



**AGENDA FOR THE REGULAR MEETING OF COUNCIL,
HELD ELECTRONICALLY FROM CITY HALL,
141 WEST 14TH STREET, NORTH VANCOUVER, BC, ON
MONDAY, DECEMBER 14, 2020 AT 5:30 PM**

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

CALL TO ORDER

APPROVAL OF AGENDA

1. Regular Council Meeting Agenda, December 14, 2020

ADOPTION OF MINUTES

2. Regular Council Meeting Minutes, November 30 / December 1, 2020
3. Special Regular Council Meeting Minutes, December 1, 2020
4. Regular Council Meeting Minutes, December 7, 2020

PUBLIC INPUT PERIOD

CONSENT AGENDA

Items *5, *6, *7, *8, *9, *10 and *11 are listed in the Consent Agenda and may be considered separately or in one motion.

CORRESPONDENCE

- *5. Board in Brief – Metro Vancouver Regional District, October 30, 2020
- *6. Board in Brief – Metro Vancouver Regional District, November 27, 2020

BYLAWS – ADOPTION

- *7. "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2020, No. 8805"
(518166 British Columbia Ltd., 801-925 Harbourside Drive and 18 Fell Avenue,
CD-646 Text Amendment)
- *8. "Development Cost Charge (Parks) Reserve Fund Bylaw, 2020, No. 8809"
(Purchase of Land for Park Purposes at 16th Street and St. Andrews Avenue)
- *9. "Water Utility Bylaw, 1994, No. 6417, Amendment Bylaw, 2020, No. 8811"
- *10. "Sewerage and Drainage Utility Bylaw, 1995, No. 6746, Amendment Bylaw,
2020, No. 8812"
- *11. "Solid Waste Management Service Bylaw, 1997, No. 6920, Amendment Bylaw,
2020, No. 8813"

DELEGATION

Rowan Gentleman-Sylvester, North Shore Young Citizens' Forum Co-Lead, Civic Education Program Coordinator, CityHive – North Shore Young Citizens' Forum

CORRESPONDENCE

12. Rowan Gentleman-Sylvester, North Shore Young Citizens' Forum Co-Lead, Civic Education Program Coordinator, CityHive – North Shore Young Citizens' Forum

PRESENTATION

Child Care Action Plan 2021-2031 – Community Planner and Manager, Long Range and Community Planning

REPORT

13. Child Care Action Plan

CORRESPONDENCE

14. Craig Tonini, Coordinator, North Shore Community Christmas Dinner – North Shore Community Christmas Dinner – Food Hampers

REPORTS

15. Electric Vehicle Strategy Implementation Update and Next Steps
16. Funding Extension for Action on Homelessness
17. Streetcar Brewing Corp. Outdoor Patio One Year Trial Period – 123A East 1st Street
18. 2021 Council Committees and Appointments
19. Mayor's Business Roundtables Report

COVID-19 UPDATE

COUNCIL INQUIRIES / REPORTS

NEW ITEMS OF BUSINESS

NOTICES OF MOTION

RECESS TO CLOSED SESSION

THAT Council recess to the Committee of the Whole (Closed Session) pursuant to the *Community Charter*, Sections 90(1)(a) [personal information], 90(1)(c) [employee relations] and 90(1)(k) [municipal service].

REPORT OF THE COMMITTEE OF THE WHOLE (CLOSED SESSION)

ADJOURN

CALL TO ORDER

APPROVAL OF AGENDA

1. Regular Council Meeting Agenda, December 14, 2020

ADOPTION OF MINUTES

2. Regular Council Meeting Minutes, November 30 / December 1, 2020
3. Special Regular Council Meeting Minutes, December 1, 2020
4. Regular Council Meeting Minutes, December 7, 2020

PUBLIC INPUT PERIOD

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

The time allotted for each speaker addressing Council during the Public Input Period is 2 minutes, with the number of speakers set at 5 persons. Speakers’ comments will be audio recorded, as well as live-streamed on the City’s website, and will form part of the public record.

As City Hall remains closed to the public, the Regular Council Meetings will be held electronically via “WebEx”. To speak during the Public Input Period of a Regular Council Meeting, pre-registration is required by completing an online form at cnv.org/PublicInputPeriod. Persons can also pre-register by phoning 604-990-4230 and providing contact information. **All pre-registration must be submitted no later than 12:00 noon on the day of the meeting.**

Once you have pre-registered, you will receive login/call-in instructions via email/phone.

You will be required to login or phone into the Council meeting between 5:00 and 5:15 pm on the day of the meeting. At the meeting, speakers will be asked to state their name and address for the record. If speakers have written materials to accompany their presentation, these materials must be emailed to the Corporate Officer at clerks@cnv.org no later than 12:00 noon on the day of the meeting.

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

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

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

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

CONSENT AGENDA

Items *5, *6, *7, *8, *9, *10 and *11 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

CORRESPONDENCE

- *5. Board in Brief, Metro Vancouver Regional District, October 30, 2020
– File: 01-0400-60-0006/2020

Re: Metro Vancouver – Board in Brief

RECOMMENDATION:

THAT the correspondence from Metro Vancouver, dated October 30, 2020, regarding the “Metro Vancouver – Board in Brief”, be received and filed.

- *6. Board in Brief, Metro Vancouver Regional District, November 27, 2020
– File: 01-0400-60-0006/2020

Re: Metro Vancouver – Board in Brief

RECOMMENDATION:

THAT the correspondence from Metro Vancouver, dated November 27, 2020, regarding the “Metro Vancouver – Board in Brief”, be received and filed.

BYLAWS – ADOPTION

- *7. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2020, No. 8805”
(518166 British Columbia Ltd., 801-925 Harbourside Drive and 18 Fell Avenue, CD-646 Text Amendment)

RECOMMENDATION:

THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2020, No. 8805” (518166 British Columbia Ltd., 801-925 Harbourside Drive and 18 Fell Avenue, CD-646 Text Amendment) be adopted, signed by the Mayor and Corporate Officer and affixed with the corporate seal.

CONSENT AGENDA – Continued

BYLAWS – ADOPTION – Continued

- *8. “Development Cost Charge (Parks) Reserve Fund Bylaw, 2020, No. 8809”
(Purchase of Land for Park Purposes at 16th Street and St. Andrews Avenue)

RECOMMENDATION:

THAT “Development Cost Charge (Parks) Reserve Fund Bylaw, 2020, No. 8809”
(Purchase of Land for Park Purposes at 16th Street and St. Andrews Avenue) be
adopted, signed by the Mayor and Corporate Officer and affixed with the
corporate seal.

- *9. “Water Utility Bylaw, 1994, No. 6417, Amendment Bylaw, 2020, No. 8811”

RECOMMENDATION:

THAT “Water Utility Bylaw, 1994, No. 6417, Amendment Bylaw, 2020, No. 8811”
be adopted, signed by the Mayor and Corporate Officer and affixed with the
corporate seal.

- *10. “Sewerage and Drainage Utility Bylaw, 1995, No. 6746, Amendment Bylaw,
2020, No. 8812”

RECOMMENDATION:

THAT “Sewerage and Drainage Utility Bylaw, 1995, No. 6746, Amendment
Bylaw, 2020, No. 8812” be adopted, signed by the Mayor and Corporate Officer
and affixed with the corporate seal.

- *11. “Solid Waste Management Service Bylaw, 1997, No. 6920, Amendment Bylaw,
2020, No. 8813”

RECOMMENDATION:

THAT “Solid Waste Management Service Bylaw, 1997, No. 6920, Amendment
Bylaw, 2020, No. 8813” be adopted, signed by the Mayor and Corporate Officer
and affixed with the corporate seal.

END OF CONSENT AGENDA

DELEGATION

Rowan Gentleman-Sylvester, North Shore Young Citizens’ Forum Co-Lead,
Civic Education Program Coordinator, CityHive

Re: North Shore Young Citizens’ Forum

Item 12 refers.

CORRESPONDENCE

12. Rowan Gentleman-Sylvester, North Shore Young Citizens' Forum Co-Lead, Civic Education Program Coordinator, CityHive, November 25, 2020
– File: 10-5120-01-0001/2020

Re: North Shore Young Citizens' Forum

RECOMMENDATION:

THAT the correspondence from Rowan Gentleman-Sylvester, North Shore Young Citizens' Forum Co-Lead, Civic Education Program Coordinator, CityHive, dated November 25, 2020, regarding the North Shore Young Citizens' Forum, be received.

PRESENTATION

Child Care Action Plan 2021-2031 – Community Planner and Manager, Long Range and Community Planning

Item 13 refers.

REPORT

13. Child Care Action Plan – File: 10-4750-15-0001/1

Report: Community Planner, December 2, 2020

RECOMMENDATION:

PURSUANT to the report of the Community Planner, dated December 2, 2020, entitled "Child Care Action Plan":

THAT the City of North Vancouver Child Care Action Plan be endorsed;

THAT the 2009 Child Care Policy and Plan be superseded;

THAT staff proceed with the actions identified in the Child Care Action Plan;

THAT staff report back to Council with progress updates and future resource requests for implementation, as outlined in the Child Care Action Plan;

AND THAT the multiple agencies and community members that contributed input, information and expertise to the Plan be thanked for their contributions and be provided with a copy of the Plan.

CORRESPONDENCE

14. Craig Tonini, Coordinator, North Shore Community Christmas Dinner
December 2, 2020 – File: 05-1850-01-0001/2020

Re: North Shore Community Christmas Dinner – Food Hampers

RECOMMENDATION:

THAT the correspondence from Craig Tonini, Coordinator, North Shore Community Christmas Dinner, dated December 2, 2020, regarding the North Shore Community Christmas Dinner – Food Hampers, be received;

AND THAT Council support the North Shore Community Christmas Dinner – Food Hampers with funding in the amount of \$_____, to be allocated from the Council Contingency Fund.

Information Report, December 2, 2020 – “Status of 2020 Council Contingency Grants Accounts”

REPORTS

15. Electric Vehicle Strategy Implementation Update and Next Steps
– File: 11-5280-20-0004/1

Report: Environmental Sustainability Specialist, December 2, 2020

RECOMMENDATION:

PURSUANT to the report of the Environmental Sustainability Specialist, dated December 2, 2020, entitled “Electric Vehicle Strategy Implementation Update and Next Steps”:

THAT staff be directed to develop electric vehicle readiness requirements for non-residential parking spaces in new construction to support workplace and opportunity charging in consultation with stakeholders for Council consideration;

THAT staff be directed to investigate opportunities for neighbourhood charging to support additional opportunities for residents with barriers to home charging;

AND THAT staff be directed to accelerate implementation of actions to support electrification of the City’s fleet.

REPORTS – Continued

16. Funding Extension for Action on Homelessness – File: 10-5080-01-0001/2020

Report: Manager, Long Range and Community Planning, December 2, 2020

RECOMMENDATION:

PURSUANT to the report of the Manager, Long Range and Community Planning, dated December 2, 2020, entitled “Funding Extension for Action on Homelessness”:

THAT (Funding Appropriations #47089 – #47090) an amount of \$228,000, allocated from the General Reserve Fund to fund action on homelessness, be extended by 3 years;

AND THAT should any of the amount remain unexpended as at December 31, 2023, the unexpended balance shall be returned to the credit of the General Reserve Fund.

17. Streetcar Brewing Corp. Outdoor Patio One Year Trial Period – 123A East 1st Street – File: 09-4320-50-0002/2021

Report: Deputy Director, Community and Partner Engagement,
November 25, 2020

RECOMMENDATION:

PURSUANT to the report of the Deputy Director, Community and Partner Engagement, dated November 25, 2020, entitled “Streetcar Brewing Corp. Outdoor Patio One Year Trial Period – 123A East 1st Street”:

THAT the one-year trial period for the outdoor patio for Streetcar Brewing Corp. be lifted and the patio be allowed to continue.

18. 2021 Council Committees and Appointments – File: 01-0530-01-0001/2020

Report: Corporate Officer, December 1, 2020

RECOMMENDATION:

PURSUANT to the report of the Corporate Officer, dated December 1, 2020, entitled “2021 Council Committees and Appointments”:

THAT the 2021 Council Committees and Appointments list be endorsed;

AND THAT the appointment to the Metro Vancouver Greater Vancouver Regional District Board of Directors, Greater Vancouver Sewerage and Drainage District Board and Greater Vancouver Water District Board remain effective until the end of the term of Council following the general local election of October 15, 2022, and the appointment of the Alternate Director be effective to December 31, 2021.

REPORTS – Continued

19. Mayor's Business Roundtables Report – File: 13-6750-01-0001/2020

Report: Deputy Director, Community and Partner Engagement,
December 2, 2020

RECOMMENDATION:

PURSUANT to the report of the Deputy Director, Community and Partner Engagement, dated December 2, 2020, entitled "Mayor's Business Roundtables Report":

THAT the Mayor's Business Roundtables Report and recommendations be endorsed;

THAT staff be directed to prepare a Communications Strategy to disseminate the report;

AND THAT the members of the Mayor's Business Advisory Group be thanked for their contribution to the initiative and provided with copies of the final report.

COVID-19 UPDATE

COUNCIL INQUIRIES / REPORTS

NEW ITEMS OF BUSINESS

NOTICES OF MOTION

RECESS TO CLOSED SESSION

THAT Council recess to the Committee of the Whole (Closed Session) pursuant to the *Community Charter*, Sections 90(1)(a) [personal information], 90(1)(c) [employee relations] and 90(1)(k) [municipal service].

REPORT OF THE COMMITTEE OF THE WHOLE (CLOSED SESSION)

ADJOURN

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MINUTES OF THE REGULAR MEETING OF COUNCIL, HELD ELECTRONICALLY FROM CITY HALL, 141 WEST 14TH STREET, NORTH VANCOUVER, BC, ON **MONDAY, NOVEMBER 30, 2020 AND CONTINUED ON **TUESDAY, DECEMBER 1, 2020****

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

L. McCarthy, CAO
K. Graham, Corporate Officer
C. Baird, Deputy Corporate Officer
J. Peters, Assistant City Clerk
M. Epp, Director, Planning and Development
A. Devlin, Manager, Transportation Planning
Y. Zeng, Manager, Development Planning
E. Macdonald, Planner
K. Magnusson, Deputy Director, Engineering, Parks and Environment

The meeting was called to order at 5:30 pm.

APPROVAL OF AGENDA

Moved by Councillor Bell, seconded by Councillor McIlroy

1. Regular Council Meeting Agenda, November 30, 2020

CARRIED UNANIMOUSLY

PUBLIC HEARING – 402-438 East 3rd Street / 341-343 St. Davids Avenue

Moved by Councillor Girard, seconded by Councillor Back

THAT the meeting recess to the Public Hearing regarding “Official Community Plan Bylaw, 2014, No. 8400, Amendment Bylaw, 2020, No. 8806” (Cascadia Green Development, 402-438 East 3rd Street and 341-343 St. Davids Avenue, Land Use Designation and Permitted Height Change) and “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2020, No. 8807” (Cascadia Green Development, 402-438 East 3rd Street and 341-343 St. Davids Avenue, CD-730 and “Moodyville Development Permit Area Guidelines” amendment);

AND THAT the meeting not proceed past 11:00 pm today.

CARRIED UNANIMOUSLY

The meeting recessed to the Public Hearing at 5:31 pm. The Public Hearing recessed at 10:32 pm and continued on December 1, 2020 at 5:30 pm. The Regular Council meeting reconvened on December 1, 2020 at 9:10 pm.

BYLAWS – THIRD READING

2. “Official Community Plan Bylaw, 2014, No. 8400, Amendment Bylaw, 2020, No. 8806” (Cascadia Green Development, 402-438 East 3rd Street and 341-343 St. Davids Avenue, Land Use Designation and Permitted Height Change)

Moved by Councillor Girard, seconded by Councillor Hu

THAT “Official Community Plan Bylaw, 2014, No. 8400, Amendment Bylaw, 2020, No. 8806” (Cascadia Green Development, 402-438 East 3rd Street and 341-343 St. Davids Avenue, Land Use Designation and Permitted Height Change) be given third reading.

Moved by Councillor Bell

THAT “Official Community Plan Bylaw, 2014, No. 8400, Amendment Bylaw, 2020, No. 8806” (Cascadia Green Development, 402-438 East 3rd Street and 341-343 St. Davids Avenue, Land Use Designation and Permitted Height Change) be amended by changing the wording under Section 3 and Schedule B to limit the height of the east building to 4 storeys, not 5, from the lane.

The motion was not considered due to lack of a seconder.

Main motion, **CARRIED UNANIMOUSLY**

3. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2020, No. 8807” (Cascadia Green Development, 402-438 East 3rd Street and 341-343 St. Davids Avenue, CD-730 and “Moodyville Development Permit Area Guidelines” amendment)

Moved by Councillor Girard, seconded by Councillor Hu

THAT the vote to give second reading to “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2020, No. 8807” (Cascadia Green Development, 402-438 East 3rd Street and 341-343 St. Davids Avenue, CD-730 and “Moodyville Development Permit Area Guidelines” amendment) be rescinded;

THAT the bylaw be amended, as follows:

- Under Section 3(4)(c) on page 3, text changed to read “North building shall not exceed a building height of 3 storeys, nor 11.5 metres (37.8 feet), as measured from the average building grades at the south property line along the lane”;

AND THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2020, No. 8807” (Cascadia Green Development, 402-438 East 3rd Street and 341-343 St. Davids Avenue, CD-730 and “Moodyville Development Permit Area Guidelines” amendment) be given second and third reading, as amended.

Mayor Buchanan declared a recess from 9:24 pm to 9:34 pm.

BYLAWS – THIRD READING – Continued

3. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2020, No. 8807” (Cascadia Green Development, 402-438 East 3rd Street and 341-343 St. Davids Avenue, CD-730 and “Moodyville Development Permit Area Guidelines” amendment) – Continued

Moved by Councillor Bell

That “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2020, No. 8807” be amended under Section 4 to apply the Moodyville Development Permit Guidelines to the subject application only and that the Guidelines not apply to other development applications until after a full discussion by Council, held at a subsequent meeting.

The motion was not considered due to lack of a seconder and Councillor Bell will bring forward a Notice of Motion regarding Development Permit Guidelines at a future date.

Main motion, **CARRIED**

Councillor Back and Councillor Bell are recorded as voting contrary to the motion.

ADJOURN

Moved by Councillor Back, seconded by Councillor Girard

THAT the meeting adjourn.

CARRIED UNANIMOUSLY

The meeting adjourned on December 1, 2020 at 10:22 pm.

“Certified Correct by the Corporate Officer”

CORPORATE OFFICER

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**MINUTES OF THE SPECIAL REGULAR MEETING OF COUNCIL, HELD IN
CONFERENCE ROOM A/B, CITY HALL, 141 WEST 14TH STREET, NORTH
VANCOUVER, BC, ON **TUESDAY, DECEMBER 1, 2020****

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

L. McCarthy, CAO
K. Graham, Corporate Officer

GUEST

Nina Leemhuis, Consultant

The meeting was called to order at 12:00 pm.

RECESS TO CLOSED SESSION

Moved by Councillor Bell, seconded by Councillor Back

THAT Council recess to the Special Committee of the Whole (Closed Session)
pursuant to the *Community Charter*, Section 90(1)(c) [employee relations].

CARRIED UNANIMOUSLY

ADJOURN IN CLOSED SESSION

The meeting recessed at 12:03 pm and did not reconvene. A motion to adjourn was
approved in the Committee of the Whole (Closed Session) at 1:22 pm.

“Certified Correct by the Corporate Officer”

CORPORATE OFFICER

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**MINUTES OF THE REGULAR MEETING OF COUNCIL, HELD
ELECTRONICALLY FROM CITY HALL, 141 WEST 14TH STREET, NORTH
VANCOUVER, BC, ON **MONDAY, DECEMBER 7, 2020****

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

L. McCarthy, CAO
K. Graham, Corporate Officer
C. Baird, Deputy Corporate Officer
J. Peters, Assistant City Clerk
H. Granger, City Solicitor
B. Pearce, Director, Strategic and Corporate Services
H. Reinhold, Deputy Director, Strategic and Corporate Services
B. Themens, Director, Finance
L. Garber, Deputy Director, Finance
D. Van Heerden, Manager, Financial Planning
M. Epp, Director, Planning and Development
Y. Zeng, Manager, Development Planning
R. de St. Croix, Manager, Long Range and Community Planning
D. Johnson, Development Planner
D. Pope, Director, Engineering, Parks and Environment
B. Willock, Manager, Engineering Planning and Design
M. Hunter, Manager, Parks and Environment
R. Skene, Director, Community and Partner Engagement
L. Orr, Deputy Director, Community and Partner Engagement
L. Herman, Coordinator, Community Development

The meeting was called to order at 5:30 pm.

APPROVAL OF AGENDA

Moved by Councillor Bell, seconded by Councillor McIlroy

1. Regular Council Meeting Agenda, December 7, 2020

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

Moved by Councillor Hu, seconded by Councillor Girard

2. Regular Council Meeting Minutes, November 23, 2020

CARRIED UNANIMOUSLY

PUBLIC INPUT PERIOD

- David Hasegawa, resident and strata president of the building located at 615 – 625 East 3rd Street, North Vancouver, spoke regarding public realm and building aesthetics.

CONSENT AGENDA

Moved by Councillor McIlroy, seconded by Councillor Valente

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

CARRIED UNANIMOUSLY

START OF CONSENT AGENDA

BYLAWS – ADOPTION

- *3. "Street and Traffic Bylaw, 1991, No. 6234, Amendment Bylaw, 2020, No. 8791"
(E-Bike Share Service Permit)

Moved by Councillor McIlroy, seconded by Councillor Valente

THAT "Street and Traffic Bylaw, 1991, No. 6234, Amendment Bylaw, 2020, No. 8791"
(E-Bike Share Service Permit) be adopted, signed by the Mayor and Corporate Officer
and affixed with the corporate seal.

(CARRIED UNANIMOUSLY)

- *4. "Bylaw Notice Enforcement Bylaw, 2018, No. 8675, Amendment Bylaw, 2020,
No. 8792" (E-Bike Share Permit Enforcement)

Moved by Councillor McIlroy, seconded by Councillor Valente

THAT "Bylaw Notice Enforcement Bylaw, 2018, No. 8675, Amendment Bylaw, 2020,
No. 8792" (E-Bike Share Permit Enforcement) be adopted, signed by the Mayor and
Corporate Officer and affixed with the corporate seal.

(CARRIED UNANIMOUSLY)

- *5. "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2020, No. 8700" (Bryan Lockhart /
Black Kettle Brewing Inc., 720 Copping Street, CD-728)

Moved by Councillor McIlroy, seconded by Councillor Valente

THAT "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2020, No. 8700" (Bryan
Lockhart / Black Kettle Brewing Inc., 720 Copping Street, CD-728) be adopted, signed
by the Mayor and Corporate Officer and affixed with the corporate seal.

(CARRIED UNANIMOUSLY)

END OF CONSENT AGENDA

PUBLIC HEARING – 115 East 1st Street

Moved by Councillor Girard, seconded by Councillor Back

THAT the meeting recess to the Public Hearing for “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2020, No. 8808” (Eggs Cana / Oana Nicoara, 115 East 1st Street, CD-731).

CARRIED UNANIMOUSLY

Mayor Buchanan and Councillor Valente recused themselves at 5:36 pm, declaring a potential conflict of interest with respect to the Public Hearing and Item #6 – “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2020, No. 8808” (Eggs Cana / Oana Nicoara, 115 East 1st Street, CD-731), and Councillor Bell assumed the role of Chair.

The meeting recessed to the Public Hearing at 5:37 pm and reconvened at 6:28 pm.

BYLAW – THIRD READING

6. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2020, No. 8808” (Eggs Cana / Oana Nicoara, 115 East 1st Street, CD-731)

Moved by Councillor McIlroy, seconded by Councillor Girard

THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2020, No. 8808” (Eggs Cana / Oana Nicoara, 115 East 1st Street, CD-731) be given third reading.

CARRIED UNANIMOUSLY
(by members remaining)

Mayor Buchanan and Councillor Valente returned to the meeting at 6:43 pm.

PRESENTATION

2021 Utility Rate Setting – Director, Finance

The Director, Finance provided a PowerPoint presentation regarding the “2021 Utility Rate Setting” and he and the Director, Engineering, Parks and Environment responded to questions of Council.

REPORT

7. 2021 Utility Rates – File: 05-1820-01-0001/2021

Report: Director, Finance, November 25, 2020

Moved by Councillor Valente, seconded by Councillor Girard

PURSUANT to the report of the Director, Finance, dated November 25, 2020, entitled “2021 Utility Rates”:

Continued...

REPORTS – Continued

7. 2021 Utility Rates – File: 05-1820-01-0001/2021 – Continued

THAT the following bylaws be considered:

- “Water Utility Bylaw, 1994, No. 6417, Amendment Bylaw, 2020, No. 8811”;
- “Sewerage and Drainage Utility Bylaw, 1995, No. 6746, Amendment Bylaw, 2020, No. 8812”; and
- “Solid Waste Management Service Bylaw, 1997, No. 6920, Amendment Bylaw, 2020, No. 8813”.

Moved by Councillor Valente, seconded by Councillor Girard

THAT the following bylaws be considered, with the following amendments:

- “Water Utility Bylaw, 1994, No. 6417, Amendment Bylaw, 2020, No. 8811” with an amendment to Schedule B, Section 4.1.2., by deleting the penalty rates of 5% and 5% and replacing with the penalty rates of 2% and 8%, respectively, so the wording of the section now reads as follows:

“4.1.2. A penalty of 2% shall be added to rates that are not paid on or before the last business day of February and a further penalty of 8% shall be added to rates that are not paid on or before the last business day of April in the year the rates are due.”;
- “Sewerage and Drainage Utility Bylaw, 1995, No. 6746, Amendment Bylaw, 2020, No. 8812”, with an amendment to Schedule B, Section 8.A.2., by deleting the penalty rates of 5% and 5% and replacing with the penalty rates of 2% and 8%, respectively, so the wording of the section now reads as follows:

“8.A.2. A penalty of 2% shall be added to rates that are not paid on or before the last business day of February and a further penalty of 8% shall be added to rates that are not paid on or before the last business day of April in the year the rates are due.”; and
- “Solid Waste Management Service Bylaw, 1997, No. 6920, Amendment Bylaw, 2020, No. 8813”.

Amendment motion, **CARRIED UNANIMOUSLY**

Main motion, as amended, **CARRIED UNANIMOUSLY**

BYLAWS – FIRST, SECOND AND THIRD READINGS

8. “Water Utility Bylaw, 1994, No. 6417, Amendment Bylaw, 2020, No. 8811”

Moved by Councillor Valente, seconded by Councillor Girard

THAT “Water Utility Bylaw, 1994, No. 6417, Amendment Bylaw, 2020, No. 8811” be given first and second readings.

CARRIED UNANIMOUSLY

Moved by Councillor Valente, seconded by Councillor Girard

THAT “Water Utility Bylaw, 1994, No. 6417, Amendment Bylaw, 2020, No. 8811” be given third reading.

CARRIED UNANIMOUSLY

9. “Sewerage and Drainage Utility Bylaw, 1995, No. 6746, Amendment Bylaw, 2020, No. 8812”

Moved by Councillor Valente, seconded by Councillor Girard

THAT “Sewerage and Drainage Utility Bylaw, 1995, No. 6746, Amendment Bylaw, 2020, No. 8812” be given first and second readings.

CARRIED UNANIMOUSLY

Moved by Councillor Valente, seconded by Councillor Girard

THAT “Sewerage and Drainage Utility Bylaw, 1995, No. 6746, Amendment Bylaw, 2020, No. 8812” be given third reading.

CARRIED UNANIMOUSLY

10. “Solid Waste Management Service Bylaw, 1997, No. 6920, Amendment Bylaw, 2020, No. 8813”

Moved by Councillor Valente, seconded by Councillor Girard

THAT “Solid Waste Management Service Bylaw, 1997, No. 6920, Amendment Bylaw, 2020, No. 8813” be given first and second readings.

CARRIED UNANIMOUSLY

Moved by Councillor Valente, seconded by Councillor Girard

THAT “Solid Waste Management Service Bylaw, 1997, No. 6920, Amendment Bylaw, 2020, No. 8813” be given third reading.

CARRIED UNANIMOUSLY

REPORTS

11. Lonsdale Energy Corp. Director Nomination – File: 11-5500-06-0001/1

Report: Secretary-Treasurer, Lonsdale Energy Corp., November 24, 2020

Moved by Councillor McIlroy, seconded by Councillor Hu

PURSUANT to the report of the Secretary-Treasurer, Lonsdale Energy Corp., dated November 24, 2020, entitled “Lonsdale Energy Corp. Director Nomination”:

THAT the Unanimous Consent Resolutions of the Shareholder of Lonsdale Energy Corp. be endorsed;

AND THAT the Mayor and Corporate Officer be authorized to sign and seal the resolution.

CARRIED UNANIMOUSLY

Mayor Buchanan gave accolades and thanks to Ben Themens for his many years of service with Lonsdale Energy Corp.

12. Metro Vancouver Regional Industrial Lands Strategy – File: 13-6440-01-0001/2020

Report: Manager, Long Range and Community Planning, November 25, 2020

Moved by Councillor Valente, seconded by Mayor Buchanan

PURSUANT to the report of the Manager, Long Range and Community Planning, dated November 25, 2020, entitled “Metro Vancouver Regional Industrial Lands Strategy”:

THAT the Metro Vancouver Regional Industrial Lands Strategy be endorsed;

AND THAT staff be directed to consider and recommend opportunities to implement the Strategy's actions, as appropriate.

CARRIED UNANIMOUSLY

13. Parkland Acquisition – Portion of 250 East 15th Street – Funding Appropriation – File: 02-2260-01-0001/2020

Report: Property Services Coordinator and Manager, Parks and Environment, November 25, 2020

Moved by Councillor Bell, seconded by Councillor Girard

PURSUANT to the report of the Property Services Coordinator and the Manager, Parks and Environment, dated November 25, 2020, entitled “Parkland Acquisition – Portion of 250 East 15th Street – Funding Appropriation”:

Continued...

REPORTS – Continued

13. Parkland Acquisition – Portion of 250 East 15th Street – Funding Appropriation
– File: 02-2260-01-0001/2020 – Continued

THAT “Development Cost Charge (Parks) Reserve Fund Bylaw, 2020, No. 8809” (Purchase of Land for Park Purposes at 16th Street and St. Andrews Avenue), a Bylaw to appropriate an amount of \$1,386,000 from the Development Cost Charge (Parks) Reserve Fund, be considered;

THAT (Funding Appropriation #2076) an amount of \$14,000 be appropriated from the General Reserve Fund for the purpose of funding the Project;

THAT should any of the amount remain unexpended as at December 31, 2023, the unexpended balance shall be returned to the credit of the General Reserve Fund;

THAT staff be authorized to purchase a portion of 250 East 15th Street for park purposes, in an amount not to exceed \$1,400,000, including applicable taxes, expenses and fees;

THAT the Mayor and Corporate Officer be authorized to sign and seal any such documents as may be required in order to give effect to this motion;

AND THAT the Mayor and Corporate Officer be authorized to sign a Licence Agreement allowing the owners of 250 East 15th Street to use the City’s newly purchased property as a staging area during the construction of the proposed adjacent development.

CARRIED UNANIMOUSLY

BYLAW – FIRST, SECOND AND THIRD READINGS

14. “Development Cost Charge (Parks) Reserve Fund Bylaw, 2020, No. 8809” (Purchase of Land for Park Purposes at 16th Street and St. Andrews Avenue)

Moved by Councillor Bell, seconded by Councillor Girard

THAT “Development Cost Charge (Parks) Reserve Fund Bylaw, 2020, No. 8809” (Purchase of Land for Park Purposes at 16th Street and St. Andrews Avenue) be given first and second readings.

CARRIED UNANIMOUSLY

Moved by Councillor Bell, seconded by Councillor Girard

THAT “Development Cost Charge (Parks) Reserve Fund Bylaw, 2020, No. 8809” (Purchase of Land for Park Purposes at 16th Street and St. Andrews Avenue) be given third reading.

CARRIED UNANIMOUSLY

REPORTS

15. 2020 Children and Youth Initiatives Fund – Special Project Grant Applications
– File: 05-1850-20-0003/2020

Report: Community Development Coordinator, November 24, 2020

Moved by Councillor Hu, seconded by Councillor Girard

PURSUANT to the report of the Community Development Coordinator, dated November 24, 2020, entitled “2020 Children and Youth Initiatives Fund – Special Project Grant Applications”:

THAT the following Children and Youth Initiative Fund grant allocations totaling \$20,500 for 2020 be approved:

Girl Guides of Canada	
Cedar Shadows on the Move.....	\$1,000
Mountainside Secondary School	
Bicycle Mechanics.....	\$3,000
North Shore Crisis Services Society	
PEACE Camp.....	\$1,500
North Shore Neighbourhood House / Edible Garden Project	
Garden-Based Learning at Loutet Farm.....	\$3,000
North Shore Restorative Justice Society	
Youth Justice Lab Series.....	\$2,000
North Shore Women’s Centre	
Fearless: Girls’ Empowerment Camp.....	\$2,000
RC Life Skills Society	
Life Skills Boxing Program via Griffins Boxing & Fitness.....	\$1,500
St. Thomas Aquinas Regional High School	
BariSTA Café.....	\$2,000
Sutherland Secondary School	
Girls Group Glam (Bread and Roses).....	\$2,000
Washington Kids Foundation	
WKF Her Time.....	\$1,000
Jack.org	
Talk at the Top Jack Summit.....	\$1,500
TOTAL.....	\$20,500

THAT the following organizations be notified that their application for a 2020 Children and Youth Initiatives grant will not be funded:

Queen Mary Community Elementary
Developing Self-Advocacy Skills and Awareness for Safety
Sutherland Secondary School
Sutherland’s Got Talent

THAT a copy of Council’s resolution be sent to the District of North Vancouver and the North Vancouver School Board (District #44) for information;

Continued...

REPORTS – Continued

15. 2020 Children and Youth Initiatives Fund – Special Project Grant Applications
– File: 05-1850-20-0003/2020 – Continued

THAT the Children and Youth Initiatives Grant Committee be thanked for their time and participation;

AND THAT staff be directed to review the Children and Youth Initiatives Fund and report back on opportunities to improve the efficiency and effectiveness of the granting process and adequacy of funding levels.

CARRIED UNANIMOUSLY

16. Spirit Trail Mosquito Creek Marina – Funding Reallocation – File: 12-6130-20-0056/1

Report: Deputy Director, Engineering, Parks and Environment, November 25, 2020

Moved by Councillor Valente, seconded by Councillor Back

PURSUANT to the report of the Deputy Director, Engineering, Parks and Environment, dated November 25, 2020, entitled “Spirit Trail Mosquito Creek Marina – Funding Reallocation”:

THAT (Funding Appropriation #50154) an amount of \$67,371.93 be reallocated from the Green Necklace: West 21st Street-Jones project to the Mosquito Creek Marina Spirit Trail project;

AND THAT (Funding Appropriation #50155) an amount of \$51,531.30 be reallocated from the Green Necklace: Lonsdale to Grand Blvd/East 19th project to the Mosquito Creek Marina Spirit Trail project.

CARRIED UNANIMOUSLY

17. Mickey McDougall Feasibility Study – Extension of Funding Request
– File: 02-0800-30-0013/1

Report: Deputy Director, Strategic and Corporate Services, November 16, 2020

Moved by Councillor Girard, seconded by Councillor Bell

PURSUANT to the report of the Deputy Director, Strategic and Corporate Services, dated November 16, 2020, entitled “Mickey McDougall Feasibility Study – Extension of Funding Request”:

THAT (Funding Appropriation #1738) an amount of \$150,000, appropriated for Mickey McDougall Feasibility Study with Flicka Gymnastics, be extended by one year;

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

CARRIED UNANIMOUSLY

COVID-19 UPDATE

Mayor Buchanan reported that the Provincial Health Officer announced that social restrictions have been extended to January 8, 2021 and recommended that people review the guidelines issued today.

COUNCIL INQUIRIES / REPORTS

18. Living Wage Employer – File: 01-0220-01-0001/2020

Inquiry by Councillor Girard

Councillor Girard inquired of Mayor Buchanan regarding the cost implications for making the City a Living Wage Employer. Mayor Buchanan advised that staff will report back with further information.

NEW ITEMS OF BUSINESS

Nil.

NOTICES OF MOTION

Nil.

RECESS TO CLOSED SESSION

Moved by Councillor Valente, seconded by Councillor Bell

THAT Council recess to the Committee of the Whole (Closed Session) pursuant to the *Community Charter*, Sections 90(1)(a) [personal information] and 90(1)(c) [employee relations].

CARRIED UNANIMOUSLY

The meeting recessed to the Committee of the Whole (Closed Session) at 8:53 pm and reconvened at 9:33 pm.

REPORT OF THE COMMITTEE OF THE WHOLE (CLOSED SESSION)

19. Appointment to the Heritage Advisory Committee – File: 01-0360-20-0036/2020

Report: Corporate Officer, November 25, 2020

Moved by Councillor Bell, seconded by Councillor McIlroy

PURSUANT to the report of the Corporate Officer, dated November 25, 2020, entitled “Appointment to the Heritage Advisory Committee”:

THAT Ali Nayeri be appointed to the Heritage Advisory Committee for a 2-year term concluding January 31, 2023;

Continued...

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

19. Appointment to the Heritage Advisory Committee – File: 01-0360-20-0036/2020 – Continued

AND THAT the report of the Corporate Officer, dated November 25, 2020, entitled “Appointment to the Heritage Advisory Committee”, remain in the Closed session.

CARRIED UNANIMOUSLY

ADJOURN

Moved by Councillor Bell, seconded by Councillor Hu

THAT the meeting adjourn.

CARRIED UNANIMOUSLY

The meeting adjourned at 9:34 pm.

“Certified Correct by the Corporate Officer”

CORPORATE OFFICER

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For Metro Vancouver meetings on Friday, October 30, 2020

Please note these are not the official minutes. Board in Brief is an informal summary. Material relating to any of the following items is available on request from Metro Vancouver. For more information, please contact:

Greg.Valou@metrovancouver.org.

Metro Vancouver Regional District**E 1.1 Responding to Funding Request for Fraser River Waterfront Revitalization Initiative** RECEIVED

At its meeting on September 11, 2020, the Surrey Board of Trade presented the proposed Fraser River Waterfront Revitalization Initiative to the Regional Planning Committee. The presentation included a request for staff participation in the initiative as well as a funding contribution towards the project budget. The proposal as presented, does not provide enough scope or information to assess its alignment with Metro Vancouver's various long range strategies and Metro 2040, the regional growth strategy. When this information is available and assessed for policy alignment, opportunities for funding support, if directed, can be considered.

The Board received the report for information.

E 1.2 Metro 2040 Industrial and Mixed Employment Policy Review Recommendations RECEIVED

To inform the update to Metro 2040, Metro Vancouver has undertaken an Industrial and Mixed Employment Policy Review. To improve the regional growth strategy policies for industrial and mixed employment lands and support the vision for the region's industrial lands as outlined in the recently approved Metro Vancouver Regional Industrial Lands Strategy, staff recommended the following directions to guide the development of new and amended policy language:

1. Update and clarify the definition of industrial uses;
2. Strengthen regional policies to protect industrial lands for industrial uses, through:
 - a. Establishing a higher voting threshold to amend the regional land use designation for industrial lands;
 - b. Developing a new regional overlay for trade-oriented lands, which may include restricting strata tenure and unit sizes;
 - c. Clarifying and strengthening the definition of industrial uses;
3. Introduce some flexibility for mixed employment lands by rail rapid transit stations to accommodate higher job density and other regional growth strategy objectives;
4. Encourage industrial lands intensification / densification, where contextually appropriate to the activity and location, and while also considering interface with other uses;
5. Undertake a regional land use assessment; and
6. Improve climate action.

The Board passed an amended resolution to receive the report for information.

E 1.3 Metro 2040 Agriculture Policy Review Recommendations**APPROVED**

The Metro 2040 Agriculture Policy Review is nearing completion. Staff recommended five directions for updates to Strategy 2.3, including:

1. Adding policies to enhance distribution avenues for locally produced food;
2. Enhancing policies to prevent conflicts with agricultural operations;
3. Enhancing policies to discourage non-farm uses of agricultural land and encourage actively farmed land;
4. Addressing the gaps in Strategy 2.3 by including actions for climate change adaptation, ecosystem services, agriculture awareness; and
5. Revising wording to enhance and clarify the intention of the existing policies and actions.

The Board endorsed the Agriculture Policy Review recommendations as presented as the basis for updating Strategy 2.3 of the regional growth strategy.

E 2.1 2020 Declaration for Resilience in Metro Vancouver Communities**RECEIVED**

At its October 20, 2020 meeting, the COVID-19 Response Task Force discussed the 2020 Declaration for Resilience in Metro Vancouver Communities, expressing concern about lack of clarity between the higher level, aspirational preamble and the more prescriptive language in the declaration actions.

The task force discussed referring it back to the Regional Planning Committee for additional work and the alignment of the declaration with ongoing work to update the regional growth strategy, Metro 2040. A motion was made to refer it back to the Regional Planning Committee, but this was defeated in a tie vote. Subsequently, the Regional Planning Committee recommendation to advance the declaration to the Board for endorsement was defeated and the task force passed a resolution to receive the report for information. On October 9, 2020 the Regional Planning Committee considered the same report and endorsed the recommendation to forward the report to the COVID-19 Response Task Force for its consideration.

The Board received the report for information.

E 3.1 Reconciliation Discussion**APPROVED**

The Board directed staff to review the Truth and Reconciliation Commission's 94 Calls to Action and report back to the Indigenous Relations Committee with information and recommendations regarding reconciliation for consideration in anticipation of the Board's upcoming strategic planning session in early 2021.

E 4.1 Metro Vancouver External Agency Activities Status Report – October 2020**RECEIVED**

The Board received for information the following reports from Metro Vancouver representatives to external organizations:

- a) Delta Heritage Airpark Management Committee
- b) Fraser Valley Regional Library Board (FVRL)
- c) Fraser Basin Council Society
- d) Lower Mainland Local Government Association (LMLGA)
- e) Municipal Finance Authority of BC
- f) Pacific Parklands Foundation – Update from May 1, 2020 to October 1, 2020
- g) Sasamat Volunteer Fire Department Board of Trustees
- h) UBCM
- i) Western Transportation Advisory Council (WESTAC)

G 1.1 Amending Metro Vancouver 2040: Shaping our Future to Re-Designate Regional Parks Lands to Conservation and Recreation**APPROVED**

Metro Vancouver has an ongoing land acquisition program that adds lands to the regional parks system. Over recent years, Metro Vancouver has been acquiring properties throughout the region to add to the regional parks inventory. Of these property interests, 71 are currently designated either General Urban, Industrial, Rural, or some combination thereof in Metro Vancouver 2040: Shaping our Future (Metro 2040), the regional growth strategy. Regional Parks is requesting to update the maps in Metro 2040 to better reflect the current use of these lands as regional park or a greenway, therefore Metro Vancouver is initiating a Type 3 Minor Amendment to Metro 2040 to re-designate these property interests to a Conservation and Recreation regional land use.

The Board:

- a) initiated the Metro Vancouver 2040: Shaping our Future amendment process for a Type 3 Minor Amendment to the regional growth strategy to incorporate 71 individual regional land use designation changes to Conservation and Recreation to reflect the acquisition of these property interests by Metro Vancouver Regional Parks;
- b) gave first, second and third readings to “Metro Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1310, 2020”; and
- a) directed staff to notify affected local governments and appropriate agencies as per Section 6.4.2 of Metro Vancouver 2040: Shaping our Future.

G 2.1 MVRD Notice of Bylaw Violation Enforcement and Dispute Adjudication Amending Bylaw No. 1311, 2020**APPROVED**

A range of tools, including notices of bylaw violation and municipal tickets, can be used to promote compliance with Metro Vancouver’s bylaws.

The Greater Vancouver Regional District (GVRD) Notice of Bylaw Violation Enforcement and Dispute Adjudication Bylaw No. 1117, 2010 (Bylaw 1117) allows contraventions to be addressed through a Notice of Bylaw Violation where enforcement is needed, as an initial enforcement measure.

The Board gave first, second and third readings to Metro Vancouver Regional District Notice of Bylaw Violation Enforcement and Dispute Adjudication Amending Bylaw No. 1311, 2020; then passed and finally adopted said bylaw.

G 2.2 MVRD Ticket Information Utilization Amending Bylaw No. 1312, 2020

APPROVED

A range of tools, including municipal tickets and notices of bylaw violation, can be used to achieve compliance with Metro Vancouver Bylaws. The Greater Vancouver Regional District (GVRD) Ticket Information Utilization Bylaw No. 1050, 2006, as amended, (Bylaw 1050) allows offences to be addressed by issuing Municipal Ticket Information (MTI). Officers can consider the use of an MTI where the enforcement matter is serious but where the possibility of a more expedited prosecution is appropriate.

New offences were created with the adoption of the residential indoor wood burning bylaw and amendments to the automotive refinishing bylaw. Proposed amendments to Bylaw 1050 identify the new offences for which an MTI may be issued and authorize officers to issue an MTI with the accompanying fine. Additional amendments to Bylaw 1050 are also proposed in relation to offences under other emission regulation bylaws to enhance the tools available for enforcement action.

The Board gave first, second and third readings to Metro Vancouver Regional District Ticket Information Utilization Amending Bylaw No. 1312, 2020; then passed and finally adopted said bylaw.

G 3.1 MVRD 2021 Budget and 2021 – 2025 Financial Plan and Five Year Bylaw

APPROVED

Following the planning process outlined at the June 5 Board Budget Workshop, the MVRD 2021 Annual Budget and 2021–2025 Financial Plan was brought forward for consideration and approval. The financial plan was developed based on a detailed budgeting process designed to forecast anticipated future revenue requirements to cover operating expenditures, capital expenditures, and debt servicing costs over the next five years. Staff also brought forward a request to authorize the application of 2021 reserve funds which required the approval of the MVRD Board pursuant to the Board's Operating, Discretionary, and Statutory Reserves Policy.

The Board:

1. Approved the 2021 Annual Budget and endorse the 2021–2025 Financial Plan as presented in the following schedules:
 - Revenue and Expenditure Summary
 - Air Quality
 - E911 Emergency Telephone Service
 - Electoral Area Service
 - General Government Administration
 - General Government Zero Waste Collaboration Initiatives
 - Housing Planning and Policy

- Regional Economic Prosperity
- Regional Emergency Management
- Regional Employer Services
- Regional Global Positioning System
- Regional Parks
- Capital Programs & Project Totals - Regional Parks
- Regional Planning

2. Approved the 2021 Annual Budget and endorsed the 2021–2025 Financial Plan presented for the Sasamat Fire Protection Service, and shown in the following schedules:

- Revenue and Expenditure Summary
- Sasamat Fire Protection Service

3. Approved the 2021 Reserve Applications as presented; and

4. Gave first, second and third readings to Metro Vancouver Regional District 2021 to 2025 Financial Plan Bylaw No. 1313, 2020; then passed and finally adopted said bylaw.

I 1 Committee Information Items and Delegation Summaries

RECEIVED

The Board received information items from Standing Committees.

Indigenous Relations Committee – October 8, 2020

Information Items:

5.3 Quarterly Report on Reconciliation Activities

This report provided a summary of reconciliation activities undertaken by Metro Vancouver over the past several months as well as information on upcoming events and activities planned for 2020.

Performance and Audit Committee – October 15, 2020

Information Items:

5.2 Interim Financial Performance Report – August 2020

The projected overall operational surplus for 2020 for Metro Vancouver's functions is at \$5.7 million on an approved budget of \$894.3 million (or slightly less than 0.7% of the approved budget.) Historically, Metro Vancouver has observed a surplus of 3%–5% per annum. For the 2020 year, alongside the ratepayers and the residents and businesses of the Region, Metro Vancouver is facing extraordinary circumstances and financial pressures as a result of the COVID-19 pandemic. As the year progresses and financial impacts to Metro Vancouver are monitored, work plans will be adjusted as might be required to adapt to the changing circumstances along with any substantial financial pressures that may arise to minimize financial impacts to final results while also examining all opportunities for mitigation while maintaining service levels.

5.3 Capital Program Expenditure Update as at August 31, 2020

This is the second report for the 2020 fiscal year and covers the eight months ending August 31, 2020. For the 2020 year, alongside the ratepayers and the residents and businesses of the region, Metro Vancouver has faced extraordinary circumstances and financial pressures as a result of the COVID-19 pandemic event. Work plans have been adjusted as required to adapt to the changing circumstances and to minimize financial impacts while also examining all opportunities for mitigation while maintaining service levels.

For the eight months of 2020, Metro Vancouver's capital expenditures were approximately 47.9% of prorated budget, and are forecast to finish the year at 71% of budget. Any surplus resulting from capital program variance at the end of the year, per policy, will be used in future years to fund capital and avoid debt.

5.5 Investment Position and Returns – June 1 to August 31, 2020

The estimated annualized return for Metro Vancouver's investment portfolio as at August 31, 2020 was 1.60% for Short-Term, 2.43% for Long-Term, and 2.58% for the Cultural Reserve Fund. Investment performance has met policy expectations for the current period and exceeded all its benchmarks. As the previous report included results and balance information up to May 31, 2020, the current report covers June through August 2020. The interest rates are expected to remain low for the foreseeable future. Metro Vancouver's overall rate of return will continue to be pressed lower as a significant portion of the portfolio will be placed in short-term products and held in cash for liquidity.

5.6 Tender/Contract Award Information – June 2020 to August 2020

During the period June 1, 2020 and August 31, 2020, the Purchasing and Risk Management Division issued 13 new contracts, each with a value in excess of \$500,000 (exclusive of taxes). In addition, there were 8 existing contracts requiring contract amendments which necessitate further reporting to the Performance and Audit Committee. All awards and amendments were issued in accordance with the "Officers and Delegation Bylaws 1208, 284 and 247 – 2014" and the "Procurement and Real Property Contracting Authority Policy." For this same period year over year, awards made in excess of \$500,000 continue to trend down by approximately 38%.

Climate Action Committee – October 16, 2020

Information Items:

5.5 Summary of Feedback on Proposals to Regulate Emissions from Cannabis Production and Processing

Emissions from cannabis production and processing include volatile organic compounds (VOC) which contribute to the formation of harmful ground-level ozone. Metro Vancouver has been exploring proposals to manage VOC emissions from cannabis production and processing. A discussion paper that summarized potential regulatory proposals to reduce air emissions from the cultivation, harvesting, and processing of cannabis was published in May 2019, and used as the basis for consultation with a wide range of stakeholders from June to November 2019. Based on the feedback received, an additional period of engagement with several key stakeholders is planned, in order to reach a clearer understanding of key issues, better align with Provincial initiatives, and explore industry-based solutions.

Greater Vancouver Water District

E 1.1 Award of Contract Resulting from Request for Proposal No. 20-098: Water Design & Construction Projects - Project Management Services (2020) **APPROVED**

On June 22, 2020, GVWD issued Request for Proposal (RFP) No. 20-098: Water Design & Construction Projects – Project Management Services (2020). RFP No. 20-098 was a result of a Request for Qualifications (RFQ) No. 19-329 in which five proponents were pre-qualified. All five proposals were received in response to the RFP. The Board approved the award of a contract in the amount of up to \$6,236,880 (exclusive of taxes) to ColliersProject Leaders Inc., subject to final review by the Commissioner.

G 1.1 GVWD 2021 Budget and 2021 – 2025 Financial Plan **APPROVED**

Following the planning process outlined at the June 5 Board Budget Workshop, the GVWD 2021 Annual Budget and 2021–2025 Financial Plan was brought forward for consideration and approval. The financial plan was developed based on a detailed budgeting process that is designed to forecast anticipated future revenue requirements to cover operating expenditures, capital expenditures, and debt servicing costs over the next five years.

The water rate increase to the peak season is expected to pay dividends over the next few years by supporting the transition to a stronger culture of water conservation regionally (especially during summer months). Staff also brought forward a request to authorize the application of 2021 reserve funds which required the approval of the GVWD Board pursuant to the Board's Operating, Discretionary, and Statutory Reserves Policy.

The Board:

1. Approved the 2021 Annual Budget and endorsed the 2021–2025 Financial Plan as presented in the following schedules:

- Revenue and Expenditure Summary
- Water Services
- Capital Programs Project Totals — Water Services

2. Approved the 2021 Reserve Applications as presented; and

3. Set the Water Rate for 2021 at:

- \$0.9546 per cubic metre for June through September; and
- \$0.7119 per cubic metre for January through May and October through December.

I 1 Committee Information Items and Delegation Summaries**RECEIVED**

The Board received an information item from a Standing Committee.

Water Committee – October 15, 2020

Information Items:

5.5 Water Services Capital Program Expenditure Update to August 31, 2020

The capital expenditure reporting process as approved by the Board provides for regular status reports on capital expenditures three times per year. This is the second report for 2020 which includes both the overall capital program for Water Services with a multi-year view of capital projects and the actual capital spending for the 2020 fiscal year to August 31, 2020 in comparison to the prorated annual budget. In 2020 the annual capital expenditures for Water Services are \$148.1 million to date compared to a prorated annual capital budget of \$265.0 million. Forecasted expenditures for the current Water Services capital program remain within the approved budgets through to completion.

Greater Vancouver Sewage and Drainage District**E 1.1 Grant Funding Application for Effluent Heat for Renewable Natural Gas Project****APPROVED**

The proposed Lulu Island Wastewater Treatment Plant (LIWWTP) Effluent Heat for Renewable Natural Gas project will reduce regional greenhouse gas emissions and generate ongoing revenues, in support of Climate 2050 and Integrated Liquid Waste and Resource Recovery Plan goals. The project will install effluent heat recovery equipment that will displace on-site biogas use. Displaced biogas will instead be cleaned and sold to FortisBC as renewable natural gas (RNG), for use throughout the region, reducing regional greenhouse gas emissions.

The Board endorsed the grant funding application of \$3,926,000 for the Lulu Island Wastewater Treatment Plant Effluent Heat for Renewable Natural Gas Project through the CleanBC Communities Fund.

G 1.1 GVS&DD 2021 Budget and 2021 – 2025 Financial Plan**APPROVED**

Following the planning process outlined at the June 5 Board Budget Workshop, the GVS&DD 2021 Annual Budget and 2021–2025 Financial Plan was brought forward for consideration and approval. The financial plan was developed based on a detailed budgeting process that is designed to forecast anticipated future revenue requirements to cover operating expenditures, capital expenditures, and debt servicing costs over the next five years.

Staff also brought forward a request to authorize the application of 2021 reserve funds which requires the approval of the GVS&DD Board pursuant to the Board's Operating, Discretionary, and Statutory Reserves Policy.

The Board:

1. Approved the 2021 Annual Budget and endorsed the 2021–2025 Financial Plan as presented in the following schedules:
 - Revenue and Expenditure Summary
 - Liquid Waste Services
 - Capital Programs Project Totals – Liquid Waste Services
 - Solid Waste Services
 - Capital Programs Project Details – Solid Waste Services; and
2. Approved the 2021 Reserve Applications as presented.

G 2.1 GVS&DD Tipping Fee and Solid Waste Disposal Regulation Amendment Bylaw No. 341, 2020 **APPROVED**

The Board:

1. Approved the following amendments to the Tipping Fee Bylaw, effective January 1, 2021:
 - a. Tipping fees to change as follows:
Tipping fees for garbage (per tonne):
 - i. Municipal garbage \$117
 - ii. Up to 1 tonne \$151
 - iii. 1 tonne to 9 tonnes \$129
 - iv. 9 tonnes and over \$103
 - b. Generator levy at \$48 per tonne (included in tipping fee);
2. Gave first, second and third readings to Greater Vancouver Sewerage and Drainage District Tipping Fee and Solid Waste Disposal Regulation Amendment Bylaw No. 341, 2020; then passed and finally adopted said bylaw.

I 1 Committee Information Items and Delegation Summaries

RECEIVED

The Board received information items from Standing Committees.

Performance and Audit Committee – October 15, 2020

Information Items:

5.4 Semi-Annual Report on GVS&DD Development Cost Charges

Total GVS&DD Development Cost Charges (DCCs) collected in the first half of 2020 were \$33.4 million (up from \$23.7 million in the prior year.) This is due primarily to the rate increase which came fully into effect in May 2019 combined with a steady stream of developments in the region. Building permit activity in the region has been relatively consistent over the last 18 months with the January–June 2020 permit value being close to \$5.8 billion. The bulk of this activity has been in the residential development sector (averaging close to 70% of building permit values over the period January 2019 to June 2020) with the balance being generated in the industrial (3%), commercial (21%) and institutional/governmental (6%) development

sectors over the same period. The total GVS&DD DCCs that are currently held in reserve at December 31, 2019 are \$227.6 million.

Zero Waste Committee – October 16, 2020

Information Items:

5.4 Waste Composition Program Plan

Metro Vancouver monitors waste composition annually to obtain valuable estimates of the types and quantities of material disposed in the region. Metro Vancouver is proposing a waste composition schedule to align with and provide baseline data for Metro Vancouver's new solid waste management plan, while building upon existing waste composition data. Under the new schedule, full-scale waste composition studies and studies focusing on the multi-family and commercial/institutional sectors, which represent the greatest opportunities for increasing recycling, would be conducted annually for the next three years during the solid waste management plan development process. Studies would be completed every other year thereafter. A consistent waste composition study schedule will allow for effective monitoring of trends in waste disposal for all types of waste generators.

5.5 Solid Waste Services Capital Program Expenditure Update as of August 31, 2020

The capital expenditure reporting process as approved by the Board provides for regular status reports on capital expenditures three times per year. This is the second report for 2020 which includes the overall capital program for Solid Waste Services with a multi-year view of capital projects and the actual capital spending for the 2020 fiscal year to August 31, 2020 compared to the prorated annual budget. To date in 2020, the annual capital expenditures for Solid Waste Services are \$22.3 million compared to a prorated Capital Budget of \$59.0 million. Forecasted expenditures for the current Solid Waste Services capital program remain within the approved budgets through to completion.

Metro Vancouver Housing Corporation

E 1.1 MVHC Financing of Heather Place Phase 1 Redevelopment

APPROVED

A revised resolution for the Heather Place redevelopment project was required to allow the British Columbia Housing Management Commission (BCHMC) to proceed with the tendering of the take-out loan.

The Board:

1. Approved the borrowing of up to \$17,500,000 as required to facilitate the construction of a housing project located at 733/773 14th Avenue West, Vancouver, B.C. in accordance with the loan commitment letter dated April 28, 2020 issued by BCHMC to MVHC; and
2. Approved the execution and delivery of all documents required by BCHMC or the lender of the monies, as applicable, in such form and containing such terms, covenants, provisos and conditions as are satisfactory to or required by any of them, including without limitation a mortgage, assignment of rents, security agreement, assignment of project agreements (and any assignments



and modifications thereto as approved by BCHMC) and affordable housing agreement (if applicable); and

3. Directed that any two officers or directors, or any one director together with any one officer of the MVHC, for and on behalf of the MVHC be and are hereby authorized to execute and deliver under the seal of the MVHC or otherwise, all such deeds, documents and other writings and to do all such acts and things in connection with the Property, the Project or the financing as they, in their discretion, may consider to be necessary or desirable for giving effect to this resolution and for the purpose of fulfilling the requirements of BCHMC or the lender of the monies.

G 1.1 VHC 2021 Budget and 2021 – 2025 Financial Plan

**APPROVED
RECEIVED**

Following the planning process outlined at the June 5 Board Budget Workshop, the MVHC 2021 Annual Budget and 2021–2025 Financial Plan was brought forward for consideration and approval. The financial plan was developed based on a detailed budgeting process that is designed to forecast anticipated future revenue requirements to cover operating expenditures, capital expenditures and debt servicing costs over the next five years. Staff also brought forward a request to authorize the application of 2021 reserve funds which required the approval of the MVHC Board pursuant to the Board's Operating, Discretionary, and Statutory Reserves Policy.

The Board:

a) Approved the 2021 Annual Budget and endorse the 2021–2025 Financial Plan as presented in the following schedules:

- Revenue and Expenditure Summary
- Housing
- Capital Programs Project Totals – Housing; and

b) Approved the 2021 Reserve Applications as presented.

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For Metro Vancouver meetings on Friday, November 27, 2020

Please note these are not the official minutes. Board in Brief is an informal summary. Material relating to any of the following items is available on request from Metro Vancouver. For more information, please contact:

Greg.Valou@metrovanancouver.org.

Metro Vancouver Regional District**Election of Board Chair**

The Board elected Sav Dhaliwal to the position of Board Chair, by acclamation.

Election of Board Vice Chair

The Board elected Linda Buchanan to the position of Board Vice Chair, by acclamation.

E 1.1 Metro 2040 Housing Policy Review - Recommendations**APPROVED**

The Metro 2040 Housing Policy Review is one of several themed policy reviews being undertaken to inform Metro 2050, the update to the regional growth strategy. To improve the regional growth strategy actions relating to housing and guide the development of new and amended policy language in Metro 2050, staff proposed the following eight recommendations:

1. Create a stand-alone housing goal area in Metro 2050;
2. Expand the regional growth strategy's role with regards to housing;
3. Introduce a regionally endorsed, shared definition of housing affordability or affordable housing;
4. Introduce more robust requirements for the adoption of Housing Action Plans;
5. Add housing performance measures and indicators with improved data availability to promote regular monitoring;
6. Reference the Metro Vancouver Housing 10-Year Plan (2019);
7. Apply a social equity lens to the housing policy framework; and
8. Incorporate policy language to address the impacts of climate change and natural hazards.

The MVRD Board endorsed the Metro 2040 Housing Policy Review recommendations as presented as the basis for updating the housing related policies in the regional growth strategy.

E 1.2 Metro 2040 Transport Policy Review - Policy Options and Recommendations**APPROVED**

The Metro 2040 Transport Policy Review is one of several themed policy reviews being undertaken to inform Metro 2050, the update to the regional growth strategy. To update and improve the regional growth strategy actions relating to transportation and guide the development of new and amended policy language in Metro 2050, staff proposed the following six recommendations:

Reviewed by:

CAO

1. Include policy actions to increase the development of affordable, rental housing near transit;
2. Develop a regional parking strategy;
3. Ensure that planned transportation investments support Metro 2050, including by updating the shortlist of priority transit corridors and transit-oriented growth overlays that guide development around the frequent transit network and aligning land uses with the goods movement network;
4. Ensure land use and transportation planning processes in adjacent regional districts consider the inter-regional impacts on growth patterns and transportation outcomes;
5. Increase opportunities for active transportation by accelerating the buildout of regional and municipal active transportation infrastructure; and
6. Explore opportunities to manage air quality and noise impacts of the transportation system on adjacent residential land uses.

The Board endorsed the Metro 2040 Transport Policy Review recommendations as presented as the basis for Metro 2050 transportation policy updates.

E 1.3 Metro 2040 Complete Communities Policy Review Recommendations

APPROVED

The Metro 2040 Complete Communities Policy Review explored the policy research, current practices, emerging trends and challenges, and engaged the public and municipal planning, health authority, provincial staff and select non-profit organizational staff in the region, to identify areas of possible policy improvements. Five directions for making minor, yet important, updates to Strategy 4.2 were recommended, including:

1. Complete Community Definition – Update and clarify the definition of a complete community, to ensure the concept can be applicable throughout the region;
2. Emerging Priorities – Update Strategy 4.2 to reflect emerging priorities such as climate change, resiliency, social equity, health outcomes, seniors, and child care;
3. New Performance Measures – Introduce new performance measures to monitor equitable access to important community services and amenities at a regional level;
4. Health Impact and Social Needs Assessment – Encourage member jurisdictions to prepare health impacts assessments and social needs assessments for new local area plans; and
5. Urban Design and Accessibility – Encourage better use of urban design to facilitate community social connections, improve accessibility, and respond to the needs of children, seniors and those experiencing disabilities.

The Board endorsed the Metro 2040 Complete Communities Policy Review recommendations as presented as the basis for updating Strategy 4.2 of the regional growth strategy.

E 1.4 Metro 2040 Rural Policy Review Recommendations

APPROVED

Lands with a “rural” regional land use designation in Metro Vancouver make up 2.6% of the regional land base. These lands are located outside the Urban Containment Boundary and the defining feature is that they do not require the provision of urban services such as sewer or transit. Rural areas are not intended as future urban development areas, and generally will not have access to regional sewer services.

In Metro 2040, a lack of clarity of what constitutes “rural use” has created expectations for urban densities that put the well-established growth management principle of urban containment at risk and can erode the cost efficiencies of providing utilities and other community services. During the Metro 2040 Rural Policy Review, no consensus was reached on changes to rural policies except for two minor updates to Strategy 1.3 including the following:

1. Improve the definition of the “rural” regional land use designation to support the growth management principles of urban containment; and
2. Consider actions to retain sensitive ecosystems in rural areas.

However, there is ongoing pressure for cluster development and small lot subdivision in the region’s rural areas, as well as a misconception regarding their role in accommodating future urban development, which is of significant concern and risk in terms of the integrity of the region’s urban containment boundary and the efficient provision of urban infrastructure including utilities and transit.

The Board endorsed the Rural Policy Review recommendations as presented as the basis for updating Strategy 1.3 of the regional growth strategy.

E 1.5 The Future of B.C.’s Food System Report - Alignment with Metro Vancouver Policies APPROVED

At the June 2020 Regional Planning Committee, staff were directed to assess the alignment of the B.C. Food Security Task Force’s report, *The Future of B.C.’s Food System*, with current Metro Vancouver policies and plans. One of the actions resulting from this work identified the use of lands within the Agricultural Land Reserve to be used for the purposes of expanding agriculture technology and industrial activities. Presently, Metro Vancouver’s policies and plans support agri-industrial, but not the conversion of agricultural land to an agri-industrial zone in the ALR, as it would lead to undesirable impacts such as increased speculation, demand for regional sewerage services outside the Urban Containment Boundary and potential loss of the region’s capacity to produce food.

The Board resolved to send correspondence to the Premier of British Columbia and the Minister of Agriculture to express:

- a) Support for the first three B.C. Food Security Task Force recommendations in The Future of B.C.’s Food System report;
- b) That it does not support the proposal to establish an agri-industrial zone in the Agricultural Land Reserve; and
- c) Support for maintaining the authority of the Agricultural Land Commission to determine the appropriateness of agri-tech uses in the Agricultural Land Reserve.

E 1.6 Metro Vancouver 2040: Shaping our Future - 2019 Annual Performance Monitoring Report RECEIVED

The Local Government Act and Metro 2040 require the preparation of an annual report on the regional growth strategy’s progress. The 2019 Annual Performance Monitoring Report provides a summary update on the performance measures with relevant annual change and available data.

A complete profile of Metro 2040 performance measures with a detailed data breakdown is available in the Metro 2040 Performance Monitoring Dashboard on the Metro Vancouver website. The region is doing well in terms of containing growth within the Urban Containment Boundary as well as directing residential growth to urban centres and along the Frequent Transit Network. However, the region is challenged to focus employment growth to these same locations, and is not on track to meet its GHG reduction targets. In addition, attention needs to be paid to the ongoing loss of sensitive ecosystems, primarily in areas within the UCB slated for growth.

The Board received the report for information and will forward a copy to the Province of BC's Ministry of Municipal Affairs and Housing, Local Government Division.

E 2.1 Consultation on Proposed Amendments to Air Quality Permit and Regulatory Fees **RECEIVED**

An engagement process is underway to amend Metro Vancouver's air quality management fees bylaw (Bylaw 1083), which was adopted in 2008 to assess fees for the discharge of air contaminants. Public opinion research was carried out as a first phase of this work, and sought to understand public opinions on how Metro Vancouver residents feel the air quality regulatory services should be funded.

Respondents indicated that businesses that emit pollutants should cover most or all of the cost for regulating their emissions, and that fees should be scaled in accordance with the amount and degree of harm of the pollutants discharged. To inform the next phase of engagement, staff have prepared a discussion paper with proposed amendments to Bylaw 1083, and will seek feedback from a broad range of stakeholders and interested parties.

The Board received the report for information.

E 3.1 Kanaka Creek Regional Park – Contribution Agreement for Operation of the Kanaka Creek Bell-Irving Hatchery 2021 – 2023 **APPROVED**

The Board approved a contribution agreement between the Metro Vancouver Regional District and the Kanaka Education and Environmental Partnership Society toward the operation of the Kanaka Creek Bell Irving Hatchery for a three-year term in the amount of \$21,000 annually, commencing January 1, 2021 and ending on December 31, 2023.

This contribution agreement supports the society's operations at Kanaka Creek Bell-Irving Hatchery, with respect to fish production, conservation and community involvement activities. Metro Vancouver's contribution is combined with an annual contribution of \$25,000 from the Canadian Federal Department of Fisheries and Oceans to fund a hatchery manager and related fish production and administration costs.

E 3.2 Regional Greenways 2050 **APPROVED**

Regional Greenways 2050 is the region's shared vision for a network of recreational multi-use paths for cycling and walking that connects residents to parks, protected natural areas, and communities to support regional liveability.

The Regional Greenways 2050 plan identifies benefits, current challenges, provides an updated vision for a gap-free system of regional greenways, and contains an implementation framework that focuses on actions that can be undertaken in the next five years that will enable measurable progress toward this long term vision.

The Board approved the Regional Greenways 2050 plan and directed staff to include the Regional Greenways Network and supporting policies, as appropriate, in the update of the regional growth strategy, Metro 2050.

E 3.3 Campbell Valley Regional Park – Engagement Results and Management Plan

APPROVED

In 2019, work commenced to update the 1989 Campbell Valley Regional Park Management Plan and the 1998 Management Plan Review. The management plan expresses a long term vision to guide the park over a 20-year horizon and is based on the existing park program and uses.

This report reviews the results of the second phase of engagement on the draft management plan and recommends adoption of the management plan. Second phase of engagement showed overall support for the areas of focus, vision and plan. Detailed feedback relating to trail-use resulted in refinements to the final Campbell Valley Regional Park Management Plan.

The Board approved the Campbell Valley Regional Park Management Plan as presented.

E 4.1 Fraser Basin Council – Contribution Agreement 2021-2023

APPROVED

The Fraser Basin Council and Metro Vancouver have worked together since 1997 on environmental and community resiliency initiatives. The current three-year contribution agreement with the Fraser Basin Council expires on December 31, 2020.

The Board approved a three-year contribution agreement with the Fraser Basin Council for an annual amount of \$300,000 for the term January 1, 2021 to December 31, 2023.

E 4.2 Environmental, Social and Governance (ESG) and Socially Responsible Investment (SRI) Strategy

APPROVED

Metro Vancouver is well positioned to take advantage of the growing trend of environmental, social and governance (ESG) investing, and is taking a relatively early look at its inclusion in the investment portfolio. While the ESG landscape is still immature and rapidly evolving, it was proposed that Metro Vancouver take incremental, steady and measured steps to include ESG investments in its portfolio over a lengthy period of time. This strategy will allow Metro Vancouver to take advantage of potentially higher yields from ESG which may be anticipated in time, without the increased risk within the portfolio which has the potential to create unanticipated shocks.

The Board endorsed the recommended strategy to gradually implement ESG/SRI (socially responsible investment) practices in Metro Vancouver's investments and endorsed the proposed update to the Corporate Investment Policy to reflect exclusion of investments in fossil fuels.

E 4.3 2020 Budget – Status of Reserves**APPROVED**

This report outlines Metro Vancouver's reserve application and transfer update for the 2020 budget, as the original budget contains reserve allocations based on forecasts and estimates. The Operating, Statutory and Discretionary Reserve Policy sets out the principles and requirement that guide the establishment, use and management of Metro Vancouver's reserves.

Metro Vancouver uses historical operating surpluses and excess reserve funds over the thresholds outlined in the policy to avoid future capital debt requirements, to fund future equipment purchases, or fund other approved expenditures. The total Metro Vancouver 2019 annual surplus of \$21.3 million has been used to ensure that the operating reserves for the entities and functions meet the policy requirements, and then applied for debt avoidance and other one-time projects.

The Board approved the application and transfer of reserves related to the expenditures and provisions as set out in Schedule 1 of the report.

G 1.1 MVRD Regional Parks Regulation Amending Bylaw No. 1314, 2020 – Amends Bylaw 1177, 2012**APPROVED**

The Regional Parks Regulation Bylaw sets out prohibitions and a system for permitted use designed to regulate park visitor behaviour and activities. It also includes a schedule of fees and charges.

Regulatory amendments were being proposed to address a number of definitions described in the report including a "regional park," and age categories including "child," "young person," "adult," "senior," a "youth group," and "youth." An amendment was recommended to affirm that dogs, horses and other domestic animals will be prohibited at the new Widgeon Marsh Regional Park. Recommended amendments to Schedule A – Fees and Charges also addressed parking permits, commercial use permitting, the rental of outdoor and indoor facilities, special events, and cancellations. And finally, an amendment was recommended to provide clarification regarding the mooring of watercraft.

The Board gave first, second and third readings to Metro Vancouver Regional District Regional Parks Regulation Amending Bylaw No. 1314, 2020; then passed and finally adopted said bylaw.

G 1.2 MVRD Notice of Bylaw Violation Enforcement and Dispute Adjudication Amending Bylaw 1315, 2020 – Amends Bylaw 1117, 2010**APPROVED**

A range of tools, including notices of bylaw violation and municipal tickets, can be used to promote compliance with Metro Vancouver's bylaws. The Greater Vancouver Regional District (GVRD) Notice of Bylaw Violation Enforcement and Dispute Adjudication Bylaw No. 1117, 2010 (Bylaw 1117) allows

contraventions to be addressed through a Notice of Bylaw Violation where enforcement is needed, as an initial enforcement measure.

Recommended amendments to Schedule A adjust the wording under “Authorized Words or Expressions” for Section 9.3 from “Mooring Where Not Allowed” to “Unauthorized Mooring.” This amendment is meant to better align with the proposed amendment to the Regional Parks Regulation Bylaw No. 1177.

The Board gave first, second and third readings to Metro Vancouver Regional District Notice of Bylaw Violation Enforcement and Dispute Adjudication Amending Bylaw No. 1315, 2020; then passed and finally adopted said bylaw.

G 1.3 MVRD Ticket Information Utilization Amending Bylaw 1316, 2020 – Amends Bylaw 1050, 2006

APPROVED

A range of tools, including municipal tickets and notices of bylaw violation, can be used to achieve compliance with Metro Vancouver bylaws. The Greater Vancouver Regional District (GVRD) Ticket Information Utilization Bylaw No. 1050, 2006, as amended, (Bylaw 1050) allows offences to be addressed by issuing Municipal Ticket Information (MTI). Officers can consider the use of an MTI where the enforcement matter is serious but where the possibility of a more expedited prosecution is appropriate.

A recommended amendment to Schedule B adjusted the wording under “Authorized Words or Expressions” for Section 9.3 from “Mooring Where Not Allowed” to “Unauthorized Mooring” to better align with amendments to the Regional Parks Regulation Bylaw No. 1177.

The Board gave first, second and third readings to Metro Vancouver Regional District Ticket Information Utilization Amending Bylaw No. 1316, 2020; then passed and finally adopted said bylaw.

I 1 Committee Information Items and Delegation Summaries

RECEIVED

The Board received information items from Standing Committees.

Regional Planning Committee – November 6, 2020

Information Items:

5.1 Metro 2050 Q3/Q4 2020 Status Update

This report presents the Q3/Q4 2020 update including recent policy review technical updates, policy review recommendations, and engagement activity. Staff note that while some engagement audiences, municipal staff in particular, have expressed concern about a limited capacity to engage in light of the COVID-19 pandemic situation, most engagement activities have been effectively adapted to online formats and there is no need at this time to pause or delay the Metro 2050 process.

To date, the following Policy Review Recommendations have been endorsed by the Regional Planning Committee: Urban Centre and Frequent Transit Development Area, Industrial and Mixed Employment, Agriculture, and Environment.

Climate Action Committee – November 13, 2020

Information Items:

5.1 Update on Engagement for Clean Air Plan and Related Climate 2050 Roadmap Development

This report provides a summary of the climate action and air quality engagement program to support development of both Metro Vancouver's Clean Air Plan and the Climate 2050 Roadmap series. It highlights feedback received, and outlines how that feedback will be incorporated into the draft Clean Air Plan and Climate 2050 Roadmaps, currently being prepared by staff. Six discussion papers published throughout 2019 and 2020 outline potential goals and targets, and initial policies and actions for reducing emissions and adapting to the impacts of a changing climate in this region. Staff used these as the basis for engagement with the public, sector stakeholders, and other governments on opportunities and considerations.

5.3 Climate 2050 Discussion Paper on Water and Wastewater Infrastructure

In October 2019, the MVRD Board directed staff to begin an engagement process for a series of issue area discussion papers to support developing the Climate 2050 Roadmaps. Staff have developed a draft discussion paper on climate change issues related to managing water and wastewater infrastructure, including ways to reduce greenhouse gas emissions and adapt to a changing climate.

This discussion paper will support public, stakeholder and government engagement for Climate 2050 and the upcoming updates to the Drinking Water Management Plan and the Liquid Waste Management Plan. The draft Climate 2050 Discussion Paper on Water and Wastewater Infrastructure is being presented to the Climate Action Committee for information, and feedback provided will be incorporated into the final paper.

5.5 Air Aware: Air Quality and Citizen Science Project Results

Air Aware, a Sustainability Innovation Fund project, studied the strengths and limitations of small low-cost air quality monitoring sensors, how they might play a role in Metro Vancouver's air monitoring network, why the public are using them, and how Metro Vancouver can support sensor users. Volunteers measured outdoor air quality at their homes with small sensors provided by Metro Vancouver and gave feedback about their experience and reasons for measuring. The project found that small sensors can be easy to buy, set up, operate, and can help users understand how activities affect local air quality. However, there is limited guidance on small sensor performance and use, which can result in misleading air quality data. A website was created to help guide the public in the use and interpretation of small sensor data. Metro Vancouver sees potential in these sensors to supplement current air monitoring capabilities and continues to support small sensor initiatives.

5.6 Metro Vancouver Electric Vehicle Programs and DC Fast Charger Project Update

Accelerated electric vehicle (EV) adoption is a key greenhouse gas (GHG) reduction opportunity in the transportation sector, and Metro Vancouver's EV Programs aim to increase EV uptake as part of the Climate 2050 Transportation Roadmap. These programs include public outreach campaigns, online resources, and workplace info-sessions to promote public knowledge and use of EVs. Due to COVID-19, regular programming has been impacted and staff are developing a web-based program delivery strategy. To better understand EV charging needs and challenges, Metro Vancouver installed a direct current (DC) fast charger — funded by the Regional District Sustainability Innovation Fund — with the objectives of filling a gap in the regional network of charging stations and testing an innovative two-tiered pricing system. This report

presents the findings of the DC fast charger demonstration project, which incentivized quicker turnover between users. Going forward, staff will continue to deliver a suite of programs that support an EV-ready region.

Finance and Intergovernment Committee – November 18, 2020

Information Items:

5.4 School and Youth Leadership Program: Engaging K-12 Audiences Through Curriculum and Leadership Programs

The Metro Vancouver School and Youth Leadership Program aims to increase awareness about Metro Vancouver and its core services among the kindergarten through grade 12 (K–12) audience. Through this program, K–12 teachers and students are equipped with the understanding, skills, inspiration, and BC curriculum-connected tools to integrate Metro Vancouver content with their ongoing teaching, learning, and leadership initiatives. Resources, field trips, facility tours, teacher professional development workshops, and youth leadership programs are offered to engage K-12 audiences and promote understanding of regional sustainability topics including water, wastewater, waste, air quality, climate change, regional planning, and ecological health.

In 2019, the School and Youth Leadership Program reached approximately 1,200 K–12 teachers through professional development and 2,300 high school student leaders through youth leadership programs. In 2020, due to COVID-19, the program has focused on enhancing and developing new K–12 resources and pivoting to digital and virtual platforms.

Greater Vancouver Water District

E 1.1 Summer 2020 Water Supply Performance

RECEIVED

Significant water system improvements such as the Port Mann Main No. 2 North, South Delta Main No. 1 Replacement and Tilbury Valve chamber increased the capacity of the transmission system to efficiently meet peak summer demands over the 2020 summer season. These improvements helped to ensure that the water supply system performed without any significant stresses. Metro Vancouver must continue to focus on conservation initiatives as any sustained decrease in per capita consumption has the potential to have positive impacts on both system planning and operation. A sustained reduction in water use will also allow for the deferral of a number of growth-related projects as current assessments indicate that the new infrastructure will only be needed on the current timelines if summertime demand for drinking water continues to increase.

The Board received the report for information.

E 2.1 Project Delivery Best Practice Response – Project Estimating Framework

RECEIVED

In February 2020, Metro Vancouver formed the Project Delivery Department to respond to the complex challenges presented by the unprecedented scale of capital projects, the layers of complexity, and market influences. A high level review of Metro Vancouver practices related to project delivery was undertaken

shortly thereafter by an independent consultant and a group of experts with expertise in reviewing and constructing multibillion dollar projects. They identified strategic areas of opportunities within the areas of leadership, governance, commerce, stakeholder engagement, and technical knowledge.

The Board received the report for information.

E 2.2 2020 Budget – Status of Reserves

APPROVED

This report outlines Metro Vancouver’s reserve application and transfer update for the 2020 budget, as the original budget contains reserve allocations based on forecasts and estimates. The Operating, Statutory and Discretionary Reserve Policy sets out the principles and requirement that guide the establishment, use and management of Metro Vancouver’s reserves.

Metro Vancouver uses historical operating surpluses and excess reserve funds over the thresholds outlined in the policy to avoid future capital debt requirements, to fund future equipment purchases, or fund other approved expenditures. The total Metro Vancouver 2019 annual surplus of \$21.3 million has been used to ensure that the operating reserves for the entities and functions meet the policy requirements, and then applied for debt avoidance and other one-time projects.

The Board approved the application and transfer of reserves related to the expenditures and provisions as set out in Schedule 1 in the report.

I 1 Committee Information Items and Delegation Summaries

RECEIVED

The Board received an information item from a Standing Committee.

Water Committee – November 12, 2020

Information Items:

5.1 Regional Water Conservation Campaign and Water Regulations Communications 2020 Results

Metro Vancouver undertakes several communications initiatives annually to ensure water resources are used efficiently throughout the region. Key initiatives in 2020 included communication of the region-wide watering regulations and a regional communications campaign — the We Love Water campaign — to increase awareness of Metro Vancouver’s water system and the need for residential water conservation. The media strategy for both initiatives included broad reach through television, radio, print, and outdoor advertising, as well as targeted and weather-triggered digital tactics. In total, broadcast and digital promotions delivered over 40.5 million impressions. Post-campaign results revealed a significant increase in campaign awareness, with a regional survey confirming that 50% of the campaign’s target audience recalled seeing campaign advertising. Despite the campaign’s success, in 2021 Metro Vancouver will re-examine water conservation communications, recognizing that regional decreases in per capita water use have plateaued and that sustained reductions in water demand and an even stronger culture of water conservation throughout the region could potentially defer the need for additional water supply projects.

5.3 Next Generation Snowpack Monitoring

The Next Generation Snowpack Monitoring project started in 2019 with a goal to investigate emerging remote sensing technologies for measuring snowpack in the water supply areas. Funding for this project is provided through the corporate Sustainability Innovation Fund at a total value of \$160,000 over three years.

New remote sensing technologies will greatly improve our understanding of the extent and variability of the snowpack in a changing climate. Given its importance to the regional water supply, having a complete and accurate understanding of snow conditions in the watersheds will assist Water Services to effectively manage future demands, promote water conservation, and develop plans to ensure the short and long-term resilience of the source water supply.

5.4 Watershed Fisheries Initiatives Annual Update

Metro Vancouver manages and participates in fisheries initiatives both upstream and downstream of the dams that define the three water supply areas in the Capilano, Seymour and Coquitlam River watersheds. A number of successful initiatives were completed over the past year, however, the Capilano Fish Trap and Truck Program was postponed for the 2020 field season due to COVID-19. Metro Vancouver strives to ensure fisheries protection and enhancement initiatives are evaluated, planned and implemented in a manner which consistently meets the Capilano Seymour Joint Water Use Plan and the Board Strategic Plan goal to work with First Nations and fisheries agencies in supporting the restoration of fish populations in the watersheds while maintaining the delivery of clean, safe drinking water.

Greater Vancouver Sewage and Drainage District

E 1.1 Coffee Cup Revolution Funding Support

APPROVED

The Bidders' Project. The Bidders' Project organizes the Coffee Cup Revolution event, enlisting the marginalized population of local bidders to collect discarded coffee cups and redeem them for a small cash 'refund.' The program is overseen by the charity known as MakeWay Charitable Society (formerly named Tides Canada). The Coffee Cup Revolution highlights the importance of reducing single use coffee cups while raising awareness of marginalized populations and green communities. Metro Vancouver has supported the event under a three-year funding agreement which expires in 2020.

The Board approved an agreement with the MakeWay Charitable Society in support of the Bidders' Project Coffee Cup Revolution for a three-year period in the amount of \$10,000 per year, commencing January 1, 2021 and ending December 31, 2023.

E 1.2 Metro Vancouver Solid Waste Facility Names

RECEIVED

This report presents updated names for Metro Vancouver's current solid waste facilities and names for two new facilities currently under construction and scheduled to open in 2021. The term "recycling and waste centre" will replace the term "transfer station" for Metro Vancouver solid waste facilities.

The names were selected following feedback received from external and internal audiences, through online surveys and polls at municipal staff committees. The Tipping Fee Bylaw will be updated for 2022 to include the new facility names.

The updates to Metro Vancouver solid waste facility names are as follows:

- United Boulevard Recycling and Waste Centre (new facility at 995 United Boulevard, Coquitlam)
- Central Surrey Recycling and Waste Centre (new facility at 6711 – 154 Street, at 154 Street and 67 Avenue, Surrey)
- North Surrey Recycling and Waste Centre (existing Surrey Transfer Station)
- North Shore Recycling and Waste Centre
- Maple Ridge Recycling and Waste Centre
- Langley Recycling and Waste Centre

The Board received the report for information.

**E 2.1 Award of Contract Resulting from Standing Request for Expression of Interest
SRFEOI No. 19-283: Biosolids Management**

APPROVED

Metro Vancouver biosolids have been beneficially used at OK Ranch since 2000 to restore and fertilize degraded rangeland. SYLVIS Environmental Services Inc. submitted a proposal to continue the beneficial use of biosolids at OK Ranch in response to the standing request for expressions of interest (SRFEOI) No. 19-283: Biosolids Management. SYLVIS has demonstrated successful management of biosolids for Metro Vancouver and proposed a reasonable price.

The Board approved award of a contract in the amount of up to \$7,548,000 (exclusive of taxes) to SYLVIS Environmental Services Inc. for biosolids management at OK Ranch, subject to final review by the Commissioner.

E 3.1 Project Delivery Best Practice Response – Project Estimating Framework

RECEIVED

In February 2020, Metro Vancouver formed the Project Delivery Department to respond to the complex challenges presented by the unprecedented scale of capital projects, the layers of complexity, and market influences. A high level review of Metro Vancouver practices related to project delivery was undertaken shortly thereafter by an independent consultant and a group of experts with expertise in reviewing and constructing multibillion dollar projects. They identified strategic areas of opportunities within the areas of leadership, governance, commerce, stakeholder engagement, and technical knowledge.

The Board received the report for information.

E 3.2 2020 Budget – Status of Reserves

APPROVED

This report outlines Metro Vancouver's reserve application and transfer update for the 2020 budget, as the original budget contains reserve allocations based on forecasts and estimates.

The Operating, Statutory and Discretionary Reserve Policy sets out the principles and requirement that guide the establishment, use and management of Metro Vancouver's reserves.

Metro Vancouver uses historical operating surpluses and excess reserve funds over the thresholds outlined in the policy to avoid future capital debt requirements, to fund future equipment purchases, or fund other approved expenditures. The total Metro Vancouver 2019 annual surplus of \$21.3 million has been used to ensure that the operating reserves for the entities and functions meet the policy requirements, and then applied for debt avoidance and other one-time projects.

The Board approved the application and transfer of reserves related to the expenditures and provisions as set out in Schedule 1 of the report as presented.

E 3.3 Establishment of a Task Force to Consider Reinstatement of Burrard Inlet Environmental Action Program – Fraser River Estuary Management Program (BIEAP – FREMP) Partnership

APPROVED

Since disbanding of the Burrard Inlet Environmental Action Program – Fraser River Estuary Management Program Partnership in 2013, there has been no central coordinating body for environmental management initiatives in the Metro Vancouver region and the former partnership agencies have continued to pursue various environmental initiatives independently of each other. The benefits of a coordinated planning, prioritization, inter-agency collaboration and information sharing have been widely recognized for efficiency and cost-effective management of public resources.

The Board resolved to write letters to the provincial minister of Environment and Climate Change Strategy; the provincial Minister of Forests, Lands, Natural Resource Operations and Rural Development; the federal Minister of Environment and Climate Change Canada; the federal Minister of Fisheries and Oceans Canada; the Vancouver Fraser Port Authority; and local First Nations to request their participation in a task force to consider feasibility of reinstating the Burrard Inlet Environmental Action Program – Fraser River Estuary Management Program Partnership, or the establishment of an equivalent multi-stakeholder partnership for coordinated environmental management in the Metro Vancouver region.

G 1.1 Greater Vancouver Sewerage and Drainage District Sewerage and Drainage Areas Boundaries Amending Bylaw No. 340, 2020 – Fraser Sewerage Area – Township of Langley

APPROVED

Metro Vancouver received a council resolution from the Township of Langley requesting that the Fraser Sewerage Area (FSA) be amended to include the property located at 1241 200 Street in the Township of Langley to facilitate a new sewer connection to the property. The property is currently serviced by an on-site treatment system. The property meets the provisions for sewer services under Metro 2040 as it is located within a Metro 2040 designated Sewerage Extension Area. A GVS&DD technical review indicates no financial impact on the FSA and negligible impact on the regional sewerage system.

The Board gave first, second and third readings to the Greater Vancouver Sewerage and Drainage District Sewerage and Drainage Areas Boundaries Amending Bylaw No. 340, 2020; then passed and finally adopted said bylaw.

I 1 Committee Information Items and Delegation Summaries**RECEIVED**

The Board received information items from Standing Committees.

Zero Waste Committee – November 6, 2020

Information Items:

5.1 Recycling and Solid Waste Management 2019 Report

Metro Vancouver produces an annual report on progress towards the waste reduction and recycling goals outlined in the Integrated Solid Waste and Resource Management Plan (ISWRMP). In 2019 the region's recycling rate dropped 1% from 64% to 63%, while the per capita disposal rate stayed constant at 0.48 tonnes. The recycling rate drop was primarily due to reduced recycling in the construction and demolition and commercial/institutional sectors. Construction and demolition recycling quantities dropped by approximately 65,000 tonnes, largely due to the closure of two large construction and demolition recycling facilities in the region at the end of 2018. Both facilities have since reopened. Metro Vancouver continues to be among the most successful communities in North America with respect to waste reduction and recycling. An update to the region's solid waste management plan has been initiated with the goals of accelerating waste reduction and recycling, reducing greenhouse gases, and promoting a circular economy maximizing local benefit.

Liquid Waste Committee – November 12, 2020

Information Items:

5.1 Liquid Waste Services Capital Program Expenditure Update as at August 31, 2020

The capital expenditure reporting process as approved by the Board provides for regular status reports on capital expenditures three times per year. This is the second report for 2020 which includes the overall capital program for Liquid Waste Services with a multi-year view of capital projects, and the actual capital spending for the 2020 fiscal year to August 31, 2020 in comparison to the prorated annual budget. As of August 31, the 2020 capital expenditures for Liquid Waste Services are \$270.7 million, compared to a prorated annual capital budget of \$588.9 million.

Forecasted expenditures for the current Liquid Waste Services capital program remain within the approved budgets. Expenditures for the year are expected to be about \$657.2 million, which represents approximately 74% of the approved capital budget. This is partially due to delays in some projects earlier in the year due to COVID-19.

5.4 2020 Regional Unflushables Campaign Results

The flushing of wipes and other items is an ongoing issue for the wastewater system, leading to clogs, damaged equipment and sewer overflows. The Regional Unflushables Campaign addresses seven problematic items for the wastewater system: wipes, paper towels, hair, dental floss, tampons and applicators, condoms, and medications. The campaign started March 16, earlier than its original planned May launch date, in response to the increased demand for wipes and paper towels because of COVID-19. The campaign ran in two phases between March and November. Campaign tactics were adjusted to focus

mainly on channels that reach people at home, including social media, television, a Daily Hive article and quiz, and Google Search, with some out-of-home messaging in hair salons, medical offices, and elevators later in the campaign. The campaign delivered over 30 million impressions and reached over 651,000 residents through social media, showing solid levels of engagement on those platforms.

Metro Vancouver Housing Corporation

E 1.1 2020 Budget – Status of Reserves

APPROVED

This report outlines Metro Vancouver's reserve application and transfer update for the 2020 budget, as the original budget contains reserve allocations based on forecasts and estimates. The Operating, Statutory and Discretionary Reserve Policy sets out the principles and requirement that guide the establishment, use and management of Metro Vancouver's reserves.

Metro Vancouver uses historical operating surpluses and excess reserve funds over the thresholds outlined in the policy to avoid future capital debt requirements, to fund future equipment purchases, or fund other approved expenditures. The total Metro Vancouver 2019 annual surplus of \$21.3 million has been used to ensure that the operating reserves for the entities and functions meet the policy requirements, and then applied for debt avoidance and other one-time projects.

The Board approved the application and transfer of reserves related to the expenditures and provisions as set out in Schedule 1 of the report.

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THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 8805

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

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

1. This Bylaw shall be known and cited for all purposes as **“Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2020, No. 8805” (518166 British Columbia Ltd., 801-925 Harbourside Drive and 18 Fell Avenue, CD-646 Text Amendment)**.
2. Part 11 of Division V: Comprehensive Development Regulations of Document “A” of “Zoning Bylaw, 1995, No. 6700” is hereby amended by:
 - A. In Section 1100 within the designation “CD-646 Comprehensive Development 646 Zone”, adding the following after Section B11:

(B12) Non-Residential Secure Bicycle Parking

 - (a) Secure Bicycle Parking that is required for any Use, other than a Residential Use, may be provided on a parcel other than the parcel containing the Use for which it is required, provided that the parcel is within the same Site as the Use for which it is required, and provided that the Secure Bicycle Parking is secured by legal agreement(s) in favour of the City that allows, among other things, access by the owners and employees of businesses located within the commercial units of the Site to the Secure Bicycle Parking area.

(B13) Accessory End Destination Facilities

- (a) Accessory End Destination Facilities may be provided as a shared amenity for each Site, rather than for individual parcels. Where Accessory End Destination Facilities are provided for multiple parcels, the number of facilities, outlined in Section 10A09, shall be calculated based on the combined total required Secure Bicycle Parking for non-residential Uses on those parcels. The Accessory End Destination Facilities shall be secured by legal agreement(s) in favour of the City that allows, among other things, access by the owners and employees of businesses located within the commercial units of the Site to the Accessory End Destination Facilities.

READ a first time on the 2nd day of November, 2020.

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READ a third time on the 23rd day of November, 2020.

ADOPTED on the <> day of <>, 2020.

MAYOR

CORPORATE OFFICER

THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 8809

**A Bylaw to authorize the expenditure of monies from the
Development Cost Charge (Parks) Reserve Fund
for the 2020 Project Plan Appropriations.**

WHEREAS the entire City is listed in “Development Cost Charges Bylaw, 2016, No. 8471” as an area where development cost charges for parks will be levied;

AND WHEREAS the acquisition of parkland is a capital cost permitted to be paid using Development Cost Charge funds under Section 566 (2) (b) of the *Local Government Act*;

NOW 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 “**Development Cost Charge (Parks) Reserve Fund Bylaw, 2020, No. 8809” (Purchase of Land for Park Purposes at 16th Street and St. Andrews Avenue).**
2. The following amount is hereby appropriated from the Development Cost Charge (Parks) Reserve Fund for the purpose of funding:
 - A. \$1,386,000 for the “16th Street and St. Andrews Avenue Park” project.

READ a first time on the 7th day of December, 2020.

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READ a third time on the 7th day of December, 2020.

ADOPTED on the <> day of <>, 2020.

MAYOR

CORPORATE OFFICER

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THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 8811

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

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

1. This Bylaw shall be known and cited for all purposes as **“Water Utility Bylaw, 1994, No. 6417, Amendment Bylaw, 2020, No. 8811”**.
2. “Water Utility Bylaw, 1994, No. 6417” is amended as follows:
 - A. SCHEDULES:
 - (1) Delete Schedule “A” in its entirety and replace with the new Schedule “A” attached to this bylaw.
 - (2) Delete Schedule “B” in its entirety and replace with the new Schedule “B” attached to this bylaw.
3. This Bylaw shall be effective as of the 1st day of January, 2021.

READ a first time on the 7th day of December, 2020.

READ a second time on the 7th day of December, 2020.

READ a third time on the 7th day of December, 2020.

ADOPTED on the <> day of <>, 2020.

MAYOR

CORPORATE OFFICER

SCHEDULE A

Water Services

2021 CONNECTIONS AND SEVERANCE RATES

1. Water Service Connections

Size	Fee
Standard 19 mm	\$5300
>19 mm	At Cost, with a minimum charge equal to the standard fee.

2. Water Service Severance

For Standard 19 mm Replacement	\$1200
>19 mm service replacement	At Cost, with a minimum charge equal to the standard fee.

3. Water Connection Reuse \$2500

4. Turn on/off \$50

5. Flat fee for installation and removal of temporary meter \$400

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

SCHEDULE B

2020 Water Use Rates

1. WATER RATES

1. For Temporary Service during construction

Building Size (Total Floor Area)

46 sq. m to 460 sq. m	\$165
Over 460 sq. m but not exceeding 4,600 sq. m	\$325
Over 4,600 sq. m but not exceeding 23,000 sq. m	\$540
Over 23,000 sq. m	\$860

2. Flat Rates (un-metered premises)

Single Unit Dwelling	\$514 per year
Duplexes (including infills) per unit	\$431 per year
Multiple Unit Dwellings (including extra living units within single unit dwellings, apartments, condominiums, garden apartments and coach houses) for each dwelling	\$301 per year
Stores, offices, other commercial premises not elsewhere designated; Churches and Public Halls per fixture	\$115 per year
Water Cooling Units	\$800 per year
Schools per Classroom	\$369 per year
Minimum charge for any service	\$514 per year

2. METERED WATER RATES

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

1.	January 1 to May 31	\$ 1.2823 per cubic metre
	June 1 to September 30	\$ 1.6029 per cubic metre
	October 1 to December 31	\$ 1.2823 per cubic metre

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

2. Metered Charges for Mixed Use Premises

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

3. MISCELLANEOUS CHARGES

1. Testing a Meter as Provided in Section 703

For meters 50 mm and smaller	\$350
For meters over 50 mm	\$500

4. DATE OF PAYMENT AND PENALTIES

1. FOR FLAT RATE (un-metered premises)

1. Rates set out above shall be due on the last business day in February each year.
2. A penalty of 2% shall be added to rates that are not paid on or before the last business day of February and a further penalty of 8% shall be added to rates that are not paid on or before the last business day of April in the year the rates are due.

2. FOR METERED PREMISES

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

THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 8812

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

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

1. This Bylaw shall be known and cited for all purposes as **“Sewerage and Drainage Utility Bylaw, 1995, No. 6746, Amendment Bylaw, 2020, No. 8812”**.
2. “Sewerage and Drainage Utility Bylaw, 1995, No. 6746” is amended as follows:
 - A. SCHEDULES:
 - (1) Delete Schedule “A” in its entirety and replace with the new Schedule “A” attached to this bylaw.
 - (2) Delete Schedule “B” in its entirety and replace with the new Schedule “B” attached to this bylaw.

READ a first time on the 7th day of December, 2020.

READ a second time on the 7th day of December, 2020.

READ a third time on the 7th day of December, 2020.

ADOPTED on the <> day of <>, 2020.

MAYOR

CORPORATE OFFICER

SCHEDULE A

Sewer and Drainage Services

2021 CONNECTION AND SEVERANCE FEES

1. SANITARY CONNECTION

Size	Fee
Standard 100mm Replacement or Relining	\$5,300
>100mm	At Cost, with a minimum charge equal to the standard fee
Inspection Chamber	\$2,500
Private Sewer Connection Inspection and Certification Deposit	\$2,500
Sanitary Severance	\$1,200

2. STORM CONNECTION

Size	Fee
Standard 150mm Replacement or Relining	\$5,100
>150mm	At Cost, with a minimum charge equal to the standard fee
Inspection Chamber	\$2,500
Storm Sewer Extension and Connection for Single Unit Developments exceeding \$150,000 and excluding subdivision	\$1,300 per linear metre based on the total width of the lot serviced
Storm Severance	\$1,200
Off-Site Stormwater Management Facility Fees	\$32 per square metre of premises lot area or at cost to provide works on public property
Storm Collection System Ditch Culvert	\$250 per linear metre based on Construction the length of the culvert pipe

SCHEDULE B

2021 Sewer and Drainage Rates

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

1. SANITARY SEWER

2021 Rates

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

2. Flat Rates (un-metered premises)

Single Unit Dwelling \$444 per year

Duplexes (including infills) per unit \$411 per year

Multiple Unit Dwellings (including extra living units
within single unit dwellings, apartments,
condominiums, garden apartments and coach houses)
for each dwelling \$277 per year

Stores, offices, other commercial premises
not elsewhere designated; Churches and Public Halls
per fixture \$107 per year

Minimum charge for any service is \$444 per year

Rate surcharge for combined connections \$444 per year

3. Metered Rates

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

\$1.8123 per cubic metre

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

Rate surcharge for combined connections \$1.8123 per cubic metre

4. GVS & DD Special Industrial User Charge

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

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

5. Charges for Contaminated Groundwater Discharges to Sanitary Sewer

Ground Water Discharges \$0.33/m³, or as determined by the GVS & DD.

6. Metered Charges for Mixed Use Premises

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

7. Sewer Use Charges

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

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

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

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

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

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

8. Date of Payment, Penalties and Surcharge Fees

A. For Flat Rate (un-metered premises)

1. Rates set out above shall be due on the last business day in February each year.
2. A penalty of 2% shall be added to rates that are not paid on or before the last business day of February and a further penalty of 8% shall be added to rates that are not paid on or before the last business day of April in the year the rates are due.
3. A 100% surcharge fee will be applied to any sewer connections with combined storm drainage inflow to a sanitary connection contrary to City bylaws. The surcharge would be applied at the discretion of the City Engineer a minimum of 6 months following notification, and would be applied to the annual bill until the combined inflow is separated.

B. For Metered Premises

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

2. STORM DRAINAGE

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

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

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

2. Storm Drainage Charges

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

3. Penalty

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

THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 8813

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

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

1. This Bylaw shall be known and cited for all purposes as **“Solid Waste Management Service Bylaw, 1997, No. 6920, Amendment Bylaw, 2020, No. 8813”**.
2. “Solid Waste Management Service Bylaw, 1997, No. 6920” is amended as follows:
 - A. In Part 3 – Interpretation, Section 301 Definitions:
 - (1) By deleting the definition for “Garbage Collection” and replacing it with the following:

“Garbage Collection” means the system of collection and disposal of garbage.
 - (2) By deleting the definition for “Recycling Container” in its entirety.
 - B. In Part 5 – Collection of Garbage and Commercial Garbage, by deleting Section 504 Commercial Garbage Collection Service in its entirety.
 - C. In Part 6 – Collection of Recyclable Materials, Yard Trimmings, and Food Scraps:
 - (1) By replacing the title to read: “PART 6 – COLLECTION OF YARD TRIMMINGS AND FOOD SCRAPS”;
 - (2) By deleting Sections 601, 602 and 603 in their entirety.
 - D. In Part 7 – Containers, by deleting Section 702 Recycling Containers in its entirety.
 - E. In Part 8 – Requirement for Payment, by deleting Subsection 801.3 in its entirety.

- F. In Part 11 – Schedules, by deleting Schedules “A”, “B”, “C”, “D”, “E” and “F” in their entirety and replacing with the new Schedules “A”, “B”, “C”, “D” and “E” attached to this bylaw.

READ a first time on the 7th day of December, 2020.

READ a second time on the 7th day of December, 2020.

READ a third time on the 7th day of December, 2020.

ADOPTED on the <> day of <>, 2020.

MAYOR

CORPORATE OFFICER

PART 11 – SCHEDULES

SCHEDULE “A”

Schedule of User Charges for Solid Waste Management Service

Definitions

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

Annual User Charge

GARBAGE	2021
1. Per dwelling unit for single unit dwelling, duplex and infill	\$119.00
2. Per dwelling unit for secondary suite, coach house and multi-unit dwellings greater than 2 units	\$80.00
3. Per Residential garbage tag	\$6.00
GREEN CAN	2021
1. Per dwelling unit for single unit dwelling, duplex and infill	\$138.00
2. Per dwelling unit for secondary suite, coach house and multi-unit dwellings greater than 2 units	\$83.00
ECO LEVY	
<p>The Eco Levy is based on the taxable assessment of a property and is charged on the following classes per thousand dollars of taxable assessment based on the BC Assessment assessed value of:</p> <ul style="list-style-type: none">• Residential• Utility• Major Industry• Light Industry• Business• Recreation / non-profit <p>and is included on the Property Tax Notice payable annually in July of each year as set by Council.</p>	

Penalty

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

SCHEDULE "B"

Garbage Information Tag

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

CITY OF NORTH VANCOUVER
GARBAGE INFORMATION TAG

The container will not be emptied in the future because:

- ☐ Garbage can is larger than 77 litres.
- ☐ Garbage can is in poor condition and requires replacement.

The garbage was not taken because:

- ☐ Garbage must be placed at property line or curb by 7:30am.
- ☐ Over 2 can or bag limit.
- ☐ Cans or bags are overweight. (20 kg/45 lb. limit)
- ☐ Recyclables found in garbage can.
- ☐ Access to garbage must not be obstructed.
- ☐ Bungee Cords still attached.
- ☐ Contents frozen inside can.
- ☐ Other _____

GENERAL ENQUIRIES 604-987-7155
www.cnv.org/collection

SCHEDULE “C”

Residential Garbage Tag

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

No. 05201

city
of north
vancouver

Residential Garbage Tag

Name: _____

Address: _____

Date: _____

This tag is good for the removal of one 77 litre bag
or can of garbage, not to exceed 20 kg in weight.

SCHEDULE “D”

Recyclable Materials Collected by the Solid Waste Management Service

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

SCHEDULE “E”

Unacceptable Materials for Garbage Collection

Recyclable materials as described in Schedule “D”:

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

Food Scraps and Yard Trimmings

Materials subject to provincially required stewardship programs:

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

Hazardous waste:

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

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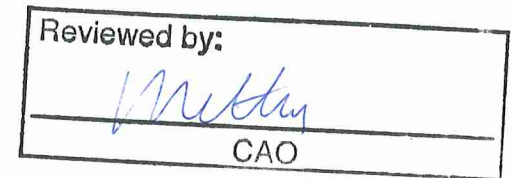
North Shore Young Citizens' Forum

Brought to you by:



C/O Clerk's Office
City of North Vancouver

Wednesday, November 25, 2020



Dear Mayor & Council,

I am writing to request that a delegation of young adult participants from the North Shore Young Citizens' Forum ("the Forum") be allowed to present at an upcoming meeting of the City of North Vancouver Mayor and Council. Over the past several months, twenty-five participants ages 18-39 from across the North Shore have been learning about municipal decision-making and planning. The Forum is a program developed, designed, and led by North Shore Community Resources in partnership with CityHive, and with support from all three North Shore municipalities. Based in a knowledge-to-action framework, this program has culminated with the creation of three participant-led projects.

The City of North Vancouver project group has been exploring the various experiences of public transportation and mobility felt by young adults in the City. They are excited to share their reflections and stories with the Mayor and Council. They are in the process of finalizing a video presentation, which will be accompanied by a short slide presentation. These materials should be complete and available to share with the Clerk's office by Wednesday, Dec 2nd.

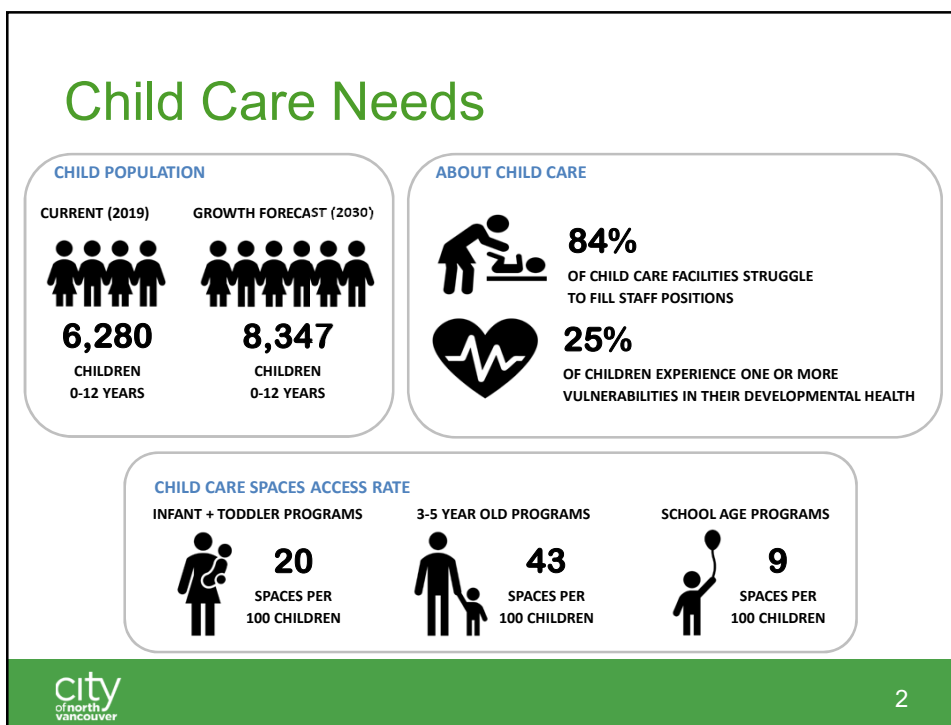
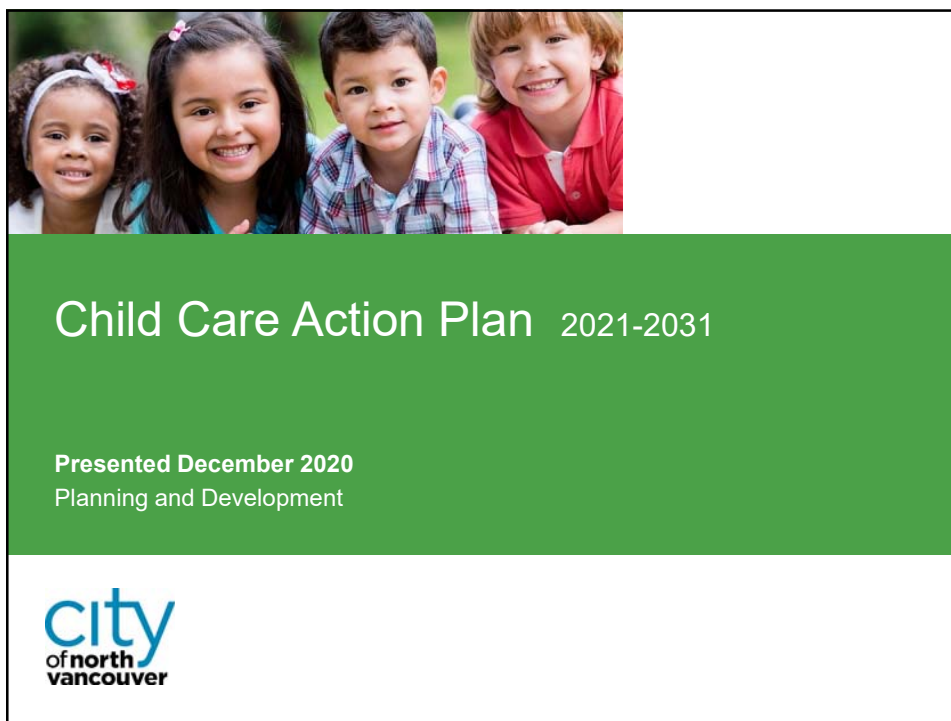
We hope that the delegation can be provided with a presentation time slot of 10min at one of the upcoming Council meetings in December. Please don't hesitate to reach out if you require any additional information or if you have any questions.

Yours sincerely,

Rowan Gentleman-Sylvester
*North Shore Young Citizens' Forum Co-Lead
Civic Education Program Coordinator, CityHive*

rowan@cityhive.ca | 778-232-9615

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Vision

To improve child care in the City over the next 10 years by:

- collaborating with partners,
- creating new spaces, and
- advocating for accessible, affordable quality child care.



Targets for Child Care Spaces by 2031

PROGRAM TYPE	TARGET FOR AVERAGE ACCESS RATE BY 2031	NUMBER OF SPACES NEEDED TO MEET TARGET BY 2031
Infant and Toddler	33 spaces per 100 children	299 new spaces
Preschool (3-5 year olds)	50 spaces per 100 children	300 new spaces
School age (6-9 year olds)	33 spaces per 100 children	464 new spaces

Four Priority Areas



PRIORITY 1: INCREASING ACCESSIBILITY



**PRIORITY 2:
IMPROVING AFFORDABILITY**



**PRIORITY 3:
FOCUSING ON QUALITY**



PRIORITY 4: STRENGTHENING PARTNERSHIPS

Six Key Actions

- 1** Develop a funding strategy with senior government for new spaces
- 2** Leverage the City's and publicly owned assets for child care
- 3** Achieve the Targets for space creation
- 4** Set direction for achieving new spaces through development
- 5** Build partnership and protocol with the School District around child care
- 6** Work with partners and advocate for the City's needs and commensurate investments



Key Action 1

Develop a funding strategy with senior government for new spaces.



Key Action 2

Leverage City-owned and public assets for child care.



Key Action 3

Achieve targets for creation of child care spaces in the City.



Key Action 4

Set direction for achieving new spaces through development.



Key Action 5

Build partnership and protocol with the School District for child care.



Key Action 6

Work with partners and advocate for the City's child care needs and investments.



Resources and Implementation




1. Policy Development
2. Capital Projects
3. Coordination



Thank you.

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

REPORT

To: Mayor Linda Buchanan and Members of Council

From: Heather Evans, Community Planner

Subject: CHILD CARE ACTION PLAN

Date: December 2, 2020 File No: 10-4750-15-0001/1

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

RECOMMENDATION

PURSUANT to the report of the Community Planner, dated December 2, 2020, entitled "Child Care Action Plan":

THAT the "City of North Vancouver Child Care Action Plan", as presented in Attachment 1 of this report, be endorsed;

THAT the 2009 Child Care Policy and Plan be superseded;

THAT staff proceed with the actions identified in the Child Care Action Plan;

THAT staff report back to Council with progress updates and future resource requests for implementation as outlined in the "Child Care Action Plan";

AND THAT the multiple agencies and community members that contributed input, information and expertise to the Plan be thanked for their contributions and be provided with a copy of the Plan.

ATTACHMENTS

1. Child Care Action Plan – December 2020 (CityDoc [#1914343](#))
2. Report "Child Care Action Plan Update" dated October 7, 2020 (CityDoc [#1998309](#))

PURPOSE

The purpose of this report is to bring forward the *Child Care Action Plan* for Council's review and endorsement.

BACKGROUND

The *Child Care Action Plan* supports the vision and priority of Council's Strategic Plan to be 'A City for People' that is welcoming, inclusive, safe, accessible, and supports the health and well-being of all. The *Plan* also supports the vision and priority to be 'A Prosperous City', as child care is an essential service to families and supports labour force participation, especially for women, and benefits the local economy.

The intention is to focus multi-government and multi-agency coordination and action over the next ten years that yields better access to child care services, and improved quality and affordability of child care in the City. The creation of the *Plan* was informed by multiple community partners in the child care sector (see Attachment 2 for more information about the engagement process). The Child Care Planning Grant from the Union of BC Municipalities contributed to the funds for creating the *Plan*.

On October 19, 2020 staff provided an update to Council on the *Child Care Action Plan* in terms of the research, engagement, and policy development work. At that time staff committed to return to Council by end of the year with the *Child Care Action Plan* for council consideration and endorsement.

DISCUSSION

Child Care Need

The *Child Care Action Plan* includes the results of an analysis of child care need in the City, including reviewing data and statistics and qualitative engagement with the child care sector and community (refer to Attachment 2 for more information). Resources about child care need will be made available on the City's website.

Currently the City has approximately 25 licensed child care spaces per 100 children (2019 data), which does not meet the community's need for spaces. There is need for more spaces in all of the child care programs for children from 0 to 12 years, and a particularly high need for Infant and Toddler Programs and School Age Programs.

The child population in the City is also projected to grow by approximately 23% by 2030, which places additional pressure to keep pace with meeting the community's need for child care spaces.

It is also noted that vulnerable and traditionally underserved populations face additional barriers to access the child care services they need, such as access to child care services during non-traditional or extended hours to align with parents' work hours, affordability of parent fees especially for families with lower incomes/single incomes, multiple children; and availability of culturally appropriate programs.

In addition to a shortage of child care spaces, child care fees are unaffordable for many families, there is a need for quality indoor and outdoor space for child care, and staffing of child care facilities is challenging. (Refer to 'Current and Future Child Care Needs' section in the *Plan*.)

Vision

The Vision for the Child Care Action Plan is to improve the accessibility, affordability, and quality of child care in the City over the next 10 years by collaborating with partners, creating new spaces, and advocating for the community's needs.

Targets for New Child Care Spaces by 2031

The *Plan* includes targets for the number of spaces that would be necessary to meet the City's estimated need over the next ten years (2031). The purpose of the targets is to clearly articulate the child care need in the City, and to galvanize multiple partners' efforts in advocating for and working toward meeting the targets.

The City does not have the mandate and resources to accomplish the targets for new spaces on its own. Support is required from senior levels of government, community partners, and others to address service gaps and to create new spaces.

The City of North Vancouver's target for the community is to create 1,063 new licensed child care spaces over the next 10 years (by 2031) as follows:

PROGRAM TYPE	TARGET FOR AVERAGE ACCESS RATE BY 2031	NUMBER OF SPACES NEEDED TO MEET TARGET BY 2031
Infant and Toddler	33 spaces per 100 children	299 new spaces
Preschool (3-5 year olds)	50 spaces per 100 children	300 new spaces
School age (6-9 year olds) ¹	33 spaces per 100 children	464 new spaces

Staff will report back to Council on progress toward meeting the targets throughout the 10-year period between 2021 and 2031.

Highlighted Actions in the Child Care Action Plan

The following are the top priority actions in the *Plan* that will make significant progress toward the vision:

1. Develop a funding strategy with senior government for new spaces (refer to Action 1)
 - The City has limited funding sources and capacity for capital projects to create new child care spaces. The City is able to apply to the Province and others for project-by-project grants. It is proposed that the City partner with senior levels of government for strategic investment over multiple years that would meet the local child care need.

¹Note that this target includes children aged 6-9 years old (not 6-12 years old). It is recognized that 10-12 year olds can more easily and preferably access other non-licensed opportunities before and after school.

2. Leverage City and publicly owned assets for child care (refer to Action 4, 12)
 - The *Plan* identifies priority locations for child care (Action 12), and ongoing inventory of existing locations and properties will be advanced for consideration. In addition, the City will work with public partners to identify additional spaces and opportunities with new builds and renovations (Action 4).
3. Achieve the targets for space creation (refer to Targets Section)
 - The *Plan* sets targets for the creation of new child care spaces (discussed below). A key objective of the *Plan* is to accomplish this through delivery of child care facilities as on site amenities through development, for-profit facilities, civic projects initiated by agencies such as the City and the School District.
4. Set direction for achieving new spaces through development (refer to Actions 9, 10, 11)
 - The *Plan* identifies actions for honing the City's policies and regulations for the delivery of new child care spaces through development, particularly through review of opportunities under the Density Bonus and Community Benefits Policy.
5. Build partnership and protocol with the School District around child care (refer to Action 31)
 - Access to school age child care spaces is low, and the creation of these spaces is a high priority. School sites and buildings offer an ideal location, therefore working with the School District to plan and deliver these spaces is a significant opportunity.
6. Work with partners to advocate for the City's needs and commensurate investments (see Action 40)
 - The *Plan* presents an opportunity to work with partners and stakeholders to strategize, articulate and advocate for child care in the City.

Four Child Care Priorities

The *Plan* is structured around four key priorities for child care, and outlines actions that are within the City's role and mandate. Many of the actions will involve collaboration with key partners in order to accomplish them.

Priority #1. Increasing Accessibility

A top priority and focus is to increase the number of child care spaces in the City so that more children can get access to licensed child care. The actions in the *Plan* also steer the creation of new spaces to meet the needs of families that are traditional under-served and face disproportionate barriers, by directing child care to accessible locations (such as near transit, affordable housing, school), as well as considering hours and other services that support families. Actions 1 to 19 include the following areas of work:

- Work with the Provincial government to create a multi-year and multi-project partnership to deliver new child care spaces in the City that are jointly funded.

- Lay groundwork for civic child care projects to move ahead efficiently, with an inventory of spaces and locations for child care and models/prototypes for suitable buildings for child care.
- Fine-tune the City's development policies and regulations, in order to yield additional child care spaces through development in priority locations and program types that best serve the City's needs.
- Develop relationships and opportunities with child care agencies and providers, recognizing that many new child care spaces will be delivered by others.
- Improve child care information and enhance the convening role offered by the City to provide parents with information they need to find child care spaces and provide interested operators with information they need to create new spaces.

Priority #2. Make Child Care More Affordable

The cost of child care is unsustainable and unaffordable for many families. The unaffordability of child care is stressful, causes financial strain, and keeps parents from participating in the labour force. Further, the cost of child care has disproportionately negative impacts on low income families.

Key tools and responsibility in this priority area rest with senior levels of government. However, the City's role is mostly in collaboration with non-profit operators to facilitate feasible operation of child care facilities. The City will also track and advocate for affordable child care for families and increase wages for child care workers. These areas of work are outlined in Actions 19 to 23.

Priority #3. Focus on Quality

Research links high quality child care with positive outcomes for children, while poor quality care is shown to have negative long-term effects. The Province is leading a strategy to build a province-wide quality child care system. Actions 24 to 27 highlight the following areas of work that the City will undertake:

- Work with non-profit child care operators/partners, and demonstrate / support high quality child care services.
- Ensure that new City-owned child care facilities are both operationally feasible and high quality spaces for operators.
- Explore adopting design guidelines for City-owned facilities.

Priority #4. Develop Collaboration and Partnerships

During engagement for the creation of the *Plan*, partnerships were the most frequently suggested approach to increasing the quality, affordability and accessibility of child care in the City. The value of stronger ongoing relationships with the First Nations and Indigenous peoples, including incorporating Indigenous perspectives and history in child care planning and curriculum was recognized. Opportunities for collaboration focused on the use of City and other publicly owned land/facilities including schools. The Actions 27 to 40 highlight the following areas of work:

- Coordinate child care services to benefit families.
- Build partnerships around child care with key partners including First Nations, School District, North Vancouver Recreation and Culture, non-profit child care operators, employers, the Child Care Resource and Referral Program, child care workers, the North Vancouver Child Care Planning Committee, Capilano University.
- Advocate to senior governments to ensure that the City's and families' needs are understood and addressed.

Process and Communication

As noted above, key child care sector partners and community members provided critical information and input to the creation of the *Child Care Action Plan*. Key agencies also reviewed the draft *Plan* and provided input. The Advisory Planning Commission and Social Planning Advisory Committee were also apprised of the plan and drafts in process, and staff presented an overview of the Plan to both advisory committees. The *Plan* was also reviewed by the City's Policy and Projects Team and Leadership Team.

Staff will share the *Plan* with key agencies and child care sector partners in the community, following Council endorsement of the *Plan*. The *Plan* and reference documents will also be made available on the City website for community reference. City staff will work with the North Shore Child Care Planning Committee on the implementation of the *Plan* and ongoing communication of child care needs. The District of North Vancouver and District of West Vancouver are also working on Child Care Action Plans in tandem. This provides an opportunity to highlight areas for collaborative action.

FINANCIAL IMPLICATIONS

The City does not have a mandate nor the financial capacity to deliver, on its own, sufficient child care spaces to meet the community's needs. Much of the responsibility for investment in child care is within the Provincial government's purview. The City's ability to attain the targets for new child care spaces (which represent community need) are dependent on financial strategy and investment from others, and the funds have not been defined or committed by the Province and others at this time.

Council has directed the allocation of \$5 million over the next five years toward child care capital projects. Future potential child care projects will come forward for Council consideration and will be prioritized in relation to other projects and needs in the Financial Plan process.

The City will pursue funding opportunities for child care, particularly through the Province of BC. For example, the City has submitted a capital grant application to the Province of BC's Childcare BC New Spaces fund for a 37-space child care facility, and the Province's decision on the grant application will be known in Q1 of 2021.

Staff will bring forward project sheets within the Financial Plan process for an annual allocation of City funds to implement the *Child Care Action Plan*.

INTER-DEPARTMENTAL IMPLICATIONS

Multiple City departments and affiliated City agencies have interrelated roles and shared responsibility for child care, as summarized in Table 1 below.

Table 1. City of North Vancouver Department and Affiliated Agency Roles in Child Care

Department / Agency	Role in Child Care
Planning and Development Department	<ul style="list-style-type: none">• Lead department in drafting and implementing child care policy.• Builds relationships with key partners and agencies in the child care sector, initiates city-led projects for child care facilities.• Leads the negotiation and process for child care facilities that are delivered 'in-kind' in new developments.• Assists applicants with various types of child care applications.
Strategic and Corporate Services Department	<ul style="list-style-type: none">• Leads department for project management function to create new child care facilities from design to construction and occupancy stage.• Manages the leasing, operation and management of city owned child care facilities (Facilities and Real Estate).
Community and Partner Engagement Department	<ul style="list-style-type: none">• Child care business licenses.• Relationships with nonprofit child operators and child focused community agencies and organizations.
Engineering, Parks and Environment Department	<ul style="list-style-type: none">• Collaborator in considering use of parks for child care where appropriate, and working together on complementary and supportive services for families.
Finance Department	<ul style="list-style-type: none">• Works with Planning and other departments to arrange and mobilize the financial planning and resources for child care.• Provides perspective on the City's financial capacity for child care projects in balance with other city priorities and projects.
North Vancouver Recreation and Culture Commission	<ul style="list-style-type: none">• Provides child care in some facilities, and supports families through programming and various partnerships with schools and other agencies.
City of North Vancouver Library	<ul style="list-style-type: none">• Involved with supporting families and children's out of school time.

Key partner organizations who will be critical in helping deliver many of the actions and initiatives outlined in the *Plan* include agencies such as Vancouver Coastal Health Child Care Licensing, North Vancouver Child Care Resources and Referral, and North Vancouver School District 44. These organizations also contributed to the development of the *Plan* through participation in workshops and providing input into a draft *Plan*. The North Shore Child Care Planning Committee is an instrumental table for coordinating child care activities on the North Shore.

STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS

The *Child Care Action Plan*'s policy context and implications for the City include the following:

- Supporting the vision and priorities of Council's Strategic Plan:
 - To be 'A City for People' that is welcoming, inclusive, safe, accessible and supports the health and well-being of all. The Plan also supports the vision and priority
 - To be 'A Prosperous City', as child care is an essential service to families that supports labour force participation, especially for women, and benefits the local economy and recovery.
- Building upon the Official Community Plan, particularly Chapter 3 – Community Well Being, that recognizes issues and challenges faced by families including access to child care spaces.
- Superseding the *Child Care Policy and Plan*, dated 2009.
- Incorporating the key priority areas of the *Plan* into the upcoming *Community Well Being Strategy*. Additional child focused plans such as *CNV4Me* will also be included within the reviewed within the *Community Well Being Strategy* project.

RESPECTFULLY SUBMITTED:



Heather Evans
Community Planner



THE CITY OF NORTH VANCOUVER

CHILD CARE ACTION PLAN 2021-2031

DECEMBER 2020

ACKNOWLEDGEMENTS

This work has taken place within the ancestral, traditional and unceded territory of the Sk̓wxwú7mesh (Squamish), and Tsleil-Waututh Nations.

The Child Care Action Plan was facilitated by information, involvement and collaboration from partners and community members. The Project Team would like to recognize and thank the many individuals and organizations who gave their time to provide input, share insights and give ideas for the City's future work and role in child care (for more information see appendices). Thank you to the North Shore Child Care Planning Committee and its members for ongoing support and collaboration.

The Project Team was comprised of consultants from the Social Planning and Research Council of BC (SPARC BC) in collaboration with Sandra Menzer, Barry Forer and John Foster, working with City of North Vancouver staff. The City worked collaboratively with the District of North Vancouver and the District of West Vancouver on the engagement processes, which informed this plan.

The project was funded by a Child Care Planning Grant from the Union of BC Municipalities.



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PLAN HIGHLIGHTS

Child care matters. It is critical for the social and economic well-being of our City, and the creation of a complete community.

Quality child care is a key contributor to the economy, labour force participation, gender equality, social inclusion, and poverty reduction. Further, quality child care has a long term benefit on children's development.

The City is a partner with other levels of government, community agencies, child care providers, and the community in the facilitation, creation, and maintenance of a comprehensive child care system that meets children's, families' and the community's need.

VISION

To improve the accessibility, affordability, and quality of child care in the City over the next 10 years by collaborating with partners, creating new spaces, and advocating for the community's needs.

PRIORITIES



PRIORITY ACTIONS

- 1** **Develop a funding strategy with senior government for new spaces**
Action 1
- 2** **Leverage the City's and publicly owned assets for child care**
Action 4
- 3** **Achieve the Targets for space creation**
Targets Section, Action 7
- 4** **Set direction for achieving new spaces through development**
Action 9, 10, 11, 12
- 5** **Build partnership and protocol with the School District around child care**
Action 13, 32
- 6** **Work with partners and advocate for the City's needs and commensurate investments**
Action 41



STATISTICS

POPULATION

CURRENT (2019)



6,806

CHILDREN
0-12 YEARS

GROWTH FORECAST (2030)



8,347

CHILDREN
0-12 YEARS

ABOUT CHILD CARE



84%

OF CHILD CARE FACILITIES STRUGGLE
TO FILL STAFF POSITIONS



25%

OF CHILDREN EXPERIENCE ONE OR
MORE VULNERABILITIES IN THEIR
DEVELOPMENTAL HEALTH

CHILD CARE SPACE ACCESS RATE

INFANT + TODDLER PROGRAMS



20

SPACES PER
100 CHILDREN

3-5 YEAR OLD PROGRAMS



43

SPACES PER
100 CHILDREN

SCHOOL AGE PROGRAMS



9

SPACES PER
100 CHILDREN

ABOUT THE CHILD CARE ACTION PLAN

SCOPE AND PURPOSE

This Action Plan presents evidence-based and concrete actions to improve child care in the City for the betterment of the community.

This is a 10-year plan that includes targets and actions for the short term (2021 to 2023), medium term (2024 to 2026), and long term (2027 to 2031). With a defined plan and concerted and coordinated efforts, the City and its partners can achieve more accessible, affordable, and higher quality child care. As a local government the City does not have the mandate or resources to fully address the gaps in child care accessibility, affordability, and quality on its own. The mandate for early learning and child care is mostly provincial, with some federal involvement. Support from senior levels of government and strong partnerships with others are needed. This Plan defines the City's priorities and actions to meet local child care needs.

PROCESS

This Plan was informed by a literature review on the components of quality child care systems and programs; a review of promising practices from other jurisdictions, along with a review of the City's current planning framework; and compiling current demographics and child care service information.

The City collaborated with the District of North Vancouver and the District of West Vancouver on the engagement and preparation of the three North Shore municipalities' child care action plans, in recognition of an interconnected child care system and partners across the North Shore, as well as the opportunity to continue to work together on common child care objectives.

The community, stakeholders, and partner engagement informed the City about the needs and opportunities for child care. The process also served to build both knowledge and relationships. The engagement methods are summarized below.

Table 1. Summary of Engagement for Child Care Action Plan

ENGAGEMENT METHOD	INPUT FROM
Surveys	Parents and caregivers (381 responses)
	Child care providers in the City (26 responses)
Interviews with key stakeholders	Community partners (16 interviews)
	First Nations: with Squamish Nation and Tsleil-Waututh Nation representatives
Focus groups / meetings with partners and community	Non-profit service providers (23 participants)
	Underserved population groups (5 meetings)
	North Shore Child Care Planning Committee
	Child Care Early Childhood Educators and employees
	General community meeting
Solutions Workshops	Co-Hosted with District of North Vancouver and involving multiple agencies including School District, North Vancouver Recreation and Culture Commission, Capilano University, Provincial representatives, etc.

Additional information on the creation of the Plan and supporting documents can be found on the City's child care webpage. This includes details on the methodology, key demographic information, an overview of the current child care system in BC, a report on the key research findings, and a list of the stakeholder consultations.



POLICY CONTEXT

The City recognizes that child care is a vital part of a community's social infrastructure. In addition to directly benefiting the children and families using it, child care contributes to society and the broader population by contributing to the local economy and enhancing the overall health and well-being of the entire community.

The City has a robust planning and policy framework for child care, including support in the Official Community Plan, a stand-alone Child Care Policy and Plan (2009), a grant program, a density bonus and community benefits policy which seeks to secure contributions for amenities such as child care, and has included improving access to child care as an objective in the 2018-2022 Council Strategic Plan. This Action Plan replaces the 2009 Child Care Policy and Plan.

In 2018 the Province made a significant shift and commitment to provide new funding towards the building of a universal, high quality, publicly funded child care system for families. While details of the long-term plan to move child care away from the current market system are still unfolding, and a number of initiatives towards increasing access, reducing fees and improving quality have been made, the serious challenges for families in local communities remain. This Plan identifies actions that will enable the City to make a real difference, within the City's resources and mandate.

REGULATION AND POLICY

The City's policy and regulatory tools support child care and facilitate an increase in the number of child care spaces in the community:

- a stand-alone Child Care Policy and Plan (2009) informed this Action Plan, and is superseded by this Plan;
- a Zoning Bylaw that permits child care in all zones, subject to the specific regulations of each zone;
- a grant program for non-profit child care providers for minor capital improvements (Child Care Capital Improvement Fund);
- a Permissive Property Tax Exemption program;
- a Density Bonus and Community Benefits Policy which makes provisions for securing child care facilities through redevelopment – either as built amenities or by utilizing cash-in-lieu contributions to the Civic Amenity Reserve Fund to build child care facilities;
- the inclusion of increased child care accessibility as a priority in the 2018 – 2022 Council Strategic Plan; and,
- the City participates on and has played a leadership role for the North Shore Child Care Planning Committee.

CITY ROLES

The City's role in creating child care can include policy and regulation, and investment of capital and operating funds. The City's and other agencies' roles vary according to the type and ownership of child care facility, as outlined in Table 2.

Table 2. City Roles in Creating Child Care

TYPES OF NEW CHILD CARE FACILITIES	CAPITAL AND OPERATING ARRANGEMENTS
Public or non-profit child care facility on public land	<ul style="list-style-type: none">• Built by a public/civic agency (e.g. School District, etc.) or non-profit organization.• Built in a stand-alone building or within a civic facility on public land.• Capital cost is funded by a public / non-profit agency, most likely with financial contribution (grant) from the Province.• Operating cost and responsibility by public / non-profit organization.• Financial contribution from the Province to a public agency may require ownership of facility to be public.
Child care facility, built by a developer as on-site amenity contribution in a new development	<ul style="list-style-type: none">• Enabled by a Rezoning / OCP Amendment, through the City's density bonus provisions: Community Benefit Contribution or allowable bonus density.• Built within a residential, commercial or mixed use development.• Capital cost is funded by the City's Community Benefit Contribution funds, and may involve an additional capital investment by Provincial grant or another funder.• Facility ownership and the operational model may vary: could be city-owned or non-profit owned.¹• Operated by a public or non-profit child care organization
For-profit child care facility	<ul style="list-style-type: none">• Built by a for-profit organization.• Enabled by City Official Community Plan land use designation and zoning that permits child care.• Capital cost is funded by a for-profit organization/child care operator, which may receive a financial contribution (grant) from the Province.• Operating cost and responsibility by for-profit child care operator.

¹ City owned facilities that are funded, in whole or in part, by a provincial grant to the City (New Spaces Fund) require continuous City ownership for at least 15 years.

CURRENT AND FUTURE CHILD CARE NEEDS

The following sections describe the current availability of child care spaces, forecasted population growth, a profile of three child care planning areas, other child care accessibility factors, costs and affordability, quality child care systems, quality child care programs, and auspice. The overall findings are that there are not enough child care spaces (there is a particular shortage of child care spaces for infants and toddler, and school age children), child care is expensive for families, and staffing of child care facilities is challenging,

CHILD CARE AVAILABILITY – A SNAPSHOT

In 2019 there were a total of 1,694 child care spaces in the City, for a total population of 6,289 children aged 0-12. In 2019 there were a total of 1,694 child care spaces. The preschool age group had the most child care spaces per capita, with 43 spaces per 100 children. Availability of infant and toddler (0-2) spaces and school age spaces was much less: 210 spaces in group care for every 100 children aged 0-2, and 0 spaces for every 100 school age (6-12) children.

Table 3. Child Care Spaces by Type

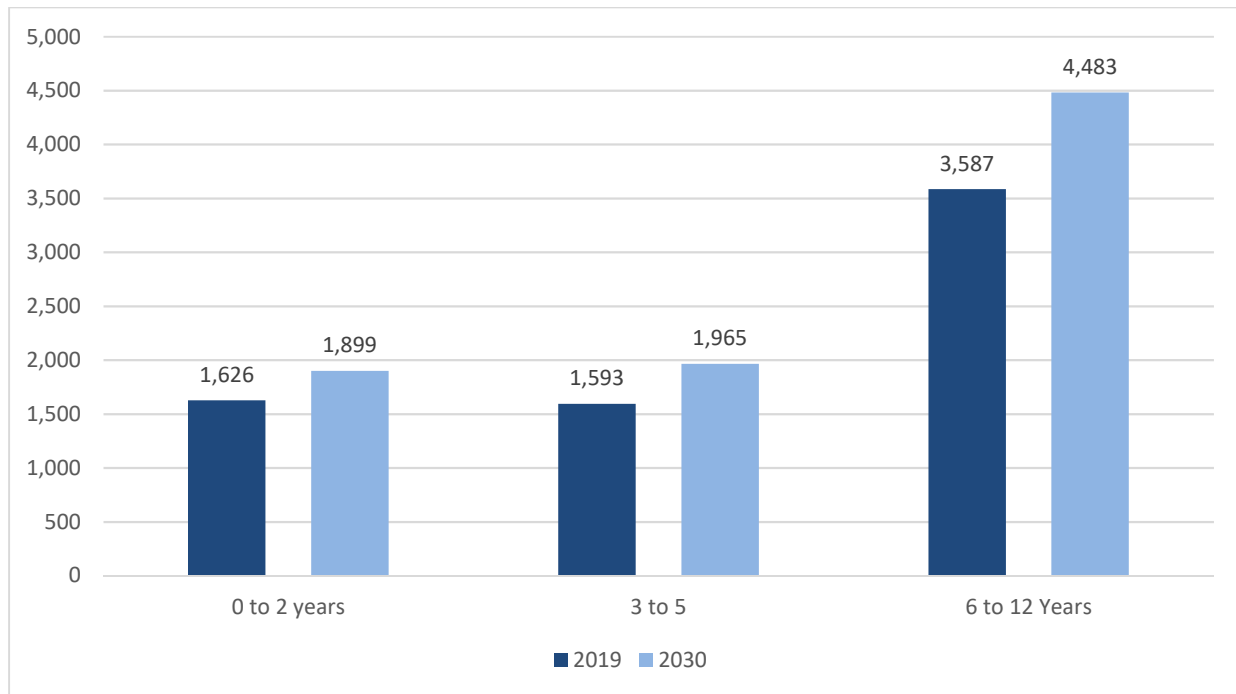
AGE GROUP	NUMBER OF CHILDREN	CHILDCARE TYPE	NUMBER OF SPACES	SPACES PER 100 CHILDREN
0-2 year-olds	1,626	Group (birth to 36 months)	328	20
3-5 year-olds	1,593	Group (30 months to school age)	687	43 (excluding preschool) ²
6-12 year-olds	3,587	Group (school age)	397	9
General	n/a	All Others (family, in-home, multi-age)	282	n/a
TOTAL	6,806		1,694	25

² Preschools typically operate on the school-year (September to June). Most preschool programs run from one to four hours a day.

FORECASTED GROWTH OF THE CHILD POPULATION

The child population in the City of North Vancouver is projected to grow by 23% by 2030, which equates to an additional 1,541 children, as shown in Figure 1.

Figure 1. Current and Projected Population, Children 0 to 12 Years



Source: BC Stats Population Estimates for 2019 and Metro Vancouver Population Projection for 2030³

To maintain a current access rate of approximately 25 spaces for every 100 children 0 to 12 years old, 674 new child care spaces would need to be created in the City by 2031 in order to keep up with an increase in demand from the projected growth of the child population.

Metro Vancouver population growth estimates are intended to be interpreted at a high level. The City's actual 2030 child population may differ from the estimate for several reasons, which reflect society-wide trends and factors (e.g. birth rate, economic trends) as well as City-specific factors that are not accounted for in broad population estimates (e.g. residential growth, the types of residential housing forms and types that families choose to live in). The City is also working with the School District on forecasting child population, and will continue to monitor, adjust, and update as required.

³ 2019 Data: Child population by age groups is based on proportions in 2016 Census data.

A PROFILE OF THREE CHILD CARE PLANNING AREAS

Three child care planning areas, mapped in Figure 2 below, have been defined to understand current and future child care needs across the City. The table below provides a summary of each area in terms of location within the City, the population, and the child care access rates.

Table 4. Profile of Three Child Care Planning Areas

	WEST PLANNING AREA	CENTRAL PLANNING AREA	EAST PLANNING AREA
Description of Area (see - Figure 2)	From the western edge of the City to Forbes Ave. Adjacent to but does not include Squamish Nation Eslhá7an (Mission Indian Reserve No. 1).	From Forbes Ave to St. Georges Ave.	From St. Georges Ave. to the eastern edge of the City.
2019 Child Population (BC Stats Population Estimate)	1,089 children (0 to 12 years) This represents 16% of the City's child population.	2,654 children (0 to 12 years) This represents 39% of the City's child population.	2,994 children (0 to 12 years) This represents 44% of the City's child population.
2019 Access Rate for Child Care (see Figure 3)	Age 0-2: 34 spaces / 100 children Age 3-5: 55 spaces / 100 children School Age: 8 spaces / 100 children Overall, the access rate is slightly above the City's overall average. Slightly lower rate for school age programs.	Age 0-2: 16 spaces / 100 children Age 3-5: 34 spaces / 100 children School Age: 9 spaces / 100 children Overall, the access rate is below the City average.	Age 0-2: 20 spaces / 100 children Age 3-5: 48 spaces / 100 children School Age: 9 spaces / 100 children Overall, the access rate is close to the City average.
2030 Child Population Estimate (Metro Vancouver Population Estimate)	1,336 children (an increase of 247 children)	3,255 children (an increase of 601 children)	3,673 children (an increase of 679 children)

Figure 2. Child Care Planning Areas

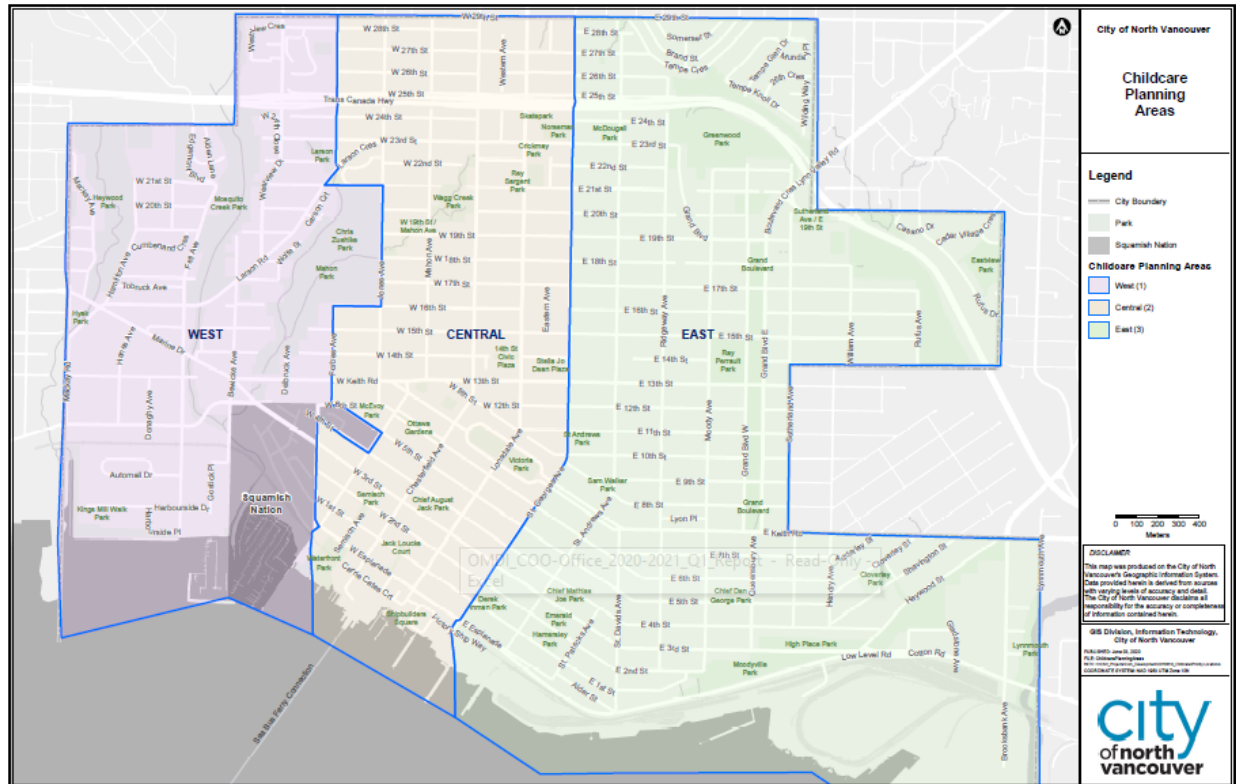
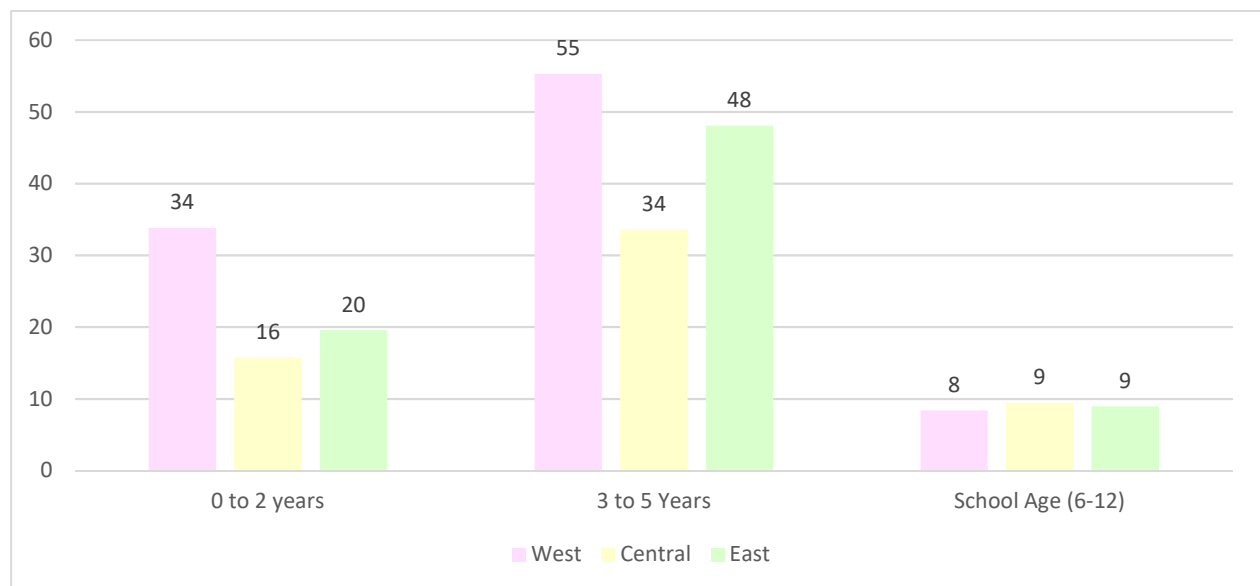


Figure 3. Group Child Care Spaces per Type by Child Care Planning Neighbourhood (2019 Child Care Spaces Inventory and 2019 BC Stats Population Estimate)⁴



⁴ Source: UBCM Child Care Inventory and VCH Child Care Data, and BC Stats Population Estimate for City of North Vancouver. This analysis assumes an equal distribution of children of various ages across the City for the purpose of general analysis.

OTHER CHILD CARE ACCESSIBILITY FACTORS

Access to child care is measured in terms of the number of spaces per 100 children. However, there are a number of other factors and circumstances in families' lives that can significantly affect whether they are able to access child care services and supports, such as families that are newcomers, have lower incomes, and/or are led by single parents. For example, few facilities in the City have non-traditional hours, which is difficult for parents (and especially lone parents) who work non-standard business hours. As well, over 70% of City residents work outside the municipality and therefore may require longer hours of child care service each day to manage work and commuting time.

It is important to note that parents, through recent surveys, identified a desire to have their children in child care in the neighbourhood where they live. To address accessibility challenges, child care that is close to families in their neighbourhood, offers extended hours, and/or other family supports can make a significant difference in families' lives.

Some of the factors and characteristics contributing to families' ability to access child care include the following:

WEST PLANNING AREA

- 22.6% of families in this area are lone parent families (highest of the three areas).
- About 20% of residents' main spoken language at home is not English or French (similar proportion to Central) and 43% of residents in this area are immigrants.
- 32% of homeowners are spending more than 30% of income in shelter (highest of the three areas)
- 11% of residents have an Aboriginal identity (the majority with a First Nations identity); a higher proportion than the other two areas.

CENTRAL PLANNING AREA

- 17.7% of families in this area are lone parent families, and family incomes are lower than the other areas. 40% of renters in this area are spending more than 30% of their income on shelter (highest of the three areas).
- Early Development Instrument (EDI) data show that that this area has a higher vulnerability rate than the School District average for kindergarten children.
- 20% of residents' main spoken language at home is a language that is not English or French and 43% of residents are immigrants.

EAST PLANNING AREA

- Early Development Instrument (EDI) data show that part of this area has a higher early childhood vulnerability rate than the School District average for kindergarten children.
- This area has the highest population of children.
- This area has a slightly lower proportion of residents who are immigrants (32%) than the other two areas, as well as a lower proportion of residents (14%) whose main spoken language at home is not English or French.



COSTS AND AFFORDABILITY

In the City of North Vancouver Parent Survey, 58% of respondents indicated that the fees they currently pay for child care are unsustainable. Even though there are now more financial supports provided by the Province of BC to parents, people are still struggling with affordability.

A 2020 survey of child care costs completed by North Shore Community Resources and the North Shore Child Care Resource and Referral Program identified average monthly child care costs, by program type, for the North Shore.

Table 5. North Shore Child Care Costs (2020)

PROGRAM TYPE	INFANT	TODDLER	3-5 YEARS	GROUP MULTI-AGE	SCHOOL AGE
Parent Fees (monthly average)	\$1407	\$1375	\$1190	\$1138	\$683

Approximately three quarters of facilities have implemented the Provincial Fee Reduction Initiative, which is intended to stabilize fees. However, the survey also found that 59% of facilities have raised fees in the past year.

CHILD CARE WORKFORCE AFFORDABILITY

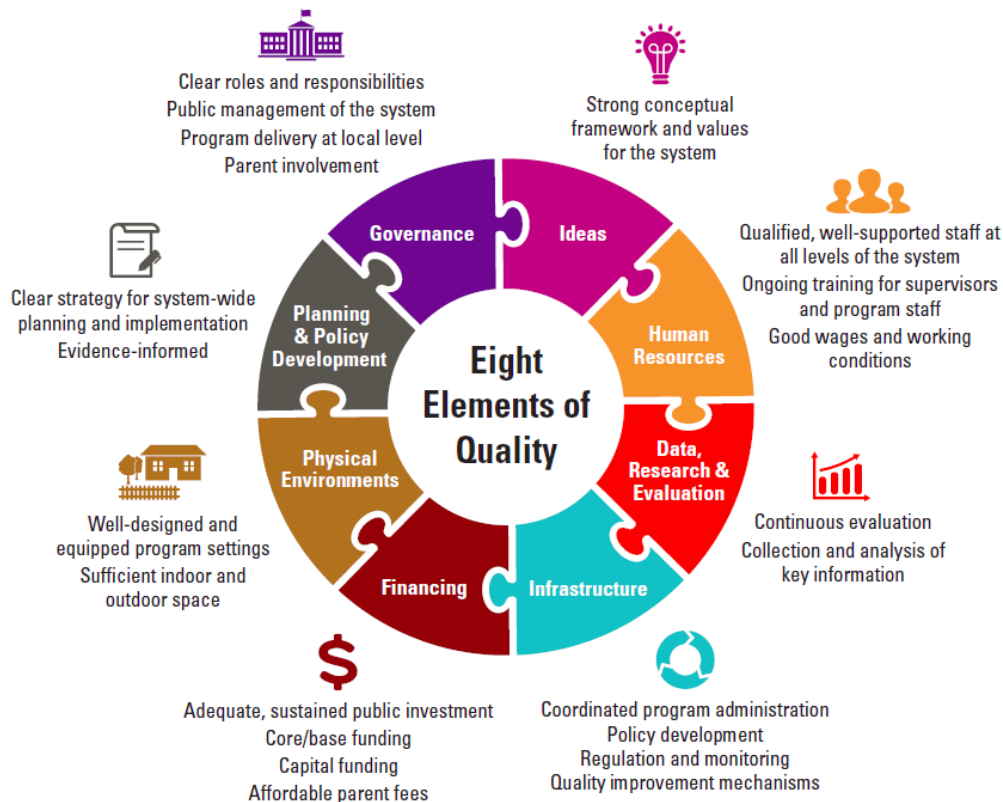
It is important to note that many staff in child care facilities face affordability challenges due to relatively low wages and high cost of living and housing in North Vancouver. The City continues to work with partners to improve this through other initiatives and projects that increase affordable housing options for lower wage earners, improving the transportation network to offer accessible and affordable transportation options, and by advocating to senior governments for increasing child care workers' wages.

QUALITY CHILD CARE SYSTEMS

The Province of BC has committed to building a universal, publicly funded child care system with a focus on quality, affordability, and accessibility. *Childcare BC: A New Day for Families & Providers in BC* is a provincial plan specifically focused on establishing a holistic child care system and adheres to eight commonly accepted elements of a quality child care system, graphically presented in Figure 4. While the direct mandate and authority to build, monitor and assess a quality child care system is within the Provincial government's scope, the City can ensure that actions and investment decisions are aligned with what research has identified as eight commonly accepted elements of a quality child care system, graphically presented below.

The eight elements are: (1) Ideas, (2) Governance, (3) Infrastructure, (4) Planning and Policy development, (5) Financing, (6) Human Resources, (7) Physical environment, and (8) Data, Research and Evaluation. All elements are interconnected and fit together to create a strong system; individually, each component has a limited impact.

Figure 4. Eight Elements of Quality Child Care



(Source: Martha Friendly and Jane Beach, (2005). Elements of a high quality early learning and child care system. Childcare Resource and Research Unit.)

QUALITY CHILD CARE PROGRAMS

At the program level, reporting of positive relationships between families and providers, among colleagues, and between children and staff is strongly indicative of quality care. Additionally, when staff have higher levels of education and training, feel appreciated, and are well-supported, the quality of care increases. Planned programming and a strong curriculum that is tailored to meet the diverse needs of children further enhances quality. There is also ample evidence that a well-designed indoor/outdoor space is critical to supporting the development of children under five. Child Care providers, with support and guidelines from the Province, are responsible for these aspects of quality child care.

In order to facilitate the quality criteria identified, special attention should be paid to the following considerations regarding staff:

- Staff should have ECE (Early Childhood Education) training;
- At least some staff should have special needs and cultural/ESL skills if required;
- Compensation that is commensurate with the level of training;
- There should be written policies and formal procedures, which give staff a feeling of worth and certainty, such as: job descriptions, contracts, salary schedule, performance reviews, and a staff manual.



AUSPICE

The auspice (which means the financial model / organization type) is critically important to the quality of child care programs. In BC and Canada, three types of child care auspices exist:

1. Non-profit child care services;
2. For-profit child care services; and
3. Publicly operated child care services (i.e. services directly operated by a public entity such as a municipal government or school district).

The City values and recognizes that many for-profit child care centres provide high quality and reliable care to families and the community. Broader research on auspice has consistently demonstrated that non-profit and publicly operated centres perform better on global evaluation scales when compared to for-profit centres. British Columbia studies have found that the reliability of non-profit centres is much higher: non-profit centres are 97 times more likely than for-profit centres to continue long term operation. The Province has prioritized funding for public and non-profit child care, in a long term investment in quality child care.

Across British Columbia about 50% of the child care facilities are operated on a not-for profit or public basis. In the City of North Vancouver, non-profits currently operate about 30% of the total child care spaces. In the table below, for-profit group and multi-age care is also distinguished from family and in-home multi-age care.

Table 6. Child Care Programs and Spaces by Auspice, 2019

SERVICE TYPE AND AUSPICE	NUMBER OF PROGRAMS	NUMBER OF SPACES
Family and in-home multi-age	13 (14.8%)	91 (5.4%)
Group and multi-age: For-profit	52 (59.1%)	1,083 (63.9%)
Group and multi-age: Non-profit	23 (26.1%)	510 (30.7%)
TOTAL	88 (100%)	1,694 (100%)

Source: Based on data from City of North Vancouver and Vancouver Coastal Health Licensing.

TARGETS FOR CHILD CARE SPACES

Targets for creating additional child care spaces assist with planning and prioritization to meet community needs over the coming years. In addition, the Provincial government has requested local governments that were supported by the Community Child Care Planning Program Grants (including the City) to identify targets as part of the scope of their child care planning activities.

To achieve the targets, local governments require support from senior levels of government, community partners, and others to address service gaps and to create new spaces. Given that the City does not have the mandate or resources to fully address the gaps in child care on its own, support from senior levels of government and strong partnerships with others are needed. This Plan defines the City's priorities and actions to meet child care needs.

CREATING THE TARGETS

Federal and Provincial standards and recommendations do not currently exist to guide the recommended number of child care spaces per capita. The City's targets are informed by research and other jurisdictions' targets and leading practices, and a discussion among key partners about appropriate and meaningful targets for the child care sector in North Vancouver. The key inputs to create the City's targets include:

EXAMPLES FROM ELSEWHERE	EMPLOYMENT RATES	GAPS	GROWTH	TIMEFRAME
<p>European Union targets include:</p> <p>Under 3 years:</p> <ul style="list-style-type: none"> • 33 spaces per 100 children <p>3 to 5 years:</p> <ul style="list-style-type: none"> • 90 spaces per 100 children <p>School Age:</p> <ul style="list-style-type: none"> • No targets are provided 	<p>Employment rates for families, which drive the need for child care spaces and population growth.</p>	<p>A focus on increasing the two age groups with the largest access gaps:</p> <ul style="list-style-type: none"> • infant / toddler • school age 	<p>The number of child care spaces is measured per capita to relate to estimated population growth.</p>	<p>The estimated child population is expected to grow by 23% from 2019 to 2030.</p> <p>Targets are organized into two timeframes to allow for the building of facilities and spaces:</p> <ul style="list-style-type: none"> • Interim Benchmark (by 2025)

In Quebec Target
(Canadian publicly
funded system):

- 55 spaces per 100
children (average)

- Ten Year Target
(by 2031)

THE TARGETS

The City of North Vancouver target is to create 1063 new licensed child care spaces over the next 10 years (by 2031) as follows:

Table 7. Child Care Average Access Rate Targets

PROGRAM TYPE	TARGET FOR AVERAGE ACCESS RATE BY 2031	NUMBER OF SPACES NEEDED TO MEET TARGET BY 2031
Infant and Toddler	33 spaces per 100 children	299 new spaces
Preschool (3-5 year olds)	50 spaces per 100 children	300 new spaces
School age (6-9 year olds) ⁵	33 spaces per 100 children	464 new spaces



⁵Note that the target for School Age Programs includes children aged 6-9 years old (not 6-12 years old). It is recognized that 10-12 year olds can more easily and preferably access other non-licensed opportunities before and after school.

INFANT AND TODDLER PROGRAM TARGETS

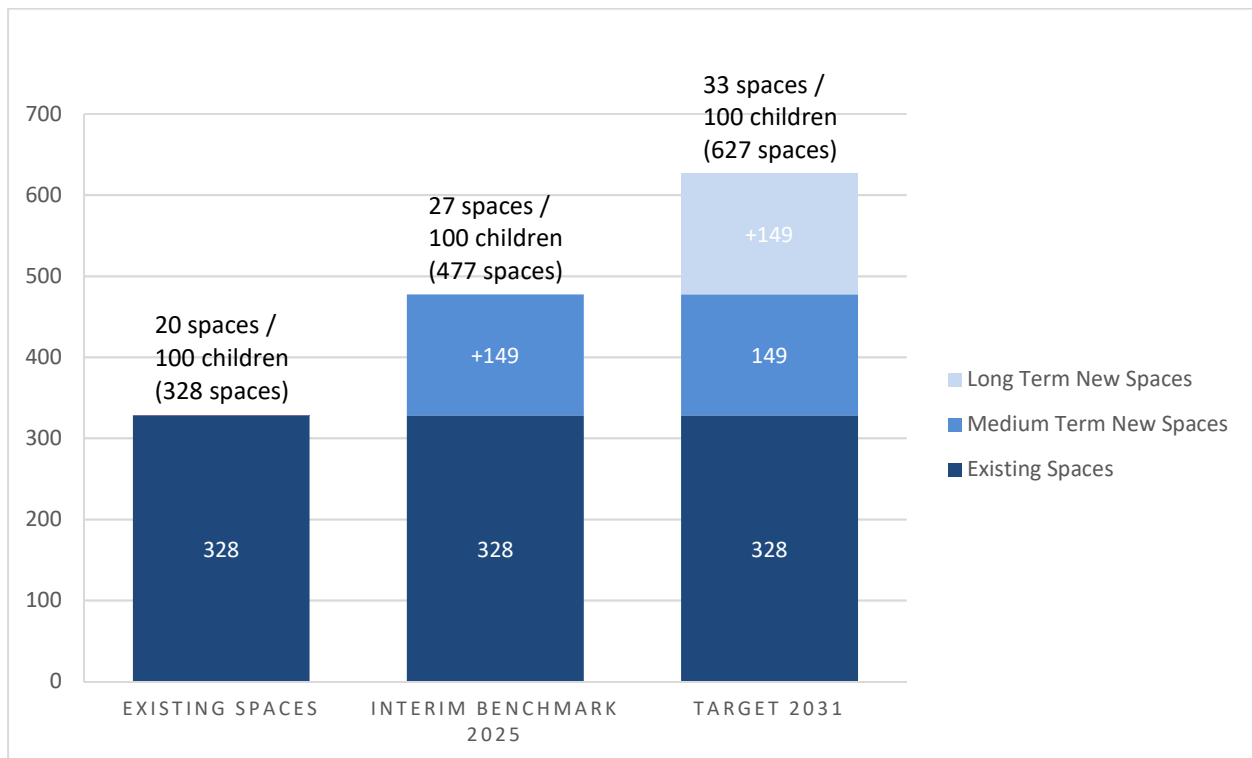
To meet the average access target of 33 spaces per 100 children by 2031, the targets for the infant and toddler programs include:

Table 8. Infant and Toddler Space Targets

YEAR	TARGET SPACES PER 100 CHILDREN
Interim Benchmark 2025	27
Ten Year Target 2031	33

To accomplish the target, two to three 12-space Infant Toddler programs need to be created each year for ten years (25 programs total) for a total of 299 new spaces, to add to the existing 328 spaces in the City. When this goal is accomplished, the total number of infant and toddler spaces by the year 2031 would be 627.

Figure 5: Space Creation Targets for Infant-Toddler Child Care Program by 2031



Note: These targets are developed based on the City of North Vancouver and Metro Vancouver projection that the infant-toddler population will increase by 273 children from 1,626 in 2019 to 1,899 in 2030.

PRESCHOOL AGE (3-5 YEARS) PROGRAM TARGETS

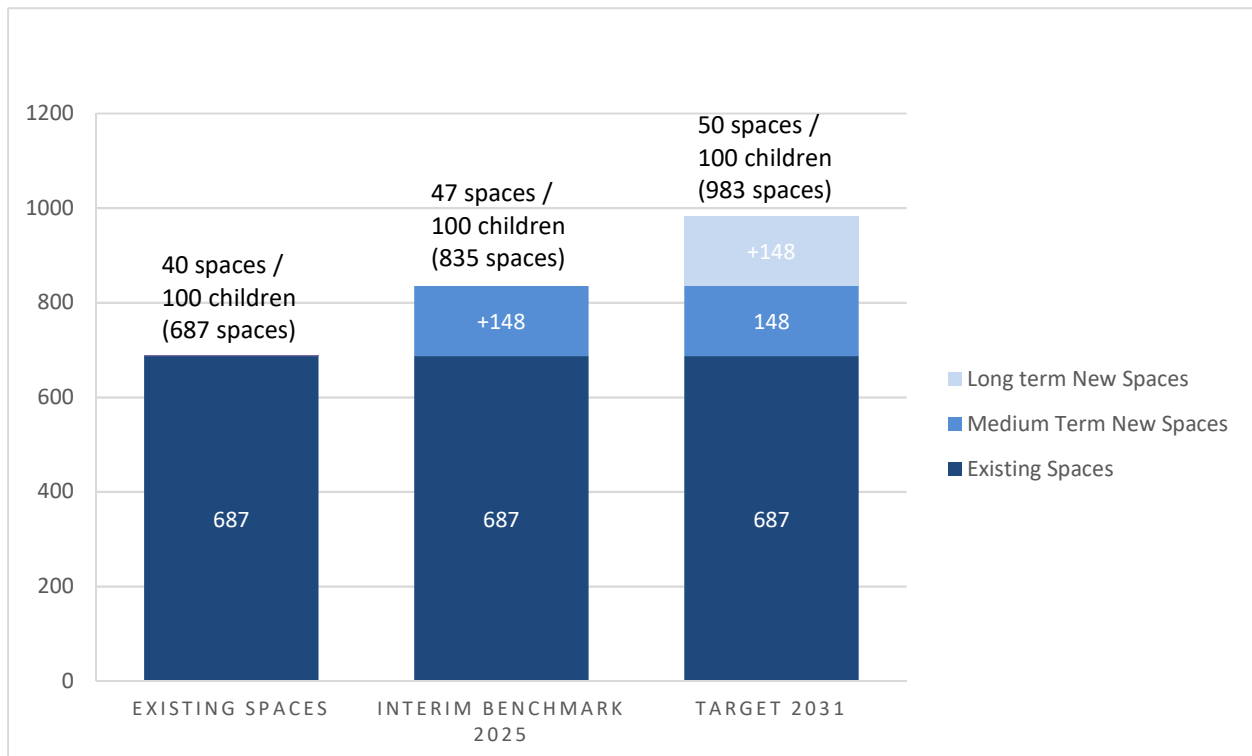
To meet the average access target of 50 spaces per 100 children, the targets for 3 – 5 year programs include:

Table 9. Preschool Age Program Space Targets

TARGET YEAR	TARGET SPACES PER 100 CHILDREN
Interim Benchmark 2025	47
Ten Year Target 2031	50

To accomplish the target, one or more 25-space group programs needs to be created every year for ten years (12 programs total) for a total of 296 new spaces, to add to the existing 687 spaces. The total number of infant and toddler spaces by the year 2030 would be 983.

Figure 6: Space Creation Targets for Preschool Age Child Care Program by 2031



Note: These targets are developed based on the City of North Vancouver and Metro Vancouver projection that the preschooler population will increase by 372 children from 1593 in 2019 to 1965 in 2030.

SCHOOL AGE (AGES 6-9) PROGRAM TARGETS

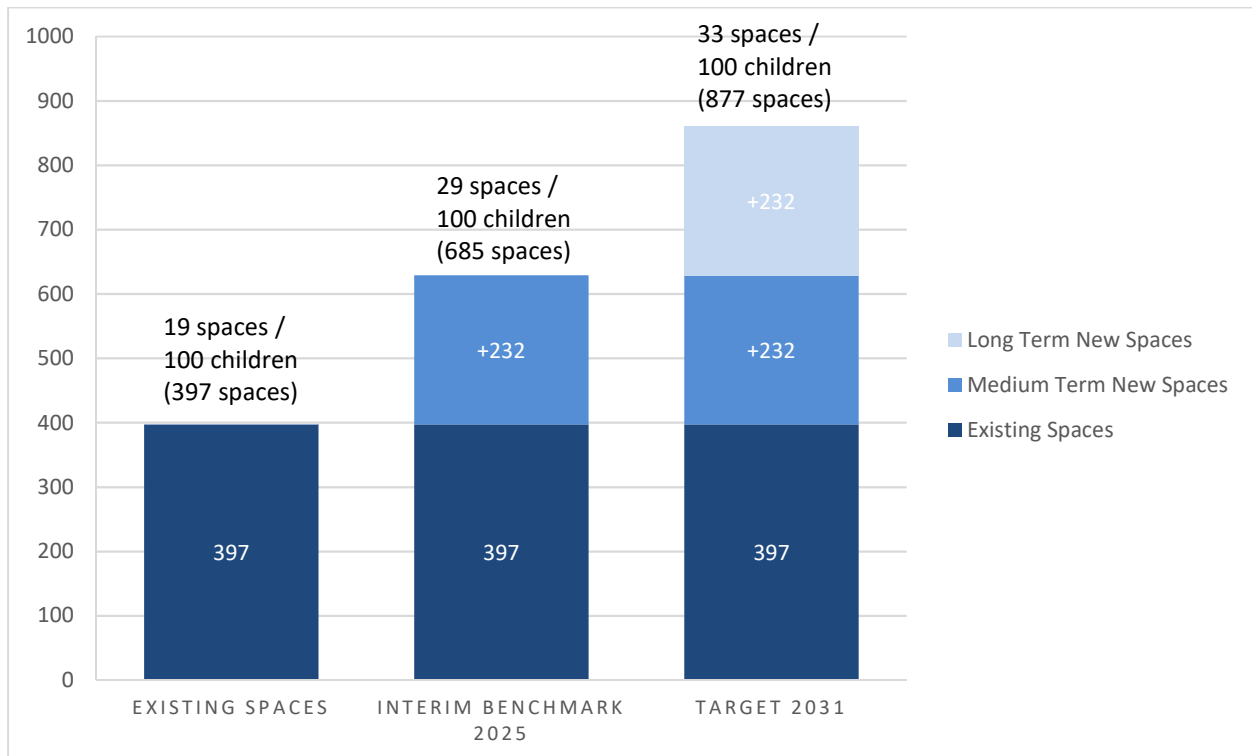
To meet the average access target of 33 spaces per 100 children, the targets for school age programs include:

Table 10. School Age Space Targets

TARGET YEAR	TARGET SPACES PER 100 CHILDREN
Interim Benchmark 2025	29
Ten Year Target 2031	33

To accomplish the target, two 24-space group programs need to be created every year for ten years (20 programs total) for a total of 464 new spaces, to add to the existing 397 spaces.

Figure 7: Space Creation Targets to School Age Children by 2031



Note: These targets are developed based on the City of North Vancouver and Metro Vancouver projection that the school age population will increase by 545 children from 2064 in 2019 to 2609 in 2030. Note that the school age population for the purpose of target-setting includes children 6 to 9 years of age. As noted in the Plan, the needs of children aged 10-12 may be supported by after school programs that are not licensed child care spaces (See Action 14).

CHILD CARE PRIORITIES AND ACTIONS

This Plan is organized around four priorities:



In the following sections, the relevance and importance of each of the priorities is outlined, what we learned through the process is highlighted, a summary of key information is provided, and a series of actions is defined, with timeframe and key partners.



PRIORITY 1: INCREASING ACCESSIBILITY

WHY DOES IT MATTER?

- Families need to be able to find licensed child care spaces that meet their needs.
- All families, especially those who have traditionally been underserved, should have their child care needs met, so that parents can effectively work, learn, and participate in community, ; and so that children can benefit from early childhood learning and development opportunities.

WHAT HAVE WE LEARNED?

Four key issues regarding accessibility of child care in the City are:

- **Number of Spaces**

One of the biggest issues is the insufficient number of spaces to meet the demand for child care. The most pressing needs are spaces for infants/toddlers and school age children.

- **Location of Spaces**

Child care spaces need to be located close to home/school/transit and in underserved neighbourhoods.

- **Who is Able to Use the Spaces**

Underserved population groups such as immigrants, newcomers, lone parents, families with children with special needs, etc. need to be able to access child care services and supports.

- **When are the Spaces Available**

Child care options with non-traditional or extended hours are limited.

ACTIONS: INCREASING ACCESSIBILITY

The City has important roles to play in increasing access to child care. While the City does not have a mandate or resources to fully address the gaps in child care accessibility, the City will work to create, coordinate and advocate for child care accessibility. The City will coordinate and facilitate the development of new facilities and spaces, will fine-tune the City's policies and regulations to encourage the delivery of child care through development, and will prioritize and direct child care into priority locations that meet families' needs. The City will also work to address the location and hours of child care facilities so that the services meet the needs of families that face barriers in accessing child care.

The City will also identify opportunities for civic projects, and joint funding opportunities with the Province, to lead the creation of a portion of the child care spaces in the City over the next ten years.

ACTION	TIME FRAME	EXTERNAL PARTNERS
Funding and Partnership for future City Owned Child Care Facilities – Shovel Ready Projects		
1. Access Provincial capital funding to build child care spaces. Develop a structured partnership with the Province for multiple programs and sites, in order to plan and build shovel-ready projects ⁶ for additional child care spaces in the City that are constructed over multiple years.	Short	Province, School District, Non-profit operators
2. Include multi-year project plans for new child care facilities/spaces in the 5-year capital plan process for Council deliberation and prioritization. This includes: <ul style="list-style-type: none"> City-initiated facilities to be delivered as civic projects, using the Civic Amenity Reserve Fund; and, Where possible, in-kind child care spaces that are delivered through development. 	Ongoing Short	None
3. Consider targeting a proportion of Civic Amenity Reserve Fund to be allocated to child care that is in balance with the provision of other community amenities and with evolving community needs and priorities.	Medium / Long	None

⁶ In this context a shovel ready project refers to a child care facility project that is at a stage of development for building to begin after detailed design and permits are in place. Conceptual planning is completed and the site is zoned.

4. In an effort to prepare shovel ready child care projects, maintain an inventory of existing publicly owned locations and properties that would meet basic suitability criteria. The inventory would include: <ul style="list-style-type: none"> • City assets (buildings and land), that are potential sites for capital redevelopment; • Underutilized or vacant spaces or land; and • Working with other public and non-profit partners to identify additional spaces and land in 'new builds' and renovations of existing facilities. 	Short / Medium / Long	Vancouver Coastal Health, School District, non-profit child care providers, post-secondary institutions, NVRC, other non-profits
5. Develop building models/prototypes and high level cost estimates, to facilitate planning for new child care facilities on civic sites.	Short	Developers (consult)
6. Explore innovative models for public and non-profit ownership and operation of child care facilities that achieve feasible reliable long-term operation.	Short / Medium	
Updating City Policies and Regulations		
7. Endorse child care space creation targets in this Plan, to guide and monitor space creation over the next ten years. The targets aim to create new spaces as follows: <ul style="list-style-type: none"> • Infant/Toddler: 299 new spaces • Preschooler: 300 new spaces • School Age: 464 new spaces 	Ongoing	None
8. Through the Community Well Being Strategy and the next review of the Official Community Plan, strengthen the child care goals and objectives to further this Action Plan.	Medium	Developers, Vancouver Coastal Health, School District, non-profit providers (consult)
9. Ensure that future amendments to the Zoning Bylaw are child care friendly for all types of child care including family and in-home multi-age services. Any future Zoning Bylaw changes should ensure that: <ul style="list-style-type: none"> • additional barriers are not imposed; • build on existing strengths and proactive focus on quality and safety; • revised bylaw is provided to the child care sector and VCH Licensing Staff for reference; and, • the impacts of the new bylaw are routinely monitored and assessed for impact on child care space creation. 	Medium	Child Care providers, applicants, VCH, School District
10. Amend the Density Bonus and Community Benefits Policy to include:	Short	Developers (Consult)

<ul style="list-style-type: none"> Guidelines for residential development applications: <ul style="list-style-type: none"> i. For large residential development applications (in the range of 300 or more units) the City will work with the applicant to include on-site child care spaces as a component of the project's amenity contributions. ii. For small and medium residential development applications (less than approximately 300 units) the City will consider the feasibility of delivering a child care facility on site based on criteria including: child care need in the area, other priority needs for community amenities, and the suitability of the site and proposed development. Guidelines for the submission of valuation studies for child care facilities that are being proposed as on site amenities. 		
11. Undertake a land economics analysis of City policies and programs to explore incentives to increase child care provision through density bonusing and density transfer for child care provisions.	Short	Developers (Consult)
Prioritization of Child Care Opportunities – Program Types and Locational Criteria		
12. Direct new spaces to sites that meet the following criteria: <ul style="list-style-type: none"> Areas of the City with lower access rates and growing population; In civic facilities and parks; In new developments (especially residential and commercial) along or near transit corridors; In developments with affordable housing; and, On school properties. <p>Include consideration for the provision of child care within strategies and projects for affordable housing and transit expansion/improvement.</p>	Short / Medium / Long	Child Care Providers, School District, Vancouver Coastal Health, School District, non-profit providers, TransLink, BC Housing,
13. Work with the North Vancouver School District to create new child care spaces in existing and future schools and school sites.	Short / Medium / Long	North Vancouver School District
14. Work with other agencies to develop after-school programs that support children aged 10-12 years whose needs are not specifically addressed by school aged licensed child care space.	Medium	NVRC, VCH, parks and library staff, non-profit sector, School District

15. Work with the North Shore Child Care Planning Committee to explore and pilot, with providers, child care that offers longer hours, non-traditional hours, and/or flexible hours.	Medium	Province, VCH, non-profit providers, School District
16. Continue to engage in dialogue with First Nations on the North Shore, focusing on meeting the needs of Indigenous families/children and support high quality and culturally rooted and supportive child care programming.	Medium	First Nations Communities
Planning and Development Process to Enable Child Care		
17. Join Vancouver Coastal Health child care information meetings for potential child care owners and operators who are interested in opening child care centres.	Short	VCH
18. Offer information and guidance for creating child care spaces, in an online portal or other format that is clear, easily found, and is based on the assumption that applicants may have limited prior knowledge of the requirements.	Short / Medium	VCH, Child Care Resource and Referral





PRIORITY 2: IMPROVING AFFORDABILITY

WHY DOES IT MATTER?

- The cost of child care is unsustainable and unaffordable for many families, which can cause stress, financial strain, and can keep parents from participating in the labour force.
- The unaffordability of child care has disproportionately negative impacts on low income and vulnerable families.

WHAT HAVE WE LEARNED?

Two key issues regarding the affordability of child care in the City are:

- Fees

Child care is expensive, and fees are a driving factor in the choices families make regarding which program their children will attend, or whether they consider other alternatives. The alternatives may include relatives caring for children full time, or parents opting to care for children full time and not participating in the labour force, or other alternatives.

- Barriers

Affordability is exacerbated for families who face additional challenges or barriers such as: low income families, families with multiple children, lone parents, recent immigrants, families with children with special needs, foster families, and families in which parents do shift work.

ACTIONS: IMPROVING AFFORDABILITY

The City has limited opportunities to directly affect the cost of child care for families; key tools and responsibility rest with senior levels of government. The City's role is to provide some supports to non-profit operators to help to make their child care operations feasible, so that they can in turn offer more affordable child care fees to families.

ACTION	TIME FRAME	PARTNERS
19. Explore a funding strategy and revised criteria for the Child Care Improvement Fund, which would result in a City grant program that would assist non-profit child care providers with funding facility upgrades/maintenance or extended hours.	Short / Medium	Non-profit providers
20. Lease City-owned child care facility spaces to non-profit child care providers at nominal lease rates.	On-going	Non-profit providers
21. Provide permissive tax exemptions to not-for-profit child care providers, where applicable.	On-going	Non-profit Providers
22. Continue to work with partners to monitor child care fees on the North Shore, to understand changes in affordability and feasibility of child care.	On-going	North Shore Child Care Resource and Referral
23. Advocate to senior governments to reduce the cost of child care, and increase compensation for child care workers.	Short / Medium / Long	NS Child Care Planning Committee, District of West Vancouver, District of North Vancouver, School District



PRIORITY 3: FOCUSING ON QUALITY

WHY DOES IT MATTER?

- The research is clear that high quality child care is linked to positive child development outcomes for children. More generally, parents dropping off their children at a child care centre each working day want to feel secure knowing their children will receive safe, high-quality care.

WHAT HAVE WE LEARNED?

The Province is moving toward a universal approach to child care, which requires public investment and system wide planning across the province. At a program and facility level in the City, elements of quality include well supported and paid staff, and well designed and equipped facilities. The City's role in quality includes:

- Supporting and creating quality child care program spaces (both indoor and outdoor) in the City.
- Working with partners that provide quality care, which meets children's development needs.
- Working collaboratively with senior government and partners to exemplify the characteristics and outcomes of quality child care system in the City and on the North Shore.

ACTIONS: FOCUSING ON QUALITY

The direct mandate and authority to build, monitor, and assess a quality child care system is within the Provincial government's scope. The City's role in creating quality systems focuses on the quality of facilities and spaces (e.g. referring to guidelines and best practices) and to work with partners that provide quality care.

ACTION	TIME FRAME	PARTNERS
24. Work with child care non-profit operators/partners to: <ul style="list-style-type: none"> • Lease space for child care facilities in City-owned buildings and properties; • Demonstrate high quality child care services and spaces; and, • Strategize and look for opportunities to increase the number of licensed, non-profit, publicly funded child care spaces in the City. 	On-going	Districts of North & West Vancouver, Non-profit providers, School District, Non-Profit Providers
25. Apply the following guidelines to the process of creating new City-owned child care facilities: <ul style="list-style-type: none"> • Review proposed space for operational feasibility and quality of the child care space prior to approval. • Exceed provincial licensing requirements for the quantity and quality of design for indoor and outdoor space. 	Short / Medium	VCH, Non-profit providers, Child Care Planning Committee
26. Explore feasibility and options for creating design guidelines for City-owned child care spaces.	Medium	VCH, Non-profit providers, Child Care Planning Committee
27. Support the Province in its "Early Care and Learning Recruitment and Retention Strategy" initiative through joint advocacy.	Short	Districts of North & West Vancouver, Non-profit providers, School District



PRIORITY 4: STRENGTHENING PARTNERSHIPS

WHY DOES IT MATTER?

- The child care system involves many parties playing various roles, which requires intentional relationships and collaboration across jurisdictions in order to achieve accessible, affordable, and high quality child care spaces.

WHAT HAVE WE LEARNED?

During the engagement process for this Plan, the theme of partnerships was the most frequently suggested approach to increasing the quality, affordability, and accessibility of child care in the City and on the North Shore:

- **Value of Relationships**

The value of stronger ongoing relationships with the First Nations and Indigenous peoples, including incorporating Indigenous perspectives and history in child care planning and curriculum was recognized.

- **Opportunities for Collaboration**

Opportunities for collaboration focused on the use of publicly owned land / facilities, such as schools, post-secondary institutions, and hospitals for child care. In addition to public entities, participants also suggested partnerships with senior centres and large employers who might provide facilities on-site for their employees.

- **Value of Partnerships**

The value of enhanced partnerships with the neighbouring municipalities and other jurisdictions, such as School District, Health Authority, etc. to work and advocate together for meeting our community's child care needs.

ACTIONS: STRENGTHENING PARTNERSHIPS

The following actions will help the City to bring focus and attention to the essential relationships and partnerships for a coordinated quality child care system that meets families' needs.

ACTION	TIME FRAME	PARTNERS
Coordinated Child Care Services		
28. Work with the North Shore Child Care Planning Committee and child care agencies to explore the development of a joint interagency role/position focused on meeting space targets on the North Shore, which would facilitate partnerships and engage with Provincial and community partners to meet the North Shore's needs.	Short / Medium	School District, DNV
29. Explore opportunities for child care facilities to include space that incorporates programming/partnerships for family support services.	Medium	NS Child Care Planning Committee, child care operators
30. Explore the feasibility of a centralized child care waitlist or portal on the North Shore, to use existing spaces most efficiently and to simplify communication about space availability.	Medium	DWV, DNV, North Shore CCR&R, Operators, Child Care Committee, School District, Province
Nurturing Partnerships and Building Relationships		
31. Build supportive and learning relationships with First Nations. Support Indigenous perspectives and history in child care, and culturally appropriate and supportive child care in the City.	On-going	First Nations
32. Build partnership and joint planning protocol with the School District around child care to: <ul style="list-style-type: none"> • Ensure child care is part of all new school facilities, and renovated school spaces where possible; • Facilitate use of school spaces and grounds for school age child care operations where possible; • Structure the ongoing communication about child care between the City and School District; • Aim to stabilize the existing child care spaces and ensure no net loss of child care space in schools; and, 	Short / Medium	School District

<ul style="list-style-type: none"> • Support the Provincial direction toward an enhanced role for the School District regarding school age child care. 		
33. Continue to work with the North Vancouver Recreation and Culture Commission (NVRC) to plan, where possible, for additional child care spaces and services as part of new building opportunities.	Short / Medium	NVRC
34. Work with non-profit child care providers on partnerships that support them and their child care operations in the City, and consider mechanisms to increase their capacity, feasibility and economy of scale for child care operation on the North Shore.	Short / Medium / Long	Non-Profit Child Care providers
35. Pursue opportunities with employers in the City to participate in creating or providing child care opportunities that would serve their employees' families and community.	Short / Medium / Long	Local employers
36. Enhance the collaboration with the Child Care Resource and Referral Program and other child care sector and community service organizations to: <ul style="list-style-type: none"> • Bring child care operators and staff together for information sharing, joint training and education; • Inform parents about how to find quality child care and, especially support more vulnerable populations • Provide consistent child care messaging and information for across agencies on the North Shore 	On-going	Child care providers, VCH, Community Service Organizations, Child Care Resource and Referral Program
37. With the North Shore Child Care Planning Committee, provide regular briefings to elected officials (municipal and School District) and commit to offer orientation on child care matters after each local election to elected officials.	Short / Medium / Long	NS Child Care Planning Committee
38. With the North Shore Child Care Planning Committee, explore how to maximize the Committee's effectiveness for a systematic approach to child care on the North Shore.	Short / Medium	NS Child Care Planning Committee
39. Recognize and honour the value of child care workers and the child care in our community by supporting Child Care month on an annual basis, requesting and including their input, monitoring child care issues, and considering additional support and partnership opportunities.	On-going	North Shore Child Care Planning Committee, CCR&R
40. Build partnership opportunities with Capilano University Early Childhood Care and Education Program (School of Education and Childhood Studies) faculty and students. Collaboratively explore opportunities to improve child care quality, strategies to recruit and retain ECE employees, and ideas to innovate child care in the City.	Short / Medium	Capilano University

Advocacy		
<p>41. Advocate to senior governments to provide support to the child care sector and families in the following areas, and other priorities that arise:</p> <ul style="list-style-type: none"> • Ensuring that the needs of City of North Vancouver children are a priority for new spaces in provincial planning and funding; • Recruitment and remuneration of ECE's; • Increased resources to support children with additional needs and those from more vulnerable populations; • Lower fees for families; and, • Specific funds are needed to support non-traditional hours of care. 	Short / Medium	DWV, DNV, School Board



RESOURCES AND REPORTING

RESOURCES

Implementation of the Child Care Action Plan will be driven by the availability of City staff and financial resources to accomplish short, medium, long term, and ongoing actions. The City's inputs toward plan implementation will be complemented and enabled by contributions from and partnerships with other agencies, child care providers, and senior governments. The City will not accomplish all of the actions on its own. Support from senior levels of government and strong partnerships with others are needed, and the actions in this Plan seek to define and confirm their involvement.

Table 11. City Resources Required to Implement the Plan

POLICY DEVELOPMENT	<p>Funds for specialized consulting assistance to inform projects in the Action Plan, such as:</p> <ul style="list-style-type: none"> ○ Developing building models / prototypes and high level cost estimates, to facilitate planning for new child care facilities on civic sites (Action 5) ○ Exploring innovative models for public and non-profit ownership and operation of child care facilities that achieve feasible reliable long-term operation (Action 6) ○ Amending the Density Bonus and Community Benefits Policy – land economics study (Action 10) ○ Reviewing potential city-owned child care spaces that are proposed as on site amenity contributions for operational feasibility and quality of child care (Action 24, 25) ○ Exploring feasibility and options for design guidelines for city-owned child care spaces (Action 26) <p>Process: Staff will submit project sheets within the financial plan process, for Council's consideration. Actions that are listed as short-term in the Plan will be submitted with a priority timeline.</p>
FUNDS FOR CAPITAL PROJECTS	<p>City resources are beneficial to securing additional capital funds from the Province.</p> <p>Funds for capital projects to create new child care spaces (Action 2, 3):</p> <ul style="list-style-type: none"> ○ In 5 year increments, plan for city-initiated facilities that will be delivered through new development and voluntary developer contributions to the Civic Amenity Reserve Fund. ○ Consider targeting a proportion of Civic Amenity Reserve Fund to be allocated to child care that is in balance with other community amenities, for Council's consideration in the budget process and with evolving community needs and priorities. <p>Process: Staff will include multi-year project plans for new child care facilities/spaces in the 5-year capital plan process for Council deliberation, prioritization, and direction.</p>

Resources to support a strong and proactive staff role and responsibility in child care, may include:

- A facilitator/point person on staff to undertake overall responsibility and coordination of child care may require re-allocation of staff resource or new staffing depending on staff availability and demands.
- Project staff to plan and oversee capital development projects for child care.
- Staff to lead additional advocacy, relationship and planning with senior government (Action 41); relationship-building with partners including First Nations, School District, North Vancouver Recreation and Culture, Capilano University, and others (multiple actions, including Actions 31-40); and a proactive City role and involvement space creation and partnership development (multiple actions).

Process: As required, staff will bring forward project sheets within the financial plan process for additional staff resources to support the implementation of the project plan.

Note: *Some of the staff resources for an enhanced staff role in child care can be accomplished through re-allocation of existing staff resources and will not require additional requests.*

CITY COST FOR CREATING SPACES

The cost for creating child care spaces varies depending on the type of construction, the context, the type of child care program space, the standard to which it is constructed, and other factors. The City's share of the capital cost for creating new child care spaces also depends on the contributions from senior governments, and will drive the feasibility of proceeding with new facilities.

REPORTING

City of North Vancouver Council will receive reports on the City's progress toward meeting the child care space targets and actions in this Plan. The reports will be aligned with timeframes of the interim benchmarks (2025) and the longer-term implementation (2031) of the Plan.

The City will also regularly receive and provide updates about the child care sector through the North Shore Child Care Planning Committee, School District 44, and other partners and stakeholders.

Staff will bring financial requests and items that require Council direction and approval as they arise or are required.

ADDITIONAL INFORMATION

Additional resources and information to supplement this Child Care Action Plan are available on the [City's website](#), including:

- Glossary of Types of Child Care
- Child Care Action Plan Engagement Summary
- Child Care Action Community Statistical Profile
- Key Findings from Child Care Action Plan Research & Promising Practices
- Summary of Child Care Action Plan Stakeholder Consultation Input



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

INFORMATION REPORT

To: Mayor Linda Buchanan and Members of Council

From: Heather Evans, Community Planner

Subject: CHILD CARE ACTION PLAN UPDATE

Date: October 7, 2020 File No: 10-4750-15-0001

ATTACHMENTS

1. Summary of Input from Engagement for Child Care Action Plan (Document [#1951172](#))
2. Profile of Community Child Care Statistics (Document [#1910476](#))
3. MetroVancouver 2019 Survey of Licensed Child Care Spaces and Policies (Document [#1947998](#))
4. Summary of Child Care Needs, Emerging Priorities and Directions for the Child Care Action Plan (Document [#1951249](#))

PURPOSE

This report presents a progress update, findings, and emerging directions in the development of the City's Child Care Action Plan.

POLICY CONTEXT: FEDERAL, PROVINCIAL, REGIONAL, CITY

The Child Care Action Plan will help to guide child care investments from all levels of government, and the non-profit and private sectors over the next 10 years, serving as a roadmap to engage partners with shared responsibility for meeting the City's identified needs. While the City does not have the mandate and resources to fully address the gaps in child care availability, affordability and quality on its own, this plan will define child care needs and goals and introduce strategies to assist in the delivery of new spaces. Multi-level government commitments to child care are evolving and summarized as follows:

Federal: The Government of Canada and Province of BC have a bilateral agreement for child care ([BC Early Learning and Child Care Agreement 2017-2020](#)). The federal throne speech on September 21, 2020 indicated a federal high-level commitment to "a significant, long-term, sustained investment to create a Canada-wide early-learning and child care system" with more details to emerge.

Provincial: In 2018 the Province made a significant shift and commitment to provide new funding towards the building of a universal, high quality, publicly funded child care system over the course of the next 10 years with changes and initiatives that reduce child care fees for parents, build more licensed spaces, and increase supports for people who are working in the child care sectors ([Child Care B.C. Blueprint](#)).

Regional: Metro Vancouver monitors the number of child care spaces and municipal policies supporting child care in the region. Like the City, many member municipalities in Metro Vancouver are engaged in developing (or have recently approved) Child Care Action Plans funded by the Provincial grant program.

City:

- The Child Care Action Plan supports the vision and priority of Council's Strategic Plan to be 'A City for People' that is welcoming, inclusive, safe, accessible and supports the health and well-being of all. The Plan also supports the vision and priority to be 'A Prosperous City', as child care is an essential service to families that supports labour force participation, especially for women, and benefits the local economy and recovery.
- The Plan builds upon the Official Community Plan, particularly Chapter 3 - Community Well Being, that recognizes issues and challenges faced by families including access to child care spaces.
- The Child Care Action Plan will supersede the Child Care Policy and Plan, dated 2009. Directions and actions from the 2009 plan will be included, updated, and built upon in the Child Care Action Plan.
- The Child Care Action Plan will be included in the Community Well Being Strategy, which is currently under development.

ENGAGEMENT PROCESS AND INPUT

The Project Team for creating the Plan has been comprised of City staff with consultants from the Social Planning and Research Council of BC (SPARC BC) in collaboration with consultants Sandra Menzer, Barry Forer and John Foster. Key partners in the child care sector were involved in 'solutions workshops' to help with creating the plan, including representatives from School District 44, Vancouver Coastal Health Child Care Licensing, North Vancouver Recreation and Culture Commission, and others. These multiple agencies' willing collaboration, creativity, and efforts have been extremely helpful.

The plan is also shaped by engagement with various groups and individuals that are involved in the child care sector from various perspectives, summarized in Table 1 below and Attachment 1.

Table 1. Summary of Engagement for Child Care Action Plan

Engagement Method	Input From:
Surveys	Parents and caregivers (381 responses) Child care providers in the City (26 responses)
Interviews with key stakeholders	Community partners (16 interviews)

	First Nations - with Squamish Nation and Tsleil-Waututh Nation representatives
Focus groups / meetings with partners and community members	Non-profit service providers (23 participants)
	Underserved population groups (5 meetings)
	North Shore Child Care Planning Committee
	Child Care Early Childhood Educators and employees
	General community meeting
Solutions Workshops	Co-hosted with District of North Vancouver and involving multiple agencies including School District, North Vancouver Recreation and Culture Commission, Capilano University, Provincial representatives, etc.

The City worked collaboratively with the District of North Vancouver and the District of West Vancouver on the engagement processes, which informed this plan and the Districts' respective plans. There are opportunities for future collaboration, particularly around coordination of resources and joint advocacy to meet child care needs. Ongoing work and collaboration of the North Shore Child Care Planning Committee is instrumental in maintaining and building partnerships that enable child care delivery and system that the City is part of on the North Shore.

The Social Planning Advisory Committee and the Advisory Planning Commission have received presentations and updates on the child care action plan process. Members of these two advisory committees have been invited to provide written comments on draft materials.

CHILDCARE NEEDS

Qualitative and quantitative research has been undertaken to understand the need for child care spaces. To understand current and future needs across the City, three child care areas were defined for child care planning purposes: 'West', 'Central' and 'East'. (See Attachment 4 for a map that defines these areas.)

Current Child Care Spaces

Identified current child care spaces across the areas of the City and various child care programs include:

- **Infant and Toddler Programs** - There are limited infant-toddler group child care spaces in the Central planning area, which is the most populated. In this planning area, there are group child care spaces available for only 14.6/100 children aged birth to two years. By contrast, the East planning area has spaces for 24.8/100 children and the West planning area, though having the smallest population, has spaces for 35.2/100 of its infant – toddlers.
- **3-5 Years Programs** - Consistent with the pattern across Metro Vancouver and BC, in the City there are higher numbers of group child care spaces for children aged 30 months to school age; West has 65.6/100 children, East has spaces for almost 50/100 children access rate and Central has spaces for 36/100 children.

- School Age Care Programs - The number of school age care spaces available is quite low relative to the number of children in all of the child care planning areas. The area with the lowest number of spaces relative to the number of school age children is West: 8.1/ 100 children.

The locations of child care facilities in North Vancouver are displayed on the [BC Child Care Map](#), which is populated with information from VCH Child Care current child care licensing records.

Meeting Future Child Care Needs

Looking ahead to 2030, the child population in the City of North Vancouver is projected (by Metro Vancouver) to grow by 25% (i.e. 1,667 more children). To maintain the current access rate of approximately 26.9 spaces for every 100 children 0-12, 551 new child care spaces would need to be created in the City by 2030 in order to keep up with an increase in demand from growth of the projected child population.

The planning process and analysis has also identified that the current access rate to child care spaces (the number of spaces per 100 children) is not sufficient to meet families' needs. Some of the evidence includes long wait lists for child care spaces, impacts on labour force participation due to lack of child care spaces, and parents reporting that their child care needs are not being met.

The City has researched other jurisdictions (e.g. European Union), and engaged key partners in the child care sector in North Vancouver in a discussion about defining child care access rates. Federal and Provincial standards do not exist for the number of child care spaces per capita. Table 2 below outlines child care access rates (to be achieved by 2030) and the implications in terms of the number of new spaces that would be required to meet this measure.

Table 2. Summary of Draft Child Care Access Rates, and New Spaces Needed

Program Type	Child Care Access Rate by 2030	Number of Spaces to Meet 2030 Need
Infant and Toddler	33 spaces per 100 children	312 new spaces
Preschool (3-5 year olds)	50 spaces per 100 children	480 new spaces
School age (6-9 year olds)	33 spaces per 100 children	480 new spaces

If the above access rates were established as a target, 1,092 additional child care spaces would need to be created in the City by 2030. To contribute to addressing this significant need, local governments require support from senior levels of government, community partners, and others. Currently, senior governments have committed capital funding to support space creation, but if this funding support declines, space creation could be expected to slow. Community child care providers are already creating new child care spaces that work toward meeting the City's overall targets for the community.

EMERGING DIRECTIONS FOR THE PLAN

Priority Areas

Four key priority areas for child care action are informed by the research and engagement for the child care action plan:

1. Increase access to child care;
2. Make child care more affordable;
3. Focus on quality child care; and
4. Develop collaboration and partnerships.

Table 3. Priority Areas for Child Care Action and Rationale

Priorities for Action	Why is this a priority, why does it matter?
1. Increase access to child care	<ul style="list-style-type: none">• Families need to be able to find licensed child care spaces that meet their needs.• All families, especially underserved populations, should have their child care needs met.
2. Make child care more affordable	<ul style="list-style-type: none">• The cost of child care is unsustainable and unaffordable for many families. The unaffordability of child care is stressful, causes financial strain, and keeps parents from participating in the labour force.• The unaffordability of child care has disproportionately negative impacts on low income and vulnerable families who need support.
3. Focus on quality child care	<ul style="list-style-type: none">• The research is clear that high quality child care is linked to positive outcomes for children, while poor quality care can have negative long-term effects.• More generally, parents dropping off their children at a child care centre each working day want to feel secure knowing their children will receive safe, high-quality care.
4. Develop collaboration and partnerships	<ul style="list-style-type: none">• The child care system involves many parties playing various roles, which requires intentional relationships and collaboration amongst and across jurisdictions.

Attachment 4 outlines each of the priority areas including: why it matters, what we have learned through the development of the plan, and emerging directions for City action. In the forthcoming Child Care Action Plan, each of the priority areas will be supported by short, medium and long term actions, within a 10-year time frame. The actions will be focused on those that can be completed by the City, and collaboration with child care sector partners will be outlined.

Key Emerging Directions

The Child Care Action Plan will identify key areas and initiatives through which the City can make a difference in meeting child care need, including:

1. *Quantifying the City's child care needs and identifying targets.*
 - As outlined above in this report, the City's estimated need for child care spaces has informed draft targets for child care spaces in the community.

- The Plan will include the targets as a means of demonstrating the City's acknowledgement of child care need, leadership toward meeting the need, and prioritization of child care spaces by type and location. The City is not solely responsible for creating new spaces to meet these child care needs; other child care providers and funders also play a key role.
2. *Parameters for gaining new child care spaces through development.*
 - The Plan will outline amendments to regulations and policy that result in new child care spaces through development where they are most needed.
 - This will include amendments to the Density Bonus and Community Benefits Policy to provide guidance on when and how the City would secure the provision of in-kind child care spaces in new development (the Density Bonus and Community Benefits Policy already includes Child Care in the list of amenities to which cash contributions to the Civic Amenity Reserve Fund are allocated).
 - Policy direction to allocate approximately 20% of the Community Amenity Reserve Fund to be considered toward the capital cost of child care facilities. Staff will identify child care project opportunities for deliberation in the budget process and in the context of other opportunities and demands additional possible projects to be funded from the Community Amenity Reserve Fund. The target of 20% per year from the Community Amenity Reserve Fund would include the value of child care facilities that are delivered as on-site amenity contributions in new developments, as directed by Council. This policy is intended to both provide a commitment to expanding child care as well as to ensure funds available for other community amenities and needs.
 3. *Direction to seek a multi-year funding capital funding agreement with the Province, which complements the City's capital contributions for new child care spaces.*
 - The City is currently eligible to apply for Provincial funding assistance on a project by project basis through the ChildCare BC New Spaces fund. Some larger BC communities have negotiated multi-year funding agreements with the Province. The Plan will provide direction for the City to initiate this type of agreement between the City and the Province.
 4. *Streamlining the City's development process and information about child care, to make it easier for operators to create new spaces and make it easier for families to find the information they need.*
 - Child care can be complicated to navigate, and the City can play a coordinating role in making it as accessible as possible. The actions in the plan will direct streamlined development processes, staff resourcing, and provision of information to both operators and families.

FINANCIAL IMPLICATIONS

As stated above, the City does not have a mandate nor the financial capacity to deliver child care facilities that will meet the community's significant needs on its own. Much of the responsibility for investment for child care is within the Provincial government's purview.

Council has already directed the allocation of \$5 million over the next five years toward child care capital projects. Future potential child care projects will come forward for Council consideration and will be prioritized in relation to other projects and needs in the Financial Plan process.

Staff will also bring forward a project sheet within the Financial Plan process for an annual allocation of City funds to implement the Child Care Action Plan. These funds would enable projects that require consulting assistance to amend policies, enable initiatives that would incur costs to convene partners in the community around child care action items, etc.


INTER-DEPARTMENTAL ROLES AND RESPONSIBILITIES

The availability and capacity of City staff, particularly within the Planning and Development Department and the Strategic Initiatives Department, is a key factor in considering the City's overall capacity and timelines to proceed with significant City-led child care facility projects. The capacity will continue to be assessed as projects are brought forward for implementation.

NEXT STEPS

Feedback from Council, Committees and inter-departmental review will be incorporated into a draft Child Care Action Plan which will be brought forward to Council shortly for review and endorsement. The City received grant funds from UBCM for the Child Care Action Plan project, and finalization of the plan and final report to the funder are due by December 31, 2020.

RESPECTFULLY SUBMITTED:



Heather Evans
Community Planner

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Karla Graham

City of North Vancouver
City Clerk's Department

DEC 02 2020

Received

Subject: Council Contingency Request Community Christmas Hampers / Dinners
Attachments: NSCCD Slide 2020 (1).jpg

Dear Mayor Buchanan, City Councillors

I wanted to reach out to you about the North Shore Community Christmas Dinner. I have been partnering with Dave Sattler from the North Shore Alliance Church for a number of years on this event and have managed the coordination of it for the last 4 years. It is an event I am extremely proud to be involved in as it has served those in need for over 30 years on the North Shore with the origins of this event from the Harvest Project, an important partner we still work with today. This plated Christmas dinner feeds over 400 people in need on the North Shore. The City of North Vancouver has been a great partner over the years as you are aware. It is partnerships like this that really make this event possible.

Obviously with the challenges of Covid, there will be no sit down dinner this year. What we will be executing on instead is providing 170 Christmas hampers for delivery and pickup and 50 package Christmas dinners for our homeless that have limited cooking options available to them. We have a solid list of approximately 200 "households" of Coffee Time, Harvest Clients, and new immigrants that could benefit from us providing this service. In this challenging time we currently face, we feel that there is even a stronger need to support our most vulnerable members of the North Shore.

The past years, I have submitted a Community Grants application to the City to help with funding and the City has been very supportive of our event. This year with the uncertainty of Covid, we did not submit an application as we were not sure if we were going to be able to do the dinner. We have decided that we still want to move forward and believe we can safely execute on this event while abiding by the Provincial Covid requirements. I am not sure what the process is now that we have missed the Community Grants Application. However, we would like to request the same funding as last year of \$2,500 if it is possible from the City Contingency Fund for this event. An estimated total cost to us to run the event this year will be around \$5,500.

I have attached a promotional poster we are using internally for the event at the North Shore Alliance Church as a reference for you. Regardless of whether the City can support our event this year or not, we have included you as a partner on the poster in respect to the many years of previous partnerships we have had. Other key partners involved in this event are Save on Foods, Carson Graham, The Harvest Project and the North Shore Alliance Church.

I appreciate your consideration of this request.

Kind regards,

--
Craig Tonini

Reviewed by:

M. Kelly

CAO

SPONSORED BY:



save on foods

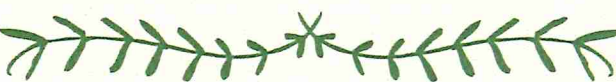


North Shore COMMUNITY CHRISTMAS DINNER

Saturday, 19th December, 2020



PROVIDING FOOD HAMPERS THIS YEAR



SATURDAY, 19th DECEMBER

CARSON GRAHAM SECONDARY

2145 Jones Avenue

CORNER 23RD ST WEST & JONES





WE NEED DONATIONS OF
\$25 GIFT CARDS FOR:

- SAVE ON FOODS
- WALMART
- McDONALDS
- TIM HORTONS

MORE INFO: 604.984.6422



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

INFORMATION REPORT

To: Mayor Linda Buchanan and Members of Council

From: Debbie Cameron, Budget Analyst II – Finance

Subject: STATUS OF 2020 COUNCIL CONTINGENCY GRANTS ACCOUNTS

Date: December 2, 2020 File No: 05-1840-20-0001/2020

ATTACHMENTS:

1. Contingency Grant Accounts at December 31, 2019 ([CityDocs 1853028 V1](#))
Attachment 1 provides a look back at the same grant accounts in the previous year, for information and comparison.

The following tables provide up to date status of the Council Contingency grant account, and the Council Bereavement Donation Fund, as they are allocated during the current year.

General Contingency 2020

2020 Budget **\$ 50,000.00**

<u>General Contingency Grants Issued:</u>	<u>Amount</u>
	\$ 0.00

Subtotal Grants **\$ 0.00**

Remaining Budget **\$ 50,000.00**

One Time Grants 2020

2020 Budget **\$ 50,000.00**

One Time Grants Issued: Amount

Subtotal General Monies Issued **\$ 0.00**

Remaining Budget **\$ 50,000.00**

Council Bereavement Donations Fund 2020

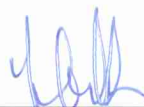
2020 Budget **\$ 5,000.00**

General Contingency Grants Issued: Amount

Subtotal General Monies Issued **\$ 0.00**

Remaining Budget **\$ 5,000.00**

RESPECTFULLY SUBMITTED:


for

Debbie Cameron
Budget Analyst II – Finance

CONTINGENCY and GRANTS ACCOUNTS at DECEMBER 31, 2019




General Contingency 2019 Budget		\$50,000
Fire Prevention Officers Assoc. of BC – <i>50th Anniv Conf & Seminar</i>	\$1,495	
North Vancouver Football Club Euro Travel Team	2,600	
NV City Firefighters Local 298 Fndn – <i>Park and Tilford Hi-Light Festival</i>	1,000	
Operation Red Nose	2,000	
6 Field Engineer Squadron Museum Association	1,500	
Total Monies Granted in 2019	\$8,595	
Remaining Balance 2019		\$41,405

One Time Grants 2019 Budget		\$50,000
Total Monies Granted in 2019		
Remaining Balance 2019		\$50,000

Council Bereavement Donations Fund Budget 2019		\$5,000
Total Monies Granted in 2019	1,000	
Remaining Balance 2019		\$4,000

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

REPORT

To: Mayor Linda Buchanan and Members of Council

From: Larisa Lensink, Environmental Sustainability Specialist

Subject: ELECTRIC VEHICLE STRATEGY IMPLEMENTATION UPDATE AND
NEXT STEPS

Date: December 2, 2020 File No: 11-5280-20-0004/1

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 December 2, 2020, entitled "Electric Vehicle Strategy Implementation Update and Next Steps":

THAT staff be directed to develop electric vehicle readiness requirements for non-residential parking spaces in new construction to support workplace and opportunity charging in consultation with stakeholders for Council consideration;

THAT staff be directed to investigate opportunities for neighbourhood charging to support additional opportunities for residents with barriers to home charging;

AND THAT staff be directed to accelerate implementation of actions to support electrification of the City's fleet.

ATTACHMENTS

1. 2018 Electric Vehicle Strategy (Document [#1696442](#))

PURPOSE

The purpose of this report is to provide Council with an update on the progress made to date in implementing the City's 2018 Electric Vehicle (EV) Strategy and to seek Council's direction regarding next steps for accelerating EV adoption in the City.

BACKGROUND

In September 2018, Council endorsed the EV Strategy, the City's guide to accelerating EV adoption to address carbon pollution from passenger vehicles. Informed by results of internal, stakeholder and public engagement, as well as expert research, the Strategy was designed to position the City as a market accelerator in the transition to zero emission vehicles.

The Strategy identified 30 key actions in the following five areas to remove barriers to EV ownership by increasing access to charging infrastructure and increasing public understanding of EVs and EV charging:

1. Charging Infrastructure: New Construction
2. Charging Infrastructure: Existing Buildings
3. Public Charging Network
4. City Fleet and Equipment
5. Education and Outreach

Since the adoption of the EV Strategy, staff have committed significant resources toward implementing priority actions in each area of the Strategy to enable residents to switch to EVs. This report outlines the progress made in each area.

Over the past two years, EV adoption has doubled in British Columbia with EVs accounting for 9% of new passenger vehicle sales in Q4 of 2019 (Figure 1), and likely significantly higher in the Metro Vancouver region. This shift towards EVs is due in part to the combined efforts of senior, regional and local governments in providing vehicle and charging station rebates, public education and a growing public charging network.

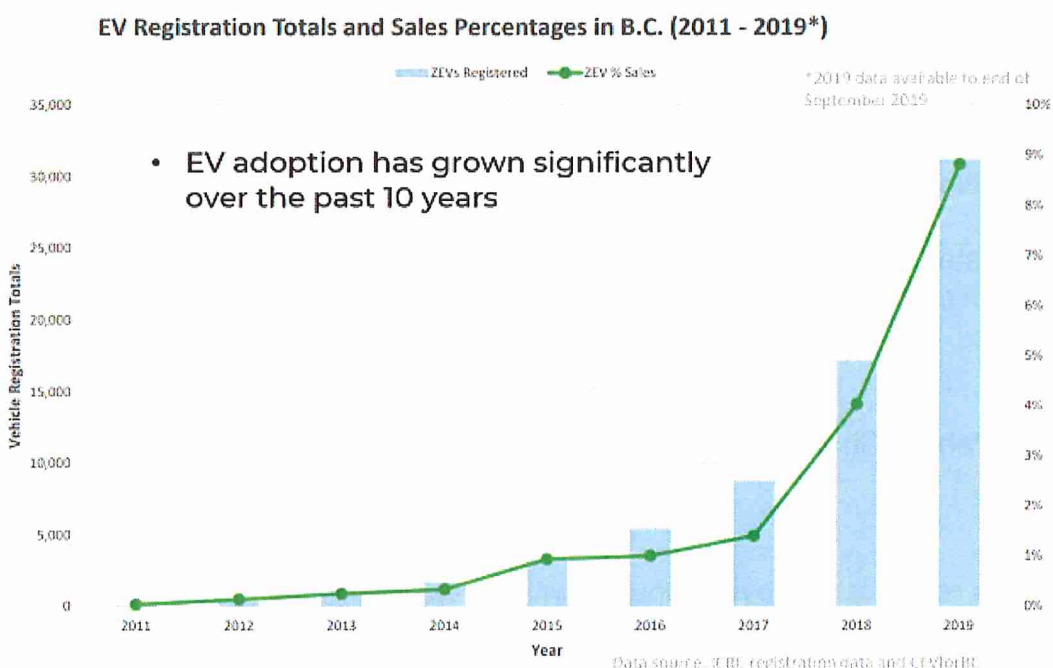


Figure 1. EV adoption in British Columbia from 2011 to 2019.

DISCUSSION

1. Charging Infrastructure: New Construction

Progress to Date

In February 2019, Council adopted Zoning Bylaw amendments to require that 100% of new residential parking spaces are equipped with an energized outlet capable of supporting charging for an EV.

This policy approach is referred to as “EV Readiness”, as it ensures that all electrical infrastructure is in place upstream of a junction box or energized outlet that is “ready” to support an EV charging station (Figure 2). Ensuring that new buildings have adequate electrical infrastructure to enable widespread EV charging avoids costly and complicated retrofits at a later time.

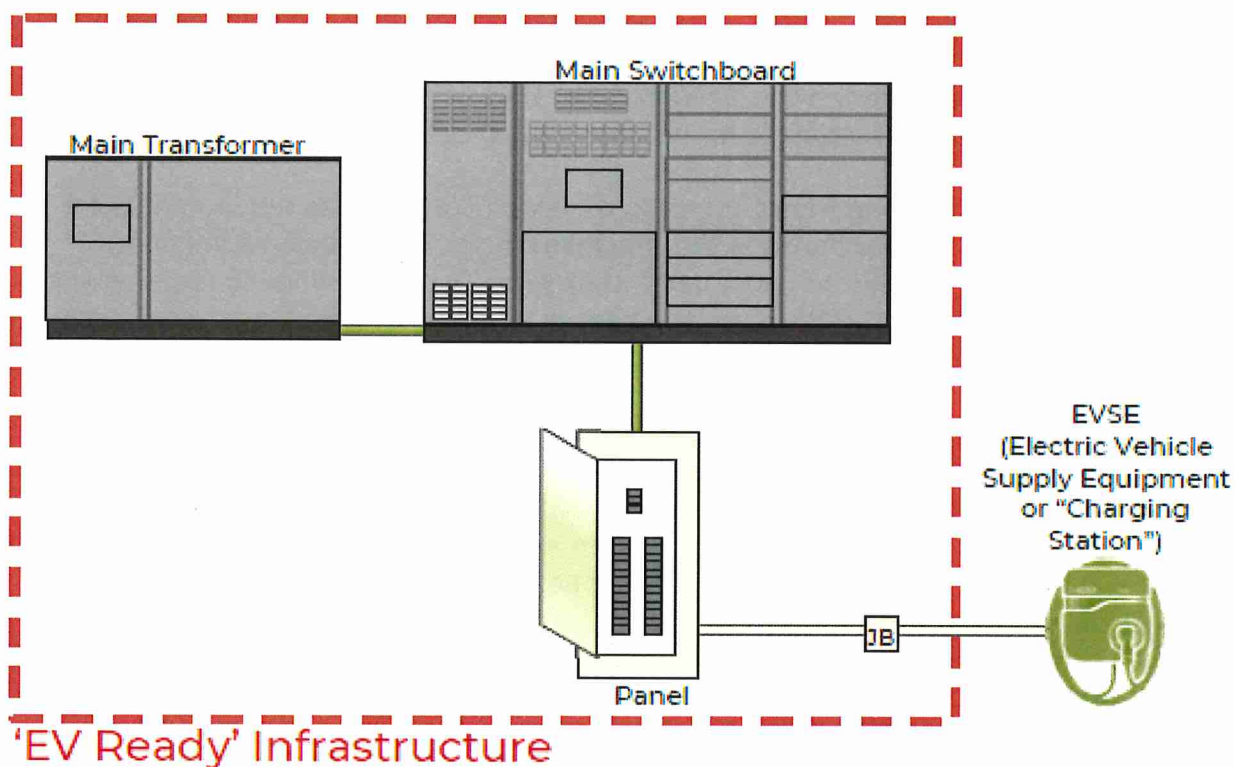


Figure 2. 'EV Ready' Infrastructure Diagram (Source: AES Engineering, *EV Charging Infrastructure Requirements for Non-Residential Buildings Presentation*, 2020).

Since the requirement took effect in June 2019, plans for approximately 500 parking spaces in single family, duplex, coach homes and multi-family buildings have included EV Ready infrastructure.

Next Steps

A remaining action identified in the EV Strategy is the development of EV readiness requirements for non-residential parking spaces in new buildings.

The majority of EV charging occurs at home where vehicles are most often parked. However, many residents face barriers to home charging especially those living in multi-family buildings where retrofits can be expensive and complex, or those who lack off-street parking (termed “garage orphans”). In these cases, the ability to charge at work or at locations they regularly frequent like grocery stores or community centers, referred to as “opportunity charging”, can provide a viable alternative to home charging. Workplace charging in particular can be a “second best” option for residents who lack access to home charging as vehicles are parked at these locations for extended periods of time.

Increasing access to workplace charging and opportunity charging can be achieved through EV readiness requirements for buildings with non-residential uses to equip new buildings with commercial, office, industrial and institutional space with the electrical infrastructure required to support EV charging. Staff have recently commissioned a study, in partnership with the City of Vancouver and BC Hydro, to determine the appropriate level of EV readiness for non-residential uses.

Staff are seeking direction from Council to develop EV readiness requirements for buildings with non-residential uses with the following policy objectives in mind:

- **Increasing access to workplace charging.** The EV readiness requirements should enable residents who lack access to home charging, and residents whose commute distance exceeds the range of some EVs to conveniently charge their vehicles.
- **Increasing access to opportunity charging.** Equipping buildings with non-residential uses should provide residents with opportunities to charge their vehicles at destinations they regularly visit.
- **Simplicity.** The EV readiness requirements should be simple for developers to understand and apply, and for staff to administer.
- **Minimizing costs.** Requirements for increased electrical infrastructure should be limited at the appropriate level to achieve policy objectives without placing undue burden on developers. In addition, the costs to retrofit buildings by occupants should be avoided through EV readiness requirements.
- **Future-proofing.** The EV readiness requirements should be sufficient to support future demand for workplace charging when EV adoption is widespread.

Should Council direct staff to proceed with the development of EV readiness requirements for buildings with non-residential uses, staff will develop proposed requirements in consultation with stakeholders and report back to Council with the results of consultation and recommended requirements early in 2021.

2. Charging Infrastructure: Existing Buildings

Progress to Date

To address barriers to EV charging in existing buildings, the City has promoted the Province's CleanBC rebates for EV charging station installations in multi-family buildings and workplaces. Through this program, the Province is offering up to \$2,000 towards the installation of EV charging stations in strata condominiums, rental apartments and workplaces and committed \$5 million in the 2020 budget towards the program which will run until February 28, 2021 or until funds are depleted. Supporting residents with barriers to home charging is a particular priority for the City, where it is estimated that residents have a 20% or lower chance of easily accessing or installing home charging due to the high proportion of residents living in multi-family buildings (Figure 3).

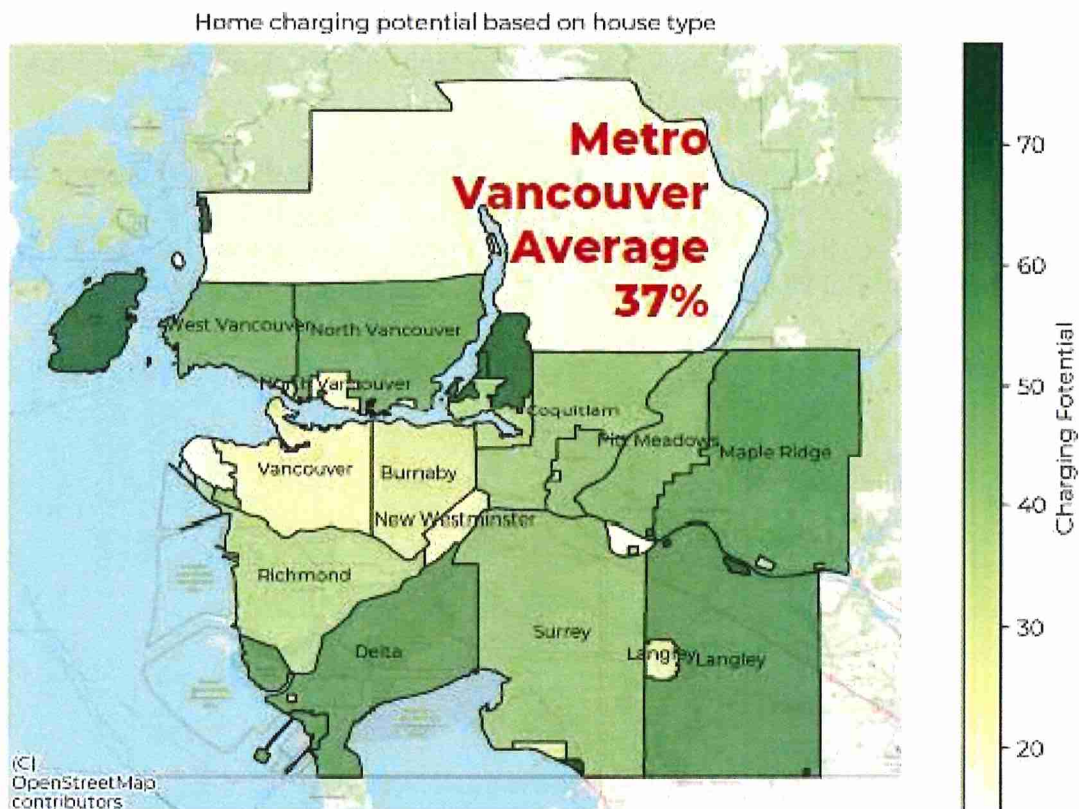


Figure 3. Home charging potential based on dwelling type (Source: AES Engineering, *EV Ready Non-Residential Parking Requirements*).

Next Steps

Staff will continue to promote the CleanBC rebates and will continue to pursue opportunities to provide top-ups to the rebates for EV charging installations in multi-family and workplace buildings as funding allows.

Advocating to the Province for “right-to-charge” legislation within the Strata Property Act to strengthen the ability of residents to install EV charging stations in strata buildings is

another action identified in the EV Strategy. Staff note that bringing forward “right-to-charge” legislation for both strata and apartment buildings was included in the recently issued mandate letter from Premier Horgan to the Attorney General and Minister responsible for Housing. Staff will continue to advocate that this legislative change be implemented in a timely manner.

3. Public Charging Network

Progress to Date

The City is on track to fulfill the initial public charging targets identified in the EV Strategy of installing two to four new Direct Current fast charging (DCFC) stations and three to five additional Level 2 charging stations. In 2019, with funding from Natural Resource Canada’s Electric Vehicle and Alternative Fuel Infrastructure Program, the City installed a DCFC station in the City Hall west parking lot. Following two more successful NRCAN funding applications, staff are in the process of installing a second DCFC station on East 3rd and three Level 2 stations in Mahon Park, Ray Perrault Park and adjacent to the new Lawn Bowling Club.

In total, successful grant applications have secured \$175,000 in funding from senior government programs for EV charging station installations. Once the planned installations are completed, the City’s public charging network will include four DCFC stations (two operated by BC Hydro) and seven Level 2 stations (twelve Level 2 charging points) (Figure 4).

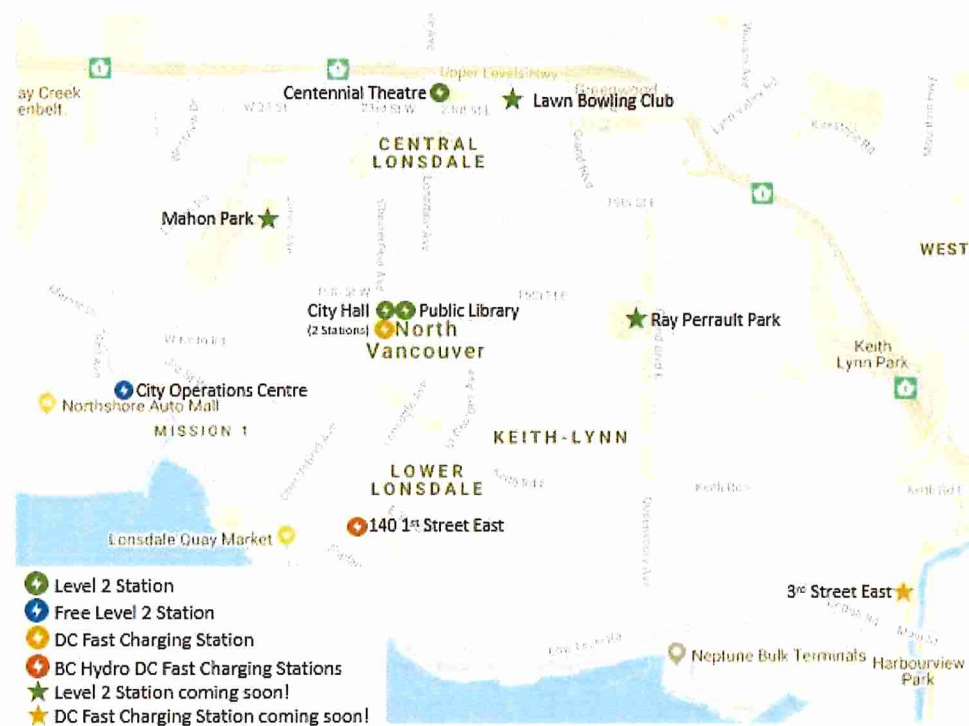


Figure 4. The City's public electric vehicle charging network.

In April 2019, fees were implemented at all City owned public EV charging stations, an action identified in the EV Strategy to increase turnover at the stations and recoup costs associated with the stations. Since the user fees were introduced, the EV charging stations have become essentially cost neutral, with the revenues from fees covering operating expenses.

Staff have been actively monitoring the station usage data to proactively adjust fees and understand usage behaviors of EV drivers in the City. Station usage data shows an exponential increase in usage from the time of installation in 2013, the impact of user fees in Q2 2019 and of the COVID-19 pandemic (Figure 5).

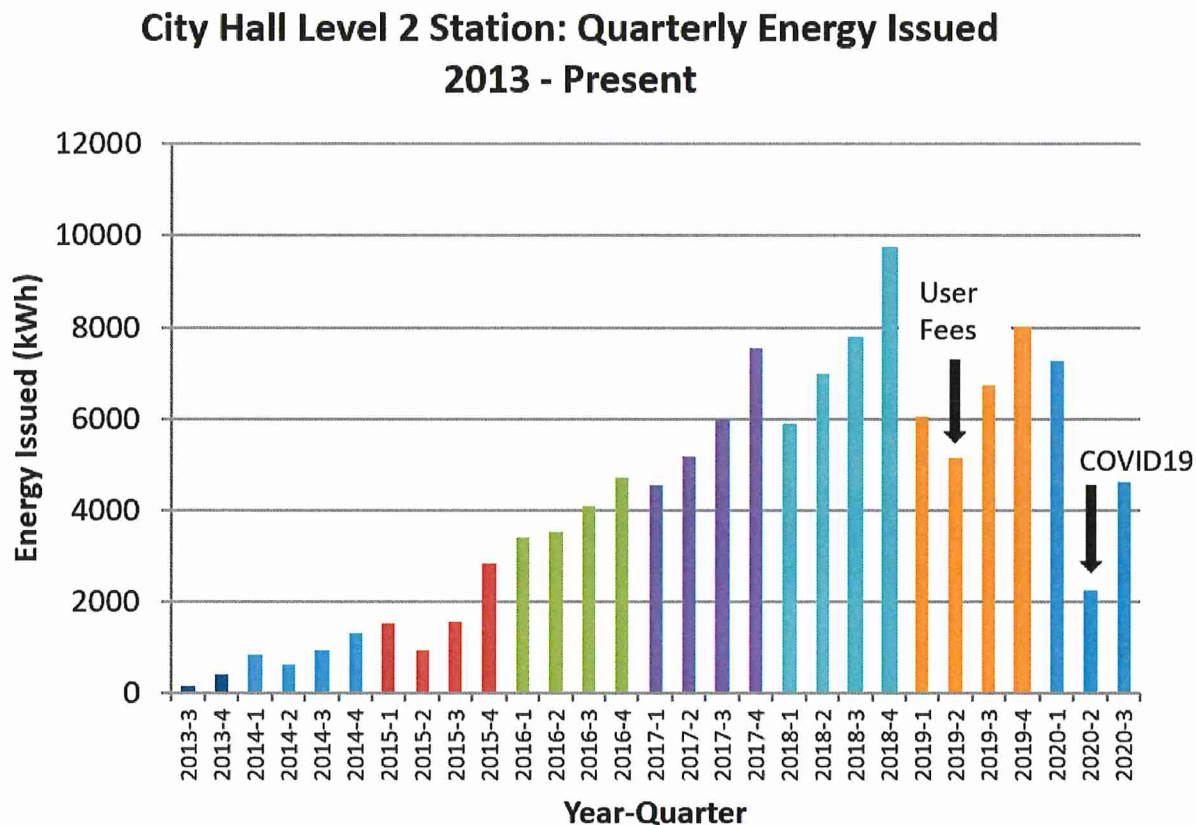


Figure 5. Usage data from the City Hall Level 2 EV charging station

Next Steps

Following the installation of the planned and funded DCFC and Level 2 stations, further research is required to determine next steps with respect to additional investment by the City in public charging infrastructure to further support EV adoption.

In particular, staff are seeking direction to prepare an approach to neighbourhood charging to enable convenient access to EV charging for residents who lack home charging. For residents who are unable to charge at home, publicly accessible charging stations that are located within a short walk of their home or at locations they regularly visit can replace home charging. In addition to charging stations installed on City property, this neighbourhood charging approach can be accomplished through partnerships with property owners that have off-street parking, including businesses,

schools and places of worship. Staff would also explore opportunities to increase on-street charging in strategic locations adjacent to new developments.

Staff are now seeking direction to explore potential partnerships with private and institutional property owners with particular attention given to opportunities for convenient overnight charging locations to increase charging options on a neighbourhood scale.

As another action identified to support public charging, staff also intend to explore potential partnerships with carshare providers to support the electrification of carshare fleets.

4. City Fleet and Equipment

Progress to Date

To address the City's corporate emissions, 30% of which are attributed to fleet vehicles, staff have begun to transition the City's fleet to zero emission vehicles. As City fleet vehicles are retired, staff review opportunities for electric alternatives wherever possible. In total, the City's overall fleet now includes five battery electric vehicles and seven plug-in hybrid vehicles.

To inform the City's transition to electric medium and heavy duty vehicles, the City commissioned a vehicle availability study which determined a pathway to electrification for the City's fleet. In particular, it revealed increased opportunities for more widespread fleet electrification as the availability of these vehicles along with the business case is expected to improve significantly in the next few years.

Next Steps

Now that general timelines for vehicle availability have been identified, staff are seeking direction from Council to support the acceleration of actions to support the transition of the City's light, medium and heavy duty fleet to electric vehicles. These actions include completing feasibility studies at City facilities to determine electrical upgrades required for fleet electrification and careful planning for fleet replacement opportunities based on vehicle and funding availability.

5. Education and Outreach

Progress to Date

In June 2019, the City hosted the first EV ride and drive event on the North Shore in partnership with Metro Vancouver's Emotive EV Outreach Campaign and the Vancouver Electric Vehicle Association (VEVA) (Figure 6). The event was well attended and almost 100 test drives were taken by residents interested in learning more about EVs. Staff also hosted information booths with Emotive at two City events over the course of summer 2019 to answer questions and raise awareness about EVs.



Figure 6. Photos from the EV test drive event hosted by the City in June 2019.

Next Steps

While in-person outreach events are not possible during the COVID-19 pandemic, staff will explore opportunities to promote informational resources and increase EV awareness in virtual formats.

In addition, staff intend to improve the visibility of the public EV charging network through additional signage to raise the profile of the EV charging resources available to residents considering the purchase of an EV.

Conclusion

In the two years since the EV Strategy was adopted, significant progress has been made in advancing the priority actions identified to accelerate adoption of zero emission vehicles in the City. This progress has been recognized through a recent nomination for the Community Energy Association's 2020 Climate and Energy Action Award. In particular, the expansion of the City's public charging network and development of EV-Ready requirements has increased access to EV charging across the City, removing barriers for residents to switch to an EV.

Should Council provide support for the recommendations of this report, staff will proceed with the next phase of implementation of the EV Strategy, with particular focus given to electrification of the City's fleet and supporting residents in existing multi-family buildings through EV readiness requirements for buildings with non-residential uses and a neighbourhood charging approach.

FINANCIAL IMPLICATIONS

The progress made to date in implementing the EV Strategy has been funded with \$415,000 from the City's Electric Vehicle Strategy Implementation Project Budget and \$175,000 of grant funding from senior governments. There is \$166,000 in funding remaining. A funding request for further strategy implementation has been included in the 2021 Capital Plan for Council's consideration. Staff anticipate that matching funding will continue to be available from senior levels of government and will work to ensure the City is positioned to take advantage of these opportunities to leverage the City's infrastructure investments.

INTER-DEPARTMENTAL IMPLICATIONS

The implementation of the EV Strategy actions is the result of significant collaboration between staff from Planning & Development, Finance, Engineering, Parks & Environment and Strategic & Corporate Services Departments. This report was reviewed by the City's Policy and Projects Team and Organizational Policy Review Team on November 24, 2020.

STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS

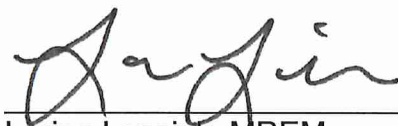
The actions outlined in the EV Strategy are in keeping with the Official Community Plan (OCP) and Council's Strategic Plan priority of being a Liveable City. Further, the actions of the EV Strategy are a key strategy in achieving Council's community-wide greenhouse gas emissions reduction targets:

- 80% GHG emissions reductions below 2007 levels by 2040; and
- 100% GHG emissions reductions, or net zero emissions by 2050.

In particular, the 2014 OCP has the following objective:

Objective 2.3. 8 Encourage transportation options that reduce fossil fuel use, such as walking, cycling, transit, carpooling, and electric vehicles.

RESPECTFULLY SUBMITTED:



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Electric Vehicle Strategy

SEPTEMBER 2018



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Electric Vehicle Strategy

Introduction

Climate protection forms a key part of the City's core values, policies and programs. The City's Community Energy and Emissions Plan provides a pathway to reducing greenhouse gas emissions 15% by 2020 and 50% by 2050 below 2007 levels. The pathway requires strategic planning, policy and actions across all sectors.

Emissions from private passenger vehicles account for 43% of greenhouse gas emissions in the City. Making the transition from fossil fuel powered vehicles to low or zero emission electric vehicles is a key action required to meet the City's emissions reductions targets.

The City's approach to personal transportation promotes health, safety and environmental quality through prioritizing walking, cycling and transit according to the sustainable transportation hierarchy (Figure 1). The City is a leader in advancing sustainable transportation through integrated land use and transportation planning. This Electric Vehicle Strategy focuses on key actions and policies to accelerate the transition from fossil fuel powered to zero emission vehicles.

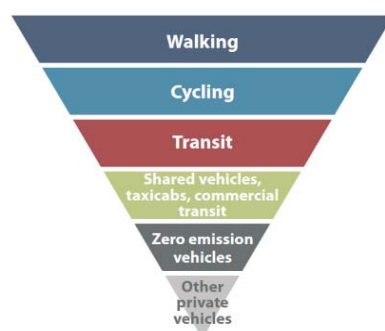


Figure 1. Sustainable transportation hierarchy.

Electric Vehicles 101

TYPES OF ELECTRIC VEHICLES

An electric vehicle (EV) is powered partially or entirely by a rechargeable battery which powers an electric motor. EVs can be recharged by plugging into the electricity grid. Since they use no or less fossil fuel, EVs have low or zero tailpipe emissions. There are two types of EVs:

1. Battery Electric Vehicles (BEV) which are entirely powered by an electric battery and motor and must be plugged into the electricity grid to fully recharge.
2. Plug-In Hybrid Electric Vehicles (PHEV) which use an electric battery and motor which are recharged by plugging into the electricity grid, but also have the support of a small internal combustion engine when the battery is running low.

Electric motors in EVs are up to five times as efficient as traditional internal combustion engines. Since they have only 18 to 20 moving parts, compared to over 2000 in gas-powered vehicles, they require significantly less maintenance. There are currently over 30 EV models available for purchase in B.C.

TYPES OF ELECTRIC VEHICLE CHARGING

Electric vehicle charging stations are classified according to the rate at which they can recharge EV batteries. There are three types of EV charging stations:

1. Level 1 Charging (120 Volts):
 - Uses a standard household (120 V) outlet
 - Takes 8 to 12 hours to recharge a depleted battery
 - Typically used at home (overnight) or at work (all day)
 - Retrofit cost is around \$500
2. Level 2 Charging (240 Volts):
 - Requires a specialized station on a dedicated circuit
 - Takes 4 to 6 hours to recharge a depleted battery
 - Typically found in homes, workplaces or public charging locations
 - Installation cost ranges from \$2,500 to \$15,000+
3. Level 3 or DC Fast Charging (480 Volts):
 - Requires specialized station and utility connection
 - Takes 30 minutes or less to recharge a depleted battery
 - Typically found in commercial settings or along transit corridors
 - Installation cost is \$75,000+

Background to the Strategy

COMMUNITY ENERGY AND EMISSIONS PLAN

In 2010, the City of North Vancouver adopted a Community Energy and Emissions Plan (CEEP) which set ambitious yet achievable targets for greenhouse gas emissions reductions. To meet the 2050 target of reducing emissions in the City by 50% below 2007 levels, the CEEP laid out a strategy to reduce emissions from private transportation sector by 69% by 2050. The strategy requires reducing the number and length of trips that people take in private vehicles by increasing accessibility of pedestrian areas, bicycle routes and public transit, and reducing the amount of greenhouse gases that are emitted by vehicles. To that end, one of the necessary actions defined in the CEEP is facilitating the adoption of low and zero emission vehicles.

The City's goal of encouraging transportation options that reduce fossil fuel use was further supported as an objective in the 2014 Official Community Plan (OCP goal 2.3.8).

TRANSPORTATION EMISSIONS

The City's 2015 community emissions inventory shows that passenger vehicle emissions account for 43% of the City's emissions (Figure 2), and have not changed significantly from 2007 levels.

Electric vehicles (EVs) produce 80% fewer lifecycle emissions than the average gasoline-powered vehicle (Pembina Institute).

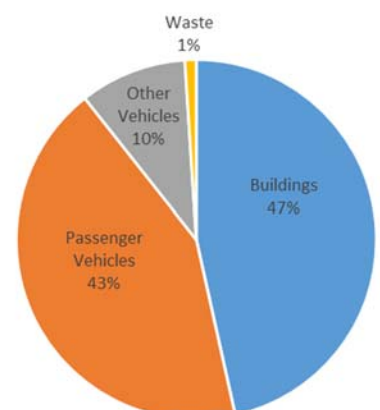


Figure 2. Community Emissions Inventory (2015).

ELECTRIC VEHICLE OWNERSHIP

As the number of EV models available in B.C. continues to increase and upfront costs decline, EV ownership has increased exponentially over the past few years (Figure 3). In BC, EV sales increased 202% in the spring of 2018 over the spring of 2017.

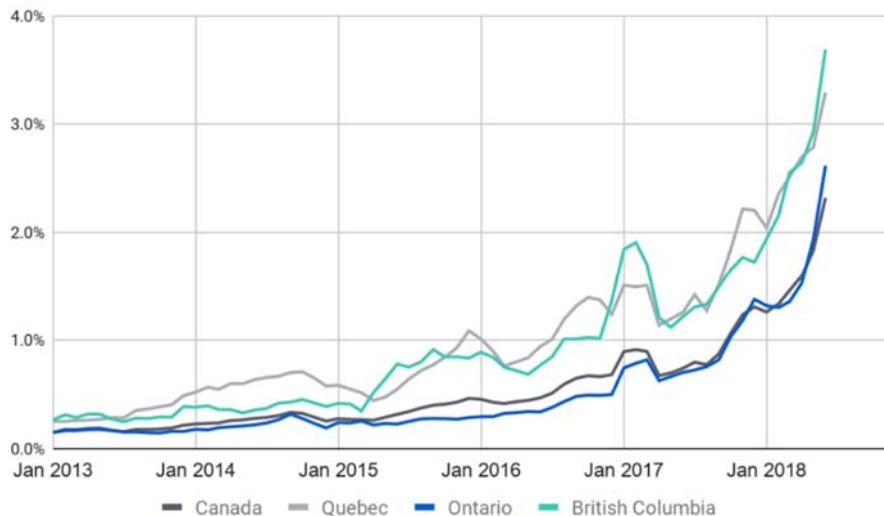


Figure 3. EV portion of vehicle sales (Source: Fleetcarma).

CITY ACTIONS TO DATE

Installing public charging stations. Over the past five years, the City has encouraged EV ownership by installing charging stations for public use. The City currently provides seven Level 2 charging ports and one DC fast charger leased from BC Hydro. Usage of these stations has increased exponentially each year with the amount of energy issued at the DC fast charger increasing by 250% in 2017 over 2016 (Figure 4). Congestion at the stations indicates that the City is not keeping up with the demand for public charging among residents.

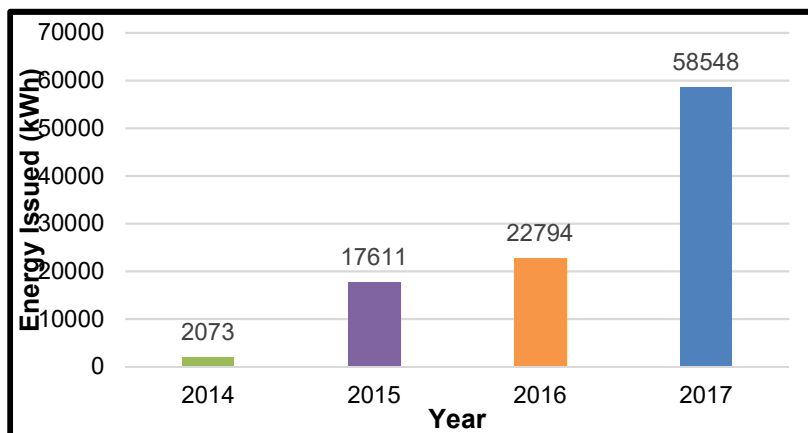


Figure 4. Energy issued at the DC Fast Charger on East 1st Street at Lonsdale.

Adding EVs to the City's fleet. The City has shown leadership by introducing EVs into the City's fleet, including one Might-E Truck, three plug-in hybrid electric passenger vehicles and one battery electric vehicle.

Introducing EV charging guidelines for new construction. The City's Sustainable Development Guidelines were amended in 2016 to outline the expectation that all projects seeking rezoning provide 20% of residential parking spaces equipped with Level 2 EV charging capability.

BARRIERS TO ELECTRIC VEHICLE ADOPTION

Despite the trend of increasing EV ownership in the City, significant barriers to EV adoption remain among residents:

Initial purchase cost. Residents report the most significant factor preventing them from buying an EV is the initial purchase cost. Though the operating costs associated with EVs are significantly lower than gasoline-powered vehicles and more used EV vehicles are becoming available, the purchase price of new EVs remains a barrier for many potential owners. As more used EV vehicles become available and battery costs decline, this barrier will become less significant.

Ability to charge at home. For many residents, the decision to purchase an EV depends on their ability to charge at home and installing EV charging infrastructure in existing buildings can pose challenges. In particular, the ability to install EV charging infrastructure in multi-family buildings¹ is a significant barrier. In the City, where multi-family buildings comprise 70% of households and ground-oriented dwellings such as single family homes, townhouses and row homes are in the minority (30%), this poses a particularly significant challenge for those wishing to purchase an electric vehicle.

Concerns regarding range and knowledge gaps. In addition, concerns around the vehicle's range and confusion about the different types of charging infrastructure can prevent residents from purchasing an EV. EV advocacy groups such as the Vancouver Electric Vehicle Association report a prevalence in knowledge gaps and common misconceptions that persist regarding EVs.

With these barriers in mind, the City has an opportunity to encourage EV adoption by addressing challenges that the City can influence.

Strategy Development

Staff gathered input from key stakeholders, staff, industry experts, and the broader community to inform strategy development. This City retained SES Consulting and Dunskey Energy with funding from BC Hydro to assist with this work. An open house was held and an online survey conducted to gather input from residents regarding barriers to EV ownership and potential City actions to enable EV adoption. A workshop was also organized for key businesses and institutions where

¹ In this Strategy, multi-family buildings refers to multi-unit residential buildings that have a common parking area.

participants shared their interests in deploying EV charging infrastructure along with associated challenges. An internal interdepartmental staff workshop was also held to brainstorm actions to promote EV adoption across departments.

The input gathered through the engagement activities helped to identify barriers to EV adoption in the City and inform actions most likely to accelerate the transition from fossil fuel-powered vehicles to EVs. The City also completed an electric vehicle charging infrastructure gap analysis to guide the City's involvement and investment in public charging infrastructure.

Going forward, the City will need to continue to work collaboratively with community stakeholders and across departments to implement the actions in this strategy. The actions in this Strategy aim to increase EV readiness of new buildings, improve access to public charging and reduce some of the barriers related to EV charging retrofits.

Goal

The goal of the Electric Vehicle Strategy is to remove barriers to EV ownership by increasing access to charging infrastructure and providing public education about EVs and EV charging.

Objectives

The Electric Vehicle Strategy seeks to accelerate the transition to EVs in line with the sustainable transportation hierarchy to reduce greenhouse gas emissions from private vehicle transportation in the City. To that end, the Strategy has the following high-level objectives:

1. Maximize access to EV charging;
2. Displace fossil fuel kilometres travelled with electric kilometres travelled in the City; and
3. Increase awareness and knowledge level of EVs and EV charging options among residents.

Actions

The Electric Vehicle Strategy identifies 30 actions to undertake to accelerate EV adoption in the City.

1.0 CHARGING INFRASTRUCTURE: NEW CONSTRUCTION

Respondents to the City's online EV survey reported that their ability to charge at home is one of the main challenges for potential EV ownership. Convenient and reliable access to charging is essential for owning an EV. In order to enable EV adoption, the City needs to have a sufficient charging infrastructure network available to residents at home, at work and on the go.

To ensure all new construction in the City, including single family homes, multi-family buildings, and commercial buildings provide EV charging capability, requirements for EV-ready parking spaces can be added to the Zoning Bylaw. While the authority of a local government to require EV charging infrastructure in new construction was originally unclear, the Province has confirmed the BC Building Act does not prevent local governments from making requirements for EV charging infrastructure in new developments.

Access to home charging in multi-family buildings can be increased by requiring all residential parking spaces in new construction to be equipped with Level 2 charging capability. The City currently expects 20% of residential parking spaces to be EV-ready for developments seeking rezoning under the Sustainability Development Guidelines. Recent analyses led primarily by the City of Richmond have shown that parking stalls can be equipped using load sharing and load management systems, at a significantly lower cost than dedicated circuits. Load sharing allows for multiple vehicles to use the same circuit without exceeding the circuit capacity. Load management systems enable control over the current drawn by an EV charging station, allowing for less current to be drawn during periods of high demand and reducing the total electrical supply needed for EV charging. Changes to the 2018 Canadian Electrical Code allow for the installation of EV load management systems. The developments in load sharing and load management systems make the requirement EV charging capability in 100% of residential parking spaces more affordable.

Currently the commitments for providing EV-ready parking spaces under the Sustainability Development Guidelines are not tracked internally within the City. By tracking these spaces, City staff will have a greater ability to ensure the requirements for EV-ready stalls are being met and be able to report on the number and location of EV charging stations at private buildings in the City. This information will give a more comprehensive understanding of the EV charging network in the City than is currently possible.

1.0 Charging Infrastructure Actions: New Construction		Timeframe	Responsibility
1.1	EV-Ready Multi-Family Buildings: Incorporate requirement of energized outlets ² capable of providing Level 2 charging for 100% of residential parking spaces, allowing for load management systems, in new developments into the Zoning Bylaw	2018 - 2019	Planning/ Community Services
1.2	EV-Ready Single Family Homes: Incorporate requirement of energized outlets capable of providing Level 2 charging for new one and two unit residential developments into the Zoning Bylaw	2018 - 2019	Planning/ Community Services

² An “energized outlet” means a connection point in an electrical wiring installation at which current is taken and a source of voltage is connected to supply utilization equipment. An energized outlet may be either a junction box for permanent connection or a receptacle/plug, and does not include the “electric vehicle supply equipment” (eg. EV charging station).

1.3	EV-Ready Commercial Buildings: Incorporate requirement for EV charging stations in a prescribed percentage of parking spaces in new commercial and industrial buildings into the Zoning Bylaw	2018 - 2019	Planning/ Community Services
1.4	Internal Record Keeping: Ensure EV supply equipment data from new developments is tracked in CityPAL in a meaningful way and incorporates historical permits to have a robust database of EV charging equipped parking spaces in buildings across the City	2018 - 2019	Information Technology/ Planning
1.5	Partnerships with Car Sharing Services: Consider electric only car share vehicles in negotiations for car share parking spaces in new developments	2019 – 2020	Planning

2.0 CHARGING INFRASTRUCTURE: EXISTING BUILDINGS

Home charging is the preferred method for most EV owners. However, this can be a challenge for residents who rent their homes, do not have parking on their property, or live in multi-family buildings. For the majority of City residents who live in multi-family buildings, the challenges associated with installing charging infrastructure in a shared space can seem insurmountable.

Retrofitting multi-family buildings with EV charging infrastructure can be logistically challenging and quite costly depending on the location of the parking spaces and the proximity to the electrical panel. Research conducted for the City has shown that providing incentives for installations of EV charging infrastructure in existing multi-family buildings, in tandem with increasing access to DC fast charging, will effectively accelerate EV adoption. Current provincial incentive programs for existing multi-family buildings have been successful to the point of being over-subscribed. The City could offer incentives that compliment provincial programs and enable installations in multi-family buildings with the expectation that eventually other multi-family buildings will pursue retrofits independently to stay competitive with EV charging-equipped buildings.

Strata buildings pose unique challenges to residents who want to charge an EV in their building. To retrofit a parking stall with charging infrastructure, the strata council must approve the installation. Due to the complexities of the retrofit process, concerns around payment for the electricity and lack of understanding about EV charging retrofits, strata councils often deny the installation. To address this barrier to EV adoption, some jurisdictions including State of California, have introduced “right to charge” legislation which requires strata councils to approve EV charging retrofits if they are technically feasible and safe. The City can advocate that the Province adopt a similar policy to facilitate EV adoption among strata residents.

Workplace charging provides an alternative for residents who do not have access to EV charging at home, and provides support for residents who have long commutes and need to top-up their batteries while at work prior to the return trip home.

2.0 Charging Infrastructure Actions: Existing Buildings		Timeframe	Responsibility
2.1	Retrofit Incentives for Multi-Family Buildings: Provide funding through incentives or rebates to improve access to home charging for residents in existing multi-family buildings	2019 - 2020	Planning
2.2	“Right to Charge” Advocacy: Advocate for provincial regulations to require that strata corporations allow the installation of EV charging infrastructure where it is technically feasible and safe	Ongoing	Planning
2.3	City Staff Training: Provide training for building and development staff on EV charging requirements, technologies and potential configurations in building construction and retrofits which could be disseminated to builders, contractors and developers	2019 - 2020	Planning/ Community Services
2.4	Workplace Charging: Explore opportunities for providing charging for City staff personal vehicles during work hours	2018 - 2020	Planning/ Facilities
2.5	Parking Challenges for Existing Multi-Family Building Retrofits: Review potential opportunities to amend requirements for on-site parking to decrease barriers to EV charging	2019 – 2020	Planning

3.0 PUBLIC CHARGING NETWORK

Public charging stations can provide access to EV charging for residents that do not have charging at home or at work. EV owner respondents to the City’s recent survey reported using public charging stations on a weekly basis on average and 38% of EV owner respondents indicated they do not have access to charging where they park their car overnight.

Public charging stations also provide a supplement for home and workplace charging as residents visit amenities throughout the City, and a substitute for home charging for residents who live in multi-family buildings unequipped with EV charging or in single family homes lacking off-street parking. Centrally located Level 2 charging stations can enable EV owners to charge their vehicles while they visit local amenities. Alternatively, Level 2 charging stations can be sited curbside on residential streets near homes without garages or on-site parking. Integration with street light infrastructure can significantly reduce the costs of curbside EV charging installations as the electrical supply is already available near the street and civil work is not required.

While additional public Level 2 charging stations can contribute to increased public awareness of EV charging infrastructure and some additional EV charging capacity, research conducted for the City has shown that deployment of public DC fast chargers and investment in incentives for multi-family building retrofits will have the most significant impact on increasing EV adoption in the City. Lengthy charging time requirements pose a significant barrier to most mainstream consumers, but when the charging time is reduced to 15 minutes or less, as in the case with newer DC fast chargers (depending on the battery and the DC fast charger power level), this barrier is removed and public charging becomes a viable substitute for home charging.

Charging fees for usage of public charging station can help to recover the costs associated with the stations. The fee structure can be designed to reduce congestion at stations during peak usage hours and encourage home charging, while maintaining a cost incentive compared to operating a gas-powered vehicle.

The City's role in providing public EV charging infrastructure is designed to be short term but critical to enabling the long-term transition to EV ownership. By increasing access to EV charging through public charging stations, the City can enable residents to confidently switch to EVs which will result in a growing market for EVs and EV charging infrastructure. As the market expands, the business case for owning and operating EV charging stations will become stronger and more certain, allowing the transition to private sector ownership and reducing the need for the City's support (Figure 5).



Figure 5. Transition from public to private sector EV charging infrastructure deployment and management.

3.0 Charging Infrastructure Actions: Public Charging Network		Timeframe	Responsibility
3.1	Improve DC Fast Charging Access: Deploy two to four new DC fast charging stations in partnership with NRCan, BC Hydro and private site hosts to compensate for lack of home and workplace charging, sited close to amenities, clustered together when possible and with minimal impact on streetscape and pedestrian experience	2018 - 2023	Planning/ Facilities/ Engineering

3.2	Improve Level 2 Charging Access: Deploy three to five new Level 2 charging stations to expand the existing EV charging network and compensate for lack of home and workplace charging, sited close to amenities or curbside when possible with minimal impact on streetscape and potentially integrated with streetlight infrastructure	2018 - 2023	Planning/ Facilities
3.3	Fee Structure: Implement an appropriate fee structure for public charging stations to recover costs and increase turnover and encourage home charging, while maintaining a cost incentive compared to fossil fueled vehicles	2018 - 2019	Planning/ Finance
3.4	Station Usage Data: Review current station usage to determine daily usage trends and explore opportunities to maximize access and reduce congestion through financial rate structures and parking regulations	2018 - 2019	Planning
3.5	Funding Opportunities: Seek additional external funding for public charging infrastructure as new opportunities arise through NRCan, BC Hydro and other partners	Ongoing	Planning
3.6	Car Sharing Partnerships: Work with car share providers to facilitate access of shared vehicles to charging infrastructure and to support transition of car share fleets to EVs	2019 - 2023	Planning
3.7	Shared Use of Workplace Charging Stations: Explore possibility of making charging stations used for City staff workplace charging available to the public overnight	2018 - 2019	Planning/ Facilities

4.0 CITY FLEET AND EQUIPMENT

The City fleet and equipment actions offer a significant opportunity to reduce corporate greenhouse gas emissions. Currently, the City fleet contributes contribute 30% of the City's corporate emissions from City operations. Many of the tasks performed by the City's fleet and equipment could be accomplished by an electric alternative. As City vehicles and equipment come up to be retired and replaced, an electric version should be considered first.

City facilities can pose limitations on the ability to support EV charging infrastructure. Feasibility studies to determine buildings' baseline capacity will reveal the opportunities for the transition to EVs for the City's fleet.

Options for electric medium and heavy duty vehicles have been very limited in the past, but more models are beginning to be introduced into the market and are increasingly being incorporated into municipal fleets. Ongoing monitoring of these developments is required to identify opportunities to transition to EV vehicles as the technology becomes accessible and reliable.

4.0 City Fleet and Equipment Actions		Timeframe	Responsibility
4.1	Fleet and Equipment Policy: Develop an “electric-first” fleet and equipment policy for the City that prioritizes the procurement of electric versions of vehicles and equipment, given model availability and ability to perform the required function	2018 - 2019	Planning/ Finance/ Engineering
4.2	Charging Infrastructure Feasibility Studies: Conduct feasibility studies for each City facility to determine baseline capacity to install EV charging infrastructure	2018 - 2019	Planning/ Facilities
4.3	Staff Training: Provide training opportunities to familiarize City staff with current fleet EVs and with potential options for fleet EVs and electric equipment	Ongoing	Planning/ Engineering
4.4	Medium and Heavy-Duty Vehicles: Complete an analysis of opportunities for replacing fossil-fueled medium and heavy-duty vehicles at end of life with electric alternatives, and complete a feasibility analysis to determine upgrades required at the Operations Centre	2019	Planning/ Engineering Operations
4.5	West Coast Electric Fleets: Join network of fleet managers and owners sharing resources and lessons learned, and pledge to contribute to the goal of expanding the use of EVs in fleets	2018	Planning

5.0 EDUCATION AND OUTREACH




Levels of awareness of EVs and EV charging remains a barrier for residents. Common misconceptions about range, financial resources and types of charging persist and can prevent residents from purchasing EVs. The City has an opportunity to address these knowledge and awareness barriers through strategic education and outreach actions.

5.0 Education and Outreach Actions		Timeframe	Responsibility
5.1	Multi-Family Building Retrofits: Provide education to stratas, landlords and property managers to facilitate EV charging retrofits in existing multi-family buildings by clarifying means by which charging infrastructure can be installed in existing multi-family buildings, increasing awareness of available financial incentives and promoting resources available through www.evcondo.ca	2019 - Ongoing	Planning
5.2	Workplace Charging: Promote installation of EV charging infrastructure at workplaces by raising awareness among employers, building managers and property owners and disseminating information about the installation process and available financial incentives	2019 - Ongoing	Planning
5.3	Single Family Home Retrofits: Address knowledge gaps surrounding home charging by clarifying options for installation of charging stations in existing homes, increasing awareness of available financial rebates and promoting online educational resources	2019 - Ongoing	Planning/ Community Services
5.4	General EV Knowledge: Increase awareness of EV models available in BC and provincial incentive programs, and clarify common EV misconceptions among City residents	2018 - Ongoing	Planning
5.5	Charging Station Visibility: Utilize public charging stations as an educational opportunity by enhancing signage to raise the profile of stations and disseminate EV information at the stations	2018 - Ongoing	Planning
5.6	City Webpage: Further develop the City's EV webpage to increase understanding of City EV policy and actions, EV models and available incentive programs and resources for EV charging retrofits; provide links to other informational resources	2018 - Ongoing	Planning/ Communications

5.7	City Fleet Visibility: Consider raising the profile of EV vehicles in City fleet through use of vehicle graphics	2018 - Ongoing	Planning/ Engineering
5.8	Non-Financial Incentives: Explore potential non-financial incentives for EV drivers including preferential parking spaces and EV-only passenger zones in high traffic areas to increase EV visibility and signal to residents the City's prioritization of EVs over other private vehicles	2019 – 2020	Planning

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

REPORT

To: Mayor Linda Buchanan and Members of Council

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

Subject: FUNDING EXTENSION FOR ACTION ON HOMELESSNESS

Date: December 2, 2020 File No: 10-5080-01-0001/2020

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

RECOMMENDATION

PURSUANT to the report of the Manager, Long Range and Community Planning, dated December 2, 2020, entitled "Funding Extension for Action on Homelessness":

THAT the \$228,000 of capital funds transferred from Project 47089 and Project 47090 to fund action on homelessness, be extended for 3 more years;

AND THAT should any of the above amounts remain unexpended as at December 31, 2023, the unexpended balances shall be returned to the credit of the respective funds.

BACKGROUND

At the regular meeting of Council held June 22, 2020, Council resolved:

"THAT staff be directed to create a North Shore cross-jurisdictional Steering Committee and Working Group (government, staff and relevant community agencies) to develop short, medium and long-term actions that are focused on clear, comprehensive and coordinated strategies to prevent homelessness, to serve the people who are currently homeless and to create pathways out of homelessness;

THAT these actions will specifically include working to deliver permanent supportive housing with wrap-around services creating one point of entry for people across the North Shore who are experiencing or at risk for homelessness;

AND THAT a copy of this resolution be forwarded to local MLA's and MP's."

At the regular meeting of Council held July 13, 2020, Council resolved:

“THAT \$228,000 of capital funds be transferred from Project 47089 and Project 47090 to fund action on homelessness.”

At the regular meeting of Council held November 23, 2020, Council resolved:

“THAT Council endorse the attached Terms of Reference.”
(This is referring to the Terms of Reference for the North Shore Homelessness Action Project.)

DISCUSSION

The North Shore Homelessness Action Project is a cross-jurisdictional Steering Committee and Working Group focused on planning and coordinating homelessness initiatives and requires administrative support, dedicated staff time, and resources to research, evaluate and pursue initiatives identified through the process.

In July, Council approved a funding reallocation of \$228,000 to support this work, including the hiring of a temporary staff resource. This capital expense is anticipated to be defrayed, or augmented by, contributions (monetary and in-kind) from the District of North Vancouver and the District of West Vancouver, who have been invited to collaborate on this initiative.

The funds are set to expire at year end. In order to continue to support and fund the action on homelessness, staff are requesting that these funds be extended for three more years to successfully complete the work. Should any of these funds remain unexpended as of December 31, 2023, the balances would be returned to the credit of the respective fund.

FINANCIAL IMPLICATIONS

The funds are set to expire at year end. In order to continue to support and fund the action on homelessness an extension for those funds of three years is required.

INTER-DEPARTMENTAL IMPLICATIONS

This report has been circulated to staff in Finance.

STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS

The City's Housing Action Plan includes the following goals, which are supported by this initiative:

To build partnerships with and capacity of non-profit organizations, community partners, the development sector, and housing stakeholders to collectively respond to housing issues in the City of North Vancouver; and,

To advocate to senior levels of government for increased funding and support for housing, in recognition of adequate housing being a fundamental right of all citizens.

Council's Strategic Plan is supported by the initiative, which advances the priority of "A City for People is welcoming, inclusive, safe, accessible and supports the health and well-being of all.

RESPECTFULLY SUBMITTED:



Renee de St. Croix, MCIP, RPP
Manager, Long Range and Community Planning

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 Department Manager	 Director	 CAO
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The Corporation of **THE CITY OF NORTH VANCOUVER**
COMMUNITY & PARTNER ENGAGEMENT DEPARTMENT

REPORT

To: Mayor Linda Buchanan and Members of Council

From: L. R. Orr, Deputy Director, Community and Partner Engagement

Subject: STREETCAR BREWING CORP. OUTDOOR PATIO ONE YEAR TRIAL
PERIOD-123A EAST 1st STREET

Date: November 25, 2020 File No: 09-4320-50-0002/2021

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

RECOMMENDATION

PURSUANT to the report of the Deputy Director, Community and Partner Engagement, dated November 25, 2020, entitled "Streetcar Brewing Corp. Outdoor Patio One Year Trial Period-123A East 1st Street":

THAT the one year trial period for the outdoor patio for Streetcar Brewing Corporation be lifted and the patio be allowed to continue.

BACKGROUND

On December 9, 2019 Council resolved:

PURSUANT to the report of the Manager, Business and Community Partnerships, dated November 26, 2019, entitled "Streetcar Brewing Corp. Application for Lounge Endorsement and Outdoor Patio - 123A East 1st Street":

THAT the application from Streetcar Brewing, located at 123A East 1st Street, for an outdoor patio be approved for a 12-month trial period;

THAT the application from Streetcar Brewing, located at 123A East 1st Street, for a Lounge Endorsement with 26 indoor seats, with the operating hours of 9:00 am - 11:00 pm Monday -Sunday, be approved, subject to the following conditions to be placed on the Business Licence:

- The garage door and patio be closed at 9:00 pm;

- The applicant prepare a good neighbour agreement to the satisfaction of City staff;

THAT staff be directed to report the findings to Council after the 12-month trial period;

AND THAT approval is granted on the basis that:

- The impact of noise on the community in the immediate vicinity of the establishment and the community in general can be managed if the business is operated appropriately;
- The proposed Lounge Endorsement is consistent with Lower Lonsdale as a vibrant neighbourhood;
- The proposed Lounge Endorsement will not result in the service area being operated in a manner that is contrary to the primary purpose of the business; and
- The results of the public input conducted by City staff, obtained through a sign posted on the business and direct notification to property owners in a 40 metre radius of the subject property from October 31, 2019 to November 20, 2019, resulted in 59 letters of support and 46 letters in opposition (12 of the opposing letters supported the Lounge Endorsement).

DISCUSSION

As per the above direction from Council, Streetcar Brewing owners prepared a Good Neighbour Agreement in consultation with City staff which included the following commitments:

- Patio and garage door would be closed at 9:00 pm daily;
- There would be no music on the patio;
- Staff would encourage patrons to smoke at least 7 meters away from the patio area and preferably on East 1st Street;
- Staff would encourage patrons to leave the premises from East 1st Street; and
- Owners would be available to meet directly with area business owners and residents to discuss issues or concerns as they arose.

Staff have closely monitored the operation of Streetcar Brewing over the past 12 months. Bylaw Services have logged five complaints from four complainants:

- Two noise complaints – staff reminded the owners about managing patio noise
- Potential illegal dumping into storm drain – unsubstantiated upon investigation
- Physical distancing violations – unsubstantiated upon investigation but owners were reminded of the business operating standards for physical distancing
- Illegal parking in lane

Staff also consulted the Liquor Licensing Inspector who reported that there have been no complaints or Liquor Licence violations concerning Streetcar Brewing in the past 12 months.

FINANCIAL IMPLICATIONS

There are no financial implications related to this report.

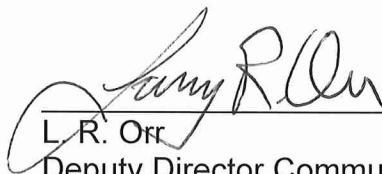
INTER-DEPARTMENTAL IMPLICATIONS

This report has been prepared with input from Planning and Development.

STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS

Providing an outdoor option for customers at Streetcar Brewery is consistent with the efforts the City has pursued to support businesses during COVID-19. Outdoor patios also are also consistent with A City for People, A Vibrant City and a Prosperous City Priorities of Council's Strategic Plan as it provides street level animation and supports business sustainability.

RESPECTFULLY SUBMITTED:



L. R. Orr
Deputy Director Community and Partner Engagement

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The Corporation of **THE CITY OF NORTH VANCOUVER**
CITY CLERK'S DEPARTMENT

REPORT

To: Mayor Linda Buchanan and Members of Council

From: Karla Graham, Corporate Officer

Subject: 2021 COUNCIL COMMITTEES AND APPOINTMENTS

Date: December 1, 2020 File No: 01-0530-01-0001/2020

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

RECOMMENDATION

PURSUANT to the report of the Corporate Officer, dated December 1, 2020, entitled "2021 Council Committees and Appointments":

THAT the 2021 Council Committees and Appointments list be endorsed;

AND THAT the appointment to the Metro Vancouver Greater Vancouver Regional District Board of Directors, Greater Vancouver Sewerage and Drainage District Board and Greater Vancouver Water District Board remain effective until the end of the term of Council following the general local election of October 15, 2022, and the appointment of the Alternate Director be effective to December 31, 2021.

ATTACHMENT

1. 2021 Council Committees and Appointments list (CityDoc #1997829)

DISCUSSION

The purpose of this report is to present Council with the annual Council Committees and Appointments List for 2021 for endorsement, as well as the Metro Vancouver Board appointments.

On an annual basis, Council approves the Council Committees and Appointments to appoint Council members to committees, bodies and agencies in the following areas:

- Standing Committees
- City bodies and agencies
- Joint municipal bodies and agencies
- Metro Vancouver
- Parcel Tax Roll Review Panel, and
- Acting Mayor.

Annual municipal appointments to the Metro Vancouver Board are not required and the term of that appointment continues until a new appointment is made by way of Council resolution.

The Acting Mayor Schedule and the Chair Schedule for the Policy Committee and Parks and Recreation Committee have been drafted in accordance with "Council Procedure Bylaw, 2015, No. 8500".

CONCLUSION

That the 2021 Council Committees and Appointments list, as presented, be endorsed.

RESPECTFULLY SUBMITTED:



Karla Graham, MMC
Corporate Officer



COUNCIL COMMITTEES AND APPOINTMENTS

Effective December 14, 2020 to December 31, 2021

STANDING COMMITTEES

1. Finance Committee

All Members of Council
Mayor Buchanan, Chair
Acting Mayor, Alternate Chair

2. Policy Committee

All Members of Council

For Alternating Chair:

Councillor Bell	November - December
Councillor Back	January - February
Councillor Valente	March - April
Councillor Girard	May - June
Councillor Hu.....	July - August
Councillor McIlroy.....	September - October

In the event the Chair is either absent or unable to act, the member of Council appointed as Chair for the preceding period will be the Chair.

3. Parks and Recreation Committee

All Members of Council

For Alternating Chair:

Councillor Bell	November - December
Councillor Back	January - February
Councillor Valente	March - April
Councillor Girard	May - June
Councillor Hu.....	July - August
Councillor McIlroy.....	September - October

In the event the Chair is either absent or unable to act, the member of Council appointed as Chair for the preceding period will be the Chair.

CITY BODIES AND AGENCIES

MANAGEMENT BODIES – Full Voting

Appointed Council members actively participate as ***full voting*** members

1. **North Vancouver City Library Board**
 Councillor McIlroy
2. **Gardens Review Board – Park & Tilford Gardens**
 Councillor Bell
 Manager, Parks and Environment
3. **Civic Naming Committee**
 Mayor Buchanan, Chair
 Councillor Back
 Councillor Bell
 Chief Administrative Officer

ADVISORY BODIES – Non-Voting

Appointed Council members sit in a ***non-voting*** role to these bodies and attend regularly

1. **Advisory Design Panel**
 Councillor Girard
2. **Advisory Planning Commission**
 Councillor Hu
 Councillor McIlroy
3. **City of North Vancouver Heritage Advisory Commission**
 Councillor Valente
4. **Integrated Transportation Committee**
 Councillor Valente
5. **Social Planning Advisory Committee**
 Councillor Girard

JOINT MUNICIPAL BODIES AND AGENCIES

MANAGEMENT BODIES – Full Voting

Appointed Council members actively participate as ***full voting*** members

1. **Joint Use of Public Facilities Planning Committee**
 Mayor Buchanan
2. **North Vancouver Policing Committee**
 Mayor Buchanan
 Councillor Back
 Chief Administrative Officer
3. **North Shore Emergency Management Office Executive Committee**
 Councillor Valente
4. **North Shore Neighbourhood House**
 Councillor Hu
5. **North Shore Substance Abuse Working Group**
 Vacant
6. **North Vancouver Museum and Archives Commission**
 Councillor Bell
7. **North Vancouver Recreation and Culture Commission**
 Councillor Back
 Councillor Girard

ADVISORY BODIES – Non-Voting

Appointed Council members act in ***non-voting*** role to these bodies and attend regularly

1. **North Shore Advisory Committee on Disability Issues**
 Councillor Bell
2. **North Vancouver Chamber of Commerce**
 Mayor Buchanan
3. **North Vancouver Community Art Council**
 Councillor McIlroy
4. **Vancouver Coastal Health/North Shore Local Governance Liaison Group**
 Mayor Buchanan

METRO VANCOUVER

**Metro Vancouver Greater Vancouver Regional District Board of Directors,
Greater Vancouver Sewerage and Drainage District Board and
Greater Vancouver Water District Board**

Mayor Buchanan (appointment to the end of the term of Council following
the general local election of October 15, 2022)
Councillor Girard, Alternate Director

PARCEL TAX ROLL REVIEW PANEL

All members of Council

LONSDALE ENERGY CORPORATION




Councillor McIlroy

ACTING MAYOR

Councillor Bell	November - December
Councillor Back	January - February
Councillor Valente	March - April
Councillor Girard	May - June
Councillor Hu.....	July - August
Councillor McIlroy.....	September - October

In the event the Mayor and Acting Mayor are either absent or unable to act, the member of Council appointed as Acting Mayor for the preceding period will be the Acting Mayor.



 Department Manager	 Director	 CAO
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The Corporation of **THE CITY OF NORTH VANCOUVER**
COMMUNITY & PARTNER ENGAGEMENT DEPARTMENT

REPORT

To: Mayor Linda Buchanan and Members of Council

From: L. R. Orr, Deputy Director, Community and Partner Engagement

Subject: MAYOR'S BUSINESS ROUNDTABLES REPORT

Date: December 2, 2020 File No: 13-6750-01-0001/2020

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

RECOMMENDATION

PURSUANT to the report of the Deputy Director, Community and Partner Engagement, dated December 2, 2020, entitled "Mayor's Business Roundtables Report":

THAT the Mayor's Business Roundtables Report and recommendations attached to this report be endorsed;

THAT staff be directed to prepare a Communications Strategy to disseminate this report;

AND THAT the members of the Mayor's Business Advisory Group be provided copies of the final report and thanked for their contribution to this initiative.

ATTACHMENTS

1. Mayor's Business Roundtables Report
2. Mayor's Business Advisory Working Group Terms of Reference (Doc #1902799)

SUMMARY

Attachment #1 is the final report and recommendations of the Mayor's Business Roundtables. The roundtable consultations were conducted under the guidance of the Mayor's Business Advisory Working Group in response to the COVID-19 Pandemic. The document includes recommendations for Council's consideration regarding potential next steps to support business recovery and create business resiliency. The

findings from the Roundtables are supplemented with information collected from recent research on the impact of COVID-19 on businesses and key informant interviews with commercial and office real estate professionals.

The Working Group believes the activities, including engagement of and partnership with the business community undertaken by this initiative are not only relevant in response to the initial Pandemic and the second wave but also post-pandemic.

BACKGROUND

In preparation for opportunities that will arise at the end of the Pandemic, Mayor Buchanan created a Business Advisory Working Group with broad representation from the business community to focus our collective return to prosperity and growth. The body of work resulting from the Working Group will support provincial and federal economic recovery efforts by considering specific actions on the ground level in the City.

To better understand the local impacts of the Pandemic and to hear directly from businesses of all sizes and sectors, Mayor Buchanan hosted 13 roundtable discussions involving 12 business sectors representing 61 City businesses from May 7, 2020 to June 9, 2020. Invitations to participate were sent to targeted businesses to ensure broad representation. Notification of the opportunity to participate in the roundtables was also posted on the City's website and in the COVID-19 Business Bulletin. The Business sectors that participated in the roundtables included:

- Restaurants
- Pubs and Breweries
- Hotel and Events Planning
- Personal Services
- Grocery Stores
- Tourism, Film, Tech, Arts and Culture
- Logistics/Goods Movement and Manufacturing
- Medical and Health Services
- Professional services – Engineering, Architecture, Lawyers and Accountants
- Construction and Real Estate
- Financial Sector
- Port Industry

DISCUSSION

Attachment #1 provides the final report and recommendations of the Mayor's Business Roundtables. The roundtable consultations were conducted under the guidance of the Mayor's Business Advisory Working Group created by the Mayor in response to the COVID-19 Pandemic. Attachment #2 is the Terms of Reference for the Mayor's Business Advisory Working Group. The author, Dr. Leanne McCarthy and the Mayor's staff provided support to the Working Group. The findings from the Roundtables are supplemented with information collected from recent research on the impact of COVID-

19 on businesses and key informant interviews with commercial and office real estate professionals.

The attached document includes recommendations for Council's consideration regarding potential next steps to support business recovery post COVID-19 and create business resiliency over the longer term. The recommendations are therefore grouped in two categories: COVID-19 responses and longer term Economic Development responses. The recommendations focus on the areas where the City can have the greatest impact.

The Working Group believes the activities, including the engagement of and partnership with the business community undertaken by this initiative are not only relevant in response to the initial Pandemic and the second wave but also post-pandemic economic development.

NEXT STEPS

The Working Group has agreed to continue to meet from time to time with the Mayor and staff to monitor the status of the recovery and consider further potential actions to support business recovery and longer term resiliency. The business roundtables will also be reconvened as required to continue the dialog with and seek first hand input from the business community. The Working Group recommends that the City prepare a Communications Strategy to disseminate the final report.

FINANCIAL IMPLICATIONS

There are no immediate financial implications resulting from this report. In most cases the recommendations support existing initiatives and will not require additional funding. Staff will report back to Council at the time of addressing each of the recommendations if additional financial support is required.

INTER-DEPARTMENTAL IMPLICATIONS

Implementation of some of the recommendations in the attached report will involve other City departments. This report has been reviewed by Engineering, Parks and Environment; Finance; and Planning and Development.

STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS

This initiative supports the Strategic Plan vision and the following Strategic Plan priorities:

A Prosperous City supports a diverse economy by creating an environment where new and existing businesses can grow and thrive.

A Vibrant City is where dynamic public spaces and places provide opportunities for connection and enable residents to engage with their community and celebrate their culture and history.

A Connected City provides active sustainable ways for people and goods to move to, from and within the City safely and efficiently.

This project also supports the Economic Development section of the OCP.

RESPECTFULLY SUBMITTED:

A handwritten signature in black ink, appearing to read "L. R. Orr". The signature is fluid and cursive, with a large loop at the beginning and a stylized end.

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

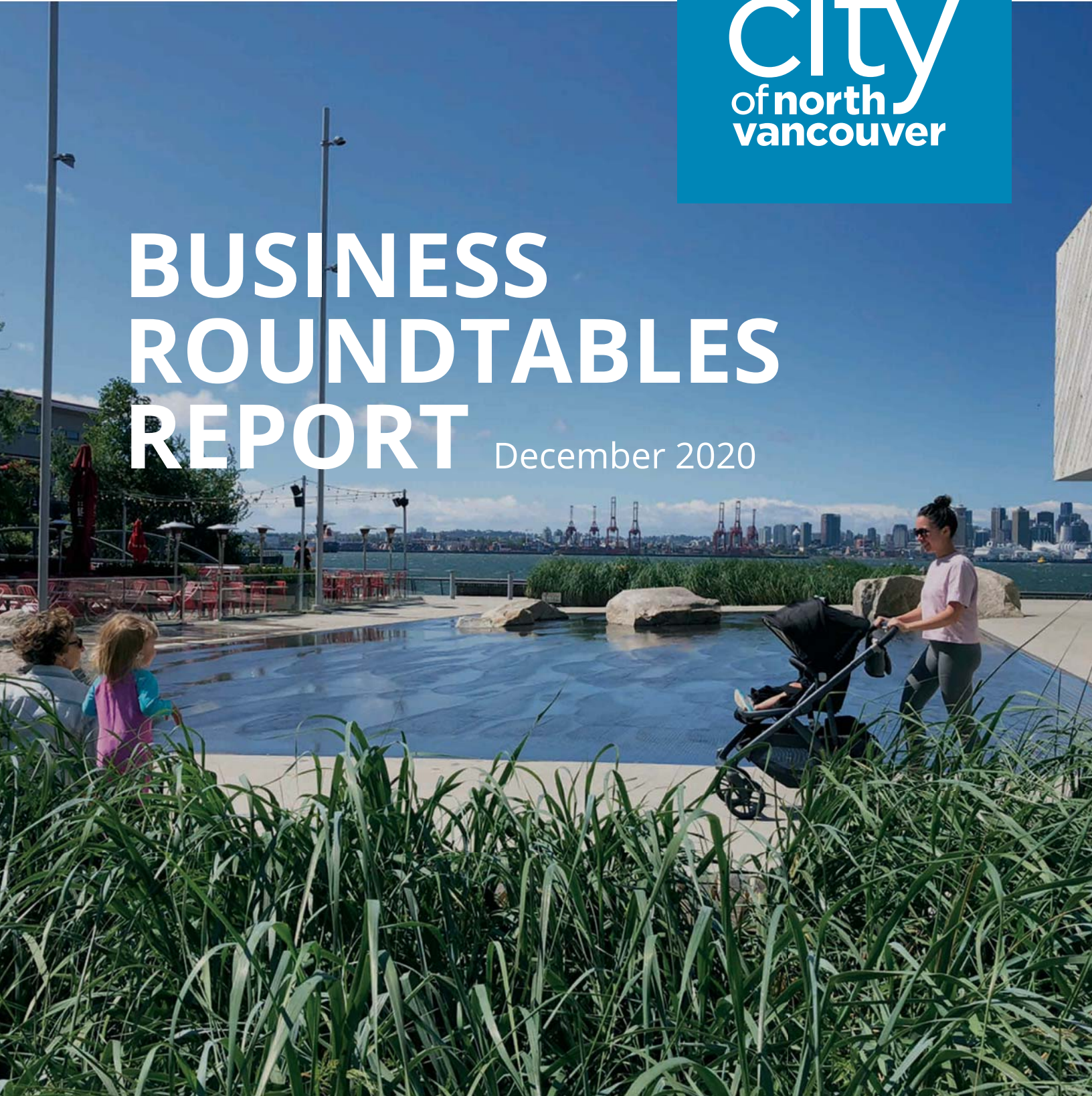
MAYOR'S BUSINESS ADVISORY
WORKING GROUP


ECONOMIC RESPONSE
TO COVID-19

city
of north
vancouver

BUSINESS ROUNDTABLES REPORT

December 2020





As Seaspan balances the health and safety of workers with the need to keep our shipyards and vessels operational, we are grateful to have the City of North Vancouver's strong support for our industry. We are proud to contribute to this vibrant community and look forward to working further with Mayor Buchanan and her team on economic recovery."

Frank Butzelaar, CEO, Seaspan Marine Transportation

ABOUT THIS DOCUMENT

This document provides a summary of the process, objectives and outcomes of the Business Roundtables that were conducted under the guidance of the Mayor's Business Advisory Working Group in response to the COVID-19 pandemic. The document includes recommendations for Council's consideration regarding potential next steps to support business recovery post COVID-19. The findings of the Business Roundtables are supplemented with information collected from recent research on the impact of COVID-19 on businesses, and interviews with commercial real estate professionals.

The Working Group believes its activities, including the engagement of and partnership with the business community undertaken by this initiative, are not only relevant in response to the initial pandemic and second wave but also post-pandemic.



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MESSAGE FROM THE MAYOR

Today we find ourselves tackling new and previously unimaginable challenges. The COVID-19 pandemic has changed the way we connect, work, shop, and so much more. Prior to this pandemic, Council adopted its first ever strategic plan with a vision to become the “Healthiest Small City in the World”, a vision that couldn’t be more appropriate given today’s context. That vision included our commitment to making the City of North Vancouver a place where all residents and businesses have an opportunity to prosper.

While this pandemic has created new hurdles, the City has many strengths, and there are new opportunities we can leverage to create long-lasting resiliency within our business community. I believe this moment presents a unique opportunity to collaborate in new ways as we work towards common goals.

Establishing the Mayor’s Business Advisory Working Group in April 2020 was just one step forward in our community’s journey to economic recovery. To ensure our deliberations and planning accurately reflects the needs of the overall business community, we also hosted 12 roundtable discussions with businesses of all sizes in a wide range of industry sectors. While the pandemic will affect our local economy in many ways for years to come, through meaningful engagement we can transform our local economy and recover ahead of other markets across the globe.

I’d like to thank the members of our local business community for the time, commitment, passion, and energy they brought to this process. Their expertise and insights were integral to the overall process of this Working Group. Learning about their unique responses to the pandemic, industry changes, concerns, needs, and restarts has shaped the areas of action and advocacy for both the City of North Vancouver as well as the Office of the Mayor.

As we look at the recommendations detailed in this report, I look forward to engaging with our business community further on how we can work together to build a better and more prosperous City of North Vancouver.

Sincerely,

A handwritten signature in black ink that reads "Linda C. Buchanan". The signature is fluid and cursive, with the first name "Linda" being the most prominent.

Linda Buchanan

Mayor of the City of North Vancouver



MESSAGE FROM THE CHAIR OF THE MAYOR'S BUSINESS ADVISORY WORKING GROUP

The COVID-19 pandemic is a crisis unparalleled in our modern world. Thankfully, the City of North Vancouver was quick to take the actions necessary to minimize the impacts of the pandemic on the community, set a foundation for recovery, and emerge as a more resilient and prosperous city for all people.

I was honoured to chair the Mayor's Business Advisory Working Group through the early stages of this pandemic. As Chair, I facilitated conversations with business leaders in a variety of sectors to determine their priorities for a safe economic restart, as well as identify areas of action and advocacy for the City of North Vancouver.

Overwhelmingly, the response to this engagement process has been positive. With representation from local small business, shipping, film, port-related operations, education, and many other industries, a broad conversation on how our local economy was changing and addressing new challenges proved to be an informative exercise for all. I'm pleased to see this report come forward as it will provide direction for our community through the next stage of this pandemic.

Finally, I extend my thanks to Her Worship Mayor Linda Buchanan, Council, and staff of the City of North Vancouver for their leadership and commitment to meeting today's challenges head on, while refusing to waver from their goal of making the City of North Vancouver the "Healthiest Small City in the World."

Sincerely,

A handwritten signature in black ink, appearing to read "Bill Mooney", written over a light blue rectangular background.

Bill Mooney

Chair, Mayor's Business Advisory Working Group

A person with dark hair, wearing a green surgical mask and a grey sweater, is holding a white rectangular sign with both hands. The background is a blurred outdoor setting with green foliage.

OPEN

ONLY FOR PICK UP DELIVERY

OR

TO GO ONLY

EXECUTIVE SUMMARY

REPORT BACKGROUND

In May and June 2020, the City of North Vancouver's Mayor's Business Advisory Working Group conducted 12 roundtable discussions with 61 City businesses representing 12 key business sectors. A priority for the Working Group is to better understand the impacts of the pandemic on local businesses and develop recommendations for the City. The findings of the roundtables were supplemented with additional research, as well as interviews with commercial real estate professionals.

EFFECTS OF COVID-19 PANDEMIC ON CITY OF NORTH VANCOUVER BUSINESSES

The impacts of the COVID-19 pandemic have been devastating. The hardest hit sectors have been food & beverage, retail, personal services, tourism, the film industry, the hospitality industry, and arts and culture, which collectively makes up a significant proportion of the City of North Vancouver's economy. Public-serving businesses have faced unprecedented operational restrictions and health and safety requirements. This has led to reduced business, business closures, reduced hours, increased operating costs, staff layoffs and financial liquidity concerns, making long-term resiliency a significant challenge. The top three support measures recommended by surveyed business were rent subsidies, property tax relief and clear information on re-opening.

ACTIONS TAKEN BY THE CITY TO SUPPORT LOCAL BUSINESSES

Over the summer, business conditions improved thanks to effective City programs, lower rates of virus transmission within the country and an easing of restrictions on business operations. They have included, among others: a COVID-19 Business Bulletin; coordination meetings with the three North Shore municipalities, local Chambers of Commerce, business improvement areas (BIAs), and Vancouver Coastal Health; A COVID-19 Hotline; Open Streets Action Plan; Temporary Patio Program; Parklet Program; Alcohol Consumption bylaw revision; enhanced and targeted placemaking initiatives; a program to support business use of public spaces; Healthiest Small City Social Resiliency Collective; virtual Council and public meetings; and business support advocacy with provincial and federal ministers.

SUMMER 2020

The effectiveness of the City programs, along with slowing COVID-19 infection rates and subsequent relaxation of some restrictions on business operations, resulted in improved business conditions for many businesses over the summer months. Business community optimism in the City was reflected in the rate of new business applications in North Vancouver rebounding to 2019 levels following an initial dip at the onset of the pandemic. Additionally, reactions to the pandemic led to some positive changes within the business community, including: greater use of technology to generate online sales and support remote working; improved business connection to the community; greater support for buying locally; and increased cooperation between businesses and government.

CURRENT OUTLOOK (DECEMBER 2020)

The predicted “second wave” of the pandemic has led to higher COVID-19 transmission rates and greater restrictions on business operations and public activities. Many businesses in the City are also faced with fewer cash reserves, disrupted supply chains, higher operating costs to address sanitation and social distancing, and ongoing liquidity issues. As the province begins to implement its vaccination plan, for City businesses to survive and recover from the pandemic, the City of North Vancouver requires a robust business recovery plan in the first quarter of 2021, and until restrictions ease again.

KEY RECOMMENDATIONS

The following are abridged versions of some of the recommendations designed to:

1. help the City support local business through to the end of the pandemic;
 2. help create business resiliency; and
 3. build an even more inclusive, vibrant, healthier and resilient economy for the future.
- **Economic Investment Strategy/Action Plan:** Develop a new Strategy/Action Plan that reflects current priorities and realities.
 - **Key Industries and Anchor Employers:** Grow the economy around key industries and anchor employers and involve them in decisions, possibly through Economic Partnership North Shore.
 - **Newcomers/Talent:** Collaborate with Capilano University and local industry to attract and retain diverse young professionals and families to build a more inclusive economy.
 - **Communication with Business:** Continue to consult and work cooperatively with the business community to identify potential supports and solutions.
 - **Licenses and Permits:** Streamline business licensing, development applications and permit processes to reduce processing times and costs for business-related services. Continue to perfect the online CityServe permit application.
 - **Commercial Streets and Public Spaces:** Continue and enhance these to support vibrant commercial streets and the resiliency of local storefront businesses. Include provisions for curbside pick-up in City transportation plans.
 - **Technology Infrastructure:** Explore the installation of business-enabling technology such as a 5G network in the City's business areas. Explore ways to support home-based office and home-based business uses through zoning bylaws and business license bylaws.
 - **Filming:** Work with the film industry to identify ways to continue filming safely through the pandemic.
 - **Tourism:** Develop a tourism strategy to attract visitors to the City and support the Staycation Campaign.
 - **Buying Local:** Develop an ongoing campaign to feature local businesses and encourage buying locally.
 - **Affordable Housing:** Identify creative solutions to the community's diverse housing needs.
 - **Child Care:** Within the City's Child Care Action Plan, include specific actions for responding to the specific child care needs of people who work in the community.
 - **Transportation:** Continue to support multi-modal transportation corridors, North Shore east-west transportation networks, and an additional Burrard Inlet rapid transit connection to the North Shore.





INTRODUCTION AND CONTEXT

The COVID-19 crisis has caused tremendous economic hardship around the world. There isn't a business sector that hasn't been impacted. Restaurants, shops and other businesses that initially closed in the spring and then slowly reopened during the summer months are once again dealing with increased operational restrictions in the fall, with many of them unable to pay their rent. Industrial companies are struggling to make payments on their equipment leases and retain employees. Landlords have less income and cannot keep up with their mortgage payments. Supply chains continue to be disrupted, while international tourism is at a standstill. The world is awash in credit risk and the ability to obtain business loans from financial institutions is becoming increasingly more difficult. Across Canada, thousands of employees have lost their jobs and are struggling to pay their credit card bills. Consumer spending is down significantly in many sectors.

MAYOR'S BUSINESS ADVISORY WORKING GROUP

COVID-19 was declared a global pandemic by the World Health Organization on March 11, 2020. Soon thereafter, the Province of B.C. enacted both a public health emergency and a provincial state of emergency. As the Province and Provincial Health Officer continue to guide British Columbia through the pandemic, municipalities, businesses and residents must work together, not just to mitigate the current effects of the pandemic, but to prepare for their future.

Recognizing early on that the pandemic would have a significant economic impact on the City requiring a local evaluation and subsequent action, Mayor Buchanan motioned to convene a financial recovery task force with the purpose of understanding the impact of the pandemic and developing an economic recovery plan. This motion was unanimously approved by the City of North Vancouver Council on March 30th, 2020.

To identify and prepare for the economic opportunities that will arise as the City of North Vancouver recovers from the pandemic, Mayor Buchanan created a Business Advisory Working Group to focus on the City's collective return to prosperity and growth. Every business, industry and educational institution in North Vancouver is vital to its economy and key to the well-being of the City and its residents. After working collaboratively with community organizations and carefully considering their insights, the Working Group has developed North Vancouver-focused recommendations that will complement provincial and federal economic recovery efforts.

“Mayor and Council’s commitment to building healthier communities has never been more important. This pandemic has highlighted the need for access to organic, nutrient-dense, fresh food. The surge in urban gardens we have seen will make us more food secure, resilient and healthier in the long-term.”

Wesley Hooper, Urban Farmer and Co-Founder/CEO, LifeSpace Gardens

TERMS OF REFERENCE

The Terms of Reference for the Mayor's Business Advisory Working Group outlined its purpose, role, outcomes and membership.

Purpose and Role

The Mayor's Business Advisory Working Group will:

4. Act as a forum for sharing information;
5. Identify immediate impacts of the pandemic on the local economy;
6. Identify potential short-, medium- and long-term responses to the issues identified;
7. Consider economic resiliency post-pandemic; and
8. Consider economic opportunities that will arise as we recover from the pandemic.

Outcomes

The Working Group will guide the City's economic recovery with a focus on outcomes. Potential outcomes are identified as:

Short-term Outcomes: A healthy business sector and stabilization of the economy

- Business opportunities to keep employees and clientele safe
- Ensure supply chain integrity and access to labour
- Short-term regulatory support
- Information-sharing with each other and the provincial and federal governments

Medium-term Outcomes: Resiliency

- Ensure supply chain integrity and availability of human resources
- Identify barriers to resilience
- Coordinate tools and strategies for SMEs
- Prepare for opportunities arising from federal and provincial stimulus packages

Long-term Outcomes: Restructuring systems and new future state (working with other stakeholders)

- For City, region, province, country
- Resilient supply chains and access to labour
- Opportunities for innovation
- Technology
- Attracting capital
- Differentiated opportunities to create a diversified economy

Members of the Mayor's Business Advisory Working Group

Linda Buchanan, *Mayor, City of North Vancouver, Convener of the Working Group*
Bill Mooney, *VP & GM (Retired), G3 Terminal Vancouver, Chair of the Working Group*
Frank Butzelaar, *CEO, Seaspan Marine Transportation*
Lisa Dooling, *Director, Community and Stakeholder Engagement, Neptune Bulk Terminals*
Peter Leitch, *President, North Shore Studios/Mammoth Studios*
Paul Dangerfield, *President, Capilano University*
Mark Pearmain, *Superintendent, North Vancouver School District*
Greg Holmes, *Executive Director, Lower Lonsdale Business Improvement Association*
Patrick Stafford-Smith, *CEO, North Vancouver Chamber of Commerce*
Gary Mathieson, *President, Quay Property Management*
Anna Hardy, *Director, Governance and Legislative Affairs, BlueShore Financial*
Martin Davies, *Senior Vice-President and Partner, Hatfield Consultants*

Staff Support

Dr. Leanne McCarthy, *CAO, City of North Vancouver*
Larry Orr, *Deputy Director, Community and Partner Engagement, City of North Vancouver*
Tamara Connor, *Research and Communications Specialist, Mayor's Office*
Kendra McEachern, *Executive Assistant, Mayor's Office*

Engagement Process

To better understand the ever-expanding impacts of the pandemic on local businesses, Mayor Buchanan hosted 12 roundtable discussions from May 7, 2020 to June 9, 2020.

Invitations to participate were sent to targeted businesses to ensure broad representation. Notification of the opportunity to participate in the roundtables was also posted on the City website and in the COVID-19 Business Bulletin. Participating in the 12 roundtables were 61 North Vancouver businesses representing the following 12 sectors:

- Restaurants
- Pubs and breweries
- Hotels and event planners
- Personal services (Hairstylists, spas, beauticians, etc.)
- Grocery stores
- Tourism, film, high tech, arts & culture
- Logistics/goods movement and manufacturing
- Medical and health services
- Professional services (Engineering, architecture, lawyers and accountants)
- Construction and real estate
- Financial sector
- Port industries

Questions Asked During the Roundtables

1. What general impacts is your business/sector currently facing as a result of the pandemic?
2. What are you or your sector doing to adapt to and/or address these current challenges?
3. What do you see as the major gaps in terms of supports announced by senior levels of government?
4. What are the largest barriers to resiliency for your business or sector over the next 18 months?
5. Are there any positive trends or opportunities you see arising out of this crisis?

“This pandemic could have been devastating for Presentation House Theatre. Thanks to government supports and advocacy from Mayor Buchanan, we were able to pivot and deliver a new program to support artists, transition our seniors’ storytelling program, and introduce livestreaming services.”

Andrea Loewen, Managing Director, Presentation House Theatre



PHOTO: Mayor Linda Buchanan remotely hosting the Business Roundtable discussions along with Larry Orr, Deputy Director, Community and Partner Engagement.

MAJOR FINDINGS

The following is a summary of the feedback that was received during the roundtables. Appendix A provides the highlights of the feedback by business sector.

Pandemic-related Business Impacts and Concerns

Below are some of the most common COVID-19 business impacts and concerns identified by roundtable participants:

- Initial shock to business, staff and customers as restrictions and/or closures changed “business as usual”
- Impact of COVID-19 on the nature and character of personal services: Increasing virtual services making work more transactional and less personal
- Loss of revenue and increasing costs of personal protective equipment and sanitation requirements
- Financial concerns: Making lease and mortgage payments and paying salaries in the face of declining revenue and increasing operational costs
- Regaining consumer and staff confidence
- What is the economic plan for coming out of the pandemic from senior levels of government? What is the role for local government in this?
- Lack of clarity with government information (e.g., on reopening and operating standards, etc.)
- Loss of jobs (permanent and temporary) and increased food and housing insecurity
- Employee health and safety
- Food security: Resiliency of large-scale food production brought into question
- Uncertainty about the future impacts on business resiliency
- Impact of ongoing physical distancing and sanitation requirements on business viability
- Business viability further complicated by ongoing property tax issues and leasing costs
- Impact of international travel restrictions on tourism: Huge impact on hospitality industry, retail, and companies that have business in other countries
- Impact of school and daycare closings on employees
- Observations:
 - Many sectors had to close initially: Food and beverage, personal services, fitness, and arts and culture
 - Sectors of the local economy most significantly impacted were food and beverage; hospitality; tourism; event planning; retail; filming; personal services such as massage, physio, hairstyling, health and beauty etc.; arts and culture; and fitness services. It’s important to note that a significant proportion of the City economy is made up of these sectors.
 - Port industries experienced minimal impact.
 - Businesses with some previous online presence were able to adapt easier.

Summary of Positive Outcomes Identified

Despite the many negative impacts of COVID-19 on businesses, the roundtable discussions revealed a number of positive outcomes as well.

- Businesses were supporting the community in new ways
- Businesses were willing to help each other and share ideas
- Improved community and business sector connections
- Management/staff relationships improved
- Increased care and kindness among staff and customers
- Business reverted back to basics: Attending to customers, conserving assets and reducing costs
- Ability to work from home and remote offices
- More use of technology, such as video conferencing and online ordering
- Support for local shopping
- Creativity in scheduling staff
- More personal responses to customer needs
- Improved staff morale (We are all in it together.)
- Developing partnerships
- Creativity and ability to pivot: Finding new ways of doing the same business and developing new types of business
- Collaboration between government and business
- Businesses committing to moving forward and adapting accordingly

ACTIONS TAKEN BY THE CITY

Since the onset of the pandemic, the City, with leadership from Mayor Buchanan, has undertaken numerous initiatives and programs to respond to the issues and concerns of the business community. They include:

- **Business communications initiatives** were created in the form of: direct commercial business consultation; a COVID-19 Business Bulletin; Business COVID-19 Impact Survey; and coordination meetings with the three North Shore municipalities, Chambers of Commerce, business improvement areas (BIAs), and Vancouver Coastal Health;
- A **COVID-19 Hotline** to provide responses to COVID-19 enquiries;
- An **Open Streets Action Plan** was adopted by Council to provide enhanced public space and additional space for use by businesses on streets until the end of the pandemic;
- A **Temporary Patio Program** was introduced to provide additional service space on public streets for food and beverage and retail businesses (since extended to the end of the pandemic, with opportunities to winterize);
- A **Parklet Program** to provide on-street seating areas in areas where there was a gap in restaurant patios. This provided additional seating areas for the public, areas for consumption of takeout food and beverages from area businesses and contributed to the ambiance of commercial streets;

- A **Partnership Program** with businesses in the City to co-sponsor parklets with the City;
- **Alcohol consumption in designated public places** was approved by bylaw to support takeout services for food & beverage businesses (Extended indefinitely);
- **Enhanced and targeted placemaking** initiatives were launched to support vibrant streets supporting commercial areas;
- A **Program to support business use of public spaces** such as parks and The Shipyards for fitness-related businesses (Extended to the end of the pandemic);
- A **Healthiest Small City Social Resiliency Collective** was created to support and strengthen the City's social resiliency and connectivity during and beyond the pandemic. Includes representation from local government, citizens and non-profit, health, arts and culture, education, faith, business, and labour organizations;
- **Virtual Council and Public Meetings**; and
- **Advocacy letters from the Mayor's Office** to:
 - The Honourable David Eby (Attorney General) re: Temporary change to liquor licenses for expanded patios
 - The Honourable Lisa Beare (Former Minister of Tourism, Arts and Culture) re: Supporting local arts and culture during COVID-19
 - The Honourable Selina Robinson (Former Minister of Municipal Affairs and Housing), The Honourable John Horgan (Premier of B.C.) and The Honourable Carole James (Former Minister of Finance) re:
 - Expand the Provincial Property Tax Deferment Program (PPTDP) to include all property owners, including residential, business and non-profits
 - Standardize and extend the due date for other tax authority levies
 - Provide support to all renters and landlords
 - Provide direct, unconditional grants to cover revenue losses
 - Implement split assessment through a new commercial sub-class
 - Follow up to request inclusion of a "hardship program" to the PPTDP
 - The Honourable Bill Morneau (Former federal Minister of Finance) re: Expanding the Emergency Commercial Rent Assistance Program

“We opened BridgeDeck days before the pandemic shut down in-person dining. As we reopened, the City of North Vancouver was quick to support us. Thanks to Mayor Buchanan's leadership, the City was the first in B.C. to allow safe consumption of alcohol in parks and plazas, which helped us transition to take-out where our guests enjoyed craft beer and a great meal outside.”

Leigh Stratton, *Director Consumption and Owner, Lonsdale BridgeDeck*

COVID-19 BUSINESS IMPACT SURVEY

To supplement the information collected during the roundtables, staff conducted an e-mail survey of registered businesses in the City to gather additional information on the impact of COVID-19. The survey closed May 10, 2020 with 171 responses from companies in 14 business sectors. Company sizes ranged from sole proprietorships with no employees to companies with 500+ employees. Appendix B provides a summary of the responses to three questions from the survey. Below are the key findings:

Most common impacts of COVID-19 identified by respondents:

- Significantly reduced business
- Business closures and reduced hours
- Staff layoffs
- Financial liquidity concerns

Top three measures recommended by respondents to address impacts of COVID-19:

- Rent subsidy
- Property tax relief
- Clear information on reopening

Awareness of senior government supports among respondents:

- 90% of respondents were aware of senior government support
- 40% thought these programs would be beneficial to them
- 34% thought the support programs would be of no help to them

SNAPSHOT OF CURRENT COVID-19 RESEARCH – BUSINESS IMPACTS

To supplement what was learned from local businesses concerning the impact of COVID-19 on their businesses, below we have included a snapshot of current research regarding COVID-19 business impacts, as well as input from local commercial real estate professionals.

Statistics Canada reported 34,465 business closures in B.C. in the three-month period from March to May 2020 compared to 20,040 closures in the same period in 2019. Across Canada 90,000 businesses had closed in April 2020. The Greater Vancouver Board of Trade reported that 8,000 businesses closed in the Lower Mainland between February 2020 and August 2020.

In May 2020, a Statistics Canada survey of business owners regarding business conditions¹ reported the following key findings:

- 32.6% reported that 10% or more of their workforce were working remotely

¹ Statistics Canada, July 14, 2020, The Daily-Canadian Survey on Business Conditions: Impact of COVID-19 on business in Canada, Survey #5318

- 22.5% expected 10% or more of their workforce to continue working remotely once the pandemic is over
- 63.7% of respondents were approved for funding support from government programs or credit from other sources
- 23.6% had their rent or mortgage payments deferred
- 39.9% had reduced staff hours, while 28.4% had laid off staff
- 19.3% of respondents reported they could only continue to operate at their current level of revenue and expenses for less than six months before having to considering further staffing actions, closure or bankruptcy

Impact on Main Street Businesses in Canada

In July 2020, VanCity Community Investment Bank and the Canadian Urban Institute partnered to conduct research on the impact of COVID-19 on main street businesses, based on conversations with BIAs, local business owners and a variety of data points.² The study areas included seven main streets in B.C. and Ontario. Below is a summary of the findings.

- Strong local economies, and connections to the community were helping businesses through COVID-19.
- Main streets and businesses that cater to local residents were seeing advantages.
- Main streets that were struggling with vacancy and rising rents pre-COVID were likely at higher risk.
- Businesses were digging deep and finding innovative ways to adapt, but some were falling behind.
- There was a need for creative ways to finance small businesses and support recovery.
- Filling vacant storefronts and animating main streets would be necessary for main street recovery.
- Local business organizations are critical to the recovery and resilience of main streets.

Commercial Retail Market

A recent conversation with commercial real estate professionals at the Colliers International Vancouver office confirmed that the retail market remains in a state of flux. The COVID-19 pandemic has had a devastating effect on it and, as a result, landlords and tenants remain under tremendous pressure. Some key points included:

- Prior to COVID-19, the retail industry had already been in trouble for several years, fighting:
 - Increased costs (e.g., taxes, wages)
 - Reduced demand (fewer retailers)
 - Bankruptcies
 - Closures
 - Consolidation; and,
 - E-commerce vs bricks and mortar.
- Government subsidies are helping some in the industry, but a number of businesses are falling through the cracks. The Canada Emergency Wage Subsidy (CEWS), Canada Emergency Business Account (CEBA) and Canada Emergency Commercial Rent Assistance (CECRA) have become common topics of discussion over the past few months. CECRA was most mentioned in the business roundtables as landlords could choose not to participate.

² Block Reports – Impact of the Pandemic on seven Main Streets in Canada, July 2020, www.canurb.org

- A number of experts say as many as 10% of all stores across the country, including a number of large retail chains, will shutter as a result of the pandemic.
- Some businesses are faring better than others. Management at a number of enclosed malls have indicated their landlords have collected only 20%-30% of gross rent since COVID-19 began, while owners of open-air malls estimate rent collection rates of 55%-85%, which is better.
- Most retailers state that sales have improved since April 2020, the height of the pandemic, but are still insufficient to maintain their businesses in the manner they were prior to COVID.
- Low interest rates have made it easier to take on debt. Unfortunately, much of the debt incurred is being used to address bad debts rather than business growth.
- Vacancies throughout Metro Vancouver are increasing quickly. However, there is demand and some agents throughout Metro Vancouver have indicated that with concessions, they are leasing more space this year than last.
- More retailers are re-opening every day but complain of the additional safety, sanitation and other costs of operating in a pandemic (e.g., Safety personnel, additional cleaning, decals, barriers, sanitizers, etc.) Other retailers, such as those associated with tourism, remain extremely challenged and are expected to remain that way for some time.
- Small businesses also had difficulties hiring and retaining staff. Some businesses reported experiencing strained relationships with staff with evolving restrictions, health and safety concerns, layoff notices, and government support programs.
- A concern for many is the prospect of a second wave of COVID-19. There is a concern that many retailers would not survive further closures or disruptions.
- A majority of retailers are reporting stronger sales in the suburbs compared to downtown Vancouver. Retail needs people to be successful and people are closer to their homes these days. Of note, Lower Lonsdale is significantly busier than the Waterfront District of downtown Vancouver (Burrard Landing, convention centre area and Gastown).

“When the pandemic hit we took the time to reassess our business and focus on how we can make Elite a better place to work as well as enhance customer service. One thing we soon realized through this process is how grateful we are to live and work in the City.”

Wade Bartok, Owner, CSN Elite Body Shop & Elite Express

Office Market

The 2020 Avison Young Mid-Year Office Market Report for Metro Vancouver noted the pandemic did not affect the office market due to record low office vacancy rates (e.g. 7% on the North Shore and 3.5% in downtown Vancouver)³. The North Shore vacancy rate is the lowest since 2015 due largely to limited new supply. New office development has remained on schedule during the Pandemic. New developments like Hollyburn at 13th and Lonsdale are 95% leased. Avison Young staff do not expect to see any impact of the pandemic showing up in office market data until November of 2020.

A report by Avison Young “CRE Lessons Learned from COVID-19”, highlights what many of Vancouver’s largest institutional landlords learned from the first three months of the pandemic⁴:

- Strong public health and political leadership in B.C. likely resulted in better prospects for a faster economic recovery, compared to the United States and other parts of Canada.
- Transitioning to and adopting work-from-home (WFH) strategies was seamless for many businesses and was generally accomplished very quickly.
- The importance of a strong IT team and investment in flexible IT infrastructure to ensure a functional and secure network that supports WFH initiatives was key to being able to adapt and remaining competitive.
- Many companies’ balance sheets were financially tenuous rendering them unable to withstand even a slight business disruption.
- Many other companies were resilient, with the pandemic not seriously affecting their operations or financial ability to remain an ongoing concern.

Landlords also shared their thoughts on how COVID-19 has changed their approach to business and what the fallout might be for Metro Vancouver’s office market:

- The commercial real estate market in 2020/21 will likely be similar to 2009/10 when there was a sudden surge in sublease space, but just like 2009/10, the sublease space will be absorbed, and the market will recover after a brief lull. As normalcy resumes, demand and interest will as well.
- Reduced space requirements for businesses due to WFH strategies will be offset by tenants who need more space to comply with social distancing measures.
- ‘No-touch’ buildings with better HVAC systems and various technologies in place to reduce physical contact with high-touch points will likely attract more attention from potential tenants.
- Tenants may potentially become more interested in lower floors (or cross-over floors) so employees can avoid elevators by using the stairs. There will also be a renewed interest in parking availability/cost as employees avoid public transit.
- There will be a renewed focus on professional and experienced property management to ensure office spaces are cleaned properly and any tenant concerns are addressed promptly.
- There will be a fundamental shift in when and how office space is used due to staggered employee shifts, rotating days of in-office work and the impact of WFH strategies on flows of people entering or exiting a building.

³ Avison Young, Mid-Year 2020 Office Market Report, www.avisonyoung.ca

⁴ Avison Young, Mid-Year 2020 Office Market Report – CRE Lessons Learned from COVID-19, www.avisonyoung.ca

- Trendsetter companies will get back to the office faster than others and the result of improvements in collaboration, culture and performance will allow them to flourish, which will encourage others to start bringing people back to the office. But it has not all been about the operational side of office leasing. Human relationships will remain paramount.

A recent paper by McKinsey and Company identified a number of general impacts of COVID-19 that are expected to have long-lasting economic effects⁵.

- The loss of service sector jobs and the impact of those losses on the economically vulnerable;
- The impact on small and medium-sized businesses, particularly newer SMEs that have fewer cash reserves. A survey of SMEs conducted by McKinsey and Company in June 2020 found that 25% to 36% of small business said they were at risk of closing permanently;
- There will be less venture capital available to support innovation;
- Accommodation, food services, retail and manufacturing sectors will be the hardest hit and will take the longest to recover; and
- The digital divide will become more apparent in the market. Businesses that have been able to pivot to online sales and remote working will be in a better position to survive the pandemic.

“The City of North Vancouver has been incredibly supportive during this challenging time. The speedy implementation of a temporary patio program kept hundreds of staff employed and provided a safe outdoor dining environment for the community. We feel blessed to be doing business in such a supportive community, from government to citizens.”

Daniel Frankel, CEO, Tap & Barrel Restaurants

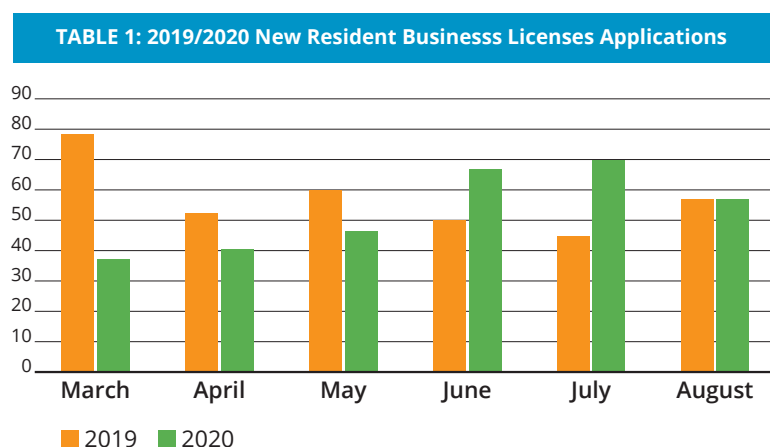


⁵ McKinsey and Company, “Reimagining the Post-pandemic Economic Future” (August 14, 2020) www.mckinsey.com

CITY OF NORTH VANCOUVER BUSINESS LICENSE ACTIVITY

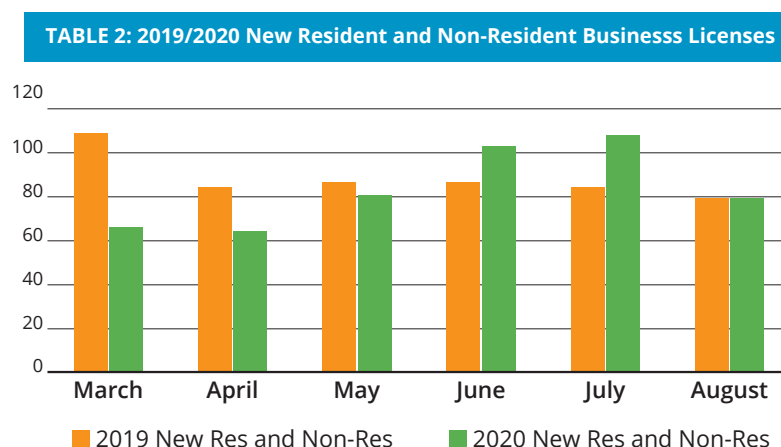
It is not possible to determine the number of business closures mid-year or the reasons for them by looking at the City's business license data. However, that data does provide the number of new licenses issued, which can be compared to previous year.

Table 1, below, shows that while there was a decline in new business license applications at the beginning of the pandemic in March, April and May of 2020 compared to 2019, June, July and August numbers for new license applications were higher or the same in 2020 compared to 2019. This reflects some level of optimism within the business community as the curve of COVID-19 infection rates flattened over the summer months. The new business license applications for March to August included all categories of business types.



**Resident businesses are those that operate from a physical space in the City.*

Table 2, below, compares a combination of new resident and non-resident business license application data for March to August in 2019 and 2020. As with new resident business licenses, there was a decline in new resident and non-resident business license applications from March to May in 2020 vs 2019. June and July 2020 saw an increase in new business license applications compared to the previous year with a slight decline in August compared to 2019.



WHAT WE KNOW NOW

Five months have passed since the Mayors' business roundtables were held in May and June of 2020 and the writing of this report. During the summer months, infection rates declined, provincial health restrictions were reduced, and businesses reopened, albeit with some operational limitations. Businesses such as retail, food and beverage services, personal services, hotels, and tourist attractions saw an increase in customers and generally felt they could "weather the storm". With the fall came increasing infection rates and, in October, a return of more stringent Provincial Health Officer orders affecting social activities and business operations. This has led to growing concerns that some businesses will not survive the second wave of COVID-19.

The fall has also seen extended deadlines for and modifications to business and employee support programs from senior government for wage subsidy, rent subsidy and business loans.

Acknowledging that the rollout of vaccines will take several months to a year, the City of North Vancouver requires a robust business recovery plan in the first quarter of 2021, as the community copes with continued virus transmission and business restrictions. Even once the pandemic is behind us, health and safety issues will continue to impact how businesses and places of employment operate.

The ebb and flow of this pandemic requires all levels of government to rethink programming, services delivery, and much more. The people who keep our economy moving — our bus drivers, our craft brewers, our restaurant servers, our entrepreneurs, and more — all need to be supported by the recovery. Over the course of the roundtables, it became clear that efforts need to be holistic and serve a range of industries and needs.

“The Lower Lonsdale BIA appreciates how City staff as well as Mayor and Council acted swiftly to ensure businesses had a voice and an opportunity to communicate their needs during this difficult and rapidly changing time. Programs and supports from the City have aided in our local recovery efforts greatly.”

*Yavanna Arnold, President,
Lower Lonsdale BIA*



A vibrant outdoor public space, possibly a park or plaza, featuring a person sitting on a bright yellow and blue plastic chair. The area is lush with greenery, including tall trees, flowering plants, and a large wooden planter box. In the background, a paved walkway leads to a building with large windows, and a person is visible walking. The scene is set against a backdrop of rolling hills under a clear blue sky. A solid blue rectangular overlay is positioned in the upper right corner, containing the word "CONCLUSION" in white capital letters.

CONCLUSION

The impacts of the COVID-19 pandemic have been devastating. The information collected through the business roundtables, online survey, third-party research and additional interviews have revealed consistent impacts felt by businesses as they adapted. Public-serving businesses have faced unprecedented operational restrictions and health and safety requirements that have significantly reduced revenue and increased costs. The financial burdens on these sectors has made long-term resiliency a significant challenge. The ability to pivot to online sales and use technology to support remote working are proving to be saviors for many business sectors.

A common concern facing all business sectors is the uncertainty of what the future will bring. Many economists are predicting the impact of COVID-19 will continue for years to come. Depending on the length of the pandemic, some of the businesses are not expected to survive. The impact on the international trade and business, development, financial, and professional services sectors is still not fully understood. Early job numbers in B.C. are promising as we've had substantial job growth for seven consecutive months, bringing our total employment to 98.5% of pre-pandemic levels¹. Despite these early positive indicators, we know that our economy is still vulnerable to further shocks and could lose some of this progress.

Despite the negative impacts of COVID-19 there have been a number of positive impacts revealed by the roundtables and research, including: the ability of businesses to pivot to new ways of doing business and new business opportunities; the use of technology to support remote working; an increase in staff teamwork in support of their employer ("we're all in this together" attitude); business sector cooperation; government and business working cooperatively; improved business connections to the community; community support for buying locally; and an increase in community compassion.

The future will require a concerted effort by all levels of government and business to work together to reduce uncertainty and provide support where it is needed most. The pandemic will pass but supporting businesses until the end of the pandemic and beyond through forthcoming strategic investments will be crucial.

Going forward, the City of North Vancouver should monitor economic indicators that provide an indication of economic changes and focus on aspects of the economy that are hardest hit and where the City can have the greatest positive impact. While local government's ability to influence the economy is limited, there are a number of areas where local government can make a difference to support local business through to the end of the pandemic and help create business resiliency. The following includes a list of indicators to inform municipal responses and specific recommendations based on the findings presented in this report.

¹ <https://news.gov.bc.ca/releases/2020JERI0040-002005>

ECONOMIC INDICATORS TO WATCH

There are a number of indicators that should be monitored in the coming year that will provide a sense of the health of the local economy and the ability of businesses to adapt to a new normal.

- Number of businesses closing and rate of new business licence applications
- Home-based office business licence data
- Development application data
 - new residential construction
 - new commercial and office space construction
 - applications for commercial and office space renovations (design for physical distancing)
- Office and commercial space leasing data/vacancy rates
- Business loan data/access to capital
- Extent of telecommuting (% of employees)
- Municipal corporate tax revenue
- Employment numbers

“I feel extremely fortunate to operate within the City of North Vancouver. Sadly we laid off 25 people in the beginning of this pandemic, but thanks to the City of North Vancouver and our supportive patrons, we have brought back 20 of those jobs. Through various initiatives by the City, and their engagement with the business community, we were able to pivot our business model. We still have a challenging path ahead of us but I’m confident together we will get through this together.”

Erik, S’wich Cafe & BLVD Bistro



RECOMMENDED ACTIONS

The following recommendations are based on what was heard from the business roundtables and the additional information presented in this report. The Mayor's Business Advisory Working Group believes they will help position the City for a better recovery from COVID-19 and create the environment necessary for the City to continue building an even more inclusive, vibrant, healthier and resilient economy for the future. The recommendations are organized in two groups: COVID-19 Responses and general Economic Development Responses.

COVID-19 RESPONSES

Communication with Business

Consultation with the business community has proven to be informative and effective in creating supportive and relevant responses by the City to assist business during the pandemic. It has also created a sense that “we are all in this together.”

It is recommended that the City continue to consult and work with the business community throughout the pandemic in order to stay informed about COVID-19-related business issues and work cooperatively to identify potential supportive solutions.

Vibrant Commercial Streets and Public Spaces (Placemaking, Parklet, Public Alcohol Consumption, Patio Program and Open Streets Action Plan)

The City was quick to respond to the challenges faced by retail and service industry businesses by implementing a number of programs to support takeout services, physical distancing on streets and commercial street animation.

It is recommended the City continue and enhance these initiatives on an ongoing basis to support vibrant commercial streets and the resiliency of local storefront businesses.

It is further recommended the City explore ways to create more flexibility in curbside regulations to support contactless curbside pick-up or takeout from restaurants and businesses in the near-term and consider how to make curbside zones more dynamic through other planning efforts.



Support for Small Business and Start-ups

Support for Digitalization

The ability to pivot to online shopping has been a savior for many retail and service industry businesses during COVID-19, but not all businesses had the wherewithal or ability to make this change. Research has identified the digital divide coming out of COVID-19 as being a significant cause for concern for business recovery.

It is recommended that the City, in cooperation with the North Vancouver Chamber of Commerce, Capilano University and local technology companies, explore ways to support local business, particularly how small and medium sized businesses can be served by adding an online presence as part of their business model.

It is further recommended that the City of North Vancouver consider partnering with School District #44 to develop a course or course material for high school students that covers the future of work and the transition from school to work.

Support for Buying Local

The pandemic resulted in significant restrictions on people's ability to travel, resulting in a decline in market areas for many goods and services businesses. Many local businesses have been able to survive this change with the support of local residents buying more locally.

It is recommended the City develop an ongoing campaign to feature local businesses and encourage buying locally.

It is further recommended the City support local business champions who are interested in creating Business Improvement Areas in commercial areas.

Tourism

Tourism was one of the hardest hit sectors of the economy, resulting in the almost complete elimination of tourism spending in the City, negatively impacting a number of business sectors. While tourism supported by international or out-of-province travelers is not about to ramp up anytime soon, efforts by Destination BC to encourage local travel within the province (Staycation Campaign) will help support the industry through the pandemic and provide support for local businesses.

It is recommended the City work with the Districts of North and West Vancouver, the Vancouver North Shore Tourism Association (VNSTA) and the Lower Lonsdale Business Improvement Area to support the Staycation Campaign locally.

It is further recommended that destination areas like The Shipyards continue to partner with local businesses to provide safe outdoor events and activities for residents.

It is further recommended that the City develop a tourism strategy to attract visitors to the City in cooperation with the VNSTA and area hospitality businesses.

Filming

Filming is a significant part of the City's economy, providing a large number of high paying jobs in a variety of specialties and spin-off economic activities to small business.

It is recommended that the City continue to work with the film industry to identify ways to enable filming to continue safely through the pandemic.

Partnerships

The ability of businesses to survive COVID-19 and become more resilient increases when they have supportive partnerships with local government.

It is recommended that the City continue to work cooperatively with the local business community to identify specific strategies to strengthen and create resiliency in the local economy.

It is further recommended that the City develop a more formalized and transparent sponsorship program for local business partnerships for City initiatives that support the business sector.

Continued Advocacy

Two of the major concerns of businesses identified by the roundtables were the uncertainty of what the future holds and the impact of property taxes on business viability. Senior levels of government can play a significant role in helping to direct the economic recovery, help create some level of certainty for business, and address property tax reform. Another issue identified by COVID-19 employment impact research is the need for retraining and skills development for those people whose employment was impacted by the pandemic and to reflect the new normal employment needs.

It is recommended that the City advocate for a comprehensive Economic Recovery Plan at the federal and provincial government levels that include business and local government input.

It is further recommended that Mayor Buchanan, as Vice-Chair of the Metro Vancouver Board, advocate for Metro Vancouver's support for a comprehensive Economic Recovery Plan at the provincial and federal government levels.

It is further recommended that the City continue to advocate for tools to address the property tax burden on small business such as a split assessment through a commercial sub-class and other property tax reform measures.

It is further recommended that the City advocate to the appropriate provincial ministries to support the development of employment retraining and skills development to address post COVID-19 employment needs.



ECONOMIC DEVELOPMENT RESPONSES

Overall Economy

Economic Investment Strategy/Action Plan

The City's Economic Development Strategy was adopted by Council in 2008. While this document has served the City well, there is a need for a new Strategy/Action Plan that reflects current priorities and realities.

It is recommended that a new Economic Investment Strategy/Action Plan be prepared that reflects current priorities and the new normal in a post-COVID-19 world, one that positions the City as “the place to be” for business. The new Economic Investment Strategy/Action Plan should have intentional focus on building upon key strategies and foundational investments that have been made over the past decade, and continue to be made in the City, such as the Asian Pacific Trade Corridor, shipbuilding, transportation, the film industry, and construction, as well as the regional hospital campus. In addition, the Strategy should have at its core Council's vision of becoming the “Healthiest Small City in the World” as people look to be in communities that value and enable them to continue to be healthy. The Strategy should focus on strengthening the City's great sense of place, quality of life, housing diversification, transportation, arts and culture and natural beauty, and use these assets to attract investment.

Specifically the Strategy/Action Plan should address the following key areas: building business resilience; identifying business-enabling infrastructure such as 5G networks; strategies to support business start-ups; small business viability; economic diversification; commercial street renewal (creating a sense of place); investment attraction; economic diversification; Economic Health Cluster; filming; office and industrial use retention and expansion; and climate change and tourism. Consideration should also be given to branding and marketing the City to attract new business investment.

Invest in talent and attract newcomers with a focus on diversity and inclusion

Current demographic data for the City shows that there are an increasing number of young professionals and young families employed in the City. Efforts should be made to attract and retain more of this demographic, which supports both community diversification and a broad spectrum of local businesses.

It is recommended that the City collaborate with Capilano University and local industry to investigate ways to retain and attract this demographic, including skills development and retraining.

Grow the economy around key industries and anchor employers

Larger businesses can and do play a significant part to drive many of the initiatives covered by this document, such as diversity of employment, good jobs, contributing to solutions to reduce traffic, support for the local business community supply chains, and vibrant streets to name a few. The City of North Vancouver has long benefitted from the contributions of a number of large employers (e.g., Port industries, Vancouver Coastal Health, ICBC, film industry, School District #44), who provide secure, well-paying jobs to our residents and contribute to the community and overall health of the economy.

It is recommended that that City continue to involve these large employers in decisions about growing the local economy, possibly through Economic Partnership North Shore.

Improve City Services that may Impact Business

Streamline business licensing, development applications and permit processes

The time required to process business license applications, development applications and permits was identified as having a negative impact on business in the City. Streamlining these processes and reducing costs where possible would send a strong message and create a more welcoming business environment.

It is recommended that staff review business licensing, development and permit application processes with the goal to identifying specific actions/changes to reducing processing times and costs for business-related services.

It is further recommended that the City continue to perfect the online CityServe permit application process to support online business services with the goal of reducing permit processing times while holding the line on permit costs.



General Support for Business

Support for Business-Enabling Infrastructure

Businesses have become highly dependent on fast, reliable and secure internet services for their business operations. The ability to retain and attract businesses and support business resiliency depends on business-enabling infrastructure.

It is recommended the City explore the installation of business-enabling technology such as a 5G network in the City's business areas.

It is recommended the City explore ways to support home-based office and home-based business uses through zoning bylaws and business license bylaws.

Transportation

The efficient and effective movement of people and goods is critical to a strong economy.

It is recommended the City continue to support multi-modal transportation corridors for the safe movement of people and goods.

It is further recommended the City continue to work through the North Shore Integrated Transportation Planning Table (NXSTPP) to support a North Shore region-wide response to creating transportation improvements, including efficient east-west transportation networks.

It is further recommended the City continue to support a Burrard Inlet rapid transit connection to the North Shore to provide an additional alternative public transportation choice to driving.

Affordable Housing

The cost of housing on the North Shore continues to be a major impediment to attracting employees for North Vancouver businesses.

It is recommended that the City continue to explore new and innovative ways to deliver housing solutions that make it possible for middle-income earners at different stages of life to live and work on the North Shore.

Child Care

Employers have expressed the need for more comprehensive child care services to support employees' return to work. The City is currently in the process of preparing a Child Care Action Plan.

It is recommended that the City's Child Care Action Plan include specific actions for responding to the specific child care needs of employees in the City.

NEXT STEPS

The Working Group recommends the following next steps:

- That this report be submitted to Council with a recommendation that it be approved and that a communications strategy be prepared to disseminate its findings and recommendations.
- That the Mayors' Business Advisory Working Group continue to meet regularly (e.g., quarterly) to share information on COVID-19 recovery and identify other potential actions the City should consider.
- That the business sectors included in the roundtables continue to be consulted from time to time in order to inform post-COVID-19 responses.

“The City of North Vancouver’s commitment to supporting the food and beverage industry with the temporary patio program made all the difference over the summer months. This unique dining experience not only beautified our side street, but it created a safe way for families and friends to socialize. The speed and agility of City staff is commendable.”

Derek Archer, Owner, Browns Social House – 18th and Lonsdale



APPENDIX A

HIGHLIGHTS OF
FEEDBACK RECEIVED
AT ROUNDTABLE
DISCUSSIONS

MAKE
IT
COUNT

Restaurants

- Corporate or association affiliated better able to understand, organize, prep and respond to uncertainty, cash and source mitigation materials
- Pivot to takeout has kept most in business, along with creative food offerings
- Family sole proprietor businesses looking for direction and are listening to all sources, but difficulty synthesising input from levels/branches of government as messaging is not clear
- Need for more space — physical distancing requirements impacts viability of the business model
- Sanitation requirements have increased operating costs
- Staff confidence
- Consumer confidence
- Lack of information on opening-up standards
- Financial help for tenants. Rents need to be reduced (during response and recovery phases)
- Significant layoffs and hard to hire back
- Need to promote buy local
- Businesses already struggling likely won't survive
- Property tax will be a watershed moment

Pubs & Breweries

- Need more space — physical distancing requirements impacts viability
- Takeout has kept them in business
- Impact of staff reductions
- Business relief program fit uncertainty
- Tourism decline is a significant impact — will take a long time to recover
- Sourcing PPE material varied by participants initially
- Serious concerns about second wave
- Resiliency of sector a big concern

Hotel and Event Planners

- Significant hit to the industry. Will not improve until tourism, and social gatherings resume — recovery will be slow. Lag time at least one year with full reopening in summer/fall
- Various applicability of government support
- Decline in cruise industry a significant impact
- Pivoting to be creative but there is no business
- Need to promote staycations and buy local; and have access to public spaces for micro weddings

Personal Services

- Complete shut down initially
- Business relief less successful for this sector due to nature of staffing — contractors
- Fitness businesses pivoting to virtual services
- Health and beauty — big staff and customer confidence issues
- Guidelines for opening up were not clear.
- Difficulty accessing PPE
- Can the City provide access to public space for fitness classes?
- City could advocate for help, direction and rebuilding of the sector
- An industry association and regulation of personal services would have been helpful. Low barrier entry to the business means many are least able to adjust
- Impact of legal and counting costs related to government relief

Grocery Stores

- Generally doing well. Initial downturn was dramatic then customers began to return
- Consumer and staff confidence is an issue
- Pivot to more online ordering, delivery and curbside pick-up

Tourism, Film, High Tech, Arts & Culture

- Huge impact overall — had to close
- Industries well connected to all levels of government helped to facilitate understanding of status of all parties
- Government staff support has been helpful
- Requests for filming starting to resume with safety considerations
- Tourism basically shut down overnight. Pivoting to focus on staycations as local travel restrictions are lifted
- Opportunity for the City and local tourism association to promote staycations
- Arts and culture concerned about the future re: recapturing patrons and sustainability of government and private sector funding support
- Pivoted to provide more online classes in arts and culture

Logistics/Goods Movements and Manufacturing

- Mixed group — some benefiting (gardening businesses) and some surviving
- Government programs have helped staff but not the businesses
- Auto repair related — business is way down
- Impact of taxes on business costs with a slow recovery

Medical and Health Services

- Initial closure was a huge impact on businesses
- Sanitation requirements means less patients/day can be served, which means less revenue
- Initial lack of support for physicians – information and lack of PPE
- Maintaining the health of frontline workers has been a significant challenge
- Communication to front-line workers could have been more often and more clear

Professional Services: Engineering, Architecture, Lawyers & Accountants

- Business not significantly impacted as many projects were in process, concerned more about future work
- Accessing government programs
- Management of working from home
- Reduced need for office space but what of the impact on staff and customer connectivity and business culture
- Child care availability and return to work linked
- Old commute — if it reoccurs may cause people to rethink North Shore employers as options to work elsewhere exist (home affordability issue)
- Lack of certainty about the future has a big impact on business planning
- International work significantly impacted by travel restrictions. May have long-term negative impact on international contracts and business viability
- Impact on government environmental objectives — impact on future government spending

Construction and Real Estate

- Construction considered essential service so continued with new safety protocols
- Low interest rates helping
- Majority of larger projects continuing. Concern about future demand
- Construction industry needs certainty
- Political support for development and streamlined development application process
- Meaningful policies to support development like rental housing
- Lack of government support for landlord.
- Need for a strategic initiative for coming out of COVID
- Good time for government to incentivize green renos
- All sectors of the economy need to work together to improve consumer confidence
- Open up RS zones for more creative gentle density

Financial Sector

- Keeping staff safe and confident
- Branch closures
- Reduced opening hours
- Ensure liquidity
- Loan relief
- Staff management has been a challenge
- Access to child care important for returning to work
- Move to more online services
- More innovation/creativity
- Impact of CMHC mortgage insurance limits of \$1M
- Future uncertainty of the impact of mortgage and credit card payment deferrals

Port Industries

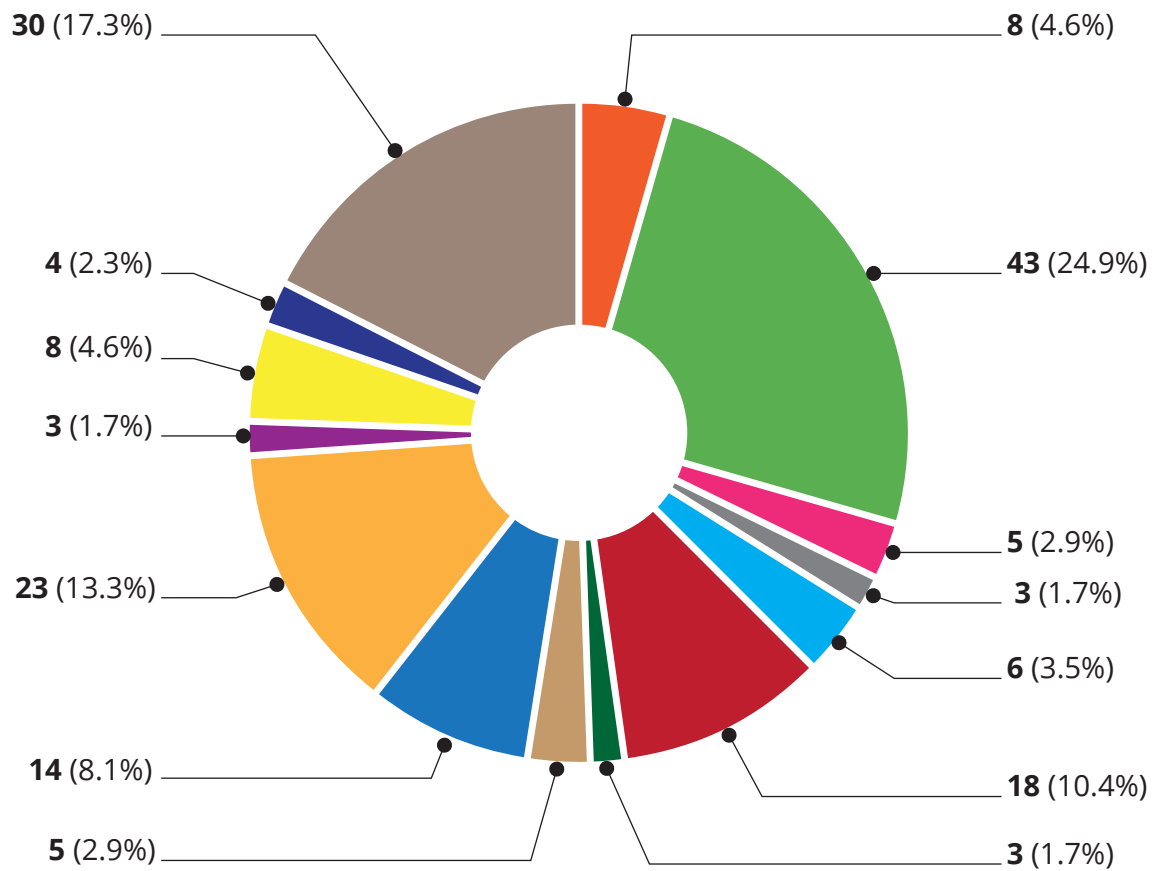
- Business as usual to some extent with enhanced safety protocols. More concerned about competitiveness coming out of COVID than impact on business now
- Concern about an uncertain future
- Potential rail bottlenecks (limitations of rail infrastructure) as the economy opens up
- International travel restrictions have made it challenging to do business
- Government funding support not available for large industries





APPENDIX B

COVID-19 BUSINESS
IMPACT SURVEY

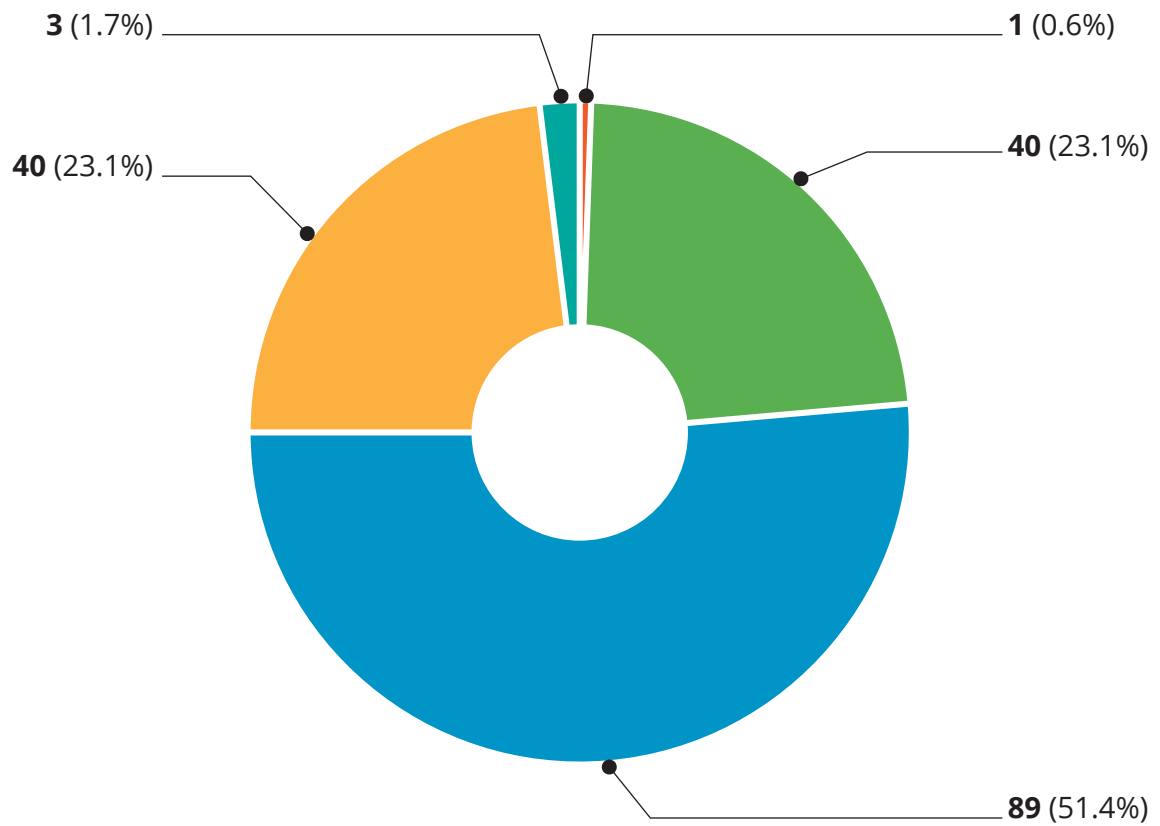


Question Options



Q2

How many employees work for your company?



Question Options



Q3 What impacts are you experiencing as a result of the COVID-19 pandemic?



Question Options



City
STR
ONG



cnv.org

141 WEST 14TH ST / NORTH VANCOUVER BC / V7M 1H9
604 985 7761 / INFO@CNV.ORG





COVID-19 City of North Vancouver Financial Recovery Task Force

Mayor's Business Advisory Working Group

Terms of Reference

Background

COVID-19 was declared a global pandemic March 11, 2020. To help manage the pandemic the province has enacted both a public health emergency and a provincial state of emergency. As their work progresses and they guide us through the next steps, cities, business and residents will work together, to mitigate the pandemic but also to prepare for our future as we emerge from this crisis.

In anticipation of economic impact, and the need for localized evaluation and action, Mayor Buchanan motioned to convene a financial recovery task force with the purpose of understanding the impact of the pandemic to the organization and the City and to create an economic recovery plan. This motion was approved unanimously by City of North Vancouver Council on March 30th, 2020.

In preparation for opportunities that will arise at the end of the Pandemic, Mayor Buchanan has created a Business Advisory Working Group to focus our collective return to prosperity and growth. Every business, industry and education institute in our City is vital to our economy and is key to our residents' own well-being. Our body of work will support provincial and federal economic strategy by considering implementation on the ground level.

Purpose and Role

The Advisory Working Group will:

1. Act as a forum for sharing information
2. Identify immediate impacts of the Pandemic on the local economy
3. Identify potential short, medium and long-term responses to the issues identified
4. Consider economic resiliency post-pandemic
5. Consider opportunities that will arise at the end of the Pandemic

Scope

To better understand the ever expanding local impacts and to hear firsthand from the businesses of all sizes, Mayor Buchanan will host a number of round table dialogues focused by sector. Information learned will be shared with the advisory working group to help inform and identify concrete actions and potential policy creation.

1. Hospitality, Pubs, Restaurants, and Breweries
2. Tourism, Film, Tech, Arts and Culture
3. Small Business Operators
4. Organized Labour
5. Capilano University, BCIT and NV School District
6. Residential Landlords
7. Commercial Landlords

8. Logistics/Goods Movement and Manufacturing
9. Financial Institutions
10. Grocery Stores, Retail
11. Allied Health, Physicians
12. Construction Industry
13. Port Industry

Outcomes

The Advisory Working Group will guide our recovery but will focus on outcomes. Long term outcomes may be discussed.

Short-term outcomes: A Healthy Business Sector and Stabilization of the economy (*1-4 weeks)

- Business opportunity to keep employees and clientele safe
- Ensure supply chain integrity and labour
- Short term regulation support
- Information sharing with each other as well as the provincial and federal governments

Medium term outcomes: Resiliency (*1-6 months)

- Ensure supply chain integrity and labour
- Identification of barriers to resilience
- Coordination of tools and strategies for SME
- Preparing for opportunities arising from the federal and provincial stimulus packages

Long Term outcomes: Restructuring Systems and new future state (working with other stakeholders) (*6-12 + months)

- For City, region, province, country
- Resilient supply chains and labour
- Innovation opportunities
- Technology
- Attraction of capital
- Differentiated opportunities that we create

*To be re-evaluated and adjusted as necessary.

Advisory Working Group Membership and Meetings

Members of the Advisory Working Group will play an advisory role and support outreach launched by the group. The Advisory Working Group will meet every 2 weeks in the short-term, and thereafter at the call of the Task Force Chair, as required.

Members of the Mayor's Task Force include:

- Bill Mooney, VP & GM, G3 Terminal Vancouver, Chair of the Task Force
- Linda Buchanan, Mayor, City of North Vancouver, Convener of the Task Force
- Leanne McCarthy, CAO, City of North Vancouver
- Larry Orr, Deputy Director, Community and Partner Engagement, City of North Vancouver
- Frank Butzelaar, CEO, Seaspan

- Lisa Dooling, Director, Community and Stakeholder Engagement, Neptune Bulk Terminals
- Peter Leitch, President, North Shore Studios/Mammoth Studios
- Paul Dangerfield, President, Capilano University
- Mark Pearmain, Superintendent, North Vancouver School District
- Greg Holmes, Executive Director, Lower Lonsdale Business Improvement Association
- Patrick Stafford-Smith, CEO, North Vancouver Chamber
- Gary Mathieson, President, Quay Property Management
- Anna Hardy, Director, Governance and Legislative Affairs, BlueShore Financial
- Martin Davies, Senior Vice-President and Partner, Hatfield Consultants

Advisory Working Group Management and Support

Administration and communications support for this advisory group will be provided through the Mayor's office. The Convenor of the Task Force, Mayor Linda Buchanan will be the sole spokesperson on matters of public interest. On technical matters, or in cases where initiatives are at the proposal level, a designated senior staff member within the City of North Vancouver organization will act as the spokesperson.

Accountability and Reporting

The findings and recommendations of the advisory working group will be reported out to City Council which may include actions for Regional, Provincial and Federal governments.

Frequency of Meetings

As above under membership. How frequent does the group feel is necessary?