



**AGENDA FOR THE REGULAR MEETING OF COUNCIL,  
HELD ELECTRONICALLY FROM CITY HALL,  
141 WEST 14<sup>TH</sup> STREET, NORTH VANCOUVER, BC, ON  
MONDAY, JANUARY 18, 2021 AT 5:30 PM**

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“Live” Broadcast via City Website [www.cnv.org/LiveStreaming](http://www.cnv.org/LiveStreaming)  
Complete Agenda Package available at [www.cnv.org/CouncilMeetings](http://www.cnv.org/CouncilMeetings)

**CALL TO ORDER**

**APPROVAL OF AGENDA**

1. Regular Council Meeting Agenda, January 18, 2021

**ADOPTION OF MINUTES**

2. Regular Council Meeting Minutes, December 14, 2020
3. Special Regular Council Meeting Minutes, January 11, 2021

**PROCLAMATION**

Alzheimer’s Awareness Month – January 2021

**PUBLIC INPUT PERIOD**

**DELEGATION**

Dr. Lorrie Welch, Math and Science Teacher, Tavie Johnson and Lily Neville,  
Students, Seycove Secondary School – North Shore Way

**CORRESPONDENCE**

4. Dr. Lorrie Welch, Math and Science Teacher, Seycove Secondary School  
– North Shore Way

**DELEGATION**

Valerie Dolgin, Community and Stakeholder Engagement, and Julia Staub-  
French, Executive Director, Family Services of the North Shore – Update on Our  
Services to the Community

**CORRESPONDENCE**

5. Valerie Dolgin, Community and Stakeholder Engagement, Family Services of the  
North Shore – Update on Our Services to the Community

**REPORT**

6. Westview Elementary School Application for Playground Enhancement Funding

**COUNCIL INQUIRIES / REPORTS**

**NEW ITEMS OF BUSINESS**

**NOTICES OF MOTION**

**RECESS TO CLOSED SESSION**

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

**REPORT OF THE COMMITTEE OF THE WHOLE (CLOSED SESSION)**

**ADJOURN**

## **CALL TO ORDER**

## **APPROVAL OF AGENDA**

1. Regular Council Meeting Agenda, January 18, 2021

## **ADOPTION OF MINUTES**

2. Regular Council Meeting Minutes, December 14, 2020
3. Special Regular Council Meeting Minutes, January 11, 2021

## **PROCLAMATION**

Alzheimer's Awareness Month – January 2021

## **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](http://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](mailto: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".

**DELEGATION**

Dr. Lorrie Welch, Math and Science Teacher, Tavie Johnson and Lily Neville,  
Students, Seycove Secondary School

Re: North Shore Way

*Item 4 refers.*

**CORRESPONDENCE**

4. Dr. Lorrie Welch, Math and Science Teacher, Seycove Secondary School,  
December 8, 2020 – File: 05-1850-20-0005/2021

Re: North Shore Way

**RECOMMENDATION:**

THAT the correspondence from Dr. Lorrie Welch, Math and Science Teacher,  
Seycove Secondary School, dated December 8, 2020, regarding the “North  
Shore Way”, be received with thanks;

AND THAT Council support Seycove Secondary School with funding in the  
amount of \$\_\_\_\_\_, to be allocated from the Council Contingency Fund.

*Information Report, January 5, 2021 – “Status of 2021 Council Contingency  
Grants Accounts”*

**DELEGATION**

Valerie Dolgin, Community and Stakeholder Engagement, and Julia Staub-  
French, Executive Director, Family Services of the North Shore

Re: Update on Our Services to the Community

*Item 5 refers.*

**CORRESPONDENCE**

5. Valerie Dolgin, Community and Stakeholder Engagement, Family Services of the  
North Shore, November 23, 2020 – File: 01-0230-01-0001/2021

Re: Update on Our Services to the Community

**RECOMMENDATION:**

THAT the correspondence from Valerie Dolgin, Community and Stakeholder  
Engagement, Family Services of the North Shore, dated November 23, 2020,  
regarding the “Update on Our Services to the Community”, be received with  
thanks.

**REPORT**

6. Westview Elementary School Application for Playground Enhancement Funding  
– File: 12-5810-01-0001/2021

Report: Parks and Greenways Planner, January 6, 2021

**RECOMMENDATION:**

PURSUANT to the report of the Parks and Greenways Planner, dated January 6, 2021, entitled “Westview Elementary School Application for Playground Enhancement Funding”:

THAT the application from North Vancouver School District No. 44 for enhancements to the Westview Elementary School playground be endorsed;

AND THAT a total funding contribution of \$74,977.82 be approved, with funds allocated from the City’s Public Elementary School Playground Enhancement Project.

**COUNCIL INQUIRIES / REPORTS**

**NEW ITEMS OF BUSINESS**

**NOTICES OF MOTION**

**RECESS TO CLOSED SESSION**

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

**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 14<sup>TH</sup> STREET, NORTH VANCOUVER, BC, ON **MONDAY, DECEMBER 14, 2020****

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**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  
B. Themens, Director, Finance  
M. Epp, Director, Planning and Development  
R. de St. Croix, Manager, Long Range and Community Planning  
Y. Zeng, Manager, Development Planning  
C. Jackson, Manager, Environment  
A. Devlin, Manager, Transportation Planning  
H. Evans, Community Planner  
L. Lensink, Environmental Sustainability Specialist  
D. Pope, Director, Engineering, 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 Girard

1. THAT the Regular Agenda of December 14, 2020 be amended by adding Item 19 – “Mayor’s Business Roundtables Report”;

AND THAT the Agenda, as amended, be approved.

**CARRIED UNANIMOUSLY**

**ADOPTION OF MINUTES**

Moved by Councillor McIlroy, seconded by Councillor Girard

2. Regular Council Meeting Minutes, November 30 / December 1, 2020

**CARRIED UNANIMOUSLY**

Moved by Councillor McIlroy, seconded by Councillor Girard

3. Special Regular Council Meeting Minutes, December 1, 2020

**CARRIED UNANIMOUSLY**

## **ADOPTION OF MINUTES – Continued**

Moved by Councillor McIlroy, seconded by Councillor Girard

4. Regular Council Meeting Minutes, December 7, 2020

**CARRIED UNANIMOUSLY**

## **PUBLIC INPUT PERIOD**

- Patrick Stafford-Smith, North Vancouver Chamber of Commerce, 102-124 West 1<sup>st</sup> Street, North Vancouver, spoke regarding Item 13 – Child Care Action Plan, coordinated COVID-19 response, Business Roundtable Report and Business Excellence Awards.
- Etienne Normandin-Poitras, 206-175 West 2<sup>nd</sup> Street, North Vancouver, spoke regarding Item 13 – Child Care Action Plan.
- Kate Galicz, 433 East 6<sup>th</sup> Street, North Vancouver, spoke regarding Item 13 – Child Care Action Plan.

## **CONSENT AGENDA**

Moved by Councillor Girard, seconded by Councillor Back

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

**CARRIED UNANIMOUSLY**

## **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

Moved by Councillor Girard, seconded by Councillor Back

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

**(CARRIED UNANIMOUSLY)**

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

Re: Metro Vancouver – Board in Brief

Moved by Councillor Girard, seconded by Councillor Back

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

**(CARRIED UNANIMOUSLY)**

## **CONSENT AGENDA – Continued**

### **BYLAWS – ADOPTION**

Moved by Councillor Girard, seconded by Councillor Back

- \*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)

Moved by Councillor Girard, seconded by Councillor Back

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.

**(CARRIED UNANIMOUSLY)**

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

Moved by Councillor Girard, seconded by Councillor Back

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

**(CARRIED UNANIMOUSLY)**

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

Moved by Councillor Girard, seconded by Councillor Back

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.

**(CARRIED UNANIMOUSLY)**

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

Moved by Councillor Girard, seconded by Councillor Back

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.

**(CARRIED UNANIMOUSLY)**

## **CONSENT AGENDA – Continued**

### **BYLAWS – ADOPTION – Continued**

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

Moved by Councillor Girard, seconded by Councillor Back

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.

**(CARRIED UNANIMOUSLY)**

## **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

Rowan Gentleman-Sylvester, North Shore Young Citizens’ Forum Co-Lead, Civic Education Program Coordinator, CityHive, and youth members, Becca Birkner and Meghan Mathieson, provided a video presentation and responded to questions of Council.

### **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

Moved by Councillor Bell, seconded by Councillor McIlroy

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;

AND THAT the request of the North Shore Young Citizens’ Forum to establish a Youth Action Advisory Committee be referred to staff for comment and subsequent discussion by Council.

**CARRIED UNANIMOUSLY**

## **PRESENTATION**

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

The Community Planner provided a PowerPoint presentation and she, the Manager, Long Range and Community Planning and Sandra Menzer, Consultant, Social Planning and Research Council of BC, responded to questions of Council.

## **REPORT**

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

Report: Community Planner, December 2, 2020

Moved by Mayor Buchanan, seconded by Councillor McIlroy

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 the action of setting aside a proportion of Community Amenity Contributions for child care purposes, or securing the construction of child care amenities through reducing a project’s Community Amenity Contributions, be deferred until completion of a review of the Community Benefits Policy;

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.

**CARRIED UNANIMOUSLY**

## **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

Moved by Councillor Girard, seconded by Councillor Valente

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;

*Continued...*

## **CORRESPONDENCE – Continued**

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

AND THAT Council support the North Shore Community Christmas Dinner – Food Hampers with funding in the amount of \$2,500, to be allocated from the Council Contingency Fund.

**CARRIED UNANIMOUSLY**

## **REPORTS**

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

Report: Environmental Sustainability Specialist, December 2, 2020

Moved by Councillor McIlroy, seconded by Mayor Buchanan

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.

**CARRIED UNANIMOUSLY**

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

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

Moved by Mayor Buchanan, seconded by Councillor Valente

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.

**CARRIED UNANIMOUSLY**

## **REPORTS – Continued**

Councillor Valente recused himself at 7:43 pm, declaring a potential conflict of interest with respect to Item 17 – Streetcar Brewing Corp. Outdoor Patio One Year Trial Period – 123A East 1<sup>st</sup> Street.

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

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

Moved by Councillor McIlroy, seconded by Councillor Hu

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 1<sup>st</sup> Street”:

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

**CARRIED UNANIMOUSLY**  
(by members remaining)

Councillor Valente returned to the meeting at 7:45 pm.

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

Report: Corporate Officer, December 1, 2020

Moved by Councillor McIlroy, seconded by Councillor Back

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.

**CARRIED UNANIMOUSLY**

## **REPORTS – Continued**

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

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

Moved by Councillor Bell, seconded by Councillor Girard

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, as follows:

- COVID-19 Responses
  - Communication with Business
  - Vibrant Commercial Streets and Public Spaces
  - Support for Small Business and Start-Ups
    - Support for Digitalization
    - Support for Buying Local
    - Tourism
    - Filming
    - Partnerships
    - Continued Advocacy
- Economic Development Responses
  - Overall Economy
    - Economic Investment Strategy/Action Plan
    - Invest in Talent and Attract Newcomers with a Focus on Diversity and Inclusion
    - Grow the Economy Around Key Industries and Anchor Employers
  - Improve City Services that May Impact Business
    - Streamline Business Licensing, Development Applications and Permit Processes
  - General Support for Business
    - Support for Business-Enabling Infrastructure
    - Transportation
    - Affordable Housing
    - Child Care;

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 be provided with copies of the final report.

**CARRIED UNANIMOUSLY**

## **COVID-19 UPDATE**

Mayor Buchanan read a statement to commemorate the past year on Council and wished everyone a Happy Holiday and Merry Christmas.

Mayor Buchanan highlighted that this year has been like no other in recent history and that she is proud of the City and the dedication, resiliency and support shown for one another. She encouraged people to reach out to family and friends in writing or by phone, and to consider making a donation to the food bank.

## **COUNCIL INQUIRIES / REPORTS**

20. Results of Council Vote for Item 12 – File: 01-0220-01-0001/2020

Inquiry by Councillor Bell

Councillor Bell inquired of Mayor Buchanan to confirm that his vote for Item 12 be recorded in the affirmative. The Corporate Officer confirmed that Councillor Bell's vote was recorded in the affirmative and Council's full vote on Item 12 was carried unanimously.

## **NEW ITEMS OF BUSINESS**

Nil.

## **NOTICES OF MOTION**

Nil.

## **RECESS TO CLOSED SESSION**

Moved by Councillor Girard, seconded by Councillor Back

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

**CARRIED UNANIMOUSLY**

The meeting recessed to the Committee of the Whole (Closed Session) at 8:17 pm and reconvened at 8:45 pm.

## **REPORT OF THE COMMITTEE OF THE WHOLE (CLOSED SESSION)**

21. Appointment to the Advisory Planning Commission – File: 01-0360-20-0002/2020

Report: Corporate Officer, November 25, 2020

Moved by Councillor Bell, seconded by Councillor Girard

PURSUANT to the report of the Corporate Officer, dated November 25, 2020, entitled "Appointment to the Advisory Planning Commission":

*Continued...*

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

21. Appointment to the Advisory Planning Commission – File: 01-0360-20-0002/2020  
– Continued

THAT Meghan Mathieson be appointed to the Advisory Planning Commission for the term February 1, 2021 to January 31, 2024;

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

**CARRIED UNANIMOUSLY**

22. Appointments to the Integrated Transportation Committee  
– File: 01-0360-20-0040/2020

Report: Corporate Officer, November 25, 2020

Moved by Councillor Bell, seconded by Councillor Girard

PURSUANT to the report of the Corporate Officer, dated November 25, 2020, entitled “Appointments to the Integrated Transportation Committee”:

THAT Bradley Cuzen and Brent Hillier be reappointed to the Integrated Transportation Committee for a 2-year term concluding January 31, 2023;

THAT Jonathan Arnold, Matthew Debicki, Anna Hardy and Maxwell Lai be appointed to the Integrated Transportation Committee for the term February 1, 2021 to January 31, 2023;

AND THAT the report of the Corporate Officer, dated November 25, 2020, entitled “Appointments to the Integrated Transportation Committee”, remain in the Closed session.

**CARRIED UNANIMOUSLY**

23. Appointment to the Kings Mill Walk Park Master Plan Task Force  
– File: 12-6240-20-0045/1

Report: Corporate Officer, December 3, 2020

Moved by Councillor Bell, seconded by Councillor Girard

PURSUANT to the report of the Corporate Officer, dated December 3, 2020, entitled “Appointment to the Kings Mill Walk Park Master Plan Task Force”:

THAT Rory Sykes and his mother, Kim McLean-Sykes, be appointed as the Child representative (intermediate age) with Parent to the Kings Mill Walk Park Master Plan Task Force for a 1-year term to conclude on December 31, 2021;

AND THAT the report of the Corporate Officer, dated December 3, 2020, entitled “Appointment to the Kings Mill Walk Park Master Plan Task Force”, remain in the Closed session.

**CARRIED UNANIMOUSLY**

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

24. Municipal Service Matter – File: 05-1610-01-0001/2020

Report: Director, Finance and City Solicitor, December 8, 2020

Moved by Councillor Bell, seconded by Councillor Girard

PURSUANT to the report of the Director, Finance and the City Solicitor, dated December 8, 2020, regarding a municipal service matter:

THAT the action taken by the Committee of the Whole (Closed Session) be ratified;

AND THAT the wording of the recommendation and the report of the Director, Finance and the City Solicitor, dated December 8, 2020, remain in the Closed session.

**CARRIED UNANIMOUSLY**

25. 2020-2021 Collective Agreement – CUPE Local 389 – File: 01-0560-20-0001/2020

Report: Manager, Human Resources, December 9, 2020

Moved by Councillor Bell, seconded by Councillor Girard

PURSUANT to the report of the Manager, Human Resources, dated December 9, 2020, entitled “2020-2021 Collective Agreement – CUPE Local 389”:

THAT the Memorandum of Agreement dated December 8, 2020, covering the terms of the 2020-2021 Collective Agreement between the City of North Vancouver and the Canadian Union of Public Employees (CUPE) Local 389, be approved, subject to the approval of CUPE Local 389;

THAT the Mayor and Corporate Officer be authorized to execute the necessary documents;

AND THAT the report of the Manager, Human Resources, dated December 9, 2020, entitled “2020-2021 Collective Agreement – CUPE Local 389”, remain in the Closed session.

**CARRIED UNANIMOUSLY**

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

26. Employee Relations Matter – File: 01-0560-20-0001/2020

Report: Manager, Human Resources, December 9, 2020

Moved by Councillor Bell, seconded by Councillor Girard

PURSUANT to the report of the Manager, Human Resources, dated December 9, 2020, regarding an employee relations matter:

THAT the action taken by the Committee of the Whole (Closed Session) be ratified;

AND THAT the wording of the recommendation and the report of the Manager, Human Resources, dated December 9, 2020, remain in the Closed session.

**CARRIED UNANIMOUSLY**

**ADJOURN**

Moved by Councillor Girard, seconded by Councillor Back

THAT the meeting adjourn.

**CARRIED UNANIMOUSLY**

The meeting adjourned at 8:46 pm.

*“Certified Correct by the Corporate Officer”*

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CORPORATE OFFICER



**MINUTES OF THE SPECIAL REGULAR MEETING OF COUNCIL, HELD ELECTRONICALLY FROM CITY HALL, 141 WEST 14<sup>TH</sup> STREET, NORTH VANCOUVER, BC, ON **MONDAY, JANUARY 11, 2021****

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**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  
H. Granger, City Solicitor  
B. Themens, Director, Finance  
B. Pearce, Director, Strategic and Corporate Services  
R. Skene, Director, Community and Partner Engagement  
M. Epp, Director, Planning and Development  
H. Reinhold, Deputy Director, Strategic and Corporate Services  
D. Pope, Director, Engineering, Parks and Environment

The meeting was called to order at 5:05 pm.

**RECESS TO CLOSED SESSION**

Moved by Councillor McIlroy, seconded by Councillor Valente

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

**CARRIED UNANIMOUSLY**

The meeting recessed at 5:06 pm and reconvened at 7:50 pm.

**REPORT OF THE SPECIAL COMMITTEE OF THE WHOLE (CLOSED SESSION)**

1. Land Matter – File: 13-6520-20-0021/1

Report: Director, Community and Partner Engagement, January 6, 2021

Moved by Councillor McIlroy, seconded by Councillor Valente

PURSUANT to the report of the Director, Community and Partner Engagement, dated January 6, 2021, regarding a land matter:

THAT the action taken by the Committee of the Whole (Closed Session) be ratified;

AND THAT the wording of the recommendation and the report of the Director, Community and Partner Engagement, dated January 6, 2021, remain in the Closed session.

**CARRIED UNANIMOUSLY**

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

2. Land Matter – File: 02-0800-30-0002/1

Report: Director, Strategic and Corporate Services, January 6, 2021

Moved by Councillor McIlroy, seconded by Councillor Valente

PURSUANT to the report of the Director, Strategic and Corporate Services, dated January 6, 2021, regarding a land matter:

THAT the action taken by the Committee of the Whole (Closed Session) be ratified;

AND THAT the wording of the recommendation and the report of the Director, Strategic and Corporate Services, dated January 6, 2021, remain in the Closed session.

**CARRIED**

Councillor Bell is recorded as voting contrary to the motion.

**ADJOURN**

Moved by Councillor Bell, seconded by Councillor Back

THAT the meeting adjourn.

**CARRIED UNANIMOUSLY**

The meeting adjourned at 7:52 pm.

*“Certified Correct by the Corporate Officer”*

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CORPORATE OFFICER



**Office of the Mayor**  
CITY OF NORTH VANCOUVER  
BRITISH COLUMBIA

# *Proclamation*

## **ALZHEIMER'S AWARENESS MONTH**

- WHEREAS** Alzheimer's disease and other forms of dementia are degenerative brain disorders affecting thousands of people across British Columbia and early detection can provide individuals and their families the chance to adjust to the diagnosis and plan for the future;
- WHEREAS** all British Columbians can become better informed to bring about more support for the social, emotional and financial impacts experienced by persons with dementia, their families, caregivers and communities;
- AND WHEREAS** the Alzheimer Society of BC offers support, information and education to families, health care professionals and the public through their dementia-friendly community initiatives, and support for research is designed to reduce stigma and build more inclusive communities;
- NOW THEREFORE** I, Linda Buchanan, Mayor of the City of North Vancouver, do hereby proclaim **January 2021** as **ALZHEIMER'S AWARENESS MONTH** in the City of North Vancouver, the traditional territories of the Squamish and Tsleil-Waututh Nations.

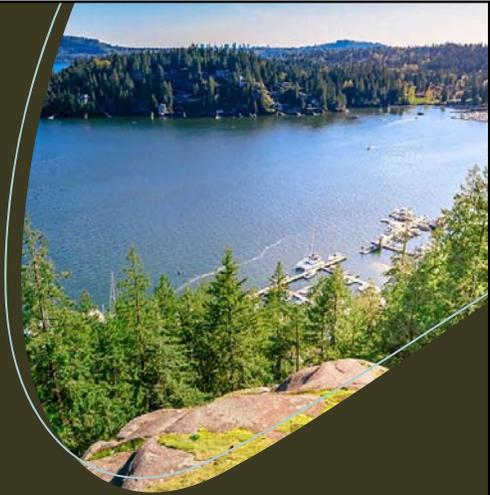
So proclaimed on Monday, January 18, 2021

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*Mayor Linda Buchanan*

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## North Shore Way



The current pandemic has caused people to rethink travelling to other countries. Rather than visiting northern Spain for a meditative hike, we could use the existing North Shore trails to connect with nature and one another.

## Benefits for the North Shore

- Encourage people to enjoy outdoors
- Encourage time together in a safe environment
- Showcase our beautiful surroundings
- Increase local spending at nearby businesses.

## How does it work?

- Each participant receives an explanatory brochure and a passport when they register.
- The program uses a sequence of existing trails on the North Shore
- Each hiker stamps their passport as they walk each trail.
- Program runs from the May long weekend to Labour Day

## How is it Funded?

- Each participant pays \$10 per passport.
- Use existing systems to minimize costs.
- Mayor Little has said that his Graphic Arts Department could help finalize the brochure and passports and pay for the NVD embossing stamps

## Brochure

- Introduction to the program
- Map of North Vancouver showing the location of each trail
- Hiking safety and etiquette information
- Transit and trailhead information.
- FAQ and answers

## NSW Program Details

- There are three levels of hikes
  - Level 1 - Family friendly hikes that can be done with a wheelchair or stroller totalling 80 km
  - Level 2 – Transit accessible hikes. A total of 90 km of moderately difficult trails
  - Level 3 – Remote hikes (Most of them accessible by transit.) A total of 105 km with more challenging terrain and length.

## Passport

- High quality keepsake showing progress
- Each space is self-stamped upon completion
- Photos of completed passports may be uploaded to NSW site

## North Shore Culture Compass

- The NSCC will sell the passports at their Lonsdale location
- They are acting in an advisory capacity to help launch the pilot project in May 2021
- The NSCC will add a page to their website dedicated to the North Shore Way

## North Vancouver City Hikes.

- Green Necklace
- Spirit Trail
- Harbour View Park
- King's Mill Walk
- Mahon Park
- Bowser Trail
- Mosquito Creek

## What Do We Need From NVC?

- Please approve use of your trails.
- In May, please install the embossing stamps for your routes
- After Labour Day, please remove and store the stamps
- Cover the cost of the NVC stamps. At approximately \$100 per stamp, we estimate a total cost of \$1500.

## Future Plans

- Contact Squamish and Tsleil-Waututh nations regarding use of land
- Extend the series of hikes.
  - Another series of more challenging hikes
  - Biking trail series
  - Vancouver-wide series of hikes
- Include businesses in the program (e.g. 10% off for hikers)
- Ask faith gatherings to participate as in the Spanish program



# Seycove Secondary Community School

1204 Caledonia Avenue, North Vancouver BC V7G 2A6 • Telephone: 604.903.3666 • Fax: 604.903.3667  
Callback Line: 604.903.3673 • Email: [seycove@sd44.ca](mailto:seycove@sd44.ca) • Website: [www.seycove.ca](http://www.seycove.ca)

December 8, 2020

Mayor Linda Buchanan and Council  
City of North Vancouver

Dear Mayor Buchanan,

I am requesting the opportunity to appear as a delegation at a North Vancouver City Council meeting in January 2021. We would like to present information on the *North Shore Way* particularly as it relates to trails in North Vancouver City. We are asking that North Vancouver City Council allow us to use the following seven trails, that you subsidize the cost of embossed stamps on your trails (to a maximum value of \$1500), your employees install the stamps in May, and remove them in September.

#### Requested Trails

1. Green Necklace – connects a number of parks between Grand Blvd and Jones Avenue
2. Spirit Trail – from North Vancouver District Park and Tilford Gardens
3. Harbour View Park
4. King's Mill Walk
5. Mahon Park
6. Bowser Trail
7. Mosquito Creek

I teach at Seycove Secondary School in Deep Cove. Two of my students, Lily Neville and Tavie Johnson, and I have developed *The North Shore Way* to encourage safe outdoor activity during the pandemic. We are working with all three municipalities and the North Shore Culture Compass group. The inspiration for the NSW is the *Camino de Santiago* in northern Spain which is also known as *The Way of Saint James*. The North Shore Way uses existing trails and is organized on a three-tier system based on trail difficulty and access. Each level has its own passport. The brochure that explains the program includes hiking safety tips, hiking etiquette, transit information and a map of the North Shore. The NSW website will have details and points of interest for each trail.

Thank you for considering our request.

Sincerely

Dr. Lorrie Welch

Math and Science Teacher  
Seycove Secondary School

Reviewed by:

CAO



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

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To: Mayor Linda Buchanan and Members of Council  
From: Debbie Cameron, Budget Analyst II – Finance  
Subject: STATUS OF 2021 COUNCIL CONTINGENCY GRANTS ACCOUNTS  
Date: January 5, 2021 File No: 05-1840-20-0001/2021

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**ATTACHMENTS:**

1. Contingency Grant Accounts at December 31, 2020 ([CityDocs 2008063](#))  
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	<b><u>\$ 50,000.00</u></b>
<u>General Contingency Grants Issued:</u>	<u>Amount</u>
	\$ 0.00
Subtotal Grants	<b><u>\$ 0.00</u></b>
<b>Remaining Budget</b>	<b><u>\$ 50,000.00</u></b>

**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**

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**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**

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RESPECTFULLY SUBMITTED:

*FOR*   
\_\_\_\_\_  
Debbie Cameron  
Budget Analyst II – Finance

*CONTINGENCY and GRANTS ACCOUNTS at DECEMBER 31, 2020*

<b>General Contingency 2020 Budget</b>		<b>\$50,000</b>
NS Community Christmas Dinner	\$ 2,500	
<b>Total Monies Granted in 2020</b>	<b>\$ 2,500</b>	
<b>Remaining Balance 2020</b>		<b>\$47,500</b>

<b>One Time Grants 2020 Budget</b>		<b>\$50,000</b>
<b>Total Monies Granted in 2020</b>		
<b>Remaining Balance 2020</b>		<b>\$50,000</b>

<b>Council Bereavement Donations Fund Budget 2020</b>		<b>\$5,000</b>
<b>Total Monies Granted in 2020</b>		
<b>Remaining Balance 2020</b>		<b>\$5,000</b>

**From:** Valerie Dolgin <Levdolgin@familyservices.bc.ca>  
**Sent:** November-23-20 12:15 PM  
**To:** Christine Baird  
**Subject:** Delegation request for early 2021

Dear Ms. Baird,

Good afternoon! Please accept this email as a Delegation Request from Family Services of the North Shore. Ideally we would like to present for City Council in the earliest months of 2021, but will be pleased to be there whenever there is space for us.

The topic of the Delegation will be "An Update on our Services to the Community" and will include an overview of Family Services of the North Shore's work in the community during the pandemic to date and our vision for how best to continue to serve the community in the coming months.

It is more clear than ever that the impact of this pandemic on all of us is not equal;

- those with fewer resources have been hit harder
- those who were already economically vulnerable will struggle to recover
- those who have more, will bounce back more easily

For over 60 years Family Services of the North Shore has served our communities from Bowen Island to Deep Cove and every point in between. Together with community partners we have maintained our previous services and added others in order to meet the changing needs of the people we serve. We would like to share with you how we have done that, and also present from the frontlines, the areas that we see as most critical for municipal leadership moving forward.

Presenting will be: Julia Staub-French – Executive Director and myself, Valerie Dolgin – Coordinator, Community and Stakeholder Engagement.

Should you require additional information in order to complete the booking of the delegation, please let me know.

I look forward to hearing from you.

Warmly,  
Val.



Valerie Dolgin, Community and Stakeholder Engagement (she/her)  
Family Services of the North Shore  
Suite 203 - 1111 Lonsdale Avenue  
North Vancouver, BC V7M 2H4  
Phone 604-988-5281 Fax 604-988-3961  
[www.familyservices.bc.ca](http://www.familyservices.bc.ca)

Reviewed by:

  
CAO

*We respectfully acknowledge that the services we provide are on the traditional and unceded homelands of the Coast Salish peoples, including the xʷməθkwəy'əm (Musqueam), Skwxwí7mesh (Squamish) and səliwətaɩ (Tsleil-Waututh) Nations.*

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 Department Manager	 Director	 CAO
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The Corporation of **THE CITY OF NORTH VANCOUVER**  
**ENGINEERING, PARKS & ENVIRONMENT DEPARTMENT**

**REPORT**

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To: Mayor Linda Buchanan and Members of Council

From: Adam Vasilevich, Parks and Greenways Planner

Subject: WESTVIEW ELEMENTARY SCHOOL APPLICATION FOR  
PLAYGROUND ENHANCEMENT FUNDING

Date: January 6, 2021 File No: 12-5810-01-0001/2021

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

**RECOMMENDATION**

PURSUANT to the report of the Parks and Greenways Planner, dated January 6, 2021, entitled "Westview Elementary School Application for Playground Enhancement Funding":

THAT the application from the North Vancouver School District for enhancements to the Westview Elementary School playground be endorsed;

AND THAT a total funding contribution of \$74,977.82 from the City's Public Elementary School Playground Enhancement Project be approved.

**ATTACHMENTS**

1. Westview Elementary School Application for Playground Enhancement Funding ([CD#2004864](#))
2. Appropriation Policy for Public Elementary School Playground Enhancements through the Civic Amenity Reserve Fund ([CD# 1772129](#))
3. Staff Procedures for Administering the Appropriation Policy for Public Elementary School Playgrounds ([CD# 1829090](#))

**PURPOSE**

As part of the Public Elementary School Playground Enhancement Project, the City has received an application from the North Vancouver School District (NVSD) for \$74,977.82

in City funding to support the proposed playground enhancements at Westview Elementary (Attachment 1). The purpose of this report is to provide a summary of the proposal and an evaluation of its merits based on the Council endorsed policy and procedures (Attachments 2 and 3).

## **BACKGROUND**

In recognition of the significant role that public school grounds play in the provision of open space and outdoor recreational amenities in the community, in 2019 Council directed staff to review and refresh the City's previous program for funding improvements to elementary school playgrounds. As a result, new policy was established to allow funding to be appropriated from the Civic Amenity Reserve to support this initiative (Attachment 2). The application and evaluation process was also updated resulting in policy and procedures that provide guidance for potential applicants as well as City staff who must review the proposed projects (Attachment 3).

With these policies in place, an initial allocation of \$150,000 for the Public Elementary School Playground Enhancement Project was approved as part of the 2020 Project Plan, with additional annual funding proposed for the next 3 years. The purpose of the project is to increase and improve publicly accessible outdoor play equipment, play areas, landscape improvements, community gardens, and other similar enhancements on elementary school property for community residents outside of school hours. Schools within the City are eligible for a maximum funding contribution of \$75,000 per school within a 10-year period, and schools outside the City where at least 25% of student enrollment is City residents, are eligible for up to \$37,500 per school.

Previously, Westview School received \$31,250 of City funds for playground improvements completed in 1999 as part of the City's former program. The school was rebuilt in 2007, and an application for additional funding as part of the current Public Elementary School Playground Enhancement Project was submitted in November 2020.

## **DISCUSSION**

The City received an application from the NVSD for school playground enhancement funding for improvements to the existing playground at Westview Elementary School. Westview Elementary School has been selected as the recipient for the 2020/21 BC Ministry of Education Playground Equipment Program (PEP) grant for the installation of additional play equipment. The expansion of the existing play area will also improve accessibility with the addition of poured in place surfacing and new accessible play features.

With a total estimated cost of \$289,054.12, the majority of the required funding for the project will be provided from other sources including the \$125,000 in PEP funding that must be expended by March 31, 2021. The NVSD will be committing \$77,102.64 and the Westview Parent Advisory Council (WPAC) will be committing \$12,000 towards additional poured in place (PIP) rubber surfacing and seating. The NVSD is seeking additional funding of \$74,977.82 from the City of North Vancouver to further enhance the project.

The new playground would be situated entirely on NVSD property and will be managed and maintained by NVSD when complete.

City staff have reviewed the application based on the Council endorsed “Staff Procedures for Administering the Appropriation Policy for Public Elementary School Playgrounds” and have confirmed that the proposed improvements meet the established criteria by:

- Encouraging individual play along with areas to learn, to share and interact with peers and by incorporating music and games.
- Removing some barriers to accessibility with the inclusion of rubber surfacing and the addition of some new accessible play features.
- Providing multiple challenges for users to develop gross motor skills, strength, competence and progression that help to increase physical literacy.

City staff have also suggested that the project include additional seating areas as well as trees to provide shade and connection to nature. The NVSD has agreed to incorporate those elements into the final design, and on that basis staff recommend that Council approve the funding request for \$74,977.82.

With Council’s endorsement of the recommendation, staff will notify the NVSD that their project funding has been approved. Construction of the new playground is anticipated to commence immediately as required by the other funding sources. Upon completion, the NVSD will provide the City with a report at which point the City’s funds will be disbursed.

## **FINANCIAL IMPLICATIONS**

A total of \$150,000 for the City’s Public Elementary School Playground Enhancement Project was approved in the 2020 Project Plan and appropriated from the Civic Amenity Reserve in October 2020. The Appropriation Policy for Public Elementary School Playground Enhancements through the Civic Amenity Reserve Fund establishes a maximum funding contribution of \$75,000 per City school, and the requested amount of \$74,977.82 for the Westview School playground is within that amount.

## **INTER-DEPARTMENTAL IMPLICATIONS**

The application for Westview Elementary School was reviewed by an inter-departmental staff team and included representatives from Engineering, Parks and Environment, Planning and Development, Community and Partner Engagement, and Finance Department.

## **STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS**

The City’s support of playground enhancements on public schools contributes to Council’s Strategic Plan goal of creating a “City for People” and supports the health and well-being of all. The Public Elementary School Playground Enhancement Project also supports the Council priority to create a “Vibrant City”, where dynamic public spaces

provide opportunities for connection and enable residents to engage with their community.

The project also supports the City's Official Community Plan goal to enhance well-being and quality of life for all community members (Goal 3.1), and the Parks Master Plan guiding principle #8, "Build and Support Partnerships", which specifically states; "Pursue opportunities for partnerships to maximize use of resources and harmonization with...School District."

RESPECTFULLY SUBMITTED:



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Adam Vasilevich  
Parks + Greenways Planner

## Westview Elementary - Play Space Enhancement

### **Project Champions:**

Carla Orr – Principal, Westview Elementary Principal, NVSD  
 Mike Chapman – Assistant Director of Facilities, NVSD

Westview Elementary School has been selected as the recipient for the 2020/21 BC Ministry of Education Playground Equipment Program (PEP) grant for the installation of a new universally accessible play space. The PEP funding provided for this project is \$125,000 inclusive of taxes and must be expended by March 31, 2021. The North Vancouver School District (NVSD) will be committing \$77,102.64 and the Westview Parent Advisory Council (WPAC) will be committing \$12,000 towards additional poured in place (PIP) rubber surfacing and seating. The NVSD is seeking additional funding of \$74,977.82 from the City of North Vancouver (CNV) to further enhance the project.

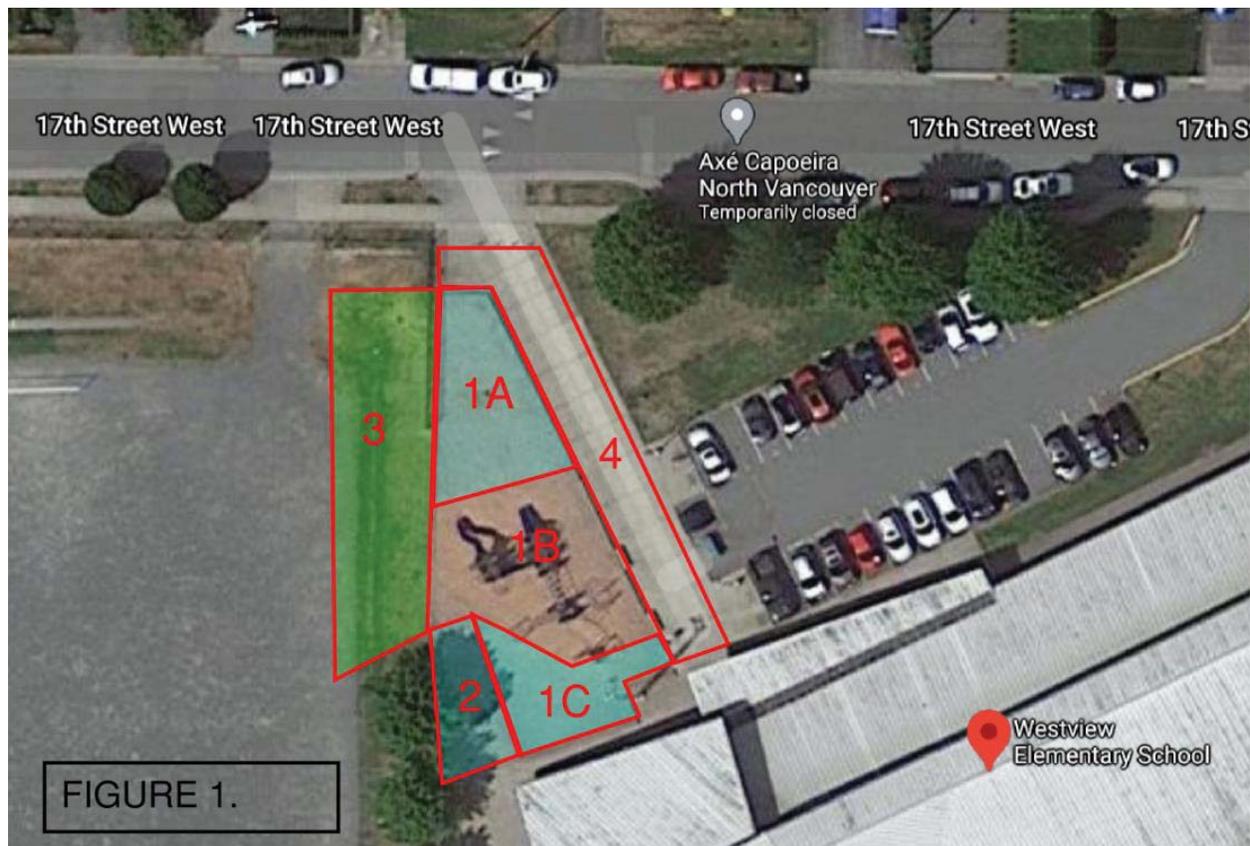
The NVSD invited proposals for the design, supply and installation of a new multi use play space for Westview that is universal in design, and can be used by as many children as possible without special adaptations or modifications. Proponents were encouraged to creatively use the space identified for development to complement and potentially integrate with the existing play equipment. Proposals were expected to fully maximize the entire budget to create imaginative and exciting play experiences for a diverse population of learners and community members. The proponents were to provide two designs, a base design to expend the Ministry PEP funding and an optional design to demonstrate the additional enhancements that could be funded by a CNV grant.

### **Site Location**

The project site is located on the Westview Elementary School property located at 641 17<sup>th</sup> Street West, in the City of North Vancouver. The site is bounded with city streets to the south, west and north and the east property line is forested. The enrollment at the school is forecasted to see continued growth, ultimately requiring an addition to the facility. The student population has a diversity of needs and is currently underserved by the existing play space which is not accessible, lacks in variety and is undersized to support the current student population.



The space available for a new playground on the Westview property is very limited. Land area to the east of the school is reserved for future capacity expansion. The west and south asphalt perimeter of the school is already developed. Further west is the all-weather gravel field. To the north is the existing play ground which currently utilizes only 50% of the total play area and offers the best option for further enhancement. The existing play area is bounded by a raised wooden border and has engineered wood fibre (EWF) as a safety surfacing. The play space adjoins the school's level hardscape perimeter on three sides and is connected to a grass slope down to the gravel field on the west side. The play space and surrounding area designated for the project can be broken into six zones (see Figure 1 below).

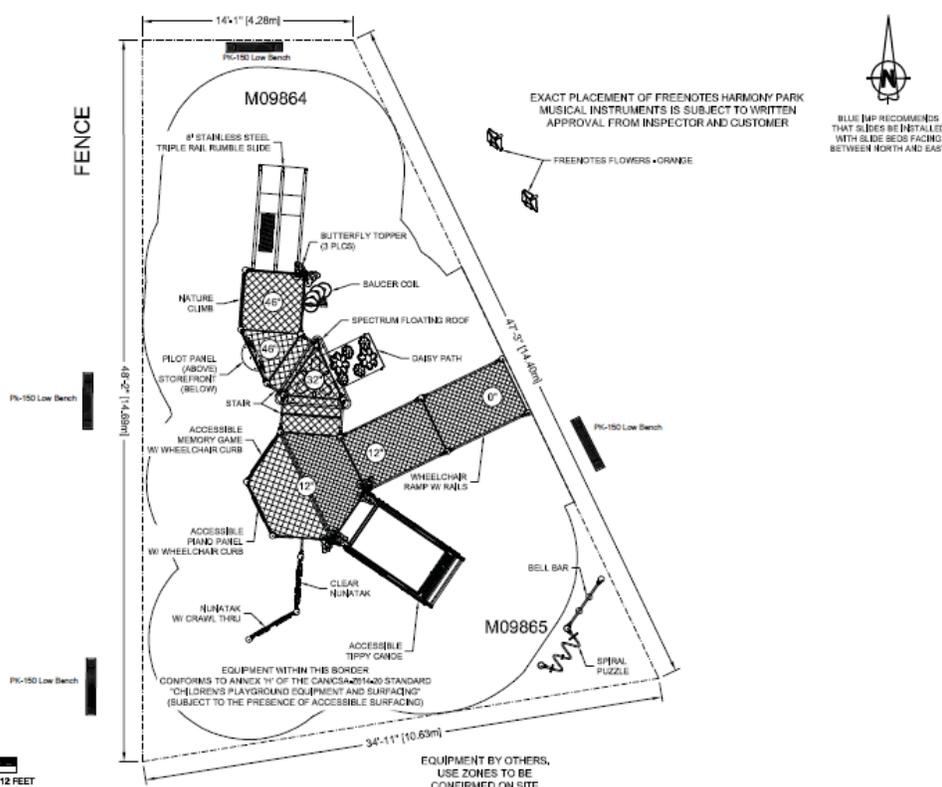


### **Zone 1A – BC Ministry of Education PEP Funding**

Open area in the existing play space box consisting of approx. 1550 ft<sup>2</sup> EWF fall surfacing. It is directly adjacent the main concrete entry way into the school. The Ministry PEP funding will be focused on enhancing this space. The existing raised wooden border will be eliminated, the EWF will be replaced with poured in place (PIP) surfacing with embedded physical literacy and a new accessible main play structure will be installed. The PIP surfacing will allow for barrier free access from the adjoining concrete which will have two additional benches for seating and two percussion musical flowers. Removal of the raised wooden boarder not only enhances accessibility by removing a physical barrier, it essentially doubles the inclusive play area by seamlessly joining to the concrete in Zone 4. Please reference Swing Time Zone 1A pdf attachment for further scope and costing information.



DRAWINGS AND SPECIFICATIONS ARE PROPERTY OF S.V. SCOTT MANUFACTURING. THE DRAWING MAY NOT BE REPRODUCED IN WHOLE OR IN PART WITHOUT THE WRITTEN CONSENT OF THE ENGINEERING DEPARTMENT.



AREA REQUIRED IS BASED UPON SUPPLIED SURVEY INFORMATION SHOWING LOCATION OF EXISTING EQUIPMENT AND BORDERS. EXACT LOCATION OF EXISTING EQUIPMENT AND BORDERS TO BE VERIFIED ON SITE TO ENSURE ADEQUATE SAFETY ZONES AND TO VERIFY REQUIRED QUANTITY OF SURFACING MATERIAL. SOME BORDER DIMENSIONS ARE TO MINIMUM ALLOWANCE

PERIMETER SHOWN REPRESENTS EXTENT OF REQUIRED SAFETY SURFACING. WIDTH OF BORDER MATERIAL MUST BE ADDED BEFORE EXCAVATION.

WESTVIEW ELEMENTARY  
OPTION 1  
NORTH VANCOUVER, BC  
SWING TIME DISTRIBUTORS

LAYOUT #: A07815-1  
JOB #: J06431  
RECOMMENDED AGES: 5-12  
PROTECTIVE SURFACING REQUIRED:  
AREA: 1130 (sq.ft) PERIMETER: 145 (ft)  
DRAWN BY: AV DATE: 19-OCT-20

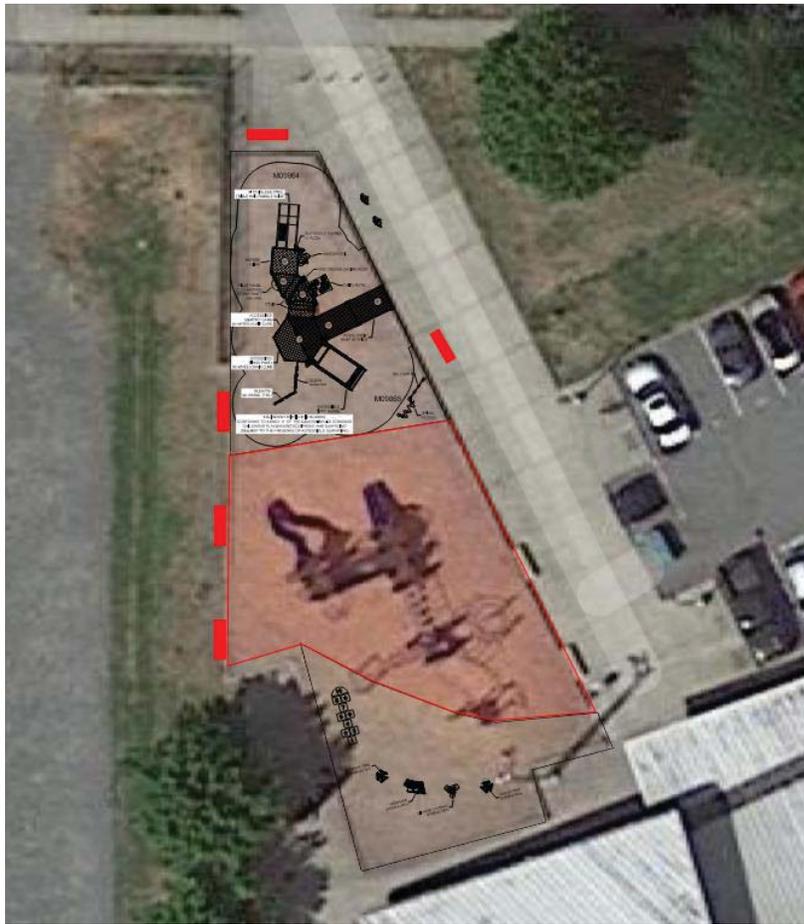
1	ADD/REVISIONS	TD 20OCT-20
 <b>BLUE IMP</b> Play Strong.		
724 - 14TH STREET S.W., MEDICAL HAT, AB, T1A 4V7 TOLL FREE: 1-800-491-1482 FAX: (403) 526-0851 E-MAIL: sales@blueimp.com WEBSITE: www.blueimp.com		





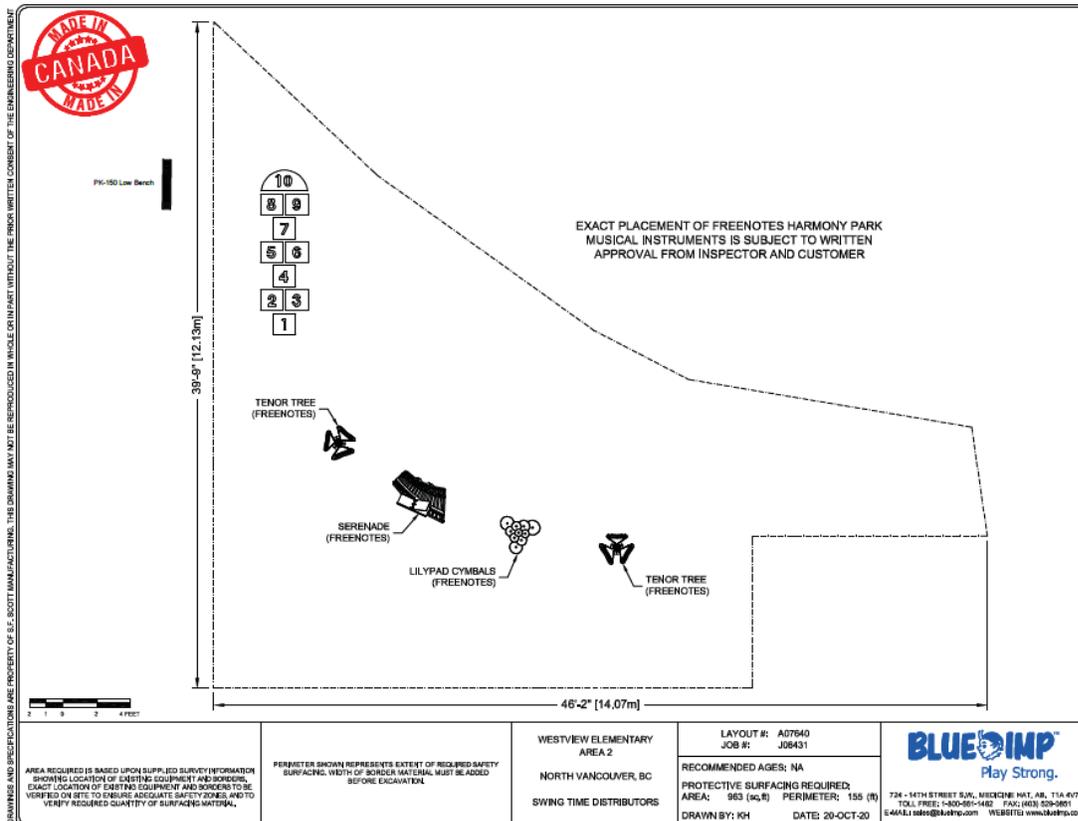
## Zone 1B – NVSD & WPAC Funding

Existing play equipment located in the center of the play area covering approx. 2000 ft<sup>2</sup>. The NVSD and WPAC will commit additional funding to the project to replace the EWF with PIP surfacing to ensure there is a connection between areas 1A and 1C and allowing for continuous barrier free accessibility from anywhere on the existing concrete. This additional scope will also include new concrete curbing on the west side delineating the top of the slope and providing a border for the PIP surfacing. New benches (shown in red below) will provide additional seating. Flat top boulders will be placed between benches on the western edge if integration with the new concrete curbing and PIP is possible. Please reference Swing Time Zone 1B pdf attachment for further scope and costing information.



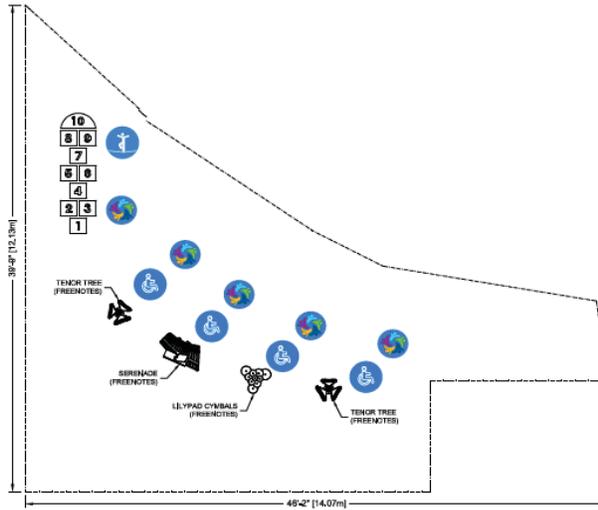
## Zone 1C – CNV Playground Funding Grant

Remaining open area in the existing play space box consisting of approx. 750ft<sup>2</sup>. This area will be the focus of the CNV grant funding. Scope would include for elimination of the wooden border, addition of PIP surfacing with embedded physical literacy and several musical percussion play pieces. The PIP surfacing would allow for barrier free access from the complete perimeter of this zone as opposed to the single point of access shown above. Please reference Swing Time Zone 1C pdf attachment for further scope and costing information.



**Elements of Play**

-  Balancing
-  Spinning
-  Climbing
-  Swinging
-  Sliding
-  Brachiating
-  Accessible
-  Inclusive



Please note for each option we have included our Elements of Play, which illustrates how each component addresses the 6 Elements: balancing, spinning, climbing, swinging, sliding, brachiating. The goal of inclusive play is to create a multi-faceted, sensory-rich play space where communities and generations can connect and where children – regardless of ability or disability, age, or stage, needs or preferences – can enjoy outdoor play. Inclusive play does not mean that every element of play is accessible to every child. It means incorporating a diversity of elements – ground level and elevated, physically challenging as well as sensory, imaginative, cognitive, and social – so that the combination of experience is rewarding for each child.



### **Zone 2 – NVSD, WPAC & CNV Funding**

The removal of the wooden border and installation of the PIP surface will allow for the seamless extension of the play area to encompass the existing aboriginal welcome pole and bench seating. This will expand the play area improving circulation and allow for the potential addition of physical literacy pathways that span both surfaces.



### **Zone 3**

The grass slope adjacent the play area border will be seamlessly integrated to the play area with an embedded concrete border and PIP surfacing eliminating a tripping hazard presented by the raised wood. Future PAC funding could further animate this space with provisions for outdoor learning and additional play elements.



#### **Zone 4 - NVSD, WPAC & CNV Funding**

The combination of all funding sources would allow for the complete elimination of the raised wooden border and barrier free transition to PIP surfacing. This effectively doubles the inclusive play area and could allow for animation of the hardscape with physical literacy elements that span both surfaces. Two new benches will be added to the hardscape.



# **CNV Criteria for Application for School Playground Funding**

## **1) Playground design to increase physical literacy**

### ***i) How will the proposed project improve the existing play area?***

The proposed design and enhancements that would be achieved through the various funding sources will completely transform the play space for Westview Elementary students and the local community. The accessibility to the existing playground excludes most individuals with mobility challenges due to the EWF surfacing. Additionally, the EWF surfacing requires a raised border which is a physical barrier and impediment to disabled staff, students and community members. The existing play equipment does not offer any universally accessible components and lacks diversity to support inclusive play options. The proposed design offers barrier free access onto PIP surfacing that will allow everyone, regardless of ability or age to participate, create together and access a diversity of new and existing equipment.

### ***ii) How will the proposed playground engage free play and promote healthy gross-motor development, strength and competence, while also connecting to nature?***

The new design compliments the existing play equipment by further diversifying the variety of play options available to users. The enhancements will presents multiple challenges for users to develop gross motor skills, strength, competence and progression. The fully accessible PIP surfacing provides a barrier free connection to the surrounding hardscape effectively doubling the play area. The increased play area will provide greater space for users to socialize, interact, share and engage in creative and imaginative free play. The surfacing upgrade will also promote a free flow of movement and connection between the natural grass slope to the playfield and adjacent trees. The grass slope provides a future development option for outdoor learning and play.

### ***iii) How does the proposed playground improvements plan for a variety of sensory experiences as well as quiet, calm spaces to retreat?***

The design has created “cozy” spaces that allow for the users still engage within the play space but also have a place to retreat to observe their peers. There are a number of sensory components including touch panels, tactile surfaces and music options constructed with a broad colour palate.

### ***iv) Has the use of natural materials been considered and/or proposed?***

The focus of the design has been on maximizing accessibility and inclusive play and the success of which is ultimately contingent upon surfacing. The PIP surfacing planned for this project is extremely expensive and constitutes a significant portion of the funding. However, the design provides a balance between new surfacing and new universally accessible equipment which compliments existing equipment, while removing barriers and providing for the free flow of movement to the adjacent natural features on the site. Flat top boulder seating has been included in the scope for placement on the western border of the play space to compliment new bench seating.

***v) How will the proposed project create elements for children to practice motor planning and body coordination skills?***

The proposed design provides equipment that compliments the existing play structure allowing for an increased range of activities supporting a broader natural progression of motor planning and body coordination skills.

***vi) How will the proposed project encourage social, creative, adventurous play and learning?***

We have created areas within the design that promote and encourage individual play along with areas to learn, to share and interact with peers. We have incorporated music, games and thoughtful design that will encourage users to be creative and imaginative in their play. Stakeholders will be working on finalizing details that will see embedded design in the PIP surfacing to support adventurous play and physical literacy.

## **2) Community accessibility and use of the playground**

***i) How will the proposed playground enhancement serve the surrounding neighbourhood residents, improve livability, health, safety, and complement existing services in the neighbourhood? How will it meet the neighbourhood's needs?***

Westview Elementary school serves as hub for the local community. The existing play ground lacks the diversity and accessibility needed to support the current student population and broader community. The proposed project will transform the current play ground into a universally accessible, inclusive, diverse space supporting a spectrum of users regardless of their age or abilities. We have expanded the play area allowing for free flowing exploration and access for the elderly or mobility challenged to interact with their loved ones everywhere within the space. The school and surrounding community currently does not offer a universally accessible play space. Enhancing the Westview playground will create a universally accessible destination for students, the local community and other North Vancouver residents and families.

***ii) How will this enhancement remove barriers to meet accessibility and inclusive standards for all ages and abilities?***

As previously mentioned, the proposed design removes barriers and creates an at grade play space that has a surface of PIP rubber allowing everyone access to play, interact, socialise and have fun regardless of age or abilities.

***iii) Does the project plan consider various conditions and comforts such design for heat and weather protection, access to drinking water (if possible), etc.?***

The design does have areas under the new play structure decks that allow for users to shelter from the sun or rain as well as a small shade on a portion of the upper structure. Unfortunately, the relatively

small budget will not allow for the expense of installing an outdoor water fountain. During the school hours, students have access water and washroom facilities.

***iv) Does the playground link with the existing sidewalk, greenways or walking path network, and facilitate active transportation on site (e.g. bicycle parking, walking paths, etc.)?***

The new design removes existing barrier between the play ground and surrounding hardscape linking to CNV sidewalks. The school can be accessed through sidewalks, local trails and is close proximity to Larson Park, Mahon Park and Mosquito Creek. Several bikes rack already exists at Westview Elementary directly adjacent the playground.

***v) How will the playground design consider the needs of a diversity of residents and multigenerational community?***

The proposed design includes several elements that support a diverse, multigenerational community. This would include the barrier free surface upgrade to PIP, musical elements, sensory panels and new seating areas to compliment the seven existing benches surrounding the play area perimeter.

***vi) Will the project include appropriate spaces that provide opportunities for connection, community gatherings, outdoor classrooms and seating?***

Existing benches and new additional benches will provide seating around the entire circumference giving many options for observation, rest and connection. The removal of surface barriers will allow for the play space to potentially integrate into the future development opportunities for outdoor learning.

**3) Project sustainability, feasibility, and inclusive process**

***i) How will the proposed project contribute to restoration or preservation of the natural environment?***

The new design focuses on enhancing the existing the playground. Utilizing the current footprint will help in preserving the limited natural environment on the school site.

***ii) How have the; School District, Parent Advisory Council, community/neighbourhood, school staff and students and other partners been involved in the project?***

The BC Ministry of Education is committed to providing universally accessible play spaces at elementary schools across the province and established the PEP program which is providing the base funding of \$125,000 for this upgrade. The NVSD invited proposals for the design, supply and installation of a new multi use play space for Westview that is universal in design, and can be used by as many children as possible without special adaptations or modifications. Proponents were encouraged to creatively use the space identified for development to complement and potentially integrate with the existing play equipment. Proposals were expected to fully maximize the entire budget to create imaginative and exciting play experiences for a diverse population of learners and community members. The proposals provided two designs, a base design to expend the Ministry PEP funding and optional design to demonstrate the additional enhancements that could be funded by a CNV grant.

The NVSD formed an evaluation committee consisting of Westview Elementary Administration, Westview PAC representative, a parent of a disabled student, NVSD Occupational Therapist, Procurement and Facilities. Members of the committee have extensive experience working with our special needs and mobility challenged children. The NVSD received five proposals. The committee evaluated the submissions and decided to partner with Swing Time Distributors Ltd. The final design will ultimately be contingent on the commitment of additional funding provided by the CNV. When the total funding envelope is solidified, there will be additional opportunities for stakeholder engagement in finalizing colour selections and creating the embedded designs into the PIP surfacing. Should funding from the CNV not be achieved, the project scope will be reduced to focus on Zone 1A and 1B.

***iii) What resources and funds have been secured to implement and fund the project? (e.g. availability of PAC school contingency funds, etc.). Include a project budget complete with the funds request to the City of North Vancouver.***

Please reference Swing Time Zone 1A, 1B & 1C pdf attachments for detailed project scope and costing.

Zone 1A - \$124,973.66 (Committed by the Ministry of Education PEP Fund of \$125,000)

Zone 1B - \$89,102.64 (Committed by the NVSD \$77,102.64 and WPAC \$12,000)

**Zone 1C - \$74,977.82 (Funding Requested from the City of North Vancouver)**

Total Project Budget: \$289,054.12

**City of North Vancouver  
COUNCIL POLICY**

**Policy Name**            **Appropriation Policy for  
Public Elementary School Playground Enhancements  
through the Civic Amenity Reserve Fund**

**Policy Number**        **F16**

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**POLICY**

A Public Elementary School Playground Enhancement Project is publicly accessible to community residents outside of school hours and includes outdoor play equipment, play areas, landscape improvements, community gardens, and other similar enhancements on elementary school property. The City will consider appropriating funding from the Civic Amenity Reserve Fund for such projects in accordance with this policy.

**City Contribution to Public Elementary School Playground Enhancement Projects**

- 1) The maximum contribution from the City's Civic Amenity Reserve Fund to a Public Elementary School Playground Enhancement Project is 50% of the capital cost of the project. In extraordinary circumstances, the City may consider increasing the contribution to greater than 50% based upon local park deficiency, community need, and a community's limited ability to raise additional funds.
- 2) In a ten-year period the maximum Civic Amenity Reserve Fund contribution to Playground Enhancement Projects is up to \$75,000 for each public elementary school in City of North Vancouver.
- 3) In a ten-year period the maximum Civic Amenity Reserve Fund contribution to Playground Enhancement Projects for each public elementary school located in the District of North Vancouver, which is near to the City of North Vancouver boundary and at least 25% of student enrollment is City residents, is up to \$37,500 per school.
- 4) Sports field upgrades are not contemplated in this policy.

**Project and Application Eligibility**

Applications for the Public Elementary School Playground Enhancement Projects from the Civic Amenity Reserve Fund must meet the following eligibility requirements.

- 1) Playground Enhancement Projects must be located on North Vancouver School District #44 (NVSD #44) lands and/or other public lands adjacent to a school site, with the consent of the owner (i.e. boulevards, City lands, Provincial lands).

- 2) Applications can be submitted by an Elementary School, Parent Advisory Council, or other entity.
- 3) Playground Enhancement Projects must be endorsed by (NVSD #44) and be supported by a Master Joint Use Agreement with the City of North Vancouver and a Specific Joint Use Agreement that outlines NVSD #44 responsibility for:
  - a) the installation and maintenance of all playground enhancements,
  - b) the provision of liability insurance, and
  - c) the installation of permanent signage that recognizes the funding partners.
- 4) Playgrounds at public elementary schools located in the City of North Vancouver are eligible for funding. These schools include Larson Elementary School, Westview Elementary School, Queen Mary Elementary School, Ridgeway Elementary School, and Queensbury Elementary School.

In addition, playgrounds at public elementary schools located in the District of North Vancouver, which are near to the City of North Vancouver boundary and at least 25% of student enrollment is City residents, are eligible for funding. These schools include Boundary Elementary School, Eastview Elementary School, and Brooksbank Elementary School.

## **REASON FOR POLICY**

This policy establishes the criteria and process to guide the City’s contributions from the Civic Amenity Reserve Fund for outdoor playground enhancements at public elementary schools.

## **AUTHORITY TO ACT**

The Civic Amenity Reserve Fund Bylaw (Bylaw 6967) and the Density Bonus and Community Benefits Policy establish that funds from the Civic Amenity Reserve Fund can be used to provide City-serving amenities including park and open space improvements.

Public school playgrounds provide an amenity to the community when joint use agreements between the School District and City are in place to allow for general community use of the playgrounds.

<b>Approval date:</b>	March 8, 1999	<b>Approved by:</b>	Council
<b>Amended date:</b>	May 26, 2003		Council
<b>Amended date:</b>			

**Staff Procedures for Administering the  
Appropriation Policy for Public Elementary School Playground  
Enhancements through the Civic Amenity Reserve Fund  
(Policy Number F16)**



## PROCEDURE

The procedure and City involvement in Public Elementary School Playground Enhancement Project applications includes the following:

Pre-Application	Applicant develops the project concept and secures School District endorsement. Applicant reviews the project concept with City staff.
Application	Application for Public Elementary School Playground Enhancement Project funding is submitted to City for review.
Staff Review	Engineering, Parks and Environment Department coordinates the application process and review with evaluation support from Community and Partner Engagement Department; Planning and Development; and Finance Department.
Council consideration	Staff brings the application to Council to consider Civic Amenity Reserve Fund appropriation.
Project implementation	Project is constructed by the applicant and a project report is submitted to City staff.

## CRITERIA

### Project and Application Evaluation Criteria

In addition to confirmation of meeting the eligibility criteria in the Appropriation Policy for Public Elementary School Playground Enhancements through the Civic Amenity Reserve Fund, the City will evaluate applications for Playground Enhancement Project funding according to the following criteria:

#### 1) Community accessibility and use of the playground

- How will the proposed playground enhancement serve the surrounding neighbourhood residents, improve livability, health, safety, and complement existing services in the neighbourhood? How will it meet the neighbourhood's needs?
- Will the project enhance services to a diversity of residents with varied needs?

- How will this enhancement remove barriers to meet accessibility and inclusive standards for all ages and abilities?
- Does the project plan consider various conditions and comforts such design for heat and weather protection, access to drinking water (if possible), etc.?
- Does the playground link with the existing active transportation network and infrastructure, and facilitate active transportation on site (e.g. bicycle parking, walking paths, etc.)?
- Will the playground design consider the needs of a multigenerational community?
- Will the project include appropriate spaces that provide opportunities for connection, community gatherings, outdoor classrooms and accommodate seating?

## **2) Playground design to increase physical literacy**

- How will the proposed project improve the existing play area?
- How will the proposed playground engage free play and promote healthy gross-motor development, strength and competence, while also connecting to nature?
- Does the proposed playground plan for a variety of sensory experiences as well as quiet, calm spaces to retreat?
- Has the use of natural materials been considered and/or proposed?
- Will the proposed project create design elements for children to practice motor planning and body coordination skills?
- How will the proposed project encourage social, creative, adventurous play and learning?

## **3) Project sustainability, feasibility, and inclusive process**

- How will the proposed project contribute to restoration or preservation of the natural environment?
- How have the School District, School, Parent Advisory Council, community/neighbourhood and other partners been involved in the project?
- How developed, realistic and sustainable is the project in terms of resources and funds to implement and fund it? (e.g. availability of PAC school contingency funds, etc.)

**Date:** October 7, 2019