



**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, DECEMBER 12, 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, December 12, 2022

**ADOPTION OF MINUTES**

2. Regular Council Meeting Minutes, December 5, 2022

**PUBLIC INPUT PERIOD**

**CONSENT AGENDA**

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

**REPORTS**

- \*3. Multicultural Community Festival Task Force Membership
4. Temporary Use Permit – 1311 Lonsdale Avenue – Temporary Sales Office

**PRESENTATION**

2023 Utility Budgets, Rates and Bylaw Updates – Chief Financial Officer, and Director, Engineering, Parks and Environment

*Item 5 refers.*

*Information Report, November 23, 2022 – “Asset Management Update – Utilities”*

**REPORT**

5. 2023 Utility Rates

*Items 6, 7 and 8 refer.*

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

6. “Water Utility Bylaw, 1994, No. 6417, Amendment Bylaw, 2022, No. 8953”
7. “Sewerage and Drainage Utility Bylaw, 1995, No. 6746, Amendment Bylaw, 2022, No. 8954”
8. “Solid Waste Management Service Bylaw, 1997, No. 6920, Amendment Bylaw, 2022, No. 8955”

**REPORT**

9. 2022 Extension of Funding Requests

**PUBLIC CLARIFICATION PERIOD**

**COUNCIL INQUIRIES / REPORTS**

**NEW ITEMS OF BUSINESS**

**NOTICES OF MOTION**

**ADJOURN**

## **CALL TO ORDER**

## **APPROVAL OF AGENDA**

1. Regular Council Meeting Agenda, December 12, 2022

## **ADOPTION OF MINUTES**

2. Regular Council Meeting Minutes, December 5, 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 participating 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 participating 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. No late speakers will be added to the list.

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 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 from a concluded Public Hearing or Public Meeting. When a Public Hearing / Meeting is scheduled on the same evening’s agenda, speakers are asked to only provide input when that item comes forward for discussion on the agenda in order for the comments to be considered and 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. Multicultural Community Festival Task Force Membership  
– File: 10-4870-01-0001/2022

Report: Acting Director, Community and Partner Engagement,  
December 6, 2022

### **RECOMMENDATION:**

PURSUANT to the report of the Acting Director, Community and Partner Engagement, dated December 6, 2022, entitled “Multicultural Community Festival Task Force Membership”:

THAT the Terms of Reference for the Multicultural Community Festival Task Force be amended to include a representative appointed by both the Squamish Nation and Tsleil-Waututh Nation;

AND THAT the Mayor, on behalf of Council, write to the Squamish Nation and Tsleil-Waututh Nation, inviting them to appoint a representative to sit on the Multicultural Community Festival Task Force.

## **END OF CONSENT AGENDA**

### **REPORT**

4. Temporary Use Permit – 1311 Lonsdale Avenue – Temporary Sales Office  
– File: 08-3400-20-0103/1

Report: Planner 1, November 30, 2022

### **RECOMMENDATION:**

PURSUANT to the report of the Planner 1, dated November 30, 2022, entitled “Temporary Use Permit – 1311 Lonsdale Avenue – Temporary Sales Office”:

THAT Temporary Use Permit No. PLN2022-00031 (Three Shores), to permit a sales office at 1311 Lonsdale Avenue for a 3-year term, be considered and referred to a Public Meeting;

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



## **PRESENTATION**

2023 Utility Budgets, Rates and Bylaw Updates – Chief Financial Officer and Director, Engineering, Parks and Environment

*Item 5 refers.*

*Information Report, November 23, 2022 – “Asset Management Update – Utilities”*

## **REPORT**

5. 2023 Utility Rates – File: 05-1820-04-0001/2023

Report: Chief Financial Officer and Director, Engineering, Parks and Environment, November 23, 2022

### **RECOMMENDATION:**

PURSUANT to the report of the Chief Financial Officer and Director, Engineering, Parks and Environment, dated November 23, 2022, entitled “2023 Utility Rates”:

THAT the 2023 Utilities Budgets and the 2023-2027 Utilities Capital Plan, dated November 23, 2022, be endorsed;

AND THAT the following bylaws be considered:

- “Water Utility Bylaw, 1994, No. 6417, Amendment Bylaw, 2022, No. 8953”;
- “Sewerage and Drainage Utility Bylaw, 1995, No. 6746, Amendment Bylaw, 2022, No. 8954”; and
- “Solid Waste Management Service Bylaw, 1997, No. 6920, Amendment Bylaw, 2022, No. 8955”.

*Items 6, 7 and 8 refer.*

## **BYLAWS – FIRST, SECOND AND THIRD READINGS**

6. “Water Utility Bylaw, 1994, No. 6417, Amendment Bylaw, 2022, No. 8953”

### **RECOMMENDATION:**

THAT “Water Utility Bylaw, 1994, No. 6417, Amendment Bylaw, 2022, No. 8953” be given first, second and third readings.

7. “Sewerage and Drainage Utility Bylaw, 1995, No. 6746, Amendment Bylaw, 2022, No. 8954”

### **RECOMMENDATION:**

THAT “Sewerage and Drainage Utility Bylaw, 1995, No. 6746, Amendment Bylaw, 2022, No. 8954” be given first, second and third readings.

**BYLAWS – FIRST, SECOND AND THIRD READINGS – Continued**

8. “Solid Waste Management Service Bylaw, 1997, No. 6920, Amendment Bylaw, 2022, No. 8955”

**RECOMMENDATION:**

THAT “Solid Waste Management Service Bylaw, 1997, No. 6920, Amendment Bylaw, 2022, No. 8955” be given first, second and third readings.

**REPORT**

9. 2022 Extension of Funding Requests – File: 05-1705-30-0019/2022

Report: Chief Financial Officer, November 30, 2022

**RECOMMENDATION:**

PURSUANT to the report of the Chief Financial Officer, dated November 30, 2022, entitled “2022 Extension of Funding Requests”:

THAT Funding Appropriation Nos. 1904 and 2052 for \$46,347.62 – Electric Vehicle Strategy Implementation, be extended until December 31, 2024;

THAT Funding Appropriation No. 1925 for \$55,957.00 – NS Balanced Housing Innovation Lab, be extended until December 31, 2024;

THAT Funding Appropriation No. 1901 for \$83,746.34 – PeopleSoft HCM Reporting, be extended until December 31, 2023;

THAT Funding Appropriation Nos. 1931 and 8742 for \$1,090,137.39 – Casano Loutet Overpass, be extended until December 31, 2024;

THAT Funding Appropriation No. 1925 for \$31,349.05 – Affordable Housing Initiatives, be extended until December 31, 2023;

THAT Funding Appropriation No. 1901 for \$15,000 – 2019 Fire Hall Maintenance and Repair, be extended until December 31, 2023 and reallocated into project Data and Analytics Platform;

THAT Funding Appropriation No. 1901 for \$15,000 – 2019 Operation Centre Maintenance and Repair, be extended until December 31, 2023 and reallocated into project Data and Analytics Platform;

AND THAT should any of the extended amounts remain unexpended as at their new expiry date, the unexpended balances shall be returned to the credit of the respective fund.

**PUBLIC CLARIFICATION PERIOD**

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

**COUNCIL INQUIRIES / REPORTS**

**NEW ITEMS OF BUSINESS**

**NOTICES OF MOTION**

**ADJOURN**

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**MINUTES OF 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, DECEMBER 5, 2022**

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**PRESENT**

**COUNCIL MEMBERS**

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

**STAFF MEMBERS**

L. McCarthy, CAO  
K. Graham, Corporate Officer  
J. Peters, Assistant City Clerk  
B. Pearce, Deputy CAO / Director, Strategic and  
Corporate Services  
R. Skene, Deputy Director, Strategic and Corporate  
Services  
B. Lightfoot, Manager, Real Estate  
M. Lanigan, Project Manager, Strategic Initiatives  
H. Granger, City Solicitor  
L. Sawrenko, Chief Financial Officer  
J. Draper, Acting Director, Planning and Development  
M. Rommel, Planner  
K. Magnusson, Director, Engineering, Parks and  
Environment  
J. Hall, Manager, Public Realm Infrastructure  
L. Orr, Acting Director, Community and Partner  
Engagement  
C. Husk, Film and Community Events Coordinator  
G. Schalk, Public Safety Director and Fire Chief  
T. Huckell, Committee Clerk

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, December 5, 2022

**CARRIED UNANIMOUSLY**

**ADOPTION OF MINUTES**

Moved by Councillor Shahriari, seconded by Councillor Valente

2. Regular Council Meeting Minutes, November 21, 2022

**CARRIED UNANIMOUSLY**

**PROCLAMATION**

Mayor Buchanan declared the following proclamation:

National Day of Remembrance and Action on Violence Against Women  
– December 6, 2022

## **PUBLIC INPUT PERIOD**

- Don Piercy, 33 Chesterfield Place, North Vancouver, spoke regarding St. Andrews Safety Improvement Project.
- Fiona Walsh, 453 East 13<sup>th</sup> Street, North Vancouver, spoke regarding St. Andrews Safety Improvement Project.
- Ann McAlister, 955 St. Andrews Avenue, North Vancouver, spoke regarding St. Andrews Safety Improvement Project.
- Kala Solway, 322 East 12<sup>th</sup> Street, North Vancouver, spoke regarding St. Andrews Safety Improvement Project.
- Heather Drugge, 354 East 22<sup>nd</sup> Street, North Vancouver, spoke regarding St. Andrews Safety Improvement Project.

## **CONSENT AGENDA**

Moved by Councillor Back, seconded by Councillor Valente

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

**CARRIED UNANIMOUSLY**

## **START OF CONSENT AGENDA**

### **REPORT**

\*3. 2023 Council Committees and Appointments – File: 01-0530-01-0001/2022

Report: Corporate Officer, November 21, 2022

Moved by Councillor Back, seconded by Councillor Valente

PURSUANT to the report of the Corporate Officer, dated November 21, 2022, entitled “2023 Council Committees and Appointments”:

THAT the 2023 Council Committees and Appointments be endorsed, as presented;

AND THAT Councillor Shahriari be appointed as Co-Chair of the Multicultural Community Festival Task Force, in place of former Councillor Hu.

**(CARRIED UNANIMOUSLY)**

## **END OF CONSENT AGENDA**

### **PRESENTATION**

St. Andrews Safety Improvement Project Implementation Update – Manager, Public Realm Infrastructure

The Manager, Public Realm Infrastructure, provided a PowerPoint presentation regarding the “St. Andrews Safety Improvement Project Implementation Update” and he and the Director, Engineering, Parks and Environment, responded to questions of Council.

## **REPORTS**

### 4. Youth in Film Program – File: 15-8110-01-0001/2022

Report: Film and Community Events Coordinator, November 23, 2022

Moved by Councillor Bell, seconded by Councillor Girard

PURSUANT to the report of the Film and Community Events Coordinator, dated November 23, 2022, entitled “Youth in Film Program”:

THAT staff be directed to expand the scope for the use of funds collected under the Youth in Film program;

THAT the program scope be increased to include the provision of filmmaking programs for teens in collaboration with the City Library, as well as other similar programs aimed at teens and youth;

THAT no more than 18% of the fund (including reserves) be used in any one calendar year;

AND THAT staff be directed to report back on the outcome of the program funds on an annual basis.

**CARRIED UNANIMOUSLY**

### 5. Authorization for Staff to Negotiate Statutory Rights of Way for City Benefit and Public Utilities for the New Harry Jerome Community Recreation Centre and Harry Jerome Neighbourhood Lands – Phase 1 Developments – File: 02-0800-30-0028/1

Report: Manager, Real Estate, November 23, 2022

Moved by Councillor Valente, seconded by Councillor McIlroy

PURSUANT to the report of the Manager, Real Estate, dated November 23, 2022, entitled “Authorization for Staff to Negotiate Statutory Rights of Way for City Benefit and Public Utilities for the New Harry Jerome Community Recreation Centre and Harry Jerome Neighbourhood Lands – Phase 1 Developments”:

THAT staff be directed to negotiate any required legal agreements to permit registered statutory rights of way over City-owned land for the delivery and provision of services from various public utilities to service the new Harry Jerome Community Recreation Centre site, which includes 130 East 23<sup>rd</sup> Street, 2300 Lonsdale Avenue and 2325 St. Georges Avenue (PID: 031-574-335), and Phase 1 of the Harry Jerome Neighbourhood Lands, which includes 2141 Eastern Avenue and 126 East 21<sup>st</sup> Street;

*Continued...*

## **REPORTS – Continued**

5. Authorization for Staff to Negotiate Statutory Rights of Way for City Benefit and Public Utilities for the New Harry Jerome Community Recreation Centre and Harry Jerome Neighbourhood Lands – Phase 1 Developments  
– File: 02-0800-30-0028/1 – Continued

THAT staff be directed to register blanket statutory rights of way for the benefit of the City to secure a portion of the Green Necklace trail, City utilities and roadway for the development at 130 East 23<sup>rd</sup> Street, 2300 Lonsdale Avenue and 2325 St. Georges Avenue;

THAT any required notices be published in accordance with Sections 26, 40 and 94 of the *Community Charter*;

AND THAT the Mayor and Corporate Officer be authorized to execute any documents to provide registered statutory rights of way over the Harry Jerome Community Recreation Centre and Harry Jerome Neighbourhood Lands – Phase 1, as described in the report.

**CARRIED UNANIMOUSLY**

## **PUBLIC CLARIFICATION PERIOD**

Nil.

## **COUNCIL INQUIRIES / REPORTS**

Nil.

## **NEW ITEMS OF BUSINESS**

Nil.

## **NOTICES OF MOTION**

Nil.

## **RECESS TO CLOSED SESSION**

Moved by Councillor McIlroy, seconded by Councillor Girard

THAT Council recess to the Committee of the Whole, Closed Session, pursuant to the *Community Charter*, Sections 90(1)(a) [personal information], 90(1)(e) [land matter], 90(1)(i) [legal advice], 90(1)(j) [information privacy], 90(1)(k) [proposed service] and 90(2)(b) [negotiations].

**CARRIED UNANIMOUSLY**

The meeting recessed to the Committee of the Whole, Closed Session, at 7:55 pm and reconvened at 8:51 pm.



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

6. Land Matter – File: 02-0800-30-0028/4

Report: Project Manager, Strategic Initiatives, November 23, 2022

Moved by Councillor McIlroy, seconded by Councillor Bell

PURSUANT to the report of the Project Manager, Strategic Initiatives, dated November 23, 2022, 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 Project Manager, Strategic Initiatives, dated November 23, 2022, remain in the Closed session.

**CARRIED UNANIMOUSLY**

7. Legal Advice – File: 09-4020-01-0001/2022

Report: City Solicitor, November 22, 2022

Moved by Councillor McIlroy, seconded by Councillor Bell

PURSUANT to the report of the City Solicitor, dated November 22, 2022, regarding a legal 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 City Solicitor, dated November 22, 2022, remain in the Closed session.

**CARRIED UNANIMOUSLY**

8. Appointments to the North Vancouver City Library Board  
– File: 01-0360-20-0070/2022

Report: Corporate Officer, November 22, 2022

Moved by Councillor McIlroy, seconded by Councillor Bell

PURSUANT to the report of the Corporate Officer, dated November 22, 2022, entitled “Appointments to the North Vancouver City Library Board”:

THAT Brendan Harvey and Rubina Jamal be re-appointed to the North Vancouver City Library Board for a 2-year term concluding December 31, 2024;

AND THAT the report of the Corporate Officer, dated November 22, 2022, entitled “Appointments to the North Vancouver City Library Board”, remain in the Closed session.

**CARRIED UNANIMOUSLY**

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

9. Information Privacy and Negotiations – File: 01-0110-01-0001/2022

Report: Chief Administrative Officer, November 23, 2022

Moved by Councillor McIlroy, seconded by Councillor Bell

PURSUANT to the report of the Chief Administrative Officer (CAO), dated November 23, 2022, regarding information privacy and negotiations:

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

AND THAT the report of the CAO, dated November 23, 2022, remain in the Closed session.

**CARRIED UNANIMOUSLY**

## **ADJOURN**

Moved by Councillor Shahriari, seconded by Councillor Back

THAT the meeting adjourn.

**CARRIED UNANIMOUSLY**



The meeting adjourned at 8:52 pm.

*“Certified Correct by the Corporate Officer”*

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CORPORATE OFFICER



 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: L. R. Orr, Acting Director, Community and Partner Engagement

Subject: MULTICULTURAL COMMUNITY FESTIVAL TASK FORCE  
MEMBERSHIP

Date: December 6, 2022 File No: 10-4870-01-0001/2022

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

**RECOMMENDATION**

PURSUANT to the report of the Acting Director, Community and Partner Engagement, dated December 6, 2022, entitled "Multicultural Community Festival Task Force Membership":

THAT the Terms of Reference for the Multicultural Community Festival Task Force be amended to include a representative appointed by both the Squamish Nation and Tsleil-Waututh Nation;

AND THAT the Mayor on behalf of Council, write to the Squamish Nation and Tsleil-Waututh Nation, inviting them to appoint a representative to sit on the Multicultural Community Festival Task Force.

**ATTACHMENTS**

1. Multicultural Community Festival Task Force Terms of Reference - proposed changes (CityDocs [#2307262](#))

**BACKGROUND**

On May 18, 2022, Council endorsed the Terms of Reference for the Multicultural Community Festival Task Force following a resolution from Council on January 24, 2022, as follows:

*WHEREAS the City of North Vancouver is made up of residents from diverse cultures, multi-ethnic backgrounds and ancestries with distinct languages and traditions that enrich the lives of all residents within the City;*

*WHEREAS the 2018-2022 Council Strategic Plan reflects that 38% of the City's population have emigrated from more than 100 countries;*

*WHEREAS the City's Cultural and Diversity Policy, adopted by Council on June 1, 1998, sets out objectives to promote and reflect a positive and proactive attitude towards community diversity among City employees and representatives, promote inclusion and welcome the participation of community members from various backgrounds in community and civic life;*

*WHEREAS multicultural events provide opportunities to: 1) promote awareness and education for residents to learn more about another culture in positive ways; 2) enhance intercultural interactions and breaking down barriers by celebrating the ethic and cultural diversity of our residents through official celebrations; and, 3) engage residents through volunteerism and participation in the delivery of such events;*

*WHEREAS other cities in Canada, which have hosted 'destination' multicultural festivals, have demonstrated there to be financial and economic spin-offs through additional tourism dollars spent at local businesses during such festivals;*

*AND WHEREAS there are numerous cultural organizations and societies, within Metro Vancouver and beyond, whose mission is to celebrate and preserve cultural traditions through the delivery of performances at such festivals;*

*THEREFORE BE IT RESOLVED THAT staff be directed to create a Task Force for the purpose of investigating a potential model for a coordinated, annual, multi-day, Multicultural Festival, for the celebration of cultural performances and presentations, offered by cultural organizations and societies, and utilizing a variety of City-wide community spaces and participation from community members;*

*AND THAT the Task Force report back to Council on a proposed model, estimated cost implications and the role for the City.*

On July 25, 2022, Council appointed 14 members to the Task Force, including 5 residents, following a call for members posted on the City website, in the North Shore News and through social media.

## **DISCUSSION**

In accordance with the Terms of Reference approved by Council, one of the City residents was "preferred to be a representative of one of the two local First Nations". Unfortunately the call for members did not result in a First Nations representative coming forward.

At the meeting of the Multicultural Community Festival Task Force on November 22, 2022, the lack of First Nations representation on the Task Force was discussed and the following motion was passed:

**“THAT the Multicultural Community Festival Task Force recommends to Council that a formal request be made for representation from the two local First Nations to sit on the Task Force.”**

Attachment #1 provides a track changes copy of the Terms of Reference.

#### **FINANCIAL IMPLICATIONS**

There are no financial implications resulting from this report.

#### **INTER-DEPARTMENTAL IMPLICATIONS**

There are no interdepartmental implications.

#### **STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS**

N/A

RESPECTFULLY SUBMITTED:



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





## TERMS OF REFERENCE

### Multicultural Community Festival Task Force

#### PURPOSE

The Multicultural Community Festival Task Force is being established at the direction of Council to establish a positive and proactive attitude towards community diversity and inclusion, promote education and awareness of cultural diversity, celebrate the ethnicities and cultures of our residents, and welcome the participation of community members from all cultural backgrounds in community and civic life.

#### MANDATE

- Investigate a potential model for a coordinated, annual, multi-day multicultural festival offered by cultural societies or organizations.
- Promote cultural awareness and education for residents to learn more about other cultures in positive ways;
- Enhance intercultural interactions and break down barriers by celebrating the ethnic and cultural diversity of our residents through official celebrations; and
- Engage residents through volunteerism and participation in the delivery of such events.

Recommendations of the Task Force are advisory in nature and are not binding on the City. Suggestions of the Task Force are to be made in the form of a recommendation and included in a staff report to Council for consideration.

The Task Force will produce a report to Council that outlines a proposed community-based model (operational and governance), cost estimates and the role of the City in a coordinated, annual, multi-day, multicultural festival, for the celebration of cultural performances and presentations, offered by cultural organizations and societies, and utilizing a variety of City-wide community spaces and participation from community members.

#### MEMBERSHIP

##### Composition

The Task Force shall be comprised of up to 164 voting members, as appointed by Council, and will include resident representation from the local community and stakeholders from local non-profit cultural organizations. Full membership complement will be comprised as follows.

- Two members of Council;
- Five (5) residents, generally representative of the cultural diversity of the City; ~~one of which is preferred to be a representative of one of the two local First Nations;~~ and
- One representative from each of the following community organizations (staff or Board member):
  - North Shore Folk Fest Society;
  - Lower Lonsdale Business Improvement Area;
  - North Vancouver Museum and Archives;
  - School District No. 44 (North Vancouver);
  - Impact North Shore;
  - North Vancouver City Library; and
  - North Van Arts.

- [One representative from each of the Squamish First Nation and the Tsleil-Waututh First Nation](#)

One of the members of Council will be appointed by the Mayor to serve as Chair.

The Deputy Director, Community and Partner Engagement will attend meetings as the staff liaison. Additional staff resources will be made available by the Community and Partner Engagement Department and the North Vancouver Recreation and Culture Commission.

### **Term of Service**

The Multicultural Community Festival Task Force will be in effect on the date of appointment(s) by Council for a period of approximately 18 months.

### **Attendance**

All voting members will maintain membership until the Task Force is dissolved. Members are expected to:

- Attend all scheduled meetings and participate fully;
- Review distributed material prior to each meeting;
- Advise the Task Force Secretary of an anticipated absence prior to a scheduled meeting, to help maintain quorum; and
- For resignation prior to the end of the term, submit a written notice of resignation to the Task Force Chair, with a copy to the Secretary.

When the Chair is absent from a meeting, the other member of Council will act as Vice Chair.

A member representative from one of the community organizations may designate an alternate to attend a meeting in their place, if required.

A resident representative is not permitted to designate an alternate to attend a meeting in their place.

Any representative member who fails to attend 3 consecutive meetings will have their membership reviewed by the City Clerk's Office.

## **MEETINGS**

### **Rules of Procedure**

Meetings shall be held in accordance with "Council Procedure Bylaw 2015, No. 8500", the *Community Charter* and Roberts Rules of Order (recent edition).

### **Schedule**

Meetings will be held on a monthly basis or as required at the call of the Chair. No meetings are expected to be held in August.

### **Resource Support**

The City will designate a Secretary to provide support for organizing meeting logistics, preparing and distributing agendas; preparing meeting minutes; and assisting with correspondence.

The Secretary will distribute meeting agendas the week prior to the meeting. Meeting minutes will be recorded, including key decisions, highlights of discussion points, and an action log.

### **Working Groups**

The Task Force is permitted to establish working groups, with a maximum of 4 members, to conduct, review and research on a specific subject and then report findings to the Task Force.

### **Quorum**

A majority of the voting members is required to be present in order to hold a meeting, and must include at least one (1) of the Council members appointed.

If quorum is not present within 15 minutes of the scheduled meeting start time, the Secretary will:

- (a) Declare the meeting cancelled due to quorum not being reached;
- (b) Record the time and names of the members present and those absent; and
- (c) Place agenda items from the cancelled meeting onto the agenda for the next scheduled meeting.

### **Decisions**

Every effort will be made to use a consensus-based decision-making model. In the event a consensus is not possible, a simple majority vote of members present will be used.

All decisions of the Task Force will be recorded in the minutes.

### **Communication**

Communication regarding meetings shall be made to the Chair.

Communication to City staff shall be made through the staff liaison.

Communication to the media, or responses to media queries, shall be made only by the Chair.

### **Remuneration**

Members are unpaid and serve on a voluntary basis. Any reasonable expense incurred by carrying out business of the Task Force may be claimed and will be reimbursed at the discretion of the Chief Financial Officer.

Note: Mileage is not deemed a reasonable expense.

### **CODE OF CONDUCT**

The City of North Vancouver expects all members to adhere to its core corporate values of behavioural excellence, service excellence, leadership, accountability, communication, value and teamwork.

All members must follow the Code of Conduct set out in "Council Procedure Bylaw 2015, No. 8500".






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Adopted on May 30, 2022  
Amended on July 25, 2022

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

**REPORT**

To: Mayor Linda Buchanan and Members of Council

From: Huy Dang, Planner 1

Subject: TEMPORARY USE PERMIT – 1311 LONSDALE AVE – TEMPORARY  
SALES OFFICE

Date: November 30, 2022 File No: 08-3400-20-0103/1

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

**RECOMMENDATION**

PURSUANT to the report of the Planner 1, dated November 30, 2022, entitled  
“Temporary Use Permit – 1311 Lonsdale Ave – Temporary Sales Office”:

THAT Temporary Use Permit No. PLN2022-00031 (Three Shores) to permit a  
sales office at 1311 Lonsdale Avenue for a three-year term, be considered;

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

AND THAT a Public Meeting be held.

**ATTACHMENTS**

1. Context Map (CityDocs [2296007](#))
2. Applicant's Proposal Letter (CityDocs [2296938](#))
3. Architectural Plans, dated October 2022 (CityDocs [2240643](#))
4. Temporary Use Permit No. PLN2022-00031 (CityDocs [2296177](#))

**SUMMARY**

This application from Three Shores, proposes the temporary use of a sales office within one of the building's ground level commercial-retail units at 1311 Lonsdale Avenue, which fronts onto the street. The proposed sales office is intended for the sale and marketing of residential units operated by Three Shores throughout the City. The mixed-use building has two storeys of existing and operating commercial and office units

starting at the ground level, with the remaining storeys above dedicated to rental residential use.

**Table 1. Request for 1311 Lonsdale Ave**

	Current Designation/Regulation	Proposed Designation/Regulation
Zone	CD-677	CD-677/TUP

## **POLICY FRAMEWORK**

The subject site has a land use designation in the Official Community Plan (OCP) of Mixed Use Level 4B (MU4B), which allows for a mix of higher density residential and commercial uses, including retail and office uses.

The Temporary Use Permit (TUP) is required as the use of a general sales office is not permitted within the Retail Service Group 1A provision for ground level units, as per the property's Comprehensive Development 677 (CD-677) Zone. The OCP allows for a TUP to be issued in accordance with the policy below:

**Table 2. Temporary Use Permits**

Official Community Plan	
Policy 2.7 Temporary Use Permits	The OCP grants the ability for Temporary Use Permits (TUP) to be issued for short-term uses to site-specific locations that are otherwise not permitted under current zoning.
	The OCP designates all areas of the City to be a TUP area where TUP's can be granted, should the temporary use be in the interest of the public in general and the public has been advised of, and allowed to comment on, through a public meeting.
	Temporary Use Permits are valid for three years when approved by Council and can only be renewed by Council once for another three year term. The permit can not exceed the combined six year term.

## **PLANNING ANALYSIS**

The proposed sales office would occupy the vacant 167.4 square metre (1801.7 square feet) commercial ground level unit at 1311 Lonsdale Avenue, otherwise identified as "CRU #2" as outlined within the Architectural Plans (Attachment 3). The sales office would include a reception desk, display models, seating areas, and a replica suite. The applicant has submitted a Building Permit to construct the described works, and staff will resume their reviews should this TUP be approved by Council.

As per the CD-677 zone, only Retail Service Group 1A and Childcare uses are permitted within ground level commercial units of the building. Staff note that the Retail Service Group 1A definition in the Zoning Bylaw generally includes more active commercial and retail business uses that would facilitate more foot traffic and frequent drop-in services, such as retail stores, service shops, and restaurants. These uses



would help facilitate a more activated street frontage along Lonsdale Avenue and West 13<sup>th</sup> Street, which is the desired intent behind the property's CD-677 zoning. Less active uses such as standard business and professional offices, and by definition, a sales office, are not included in this definition. However, staff note that they are included within the Retail Service Group 1 use definition, which is currently permitted in the commercial units above the ground level, under the same zone.

The applicant has expressed a desire to occupy a ground level unit as it would provide more convenient access for commercial foot traffic and have provided additional clarity to staff that the use would continue to facilitate an active street frontage alongside its neighbouring commercial units. This includes maintaining fully transparent window glazing and locating the interactive models and seating areas towards the storefront as shown on the Architectural Plans (Attachment 3). The TUP (Attachment 4) will include conditions to maintain the active street interface throughout the duration of the permit as well. Given that this is not a standard office use, and is anticipated to generate more activity similar in scale to other permissible uses within the Retail Service Group 1A definition, staff are supportive of the temporary use.

Within the period of the TUP if approved, the applicant plans on utilizing the space to showcase various Council or staff-approved Three Shores projects at various properties that they own, and the unit will be converted back to a standard commercial unit once the TUP expires, not including a potential renewal.

## CONCLUSION

Staff are supportive of the TUP proposal for the subject sales office use, which appears to serve the desired intent of the zone in regards to maintaining an active street frontage, and is supported through the OCP's mixed-use land use designation.

RESPECTFULLY SUBMITTED:





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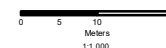
Huy Dang  
Planner 1



City of North Vancouver  
1311 Lonsdale Ave

### Legend

-  Subject Site  
 Legal\_Parcels



### DISCLAIMER

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

GIS Division, Information Technology,  
City of North Vancouver

PLOTTED: 1/18/2024  
SOURCE: Various  
COORDINATE SYSTEM: NAD 83 UTM Zone 18

**city**  
of north  
vancouver



November 10, 2022

Mr. Huy Dang  
City of North Vancouver  
Planning & Development  
141 W 14th Street  
North Vancouver, BC | V7M 1H9

**RE: 1311 Lonsdale Avenue  
Temporary Use Permit**

Dear Mr. Dang:

As per your request, please find below some additional information regarding our Temporary Use Permit application for 1311 Lonsdale Avenue.

#### **Ground Floor Unit**

Three Shores had been looking for a marketing centre in Central Lonsdale for some time. As you can appreciate, the opportunity to have an appropriately sized space has been challenging. When 1311 Lonsdale became available, it met all of our criteria, including being on the ground floor. Knowing that the ground floor use was vital to the success of a marketing centre, we confirmed the use with CNV staff prior to entering into a lease. Unlike other office uses, a marketing centre relies on a street front presence that encourages and fosters walk in traffic especially on the weekends. Upper level commercial space does not lend itself to walk by traffic or weekend use.

#### **Visibility and Street Activation**

As shown on our Tenant Improvement Application, we are maximizing the visibility into the commercial unit in order to promote walk-in traffic. We are not proposing any window graphics that would restrict or impede the visibility of the space. Through the use of interactive monitors, models and neighbourhood renderings, the space is meant to promote neighbourhood character as well as the North Shore lifestyle. It is designed to encourage and explore the benefits of living in the City of North Vancouver. To encourage an active storefront, all of the business functions have been placed at the back of the unit.



**Business Operations**

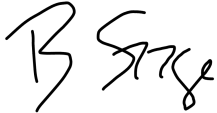
As outlined in our TUP application, Three Shores has a number of residential projects in the City of North Vancouver that are at various stages of redevelopment. We are a North Vancouver based company that is investing in our community and it is important that we have once central location within the City to serve our various projects. We have 2 rental projects that will be completing in in the next 9 months and we are going to begin the lease up program in early 2023. We have another 2 projects that are going through the development process and if we are successful in their approvals then these projects will also use the space.

**Long Term Plans**

Three Shores has entered into a 2 year lease with the option to extend for up to another 2 years. Once our lease expires the commercial unit will revert back to the owner to be leased by a third party. It is our expectation that the TUP will only be required for 3 years.

Please let me know if you have any questions or if you require any additional information. We look forward to working with the City.

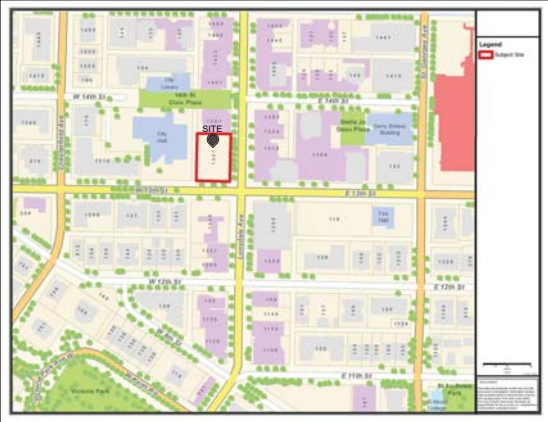
Yours truly,

A handwritten signature in black ink, appearing to read 'B Savage'.

Barry Savage  
Principal



VICINITY MAP



ABBREVIATIONS

AL	ALUMINUM	FC	FACE OF CONCRETE	OWL	OVERALL
ALUM	ALUMINUM	FM	FEET PER MINUTE	P	POUNDS PER CIRC. FOOT
AB	ANCHOR BOLT	FT	FOOT, FEET	PL	PLATE, PROPERTY LINE
AH	AIR HANDLER UNIT	FT2	SQUARE FOOT (FEET)	PLYD	PLYWOOD
BLK(G)	BLOCKING	FT2	SQUARE FOOT (FEET)	PSR	POUNDS PER SQ. FOOT
BLD	BUILDING	FRG	FURRING	RD	ROOF DRAIN
CAB	CABINET	GA	GALVANIZED	RD	ROOF DRAIN
CB	CATCH BASIN	GL	GALVANIZED IRON	REF	RECTANGLE/RECTILINE
CER	CERAMIC	Q	GLASS	REF	REFRIGERATOR
CHNL	CHANNEL	Q	GLASS	RM	ROOM
CLF	CLEAR	Q	GLASS	SC	SOLID CORE
CL	CENTER LINE	CIP	CIP/CONCRETE BOARD	SEC(ECT)	SECTION
CO	CONCRETE OPENING	HB	HOSE BIB	SHV	SHED
CONC	CONCRETE	HC	HOLLOW CORE	SHR	SHROUD
CONSTR	CONSTRUCTION	HW	HARD WOOD	SHR	SHROUD
CONT	CONTINUOUS	HWC	HORIZONTAL	SM	SIMILAR
CONTR	CONTRACTOR	HR	HANDRAIL	S & P	SHIELD & POLE
4	PENNY NAIL	HW	HOT WATER (HEATER)	SQ	SQUARE
DB	DECK BOARD	HW	HOT WATER (HEATER)	SS	STAINLESS STEEL
DB	DECK BOARD	ID	INSIDE DIAMETER	STD	STANDARD
DB	DECK BOARD	INCH	INCH	STOR	STORAGE
DET	DETAIL	INSUL	INSULATION	STL	STEEL
DIA	DIAMETER	INT	INTERIOR	SW	SWITCH
DSP	DISPOSAL	KIT	KITCHEN	SVS(SYST)	SYSTEM
DN	DOWN	LAV	LAVATORY	TB	TOWEL BAR
DS	DOWNSPOUT	LB(L)	POUND	T&G	TONGUE AND GROOVE
DWG	DRAWING	MAX	MAXIMUM	THK	THICK
EA	EACH	MCH	MECHANICAL	TPH	TONGUE PAPER HOLDER
EL	ELEVATION	MED CAB	MEDICINE CABINET	TP	TOP OF WALL
ELECT	ELECTRICAL	MET	METAL	TP	TYPICAL
EQ	EQUAL	MN	MINIMUM	UNLESS OTHERWISE NOTED	
EXT	EXTERIOR	MISC	MISCELLANEOUS	V	VENT
FA	FIRE ALARM	MFR (MFR)	MANUFACTURER	VERT	VERTICAL
FAU	FIRE ALARM UNIT	NC	NOT IN CONTACT	W	WITH
FD	FLOOR DRAIN	NO(A)	NUMBER	WC	WATER CLOSET
FHC	FIRE HOSE CABINET	N/A	NOT TO SCALE	WH	WATER HEATER
FUR(PL)	FLOOR	OC	ON CENTER	WP	WATERPROOF
FDB	FACE OF BLOCK	OD	OUTSIDE DIAMETER	WT	WEIGHT
FDS	FACE OF STUD	OTO	OUT TO OUT		

SYMBOLS

	SECTION MARKER		SMOKE & CARBON MONOXIDE DETECTOR
	ELEVATION MARKER		MECHANICAL VENTILATION
	INTERIOR ELEVATION MARKER		FIRE EXTINGUISHER
	NORTH ARROW		HOSE BIB
	WALL TYPE		WATER STUB OUT
	KEYNOTE		GAS STUB OUT
	WINDOW MARKER		FLOOR LEVEL CHANGE
	DOOR MARKER		WATER CURTAIN
	MATERIAL KEYNOTE		FIRE DEPARTMENT CONNECTION

PROJECT DATA

CIVIC ADDRESS:  
1311 Lonsdale Avenue, North Vancouver BC

PID: 031-128-351

LEGAL ADDRESS:  
Plan EPP99828 District Lot 548 Land District 1  
Land District 36 & DL 549 Air Space Parcel 1

ZONING: CD-677

BUILDING CODES:  
BC Building Code 2018  
Part 3 – Group D – Business and Personal Services

FLOOR AREA:  
Existing Floor Area:  
CRU: 1,831 ft<sup>2</sup> / 170.1 m<sup>2</sup>

TYPE OF PROJECT: TENANT IMPROVEMENT

NUMBER OF STOREYS: 1 STOREY – Ground Floor Retail

SPRINKLER: Yes – Existing

WASHROOMS:  
1 Existing Male and 1 Female Washrooms for  
Commercial Tenants. (See Path Diagram on A0.1)

SCOPE OF WORK:  
CRU Tenant Improvement for a temporary condo sales  
center. Scope of project is to create a display suite to  
act as a representation of a typical unit plan for the  
condo development. The display suite will have  
non-functioning plumbing fixtures and kitchen appliances  
for representational purposes only.

PROJECT DIRECTORY

CLIENT:  
Three Shores Developments

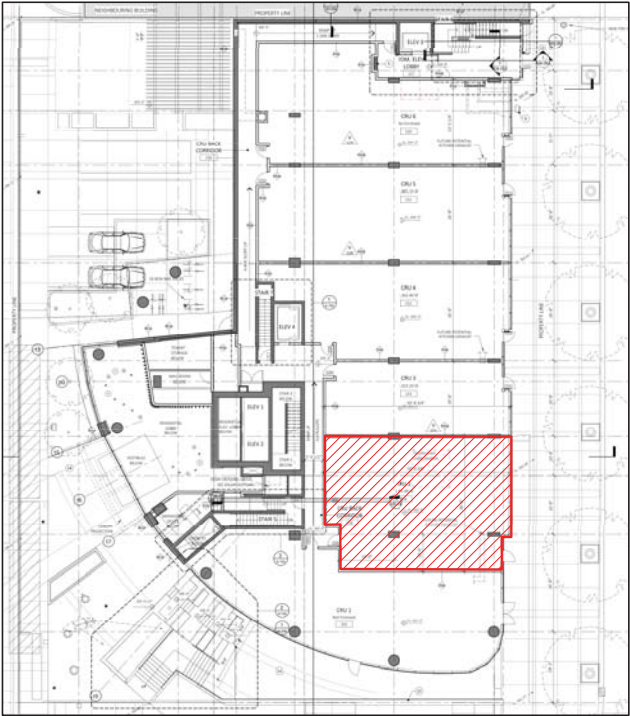
ARCHITECT:  
Advent Architecture Inc.  
5545 Deerhorn Lane, North  
Vancouver, V7R 4S8  
Phone: 604.866.5555

DESIGNER/PROJECT MANAGER:  
Shawn Rassekh  
RAAF PROJECTS  
3102-1111 Richards St  
Vancouver, BC V6B 3E1  
Phone: 236-558-4452

PLUMBING & MECHANICAL:  
Fluid Mechanical Engineering Ltd.  
2401-1188 Quebec Street  
Vancouver, B.C. V6A 4B3  
Phone: 604-263-3834

ELECTRICAL:  
VT Engineering  
6742 Fulton Ave  
Burnaby, BC V5E 3H1  
Phone: 604-771-5543

KEY PLAN - 1/16" = 1'-0"



SHEET INDEX

ARCHITECTURAL  
A0.0 Cover Sheet  
A0.1 Bathroom Pathway Diagram  
A1.0 Existing & Proposed Plan  
A2.0 RCP & Wall Details



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5545 Deerhorn Lane  
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Phone: 604.866.5555



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Three Shores Development  
Owner

120 E14th Sales Center  
Project

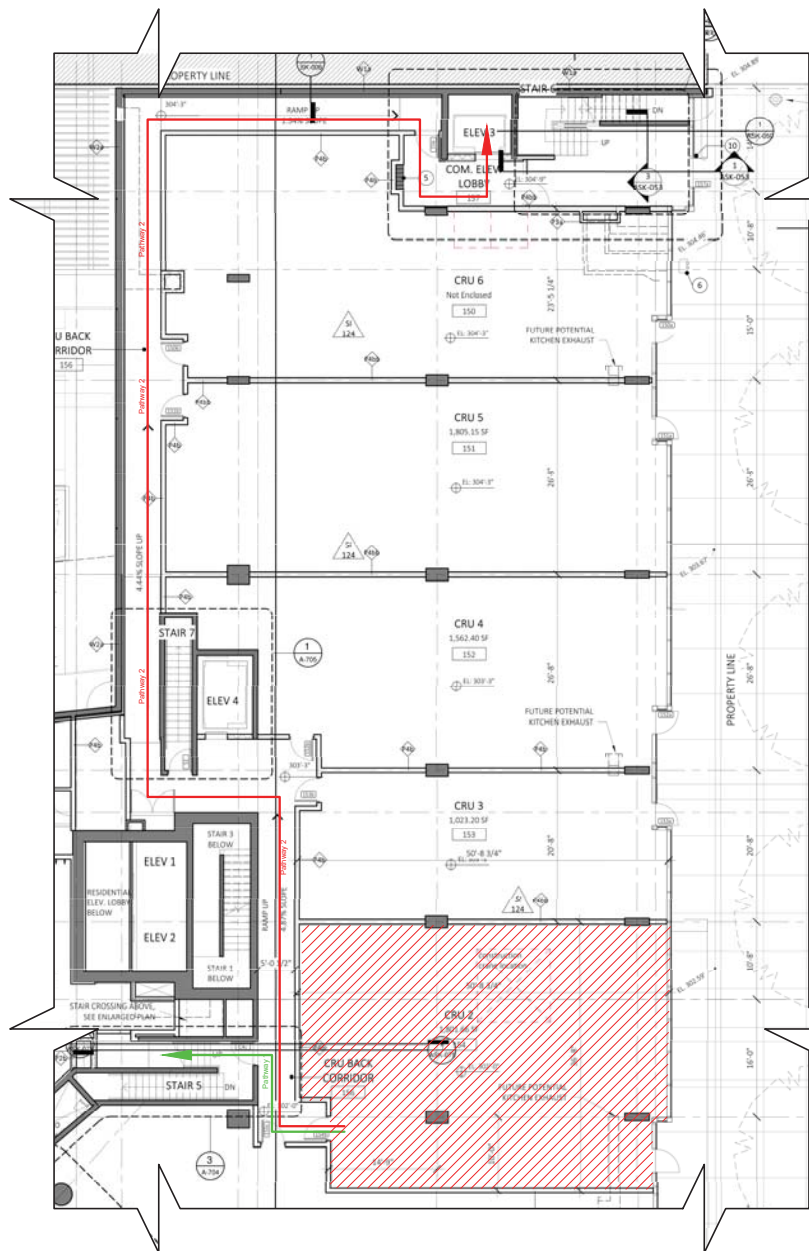
1311 Lonsdale Ave  
North Vancouver, BC  
Location

10/06/2022 BP Application Rev 1  
07/05/2022 BP Application  
Date (m/d/y): Submittal

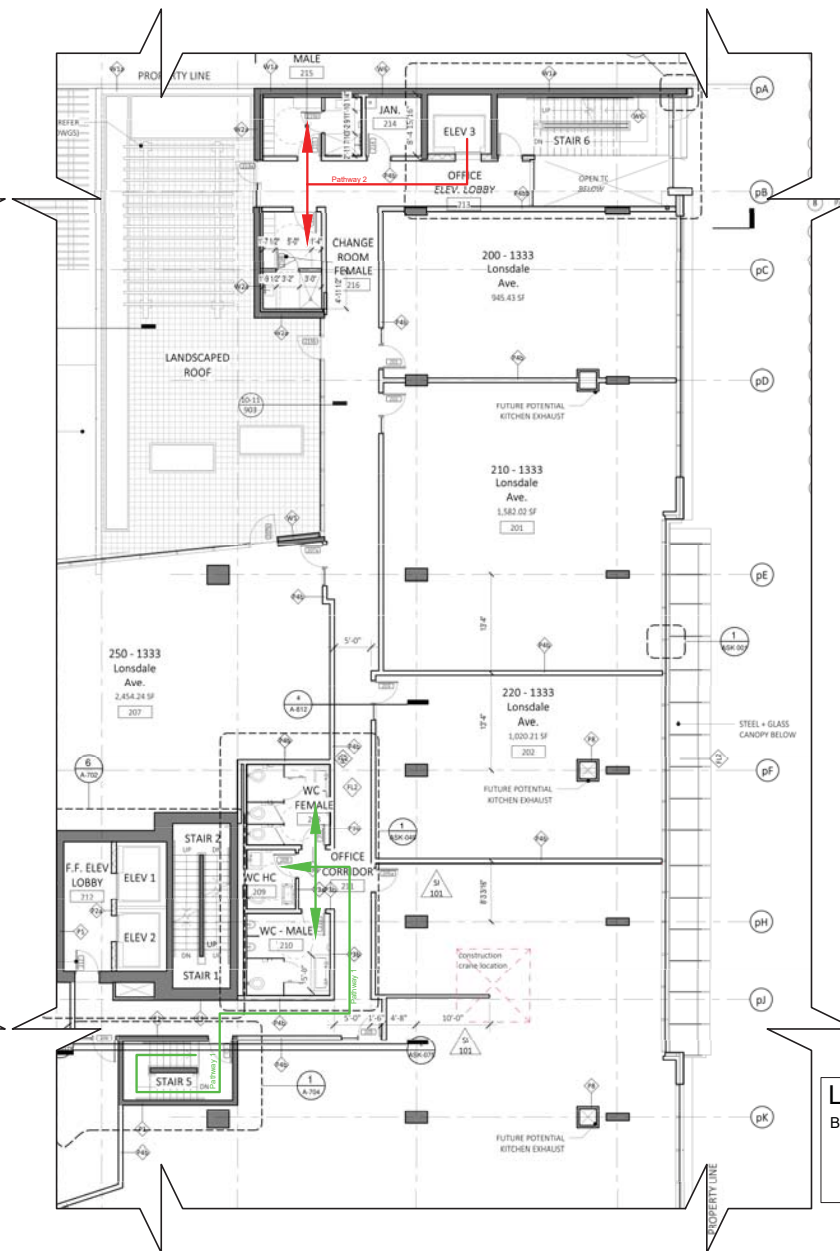
Scale

Project Data  
Content

A0.0  
Sheet



Ground Floor CRU Plan  
1/8" = 1'-0"



Second Floor Plan  
1/8" = 1'-0"

**LEGEND:**

Bathroom Pathways:

Pathway 1 ———→

Pathway 2 ———→

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**Three Shores Development**  
Owner

---

**120 E14th Sales Center**  
Project

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**1311 Lonsdale Ave**  
North Vancouver, BC  
Location

---

10/06/2022 BP Application Rev 1  
07/05/2022 BP Application  
Date (m/d/y): Submittal

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1/4" = 1'-0"  
Scale

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**Bathroom Path**  
Content

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**A0.1**  
Sheet

# GENERAL CONSTRUCTION NOTES

1. ALL DESIGN CONCEPTS AND OTHER INFORMATION SHOWN ON THESE DRAWINGS ARE FOR USE ON THIS PROJECT ONLY, AND SHALL NOT BE USED OTHERWISE WITHOUT WRITTEN CONSENT OF THE CONSULTANT.
2. NO DIMENSION SHALL BE TAKEN (SCALED) FROM THE DRAWINGS.
3. THE GENERAL CONTRACTOR AND ALL SUB-CONTRACTORS ARE TO EXAMINE ALL DRAWINGS AND VERIFY THAT THE INFORMATION AND DIMENSIONS ARE THE SAME DURING CONSTRUCTION. ALL VARIATIONS BETWEEN THE ARCHITECTURAL PLANS OR OTHER PLANS AND SITE CONDITIONS ARE TO BE REPORTED FORMALLY TO THE CONSULTANT BEFORE PROCEEDING WITH THE WORK.
4. REFER TO STRUCTURAL ENGINEERING DRAWINGS FOR ALL DETAILS REGARDING ALL STRUCTURAL FRAMING.
5. REFER TO CONSULTING ENGINEERING DRAWINGS FOR SPECIFICATIONS AND DETAILS OF ALL MECHANICAL (PLUMBING, HEATING, VENTILATION) AND ELECTRICAL.

6. FURNISH AND INSTALL ALL STRUCTURAL MATERIALS AND SYSTEMS CONFORMING TO THE PLANS AND SPECIFICATIONS OF THE STRUCTURAL ENGINEER.
7. FURNISH ALL SHOP DRAWINGS FOR APPROVAL. ALL CHANGES TO THE ORIGINAL STRUCTURAL DESIGN ARE TO BE APPROVED IN WRITING BY THE APPROPRIATE PROFESSIONALS.
8. ALL STRUCTURAL STEEL MEMBERS AND BASE PLATES TO BE PROTECTED BY ONE COAT OF ANTI-CORROSIVE PRIMER, APPLIED BY FACTORY.
9. GENERAL CONTRACTOR TO VERIFY BEFORE THE START OF CONSTRUCTION THE LOCATION AND DIMENSIONS OF ALL ROUGH OPENINGS AND COORDINATE WITH THE DIMENSIONS OF THE MANUFACTURER.
10. IN CASE OF DISPUTE, THE MOST RESTRICTIVE PRESCRIPTION WILL APPLY.
11. PLANS ARE SUBJECT TO NOTORIAL VERIFICATION CONCERNING THE TITLES AND SERVITUDES CONCERNING THIS PROPERTY.
12. ELECTRICAL PANELS, FIRE EXTINGUISHER CABINETS, ETC LOCATED IN RATED PARTITIONS SHALL BE BACKED WITH DRYWALL AS REQUIRED TO MAINTAIN RATING.

- CONTRACTORS TO VERIFY WALL THICKNESS REQUIRED FOR ALL ELECTRICAL PANELS, FIRE EXTINGUISHER CABINETS, ETC.
13. PROVIDE DOUBLE STUDS, BLOCKING, BRACING AND BACK-UP PLATES WHERE REQUIRED TO SUPPORT EQUIPMENT, MISCELLANEOUS ITEMS (I.E. TYPICAL CASEWORK, CABINETS, GRAB BARS, TOILET ACCESSORIES, ETC)
14. ALL COLUMN LINES SHOWN ON THE FLOOR PLANS WILL HAVE COLUMN LINE INDICATOR BUBBLES SHOWN ON THEM, THESE BUBBLES ARE FOR REFERENCE ONLY.
15. CONTRACTORS SHALL VERIFY ALL DIMENSIONS AND COORDINATE ALL TRADES.
16. CONTRACTOR SHALL VERIFY ALL EQUIPMENT LOCATIONS AND DIMENSIONS AND REQUIRED CLEARANCES OF ALL EQUIPMENT.
17. ALL SYMBOLS, ABBREVIATIONS, AND NOTES MARKED "TYPICAL" OR "TYP." SHALL APPLY IN ALL CIRCUMSTANCES, UNLESS OTHERWISE NOTED.
18. THESE DRAWINGS DO NOT CONTAIN INFORMATION WITH REGARD TO CONSTRUCTION SAFETY PROCEDURES. THE CONTRACTOR IS RESPONSIBLE FOR ALL CONSTRUCTION SAFETY AND SHALL PERFORM ALL WORK IN

- ACCORDANCE WITH PROVINCIAL AND/OR NATIONAL CONSTRUCTION SAFETY GUIDELINES. WORK SHALL BE COMPLETED IN ACCORDANCE WITH ALL APPLICABLE CODES AND MUNICIPAL BY-LAW REQUIREMENTS AND HANDICAPPED ACCESSIBILITY REQUIREMENTS IN EFFECT AT THE TIME OF SUBMITTAL FOR BUILDING PERMITS.
20. THOROUGHLY REVIEW THESE PLANS, VISIT THE SITE, VERIFY ALL DIMENSIONS BEFORE SUBMITTING A BID, AND NOTIFY THE CONSULTANT OF ANY DISCREPANCIES.
21. ITEMS SHOWN AS N.I.C. ON PLANS MAY REQUIRE SEPARATE SUBMITTALS TO THE BUILDING DEPT. FOR APPROVALS AND PERMITS. INSTALLING CONTRACTOR(S) ARE RESPONSIBLE FOR OBTAINING EACH REQUIRED PERMIT.
22. ALL TENANT SIGNAGE SHOWN REQUIRES A SEPARATE PERMIT AND APPROVAL PRIOR TO CONSTRUCTION.
23. ALL BUILDING HEIGHTS AND ELEVATIONS SHALL BE MEASURED FROM FINISH FLOOR UNLESS OTHERWISE NOTED.
24. PROVIDE AND INSTALL BACKING AS REQUIRED AT ALL INDICATED FUTURE, SIGN, HAND RAILING, ETC.

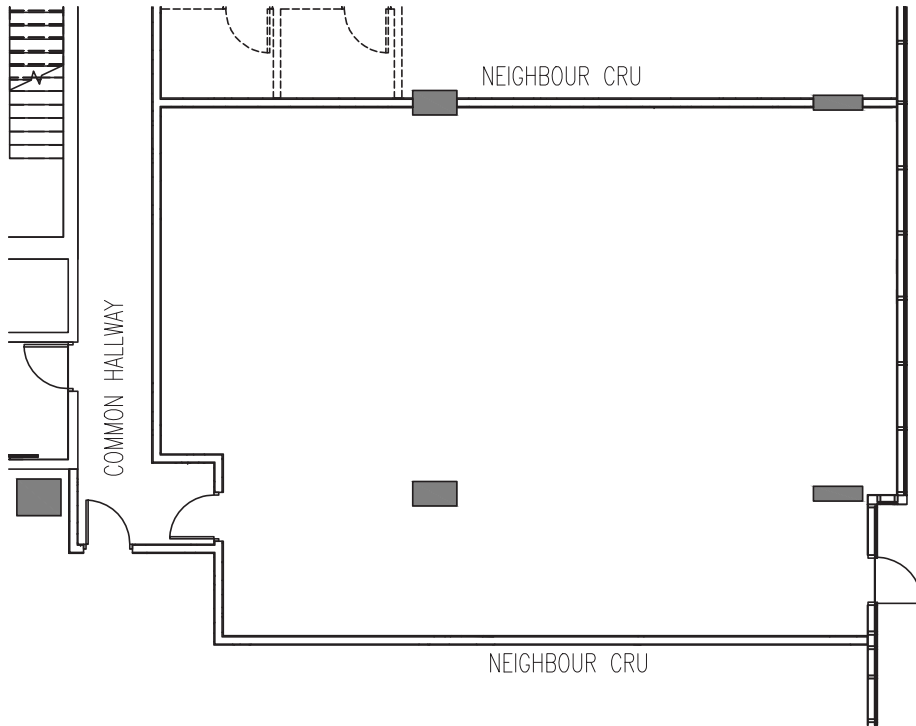
25. PROVIDE LAYER OF CONTINUOUS BUILDING PAPER DAMP PROOFING COURSE TO U/S OF ALL INTERIOR METAL STUD PARTITIONS AND METAL STUD WALLS (TYPICAL).
26. CONTRACTOR TO SUPPLY ALL BUILDING SIGNAGE AS REQUIRED BY AUTHORITY HAVING JURISDICTION. SUBMIT SAMPLES TO DESIGN CONSULTANT FOR APPROVAL.
27. ALL PENETRATIONS THROUGH FIRE RATED ASSEMBLIES (EXISTING OR NEW) TO BE FIRE SEALED IN ACCORDANCE WITH FIRE SEPARATION DESIGN.
28. ANY FIRE SEPARATIONS DAMAGED DUE TO CONSTRUCTION ACTIVITIES TO BE REPAIRED IN ACCORDANCE WITH INSTALLATION/DESIGN REQUIREMENTS FOR TESTED ASSEMBLIES. CONTRACTOR TO REPORT ALL SUCH INSTANCES TO DESIGN CONSULTANT FOR INSPECTIONS.

## GENERAL NOTES

1. THE CONTRACTOR SHALL PROVIDE ALL NECESSARY PERMIT FEES (EXCEPT BUILDING PERMIT) AND APPLICATIONS REQUIRED BY

- THE LOCAL AUTHORITY. IF DEEMED NECESSARY BY THE CLIENT, THE CONTRACTOR WILL PICK-UP BUILDING PERMIT FROM CITY HALL.
2. ALL MATERIALS SHALL BE INSTALLED AND/OR APPLIED ACCORDING TO MANUFACTURER'S RECOMMENDATIONS AND SPECIFICATIONS.
3. IT SHALL BE THE CONTRACTOR'S SOLE RESPONSIBILITY TO ENSURE PROPER SEQUENCE, COORDINATION, AND PHASING OF CONSTRUCTION TO MEET THE CLIENT'S CONSTRUCTION COMPLETION DEADLINE.
4. THE CONTRACTOR SHALL WARRANT, FOR ONE YEAR FROM DATE OF SUBSTANTIAL COMPLETION, ALL MATERIAL AND WORKMANSHIP EXCEPT OTHERWISE NOTED.
5. DOORS AND FRAMES TO BE PAINTED TO MATCH ADJACENT WALL COLOUR (SEE SCHEDULE)
6. ALL CONSTRUCTION TO BE CARRIED OUT IN COMPLIANCE WITH APPLICABLE BUILDING AND ACCESSIBILITY CODES.
7. IT IS THE CONTRACTOR'S RESPONSIBILITY TO ORDER ALL LONG LEAD AND DELIVERY ITEMS AT THE PROJECT START TO ENSURE TIMELY INSTALLATION.
8. ANY DISCREPANCIES BETWEEN PLANS AND

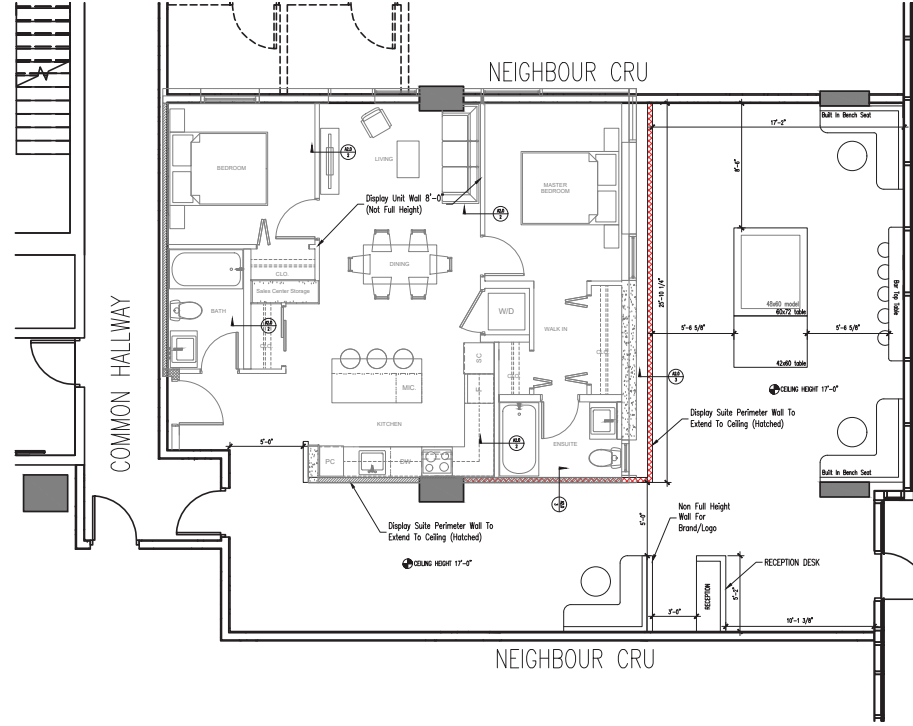
- EXISTING CONSTRUCTION TO BE SITE MEASURED AND VERIFIED PRIOR TO CONTINUATION OF WORK. DESIGN CONSULTANT TO BE NOTIFIED OF DISCREPANCIES.
9. ALL WORK SHALL CONFORM WITH THE BC BUILDING CODE 2018
10. MEASURES SHALL BE TAKEN TO CONTAIN ALL CONSTRUCTION DEBRIS, TRASH, AND MATERIALS ON-SITE UNTIL DISPOSAL OFF-SITE CAN BE ARRANGED.
11. GENERAL CONTRACTOR TO OPEN UP BASE BUILDING WALLS AND PROVIDE PLY. BACKING AS REQUIRED ON SITE FOR ELECTRICAL, SECURITY, FIXTURES, ACCESSORIES AND MILLWORK. GC TO MAKE GOOD ALL FINISHES.
12. CONTRACTOR TO PROVIDE ENGINEERED DRAWINGS FOR ALL SEISMIC AND ANCHORING OF ARCHITECTURAL ELEMENTS INCLUDING AND NOT LIMITED TO: GUARDRAIL AND HANDRAIL CONNECTION DETAILS, SUSPENDED CEILING CONNECTIONS AND RESTRAINTS, WALL CONNECTION DETAILS, ETC. SIGNED AND SEALED SCHEDULES S-B AND S-C REQUIRED PRIOR TO FINAL OCCUPANCY DOCUMENTS BEING ISSUED.



Existing CRU Plan

1/4" = 1'-0"

1



Proposed CRU Plan

1/4" = 1'-0"

2



Advent Architecture Inc.  
5545 Deerhorn Lane  
North Vancouver  
V7R 4S8  
Phone: 604.866.5555



**RAAF PROJECTS**  
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e shaan@raafprojects.com  
w www.raafprojects.com

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Three Shores Development  
Owner

120 E14th Sales Center  
Project

1311 Lonsdale Ave  
North Vancouver, BC  
Location

10 06 2022 BP Application Rev 1  
07 05 2022 BP Application  
Date (m/d/y): Submittal

1/4" = 1'-0"

Scale

PLANS

Content

A1.0

Sheet







**THE CORPORATION OF THE CITY OF NORTH VANCOUVER**  
**TEMPORARY USE PERMIT**

Permit No. PLN2022-00031

File: 09-4520-20-0005/2022

Issued to owner(s): **HOLLYBURN LEGACY PROPERTIES LTD., INC. NO. BC0791622**

Respecting the lands located at **1311 Lonsdale Avenue**, North Vancouver, BC, legally described as:

**LOT A DL 548 AND 549 GROUP 1 NEW WESTMINSTER DISTRICT PLAN EPP47132  
 EXCEPT AIR SPACE PLAN EPP99828 PID: 029-988-969**

(the “Lands”)

**List of Attachments:**

Schedule “A”: List of Plans

**Authority to Issue:**

1. This Temporary Use Permit is issued pursuant to Section 493 of the *Local Government Act*.

**Bylaws Supplemented or Varied:**

2. The provisions of the City of North Vancouver “Zoning Bylaw, 1995, No. 6700” Comprehensive Development 677 (CD-677) Zone are hereby varied as follows:
  - A. This permit temporarily allows the Lands to be used for the purposes described below:
    - i. To permit Three Shores to occupy the subject ground level commercial unit at 1311 Lonsdale Avenue for the purpose of a temporary sales office (business office).

### **Special Terms and Conditions of Use:**

3. Development upon or use of the Lands shall conform to the following specifications:
    - A. This permit is subject to the following conditions, completed to the satisfaction of City staff:
      - i. All windows facing onto Lonsdale Avenue shall not include any visual obstructions and shall be maintained at all times with clear, transparent glazing.
      - ii. Any proposed window advertising or decals throughout the tenure of the subject use shall be reviewed by staff for approval prior to installation.
      - iii. The subject unit shall be restored to a standard commercial-retail unit once this particular use and permit expires.
- 

### **General Terms and Conditions:**

4. This Temporary Use Permit is issued by the City of North Vancouver subject to compliance with all the applicable bylaws of the City except as specifically varied or supplemented by this Permit. No variances other than those specifically set out in this permit are implied or to be construed.
5. The Lands shall be used in accordance with the terms and conditions of this Permit. All terms and conditions are subject to any changes required by the Building Inspector or other officials of the City where such specifications do not comply with any bylaw or statute, and such non-compliance is not specifically permitted through the issuance of this Temporary Use Permit.
6. This Permit expires: three years from date of issuance.
7. The Permit holder acknowledges that a Building Permit or other City Permits may be required. This is not a Building Permit.
8. Nothing in this Permit shall in any way relieve Land Owner/Business Owners obligation to ensure that the use complies in every way with the statutes, regulations, requirements, covenants and licences applicable to the undertaking.

9. Nothing in this Permit shall in any way relieve the Land Owner/Business Owners obligation to comply with regulations for construction of structures or provision of on-site services pursuant to the Health Act, the Fire Services Act, the Electrical Energy Inspection Act, and any other provincial statutes.
- 

Authorized by Council: \_\_\_\_\_  
Year / Month / Day

Expiry Date: \_\_\_\_\_  
Year / Month / Day

\_\_\_\_\_  
Linda C. Buchanan, Mayor

\_\_\_\_\_  
Karla Graham, City Clerk

Date Signed: \_\_\_\_\_  
Year / Month / Day

---

Note: As required by Section 503 of the *Local Government Act*, the City of North Vancouver shall file a notice of this permit in the Land Title Office stating that the land described in this Permit is subject to Temporary Use Permit No. PLN2022-00031.

Notice filed the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

THIS IS NOT A BUILDING PERMIT

**Schedule A**  
**List of Plans – 1311 Lonsdale Avenue**

<b>Author</b>	<b>Sheet Name</b>	<b>Sheet No.</b>	<b>Date Received</b>	<b>CityDocs File Number</b>
Advent Architecture Inc.	Project Data	A0.0	October 6, 2022	2240643
Advent Architecture Inc.	Bathroom Path	A0.1	October 6, 2022	2240643
Advent Architecture Inc.	Plans	A1.0	October 6, 2022	2240643
Advent Architecture Inc.	RCP & Details	A2.0	October 6, 2022	2240643





# 2023 Utility Budgets, Rates, & Bylaw Updates

December 12, 2022 Council Presentation  
Finance and Engineering, Parks & Environment

## Summary

- **2023 Rate increase** (Multi-Unit dwelling) of **\$60** (8.5%) proposed
  - Funds the proposed Utility budgets.
  - Staff found efficiencies to bring forward the same increase for 2023 as communicated to Council in November 2021, despite challenges relating to inflation.
  - Metro Vancouver cost escalations and replacement of aging infrastructure are the major cost drivers.
- **Asset Management** plans have progressed
  - Early indications are that more funding will be required in future years.
  - Additional provisions have been made.
- **Solid Waste Bylaw Update**
  - Some clarifying amendments and updates to the Solid Waste bylaw are proposed

# Outline

- The Planning Environment
  - Asset Management
- Utilities Overview
- Water Utility Budget
- Sewer & Drainage Budget
- Solid Waste Budget
  - Additional Bylaw Updates
- Recommendations
  - Lower Mainland Comparison

## The Planning Environment *Metro Vancouver Costs*

Metro Cost	2023 Budget
GVS&DD Levy	\$8.7 M
Water Purchases	\$8.0 M
Transfer to Reserves for NSWWTP	\$1.0 M
Solid Waste Tipping Fees	\$0.6 M
	<b>\$18.3 M</b>

% of Utilities Budget 54%



- The North Shore Waste Water Treatment Plant publically available budget has an estimated cost of \$1.1 billion
  - Project planning is ~80% and construction is ~37% complete as of March 2022.
  - An updated budget is expected in Q1 2023.

# The Planning Environment

## Metro Vancouver Costs

	2023	2024	2025	2026	2027	Avg.
<b>Bulk Water</b>	2.8%	9.0%	13.8%	12.8%	13.8%	<b>10.4%</b>
<b>GVS&amp;DD Levy</b>	9.3%	18.0%	34.1%	17.3%	10.2%	<b>17.8%</b>
<b>Tipping Fees</b>	5.0%	5.5%	5.2%	5.0%	5.4%	<b>5.2%</b>

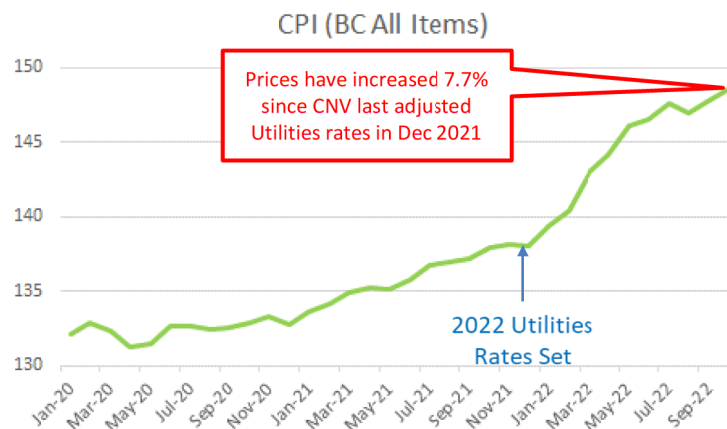
There are several initiatives proposed for the future, or already underway, which may help to offset future Metro costs, such as:

- **MV Water Development Cost Charge (DCC)**
  - Ensuring growth pays for infrastructure required to accommodate growth
- **30-year amortization period for capital projects**
  - Allowing for payments to better align with project life
- **Wet Weather Pricing for the GVS&DD Levy**
  - Rewarding municipalities (such as CNV) who through a compact Sewage system see less rainwater volumes being conveyed to treatment plants
- **Regional Finance Officers Policy Sub Committee**
  - Updating Metro Vancouver financial policies

# The Planning Environment

## Inflation

- The *Consumer Price Index* for all items in BC have increased **7.7%** from December 2021 to October 2022.
- In May 2022, BC inflation hit **8.1%** p.a., the highest level since 1983, driven by strong demand, supply shortages and elevated fuel prices. This has decreased slightly to 7.8% p.a. as of September 2022.





# The Planning Environment

## Asset Management

- Over the past 2 years staff have been improving our practice of Asset Management.
- Using the Asset Management BC Framework for Sustainable Service Delivery.



### Plan

- Policy 2019 – provides direction
- Strategy – in draft – provides objectives and goals
- Plans – provides actions for desired service level
- Integrate into Long Range Financial Planning

### Implement

- Continuous improvement
- Annual State of the Asset reports to track changes and share with public

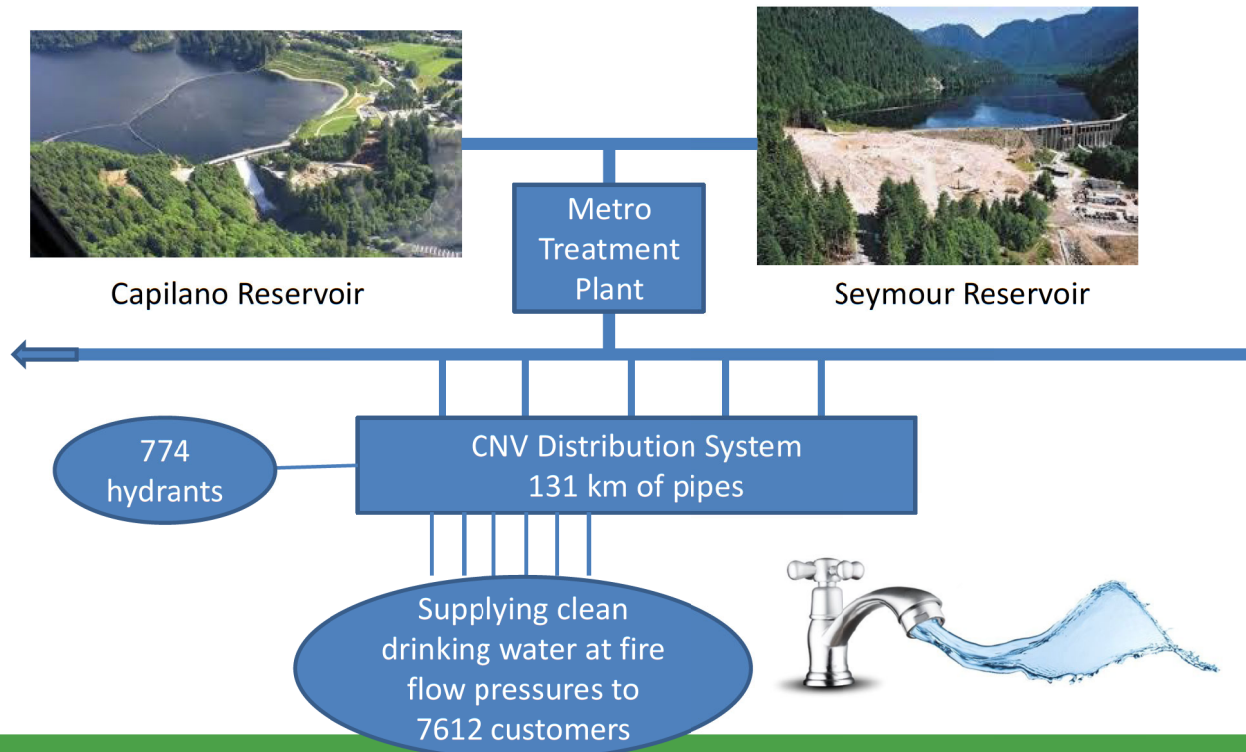
### Assess

- Reflect on improvement of practice
- Monitor changes in asset conditions and ability to deliver service level

# Asset Management Overview

- **Service Level Value Statement** – what do we need this asset to do
- **Key Facts and Performance Indicators**
  - What do we have
  - What is the condition
  - What is the expected life
  - What is the replacement cost
  - What is the annual investment to maintain the desired service
- **Asset Management** – key actions to operate the asset system to deliver the intended service level, including capital investments
- **Climate Adaptation and Community Resilience** – forward look at external pressures that will impact ability to provide service level

# Asset Overview - Water



# Asset Overview - Water

- Water Service Level - to provide sustained clean water at fire flow pressures to our community.

131 km of  
mains

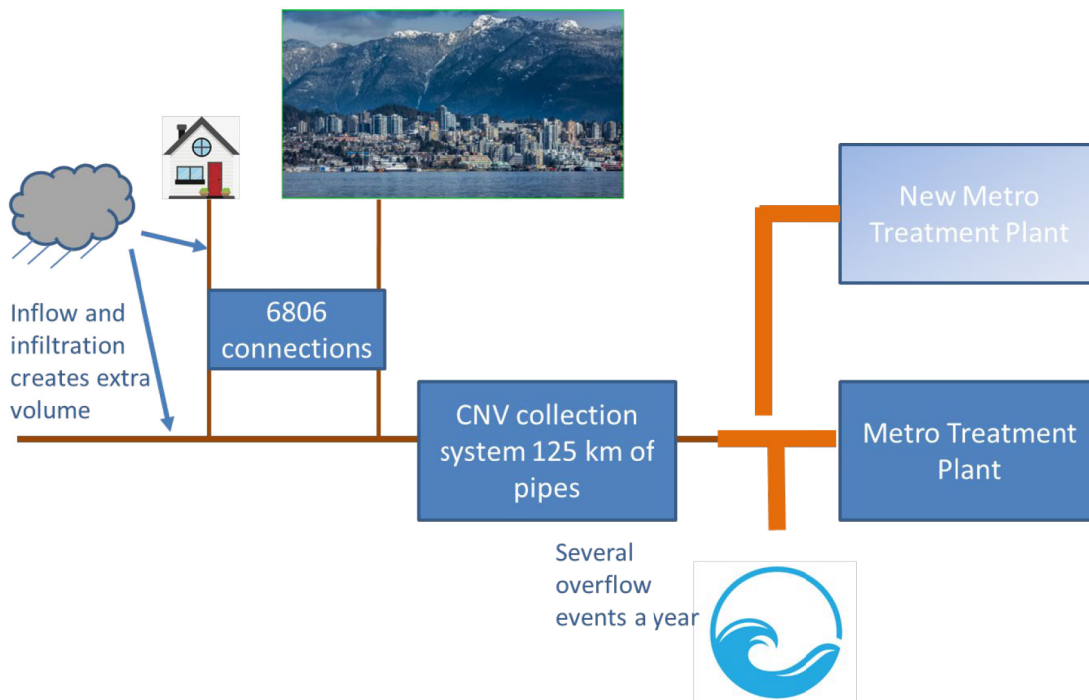
Average age  
50 years

Expected life  
100 years

Total replacement  
value \$262M

- Asset Management:
  - Model for demand growth, fire flow
  - Water quality, flushing and test for chlorine residuals
  - Replacement of end of life pipes
- Climate Adaptation and Community Resilience
  - Worsening drought
  - Impact from regional investment in new and renewed water supply infrastructure
  - Conservation through education, regulation, incentives and leading best practice
  - Equity of resource

# Asset Overview – Sanitary Sewer



# Asset Overview – Sanitary Sewer

- Sanitary Sewer Service Level - to convey sewage to the Metro Vancouver system at the lowest possible volumes and without discharge to the environment.

125 km of  
mains

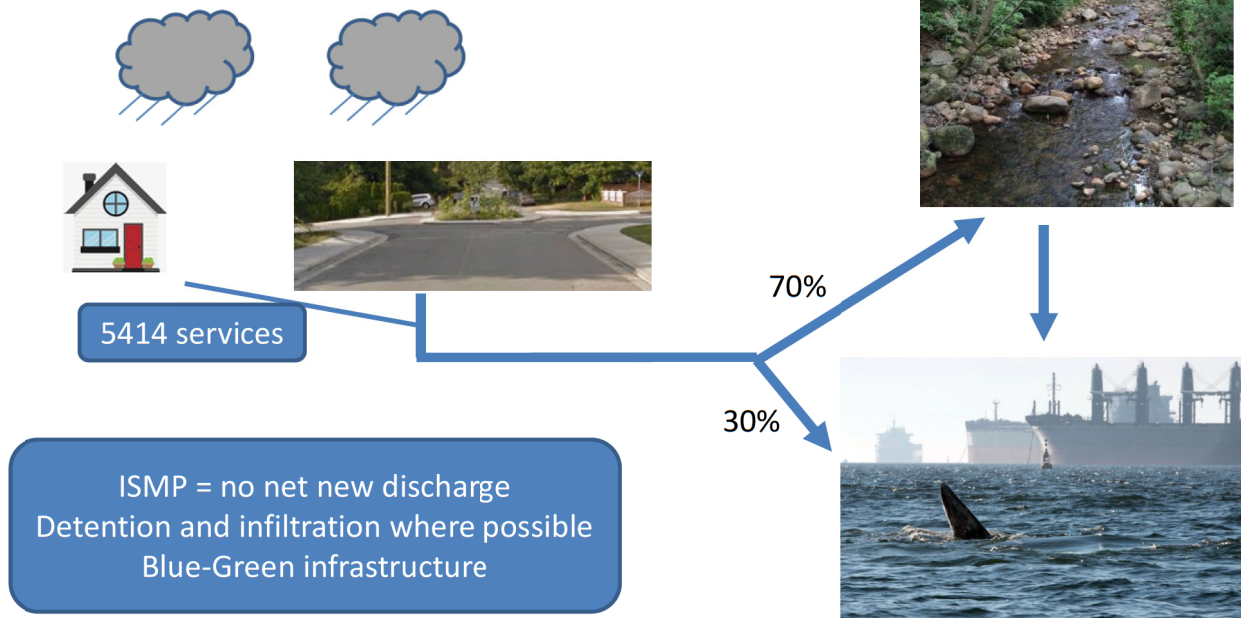
Average age  
59 years

Expected life  
100 years

Total replacement  
value \$230M

- Asset Management:
  - Model for demand growth
  - Inspect for condition
  - Monitor and reduce inflow and infiltration of rainwater (I&I)
  - Replacement of end of life pipes
- Climate Adaptation and Community Resilience
  - Impacts of overflows to environment (reduce I&I)
  - Impact of costs from regional investment in renewed waste water treatment

# Asset Overview – Drainage System



# Asset Overview – Drainage System

- Drainage System Service Level - to reduce nuisance and risk of damage from flooding and protect aquatic health.

162 km of  
mains

Average age  
47 years

Expected life  
100 years

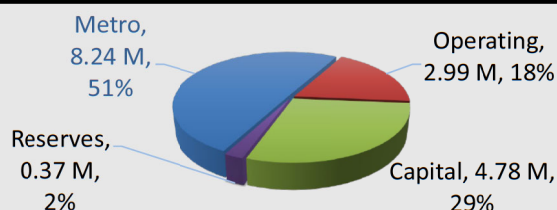
Total replacement  
value \$292M

- Asset Management:
  - Include natural areas in asset system
  - Monitor flow and update rain intensity for modelling
  - Inspect and improve existing pipes and outfalls
  - Create opportunities for infiltration (rain gardens, swales,..)
- Climate Adaptation and Community Resilience
  - Increasing intensity of storm events
  - Damage due to overland flow to assets and environment

# Utilities Overview

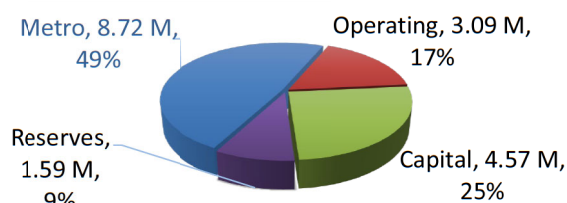
## Water

- 131 km, average age ~50 years
- 6,700 water connections
- 774 hydrants



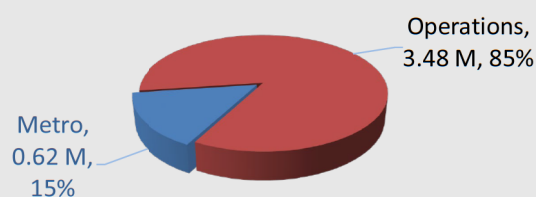
## Sewer & Drainage

- 125 km of Sanitary Sewer, average age ~59 years, including 6,800 connections
- 162 km of Storm Sewer, average age ~47 years, with 5,400 connections



## Solid Waste

- Refuse and Green Can services to 7,810 households



# Utilities Overview

Division	2022 Budget	2023 Budget	Increase	%
Water	\$14.3 M	\$16.4 M	\$2.1 M	14.3%
Sewer & Drainage	\$15.9 M	\$18.0 M	\$2.1 M	7.9%
Solid Waste	\$3.9 M	\$4.1 M	\$0.2 M	6.4%
<b>Total</b>	<b>\$34.1 M</b>	<b>\$38.5 M</b>	<b>\$4.4 M</b>	<b>12.1%</b>

- **Water:** 6% increase in bulk water costs and a significant year over year increase in capital projects (asset management).
- **Sewer & Drainage:** 9% increase in MV levy, increased capital (asset management), and additional reserve transfers (rate smoothing/asset management/weather resiliency).
- **Solid Waste:** 5% increase in MV tipping fees and increased collections (more outdoor use and Work from Home).



# Water Utility Budget

Water (000's)	2022 Budget	2023 Budget	Variance	
<b>Revenue</b>				
Flat Rate Sales	8,683	9,523	840	
Metered Sales	4,776	5,186	410	
Penalties Flat Rate	15	15	-	
Transfer from DNV	157	163	6	
Water Connection Fees/Permits	696	791	95	
Transfer from Statutory Reserve	0	700	700	
	<b>14,327</b>	<b>16,378</b>	<b>2,050</b>	Increased Fees (see Slide 19)
<b>Expenses</b>				
Water Purchases MV	7,499	7,949	449	Increased Metro Vancouver Rates (See Slide 4)
Water Purchases DNV	260	287	27	
Wages and Benefits	1,478	1,568	90	
Financial Services	940	1,046	106	
Capital	2,441	4,124	1,683	Increased Capital (See Slide 18)
Reserve Transfers	960	446	(514)	
Other	749	958	209	
	<b>14,327</b>	<b>16,378</b>	<b>2,050</b>	

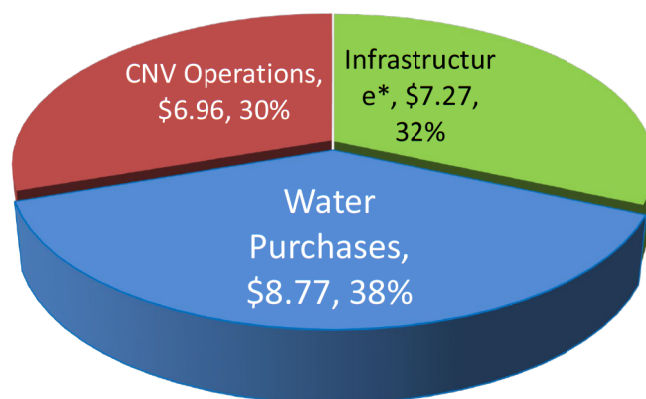
# Water Capital

Increased investment needed to ensure strong asset management

(\$000's)	2022 Appropriations	2023 Budget	Variance
Watermain Replacement	1,120	3,083	1,963
Backflow Prevention (IPS)	300	250	(100)
Water Studies	140	205	20
Connection Replacement	40	200	165
Water Meter Replacement Program	80	160	20
All Others	670	425	(95)
<b>Total</b>	<b>\$2,350</b>	<b>\$4,323</b>	<b>\$1,973</b>

# Water: Multi-Unit Increase of \$23

- Water purchases are the largest driver of increased CNV Water rates
- Infrastructure includes capital, transfers to reserves for future projects and contingencies (ie extreme weather).



\* Infrastructure includes Capital and Transfers to Reserves

# Sewer & Drainage Budget

Sewer & Drainage (000's)	2022 Budget	2023 Budget	Variance
<b>Revenue</b>			
Flat Rate Sales	8,266	9,366	1,100
Metered Sales	3,603	4,326	723
Penalties Flat Rate	10	10	-
Drainage Levy	2,631	2,841	210
Sewer Connection Fees	1,128	1,252	124
Transfers	271	183	(88)
	<b>15,909</b>	<b>17,978</b>	<b>2,069</b>
<b>Expenses</b>			
MV Levy	7,972	8,715	744
GVRD Geospatial Levy	10	6	(3)
Wages and Benefits	1,399	1,432	33
Financial Services	911	1,059	148
Capital	3,114	3,311	197
Reserve Transfers	914	1,810	896
Other	1,590	1,644	54
	<b>15,909</b>	<b>17,978</b>	<b>2,069</b>

Increased Fees  
(see Slide 22)

Increased Metro  
Vancouver Rates  
(See Slide 4)

Increased Capital  
and Reserve  
protection  
(See Slide 21)

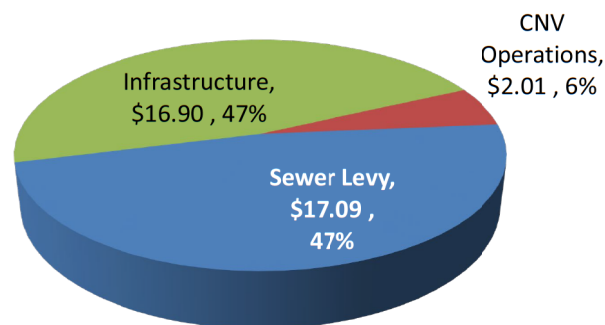
# Sewer & Drainage Capital

Investment for asset management.  
Additional contributions to reserves  
also proposed.

(\$000's)	2022 Appropriations	2023 Budget	Variance
Sewermain Replacement	1,132	525	(607)
Sewer Pump Station Major Upgrades	-	250	250
Sanitary Sewer Private Side I&I Management	200	200	-
Sewer Studies	130	150	20
Inspection Chamber Install and Connection Replacement	100	100	-
All Other Sanitary Sewer Projects	95	243	148
<b>Total Sanitary Sewer</b>	<b>\$1,657</b>	<b>\$1,468</b>	<b>(\$189)</b>
Stormmain Replacement	383	600	217
Storm Infill	102	375	273
Storm Water Treatment Facilities	-	225	225
Storm Water Quality Infrastructure	225	200	(25)
Storm Utility Studies	140	140	-
All Other Storm Drainage Projects	750	587	(162)
<b>Total Storm Drainage</b>	<b>\$1,601</b>	<b>\$2,127</b>	<b>\$528</b>
<b>TOTAL SEWER PROJECTS</b>	<b>\$3,258</b>	<b>\$3,595</b>	<b>\$338</b>

## Sewer & Drainage: Multi-Unit Increase of \$36

- The GVS&DD Levy is the largest individual driver of increased CNV Sewer & Drainage rates
- Infrastructure includes future projects, transfers to reserves for rate smoothing, and contingencies (ie extreme weather).



\* Infrastructure includes Capital and Transfers to Reserves

# Solid Waste Budget

Solid Waste (000's)	2022 Budget	2023 Budget	Variance
<b>Revenue</b>			
Refuse Levy	899	966	66
Eco Levy	1,309	1,355	46
Green Can	1,043	1,138	95
Refuse Tags	13	13	-
Transfers	586	626	40
	<b>3,851</b>	<b>4,098</b>	<b>247</b>
<b>Expenses</b>			
Wages and Benefits	2,198	2,309	111
Financial Services	571	642	71
Other	1,082	1,147	65
	<b>3,851</b>	<b>4,098</b>	<b>247</b>

Includes Metro costs of \$0.6M (refuse rates up 5%, Green can rates up 2%)

- Solid Waste Budget is up 6%, primarily driven by increases litter collection

# Solid Waste Bylaw Updates

- Clarifying language around container definition and accessible set out
- Updated language identifying materials acceptable for pickup
- Ability for additional Green Can pickups during heavy collection seasons (ie fall and spring)
- Ability for garbage and green bin collections services to be provided for some multi unit dwellings at the discretion of the City Engineer
  - not be available to all properties due to operational reasons.

# Rate Recommendations

## Compared to 2021 Council Presentation

No changes to planned multi rate increases proposed for 2023

Shown to Council November 21, 2021:

Utility	2022	2023	2024	2025	2026
Water	\$320	\$340	\$361	\$383	\$403
Sanitary Sewer	\$309	\$345	\$385	\$430	\$480
Drainage*	\$50	\$52	\$55	\$57	\$60
Eco Levy*	\$25	\$27	\$28	\$29	\$31
Total Multi-Unit	\$704	\$764	\$829	\$900	\$973
YoY Change	\$54	\$60	\$65	\$71	\$74

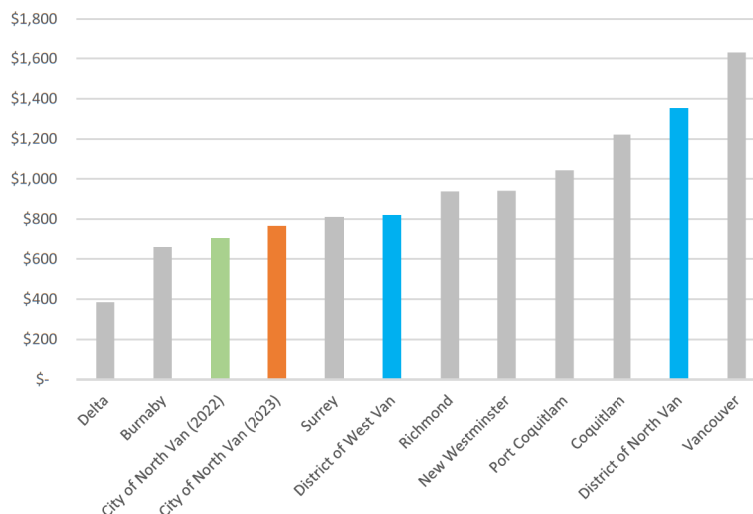
Additional increases expected in later years

Current Recommendation:

Utility	2022	2023	2024	2025	2026	2027
Water	\$320	\$343	\$374	\$412	\$454	\$482
Sanitary Sewer	\$309	\$342	\$373	\$407	\$444	\$484
Drainage*	\$50	\$53	\$56	\$60	\$64	\$69
Eco Levy*	\$25	\$26	\$28	\$30	\$33	\$34
Total Multi-Unit	\$704	\$764	\$831	\$909	\$995	\$1,069
YoY Change	\$54	\$60	\$67	\$78	\$86	\$74

## Lower Mainland Comparison

- City of North Vancouver utility charges compare favorably on the North Shore and within the Metro Vancouver Region



# Recommendation

- THAT the 2023 Utilities Budgets and the 2023-2027 Utilities Capital Plan, dated November 30, 2022, be endorsed;
- AND THAT the following bylaws be considered:
  - “Water Utility Bylaw, 1994, No. 6417, Amendment Bylaw, 2022, No. 8953”;
  - “Sewerage and Drainage Utility Bylaw 1995, No. 6746, Amendment Bylaw, 2022, No. 8954”; and
  - “Solid Waste Management Service, Bylaw 1997, No. 6920, Amendment Bylaw, 2022, No. 8955”.

➤

# Summary

- Consistent with the Smoothed Rate Plan adopted in December 2021
  - No additional increases passed on to residents, helping them manage in a high inflation environment
- Supports CNV’s asset management program
  - Ensuring sustainable service delivery that residents expect
- Smooths in rate increases needed to fund Metro Vancouver capital programs and increasing rates

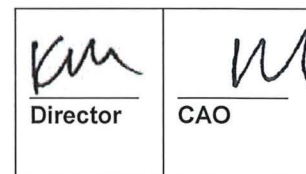
***A balanced approach overall***





Thank you.

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

**INFORMATION REPORT**

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To: Mayor Linda Buchanan and Members of Council

From: Karyn Magnusson, Director, Engineering Parks and Environment

Subject: ASSET MANAGEMENT UPDATE - UTILITIES

Date: November 23, 2022 File No: 11-5240-10-0001/1

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**ATTACHMENT**

1. Appendix A – State of the Assets: Utilities ([CD#2298795](#))

**Summary**

This report is a companion report to the 2023 Utility budget report and provides a high-level summary of the current state of the City's asset management practice as well as a state-of-the-assets view of the Water, Sanitary Sewerage and Drainage Utilities.

**Asset Management – State of Practice**

Asset management is an ongoing, iterative process of coordinated activities and continuous improvement to realize best value from assets. Understanding what you have, defining what you need the asset to do, mitigating the risk of changes and external pressures and prescribing the near and long term resources required to achieve sustainable service delivery is the goal of comprehensive asset management.

The City is managing assets and delivering services every day; however, like most municipalities, some asset types are further along on toward best practice. Strengthening the practice of asset management across the organization is an important focus for the years to come to ensure we can provide the sustainable services and provide Council and our community the information required to assess resourcing levels against other strategic initiatives of the City.

As we move toward implementing best practice, staff are relying on expert consultants and the framework set out by Asset Management BC, as shown on the following page, which lays out the component pieces and the continuous improvement cycle that will guide our near term efforts. This iterative process of assessing practices and assets, planning strategically and tactically based on desired outcomes and community needs,



and implementing new or improved practices in an iterative cycle enables continuous improvement through ongoing monitoring and reporting for the asset management system. Annual reporting of progress on both our state of practice and our state of the assets will help Council and our community participate in future discussions to define our service levels – the “what do we need our assets to do” and to rationalize our resourcing levels to deliver that service sustainably for the long term.



Figure 1 – Asset Management BC Framework for Sustainable Service Delivery

### Current State and Actions

Council approved the City of North Vancouver **Asset Management Policy** (2019) which describes asset management as the process of bringing together the skills, expertise and activities of people to manage a community's physical assets and to provide sustainable service delivery.

*“Effective asset management involves the participation of City staff, Council, residents and other stakeholders to make decisions on services and assets. They work together to provide best value and achieve sustainable service delivery.”*

Since the Policy was endorsed by Council, staff efforts have focused on the following actions:

- Hosting cross-functional internal workshops to build organizational awareness and commitment to the Policy objectives.
- Collecting, collating and refining **asset information/data** including:
  - Physical Inventory (location, size, material, age);
  - Evidence-based condition assessments;
  - Establishing typical replacement cycles;
  - Valuation;
    - historical cost;
    - replacement cost;
    - lifecycle costs;
- Adapting design criteria (e.g. updating rainfall intensity-duration-frequency (IDF) for storm events, anticipated community growth related demand);
- Developing a **draft Corporate Asset Management Strategy** which guides how and where we do Asset Management as well as who is involved;
- Developing infrastructure system-specific **Asset Management Plans** (e.g. Water, Sewer, Drainage) which helps us answer the core questions to apply the right resources and actions and identifies what we need to do and when we need to do it;
- Integrating information to date from the draft Asset Management Plans to inform **long range financial planning** and utility rate setting;
- Providing **State of the Practice** and **State of the Asset** annual report framework to position better information sharing with the public; and
- Creating initial **service level value statements** as a starting point and that will be a key component of future Council and Community engagement.

Staff will use this framework to advance asset management activities over the next few years and will report progress annually. The following tables summarize the current status (November 2022), planned milestones for 2023, as well as future milestones for the next few years of asset management initiatives (selected from AMBC Framework):

Table 1: Asset Management Current Status (November 2022)

AMBC Framework Component	Status
Asset Management Policy	Complete (2019)
Asset Management Strategy	Working Draft Complete
Asset Management Plans (Utilities)	
• Water System Asset Management Plan	Working Draft Complete
• Sanitary System Asset Management Plan	Working Draft in-process
• Drainage System Asset Management Plan	Working Draft in-process
Assess and Report State of Assets	Ongoing/Annual
Assess and Report Asset Management Practices	Ongoing/Annual

Table 2: Asset Management Milestones Planned for 2023

AMBC Framework Component	Planned Milestone
Asset Management Plans (by infrastructure type)	



• Pavements	Q1 2023
• Street Lights	Q2 2023
• Traffic Signals	Q2 2023
Establish Service Levels	Q4 2023
Long Range Financial Plan – Utilities	Q4 2023
Assess and Report State of Assets	Ongoing/Annual
Assess and Report Asset Management Practices	Ongoing/Annual

Table 3: Asset Management Initiatives for 2023-2025

AMBC Framework Component	Planned Milestone
Establish Risk Assessment Methodology	2023/2024
Asset Management Plans (by infrastructure type)	
• Sidewalks	2023/2024
• Retaining Walls	2024
• Culverts	2024
• Parks	2024/2025
• Natural Assets	2024/2025
Long Range Financial Plan - Infrastructure	2024/2025
Assess and Report State of Assets	Ongoing/Annual
Assess and Report Asset Management Practices	Ongoing/Annual

## Climate Change and Community Resilience

As part of scanning external pressures and general risk assessment, there is growing awareness and attention to extreme weather events and long-term impacts of climate change highlights the role municipal infrastructure plays in community resiliency. The ability to resist, absorb, accommodate, adapt, transform and recover from the effects of extreme events continues to be a fundamental consideration in the planning, design, construction, operation and maintenance of public works infrastructure.

This reinforces the importance of building organizational asset management competencies to ensure sustainable service delivery by preparing to adapt to, or recover from, extreme events.

## State of Assets – Utilities

Appendix A (Attachment #1) summarizes additional information regarding the physical infrastructure for each of the Water, Sanitary, and Drainage Utilities. This information will continue to be updated, refined, and reported annually. Efforts will be made in the future to make this information readily available to the community in easy to digest infographics and score cards.

RESPECTFULLY SUBMITTED:



Karyn Magnusson, P.Eng.,  
Director, Engineering, Parks and Environment



## Appendix A

### State of the Assets: Utilities

This appendix is the first iteration of a proposed annual summary of asset information including various performance indicators and asset inventory information. While this first version focuses on utilities, future iterations will expand incrementally to include additional asset types and will refine the available information with the intent of providing a familiar and repeatable source of asset information for the community.

#### Format

**Service Level Value Statement** – this is the answer to the critical question “what do we need the asset to do”. For this first iteration, staff have created a placeholder value statement that can be the baseline for Council and community discussion and iterations in the future.

**Key Facts and Performance Indicators** – these help to answer the questions of “what do we have”, “what is its condition”, “how long can we expect it to provide the service level expected of it”, “what is the cost to replace”, and “what is the annual investment required to maintain sustainable service delivery”.

**Asset Management** – these are the key actions staff are taking to operate the asset system to deliver the intended service level at lowest cost of ownership. These include operating and maintenance efforts and capital construction.

**Climate Adaptation and Community Resiliency** – these are the forward look at external pressures on our ability to maintain our service levels. Risk assessment and mitigation become a key focus of our asset planning approach.

**Replacement Value and Proposed Investments** – this is the estimated value of existing asset and modelled approach to an annual investment or renewal strategy. This modelled approach will, in time, become integrated into our long range financial plans to balance the holistic needs of the city.



# Water

## Service Level Value Statement:

To provide clean drinking water at fire flow pressures to our community for the long term.

## Key Facts and Performance Indicators:

Length of Water Main 131 km	Average Age of Main 50 years	Expected Life 100 years	Estimated Replacement Value \$262 million
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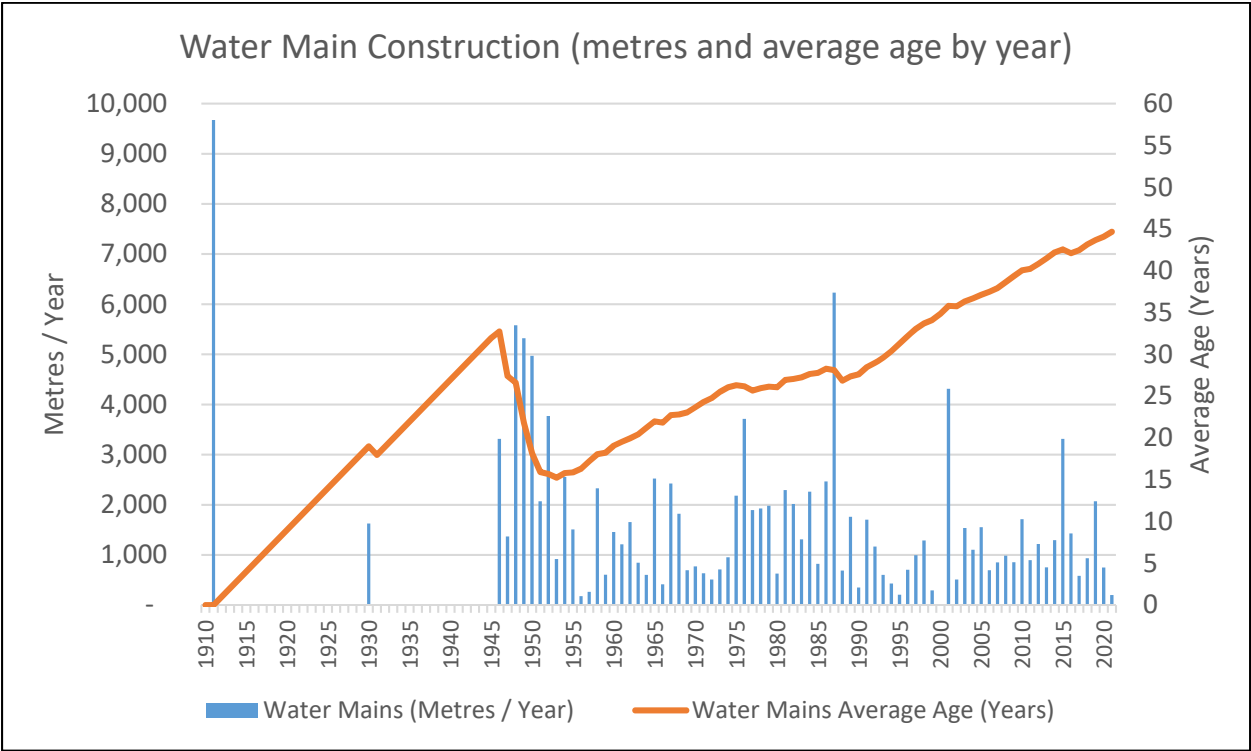


Table A1: Water Asset Inventory

Asset Type	Quantity	Average Age (years)	% older than 100 years	Estimated Replacement Value
Water main	131 km	50	7.4	\$262,000,000
Water service	6,712	27	0.1	\$56,376,639
Hydrants	774	37 <sup>+</sup>	-	\$9,252,000
Valve Chambers	6	36	-	\$300,000
Pressure reducing stations	12	36 <sup>#</sup>	-	\$2,250,000
Water Quality Sampling Stations	24	5.5 <sup>*</sup>	-	unknown

+ hydrants with unknown install dates estimated at 57 years

# excluded three stations with unknown install date

\* excluded four stations with unknown install date

## Asset Management:

Staff continue to monitor water quality and assess growth needs utilizing the water model. An annual flushing program helps to reduce episodes of cloudy brownish water that, while safe to drink, can be unappealing and is the result of aging cast iron water mains. In addition, each hydrant is on an annual inspection and maintenance program where pressure is tested and checks and repairs are made to ensure each is in good working order.

In 2023, staff expect to receive an updated water model and finalize the detailed asset management plan for the water utility. The water model assists staff in understanding how changes – including main replacement and new developments – will impact water pressures throughout the system. An updated model will increase the accuracy of system attributes and should provide more accurate outputs. The detailed asset management plan will provide staff with expert opinion lifecycle recommendations that consider all available information and will include a long-term capital replacement strategy.

## Current Condition

Because water mains are a closed, pressurized system and not easily accessed for direct inspection, water main condition is estimated by using indirect measures. Condition assessment typically relies on water system age and service history.

For long-term financial planning of overall water system replacement, an average annual replacement target of 0.8% (1,000 metres per year) is included in the Official Community Plan (OCP). This annual target was an early attempt to provide a simplistic approach to quantify how much of the total system should be replaced each year and is based on the assumption that the average economic life of a water main is 125 years. The consultant preparing the detailed asset management plan suggest that an economic life of 125 years is overly optimistic and will

recommend an average economic life for water mains in the range of 80 to 100 years. For the time being, staff recommend a 100 year economic life until more information is available.

The actual period of time a specific segment of water main can provide reliable service varies based on a combination of factors such as material, ground conditions, installation practices and system demands. For example, smaller diameter cast iron pipes in corrosive ground may last 60 years or less, while large diameter, thick-walled cast iron pipes may last well over 125 years. Similarly, land-use changes create different system demands that may trigger system upgrades to increase capacity.

Looking ahead to the next decade or more, a large quantity of small diameter cast iron water mains will continue to be the focus of the annual replacement program. For 2023, water main replacements are proposed to add new mains to increase system resiliency and replacements to deal with ongoing water quality concerns related to the small diameter cast iron pipe.

The City also received a draft report assessing the condition of several system components including valve chambers and pressure reducing stations (PRV). While it does not identify any PRVs for immediate replacement, several valve chambers have been identified as requiring replacement. Based on the draft report, there were six valve chambers identified as in very poor condition with a total estimated replacement cost of approximately \$420,000. Once the report is finalized, the recommendations will inform the 2024 budget request.

#### System Construction/Reconstruction:

In 2021, a total of 480 metres of new water main was installed in the City crews.

In 2022, a total of 469 metres of new water main was installed in the City. 455 metres was installed by the City crews and 14 metres was delivered by new development.

### **Climate Adaptation and Community Resiliency**

With longer, warmer weather in the summer months and increased likelihood of extended drought periods projected for the Metro Vancouver region<sup>i</sup>, water conservation has been the focus of climate adaptation and community resiliency measures taken to support the water utility. To support water conservation, the Drinking Water Conservation Plan Bylaw was updated in spring of 2022 and the City maintains a public information campaign to inform residents with current information and tools for conservation. The City also continues to install the necessary infrastructure on new water services to support the eventual move towards universal metering

### **Replacement Value and Proposed Investment**

The estimated replacement value for the water system can be seen in Table A1 above.

The estimated replacement value for water assets has been determined through a combination of sources. The estimated replacement value for water mains was calculated using an “all-in” unit cost of \$2,000 per linear metre which includes valves, appurtenances, and surface restoration. This unit cost was applied across the entire existing network in order to determine

the estimated replacement value. The City has current estimated replacement costs for valve chambers and pressure reducing stations from a recent consultant report.

As new information is collected through the anticipated water asset management plan and data reporting capabilities are expanded, staff anticipate to be able to refine this value.

#### Proposed Budget

The proposed 2023 budget includes \$3,083,400 for water main replacement which represents approximately 1,500 metres or 1.2% of the total network. While 2020 to 2022 water main replacement was less than the OCP goal of 0.8% each year, the long term plan is to replace mains at a rate of approximately 1.2% of the system annually for the next several years.



## Sanitary Sewer

### Service Level Value Statement:

To convey sewage to the Metro Vancouver system at the lowest possible volumes and without discharge to the environment.

### Key Facts and Performance Indicators:

Length of  
Sanitary Main  
125 km

Average  
Age  
59 years

Expected Life  
100 Years

Estimated  
Replacement Value  
\$230 million

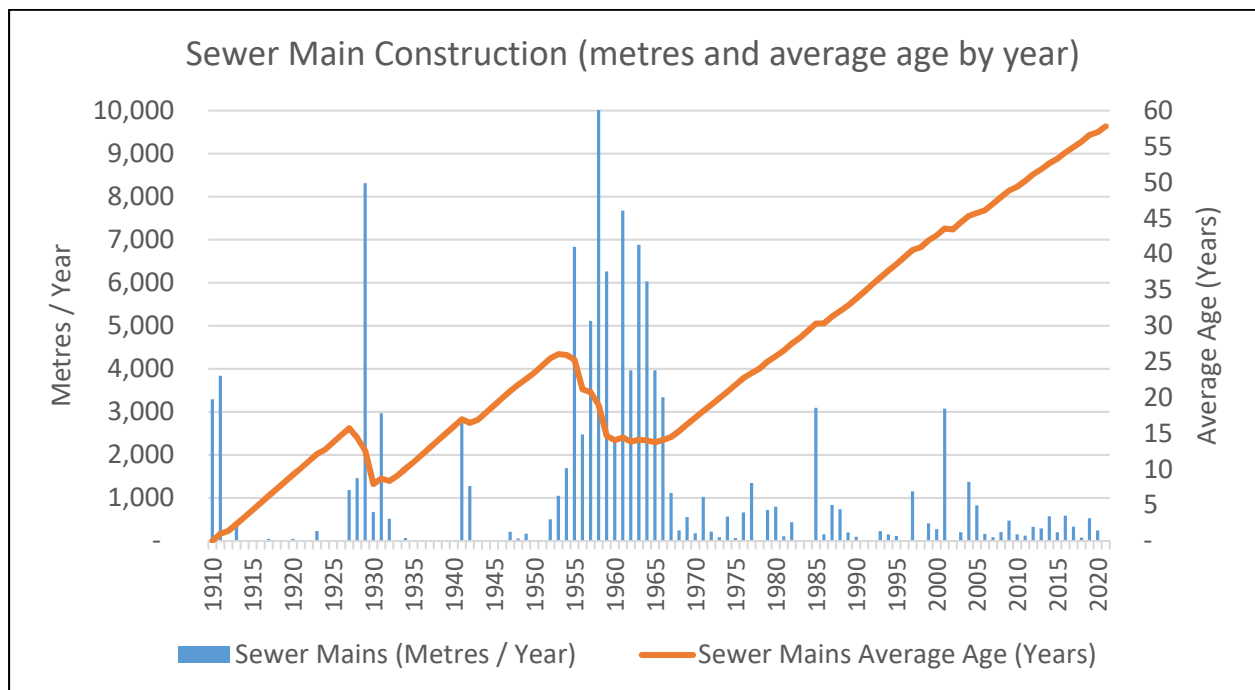




Table A2: Sanitary Sewer Asset Inventory

Asset Type	Quantity	Average Age (years)	% Older Than 100 Years	Estimated Replacement Value
Sanitary main	125 km	59	6.1	\$230,000,000
Sanitary service	6,806	43	0.34	\$47,978,291
Manhole	1,857	59	unknown	\$9,965,200
Lift stations	5	33	-	\$1,593,600

## Asset Management

In 2022, staff received a draft report that assessed the condition of the City's sanitary sewer lift stations. The report provided recommendations for maintenance at each of the stations and a prioritized replacement plan. Once the report is finalized, the recommendations will be used to plan targeted preventative maintenance and planned replacement for the City's five lift stations.

In 2023, staff expect to receive an updated sanitary sewer model and detailed asset management plan for the entire sanitary sewer utility. The sanitary sewer model assists staff in understanding how changes – including main replacement and new developments – will impact capacities throughout the system. An updated model will increase the accuracy of system attributes and should provide more accurate outputs. The detailed asset management plan will provide staff with expert opinion lifecycle recommendations that consider all available information and will include a long term capital replacement strategy.

### Current Condition

The City conducts regular video inspections with an aim to inspect roughly 5% of the system each year but has not yet completed a once through inspection of the system in its entirety. In absence of direct inspection information, staff use age, material, and service history as indicators of condition.

Due to relatively low replacement rates for the last several decades, the average age of sewer main has been increasing. Currently, the average age of sanitary mains is approximately 59 years with 6.1% older than 100 years.

### System Construction/Reconstruction

In 2021, a total of 119 metres of new sanitary main was installed in the City. 52 metres were constructed by City crews and 67 metres were delivered by new development.

In 2022, a total of 78 metres of new sanitary main was installed in the City, all by new development.

## Climate Adaptation and Community Resiliency

Long-term resiliency measures for the sanitary sewer system are focused on addressing inflow and infiltration (I&I) within the system. I&I is the introduction of rainwater and groundwater into

the sanitary sewer system which consumes pipe capacity, reduces the sewer heat (reducing the effectiveness of waste heat recovery projects) and increases the volumes that are transported to regional treatment facilities. When the volume exceeds pipe capacity, surcharging and direct discharge from the Metro conveyance main to the Burrard Inlet can occur and does multiple times per year during heavy rain events. Rainwater/groundwater in the sanitary system can be introduced through pipe defects in aging pipes, from the surface through manhole vents, and from private property through incorrectly connected services. Wetter fall and winter seasons and increased extreme wet weather events<sup>i</sup> can increase the amount of I&I in the sanitary system.

Several measures are implemented to address I&I:

- New sanitary mains have gaskets are better resist infiltration at joints;
- Repairing joints in existing mains and manholes to resist infiltration;
- Sealed manhole lids are being trialed where appropriate; and,
- Areas with observed inflow are investigated to attempt to find and correct cross-connections.

## **Replacement Value and Proposed Investment**

The estimated replacement value for the sanitary sewer system can be seen in Table A2 above.

The estimated replacement value for sanitary sewer assets has been determined through a combination of sources. The estimated replacement value for sewer main was determined by using recent project costs for sewer replacement by City crews. The average unit cost for replacement, including associated manholes, is \$1,840 per linear metre. This unit cost was applied across the entire existing network to determine the estimated replacement value. While this method blends manholes and mains together, staff believe this is a reasonable approach as it reflects the typical method of constructing new sewer main. The City has current estimates for lift stations from a recent consultant report.

As new information is collected through the anticipated sanitary sewer asset management plan and data reporting capabilities are expanded, staff anticipate to be able to refine this value.

### **Proposed Budget**

The proposed 2023 budget includes \$525,000 for sanitary sewer main replacement which represents approximately 75 metres of sewer main replacement or 0.06% of the total network. Further efforts are funded through the operating budget and focused on extending the life of the existing sanitary network through trenchless rehabilitation techniques such as grouting joints to address infiltration where the existing main is otherwise in good condition.



# Storm Sewer (Drainage)

## Service Level Value Statement:

Reduce nuisance and risk of damage from flooding and protect aquatic health.

## Key Facts and Performance Indicators:

Length of Storm Main  
162 km

Average Age  
47 years

Expected life  
100 years

Estimated Replacement Value  
\$292 million

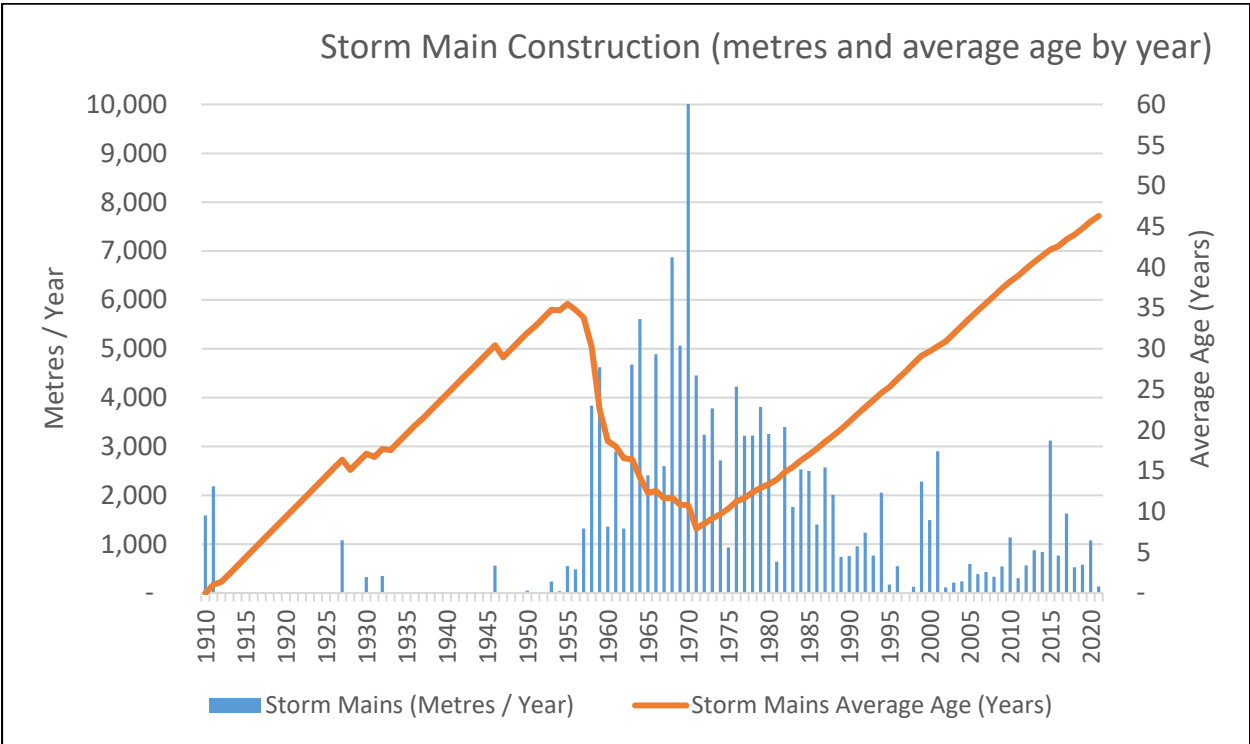


Table A3: Storm Sewer Asset Inventory

Asset Type	Quantity (metres)	Average Age (years)	Older Than 100 Years (%)	Estimated Replacement Value
Storm main	162 km	47	2.3	\$292,000,000
Storm service	5,414	35	0.02	\$33,002,228
Manhole	1,765	42	Unknown	\$9,707,500
Catch basins	3,559	41	Unknown	\$9,965,200
Detention ponds	3	10	N/A	TBC \$521,057 \$314,801

## Asset Management

In 2023, staff expect to receive an updated storm sewer (drainage) model and detailed asset management plan for the drainage utility. The storm sewer model assists staff in understanding how changes – including storm main replacement and new developments – will impact capacities throughout the system. An updated model will increase the accuracy of system attributes and should provide more accurate outputs. The detailed asset management plan will provide staff with expert opinion lifecycle recommendations that consider all available information and will include a long term capital replacement strategy.

### Current Condition

The City conducts regular video inspections for portions of the storm sewer system but there is not yet a current comprehensive summary based on direct video inspection. The City also uses age, material and service history as indicators of condition.

Due to relatively low replacement rates for the last several decades, the average age of sewer main has been increasing. Currently, the average age of storm mains is approximately 47 years with 2.3% older than 100 years.

### System Construction/Reconstruction:

In 2021, a total of 648 metres of new storm main was installed: 283 metres were installed by City crews and an additional 365 metres were delivered by new development

In 2022, a total of 1,029 metres of new storm main was/is being installed: 392 metres by City crews and an additional 637 metres by new development. The City also completed work to improve an outfall into mosquito Creek, improved drainage of the pathway under the Mosquito Creek Bridge and improved hydraulics at the intersection of 23<sup>rd</sup> Street and Ridgeway to reduce nuisance flooding.

## Climate Adaptation and Community Resiliency

The storm sewer (drainage) utility is designed to discharge collected rainwater back to the environment. This is accomplished through a combination of infiltration and exfiltration to the ground and conveyance to creeks and Burrard Inlet. As we experience wetter fall and winter seasons and increased extreme weather events, the intensity of rainwater runoff will increase. Further, with hotter, drier summers, the amount of available groundwater can be expected to decrease.

To adapt to increasing impervious areas introduced through development combined with the increased runoff from more intense precipitation associated with climate change, the City is working to implement storm water source controls that infiltrate rainwater back into the ground and slow the release of peak flows to the overall system and to receiving bodies. These measures will help protect aquatic health while also delaying the need to increase the size of storm mains. Examples of source controls being installed in the City are:

- Alternative stormwater management measures as a requirement of all new development such as infiltration or detention tanks
- Raingardens and exfiltration catch basins to manage road runoff
- Infiltration galleries around street trees in highly urban streetscapes

## Replacement Value and Proposed Investment

The estimated replacement value for the drainage system can be seen in Table A3 above.

The estimated replacement value for drainage utility assets has been determined through a combination of sources. The estimated replacement value for storm mains was determined by using recent project costs for storm main replacement by City crews. The average unit cost for replacement, including associated manholes, is \$1,800 per linear meter. This rate was applied across the entire existing network in order to calculate the estimated replacement value. While this method blends manholes, catch basins and mains together, staff believe this is a reasonable approach as it reflects the typical method of constructing new sewer main.

As new information is collected through the anticipated drainage utility asset management plan and data reporting capabilities are expanded, staff anticipate to be able to refine this value.

### Proposed Budget

The proposed 2023 budget includes \$600,000 for storm sewer construction which represents approximately 170 metres of new storm main or 0.1% of the total network. The proposed project will divert storm drainage from a storm main on Lonsdale which is nearing capacity to an existing main on West Keith Road with surplus capacity. There is an additional \$375,000 included to construct new storm sewers in locations which will coordinate with private developments to extend the system to un-served properties.

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<sup>i</sup> Source: Metro Vancouver's Climate Projections Report <http://www.metrovancouver.org/services/air-quality/climate-action/climate2050/learn/local/Pages/default.aspx> (retrieved October 25, 2022)

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The Corporation of **THE CITY OF NORTH VANCOUVER**  
**FINANCE & EPE DEPARTMENTS**  
**REPORT**

To: Mayor Linda Buchanan and Members of Council

From: Larry Sawrenko, Chief Financial Officer  
Karyn Magnusson, Director, Engineering Parks & Environment

Subject: 2023 UTILITY RATES

Date: November 23, 2022 File No: 05-1820-04-0001/2023

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

## RECOMMENDATION

PURSUANT to the report of the Chief Financial Officer, dated November 23, 2022, entitled "2023 Utility Rates":

THAT the 2023 Utilities Budgets and the 2023-2027 Utilities Capital Plan, dated November 23, 2022, be endorsed;

AND THAT the following bylaws be considered:

- "Water Utility Bylaw, 1994, No. 6417, Amendment Bylaw, 2022, No. 8953";
- "Sewerage and Drainage Utility Bylaw 1995, No. 6746, Amendment Bylaw, 2022, No. 8954"; and
- "Solid Waste Management Service, Bylaw 1997, No. 6920, Amendment Bylaw, 2022, No. 8955".

## ATTACHMENTS

1. 2023 Rates and Levies Summary (CityDoc#[2300082](#))
2. 2023-2027 Water Utility Capital Plan (CityDoc#[2305021](#))
3. 2023 Water Budget (CityDoc#[2300081](#))
4. 2023-2027 Sewerage & Drainage Utility Capital Plan (CityDoc#[2305023](#))
5. 2023 Sewerage & Drainage Budget (CityDoc#[2300078](#))
6. 2023 Solid Waste Budget (CityDoc#[2300079](#))
7. Proposed Bylaw No. 8955, tracked changes version (CityDoc#[2304624](#))
8. Water Utility Bylaw, 1994, No. 6417, Amendment Bylaw, 2022, No. 8953 (CityDoc#[2240039](#))
9. Sewerage and Drainage Utility Bylaw 1995, No. 6746, Amendment Bylaw, 2022, No. 8954 (CityDoc#[2242345](#))



## PURPOSE

The purpose of this report is to provide Council with recommended budgets for the Water, Sewerage & Drainage, and Solid Waste utilities, as well as recommended 2023 utility rates and bylaw amendments.

## BACKGROUND

CNV's utilities fees fund its Water, Sewerage & Drainage, and Solid Waste utilities. Utility rate levels are driven by CNV's requirements for reliable ongoing operations, capital maintenance/renewal programs, and prudent reserves. CNV's utility fees are typically set in the fall each year in order to allow the preparation of utility bills for mailing in January.

Council adopted the "Development Cost Charges Bylaw, 2016, No. 8471" on July 25, 2016. The bylaw provides for the collection of DCC's for the Water and Sewerage & Drainage utilities. The fees collected under the Bylaw are also an important funding source for the utilities as the systems are upgraded and expanded to meet increasing service demands. Staff plan to review and update CNV's DCC program in 2023.

## DISCUSSION

The proposed 2023 flat rate utility fees for a multi-unit dwelling are follows:

<b>Flat Rate Utility Fees Multi-Unit Dwelling*</b>	<b>2022</b>	<b>2023</b>	<b>Net Change</b>	<b>Net Change %</b>
<b>Water</b>	\$320.00	\$343.00	\$23.00	7.2%
<b>Sewerage &amp; Drainage</b>				
Sewer	309.00	342.00	33.00	10.7%
Storm Drainage (average)	<u>49.90</u>	<u>52.90</u>	<u>3.00</u>	6.0%
Net Sewerage & Drainage	358.90	394.90	36.00	10.0%
<b>Solid Waste</b>				
Eco Levy (average)	25.30	26.19	0.89	3.5%
<b>Total Flat Rate Utility Fee</b>	<b>\$704.20</b>	<b>\$764.09</b>	<b>\$59.89</b>	<b>8.5%</b>

\* Approximately 76% of the City's flat rate residential utility customer base is multi-unit dwellings. Single family homes make up 19%, and duplexes and other make up the final 5%. **Attachment 1** provides a summary of the proposed 2023 utility rates and levies for other dwelling types. Increases for other dwelling types are consistent with those for Multi-unit dwellings.

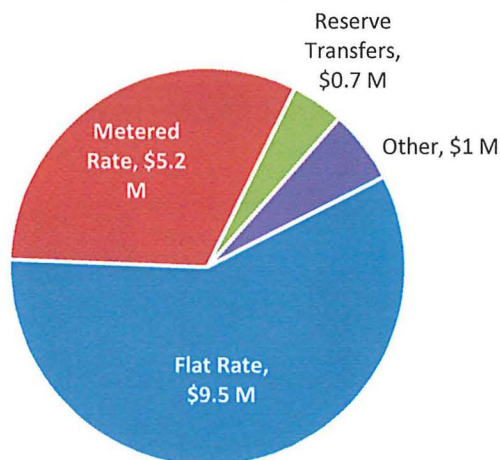
An overall increase of \$60 (8.5%) is unchanged from the 2023 increase projected in the "2022 Utility Rates" presentation provided to Council on November 22, 2021.

Further information on the budgets proposed for each of CNV's three utilities and the proposed rate increases needed to fund each budget is provided below.

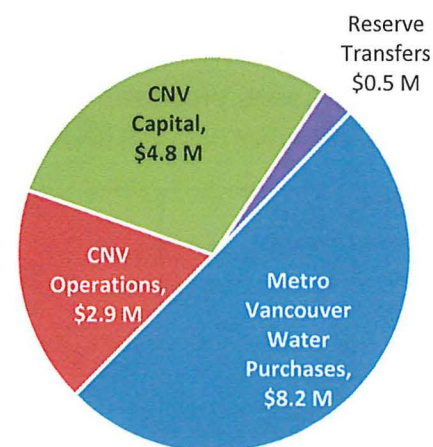
### Water Utility

The Water Utility provides a water distribution system for residents and businesses in the City. The proposed overall 2023 Water Utility budget is \$16.4 million, and is comprised of an \$11.2 million Operating Budget and a \$5.2 million Capital Budget (including reserves transfers).

**Water Revenue - \$16.4 M**



**Water Expenses - \$16.4 M**



The proposed budget represents a \$2.1 million increase over 2022, driven by increased bulk water purchase charges from Metro Vancouver (\$449,000) and increased capital expenditures needed to maintain the condition of CNV's water distribution assets (\$1.8M).

Bulk water purchases from Metro Vancouver account for 50% of CNV's annual Water Utility's costs. Metro Vancouver has recently provided CNV with its estimated volumes and 2023 rates. Metro Vancouver's 2023 bulk water rates are increasing 3% over 2022. Water volumes consumed in the City are also expected to be increasing slightly.

The proposed Water Utility Capital Budget is \$4.8M, an increase of \$1.8M vs 2022. This increase is primarily driven by additional construction projects to renew aging mains identified through CNV's asset management program, and work needed to service growth. **Attachment 2** lists the capital projects planned for the Water Utility in 2023-2027.

Transfers to reserves in 2023 are primarily to establish an extreme weather reserve (\$100,000) and a capital contingency (\$250,000). Extreme weather events caused by climate change put pressure on City infrastructure and are becoming more frequent. Establishment of a new reserve is recommended to enable quick response and recovery to events when they occur. A new capital contingency is also recommended



to provide funds for projects not yet identified through CNV's asset management plans and/or connections to new developments. Should either of these reserves not be used in 2023, they would be retained within the Utility and can be used for future as yet unidentified capital projects (for example, as identified in future asset management studies) or to bring down rates in the future (ie rate smoothing).

CNV's 2023 Water revenues consist of flat rate utility fees, metered charges, and other fees (primarily connection and severance fees). CNV utilizes seasonal metered water rates to be consistent with Metro Vancouver's model for selling its bulk water to all member municipalities by charging a higher rate from June 1 to September 30 each year. Seasonal rates are designed to create a pricing strategy that values water more in the summer when alpine lake storage is most stressed. The Water Utility financial model assumes 35% of water usage will be in the peak periods and 65% in non-peak periods.

The 2023 increases proposed for CNV's flat rates, which are primarily residential properties, are shown in the table below.

Dwelling Type (\$ per annum)	2022	2023	Annual Net Change (\$)
Single Unit	545	584	39
Duplex	457	489	32
Multi-Unit	320	343	23
Commercial, Churches/Halls	122	131	9
Water Cooling units	848	907	59
Schools/classroom	391	418	27
Minimum charge	545	584	39

The 2023 increases proposed for CNV's metered (per cubic meter) rates, which are primarily commercial/industrial/hospital/school properties, are shown in the table below. It's also proposed that the current tiered rate structure remain in place:

Period	2022	2023	Annual Net Change (\$)
Jan1 to May 31	1.3592	1.4544	0.0952
June 1 to Sept 30	1.6990	1.8180	0.1190
Oct 1 to Dec 31	1.3592	1.4544	0.0952

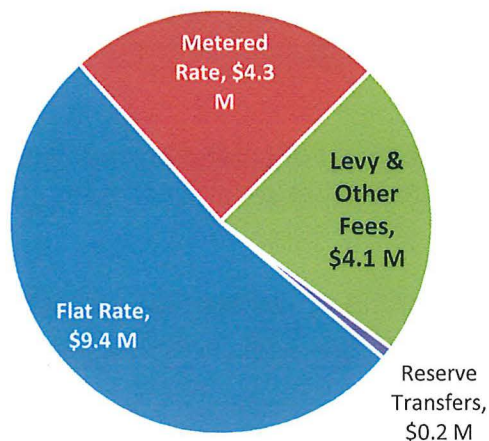
**Attachment 3** provides a full summary of the proposed 2023 Water Utility Budget.

### **Sewer & Drainage Utility**

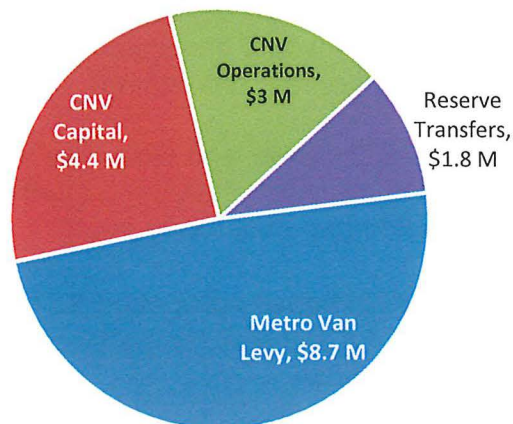
The Sewerage & Drainage Utility provides a sanitary and storm water collection system for the residents and businesses of the City of North Vancouver.

The proposed overall 2023 Sewerage & Drainage budget is \$18.0 million, and is comprised of an \$11.2 million Operating Budget and a \$5.2 million Capital Budget (including reserves transfers).

### Sewer Revenue \$18.0 M



### Sewer Expenses - \$18.0 M



The proposed budget represents a \$2.0 million increase over 2022. This increase is primarily driven by increased charges from Metro Vancouver (\$744,000), increased capital expenditures (\$315,000), and increased transfers to reserves (\$844,000).

The Metro Vancouver levy accounts for approximately 74% of the operating expenses of the Sewerage & Drainage utility, and 48% of the total \$18.0M budget. Metro Vancouver has recently indicated its 2023 rates are increasing 9.3% over 2022. The increase in the Metro Vancouver levy causes \$15 of the proposed \$33 Sewerage & Drainage rate increase for a typical multi residential unit.

Capital expenditures of \$4.5 million are planned for 2023, an increase of \$315,000 vs 2022. The majority of the increase (\$197,000) is to maintain the condition of CNV's sewer and drainage assets, and the remaining \$118,000 is driven by increased third party connections to new developments in the City (capital expenditures for third party connections are covered by a corresponding revenue increase and there is zero net impact to CNV). **Attachment 4** provides a full listing of the capital projects planned for the Sewerage & Drainage Utility in 2023-2027.

The Sewerage & Drainage Utility Budget also includes increased transfers to reserves of \$844,000. The completion of the new North Shore Wastewater Treatment Plant ("NSWWTP") is expected to drive increased rates from Metro Vancouver in the future (the completion date is still uncertain), so CNV provisioned \$800,000 in 2022 to help moderate future rate increases as part of its "Smoothed Rate Plan". The NSWWTP project has faced many challenges in 2022, and the previous contractor and Metro Vancouver are now engaged in various lawsuits. Further unannounced cost increases are likely. It's recommended that CNV's NSWWTP provision increase to \$1,000,000 in 2023, an increase of \$200,000.

Additional transfers to reserves are also proposed for 2023 for Extreme Weather (\$200,000), a capital contingency (\$200,000), and future rate smoothing (\$200,000). Similar to the Water utility, extreme weather events caused by climate change put



pressure on City infrastructure and are becoming more frequent and establishment of a new reserve is recommended. A new capital contingency is also recommended to provide funds for projects not yet identified through CNV's asset management plans or connections to new developments. Again, should either of these reserves not be used in 2023, they would be retained within the Utility and can be used to bring down rates in the future (i.e. rate smoothing).

CNV's 2023 Sewer and Drainage revenue sources consist of sanitary sewerage flat rates and metered charges, a storm drainage levy, and other revenue streams (primarily connection and severance fees).

The 2023 increases proposed for CNV's flat rates (primarily residential) and metered rates per cubic meter (primarily commercial, industrial, hospitals, schools) are shown in the table below:

Dwelling type	2022	2023	Annual Net Change %
<b><i>Flat Rates</i></b>			
Single unit	496	549	53
Duplex	459	508	49
Multi unit	309	342	33
Commercial, churches/public halls	120	133	13
Combine/Minimum	496	549	53
<b><i>Metered Rates</i></b>	2.0207	2.2329	0.2122

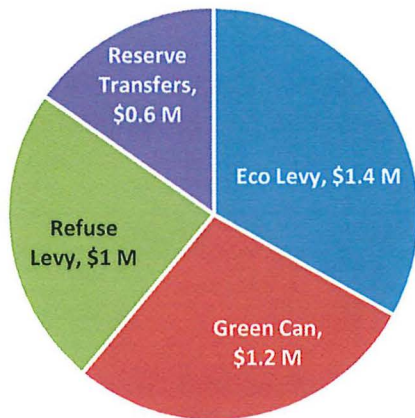
**Attachment 5** provides a summary of the 2023 Sewerage & Drainage Budget.

### **Solid Waste Utility**

CNV's Solid Waste Utility provides for the collection and disposal of residential curbside garbage and the recycling of Green Can materials (yard trimmings and food scraps) from single-family homes and smaller multi-family buildings. It also provides for public realm litter collection (including parks, streetscape, and plazas) and community waste reduction initiatives funded by the Eco Levy.

The proposed overall 2023 Solid Waste Utility budget is \$4.1 million. This Utility's budget is entirely operating expenses.

### Solid Waste Revenue - \$4.1 M



### Solid Waste Expense - \$4.1 M



The proposed 2023 budget represents a \$247,000 increase over 2022 and is primarily driven by increased operational costs from collecting larger volumes of litter. Since the onset of the COVID-19 pandemic, the use of City parks, streetscapes and plazas has increased significantly driving increased litter collection costs funded by the Eco Levy (Multi unit dwelling estimated rate increase of \$0.89). Additional multi-stream refuse and recycling receptacles in the public realm are needed to help manage these increased litter volumes and to support CNV's waste diversion goals.

The increases to Refuse (single unit dwelling increase of \$6) and Green Can (single unit rate dwelling increase of \$12) can be attributed to increased costs from Metro Vancouver, and inflationary increases to CNV costs. Each year, Metro Vancouver establishes the rate or "tipping fee" for materials received at regional Waste and Recycling Centres, with separate rates for garbage and organics (Green Can). The 2023 Metro Vancouver tipping fee for municipal garbage disposal will be \$127 per tonne, representing a \$6 per tonne increase from 2022, while the 2023 tipping fee for municipal organics will be \$110 per tonne, an increase of \$2 per tonne. 2023 projected tipping fees total \$609,000 (\$234,200 and \$374,500 for Refuse and Green Can, respectively), and represent 15% of the Solid Waste Utility annual budget.

In 2011, CNV implemented an Eco Levy so that waste diversion programs are funded by both residential and non-residential sectors. The Eco Levy ensures that CNV's litter program and additional waste diversion initiatives, such as the provision of public realm recycling and the dog waste collection (red bin) program, are managed and funded through CNV's solid waste utility. The use of City parks, streetscapes and plazas increased significantly during the pandemic and the expectation is that this usage will continue. There was approximately 268 tonnes of streetscape and parks litter collected in 2021 representing an increase of approximately 40% from 2020. Additional funding for the Eco Levy program has been used for the associated costs from increased collection of larger volumes of litter, along with a the number of multi-stream refuse and recycling receptacles placed in the public realm. These initiatives will support CNV's waste diversion goals along with continuing to keep parks and streets clean.



Solid Waste Utility revenues are primarily generated by annual per dwelling user fees that vary by type of dwelling and an annual Eco levy based on property assessment values. CNV's Solid Waste Utility also benefits from a reserve generated from past surpluses that has sufficient funds to cover some of the Utility's operating costs.

The 2023 recommended rate increases for Refuse and Green Can are 6.3% and 8.0%, respectively, resulting in overall solid waste fee increases of 6.6% for single unit dwellings.

Single Unit Rates	2022	2023	Change	%
Refuse	\$127.00	\$135.00	\$8.00	6.3%
Green Can	150.00	162.00	12.00	8.0%

Multi unit dwellings are usually responsible for their own Refuse and Green Can disposal through third party entities, and only pay the Eco Levy. CNV's financial modelling assumes that, for 2023, the Eco Levy will be increased by 3.5% to cover increasing operational costs from collecting larger volumes of litter. This recommendation will be formally proposed to Council for consideration when it reviews the recommended 2023 Tax Rate Bylaw in Q2 2023.

**Attachment 6** provides a summary of the 2023 Solid Waste Budget.

#### Solid Waste Management Service Bylaw Review

The provision of solid waste services in the City of North Vancouver operate under the Solid Waste Management Service Bylaw. The current bylaw was adopted in 1997 and has been amended a number of times, with significant changes to services and delivery models. Changes such as the introduction of the Eco Levy, residential Green Can program, bi-weekly garbage collection and Recycle BC's responsibility for residential recycling. Given these many changes, staff are proposing drafting a new Solid Waste bylaw for consideration by Council in 2023. In the interim, proposed bylaw amendments include the annual updates to the rates, and this year some additional updates:

- Clarifying language around container definition and accessible set out
- Residential Green Can tag added to Schedule "C", permitting the set out of more than the current allowed six in total 77 litre Green Cans, bundles or bags. This will allow the occasional additional Green Can, bundle or bag to be set out during heavy collection seasons such as fall and spring. The rate for the additional Green Can tag is proposed at \$6.00.
- Language has been added to the bylaw to clarify that, at the discretion of the City Engineer, garbage and green bin collections services may be provided for multi unit swellings of 24 units or less. This service is currently provided for 146 stratas and 26 rental buildings. This service may not be available to all properties due to operational reasons.
- Updated language identifying materials acceptable for pickup

A full "Track Changes" version of the proposed new Bylaw is included as **Attachment 7**.

## FINANCIAL IMPLICATIONS

To summarize, the proposed 2023 flat rate utility fees by dwelling type are the following:

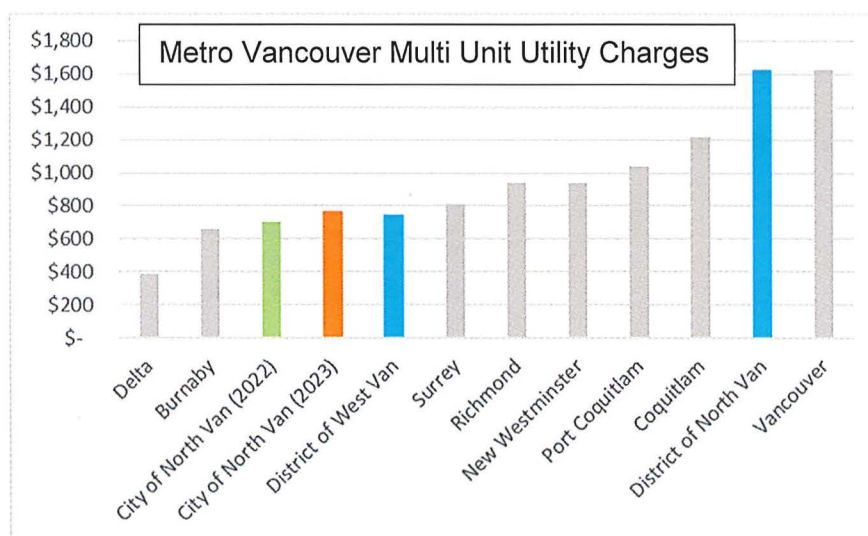
Dwelling Type	2022 Net Flat Rate	2023 Net Flat Rate (proposed)	Net Change \$	Change %
Multi-Unit	\$704.21	\$764.08	\$59.89	8.5%
Single Unit	\$1,472.26	\$1,592.21	\$119.95	8.1%
Duplex	\$1,237.55	\$1,340.11	\$102.56	8.4%

It should be noted that significant regional cost increases are anticipated in the coming years, driven predominately by Metro Vancouver's expanding capital programs. The following table indicates the latest forecasted percentage increases to regional rates over the next four years.

	2023	2024	2025	2026	2027
Bulk Water	2.8%	9.0%	13.8%	12.8%	13.8%
GVS&DD Levy	9.3%	18.0%	34.1%	17.3%	10.2%
Tipping Fees	5.0%	5.5%	5.2%	5.0%	5.4%

While CNV has been planning to buffer the impacts of the NSWWTP coming on-line, if the above increases materialize, it is likely that future CNV Utility rate increases averaging 8%-10% per year will be required in order for CNV to reach the capital renewal and rehabilitation goals.

It should be noted that CNV's utility rates are the lowest on the North Shore and continue to be competitive through the region.



\* A detailed breakdown of utility costs on the North Shore is included in Attachment 1



## INTER-DEPARTMENTAL IMPLICATIONS

This report has been prepared collaboratively by CNV's Finance and EPE departments. It should also be read in conjunction with the information report provided by EPE regarding CNV's Asset Management program. The Leadership Team also reviewed the recommendations for Bylaw amendments (**Attachments 8 and 9**) at its November 13, 2022 meeting.

## STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS

The recommended rates provide the funding to support the following goals and objectives of the 2014 Official Community Plan:

- 8.1.3 Consider stormwater management opportunities in streets, laneways and open spaces where appropriate;
- 8.1.9 Pursue the reduction of waste throughout the full lifecycle of production, consumption, recycling and disposal to achieve local and regional waste management goals;
- 8.2.1 Maintain or improve service levels related to water supply, sewers, transportation, communication and energy infrastructure;
- 8.2.2 Identify and monitor the condition of our infrastructure on a regular basis in order to identify the remaining operational life of individual elements, and to identify and rectify weaknesses before failure, thereby optimizing capital and maintenance program expenditures;

The proposed utility rates also support Council's commitment to being fiscally responsible through rates that balance operational and capital renewal needs with the impact on the ratepayer.

RESPECTFULLY SUBMITTED:



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Larry Sawrenko  
Chief Financial Officer



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Karyn Magnusson  
Director – Engineering, Parks, & Environment

The City of North Vancouver  
Rates and Levies Summary

	2022 **DWV	2022 ***DNV	2022 CNV	2023 CNV	Increase \$ %	
MULTI-UNIT DWELLING						
Flat Rate Water	\$ 320.00	\$ 685.50	\$ 320.00	\$ 343.00		
Multi-Unit Net Water	320.00	685.50	320.00	343.00	23.00	7.2%
Flat Rate Sanitary Sewer	428.00	\$ 650.50	309.00	\$ 342.00		
Multi-Unit Net Sewer	428.00	650.50	309.00	342.00	33.00	10.7%
Storm Drainage Levy (estimate)	19.00	-	49.90	52.90 *	3.00	6.0%
Total Multi Unit Water/Sanitary/Storm	\$ 767.00	\$ 1,336.00	\$ 678.90	\$ 737.90	\$ 59.00	8.7%
Recycling - Multi Unit	-	17.50	-		-	0.0%
Eco Levy (estimate)	53.82		25.30	26.19 *	0.89	3.5%
Total Multi Family Solid Waste	\$ 53.82	\$ 17.50	\$ 25.30	26.19	0.89	3.5%
TOTAL MULTI-UNIT ALL LEVIES	\$ 820.82	\$ 1,353.50	\$ 704.20	\$ 764.08	59.89	8.5%
SINGLE UNIT DWELLING						
Flat Rate Water	\$ 800.00	\$ 804.80	\$ 545.00	\$ 584.00		
Single Unit Net Water	800.00	804.80	545.00	584.00	39.00	7.2%
Flat Rate Sanitary Sewer	839.00	781.80	496.00	\$ 549.00		
Single Unit Net Sewer	839.00	781.80	496.00	549.00	53.00	10.7%
Storm Drainage Levy (estimate)	500.00	-	102.35	108.49 *	6.09	6.0%
Total Single Unit Water/Sanitary/Storm	\$ 2,139.00	\$ 1,586.60	\$ 1,143.35	\$ 1,241.49	\$ 98.09	8.6%
Other Rates						
Refuse	\$ 220.73	\$ 303.00	\$ 127.00	\$ 135.00	8.00	6.3%
Green Can			150.00	\$ 162.00	12.00	8.0%
Recycling - Single Unit	-	24.50	-	\$ -	-	0.0%
Eco Levy (estimate)	53.82		51.90	\$ 53.72 *	1.82	3.5%
Total Single Unit Solid Waste	\$ 274.55	\$ 327.50	\$ 328.90	\$ 350.72	\$ 21.82	6.6%
TOTAL SINGLE UNIT ALL LEVIES	\$ 2,413.55	\$ 1,914.10	\$ 1,472.25	\$ 1,592.21	\$ 119.95	8.1%
DUPLEX Including Infills & Strata SFD)						
Flat Rate Water	\$ 640.00	\$ 685.50	\$ 457.00	\$ 489.00		
Duplex Net Water	640.00	685.50	457.00	489.00	32.00	7.0%
Flat Rate Sanitary Sewer	879.16	\$ 650.50	459.00	\$ 508.00		
Duplex Net Sewer	879.16	650.50	459.00	508.00	49.00	10.7%
Storm Drainage Levy (estimate)	500.00	-	97.24	103.07 *	5.83	6.0%
Total Duplex Water/Sanitary/Storm	\$ 2,019.16	\$ 1,336.00	\$ 1,013.24	\$ 1,100.07	\$ 86.83	8.6%
Other Rates						
Refuse	\$ 220.73	\$ 303.00	85.00	\$ 91.00	6.00	7.1%
Green Can			90.00	98.00	8.00	8.9%
Recycling - Duplex	-	24.50	-	-	-	0.0%
Eco Levy (estimate)	53.82		49.31	51.04 *	1.73	3.5%
Total Duplex Solid Waste	\$ 274.55	\$ 327.50	\$ 224.31	\$ 240.04	\$ 15.73	7.0%
TOTAL DUPLEX ALL LEVIES	\$ 2,293.71	\$ 1,663.50	\$ 1,237.55	\$ 1,340.11	\$ 102.56	8.4%

\* Average storm and eco levy based on average property assessment, plus overall increase for 2022

\*\* DWV is fully metered, therefore the water and sewer rates are estimates based on expected usages

\*\*\* DNV does not have a separate storm drainage levy

# Water Utility

## 2023-2027 WATER CAPITAL PLAN

Project Name	2023	2024	2025	2026	2027	2023-2027	Description
Watermains	3,083,400	3,518,888	5,177,700	2,763,490	2,764,856	17,308,335	Water main construction projects to renew aging mains and upgrades to support growth. Includes expenditures funded with DCCs of \$971,400. Work at 9 locations is planned for 2023.
Water Studies	205,000	95,000	95,000	95,000	75,000	565,000	Annual and intermittent costs associated with utility assessment tools (models and benchmarking studies), along with annual inspection of watermains and external capital and asset management planning.
Drinking Water Fountains and Misting Stations	20,000	-	-	-	-	20,000	Drinking water fountain and misting stations throughout the City
Equipment - Water	15,000	15,000	15,000	15,000	15,000	75,000	Small equipment used for the construction, operation and maintenance of the CNV's Water Utility. This equipment includes water treatment equipment, construction equipment, and tools.
Valves	100,000	100,000	100,000	100,000	100,000	500,000	Water valves that control the movement of water throughout the City and allow water mains to be shut off when there is a water main or water connection break.
Water Meters	160,000	160,000	180,000	180,000	200,000	880,000	Installation of new and replacement of existing water meters throughout the City, which monitor usage.
Pressure Reducing Station Repairs	50,000	50,000	50,000	50,000	50,000	250,000	Capital repairs to pressure reducing stations, which moderate water pressure throughout the City.
Water Sampling Station Repairs	15,000	15,000	15,000	15,000	15,000	75,000	Capital repairs to water sampling stations that are essential to monitoring water quality throughout the City
Hydrant Installations	25,000	25,000	25,000	25,000	25,000	125,000	Capital repairs to fire hydrants throughout the City when either damaged or needing replacement due to age or condition.
Connection Replacements	200,000	200,000	200,000	200,000	200,000	1,000,000	Replacement of water connections to residents and businesses throughout the City.
Trench Restoration for Mainline work	50,000	50,000	50,000	50,000	50,000	250,000	Restoration of trenches post completion of waterworks throughout the City.
Redundant Watermain Decommissioning	75,000	75,000	75,000	75,000	75,000	375,000	Decommissioning of redundant water mains throughout the City which have either been replaced or are superfluous to future need.
Backflow Prevention IPS Implementation	250,000	150,000	-	-	-	400,000	Backflow prevention from commercial properties is vital to the health and safety of our drinking water. This project will improve the regulation of backflow prevention devices in commercial properties by improving CNV's use of IPS.
Utilities Project Management	75,000	75,000	75,000	-	-	225,000	Dedicated Project Management is needed to deliver utility projects in an efficient and cost effective manner.
Hydro Vacuum Excavation and Flushing Truck	-	240,000	-	-	-	240,000	A new fleet vehicle that will be used primarily in utility excavations and pipe flushing reduces risk to underground assets when excavating and facilitates best practice utility asset management by conducting routine flushing of all types of utility service pipes. Total cost of \$800,000 shared between the Water and Sewer & Drainage Utilities.
<b>TOTAL</b>	<b>4,323,400</b>	<b>4,768,888</b>	<b>6,057,700</b>	<b>3,568,490</b>	<b>3,569,856</b>	<b>22,288,335</b>	

## 2023 WATER BUDGET

Programs	2022 Annual Budget	2023 Annual Budget	Variance 2022 to 2023	% Variance	Notes
<b>WATER REVENUE</b>					
FLAT RATE SALES	8,683,116	9,522,672	839,556		Consistent with proposed rate increase
METERED SALES	4,776,019	5,185,614	409,595		Consistent with proposed rate increase
PENALTIES FLAT RATE	14,900	15,400	500		
TRANSFER FROM DNV	157,400	162,900	5,500		
<b>Water Admin</b>	<b>13,631,436</b>	<b>14,886,585</b>	<b>1,255,150</b>	<b>9.2%</b>	
<b>Water Operations</b>	<b>695,800</b>	<b>791,100</b>	<b>95,300</b>	<b>13.7%</b>	Fees for Connection and Severance
<b>Transfers from Reserve</b>	<b>0</b>	<b>700,000</b>	<b>700,000</b>		Use of capital reserves for significant projects in 2023
<b>Total Water Revenue</b>	<b>14,327,236</b>	<b>16,377,685</b>	<b>2,050,450</b>	<b>14.3%</b>	
<b>WATER EXPENSES</b>					
WATER PURCHASES	7,759,400	8,235,520	476,120		Metro Vancouver rate increase of 3%
WAGES AND BENEFITS	1,430,150	1,519,460	89,310		
GOODS AND SUPPLIES	79,100	81,050	1,960		
SERVICES	211,220	328,935	117,715		
FINANCIAL SERVICES	915,180	1,020,654	105,474		
<b>Water Operating</b>	<b>10,395,050</b>	<b>11,185,619</b>	<b>790,569</b>	<b>7.6%</b>	
TRANSFER TO CAPITAL	2,441,000	4,124,400	1,683,400		New projects indenfited through Asset Management studies
THIRD PARTY CONNECTIONS	564,100	655,200	91,100		
OTHER TRANSFERS					Transfers to reserves in 2023 to establish contingencies for Capex and extreme weather
	927,086	412,466	-514,620		
<b>Transfers to Reserves</b>	<b>3,932,186</b>	<b>5,192,066</b>	<b>1,259,880</b>	<b>32.0%</b>	
<b>Total Water Expenses</b>	<b>14,327,236</b>	<b>16,377,685</b>	<b>2,050,449</b>	<b>14.3%</b>	



# Sewer and Drainage Utility

## 2023-2027 SEWER & DRAINAGE CAPITAL PLAN

Project Name	2023	2024	2025	2026	2027	2023-2027	Description
<b>Sanitary Sewer Capital Projects</b>							
Sewer Mains	525,000	175,000	925,000	527,000	461,500	2,613,500	Sewer main construction projects to renew aging mains and upgrades to support growth. Includes expenditures funded with DCCs of \$538,800. Work at 4 locations is planned for 2023.
Sewer Utility Pump Station - Major Upgrades	250,000	500,000	250,000	50,000	50,000	1,100,000	Major upgrades required to facilitate a resilient sanitary sewer network. Pump stations are required to enable wastewater to flow to sewer treatment facilities. Planned projects include upgrades to the Loutet pump station and preliminary work on the Bewicke pump station.
Sewer Utility Studies	150,000	150,000	150,000	150,000	220,000	820,000	Annual and intermittent costs associated with utility assessment tools (models and benchmarking studies), along with annual inspection of sewers and asset management planning.
Flow Monitoring Stations	100,000	60,000	60,000	60,000	60,000	340,000	Installation of new flow monitoring stations throughout the City, which help to monitor sanitary flows and verify modelling with the goal of reducing Infiltration and Inflow in CNV's Sanitary System.
Equipment - Sewers	20,000	20,000	20,000	20,000	20,000	100,000	Small equipment purchases used for construction, operation and maintenance of CNV's Sewers Utility. This equipment includes, but is not limited to, testing equipment, construction equipment, and tools.
Sanitary Manholes	35,000	35,000	40,000	40,000	40,000	190,000	Installation of new, and the replacement and upgrade of existing, sanitary man holes throughout the City. These facilitate inspection and maintenance of CNV's storm sewers network.
Sanitary Inspection Chambers and Connections	100,000	100,000	100,000	100,000	100,000	500,000	The installation of inspection chambers and the repair of existing sanitary connections in the City. These facilitate the movement of sanitary waste water from premises to sanitary mains.
Trench Restoration for Mainline work	50,000	50,000	50,000	50,000	50,000	250,000	The restoration of trenches post completion of Sanitary Works throughout the City
Sanitary Sewer Private Side Inflow & Infiltration Management	200,000	350,000	350,000	350,000	350,000	1,600,000	Repair of private side sanitary connections to minimise the occurrence of Inflow and Infiltration
Hydro Vacuum Excavation and Flushing Truck	-	280,000	-	-	-	280,000	A new fleet vehicle that will be used primarily in utility excavations and pipe flushing reduces risk to underground assets when excavating and facilitates best practice utility asset management by conducting routine flushing of all types of utility service pipes. Total cost of \$800,000 shared between the Water and Sewer & Drainage Utilities.
Utilities Project Management	37,500	37,500	37,500	-	-	112,500	Dedicated Project Management is needed to deliver utility projects in an efficient and cost effective manner.
<b>Total Sanitary Sewer Projects</b>	<b>1,467,500</b>	<b>1,757,500</b>	<b>1,982,500</b>	<b>1,347,000</b>	<b>1,351,500</b>	<b>7,906,000</b>	
<b>Storm Drainage Capital Projects</b>							
Storm Utility Main Replacement	600,000	150,000	500,000	565,000	540,000	2,355,000	A storm main construction project to renew aging mains and upgrades to accommodate growth and the effects of climate change. Includes DCC funding of \$143,700. One project is planned for 2023
Stormwater Treatment Facilities	225,000	250,000	250,000	275,000	300,000	1,300,000	An upgrade to improve receiving water health by treating water before it enters receiving bodies. Includes projects to improve existing outfalls and offset the effects of development.
Storm Utility Studies	140,000	185,000	140,000	190,000	140,000	795,000	Annual and intermittent costs associated with utility assessment tools (models and benchmarking studies), along with annual inspection of storm sewers and asset management planning.
Flow Monitoring Stations	100,000	60,000	60,000	60,000	60,000	340,000	The installation of new storm flow monitoring stations throughout the City, which help to monitor flows and verify modelling.
Catch Basins	52,000	53,000	54,000	55,000	56,000	270,000	The installation of new, and the replacement and upgrade of existing, catch basins throughout the City. These capture road water run off and direct it into CNV's storm system.
Manhole Installations	30,000	30,000	30,000	30,000	30,000	150,000	The installation of new, and the replacement and upgrade of existing, storm manholes throughout the City. These manholes facilitate inspection and maintenance of CNV's storm sewers network.
City Wide Culvert Replace and Rehabilitation	50,000	75,000	75,000	50,000	150,000	400,000	The assessment, maintenance, repair, and replacement of existing large diameter storm culverts. These culverts typically convey streams and creeks under roadways and public spaces.
Storm Infill	375,000	365,000	395,000	460,000	400,000	1,995,000	Construction of new storm sewers in areas that are not currently serviced. These areas may have historically relied on open ditches, or shallow perforated pipe/ drain tile which does not meet current servicing needs. Typical projects are prioritized to coordinate with private property development on lots that are not serviced by the storm sewer system.

## Sewer and Drainage Utility

Project Name	2023	2024	2025	2026	2027	2023-2027	Description
Storm Water Quality Infrastructure	200,000	225,000	225,000	250,000	250,000	1,150,000	New rain gardens and other infrastructure that improves the quality of storm water runoff.
Stream Environmental Enhancement	100,000	100,000	60,000	40,000	-	300,000	CNV utilizes the natural creeks and Burrard inlet as part of the drainage system, draining all surface water from private properties, public roadways, and public spaces to the natural habitat utilized by all aquatic species. As part of CNV's ISMP, all CNV projects in and around streams should improve local fish habitat and passage. This project delivers those improvements.
Creek Hazard Management	50,000	50,000	50,000	50,000	50,000	250,000	The drainage utility is the primary source of funds for dealing with the City's natural creeks and associated steep slopes along the ravines. On-going monitoring, intermittent technical assessments, and physical works are required to manage the hazards such as slope stability, erosion, and localized creek related flooding. Typical tasks include geotechnical and hydrotechnical assessments as well as slope stabization and erosion protection works. Regular annual funding is required for on-going monitoring and to address localized issues as they arise.
Trench Restoration for Mainline work	100,000	50,000	50,000	50,000	55,000	305,000	The restoration of trenches post completion of Storm Works throughout the city.
Storm Inspection Chambers and Connections	53,000	54,000	55,000	56,000	57,000	275,000	The installation of inspection chambers and the repair of existing storm connections in the City. These facilitate the movement of storm water from premises to storm mains.
Driveway Culverts	15,000	15,000	15,000	15,000	15,000	75,000	The repair and replacement of existing driveway culverts in the City.
Utilities Project Management	37,500	37,500	37,500	-	-	112,500	Dedicated Project Management is needed to deliver utility projects in an efficient and cost effective manner.
Hydro Vacuum Excavation and Flushing Truck	-	280,000	-	-	-	280,000	A new fleet vehicle that will be used primarily in utility excavations and pipe flushing reduces risk to underground assets when excavating and facilitates best practice utility asset management by conducting routine flushing of all types of utility service pipes. Total cost of \$800,000 shared between the Water and Sewer & Drainage Utilities.
<b>Total Storm Drainage Projects</b>	<b>2,127,500</b>	<b>1,979,500</b>	<b>1,996,500</b>	<b>2,146,000</b>	<b>2,103,000</b>	<b>10,352,500</b>	
<b>TOTAL</b>	<b>3,595,000</b>	<b>3,737,000</b>	<b>3,979,000</b>	<b>3,493,000</b>	<b>3,454,500</b>	<b>18,258,500</b>	

## 2023 SEWERAGE AND DRAINAGE BUDGET

Programs	2022 Annual Budget	2023 Annual Budget	Variance 2022 to 2023	% Variance	Notes
<b>SEWER AND DRAINAGE REVENUES</b>					
FLAT RATE SALES	8,265,766	9,365,990	1,100,224		Consistent with proposed rate increase and increased number of units
METERED SALES	3,602,832	4,325,911	723,079		Consistent with proposed rate increase and increased number of units
CONNECTION/SEVERANCE FEES	515,800	374,700	-141,100		
OTHER	26,400	27,200	800		
<b>Sanitary Revenue</b>	<b>12,410,798</b>	<b>14,093,801</b>	<b>1,683,003</b>	<b>13.6%</b>	
DRAINAGE LEVY	2,630,500	2,788,300	157,800		
CONNECTION/SEVERANCE FEES	612,500	876,800	264,300		
<b>Drainage Revenue</b>	<b>3,243,000</b>	<b>3,665,100</b>	<b>422,100</b>	<b>13.0%</b>	
<b>Sub-Total Operating Revenues</b>	<b>15,653,798</b>	<b>17,758,901</b>	<b>2,105,103</b>	<b>13.4%</b>	
<b>Reserve Transfers</b>	<b>254,925</b>	<b>165,875</b>	<b>-89,050</b>	<b>-34.9%</b>	
<b>Total Sewer and Drainage Revenue</b>	<b>15,908,723</b>	<b>17,924,776</b>	<b>2,016,053</b>	<b>12.7%</b>	
<b>SEWER AND DRAINAGE EXPENSES</b>					
GVS&DD LEVY	7,971,747	8,721,567	749,820		9.3% GVS&DD Sewer levy increase
WAGES AND BENEFITS	630,137	701,910	71,773		
GOODS AND SUPPLIES	26,795	25,430	-1,365		
SERVICE EXPENSES AND FEES	272,517	206,190	-66,327		
FINANCIAL SERVICES	571,751	670,020	98,269		
<b>Sanitary Expenses</b>	<b>9,472,947</b>	<b>10,325,117</b>	<b>852,170</b>	<b>9.0%</b>	
WAGES AND BENEFITS	735,960	739,240	3,280		
GOODS AND SUPPLIES	41,486	42,580	1,094		
SERVICES	280,663	222,461	-58,202		
FINANCIAL SERVICES	377,991	436,569	58,578		
<b>Drainage Expenses</b>	<b>1,436,100</b>	<b>1,440,850</b>	<b>4,750</b>	<b>0.3%</b>	
<b>Sub-Total Operating Expenses</b>	<b>10,909,047</b>	<b>11,765,967</b>	<b>856,920</b>	<b>7.9%</b>	
TRANSFER TO CAPITAL	3,114,000	3,311,000	197,000		Planned increase for replacement of aging infrastructure
THIRD PARTY CONNECTIONS	1,024,100	1,142,100	118,000		
RESERVE FOR FUTURE EXPENDITURES	800,000	1,000,000	200,000		Reserve contribution for NSW WTP
OTHER TRANSFERS	61,576	705,709	644,133		Rate smoothing and to establish contingencies for Capex and extreme weather
<b>Reserve Transfers</b>	<b>4,999,676</b>	<b>6,158,809</b>	<b>1,159,133</b>	<b>23.2%</b>	
<b>Total Sewer and Drainage Expenses</b>	<b>15,908,723</b>	<b>17,924,776</b>	<b>2,016,053</b>	<b>12.7%</b>	

## 2023 SOLID WASTE BUDGET

Programs	2022 Annual Budget	2023 Annual Budget	Variance 2022 to 2023	% Variance	Notes
<b>SOLID WASTE REVENUE</b>					
<b>Green Can</b>	<b>1,043,400</b>	<b>1,138,300</b>	<b>94,900</b>	<b>9.1%</b>	Consistent with proposed rate increase
REFUSE TAGS COMMERCIAL	3,500	3,500	0		
REFUSE TAGS RESIDENTIAL	9,000	9,000	0		
REFUSE LEVY	899,300	965,600	66,300		
<b>Refuse</b>	<b>911,800</b>	<b>978,100</b>	<b>66,300</b>	<b>7.3%</b>	Consistent with proposed rate increase
<b>Eco Levy</b>	<b>1,309,300</b>	<b>1,355,100</b>	<b>45,800</b>	<b>3.5%</b>	Consistent with proposed rate increase
<b>Reserve Transfers</b>	<b>585,900</b>	<b>626,000</b>	<b>40,100</b>	<b>6.8%</b>	Reserves used to smooth rate increases
<b>Total Solid Waste Revenue</b>	<b>3,850,400</b>	<b>4,097,500</b>	<b>247,100</b>	<b>6.4%</b>	
<b>SOLID WASTE EXPENSES</b>					
WAGES AND BENEFITS	498,193	578,000	79,807		Inflationary impact and additional services
GOODS AND SUPPLIES	61,220	48,300	-12,920		
SERVICES	384,000	441,500	57,500		Metro Vancouver tipping fees increases of 2% and increased volume
FINANCIAL SERVICES	366,837	415,100	48,263		
<b>Green Can</b>	<b>1,310,250</b>	<b>1,482,900</b>	<b>172,650</b>	<b>13.2%</b>	
WAGES AND BENEFITS	470,580	456,000	-14,580		Inflationary impact and additional services
GOODS AND SUPPLIES	2,000	2,000	0		
SERVICES	206,000	243,200	37,200		Metro Vancouver tipping fees increases of 5% and increased volume
FINANCIAL SERVICES	390,170	403,500	13,330		
<b>Refuse</b>	<b>1,068,750</b>	<b>1,104,700</b>	<b>35,950</b>	<b>3.4%</b>	
WAGES AND BENEFITS	1,007,250	1,080,860	73,610		Increased public realm litter collection
GOODS AND SUPPLIES	183,733	123,300	-60,433		
SERVICES	117,347	145,220	27,873		
FINANCIAL SERVICES	163,070	160,520	-2,550		
<b>Eco Levy Programs</b>	<b>1,471,400</b>	<b>1,509,900</b>	<b>38,500</b>	<b>2.6%</b>	
<b>Total Solid Waste Expenses</b>	<b>3,850,400</b>	<b>4,097,500</b>	<b>247,100</b>	<b>6.4%</b>	



**THE CORPORATION OF THE CITY OF NORTH VANCOUVER**

**“Solid Waste Management Service Bylaw,  
1997, No. 6920”**

**CONSOLIDATED FOR CONVENIENCE – JANUARY 1, 2022**

Amendment Bylaw, 1998, No. 6985	Schedule A
Amendment Bylaw, 1998, No. 6995	Schedule A
Amendment Bylaw, 1998, No. 7079	Schedule A
Amendment Bylaw, 1999, No. 7176	Schedule A
Amendment Bylaw, 2000, No. 7248	Schedule E
Amendment Bylaw, 2000, No. 7279	Schedule A
Amendment Bylaw, 2001, No. 7355	Schedule A
Amendment Bylaw, 2002, No. 7452	Schedule A
Amendment Bylaw, 2003, No. 7544	Schedule A
Amendment Bylaw, 2004, No. 7645	Schedule A
Amendment Bylaw, 2005, No. 7735	Schedule A
Amendment Bylaw, 2006, No. 7819	Part 3, Section 301, Part 9 Section 901
Amendment Bylaw, 2006, No. 7828	Schedule A
Amendment Bylaw, 2007, No. 7885	Yard Trimmings and Housekeeping
Amendment Bylaw, 2007, No. 7886	Schedule A
Amendment Bylaw, 2008, No. 7968	Schedule A
Amendment Bylaw, 2009, No. 8043	Schedule A
Amendment Bylaw, 2010, No. 8118	Schedule A and Housekeeping
Amendment Bylaw, 2011, No. 8193	Schedule A
Amendment Bylaw, 2012, No. 8266	Schedule A
Amendment Bylaw, 2013, No. 8332	Part 3, Section 301, Schedule A and F
Amendment Bylaw, 2014, No. 8403	Schedule A
Amendment Bylaw, 2015, No. 8419	Increase Organics Diversion in Multi-Family Sector
Amendment Bylaw, 2015, No. 8453	Schedule A
Amendment Bylaw, 2016, No. 8528	Schedule A
Amendment Bylaw, 2017, No. 8593	Schedule A
Amendment Bylaw, 2018, No. 8687	Schedule A
Amendment Bylaw, 2019, No. 8741	Sections 704 & 705, Schedules A & B
Amendment Bylaw, 2020, No. 8813	Parts 3, 5, 6, 7, 8, Schedules A, B, C, D, E
Amendment Bylaw, 2021, No. 8891	Schedules A and B

**THE CORPORATION OF THE CITY OF NORTH VANCOUVER**

**BYLAW NO. 6920**

**A Bylaw to provide for the operation of a Solid Waste Management Service.**

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

**PART 1 – TABLE OF CONTENTS**

**101 This Bylaw, for purposes of convenience only, is divided into the following parts:**

<b>Part</b>	<b>Title</b>
1	Table of Contents
2	Title
3	Interpretation
4	DELETED
5	Collection of Garbage and Commercial Garbage
6	Collection of Yard Trimmings and Food Scraps
7	Containers
8	Requirement for Payment
9	Enforcement of Bylaw
10	Repeal and Enactment
11	Schedules
	A – Schedule of User Charges for Solid Waste Management Service
	B – Garbage Information Tag
	C – Residential Garbage Tag
	D – Recyclable Materials Collected by the Solid Waste Management Service
	E – Unacceptable Materials for Garbage Collection

**PART 2 – TITLE**

**201 Short Title**

1. This Bylaw may be cited for all purposes as “**Solid Waste Management Service Bylaw, 1997, No. 6920**”.

**PART 3 – INTERPRETATION**

**301 Definitions**

“Bylaw Officer” means the person(s) appointed by the Council to act in the capacity as City Bylaw Enforcement Officer, Property Use Inspector or Peace Officer.

“City Engineer” means the person holding the office of City Engineer or their duly authorized representative.

“City” means The Corporation of the City of North Vancouver.

“Collector” means a person who is contracted, employed or appointed by the City or by a Generator to collect and remove recyclable materials.



"Commercial Garbage" means any and all accumulations of:

- (a) abandoned materials resulting from the operation of a trade or business, including but not limited to, boxes and packing cases, wrapping material, sweepings, and
- (b) all flammable materials of a like nature other than garbage.

"Commercial Premise(s)" means any real property which contains, singly or in combination, warehouses, factories, storage yards, stores, cafes, wholesale or retail businesses, office suites, schools, hospitals and personal care facilities, churches, government and community buildings and any building, other than a single or multi family dwelling where a single garbage pickup is provided by the City service and each commercial, industrial or institutional operation within a single parcel of real property shall be considered a separate commercial premise where individual garbage pickup in respect of that specific establishment is provided by the City service.

"Construction and Demolition Waste" means materials including, but not limited to: wood, metals, plastics, cement, lumber, drywall, gyproc, and garbage generated during the construction, renovation or demolition of a dwelling unit or commercial premise but does not include rock and soil.

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

"Director of Finance" means the person holding the office of Director of Finance or their duly authorized representative.

"Dwelling Unit" means one or more habitable rooms for residential accommodation and contains or provides for only one cooking facility or set of cooking facilities.

"Food Scraps" means all food scraps (fruits, vegetables, meat, fish, bones and plate scrapings), food-soiled paper (paper towels, napkins and pizza boxes) and yard trimmings (grass clippings, leaves, small trimmings, plants and flowers); but does not include liquid oils not combined with food, grease, diapers, animal carcasses, plastic, including biodegradable or compostable plastic, and pet waste. *[Bylaw 8332, December 9, 2013]*

"Garbage Collection" means the system of collection and disposal of garbage. *[Bylaw 8813, December 14, 2020]*

"Garbage Container" means galvanized iron or plastic receptacles and/or plastic bags with watertight covers or seals specifically manufactured for the containment of garbage, as defined in Part 7.

"Garbage" means any and all accumulations of general rubbish, ash, or discarded materials normally associated with residential use, but specifically excluding liquids and semi-fluids, Recyclable Materials, Construction and Demolition Waste, Yard Trimmings, Food Scraps, rock, soil, and materials set out in Schedule "F" attached to this Bylaw. *[Bylaw 8419, June 15, 2015]*

"Generator" means a person who generates recyclable material or who, on that person's behalf, place recyclable materials in a recycling container or otherwise puts out recyclable material for collection by a Collector.

"Green Can" means food scraps and yard trimmings. [Bylaw 8332, December 9, 2013]

"Hazardous Waste" means waste which is radioactive, toxic, pathogenic, corrosive, explosive or in any way dangerous to persons receiving or handling it.

"Highway" means a highway as defined in the *Municipal Act*, R.S.B.C. 1979, c.290 (includes a lane).

"Owner" means the Owner as defined in the Land Title Act or an agent acting on his behalf, including any person occupying the property with the permission of the Owner.

"Recyclable Materials" means any products, goods or things described in Schedule "E" attached to this Bylaw.

"Recycling Depot" means a facility owned, operated or used by the City for the receipt of recyclable materials.

"Recycling Program" means the system of collection, processing and marketing of recyclable materials operated by the City.

"Solid Waste" means "commercial garbage", "garbage", "food scraps", "yard trimmings" and "recyclable materials". [Bylaw 8332, December 9, 2013]

"Standard Residential Service" means a maximum number of containers collected per dwelling unit on a weekly basis as set out in Schedule "A" attached to this Bylaw.

"Transfer Station" means the facility operated by the Greater Vancouver Regional District (GVRD) for the transfer of waste collected on the North Shore to other GVRD facilities.

"User" means any owner or occupier of a residential or commercial premise whose garbage and/or recycling material is collected under the Solid Waste Management Service Bylaw.

"Yard Trimmings" means weeds, leaves, grass cuttings, and tree, plant or shrubbery cuttings.

"Yard Trimmings Container" means any container approved by the City to store yard trimmings, including kraft yard bags especially designed for yard trimmings collection, a rigid plastic or galvanized metal can with a green can decal applied, or a securely tied bundle. [Bylaw 8332, December 9, 2013]

#### **PART 4 – DELETED** [Bylaw 7885, October 15, 2007]

#### **PART 5 – COLLECTION OF GARBAGE AND COMMERCIAL GARBAGE**

##### **501 Use of the Solid Waste Management Service**

1. ~~4.~~ Every owner or resident of a dwelling unit, whether or not occupied, shall pay for the Garbage Collection Service in accordance with Schedule "A" attached to this Bylaw.
2. Garbage collection service provided for properties with nine units or less. At the discretion of the City Engineer, service may or may not be provided within this requirement due to operational reasons. The City Engineer may also choose to

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~~provide service to properties with greater than nine units should it be deemed to be operationally feasible and cost effective. The City Engineer may also choose to provide service to properties with greater than twenty four units should it be deemed to be operationally feasible and cost effective.~~

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32. Every owner or resident shall be responsible for the lawful disposal of any materials not considered garbage due to its nature, size or weight by the limitations established in this Bylaw.

43. An owner or resident of a dwelling unit within a multi-family complex may utilize the service of a private commercial bulk garbage container contractor, provided that the City Engineer be so advised in writing and provided that such containers be situated on private property in a location satisfactory to the City Engineer and are in accordance with the Zoning Bylaw. At no time shall containers be placed on or encroach upon or project over any highway.

## **502 Frequency of Service**

1. The City will endeavour to collect Garbage every other week. The City Engineer may establish and alter the frequency that collections of Garbage are made from Residential and Commercial premises. *[Bylaw 8419, June 15, 2015]*

## **503 Standard Residential Garbage Collection Service**

1. All residential users of the Solid Waste Management Service are entitled to the standard residential service for the collection and disposal of Garbage at a cost as set out in Schedule "A" attached to this Bylaw. *[Bylaw 8419, June 15, 2015]*
2. All garbage put out for collection in excess of the standard residential service will require the attachment of a Residential Garbage Tag, as set out in Schedule "C" attached to this Bylaw, and in accordance with the fees set out in Schedule "A" attached to this Bylaw, which will permit the garbage container to be picked up from a dwelling unit even though the garbage container limit has been reached by that dwelling unit.
3. All Garbage put out for collection and not collected will be marked with a Garbage Information Tag in accordance with Schedule "B" attached to this Bylaw.

## **504 DELETED** *[Bylaw 8813, December 14, 2020]*

## **505 Acceptable Materials for Collection**

1. The following is acceptable for Garbage Collection when it is properly contained pursuant to Section 701 of this Bylaw: *[Bylaw 8419, June 15, 2015]*
  - (a) Garbage as defined in Section 301.14 of this Bylaw. *[Bylaw 8419, June 15, 2015]*

## **506 Unacceptable Materials for Garbage Collection**

1. Materials set out in Schedule "F" attached to this Bylaw.

## 507 Ownership of Materials

1. Once containers for solid waste are placed out to be emptied by the Solid Waste Management Service, then those contents which comply with this Bylaw are the property of the City.
2. No person shall remove, take or convert for his/her own use, recyclable material placed in a recycling container or otherwise put out for collection except:
  - (a) The Generator of the recyclable materials; or
  - (b) A Collector

## PART 6 – COLLECTION OF YARD TRIMMINGS AND FOOD SCRAPS

**601 DELETED** [Bylaw 8813, December 14, 2020]

**602 DELETED** [Bylaw 8813, December 14, 2020]

**603 DELETED** [Bylaw 8813, December 14, 2020]

**604 DELETED** [Bylaw 7885, October 15, 2007]

## 605 Use of the Green Can (Yard Trimmings and Food Scraps) Collection Program

1. Every owner or resident of a dwelling unit, whether or not occupied, shall pay for the Green Can (Yard Trimmings and Food Scraps) collection service in accordance with Schedule "A" attached to this Bylaw.
2. Green Can collection service provided for properties with twenty-four units or less. At the discretion of the City Engineer, service may or may not be provided within this requirement due to operational reasons. The City Engineer may also choose to provide service to properties with greater than nine units should it be deemed to be operationally feasible and cost effective.
32. An owner or resident of a dwelling unit within a multi-family complex may utilize the service of a private commercial organics (Food Scraps and Yard Trimmings) collection contractor, provided that the City Engineer be so advised in writing and provided that materials are taken to an approved commercial composting facility regulated under the B.C. Environmental Management Act. Where use of a private commercial organics collection contractor is approved by the City Engineer, the Schedule "A" Green Can Collection services fees would not apply.
3. If section 605.32 applies to a multi-family dwelling, the occupiers, owner, or strata corporation must:
  - (a) Ensure that Food Scraps and Yard Trimmings collection containers are situated on private property in a location satisfactory to the City Engineer and are in accordance with the Zoning Bylaw. At no time shall containers be placed on or encroach upon or project over any highway;

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- (b) Ensure that a sufficient number of collection containers are provided for the multi-family property, to the satisfaction of the City Engineer;
- (c) Ensure that Food Scraps and Yard Trimmings collection occurs at minimum on a weekly basis;
- (d) Ensure that collection containers display appropriate signage and that collection containers and any associated surfaces or enclosures are kept tidy and cleaned on a regular basis, to the satisfaction of the City Engineer.

#### 606 Frequency of Service

1. The City will endeavor to collect Yard Trimmings and Food Scraps weekly. The City Engineer may establish and alter the frequency that collections are made.

#### 607 Acceptable Materials for Green Can Service

1. Yard Trimmings as defined in Section 301.28 of this Bylaw, and Food Scraps as defined in Section 301.11 of this Bylaw.

### PART 7 – CONTAINERS

#### 701 Garbage Containers

1. All users of the garbage collection service shall use a garbage container which meets the following requirements:
  - (a) ~~galvanized iron or plastic receptacles shall have the capacity of not more than 77 litres; a covered receptacle, metal or plastic which shall be cylindrical, watertight, with a fitted and non-hinged lid, and have a capacity of not more than 77 litres;~~
  - (b) ~~plastic bags shall be sealed with wire or plastic ties and shall have a capacity of not more than 77 litres; and~~
  - (be) bulk garbage container means a steel container, which is designed and constructed so as to meet the requirements of this bylaw for such containers.
2. All users of the garbage collection service shall use a sufficient number of garbage containers to contain all their garbage.
3. When full, a garbage container shall not weigh in excess of twenty (20) kilograms.
4. No liquids or free water shall be put or placed in or allowed to run into or accumulate in any garbage container or bulk garbage container. All garbage and bulk garbage containers shall at all times be kept clean and in a sanitary condition, and of sufficient strength and design to prevent access to, or disturbance of, the contents by *domestic or wild animals, birds, rodents or other pests*.

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**702 DELETED** *[Bylaw 8813, December 14, 2020]*



### 703 Yard Trimmings and Food Scrap Containers [Bylaw 8419, June 15, 2015]

1. All users of the Yard Trimmings and Food Scraps collection service must ensure that Yard Trimmings and Food Scraps must be in one of the following types of containers:
  - (a) ~~a covered receptacle which shall be cylindrical, watertight, metal or plastic, and have a capacity of not more than 77 litres, the contents of which may not exceed a weight of twenty (20) kilograms~~ a covered receptacle, metal or plastic which shall be cylindrical, watertight, with a fitted and non-hinged lid, and have a capacity of not more than 77 litres, the contents of which may not exceed a weight of twenty (20) kilograms;
  - (b) another type of waste receptacle approved by the City Engineer;
  - (c) twigs and branches tied using garden string or twine in bundles of not more than 0.9 metres in length and 30 centimetres in diameter; or
  - (d) grass clippings, leaves, small trimmings, plants and flowers secured in kraft bags, the contents of which may not exceed a weight of twenty (20) kilograms.

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### 704 Location and Placement of Containers

1. All users of the Solid Waste Management Service shall ensure that containers for garbage, yard trimmings, food scraps, and recyclable materials are:
  - (a) Stored on private property in such a manner that they do not rest on, encroach upon or project over any highway (which includes streets, lanes, and boulevards) or other public place and do not impede or endanger vehicle or pedestrian traffic on any street or other public place;
  - (b) Placed at the property line, at the level of the adjacent lane, or if no lane exists, the adjoining street at the curb or pavement area, clear of the traveled pavement area, no earlier than 5:30 a.m. and no later than 7:30 a.m. on the designated collection day, and returned to private property by no later than 9:00 p.m. the same day.

[Bylaw 8741, December 9, 2019]

- (c) Set out containers in an accessible and correct location satisfactory to the City Engineer and are in accordance with the Zoning Bylaw.

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### 705 Maintenance of Containers and Enclosures

1. Any enclosures for the storage of garbage, yard trimmings and or recyclable material containers shall be located within private property, built to comply with the Building Bylaw, and prevent access by domestic or wild animals, birds, rodents or other pests;
2. All garbage containers and bulk garbage containers for household garbage, commercial garbage, yard trimmings, food scraps, and or recyclable materials,

and any enclosure used to store the containers shall be stored in a tidy manner on private property, and maintained in good condition. The City Engineer may identify containers or enclosure which are unfit for their purpose and inform the Owner that the containers or enclosures shall no longer be used. Each Owner of a container or enclosure so identified shall forthwith replace, modify, or repair the container to the satisfaction of the City Engineer.

*[Bylaw 8741, December 9, 2019]*

## **PART 8 – REQUIREMENT FOR PAYMENT**

### **801 Rates**

1. The Owners of residences containing or consisting of not more than one dwelling unit, and single family dwellings with additional dwelling units shall be charged a rate for the Standard Residential Service as set out in Schedule “A” attached to this Bylaw.
2. The Owners of dwelling units within a multi-family complex using the Standard Residential Service shall be charged for each dwelling unit in accordance with Schedule “A” attached to this Bylaw.
3. DELETED *[Bylaw 8813, December 14, 2020]*
4. ~~The Owners of residences containing or consisting of not more than one dwelling unit and single family dwellings with additional dwelling units shall be charged a rate for collection of recyclable materials as set out in Schedule “A” attached to this Bylaw.~~
5. ~~The Owners of dwelling units within a multi-family complex shall be charged for each dwelling unit at the rate for collection of recyclable materials as set out in Schedule “A” attached to this Bylaw.~~
6. The Owners of dwelling units within a multi-family complex using Green Can Service (Yard Trimmings and Food Scraps Collection) shall be charged for each dwelling unit at the rate for Green Can Service as set out in Schedule “A” attached to this Bylaw. *[Bylaw 8419, June 15, 2015]*

### **802 Payment**

1. The Owner of a dwelling unit shall pay to the City, the rates set out in Section 801 and Schedule “A”. Rates shall be due and payable as specified from time to time by the Director of Finance.

## **PART 9 – ENFORCEMENT OF BYLAW**

- 901 1. All materials or containers which contravene this Bylaw will not be collected or emptied, and employees of the Solid Waste Utility Management Service will leave a Garbage Information Tag substantially in the form of Schedule “B” which explains the nature of the contravention of this Bylaw.
2. The City Engineer and his assistants and any other City official appointed to administer or enforce the provisions of this Bylaw are hereby authorized to enter

at all reasonable times upon any property or premises, to ascertain whether the regulations or directions herein, are being obeyed.

3. It shall be unlawful for any person to prevent, obstruct or seek to or attempt to prevent or obstruct any aforesaid officials in, or from the carrying out of, any official duties under this Bylaw.
4. Every person who offends against or violates any of the provisions of this Bylaw or who suffers or permits any act or thing to be done in contravention 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, shall be deemed to be guilty of an infraction of this Bylaw, and, upon conviction thereof, shall be liable to a fine not exceeding two thousand dollars (\$2,000.00) nor less than fifty dollars (\$50.00).
5. The provisions of this Bylaw are severable. If, for any reason, any provision is held to be invalid by the decision of a Court of Competent Jurisdiction, such decisions shall not affect the validity of the remaining provisions of this Bylaw.
6. A "Bylaw Officer" may enforce any regulation in this bylaw by means of a ticket or bylaw notice.
7. Each day that the offence continues is deemed a separate offence.

#### **PART 10 – REPEAL AND ENACTMENT**

- 1001** "Waste Disposal Bylaw, 1985, No. 5464", and all amendments thereto are hereby repealed.

READ a first time by the Council on the 25<sup>th</sup> day of August, 1997.

READ a second time by the Council on the 25<sup>th</sup> day of August, 1997.

READ a third time and passed by the Council on the 25<sup>th</sup> day of August, 1997.

RECONSIDERED and finally adopted by the Council, signed by the Mayor and City Clerk and sealed with the Corporate Seal on the 8<sup>th</sup> day of September, 1997.

Signed by: "John E. Loucks", Mayor

Signed by: "Bruce A. Hawkshaw, City Clerk

## PART 11 – SCHEDULES

### SCHEDULE A

#### Schedule of User Charges for Solid Waste Management Service

##### Definitions

1. *Standard Residential Service* = A maximum of two (2) garbage containers per dwelling unit collected every other week.
2. *Green Can Collection Service* = Weekly collection of a maximum total of six (6) Green Can designated containers, kraft bags and/or tied bundles of yard trimmings. With a maximum of twelve per household in a calendar year.

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##### Annual User Charge

GARBAGE	2023 Rates
1. Per dwelling unit for single unit dwelling, duplex and infill	\$13527.00
2. Per dwelling unit for secondary suite, coach house and multi-unit dwellings greater than 2 units	\$9185.00
3. Per Residential garbage tag	\$6.00
4. <u>Per Residential Green Can Tag</u>	\$6.00
GREEN CAN	2023 Rates
1. Per dwelling unit for single unit dwelling, duplex and infill	\$16250.00
2. Per dwelling unit for secondary suite, coach house and multi-unit dwellings greater than 2 units	\$980.00
ECO LEVY	
<p>The Eco Levy is based on the taxable assessment of a property and is charged on the following classes per thousand dollars of taxable assessment based on the BC Assessment assessed value of:</p> <ul style="list-style-type: none"><li>• Residential</li><li>• Utility</li><li>• Major Industry</li><li>• Light Industry</li><li>• Business</li><li>• Recreation / non-profit</li></ul> <p>and is included on the Property Tax Notice payable annually in July of each year as set by Council.</p>	

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##### Penalty

1. A 5% penalty will be added to the balance owed if unpaid by the end of the first working day in July, and a further 5% penalty will be added to the balance owed if unpaid by the first working day of September.

[Bylaw 8891, December 6, 2021]

## SCHEDULE B

### Garbage and Green Can Information Tags

Garbage or Green Can put out for collection and not collected will be marked with a Garbage or Green Can Information Tag as follows:

<p><b>CITY OF NORTH VANCOUVER</b> <b>GARBAGE INFORMATION TAG</b></p> <p><b>The Garbage was not taken because:</b></p> <ul style="list-style-type: none"><li>[1] Garbage can is larger than 77 litres</li><li>[2] Cans or bags are overweight (20 kg/45 lb limit)</li><li>[3] Over 2 can or bag limit</li><li>[4] Garbage can needs to be cleaned</li><li>[5] Garbage can is in poor condition and requires replacement</li><li>[6] Garbage must be placed at property line or curb between 5:30am and 7:30am</li><li>[7] Access to garbage must not be obstructed</li><li>[8] Bungee cords still attached</li><li>[9] Contents frozen inside can</li><li>[10] Other _____</li></ul> <p><b>GENERAL ENQUIRIES</b> 604.987.7155    <a href="http://cnv.org/collection">cnv.org/collection</a></p>	<p><b>CITY OF NORTH VANCOUVER</b> <b>GARBAGE INFORMATION TAG</b></p> <p><b>The Garbage was not taken because:</b></p> <ul style="list-style-type: none"><li>[1] Garbage can is larger than 77 litres</li><li>[2] Cans or bags are overweight (20 kg/45 lb limit)</li><li>[3] Over 2 can or bag limit</li><li>[4] Garbage can needs to be cleaned</li><li>[5] Garbage can is in poor condition and requires replacement</li><li>[6] Garbage must be placed at property line or curb between 5:30am and 7:30am</li><li>[7] Garbage placed at inaccessible/incorrect area</li><li>[8] Garbage must be bagged - no loose content</li><li>[9] No construction waste (incl. drywall/paint, etc.)</li><li>[10] Contents frozen inside can</li><li>[11] Other _____</li></ul> <p><b>GENERAL ENQUIRIES</b> 604.987.7155    <a href="http://cnv.org/collection">cnv.org/collection</a></p>
<p><b>CITY OF NORTH VANCOUVER</b> <b>GREEN CAN INFORMATION TAG</b></p> <p><b>The Green Can was not taken because:</b></p> <ul style="list-style-type: none"><li>[1] Green Can is larger than 77 litres</li><li>[2] Cans or bags are overweight (20 kg/45 lb limit)</li><li>[3] Over the 6 can, bag and bundle limits</li><li>[4] Green Can needs to be cleaned</li><li>[5] Green Can is in poor condition and requires replacement</li><li>[6] Cans must be placed at property line between 5:30am and 7:30am</li><li>[7] Material is overfilled and must be bundled and tied (1 m x 5 m diameter/3 ft limit)</li><li>[8] Yard trimmings/food scraps must be contained in proper cans (no boxes/buckets/etc)</li><li>[9] Biodegradable, compostable and plastic bags not accepted</li><li>[10] Animal waste, dirt, sod, rocks, treated/painted wood not accepted</li><li>[11] Dust, wood chips, loose material must be contained in paper bags</li><li>[12] Access to Green Can must not be obstructed</li><li>[13] Contents frozen inside can</li><li>[14] Other _____</li></ul> <p><b>GENERAL ENQUIRIES</b> 604.987.7155    <a href="http://cnv.org/collection">cnv.org/collection</a></p>	<p><b>CITY OF NORTH VANCOUVER</b> <b>GREEN CAN INFORMATION TAG</b></p> <p><b>The Green Can was not taken because:</b></p> <ul style="list-style-type: none"><li>[1] Green Can is larger than 77 litres</li><li>[2] Cans or bags are overweight (20 kg/45 lb limit)</li><li>[3] Over the 6 can, bag and bundle limits</li><li>[4] Green Can needs to be cleaned</li><li>[5] Green Can is in poor condition and requires replacement</li><li>[6] Cans must be placed by property line between 5:30am and 7:30am</li><li>[7] Material is overfilled and must be bundled and tied (1 m x 5 m diameter/3 ft limit)</li><li>[8] Yard trimmings/food scraps must be contained in proper cans (no boxes/buckets/etc)</li><li>[9] Biodegradable, compostable and plastic bags not accepted</li><li>[10] Animal waste, dirt, sod, rocks, treated/painted wood not accepted</li><li>[11] Dust, wood chips, loose material must be contained in paper bags</li><li>[12] Green Can placed at inaccessible/incorrect area</li><li>[13] Contents frozen inside can</li><li>[14] Other _____</li></ul> <p><b>GENERAL ENQUIRIES</b> 604.987.7155    <a href="http://cnv.org/collection">cnv.org/collection</a></p>

[Bylaw 8891, December 6, 2021]



## SCHEDULE C

### Residential Garbage Tag and Green Can Tag

A Residential Garbage Tag and Green Can Tag as set out below permits a garbage/Green Can container to be picked up from a dwelling unit even though the garbage/Green Can container limit has been reached by that dwelling unit. The cost of a Residential Garbage Tag and Green Can Tag is set out in Schedule "A" attached to this Bylaw, and can be purchased from the Treasury Department, City Hall, 141 West 14<sup>th</sup> Street, North Vancouver, BC V7M 1H9.

#### Residential Garbage Tag

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<p>No. 05201</p> <p><b>city</b> of north vancouver</p> <p><b>Residential Garbage Tag</b></p> <p>Name: _____</p> <p>Address: _____</p> <p>Date: _____</p> <p>This tag is good for the removal of one 77 litre bag or can of garbage, not to exceed 20 kg in weight.</p>	<p>No. 00001</p> <p><b>city</b> of north vancouver</p> <p><b>Residential Garbage Tag</b></p> <p>Name: _____</p> <p>Address: _____</p> <p>Date: _____</p> <p>This tag is good for the removal of one 77 litre bag or can of garbage, not to exceed 20 kg in weight.</p>
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#### Residential Green Can Tag

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**Formatted:** Font: (Default) Arial, 11 pt, Bold, Check spelling and grammar

<p>No. 00001</p> <p><b>city</b> of north vancouver</p> <p><b>Residential Green Can Tag</b></p> <p>Name: _____</p> <p>Address: _____</p> <p>Date: _____</p> <p>This tag is good for the removal of one 77 litre Green Can or one kraft paper bag, not to exceed 20 kg in weight.</p>
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[Bylaw 8813, December 14, 2020]

## SCHEDULE D

### Recyclable Materials Collected by the Solid Waste Management Service

Packaging and Paper Products (PPP)	
1. Mixed Paper Recyclables	Newspaper, flyers, writing/home office paper, magazines, catalogues, boxboard boxes, molded boxboard, corrugated cardboard, multi-layer paper bags, paper bags, non-foil gift-wrap, greeting cards, telephone books, shredded paper.  <del>Paper which is soiled, food contaminated, or wet should be placed into containers intended for organic material collection.</del>
2. Glass Containers Recyclables	All clear or coloured glass food and beverage bottles or jars.
3. Non-glass Mixed Container Recyclables	All hard plastic containers, steel containers, aluminum foil and containers, cold drink cups, paper cups, gable top cartons, aseptic containers, spiral wound paper cans, empty aerosol cans, frozen dessert boxes

[Bylaw 8813, December 14, 2020]

## SCHEDULE E

### Unacceptable Materials for Garbage Collection

Recyclable materials as described in Schedule "D":

- corrugated cardboard
- newspapers and flyers
- mixed papers including magazines, telephone directories and boxboard
- rigid plastic containers ~~numbered 1, 2, 4 and 5~~
- other flexible plastic packaging

Food Scraps and Yard Trimmings

Materials subject to provincially required stewardship programs:

- beverage containers ~~except milk and milk products~~
- household paints, stains and their containers including aerosols
- waste lubricating oil and its containers
- oil filters
- pesticides, solvents and flammable liquids and their containers
- prescription and non-prescription drugs and their containers
- automotive tires
- lead acid batteries
- electronic goods including computers and their peripherals, desk-top printers and televisions

Hazardous waste:

- Explosive, toxic, corrosive, caustic, hot or flammable, combustible or oxidizing substances, objects or mechanisms
- Hypodermic needles
- Bio-medical waste, sharps or infectious materials
- Dead animals, animal faeces or viscera
- Sod, rocks, gravel, soil, cement, asphalt and other similar material
- Construction and demolition material including gypsum board (gyproc)
- Derelict motor vehicles or motor vehicle parts
- Materials originating from industrial and/or agricultural operations
- Refillable propane cylinders
- Scrap metal
- Any refrigerator, freezer or other large appliance
- Waste materials not identified as acceptable for land filling pursuant to any permit or certificate issued by the Provincial Ministry of Water, Land and Air Protection
- Industrial or commercial spools

[Bylaw 8813, December 14, 2020]

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THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 8953

**A Bylaw to Amend “Water Utility Bylaw, 1994, No. 6417”**

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 **“Water Utility Bylaw, 1994, No. 6417, Amendment Bylaw, 2022, No. 8953”**.
2. “Water Utility Bylaw, 1994, No. 6417” is amended as follows:
  - A. SCHEDULES:
    - (1) Delete Schedule “A” in its entirety and replace with the new Schedule “A” attached to this bylaw.
    - (2) Delete Schedule “B” in its entirety and replace with the new Schedule “B” attached to this bylaw.
3. This Bylaw shall be effective as of the 1<sup>st</sup> day of January, 2023.

READ a first time on the <> day of <>, 2022.

READ a second time on the <> day of <>, 2022.

READ a third time on the <> day of <>, 2022.

ADOPTED on the <> day of <>, 2022.

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MAYOR

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CORPORATE OFFICER



## SCHEDULE A

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### Water Services

#### 2023 CONNECTIONS AND SEVERANCE RATES

**1. Water Service Connections**

<b>Size</b>	<b>Fee</b>
Standard 19 mm	\$5,500
>19 mm	At Cost, with a minimum charge equal to the standard fee.

**2. Water Service Severance**

For Standard 19 mm Replacement	\$1,250
>19 mm service replacement	At Cost, with a minimum charge equal to the standard fee.

**3. Water Connection Reuse** \$2,600

**4. Turn on/off** \$50

**5. Flat fee for installation and removal of temporary meter** \$420

A 50% rebate is available for standard 19mm water service replacements that are installed less than 2 years in advance of a City initiated programmed replacement of water services within the block.

## SCHEDULE B

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### 2023 Water Use Rates

#### 1. WATER RATES

##### 1. For Temporary Service during construction

###### *Building Size (Total Floor Area)*

46 sq. m to 460 sq. m	\$175
Over 460 sq. m but not exceeding 4,600 sq. m	\$345
Over 4,600 sq. m but not exceeding 23,000 sq. m	\$573
Over 23,000 sq. m	\$912

##### 2. Flat Rates (un-metered premises)

Single Unit Dwelling	\$584 per year
Duplexes (including infills) per unit	\$489 per year
Multiple Unit Dwellings (including extra living units within single unit dwellings, apartments, condominiums, garden apartments and coach houses) for each dwelling	\$343 per year
Stores, offices, other commercial premises not elsewhere designated; Churches and Public Halls per fixture	\$131 per year
Water Cooling Units	\$ <del>907</del> <sup>848</sup> per year
Schools per Classroom	\$ <del>394</del> <sup>418</sup> per year
Minimum charge for any service	\$584 per year

## **2. METERED WATER RATES**

For commercial and industrial properties, hospitals and schools served by water meters the following scale of charges shall apply:

1.	January 1 to May 31	\$ 1.4544 per cubic metre
	June 1 to September 30	\$ 1.8180 per cubic metre
	October 1 to December 31	\$ 1.4544 per cubic metre

A minimum bill for 30 cubic metres per month will be charged if a lesser quantity or no water is consumed.

### **2. Metered Charges for Mixed Use Premises**

The charge for Mixed Use Premises on metered rates shall be the greater of the flat rate for Multiple Dwelling Units provided in this Schedule times the number of dwelling units or the metered rates.

## **3. MISCELLANEOUS CHARGES**

### **1. Testing a Meter as Provided in Section 703**

For meters 50 mm and smaller	\$364
For meters over 50 mm	\$520

## **4. DATE OF PAYMENT AND PENALTIES**

### **1. For Flat Rate (un-metered premises)**

1. Rates set out above shall be due on the last business day in February each year.
2. A penalty of 5% shall be added to rates that are not paid on or before the last business day of February and a further penalty of 5% shall be added to rates that are not paid on or before the last business day of April in the year the rates are due.

### **2. For Metered Premises**

1. A penalty of five percent (5%) shall be added to rates which are not paid on or before the due date as indicated on metered account bills.

THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 8954

**A Bylaw to Amend “Sewerage and Drainage Utility Bylaw, 1995, No. 6746”**

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 **“Sewerage and Drainage Utility Bylaw, 1995, No. 6746, Amendment Bylaw, 2022, No. 8954”**.
2. “Sewerage and Drainage Utility Bylaw, 1995, No. 6746” is amended as follows:
  - A. SCHEDULES
    - (1) Delete Schedule “A” in its entirety and replace with the new Schedule “A” attached to this bylaw.
    - (2) Delete Schedule “B” in its entirety and replace with the new Schedule “B” attached to this bylaw.
3. This Bylaw shall be effective as of the 1<sup>st</sup> day of January, 2023.

READ a first time on the <> day of <>, 2022.

READ a second time on the <> day of <>, 2022.

READ a third time on the <> day of <>, 2022.

ADOPTED on the <> day of <>, 2022.

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MAYOR

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CORPORATE OFFICER

## SCHEDULE A

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### Sewer and Drainage Services

#### 2023 CONNECTION AND SEVERANCE FEES

##### 1. SANITARY CONNECTION

Size	Fee
Standard 100mm Replacement or Relining	\$5,500
>100mm	At Cost, with a minimum charge equal to the standard fee
Inspection Chamber	\$2,600
Private Sewer Connection Inspection and Certification Deposit	\$2,600
Sanitary Severance	\$1,250

##### 2. STORM CONNECTION

Size	Fee
Standard 150mm Replacement or Relining	\$5,300
>150mm	At Cost, with a minimum charge equal to the standard fee
Inspection Chamber	\$2,600
Storm Sewer Extension and Connection for Single Unit Developments exceeding \$150,000 and excluding subdivision	\$1,300 per linear metre based on the total width of the lot serviced
Storm Severance	\$1,250
Off-Site Stormwater Management Facility Fees	\$33 per square metre of premises lot area or at cost to provide works on public property
Storm Collection System Ditch Culvert	\$260 per linear metre based on Construction the length of the culvert pipe

## SCHEDULE B

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### 2023 Sewer and Drainage Rates

The following rates shall apply to all real property used for one or more of the following purposes and from which there is a connection to the sewer systems of the City:

#### 1. SANITARY SEWER

#### 2023 Rates

1. Annual Sewer Parcel Tax \$ 0 per year

#### 2. Flat Rates (un-metered premises)

Single Unit Dwelling.....\$549 per year

Duplexes (including infills) per unit.....\$508 per year

Multiple Unit Dwellings (including extra living units  
within single unit dwellings, apartments,  
condominiums, garden apartments and coach houses)  
for each dwelling.....\$342 per year

Stores, offices, other commercial premises  
not elsewhere designated; Churches and Public Halls  
per fixture .....\$133 per year

Minimum charge for any service is.....\$549 per year

Rate surcharge for combined connections.....\$549 per year

#### 3. Metered Rates

For commercial and industrial properties, hospitals and schools served by water meters the following scale of charges shall apply:

\$2.2329 per cubic metre

A minimum bill for 30 cubic metres per month will be charged if a lesser quantity or no water is consumed.

Rate surcharge for combined connections.....\$2.2329 per cubic metre



#### **4. GVS & DD Special Industrial User Charge**

Where the owner or occupier of a parcel of real property is a special industrial user, that owner or occupier shall pay to the municipality for the use of the sewerage system the greater of:

- A. the charges payable under Schedule B, Section 1, Subsections 1, 2 and 3; or
- B. the GVS & DD special industrial user charge as determined by the GVS & DD for that owner or occupier, prorated if necessary for monthly or quarterly billings.

#### **5. Charges for Contaminated Groundwater Discharges to Sanitary Sewer**

Ground Water Discharges \$0.38/m<sup>3</sup>, or as determined by the GVS & DD.

#### **6. Metered Charges for Mixed Use Premises**

The charge for Mixed Use Premises on metered rates shall be the greater of the flat rate for Multiple Dwelling Units provided in this Schedule times the number of dwelling units or the metered rates.

#### **7. Sewer Use Charges**

Users having a metered water service, who return less than 40% of water purchased to the sanitary sewer system, may make application to the Director of Finance for a Flat Rate Sewer charge based on their number of plumbing fixtures discharging into the sewer outlet of the premises, together with a charge of \$400 per million dollars of taxable assessment.

Applications for flat rate sewer charges must be received prior to December 1 of the year of application, and must include a full description of water usage and the total number of fixtures on the property, as described in Schedule "B" of this Bylaw.

The Director of Finance will examine each application and the supporting documentation and may visit the site to ensure that the conditions described are representative of a complete year's usage and that the total number of fixtures is accurate.

The Director of Finance will either reject the application providing reasons, or approve a Flat Rate charge. This charge, if approved, will be billed annually.

Any user rate so adjusted will be subject to periodic review by the Director of Finance and may, at any time, be returned to a user rate based on metered water consumption and the applicant so notified.

In no case shall the annual charge for a sewer-user having a metered water connection be less than the rate for a Single Unit Dwelling.

## **8. Date of Payment, Penalties and Surcharge Fees**

### **A. For Flat Rate (un-metered premises)**

1. Rates set out above shall be due on the last business day in February each year.
2. A penalty of 5% shall be added to rates that are not paid on or before the last business day of February and a further penalty of 5% shall be added to rates that are not paid on or before the last business day of April in the year the rates are due.
3. A 100% surcharge fee will be applied to any sewer connections with combined storm drainage inflow to a sanitary connection contrary to City bylaws. The surcharge would be applied at the discretion of the City Engineer a minimum of 6 months following notification, and would be applied to the annual bill until the combined inflow is separated.

### **B. For Metered Premises**

1. A penalty of 5% shall be added to rates that are not paid on or before the due date as indicated on metered account bills.
2. A 100% surcharge will be applied to the unit rate for any sewer connections with combined storm drainage inflow to a sanitary connection contrary to City bylaws. The surcharge would be applied at the discretion of the City Engineer a minimum of 6 months following notification, and would be applied to the annual bill until the combined inflow is separated.

## **2. STORM DRAINAGE**

1. The Storm Drainage Levy is based on the taxable assessment of a property and is charged on the following classes per thousand dollars of taxable assessment based on the BC Assessment assessed value of:

- Residential
- Utility
- Major Industry
- Light Industry
- Business
- Recreation/non-profit

and is included on the Property Tax Notice payable annually in July of each year as set by Council.

### **2. Storm Drainage Charges**

A user, who is aggrieved by the application of Schedule B 2.1 to a specific parcel, may make application to the City Engineer, in writing, stating the basis for the complaint. The City Engineer will respond, in writing, to the applicant's concern outlining any appropriate adjustment that may be authorized.

### **3. Penalty**

A 5% penalty will be added to the balance owed if unpaid by the end of the first working day in July, and a further 5% penalty will be added to the balance owed if unpaid by the first working day of September.

# THE CORPORATION OF THE CITY OF NORTH VANCOUVER

## BYLAW NO. 8955

### A Bylaw to Amend “Solid Waste Management Service Bylaw, 1997, No. 6920”

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 “**Solid Waste Management Service Bylaw, 1997, No. 6920, Amendment Bylaw, 2022, No. 8955**”.

2. “Solid Waste Management Service Bylaw, 1997, No. 6920” is amended as follows:

A. In Part 5 – COLLECTION OF GARBAGE AND COMMERCIAL GARBAGE:

(1) By deleting section 501 in its entirety and replacing with the following:

#### 501 Use of the Solid Waste Management Service

1. Every owner or resident of a dwelling unit, whether or not occupied, shall pay for the Garbage collection Service in accordance with Schedule “A” attached to this bylaw.
2. Garbage collection service provided for properties with nine units or less. At the discretion of the City Engineer, service may or may not be provided within this requirement due to operational reasons. The City Engineer may also choose to provide service to properties with greater than nine units should it be deemed to be operationally feasible and cost effective.
3. Every owner or resident shall be responsible for the lawful disposal of any materials not considered garbage due to its nature, size or weight by the limitations established in this Bylaw.
4. An owner or resident of a dwelling unit within a multi-family complex may utilize the service of a private commercial bulk garbage container contractor, provided that the City Engineer be so advised in writing and provided that such containers be situated on private property in a location satisfactory to the City Engineer and are in accordance with the Zoning Bylaw. At no time shall containers be placed on or encroach upon or project over any highway.

(2) By deleting section 506.1 and replacing with the following:

1. Materials set out in Schedule “E” attached to this bylaw.

B. In Part 6 – COLLECTION OF YARD TRIMMINGS AND FOOD SCRAPS:

(1) By deleting section 605 in its entirety and replacing with the following:

#### 605 Use of the Green Can (Yard Trimmings and Food Scraps) Collection

## Program

1. Every owner or resident of a dwelling unit, whether or not occupied, shall pay for the Green Can (Yard Trimmings and Food Scraps) collection service in accordance with Schedule “A” attached to this bylaw.
2. Green Can collection service provided for properties with nine units or less. At the discretion of the City Engineer, service may or may not be provided within this requirement due to operational reasons. The City Engineer may also choose to provide service to properties with greater than nine units should it be deemed to be operationally feasible and cost effective.
3. An owner or resident of a dwelling unit within a multi-family complex may utilize the service of a private commercial organics (Food Scraps and Yard Trimmings) collection contractor, provided that the City Engineer be so advised in writing and provided that materials are taken to an approved commercial composting facility regulated under the B.C. Environmental Management Act. Where use of a private commercial organics collection contractor is approved by the City Engineer, the Schedule “A” Green Can Collection services fees would not apply.
4. If section 605.3 applies to a multi-family dwelling, the occupiers, owner, or strata corporation must:
  - (a) Ensure that Food Scraps and Yard Trimmings collection containers are situated on private property in a location satisfactory to the City Engineer and are in accordance with the Zoning Bylaw. At no time shall containers be placed on or encroach upon or project over any highway;
  - (b) Ensure that a sufficient number of collection containers are provided for the multi-family property, to the satisfaction of the City Engineer;
  - (c) Ensure that Food Scraps and Yard Trimmings collection occurs at minimum on a weekly basis;
  - (d) Ensure that collection containers display appropriate signage and that collection containers and any associated surfaces or enclosures are kept tidy and cleaned on a regular basis, to the satisfaction of the City Engineer.

### C. In Part 7 – CONTAINERS:

(1) By deleting section 701.1(a) and replacing with the following:

- (a) a covered receptacle, metal or plastic which shall be cylindrical, watertight, with a fitted and non-hinged lid, and have a capacity of not more than 77 litres;

- (2) By deleting section 701.1(b) in its entirety;
  - (3) By deleting section 703.1(a) and replacing with the following:
    - (a) a covered receptacle, metal or plastic which shall be cylindrical, watertight, with a fitted and non-hinged lid, and have a capacity of not more than 77 litres, the contents of which may not exceed a weight of twenty (20) kilograms;
  - (4) By adding subsection (c) to section 704 as follows:
    - (c) Set out containers in an accessible and correct location satisfactory to the City Engineer and are in accordance with the Zoning Bylaw
- D. In Part 8 – REQUIREMENT FOR PAYMENT:
- (1) By deleting subsections 801.4 and 801.5 in their entirety.
- E. In Part 11 – SCHEDULES, by deleting Schedules “A”, “B”, “C”, “D” and “E” in their entirety and replacing with Schedules “A”, “B”, “C”, “D” and “E” attached to this bylaw.
3. This bylaw shall be effective as of the 1<sup>st</sup> day of January, 2023.

READ a first time on the <> day of <>, 2022.

READ a second time on the <> day of <>, 2022.

READ a third time on the <> day of <>, 2022.

ADOPTED on the <> day of <>, 2022.

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MAYOR

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CORPORATE OFFICER



## PART 11 – SCHEDULES

### SCHEDULE A Schedule of User Charges for Solid Waste Management Service

#### Definitions

1. **Standard Residential Service** – A maximum of two (2) garbage containers per dwelling unit collected every other week.
2. **Green Can Collection Service** – Weekly collection of a maximum total of six (6) Green Can designated containers, kraft bags and/or tied bundles of yard trimmings. With a maximum of twelve per household in a calendar year.

#### Annual User Charge

<b>GARBAGE</b>	<b>2023 Rates</b>
1. Per dwelling unit for single unit dwelling, duplex and infill	\$135.00
2. Per dwelling unit for secondary suite, coach house and multi-unit dwellings greater than 2 units	\$91.00
3. Per Residential garbage tag	\$6.00
4. Per Residential Green Can tag	\$6.00
<b>GREEN CAN</b>	<b>2023 Rates</b>
1. Per dwelling unit for single unit dwelling, duplex and infill	\$162.00
2. Per dwelling unit for secondary suite, coach house and multi-unit dwellings greater than 2 units	\$98.00
<b>ECO LEVY</b>	
<p>The Eco Levy is based on the taxable assessment of a property and is charged on the following classes per thousand dollars of taxable assessment based on the BC Assessment assessed value of:</p> <ul style="list-style-type: none"><li>• Residential</li><li>• Utility</li><li>• Major Industry</li><li>• Light Industry</li><li>• Business</li><li>• Recreation / non-profit</li></ul> <p>and is included on the Property Tax Notice payable annually in July of each year as set by Council.</p>	

#### Penalty

1. A 5% penalty will be added to the balance owed if unpaid by the end of the first working day in July, and a further 5% penalty will be added to the balance owed if unpaid by the first working day of September.

## SCHEDULE B

### Garbage and Green Can Information Tags

Garbage or Green Can put out for collection and not collected will be marked with a Garbage or Green Can Information Tag as follows:

**CITY OF NORTH VANCOUVER**  
**GARBAGE INFORMATION TAG**

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**The Garbage was not taken because:**

- [1] Garbage can is larger than 77 litres
- [2] Cans or bags are overweight (20 kg/45 lb limit)
- [3] Over 2 can or bag limit
- [4] Garbage can needs to be cleaned
- [5] Garbage can is in poor condition and requires replacement
- [6] Garbage must be placed at property line or curb between 5:30am and 7:30am
- [7] Garbage placed at inaccessible/incorrect area
- [8] Garbage must be bagged – no loose content
- [9] No construction waste (incl. drywall/paint, etc.)
- [10] Contents frozen inside can
- [11] Other \_\_\_\_\_

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**GENERAL ENQUIRIES**  
604.987.7155    [cnv.org/collection](http://cnv.org/collection)

**CITY OF NORTH VANCOUVER**  
**GREEN CAN INFORMATION TAG**

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**The Green Can was not taken because:**

- [1] Green Can is larger than 77 litres
- [2] Cans or bags are overweight (20 kg/45 lb limit)
- [3] Over the 6 can, bag and bundle limits
- [4] Green Can needs to be cleaned
- [5] Green Can is in poor condition and requires replacement
- [6] Cans must be placed by property line between 5:30am and 7:30am
- [7] Material is overfilled and must be bundled and tied (1 m x 5 m diameter/3 ft limit)
- [8] Yard trimmings/food scraps must be contained in proper cans (no boxes/buckets/etc)
- [9] Biodegradable, compostable and plastic bags not accepted
- [10] Animal waste, dirt, sod, rocks, treated/painted wood not accepted
- [11] Dust, wood chips, loose material must be contained in paper bags
- [12] Green Can placed at inaccessible/incorrect area
- [13] Contents frozen inside can
- [14] Other \_\_\_\_\_

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**GENERAL ENQUIRIES**  
604.987.7155    [cnv.org/collection](http://cnv.org/collection)

## SCHEDULE C

### Residential Garbage Tag and Green Can Tag

A Residential Garbage Tag and Green Can Tag as set out below permits a garbage/Green Can container to be picked up from a dwelling unit even though the garbage/Green Can container limit has been reached by that dwelling unit. The cost of a Residential Garbage Tag and Green Can Tag is set out in Schedule “A” attached to this Bylaw, and can be purchased from the Treasury Department, City Hall, 141 West 14<sup>th</sup> Street, North Vancouver, BC V7M 1H9.

#### Residential Garbage Tag



The form is yellow with black text. At the top right is 'No 00001'. On the left is the 'city of north vancouver' logo. The title 'Residential Garbage Tag' is in bold. Below are fields for 'Name:', 'Address:', and 'Date:'. A large diagonal 'DRAFT' watermark is across the center. At the bottom, it states: 'This tag is good for the removal of one 77 litre bag or can of garbage, not to exceed 20 kg in weight.'

#### Residential Green Can Tag



The form is green with black text. At the top right is 'No 00001'. On the left is the 'city of north vancouver' logo. The title 'Residential Green Can Tag' is in bold. Below are fields for 'Name:', 'Address:', and 'Date:'. A large diagonal 'DRAFT' watermark is across the center. At the bottom, it states: 'This tag is good for the removal of one 77 litre Green Can or one kraft paper bag, not to exceed 20 kg in weight.'

**SCHEDULE D**  
**Recyclable Materials Collected under the**  
***Environmental Management Act* BC Recycling Regulation**

**Packaging and Paper Products (PPP)**

1. **Mixed Paper Recyclables** – Newspaper, flyers, brochures, writing/home office paper, boxboard boxes, molded boxboard, corrugated cardboard, multi layer paper bags, paper bags, non-foil gift wrap, greeting cards, booklets, catalogues, telephone directories, newspaper, magazines, paper fibre, shredded paper.
2. **Glass Containers Recyclables** – All clear or coloured glass food and beverage bottles or jars.
3. **Non-glass Mixed Container Recyclables** – All hard plastic containers, steel containers, aluminum foil and containers, cold drink cups, paper cups, gable top cartons, aseptic containers, spiral wound paper cans, empty aerosol cans, frozen dessert boxes.

## **SCHEDULE E**

### **Unacceptable Materials for Garbage Collection**

Recyclable materials as described in Schedule “D”:

- corrugated cardboard
- newspapers and flyers
- mixed papers including magazines, telephone directories and boxboard
- rigid plastic containers
- other flexible plastic packaging

Food Scraps and Yard Trimmings

Materials subject to provincially required stewardship programs:

- beverage containers
- household paints, stains and their containers including aerosols
- waste lubricating oil and its containers
- oil filters
- pesticides, solvents and flammable liquids and their containers
- prescription and non-prescription drugs and their containers
- automotive tires
- lead acid batteries
- electronic goods including computers and their peripherals, desk-top printers and televisions

Hazardous waste:

- Explosive, toxic, corrosive, caustic, hot or flammable, combustible or oxidizing substances, objects or mechanisms
- Hypodermic needles
- Bio-medical waste, sharps or infectious materials
- Dead animals, animal faeces or viscera
- Sod, rocks, gravel, soil, cement, asphalt and other similar material
- Construction and demolition material including gypsum board (gyproc)
- Derelict motor vehicles or motor vehicle parts
- Materials originating from industrial and/or agricultural operations
- Refillable propane cylinders
- Scrap metal
- Any refrigerator, freezer or other large appliance
- Waste materials not identified as acceptable for land filling pursuant to any permit or certificate issued by the Provincial Ministry of Water, Land and Air Protection
- Industrial or commercial spools



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

**REPORT**

To: Mayor Linda Buchanan and Members of Council

From: Larry Sawrenko, Chief Financial Officer

Subject: 2022 EXTENSION OF FUNDING REQUESTS

Date: November 30, 2022 File No: 05-1705-30-0019/2022

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

**RECOMMENDATION**

PURSUANT to the report of the Chief Financial Officer, dated November 30, 2022, entitled "2022 EXTENSION OF FUNDING REQUESTS":

THAT Funding Appropriation No.'s 1904 and 2052 for \$46,347.62 – Electric Vehicle Strategy Implementation, be extended until December 31, 2024;

THAT Funding Appropriation No. 1925 for \$55,957.00 – NS Balanced Housing Innovation Lab, be extended until December 31, 2024;

THAT Funding Appropriation No. 1901 for \$83,746.34 – PeopleSoft HCM Reporting, be extended until December 31, 2023;

THAT Funding Appropriation No.'s 1931 and 8742 for \$1,090,137.39 – Casano Loutet Overpass, be extended until December 31, 2024;

THAT Funding Appropriation No. 1925 for \$31,349.05 – Affordable Housing Initiatives, be extended until December 31, 2023;

THAT Funding Appropriation No. 1901 for \$15,000 – 2019 Fire Hall Maintenance and Repair be extended until December 31, 2023 and reallocated into project Data and Analytics Platform;

THAT Funding Appropriation No. 1901 for \$15,000 – 2019 Operation Centre Maintenance and Repair be extended until December 31, 2023 and reallocated into project Data and Analytics Platform;



AND THAT should any of the extended amounts remain unexpended as at their new expiry date, the unexpended balances shall be returned to the credit of their respective funds.

## PURPOSE

This report recommends the extension and reallocation of funding for various projects where currently approved funding is set to expire on December 31, 2022.

## BACKGROUND

The planning or delivery phases of several active projects has been delayed due to the extenuating circumstances noted in the table below. For their successful completion, a funding extension is required. There is also an opportunity to reallocate unused funds from two completed projects to enable a new project to advance the Fire Department's strategic planning to proceed in a timely manner.

Project		Unspent amount to be extended	Appropriation Number
<b>Electric Vehicle Strategy Implementation (59064)</b>		\$46,347.62	1904 and 2052
Description:	This project implements priority electric vehicle charging infrastructure recommendations identified in the 2018 Electric Vehicle Strategy.		
Reason for extension:	On the Council meeting of November 14, 2022, staff brought forward a report presenting a resolution to direct these funds to the CleanBC Go Electric Rebate Program. Extension is required to contribute to the rebate program and support residents in the installation of electric vehicle charging infrastructure.		
Timeline for completion:	The remaining funds would be used by December 31, 2024.		
Project Lead	Mike Friesen, Planning & Development		
Spend to Nov 29, 2022	\$55,445.27		
<b>NS Balanced Housing Innovation Lab (47129)</b>		\$55,957.00	1925
Description:	The Balanced Housing Lab ("BHL") was an innovative partnership between CNV, the District of West Vancouver, and Squamish Nation. The project focused on developing solutions to address the housing challenges facing middle-income earners, defined as households earning \$50,000-\$100,000 annually.		
Reason for extension:	The project is substantially completed, however CNV is continuing to test and move forward on the three prototype solutions that emerged from the BHL work, which includes process, partnership, and policy solutions. The remaining funds would be used to further support the implementation of the work.		
Timeline for completion:	The remaining funds would be used by December 31, 2024.		
Project Lead	Renee De St. Croix, Planning & Development		
Spend to Nov 29, 2022	\$144,043.00		

**REPORT: EXTENSION OF FUNDING REQUESTS**

Date: November 30, 2022

Project		Unspent amount to be extended	Appropriation Number
<b>PeopleSoft HCM Reporting (40335)</b>		\$83,746.34	1901
Description:	Many of the features that provide automated processing in HCM were excluded from the original HCM project plan. As a result, staff are encumbered with manual processes to the extent that other functionality that was expected from the system cannot be provided. This project completes many of the automated functions that PeopleSoft can provide, but were out of scope for the original project plan.		
Reason for extension:	The project has been delayed due to reduced departmental capacity during Covid-19.		
Timeline for completion:	The updated timeline for completion is 2023.		
Project Lead	Amy Chiang, Strategic & Corporate Services		
Spend to Nov 29, 2022	\$16,253.66		
<b>Casano Loutet Pedestrian Overpass (53211)</b>		\$1,090,137.39	1931 and 8742
Description:	This project provides an active transportation connection over highway #1 from Casano Drive in the Cedar Village neighbourhood to Loutet Park. This important connection has been prioritized in numerous cycling master plans dating back to 2007. When completed, the overpass will provide a safe and convenient connection for those walking and rolling to schools, parks and shopping and will provide a critical link in the regional cycling network between Lynn Valley Centre and Central Lonsdale and Lions Gate Hospital.		
Reason for extension:	The project design is completed, however the work required to assess the archaeological impacts of excavation and construction is still underway. The Project team expects to have a both a provincial government approved Archaeological Impacts Assessment and a Heritage Alteration Permit by early summer 2023.		
Timeline for completion:	The project construction is likely a year in duration, lasting through to summer 2024, however the exact schedule will be the result of a public tender process.		
Project Lead	Karyn Magnusson, Engineering, Parks & Environment		
Spend to Nov 29, 2022	\$243,196.61		
<b>Affordable Housing Initiatives (47131)</b>		\$31,349.05	1925
Description:	The Inclusionary Housing work is intended to better align the types of affordable housing that are being delivered through the Density Bonusing and Community Benefits Policy and Mid-Market Rental Policy with CNV's housing needs.		
Reason for extension:	The project is well underway, however the given the timing of key stakeholder meetings, the work will need to continue into the early part of 2023.		
Timeline for completion:	The remaining funds would be used by December 31, 2023.		
Project Lead	Renee De St. Croix, Planning & Development		
Spend to Nov 29, 2022	\$18,650.95		



Project		Unspent amount to be extended	Appropriation Number
Data and Analytics Platform (New project)		\$30,000	1901
Description:	The Data and Analytics Platform project will provide the Public Safety department (Fire division) with an advanced analytics platform that supports decision making for short, medium and long term tactical and strategic planning purposes.		
Reason for extension & reallocation:	The project is anticipated to start immediately and therefore timely funding needs to be secured. The draft 2023-2032 Capital Plan includes a request for project funding in amount of \$110,000 in year 2023. However, in order to explore strategic deployment opportunities, staff recommend advancing this project and were able to identify and reallocate unused funding from 2 previously appropriated projects that are completed.		
Timeline for completion:	The reallocated funds would be used by December 31, 2023.		
Project Lead	Greg Schalk, Public Safety Department		
Spend to Nov 29, 2022	\$0		

## FINANCIAL IMPLICATIONS

Return of the above funding is not assumed in CNV's Financial Plan, and the funding is available for extension and reallocation without creating any impacts on other projects.

## INTER-DEPARTMENTAL IMPLICATIONS

Finance staff worked closely with staff in Planning & Development, Strategic & Corporate Services, Public Safety and Engineering, Parks & Environment when developing this Report.

## STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS

The above 6 projects support the implementation of Council's 2018-2022 Strategic Plan.

RESPECTFULLY SUBMITTED:



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Larry Sawrenko  
Chief Financial Officer