



AGENDA FOR THE REGULAR MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBER AND ELECTRONICALLY (HYBRID) FROM CITY HALL, 141 WEST 14TH STREET, NORTH VANCOUVER, BC, ON MONDAY, DECEMBER 11, 2023 AT 6:00 PM

Watch Livestream at cnv.org/LiveStreaming
View complete Agenda Package at cnv.org/CouncilMeetings

The City of North Vancouver respectfully acknowledges that this Council meeting is held on the traditional and unceded territories of the Skwxwú7mesh (Squamish) and Səlílwətaʔ (Tsleil-Waututh) Nations.

CALL TO ORDER

APPROVAL OF AGENDA

1. Regular Council Meeting Agenda, December 11, 2023

ADOPTION OF MINUTES

2. Regular Council Meeting Minutes, December 4, 2023

PUBLIC INPUT PERIOD

CONSENT AGENDA

Items *3, *4 and *5 are listed in the Consent Agenda and may be considered separately or in one motion.

BYLAWS – ADOPTION

- *3. “Water Utility Bylaw, 1994, No. 6417, Amendment Bylaw, 2023, No. 9001”
- *4. “Sewerage and Drainage Utility Bylaw, 1995, No. 6746, Amendment Bylaw, 2023, No. 9002”
- *5. “Solid Waste Management Service Bylaw, 1997, No. 6920, Amendment Bylaw, 2023, No. 9003”

DELEGATION

Talayeh Jamshidi, Director of Operations, and Tejal Barde, Peer Assisted Care Team Manager and Circle of Care Housing Manager, Canadian Mental Health Association – Updates from the North Shore’s Peer Assisted Care Team (PACT)

CORRESPONDENCE

6. Julia Kaisla, Executive Director, Canadian Mental Health Association North and West Vancouver Branch – Updates from the North Shore’s Peer Assisted Care Team (PACT)

BYLAW – FIRST, SECOND AND THIRD READINGS

7. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2023, No. 8991” (WSP Canada Inc. / Kasian Architecture, 630 Brooksbank Avenue, CD-201 Text Amendment)

REPORTS

8. UBCM Complete Communities Grant Application
9. Child Care Business Licence Application BUS-34924 – Shine & Grow Learning Centre Ltd. (340 East 23rd Street) – Initial Consideration
10. Child Care Business Licence Application BUS-34925 – Shine & Grow Learning Centre Ltd. (359 West 23rd Street) – Initial Consideration
11. 2023 Extension of Funding Requests

PUBLIC CLARIFICATION PERIOD

COUNCIL INQUIRIES / REPORTS

NEW ITEMS OF BUSINESS

NOTICES OF MOTION

RECESS TO CLOSED SESSION

REPORT OF THE COMMITTEE OF THE WHOLE (CLOSED SESSION)

ADJOURN

CALL TO ORDER

APPROVAL OF AGENDA

1. Regular Council Meeting Agenda, December 11, 2023

ADOPTION OF MINUTES

2. Regular Council Meeting Minutes, December 4, 2023

PUBLIC INPUT PERIOD

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

Speakers may only speak on the same matter once in a 3-month period.

Speakers during the Public Input Period are permitted to join the meeting in person in the Council Chamber or electronically via Webex. There are 2 ways to sign up to speak during the Public Input Period.

- 1) **IN PERSON:** Speakers who choose to participate in person must sign the speaker list located outside the Council Chamber between 5:30 and 5:55pm on the day of the Council meeting.
- 2) **ELECTRONICALLY VIA WEBEX:** Speakers who choose to participate electronically must pre-register by 12:00 noon on the day of the Council meeting by completing the online form at cnv.org/PublicInputPeriod, or by phoning 604-990-4230. These pre-registrants will receive instructions by email or phone on the afternoon before the Council meeting.

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

The Public Input Period provides an opportunity for comment only and places the speaker’s concern on record, without the expectation of a response from Council. Speakers must comply with the General Rules of Conduct set out in section 5.1 of “Council Procedure Bylaw, 2015, No. 8500” and may not speak with respect to items as listed in section 12.25(2).

Speakers are requested not to address matters that refer to items from a concluded Public Hearing/Public Meeting or to Public Hearings, Public Meetings and Committee meetings when those matters are scheduled on the same evening’s agenda, as an opportunity for public input is provided when the particular item comes forward for discussion.

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

CONSENT AGENDA

Items *3, *4 and *5 are listed in the Consent Agenda and may be considered separately or in one motion.

RECOMMENDATION:

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

START OF CONSENT AGENDA

BYLAWS – ADOPTION

- *3. “Water Utility Bylaw, 1994, No. 6417, Amendment Bylaw, 2023, No. 9001”

RECOMMENDATION:

THAT “Water Utility Bylaw, 1994, No. 6417, Amendment Bylaw, 2023, No. 9001” be adopted, signed by the Mayor and Corporate Officer and affixed with the corporate seal.

- *4. “Sewerage and Drainage Utility Bylaw, 1995, No. 6746, Amendment Bylaw, 2023, No. 9002”

RECOMMENDATION:

THAT “Sewerage and Drainage Utility Bylaw, 1995, No. 6746, Amendment Bylaw, 2023, No. 9002” be adopted, signed by the Mayor and Corporate Officer and affixed with the corporate seal.

- *5. “Solid Waste Management Service Bylaw, 1997, No. 6920, Amendment Bylaw, 2023, No. 9003”

RECOMMENDATION:

THAT “Solid Waste Management Service Bylaw, 1997, No. 6920, Amendment Bylaw, 2023, No. 9003” be adopted, signed by the Mayor and Corporate Officer and affixed with the corporate seal.

END OF CONSENT AGENDA

DELEGATION

Talayeh Jamshidi, Director of Operations, and Tejal Barde, Peer Assisted Care Team Manager and Circle of Care Housing Manager, Canadian Mental Health Association

Re: Updates from the North Shore's Peer Assisted Care Team (PACT)

Item 6 refers.

CORRESPONDENCE

6. Julia Kaisla, Executive Director, Canadian Mental Health Association North and West Vancouver Branch – August 31, 2023

Re: Updates from the North Shore's Peer Assisted Care Team (PACT)

RECOMMENDATION:

THAT the correspondence from Julia Kaisla, Executive Director, Canadian Mental Health Association North and West Vancouver Branch, dated August 31, 2023, regarding the "Updates from the North Shore's Peer Assisted Care Team (PACT)", be received for information.

BYLAW – FIRST, SECOND AND THIRD READINGS

7. "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2023, No. 8991" (WSP Canada Inc. / Kasian Architecture, 630 Brooksbank Avenue, CD-201 Text Amendment)

RECOMMENDATION:

THAT "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2023, No. 8991" (WSP Canada Inc. / Kasian Architecture, 630 Brooksbank Avenue, CD-201 Text Amendment) be given first, second and third readings.

Application considered by Council on November 20, 2023; notice published on November 29 and December 6, 2023.

No Public Hearing held.

REPORTS

8. UBCM Complete Communities Grant Application – File: 13-6440-20-0003/1

Report: Manager, Long Range and Community Planning, November 29, 2023

RECOMMENDATION:

PURSUANT to the report of the Manager, Long Range and Community Planning, dated November 29, 2023, entitled “UBCM Complete Communities Grant Application”:

THAT staff be directed to prepare and submit an application for the UBCM Complete Communities Grant, as described in the report, and endorse staff to receive and manage the grant funding;

AND THAT, subject to confirmation that funding is available, the project be authorized to proceed.

9. Child Care Business Licence Application BUS-34924 – Shine & Grow Learning Centre Ltd. (340 East 23rd Street) – Initial Consideration
– File: 09-4320-20-0001/2022

Report: Business Licence Inspector and Manager, Economic Development, November 29, 2023

RECOMMENDATION:

PURSUANT to the report of the Business Licence Inspector and Manager, Economic Development, dated November 29, 2023, entitled “Child Care Business Licence Application BUS-34924 – Shine & Grow Learning Centre Ltd. (340 East 23rd Street) – Initial Consideration”:

THAT the application for a Business Licence for the Child Care Facility proposed by Shine & Grow Learning Centre Ltd. (located at 340 East 23rd Street) be considered on the basis that:

- the proposed Child Care Facility is consistent with the permissible uses for this location;
- the impact of noise on the community in the immediate vicinity of the establishment, in general, is expected to be minimal and managed diligently;
- the applicant’s transportation plan meets the requirements for the establishment of a Child Care Facility at this location; and
- the potential impact on nearby residents would not be sufficient to warrant further public input;

THAT an optional Public Meeting be waived;

REPORTS – Continued

9. Child Care Business Licence Application BUS-34924 – Shine & Grow Learning Centre Ltd. (340 East 23rd Street) – Initial Consideration
– File: 09-4320-20-0001/2022 – Continued

AND THAT, subject to the Business Licence application receiving approvals through the required inspections by Vancouver Coastal Health and City Inspectors, the subject Business Licence be issued.

10. Child Care Business Licence Application BUS-34925 – Shine & Grow Learning Centre Ltd. (359 West 23rd Street) – Initial Consideration
– File: 09-4320-20-0001/2022

Report: Business Licence Inspector and Manager, Economic Development,
November 29, 2023

RECOMMENDATION:

PURSUANT to the report of the Business Licence Inspector and Manager, Economic Development, dated November 29, 2023, entitled “Child Care Business License Application BUS-34925 – Shine & Grow Learning Centre Ltd. (359 West 23rd Street) – Initial Consideration”:

THAT the application for a Business Licence for a Group Child Care Facility proposed by Shine & Grow Learning Centre Ltd. (located at 359 West 23rd Street) be considered on the basis that:

- the proposed Group Child Care Facility is consistent with the permissible uses for this location;
- the impact of noise on the community in the immediate vicinity of the establishment, in general, is expected to be minimal and managed diligently;
- the applicant’s transportation plan meets the requirements for the establishment of a Group Child Care Facility at this location; and
- the potential impact on nearby residents would not be sufficient to warrant further public input;

THAT an optional Public Meeting be waived;

AND THAT, subject to the Business Licence application receiving approvals through the required inspections by Vancouver Coastal Health and City Inspectors, the subject Business Licence be issued.

REPORTS – Continued

11. 2023 Extension of Funding Requests – File: 05-1705-30-0019/2023

Report: Chief Financial Officer, November 29, 2023

RECOMMENDATION:

PURSUANT to the report of the Chief Financial Officer, dated November 29, 2023, entitled “2023 Extension of Funding Requests”:

THAT Funding Appropriation Nos. 2037 and 8744 for \$1,663,688 – Casano-Loutet Overpass, be extended until December 31, 2026;

THAT Funding Appropriation No. 2057 for \$39,500 – Executive Compensation Market Review, be extended until December 31, 2024;

THAT Funding Appropriation No. 2068 for \$33,220 – Child Care Strategy Implementation, be extended until December 31, 2024;

THAT Funding Appropriation No. 2059 for \$67,490 – Community and School Active Travel Planning, be extended until December 31, 2025;

THAT Funding Appropriation Nos. 2056 and 2061 for \$105,075 – Corporate Climate Action Implementation, be extended until December 31, 2024;

THAT Funding Appropriation No. 2073 for \$109,715 – Library Room Divider Replacement, be extended until December 31, 2024;

THAT Funding Appropriation No. 8771 for \$149,015 – Storm Main – Lonsdale Avenue at Keith Road, be extended until December 31, 2025;

THAT Funding Appropriation No. 8771 for \$149,338 – Sewer Replacement at E12 Lonsdale Avenue to East Line, be extended until December 31, 2025;

THAT Funding Appropriation Nos. 8771 and 8824 for \$49,780 – Water Main Replacement: Fell Avenue to Copping Street, be extended until December 31, 2025;

THAT Funding Appropriation No. 2074 for \$17,300 – North Shore Transportation Improvements–INSTPP, be extended until December 31, 2025;

THAT Funding Appropriation No. 2034 for \$91,946 – Enhanced VoIP Solutions, be extended until December 31, 2024;

THAT Funding Appropriation No. 2063 for \$40,155 – Fibre Infrastructure, be extended until December 31, 2024;

Continued...

REPORTS – Continued

11. 2023 Extension of Funding Requests – File: 05-1705-30-0019/2023 – Continued

THAT Funding Appropriation No. 8771 for \$45,039 – Water Capital Plan Update, be extended until December 31, 2024;

THAT Funding Appropriation Nos. 2050 and 2052 for \$54,307 – 2020 Fleet EV Charging Stations, be extended until December 31, 2024;

THAT Funding Appropriation No. 2074 for \$52,874 – Traffic System Pre-Emption for Emergency Vehicles, be extended until December 31, 2025;

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.

PUBLIC CLARIFICATION PERIOD

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

COUNCIL INQUIRIES / REPORTS

NEW ITEMS OF BUSINESS

NOTICES OF MOTION

RECESS TO CLOSED SESSION

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

REPORT OF THE COMMITTEE OF THE WHOLE (CLOSED SESSION)

ADJOURN

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**MINUTES OF THE REGULAR MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBER AND ELECTRONICALLY (HYBRID) FROM CITY HALL, 141 WEST 14TH STREET, NORTH VANCOUVER, BC, ON
MONDAY, DECEMBER 4, 2023**

PRESENT

COUNCIL MEMBERS

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

**participated electronically*

STAFF MEMBERS

L. McCarthy, CAO
B. Pearce, Deputy CAO
A. Cifarelli, Corporate Officer
K. Graham, Corporate Officer
J. Peters, Acting Deputy Corporate Officer
L. Sawrenko, Chief Financial Officer
D. Van Heerden, Manager, Financial Planning
H. Granger, City Solicitor
K. Magnusson, Director, Engineering, Parks and Environment
B. Willock, Deputy Director, Infrastructure Management
M. Holm, Manager, Engineering Design
J. Roy, Manager, Civic Facilities
E. Doran, Director, People and Culture
C. Bulman, Committee Clerk

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

APPROVAL OF AGENDA

Moved by Councillor Back, seconded by Councillor Bell

1. Regular Council Meeting Agenda, December 4, 2023

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

Moved by Councillor Girard, seconded by Councillor McIlroy

2. Regular Council Meeting Minutes, November 27, 2023

CARRIED UNANIMOUSLY

PROCLAMATION

Mayor Buchanan declared the following proclamation:

National Day of Remembrance and Action on Violence Against Women
– December 6, 2023

PUBLIC INPUT PERIOD

- Marc Smith, 3941 Capilano Road, North Vancouver, spoke regarding the City's incorporation status.
- Robb Webb, 1415 East 18th Street, North Vancouver, spoke regarding Peace, Order and Good Governance (POGG).
- Ian Cymet, 5815 Grousewoods Crescent, North Vancouver, spoke in support of the Council Code of Conduct.

CONSENT AGENDA

Moved by Councillor Bell, seconded by Councillor McIlroy

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

CARRIED UNANIMOUSLY

START OF CONSENT AGENDA

CORRESPONDENCE

3. Board in Brief, Metro Vancouver Regional District, November 24, 2023
– File: 01-0400-60-0006/2023

Re: Metro Vancouver – Board in Brief

Moved by Councillor Bell, seconded by Councillor McIlroy

THAT the correspondence from Metro Vancouver, dated November 24, 2023, regarding the "Metro Vancouver – Board in Brief", be received and filed.

(CARRIED UNANIMOUSLY)

BYLAWS – ADOPTION

4. "North Vancouver Cemetery Bylaw, 2011, No. 8109, Amendment Bylaw, 2023, No. 8961" (Fee Schedule and Memorial Regulations)

Moved by Councillor Bell, seconded by Councillor McIlroy

THAT "North Vancouver Cemetery Bylaw, 2011, No. 8109, Amendment Bylaw, 2023, No. 8961" (Fee Schedule and Memorial Regulations) be adopted, signed by the Mayor and Corporate Officer and affixed with the corporate seal.

(CARRIED UNANIMOUSLY)

CONSENT AGENDA – Continued

BYLAWS – ADOPTION – Continued

5. “Street and Traffic Bylaw, 1991, No. 6234, Amendment Bylaw, 2023, No. 8979”
(Schedule F – Fees)

Moved by Councillor Bell, seconded by Councillor McIlroy

THAT “Street and Traffic Bylaw, 1991, No. 6234, Amendment Bylaw, 2023, No. 8979” (Schedule F – Fees) be adopted, signed by the Mayor and Corporate Officer and affixed with the corporate seal.

(CARRIED UNANIMOUSLY)

6. “Water Utility Bylaw, 1994, No. 6417, Amendment Bylaw, 2023, No. 8980”
(Schedule A – Water Services Fees)

Moved by Councillor Bell, seconded by Councillor McIlroy

THAT “Water Utility Bylaw, 1994, No. 6417, Amendment Bylaw, 2023, No. 8980” (Schedule A – Water Services Fees) be adopted, signed by the Mayor and Corporate Officer and affixed with the corporate seal.

(CARRIED UNANIMOUSLY)

7. “Sewerage and Drainage Utility Bylaw, 1995, No. 6746, Amendment Bylaw, 2023, No. 8981” (Schedule A – Sewer and Drainage Services Fees)

Moved by Councillor Bell, seconded by Councillor McIlroy

THAT “Sewerage and Drainage Utility Bylaw, 1995, No. 6746, Amendment Bylaw, 2023, No. 8981” (Schedule A – Sewer and Drainage Services Fees) be adopted, signed by the Mayor and Corporate Officer and affixed with the corporate seal.

(CARRIED UNANIMOUSLY)

8. “Construction Regulation Bylaw, 2003, No. 7390, Amendment Bylaw, 2023, No. 8982” (Schedule A – Fees and Deposits)

Moved by Councillor Bell, seconded by Councillor McIlroy

THAT “Construction Regulation Bylaw, 2003, No. 7390, Amendment Bylaw, 2023, No. 8982” (Schedule A – Fees and Deposits) be adopted, signed by the Mayor and Corporate Officer and affixed with the corporate seal.

(CARRIED UNANIMOUSLY)

CONSENT AGENDA – Continued

BYLAWS – ADOPTION – Continued

9. “Bylaw Notice Enforcement Bylaw, 2018, No. 8675, Amendment Bylaw, 2023, No. 8983” (Schedule A – Street and Traffic Bylaw Penalties)

Moved by Councillor Bell, seconded by Councillor McIlroy

THAT “Bylaw Notice Enforcement Bylaw, 2018, No. 8675, Amendment Bylaw, 2023, No. 8983” (Schedule A – Street and Traffic Bylaw Penalties) be adopted, signed by the Mayor and Corporate Officer and affixed with the corporate seal.

(CARRIED UNANIMOUSLY)

10. “Fees and Charges Bylaw, 1993, No. 6383, Amendment Bylaw, 2023, No. 8984” (Schedule C – Filming Fees)

Moved by Councillor Bell, seconded by Councillor McIlroy

THAT “Fees and Charges Bylaw, 1993, No. 6383, Amendment Bylaw, 2023, No. 8984” (Schedule C – Filming Fees) be adopted, signed by the Mayor and Corporate Officer and affixed with the corporate seal.

(CARRIED UNANIMOUSLY)

11. “North Vancouver Recreation and Culture Commission Establishing Bylaw, 2009, No. 8020, Amendment Bylaw, 2023, No. 8996” (Schedule A)

Moved by Councillor Bell, seconded by Councillor McIlroy

THAT “North Vancouver Recreation and Culture Commission Establishing Bylaw, 2009, No. 8020, Amendment Bylaw, 2023, No. 8996” (Schedule A) be adopted, signed by the Mayor and Corporate Officer and affixed with the corporate seal.

(CARRIED UNANIMOUSLY)

12. “North Vancouver Recreation and Culture Commission Delegation Bylaw, 2014, No. 8381, Amendment Bylaw, 2023, No. 8998” (Schedule A)

Moved by Councillor Bell, seconded by Councillor McIlroy

THAT “North Vancouver Recreation and Culture Commission Delegation Bylaw, 2014, No. 8381, Amendment Bylaw, 2023, No. 8998” (Schedule A) be adopted, signed by the Mayor and Corporate Officer and affixed with the corporate seal.

(CARRIED UNANIMOUSLY)

CONSENT AGENDA – Continued

BYLAWS – ADOPTION – Continued

13. “Council Remuneration Bylaw, 2021, No. 8820, Amendment Bylaw, 2023, No. 8999” (Text Amendment)

Moved by Councillor Bell, seconded by Councillor McIlroy

THAT “Council Remuneration Bylaw, 2021, No. 8820, Amendment Bylaw, 2023, No. 8999” (Text Amendment) be adopted, signed by the Mayor and Corporate Officer and affixed with the corporate seal.

(CARRIED UNANIMOUSLY)

REPORT

14. North Shore Advisory Committee on Disability Issues – Terms of Reference Update: Indigenous Representation – File: 01-0360-20-0055/2023

Report: Corporate Officer, November 2, 2023

Moved by Councillor Bell, seconded by Councillor McIlroy

PURSUANT to the report of the Corporate Officer, dated November 2, 2023, entitled “North Shore Advisory Committee on Disability Issues – Terms of Reference Updates: Indigenous Representation”:

THAT the revised Terms of Reference of the North Shore Advisory Committee on Disability Issues to include Indigenous representation be approved.

(CARRIED UNANIMOUSLY)

END OF CONSENT AGENDA

PRESENTATION

2024 Utility Budgets, Rates and Bylaw Updates – Chief Financial Officer

The Chief Financial Officer and Director, Engineering, Parks and Environment, provided a PowerPoint presentation regarding “2024 Utility Budgets, Rates and Bylaw Updates” and responded to questions of Council.

REPORT

15. 2024 Utility Rates – File: 05-1820-04-0001/2023

Report: Chief Financial Officer and Director, Engineering, Parks and Environment,
November 22, 2023

Moved by Councillor Girard, seconded by Councillor Shahriari

PURSUANT to the report of the Chief Financial Officer and Director, Engineering, Parks and Environment, dated November 22, 2023, entitled “2024 Utility Rates”:

THAT the 2024 Utilities Budgets and the 2023-2027 Utilities Capital Plan, dated November 22, 2023, be endorsed;

AND THAT the following bylaws be considered:

- “Water Utility Bylaw, 1994, No. 6417, Amendment Bylaw, 2023, No. 9001”;
- “Sewerage and Drainage Utility Bylaw, 1995, No. 6746, Amendment Bylaw, 2023, No. 9002”; and
- “Solid Waste Management Service Bylaw, 1997, No. 6920, Amendment Bylaw, 2023, No. 9003”.

CARRIED UNANIMOUSLY

BYLAWS – FIRST, SECOND AND THIRD READINGS

16. “Water Utility Bylaw, 1994, No. 6417, Amendment Bylaw, 2023, No. 9001”

Moved by Councillor Back, seconded by Councillor Valente

THAT “Water Utility Bylaw, 1994, No. 6417, Amendment Bylaw, 2023, No. 9001” be given first and second readings.

CARRIED UNANIMOUSLY

Moved by Councillor Back, seconded by Councillor Valente

THAT “Water Utility Bylaw, 1994, No. 6417, Amendment Bylaw, 2023, No. 9001” be given third reading.

CARRIED UNANIMOUSLY

BYLAWS – FIRST, SECOND AND THIRD READINGS – Continued

17. “Sewerage and Drainage Utility Bylaw, 1995, No. 6746, Amendment Bylaw, 2023, No. 9002”

Moved by Councillor Back, seconded by Councillor Valente

THAT “Sewerage and Drainage Utility Bylaw, 1995, No. 6746, Amendment Bylaw, 2023, No. 9002” be given first and second readings.

CARRIED UNANIMOUSLY

Moved by Councillor Back, seconded by Councillor Valente

THAT “Sewerage and Drainage Utility Bylaw, 1995, No. 6746, Amendment Bylaw, 2023, No. 9002” be given third reading.

CARRIED UNANIMOUSLY

18. “Solid Waste Management Service Bylaw, 1997, No. 6920, Amendment Bylaw, 2023, No. 9003”

Moved by Councillor Back, seconded by Councillor Valente

THAT “Solid Waste Management Service Bylaw, 1997, No. 6920, Amendment Bylaw, 2023, No. 9003” be given first and second readings.

CARRIED UNANIMOUSLY

Moved by Councillor Back, seconded by Councillor Valente

THAT “Solid Waste Management Service Bylaw, 1997, No. 6920, Amendment Bylaw, 2023, No. 9003” be given third reading.

CARRIED UNANIMOUSLY

REPORT

19. Revised Council Code of Conduct – File: 01-0530-01-0001/2023

Report: Corporate Officers, November 21, 2023

Moved by Councillor Bell, seconded by Councillor Girard

PURSUANT to the report of the Corporate Officers, dated November 21, 2023, entitled “Revised Council Code of Conduct”:

THAT the revised Council Code of Conduct be approved.

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 Back

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)(k) [contract negotiations] and 90(2)(b) [intergovernmental relations].

CARRIED UNANIMOUSLY

The meeting recessed to the Committee of the Whole, Closed Session, at 7:25 pm and reconvened at 8:58 pm.

REPORT OF THE COMMITTEE OF THE WHOLE (CLOSED SESSION)

20. Contract Negotiations – File: 06-2320-01-0001/2023

Report: Manager, Real Estate, and Manager, The Shipyards and Waterfront,
November 22, 2023

Moved by Councillor Valente, seconded by Councillor Girard

PURSUANT to the report of the Manager, Real Estate, and Manager, The Shipyards and Waterfront, dated November 22, 2023, regarding contract negotiations:

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 Manager, Real Estate, and Manager, The Shipyards and Waterfront, dated November 22, 2023, remain in the Closed session.

CARRIED UNANIMOUSLY

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

21. Land Matter – File: 06-2380-01-0001/2023

Report: Manager, Real Estate, November 22, 2023

Moved by Councillor Valente, seconded by Councillor Girard

PURSUANT to the report of the Manager, Real Estate, dated November 22, 2023, 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 Manager, Real Estate, dated November 22, 2023, remain in the Closed session.

CARRIED UNANIMOUSLY

22. Appointments to the North Vancouver City Library Board – File: 01-0360-20-0070/2023

Report: Corporate Officers, November 22, 2023

Moved by Councillor Valente, seconded by Councillor Girard

PURSUANT to the report of the Corporate Officers, dated November 22, 2023, entitled “Appointments to the North Vancouver City Library Board”:

THAT Rebecca Bouchard, Amir Hazfi, Eva Luptakova and Parveen Somji be reappointed to the North Vancouver City Library Board for the term commencing on January 1, 2024 and concluding on December 31, 2025;

THAT Hazel Allan and Duncan Brown be appointed to the North Vancouver City Library Board for the term commencing on January 1, 2024 and concluding on December 31, 2025;

AND THAT the report of the Corporate Officers, dated November 22, 2023, entitled “Appointments to the North Vancouver City Library Board”, remain in the Closed session.

CARRIED UNANIMOUSLY

ADJOURN

Moved by Councillor Valente, seconded by Councillor Back

THAT the meeting adjourn.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:59 pm.

“Certified Correct by the Corporate Officer”

CORPORATE OFFICER

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THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 9001

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, 2023, No. 9001”**.
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 1st day of January, 2024.

READ a first time on the 4th day of December, 2023.

READ a second time on the 4th day of December, 2023.

READ a third time on the 4th day of December, 2023.

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

MAYOR

CORPORATE OFFICER

SCHEDULE A

Water Services

2024 CONNECTIONS AND SEVERANCE RATES

1. Water Service Connections

Size	Fee
Standard 19 mm	\$9,600
>19 mm	At Cost, with a minimum charge equal to the standard fee.

2. Water Service Severance

For Standard 19 mm Replacement	\$1,290
>19 mm service replacement	At Cost, with a minimum charge equal to the standard fee.

3. Water Connection Reuse \$2,690

4. Turn on/off \$52

5. Flat fee for installation and removal of temporary meter \$430

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

2024 Water Use Rates

1. WATER RATES

1. For Temporary Service during construction

Building Size (Total Floor Area)

46 sq. m to 460 sq. m	\$189
Over 460 sq. m but not exceeding 4,600 sq. m	\$373
Over 4,600 sq. m but not exceeding 23,000 sq. m	\$619
Over 23,000 sq. m	\$985

2. Flat Rates (un-metered premises)

Single Unit Dwelling	\$631 per year
Duplexes (including infills) per unit	\$529 per year
Multiple Unit Dwellings (including extra living units within single unit dwellings, apartments, condominiums, garden apartments and coach houses) for each dwelling	\$371 per year
Stores, offices, other commercial premises not elsewhere designated; Churches and Public Halls per fixture	\$142 per year
Water Cooling Units	\$980 per year
Schools per Classroom	\$452 per year
Minimum charge for any service	\$631 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	\$ 1.5708 per cubic metre
	June 1 to September 30	\$ 1.9634 per cubic metre
	October 1 to December 31	\$ 1.5708 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	\$375
For meters over 50 mm	\$536

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. 9002

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, 2023, No. 9002”**.
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 1st day of January, 2024.

READ a first time on the 4th day of December, 2023.

READ a second time on the 4th day of December, 2023.

READ a third time on the 4th day of December, 2023.

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

MAYOR

CORPORATE OFFICER

SCHEDULE A

Sewer and Drainage Services

2024 CONNECTION AND SEVERANCE FEES

1. SANITARY CONNECTION

Size	Fee
Standard 100mm Replacement or Relining	\$8,600
>100mm	At Cost, with a minimum charge equal to the standard fee
Inspection Chamber	\$2,680
Private Sewer Connection Inspection and Certification Deposit	\$2,680
Sanitary Severance	\$1,290

2. STORM CONNECTION

Size	Fee
Standard 150mm Replacement or Relining	\$6,900
>150mm	At Cost, with a minimum charge equal to the standard fee
Inspection Chamber	\$2,680
Storm Sewer Extension and Connection for Single Unit Developments exceeding \$150,000 and excluding subdivision	\$1,340 per linear metre based on the total width of the lot serviced
Storm Severance	\$1,290
Off-Site Stormwater Management Facility Fees	\$34 per square metre of premises lot area or at cost to provide works on public property
Storm Collection System Ditch Culvert	\$270 per linear metre based on Construction the length of the culvert pipe

SCHEDULE B

2024 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

2024 Rates

1. **Annual Sewer Parcel Tax** \$ 0 per year

2. Flat Rates (un-metered premises)

Single Unit Dwelling.....\$637 per year

Duplexes (including infills) per unit.....\$590 per year

Multiple Unit Dwellings (including extra living units
within single unit dwellings, apartments,
condominiums, garden apartments and coach houses)
for each dwelling.....\$397 per year

Stores, offices, other commercial premises
not elsewhere designated; Churches and Public Halls
per fixture\$155 per year

Minimum charge for any service is.....\$637 per year

Rate surcharge for combined connections.....\$637 per year

3. Metered Rates

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

\$2.5901 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.....\$2.5901 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/m³, 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. 9003

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, 2023, No. 9003”**.
2. “Solid Waste Management Service Bylaw, 1997, No. 6920” is amended as follows:
 - A. Part 11 – Schedules:
 - (1) Delete Schedule “A” in its entirety and replace with the new Schedule “A” attached to this bylaw;
 - (2) Delete Schedule “C” in its entirety and replace with the new Schedule “C” attached to this bylaw.
3. This bylaw shall be effective as of the 1st day of January, 2024.

READ a first time on the 4th day of December, 2023.

READ a second time on the 4th day of December, 2023.

READ a third time on the 4th day of December, 2023.

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

MAYOR

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 an additional maximum of twelve tags per household in a calendar year.

Annual User Charge

GARBAGE	2024 Rates
1. Per dwelling unit for single unit dwelling, duplex and infill	\$138.00
2. Per dwelling unit for secondary suite, coach house and multi-unit dwellings greater than 2 units	\$93.00
3. Per Residential garbage tag	\$6.00
4. Per Residential Green Can tag	\$6.00
GREEN CAN	2024 Rates
1. Per dwelling unit for single unit dwelling, duplex and infill	\$165.00
2. Per dwelling unit for secondary suite, coach house and multi-unit dwellings greater than 2 units	\$100.00
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">• Residential• Utility• Major Industry• Light Industry• Business• Recreation / non-profit <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 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 Finance Department, City Hall, 141 West 14th Street, North Vancouver, BC V7M 1H9.

Residential Garbage Tag

No 00001



Residential Garbage Tag

Name: _____

Address: _____

Date: _____

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

No 00001



Residential Green Can Tag

Name: _____

Address: _____

Date: _____

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.

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Canadian Mental Health Association, North West Vancouver

Focus: Updates from the North Shore's Peer Assisted Care Team (PACT)

For City of North Vancouver Council
Presented by Talayah Jamshidi, Interim Executive Director, CMHA NWV
December 11, 2023



**Canadian Mental
Health Association**
North and West Vancouver
Mental health for all

Our team



**Canadian Mental
Health Association**
North and West Vancouver
Mental health for all

How we help



About North Shore PACT

North Shore PACT is a mobile community-led crisis response team that launched on November 4, 2021. PACT attends crisis calls related to mental health and/or substance use on the North Shore.

Key components:

- Provide support via phone call, text, or in-person visits
- Available 7 days a week from 8 am to 12:30 am
- Individuals and families ages 13+
- Provide services in English and Farsi
- Respond in a team of two - a trained peer support worker and a mental health professional
- Fulsome intake process to assess risk prior to deployment

آیا شما یا عزیزانتان دچار پریشانی و ناراحتی هستید؟
ما می‌توانیم به شما یاری برسانیم

با PACT - Peer Assisted Care Team (مددکاران هم‌درد و هم‌تجربه) تماس بگیرید

PACT یک تیم هم‌دردی برای پریشانی به فاس‌های شخصی مربوط به بهداشت روانی یا اعتیاد می‌باشد. ما با ایجاد محیطی امن و سازگار با فرهنگ‌های گوناگون، و با یادگیری افراد آگاه به آسیب‌های آسیب‌رسان و روانی (trauma-informed)، خدمت‌های خود را ۲۴ ساعته به شما ارائه می‌دهیم.

• قابل به خودکشی و آسیب زدن به خودتان
• خانواده‌ها، دوستان و معارف
• استفاده از کتور و مواد مخدر
• از دست دادن ارتباط با دوست

• احساس پریشانی و ناامیدی
• احساس تنهایی و انزوا
• ترس و اضطراب

برای آگاهی بیشتر به وبسایت www.northshorepact.com سر بزنید

تلفن: 1-888-261-7228
پیامک: 778-839-1831

ساعات کاری: پنجشنبه تا دوشنبه
۲ بعد از ظهر تا ۱۲ (نیمه شب)

بیمه‌های درمانی و خدماتی: بیمه‌های درمانی و خدماتی

PACT is expanding!

Thanks to funding from the **Ministry of Mental Health and Addictions**, PACT is operating in New Westminster, Victoria and the North Shore.

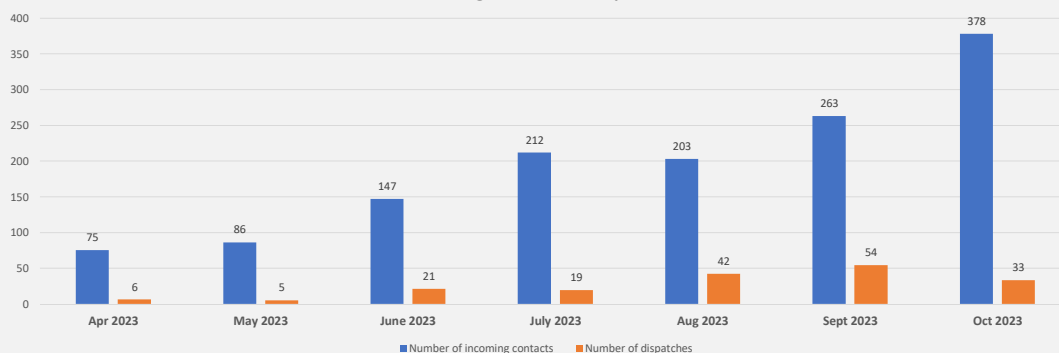
Coming soon: PACTs in Kamloops, Prince George and Comox/Courtney

And 3 more communities to be announced as locations soon!

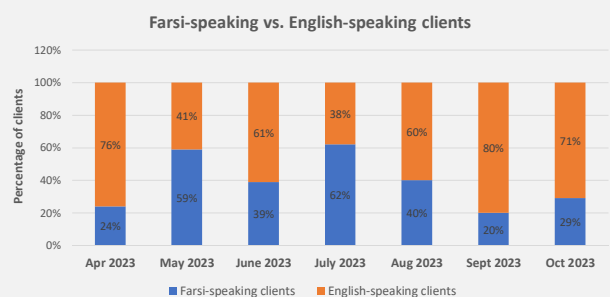
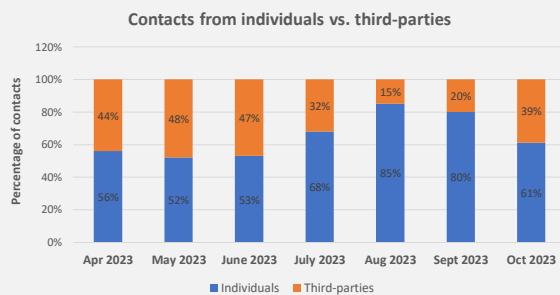


Calls to North Shore PACT:

Incoming contacts and dispatches



Overview of our work



Types of calls

- Individuals with suicidal ideation
- Individuals with substance use disorders and addictions
- Those diagnosed with mental illnesses like depression, panic attacks, and anxiety
- People experiencing grief or isolation
- Families and individuals dealing with food insecurity and seeking referrals for housing, legal services, and counselling
- Families in conflict related to separation, dispute or intimate partner violence
- Newcomers in Canada navigating immigration or triggered by adverse world events
- People facing financial problems





Key Findings

Service enhancement and access

- Flexibility, incoming 24/7 availability, and early intervention alleviate long-term pressure on health and social services.

Role of non-police mental health services

- Many groups appreciate a non-police, peer-led response to crisis.
- PACT welcomes referrals from emergency services and continue to acknowledge that police still play a needed role in the community.

Cultural sensitivity and community engagement

- PACT is for everyone – new immigrants and refugees from all backgrounds, middle class families, and chronically house-less individuals.

Connecting mental health and social issues

- PACT addresses social issues (i.e. food insecurity, unemployment, housing etc) in the short-term, but long-term systemic barriers in the community remain.

Stories to share



Thank you!

Questions?





Canadian Mental
Health Association
North and West Vancouver
Mental health for all

North & West Vancouver Branch
300 – 1835 Lonsdale Avenue
North Vancouver, British Columbia V7M 2J8
Phone: 604-987-6959 Fax: 604-980-0336

August 31, 2023

Dear Mayor and Council,

Please accept this letter as our request to present to Council regarding progress and service updates on our Peer Assisted Care Team (PACT) program. Since launching PACT services in Nov 2021 and presenting to District and City Councils across the North Shore in Feb 2022 (including CNV), our program has evolved and grown to become one of the core pillars of the North Shore community.

Between Jan 2023 to July 2023, our team received a total of 800 contacts. In response to the growing community needs for PACT, and the provincial government's prioritization of crisis response and early intervention supports, we have expanded our capacity and are set to transition to a 24/7 model in Fall 2023.

We have worked to strengthen our relationships with different communities on the North Shore, including health service providers, school districts, first responders, and the Squamish and Tsleil-Waututh Nations who are collaborating with us to create a more streamlined, accessible, and culturally-informed response to mental health/substance use crisis. Beyond supporting the mental health needs of clients, PACT has also increasingly served as a guide to connect folks to the appropriate resources/services (such as outreach, food banks, shelters, legal services, emergency departments).

We would be grateful for another opportunity to share more detailed analysis of our contact data, our plans for expansion and what we are hearing and learning from people across the North Shore community who are experiencing mental health distress.

Thank you,

Julia Kaisla

Executive Director
She/Her/Hers

CMHA North and West Vancouver Branch




Canadian Mental Health Association, North and West Vancouver Branch
300-1835 Lonsdale Avenue, North Vancouver BC V7M 2J8
Cell: 778-847-1507 Tel: 604-987-6959 Fax :604-980-0336
www.northwestvancouver.cmha.bc.ca

Reviewed by:

CAO

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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: Matthew Menzel, Planner 2

Subject: ZONING BYLAW TEXT AMENDMENT FOR 630 BROOKSBANK AVENUE (WSP CANADA INC. / KASIAN ARCHITECTURE)

Date: November 8, 2023 File No: 08-3400-20-0059/1

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

RECOMMENDATION

PURSUANT to the report of the Planner 2, dated November 8, 2023, entitled "Zoning Bylaw Text Amendment for 630 Brooksbank Avenue (WSP Canada Inc. / Kasian Architecture)":

THAT the application submitted by WSP Canada Inc. / Kasian Architecture, for a text amendment to the Comprehensive Development 201 (CD-201) Zone, associated with the property located at 630 Brooksbank Avenue, be considered and no Public Hearing be held, in accordance with the *Local Government Act*;

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

AND THAT the community benefits listed in the report section "Community Benefits" be secured through agreements at the applicant's expense and to the satisfaction of staff.

ATTACHMENTS

1. Context Map (CityDocs [2343676](#))
2. Architectural Drawings, dated October 17, 2023 (CityDocs [2427929](#))
3. Landscaping Drawings, dated July 12, 2023 (CityDocs [2427931](#))
4. Advisory Design Panel Resolution, dated October 3, 2022 (CityDocs [2229861](#))
5. Advisory Design Panel Resolution, dated March 24, 2023 (CityDocs [2347822](#))
6. Public Consultation Summary (CityDocs [2216061](#))
7. "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2023, No. 8991" (CityDocs [2405434](#))

SUMMARY

This report is for a rezoning application at 630 Brooksbank Avenue to amend the current Comprehensive Development CD-201 zone in the Zoning Bylaw. This amendment is to permit a three-storey industrial building for BC Hydro's North Vancouver Operations Facility, complete with vehicle bays, office space, a works yard and underground parking.

A road dedication of 5.0 metres (16.4 feet) is to be provided at the western lot line, along the frontage of 630 Brooksbank Avenue to facilitate future road upgrades.

BACKGROUND

Applicant:	WSP Canada Inc.
Architect:	Kasian Architecture
Official Community Plan Designation:	Mixed Employment
Existing Zoning:	CD-201
Applicable Guidelines:	None

DISCUSSION

Site Context and Surrounding Use

The site is located at 630 Brooksbank Avenue, between East Keith Road to the north and Cotton Road to the south, and is within close proximity to a major transportation route being Highway 1 immediately to the north.

The properties to the north and south are two-storey industrial uses, improved by a business park and a storage facility respectively. The property directly to the east is the North Shore Winter Club, a two-storey recreational facility, and to the north-east is a residential apartment building. The properties to the east are located in the District of North Vancouver, as the border between the City and the District runs along Lynnmouth Avenue. To the west is a cluster of industrial buildings belonging to North Shore Studios.

The buildings immediately surrounding the subject site are described in Table 1 below:

Table 1. Surrounding uses

Direction	Address	Description	Zoning
North	1225 E Keith Road	CD Zone	1-2 storey industrial
South	600 Brooksbank Avenue	CD Zone	2 storey industrial
East	Various District of North Vancouver sites	DNV Zoning Bylaw: CD Zone	17 storey seniors living apartments North Shore Winter Club
West	555 Brooksbank Avenue	CD Zone	1-2 storey industrial

Policy Context

The subject site is designated Mixed Employment in the Official Community Plan (OCP), which allows for a mix of light industrial and automotive uses, along with complementary commercial uses being supported. The OCP does not specify density or height provisions for land within the Mixed Employment land use designation.

Project Description

The application is for the redevelopment of BC Hydro's North Vancouver Operations Facility. The facility will service a catchment area of North Vancouver, West Vancouver, Lions Bay, Bowen Island, Deep Cove and Indian Arm communities, as well as providing support to the Sea-to-Sky Corridor.

The proposal includes a new three-storey operations building with underground parking on the eastern part of the site. Level 1 accommodates seven line truck bays, materials management, workshops and common areas, as well as a customer service area with a dedicated visitor building entrance. Levels 2 and 3 accommodate employee workspaces and support spaces, including meeting rooms, business centres and a fitness room.

The yard contains two covered storage structures, a covered vehicle storage building and a covered pallet racking structure. The yard also accommodates uncovered material storage, staging areas, an emergency pole bunk and an emergency generator.

The following table provides an overview of the proposed development:

Table 2: *Development proposal overview*

Element	Proposal
Density	0.65 FSR
Building Height	14 metres / 3 storeys
Floor Area	Industrial Floor Area: 2,672.8 square metres (28,770 square feet) Non-industrial Floor Area: 2,607 square metres (28,061.5 square feet) Total: 5,279.8 square metres (56,831.3 square feet)

Development Staging

The project will be undertaken in 4 stages:

- Stage 1 – Demolition of existing yard buildings and structures, and partial demolition of existing operations building.
- Stage 2 – Construction of new building, parkade and front yard landscaping.
- Stage 3 – Relocation of staff to new building, and demolition of existing building.
- Stage 4 – Construction of new yard buildings and structures.

The purpose for staging the development is to retain the functionality of the existing building and not displace employees while the new building is being constructed. Positioning the new operations building along Lynnmouth Avenue rather than Brooksbank Avenue facilitates a more efficient development process in which BC Hydro employees can remain in their current building while the new one is being constructed.

PLANNING ANALYSIS

Policy Alignment

The property is designated Mixed Employment in the Official Community Plan (OCP). The Mixed Employment designation allows for light industrial uses, including storage, as a complementary service commercial use.

The proposed development will primarily function as an industrial use, which includes vehicle storage, vehicle maintenance, materials storage and fabrication. The proposal will also provide an administrative function that is critical to BC Hydro's operation. The proposed shift to increase permitted space dedicated to industrial use is in line with the draft Economic Strategy.

Given the proposed development serves an essential public service for the North Shore and surrounding communities, along with the predominately industrial nature of the facility, the land use is determined to be consistent with the intent for the Mixed Employment area.

Built Form and Urban Design

The proposed built form is consistent with the industrial character of the neighbourhood. The proposed height at approximately 14 metres and three storeys is consistent with surrounding buildings and will ensure the building integrates with future developments on adjoining lots.

The proposed building setbacks are also determined to be appropriate for the industrial nature of the neighbourhood, and will allow for appropriate separation from nearby industrial buildings for new landscaping treatments to be incorporated into the site.

The visitor lobby is located at the north-east corner of the building fronting Lynnmouth Avenue. A large landscaped entrance plaza has been provided adjacent to the Lynnmouth Avenue frontage, to create an engaging entrance, which will also serve as an amenity area for staff members.

Opportunities for public art have been established along the Brooksbank Avenue frontage to soften the visual impacts of the development and create an engaging frontage. Appropriate landscaping treatments have also been provided throughout the development.

Proposed Zoning Changes

The proposal involves a text amendment to the current Comprehensive Development CD-201 Zone, which is based on the Special Industrial (M-3) zone. To allow the proposed development, the proposed bylaw would include the following modifications to the CD-201 zone base:

Table 3. Summary of Proposed Zoning Changes

	CURRENT CD-201 ZONE	PROPOSED CD-201 ZONE
Permitted Principal Uses	Industrial Uses Non-industrial uses, accessory to the principal industrial uses (no more than 60.2% of the GFA)	Industrial Uses Non-industrial uses, accessory to the principal industrial uses (no more than 50% of the GFA)
Density Maximum	0.3 FSR	0.65 FSR
Lot Coverage Maximum	17.8 percent	33 percent
Height Maximum	9 metres (29.5 feet)	3 storeys / 14 metres
Siting	Front Lot Line - 6.096m (20 feet) Interior Side Lot Line - 3.048m (10 feet) Exterior Side Lot Line - 6.096m (20 feet) Rear Lot Line - 3.048m (10 feet)	Rear Lot Line – 1.096m (3 feet 7 inches), from new property boundary following road dedication.

Non-Industrial uses

While the proposal involves an increase to the amount of non-industrial floor area utilized on the site, the majority of the site layout will involve Accessory Outdoor Storage activities, which comprise approximately half of the sites activities. On this basis, despite 50% of the gross floor area being allocated for non-industrial activities, the proposal ensures that industrial land uses will be the primary focus of activities carried out on-site, and therefore does not diminish the viability of the City's Mixed Employment and industrial lands.

Further, the proposed operation functions as an essential service for the North Shore and surrounding communities, and its continued functionality is critical for the safety and servicing of residents.

Parking, Loading and Transportation

The application proposes vehicle access to the underground parkade from a new driveway extended from the Lynnmouth Avenue. The underground parkade accommodates 84 staff and fleet vehicle parking spaces. Further, six visitor parking spaces have been provided at-grade adjacent to the Lynnmouth Avenue frontage. It has been estimated that access to these parking areas represents 90% of the traffic to and from the subject site, ensuring that the majority of traffic movements will be to the lower order road, being Lynnmouth Avenue.

The proposal will also involve a minor alteration to the two existing driveways extended from Brooksbank Avenue, to provide low volume access to the storage yard for line trucks and vehicles making material / equipment deliveries.

Access from both driveways will be restricted to right-in and right-out turning manoeuvres only, except during emergency instances (e.g. downed power lines or fire emergencies), where BC Hydro service vehicles may make left-turns out of the site via the southern driveway. The southern driveway will be marked with painted gore markings, restricting vehicles from blocking access and egress. This arrangement will be secured through a legal agreement, and appropriate signage will be installed to manage this arrangement.

All loading activities will be undertaken on-site and would not impact the functionality of the road network.

Overall, the application meets the parking and loading requirements of the Zoning Bylaw. The relevant statistics are provided in Table 4.

Table 4: Proposed Vehicle and Bicycle Parking

Car Parking	Total of 90 spaces, comprised of: <ul style="list-style-type: none">• 40 fleet stalls;• 44 staff stalls;• 6 visitor stalls.
Line Truck / Trailers	<ul style="list-style-type: none">• 7 enclosed line truck bays.• 7 covered spaces for trailer and equipment.
Bicycle Parking	<ul style="list-style-type: none">• Secure – 16 spaces.• Short Term – 10 spaces.

Off-Site Works and Infrastructure Upgrades

The proposed development will provide off-site streetscape upgrades consistent with the Subdivision and Development Control Bylaw. This includes the reconstruction of the frontage along Lynnmouth Avenue with the installation of new sidewalk, curb and gutter, street trees, street lighting and road paving.

The development will also deliver a 5.0 metre road dedication along the western property line in order to expand the width of Brooksbank Avenue to facilitate future transportation upgrades along this arterial route.

In addition to the bylaw required works, the development will provide a \$50,000 financial contribution for the future upgrade of sanitary sewer infrastructure in the local catchment area, which is currently undersized.

These requirements will be secured through a Servicing Agreement with the City.

Community Benefits

Staff are seeking Council direction to secure the following community benefits as conditions of this rezoning:

- Public Art to a value of \$275,000;
- 5.0m road dedication along the Brooksbank Avenue frontage;
- \$50,000 contribution for sanitary sewer main upgrades.

Legal Agreements

Should Council support this rezoning, the following legal agreements will be prepared prior to final adoption:

- Development Covenant;
- Servicing Agreement;
- Community Good Neighbour Agreement;
- Crane Swing and Shoring Agreement; and
- Flooding Covenant.

The plan for the road dedication will also be required to be prepared by the applicant and signed and delivered to the City with the above-noted agreements prior to final adoption.

Advisory Body Input

Advisory Design Panel

The application was originally reviewed by the Advisory Design Panel (ADP) on September 21, 2022. The Panel did not recommend approval of the proposal pending resolution of a number of issues (refer to Appendix 4).

The application was subsequently reviewed by the Advisory Design Panel (ADP) on March 31, 2023, with the applicant having responded to the concerns raised at the previous meeting. At the second meeting, the Panel recommended approval of the proposal subject to addressing the following issues to the satisfaction of staff:

- further design development of the Brooksbank Avenue frontage to improve the landscape interface and maximize the opportunity for public art;
- ensure good integration of the landscape with the final public art installation;
- further design development to ensure better utility of the roof spaces, by considering the possibility of green elements, such as solar panels, a green roof, and/or plantings;
- reviewing the vehicular access to the parkade and short-term parking area to improve pedestrian safety; and
- further design development to allow softening of the walls on either side of the parkade ramp.

Revised designs were subsequently submitted that addressed the above concerns to the satisfaction of Staff.

Upon consideration of the possibility of introducing green elements on the roof, the applicant's design team has determined that the additional weight of a green roof would not be feasible from a structural standpoint. With that said, planters have been integrated into the design of the Level 2 rooftop amenity area.

COMMUNITY CONSULTATION

Following neighbourhood notification, the City and the applicant received correspondence from three parties. The communications received did not raise any concerns, but were rather product or servicing offerings from third party solicitors.

Public Hearing and New Process When No Public Hearing Held

The *Local Government Act* assumes no Public Hearing is held for proposed zoning bylaw amendments if the bylaw is consistent with the OCP. A local government must pass a resolution if it wishes to hold a public hearing.

Given the proposal's consistency with the OCP, and minimal feedback from the public during the consultation period, staff recommend that no public hearing be held for this application.

Should Council wish to refer the application to a Public Hearing, the first active clause in the resolution should be amended to read as follows:

THAT "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2023, No. 8991" (WSP Canada Inc. / Kasian Architecture, 630 Brooksbank Avenue, CD-201 Text Amendment) be considered and referred to a Public Hearing;

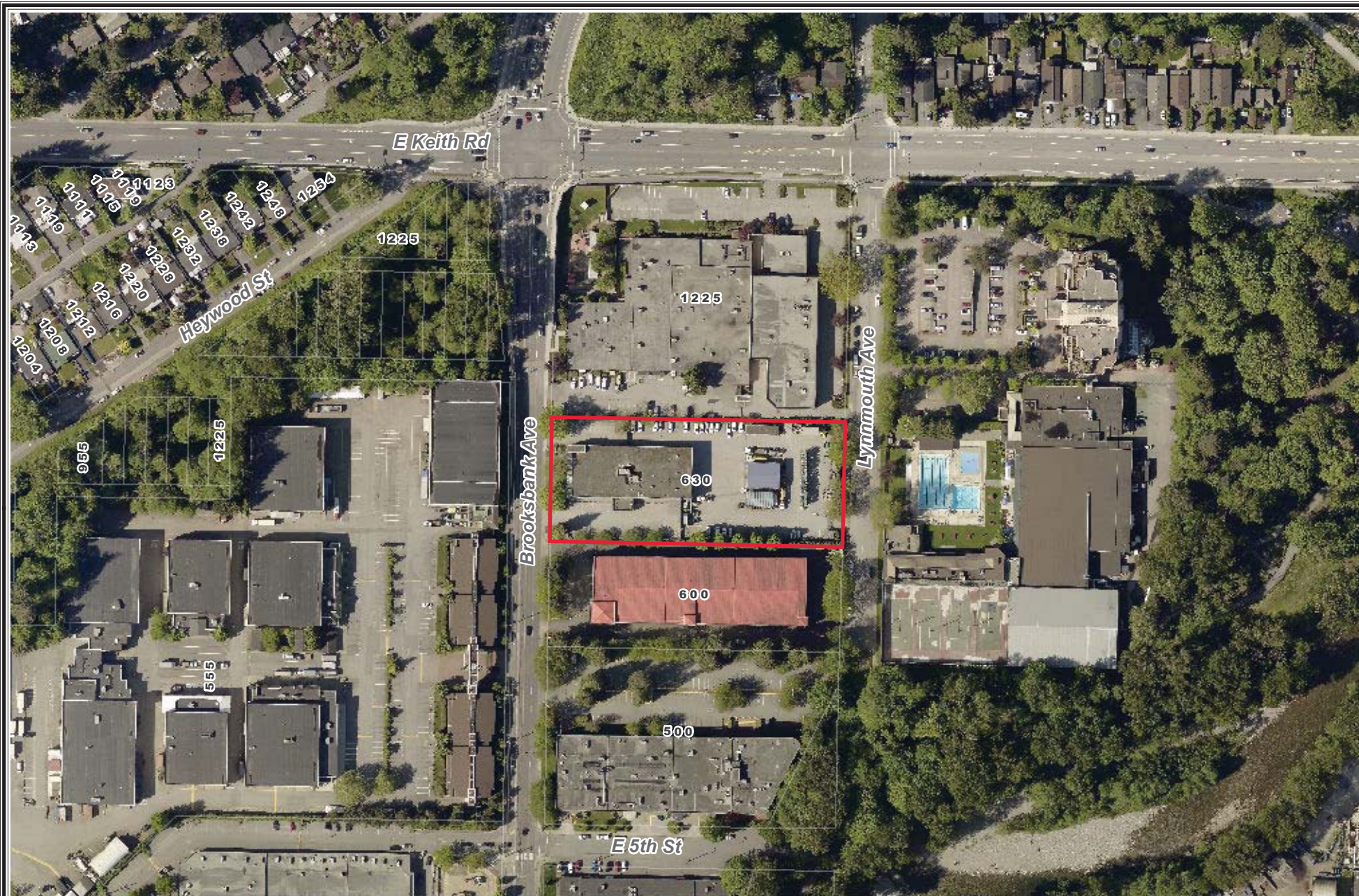
CONCLUSION

This proposal is in alignment with goals and objectives of the OCP, Council Strategic Plan and the draft Economic Strategy to intensify employment generation uses within the City's Mixed Employment areas. The proposal will also ensure the continued operation of an essential community service for the North Shore and surrounding communities. The project will also contribute to the provision of appropriate land dedications to facilitate future upgrades to the City's arterial road networks.

RESPECTFULLY SUBMITTED:



Matthew Menzel
Planner 2





BC HYDRO NORTH VANCOUVER DISTRICT OFFICE

PLN2021-00014

ARCHITECTURAL SHEET LIST	
SHEET NUMBER	DESCRIPTION
A-000	COVER PAGE
A-001	SITE CONTEXT
A-002	SITE CONTEXT
A-101	EXISTING SITE PLAN
A-102	PRELIMINARY PHASING
A-103	PHASE 1 DEMOLITION
A-104	PHASE 1 DEMOLITION
A-105	PHASE 3 DEMOLITION
A-106	SITE PLAN
A-107	SITE PLAN ORIENTATION
A-108	PIPE SAFETY PLAN
A-109	BUILDING CODE COMPLIANCE SITE PLAN
A-110	BUILDING CODE COMPLIANCE FLOOR PLANS
A-111	BUILDING CODE COMPLIANCE FLOOR PLANS
A-112	GFA OVERLAYS
A-113	PARADE LEVEL - PLAN
A-114	LEVEL 1 - PLAN
A-115	LEVEL 2 - PLAN
A-116	SOLAR STUDY
A-201	FUNCTIONAL SITE

ARCHITECTURAL SHEET LIST	
SHEET NUMBER	DESCRIPTION
A-202	ELEVATIONS - MAIN BUILDING
A-203	ELEVATIONS - MAIN BUILDING
A-204	MATERIAL BOARD
A-205	CONTEXT ELEVATIONS
A-206	CONTEXT ELEVATIONS
A-207	BUILDING CONTEXT
A-208	BUILDING CONTEXT
A-209	ELEVATION - 3D VIEWS
A-210	ELEVATION - 3D VIEWS
A-211	PATIO VIEWS
A-300	SECTIONS
A-301	WALL SECTIONS
A-302	GLAZING ELEVATIONS
A-701	MAIN BUILDING FURNITURE PLAN - LEVEL 1
A-702	MAIN BUILDING FURNITURE PLAN - LEVEL 2
A-703	MAIN BUILDING FURNITURE PLAN - LEVEL 3
A-801	PAVING PLANS - VEHICLE STORAGE
A-802	PAVING PLANS - VEHICLE STORAGE
A-803	PAVING PLANS - RACKING AND FABRIC STRUCTURE

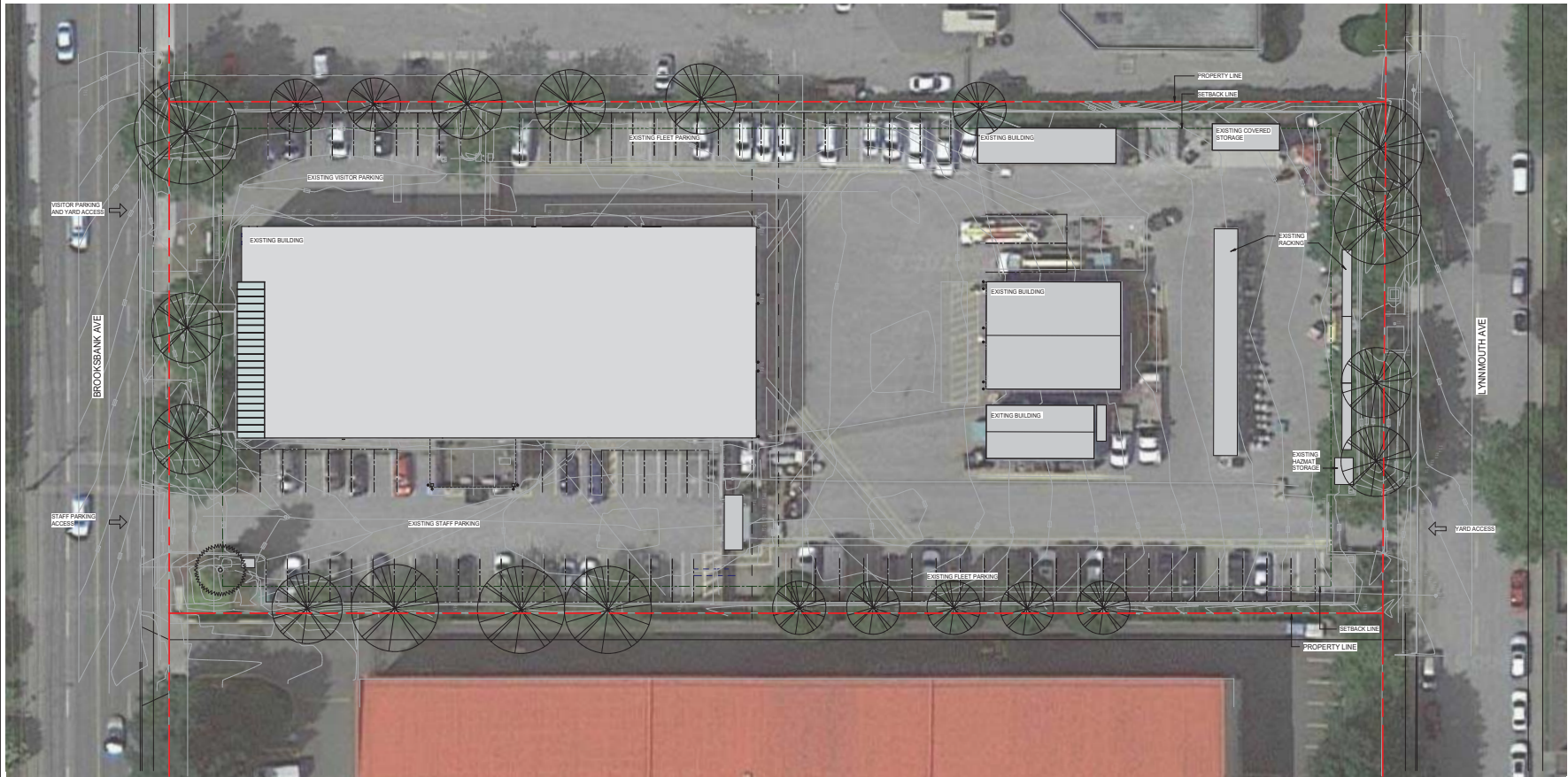
ISSUED FOR RE-ZONING - R1

2023-10-17

[illegible]



4



LEGAL DESCRIPTION
LOT: C BLOCK: F DL: 272 PLAN: LMP1152



WSP GROUP INC.
Suite 1000 400 Water Street
Vancouver BC, Canada V6B 2B1
1-800-465-7881 / 778-616-1700 / www.wspgroup.com

CONSULTANT SUBCONSULTANT



CONSULTANT SUBCONSULTANT

DATE



CLIENT



CLIENT REF #

PROJECT

BC HYDRO NORTH VANCOUVER

430 BROOKSBANK AVE, NORTH VANCOUVER, BC

KEY PLANS

DECLARATION

(CONFIDENTIAL)

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NO.	DATE	DESCRIPTION
8	2023-06-23	ISSUED FOR RE-ZONING
6	2023-03-08	REVISED FOR ASP
7	2023-05-15	FOR REVIEW
5	2022-09-07	ISSUED FOR ASP
4	2022-07-11	REVISED FOR RE-ZONING
3	2021-11-05	FOR DESIGN DEVELOPMENT
2	2021-06-04	FOR DESIGN DEVELOPMENT
1	2021-02-15	FOR SCHEMATIC DESIGN
0	DATE	DESCRIPTION

PROJECT NO. 2022-07-11

DESIGNER SCALE: 1:200	IF THIS SCALE IS NOT SPECIFIED, THE SCALE OF THE DRAWING SHALL BE THE SAME AS THE SCALE OF THE PHOTOGRAPHIC AERIAL PHOTOGRAPHY.
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DRAWN BY: Author	
CHECKED BY: Checker	
DATE: 2023-06-23	

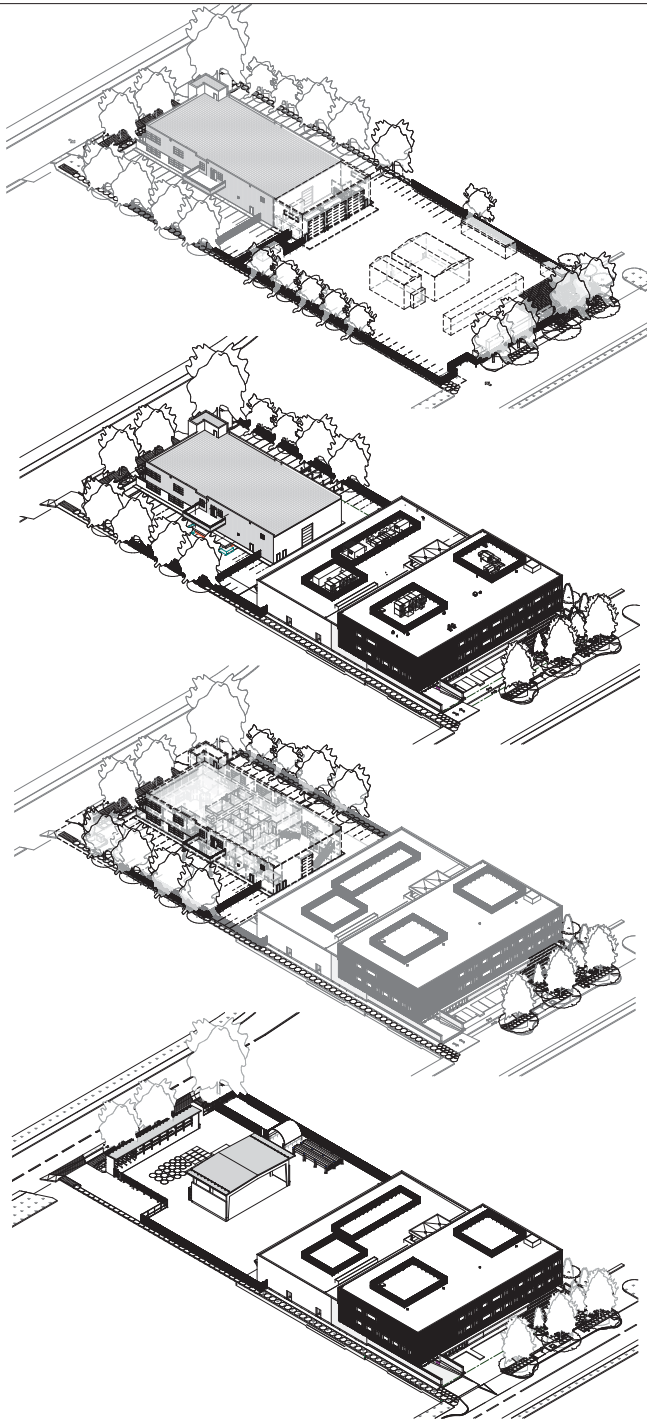
FILE

EXISTING SITE PLAN

DATE: 2023-06-23

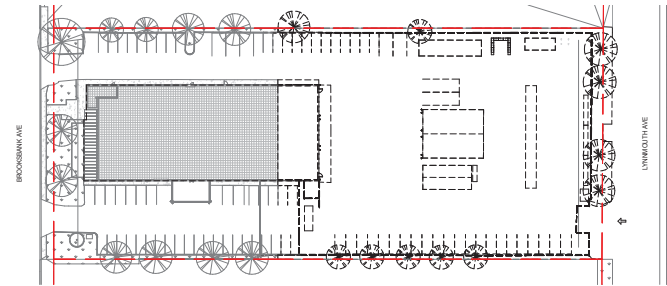
BY: 8

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2023-06-23 10:45:00



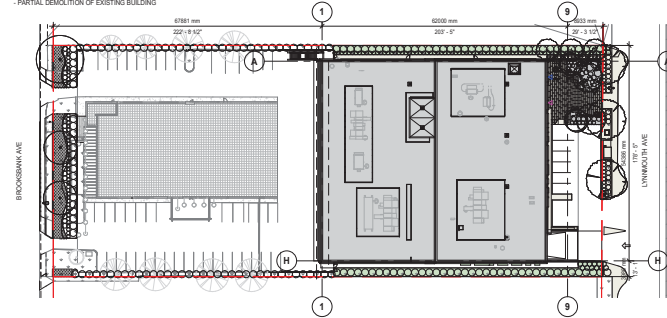
1 PHASING - STEP 1

SCALE: 1:500
A-101
DEMOLISH EXISTING BUILDINGS / STRUCTURES
PARTIAL DEMOLITION OF EXISTING BUILDING



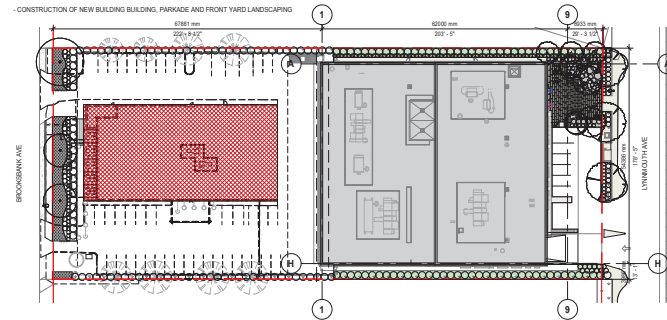
2 PHASING - STEP 2

SCALE: 1:500
A-102
CONSTRUCTION OF NEW BUILDING, PARADE AND FRONT YARD LANDSCAPING



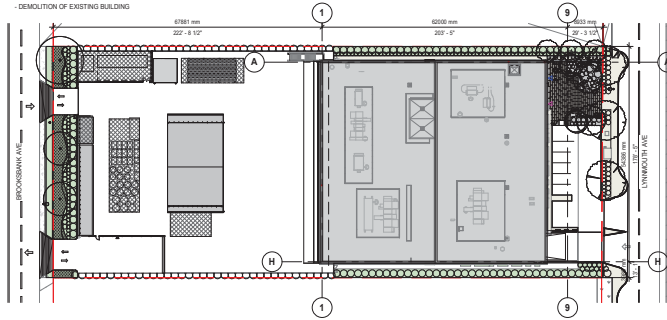
3 PHASING - STEP 3

SCALE: 1:500
A-103
RELICATION OF STAFF TO NEW BUILDING
DEMOLITION OF EXISTING BUILDING



4 PHASING - STEP 4

SCALE: 1:500
A-104
CONSTRUCTION OF YARD



WSP CONSULTANT
Suite 100, 4000 West Street
Vancouver, BC, Canada V6V 2T1
1 604 455 1001 / 604 455 1002



BC HYDRO NORTH VANCOUVER
630 BROOKSBANK AVE, NORTH VANCOUVER, BC

REVISIONS
1. 2023-10-17 ISSUED FOR RE-ZONING R1
2. 2023-07-07 ISSUED FOR PHONING
3. 2023-03-09 ISSUED FOR RFP
4. 2023-06-18 RFP REVIEW
5. 2023-09-07 ISSUED FOR RFP
6. 2023-07-11 ISSUED FOR RE-ZONING
7. 2023-11-09 RFP DESIGN DEVELOPMENT
8. 2023-06-05 RFP DESIGN DEVELOPMENT

DESIGNED BY: Kasian
CHECKED BY: Kasian
DATE: 2023-11-30

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CHECKED BY: Kasian
DATE: 2023-11-30

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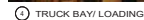
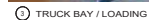
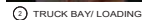
DESIGNED BY: Kasian
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DATE: 2023-11-30

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DATE: 2023-11-30

DESIGNED BY: Kasian
CHECKED BY: Kasian
DATE: 2023-11-30



A	DEMOLISH EXTERIOR WALL FULL HEIGHT; EXTENT AS INDICATED
B	DEMOLISH MAN DOOR
C	DEMOLISH OVERHEAD DOOR
D	DEMOLISH INTERIOR WALL FULL HEIGHT; DEMOLISH RAILING AND ACCESS LADDER ABOVE WALL; PATCH AND REPAIR ADJACENT SURFACES READY FOR NEW FINISH
E	DEMOLISH GLAZING
F	DEMOLISH CEILING; PATCH AND REPAIR ADJACENT SURFACES READY FOR NEW FINISH
G	REMOVE PLYWOOD BACKING, WOOD BLOCKING AND ALL OTHER FINISHES ATTACHED TO GYPSUM BOARD; REMOVE GYPSUM BOARD; REPAIR ADJACENT SURFACES READY FOR NEW FINISH
H	DEMOLISH BOLLARDS
J	REMOVE ALL STORAGE RACKING AND TURN OVER TO OWNER FOR REUSE
K	DEMOLISH ROOF; EXTENT AS SHOWN
L	DEMOLISH PARAPET; EXTENT AS SHOWN
M	RELOCATE FENCE/GATE; LOCATION AS INDICATED
N	RELOCATE GENERATOR; REFER TO ELEC.T
P	DEMOLISH FENCE
Q	DEMOLISH PRE-ENGINEERED BUILDING
R	DEMOLISH STORAGE BUILDING
S	DEMOLISH LOCKER/LOCK STORAGE
T	DEMOLISH COVERED STORAGE
U	REMOVE RACKING STORAGE FOR THE DURATION OF CONSTRUCTION; TO BE REUSED IN NEW YARD
V	REMOVE HAZMAT CONTAINER FOR THE DURATION OF CONSTRUCTION; TO BE REUSED IN NEW YARD





WSP
1500-1000-1000
1500-1000-1000

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BC HYDRO NORTH VANCOUVER
630 BROOKBANK AVE, NORTH VANCOUVER, BC

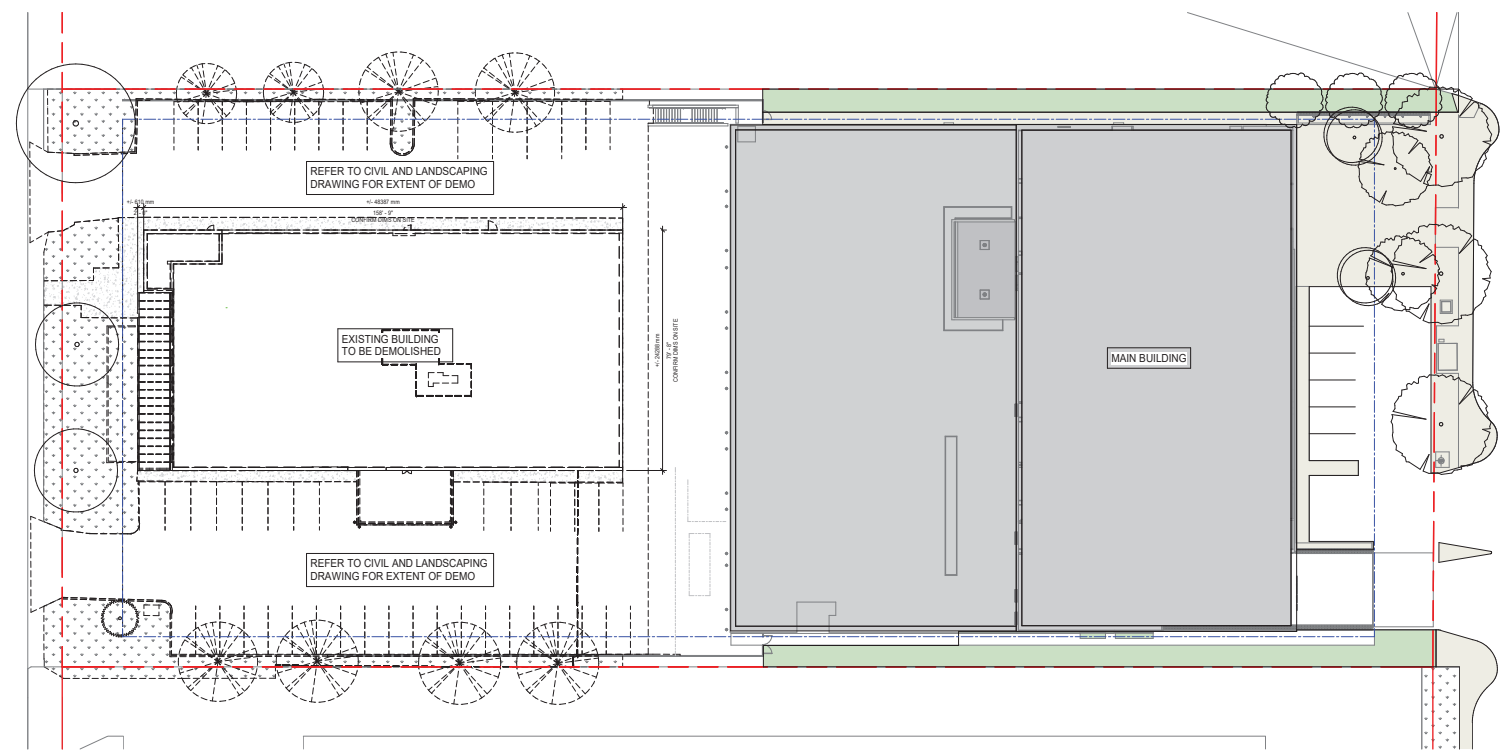
KEY PLAN

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REVISIONS FOR RECORD

NO.	DATE	DESCRIPTION	BY	CHKD
1	2023-05-17	ISSUED FOR RE-JOINING R1		
2	2023-07-07	ISSUED FOR PHASE 3		
3	2023-08-18	75% REVIEW		
4	2023-09-07	ISSUED FOR RFP		
5	2023-09-11	REVISION FOR RECORD		
6	2023-10-19	100% SCHEMATIC DESIGN		
7	2023-11-03	100% SCHEMATIC DESIGN		
8	2023-11-03	100% SCHEMATIC DESIGN		
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20	2023-11-03	100% SCHEMATIC DESIGN		

PHASE 3 DEMOLITION	DATE	BY	CHKD
PHASE 3 DEMOLITION	DATE	BY	CHKD
PHASE 3 DEMOLITION	DATE	BY	CHKD
PHASE 3 DEMOLITION	DATE	BY	CHKD
PHASE 3 DEMOLITION	DATE	BY	CHKD
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PHASE 3 DEMOLITION	DATE	BY	CHKD
PHASE 3 DEMOLITION	DATE	BY	CHKD
PHASE 3 DEMOLITION	DATE	BY	CHKD



1 PHASE 3 - DEMOLITION
SCALE: 1:200

DEMOLITION KEYNOTES

- A DEMOLISH EXTERIOR WALL FULL HEIGHT, EXTENT AS INDICATED
- B DEMOLISH MAIN DOOR
- C DEMOLISH OVERHEAD DOOR
- D DEMOLISH INTERIOR WALL FULL HEIGHT, DEMOLISH RAILING AND ACCESS LADDER ABOVE WALL, PATCH AND REPAIR ADJACENT SURFACES READY FOR NEW FINISH
- E DEMOLISH GLAZING
- F DEMOLISH CEILING, PATCH AND REPAIR ADJACENT SURFACES READY FOR NEW FINISH
- G REMOVE PLYWOOD BACKING, WOOD BLOCKING AND ALL OTHER FINISHES ATTACHED TO GYPSUM BOARD, REMOVE GYPSUM BOARD, REPAIR ADJACENT SURFACES READY FOR NEW FINISH
- H DEMOLISH BOLLARDS
- I REMOVE ALL STORAGE RACKING AND TURN OVER TO OWNER FOR REUSE
- J DEMOLISH ROOF, EXTENT AS SHOWN
- K DEMOLISH PARAPET, EXTENT AS SHOWN
- L RELOCATE FENCE/GATE, LOCATION AS INDICATED
- M RELOCATE GENERATOR, REFER TO MECH.
- N DEMOLISH FENCE
- O DEMOLISH PRE-ENGINEERED BUILDING
- P DEMOLISH STORAGE BUILDING
- Q DEMOLISH LOCKER/LOCK STORAGE
- R DEMOLISH COVERED STORAGE
- S REMOVE RACKING STORAGE FOR THE DURATION OF CONSTRUCTION, TO BE REUSED IN NEW YARD.
- T REMOVE HAZMAT CONTAINER FOR THE DURATION OF CONSTRUCTION, TO BE REUSED IN NEW YARD.



1 GENERATOR AND GATE / FENCE



2 MAIN BUILDING



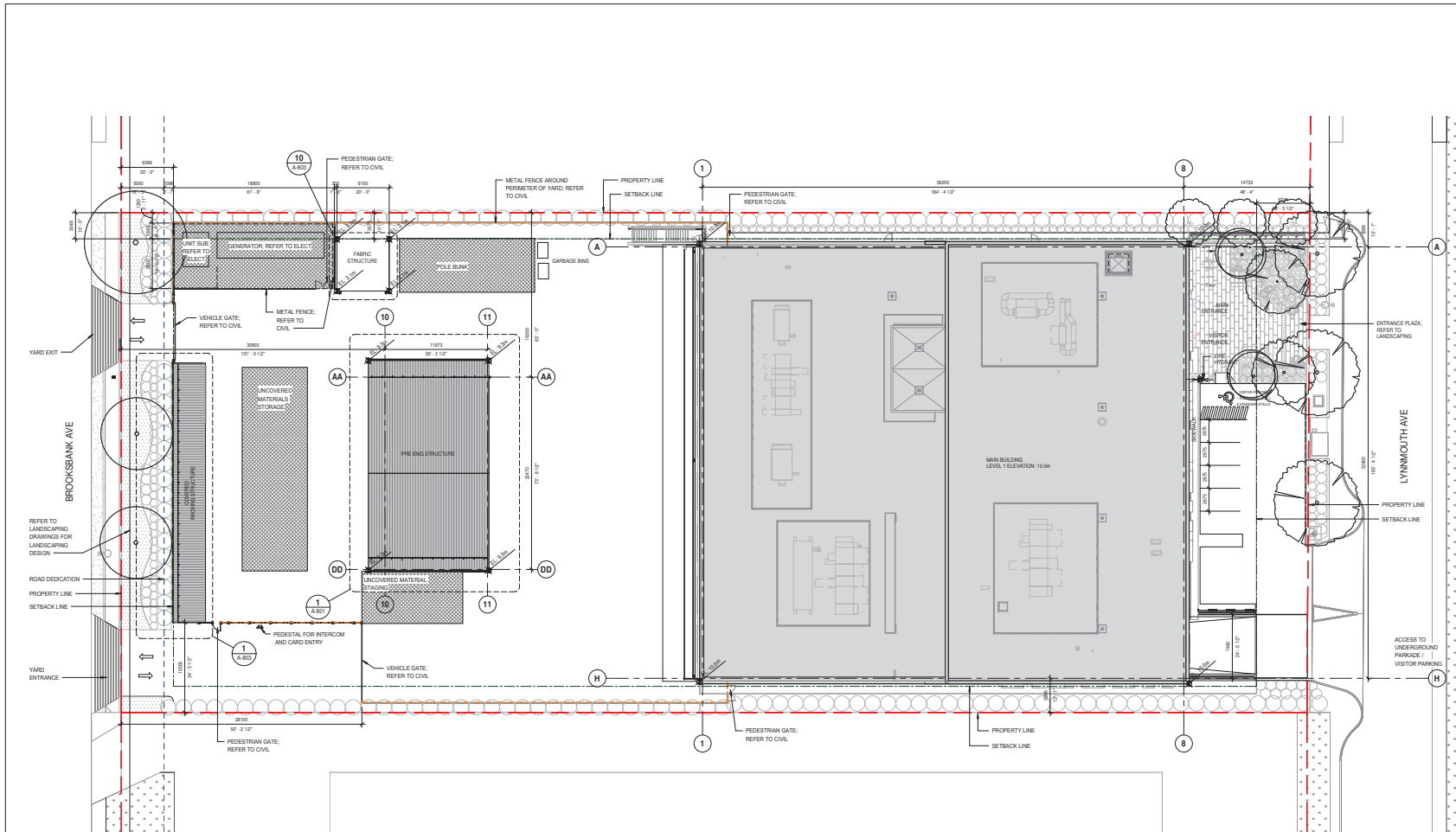
3 HAZMAT CONTAINER (TO BE REUSED)



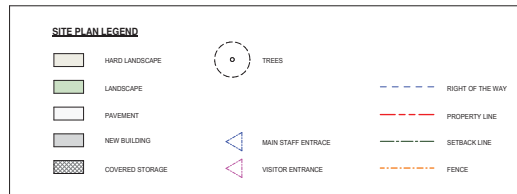
4 MAIN ENTRANCE



5 EXTERIOR MAIN ENTRANCE



Zoning Analysis - City of North Vancouver Zoning Bylaw, 1995, No. 6700		
Requirement	Zoning Bylaw	Proposed
Zone	Comprehensive Development 201 Zone - CD-201	CD-201
Permitted Principal Use	Industrial	Industrial
Building Height	Maximum 5m or two storeys	Corner Grade: 8.63; 8.26; 9.77; 10.39 Average Grade: 9.345m Highest Point of Structure: 22.2m Building Height (measured to top of parapet): 20.9; 8.245 = 13.055m
Lot Coverage	Principal Building - Maximum 17.8%	38%
Floor Area Ratio	Principal Building - Maximum 30%	88%
Total GFA	NO EXEMPTIONS	5,279.8 square meter / 56,831.3 square feet
Setbacks	Front Lot Line - 6.096m (20 feet) Interior Side Lot Line - 3.048m (10 feet) Exterior Side Lot Line - 6.096m (20 feet) Rear Lot Line - 3.048m (10 feet)	Front Lot Line - 6.096m (20 feet) Interior Side Lot Line - 3.048m (10 feet) Exterior Side Lot Line - 6.096m (20 feet) Rear Lot Line - 3.048m (10 feet)
On-Street Parking	1 per 1000 square feet of industrial area 1 per 500 square feet of non-industrial floor area	Industrial area - 20,020 square feet = 20 stalls Non-industrial area - 27,465 square feet = 55 stalls Total required = 84 stalls Total proposed = 80 stalls
Landscaping	All areas not covered by buildings, structures, driveways and parking shall be suitably landscaped.	Landscaping proposed in front of building and at street frontages.



PARKING BREAKDOWN	
FLEET	
36 FLEET STALLS	
4 LARGE FLEET STALLS	
TOTAL: 40 FLEET STALLS	
STAFF	
41 STAFF STALLS	
4 CHANGING STATIONS	
2 ACCESSIBLE STALLS	
TOTAL: 47 STAFF STALLS	
VISITORS ON GRADE	
9 SMALL CAR STALLS	
1 ACCESSIBLE STALL	
TOTAL: 6 VISITOR STALLS	
TOTAL: 93 STALLS	



CONSULTANT: SUB CONSULTANT



CONSULTANT: SUB CONSULTANT



DATE:

CLIENT:



CLIENT REF #

PROJECT:

BC HYDRO NORTH VANCOUVER
630 BROOKSBANK AVE, NORTH VANCOUVER, BC

807 PLAN:

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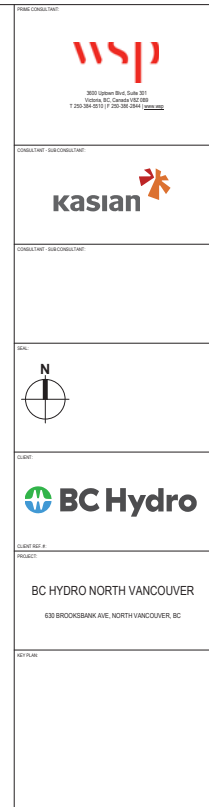
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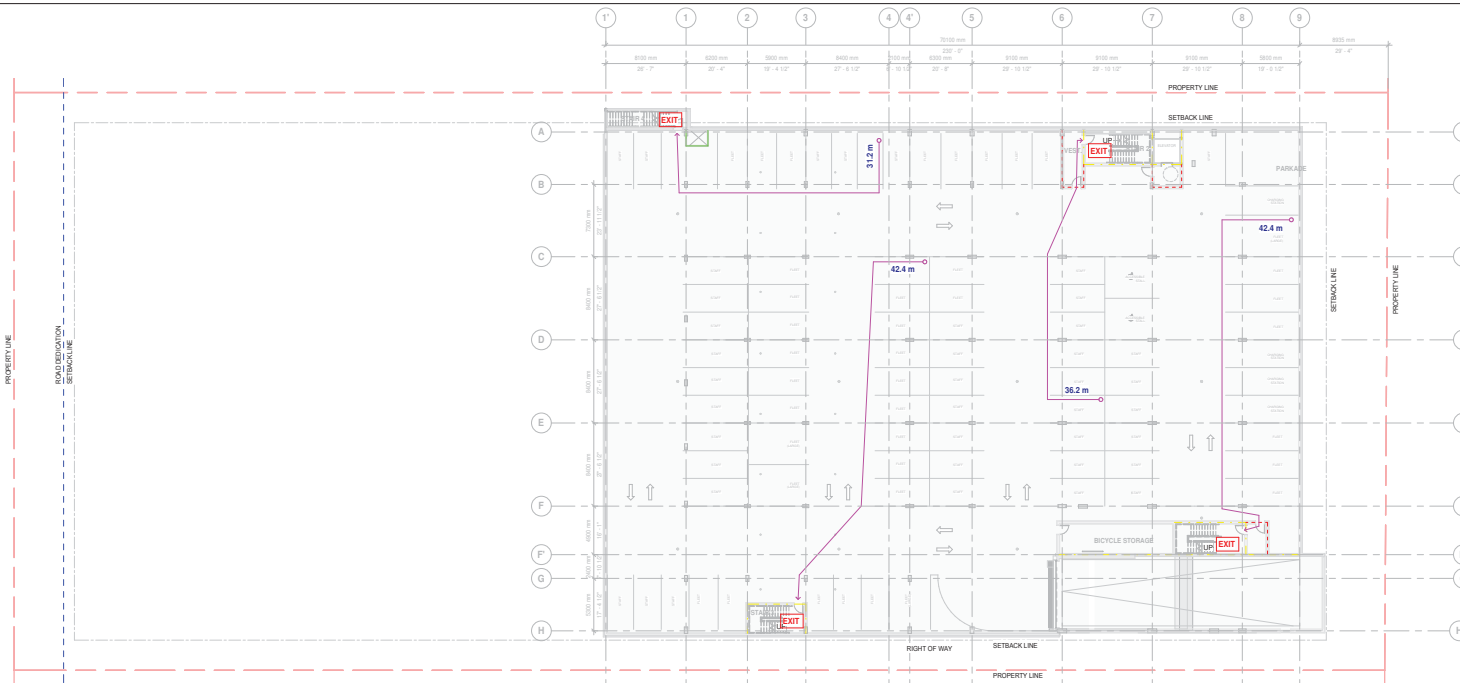
NO.	DATE	DESCRIPTION	BY	CHKD.
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3	2023-08-16	10% REVIEW		
4	2023-09-07	ISSUED FOR ADP		
5	2023-09-11	RESUBMITTED FOR PRELIM		
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SITE PLAN

A-106

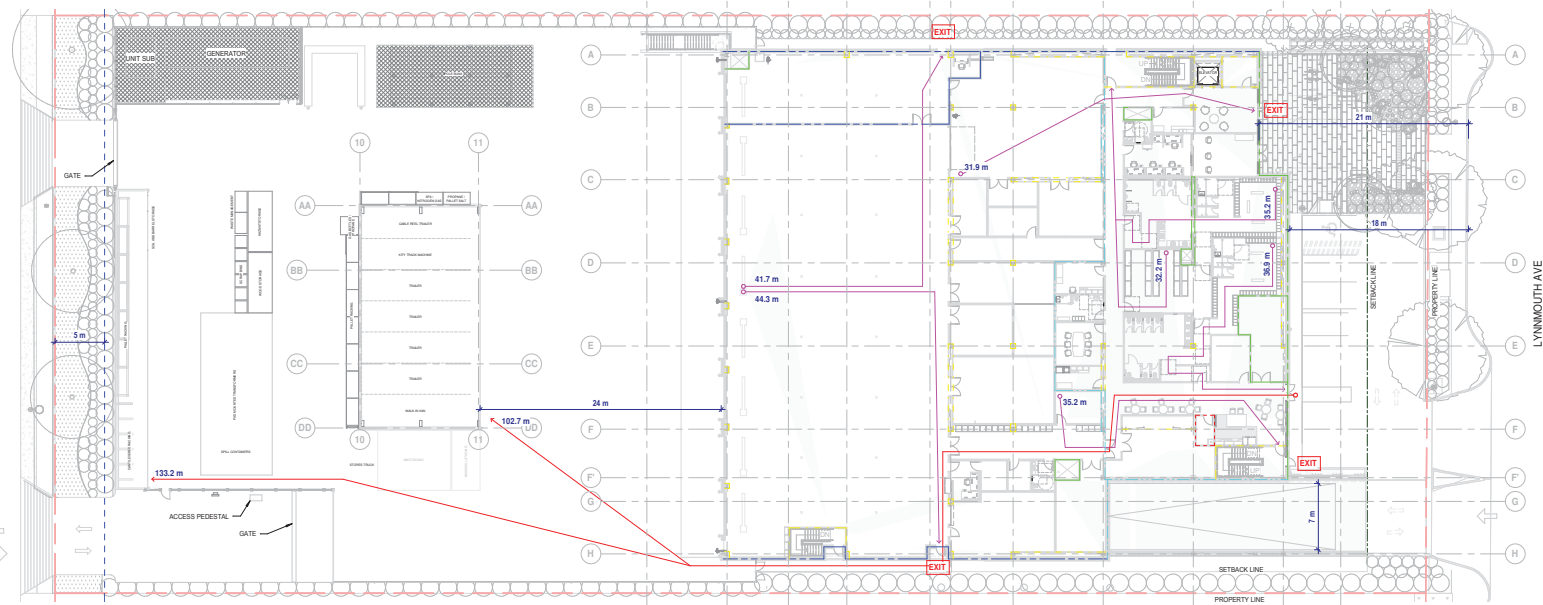
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1 CODE PLAN - PARKING LEVEL
SCALE: 1:200

- LEGEND:**
- 0 HOUR
 - 30 HOUR
 - 1 HOUR
 - 1 1/2 HOUR
 - 2 HOUR
 - TRAVEL DISTANCE
 - FIRE FIGHTER TRAVEL PATH
 - EXIT LOCATION
 - ROAD DEDICATION



2 CODE PLAN - LEVEL 1
SCALE: 1:200





WSP
1000 - 1000 West
Vancouver, BC Canada V6C 3K1
1-800-465-5811 / 604-681-5100 www.wsp.ca



kasian



BC Hydro

BC HYDRO NORTH VANCOUVER
630 BROOKBANK AVE, NORTH VANCOUVER, BC

LEGEND:

- 0 HOUR
- 30 HOUR
- 1 HOUR
- 1 1/2 HOUR
- 2 HOUR
- TRAVEL DISTANCE
- FIRE FIGHTER TRAVEL PATH
- EXIT LOCATION
- ROAD DEDICATION

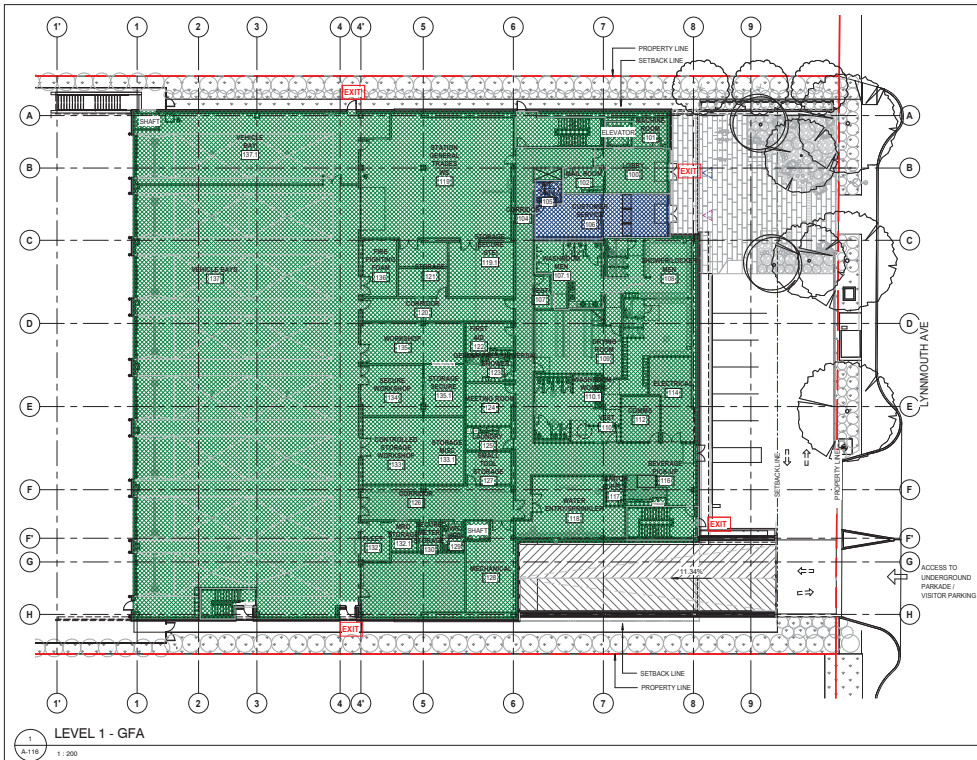
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BUILDING CODE COMPLIANCE FLOOR PLANS

PROJECT NUMBER: A-110

DATE: 2023-11-30

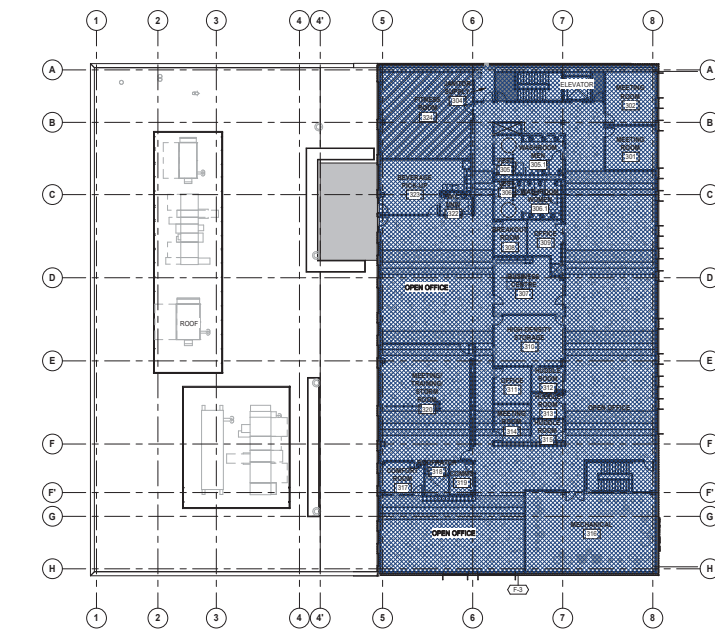
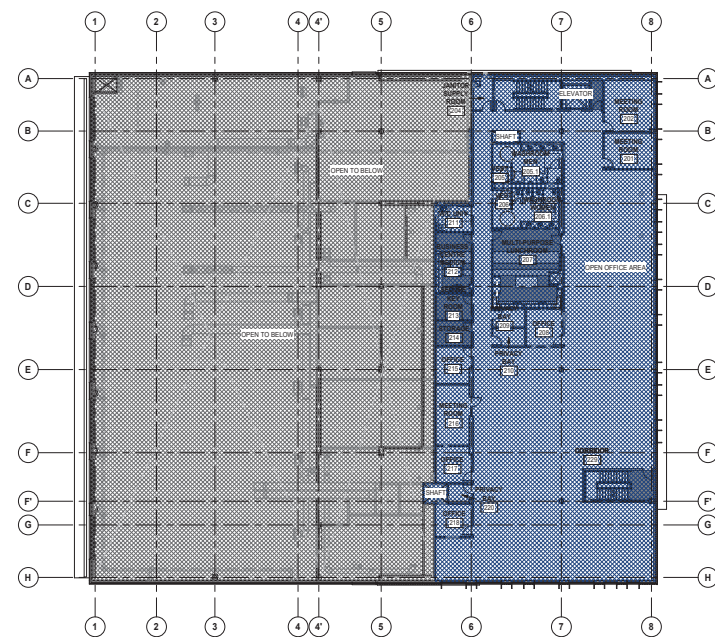
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LEGEND



	TOTAL GFA EXCLUDED	TOTAL GFA PROPOSED
INDUSTRIAL GFA	0 m ²	2,672.8 m ²
NON-INDUSTRIAL GFA	0 m ²	2,607.0 m ²
COMBINED (TOTAL) GFA	0 m ²	5,279.8 m ²



WSP CONSULTANT
Suite 1000, 400 West Street
Vancouver, BC, Canada V6B 1A1
1-844-655-1001 | 604-681-1001 | www.wsp.ca

KASIAN CONSULTANT

BC HYDRO

CLIENT: BC HYDRO NORTH VANCOUVER
330 BROOKBANK AVE, NORTH VANCOUVER, BC

PROJECT: BC HYDRO NORTH VANCOUVER

DATE: 2023-11-30

REVISIONS:

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DESIGNED BY: Kasian

DATE: 2023-11-30

PROJECT NO: A-112

SCALE: 1:200

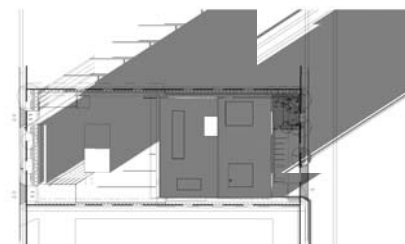
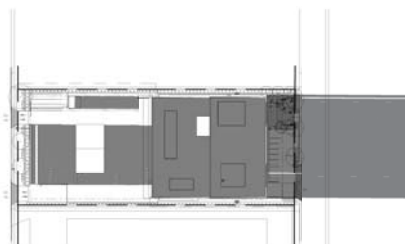
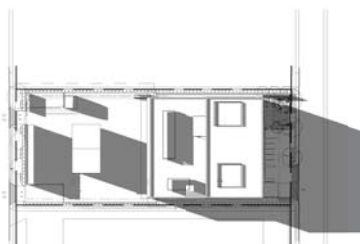
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A-112

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DECEMBER



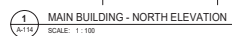
TITLE:

SOLAR STUDY

A-116

8





MATERIAL LEGEND:

1	CONCRETE UPSTAND
2	BRICK VENEER
3	CORRUGATED METAL PANEL SYSTEM HORIZONTAL - GALVANZED
4	BURIED BATTERY METAL PANEL SYSTEM - ANODIZED
5	SEMI DOUBLE GLAZING UNIT
6	ANODIZED ALUMINUM MULLION
7	CURTAIN WALL SYSTEM ON ALUMINUM ANODIZED FRAME
8	STEEL ROLLAR
9	PREPRESSED SECTIONAL OVERHEAD DOOR
10	PREPRESSED HOLLOW METAL DOOR
11	BRICK LAMSCAPING WALL
12	ANODIZED ALUMINUM SHINGLES
13	2 PLY BITUMINOUS MEMBRANE ROOFING SYSTEM
14	OVERHEAD DOOR CANOPY
15	LOUVERED SCREEN
16	CANOPY

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RECEIVED: 10/10/2006

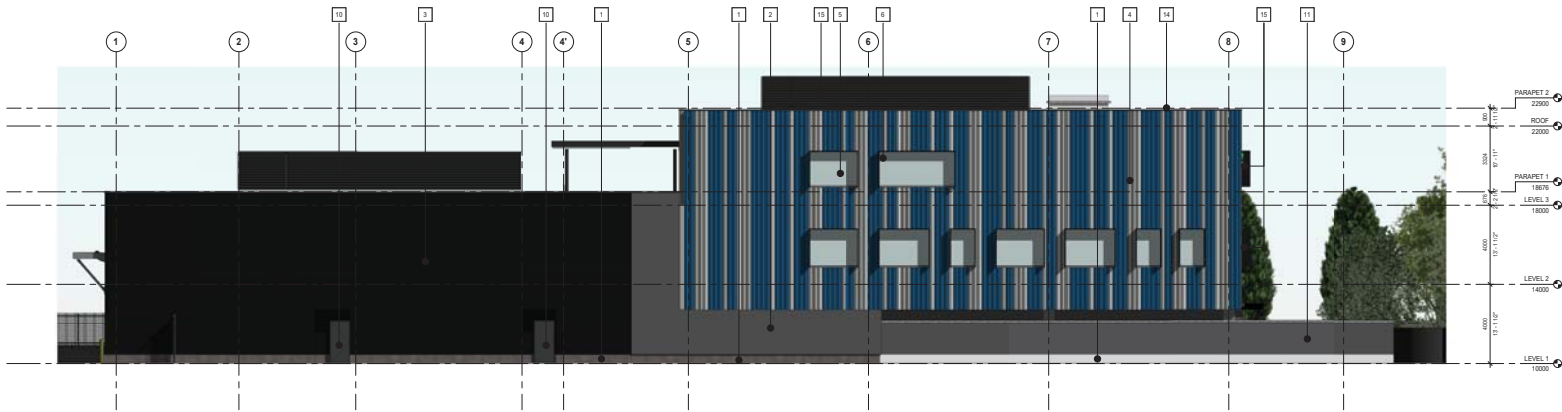
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PROJECT NO.	201011	2012-11-30	
ORIGINAL SCALE:	As Indicated	IF THIS DATE IS NOT YOUR PLATTING SCALE	
DRAWN BY:	Designer		
CHECKED BY:	Author		
DESIGNED BY:	Checker		
			20000

TIME:

ELEVATIONS - MAIN BUILDING

SHEET NUMBER

519



1 MAIN BUILDING - SOUTH ELEVATION
SCALE: 1:100



2 MAIN BUILDING - WEST ELEVATION
SCALE: 1:100

MATERIAL LEGEND:

1	CONCRETE UPSTAND
2	BRICK VENEER
3	CORRUGATED METAL PANEL SYSTEM HORIZONTAL - GALVANIZED
4	BOARD AND BATTEN METAL PANEL SYSTEM - ANODIZED
5	SEALED DOUBLE GLAZING UNIT
6	ANODIZED ALUMINUM MULLION
7	CURTAIN WALL SYSTEM c/w ALUMINUM ANODIZED FRAME
8	STEEL BOLLARD
9	PREFINISHED SECTIONAL OVERHEAD DOOR
10	PREFINISHED HOLLOW METAL DOOR
11	BRICK LANDSCAPING WALL
12	ANODIZED ALUMINUM SUNSHADES
13	2-PLY BITUMINOUS MEMBRANE ROOFING SYSTEM
14	OVERHEAD DOOR CANOPY
15	LOUVERED SCREEN
16	CANOPY

WSP
1400 West 10th Street
Vancouver, BC V6H 2B6
Tel: 604.681.1111 Fax: 604.681.1112

CONSULTANT SUBCONSULTANT

CONSULTANT SUBCONSULTANT

CLIENT REF. #

PROJECT

BC HYDRO NORTH VANCOUVER

430 BROOKBANK AVE. NORTH VANCOUVER, BC

KEY PLAN

DECLARATION

I, the undersigned, being a duly qualified and licensed professional engineer, hereby certify that I am the author of the design and construction of the works shown on this drawing, and that I am not aware of any other person who has been or is to be employed by me in the execution of the works shown on this drawing, and that I am not aware of any other person who has been or is to be employed by me in the execution of the works shown on this drawing.

REVISIONS

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DESIGNER

DESIGNED BY

CHECKED BY

APPROVED BY

AUTHOR

CHECKER

DATE

PROJECT

ELEVATIONS - MAIN BUILDING

DATE: 2011-05-13

SCALE: 1:100

8

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BUILDING CONTEXT



EXISTING VIEW 1



EXISTING VIEW 2



EXISTING VIEW 3



EXISTING VIEW 4



PROPOSED VIEW 1



PROPOSED VIEW 2



PROPOSED VIEW 3



PROPOSED VIEW 4

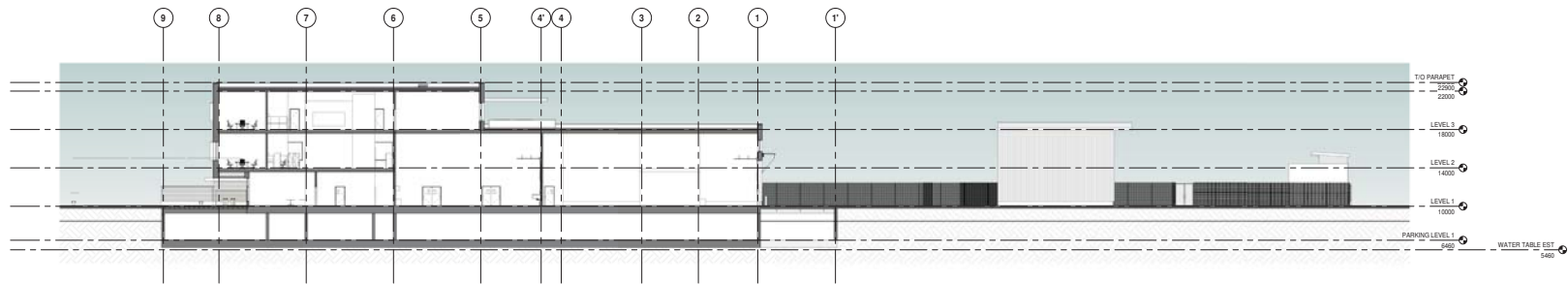
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<p>KEY PLAN</p>																																		
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1	2021-02-15	RPN SCHEMATIC DESIGN																																
<p>DESIGNER</p> <p>201011</p> <p>2022-11-20</p> <p>DESIGNED BY</p> <p>Kasian</p> <p>APPROVED BY</p> <p>DATE</p> <p>2022-11-20</p> <p>REVISION</p> <p>IF THIS SHEET IS NOT A FINAL SHEET, IT SHALL BE SCALED TO FIT THE PLOTTING SCALE.</p> <p>SCALE</p> <p>1:1</p> <p>1" = 100'</p>																																		
<p>TITLE</p> <p>BUILDING CONTEXT</p>																																		
<p>SHEET NUMBER</p> <p>A-207</p> <p>10</p>																																		



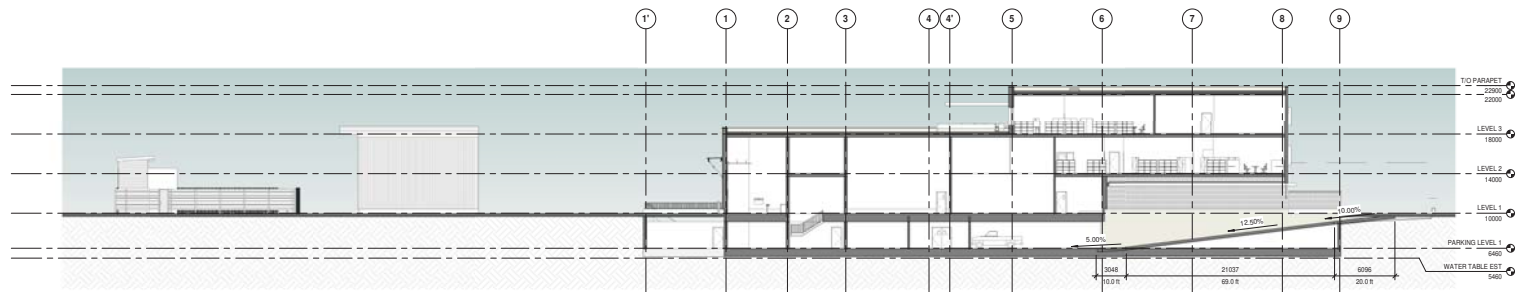
PATIO VIEW 1



PATIO VIEW 2



Section 1
A-106 1 : 200
ALL BUILDING HEIGHTS TO BE CONFIRMED ONCE STRUCTURAL SYSTEM IS CHOSEN



Section 2
A-106 1 : 200
ALL BUILDING HEIGHTS TO BE CONFIRMED ONCE STRUCTURAL SYSTEM IS CHOSEN



Section 3
A-106 1 : 200
ALL BUILDING HEIGHTS TO BE CONFIRMED ONCE STRUCTURAL SYSTEM IS CHOSEN



Section 4
A-106 1 : 200
ALL BUILDING HEIGHTS TO BE CONFIRMED ONCE STRUCTURAL SYSTEM IS CHOSEN

WSP CONSULTANT
Suite 1000, 400 West Street
Vancouver, BC, Canada V6C 2B1
1 604 683 0000 | 778 445 4782 | www.wsp.ca

KASIAN CONSULTANT SUB-CONSULTANT

CONSULTANT SUB-CONSULTANT

BC Hydro

BC HYDRO NORTH VANCOUVER
630 BROOKBANK AVE, NORTH VANCOUVER, BC

PROJECT

BC HYDRO NORTH VANCOUVER
630 BROOKBANK AVE, NORTH VANCOUVER, BC

DISCLAIMER

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DESIGNATION FOR RECORDING

NO.	DATE	DESCRIPTION
6	2023-06-23	ISSUED FOR RECORDING
5	2022-09-07	ISSUED FOR RECORDING
4	2021-10-01	ISSUED FOR RECORDING
3	2021-08-02	ISSUED FOR RECORDING
2	2021-02-19	100% SCHEMATIC DESIGN
1	2020-08-19	80% SCHEMATIC DESIGN

REVISIONS

NO.	DATE	DESCRIPTION
201011	2022-07-11	

DESIGN SCALE: 1 : 200

DESIGNED BY: [Signature]

CHECKED BY: [Signature]

AUTHOR: [Signature]

CHECKER: [Signature]

DATE: [Date]

SECTIONS

A-300

6





2021 Update: 10/10/2021
WSP Inc. 10/10/2021
1 202 341 0117 / 202 341 0118

BC HYDRO NORTH VANCOUVER
400 BROOKBANK AVE, NORTH VANCOUVER, BC

DECLARATION

I, the undersigned, being a duly qualified and licensed professional engineer, do hereby certify that the design of the building is in accordance with the requirements of the British Columbia Building Code and the National Building Code of Canada, and that the design is based on the information provided to me by the client and the results of my own investigation and design.

DESIGNED BY: 2021-11-10
CHECKED BY: 2021-11-10
DATE: 2021-11-10

PROJECT: 2021-11-10
DRAWING: 2021-11-10
SCALE: 1:50

REVISIONS

NO.	DATE	DESCRIPTION
1	2021-11-10	ISSUED FOR PERMIT
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GLAZING ELEVATION

DATE: 2021-11-10

SCALE: 1:50

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1 COVERED STORAGE FLOOR PLAN
A-801 SCALE: 1 : 100

7 COVERED STORAGE REFLECTED CEILING PLAN
SCALE: 1:100

2 COVERED STORAGE ROOF PLAN
A-301 SCALE: 1:100

VEHICLE STORAGE

OCCUPANCY = F-2
HEIGHT=18.676m- 61.3 ft
SIZE = 306 sqm - 3293.8 sft

5 COVERED STORAGE SOUTH ELEVATION
A-901 SCALE: 1 : 100

6 COVERED STORAGE - NORTH ELEVATION
A-801 SCALE: 1" = 105

3 COVERED STORAGE - WEST ELEVATION
A-801 SCALE: 1:100

10000
4 COVERED STORAGE EAST ELEVATION
A-801 SCALE: 1:100

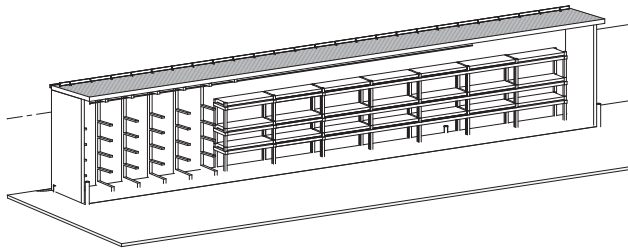
COVERED STORAGE 3D
SCALE:

[illegible]



STR	PRE-ENG STRUCTURE BY OTHERS
ES-01	CORRUGATED METAL WALL
R-05	STANDING SEAM PANEL ROOF

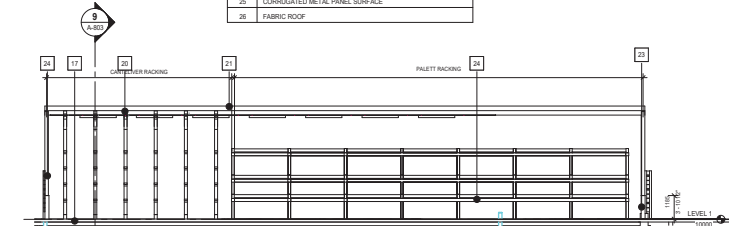




5 RACKING STRUCTURE 3D
SCALE: 1:100

MATERIAL LEGEND:

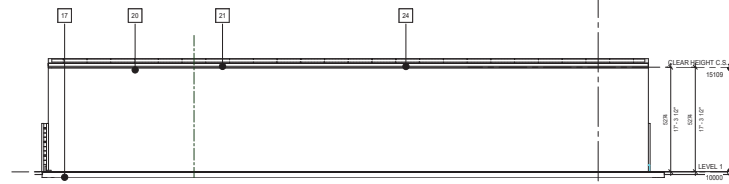
17	ASPHALT BASE
18	STEEL STRUCTURE
19	CORRUGATED METAL PANEL SYSTEM VERTICAL - NOT INSULATED
20	STANDING SEAM ROOF PANEL
21	STEEL GUTTER - GALVANIZED
22	CONCRETE BASE WALL
23	STEEL ROLLAND
24	STEEL WALL
25	CORRUGATED METAL PANEL SURFACE
26	FABRIC ROOF



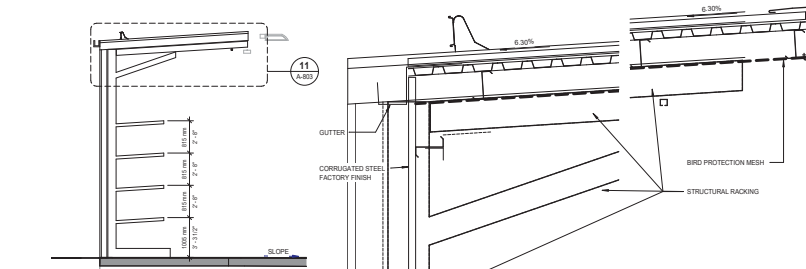
6 RACKING - EAST ELEVATION
SCALE: 1:100

RACKING BUILDING

OCCUPANCY = F-2
HEIGHT=15.6 m- 51.18 ft
SIZE = 66.12 sqm - 711.7 sqft

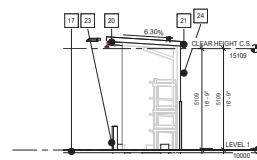


8 RACKING - WEST ELEVATION
SCALE: 1:100

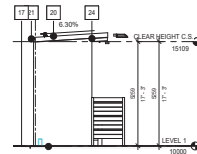


9 RACKING - SECTION
SCALE: 1:50

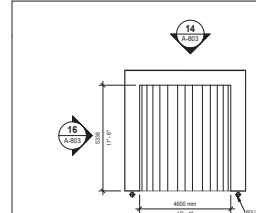
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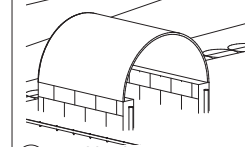
13 COVERED STORAGE - NORTH ELEVATION
SCALE: 1:100



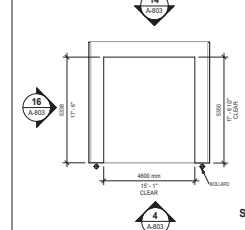
7 RACKING - SOUTH ELEVATION
SCALE: 1:100



10 FABRIC STRUCTURE ROOF PLAN
SCALE: 1:100



12 FABRIC STRUCTURE 3D
SCALE: 1:100

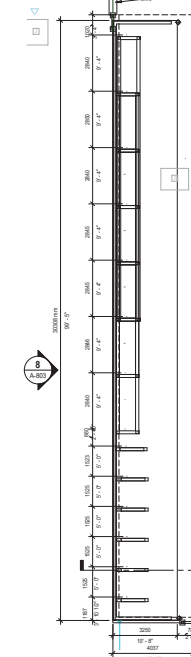


3 FABRIC STRUCTURE PLAN
SCALE: 1:100

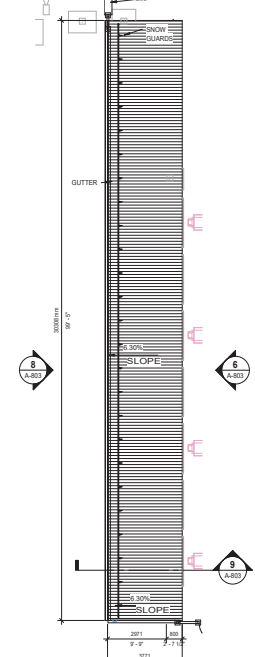
SAND STORAGE

OCCUPANCY = F-2
HEIGHT=14.51m- 47.6 ft
SIZE = 8.48 sqm - 91.3 sqft

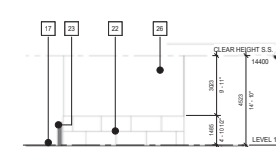
4 FABRIC STRUCTURE - SOUTH ELEVATION
SCALE: 1:100



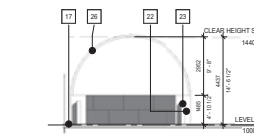
1 RACKING FLOOR PLAN
SCALE: 1:100



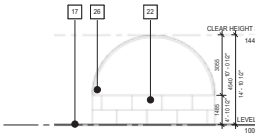
2 RACKING ROOF PLAN
SCALE: 1:100




15 FABRIC STRUCTURE - EAST ELEVATION
SCALE: 1:100




4 FABRIC STRUCTURE - SOUTH ELEVATION
SCALE: 1:100




14 FABRIC STRUCTURE - NORTH ELEVATION
SCALE: 1:100



2007 Update Rev. 001
WSP Inc. Canada 400-800-1111
7 200 340 001/111 200 340 001 0000



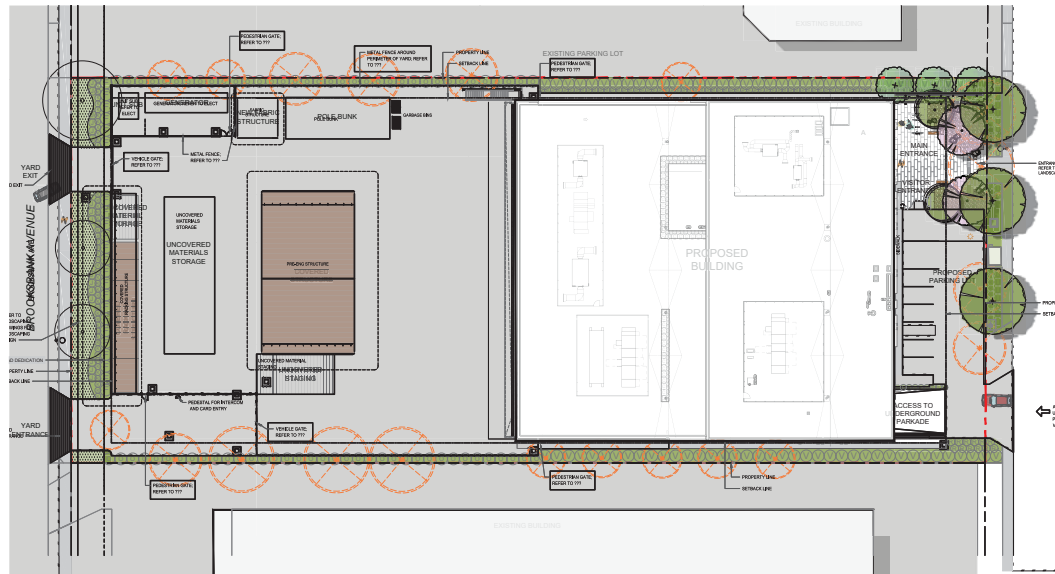


BC HYDRO NORTH VANCOUVER
400 BROOKBANK AVE. NORTH VANCOUVER, BC

NO.	DATE	DESCRIPTION	BY	CHKD
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2	2011-05-11	ISSUED FOR PERMITTING		
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4	2011-05-11	ISSUED FOR PERMITTING		
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25	2011-05-11	ISSUED FOR PERMITTING		
26	2011-05-11	ISSUED FOR PERMITTING		

ENLARGED PLAN - RACKING AND FABRIC STRUCTURE

SCALE: 1:100



**BC HYDRO NORTH
VANCOUVER**

630 Brooksbank Avenue, North Vancouver, B.C.

RE-ISSUED FOR REZONING

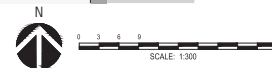
DRAWING LIST

L-01	COVER
L-02	NOTES
L-03	TREE PROTECTION PLAN
L-04A	LANDSCAPE PLAN
L-04B	PLAZA ENLARGEMENT
L-05A	WEST PLANTING PLAN
L-05B	EAST PLANTING PLAN
L-06	WEST ELEVATION - BROOKSBANK AVE
L-07	DETAILS
L-08	DETAILS

WSP LANDSCAPE ARCHITECTURE


Teri Cantin
Senior Project Manager and
Landscape Architect
Email: teri.cantin@wsp.com
Phone: (250) 980-5520

Nicole Veloso
Landscape Designer
Email: nicole.veloso@wsp.com
Phone: (778) 940-1332



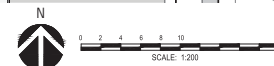
BC HYDRO NORTH VANCOUVER
630 BROOKSBANK AVE, NORTH VANCOUVER, BC

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10	2023-06-09	ISSUED FOR ADP
9	2023-03-03	ISSUED FOR ADP
8	2022-11-25	ISSUED FOR ADP
7	2022-10-26	ISSUED FOR ADP
6	2022-10-20	ISSUED FOR ADP
5	2022-09-21	ISSUED FOR ADP
4	2022-02-25	ISSUED FOR ADP
3	2021-11-09	ISSUED FOR 100% DD
2	2021-06-01	ISSUED FOR 50% DD
1	2021-05-31	RE-ZONING APPLICATION

CS	SS	DATE	DESCRIPTORS
PROJECT NO. 181-16542-00			DATE: 2023-01-30
ORIGINAL SCALE: 1:300			IF THIS BAR IS NOT DIMENSIONED, ADJUST YOUR PLOTTING SCALE.  30mm
DESIGNED BY: JL			
DRAWN BY: NV			
CHECKED BY: TC			
DISCIPLINE: LANDSCAPE			

COVER

L-01



TREE PROTECTION NOTES:

Existing trees to remain protected as indicated on drawings. Contractor to provide tree protection fencing in accordance with the arborist report and request review from project arborist prior to mobilization. Arborist will provide any cut-back or health management to trees as deemed required from a public health and safety perspective. Contractor to be present for tree protection fencing review with arborist, and make any adjustments to protection fencing requested under arborist supervision.

Ensure irrigation is not disrupted during construction period.

12	2023.07.07.12	ISSUED FOR PRICING	
11	2023.06.22	ISSUED FOR RE-ZONING	
10	2023.06.09	ISSUED FOR ADP	
9	2023.03.03	ISSUED FOR ADP	
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7	2023.10.26	ISSUED FOR ADP	
6	2023.10.20	ISSUED FOR ADP	
5	2023.09.21	ISSUED FOR ADP	
4	2023.02.25	ISSUED FOR ADP	
3	2023.11.09	ISSUED FOR 100% ADP	
2	2023.06.01	ISSUED FOR 50% ADP	
1	2023.05.31	RE-ZONING APPLICATION	
RE	2023		
PROJECT NO:		DATE:	
181-16542.00		2023-01-20	
DRAWING SCALE:		IF THERE IS A NOT TO SCALE, PLEASE YOUR PLOTTING SCALE	
1:200			
DESIGNED BY:			
JL			
DRAWN BY:			
JC			
CHECKED BY:			
TC			
DESIGNED BY:			
LANDSCAPE			
TITLE:			



**ADVISORY DESIGN PANEL**

CITY OF NORTH VANCOUVER
141 WEST 14TH STREET
NORTH VANCOUVER
BC / CANADA / V7M 1H9

T 604 985 7761
F 604 985 9417
INFO@CNV.ORG
CNV.ORG

October 3, 2022

VIA EMAIL: spencer.griffin@wsp.com

Spencer Griffin, Senior Project Manager
WSP Canada Inc.
840 Howe Street Unit 1000
Vancouver, BC V6Z 2L2

Dear Mr. Griffin:

Re: 630 Brooksbank Avenue (Rezoning Application)

This will confirm that at their meeting on September 21, 2022, the Advisory Design Panel reviewed the above submission and endorsed the following resolution:

“THAT the Advisory Design Panel has reviewed the Rezoning Application for 630 Brooksbank Avenue and does not recommend approval of the submission pending resolution of the issues below:

- a need for further articulation of the public space at the front;
- moving programming to the front of the building for opportunities to further open up the public interface;
- further design development on exterior material selection, palette, and building expression;
- a request to further develop the outdoor space associated with the second floor to address solar orientation and sustainability opportunities;
- consider opportunities to demonstrate to staff and to public opportunities for sustainable practices;
- improvements to the public realm on Lynnmouth Avenue with respect to the public entranceway;
- improvements to the public realm on Lynnmouth Avenue relative to the vehicle access and fire truck turning points;
- consideration of reducing the amount of pavement used on Lynnmouth Avenue;
- further design development to improve landscape buffers along both Lynnmouth Avenue and Brooksbank Avenue;
- consideration to optimize the vehicle curb cuts to the minimum width required;
- review of existing tree management plan and retention of trees on site, and encouragement of additional tree planting on site to enhance the landscape;
- exploration of public art in both the entrance plaza and along Brooksbank Avenue;
- further exploration of sustainability in terms of landscape biodiversity and stormwater management;
- further design development of the Brooksbank Avenue fencing, building, and landscape interfaces;

AND THAT the Panel looks forward to reviewing the applicant's response at a future meeting.”

The recommendations of the Advisory Design Panel pertain only to site-specific design and site planning considerations and do not, in any way, represent Council and staff approval or rejection of this project.

Yours truly,



T. Huckell
Committee Clerk-Secretary

Cc: M. Menzel, Planner 2, Planning and Development
D. Perusinovic, Kasian Architecture
T. Cantin, WSP Landscape Architecture



ADVISORY DESIGN PANEL
CITY OF NORTH VANCOUVER
141 WEST 14TH STREET
NORTH VANCOUVER
BC / CANADA / V7M 1H9

T 604 985 7761
F 604 985 9417
INFO@CNV.ORG
CNV.ORG

March 24, 2023

VIA EMAIL: spencer.griffin@wsp.com

Spencer Griffin, Senior Project Manager
WSP Canada Inc.
840 Howe Street Unit 1000
Vancouver, BC V6Z 2L2

Dear Mr. Griffin:

Re: 630 Brooksbank Avenue (Rezoning Application)

This will confirm that at their meeting on March 21, 2023, the Advisory Design Panel reviewed the above submission and endorsed the following resolution:

“THAT the Advisory Design Panel has reviewed the Rezoning Application for 630 Brooksbank Avenue and recommends approval subject to addressing the following issues to the satisfaction of the Development Planner:

- further design development of the Brooksbank Avenue frontage to improve the landscape interface and maximize the opportunity for public art;
- ensure good integration of the landscape with the final public art installation;
- further design development to ensure better utility of the roof spaces, by considering the possibility of green elements, such as solar panels, a green roof, and/or plantings;
- reviewing the vehicular access to the parkade and short-term parking area to improve pedestrian safety; and
- further design development to allow softening of the walls on either side of the parkade ramp;

AND THAT the Panel wishes to thank the applicant for their presentation.”

The recommendations of the Advisory Design Panel pertain only to site-specific design and site planning considerations and do not, in any way, represent Council and staff approval or rejection of this project.

Yours truly,

T. Huckell
Committee Clerk-Secretary

Cc: M. Menzel, Planner 2, Planning and Development
B. Wilson, Colliers Project Leaders
D. Perusinovic, Kasian Architecture
R. Fershau, WSP Canada Inc.



2022-08-22

Confidential

Matthew Menzel
City of North Vancouver
141 W 14th Street
North Vancouver, BC | V7M 1H9

Subject: RE: PLN2021-00014 – Summary of Public Notification and Response

Dear Matthew:

I am pleased to provide the following summary of the public notification/ response for pertaining to the re-zoning application for 630 Brooksbank Ave.

Notifications were issued in the forms of:

- Development Application Signage, installed on site on Feb 4, 2022, and is still in place
- Mail-out notifications distributed by Canada Post on Feb 4, 2022, to the parties noted on the mailing list provided by Leah Karlberg.

My email address, spencer.griffin@wsp.com, and phone number, 604-601-6772, were included on both the Development Application signage, as well as the mail-out notifications.

I received a total of three enquiries in relation to the public notification signage and mail-outs, all three enquiries were from product or servicing offerings from 3rd party solicitors, copies of the emails are enclosed within for your review.

It is my understanding that the submission of this summary concludes the public notification process, please advise if any further action is required from our team.


Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Spencer Griffin'.

Spencer Griffin
Sr. Project Manager
WSP Canada Inc.

cc: Brendan Wilson, Colliers Project Leaders (BC Hydro Owner's Representative)

Encl. - Notification Materials (signage and mail-out notice); email enquiries

W.O.#: 76815 - WSP Canada Inc	Designer: DIGDUG	Representative: BN	Product 1 - Proof 1 of 1
Size: 48"W x 36"H	Quantity: 2 single sided		
Colours: CMYK	Lamination: none	<small>Sign cost includes two proof charges. Additional proof charges will incur a design charge.</small>	
Material: Digitally printed direct on substrate	Grommets: • 1 sign installed on 2x4 frame	<small>At FASTSIGNS Vancouver, we take pride in precision, but the final examination for accuracy is your responsibility. Before giving approval, please examine all proofs carefully for the accuracy of information presented, as well as quantity, sizes, spelling, punctuation, graphics, colours and general layout.</small>	
Substrate: Coroplast 4 mm	Sewing etc: • 1 sign installed directly to building		

DEVELOPMENT APPLICATION

630 Brooksbank Avenue

PROPOSED DEVELOPMENT SITE



PROPOSAL:

WSP Canada Inc. has submitted a Development Application for a rezoning text amendment of the CD-201 Zone of 630 Brooksbank Avenue. This rezoning will allow for the development of a new BC Hydro operations building to service the communities on the North Shore. The facility will consist of three storeys with mixed office and storage use, and underground parking.

APPLICANT:

NAME: Spencer Griffin

EMAIL: spencer.griffin@wsp.com

PHONE: (604) 801-6772

city
of north
vancouver
cnv.org

CITY OF NORTH VANCOUVER CONTACT: Leah Kariberg, Planner 1 lkariberg@cnv.org 604 982 8352

areas of install





Public Notification and Input Opportunity

Rezoning Application

630 Brooksbank Avenue, North Vancouver

WSP Canada Inc. has submitted a Development Application for a rezoning text amendment of the CD-201 Zone of 630 Brooksbank Avenue. This rezoning will allow for the development of a new BC Hydro operations building to service the communities in the North Shore. The facility will consist of three storeys with mixed office and storage use, and underground parking.



Interested members of the public are invited to contact the applicant, Spencer Griffin, or the City at the contacts below for an early opportunity to review the proposal and offer comments.

Applicant Contact

Spencer Griffin
WSP Canada Inc.
1000-840 Howe St,
Vancouver BC, V6Z 2L2

spencer.griffin@wsp.com
604-601-6772

Leah Karlberg
Planning & Development
141 West 14th Street
North Vancouver, BC

lkarlberg@cnv.org
604 982 8352

Griffin, Spencer

From: [REDACTED]
Sent: July 28, 2022 7:29 AM
To: Griffin, Spencer
Subject: 630 Brooksbank, North Vancouver - BC Hydro Operations Building

Hi Spencer,

My name is Jenniffer with ConstructConnect and the Journal of Commerce. I would like to find out what stage of development the above mentioned project is in and the role of Kasian with the project?

Thank you for reading my email and I look forward to your response.

Best regards,

[REDACTED]
[REDACTED]

 **constructconnect** |    

My name is Shene, and I work for Geomount Inc. We are a local Geospatial & Virtual Design firm that aims to assist Construction and Engineering firms with AEC Tracking, Mapping, Construction Monitoring, and Inspections!

If you are interested in our services and would like to speak with us, please call (778) 382.8242.

Device Type	Percentage of Respondents
Smartphone	100%
Tablet	95%
Laptop	85%
Desktop Computer	75%
Smartwatch	65%
Smart TV	55%
Smart Speaker	45%
Smart Car	35%
Smart Home System	25%
Smart Lock	15%



Griffin, Spencer

From: [REDACTED]
Sent: August 1, 2022 8:36 AM
To: Griffin, Spencer
Subject: BC Hydro Operations Building - Fire Rated Glass & Frames CRM:0267443

Dear Spencer ,

Hello! ConstructConnect Insight, a strategic partner of the AIA and AGC of America, has informed us that your firm has been chosen as the architect for the BC Hydro Operations Building project. Congratulations!

From our experience, projects of this nature tend to use fire rated glass and framing to bring light, vision and transparency to exit corridors, stairwells, atriums, lot lines, and other areas where fire ratings are required by code.

In an effort to provide you with the latest information on USA-made fire rated glass and framing, we invite to visit us online at www.safti.com to download [product data sheets](#), [specifications](#), [details](#) and [technical bulletins](#). You can view our latest [case studies](#), [projects](#), [articles](#), [videos](#) and more. Here is short video that shows why **SAFTI FIRST** is the #1 USA-Made Fire Rated Glass, Framing, Door and Floor manufacturer and the preferred choice of architects, specifiers, contractors and building owners for over 35 years: <https://safti.com/usa-made/>.

We are also happy to announce that our AIA-registered course “**Designing with Fire Rated Glass**” (1 AIA LU/HSW) is now available 24/7 through our website. This on-demand program empowers architects to choose the correct code compliant glazing product for every fire rated application. **To register, please click on this link:** <http://web.safti.com/cn/avudb/safti8>.

In case you need assistance with product selection, code clarification, budget pricing, or preliminary design, please do not hesitate to contact me directly at [REDACTED] or via email at [REDACTED].

You can also find your local architectural representative here at <http://safti.com/representatives/>. Both of us are happy to assist you as you move forward with your project.

Thank you for your time and consideration!

Sincerely,

[REDACTED]
Architectural Sales Representative
SAFTI FIRST



PUBLIC NOTICE

Regular Council Meeting
Monday, December 11, 2023 at 6:00pm

First Reading of "Zoning Amendment Bylaw No. 8991" 630 Brooksbank Avenue

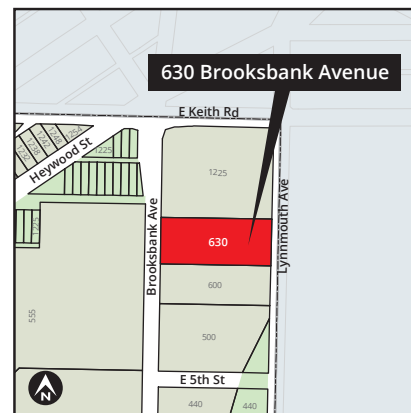
Proposal: To amend the current Comprehensive Development CD-201 Zone to permit a 3-storey industrial building for BC Hydro's North Vancouver Operations Facility, complete with vehicle bays, office space, a works yard and underground parking.

Provide written input: All persons who believe their interest in property may be affected by the proposed bylaw will be afforded an opportunity to be heard by written or email submission. ***All submissions must include your name and address*** and should be sent to the Corporate Officer at input@cnv.org, or by mail or delivered to City Hall, ***no later than noon on Monday, December 11, 2023***, to ensure their availability to Council at the meeting. ***No Public Hearing will be held.***

Watch the meeting online at cnv.org/LiveStreaming or in person at City Hall, 141 West 14th Street. Enter City Hall from 13th Street after 5:30pm.

View the documents online at cnv.org/PublicHearings

Questions? Matthew Menzel, Planner, mmenzel@cnv.org / 604-982-8337



141 WEST 14TH STREET / NORTH VANCOUVER / BC / V7M 1H9

T 604 985 7761 / F 604 985 9417 / [CNV.ORG](https://cnv.org)



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THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 8991

A Bylaw to amend “Zoning Bylaw, 1995, No. 6700”

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 “**Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2023, No. 8991**” (WSP Canada Inc. / Kasian Architecture, 630 Brooksbank Avenue, CD-201 Text Amendment).
2. Part 11 of Division V: Comprehensive Development Regulations of Document “A” of “Zoning Bylaw, 1995, No. 6700” is hereby amended by:
 - A. Amending the following section to Section 1101, removing ‘CD-201 Comprehensive Development 201 Zone’ in its entirety and replacing it as follows:

CD-201 Comprehensive Development 201 Zone (630 Brooksbank Avenue)

In the CD-201 Zone, permitted Uses, regulations for permitted Uses, regulations for the size, shape and siting of Buildings and Structures and required Off-Street Parking shall be as in the M-3 Zone, except that:

- (1) Principal Buildings shall be permitted on one Lot;
- (2)
 - (a) the permitted principal use shall be limited to industrial uses. For the purposes of this section, "industrial uses" is defined as research, laboratories, product testing, and the manufacturing, fabrication, assembly, storage, servicing, wholesaling, and distribution of materials, goods, or things;
 - (b) the permitted non-industrial uses which shall be accessory to the principal industrial use shall occupy not more than 50% of the gross floor area of the building, and for the purposes of this section, "non-industrial uses" is defined as general offices, data processing, industrial design, drafting, engineering and architectural work areas, meeting rooms, retail sales and display areas, but does not include washrooms, cafeterias and lounges exclusively provided for staff;
- (3) the principal buildings shall not exceed a lot coverage of 33% of the original lot area of 8,092m²;
- (4) the principal building shall not exceed a height of 14m (45.93 feet) and three storeys;
- (5) the principal building shall not exceed a gross floor area of 0.65 times the original lot area of 8,092m²;
- (6) the minimum number of accessory off-street parking spaces provided shall be calculated on the basis of one space per every 1,000 square feet of industrial

use floor area and one space for every 500 square feet of accessory non-industrial use floor area;

- (7) refuse storage containers shall be readily accessible for pickup and for users and shall be screened on all sides, and shall not be located in required maneuvering aisles, driveways, loading or parking spaces;
- (8) Section 703(3)(b)(iii) shall be varied such that the setback from the Rear Lot Line (Brooksbank Avenue frontage) is 1.096m (3 feet 7 inches), being from the new property boundary following road dedication.

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

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




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

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

MAYOR

CORPORATE OFFICER



 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: Reneé de St. Croix, Manager, Long Range and Community Planning

Subject: UBCM COMPLETE COMMUNITIES GRANT APPLICATION

Date: November 29, 2023 File No: 13-6440-20-0003/1

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

RECOMMENDATION

PURSUANT to the report of the Manager, Long Range and Community Planning dated November 29, 2023, entitled "UBCM Complete Communities Grant Application":

THAT Council direct staff to prepare and submit an application for the UBCM Complete Communities Grant, as described in this report, and endorse staff to receive and manage the grant funding;

AND THAT subject to confirmation that funding is available, the project be authorized to proceed.

ATTACHMENTS

1. Complete Communities 2023/24 Program and Application Guide (CityDocs [2426454](#))

SUMMARY

Staff is seeking council endorsement to apply for funding, in the amount of \$150,000, through the Union of BC Municipalities (UBCM) Complete Communities Program, to support work to produce a *Community Needs Assessment* for all neighbourhoods in the City of North Vancouver.

BACKGROUND

UBCM is administering \$10 million in grant funding on behalf of the BC Ministry of Housing, to support municipalities in assessing the completeness of their neighbourhoods, to identify strengths, challenges, and opportunities for actions to create or encourage more complete communities. The attached Application Guide provides an overview of the program.

Through the UBCM Complete Communities Program, the maximum funding request per municipality is \$150,000. Eligibility for the grant requires a complete application submission by January 12, 2024, including: Council endorsement of the proposed activities, and a detailed budget.

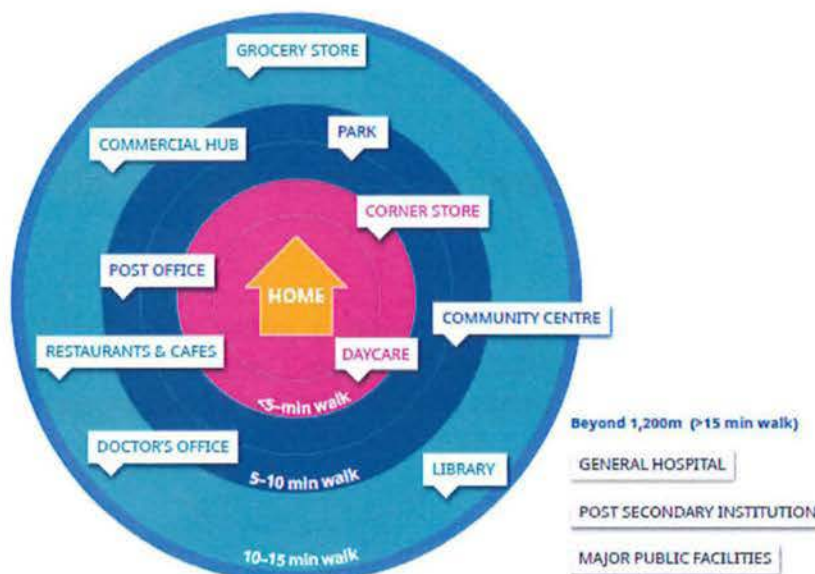
The program encourages meaningful engagement with First Nations and with other adjacent or otherwise impacted parties and jurisdictions; demonstrated alignment between the Complete Communities program and existing City policies and plans; and cost-effectiveness.

Proposals must incorporate at least three of four lenses identified in the Guide to assess community completeness:



The complete communities concept emphasizes creating neighbourhoods where people can travel to most daily needs by foot or mobility device (bike, scooter, etc.) and where connections to other services and amenities are available via transit or other transportation options.

Figure 1. Access to Daily Needs



PROPOSED ACTIVITIES

Of the four lenses, Daily Needs would be the primary focus for this project, with the other three lenses being incorporated through an assessment of network access, by way of walking and biking, from where people live, to places they frequently need to go. A full list of needs will be identified through the project; examples shown in figure 1, above, include child care, cafes and other third places, and essential needs like groceries and services.

The proposed project would produce a database of information based on geospatial data and analysis, and a *Neighbourhood Needs Assessment* would be produced to show where gaps currently exist across the City with regard to specific types of uses and help to identify opportunities to better support local needs.

DISCUSSION

The guiding principles of the Complete Communities Program are well-aligned with existing City policies including Council's Strategic Plan, and the four strategies: Mobility, Community Wellbeing, Economic Development, and Climate and Environment. The proposed *Community Needs Assessment* would produce valuable information to support data-driven decision-making regarding the implementation of these policies. Specific projects that will benefit directly from the outcomes of this project will be:

- Updates to the Official Community Plan and new Zoning Bylaw
- Development applications
- Parks Master Plan
- Capital Project Planning

Data from this project could be used in various ways to support City projects, for example in communications with community and industry partners and the general public, to support informed engagement and discussion. The database would be highly valuable in informing staff and Council decisions regarding priorities for investments in amenities and the public realm, and would highlight opportunities and challenges that could become the focus of new policies, plans, and bylaw updates.

FINANCIAL IMPLICATIONS

The grant funding is a maximum of \$150,000.00.

INTER-DEPARTMENTAL IMPLICATIONS

Various departments will be engaged during the development of the grant application submission and during the grant management period to ensure that the project outcomes will support the work they are overseeing. Departments to be engaged with include Engineering Parks and the Environment, Economic Development, Planning and Development, GIS, and others as needed.

STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS

This grant application supports all of the priorities in Council's Strategic Plan: a City for People, a Vibrant City, a Connected City, a Resilient City and A Prosperous City.

The concept of Complete Communities is supported further by the current Official Community Plan through Goal 1.1: *Develop a compact, complete community that meets the needs of its diverse residents and businesses*; and through Goal 7.1: *Diversify the local economy to contribute to a complete community*.

Goals within each of the four strategies support the development of Complete Communities as the concept supports improving equitable access to community amenities and needs (*Community Wellbeing Strategy*), reducing dependence on more intensive transportation modes (*Mobility Strategy*), improving opportunities for appropriate commercial uses throughout the City (*Economic Strategy*), and providing support for transitioning to a more resilient public realm with less gray and more green (*Climate and Environment Strategy*).

RESPECTFULLY SUBMITTED:



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

Complete Communities

2023/24 Program and Application Guide

Updated October 2023

Application Deadline: January 12, 2024
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1. Introduction

The Complete Communities program supports local governments and modern Treaty First Nations in advancing identified community goals through the creation of more complete communities. The program supports communities in undertaking assessments to inform land use decision-making, considering housing need, supply, and location; providing transportation options including increased walkability; and making connections to infrastructure investment and servicing decisions.

The Complete Communities program aligns with commitments in the [CleanBC Roadmap to 2030](#), the Province's plan to achieve its emissions reduction targets while building a cleaner economy that benefits everyone. All local governments in BC are signatories to the Climate Action Charter and the program supports signatories in fulfilling their commitment to create more complete, compact, and energy efficient communities.

What is a 'complete community'?

Complete communities is a broad concept and can be defined in several different ways. For the purposes of the program, complete communities are communities – or areas within a community – which provide a diversity of housing to meet identified community needs and accommodate people at all stages of life, and provide a wider range of employment opportunities, amenities, and services within a 15-20 minute walk.

All communities have the potential to be more complete, regardless of their existing context and physical characteristics. In larger urban areas, creating more complete communities might focus on neighbourhoods within a municipality. In a small town, a town centre might form the main hub of daily needs, with most housing nearby. And in a regional district, complete communities could be the hubs that are part of a connected regional network.

Complete Communities Program

The intent of the Complete Communities program is to support local governments and modern Treaty First Nations to enhance their ability to make evidence-based land use planning decisions through assessments of their current community completeness; analysis and identification of strengths, opportunities, challenges, and potential actions that align with identified community goals and support creating more complete communities; and an implementation plan.

These actions will provide local governments and modern Treaty First Nations with information and processes to support local planning activities (such as the development or update of OCPs, RGSs, Land Use Plans, local area plans, master plans, development plans, zoning bylaws, etc.); however, costs directly related to such planning activities are not eligible under the Complete Communities program.

To support alignment with the intent of the funding program, the [Ministry of Housing Complete Communities Guide](#) is available.

The Ministry of Housing has provided \$10 million in funding and UBCM is administering the program.

2. Eligible Applicants

All local governments (municipalities, regional districts, and the Islands Trust) and modern Treaty First Nations (as defined by the *Interpretation Act*) in BC are eligible to apply.

Eligible applicants can submit one application per intake, including regional applications or participation as a partnering applicant in a regional application.

3. Grant Maximum

The Complete Communities program can contribute a maximum of 100% of the cost of eligible activities to a maximum of \$150,000.00.

In order to ensure transparency and accountability in the expenditure of public funds, all other financial contributions for eligible portions of the project must be declared and, depending on the total value, may decrease the value of the grant. This includes any other grant funding and any revenue that is generated from activities that are funded by the Complete Communities program.

4. Eligible Projects

To be eligible for funding, applicants must select a minimum of three of the four lenses identified in the Ministry of Housing's *Complete Communities Guide* to assess their community completeness:

- Housing
- Transportation
- Daily Needs
- Infrastructure

In addition, to qualify for funding, projects must:

- Produce a report that sets out: key assessment findings; identified strengths, opportunities, and challenges to increase community completeness; and an implementation plan that includes potential future actions.
- Include new activities or represent a new phase of an existing project (retroactive funding is not available).
- Be capable of completion by the applicant within one year of the date of grant approval.

Applicants must choose to apply as a single applicant (e.g., an individual local government as identified in Section 2) or as part of a regional project.

Regional Projects

Funding requests from two or more eligible applicants for regional projects may be submitted as a single application for eligible collaborative projects. In this case, the maximum funding available would be up to \$150,000 in base funding plus up to an additional \$50,000 for additional eligible applicants. It is expected that regional projects will demonstrate cost-efficiencies in the total grant request.

The total funding request for regional projects cannot exceed \$500,000.

The primary applicant submitting the application for a regional project is required to submit a resolution as outlined in Section 7 of this guide. Each partnering applicant is required to submit a resolution that clearly states their approval for the primary applicant to apply for, receive, and manage the grant funding on their behalf.

5. Requirements for Funding

As part of both the development of the application package and the delivery of the approved project, local governments are encouraged to proactively engage with local First Nations and Indigenous organizations. Engagement by local governments both locally and regionally can help build relationships with First Nations, benefit both communities and enhance reconciliation. More information on engagement best practices is available [here](#).

As part of the Approval Agreement, approved projects must meet the following requirements for funding:

- Any in-person activities, meetings, or events must meet public health orders or guidance.
- Activities must comply with all applicable privacy legislation under the *Freedom of Information and Protection of Privacy Act* in relation to the collection, use, or disclosure of personal information while conducting funded activities. Personal information is any recorded information about an identifiable individual other than their business contact information. This includes information that can be used to identify an individual through association or inference.

6. Eligible and Ineligible Costs and Activities

Eligible costs are direct costs that are approved for funding, properly and reasonably incurred, and paid by the applicant to carry out eligible activities. Eligible costs can only be incurred from the date of application submission until the final report is submitted.

Table 1 identifies examples of activities that are eligible for funding. Other activities that support the intent of the program may be considered for funding. Eligible activities must be cost-effective.

Table 1: Activities Eligible for Funding
1. Prepare (Ministry of Housing <i>Complete Communities Guide</i> – Phase 1)
<ul style="list-style-type: none">• Review of community context and identified community goals that support complete communities.• Prepare scope of work (identification of team, resources, project goals, and engagement strategy, if applicable).• Data collection, compilation, and updates (e.g., spatial data/mapping/digitalization). Data may include, but is not limited to, that which supports measurement of the suggested indicators outlined in the Ministry of Housing <i>Complete Communities Guide</i>.
2. Assess (Ministry of Housing <i>Complete Communities Guide</i> – Phase 2)
<ul style="list-style-type: none">• Spatial analysis of selected lenses (Housing, Transportation, Daily Needs, and Infrastructure) individually and in relation to each other.• Assessment of strengths, opportunities, and challenges to becoming more complete.• <u>Updated October 2023</u>: Determine potential actions (e.g., extending cycling infrastructure, changes to zoning bylaw to support creating complete communities, complete street development).• Creation of scenarios to test potential actions.• Analysis of potential trade-offs for different potential actions and of how these actions may help achieve community goals.
3. Act (Ministry of Housing <i>Complete Communities Guide</i> – Phase 3)
<ul style="list-style-type: none">• Development of implementation plan, based on identified actions.

Additional Eligible Costs and Activities

In addition to the activities identified in Table 1, the following expenditures are also eligible provided they relate directly to eligible activities:

- Incremental applicant staff and administration costs (e.g., creating a new position or adding new responsibilities to an existing position).
- Consultant/contractor costs. Please note: if you intend to hire a qualified professional to support proposed activities, professional consultant rates will only be considered for activities that represent respective professions. For other activities (e.g., planning events), consultant rates are expected to be commensurate with the type of activity being undertaken.
- Engagement with experts (e.g., knowledge keepers, health authorities), the community (e.g., equity-denied populations), Indigenous Nations, other local governments, or modern Treaty First Nations, etc.
- Honoraria for cultural leaders, Elders, Indigenous knowledge keepers, and/or cultural keepers when they are scheduled to speak, present, or teach. Note: these honoraria should reflect the role of Indigenous Peoples as subject matter experts and be equitable to consultant rates.
- Honoraria for equity-denied populations or service organizations that support equity-denied populations.
- Spatial/visual outputs to support decision-making (i.e., comparative growth and infrastructure costing over different time horizons).
- Translation costs and the development of culturally appropriate materials.
- Public engagement or workshops including preparation and events.

Ineligible Costs and Activities

The following expenditures are not eligible for funding:

- Updated October 2023: Development or update of OCPs, RGSs, Land Use Plans, local area plans, master plans, development plans, zoning bylaws, etc.
- Data that is already available at no cost, including open source data, data provided by the Province ([Spatial Access Measures for BC](#), [Housing Needs Report demographic data](#), etc.), and Canada (Census, [Linkable Open Data Environment](#), etc.)
- Duplication of recently developed information, maps, or imagery provided the information remains reasonably current.
- Implementation of recommended actions.
- Monitoring and associated reporting on implemented actions.
- Development or update of feasibility studies.
- Routine or ongoing operating costs or activities (e.g., heating, cooling, and lighting costs; security; software or service subscriptions; or membership fees).
- Routine or ongoing planning costs or planning activities (e.g., costs related to bylaw adoption).
- Legal, audit, or interest fees, or fees to incorporate a society.
- Fundraising, lobbying, or sponsorship campaigns.
- Purchase of promotional items, door/raffle prizes, give-away items, and/or gifts for community members.

7. Application Requirements and Process

UBCM is in the process of implementing an online application tool.
Information on this tool will be available later in 2023.

Application Deadline

Funding permitting, two application deadlines are scheduled: June 16, 2023 and January 12, 2024. Applicants will be advised of the status of their applications within 90 days of the application deadline.

Required Application Contents

All applicants are required to submit an electronic copy of the complete application, including:

- Completed Application Form with all required attachments.
- Detailed budget that indicates the proposed expenditures from the Complete Communities program and other sources (if applicable) and that aligns with the proposed activities outlined in the application form. Although additional funding or support is not required, any other grant funding or in-kind contributions must be identified.
- Council, Board, Local Trust Committee, or modern Treaty First Nation resolution, indicating support for the current proposed activities and willingness to provide overall grant management.
- For regional projects: Council, Board, Local Trust Committee, modern Treaty First Nation resolution from each partnering applicant that clearly states approval for the primary applicant to apply for, receive, and manage the grant funding on their behalf.

Resolutions from partnering applicants must include the language above.

Submission of Applications

Applications should be submitted as Word, Excel or PDF files. Total file size for email attachments cannot exceed 20 MB.

All applications should be submitted to:

Local Government Program Services, Union of BC Municipalities

E-mail: lgps@ubcm.ca

Review of Applications

UBCM will perform a preliminary review of all applications to ensure the required application contents have been submitted and to ensure that eligibility criteria have been met.

Following this, the Evaluation Committee will assess and score all eligible applications. Higher scores will be given to applications that:

- Demonstrate alignment with the intent of the Complete Communities program;
- Demonstrate evidence of engagement with First Nations and/or Indigenous organizations in advance of submitting the application and as part of the proposed project (e.g., collaborative planning tables; incorporating First Nation values and perspectives in proposed activities; existing outreach, plans, engagement reports or processes; including First Nation engagement costs in the budget; completion of Indigenous Cultural Safety and Cultural Humility Training);
- Effectively engage with neighbouring jurisdictions, and other impacted or affected parties as appropriate to the project;
- Demonstrate how the Complete Communities program supports or will be used to inform community goals (specifically, but not exclusively, related to housing, climate action,

transportation, and fiscal sustainability), corporate plans (e.g., OCP updates, zoning bylaw updates, housing plans, climate action plans, or transportation plans); and

- Demonstrate cost-effectiveness.

Point values and weighting will be established within each of these scoring criteria. Only those applications that meet a minimum threshold point value will be considered for funding. The Evaluation Committee will consider the population and provincial, regional, and urban/rural distribution of proposed projects. Recommendations will be made on a provincial priority basis. All funding decisions will be made by UBCM.

All application materials will be shared with the Province of BC.

8. Grant Management and Applicant Responsibilities

Grants are awarded to eligible applicants only and, as such, the applicant is responsible for completion of the project as approved and for meeting reporting requirements.

Applicants are also responsible for proper fiscal management, including maintaining acceptable accounting records for the project. UBCM reserves the right to audit these records.

Notice of Funding Decision and Payments

All applicants will receive written notice of funding decisions. Approved applicants will receive an Approval Agreement, which will include the terms and conditions of any grant that is awarded, and that is required to be signed and returned to UBCM.

Grants are awarded in two payments: 50% at the approval of the project and when the signed Approval Agreement has been returned to UBCM and 50% when the project is complete and UBCM has received and approved the required final report and a financial summary.

Please note that in cases where revisions are required to an application, or an application has been approved in principle only, the applicant has 30 days from the date of the written notice of the status of the application to complete the application requirements. Applications that are not completed within 30 days may be closed.

Progress Payments

To request a progress payment, approved applicants are required to submit:

- Description of activities completed to date;
- Description of funds expended to date; and
- Written rationale for receiving a progress payment.

Changes to Approved Projects (Amendment Requests)

Approved grants are specific to the project as identified in the approved application, and grant funds are not transferable to other projects. Generally speaking, this means funds cannot be transferred to an activity that was not included in the approved application or to a new or expanded location.

Approval from UBCM and/or the Evaluation Committee will be required for any variation from the approved project. Depending on the complexity of the proposed amendment, requests may take up to 90 days to review. To propose changes to an approved project, approved applicants are required to submit:

- Amended application package, including updated, signed application form, required attachments, and an updated resolution or motion.
- For regional projects only, evidence of support from partnering applicants for proposed amendments will be required.

- Written rationale for proposed changes to activities and/or expenditures.

Applicants are responsible for any costs above the approved grant unless a revised application is submitted and approved prior to work being undertaken.

Extensions to Project End Date

All approved activities are required to be completed within the time frame identified in the Approval Agreement and all extensions beyond this date must be requested in writing and be approved by UBCM.

The Interim Report Form will be required to be submitted for all extension requests over six months. Extensions will not exceed one year from the date of the original final report deadline.

9. Interim and Final Report Requirements and Process

All funded activities must be completed within one year of notification of funding approval and the final report is due within 30 days of project completion.

Interim Reports

The Interim Report Form will be required to be submitted in support of any extension requests over six months (see above).

Final Reports

Applicants are required to submit an electronic copy of the complete final report, including the following:

- Completed Final Report Form with all required attachments.
- Copy of the completed Complete Communities report that includes key assessment findings; identified strengths, opportunities, and challenges to increase community completeness; and an implementation plan that includes potential future actions.
- Detailed financial summary that indicates the actual expenditures from the Complete Communities Program funding and other sources (if applicable) and that aligns with the actual activities outlined in the final report form.
- Copies, excerpts, and/or links to all materials produced with grant funding.
- Photos or media related to the funded project.

Submission of Final Reports

Final reports should be submitted as Word, Excel or PDF files. Total file size for email attachments cannot exceed 20 MB.

All final reports should be submitted to:

Local Government Program Services, Union of BC Municipalities

E-mail: lgps@ubcm.ca

Review of Final Reports

UBCM will perform a preliminary review of all final reports to ensure the required report elements have been submitted.

All final report materials will be shared with the Province of BC.

10. Additional Information

For enquiries about the application process or general questions regarding the program, please contact UBCM at lgps@ubcm.ca or 604-270-8226, extension 220.



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

Subject: CHILD CARE BUSINESS LICENCE APPLICATION BUS-34924 – SHINE
& GROW LEARNING CENTRE LTD (340 EAST 23RD STREET) – INITIAL
CONSIDERATION

Date: November 29, 2023 File No: 09-4320-20-0001/2022

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

RECOMMENDATION:

PURSUANT to the report of the Business Licence Inspector and Manager, Economic Development, dated November 29 2023, entitled "Child Care Business Licence Application BUS-34924 – Shine & Grow Learning Centre Ltd. (340 E. 23RD Street) – Initial Consideration":

THAT the application for a Business Licence for the Child Care Facility proposed by Shine & Grow Learning Centre Ltd. (located at 340 E. 23rd Street) be considered on the basis that:

- The proposed Child Care Facility is consistent with the permissible uses for this location;
- The impact of noise on the community in the immediate vicinity of the establishment, in general, is expected to be minimal and managed diligently;
- The applicant's transportation plan meets the requirements for the establishment of a Child Care Facility at this location; and
- The potential impact on nearby residents would not be sufficient to warrant further public input.

THAT an optional Public Meeting be waived;

AND THAT, subject to this Business Licence application receiving approvals through the required inspections by Vancouver Coastal Health and City Inspectors, that the subject Business Licence be issued.

ATTACHMENTS:

1. Site Location Map (City Doc# 2431491)
2. Transportation Plan, submitted by applicant (City Doc# 2412364)

PURPOSE

This report was prepared for the consideration of Council regarding the Business Licence application for a Child Care Facility BUS-34924 – Shine & Grow Learning Centre Ltd. (340 E. 23RD Street) in accordance with the City's designated process for considering applications for Child Care Facilities as outlined in the Business Licence Bylaw, 2018, No. 8640.

BACKGROUND

Since 2018, Discovery Castle Child Care Centre operated at 340 E. 23rd Street with a capacity of 12 children. In summer 2023, Discovery Castle Child Care was closed by the operator. Following this closure, a new operator, Shine & Grow Learning Centre Ltd. (the "Applicant"), submitted a Business Licence application to establish a new Child Care Facility with a capacity of 12 children at the same location. In accordance with Section 509(2) of the Business Licence Bylaw submission of a Business Licence application triggers a review by Council in accordance with the requirements for licencing a Child Care Facility in the City.

The proposed Child Care Facility is located on a property zoned as One Unit Residential Zone 1 (RS-1 zone) with provision for "Accessory Home Occupation", which includes Child Care use. Child Care Facilities (as defined in the Business Licence Bylaw) are accessory residential Child Care Facilities providing care for 9 to 12 children. The Business Licence Bylaw states that the issuance of a Business Licence for a Child Care Facility shall be referred to Council for initial consideration and is then at the discretion of Council for issuance if a Child Care facility already exists on the block or an adjacent block separated by a lane. Currently, another Child Care Facility is in renovations status at 315 E 23rd Street (Attachment 1).

DISCUSSION

The Applicant has applied to operate in the premises previously occupied by Discovery Castle Child Care. The Manager and Operator of the Child Care Facility will both be living in the home at 340 E. 23rd Street.

The Applicant applied to the Vancouver Coastal Health (VCH) Child Care Licensing Department to establish a new operation with a capacity of 12 children. VCH conducted an initial inspection of the premises in August 2023 and outlined a number of requisite upgrades to be undertaken by the Applicant. VCH will conduct a final inspection of the premises prior to issuing any approval for operating the facility.

City staff have progressed through the prescribed review process in accordance with the City's scope and responsibility for Child Care Facilities as per the bylaw requirements. The proposed traffic management and mitigation measures provided by the Applicant in the required Transportation Plan are expected to minimize traffic impacts in the neighbourhood (Attachment 2). Parking is located at the rear of the site and can be accessed from the residence's driveway off of the lane between St. Andrew's Avenue and Ridgeway Avenue. Another Child Care Facility, located approximately 232 feet away from the applicant's site has also received approval for its Transportation Plan, however is currently not operating. This Plan also meets the parking requirements for establishing a Child Care Facility. There is no anticipated traffic impact despite the proximity of the two facilities.

The continued use of this property for an accessory Child Care Facility is consistent with the City's Zoning Bylaw, 1995, No. 6700. The previous licensee operated a Child Care Facility for seven years at this site. During that time, two complaints were received by the City Bylaws team, involving one case of discarded debris/items in 2023 for overflowing garbage cans in the lane, and one case of snow covering sidewalks in 2018.

The potential impact on the community in the immediate vicinity of the establishment is expected to be minimal if managed in accordance with the advice provided in the VCH design guidelines for Child Care facilities. Both of the Child Care Facilities in this block are located on a City-designated Connector street which moves higher volumes of people and goods throughout the City and connects to the regional transportation system. This application, if approved, will result in the neighbourhood retaining 12 child care spaces.

RECOMMENDATION AND NEXT STEPS

In accordance with the Business Licence Bylaw, this application is presented for Council's initial consideration due to another Child Care Facility in the process of being established on the adjacent block. At Council's discretion, options for next steps in the review process are as follows:

Option 1: Recommended

- Council waive a Public Meeting: In accordance with the Business Licence Bylaw, Council have the discretion to require or waive this optional step.
- Council approve the application for a Business Licence for a Child Care Facility at the proposed location: Approval for issuance of the Business Licence for this application will be subject to approval from Vancouver Coastal Health and approved City inspections.

For this option, the proposed motions would be as set out in the Recommendations in this report.

Option 2: Not Recommended

- Council request that a Public Meeting be held: Staff will schedule a Public Meeting and provide public notification. The Applicant will attend the Public Meeting and members of the public will have an opportunity to address Council.
- Council consider the Business Licence application. Following the Public Meeting, staff would bring this application, together with inputs from the Public Meeting, to seek Council's consideration for issuance of a Business License for a Child Care Facility.

For this option, the proposed motions would be:

THAT staff convene a Public Meeting to gather input from the public regarding the Business Licence Application BUS-34924 for Shine & Grow Learning Centre Ltd. (340 E. 23RD Street);

AND THAT staff bring the application together with inputs from the Public Meeting to Council for consideration at a future date.

INTER-DEPARTMENTAL IMPLICATIONS

The Business Licence process for accessory residential Child Care Facilities is unique amongst other types of Business Licences as it involves coordinated review and collaboration regarding the application with staff from the Planning and Development, Engineering, Parks and Environment, and Finance Departments. All relevant teams have been consulted on this application and support the recommendation.

CORPORATE PLAN AND/OR POLICY IMPLICATIONS

The City's existing policy framework, (Official Community Plan, Child Care Action Plan, and Social Plan which will be superseded by the Community Wellbeing Strategy), supports the provision of child care in neighbourhoods and identifies the need for additional child care spaces in the community.

STRATEGIC PLAN IMPLICATIONS

If this application is considered and eventually approved it will result in the maintenance of child care spaces in the City. Council's Strategic Plan identifies the encouragement and support of early childhood development opportunities, childcare and afterschool care and programs as a priority in the vision for developing a City for People.

RESPECTFULLY SUBMITTED:



Paul Hutton
Business Licence Inspector

RESPECTFULLY SUBMITTED:



Siobian Smith
Manager, Economic Development



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

Transportation Plan – Shine & Grow Learning Centre

340 E 23rd St, North Vancouver

Part A:

1. Shine & Grow Learning Centre will operate at 340 E 23rd St, North Vancouver Monday to Friday from 7:30 AM to 5:30 PM.

There will be 12 child care spaces in the age range of under 30 months old and that requires 3 employees when the facility is operating at full capacity.

2. There are 5 on-site parking stalls in the back lane in addition to the street parking in front of the facility. Maximum 2 stall will be used by the employees if required and 3-5 stalls will be reserved for drop off/pick up. Please refer to the site plan below.
3. Drop off is anticipated to occur mostly from 7:30 to 8:30 in the morning with occasional drop off during the day and pick up from 4:30 to 5:30 in the afternoon.





Part B:

1. Vehicular Traffic, Parents:

- a. $12 \text{ child care spaces} \times 0.8 = 9.6$ (approximate vehicle trip generation in the morning and afternoon pick hours)
 - b. $9.6 \div 4 = 2.4$ (Average number of vehicles that may arrive within 15-minute intervals during peak hour that require use of on-site stalls)
2. **Vehicular Traffic, Employees:** Employees will arrive from 7:15 to 8:30 based on the anticipated number of children and ratio requirements. They will commute to work by walk, cycle and transit and in case they commute by car, they can use 2 parking stalls. If more parking is required, there are street parking available on E 23rd St.
3. **Traffic Impacts:** Employees will be encouraged to commute to work by walk, cycle and transit to minimize the traffic impact and if they commute by car, they can use maximum of 2 stalls in the back. If more parking is required, they will be asked to use the available street parking on the surrounding streets such as E 23rd St. This is a residential area and there are plenty of street parking available during the work hours.
4. **Access location:** Access to the facility is from the back lane where the parking stalls are located. There is a ramp to the entrance. It is also possible to access the facility from E 23rd St. This will ensure the safe drop off/pick up of children and minimize the impact on the street's traffic.
5. **Traffic impact mitigation measures**
 - a. Children who live in the walking distance of the facility will have priority for the services.
 - b. Parents who drop off/pick up their children at about the same time will be arranged to arrive at staggered times to help the traffic congestion in the neighborhood if that happens.
 - c. On site bicycle parking is available to encourage the employees to commute by bicycle or electric bike.
 - d. If possible, employees will be encouraged to car-pool.
 - e. There will be a clause in Shine & Grow Learning Centre Child Care Agreement for parents to commit to driving lawfully and respectfully in the vicinity of the facility, refraining from speeding and undertaking unsafe maneuvers such as "U-turns" and double parking.

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

Subject: CHILD CARE BUSINESS LICENCE APPLICATION BUS-34925 – SHINE
& GROW LEARNING CENTRE LTD. (359 W. 23RD STREET) – INITIAL
CONSIDERATION

Date: November 29, 2023 File No: 09-4320-20-0001/2022

RECOMMENDATION:

PURSUANT to the report of the Business Licence Inspector and Manager, Economic Development, dated November 29, 2023, entitled "Child Care Business License Application BUS-34925 – Shine & Grow Learning Centre Ltd. (359 W. 23RD Street) – Initial Consideration":

THAT the application for a Business Licence for a Group Child Care Facility proposed by Shine & Grow Learning Centre Ltd. (located at 359 W. 23rd Street) be considered on the basis that:

- The proposed Group Child Care Facility is consistent with the permissible uses for this location;
- The impact of noise on the community in the immediate vicinity of the establishment, in general, is expected to be minimal and managed diligently;
- The applicant's transportation plan meets the requirements for the establishment of a Group Child Care Facility at this location; and
- The potential impact on nearby residents would not be sufficient to warrant further public input.

THAT an optional public meeting be waived;

AND THAT, subject to this Business Licence application receiving approvals through the required inspections by Vancouver Coastal Health and City Inspectors, that the subject Business Licence be issued.

ATTACHMENTS:

1. Site Location Map (City Doc# 2432998)
2. Transportation Plan, submitted by applicant (City Doc# 2412366)

PURPOSE

This report was prepared for initial consideration by Council regarding the Business Licence application for a Group Child Care Facility operator BUS-34924 – Shine & Grow Learning Centre Ltd. (359 W. 23RD Street) in accordance with the City's designated process for considering applications for Group Child Care Facilities as outlined in the Business Licence Bylaw, 2018, No. 8640.

BACKGROUND

Since 2014, Discovery Castle Child Care Centre operated at 359 W. 23rd Street with a capacity of 16 children. Discovery Castle Child Care Centre became a legal non-conforming use when the RS-1 zoning regulation changed in 2016 and continued operating until July 31, 2023. In September 2023 a new operator, Shine & Grow Learning Centre Ltd. (the "Applicant"), submitted a Business Licence application to establish a new Group Child Care Facility with a capacity of 16 children at the same location. In accordance with Section 515 of the Business Licence Bylaw, submission of a Business Licence application triggers initial consideration by Council in accordance with the requirements for licencing a Group Child Care Facility in the City.

Group Child Care Facilities are defined as residential Child Care facilities providing care for more than 12 children. The Business Licence Bylaw states that the issuance of a Business Licence for a Group Child Care Facility is at the discretion of Council and prescribes the required steps that need to be taken by an applicant and the City for considering an application.

DISCUSSION

The Applicant is seeking to operate a Group Child Care facility at 359 W. 23rd Street (Attachment 1). The operator of the facility will not be living in the home which renders this a Primary use for Group Child Care. Primary use Group Child Care is not permitted in RS-1 zoning. Discovery Castle Child Care Centre operated as a legal non-conforming use due to its establishment prior to the modification in the Zoning Bylaw in 2016 which introduced a restriction on Child Care facilities in residential areas to Accessory Use only.

The *Local Government Act* (LGA), Section 528 (2) provides that "If a non-conforming use authorized under subsection (1) is discontinued for a continuous period of 6 months, any subsequent use of the land, building or other structure becomes subject to the land use regulation bylaw." This section of the LGA further states that "For the purposes of this Division, a change of owners, tenants or occupants of any land, or of a building or other structure, does not, by reason only of the change, affect the use of the land or building or other structure." As the discontinuation of the former Group Child

Care Facility has not exceeded a period of six months, the Applicant may apply to operate a new Group Child Care Facility as the Primary Use and this would continue as a legal non-conforming use in accordance with the LGA.

The Applicant applied to the Vancouver Coastal Health (VCH) Child Care Licensing Department to establish a new operation with a capacity of 16 children. VCH conducted an initial inspection of the proposed site in August 2023, and outlined a number of requisite upgrades to the premises to be undertaken by the Applicant. VCH will conduct a final inspection of the premises prior to issuing an approval for operating the facility.

Staff have progressed through the prescribed review process in accordance with the City's scope and responsibility for Group Child Care Facilities as per the bylaw requirements. Staff have reviewed the Applicant's transportation plan (Attachment 2), and noted that the Applicant's plan meets the parking requirements for establishing a Group Child Care Facility. The proposed traffic management and mitigation measures provided by the applicant in the required transportation plan are expected to minimize traffic impacts in the neighbourhood. Parking is located at the rear of the site and accessed from the lane off of West 23rd Street. The Applicant intends to adopt the operating model used by the operators of the previous Group Child Care Facility with no changes to the proposed operation.

This property has operated as a Group Child Care Facility for over nine years. During that time, one case of overgrown property was investigated by the City Bylaws team. The potential impact on the community in the immediate vicinity of the establishment is expected to be minimal if managed in accordance with the advice provided in the VCH design guidelines for Child Care facilities.

RECOMMENDATION AND NEXT STEPS

In accordance with the Business Licence Bylaw, Group Child Care Facility applications must be referred to Council for initial consideration. At Council's discretion, options for next steps in the approval process are as follows:

Option 1: Recommended

- Council waive a Public Meeting: In accordance with the Business Licence Bylaw, Council has the discretion to require or waive this optional step.
- Council approve the issuance of a Business License for the Group Child Care Facility, which would be the Primary Use at the proposed location: issuance of the Business Licence for this application will be subject to approval from Vancouver Coastal Health and approved City inspections.

For this option, the proposed motions would be as set out in the Recommendations of this report.

Option 2: Not Recommended

- Council refer the application to a Public Meeting: Staff will schedule a Public Meeting and provide public notification. The Applicant will attend the Public

Meeting and members of the public will have an opportunity to address Council.

- Council consider the Business Licence application: Following the Public Meeting, staff would bring this application to seek Council's approval of issuance of the Business Licence for this Group Child Care Facility.

For this option, the proposed motions would be:

THAT staff convene a Public Meeting to gather input from the public regarding the Business Licence Application BUS-34925 for Shine & Grow Learning Centre Ltd. (359 W. 23rd Street);

AND THAT staff bring the application together with inputs from the Public Meeting to Council for consideration at a future date.

INTER-DEPARTMENTAL IMPLICATIONS

The Business Licence process for Group Child Care Facilities in residential zones is unique amongst other types of Business Licences as it involves coordinated review and collaboration regarding the application with staff from the Planning and Development, Engineering, Parks and Environment, and Finance Departments. All relevant teams have been consulted on this application and support the recommendation.

CORPORATE PLAN AND/OR POLICY IMPLICATIONS

The City's existing policy framework, (Official Community Plan, Child Care Action Plan, and Social Plan which will be superseded by the Community Wellbeing Strategy), supports the provision of child care in neighbourhoods and identifies the need for additional child care spaces in the community.

STRATEGIC PLAN IMPLICATIONS

If this application is considered and eventually approved it will result in the maintenance of child care spaces in the City. Council's Strategic Plan identifies the encouragement and support of early childhood development opportunities, childcare and afterschool care and programs as a priority in the vision for developing a City for People.

RESPECTFULLY SUBMITTED:



Paul Hutton
Business Licence Inspector

RESPECTFULLY SUBMITTED:



Siobian Smith
Manager, Economic Development



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: 11/08/2014
SOURCE: Various
COORDINATE SYSTEM: NAD 83 UTM Zone 18

Transportation Plan – Shine & Grow Learning Centre

359 W 23rd St, North Vancouver

Part A:

1. Shine & Grow Learning Centre will operate at 359 W 23rd St, North Vancouver Monday to Friday from 7:30 AM to 5:30 PM.

There will be 16 child care spaces in the age range of 3 to 5 years old and that requires 2 employees when the facility is operating at full capacity.

2. There are 4 on-site parking stalls at this facility. Maximum 1 stall will be used by the employees if required and 3-4 stalls will be reserved for drop off/pick up. Please refer to the site plan below.
3. Drop off is anticipated to occur mostly from 7:30 to 8:30 in the morning with occasional drop off during the day and pick up from 4:30 to 5:30 in the afternoon.



Part B:

1. Vehicular Traffic, Parents:

- a. $16 \text{ child care spaces} \times 0.8 = 12.8$ (approximate vehicle trip generation in the morning and afternoon pick hours)
- b. $12.8 \div 4 = 3.2$ (Average number of vehicles that may arrive within 15-minute intervals during peak hour that require use of on-site stalls)

2. Vehicular Traffic, Employees: Employees will arrive from 7:15 to 8:30 based on the anticipated number of children and ratio requirements. They will commute to work by walk, cycle and transit and in case they commute by car, they can use 1 parking stall. If more parking is required, there are street parking available on Jones Ave, W 23rd St and W 22nd St.

3. Traffic Impacts: Employees will be encouraged to commute to work by walk, cycle and transit to minimize the traffic impact and if they commute by car, they will be asked to use the available street parking on the surrounding streets. This is a residential area and there are plenty of street parking available during the work hours.

4. Access location: Access to the facility is from the back lane where the parking stalls are located. There is a designated and marked pathway to the entrance. This will ensure the safe drop off/pick up of children and minimize the impact on the street's traffic.

5. Traffic impact mitigation measures

- a. Children who live in the walking distance of the facility will have priority for the services.
- b. Parents who drop off/pick up their children at about the same time will be arranged to arrive at staggered times to help the traffic congestion in the neighborhood if that happens.
- c. On site bicycle parking is available to encourage the employees to commute by bicycle or electric bike.
- d. If possible, employees will be encouraged to car-pool.
- e. There will be a clause in Shine & Grow Learning Centre Child Care Agreement for parents to commit to driving lawfully and respectfully in the vicinity of the facility, refraining from speeding and undertaking unsafe maneuvers such as "U-turns" and double parking.

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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: 2023 EXTENSION OF FUNDING REQUESTS

Date: November 29, 2023 File No: 05-1705-30-0019/2023

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

RECOMMENDATION

PURSUANT to the report of the Chief Financial Officer, dated November 29, 2023, entitled "2023 EXTENSION OF FUNDING REQUESTS":

THAT Funding Appropriation No's. 2037 and 8744 for \$1,663,688 – Casano Loutet Overpass, be extended until December 31, 2026;

THAT Funding Appropriation No. 2057 for \$39,500 – Executive Compensation Market Review, be extended until December 31, 2024;

THAT Funding Appropriation No. 2068 for \$33,220 – Child Care Strategy Implementation, be extended until December 31, 2024;

THAT Funding Appropriation No. 2059 for \$67,490 – Community & School Active Travel Planning, be extended until December 31, 2025;

THAT Funding Appropriation No.'s 2056 and 2061 for \$105,075 – Corporate Climate Action Implementation, be extended until December 31, 2024;

THAT Funding Appropriation No. 2073 for \$109,715 – Library room divider replacement, be extended until December 31, 2024;

THAT Funding Appropriation No. 8771 for \$149,015 – Storm Main-Lonsdale at Keith Rd, be extended until December 31, 2025.

THAT Funding Appropriation No. 8771 for \$149,338 – Sewer Replacement at E12 Lonsdale to East Line, be extended until December 31, 2025.

THAT Funding Appropriation No's 8771 and 8824 for \$49,780 – Water main Replacement: Fell To Copping, be extended until December 31, 2025.

THAT Funding Appropriation No. 2074 for \$17,300 – NS Transportation Improvements-INSTPP, be extended until December 31, 2025.

THAT Funding Appropriation No. 2034 for \$91,946 – Enhanced VOIP Solutions, be extended until December 31, 2024.

THAT Funding Appropriation No. 2063 for \$40,155 – Fibre Infrastructure, be extended until December 31, 2024.

THAT Funding Appropriation No. 8771 for \$45,039 – Water Capital Plan Update, be extended until December 31, 2024.

THAT Funding Appropriation No. 2050& 2052 for \$54,307 – 2020 Fleet EV Charging Stations, be extended until December 31, 2024.

THAT Funding Appropriation No. 2074 for \$52,874– Traffic System Pre-Emption for Emergency Vehicles, be extended until December 31, 2025.

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 of funding for various projects where currently approved funding is set to expire on December 31, 2023.

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.

REPORT: EXTENSION OF FUNDING REQUESTS

Date: November 29, 2023

Project	No.	Unspent amount to be extended	Appropriation Number
Casano Loutet Overpass	53211	\$1,663,699	2037 & 8744
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. The importance of this project has also been confirmed in Council's 2022-2026 Strategic Plan with the initiative to "Begin Construction of the Casano-Loutet Bridge, a new pedestrian and cycling overpass over Highway #1, linking the city's Loutet and Cedar Village neighbourhoods".		
Reason for delay:	The project design is completed. The Project team expects to have a both a provincial government approved Archaeological Impacts Assessment and a Heritage Alteration Permit in 2024.		
Timeline for completion:	Once all permits are obtained, the project construction is likely a year in duration, however the exact schedule will be the result of a public tender process. Extension of funding to December 31, 2026 is expected to be sufficient to complete the project.		
Project Lead	Karyn Magnusson; Engineering, Parks & Environment		
Spend to date	\$856,000		
Executive Compensation Market Review	47157	\$39,500	2057
Description:	Complete Benchmarking Review of Exempt roles to include updated job descriptions. This work promotes transparent fiscal sustainability and is aligned with the Corporate Business Plan goal of "A Fiscally Responsible Organization".		
Reason for delay:	Staff capacity constraints driven by vacancies have resulted in anticipated milestones for the project to change.		
Timeline for completion:	Extension of funding to December 31, 2024 is expected to be sufficient to complete the project.		
Project Lead	Edwina Doran; People & Culture		
Spend to date	\$500		

REPORT: EXTENSION OF FUNDING REQUESTS

Date: November 29, 2023

Project	No.	Unspent amount to be extended	Appropriation Number
Child Care Strategy Implementation	47116	\$33,220	2050
Description:	Three key items for implementation include: 1. Implement the provincial facility design guidelines for child care in the City. 2. Develop building models/prototypes and high level cost estimates, to facilitate planning for new facilities on civic sites. 3. Support before and after school child care opportunities. This project is also aligned with Council's 2022-2026 Strategic Plan Priority "A City for People" and the initiative to "Encourage and support early childhood development opportunities, childcare and afterschool care and programs by encouraging and supporting childcare programs.		
Reason for delay:	The Province of BC is developing high level design guidelines for child care facilities, and the guidelines are now anticipated to be completed in 2024. Municipalities will be required to implement the guidelines in 2024. Once the provincial guidelines are available, staff will need to adapt these to the City's context and building typologies, to facilitate the development of high quality child care facilities in the City (items 1 and 2 above).		
Timeline for completion:	Extension of funding to December 31, 2024 is expected to be sufficient to complete the components of the project listed above.		
Project Lead	Renee De St. Croix; Planning & Development		
Spend to date	\$47,000		
Community & School Active Travel Planning	47139	\$67,490	2059
Description:	This project is intended to support policy, program, outreach, and evaluation for Safe and Active School Travel Planning work. This project is aligned to Council's 2022-2026 Strategic Priority "A Connected City" and the initiative to "Increase the proportion of residents with safe and convenient access to transit and active transportation infrastructure.		
Reason for delay:	Many of these initiatives were delayed in 2023 due to capacity constraints driven by vacancies at CNV as well as at SD44.		
Timeline for completion:	Extension of funding to December 31, 2024 is expected to be sufficient to complete the project.		
Project Lead	Elicia Elliott; Planning & Development		
Spend to date	\$7,709		

REPORT: EXTENSION OF FUNDING REQUESTS

Date: November 29, 2023

Project	No.	Unspent amount to be extended	Appropriation Number
Corporate Climate Action Implementation	47096	\$67,490	2059
Description:	The Corporate Climate Action Implementation project implements energy demand management and emission reduction actions. These funds support work to reduce fleet vehicle emissions through electrification and E/V charging. This project is aligned to Council's 2022-2026 Strategic Priority "Resilient City" and the initiative to "Continue to reduce transportation emissions through the implementation of the Mobility Strategy".		
Reason for delay:	The CNV slowed the replacement of internal combustion engines with electric or hybrid models due to the lack of availability. Availability in the market has begun to increase and therefore additional charging capacity will be required.		
Timeline for completion:	Extension of funding to December 31, 2024 is expected to be sufficient to utilize these funds to advance the project.		
Project Lead	Mike Friesen; Planning & Development		
Spend to date	\$54,911		
Library room divider replacement	45314	\$109,716	2073
Description:	The Library Divider wall and 3rd floor meeting room improvements include various elements of construction and supply. Scope includes new in floor hearing loop system, custom furniture, infill of a window wall, and new storage area. Carpet replacement is also included. This project is aligned to Council's Strategic Priority "A City for People" and responds to the need for "Essential maintenance, replacement and planning" in the NVCL 2024 Priorities presented to Council in September 2023.		
Reason for delay:	An RFP is complete and a contract is in place. The delay resulted from the contractor identifying a design concern, which required an architect to be engaged. Revised timelines are expected to be provided in early 2024.		
Timeline for completion:	Extension of funding to December 31, 2024 is expected to be sufficient to complete the project.		
Project Lead	Joel Roy; Engineering Parks & Environment		
Spend to date	\$65,519		

REPORT: EXTENSION OF FUNDING REQUESTS

Date: November 29, 2023

Project	No.	Unspent amount to be extended	Appropriation Number
Storm Main-Lonsdale at Keith Rd	55080	\$149,0156	8771
Description:	The current capacity of the Lonsdale Avenue storm sewer is nearing capacity and is insufficient to accommodate additional flows due to anticipated climate change. This project diverts some flows to mains with higher capacities. This project is aligned to Corporate Business Plan goal "A Fiscally Responsible Organization" and the initiative to to "Complete asset management planning for resilient infrastructure".		
Reason for delay:	Preliminary designs have been completed and the project has been pushed out to allow for greater coordination with tree enhancement work along W Keith Road.		
Timeline for completion:	Extension of funding to December 31, 2025 is expected to be sufficient to complete the project.		
Project Lead	Matthew Holm; Engineering, Parks & Environment		
Spend to date	\$1,000		
Sewer Replacement at E12:Lonsdale to East Line	54072	\$149,339	8771
Description:	The sewer in 100 East 12th needs to be upgraded to accommodate growth. This project ties the new main in the 100 block from the lane east of Lonsdale to the Lonsdale main. This project is aligned to Corporate Business Plan goal "A Fiscally Responsible Organization" and the initiative to "Complete asset management planning for resilient infrastructure".		
Reason for delay:	Other main extensions were prioritized to accommodate development in other parts of the City.		
Timeline for completion:	Extension of funding to December 31, 2024 is expected to be sufficient to complete the project.		
Project Lead	Wesley Mason; Engineering, Parks & Environment		
Spend to date	\$1,000		

REPORT: EXTENSION OF FUNDING REQUESTS

Date: November 29, 2023

Project	No.	Unspent amount to be extended	Appropriation Number
Water main Replacement: Fell To Copping	56093	\$49,780	8771 & 8824
Description:	This project supports external design work to investigate optimizing the water network to support future pump station upgrades and optimizations. This project is aligned to Corporate Business Plan goal "A Fiscally Responsible Organization" and the initiative to "Complete asset management planning for resilient infrastructure".		
Reason for delay:	This project was postponed while design and construction of utilities advances to support development in the Harbourside neighbourhood was completed.		
Timeline for completion:	Extension of funding to December 31, 2024 is expected to be sufficient to complete the project.		
Project Lead	Wesley Mason; Engineering, Parks & Environment		
Spend to date	\$220		
NS CONNECTS (FORMERLY INSTPP)	47113	\$17,300	2074
Description:	This project is intended to support ongoing planning and outreach work on North Shore transportation issues, including current and future transit planning, integrated land use planning, and a biannual North Shore Travel Survey. This project is aligned to Council's Strategic Priority "A Connected City" and the initiative to "Undertake planning for rapid transit expansion (Burrard Inlet Rapid Transit)".		
Reason for delay:	TransLink were delayed in initiating their work. Work is now expected to kick off in November 2023.		
Timeline for completion:	Extension of funding to December 31, 2025 is expected to be sufficient to complete the project.		
Project Lead	Elicia Elliott; Planning & Development		
Spend to date	\$582,773		

REPORT: EXTENSION OF FUNDING REQUESTS

Date: November 29, 2023

Project	No.	Unspent amount to be extended	Appropriation Number
Enhanced VOIP Solutions	40382	\$91,946	2034
Description:	This funding will be used to support implementation of collaboration tools to enhance internal and external communication. This project is aligned to the Corporate Business Plan goal "A Cooperative and Collaborative Organization" as it improves communications within CNV and with external stakeholders.		
Reason for delay:	Project was delayed to due capacity constraints resulting from vacancies, which have since been filled.		
Timeline for completion:	Statements of work to be developed by the end of 2023 and work to be carried out in 2024. Extension of funding to December 31, 2024 is expected to be sufficient to complete the project.		
Project Lead	Shawna Peters, Office of the CAO		
Spend to date	\$108,053		
Fibre Infrastructure	40336	\$40,155	2063
Description:	This funding will be used to support the fibre connection from City Hall to the Harry Jerome Community Recreation Centre by completing a required connection between 14th and Lonsdale and City Hall. This project is aligned to Corporate Business Plan goal "A Cooperative and Collaborative Organization" as it improves communications between CNV and NVRC.		
Reason for delay:	Due to vacancies, City department and agencies were delayed in completed the design work for the fibre infrastructure.		
Timeline for completion:	Due to internal capacity constraints, CNV staff will no longer be performing the civil work. Plans have been updated for civil work to be procured through a competitive process. Extension of funding to December 31, 2024 is expected to be sufficient to complete the project.		
Project Lead	Shawna Peters, Office of the CAO		
Spend to date	\$84,845		

REPORT: EXTENSION OF FUNDING REQUESTS

Date: November 29, 2023

Project	No.	Unspent amount to be extended	Appropriation Number
Water Capital Plan Update	56091	\$45,039	8771
Description:	CNV advanced its asset management planning in 2023 to support its water utility budgeting with the help of outside consultants. Some close out work however remains. This project is aligned to Corporate Business Plan goal "A Fiscally Responsible Organization" and the initiative to "Complete asset management planning for resilient infrastructure".		
Reason for delay:	Project was delayed to due internal capacity constraints resulting from vacancies.		
Timeline for completion:	Extension of funding to December 31, 2024 is expected to be sufficient to complete the project.		
Project Lead	Matt Holm, Engineering, Parks & Environment		
Spend to date	\$19,961		
Fleet EV Charging Stations	59080	\$54,307	2050 & 2052
Description:	This project is for the installation of EV chargers for CNV fleet vehicles, which aid in achieving CNV's goal of net-zero emissions by 2025. It is aligned to Council's Strategic Priority "A Resilient City" and the initiative to "Continue to reduce transportation emissions through the implementation of the Mobility Strategy".		
Reason for delay:	Staffing vacancy led to delay of implementation.		
Timeline for completion:	Extension of funding to December 31, 2024 is expected to be sufficient to complete the project.		
Project Lead	Mike Friesen, Planning & Development		
Spent to date	\$75,700		

Project	No.	Unspent amount to be extended	Appropriation Number
Traffic System Pre-Emption For Emergency Vehicles	53223	\$52,874	2074
Description:	This project is to upgrade CNV's Fire pre-emption system for traffic signals. This project is aligned is aligned to the NVRCFD 2021-2024 Service Priorities "we aim to make a measurable difference in life safety outcomes and service to our community, while maintaining our critically important fire suppression response times and performance."		
Reason for delay:	Sufficient staff resources were not available to support this project in 2024.		
Timeline for completion:	Extension of funding to December 31, 2025 is expected to be sufficient to utilize these funds to advance the project.		
Project Lead	James Gilan; Engineering, Parks & Environment		
Spend to date	\$162,114		

FINANCIAL IMPLICATIONS

Return of the above funding is not assumed in CNV's 2023-2027 Financial Plan, and the funding is available for extension without creating any impacts on other projects.

INTER-DEPARTMENTAL IMPLICATIONS

Finance staff worked closely with staff in all CNV departments when developing this Report.

STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS

The above projects support the implementation of Council's 2022-2026 Strategic Plan, the Corporate Business Plan, the NVCFD 2021-2024 Service Priorities and the NVCL 2024 Priorities.

RESPECTFULLY SUBMITTED:



Larry Sawrenko
Chief Financial Officer