



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, MARCH 30, 2026 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 sə́lílwətaʔ (Tseil-Waututh) Nations.

CALL TO ORDER

APPROVAL OF AGENDA

1. Regular Council Meeting Agenda, March 30, 2026

ADOPTION OF MINUTES

2. Regular Council Meeting Minutes, March 9, 2026

PROCLAMATION

Green Shirt Day – April 7, 2026

PUBLIC INPUT PERIOD

CONSENT AGENDA

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

BYLAWS – ADOPTION

- *3. “Delegation Bylaw, 2026, No. 9157”
- *4. “Officers Bylaw, 2026, No. 9158”

PRESENTATION

City of North Vancouver Health Innovation District – Rowena Rizzotti, Lead Consultant, Osprey Point Consulting

REPORTS

5. Health Innovation District – Early Progress and Next Steps
6. North Point Brewing Corp. – Application for Curbside Patio Liquor Service Area – Public Consultation and Recommendation
7. Business Licence Bylaw Amendment

BYLAW – FIRST, SECOND AND THIRD READINGS

8. “Business Licence Bylaw, 2018, No. 8640, Amendment Bylaw, 2026, No. 9155”
(Second-Hand Dealer Exemptions)

REPORT

9. North Shore Emergency Management Bylaws Update

BYLAWS – FIRST, SECOND AND THIRD READINGS

10. “North Shore Emergency Management Establishing Bylaw, 2026, No. 9159”
11. “North Shore Emergency Management Delegation Bylaw, 2026, No. 9160”

REPORTS

12. 2026 Property Tax Rate Distribution Options
13. Metro Vancouver South of the Fraser Mayors’ Request

PUBLIC CLARIFICATION PERIOD

COUNCIL INQUIRIES

COUNCIL 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, March 30, 2026

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PROCLAMATION

Green Shirt Day – April 7, 2026

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 5:50 pm on the day of the Council meeting.
- 2) **ELECTRONICALLY VIA WEBEX:** Speakers who choose to participate electronically must pre-register by 12:00 pm on the day of the Council meeting by completing the online form at cnv.org/PublicInputPeriod, or by phoning 604-990-4234. 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 pm 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), including Zoning Bylaws for which a Public Hearing will not be held or is prohibited under section 464 of the *Local Government Act*.

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 and *4 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. “Delegation Bylaw, 2026, No. 9157”

RECOMMENDATION:

THAT “Delegation Bylaw, 2026, No. 9157” be adopted, signed by the Mayor and Corporate Officer and affixed with the corporate seal.

- *4. “Officers Bylaw, 2026, No. 9158”

RECOMMENDATION:

THAT “Officers Bylaw, 2026, No. 9158” be adopted, signed by the Mayor and Corporate Officer and affixed with the corporate seal.

END OF CONSENT AGENDA

PRESENTATION

City of North Vancouver Health Innovation District – Rowena Rizzotti, Lead Consultant, Osprey Point Consulting

Item 5 refers.

REPORTS

5. Health Innovation District – Early Progress and Next Steps
– File: 13-6750-20-0008/1

Report: Manager, Economic Development, March 11, 2026

RECOMMENDATION:

PURSUANT to the report of the Manager, Economic Development, dated March 11, 2026, entitled “Health Innovation District – Early Progress and Next Steps”:

THAT Council direct staff to finalize a Stakeholder Roundtable Terms of Reference for the Health Innovation District, and enter into Memoranda of Understanding with the Stakeholder Roundtable members;

AND THAT Council direct staff to provide an update on the development progress of the Stakeholder Roundtable in the fall of 2026.

6. North Point Brewing Corp. – Application for Curbside Patio Liquor Service Area – Public Consultation and Recommendation – File: 09-4320-50-0002/2026

Report: Manager, Economic Development, March 11, 2026

RECOMMENDATION:

PURSUANT to the report of the Manager, Economic Development, dated March 11, 2026, entitled “North Point Brewing Corp. – Application for Curbside Patio Liquor Service Area – Public Consultation and Recommendation”:

THAT the application for a curbside patio liquor service area for North Point Brewing Corp., be supported, provided that the establishment first enter into a Good Neighbour Agreement with the City of North Vancouver;

AND THAT the Liquor and Cannabis Regulation Branch be informed of this resolution and recommendation that the application be approved on the basis that:

- The impact of noise on the community in the immediate vicinity of the establishment, in general, is expected to be minimal, if managed diligently;
- The proposed curbside patio liquor service area is consistent with the vision for the Shipyards Brewery District;
- The proposed curbside patio liquor service area will not result in business operations of a manner that is contrary to the primary purpose of the business; and
- The results of the public feedback conducted by City staff found a majority of respondents in support of the proposed curbside patio liquor service area.

REPORTS – Continued

7. Business Licence Bylaw Amendment – File: 13-6750-01-0001/2026

Report: Manager, Business Services, March 11, 2026

RECOMMENDATION:

PURSUANT to the report of the Manager, Business Services, dated March 11, 2026, entitled “Business Licence Bylaw Amendment”:

THAT “Business Licence Bylaw, 2018, No. 8640, Amendment Bylaw, 2026, No. 9155” (Second-Hand Dealer Exemptions) be considered for readings.

Item 8 refers.

BYLAW – FIRST, SECOND AND THIRD READINGS

8. “Business Licence Bylaw, 2018, No. 8640, Amendment Bylaw, 2026, No. 9155” (Second-Hand Dealer Exemptions)

RECOMMENDATION:

THAT “Business Licence Bylaw, 2018, No. 8640, Amendment Bylaw, 2026, No. 9155” (Second-Hand Dealer Exemptions) be given first, second and third readings.

REPORT

9. North Shore Emergency Management Bylaws Update
– File: 01-0110-01-0001/2026

Report: General Manager, Public Safety and Fire Chief; General Manager, Infrastructure, Transportation and Parks; and City Solicitor, March 20, 2026

RECOMMENDATION:

PURSUANT to the report of the General Manager, Public Safety and Fire Chief, the General Manager, Infrastructure, Transportation and Parks, and the City Solicitor, dated March 20, 2026, entitled “North Shore Emergency Management Bylaws Update”:

THAT the following bylaws be considered for readings:

- “North Shore Emergency Management Establishing Bylaw, 2026, No. 9159”; and
- “North Shore Emergency Management Delegation Bylaw, 2026, No. 9160”.

Items 10 and 11 refer.

BYLAWS – FIRST, SECOND AND THIRD READINGS

10. “North Shore Emergency Management Establishing Bylaw, 2026, No. 9159”

RECOMMENDATION:

THAT “North Shore Emergency Management Establishing Bylaw, 2026, No. 9159” be given first, second and third readings.

11. “North Shore Emergency Management Delegation Bylaw, 2026, No. 9160”

RECOMMENDATION:

THAT “North Shore Emergency Management Delegation Bylaw, 2026, No. 9160” be given first, second and third readings.

REPORTS

12. 2026 Property Tax Rate Distribution Options – File: 05-1970-05-0005/2026

Report: Chief Financial Officer, March 11, 2026

RECOMMENDATION:

PURSUANT to the report of the Chief Financial Officer, dated March 11, 2026, entitled “2026 Property Tax Rate Distribution Options”:

THAT an across-the-board 2026 Property Tax Rate Distribution be endorsed.

13. Metro Vancouver South of the Fraser Mayors’ Request
– File: 13-6500-01-0001/2026

Report: Manager, City Design and Planning, March 23, 2026

RECOMMENDATION:

PURSUANT to the report of the Manager, City Design and Planning, dated March 23, 2026, entitled “Metro Vancouver South of the Fraser Mayors’ Request”:

THAT staff be directed to respond to Metro Vancouver’s correspondence, dated January 20, 2026, titled, “Consultation of Proposed *Metro 2050* Amendment Options in Response to South of the Fraser Mayors’ Request” outlining the need for additional information, as outlined in the “Proposed Response”;

AND THAT a copy of the correspondence to Metro Vancouver be distributed to Council.

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

COUNCIL 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)(i) [legal advice], and 90(1)(k) [proposed service].

REPORT OF THE COMMITTEE OF THE WHOLE (CLOSED SESSION)

ADJOURN



**MINUTES OF THE REGULAR MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBER AND ELECTRONICALLY (HYBRID) FROM CITY HALL, 141 WEST 14TH STREET, NORTH VANCOUVER, BC, ON
MONDAY, MARCH 9, 2026**

PRESENT:

Mayor L. Buchanan
Councillor H. Back* (joined at 6:17 pm)
Councillor D. Bell
Councillor J. McIlroy
Councillor S. Shahriari
Councillor T. Valente

**participated electronically*

ABSENT:

Councillor A. Girard

The meeting was called to order at 6:01 pm.

APPROVAL OF AGENDA

Moved by Councillor Valente, seconded by Councillor Shahriari

1. Regular Council Meeting Agenda, March 9, 2026

CARRIED UNANIMOUSLY

R2026-03-09/1

ADOPTION OF MINUTES

Moved by Councillor Bell, seconded by Councillor McIlroy

2. Regular Council Meeting Minutes, March 2, 2026

CARRIED UNANIMOUSLY

R2026-03-09/2

PROCLAMATIONS

Mayor Buchanan declared the following proclamations:

Nowruz – March 20, 2026 – read by Councillor Shahriari

World Down Syndrome Day – March 21, 2026

PUBLIC INPUT PERIOD

Moved by Councillor Bell, seconded by Councillor Shahriari

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

CARRIED UNANIMOUSLY

- Barry Shaw, North Vancouver, spoke regarding the sidewalks near Cloverley School.
- Allison Shaw, North Vancouver, spoke regarding the sidewalks near Cloverley School.
- Richard Short, North Vancouver, spoke regarding the Eastside Connector and Grand Boulevard.

PUBLIC INPUT PERIOD – Continued

- Heny Mustikasari, North Vancouver, spoke regarding the petition results of the Central Lonsdale Business Improvement Area.
- Sid Sharma, North Vancouver, spoke regarding the past and ongoing work of the Central Lonsdale BIA Society.

Councillor Back joined the meeting at 6:17 pm.

- Shaun Mitha, North Vancouver, spoke regarding the petition results of the Central Lonsdale Business Improvement Area.
- Dennis Hilton, North Vancouver, spoke regarding the Eastside Connector.
- Robert Morrison, North Vancouver, spoke regarding the sidewalks near Cloverley School.
- Anthea Mallinson, North Vancouver, spoke regarding the sidewalks near Cloverley School.

PRESENTATIONS

A. Public Works Open House Event – Director, Infrastructure Management

Infrastructure, Transportation and Parks staff provided a PowerPoint presentation regarding the “Public Works Open House Event” and responded to questions from Council.

B. City of North Vancouver Community Safety Strategy Update – General Manager, Public Safety and Fire Chief

The General Manager, Public Safety and Fire Chief, provided a PowerPoint presentation regarding the “City of North Vancouver Community Safety Strategy Update” and responded to questions from Council.

REPORT

3. Central Lonsdale Business Improvement Area Service Bylaw – Results of Petition – File: 13-6750-20-0006/1

Report: Director, Legislative Services and Corporate Officer, February 18, 2026

Moved by Councillor Bell, seconded by Councillor Valente

PURSUANT to the report of the Director, Legislative Services and Corporate Officer, dated February 18, 2026, entitled “Central Lonsdale Business Improvement Area Service Bylaw – Results of Petition”:

THAT the report of the Director, Legislative Services and Corporate Officer, dated February 18, 2026, and the Corporate Officer’s Certificate as to Sufficiency of Petition, included as Attachment 1, be received and filed.

CARRIED UNANIMOUSLY

R2026-03-09/3

BYLAW – ADOPTION

4. “Central Lonsdale Business Improvement Area Service Establishment Bylaw, 2025, No. 9138”

Moved by Councillor Bell, seconded by Councillor Valente

THAT “Central Lonsdale Business Improvement Area Service Establishment Bylaw, 2025, No. 9138” be adopted, signed by the Mayor and Corporate Officer and affixed with the corporate seal.

CARRIED

Mayor Buchanan opposed.

R2026-03-09/4

REPORTS

5. Name Recommendation for New Bridge Over Highway 1 – File: 11-5330-20-0071/1

Report: Project Manager, Public Realm Infrastructure, February 20, 2026

Moved by Councillor Bell, seconded by Councillor Valente

PURSUANT to the report of the Project Manager, Public Realm Infrastructure, dated February 20, 2026, entitled “Name Recommendation for New Bridge Over Highway 1”:

THAT staff be directed to proceed with the name Crosscut Bridge for the new active transportation bridge over Highway 1.

CARRIED UNANIMOUSLY

R2026-03-09/5

6. Delegation and Officers Bylaws – File: 01-0110-01-0001/2026

Report: Chief Administrative Officer, February 18, 2026

Moved by Councillor Valente, seconded by Councillor Shahriari

PURSUANT to the report of the Chief Administrative Officer, dated February 18, 2026, entitled “Delegation and Officers Bylaws”:

THAT the following bylaws be considered for readings:

- “Delegation Bylaw, 2026, No. 9157”; and
- “Officers Bylaw, 2026, No. 9158”.

CARRIED UNANIMOUSLY

R2026-03-09/6

BYLAWS – FIRST, SECOND AND THIRD READINGS

7. “Delegation Bylaw, 2026, No. 9157”

Moved by Councillor Valente, seconded by Councillor Shahriari

THAT “Delegation Bylaw, 2026, No. 9157” be given first, second and third readings.

CARRIED UNANIMOUSLY

R2026-03-09/7

8. “Officers Bylaw, 2026, No. 9158”

Moved by Councillor Valente, seconded by Councillor Shahriari

THAT “Officers Bylaw, 2026, No. 9158” be given first, second and third readings.

CARRIED UNANIMOUSLY

R2026-03-09/8

PUBLIC CLARIFICATION PERIOD

Nil.

COUNCIL INQUIRIES

9. Impacts on Budget – File: 01-0220-01-0001/2026

Inquiry by Councillor Valente

Councillor Valente requested information on how the newly announced PST will impact the City’s capital and operational budget plans.

R2026-03-09/9

NEW ITEMS OF BUSINESS

Nil.

NOTICES OF MOTION

Nil.

RECESS TO CLOSED SESSION

Moved by Councillor Shahriari, seconded by Councillor Valente

THAT Council recess to the Committee of the Whole, Closed Session, pursuant to the Community Charter, Sections 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 7:27 pm and reconvened at 8:55 pm with the following members of Council present: Mayor Buchanan, Councillor Bell, Councillor McIlroy, Councillor Shahriari and Councillor Valente.

REPORT OF THE COMMITTEE OF THE WHOLE (CLOSED SESSION)

Moved by Councillor Shahriari, seconded by Councillor Valente

THAT the actions directed regarding the following items from the Committee of the Whole (Closed Session) of March 9, 2026, be ratified:

10. Contract Negotiations – File: 16-8350-01-0001/2026

Report: Director, Transportation, February 18, 2026

PURSUANT to the report of the Director, Transportation, dated February 18, 2026, regarding contract negotiations:

THAT the wording of the resolution and the report of the Director, Transportation, dated February 18, 2026, remain in the Closed session.

R2026-03-09/10

11. Intergovernmental Relations – File: 13-6740-01-0001/2026

Report: Manager, The Shipyards and Waterfront, March 6, 2026

PURSUANT to the report of the Manager, The Shipyards and Waterfront, dated March 6, 2026, regarding intergovernmental relations:

THAT the wording of the resolution and the report of the Manager, The Shipyards and Waterfront, dated March 6, 2026, remain in the Closed session.

R2026-03-09/11

CARRIED UNANIMOUSLY

ADJOURN

Moved by Councillor Bell, seconded by Councillor Valente

THAT the meeting adjourn.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:56 pm.

“Certified Correct by the Corporate Officer”

CORPORATE OFFICER

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Office of the Mayor

CITY OF NORTH VANCOUVER
BRITISH COLUMBIA

Proclamation

GREEN SHIRT DAY

Whereas the overwhelming majority of Canadians support organ donation, but less than twenty five percent of Canadians are registered as organ donors;

Whereas one donor can save up to eight lives with organs, and tissue and eye donors can improve the lives of up to seventy five more;

Whereas following the Humboldt tragedy on April 6, 2018, an estimated 150,000 Canadians were inspired to register as organ donors in what has become known as the “Logan Boulet Effect”;

Whereas Green Shirt Day honours the memory of Logan Boulet and the impact of the generous act of donating his organs, and encourages Canadians to consider following his example by registering as organ donors;

And Whereas our community supports the partnership of Logan’s family, Canadian Blood Services and the Canadian Transplant Association to memorialize this act of life-saving generosity with a day dedicated to organ donor awareness and registration;

Now Therefore I, Linda Buchanan, Mayor of the City of North Vancouver, do hereby proclaim **April 7, 2026** as **Green Shirt Day** in the City of North Vancouver, the traditional territories of the Squamish and Tsleil-Waututh Nations.

So proclaimed on Monday, March 30, 2026

Mayor Linda Buchanan

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THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 9157

A Bylaw to provide for the manner of the delegation of powers, duties and functions in The Corporation of the City of North Vancouver

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

1. This Bylaw shall be known and cited for all purposes as “**Delegation Bylaw, 2026, No. 9157**”.

Definitions

2. Schedule A establishes definitions for terms used in this bylaw.

Interpretation

3. All schedules to this bylaw form part of this bylaw. The definitions given for any defined terms in this bylaw shall apply equally to both the singular and plural forms of the terms defined.

Policies to Govern Delegation

4. The CAO may provide guidelines, instructions, schemes, and other information to govern the administration, execution, and lawful sub-delegation of the powers, duties, or functions delegated under this bylaw, so long as such action by the CAO does not conflict with this bylaw, other applicable enactments, including the *Community Charter*, or Council resolution.

Appointment of Servicing Officer

5. The following officer positions are designated as servicing officers of the City, pursuant to section 513.2(4) of the *Local Government Act*:
 - A. Director, Development.

Managerial Powers

6. Where Council, in any bylaw or resolution, delegates a power, duty, or function to a person or position, the person or position may, in writing, give direction within their department or division to administer and carry out that power, duty or function, including but not limited to:
 - A. establishing procedures, guidelines, and employee standards; and
 - B. sub-delegating tasks, duties, and responsibilities, provided that any sub-delegation is in accordance with this bylaw and any applicable enactments, including the *Community Charter*, and that the delegator retains the ultimate power and responsibility of the power, duty, or function.

Power to Act

7. Where a person or position, to whom a power, duty, or function has been delegated in this bylaw, or any other applicable enactment, is absent or unable to act, the person or position's deputy, or another position appointed or designated by an authorized person, in writing, to act for the person or position may exercise that power, duty, or function for the period when the original person or position is absent or unable to act, or such earlier time as may be designated.

Position Changes

8. Any delegation of powers, duties, or functions to a specific position in this bylaw, or any other applicable enactment, is to the person who holds that position, or if the referenced position is modified or eliminated, any such position that assumes responsibility for the scope of the delegated power, duty, or function.

Conflict in Position Titles Contained in Past Bylaws

9. If the position title to which a power, duty, or function is delegated in this bylaw is not the same as contained in a City bylaw passed before adoption of this bylaw, due to the position title or responsibilities changing since such City bylaw was passed, the position title in the prior City bylaw or bylaw amendment shall no longer be delegated the power, duty, or function, and the position title contained in the prior City bylaw shall be deemed to mean the position title in this bylaw, so long as not otherwise in conflict with the *Community Charter* or other applicable enactment.

Delegation of Authority

10. Subject to any other powers, duties, and functions assigned by Council or required or permitted by any other applicable enactment, Council delegates certain powers, duties, and functions to employees in Schedule B to this bylaw. Subject to this bylaw, and any other applicable enactments, each power, duty, or function identified in Column A of Schedule B may only be exercised by the corresponding delegate in Column B of Schedule B in accordance with the corresponding terms and conditions set out in Column C of Schedule B.

Severability

- 11. If, for any reason, one or more provisions of this bylaw are found to be invalid, illegal, or unenforceable by a court of competent jurisdiction, the remaining provisions will not be affected and will continue in full force and effect.

READ a first time on the 9th day of March, 2026.

READ a second time on the 9th day of March, 2026.

READ a third time on the 9th day of March, 2026.

ADOPTED on the <> day of <>, 2026.

MAYOR

CORPORATE OFFICER

SCHEDULE A

In this bylaw:

Approving Officer means an Approving Officer of the City appointed pursuant to sub-section 77(1) of the *Land Title Act*;

Bylaw Enforcement Officer means a person designated as a Bylaw Enforcement Officer in the Bylaw Notice Enforcement Bylaw or other person delegated by Council to enforce one or more of the bylaws of the City;

CAO means the Chief Administrative Officer appointed under section 147 of the *Community Charter*;

Cashier/Accounting Clerk means a cashier or accounting clerk employed in the Finance department in the City;

CFO means the Chief Financial Officer appointed under section 149 of the *Community Charter*;

Chief Building Official means the person appointed as the Chief Building Official for the City;

Chief Election Officer means the person appointed pursuant to sub-section 58(1) of the *Local Government Act*;

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

City means The Corporation of the City of North Vancouver;

City Solicitor means the person appointed as the Director of the City's Legal Services division;

Claim means any action, demand, proceeding, or suit that has or could be advanced to seek damages, compensation, or other relief;

Community Charter means the *Community Charter*, SBC 2003, c. 26, as amended or replaced;

Corporate Officer means the person appointed under section 148 of the *Community Charter*;

Council means the Council of The Corporation of the City of North Vancouver;

Director means a position that is designated as Director by their position title or by being defined as a Director in this bylaw and is responsible for a certain City department or division;

Director of Recreation and Culture means the person hired by the NVRCC as director of the NVRCC;

District means the District of North Vancouver;

Employee means an individual employed in a regular, temporary, auxiliary, or other position within any department of the City and includes Statutory Officers;

Environmental Health Officer means an Environmental Health Officer of the Vancouver Coastal Health Authority who derives their powers and duties from the *Public Health Act*;

Fire Chief means the General Manager in charge of the City's fire department;

Fire Department Member means members of the North Vancouver City Fire Department;

Fire Inspector means an individual designated in writing by the Fire Chief as a Fire Inspector pursuant to the Fire Bylaw and section 8 of the *Fire Safety Act*;

General Manager means a position that is designated as General Manager by their position title or by being defined as a General Manager in this bylaw and is responsible for a major functional scope or group of departments;

General Manager, ITP means the General Manager, Infrastructure, Transportation and Parks;

Governance Policy means a policy adopted by the CAO to govern the administration and execution of delegated powers, duties, and functions;

Instrument has the same meaning as in the *Land Title Act*;

Licence Inspector means the person appointed as a Licence Inspector for the City;

Local Government Act means the *Local Government Act*, RSBC 2015, c. 1, as amended or replaced;

Manager means a position that is designated as Manager by their position title or by being defined as a Manager in this bylaw and is responsible for a certain division or section;

Mayor has the same meaning as in the *Community Charter*;

Medical Health Officer means a Medical Health Officer of the Vancouver Coastal Health Authority who derives their powers and duties from the *Public Health Act*;

NVRCC means the North Vancouver Recreation and Culture Commission;

Peace Officer has the same meaning as in the *Criminal Code*, R.S. 1985, c. C-46;

Province means Government of British Columbia;

Qualified Code Official means any building official or plumbing official that meets the qualification requirements under section 11 of the *Building Act* and is acting within their specific scope(s) of practice set out in Tables 1 and 2 of the *Building Act* General Regulation;

Statutory Officer means the CAO, Corporate Officer, or CFO statutory officer positions established under the *Community Charter*;

Street means a “Highway” as defined in the *Community Charter*;

VCH means the Vancouver Coastal Health Authority;

Witnessing Officer means a person before whom an affidavit may be taken or made under sub-section 42(3) of the *Land Title Act*, but does not include a registrar.

SCHEDULE B

Table 1: Administration of the City

Column A	Column B	Column C
Power, Duty, or Function	Delegate(s)	Terms and Conditions
All necessary power to do anything incidental or conducive to support the exercise or performance of Council's powers, duties, and functions	CAO	<i>Community Charter</i> , section 114.
Authority to approve edits to Council policy that do not affect substantive content	CAO	Only edits that do not affect substantive content are allowed, including but not limited to, changing formatting, implementing gender neutral language, and updating out-of-date web links and maps.
Authority to execute or sign all documents on behalf of the City	Mayor; Corporate Officer	<i>Land Title Act</i> , section 44; any Instrument must have at least one of the signatures witnessed by a Witnessing Officer.
Administration of Council reconsideration of delegates' decisions	Corporate Officer	<i>Community Charter</i> , section 156.
Meet the requirements for public notice	Corporate Officer	<i>Local Government Act</i> , section 50; <i>Community Charter</i> , sections 94, 94.1, 94.2.
Designation of Financial Officer under section 149 of the <i>Community Charter</i>	CFO	<i>Community Charter</i> , section 149.

Table 2: Animals

Column A	Column B	Column C
Power, Duty, or Function	Delegate(s)	Terms and Conditions
Administration and enforcement of the regulation of animals; animal control	Bylaw Enforcement Officer	Dog Tax and Regulation Bylaw.
Dog licensing	Cashier/Accounting Clerk	Dog Tax and Regulation Bylaw.

Table 3: Business

Column A	Column B	Column C
Power, Duty, or Function	Delegate(s)	Terms and Conditions
Business licensing	Manager, Economic Development; Manager, Business Services; Licence Inspector	Business Licence Bylaw; <i>Community Charter</i> , sections 8(6), 15, 60, and 156; those subject to business licensing decisions have a right to Council reconsideration.
Inspection of liquor licensed establishments	Licence Inspector	Business Licence Bylaw; <i>Liquor Control and Licensing Act</i> .
Authority to designate an event as municipally significant for the purposes of the provincial Special Event Liquor Permit Policy	Manager, Economic Development	BC Special Event Liquor Permit Policy and Manual; Liquor Control and Licensing Regulation; Special Event Liquor Licensing Policy.
Business licensing for child care facilities in a residential zone for 12 or fewer children that are not referred to Council	Manager, Economic Development	Business Licence Bylaw, section 509; applicants must first apply to VCH.
Approval of neighbourhood consultation plans for child care facility business licence applications referred by Council to a public meeting	Director, Planning	Business Licence Bylaw, section 509(4).
Inspection of business improvement area services' finances	CFO	Lower Lonsdale Business Improvement Area Service Bylaw.

Table 4: Bylaw Enforcement

Column A	Column B	Column C
Power, Duty, or Function	Delegate(s)	Terms and Conditions
Enforcement of the City's bylaws; issuing bylaw notices	Bylaw Enforcement Officer; Employees designated in City bylaws to enforce specific bylaws	Bylaw Notice Enforcement Bylaw; <i>Local Government Bylaw Notice Enforcement Act</i> ; the right of access/entry is subject to <i>Community Charter</i> , section 16.

Column A	Column B	Column C
Power, Duty, or Function	Delegate(s)	Terms and Conditions
Enforcement of City's bylaws by means of issuing ticket notices	Employees designated in the Ticket Information Utilization Bylaw to enforce specific bylaws	Ticket Information Utilization Bylaw; <i>Community Charter</i> , sections 264 and 266.
Execution of compliance agreements under the <i>Local Government Bylaw Notice Enforcement Act</i> ;	Manager, Bylaw Services; Bylaw Enforcement Supervisor; Bylaw Ticket Screening Clerk; Bylaw Enforcement Officer; the immediate Manager of a division or department whose staff are authorized to issue bylaw notices	Bylaw Notice Enforcement Bylaw; <i>Local Government Bylaw Notice Enforcement Act</i> .
Cancelling of bylaw notices	Manager, Bylaw Services; Bylaw Enforcement Supervisor; Bylaw Ticket Screening Clerk; Bylaw Enforcement Officer; the immediate Manager of a division or department whose staff are authorized to issue bylaw notices	Bylaw Notice Enforcement Bylaw; <i>Local Government Bylaw Notice Enforcement Act</i> .

Table 5: Elections

Column A	Column B	Column C
Power, Duty, or Function	Delegate(s)	Terms and Conditions
Election Administration	Chief Election Officer	Automated Vote Counting System Authorization and Procedure Bylaw; Election Sign Bylaw; Local Election Bylaw; <i>Local Government Act</i> .

Table 6: Fire Safety

Column A	Column B	Column C
Power, Duty, or Function	Delegate(s)	Terms and Conditions
Fire prevention; emergency response; enforcement of fire-related enactments;	Fire Department	Fire Bylaw; <i>Fire Safety Act</i> .

Column A	Column B	Column C
Power, Duty, or Function	Delegate(s)	Terms and Conditions
approval of Fire Department lock boxes		
Supervision, management, and control over the Fire department; administering the regulation of enhancement systems and fire alarms; taking all measures necessary for firefighting or fire prevention	Fire Chief	Fire Bylaw; <i>Fire Safety Act</i> .
Authority to exercise any of the powers given to the Fire Chief or Fire Inspector under the <i>Fire Safety Act</i> ; authority to conduct fire safety inspections	Fire Chief; Fire Inspector	Fire Bylaw, sections 4.3 and 5.1; <i>Fire Safety Act</i> ; <i>Community Charter</i> , section 66; both the Fire Chief and Fire Inspector are authorized to exercise each others' statutory powers.
Issuance of permits to sell or discharge fireworks	Fire Chief	Fireworks Regulation Bylaw.
Revocation of permits to sell or discharge fireworks	Members of the Fire Department	Fireworks Regulation Bylaw.
Seizure of fireworks or animal deterring explosives that contravene the Fireworks Regulation Bylaw	Members of the Fire Department	Fireworks Regulation Bylaw.
Approval of in-building emergency responder communications enhancement systems	Deputy Fire Chief, Prevention and Public Safety	Radio Amplification Bylaw, section 601.

Table 7: Hydronic Energy Service

Column A	Column B	Column C
Power, Duty, or Function	Delegate(s)	Terms and Conditions
Direction, management, implementation, and maintenance of the City's hydronic energy service	Lonsdale Energy Corporation	Hydronic Energy Service Bylaw.
Withholding of hydronic services	CFO	Hydronic Energy Service Bylaw, section 5.

Table 8: Nuisances

Column A	Column B	Column C
Power, Duty, or Function	Delegate(s)	Terms and Conditions
Administration of fees for repeat nuisance service calls	Bylaw Enforcement Officer; Building Inspector	Rental Premises Standards of Maintenance and Prevention of Nuisances Bylaw.
Administration and enforcement of the Rental Premises Standards of Maintenance and Prevention of Nuisances Bylaw	Qualified Code Official; Bylaw Enforcement Officer; Building Inspector	Rental Premises Standards of Maintenance and Prevention of Nuisances Bylaw.
Administration and Enforcement of the Nuisance Abatement Bylaw; issuance of orders to comply	Qualified Code Official; Bylaw Enforcement Officer	Nuisance Abatement Bylaw, those subject to an order to comply have a right to Council reconsideration.

Table 9: Planning, Development, Buildings, and Signs

Column A	Column B	Column C
Power, Duty, or Function	Delegate(s)	Terms and Conditions
Administration and enforcement of the Zoning Bylaw	Director, Planning	Zoning Bylaw.
Issuance of development permits	Director, Planning	Development Procedures Bylaw; <i>Local Government Act</i> , sections 490 and 491, applicant has a right to Council reconsideration.
Issuance of minor development variance permits	Director, Planning	Development Procedures Bylaw Schedule B; <i>Local Government Act</i> , section 498.1, applicant has a right to Council reconsideration.
Approving authority under section 242 of the <i>Strata Property Act</i>	Director, Planning	Development Procedures Bylaw; they can only approve applications to convert previously occupied buildings with fewer than three units to strata title.
Authority to require security as a condition of a land use permit	Director, Planning	Development Procedures Bylaw; they may require what is listed under sub-section

Column A	Column B	Column C
Power, Duty, or Function	Delegate(s)	Terms and Conditions
		6(c); <i>Local Government Act</i> , section 502.
Heritage conservation	Director, Planning; Chief Building Official	Heritage Conservation Procedures Bylaw, a person affected by a decision under this bylaw may appeal to Council. Decisions are subject to review by Ombudsperson under the <i>Local Government Act</i> , section 591.
Authority to exempt registered heritage structures from amenity share requirements	Director, Planning	Zoning Bylaw; the exemption must support conservation or legal protection.
Setting of building grades; determination of the lot line, front; approval of alternate driveway widths and crossings notwithstanding the rest of the bylaw; approval of steep driveways being made to include adjoining boulevards, approval of laneway parking spaces, approval of visitor stalls provided in the form of laneway stalls	Director, Development	Zoning Bylaw; <i>Local Government Act</i> ; building grades prevail over land surveyors in any conflict.
Approval of subdivision plans	Approving Officer	Subdivision and Development Control Bylaw; <i>Local Government Act</i> ; <i>Land Title Act</i> .
Approval of on-site landscape plans and drainage systems for subdivision and building permit applications	General Manager, ITP; Chief Building Official	Subdivision and Development Control Bylaw; subject to review by the advisory design panel.
Authority to waive works and services provisions of the Subdivision and Development Control Bylaw	Approving Officer	Subdivision and Development Control Bylaw; the authority to waive works and services provisions must be waived if conditions in section 302 have been met.

Column A	Column B	Column C
Power, Duty, or Function	Delegate(s)	Terms and Conditions
Administration and enforcement of Subdivision and Development Control Bylaw	Director, Development; Manager, Development Services	Subdivision and Development Control Bylaw.
Administration of deviation to Subdivision and Development Control bylaw	Director, Development	Subdivision and Development Control Bylaw.
Entering into and administration of works and services agreements	Director, Development; City Solicitor	Subdivision and Development Control Bylaw.
Administration and enforcement of the Construction Regulation Bylaw	Chief Building Official	Construction Regulation Bylaw.
Issuance of permits relating to building, plumbing, gas, electricity, and other works	Chief Building Official	Construction Regulation Bylaw.
Issuance of stop work orders	Chief Building Official	Construction Regulation Bylaw.
Determination of fees for building permits	Chief Building Official	Fees and Charges Bylaw Schedule D; Subdivision and Development Control Bylaw; Construction Regulation Bylaw.
Issuance of partial permits for construction	Qualified Code Official	Construction Regulation Bylaw.
Issuance of occupancy permits (certificates of occupancy)	Qualified Code Official	Construction Regulation Bylaw; Radio Amplification Bylaw.
Authority to require security deposits for work involving the disturbance of soil	Chief Building Official	Stream and Drainage System Protection Bylaw Appendix 3.
Approval of the building of awning and canopy signs below the prescribed minimum projections	General Manager, ITP	Sign Bylaw; minimum projections can be reduced only if there are obstructions or potential hazards that would make the minimum standards unfeasible.
Approval and revocation of sign permits; enforcement of the Sign Bylaw	Qualified Code Official	Sign Bylaw; those subject to the delegate's decision have a right to Council reconsideration.

Table 10: Public Health

Column A	Column B	Column C
Power, Duty, or Function	Delegate(s)	Terms and Conditions
Administering and enforcing health-related bylaw provisions	Medical Health Officer; Environmental Health Officer	North Vancouver Cemetery Bylaw; Real Property Regulation Bylaw.
Administration and enforcement of the Noise Control Bylaw	Bylaw Enforcement Officer; Medical Health Officer; Environmental Health Officer	Noise Control Bylaw.
Issuance of pesticide permits	Manager, Parks & Natural Spaces	Cosmetic Pesticide Use Control Bylaw; <i>Integrated Pest Management Act</i> ; Integrated Pest Management Act Regulation.
Enforcement of marina health standards	Medical Health Officer; Environmental Health Officer	Zoning Bylaw.
Administration and enforcement of health and safety standards to prevent rodent infestations	Medical Health Officer; Environmental Health Officer	Rodent Control Bylaw.
Inspection of properties regarding compliance with the Properties Involving Controlled Substances Bylaw	Bylaw Enforcement Officer; Fire Department Member; Medical Health Officer; Environmental Health Officer; Qualified Code Official	Properties Involving Controlled Substances Bylaw; section 5.1 outlines constraints regarding how they may use this right of entry.

Table 11: Public Places

Column A	Column B	Column C
Power, Duty, or Function	Delegate(s)	Terms and Conditions
Park and outdoor recreation planning, design, construction, operation, and maintenance; park regulation; commemorative installations; approval of commemorative permits; setting of park hours; removal of bylaw violations from parks, roadways, and paths; post traffic and parking signs;	Director, Parks & Public Spaces	Parks Regulation Bylaw; park hours may only be set if they are not fixed by the Director of Recreation and Culture.

Column A	Column B	Column C
Power, Duty, or Function	Delegate(s)	Terms and Conditions
Authority to enter parks when they are closed	City employee; NVRCC employee	Parks Regulation Bylaw; they may only enter in the performance of their duties.
Direction of the posting of signs setting the boundaries of and hours during which liquor may be consumed in public places	Director, Parks & Public Spaces	Consumption of Liquor in Public Places Bylaw.
Maintenance and management of cemetery; direction of people within the cemetery; performance of interments	Director, Parks & Public Spaces	North Vancouver Cemetery Bylaw; <i>Cremation, Interment, and Funeral Services Act.</i>
Administration and enforcement of the Wharf Regulation Bylaw	Manager, The Shipyards and Waterfront	Wharf Regulation Bylaw.

Table 12: Public Safety

Column A	Column B	Column C
Power, Duty, or Function	Delegate(s)	Terms and Conditions
Authority to confiscate devices that are contrary to the Slingshots and Dangerous Devices Bylaw	Bylaw Enforcement Officer	Slingshots and Dangerous Devices Bylaw.

Table 13: Recreation, Culture, & Events

Column A	Column B	Column C
Power, Duty, or Function	Delegate(s)	Terms and Conditions
Deliverance of indoor recreation and arts services in the City	NVRCC	North Vancouver Recreation and Culture Commission Delegation Bylaw.
Giving direction to the Director of Recreation and Culture	CAO	North Vancouver Recreation and Culture Commission Delegation Bylaw.
Supervision and management of the operation of the recreation and arts services within the general mandate given to the NVRCC	Director of Recreation and Culture	North Vancouver Recreation and Culture Commission Delegation Bylaw; powers, duties, and functions are subject to section 12 and Schedule A.

Column A	Column B	Column C
Power, Duty, or Function	Delegate(s)	Terms and Conditions
Programming of and approving applications for events and activities in programmable public spaces	Director, Parks and Public Spaces	Parks Regulation Bylaw.
Direction of the administration of the City's public art program	CAO	North Vancouver Recreation and Culture Commission Delegation Bylaw.
Granting consent for the NVRCC to incur liabilities or debt, or to grant indemnities or releases	CFO of the City in conjunction with the Chief Financial Officer of the District	NVRCC Delegation Bylaw, section 8, subject to section 12(g) restrictions.

Table 14: Solid Waste Management

Column A	Column B	Column C
Power, Duty, or Function	Delegate(s)	Terms and Conditions
Administration of solid waste management services; approval of the type and location of solid waste receptacles	General Manager, ITP	Solid Waste Management Service Bylaw; by default, garbage collection is provided for properties with nine units or less; service may or may not be provided due to operational reasons; for properties with more than nine units, service may be provided if they deem it to be operationally feasible and cost effective.

Table 15: Streets

Column A	Column B	Column C
Power, Duty, or Function	Delegate(s)	Terms and Conditions
Administration and enforcement of the regulation of streets and traffic	General Manager, ITP	Street and Traffic Bylaw; the authorization of specific positions is subject to part 14 and Schedule D.
Closing of streets	Director, Transportation; Fire Chief	Street and Traffic Bylaw; the Fire Chief may only close roads when responding to an emergency.

Column A	Column B	Column C
Power, Duty, or Function	Delegate(s)	Terms and Conditions
Authority to sign agreements with shared vehicle organizations to exempt their vehicles from parking meter rates	General Manager, ITP	Street and Traffic Bylaw.
Approval of street signs, street decorations, and public notices on streets; establishment of the grade of elevation for ground adjacent to or below a sign	General Manager, ITP	Sign Bylaw; Street and Traffic Bylaw.
Approval of traffic management plans for child care facilities	Director, Transportation	Business Licence Bylaw.

Table 16: Trees

Column A	Column B	Column C
Power, Duty, or Function	Delegate(s)	Terms and Conditions
Issuance of permits to cut or remove trees; authority over trees that pose a safety risk on private land	Director, Planning	Tree Bylaw (private property only); <i>Community Charter</i> , sections 50 and 51; individuals subject to tree permitting decisions have a right to Council reconsideration.

Table 17: Water

Column A	Column B	Column C
Power, Duty, or Function	Delegate(s)	Terms and Conditions
Management and control of all design, construction, operation, and maintenance of the City waterworks system; management and control of distribution of water within the City and to certain areas outside the City; approval of applications for water service	Director, Infrastructure Management	Water Utility Bylaw.

Column A	Column B	Column C
Power, Duty, or Function	Delegate(s)	Terms and Conditions
Issuance and revocation of lawn watering permits	Director, Infrastructure Management	Drinking Water Conservation Plan Bylaw.
Approval of water management plans	Director, Infrastructure Management	Drinking Water Conservation Plan Bylaw.
Reduction or curtailing of less essential water services	Director, Infrastructure Management	Drinking Water Conservation Plan Bylaw.
Authority over financial matters concerning sewerage, drainage, and water utility; rating of all premises	CFO	Sewerage and Drainage Utility Bylaw; Water Utility Bylaw.
Making requirements for the installation of backflow prevention assemblies	Qualified Code Official	Water Utility Bylaw.
Approval of private plumbing systems prior to turning on the water service pipe	Qualified Code Official	Water Utility Bylaw.
Approval of the location, installation, decommission, and colour coding of fire hydrants	Director, Infrastructure Management; Fire Chief	Fire Bylaw.
Acceptance of the installation of water supply systems	Director, Infrastructure Management	Fire Bylaw.
Approval of applications to establish and sever sanitary and storm drainage services	Director, Infrastructure Management	Sewerage and Drainage Utility Bylaw.
Authority over the installation, use, and maintenance of private service pipes	Director, Infrastructure Management	Sewerage and Drainage Utility Bylaw.
Allowing exceptions to the rule that every building must be connected to the storm drainage system	Director, Infrastructure Management	Sewerage and Drainage Utility Bylaw.
Enforcement of flood construction levels	Director, Development	Sewerage and Drainage Utility Bylaw.
Authority to require owners to enter into covenants regarding flood construction levels	Director, Development	Sewerage and Drainage Utility Bylaw; <i>Land Title Act</i> , section 219.
Enforcement of the prevention of discharge of	Director, Infrastructure Management	Stream and Drainage System Protection Bylaw; the Province establishes what is

Column A	Column B	Column C
Power, Duty, or Function	Delegate(s)	Terms and Conditions
prohibited substances into the drainage system		prohibited; offences are reported to the Province.
Suspension of construction work that is suspected to cause a prohibited substance to enter the drainage system	Qualified Code Official	Stream and Drainage System Protection Bylaw, section 8.2.
Authority to require erosion and sediment control (ESC) plans	General Manager, ITP	Stream and Drainage System Protection Bylaw, section 7.
Approval of flat rate sewer charges	CFO	Fees and Charges Bylaw, Schedule J; users who return less than 40% of their purchased water to the sanitary sewer system can apply.

- (1) Unless otherwise indicated, if a list of delegates is provided in Column B, each person or title listed has been separately delegated the power, duty, or function listed in Column A.
- (2) If the Chief of Police or a Peace Officer is authorized or been given a power, duty, or function by another bylaw, enactment, or direction of Council, this bylaw does not alter or otherwise amend such power, duty, or function, notwithstanding that Column B may not identify the Chief of Police or a Peace Officer.
- (3) A Bylaw Enforcement Officer has the general power to enforce City bylaws, unless otherwise provided in the subject bylaw, *Community Charter*, or other enactment. As such, notwithstanding that Column B may not identify a Bylaw Enforcement Officer, a Bylaw Enforcement Officer still has the power to enforce City Bylaws, unless otherwise provided in the subject bylaw, *Community Charter*, or other enactment.
- (4) If the delegate set out in Column B, or the terms and conditions set out in Column C, are in direct conflict with a prior City Bylaw, then the prior City bylaw takes precedence. If, however, this bylaw adds delegates in Column B, or terms and conditions in Column C, not otherwise found in a prior City bylaw, this is not a direct conflict, and such additions are otherwise enforceable.

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THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 9158

A Bylaw to provide for the manner of appointment, the assignment of powers, duties, and functions, and indemnification of the Officers of The Corporation of the City of North Vancouver

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

1. This Bylaw shall be known and cited for all purposes as “**Officers Bylaw, 2026, No. 9158**”.
2. Pursuant to section 146 of the *Community Charter*, as amended, the following positions are designated as statutory officers (the “Officers”) of The Corporation of the City of North Vancouver (the “City”):
 - A. Chief Administrative Officer;
 - B. Corporate Officer (also known as the City Clerk); and
 - C. Chief Financial Officer (also known as the Director of Finance).
3. In addition to any other powers, duties, and functions assigned by Council, or required or permitted by the *Community Charter* or any other enactment, the Chief Administrative Officer shall be responsible for the chief administrative functions of the City, as set out in Section 147 of the *Community Charter*, as amended, and unless limited by the *Community Charter* or other enactment, shall be under the supervision of Council to, without limitation:
 - A. supervise, coordinate and administer the affairs of the City;
 - B. put into effect and carry out the policies and directives of Council;
 - C. advise Council on matters within the control and purview of Council;
 - D. designate those persons responsible for departments of the City (the “Department Heads”);
 - E. recruit, manage, discipline, oversee, and terminate the Department Heads and other employees of the City, except for the Chief Administrative Officer, or the termination of Officers;
 - F. prepare with Department Heads estimates of revenue and expenditures annually, or as required by Council, and submit them to Council for consideration, or as otherwise may be directed by Council;
 - G. direct the establishment of effective internal controls to safeguard municipal assets under the control of Council and the adequate provision of insurance, protection, and defence against claims, including settlement of claims;
 - H. amend any City template documents, so long as such amendments do not affect substantive content of such documents;

- I. review and approve appropriation lists for capital expenditures for new equipment and/or the replacement of existing equipment;
 - J. report to Council any material changes in the statutory responsibilities or organizational changes in respect of the Officers or Department Heads;
 - K. provide input and assistance into collective bargaining, contract interpretation, and wage/salary administration;
 - L. serve and represent the City on civic committees, commissions, boards, or other forums appointed by Council or that are within the discretion of the position to establish;
 - M. establish, promote, and maintain contact and liaison with municipal, senior government and business officials and representatives and the general public; and
 - N. carry out any other duties prescribed by bylaw or resolution of Council.
4. For the purposes of the *Freedom of Information and Protection of Privacy Act, RSBC 1996 c. 165*, as amended or replaced, the Chief Administrative Officer is the head of the public body.
 5. In addition to any other powers, duties, and functions assigned by Council, or required or permitted by the *Community Charter* or any other enactment, the Corporate Officer shall be responsible for the corporate administration functions of the City, as set out in Section 148 of the *Community Charter*, as amended.
 6. In addition to any other powers, duties, and functions assigned by Council, or required or permitted by the *Community Charter* or any other enactment, the Chief Financial Officer shall be responsible for the financial administration functions of the City, as set out in Section 149 of the *Community Charter*, as amended.
 7. In the event of a conflict, in terms of any powers, duties, and functions between any of the Officers, unless otherwise directed by Council or provided for in the *Community Charter* or other enactment, the Chief Administrative Officer shall make the final determination regarding the specific power, duty, or function in conflict.
 8. Each Officer shall faithfully perform the duties of the office which that person holds and shall, in addition to any duties which may be assigned by enactment, perform all other duties required by the bylaws, resolutions or directions of Council that are not inconsistent with their statutory duties.
 9. If, for any reason, one or more provisions of this bylaw are found to be invalid, illegal, or unenforceable by a court of competent jurisdiction, the remaining provisions will not be affected and will continue in full force and effect.

10. "Officers and Officials Bylaw, 2013, No. 8322" and all amendments are repealed.

READ a first time on the 9th day of March, 2026.

READ a second time on the 9th day of March, 2026.

READ a third time on the 9th day of March, 2026.

ADOPTED on the <> day of <>, 2026.

MAYOR

CORPORATE OFFICER

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CNV Health Innovation District

Building a Centre of Excellence in the
Healthiest Small City in the World

Presented to City of North Vancouver-
Osprey Point Consulting
MARCH 30 2026





Value Proposition

- The City of North Vancouver has a unique and **unprecedented opportunity** to establish a Health Innovation District that advances **health outcomes, economic prosperity, and community well-being** for residents of the North Shore and beyond;
- Independent studies confirm its feasibility, competitive advantage, **opportunity for impact and long-term value.**

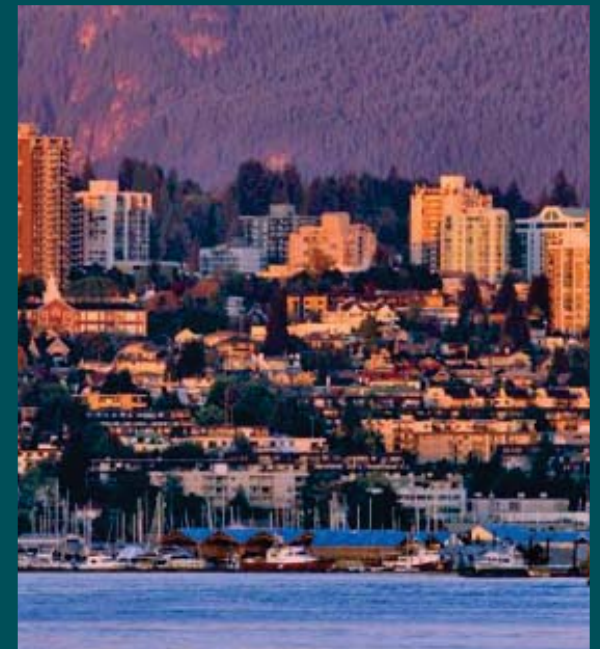
What we know...

Discovery HIGHLIGHTS.



Phase I – Situational Analysis & Consulting Reviews 2019-2025

- ▶▶ Competitive Strengths
- ▶▶ Challenges and Constraints
- ▶▶ Key Opportunities
- ▶▶ Recommendations



Situational Analysis



STRENGTHS

- **Central Lonsdale:**
 - A concentrated and growing cluster
- **Lions Gate Hospital Campus:**
 - A Centre of Excellence and Teaching
- **City & Provincial Advantages:**
 - Strength in Life Sciences.
- **Healthy Community:**
 - Health is a key priority
- **Economic Anchor:**
 - Attractive values & setting



CONSTRAINTS

- Biotechnology Infrastructure
- Regional Housing & Transportation
- Regional Affordability
- Public-Private Collaboration
- Health System - Acute Focus
- Aging Demographic

Analysis Con't



OPPORTUNITIES

- Economic and Cluster **ASSETS**
- **Attract** Health and Talent
- **ENGAGE** Community & Partners
- **Translational Innovation** and Industry Alignment
- **Transformative** Partnerships



RECOMMENDATIONS

- **Vision & Leadership:** Bold vision with focus on collaboration & innovation.
- **Governance & Partnerships:** Clear governance and formal partnerships.
- **Innovation Enablement:** setting a HUB, programs, and delivery support.
- **Planning & Model:** Shared partnerships and spaces with broad connectivity.
- **Economic Growth:** Leverage talent, attract investment, create jobs

Phase II – Key Stakeholder Inputs & Opportunities

- ▶▶ Key Success Factors
- ▶▶ Areas of Focus
- ▶▶ Inputs & Opportunities





Key Success Factors

- Digital Momentum: **Key Partners** are strategically motivated to enable digital and community-based clinical innovation models.
- Clear and Differentiated **Health Innovation Focus**: A focused strategy centered on healthy living, prevention, rehabilitation, aging, and digital care.
- Strong **Ecosystem Alignment**: High alignment across healthcare, government, academia, and industry partners.
- **Lifestyle, Talent, and Values-Based Attraction**: Quality of Life attracts values-driven clinicians and innovators.



Areas of FOCUS:

- Healthy Living and Aging
- Prevention
- Recreation and Rehabilitation
- Digital Health

Focus is a strategic advantage

OPPORTUNITIES

Create a Centre of Excellence in Healthy LIVING and Aging, Prevention, Recreation and Rehabilitation and Digital Health.

- Establish a focused **Innovation HUB** to advance community prevention, recreation & rehabilitation, and tech enabled digital health solutions, including AI, wearables, remote monitoring, and supportive aging-in-place.
- Enable **Teaching, Talent and Translational Research**, and **Clinical Trials** Expansion: Building academic and Industry partnerships to expand teaching, applied research, and clinical trials.
- Leverage **Economic Development** and **Investment Attraction**: Optimize current land use, engage with provincial and federal strategies to attract investment, research funding, and innovation partners.

Phase III

THE Opportunity Ahead...

the POTENTIAL.



The City's KEY Differentiator

Ranked among Canada's most desirable places, CNV brings together a strong regional hospital, aligned partners, access to talent, an aging yet active population, and exceptional quality of life, creating **a rare and powerful convergence.**

Integration beats scale.



The Vision

To become a globally recognized Health Innovation District, anchored by Lions Gate Hospital Campus, where collaboration drives innovation that transforms health outcomes, strengthens communities, and generates lasting economic and societal value



Lions Gate hospital – Paul Meyers Tower



Harry Jerome Community Recreation Centre



Silver Harbor Seniors Center



The Health Innovation District

To **engage** an **integrated ecosystem** that connects community, health systems, research, academia, innovation, commercialization, and industry partners to **deliver better health outcomes**, improve **healthy community** living, create long-term **system sustainability**, and generate **economic prosperity** for the City, the Region, and beyond.

Our PURPOSE



Focused on Digital Health Innovation



The CNV **Health Innovation District** ecosystem will **accelerate** the development and adoption of **clinical research, advanced practice models, digital health technologies**, to improve community and population health, enhance healthy living, integrate technologies to support aging-in-place solutions that **strengthen quality of life** and **ensure long term economic prosperity** and protect **health system resilience**.

Measured outcomes matter.

CNV Health Innovation District - Areas of Impact



Health

Translating research into care. Community integration.



People

Invest in future talents and skills. Enable health.



Education

Real-world training. Future-ready leaders.



Business

Access to talent, testbeds, and new markets.



Innovation

Supportive ecosystem. Design, develop, deployment, and impact.



City

Economic Development, Community Building, Healthy Living & Well-being

Implementation Plan

Next STEPS.





Health Innovation District is:

- City-led
- Clinically anchored
- Community-centered
- Partnership driven
- Designed to strengthen public healthcare

Implementation HIGHLIGHTS.

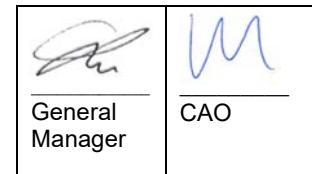
NEXT Steps...

- Formalize Partnerships
- Convene Leadership Coalition
- Establish Operating MODEL
- Define Innovation HUB Model
- Confirm Priorities & Milestones
- Secure Long-Term Business Plan

Implementation HIGHLIGHTS.



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The Corporation of **THE CITY OF NORTH VANCOUVER**
FINANCE & ECONOMIC DEVELOPMENT DEPARTMENT

REPORT

To: Mayor Linda Buchanan and Members of Council

From: Vito Grammatico, Manager, Economic Development

Subject: HEALTH INNOVATION DISTRICT – EARLY PROGRESS AND NEXT STEPS

Date: March 11, 2026 File No: 13-6750-20-0008/1

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

RECOMMENDATION

PURSUANT to the report of the Manager, Economic Development, dated March 11, 2026, entitled “Health Innovation District – Early Progress and Next Steps”:

THAT Council direct staff to finalize a Stakeholder Roundtable Terms of Reference for the Health Innovation District, and enter into Memoranda of Understanding with the Stakeholder Roundtable members;

AND THAT Council direct staff to provide an update on the development progress of the Stakeholder Roundtable in the fall of 2026.

SUMMARY

This report outlines the work to date and next steps to advance the establishment and growth of a Health Innovation District within the City of North Vancouver.

BACKGROUND

CNV’s Economic Strategy includes the following as Tactic 1.5: “Pursue the growth of the health economy that increases quality jobs and attracts innovative companies. Leverage existing health assets, centered on Lions Gate Hospital, to pursue opportunities associated with the development of a Health and Bio-Sciences cluster.”

Council’s 2022-2026 Strategic Plan also includes the initiative to “Explore and foster the growth of a health economic hub in Central Lonsdale”.

Since the adoption of Council’s 2022-2026 Strategic Plan in 2023 and the Economic Strategy in 2024, staff have completed two additional phases of work to further advance this initiative, focusing on identifying targeted opportunities to support the sustainability and growth of a Health and Biosciences cluster within the city.

Phase One involved a Reverse Site Selection Analysis benchmarking CNV against comparable Canadian and American municipalities across key factors, including access to markets, talent, partners, and business environment. This work identified sub-sectors where CNV could foster growth, including clinical research organizations, digital health, medical device development, sport medicine, and incubators and accelerators, and recommended further study to examine the associated opportunities and challenges. Phase Two advanced this analysis by summarizing CNV’s distinguishing strengths and assets, and identifying opportunities and challenges for priority sub-sectors within the Health and Biosciences sector.

The above two phases of work demonstrated that exploring the formation of a Health Innovation District is essential to advancing the Health and Biosciences sector. CNV has an opportunity to build a collaborative ecosystem that advances innovation in health, science, technology and social wellbeing. With key assets in central Lonsdale anchored by Lions Gate Hospital, CNV is well positioned to support leading research, clinical excellence, and industry innovation. By working with stakeholders, businesses and the community, CNV can create an environment where research, care and creativity drive positive health and economic outcomes.

The vision is to be a globally recognized Health Innovation District, anchored by Lions Gate Hospital, where collaboration drives innovation that transforms health outcomes, strengthens communities, and generates lasting economic and societal value. The district’s mission is to bring together healthcare, research, industry, education, and the community to accelerate solutions that advance health outcomes, enable healthy living and aging-in-place, and strengthen system resilience and prosperity.

DISCUSSION

CNV’s key differentiator has been identified as integration rather than scale. Ranked among Canada’s most desirable places to live and work, CNV brings together a strong regional hospital, aligned institutional partners, access to talent, an active and aging population, and an exceptional quality of life, a convergence that larger centres cannot easily replicate.

A plan for the establishment of a Health Innovation District is currently in development, with support from Osprey Point Consulting. The work will be undertaken collaboratively with staff and key stakeholders to prepare a plan that outlines the enabling conditions required to advance and promote this emerging district, along with action plans to create these enabling conditions.

Establishing a clear partnership framework with key institutions and stakeholders will be an important next step in advancing the Health Innovation District. This will include the formation of a Stakeholder Roundtable, supported by Terms of Reference, to facilitate

coordination and collaboration, as well as Memoranda of Understanding that may address matters including, but not limited to:

- intention to collaborate in advancing the implementation of the District;
- participation in advisory or governance structures;
- confidentiality provisions;
- input into strategic focus areas and sector priorities;
- early involvement in pilot programs and demonstration projects;
- collaboration in the design and activation of shared innovation spaces; and
- recognition as a founding contributor to the District’s launch.

This framework will support coordinated leadership, alignment of priorities, and a structured approach to advancing research, innovation, and economic development opportunities within the district.

Advancing a Health Innovation District will require a coordinated, “in-step” approach with key institutional and industry partners. While the City can play an important convening and enabling role, the long-term success of the district will depend on active participation and alignment among healthcare providers, research institutions, educational partners, private sector innovators, and other stakeholders. The work underway is therefore focused on establishing a shared vision and collaborative structure that enables partners to advance initiatives together as opportunities emerge.

FINANCIAL IMPLICATIONS

Funding for the current phase of work is being accommodated within the Economic Development operating budget and a Council approved Health Cluster Development project budget of \$177,000. Grant funding from senior levels of government is also being pursued.

At this stage, the development of the Health Innovation District is focused on strategic planning, partnership development, and stakeholder coordination. Future phases of work, including implementation initiatives or partnership opportunities, may require additional resources or external funding. Any financial commitments or funding considerations will be brought forward to Council for consideration through future reports and Financial Plans, as appropriate.

INTER-DEPARTMENTAL IMPLICATIONS

Advancing the Health Innovation District will require ongoing collaboration across several City departments, including Economic Development, Communications, Infrastructure, Transportation and Parks, and Planning, Development and Real Estate.

As the initiative progresses, staff will work in coordination with internal departments to ensure alignment with land use planning, infrastructure planning, development opportunities, and broader city-building objectives. This integrated approach will support the identification of opportunities to leverage existing assets in Central Lonsdale and ensure that potential initiatives are considered in the context of and leverage broader municipal priorities and projects, including the Lonsdale Great Street initiative.

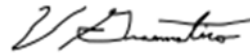
The “in-step” approach to advancing the Health Innovation District will also involve collaboration with external institutional partners and stakeholders, including health, research, education, and industry organizations including the Lonsdale Centre Business Improvement Area Society. Establishing clear communication channels and partnership structures will help ensure coordinated efforts as the initiative evolves.

STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS

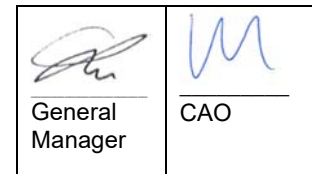
Advancing a Health Innovation District supports Council’s 2022–2026 Strategic Plan, which identifies Council’s vision to be the “The Healthiest Small City in the World” and fostering the growth of a Health Economic Hub as a key initiative.

The initiative also aligns with CNV’s Economic Strategy, specifically Tactic 1.5, which seeks to pursue the growth of the health economy by leveraging existing health assets centered around Lions Gate Hospital and attracting innovative companies and quality employment opportunities.

RESPECTFULLY SUBMITTED:



Vito Grammatico
Manager, Economic Development



The Corporation of **THE CITY OF NORTH VANCOUVER**
FINANCE & ECONOMIC DEVELOPMENT DEPARTMENT

REPORT

To: Mayor Linda Buchanan and Members of Council

From: Vito Grammatico, Manager, Economic Development

Subject: NORTH POINT BREWING CORP. – APPLICATION FOR CURBSIDE PATIO LIQUOR SERVICE AREA – PUBLIC CONSULTATION AND RECOMMENDATION

Date: March 11, 2026 File No: 09-4320-50-0002/2026

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

RECOMMENDATION

PURSUANT to the report of the Manager, Economic Development, dated March 11, 2026, entitled “North Point Brewing Corp. – Application for Curbside Patio Liquor Service Area – Public Consultation and Recommendation”:

THAT the application for a curbside patio liquor service area for North Point Brewing Corp., be supported, provided that the establishment first enter into a Good Neighbour Agreement with the City of North Vancouver;

AND THAT the Liquor and Cannabis Regulation Branch be informed of this resolution and recommendation that the application be approved on the basis that:

- The impact of noise on the community in the immediate vicinity of the establishment, in general, is expected to be minimal, if managed diligently;
- The proposed curbside patio liquor service area is consistent with the vision for the Shipyards Brewery District;
- The proposed curbside patio liquor service area will not result in business operations of a manner that is contrary to the primary purpose of the business; and
- The results of the public feedback conducted by City staff found a majority of respondents in support of the proposed curbside patio liquor service area.

ATTACHMENTS

1. North Point Brewing Corp. – Application for Curbside Patio Liquor Service Area – Council Report (CityDocs [2751546](#))

SUMMARY

North Point Brewing Corp. (“North Point Brewing”) has submitted an application to the Liquor and Cannabis Regulation Branch (“LCRB”) to add a curbside patio liquor service area to its Liquor Manufacturer licence. In accordance with the LCRB’s regulations, applications for a patio liquor service area must receive a response from the respective local government. Council reviewed the application on November 12, 2025 (**Attachment 1**) and directed staff to undertake a public consultation process to solicit feedback on the application.

Staff initiated a two-week public consultation period, which included direct mail notification to properties within the immediate vicinity of the establishment, defined as a 40-metre radius, consistent with the City’s radius for legislative public notifications. Site signage was also posted at the establishment to inform the public of the consultation process. Feedback received through the consultation process was primarily supportive of the application.

BACKGROUND

North Point Brewing holds a provincial Liquor Manufacturer licence as a craft brewery within the Shipyards Brewery District of the Lower Lonsdale neighbourhood. North Point Brewing has two patio liquor service areas: a sidewalk patio, which received CNV approval in November 2019, and the subject curbside patio, which has been operating under the LCRB’s provincial Temporary Expanded Service Area (“TESA”) program since 2020. The TESA program concluded at the end of 2024, with all associated authorizations expiring on December 31, 2024. North Point Brewing subsequently entered into an Outdoor Dining agreement with CNV for the continued use of the curbside patio space, which was finalized in September 2025. The business has now submitted an application to the LCRB seeking extended approval for the subject curbside patio to be endorsed as a liquor service area.

As part of the process to apply for an addition of a patio liquor service area to a liquor manufacturer licence, the LCRB has requested the City provide comment regarding this application. In an effort to gauge potential impacts to the community, Council directed staff to undertake a public consultation process to solicit written feedback for this application. The public consultation period was held for a total of two weeks. Staff reached out to the business operators, residents, and property owners (residential and commercial properties) that are situated within the immediate vicinity (40-meter radius) of the establishment via issuance of physical letters. A sign was also placed in front of the business throughout the public consultation period to invite public feedback.

DISCUSSION

Public Feedback

The City received a total of 75 responses during the public consultation period. Responses were received from both residents and business owners. One late response was received from a resident of Lower Lonsdale in support of the application. As this response was received after the public consultation period had concluded, it has not been included elsewhere in this report.

Overall, 93% of respondents (70 responses) expressed support for North Point Brewing’s application. Supportive responses frequently highlighted that the curbside patio liquor service area contributes positively to the character and sense of community within Lower Lonsdale and the Shipyards Brewery District. Respondents described the patio as a hub for the community to gather and cited the space as an enjoyable open-air alternative to indoor dining, particularly for families with children (5 mentions) and dog owners (14 mentions).

The remaining 7% of responses (5 responses) expressed opposition to the application. Staff reviewed the concerns raised within these responses and note that a single response may reference more than one issue. The most commonly cited concerns related to noise (4 mentions) and disturbances associated with patrons exiting the establishment (2 mentions).

Based on the information provided by respondents, 57 responses (76%) were submitted by individuals residing within the City, 12 responses (16%) were submitted by individuals residing outside the City, and 6 responses (8%) did not include an address.

A breakdown of responses received through the public consultation process is provided in Table 1 below.

Table 1: Public Consultation Responses

	Total Respondents	In Support	Opposed
Total No. of Respondents	75	70 (93%)	5 (7%)
In Immediate Vicinity (40 m radius)	6	2	4
In lower Lonsdale (excluding the immediate vicinity)	27	27	0
Outside of lower Lonsdale	24	23	1
Outside of the city	12	12	0
Without a Provided Address	6	6	0

Based on public response, the request from North Point Brewing to add a curbside patio liquor service area reflects the increasing popularity of the Shipyards Brewing District. The majority of feedback appreciated the contribution of breweries to the vibrancy and community of the City, and underscored the demand for outdoor gathering spaces that enrich the experience of a streetscape and the walkability of the City.

Noise was the most common aspect of feedback received in opposition to the application. Respondents cited hearing conversation and music carried from inside of the business echoing onto the street. The second most common aspect of feedback received was disturbances from patrons exiting the establishment, including noise and loitering.

Staff considered the balance between the majority of public consultation responses in support of the application and the concerns raised by those opposed. Based on this review, staff note that the addition of a curbside patio liquor service area is generally consistent with the intended character and activity envisioned for the Brewery District.

There are two proposed options for the City’s response to this application for a curbside patio liquor service area:

Option 1 – Recommended: The application for a curbside patio liquor service area for North Point Brewing, be supported, provided that the establishment first enter into a Good Neighbour Agreement with the City of North Vancouver.

Staff will also continue to monitor for complaints and compliance with the Good Neighbor Agreements.

Option 2 – Not Recommended: Recommend to the LCRB that the application be rejected at this time.

FINANCIAL IMPLICATIONS

There are no financial implications resulting from this report.

INTER-DEPARTMENTAL IMPLICATIONS

The Legislative Services, Communication & Engagement, and Bylaw Services divisions have been consulted on this application. There is no anticipated impact for other City Departments.

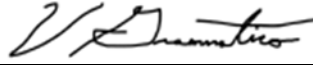
STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS

The North Point Brewing application aligns with Council’s 2022-2026 Strategic Plan priorities:

- A Prosperous City: Continue to explore opportunities to support local businesses.

It also aligns with the OCP’s goals to support the growth and innovation of existing businesses, enhance recreational and social opportunities in dense neighbourhoods, support mixed-use vitality along key corridors, and strengthen Central and Lower Lonsdale as regional centres for business and community activity.

RESPECTFULLY SUBMITTED:



Vito Grammatico
Manager, Economic Development

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, NOVEMBER 24, 2025

REPORT

10. North Point Brewing Corp. – Application for Curbside Patio Liquor Service Area
– File: 09-4320-50-0002/2025

Report: Manager, Economic Development, November 12, 2025

Moved by Councillor Girard, seconded by Councillor Valente

Councillor Girard left the meeting at 8:43 pm.

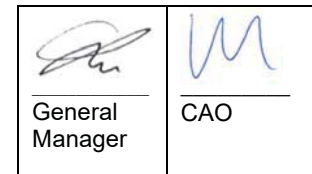
PURSUANT to the report of the Manager, Economic Development, dated November 12, 2025, entitled “North Point Brewing Corp. – Application for Curbside Patio Liquor Service Area”:

THAT the City of North Vancouver undertakes a public consultation process with respect to the application from North Point Brewing Corp., located at 266 East 1st Street, to add a curbside patio liquor service area;

AND THAT staff be directed to report back to Council with the results of the public consultation and seek direction for the application.

CARRIED UNANIMOUSLY
(by remaining members present)
R2025-11-24/10

Councillor Girard returned to the meeting at 8:46 pm.



The Corporation of **THE CITY OF NORTH VANCOUVER**
FINANCE & ECONOMIC DEVELOPMENT DEPARTMENT

REPORT

To: Mayor Linda Buchanan and Members of Council

From: Vito Grammatico, Manager, Economic Development

Subject: NORTH POINT BREWING CORP. – APPLICATION FOR CURBSIDE
PATIO LIQUOR SERVICE AREA

Date: November 12, 2025 File No: 09-4320-50-0002/2025

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

RECOMMENDATION

PURSUANT to the report of the Manager, Economic Development, dated November 12, 2025, entitled “North Point Brewing Corp. – Application for Curbside Patio Liquor Service Area”:

THAT the City of North Vancouver undertakes a public consultation process with respect to the application from North Point Brewing Corp. located at 266 East 1st Street to add a curbside patio liquor service area;

AND THAT staff be directed to report back to Council with the results of the public consultation and seek direction for the application.

ATTACHMENTS

1. Maps of local area with zoning indicated (CityDocs [2733016](#))
2. Current Licensed Manufacturers, Liquor Primaries and Clubs in the City (CityDocs [2736200](#))

SUMMARY

North Point Brewing Corp. (doing businesses as, “North Point Brewing”) has submitted an application with the Liquor and Cannabis Regulation Branch (“LCRB”) for a curbside patio liquor service area.

Current LCRB policy requests that CNV choose whether to opt in or opt out of conducting the public consultation process and providing comment for Liquor Manufacturer licence applications seeking approval for a patio liquor service area. Staff recommend that the CNV opt in to conducting the public consultation process. This report seeks direction from Mayor and Council on a response to this application.

BACKGROUND

North Point Brewing was established in December 2019 and operates under a provincial Liquor Manufacturer licence with endorsements for on-site sales and a lounge. The business is a craft brewery located within the Shipyards Brewery District in the lower Lonsdale neighbourhood. North Point Brewing has two patio liquor service areas: a sidewalk patio, which received CNV approval in November 2019, and the subject curbside patio, which has been operating under the LCRB's provincial Temporary Expanded Service Area ("TESA") program since 2020. The TESA program concluded at the end of 2024, with all associated authorizations expiring on December 31, 2024.

North Point Brewing subsequently entered into an Outdoor Dining agreement with CNV for the continued use of the curbside patio space, which was finalized in September 2025. The business has now submitted an application to the LCRB seeking approval for the subject curbside patio to be endorsed as a liquor service area.

DISCUSSION

The LCRB provides guidance to local governments on the factors to consider when reviewing applications for a patio liquor service area. Local governments receive an invitation to participate in providing a recommendation to the LCRB for an application. In the process of providing input, local governments are asked to highlight the potential impact of noise on nearby residents and the potential impacts on the community if the application is approved. The LCRB requires that nearby residents be consulted as part of the application process (either by the LCRB or the local government – further information below), typically by the posting of site signage to inform the public regarding an application. The standing LCRB Liquor Policy provides that local governments complete both the public consultation process (part 1), and provide input regarding the application (part 2) in order to participate in the decision-making process for an application.

As an alternative, the LCRB Liquor Policy also provides that local governments may instead choose to "opt out" of an application. This provides that the LCRB would complete the public consultation process. The LCRB would then render a decision and provide information regarding the result of the application to CNV. If Council chooses to opt in (as recommended by staff), staff will coordinate the placement of site signage by the applicant for public consultation. Staff will review the input received and prepare a report to Council with recommendations on how to proceed with the application, taking into account the feedback received, and to seek direction from Council.

1. Location of the Premises

North Point Brewing is located in the Lower Lonsdale neighbourhood, at 266 East 1st Street which is zoned as Industrial-Commercial (M-4; reference **Attachment 1**: Maps of local area with zoning indicated). The M-4 Zone spans across three and a half blocks on East Esplanade and east First street, and is centered around a cluster of Comprehensive Development zones, a residential zone, and two parks: Derek Inman Park (north-west) and Hamersley Park (north-east). The M-4 Zone is located within the Mixed Employment (“ME”) Land Use Designated area of lower Lonsdale.

In the surrounding vicinity, though outside the 40-metre radius, is the new North Shore Neighbourhood House Hub development currently under construction in the 200 block of East 1st Street, adjacent to the new Derek Inman Park. Anticipated for completion in 2028, this multi-use redevelopment will include rental housing, a new North Shore Neighbourhood House, a respite centre with overnight beds and adult day-care spaces, and a redesigned Derek Inman Park.

The establishment’s storefront, along with its sidewalk and curbside patios, faces directly onto East 1st Street. While there are no residential properties immediately adjacent to the business premises, located across the street approximately 33 metres from the subject patio is St. Andrews Place, a family oriented 15 unit apartment complex offering one and two bedroom units managed by the Metro Vancouver Housing Corporation. Also within a 40 metre radius, which is the threshold established by the Planning, Development & Real Estate Department for public consultation notifications, there are two residential buildings located to the rear of the establishment, containing 24 and 79 apartment units respectively. Surrounding uses include a variety of retailers, industrial and food manufacturers, real estate leasing, medical professional offices, a restaurant, personal goods and automobile repair services, a childcare service, and a caterer.

North Point Brewing is part of the Shipyards Brewery District, located in the lower Lonsdale neighbourhood, The lower Lonsdale area is characterized by a mix of vibrant businesses, the Lonsdale Quay and SeaBus terminal, and The Shipyards waterfront area, which together create a lively and accessible destination for residents and visitors. The proposed patio supports this mixed-use environment by contributing to an active street frontage.

2. Hours of Liquor Service and Occupant Load

North Point Brewing holds a provincial Liquor Manufacturer licence as a brewery. The establishment has an indoor occupant capacity of 64 persons. The sidewalk patio is approved for 14 persons, and the curbside patio has a proposed occupancy of 17 persons. The current approved liquor service hours for North Point Brewing are from 9:00 a.m. to 11:00 p.m. daily.

There are ten other Liquor Manufacturer establishments within the Brewery District of the lower Lonsdale neighbourhood (reference **Attachment 2**: Current Licensed Manufacturers, Liquor Primaries and Clubs in the City). Businesses in this area that operate Outdoor Dining patios include:

- Braggot Brewing (brewery/ with a sidewalk patio): 370 E Esplanade, Unit 102
- Copperpenny Distilling (brewery, distillery/ with a sidewalk patio): 228 E Esplanade, Unit 105
- La Cerveceria Astilleros (brewery/ with a curbside patio): 226 E Esplanade
- Strathcona Beer (brewery, distillery/ with a sidewalk patio): 123 Carrie Cates Court, Unit 108
- Streetcar Brewing (brewery/ with a sidewalk patio): 123 E 1st Street, Unit A

3. Impact of Noise and Related Considerations

North Point Brewing was the subject of 21 bylaw complaints across a four-year period from 2021 to 2025. Those received were related to music (9), other noise (4), disturbances after operating hours (3), sidewalk obstructions (3), and smoking (2). Five of the complaints received were specific to the patio areas, and were related to disturbances after operating hours (3) and smoking (2).

Separately, during the period when social distancing regulations were in effect, an additional five complaints were received regarding social distancing practices (5).

As part of the application, the business has outlined several measures to ensure the patio operates responsibly and remains compatible with surrounding uses. Staff regularly monitor the patio to ensure respectful behaviour and appropriate noise levels, and are trained to respond promptly to any disturbances or concerns. The patio layout incorporates clear boundaries and adequate sidewalk clearance to maintain pedestrian accessibility and prevent crowding. The applicant has also expressed a commitment to maintaining a clean and uncluttered patio environment and to operating in a manner that supports both a vibrant public realm and the overall livability of the neighbourhood. In addition, the business is committed to continually improving the patio environment through materials and design features that help mitigate noise.

The popularity and recognition of the Brewery District is a testament to CNV's efforts to foster a diverse economy by facilitating integrated use of an industrial-commercial area that offers a diverse range of services for the growing local community. Staff acknowledge that a curbside patio liquor service area may potentially support further activation of the Brewery District; however, there may also be an increase in community disturbances. While established in the Brewery District, North Point Brewing is also notably located within a 40-metre radius of three apartment residential buildings.

In an effort to inform the review of potential impacts to the community, staff recommend undertaking a public consultation process to solicit feedback for this application. This would provide an opportunity for the public, including business operators, residents, and property owners (residential and commercial properties) that are situated within a 40-metre radius of the applicant's premises, to provide specific feedback toward this application. Feedback received may also prove informative if other local brewery operators submit similar applications within the vicinity of this operator.

CNV's Outdoor Dining program allows for outdoor patio music and service until 10:00 pm, and patio seating until 11:00 pm. It should also be noted that staff have authority under the *Business Licence Bylaw, 2018, No. 8640* to introduce business licence

conditions should issues arise at a later date. The LCRB also monitors complaints about business operations for businesses that hold Provincial Liquor Licences and can take action if warranted.

The following options are provided for Council’s consideration regarding the application for a curbside patio liquor service area submitted by North Point Brewing:

Option 1 – Recommended: Staff undertake a public consultation process that involves soliciting written feedback from business operators, residents, and property owners (residential and commercial properties) in the immediate vicinity of the business premises. Staff would then return and present the feedback to Council, and seek further direction from Council for this application.

Option 2 – Not Recommended: CNV opts out of the public consultation process with respect to this application to allow the LCRB to complete the public consultation process. Should Council choose to opt out of the public consultation process, it is important to note a consultation will still be conducted by the LCRB, instead of CNV.

Next Steps

If CNV chooses to opt in to providing comment and conducting the public input process, staff will coordinate with the applicant to ensure site signage is placed for public consultation. Staff will then review the input received and prepare a report to Council with recommendations on how to proceed with the application, taking the feedback into consideration, and to seek direction from Council.

If CNV chooses to opt-out of providing comment and conducting the public input process, this Council Report and Council’s resolution will be shared with the LCRB along with the decision to opt-out. The LCRB will then coordinate the placement of site signage by the applicant for public consultation, and will review the input received when preparing the decision for the application. The LCRB will then share a report of the application review with CNV, including information regarding the public input process and the application decision. Staff will retain a copy of the report within CNV records.

FINANCIAL IMPLICATIONS

If CNV chooses to opt in to providing comment and conducting the public input process, as recommended, the cost of advertising for public consultation will be assigned to the business. If CNV chooses to opt out, then there would be no financial implications for CNV.

INTER-DEPARTMENTAL IMPLICATIONS

Staff have consulted the Planning, Development & Real Estate department and the Public Safety department.

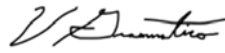
STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS

The North Point Brewing application aligns with Council’s 2022–2026 Strategic Plan priorities:

- A Prosperous City: Continue to explore opportunities to support local businesses.




It also aligns with the OCP’s goals to support the growth and innovation of existing businesses, enhance recreational and social opportunities in dense neighbourhoods, support mixed-use vitality along key corridors, and strengthen Central and lower Lonsdale as regional centres for business and community activity.

RESPECTFULLY SUBMITTED:



Vito Grammatico
Manager, Economic Development



 Manager	 General Manager	 CAO
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The Corporation of **THE CITY OF NORTH VANCOUVER**
FINANCE & ECONOMIC DEVELOPMENT DEPARTMENT

REPORT

To: Mayor Linda Buchanan and Members of Council

From: Alexander Marginson, Manager, Business Services

Subject: BUSINESS LICENCE BYLAW AMENDMENT

Date: March 11, 2026 File No: 13-6750-01-0001/2026

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

RECOMMENDATION

PURSUANT to the report of the Manager, Business Services, dated March 11, 2026, entitled “Business Licence Bylaw Amendment”:

THAT “Business Licence Bylaw, 2018, No. 8640, Amendment Bylaw, 2026, No. 9155” (Second-Hand Dealer Exemptions) be considered for readings.

ATTACHMENTS

1. Excerpt From Bylaw 8640 Showing Proposed Amendment (CityDocs [2774706](#))
2. Proposed “Business Licence Bylaw, 2018, No. 8640, Amendment Bylaw, 2026, No. 9155” (Second-Hand Dealer Exemptions) (CityDocs [2765649](#))

PURPOSE

This report presents for Council’s consideration a proposed amendment to “Business Licence Bylaw, 2018, No. 8640” to update Section 529(14). The amendment would further define existing exemptions related to second-hand businesses.

BACKGROUND

“Business Licence Bylaw, 2018, No. 8640” establishes regulatory requirements for a range of business types, including Second-Hand Dealers, Junk Dealers, and Pawnbrokers.

Section 529 of the Bylaw specifically regulates these business types and establishes additional operational requirements intended to support consumer protection, assist in crime prevention, and promote accountability within the resale market. These provisions include record-keeping and reporting obligations designed to help deter the circulation of stolen goods, support law enforcement investigations, and ensure transparency in second-hand transactions.

Within Section 529 of the Bylaw, subsection (14) currently provides an exemption from these additional regulatory requirements for not-for-profit thrift stores. This exemption recognizes that organizations operating on a donation-based model do not present the same risk profile as businesses that purchase goods directly from the public.

DISCUSSION

Second-hand and thrift retail businesses play an important role in supporting environmental and social objectives by extending the lifecycle of goods, reducing waste, and improving access to affordable items within the community. There are a variety in models for how these Business operate, Pawn shops and other commercial second-hand dealers typically purchase goods directly from the public, creating a higher-risk environment for the movement of stolen property. In contrast, charitable and other thrift stores rely on donated goods rather than direct purchase transactions. This distinction forms the basis of the existing exemption in Section 529(14), which exempts not-for-profit thrift stores from the enhanced regulatory requirements. The exemption recognizes that these requirements were originally intended to regulate businesses purchasing goods directly from individuals and are not aligned with donation-based operations.

However, Section 529(14) currently limits this exemption to organizations with formal not-for-profit status. This creates a regulatory gap for businesses that operate using a donation-based model but are not registered as not-for-profit organizations. One example is Value Village, a large-scale thrift retailer operating across Canada and the United States. While Value Village operates as a for-profit entity, its retail model relies on donated goods rather than the direct purchase of items from the public, distinguishing it operationally from traditional second-hand dealers regulated under Section 529.

As Section 529(14) does not currently extend the exemption to this growing category of businesses, the full suite of Section 529 requirements, including record-keeping and reporting obligations, continues to apply. These requirements were designed to regulate businesses that purchase goods directly from the public and are not well aligned with donation-based business models, creating operational challenges for these businesses.

Staff are therefore recommending that the exemptions set out in Section 529(14) be amended to include all businesses operating under a donation-based model, rather than being limited to those with non-for-profit status. This amendment would better align regulatory requirements with the types of business activities they were originally intended to address and ensure that similar business types are not subject to unnecessary regulatory burden.

In addition, the amendment would update a cross-reference in Section 529(14), which currently refers to “Section 507,” to instead refer to “Section 529.”

FINANCIAL IMPLICATIONS

There are no financial implications associated with this amendment.

INTER-DEPARTMENTAL IMPLICATIONS

No impacts to other departments are anticipated.

STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS

The proposed amendment aligns with Council’s 2022–2026 Strategic Plan priorities:

- A Prosperous City: Continue to explore opportunities to support local businesses;

The proposed amendment supports a fair and proportionate regulatory environment by better aligning licensing requirements with differing business models within the resale sector. Clarifying exemptions for donation-based businesses reduces unnecessary regulatory burden where it does not advance the original intent of the bylaw, while maintaining appropriate oversight of higher-risk second-hand activities.

RESPECTFULLY SUBMITTED:



Alexander Marginson
Manager, Business Services

“Municipality” shall mean The Corporation of the City of North Vancouver.

“Non-Profit Organization” means:

- (1) a charity registered with the Canada Revenue Agency;
- (2) a society registered with the Registrar of Companies under the Societies Act, S.B.C. 2015 c. 18; or
- (3) a corporation incorporated pursuant to the Canada Not-for-profit Corporations Act, S.C. 2009, c. 23.

“Non-Resident Business” means a Business, other than a Resident Business, carried on within the Municipality or with respect to which any work or service is performed within the City.

“Nudity” means the showing of the human male or female genitals or pubic area with less than a full opaque covering.

“Patron Participation Entertainment” shall mean entertainment that patrons may participate in, such as karaoke or “dine and dance”, or as currently described in the Liquor Control and Licensing Act.

“Pawn” is to deliver personal property to another in pledge, or as security for a debt or sum borrowed.

“Pawnbroker” shall mean and include any Person who carries on the Business of taking goods and chattels in pawn.

“Peddler” shall mean any Person who carries on the Business or trade of going from place to place collecting, buying or selling junk or retail goods for the purpose of gain or profit.

“Person”

- (1) "Person", in addition to its ordinary meaning, shall mean and include a firm or partnership, association, company, or corporation and the singular shall be held to mean and include the plural;
- (2) "Persons engaged in the Business" shall mean and include the owner, or proprietor, assistants, employees, including part-time and casual help employees.

“Pest Control Services”

- (1) Every Person carrying on a Business or occupation involving the use or application of pesticides shall hold a subsisting pest control service Licence.
- (2) "Pesticide" shall mean any agricultural pesticide as defined in regulations made pursuant to the *Pesticide Control Act*, R.S.B.C. 1996, Chapter 360, and revisions thereto.
- (3) "Pest Control Service Licence" means a Licence granted under the *Pesticide Control Act*, R.S.B.C. 1996, Chapter 360 to advertise or provide services involving the use or application of pesticides.

“Picture Identification” shall mean any valid identification issued by a Canadian Federal or Provincial Government Agency, Department or Ministry including a:

extended period, the second-hand article in question must be segregated and kept apart from all other second-hand articles for sale within the place of business. This second-hand article shall not be removed from the place of business without prior written consent from the Chief of Police or their designate having jurisdiction in the City.

(13) No person shall, while Licensed as a Second-Hand Dealer or Junk Dealer, carry on business as a Pawnbroker unless such person has also been issued a Business Licence as a Pawnbroker.

~~(14) This section (Section 507) of the bylaw does not apply to operators of not for profit thrift stores which have established, to the satisfaction of the City, such non-profit status.~~

(14) This section (Section 529) of the bylaw does not apply to:

(a) Non-Profit Organizations operating thrift stores; or

(b) Second-Hand Dealers or Junk Dealers who obtain all second-hand goods only from or through a Non-Profit Organization or by donation.

530 Selling and Soliciting on Streets

(1) No Person shall sell or offer for sale any book, magazine or other periodical, other than a newspaper, on any street in the Municipality. This subsection shall not apply to the operator of any newsstand, the operation of which has been approved in writing by the Inspector on recommendation of the Chief of Police and subject to such conditions as may be contained in such written approval.

(2) No Person shall canvass or solicit business on any street in the Municipality from cards or samples or in any other manner whatsoever, for the sale of goods, wares or merchandise, or any article or thing for future delivery.

531 Shark Fins

No Business shall possess, sell, trade, or distribute Shark Fins or their derivative products with the exception of possession for bona fide research purposes.

532 Soliciting for Charity

(1) No Person shall carry on any Soliciting for Charity when such person is to receive either directly or indirectly any compensation or reward or withholds, or intends to withhold, any of the proceeds thereof as compensation or reward for any such soliciting, without first obtaining or being the holder of a Licence for that purpose, and in addition, being the holder of a permit for the specific or particular object or purpose for which the soliciting is to be made.

(2) Before any permit to solicit is issued by the Inspector, the Applicant shall file with the Inspector for each specific or particular object or purpose for which soliciting is to be made, a statement setting out the name and address of the applicant, and the names and addresses of all other persons who may be engaged in such soliciting, the name and address and description of any organization on whose

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THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 9155

A Bylaw to amend “Business Licence Bylaw, 2018, No. 8640”

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 “**Business Licence Bylaw, 2018, No. 8640, Amendment Bylaw, 2026, No. 9155**” (Second-Hand Dealer Exemptions).
2. “Business Licence Bylaw, 2018, No. 8640” is amended as follows:
 - A. Part 3 – Definitions, after the definition of “Municipality” insert:

“Non-Profit Organization”

 - (1) a charity registered with the Canada Revenue Agency;
 - (2) a society registered with the Registrar of Companies under the *Societies Act*, S.B.C. 2015 c. 18; or
 - (3) a corporation incorporated pursuant to the *Canada Not-for profit Corporations Act*, S.C. 2009, c. 23.
 - B. Section 529 (14) is deleted and replaced with the following:

This section (Section 529) of the bylaw does not apply to:

 - (a) Non-Profit Organizations operating thrift stores; or
 - (b) Second-Hand Dealers or Junk Dealers who obtain all second-hand goods only from or through a Non-Profit Organization or by donation.

READ a first time on the <> day of <>, 2026.

READ a second time on the <> day of <>, 2026.

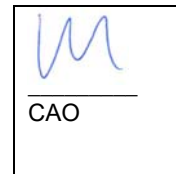
READ a third time on the <> day of <>, 2026.

ADOPTED on the <> day of <>, 2026.

MAYOR

CORPORATE OFFICER

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The Corporation of **THE CITY OF NORTH VANCOUVER**
PUBLIC SAFETY, INFRASTRUCTURE, TRANSPORTATION,
AND PARKS, AND LEGAL SERVICES

COUNCIL REPORT

To: Mayor Linda Buchanan and Members of Council

From: Greg Schalk, General Manager, Public Safety and Fire Chief
Karyn Magnusson, General Manager, Infrastructure, Transportation and Parks
Anna Pogosjan, City Solicitor

Subject: NORTH SHORE EMERGENCY MANAGEMENT BYLAWS UPDATE

Date: March 20, 2026 File No: 01-0110-01-0001/2026

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

RECOMMENDATION

PURSUANT to the report of the General Manager, Public Safety and Fire Chief, the General Manager, Infrastructure, Transportation and Parks, and the City Solicitor, dated March 20, 2026, entitled “North Shore Emergency Management Bylaws Update”:

THAT the following bylaws be considered for readings:

- “North Shore Emergency Management Establishing Bylaw, 2026, No. 9159”; and
- “North Shore Emergency Management Delegation Bylaw, 2026, No. 9160”.

ATTACHMENTS

1. North Shore Emergency Management Office Agreement Bylaw, 2002, No. 7417 (CityDocs [149658](#))
2. Emergency Plan Bylaw, 2002, No. 7418 (CityDocs [164692](#))
3. North Shore Disaster Bylaw, 2006, No. 7809 (CityDocs [145886](#))
4. North Shore Emergency Management Establishing Bylaw, 2026, No. 9159 (CityDocs [2787900](#))
5. North Shore Emergency Management Delegation Bylaw, 2026, No. 9160 (CityDocs [2787902](#))

SUMMARY

This report seeks Council approval of the repeal and replacement of three bylaws with a new North Shore Emergency Management (“**NSEM**”) establishing bylaw and its corresponding delegation bylaw related to incorporating *Emergency and Disaster Management Act*, SBC 2023, c.37 (“**EDMA**”) provisions along with amendments to governance structure.

The North Shore Emergency Management Establishing Bylaw (Attachment 4) and North Shore Emergency Management Delegation Bylaw (Attachment 5) together, the “**Proposed Bylaws**” incorporate *EDMA* provisions and include changes to the governance structure of NSEM which support the goals of all three municipalities.

BACKGROUND

The City of North Vancouver, the District of North Vancouver, and the District of West Vancouver have a long-standing partnership for the planning and delivery of emergency management services for residents of all three municipalities going back to 1978. The most recent reviews and updates to NSEM bylaws was performed in 2002 (North Shore Emergency Management Office Agreement Bylaw (Attachment 1) and the Emergency Plan Bylaw (Attachment 2)) and 2006 (the North Shore Disaster Bylaw (Attachment 3)).

The recommended Proposed Bylaws (Attachments 4 and 5) incorporate *EDMA* provisions and include changes to the governance structure of NSEM.

DISCUSSION

Consensus has been reached by staff of the three municipalities on the text of Proposed Bylaws. The recommended new provisions found within the Proposed Bylaws include:

- A Steering Committee of six members (two staff members from each municipality) to provide general oversight of NSEM;
- Rules of Procedure for the Steering Committee;
- An Oversight Committee consisting of the City of North Vancouver chief administrative officer, the District of North Vancouver chief administrative officer and the District of West Vancouver municipal manager, that will meet at least twice per year with the Director of NSEM and the Steering Committee to allow the NSEM Director to provide updates on important NSEM matters and allow the Oversight Committee to provide feedback on those matters as well as to raise matters relating to NSEM services; and
- Other housekeeping amendments as required related to the change in governance structure and the introduction of *EDMA*.

Timing/Approval Process:

The repeal of the North Shore Emergency Management Office Agreement Bylaw, the Emergency Plan Bylaw and the North Shore Disaster Bylaw, and the adoption of the Proposed Bylaws will need to occur concurrently with the District of West Vancouver and the District of North Vancouver repeal and adoption of their equivalent bylaws.

FINANCIAL IMPLICATIONS

There are no financial implications, as the Proposed Bylaws retain the same funding structure and financial commitments as the bylaws being repealed.

INTER-DEPARTMENTAL IMPLICATIONS

The Proposed Bylaws have been prepared in consultation with Finance, Public Safety, Office of the CAO, Infrastructure, Transportation and Parks and the City Solicitor, as well as in coordination with the staff of the District of North Vancouver and the District of West Vancouver.

STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS

Continued adjustment to our emergency management governance to be compliance with *EDMA* requirements aligns with the Corporate Business Plan of being a Responsible City and Council's priorities for a:

- Resilient City that is protected for future generations, and
- a City for People that is inclusive, welcoming and safe.

RESPECTFULLY SUBMITTED:



Greg Schalk
General Manager, Public Safety & Fire Chief



Karyn Magnusson
General Manager, Infrastructure,
Transportation & Parks



Anna Pogosjan
City Solicitor

THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 7417

A bylaw to enter into an Agreement with The Corporation of the District of North Vancouver and The Corporation of the District of West Vancouver to establish the North Shore Emergency Management Office (“NSEMO”) for the joint exercise of powers conferred on the municipalities pursuant to subsection 4.(1) of the *Emergency Program Act* R.S.B.C. 1996, c.111.

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

Title

1. This Bylaw may be cited as the **"North Shore Emergency Management Office Agreement Bylaw, 2002 No. 7417"**.

Joint Exercise of Powers

2. The powers conferred on the City of North Vancouver by the Emergency Program Act are authorized to be jointly exercised with the District of North Vancouver and the District of West Vancouver in accordance with the provisions of the agreement between the City of North Vancouver, District of North Vancouver, and the District of West Vancouver in substantially the form of the Agreement attached to the “North Shore Emergency Management Office Agreement Bylaw, 2002, No. 7417” as Schedule “A”.

Creation of The North Shore Emergency Management Office

3. The NSEMO, North Shore Emergency Management Office (“NSEMO”), is hereby created.

Authorization to Enter into Agreement

4. The Council authorizes The Corporation of the City of North Vancouver to enter into an Agreement with The Corporation of the District of North Vancouver and The Corporation of the District of West Vancouver in order to establish the North Shore Emergency Management Office for the joint exercise of powers conferred on the municipalities by Section 176 of the Local Government Act R.S.B.C. 1996, c.323, as set out in the Agreement entitled “North Shore Emergency Management Office Agreement”, attached to and forming part of this bylaw.

Execution Of Documents

5. The Mayor and Municipal Clerk are authorized to execute any documents required to give effect to the intent of this bylaw.

Repeal

6. “North and West Vancouver Emergency Program Bylaw, 1988, No. 5938” and any amendments thereto, are hereby repealed.

READ a first time by the Council on the 9th day of September, 2002.

READ a second time by the Council on the 9th day of September, 2002.

READ a third time and passed by the Council on the 9th day of September, 2002.

RECONSIDERED and finally adopted by the Council, signed by the Mayor and City Clerk, and sealed with the Corporate Seal on the 16th day of September, 2002.

“Barbara A. Sharp”

MAYOR

“Bruce A. Hawkshaw”

CITY CLERK

SCHEDULE "A" TO BYLAW NO. 7417

NORTH SHORE EMERGENCY MANAGEMENT OFFICE AGREEMENT

IN THIS AGREEMENT made the day of , 2002.

BETWEEN:

THE CORPORATION OF THE CITY OF NORTH VANCOUVER, a Municipal Corporation under the Local Government Act, having its offices at 141 West 14th Street, North Vancouver, British Columbia, V7M 1H9,

(hereinafter called the "City")

AND:

THE CORPORATION OF THE DISTRICT OF NORTH VANCOUVER, a Municipal Corporation under the Local Government Act, having its offices 355 West Queens Road, North Vancouver, British Columbia, V7L 4K1,

(hereinafter called the "District")

AND:

THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER, a Municipal Corporation under the Local Government Act, having its offices at 750 - 17th Street, West Vancouver, British Columbia, V7V 3T3,

(hereinafter called "West Vancouver")

(the above parties hereinafter collectively called the "municipalities")

WHEREAS:

- A. The City, the District and West Vancouver desire to create the North Shore Emergency Management Office ("NSEMO") to assist in the preparation, maintenance and implementation of the municipal Emergency and Disaster Plans;
- B. The Parties have agreed to enter into this agreement to record the organizational structure, responsibilities and duties of the NSEMO.

NOW THEREFORE THIS AGREEMENT WITNESSES that the City, the District, and West Vancouver covenant and agree as follows:

1. DEFINITIONS

1.01 In this Agreement:

"Disaster" means any present calamity, occurrence, sudden or violent disturbance, or the imminent threat thereof, which extends beyond the boundaries of the municipality, requiring prompt coordination of action or special regulation of persons or property to protect the health, safety or welfare of people or to limit damage to property or the environment;

"Disaster Plan" means a plan formulated by the North Shore Municipalities setting out procedures to be followed in the case of a Disaster;

"Emergency" means any present calamity, occurrence, sudden or violent disturbance, or the imminent threat thereof, and which is confined within the boundaries of one municipality, and requiring prompt coordination of action or special regulation of persons or property to protect the health, safety or welfare of people, or to limit damage to property or the environment;

"Emergency Plan" means a plan formulated by a municipality, setting out procedures to be followed in the case of an Emergency;

"Emergency Program Act" means the Emergency Program Act R.S.B.C. 1996, Chapter 111 and the Regulations hereunder;

"Provincial Emergency Program" (PEP) means the Provincial agency responsible for carrying out the powers and duties vested in it by the Emergency Program Act R.S.B.C. 1996, Chapter 111, the Regulations and the Minister responsible for the Provincial Emergency Program; and

"Volunteer" means a volunteer registered by a municipality or the Provincial Emergency Program.

2. North Shore Emergency Management Office (hereinafter referred to as NSEMO)

2.01 The NSEMO shall consist of the following:

(a) Executive Committee;

(b) NSEMO Director;

(c) NSEMO staff;

(d) NSEMO volunteers.

2.02 The NSEMO shall be entitled to acquire, by purchase or otherwise, fire, demolition and other emergency operations equipment or materials necessary or useful for emergency preparedness, response, recovery or civil defence.

3. EXECUTIVE COMMITTEE

3.01 The Executive Committee shall consist of the following:

3.011 Voting members of the NSEMO Executive Committee, being:

- (a) one Councillor from the City;
- (b) one Councillor from the District;
- (c) one Councillor from West Vancouver.

3.012 Ex-officio (non-voting) members of the NSEMO Executive Committee, being:

- (a) the Municipal Manager of each of the City, the District and West Vancouver;

3.02 Each of the City, the District, and West Vancouver may appoint one alternate for each of the respective appointees described in 3.011 and 3.012. In the case of the regular voting members, these alternate appointees shall be non-voting members of the Executive Committee except when the member or members of the Executive Committee for whom they have been appointed as an alternate are absent in which case the alternate appointee shall become a voting member of the Executive Committee. In the case of the regular non-voting members, these alternate appointees shall remain non-voting members of the Executive Committee.

3.03 At the first meeting in each calendar year the Executive Committee shall elect a Chairperson.

3.04 The quorum of the Executive Committee is two voting members.

3.05 The Executive Committee shall meet at least four times a year.

3.06 The Executive Committee shall

- (a) formulate the policies of the NSEMO;
- (b) employ or contract for a Director and such other staff as are necessary to discharge the responsibility of the NSEMO;
- (c) recommend to the Councils of the City, the District and West Vancouver

- (i) an annual budgeting of funds
 - (a) to maintain and operate the NSEMO; and
 - (b) for the purchase of services and equipment, and the undertaking of operations in preparation for, in response to, or the recovery from an Emergency or Disaster;
- (d) report to the Councils of the City, the District and West Vancouver on:
 - (i) the matters set out in (a), (b) and (c);
 - (ii) the adoption of the Emergency Plan and a Disaster Plan for the respective municipalities and any amendments thereto;
 - (iii) Provincial Emergency Program activities;
 - (iv) the formulation, maintenance and operation of the Emergency Plans and Disaster Plans of the respective Municipalities.

4. PERSONNEL

4.01 The personnel of the NSEMO shall consist of

- (a) a Director,
- (b) such other staff as are required by the Executive Committee to carry out activities of the NSEMO,
- (c) any volunteers, including but not limited to the North Shore Rescue Team, the Emergency Social Services Team, the Communications Team and the Emergency Management Team, which may be required to assist the staff, the Director and the Executive Committee.

4.02 The duties of the Director shall include:

- (a) preparing budgets and reporting regularly to the Executive Committee on expenditures made by the NSEMO;
- (b) preparing, reviewing and maintaining, in conjunction with the staff of the City, the District, and West Vancouver, Emergency Plans and Disaster Plans for each municipality and the North Shore;
- (c) preparing, conducting and reporting to the Executive Committee on Emergency Plan and Disaster Plan exercises;

- (d) liaising with the Provincial Emergency Program and other associated agencies and reporting thereon to the Executive Committee;
- (e) assessing the general state of emergency preparedness within the City, the District, and West Vancouver and reporting thereon to the Executive Committee;
- (f) reporting as directed by the Executive Committee on administrative matters of the NSEMO;
- (g) reporting to the Executive Committee on all emergency planning within the City, the District and West Vancouver and on all operational matters of the NSEMO.
- (h) chairing the North Shore Emergency Planning and Operations Group.

4.03 The Director will, under the direction of the Executive Committee and within the budgetary and policy guidelines of the NSEMO as set out by the Executive Committee, be authorized to:

- (a) direct the activities of the staff and volunteers of the NSEMO;
- (b) supervise the maintenance of the records and accounts of the NSEMO;
- (c) oversee operational activities of the NSEMO, including search and rescue, emergency social services, emergency operations, and communications activities;
- (d) evaluate and purchase equipment and supplies for the NSEMO;
- (e) direct and evaluate training programs of the NSEMO for municipal staff, NSEMO staff and volunteers, and related community emergency programs;
- (f) select candidates for federal and provincial emergency management courses;
- (g) maintain a resource catalogue of material, equipment and personnel available to assist operations within the City, the District, and West Vancouver; and
- (h) distribute information on safety, survival and emergency preparedness to the public.

5. FUNDING

5.01 The cost of maintaining and operating the NSEMO shall be apportioned as follows:

- (a) from monies received from the Provincial Emergency Program; and
- (b) the balance to be paid by the City, the District, and West Vancouver in proportion to the population of the City, the District, and West Vancouver as determined by the latest published census, and amendments thereto.

6. MISCELLANEOUS

6.01 Accounts of the NSEMO shall be administered by the Finance Department of the District or, by agreement of the Parties, by the Finance Department of the City or West Vancouver. The cost of providing this service shall be shared between the City, the District, and West Vancouver in the proportions set out in paragraph 5.01(b).

6.02 The supervision of the administration of the NSEMO shall be carried out by the Manager of the City who shall from time to time report thereon to the Managers of the District and West Vancouver and the Executive Committee.

6.03 The City shall provide liability, property and vehicle insurance coverage respecting the assets of the NSEMO and the premium costs resulting from said insurance shall be recoverable from the NSEMO by the City.

6.04 The Clerk and Manager of the City, District and West Vancouver shall each receive and maintain copies of the minutes of Executive Committee meetings.

6.05 Attached hereto as Appendix 1 to this Agreement are Operational Guidelines and Procedures for the NSEMO. These Guidelines and any amendments thereto are created and provided for the guidance of the Executive Committee and Director.

7. TERMINATION

7.01 Any party to this Agreement may withdraw from this Agreement providing that written notice of such intention is delivered to each of the remaining parties before July 1st of any given year indicating an intention to withdraw as of December 31st of that year. When intention to withdraw has been delivered in accordance with this section, all the rights and responsibilities of the party withdrawing shall be terminated and extinguished as of December 31st of that year.

7.02 At any time, those of the Parties which have not withdrawn from this Agreement may agree to terminate this Agreement in which case the assets of the NSEMO will be distributed as follows:

District	49%
West Vancouver	25%
City	26%

except in the event that one or more of the City, the District, or West Vancouver have withdrawn from this Agreement in which case their share of the assets will be divided between the remaining parties, if more than one, as set out above.

IN WITNESS WHEREOF the parties hereto have executed this Agreement under seal as of the day and year first written above.

The Corporate Seal of THE)
CORPORATION OF THE CITY OF)
NORTH VANCOUVER was affixed)
hereto in the presence of:)

Mayor

CS

Clerk

The Corporate Seal of THE)
CORPORATION OF THE DISTRICT)
OF NORTH VANCOUVER was affixed)
hereto in the presence of:)

Mayor

CS

Clerk

The Corporate Seal of THE)
CORPORATION OF THE DISTRICT)
OF WEST VANCOUVER was affixed)
hereto in the presence of:)

Mayor

CS

Clerk

OPERATIONAL GUIDELINES AND PROCEDURES

OBJECTIVES

To more fully integrate the North Shore Emergency Management Office with the three funding agencies, the City and Districts of North and West Vancouver, there is a need to establish operating guidelines, policies and procedures to ensure a good working relationship between the municipalities, the Executive Committee of the North Shore Emergency Management Office and the staff of the NSEMO.

SPECIFIC POLICIES, PROCEDURES AND GUIDELINES

The Budget Process

This process outline is based on the premise that the funding provided under the Provincial Emergency Program is offsetting revenue for a portion of the cost of operating the North Shore Emergency Management Office.

<u>ACTIVITY</u>	<u>MONTH</u>
<u>Provisional Budget</u>	
1. Budget request to be in an agreed upon format which would segregate operating from capital reserves for future expenditure. Said budget to be prepared by North Shore Emergency Management Office hereinafter referred to as NSEMO Staff for consideration to Executive Committee.	September
2. NSEMO Staff file Provisional Budget information to the three Municipal Financial Officers.	October
3. Executive Committee review Provisional Budget and forward approved budget to the three Municipal Financial Officers.	October
4. Municipal and NSEMO staff review submission and confirm final figure for cost sharing and incorporate same into municipal Provisional Budgets. Submitted to respective Councils for Inaugural meeting.	December

- | | |
|--|-------------------|
| 5. Finance Committee review. | February/April |
| 6. Final report of Finance Committee concluding with recommendation to Council re Annual Budget. | Prior to April 15 |

Annual Budget

- | | |
|---|-----------------|
| 7. Annual Budget Bylaw adopted by three Municipalities. | Prior to May 15 |
|---|-----------------|

PROVINCIAL FUNDING

NSEMO staff confirm from Provincial Emergency Program staff the funding allocation for the calendar year April 1 to March 31. Changes in funding allocation for previous year are to be reported to Municipal Financial Officers on receipt of this information.

Revised Budget

NSEMO staff to review revenues, expenditures and Provincial Emergency Program contribution and report same to the three Municipal Financial Officers.

- | | |
|--|-----------------------|
| Municipal staff review all budget elements and report to Council on amendments, if necessary for revised budget. | Sept./Oct.
October |
|--|-----------------------|

This concludes the regular budget cycle.

Unforeseen Funding Requirements

Activities which are unforeseen requiring funding such as emergency replacement of major capital equipment or other emergency expenditures authorized by the Executive Committee are to be processed in the following manner:

1. Project or activity identified is to be outlined by NSEMO staff to verify the details and establish funding requirement.
2. Executive Committee to review project or activity and indicate approval (if any) with appropriately worded resolution recommending consideration by the three Municipal Councils.

3. Said resolution and all supporting data to be filed with the three Municipal Managers with copies forwarded to the respective Municipal Financial Officers. A copy of this report or at a minimum the cover sheet dealing with the overall project is to be circulated to all Executive Committee members to confirm action is taking place.

COMMUNICATIONS

To improve effective communications between the three North Shore municipalities and the North Shore Emergency Management Office, the following procedure will be followed unless otherwise specifically directed by the Executive Committee on a particular subject matter:

1. Copies of all minutes of the Executive Committee meetings will be forwarded to the Municipal Clerks for distribution in the "For Information" package to all Members of Council.
2. Any notices, media releases or other public information should be circulated to the three Municipal Clerks for distribution to Council and appropriate municipal staff.
3. Materials from the NSEMO staff specifically directed to the members of the Executive Committee may be distributed through the Municipal Clerks "Council Packages" when and if deemed appropriate. All such materials should be separately enclosed to distinguish itself from the regular Council package information.

Resolutions

To assist in processing agenda items from the Executive Committee, NSEMO staff will provide to Committee members, when preparing the agenda for Executive meetings, appropriately worded recommendations in the form of resolutions which if adopted can, if necessary, be readily forwarded to the Municipal Clerks for processing and advancement to Council. In the event assistance is required on preparing said resolutions the City Manager will provide assistance and liaise with the two other Municipal Managers as and when necessary.

LIAISON WITH MUNICIPAL DEPARTMENTS

To establish and maintain a good free flow of information and understanding between the NSEMO office and the other municipal departments, it is required that periodic meetings take place between the three municipal staff groups and the NSEMO staff to update one another on activities, interests and objectives and concerns and to maintain individual familiarity with the various personnel. Participation of the NSEMO Director in Municipal Director's Team meetings is partial fulfillment of this requirement

INSURANCE PROGRAMS

The City will continue to provide and maintain insurance programs for liability, property and vehicle coverage as required. NSEMO staff will maintain file records, update values and equipment inventories and advise of changes in areas of activity or positions to assist in economical utilization of insurance services.

COMMUNICATIONS (INTERNAL AND EXTERNAL)

See Communications and Resolutions Sections previously referred to in this document. Notwithstanding the foregoing, external communications with other agencies, groups or organizations and the media are to be reviewed by NSEMO staff to confirm if they should be communicated through the Municipal Clerks to the parent organizations. The objective being to keep everyone informed as to what is going on.

PURCHASING ACTIVITIES

NSEMO staff are to review the services that may be available through Municipal Purchasing staff to assist in tendering/sourcing/budgeting.

THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 7418

A Bylaw to establish and operate a plan or scheme for preparedness, response and recovery in the case of emergencies pursuant to the provisions of the Emergency Program Act R.S.B.C. 1996, c.111.

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

TITLE

1. This Bylaw may be cited as **“Emergency Plan Bylaw, 2002, No. 7418”**.

DEFINITIONS

2. In this Bylaw:

“Director of Emergency Operations” means the person appointed by the Council of the City of North Vancouver to co-ordinate municipal emergency operations within the municipality for an Emergency, or acting as the Director of Emergency Operations for the North Shore Emergency Operations Centre for a Disaster;

“Disaster” means any present calamity, occurrence, sudden or violent disturbance, or the imminent threat thereof, which extends beyond the boundaries of the municipality, requiring prompt coordination of action or special regulation of persons or property to protect the health, safety or welfare of people or to limit damage to property or the environment;

“Disaster Plan” means a plan formulated by the North Shore Municipalities, setting out procedures to be followed in the case of a Disaster;

“Emergency” means any present calamity, occurrence, sudden or violent disturbance, or the imminent threat thereof, and which is confined within the boundaries of one municipality, and requiring prompt coordination of action or special regulation of persons or property to protect the health, safety or welfare of people, or to limit damage to property or the environment;

“Emergency Operations Centre” (EOC) means the centralized facility or location of the coordinated activities of the Municipal Emergency Operations Group and/or the North Shore Emergency Planning and Operations Group;

“Emergency Plan” means a plan formulated by a municipality, setting out procedures to be followed in the case of an Emergency;

“Emergency Program Act” means the Emergency Program Act R.S.B.C. 1996, Chapter 111, and the Regulations hereunder;

“Minister” means the Minister responsible for the Provincial Emergency Program (PEP);

“Municipal Emergency Operations Group” means and is comprised of the Municipal Emergency Operations Group, all municipal departments, and those voluntary organizations within the City of North Vancouver which are prepared to provide assistance in an Emergency or Disaster;

“North Shore” means the area collectively containing the District of North Vancouver, the District of West Vancouver and the City of North Vancouver.

“North Shore Emergency Management Office” (NSEMO) is the intermunicipal agency of the District of North Vancouver, the District of West Vancouver and the City of North Vancouver responsible for emergency planning and emergency management on the North Shore;

“North Shore Emergency Planning and Operations Group” (NSEPOG) means and is comprised of the Emergency Operations Groups of the three North Shore municipalities and those voluntary organizations within the North Shore which are prepared to provide assistance in an Emergency or Disaster.

“Primary Municipality” means the municipality most impacted by a Disaster impacting more than one municipal area on the North Shore;

“Provincial Emergency Program” (PEP) means the Provincial agency responsible for carrying out the powers and duties vested in it by the Emergency Program Act R.S.B.C. 1996, Chapter 111, the Regulations and the Minister responsible for the Provincial Emergency Program;

“Secondary Municipality” means the municipality(ies) less affected than the primary municipality by a Disaster impacting more than one municipal area on the North Shore; and

“State of Local Emergency” means an Emergency or Disaster situation where the need for response exceeds the capabilities of the local government and a Declaration of a State of Local Emergency is necessary to access specified extraordinary powers considered necessary to prevent, respond to or alleviate the effects of the Emergency or Disaster.

3. ADMINISTRATION, DUTIES AND RESPONSIBILITIES

3.1 NORTH SHORE EMERGENCY PLANNING AND OPERATIONS GROUP

- (a) A North Shore Emergency Planning and Operations Group shall consist of the following or their lawful deputies or designates
- Director, North Shore Emergency Management Office (NSEMO) (Chair)
 - Municipal Manager, each of City of North Vancouver, District of North Vancouver and District of West Vancouver
 - Fire Chief, each of City of North Vancouver, District of North Vancouver and District of West Vancouver
 - Superintendent, RCMP, City of North Vancouver & District of North Vancouver
 - Chief Constable, District of West Vancouver
 - Engineer, each of City of North Vancouver, District of North Vancouver and District of West Vancouver
 - Director, Emergency Social Services, one from each of City of North Vancouver, District of North Vancouver and District of West Vancouver
 - Health Liaison Officer to NSEMO, Vancouver Coastal Health Authority
 - Regional Superintendent and/or Unit Chief(s), B.C. Ambulance Service, North Shore
 - Superintendent of Schools, each of School District #44 (North Vancouver) and School District #45 (West Vancouver)
 - Liaison staff of the Ministry of Transportation and Highways (MOTH)
 - Public Information Officer, each of City of North Vancouver, District of North Vancouver and District of West Vancouver
- (b) The North Shore Emergency Planning and Operations Group (NSEPOG) shall:
- (i) oversee and participate in all ongoing programs of disaster training and exercises on a North Shore region-wide basis, and recommend that provisions are made in appropriate budgets;
 - (ii) oversee the periodic review and revision of the North Shore Disaster Plan as required;
 - (iii) act as an advisory group to the North Shore Emergency Management Office Executive Committee;

- (iv) participate in disaster response and recovery activities as per roles and responsibilities described in the North Shore Disaster Plan, and within the prescribed structure of the British Columbia Emergency Response Management System (BCERMS).
 - (v) direct and coordinate all related municipal departments and volunteer organizations in controlling an Emergency or Disaster, through the Municipal and/or North Shore Emergency Operations Centre;
 - (vi) provide administrative and/or logistics support to any volunteer organization involved;
 - (vii) take such action as is necessary to minimize the effect of a disaster on the impacted municipalities and their inhabitants or property.
- (c) The following persons shall perform the functions of the Director of Emergency Operations for the North Shore Emergency Planning and Operations Group:
- (i) the Municipal Manager of the primary municipality, or in his absence;
 - (ii) the Municipal Manager of the secondary municipality, or in his absence;
 - (iii) the Fire Chief of the primary municipality, or in his absence;
 - (iv) the Fire Chief of the secondary municipality, or in his absence;
 - (v) the Superintendent, North Vancouver RCMP Detachment, or Chief Constable, West Vancouver Police, of the primary municipality, or in their absence;
 - (vi) the Engineer of the primary or secondary municipalities.
- (d) Upon Declaration that the Disaster Plan is in effect, the Director of Emergency Operations shall:
- (i) appoint the Emergency Site Manager(s);
 - (ii) coordinate, in conjunction with the Municipal and/or North Shore Emergency Operations Groups, the response of the municipality/-ies to the emergency;
 - (iii) activate the North Shore Emergency Operations Centre;
 - (iv) consult with the Mayor(s) during the Disaster;
 - (v) determine if outside assistance is required and if so, requesting same pursuant to existing Mutual Aid Agreements;
 - (vi) advise the Mayor(s) if municipal resources and resources available under existing Mutual Aid Agreements are insufficient to deal with the Emergency;

- (vii) liaise and co-operate with the Emergency Operations Organization of any neighboring municipalities sharing Mutual Aid Agreements on all matters pertaining to planning and operation.

3.2 MUNICIPAL EMERGENCY OPERATIONS GROUP

- (a) A Municipal Emergency Operations Group is established and shall consist of the following or their lawful deputies or designates:
- Director of Emergency Operations (Municipal Manager or alternate, see 3.2c)
 - Fire Chief
 - Superintendent RCMP (or Chief Constable of Police)
 - Director, North Shore Emergency Management Office
 - Municipal Engineer
 - Public Information Officer
 - Communications Manager
 - Regional Superintendent and/or Unit Chief(s), B.C. Ambulance Service, North Shore
 - Medical Health Officer, Vancouver Coastal Health Authority (North Shore)
 - Director, Emergency Social Services
 - Superintendent, School District #44 (North Vancouver)
- (b) The Municipal Emergency Operations Group shall:
- (i) direct and coordinate all municipal departments and volunteer organizations in controlling an Emergency or Disaster;
 - (ii) provide administrative and/or logistic support to any volunteer organization involved;
 - (iii) take such action as is necessary to minimize the effect of an Emergency or Disaster on the City of North Vancouver and its inhabitants and their property.
- (c) The following persons shall perform the functions of the Director of Emergency Operations:
- (i) the Municipal Manager of The Corporation of the City of North Vancouver, or in his absence;
 - (ii) the Acting Municipal Manager, or in his absence;
 - (iii) the Director of Fire Services of The Corporation of the City of North Vancouver, or in his absence;

- (iv) the Superintendent, North Vancouver RCMP Detachment, or in his absence;
 - (v) the Manager of Engineering, Parks and Environment of The Corporation of the City of North Vancouver.
- (d) Upon declaration that the Emergency Plan is in effect, the Director of Emergency Operations shall:
- (i) appoint the Emergency Site Manager(s);
 - (ii) coordinate, in conjunction with the Emergency Operations Group, the response of The Corporation of the City of North Vancouver to the Emergency;
 - (iii) consult with the Mayor during the Emergency;
 - (iv) determine if outside assistance is required and if so, requesting same pursuant to existing Mutual Aid Agreements;
 - (v) advise the Mayor if the resources of The Corporation of the City of North Vancouver and resources available under existing Mutual Aid Agreements are insufficient to deal with the Emergency;
 - (vi) liaise and cooperate with the Emergency Operations Organization of any neighbouring municipalities sharing Mutual Aid Agreements with The Corporation of the City of North Vancouver on all matters pertaining to planning and operation.

4. POWERS

- 4.1 The Council or the Mayor or the Director of Emergency Operations [or lawful deputy or designate] may, whether or not a State of Local Emergency has been declared, cause the Emergency or Disaster Plan to be implemented.
- 4.2 The Council by bylaw, or resolution, or the Mayor by order when time is of the essence, may declare a State of Local Emergency to effectively deal with an Emergency or Disaster in any part of the municipality.
- 4.3 Upon a “Declaration of a State of Local Emergency” being made, Council or the Mayor shall:
- (a) forward a copy of the Declaration to the Minister responsible for the Provincial Emergency Program, and
 - (b) cause the details of the Declaration to be published by a means of communication that the Mayor considers most likely to make the contents of the Declaration known to the majority of the population of the affected area.

- 4.4 As part of making a Declaration of a State of Local Emergency under section 4.2 in respect of all or any part of the municipality, the Council and Mayor must identify any or all of the following extraordinary powers considered necessary to prevent, respond to or alleviate the effects of an Emergency or Disaster, and the duration for which these powers are required:
- (a) acquire or use any real or personal property considered necessary to prevent, respond to or alleviate the effects of an Emergency or Disaster;
 - (b) authorize or require any person to render assistance of a type that the person is qualified to provide or that otherwise is or may be required to prevent, respond to or alleviate the effects of an Emergency or Disaster;
 - (c) control or prohibit travel to or from any part of the municipality;
 - (d) provide for the restoration of essential facilities and the distribution of essential supplies and provide, maintain and coordinate emergency medical, welfare and other essential services in the municipality;
 - (e) cause the evacuation of persons and the removal of livestock, animals and personal property from any part of the municipality that is or may be affected by an Emergency or Disaster and make arrangements for the adequate care and protection of those persons, livestock, animals and personal property;
 - (f) authorize the entry into any building or on any land, without warrant, by any person in the course of implementing an Emergency Plan or program or if otherwise considered to be necessary to prevent, respond to or alleviate the effects of an Emergency or Disaster;
 - (g) cause the demolition or removal of any trees, structures or crops if the demolition or removal is considered to be necessary or appropriate in order to prevent, respond to or alleviate the effects of an Emergency or Disaster;
 - (h) construct works considered to be necessary or appropriate to prevent, respond to or alleviate the effects of an Emergency or Disaster;
 - (i) procure, fix prices for or ration food, clothing, fuel, equipment, medical supplies or other essential supplies and the use of any property, services, resources or equipment within any part of the municipality for the duration of the State of Local Emergency; and

The Council or Mayor may authorize the Director of Emergency Operations [or lawful deputy or designate] to exercise, in any part of the municipality affected by a Declaration of a State of Local Emergency, those specific powers assumed by the Council or Mayor.

- 4.5 The Council or Mayor must, when of the opinion that an emergency no longer exists in the municipality to which a Declaration of a State of Local Emergency was made:
- (a) cancel the Declaration of a State of Local Emergency in relation to that part:
 - (i) by bylaw or resolution, if the cancellation is effected by the Council; or,
 - (ii) by order, if the cancellation is effected by the Mayor; and,
 - (b) promptly notify the Minister responsible for the Provincial Emergency Program of the cancellation of the Declaration of a State of Local Emergency.

5. LIABILITY

Section 5.1 below is derived from Section 18 of the Emergency Program Act and deemed to be amended with subsequent amendments of Section 18 of the Emergency Program Act.

- 5.1 As enabled by the Act, no person, including, without limitation, the Council, the Mayor, members of The Corporation of the City of North Vancouver Emergency Operations Group, employees of the Corporation of The City of North Vancouver, a volunteer and any other persons appointed, authorized or requested to carry out measures relating to emergencies or disasters, is liable for any loss, cost, expense, damages or injury to persons or property that result from:
- (a) the person in good faith doing or omitting to do any act that the person is appointed, authorized or required to do under this bylaw, unless, in doing or omitting to do the act, the person was grossly negligent, or
 - (b) any acts done or omitted to be done by one or more of the persons who were, under this bylaw, appointed, authorized or required by the person to do the acts, unless in appointing, authorizing or requiring those persons to do the acts, the person was not acting in good faith.

6. COMPENSATION FOR LOSS

Sections 6.1, 6.2 & 6.3 below are derived from Section 19 of the *Emergency Program Act* and are deemed to be amended with subsequent amendments of the *Emergency Program Act*.

- 6.1 Notwithstanding Section 5, if, as a result of the acquisition or use of a person's real property by, or under the direction or authority of the Council or Mayor under Section 4.4 (a) through (i), the person suffers a loss of or to that property, the Council or Mayor shall compensate that person for such loss in accordance with the Regulations made under the *Emergency Program Act*.
- 6.2 Notwithstanding Section 5, if a person suffers a loss of or to any real or personal property as a result of the actions of the City of North Vancouver Emergency Operations Group or any other action taken by, or under the direction or authority of the Council or Mayor under Section 4.4, the Council or Mayor may compensate that person for such loss in accordance with the Regulations made under the *Emergency Program Act*.
- 6.3 If any dispute arises concerning the amount of compensation payable under sections 6.1 or 6.2, the matter shall be submitted for determination by one or three arbitrators appointed under the *Commercial Arbitration Act*. The person to be compensated shall deliver a notice setting out his or her choice as to whether there shall be one or three arbitrators to the Minister responsible for the *Provincial Emergency Program Act*. The *Commercial Arbitration Act* shall apply to such dispute.

7. AUTHORIZATION OF EXPENDITURES

The Director of Emergency Operations in consultation with the relevant Emergency Operations Group(s) is authorized to expend such municipal funds, which are required for the preservation of life and health during an Emergency or Disaster.

8. EMERGENCY PLAN

In accordance with Emergency Program Act, R.S.B.C. 1996 Chap 111 Section 6(4) "Local Authority Emergency Organization" the Council of The Corporation of the City of North Vancouver authorizes the establishment of the Emergency Plan and delegates, in writing, its powers and duties under the Emergency Program Act to the North Shore Emergency Management Office to amend the Emergency Plan from time to time.

9. REPEAL

“Emergency Plan Bylaw, 1998, No. 7082” and any amendments thereto are hereby repealed.

READ a first time by the Council on the 9th day of September, 2002.

READ a second time by the Council on the 9th day of September, 2002.

READ a third time and passed by the Council on the 9th day of September, 2002.

RECONSIDERED and finally adopted by the Council, signed by the Mayor and City Clerk and sealed with the Corporate Seal on the 16th day of September, 2002.

“Barbara A. Sharp”

MAYOR

“Bruce A. Hawkshaw”

CITY CLERK

THE CORPORATION OF THE CITY OF NORTH VANCOUVER**BYLAW NO. 7809**

A Bylaw to establish and implement a North Shore Disaster Plan and a North Shore Emergency Operations Centre in response to a multi-municipal, or regional disaster affecting two or more of the North Shore Municipalities.

WHEREAS:

- A. The *Emergency Program Act* provides for the Council of a municipality to authorize, establish and implement an Emergency Operations Centre (EOC) and any emergency measures to prepare for, respond to and recover from emergencies and disasters;
- B. This Bylaw is intended to provide a framework by which the three North Shore Municipalities through an intermunicipal scheme can authorize, establish and implement any disaster response or recovery measures as deemed necessary based on joint assessment and priority needs of the three North Shore Municipalities, including:
- (i) Establishment of a North Shore Emergency Operations Centre (NSEOC) to act on behalf the North Shore Municipalities as a central coordination and command structure, managed according to the principles of the BC Emergency Response Management System (BCERMS);
 - (ii) Priority staffing of the NSEOC to ensure and optimize coordination amongst the North Shore Municipalities;
 - (iii) Authorization of any North Shore Municipal employee, in the capacity of working in the NSEOC, to make decisions for all three North Shore municipalities as required by NSEOC priorities approved by the NSEOC Director;
 - (iv) Expend money for the purpose of emergency management either from general revenue or from any tax levy made under the provisions of the *Emergency Program Act*, *Community Charter*, *Local Government Act* or any other act or regulation pertaining to emergency or disaster situations.
- C. The District of West Vancouver, the District of North Vancouver, and the City of North Vancouver have each formulated similar Municipal Emergency Plans and passed a similar “Emergency Plan Bylaw” respectively;
- D. The District of West Vancouver, the District of North Vancouver, and the City of North Vancouver will participate in and support the operations of NSEOC.

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

1. TITLE

This Bylaw may be cited for all purposes as the “**North Shore Disaster Bylaw, 2006, No. 7809**”.

2. DEFINITIONS

The following words when used in this Bylaw will have the meaning ascribed to them in this section:

- (a) “Act” means the provincial *Emergency Program Act* as amended from time to time, and any regulations made thereunder;
- (b) “Administrator” means the Chief Administrative Officer or Municipal Manager of the Municipality, or his or her deputy or delegate;
- (c) “British Columbia Emergency Response Management System (BCERMS)” means the comprehensive and standardized management scheme that ensures a coordinated and organized local and provincial response and recovery to any and all emergency incidents, including management, operations, planning, logistics, and finance/administration;
- (d) “Declaration of a State of Local Emergency” means a bylaw or resolution of the Council or an order of the Municipality’s Mayor that an emergency or a disaster exists or is imminent and made in accordance with Section 12 of the Act;
- (e) “Disaster” means a calamity, occurrence, sudden or violent disturbance, or the imminent threat thereof, requiring prompt coordination of action or special regulation of persons or property to protect the health, safety or welfare of people, or to limit damage to property or the environment and that affects more than one North Shore Municipality;
- (f) “Disaster Plan” refers to the North Shore Disaster Plan formulated by the North Shore Emergency Management Office (NSEMO), setting out procedures to follow in case of a disaster affecting the North Shore Municipalities;
- (g) “Emergency” means a calamity, occurrence, sudden or violent disturbance, or the imminent threat thereof, requiring prompt coordination of action or special regulation of persons or property to protect the health, safety or welfare of people, or to limit damage to property or the environment, and that is confined within the boundaries of one North Shore Municipality;
- (h) “Emergency Operations Centre” (EOC) means a centralized facility or location where municipal staff will gather to facilitate coordinated activities to respond to or recover from an emergency or a disaster;

- (i) “Emergency Plan” means a Municipal Emergency Plan formulated by each individual North Shore Municipality, setting out procedures to be followed in case of an emergency affecting that municipality;
- (j) “Mayor” means the Mayor or acting Mayor of a municipality or his or her deputy or delegate from the Council of that municipality;
- (k) "Minister" means the provincial Minister of Public Safety and Solicitor General or such other Minister who has responsibility for the Provincial Emergency Program;
- (l) “North Shore” means the area collectively containing the District of West Vancouver, the District of North Vancouver and the City of North Vancouver;
- (m) “North Shore Emergency Management Office” (NSEMO) means the inter-municipal agency of the District of West Vancouver, the District of North Vancouver, and the City of North Vancouver as referenced in municipal emergency plans;
- (n) “North Shore Emergency Operations Centre” (NSEOC) means the centralized facility where a joint NSEOC operational model (as referenced in this Disaster Bylaw and operationally explained in the North Shore Disaster Plan) will be implemented for disasters affecting the North Shore;
- (o) “North Shore Emergency Planning and Operations Group” “NSEPOG” is comprised of the Emergency Operations Groups of the three North Shore Municipalities and those voluntary organizations within the North Shore who are prepared to provide assistance in an emergency or a disaster;
- (p) “North Shore Municipality” refers to any of the three North Shore Municipalities, i.e., the District of West Vancouver, the District of North Vancouver or the City of North Vancouver; and
- (q) “NSEOC Policy Group” means the section of the Emergency Operations Centre, as defined by BCERMS, with overall responsibility for the North Shore Municipalities’ response to the emergency or disaster, primarily accomplished through establishing broad policies regarding priorities based on assessed information defining the disaster situation, which shall be known as the “NSEOC Policy Group,” and shall consist of the Mayor of each of the three North Shore Municipalities.

3. APPLICABILITY AND INTERMUNICIPAL SCHEME

- 3.1 When two or more of the North Shore Municipalities are impacted or threatened by a disaster, the North Shore Disaster Bylaw, the North Shore Disaster Plan, and the NSEOC will apply.
- 3.2 If there is a conflict between this North Shore Disaster Bylaw and the Emergency Plan Bylaw of a single municipality, this North Shore Disaster Bylaw will prevail during the time that the situation and authorities provided for by this North Shore Disaster Bylaw are in effect.

- 3.3 The North Shore Municipalities hereby establish an intermunicipal scheme pursuant to section 14 of the *Community Charter* for the purpose of coordinating responses to any Disaster as defined herein, and the scheme provides as follows:
- (a) No North Shore Municipality will amend its version of this Bylaw except in a joint and consistent manner with each other North Shore Municipality so long as the intermunicipal scheme applies;
 - (b) Any North Shore Municipality may withdraw from participating in the intermunicipal scheme by providing no less than six (6) months written notice to each other North Shore Municipality participant; and
 - (c) Subsequent to any Disaster for which assistance is provided to any North Shore Municipality by one or more participants of the intermunicipal scheme, the Administrators will meet to negotiate any compensatory funding which may be appropriate given the resources utilized, and make recommendations on fair payment to their respective Councils.

4. ADMINISTRATION, DUTIES AND RESPONSIBILITIES

- 4.1 In times of non-emergency, the Director of NSEMO, in consultation with the NSEPOG, shall:
- (a) Facilitate and establish an effective operational model and guidelines for the NSEOC following the British Columbia Emergency Response Management System (BCERMS) principles;
 - (b) Advise the NSEMO Executive Committee and/or respective North Shore Municipal Councils as needed;
 - (c) Develop and maintain a North Shore Disaster Plan;
 - (d) Provide advice, assistance or guidance to the North Shore Municipalities in ensuring their own Municipal Emergency Plan(s) are compatible with the North Shore Disaster Plan;
 - (e) Review and revise, from time to time, any operational changes to the North Shore Disaster Plan to ensure effective North Shore coordination and implementation; and
 - (f) Ensure appropriate staff designations, training and exercises for the North Shore Disaster Plan and the NSEOC.
- 4.2 In time of Disaster, response operations shall be as follows:
- (a) The NSEOC and the North Shore Disaster Plan shall be activated as soon as it is recognized by an Administrator, in consultation if possible with other Administrators, that a Disaster affecting two or more North Shore municipalities has occurred;

- (b) The first Administrator to arrive at the NSEOC from any of the North Shore Municipalities shall take on the role of the NSEOC Director and, as required by shift changes, the three North Shore Administrators shall then rotate, subject to availability, as the NSEOC Director;
- (c) Upon activation of the NSEOC, the NSEOC Policy Group shall be created, and shall consist of one Mayor from each of the North Shore municipalities involved in the disaster; as required for shift changes, the Mayor from each North Shore Municipality may be represented by a delegate from the Council of his/her municipality. The three Mayors shall decide amongst themselves who will be the official spokesperson for the NSEOC for any given shift of the NSEOC, recognizing that each Mayor will also have a role in liaising with their respective Councils and residents;
- (d) In accordance with BCERMS principles - where in an Emergency each Administrator (EOC Director) is responsible for keeping Council (Policy Group) informed and advised - for the NSEOC during a Disaster, the NSEOC Director is responsible for keeping all three North Shore Councils advised through the NSEOC Policy Group; the Mayor from each municipality will then communicate with their respective Councils;
- (e) The NSEOC Director is responsible for ensuring that operational response priorities are established, and that planning and response activities are coordinated within the NSEOC, between the site(s) and the NSEOC; and between the NSEOC and other applicable agencies, organizations, or levels of government;
- (f) The Director of NSEMO, or delegate, shall take on the role of the Liaison Officer in the NSEOC, and/or such other duties as assigned by the NSEOC Director;
- (g) Staff members from the affected North Shore Municipalities will provide staffing to the NSEOC, in rotation for any positions as required;
- (h) Staff members from an unaffected North Shore Municipality, if any, may be requested to provide staffing support in or for the NSEOC;
- (i) Staff members from any North Shore Municipality working in and for the NSEOC shall be authorized to make decisions in the best interests of the North Shore (as a whole) based on joint assessment and coordination, and according to the priority needs as assessed in the NSEOC, without regard to the North Shore Municipal boundaries. This may include deploying resources from one North Shore Municipality to another, where the deployment of such resources may be best utilized to preserve life safety, prevent injuries, and protect public property and the environment;
- (j) The NSEOC facility and NSEMO office are currently located in the Gerry Brewer Building at 147 East 14th Street, North Vancouver. Should an alternate NSEOC location be required, it will be chosen by the NSEOC Director or, if he/she is unavailable, by NSEMO Director or delegate.

5. DECLARATION OF A STATE OF LOCAL EMERGENCY

- 5.1 In the event of an Emergency or Disaster, each North Shore Municipal Council may make a Declaration of a State of Local Emergency either by bylaw or resolution.

Notwithstanding that a *Disaster* situation exists, each Council or Mayor must make its own Declaration individually, ensuring that any necessary powers, delegated authorities, and/or geographic boundaries identified in the Declaration are as per requirements of the NSEOC.

- 5.2 As referenced in Section 12(1) of the Act, provided that the Mayor of each Municipality has used his or her best efforts to obtain the consent of all other members of their respective Councils to a Declaration of a State of Local Emergency, the Mayor of each respective Municipality may, by Order, make a Declaration of a State of Local Emergency.
- 5.3 A Declaration of a State of Local Emergency, whether made by the Council or by the Mayor of a Municipality must:
- (a) Identify the nature of the Disaster or Emergency;
 - (b) Identify whether the Disaster or Emergency affects all of the municipality or only a portion thereof, and in the latter case, clearly identify the affected portion(s) of the municipality; and
 - (c) Be made in writing, including the identification and delegation of which powers annexed in Schedule “A” to this Bylaw will be exercised pursuant to Sections 6(4) and 13(1) of the Act, subject only to an order from “the Minister” directing the municipality, and through it to its delegates, to refrain or desist from exercising any one or more of the powers, per Section 13 (2-5) of the Act.
- 5.4 If a Declaration of a State of Local Emergency is made in accordance with this North Shore Disaster Bylaw or the Emergency Plan Bylaw, the Council or Mayor of each North Shore Municipality, as applicable, must immediately:
- (a) Forward a copy of the Declaration of a State of Local Emergency to the Minister;
 - (b) Cause details of the Declaration of a State of Local Emergency to be published by a means of communications that the Council or Mayor of the North Shore Municipality, as the case may be, considers most likely to make the contents of the Declaration of a State of Local Emergency known to the population of the affected area(s) of the municipality; and
 - (c) Notify the other North Shore Municipalities, if not already involved in the Disaster response, and as appropriate any other municipalities, of such Declaration of a State of Local Emergency.

6. RENEWAL OR CANCELLATION OF A DECLARED STATE OF LOCAL EMERGENCY

6.1 Subject to the same process described in Sections 5.3 and 5.4, each North Shore Municipal Council or Mayor, as the case may be, must, when of the opinion that the Emergency or Disaster continues to exist or no longer exists in the Municipality or part thereof for which a Declaration of a State of Local Emergency was made, respectively renew the Declaration for a maximum of 7 days, or cancel the Declaration by means of a Bylaw, Resolution of the Council or by Order of the Mayor, as appropriate, and promptly notify the Minister of such Renewal or Cancellation.

7. REPEAL

This Bylaw repeals and entirely replaces “The City of North Vancouver, Disaster Bylaw, 1988, No. 5947”.

READ a first time by the Council on the 11th day of September, 2006.

READ a second time by the Council on the 11th day of September, 2006.

READ a third time and passed by the Council on the 11th day of September, 2006.

RECONSIDERED and finally adopted by the Council, signed by the Mayor and City Clerk and sealed with the Corporate Seal on the 18th day of September, 2006.

“Darrell R. Mussatto”

MAYOR

“Sandra E. Dowey”

CITY CLERK

SCHEDULE A

DELEGATED POWERS IN A DECLARED STATE OF LOCAL EMERGENCY

Delegation of Powers under Sections 10 and 13 of the *Emergency Program Act* authorized to officials of the Municipality of the City of North Vancouver

Per Section 13(1) of the Act:

“After a declaration of a state of local emergency is made under Section 12(1) of the *Act* in respect of all or any part of the jurisdictional area for which a local authority has responsibility and for the duration of the state of local emergency, the local authority may do all acts and implement all procedures that it considers necessary to prevent, respond to or alleviate the effects of an emergency or a disaster, including any or all of the following:”

“Implement its local emergency plan or any local emergency measures;”

“Subject to Section 13 of the Act, exercise, in relation to the part of the jurisdictional area affected by the declaration, any power available to “the Minister” under Section 10(1)(d) to (l) of the *Act*, which includes:”

“Acquire or use any land or personal property considered necessary to prevent, respond to or alleviate the effects of the emergency or disaster.”

“Authorize or require any person to render assistance of a type that the person is qualified to provide or that otherwise is or may be required to prevent, respond to or alleviate the effects of the emergency or disaster.”

“Control or prohibit travel to or from any area of the Municipality.”

“Provide for the restoration of essential facilities and the distribution of essential supplies and provide, maintain and coordinate emergency medical, welfare and other essential services in any part of the Municipality.”

“Cause the evacuation of persons and the removal of livestock, animals and personal property from any area of the Municipality that is or may be affected by the emergency or disaster and make arrangements for the adequate care and protection of those persons, livestock, animals and personal property.”

“Authorize the entry into any building or on any land, without warrant, by any person in the course of implementing an emergency plan or program or if otherwise considered necessary to prevent, respond to or alleviate the effects of the emergency or disaster.”

“Cause the demolition or removal of any trees, structures or crops if the demolition or removal is considered necessary or appropriate in order to prevent, respond to or alleviate the effects of the emergency or disaster.”

“Construct works considered necessary or appropriate to prevent, respond to or alleviate the effects of the emergency or disaster. “

“Procure, fix prices for or ration, food, clothing, fuel, equipment, medical supplies or other essential supplies and the use of any property, services, resources or equipment, within any part of the Municipality for the duration of the Declaration of a State of Local Emergency under this Bylaw.”

“Subject to Section 13 of the Act, authorize, in writing, any persons involved in the operation of a local emergency plan or program to exercise, in relation to any part of the jurisdictional area affected by a Declaration of a State of Local Emergency, any power available to “the Minister” under Section 10(1)(d) to (l) of the Act.”

THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 9159

A Bylaw to repeal and replace North Shore Emergency Management Office Agreement Bylaw, 2002, No. 7417, Emergency Plan Bylaw, 2002, No. 7418, and North Shore Disaster Bylaw, 2006, 7809

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

Citation

1. This Bylaw shall be known and cited for all purposes as “**North Shore Emergency Management Establishing Bylaw, 2026, No. 9159**”.

Multijurisdictional Emergency Management Organization

2. The powers conferred on the City of North Vancouver by the *Emergency and Disaster Management Act*, SBC 2023, c.37 (“*EDMA*”) in respect of participating in a multijurisdictional emergency management organization with the District of North Vancouver and the District of West Vancouver are authorized to be in accordance with the provisions of the agreement between the District of North Vancouver, the City of North Vancouver, and the District of West Vancouver in substantially the form of the Agreement attached to this bylaw as Schedule “A”.

Execution of Documents

3. The Mayor and Corporate Officer are authorized to execute the agreement entitled North Shore Emergency Management Agreement which is attached to this bylaw as Schedule “A” and forms part of this Bylaw.

North Shore Emergency Management

4. Upon execution and delivery of the amended North Shore Emergency Management Agreement the North Shore Emergency Management Office is continued as the North Shore Emergency Management.

Repeal

5. North Shore Emergency Management Office Agreement Bylaw, 2002, No. 7417, Emergency Plan Bylaw, 2002, No. 7418 and North Shore Disaster Bylaw, 2006, 7809, and any amendments thereto, are hereby repealed.

Severability

6. If any section or portion of this Bylaw is held to be invalid by a decision of a court of competent jurisdiction, such invalid section or portion shall be severed from the remainder of the Bylaw and shall not affect the validity of the remaining portions of the Bylaw.

Effective Date

7. The effective date of this bylaw is subject to execution of Schedule A by all parties.

READ a first time on the <> day of <>, 20<>.

READ a second time on the <> day of <>,
20<>.

READ a third time on the <> day of <>, 20<>.

ADOPTED on the <> day of <>, 20<>.

MAYOR

CORPORATE OFFICER

Schedule A to Bylaw 8791

NORTH SHORE EMERGENCY MANAGEMENT AGREEMENT

This Agreement, dated for reference the ___ day of ____, 2026.

BETWEEN:

THE CORPORATION OF THE DISTRICT OF NORTH VANCOUVER, 355 West Queens Road, North Vancouver, British Columbia, V7N 4N5

(the "District")

AND:

THE CORPORATION OF THE CITY OF NORTH VANCOUVER, 141 West 14th Street, North Vancouver, British Columbia, V7M 1H9

(the "City")

AND:

THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER, 750 - 27th Street West Vancouver, British Columbia, V7V 3T3

("West Vancouver")

(the above parties hereinafter collectively called the "Municipalities")

Witnesses that Whereas:

- A. The Municipalities wish to establish North Shore Emergency Management ("NSEM") for the purpose of providing a multijurisdictional emergency management organization pursuant to section 19 of the the *Emergency and Disaster Management Act*, SBC 2023, c.37 (the "EDMA");
- B. The Municipalities wish to delegate to North Shore Emergency Management the authority, on behalf of the District, the City, and West Vancouver to plan, develop and conduct, within the approved funding of any budget year, multijurisdictional Emergency Management Services in the District, City, and West Vancouver; and
- C. The Municipalities are committed to the cooperative delivery of North Shore Emergency Management Services to the Municipalities and to the residents of the District, the City, and West Vancouver, and to the equitable sharing of the costs of delivery of those services as set out in this Agreement;

NOW THEREFORE the District, the City, and West Vancouver agree as follows:

PART 1

Definitions

1. In this Agreement, the following definitions apply:
 - (a) “Agreement” means this Agreement and all Attachments, which are deemed to be included as part of this Agreement;
 - (b) “Appointed Financial Officer” means the Financial Officer for the District;
 - (c) “City” means the City of North Vancouver;
 - (d) “City CAO” means the City’s chief administrative officer;
 - (e) “Member” means a person duly appointed to the NSEM Steering Committee pursuant to the terms hereof;
 - (f) “Director of NSEM” means the person hired by NSEM through the Steering Committee as the director of NSEM under this Bylaw;
 - (g) “District” means the District of North Vancouver;
 - (h) “District CAO” means the District’s chief administrative officer;
 - (i) “Emergency Management Services” means those municipal and multijurisdictional emergency management activities, programs, and services, as allowed for in *EDMA* and provided in the approved NSEM budget from time to time, relating to the four phases of emergency management: the mitigation phase, the response phase (excluding response borrowing), the preparation phase, and the recovery phase (excluding recovery powers and recovery borrowing as set out in sections 118 and 119 of *EDMA*);
 - (j) “Oversight Committee” means the persons duly appointed to the Oversight Committee pursuant to the terms hereof;
 - (k) “NSEM” means North Shore Emergency Management;
 - (l) “Steering Committee” means the persons duly appointed to the Steering Committee pursuant to the terms hereof;
 - (m) “West Vancouver” means the District of West Vancouver;
 - (n) “West Vancouver CAO” means West Vancouver’s municipal manager.

PART 2 NSEM

Mandate

2. The Municipalities are committed to the tri-partite delivery of quality Emergency Management Services to residents of all three (3) municipalities, and mandate NSEM, on behalf of the Municipalities, to plan, develop, evaluate, and jointly and seamlessly deliver,

within the approved funding of any budget year, an appropriate array of quality Emergency Management Services to serve and support the District, City, and West Vancouver and residents in preparing for, responding to, and recovering from emergencies and disasters. In carrying out this mandate, NSEM will act in the best interest of the residents of the District, the City and West Vancouver and in the best interests of the Municipalities.

Powers, Duties and Functions of NSEM

3. The Municipalities agree that the powers, duties and functions of the NSEM are as set out in the District's, the City's, and West Vancouver's companion North Shore Emergency Management Delegation Bylaws respectively, as amended from time to time.
4. NSEM shall consist of the following:
 - (a) Oversight Committee;
 - (b) Steering Committee;
 - (c) Director of NSEM;
 - (d) NSEM staff; and
 - (e) NSEM volunteers as selected by the Director of NSEM and NSEM staff. Volunteers include but not limited to the Emergency Support Services Team, the Emergency Communications Team, Emergency Education Team and the Emergency Management Team, which may be required to assist the NSEM Director and NSEM staff.

NSEM Delegation Bylaws

5. The City agrees that it will not adopt any bylaws to amend its North Shore Emergency Management Delegation Bylaw without first consulting with the District and West Vancouver. The District agrees that it will not adopt any bylaws to amend its North Shore Emergency Management Delegation Bylaw 8791, without first consulting with the City and West Vancouver. West Vancouver agrees that it will not adopt any bylaws to amend its North Shore Emergency Management Delegation Bylaw, without first consulting with the City and the District.

Director of NSEM

6. The Municipalities agree that:
 - (a) the Steering Committee is responsible for employing a person in the capacity of Director of NSEM in accordance with the Municipalities' companion North Shore Emergency Management Delegation bylaws respectively; and
 - (b) the powers, duties and functions of the Director of NSEM are as set out in the said Delegation Bylaws.

Composition of Steering Committee

7. The Steering Committee will consist of six (6) Committee members. Attached as Schedule A to this Agreement and forming part of this Agreement are the Steering Committee Rules of Procedures which shall apply to the Steering Committee. The Rules of Procedure may be amended from time to time by the Parties providing their unanimous agreement in writing to amended Rules of Procedure.

Appointment of Steering Committee members

8. The District will appoint two (2) senior staff members to the Steering Committee to serve a two-year term. The District may appoint two (2) alternate senior staff members who may, on behalf of an absent Steering Committee member take the place of, vote and generally act in all matters for the absent Steering Committee member.
9. The City will appoint two (2) senior staff member to the Steering Committee to serve a two-year term. The City may appoint two (2) alternate senior staff members who may, on behalf of an absent Steering Committee member take the place of, vote and generally act in all matters for the absent Steering Committee member.
10. West Vancouver will appoint two (2) senior staff members to the Steering Committee to serve a two-year term. West Vancouver may appoint two (2) alternate senior staff members who may, on behalf of an absent Steering Committee member take the place of, vote and generally act in all matters for the absent Steering Committee member.
11. The three (3) Municipalities will endeavour to appoint some senior staff members to the Steering Committee that have expertise in Finance, Fire Services, Engineering, Climate Action and Corporate Services.
12. For certainty, the term of any senior staff member to the Steering Committee, whether as a Steering Committee member or as an alternate pursuant to Sections 8 through 11 above continues and will be deemed to be extended until the District, the City, or West Vancouver make new appointments pursuant to those sections.

Qualifications

13. A senior staff member appointed pursuant to sections 8 through 11 may only be appointed and hold office at the Steering Committee for such time as they are employed by either the City, the District, or West Vancouver.

Vacancy

14. In the event of a vacancy on the Steering Committee due to death, resignation, or any other reason, the District, the City, or West Vancouver will, as soon as reasonably possible, make a replacement appointment pursuant to sections 8 through 11 as applicable.

Composition of Oversight Committee

15. The Oversight Committee will consist of the three (3) CAOs of the Municipalities.

PART 3 NSEM FINANCES

Operating Financial Plan

16. The Municipalities agree that the operating financial plan for NSEM must include the estimated operational expenditures for NSEM along with anticipated revenues from NSEM through grants and other sources.

Capital Plan

17. The Municipalities agree that the capital financial plan for NSEM must include the estimated capital expenditures for NSEM which would include fittings, furnishings and equipment and any future capital asset acquisitions.

Operating Plan Approval

18. The District, the City, and West Vancouver will each consider for approval (or for amendment and then approval) the operating financial plan provided by the Director of NSEM by October 31 each year for the provision of Emergency Management Services.

Capital Plan Approval

19. The District, the City, and West Vancouver will each consider for approval (or for amendment and then approval) the capital plan provided by the Director of NSEM by October 31 each year in relation to the provision of Emergency Management Services.

Grants

20. NSEM may apply for grants from external entities to provide funding for projects and capacity subject to Steering Committee approval. Grant applications will be considered subject to NSEM internal capacity to fulfill the grant requirements.

Operating and Capital Plan Amendments

21. The Municipalities agree that in considering, amending and approving the operating financial plan and the capital plan the District Council, the City Council, and the West Vancouver Council will be governed by the following principles:
 - (a) the operating financial plan and the capital plan will be reasonable and made in good faith;
 - (b) the operating financial plan and the capital plan will endeavour to achieve an equitable allocation of operating and capital funds to programs and services in all three Municipalities;
 - (c) the operating financial plan and the capital plan will achieve a reasonable level of program and service quality; and
 - (d) if the Municipalities cannot come to a consensus on the operating financial plan and the capital plan for the coming year, the Agreement will be terminated.

Share Determination

22. Subject to section 28 below, NSEM's operating and capital costs shall be apportioned to the Municipalities in proportion to their respective populations as determined by the latest published census, and amendments thereto.
23. The City will provide to NSEM occupancy of a portion of the Gerry Brewer Building, vehicle usage, fuel transactions, and insurance. The District will provide to NSEM human resource services, financial services, and IT services customarily provided to District employees. West Vancouver will provide to NSEM a minute taker for the Steering Committee and Oversight Committee.

Funding Contributions

24. The District will, upon approval by District Council, City Council, and West Vancouver Council of NSEM's operating financial plan and capital plan, pay the District share for NSEM's operating and capital costs.
25. The City will, upon approval by City Council, District Council, and West Vancouver Council of NSEM's operating financial plan and capital plan, pay the City share for NSEM's operating and capital costs.
26. West Vancouver will, upon approval by West Vancouver Council, District Council, and City Council of NSEM's operating financial plan and capital plan, pay the West Vancouver share for NSEM's operating and capital costs.

Financial Over-Sight and Annual Audit

27. The Appointed Financial Officer will be responsible for oversight of the Director of NSEM with respect to all matters relating to financial administration, including responsibility for ensuring compliance with all statutory financial requirements. The Appointed Financial Officer will also ensure that an independent external auditor is appointed to conduct an annual financial audit of NSEM which will be shared with the Municipalities. The Director of NSEM will be responsible for following the budget and financial management policies of the Appointed Financial Officer.

Reimbursement of Costs

28. The anticipated costs of providing to NSEM:
 - (a) financial, human resource, and IT services;
 - (b) office space and related services (Gerry Brewer Building costs);
 - (c) transportation services including vehicle usage, fuel transactions, and insurance; and
 - (d) minute taker services for the Steering Committee and Oversight Committee meetings

shall be included in NSEM's annual operating financial plan based on a detailed estimate from the District, the City, or West Vancouver, as the case may be. The resulting actual

costs of providing these services will be reimbursed by NSEM, with said reimbursement funded by the Municipalities in accordance with the funding formula herein.

Examination of Records

29. Any of the Municipalities may conduct audits or examinations to obtain information or determine that adequate financial controls are being maintained by NSEM. The Municipalities will cooperate with each other in the conduct of any such audits particularly in respect to access to financial records and other information of the NSEM.

Budget Year

30. The budget year of NSEM is that of the Municipalities.

Ownership of Capital Assets

31. Every capital asset that has been jointly funded under this Agreement, including without limitation any real or personal property, fixtures, chattels, vehicles, equipment, computer system software and proprietary will be, at the termination of the Agreement, distributed to the Municipalities in proportion to their respective populations as determined by the latest published census, and amendments thereto.
32. Notwithstanding section 31 above, at the termination of the Agreement, a capital asset may be acquired by agreement by any one of the Municipalities for exclusive use, on payment to the other two Municipalities of the applicable proportion of their contribution to the asset at its then depreciated value in accordance with public sector accounting standards.

PART 4

MISCELLANEOUS

Amendments

33. The Municipalities will, in good faith, negotiate any proposed amendment to this Agreement upon request of either party, all amendments to be in writing and executed by the Municipalities. Without limiting the generality of the foregoing, the funding arrangements provided for in Part 4 herein may be amended by agreement of the Municipalities in writing.

Dispute Resolution

34. The Municipalities will submit any dispute arising out of the interpretation or application of this Agreement:
- (a) first, to the District CAO, the City CAO, and the West Vancouver CAO to resolve the dispute, such resolution will be final and binding upon the parties; and
 - (b) if the CAOs are unable to reach a resolution to resolve the dispute, to the Inspector of Municipalities, or at the election of the parties, a commercial arbitrator appointed by agreement or, failing agreement, appointed pursuant to the *Commercial Arbitration Act*, for final determination, and the determination of the Inspector or arbitrator as applicable will be final and binding upon the Municipalities.

Term

35. This Agreement continues in effect until:
- (a) January 1 of the year two years or more after written notice of termination is delivered on the other Municipalities by either the District, the City, or West Vancouver;
 - (b) on January 1 of the year for which the Municipalities were unable to come to an agreement upon and adopt an agreed upon operational financial plan and/or capital plan; or,
 - (c) by agreement of all three Municipalities.

North Shore Emergency Management Office Agreement

36. Upon execution and delivery of this Agreement, the North Shore Emergency Management Office Agreement entered into between the District, the City and West Vancouver and dated for reference October 8, 2002, and all amendments thereto, shall terminate and be of no further force or effect.

IN WITNESS WHEREOF the District, the City, and West Vancouver have executed this Agreement on the date first above written.

THE CORPORATE SEAL of **THE CORPORATION OF THE DISTRICT OF NORTH VANCOUVER** was hereunto affixed in the presence of:

Mayor

Corporate Officer

THE CORPORATE SEAL of **THE CORPORATION OF THE CITY OF NORTH VANCOUVER** was hereunto affixed in the presence of:

Mayor

Corporate Officer

THE CORPORATE SEAL of **THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER** was hereunto affixed in the presence of:

Mayor

City Clerk

Schedule A to North Shore Emergency Management Agreement Rules of Procedure

Election of Steering Committee Chair and Vice-Chair

1. The Director of NSEM will preside at the first meeting following the appointments of Steering Committee members, and the first order of business will be the election by the Steering Committee of a Chair and Vice-Chair.

Vice-Chair

2. In the absence or incapacity of the Chair, the Vice-Chair has all the powers and is subject to the same rules as the Chair.

Regular Meetings

3. The Steering Committee will, by resolution, set a schedule of regular meetings, and NSEM will hold meetings in accordance with the approved schedule, with a requirement of at least six (6) meetings per calendar year, unless another date for a meeting is fixed by the Chair at the previous meeting or with 24 hours notice to the Steering Committee.

Quorum

4. A quorum of NSEM is three (3) Steering Committee members and there is a minimum of one (1) Steering Committee member from each of the three Municipalities

Electronic Meetings

5. A Steering Committee member who is unable to attend any meeting in person, may attend and participate by telephone conference, video conference, or similar means, if the Steering Committee members have been provided with notice, an agenda and background material for the meeting and the electronic or other communication facilities must enable the meeting's participants to hear, or watch and hear, each other.
6. The following rules apply to a meeting referred to in section 5:
 - (a) the electronic or other communication facilities must enable the meeting's participants to hear, or watch and hear, each other; and
 - (b) Except for any part of the meeting that is closed to the public, the facilities must enable the public to hear, or watch and hear, the participation of the member.

Notice

7. Notice of each regular meeting, together with an agenda for the meeting, will be delivered to each Steering Committee member at least five (5) business days prior to each regular meeting. Notice of each special meeting, together with an agenda for the meeting, will be delivered to each Steering Committee Director at the earliest reasonable opportunity prior to the meeting.

Conduct of Steering Committee Meeting

8. The Chair will preside at all meetings of the Steering Committee and will be guided by the following rules:
- (a) The order of business will be as set out in the agenda, except that an item may be added or withdrawn from the agenda by the Chair, subject to majority support;
 - (b) Majority vote of the Steering Committee being required if a Steering Committee member objects;
 - (c) All decisions of the Steering Committee will be made by resolution and a resolution will be considered adopted by a majority vote of the Steering Committee members present. Each Steering Committee member, including the Chair, has one vote. If the votes of Steering Committee members present at the meeting at the time of the vote are equal for or against the motion, the motion is defeated;
 - (d) All meetings of the Steering Committee will be open to the public, except for resolutions and matters that may be considered in a closed meeting in accordance with the requirements in Part 4, Division 3 the *Community Charter*;
 - (e) When an item dealt with at a closed meeting is no longer confidential, as resolved by the Steering Committee, the minutes for that item shall be received without debate in a subsequent meeting; and
 - (f) The Chair will maintain order by following these rules and any supplementary rules adopted by the Steering Committee. In the absence of any rule or supplementary rule, the Chair may determine every other matter reserved to the presiding officer in accordance with *Roberts' Rules of Order*.

Supplementary Rules

9. The Steering Committee may adopt any supplementary rules of order that do not conflict with those contained in this Agreement.
10. Any decisions related to the performance or termination of the Director of NSEM or appointment of a new Director of NSEM require a minimum of two of the three Municipalities to provide an affirmative vote where each Municipality has one vote (e.g. Steering Committee members for each Municipality have $\frac{1}{2}$ vote and both Steering Committee members from a Municipality would need to vote affirmatively to garner the one vote).

Minutes

11. Minutes of the proceedings of the Steering Committee and any sub-committees must be
- (a) legibly recorded; and
 - (b) signed by the Chair or other member presiding at the meeting or at the next meeting at which the minutes are adopted. Once adopted, the minutes will be sent to the three (3) corporate officers.

Standing Committees

12. The Chair may appoint standing committees of Steering Committee members to review and make recommendations to the Steering Committee on any matter. A standing committee will serve at the pleasure of the Steering Committee. Minutes of the meetings of a standing committee will be kept and copies sent to all Steering Committee members and to the three (3) corporate officers. Standing committees may meet by telephone conference, video conference, or e-mail if convenient.

Oversight Committee Meetings

13. The Oversight Committee will hold at least two (2) meetings per calendar year. The Oversight Committee meetings will comprise of the following attendees: The Oversight Committee plus the Steering Committee members as well as the Director of NSEM.
14. The Oversight Committee is an opportunity for the Director of NSEM and the Steering Committee to provide updates on important NSEM matters and allows the Oversight Committee to provide feedback on those matters as well as to raise matters relating to NSEM services.

THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 9160

A Bylaw to delegate certain powers duties and functions relating to the provision of multijurisdictional emergency management powers in the City of North Vancouver to North Shore Emergency Management

WHEREAS pursuant to section 19 of the *Emergency and Disaster Management Act*, SBC 2023, c.37 (the “EDMA”), Council may, by bylaw, delegate its powers, duties and functions to a body established by Council;

AND WHEREAS Council, by North Shore Emergency Management Establishing Bylaw, 2026, No. 9159 has established, jointly with the District of North Vancouver and the District of West Vancouver the North Shore Emergency Management (“NSEM”) for the provision of multijurisdictional Emergency Management Services, and, for that purpose, has entered into the North Shore Emergency Management Agreement with the District of North Vancouver and the District of West Vancouver (collectively, the “Municipalities”),

NOW THEREFORE the Council for the City of North Vancouver, in open meeting assembled, enacts as follows:

Citation

1. This Bylaw shall be known and cited for all purposes as “**North Shore Emergency Management Delegation Bylaw, 2026, No. 9160**”.

Definitions

2. In this Bylaw, the following definitions apply:
 - (a) “Annual Service Plan” means the service plan under section 4 herein;
 - (b) “Appointed Financial Officer” means either the Financial Officer for the District, the City, or West Vancouver, whichever one has been appointed to act in this capacity by the District, the City, and West Vancouver, by mutual agreement in writing, and on the reference date of this Bylaw means the District’s Financial Officer;
 - (c) “Budget Submission” means the draft capital plan and draft operating financial plan prepared by the Director of NSEM based on the Annual Service Plan and approved by the NSEM Steering Committee in accordance with sub-section 5(f) and section 11;
 - (d) “Capital Plan” means the five year capital plan updated annually approved by the Council’s of the District, the City, and West Vancouver;
 - (e) “City” means the City of North Vancouver;
 - (f) “City CAO” means the City’s chief administrative officer;
 - (g) “Director of NSEM” means the person hired by NSEM as the director of NSEM;

- (h) “District” means the District of North Vancouver;
- (i) “District CAO” means the District’s chief administrative officer;
- (j) “Emergency Management Services” means those municipal and multijurisdictional emergency management activities, programs, and services as allowed for in EDMA, which include a Multijurisdictional Emergency and/or a Single Municipal Emergency, as provided in the approved NSEM budget from time to time, relating to the four phases of emergency management: the mitigation phase, the response phase (excluding response borrowing), the preparation phase, and the recovery phase (excluding recovery powers and recovery borrowing as set out in sections 118 and 119 of EDMA);
- (k) “NSEM Steering Committee” means persons duly appointed to the NSEM pursuant to the NSEM Establishing Bylaw 8791;
- (l) “Multijurisdictional Emergency” means a state that
 - (i) is the result of any of the following
 - (A) an event that:
 - (1) has occurred, is ongoing or appears imminent within at least two (2) of the three (3) Municipalities, and
 - (2) is caused by one (1) or more incidents, whether or not those incidents occur in the same location or at the same time, of accident, fire, explosion, technical failure, rioting, security threat, terrorist activity within the meaning of section 83.01 of the *Criminal Code*, force of nature or an incident prescribed under the *EDMA*;
 - (B) the presence, suspected presence, or imminent spread of a transmissible disease or an environmental toxin;
 - (C) an event prescribed by the EDMA or the suspected presence of prescribed circumstances; and
 - (ii) requires the prompt coordination of action, or the special regulation of persons or property, to protect:
 - (A) the health, safety, or well-being of persons, or
 - (B) the safety of property or objects or sites of heritage value.
- (m) “Municipal Emergency Response Plan” means a plan formulated by the municipalities setting out response procedures to be followed in the case of an emergency;
- (n) “North Shore Emergency Management Agreement” means the agreement between the District, the City, and West Vancouver as attached as Schedule A to Bylaw 9159;
- (o) “North Shore Emergency Management Plan” means an emergency management plan prepared, developed and maintained by NSEM in accordance with the Emergency and Disaster Management Act;
- (p) “NSEM” means North Shore Emergency Management;
- (q) “North Shore Emergency Operations Centre” (NSEOC) means the centralized facility located at 2nd floor, 147 E.14th St. North Vancouver, V7L 2N4 where Emergency Management Services will be implemented for Multijurisdictional Emergencies and as required for Single Municipal Emergencies.

- (r) “Operating Financial Plan” means the annual operating financial plan approved by the Councils of the District, the City, and West Vancouver;
- (s) “Single Municipal Emergency” means a state that
 - (i) is the result of any of the following
 - (A) an event that:
 - (1) has occurred, is ongoing or appears imminent within just one (1) of the three (3) Municipalities, and
 - (2) is caused by one (1) or more incidents, whether or not those incidents occur in the same location or at the same time, of accident, fire, explosion, technical failure, rioting, security threat, terrorist activity within the meaning of section 83.01 of the *Criminal Code*, force of nature or an incident prescribed under the *EDMA*;
 - (B) the presence, suspected presence, or imminent spread of a transmissible disease or an environmental toxin;
 - (C) an event prescribed by *EDMA* or the suspected presence of prescribed circumstances; and
 - (ii) requires the prompt coordination of action, or the special regulation of persons or property, to protect:
 - (A) the health, safety, or well-being of persons, or
 - (B) the safety of property or objects or sites of heritage value.
- (t) “West Vancouver” means the District of West Vancouver; and
- (u) “West Vancouver CAO” means West Vancouver’s municipal manager.

General Mandate

- 3. Pursuant to the North Shore Emergency Management Agreement, Council delegates to the NSEM the authority, on behalf of the City to plan, develop, evaluate, and jointly and seamlessly deliver, within the approved funding of any budget year, and in accordance with the terms, limitations and conditions set out in this Bylaw, an appropriate array of quality Emergency Management Services in the District, the City, and West Vancouver to meet the needs of said residents “General Mandate”. In carrying out this mandate, NSEM will act in the best interest of the District, the City, and West Vancouver along with the best interests of residents of the Municipalities.

Annual Service Plan

- 4. Subject to Steering Committee approval NSEM will on an annual basis formulate an Annual Service Plan for meeting its General Mandate, which plan will be used as the basis for the preparation of the draft Operating Financial Plan and the draft Capital Plan for the next budget year.

Specific Powers, Duties and Functions of NSEM

- 5. Council delegates to NSEM the following powers, duties and functions for the purpose of carrying out its General Mandate:
 - (a) hiring, remuneration and termination of persons in the capacity of Director of NSEM and Acting Director of NSEM through the Steering Committee (during periods of

extended absence by the Director of NSEM), provided that all decisions relating to hiring, remuneration and termination of the Director of NSEM and an acting director shall be made through a process, acceptable to the District, the City, and West Vancouver that involves the three (3) Municipalities' CAOs.

- (b) making decisions for delivery of Emergency Management Services in collaboration with the Municipalities;
- (c) setting policies under which NSEM Services will operate subject to NSEM Steering Committee input and approval along with Oversight Committee input;
- (d) developing and maintaining a North Shore Emergency Management Plan;
- (e) reporting to the Council of the District, the City, and West Vancouver two times annually on pertinent matters within the General Mandate or specific powers, duties and functions of NSEM; and
- (f) approve the Budget Submission as set out section 11.

Specific Powers, Duties and Functions of NSEM during a Single Municipal Emergency

6. Council delegates to NSEM the following powers, duties and functions for the purpose of carrying out its mandate during a Single Municipal Emergency:

- (a) In accordance with the impacted municipality's Municipal Emergency Response Plan:
 - (i) the municipality may require activation of the NSEOC and may require the Director of NSEM to act as EOC Director, a NSEM staff member to act as Liaison and other municipal staff in the EOC as required;
 - (ii) implementing all or part or all of the Municipal Emergency Response Plan and/or the North Shore Emergency Management Plan, and the Director of NSEM may exercise emergency instrument(s), extend them, and ultimately rescind such instruments; and
 - (iii) following a State of Local Emergency wherein NSEM has provided Emergency Management Services pursuant to section 6, the Director of NSEM will provide to the provincial administrator a final report on the declaration, and, if applicable, the local recovery period within the prescribed period of time.
- (b) Following consultation with the Director of NSEM, if in the opinion of the Mayor (or Acting Mayor) that the Single Municipal Emergency appears to imminently become a Multijurisdictional Emergency, the Mayor (or Acting Mayor) will instruct NSEM to begin discussions with the relevant Municipalities to determine if NSEM is to exercise its powers pursuant to section 7.

Specific Powers, Duties and Functions of NSEM during a Multijurisdictional Emergency

7. Council delegates to NSEM the following powers, duties and functions for the purpose of carrying out its mandate during a Multijurisdictional Emergency if it is an impacted municipality:

- (a) Delivering required Emergency Management Services in accordance with the

impacted municipality's Municipal Emergency Response Plan, including but not limited to:

- (i) activation of the NSEOC and may require the Director of NSEM to act as EOC Director, a NSEM staff member to act as Liaison and other municipal staff in the EOC as required;
- (ii) implementing in part or all the North Shore Emergency Management Plan and any relevant Municipal Emergency Response Plan;
- (iii) following a State of Local Emergency, the Director of NSEM will provide to the provincial administrator a final report on the declaration, and, if applicable, the local recovery period within the prescribed period of time; and/or
- (iv) If there is a conflict between the North Shore Emergency Management Plan and any relevant Municipal Emergency Response Plan, the North Shore Emergency Management Plan shall be presumed to prevail subject to agreement between the Municipalities' that it shall not.

Reasonable Use of Funds

8. NSEM may not make any expenditure that is not included for that year in the then-current Operating Financial Plan or Capital Plan approved by the three Councils, except that:
 - (a) NSEM may make a further expenditure so long as the expenditure is not expressly prohibited by or under the *Community Charter*, *EDMA*, or another Act and provided that the expenditure is approved in advance by the District Council, City Council, and West Vancouver Council, with an appropriate funding source identified;
 - (b) where revenues through successful grant applications exceed the amount budgeted in respect of an item in the Operating Financial Plan or where expenditures are less than budgeted in respect of an item in the Operating Financial Plan NSEM may re-allocate the excess revenue or the savings, as the case may be, to another item in the Operating Financial Plan as reasonably required so long as the reallocated funds are used for an authorized expenditure under the then-current Operating Financial Plan and so long as the reallocation is not prohibited by or under the *Community Charter*, *EDMA*, or another Act and is for the purposes of carrying out the General Mandate; and
 - (c) for the purposes of providing Emergency Management Services during a municipal or multijurisdictional emergency event, the Director of NSEM may make a related and reasonable emergency expenditure and upon conclusion of the emergency event will report such expenditure to the NSEM Steering Committee.

Liabilities

9. Except as set out in sub-section 12(j), NSEM will not incur or cause to be incurred liabilities or indebtedness without the prior written consent of the District, the City, and West Vancouver Financial Officers, which consent shall not be granted except as permitted by the provisions of the *Community Charter*. NSEM will not grant or cause to be granted any indemnities or releases without the prior written consent of the District, the City, and West Vancouver Financial Officers which consent shall not be granted except as permitted by the provisions of the *Community Charter*.

Budget Year

10. The budget year of NSEM is that of the District, the City, and West Vancouver.

Annual Budget

11. NSEM's annual budget for each calendar year shall be determined in accordance with the following procedure:
- (a) NSEM will formulate the Annual Service Plan as set out in section 4;
 - (b) the Director of NSEM will prepare, in accordance with subsection 12(c), the Budget Submission based on the Annual Service Plan formulated by NSEM;
 - (c) the NSEM Steering Committee will review the Budget Submission and will approve it if it is consistent with the Annual Service Plan and is otherwise acceptable;
 - (d) the Budget Submission, once approved by the NSEM Steering Committee, will be submitted into the Municipalities' financial planning processes in accordance with subsections 12(c) and 12(d); and
 - (e) the annual budget for each calendar year shall be the Budget Submission after it has been adjusted as required by the Municipalities in accordance with their financial planning processes and after it has been approved by the three municipal councils.

Other Powers, Duties and Functions of Director of NSEM

12. Subject always to the reporting requirements set out in section 14, the powers, duties and functions of the Director of NSEM are as follows:
- (a) supervise and manage the operation of NSEM within the general mandate given to NSEM and ensure that NSEM staff comply with the District's policies including but not limited to human resource policies;
 - (b) implement, oversee, administer and manage NSEM's decisions under subsection 5(b) and its policies under subsection 5(c);
 - (c) each year when required by the District, the City, and West Vancouver prepare and submit into the three (3) Municipalities' financial planning processes the Budget Submission consisting of:
 - (i) a draft Operating Financial Plan for the following budget year based on NSEM's Annual Service Plan in a form and in such detail as required and directed by the Appointed Financial Officer; and
 - (ii) a draft Capital Plan for the following five (5) budget years based on NSEM's Annual Service Plan and lifecycle replacement of assets in a form and in such detail as required and directed by the Appointed Financial Officer.
 - (d) make such adjustments to the Operating Financial Plan and Capital Plan as required by the three (3) Municipalities in accordance with their financial planning processes and in accordance with the North Shore Emergency Management Agreement;

- (e) report quarterly to the Steering Committee on NSEM expenditures, revenues, capital, operating projects, grants funded projects and progress on annual workplan deliverables;
- (f) As requested, preparing, reviewing and maintaining, in conjunction with the staff of the City, the District, and West Vancouver, their municipal-specific emergency response plans and the North Shore Emergency Management Plan;
- (g) preparing, conducting and reporting to the Steering Committee on emergency management plan exercises including the North Shore Emergency Management Plan;
- (h) assessing the general state of emergency preparedness within the City, the District, and West Vancouver and reporting thereon to the Steering Committee;
- (i) prepare annually, a five (5) year operating financial model and a ten (10) year capital financial model;
- (j) enter into agreements or contracts with third parties provided that:
 - (i) all expenditures associated with the agreement or contract are included in the approved budget;
 - (ii) the agreement complies with all requirements and limitations set out in the *Community Charter, Local Government Act, and EDMA*;
 - (iii) the prior approval of any expenditure in excess of \$250,000 by the District's general manager as set out in the District's Levels for Purchasing Approval Authority Limit and as referred to in Section 14(a) below along with the Steering Committee;
 - (iv) the agreement is not for more than five (5) years or for a period that could exceed five (5) years by exercising rights of renewal or extension; subject to compliance with all requirements and limitations set out in the *Community Charter, the Local Government Act, and EDMA*;
 - (v) where applicable, the activity or program is supported by the Annual Service Plan; and
 - (vi) all required permits and insurance requirements are met.
- (k) negotiate, supervise and manage the agreements and contracts set out in sub-section 12(j);
- (l) In alignment with the District's human resource policies, hire, direct, determine compensation of, discipline and discharge such employees as are necessary for the administration, operation, maintenance and supervision of the Emergency Management Services delivered therein and for effectively carrying out the powers duties and functions of NSEM;

- (m) comply with directions of the Appointed Financial Officer with respect to matters relating to financial administration and operate within the set Annual Budget and establish the following:
 - (i) internal controls for financial management including tracking funds and appropriately documenting records, receipts, and invoices for all expenses incurred during Single Municipal Emergencies and Multijurisdictional Emergencies; and
 - (ii) process to obtain prior approval from the designated District general manager for staff overtime and to track overtime changed to Emergency Management BC (“EMBC”).
- (n) ensure, in respect of the provision of the Emergency Management Services and the fulfillment of all powers, duties and functions set out in this Bylaw, that:
 - (i) proper policies and procedures are in place to safeguard assets;
 - (ii) all financial transactions comply with the requirements and conditions set out in this Bylaw;
 - (iii) complete and accurate records are kept and are available at all times for review by the three (3) municipal Financial Officers or by authorized third parties such as external auditors;
 - (iv) NSEM comply with all pertinent Emergency Management BC (“EMBC”) policies for all EMBC authorized activities;
 - (v) endeavor to obtain EMBC pre-approval of continuing evacuee living assistance if an evacuation order extends beyond seventy-two hours
- (o) act as a general professional resource for the Municipalities and as a director of EOC as needed;
- (p) develop and maintain the North Shore Emergency Management Plan;
- (q) work with the Municipalities to ensure that the North Shore Emergency Management Plan is compatible with the Municipal Emergency Response Plan(s); and
- (r) communicate and consult with the Oversight Committee on all matters relating to the exercise of the powers, duties and functions of the Director of NSEM in accordance with procedures established by the Municipalities from time to time.

Insurance

13. The Director of NSEM working with the City will obtain and maintain satisfactory levels of insurance for all liability perils, including
 - (a) at a level recommended by the three (3) municipal Financial Officers, but in any case not less than \$10,000,000 per event of public liability in respect of programs operated or sponsored by NSEM; and

- (b) replacement cost and property damage insurance for the NSEM portion of the Garry Brewer Building depicted on the attached Plan which is attached as Schedule A to this Bylaw, and equipment, vehicles, goods, chattels, monies and securities in the care, custody and control of NSEM;

and copies of all insurance policies and changes thereto will be provided to the three (3) municipal Financial Officers.

Reporting Requirements of the Director of NSEM

- 14. The Director of NSEM shall report to and take direction from:
 - (a) the designated general manager from the District on day-to-day matters including those referred to in subsections 12(a), 12(c), and subsections 12(j) to (l), provided that such direction provided to the Director remains subject to the Steering Committee as set out in subsection 14(b) immediately below;
 - (b) the NSEM Steering Committee on all matters referred to in section 5, section 7 and in subsections 12(a) to (c), subsections 12(e) to (l), and subsections (o) to (q);
 - (c) the Appointed Financial Officer on all matters referred to in sub-section 12(d) and sub-sections 12(m) to (n) and section 13; and
 - (d) the Oversight Committee on all matters referred to in subsection 12(r).

These reporting requirements do not in any way diminish the duty of the Director of NSEM to advise and keep informed the NSEM Steering Committee of all appropriate matters regarding Emergency Management Services.

North Shore Emergency Management Agreement

- 15. NSEM is subject always to the rules relating to composition, member qualifications, conflicts, organization, procedure and financial oversight set out in the North Shore Emergency Management Agreement as may be amended from time to time by the Municipalities. The North Shore Emergency Management Agreement governs in the event of any inconsistency or perceived inconsistency between any provision in that Agreement and any provision in this Bylaw.

Audit

- 16. The three Municipalities will be responsible for any and all audits involving NSEM. The Steering Committee and the Director of NSEM will cooperate fully with any auditor appointed by the District, the City, or West Vancouver, or by two or all of them, or by the Appointed Financial Officer.

Severability

17. If any section or portion of this Bylaw is held to be invalid by a decision of a court of competent jurisdiction, such invalid section or portion shall be severed from the remainder of the Bylaw and shall not affect the validity of the remaining portions of the Bylaw.

READ a first time on the <> day of <>, 20<>.

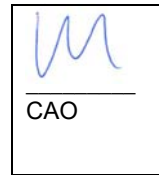
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ADOPTED on the <> day of <>, 20<>.

MAYOR

CORPORATE OFFICER



The Corporation of **THE CITY OF NORTH VANCOUVER**
FINANCE & ECONOMIC DEVELOPMENT DEPARTMENT

REPORT

To: Mayor Linda Buchanan and Members of Council

From: Larry Sawrenko, Chief Financial Officer

Subject: 2026 PROPERTY TAX RATE DISTRIBUTION OPTIONS

Date: March 11, 2026 File No: 05-1970-05-0005/2026

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 March 11, 2026, entitled “2026 Property Tax Rate Distribution Options”:

THAT an across-the-board 2026 Property Tax Rate Distribution be endorsed.

BACKGROUND

The purpose of this report is to discuss the distribution of the City of North Vancouver’s (“CNV”) 2026 tax rate distribution among property classes.

The *Community Charter* requires the preparation and adoption of a Tax Rates Bylaw after adoption of the Financial Plan but before May 15 each year. The property tax rates are set each year to enable CNV to collect the tax that is required in the Financial Plan. At the February 2, 2026 Regular Council Meeting, Council adopted “Financial Plan for the Years 2026 to 2030 Bylaw, 2026, No. 9149”.

How Property Taxes Are Calculated

CNV uses a 4-step process to calculate property tax rates, referred to as the conventional method.

1. The first step is to calculate the base tax rate for each class. The base tax rate is the tax rate required to collect the same tax dollars from the same pool of properties as the prior year. This process adjusts the tax rate for market

fluctuations. For instance, if the assessed values rise, then the tax rate to collect the same level of taxes decreases accordingly.

2. CNV then applies the base tax rate to the ‘growth’ component of the roll to determine the taxes available from the assessed value new to the roll. This estimate of new taxes then becomes a new source of funds for the Financial Plan.
3. The recommended Financial Plan is then presented to Council, with explanations for any recommended tax increases. Once Council has endorsed CNV’s Financial Plan and any tax rate increase, this endorsed tax rate increase is then used to recalculate the tax rates by property class.
4. A final step is consideration of tax shifting. Options in this regard are typically presented to Council and, if a shifting option is adopted, rates are adjusted to reflect the selected shift.

An illustrative example calculation for the Residential Class is shown below:

2025			2026			
A	B	C=A/1,000 x B	D	E	F=D-E	G= C/Fx1,000
Assessed Value (\$)	Tax Rate (\$ per \$000)	Tax Levy (\$)	Assessed Value (\$)	Growth (\$)	Value W/O Growth (\$)	Tax Rate (\$ per \$000)
28,514,810,731	1.77100	50,499,730	27,962,790,531	453,680,700	27,509,109,831	1.83575

Assuming no tax increase, the above calculations illustrate how the Residential Class tax rate would increase from 1.77100 to 1.83575 to account for the market decrease in assessed values, excluding current year growth. Assuming all other variables constant, if a rate increase of 2.92% were applied to this new rate of 1.83575, the tax rate for the Residential Class would be about 1.88935 per \$1,000 of assessment in 2026 [1.83575*(1+2.92%)].

It is the goal of CNV’s Long Term Property Tax Strategy that the:

- Business and Other (“Business”) Tax Rate be equalized with the Light Industry Tax Rate; and
- Business/Light Industry to Residential tax rate ratio be at or below the median for the region.

Step 4 in CNV’s property tax methodology is there to enable consideration of tax shifting as needed to help CNV achieve the goals outlined in the Long Term Property Tax Strategy above.

Residential Class (Class 1) Assessment Breakdown

Within the Residential Class assessments are based on varied uses on properties such as parking, accessory dwellings, and primary dwellings. Taxable assessed values range

from \$10K for a parking spot, to approximately \$140M for a high-rise tower. Total 2026 initial assessed values, based on the completed roll, in this class are \$28B, a decrease of \$550M vs. 2025 values (1.9% decrease).

Business and Other Class (Class 6) Assessment Breakdown

Within the Business and Other property class, there is also a great deal of variation based on uses of the properties. Taxable assessed values range from \$2K for a road, to approximately \$100M for a shopping mall. Total 2026 initial assessed values, based on the completed roll, in this class are \$4.4B, a decrease of \$220M vs. 2025 values (4.8% decrease).

Tax Shifting within a Class

Even if there were no tax increases, the amount of taxes paid by each property would usually change as a result of the change in the assessed value of a property. That is, properties with assessment increases in excess of the average increase of the property class would see their tax bill increase, while properties with an assessment increase lower than the average would see a reduction of the amount of tax owed. It is important to note that such shifts are the result of market fluctuations and changes in the assessment roll. As legislation only allows for a single tax rate per class, it is not possible for steps to be taken to mitigate these shifts.

Business to Residential Tax Rate Ratio

The following table compares the ratio of Business Class to Residential Class 2025 tax rates for a representative group of lower mainland municipalities.

Average 2025 Tax Ratio			
Municipality	Business Class Tax Rate (Mill Rate)	Residential Class Tax Rate (Mill Rate)	Ratio of Business to Residential Class
West Vancouver	3.55	1.72	2.06
Richmond	3.86	1.76	2.19
Surrey	3.90	1.68	2.32
District of North Vancouver	4.80	1.71	2.80
New Westminster	8.55	2.82	3.04
City of North Vancouver	6.04	1.90	3.18
Burnaby	5.39	1.56	3.46
Vancouver	6.35	1.82	3.50
Coquitlam	7.38	2.08	3.54
Median	5.39	1.76	3.04

Source – Province of BC (2025 Local Gov't Data Entry Forms, Schedule 702)

CNV's ratio has been near the regional median for the past few years.

DISCUSSION

Should tax shifting be considered, the approved increase would be allocated differently between the residential and non-residential classes, as demonstrated in the Property Tax Distribution Options section below.

Property Tax Distribution Options

Options for the distribution of the 2026 general municipal tax rate increase are presented below. These options have been calculated based on the BC Assessment Completed Roll. The same amount of taxes are collected under each option.

OPTION 1: Across-the-Board Tax Rate Distribution – RECOMMENDED

This option would apply the tax increase evenly over all the available property classes, with the exception of Utilities (Class 2) and Major Industry (Class 4), which are mostly capped by provincial legislation. Under this option, the rate for all Major Industry properties is capped.

The calculation below is based on a tax rate increase of 2.92%. The municipal tax impact under Option 1 on the Residential and Business and Other Class is the following:

Avg Property Tax per Roll	2025	2026	\$ Change
Residential Property Class	2,571	2,646	75
Business and Other Property Class	19,051	19,607	556

Under Option 1, the ratio of the Business Class to Residential Class tax rates increases from 3.18 in 2025 to 3.26 in 2026. While the Residential and Business and Other classes both experienced declines in year-over-year assessment values as noted above, the residential property class (with a 1.9% decrease in value) had a lower decline than the Business and Other Class (with a 4.8% decrease in value), which together causes an increase in the ratio.

OPTION 2: Tax Shift to Residential

Option 2 is based on moving the Business to Residential tax rate ratio exactly to the 2025 regional median ratio of 3.04. This option results in a 2026 tax rate decrease of 1.80% for the Business & Light Industry Classes, versus an increase of 2.92% for these classes under Option 1. The 2026 tax rate increase for Residential Class under this option would increase from 2.92% to 5.50%.

The calculation below is based on a tax rate increase of 2.92%. The municipal tax impact under Option 2 is the following:

Avg Property Tax per Roll	2025	2026	\$ Change
Residential Property Class	2,571	2,712	141
Business and Other Property Class	19,051	18,707	(344)

Option Summary

A summary of the above options is as follows:

(\$000s)	Taxes 2025	Option 1 2026	Option 2 2026
Residential Property Class (Avg)	2,571	2,646	2,712
Business and Other Property Class (Avg)	19,051	19,607	18,707
Business/Residential Ratio	3.18	3.26	3.04

Staff Recommendation

Staff have considered the following when developing the recommended option:

1. **Business/Residential Ratio** – The practice of shifting all or part of the approved tax rate increase was initiated as a strategy for CNV to meet the goal of the Long-Term Property Tax Strategy of having a business/residential ratio at the regional median. Both option 1 and option 2 leave the City’s ratio close to the 2025 median.

2. **Neutrality** – The percentage tax increases applied to each property class is in alignment with the percentage increase communicated through the public input period and discussion in open Council meetings, and treats each class as consistently as possible.

3. **Consistency/Predictability** – An across-the-board distribution option is consistent with Council’s decisions over the last few years, and reduces uncertainty at a volatile economic time for the City’s residents and businesses.

4. **Combined Taxes and Utilities** – The average amount paid by City of North Vancouver residential property owners in combined municipal taxes and utilities in comparison to others in the region should also be considered. The following table provides a summary of the 2025 combined tax and utility charges for a representative single dwelling unit in the region comparing CNV to the same municipalities CNV typically uses as financial comparators and shows that the CNV’s rates are at the median.

2025 Representative Dwelling (\$)			
Municipality	Municipal Taxes	Municipal Utilities	TOTAL
West Vancouver	6,338	2,920	9,258
New Westminster	4,615	4,393	9,008
Vancouver	4,861	2,468	7,329
District of North Vancouver	3,895	2,393	6,288
City of North Vancouver	4,001	1,753	5,754
Richmond	3,611	2,075	5,686
Coquitlam	3,728	1,710	5,438
Surrey	2,872	1,650	4,522
Burnaby	3,358	888	4,246

Source – Province of BC (2025 Local Government Data Entry Schedule 704)

Staff is therefore recommending **Option 1 (Across-the-Board Tax Rate Distribution)** for Council consideration. This option keeps the Business to Residential Ratio near the regional median, is a neutral and predictable approach, and keeps the combined municipal tax and utility levels for the representative dwelling in the region competitive.

Next Steps

Pending Council's consideration, staff will bring forward a 2026 Tax Rate Bylaw to a Council Meeting in advance of the May 15th Provincial deadline.

FINANCIAL IMPLICATIONS

Financial implications are discussed throughout the report.

INTER-DEPARTMENTAL IMPLICATIONS

This report was reviewed with CNV's Economic Development Division.

STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS




The tax distribution recommended by staff in this report is based on the objectives of CNV's 2008 Long Term Property Tax Strategy. Staff began work in late 2024 to review the current tax strategy. Phase 1 is to review the current state of CNV's property tax structure, reviewing key metrics and best practices. Staff provided a Council Information Report on October 8, 2025. Next phases included an update to the model and public consultation.

RESPECTFULLY SUBMITTED:



Larry Sawrenko
Chief Financial Officer



 Director	 General Manager	 CAO
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The Corporation of **THE CITY OF NORTH VANCOUVER**
PLANNING, DEVELOPMENT AND REAL ESTATE DEPARTMENT

REPORT

To: Mayor Linda Buchanan and Members of Council

From: Daniella Fergusson, Manager, City Design and Planning

Subject: METRO VANCOUVER SOUTH OF THE FRASER MAYORS' REQUEST

Date: March 23, 2026 File No: 13-6500-01-0001/2026

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

RECOMMENDATION

PURSUANT to the report of the Manager, City Design and Planning, dated March 23, 2026, entitled "Metro Vancouver South of the Fraser Mayors' Request":

THAT staff be directed to respond to Metro Vancouver's correspondence, dated January 20, 2026, titled, "Consultation of Proposed *Metro 2050* Amendment Options in Response to South of the Fraser Mayors' Request" outlining the need for additional information, as outlined in the "Proposed Response";

AND THAT a copy of the correspondence to Metro Vancouver be distributed to Council.

ATTACHMENTS

1. Letter from Mayors of Surrey, the Township of Langley, and Delta titled "Re: Urban Containment Boundary – Urgent Need for Policy Reform" dated June 19, 2025 (CityDocs [2791327](#))
2. Letter from Metro Vancouver titled "Consultation on Proposed *Metro 2050* Amendment Options in Response to South of the Fraser Mayors' Request" dated January 20, 2026 (CityDocs [2768055](#))

SUMMARY

In June 2025, the Mayors of the City of Surrey, the Township of Langley, and the Corporation of Delta wrote to the Metro Vancouver Regional District (MVRD) Board Chair to request that Metro Vancouver consider ways for the *Metro 2050* Regional

Growth Strategy to better respond to the needs of the rapidly growing South of the Fraser communities. Metro Vancouver staff have reviewed the request, prepared options, and are seeking feedback from member municipalities to inform their recommendation to the MVRD Board. This report seeks Council's direction to respond to Metro Vancouver staff.

BACKGROUND

Metro 2050 is an integrated land use and transportation plan for managing population and job growth in the Metro Vancouver region. *Metro 2050* was adopted in February 2023 by all municipalities in the region, the TransLink Board, Boards of adjacent regional districts, and the Metro Vancouver Board. *Metro 2050* is also used to inform regional transit, water, and sewer capital planning. Further, municipalities in the region are required to include a "regional context statement" in their Official Community Plans to explain how the Official Community Plans support the goals, targets, and policies in *Metro 2050*.

On June 19, 2025, the Mayors of the City of Surrey, the Township of Langley, and the Corporation of Delta wrote to the Metro Vancouver Regional District (MVRD) Board Chair to express concern over the *Metro 2050* framework (Attachment 1). Specifically, they wrote that the framework is "...obstructing our collective ability to plan for and deliver the housing, employment land and critical services our rapidly growing South of the Fraser communities require".

The Mayors requested the following:

1. Redefine and modernize the Urban Containment Boundary (UCB) to allow contiguous extensions,
2. Re-classify qualifying UCB expansions as Type 3 amendments, and
3. Introduce a streamlined "minor realignment" allowance process.

The MVRD Board directed staff in July 2025 to develop options that would respond to the request. In November 2025, Metro Vancouver staff provided four potential amendment options to the MVRD Board, and the Board directed staff to begin pre-engagement on the four options. In January 2026, Metro Vancouver sent consultation letters to affected local governments seeking feedback and offering Council engagement (Attachment 2). This correspondence was circulated in the January 23, 2026 Information Package.

In February, Metro Vancouver staff followed up with City staff and other members of the staff-level Regional Planning Advisory Committee to request a response. One municipality has requested that the engagement period be extended to April 24, 2026 to allow for a more fulsome consideration of the proposed *Metro 2050* amendment options.

DISCUSSION

Metro 2050 is intended to be a stable 30-year vision. Recognizing that the plan may need to be changed from time to time, it has a built-in amendment process. Through

that process, three types of amendments to *Metro 2050* are possible and they have differing approval thresholds depending on the level of regional significance the change would have. The most significant type of amendment is a "Type 1".

- A Type 1 amendment requires an affirmative 50% + 1 weighted vote of the MVRD Board and unanimous endorsement from all affected local governments. This is the same threshold that was required to adopt *Metro 2050*.
- A Type 2 amendment requires a two-thirds weighted vote of the MVRD Board.
- A Type 3 amendment requires an affirmative 50% + 1 weighted vote of the MVRD Board.

The amendment process is set up this way so that all member municipalities can discuss the regional implications of a proposed land use change. Issues include the impact of a proposed change on:

- Water, sewage, and drainage capacity, capital planning, and operational requirements;
- The supply and quality of industrial, conservation/natural, and agricultural lands;
- The supply of residential and employment lands and how those lands contribute to the region's estimated growth in population, housing, and jobs; and,
- The regional transportation network, including the Major Road Network, transit provision, and truck routes.

The Urban Containment Boundary (UCB) is intended to support the efficient provision and operation of transportation and utility infrastructure by constraining development to more urban areas. The UCB was established in 1996 (*Livable Region Strategic Plan*), reaffirmed in 2011 (*Metro 2040*), and maintained in 2023 (*Metro 2050*). The South of the Fraser Mayors' request is asking to change the nature of regional policy that has been in place for 30 years.

Meeting the South of the Fraser Mayors' request will require an amendment to *Metro 2050*. A Type 1 amendment would be required to relax the process of amending *Metro 2050* for qualifying UCB expansions or to develop a streamlined minor amendments process. It could be possible to make a Type 3 amendment to *Metro 2050* to partially meet the requests, such as introducing new special study areas or expanding a flexibility clause that allows municipalities to make minor land use changes without involving Metro Vancouver. However, these tools are largely legacy tools from prior regional growth strategies that had been anticipated to phase out over time.

IMPLICATIONS

Currently staff do not have enough information to fully understand the potential implications of the proposed options on the City of North Vancouver. It is not clear how much land the South of the Fraser Mayors would like to see included in the UCB or what land use changes could occur. As a result, the potential impact of the changes on regional development cost charges (DCCs) to service areas not contemplated for regional services is unknown.

PROPOSED RESPONSE

If directed by Council, staff will respond to Metro Vancouver staff with the following:

The City of North Vancouver supports *Metro 2050's* goals to develop our region through compact urban areas and complete communities that protect important lands for conservation, recreation, agriculture, industry, and rural uses. The City does not have enough information at this time to understand the potential implications of amending *Metro 2050* to facilitate urban development in communities south of the Fraser River and is concerned about the potential of increased regional servicing costs and the financial burden that may be borne by the City under the current cost apportionment framework. Recognizing that *Metro 2050* required three years to prepare with numerous studies and significant community and local government engagement, the City would look forward to discussing potential changes to the Urban Containment Boundary during a future process to develop an updated Regional Growth Strategy. That way, the potential impact of changes on regional population, housing, jobs, natural systems, tree canopy, climate action, transportation networks and associated infrastructure costs can be more fully understood.

RESPECTFULLY SUBMITTED:



Daniella Fergusson
Manager, City Design and Planning



June 19, 2025

Via E-mail

Mayor Mike Hurley
 Chair, Metro Vancouver Board of Directors
 Metrotower III, 4515 Central Boulevard
 Burnaby BC V5H 0C6

Dear Chair Hurley and Members of the Board:

Re: Urban Containment Boundary – Urgent Need for Policy Reform

The Mayors of Surrey, the Township of Langley, and Delta jointly write to advise the Metro Vancouver Regional District to express a unified concern over the Metro 2050 framework, as currently written and administered, is obstructing our collective ability to plan for and deliver the housing, employment land and critical services our rapidly growing South-of-the-Fraser communities require.

Our communities are facing increased challenges due to the current policies and administrative process governing the Urban Containment Boundary (UCB) as outlined in the Regional Growth Strategy (RGS).

Accordingly, we expect the Board to direct staff to draft amendments that will:

1. **Redefine and modernize the UCB.** Policy language must allow contiguous UCB extensions that:
 - are outside the Agricultural Land Reserve and ecologically sensitive areas;
 - can be serviced with existing or committed infrastructure; and
 - support compact, transit-oriented, complete communities.
2. **Re-classify qualifying UCB expansions as Type 3 amendments.** The process for expending or adjusting the UCB through a Type 2 or Type 3 amendment under the RGS is burdensome, time-consuming, and often lacks transparency or consistency in interpretation. The ambiguity surrounding what qualifies as a Type 2 versus Type 3 amendment has led to unnecessary delays and uncertainty for both the municipalities and the development community. Therefore, we propose extensions meeting the above criteria—or located within Special Study Areas—should proceed as Type 3 amendments, subject to a simple majority (50% + 1) weighted vote, rather than the current two-thirds super-majority required for Type 2 amendments.
3. **Introduce a streamlined “minor realignment” allowance.** The municipalities should be granted more authority to make UCB changes that are consistent with their Official Community Plans and that align with regional objectives. Including, Site-specific UCB adjustments that do not compromise regional objectives, with notification to Metro Vancouver in lieu of a full amendment process.

South-of-the-Fraser municipalities will accommodate the largest share of the region's future population and job growth—yet only a fraction of developable lands lie within the existing UCB. The status quo is untenable; persisting with it will deepen the region's housing shortage, constrain industrial expansion, and undermine transportation investments.

We recognize the importance of a coordinated regional approach and remain committed to working with Metro Vancouver and our regional partners. However, this commitment must be balanced with a system that is adaptive, equitable, and supports the practical realities of a fast-growing communities.

We call on Metro Vancouver to initiate a formal review of the UCB amendment process and the Regional Growth Strategy to address the concerns of the South of the Fraser municipalities. We are prepared to contribute staff expertise, data, and policy insights to assist in this necessary review.

We therefore request the following immediate actions:

Staff direction: That Metro Vancouver staff report back with draft text amendments and a revised amendment classification table by September 30 2025.

Committee delegation: That representatives of our four municipalities be invited to present the technical basis for these changes at the next meeting of the Regional Planning Committee.

Voting fairness: That the Board commit, in advance, to treating any qualifying UCB expansion as a Type 3 amendment, effective immediately.

Failure to address these issues promptly will compel our municipalities to explore every legislative and intergovernmental avenue available to secure the flexibility our residents and businesses deserve.

We look forward to your prompt confirmation that Metro Vancouver will proceed as outlined above.

Sincerely,



Mayor Brenda Locke,
City of Surrey



Mayor Eric Woodward,
Township of Langley



Mayor George V. Harvie,
City of Delta

cc: Mayor John McEwen, Vice-Chair, Metro Vancouver Board
Chief Administrative Officers – South of the Fraser Municipalities
Regional Planning Advisory Committee

Office of the Chair
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Mayor Linda Buchanan and Council
 City of North Vancouver
 141 West 14th Street
 North Vancouver, BC V7M 1H9
VIA EMAIL: citycouncil@cnv.org

Dear Mayor Linda Buchanan and Council:

**Consultation on Proposed *Metro 2050* Amendment Options
 in Response to South of the Fraser Mayors' Request**

On November 28, 2025, the Metro Vancouver Regional District (MVRD) Board of Directors directed staff to initiate consultation on potential amendments to *Metro 2050*, the Regional Growth Strategy, in response to a letter to the Board Chair from three South of the Fraser Mayors. These municipalities have expressed that the current amendment framework is limiting their ability to accommodate the region's growing demand for housing, employment lands, and essential services.

In June 2025, the mayors of Surrey, Langley Township, and Delta submitted a joint letter outlining policy changes they believe are necessary to better support growth and development south of the Fraser. Informed by this request and subsequent discussions with municipal staff and the MVRD Board, Metro Vancouver has developed four amendment options for consideration. These options focus on improving flexibility for making adjustments to the Urban Containment Boundary and streamlining the amendment process while maintaining the integrity of regional growth management objectives.

The proposed amendment options are:

- 1. Type 3 amendment: Add new Special Study Areas in the requesting municipalities.**
 Currently, *Metro 2050* does not allow the addition of new Special Study Areas (SSAs). SSAs are designated locations where future regional land use changes are anticipated but require further study before an amendment can proceed. This amendment would allow Surrey, Langley Township, and Delta to identify a limited number of new SSAs for inclusion in *Metro 2050*, enabling future land use changes in these areas to be considered under a lower voting threshold.

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2. **Type 1 amendment: Re-Classify amendments to lands with a Rural regional land use designation from Type 2 to Type 3 amendments.**
Lower the voting threshold for designation changes from Rural to Industrial, Employment, or General Urban.
3. **Type 1 amendment: Expand amendment opportunities for properties adjacent to the Urban Containment Boundary.**
Lower the voting threshold for changes from Agricultural or Rural to General Urban or Employment, provided that the sites (a) are contiguous with the Urban Containment Boundary; (b) are outside the Agricultural Land Reserve and ecologically sensitive areas; (c) can be serviced with existing or committed infrastructure; and (d) support compact, transit-oriented, complete communities.
4. **Type 3 amendment: Expand use of the flexibility clause (6.2.7) for properties adjacent to the Urban Containment Boundary.**
Allow regional land use designations on sites contiguous to the Urban Containment Boundary to be changed without a *Metro 2050* amendment, if the change satisfies criteria outlined in the current flexibility clause (i.e. site size and cumulative usage).

Under *Metro 2050*, Type 1 amendments require a 50%+1 weighted vote of the MVRD Board plus unanimous acceptance by all affected local governments to pass. Type 3 amendments require a 50%+1 weighted vote of the MVRD Board to pass after an opportunity for comment from all affected local governments. More details about these amendment types is contained in Part F of *Metro 2050* ([Implementation](#)) and in the [Regional Growth Strategy Amendments Implementation Guide](#).

The MVRD Board cannot give initial readings to a *Metro 2050* amendment bylaw that affects local governments without first consulting with them. As an agency with a statutory role in the Regional Growth Strategy amendment process, we are seeking your feedback on these options, as detailed in the enclosed staff report. At this stage, we are not requesting formal consideration of any bylaw; all feedback received through this consultation will be summarized and provided directly to the Metro Vancouver Regional District Board when it considers the initial readings of any draft *Metro 2050* amendment bylaws. If the MVRD Board grants initial readings to any bylaw at that meeting, a formal referral and comment period of at least 60 days will be initiated.

To meet this timeline, we request that you provide any comments by **March 20, 2026**. Staff would be pleased to meet with your staff or present to your Council or Board to discuss the proposed options in more detail. To arrange this, or should you have any questions, please contact Jonathan Cote, Deputy General Manager, Regional Planning and Housing Development, Regional Planning and Housing Services, by phone at 604-432-6391 or by email at jonathan.cote@metrovancouver.org.

Thank you for your attention to this matter and for your continued collaboration in shaping the region's growth.

Enclosed is a copy of the aforementioned staff report for your reference.

Yours sincerely,



Mike Hurley
Chair, Metro Vancouver Boards

MH/JC/ms

cc: Leanne McCarthy, Chief Administrative Officer, City of North Vancouver
Amelia Cifarelli, Corporate Officer, City of North Vancouver
Jerry Dobrovolny, Commissioner/Chief Administrative Officer, Metro Vancouver
Heather McNell, Deputy Chief Administrative Officer, Policy and Planning, Metro Vancouver

Encl: [MVRD Board Report dated November 14, 2025, titled "Proposed Metro 2050 Amendment in Response to South of the Fraser Mayors' Request" \(pg. 407\)](#)

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