who does any act or thing which violates any of the provisions of this bylaw, is deemed to be guilty of an infraction of this bylaw, and shall be liable to the penalties hereby imposed.

21. PENALTY

- 1. Every person who commits an offence against this bylaw is liable to a fine and penalty of not more than \$2,000.00 and not less than \$100.00 for each offence, and in default of payment thereof, or in the alternative, to imprisonment for a period determined by a Justice of the Court of British Columbia.

22. ENFORCEMENT

1. This bylaw may be enforced by means of a ticket in the form prescribed for the purpose pursuant to Section 264 of the Community Charter.
2. This bylaw may be enforced by officers of the North Vancouver Detachment of the Royal Canadian Mounted Police, Municipal Inspectors, Municipal Bylaw Enforcement Officers or duly authorized Peace Officers.

23. SEVERABILITY

If a court of competent jurisdiction should declare any section or part of a section of this bylaw to be invalid, such section or part of a section shall not be construed as having persuaded or influenced Council to pass the remainder of the bylaw, and it is hereby declared that the remainder of the bylaw shall be valid and shall remain in force.

Every provision of this Bylaw is subject to the Passenger Transportation Act, and any regulations made thereunder, and any other applicable statute or regulations of British Columbia and in the event of any conflict the provisions of Section 10 of the Community Charter shall apply.

24. REPEAL

“Cab Regulation Bylaw, 2004, No. 7621” and all amendments thereto, are hereby repealed.

READ a first time by the Council on the 12th day of June, 2006.

READ a second time by the Council on the 12th day of June, 2006

READ a third time and passed by the Council on the 12th day of June, 2006.

RECONSIDERED and finally adopted
By the Council, signed by the Mayor and
City Clerk and sealed with the Corporate
Seal on the 10th day of July, 2006.

“Darrell R. Mussatto”

MAYOR

“Sandra E. Dowey”

CITY CLERK

Schedule “A”

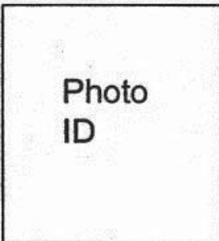
**City of North Vancouver
Cab Regulation Bylaw, 2006, No. 7787**



Schedule "B"

City of North Vancouver Cab Regulation Bylaw, 2006, No. 7787

Driver Identification Card

 District of North Vancouver	 DRIVER IDENTIFICATION	 District of West Vancouver
 Photo ID	_____ Name	
	_____ Company	
	_____ Chauffeur's Permit Number	
To be placed on the inside of the vehicle in a prominent location that is visible to all passengers.		

The Size of the Card Shall Be 15.24 cm (6 inches) wide x 10.16 cm (4 inches) high

SCHEDULE A TO BYLAW NO. 6300

DESIGNATED BYLAWS	DESIGNATED BYLAW ENFORCEMENT OFFICER
1. "Construction Regulation Bylaw, 2003, No. 7390"	- Building Official - Property Use Inspector - Business Licence Inspector
2. "Business Licence Bylaw, 1973, No. 4513"	- R.C.M.P. Members - Property Use Inspector - Business Licence Inspector
3. "Commercial Vehicle Licence Bylaw, 2006, No. 7832"	- R.C.M.P. Members - Bylaw Enforcement Officer
4. "Fire Bylaw, 2005, No. 7709"	- The Fire Chief, members and authorized Local Assistants to the Fire Commissioner
5. "Fireworks Bylaw, 2005, No. 7677"	- Members of the R.C.M.P. - Fire Chief and authorized Local Assistants to the Fire Commissioner, - Fire Inspectors - Bylaw Enforcement Officers - Business Licence Inspectors
6. "Noise Control Bylaw, 1987, No. 5819"	- R.C.M.P. Members - Bylaw Enforcement Officer - Public Health Inspectors - Building Official
7. "City of North Vancouver Nuisance Abatement Bylaw, 1986, No. 5659"	- Property Use Inspector - Bylaw Enforcement Officer
8. "Water Utility Bylaw, 1994, No. 6417"	- Bylaw Enforcement Officer
9. "Dog Tax and Regulation Bylaw, 2006, No. 7732"	- Poundkeeper, Animal Control Officer, Police Officer, Bylaw Enforcement Officer
10. "Rental Premises Standards of Maintenance and Prevention of Nuisances Bylaw, 2008, No. 7931"	- Bylaw Enforcement Officer - Property Use Inspector - Building Inspector - Building Official
11. "Smoking Regulation Bylaw, 2014, No. 8330" [Bylaw 8375/Oct 20/14]	- Bylaw Enforcement Officer - R.C.M.P. Officer
12. "Pet Establishment Regulation Bylaw, 1998, No. 7040"	- Bylaw Enforcement Officer - S.P.C.A. Animal Control Officer - Business Licence Inspector - Property Use Inspector - R.C.M.P. Members
13. "Cat Regulation Bylaw, 1999, No. 7105"	- Poundkeeper
14. "Business Licence Bylaw, 1973, No. 4513"	- Business Licence Inspector - R.C.M.P. Officer - Property Use Inspector - Bylaw Enforcement Officer
15. "Business Licence Bylaw, 1973, No. 4513"	- R.C.M.P. Officer - Business Licence Inspector - Property Use Inspector
16. "Cab Regulation Bylaw, 2004, No. 7621"	- Licence Inspector - Peace Officer - Chief of Police - Business Licence Inspector - Bylaw Enforcement Officer
TO BE REMOVED	

SCHEDULE B16 TO BYLAW NO. 6300

CAB REGULATION BYLAW, 2004, NO. 7621

DESIGNATED EXPRESSION	SECTION	FINE
No Chauffeurs Permit	4 (1)	150.00
No Valid Photo Identification	4 (7)	100.00
Fail To Permit Inspection	5 (4)	150.00
Failure To Provide Service	10 (3)	150.00
Failure To Maintain Adequate Facilities	12 (1)(a)	100.00
Failure To Keep Daily Record	12 (1)(c)	100.00
Failure To Provide or Maintain, Hydraulic Lift or Ramp	12 (1)(e)	100.00
Failure To Comply With Notice	18 (1)	200.00
Failure To Submit Vehicle	18 (4)	200.00

REMOVE FROM BYLAW 6300

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THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 8763

A Bylaw to repeal “Cab Regulation Bylaw, 2006, No. 7787”

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 **“Cab Regulation Bylaw, 2006, No. 7787, Repeal Bylaw, 2020, No. 8763”**.
2. “Cab Regulation Bylaw, 2006, No. 7787” and amendments thereto are hereby repealed.

READ a first time on the <> day of <>, 2020.

READ a second time on the <> day of <>, 2020.

READ a third time on the <> day of <>, 2020.

ADOPTED on the <> day of <>, 2020.

MAYOR

CITY CLERK

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THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 8764

A Bylaw to amend “Ticket Information Utilization Bylaw, 1992, No. 6300”

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 **“Ticket Information Utilization Bylaw, 1992, No. 6300, Amendment Bylaw, 2020, No. 8764”**.
2. “Ticket Information Utilization Bylaw, 1992, No. 6300” is amended as follows:
 - A. In Schedule “A”, by deleting line 16, “Cab Regulation Bylaw, 2004, No. 7621”, in its entirety;
 - B. By deleting Schedule B16, “Cab Regulation Bylaw, 2004, No. 7621”, in its entirety.

READ a first time on the <> day of <>, 2020.

READ a second time on the <> day of <>, 2020.

READ a third time on the <> day of <>, 2020.

ADOPTED on the <> day of <>, 2020.

MAYOR

CITY CLERK

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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: Barb Pearce, Director, Strategic & Corporate Services
Heather Reinhold, Deputy Director, Strategic & Corporate Services

Subject: PRIORITIZATION OF HARRY JEROME COMMUNITY RECREATION
CENTRE COMPONENTS AND ASSOCIATED PROJECTS

Date: March 2, 2020 File No: 02-0800-30-0002/1

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

RECOMMENDATION:

PURSUANT to the report of the Director and Deputy Director, Strategic & Corporate Services, dated March 2, 2020, entitled "Prioritization of Harry Jerome Community Recreation Centre Components and Associated Projects":

THAT based on the Community Recreation Strategy prioritization process, the recommended Harry Jerome Community Recreation Centre scope, inclusive of the following components, be endorsed:

- Community Recreation Centre Program:
 - Gym 1 & 2
 - Fitness Space
 - Multi-Purpose Rooms
 - Art Spaces
 - Youth Area
 - Preschool Space
 - Community Living Room
- Aquatic Program
 - Leisure Pool
 - 26.5m 10-lane Pool
 - Diving 1m & 3m
 - Hot Pool & Amenities

- Arena Program
 - Ice with 500 seats
- Outdoor Program
 - At-grade Multi Activity Court
 - Skatepark
- Associated Project
 - Silver Harbour Seniors Activity Centre

THAT staff be directed to redesign the Harry Jerome Community Recreation Centre project based on the recommended component scope and for overall cost effectiveness, including:

- Removal of rooftop uses
- Reduction of south building from a four storey to three storey configuration
- Reducing windows throughout
- Review of component size, building form and materiality;

THAT staff be directed to pursue the investigation of higher sustainability targets, with consideration to financial impacts, as part of the redesign effort for Harry Jerome Community Recreation Centre;

THAT staff's recommendation is to continue, as previously directed by Council, to work with Flicka, on a cost-share basis, to update cost estimates for both a full renovation and a purpose built facility at Mickey McDougall; develop cost estimates based on existing square footage and an enhanced facility; develop a letter of support from Mayor and Council; and request Flicka to report back on a fundraising plan;

THAT existing Harry Jerome Community Recreation Centre funding be reallocated for the purpose of funding the redesign phase and internal and external project management related to Harry Jerome Community Recreation Centre and associated projects;

AND THAT staff report back with an updated Harry Jerome Community Recreation Centre design, renewed Class B estimate with financing plan and an updated project schedule.

ATTACHMENTS:

1. Council endorsed Community Recreation Strategy - "A Healthy City for All: The Role of Community Recreation" dated February 2020 ([Doc#1881918](#))
2. HJCRC & Associated Project Component Summary List ([Doc#1887951](#))
3. HJCRC & Associated Project Decision-Making Framework Summary ([Doc#1887973](#))
4. Council Report (report only), dated February 25, 2019, entitled "Harry Jerome Community Recreation Centre Update: Potential Cost Reductions and Enhanced Project Management Measures" ([Doc#1888301](#))
5. Council Report (report only), dated July 18, 2018, entitled "Flicka Gymnastics Relocation – Next Steps" ([Doc#1888298](#))
6. Correspondence from Flicka Gymnastics dated May 23, 2019 ([Doc#1888863](#))

PURPOSE:

To confirm the component scope and next steps for Harry Jerome Community Recreation Centre (HJCRC) and associated projects based on the Community Recreation Strategy decision-making framework.

BACKGROUND:

On February 24, 2020, Council endorsed the Community Recreation Strategy – “A Healthy City for All: The Role of Community Recreation” (Attachment #1).

The Community Recreation Strategy confirms the vision and goals for community recreation in the City and includes a decision-making framework to help prioritize significant community recreation projects in the City.

As confirmed through the Community Recreation Strategy, the City’s vision is to create a healthy city for all. Quality community recreation, comprised of the built and natural environment, programs, and services, inspires residents to be active and connected to their community throughout their life. All community recreation programs, services and amenities must work to improve the health and wellbeing of individuals, foster a sense of belonging and strengthen community capacity.

DISCUSSION:

For the past several years, the scope for replacement and enhancement of HJCRC and associated projects has been reviewed and debated. Making decisions related to the redevelopment of such a significant community recreation project has been challenging.

In the past, when working to confirm project scope, the focus has generally been on which components to exclude, and in retrospect, often without context of the broad range of amenities that were being included in the HJCRC.

In order to maximize the contribution of a new HJCRC towards meeting our goals for community recreation, while being fiscally responsible, the four-step prioritization process, as outlined in “A Healthy City for All: The Role of Community Recreation” has been undertaken. The prioritization process has been completed for each of the individual HJCRC components and associated projects and is summarized below. (For a comprehensive summary of all components and associated projects, see Attachment #2.) Program or space components that would be essential in any replacement of HJCRC, such as administration space, circulation space and parking, were not included in the prioritization process. Parking is however discussed with respect to refinements for overall cost effectiveness further below.

As part of undertaking the prioritization process, inputs from a variety of sources were considered: public and stakeholder input from the past several years; detailed stakeholder input gathered in the development of the HJCRC Functional Program; North Vancouver Recreation and Culture Commission (NVRCC) utilization data and needs assessment; and experience derived from operating the existing and other facilities.

As noted in “A Healthy City for All: The Role of Community Recreation”, the prioritization process is somewhat subjective and it is anticipated that not all stakeholders will agree with the prioritization of specific amenities. It is important to note that all components have value, however prioritization is necessary due to financial and space capacity.

SUMMARY OF PRIORITIZATION PROCESS:

A summary of the prioritization process is outlined below; a more detailed summary of Step Two and Step Three is included as Attachment #3.

STEP ONE: How well does an amenity meet our goals?

Two overarching goals for community recreation in the City have been confirmed. For an amenity to be considered for replacement, enhancement or new, the amenity must significantly meet the following goals:

- *Improve health & wellbeing of individuals*
 - Provide opportunities for all to be active and creative; regardless of age, ability and identity
 - Enable life-long active living, physical literacy, play and creativity
 - Ensure equitable access through opportunities that are physically, financially and socially accessible
 - Provide opportunities for skill development
 - Promote and enable the benefits of being in nature

- *Foster sense of belonging & strengthen community capacity*
 - Promote inclusion; enable the celebration of diversity in ethnicity, age, ability and gender
 - Build community spirit and pride
 - Provide safe, welcoming spaces, places and experiences that allow people to connect to one another
 - Develop leadership and build community capacity
 - Facilitate environmental and community stewardship

All of the HJCRC and associated project components substantially meet our goals for community recreation and thus were advanced in the prioritization process. The comparative extent to which components meet our goals were further assessed as part of Step Three.

STEP TWO: Do we have the right amount and range of amenities?

To assess if we have the right amount and range of amenities, each component was reviewed in consideration of the five demand indicators: Use of Amenities; Community Priority; Group Preference; Participation Trends & Demographics, and Comparative Supply.

The summary of demand indicator ratings represent the ideal course of action if there were no constraints. The demand indicator summary ratings can be found in Attachment #3. All components were then advanced to Step Three for overall prioritization.

STEP THREE: How do we prioritize delivery of enhanced or new amenities?

Building on Step Two, to best maximize the contribution of HJCRC towards meeting our community recreation needs, within the constraints, each of the components was further assessed through four prioritization criteria: Contribution to Community Recreation Goals; Financial Impact; Flexibility, Adaptability and Non-Exclusivity; and Expected Economic Impact. This step was completed for all amenities recommended for replacement, enhancement or new. Based on the cumulative decision-making framework, a summary of the prioritized list of components can be found in Attachment #3.

Based on the prioritization process, the recommended HJCRC component scope, grouped by amenity type, is outlined below.

RECOMMENDED HJCRC COMPONENT SCOPE
Community Recreation Centre Program
Gym 1 & 2
Fitness Space
Multi-Purpose Rooms
Art Spaces
Youth Area
Preschool Space
Community Living Room
Aquatic Program
Leisure Pool
26.5m 10-lane Pool
Diving 1m & 3m
Hot Pool & Amenities
Arena Program
Ice with 500 Seats
Outdoor Program
At-grade Multi Activity Court
Skatepark
Associated Project
Silver Harbour Seniors Activity Centre

Summary of Items Not Recommended for Inclusion within HJCRC:

Items not recommended for inclusion within the HJCRC scope, with supporting considerations, are as follows:

- **53m 8-lane Pool:**

A 53m 8-lane Pool ranks high based on demand indicators and ranks the same as a 26.5m 10-lane Pool for all criteria, with the exception of Use of Amenities. While a 53m 8-lane pool offers increased physical capacity for concurrent users, there is a likelihood for this to create an oversupply of aquatic space in North Vancouver. In addition, it is highly anticipated that the 53m 8-lane Pool would be used only a small portion of the time in the 53m configuration. (See Attachment #4)

When further assessing a 53m 8-lane Pool against the overall prioritization criteria, it is the Financial Impact that lowers the ranking below a 26.5m 10-lane Pool.

A 53m 8-lane Pool will cost more to construct and will cost more to operate than a 26.5m 10-lane Pool.

An enhanced replacement of the existing 25m Pool, along with the provision of a new Leisure Pool, will best meet the City's desired outcomes overall within the financial reality.

- **Rooftop Track / Walking Circuit:**

While the track / walking circuit ranked high within the overall prioritization process, costs incurred in locating this component on the roof results in it not being recommended for inclusion. Furthermore, as outlined in Attachment #4, this recommendation has been made with the context of alternate walking provisions available through the Green Necklace and the track amenities at Sutherland and Fen Burdett.

- **Skatepark Roof**

The July 2018 HJCRC scope included a partially covered skatepark. As part of the user engagement process, a partial roof was a compromise between either full or no roof options. A skatepark roof has a relative high capital cost, can always be added as a future component, and it is therefore recommended that this component be removed from project scope.

- **Rooftop Sports Court (Racquet):**

While there is a desire to replace the existing four tennis courts on site, the cost premium of locating it on the roof results in this amenity not being recommended for inclusion. As outlined in Attachment #4, the rooftop sports courts would also be constrained in size and accessibility, reducing the use, flexibility and adaptability. A future project could integrate additional tennis / sports courts, at-grade, elsewhere in the City.

- **Curling:**

The inclusion of curling has had considerable discussion and review over the past number of years. Curling would be a new amenity. When considered through the decision-making framework, demand indicators overall do not rate high for curling. The use of a curling facility is comparatively less than many other amenities and there are limited numbers of City residents engaged in the activity (there are options available to participate in the sport within the Metro region). In addition, the participation trends from Curl BC for Canada, BC and Lower Mainland indicate a modest decline in curling over the past decade and a lower percentage of participation by Canadians than in the past.

In consideration of the prioritization criteria, curling does contribute to achieving the goals set for community recreation, but the financial impact of curling is the most significant factor for it not being recommended for inclusion. Curling has a high capital construction cost as well as high ongoing operating costs (see Attachment #4). Lastly, curling takes up sizable area on a constrained site, and the amenity is an exclusive-use facility during the at least half of the year.

- **Diving 5m:**

A 5m diving component had been included in the most recent (July 2018) project scope. This would be a new amenity not currently provided in HJCRC. It did not rank high in looking at demand indicators. As the 5m diving component would be utilized by a small segment of pool users, increase capital costs and can be accessed in other communities, it is recommended that this component be removed from project scope.

- **Pool Slide:**

A pool slide has been included in the project scope to date as a replacement of the existing slide. In terms of consideration through the prioritization matrix, it has been highlighted that use is limited from an accessibility standpoint, it is open only a portion of operating hours and has high capital and operating costs (due to staffing implications). In review, alternatives could be provided at a lower cost and with greater flexibility through mobile play features and smaller scale slides that do not need to be staffed. In keeping with the prioritization recommendation, staff recommend that the pool slide be removed from project scope.

STEP FOUR: Next Steps & Taking Action!

In order to advance the HJCRC project, a redesign process related to component scope and overall cost effectiveness is required.

HJCRC Design Refinements for Cost Effectiveness:

With Council direction to undertake a redesign process, staff will work to incorporate the component updates as well as revisions for overall cost effectiveness. These revisions would include the following costs savings as previously identified in the March 22, 2019 report (Attachment#4): the removal of rooftop uses; reduction of the south building form from a four storey to three storey configuration; and a reduction of windows throughout.

In addition, opportunities to minimize costs through the refinement of component areas, building form and materiality throughout the whole building will be made. A number of components that are considered core to a new HJCRC (inclusive of Silver Harbour) are enhancements over the existing program. With a necessary focus on cost effectiveness, component sizing will be reviewed, and revised where possible, through the redesign process. Incorporation of the highest accessibility standards (Rick Hansen Foundation Accessibility Certification "Gold") will continue to be incorporated. Updates will be included in the redesign report back to Council.

Lastly, a means to reduce overall cost would be to reduce the parking provision. It is staff's recommendation not to reduce parking, even with a reduction in overall program. The current provision of 403 underground parking stalls is a direct replacement of the existing on and off-street parking currently utilized by the existing HJCRC and Centennial Theatre. However, in efforts to reduce overall project cost, and to reflect a reduction in previous contemplated scope, an allocation of ~350 stalls would represent a replacement of the current on-site parking (344 stalls). It should be noted, that the majority of existing on-street parking will not be reinstated. Should Council wish to include a reduction in underground parking, the following recommended could be included:

THAT staff be directed to provide 350 underground parking stalls as part of a revised design for HJCRC for cost effectiveness;

Project Timing:

It is anticipated that the redesign process, inclusive of an update to the Class B cost estimate, will take 6-8 months to complete. Staff will then report back with an updated design, cost estimate, project schedule and financing plan for Council's consideration. As part of reporting back, the project will be evaluated for consistency with the Zoning Bylaw and any required variances (ex. lot coverage, setback, etc.) would be brought forward for Council consideration. Lot consolidation will be completed as well.

Project Team:

In order to proceed with workload and to integrate a more in-depth construction and sequencing review, internal and external project management will be integrated as part of the project team.

Sustainability Targets:

Currently the design for HJCRC incorporates a number of comprehensive green building strategies and sustainability initiatives, with an expected 50-60% reduction in GHG's over the existing facility.

With Council direction, and in coordination with LEC, the redesign phase will explore the opportunity for on-site heat recovery to further reduce carbon intensity with a goal of working towards further reducing carbon emissions.

Next Steps Flicka Gymnastics

Flicka Gymnastics is a non-profit society that provides both recreational and competitive recreational gymnastics. Flicka has rented space at HJCRC, at a subsidized rate, in the since 1999.

As outlined in the July 18, 2018 report (Attachment#5), a feasibility study for the Mickey McDougall site was completed and Flicka indicated their support of a basic renovation option for the City-owned Mickey McDougall building. The intention with this scenario was for the City to lease the building to Flicka and for the City to undertake landlord improvements, which were to be financed through the City's Project Plan (separate from HJCRC funding). Flicka would then be responsible for tenant improvements to optimize the building for their needs. There is no provision for financial contribution to more significant capital investments at this time.

Upon further review, Flicka has determined that this option does not meet their needs and would substantially increase their operating costs. As outlined in their letter of May 23, 2019 (Attachment #6), Flicka has indicated that if a new gymnastics facility is not provided within the new HJCRC, their organization's preference is to obtain a purpose-built facility (such as Mickey McDougall) with significantly more square footage than currently occupied in HJCRC. A secondary option would be an extensively renovated building that meets these enhanced needs (such as Mickey McDougall). Flicka has indicated a willingness to fundraise for and then operate a new/renovated facility, and a commitment from Council for either a long-term land lease or building lease is required to begin this process.

As part of undertaking the overall prioritization process, staff assessed the Flicka Gymnastics component through the decision-making framework. In summary, the existing facility is well used, there is existing demand within the community and it does respond to demographic and participation trends.

In order to support provision of gymnastics, staff's recommendation is to continue to work, on a cost share basis, with Flicka to:

- Update cost estimates for both a purpose built facility and a full renovation;
- Develop cost estimates based on existing square footage and an enhanced facility;
- Develop a letter of support from Mayor and Council;
- Request Flicka to report back on a fundraising plan.

FINANCIAL IMPLICATIONS:

The current Class B estimate for HJCRC that was completed in February 2019, is no longer current. Present day indication does not show a softening of construction costs. It is understood that to proceed with a new HJCRC, scope and cost reductions will be required for all components, amenities and features.

The redesign effort will focus on the scope and cost reductions. Once complete, a design update to Council will include an updated Class B estimate, financing plan and project schedule for Council's consideration. The redesign effort and integration of internal and external project management can be accommodated within existing appropriated project funding. Funds that were previously appropriated for construction documentation, site servicing and demolition, will be reallocated to redesign efforts and project management. The anticipated cost for the redesign period is approximately \$700,000. The anticipated cost for internal (3 years) and external (pre-construction phase) project management is \$780,000. Additional funding for construction documentation, site servicing and demolition will likely be required and a request will be included as part of the design update to Council.

A grant application has been made to the "Investing in Canada's Infrastructure Program" (ICIP). A decision is anticipated in early spring. Staff will update Council on any updates or outcomes of the grant application process.

INTER-DEPARTMENTAL IMPLICATIONS:

Strategic & Corporate Services, Engineering, Parks & Environment and North Vancouver Recreation and Culture Commission staff collaborated on the prioritization of the HJCRC and associated project components.

CORPORATE PLAN AND/OR POLICY IMPLICATIONS:

The replacement of HJCRC will contribute to health and wellness opportunities within our community, inspiring residents to be active and connected to their community throughout their life.

STRATEGIC PLAN IMPLICATIONS:

Renewal of HJCRC plays a significant role in contributing to achieving Council's vision of the Healthiest Small City in the World.

RESPECTFULLY SUBMITTED:



Barb Pearce
Director, Strategic & Corporate Services

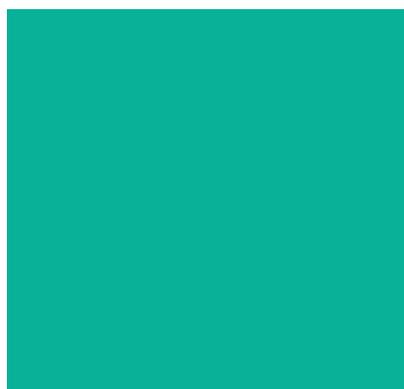


Heather Reinhold
Deputy Director, Strategic & Corporate Services

City of North Vancouver

A Healthy City for All: The Role of Community Recreation

February 2020





Recreation in the City Defined:

Recreation is the experience that results from freely chosen participation in physical, social, intellectual, creative and spiritual pursuits that enhance individual and community wellbeing.

- A Framework for Recreation in Canada: Pathways to Wellbeing (2015)

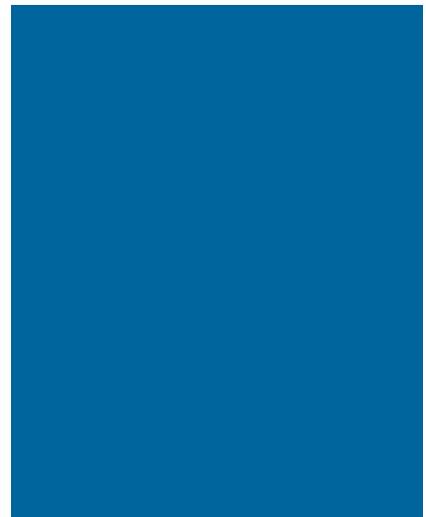
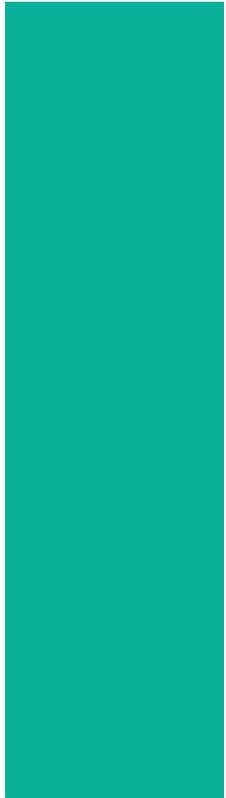
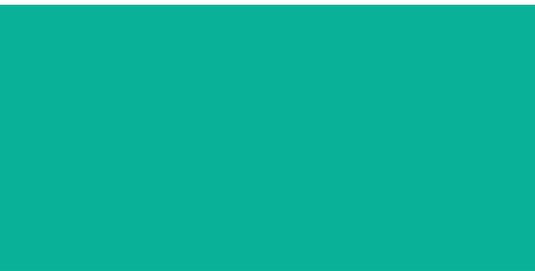


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Introduction

The City's vision is to create a healthy city for all. Quality community recreation, comprised of the built and natural environment, programs, and services, inspires residents to be active and connected to their community throughout their life.

Benefits of Community Recreation

Community recreation represents a wide range of amenities and experiences, providing people with the opportunity to improve physical and mental health and wellbeing, and to become more connected to each other and their community.

Community recreation is essential to personal health and wellbeing and has been proven to reduce health care, social service and police/justice costs. Community recreation provides opportunities for positive and healthy behaviours. Parks and green spaces have a positive impact on individual wellness and on the natural environment. Community recreation is integral to providing opportunities for residents of all ages, ethnicities, abilities and interests to live happy, active and connected lives.



A Strategy for Community Recreation

Realizing the immense value of community recreation and wellness at the individual, community, and environmental level the City of North Vancouver is contemplating its approach to renewal, replacement and provision of community recreational amenities.

The community recreation strategy will provide a transparent and consistent approach to prioritizing investment in community recreation.

The first phase strives to achieve the following:

- Highlight the wide ranging benefits of community recreation.
- Establish a vision and philosophical foundation for community recreation in the City.
- Map the current inventory of spaces and assets.
- Create a four step process to help prioritize significant community recreation projects in the City.

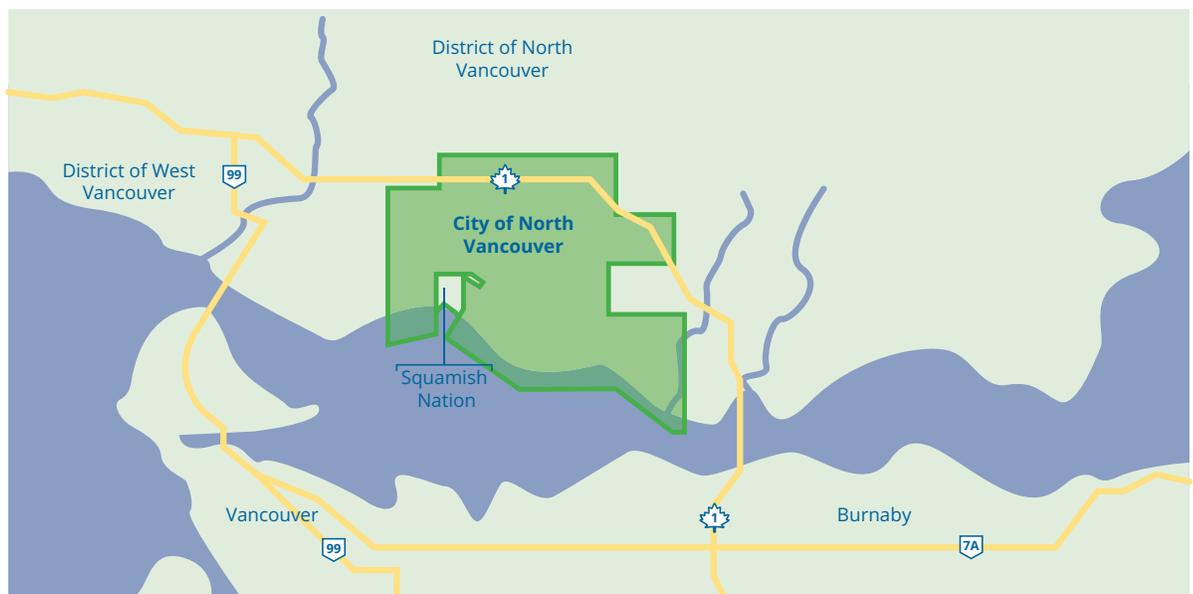
Future work will explore arts and culture and their benefits to community health and wellness.



Context

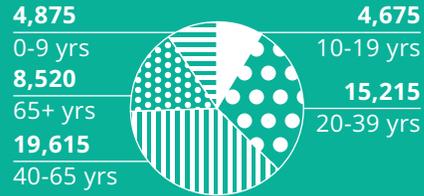
The City at a Glance

The City of North Vancouver is one of Canada's most vibrant communities. This is due not only to its unique natural surroundings but also due to its dynamic public spaces and available community recreational opportunities. The City of North Vancouver has a population of 52,520 (2016 census profile) and is located on the north shore of Burrard Inlet. The City is neighbours with the Squamish Nation, District of North Vancouver and District of West Vancouver. With its blend of modern urban amenities, natural landscapes and a vision to be the healthiest small city in the world, the City of North Vancouver is a desirable community in which to live.



Community Recreation in the City

14,645 registrations for North Vancouver Recreation and Culture Commission (NVRC) Programs in 2018 were City residents aged 14 years and younger



52,520 people live in the City of North Vancouver



59% of City residents reported their mental health to be very good or excellent¹

82% of City residents reported that they actively participate in indoor recreation activities²

49% of City residents reported that they are physically active 150+ minutes per week¹



Top 5 outdoor recreation activities reported by City residents are²:

- » Visited a park, natural area or beach for play, walking, bird watching or picnicking
- » Ran, jogged, power walked, hiked or biked
- » Gardened
- » Snow sports (cross-country skiing, snowshoeing, downhill skiing, snowboarding, tubing)
- » Water sports (kayaking, canoeing, rowing, dragon boating, paddle-boarding, windsurfing, sailing)



85% of City residents reported that they actively participate in outdoor recreation activities²

55% of City residents reported their general health to be very good or excellent¹



The **top 5 indoor** recreation activities reported by City residents are²:

- » Fitness centres, gyms or weight rooms
- » Exercise at home
- » Hot tub, steam room, sauna
- » Leisure swimming
- » Stretch, balance or relaxation classes



The percentage of City residents who reported that they or their household members, in the past three years, **utilized** the following **indoor facilities**²:

- » **77%** Public community recreation facilities in North Vancouver
- » **57%** Public recreation facilities outside of North Vancouver
- » **56%** Commercial fitness businesses
- » **27%** Private recreation or country club



NVRC Community Recreation Centres saw **494,000** City resident visits in 2019 through memberships, program registrations and general admissions (excluding all rentals)³



Sources: 1) My Health My Community 2013/2014, 2) 2018-19 NVRC Community Recreation and Culture Needs Assessment, 3) NVRC User Statistics

Greenway Use

The Spirit Trail section through Mosquito Creek Marina logged **423,608** trips in 2019; an average of **35,300** trips per month
 The Green Necklace at 13th Street and Grand Boulevard logged **138,000** trips in 2019; an average of **12,309** trips per month



Shipyards Events

The Shipyards hosted over **100** events and programs with an estimated **154,000** attendees in 2019. Events and programs included:

- » **22** Friday Night Markets
- » **8** Summer Sessions/Concerts
- » **1** Grand Opening of "Shipyards Commons"
- » **1** Shipyards Festival
- » **1** Pride on the Pier
- » **3** Cultural Festivals
- » **2** Roller Skate Events
- » **3** Large Corporate Events
- » **4** Film Shoots
- » **3** Burrard Dry Dock Pier Bookings
- » **12** Days of Spirit of the Season

Organized Field Sports

18,243 hours were booked on CNV Fields in 2019

Park Supply

99.1% of City residents live within a 5 minute walk (400m) of a City park or trail

Environmental Stewardship 2019

- » **924** volunteers
- » **2,192** hours to restore forest habitat in 9 City parks
- » Total of **400m³** of invasive plants removed
- » **3,346** native trees and shrubs were planted

Community Events

99 community events were booked in City parks, with an estimated **113,000** attendees

See pages 10 - 15 for community recreation inventory

Sources: CNV GIS analysis based on current parks and trail alignment and 2016 census data, NVRCC Events staff, Evergreen 2019 Stewardship Program Summary Report, NVRCC Field Booking Staff

In order to understand the importance and current status of community recreation, it is important to be aware of existing City planning efforts, broader recreational planning influences and the current service delivery system for community recreation.

Existing Local Planning

The City is developing and/or implementing a number of major strategies and plans that support and enhance the health and wellness of city residents including the following.

- Official Community Plan
- Wellbeing Strategy (in progress)
- Parks Master Plan
- Mobility Strategy
- Walk CNV
- Master Transportation Plan
- Safe Routes to School
- Cycling Network Plan
- Child, Youth and Family Strategy (CNV4Me)
- Dementia Friendly Strategy/Age Friendly City
- North Vancouver Recreation and Culture Commission Strategic Plan
- North Vancouver Recreation and Culture Commission Indoor Recreation Facility Plan

In addition, Council's Strategic Plan (2018-2022) sets the vision to be the "Healthiest Small City in the World," and outlines priorities towards achieving Council's vision as outlined below. Council's Strategic Plan provides a solid foundation for community recreation planning.

A City for People

is welcoming, inclusive, safe, accessible and supports the health and well-being of all.

A Liveable City

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

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.

A Connected City

provides active and sustainable ways for people and goods to move to, from and within the City safely and efficiently.

A Prosperous City

supports a diverse economy by creating an environment where new and existing businesses can grow and thrive.



Broader Planning Influences

When considering the future role of community recreation in the City it is important to understand and consider some broader planning influences relevant to community recreation. These influences come from within the recreation sector and beyond. At the foundation of community recreation is its direct and indirect benefit to residents throughout the City.

Council's Strategic Plan (2018-2022)

A Healthy City for All: The Role of Community Recreation

The Social Determinants of Health

<https://www.cpha.ca/what-are-social-determinants-health>

1. Income and Income Distribution
2. Education
3. Unemployment and Job Security
4. Employment and Working Conditions
5. Early Childhood Development
6. Food Insecurity
7. Housing
8. Social Exclusion
9. Social Safety Network
10. Health Services
11. Aboriginal Status
12. Gender
13. Race
14. Disability

The Benefits of Recreation

<https://benefitshub.ca>

1. Is essential to personal health and wellbeing
2. Is a significant economic generator
3. Provides a foundation for quality of life
4. Reduces health care, social service and police/justice costs
5. Provides the key to balanced human development
6. Reduces self-destructive and anti-social behaviours
7. Green spaces are essential to wellbeing
8. Builds strong and healthy communities

A Framework for Recreation in Canada

<https://www.cpra.ca/about-the-framework/>

1. Active living
2. Inclusion and access
3. Connecting people with nature
4. Supportive environments
5. Building recreation capacity

Community Recreation in the City

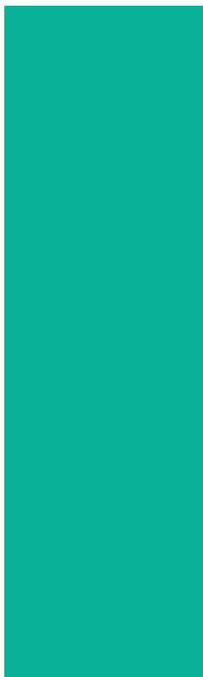
The City of North Vancouver is proud of its long-standing commitment to the provision of quality community recreation spaces, programs and services. This commitment has resulted in a comprehensive system of outdoor and indoor amenities, programs, services and events that provide opportunities for residents of all ages, ethnicities, abilities and interests to live healthy, active and connected lives.

The City provides an extensive system of outdoor community recreational spaces such as public plazas, active greenways, sport fields, playgrounds, passive parks, ecological corridors and outdoor sport courts. Providing a diverse range of public amenities with a focus on animating these spaces for the enjoyment of residents is an important component of meeting the recreation and wellness needs of the community.

Since 1970 the City of North Vancouver has partnered with the District of North Vancouver in the delivery of community recreation and culture services through the establishment of the North Vancouver Recreation and Culture Commission (NVRC). The NVRC is overseen by a Commission comprised of Council members, citizen appointees, and a school board trustee. The Commission is mandated to plan and deliver municipal recreation and arts services to residents of both municipalities, including recommending and operating public recreation and culture facilities, approving culture, sport and recreation grants, managing the civic art programs, booking many public spaces, as well as hosting and supporting community and special events.

In addition to the City and NVRC, there are several not for profit organizations, community groups and private service providers (~40 within the City) who provide options for residents.

The North Vancouver School District also plays a role in supporting community recreation; partnering with the City on joint-use for sports fields and sports courts, and providing access to gymnasiums and other facilities to community groups. Lastly, school grounds are an important component in the network of publicly accessible open space.



Community Recreation Inventory

The City of North Vancouver offers a variety of indoor and outdoor spaces for recreation activity to occur. This integrated system has lots to offer both residents and visitors. (See Appendix A and B)

It is also important to note that recreation occurs outside the City boundaries at indoor and outdoor spaces. The maps below and on the following pages show the variety of community recreation opportunities throughout the City and surrounding area.



- | | | |
|-------------------------|------------------------------|---|
| Playgrounds | Bocce Court | Skatepark |
| Spray Parks | Pump Track | Outdoor Skating Rink |
| Sports Fields | Putting Green | Greenways and Trails |
| Sports Courts | Lawn Bowling (Future) | City of North Vancouver Boundary |
| Beach Volleyball | Disc Golf Course | |

In 2019, Council adopted their Strategic Plan. In it, five key priorities have been identified to achieve the Vision to be *The Healthiest Small City in the World*. The following series of maps illustrate how the City's indoor and outdoor recreation assets support Council's Strategic Plan's five priorities.

1. A City for People

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

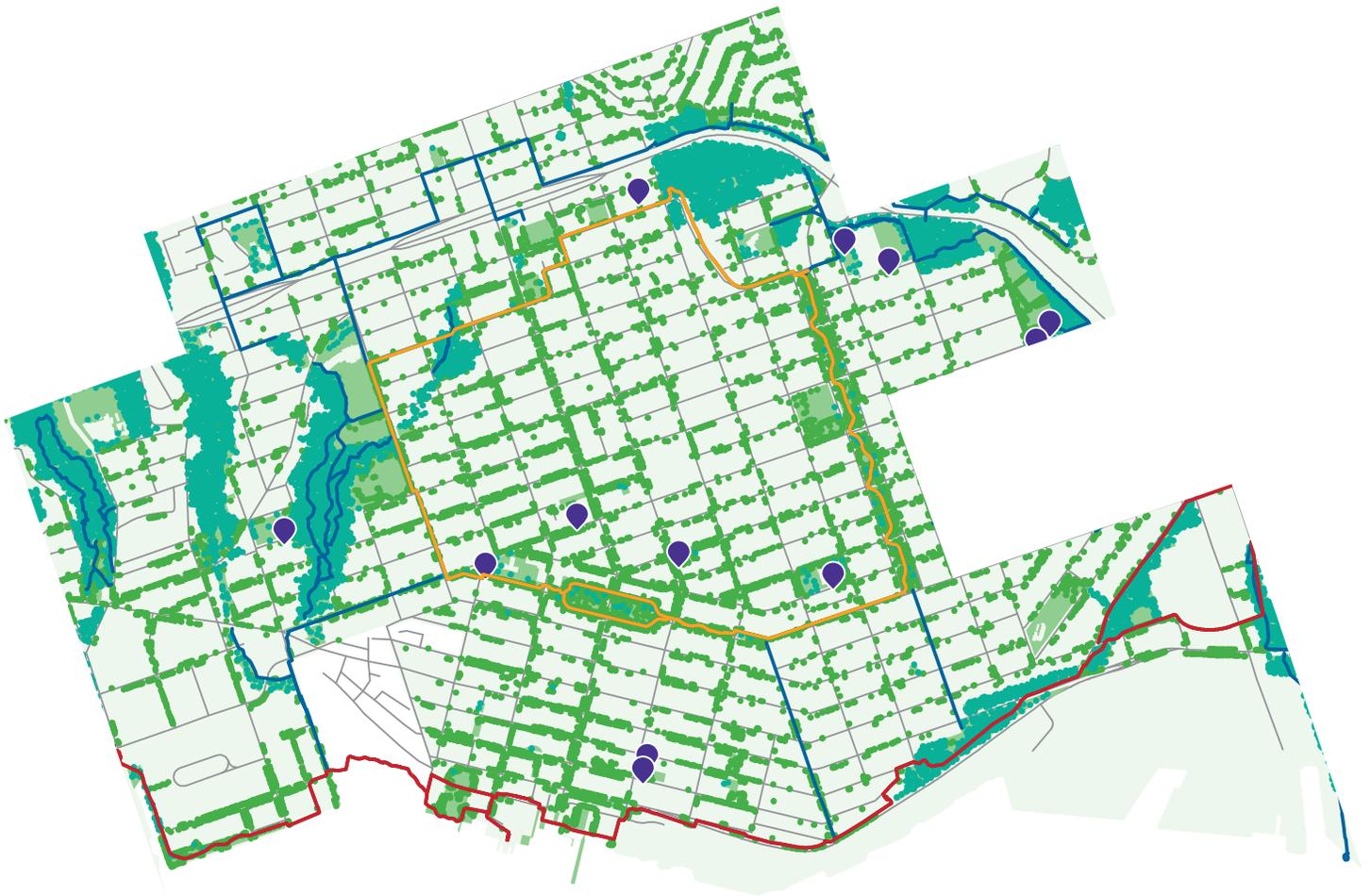


-  **Playgrounds**
-  **Spray Parks**
-  **Baseball Diamonds**
-  **Basketball Courts**
-  **Beach Volleyball**
-  **Bocce Court**
-  **Putting Green**
-  **Lawn Bowling (Future)**
-  **Disc Golf Course**
-  **Skatepark**
-  **Sports Courts**
-  **Pump Track**
-  **Sports Fields**
-  **Recreation Facilities**
-  **Running Track**
-  **Public Open Space (Plazas)**
-  **Parks**
-  **Schools**



2. Liveable City

A Liveable City leads the way in climate action and acts as a steward of the environment for future generations.



-  Parks and Public Open Spaces
-  Community Garden
-  Greenways and Trails
-  City Trees
-  Natural Area Trees
-  Green Necklace
-  Spirit Trail



3. Vibrant City

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.



-  **Playgrounds**
-  **Schools**
-  **Stage Locations**
-  **Celebration Routes**
-  **Harbour**
-  **Major Event Locations**
-  **Celebration Zones**
-  **Parks and Public Open Spaces**

*arts and culture inventory to be included in future work



4. Connected City

A Connected City provides active and sustainable ways for people and goods to move to, from and within the City safely and efficiently.



- Walking Times
- Bike Network
- Greenways and Trails
- Safe Routes to School
- Green Necklace
- Spirit Trail



5. Prosperous City

A Prosperous City supports a diverse economy by creating an environment where new and existing businesses can grow and thrive.



Foundations

This section outlines the vision, principles and goals for community recreation in the City. These considerations, in conjunction with other strategic planning work, will help guide decisions on renewal, replacement and prioritization of significant community recreation amenities. The vision and principles are based on Council's Strategic Plan and also share alignment with the Framework for Recreation in Canada.

Vision

- » The City's vision is to create a healthy city for all. Quality community recreation, comprised of the built and natural environment, programs, and services, inspires residents to be active and connected to their community throughout their life.



Principles

The following principles explain how the City will approach decision making for, and provision of, community recreation

- » **Progressive:** The City will find creative and innovative ways to enhance the level and delivery of community recreation services.
- » **Engaged:** The City will consider input from all residents when it comes to measuring needs, satisfaction and success of community recreation.
- » **Fiscally Responsible:** The City will be fiscally responsible in the delivery of community recreation services.
- » **Informed:** The City will make informed decisions using relevant data for the provision of community recreation services.
- » **Open:** The City will ensure that community recreation services are available and accessible by all City residents.
- » **Collaborative:** The City will maintain, strengthen, and build relationships with community organizations and stakeholders.
- » **Environmentally Responsible:** The City will strive for ambitious reductions in GHGs and carbon footprint when designing and delivering community recreation.

Goals

The following goals articulate why the City invests in community recreation amenities and opportunities; they also explain the underlying intention for having publicly supported community recreation in the City. The community recreation goals are derived from the City's Strategic Plan, broader planning influences (Social Determinants of Health, Benefits of Recreation and Framework for Recreation in Canada) and an understanding of the immense individual and community benefits derived from community recreation as a social good.

Community recreation in the City of North Vancouver is intended to:

» Improve the health and wellbeing of individuals

- Provide opportunities for all to be active and creative; regardless of age, ability and identity
- Enable life-long active living, physical literacy, play and creativity
- Ensure equitable access through opportunities that are physically, financially and socially accessible
- Provide opportunities for skill development
- Promote and enable the benefits of being in nature

» Foster sense of belonging and strengthen community capacity

- Promote inclusion; enable the celebration of diversity in ethnicity, age, ability and gender
- Build community spirit and pride
- Provide safe, welcoming spaces, places and experiences that allow people to connect to one another
- Develop leadership and build community capacity
- Facilitate environmental and community stewardship

Making Decisions About Community Recreation Facilities and Spaces

Providing community recreation facilities and spaces is important but decisions related to updating and adding amenities can be difficult. The North Vancouver Recreation and Culture Commission has a mandate to make facility recommendations to the City (and District) and has done so through an Indoor Recreation Facility Plan. This Plan aims to support the City in contemplating future investment and effort related to new facility and space development.

The following steps outline the decision making process the City will use to determine potential facilities and spaces to offer, and how many of each. This involves evaluating how each type of facility or amenity contributes to the goals for community recreation, considers if we have the right amount and range and looks to prioritize amenities. Although the following approach is somewhat subjective, it does consider a variety of different indicators and criteria. It is important to note that further work will be required to consider where and when development occurs, and how complementary/compatible spaces or partnerships impact the sequencing of ranked amenities.

Step 1:

How well does an amenity meet our goals?

Step 2:

Do we have the right amount and range of amenities?

Step 3:

How do we prioritize delivery of enhanced or new amenities?

Step 4:

Taking action & moving forward.

Step 1

Step 1: How well does an amenity meet our goals?

Step 2: Do we have the right amount and range of amenities?

Step 3: How do we prioritize delivery of enhanced or new amenities?

Step 4: Taking action & moving forward.

The first step is for the City to determine whether or not consideration should proceed for new or enhanced community recreation facility or space. In order for an amenity to be considered, evidence must show significant contribution to meeting the goals for community recreation.

Goal: Improve the health and wellbeing of individuals

Provide opportunities for all to be active and creative; regardless of age, ability and identity

Enable life-long active living, physical literacy, play and creativity

Ensure equitable access through opportunities that are physically, financially and socially accessible

Provide opportunities for skill development

Promote and enable the benefits of being in nature

Goal: Foster sense of belonging and strengthen community capacity

Promote inclusion; enable the celebration of diversity in ethnicity, age, ability and gender

Build community spirit and pride

Provide safe, welcoming spaces, places and experiences that allow people to connect to one another

Develop leadership and build community capacity

Facilitate environmental and community stewardship

If an amenity does not significantly meet the goals for community recreation, the City's support for the amenity should be reconsidered.

Step 2

Step 1: How well does an amenity meet our goals?

Step 2: Do we have the right amount and range of amenities?

Step 3: How do we prioritize delivery of enhanced or new amenities?

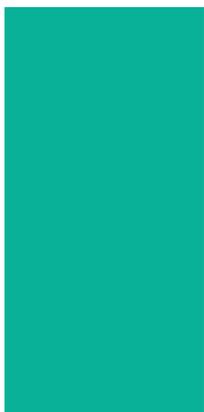
Step 4: Taking action & moving forward.

The second step in making decisions about community recreation is determining if the City has the right range of amenities to meet the needs of residents. Looking at some demand indicators (listed below) the City will be able to determine whether there is a need for more, less or if there is the right amount of a certain type of facility or space. For a significant amenity to be considered further, evidence must be presented that an existing amenity should be enhanced or a new amenity pursued.

Demand Indicator	Definition	Enhance / New	Maintain / Replace		Reduce / Not Replace	Importance
Use of Amenities	What is the reported, observed or expected use? Are there indications of excess demand?	90% use or over during prime time/peak season Significant indications demand is not met	70-89% use during prime time/peak season Some indications demand not met	50-69% use during prime time/peak season	Use is under 50% during prime time/peak season	High
Community Priority	What is the general community opinion & input?	Top priority	High priority	Medium priority	Low priority	High
Group Preference	What is group opinion & input	Strong widespread support and alignment from majority of groups	Moderate (multiple interest areas, not widespread) support and alignment from majority of groups	Support from a few groups	No indications of support	Medium

Demand Indicator	Definition	Enhance / New	Maintain / Replace		Reduce / Not Replace	Importance
Participation Trends & Demographics	<p>What are the relevant local, regional, provincial or national trends?</p> <p>Are there demographic shifts that may change current / future public investment?</p>	Responds strongly to expected trends and demographics shifts.	Responds moderately to expected trends and demographics shifts.	Responds minimally to expected trends and demographics shifts.	Does not respond to expected trends and demographics shifts.	Medium
Comparative Supply	How does the City's supply compare to other similar cities?	Provided in majority of other cities and not at all in the City	Provided in other cities and at a lower rate in the City	Provided in the City at a comparable level	Provided in the City at a better rate	Low

Although this step indicates whether more or less facilities or spaces are needed, there is still a requirement to analyze things further. For significant projects, a further examination of feasibility should be undertaken as part of this step to further inform a prioritization review and prior to major investment as part of Step 3 and 4.



Step 3

Step 1: How well does an amenity meet our goals?

Step 2: Do we have the right amount and range of amenities?

Step 3: How do we prioritize delivery of enhanced or new amenities?

Step 4: Taking action & moving forward.

The third step in the decision making process is when an existing amenity is assessed as needing to be enhanced or a new amenity is contemplated. The following list of criteria can be used to prioritize amenities to help provide a ranked list. The list is meant to be a reference point to help allocate funds and establish a comparative timeline for the delivery of enhanced or new amenities.

Criteria	Definition	3 Points	2 Points	1 Point	0 Points	Importance
Goals	To what degree does the amenity meet the City's goals for community recreation?	High	Moderate	Low	None	High
Financial Impact	What is the overall net cost impact (capital and operating) to the City?	Low cost impact	Moderate cost impact	High cost impact	Not likely to be financially feasible	High
Non-exclusive, Flexible and Adaptable	Does the amenity provide for multiple community needs? Is the amenity flexible to respond to fluctuating demand (daily, weekly, seasonal, long-term)? Is the amenity adaptable for future re-use?	Broad range of use / Highly adaptable	Moderate range of use / Moderate adaptability	Limited range of use / Limited adaptability	Single use/ Not adaptable	Medium
Expected Economic Impact	Does the amenity result in a direct injection into the local economy? Does it contribute to the overall brand and image of the City?	High expected economic impact	Moderate expected economic impact	Low expected economic impact	No expected economic impact	Low

Step 4

Step 1: How well does an amenity meet our goals?

Step 2: Do we have the right amount and range of amenities?

Step 3: How do we prioritize delivery of enhanced or new amenities?

Step 4: Taking action & moving forward.

The last step in the process is to take action! Based on a summary of Step 1 and 2, and prioritization of Step 3, decisions will need to be made.

Going Forward

Successful implementation of this tool requires ongoing data collection. As new facilities are built, community preferences change, and use rates shift, the recommended amenity strategies / service levels and priority lists will change. The four step process should be revisited as new information becomes available. This four step process is like a cycle; it is never complete and requires ongoing upkeep to make sure the City is best meeting the community recreation needs of our residents and spending resources wisely. The goals for community recreation should also be reconfirmed with any future change with Council's Strategic Plan.

It is important to note that although this tool provides rankings for different kinds of amenities that these rankings are still subject to refinement and further feasibility analysis. Some higher ranking amenities might not be developed or enhanced while some lower ranking amenities may be developed.

APPENDICES



Appendix A: Indoor Community Recreation in the City

There are a number of public community recreation facilities available to city residents and visitors. Some of these indoor facilities are owned by the City of North Vancouver and some are owned by the District of North Vancouver. There are also not for profit and private service providers who offer options in individualized service areas.

City Facilities:

- Harry Jerome Community Recreation Centre
 - » Ice arena, pool, water slide, 1m diving board, fitness spaces, multi-purpose rooms, youth centre, child care space, outdoor playground, café, Flicka Gymnastics (private rental within HJCRC)
- Memorial Community Recreation Centre
 - » Gymnasium, fitness rooms, multi-purpose rooms, community kitchen, arts and crafts room, kiln room, licensed preschool space, outdoor playground
- Mickey McDougall Community Recreation Centre
 - » Gymnasium, change rooms, multi-purpose rooms, community kitchen
- John Braithwaite Community Centre
 - » Family resource centre, seniors' program spaces, multi-purpose rooms, commercial style kitchen, gymnasium, fitness spaces, arts and crafts studio, youth centre, children's space, community offices, public access computer area, woodworking studio
- Centennial Theatre
 - » Auditorium, flyloft and catwalk system, sound booth, orchestra pit, performance studio, green room, concession and bar service, lobby, box office, wall gallery
- North Shore Neighbourhood House
 - » Multi-purpose rooms, gym, commercial kitchen, childcare
- Public access to Pinnacle Pool

District Facilities:

- Delbrook Community Recreation Centre
 - » Pool, hot tub, steam room, gymnasium, squash/racquetball courts, fitness centre, multi-purpose rooms, meeting rooms, arts and crafts studio, pottery studio, youth centre, community kitchen, licensed preschool space, outdoor playground, coffee shop
- Karen Magnussen Community Recreation Centre
 - » Ice arena, wave pool, hot tub, therapy pool, steam room, fitness centre, multi-purpose rooms, café
- Ron Andrews Community Recreation Centre
 - » Pool, hot tub, steam room, sauna, squash court, TRX studio, fitness centre, multi-purpose rooms, licensed preschool space, outdoor playground, preschool
- Parkgate Community Centre
 - » Family resource centre, seniors' program space, multi-purpose rooms, commercial style kitchen, gymnasium, fitness centre, dance and aerobics room, sauna, arts and crafts studio, pottery studio, youth centre, outdoor skatebowl, outdoor playground
- Lynn Valley Community Recreation Centre
 - » Multi-purpose rooms, community kitchen, licensed preschool space, outdoor playground, field house, community garden
- Lynn Valley Village Community Room
 - » Multi-purpose room
- Seylynn Community Recreation Centre
 - » Gymnasium/multi-purpose room, licensed child care space, outdoor playground
- North Vancouver Tennis Centre
 - » 9 indoor tennis courts, 1 indoor training court, observation lounge, change rooms, meeting room
- Public access to Canlan Ice Sports Arena

Appendix B: Outdoor Community Recreation in the City

The City of North Vancouver has an extensive and diverse variety of parks and public open spaces covering approximately 12% (145 hectares) of the City's total area. This includes **56 parks** and **a 17 km network of greenways and trails** that provide safe and accessible connections to major community destinations as well as opportunities to connect to nature. The system of parks and open space includes a wide range of natural and built infrastructure to support active and passive recreational opportunities for people of all ages and abilities. The inventory of parks and public open spaces includes the following.

- 23 city playgrounds (and 5 school district playgrounds)
- 3 artificial turf fields
- 6 grass sports fields
- 3 ball diamonds
- 4 all-weather fields with lights
- 12 tennis courts
- 4 pickleball courts
- 4 basketball/multi-purpose
- 2 spray parks
- Pump track
- Skatepark
- Outdoor ice rink
- 3 running tracks
- Outdoor fitness circuit
- 2 lawn bowling greens
- 3 off-leash areas (3 more planned)
- 80 hectares of forested natural areas
- Approximately 8900 street trees

A Foundation for Community Recreation in the City

Recreation in the City Defined:

Recreation is the experience that results from freely chosen participation in physical, social, intellectual, creative and spiritual pursuits that enhance individual and community wellbeing.

- A Framework for Recreation in Canada: Pathways to Wellbeing (2015)



Vision

The City's vision is to create a healthy city for all. Quality community recreation, comprised of the built and natural environment, programs, and services, inspires residents to be active and connected to their community throughout their life.

Principles



Progressive



Engaged



Fiscally Responsible



Informed



Open



Collaborative



Environmentally Responsible

Goals for Community Recreation in the City

» Improve the health and wellbeing of individuals

- Provide opportunities for all to be active and creative; regardless of age, ability and identity
- Enable life-long active living, physical literacy, play and creativity
- Ensure equitable access through opportunities that are physically, financially and socially accessible
- Provide opportunities for skill development
- Promote and enable the benefits of being in nature

» Foster sense of belonging and strengthen community capacity

- Promote inclusion; enable the celebration of diversity in ethnicity, age, ability and gender
- Build community spirit and pride
- Provide safe, welcoming spaces, places and experiences that allow people to connect to one another
- Develop leadership and build community capacity
- Facilitate environmental and community stewardship

Making Decisions About Recreation Facilities and Spaces

Step 1:

How well does an amenity meet our goals?

Step 2:

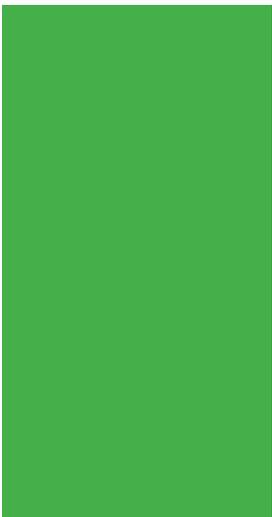
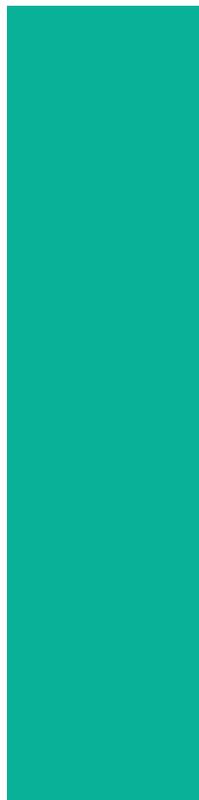
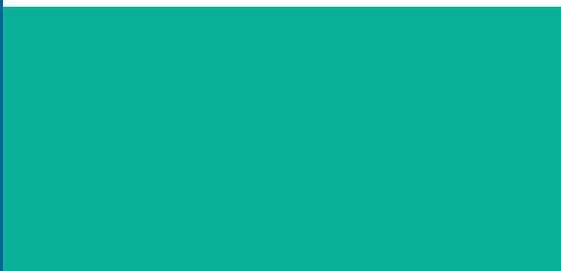
Do we have the right amount and range of amenities?

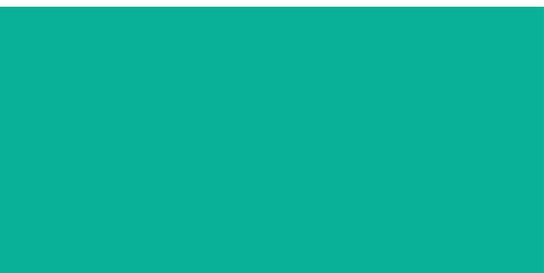
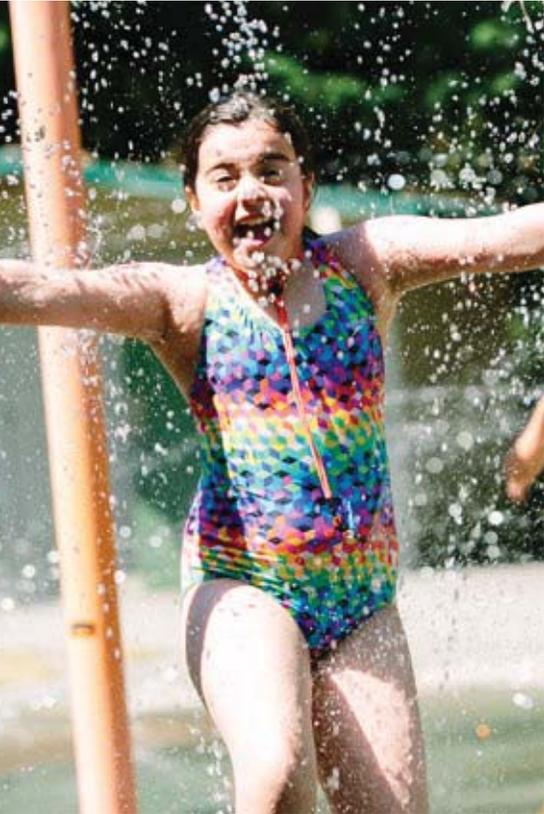
Step 3:

How do we prioritize delivery of enhanced or new amenities?

Step 4:

Taking action & moving forward.





Harry Jerome Community Recreation Centre Component List for Prioritization Process:

Community Rec Centre Program

- Gyms 1 & 2
- Fitness Space
- Multi-purpose Rooms
- Art Spaces
- Youth Area
- Preschool Space
- Community Living Room

Aquatic Program

- Leisure Pool
- 26.5m 10-lane Pool or 53m 8-lane Pool
- Hot Pool & Amenities
- Diving 1m & 3m
- Diving 5m
- Pool Slide

Arena Program

- Ice w 500 seating
- Curling

Outdoor Program

- Rooftop Track / Walking Circuit
- Rooftop Sports Court (racquet)
- At-grade Multi Activity Court
- Skatepark
- Skatepark Roof

Associated Projects

- Silver Harbour Seniors Activity Centre
- Flicka Gymnastics

STEP TWO: Do we have the right amount and range of amenities?

This chart is a high-level summary of demand indicator assessment for each component.

Demand Indicators					
Use of Amenities	Community Priority	Group Preference	Participation Trends & Demographics	Comparative Supply	
Level of Importance					
High	High	Medium	Medium	Low	
Community Rec Centre Program					
Gyms 1 & 2	90%+ use / unmet demand	Top	Moderate support & alignment	Responds strongly	Provision at comparable levels
Fitness Space	90%+ use / unmet demand	Top	Support from few groups	Responds strongly	Provision at comparable levels
Multi-Purpose Rooms	70-89% use / some unmet demand	High	Moderate support & alignment	Responds strongly	Provision at comparable levels
Art Spaces	50-69%use	Medium	Support from few groups	Responds moderately	Provision at comparable levels
Youth Area	70-89% use / some unmet demand	High	Support from few groups	Responds strongly	Provision at comparable levels
Preschool Space	90%+ use / unmet demand	High	Support from few groups	Responds strongly	Provision at comparable levels
Community Living Room	90%+ use / unmet demand	High	No indications of support	Responds strongly	Provided in cities / not at all in City
Aquatic Program					
26.5m 10-lane Pool	90%+ use / unmet demand	High	Strong wide support/alignment	Responds strongly	Provision at comparable levels
53m 8-lane Pool	70-89% use / some unmet demand	High	Strong wide support/alignment	Responds strongly	Provision at comparable levels
Leisure Pool	90%+ use / unmet demand	Top	Moderate support & alignment	Responds strongly	Provided in cities / not at all in City
Hot Pool & Amenities	90%+ use / unmet demand	Top	Support from few groups	Responds strongly	City provision lower than others
Pool Slide	70-89% use / some unmet demand	Medium	No indications of support	Responds moderately	Provision at comparable levels
Diving 1m & 3m	70-89% use / some unmet demand	Medium	Support from few groups	Responds moderately	Provision at comparable levels
Diving 5m	50-69%use	Low	Support from few groups	Responds minimally	Provision at comparable levels
Arena Program					
Ice (with 500 seating)	90%+ use / unmet demand	High	Moderate support & alignment	Responds strongly	Provision at comparable levels
Curling	50-69%use	High	Support from few groups	Responds minimally	Provision at comparable levels
Outside Program					
Rooftop Track/Walking Circuit	70-89% use / some unmet demand	High	No indications of support	Responds strongly	Provision at comparable levels
Rooftop Sports Court (racquet)	70-89% use / some unmet demand	Medium	Support from few groups	Responds moderately	Provision at comparable levels
At-grade Multi Activity Court	70-89% use / some unmet demand	Medium	No indications of support	Responds strongly	Provision at comparable levels
Skatepark	70-89% use / some unmet demand	Medium	Support from few groups	Responds moderately	Provision at comparable levels
Skatepark Roof	70-89% use / some unmet demand	Low	Support from few groups	Responds minimally	Provision at comparable levels
Associated Projects					
Flicka Gymnastics	90%+ use / unmet demand	High	Support from few groups	Responds moderately	Provision at comparable levels
Silver Harbour Seniors Centre	90%+ use / unmet demand	High	Support from few groups	Responds moderately	Provision at comparable levels

DECISION-MAKING FRAMEWORK SUMMARY

STEP TWO continued

This chart is a summary of the demand indicator assessment and represents what we would recommend if there were no constraints that had to be considered.

Demand Indicator Summary – *What we would do without constraints:*

Highest Demand Components	Moderate Demand Components	Minimal Demand Components
Leisure Pool	Youth Area	Diving 5m
Gym 1 & 2	Flicka Gymnastics	
Fitness	Silver Harbour Seniors Centre	
26.5m10-lane Pool	Rooftop Track / Walking Circuit	
OR 53m 8-lane Pool	Diving 1m & 3m	
Hot Pool & Amenities	Rooftop Sports Courts (racquet)	
Arena with 500 seats	At-grade Multi Activity Court	
Preschool Space	Skatepark	
Multi-Purpose Rooms	Art Spaces	
Community Living Room	Pool Slide	
	Curling	
	Skatepark Roof	

DECISION-MAKING FRAMEWORK SUMMARY

STEP THREE: How do we prioritize delivery of enhanced or new amenities?

The chart below is a high-level summary of prioritization criteria assessment for each component.

Prioritization Criteria				
	Meeting Goals	Financial Impact	Non-exclusive, Flexible & Adaptable	Expected Economic Impact
Level of Importance				
	High	High	Medium	Low
Community Rec Centre Program				
Gym 1 & 2	High	Moderate cost impact	Broad range of use / Highly adaptable	Low
Fitness space	High	Low cost impact	Moderate range of use/Moderate adaptability	None
Multi-purpose Rooms	High	Low cost impact	Broad range of use / Highly adaptable	None
Art Spaces	High	Low cost impact	Moderate range of use/Moderate adaptability	None
Youth Area	High	Low cost impact	Broad range of use / Highly adaptable	None
Preschool Space	High	Moderate cost impact	Limited range of use / Limited adaptability	None
Community Living Room	High	Low cost impact	Broad range of use / Highly adaptable	Moderate
Aquatic Program				
26.5m 10-lane Pool	High	Moderate cost impact	Moderate range of use/Moderate adaptability	Low
53m 8-lane Pool	High	High cost impact	Broad range of use / Highly adaptable	Moderate
Leisure Pool	High	Moderate cost impact	Broad range of use / Highly adaptable	Low
Hot Pool & Amenities	Moderate	Moderate cost impact	Single use / Not adaptable	None
Pool Slide	Moderate	High cost impact	Single use / Not adaptable	None
Diving 1m, 3m	Moderate	Low cost impact	Single use / Not adaptable	Low
Diving 5m	Moderate	Low cost impact	Single use / Not adaptable	Low
Arena Program				
Arena - Ice w 500 seating	High	Moderate cost impact	Broad range of use / Highly adaptable	Moderate
Arena - Curling	Moderate	High cost impact	Limited range of use / Limited adaptability	Low
Outside Program				
Rooftop Track/Walking Circuit	High	High cost impact	Moderate range of use/Moderate adaptability	None
Rooftop Sports Court (racquet)	Moderate	High cost impact	Limited range of use / Limited adaptability	None
At-grade Multi Activity Court	High	Low cost impact	Moderate range of use/Moderate adaptability	None
Skatepark	High	Low cost impact	Limited range of use / Limited adaptability	None
Skatepark Roof	High	Moderate cost impact	Limited range of use / Limited adaptability	None
Associated Projects				
Flicka Gymnastics	Moderate	High cost impact	Limited range of use / Limited adaptability	Low
Silver Harbour Seniors Centre	High	High cost impact	Moderate range of use/Moderate adaptability	None

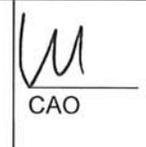
DECISION-MAKING FRAMEWORK SUMMARY

STEP THREE continued

Prioritization Summary – *Reference list for making decisions:*

- Leisure Pool
- Gym 1 & 2
- Fitness Space / Community Living Room
- Arena with 500 seating
- Multi-purpose Rooms / 26.5m 10-lane Pool
- Youth Area
- 53m 8-lane Pool
- Preschool Space
- Hot Pools & Amenities
- At-grade Multi Activity Court / Silver Harbour
- Art Spaces / Skatepark
- Rooftop Track / Walking Circuit
- Flicka Gymnastics
- Diving 1m & 3m
- Skatepark Roof
- Rooftop Sports Court (racquet)
- Curling
- Diving 5m
- Pool Slide



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

REPORT

To: Mayor Linda Buchanan and Members of Council

From: Heather Reinhold, Deputy Director, Strategic Initiatives & Services

SUBJECT: HARRY JEROME COMMUNITY RECREATION CENTRE UPDATE:
POTENTIAL COST REDUCTIONS AND ENHANCED PROJECT
MANAGEMENT MEASURES

Date: February 25, 2019 File No: 02-0800-30-0002/1

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

RECOMMENDATION:

PURSUANT to the report of the Deputy Director, Strategic Initiatives & Services, dated February 25, 2019, entitled "Harry Jerome Community Recreation Centre Update: Potential Cost Reductions and Enhanced Project Management Measures":

THAT to reduce the capital and long-term operating costs of the Harry Jerome Community Recreation Centre (HJCRC), staff be directed to reduce the HJCRC project scope by:

- reducing the aquatic component from a 53 M 8-lane pool to a 26.5 M 10-lane pool;
- removing the curling component and reallocating a portion of underground parking to surface parking;
- removing rooftop uses;
- reducing the south building from a four storey to three storey configuration;
- reducing the windows throughout;

THAT enhanced project management measures be integrated into the project;

THAT a reduced budget request, based on a reduced project scope and including external project management, be referred to the fall revised 2019-2028 Project Plan for consideration;

AND THAT staff be directed to proceed with the construction documentation phase and report back prior to issuing tenders for construction.

ATTACHMENTS:

1. Minutes excerpt Council November 26, 2018
2. HJCRC Site Plan Comparison – July 2018 / February 2019
3. Director of Finance report, July 18, 2018 “Harry Jerome Financing Structure and Risk”

PURPOSE:

On November 26, 2018, Council directed staff to review a variety of cost containing and risk mitigation strategies for the HJCRC project (see Attachment #1). In response, options are outlined below for Council’s consideration regarding project scope reduction and risk mitigation through enhanced project management.

DISCUSSION:

Since Council’s July 2018 resolution directing staff to proceed with the HJCRC project, the HJCRC project team have been working through the design development phase with the previously approved program scope. In November 2018, Council modified the direction, requesting staff to explore options for cost reduction and risk mitigation. At this point in the project, changes to design and scope will result in cost and schedule impacts (detailed below); however, while still in the design development phase and with completion of the most recent project cost estimate, it is most practical to adjust project scope now and prior to proceeding to the next phase. Once the design development phase is complete (anticipated for early March without project changes) the project will transition into the contract document phase. In this subsequent phase, construction details and specifications are produced to a high level of detail. There would be increasingly larger cost and schedule impacts to facilitate program changes. Staff will not proceed with the contract document phase until the program is fully confirmed by Council. In either scenario, the project will seek a comprehensive green building strategy including aggressive reductions in carbon intensity (more than 50% over building code requirements) as well as the highest accessibility standards (Rick Hansen Foundation Accessibility Certification “Gold”).

Potential Project Scope Reductions

Based on Council’s direction in November 2018, and as part of the design development phase, the HJCRC project team have explored strategies for Council’s consideration to mitigate the capital cost of the HJCRC project, as well as reducing the long-term operating costs.

Five potential program reductions have been identified and are all recommended.

1. Reduction of Aquatics Component from a 53 M 8-lane Pool to a 26.5 M 10-lane Pool:

There has been significant discussion and input over the years on inclusion of a 50 M pool. Staff, North Vancouver Recreation Commission (NVRC) and the PERC (Professional Environmental Recreation Consultants) report (2015) have previously recommended a 25 M 10-lane pool. From an environmental sustainability perspective, a 50 M pool is an expanded component that is energy intensive and has cost implications for long-term operations. (Note that a 50 M pool includes two bulkheads which extends the actual size to 53 M. A 25 M pool has one bulkhead, adding 1.5 M to the total length.)

Capital Cost: Reduction of pool size would result in a capital cost reduction of \$4,626,700 (inclusive of soft costs / contingencies).

Operating Cost: Reduction of pool size would result in a reduction in operating costs. Pools are the most expensive component to operate by a significant margin. Energy use is also higher than any other component. Net operating costs are challenging to calculate with a high specificity due to the wide range of variables which include revenue prediction, programming variations, long-term user rates, guarding variations and age of facility. Based on a consultant and NVRC review, as well as a comparison of other aquatic facilities within BC, the reduction in net operating costs could range from \$200,000 up to \$1.0 million annually. As noted above, comparison to other facilities is challenging as each facility has varying types of amenities which will impact the ability to specify the aquatics portion of utilities, staffing and maintenance costs.

2. Removal of Curling Arena and Reallocation of Parking:

The inclusion of curling in HJCRC was not contemplated in the PERC studies. Curling was discontinued at HJCRC in 1999 and provided instead through a service contract with the North Shore Winter Club. The contract with the North Shore Winter Club has since ended (1999-2014). Currently, curlers travel off the North Shore to neighbouring municipalities, such as New Westminster, Vancouver and Richmond.

With removal of the curling component, there would also be an opportunity to reallocate a portion of underground parking to surface parking (estimated at 71 stalls).

Capital Cost: Removal of curling would result in a capital cost reduction of \$12,760,700 (inclusive of soft costs / contingencies).

Reallocation of underground parking to surface parking would result in an additional capital cost reduction of \$5,001,400 (based solely on a per stall cost estimate).

Operating Cost: Removal of curling would result in a corresponding reduction in the estimated operating cost. Based on a comparison of net operating

costs for other curling facilities within the Lower Mainland, it is reasonable to assume the reduction in net operating costs could range from \$150,000 – \$250,000 annually.

3. Removal of Rooftop Uses (Sports Court / Walking Track):

The current plan includes sport courts and a walking track on the rooftop of the arena component. To accommodate this activity on the roof, enhanced structural capacity, elevator access and building area for a user washroom are all required. In addition, to fit within the structural framework of the arena area, the size of the sports courts do not meet recreational standards or the expressed stakeholder needs. With a focus on reducing costs and delivering high quality public facilities, it is recommended that the sports courts and walking track be deleted from the HJCRC scope.

It is recommended that the delivery of sports courts be accommodated through a future project at an alternate location within the City where they can be built at-grade (no structural premium).

Walking opportunities are integrated into the project with the construction of the Green Necklace and both an internal HJCRC walking loop (150m) and external ravine loop (with stairs) (328m).

Capital Cost: Removal of the rooftop uses (sports court / walking track) would result in a capital cost reduction of \$3,093,100 (inclusive of soft costs / contingencies).

Operating Cost: There would be operational costs for the rooftop space including staff time required for remote and periodic supervision, oversight and customer service, as well as janitorial and maintenance requirements. This has not been quantified in operating estimates.

4. Reduction of South Building Form (Four floors to Three floors)

The building massing of the south building can be simplified by removing the uppermost floor (4th floor). The program components located on the 4th floor (children's program and preschool component) can be relocated to an expanded 3rd floor. Through co-locating program components onto the 3rd floor, efficiencies in programming can be gained and the overall total area of the building reduced. The refinement to the design would provide cost savings through elimination of one elevator, reduced structural costs and elimination of costs associated with roof-top access for the south building.

Trade-offs associated with expanding the 3rd floor area include increased shading and reduced landscaping between the south and north buildings; however, an adjustment can be made to the design to allow for increased hardscape in this area which would complement the adjacent building program.

Capital Cost: A reduction of the south building form would result in a capital cost reduction of \$2,086,500 (inclusive of soft costs / contingencies).

Operating Cost: The removal of an elevator and a reduction in building area will reduce the maintenance and janitorial costs. This has not been quantified in operating estimates.

5. Reduction of Building Windows

Through the design development phase, a review and analysis of all exterior windows (glazing) was undertaken. The vast majority of the windows are included at the main entry, main corridor and the south building; there are minimal windows on the remainder of the facility. Without compromising the usability of interior spaces, windows could be reduced by 6% across the building form.

In addition, a detailed review and daylight modeling study was undertaken for the windows adjacent to the arena area. Within the current design, windows are included in two locations adjacent to the arena: between the arena and the internal building corridor, and between the internal building corridor and the exterior ravine space. The windows between the arena and the internal building corridor provide views into and out of the arena, enhance the interaction between ice and non-ice users, encourage involvement into ice activities and promote an overall sense of connection and wayfinding within the building. Internal visual connections between program elements is a common design strategy in community recreation centres and was also a desire expressed by the public during the engagement phase. It is recommended that these interior windows be retained and the windows reduced by at least 50% along the adjacent interior corridor to the exterior to ensure that direct sunlight does not impact the ice quality or the player experience. This will be further refined through the contract document phase.

Capital Cost: A reduction in building / arena windows will result in a capital cost reduction of \$204,600 (inclusive of soft costs / contingencies).

Operating Cost: A reduction in building / arena windows will require less energy use (heating / cooling) and will require less maintenance. This has not been quantified in operating estimates.

Redesign Implications of Potential Project Scope Reductions:

To integrate these revisions into the design development phase, it is anticipated to take approximately 6 weeks of additional work at a cost of ~\$358,000.

For a high-level comparison of the building footprints between the July 2018 schematic design and the proposed February 2019 reduced project scope, please see Attachment #2.

For clarity, the combined capital reduction of the recommended potential project scope reductions is summarized below:

Potential Project Scope Reductions (inclusive of soft costs & contingencies)	
(1) Reduction of 53 M 8-lane Pool to a 26.5 M 10-lane Pool	(\$ 4,626,700)
(2) Removal of Curling Component & Reallocation of Parking	(\$ 17,762,100)
(3) Removal of Rooftop Uses (Sports Court / Walking Track)	(\$ 3,093,100)
(4) Reduction of South Building Form	(\$ 2,086,500)
(5) Reduction of Building Windows	(\$ 204,600)
Redesign Implications	
Redesign Fees	\$ 358,000
Proposed Combined Capital Reduction	(\$ 27,415,000)

As reported in the July 2018 report, the total estimated net operating cost for the existing scope is \$2.5 million per year. (The current net operating cost of the existing HJCRC is \$1.1 million per year.) With the recommended project scope reductions, it is anticipated that the net operating cost could be reduced as follows:

Potential Operating Cost Reductions (Per Year)	
(1) Reduction of 53 M 8-lane Pool to a 26.5 M 10-lane Pool	(\$200,000 – \$1,000,000)
(2) Removal of Curling Component	(\$150,000 – \$250,000)
(3) Removal of Rooftop Uses (Sports Court / Walking Track)	Modest Reduction
(4) Reduction of South Building Form	Modest Reduction
(5) Reduction of Building Windows	Modest Reduction
Proposed Combined Annual Net Operating Reduction	(\$350,000 - \$1,250,000)

In addition to the reductions in capital cost and net operating costs, with the proposed project scope reductions, the long-term maintenance and lifecycle costs would also be reduced. Long-term maintenance and lifecycle costs are significant, in particular for maintenance and equipment intensive components such as aquatics and curling. A lifecycle cost analysis will be undertaken as part of the next phase of the work.

Risk Mitigation Measures – Enhanced Project Management:

Two enhancements to the HJCRC project structure are being proposed to mitigate risk and increase project transparency.

1. External Project Management:

It is proposed that external project management is secured, through a competitive Request for Proposal process, for the duration of the HJCRC project. Scope of work for external project management would include, but not be limited to:

- Communications: coordinate information to the HJCRC project team, stakeholders and general public
- Design: manage the design team and process to ensure quality, schedule and cost targets are being achieved
- Procurement: liaise with CNV Purchasing through the execution of design and construction tenders ensuring fairness and transparency

- Scheduling: prepare, monitor and update the master schedule, by tracking progress against baseline critical path
- Budget and Cost Control: prepare master budget and cash flow projections and update as needed to reflect necessary adjustments
- Quality Control: implement quality control program and tracking system
- Risk: prepare risk management plan to identify project exposure and establish risk mitigation measures
- Project Reporting: report on schedule, risk items, project costs and forecasted costs through a monthly reporting structure

External project management will allow for additional oversight and capacity to deliver the project and will ensure that City staff have the capacity to undertake overall project oversight, internal coordination, as well as existing work plans.

2. HJCRC Citizens Committee of Experts:

It is proposed that a HJCRC Citizens Committee of Experts be established. The purpose of the Committee will be to provide an additional layer of oversight, accountability and transparency for the project. Through regular updates to the Committee by the HJCRC project team, the Citizens Committee of Experts will be able to help guide the overall effectiveness of the project. The Terms of Reference for the committee will be shared with Council at a future date.

Two additional risk mitigation measures related to HJCRC are possible. These options are being further assessed and updates will be provided to Council for consideration.

- **Pay Parking:** There is potential to include pay parking within the HJCRC project. Within the Lower Mainland there are several community recreation centres in areas with parking demand which have pay parking. Pay parking can offset the capital cost of parking. As well, pay parking can be implemented as a TDM strategy to reduce vehicle traffic and manage parking demand. Prior to implementing pay parking, the development of an area-wide parking policy and plan would be required to manage the parking supply and address potential spillover impacts into residential areas where there are currently no parking restrictions. This can occur prior to the new HJCRC opening as part of the City's long-range mobility plan which will include a city-wide parking and curbside management strategy that applies demand-based management principles to rate setting.
- **Early Closure of Existing HJCRC:** There is potential to close the existing HJCRC complex prior to the completion of the new facility. This will enable greater flexibility in phasing of the Harry Jerome Neighbourhood Lands (HJNL) and reduce the requirement for bridge financing. This however is not without impact to users. The Harry Jerome complex (comprised of three buildings) serves more than 272,000 visits per year through a wide variety of services, plus special events and space rentals. The centre provides 1,570 programs annually for 7,800 registrants. Rentals bring in another 5,400 visits. Closure of these

spaces will result in reduction in service and the relocation of some services to other recreation centres and venues where possible. It will be a significant challenge to find alternate spaces within the neighbourhood.

FINANCIAL IMPLICATIONS:

Project Estimates:

Project estimates are being undertaken for this project as part of the design process at four key intervals, as follows:

- Class 'D': Concept Design - Order of Magnitude: +/-50% (10% design completion)
- Class 'C': Schematic Design - Preliminary Design: +/-15% (25% design completion)
- Class 'B': Design Development - Detailed Design: +/-10% (50% design completion)
- Class 'A': Tender Drawings - Pre-Tender Design: +/- 5% (95% design completion)

Class 'B' Estimate:

As part of the design development phase, a Class 'B' estimate has now been completed. The Class 'B' estimate is based on the program as detailed in the Schematic Design (presented July 2018). The estimate was prepared by an independent Professional Quantity Surveyor, based on current day considerations of construction on the North Shore, world market uncertainties and a re-evaluation of recent escalation rates. The Class 'B' estimate represents project costs +/-10%.

The Class 'B' cost estimate for the HJCRC project (based on program scope as approved in July 2018) is as follows:

	CLASS 'B' (Feb 2019)	CLASS 'C' (July 2018)
Construction & Soft Costs	\$ 181,014,900	\$ 166,963,600
Contingencies & Escalation	\$ 28,872,900	\$ 32,337,300
Project Oversight (Internal / External)	\$ 2,891,000	\$ 1,391,000
HJCRC TOTAL	*\$ 212,778,800	\$ 200,691,900

**Additional items included in the 2019 Class 'B' estimate not included in 2018 Class 'C' are as follows: \$1.5 million for External Project Management and \$500,000 for BC Hydro capacity design (cost of required physical upgrades still to be determined).*

Within the Class 'B' estimate there are a few items worth noting:

- Present day bids for items experiencing the greatest escalation impact (such as steel) were acquired to verify estimates
- Pricing includes the cost impact of USA tariff on steel and aluminum
- An escalation rate of 9% to June 2020 (anticipated construction start date) is included
- In determining the escalation rate, a trade by trade analysis was undertaken

Class 'B' Reduced Scope

As part of undertaking the Class 'B' estimate, each of the project scope reduction options were assessed by the Professional Quantity Surveyor.* With incorporation of all

five recommended project scope reductions, the Class 'B' estimate would be adjusted as follows:

	CLASS 'B' CURRENT SCOPE	CLASS 'B' REDUCED SCOPE
Construction & Soft Costs	\$ 181,014,900	\$ 157,559,200
Contingencies & Escalation	\$ 28,872,900	\$ 24,913,600
Project Oversight (Internal / External)	\$ 2,891,000	\$ 2,891,000
HJCRC TOTAL	*\$ 212,778,800	*\$ 185,363,800

* The reallocation of parking from underground to surface has been completed to a Class 'D' estimate (+/- 20%).

The Class 'B' estimate does not contemplate any grant contributions; however, as per Council's resolution of February 11, 2019, an application to the Investing in Canada's Infrastructure Program (ICIP) fund has been made, requesting a grant of \$20 million. Staff will update Council on any updates or outcome of the grant application process; a decision from the senior levels of government is not anticipated until Fall 2019.

Lastly, as part of reviewing HJCRC costs, throughout the schematic and design development process, the HJCRC project team has benchmarked specific component costs against other recreation centers in the Metro Vancouver area on a cost per square foot basis per component type (eg. aquatic space). This unit rate comparison has been helpful in the design process and ensured alignment with the project budget from early design stages to more detailed planning. This benchmarking exercise evaluated municipally-owned, institutional quality recreation projects. It is important to note however that a detailed comparison of complete facilities (as opposed to specific components) is an extremely complex exercise, in that no two projects are ever completely alike and that variables such as program, lot size, site complexity, location, year of construction, applicable codes and project delivery can cause costs to vary significantly from one project to the next.

HJCRC Financing

The July 23, 2018 report of the Director of Finance set out the proposed financing plan for the projects within the Harry Jerome precinct, including the new HJCRC and the non-recreational amenity projects (Attachment #3). Primarily financed by the long-term lease revenues from the HJNL, the construction of the new HJCRC will only initiate with acceptable funding availability and risk mitigation measures in place.

As part of the overall funding structure, there are a number of additional related projects included. An overall cost summary is outlined below. It is important to note that while the HJCRC project costs have been refined through successive development, the non-recreation amenity projects are based on initial conservative estimates and assume no additional capital from partnerships or senior levels of government.

Harry Jerome Precinct Projects

	Existing HJCRC Scope	Reduced HJCRC Scope
HJCRC	\$ 212,778,800	\$ 185,363,800
Lawn Bowling	\$ 6,500,000	\$ 6,500,000
Silver Harbour Interim	\$ 3,000,000	\$ 3,000,000
Temporary Skatepark	\$ 350,000	\$ 350,000
subtotal	\$ 222,628,800	\$ 195,213,800

Non Recreational Amenities

New Park / Green Necklace (HJNL)	\$ 6,500,000	\$ 6,500,000
Non Market Housing Units (80)	\$ 15,400,000	\$ 15,400,000
Childcare (37 spaces)	\$ 5,000,000	\$ 5,000,000
subtotal	\$ 26,900,000	\$ 26,900,000

TOTAL PRECINCT COSTS \$ 249,528,800 \$ 222,113,800

With the Class 'B' estimate, the HJCRC costs are better refined however they do exceed slightly the funding provided from the HJNL. However, as a whole, the total precinct costs, when including the current HJCRC project scope and non-recreational amenities, is higher than the total revenue for the HJNL and additional sources of revenue are required. A reduced HJCRC scope scenario provides some savings.

NEXT STEPS:

The HJCRC project team is currently in the final stages of design development. Assuming direction from Council to proceed with the recommended cost reductions, the anticipated timeline would be as follows:

PROJECT SCHEDULE (with reduced scope)	START	FINISH
Council - Project Approval to Proceed	July 2018	
Council - Confirmation of Project Scope	March 2019	
HJCRC Redesign Stage	Mar 2019	April 2019
HJCRC Contract Document Stage	May 2019	Feb 2020
Council – Approval to Proceed to Tender	Nov 2019	
HJCRC Tender & Permits	Jan 2020	May 2020
Silver Harbour Relocation (Interim)	Sept 2021	Sept 2023
HJCRC Construction	June 2020	Mar 2023

HJCRC Commissioning	April 2023	Oct 2023
HJCRC Project Completion	Nov 2023	

If direction was given to proceed based on the original Schematic Design scope, the project would remain on the same timeline as presented in July 2018 (project completion Sept 2023).

Without confirmation of direction from Council, the HJCRC project should be paused. It is possible to pause the project; however, there are costs associated with delays. Most significantly, the project is currently carrying \$15.4 million in escalation contingency assuming a projected construction commencement date of June 2020 and a delay will likely require an increase in the escalation costs carried. In addition to financial considerations, delays will cause a loss of momentum and likely the reassignment of consultant team members to other projects, leading to a loss of project knowledge and continuity.

With confirmation to proceed, as part of next steps, the following will also need to be finalized: consolidation of the two lots comprising the HJCRC lands and a review of final lot coverage and setbacks.

As part of the contract document stage, two additional cost estimates will be completed. Throughout the contract document phase, the HJCRC project team will continue to review and seek out cost saving opportunities. To keep to an efficient construction schedule, staff will seek endorsement from Council to proceed with a construction tender for site demolition, site prep and site servicing prior to full building tender.

Updates on Related Projects:

In 2018, following Council direction, a feasibility study for the Mickey McDougall Site and Building was undertaken which included consideration of both Flicka Gymnastics Club and the North Vancouver Lawn Bowling Club. Updates on both of these projects are outlined below.

Flicka:

In the spring of 2018, staff and Flicka Gymnastics Club undertook a Feasibility Study for the Mickey McDougall building. Three options for the use of the Mickey McDougall Building were detailed. The preferred option for Flicka at that time was to repurpose the building with minor renovations. Flicka’s Board of Directors provided a resolution indicating the Mickey McDougall Community Recreational Centre does have the potential to operate as a gymnastics facility. It also noted the need to establish and negotiate financial and logistical considerations for a possible lease. In June 2018 at the Flicka AGM, the membership expressed concerns that this repurpose option may not best accommodate the current program. It requested a sub-committee be established to investigate other options that would at minimum, meet the needs of the current and future community demand for gymnastics.

In November 2018, Council directed staff to discuss a variant of Option 3 (a new replacement facility) with Flicka. Over the past few months, staff have met with Flicka to discuss future potential options. Flicka has indicated they are working towards developing a proposal for a new facility located at the Mickey McDougall site to meet future needs, as well as current growth, in their programs. To realize their goal, Flicka has stated that they would seek support with potential contributions of funding, land (a long-term lease), a permissive tax exemption, as well as support to approach other levels of government for funding. Staff will continue to work with Flicka to review progress with their proposal as well as discussing Flicka's options for an interim temporary facility if required.

Lawn Bowling:

In July 2018, Council endorsed the redevelopment of the North Vancouver Lawn Bowling (NVLB) clubhouse and greens at the Mickey McDougall site. The lawn bowling project will deliver a new City-owned clubhouse (6,850 sq.ft.), along with two lawn bowling greens (artificial turf fields). The facility and greens will be leased to the North Vancouver Lawn Bowling Club (NVLB). Since July 2018, staff have been working with the NVLB Club on the design development. The site preparation and greens will be ready to tender very shortly, with the clubhouse tender anticipated in early spring 2019. It is anticipated that NVLB Club will be operational in the new facility mid to late 2019. The Lawn Bowling project has a pre-approved budget of \$6.5 million.

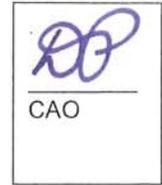
INTER-DEPARTMENTAL IMPLICATIONS:

This project and report has been developed by the HJCRC project team with input by the Leadership Team on February 13, 2019.

RESPECTFULLY SUBMITTED:



Heather Reinhold
Deputy Director, Strategic Initiatives & Services



The Corporation of **THE CITY OF NORTH VANCOUVER**
OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

REPORT

To: Mayor Darrell R. Mussatto and Members of Council

From: Barbara Pearce, Director, Strategic Initiatives & Services
Heather Reinhold, Deputy Director, Strategic Initiatives & Services

SUBJECT: FLICKA GYMNASTICS RELOCATION – NEXT STEPS

Date: July 18, 2018 File No: 02-0800-30-0013/1

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

RECOMMENDATION:

PURSUANT to the report of the Director and Deputy Director, Strategic Initiatives & Services, dated July 18, 2018, entitled "Flicka Gymnastics Relocation – Next Steps":

THAT staff be directed to assist Flicka Gymnastics with their design development for re-use of Mickey McDougall building;

THAT staff be authorized to negotiate legal agreements with Flicka Gymnastics Club for use of the Mickey McDougall Community Recreation Centre building;

THAT staff report back for authorization to enter legal agreements with Flicka for use of Mickey McDougall Building;

AND THAT the funding for the building's capital maintenance related to the extended use of the Mickey McDougall building be referred to the 2020 Project Plan process.

ATTACHMENTS:

1. Existing Site Map Doc #1679600
2. Feasibility Study Report Doc #1679594

PURPOSE:

The purpose of this report is to seek approval to proceed with next steps in negotiating the use of the existing Mickey McDougall Recreation Centre building by Flicka Gymnastics Club (“Flicka”).

BACKGROUND:

Flicka Gymnastics Club has been a tenant within the existing Harry Jerome Recreation Centre since 1999. Flicka is a registered non-profit society which provides gymnastics programming to the public, and also acts as a high performance club to members.

As part of the Special Council Meeting held on May 15, 2017 for Harry Jerome stakeholders, Flicka Gymnastics submitted a proposal which identified a desire for a new facility that they would operate and maintain independently, similar to facilities in Delta and Vancouver. Flicka’s business case indicated a desire to explore the option to relocate to the Mickey McDougall facility. Flicka indicated the organization currently has over \$1 million to contribute to a capital project, with the potential to contribute more.

In June 2017 Council endorsed undertaking a Feasibility Study, under a cost-sharing agreement between the City and Flicka, to further explore Flicka Gymnastics relocating to the Mickey McDougall building. At the same time, Council directed staff to undertake a feasibility study to relocate North Vancouver Lawn Bowling Club to a portion of the Mickey McDougall site as part of the overall redevelopment plan for the Harry Jerome precinct. While these projects are not dependent on one another, the feasibility study was undertaken with consideration of both to allow for coordination and to ensure that one did not preclude the other.

Since late 2017, staff have been working with Flicka to assess opportunities for their relocation to the Mickey McDougall building through a Feasibility Study which assessed three potential options as outlined below.

DISCUSSION:

The Feasibility Study for Flicka included: an in-depth review of the existing facilities; a review of previous studies; site visits to other relevant facilities such as Delta Gymnastics; review and assessment of site layout options; development of a Functional Program; and selection of a Preferred Concept Design for overall site and the Building.

Mickey McDougall Building

The Mickey McDougall site is centrally located at 240 East 23rd Street in close proximity to the future Harry Jerome Community Recreation Centre. The Mickey McDougall building, which was originally built as an elementary school in 1967, then converted to community use in 1982, is located on the west side of the property. It currently houses a gymnasium, children’s activity area, washrooms, change rooms and a performing art studio. The building is approximately 22,450 square feet.

A Property Condition Assessment, undertaken in 2015, found the building was reasonably well maintained although, given its age, many basic service systems are nearing the end of design life. General upgrades to building systems should be undertaken with any continued use of the building.

Overall Site Layout Options:

A series of stakeholder meetings were held with Flicka, and then jointly with Lawn Bowling, to produce three high level approaches to overall site redevelopment:

1. Repurpose the existing Mickey McDougall building for use by Flicka with minimal interference on the remainder of the site and build a new clubhouse for NVLBC in the northeast corner;
2. Renovate the existing Mickey McDougall building to expand the gym for use by Flicka, add underground parking and co-locate NVLBC's clubhouse with a building expansion;
3. Replace the existing Mickey McDougall building (phased) for use by Flicka, construct underground parking and build a new clubhouse for NVLBC on St. Andrews Ave.

Option 1 (Repurpose) was confirmed as the preferred direction from a budget, stakeholder need and site opportunity perspective.

Functional Program

Focused stakeholder sessions were held with Flicka to analyze the building, prepare a functional program and explore concept design options. Flicka's functional program established total area requirements of 2,800 square feet for support spaces plus gymnasium space that could range from 15,000 / 20,000 / 25,000 square feet, depending on the design approach selected and the available funding. Additionally, a multipurpose room of 500 to 800 square feet was considered as a program enhancement.

Flicka currently runs current programs out of 'Gym D' in the existing Harry Jerome facility which is a former curling rink of 13,500 square feet and has access to adjacent washrooms, upper viewing area and a multi-purpose room (approx. 1,000 sf). To provide safety pits for various programs, Flicka has installed a raised floor system within the gym. The existing Mickey McDougall gym at 10,500 square feet is smaller than Flicka's current gym area, creating some challenges in offering a full program of activities or meeting wait-listed demands.

Design parameters were identified for the functional program. Highlighted concepts for any new facility for Flicka include: control of light and air; welcoming and separate user viewing areas; and attention to functional needs for all ages including very young children.

Flicka's Preferred Concept – Repurpose

Upon considering the schedule and budget, Flicka chose to proceed to develop the 'Repurpose' option for their use of the Mickey McDougall facility. By utilizing the available spaces, including the gymnasium, stage area, multi-purpose room, change rooms and

support spaces, with minor renovations, Flicka feels that they will be able to meet their basic programming needs in the existing Mickey McDougall facility.

Key features of the simple repurpose option include:

- Raising the floor in the gymnasium to connect to the existing stage area to provide the 120 ft. length required for competitive vault training;
- Extending the pit into the existing crawl space to meet clearance regulations;
- With minor modifications, existing washrooms on the second floor can be connected to the gymnasium area, allowing supervision of children during programming;
- The multipurpose room provides program space for youth recreation groups; (note: the 10 ft. clearance to the underside of the structure in this space restricts some programming possibilities); and
- With renovation, the existing change room areas can serve multiple functions, such as a universal changing area, office space, and storage.

Flicka also studied a related option to expand the gymnasium on the north end by 3,850 square feet. This expansion would house pits, trampolines, rings, and other features and offer contiguous space for Flicka to meet increasing program demands. This enhancement could be considered in a later phase of development. The layout and site configuration of Lawn Bowling took this future potential expansion scenario into account.

Flicka Gymnastics supports the Preferred Concept and the Board of Directors has provided the following resolution:

“Whereas, Flicka Gymnastics and the City of North Vancouver are about to complete the feasibility study that explore the suitability of Mickey McDougall Community Recreation Centre to function as a gymnastics facility.

And whereas, the feasibility study indicates that the Mickey McDougall Community Recreation Centres does have the potential to operate as a gymnastics facility.

And whereas, the financial and logistical considerations need to be established for a possible lease of the facility by Flicka Gymnastics Club.

Flicka Gymnastics Club agrees to enter into formal negotiations for the potential lease of Mickey McDougall Recreation Centre.”

Information Session

Two conceptual design options for the site were included as part of the HJCRC Public Information Session on May 23, 2018. Neighbours and Community members shared their concerns and comments on the emerging concepts for the Mickey McDougall site. The potential impact of increased parking and traffic within this residential neighbourhood and loss of park land for informal activities were identified concerns.

As a result of the public feedback received, the preferred option locates the lawn bowling clubhouse close to the Building with Flicka activities, thereby offering a greater setback to residential streets. In addition, some on-site parking has been accommodated.

Transportation / Parking

The overall Transportation Study for the Harry Jerome precinct considered the relocation of Lawn Bowling and Flicka Gymnastics to the Mickey McDougall site. Based on the close proximity of the existing facilities and similarities in existing and proposed use, significant changes to traffic and parking are not anticipated.

The existing Flicka facility does not have any dedicated stalls; parking is shared with the overall existing Harry Jerome complex. There are currently 24 on-street parking stalls associated with the Mickey McDougall site located along 24th Street, as well as on –street parking on St. Andrews and 23rd Street.

With the redevelopment of the Mickey McDougall site, an additional 20 parking stalls will be included on site with an internal site drop-off and roundabout for all users and service vehicles. A majority of Flicka users utilize the drop-off option. With a simple repurpose of the Mickey McDougall building by Flicka, impacts on the surrounding neighbourhood are anticipated to be minimal.

Proposed Timeline

It is anticipated that Flicka will be able to remain in their current location until the final closure of the existing Harry Jerome complex in 2023. Ongoing NVRC programs that are utilizing the existing Mickey McDougall building may need to be relocated prior to the completion of the new HJCRC facility however to allow for the renovation timeline for Flicka.

It is anticipated, based on the repurpose option, that the detailed design and tendering would take approximately 10 months and the physical renovation and commissioning approximately 12-14 months.

Next Steps

With Council's direction, staff will continue to work with Flicka on further detailing their re-use potential of the Mickey McDougall building and will negotiate a Facility Lease based on a 10 year term. Staff will report back to finalize the terms of a Facility Lease.

FINANCIAL IMPLICATIONS:

Currently, the City of North Vancouver together with the NVRC are responsible for maintenance and lifecycle replacement of all building components for the Mickey McDougall Facility. A recent Property Condition Assessment, has identified approximately \$400,000 - \$600,000 in capital maintenance that would be required if the building is anticipated to be in use for another 5-10 years. These capital maintenance items are primarily life safety systems such as sprinkler, and fire alarm system upgrades and seismic restraint of non-structural elements (light fixtures, etc.). Should the building's use be extended beyond 10 years, the building's roof, electrical systems and HVAC

mechanical systems may require upgrading. Funding for capital maintenance items will be referred to the 2020 Project Plan for consideration.

Tenant improvements required to facilitate Flicka's gymnastic program will be at the sole cost of Flicka. As part of the Feasibility Study, a Class D estimate has been completed. The overall estimated cost to Flicka, for the repurpose option, totals \$1.8 million, including hard construction costs, contingencies, escalation and all soft costs. Many of these improvements can be done over time as funding becomes available to Flicka.

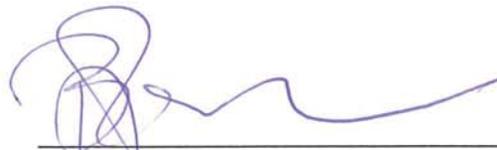
Flicka currently pays a fixed lease rate within the existing Harry Jerome facility. It is anticipated that the operating costs for their sole use of Mickey McDougall will be higher, Flicka will be responsible for all operating costs for the Mickey McDougall building.

Any requests for funding to support capital maintenance to the Mickey McDougall building will take place terms of the Flicka Facility Lease are confirmed.

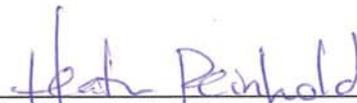
INTER-DEPARTMENTAL IMPLICATIONS:

This project has been developed in coordination with Finance, Engineering, Parks & Environment and Planning. This report was endorsed by the major Projects Committee on July 17, 2018.

RESPECTFULLY SUBMITTED:



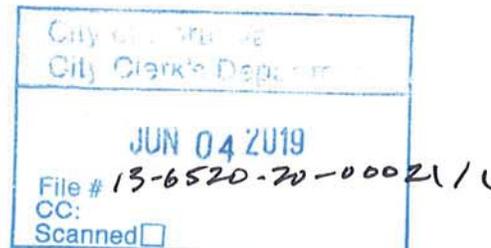
Barbara Pearce
Director, Strategic Initiatives & Services



Heather Reinhold
Deputy Director, Strategic Initiatives &
Services



City of North Vancouver
 Mayor Buchanan & Council
 141 West 14th Street
 North Vancouver, BC, V7M 1H9



May 23, 2019

Re: Purpose Built Gymnastics Facility Request for Support

Dear Mayor Buchanan and Council:

For over five and a half decades Flicka Gymnastics Club (FGC) has inspired tens of thousands of children in North Vancouver to be active by exploring human movement through gymnastics. As a non-profit society, Flicka's mission, since its establishment in 1962, has been to provide gymnastics programming excellence at all levels. Flicka has consistently offered a safe, welcoming, and fun environment for even the most timid of participants. At the same time, it is well-known as a place where an athlete can excel at the highest levels of the sport at events such as the Olympic Games. Flicka's successes are demonstrated across the spectrum regardless of age or ability. The Society is hopeful it will be able to continue to provide a number of community benefits to North Vancouver residents through its expertise in the instruction of a complex foundational sport, offering full-time and part-time employment opportunities for over 40 staff, as well as, opportunities to volunteer, and contributing economic benefits to the local community when gymnasts, coaches, and officials from out of town travel to participate in competitions and events hosted by the Society. Many North Shore residents are Flicka alumni who continue to stay connected to the gymnastics community through judging and other activities that support the sport. Gymnastics is a sport that continues to grow in both its participation numbers and the variety of sports under its umbrella.

Gymnastics is considered a foundation sport that enables physical literacy at all ages and abilities. 70% of all participants in Gymnastics are female. It is the individual sport with the largest female participation rate and it has the second highest female participation rate of all sports. Flicka currently has over 2000 registered gymnasts who participate in diverse gymnastics programming annually, ranging from pre-school aged children to adult seniors. This includes a well-established relationship with the secondary schools on the North Shore. Flicka offers gym time, structured programming, and coaching support for high school aged youth. Some of these same youth pursue certification and are hired as gymnastics coaches at Flicka or choose to volunteer coach at their local high school.

FGC operates 7 days a week throughout the year with programming starting at 9 am each day. Peak operation times for FGC are from September to June between 3 pm and 9 pm Monday to Friday, and Saturday and Sunday between 9 am and 9 pm. Daytime programming at FGC is focused on programs specifically tailored for people with disabilities, pre-school aged or home schooled children, and the



competitive stream athletes. Flicka continues to have waitlists for after-school recreational programs. In particular, demand for parkour and ninja gymnastics has increased dramatically.

Since the late 1990s Flicka has worked collaboratively as a community partner with the City of North Vancouver (CNV) and North Vancouver Recreation and Culture Commission (NVRC) to deliver gymnastics programming out of the Harry Jerome Recreation Centre (HJRC). Over the past 15 years FGC has engaged in a number of discussions with NVRC and CNV as planning began with respect to HJRC. Flicka was disappointed that it was not to be included in the new HJRC building, even though demand for this specialized sport programming is high. Moving forward Flicka's hope is that all levels of government on the North Shore will partner to ensure gymnastics will continue in our communities. Flicka envisions this through the collaborative development of a purpose built gymnastics facility that will serve the residents of North Vancouver today and for another five decades.

In November 2018 CNV Council directed staff to discuss a variant of Option 3, a new replacement facility, with Flicka. Over the past few months, CNV staff have met with Flicka to discuss this option as well as other potential options that would meet the current and future demand for gymnastics programming in North Vancouver. In order to achieve the goal of a purpose built gymnastics facility Flicka is seeking support from CNV and the District of North Vancouver (DNV) with potential contributions of cash, land (a long-term lease), a permissive tax exemption, as well as, support to approach other levels of government for funding.

Flicka's goal is a permanent (50 years or more) facility. The building could be new or a substantial renovation of an existing facility to a like new condition ensuring minimal operational and maintenance costs, or programming interruption during the first 20 years of operation. A purpose built facility would be a minimum of 20,000 to a maximum of 30,000 square feet. This square footage would include the gymnastics activity space, washrooms and change rooms, FGC administration offices and workspaces for coaching staff, a viewing area, kitchen/staff room, a multipurpose meeting room/training space, as well as, an area for onsite equipment/file storage. The minimum length, width, and height of the building would be determined by a number of factors: the height of the ring tower and clearance needed for competitive trampoline, the length of the vault runway, equipment, and landing area, the height, if any, above floor level of the foam pit, and the perimeter safety clearance needed for the 40x40 floor exercise mat. Generally, this would mean a building between 125' to 150' wide and 160' to 200' long with a ceiling height of 35' to 40'. The building design should be functional with low maintenance requirements and mid to low end finishings. Exterior considerations such as parking are not under consideration.

Flicka has set aside a restricted fund to support the building. It is expected that a capital fundraising campaign will enable FGC to contribute the cash outlay that will cover the cost of the move to the new location, the purchase, installation, and testing of all the gymnastics equipment that will be included at a new site, and establishment of a capital reserve to ensure proper annual maintenance of the building and equipment. Flicka would request that municipalities provide support for the club, through a



contribution of land and cash, and support Flicka to approach the provincial and federal governments for financial contributions to the project.

Flicka is open to considering partnerships and co-locating with other non-profit societies or registered charities who are in need of space to provide operations. Ideas include a building that can be constructed to incorporate a child care centre operator, a charity that provides community programs for new-comers, adult day care activities, or other pursuits that would complement the space utilization of a site.

Recognizing that development and construction of a new facility would require years to implement, Flicka would like to propose asking for temporary access to a parcel of land and permission to erect a temporary structure somewhere on the North Shore. This would enable Flicka to continue operations during the transition out of HJRC and into a new purpose built gymnastics facility. The FGC Facility Sub Committee has investigated the feasibility of using a 15,000 to 18,000 square foot Sprung™ type structure to house the Society's activities. This temporary solution would be feasible for the society.

In closing, Flicka would like to draw attention to one of its' earliest leaders, BC Sports Hall of Fame Builder Gladys Hartley. Gladys set high standards of achievement in all aspects of the Society. She instilled the importance of having a strong work ethic, a focus on doing any activity to the best of a person's ability, of developing female leadership in sport, and creating positive life long attitudes towards participation in sport for all those who came to Flicka. FGC would like to honour these ideals with multiple levels of support. As Flicka renews its' strategic plan this year we hope to include a multi-faceted partnership with all levels of government detailing the elements of a plan to deliver a purpose built gymnastics facility in North Vancouver that will serve our communities for another five decades while adhering to the positive standards listed above.

Sincerely,

Nicole Turcotte
Flicka Gymnastics Club
Board of Directors
Co-Chair

Jennefer Andrusco-Daon
Flicka Gymnastics Club
Board of Directors
Co-Chair

cc: Minister Wilkinson, MP North Vancouver
Bowinn Ma, MLA North Vancouver-Lonsdale
Christie Sacré, Chair, North Vancouver Board of Education
Toran Savjord, Vice President, Capilano University