

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 10, 2019

MONDAY, JUNE 10, 2019 COUNCIL MEETING – 6:00 PM

"Live" Broadcast via City Website <u>www.cnv.org/LiveStreaming</u> Complete Agenda Package available at <u>www.cnv.org/CouncilMeetings</u>

CALL TO ORDER

APPROVAL OF AGENDA

1. Regular Council Meeting Agenda, June 10, 2019

ADOPTION OF MINUTES

2. Regular Council Meeting Minutes, May 27, 2019

PROCLAMATIONS

National Health and Fitness Day – June 1, 2019 Built Green Day – June 5, 2019 World Elder Abuse Awareness Day – June 15, 2019

PUBLIC INPUT PERIOD

CONSENT AGENDA

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

REPORTS

- *3. Statutory Report Required Under Bill 27
- *4. 2019 Living City Grants

DELEGATION

BC SPCA Services and Resources – Charlotte Ellice, Branch Manager, BC SPCA West Vancouver Branch

Information Report, May 29, 2019 – "Bylaw Services and BC SPCA"

Item 5 refers.



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CORRESPONDENCE

5. Charlotte Ellice, Branch Manager, BC SPCA West Vancouver Branch – BC SPCA Services and Resources, February 28, 2019

DELEGATION

Murray Mollard, Executive Director, North Shore Community Resources and Presenters: Hessan Merali, Ali White, Elizabeth Chick, and Veronika Bylicki – North Shore Young Citizens' Forum Engagement

Items 6 and 7 refer.

CORRESPONDENCE

6. Murray Mollard, Executive Director, North Shore Community Resources – North Shore Young Citizens' Forum Engagement, May 1, 2019

REPORTS

- 7. North Shore Young Citizens' Forum Report
- 8. Community Emergency Preparedness Fund (CEPF) New Resolution
- 9. Petition for Local Area Service Paved Lane Construction East of 1700 Block Fell Avenue

Item 10 refers.

BYLAW – FIRST, SECOND AND THIRD READINGS

10. "Local Area Service Parcel Tax Bylaw, 2019, No. 8711" (Paved Lane Construction East of the 1700 Block of Fell Avenue)

<u>REPORT</u>

11. Pier 7 Restaurant Food Primary Liquor Licence Amendment – Application for Extended Hours

PRESENTATION

Cloverley Traffic Calming Plan – Transportation Engineer

Item 12 refers.



REPORT

12. Cloverley Traffic Calming Plan

PRESENTATION

Integrated Planning Strategy – Manager, Planning and Development, and Deputy Director, Planning and Development

Item 13 refers.

<u>REPORT</u>

13. Integrated Planning Strategy

NOTICE OF MOTION

14. Child Minding Services During Regular Council Meetings

PUBLIC CLARIFICATION PERIOD

COUNCIL INQUIRIES

NEW ITEMS OF BUSINESS

NOTICES OF MOTION

ADJOURN



CALL TO ORDER

APPROVAL OF AGENDA

1. Regular Council Meeting Agenda, June 10, 2019

ADOPTION OF MINUTES

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PROCLAMATIONS

National Health and Fitness Day – June 1, 2019

Built Green Day – June 5, 2019

World Elder Abuse Awareness Day – June 15, 2019

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 Public Input Period sign-up sheet 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 sheet will not be permitted to make a submission 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 before a 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 a response from Council, and places the speaker's concern on 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 listed 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, followed by his/her surname" or "Your Worship". 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

REPORTS

*3. Statutory Report Required Under Bill 27 – File: 05-1610-01-0001/2019

Report: Director, Finance, May 22, 2019

RECOMMENDATION:

PURSUANT to the report of the Director, Finance, dated May 22, 2019, entitled "Statutory Report Required Under Bill 27":

THAT the report be received and filed.

*4. 2019 Living City Grants – File: 05-1850-20-0008/2019

Report: Environmental Sustainability Specialist, May 22, 2019

RECOMMENDATION:

PURSUANT to the report of the Environmental Sustainability Specialist, dated May 29, 2019, entitled "2019 Living City Grants":

THAT 2019 Living City grants totaling \$15,000 be awarded as follows:

Name of Applicant	Amount Recommended
The Cascadia Society for Social Working	\$2,267
North Shore Neighbourhood House, Edible Garden Project	\$3,000
Gerry's Garden Society	\$1,567
Lower Lonsdale Community Gardens	\$3,000
Lookout Housing & Health Society	\$2,066
SFU, Pacific Water Research Centre	\$1,500
Wildcoast Ecological Society	\$1,600
TOTAL	\$15,000

AND THAT the Coho Society of the North Shore, Fresh Air Learning Society, Ocean Ambassadors Canada and Wild Bird Trust be thanked for their applications and advised that their applications have been denied at this time.

END OF CONSENT AGENDA



DELEGATION

Charlotte Ellice, Branch Manager, BC SPCA, West Vancouver Branch

Re: BC SPCA Services and Resources

Information Report, May 29, 2019 – "Bylaw Services and BC SPCA"

Item 5 refers.

CORRESPONDENCE

5. Charlotte Ellice, Branch Manager, BC SPCA, West Vancouver Branch, February 28, 2019 – File: 09-3900-01-0001/2019

Re: BC SPCA Services and Resources

RECOMMENDATION:

THAT the correspondence from Charlotte Ellice, Branch Manager, BC SPCA West Vancouver Branch, dated February 28, 2019, regarding "BC SPCA Services and Resources", be received with thanks.

DELEGATION

Murray Mollard, Executive Director, North Shore Community Resources and Presenters: Veronika Bylicki, Elizabeth Chick, Hessan Merali, and Ali White

Re: North Shore Young Citizens' Forum Engagement

Items 6 and 7 refer.

CORRESPONDENCE

6. Murray Mollard, Executive Director, North Shore Community Resources, May 1, 2019 – File: 10-4710-01-0001/2019

Re: North Shore Young Citizens' Forum Engagement

RECOMMENDATION:

THAT the correspondence from Murray Mollard, Executive Director, North Shore Community Resources, dated May 1, 2019, regarding "North Shore Young Citizens' Forum Engagement", be received with thanks.



REPORTS

- 7. North Shore Young Citizens' Forum Report File: 10-4710-01-0001/2019
 - Report: Community Planner, and Coordinator, Community Development, May 29, 2019

RECOMMENDATION:

PURSUANT to the report of the Community Planner and the Coordinator, Community Development, dated May 29, 2019, entitled "North Shore Young Citizens' Forum Report":

THAT Council receive the "North Shore Young Citizens' Forum Report" and thank the North Shore Young Citizens' Forum for their work;

THAT Council direct staff to review the recommendations of the North Shore Young Citizens' Forum Report and bring a report to Council in Fall 2019 with priorities and proposed City actions in response to the recommendations;

AND THAT the City continue to support the efforts and engage with the North Shore Young Citizens Forum regarding civic issues, as available.

8. Community Emergency Preparedness Fund (CEPF) – New Resolution – File: 14-7130-01-0001/2019

Report: Director, North Shore Emergency Management, May 30, 2019

RECOMMENDATION:

PURSUANT to the report of the Director, North Shore Emergency Management, dated May 30, 2019, entitled "Community Emergency Preparedness Fund (CEPF) – New Resolution":

THAT Council reconsider the resolution approved in the Regular meeting of April 1, 2019 regarding CEPF 2018 Evacuation Route Planning;

AND THAT Council support the submission of an application to the 2018 Evacuation Route Planning Grant and overall grant management.



<u>REPORTS</u> – Continued

9. Petition for Local Area Service – Paved Lane Construction East of 1700 Block Fell Avenue – File: 11-5320-01-0001/2019

Report: Manager, Engineering Planning and Design, May 29, 2019

RECOMMENDATION:

PURSUANT to the report of the Manager, Engineering Planning and Design, dated May 29, 2019, entitled "Petition for Local Area Service – Paved Lane Construction East of 1700 Block Fell Avenue":

THAT "Local Area Service Parcel Tax Bylaw, 2019, No. 8711" (Paved Lane Construction East of the 1700 Block of Fell Avenue) be considered;

THAT (Funding Appropriation #1928) an amount of \$85,000 be appropriated from the Local Area Service Reserve Fund for the purpose of funding construction of a paved lane east of the 1700 block of Fell Avenue;

THAT should any of the amount remain unexpended as at December 31, 2022, the unexpended balance shall be returned to the credit of the Local Area Service Reserve Fund;

AND THAT a stormwater treatment device be installed on the 17th Street outfall at an estimated cost of \$75,000 funded from Project 55066 – Stormwater Quality Infrastructure.

Item 10 refers.

BYLAW – FIRST, SECOND AND THIRD READINGS

10. "Local Area Service Parcel Tax Bylaw, 2019, No. 8711" (Paved Lane Construction East of the 1700 Block of Fell Avenue)

RECOMMENDATION:

THAT "Local Area Service Parcel Tax Bylaw, 2019, No. 8711" (Paved Lane Construction East of the 1700 Block of Fell Avenue) be given first, second and third readings.



REPORT

11. Pier 7 Restaurant Food Primary Liquor Licence Amendment – Application for Extended Hours – File: 09-4320-50-0002/2019

Report: Manager, Business and Community Partnerships, May 29, 2019

RECOMMENDATION:

PURSUANT to the report of the Manager, Business and Community Partnerships, dated May 29, 2019, entitled "Pier 7 Restaurant Food Primary Liquor Licence Amendment – Application for Extended Hours":

THAT Council support the proposed change in hours from 12:00 am to 1:00 am on Friday and Saturday nights for the Food Primary Liquor Licence for Pier 7 Restaurant on the basis that:

- 1. The Pier 7 Restaurant is located within The Shipyards waterfront destination with no adjacent residential uses;
- 2. The impact on the community will be minimal;
- 3. The potential for noise is minimal;
- 4. There were no concerns raised by the public; and
- 5. The proposed changes will not result in the establishment being operated in a manner that is contrary to its primary purpose;

AND THAT staff be directed to apply the following operational conditions to the Pier 7 Business Licence to limit any potential issues with the change in hours:

- 1. Post signage asking patrons to respect neighbours when leaving the restaurant;
- 2. Close the patios at 12:00 am;
- 3. Turn off music on the patios at 11:00 pm.



PRESENTATION

Cloverley Traffic Calming Plan – Transportation Engineer

Item 12 refers.

<u>REPORT</u>

12. Cloverley Traffic Calming Plan – File: 11-5460-30-0008/1

Report: Transportation Engineer, May 29, 2019

RECOMMENDATION:

PURSUANT to the report of the Transportation Engineer, dated May 29, 2019, entitled "Cloverley Traffic Calming Plan":

THAT Council endorse staff's approach to conclude the Cloverley traffic calming plan by retaining the existing measures and adjusting the plan in response to public input;

THAT Council direct staff to monitor traffic conditions after implementation of the traffic management measures west of Queensbury Avenue and the completion and full operation of the Lower Lynn Interchanges currently scheduled for completion in Fall 2021;

AND THAT Council direct staff to report back with the results of the monitoring program when the Lower Lynn Interchanges work is complete and has been in full operation long enough to reflect new travel patterns and improvements.



PRESENTATION

Integrated Planning Strategy – Manager, Planning and Development, and Deputy Director, Planning and Development

Item 13 refers.

REPORT

- 13. Integrated Planning Strategy File: 13-6430-01-0001/2019
 - Report: Manager, Planning and Development, and Deputy Director, Planning and Development, May 29, 2019

RECOMMENDATION:

PURSUANT to the report of the Manager, Planning and Development, and Deputy Director, Planning and Development, dated May 29, 2019, entitled "Integrated Planning Strategy":

THAT the report of the Manager, Planning and Development, and Deputy Director, Planning and Development, dated May 29, 2019, entitled "Integrated Planning Strategy", be received for information.

NOTICE OF MOTION

14. Child Minding Services During Regular Council Meetings - File: 10-4750-01-0001/2019

Submitted by Councillor McIlroy

RECOMMENDATION:

WHEREAS the City of North Vancouver is committed to continued improvement of citizen and civic engagement, transparency of City operations and Council decisions, and of the connection between members of Council and community:

THEREFORE BE IT RESOLVED THAT staff be directed to report back to Council on the feasibility and cost of child minding services being available at City Hall during Regular Council meetings.



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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

NEW ITEMS OF BUSINESS

NOTICES OF MOTION

<u>ADJOURN</u>



PRESENT

COUNCIL MEMBERS

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

STAFF MEMBERS

- D. Pope, Acting CAO / Director, Engineering, Parks & Environment
- K. Graham, City Clerk
- C. Baird, Deputy City Clerk
- J. Peters, Assistant City Clerk
- B. Pearce, Director, Strategic and Corporate Services
- H. Reinhold, Deputy Director, Strategic and Corporate Services
- R. Skene, Manager, Facilities and Real Estate
- K. Magnusson, Deputy Director, Engineering, Parks & Environment
- B. Themens, Director, Finance
- M. Epp, Director, Planning and Development
- S. Galloway, Manager, Planning and Development
- H. Evans, Community Planner
- E. Macdonald, Planning Technician 2
- W. Tse, Planner 2
- G. Penway, Acting Director, Community and Partner Engagement
- L. Siracusa, Manager, Shipyards and Waterfront

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

APPROVAL OF AGENDA

Moved by Mayor Buchanan, seconded by Councillor Girard

1. Regular Council Meeting Agenda, May 27, 2019

THAT the Regular Agenda of May 27, 2019 be amended by removing Item #6 – adoption of "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2018, No. 8665" and Item #7 – adoption of "Housing Agreement Bylaw, 2018, No. 8666";

THAT Council add to the agenda Item #15 – adoption of "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8701" and Item #16 – adoption of "Housing Agreement Bylaw, 2019, No. 8702";

AND THAT the Regular agenda, as amended, be approved.

ADOPTION OF MINUTES

Moved by Councillor Bell, seconded by Councillor McIlroy

2. Regular Council Meeting Minutes, May 13, 2019

CARRIED UNANIMOUSLY

PROCLAMATIONS

Mayor Buchanan declared the following proclamations:

Access Awareness Day – June 1, 2019 BC Child and Youth in Care Week – June 3 to 9, 2019 Philippine Day – June 9, 2019

PUBLIC INPUT PERIOD

- Ron Sostad, 231 East 15th Street, North Vancouver, spoke regarding homelessness.
- Janet Davies, North Vancouver, spoke regarding homelessness.
- John Kennedy, 123 East Keith Road, spoke regarding the developer's information session for 151 East Keith Road.

REPORT OF THE COMMITTEE OF THE WHOLE (CLOSED SESSION)

 Non-Market Housing Opportunity on City-Owned Site (200 Block East 1st Street) – Release of Closed Resolution – File: 10-5040-01-0001/2019

Moved by Mayor Buchanan, seconded by Councillor Bell

PURSUANT to the report of the Planner 2, dated May 1, 2019, entitled "Non-Market Housing Opportunity on City-Owned Site (200 Block East 1st Street) – Release of Closed Resolution":

THAT Council release the following resolution from the Closed meeting of April 1, 2019, regarding "Non-Market Housing Opportunity on City-Owned Site (200 Block East 1st Street)":

"PURSUANT to the report of the Director, Planning and Development, and Manager, Facilities and Real Estate, dated March 20, 2019, entitled "Non-Market Housing Opportunity on City-Owned Site (200 Block East 1st Street)":

THAT a significant non-profit housing component be incorporated into the North Shore Neighbourhood House Feasibility Study and that this be explored in partnership with Hollyburn Family Services, Catalyst Community Housing Society and Care BC;

Continued...

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

 Non-Market Housing Opportunity on City-Owned Site (200 Block East 1st Street) – Release of Closed Resolution – File: 10-5040-01-0001/2019 – Continued

THAT (Funding Appropriation #1924) an amount of \$70,000 be appropriated from the Affordable Housing Reserve Fund to support the feasibility work and costs incurred to prepare agreements and documentation;

THAT should any of the amount remain unexpended as at December 31, 2022, the unexpended balance shall be returned to the credit of the Affordable Housing Reserve Fund;

AND THAT Council provide a letter of support to Hollyburn Family Services, Catalyst Community Housing Society and Care BC indicating a commitment to working collaboratively to generate new housing opportunities on City lands.";

AND THAT the report of the Director, Planning and Development, and Manager, Facilities and Real Estate, dated March 20, 2019, entitled "Non-Market Housing Opportunity on City-Owned Site (200 Block East 1st Street)", remain in the Closed Session.

CARRIED UNANIMOUSLY

DELEGATION

Nancy Cottingham Powell, Executive Director, and Michelle Richard, Communications and Grants Manager, North Van Arts

Re: North Shore Cultural Mapping Project

Nancy Cottingham Powell, Executive Director, and Michelle Richard, Communications and Grants Manager, North Van Arts, provided a PowerPoint presentation regarding the "North Shore Cultural Mapping Project" and responded to questions of Council.

CORRESPONDENCE

- 4. Michelle Richard, Communications and Grants Manager, North Van Arts, April 10, 2019 File: 01-0360-20-0071/2019
 - Re: North Shore Cultural Mapping Project

Moved by Councillor Bell, seconded by Councillor McIlroy

THAT the correspondence from Michelle Richard, Communications and Grants Manager, North Van Arts, dated April 10, 2019, regarding the "North Shore Cultural Mapping Project", be received with thanks.

DELEGATION

Cooper Quinn, President, and Christine Reid, Executive Director, North Shore Mountain Bike Association (NSMBA)

Re: NSMBA Activities

Cooper Quinn, President, and Christine Reid, Executive Director, NSMBA, provided a PowerPoint presentation regarding "NSMBA Activities" and responded to questions of Council.

CORRESPONDENCE

- 5. Cooper Quinn, President, North Shore Mountain Bike Association (NSMBA), May 6, 2019 – File: 01-0230-01-0001/2019
 - Re: NSMBA Activities

Moved by Mayor Buchanan, seconded by Councillor Girard

THAT the correspondence from Cooper Quinn, President, North Shore Mountain Bike Association (NSMBA), dated May 6, 2019, regarding "NSMBA Activities", be received with thanks;

AND THAT the correspondence be referred to staff to investigate possible future partnerships and collaboration with the NSMBA.

CARRIED UNANIMOUSLY

BYLAWS – ADOPTION

 "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2018, No. 8665" (GWL Realty Advisors / Rositch Hempill Architects, 210-230 East 2nd Street, CD-715)

Item 6 was removed from the agenda.

 "Housing Agreement Bylaw, 2018, No. 8666" (GWL Realty Advisors / Rositch Hempill Architects, 210-230 East 2nd Street, CD-715, Rental Housing Commitments)

Item 7 was removed from the agenda.

BYLAW – THIRD READING

 "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8719" (Robert Blaney Design, 342 East 14th Street)

Moved by Councillor Bell, seconded by Councillor Girard

THAT "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8719" (Robert Blaney Design, 342 East 14th Street) be given third reading.

BYLAW – ADOPTION

9. "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8719" (Robert Blaney Design, 342 East 14th Street)

Moved by Councillor Bell, seconded by Councillor Girard

THAT "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8719" (Robert Blaney Design, 342 East 14th Street) be adopted, signed by the Mayor and City Clerk and affixed with the corporate seal.

CARRIED UNANIMOUSLY

MOTION

10. Development Variance Permit No. DVP2019-00002 (342 East 14th Street) - File: 08-3360-20-0465/1

Moved by Councillor Bell, seconded by Councillor McIlroy

THAT Development Variance Permit No. DVP2019-00002 (342 East 14th Street) be issued to Cynthia Shannon Young, 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. DVP2019-00002, following adoption of "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8719" (Robert Blaney Design, 342 East 14th Street).

CARRIED UNANIMOUSLY

BYLAW – THIRD READING

"Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8720"
(PD Moore Homes Inc. / Lighter Design and Drafting, 523 East 4th Street, CD-719)

Moved by Councillor Valente, seconded by Councillor McIlroy

THAT "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8720" (PD Moore Homes Inc. / Lighter Design and Drafting, 523 East 4th Street, CD-719) be given third reading.

BYLAW – ADOPTION

12. "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8720" (PD Moore Homes Inc. / Lighter Design and Drafting, 523 East 4th Street, CD-719)

Moved by Councillor Valente, seconded by Councillor McIlroy

THAT "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8720" (PD Moore Homes Inc. / Lighter Design and Drafting, 523 East 4th Street, CD-719) be adopted, signed by the Mayor and City Clerk and affixed with the corporate seal.

CARRIED UNANIMOUSLY

<u>MOTION</u>

13. Development Variance Permit No. DVP2019-00001 (420 East 8th Street) - File: 08-3090-20-0245/1

Moved by Councillor Girard, seconded by Councillor McIlroy

THAT Development Variance Permit No. DVP2019-00001 (420 East 8th Street) be issued to the Board of Education of School District No. 44 (North Vancouver), 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. DVP2019-00001.

CARRIED UNANIMOUSLY

<u>REPORT</u>

- 14. The Shipyards Lot 5: Naming of Public Space File: 13-6740-20-0007/1
 - Report: Manager, Shipyards and Waterfront, and Deputy Director, Strategic and Corporate Services, May 15, 2019

Moved by Councillor Bell, seconded by Councillor Back

PURSUANT to the report of the Manager, Shipyards and Waterfront, and Deputy Director, Strategic and Corporate Services, dated May 15, 2019, entitled "The Shipyards – Lot 5: Naming of Public Space":

THAT the public space at The Shipyards – Lot 5 be known as the "Shipyard Commons".

BYLAWS – ADOPTION

 "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8701" (Vancouver Resource Society for the Physically Disabled / NSDA Architects, 125 East 20th Street, CD-718)

Moved by Mayor Buchanan seconded by Councillor McIlroy

THAT "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8701" (Vancouver Resource Society for the Physically Disabled / NSDA Architects, 125 East 20th Street, CD-718) be adopted, signed by the Mayor and City Clerk and affixed with the corporate seal.

CARRIED UNANIMOUSLY

 "Housing Agreement Bylaw, 2019, No. 8702" (Vancouver Resource Society for the Physically Disabled / NSDA Architects, 125 East 20th Street, CD-718, Rental Housing Commitments)

Moved by Mayor Buchanan, seconded by Councillor McIlroy

THAT "Housing Agreement Bylaw, 2019, No. 8702" (Vancouver Resource Society for the Physically Disabled / NSDA Architects, 125 East 20th Street, CD-718, Rental Housing Commitments) be adopted, signed by the Mayor and City Clerk and affixed with the corporate seal.

CARRIED UNANIMOUSLY

PUBLIC CLARIFICATION PERIOD

Nil.

COUNCIL INQUIRIES

Nil.

NEW ITEMS OF BUSINESS

Nil.

NOTICES OF MOTION

Nil.

CITY CLERK'S RECOMMENDATION:

Moved by Councillor Valente, seconded by Councillor McIlroy

THAT Council recess to the Committee of the Whole, Closed session, pursuant to the *Community Charter*, Sections 90(1)(e) [land matter], 90(1)(g) [potential litigation] and 90(1)(k) [proposed services].

The meeting recessed to the Committee of the Whole, Closed session, at 8:23 pm and reconvened at 9:22 pm.

REPORT OF THE COMMITTEE OF THE WHOLE (CLOSED SESSION)

17. Land Matter - File: 10-4750-15-0001/1

Report: Manager, Facilities and Real Estate, and Community Planner, May 14, 2019

Moved by Councillor McIlroy, seconded by Councillor Girard

THAT the Committee rise and report on Item 3 – Land Matter, by releasing the following clause of the resolution:

"THAT Council support a UBCM Community Child Care Space Creation Grant, in principle, to explore the potential of renewing and renovating the building located at 1555 Forbes Avenue to create a child care facility and manage funds received through the program";

AND THAT the report of the Manager, Facilities and Real Estate, and Community Planner, dated May 14, 2019 regarding a land matter remain in the Closed session.

CARRIED UNANIMOUSLY

ADJOURN

Moved by Councillor Girard, seconded by Councillor Valente

THAT the meeting adjourn.

CARRIED UNANIMOUSLY

The meeting adjourned at 9:23 pm.

"Certified Correct by the City Clerk"

CITY CLERK



PROCLAMATION NATIONAL HEALTH AND FITNESS DAY

WHEREAS	Canada offers abundant recreational and fitness opportunities through our natural environment and through public recreational, sports and fitness facilities; and
WHEREAS	the City of North Vancouver is committed to promoting health and fitness through ongoing development of our infrastructure for active transportation, maintaining and enhancing our parks and trails and making a selection of recreational programs in our public facilities available on a complimentary basis on National Health and Fitness Day; and
WHEREAS	all levels of government aim to increase awareness of the benefits of exercise and encourage Canadians to increase their level of physical activity to improve the overall health and well-being of all citizens;
NOW THEREFORE	I, Linda Buchanan, Mayor of the City of North Vancouver, do hereby proclaim June 1, 2019 as NATIONAL HEALTH AND FITNESS DAY in the City of North Vancouver, the traditional territories of the Squamish and Tsleil-Waututh Nations.
So pro	oclaimed on Monday, June 10, 2019

Linda C. le

Mayor Linda Buchanan



PROCLAMATION

BUILT GREEN DAY

WHEREAS	the City of North Vancouver is committed to sustainable growth and responsible stewardship of our natural environment; and
WHEREAS	Built Green Canada is a national organization that advocates for sustainable environmental practices in the residential building sector to reduce the impact building has on the environment; and
WHEREAS	Built Green Canada delivers programs to assist builders in the construction of buildings that are more sustainable by using the latest technologies to create healthier, more efficient and durable homes;
NOW THEREFORE	I, Linda Buchanan, Mayor of the City of North Vancouver, do hereby proclaim June 5, 2019 as BUILT GREEN DAY in the City of North Vancouver, the traditional territories of the Squamish and Tsleil-Waututh Nations.

So proclaimed on Monday, June 10, 2019

Linda C Q

Mayor Linda Buchanan



PROCLAMATION

WORLD ELDER ABUSE AWARENESS DAY

WHEREAS	seniors are valued members of society and it is our collective responsibility to ensure they are able to live safely in a community that cares about them; and
WHEREAS	elder abuse can be physical, emotional and financial and is not limited by race, gender, culture or circumstance; and
WHEREAS	enabling good mental and physical health and combating abuse of older adults by enabling them to live independent and active lives as leaders, mentors and volunteers will improve the quality of life for everyone in our community;
NOW THEREFORE	I, Linda Buchanan, Mayor of the City of North Vancouver, do hereby proclaim June 15, 2019 as WORLD ELDER ABUSE AWARENESS DAY in the City of North Vancouver, the traditional territories of the Squamish and Tsleil-Waututh Nations.

So proclaimed on Monday, June 10, 2019

Linda

Mayor Linda Buchanan

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The Corporation of THE CITY OF NORTH VANCOUVER FINANCE DEPARTMENT

REPORT

To: Mayor Linda Buchanan and Members of Council

From: Ben Themens, Director of Finance

SUBJECT: STATUTORY REPORT REQUIRED UNDER BILL 27

Date: May 22, 2019

File No: 05-1610-01-0001/2019

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

RECOMMENDATION:

PURSUANT to the report of the Director of Finance, dated May 22, 2019, entitled "Statutory Report Required Under Bill 27".

THAT this report be received and filed.

PURPOSE:

The purpose of this report is to provide Council with Financial information required under Bill 27.

BACKGROUD:

In April of 2008, the Province passed Bill 27, the Local Government (Green Communities) Statutes Amendment Act. This Act amended a number of sections of the Local Government Act relating to expenditures on development cost charge works, parking space construction, and alternative transportation initiatives, and added some additional reporting requirements.

This report addresses those reporting requirements.

DISCUSSION:

Development Cost Charges (DCC's)

Local Government Act Section 937.01 requires:

In each year,

a. the Director of Finance must prepare and submit to Council a report for the previous year that includes the following, reported for each purpose under this section for which the Council imposes the development cost levy in the applicable year:

- i. the amount of the development cost levies received;
- ii. the expenditure from the development cost levy reserve funds;
- *iii. the balance in the development cost levy reserve funds at the start and at the end of the applicable year;*
- iv. and waivers or reductions under subsection (10.4); and
- b. as soon as practicable after receiving the report, the Council must consider the report and make it available to the public.

Development Cost Charges Bylaw, 2016, No. 8471 was adopted by Council July 25th, 2016. The bylaw provides a structured DCC program to assist in funding the cost of expanding and upgrading transportation and park infrastructure, parkland development as well as funding the impacts of growth on the City's water, sanitary sewer and drainage utilities.

Transportation DCC Reserve

The transportation DCC program includes projects principally focused on required multimode transportation such as bicycle routes, bridges, sidewalks etc.

Transportation DCC Reserve	2018
Opening Balance	\$ 277,708
Interest	31,318
Contributions	774,749
Loan from Parks DCC	1,271,325
Expenditures	(328,038)
Closing Balance	\$ 2,030,062

Parks DCC Reserve

The Parks DCC program includes acquisition of park land and prescribed parks works that include development of parks, trails, and greenways throughout the City.

Parks DCC Reserve	2018
Opening Balance	\$ 18,921,032
Interest	519,924
Contributions	3,774,938
Loan to Transportation DCC	(1,271,325)
Expenditures	(2,423,437)
Closing Balance	\$ 19,521,132

Utility DCC Reserves

The utility DCC programs include the expansion of our existing utility infrastructure to accommodate new growth.

Water DCC Reserve	2	2018
Opening Balance	\$ 22	,322
Interest	3	,630
Contributions	237	,319
Closing Balance	\$ 263	,271

Sanitary Sewer DCC Reserve	2018
Opening Balance	\$ 21,813
Interest	3,543
Contributions	231,677
Closing Balance	\$ 257,033

Drainage DCC Reserve	2018	
Opening Balance	\$ 19,315	
Interest	2,913	
Contributions	184,202	
Closing Balance	\$ 206,430	

Local Government Act Section 933.1 DCC Reductions or Waivers

Bill 27 amended the LGA to provide a municipality the ability to pass a bylaw allowing waivers or reductions of DCC's to certain categories of development, including:

- a) not for profit rental housing, including supportive living housing;
- b) for-profit affordable rental housing;
- c) a subdivision of small lots that is designed to result in low greenhouse gas emissions;
- d) a development that is designed to result in a low environmental impact.

The City provides a 100% waiver of DCC's for not-for-profit rental housing. Until the enactment of Amendment Bylaw No. 8586 on October 23rd 2017, which discontinued the practice, the City reduced DCC's by 50% for for-profit rental housing. The City does not provide a waiver related to other types of eligible development but is actively developing other initiatives to minimize environmental impacts of development and to reduce greenhouse gas emissions both corporately and in the community.

DCC Waivers	2018
1441 St. George's Avenue	\$ 77,961
Total DCC Waivers	\$ 77,961

Parking-in-lieu Payments and Alternative Transportation

Local Government Act Section 906.(09) requires:

A local government must prepare and consider a report respecting the previous year in relation to the reserve funds required under this section (Parking Fund and Alternative Transportation Fund) including the following information separately for each of the purposes established under this subsection:

- a) the amounts received in the applicable year;
- b) the expenditures from the reserve funds in the applicable year;
- c) the balance in the reserve funds at the start and at the end of the applicable year; and
- d) the projected timeline for future projects to be funded from the reserve funds

Parking Reserve

Parking Reserve	2018
Opening Balance	\$ 576,849
Earnings	70,000
Interest	13,483
Expenditures	(298,350)
Closing Balance	\$ 361,982

The City's parking reserve has two funding sources. One is from payments-in-lieu of parking space construction, which are allowed by legislation in certain cases to meet City zoning requirements for parking, by providing payment instead of off-street parking space construction. The second source is from a portion of parking revenues from 1988-2003 to fund parking-related projects. Since 2003 all parking revenues have been treated as general operating revenue.

Alternative Transportation Reserve

Local Government Act Section 906(7) allows the creation of a Reserve to fund "transportation infrastructure that supports walking, bicycling, public transit, or other alternative forms of transportation". At the March 10, 2008, Finance Committee meeting, Council directed that such a fund be established, and that an amount equivalent to 0.25% of a tax point, or \$87,500, be added to the Project Plan to support alternative transportation projects. Contributions from outside sources, such as developers, may also be made to the fund.

Sustainable Transportation Reserve	2018
Opening Balance	\$ 284,174
Interest	8,927
Contributions	87,500
Expenditures	(31,189)
Closing Balance	\$ 349,412

There is an annual contribution of \$87,500 to the Sustainable Transportation Reserve Fund.

FINANCIAL IMPLICATIONS:

The financial implications are covered in the body of the report.

RESPECTFULLY SUBMITTED:

Ben Themens Director of Finance

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The Corporation of THE CITY OF NORTH VANCOUVER PLANNING & DEVELOPMENT DEPARTMENT

REPORT

To: Mayor Linda Buchanan and Members of Council

From: Larisa Lensink, Environmental Sustainability Specialist

Subject: 2019 LIVING CITY GRANTS

Date: May 29, 2019

File No: 05-1850-20-0008/2019

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

RECOMMENDATION:

PURSUANT to the report of the Environmental Sustainability Specialist, dated May 29, 2019, entitled "2019 Living City Grants":

Name of Applicant	Amount Recommended
The Cascadia Society for Social Working	\$2,267.00
North Shore Neighbourhood House, Edible Garden Project	\$3,000.00
Gerry's Garden Society	\$1,567.00
Lower Lonsdale Community Gardens	\$3,000.00
Lookout Housing & Health Society	\$2,066.00
SFU, Pacific Water Research Centre	\$1,500.00
Wildcoast Ecological Society	\$1,600.00
TOTAL	\$15,000.00

THAT 2019 Living City grants totaling \$15,000 be awarded as follows:

AND THAT the Coho Society of the North Shore, Fresh Air Learning Society, Ocean Ambassadors Canada and Wild Bird Trust be thanked for their applications and be advised that their applications have been denied at this time.

ATTACHMENTS:

1. Living City Grant Terms of Reference (Document #1660922)

PURPOSE

The purpose of this report is to present to Council the 2019 Living City Grant recommendations provided by the Advisory Planning Commission (APC).

BACKGROUND

The Living City Grant Program was established by Council in 2008. A total of \$15,000 is available annually for small-scale, community-based parks and environmental initiatives. The grant's Terms of Reference are attached (Attachment 1).

DISCUSSION

In 2019, twelve Living City Grant applications eligible for funding were received for a total request of \$53,793. On May 8, 2019 the Advisory Planning Commission met to review and evaluate the applications, and the following resolution was endorsed:

THAT the Advisory Planning Commission has reviewed the 2019 Living City Grant applications and recommends that the 2019 grants be awarded as follows:

Grant Applications Recommended:

Name of Applicant	Amount Recommended
The Cascadia Society for Social Working	\$2,267.00
North Shore Neighbourhood House, Edible Garden Project	\$3,000.00
Gerry's Garden Society	\$1,567.00
Lower Lonsdale Community Gardens	\$3,000.00
Lookout Housing & Health Society	\$2,066.00
SFU, Pacific Water Research Centre	\$1,500.00
Wildcoast Ecological Society	\$1,600.00
TOTAL	\$15,000.00

AND THAT the Coho Society of the North Shore, Fresh Air Learning Society, Ocean Ambassadors Canada and Wild Bird Trust be thanked for their applications and be advised that their application for a 2019 Living City Grant has been denied.

While all twelve applications considered by the Advisory Planning Commission (APC) had merit, based on the committee's evaluation and subsequent discussion, the APC recommended that seven of the projects receive partial funding. The recommended amount was determined through an evaluation of the strength of the application, and evidence of financial need.

The APC recommended that 2019 Living City Grants be awarded as follows:

1) Organization: The Cascadia Society for Social Working Project: Cascadia Rain Water Collection System Amount Requested: \$2,500 Grant Recommendation: \$2,267.00

Project Description:

For over 19 years, the Cascadia Society for Social Working has hosted shared homes and community inclusion day programs for adults with special needs in the City of North Vancouver. Their programs offer a variety of educational, skill-building and cultural experiences, including a daily gardening workshop where community members participate in composting, seeding, weeding and harvesting activities. The Cascadia Society is seeking funding to install a rainwater collection system in each of their two gardens to collect rainwater from roofs on the property and supply water for drip irrigation lines in the gardens.

Organization: North Shore Neighbourhood House, Edible Garden Project
Project: Honey Bee Hives at Loutet Farm
Amount Requested: \$5,000
Grant Recommendation: \$3,000

Project Description:

The Edible Garden Project was established by the North Shore Neighbourhood House after food security on the North Shore was identified as a key priority during extensive community and stakeholder consultation. Loutet Farm, an initiative of the Edible Garden Project, produces locally-grown food for the community and provides opportunities for residents to learn about urban agriculture. The Edible Garden Project is seeking funding to establish and maintain two honey bee hives at Loutet Farm after their bee colonies collapsed last season. The new bee hives will offer greater pollination and increased yields in their produce fields and serve as an educational tool for school visits, a workshop series and community events.

Organization: Gerry's Garden Society
Project: Gerry's Garden
Amount Requested: \$5,000
Grant Recommendation: \$1,567.00

Project Description:

Established in 2008, Gerry's Garden is a half acre community garden that is volunteer created and run. The space was previously covered in concrete, weeds and invasive plants before Gerry MacPherson and volunteers began to transform the area into a vibrant social meeting space that includes benches, paths, trees and habitats for birds, bees and butterflies. Gerry's Garden has become a much loved asset to the community and is regularly visited by seniors, school children and residents alike. The Society is seeking funding to install shrubs, perennials and bedding plants to provide habitat for bees, butterflies and hummingbirds, and continue to beautify the area for visitors to enjoy.

Organization: Lower Lonsdale Community Gardens
Project: Community Garden Infrastructure Upgrades
Amount Requested: \$5,000
Grant Recommendation: \$3,000

Project Description:

For the past 35 years, Lower Lonsdale Community Gardens has provided green space for residents and visitors to enjoy, and affordable garden plots to enable residents of multifamily buildings in the Lower Lonsdale area to grow their own fruit and vegetables. The Gardens have been at their current location on the corner of St. George's Avenue and East 2nd Street since 2004 and the garden plots are now in need of repair. Funding from the Living City Grant Program will be used to contract a carpenter and for materials to repair and replace garden plot boards, signage and the shed roof. Labour for the project will be provided by member volunteers who are committed to improving the safety, aesthetics and function of the gardens. Staff are meeting with the Lower Lonsdale Community Gardens board to discuss the feasibility study for the North Shore Neighbourhood House site which is underway.

5) Organization: Lookout Housing & Health Society Project: Mosquito Creek Community Cleanup Project Amount Requested: \$5,000 Grant Recommendation: \$2,066.00

Project Description:

Since 1971, the Lookout Housing and Health Society has offered a range of housing options, community resources and health services to marginalized individuals in communities across Metro Vancouver. The North Shore Housing Centre provides emergency shelter beds, transitional housing units, weather response mats and an outreach team to serve as a "social safety-net" to community members in need. The proposal is for a peer-run program to monitor and clean up the areas surrounding Mosquito Creek near the Lookout property. Under the supervision of Lookout staff, guests and tenants will be provided with safety gear, supplies and training to pick up garbage, recycling and discarded clothing in the area, and be given small stipends to recognize their contributions of time and commitment.

 6) Organization: Simon Fraser University, Pacific Water Research Centre Project: Mackay Creek – Capilano Mall Rain Garden Project Amount Requested: \$5,000 Grant Recommendation: \$1,500

Project Description:

SFU's Pacific Water Research Centre in the Faculty of Environment has developed a community-based volunteer Rain Garden Design Advisory Panel as a key component of their work to address complex water issues through community-engaged research. The Panel works with the North Shore municipalities and community groups to support the creation of new rain garden projects. The project proposal is for the development of a rain garden within a parking lot at Capilano Mall, in collaboration with QuadReal Property Group and the City Engineering Department. The goals of the project are to support the ecology of Mackay Creek, provide a demonstration project for commercial property owners and engage the community in positive, practical and achievable environmental action. Funding from the Living City Grant program will be used to produce a short demonstration video, host a public workshop and help support a project coordinator.

7) Organization: Wildcoast Ecological Society
Project: Social & Ecological Sustainability Improvements on MacKay Creek Spirit Trail
Amount Requested: \$7,350
Grant Recommendation: \$1,600

Project Description:

The Wildcoast Ecological Society is a conservation group that undertakes research, ecological restoration and stewardship activities focused on degraded ecosystems in the South Coast region of B.C. The proposed project aims to restore the Mackay Creek Spirit Trail area in partnership with local schools, First Nations and community groups. Wildcoast will conduct outreach to encourage community involvement in the project, providing educational and volunteer opportunities to First Nations, students, local naturalists and members of the public. The project aims to further habitat protection through the removal of garbage and invasive species, and caging trees to protect from beaver damage, and habitat restoration by planting native species and installing bird, bee and bat boxes.

Due to the large number of grant applications received this year, not all projects could be supported with grant funding. Following careful evaluation of each application on the basis of local focus, financial need, and innovative contribution to environmental sustainability, the APC recommended that five of the applicants not receive funding. The following applications were not recommended for Living City Grant funding this year:

 Organization: Coho Society of the North Shore Project: Coho Festival 2019 International Year of the Salmon Amount Requested: \$5,000

Project Description:

Building on its 40-year history, the Coho Society of the North Shore plans to deliver an expanded 40th anniversary Coho Festival 2019 in recognition of the International Year of the Salmon. The Coho Festival will take place on September 8th at Ambleside Park with a line up of musicians on the main stage and a traditional blessing ceremony by the Squamish Nation. The Society's annual public banner project (which received Living City Grant funding in 2014), designed to raise awareness of salmon conservation and the Coho Festival, will be expanded this year and include banners through the three North Shore municipalities, as well as locations in downtown Vancouver. This year's festival also includes a new legacy component which will feature a series of Interpretive Zones along North Shore salmon-bearing corridors, including a route through the Lower Mackay and Mosquito Creek corridor, to highlight ongoing habitat restoration, remediation and redesign projects alongside permanent art works.

2) Organization: Fresh Air Learning Society Project: Connecting Families to Nature Amount Requested: \$2,000

Project Description:

Established in 2011, the Fresh Air Learning Society delivers programs for children and families to foster stronger connections to each other and to nature. This project aims to offer free community-based walks and hands-on programs, working with community groups to encourage families who are lower-income or new to Canada to participate. The focus of the program is hands-on learning about local creeks, habitat restoration, edible plants and pollinator plants.

3) Organization: Ocean Ambassadors Canada Project: Plastic Reduction Business Initiative Amount Requested: \$4,862.50

Project Description:

Ocean Ambassadors Canada is a Vancouver-based organization with a goal of turning the tide on marine pollution through educating community members and empowering them with tools to make real change. In the proposed Plastic Reduction Business Initiative, Ocean Ambassadors will work with three merchant associations in Metro Vancouver, including the Shipyard District in Lower Lonsdale, to reduce single-use plastic containers, cutlery and cups. The Initiative involves providing education sessions and ongoing support to business owners, and developing a plastic reduction initiative toolkit with best practices.

4) Organization: Ocean Ambassadors Canada Project: School Certification Program Amount Requested: \$4,580

Project Description:

Since its launch in 2017, Ocean Ambassadors Canada has engaged more than 3000 students in Metro Vancouver and Vancouver Island schools around the issues of plastic pollution and environmental protection. The School Certification Program provides education and training to students to lead environmental initiatives within their schools that reduce plastic use and raise awareness of sustainable consumption. Ocean Ambassadors Canada is seeking funding for the staff time and promotional materials needed to enroll three schools within the City of North Vancouver in the School Certification Program.

5) Organization: Wild Bird Trust Project: Coast Salish Plants Gardening Guide Amount Requested: \$1,500

Project Description:

The Wild Bird Trust operates the Maplewood Flats Bird Conservation Area and the Coast Salish Plant nursery at Maplewood Flats in the District of North Vancouver. The nursery aims to restore a diversity of native plants in residents' properties and provide education about the ecological and Coast Salish cultural significance of the plant species. The Wild Bird Trust is seeking funding to develop a plant guide and deliver two workshops at Maplewood Flats and at the City of North Vancouver Library to promote the planting of native species, and encourage reconciliation by increasing understanding of Coast Salish People's traditional plant use.

FINANCIAL IMPLICATIONS

The Living City Grant Program is funded through an annual operating budget provision of \$15,000.

RESPECTFULLY SUBMITTED:

Larisa Lensink, MREM Environmental Sustainability Specialist




Living City Grant Program

Terms of Reference

The City of North Vancouver is committed to social, economic, and environmental sustainability. The Living City Grant Program (LCGP) provides funding opportunities for small-scale, community-based parks and environment initiatives managed by not for profit organizations. A total of **\$15,000** in grants is awarded each year.

WHO CAN APPLY?

- Registered not-for-profit societies
- Unincorporated local community associations, groups and service clubs

WHAT IS NOT ELIGIBLE?

The LCGP does not extend funding for projects which:

- are for-profit commercial ventures
- are organized by a private enterprise
- receive grants from other City sources for the same purpose
- duplicate specific work conducted by the City of North Vancouver
- attract participants exclusively outside the City of North Vancouver

Please note:

- Late applications will not be accepted;
- LCGP funding cannot be awarded retroactively;
- LCGP funding is not intended to provide core funding for ongoing programs; and
- The City reserves the right to request evidence of liability insurance if deemed necessary.

HOW ARE APPLICATIONS EVALUATED?

All applications will be reviewed and prioritized according to the following criteria:

- Innovative means to contribute to the social and environmental sustainability of the City
- Clear project goals and objectives
- Clear action plan which is realistic and attainable in terms of timing and resources
- Evidence of community support and inclusiveness
- Evidence of an evaluation plan to measure project effectiveness
- Evidence of financial need and fiscal responsibility
- Willingness to work in collaboration with other City-related sustainability initiatives
- Consistent with and supportive of the City's parks and environmental goals as presented in the Official Community Plan

REPORTING REQUIREMENTS

Funding recipients will be required to submit the following reports, in this order:

- Interim report (submitted 6 months after receiving initial funding) listing any program events and deliverables to date
- Final report (submitted within 12 months of receiving funding)

APPLICATION PROCEDURES

Application forms and deadline information are available at www.cnv.org/LivingCityGrant.

Applicants are strongly encouraged to contact City staff well in advance of submitting an application package. Please contact the following member of staff to indicate your interest in the LCGP and to discuss the suitability of your project:

Larisa Lensink Environmental Sustainability Specialist Phone: 604-990-4240 Email: Ilensink@cnv.org

Complete application packages must be delivered to:

Living City Grant Program Planning - Environmental Sustainability City of North Vancouver 141 West 14th Street North Vancouver, BC V7M 1H9 Email: livingcitygrant@cnv.org | Phone: 604.990-4240

All applications will be reviewed and prioritized, based on evaluation criteria, as outlined above, by the Advisory Planning Commission (APC).

A report outlining the recommended projects for LCGP funding will be submitted to City Council for final approval.

Applicants will receive written notification of Council's decision within sixty (60) days of the submission date.

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West Vancouver BC SPCA: Council Presentation

Charlotte Ellice, Branch Manager June 10, 2019



About the BC SPCA

MISSION: To protect and enhance the quality of life for domestic, farm and wild animals in B.C.

VISION: To inspire and mobilize society to create a world in which all animals enjoy as a minimum,

five essential freedoms:

- 1. Freedom from hunger and thirst
- 2. Freedom from pain, injury, and disease
- 3. Freedom from distress
- 4. Freedom from discomfort
- 5. Freedom to express behaviours that promote well-being



2019-2023 Strategic Plan

PRIORITIES:

- Protecting animals from cruelty & neglect
- **Caring** for animals in the community & in our shelters
- **Inspiring** the public to take action for animals
- **Growing** our organization so we can do our best



spca.bc.ca/strategicplan



What We Do

• Established in 1895 by provincial statute, the BC SPCA operates 44 locations across B.C.

• In 2018:

- 572 staff and nearly 5,500 volunteers
- Cared for over 47,000 animals
- Launched over 8,000 cruelty investigations
- The BC SPCA operates a donorfunded, toll-free animal cruelty hotline
- The BC SPCA's 32 Special Provincial Constables respond to respond to reports of animals in distress



Your Community Branch

3 full-time, 3 part-time, 4 casual staff members and over 100 active volunteers

In 2018:

- Our branch took in 5 dogs and puppies and 52 cats and kittens from the North Vancouver city. Many requiring medical care and with no identification
- Our Branch hosted kids camps for 120 children, teaching animal welfare themed games & activities, "take action" projects to benefit the animals and wildlife in their community, along with "animal time"
 - 98 attendees were from North Vancouver area



Shelter Services

- Rehoming & housing of animals through stray, owner surrender, Cruelty investigations & Bylaws
- Responding to injured animals
- Compassionate boarding and assisting with humane euthanasia
- Dog boarding
- Cruelty investigations
- Volunteering programs for adults and youth
- Kids camps and Humane youth education



.....



Branch & Community Events

- **In 2018** we attended a variety of community events on the north shore including the CNV treat week event. In addition our branch hosted 7 fundraising events.
- **In 2019** we plan to broaden both our fundraising efforts and our attendance at community events

Some of these Events in your community include;

- Construction Cares indoor fair
- North shore Canada Day parade
- Canada Day Celebration @ Waterfront Park



BC SPCA & Municipal Bylaws

The BC SPCA's Model Animal Responsibility Bylaws package outlines **evidence-based bylaws** providing for public safety and the humane treatment of animals.

Animals raised under inhumane conditions are **more likely** to carry communicable disease and exhibit aggressive behaviour.

Our model bylaws package covers topics such as:

- Standards of care for household pets
- Best practices for regulating the keeping of urban hens, bees and exotic animals
- Regulating animal businesses



Changes for Consideration

- The BC SPCA recommends Council consider **bylaw changes** to improve animal welfare in North Vancouver
- Key components include:
 - 1. Introduction of mandatory cat identification
 - 2. Prohibiting the sale of dogs, cats, or rabbits from pet stores
 - 3. Prohibiting the feeding of wildlife
 - 4. Limits on tethering
 - 5. To add the animal care provision to all animals rather than just dogs



Thank You!

CONTACT INFORMATION:

Charlotte Ellice Branch Manager cellice@spca.bc.ca 604-922-4622

bylaws@spca.bc.ca



Christine Baird

Subject:

FW: Delegation Request

From: Charlotte Ellice - West Vancouver Branch Manager, BC SPCA <<u>cellice@spca.bc.ca</u>>
Sent: February-28-19 12:37 PM
To: Karla Graham <<u>kgraham@cnv.org</u>>
Subject: Delegation Request

Hi Karla, I would like to request to speak to council this year on the subject of our organization, (our BC SPCA branch specifically), who we are and what services and resources we provide to our north shore communities.

It has come to my attention that we are not well known in the North vancouver City and I would like to advise council, we are very much an active part of your community, providing animal welfare, resources and sheltering services for vulnerable animals.

My plan would be to present a power-point presentation outlining the details above.

I look forward to hearing from you,

Charlotte Ellice Branch Manager BC SPCA West Vancouver Branch 1020 Marine Drive Ambleside Park, P.O. Box 91072 West Vancouver BC V7V 3N3 604.922.4622 Shelter 604 841 6063 Cellular cellice@spca.bc.ca • spca.bc.ca/westvancouver



Rev	ewed by:	
	CAO	

OUR MISSION: To protect and enhance the quality of life for domestic, farm and wild animals in British Columbia.

The BC SPCA is a not-for-profit organization reliant on donations from the public. Charitable Tax # BN 11881 9036 RR0001

This message and any attachments or links are for the sole use of the intended recipient(s) and may contain privileged and confidential information. Any unauthorized review, use, disclosure or distribution is prohibited. If you are not the intended recipient, please notify us immediately and destroy the original message. Thank you.

New Model Animal Responsibility Bylaws Version 3



September 2017

BCSPCA SPEAKING FOR ANIMALS

Executive summary

Public health, safety, and environmental risks are key concerns for every municipality. Incidents involving cat overpopulation, dangerous dogs and exotic animals have created expectations for regulators to proactively address these issues. The BC SPCA has dedicated its expertise as British Columbia's oldest, and Canada's largest, animal welfare organization, to designing this package of model bylaws that will help municipalities address the root causes of animal-related issues in their communities. BC SPCA staff and volunteers with expertise in animal control, animal behaviour and welfare, wildlife management and the legal system collaborated on the production of these evidence-based model bylaws.

This package contains model bylaws on:

- Animal control, including provisions to address dangerous dogs, exotic animals, animal licensing and identification, urban chickens and bees, livestock protection, hoarding, community cat colonies and basic standards of animal care.
- Waste and attractant management, to address unintentional feeding of wildlife not covered by provincial wildlife regulations.
- Business licensing, including licensing standards for animal breeders, boarders, service providers and pet stores.

About the **BC SPCA**

The British Columbia Society for the Prevention of Cruelty to Animals (BC SPCA) has been protecting animals and advocating on their behalf for more than 120 years. Through its 36 branches, three veterinary hospitals, two spay and neuter clinics, one wildlife rehabilitation centre, a provincial call centre and its provincial office in Vancouver, the BC SPCA provides a wide range of services for more than 45,000 animals a year in distress and need around the province.

This document was prepared by Amy Morris, B.A., MPP in consultation with staff at the BC SPCA, municipal bylaw managers and lawyers.

For consultation and more information regarding these bylaws, email <u>bylaws@spca.bc.ca</u> or call 1-800-665-1868.

Mission

To protect and enhance the quality of life for domestic, farm and wild animals in British Columbia.

Vision statement

To inspire and mobilize society to create a world in which all animals enjoy, as a minimum, five essential freedoms:

- Freedom from hunger and thirst
- Freedom from pain, injury and disease
- Freedom from distress
- Freedom from discomfort
- Freedom to express behaviours that promote well-being.

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Introduction

The BC SPCA released the first edition of its model bylaw in 2009. Since that time, new issues have emerged and better solutions have been identified. This update to the model bylaw incorporates the most recent best practices for municipal policy-based on scientific evidence.

Legality of bylaws related to animals

Municipalities are incorporated areas. Other than the City of Vancouver, municipalities in British Columbia are governed by the *Community Charter*. A municipality has the authority to provide any service that the council considers necessary or desirable, including prohibiting and imposing requirements in relation to animals in 8(3)(k). This is quite broad and allows for significant discretion in regard to animals. Part 3 Division 6 of the Community Charter specifically permits municipalities to establish classes of animals, to seize animals and to declare dogs dangerous. In International Bio Research v. Richmond (City), 2011 BCSC 471, the Supreme Court of British Columbia held that, as long as there is a "municipal purpose" as outlined in section 7 of the Community Charter, a municipality is justified in passing bylaws related to animals. This section highlights that municipal purpose includes providing services and laws for community benefit, and fostering the economic, social and environmental well-being of its community.

Regional Districts provide governance and the delivery of services on a region-wide basis. They serve as the local government for residents and property owners in unincorporated rural areas. The *Municipal Act* gives the Province of British Columbia authority to issues Letters Patent to each Regional District. These official documents set out the political and administrative framework for the delivery of services, including any services related to animals. The *Municipal Act* specifically mentions the ability of Regional Districts to issue licences to a person who owns, possesses or harbours a dog (524). Municipalities can make bylaws in accordance with the *Community Charter* that supersede a Letter's Patent that also applies to their area.

Why address welfare at the municipal level?

Issues related to public health and safety and pet welfare are important to the Canadian public.

Municipal purpose: Each year, the Union of British Columbia Municipalities sends resolutions to the Province to ask them to address issues related to animals. More often than not, the response from the Province is that the *Community Charter* already gives municipalities the ability to address the issue locally.

Pilot project: Successful bylaw pilot projects in municipalities with data on enforcement can be helpful in making the case that a province-wide approach is needed, and demonstrates the success of such an approach on a small scale.

Ticketing authority: The municipal authority to issue a ticket for a bylaw violation is an authority not granted to the BC SPCA. While most citizens are motivated to take action once they have adequate education, there are some who require enforcement action. Enforcement actions involving tickets can help to fund enforcement activities, and more importantly, be a strong motivator for a citizen to move to action.

Shine light on animal abuse: Municipalities without bylaws in place to address animal issues can also become known as a "safe haven" for people who neglect and abuse animals. The BC SPCA frequently encounters scenarios where a person facing enforcement action in one municipality for animal neglect will move to another with fewer regulatory bylaws.

The remainder of the bylaw package provides summaries on specific issues and bylaw recommendations to address these issues.





Standards of care including hot cars and tethering

Animals who are poorly cared for can become a serious risk to community health and safety. Animals housed in unsanitary conditions are common sources of zoonotic disease (diseases that are transferable to humans) and animals raised in inadequate environments without proper socialization (e.g., confined in crates or tethered in backyards) are more likely to exhibit aggressive behaviour.

Bylaws that require basic standards of animal care allow bylaw officers to be proactive and address these issues of concern before an incident occurs. Sixty-eight municipalities in British Columbia have already instituted bylaws that require some basic standards of animal care. The adoption of such bylaws can be used to complement the provisions on animal care contained in the *Prevention of Cruelty to Animals Act*.

Animal neglect and cruelty including fighting

In cases of welfare issues related to cruelty and neglect, the BC SPCA recognizes the importance of partnering with bylaw officers to address issues related to irresponsible owners. The *Community Charter* gives municipalities the ability to ticket for bylaw offenses, while authorized agents responsible for enforcing the *Prevention of Cruelty to Animals Act* are not able to issue related tickets. Bylaw officers can issue tickets for offenses related to standards of care and be in communication with BC SPCA animal protection officers for follow-up as required. Contact the BC SPCA Call Centre with any concerns or questions at 1-855-622-7722.

Tethering and confinement

The BC SPCA strongly opposes the indiscriminate chaining, or other methods of tethering dogs, without due regard for their physical and/or psychological well-being. Dogs are social animals who require and thrive on companionship and interaction with people and other animals. Dogs can suffer immense psychological damage; they can become bored, anxious or frustrated and may show signs of aggression or destruction. Peer-reviewed studies have shown that dogs increase their aggression towards other dogs when tethered¹

¹ White, J., McBride, E.A. and Redhead, E. (2006). Comparison of tethering and group-pen housing for sled dogs. Universities Federation for Animal Welfare (UFAW) Conference 2006, London, UK, 13 Sep 2006. Accessed: http://eprints.soton.ac.uk/55343 on November 14, 2008.

and that a significant proportion of fatal dog attacks (17%) are from dogs restrained on their own property².

The BC SPCA recognizes that municipalities prefer to take a culturally relevant approach to regulating tethering and confinement, so as not to punish responsible owners. For ease of enforcement and to decrease safety risks to the dog and others, the BC SPCA recommends each municipality, at a minimum, include specific provisions 1.3 and 3.4 below in their bylaw.

Animals in hot cars

Enforcing a bylaw related to animals in hot cars can be challenging. Each agency, including the police, the BC SPCA and the municipality, must balance both public expectation and resources. While the BC SPCA has the authority to remove animals in distress from vehicles, the Cruelty Investigations Department is 100% donor-funded and limited by having only 30 constables for the entire province and cannot issue tickets to guardians who are in violation of a municipal bylaw. Police and the RCMP have the ability to remove animals from vehicles and may have more agents for service delivery; however, they are often dealing with other high priority emergency response situations. Addressing the issue of animals in hot cars requires a multi-agency response, ideally with a bylaw officer attending to issue a ticket and to determine if the animal is licensed in accordance with the requirements of the licensing bylaw. Where necessary, the RCMP or the BC SPCA attends to remove the animal from the vehicle. The BC SPCA is supportive of updates to the *Community Charter* that would give bylaw officers authority to remove animals from vehicles, given the time-sensitive and serious nature of this issue.

The language of this provision (number 4 below) is written to allow for discretion based on the breed and animal type, recognizing that a dog with genetics from Egypt, for instance, will differ significantly to a dog with genetics from northern British Columbia. There is no specific temperature or amount of time that is deadly for all animals. Symptoms of heat stroke include exaggerated panting (or the sudden cessation of panting), excessive salivation, an anxious or staring expression, a rapid or erratic pulse, vomiting and diarrhea, weakness, muscle tremors, a lack of coordination, collapse, convulsions and death.

²Sacks, J., Sinclair, L., Gilchrist, J., Golab, G.C., and Lockwood, R. (2000). Breeds of dogs involved in fatal human attacks in the United States between 1979 and 1998. *Journal of the American Veterinary Medical Association*, 217, 6.

Choke, prong and shock collars



The BC SPCA does not support the use of devices and techniques that cause anxiety, fear, distress, pain or injury, such as choke chains, prong and shock collars. Recent scientific evidence demonstrates that dogs trained with choke, prong and shock collars are more likely to exhibit aggressive behaviour. Bylaws like this (6.3 below) can be enforced through the same monitoring already in place for off-leash areas and community patrols. Enforcement is best coupled with education around alternate training tools, such as front-clip harnesses and head collars.

Bylaw

Definitions

"Animal" means any member of the Kingdom Animalia excluding humans;

"Enclosure" means a structure forming a pen suitable to confine an animal; and

"Owner" includes a person owning, possessing, harbouring or having charge of an animal or permitting an animal to remain about the persons' house or premises or to whom a licence for an animal has been issued pursuant to this bylaw and where the owner is a minor, the person who is the legal guardian or has custody of the minor.

Standards of Care

- 1. No person shall keep any animal in the municipality unless the animal is provided with:
 - 1.1 clean potable drinking water and food in sufficient quantity and of a recognized nutritional quality to allow for the animal's normal growth and the maintenance of the animal's normal body weight;
 - 1.2 food and water receptacles which are clean;
 - 1.3 the opportunity for regular exercise sufficient to maintain the animal's good health, including daily opportunities for social contact with people or animals, to be free of an enclosure and exercised under appropriate control; and
 - 1.4 necessary veterinary care when the animal exhibits signs of pain, injury, illness, suffering, or disease.
- 2. No person may keep any animal which normally resides outside or which is kept outside for extended periods of time, unless the animal is provided with outside shelter:
 - 2.1 which ensures protection from heat, cold and wet that is appropriate to the animal's weight and type of coat;
 - 2.2 which provides sufficient space to allow the animal the ability to turn about freely and to easily stand, sit and lie in a normal position; at least one and a half (1.5) times the length of the animal in all directions, and at least as high as the animal's height measured from the floor to the highest point of the animal when standing in a normal position plus 10%;
 - 2.3 which provides sufficient shade to protect the animal from the direct rays of the sun at all times;

- 2.4 which contains dry bedding that will assist with maintaining normal body temperature; and
- 2.5 which is regularly cleaned and sanitized and all excreta removed at least once per day.
- 3. No person may cause, permit or allow an animal:
 - 3.1 to be hitched, tied or fastened to a fixed object in such a way that the animal is able to leave the boundaries of the owner's property; or
 - 3.2 to be hitched, tied or fastened to a fixed object where a choke, prong or shock collar forms part of the securing apparatus, or where a rope or cord is tied directly around the animal's neck; or be tethered other than with a collar that is properly fitted to the animal and attached in a manner that will not injure the animal or enable the animal to injure itself by pulling on the tether; or
 - 3.3 to be hitched, tied or fastened to a fixed object except with a tether of sufficient length to enable the full and unrestricted movement of the animal; or
 - 3.4 to be hitched, tied or fastened to a fixed object unattended at any time; or
 - 3.5 to be hitched, tied or fastened to a fixed object for longer than four (4) hours within a 24 hour period.
- 4. No person shall keep an animal confined in an enclosed space, including a motor vehicle, without sufficient ventilation to prevent the animal from suffering discomfort or heat or cold-related injury. Such enclosed space or vehicle (if stationary) shall be in an area providing sufficient shade to protect the animal from the direct rays of the sun at all times.
- 5. No person may transport an animal in a vehicle outside of the passenger compartment or in an uncovered passenger compartment, unless it is adequately confined to a pen or cage, or secured in a body harness or other manner of fastening to prevent it from jumping, falling off the vehicle or otherwise injuring itself.
- 6. No person shall permit an animal to suffer from thermal distress, dehydration, discomfort or exertion causing unnecessary pain, suffering or injury.
- 7. Notwithstanding any other provision of this bylaw, no person shall:
 - 7.1 abandon any animal;
 - 7.2 in any way use poison, air pellet guns, bows and arrows, sling shots and the like on any animal;
 - 7.3 use choke, prong or shock collars or harsh physical or verbal corrections to train or restrain any animal;
 - 7.4 tease, torment, provoke, punch, kick or choke an animal;
 - 7.5 cause, permit or allow an animal to suffer; or
 - 7.6 train or allow any animal to fight.



Standards of care for impounded animals

Research in the last 15 years highlights how short-term experiences can have a lasting effect on animals. In shelter situations, the care an animal receives each day is directly correlated to their physical and psychological well-being. Animals who have appropriate provisions of food and clean water, the opportunity for exercise and social enrichment, the provision of veterinary care, and separate spaces for sleeping, eating and eliminating have better outcomes than animals whose care is limited by issues related to inadequate space, staffing or budget. The *Canadian Standards of Care in Animal Shelters* is a national standard for animal impoundment facilities, which contains a list of minimum standards and best practices for the keeping of animals in a shelter environment. Facilities falling below minimum standards must take steps to rectify these deficiencies or work with a contractor who will assist them in addressing these minimum acceptable practices.

When performing euthanasia in a shelter, each individual animal must be treated with respect. A veterinarian with appropriate training and expertise for the species involved should be consulted to ensure that proper procedures are used. Any euthanasia method used in a shelter must quickly induce loss of consciousness followed by death, while ensuring the death is as free from pain, distress, anxiety, or apprehension as possible. The euthanasia method must be reliable, irreversible and compatible with the species, age and health status of the animal. Any agent or method that is unacceptable according to the AVMA Guidelines on Euthanasia is also unacceptable for use in shelters. The identity of each animal to be euthanized must be determined with certainty beforehand, including scanning multiple times for a microchip using a universal scanner and verifying that the animal is properly designated for the procedure. An assessment must be made of each animal's size, weight and temperament so the appropriate drug dose, needle and syringe size as well as restraint method can be used.

Bylaw Definitions

"Animal" means any member of the Kingdom Animalia excluding humans;

"Animal Shelter Manager" means any person appointed by the municipality as the animal shelter manager or any contractor who has entered into an agreement with the municipality to assume the responsibilities of the animal shelter manager pursuant to this bylaw, and includes the delegates of this person;

"Impounded" means seized, delivered, received, or taken into the custody of the municipality or in the custody of the animal shelter manager;

"Owner" includes a person owning, possessing, harbouring or having charge of an animal or permitting an animal to remain about the persons' house or premises or to whom a licence for an animal has been issued pursuant to this Bylaw and where the Owner is a minor, the person who is the legal guardian or has custody of the minor; and

"Permanent Identification" means identification for an animal in the form of a traceable tattoo or a microchip that contains the current contact information of the owner.

Shelter Standards

- 1. The animal impoundment facility shall ensure all "must" and "unacceptable" statements set out in the *Canadian Standards of Care in Animal Shelters: Supporting ASV Guidelines* are addressed. This document is available at (<u>https://www.canadianveterinarians.net/documents/canadian-standards-of-care-in-animal-shelters</u>).
- 2. The animal shelter manager shall ensure that all animals impounded under this bylaw receive sufficient food, water, shelter, exercise, social interaction and, if necessary, reasonable veterinary attention, and that the animals are not mistreated during seizure and impoundment.
- 3. During the impoundment period, the animal shelter manager shall provide veterinary care and pain control for an injured or ill impounded animal as may be necessary to sustain its life and relieve distress.
- 4. If an animal shelter manager considers that an impounded animal requires:
 - 4.1 a vaccination;
 - 4.2 flea treatment;
 - 4.3 worm treatment;
 - 4.4 examination by a veterinarian; or
 - 4.5 urgent veterinary care to alleviate any pain or suffering as recommended by a veterinarian,

then the animal shelter manager can cause such care to be provided at the sole cost and expense of the animal's owner.

- 5. During or following the impoundment period, the animal shelter manager must, in consultation with a veterinarian, take an animal to a veterinarian for euthanasia, where s/he reasonably believes:
 - 5.1 immediate veterinary treatment cannot prolong the animal's life, or;
 - 5.2 prolonging the animal's life would result in the animal suffering unduly, and;
 - 5.3 all reasonable efforts to contact the owner of the animal have failed.
- 6. Any euthanasia method used in a shelter must quickly induce loss of consciousness followed by death, while ensuring the death is as free from pain, distress, anxiety, or apprehension as possible. The euthanasia method must be reliable, irreversible and compatible with the species, age and health status of the animal. Any agent or method that is unacceptable according to the AVMA Guidelines on Euthanasia is also unacceptable for use in shelters.
- 7. The animal shelter manager is entitled to recover from the owner the cost of veterinary care provided while the animal was impounded, in addition to any other fees due to the municipality for the redemption of the animal.

Hoarding and animal limits

Setting a limit to the number of animals that one household can provide care for is always going to be subjective. The size and type of animal, the caregiver's capacity to provide care and the size of the caregiver's property will all play a role in how many animals for whom it is possible to provide adequate care. The BC SPCA is supportive of having a limit that allows for enforcement in hoarding situations, while not penalizing the average pet guardian.

Enforcement also plays a significant role in addressing hoarding situations. Where a family is providing adequate care and is over the limit, an animal bylaw officer can choose to use education rather than issuing a ticket or seizing animals. In some cases, a person may be providing community assistance by caring for a friend's animal temporarily. If there are no concerns regarding licensing, welfare or public safety, the BC SPCA recommends leniency for caring and responsible animal guardians.



"Animal Bylaw Officer" means any person appointed by council as an animal control officer or bylaw enforcement officer;

"Cat" means the domestic cat Felis catus;

"Community Cat" means any free-roaming cat that may be cared for by one or more residents of the immediate area who is/are known or unknown; a community cat may or may not be feral. Community cats are exempt from licensing and are not considered to be stray or at-large;

"Community Cat Caregiver" means a person who, in accordance with a good faith effort to conduct Trap-Neuter-Return, provides care. This care includes providing food, shelter, or medical care to a community cat. However, community cat caregivers are not the owner or keeper of a community cat (see section Cat population control and feral cat colonies);

"Dog" means the domestic dog Canis lupus;

"Licensee" means any person or business entity who obtains a licence to operate and does operate a business that involves providing care for animals, other than a veterinary clinic, including pet stores, animal kennels, animal daycares, dog walkers and animal groomers; and

"Small Animals" means domestic ferrets, domestic mice, domestic pigeons, domestic rats, European rabbits (*Oryctolagus cuniculus*), gerbils, guinea pigs, hamsters and small birds (e.g., budgies, canaries, cockatiels, lovebirds).

Limit on Pets

1. No person shall keep or allow to be kept on any real property more than a total of six (6) cats and dogs over the age of twelve (12) weeks, and a reasonable number of small and aquatic animals, unless they are a licensee, community cat caregiver, veterinary clinic or animal shelter.



2. If a person is providing temporary care for more than a total of six (6) cats and dogs over the age of twelve (12) weeks, they shall notify the animal bylaw officer with the number and species of animals, reason and estimated length of time they will be providing care.



Dangerous dogs and aggression

Dog aggression, while a natural behavior for dogs, can be a serious threat or harmful to public safety and other animals. A prevalent and divisive issue, it must be addressed if we are to create humane communities where humans and dogs co-exist and enrich each other's lives. The most effective approach to dealing with the issue of inappropriate canine aggression in our communities is to develop a coordinated strategy. Strategies for a municipality to adequately address aggression include:

- Animal control bylaws that promote spaying and neutering, make pet identification mandatory, restrict the keeping of poorly socialized backyard dogs and place the burden of responsibility for an animal's actions on the guardian, not the dog;
- Partnering with agencies that enforce provincial laws to address animal neglect, which contributes to canine aggression;
- Developing effective licensing schemes that regulate breeding facilities and pet stores, as these components of the animal sector play a critical role in the early socialization of pets;
- Registering dogs with aggressive behaviour through reporting by veterinarians, groomers, police, postal carriers, animal control officers, meter readers and humane organizations;
- Creating a centralized, accessible database for the recording of dog bite incidents;
- Requiring mandatory remediation of aggressive, vicious or dangerous dogs using humane, force free methods;
- Providing education on responsible pet guardianship, canine behaviour and dog bite prevention;
- Developing resources for guardians of dogs with aggression problems, including identifying professionals who can provide remedial measures for canine aggression that are in line with the BC SPCA's FAQ on "How to choose a dog trainer": http://spca.bc.ca/dog-trainer/

By implementing these recommended bylaws, municipalities can proactively address many of the predisposing factors to canine aggression problems in a community.



Breed-specific restrictions are not a solution

The BC SPCA opposes breed specific restrictions, as commanding evidence³⁴⁵ demonstrates that they do not adequately address the problem of dog aggression in a community.

Rather, the most effective way to address public safety concerns is for government, animal welfare organizations and other stakeholders to work together on multi-faceted strategies that identify and address the sources of dangerous dogs of all breeds.

The BC SPCA strongly recommends against breed banning for the following reasons:

- Breed-specific restrictions ignores the fact that aggressive behaviour can occur in any breed.
- Breed-specific restrictions do nothing to discourage irresponsible behaviour of people who breed, train, sell or possess dangerous dogs who are not named under the breed ban. To avoid breedspecific restrictions, people who want aggressive dogs will switch to other breeds or select cross-breeds that are difficult to classify.
- There are no efficient methods to determine a dog's breed in a way that can withstand legal challenge. Any breed-specific restriction inevitably results in the creation of subjective and arbitrary factors to determine breed.
- Breed-specific restrictions treads upon the rights of responsible dog guardians who cherish a non-aggressive pet whose breed may fall under the legislation.

³ Huitson, N.R. (2005). *An exploratory analysis of the emergence and implications of breed specific legislation: Knee-jerk reaction or warranted response?* (Master's thesis). Retrieved from Simon Fraser University Library.

⁴ Clarke, N.M. & Fraser, D. (2013). Animal control measures and their relationship to the reported incidence of dog bites in urban Canadian municipalities. *Canadian Veterinary Journal* 54(2), 145-149.

⁵ Ledger, R. A., Orihel, J.S., Clarke, N., Murphy, S, & Sedlbauer, M. (2005). Breed specific legislation: Considerations for evaluating its effectiveness and recommendations for alternatives. *Canadian Veterinary Journal*, 46, 735-743.

Bylaw

Adapted from City of Surrey Bylaw No. 19105

Definitions

"Aggressive Behaviour" means any behaviour by a dog that demonstrates a threat or harm directed at a person or animal and includes snarling;

"Aggressive Dog" means a dog that:

- a) has without justifiable provocation displayed aggressive behaviour toward a person or animal; or
- b) has without justifiable provocation caused a minor injury to a person or animal;

"Animal" means any member of the Kingdom Animalia excluding humans;

"Animal Bylaw Officer" means any person appointed by council as an animal control officer or bylaw enforcement officer;

"Animal Shelter Manager" means any person appointed by the municipality as the animal shelter manager or any contractor who has entered into an agreement with the municipality to assume the responsibilities of the animal shelter manager pursuant to this bylaw, and includes the delegates of this person;

"At Large" means:

- an animal located elsewhere than on the premises of the person owning or having the custody, care or control of the animal that is not under the immediate charge and control of a responsible and competent person;
- b) an animal located upon a highway or other public place, including a school ground, park or public beach, that is not secured on a leash to a responsible and competent person; or
- c) a vicious dog or dangerous dog that is on the premises of the owner that is not contained in an enclosure or securely confined within a dwelling;

"Dangerous Dog" means a dog that:

- a) has killed or seriously injured a person;
- b) has killed or seriously injured an animal while in a public place or while on private property, other than property owned or occupied by the person responsible for the dog;
- c) has previously been deemed a vicious dog and has since attacked or caused injury to a person or animal after being deemed a vicious dog; or
- d) as defined in the Community Charter S.B.C. 2003 c. 26, as amended;

"Dog" means an animal of the canine species, irrespective of sex or age;

"Dangerous Dog Enclosure" means a fence or structure at least two (2) metres in height and two (2) metres in width, forming or causing an enclosure suitable to prevent unauthorized entry and suitable to confine a dog in conjunction with other measures taken by the owner. The enclosure must be securely enclosed and locked and designed with secure sides, top and bottom and must be designed to prevent the animal from escaping;

"Identification" means:

- a) a collar or tag worn by an animal which includes the name, current address and contact information of the owner;
- b) a traceable tattoo;
- c) a traceable microchip; or
- d) a valid licence tag issued by a local government in British Columbia;

"Impounded" means seized, delivered, received or taken into the custody of the municipality or in the custody of the animal shelter manager;

"Guard Dog" means a dog that is specifically trained for or used primarily for the purposes of guarding property, including residential, commercial and industrial property;

"Muzzle" means a humane basket-style fastening or covering device that is strong enough and wellfitted enough to prevent the dog from biting, without interfering with the breathing, panting or vision of the dog or with the dog's ability to drink;

"Neuter" means the sterilization of a male animal by removal of the testicles or by any method of pharmaceutical sterilization approved by the Canadian Veterinary Medical Association;

"Owner" includes a person owning, possessing, harbouring or having charge of an animal or permitting an animal to remain about the persons' house or premises or to whom a licence for an animal has been issued pursuant to this bylaw and where the owner is a minor, the person who is the legal guardian or has custody of the minor;

"Permanent Identification" means identification for an animal in the form of a traceable tattoo or a microchip that contains the current contact information of the owner;

"Seize" includes impound and detain;

"Serious Injury" means a physical injury to a person or animal that consists of deep punctures, lacerations in more than one direction, broken bones or an injury requiring stitches or cosmetic surgery;

"Spay" means the sterilization of a female animal by removal of the ovaries or by any method of pharmaceutical sterilization approved by the Canadian Veterinary Medical Association; and

"Vicious Dog" means a dog that:

- a) has without justifiable provocation caused a serious injury to a person or animal; or
- b) has a known propensity, tendency or disposition to attack without justifiable provocation; or
- c) has on more than one occasion caused a minor injury to a person or animal; or
- d) has while running at large, aggressively pursued or harassed a person without justifiable provocation, or has demonstrated a propensity, tendency or disposition to do so as deemed by an animal bylaw officer or animal shelter manager.

Aggressive Dogs

- 1. If an animal bylaw officer receives a credible complaint that a dog has exhibited aggressive behaviour, that bylaw officer may issue the owner of that dog written notice of that complaint, such written notice to include the following:
 - 1.1 the date, place and circumstances of the events alleged;
 - 1.2 a warning that if the dog that is the subject of the complaint is found to have exhibited aggressive behaviour again, the dog could be deemed to be an aggressive dog; and
 - 1.3 a copy of the bylaw relating to aggressive dogs.
- 2. Where the owner of a dog has received a notice in the form set out in section 1 above and a bylaw officer receives another credible complaint that the dog has exhibited aggressive behaviour, the dog may be deemed to be an aggressive dog. An animal bylaw officer may issue a written notice to the owner of that dog advising the owner of the requirements of this bylaw with respect to aggressive dogs and which deems that dog to be an aggressive dog.
- 3. Every owner of an aggressive dog shall:
 - 3.1 secure the dog by a collar and leash that is a maximum length of one (1) metre when not on the owner's property;
 - 3.2 ensure that the dog is not running at large within the municipality at any time;
 - 3.3 keep the dog muzzled and on leash when in a designated off-leash area; and
 - 3.4 within fourteen (14) calendar days of receiving notice that their dog is an aggressive dog, ensure the dog has permanent identification and provide the permanent identification information to the municipality.
- 4. An owner, following a period of at least one (1) year from the date stated on the written notice deeming their dog an aggressive dog, may apply to the municipality for relief from the requirements of Section 2 provided that:
 - 4.1 the municipality has received no further complaints in regard to that dog's aggressive behaviour; and
 - 4.2 proof and documentation is provided that the owner and the dog have successfully completed a humane, force-free training course⁶, deemed acceptable by an animal bylaw officer as acting reasonably to address the dog's aggressive behaviour.
- 5. If a dog displays aggressive behavior again after relief has been granted, the requirements of section 2 shall apply in perpetuity.

Vicious Dogs

- 6. Where a dog meets the definition of a vicious dog, an animal bylaw officer may issue written notice to the owner of that dog advising the owner of the requirements of this bylaw with respect to vicious dogs and which deems that dog to be a vicious dog.
- 7. Every owner of a vicious dog shall:

⁶ The Canine Good Neighbour Program offers demonstration of remediation: http://www.ckc.ca/en/Raising-My-Dog/Responsible-Ownership/Canine-Good-Neighbour-Program

- 7.1 secure the dog by a collar and leash that is a maximum length of one (1) metre when not on the owner's property;
- 7.2 ensure that the dog is not running at large within the municipality at any time;
- 7.3 ensure that the dog is not in a designated off-leash area in the municipality at any time;
- 7.4 keep the dog effectively muzzled to prevent it from biting another animal or human when not on the owner's property;
- 7.5 post a clearly visible sign at all points of entry onto any premises where the dog is being kept, temporarily or permanently, warning that there is a vicious dog on the premises;
- 7.6 at all times while the vicious dog is on the person's premises, keep the vicious dog securely confined indoors or confined outdoors in an enclosure; and
- 7.7 within fourteen (14) calendar days of receiving notice that their dog is a vicious dog, ensure the dog has permanent identification and provide the permanent identification information to the municipality.

Dangerous Dogs

- 8. Where a dog meets the definition of a dangerous dog, an animal bylaw officer may issue written notice to the owner of that dog advising the owner of the requirements of this bylaw with respect to dangerous dogs and which deems that dog to be a dangerous dog.
- 9. The owner of any dog that has been deemed a dangerous dog by written notice may, within fourteen (14) calendar days of issuance of that written notice, request in writing that the animal bylaw officer reconsider the decision. The request for reconsideration must be accompanied by:
 - 9.1 written reasons why the dog is not a dangerous dog; and
 - 9.2 a written assessment of the dog, prepared by a dog behaviour specialist within the last six(6) months.
- 10. If the written request for reconsideration referenced is received by the municipality within the time specified in Section 8, the animal bylaw officer may provide the owner and any complainant with an opportunity to make representations regarding the dangerous dog. The bylaw manager may confirm, reverse or amend the decision designating the dog as a dangerous dog and may cancel or modify any restrictions, requirements or conditions imposed by an animal bylaw officer and impose any new or additional restrictions, requirements or conditions as he or she deems necessary or appropriate in the circumstances.
- 11. No person shall own or keep any dangerous dog unless the dog is licensed as a dangerous dog with the municipality by an owner who is over nineteen (19) years of age, who has paid the applicable fee, and who keeps the dog in compliance with Sections 12-14.
- 12. The owner of a dangerous dog has fourteen (14) days to come into compliance with sections 12-13 of the bylaw, from the date the dog was deemed a dangerous dog.
- 13. In order to obtain a licence for a dangerous dog, an owner of a dangerous dog shall supply the following documentation to the municipality:
 - 13.1 completion of the dog licence application;
 - 13.2 written confirmation from a licensed veterinarian that this dog has been neutered or spayed;

- 13.3 written confirmation from a humane animal trainer approved by the municipality that the services of such trainer have been retained for the purpose of providing behavioural remediation to the dog;
- 13.4 written confirmation that the owner has obtained a policy of liability insurance specifically covering any damages for injuries caused by the dog in an amount not less than five hundred thousand (500,000) dollars, and covering the twelve (12) month period during which licensing is sought;
- 13.5 written confirmation that the dog has permanent identification with the permanent identification information outlined on the application; and
- 13.6 payment of the dangerous dog licence fee.
- 14. Every owner of a dangerous dog shall:
 - 14.1 secure the dog by a collar and leash that is a maximum length of one (1) metre when not on the owner's property;
 - 14.2 ensure that the dog is not running at large within the municipality at any time;
 - 14.3 ensure that the dog is not in a designated off-leash area in the municipality at any time;
 - 14.4 keep the dog effectively muzzled to prevent it from biting another animal or human when not on the owner's property;
 - 14.5 post a clearly visible sign at all points of entry onto any premises where the dog is being kept, temporarily or permanently, warning that there is a dangerous dog on the premises;
 - 14.6 at all times while the dog is on the person's premises, keep the dog securely confined indoors or confined outdoors in an enclosure with a roof and locked entry; and
 - 14.7 have the dangerous dog photographed and the photo retained at the animal shelter for identification purposes.
- 15. The owner of a dangerous dog shall promptly notify the municipality's animal shelter manager if:
 - 15.1 the dog is found to be running at large; or
 - 15.2 the dog's owner or place of residence changes; or
 - 15.3 the dog is given away or dies.
- 16. If the owner of a dangerous dog is unwilling or unable to comply with the requirements of sections 12-14, the dog may be seized and impounded for a four (4) day holding period, after which the dog may be euthanized.
- 17. The owner of a dangerous dog may, within four (4) days of impoundment, request the release of a dangerous dog by submitting to the animal shelter manager a letter providing proof of his or her actions of remediation to the contraventions of this bylaw. It will be at the discretion of the animal shelter manager whether the owner meets the requirements of the bylaw. The animal shelter manager must provide a written decision within five (5) days to the owner that, a. the dog may be released as the owner meets the requirements of the bylaw, b. the owner has additional time to meet the requirements of the bylaw and an assigned timeline, or c. the dog will be euthanized.

Guard Dogs

18. Every owner of a guard dog shall prevent the guard dog from leaving the property of the owner by ensuring:

- 18.1 the guard dog is confined within the premises and these premises are reasonably secure against unauthorized entry;
- 18.2 the premises are completely enclosed by means of a two (2) metre fence constructed in accordance with municipal bylaws and any gates in such fence are reasonably secured against unauthorized entry;
- 18.3 the guard dog is securely confined in an area within the premises that is adequate to ensure that the guard dog cannot escape;
- 18.4 warning signs advising of the presence of a guard dog on the premises are posted, with lettering clearly visible from the lesser of the curb line of the property and fifteen (15) metres from the premises, and posted at each driveway or entranceway to the property and at all exterior doors of the premises; and
- 18.5 before bringing the guard dog onto the premises under control of the owner, notify the animal shelter manager, the Fire Department, the Bylaw Enforcement and Licensing Services Division and the police of the address of the property which the guard dog will be guarding, the approximate hours during which the guard dog will be performing guard duties, the breed, age, sex and licence number of the guard dog and the full names, addresses and telephone numbers of the owner and any other individual who will be responsible for the guard dog.

Dangerous Dog Enclosure

- 19. No person shall keep a dog in a dangerous dog enclosure unless all of the following requirements are met:
 - 19.1 the enclosure shall be a fully enclosed structure with a minimum dimension of two (2) metres in width, by four (4) metres in length and two (2) metres in height from the grade upon which the enclosure is constructed;
 - 19.2 the location of the enclosure shall be within a rear yard and shall meet the requirements for an accessory structure contained within the municipality's zoning bylaw, as amended from time to time;
 - 19.3 the enclosure shall include an outside shelter that conforms to the Standards of Care section of this bylaw;
 - 19.4 if the sides are not secured to the bottom of the enclosure, then the sides shall be embedded into the ground no less than thirty (30) centimetres or as deep as may be necessary to prevent the escape of the dog from the enclosure; and
 - 19.5 the enclosure must be regularly cleaned and sanitized and all excreta removed at least once a day.
Licensing and identification

The increase in ownership, movement and variety of animals kept as pets has resulted in problems with public safety, disease control and stray, lost and stolen animals. Carefully legislated and wellimplemented licensing and identification programs help to reunite pets and owners, reduce stress to individual animals and their owners, reduce municipal daily care costs and help with issues related to theft and dangerous dogs. The percentage of animals reunited with their owners in a community is directly connected to the quality of the licensing and identification program. Companies that provide specialized online services to help with licensing can also make a significant difference in the number of animals returned to their owners, as can be seen in the community of Kingston, ON.

Permanent identification

The BC Pet Registry is owned and operated by the BC SPCA and is the only provincial pet identification (ID) registry in British Columbia (B.C.), created solely for the purpose of ensuring that all companion animals find their way home when they stray or are lost. By investing in permanent identification, BC Pet Registry aims to reverse a trend that sees thousands of animals enter shelters in our province each year, with no way to find their way home due to a lack of any form of permanent identification.

BC Pet Registry records the permanent identification information (any microchip, tattoo and/or license) of pets across the province. This program offers a centralized, secure database for guardians to register their pets and partner agencies (veterinary clinics and animal control/rescue groups) to search the database, ensuring that lost/stray animals will return home in greater numbers than ever before. To learn more about how to access the BC Pet Registry system, contact info@bcpetregistry.ca.

Cat registration and licensing

The BC SPCA cares for more than 14,000 cats each year, approximately half of whom come to us as strays. While nearly every municipality in B.C. requires that dogs be licensed, very few have instituted cat licensing. For cat welfare to be improved in any community, regulatory and educational initiatives are needed. While cat licensing alone may not solve cat welfare and control issues, it can be a significant component of any community's efforts to address them.



Cat licensing has demonstrated a number of benefits for cats and people. Among the benefits documented to date are:

- Higher return-to-owner rates, resulting in lower rehoming and/or euthanasia rates for cats.
- Reduction of cat overpopulation by offering monetary incentives for spay/neuter through differential licence fees.

Licensing also represents a municipality's best opportunity to raise revenue for animal control services and associated programming, such as spay/neuter funds.

A municipality must consider the following options when implementing registration or licensing:

- Paid vs. Free
- Mandatory vs. Voluntary
- Lifetime vs. Annual
- Tag vs. No Tag

We present two models for licensing cats, the second which also applies to dogs, and recommend that civic institutions consult with their communities to determine what the best fit is for their own community.

Bylaw

Definitions

"Animal Bylaw Officer" means any person appointed by council as an animal control officer or bylaw enforcement officer;

"Cat" means the domestic cat Felis catus;

"Dog" means the domestic dog Canis lupus;

"Neuter" means the sterilization of a male animal by removal of the testicles or by any method of pharmaceutical sterilization approved by the Canadian Veterinary Medical Association;

"Owner" includes a person owning, possessing, harbouring or having charge of an animal or permitting an animal to remain about the persons' house or premises or to whom a licence for an animal has been issued pursuant to this bylaw and where the owner is a minor, the person who is the legal guardian or has custody of the minor; and

"Spay" means the sterilization of a female animal by removal of the ovaries or by any method of pharmaceutical sterilization approved by the Canadian Veterinary Medical Association.

Identification

1. Every owner of a cat or dog shall affix, and keep affixed, sufficient identification on the cat or dog by a collar, harness, traceable tattoo, microchip or other suitable device such that a person finding

the cat or dog at large in the municipality can identify and contact the owner. The form of identification used must provide a means of determining the sterilization status of the cat or dog.

2. Every owner of a cat apparently over the age of three (3) months, shall provide evidence that the cat has identification that complies with this bylaw upon request by an animal bylaw officer.

Option 1: Mandatory free lifetime registration without tag for cats

- 1. No person shall own or keep any cat apparently aged three (3) months or more within the municipality unless such a cat is registered as provided by this Bylaw.
- 2. Any owner of a cat must register their cat by:
 - 2.1 submitting a registration application in the form provided by the municipality;
 - 2.2 ensuring that the cat has identification and that the identification information is provided to the municipality.
- 3. The municipality shall keep a complete registry of all cats, indicating the dates of registration, the name and description (where relevant, photograph) of each cat, and the name and address of each owner.
- 4. The owner of any registered cat shall, within thirty (30) days of the owner's change of address, notify the municipality of change of address.

Option 2: Mandatory licensing

- 1. No person shall own, keep, possess or harbour any dog or cat over the age of three (3) months in the municipality unless a valid and subsisting licence for the current calendar year has been obtained for the dog or cat.
- 2. If a dog or cat is required to be licensed pursuant to this bylaw, the owner of the dog or cat shall apply to the municipality for a licence. Upon receipt of the application and payment of the prescribed fee, the municipality shall issue a licence and for that licence year.
- 3. Where a licence tag is issued, the owner of a dog or cat for which a licence has been issued under this bylaw shall affix, and keep affixed, the licence tag on the dog or cat by a collar, harness, or other suitable device.
- 4. Where this bylaw provides for a reduced licence fee for a dog or cat that is neutered or spayed, the application shall be accompanied by a certificate signed by a veterinarian indicating that the dog or cat has been neutered or spayed.
- 5. The owner of any licensed dog or cat shall, within thirty (30) days of the owner's change of address, notify the municipality of the change of address.



Cat population control and feral cat colonies

Cats play a number of roles in our society. For some, they are companions and for others, they serve to keep rodent populations at bay. Still others see them as a nuisance for the diseases they may carry and the bird populations they threaten. Cats can bring controversy to our communities. Historically, cats participated in human life by eating the mice and rats who came for people's food scraps. Over time, cats developed bonds with humans and were gradually domesticated as pets. Many owned cats, unlike dogs, are still genetically similar to wild cats.

Cats breed prolifically, especially when a group of community cats has access to a food source. The continued growth of these groups, without any intervention, can put public safety and wildlife at risk, while the cats themselves are at risk of poor welfare. Sterilization of 80% or more of the cats in a group and continued monitoring is the only proven method of decreasing the cat population. If cats are removed from an area and the food source is still available, more cats will fill the empty space. The BC SPCA recommends that communities take steps to address their cat overpopulation issues by implementing spay and neuter programs.

Guardians who are expected to house their cats exclusively indoors (second option of Cats At Large below) need to provide behavioural enrichment to ensure their cats remain active and psychologically stimulated. For more information, visit <u>http://spca.bc.ca/indoor-catsvs-outdoor-cats/</u>.

Bylaw

Definitions

"Animal Bylaw Officer" means any person appointed by council as an animal control officer or bylaw enforcement officer;

"At Large" means:

- a) an animal located elsewhere than on the premises of the person owning or having the custody, care or control of the animal that is not under the immediate charge and control of a responsible and competent person; or
- b) an animal located upon a highway or other public place, including a school ground, park or public beach, that is not secured on a leash to a responsible and competent person;

"Cat" means the domestic cat Felis catus;

"Community Cat" means any free-roaming cat that may be cared for by one or more residents of the immediate area who is/are known or unknown; a community cat may or may not be feral. Community cats are exempt from licensing and are not considered to be stray or at-large;

"Feral Cat" means a cat that is unsocialized to humans and has a temperament of extreme fear and resistance to contact with humans;

"Community Cat Caregiver" means a person who, in accordance with a good faith effort to conduct Trap-Neuter-Return, provides care. This care includes providing food, shelter or medical care to a community cat. However, community cat caregivers are not the owner or keeper of a community cat;

"Community Cat Colony" means a group of community cats that congregate, more or less, together as a unit and share the same food source;

"Community Cat Program" means the nonlethal process of humanely trapping, sterilizing, vaccinating where relevant to the community, providing some form of identification (ear-tip, tattoo or microchip) and returning cats to their original location; and "Trap-Neuter-Return (TNR) Program" means the same;

"Eartipping" means the removal of the ¼ inch tip of a community cat's ear (usually left), performed while the cat is under anesthesia under the supervision of a licensed veterinarian;

"Neuter" means the sterilization of a male animal by removal of the testicles or by any method of pharmaceutical sterilization approved by the Canadian Veterinary Medical Association;

"Owner" includes a person owning, possessing, harbouring or having charge of an animal or permitting an animal to remain about the persons' house or premises or to whom a licence for an animal has been issued pursuant to this bylaw and where the owner is a minor, the person who is the legal guardian or has custody of the minor;

"**Permanent Identification**" means identification for an animal in the form of a traceable tattoo or a microchip that contains the current contact information of the owner;

"Spay" means the sterilization of a female animal by removal of the ovaries or by any method of pharmaceutical sterilization approved by the Canadian Veterinary Medical Association; and

"Trap-Neuter-Return (TNR) Program" means the same as "Community Cat Program".

Cats At Large

1. No owner shall permit a cat that is apparently over the age of six (6) months to be at large, unless such cat, if female, is spayed or if a male, is neutered.

Or

1. No owner shall permit a cat that is apparently over the age of six (6) months, which is owned, possessed or harboured by him or her, to be at large unless it is part of a community cat program.

Community Cat Programs

- 2. Trap-neuter-return shall be legal and permitted to be practiced by community cat caregivers, organizations and animal bylaw officers.
- 3. As a part of trap-neuter-return, spay or neuter and vaccination shall take place under the supervision of a licensed veterinarian.
- 4. A trapped eartipped cat, or one with permanent identification that indicates sterilization, will be released on the site where trapped unless veterinary care is required. An eartipped cat, or one with

permanent identification that indicates sterilization, received by a shelter or animal control will be returned to the location where trapped unless veterinary care is required.

- 5. Community cat caregivers may reclaim impounded community cats without proof of ownership solely for the purpose of carrying out trap-neuter-return and/or returning spayed or neutered community cats to their original locations.
- 6. A community cat caregiver who provides care to, has temporary custody of or returns a community cat to its original location while conducting trap-neuter-return is not deemed to have abandoned the cat.
- 7. Community cat caregivers are required to provide food, water and shelter on an ongoing basis and medical care as needed, in compliance with <u>Standards of Care 1 and 2</u>.

Companion Animal Ownership

8. Mandatory microchipping and registration do not apply to community cats.





Urban chickens and urban bees

Local and sustainable food systems are a vital part of vibrant, healthy communities. Trade-offs can exist when permitting residents in urban areas to house hens and bees. Some of the issues include noise, swarms and attracting pests and wildlife such as flies, rodents, raccoons and bears. A well-managed system ensures that goals related to local food are met and risks are mitigated. Education is a crucial aspect of implementing bylaws with the possibility for neighbour-related conflicts (including our wild neighbours). Electric fencing, in provisions 4.14 and 6.6, may be required dependent on the bear issues in the municipality. The District of Squamish, for example, has a clear education program in place to provide guidance to residents who are interested in having hens on their property: https://squamish.ca/our-services/animal-control/urban-hens/.

Bylaw

Adapted from District of Squamish Bylaw No. 2335, City of Vancouver Bylaw No. 9150

Definitions

"Animal Bylaw Officer" means any person appointed by council as an animal control officer or bylaw enforcement officer;

"At Large" means:

- a) an animal located elsewhere than on the premises of the person owning or having the custody, care or control of the animal that is not under the immediate charge and control of a responsible and competent person; or
- b) an animal located upon a highway or other public place, including a school ground, park or public beach, that is not secured on a leash to a responsible and competent person;

"Bees" mean any insect of the species Apis mellifera;

"Beehive" means a structure which houses a colony of worker bees with a queen and drones;

"Coop" means a covered enclosed structure to shelter hens;

"Farm Animal" means any domesticated livestock, poultry or insect that is adapted to British Columbia's climate and is limited to alpacas, cattle, chickens, donkeys, ducks, European rabbits, geese, goats, honeybees, horses, llamas, pigs, quail, sheep and turkeys;

"Hen" means a domesticated female chicken that is at least four (4) months old;

"Pen" means a fully enclosed outdoor space for hens;

"Public Place" includes any highway, sidewalk, boulevard, public space, park or any real property owned, held, operated or managed by the municipality;

"Rooster" means a domesticated male chicken;

"Urban Beekeeping" means the keeping, owning, or maintaining of beehives on a parcel of land occupied by a resident beekeeper. This does not include land zoned for agricultural use as defined by the Zoning Bylaw;

"Urban Hen" means a domesticated female chicken that is at least four (4) months old that is kept on a parcel of land occupied by a resident. This does not include land zoned for agricultural use as defined by the Zoning Bylaw; and

"Wildlife" means any undomesticated free-ranging animal.

At Large

- 1. No person shall permit any farm animal to be running at large unless under the immediate care and control of a competent person.
- 2. Where an animal, including farm animals, defecates on a highway, public place or lands of any person other than the owner of the animal, the person having care, custody or control of the animal, including farm animals, shall immediately remove the excrement and dispose of it in a sanitary manner.

Keeping of Urban Hens

- 3. The keeping of up to five (5) hens is permitted provided that no neighbourhood health, environmental or nuisance problems result. Universities are not restricted to the number of hens for educational purposes.
- 4. A person who keeps one (1) or more hens, up to a maximum of five (5), must:
 - 4.1 be a resident of the property where the hens are kept;
 - 4.2 keep no more than five (5) hens on any parcel of land despite the number of permissible dwelling units on that parcel;
 - 4.3 not keep a rooster;
 - 4.4 ensure that all hens are kept within a secure coop from sunset to 7:00 a.m.;
 - 4.5 ensure that each hen remains at all other times in a coop or pen;
 - 4.6 not permit a hen within a residential dwelling unit or on a balcony or deck;
 - 4.7 provide a coop and a pen each with a minimum of 0.37 square metres in floor area and 0.92 metres in height per hen;
 - 4.8 provide each hen with consistent access to a nesting box and its own perch that is at least fifteen (15) centimetres long;
 - 4.9 not keep a hen in a cage unless for the purposes of transport of the hen;
 - 4.10 ensure that the coop and pen are situated in a backyard only which has a continuous fence that is in accordance to the Zoning Bylaw;
 - 4.11 ensure that the coop is situated in accordance with the accessory building setbacks identified in the Zoning Bylaw;
 - 4.12 ensure that the coop and pen are situated at least three (3) metres away from any windows or dwelling doors;
 - 4.13 ensure that the coop and pen are fully enclosed by electric fencing and situated no less than one (1) metre from the electric fencing per the Zoning Bylaw;

- 4.14 maintain each coop and pen in good repair and sanitary condition, and free from vertebrate wildlife and obnoxious smells and substances;
- 4.15 construct, situate and maintain each coop and pen such that it is secure from other animals and prevents any rodent from harbouring underneath or within it or within its walls;
- 4.16 not sell any manure or meat derived from the hens;
- 4.17 secure all hen food that is stored outdoors from wildlife;
- 4.18 ensure the timely removal of leftover food, debris and manure from each coop and pen;
- 4.19 store manure within a fully enclosed structure in a manner that does not generate excessive heat or odour; ensuring that no more than 0.085 cubic metres (3 cubic feet) is stored at a time;
- 4.20 not deposit manure in the municipality's sewage or storm drain system and remove all other manure not used for composting or fertilizing;
- 4.21 not slaughter or euthanize a hen on the property;
- 4.22 not dispose of a deceased hen other than by delivering it to a veterinarian, a landfill in a sealed bag, a farm, an abattoir or other facility with the ability to lawfully dispose of the carcass;
- 4.23 not bury a hen on the property;
- 4.24 follow biosecurity procedures recommended by the Canadian Food Inspection Agency; and
- 4.25 register the hens with the animal bylaw officer.

Keeping of Urban Bees

- 5. The keeping of beehives is permitted provided that no neighbourhood health, environmental or nuisance problems result. Universities are not restricted to the number of beehives for educational purposes.
- 6. A person who keeps urban bees must:
 - 6.1 keep no more than:
 - 6.1.1 two (2) beehives on any parcel of land under 929 square metres (10,000 square feet) in size despite the number of dwelling units permissible on that parcel;
 - 6.1.2 four (4) beehives on any parcel of land over 929 square metres (10,000 square feet) in size and under 1394 square metres (15,000 square feet) in size despite the number of dwelling units permissible on that parcel;
 - 6.1.3 six (6) beehives on any parcel of land over 1,394 square metres (15,000 square feet) in size despite the number of dwelling units permissible on that parcel;
 - 6.2 be a resident of the property where the bees are kept;
 - 6.3 ensure that the beehives are situated in a backyard only which has a continuous fence that is 1.8 metres in height so as to ensure an appropriate flight path for bees;
 - 6.4 ensure that the beehives are situated in accordance with the accessory building setbacks identified in the Zoning Bylaw;

- 6.5 ensure that the beehives are situated in such a way that reasonably prevents access by wildlife;
- 6.6 ensure that the beehives are fully enclosed by electric fencing and situated no less than one(1) metre from the electric fencing per the Zoning Bylaw;
- 6.7 ensure that the entrances to the beehives are facing away from the closest neighbouring property;
- 6.8 maintain the bees in a condition that reasonably prevents swarming and aggressive behaviour;
- 6.9 ensure that immediate action is taken to end swarming or aggressive behaviour of the bees;
- 6.10 provide sufficient water for the bees that reasonably prevents them from seeking water on adjacent parcels of land;
- 6.11 post clear, visible signage on the parcel of land warning that bees and electric fencing are present; and
- 6.12 be registered with the apiculture registration system for British Columbia, coordinated by the BC Ministry of Agriculture. Under the authority of the Provincial Bee Act, a person must not keep bees or possess beehive equipment unless the person is registered.

Seizure and Impoundment

7. An animal bylaw officer may seize and impound any animal, including farm animals, at large.





Wildlife feeding and attractant management

Risks to human health and safety and neighbourhood conflicts associated with food-conditioned wildlife are municipal issues that can be addressed with enforcement warnings and fines. Bylaws are required in conjunction with public education to ensure residents understand their role in attracting wildlife and the consequences of increased wildlife habituation (e.g., expensive and ineffective deer culls).

Many species of wildlife can be unnaturally attracted to communities and human residences, leading to conflict.⁷ Common examples include deer, raccoons, skunks, squirrels, gulls, crows and even seals, where feeding by residents and tourists increases habituation of wildlife. Compost, garbage, pet food and even bird feeders will attract unwanted wildlife that can become a nuisance to residents through their increased presence, noise and droppings. Further, improper waste management and wildlife feeding can lead to increased rodent activity and public health concerns.

Managing waste for, and preventing feeding of, "dangerous wildlife" (bears, cougars, wolves and coyotes) <u>only</u> is regulated by the Province in section 33.1 of the *Wildlife Act*. Thus, managing attractants for all other wildlife species is a municipal responsibility.

Please note, sections 9(1)(c) and 9(3)(c) of the *Community Charter* require ministerial approval prior to a Council adopting a bylaw in relation to wildlife.

Provision 4 below may be optional depending on the proximity of the community to bear activity.

⁷ Dubois, S. & Fraser, D. (2013). A framework to evaluate wildlife feeding in research, wildlife management, tourism and recreation. *Animals*, 3, 978-994.

Bylaw

Adapted from District of Squamish Bylaw No. 2053, Village of Kaslo Bylaw No. 1070 and City of Kamloops Bylaw No. 3411

Definitions

"Attractant" means any substance or material, with or without an odour, which attracts or is likely to attract animals; and without limitation includes antifreeze, paint, food products, unclean barbecues, pet food, livestock and livestock feed, beehives, bird feeders, offal, improperly maintained composts, restaurant grease barrels, accumulation of fruit in containers or on the ground;

"Songbirds" means any Passerine, excludes Corvidea (e.g., crows, ravens and jays) and includes hummingbirds;

"Waste" means any discarded or abandoned food, substance, material, or object, whether from domestic, commercial, industrial, institutional or other use; and

"Wildlife" means any undomesticated free-ranging animal, exempting songbirds for the purposes of feeding.

Wildlife Feeding

- 1. No person shall knowingly or willingly feed any wildlife, or in any manner provide them or allow access to food or any other edible substance.
- 2. No person shall store any attractant or waste in such a manner that it is accessible to wildlife.
- 3. No person shall attract wildlife onto a property such that these wildlife create a nuisance for other properties.
- 4. No person shall feed or provide access to food for songbirds between April and September, exempting liquid feeders.





Exotic pets and farm animals

Exotic animals present serious public health and safety risks (e.g., disease, physical injuries) and devastating environmental effects through intentional abandonment and escapes (e.g., disease, competition and predation of native species) into both terrestrial and aquatic natural habitats. Although some exotic species will eventually die from starvation or predation when released into a novel environment, others can breed and thrive (e.g., bullfrogs, red-eared slider turtles, pike, carp and other fish) which can become costly to municipal water systems, lakes and ponds.

The Province enacted changes to the *Wildlife Act* in 2008 to prohibit the sale, breeding, importation and display of certain exotic animals in the *Controlled Alien Species Regulation*. This provincial legislation does not apply to thousands of exotic animal species kept in B.C. which remain a serious concern for municipalities. For example, invertebrates (e.g., scorpions, tarantulas) are not regulated by the Province and non-venomous snakes up to 10 feet are still allowed, as are kangaroos, zebras, serval cats, maras, capybaras, large exotic raptors, 200-pound sulcata tortoises invasive fish and invertebrates among many others.

Exotic animals never become domesticated and always retain their wild instincts even if born in captivity. As such, they suffer physically and psychologically under even well-intentioned human care. They may suffer from nutritional deficiencies, suppression of natural behaviours and social structures, inability to achieve natural light/temperature/humidity requirements, and a lack of specialized veterinary care. Often "fad" or "status" pets lose their appeal as they grow and become frustrated and stressed in care, and thus become serious challenges for animal control departments and municipal shelters as no suitable sanctuaries in B.C. exist. Further, most animal control departments do not have specialized training to handle, or appropriate enclosures to house, these exotic species.

As trends in exotic pet ownership change, every year new species of exotic animals are legally brought into the province, sold, bred and sometimes displayed publically in communities. To ensure municipalities are safeguarded and animal welfare is protected, a *"positive list"* of "Allowable Animals" is recommended over a list of prohibited species which would need to be regularly amended. Enactment of a *"positive list"* with a fine structure for non-compliance would provide for clear and efficient enforcement, and can reduce nuisance complaints while protecting communities, pets, local wildlife and the environment.

Recognizing that some exotic animals are already living in communities, the intent of this bylaw is to prohibit the sale, breeding and display of exotic animals to decrease and eventually eliminate their presence in a community. The rehoming and adoption of certain rescued exotics as "Limited Animals" may be permissible to prevent abandonment. For questions regarding this bylaw in relation to specific species, please contact the BC SPCA directly at <u>bylaws@spca.bc.ca</u> for guidance and evidence.

Please note, sections 9(1)(c) and 9(3)(c) of the *Community Charter* require ministerial approval prior to a Council adopting a bylaw in relation to wildlife.

Bylaw

Adapted from City of Coquitlam Bylaw No. 3838

"Allowable Animals" means a non-native animal, whether domesticated or bred in captivity, that is permitted to be owned, rehomed, adopted, bred, displayed, imported, or sold and is limited to cats (*Felis catus*), dogs (*Canis lupus*), domestic ferrets, domestic mice, domestic pigeons, domestic rats, European rabbits (*Oryctolagus cuniculus*), farm animals, freshwater fish, gerbils, guinea pigs, hamsters and small birds (e.g., budgies, canaries, cockatiels, lovebirds);

"Animal" means any member of the Kingdom Animalia excluding humans;

"Controlled Alien Species" means a non-native wild animal specified in schedules 1-4 of the Controlled Alien Species Regulation to the Wildlife Act;

"Exotic Animal" means a non-native wild animal, whether bred in captivity or live-captured and imported from outside of Canada;

"Farm Animal" means any domesticated livestock, poultry or insect that is adapted to British Columbia's climate and is limited to alpacas, cattle, chickens, donkeys, ducks, European rabbits, geese, goats, honeybees, horses, llamas, pigs, quail, sheep and turkeys; and

"Limited Animal" means an exotic animal that is allowed only to be owned, rehomed or adopted and is limited to bison, camels, chinchillas, degus, hedgehogs, invertebrates, medium and large birds (e.g., African grey parrots, Amazon parrots, macaws, peafowl, emus), small reptiles and amphibians under two (2) metres adult size (e.g., certain snakes, bearded dragons, frogs, salamanders), saltwater fish, sugar gliders, water buffalo and zebras.

Exotic Pets and Farm Animals

- 1. A person must only possess allowable animals.
- 2. A person is not permitted to sell, breed, import or display any animal, including limited animals, with the exception of allowable animals.
- 3. A person who, on the date of the adoption of this bylaw, was keeping any limited animal other than an animal whose ownership in captivity violates existing Provincial or Federal statutes, such as a controlled alien species, may continue to keep that animal under the following conditions until the animal has died or been euthanized:
 - 3.1 The limited animal is kept secure at the owner's premises except for visits to a veterinarian's office; and
 - 3.2 The limited animal is not used in a show, circus or for entertainment or educational purposes.



Animal performances, exhibitions and display

Keeping wild and exotic animals in captivity and using them for performances or display was a common practice globally until recently, as scientific studies have revealed the significant negative effects on their welfare state. Over time, governments have also recognized that it is difficult, and at times impossible, to provide for the physiological, emotional and behavioural needs of these animals. Further, many municipalities have had to address public safety issues when captive wild animals or exotic animals escaped their enclosures and roamed at large.

The <u>Standards of Care</u> section of the bylaw pertains to all animals in the municipality, including those traveling through for public shows. The language in this bylaw specifically ensures that domesticated animals are differentiated from wild or exotic animals to aid municipalities when making decisions about allowing performances and educational displays in their community, be they temporary or permanent.

We recognize that there is still much to learn about the welfare needs of some types of animals in captivity (e.g., fish and marine invertebrates), and this bylaw takes into account these gaps in existing animal welfare research.

Bylaw

Adapted from City of Chilliwack Bylaw No. 2653

Definitions

"Allowable Animals" means a non-native animal, whether domesticated or bred in captivity, that is permitted to be owned, rehomed, adopted, bred, displayed, imported, or sold and is limited to cats (*Felis catus*), dogs (*Canis lupus*), domestic ferrets, domestic mice, domestic pigeons, domestic rats, European rabbits (*Oryctolagus cuniculus*), farm animals, freshwater fish, gerbils, guinea pigs, hamsters and small birds (e.g., budgies, canaries, cockatiels, lovebirds);

"Educational Display" means showing animals to the public for the purposes of encouraging management and conservation of protected wild animals;

"Farm Animal" means any domesticated livestock, poultry or insect that is adapted to British Columbia's climate and is limited to alpacas, cattle, chickens, donkeys, ducks, European rabbits, geese, goats, honeybees, horses, llamas, pigs, quail, sheep and turkeys; and

"Wild or Exotic Animal" means any native or non-native undomesticated free-ranging animal.

Animal Performance, Exhibition and Display

1. No person shall operate a circus, public show, exhibition, carnival or other display or performance (the "show"), whether temporary or permanent, in which any animal other than allowable animals are part of or otherwise accompanying the show.

- 2. No person shall operate an educational display, whether temporary or permanent, in which any wild or exotic animal, are on display, travelling with or otherwise accompanying the educational display. Exemptions include:
 - 2.1 fish;
 - 2.2 marine invertebrates;
 - 2.3 raptors, where a permit has been issued through the B.C. *Wildlife Act* Permit Regulation for 'Falconry' or 'Public Display'; or
 - 2.4 the wild or exotic animal is housed at a Global Federation of Animal Sanctuary (GFAS) Verified Sanctuary or wildlife rehabilitation facility permitted by the B.C. *Wildlife Act* Permit Regulation to keep wildlife in captivity.





Business licences for animal businesses

Pet stores, daycares, groomers, boarding, breeding and dog walking

Pet stores, animal kennels, daycares, dog walkers and groomers take on considerable responsibility in caring for large numbers of animals on a daily basis. Owners and purchasers of animals experience a gap in information as to the conditions where the animals are bred and housed. Bylaws for animal kennels, daycares, dog walkers, groomers and pet store businesses must adequately address both the increased level of responsibility required as well as the issues related to information asymmetry.

Domesticated species of animals can make suitable companions when guardians are able to meet their needs. Birds, fish and other exotic and wild species require a level of care that the average animal caregiver cannot provide. These animals are frequently undersocialized, do not receive adequate veterinary care and are surrendered to municipal and BC SPCA shelters, resulting in significant costs.

The below provisions are based on evidence of an individual animal's needs as well as group care and health. While they are not individually referenced, content primarily derives from:

- <u>CVMA: A Code of Practice for Canadian Kennel Operations. (2007, 2017 third edition forthcoming).</u>
- <u>CVMA: A Code of Practice for Canadian Cattery Operations.</u> (2009).
- <u>Canadian Standards of Care in Animal Shelters: Supporting ASV</u> <u>Guidelines. (2013).</u>

Animal Sales

It is nearly impossible to provide for the well-being of domestic animals when breeding, transporting and housing for sale through retail stores. The BC SPCA receives regular cruelty complaints about

animals dying during transport or becoming ill or depressed in-store. Reputable breeders do not sell to pet stores. We recommend municipalities adopt *Option 1* in the Sale of Animals section below.

Bylaw

Adapted from City of Richmond Bylaw No. 7538, City of Vancouver Bylaw No. 4450, New Westminster Bylaw No. 7546 and Maple Ridge Bylaw No. 6908

Definitions

"Allowable Animals" means a non-native animal, whether domesticated or bred in captivity, that is permitted to be owned, rehomed, adopted, bred, displayed, imported, or sold and is limited to cats

(*Felis catus*), dogs (*Canis lupus*), domestic ferrets, domestic mice, domestic pigeons, domestic rats, European rabbits (*Oryctolagus cuniculus*), farm animals, freshwater fish, gerbils, guinea pigs, hamsters and small birds (e.g., budgies, canaries, cockatiels, lovebirds);

"Animal" means any member of the Kingdom Animalia excluding humans;

"Animal Kennel" means an establishment where animals are bred, raised, trained, or boarded;

"Animal Daycare" means short-term daytime care for animals;

"Animal Groomer" means a business where one or more individuals bathes, brushes, trims and provides other grooming services for domestic pets;

"Dog Walker" means a business where one or more individuals provides transport and walking services for one or more dogs;

"Inspector" means a person designated by the municipality to be responsible for enforcing this bylaw, except where otherwise provided;

"Licensee" means any person or business entity who obtains a licence to operate and does operate a business that involves providing care for animals, other than a veterinary clinic, including pet stores, animal kennels, animal daycares, dog walkers and animal groomers;

"Licensing Officer" means a person appointed by the municipality for the purpose of processing and issuing licences under this bylaw;

"Neuter" means to castrate a male animal by removal of the testicles or by any method of pharmaceutical sterilization approved by the Canadian Veterinary Medical Association;

"**Pet Store**" means a business which sells, at premises of any nature (including a private dwelling), live animals other than those intended for food or farming purposes, or that keeps such animals in any such premises with a view to their being sold in the course of such a business, whether by the keeper thereof or by any other person;

"Owner" includes a person owning, possessing, harbouring or having charge of an animal or permitting an animal to remain about the persons' house or premises or to whom a licence for an animal has been issued pursuant to this bylaw and where the owner is a minor, the person who is the legal guardian or has custody of the minor; and

"Spay" means the sterilization of a female animal by removal of the ovaries or by any method of pharmaceutical sterilization approved by the Canadian Veterinary Medical Association.

Business Providing Care for Animals

- 1. A licensee must ensure:
 - 1.1 that cages or other places where animals are kept:
 - 1.1.1 are maintained in good repair;
 - 1.1.2 are clean and sanitary;
 - 1.1.3 are regularly disinfected and free of offensive and disagreeable odours;

- 1.1.4 are free of all animal waste, which the operator must dispose of in an appropriate manner;
- 1.1.5 are well ventilated;
- 1.1.6 are proportionate to the size and species of animal being kept within and allow room for the animal to stand to its full height, turn around with ease, and perform any other normal postural or behavioural movement without distress;
- 1.1.7 have separation between food, urination and defecation, and resting areas;
- 1.1.8 are equipped with appropriate containers for food and water;
- 1.1.9 are fitted with an impermeable floor surface sufficient to support the weight of the animal without bending;
- 1.1.10 for cats, each individual is provided with a litter box containing sufficient litter that accommodates its entire body.
- 1.2 all animals are provided with sufficient food, water, shelter, warmth, lighting, cleaning, sanitation, grooming, exercise, veterinary care and any other care necessary to maintain the health, safety and well-being of those animals.
- 1.3 incompatible species of animals are not confined in the same enclosure.
- 1.4 when housing multiple animals in an enclosure, address all issues related to age differences, size differences and protective or aggressive behaviours related to resource guarding.
- 1.5 animals have a place to hide from visual contact with other animals and humans.
- 1.6 age and species appropriate enrichment is available for the animals.
- 1.7 that no animals are handled by members of the public except under the supervision of a qualified employee and animals are not handled when hiding or sleeping unless necessary for health or medical reasons.
- 1.8 animals in transport are adequately secured, have adequate ventilation and are protected from physical conflict with other animals.
- 1.9 that any animal in the licensee's care which is ill or injured is promptly examined and treated by a qualified veterinarian and that any necessary euthanasia and disposal of an animal is performed by a veterinarian.
- 1.10 that an area is available for the segregation of animals in the licensee's care which are injured, ill, or in need of special care, treatment or attention, from other animals on the premises.
- 1.11 The licensee immediately notify the medical health officer whenever an animal in their care is, or appears to be, suffering from a disease transmittable to humans or other animals and keep the animal isolated from healthy animals until it has been determined by a veterinarian or the medical health officer that the animal is free of disease.
- 1.12 The licensee does not employ any person who has been convicted of an offence involving cruelty to animals or has had animals seized pursuant to the *Prevention of Cruelty to Animals Act*.
- 1.13 report suspected neglect or abuse to the Animal Cruelty Reporting Hotline (1-855-622-7722), including animals that arrive sick, injured or unsocialized.

- 1.14 that all persons who attend to the care of animals have the necessary skills, knowledge, training, abilities and equipment and supplies for the humane care of those animals.
- 1.15 The licensee has in place a written emergency plan for fire and earthquake, including provisions for when no staff are on site.
- 1.16 every person or individual carrying on the business of or operating an animal daycare must maintain, in English, a legible register of animals in care, which register shall contain the following information:
 - 1.16.1 the name, address and telephone number of the owner of the animal and emergency contact including the pet's registered veterinarian;
 - 1.16.2 the name, breed and species of the animal; and
 - 1.16.3 the licence tag number of the animal in care, if applicable, and provide a copy of such register to an Inspector upon request.

Pet Stores and Animal Kennels

- 2. A licensee must:
 - 2.1 pair house animals where possible to ensure adequate social development.
 - 2.2 not separate any animal from its mother prior to it being weaned.
 - 2.3 enact and supply inspectors with an age-appropriate written socialization plan for all animals, preventing the development of aggression and mitigating long-term fear and anxiety of unfamiliar circumstances.
 - 2.4 maintain a legible register in English, which records all transactions in which animals have been acquired, sold or otherwise disposed of, and provide a copy of such register to an inspector upon request. Records must contain:
 - 2.4.1 the name and address of the person from whom the regulated agency acquired the animal;
 - 2.4.2 the date of the acquisition;
 - 2.4.3 a description of the sex and colouring of the animal, and of any tattoo, microchip number or other identifying marking;
 - 2.4.4 the date the licensee disposed of the animal; and
 - 2.4.5 if the disposition is other than by sale, the method of and reason for such disposition.
 - 2.5 at the time of sale of any animal, provide the purchaser with written instructions on the proper care and feeding of the animal, including:
 - 2.5.1 appropriate diet, including any recommended dietary supplements;
 - 2.5.2 proper handling techniques;
 - 2.5.3 basic living environment and, if applicable, type of enclosure, including appropriate enclosure size, lighting, heating, humidity control, materials and planting, substrate and recommended cleaning frequency;
 - 2.5.4 exercise needs, if any;

- 2.5.5 any other care requirements necessary to maintain the health and well-being of the animal;
- 2.5.6 any human health risks associated with the handling of the animal; and
- 2.5.7 the pet store or kennel's return policy.
- 2.6 not give away any animal for free for any promotional purpose.
- 2.7 be in compliance with the most updated edition of the Canadian Veterinary Medical Association's A Code of Practice for Canadian Kennel Operations, A Code of Practice for Canadian Cattery Operations and from the Canadian Advisory Council on National Shelter Standards, the Canadian Standards of Care in Animal Shelters.

Option 1: No Sale of Animals in Retail Outlets

3. No person shall sell or offer for sale to the public any animal, in a pet store or other type of retail premises, with the exception of those animals offered for adoption from a recognized animal rescue society or shelter organization.

Option 2: Restriction on Sale of Animals in Retail Outlets

- 3. No person shall sell or offer for sale to the public in a pet store or other type of retail premises:
 - 3.1 any an unsterilized cat or rabbit; or
 - 3.2 any animals other than allowable animals.

Information Supplied to Purchaser

- 4. For the sale of a dog, puppy, cat, kitten or rabbit, the licensee shall provide the purchaser with:
 - 4.1 a dated and signed certificate from a veterinarian verifying the health of the animal and indicating that the animal has been de-wormed and vaccinated or inoculated for the disease(s) specified in the certificate;
 - 4.2 a description of the animal, including its species, sex, age, colour, markings, any tattoo or microchip and breed or cross-breed;
 - 4.3 the date of sale; and
 - 4.4 the name and address of the pet store or kennel, including the name of the owner of the business.

Application and Inspection

- 5. The licensing officer shall refuse any licence application which does not meet with all of the requirements of this bylaw.
- 6. In the event that a licence application is refused, the licensing officer shall give notice in writing to the owner by registered mail or personal delivery.
- 7. Every licensee shall permit an inspector (or its duly designated delegate) or a Special Provincial Constable of the British Columbia Society for the Prevention of Cruelty to Animals, upon production of proper identification, to enter and inspect the premises and any animals found therein at all reasonable times for the purpose of determining compliance with this bylaw.

For more information or for consultation, contact:

Amy Morris, MPP Public Policy and Outreach Manager

by email at <u>bylaws@spca.bc.ca</u> or by phone at 1-800-665-1858







The Corporation of THE CITY OF NORTH VANCOUVER COMMUNITY AND PARTNER ENGAGEMENT DEPARTMENT

INFORMATION REPORT

To:Mayor Linda Buchanan and Members of CouncilFrom:Paul Duffy, Manager, City Bylaw ServicesSubject:BYLAW SERVICES AND BC SPCADate:May 29, 2019File No:09-3900-01-0001/2019

The purpose of this report is to provide Council background information on the history and working relationship between Bylaw Services and the British Columbia Society for the Prevention of Cruelty to Animals (BC SPCA). A delegation from the BC SPCA is scheduled to present to Council on June 10, 2019, and this report provides some background on the BC SPCA's role in the City.

The mission of the BC SPCA is to protect and enhance the quality of life for domestic, farm and wild animals in British Columbia. The BC SPCA is the only animal welfare organization in BC with the authority to enforce animal cruelty laws under the Prevention of Cruelty to Animals Act.

The BC SPCA have 44 locations across BC. The North Shore BC SPCA is located 1020 Marine Dr. in West Vancouver.

The BC SPCA offer a number of services throughout BC such as;

- Protecting animals from abuse
- Sheltering and adoption
- Emergency Rescue and treatment
- Lost and Found Pets
- Protecting farm animals
- Saving wildlife

In addition to these services they also advocate for animals, educate youth to treat animals with respect and compassion and reduce pet population through free and subsidized spay and neuter operations and community grants.

Up until late 2009, the BC SPCA was designated as the Animal Control Service for the City of North Vancouver. At that time, the BC SPCA wanted to focus strictly on preventing cruelty to animals. Enforcing City bylaws did not fall within that mandate. As a result, the City hired an Animal Control officer and currently contracts Northwest Kennels to shelter stray and abandoned

dogs located within the City. Within this contract, there is an agreement with the SPCA to take unclaimed dog(s) for subsequent adoption.

Lastly, Bylaw Services continue to work with the BC SPCA on cruelty to animal investigations. Although Bylaw Services has the ability to issue bylaw tickets in these types of investigations, bylaw tickets do not relieve the distress of the animal. Thus, we rely on the BC SPCA to utilize enforcement powers under the Prevention of Cruelty to Animals Act.

RESPECTFULLY SUBMITTED:

Paul Duffy Manager, Bylaw Services

PD/jb

NORTH SHORE YOUNG CITIZENS FORUM

Engagement Report







CONNECT · EMPOWER · PARTICIPATE

Why The Forum?









THE FIVE THEMES

- 1. Improve face-to-face engagement
- 2. Deepen online engagement
- 3. Increase young citizen representation on advisory committees
- 4. Young-citizen led informal engagement projects
- 5. City Council, Public Hearings & Formal Processes

Improve face-to-face engagement

- Diverse participation building
- Break down perceived barriers
- Getting to know our elected officials through social media
- Come to our events



Deepen online engagement

- Have a link on the home page
- Civic a "101" link
- A Civic Social Media Specialist



Increase young citizen representation on advisory committees

- Form a Young Citizen Working Group (YCWG)
- Form a Young Citizen Advisory Committee (YCAC)
- Strengthen young citizen representation on existing Advisory Committees



Young-citizen led informal engagement projects

- Improve funding support for younger adult initiatives via a Young Citizens Fund
- Enhance accessibility of the Young Citizens Fund and ensure diversity of applicants and grantees



City Council, Public Hearings & Formal Processes

- A Civic Engagement Liaison
- Diversify placements of Council meetings
- Participation via technology at Council meetings
- Improve access to existing Council meetings



Thank You!

Murray Mollard murray.mollard@nscr.ca

Veronika Bylicki veronika@cityhive.ca









Karla Graham

Subject:

Request for Delegation on June 10

From: Murray Mollard Sent: May-01-19 2:47 PM To: Karla Graham Cc: Christine Baird; Veronika Bylicki; Tesicca Truong; Heather Evans Subject: Request for Delegation on June 10

Dear Ms. Graham,

I am writing to formally request a Delegation to Council on Monday, June 10, 2019 to present recommendations of our North Shore Young Citizens' Forum.

Please note that we have been working with Heather Evans and other CNV staff for several months regarding this matter and we have identified June 10 as the date to make our presentation.

Aside from myself, Hessan Merali, Ali White, Elizabeth Chick and Veronika Bylicki would be speakers.

Please let us know if you require further information.

Thank you.

Murray

Murray Mollard Executive Director 604.982.3305 murray.mollard@nscr.ca

www.nscr.ca





North Shore Community Resources acknowledges and honours that we live and work on the unceded territories of the Coastal Salish people including the St'at Skwxwú7mesh (Squamish), x^wmə0k^wəyam (Musqueam) and səİilwəta?+ (Tsleil-Waututh) Nations.

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The Corporation of THE CITY OF NORTH VANCOUVER PLANNING & DEVELOPMENT DEPARTMENT

REPORT

To:	Mayor Linda Buchanan and Members of Council	
From:	Heather Evans, Community Planner Leah Herman, Coordinator, Community Development	

Subject: NORTH SHORE YOUNG CITIZENS' FORUM REPORT

Date: May 29, 2019

File No: 10-4710-01-0001/2019

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

RECOMMENDATION

PURSUANT to the report of the Community Planner and the Coordinator, Community Development, dated May 29, 2019, entitled "North Shore Young Citizens Forum Report":

THAT Council receive the "North Shore Young Citizens' Forum Report" and thank the North Shore Young Citizens' Forum for their work;

THAT Council direct staff to review the recommendations of the North Shore Young Citizens' Forum Report bring a report to Council in Fall 2019 with priorities and proposed City actions in response to the recommendations;

AND THAT the City continue to support the efforts and engage with the North Shore Young Citizens Forum regarding civic issues, as available.

ATTACHMENTS

1. North Shore Young Citizens' Forum Report (#1778253)

PURPOSE

The purpose of this report is to bring forward the North Shore Young Citizens' Forum's report and recommendations to Council.

DISCUSSION

The North Shore Young Citizens' Forum (NSYCF) was convened by North Shore Community Resources and CityHive. The purpose of the NSYCF is to increase the awareness and participation of younger adults (ages 18 to 39) on civic issues across the North Shore. Eighteen to 39 year old residents represent just under 30% of the City's total population. They are described (by the (NSYCF) as a diverse group that is typically balancing career and/or family priorities with limited time and capacity for civic issues, although they are interested in influencing decision-making and community outcomes.

The NSYCF includes a cohort of 30 people that live, work and study on the North Shore. Half of the participants are City of North Vancouver residents. Staff and Council representatives participated in the NSYCF kick-off event (November 28, 2018) and workshop session (March 2, 2019). The City hosted the NSYCF at the City of North Vancouver on February 27, 2019. The session was organized and hosted by City staff in the Community and Partnership Engagement Department and the Planning and Development Department. The agenda covered the following topics: community planning, municipal stewardship, placemaking, city-making and cities for people. The cohort provided input on city placemaking projects and community engagement.

The NSYCF report and recommendations are being presented to the City of North Vancouver, as well as the District of West Vancouver and District of North Vancouver. The recommendations are grouped into five themes:

- 1. Face to face engagement
- 2. Online engagement
- 3. Young citizen representation on municipal committees
- 4. Young citizen led informal engagement projects
- 5. City Council, public hearings and formal processes

Some of the recommended actions are similar or connected with staff's work plan and other NSYCF recommendations are new ideas to be considered with reference to Council's strategic plan and the City's work plans. Staff will continue to communicate with the NSYCF about the recommendations and staff's review.

FINANCIAL IMPLICATIONS

The City provides annual core funding to North Shore Community Resources. In the past year, this project was partly funded from the core-funded "Democracy Café" program (\$6,000). The City of North Vancouver's Department of Community and
Partner Engagement, under the Child, Youth and Family Friendly Program (\$10,000), also funded the project in the past year. The project received additional funding from sponsors and partners.

Implementation of some of the NSYCF recommendations would have financial implications to the City.Staff will consider these implications when they report back to Council in Fall 2019 with priorities and timelines for action and implementation.

INTER-DEPARTMENTAL IMPLICATIONS

Staff are recommending that relevant departments (including Planning and Development, Strategic and Corporate Services and Community and Partner Engagement) review the recommendations and come back to Council with the City's priority actions and timelines.

SUSTAINABILITY COMMENTS

The City strives to be a place where youth feel welcome, included and heard. Investing in youth helps them to take ownership of local problems, advocate for their needs and those of others, work towards solutions and feel connected to their communities.

Encouraging youth engagement in civic life fosters positive outcomes for youth inclusion and community well-being. The City can also gain valuable feedback from youth on current projects and plans, connect young people to City Hall and invest in making great citizens.

Community engagement and participation in decision-making is a key factor in a healthy and sustainable community.

CORPORATE PLAN AND/OR POLICY IMPLICATIONS

Community engagement is strongly supported in the City's policies, including the Social Plan and the Official Community Plan.

Youth inclusion and community well-being are strongly supported through the City's policy CNV4ME – Connecting Children, Youth and Families in the City of North Vancouver and its community-based program, "School the City" – encouraging students to be civically engaged.

STRATEGIC PLAN IMPLICATIONS:

Supported by the current Strategic Plan and priorities.

Council is presently undertaking the preparation of a new Strategic Plan and the review of the North Shore Young Citizens' Forum's report and recommendations may begin

prior to completion of the Strategic Plan. Any final recommendations will be consistent with the approved strategic directions.

RESPECTFULLY SUBMITTED:

and

Heather Evans Community Planner

N 0 Leah Herman

Coordinator, Community Development

HE/LH/eb



NORTH SHORE YOUNG CITIZENS FORUM





Executive Summary

The North Shore Young Citizens' Forum was designed to address the challenge of a lack of participation of younger people in policy and decision making, especially at the local government level. The goals of the Forum are:

- 1. To educate younger adults about local government and its importance;
- 2. To build capacity and skills for younger citizens to participate more in local civic affairs; and
- 3. To research and recommend to North Shore municipalities pathways to increase participation by younger citizens in local government.

The Forum held six sessions beginning in January 2019, including 3 workshops with municipal staff and Councillors in the City of North Vancouver, District of North Vancouver and District of West Vancouver. Forum members will present the recommendations in this report in May and June of 2019.

The Forum's 29 membership were chosen after a community wide invitation to encourage applicants including a kickoff session at Arc'teryx in November 2018. The Forum's members range in age from 19 to 39 with the most participants (10) in the 28 to 33 age range. Female participants slightly outnumbered male members. The group is very multicultural including some newer Canadians. The distribution across the three major municipalities is approximately equal based on the criteria that participants live, work or study in one of the three major North Shore municipalities.

Forum members have grouped their 16 recommendations to address 5 different thematic participation challenges faced by young people on the North Shore.

Summary of Recommendations

Theme 1: Improve face-to-face engagement

- 1. Enhance current in-person consultations by offering more diverse options and actively seeking out feedback from citizens under 40.
- 2. Have elected officials attend youth and community-oriented events in a non-partisan manner as a means of breaking down perceived barriers and encouraging a reciprocal participation effect.
- 3. Humanize elected officials through relevant and genuine social media strategies.
- 4. Enhancing current engagement events by providing food, childcare, transport voucher/subsidies, and more.

Theme 2: Deepen online engagement

- 5. Create an accessible introductory page on each municipality's website.
- 6. Prioritize creating digital content that is engaging, visually appealing and enhances public understanding of city functions.
- 7. Create a 'Civic Social Media Specialist'.

Theme 3: Increase young citizen representation on advisory committees

- 8. Form a Young Citizen Working Group (YCWG).
- 9. Form a Young Citizen Advisory Committee (YCAC).
- 10. Strengthen young citizen representation on existing Advisory Committees.

Theme 4: Young-citizen led informal engagement projects

- 11. Improve funding support for younger adult initiatives via a Young Citizens Fund.
- 12. Enhance accessibility of the Young Citizens Fund and ensure diversity of applicants and grantees.

Theme 5: City Council, Public Hearings & Formal Processes

- 13. Create a Young Citizen Civic Engagement Liaison.
- 14. Diversify Council meeting places to engage younger adults.
- 15. Leverage technological solutions for participation in Council.
- 16. Improve access to existing Council meetings.



北岸青年公民论坛报告

2019年春

EXECUTIVE SUMMARY | 报告摘要

北岸青年公民论坛旨在鼓励更多青年参与地方政府政策研讨和决策。 论坛目标如下:

1. 教育青年公民了解地方政府及其重要性;

2. 培养青年公民更多地参与当地公民事务的能力和技能;

3. 调研并建议北岸市政当局增加青年公民参与途径。

2019年1月论坛正式启动。论坛有6项内容,其中包括由北温市政府,北 温区政府以及西温区政府工作人员及市议员主持的3堂研讨会。论坛青年 参与者将分别于2019年5月和6月就提交报告内容向政府要员做汇报。

论坛动员会于2018年11月在Arc'teryx召开,在社区进行广泛甄选后,论 坛精选出29位青年公民优秀代表。参与论坛的青年公民年龄跨度在19岁 至39岁之间,其中28岁至33岁为主要比例年龄段(10人)。女性参与者 略多于男性。这些青年公民具有多元文化背景,其中不乏新移民。他 (她)们长期生活,工作或学习在北岸这三个美丽的城市。

论坛参与者针对5个不同的主题,对现状提出了共16条建议。

建议摘要:

主题1: 面对面沟通

- 通过提供更多样化的沟通途径,积极寻求40岁以下青年公民的 反馈,加强面对面沟通。
- 建议当选官员以无党派的方式参加青年人及社区主导组织的活动,从而打破感知障碍,鼓励互惠参与。
- 通过互动性强, 诚信度高的社交媒体沟通, 使当选官员更具亲和力, 更人性化。
- 通过提供食品,儿童保育,运输代金券/补贴等来鼓励青年公民 参与政策研讨和决策的相关活动。

主题2: 深化在线参与

- 在每一个市政府官方网站上设立在线参与介绍页面。
- 6. 优先创建具有参与感,可看性强的在线内容,以此加强公众对 城市功能的全面了解。
- 7. 创建"公民社交媒体专家"团队。

主题3: 增加青年公民在顾问委员会中的席位

- 8. 设立青年公民工作小组。
- 9. 设立青年公民顾问委员会。
- 10. 强化青年公民在现有顾问委员会中的代表性。

主题4: 青年公民主导项目

- 11. 通过青年公民基金,提高对青年主导倡议活动的经费资助。
- 12. 增加青年公民基金的可及性,确保申请人和受助人的多样性。

主题5: 市议员, 公众听证会和正式程序

- 13. 新增青年公民公共事务参与联络员一职。
- 14. 理事会会议选址多样化以吸引和鼓励年轻人参与。
- 15. 运用科技手段提升青年公民参与的积极性。
- 16. 改善现有理事会会议的准入条件从而提升青年公民的参与度。

گزارش انجمن شهروندانِ جوان نور شور بهار ۲۰۱۹

خلاصه اجرايى

انجمن شهروندان جوان نور ثشور (North Shore) باهدفِ بررسی چالشِ عدم مشارکت جوانان در امور سیاسی و تصمیمگیری بهویژه در سطح دولت محلی، شکل گرفته است.

اهداف این انجمن عبارتند از:

- آموزش جوانان در مورد دولت محلى و اهميت آن
- مهارت پروری و ظرفیت سازی میان جوانان در راستای مشارکت بیشتر در امور مدنی محلی و
- پژوهش و توصیه راهکار هایی به شهرداری های نور شسور برای افزایش مشارکت جوانان در دولت محلی

این انجمن از آغاز به کارش در ژانویه ۲۰۱۹، تعداد ۶ نشست شامل ۳ کارگاه با کارکنان شهرداری و اعضای شور اهای سه شهرداری نورث ونکوور (North Vancouver)، حوزه نورث ونکوور (District of North Vancouver) و حوزه وست ونکوور (District of West Vancouver) برگزار کرده است. اعضای انجمن، توصیهها و راهکار های پیشنهادی را در گزارش ماه می و جون ۲۰۱۹ ارائه خواهند داد.

تعداد ۲۹ عضو انجمن پس از یک فراخوان گستر ده عمومی برای تشویق متقاضیان که شامل یک گردهمایی در نوامبر ۲۰۱۸ در Arcteryx بود، برگزیده شدند. این اعضا از گروه سنی ۱۹تا ۳۹ سال که ۱۰ نفرشان بین ۲۸ تا ۳۳ سال دارند، انتخاب شدهاند. تعداد اعضای زن انجمن اندکی بیشتر از اعضای مرد است. این گروه کاملاً چندفر هنگی است و تعدادی تاز ممهاجر را نیز شامل میشود. با در نظر گرفتن شاخص محل زندگی، کار و تحصیلِ متقاضیان، پر اکندگی اعضا بین سه منطقه شهر داری یادشده تقریباً مساوی است.

اعضای انجمن، چالش مشارکت جوانان در شهر داری های سه منطقه نور څشور را در ۵ گروه موضوعی بررسی کرده و ۱۶ توصیه و راهکار را به شرح زیر دستهبندی کردهاند:

خلاصه توصيهها

موضوع ١: بهبود ارتباطات رودررو و مستقيم

 ا. افزایش مشاور مهای شخصی فعلی، با پیشنهاد گزینههای متنوعتر و تلاش جدی برای دریافت بازخورد از شهروندان زیر ۴۰سال
۲. حضور مقامات منتخب به صورت بی طرفانه در رخدادهای اجتماعی مربوط به جوانان برای شناسایی موانع، کمک به تجزیه و تحلیل آنها و تشویق مفهوم مشارکت متقابل

۳. رسمیتزدایی از مقامات منتخب، بهمنظور تعاملات صمیمانهتر با جوانان ازطریق شبکههای اجتماعی مرتبط

۴. تحکیم روابط موجود با جوانان از طریق تأمین غذا، خدمات مراقبت از کودکان، کوپن/یارانه حملونقل و دیگر موارد.

موضوع ٢: تقويت ارتباطات آنلاين

ایجاد یک صفحه معرفی قابلدسترس در وبسایت هر یک از شهرداریها

۶. در اولویت قرار دادن تولید محتوای دیجیتالیِ جالب و از نظر بصری جذاب که درک عمومی از کارکردهای شهرداری را نیز ارتقا بخشد

۷. انتصاب یک متخصص شبکههای اجتماعی در حوزه امور مدنی

موضوع ۳: افز ایش بکارگیری جو انان در کمیته های مشاور ه

- ۸. تشکیل گروه پژوهش جوانان (YCWG)
- ۹. تشکیل کمیته مشاور ، جوانان (YCAC)
- ۱۰. استفاده بیشتر از جوانان در کمیتههای مشاوره فعلی

موضوع ۴: مشارکت دادن جو انان در پروژ مهای غیر رسمی

۱۱. افزایش حمایت مالی از نو آوری ها و ابتکار عمل های جوانان از طریق راهاندازی صندوق شهروندان جوان (Young Citizens Fund) ۱۲. آسانسازی دستر سی به تسهیلاتِ صندوق شهروندان جوان و تضمین حفظِ تنوع متقاضیان و وامگیر ندگان

موضوع ۵: شور ای شهر، جلسات عمومی و فرایندهای رسمی

۱۳. انتصاب یک رابط برای هماهنگی جلسات با جوانان ۱۴. تنوعبخشی به محل برگزاری جلسات شور ا برای ارتباط و دیدار با جوانان ۱۵. استفاده از قدرت راهکار های فناورانه برای افزایش مشارکت در شوراها

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NORTH SHORE YOUNG CITIZENS' FORUM: GENESIS

There is a pervasive concern that younger adults are less civically engaged than older generations. Overall, young people do tend to vote less, participate less in public consultations, and are underrepresented at municipal council meetings. However, there is also plenty of evidence that younger people care about civic issues and want to influence decision making—they often just don't know how.

Two years ago, when North Shore Community Resources co-hosted a community forum on housing with the Economic Partnership of North Vancouver and Generation Squeeze, 62% of participants were under 45. They told us they had a real appetite for meaningful participation in civic affairs, but didn't necessarily have the information, skills or understanding of how they could be a part of the democratic conversation.

The North Shore Young Citizens' Forum (NSYCF or Forum) was created to respond to this challenge of generational participation. <u>North Shore Community Resources</u> (NSCR) raised funding for the project and retained <u>CityHive</u> to partner in the project design, facilitation and implementation. Murray Mollard, Executive Director of NSCR and Veronika Bylicki and Tesicca Truong, Co-Founders and Co-Directors of CityHive are the project team leaders.

We designed the Forum to engage more young adults in civic affairs, particularly at the local government level—where important decisions are made affecting young people and where there are more opportunities to have a direct influence in public policy and decision making.

The Forum's goals are:

- 1. To educate younger adults about local government and its importance;
- 2. To build capacity and skills for younger citizens to participate more in local civic affairs; and
- 3. To research and recommend to North Shore municipalities ways to increase participation by younger citizens in local government

With the goals of increasing young citizens' civic literacy, participation and leadership on the North Shore, the project team created a process that emphasizes participants' learning, skill development and real-life experience in research, writing and advocacy.

Forum members have benefited from the support and guidance provided by Councils and staff from the three North Shore municipalities. We would like to thank all who assisted in some way with the Forum's work. We'd also like to recognize municipal staff and Councillors who devoted extra time to assist Forum members and this process:

Councils:

Mayor Mary-Ann Booth and Councilor Marcus Wong, District of West Vancouver Councilors Mathew Bond and Jordan Back, District of North Vancouver Councilors Tina Hu, Don Bell and Jessica McIlroy, City of North Vancouver

Staff:

David Hawkins and Stina Hanson, District of West Vancouver Brett Dwyer, Angele Clarke and Shazeen Tenjani, District of North Vancouver Sean Galloway and Heather Evans, City of North Vancouver We, the project team, would especially like to thank the members of the North Shore Young Citizens' Forum for their time, commitment and inspiration for citizen participation.

Murray Mollard, Executive Director, North Shore Community Resources Tesicca Truong, Co-Founder & Co-Director, CityHive Veronika Bylicki, Co-Founder & Co-Director, CityHive



PROCESS

The North Shore Young Citizen's Forum consisted of eight hands-on sessions from January to June 2019 on Thursday evenings and one full Saturday. The sessions had different thematic focuses and were held across the North Shore.

Session 1: Welcome & Community Building Session 2: Cities 101 Session 3: Current Civic Engagement Practices Session 4: Community Planning & Development Session 5: Ideation & Workshop Day (full-day session) Session 6: Project Development Day Session 7: Presentations to City Council & Staff Session 8: Wrap-Up & Future of the Forum

Session 1: Welcome & Community Building

Thurs, Jan 17 6-9pm @ West Vancouver Memorial Library

The first session was an opportunity for the members of the NSYCF to get to know one another, the Forum team facilitators, and to be introduced to the program, its goals, and the process. Collectively, the cohort explored their personal and shared understanding of civic engagement, municipal governments, and their role as citizens.

Session 2: Cities 101

Thurs, Jan 31 6-9pm @ District of North Vancouver District Hall

This session provided NSYCF members an overview of cities, how they differ from other levels of government, and how cities are shaped over time through processes like Official Community Plans. Staff and elected officials from the District of North Vancouver shared their knowledge, wisdom, and particularly, their public engagement practices with the cohort.

Session 3: Community Planning & Development and Housing

Thurs, Feb 7 6-9pm @ District of West Vancouver Municipal Hall

District of West Vancouver city staff hosted this session and shared about planning and development processes, current strategic initiatives and housing projects, and public engagement processes. The cohort also reviewed the District of West Vancouver's new digital engagement platform, engaged on several current public engagement activities, and provided feedback.

Session 4: Social Planning

Thurs, Feb 21 6-9pm @ City of North Vancouver City Hall

This fourth session was hosted by City of North Vancouver staff who shared their vision and current projects for creating livable cities for all generations that promote social well-being. Cohort members learned more public space projects, their civic education program, and future plans for community engagement, and engaged in hands-on activities regarding public space and planning.

Session 5: Ideation and Workshop Day

Sat, March 2 9:30-4:30pm @ Kiwanis Cypress Complex

Building on their learnings from the first four sessions and their research on innovative civic engagement projects and processes from other local governments, the cohort

embarked on a mission to co-develop recommendations for youth civic engagement practices. They brainstormed on five different civic engagement categories and self-selected into teams to start further workshopping their recommendations. The five categories of civic engagement were existing city council processes, face-to-face city engagement, online engagement, grassroots informal engagement, and young citizen advisory council. They were joined by Councillors, staff and community leaders who provided thought leadership and guidance to ensure their recommendations were relevant.

Session 6: Project Development

Thurs, March 7 6-9pm @ Capilano University During this workshop session, Forum members had time to work with their team and finalize their recommendations with opportunities for feedback from fellow cohort members and mentors.

Session 7: Presentation to City Council & Staff

May 2019 @ All Three City Halls

Each group's recommendations are compiled into a final report which will be presented to each of the three municipalities' City Council meetings.

Session 8: Wrap Up & Reflection

June 2019

After all the presentations to council have taken place, the cohort will gather to assess next steps, debrief their projects and experiences as part of the Forum, and celebrate their accomplishments.

PARTICIPANTS

The program was designed for younger adults aged 18-39 who live, work, or study on the North Shore. We chose this age range to recognize that there are many younger adults who would not be considered "youth" (upper age limit of 30) who face participation challenges. Our intention was to include adults who may have launched their careers or who have young families and would like to participate more in local government initiatives and conversations but find it challenging to do so.



Many adults aged 25 to 39 are in a stage of life in which they are deciding where to live and create meaningful connections with their neighbours and community, a key aspect in building vibrant communities. As such, their voices are critical in local decision making. Given the ages of our Forum members, we have limited the use of the term "youth" to recognize the range of ages of our cohort.

We had over 60 applications and selected 30 young citizens to be part of the program. Although there were significantly more applications from the City and District of North Vancouver, we selected participants so that about a third of the total cohort either worked, lived, or studied in each of the 3 municipalities. We also considered gender balance, age, education, ethnicity and other socio-economic factors in the selection.



Ultimately, the cohort was composed of 15 who lived in the City of North Vancouver, 12 who lived in the District of North Vancouver, and 5 from the District of West Vancouver. Six Forum members worked in the District of West Vancouver, 6 worked in the District of North Vancouver, 2 worked in the City of North Vancouver, and the rest worked off the North Shore. Two members studied in the District of West Vancouver and 3 of them studied in the District of North Vancouver, with the rest of the students studying outside of the North Shore. The cohort included individuals who have lived on the North Shore their entire lives, are new Canadians, have recently moved to the North Shore and everything in between.

RECOMMENDATIONS

Our Forum members have grouped our 10 recommendations that address 5 different thematic challenges faced by young people on the North Shore. We should emphasize that the recommendations are those of the Forum's members. While the Forum's members have received advice and suggestions from a variety of sources including the project team, municipal Councilors and staff as well as others, the Forum's members have been responsible for the research and drafting of their own recommendations.

RECOMMENDATIONS BY THEME

Theme 1. Face-to-face engagement

The Problem

A lack of robust involvement by the youth demographic within civic government is a central challenge being faced by municipal governments across the North Shore. The limited inclusion of these voices within the decision making process is significant, since intergenerational differences in perspectives and experiences manifest in alternative preferences within key policy matters such as transit use, housing, the environment and urban planning. Therefore, limiting the participation of young people in the civic

process is also limiting the effectiveness and relevance of these decisions across various demographics within the community.

From a long term planning perspective, comprehensive inclusion of these voices is imperative, since they represent changes in foundational assumptions with regard to urban planning and city creation. Failure to incorporate a younger adult demographic within the municipal decision-making process also reinforces a tradition of disconnect and bolsters an intergenerational power gap which can only serve to weaken a holistic and inclusive democratic culture. This environment in turn fosters malaise around local governance and municipal matters, and omits the perspectives of those who will be the eventual inheritors of long term decisions on community building.

The recommendations enclosed specifically focus on improving face-to-face interactions between municipal decision makers and young people. Suggestions are also informed and supported by precedents and studies that have identified a correlation between youth-led civic initiatives and increased levels of trust and civic participation.

Recommendation 1: Offer more diverse consultation options and actively seek out feedback specifically from citizens under 40.

Our first recommendation focuses on how consultations are often structured. In-person consultations often involve what we have termed "inreach": they are held at a set place and time, and the onus is for citizens to put in the effort to show up in order to be able to participate and give their feedback. This is especially challenging for younger people to attend, as they may be juggling work, school or raising a young family with limited time to participate in the democratic process. We are proposing that each consultation effort that follows the "inreach" model, also be coupled with an "outreach" component as well. We are not prescriptive as to what form it should take, but as a general principle it should involve going out into the community to actively solicit feedback.

One example of this in practice, that appears to have been successful, are "pop-up" booths in central locations. Some Forum members also lauded the District of West Vancouver's launch of their new "westvancouverITE" online platform, coupled with outreach efforts at the West Vancouver Memorial library to reach young parents, such as those attending story time with their children.

While some municipalities may at present already do this on occasion, we are recommending that it become a standardized element to all consultation efforts in order to increase accessibility and regularize civic participation among groups that are underrepresented in the current practices.

Recommendation 2: Have elected officials attend youth, younger adult and community oriented events in a non-partisan manner as a means of breaking down perceived barriers and encouraging a reciprocal participation effect.

The central premise here is that community already exists on the North Shore as a vibrant, full and robust entity. Successful strategies from municipal governments therefore should seek to uncover and tap into these existing networks rather than reinvent channels of interaction, which may appear formal and disconnected to a younger audience. This can be achieved through elected officials attending cultural, youth and community events in a manner that is not overtly partisan, but instead geared toward accessibility, relevance and community building. In particular for marginalized youth groups and cultural groups who are not well represented within

Municipal institutions, these direct interactions serve to break down perceived barriers on both sides and provide legitimacy to participation. The function of this recommendation is a deeper and more accessible connection which can serve to create a reciprocal effect, as younger adults will recognize the relevance and accessibility of these institutions and thus participate more civically.

The positive effects of increased civic participation have been observable over the short, medium and long term. This is evidenced for example in the 'Cast Your Voice' campaign in Berlin where local government connected directly with existing marginalized youth groups, equipping them with skills to participate effectively, and a robust reciprocal effect was observed.¹ This forum underscores the principle of strengthening the youth voices already existing within community, which in turn deepens civic participation.

Another example is the 'Mayor Walks' in Huntington, Virginia which connects the Mayor with residents in the community on a health initiative while increasing connection and relevance.² The city of Boston has also seen tremendous reciprocal effect by connecting officials to the youth community in a relatable and collaborative manner.³

Within the North Shore Young Citizens Forum, anecdotal evidence suggests that participants were glad to have met elected officials and staff at the recent North Shore Forum Youth launch event at the headquarter of Arc'teryx, as well as other Forum events. It has given some Forum member confidence to reach out to elected officials in the future.

¹<u>https://cast-your-voice.de/site/wp-content/uploads/2018/10/CAST-YOUR-VOICE_Interim-Report-and-Prolongation-Request-Oct-2018.pdf</u>

²<u>http://www.cityofhuntington.com/news/view/walk-with-the-mayor-returns-march-18</u> ³<u>https://www.cityofboston.gov/news/Default.aspx?id=20140</u>

Recommendation 3: Humanize elected officials through relevant and current social media strategies

The underlying premise here is that social media strategies should be relatable rather than rote, and can serve as a springboard to encourage face to face interaction between young people and elected officials. Councilors should seek to tap directly into social media spaces that younger adults are using. Effective interaction on these social platforms has the potential to rapidly reduce the 'relevancy gap' that is cited frequently as the main barrier to robust participation. The traditional perception of separateness around municipal government can be replaced by a sense of connectedness as issues appear increasingly local and relatable.

North Vancouver MLA Bowinn Ma is cited as an effective example of social media savviness, due to the frequency of her posting across media, and the relevance of these posts to her audience and the platform. Her use of images is particularly effective, as they are connected to her political mandate, but reflect an inclusive and community oriented message. Her language is also informal, yet concise, culminating in a format that is engaging yet relevant to a younger audience, and was not outsourced to a communications department. Ma avoids the trap of seeming to pander to a youth audience by being genuine and unforced in her approach. An effective social media strategy is largely cost-effective to implement, yet can bear results over the short term, medium and long term.

Recommendation 4: Enhance the accessibility of current Council events by offering food, childcare, and transportation vouchers

Providing food and water, childcare, and transportation vouchers could make Municipal events more enticing and accessible for a younger audience. Dependent on the time and day of the Council events, a barrier to attendance could be the need for food post-work. This could pose a barrier to many hard-working young citizens throughout the year but also pose a specific barrier in the annual month of Ramadan where Muslims observe fasting (abstaining from food and drink from sunrise to sunset, daily for a month, to empathize with the needy and hungry).

[As an example, the month of Ramadan shifts gradually annually, in 2019 Ramadan occurs during the first week of May, where sunset increases during the month from 8pm and closer towards 9pm. Muslims 'break the fast' by drinking water, and then dates, followed by a light meal. Where sunset occurs later in the spring and summer months, the need to 'break the fast' on water and food, such as during a Council event, could be a barrier to attendance of events during the month and a further barrier if neither water nor food is permitted at Council or considered and provided for in order to 'break the fast' on.]

Addressing the intergenerational gaps in power and wealth (Zeldin et al., 2015) is necessary to encourage civic youth participation over the short term. Feasibility in terms of cost of childcare, parking, or transit may be one of the initially perceived barriers. Pilot efforts may be tested as an incentive for younger audiences to attend more frequently, and to determine what will be most cost effective over the long term.

As an example, the City of London in Ontario are running a 12-month pilot project starting in Summer 2019 where they will provide childcare services to parents of young children attending public participation meetings at city hall that happen inside any of the City's five standing committees (Civic Works, Community and Protective Services, Corporate Services, Planning and Environment and Strategic Planning and Priorities). The children will be supervised by employees of a third-party service provider, who will come with games and toys to keep the children entertained while their parents attend the meeting.

Theme 2. Online Engagement

The Problem:

A majority of North Shore Young Citizen Forum (NSYCF) members voiced that they found it challenging to effectively engage in local government as they did not have knowledge on how local government operates, its jurisdiction, its powers, its services etc. When looking into online content about this subject matter presented by the North Shore municipalities, we found that related current information is minimal, frequently text-heavy, and challenging to locate.

This problem is not just a localized one, Apathy is Boring (a Canadian Youth Organization) found that one of the Top 10 Challenges to Millennial Youth Engagement was that there is a "lack of readily accessible resources such as How-to guides, procedural information and online professional development training opportunities for youth looking to further their knowledge about the city."⁴

⁴ Apathy is Boring, 'Municipal Youth Engagement Best Practices Report', 2017, Page 9,

https://d3n8a8pro7vhmx.cloudfront.net/apathyisboring/pages/136/attachments/original/1529461330/Municipal_Youth _Engagement_Best_Practices_Report.pdf?1529461330

Recommendation 5: Create an introductory page on each municipality's website that is inviting to younger adults and citizens who are less familiar with government operations.

The Introduction to Municipal Government page should employ various forms of media to describe how local government operates and how citizens can engage in issues. Multi-lingual versions should be available as well.

Within a year, we propose that the page is created and linked from the municipality's home page. On the page we recommend having creative content (infographics/videos/FAQs) about local government operations, interesting key info about the municipality, and how to have your voice heard. On the page it should be clear how to email, call, message via social media, or set-up a meeting in person with councilors and city staff. Also, this content could include introductory modules for and by younger adults as recommended in the 'Municipal Youth Engagement Best Practices Report' by Apathy is Boring.⁵

It is useful to note that as this NSYCF was composed of and discussed issues in relation to 'young adults' (19 - 39) and not the typical definition of 'youth' (preteen to early 20s), we feel based upon our own online usage that curating content on a website would be impactful. If we were making recommendations to engage the typical definition of 'youth', then content on a web page may not be as impactful.

A web page is a good place to host content that can then be shared and linked to on multiple different social media platforms (depending on what platform is currently trendy). In this way the Introduction to Municipal Government content can have a

⁵ Apathy is Boring, 'Municipal Youth Engagement Best Practices Report', 2017, Page 10,

https://d3n8a8pro7vhmx.cloudfront.net/apathyisboring/pages/136/attachments/original/1529461330/Municipal_Youth _Engagement_Best_Practices_Report.pdf?1529461330

permanent home and be accessible to citizens of all ages whether it be youth, young adults, established adults, or seniors. Overall, the proposed Introduction to Municipal Government web page would not just be beneficial for young citizens but for citizens of all ages to learn how to engage with their community.

Recommendation 6: Prioritize creating digital content that is engaging, visually appealing and enhances public understanding of city functions.

Many NSYCF members voiced that they find it hard to engage and be involved in community issues that they

a) do not know about;

b) may have heard about but don't feel they are knowledgeable enough to bring forward an opinion; and/or

c) have no time to read long reports about in order to form an educated opinion.

Many North Shore young citizens expressed that they have limited time to search out reliable non-biased information on civic subjects. Working long hours, commuting, and looking after their families rarely allows them to look deeply into issues that impact them. Therefore, we recommend that municipal Communications Strategies prioritize the creation of online and social media content for the public that is easily understandable and visually appealing. (We realize that the municipalities may already have this as part of their strategies but think it is important to make sure they continue to allocate resources to it.)

Municipalities should ensure that communications teams have the capacity and skills to create engaging common language content (infographics, videos, multi-lingual versions) and that it is shared on social media platforms that appeal to young citizens (Twitter, Instagram, Snap-chat, LinkedIn). Much of this content could be used on the new webpage proposed in Recommendation #5. Research suggests that youth and young citizens are willing to engage if the issues are meaningful to them, and so presenting issues in a clear appealing way on social media will help involve them in our democratic processes.⁶

Recommendation 7: Create a position within the municipal government communications team for a 'Civic Social Media Specialist'.

To support the previous Online Engagement Theme recommendations, we also recommend that the municipalities create a position within the communications team for a 'Civic Social Media Specialist'. To start out the position could be a part-time pilot (e.g. student co-op position). This position would focus solely on 'translating' complex civic issues and presenting them in a jargon free way, with the target audience being young citizens

The Civic Social Media Specialist responsibilities could include, but would not be limited to:

- Create a young citizen oriented social media engagement strategy with the goal of enhancing civic engagement
- · Help train elected officials on how to use social media effectively
- Create awareness of Council Updates such as create videos for Snapchat (eg. profile events that councilors are at and show that they are a lot more accessible than you would think)
- Write blog posts
- Curate photos that are relevant to local issues
- Mentor students or volunteers looking to gain communications/ marketing experience and have them produce engaging civic content for the municipality's

⁶ Roman Gerodimos, *New Media, New Citizens -- The Terms and Conditions of Online Youth Civic Engagement:* <u>https://www.academia.edu/31010534/New_Media_New_Citizens</u>

social media (or help train members on the new Young Citizen Advisory Committees proposed in Recommendation #9 to do it).

- Promote and optimize existing online platforms:
 - o Post consistently
 - Gain followers by running Photo Competitions on Social Media. Get users to post a photo following a theme determined by the municipality and to enter the competition the user must also 'Like' or 'Follow' the municipality's page.

Theme 3. Young Citizen Representation on Municipal Committees

The Problem:

Young citizens are underrepresented across civic processes. As the cohort most significantly impacted by the future results of current policy decisions, having young citizens engaged and participating in policy formation is integral to effective policy and decision making. Ensuring a diversity of perspectives and ideas are heard ultimately strengthens and improves the communities we live in.

Recommendation 8: Form a Young Citizen Working Group (YCWG)

We recommend that each municipality form a Young Citizen Working Group (YCWG) within one year. The YCWG will be tasked with exploring and making recommendations to advance young citizen engagement within the municipality, and to support the implementation of a Young Citizen Advisory Committee. The working group will prepare the terms of reference, Selection Criteria and documentation required to present a staff report to Council re: creation of a Young Citizen Advisory

Committee (YCAC). The working group will also identify creative avenues to reach young citizens beyond "the usual suspects" and to raise awareness of engagement opportunities with municipalities among young citizens.

The YCWG will be allotted a modest operational budget by the municipality and will comprised of either five or seven voting members (to ensure quorum), plus one municipal staff liaison. Voting members must be under the age of 40 years old and should reflect a diverse cross-section of the population within the municipality. Members will be selected by the municipal staff liaison, following an application process similar to that used currently for municipal Advisory Committees.

Recommendation 9: Form a Young Citizen Advisory Committee (YCAC)

We recommend that each municipality form a Young Citizen Advisory Committee within one to three years. The YCAC will be comprised of either seven, nine or eleven voting members (to ensure quorum), one municipal staff liaison, one municipal staff clerk and one municipal Councillor. Voting members must be under the age of 40 years old and should reflect a diverse cross-section of the population within the municipality. Members will be appointed by Council via blind vote or as per current municipal selection process for appointing Advisory Committee members.

Should adjustments to the municipality's selection process and terms of reference be required to facilitate, these can be reviewed by the YCWG and presented to Council for adoption. The terms of reference for the YCAC will be reviewed and developed by the YCWG, but generally focused on "issues of critical importance to young citizens". See Appendix A.

The YCAC should be flexible in its scope, so municipal staff have an advisory body available to refer items for review, should they feel young citizens have historically

been under-represented in previous or ongoing associated engagement efforts. The YCAC will prepare and submit recommendations and draft formal resolutions and for Council's consideration and action. If committees have the authority to create resolutions for Council, this status is desired for this committee.

See Appendix A - Young Citizen Advisory Committee - Draft Terms of Reference

Recommendation 10: Strengthen Young Citizen Representation on Existing Advisory Committees

We recommend that each municipality adopt a specific policy ensuring diversity on advisory committees, or, that revisions are made to the existing terms of reference for advisory committees to include equitable representation of young citizens under the age of 40 years old, within one to three years.

For example, in the City of Victoria, their Music Advisory Committee ensures one of their members will be a "Youth representative" of the community.⁷

See Appendix B - Example of Diversity on Advisory Bodies Policy (COV)

²<u>https://www.victoria.ca/EN/main/city/other-boards-committees/music-advisory-committee.html</u>

Theme 4. Young-citizen led informal engagement projects

The Problem:

There is currently a lack of dedicated funding that is accessible for young citizen-led informal engagement initiatives. Although funding channels exist, the eligibility requirements vary and often cut off at age 25. This causes confusion for young people on whether they are eligible, and limits the funding available for a broader group of "young citizens" who want to run events or projects. Accessibility barriers also exist for young citizens who feel like they don't know how to engage with these funding programs. This is causing a lack of diversity in the voices that are being heard through informal channels.

In order to increase the diversity in the younger adult voices being heard by the municipality, it is important that funding exists to facilitate programs run by and for young citizens, that the application and evaluation processes are accessible, and that the funding is well-promoted to the target group.

Recommendation 11: Improve Funding Support for young citizen initiatives by creating a 'Young Citizens Fund'

Our main recommendation is the creation of a \$20,000 fund specifically for young citizen informal engagement projects (the "Young Citizens Fund" or the "Fund"). To improve accessibility to funding in the short and medium term, municipalities should: (a) create a master online list of all available youth funding; and (b) modify age restrictions on existing youth funds to include applicants age 18-40.
There is no single source or reference document on youth civic engagement funding. The federal Youth Take Charge Program, the provincial government's Economic Development Funding and Grants, and municipal-specific grants - such as the District of West Vancouver's Local to Global Youth Initiative - are available but may be challenging to find, since information on each fund is located on separate websites.⁸ Some private funding is also available.⁹ The North Shore lacks a master list of available youth funding, making existing funding difficult to locate and access.

Many of the available municipal grants recognize youth as individuals under the age of 25. The District of West Vancouver restricts their Local to Global Youth Initiatives Grant to those under 25, the City of North Vancouver Child and Youth initiatives is restricted to those under 21 years, and the District of North Vancouver's provides no designated funding for youth initiatives. Young citizens aged 25-40 are forced to apply for federal funding if they are under the age of 30, or must apply through a regular Community Grant program. We argue that those from 18-40, a group that is less likely to be civically engaged, would benefit from accessible, dedicated civic engagement funding, sponsored by the three North Shore municipalities.¹⁰

Recommendation 12: Enhance Accessibility of the Young Citizens Fund and ensure diversity of applicants and grantees

A) Once the Young Citizens Fund is established, the municipalities should facilitate mentorship between recipients of the Young Citizens Fund and council members

⁸Youth Take Charge Program

https://www.canada.ca/en/canadian-heritage/services/funding/youth-take-charge/application-guidelines.html#a1
⁹ See for example: Vancouver Foundation Level Youth Grant

<u>https://www.vancouverfoundation.ca/grants/level-youth-granting;</u> Small Neighbourhood Grants <u>http://neighbourhoodsmallgrants.ca/</u>

¹⁰ See, for example Youth Voter Turnout in Canada 2016 Paper, Section 2 <u>https://bdp.parl.ca/sites/PublicWebsite/default/en_CA/ResearchPublications/2016104E#a2</u>

and/or municipality staff. The long-term goal would be for recipients of the Fund to become a self-sustaining mentorship program, resulting in long term connections.

A short presentation event led by recipients of the Fund to present their informal engagement projects to the community would facilitate connections between projects, citizens and stakeholders.

A mentorship program associated with the Young Citizens Fund would establish an ecosystem for young citizens' civic engagement on the North Shore, and allow for cross-pollination of ideas between municipalities. Several grant programs exemplify the benefits of associating mentorship with funding. This is a common model in startup programs such as AC Jumpstart and the entrepreneurship@UBC Seed Accelerator which provide start-up businesses with both seed funding and mentorship to ensure project success.¹¹ Indigenous groups have also emphasized the importance of mentorship, including New Relationship Trust BC First Nations Youth Grant, which grants \$2,000 funding to projects that can include mentorship programs for indigenous youth.¹²

A Pecha Kucha-style event would be highly effective in presenting informal engagement projects to the community. Pecha Kucha events involve speakers with concise presentations in the format of "20x20" - 20 images, each shown for 20 seconds.¹³ These events often feature many speakers and give participants the opportunity to meet others with similar interests, network, and present their work to each other. The events have proved popular with a younger demographic. In November 2018, the UBC Sauder School of Business and Peter A. Allard School of Law presented "Hollywood, Eh?" an event which featured 8 different presenters from the

¹² NRT BC First Nations Youth Grant <u>http://www.newrelationshiptrust.ca/initiatives/elders-youth/</u>

¹¹ AC Jumpstart Website <u>http://acceleratorcentre.com/acjumpstart/</u> and entrepreneurship@UBC Seed Accelerator <u>http://www.bcic.ca/programs/entrepreneurshipubc-seed-accelerator-fund</u>

¹³ Pecha Kucha Website <u>https://www.pechakucha.com/faq</u>

entertainment industry.¹⁴ A Pecha Kucha license can be purchased online in order to host an event.¹⁵

B) The Young Citizens Fund should involve and engage diverse community groups and recipients of the Fund should be decided by a group of diverse young citizen leaders.

The Young Citizens Fund must be:

- i. accessible in multiple languages and incorporate GLBTQI2S inclusive language; and
- ii. be publicized to diverse community groups and engaged local leaders to encourage young citizens to apply.

Limited sources of private funding identified for this report exist to support some diverse young citizens. For example, the Vancouver Foundation LEVEL Youth Grant grants up to \$50,000 to engage Indigenous, racialized immigrant, or young people in staff leaderships. However, a Canadian Subsidy Directory search revealed that no funding for diverse younger adults aged 25-40 exists.¹⁶

The North Shore Young Citizens' Forum feels strongly that outreach to diverse groups could be improved with regards to citizen-led informal engagement projects. Diverse groups can include, but are not limited to, youth from diverse backgrounds, Aboriginal youth and communities, Deaf and youth with hearing problems, newcomers, youth in government care, LGBTQ2S+ communities, youth with special needs, young parents, homeless youth and youth in custody.¹⁷

¹⁶ChiChi Wang and Ali Farsi reviewed the Canadian Subsidy Directory at <u>http://www.grantscanada.org/</u>

 ¹⁴ Link to Hollywood Eh Pecha Kucha Event <u>https://www.sauder.ubc.ca/News/2018/Event l_Hollywood_eh</u>
 ¹⁵Pecha Kucha Licensing <u>https://www.pechakucha.com/pages/licensing</u>

¹⁷ As categorized by the Ministry of Children and Family Development of British Columbia

A variety of diverse groups may be available to provide assistance in ensuring that the Young Citizens Fund is inclusive to diverse groups. Qmunity and the North Shore Neighbourhood House LGBTQI2S Group provide excellent resources regarding inclusivity for all sexual orientations and genders.¹⁸

Theme 5. Municipal Council, Public Hearings & Formal Processes

The Problem:

Young citizens (ages 18 to 39) on the North Shore have been identified as a group noticeably absent from municipal council meetings, hearings, and committees, which traditionally serve as a consultative opportunity for residents to provide their perspectives, input and feedback on key issues and priorities.

Recommendation 13: Create a Young Citizen Civic Engagement Liaison

We recommend the municipality hire a liaison specifically to work on engaging young citizens in the community. Their roles and responsibilities, could be, but not limited to:

a. **Engage with young citizens on social media -** Moving beyond one-way communication on social media, we recommend municipalities have a contact person, that can be a liaison with youth groups and individuals. By having a young person engage with young people on social media about what's happening at Municipal Council meetings, it may create awareness and education on what happens at Council in a timely, engaging and shareable manner. This will give young

¹⁸ See Qmunity Resource <u>https://qmunity.ca/</u>; or North Shore Neighbourhood House LGBTQI2S Group <u>https://www.nsnh.bc.ca/youth/activities/</u>

citizens a better idea of what happens at Council and how they can engage with the municipality when a relevant issue comes up for them.

b. **Provide coaching -** This person can offer tailored approach, training and coaching on how young citizens groups and individuals can participate in Council Meetings.

For example, this person could also:

- Host a mock council meeting in which youth are the elected officials
- Partner with organizations to organize mock municipal committees
- Invite young people to debate on municipal issues
- Invite youth & Capilano University students to observe Council in session
- c. **Develop Civic Education Resources** Educates people about municipal Council procedures, rules, etc. For example the City of Vancouver has a 2:46 minute Youtube video that advises people on how to "Speak at a City Council meeting about an agenda item". Furthermore they provide upcoming agenda items and their instructions are also translated into other languages.¹⁹

Recommendation 14: Engage with young citizens where they spend time

We recommend that the municipality offer public engagement/town hall meetings in different community spaces with all of Council and the Mayor -- taking Council away from Council Chambers and into the community. It is the hope that these meetings would attract new audiences who don't generally make it to municipal hall and encourage more interaction between Council and citizens by giving them the

¹⁹<u>https://vancouver.ca/your-government/speak-at-city-council-meetings.aspx</u>

opportunity to ask questions of Councilors and the Mayor. These meetings could be facilitated by the Mayor or by a young citizen from the community.

We recommend spaces which would be large but also spaces where the public already congregates such as:

- City of North Vancouver: Lonsdale Pier/Quay; Shipyards; City Library; Harry Jerome Community Centre; Secondary Schools.
- District of North Vancouver: Lynn Valley Centre; Libraries; Community Centres; Churches.
- District of West Vancouver: Park Royal; Gleneagles/West Van Community Centre; Memorial Library.

We recommend that municipalities implement a single meeting as a trial with the hope that they continue on a semi-yearly basis.

We also recommend supporting programs such as the North Shore Young Citizens' Forum to continue to educate and engage young citizens annually.

Recommendation 15: Leverage Technological Solutions for Participation in Council

We recommend that Council explore the viability of an option to provide opportunities to participate during regular Council meetings. Recognizing this recommendation may be subject to legislation and technology, we strongly encourage Council to work to find a solution, as it will continue to expand and increase accessibility for many people.

While there may not be many precedents for this approach, we feel North Shore municipalities can be a leader in this across Canada and serve as a role model on how to engage with citizens. We recommend that, at minimum, municipalities allow

persons to make statements during the public statement period via online submission. This would make Council more accessible to many traditionally marginalized groups (the elderly, the infirm, those with disabilities, those who work during meeting times, etc.) and to residents in general.

Some participation examples for municipalities to consider include:

- <u>Nanaimo, BC</u>: Each year, as a part of their annual budgeting process, Nanaimo has a Town Hall where questions to council can be submitted via the city website, Facebook, Twitter, phone and in-person in the council chamber.²⁰
- <u>Bollnas, Sweden</u>: In a town of 25,000 inhabitants, "City Council meetings are broadcast live on the West and citizens can send questions via email during the break halfway through the meeting, which are answered after the break."
- <u>City of Vancouver:</u> CoV has a webpage that shows upcoming council meetings, public hearings and provide ways to engage for citizens (Request to speak button).²¹

Recommendation 16: Improve Access to Existing Council Meetings

We encourage Councils to increase young adult participation at Council meetings by:

- Offering food at meetings
- Offering child care²²
 - Change meeting time on-off, for example a Saturday afternoon if feasible

https://www.thestar.com/news/gta/2019/02/07/brampton-council-considers-offering-child-care-to-encourage-parents-t o-attend-meetings.html

²⁰<u>https://www.nanaimo.ca/your-government/city-council/council-meetings/etown-hall-meetings</u>
²¹<u>https://vancouver.ca/your-government/speak-at-city-council-meetings.aspx</u>

²² The City of Brampton Ontario are considering offering child care at Council meetings:



Have a Young Citizen Liaison advise on what to look out for; i.e. provide preview training

 Have a Young Citizen Liaison specifically invite younger adults to the Council Meeting, but provide training beforehand on what to expect. Organizations to reach out to could include:

- Capilano University student groups and organizations
- Foundry North Shore
- Ambleside Youth Centre
- North Shore Multicultural Society Young Adults aged 15-30
- Canadian Mental Health Association Older Youth Age 19-29
- North Vancouver Constituency Youth Council
- Parent Advisory Councils (PACs) through Elementary Schools
- Members of North Shore Chamber of Commerce
- The Hive (Bouldering Gym)

THANKS TO OUR FUNDERS

The North Shore Young Citizens' Forum thanks our funders for providing financial support for this project. There are very few funding sources for projects that seek to nurture democratic engagement like the North Shore Young Citizens' Forum. That is partly why it took nearly two years to secure the funding needed to undertake this project.

We would also like to emphasize that our funders played no part in the design or delivery of the Forum, other than providing financial support. Thus, North Shore Community Resources and CityHive have been able to maintain complete independence to design, facilitate and guide the project in a way that we think best meets the project's goals. Likewise, the Forum's members were free to research the issues and make recommendations as they determined are appropriate. We are very grateful for our funders' support for the freedom to design and facilitate the Forum according to our own needs and goals. In addition to the funders recognized below, we'd like to thank Arc'teryx and Stong's for their in-kind contributions for our kick off event in November 2018.



CONCLUSION

The North Shore Young Citizens' Forum is a unique and inspiring project. The participation of over 30 younger adults in the North Shore Young Citizens' Forum over a process of several months demonstrates that younger adults care deeply about civic engagement and their community. As members of the community, we have devoted considerable time and effort to learn, study, deliberate and share their perspectives on the process for engaging more younger adults in important public policy questions and decision making at the local government level.

Our hope now is that their participation will inspire local governments on the North Shore to act on their recommendations.

We need our local governments to not only study their recommendations.

We need our local governments to take positive steps to *implement* those recommendations, in whole or adapted to best meet their needs, in order to make a meaningful difference to improving the number of young citizens who participate in public policy and decision making at the local level.

We look forward to continuing to work with North Shore Councils and staff and to hearing about how these recommendations can help shape and influence the enhanced engagement of younger adults and others in the future.

For more information, contact:

Murray Mollard, Executive Director, North Shore Community Resources murray.mollard@nscr.ca / <u>www.nscr.ca</u>

Tesicca Truong, Co-Founder & Co-Director, CityHive tesicca@cityhive.ca / <u>www.cityhive.ca</u>

Veronika Bylicki, Co-Founder & Co-Director, CityHive veronika@cityhive.ca / <u>www.cityhive.ca</u>





APPENDICES

Appendix A

Draft Terms of Reference for Young Citizens Advisory Committee

Role of Advisory Bodies

The primary role of all advisory bodies is to provide input to Council and / or staff on issues of concern related to their unique mandates. Furthermore, an advisory body: Considers matters which may be referred to it by Council or staff;

May take positions on policy initiatives from other levels of government as they relate to its mandate;

Works cooperatively with other advisory bodies as appropriate;

Acts as a resource for staff in public engagement processes and / or civic events; and Exchanges information with the public on issues of interest.

Authority

The Young Citizens' Advisory Committee is established by Council resolution under authority of the Local Government Act.

Mandate

Advises Council and staff on enhancing access and inclusion for Young Citizens to fully participate in municipal engagement, services, policy input and civic life

Monitors municipal programs to ensure that the needs of young citizens and their families are considered in policy decision making

Example of subjects referred to and reviewed by YCAC. Including, but not limited to:

- Affordable housing,
- Transportation and public transit
- Employment and economic development
- Environmental and climate change action
- · Child care and family services
- Cultural diversity and inclusion
- Public spaces, recreation and municipal amenities

Reporting and Accountability

The Young Citizens' Advisory Committee reports to Council, provides input to Council and City staff and undertakes the following reporting activities:

- Joint meetings with other advisory bodies:
- The Chair and staff liaison work collaboratively with counterparts from other advisory bodies to identify opportunities for quarterly joint-briefing sessions on overlapping issues of interest.
- Collaboration with the public and external agencies:
- Works cooperatively with external agencies whose activities affect constituent communities;
- Exchanges information with the constituent communities and the general public about relevant programs and issues of interest;
- Engages in outreach to disseminate information and encourage participation from constituent communities.

Annual reporting activities:

- Produces an annual work plan with specific objectives by April of each year, in consultation with Council and staff liaisons, for distribution to Council and civic departments for information;
- Presents accomplishments and progress to date at the annual Council of Councils event; and
- Submits an annual report to Council describing its accomplishments for the year, including reference to each objective set out in the work plan and any arising issues to which the committee has responded.

All advisory bodies should conduct their activities in accordance to the Guidelines for Advisory Bodies which set out the roles and responsibilities for advisory body members, chairs/co-chairs, staff and Council liaisons.

Terms and Membership Composition

Persons appointed to an advisory body shall meet the following essential criteria: Not be employed by the municipality (DNV, CNV or DWV) Live or work in the municipality, or have significant body of experience with issues in

the municipality

Be able to demonstrate relevant experience or knowledge, abilities and skills related to the mandate of the advisory body.

Be under the age of 40 years old at the age of appointment.

Composition:

9 or 11 members of the public (5 or 6 for quorum)

1 non-voting Council liaison

1 non-voting staff liaison

The appointment of civic members to each advisory committee shall meet the composition of objectives set out in the Diversity on Advisory Committees Policy.

Length of Term:

Committee members are appointed for 3-year terms. No member of the public shall serve for more than two consecutive terms on the same advisory committee. A former member is eligible for reappointment if no other candidate can be found.

Remuneration

Advisory body members shall serve without remuneration.

Meeting and Administrative Procedures

The Young Citizens Advisory Committee holds nine regular meetings per year, in addition to occasional working sessions, generally scheduled per availability, when required. A member who is absent from more than three consecutive formal meetings without a leave of absence is deemed to have resigned.

Related Guidelines and/or Policies

Guidelines for Advisory Bodies Code of Conduct Policy Diversity on Advisory Body Policy Procedure By-law

Appendix B

Diversity on Advisory Bodies Policy (City of Vancouver)

Purpose

The municipality is committed to a fair and equitable advisory body appointment process that achieves representation reflective of the diversity of the municipality. The purpose of this policy is to establish targets to achieve diverse demographic composition on advisory bodies.

Scope

This policy applies to appointments to advisory bodies established by Council.

Definitions

Equity-seeking groups means communities that face significant collective challenges in participating in society as a result of barriers to equal access, opportunities and resources due to disadvantage and discrimination, marginalization that could be created by attitudinal, historic, social and environmental barriers based on the intersections of age, ethnicity, disability, economic status, gender, nationality, race, sexual orientation and transgender status, etc.

Visible minorities means persons, other than Indigenous peoples, who are on Caucasian in race or non-white in colour. The visible minority population includes but is not limited to: South Asian, Chinese, Black, Filipino, Latin American, Arab, Southeast Asian, West Asian, Korean and Japanese people.

Policy Statements

Appointments to advisory bodies

Each advisory body shall be comprised of a membership of fifty percent (50%) or greater of people from equity-seeking groups.

Each advisory body shall be comprised of a membership of fifty percent (50%) or greater of people who self-identify as women.

Additional recruitment objectives specific to individual advisory bodies will be provided in the respective Terms of Reference.

Despite sections 1.1, 1.2 and 3.1, the municipality will aspire, but is not required, to achieve the established composition objectives in the appointment of members to advisory bodies which provide technical advice to staff.

Recruitment and Outreach

To assist efforts in achieving the objectives set out in this policy, applications will include optional self-identified information.

Vacancy

In the event where during the appointment process Council cannot meet the membership objectives set out in this policy, due to lack of sufficient applicants or for another reason, a temporary appointment of one year or less may be used to fill a vacancy.

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The Corporation of THE CITY OF NORTH VANCOUVER NORTH SHORE EMERGENCY MANAGEMENT

REPORT

- To: Mayor Linda Buchannan and Members of Council
- From: Fiona Dercole, Director, North Shore Emergency Management
- SUBJECT: COMMUNITY EMERGENCY PREPAREDNESS FUND NEW RESOLUTION

Date: May 30, 2019

File No: 14-7310

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

RECOMMENDATION:

PURSUANT to the report of the Director, North Shore Emergency Management, dated May 30, 2019, entitled "Community Emergency Preparedness Fund (CEPF)":

THAT Council reconsiders their April 1, 2019 motion regarding CEPF 2018 Evacuation Route Planning;

AND THAT Council support the submission of an application to the 2018 Evacuation Route Planning Grant and overall grant management.

ATTACHMENTS:

CEPF 2018 – Evacuation Route Planning

DISCUSSION:

Grant funding for the Community Emergency Preparedness Fund (CEPF) is provided by the Province of BC and administered by the Union of BC Municipalities (UBCM). The CEPF is a suite of funding programs intended to enhance the resiliency of local governments and their residents in responding to emergencies. On behalf of the three North Shore municipalities, North Shore Emergency Management (NSEM) has applied for, and received approval, in principle, for several grants under the CEPF. On April 1, 2019, Council unanimously approved the following resolution:

PURSUANT to the report of the Director, North Shore Emergency Management, dated February 13, 2019, entitled "Community Emergency Preparedness Fund":

THAT Council support North Shore Emergency Management to make submissions on behalf of the City of North Vancouver to the Community Emergency Preparedness Fund under the following streams:

- 2018 Emergency Social Services;
- 2018 Evacuation Route Planning; and
- 2019 Emergency Operations Centres and Training;

AND THAT Council support the District of North Vancouver to provide overall grant management for the projects.

UBCM has recently advised staff of an administrative error regarding the 2018 Evacuation Route Planning Grant application. Similarly to the other CEPF grant applications, NSEM applied for a regional project grant totaling \$75,000 (\$25,000 for each municipality). However, UBCM later informed us that the Evacuation Route Planning Grant must be presented under three separate applications – one per municipality. UBCM understands that NSEM will continue to manage the project as a regional project, but for administrative purposes, requires amended resolutions from each municipalities stating that Council supports the application and will provide for overall grant management.

NSEM staff will manage the projects and provide periodic updates to the NSEM Executive Committee.

FINANCIAL IMPLICATIONS:

The maximum available funding for each municipality for each of the funding streams is \$25,000. Spread over three municipalities and three funding streams, the subject applications total \$225,000.

However, at the end of the project, due to the requirements regarding this specific Evacuation Route Planning grant, the City will need to submit a separate cost recovery report to UBCM to request reimbursement of the \$25,000. Those funds can then be transferred back to NSEM. NSEM will coordinate this administrative step with the three North Shore municipal finance departments.

INTER-DEPARTMENTAL IMPLICATIONS:

NSEM will continue to work with municipal staff from related departments to ensure that the specific needs of each municipality are considered in the projects.

REPORT: Community Emergency Preparedness Fund Date: May 30, 2019

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CORPORATE PLAN AND/OR POLICY IMPLICATIONS:

The projects support the following City's Goals and Objectives:

Goal 3.3: Support community resiliency and increase the capacity to recover from emergencies and disasters.

RESPECTFULLY SUBMITTED:

3. Durch

Fiona Dercole Director, NSEM



Community Emergency Preparedness Fund

Evacuation Route Planning

2018 Application Form

Please complete and return the application form by **November 30, 2018**. All questions are required to be answered by typing directly in this form. If you have any questions, contact cepf@ubcm.ca or (250) 387-4470.

SECTION 1: Applicant Information	AP (for administrative use only)				
Applicant: City of North Vancouver	Date of Application: May 30, 2019				
Contact Person*: John Chapman	Position: Emergency Planning Officer				
Phone: 778-338-6308	E-mail: jchapman@nsem.info				

* Contact person must be an authorized representative of the applicant.

SE	CTION 2: Project Summary					
1.	Name of the Project: City of North Vancouver Evacuation Route Planning					
2.	Project Cost & Grant Request:					
	Total Project Cost: \$75,000.00 Total Grant Request: \$25,000.00					
	Have you applied for, or received funding for, this project from other sources?					
	Neighbouring municipalities - District of North Vancouver and District of West Vancouver - has applied for the same grant. The intent is for North Shore Emergency Management to manage the project as a regional project totalling \$75,000.					
3.	Project Summary. Provide a summary of your project in 150 words or less.					
	The intent of this project is to create an Evacuation Route Plan to be an appendix to the City of North Vancouver emergency plan, using existing evacuation procedures and incorporating new and revised operational concepts, protocols, software, mapping, and risk assessment data.					
4.	Emergency Plan. Describe the extent to which the proposed project will <u>specifically</u> support recommendations or requirements identified in the local Emergency Plan.					
	Success in this proposal will ensure compliance and current information is available according to Section 5.2 of the municipal emergency plan. Specifically, section 5.2.1 of the the plan states in part, "Depending on the nature of the emergency (e.g., chemical spills, fire, unsafe structures, etc.), the need for evacuation and related evacuation areas may be determined by on-scene personnelThis information will be communicated and/or identified to the Municipal Emergency					

Operations Group and the RCMP having jurisdiction will implement the evacuation with assistance from other agencies."

SECTION 4: Detailed Project Information

5. **Proposed Activities.** What <u>specific</u> activities will be undertaken as part of the proposed project? Please refer to Section 4 of the Program & Application Guide for eligibility.

The existing evacuation plans for the three North Shore municipalities were written in 2010, and contain demographic, routing and evacuee support information which requires update to remain relevant. Ongoing changes to land use patterns and transportation networks, new and refined risk assessments, and new software applications must be considered and incorporated into the emergency plans. this proposal includes a simplified approach to the plan for ease of reference as well as a more generic, less prescriptive and "guideline" approach. The guideline approach will ensure maximum flexibility for application to any identified hazard, will consider multiple modes of transport and will incorporate evolving operational concepts including technically supported notification platforms.

Specific activities to be undertaken include demographic, road network, traffic and transportation analysis; incorporation of NSEM zone concept into evacuation procedures; incorporation of the recently-completed mobile evacuation/damage assessment app and our new common operating picture software; recently completed neighbourhood-level evacuation planning analysis, and updated Hazard, Risk, and Vulnerability Assessment information including earthquake risk assessment (2015), climate change adaptation plan (2013), and sea level rise adaptation planning (ongoing).

6. Rationale. What is the rationale and evidence for undertaking this project? This may include local hazards identified in the Emergency Plan; threat levels identified in Hazard Risk and Vulnerability Analysis, Community Wildfire Protection Plans, and/or Flood Risk Assessments; and previous emergencies where evacuations were ordered.

The North Shore is undergoing a review of hazards and a revised hazard, risk and vulnerability assessment and this plan will support our better understanding of risk. With a growing population, large urban/wildland interface, steep and complex slopes, two major dams, three chemical facilities, a re-refinery and a stretch of Trans-Canada Highway, Port and rail facilities, the North Shore has significant potential for area and sub-regional evacuations.

Since the emergency plan was created in 2010, new and refined risk assessment information has been generated, including neighbourhood-level earthquake information developed in conjunction with NRCan and UBC Earthquake Engineering and climate adaptation planning. Ongoing sea level rise adaptation planning is identifying areas and assets susceptible to flooding. Potential changes to marine transport of fossil fuels through Burrard Inlet may pose new risks to the coastal ecosystems, marine environments, and to community members living and working on or near the water. New evacuation route planning must be undertaken to incorporate new and revised information.

7.	Existing Challenges. How will the proposed project identify and address existing challenges to successful evacuations in the event of emergencies. Refer to Section 6 of the Program and Application Guide.							
	Population increases and transportation changes and challenges, including the recent loss of the North Vancouver Transit Centre are heightened on the North Shore due to bridge dependence, specifically on the crossings to Vancouver. It is anticipated that this revision will address population increases and changes to transportation infrastructure and will consider a more flexible "guidelines" approach to include all hazards, multiple modes of transportation, changing demographics as well as GIS, notification, communication and tracking technologies.							
8.	Large Scale ESS Planning. Describe the extent to which the proposed project will consider large scale emergency social services scenarios.							
	North Shore Emergency Management is working to build disaster resiliency with the three North Shore municipalities and this has included evacuee support and ESS considerations. Part of this strategy includes the establishment of containerized caches of response support supplies strategically located in "zones" across the North Shore. This strategy will allow the population of any of the North Shore's "zones" to be evacuated to another. As these caches and zones are a new concept, new evacuation guidelines must be created to include these locations and the routes and transportation modes to access them.							
9.	Transferability . Describe the extent to which the proposed project may be transferable to other local governments and/or First Nations.							
	With the small adjacent communities of Lions Bay and Bowen Island without commercial accommodation and the North Shore named in ongoing Sea to Sky evacuation planning, there is a potential for the City of North Vancouver to become a key ESS host community. Squamish Nation and Tseil-Waututh Nation are directly adjacent to the North Shore municipalities. While emergency management remain in the Nations' jurisdiction, North Shore ESS, emergency response, and evacuations will often be performed in conjunction with the Nations and the North Shore municipalities. Evacuation route planning will be undertaken in collaboration with the District of North Vancouver and the District of West Vancouver.							
10.	Evaluation. How will the project be evaluated? How will performance measures and/or benchmarks be used to measure outcomes? How will this information be used?							
	On revision, these concepts will be integrated into the City of North Vancouver's training and exercise program for evaluation. Details will be available to neighbouring communities including First Nations in order to support and coordinate emergency planning, evacuation and ESS efforts.							
11.	Additional Information. Please share any other information you think may help support your submission.							
	The City of North Vancouver frequently hosts many non-residents within municipal boundaries, due in large part to the BC Ferry Terminal, the conduit to the Sea to Sky corridor and three ski hills and an array of outdoor activities available.							
	The City of North Vancouver Crisis Communications plan will be reviewed and updated in 2019 and messages associated with public notification for shelter-in-place and evacuation based on this plan upgrade will be incorporated to ensure that all plans complement each other.							

SECTION 5: Required Application Materials

Only complete applications will be considered for funding. The following separate attachments are required to be submitted as part of the application:

- Local government Council or Board resolution, or Treaty First Nation resolution, indicating support for the current proposed activities and willingness to provide overall grant management.
- Detailed budget for each component identified in the application. This must clearly identify the CEPF funding request, applicant contribution, and/or other grant funding.

SECTION 6: Signature

I certify that: (1) to the best of my knowledge, all information is accurate and (2) the area covered by the proposed project is within our local authority's jurisdiction (or appropriate approvals are in place).

Name: John Chapman	Title: Emergency Planning Officer			
Signature:	Date: December 6 2018			
An electronic or original signature is required.				

Submit applications to Local Government Program Services, Union of BC Municipalities

E-mail: cepf@ubcm.ca

Mail: 525 Government Street, Victoria, BC, V8V 0A8

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

REPORT

То:	Mayor Linda Buchanan and Members of Council					
From:	Brian Willock, Manager, Engineering Planning and Design					
Subject:	PETITION FOR LOCAL AREA SERVICE CONSTRUCTION EAST OF 1700 BLOC					
Date:	May 29, 2019	File No: 11-5320-01-0001/2019				

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

RECOMMENDATION:

PURSUANT to the report of the Manager, Engineering Planning and Design, dated May 29, 2019, entitled "Petition for Local Area Service – Paved Lane Construction East of 1700 Block Fell Avenue";

THAT "Local Area Service Parcel Tax Bylaw, 2019, No. 8711" (Paved Lane Construction East of the 1700 Block of Fell Avenue) be considered;

THAT (Funding Appropriation #1928) an amount of \$85,000 be appropriated from the Local Area Service Reserve Fund for the purpose of funding construction of a paved lane east of the 1700 block of Fell Avenue;

THAT should any of the amount remain unexpended as of December 31, 2022, the unexpended balance shall be returned to the credit of the Local Area Service Reserve Fund;

AND THAT a stormwater treatment device be installed on the 17th Street outfall at an estimated cost of \$75,000 funded from Project 55066 – Stormwater Quality Infrastructure.

ATTACHMENTS:

- 1. Certificate of Sufficiency, dated April 29, 2019 (CD#1777633)
- 2. Engineer's Estimate, May 29, 2019 (CD#1776105)
- 3. Location Map: Lane east of 1700 Fell Avenue (CD#1776639)
- 4. Local Area Service Parcel Tax Bylaw, 2019, No. 8711 (CD#1765747)

BACKGROUND:

At the May 13, 2019 Council Meeting, Council considered a report presenting a successful resident petition for a Local Area Service to construct a paved lane east of the 1700 block of Fell Avenue. Council referred the report back to staff to address potential impacts on Mosquito Creek, with an emphasis on reducing hydrocarbons. This report presents Council with a revised approach to construct the lane with a bio-swale to filter hydrocarbons and other contaminants from the surface water draining from the lane, as well as introduction of a storm water treatment device on the existing storm sewer outfall to Mosquito Creek.

DISCUSSION:

The lane is located adjacent to Mosquito Creek Park outside of the riparian setbacks from Mosquito Creek and from a man-made tributary side channel (Fell Creek). The lane is approximately 30 metres from Mosquito Creek and 18 metres from the tributary side channel. To mitigate the environmental impact to the adjacent greenspace and nearby riparian areas, the surface drainage from the new lane will be directed to a bio-swale which will employ vegetation to filter contaminants from the storm water as well as allow infiltration to the ground.

The bio-swale will subsequently drain to the existing storm sewer system where a new storm water treatment device will be installed. This new treatment device will treat the storm water from the entire neighbourhood, not just the new lane. These devices work by hydrodynamically separating oil and sediment from the storm water as well as membrane filtration to remove additional hydrocarbons, phosphorus, nitrogen, and metals.

The existing lane functions as a shared driveway with a dirt and gravel surface which was constructed incrementally over a period of time as adjacent homeowners made changes to provide vehicle access to the rear of their properties. Several of the current owners have been working with staff to explore the opportunities to build coach houses as well as improve vehicle access to the rear of the property.

Staff have completed the Local Area Service process and the following details are presented to Council in accordance with Division 5, Section 212 of the Community Charter. In accordance with Schedule A of Local Area Service Bylaw, 1991, No. 6194, the special charges may be paid in ten annual installments, with interest calculated at 6.0% per annum.

The petitioner was successful in obtaining the required majority needed for the project to proceed. There are seven properties on the east side of this block of Fell Avenue and all seven have signed in favour of the project. The Certificate of Sufficiency is presented in Attachment 1 and the details of the project are presented in the table below.

REPORT: Petition for Local Area Service – Paved Lane Construction East of 1700 Fell Avenue Date: May 29, 2019

Life-time of the work	Ten years
Total estimated cost of the work	\$85,000
The Share of the total cost which will be specially charged against the parcels benefitting from the work, or abutting the work	\$5,375
The City's share is estimated to be:	\$79,625

The work involves the construction of approximately 108 linear metres of paved lane. A detailed Engineer's estimate is included as Attachment 2. Staff will coordinate installation of underground utilities to service future development on this block.

FINANCIAL IMPLICATIONS:

The final 2019-2028 Project Plan approved by Council on April 8, 2019 includes a provision of \$500,000 for Local Area Services. The proposed appropriation falls within this budgeted amount and will leave \$415,000 available in 2019 for other Local Area Service projects. Funding will be provided by the Local Area Service Reserve Fund. Annual maintenance costs for the lane and bio-swale are estimated at \$1,500 and will be funded from the annual program plan.

The estimated capital cost of these stormwater treatment devices is \$75,000 and will be funded from developer contributions collected as cash contributions from various private sites that were unable to provide on-site stormwater source controls. Annual maintenance costs for the stormwater treatment device are estimated at \$1,500 and will be funded from the annual drainage utility program plan.

INTER-DEPARTMENTAL IMPLICATIONS:

Engineering, Parks and Environment will take the lead role for the implementation of this project. Finance will provide support for the financial aspects and the City Clerk will provide support for the administrative aspects of this Local Area Service.

CORPORATE PLAN AND/OR POLICY IMPLICATIONS:

None.

STRATEGIC PLAN IMPLICATIONS:

None.

RESPECTFULLY SUBMITTED:

ill. L

Brian Willock, P.Eng., Manager, Engineering Planning and Design

Certificate of Sufficiency for Local Area Service to Provide a Paved Lane in the Lane East of the 1700 Block Fell Avenue

WHEREAS Ms. Pat Hodgson and others have petitioned Council to undertake a Local Area Service for construction of a paved lane east of the 1700 block Fell Avenue;

AND WHEREAS seven property owners out of a total number of seven properties, representing 100% of the aggregate value of the affected properties, have signed petitions in favour of the proposed construction of a paved lane;

Number of Properties	In Favour of Undertaking	Percentage in Favour	Total Assessed Values*	Value * of Properties in	Percentage of Value* in
				Favour	Favour
7	7	100%	\$10,812,600	\$10,812,600	100%

Property Values from BC Assessment Authority - January 2018

AND WHEREAS the petitions received in support of the proposed lane construction represent at least 50% of the number of properties and more than 50% of the aggregate property value as required in Section 212 of the *Community Charter* for a Petition for Local Area Service;

NOW THEREFORE the undersigned, Karla Graham, City Clerk for the City of North Vancouver, hereby certifies that a sufficient number of petitions for the proposed lane construction were received;

AND THAT "Local Area Service Bylaw No. 8711" may now be considered by Council.

Signed this 30th day of April, 2019

Karla Graham, City Clerk

CONSTRUCTION ESTIMATE FOR ROAD AND SIDEWALKS

PROJECT: LOCATION: LENGTH:	LaneEast o	Lane Paving East of 1700 Fell (Dawson) LaneEast of 1700 Fell (Dawson) 115.0 m.			DATE : ESTIMATE BY Drawing :		2019-0 5-29 C. Miles/ B. Willock Fell-017-R-2019
DESCRIPTION	LENGTH	WIDTH	DEPTH	QUANTI	ТҮ	UNIT COST	TOTAL
Clearing abd Grubbing Tree Pruning and Removal	115.0 m	n. 5.0 m.		575	Sq m	\$15.00 \$500.00	
Excavation	115.0 m 0.0 m 0.0 m	n. 0.0 m.	0.30 m. 0.20 m. 0.20 m.	362 0 0	т	\$15.00 \$15.00 \$15.00	\$0.00
Saw Cutting	10.0 m	n.				\$20.00	\$200.00
Select Fill Sub-Base Base (20mm minus) Bioswale	70.0 m 123.0 m 125.0 m 115.0 m	n. 5.0 m. n. 5.0 m.	0.50 m. 0.30 m. 0.08 m. 0.3 m.	63 332 84 L.S.	T T	\$60.00 \$60.00 \$75.00	\$19,926.00
Asphalt Grinding Paving 20mm (regular) Paving (Hand work) Mobilization	0.0 m 115.0 m 6.0 m	n. 3.0 m.	65 mm 75 mm	59 1 1	T T	\$10.00 \$260.00 \$300.00 \$2,000.00	\$15,217.61 \$352.35
Sidewalk Curb and Gutter Traffic Signs Pavement Markings	0.0 m 6.0 m			2		\$100.00 \$200.00 \$500.00	\$1,200.00

SUB-TOTAL =		\$6 8 ,062.83
CONTINGENCY =	25 %	\$17,015.71
PROJECT ESTIMATE=		\$85,078.54



THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 8711

A Bylaw to authorize the establishment of a local area service for the construction of paved lane east of the 1700 Block of Fell Avenue.

WHEREAS Ms. Pat Hodgson and others have petitioned Council to construct, as a local area service, the work hereinafter described, and the City Clerk has certified that the petition is sufficient and it is expedient to grant this request of the petition in the manner hereinafter provided:

THEREFORE 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 "Local Area Service Parcel Tax Bylaw, 2019, No. 8711" (Paved Lane Construction East of the 1700 Block of Fell Avenue).
- 2. That the service will be the construction of a paved lane, to serve the east side of the 1700 Block of Fell Avenue between East 17th Street and the dead end north, being a total length of 108 meters, as a local area service under the provisions of Division 5 of the *Community Charter*.
- 3. That the City Engineer make such plans, profiles and specifications and furnish such information as may be necessary for the making of a contract for the execution of the work.
- 4. The work shall be carried on and executed by the City under the superintendence and according to the directions and orders of the City Engineer.
- 5. The cost of the work will be recovered as follows:

The owners' portion of the cost of the service shall be \$5,375.43 and will be recovered by a parcel tax to be levied on all properties in the local area over a period of ten years.

Any person whose lot is specially assessed may pay any annual installment of the frontage-tax imposed thereon, at any time before such installment falls due, and the Director of Finance is authorized to make the necessary adjustment in the interest charge in such cases.

READ a first time on the <> day of <>, 2019.

READ a second time on the <> day of <>, 2019.

READ a third time on the <> day of <>, 2019.

ADOPTED on the <> day of <>, 2019.

MAYOR

CITY CLERK





The Corporation of THE CITY OF NORTH VANCOUVER COMMUNITY & PARTNER ENGAGEMENT DEPARTMENT

REPORT

- To: Mayor Linda Buchanan and Members of Council
- From: L. R. Orr, Manager, Business and Community Partnerships
- Subject: PIER 7 RESTAURANT FOOD PRIMARY LIQUOR LICENCE AMENDMENT – APPLICATION FOR EXTENDED HOURS

Date: May 29, 2019

File No: 09-4320-50-0002/2019

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

RECOMMENDATION:

PURSUANT to the report of the Manager, Business and Community Partnerships, dated May 29, 2019, entitled "Pier 7 Restaurant Food Primary Liquor Licence Amendment – Application for Extended Hours":

THAT Council supports the proposed change in hours from 12:00 am to 1:00 am on Friday and Saturday nights for the Food Primary Liquor Licence for Pier 7 Restaurant on the basis that:

- 1. The Pier 7 Restaurant is located within The Shipyards waterfront destination with no adjacent residential uses;
- 2. The impact on the community will be minimal;
- 3. The potential for noise is minimal;
- 4. There were no concerns raised by the public; and
- 5. The proposed changes will not result in the establishment being operated in a manner that is contrary to its primary purpose.

AND THAT staff be directed to apply the following operational conditions to the Pier 7 Business Licence to limit any potential issues with the change in hours:

- 1. Post signage asking patrons to respect neighbours when leaving the restaurant;
- 2. Close the patios at 12:00 am;
- 3. Turn off music on the patios at 11:00 pm.

ATTACHMENTS:

1. Public Input Signage (Document #1787695)

PURPOSE:

This report seeks Council input on a proposal from Pier 7 Restaurant to amend their Food Primary Liquor Licence to allow liquor service until 1:00 am on Fridays and Saturdays.

BACKGROUND:

Pier 7 Restaurant in The Shipyards currently has a Food Primary Liquor Licence that allows them to serve alcohol until 12:00 midnight Monday to Sunday. The restaurant has applied to amend their liquor licence to extend liquor service until 1:00 am on Fridays and Saturdays. Under current liquor licensing regulations this would mean that last call would be at 1:00 am and patrons would be required to finish their drinks by 1:30 am. Further, current legislation requires local governments to gather public input if they wish to comment on proposed changes to service hours on Food Primary Liquor Licenses. The Liquor and Cannabis Regulation Branch requires specific municipal comments on:

- Potential noise impact on nearby residents
- Potential impact on the community if the application is approved
- If the proposed changes will result in the service area being operated in a manner that is contrary to the primary purpose
- The view of residents and the method used to gather views
- The Local Government recommendations (including whether or not the application be approved) and the reasons on which they are based.

Pier 7 Restaurant is located in the heart of The Shipyards waterfront destination adjacent to St. Roch Dock, immediately south of Shipbuilders' Square (building #25 in the photo below). The seating is oriented towards the south, away from residential uses.


There are no adjacent residential uses. The closest residential uses are in the Pinnacle at the Pier Hotel on the north side of The Shipyards. The restaurant has an inside seating capacity of 82 people on the main floor and 52 people on the second floor. Two west facing patios can accommodate 52 people on the main floor and 90 people on the second floor. The second level is used predominantly for special events. The patios close at 12:00 midnight. The author is not aware of the City having received any complaints from the neighbourhood about this restaurant.

The Tap and Barrel Shipyards Restaurant located at the foot of Lonsdale is open until 1:00 am Fridays, Saturdays and holidays and 12:00 am the rest of the week; patios are closed at 11:00 pm. The restaurant and lounge in the Pinnacle at the Pier Hotel are open until 11:00 pm.

INTER-DEPARTMENTAL IMPLICATIONS:

This report has been reviewed by and includes input from the Planning and Development Department and the Manager, Shipyards and Waterfront.

The proposed change in hours is supported by the Manager of Shipyards and Waterfront. The additional hour of operation will allow the Pier 7 Restaurant to match the hours of operation offered by the adjacent Tap & Barrel Restaurant. The additional hour of service proposed for the Pier 7 Restaurant on Fridays and Saturdays will offer patrons another option for late night dining. This will add to the profile of the Shipyard and Waterfront district as the CNVs entertainment and cultural district. The Pier 7 Restaurant's location is removed from residential properties and has good accessibility to parking and transit. It is unlikely that this change will adversely impact residents and result in complaints or conflict.

The Planning and Development Department do not have any concerns with the proposed change in hours and support the report's recommendation.

DISCUSSION:

Signage was posted on Pier 7 Restaurant from May 8th to May 24th to gather public input on the proposed change to liquor service hours (see Attachment #1). Three responses were received in favour of the proposed change and one response was received in opposition (the opposing respondent suggested the hours should be consistent with the Tap and Barrel which they will).

Given the public feedback, the location of the restaurant in The Shipyards and the fact there are no adjacent residential uses, staff do not believe the proposed extended hours for Friday and Saturday nights will negatively impact the neighbourhood. In fact, the Manager of The Shipyards and Waterfront feels the extended hour of service will add to the profile of the Shipyard and Waterfront district as the City's entertainment and cultural district. The proposed changes will also not result in the service area being operated in a manner that is contrary to the primary purpose which is a restaurant.

Although staff support the extended hours and don't anticipate any negative impacts, it would be prudent to include a number of operational conditions to help avoid the potential for negative impacts. These conditions would be placed on the Business Licence. The following conditions are recommended by staff and have been agreed to by the restaurant Manager:

- Post signage asking patrons to respect neighbours when they leave the restaurant;
- Close the patio at 12:00 am; and
- Turn off music on the patio at 11:00 pm.

Options

There are a number of options for Council to consider.

- Approve the proposed hours with conditions Recommended Given the discussion in this report staff support the extended hours but would recommend Council consider applying a number of conditions to improve the chances for positive outcomes. The Restaurant Manager is supportive of these conditions.
- Approve the proposed new hours without conditions Not Recommended Even though staff do not anticipate any negative impact on the neighbourhood with the proposed changes, staff believe it would be prudent to include some operational conditions as noted in option one.

3. Deny the proposed hours - Not Recommended

Staff does not support this option given the discussion in this report. However, if Council has concerns about the proposed new hours a potential motion could be:

THAT Council does not support the proposed extended hours for the Pier 7 Restaurant for the following reasons:

- •
- •
- •

FINANCIAL IMPLICATIONS:

There are no financial implications resulting from this report.

POLICY IMPLICATIONS:

The long-standing vision approved by Council for The Shipyards is a waterfront destination and gathering place for people with a mix of retail, restaurants, accommodation (hotel and residential) and events. The proposed longer serving hours is consistent with the vision for The Shipyards as a destination and would help support the restaurant business financially.

RESPECTFULLY SUBMITTED:

Manager, Business and Community Partnerships

Attachments

LO/jb

Public Input Opportunity Proposed Extended Hours of Operation Pier 7 Restaurant

Pier 7 Restaurant is proposing extended hours of operation from 12am to 1am on Friday and Saturday nights.

The City of North Vancouver is seeking public input as part of this proposed change to their *Food Primary Liquor Licence*.

Please submit your comments to devel@cnv.org by 4pm on Friday, May 24, 2019.



For further information contact Larry Orr Manager – Business & Community Partnerships lorr@cnv.org / 604 982 3913

Cloverley Traffic Calming Plan

Presented June 10th, 2019 Planning & Development





Today's Presentation

- 1. Project Objective
- 2. Project Timeline
- 3. Monitoring Program Outcomes
- 4. March 2019 Survey Results
- 5. Recommendation







Project Objective

Enhance safety and livability of the Cloverley neighbourhood by reducing volumes and speeds of traffic using local roads as a cut-through, while maintaining adequate access for local residents.

(September 2016)







Project Timeline

	Traffic Management Pla Development	n Phase 1	Final Phase	Input Period	Project Conclusion
Feedback	2016-2017	2017	2018	Winter 2019	
Implementation		Summer 2017	Summer 2018		Summer 2019
Data Collection	Spring 2016 Spring 2017	Fall 2017	Summer 2018 Fall 2018		Fall 2021
Reporting		Spring 2018	Winter 2019	Spring 2019	Fall 2021





FINAL CLOVERLEY TRAFFIC CALMING PLAN (AS IMPLEMENTED - SUMMER 2018)

Final Phase





Monitoring Program Outcomes

- Shortcutting volumes unchanged, new routes established;
- Measured speeds within signed speed limit;
- Lane handling increased volumes.







Incident Weekday Hourly Volumes







Observed Vehicle Speeds



Note: Speed Limit is 50km/h except through playground zones





March 2019 Survey Themes

- Satisfaction with measures
- Perception of safety
- Support for further access restrictions
- Willingness to wait





March 2019 Survey - Details

Outreach:

- mailed to 444 addresses
- available online

Response rate:

40% (178 valid responses received)



Community Satisfaction - Measures





Perception of Safety (through speed)



Neighbourhood

Street

Lane



Support for Further Access Restrictions





Further Access Restriction Preference to maintain or remove existing measures





Willingness to Wait



Prefer to wait for Effects of other Projects



Evaluation Criteria









Scenario Evaluation

- 1. Remove measures
- 2. Introduce further access restrictions
- Maintain existing measures and adjust to address safety concerns





1 – Remove measures



2 – Introduce further access restrictions





3 – Maintain existing measures and adjust to address safety concerns



DATA

- Measures addressed shortcutting on 4th
- Impacts on 5th and 6th

STAFF INPUT

- As per Scenario 1, risk of resumed shortcutting if removed
- Mitigation will continue as originally intended
- Some adjustments needed to address safety concerns







CLOVERLEY TRAFFIC CALMING PLAN Recommended Additions to Existing Plan

Recommended Additions





Recommendation Summary

- 1. Conclude the Cloverley traffic calming plan by retaining the existing measures and adjusting in response to public input;
- 2. Monitor the conditions after implementation of the traffic management measures west of Queensbury Avenue and the completion and full operation of the Lower Lynn Interchanges currently scheduled for Fall 2021;
- 3. Report back to Council with the results of the monitoring program when the Lower Lynn Interchanges work is complete and has been in full operation long enough to reflect new travel patterns and improvements.







Project Website: www.cnv.org/Cloverley

Options proposed by community residents



1. Access for Residents Only

• Administering discretionary use of public roads is not feasible

2. Dedicated Enforcement

- Dedicated enforcement does not have lasting benefits
- Resources prioritized based on the overall community needs

3. Close Access to Keith Road

• Not supported but the community as a whole as it would compromise access and connectivity for some residents







The Corporation of THE CITY OF NORTH VANCOUVER PLANNING DEPARTMENT

REPORT

To: Mayor Linda Buchanan and Members of Council

From: Liliana Vargas, Transportation Engineer

Subject: CLOVERLEY TRAFFIC CALMING PLAN

Date: May 29, 2019

File No: 11-5460-30-0008/1

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

RECOMMENDATION:

PURSUANT to the report of the Transportation Engineer, dated May 29, 2019, entitled "Cloverley Traffic Calming Plan":

THAT Council endorse staff's approach to conclude the Cloverley traffic calming plan by retaining the existing measures and adjusting the plan in response to public input;

THAT Council direct staff to monitor traffic conditions after implementation of the traffic management measures west of Queensbury Avenue and the completion and full operation of the Lower Lynn Interchanges currently scheduled for completion in Fall 2021;

AND THAT Council direct staff to report back to Council with the results of the monitoring program when the Lower Lynn Interchanges work is complete and has been in full operation long enough to reflect new travel patterns and improvements.

ATTACHMENTS:

- 1. Information Report dated April 19, 2018 entitled "Final Cloverley Neighbourhood Traffic Management Plan and Implement Update" (doc <u>#1645495</u>)
- 2. Analysis of Options Proposed by Community Residents (doc #1785247)
- 3. Final Cloverley Traffic Calming Plan As Implemented (doc #1778564)

- 4. Data Collection and Results (doc #1783526)
- 5. Recommended Scenario: Proposed Adjustments to the Existing Measures (doc <u>#1786650</u>)

PURPOSE:

The purpose of this report is to summarize and conclude the 2016 Traffic Calming Plan for the Cloverley neighbourhood. The report also includes results of the monitoring program and the March 2019 public survey. The report concludes with key observations and lessons learned from the Cloverley process to be applied to traffic calming projects going forward in the City of North Vancouver.

BACKGROUND:

The traffic calming plan area for Cloverley, as illustrated in Figure 1, experiences increased traffic volumes due to eastbound shortcutting by those looking to queue jump along Keith and from 3rd Street east. Shortcutting is closely related to heavy volume or 'incident' days when there are accidents on Highway 1 or at either one of the Burrard Inlet bridges, resulting in significant delays for eastbound traffic.

A traffic calming plan, such as the initiative in Cloverley, would typically mitigate, but not eliminate, issues of shortcutting volume and speed through a neighbourhood. The transportation network works as a system and interventions in one area will not alleviate the root causes of congestion on the North Shore. Nevertheless, the City launched a traffic calming process in 2016 to help address the impacts of shortcutting while also meeting resident needs for neighbourhood accessibility.

While the City supports neighbourhoods with traffic calming and local improvement programs, staff are also working to address congestions issues at the City and regional scales through major projects such as the Lower Lynn Interchanges and the Marine-Main B-Line. In combination with localized projects, such as the upcoming traffic calming process for west of Queensbury, and the Spirit Trail along Heywood Street in 2021 traffic calming benefits for the Cloverley neighbourhood can be realized.



Figure 1: Cloverley Traffic Calming Plan Area

Project Objective:

The stated objectives of the 2016 Traffic Calming project were to enhance safety and livability of the Cloverley neighbourhood by reducing volumes and speeds of traffic using local roads for shortcutting, while maintaining adequate access for local residents. Traffic calming plans are mitigation tools and as such, the City set out to help alleviate neighbourhood concerns while not impeding the function of the road network.

Overview:

In 2016, the City launched the traffic calming plan for the Cloverley area in response to concerns raised by residents regarding high volumes of vehicles shortcutting and speeding through the local streets in the area. Fourth Street East of Queensbury Avenue and Heywood Street experienced the largest amount of shortcutting activity due to the geometry of the neighbourhood road network and because their alignment has the greatest benefit for queue jumpers along Keith Road. Figure 2 summarizes the plan process.

	Traffic Management Plan Phase 1 Development		Final Phase	Input Period	Project Conclusion
Feedback	2016-2017	2017	2018	Winter 2019	
Implementation		Summer 2017	Summer 2018		Summer 2019
Data Collection	Spring 2016 Spring 2017	Fall 2017	Summer 2018 Fall 2018		Fall 2021
Reporting		Spring 2018	Winter 2019	Spring 2019	Fall 2021

Figure 2: Cloverley Traffic Calming Project Timeline

Feedback and plan development

In May 2016, the City asked residents to complete a questionnaire to provide initial input on the issues affecting the community. In July 2016, the City hosted a workshop with residents to share data and the input received in May. Attendees worked in groups to develop their traffic management plan ideas for the neighbourhood.

The City held an open house in September 2016 to review the ideas gathered at the July workshop and to present a draft traffic calming plan for the area. The plan was developed based on staff's analyses and feedback received through the questionnaire and workshop. The City extended the input opportunity through a survey in October 2016. Complementary pop-up information sessions took place in February 2017.

Support for the plan was split between residents who wanted the access restrictions and residents who preferred the status quo. In finding middle ground, the plan was revised in 2017 to reflect less restrictions and a phased approach to allow time to monitor the impact of the measures. Instead of managing access with physical barriers such as diverters, the revised plan relied on advisory and regulatory signs including one-way streets, turning restrictions and speed humps and bumps.

During the engagement process, some alternative ideas were proposed to the City for consideration and evaluation. Although these alternatives were not supported technically or implemented, the City continues to field requests for consideration of these options. For information purposes, Attachment 2 includes an evaluation summary of these proposed alternatives.

Implementation

Phase 1 of the plan was implemented in the Spring of 2017 and monitored that Fall. The community was notified by mail that the results of the monitoring program were posted on the website.

The final phase, shown in Attachment 3, was implemented in the Spring of 2018 and monitored in the Fall of 2018. The mountable median on Hendry Avenue and the right-in/right-out island on Sutherland/4th were not installed. Staff required post-implementation data to evaluate the effectiveness of the other measures prior to finalizing these.

Enforcement

The RCMP deployed resources, as feasible, to support enforcement of the plan at the outset and thereafter. However, the plan could not rely on enforcement to be successful.

Monitoring and reporting

As shown in Attachment 4, monitoring included a comprehensive data collection program, observations and input received from the community via email, phone, mail and face-to-face meetings.

Results from the Monitoring Program

Following implementation of Phase 1 in 2017, traffic volumes decreased on 4th Street eastbound and shifted to 5th and 6th Streets. The final phase of measures was implemented in Summer 2018 to address the re-routing, including the conversion of several blocks into one-way streets. As a result, some streets observed decreased traffic volumes, while other streets and lanes experienced increased traffic volumes. Attachment 5 shows the volumes before and after implementation of the plan on a typical day and on an incident day.

In summary, the data collected throughout the project shows that:

- The number of short-cutters has not decreased and instead, a new pattern of neighbourhood shortcutting has been established. Attachment 4 shows the overall eastbound volumes before and after implementation of the plan.
- Speed decreased where speed humps were implemented. The 85th percentile of the measured speeds adhere to the posted speed limit of 50 kilometres per hour (km/h) on streets.
- Vehicle volume and speed on the lanes might have increased because of the measures.

Results were presented to the community at an open house in January 2019. Based on the large attendance to this open house, a second open house took place in March 2019.

Following the input received at these meetings, the City conducted a resident survey to gauge the level of community support for the plan outcomes, satisfaction with current measures, tolerance for further restrictions, and consideration for other projects in the City and on-going Ministry of Transportation (MOTI) works.

March 2019 Resident Survey Results

The survey was mailed to 444 addresses, and was posted online. The City received 174 survey responses and strong participation from the streets most impacted by the plan.

Results of the survey are summarized by themes as follows:

Level of satisfaction:

- 61% of the respondents are not satisfied with the current measures implemented *in the neighbourhood*; 37% are satisfied with the measures.
- 55% are not satisfied with the measures implemented on their street, while 42% are satisfied.
- 56% of the respondents are not satisfied with the measures implemented on their lane, while 25% are satisfied.

Perception of speeding:

- 60% indicated that speed is less of an issue or not an issue *in the neighbourhood* with the current measures in place. 40% feel that speed is more of an issue.
- 55% indicated that speed is less of an issue or not an issue *on their street* with the current measures in place. 41% feel that speed is more of an issue.
- 46% of respondents indicated that speed is more of an issue on their lane with the current measures in place. 47% feel that speed is less of or not an issue.

Willingness to further restrict access in favor of mitigating shortcutting:

- 50% of respondents indicated that they are willing to have access to their place of residence further restricted if it will reduce traffic volumes for the whole neighbourhood.
- 44% are not willing to have access restricted.
- 6% indicated a neutral position.

Maintaining existing measures:

- 58% prefer to keep the existing measures, while 34% would like to see the measures removed.
- 8% indicated a neutral position.

Preference to see the impact of upcoming projects before changing the measures in the neighbourhood:

- 53% prefer to wait and see the impact of completion of the Traffic Management Plan west of Queensbury, Lower Lynn Interchanges and the B-Line prior to making any changes to the measures.
- 37% prefer not to wait and,
- 10% are neutral.

From the survey results, it is concluded that:

- The expected project outcomes have not been met.
- Support or opposition to the measures and further steps is based on the level of benefit or impact at the street level.
- Opinion within the community remains evenly split, consistent with early input on the plan.

DISCUSSION:

In recommending a way forward to conclude the Cloverley traffic calming plan, staff assessed three scenarios to reflect the range of opinions from removing the measures to further restricting access. Each scenario was evaluated based on:

- Results from the monitoring program (data, observations and input);
- · Results from the March 2019 resident survey, and;
- Staff input based on transportation planning and operations principles (including access for emergency services and waste and recycling collection), and anticipated benefits of the upcoming major projects aimed at alleviating congestion.

Scenario 1: Removal of all measures (Not Recommended)

<u>Results from the monitoring program</u>: the data indicates that the measures were effective in reducing the traffic volumes on some streets in the neighbourhood, but not others.

<u>Results from the resident survey:</u> 34% of the residents would like to see the measures removed, compared to 58% that prefer to keep them in place, while 8% were neutral.

Staff input: Removing all the measures at this time may:

- Result in resumed shortcutting on the streets initially impacted by this activity.
- Continued use of the new shortcutting routes that drivers became accustomed to.
- Increased volumes and queuing should traffic calming measures be placed west of Queensbury.

Conclusion: removal of measures is not recommended.

Scenario 2: Maintain existing measures with adjustments to address safety concerns (Recommended)

<u>Results from the monitoring program:</u> the data indicates that the measures were effective in reducing the traffic volumes on some streets but caused increases on 5th and 6th Streets and lanes during incident days. Observed issues on incident days include lack of compliance with one-way regulations, sharp turning movements, and increased usage of the laneways.

Results from the resident survey:

- 58% of the residents would like to keep the measures, compared to 34% that prefer to remove and the 8% that noted a neutral position.
- 53% of respondents prefer to wait and see the impact that completion of the Queensbury West traffic management plan, Lower Lynn Interchanges and the B-Line will have on the transportation network compared to 37% whose preference would be not waiting and 10% who indicated a neutral position.

<u>Staff input:</u> a plan such as the initiative in Cloverley is a mitigation measure rather than a final solution. Staff identified the remaining challenges through monitoring and propose the adjustments shown in Attachment 5. These changes are in response to public input and directed to address safety concerns, particularly for pedestrians and other vulnerable road users, increased volumes in laneways and sharp turning movements.

<u>Conclusion</u>: It **is recommended** to keep the existing measures in place and complement with the proposed adjustments until the traffic calming plan for the community west of Queensbury and other major projects in the area are completed.

This recommendation is in alignment with 58% of the residents that wish to keep the measures in place compared to 34% who asked for removal. Moreover, 53% of residents would rather wait and see the benefits of the upcoming projects compared to 37% who prefer not to wait.

Scenario 3: Introduce physical restrictions (Not Recommended)

<u>Results from the monitoring program:</u> Data shows that on incidents days, traffic volumes increase on 5th and 6th streets and a new shortcutting route is created. There is also evidence of increased usage of lanes to avoid the one-way streets. Traffic volumes are not an issue on typical days.

<u>Results from the resident survey:</u> 50% of respondents indicated that they are willing to have access to their place of residence further restricted if it will reduce traffic volumes for the whole neighbourhood.

- 44% are not willing to have access restricted.
- 6% indicated a neutral position.

<u>Staff input:</u> a traffic calming plan works as a whole system. Access restrictions such as traffic diverters and cul-de-sacs are only effective if implemented on a neighbourhood

wide scale, which require broad community support and consideration of accessibility for emergency and waste and recycling services.

<u>Conclusion:</u> This scenario would introduce restrictive measures that would not only affect access to the community, but also prevent through movement on public roads during typical days. In this scenario, a complete overhaul of the measures in place would also be required. In light of the evenly split support in the community for restrictive measures, the willingness to wait and see the impact of the upcoming projects, and the fact that shortcutting is only an issue on incident days, this approach is **not recommended**.

PROCESS ALIGNMENT WITH POLICIES:

The 2001 CNV Council approved Traffic Calming Policy and the updated 2004 Traffic Calming Program provide guidance on the process for developing and implementing traffic calming measures. As a rule of thumb, development of a traffic calming plan should:

- Involve the community where the plan has been requested;
- Identify and quantify the real problem;
- Consider improvements to the arterial street network first;
- Apply traffic calming measures on a neighbourhood-wide basis, not on a localized, site-by-site basis;
- Use self-enforcing measures that do not require police enforcement to be effective;
- Minimize access restrictions if deemed effective;
- Obtain 50% plus one support from the community. 67% recommended; and
- Monitor conditions after implementation.

These principles were duly applied in the process of preparing and implementing the plan for the community of Cloverley. However:

- A plan that included physically restrictive (self-enforcing) measures to address shortcutting on incident days was modified to minimize the impact on residents' accessibility during typical days;
- The extensive engagement process did not result in community consensus;
- Implementation took place with support of a slight majority to address the shortcutting issue. Unfortunately, support and opposition for the plan was evenly split, neither one reached 67%, and opposition was higher than 20%;
- Quantifiable measures of success or benchmarks were not established. For instance, the desired reduction of traffic volumes on incident days was not set and the daily traffic volume expected on residential streets was not acknowledged; and
- The duration of the process was very lengthy in order to accommodate engagement, phasing and monitoring.
It is recommended that in the future:

- As per the Traffic Calming Policy, traffic calming or access management projects obtain support from 67% of the community prior to implementation. This will minimize the risk of dissatisfaction and extensive timelines.
- Expectations be set about local traffic volumes in urban centres.
- Expectations be set about the level of impact of different types of traffic calming measures.

UPCOMING OPPORTUNITIES:

City Initiatives:

- 1. The upcoming traffic management work for the community west of Queensbury will include evaluation and provision of mitigation measures, as required, to address increased traffic volumes and safety concerns related to shortcutting activity of north shore traffic heading eastbound to Vancouver. Due to the grid configuration of the transportation network it is expected that benefits of this project will extend to the community of Cloverley. Post-implementation monitoring will include key access/egress points to the community of Cloverley. Based on best practice, the process will begin with consultation with residents to ensure that any initiative intended to be moved forward has the support of at least 67% of the community.
- 2. Completion of the Lower Lynn Interchanges will improve operations on the eastbound direction of the Highway. This will result in more drivers choosing to stay on the arterial roads that connect to the highway and less re-routing of eastbound traffic to local roads.
- 3. Development of multi-modal projects such as the Marine-Main B-Line and traffic demand management (TDM) programs such as Go CNV will provide and support choices other than private vehicle to people that live and work in the City of North Vancouver. Additionally, transit priority measures and operations enhancement along the corridor will improve traffic flow on 3rd Street, which will result in more drivers choosing to stay on the arterial roads that connect to the highway and less rerouting of eastbound traffic to the local roads.
- 4. Safety and access management in the City will be further advanced through the upcoming Mobility Strategy.

Cloverley Community

- The recommended adjustments are expected to address the safety issues related to added volume on laneways, speed of turning movements and safety on the cycling routes. Monitoring of the effect will be completed as part of the evaluation for the traffic management plan west of Queensbury and following completion and beginning of full operation of the Lower Lynn Interchanges scheduled for Fall 2021.
- 2. Should funding for a new elementary school at Cloverley be confirmed prior to 2021, the City is committed to re-visiting the temporary measures and working to address conflicts arising with school operations on incident days.

FINANCIAL IMPLICATIONS:

Approximately \$15,000 remain from the two measures that were not implemented as part of the final traffic calming plan. This amount will now be dedicated to making minor adjustments to the existing measures.

CONCLUSION:

The Cloverley Traffic Calming Plan has been implemented, monitored and reviewed through public input. The plan as implemented did not realize the expected results; allocation of the remaining resources is needed to adjust the existing measures to address the issues of safety of vulnerable road users, increased volumes on laneways and sharp turning movements.

Interventions in this neighbourhood alone will not alleviate shortcutting; a system-wide approach will be more effective to addressing operations issues and congestion.

Opportunities for improvement are in the near-term horizon with the upcoming traffic calming work for the community west of Queensbury, completion of the Lower Lynn Interchanges and increased transportation choices for City residents and visitors resulting from the introduction of B-Line service.

RESPECTFULLY SUBMITTED:

Liliana Vargas **/** Transportation Engineer

LV:eb





The Corporation of THE CITY OF NORTH VANCOUVER PLANNING DEPARTMENT

INFORMATION REPORT

То:	Mayor Darrell R. Mussatto and Members of Council	
From:	Liliana Vargas, Transportation Engineer	
SUBJECT:	FINAL CLOVERLEY NEIGHBOURHOOD TRAFFIC MANAGEMENT PLAN AND IMPLEMENTATION UPDATE	
Date:	April 19, 2018	File No: 11-5460-30-0008/1

ATTACHMENTS:

- Cloverley Traffic Calming Plan Phase 1 implemented spring 2017 (Document #1638232)
- 2. Final Cloverley Traffic Calming Plan for implementation (Document #1631382)

PURPOSE:

The purpose of this report is to inform Council about the final traffic calming plan for the Cloverley neighbourhood, anticipated cost and the expected date of implementation.

DISCUSSION:

In 2016, the City started a traffic management study for the Cloverley area in response to concerns raised by residents regarding the high volume of vehicles shortcutting and speeding through the local streets in the area. The objective was to develop a plan that would work for the neighbourhood as a whole (i.e., original plan).

During consultation, several public sessions were held, and in general, the neighbourhood was split between some residents supporting a plan with more restrictive traffic calming measures, while some residents preferred status quo.

Based on the comments received, staff developed a phased approach to implementation of the measures:

- Phase 1 of the plan (Attachment 1) was developed for implementation with the commitment to monitor the traffic pattern changes resulting from the upgrades to Keith Road bridge and the Mountain Highway Interchange. The goal was to identify what adjustments would be required to the original plan.
- An overall plan that could be introduced depending on the effectiveness of the measures implemented in Phase 1.

Phase 1 of the plan was implemented in the spring/summer of 2017, and monitoring took place between September and November, 2017. The resident feedback, findings and the results are summarized below:

Feedback from residents

Residents communicated with the City to provide observations and feedback as follows:

- Reports of increased traffic volumes on 5th, 6th and 7th Streets.
- · Speed humps are not effective in reducing speeds.
- Signage is not respected by drivers, particularly when there are incidents on the Second Narrows Bridge. The more frequent report was about northbound drivers on Queensbury turning right onto 5th Street eastbound.
- Lack of enforcement.
- Increased traffic volumes on lanes.
- Travel distance and time increased for some of the residents on blocks where measures were implemented.
- Some residents reported that safety on the blocks had decreased for them, their children and pets as traffic volumes and speeds increased.
- Some residents were satisfied with the impact that the measures had on their blocks and asked for further refinements. This included some residents from 4th Street.
- Concerns that regulatory signage applied to short-cutters and residents alike.
- Concerns that the data collected was not sufficient to reflect the conditions in the neighbourhood.

Data Collection Key Findings

- The data showed that traffic volumes on 4th Street eastbound decreased. Conversely, eastbound traffic volumes on 5th, 6th and 7th Streets east of Queensbury increased during the pm peak hour. Volumes also increased on the 600 block of both 5th and 6th Streets (west of Queensbury).
- Overall, speeds decreased where speed humps were implemented. Measured speeds were below the posted speed limit of 50 kilometres per hour (kph).

Additional information

- The RCMP deployed resources at the outset of the initiative and thereafter to
 educate the drivers who frequently use the neighbourhood as a shortcut. RCMP
 attended several times, as resources permitted.
- Traffic violations were more notable on 4th and 5th Streets. Violations increased when there were incidents on the Second Narrows Bridge.
- Some residents living in the neighbourhood received tickets when turning right onto 5th Street during the restricted hours.
- It was noted that the highest impact to the neighbourhood was related to the westward queues on 3rd Street.
- Incidents on the Second Narrows Bridge resulted in westward queues on 3rd Street and Keith Road.

From the observations and data analysis, it was concluded that:

- Eastbound traffic volumes decreased on 4th Street, and increased on 5th, 6th and 7th Streets.
- Increases in traffic volumes within the Cloverley neighbourhood are closely related to incidents on the Second Narrows Bridge and westward queues on 3rd Street.
- Typically, when westward queues on 3rd Street pass Queensbury, eastbound drivers on 3rd Street detour through the neighbourhood to find a way to Keith Road.
- Drivers, particularly short-cutters, ignore signage when frustrated by long queues and congestion.
- Speed humps effectively reduced vehicle speeds.
- Implementation of physically restrictive measures is the most effective way to discourage non-residents from using neighbourhood streets and encourage them to stay on the arterial roads.
- Restrictive measures impact the travel time and the trip length of the Cloverley neighbourhood residents.
- Enforcement educates drivers, but is resource intensive and not practical to deploy on a permanent basis.

Council received an update of the results of the monitoring program in the report dated February 14, 2018.

The results of the monitoring program including feedback received from the public, the data, observations and the measures included in the original plan were used as the basis for the final plan.

Final Plan

The final plan, shown in Attachment 2, includes measures that deter short-cutters from using the local streets, protect accessibility for residents and emergency services and counter the effects that measures on some streets may have on others.

Measures implemented through Phase 1 will remain with the exception of the northbound right-turn restriction from Queensbury onto 5th Street. A considerable number of drivers chose to ignore the no right-turn restriction between 3-6 pm from Queensbury onto 5th Street. In contrast, the conversion of the 700 block of 4th Street to one-way westbound and the no-entry sign was effective in reducing the amount of traffic attempting to use this road to avoid congestion on 3rd Street. Based on the results observed from Phase 1 of the plan, a different measure is recommended for 5th Street.

Table 1 outlines each new measure and its correspondent rationale.

	Treatment	Rationale
1.	Extension of the conversion of 4 th Street to one-way westbound to Hendry Avenue (800 block)	To prevent short-cutters to meander through 5 th Street, and trying to find their way east. Violations to this restriction were observed, despite the no-entry sign. A right-in, right-out diverter at Sutherland and 4 th will reinforce the change. Emergency vehicles exempt.
2.	Additional speed humps on the lane between 4 th and 5 th Streets.	To discourage non-local traffic from using the lane.
3.	Conversion of the 800 block of 5 th Street to one-way westbound	To discourage short-cutters from using 5 th Street as a direct link between the communities west of Queensbury and Brooksbank in lieu of 4 th Street, while protecting access for residents of the block. Emergency vehicles exempt.
4.	Conversion of the 700 block of 6 th Street to one-way westbound	To discourage short-cutters from using 6 th Street as a direct link between the communities west of Queensbury and Brooksbank in lieu of 4 th and 5 th Streets, while protecting access for residents of the block. Emergency vehicles exempt.
5.	Replacement of the four-way stop at Sutherland Avenue/6 th Street with a two-way stop.	The four-way stop will no longer be needed due to the change in direction of the 700 block of 6 th Street.
6.	Mountable median island on Hendry Avenue	To discourage short-cutters from using E 6 th Street and the adjacent lane.
7.	Conversion of the 800 block of 7 th Street to one-way westbound	To discourage short-cutters from using 7 th Street as a direct link between the communities west of Queensbury and Brooksbank in lieu of 4 th , 5 th and 6th Streets, while protecting access for residents of the block. Emergency vehicles exempt.
8.	Additional speed humps on the lane between 7 th and Keith Road	To discourage non-local traffic from using the lane.
9.	Improved playground signage, supported with additional speed humps surrounding Cloverley Park	To protect residents while emphasizing the mandatory speed limit at 30 km/h zones during day time.

Table 1. Summary of Measures

Conversion of the 800 block 5th Street, 700 block 6th Street and 800 block 7th Street to one-way will be completed with signage. Emergency vehicles are exempt. If compliance concerns arise, the measures can be supplemented with permanent corner bulges at an estimated cost of \$75,000. If it becomes required, staff will report to Council and additional funding will be requested through future project plans.

From the outset of the project, the input from the community has been divided between those that were closely affected by the shortcutting and those who were not impacted by additional traffic within the neighbourhood. Residents of the 700 and 800 Blocks of East 4th Street at the time experienced significant traffic volumes. Implementation of Phase 1 of the plan has solved the shortcutting on 4th Street and Heywood. However, as anticipated, due to limited number of restrictive measures, the shortcutting has moved to 5th and 6th Streets.

If the traffic calming measures of Phase 1 are removed, then shortcutting on 4th and Heywood will resume. If the measures remain, 5th and 6th Streets will bear the load of the cut-through traffic diverted from 3rd Street to Keith Road.

In staff opinion, the final plan included in Attachment 2 will address the most short-cutting concerns in the Cloverley neighbourhood. Based on the comments received during monitoring, staff expects that the plan will be welcomed by some members of the community, while unpopular with others whose access to the neighbourhood will become more restricted.

RELATED PROJECTS:

Funding for the St David's to Queensbury neighbourhood shortcutting preventing measures was approved in the 2018-2027 Project Plan for 2018. The requested funding was anticipated for measures west of Queensbury, and also to provide additional funding to complete the measures in the Cloverley neighbourhood. Considering the significant staff time and effort put into the Cloverley neighbourhood, staff anticipates that additional funding will be required to complete measures in the St David's to Queensbury neighbourhood. If needed, additional funding request will be included in the 2019-2028 Project Plan.

Considering that completion of the traffic calming measures in the community of Cloverley is anticipated to take place in spring 2018, and that the Mountain Highway Interchange is scheduled for opening in the fall 2018, staff plans to proceed with the St David's to Queensbury neighbourhood in fall of this year. Both projects could influence the traffic patterns in the area west of Queensbury, as such data collection and observations will take place in the spring 2019.

FINANCIAL IMPLICATIONS

Council approved \$150,000 in 2016 for Traffic Calming in Cloverley, to start the study, consult with the community, develop a plan and implement measures. The City received a \$10,000 grant from ICBC, bringing the total funding to \$160,000. To date, \$130,000 have been spent on consultation, temporary staff working on this project, implementation and monitoring of Phase 1 measures. The estimated cost to complete the project is \$190,000. The balance of \$60,000 to complete the project will be funded with the remaining funds and additional \$30,000 will be drawn from the recently approved St David's to Queensbury shortcutting preventing measures project.

NEXT STEPS:

The final plan will be posted on the City's website and notices will be sent to residents advising on the final plan and the date for implementation. Implementation is planned for summer 2018.

RESPECTFULLY SUBMITTED:

Liliana Vargas, M.Eng., P.Eng. Transportation Engineer

LV:eb:rf

Attachment 2 - ANALYSIS OF OPTIONS PROPOSED BY COMMUNITY RESIDENTS

Throughout the project, CNV received suggestions of options to stop shortcutting in the neighbourhood. Staff analysed the options and their feasibility based on their technical merits, benefits and overall support and included some in the plan. Other suggestions were not included. Commentary as follows:

Traffic Calming

Traffic circles, road diets and speed humps/bumps

- **Function:** slow down vehicle speeds by way of introducing vertical and horizontal deflection. It may deter drivers from using the 'calmed' route in favor of a faster one (i.e., arterial), but does not restrict access to a neighbourhood.
- **Considerations:** these physical measures are effective in slowing down vehicles at intersections and roads. Measures such as road diets (e.g., narrow the road width by marking parking or adding separate bike lanes) are effective at signaling to drivers that they are travelling through a slow environment.
- **Community Support:** throughout the engagement process, the community expressed support of some forms of traffic calming measures, mostly speed humps/bumps. Previous calming plans in this neighbourhood were revised to remove proposed traffic circles, due to a lack of community support.

Decision: limit traffic calming measures to speed humps and bumps.

Sign-based Access Restrictions

Turn restrictions during peaks hours, and one-way restrictions

- **Function:** restrict access and turns to and from an area during peak hours. It can be effective in reducing traffic volumes in the direction of concern.
- **Considerations:** it is an enforceable regulatory sign-based system. However, motorists may disobey the signs, particularly when volumes are low on the streets in question. Restricting one direction of travel on streets that are part of a grid network can result in traffic diversion to other streets or lanes and increased travel times for others. Re-routing impacts delivery of municipal services, including garbage and snow plowing.
- Community Support: the one-way street system was supported by residents of streets that were impacted by the initial shortcutting and by some residents of streets that would experience quieter streets. Residents who anticipated increased travel time or increased volumes did not support the one-way system. Other measures such as prohibiting right-turns permanently or hourly onto Keith Road from roads such as Cloverley, Shavington and Heywood were not supported by residents of those streets but supported by residents who could get access to Keith from Queensbury, Hendry and Sutherland.

Decision: introduce the one-way system, monitor traffic volumes, evaluate impact and adjust.

Physical Access Restrictions

Road closures, traffic diverters, devices to allow passing of servicing vehicles only.

- **Function:** prevent motor vehicle traffic from using a road, or redirect traffic to other routes.
- **Considerations:** a permanent closure (i.e., cul-de-sac or diverter) is the most effective way to manage traffic volumes. However, it does not differentiate between shortcutters, residents or emergency services and is in effect on typical and incident days. Removal of a permanent structure is disruptive and can result in wasted resources.
- **Community Support:** permanent access restrictions did not have full support of the community because of its impact on travel times for some.

Decision: implement a sign-based plan to maintain nearly uninterrupted access for residents while allowing trial and evaluation of the measures.

Other suggestions such as exclusive access for residents and dedicated enforcement are discussed below:

Access for Residents Only

Permits/stickers, gates, identification checks

- **Intent:** restrict non-residents from entering the neighbourhood, particularly during specific hours or during incidents without affecting accessibility for residents.
- **Considerations:** It is not possible to limit access to public roads on a discretionary basis.

Dedicated Enforcement

Immediate police presence on incident days, City Bylaws officers enforcing traffic violations

- **Function:** use enforcement resources on a permanent or on-call basis to encourage obedience of regulatory signage where installed.
- **Considerations:** need for permanent enforcement implies that the restrictions are not effective and that motorists will violate the rules once police officers are not in sight. The enforcing agency has limited resources and has to prioritize deployment based on the needs of the overall community.

<u>Use of App-based Navigation as a way to detour short-cutters</u> *Google Maps, Waze.*

- **Function:** collaborate with providers of navigation apps to avoid routing options through local network, and to ensure that current traffic restrictions are updated.
- **Considerations:** regular shortcutters are familiar with the area and may not be swayed by app suggestions. For instance, shortcutters may use the lanes to avoid a road closure or a restricted turn. City staff have contacted navigation app providers to advise of changes to traffic patterns in the area.



FINAL CLOVERLEY TRAFFIC CALMING PLAN (AS IMPLEMENTED - SUMMER 2018)



E 6th St and adjacent lane as cut-through route. Access maintained for emergency vehicles.





Data Collection Program Map



Volumes before and after implementation of the measures



2016/2017 Traffic Data Summary (Before Plan Implementation)





(After Plan Implementation)

Eastbound Traffic Volumes





CLOVERLEY TRAFFIC CALMING PLAN Recommended Additions to Existing Plan



Integrated Planning Strategy

Presented June 2019 Planning & Development



A Simplified Plan Structure





Strategy Outcomes



Community Well-Being



Environmental



Mobility



Implementation Toolbox





Strategy Outcomes



Community Well-Being

- Social Equity and Social Infrastructure
- Diversity and Inclusion
- Community Resilience
- Social connectivity
- Health and Prosperity

Environmental

- De-Carbonization target response
- Step Code transition plan
- Natural Areas & Ecosystems
- Urban Agriculture
- Corporate Practices

Mobility

- Lonsdale high street vision
- Corridor plans & transit integration
- Goods movement
- Curbside management
- New Mobility

Implementation Toolbox

- New Zoning Bylaw
- Street character design guidelines
- Transportation Demand Management
- Health Equity Frameworks
- Climate literacy
- Monitoring and Funding Strategies



Process Initiation







Thank you.







The Corporation of THE CITY OF NORTH VANCOUVER PLANNING & DEVELOPMENT DEPARTMENT

REPORT

To: Mayor Linda Buchanan and Members of Council

From: Sean Galloway, Manager, Planning and Development Jennifer Draper, Deputy Director, Planning and Development

Subject: INTEGRATED PLANNING STRATEGY

Date: May 29, 2019

File No: 13-6430-01-0001/2019

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

RECOMMENDATION:

PURSUANT to the report of the Manager, Planning and Deputy Director, Planning and Development, dated May 29, 2019, entitled "Integrated Planning Strategy":

THAT the report of the Manager, Planning and Deputy Director, Planning and Development, dated May 29, 2019, entitled "Integrated Planning Strategy", be received for information.

ATTACHMENTS:

1. Integrated Planning Strategy - External Plans (Doc #1753581)

PURPOSE

This Council report presents an approach for the concurrent delivery of four major pieces of policy to advance Council's strategic goals by developing action-oriented strategies for wellbeing, mobility, city design and environmental sustainability. Timelines with key milestones are provided, including a proposed joint engagement strategy that is envisioned to inclusively bring together residents in innovative ways and deliver policies with strong community input.

This report signals that a Request for Proposals will be issued shortly and that project initiation work, including consultation with City advisory committees, the community and stakeholders will be underway this fall.

BACKGROUND

The City of North Vancouver's guiding policy document, the Official Community Plan, was completed in 2014, and is the most contemporary piece of major policy amongst our many approved policies, plans and regulations. The relatively new OCP provides an overarching direction; however there are many dated plans (see Attachment #1 - Current Plans) that require updating and contribute to a complex environment of development review. This includes over 40 plans, policies and bylaws being commonly referenced in the development review process and City practices. As to be expected, the policy framework is difficult to understand for applicants, stakeholders and decision-makers. Furthermore, it contributes to a culture of regulatory review that is challenged by increasingly complex land use, transportation, environment and social contexts. It is well understood that these elements are interconnected and must be reflected in a clear and targeted policy framework.

Given these challenges, staff are proposing the concurrent preparation of four major strategies to consolidate current policies. It will also increase clarity, helping the City of North Vancouver achieve its corporate strategic goal of becoming Canadas' Healthiest Small City. The four policy directions are:

- 1. Community Well-being
- 2. Mobility
- 3. City Design
- 4. Environment

Within these four policy strategies there are a number of bylaws that will be affected and/or altered to conform to any new policies. These by-laws and master plans include, but are not limited to:

- Zoning Bylaw
- Subdivision and Development Control Bylaw
- Sign Bylaw
- Streets and Traffic Bylaw
- Parks Master Plan
- Development Procedures Bylaw

Strategic Plan

Council is preparing a Strategic Plan to provide focus and direction over their term. Though the Plan has not been formerly adopted, significant work has been undertaken. As proposed, the vision is *The Healthiest Small City in the World*. This statement is supplemented by discussions related to goals for the City, which focus on areas of mobility, vibrancy, the environment, inclusivity and prosperity.

The Integrated Planning Strategy has been organized such that it delivers substantially on the Strategic Plan. The focus areas of mobility, environment and inclusivity will be addressed by the actions of the Mobility, Environmental and Community Well-Being strategies. Actions and outputs from the City Design Strategy will implement key goals from each of the focus areas, but especially from vibrancy and prosperity.

DISCUSSION

The four policy strategies will be prepared over the next two years and key elements of each are discussed below. A timeline is presented at the end of the discussion to show the relationships between the plans and the combined engagement timeframes. These strategies are intended to consolidate the many existing policies and plans used today by the City. Undertaking this work over the next two years, in a concurrent manner, will allow these very diverse topic areas to be prepared in an integrated approach. The project goals are to ensure that the new strategies will be:

- 1. Written in plain language;
- 2. Easy to navigate;
- 3. Have a clear and innovative approach;
- 4. Are action oriented;
- 5. Are graphically appealing.

Work has been initiated on branding of the program and a brand strategy will be released ahead of the initial engagement.

The outcomes of these strategies are for a 5-10 year time horizon and will be a combination of policy direction (to further supplement the Official Community Plan) and action items resulting from those policies. Each of the four strategies is described below:

Community Well-being

Community well-being is an increasingly important factor in the overall quality of life in the City. This is a broad area of work and the policy strategy will include the topic areas identified below:

- Healthy City framework;
- Child care and early child development;
- Social infrastructure and facilities;
- Community Grants and Core Funding;
- Affordability and homelessness;
- Mental and physical health;
- Supporting education and training;
- Poverty reduction and equity;
- Food security;
- Immigrant inclusion and settlement;
- Strategies and design for all ages and abilities (e.g. mobility, age, dementia);
- Youth inclusion (CNV4ME);
- Reconciliation;
- Prosperity; and,
- Arts and Culture.

To date, a significant amount of engagement and background analysis has been conducted. There is still further work to be undertaken in this regard. Next steps include producing an overall policy strategy that includes actions for the above topic areas. Once completed, further engagement will need to be undertaken with service agencies and community groups across the City of North Vancouver. Additionally, a grant request is currently under review by the Union of BC Municipalities for funds related to Child Care policies and their alignment with Provincial programs.

Of the four major strategy areas noted in this report, the policy and actions within this strategy form the guiding focus for the work that will be undertaken within the other three areas. Community well-being focuses on health and overall quality of life. By building criteria that help to form the basis for other policies within mobility, design and the environment, it will ensure that we continue to create and maintain a city that is vibrant and a great place to be.

Mobility

The City's ability to create mobility choices and improve the experience by which people and goods move around directly contributes to our livability. Having a multi-modal network enables people to meet their day-to-day needs in more affordable and reliable ways, while also staying active and socially connected. The OCP prioritizes active forms of transportation over single occupant vehicle use; however, more target-based outcomes are needed to deliver an inclusive and equitable transportation network. These targets must reflect not only the context of the City, but also the region.

Since 2008, when the City's last Long-Range Transportation Plan was approved, the regional planning and investment contexts have changed dramatically with the introduction of TransLink's Mayor's Council and the 10-year Vision for investment in transportation for the region. While the Mayor's Council 10-Year Vision is delivering improvements in bus and SeaBus service to the North Shore, these investments alone are insufficient to address transportation challenges that come from being a growing, dense and compact urban community with a geographically constrained road network. Through the INSTPP process, the City has been able to strategically highlight key issues and grow support for undertaking the necessary studies and actions to progress priority actions; however, in the absence of a mobility strategy, advancing these actions will prove challenging.

The mobility strategy is envisioned to deliver policy direction through strategies and actions in the following major topic areas:

- Integrating the City's first Safe Mobility Strategy;
- Growing walking, cycling, transit, and shared mobility mode share;
- Relating improved street design and the creation of street character to mobility goals;
- Creating parking and curbside management strategies that improve access for all;
- Leveraging a more comprehensive toolkit of transportation demand management tools;
- Delivering on policy for the safe and thoughtful integration of new mobility services;
- Adapting and planning for the future of goods movement in an increasingly urban setting; and
- Introducing a strategic data management strategy.

In effect, the new long-range mobility strategy will deliver guidance for our increasingly multi-modal environment while setting the stage for strengthened key agency partnerships and leveraging long-term investment for the benefit of all people moving throughout our network.

Additionally, to support the upcoming Mobility Plan, the Walk CNV pedestrian plan has been reshaped into a 'framework' document. This graphically focused framework will detail the benefits and current state of walking in the City before highlighting actions the City can take to increase the safety and comfort of walking. The actions range from new projects and policies, improvements to infrastructure and building design, expanded outreach and education programs to strategic collaboration with stakeholders. The framework will conclude with an Interim Implementation Strategy to guide the prioritization and delivery of near-term actions. Through the development of the Mobility, Design, Community Well-Being and Environmental Strategies, the remainder of the pedestrian plan work will be delivered, alongside longer-term actions and will become the pedestrian chapter of the Mobility Strategy. The Walk CNV framework and interim implementation strategy will be brought before council for consideration later this spring.

City Design

The design of the City has an important impact on mobility, health, well-being and the environment. Further policies are needed to assist with urban design and its effects on development within the City. The OCP has identified areas where design guidelines are to be prepared. Private development is also significantly impacted by the design and investment within the public realm. As such, it will be important that the City's streets are classified by linking the land use (or street character) with the mobility function. Coupled with the community well-being policies, the street classification system will form the foundation for the City design policies and the Zoning Bylaw. Public streets are the largest open space network within any city and the design of these spaces directly impacts the quality of the private realm. Through the City Design Strategy each street will be categorised within the City by character. In doing so, this will help to inform the design parameters of each.

As the street categories are established, it will provide the foundation for the preparation of a new zoning code. Zoning codes over the previous decades have been largely focussed on land use. However, as cities move to promoting a greater mixing of uses this focus on land use has become less relevant and a greater focus is now needed on building form and design. From an urban design perspective, it has become more important to focus on the "frontage" or the interface between the built form and the public realm; and the adaptability of the building over time to adjust to different economic demands and desires.

Beyond the above stated need to review our Zoning Bylaw to better reflect desired building types, our present Bylaw has over 780 zones and its administration has become extraordinarily complex. The OCP has also identified areas within the City that require further refinement of the design policies and guidelines that are applicable to them. Additionally, this document is also a communications touch point with the community. Presently, it sends a message that is overly complex and bureaucratic. Though the Zoning By-law needs to convey the regulations for properties, it also needs to positively promote the City.

The City Design Strategy will focus on the following areas:

- Street character and classification;
- Lonsdale main street (Great Streets);
- Incorporate changing trends in land use (i.e. industrial, office, retail);
- Integration of land use and mobility;
- Public realm design;
- Simplification of zoning regulations;
- The interface between private and public realms; and
- Design quality and adaptability of buildings.

Overall, this strategy will look to provide enhanced policies on urban design and re-write the zoning bylaw. This re-write will include the consolidation of elements in the Sign By-law and the Subdivision and Construction By-law, along with the Sustainable Development Guidelines, Adaptable Design Guidelines, Active Design Guidelines and the Housing Action Plan. In addition to this work, the re-write will look to include new items such as street animation (that forms part of character) and better design. In focusing on these items it will ensure that we continue to improve the quality of our City, which will assist CNV in promoting itself economically and as a great place to be.

Environment

Environmental sustainability is a fundamental part of the City's core values, policies and programs. The OCP provides direction to develop resilient and adaptable local solutions to global issues, including meeting targets for greenhouse gas (GHG) reduction to mitigate and adapt to the effects of climate change. The City's Community Energy and Emissions Plan (CEEP) and Corporate Climate Action Plans were approved in 2010, and the City has demonstrated strong leadership and ingenuity in making progress towards its previous targets of: 15% reduction in community emissions below 2007 levels by 2020 and 25% reduction in corporate emissions by 2020.

The world is now seeing accelerated rates of climate change impacts. In 2018 the Intergovernmental Panel on Climate Change (IPCC) stated that GHG emissions must reach net zero by 2050 to avoid severe climate impacts. To leverage this momentum in the movement towards a zero carbon future, City Council has established ambitious new GHG reduction targets of 80% below 2007 levels by 2040 and net zero or 100% emissions reductions by 2050.

Through the work proposed, the City will be incorporating these new targets and exploring progressive avenues for substantial emissions reductions, the foundation of which will be the Environment Strategy. Environmental sustainability in the City means ensuring sustainable growth within our compact, urbanized form, while managing resource consumption to ensure a resilient future. Many actions that aim to sustain resources and build resiliency, such as increasing energy efficiency in homes, encouraging zero emissions transportation and building local food security, also strengthen community well-being and enhance livability, providing strong synergies with the other three policy directions.

This Strategy will provide policy direction for the following areas:

- Building Energy & Emissions;
- De-Carbonization Strategies;
- Transportation Emissions;
- Zero Waste;
- Urban Agriculture;
- Natural Areas & Ecosystems; and
- Corporate Practices.

Environmental sustainability has a large scope and impact on various departments and programs in the City. As such, the Environment Strategy will be an integrated framework that will synergize adaptation and mitigation, providing the climate lens to guide future planning and increase resilience to climate change impacts. Similar to the CEEP, it will provide a roadmap for the transition to net zero, identifying specific actions and priorities to achieve deep emissions reductions both corporately and community-wide, but will also integrate other areas of environmental planning including: urban agriculture, natural areas and ecosystems, green infrastructure and natural assets as they relate to carbon sequestration potential, resource conservation and quality, sustainable consumption, and enhanced co-benefits of environmental and human health. Departmental collaboration will be essential to ensure efficacy and synergies between projects, plans and initiatives, as will fostering strategic partnerships with local and regional governments, community partners, agencies and networks to accelerate progress.

Strengthening the City's outreach and community-based stewardship opportunities will be a cornerstone of this Strategy, this includes collaboration with Council's new Climate and Environment Advisory Task Force. Increasing climate literacy and providing inclusive, accessible and attainable resources and support for the community is essential to foster the behavior change and action necessary to achieve our targets. The Strategy will also integrate mechanisms to make the City's measuring and reporting system more robust, to ensure we are on track towards meeting our targets and to prioritize high-impact projects and decisions. Regular reporting and engagement on the City's progress to Council, staff and the community will also maintain momentum and support through a shared language and high level understanding of environmental sustainability.

Project Approach

In an effort to continue building a place where people want to be, with a high quality of life and a prosperous economy, it will be necessary to ensure that these four strategies are integrated. By leading with the Community Well-being Strategy and coupling that with the street character and classification work in the City Design Strategy, the foundation will be set for the remaining strategies to ensure an integrated approach to City building. Additionally, through our branding of this work and by coordinating our community engagement efforts, staff are able to receive thoughtful feedback, assisting in promoting an integrated discussion about all strategies. This discussion will help to ensure that the policies in all four areas are consistent, support one another and have measurable actions.

By refining our policies in an effort to support the overarching direction of the Official Community Plan, the City of North Vancouver has the opportunity to truly build the healthiest small city in the world.

Project Timelines

The time line graphic below identifies the significant milestones for all four strategies. The milestones are related to engagement activities, touch points with Council, including when the intended strategy will be coming forward for approval. As the graphic highlights, the intended completion of all four strategies is the fourth quarter of 2020.





Project Governance

The governance of each of the projects will be in an important element to ensure coordination and consistency amongst each policy approach. Figure #2, below, outlines the overall governance of the project. Council is the final decision maker and Senior Leadership will be involved, along with some members of the Senior Leadership Team forming the Steering Committee. Having each of these check points will ensure the policies can be read together and implemented in an efficient manner.





COMMUNITY ENGAGEMENT

By highlighting the inherent connections between social well-being, sustainability, street character-based design and mobility, we can engage the public in deeper conversations about how we envision our future and what steps are needed to get us there. We expect to have conversations that progress from visioning, target-setting and design considerations to finally policy-making that demonstrates the weaving together of the four policy plans.

A detailed engagement strategy will be developed and identify ways in which we will engage to meet our goal of achieving a diverse and inclusive process. Planning envisions a greater reliance upon quality visual materials and presentations that will be accessible online as opposed to primarily sharing information at traditional public meeting settings. Piloting and demonstrating ideas will be an important element of this process and can be supported through pop-up sessions, walk-shops, charrettes and other opportunities to provide hands-on and creative input into the planning process. The engagement process is to be supported by an engagement lead out of Planning and supported by CNV Communications.

FINANCIAL IMPLICATIONS

The project approach described in this report brings together multiple approved project budgets that when combined, will deliver better outcomes than if approached individually. Examples of this include shared data and engagement strategies which will progress multiple elements of this work and allow us to reach broader audiences. A portion of some project funding is directed to staffing, enabling the majority of strategy and policy development to occur in-house, resulting in substantial cost savings for the organization while building capacity. Funds are also allocated from the approved project budgets for necessary legal support and other costs associated with producing, testing and undertaking peer reviews of the strategies. The total cost of delivering all projects is \$1.3 million. Parts of these monies were approved in previous budgets (\$300,000 related to land use studies) and the remainder have been requested through the 2019 budget process. The budget is further broken down based on the following project team categories:

•	Community Well-being and Design Strategy:	\$250,000
•	Mobility Strategy Including Lonsdale Corridor Designs:	\$875,000
•	Environment Strategy:	\$175,000

INTER-DEPARTMENTAL IMPLICATIONS

Key internal stakeholders will play an integral role in the project management of these concurrent plans and will be formally embedded into the governance structure as detailed above.

In the evaluation of policy options, Planning staff will coordinate with all Departments who have an interest in this work. It will be important to note that these plans will have cross-organizational implications.

RESPECTFULLY SUBMITTED:

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SG/JD/rf/eb





Tourism Plan