



**AGENDA FOR THE REGULAR MEETING OF COUNCIL TO
COMMENCE AT 6:00 PM, IN THE COUNCIL CHAMBER, CITY
HALL, 141 WEST 14TH STREET, NORTH VANCOUVER, BC, ON
MONDAY, JUNE 25, 2018.**

**MONDAY, JUNE 25, 2018
COUNCIL MEETING – 6:00 PM**

“LIVE” BROADCAST VIA CITY WEB SITE www.cnv.org

CALL TO ORDER

APPROVAL OF AGENDA

1. Regular Council Meeting Agenda, June 25, 2018.

ADOPTION OF MINUTES

2. Regular Council Meeting Minutes, June 11, 2018.
3. Regular Council Meeting Minutes, June 18, 2018.

PUBLIC INPUT PERIOD

The Public Input Period is addressed in sections 12.20 to 12.28 of “Council Procedure Bylaw, 2015, No. 8500.”

The time allotted for each speaker appearing before Council during the Public Input Period is two minutes, with the number of speakers set at five persons. Speakers’ presentations will be audio and video recorded, as well as live-streamed on the Internet, and will form part of the public record.

To make a submission to Council during the Public Input Period, a person must complete the paper Public Input Period sign-up form at City Hall prior to the Regular Council Meeting. A person who fails to complete, or only partially completes, the Public Input Period sign-up form will not be permitted to make submissions to Council during the Public Input Period. The sign-up sheet will be available on the table in the lobby outside the Council Chamber from 5:30 pm until 5:55 pm on the night of the Council meeting.

When appearing before Council, speakers are requested to state their name and address for the record. Speakers may display materials on the document camera at the podium in the Council Chamber and provide written materials to the City Clerk for distribution to Council, only if these materials have been provided to the City Clerk by 4:00 pm on the date of the meeting.

The Public Input Period provides an opportunity for input only, without the expectation of response from Council, and places the speaker’s concern on the record.

Speakers must comply with the General Rules of Conduct set out in section 5.1 of “Council Procedure Bylaw, 2015, No. 8500” and may not speak with respect to items as set out in section 12.25(2).

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

Please address the Mayor as “Mayor Mussatto” or “Your Worship” and address Councillors as “Councillor, followed by their surname.”

CITY CLERK'S RECOMMENDATION:

THAT Council recess to the Committee of the Whole, Closed session, pursuant to Sections 90(1)(i) and 2(b) of the *Community Charter*.

Sections 89, 90 and 92 of the *Community Charter* are listed in their entirety within this agenda package.

REPORT OF THE COMMITTEE OF THE WHOLE (CLOSED SESSION)

CONSENT AGENDA

The following Items *4, *5, *6, *7 and *8 (see Agenda pages 2, 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

BYLAW – ADOPTION

- *4. "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2018, No. 8638"
(T.J. McGuire and C.T. Mollard, Studio 531 Architects Inc., 1005 West 23rd
Street, CD-704)

RECOMMENDATION:

THAT "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2018, No. 8638"
(T.J. McGuire and C.T. Mollard, Studio 531 Architects Inc., 1005 West 23rd
Street, CD-704) be adopted, signed by the Mayor and City Clerk and affixed with
the corporate seal.

CONSENT AGENDA – Continued

REPORTS OF COMMITTEES, COUNCIL REPRESENTATIVES AND STAFF

***5. Recommended Museum Deaccessions #12 – File: 15-7930-01-0001/2018**

Report: Director, North Vancouver Museum and Archives, June 7, 2018

RECOMMENDATION:

PURSUANT to the report of the Director, North Vancouver Museum and Archives, dated June 7, 2018, entitled “Recommended Museum Deaccessions #12”:

THAT Council authorize the North Vancouver Museum and Archives (NVMA) Commission to deaccession and dispose of 1,019 artifacts owned solely by the City of North Vancouver;

THAT Council authorize the NVMA Commission to deaccession and dispose of 7 artifacts owned jointly by the City and the District of North Vancouver;

THAT Council authorize the NVMA Commission to dispose of 191 unaccessioned objects that have been found in the Museum Collection and are owned jointly by the City and the District of North Vancouver;

AND THAT all proceeds from the sale of deaccessioned materials be deposited in a Special Purpose Fund for the NVMA Commission’s use in maintaining the Museum and Archives collections and acquiring new items to augment the collections.

***6. Municipal Approving Officer Appointment – File: 01-0110-01-0001/2018**

Report: Director, Community Services, June 19, 2018

RECOMMENDATION:

PURSUANT to the report of the Director, Community Services, dated June 19, 2018, entitled “Municipal Approving Officer Appointment”:

THAT Matthew Holm be appointed as a Municipal Approving Officer in accordance with the *Land Title Act*, until employment with the City ceases.

CONSENT AGENDA – Continued

REPORTS OF COMMITTEES, COUNCIL REPRESENTATIVES AND STAFF – Continued

***7. Statutory Report Required Under Bill 27 – File: 05-1610-01-0001/2018**

Report: Director, Finance, June 20, 2018

RECOMMENDATION:

PURSUANT to the report of the Director, Finance, dated June 20, 2018, entitled “Statutory Report Required Under Bill 27”:

THAT this report be received and filed.

***8. 2017 Statement of Financial Information (SOFI) – File: 05-1880-20-0008/2017**

Report: Manager, Accounting and Reporting, June 20, 2018

RECOMMENDATION:

PURSUANT to the report of the Manager, Accounting and Reporting, dated June 20, 2018, entitled, “2017 Statement of Financial Information (SOFI)”:

THAT the Statement of Financial Information be approved and forwarded to the Ministry of Municipal Affairs and Housing.

END OF CONSENT AGENDA

PRESENTATION

**Geoff Cross, Vice President, Transportation Planning and Policy, TransLink, and Daniel Freeman, Manager, Rapid Bus Projects, TransLink
– File: 16-8330-10-0001/1**

Re: Marine-Main B-Line: Consultation Results and Transit Priority

See Item 9 – Report of the Transportation Engineer, dated June 20, 2018.

REPORTS OF COMMITTEES, COUNCIL REPRESENTATIVES AND STAFF

**9. 2019 Marine-Main B-Line Spring 2018 Update and Long-Term Transit Vision
– File: 16-8330-10-0001/1**

Report: Transportation Engineer, June 20, 2018

RECOMMENDATION:

PURSUANT to the report of the Transportation Engineer, dated June 20, 2018, entitled “2019 Marine-Main B-Line Spring 2018 Update and Long-Term Transit Vision”:

THAT Council receive the preliminary results of the Spring 2018 B-Line consultation process for information;

THAT Council endorse the 2019 B-Line and transit priority concept in the City of North Vancouver;

THAT staff be directed to:

- continue to work collaboratively with neighbouring communities and stakeholders to maximize the opportunities for transit priority and address concerns arising from the implementation of the project; and
- report back with further details of recommended transit priority measures and the implications for all transportation users along the corridor;

AND THAT staff be directed to prepare analyses and concepts for a longer term vision for the corridor to balance the needs of all users and support fast, frequent and reliable transit service, including a dedicated road right-of-way for transit vehicles.

PRESENTATION

Blair Erb, Coriolis Consulting Corp. – File: 10-5040-30-0001/2018

Re: Financial Analysis: Inclusion of Mid-Market Rental Units in New Apartment Projects

See Information Report of the Planner 2, dated June 20, 2018.

PUBLIC MEETING – 2017 Annual Municipal Report

Re: 2017 Annual Municipal Report – File: 01-0640-20-0001/2017

Purpose: To provide an opportunity for Council and the public to make comments on the 2017 Annual Municipal Report.

AGENDA

Chair: Mayor Darrell Mussatto

- Staff presentation
- Public comments – 5 minutes per speaker
- Questions and comments from Council
- Motion to conclude the Public Meeting

REPORTS OF COMMITTEES, COUNCIL REPRESENTATIVES AND STAFF

10. 2017 Annual Municipal Report – File: 01-0640-20-0001/2017

Report: Manager, Internal Control and Performance, June 20, 2018

RECOMMENDATION:

PURSUANT to the report of the Manager, Internal Control and Performance, dated June 20, 2018, entitled “2017 Annual Municipal Report”:

THAT Council endorse the 2017 Annual Municipal Report.

PUBLIC HEARING – 127-129 East 12th Street – 7:00 PM

“Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2018, No. 8651” (1106251 B.C. Ltd. / Birmingham and Wood Architects and Planners, 127-129 East 12th Street, CD-709) and “Housing Agreement Bylaw, 2018, No. 8652” (1106251 B.C. Ltd. / Birmingham and Wood Architects and Planners, 127-129 East 12th Street, CD-709, Rental Housing Commitments) would rezone the subject property from a Medium Density Residential 1 (RM-1) Zone to a Comprehensive Development 709 (CD-709) Zone to permit a 6-storey, multi-family residential building, consisting of 64 rental units with 60 parking spaces and 115 secured bicycle spaces to be accessed off the back lane. The proposed density is 2.60 times the lot area.

Bylaw Nos. 8651 and 8652 to be considered under Items 11 and 12.

AGENDA

Chair: Mayor Darrell Mussatto

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

BYLAWS – THIRD READING

11. **“Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2018, No. 8651” (1106251 B.C. Ltd. / Birmingham and Wood Architects and Planners, 127-129 East 12th Street, CD-709)**

RECOMMENDATION:

THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2018, No. 8651” (1106251 B.C. Ltd. / Birmingham and Wood Architects and Planners, 127-129 East 12th Street, CD-709) be given third reading.

12. **“Housing Agreement Bylaw, 2018, No. 8652” (1106251 B.C. Ltd. / Birmingham and Wood Architects and Planners, 127-129 East 12th Street, CD-709, Rental Housing Commitments)**

RECOMMENDATION:

THAT “Housing Agreement Bylaw, 2018, No. 8652” (1106251 B.C. Ltd. / Birmingham and Wood Architects and Planners, 127-129 East 12th Street, CD-709, Rental Housing Commitments) be given third reading.

MOTION

13. **Development Variance Permit No. DVP2018-00002 (2536 Chesterfield Avenue) – File: 08-3090-20-0240/1**

RECOMMENDATION:

THAT Development Variance Permit No. DVP2018-00002 (2536 Chesterfield Avenue) be issued to Dolores Langford and Michael Langford, in accordance with Section 498 of the *Local Government Act*;

AND THAT the Mayor and City Clerk be authorized to sign and seal Development Variance Permit No. DVP2018-00002.

Public Hearing waived.

BYLAW – ADOPTION

14. **“Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2018, No. 8639” (Mehrdad Rahbar / Vernacular Design Inc., 523 East 5th Street, CD-705)**

RECOMMENDATION:

THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2018, No. 8639” (Mehrdad Rahbar / Vernacular Design Inc., 523 East 5th Street, CD-705) be adopted, signed by the Mayor and City Clerk and affixed with the corporate seal.

REPORTS OF COMMITTEES, COUNCIL REPRESENTATIVES AND STAFF

15. Seabus Gateway Appropriation – File: 13-6740-20-0012/1

Report: Deputy Director, Strategic Initiatives and Services, June 19, 2018

RECOMMENDATION:

PURSUANT to the report of the Deputy Director, Strategic Initiatives and Services, dated June 19, 2018, entitled “SeaBus Gateway Appropriation”:

THAT (Funding Appropriation #1823) an amount of \$250,000 be appropriated from the Civic Amenity Reserve Fund to contribute towards the SeaBus Gateway project;

AND THAT should any of the above amount remain unexpended at December 31, 2021, the unexpended balance shall be returned to the credit of the Civic Amenity Reserve Fund.

16. Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2018, No. 8657 (Karl Wein / Karl Wein & Associates, 617 East 22nd Street) – File: 08-3360-20-0438/1

Report: Planning Technician, June 20, 2018

RECOMMENDATION:

PURSUANT to the report of the Planning Technician, dated June 20, 2018, entitled “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2018, No. 8657 (Karl Wein / Karl Wein & Associates, 617 East 22nd Street)”:

THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2018, No. 8657” (Karl Wein / Karl Wein & Associates, 617 East 22nd Street) be considered;

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

AND THAT the Public Hearing be waived.

Item 17 refers.

BYLAW – FIRST AND SECOND READINGS

17. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2018, No. 8657” (Karl Wein / Karl Wein & Associates, 617 East 22nd Street)

RECOMMENDATION:

THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2018, No. 8657” (Karl Wein / Karl Wein & Associates, 617 East 22nd Street) be given first and second readings.

REPORTS OF COMMITTEES, COUNCIL REPRESENTATIVES AND STAFF

18. Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2018, No. 8636 – Rescind Second Reading and Amend – File: 08-3360-20-0398/1

Report: Community Planner, June 15, 2018

RECOMMENDATION:

PURSUANT to the report of the Community Planner, dated June 15, 2018, entitled “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2018, No. 8636 – Rescind Second Reading and Amend”:

THAT second reading of “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2018, No. 8636” (Michael Fournogerakis / Raymond Letkeman Architects Inc., 117-125 West 23rd Street, CD-704) be rescinded;

AND THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2018, No. 8636” (Michael Fournogerakis / Raymond Letkeman Architects Inc., 117-125 West 23rd Street, CD-704) be given second reading, as amended.

Items 19 and 20 refer.

BYLAW – RESCIND SECOND READING

19. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2018, No. 8636” (Michael Fournogerakis / Raymond Letkeman Architects Inc., 117-125 West 23rd Street, CD-704)

RECOMMENDATION:

THAT second reading of “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2018, No. 8636” (Michael Fournogerakis / Raymond Letkeman Architects Inc., 117-125 West 23rd Street, CD-704) be rescinded.

BYLAW – SECOND READING, AS AMENDED

20. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2018, No. 8636” (Michael Fournogerakis / Raymond Letkeman Architects Inc., 117-125 West 23rd Street, CD-704)

RECOMMENDATION:

THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2018, No. 8636” (Michael Fournogerakis / Raymond Letkeman Architects Inc., 117-125 West 23rd Street, CD-704) be amended and given second reading, as amended.

REPORTS OF COMMITTEES, COUNCIL REPRESENTATIVES AND STAFF

**21. Zoning Bylaw Amendments to Enhance Livability and Attainability of Properties Zoned One-Unit and Two-Unit Residential
– File: 10-5040-20-0001/1**

Report: Planner 2, June 20, 2018

RECOMMENDATION:

PURSUANT to the report of the Planner 2, dated June 20, 2018, entitled “Zoning Bylaw Amendments to Enhance Livability and Attainability of Properties Zoned One-Unit and Two-Unit Residential”:

THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2018, No. 8642” (Livability Amendments) be considered and referred to a Public Hearing (Option #1);

THAT staff be directed to implement the streamlining measures outlined in the report to improve processing efficiency for development applications pertaining to One-Unit and Two-Unit Residential Uses;

AND THAT staff be directed to identify One-Unit Residential areas that may be appropriate to zone for smaller lot developments with a minimum frontage of 7.5 metres (24.6 feet) and report back to Council.

Item 22 refers.

BYLAW – FIRST AND SECOND READINGS

**22. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2018, No. 8642”
(Livability Amendments)**

RECOMMENDATION:

THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2018, No. 8642” (Livability Amendments) be given first and second readings.

REPORTS OF COMMITTEES, COUNCIL REPRESENTATIVES AND STAFF

23. Business Licence Bylaw, 2018, No. 8640 – Rescind Second Reading and Amend – File: 09-3900-02-0001/2018

Report: Manager, Business Services, June 19, 2018

RECOMMENDATION:

PURSUANT to the report of the Manager, Business Services, dated June 19, 2018, entitled “Business Licence Bylaw, 2018, No. 8640 – Rescind Second Reading and Amend”:

THAT second reading of “Business Licence Bylaw, 2018, No. 8640” be rescinded;

AND THAT “Business Licence Bylaw, 2018, No. 8640” be given second reading, as amended.

Items 24 and 25 refer.

BYLAW – RESCIND SECOND READING

24. “Business Licence Bylaw, 2018, No. 8640”

RECOMMENDATION:

THAT second reading of “Business Licence Bylaw, 2018, No. 8640” be rescinded.

BYLAW – SECOND READING, AS AMENDED

25. “Business Licence Bylaw, 2018, No. 8640”

RECOMMENDATION:

THAT “Business Licence Bylaw, 2018, No. 8640” be amended and given second reading, as amended.

REPORTS OF COMMITTEES, COUNCIL REPRESENTATIVES AND STAFF

26. Cost Allocation and Invoicing of City Utility and Lonsdale Energy Corp. Charges in Multi-Unit Buildings – File: 05-1820-01-0001/2018

Report: Director, Finance, June 20, 2018

RECOMMENDATION:

PURSUANT to the report of the Director, Finance, dated June 20, 2018, entitled “Cost Allocation and Invoicing of City Utility and Lonsdale Energy Corp. Charges in Multi-Unit Buildings”:

THAT the following bylaws be considered:

- Water Utility Bylaw, 1994, No. 6417, Amendment Bylaw, 2018, No. 8658;
- Sewerage and Drainage Utility Bylaw, 1995, No. 6746, Amendment Bylaw, 2018, No. 8659; and
- City of North Vancouver Hydronic Energy Service Bylaw, 2004, No. 7575, Amendment Bylaw, 2018, No. 8660.

Items 27, 28 and 29 refer.

BYLAWS – FIRST, SECOND AND THIRD READINGS

27. “Water Utility Bylaw, 1994, No. 6417, Amendment Bylaw, 2018, No. 8658”

RECOMMENDATION:

THAT “Water Utility Bylaw, 1994, No. 6417, Amendment Bylaw, 2018, No. 8658” be given first, second and third readings.

28. “Sewerage and Drainage Utility Bylaw, 1995, No. 6746, Amendment Bylaw, 2018, No. 8659”

RECOMMENDATION:

THAT “Sewerage and Drainage Utility Bylaw, 1995, No. 6746, Amendment Bylaw, 2018, No. 8659” be given first, second and third readings.

29. “City of North Vancouver Hydronic Energy Service Bylaw, 2004, No. 7575, Amendment Bylaw, 2018, No. 8660”

RECOMMENDATION:

THAT “City of North Vancouver Hydronic Energy Service Bylaw, 2004, No. 7575, Amendment Bylaw, 2018, No. 8660” be given first, second and third readings.

REPORTS OF COMMITTEES, COUNCIL REPRESENTATIVES AND STAFF

30. Community Emergency Preparedness Fund – File: 05-1840-01-0001/2018

Report: Director, North Shore Emergency Management, June 20, 2018

RECOMMENDATION:

PURSUANT to the report of the Director, North Shore Emergency Management, dated June 20, 2018, entitled “Community Emergency Preparedness Fund”:

THAT Council support the submission of the application to the Community Emergency Preparedness Fund for the North Shore Seismic Sensors Network project;

AND THAT Council commit to providing overall grant management for the project.

PUBLIC CLARIFICATION PERIOD

The Public Clarification Period is limited to 10 minutes in total and is an opportunity for the public to ask questions for clarification regarding an item on the Regular Council Agenda. If more than one person wishes to ask a question, the Mayor will divide the 10 minutes equally. The Mayor will ask each person “What is your question?” and decide if the question is related to an item on the Regular Council Agenda. After 10 minutes, the Public Clarification Period concludes and the Regular Council Meeting reconvenes.

INQUIRIES

NEW ITEMS OF BUSINESS

NOTICES OF MOTION

ADJOURN



COMMUNITY CHARTER

DIVISION 3 – OPEN MEETINGS

General rule that meetings must be open to the public

- 89** (1) A meeting of a council must be open to the public, except as provided in this Division.
- (2) A council must not vote on the reading or adoption of a bylaw when its meeting is closed to the public.

Meetings that may or must be closed to the public

- 90** (1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:
- (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
 - (b) personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on condition of anonymity;
 - (c) labour relations or other employee relations;
 - (d) the security of the property of the municipality;
 - (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
 - (f) law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment;
 - (g) litigation or potential litigation affecting the municipality;
 - (h) an administrative tribunal hearing or potential administrative tribunal hearing affecting the municipality, other than a hearing to be conducted by the council or a delegate of council;
 - (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
 - (j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the *Freedom of Information and Protection of Privacy Act*;
 - (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;

Continued...



COMMUNITY CHARTER

DIVISION 3 – OPEN MEETINGS

Meetings that may or must be closed to the public – *Continued*

- (l) discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [*annual municipal report*];
 - (m) a matter that, under another enactment, is such that the public may be excluded from the meeting;
 - (n) the consideration of whether a council meeting should be closed under a provision of this subsection or subsection (2);
 - (o) the consideration of whether the authority under section 91 [*other persons attending closed meetings*] should be exercised in relation to a council meeting.
- (2) A part of a council meeting must be closed to the public if the subject matter being considered relates to one or more of the following:
- (a) a request under the *Freedom of Information and Protection of Privacy Act*, if the council is designated as head of the local public body for the purposes of that Act in relation to the matter;
 - (b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party;
 - (c) a matter that is being investigated under the *Ombudsman Act* of which the municipality has been notified under section 14 [*ombudsman to notify authority*] of that Act;
 - (d) a matter that, under another enactment, is such that the public must be excluded from the meeting.
- (3) If the only subject matter being considered at a council meeting is one or more matters referred to in subsection (1) or (2), the applicable subsection applies to the entire meeting.

Requirements before meeting is closed

- 92** Before holding a meeting or part of a meeting that is to be closed to the public, a council must state, by resolution passed in a public meeting:
- (a) the fact that the meeting or part is to be closed; and
 - (b) the basis under the applicable subsection of section 90 on which the meeting or part is to be closed.



THE CORPORATION OF THE CITY OF NORTH VANCOUVER

PUBLIC HEARING GUIDELINES

Public Hearings are generally held on the third Monday of the month and are included as part of a Regular Council agenda. Public Hearings are governed by the provisions of the *Local Government Act*.

A Public Hearing is held for the purpose of allowing the public an opportunity to make representations to Council – in person at the Public Hearing or by written submission – on a proposed amendment to the City's Official Community Plan and/or Zoning Bylaw. All persons who believe their interest in property is affected by a proposed bylaw(s) are afforded a reasonable opportunity to be heard, voice concerns or present written submissions regarding matters contained in the bylaw(s).

All written submissions and representations made at the Public Hearing form part of the official public record. Minutes of the Public Hearing and a video recording of the proceedings are posted on the City's website at cnv.org.

A sign-up sheet is located outside of the Council Chamber 1.5 hours prior to the start time of the Public Hearing and members of the public may sign the sheet if they wish to speak at the Public Hearing. The sign-up sheet remains available until the commencement of the Public Hearing and is restricted to "In Person" sign-up only. Other persons are not permitted to sign the sheet on another speaker's behalf. Speakers cannot pre-register.

Speakers are requested to provide their name and address for the record and are provided up to 5 minutes to present their comments. After all people listed on the sign-up sheet and anyone else in the gallery has spoken a first time, speakers may come forward to speak a second time if they have any new information to provide. The Chair (Mayor) may restrict the speaking time to a defined number of minutes and other regulations may also be imposed. Procedural rules for the conduct of the Public Hearing are set at the call of the Chair.

If a large turnout for the Public Hearing is anticipated, separate sign-up sheets may be provided for speakers – in support and in opposition/with concerns. The sign-up sheets are monitored by City staff. The Chair will call up speakers by name alternating between the sign-up sheets.

A document camera is available should a member of the public wish to display hardcopy material/information on the monitors in the Council Chamber. The document camera can also display information from an iPad or tablet. If a member of the public wishes to provide written material to Mayor and Council, it must be handed to the City Clerk for distribution to Council.

Questions from members of the public and Council must be addressed through the Chair.

Once the Public Hearing concludes, Council moves a motion to adjourn. No further information or submissions can be considered by Council once the Public Hearing is closed.

Following adjournment of the Public Hearing, the Regular meeting reconvenes and the Zoning and/or Official Community Plan bylaw amendment(s) are discussed and debated by Council. Consideration and discussion of the bylaw(s) usually takes place at the same meeting as the Public Hearing, but may occur at a subsequent meeting.

If there is insufficient time for the Public Hearing to be conducted in one evening (i.e. to accommodate a large number of speakers), Council may recess the Public Hearing to a specified date, place and time.

Council considers final adoption of the bylaw(s) after third reading and once all covenants and legal agreements are in place. Adoption usually occurs at a subsequent meeting of Council; however, a Zoning Bylaw amendment or Official Community Plan Bylaw amendment may be adopted at the same meeting as the Public Hearing if all legal requirements have been satisfied.