



**AGENDA FOR THE REGULAR MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBER AND ELECTRONICALLY (HYBRID) FROM CITY HALL, 141 WEST 14<sup>TH</sup> STREET, NORTH VANCOUVER, BC, ON MONDAY, MAY 16, 2022 AT 6:00 PM**

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“Live” Broadcast via City Website [www.cnv.org/LiveStreaming](http://www.cnv.org/LiveStreaming)  
Complete Agenda Package available at [www.cnv.org/CouncilMeetings](http://www.cnv.org/CouncilMeetings)

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

**CALL TO ORDER**

**APPROVAL OF AGENDA**

1. Regular Council Meeting Agenda, May 16, 2022

**ADOPTION OF MINUTES**

2. Regular Council Meeting Minutes, May 9, 2022

**PROCLAMATION**

International Day Against Homophobia, Transphobia and Biphobia – May 17, 2022

**PUBLIC INPUT PERIOD**

**CONSENT AGENDA**

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

**REPORT**

- \*3. CanExport Community Investments Contribution Agreement

**PUBLIC HEARING – 115 East Keith Road**

**BYLAWS – THIRD READING**

4. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8877” (Victoria Park (Denna Homes) GP Ltd. / Integra Architecture Inc., 115 East Keith Road, CD-741)
5. “Housing Agreement Bylaw, 2022, No. 8923” (Victoria Park (Denna Homes) GP Ltd. / Integra Architecture Inc., 115 East Keith Road, CD-741, Rental Housing Commitments)

**REPORTS**

6. 2022 Round One Community Grant Recommendations
7. Temporary Loan Authorization Bylaw, 2022, No. 8904

**BYLAW – FIRST, SECOND AND THIRD READINGS**

8. “Temporary Loan Authorization Bylaw, 2022, No. 8904”

**REPORTS**

9. Harmonization of City Guidelines for Tree Protection
10. Rezoning Application: 407 West 16<sup>th</sup> Street (Bill Curtis / Kuntjoro Architect Inc.)
11. Development Variance Permit Application for 231 East 15<sup>th</sup> Street and Zoning Text Amendment for 319-333 East 14<sup>th</sup> Street, 318-332 East 13<sup>th</sup> Street, 313 East 14<sup>th</sup> Street, 1304-1324 St. Andrews Avenue (Vancouver Coastal Health / PCL Constructors Westcoast Inc.)
12. Mobile Food Services
13. Mahon Park Childcare and Washrooms – Change Room Addition

**PUBLIC CLARIFICATION PERIOD**

**COUNCIL INQUIRIES / REPORTS**

**NEW ITEMS OF BUSINESS**

**NOTICES OF MOTION**

**RECESS TO CLOSED SESSION**

**REPORT OF THE COMMITTEE OF THE WHOLE (CLOSED SESSION)**

**ADJOURN**

## **CALL TO ORDER**

## **APPROVAL OF AGENDA**

1. Regular Council Meeting Agenda, May 16, 2022

## **ADOPTION OF MINUTES**

2. Regular Council Meeting Minutes, May 9, 2022

## **PROCLAMATION**

International Day Against Homophobia, Transphobia and Biphobia – May 17, 2022

## **PUBLIC INPUT PERIOD**

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

Speakers during the Public Input Period are permitted to join the meeting electronically via Webex or in person in the Council Chamber.

There are 2 ways to sign up to speak during the Public Input Period.

- 1) Speakers who choose to participate electronically must pre-register by 12:00 noon on the day of the Council meeting by completing the online form at [cnv.org/PublicInputPeriod](http://cnv.org/PublicInputPeriod), or by phoning 604-990-4230 to provide contact information. Pre-registrants will receive instructions via email or phone on the afternoon of the Council meeting, including a request to connect to the meeting 15-30 minutes before the meeting start time.
- 2) Speakers who choose to participate in person must sign the speaker list located outside the Council Chamber between 5:30 and 5:55 pm on the day of the Council meeting.

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

The Public Input Period offers an opportunity to express comments only; Council is there to listen only and questions will not be responded to. 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 listed in section 12.25(2).

Speakers are not to address matters that refer to items from a concluded Public Hearing or Public Meeting. When a Public Hearing or Public Meeting is scheduled on the same evening’s agenda, speakers are asked to only provide input when that matter comes forward for discussion on the agenda in order for the comments to be considered as part of the particular Public Hearing or Public Meeting. Otherwise the input cannot be considered or form part of the official record.

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

**CONSENT AGENDA**

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

**RECOMMENDATION:**

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

**START OF CONSENT AGENDA**

**REPORT**

- \*3. CanExport Community Investments Contribution Agreement  
– File: 13-6750-01-0001/2021

Report: Manager, Economic Development, May 9, 2022

**RECOMMENDATION:**

PURSUANT to the report of the Manager, Economic Development, dated May 9, 2022, entitled “CanExport Community Investments Contribution Agreement”:

THAT the Mayor and Corporate Officer be authorized to sign the Contribution Agreement with Global Affairs Canada for the Community Investments Sub-Program;

AND THAT staff be requested to report back to Council on project implementation and outcomes at the conclusion of the Contribution Agreement.

**END OF CONSENT AGENDA**

**PUBLIC HEARING – 115 East Keith Road – 6:00 pm**

“Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8877” (Victoria Park (Denna Homes) GP Ltd. / Integra Architecture Inc., 115 East Keith Road, CD-741) and “Housing Agreement Bylaw, 2022, No. 8923” (Victoria Park (Denna Homes) GP Ltd. / Integra Architecture Inc., 115 East Keith Road, CD-741, Rental Housing Commitments) would rezone the subject property from an Apartment Residential (RH-1) Zone to a Comprehensive Development 741 (CD-741) Zone, to allow for the development of a 6-storey residential rental apartment building with 74 units (including 8 mid-market units), 2 underground parking levels, 100 sq.m. of indoor amenity space and a rooftop amenity space.

*Bylaw Nos. 8877 and 8923 to be considered under Items 4 and 5.*

**AGENDA**

- Staff presentation
- Applicant presentation
- Representations from the public
- Questions of Council
- Motion to conclude the Public Hearing

**BYLAWS – THIRD READING**

4. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8877” (Victoria Park (Denna Homes) GP Ltd. / Integra Architecture Inc., 115 East Keith Road, CD-741)

**RECOMMENDATION:**

THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8877” (Victoria Park (Denna Homes) GP Ltd. / Integra Architecture Inc., 115 East Keith Road, CD-741) be given third reading.

5. “Housing Agreement Bylaw, 2022, No. 8923” (Victoria Park (Denna Homes) GP Ltd. / Integra Architecture Inc., 115 East Keith Road, CD-741, Rental Housing Commitments)

**RECOMMENDATION:**

THAT “Housing Agreement Bylaw, 2022, No. 8923” (Victoria Park (Denna Homes) GP Ltd. / Integra Architecture Inc., 115 East Keith Road, CD-741, Rental Housing Commitments) be given third reading.

**REPORTS**

6. 2022 Round One Community Grant Recommendations  
 – File: 05-1850-20-0005/2022

Report: Chair, Social Planning Advisory Committee, and Manager, Long Range and Community Planning, May 4, 2022

**RECOMMENDATION:**

PURSUANT to the report of the Chair, Social Planning Advisory Committee, and the Manager, Long Range and Community Planning, dated May 4, 2022, entitled “2022 Round One Community Grant Recommendations”:

THAT grants be allocated to the following organizations from the 2022 Community Grants budget:

<b>ORGANIZATION</b>	<b>RECOMMENDED FUNDING</b>
Athletics for Kids Financial Assistance (B.C.) Society (Program – Youth Sports Granting)	\$3,000
Avalon Recovery Society (Operating)	\$7,000
Avalon Recovery Society (Program – Operating Hours Expansion)	\$3,000
Backpack Buddies (Operating)	\$3,000
Backpack Buddies (Program – Backpack Buddies)	\$3,000
Big Brothers of Greater Vancouver (Program – Community Mentoring)	\$2,600
Big Sisters of BC Lower Mainland (Program – North Shore Mentoring)	\$2,600
Canadian Mental Health Assn. – North and West Vancouver Branch (Operating)	\$5,000
Canadian Mental Health Assn. – North and West Vancouver Branch (Program – Circle of Care Housing)	\$5,000
Crisis Intervention & Suicide Prevention Centre of BC (Operating)	\$1,000
Crisis Intervention & Suicide Prevention Centre of BC (Program – Peer Helper Training & Monitoring)	\$1,000
Highlands United Church (Program – Shelter to Home)	\$3,000

*Continued...*

**REPORTS – Continued**

6. 2022 Round One Community Grant Recommendations  
 – File: 05-1850-20-0005/2022 – Continued

Hollyburn Family Services Society (Operating)	\$2,000
Hollyburn Family Services Society (Program – Aboriginal Court Outreach Worker)	\$2,000
Hollyburn Family Services Society (Program –Indigenous Specialized Victim Support Worker in the DVU)	\$1,000
Hollyburn Family Services Society (Program – Seniors at Housing Risk)	\$1,000
Hollyburn Family Services Society (Program – Supporting Seniors to Remain Housed)	\$1,000
Immigrant Link Centre Society (Program – From Pollution to Solution)	\$5,500
Lionsview Seniors’ Planning Society (Operating)	\$2,700
Lionsview Seniors’ Planning Society (Program – North Vancouver Seniors Action Table)	\$350
Lionsview Seniors’ Planning Society (Program - Services to Seniors Coalition/Planning Table)	\$450
Living Systems: Family Systems Counselling, Education, Training & Research Society (Program – Parent and Marriage Counselling)	\$1,500
Lookout Housing and Health Society (Operating)	\$4,000
Lumara Grief and Bereavement Care Society (formerly Camp Kerry Society) (Program – Bereavement Workshops & Retreats)	\$650
Lumara Grief and Bereavement Care Society (formerly Camp Kerry Society) (Program – Family Grief Support)	\$650
North Shore ConneXions Society (Program – Education and Community Awareness)	\$1,000
North Shore ConneXions Society (Program – Friendship Circles)	\$1,500
North Shore Disability Resource Centre (Program – Information and Advocacy)	\$2,500
North Shore Disability Resource Centre (Program – Mobile Multi-Sensory Room)	\$300
North Shore Disability Resource Centre (Program – Summer Bursary Program 2022)	\$2,000

*Continued...*

**REPORTS – Continued**

6. 2022 Round One Community Grant Recommendations  
 – File: 05-1850-20-0005/2022 – Continued

North Shore Keep Well Society (Operating)	\$1,500
North Shore Multicultural Society (dba as Impact North Shore) (Operating)	\$4,000
North Shore Multicultural Society (dba as Impact North Shore) (Program – Anti-Racism Programming)	\$1,000
North Shore Multicultural Society (dba as Impact North Shore) (Program – Community Bridging)	\$2,000
North Shore Safety Council (Operating)	\$500
North Shore Safety Council (Program – Be Bright, Be Seen)	\$750
North Shore Stroke Recovery Centre (Operating)	\$5,000
North Shore Stroke Recovery Centre (Program – Family Caregiver)	\$1,000
North Shore Stroke Recovery Centre (Program – Speech Language Pathology Program)	\$2,500
North Shore Table Tennis Club Society (Program – Happy Hands Table Tennis)	\$750
North Shore Table Tennis Club Society (Program - Seniors' Therapeutic Body and Mind Table Tennis)	\$750
North Shore Table Tennis Club Society (Program - Youth Leadership Table Tennis Program)	\$750
North Shore Women's Centre (Program – North Shore Coordinating Committee to End Violence Against Women in Relationships)	\$3,000
North Shore Women's Centre (Program – Separation Support Group)	\$1,000
Pacific Post Partum Support Society (Operating)	\$1,300
Pacific Post Partum Support Society (Program - Postpartum Depression/Anxiety Support Group)	\$1,500
Parkgate Community Services (Program – Youth Outreach)	\$2,500
Pathways Serious Mental Illness Society (Program - Family-to-Family Education)	\$1,500
Quest Outreach Society (Program – Food Recovery and Redistribution Program)	\$3,000

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**REPORTS – Continued**

6. 2022 Round One Community Grant Recommendations  
 – File: 05-1850-20-0005/2022 – Continued

Sharing Abundance Association (Program – Sharing Abundance Community and Senior Meal Programs)	\$4,000
Special Olympics British Columbia Society – North Shore (Operating)	\$2,000
Special Olympics British Columbia Society – North Shore (Program – SOBC – North Shore Sports Programs)	\$2,000
Spinal Cord Injury BC (Program – Peer Support Program)	\$1,500
St. Andrews United Church (Program – St. Andrews Community Meal Program)	\$2,500
St. John the Evangelist Anglican Church (Program – Queen Mary Family Learning Program)	\$5,000
Vancouver Adaptive Snow Sports (Operating)	\$1,500
Vancouver Adaptive Snow Sports (Program – Adaptive Learn to Ski)	\$1,500
Volunteer Cancer Drivers Society (Operating)	\$1,500
WAVAW Rape Crisis Centre (Operating)	\$3,000
<b>TOTAL RECOMMENDED FUNDING</b>	<b>\$128,100</b>
<b>Total Recommended Operating Funding*</b>	<b>\$45,000</b>
<b>Total Recommended Program Funding</b>	<b>\$83,100</b>

\*All organizations recommended to receive operating funding are highlighted in grey

AND THAT the following organizations be notified that their application for a 2022 Community Grant will not be funded:

Athletics for Kids Financial Assistance (B.C.) Society (Operating)
Avalon Recovery Society (Program – Peer Support)
Avalon Recovery Society (Program – Professional Development)
BC Pets & Friends (Operating)
Better Environmentally Sound Transportation (BEST) (Program – Walk30 North Vancouver)
Big Brothers of Greater Vancouver (Operating)
(The) Cinderella Project Society (Program – Cinderella Project Boutique Day)
Dundarave Festival of Lights Society (Operating)
Ecowaves Community Volunteer Club (Operating)
Lionsview Seniors' Planning Society (Program - North Shore News Column: Older and Wiser Column)

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**REPORTS – Continued**

6. 2022 Round One Community Grant Recommendations  
– File: 05-1850-20-0005/2022 – Continued

North Shore Division of Family Practice (Program – North Shore Post COVID-19 Recovery Clinic)
North Shore Lifeboat Society (Operating)
North Shore Polish Association Belweder (Operating)
North Shore Table Tennis Club Society (Program – Women & Girls Table Tennis Program)
Upper Lonsdale Preschool (Program – Education and Play Centre)
Upper Lonsdale Preschool (Program – Library and Literacy)
Upper Lonsdale Preschool (Program – Music Program)

7. Temporary Loan Authorization Bylaw, 2022, No. 8904 – File: 05-1760-01-0001/2022

Report: Chief Financial Officer, May 4, 2022

**RECOMMENDATION:**

PURSUANT to the report of the Chief Financial Officer, dated May 4, 2022, entitled “Temporary Loan Authorization Bylaw, 2022, No. 8904”:

THAT “Temporary Loan Authorization Bylaw, 2022, No. 8904” be considered.

*Item 8 refers.*

**BYLAW – FIRST, SECOND AND THIRD READINGS**

8. “Temporary Loan Authorization Bylaw, 2022, No. 8904”

**RECOMMENDATION:**

THAT “Temporary Loan Authorization Bylaw, 2022, No. 8904” be given first, second and third readings.

## **REPORTS**

9. Harmonization of City Guidelines for Tree Protection – File: 11-5280-20-0009/1

Report: Planning Assistant, May 4, 2022

### **RECOMMENDATION:**

PURSUANT to the report of the Planning Assistant, dated May 4, 2022, entitled “Harmonization of City Guidelines for Tree Protection”:

THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2022, No. 8928” (Update to Development Permit Guidelines to harmonize language with “Tree Bylaw, 2022, No. 8888”) be considered and no Public Hearing be held, in accordance with the *Local Government Act*;

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

AND THAT the updated language be adopted for the Sustainable Development Guidelines for Rezoning and Development Permit Applications.

10. Rezoning Application: 407 West 16<sup>th</sup> Street (Bill Curtis / Kuntjoro Architect Inc.) – File: 08-3400-20-0044/1

Report: Planner 1, May 4, 2022

### **RECOMMENDATION:**

PURSUANT to the report of the Planner 1, dated May 4, 2022, entitled “Rezoning Application: 407 West 16<sup>th</sup> Street (Bill Curtis / Kuntjoro Architect Inc.)”:

THAT the application submitted by Bill Curtis / Kuntjoro Architect Inc., to rezone the property located at 407 West 16<sup>th</sup> Street from a One-Unit Residential 1 (RS-1) Zone to a Comprehensive Development (CD-754) Zone, be considered and no Public Hearing be held, in accordance with the *Local Government Act*;

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

THAT the community benefits outlined in the report be secured at the applicant’s expense and to the satisfaction of staff;

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

**REPORTS – Continued**

11. Development Variance Permit Application for 231 East 15<sup>th</sup> Street and Zoning Text Amendment for 319-333 East 14<sup>th</sup> Street, 318-332 East 13<sup>th</sup> Street, 313 East 14<sup>th</sup> Street, 1304-1324 St. Andrews Avenue (Vancouver Coastal Health / PCL Constructors Westcoast Inc.) – File: 08-3400-20-0061/1

Report: Development Planner, May 4, 2022

**RECOMMENDATION:**

PURSUANT to the report of the Development Planner, dated May 4, 2022, entitled “Development Variance Permit Application for 231 East 15<sup>th</sup> Street and Zoning Text Amendment for 319-333 East 14<sup>th</sup> Street, 318-332 East 13<sup>th</sup> Street, 313 East 14<sup>th</sup> Street, 1304-1324 St. Andrews Avenue (Vancouver Coastal Health / PCL Constructors Westcoast Inc.)”:

THAT Development Variance Permit No. PLN2021-00016 be considered for issuance under Section 498 of the *Local Government Act* and no Public Meeting be held;

THAT the application submitted by Vancouver Coastal Health / PCL Constructors Westcoast Inc., to rezone the properties located at 319-333 East 14<sup>th</sup> Street, 318-332 East 13<sup>th</sup> Street, 313 East 14<sup>th</sup> Street, and 1304-1324 St. Andrews Avenue, by amending Comprehensive Development 551 (CD-551) Zone, be considered and no Public Hearing be held, in accordance with the *Local Government Act*;

THAT the Mayor and Corporate Officer be authorized to execute the relevant covenants for off-site parking, secure bicycle parking and short-term bicycle parking for the property located at 231 East 15<sup>th</sup> Street at the applicant's expense;

THAT the Mayor and Corporate Officer be authorized to sign any other necessary documentation to give effect to this motion;

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

12. Mobile Food Services – File: 15-8100-20-0001/2022

Report: Manager, Economic Development, May 4, 2022

**RECOMMENDATION:**

PURSUANT to the report of the Manager, Economic Development, dated May 4, 2022, entitled “Mobile Food Services”:

THAT the Mobile Food Services Policy: Pilot Program be adopted to allow for the implementation of a Pilot Program to expand mobile food service opportunities in the City for 2022;

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**REPORTS – Continued**

12. Mobile Food Services – File: 15-8100-20-0001/2022 – Continued

THAT the enforcement of provisions in the City’s “Zoning Bylaw, 1995, No. 6700”, “Street and Traffic Bylaw, 1991, No. 6234”, “Real Property Regulation Bylaw, 2006, No. 7831” and “Parks Regulation Bylaw, 1996, No. 6611”, which would prohibit mobile food services on City property, City street or private property be temporarily suspended to the extent necessary to permit a temporary Pilot Program to expand mobile food services until October 30, 2022 or until Council adopts a resolution to cancel such suspension of enforcement;

THAT staff be directed to develop and implement an application and permitting process for the Pilot Program that ensures the protection and appropriate use of public lands, including plazas, streets and parks;

AND THAT staff be directed to report back to Council at the end of the Pilot Program with proposed amendments to relevant bylaws and policies to establish a permanent policy framework for mobile food services in the City, following a more formal review of the commercial and community impacts including public and business input.

13. Mahon Park Childcare and Washrooms – Change Room Addition  
– File: 02-0800-30-0027/1

Report: Deputy Director, Engineering, Parks and Environment, and Senior Project Manager, Strategic Initiatives, May 4, 2022

**RECOMMENDATION:**

PURSUANT to the report of the Deputy Director, Engineering, Parks and Environment, and the Senior Project Manager, Strategic Initiatives, dated May 4, 2022, entitled “Mahon Park Childcare and Washrooms – Change Room Addition”:

THAT the project scope be increased to include the provision of team change rooms with showers for community use;

THAT the transfer of \$95,000 from Project 50177 – Lower Lonsdale Off-Leash Areas, \$75,000 from Project 50169 – Grass Sports Field Renovations, \$57,920 from Project 50138 – Chafer Beetle Restoration, \$100,000 from Project 50199 – Waterfront Park Master Plan, and \$134,400 from Project 47180 – Parks Litter, be approved;

THAT should any of the amounts remain unexpended as at December 31, 2024, the unexpended balances shall be returned to the credit of the respective fund;

AND THAT the offer from the community sports groups to contribute \$125,000 to the project be accepted with thanks.

**PUBLIC CLARIFICATION PERIOD**

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

**COUNCIL INQUIRIES / REPORTS**

**NEW ITEMS OF BUSINESS**

**NOTICES OF MOTION**

**RECESS TO CLOSED SESSION**

THAT Council recess to the Committee of the Whole, Closed Session, pursuant to the *Community Charter*, Sections 90(1)(c) [labour relations], 90(1)(e) [land matter] and 90(1)(k) [proposed service].

**REPORT OF THE COMMITTEE OF THE WHOLE (CLOSED SESSION)**

**ADJOURN**



## THE CORPORATION OF THE CITY OF NORTH VANCOUVER

### PUBLIC HEARING / PUBLIC MEETING GUIDELINES

The purpose of **Public Hearings** is to provide members of the public an opportunity to make representations to Council regarding proposed changes to zoning bylaws, heritage designations or the Official Community Plan. Public Hearings are included as part of a Regular Council agenda and governed by the provisions of the *Local Government Act*.

The purpose of **Public Meetings** is to provide members of the public an opportunity to make representations to Council regarding various issues and/or proposed changes that do not require a Public Hearing, such as a Development Variance Permit or Temporary Use Permit. North Vancouver residents can participate in the civic process of a Public Meeting that may affect their community, property and interests.

All persons who believe their interest in property is affected by a proposed bylaw or permit are afforded a reasonable opportunity to be heard, voice concerns or present written submissions regarding matters contained within the bylaw/permit.

All written submissions and representations made at a Public Hearing or Public Meeting will form part of the official public record. Minutes of the Public Hearing/Public Meeting and a video recording of the proceedings will be posted on the City's website at [cnv.org](http://cnv.org).

To provide written input: All written submissions must include your name and address. If this information is not provided, it cannot be included as part of the public record. Email submissions sent to the Corporate Officer at [input@cnv.org](mailto:input@cnv.org) are preferred, and hand-delivered or mailed submissions will also be accepted. **The deadline to submit written submissions is 12:00 noon on the day of the Public Hearing/Public Meeting.**

To speak at a Public Hearing or Public Meeting:

Via Webex/phone: Pre-register by completing the online form at [cnv.org/PublicHearings](http://cnv.org/PublicHearings), or by phoning 604-990-4230 to provide contact details, so call-in instructions can be forwarded to you. **All Webex/phone pre-registration must be submitted no later than 12:00 noon on the day of the Public Hearing/Public Meeting.**

In person at City Hall: On the day of the meeting, a sign-up sheet will be available at City Hall reception (14<sup>th</sup> Street entrance) between 9:00am and 4:00pm, and then outside the Council Chamber from 5:30pm. Enter City Hall through the doors at the southwest corner of the building (i.e. staff entrance off 13<sup>th</sup> Street) after 5:30pm.

Non-registered speakers: Speakers who have not pre-registered will also have an opportunity to provide input. Once all registered speakers have spoken, the Mayor will call for a recess to allow time for additional speakers to phone in or speak in person. Call-in details will be displayed on-screen during the livestream at [cnv.org/LiveStreaming](http://cnv.org/LiveStreaming).

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## THE CORPORATION OF THE CITY OF NORTH VANCOUVER

### **PUBLIC HEARING / PUBLIC MEETING GUIDELINES – Continued**

Comments from the public must specifically relate to the proposed bylaw/permit or subject of the Public Hearing/Public Meeting. Speakers are asked to avoid repetitive comments and not to divert to other matters.

Speakers will be asked to confirm their name and address for the record and will be provided one 5-minute opportunity to present their comments. Everyone will be given a reasonable opportunity to be heard and no one should feel discouraged or prevented from making their views known.

Procedural rules for the conduct of a Public Hearing/Public Meeting are set at the call of the Chair. Council's main function is to listen to the views of the public regarding the change of land use in the proposed bylaw/permit. It is not the function of Council to debate the merits of an application with speakers. Questions from members of the public and Council must be addressed through the Chair.

Once the Public Hearing/Public Meeting concludes, no further information or submissions can be considered by Council.

Following adjournment of the Public Hearing/Public Meeting, the Regular meeting reconvenes and the bylaw/permit is discussed and debated by members of Council, followed by consideration of third reading of the bylaw or approval of the permit.