



**AGENDA FOR THE REGULAR MEETING OF COUNCIL,  
HELD ELECTRONICALLY FROM CITY HALL,  
141 WEST 14<sup>TH</sup> STREET, NORTH VANCOUVER, BC, ON  
MONDAY, FEBRUARY 8, 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, February 8, 2021

**ADOPTION OF MINUTES**

2. Regular Council Meeting Minutes, February 1, 2021

**PUBLIC INPUT PERIOD**

**CONSENT AGENDA**

Items \*3, \*4 and \*5 are listed in the Consent Agenda and may be considered separately or in one motion.

**BYLAWS – ADOPTION**

- \*3. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2020, No. 8793”  
(Mehrdad Rahbar / Vernacular Design, 1740 Bewicke Avenue, RS-2)
- \*4. “Street and Traffic Bylaw, 1991, No. 6234, Amendment Bylaw, 2021, No. 8815”  
(Mobility Lanes, Skateboarding, Pay Parking and E-Bike Share Permit GST)
- \*5. “Bylaw Notice Enforcement Bylaw, 2018, No. 8675, Amendment Bylaw, 2021, No. 8816” (Street and Traffic Bylaw – Updates to Fines)
6. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2018, No. 8618”  
(Urban Systems / IMH 151 E Keith Apartments Ltd., 151 East Keith Road, CD-702)
7. “Housing Agreement Bylaw, 2018, No. 8622” (Urban Systems / IMH 151 E Keith Apartments Ltd., 151 East Keith Road, CD-702, Rental Housing Commitments)

**REPORT**

8. Rezoning Application: 145-153 East 4<sup>th</sup> Street (Barry Savage / Integra Architecture Inc.)

## **BYLAW – FIRST AND SECOND READINGS**

9. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8817”  
(Barry Savage / Integra Architecture Inc., 145-153 East 4<sup>th</sup> Street, CD-732)

## **PRESENTATIONS**

Council’s Strategic Plan Progress Report – Director, Strategic and Corporate Services

2021 Draft Operating Plan – Director, Finance

## **REPORT**

10. Draft 2021 Operating Plan

## **NOTICE OF MOTION**

11. Adopt a Street, Path or Trail Program in the City of North Vancouver  
– Councillor Bell

## **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)(k) [municipal service] and 90(2)(b) [contract negotiations].

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

## **ADJOURN**

## **CALL TO ORDER**

## **APPROVAL OF AGENDA**

1. Regular Council Meeting Agenda, February 8, 2021

## **ADOPTION OF MINUTES**

2. Regular Council Meeting Minutes, February 1, 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”.

## **CONSENT AGENDA**

Items \*3, \*4 and \*5 are listed in the Consent Agenda and may be considered separately or in one motion.

### **RECOMMENDATION:**

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

## **START OF CONSENT AGENDA**

### **BYLAWS – ADOPTION**

- \*3. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2020, No. 8793”  
(Mehrdad Rahbar / Vernacular Design, 1740 Bewicke Avenue, RS-2)

### **RECOMMENDATION:**

THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2020, No. 8793”  
(Mehrdad Rahbar / Vernacular Design, 1740 Bewicke Avenue, RS-2) be  
adopted, signed by the Mayor and Corporate Officer and affixed with the  
corporate seal.

- \*4. “Street and Traffic Bylaw, 1991, No. 6234, Amendment Bylaw, 2021, No. 8815”  
(Mobility Lanes, Skateboarding, Pay Parking and E-Bike Share Permit GST)

### **RECOMMENDATION:**

THAT “Street and Traffic Bylaw, 1991, No. 6234, Amendment Bylaw, 2021,  
No. 8815” (Mobility Lanes, Skateboarding, Pay Parking and E-Bike Share Permit  
GST) be adopted, signed by the Mayor and Corporate Officer and affixed with  
the corporate seal.

- \*5. “Bylaw Notice Enforcement Bylaw, 2018, No. 8675, Amendment Bylaw, 2021,  
No. 8816” (Street and Traffic Bylaw – Updates to Fines)

### **RECOMMENDATION:**

THAT “Bylaw Notice Enforcement Bylaw, 2018, No. 8675, Amendment Bylaw,  
2021, No. 8816” (Street and Traffic Bylaw – Updates to Fines) be adopted,  
signed by the Mayor and Corporate Officer and affixed with the corporate seal.

## **END OF CONSENT AGENDA**



## **BYLAWS – ADOPTION**

6. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2018, No. 8618”  
(Urban Systems / IMH 151 E Keith Apartments Ltd., 151 East Keith Road, CD-702)

### **RECOMMENDATION:**

THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2018, No. 8618”  
(Urban Systems / IMH 151 E Keith Apartments Ltd., 151 East Keith Road,  
CD-702) be adopted, signed by the Mayor and Corporate Officer and affixed with  
the corporate seal.

7. “Housing Agreement Bylaw, 2018, No. 8622” (Urban Systems / IMH 151 E Keith  
Apartments Ltd., 151 East Keith Road, CD-702, Rental Housing Commitments)

### **RECOMMENDATION:**

THAT “Housing Agreement Bylaw, 2018, No. 8622” (Urban Systems / IMH 151 E  
Keith Apartments Ltd., 151 East Keith Road, CD-702, Rental Housing  
Commitments) be adopted, signed by the Mayor and Corporate Officer and  
affixed with the corporate seal.

## **REPORT**

8. Rezoning Application: 145-153 East 4<sup>th</sup> Street (Barry Savage / Integra  
Architecture Inc.) – File: 08-3400-20-0013/1

Report: Development Planner, January 27, 2021

### **RECOMMENDATION:**

PURSUANT to the report of the Development Planner, dated January 27, 2021,  
entitled “Rezoning Application: 145-153 East 4<sup>th</sup> Street (Barry Savage / Integra  
Architecture Inc.)”:

THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8817”  
(Barry Savage / Integra Architecture Inc., 145-153 East 4<sup>th</sup> Street, CD-732) be  
considered and referred to a Public Hearing;

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

THAT the community benefits listed in the report in the section “Density Bonus  
and Community Benefits” be secured, through agreements at the applicant’s  
expense and to the satisfaction of staff;

AND THAT the Mayor and Corporate Officer be authorized to sign the necessary  
documentation to give effect to this motion.

*Item 9 refers.*

## **BYLAW – FIRST AND SECOND READINGS**

9. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8817”  
(Barry Savage / Integra Architecture Inc., 145-153 East 4<sup>th</sup> Street, CD-732)

### **RECOMMENDATION:**

THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8817”  
(Barry Savage / Integra Architecture Inc., 145-153 East 4<sup>th</sup> Street, CD-732) be  
given first and second readings.

## **PRESENTATION**

Council's Strategic Plan Progress Report – Director, Strategic and Corporate  
Services

*Information Report, January 27, 2021 – “2018-2022 Council Strategic Plan –  
Progress Update to End of 2020”*

## **PRESENTATION**

2021 Draft Operating Plan – Director, Finance

*Item 10 refers.*

## **REPORT**

10. Draft 2021 Operating Plan – File: 05-1715-20-0001/2021

Report: Director, Finance, January 27, 2021

### **RECOMMENDATION:**

PURSUANT to the report of the Director, Finance, dated January 27, 2021,  
entitled “Draft 2021 Operating Plan”:

THAT Council provide input on the Draft 2021 Operating Plan (Operating Budget)  
that reflects a baseline tax rate increase of 3.98%, which includes 3.70% for the  
operating plan and 0.28% for requested new items;

AND THAT the Draft 2021 Operating Plan be adjusted on the basis of the  
feedback received and resubmitted to Council for approval.

## **NOTICE OF MOTION**

11. Adopt a Street, Path or Trail Program in the City of North Vancouver  
– File: 11-5380-08-0001/2021

Submitted by Councillor Bell

### **RECOMMENDATION:**

WHEREAS the City of North Vancouver has adopted a Strategic Plan with five priorities outlining how these can be achieved;

WHEREAS one of those five priorities is “A Vibrant City where dynamic public spaces and places provide opportunities for connection and enable residents to engage with their community and celebrate their culture and history”;

WHEREAS it is generally acknowledged that public health is enhanced by physical and social activities outdoors;

WHEREAS City streets, pathways and trails offer an opportunity for residents and businesses to connect and engage with their community and to contribute to a healthier and safer litter-free environment;

AND WHEREAS many other Lower Mainland communities have formal Volunteer Adopt-A-Street, Path or Trail Programs and have shown these programs to be supported by their community;

THEREFORE BE IT RESOLVED that staff be directed to consider the feasibility and costs of implementing a City of North Vancouver Volunteer Adopt-A-Street, Path or Trail Program for City residents and businesses and report back to Council.

*Background Information, January 26, 2021*

## **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)(k) [municipal service] and 90(2)(b) [contract negotiations].

## **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, FEBRUARY 1, 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  
C. Baird, Deputy Corporate Officer  
J. Peters, Assistant City Clerk  
H. Granger, City Solicitor  
B. Themens, Director, Finance  
M. Epp, Director, Planning and Development  
R. de St. Croix, Manager, Long Range and Community Planning  
A. Devlin, Manager, Transportation Planning  
Y. Zeng, Manager, Development Planning  
D. Johnson, Planner  
D. Pope, Director, Engineering, Parks and Environment  
R. Skene, Director, Community and Partner Engagement  
L. Orr, Deputy Director, Community and Partner Engagement

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

**APPROVAL OF AGENDA**

Moved by Councillor Girard, seconded by Councillor Bell

1. Regular Council Meeting Agenda, February 1, 2021

**CARRIED UNANIMOUSLY**

**ADOPTION OF MINUTES**

Moved by Councillor McIlroy, seconded by Councillor Back

2. Regular Council Meeting Minutes, January 25, 2021

**CARRIED UNANIMOUSLY**

**PROCLAMATIONS**

Mayor Buchanan declared the following proclamations:

Heart Month – February 2021

Black History Month – February 2021

## **PUBLIC INPUT PERIOD**

- Sheryl Rivers, 421 West 3<sup>rd</sup> Street, North Vancouver, spoke regarding Items 10 and 11 – Rezoning Application: 63 Mahon Avenue and Zoning Bylaw 1995, No. 6700, Amendment Bylaw, 2021, No. 8819.
- Judith Brook, resident of Lynn Valley, North Vancouver, spoke regarding Items 10 and 11 – Rezoning Application: 63 Mahon Avenue and Zoning Bylaw 1995, No. 6700, Amendment Bylaw, 2021, No. 8819.
- Peter Edmunds, 201-101 West 16<sup>th</sup> Street, North Vancouver, spoke regarding Items 10 and 11 – Rezoning Application: 63 Mahon Avenue and Zoning Bylaw 1995, No. 6700, Amendment Bylaw, 2021, No. 8819.
- Casey Spreeuw, 306-267 West Esplanade, North Vancouver, spoke regarding Items 10 and 11 – Rezoning Application: 63 Mahon Avenue and Zoning Bylaw 1995, No. 6700, Amendment Bylaw, 2021, No. 8819.
- Laurie Parkinson, 634 East 4<sup>th</sup> Street, North Vancouver, spoke regarding Items 10 and 11 – Rezoning Application: 63 Mahon Avenue and Zoning Bylaw 1995, No. 6700, Amendment Bylaw, 2021, No. 8819.

## **BYLAWS – ADOPTION**

3. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2020, No. 8798” (First Capital (200 West Esplanade) Corporation / Rafii Architects Inc., 200 West Esplanade, CD-729)

Moved by Councillor McIlroy, seconded by Councillor Valente

THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2020, No. 8798” (First Capital (200 West Esplanade) Corporation / Rafii Architects Inc., 200 West Esplanade, CD-729) be adopted, signed by the Mayor and Corporate Officer and affixed with the corporate seal.

**CARRIED**

Councillor Bell is recorded as voting contrary to the motion.

4. “Housing Agreement Bylaw, 2020, No. 8799” (First Capital (200 West Esplanade) Corporation, 200 West Esplanade, CD-729, Rental Housing Commitments)

Moved by Councillor McIlroy, seconded by Councillor Valente

THAT “Housing Agreement Bylaw, 2020, No. 8799” (First Capital (200 West Esplanade) Corporation, 200 West Esplanade, CD-729, Rental Housing Commitments) be adopted, signed by the Mayor and Corporate Officer and affixed with the corporate seal.

**CARRIED**

Councillor Bell is recorded as voting contrary to the motion.

## **REPORTS**

5. 2021 Census Update – File: 13-6600-02-0001/2021

Report: Manager, Long Range and Community Planning, January 20, 2021

Moved by Councillor Bell seconded by Councillor Back

PURSUANT to the report of the Manager, Long Range and Community Planning, dated January 20, 2021, entitled “2021 Census Update”:

THAT Council support the 2021 Census and encourage all residents to complete their census questionnaires online at [www.census.gc.ca](http://www.census.gc.ca) to help ensure accurate and complete census data to support community programs and services.

**CARRIED UNANIMOUSLY**

6. Street and Traffic Bylaw Updates – Mobility Lanes, Skateboarding, Pay Parking and E-Bike Share Permit GST – File: 16-8330-01-0001/2020

Report: Transportation Planning Assistant, January 20, 2021

Moved by Councillor Valente, seconded by Councillor McIlroy

PURSUANT to the report of the Transportation Planning Assistant, dated January 20, 2021, entitled “Street and Traffic Bylaw Updates – Mobility Lanes, Skateboarding, Pay Parking and E-Bike Share Permit GST”:

THAT the following bylaws be considered:

- “Street and Traffic Bylaw, 1991, No. 6234, Amendment Bylaw, 2021, No. 8815” (Mobility Lanes, Skateboarding, Pay Parking and E-Bike Share Permit GST); and
- “Bylaw Notice Enforcement Bylaw, 2018, No. 8675, Amendment Bylaw, 2021, No. 8816” (Street and Traffic Bylaw – Updates to Fines).

**CARRIED UNANIMOUSLY**

## **BYLAWS – FIRST, SECOND AND THIRD READINGS**

7. “Street and Traffic Bylaw, 1991, No. 6234, Amendment Bylaw, 2021, No. 8815” (Mobility Lanes, Skateboarding, Pay Parking and E-Bike Share Permit GST)

Moved by Councillor Valente, seconded by Councillor McIlroy

THAT “Street and Traffic Bylaw, 1991, No. 6234, Amendment Bylaw, 2021, No. 8815” (Mobility Lanes, Skateboarding, Pay Parking and E-Bike Share Permit GST) be given first and second readings.

**CARRIED UNANIMOUSLY**

## **BYLAWS – FIRST, SECOND AND THIRD READINGS – Continued**

7. “Street and Traffic Bylaw, 1991, No. 6234, Amendment Bylaw, 2021, No. 8815” (Mobility Lanes, Skateboarding, Pay Parking and E-Bike Share Permit GST) – Continued

Moved by Councillor Valente, seconded by Councillor McIlroy

THAT “Street and Traffic Bylaw, 1991, No. 6234, Amendment Bylaw, 2021, No. 8815” (Mobility Lanes, Skateboarding, Pay Parking and E-Bike Share Permit GST) be given third reading.

**CARRIED UNANIMOUSLY**

8. “Bylaw Notice Enforcement Bylaw, 2018, No. 8675, Amendment Bylaw, 2021, No. 8816” (Street and Traffic Bylaw – Updates to Fines)

Moved by Councillor Valente, seconded by Councillor McIlroy

THAT “Bylaw Notice Enforcement Bylaw, 2018, No. 8675, Amendment Bylaw, 2021, No. 8816” (Street and Traffic Bylaw – Updates to Fines) be given first and second readings.

**CARRIED UNANIMOUSLY**

Moved by Councillor Valente, seconded by Councillor McIlroy

THAT “Bylaw Notice Enforcement Bylaw, 2018, No. 8675, Amendment Bylaw, 2021, No. 8816” (Street and Traffic Bylaw – Updates to Fines) be given third reading.

**CARRIED UNANIMOUSLY**

## **REPORTS**

9. Lower Lonsdale Business Improvement Area Bylaw Renewal Process  
– File: 13-6750-25-0001/1

Report: Deputy Director, Community and Partner Engagement, January 20, 2021

Moved by Councillor McIlroy, seconded by Councillor Back

PURSUANT to the report of the Deputy Director, Community and Partner Engagement, dated January 20, 2021, entitled “Lower Lonsdale Business Improvement Area Bylaw Renewal Process”:

THAT staff be directed to initiate the petition process, “Council Initiative Subject to Petition Against”, at the appropriate time, in accordance with Section 213 of the *Community Charter*, for renewal of the Lower Lonsdale Business Improvement Area for an 8-year term (2022–2030) with an annual budget of \$500,000.

**CARRIED UNANIMOUSLY**



## **REPORTS – Continued**

10. Rezoning Application: 63 Mahon Avenue (Brad Lamoureux / Lamoureux Architect Incorporated – File: 08-3400-20-0031/1

Report: Development Planner, January 21, 2021

Moved by Councillor Girard, seconded by Councillor McIlroy

PURSUANT to the report of the Development Planner, dated January 21, 2021, entitled “Rezoning Application: 63 Mahon Avenue (Brad Lamoureux / Lamoureux Architect Incorporated)”:

THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8819” (Brad Lamoureux / Lamoureux Architect Incorporated, 63 Mahon Avenue, CD-684 Text Amendment) be considered and referred to a Public Hearing;

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

AND THAT the community benefits listed in the report in the section “Community Benefits” be secured, through agreements at the applicant’s expense and to the satisfaction of staff.

**CARRIED**

Councillor Back is recorded as voting contrary to the motion.

## **BYLAW – FIRST AND SECOND READINGS**

11. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8819” (Brad Lamoureux / Lamoureux Architect Incorporated, 63 Mahon Avenue, CD-684 Text Amendment)

Moved by Councillor Girard, seconded by Councillor McIlroy

THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8819” (Brad Lamoureux / Lamoureux Architect Incorporated, 63 Mahon Avenue, CD-684 Text Amendment) be given first and second readings.

**CARRIED**

Councillor Back is recorded as voting contrary to the motion.

## **COUNCIL INQUIRIES / REPORTS**

Nil.

## **NEW ITEMS OF BUSINESS**

Nil.

## **NOTICES OF MOTION**

Nil.

## **ADJOURN**

Moved by Councillor Back, seconded by Councillor Girard

THAT the meeting adjourn.

**CARRIED UNANIMOUSLY**

The meeting adjourned at 7:09 pm.

*“Certified Correct by the Corporate Officer”*

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CORPORATE OFFICER

**THE CORPORATION OF THE CITY OF NORTH VANCOUVER**

**BYLAW NO. 8793**

**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. 8793” (Mehrdad Rahbar / Vernacular Design, 1740 Bewicke Avenue, RS-2).**
2. Division VI: Zoning Map of Document “A” of “Zoning Bylaw, 1995, No. 6700” is hereby amended by reclassifying the following lots as henceforth being transferred, added to and forming part of RS-2 (One-Unit Residential 2 Zone):

<b>Lots</b>	<b>Block</b>	<b>D.L.</b>	<b>Plan</b>	
10 of Lot A	24	547	1148	from RS-1

READ a first time on the 5<sup>th</sup> day of October, 2020.

READ a second time on the 5<sup>th</sup> day of October, 2020.

RECEIVED APPROVAL FROM THE  
MINISTRY OF TRANSPORTATION ON THE  
29<sup>TH</sup> DAY OF OCTOBER, 2020.

READ a third time on the 26<sup>th</sup> day of October, 2020.

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

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MAYOR

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CORPORATE OFFICER

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# THE CORPORATION OF THE CITY OF NORTH VANCOUVER

## BYLAW NO. 8815

### A Bylaw to amend “Street and Traffic Bylaw, 1991, No. 6234”

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 “**Street and Traffic Bylaw, 1991, No. 6234, Amendment Bylaw, 2021, No. 8815**” (Mobility Lanes, Skateboarding, Pay Parking and E-Bike Share Permit GST).
2. “Street and Traffic Bylaw, 1991, No. 6234” is amended as follows:

- A. By adding the following definitions in Section 302:

“Mobility Lane” means any portion of a Roadway or path which is separated from motor vehicle traffic by a demarcated buffer that may include, but is not limited to paint, curb, planter, landscaping, parking, bollards, or similar measures, and is designated by the City Engineer for use by persons on Cycles, Skateboards, Roller Skates, or non-motorized push/kick scooters.

“Pedestrian” means (a) a person on foot, (b) a person using a human powered wheelchair, (c) a person using a regulated motorized wheelchair or motorized mobility aid device, or (d) a child in a stroller.

- B. By replacing the following definitions in Section 302 with the following:

“Cycle” means a device having any number of wheels that is propelled by human power and on which a person may ride and includes a Motor Assisted Cycle or E-Bike, but does not include a human-powered wheelchair, a regulated motorized wheelchair or mobility aid device, Skateboard, Roller Skates, or non-motorized push/kick scooter.

- C. By deleting subsection 408.2:

“.2 No person shall propel, coast, ride or in any other way use roller skates or a skateboard on any portion of the Roadways described in Schedule I unless the street has been closed to traffic.”

and replacing with the following:

“.2 No person shall propel, coast, ride or in any other way use Roller Skates or a Skateboard on (a) any portion of the Roadways described in Schedule I, unless being used in a designated Mobility Lane, (b) on a portion of the Roadway that has been closed to motor-vehicle traffic, or (c) a portion of the Roadway designated for its use by the City Engineer.”

D. By deleting subsection 408.4:

“4 Notwithstanding Section 408.2, no person shall propel, coast, ride or in any other way use Roller Skates or a Skateboard on any portion of the following streets, including the roadway and sidewalk, public open spaces, plazas, or other City properties:

- (a) Lonsdale Avenue from 25<sup>th</sup> Street (Upper Levels Highway) to Carrie Cates Court
- (b) Esplanade from Forbes Avenue to St George’s Avenue
- (c) Marine Drive from Bewicke Avenue to Mackay Road
- (d) 13<sup>th</sup> Street from Lonsdale Avenue to St George’s Avenue
- (e) 15<sup>th</sup> Street from St George’s Avenue to Chesterfield Avenue
- (f) 14<sup>th</sup> Street Civic Plaza
- (g) 19<sup>th</sup> Street between Moody Avenue and Ridgeway Avenue
- (h) St. Roch Dock
- (i) Burrard Dry Dock Pier
- (j) Goldsworthy Pier
- (k) Roger’s Plaza”

and replacing with the following:

“4 Notwithstanding Section 408.2, no person shall propel, coast, ride or in any other way use Roller Skates or a Skateboard on any portion of the following public open spaces, plazas, or other City properties:

- (a) 14<sup>th</sup> Street Civic Plaza
- (b) St. Roch Dock
- (c) Burrard Dry Dock Pier
- (d) Goldsworthy Pier
- (e) Roger’s Plaza
- (f) Shipyard Commons
- (g) Shipbuilders Square”

E. By adding the following subsection to Section 501:

“.26 on any portion of a street that is designated as a Mobility Lane.”

F. By deleting subsection 1304.2:

“.2 It shall be an offence under this Bylaw to fail to purchase a ticket or coupon or fail to display a valid coupon or ticket in the manner described in Section 1303.3, while the vehicle is so parked.”

and replacing with the following:

“.2 It shall be an offence under this Bylaw to fail to register the plate of any parked vehicle in City owned pay parking lots or on street Parking Space via smartphone applications or Parking Meter posted in or near to these facilities.”

G. By deleting subsection 1304.3 in its entirety:

“.3 It shall be an offence under this Bylaw to display an invalid coupon or ticket or any counterfeit or substitute thereof.”

H. By deleting Section 1306:

“No person shall deface, injure, tamper with, open or willfully break, destroy or impair the usefulness of any parking meter installed under the terms of this Bylaw.”

and replacing with the following:

“No person shall deface, injure, tamper with, open or willfully break, destroy or impair the usefulness of any Parking Meter installed under the terms of this Bylaw.”

I. In Schedule “F” – Fees, in the row entitled “E-Bike Share Permit – Permit for Shared E-Bikes” under “Occupancy Fee”, by deleting the text “\$40 per E-Bike deployed” and replacing with “\$40 + GST per E-Bike deployed”.

J. By replacing the title of “Schedule I – Roadways Upon Which the Use of Skateboards and Roller Skates is Restricted” with “Schedule I – Roadways Upon Which the Use of Skateboards and Roller Skates is Restricted Unless in a Mobility Lane”.

READ a first time on the 1<sup>st</sup> day of February, 2021.

READ a second time on the 1<sup>st</sup> day of February, 2021.

READ a third time on the 1<sup>st</sup> day of February, 2021.

ADOPTED on the <> day of <>, 2021.

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MAYOR

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CORPORATE OFFICER

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THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 8816

**A Bylaw to amend “Bylaw Notice Enforcement Bylaw, 2018, No. 8675”**

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 **“Bylaw Notice Enforcement Bylaw, 2018, No. 8675, Amendment Bylaw, 2021, No. 8816” (Street and Traffic Bylaw – Updates to Fines)**.
2. “Bylaw Notice Enforcement Bylaw, 2018, No. 8675” is amended as follows:

A. By adding the following sections to Schedule A:

Bylaw	Description	Section	A1 Compliance Agreement Available	A2 Penalty	A3 Early Payment Penalty	A4 Late Payment Penalty	A5 Compliance Agreement Discount
Street & Traffic Bylaw No. 6234	Impeding Traffic in a Mobility Lane	501.26	No	\$200	\$180	\$250	N/A

READ a first time on the 1<sup>st</sup> day of February,  
2021.

READ a second time on the 1<sup>st</sup> day of February,  
2021.

READ a third time on the 1<sup>st</sup> day of February,  
2021.

ADOPTED on the <> day of <>, 2021.

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# THE CORPORATION OF THE CITY OF NORTH VANCOUVER

## BYLAW NO. 8618

### 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, 2018, No. 8618**” (Urban Systems / IMH 151 E Keith Apartments Ltd., 151 East Keith Road, CD-702).
2. Division VI: Zoning Map of Document “A” of “Zoning Bylaw, 1995, No. 6700” is hereby amended by reclassifying the following lots as henceforth being transferred, added to and forming part of CD-702 (Comprehensive Development 702 Zone):

Lot	Block	D.L.	Plan	
B	114	274	15049	from RH-1

3. Part 11 of Division V: Comprehensive Development Regulations of Document “A” of “Zoning Bylaw, 1995, No. 6700” is hereby amended by:

- A. Adding the following section to Section 1100, thereof, after the designation “CD-701 Comprehensive Development 701 Zone”:

“CD-702 Comprehensive Development 702 Zone”

- B. Adding the following to Section 1101, thereof, after the “CD-701 Comprehensive Development 701 Zone”:

“CD-702 Comprehensive Development 702 Zone”

In the CD-702 Zone, permitted Uses, regulations for permitted Uses, regulations for the size, shape and siting of Buildings and Structures and required Off-Street Parking shall be as in the RH-1 Zone, except that:

- (1) The permitted Principal Use on the Lot shall be limited to:

- (a) Rental Apartment Residential Use:

- i. Accessory Home Occupation Use subject to section 507(5), (6) and (7) of this bylaw;
- ii. Accessory Off-Street Parking Use;
- iii. Accessory Home Office Use;

- (2) Three Principal Buildings shall be permitted on one Lot;

- (3) Gross Floor Area

The maximum Gross Floor Area may be increased upon entering into a Housing Agreement with the City from a base density of 2.3 FSR to a maximum of 3.17 FSR as follows:

BASE DENSITY			
OCP Schedule 'A'		2.30 FSR	
ADDITIONAL (BONUS) DENSITY			
ADDITIONAL DENSITY CATEGORY	DESCRIPTION	ADDITIONAL DENSITY (BONUS)	POLICY REFERENCE
100% Rental Housing	Secured rental apartment building (all units)	0.88 FSR	OCP Section 2.2
<b>TOTAL</b>		<b>3.17 FSR</b>	

Such that the total effective on-site Gross Floor Area is not to exceed 3.17 FSR;

- (4) The north west building shall be sited as follows:
  - (a) 3. metres (9.8 feet) from the west property line;
    - (i) Notwithstanding 4(a), the secondary stairway may extend closer to the west property line, but the setback shall not be less than 1.65 metres (5.41 feet);
  - (b) 2.4 metres (8.0 feet) from the north property line;
- (5) The south west building shall be sited as follows:
  - (a) 3.0 metres (9.8 feet) from the west property line;
  - (b) 1.6 metres (5.2 feet) from the south property line;
- (6) The fifteen (15) storey tower shall be sited as follows:
  - (a) 14 metres (45.9 feet) from the north property line;
  - (b) 8 metres (26.2 feet) from the east property line;
  - (c) 65 metres (19.7 feet) from the south property line;
  - (d) 29 metres (95.1 feet) from the west property line;
- (7) The minimum separation distance between the north west and the south west building shall be no less than 8 metres (26.2 feet).
- (8) Figure 9-2 shall be varied to permit a parking stall width of no less than 2.4 metres (8.0 feet);
- (9) Section 906(3)(a)(i)(a) to permit a parking stall width to be no less than 2.4 metres (8.0 feet);

- (10) All exterior finished, design and landscaping to be approved by the Advisory Design Panel.

READ a first time on the 12<sup>th</sup> day of March, 2018.

READ a second time on the 12<sup>th</sup> day of March, 2018.

SECOND READING RESCINDED on the 13<sup>th</sup> day of May, 2019.

READ a second time, as amended, on the 13<sup>th</sup> day of May, 2019.

READ a third time on the 17<sup>th</sup> day of June, 2019.

ADOPTED on the <> day of <>, 2021.

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MAYOR

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CORPORATE OFFICER

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THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 8622

**A Bylaw to enter into a Housing Agreement (151 East Keith Road)**

**WHEREAS** Section 483 of the *Local Government Act* R.S.B.C. 2015 c.1 permits a local government to enter into a housing agreement for rental housing;

**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 “**Housing Agreement Bylaw, 2018, No. 8622**” (Urban Systems / IMH 151 E Keith Apartments Ltd., 151 East Keith Road, CD-702, Rental Housing Commitments).
2. The Council hereby authorizes the agreement substantially in the form attached to this bylaw between The Corporation of the City of North Vancouver and IMH 151 E Keith Apartments LTD with respect to the lands referenced as 151 East Keith Road, “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2018, No. 8618” (Urban Systems / IMH 151 E Keith Apartments LTD, 151 East Keith Road, CD-702).
3. The Mayor and City Clerk are authorized to execute any documents required to give effect to the Housing Agreement.

READ a first time on the 12<sup>th</sup> day of March, 2018.

READ a second time on the 12<sup>th</sup> day of March, 2018.

SECOND READING RESCINDED on the 13<sup>th</sup> day of May, 2019.

READ a second time, as amended, on the 13<sup>th</sup> day of May, 2019.

READ a third time on the 17<sup>th</sup> day of June, 2019.

ADOPTED on the <> day of <>, 2021.

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MAYOR

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CORPORATE OFFICER

## TERMS OF INSTRUMENT – PART 2

### HOUSING AGREEMENT & SECTION 219 COVENANT - RENTAL BUILDING

#### WHEREAS:

- A. The Owner is the registered owner of the Lands;
- B. Section 219 of the *Land Title Act* (British Columbia) permits registration of a covenant in favour of a municipality in respect of the use of land or the use of a building on or to be erected on land, that land is or is not to be built on except in accordance with the covenant and that land is not to be subdivided except in accordance with the covenant;
- C. Section 483 of the *Local Government Act* (British Columbia) permits a local government to, by bylaw, enter into a housing agreement that may include terms and conditions regarding the occupancy of the housing units identified in the agreement, including respecting the form of tenure of the housing units, the availability of the housing units to classes of persons, the administration and management of the housing units and the rents and lease, sale or share prices that may be charged;
- D. The City has enacted a bylaw authorizing this Agreement; and
- E. The Owner and the City wish to enter into this Agreement pursuant to section 219 of the *Land Title Act* and section 483 of the *Local Government Act*.

**NOW THEREFORE** in consideration of the sum of \$10.00 now paid by the City to the Owner and for other good and valuable consideration (the receipt and sufficiency of which the Owner hereby acknowledges), the Owner and the City covenant each with the other as follows:

#### 1. INTERPRETATION

##### 1.1 Definitions

In this Agreement:

- (a) **“Affordable Rent”** means with respect to each Mid-Market Rental Unit a rent payment amount equal to 30% below the “Private Apartment Average Rents” for the corresponding bedroom type in the City of North Vancouver as published by Canada Mortgage and Housing Corporation on its Housing Market Information Portal, using the most recently available Canada Mortgage and Housing Corporation information at the time the applicable Tenancy Agreement is entered into.
- (b) **“Agreement”** means, together, Part 1 and these Terms, including schedules attached hereto.
- (c) **“Building”** means two separate buildings to be constructed on the Lands following the registration of this Agreement on the LTO (the **“New Buildings”**), to be comprised of:
  - i) a four storey building at the north west corner of the Lot, containing 31 studio units;



- ii) a four storey townhouse building at the south west corner of the Lot, containing 3 studio units, 3 two bedroom units and 3 three bedroom units; and
  - iii) 2 levels of below-ground parking.
- (d) **“City”** means the Corporation of the City of North Vancouver.
  - (e) **“Claims and Expenses”** means all actions, causes of action, suits, judgments, proceedings, demands and claims, whether at law or in equity, losses, damages, expenses and costs (including legal fees and disbursements on an indemnity basis) of any kind or nature whatsoever, at law or in equity, for any damage, loss, injury or death.
  - (f) **“CPI”** means the All-Items Consumer Price Index for Vancouver, B.C. published from time to time by Statistics Canada, or its successor in function.
  - (g) **“Daily Amount”** means \$50.00 per day as of January 1, 2019 adjusted annually thereafter by adding thereto an amount calculated by multiplying \$100.00 by the percentage change in the CPI since January 1, 2019, to January 1 of the year that a notice of default referred to Section 6.1(b) is delivered to the Owner by the City.
  - (h) **“Household”** means the individuals who occupy a Mid-Market Rental Unit.
  - (i) **“Household Income”** means the aggregate of income from all sources of all the occupants of an Affordable Housing Unit, based on the tax returns filed by such occupants with Canada Customs and Revenue Agency for the most recent taxation year.
  - (j) **“Lands”** means those lands and premises legally described as  

Parcel Identifier: 007-697-481  
 Lot B  
 Block 114  
 District Lot 274  
 Plan 15049;
  - (k) **“LTO”** means the Vancouver/New Westminister Land Title Office.
  - (l) **“Mid-Market Income Level”** means an amount equal to the Affordable Rent for a Mid-Market Rental Unit with respect to the proposed tenancy agreement, multiplied by 12 and divided by 0.3 (i.e. 30%).
  - (m) **“Market Rental Units”** means all residential dwelling units in the New Buildings other than the Mid-Market Rental Units.
  - (n) **“Mid-Market Rental Units”** means those residential dwellings designated by the owner as Mid-Market Rental Units pursuant to this Agreement.
  - (o) **“Owner”** means the person described in Item 5 of Part 1.

- (p) **“Part 1”** means the General Instrument – Part 1 (*Land Title Act* Form C) to which these Terms of Instrument are attached as Part 2.
- (q) **“Rental Purposes”** means an occupancy or intended occupancy which is or would be governed by a tenancy agreement as defined in the *Residential Tenancy Act* (British Columbia).
- (r) **“Rental Units”** means all residential dwellings in the Buildings.
- (s) **“Rent Charge”** has the meaning set out in Section 6.1.
- (t) **“Section 219 Covenant”** means a covenant pursuant to Section 219 of the *Land Title Act*.
- (u) **“Tenancy Agreement”** means an agreement, whether written or oral, express or implied, between the Owner and a tenant respecting possession or occupancy of a Mid-Market Rental Unit.

## 1.2 Interpretation

In this Agreement:

- (a) words importing the singular number include the plural and vice versa and words importing the neuter gender include the masculine and the feminine genders;
- (b) the division of this Agreement into articles and sections and the insertion of headings are for convenience only and will not affect the construction or the interpretation of this Agreement;
- (c) references to any article, section or schedule will, unless the context otherwise requires, mean that article, section or schedule of this Agreement;
- (d) every reference to each party is deemed to include the heirs, executors, administrators, personal representatives, successors, servants, employees, agents, contractors, officers, licensees and invitees of such party, wherever the context so requires or allows;
- (e) the words “include” and “including” are to be construed as meaning “include without limitation” and “including without limitation”;
- (f) all payments to be made will be deemed to be payments in lawful currency of Canada;
- (g) reference to “business day” means all days other than Saturday, Sunday and statutory holidays in the Province of British Columbia;
- (h) reference to “party” and “parties” means the one or more parties to this Agreement, as the context demands;
- (i) reference to a whole, for example, the “Lands”, includes reference to a portion thereof; and

- (j) unless expressly stated otherwise, the term “enactment” has the same meaning as under the *Interpretation Act* (British Columbia) and reference to a specific enactment shall be to that enactment, as amended or replaced from time to time, unless otherwise expressly provided.

### **1.3 Acknowledgements**

The Owner acknowledges that:

- (a) nothing in this Agreement will relieve the Owner from any obligation or requirement arising under any enactment, including City bylaws, in respect of the use, subdivision and development of the Lands; and
- (b) nothing contained or implied in this Agreement will prejudice or affect the City's rights, powers, duties or obligations in the exercise of its functions pursuant to the *Local Government Act* (British Columbia), the *Community Charter* (British Columbia) or other enactment, including City bylaws.

## **2. SECTION 219 OF THE LAND TITLE ACT**

### **2.1 Section 219 Covenant**

The Owner hereby covenants and agrees with the City, as a covenant in favour of the City pursuant to Section 219 of the *Land Title Act* (British Columbia), it being the intention and agreement of the Owner that the provisions in this Agreement be annexed to, and run with and be a charge upon the Lands, that notwithstanding the enactment of the Rezoning Bylaw, the Lands will be subdivided, used, built and used only in strict compliance with the terms and conditions of this Agreement.

### **2.2 Section 219 Indemnity**

As an indemnity pursuant to section 219(6) of the *Land Title Act* (British Columbia), the Owner shall indemnify the City against all Claims and Expenses arising out of or, in any way related to or that would not or could not be sustained but for, this Agreement, including, but not limited to, the exercise by the City of any rights granted in this Agreement, or any restrictions imposed pursuant to this Agreement, except if resulting from a negligent action or omission by the City.

### **2.3 Registration of the indemnity in the LTO**

At the City's direction, the indemnity contained herein will be filed for registration in the LTO under a separate registration number from the Section 219 Covenant contained in this Agreement.

### **2.4 Release**

The Owner hereby releases the City from all Claims and Expenses arising out of or in any way related to this Agreement, including, but not limited to, the exercise by the City of any rights granted in this Agreement, or any restrictions imposed pursuant to this Agreement, except if resulting from a negligent action or omission by the City.

### **2.5 Survival of release and indemnity**

The indemnity and release in this Section 2 will survive any discharge, expiration, termination or cancellation of this Agreement.

### **3. RENTAL UNITS**

#### **3.1 Rental Units**

The Rental Units shall only be used for Rental Purposes.

#### **3.2 No Subdivision**

The Lands shall not be subdivided pursuant to the *Land Title Act* (British Columbia), the *Strata Property Act* (British Columbia) or otherwise without the prior written consent of the City, except that this Section 3.2 shall not prevent the Owner from proceeding to subdivide the Lands to create one or more air space parcels (but not strata lots), provided that each Building is entirely contained within a single air space parcel.

#### **3.3 No Separate Sale or Transfer**

In the event that the Lands are subdivided (pursuant to the *Land Title Act* (British Columbia), the *Strata Property Act* (British Columbia) or otherwise), in accordance with section 3.2, with the written consent of the City or in contravention of Section 3.2, the resulting parcels (including strata lots) shall not, without the prior written consent of the City, be sold or otherwise transferred separately.

### **4. MID-MARKET RENTAL UNITS**

#### **4.1 Mid-Market Rental Unit Designation**

Four of the Rental Units within the New Buildings shall be used, occupied and rented in accordance with the requirements of this Section 4 and shall constitute the Mid-Market Rental Units. Before using or occupying the New Buildings, and before issuance of an occupancy permit for the New Buildings, the Owner shall designate, in writing, to the City which the Rental Units in the New Buildings are the Mid-Market Rental Units.

#### **4.2 Mid-Market Rental Unit Mix**

The Mid-Market Rental Units shall meet the following 'unit mix' requirements, and the Owner's designation under section 4.1 shall comply with such requirements:

- (a) 4 studio units;

#### **4.3 Rent Restrictions & Tenure Requirements**

- (a) Mid-Market Rental Units shall only be rented to and occupied by a Household having a Household Income less than or equal to the Mid-Market Income Level.
- (b) Before entering into a Tenancy Agreement for a Mid-Market Rental Unit, the Owner shall:
  - (i) obtain from the prospective tenant, in writing, the names of all members of the Household that will occupy the Mid-Market Rental Unit;

- (ii) obtain, from the prospective tenant, the tax returns filed with Canada Customs and Revenue Agency for the most recent taxation year for each individual identified under Section 4.3(a)(i) who was required to file a tax return for that taxation year; and
  - (iii) take such other steps as may be reasonably necessary, in the opinion of the Owner, to confirm that the Mid-Market Rental Unit shall be occupied by a Household having a Household Income less than or equal to the Mid-Market Income Level.
- (c) If a Tenancy Agreement is entered into in respect of a Mid-Market Rental Unit, the Owner shall retain copies of all documents obtained pursuant to Section 4.3(b) and will make and retain records of any information obtained pursuant to Section 4.3(b) in respect of such tenancy for a period of no less than one year following the expiration or earlier termination of such Tenancy Agreement, subject to any applicable restrictions under the *Personal Information Protection Act* (British Columbia) or other applicable privacy legislation, and the Owner shall, within 14 days following a request from the City from time to time, provide copies of such documents and records to the City, subject to any applicable restrictions under the *Personal Information Protection Act* (British Columbia) or other applicable privacy legislation.
- (d) The Owner shall not enter into a Tenancy Agreement for a Mid-Market Rental Unit unless the requirements of Sections 4.3(b) and 4.3(c) have been satisfied in relation to such Tenancy Agreement. If those requirements have been satisfied, the Owner will have no liability to the City in the event that any information provided by the tenant to the Owner under Section 4.3(b) in relation to the Tenancy Agreements proves to be false or if the Household Income of the occupants of the Mid-Market Rental Unit increases during the term of the Tenancy Agreement.
- (e) The monthly rent payable for a Mid-Market Rental Unit shall not exceed the Affordable Rent, except that the Owner may increase the rent under a Tenancy Agreement in accordance with the provisions of the *Residential Tenancy Act* (British Columbia).
- (f) The Owner shall not require a tenant of a Mid-Market Rental Unit to pay any extra charges or fees for use of any common property, limited common property, or other common area, for property taxes or for sanitary sewer, storm sewer, water utilities and similar services, except in respect of the following:
  - (i) any utilities not included in the Tenancy Agreement, including without limitation, television/cable, internet and telephone;
  - (ii) any utilities for which individual meters are provided by the Owner, from time to time;
  - (iii) parking;
  - (iv) use of bicycle storage lockers or other facilities;

- (v) use of storage lockers; and
- (vi) booking for exclusive use of any common amenity spaces as may be made available for such booking by the Owner from time to time.
- (g) Mid-Market Rental Units shall be occupied only pursuant to a written Tenancy Agreement;
- (h) The initial term of every Tenancy Agreement for a Mid-Market Rental Unit shall be for 1 year.
- (i) Every Tenancy Agreement for a Mid-Market Rental Unit will identify all members of the Household and will stipulate that anyone not identified in such Tenancy Agreement will be prohibited from residing at the Mid-Market Rental Unit for more than 30 consecutive days or more than 45 days total in any calendar year.
- (j) Every Tenancy Agreement for a Mid-Market Rental Unit shall provide that the tenant shall not sublease the Mid-Market Rental Unit or assign the Tenancy Agreement, without the consent of the Owner.
- (k) The Owner shall not consent to a sublease of a Mid-Market Rental Unit or to an assignment of a Tenancy Agreement in respect of a Mid-Market Rental Unit, except if the requirements of Sections 4.3(b) and (c) are first satisfied in relation to the proposed subtenant or assignee.
- (l) The Owner shall deliver a copy of every Tenancy Agreement in respect of a Mid-Market Rental Unit to the City within 14 days following a request from the City from time to time.
- (m) The restrictions under Sections 4.3(a), (b) and (c) shall not apply to a Tenancy Agreement in respect of a Mid-Market Rental Unit entered into within 6 months following the date of issuance of an occupancy permit for the New Buildings if the tenant under the Tenancy Agreement was a tenant of the Existing Building on the date of registration of this Agreement.
- (n) The requirements of this Section 4.3 shall cease to apply from and after the 10th anniversary of the date this Agreement is registered in the LTO.
- (o) The Owner shall, within 14 days following a written request from the City, but no more than once each calendar year, provide the City with a statutory declaration in a form determined by the City, sworn by the Owner, or by an officer or director of the Owner if the Owner is a corporation, before a commissioner for taking of affidavits for British Columbia under the Evidence Act (British Columbia) setting out the current monthly rent amounts for each Tenancy Agreement in respect of a Mid-Market Rental Unit as of the date of the statutory declaration.

#### **4.4 Partnership with Hollyburn Family Services**

Notwithstanding Section 4.3, the Owner may enter into a partnership (by way of a signed, written agreement) to secure the four Mid-Market Units with Hollyburn Family Services, or similar organization approved in writing by the City, for the purposes of providing affordable housing to vulnerable seniors through the SAFER subsidy, which purposes shall be expressly

stated in the agreement and if, and for so long as a Mid-Market Rental Units is subject to such an agreement, the restrictions under section 4.3 shall not apply to such Mid-Market Rental Unit. The Owner shall provide to the City a copy of every such lease, and every amendment thereto, promptly following the execution thereof.

## **5. DEFAULT AND REMEDIES**

### **5.1 Default and remedies**

- (a) If the Owner fails to comply with any of its obligations under this Agreement, the City may notify the Owner in writing (at the address shown on title to the Lands in the LTO at the relevant time) that the Owner is in default, describe the default, and instruct the Owner to correct the default within 15 days of receiving the notice, or such longer period as the City may consider necessary to correct the default given the nature of the default (the **"Cure Period"**).
- (b) Upon receipt of a notice from the City under Section 5.1(a), the Owner will diligently proceed to correct the default within the Cure Period.
- (c) The Owner agrees that the public interest in ensuring that all of the matters described in this Agreement are complied with strongly favours the award of a prohibitory or mandatory injunction, or an order for specific performance or other specific relief, by the Supreme Court of British Columbia at the instance of the City, in the event of an actual or threatened breach of this Agreement.
- (d) No reference to or exercise of any specific right or remedy by the City, shall prejudice or preclude the City from exercising any other right or remedy, whether allowed at law or in equity or expressly provided for in this Agreement, and no such right or remedy is exclusive or dependent upon any other such remedy and the City may from time to time exercise any one or more of such remedies independently or in combination.

### **5.2 City may perform Owner's obligations**

Without limiting Section 5.1, if, following notice from the City under Section 5.1(a), the Owner fails to correct the default within the Cure Period, the City may (but is not obligated to), upon giving to the Owner five days' prior written notice describing the default, or immediately in the case of an emergency, perform such obligations, for and on behalf of and at the sole cost of the Owner.

### **5.3 Owner will reimburse City for its costs**

Upon receipt of written demand for same, the Owner will pay to the City all costs incurred by the City under Section 5.2, including a 30% administrative fee.

## **6. RENT CHARGE**

### **6.1 Rent Charge**

- (a) The Lands are subject to a daily rent charge (the **"Rent Charge"**), payable by the Owner on the first of each calendar month (the **"due date"**), in the amount equal to the Daily Amount, which Rent Charge is deemed to accrue day to day, from

and after the Rent Charge Default Date until the Default Correction Date (each as defined in subsection (b) below).

- (b) The Rent Charge shall abate against the Lands, and no amounts will accrue or be payable by the Owner thereunder, until such time (the “**Rent Charge Default Date**”) as the Owner does not comply with section 4.3(e) in relation to a Mid-Market Rental Unit and the Owner does not, within Cure Period, correct that default by reducing the rent under the Tenancy Agreement to the Affordable Rent plus any increase permitted under the *Residential Tenancy Act* (British Columbia). For clarity, the Rent Charge shall to accrue on a day to day basis for every day that a default continues after Cure Period until the Owner has corrected that default by reducing the rent under the Tenancy Agreement to the Affordable Rent plus any increase permitted under the *Residential Tenancy Act* (British Columbia) (the “Default Correction Date”).
- (c) Any arrears of Rent Charge shall bear interest from the due date until payment at the rate of eleven per cent (11%) per annum and shall be a charge upon the Lands in the same manner as the Rent Charge hereby charged on the Lands.
- (d) The Rent Charge ranks prior to all other financial charges and encumbrances registered at any time against the Lands.
- (e) The Rent Charge is granted both under section 219(6)(b) of the *Land Title Act* (British Columbia) as an integral part of the Section 219 Covenant contained in this Agreement, and as a fee simple rent charge at common law.
- (f) The City may enforce and collect the Rent Charge by any combination or all of:
  - (i) an action against the Owner for the Rent Charge;
  - (ii) distraint against the Lands to the extent of the Rent Charge;
  - (iii) an action for appointment of receiver in respect of the Lands; or
  - (iv) an order for sale of the Lands

## **7. GENERAL**

### **7.1 Building manager**

If the Owner retains a building manager in respect of the Building, the Owner shall instruct and ensure that the building manager complies with the terms of this Agreement.

### **7.2 Severance**

If any portion of this Agreement is held invalid by a court of competent jurisdiction, the invalid portion will be severed and the decision that it is invalid will not affect the validity of the remainder of this Agreement.



### **7.3 Runs with the Lands**

The Section 219 Covenant (including the Rent Charge) herein will run with, and bind the successors in title to, the Lands and each and every part into which the Lands may be divided or subdivided, whether by subdivision plan, strata plan or otherwise.

### **7.4 Notice of Housing Agreement**

This Agreement constitutes both a covenant under section 219 of the *Land Title Act* and a housing agreement entered into under section 483 of the *Local Government Act*. The Owner acknowledges that the City is required to file a notice of housing agreement in the LTO against title to the Land; and once such a notice is filed, this Agreement binds all persons who acquire an interest in the Land as a housing agreement under section 483 of the *Local Government Act*.

### **7.5 Limitation on Owner's Obligations**

In accordance with section 219(8) of the *Land Title Act* (British Columbia), a person is not liable for a breach of this Agreement occurring after that person has ceased to be an owner of the Lands.

### **7.6 Further Assurances**

The parties will execute and do all such further deeds, acts, things and assurances that may be reasonably required to carry out the intent of this Agreement.

### **7.7 Waiver**

Waiver by the City of a default by the Owner will be in writing and will not be deemed to be a waiver of any subsequent or other default.

### **7.8 Enurement**

This Agreement will enure to the benefit of and be binding upon the parties hereto and their respective successors and assigns.

### **7.9 Priority**

The Owner will take all steps necessary to ensure that this Agreement is registered in the LTO in priority to all charges and encumbrances which may impair the covenants granted in this Agreement and, in any event, in priority to all financial charges.

### **7.10 Counterparts and Electronic Delivery**

This Agreement may be executed in any number of counterparts and delivered via facsimile or e-mail, each of which will be deemed to be an original and all of which taken together will be deemed to constitute one and the same instrument, provided that any party delivering this Agreement via facsimile or e-mail will deliver to the other party an originally executed copy of this Agreement forthwith upon request by the other party.

**IN WITNESS OF THIS AGREEMENT** the City and the Owner have executed this Agreement by signing the “Form C - General Instrument - Part 1” or “Form D – Executions Continued” attached hereto:

**THE CORPORATION OF THE CITY OF NORTH VANCOUVER**

\_\_\_\_\_  
MAYOR  
Linda C. Buchanan

\_\_\_\_\_  
CITY CLERK  
Karla D. Graham

**IMH 151 E KEITH APARTMENTS LTD**


\_\_\_\_\_  
Authorized Signatory

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Authorized Signatory

\_\_\_\_\_  
Printed Name



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

**REPORT**

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To: Mayor Linda Buchanan and Members of Council

From: David Johnson, Development Planner

Subject: REZONING APPLICATION: 145-153 EAST 4<sup>TH</sup> STREET (BARRY SAVAGE / INTEGRA ARCHITECTURE INC.)

Date: January 27, 2021 File No: 08-3400-20-0013/1

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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 Development Planner, dated January 27, 2021, entitled "Rezoning Application: 145-153 East 4<sup>th</sup> Street (Barry Savage / Integra Architecture Inc.)":

THAT "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8817" (Barry Savage / Integra Architecture Inc., 145-153 East 4<sup>th</sup> Street, CD-732) be considered and referred to a Public Hearing;

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

THAT the community benefits listed in the report in the section "Density Bonus and Community Benefits" be secured, through agreements at the applicant's expense and to the satisfaction of staff;

AND THAT the Mayor and Corporate Officer be authorized to sign the necessary documentation to give effect to this motion.

## ATTACHMENTS

1. Context Map (CityDoc #1998154)
2. Project Summary Sheet (CityDoc #2010016)
3. Architectural and Landscape Plans, dated August 7, 2020 (CityDoc #2014344)
4. Public Consultation Summary (CityDoc #2015365)
5. Tenant Relocation Plan (CityDoc #2015212)
6. Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8817 (CityDoc #2010157)

## PURPOSE

The purpose of this report is to present, for Council's consideration, a rezoning application for 145-153 East 4<sup>th</sup> Street to amend the Zoning Bylaw to permit a six-storey rental apartment building consisting of five levels of rental units with a total of 69 units plus a rooftop amenity level with indoor and outdoor amenity spaces. The proposal will replace two, two-storey apartment buildings currently on site with a total of 20 existing market rental units.

## BACKGROUND

<i>Applicant:</i>	Three Shores Development – Barry Savage
<i>Architect:</i>	Integra Architecture Inc.
<i>Official Community Plan Designation:</i>	Residential Level 5 (R5)
<i>Existing Zoning:</i>	Medium Density Apartment Residential 1 (RM-1)
<i>Applicable Guidelines:</i>	None

Three Shores Development has also made a rezoning application for a six-storey rental apartment building and childcare facility at 133 East 4<sup>th</sup> Street that is two lots west of the subject site. This proposal is currently under staff review.

## Site Context and Surrounding Use

The subject property is located in Lower Lonsdale on the south side of East 4<sup>th</sup> Street between Lonsdale Avenue to the west and St. Georges Avenue to the east (Attachment #1). The area consists mainly of two and three storey apartment buildings and some townhouse buildings. The area is within a transition from the higher density buildings along the Lonsdale Avenue corridor to the lower density buildings towards the east.

The buildings and uses immediately surrounding the subject site are described in Table 1 below.



**Table 1. Surrounding Uses**

Direction	Address	Description	Zoning
North	140 East 4 <sup>th</sup> Street	3 storey apartment building	RM-1
South	146-156 East 3 <sup>rd</sup> Street	Several heritage character homes including a large infill building off of the lane	RM-1
South	140 East 3 <sup>rd</sup> Street	3 storey apartment building	RM-1
East	155-163 East 4 <sup>th</sup> Street	2-3 storey heritage home plus infill development	RM-1
West	143 East 4 <sup>th</sup> Street	2 storey apartment building	RM-1

The building at 155 East 4<sup>th</sup> Street is listed as a 'Heritage B' building in the City's Heritage registry. The property went through some redevelopment approximately 20 years ago to modify the building and to add an infill building in the rear yard for a total of five townhouse units.

The subject site is located along the AAA bikeway and is close to several commercial amenities and public transit routes along both East 3<sup>rd</sup> Street and Lonsdale Avenue.

## PROJECT DESCRIPTION

The proposed development at 145-153 East 4<sup>th</sup> Street is for a six-storey rental apartment building, consisting of five levels of apartment units containing 69 rental units and one level of common amenity space on the sixth level, all over one and one-half levels of underground parking (Attachment #3). Of the proposed units, seven are proposed as Mid-Market units that would be secured through a Housing Agreement for the life of the building. The proposed breakdown of units by type is as shown in Table 2 below.

**Table 2. Proposed Unit Breakdown**

Unit Type	Number of units	Size
Studio	20	Ranging from: 34.8 to 43.2 sq. m (375 to 465 sq. feet)
1-Bedroom	29	Ranging from: 44.0 to 50.2 sq. m (474 to 540 sq. feet)
2-Bedroom	10	70.8 sq. m (763 sq. ft.) each
3-Bedroom	10	88.5 sq. m (953 sq. ft.) each

The subject site is approximately 43.9 metres (144.0 feet) wide and 36.6 metres (120 feet) deep and slopes down from the East 4<sup>th</sup> Street side to the rear lane at an average

slope of 12%, which exposes the main level of underground parking along the rear of the property.

The proposed main access to the building is on East 4<sup>th</sup> Street. Through the main floor is an outdoor patio that can be used by all residents. Separate walkways connecting to the ground level units facing East 4<sup>th</sup> Street is proposed to enhance the pedestrian environment of the street.

Vehicular access is off of the rear lane at the west side of the site leading to the one and one-half storey underground parkade for 45 resident parking stalls. Visitor parking is accommodated by five outdoor stalls accessed directly from the lane and two stalls are on the main parkade level, just beyond the main parkade gate. The provided parking complies with Zoning Bylaw requirements. A pathway along the east side of the property is for those travelling between the visitor stalls and the main entry. A bike workshop is proposed on the main parking level as is the recycling and garage room. Additional features in the proposed parkade include secured bike storage and lockers, mechanical rooms and a room for the Lonsdale Energy Corporation (LEC) equipment.

The top floor roof space is where most of the common amenity areas are located. The indoor space includes a flex space and a lounge space for all residents. The outdoor space is an open area for residents to gather. The landscaping plan show plantings to provide shade and screening of adjacent properties. The edge of the outdoor space is setback from the building edge to mitigate overlook potential.

The applicant is proposing 19 of the units to meet Level 2 of the City's Adaptable Design Guidelines with the remaining to be designed to Level 1, which exceeds the minimum requirements of the City's Zoning Bylaw.

The proposed building is west coast contemporary with a mixture of façade materials and colours to mitigate the building massing as well as create interest.

Staff recommends waiving the Zoning Bylaw limit of building widths of 30.5 metres (100 feet) above the third storey, as the proposed building will result in a minor variance and the resulting width will enhance the overall scale.

## **PLANNING ANALYSIS**

### *2014 Official Community Plan*

The subject site is designated Residential Level 5 (R5) in the Official Community Plan (OCP). This designation is to provide quality multi-family housing with a mix of unit sizes, and a focus on creating attractive and active streets. It supports a maximum density 2.60 FSR (including 1.0 bonus FSR) in accordance with OCP Schedule A Land Use map.

The applicant is proposing a density of 2.57 FSR or 4,134.1 sq. m (44,500.0 sq. ft.), which is within OCP maximum density.

The project is in keeping with the goals and objectives of the following City policies:



<b>Official Community Plan</b>	
<p><b>Policy 1.1.1</b>  <i>Plan for growth in the City's population, dwelling units and employment in keeping with the projections in Metro Vancouver's regional Growth Strategy.</i></p>	<p>Intensification of the site supports the use of existing amenities, including transit and services along Lonsdale Avenue.</p>
<p><b>Policy 1.1.7</b>  <i>Allow for accessory uses, such as home-based businesses and childcare, in residential areas.</i></p>	<p>The proposal would be zoned to allow desk and computer style home-based businesses in this residential area.</p>
<p><b>Policy 1.2.1</b>  <i>Ensure the location, density, design and durability of developments and their infrastructure are informed by the best available science on climate impacts.</i></p>	<p>The proposed development is located close to the Lonsdale corridor and is utilizing an existing site and infrastructure to densify while proposing to achieve an energy level of Step 3 in the BC Building Code.</p>
<p><b>Policy 1.3.1</b>  <i>Ensure that new development is compatible with the established urban form of the City, reflecting primacy of the Lonsdale regional City Centre and the transition through mid and low-rise buildings to lower-density residential neighbourhoods.</i></p>	<p>The proposal includes high-quality materials and design in a location that is one-half block east of Lonsdale Avenue. The scale of the proposed building provides a good transition from the higher density buildings found along the Lonsdale corridor towards lower density neighbourhoods further east.</p>
<p><b>Policy 1.3.6</b>  <i>Encourage architecture that responds to the unique context of the City in a sensitive, sustainable, and aesthetically compatible manner</i></p>	<p>Design and materials are consistent with those found in the local context. Landscaping utilizes native plant species.</p>
<p><b>Policy 1.3.10</b>  <i>Encourage active, healthy lifestyles and the opportunity for more social connections through planning and active design principles that encourage physical activity and contribute to enhanced walkability and active streets, sidewalks and public spaces.</i></p>	<p>The high-quality secure bike storage with access directly to the AAA bike network along East 4<sup>th</sup> Street will help make cycling a more appealing mode of transportation for residents. The pedestrian environment will see improvements to encourage walking.</p>
<p><b>Policy 1.4.1</b>  <i>Consider the needs of households with children in the design of multi-family developments;</i></p>	<p>The proposal would provide ten 3-bedroom units, and an indoor/outdoor amenity space on the roof allowing for multiple uses and activities.</p>
<p><b>Policy 1.4.3</b>  <i>Consider recreational, cultural and other community spaces as aspects of informal community living rooms, and essential 'social infrastructure', particularly in high-density neighbourhoods like Central/Lower Lonsdale.</i></p>	<p>The proposed roof-top outdoor amenity space provides opportunities for social interaction amongst all residents and is flexible enough to provide for a range of uses. The indoor amenity area provides opportunities for recreation.</p>
<p><b>Policy 1.5.1</b>  <i>Provide opportunities for a range of housing densities, diversified in type, size and location</i></p>	<p>The project will provide 69 new rental units with a range of unit types and sizes, from 375 to 953 sq. ft. Ten of these units will be 3-bedroom.</p>
<p><b>Policy 1.5.4</b>  <i>Prioritize the development and revitalization of affordable rental housing and use density</i></p>	<p>The proposed 69 rental units, including seven mid-market units, will be secured by a Housing</p>

<i>bonusing and density transfers to incentivize the retention, renewal and/or replacement of rental units as a public benefit;</i>	Agreement for the life of the building which provides a public benefit.
<b>Policy 1.5.6</b> <i>Ensure a sufficient number of new apartment building provide accessible units and that these accessible units are represented across various unit sizes;</i>	The proposal exceeds the minimum number of Adaptable Level 2 units, in accordance with the Zoning Bylaw, and the distribution of which will reflect the overall unit-mix, and the remaining units will be Adaptable Level 1.
<b>Policy 2.1.1</b> <i>Invest in cycling and pedestrian networks and facilities to make these more attractive, safer, and convenient transportation choices for all ages and abilities with an aim to increase these ways of travelling over single-occupant vehicle use;</i>	The proposal includes a bike repair room in the main parkade level and is located along the AAA bike network along East 4 <sup>th</sup> Street.
<b>Policy 2.2.3</b> <i>Encourage higher and medium density residential uses near jobs and services;</i>	The subject site is located one-half block east of Lonsdale Avenue, near many services and employment opportunities.
<b>Strategic Plan</b>	
City for People	The proposal supports the Strategic Plan vision and priority to be a City for People by using an existing site to increase the number of rental units in the Lower Lonsdale area, providing employment opportunities and services within close walking distance.
<b>Housing Action Plan</b>	
<b>Action #3:</b> <i>Mid-Market Rental Units</i>	The project will provide seven mid-market units, to be secured by a Housing Agreement for the life of the building.
<b>Action #4</b> <i>Family-Friendly Housing</i>	The project includes ten 3-bedroom units.
<b>Sustainable Development Guidelines</b>	
<b>Natural Systems</b> <i>The ability of natural systems, both global and local, to support life. Parks and green spaces help regulate the climate, clean and filter water and air, and provide recreational and aesthetic benefits. Maintaining healthy natural systems will reduce strain on municipal infrastructure, support local wildlife and enhance quality of life for community members</i>	The proposal includes green space not only on the street front, but also on the common patio on the main level and the outdoor roof-top deck. The planting plan includes a number of native species.
<b>Physical Structures/Infrastructure:</b> <i>The ability to effectively deliver basic services, shelter and physical amenities required to sustain the health and well-being of the community. This includes water supply, sanitary sewer, stormwater drainage, solid waste management, roads,</i>	The project will use high-performance and environmentally friendly building materials and will achieve Step 3 of the Step Code. Energy Star and water-efficient appliances will be installed in the dwelling units. 20% of residential stalls will be EV ready with the



<p><i>telecommunications, and energy efficiency and conservation including district energy. As well, this category includes attractive streetscapes, durable buildings, provision of a range of housing types and adequate community amenities.</i></p>	<p>remainder being roughed in for easy additions for EV chargers.                      The proposal will be connecting to the LEC network.                      An on-site stormwater management system will be provided.</p>
<p><b>Local Economy:</b>  <i>The ability to maintain and grow a healthy local economy. A strong economy brings employment and a solid tax base to support services without compromising other areas of capacity. A stronger economy has been shown to support healthier lifestyles for community members and greater opportunities for personal fulfillment and overall quality of life.</i></p>	<p>The proposal will provide a variety of jobs during the construction period.</p>
<p><b>Human Potential:</b>  <i>The ability of our local community to support our residents in their pursuit of individual livelihood objectives including access to education, healthy food, active transportation and affordable housing. Meeting these basic needs is essential for the maintenance and growth of human capacity.</i></p>	<p>The development provides Market Rental and Mid-Market Rental housing at a range of unit types and sizes.                      The subject site is close to several public transit routes and the services along Lonsdale Avenue.</p>
<p><b>Social Connections:</b>  <i>The ability of our community to foster communication, interaction and networks to respond effectively to community issues. These may include supporting community members with low incomes, lone-parent families, and matters specific to children, youth, seniors and people with disabilities.</i></p>	<p>The project includes both indoor and outdoor amenity areas that are well-programed with multiple opportunities for activities.</p>
<p><b>Cultural Diversity:</b>  <i>The ability of our community to support and celebrate a diversity of cultural backgrounds. This includes recognition of the traditions of the Squamish Nation and the many cultures of residents who make the City their home. With both tangible and intangible elements, cultural capacity has economic implications and is strongly connected to social traditions. Manifestations of cultural practices can range from spiritual practices to heritage buildings.</i></p>	<p>The proposed design includes various informal gathering spaces for tenants and in the public realm.</p>
<p><b>Active Design Guidelines</b></p>	
<p><b>Indoor Amenity</b></p>	<p>The indoor amenity area includes a flex area for a variety of uses and a separate lounge area that is directly connected to the outdoor amenity area.</p>

Outdoor Recreation and Gardens	Two outdoor amenity areas are designed to allow various activities, with outdoor seating and landscaping.
Enhanced bicycle facilities	A bicycle repair room with access from the main parking level is close to the parkade entrance and easy access to the secured storage areas.

#### *Residential Tenant Displacement Policy*

The applicant has obtained a private company to manage the relocation of existing tenants and has offered four months' notice, financial assistance and tenant relocation services (Attachment #5). A tenant meeting was held on November 21, 2019 to go over the relocation plan and assistance has been made available for those who wish for help in finding a new residence.

Notification to evict can only begin once a Demolition Permit has been received and accepted by the City.

As of writing this report, 14 of the 20 tenants have either found new accommodations on their own or have been relocated using this service.

Staff is satisfied the applicant has fulfilled the requirements of the City's Residential Tenant Displacement Policy to date.

#### *Zoning Bylaw 1995, No. 6700*

The subject site is zoned "Medium Density Apartment Residential 1 (RM-1)" that would allow a three-storey building on the property at a maximum density of 1.60 times the lot area (FSR). An amendment to the Zoning Bylaw is required to permit the proposal and is reflected in Zoning Amendment Bylaw 8818 (Attachment #6).

Using the RM-1 Zone as a base, the proposal requires the following special provisions be incorporated into the new Comprehensive Development Zone:

- Increase the allowable density from 1.60 to 2.60 FSR by entering into a Housing Agreement with the City to secure rental housing in perpetuity as well as the provision of seven mid-market units, also in perpetuity;
- Allow the maximum Lot Coverage to increase from the maximum 50 percent to 53 percent of the lot area;
- Allow the minimum floor area of the proposed studio units to be no less than 34.8 square metres (375 square feet), instead of the minimum 37.2 square metres (400 square feet);
- Permit the proposed visitor stalls to be directly accessed from the lane;
- Waive the maximum building width of 30.5 meters (100 feet); and
- Allow the proposed building setback from the property lines.

A summary comparing the Zoning requirements to the proposal is shown in Attachment #2.



### **Density Bonus and Community Benefits**

The City's *Density Bonus and Community Benefits Policy*, in conjunction with the Official Community Plan, allows for density bonuses beyond the 1.60 FSR in the Residential Level 5 land use designation, up to a maximum of 2.60 FSR.

The policy provides a number of community benefit options for projects seeking additional density and seeks to ensure the City receives value for additional density granted. The value could be in the form of a cash contribution or some form of amenity, such as an all-rental apartment building to be secured in perpetuity plus a form of housing affordability in accordance with the City's Housing Action Plan. In this case, to achieve the desired 1.0 FSR bonus density, the applicant has agreed to secure through the registration of a Housing Agreement, that all proposed 69 units will be secured as rental units in perpetuity, as well as to provide seven of these units at Mid-Market rates (rates below market levels) in perpetuity.

As the Density Bonus and Community Benefits Policy recognizes rental and affordable rental dwelling units as an acceptable public amenity, any cash contribution for the density bonus that is generally required for a non-rental project is waived.

For example, if the applicant was proposing these units for sale as a strata development project, the Density Bonus and Community Benefits Policy would value this density bonus at approximately \$3.3 million, as outlined in the Table 3 below.

**Table 3. Estimated Value of Community Benefits through Density Bonusing**

Density Value Calculation	Value
Density Bonus to 1.6 FSR / OCP Density (0.0 square feet @ \$25 / sq. ft.)	\$0
Density Bonus to 2 .6 FSR Max Bonus (17,284 square feet @ \$190 / sq. ft.)	\$3,283,960
<b>Total Value of Community Benefits</b>	<b>\$3,283,960</b>

Instead of this amount, and consistent with the Density Bonusing and Community Benefits Policy, the City's total rental housing stock would be receiving 69 rental apartment units, with seven of these being below market, or Mid-market units. These will be secured in the Housing Agreement. This building will be privately owned and the tenant selection for the seven mid-market units will be at the discretion of the building owner.

In addition to the Market and Mid-Market Rental Units to be provided, the following items are to be secured through the Servicing Agreement:

- Water main upgrade to Lonsdale Avenue;
- Sanitary sewer upgrade to East 3<sup>rd</sup> Street;
- New storm water connection; and
- \$30,000 contribution towards the pedestrian/cycling signal at St. Georges and East 4<sup>th</sup> Street.

## **ADVISORY BODY INPUT**

### **Advisory Design Panel**

At their February 19, 2020 meeting, the Advisory Design Panel reviewed and supported the proposal that included a few recommendations to enhance the design, including altering the colour palette to the exterior materials to help mitigate the massing of the building, improvements to the common outdoor patio to the south, safety enhancements along the rear lane, and the consideration of enhancing the gates fronting East 4<sup>th</sup> street to create some animation to the building. The design modifications presented are acceptable to staff.

## **COMMUNITY CONSULTATION**

The applicant held their Developer Information Session on February 18, 2020 and this was attended by 25 people (Attachment #4). Comment forms were received where 15 people supported the application, four opposed and one was neutral.

The public comments that staff received showed those who were opposed to the application raised concerns that the proposed building height is too high and the scale should be more in keeping with the neighbourhood. Parking is lacking in the area and with additional units, more parking is needed within the development. Construction will cause disruption to the area through noise and street parking for construction vehicles. Those who support the proposal liked that there will be more rental opportunities in a variety of unit types and that the proposed density is appropriate for the area.

Members of the public will have an additional opportunity to speak at the Public Hearing should Council allow it to proceed to that stage.

## **FINANCIAL IMPLICATIONS**

The applicant has agreed to pay a \$30,000 contribution towards a future pedestrian/cycling signal at the corner of St. Georges Avenue and East 4<sup>th</sup> Street. The payment will be required before adoption of the zoning bylaw. Other cash contributions are not anticipated for this proposal.

## **CONCLUSION**

This proposal represents good planning principles and is consistent with the Official Community Plan. The subject site's proximity to existing amenities, commercial areas, and public transit and active transportation facilities make it an appropriate site for the proposed new 69 unit rental apartment building. The application meets the Strategic Plan as a City for People in using an existing site to increase the number of rental and mid-market units to the City.

RESPECTFULLY SUBMITTED:



---

David Johnson  
Development Planner









# PROJECT SUMMARY SHEET

DEVELOPMENT APPLICATION

145 - 153 East 4th Street



## SITE CHARACTERISTICS

OCP Designation	Residential Level 5 (R5)
Existing Zoning	Medium Density Apartment Residential 1 (RM-1)
Site Area	1,605.7 sq. m (17,284.1 sq. ft.)

FLOOR AREA AND HEIGHT	Existing Zoning (RM-1)	Official Community Plan	Proposed (CD-732)
Floor Space Ratio	Maximum 1.60 FSR or 2,569.1 sq. m (27,654.7 sq. ft.)	Maximum - 2.60 FSR 4,174.8 sq. m (44,938.9 sq. ft.)	4,134.1 sq. m (44,500.0 sq. ft.) 2.57 FSR
Total Lot Coverage	50%	N/A	53%
Principal Building Height (maximum)	13.0 m (and three storeys) (42.65 ft. (and three storeys))	Six Storeys	18.16 m (59.8 ft.)

## SETBACKS

	Existing Zoning (RM-1)	Proposed
Front (East 4th Street)	6.1 m (20.0 ft.)	3.05 m (10.0 ft.)
Interior Side Yard (West)	4.57 m (15.0 ft.)	3.66 m (12.0 ft.)
Interior Side Yard (East)	4.57 m (15.0 ft.)	3.66 m (12.0 ft.)
Rear (South)	6.1 m (20.0 ft.)	1.92 m (6.3 ft.)

## BICYCLE PARKING

	Required	Proposed
Short Term	7	7
Secured	104	129
Total Bicycle Parking (stalls)	121	136

## VEHICLE PARKING

	Required	Proposed
Resident Parking	41	45
Visitor Parking	7	7
Total Vehicle Parking (stalls)	41 (inclusive of visitor parking)	52

Numbers based on plans dated August 7, 2020

#2010016





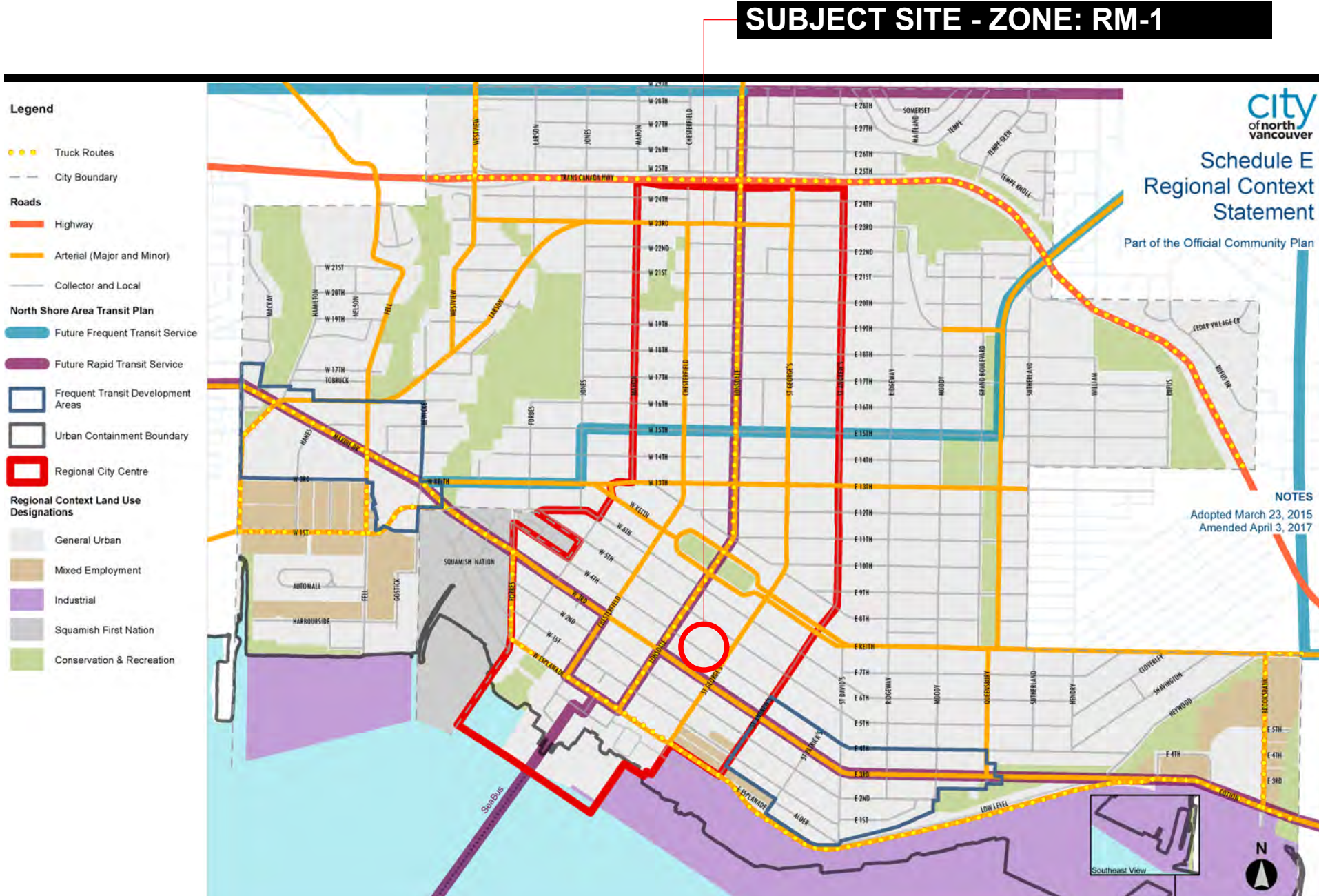
Integra  
ARCHITECTURE INC.

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[PROJECT TEAM]

1- PRE APP - JULY 18/19  
2 - REZ APP - NOV 29/19  
3 - REZ APP - AUG 6/10



CONTACT LIST

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Code	MR Consulting	Mark Roozbahani	604.764.7709	mark@codeconsultant.ca
Energy/Sustainability/Commissioning	Kane	Dan Roberts	604.924.0094	dan@kane-consulting.ca
Traffic	IBI	Mladen Pecanac	NA	Mladen.Pecanac@IBIGroup.com

DRAWING INDEX - DOCUMENTATION

ARCHITECTURAL

→ A-0.000	COVER SHEET	NTS	
→ A-0.010	PROJECT STATISTICS	NTS	
→ A-0.020	ZONING OCP	NTS	
→ A-0.030	SITE CONTEXT	NTS	
→ A-0.040	CONTEXT PLAN	NTS	
→ A-0.050	CONCEPT IMAGES	NTS	
→ A-0.080	PERSPECTIVE	NTS	
→ A-0.081	PERSPECTIVE	NTS	
→ A-0.082	PERSPECTIVE	NTS	
→ A-0.100	SURVEY (REFERENCE)	NTS	
→ A-1.000	SITE PLAN	1/8"	
→ A-2.001	PARKING P2	1/8"	
→ A-2.002	PARKING P1	1/8"	
→ A-2.010	1ST FLOOR	1/8"	
→ A-2.020	2ND FLOOR	1/8"	
→ A-2.030	3RD FLOOR	1/8"	
→ A-2.040	4TH FLOOR	1/8"	
→ A-2.050	5TH FLOOR	1/8"	
→ A-2.060	ROOF PLAN	1/8"	
→ A-3.001	ADAPTABLE UNITS DESIGN GUIDELINES	NTS	
→ A-3.002	UNIT PLANS ADAPTABLE	1/4"	
→ A-4.001	E 4TH ST - NE ELEVATION	1/8"	
→ A-4.002	SE ELEVATION	1/8"	
→ A-4.003	LANE - SW ELEVATION	1/8"	
→ A-4.004	NW ELEVATION	1/8"	
→ A-5.000	N/S SITE SECTION	1/8"	
→ A-5.001	E/W SITE SECTION	1/8"	
→ A-8.010	MATERIALS FINISHES	NTS	
→ A-8.500	SHADOW STUDY	NTS	
→ A-8.501	SHADOW STUDY	NTS	
→ A-9.001	AREA OVERLAYS PARKING P2	1/8"	
→ A-9.002	AREA OVERLAYS PARKING P1	1/8"	
→ A-9.010	AREA OVERLAYS 1ST FLOOR	1/8"	
→ A-9.020	AREA OVERLAYS 2ND FLOOR	1/8"	
→ A-9.030	AREA OVERLAYS 3RD FLOOR	1/8"	
→ A-9.040	AREA OVERLAYS 4TH FLOOR	1/8"	
→ A-9.050	AREA OVERLAYS 5TH FLOOR	1/8"	
→ A-9.060	AREA OVERLAYS ROOF DECK	1/8"	

Total → 38



[ARCHITECT SEAL]

[CLIENT]

THREE SHORES  
DEVELOPMENT

[PROJECT]

EAST 4TH ST.

145-153 E 4th St  
North Vancouver, BC

[TITLE]

COVER PAGE

19487 [PROJECT]

Not To Scale [SCALE]

2020-08-07 [DATE]

ISSUE 03 - RZ/DP APP [ISSUE]

[DRAWING]

A-0.000

RENTAL HOUSING DEVELOPMENT  
145 - 153 EAST 4TH STREET | NORTH VANCOUVER | BC | REZONING | DP APPLICATION



Project Name: 145-153 E4th St, North Vancouver, BC  
Client: Three Shores Development

Project: 19487  
Date: **August 7/ 2020**  
Issue: RZ Application

**PROJECT DATA - RZ APP.** 5-STOREY PURPOSE BUILT RENTAL BUILDING

**EXISTING ADDRESS** 145-153 E 4th St, North Vancouver, BC  
**PROPOSED ADDRESS** TBD  
**LEGAL DESCRIPTION**

**PROJECT ARCHITECT**  
**PROJECT OWNER**  
**OCF LAND USE DESIGNATION** Residential Level 5: Medium Density Apartment R5  
**EXISTING ZONING** RM-1  
**PROPOSED ZONING** CD

<b>SITE AREA :</b>				
Gross Site Area		17,284	sq.ft.	1,605.73 m2
Road Dedications	TBC	-	sq.ft.	- m2
Net Site Area		17,284	sq.ft.	1,605.73 m2
Max FSR (Gross Site Area)	1.60 OCP Density	27,654	sq.ft.	2,569.16 m2
Max Bonus FSR	1.00 With Public Benefits			
Max FSR (Gross Site Area)	<b>2.60 Purpose Built Rental Housing</b>	<b>44,938</b>	<b>sq.ft.</b>	<b>4,174.9 m2</b>
Total Proposed Gross Floor Area		47,124	sq.ft.	4,377.9 m2
Total Proposed Exclusions		2,623	sq.ft.	243.7 m2
<b>Proposed FSR (Gross site area)</b>	<b>2.57</b>	<b>44,500</b>	<b>sq.ft.</b>	<b>4,134.2 m2</b>
Max. Site Coverage	50%	8,642.02	sq.ft.	802.86 m2
<b>Lot Coverage</b>	<b>53%</b>	<b>9,181</b>	<b>sq.ft.</b>	<b>852.89 m2</b>

UNIT SUMMARY:														
Unit Type	AD Level	1st	2nd	3rd	4th	5th	Roof / Amenity	Total	Average sqft / unit	Total Unit Area (sqft)	AD	Total Unit Area (m2)	%	Unit Mix
A1 - Studio		1	1	1	1	1	0	5	374.5	1,872.7		174.0	7.2%	29%
A2 - Studio		1	2	2	2	2	0	9	407.2	3,665.0		340.5	13.0%	
A3 - Studio		1	1	1	1	1	0	5	465.0	2,325.0		216.0	7.2%	
A4 - Studio		1						1	395.5	395.5		36.7	1.4%	
B1 - 1Bed	AD L-2	2	3	3	3	3	0	14	540.0	7,560.0		702.3	20.3%	42.0%
B2 - 1Bed		2	2	2	2	2	0	10	474.4	4,743.90		440.7	14.5%	
B3 - 1Bed	AD L-2	1	1	1	1	1	0	5	521.3	2,606.40		242.1	7.2%	
C1 - 2Bed		2	2	2	2	2	0	10	762.5	7,624.60		708.3	14.5%	1 Bed
D1 - 3Bed		2	2	2	2	2	0	10	952.7	9,526.8		885.1	14.5%	2 Bed
														3 Bed
<b>Total</b>		<b>13</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>0</b>	<b>69</b>		<b>40,320</b>		<b>3,745.8</b>	<b>100.0%</b>	<b>100%</b>

FSR CALCULATION:										
Exclusion Summary	Min.	No Units	Stair 01	Area HRV			per Unit	Total Exclusions		Comments
Access to Outdoor Amenity-Roof Level								333.78	sq.ft.	31.01 m2 Active Design Guidelines
Access to Indoor Amenity-P1 Level								152.92	sq.ft.	14.21 m2 Active Design Guidelines
Adaptable Units Level 2 ( 20 sf / unit )	17	19					20.0	380.00	sq.ft.	35.30 m2 25.0% Units AD Level 2
Indoor Amenity min 2% / 15sf unit	1,035	69					19.5	1345.98	sq.ft.	125.09 m2 Min 15 SF / Unit
Ground Floor Elevator								73.33	sq.ft.	6.82 m3
P1 Bike Amenity								337.41	sq.ft.	31.36 m4
Stairs (Active Design) - 8% max								0.00	sq.ft.	0.00 m2 0.0% (Floor 1-5)
Total Exclusions From FSR								2,623.4	sq.ft.	243.72 m2

Gross Floor Area	Unit Area	Common Area	Total GFA	Efficiency L1 - L6
Gross Area - P2	0.00 sq.ft.	0.00 sq.ft.	0.00 sq.ft.	- m2
Gross Area - P1	0.00 sq.ft.	337.41 sq.ft.	337.41 sq.ft.	31 m2
Gross Area - 1st Floor	7,622.94 sq.ft.	1,557.59 sq.ft.	9,180.53 sq.ft.	853 m2
Gross Area - 2nd Floor	8,176.64 sq.ft.	908.76 sq.ft.	9,085.40 sq.ft.	844 m2
Gross Area - 3rd Floor	8,176.64 sq.ft.	908.76 sq.ft.	9,085.40 sq.ft.	844 m2
Gross Area - 4th Floor	8,176.64 sq.ft.	908.76 sq.ft.	9,085.40 sq.ft.	844 m2
Gross Area - 5th Floor	8,176.64 sq.ft.	908.76 sq.ft.	9,085.40 sq.ft.	844 m2
Gross Area - Roof Level (Amenity)	0.00 sq.ft.	1,015.16 sq.ft.	1,264.36 sq.ft.	117 m2
<b>Total Gross Area</b>	<b>40,330 sq.ft.</b>		<b>47,123.9 sq.ft.</b>	<b>4,378 m2</b>
				<b>Overall: 86.2%</b>

PARKING SPACES:				
Minimum Parking Required	69 units @	0.60 space/unit	41 spaces	
Visitor Parking Required	69 units @	0.10 space/unit	7 spaces	inclusive of required parking
Parking Reduction	0%		0.0 spaces	
Total Parking Required			48 spaces	
<b>Total Parking Provided</b>			<b>52 spaces</b>	
Disabled Parking Required:			2 spaces	inclusive of required parking
Level 1 - Adapatable Units			0 spaces	
Level 2 / 3 - Adapatable Units	17 10		2 spaces	
<b>Disabled Parking Provided:</b>			<b>2 space</b>	<b>inclusive of required parking</b>
Max. Small Cars	35% of required spaces		18 spaces max	
<b>Provided Small Cars</b>	<b>35% of provided spaces</b>		<b>18 spaces</b>	

BICYCLE SPACES:				
Required Secure Bicycle Parking	69 units	1.5 spaces/unit	104 spaces	long term
<b>Provided Secure Bicycle Parking</b>	<b>69 units</b>	<b>1.9 spaces/unit</b>	<b>129 spaces</b>	long term
Max vertical parking Spaces		35% max	36 spaces	long term
Required Short Term Bicycle Parking			6 spaces	short term
<b>Provided Short Term Bicycle Parking</b>			<b>6 spaces</b>	short term
Parkade not to exceed 1m (3.3 ft.) above average finished grade along perimeter of structure			DOES NOT COMPLY	
			135 spaces	total bicycle spaces provided

Note 1: Final areas, allowable parking ratios, and parking count to be confirmed  
Note 2: All areas are approximate and are for zoning purposes only  
Note 3: Net & gross unit areas are measured to the center of partywalls and to the exterior of sheathing of exterior walls  
Note 4: Dedications and setbacks subject to City of North Vancouver approval

**Proposal Summary:** 145-153 E 4th St, North Vancouver, BC

**Design Rational**

The development sits within the Residential level 5 OCP designation. Located within close proximity to the lower Lonsdale core, the site is within a 5 min walk of Lonsdale and a 10 min walk of the Lonsdale Quay.

A challenge with the location of this site is its adjacency to a heritage residential house, and the steep grade change from E. 4th to the lane. The "Wheeler House" was built in 1914 and fronts E. 4th Street, south east of this proposed development, with register ranking B. The grade change from E. 4th to the lane is 3.89m (12' 9½"), which creates a unique and challenging site condition. The building responds to these challenges by firstly offsetting the parkade concrete structure from the property line, creating a semi public pathway that connects the street to the lane. This forms a soft landscape buffer between the heritage site and proposed development. Using the amenity space at the parkade level, we are activating the lane by creating a functional gym space and a design that breaks up the parkade and transitions the architectural language into the residential storeys above, with its accented horizontal features.

The proposed development will be a purpose-built rental, providing a range of unit types from studios to 3 bedrooms units contained within 5 residential floors plus a rooftop indoor/outdoor amenity space. The landscape is designed to maximize privacy from adjacent sites and E.4th using privacy hedges. We are limiting the footprint of the 6th floor to common amenity only in order to reduce the height impact around the existing area. All design decisions were filtered first to optimize views to the northern mountains, and views south to the city.

The design vision reflects the West Coast contemporary architecture synonymous with Integra Architecture. The use of planar and mass elements, accented natural materials, and transparency to connect indoor to outdoor spaces help ground this building in the West Coast style.

PROJECT SUMMARY:					
ZONING EXISTING	REQUIRED / PERMITTED		PROPOSED		VARIANCE
OCF LAND USE DESIGNATION - Medium Density Apartment R5	RM - 1		CD (RM-2)		
SITE AREA	17,284 sq.ft.	1,606 m2	17,284 sq.ft.	1,606 m2	NO
UNIT NUMBER	not specified	not specified	69		NO
OCF DENSITY ( /w/ exclusions ) Purpose Built Rental Housing	1.6 + 1.0 FSR	4,175 m2	2.57 FSR	4,134 m2	NO
SITE COVERAGE	50%	803 m2	53%	853 m2	YES
BUILDING HEIGHT - Storeys ( OCP Schedule 1)	6 Storeys (59.0 - 62.3 ft)		6 Storeys		NO
BUILDING HEIGHT - Measured from Average Grade	59.0 - 62.3 ft	18-19 m	67.5 ft	20.56 m	YES

Average Finished Grade -	144.4 ft	44.00 m geodetic			
Geodetic Max. Allowed Height - 19 m	206.7 ft	63.00 m geodetic	0.0 ft	0.0 m	
Proposed Elevation - TOR Access to Outdoor Amenity			201.7 ft	61.5 m	NO
Building Height from Average Grade - TOR Access to Outdoor Amenity			57.4 ft	17.5 m	NO
FRONT YARD (E. 4th St)	20.00 ft	6.10 m	10.00 ft	3.05 m	NO
REAR YARD - EAST (Lane)	20.00 ft	6.10 m	12.00 ft	3.66 m	NO
INTERIOR SIDE YARD (South PL)	15.00 ft	4.57 m	12.00 ft	3.66 m	NO
PARKING SPACES Rental Housing	0.60 space/ unit	48 spaces		52 spaces	NO
EV CHARGING STATIONS All Residential Parking Spaces	47 spaces	47 spaces		47 spaces	NO
BICYCLE SPACES	1.50 space/ unit	104 Class A		129 Class A	NO
		6 Class B		6 Class B	NO

OPEN BALCONY AREA Excl. Open Appendages 8% GFA	3,769.9 sq.ft.	350.23 m2	4,703.6 sq.ft.	437.0 m2	10.0%	YES
Increased Percent Area Exclusion - Balconies as Sunshading up to 12%	5,654.9 sq.ft.					
OUTDOOR AMENITY AREA			2558.96 sq.ft.	237.7 m2		
Garden Plots Active Design Guidelines 2.2 m2 / 4 units	414.0 sq.ft.	38.0 m2	660.3 sq.ft.	61.3 m2		NO

PARKING DIMENSIONS	Width		Length		Height	
(no column encroachments)	m	ft.	m	ft.	m	ft.
Standard Cars	2.500	8.20	5.486	18.00	2.134	7.00
Small Cars	2.500	8.20	4.650	15.26	2.134	7.00
Disabled Parking	4.000	13.12	5.486	18.00	2.134	7.00
Additional width at walls	0.305	1.00				

MINIMUM AISLE	90 degrees		60 degrees		45 degrees	
	m	ft.	m	ft.	m	ft.
One-Way Traffic	6.700	21.98	5.280	17.32	3.860	12.66
Two-Way Traffic	6.700	21.98	6.096	20.00	6.096	20.00

**GARBAGE (WEEKLY):**

Multi-Family Residential	no. of units	Est. volume/unit	Total Volume	Container capacity	
Garbage	69 units	95 L	6555 L	2294 L (3 cu.yd.)	3 serviced twice/wk
NSRP Newsprints	69 units	8.5 L	587 L	360 L (95 gal)	2
NSRP Mixed Papers	69 units	15 L	1035 L	360 L (95 gal)	3
NSRP Mixed Containers	69 units	9 L	621 L	360 L (95 gal)	2
Cardboard	69 units	30 L	2070 L	1529 L (2 cu.yd.)	1
Food Scraps	69 units	14 L	966 L	240 L (64 gal)	4

Multi-Family Residential	no. of units	Space/unit	Total Space	
Minimum space required	69 units	0.486 m2	33.5 m2	360.96 sq.ft. Min11 m2
Max additional space required	69 units	0.486 m2	34 m2	
Max total space required	69 units	0.972 m2	67 m2	

Space proposed	69 units	0.972 m2	67 m2	351.5 sq.ft.
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**THREE SHORES  
DEVELOPMENT**

[PROJECT]

**EAST 4TH ST.**

145-153 E 4th St  
North Vancouver, BC

[TITLE]

**PROJECT  
STATISTICS**

19487

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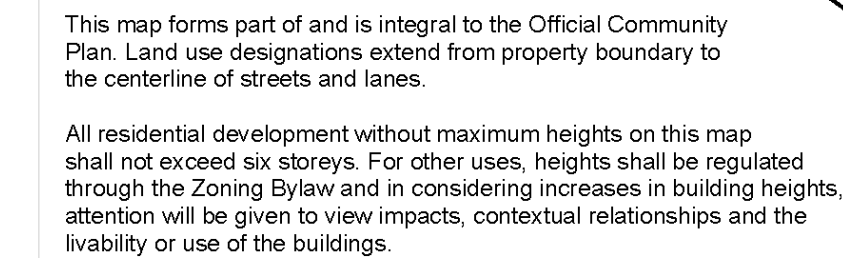
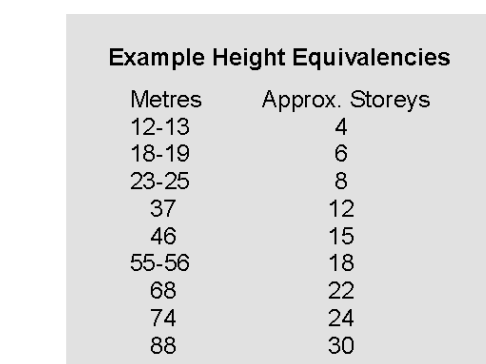
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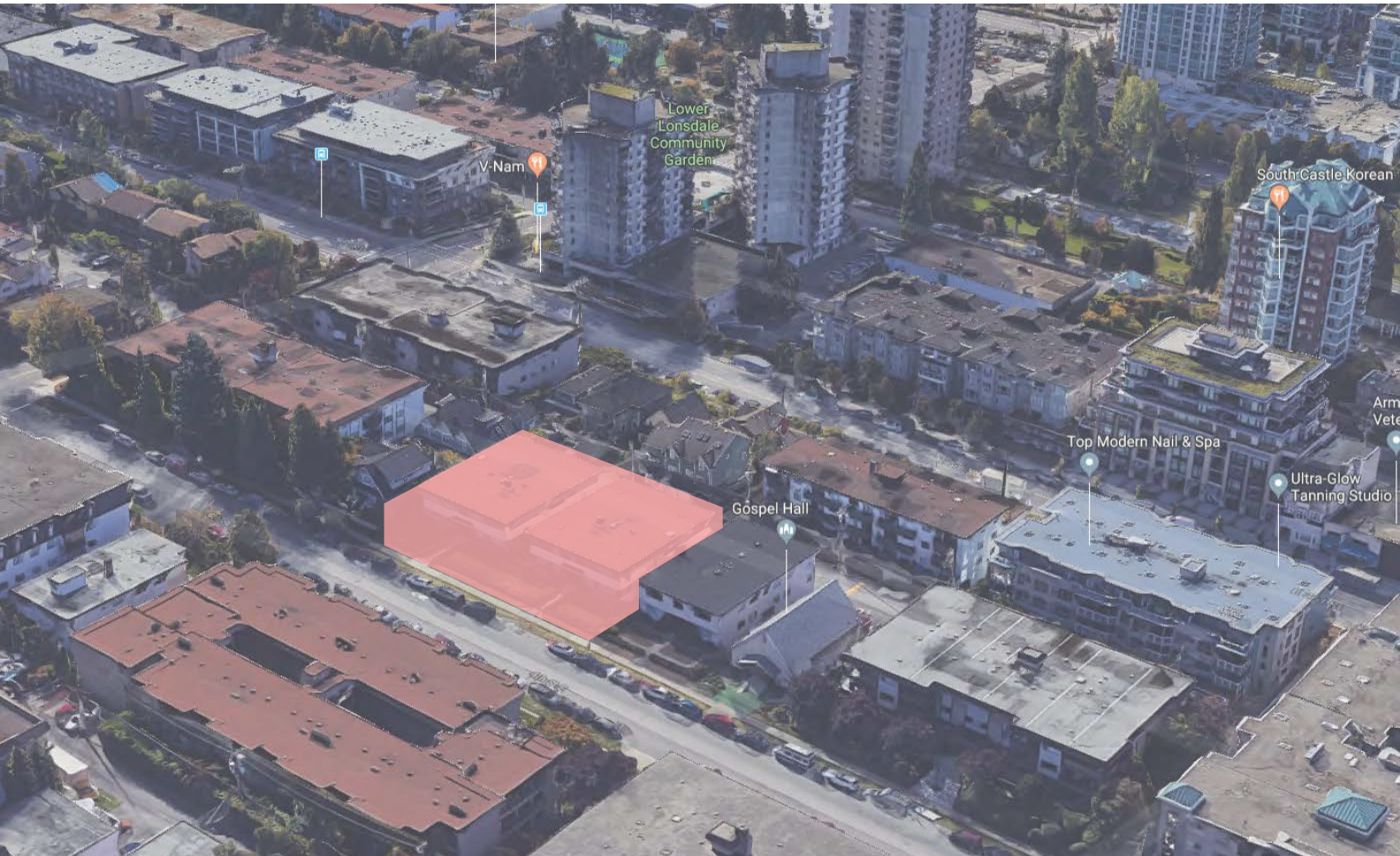
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- 2018 DENSITY BONUS AND COMMUNITY BENEFITS POLICY
- ACTIVE DESIGN GUIDELINES
- ADAPTABLE DESIGN GUIDELINES
- SUSTAINABLE DESIGN GUIDELINES
- CPTD PRINCIPLES

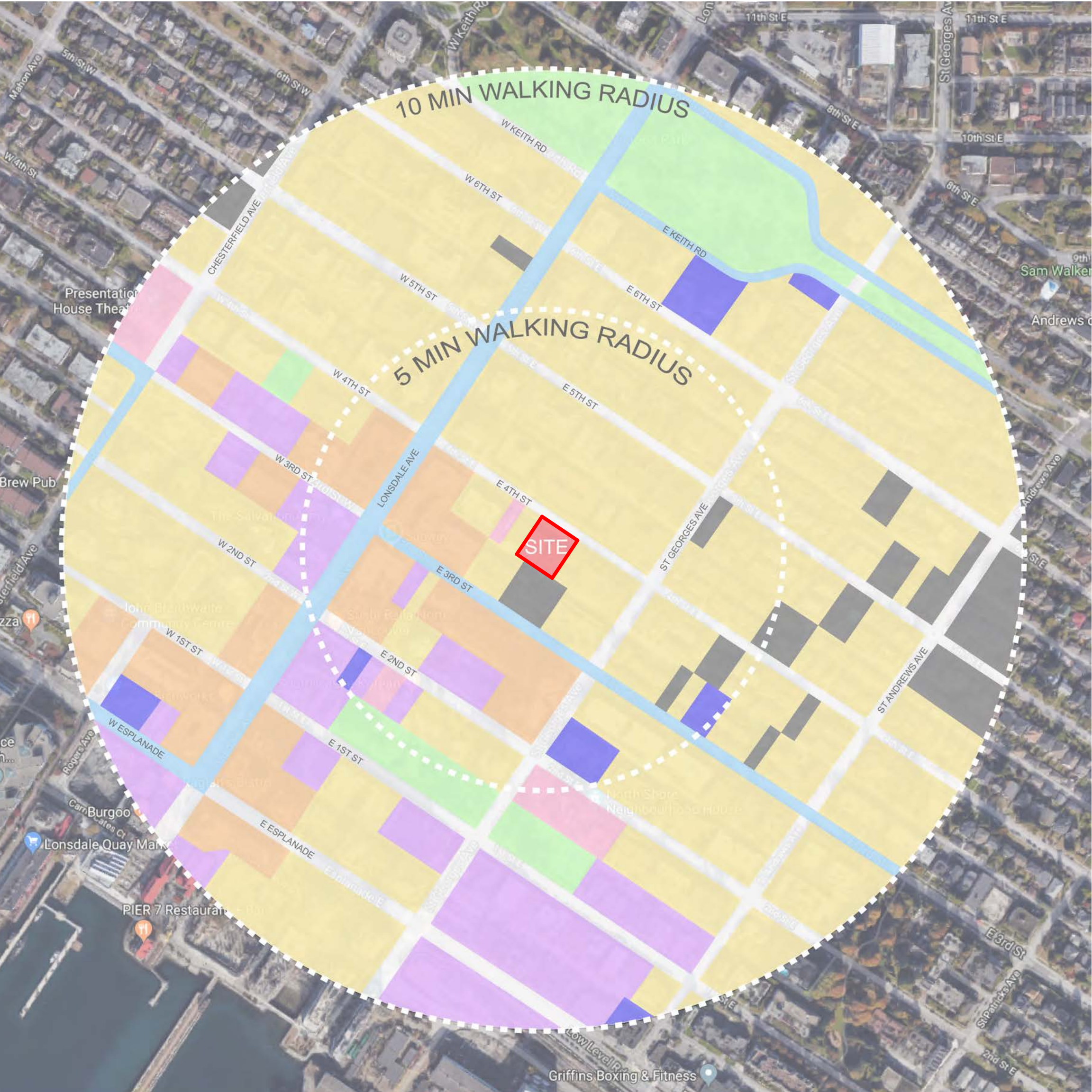




3D Aerial View Looking South East



3D Aerial View Looking North West



- |  |  |
|--|--|
| <span style="color: green;">■</span> PARKS                 | <span style="color: purple;">■</span> COMMERCIAL               |
| <span style="color: blue;">■</span> TRANSIT ROUTE          | <span style="color: orange;">■</span> MIXED-USE                |
| <span style="color: purple;">■</span> REZONING APPLICATION | <span style="color: yellow;">■</span> MULTI-FAMILY RESIDENTIAL |
| <span style="color: pink;">■</span> COMMUNITY BUILDINGS    | <span style="color: grey;">■</span> SINGLE-FAMILY RESIDENTIAL  |



View of Site from Lane



View Along Lane looking East



Elevation along E 4th St



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## SITE CONTEXT

[PROJECT]

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## CONTEXT PLAN

[PROJECT]

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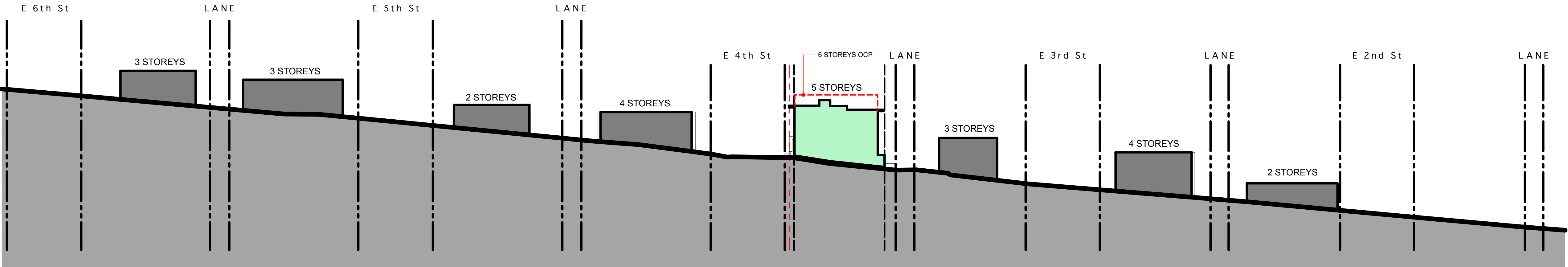
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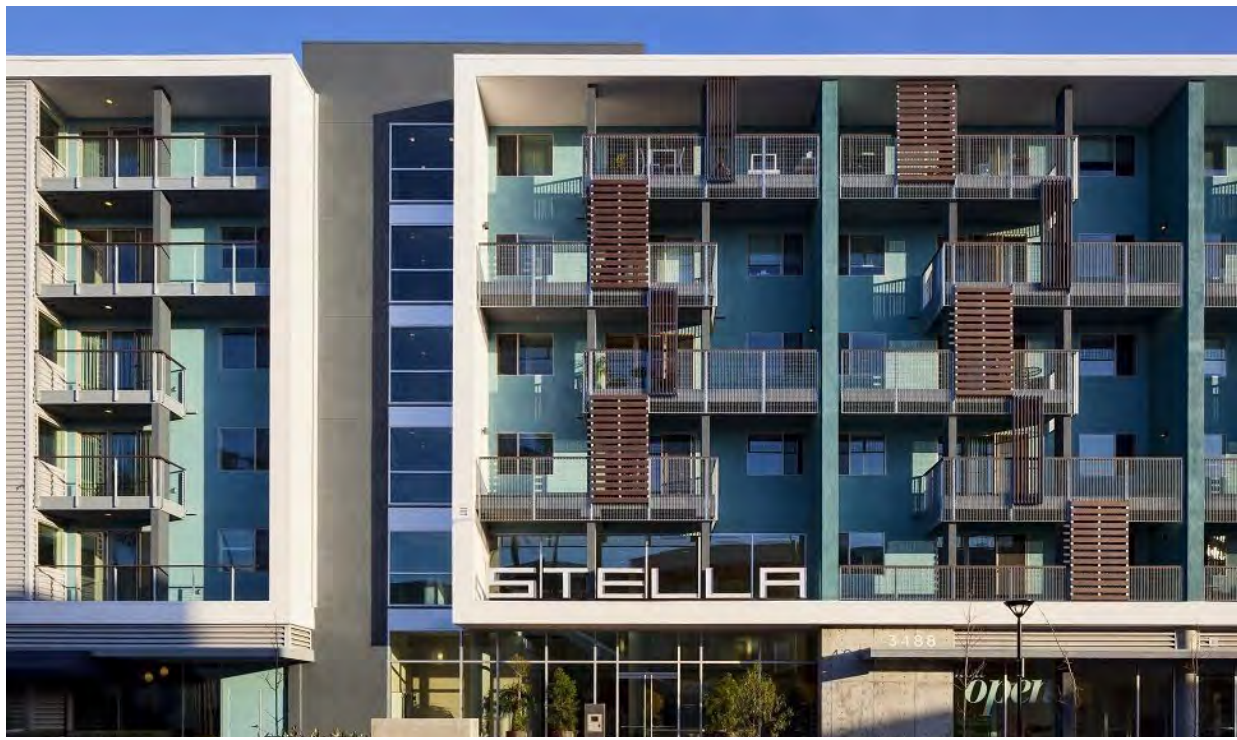
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PRECEDENT IMAGES



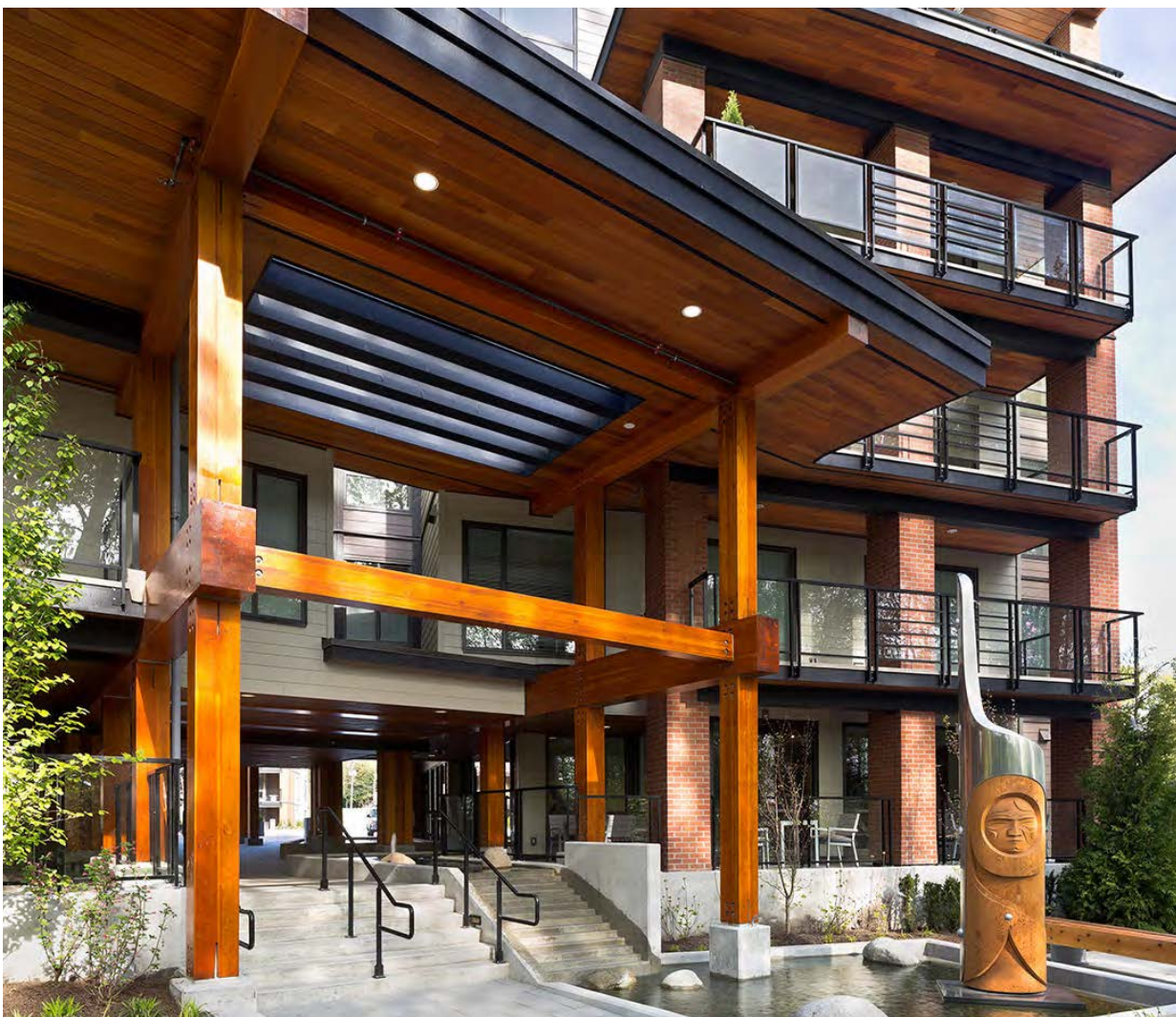
APARTMENT CHARACTER

West Coast contemporary  
Natural brick, natural cedar feature walls & overhangs/soffits  
Painted wall panels with metal reveals, glass & metal railings  
Sustainable urban living  
Modern, efficient, open floor layouts



ROOF DECKS & BALCONIES

Indoor/outdoor living  
West Coast lanais  
View opportunities



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**CONCEPT  
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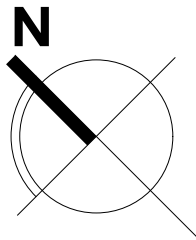


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SURVEY  
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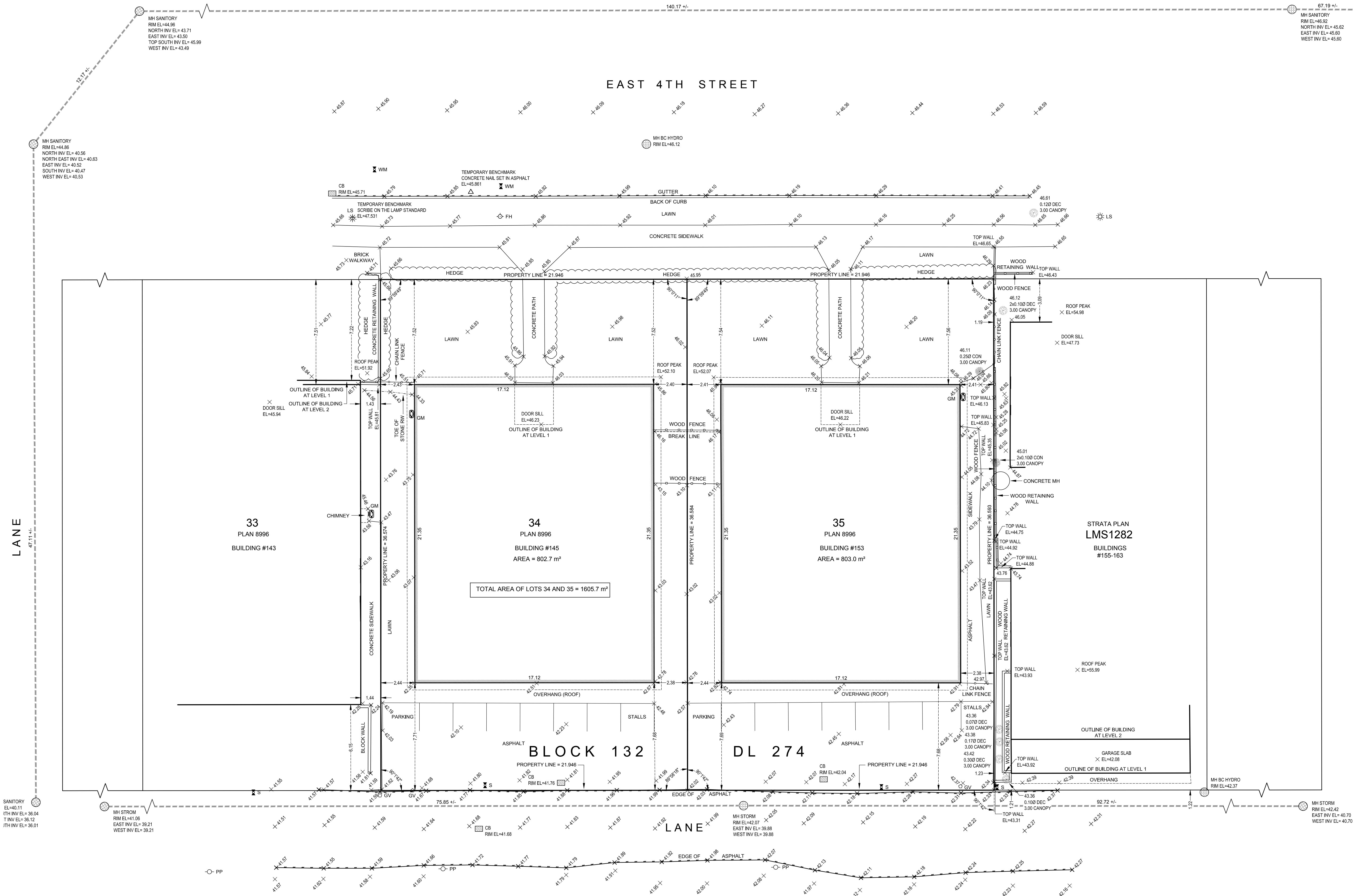
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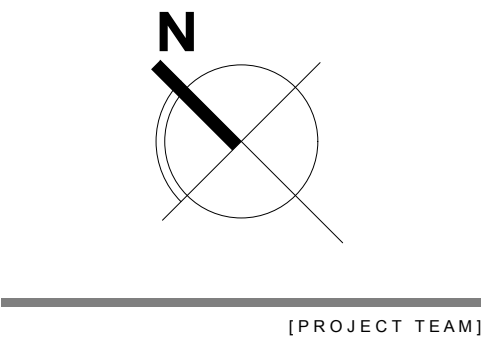




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**SITE PLAN**

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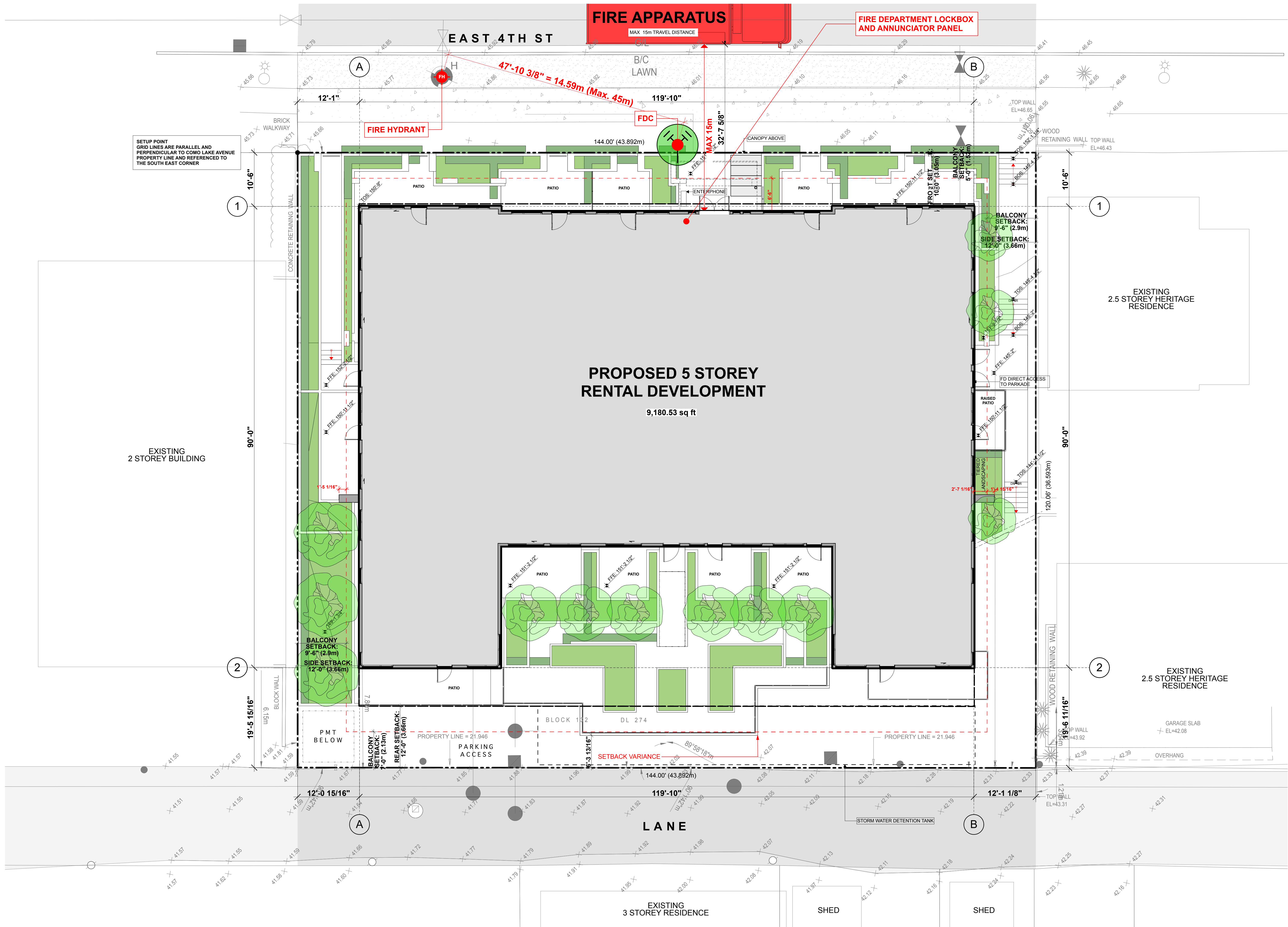
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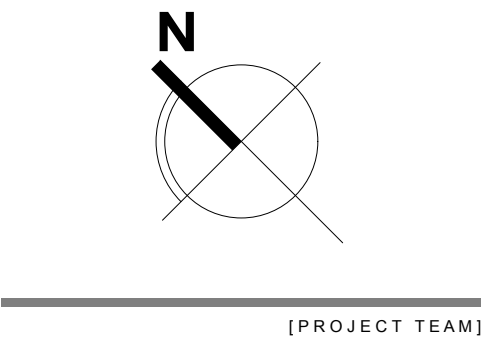


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**EAST 4TH ST.**

145-153 E 4th St  
North Vancouver, BC

[TITLE]

**PARKING P2**

19487 [PROJECT]

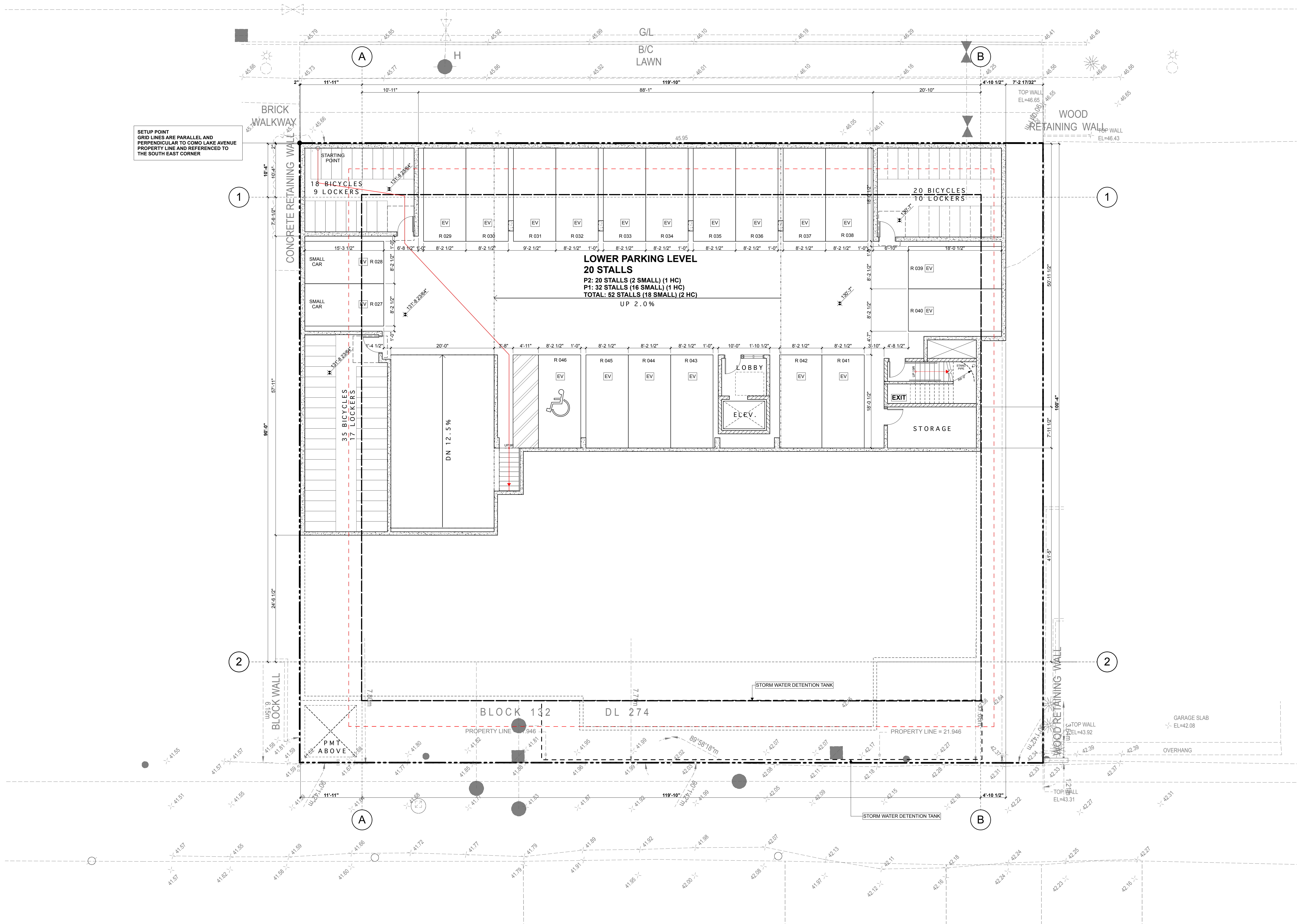
1/8" = 1'-0" [SCALE]

2020-08-07 [DATE]

ISSUE 03 - RZ/DP APP [ISSUE]

[DRAWING]

**A-2.001**





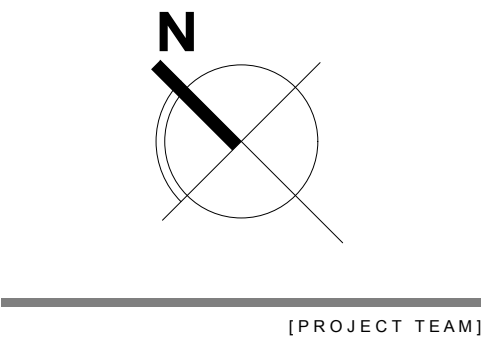


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[CLIENT]

**THREE SHORES DEVELOPMENT**

[PROJECT]

**EAST 4TH ST.**

145-153 E 4th St  
North Vancouver, BC

[TITLE]

**PARKING P1**

[PROJECT]

**19487**

[SCALE]

**1/8" = 1'-0"**

[DATE]

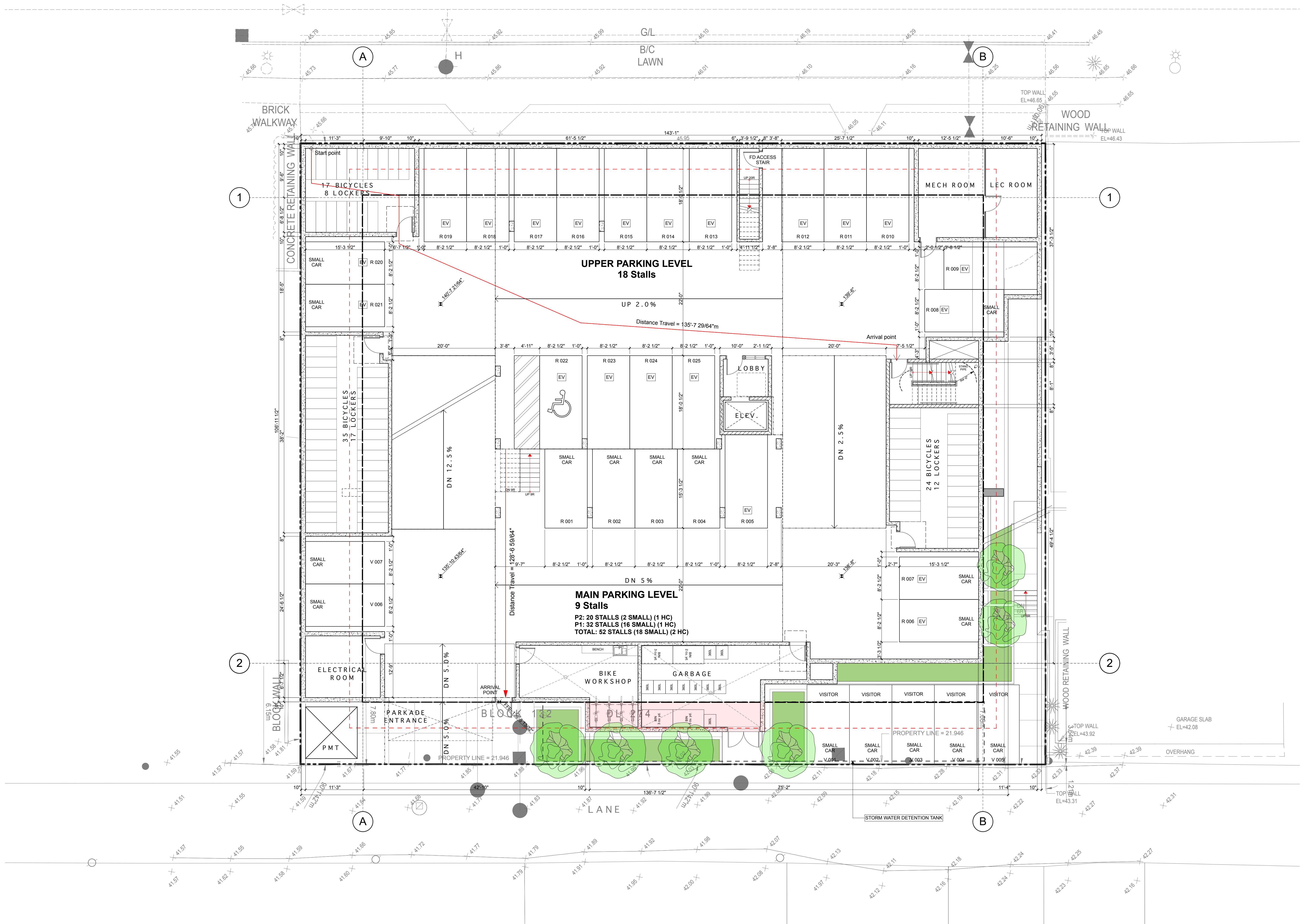
**2020-08-07**

[ISSUE]

**ISSUE 03 - RZ/DP APP**

[DRAWING]

**A-2.002**







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PROJECT TEAM)

ARCHITECT SEAL]

CLIENT)

### THREE SHORES DEVELOPMENT

PROJECT]

EAST 4TH ST.

45-153 E 4th St  
North Vancouver, BC

( TITLE )

## 1ST FLOOR

OBJECT ]

9487 [PROJECT]

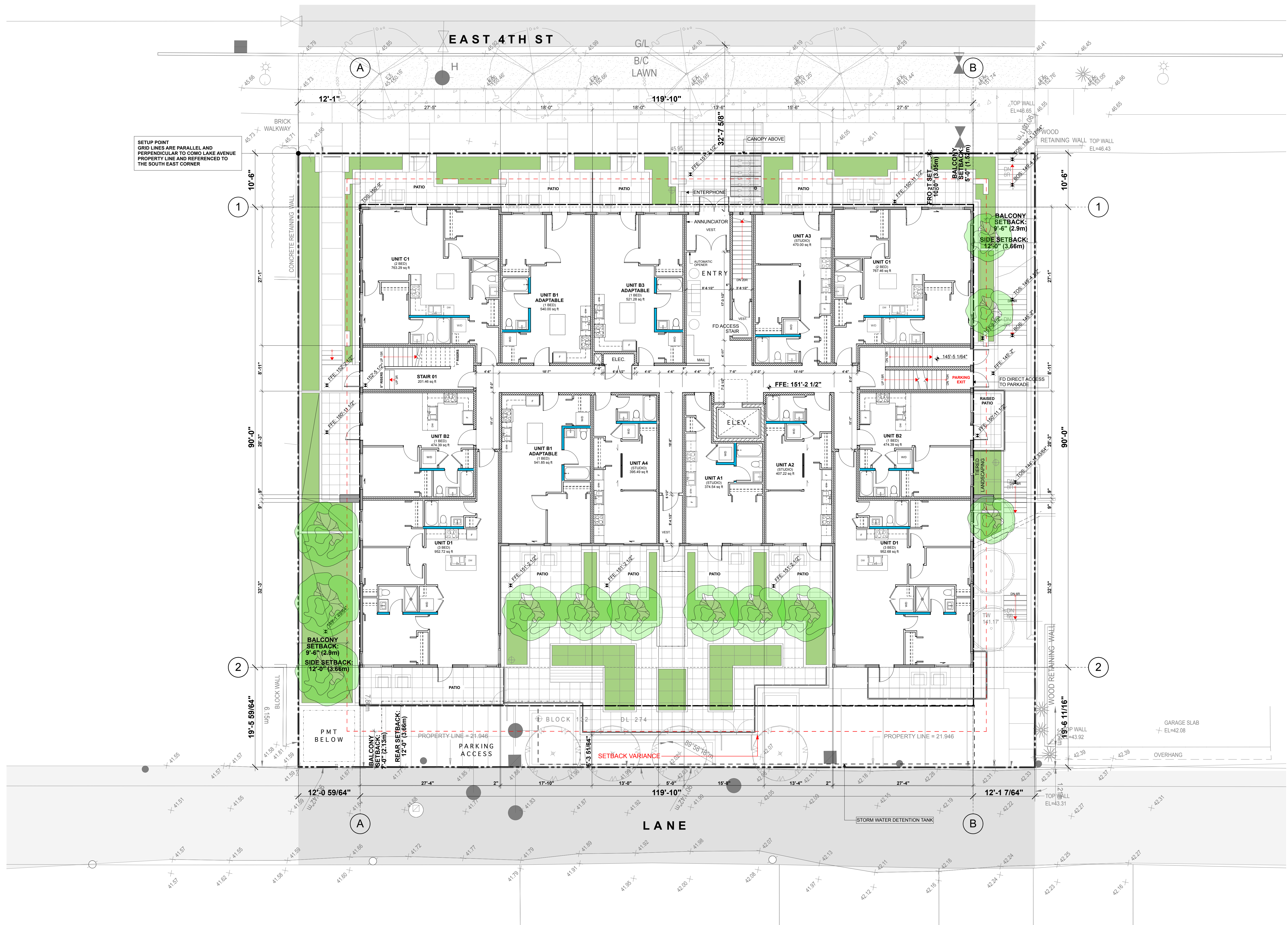
SCALE)

2020-08-07 [DATE]

[ISSUE]

AWING]

## A-2.010





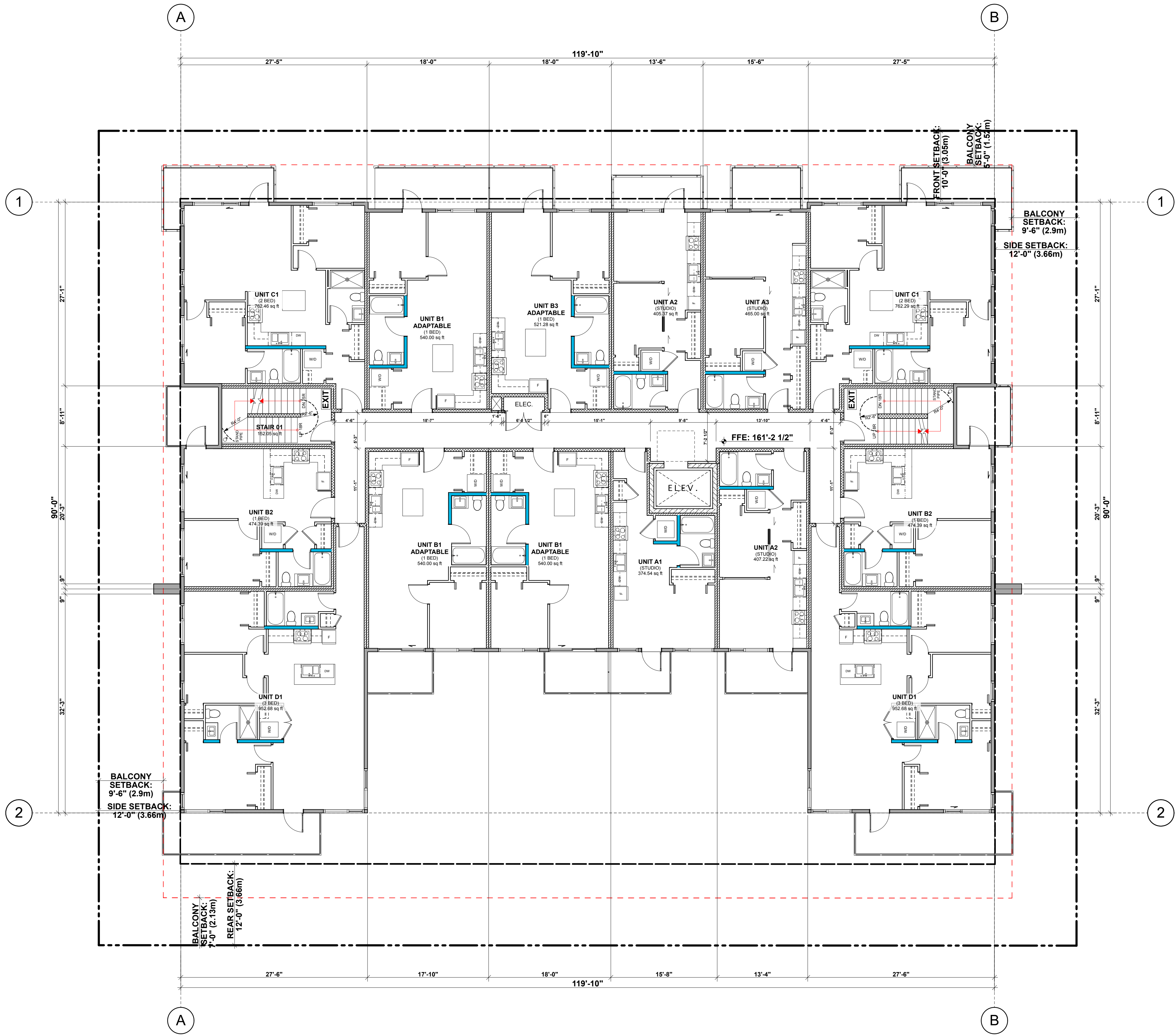
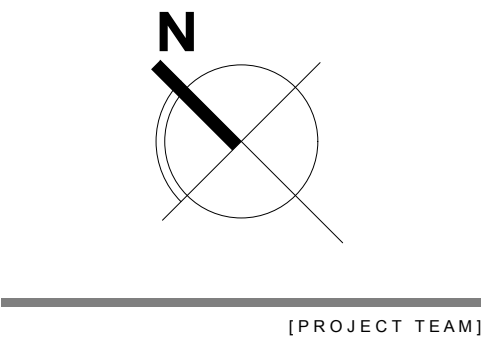


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**THREE SHORES  
DEVELOPMENT**

[PROJECT]

**EAST 4TH ST.**

145-153 E 4th St  
North Vancouver, BC

[TITLE]

**2ND FLOOR**

19487 [PROJECT]

1/8" = 1'-0" [SCALE]

2020-08-07 [DATE]

ISSUE 03 - RZ/DP APP [ISSUE]

[DRAWING]

**A-2.020**

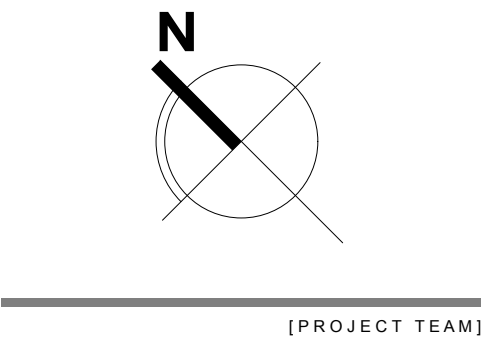


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**THREE SHORES  
DEVELOPMENT**

[PROJECT]

**EAST 4TH ST.**

145-153 E 4th St  
North Vancouver, BC

[TITLE]

**3RD FLOOR**

19487 [PROJECT]

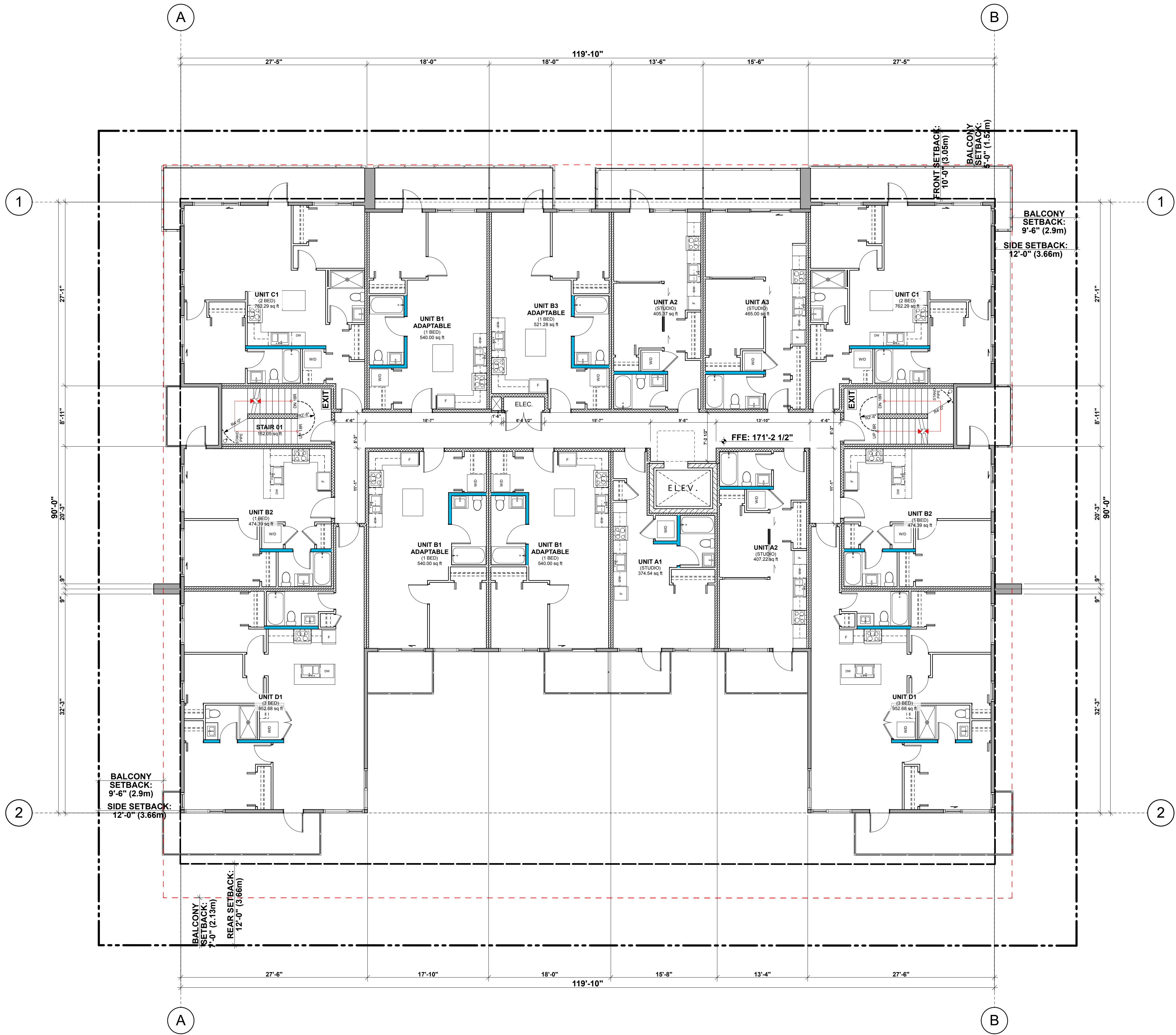
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2020-08-07 [DATE]

ISSUE 03 - RZ/DP APP [ISSUE]

[DRAWING]

**A-2.030**



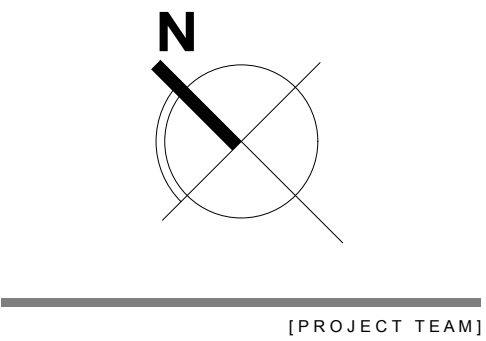


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**THREE SHORES  
DEVELOPMENT**

[PROJECT]

**EAST 4TH ST.**

145-153 E 4th St  
North Vancouver, BC

[TITLE]

**4TH FLOOR**

19487 [PROJECT]

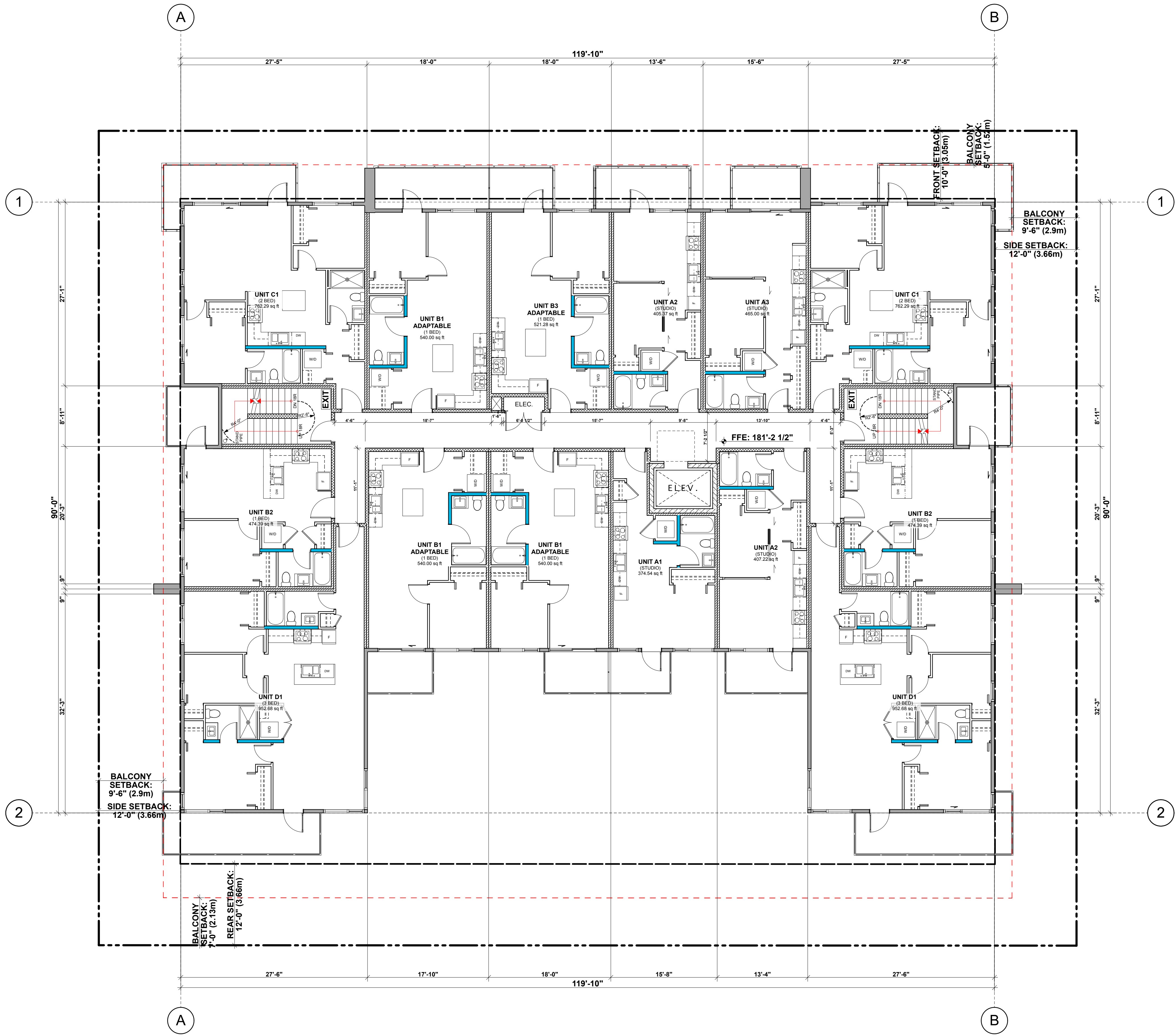
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2020-08-07 [DATE]

ISSUE 03 - RZ/DP APP [ISSUE]

[DRAWING]

**A-2.040**





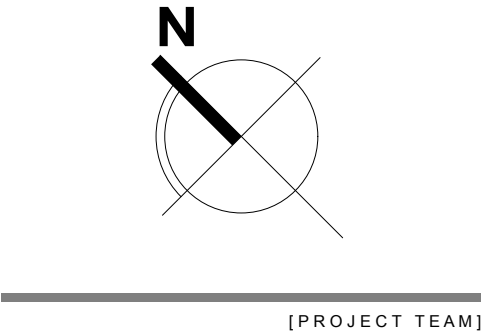


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**THREE SHORES  
DEVELOPMENT**

[PROJECT]

**EAST 4TH ST.**

145-153 E 4th St  
North Vancouver, BC

[TITLE]

**5TH FLOOR**

[PROJECT]

**19487**

[SCALE]

**1/8" = 1'-0"**

[DATE]

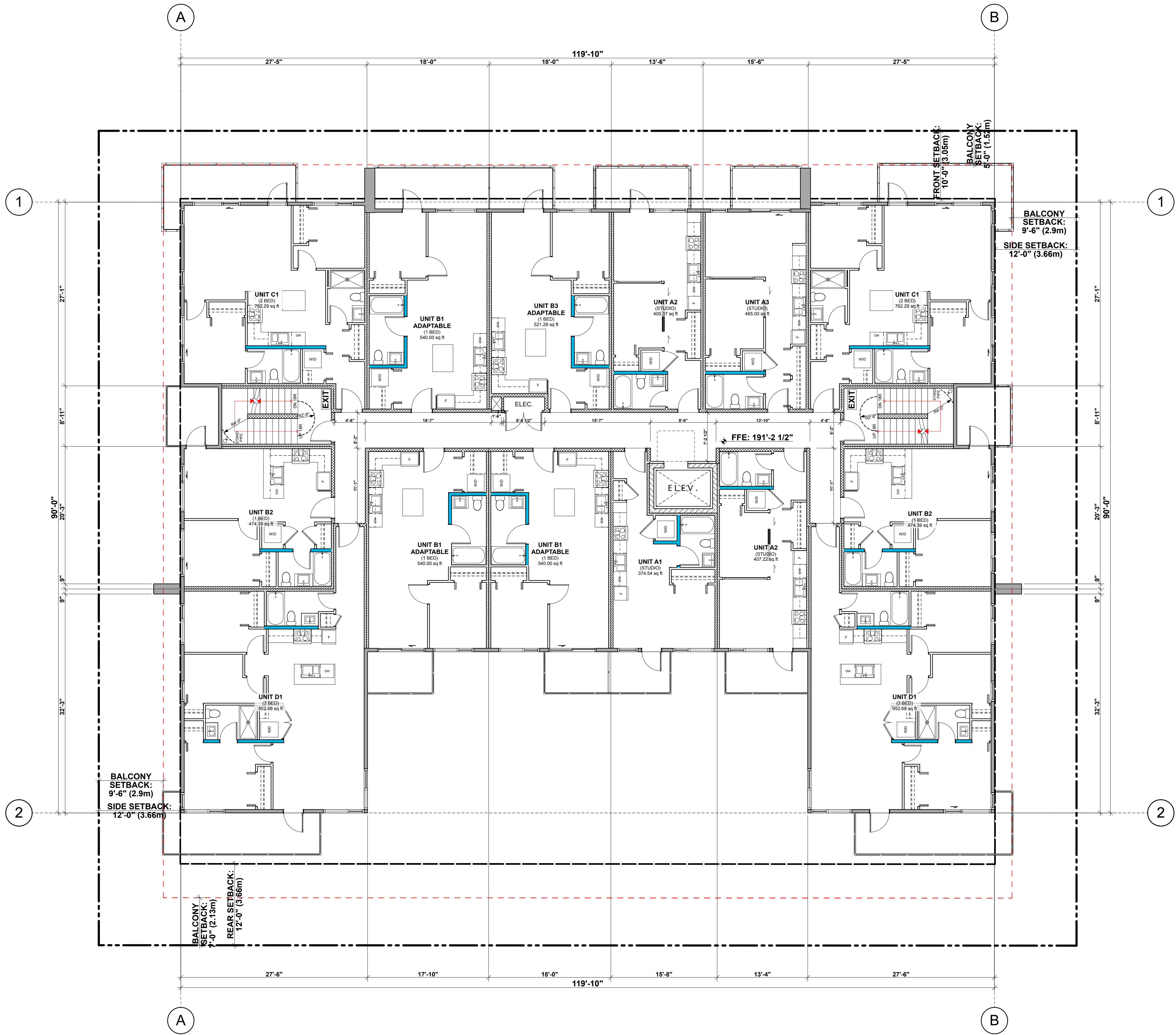
**2020-08-07**

[ISSUE]

**ISSUE 03 - RZ/DP APP**

[DRAWING]

**A-2.050**





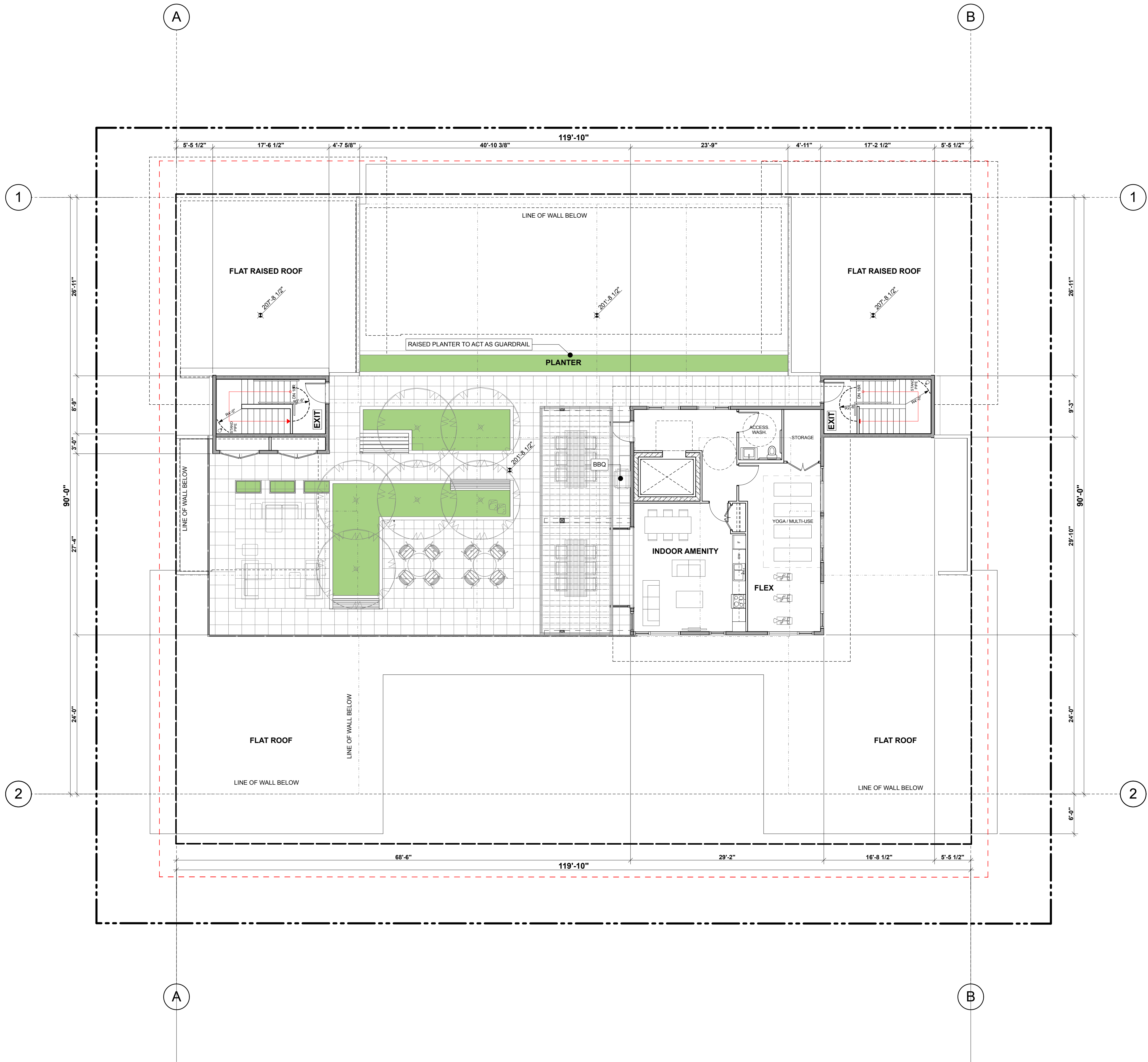
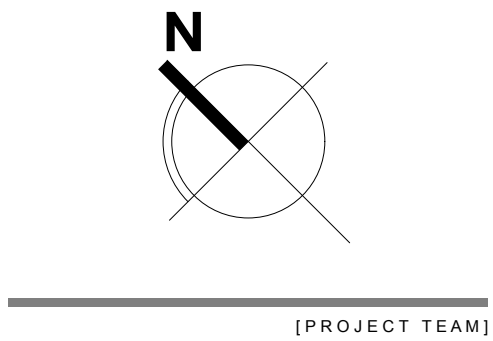


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**THREE SHORES  
DEVELOPMENT**

[PROJECT]

**EAST 4TH ST.**

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North Vancouver, BC

[TITLE]

**ROOF LEVEL**

19487 [PROJECT]

1/8" = 1'-0" [SCALE]

2020-08-07 [DATE]

ISSUE 03 - RZ/DP APP [ISSUE]

[DRAWING]

**A-2.060**



ADAPTABLE DESIGN GUIDELINES

DESIGN ELEMENTS

City of North Vancouver Zoning Bylaw, 1995, No. 6700 Amendment Bylaw No. 2005, No. 7721 - Figure 5 - 1

	LEVEL ONE	LEVEL TWO	LEVEL THREE
BUILDING ACCESS	Outside stairs – maximum degree of colour contrast on nosing of each stair	Outside stairs – maximum degree of colour contrast on nosing of each stair	Outside stairs – maximum degree of colour contrast on nosing of each stair
BUILDING ACCESS	Curb cuts have tactile and visual cues	Curb cuts have tactile and visual cues	Curb cuts have tactile and visual cues
BUILDING ACCESS	Unobstructed access to main building entrances from street/sidewalks	Unobstructed access to main building entrances from street/sidewalks	Unobstructed access to main building entrances from street/sidewalks
BUILDING ACCESS		Unobstructed internal access: <ul style="list-style-type: none"><li>- from parking levels containing accessible parking (5' or 1520mm corridors; 2' or 610mm clear wall space adjacent to door latch) *</li><li>- garbage and recycling receptacles and storage lockers</li><li>- no stairs within building circulation including corridors on residential levels</li><li>- accessible storage lockers for each unit</li></ul>	Unobstructed internal access: <ul style="list-style-type: none"><li>- from parking levels containing accessible parking (5' or 1520mm corridors; 2' or 610mm clear wall space adjacent to door latch) *</li><li>- garbage and recycling receptacles and storage lockers</li><li>- no stairs within building circulation including corridors on residential levels</li><li>- accessible storage lockers for each Level 3 unit</li></ul>
BUILDING ACCESS	Canopy over main building entrances (3' or 915mm) and enterphone	Canopy over main building entrances (3' or 915mm) and enterphone	Canopy over main building entrances (3' or 915mm) and enterphone
BUILDING ACCESS		Provide automatic door opener for at least one building entry door at ground level as well as doors leading into the building on each underground parkade level where disability parking is provided	Provide automatic door opener for at least one building entry door at ground level as well as doors leading into the building on each underground parkade level where disability parking is provided
BUILDING ACCESS	Disability Parking provided in accordance with Zoning bylaw Figure 9-4 as attached	Disability Parking provided in accordance with Zoning bylaw Figure 9-4 as attached	Disability Parking provided in accordance with Zoning bylaw Figure 9-4 as attached
BUILDING ACCESS		3' or 915mm building and suite entry doors	3' or 915mm building and suite entry doors
BUILDING ACCESS	Flush thresholds throughout the building (maximum ½" or 13mm height)	Flush thresholds throughout the building (maximum ½" or 13mm height)	Flush thresholds throughout the building (maximum ½" or 13mm height)
BUILDING ACCESS	Accessible building enterphone, call buttons and, where provided, suite door bells *	Accessible building enterphone, call buttons and, where provided, suite door bells *	Accessible building enterphone, call buttons and, where provided, suite door bells *

\* Illustrations available  
\*\* Options considered

Design Elements  
July 2005

- 1 of 3-

DESIGN ELEMENTS

2 of 11

ADAPTABLE DESIGN GUIDELINES

FIXTURES AND FINISHES

	LEVEL ONE	LEVEL TWO	LEVEL THREE
BASIC	Easy to read building address numbers (min. 4" or 100mm high in contrasting colours)	Easy to read building address numbers (min. 4" or 100mm high in contrasting colours)	Easy to read building address numbers (min. 4" or 100mm high in contrasting colours)
BASIC	Lighting levels to a minimum of 100 lux outside and inside main building entries and suite entries	Lighting levels to a minimum of 100 lux outside and inside main building entries and suite entries	Lighting levels to a minimum of 100 lux outside and inside main building entries and suite entries
BASIC	No polished finish on building entry flooring (provide flooring samples)	No polished finish on building entry flooring (provide flooring samples)	No polished finish on building entry flooring (provide flooring samples)
BASIC	Except for pocket doors, sliding doors, or doors equipped with openers, lever door handles are required on all doors (provide notation on door schedule)	Except for pocket doors, sliding doors, or doors equipped with openers, lever door handles are required on all doors (provide notation on door schedule)	Except for pocket doors, sliding doors, or doors equipped with openers, lever door handles are required on all doors (provide notation on door schedule)
BASIC	Signage throughout common areas has well contrasted colours	Signage throughout common areas has well contrasted colours	Signage throughout common areas has well contrasted colours
BASIC	Elevators have well contrasted control buttons	Elevators have well contrasted control buttons	Elevators have well contrasted control buttons
CIRCULATION	Slip resistant flooring	Slip resistant flooring	Slip resistant flooring
CIRCULATION	Colour contrasting exit doors	Colour contrasting exit doors	Colour contrasting exit doors
BUILDING MEETING / AMENITY ROOMS		Provide carpet and drapes to absorb sound and decrease echoes	Provide carpet and drapes to absorb sound and decrease echoes
UNIT ENTRIES		Adjustable door closers to reduce force to open door to maximum 22N or 5 lbs.	Adjustable door closers to reduce force to open door to maximum 22N or 5 lbs.
UNIT ENTRIES		Door handle at 40" or 1000mm above the floor, with deadbolts placed immediately above or below	Door handle at 40" or 1000mm above the floor, with deadbolts placed immediately above or below
UNIT ENTRIES			Two door viewers: 3'5" or 1050mm and 5' or 1520mm
UNIT FLOORING		Non-slip flooring in kitchen and minimum one bathroom (provide flooring samples)	Non-slip flooring in kitchen and minimum one bathroom (provide flooring samples)
UNIT FLOORING		High density, low level loop carpet and underlay maximum ½" or 13mm height	High density, low level loop carpet and underlay maximum ½" or 13mm height
PATIOS AND BALCONIES		Outdoor light fixture provided	Outdoor light fixture provided
PATIOS AND BALCONIES		Electrical outlet provided	Electrical outlet provided

\* Illustrations available

- 1 of 3

Fixtures & Finishes  
July 2005

FIXTURES & FINISHES

6 of 11



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3 of 11

COMMON AREAS		Accessible mailboxes for all AD Level 2 units, and 5' or 1520mm turning radius in front *	Accessible mailboxes for all AD Level 3 units, and 5' or 1520mm turning radius in front *
CIRCULATION	Corridors minimum 4' or 1220mm wide (except for service access areas) *	Corridors minimum 4' or 1220mm wide (except for service access areas) *	Corridors minimum 4' or 1220mm wide (except for service access areas) *
CIRCULATION		Provide 5' or 1520mm turning radius inside and outside the entry corridor of each dwelling unit *	Provide 5' or 1520mm turning radius inside and outside the entry corridor of each dwelling unit *
SUITE CIRCULATION		Provide wiring for an automatic door opener for the suite entry door	Provide wiring for an automatic door opener for the suite entry door
SUITE CIRCULATION		Provide 2' or 610mm clear wall space adjacent to door latches where door swings toward user (pocket doors acceptable for bathrooms and bedrooms)*	Provide wiring for an automatic door opener for the suite entry door. Provide 2' or 610mm clear wall space adjacent to door latches where door swings toward user (pocket doors acceptable for bathrooms and bedrooms)*
DOORS		Minimum one bathroom, minimum one bedroom and storage room doors 2'-10" or 860mm clear opening	Minimum one bathroom, minimum one bedroom and storage room doors 2'-10" or 860mm clear opening
PATIOS & BALCONIES		Minimum one door 2' - 10" or 860mm clear door opening	Minimum one door 2' - 10" or 860mm clear door opening
PATIOS & BALCONIES		Minimum one patio or balcony doorsill with maximum ½" or 13mm threshold**	Minimum one patio or balcony doorsill with maximum ½" or 13mm threshold **
PATIOS & BALCONIES		Minimum 5' or 1520mm turning radius on patio / balcony	Minimum 5' or 1520mm turning radius on patio / balcony
WINDOWS		Opening mechanism maximum 46" or 1168mm above floor (provide notation on window schedule)	Opening mechanism maximum 46" or 1168mm above floor (provide notation on window schedule)
WINDOWS		Provide minimum 6'-0" or 1800mm horizontal windows in living room, dining room and minimum one bedroom where sills are not more than 2'- 6" or 750mm above the floor	Provide minimum 6'-0" or 1800mm horizontal windows in living room, dining room and minimum one bedroom where sills are not more than 2'- 6" or 750mm above the floor
KITCHEN		Continuous counter between sink and stove*	Continuous counter between sink and stove*
KITCHEN			Sink cabinet minimum 2'8" or 810mm wide
KITCHEN			Provide sufficient space for future installation of cooktop and wall oven
KITCHEN			Provide for potential 2'8" or 810mm wide undercounter workspace
KITCHEN			Lower edge of upper cupboards 4'6" or 1350mm above floor

\* Illustrations available  
\*\* Options considered

Design Elements  
July 2005

- 2 of 3-

DESIGN ELEMENTS

4 of 11

KITCHEN			Minimum 4' or 1220mm floor space between base cabinets / walls (possible with removal of sink cabinet) *
MIN. ONE BATHROOM		Toilet located adjacent to wall (min 3' or 915mm length) *	Toilet located adjacent to wall (min 46" or 1370mm length) *
MIN. ONE BATHROOM		Provide turning radius within bathroom (may result from removal of vanity cabinet)*	Provide turning radius within bathroom (may result from removal of vanity cabinet)*
MIN. ONE BATHROOM		3' or 915mm clearance along full length of tub *	3' or 915mm clearance along full length of tub *
MIN. ONE BATHROOM		Tub control valve placed at outer edge of tub, with tub spout remaining in central position *	Tub control valve placed at outer edge of tub, with tub spout remaining in central position *
MIN. ONE BATHROOM		Accessible storage *	Accessible storage*
MIN. ONE BATHROOM			Provide pocket door or door swing out *
MIN. ONE BATHROOM			Space under sink minimum 2'8" or 810mm wide *
MIN. ONE BATHROOM			Provide for the possible future installation of an accessible shower stall, sized at least 3'-0" x 5'-0" or 910mm x 1500mm - refer to the 1998 BC Building Access Handbook for details
MIN. ONE BEDROOM			Sufficient manoeuvring room between closet and double bed *
MIN. ONE BEDROOM			Provide 3' or 915mm access to window opening *
LAUNDRY FACILITIES			Provide front loading side-by-side washer / dryer in-suite or in common area
LAUNDRY FACILITIES			4' or 1220mm manoeuvring space in front of washer / dryer

S:\COMMUNITY PLANNING\Adaptable Design\Handouts\Design Elements Handout.doc

\* Illustrations available  
\*\* Options considered

Design Elements  
July 2005

- 3 of 3-

DESIGN ELEMENTS

8 of 11

	LEVEL ONE	LEVEL TWO	LEVEL THREE
MIN. ONE BATHROOM	Solid blocking provided in walls of tub / shower and toilet areas, and behind towel bars *	Solid blocking provided in walls of tub / shower and toilet areas, and behind towel bars *	Solid blocking provided in walls of tub / shower and toilet areas, and behind towel bars *
MIN. ONE BATHROOM	Pressure balanced tub / shower valves	Pressure balanced tub / shower valves	Pressure balanced tub / shower valves
MIN. ONE BATHROOM		Provision in water supply and drain to allow for a 4" (100mm) drop in vanity height (offset plumbing)	Provision in water supply and drain to allow for a 4" (100mm) drop in vanity height (offset plumbing)
MIN. ONE BATHROOM		Provision for vanity sink removal	Provision for vanity sink removal
MIN. ONE BATHROOM		Adjustable height shower head or hand-held shower head on adjustable bracket*	Adjustable height shower head or hand-held shower head on adjustable bracket*
MIN. ONE BATHROOM			Water temperature regulator on tub / shower faucet
LIVING ROOM		One switched electrical outlet	One switched electrical outlet
BEDROOMS		Three-way switched outlet at bed area and doorway	Three-way switched outlet at bed area and doorway
BEDROOMS		Provide light fixture in or adjacent to closet	Provide light fixture in or adjacent to closet
BEDROOMS	Telephone jack	Telephone jack	Telephone jack
IN-SUITE STORAGE		Provide light and electrical outlet	Provide light and electrical outlet

LEVEL 1 ALL UNITS  
LEVEL 2 ADAPTABLE UNIT: B1 (2 BEDROOM)

[CLIENT]

THREE SHORES  
DEVELOPMENT

[PROJECT]

E4th St

145-153 E 4th St  
North Vancouver, BC

[TITLE]

ADAPTABLE  
UNITS DESIGN  
GUIDELINES

[PROJECT]

19487

[SCALE]

AS NOTED

[DATE]

2020-08-07

[ISSUE]

ISSUE 03 - DP/RZ APP

[DRAWING]

A-3.001







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[ARCHITECT SEAL]

[CLIENT]

THREE SHORES DEVELOPMENT

[PROJECT]

EAST 4TH ST.

145-153 E 4th St  
North Vancouver, BC

[TITLE]

E 4TH ST - NE ELEVATION

19487 [PROJECT]

1/8" = 1'-0", 1:426.67 [SCALE]

2020-08-07 [DATE]

ISSUE 03 - RZ/DP APP [ISSUE]

[DRAWING]

A-4.001



Material and Colour Legend				
Colour	Manufacturer	Product (to match)	Finish (to match)	Location
CLADDING				
1.1	White	JamesHardie	HardiPlank Lap Siding - Select Cedarmill texture, 7" exposure	James Hardie - Arctic White
1.2	Light Grey	JamesHardie	HardiePanel Vertical Siding - Smooth	James Hardie - Gray Slate
1.3	Dark Grey	JamesHardie	HardiePanel Vertical Siding - Smooth	Dark Grey
1.4	Stained Cedar	Woodtone	Woodtone - Rustic Series, 6" Fibre Cement Cladding	Woodtone - Old Cherry
1.5	Stained Cedar	Woodtone	Woodtone - Rustic Series, 6" Fibre Cement Cladding	Woodtone - Coastal Grey
1.6	Navy Blue	JamesHardie	HardiePanel Vertical Siding - Smooth	Navy Blue
SOFFIT				
2.1	Stained Cedar	Woodtone	Woodtone - Rustic Series, 6" Fibre Cement Cladding	Woodtone - Old Cherry
TRIMS /FLASHINGS				
3.1	Dark Grey	JamesHardie		James Hardie - Iron Gray
3.2	White	Benjamin Moore		Benjamin Moore - Distant Grey 2124-70
ROOFS				
4.1	Grey	TBC		TBC
				SBS Membrane at flat roofs

WINDOWS				
5.1	Black	Starline	Vinyl Windows and Doors c/w matching Flashing and Trim	Black
5.2	White	Starline	Vinyl Windows and Doors c/w matching Flashing and Trim	White
5.3	Black	Starline	Aluminum Storefront Windows and Doors c/w matching Flashing and Trim	Black
DOORS				
6.1	Black	Starline	Vinyl Windows and Doors c/w matching Flashing and Trim	Black
6.2	White	Starline	Vinyl Windows and Doors c/w matching Flashing and Trim	White
6.3	Black	Starline	Aluminum Doors c/w matching Flashing and Trim	Black
RAILINGS				
7.1	Black	Lindahl	Pre-Finished Aluminum Frame + Clear Safety Glass	Clear / Charcoal
7.2	White	Lindahl	Pre-Finished Aluminum Frame + Clear Safety Glass	Clear / Charcoal
STRUCTURE				
8.1	Light Grey		Architectural Exposed Concrete	Concrete
SCREENS				
9.1	Stained Cedar	TBD	Patio Screen	Light Cherry
				Faux wood / Charcoal Metal Screens

LANE





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THREE SHORES DEVELOPMENT

[PROJECT]

EAST 4TH ST.

145-153 E 4th St  
North Vancouver, BC

[TITLE]

## SE ELEVATION

19487 [PROJECT]

1/8" = 1'-0", 1:426.67 [SCALE]

2020-08-07 [DATE]

ISSUE 03 - RZ/DP APP [ISSUE]

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# A-4.002





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THREE SHORES DEVELOPMENT

[PROJECT]

EAST 4TH ST.

145-153 E 4th St  
North Vancouver, BC

[TITLE]

## LANE - SW ELEVATION

19487 [PROJECT]

1/8" = 1'-0", 1:426.67 [SCALE]

2020-08-07 [DATE]

ISSUE 03 - RZ/DP APP [ISSUE]

[DRAWING]

# A-4.003



Material and Colour Legend				
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CLADDING				
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1.2	Light Grey	JamesHardie	HardiePanel Vertical Siding - Smooth	James Hardie - Gray Slate
1.3	Dark Grey	JamesHardie	HardiePanel Vertical Siding - Smooth	Dark Grey
1.4	Stained Cedar	Woodtone	Woodtone - Rustic Series, 6" Fibre Cement Cladding	Woodtone - Old Cherry
1.5	Stained Cedar	Woodtone	Woodtone - Rustic Series, 6" Fibre Cement Cladding	Woodtone - Coastal Grey
1.6	Navy Blue	JamesHardie	HardiePanel Vertical Siding - Smooth	Navy Blue
SOFFIT				
2.1	Stained Cedar	Woodtone	Woodtone - Rustic Series, 6" Fibre Cement Cladding	Woodtone - Old Cherry
TRIMS /FLASHINGS				
3.1	Dark Grey	JamesHardie		James Hardie - Iron Gray
3.2	White	Benjamin Moore		Benjamin Moore - Distant Grey 2124-70
ROOFS				
4.1	Grey	TBC		TBC

WINDOWS				
5.1	Black	Starline	Vinyl Windows and Doors c/w matching Flashing and Trim	Black
5.2	White	Starline	Vinyl Windows and Doors c/w matching Flashing and Trim	White
5.3	Black	Starline	Aluminum Storefront Windows and Doors c/w matching Flashing and Trim	Black
DOORS				
6.1	Black	Starline	Vinyl Windows and Doors c/w matching Flashing and Trim	Black
6.2	White	Starline	Vinyl Windows and Doors c/w matching Flashing and Trim	White
6.3	Black	Starline	Aluminum Doors c/w matching Flashing and Trim	Black
RAILINGS				
7.1	Black	Lindahl	Pre-Finished Aluminum Frame + Clear Safety Glass	Clear / Charcoal
7.2	White	Lindahl	Pre-Finished Aluminum Frame + Clear Safety Glass	Clear / Charcoal
STRUCTURE				
8.1	Light Grey		Architectural Exposed Concrete	Concrete
SCREENS				
9.1	Stained Cedar	TBD	Patio Screen	Light Cherry





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[PROJECT TEAM]

[ARCHITECT SEAL]

[CLIENT]

THREE SHORES  
DEVELOPMENT

[PROJECT]

EAST 4TH ST.

145-153 E 4th St  
North Vancouver, BC

[TITLE]

## NW ELEVATION

19487 [PROJECT]

1/8" = 1'-0", 1:426.67 [SCALE]

2020-08-07 [DATE]

ISSUE 03 - RZ/DP APP [ISSUE]

[DRAWING]

# A-4.004



# A-4.004

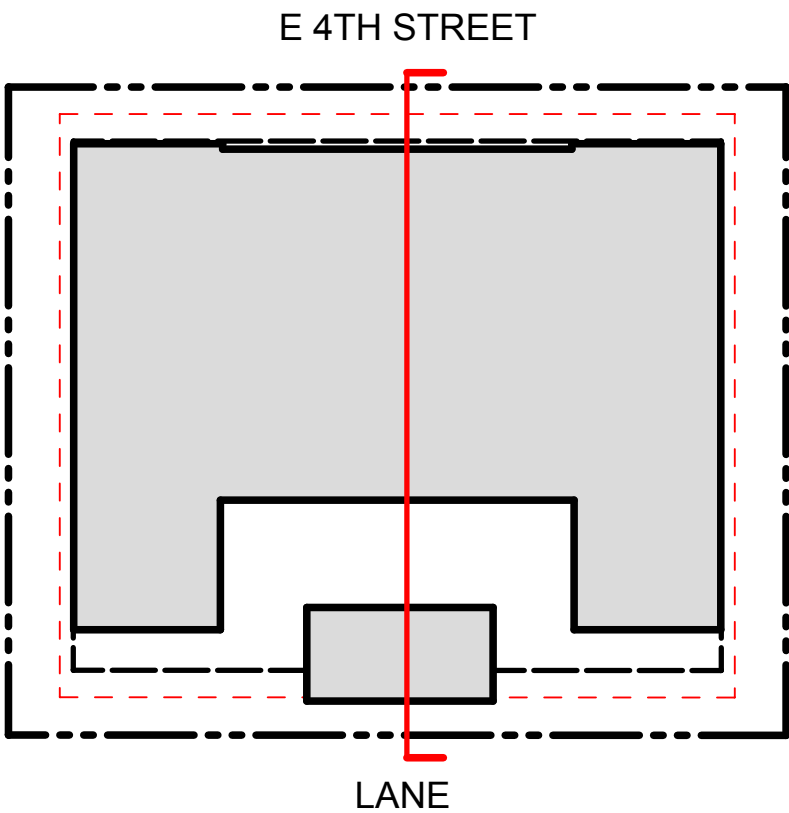
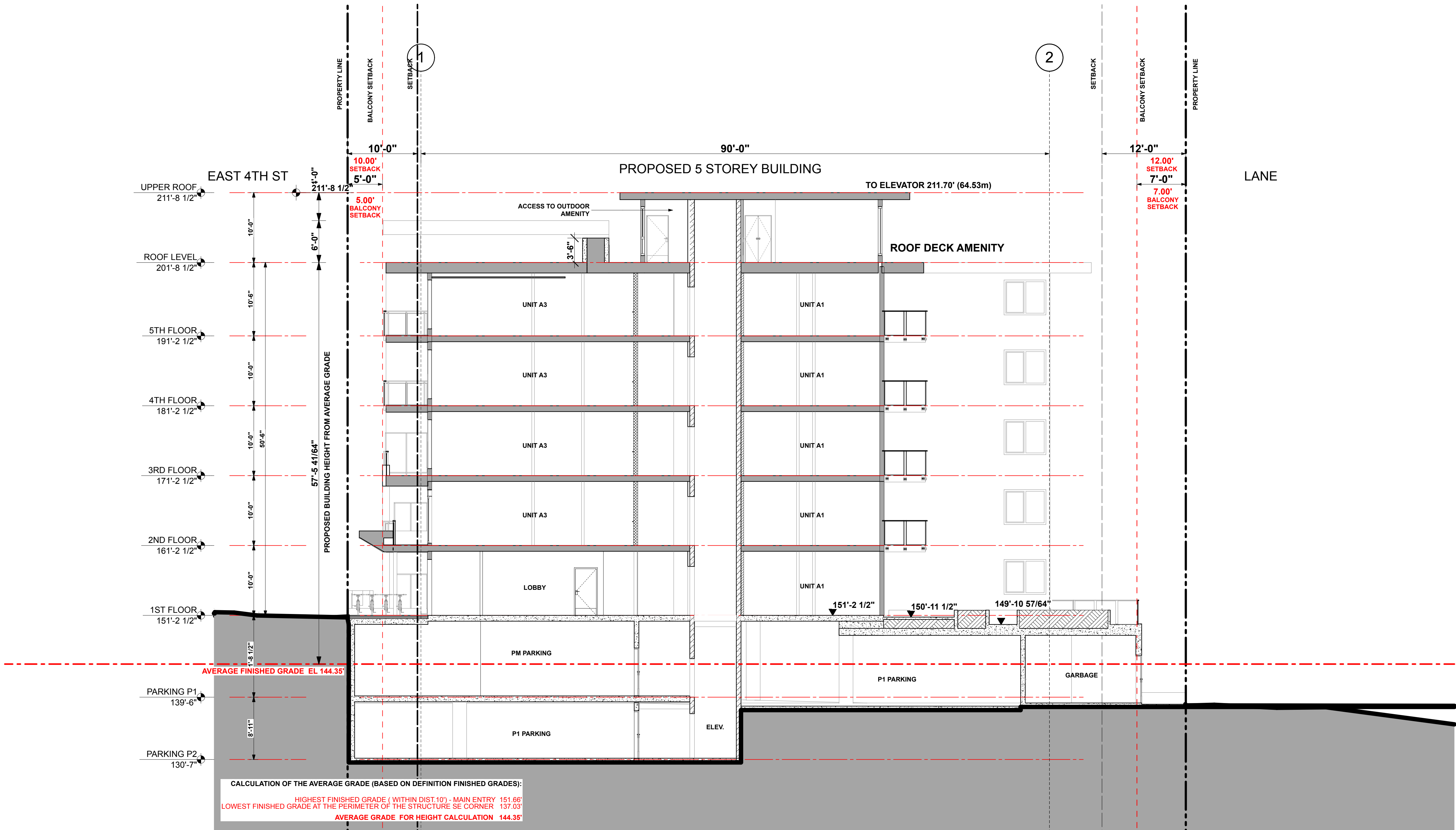


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[PROJECT TEAM]

[ARCHITECT SEAL]

[CLIENT]

THREE SHORES  
DEVELOPMENT

[PROJECT]

EAST 4TH ST.

145-153 E 4th St  
North Vancouver, BC

[TITLE]

N/S SITE  
SECTION

19487 [PROJECT]

1/8" = 1'-0", 1:426.67 [SCALE]

2020-08-07 [DATE]

ISSUE 03 - RZ/DP APP [ISSUE]

[DRAWING]

A-5.000



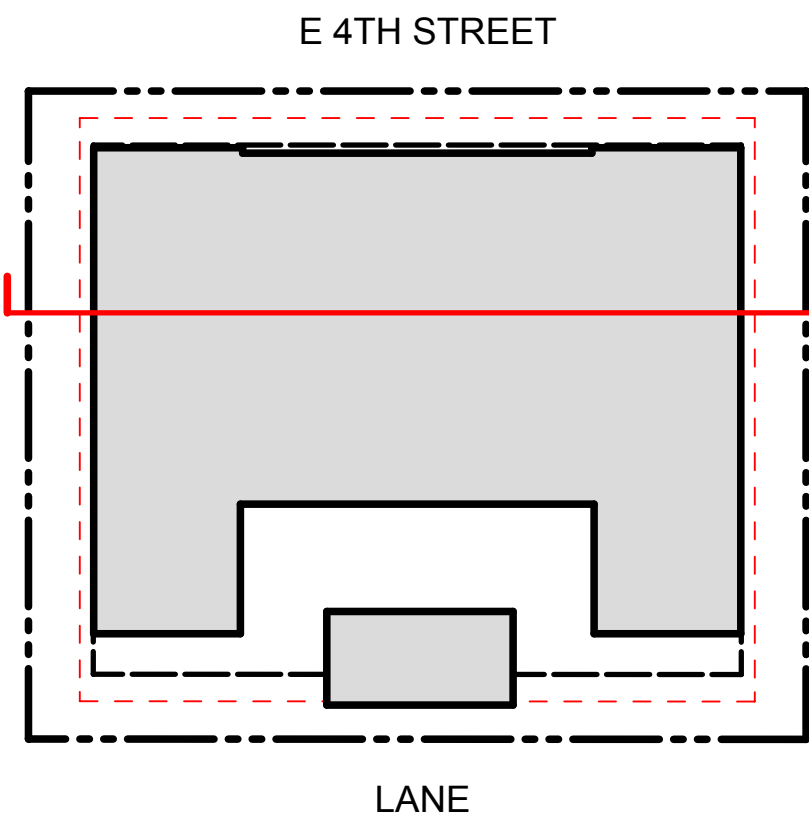
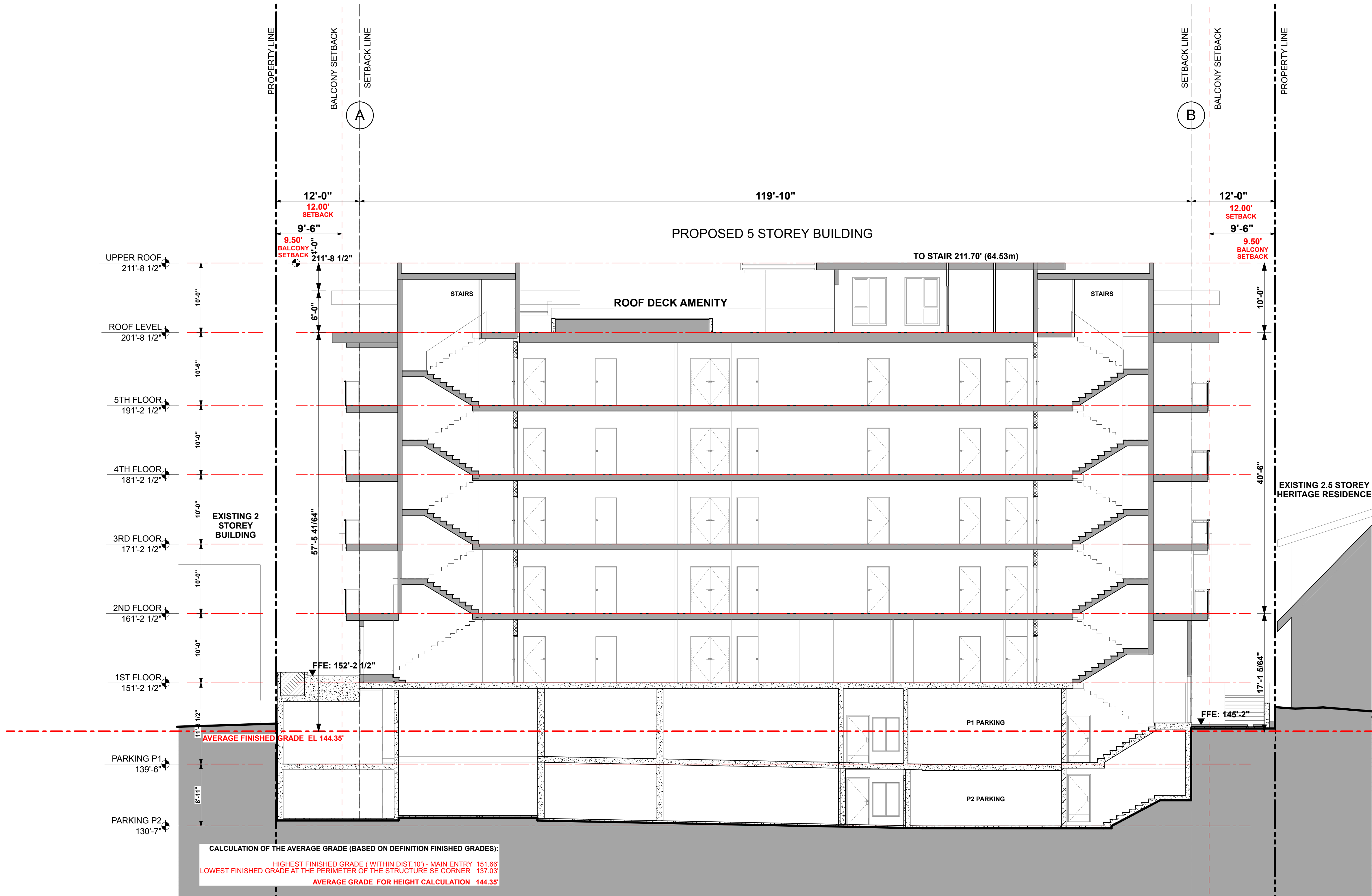


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[ARCHITECT SEAL]

[CLIENT]

THREE SHORES  
DEVELOPMENT

[PROJECT]

EAST 4TH ST.

145-153 E 4th St  
North Vancouver, BC

[TITLE]

E/W SITE  
SECTION

19487 [PROJECT]

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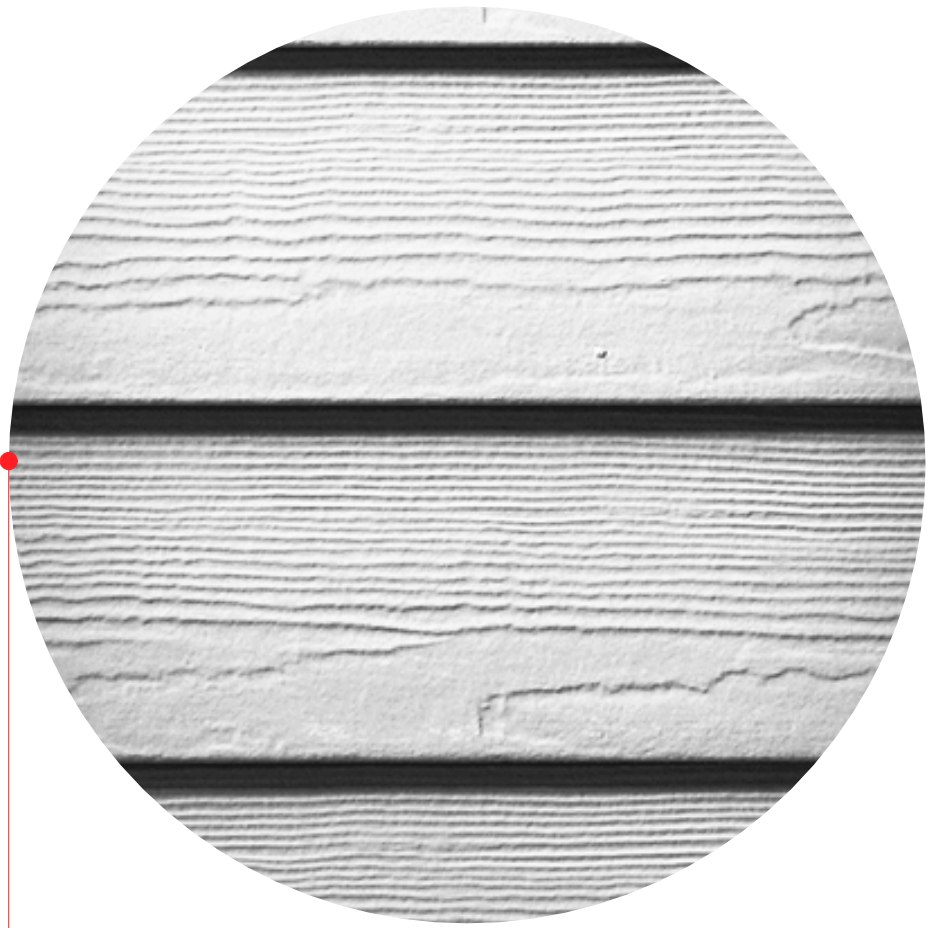
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ISSUE 03 - RZ/DP APP [ISSUE]

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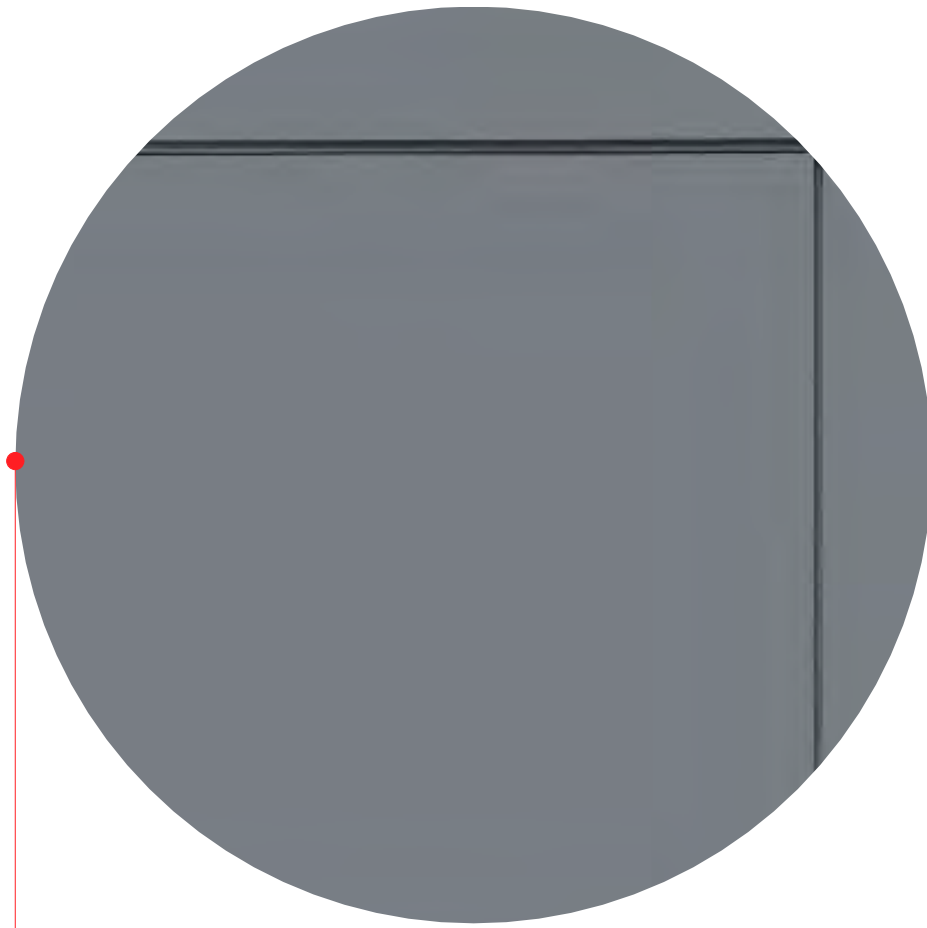
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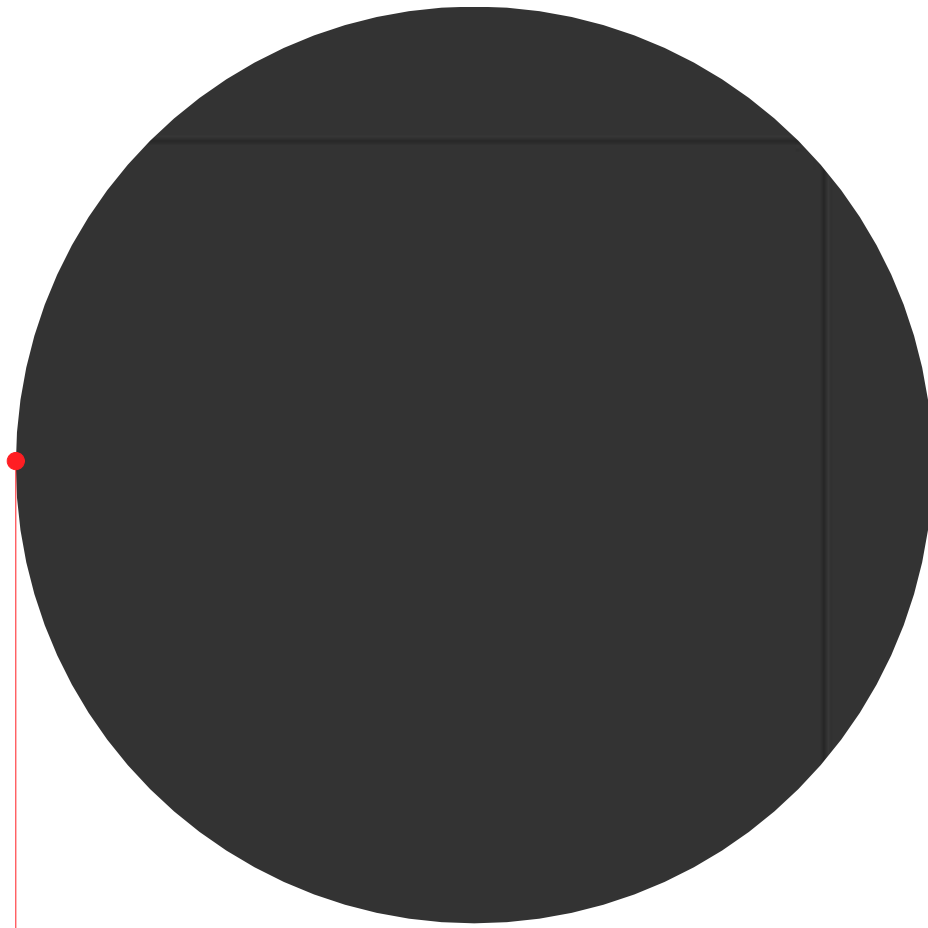
1.1

**JAMES HARDIE COLLECTION**  
**HardiePlank Lap Siding**  
**Select Cedarmill texture**  
**colour: ARCTIC WHITE**



1.2

**Grey Fibre Cement Panel w/  
Reveal**



3.1

**Charcoal Fibre Cement Panel**



1.4

**WOODTONE**  
**Horizontal 6" Fibre Cement Cladding**  
**colour: OLD CHERRY - Rustic Series**

2.1



1.5

**WOODTONE**  
**Horizontal 6" Fibre Cement Cladding**  
**colour: COASTAL GREY**  
**- Rustic Series**



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## MATERIALS

### Material and Colour Legend

Colour	Manufacturer	Product (to match)	Finish (to match)	Location
1.0 CLADDING				
1.1   White	JamesHardie	HardiPlank Lap Siding - Select Cedarmill texture, 7" exposure	James Hardie - Arctic White	Exterior Walls
1.2   Light Grey	JamesHardie	HardiePanel Vertical Siding - Smooth	James Hardie - Gray Slate	Exterior Walls
1.3   Dark Grey	JamesHardie	HardiePanel Vertical Siding - Smooth	Dark Grey	Selected Exterior Walls
1.4   Stained Cedar	Woodtone	Woodtone - Rustic Series, 6" Fibre Cement Cladding	Woodtone - Old Cherry	Exterior Walls/Soffits
1.5   Stained Cedar	Woodtone	Woodtone - Rustic Series, 6" Fibre Cement Cladding	Woodtone - Coastal Grey	Exterior Walls/Trims
1.6   Navy Blue	JamesHardie	HardiePanel Vertical Siding - Smooth	Navy Blue	Selected Front Exterior Walls
2.0 SOFFIT				
2.1   Stained Cedar	Woodtone	Woodtone - Rustic Series, 6" Fibre Cement Cladding	Woodtone - Old Cherry	Exterior Walls/Soffits
3.0 TRIMS /FLASHINGS				
3.1   Dark Grey	JamesHardie		James Hardie - Iron Gray	Hardie trims - Beam, Column, balcony edge
3.2   White	Benjamin Moore		Benjamin Moore - Distant Grey 2124-70	Hardie trims - Beam, Column, balcony edge
4.0 ROOFS				
4.1   Grey	TBC		TBC	SBS Membrane at flat roofs
5.0 WINDOWS				
5.1   Black	Starline	Vinyl Windows and Doors c/w matching Flashing and Trim	Black	Residential Windows
5.2   White	Starline	Vinyl Windows and Doors c/w matching Flashing and Trim	White	Residential Windows
5.3   Black	Starline	Aluminum Storefront Windows and Doors c/w matching Flashing and Trim	Black	Storefront Windows & Doors
6.0 DOORS				
6.1   Black	Starline	Vinyl Windows and Doors c/w matching Flashing and Trim	Black	Residential Doors
6.2   White	Starline	Vinyl Windows and Doors c/w matching Flashing and Trim	White	Residential Doors
6.3   Black	Starline	Aluminum Doors c/w matching Flashing and Trim	Black	Entry Doors
7.0 RAILINGS				
7.1   Black	Lindahl	Pre-Finished Aluminum Frame + Clear Safety Glass	Clear / Charcoal	Railings @ Entry Stairs, Balconies, Roof Decks
7.2   White	Lindahl	Pre-Finished Aluminum Frame + Clear Safety Glass	Clear / Charcoal	Railings @ Entry Stairs, Balconies, Roof Decks
8.0 STRUCTURE				
8.1   Light Grey		Architectural Exposed Concrete	Concrete	Cast-in-place and Landscape Retaining Walls
9.0 SCREENS				
9.1   Stained Cedar	TBD	Patio Screen	Light Cherry	Faux wood / Charcoal Metal Screens



3.1 ROOF OVERHANG TRIMS  
PAINTED TRIMS

2.1 SOFFITS  
WOODTONE

EXTERIOR WALLS  
HARDIEPANEL  
VERTICAL SIDING -  
SMOOTH

1.2

WINDOWS  
POWDER COAT PAINT  
- BLACK

7.1 BALCONY RAILINGS  
SUPERMEL POWDER  
COATINGS

1.5 EXTERIOR WALLS  
HARDIEPANEL LAP  
SIDING

3.1 TRIMS  
HARDIEPANEL LAP  
SIDING

1.1 EXTERIOR WALLS  
HARDIEPANEL LAP  
SIDING

7.2 BALCONY RAILINGS  
SUPERMEL POWDER  
COATINGS

5.2 WINDOWS  
POWDER COAT  
PAINT - WHITE

1.3 EXTERIOR WALLS  
HARDIEPANEL VERTICAL  
SIDING - SMOOTH

1.6 EXTERIOR WALLS  
HARDIEPANEL VERTICAL  
SIDING - SMOOTH

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[CLIENT]

**THREE SHORES  
DEVELOPMENT**

[PROJECT]

**EAST 4TH ST.**

145-153 E 4th St  
North Vancouver, BC

[TITLE]

**MATERIALS  
FINISHES**

[PROJECT]

**19487**

[SCALE]

[DATE]

**2020-08-07**

[ISSUE]

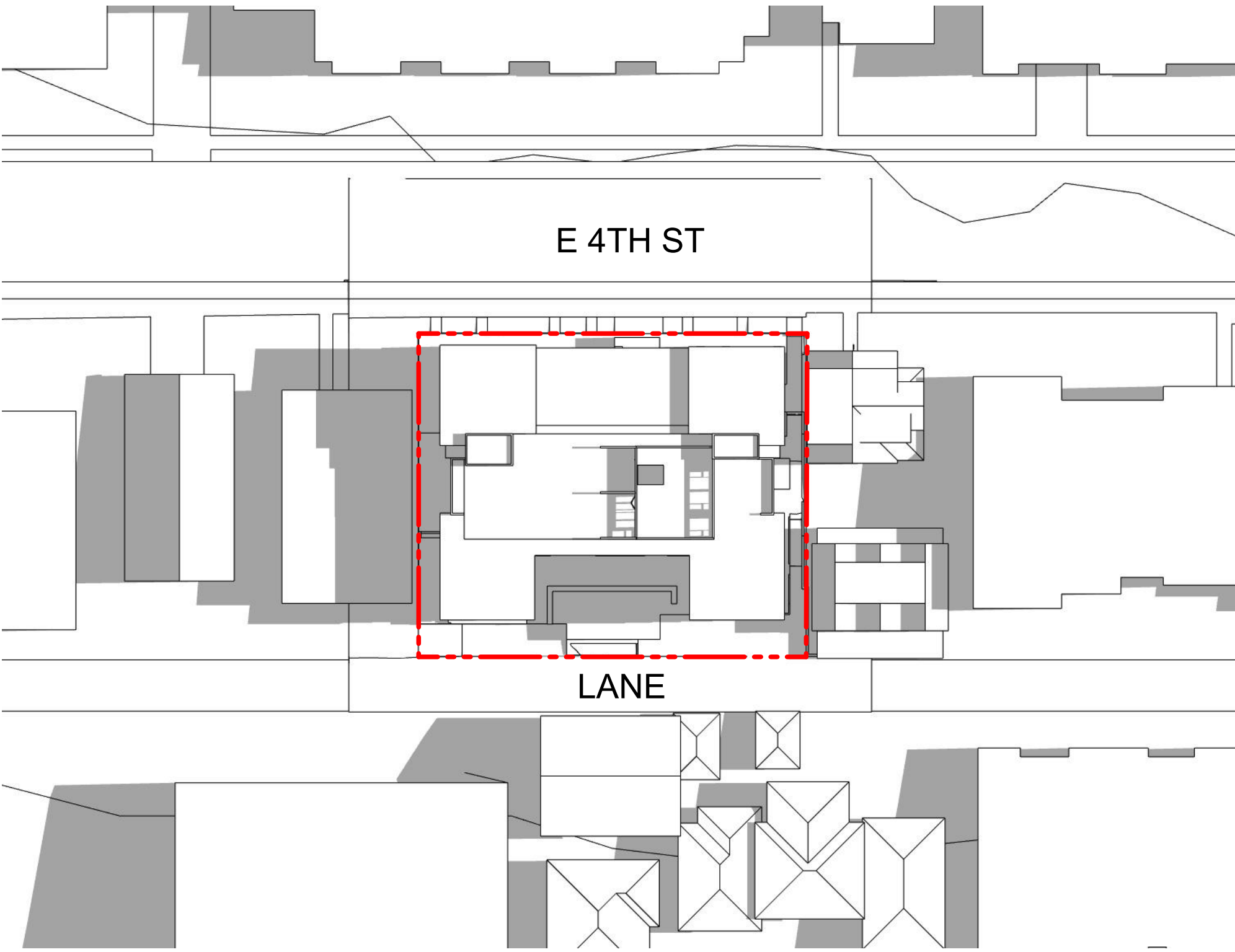
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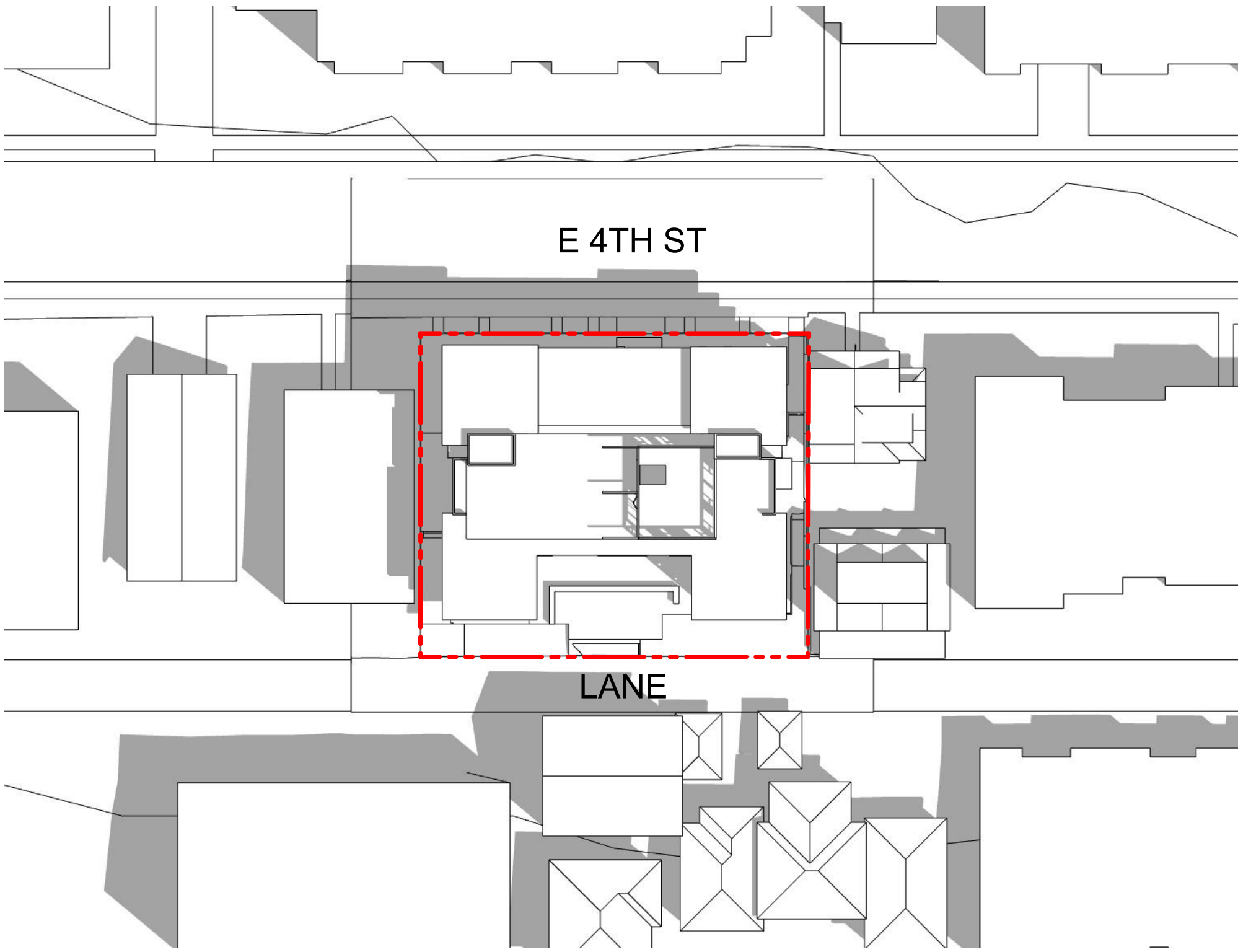
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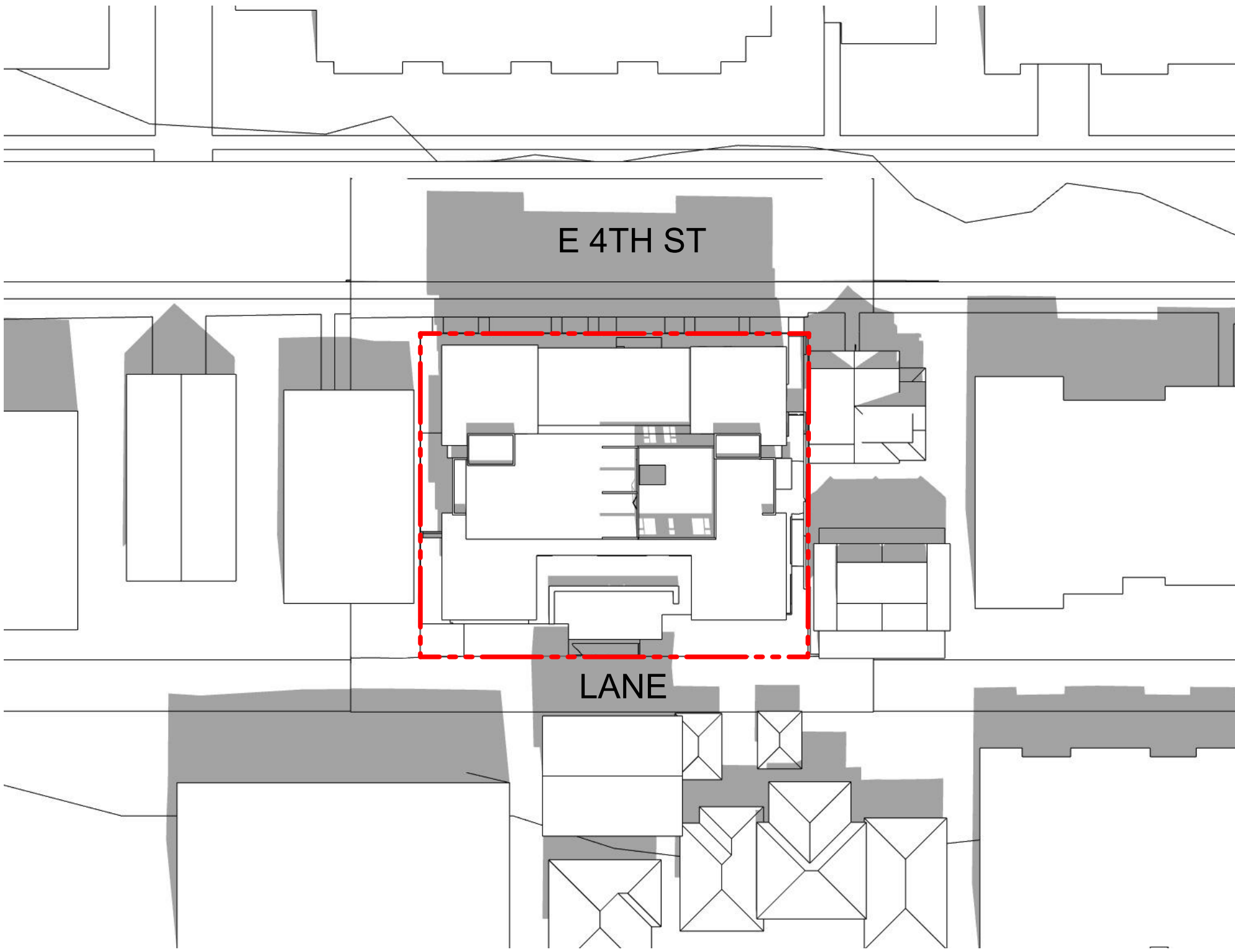
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10 AM

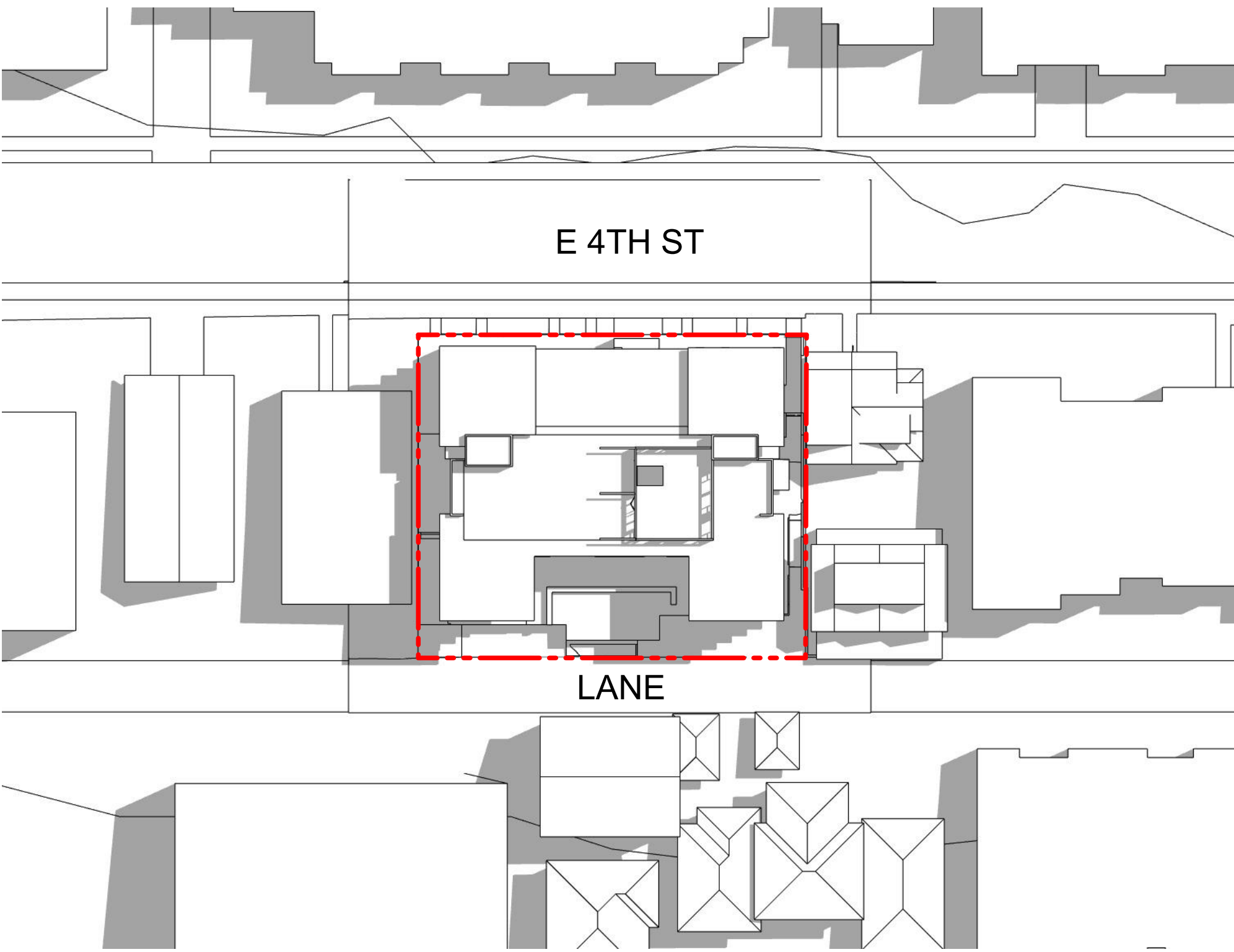


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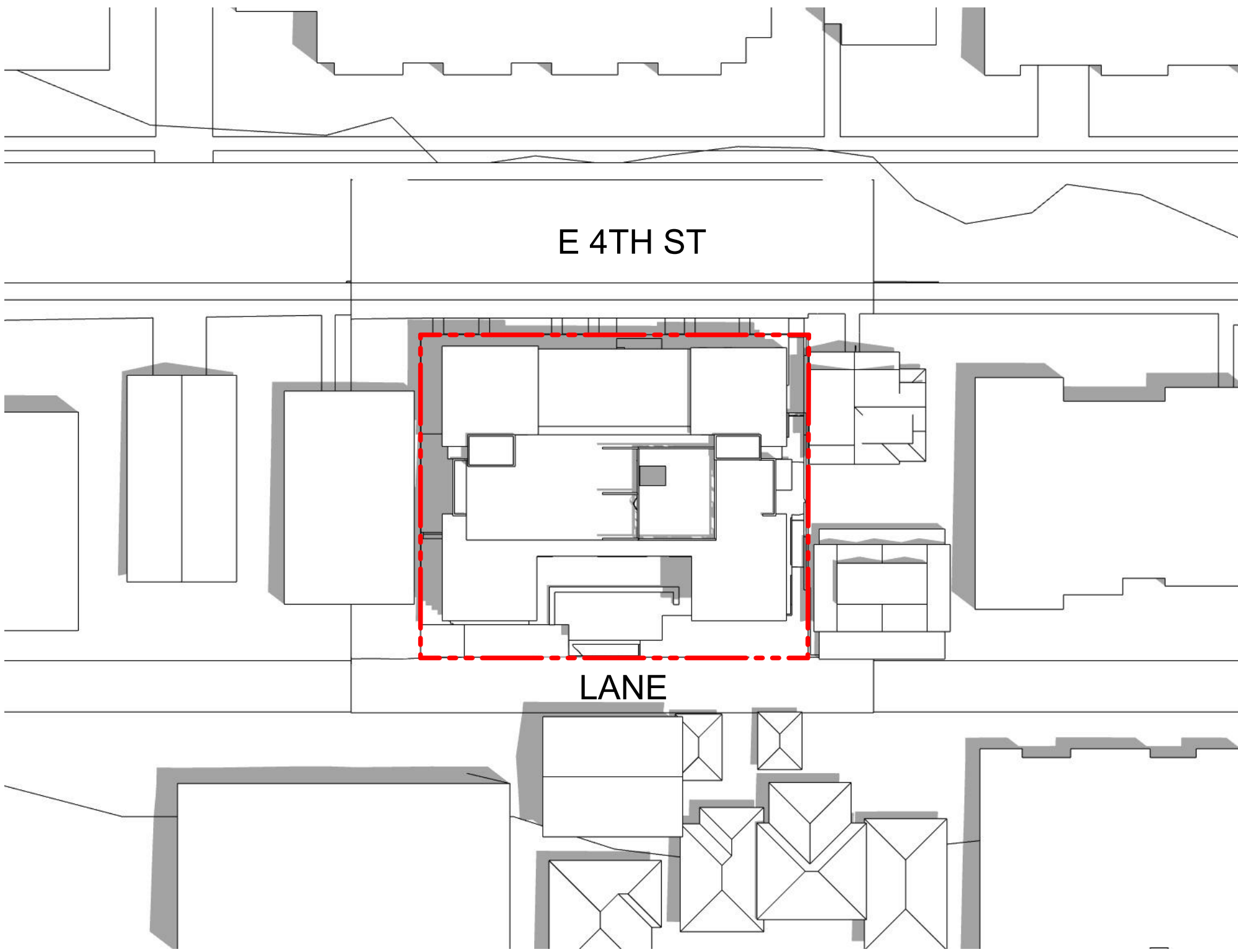


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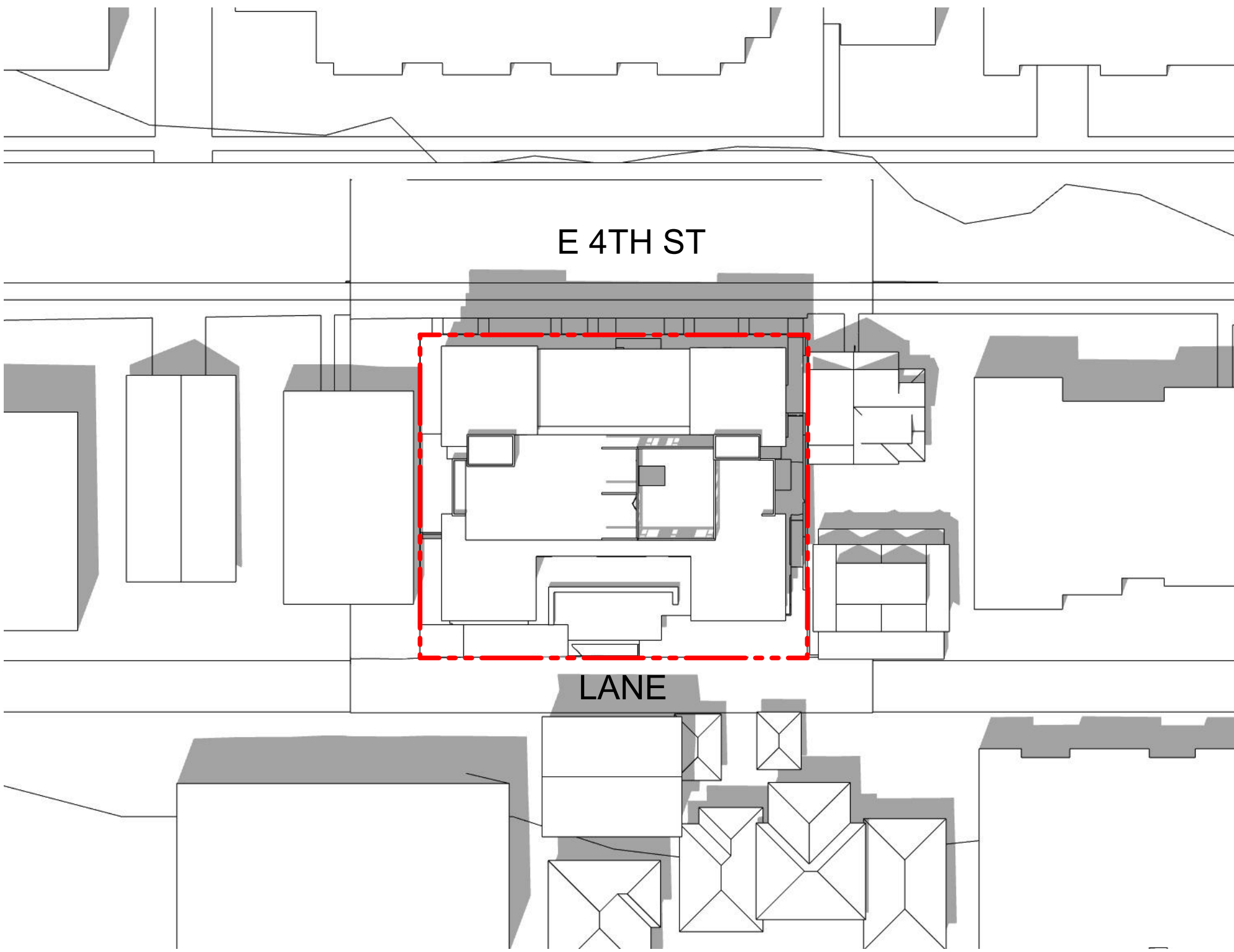
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JUNE 21



10 AM



12 PM



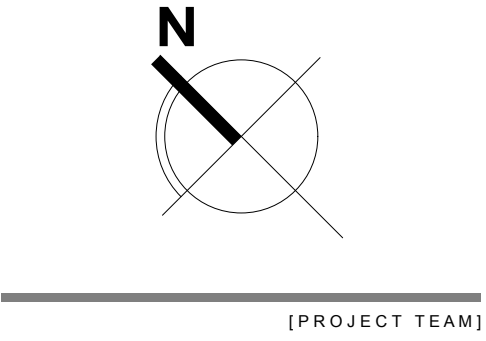
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[CLIENT]

**THREE SHORES  
DEVELOPMENT**

[PROJECT]

**EAST 4TH ST.**

145-153 E 4th St  
North Vancouver, BC

[TITLE]

**SHADOW STUDY**

19487 [PROJECT]

1:97.04 [SCALE]

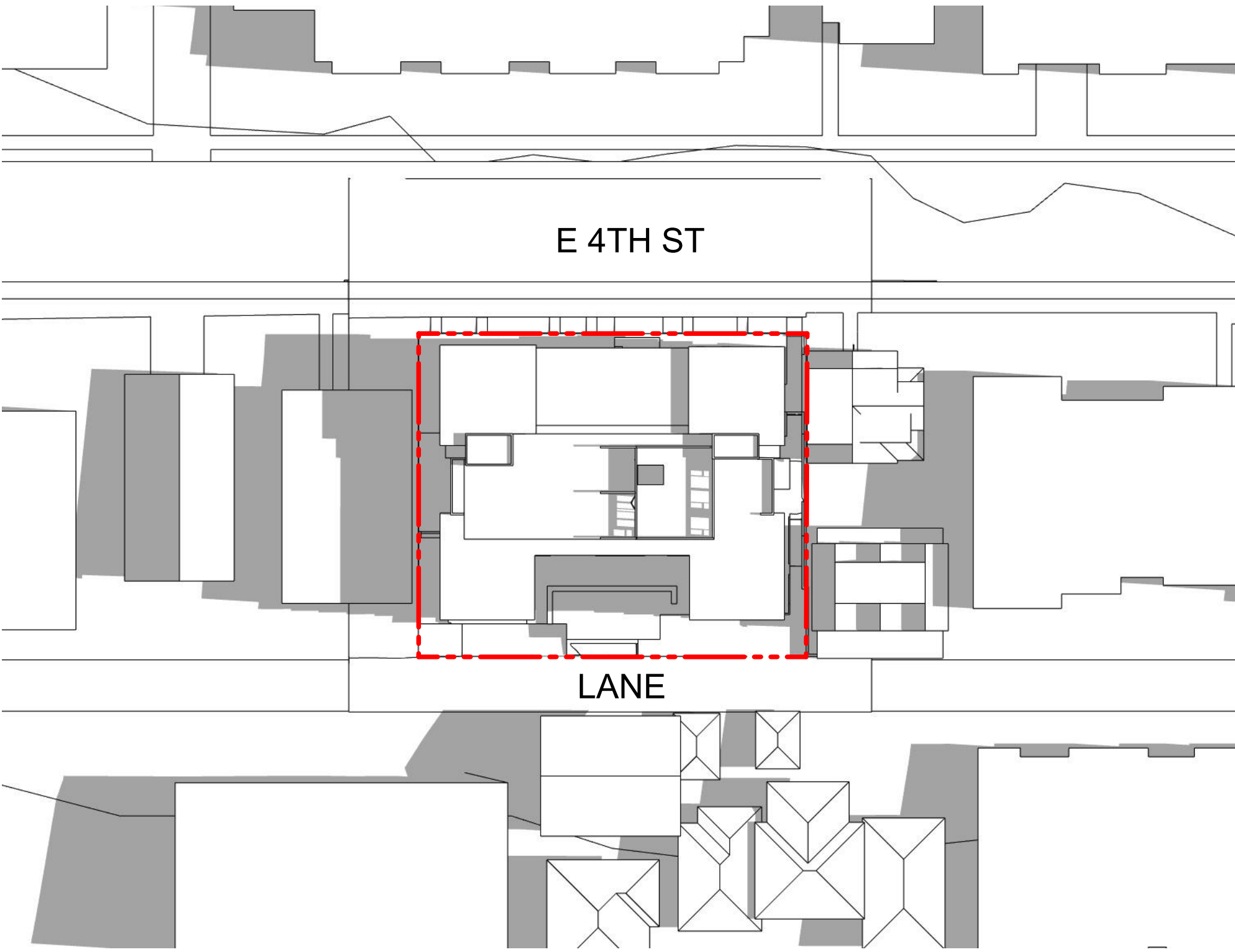
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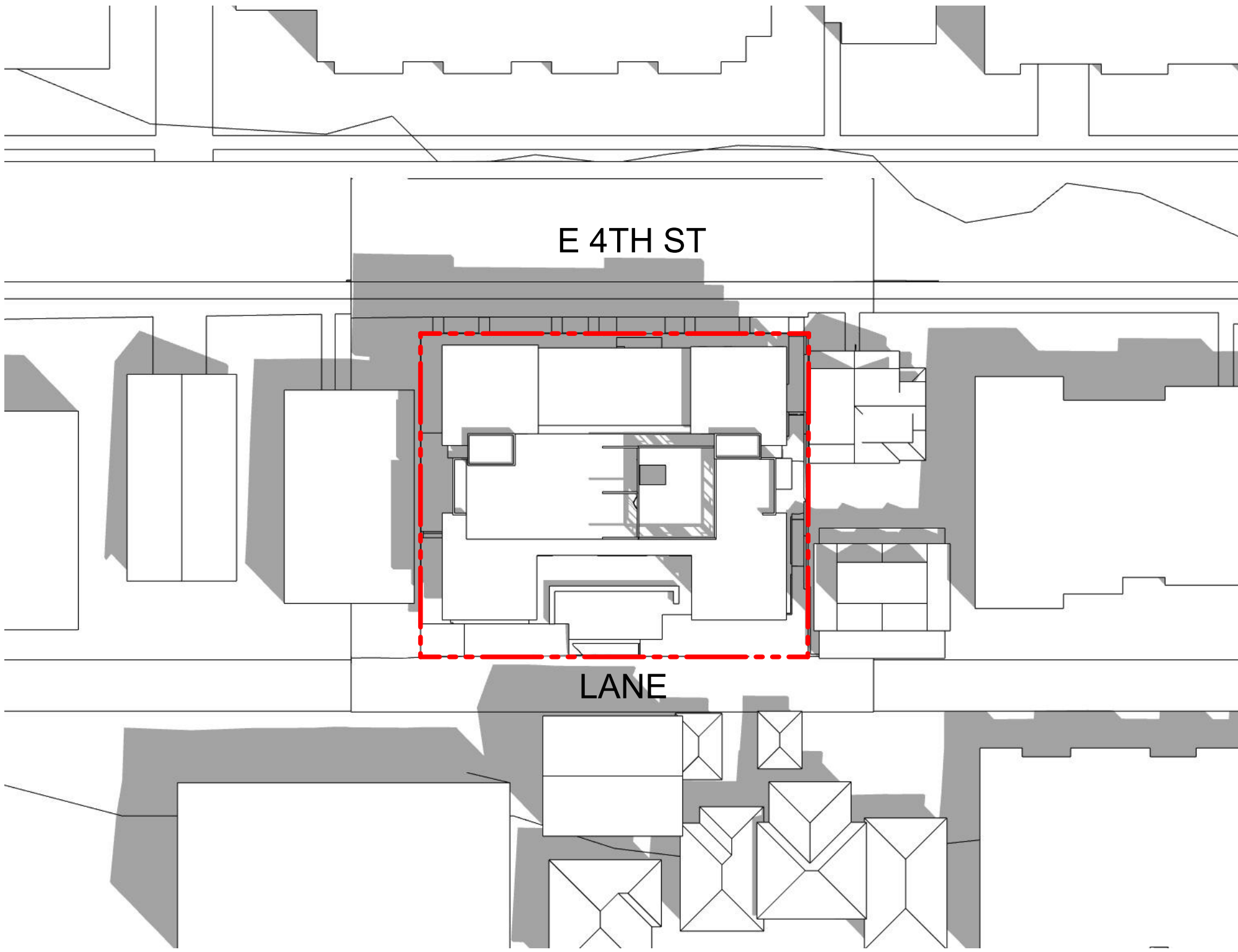
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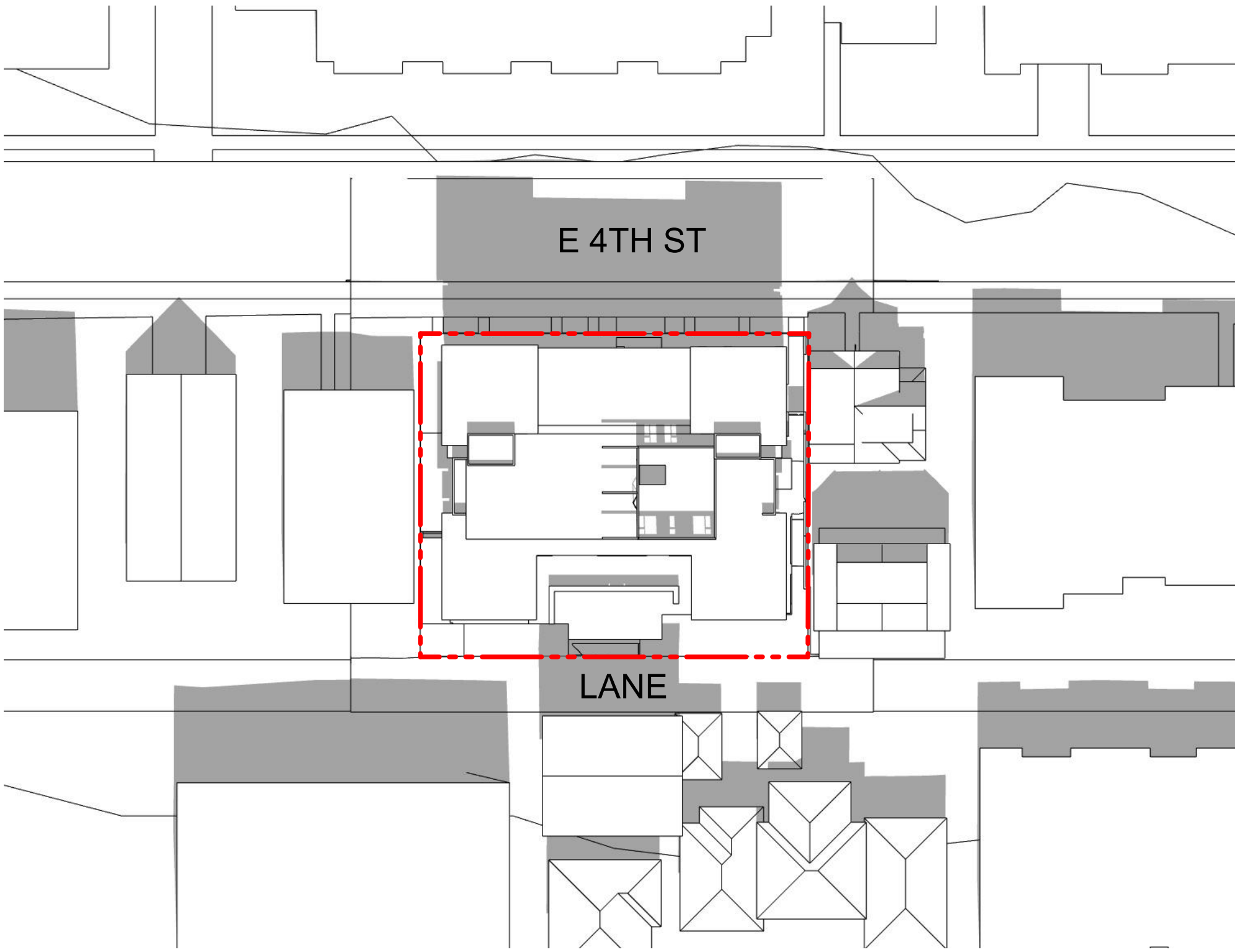
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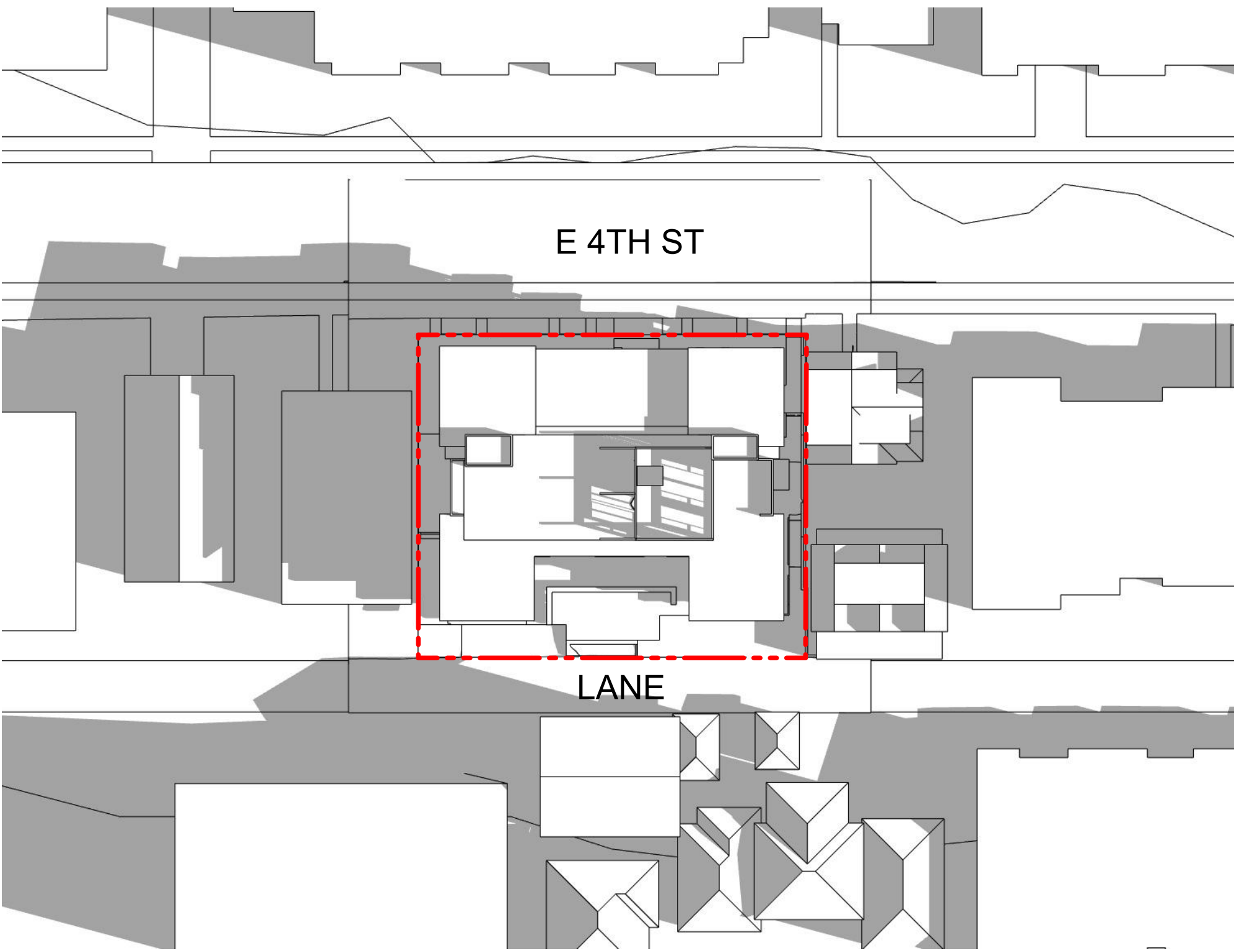


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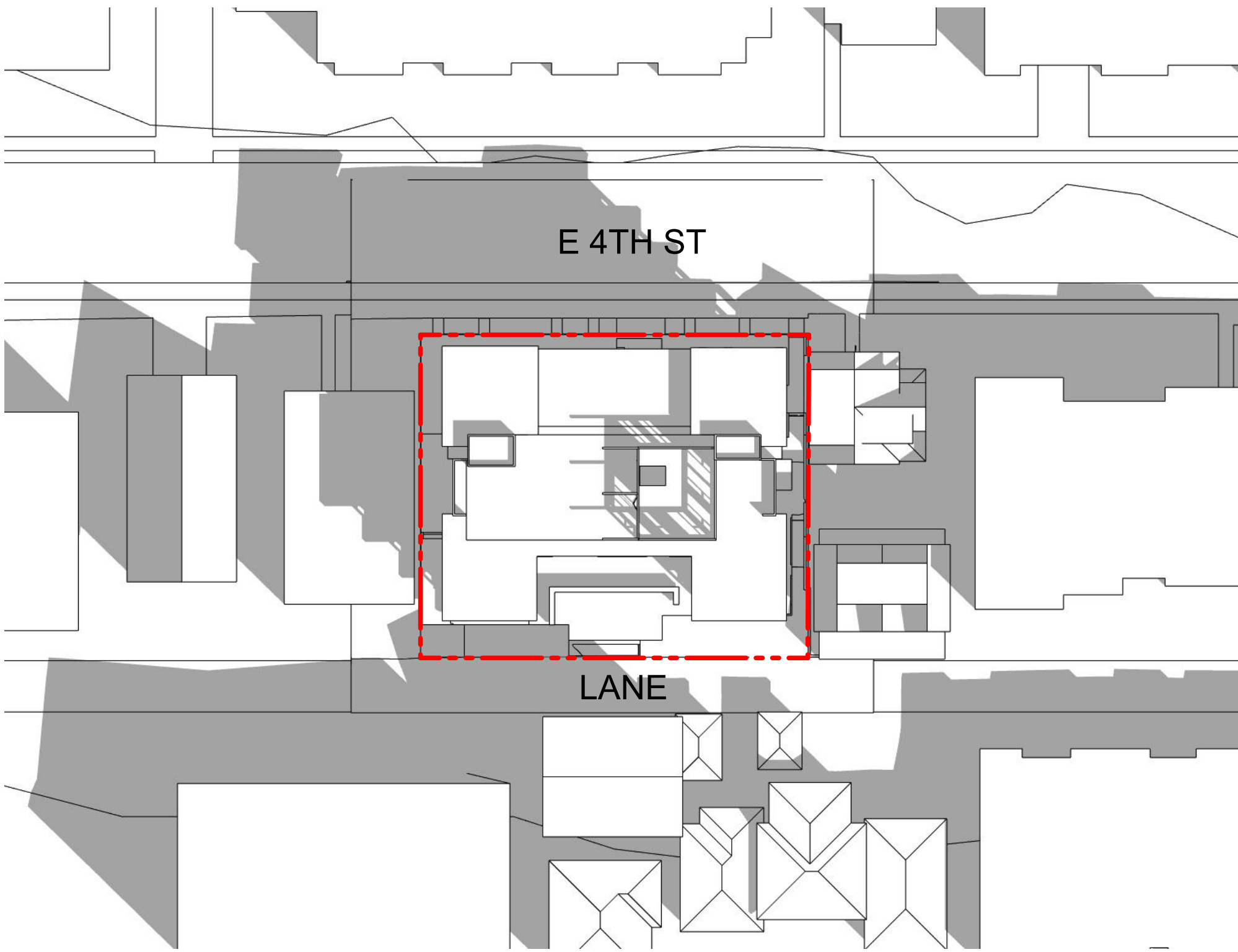


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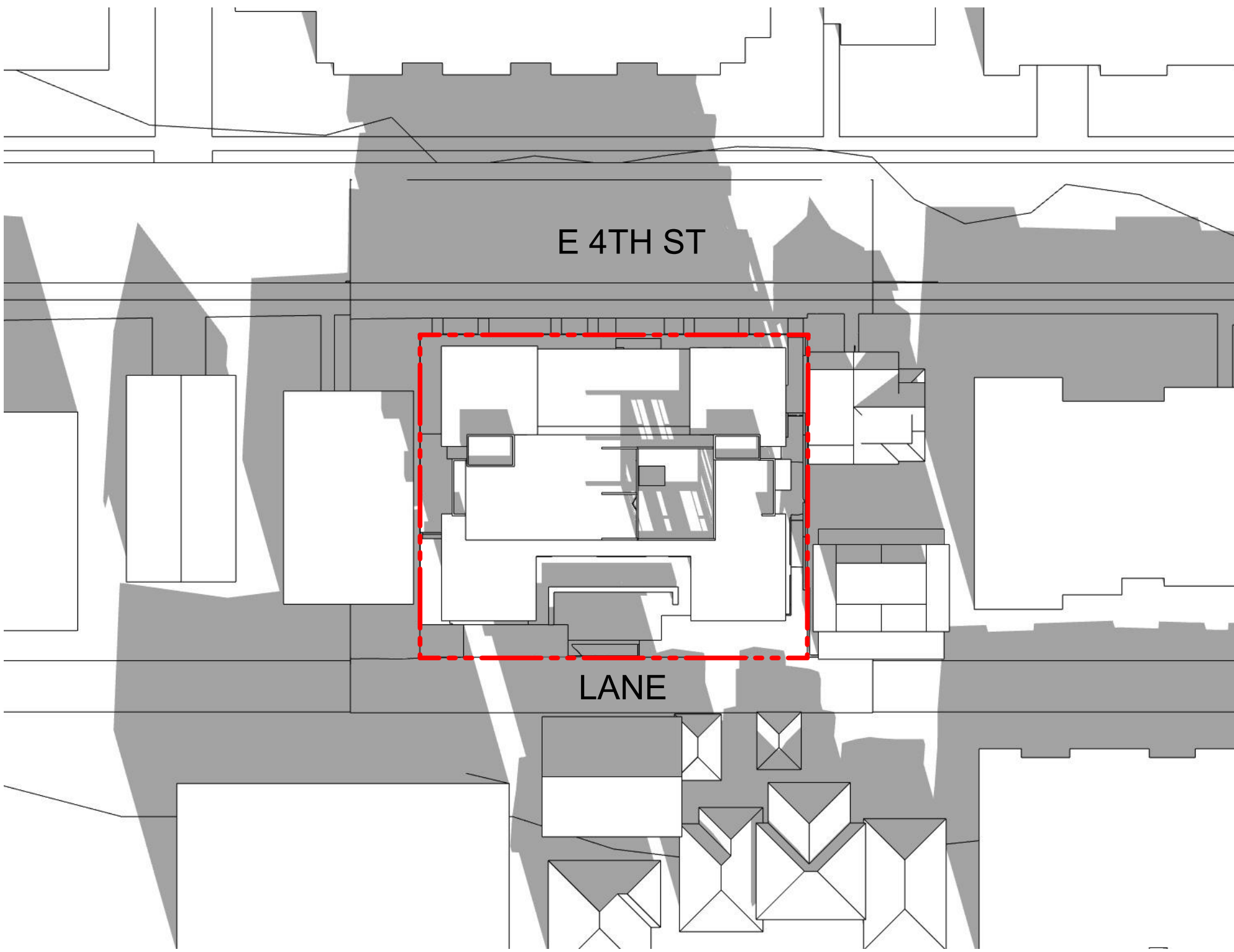
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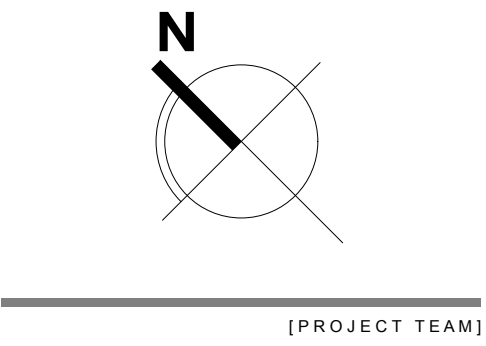
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[CLIENT]

**THREE SHORES  
DEVELOPMENT**

[PROJECT]

**EAST 4TH ST.**

145-153 E 4th St  
North Vancouver, BC

[TITLE]

**SHADOW STUDY**

[PROJECT]

**19487**

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[DATE]

**2020-08-07**

[ISSUE]

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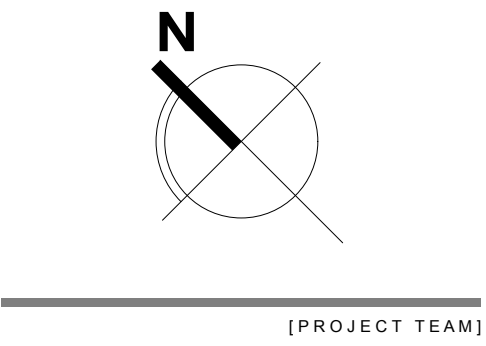




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[CLIENT]

THREE SHORES  
DEVELOPMENT

[PROJECT]

EAST 4TH ST.

145-153 E 4th St  
North Vancouver, BC

[TITLE]

AREA OVERLAYS  
PARKING P1

19487 [PROJECT]

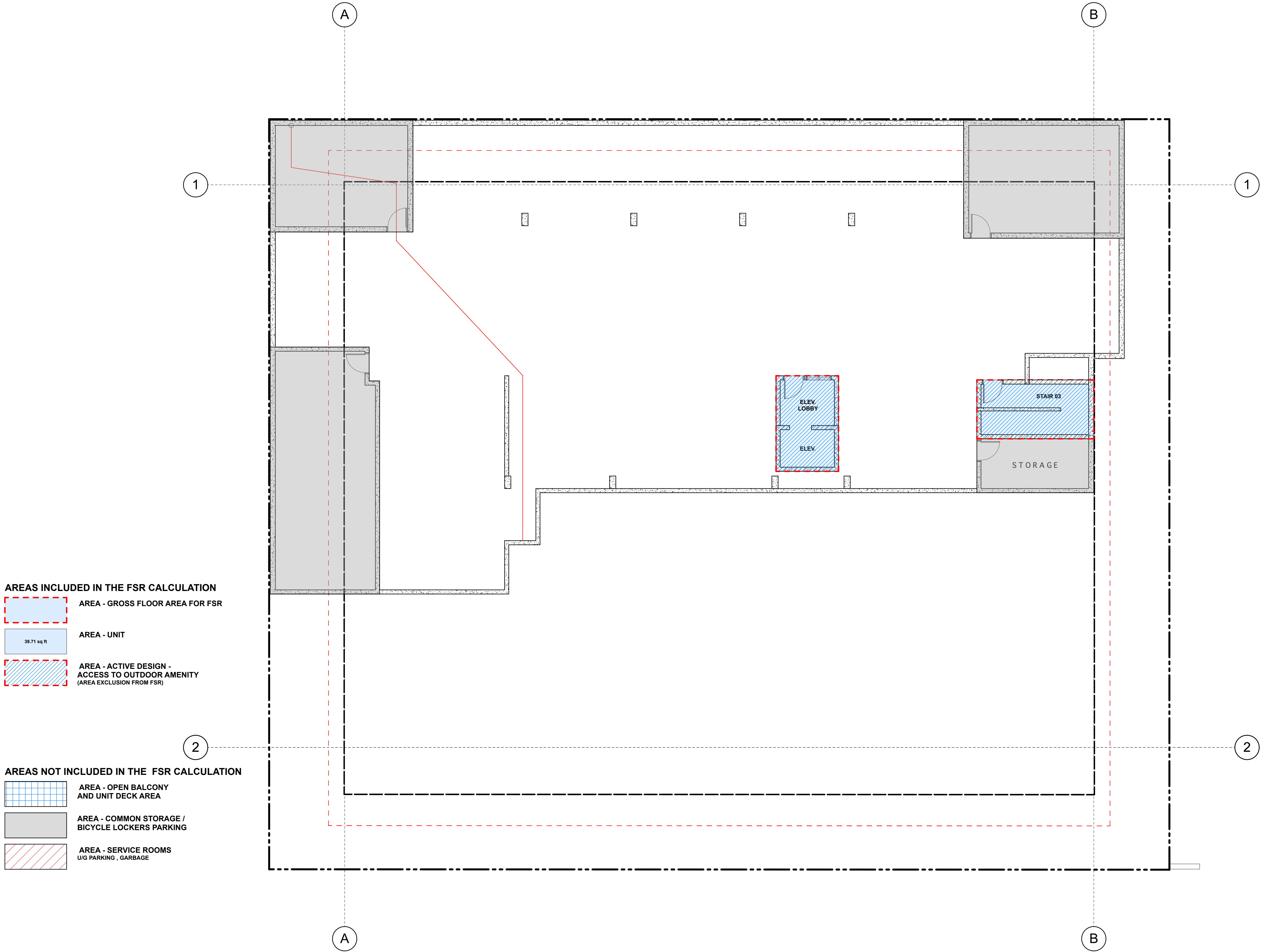
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2020-08-07 [DATE]

ISSUE 03 - RZ/DP APP [ISSUE]

[DRAWING]

A-9.001



AREAS INCLUDED IN THE FSR CALCULATION

- AREA - GROSS FLOOR AREA FOR FSR
- AREA - UNIT
- AREA - ACTIVE DESIGN - ACCESS TO OUTDOOR AMENITY (AREA EXCLUSION FROM FSR)

AREAS NOT INCLUDED IN THE FSR CALCULATION

- AREA - OPEN BALCONY AND UNIT DECK AREA
- AREA - COMMON STORAGE / BICYCLE LOCKERS PARKING
- AREA - SERVICE ROOMS (UG PARKING, GARBAGE)

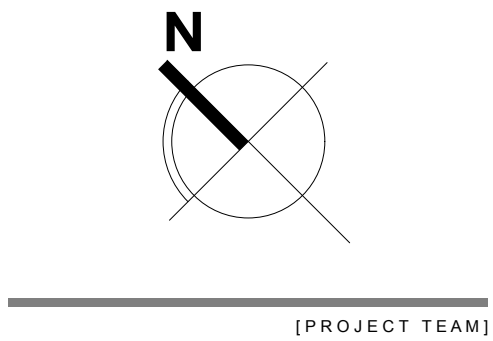


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[ARCHITECT SEAL]

[CLIENT]

THREE SHORES  
DEVELOPMENT

[PROJECT]

EAST 4TH ST.

145-153 E 4th St  
North Vancouver, BC

[TITLE]

AREA OVERLAYS  
PARKING PM

[PROJECT]

19487

[SCALE]

1/8" = 1'-0"

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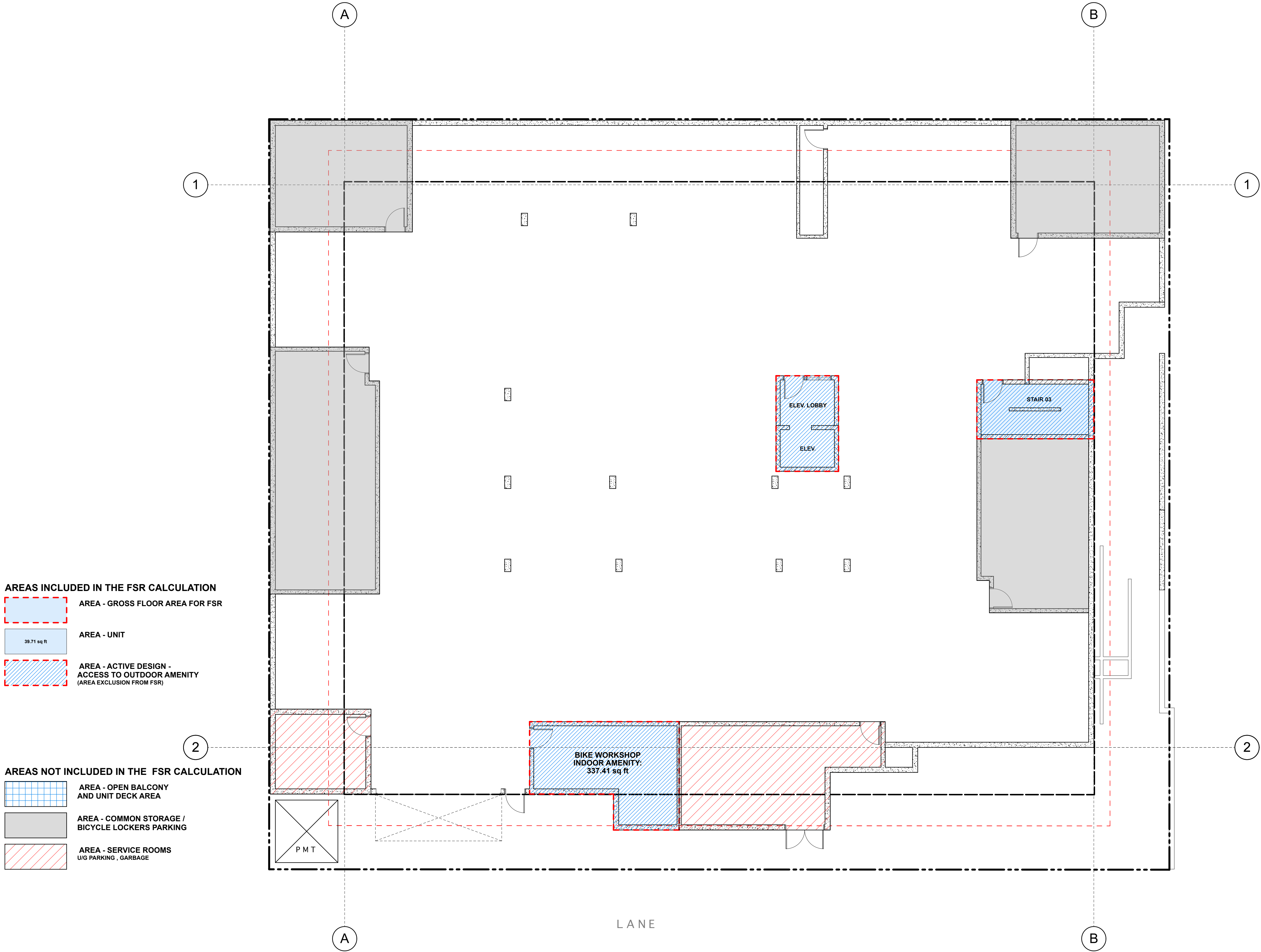
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ISSUE 03 - RZ/DP APP

[DRAWING]

A-9.002



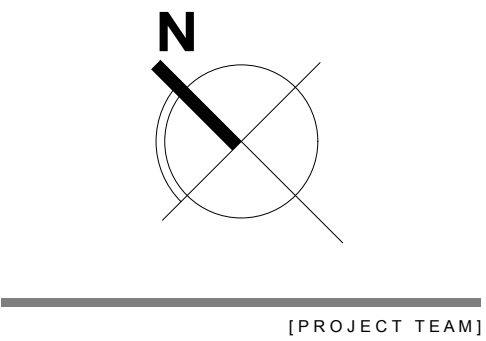


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[CLIENT]

## THREE SHORES DEVELOPMENT

[PROJECT]

### EAST 4TH ST.

145-153 E 4th St  
North Vancouver, BC

[TITLE]

## AREA OVERLAYS 1ST FLOOR

[PROJECT]

19487

1/8" = 1'-0"

2020-08-07

ISSUE 03 - RZ/DP APP

[DRAWING]

# A-9.010

EAST 4TH ST

A

B

1

1

2

2

A

B

LANE

P.M.T  
BELOW

SETBACK VARIANCE

### AREAS INCLUDED IN THE FSR CALCULATION

- AREA - GROSS FLOOR AREA FOR FSR
- AREA - UNIT
- AREA - ACTIVE DESIGN -  
ACCESS TO OUTDOOR AMENITY  
(AREA EXCLUSION FROM FSR)

### AREAS NOT INCLUDED IN THE FSR CALCULATION

- AREA - OPEN BALCONY  
AND UNIT DECK AREA
- AREA - COMMON STORAGE /  
BICYCLE LOCKERS PARKING
- AREA - SERVICE ROOMS  
UG PARKING, GARBAGE



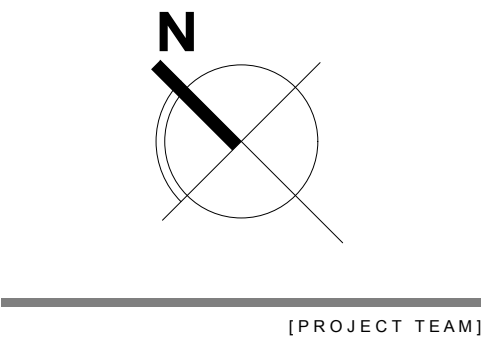


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[ARCHITECT SEAL]

[CLIENT]

## THREE SHORES DEVELOPMENT

[PROJECT]

## EAST 4TH ST.

145-153 E 4th St  
North Vancouver, BC

[TITLE]

## AREA OVERLAYS 2ND FLOOR

[PROJECT]

19487

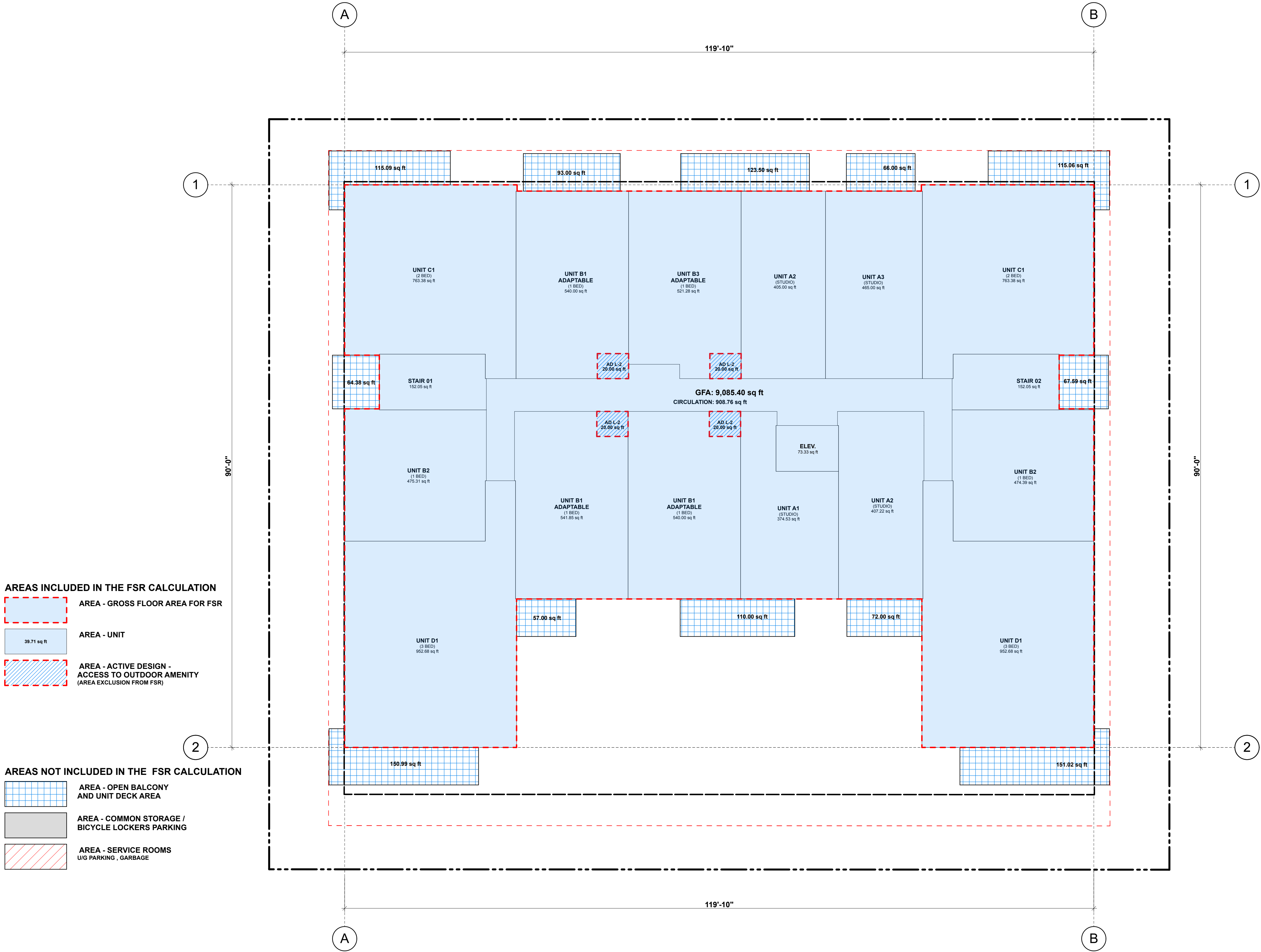
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2020-08-07

ISSUE 03 - RZ/DP APP

[DRAWING]

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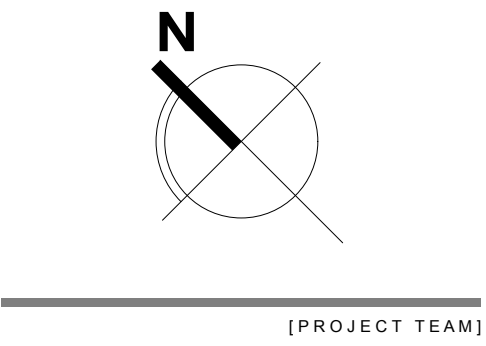


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[CLIENT]

## THREE SHORES DEVELOPMENT

[PROJECT]

## EAST 4TH ST.

145-153 E 4th St  
North Vancouver, BC

[TITLE]

## AREA OVERLAYS 3RD FLOOR

19487 [PROJECT]

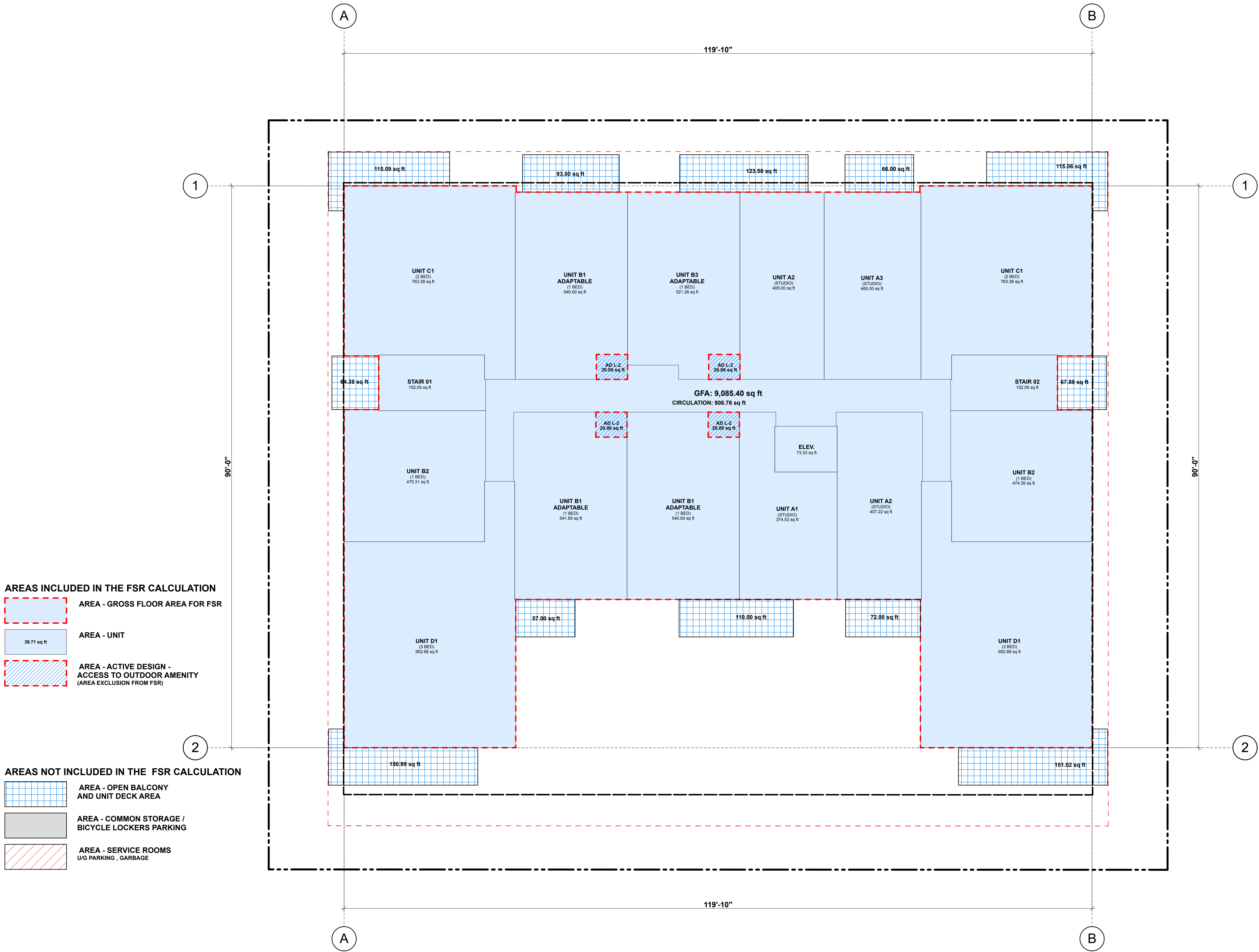
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2020-08-07 [DATE]

ISSUE 03 - RZ/DP APP [ISSUE]

[DRAWING]

# A-9.030







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[ARCHITECT SEAL]

[CLIENT]

### THREE SHORES DEVELOPMENT

[PROJECT]

EAST 4TH ST.

145-153 E 4th St  
North Vancouver, BC

( TITLE )

## AREA OVERLAYS

### 4TH FLOOR

19487 [PROJECT]

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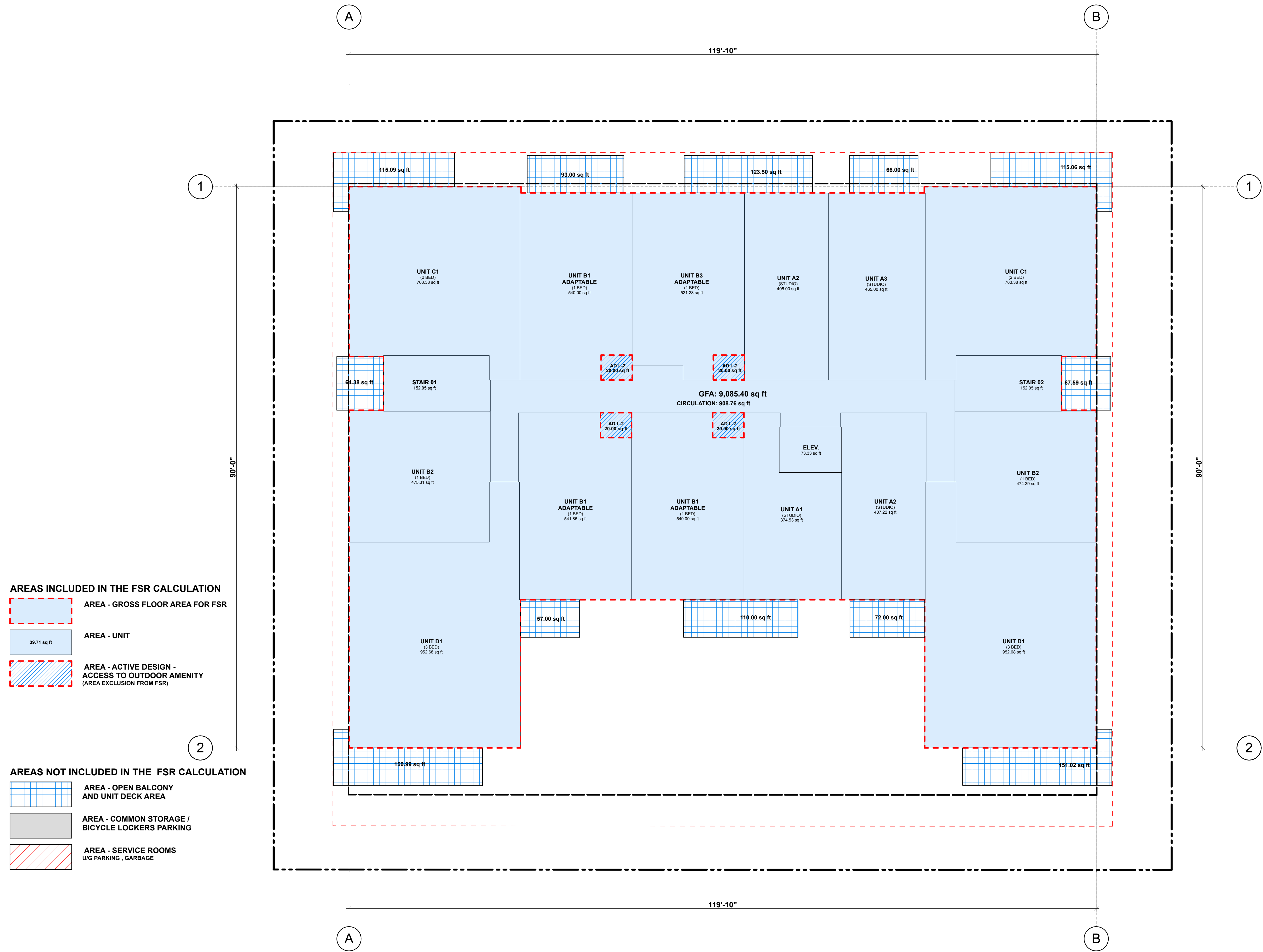
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ISSUE 03 - RZ/DP APP (ISSUE)

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**A-9.040**





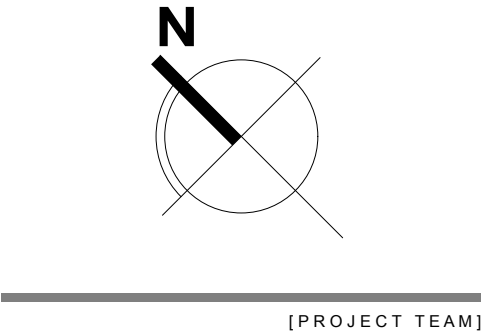


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[PROJECT TEAM]

[ARCHITECT SEAL]

[CLIENT]

## THREE SHORES DEVELOPMENT

[PROJECT]

## EAST 4TH ST.

145-153 E 4th St  
North Vancouver, BC

[TITLE]

## AREA OVERLAYS 5TH FLOOR

[PROJECT]

19487

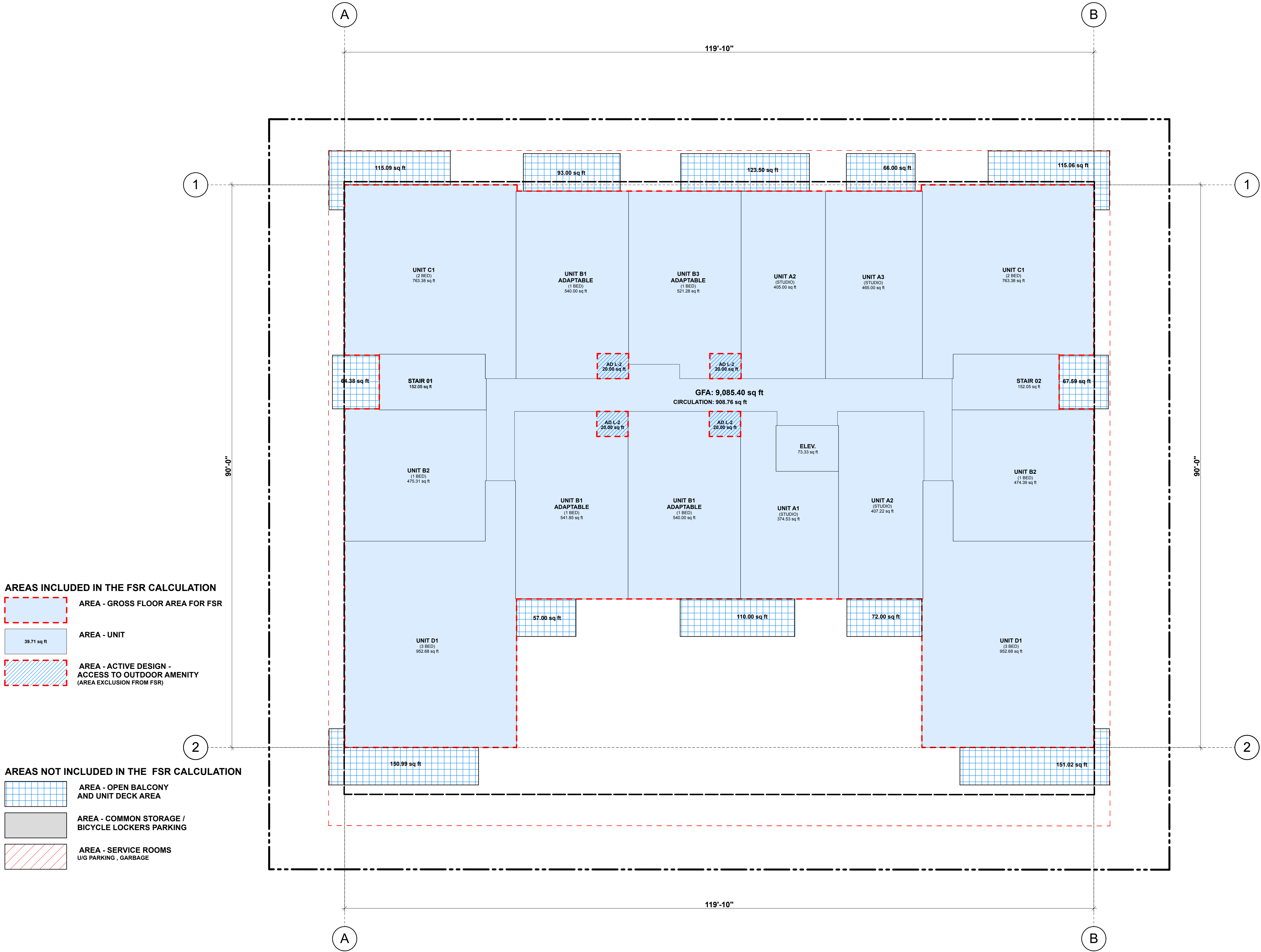
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2020-08-07

ISSUE 03 - RZ/DP APP

[DRAWING]

# A-9.050





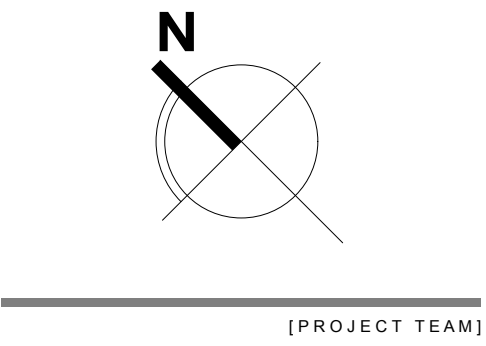


# Integra

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Telephone: 604 688 4220

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[ARCHITECT SEAL]

[CLIENT]

## THREE SHORES DEVELOPMENT

[PROJECT]

## EAST 4TH ST.

145-153 E 4th St  
North Vancouver, BC

[TITLE]

## AREA OVERLAYS ROOF DECK

[PROJECT]

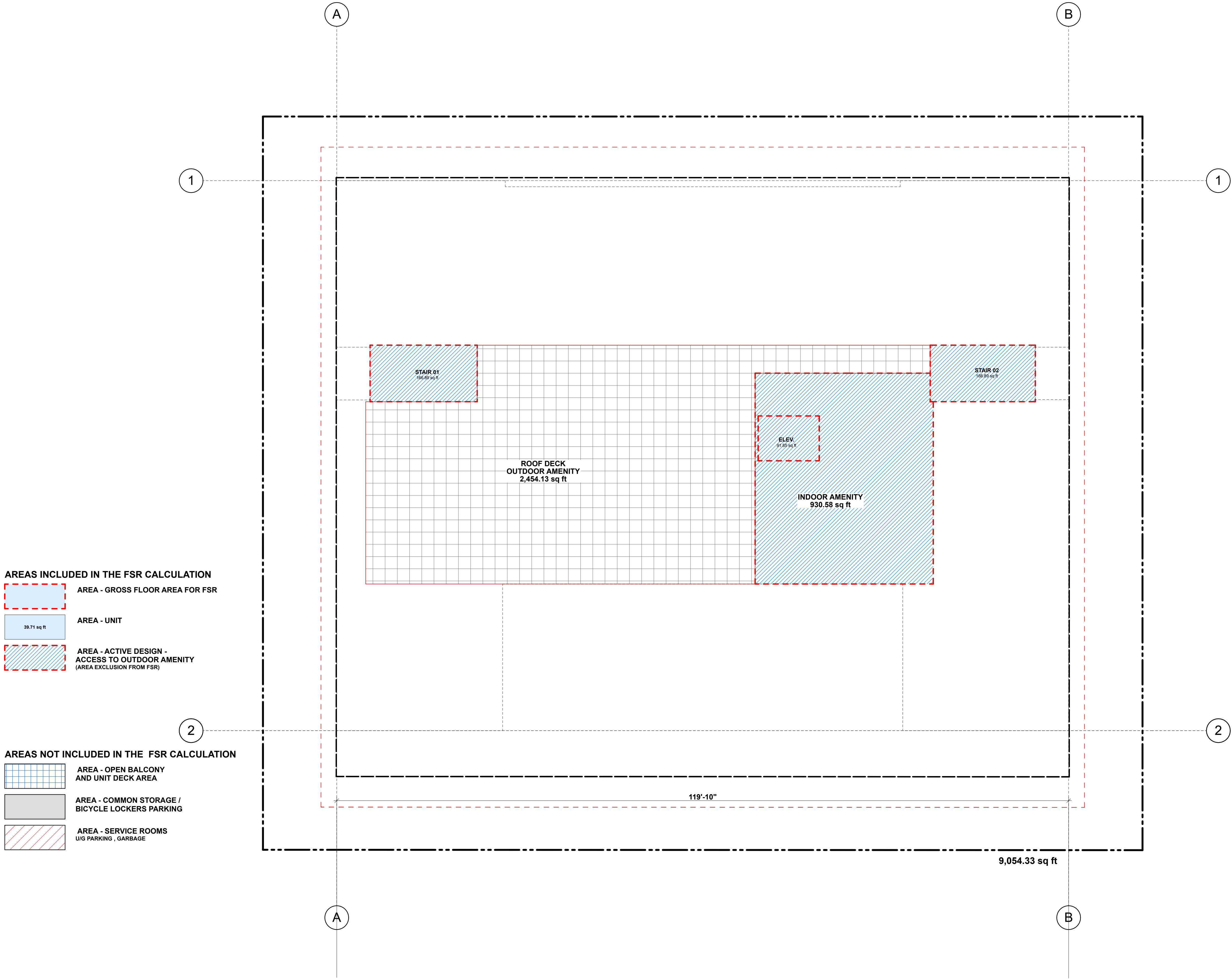
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1/8" = 1'-0" [DATE]

2020-08-07 [ISSUE]

ISSUE 03 - RZ/DP APP [DRAWING]

# A-9.060







## DEVELOPERS INFORMATION MEETING – SUMMARY REPORT

**To:** Mike Friesen, Planner 1, City of North Vancouver

**From:** Barry Savage, Three Shores Development

**Re:** 145-153 East 4<sup>th</sup> Street – Developer’s Information Session

**Date:** February 24, 2020

**Event Date:** Tuesday, February 18, 2020

**Time:** 6:00 PM – 8:00 PM

**Location:** John Braithwaite Community Centre (Harbourview Room), 145 West 1<sup>st</sup> Street

**Attendees:** Twenty Five (25) people

### **Notification**

#### Information Flyer

The Early Application Information Flyer was delivered to approximately 380 residents within a 40 meter radius of the site as per CNV requirements. See Appendix A for a copy of the information flyer and Appendix B for the address labels used for Canada Post delivery.

#### Site Signs

A site sign was erected on February 5, 2020 on E4th Street. See Appendix C.

#### Newspaper Advertisement

Advertisements were placed in the North Shore News, on February 12, 2020 and February 14, 2020. See Appendix D.

### **Event Details**

#### Attendees

Twenty Five (25) members of the public signed into the Developers Information Meeting. See Appendix E.

#### Comment Sheets

Eleven (11) of the double-sided comment sheets were completed at the Developers Information Meeting. Nine (9) comment sheets and two (2) emails were also received. See Appendix F.



In addition, the following project team members and City of North Vancouver staff were in attendance.

### **District of West Vancouver**

Mike Friesen, Planner 1

### **Project Team**

Barry Savage, Three Shores Development

Mehdi Shokri, Three Shores Development

Kieran Jankins, Integra Architecture

Shamus Sachs, Integra Architecture

Stephen Vincent, DKL Landscape Architects

Mladen Pecanac, IBI (Traffic Consultant)

Kellie Lawson, LPA (Tenant Relocation Consultant)

## **OVERVIEW**

An early input Developers Information Session provides an opportunity for participants to stop in when it is convenient for them. They review presentation boards to understand what is being proposed and speak with proponents and consultants about their individual questions and comments. This report provides a summary of the key themes and the comment sheets provide a more fulsome representation of comments.

Twenty Five (25) members of the public signed into the Open House of those a total of eleven (11) people or 44% of those that signed in completed the double-sided comment sheet. An additional nine (9) comment sheets and two (2) emails were received. The comment sheets included a series of questions.

All of the respondents (100%) live in North Vancouver.

QUESTION			
	<i>Yes</i>	<i>No</i>	<i>Not Sure</i>
Do you support the proposed project?	15	4	1
	RESPONSE THEMES		
What do you like most about the proposed project?	Need more rental supply Attractive design Close to amenities		
Do you have any concerns about the proposed project?	Building height Not enough parking Not affordable		



	Public walkway
What would you suggest to improve or enhance the proposed project?	Add another floor Add more units Limit height to 3 storeys Increase parking Bike storage
Please provide additional comments.	Too much development in North Van

See Appendix G for copies of the Display Boards.



## APPENDIX A: INFORMATION FLYER



### Development Information Open House

Early Public Input Opportunity

Rezoning Application

145 – 153 East 4<sup>th</sup> Street, North Vancouver

Date: Tuesday February 18, 2020

Time: 6:00 – 8:00 pm

Place: John Braithwaite Community Centre

Harbourview Room

145 West 1st Street, North Vancouver



Three Shores Development has submitted a Development Application for 145-153 East 4th Street to rezone and consolidate the properties to permit development of a five-storey rental residential building consisting of 69 rental units. The proposal includes 49 parking spaces accessed from the rear lane.

Three Shores Development will be hosting an information session where interested members of the public will have an opportunity to learn about and respond to the application.

#### Applicant Contact

Barry Savage

Three Shores Development

E: [bsavage@threeshoresdevelopment.com](mailto:bsavage@threeshoresdevelopment.com)

T: 604-505-8818

#### City of North Vancouver Contact

Mike Friesen

Planner 1

E: [mfriesen@cnv.org](mailto:mfriesen@cnv.org)

T: 604-990-4206



November 22, 2019



Dear 145 - 153 E 4<sup>th</sup> Tenants,

**Re: 145 – 153 E 4<sup>th</sup> Street, City of North Vancouver PROPOSED REDEVELOPMENT**

---

We are sorry you were unable to join us for the Tenants meeting held last night. Enclosed is a copy of the information that was shared with tenants who attended the meeting.

The Information Package ensures you are the first to know about our intention to apply to the City of North Vancouver to redevelop the property and build a new 69-unit rental residence. **IT IS NOT A NOTICE TO VACATE.**

We want to let you know about the redevelopment proposal and an estimated timeline of how long the application and approval process is likely to take with the City of North Vancouver.

**ESTIMATED TIMETABLE FOR THE CITY APPROVAL PROCESS. PLEASE NOTE: Dates are estimates only.**

- **Rezoning Application Submission:** by November 30, 2019
- **IF APPROVED - Building & Demolition Permits:** Estimated to be late 2020
- **4 months Written Notice to Vacate** – Estimated date to be delivered to – **Late 2020 or Early 2021**
- **Demolition and Construction start:** Early to Mid-2021

**EVENTS TO DATE**

- **November 21, 2019** – Tenants Meeting

Tenants who attended the meeting received the following information at the meeting. This information is now provided to you:

- **City of North Vancouver Policy 18** – Residential Tenant Displacement Policy (enacted November 16, 2015)
- **Three Shores Development Tenant Compensation provisions**
- **A How to Arrange an Interview Letter** – Interviews will commence in January 2020 for tenants who wish to avail themselves of our consultants services.

**What is POLICY H18?**

The City of North Vancouver Policy H18 Tenant Displacement Policy describes what developers are required to do when tenants are involved, what compensation will be provided when you eventually decide to move, and what assistance and support will be available to you during the search and relocation process.

**TENANT ASSISTANCE PACKAGE AND FREQUENTLY ASKED QUESTIONS**

Applicants are required to be in compliance with Policy H18 and offer compensation & assistance as part of the Development approval process. The document we circulated outlines the financial assistance and tenant support provided by LPA and offers answers to Frequently Asked Question.

**HOW TO ARRANGE AN INTERVIEW**

Beginning in January, LPA will be available to all tenants for interviews should you wish help in finding a new home. You may contact them for an in-home interview when you are ready to begin your search. It is not mandatory to use their services. It is helpful for LPA to know whether or not you wish their assistance and the best time to meet with you. If you do not require or wish to have assistance, **please call or email them and let them know.**

The “**How to Arrange an Interview**” Form is in this package of information. LPA will begin interviews in January. Please complete and email a meeting request to [doug@lpadevelopment.com](mailto:doug@lpadevelopment.com) or call **604.736.5546** to arrange a time that works for you.



Interviews are done in your home and take about 45 minutes to 1 hour. LPA can answer your questions and understand what your individual needs and wants may be. They will discuss how they can work with you to help make your housing search go as smoothly as possible.

**We at Three Shores Development will provide regular PROGRESS updates for you over the course of the Development Permit process.**

Please contact me regarding any questions about the Development Permit Approval Process, or LPA at [doug@lpadevelopment.com](mailto:doug@lpadevelopment.com) if you have any questions regarding tenant relocation assistance.

Sincerely Yours,  
**Three Shores Development Ltd.**

A handwritten signature in black ink, appearing to read 'B Savage'.

Barry Savage  
Principal



# 145 & 153 East 4<sup>TH</sup> Street, North Vancouver Tenant Meeting

## Thursday, November 21, 2019

### Tenant Assistance Package

This document provides an overview of the Tenant Assistance Three Shores Development is offering to tenants of 145 and 153 East 4<sup>th</sup> Street in North Vancouver.

### RENTAL ASSISTANCE

There are a few important distinctions between the Three Shore Development Tenant Assistance and the requirements in the City of North Vancouver Tenant Relocation Policy:

1. City policy requires rent assistance of 3 months. **Three Shores Development is providing a minimum of 4 months assistance that increases based on tenants tenure.** (see Rent Assistance table below)
2. City policy requires Tenant Assistance to be offered based on when the Rezoning Application is submitted. **Three Shores Development is offering assistance starting immediately.**
3. City policy does not require moving allowance. **Three Shores Development is providing a moving allowance based on suite size.** (See Moving Allowance table below)

The table below summarizes what Three Shores Development is offering in comparison to the City of North Vancouver requirements. The number in each column indicates the number of months rent you will receive upon move out.

Tenure	City of North Vancouver Policy Requirements	Three Shores Development Rent Assistance Offered
1 – 4 years	3	4
5 – 9 years	3	5
10 – 14 years	3	7
15 – 19 years	3	9
20 – 24 years	3	12
25 – 29 years	3	14
30 + years	3	18

### MOVING ALLOWANCE

In addition, at move out, Three Shores Development will also provide a moving allowance:

Suite Type	Moving Expense Assistance
1 bedroom	\$500
2 bedroom	\$750



## Q&A ABOUT THE COMPENSATION PROCESS

### How is tenure calculated?

Tenure is calculated **based on your move in date and the date the Rezoning Application is submitted** (anticipated submission date: December 2019).

### Do I continue to accrue tenure until I move out?

**No.** Tenure stops accruing on the date the Rezoning Application is submitted. This means that your compensation remains the same if you decide to move out prior to the day the Rezoning Application is submitted or if you decide to stay until the day the building is closed.

### What if I want to move out right away? Do I still get compensation?

**Yes.** Three Shores Development will provide compensation starting immediately if you decide to move right away.

### Do I need to work with the Tenant Support Team? Will this impact my compensation?

**No.** You are entitled to compensation regardless of whether you use the assistance of the Tenant Support Team or not.

### Do I need to notify the Tenant Support Team if I don't need assistance finding a new home?

**Yes.** You don't need to use the Tenant Support Team to assist with your move, but you do need to advise LPA in writing that you don't need assistance.

### How is rental and moving assistance paid? What about my damage deposit?

**2 cheques will be issued:** 1) rental and moving assistance cheque and 2) damage deposit cheque.

### When will I get my cheques? Who do I get them from?

You will receive your cheques from the **Building Manager** at the time you complete your move out inspection.

### How do I ensure I receive my compensation?

Simply **complete the following:**

- 1) Pay all rent in full during your remaining time in your suite
- 2) Provide a written Notice to Vacate to the property manager. (Include your new address and new rent)
- 3) Empty your suite of all furniture and personal belongings, including:
  - No food or garbage left in suite or around the garbage area
  - Refrigerator, stove, sinks, toilet, and bathtub clean
  - Floors vacuumed
  - Parking stall and storage locker empty
- 4) Return all keys and/or fobs
- 5) Sign Tenant Relocation Compensation Form and receive your cheques

**For more information, please contact:**

**LPA Development Consultants** - Doug, Kellie, Robin & Shawnessy  
e. [doug@lpadevelopment.com](mailto:doug@lpadevelopment.com) | t. 604-736-5546



# THE CORPORATION OF THE CITY OF NORTH VANCOUVER

## BYLAW NO. 8817

### 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, 2021, No. 8817**” (**Barry Savage / Integra Architecture Inc., 145-153 East 4<sup>th</sup> Street, CD-732**).
2. Division VI: Zoning Map of Document “A” of “Zoning Bylaw, 1995, No. 6700” is hereby amended by reclassifying the following lots as henceforth being transferred, added to and forming part of CD-732 (Comprehensive Development 732 Zone):

Lots	Block	D.L.	Plan	
34	132	274	8996	from RM-1
35	132	274	8996	from RM-1

3. Part 11 of Division V: Comprehensive Development Regulations of Document “A” of “Zoning Bylaw, 1995, No. 6700” is hereby amended by:

- A. Adding the following section to Section 1100, thereof, after the designation “CD-731 Comprehensive Development 731 Zone”:

“CD-732 Comprehensive Development 732 Zone”

- B. Adding the following to Section 1101, thereof, after the “CD-731 Comprehensive Development 731 Zone”:

“CD-732 Comprehensive Development 732 Zone”

In the CD-732 Zone, permitted Uses, regulations for permitted Uses, regulations for the size, shape and siting of Buildings and Structures and required Off-Street Parking shall be as in the RM-1 Zone, except that:

- (1) One Principal Building shall be permitted on one Lot;
- (2) The permitted Principal Use on the Lot shall be limited to:
  - (a) Rental Apartment Residential Use;
    - i. Accessory Home Office Use;
    - ii. Accessory Off-Street Parking Use;
- (3) Gross Floor Area;



- (a) The Principal Building shall not exceed a Gross Floor Area of 1.0 times the lot area, provided that this amount may be increased to a maximum of 1.60 times the Lot Area through the provision of Adaptable Design subject to Section 423;
- (b) Notwithstanding 3(a), the maximum Gross Floor Area may be further increased, upon entering into a Housing Agreement with the City, from the “Base Density” to the “Total Density” as follows:

<b>BASE DENSITY</b>			
<b>OCP Schedule 'A'</b>		<b>1.60 FSR</b>	
<b>ADDITIONAL (BONUS) DENSITY</b>			
<b>ADDITIONAL DENSITY CATEGORY</b>	<b>DESCRIPTION</b>	<b>ADDITIONAL DENSITY (BONUS)</b>	<b>POLICY REFERENCE</b>
100% Rental Housing	Secured rental apartment building, of which 7 units are mid-market	1.0 FSR	OCP Section 2.2
<b>TOTAL DENSITY</b>		<b>2.60 FSR</b>	

To a maximum of 2.60 FSR;

- (4) The Lot Coverage of the Principal Building shall not exceed a maximum of 53 percent;
- (5) Height:
  - (a) The Principal Building shall not exceed a Height of six storeys and 18.16 metres (59.80 feet) as measured from the average Building Grade at the North property line along East 4<sup>th</sup> Street;
- (6) The minimum required Principal Building setback, measured to each building face, shall be limited to:
  - (a) 3.05 meters (10 feet) from the Front Property Line (East 4th Street);
  - (b) 1.92 meters (6.3 feet) from the rear Lot Line;
  - (c) 3.66 meters (12.0 feet) from the Interior Lot Line;
- (7) Section 510(1) Minimum Dwelling Unit Size be varied to permit a Gross Floor Area of no less than 34.8 square metres (375 square feet);



(8) Section 510(3) Building Width and Length shall not apply;

READ a first time on the <> day of <>, 2021.

READ a second time on the <> day of <>, 2021.

READ a third time on the <> day of <>, 2021.

ADOPTED on the <> day of <>, 2021.

---

MAYOR

---

CORPORATE OFFICER



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# Council's Strategic Plan Progress Report

Presented February 8, 2021  
Strategic & Corporate Services



## 2020 Strategic Plan Progress Report

- Council's Strategic Plan 2018-2022
- COVID-19 Impacts – shift in 2020 plans
- 2020 efforts pivoted to support pandemic activities that aligned to Strategic Plan priorities, while also keeping the majority of the strategic plan deliverables on track.





## 2020 Strategic Plan Progress Report

### A City for the People

- ❖ Completed Child Care Action Plan
- ❖ First phase of the Community Recreation Strategy completed and endorsed by Council
- ❖ Four housing projects received occupancy resulting in 170 mid-market rental units.



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## 2020 Strategic Plan Progress Report

### A Liveable City

- ❖ Climate & Environment Task Force launched; guiding principles endorsed by Council.
- ❖ Forest restoration - Total of 322 trees planted.
- ❖ Partnered with Metro to identify opportunities to strengthen the local food recovery network.



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## 2020 Strategic Plan Progress Report

### A Vibrant City

- ❖ Open Streets initiative implemented.
- ❖ Parklet program expanded as part of Open Streets.
- ❖ New North Vancouver museum under construction in 2020. Opening in 2021.



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## 2020 Strategic Plan Progress Report

### A Connected City

- ❖ RapidBus (B-Line) Service launched in April.
- ❖ Transit priority improvements delivered along Lonsdale as part of Open Street Action Plan.
- ❖ 2 kilometres of protected mobility lanes were constructed



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## 2020 Strategic Plan Progress Report

### A Prosperous City

#### ❖ *Opportunities to support local business developed as part of the COVID-19 response including:*

- Business Pandemic Planning group
- Support for queuing on sidewalks,
- Open Streets
- Temporary patio program
- Parklets
- Alcohol consumption in public places
- Shop local campaign
- Business Bulletin to provide information to businesses
- Staff support to Mayor's Business Advisory Working Group
- COVID hot line



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## Corporate Business Plan 2021

- What is a Corporate Business Plan (CBP):  
*A CBP tells the story of what an organization is doing, why they are doing it and how to measure success.*
- The CBP complements Council's Strategic Plan
- The CBP is the annual action plan for staff and encompasses day to day work and initiatives that support and further Council's strategic priorities at a broader level.



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## Corporate Business Plan 2021

- This year's CBP is a first iteration. Future versions will link to departmental plans, financial processes, performance indicators & long term plans.
- Organized into eleven outcomes that support Council's Strategic Plan and guide our work.
- Under outcomes are key initiatives – these are the programs & projects seen as critical towards advancing the outcomes.



## Corporate Business Plan Outcomes 2021





## Corporate Business Plan Outcomes 2021



### A Safe & Secure Community

We provide a safe and secure community where homes and business are well protected, personal information is secured and the City is prepared to respond to and recover from emergencies and disasters.



### A Healthy & Welcoming Community

We provide an inclusive environment where diversity is respected and celebrated, and community members are supported and connected.



### A Connected & Accessible Community

We build and maintain roads, streets, sidewalks and pathways that are well-connected and integrated to enable the safe and efficient movement of people and goods by a variety of modes throughout the City and beyond.

## Corporate Business Plan Outcomes 2021



### A Functional Community

We provide plans, policies, bylaws and the organizational capacity to protect and enhance the look, feel and utility of the community.



### A Vibrant Community

We create public spaces that are vibrant and exciting, and give people the opportunity to gather, grow and connect through positive experiences.



### An Environmentally -Responsible Community

We protect our environmental assets, address climate change through policies and action, and steadily reduce the impact of municipal operations on the natural environment.



### A Prosperous Community

We encourage a prosperous and thriving economy by attracting new business and supporting existing businesses.

## Corporate Business Plan Outcomes 2021

	<b>A Fiscally Responsible Organization</b>	We are a leader in promoting transparent fiscal sustainability and accountability.
	<b>An Open &amp; Engaged Organization</b>	We are actively and consistently engaging our residents and stakeholders using a variety of platforms on City projects, programs, services and infrastructure.
	<b>A Cooperative &amp; Collaborative Organization</b>	We work with a wide range of partners to continually improve the delivery of programs, services and infrastructure within the City.
	<b>A Dynamic Organization</b>	We are recognized as a top, innovative employer where there is a well-established culture of learning and continuous improvement.

## Corporate Business Plan 2021

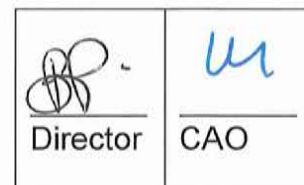
### Next Steps:

- Annual updating of Corporate Initiatives
- Imbed framework into financial processes and departmental work planning processes
- Identify key performance indicators









The Corporation of **THE CITY OF NORTH VANCOUVER**  
**STRATEGIC & CORPORATE SERVICES DEPARTMENT**

**INFORMATION REPORT**

---

To: Mayor Linda Buchanan and Members of Council

From: Barbara Pearce, Director, Strategic & Corporate Services

Subject: 2018-2022 COUNCIL STRATEGIC PLAN – PROGRESS UPDATE TO  
END OF 2020

Date: January 27, 2021 File No: 13-6430-01-0001/2021

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**ATTACHMENTS:**

1. Alignment of Council's Strategic Plan & Corporate Business Plan ([Doc 2015913](#))
2. 2021 Corporate Business Plan – Outcomes & Initiatives ([Doc. 2015616](#))

**PURPOSE:**

The purpose of this report is to update Council on those achievements made towards the priorities identified in Council's 2018-2022 Strategic Plan, as well as introduce Council to the new Corporate Business Plan 2021.

**BACKGROUND:**

On July 22, 2019, the 2018-2022 Council Strategic Plan was adopted. Since this time, the strategic priorities have been integrated into the City's planning processes and are now part of the corporate vernacular. In November 2019, work began on the development of a Corporate Business Plan framework. COVID-19 delayed implementation of the framework in 2020. Staff have now completed work on the first phase of the Corporate Business Plan, which will be further refined and integrated into corporate planning processes throughout the coming months.

**PROGRESS TO DATE:**

Below is a summary of some key 2020 achievements towards fulfilling Council's five strategic priorities.



## A City for People

- *Complete Balanced Housing Lab and implement its solutions*
  - Idea generation workshop led to the creation of prototype ideas, which led to policy and process options to test.
- *Improve access to childcare and early childhood development opportunities*
  - Completed Child Care Action Plan
- *Develop a Community Recreation Strategy that includes the Harry Jerome Community Recreation Centre*
  - "A Healthy City for All: The Role of Community Recreation" was endorsed by Council and supported the decisions in relation to the Harry Jerome Community Recreation Centre. This represents the first phase of the Community Recreation Strategy
- *Improve relationships with local Indigenous communities and our urban Indigenous population.*
  - Letter of support prepared in support of Squamish Nation Climate Action Plan funding
- *Increase number of below market housing units*
  - Four projects received occupancy resulting in 19 mid market rental units in 2019/2020.

## A Liveable City

- *Develop and adopt a new Climate and Environment Strategy that includes a pathway to zero emissions by 2050.*
  - Climate and Environment Task Force launched, strategy guiding principles and themes endorsed by Council, and initial actions identified. Low Carbon building bylaw adopted by Council for all new Part 9 construction, and Phase 1 of North Shore Heat Pump Project completed.
- *Implement new climate adaptation and environmental improvement measures (including accelerating the expansion of the urban tree canopy and enhancing habitat to augment ecosystem services)*
  - Forest restoration in Heywood, Greenwood, Moodyville, Hamersley, Eastview and Mosquito Creek Parks. Total of 322 trees planted. Park Stewards volunteered 386 hrs, planted 680 native trees and shrubs and removed 66m<sup>3</sup> of invasive plants. Stream & Drainage System Protection Bylaw and Erosion and Sediment Control requirements amended
- *Advance the City's Electric Vehicle Strategy to accelerate the transition to electric vehicles.*
  - External funding secured and locations confirmed for additional medium and fast charge EV stations for the City-owned public charging station

network. Consultant retained and study complete for proposed non-residential EV readiness requirements.

- *Explore opportunities to reduce food waste through partnership with the business community and non-profits*
  - Staff worked in partnership with Metro Vancouver and members of North Shore Table Matters to identify opportunities to support and strengthen the local food recovery network.
- *Increase the proportion of residents with safe and convenient access to transit and active transportation infrastructure*
  - Delivered 2 new kilometres of protected mobility lanes along the 1st/ 2nd corridor between McKay and 3rd and along Cotton Road eastbound from Gladstone to Brooksbank. Provided additional space for walking and cycling along key active transportation corridors and areas as part of City's COVID-19 response.

## **A Vibrant City**

- *Build a new vision to revitalize Lonsdale Avenue as a high street*
  - Staff shifted vision for 2020 towards emphasizing an immediate and impactful COVID-19 response. Open Streets pilot was implemented to provide safe spaces for the public to continue to shop and gather in central Lonsdale.
- *Complete an arts and culture strategy*
  - Arts and culture will be incorporated into phase 2 of the Community Recreation Strategy which will initiate in 2021.
- *Complete the new North Vancouver Museum*
  - Construction underway through 2020. Completion and opening in 2021.
- *Investigate economic opportunities around arts and culture*
  - Identified as a key component for the 2021 Economic Investment Strategy.
- *Provide expanded opportunity for parklets*
  - Parklet program expanded as part of Open Streets initiative

## **A Connected City**

- *Develop and adopt new Mobility Plan*
  - Developed draft strategic framework content (vision, goals, principles and emerging directions) to support initial public engagement on project in early 2021.



- *Complete Lonsdale Transit Corridor Study*
  - Transit priority improvements (e.g., bus bulges and signal timing adjustments) delivered along Lonsdale as part of Open Street Action Plan.
- *Complete east-west RapidBus (B-Line)*
  - Service launched in April with initial phase of transit priority measures implemented.
- *Increase kilometres of protected bike lanes*
  - 2 kilometres of protected mobility lanes were constructed in 2020 along the 1st/ 2nd corridor between McKay and 3rd and along Cotton Road eastbound from Gladstone to Brooksbank. Other spot improvements were made along Esplanade and Chesterfield.
- *Undertake Burrard Inlet Rapid Transit Technical Feasibility Study*
  - Study completed and released in September 2020. Companion Economic Impact Assessment study initiated to quantify cost of congestion and model economic impacts of BIRT investment.
- *Secure funding for the Casano Loutet Overpass project and the Upper Levels Greenway project*
  - Received external funding for Casano Loutet from TransLink, proceeding to tender construction for 2021.
- *Explore safe routes to schools opportunities*
  - Delivered key recommendations from Ridgeway School Zone Safety Review to improve intersection safety around school and reduce speed limit in surrounding neighbourhood.
- *Explore innovative solutions to transportation challenges, and continue to integrate land use and transportation planning to support connectivity across the region*
  - Completed Burrard Inlet Rapid Transit study and identified five technically feasible alignments for a rapid transit connection to the North Shore. Initiated the companion Economic Impact Assessment study for quantifying the cost of congestion and broader economic benefits. Completed communications strategy for NXSTPP and initiated branding consultancy.

## **A Prosperous City**

- *Create Lower Lonsdale Brewery District*
  - Zoning Change completed in 2019. Continue to support district through place making initiatives.
- *Foster the expansion of Business Improvement Associations across the City*
  - Relationship building continuing through informal discussions with individual business owners and providing information as requested.

- *Increase visibility as a tourism destination*
  - 2019 saw The Shipyards promoted widely. In 2020, pivoted to less events and more general public use of The Shipyards due to COVID-19.
- *Investigate actions to reduce barriers and challenges to local businesses*
  - Opportunities to support local business developed as part of the COVID-19 response, these include the formation of a Business Pandemic Planning group, support for queuing on sidewalks, Open Streets, temporary patio program, parklets, alcohol consumption in public places, shop local campaign, Business Bulletin to provide information to businesses, staff support to Mayor's Business Advisory Working Group, and COVID hot line.
- *Explore economic opportunities around arts, play, culture and culinary arts*
  - Identified as a key component for the 2021 Economic Investment Strategy.

## **COMMUNICATING PROGRESS**

In the last Strategic Plan Progress Update to Council in January 2020, staff committed to providing quarterly updates throughout the year. Unfortunately, due to COVID-19, resources were focused on addressing new priorities to help the City navigate operations under COVID-19 restrictions. Regular updates on operations and new priorities were provided to Council.

Now, with new processes and priorities firmly in place, regular updates will recommence. In 2021, staff will also focus on integrating Strategic Plan priority progress into our financial planning and reporting structures, specifically in regards to the Annual Municipal Report. Updates to the City website will continue to communicate to the public the ongoing commitment and work being undertaken in support of Council's Strategic Plan.

## **CORPORATE BUSINESS PLAN**

In November 2019, a Corporate Business Plan Steering Committee, supported by a consultant team, began work on the Corporate Business Plan (CBP). With Council's Strategic Plan vision and priorities setting the organization's path, the intent of the CBP is to formulate an annual action plan that encompasses the operational and regulatory work staff carry out, which underpin Council's strategic priorities.

The project initiated with introductory and process overview meetings and through the early months of 2020, the consultant team along with City staff, workshopped and collaborated on the development of the CBP. Over 75 staff from across seven departments participated in these workshops (some in more than one workshop), providing feedback and guidance to the consultants.

On March 4, 2020, the Steering Committee endorsed a final framework, vision, mission, guiding principles and outcomes for the CBP. A draft business plan was created, however with the uncertainty of the COVID-19 outbreak at its peak, subsequent Steering



Committee meetings were put on hold to allow staff to focus on shifting and newly emerging priorities. Over the course of the spring/summer 2020 work continued on the CBP project, redefining the framework and objectives of the project within the context of COVID-19.

In the fall 2020, the Steering Committee endorsed a revised version of the CBP for 2021. This plan, which aligns to and complements Council's Strategic Plan, see Attachment #1, will now guide the City's efforts towards achieving the vision of making our community the healthiest small city in the world.

The Corporate Business Plan is the annual action plan for staff. It will be used by the Leadership Team to support Council's strategic priorities, while ensuring the City's core programs and services continue to be delivered with a high degree of excellence. It will allow the organization to respond to opportunities and challenges, such as pandemics, with innovation and creativity; it will help to prioritize work within annual departmental plans by focusing efforts and resources; and it will align the organization with the bigger picture of the City's long-term goals.

The CBP is organized around eleven outcomes. These outcomes are high level goals that align to Council's Strategic Plan priorities and that support and guide each department and agency in the City. Under each outcome are key initiatives that will be delivered (Attachment #2). These initiatives are the programs and projects that staff see as critical towards advancing the corporate outcomes. Initiatives will be revisited each year, and progress will be communicated to Council.

#### **NEXT STEPS**

With the CBP 2021 in place, staff will now focus attention on integrating this planning framework into financial processes such as the Annual Municipal Report as well as Capital and Operating budget process. Additionally, developing consistent departmental work planning processes and key progress indicators tied to the CBP will be identified and implemented for 2022 / 2023.

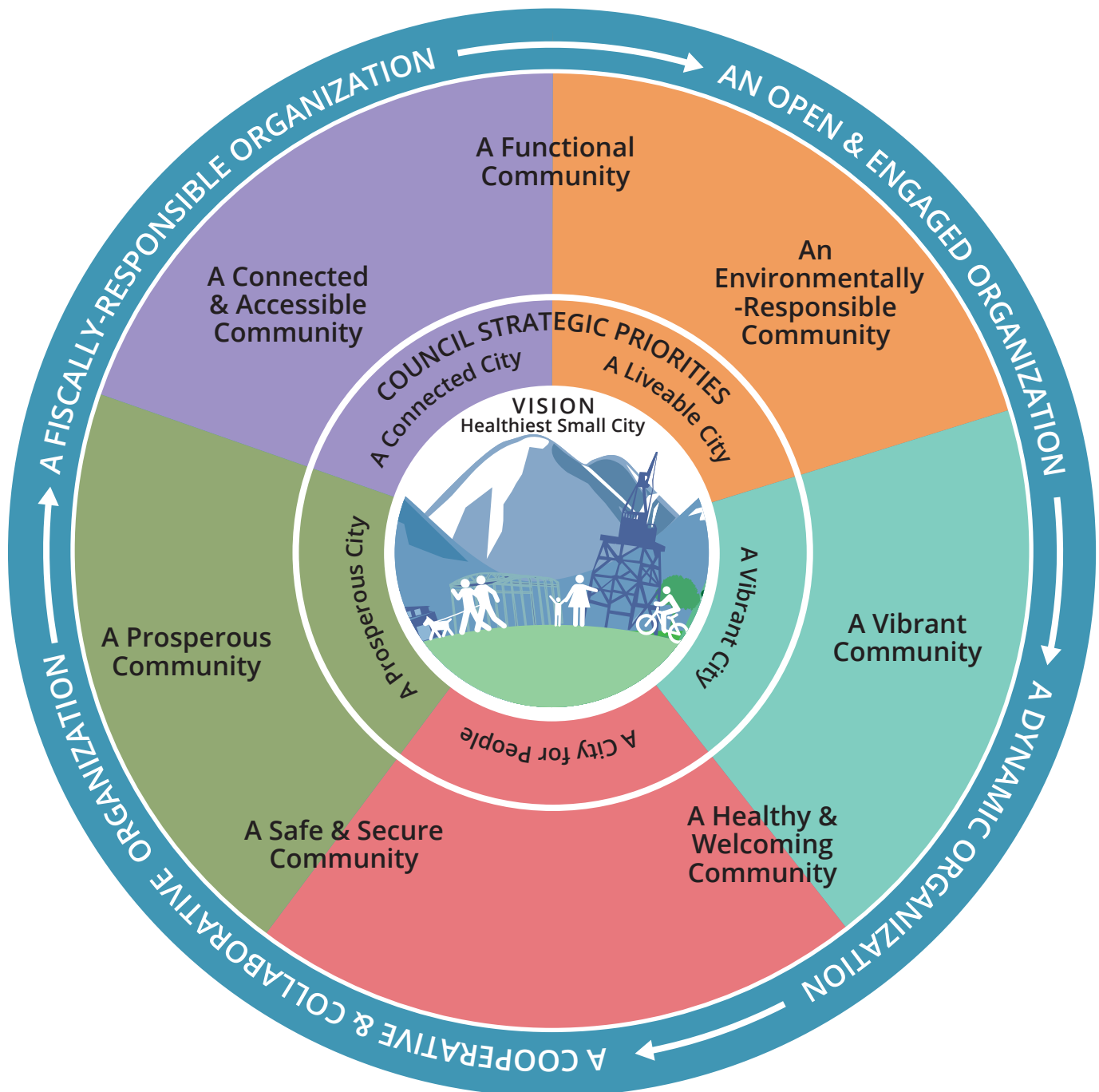
RESPECTFULLY SUBMITTED:



Barbara Pearce  
Director, Strategic & Corporate Services



## CORPORATE BUSINESS PLAN FRAMEWORK







## 2021 CORPORATE OUTCOMES & INITIATIVES



### A Safe & Secure Community

We provide a safe and secure community where homes and business are well protected, personal information is secured and the City is prepared to respond to and recover from emergencies and disasters.

- Complete a Fire Services Master Plan
- Collaborate with NSEM and the other North Shore communities to renew the North Shore Emergency Management Strategy



### A Healthy & Welcoming Community

We provide an inclusive environment where diversity is respected and celebrated, and community members are supported and connected.

- Commence Phase 2 of the Community Recreation Strategy
- Advance the Harry Jerome Community Recreation Centre Redevelopment
- Participate in the North Shore Homelessness Action Project



### A Connected & Accessible Community

We build and maintain roads, streets, sidewalks and pathways that are well-connected and integrated to enable the safe and efficient movement of people and goods by a variety of modes throughout the City and beyond.

- Continue to expand active transportation in the City
- Launch the E-bike share pilot program
- Complete Economic Impact Assessment for Burrard Inlet Rapid Transit



### A Functional Community

We provide plans, policies, bylaws and the organizational capacity to protect and enhance the look, feel and utility of the community.

- Complete the Community Well-Being, Mobility and Environmental Strategies
- Initiate development process review including targeted bylaw changes
- Continue implementation of transportation and mobility requirements for new developments

#### CITY DEPARTMENTS (LEAD)

■ Chief Administrative Officer

■ Clerks

■ Community & Partner Engagement

■ Engineering, Parks & Environment

■ Finance

■ Fire

■ Planning & Development

■ Strategic & Corporate Services

## 2021 CORPORATE OUTCOMES AND INITIATIVES (CONT'D)



### A Vibrant Community

**We create public spaces that are vibrant and exciting, and give people the opportunity to gather, grow and connect through positive experiences.**

- Support the opening of the new Museum of North Vancouver
- Expand and improve the Open Streets Initiative and Place-Making Activations
- Initiate the Waterfront Park Master Plan



### An Environmentally-Responsible Community

**We protect our environmental assets, address climate change through policies and action, and steadily reduce the impact of municipal operations on the natural environment.**

- Collaborate on a plan to migrate Lonsdale Energy Corporation to renewable energy sources
- Implement and expand the Electric Vehicle Strategy
- Support and promote the Park Stewards Program
- Update the Green Building Policy for Civic facilities



### A Prosperous Community

**We encourage a prosperous and thriving economy by attracting new business and supporting existing businesses.**

- Review and update the City's Economic (Investment) Strategy
- Support and participate in economic partnerships in the region
- Develop an Employment Lands Strategy

#### CITY DEPARTMENTS (LEAD)

- |                                  |                                    |                                  |
|----------------------------------|------------------------------------|----------------------------------|
| ■ Chief Administrative Officer   | ■ Engineering, Parks & Environment | ■ Planning & Development         |
| ■ Clerks                         | ■ Finance                          | ■ Strategic & Corporate Services |
| ■ Community & Partner Engagement | ■ Fire                             |                                  |



## 2021 CORPORATE OUTCOMES AND INITIATIVES (CONT'D)



### A Fiscally Responsible Organization

**We are a leader in promoting transparent fiscal sustainability and accountability.**

- Implement a new Asset Management Strategy
- Review the City's Long-Term Property Tax Strategy
- Improve the integration of the City's business and financial planning processes



### An Open & Engaged Organization

**We are actively and consistently engaging our residents and stakeholders using a variety of platforms on City projects, programs, services and infrastructure.**

- Implement a public engagement framework for all programs and projects
- Explore new initiatives for public input related to Council meetings



### A Cooperative & Collaborative Organization

**We work with a wide range of partners to continually improve the delivery of programs, services and infrastructure within the City.**

- Support Metro Vancouver Board's regional management and action plans
- Support the NXSTPP Steering Committee and implement 2021 priorities
- Support the implementation of the RCMP, NSEM, NVCL and NVRC Strategic and Corporate Plans
- Strengthen relationships with local Indigenous communities and our urban Indigenous population



### A Dynamic Organization

**We are recognized as a top, innovative employer where there is a well-established culture of learning and continuous improvement.**

- Review and update City's Human Resources Policies and Strategies
- Expand online City services including CityServe, CityFix and CityView
- Review and update City's Training, Education and Development Program

#### CITY DEPARTMENTS (LEAD)

- |                                  |                                    |                                  |
|----------------------------------|------------------------------------|----------------------------------|
| ■ Chief Administrative Officer   | ■ Engineering, Parks & Environment | ■ Planning & Development         |
| ■ Clerks                         | ■ Finance                          | ■ Strategic & Corporate Services |
| ■ Community & Partner Engagement | ■ Fire                             |                                  |

# 2021 Draft Operating Plan

Presented February 2021  
Finance



## 2021-2030 Financial Plan Process/Schedule

Date	Items for Discussion
December 7, 2020	2021 Utility Operations & Rate Models (Water, Sewer, Solid Waste)
January 25, 2021	2021-2030 Draft Preliminary Capital Plan
<b>February 8, 2021</b>	<b>Draft 2021 Operating Plan</b>
February 22, 2021	2021-2030 Capital Plan 2021 Early Approvals – Funding Appropriations
March 8, 2021	Final 2021-2030 Financial Plan (Capital and Operating)
April 12, 2021	Financial Plan Bylaw Tax Rate Increase Distribution Options

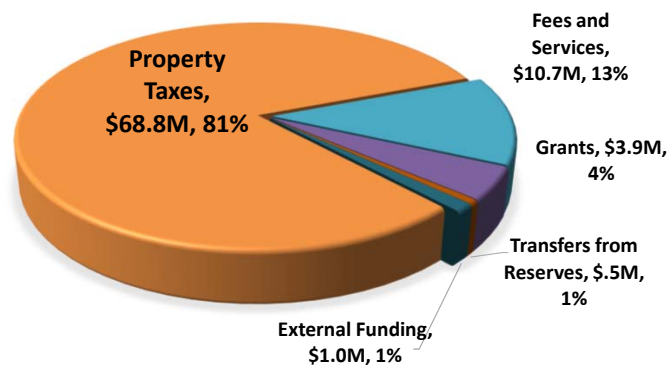




## Key Financial Policies and Principles

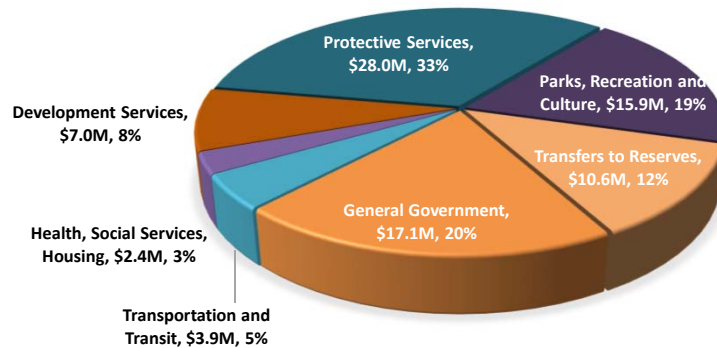
- The preparation and approval of an Operating Plan is consistent with:
  - the requirements of the Community Charter
  - The City's 2014 Official Community Plan
  - 2018-2022 Council Strategic Plan.

## Where the Money Comes From, \$84.9M





## Where the Money Goes, \$84.9M



## 2021 Proposed Tax Rate Increase

Baseline	Operating Plan	<b>1.29%</b>
	Shipyards to Operating	1.57%
	Corporate Provision (reverse COVID savings)	0.84%
New Items	Confirm Existing Positions (4 positions)	0.00%
	Staffing (2 positions)	0.22%
	Programs (1 new programs)	0.02%
	Major Agencies (1 increase)	0.04%
<b>Total</b>	<b>Increase prior to any additional Initiatives</b>	<b>3.98%</b>

*Average projected tax rate increase in the region is estimated to be 3.8% ranging from 2.4% to 5.7%*

## 2021 Proposed Tax Rate Increase (Detail)

	\$ (000's)	Tax Impact
2021 General Operating Program Increase		
Salary and Other Provisions	1,272	2.21%
Shipyards to Operating	905	1.57%
Corporate Provision (reverse 2020 COVID)	486	0.84%
New Capital Infrastructure Maintenance	277	0.48%
RCMP Contract	129	0.23%
RCMP Crime Reduction Unit (CRU - City Only)	(140)	(0.24%)
Major Agencies and Core Funded Agencies	17	0.03%
15 Chesterfield vacancy (net)	82	0.14%
Other Items (various)	165	0.29%
Increase in Non-Tax Revenues	(63)	(0.11%)
Tax Roll Growth	(1,000)	(1.74%)
<b>2021 Net Operating Program Increase</b>	<b>2,130</b>	<b>3.70%</b>
New Items – Operating	159	0.28%
<b>2021 Proposed Tax Rate Increase</b>	<b>2,289</b>	<b>3.98%</b>

## Municipal Tax Dollar Value “A Comparative View”



Typical Strata Property tax in 2020 was \$1,279

**3.98% tax rate increase = \$51 year**

Typical Strata Property tax in 2021 estimated at \$1,330 (or \$111 per month)

### What does \$111/month get you?

#### Municipal Services

- Fire & Emergency
- Policing
- Safe roads
- Swimming pools
- Libraries
- Community events
- Playgrounds
- Noise control
- Animal control
- Path/trails
- Counselling services
- Grass cutting
- Pest/weed control
- Snow removal

VS

Monthly Cable bill

or

Dinner out for 2

or

Heating + Power Bill

or

Lift ticket at Cypress Mountain

or

Monthly Insurance

or

Family Movie Night

\*actual 2021 property tax value will vary based on the Revised Roll from BC Assessment and Council decisions on Tax Rate Distribution options



## 2021 Proposed New Items

Item	Department	Description	Annual Amount	2021 Amount	Tax Draw %
<b>1. Confirm Existing Positions</b>					
1	CPE <i>Administration</i>	RFT Administrative Coordinator	-	-	0.00%
2	Engineering	RFT Environmental Technician	-	-	0.00%
3	Engineering	RFT (2) Labourers	-	-	0.00%
<b>Sub-Total Existing Positions</b>			-	-	0.00%
<b>2. Staffing</b>					
4	SCS <i>Human Resources</i>	RFT Senior HR Advisor	150,000	125,000	0.22%
5	Fire	RFT Fire Inspectors	-	-	0.00%
<b>Sub-Total Staffing</b>			150,000	125,000	0.22%

## 2021 Proposed New Items

Item	Department	Description	Annual Amount	2021 Amount	Tax Draw %
<b>3. Programs</b>					
6	SCS <i>Human Resources</i>	Career Development	10,000	10,000	0.02%
<b>Sub-Total Programs</b>			10,000	10,000	0.02%
<b>4. Major and Core Funded Agencies</b>					
7	Planning and Development	Core Funded Agencies – 2% Cost of Living	23,800	23,800	0.04%
<b>Sub-Total Staffing</b>			150,000	125,000	0.22%
<b>Total Requests</b>			183,800	158,800	0.28%

2021 Incremental Cost for Total Requests is \$25,000 which is 0.04% tax impact

## Tax Rate history for the past 5 years:

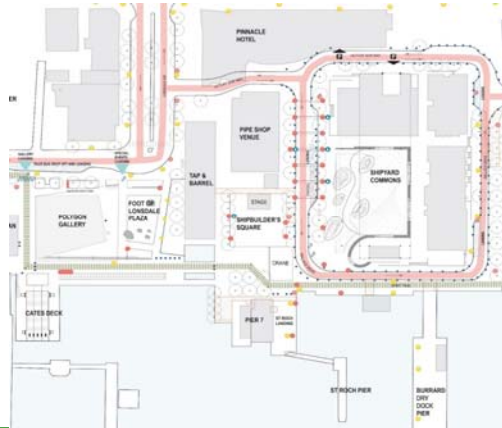
Year	Operating Plan	Capital Plan	Total
2016	1.90%	2.00%	3.90%
2017	1.40%	2.00%	3.40%
2018	1.50%	1.00%	2.50%
2019	2.25%	2.00%	4.25%
2020	2.00%	0.00%	2.00%
Average	1.81%	1.00%	3.21%
<b>2021</b>	<b>3.98%</b>	<b>0.00%</b>	<b>3.98%</b>

## 2021-2030 Financial Plan Next Steps:

- February 22<sup>nd</sup> Council Meeting:
  - 2021-2030 Capital Plan
- March 8<sup>th</sup> Council Meeting:
  - Final 2021-2030 Financial Plan



## Shipyards



## Shipyards 2020

The Shipyards Capital Project is now complete

- 2020 - start-up year to determine revenues and operational costs
- 2020 - unusual year due to COVID-19, included:
  - Interim reductions to staffing levels
  - Reduced programming
    - Shift from large events to passive programming
    - Focus on supporting the local business community
  - Reduced revenues
    - Limited event revenues
    - Waiving of Central Waterfront Maintenance Fee



## Shipyards 2021

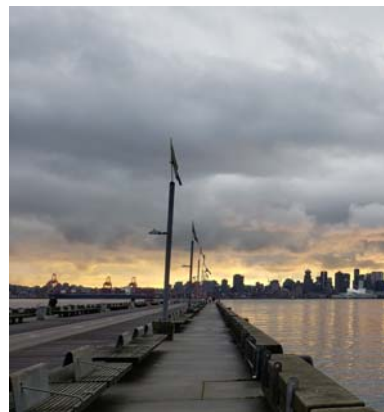
2021 transition Shipyards operations from Capital Project Plan to the Operating Plan

- 2021 Operating Plan assumes modest increase to revenues and site activity over 2020, includes:
  - Core Staff, Maintenance and Security
  - Splash Park and Skating Plaza (Dec 2021)
  - Manage programming expectations during pandemic
  - Large scale events not likely to take place
  - Programming to be revised as pandemic situation allows
  - Operational Planning and Asset Management
  - Stakeholder Engagement – visioning sessions with area partners



## Shipyards Operational Plan Highlights

Shipyards Operating Plan	2021	2022
<b>Expenses</b>		
Staffing – Office (4)	\$ 407,917.00	\$ 407,917.00
Staffing – Maintenance (3.5)	\$ 263,848.00	\$ 263,848.00
Staffing – Events (Site Hosts)	\$ 46,464.00	\$ 165,856.00
Administrative Costs (Rent)	\$ 59,879.00	\$ 59,879.00
Events & Programming	\$ 50,000.00	\$ 177,000.00
Marketing and Promotions	\$ 35,000.00	\$ 48,500.00
Site Maintenance and Operations	\$ 527,892.00	\$ 877,000.00
Coppersmith Shop - Owners Cost	\$ 160,000.00	\$ 160,000.00
<b>Total Anticipated Expenses</b>	<b>\$ 1,551,000.00</b>	<b>\$ 2,160,000.00</b>
<b>Revenues</b>		
Central Waterfront Maintenance Fee	\$ 192,830.00	\$ 256,830.00
Licence Revenues	\$ 20,000.00	\$ 65,000.00
Lease Revenues	\$ 343,170.00	\$ 343,170.00
Income Revenue Share	\$ 35,000.00	\$ 225,000.00
Parking Revenues	\$ -	\$ 250,000.00
Skate Plaza Revenues	\$ 15,000.00	\$ 80,000.00
Corporate Events/Rentals	\$ -	\$ 80,000.00
Wharf Rentals/Filming	\$ 25,000.00	\$ 40,000.00
Corporate Event Sponsorship	\$ 15,000.00	\$ 50,000.00
Revenue Contingency	\$ -	\$ 150,000.00
<b>Total Anticipated Revenues</b>	<b>\$ 646,000.00</b>	<b>\$ 1,240,000.00</b>
<b>Net Cost Shipyards Operations</b>	<b>\$ 905,000.00</b>	<b>\$ 920,000.00</b>









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

**REPORT**

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To: Mayor Linda Buchanan and Members of Council

From: Ben Themens, Director of Finance

Subject: DRAFT 2021 OPERATING PLAN

Date: January 27, 2021 File No: 05-1715-20-0001/2021

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**RECOMMENDATION**

PURSUANT to the report of the Director of Finance, dated January 27, 2021, entitled "Draft 2021 Operating Plan":

THAT Council provide input on the Draft 2021 Operating Plan (Operating Budget) that reflects a baseline tax rate increase of 3.98%, which includes 3.70% for the operating plan, and 0.28% for requested new items;

AND THAT the Draft 2021 Operating Plan be adjusted on the basis of the feedback received and submitted to Council for consideration.

**ATTACHMENTS**

1. 2021 Draft Operating Plan (CityDoc#[2013225](#))
2. 2021 Planning Review of Core Funding (CityDoc#[2012987](#))
3. 2021 New Items Requests (CityDoc#[1989333](#))

**DISCUSSION**

The purpose of this report is to provide highlights of the 2021 Draft Operating Plan (Operating Budget) being presented to Council on February 8, 2021.

The City's ten-year Financial Plan includes an Operating Plan, Capital Plan, and a Utility Plan. The City strives to develop a plan that balances the needs of residents, maintains services in light of increasing costs, and keeps taxes at a reasonable level. The Financial Plan is a forecast, addressing current issues, as well as longer term issues and needs. The amount of specificity is greatest for the earliest years, yet the Plan remains a valuable



tool for allowing the City to be proactive in meeting infrastructure maintenance, replacement, and other challenges.

The Community Charter requires that Council adopt a five year Financial Plan to include both operating and capital items before May 15 in each year. For many years, the City has exceeded this requirement by producing ten-year Project and Utility Plans. The Operating Plan addresses the annual operations of the City.

Finance and departmental staff have worked together to prepare and review all budgetary forecasts, with the goals of keeping the base tax rate increase at a minimum level, and adhering to the City's budget objectives which emphasize efficiency, accountability, and value for money. Included in this process is a review of all revenue programs to determine best estimates into the future. We have reviewed and held all non-salary operating cost increases to a minimum.

The Draft 2021 Operating Plan (Attachment 1) includes ongoing provisions for increases in City wages and benefits, RCMP contract, agencies, new capital cost impacts, and other cost adjustments. The following table provides a high level summary:

**Current Overall Increases and Decreases from 2020 to 2021**

	<b>\$ (000's)</b>	<b>Tax Impact</b>
<b>2021 General Operating Plan Increase (1)</b>		
Salary and Other Provisions	1,272	2.21%
Shipyards & Waterfront Operations	905	1.57%
Reversal of 2020 COVID-19 Savings	486	0.84%
New Capital Infrastructure Maintenance	277	0.48%
Major Agencies and Core Funded Agencies	17	0.03%
15 Chesterfield vacancy (net)	82	0.14%
Other Items (various)	165	0.29%
RCMP	(11)	(0.01%)
Increase in Non-Tax Revenues	(63)	(0.11%)
Tax Roll Growth	(1,000)	(1.74%)
<b>2021 Net Operating Plan Increase</b>	<b>2,130</b>	<b>3.70%</b>
 New Items – Operating (2)	 159	 0.28%
<b>2021 Proposed Tax Rate Increase</b>	<b>2,289</b>	<b>3.98%</b>

*(A 1% tax rate increase generates approximately \$575,000 in tax revenue for the City)*

## **1. General Operating Plan Increases: 3.70%**

### ***Salary Contractual and Other Wage Provisions - \$1,272,000 increase***

The Draft 2021 Operating Budget provides for 2021 contractual (settled and unsettled) commitments, benefit premiums and other corporate provisions.

### ***Shipyards & Waterfront Operations - \$905,000 increase***

The Shipyards is a significant public destination. With development of Lot 5, Foot of Lonsdale & the Pier development, new public spaces & facilities will be provided and revenue sources secured. In keeping with past practice of funding the first year of operations of major new infrastructure through the Capital Plan, the net amount of Shipyard expenses and revenue forecast is included in the Operating budget for 2021 and going forward.

### ***Reversal of 2020 COVID-19 Savings and Expenditures - \$486,000 increase***

In early 2020 the City launched a broad strategy to address the expected significant fiscal challenges brought about by the COVID-19 pandemic. An expense management policy was implemented to offset potential lost revenue in the fiscal year and included items such as:

Salary and Other Provisions <sup>1</sup>	\$ 656,000
Other items (various) <sup>2</sup>	(165,000)
Decrease in Non-tax Revenues	<u>(5,000)</u>
<b>Total</b>	<b>\$486,000</b>

<sup>1</sup>2020 Vacancy management and deferred wage increments, added back in 2021.

<sup>2</sup> A provision for borrowing costs associated with "Revenue Anticipation Borrowing Bylaw, 2020, No. 8749" dated March 24, 2020, which has now been removed.

### ***New Capital Infrastructure Maintenance - \$277,000 increase***

It is the City's practice to provide funding for substantiated increased maintenance costs to support enhanced infrastructure and equipment, after the projects have been completed and implemented. The 2021 increase can be summarized as follow:

Information Technology Programs	\$ 173,439
Parks Infrastructure	57,690
Streets Infrastructure	<u>45,550</u>
<b>Total</b>	<b>\$276,679</b>

### ***Major Agencies and Core Funded Agencies - \$17,000 increase***

The increase in funding is mainly due to contractual wage obligations for City shared-cost and core-funded agencies, which the City has traditionally funded. The net Agencies are summarized as follows:

City Library (net) <sup>1</sup>	\$ 154,200
North Vancouver Museum and Archives	3,300
North Vancouver Recreation and Culture <sup>2</sup>	<u>(140,200)</u>
<b>Total</b>	<b>\$17,300</b>



<sup>1</sup> The City Library's net budgeted increase is due to salary obligations, inflationary related expense increases, increased cost of IT services, as well as budgeted lost revenue on room rentals and book sales due to COVID-19.

<sup>2</sup> The North Vancouver Recreation and Culture Commissions operating costs are split between the City of North Vancouver and the District of North Vancouver as outlined in Bylaw 8380. The bulk of the costs are shared based on City and District resident use of the facilities and services. The City's share of the budgeted increase is \$165,000, which accounts for inflation and other adjustments. This is offset by the removal of a \$305,000 provision for COVID-19 related expenditures, which was added to the operating budget in 2020. The City has identified and ear-marked funds from prior year NVRC surpluses, which may be used to cover unforeseen 2021 operating losses.

Attachment 2 provides information on Core Funded Community Agencies.

**15 Chesterfield Vacancy - \$82,000 revenue decrease (net)**

The property at 15 Chesterfield was acquired by the City in 2016 for the purposes of a providing a public connection to Waterfront Park. Until such time as the Waterfront Park Master Plan is confirmed, the building will remain in place. The building has continued to be leased to long-term commercial tenants, however, upon expiration, the leases are not renewed. One unit is currently being utilized for Community Policing through a temporary License to Use with the RCMP. Potential short-term, internal uses will be explored

In 2021, the final two occupied commercial units at 15 Chesterfield will become vacant indefinitely resulting in lost budgeted revenue of \$141,400. This decrease will be offset by budgeted expenditure decreases of \$59,600 as the City will no longer be incurring expenses such as property taxes, utilities, contracted services, etc., on the property.

**Other Items - \$165,000 increase**

The other items include various other areas of inflationary non-wage expenses, summarized below:

Security Services	\$59,900
IT inflationary cost for equipment and programs	58,700
Cost Appraisals on City Owned Buildings	14,980
Other non-wage adjustments	<u>31,500</u>
<b>Total Inflationary non-wage expenses:</b>	<b>\$165,080</b>

**RCMP Contract, Administration and Sharing Formula - \$10,600 decrease**

The RCMP budget adjustment includes three components:

- a) *RCMP Contract and Integrated Homicide Investigation Team (IHIT) - \$114,900 decrease (net):*

The 2021 RCMP Contract provides for the RCMP member costs, division and administration. The RCMP contract decrease in 2021 is from the removal of an overtime budget for the Crime Reduction Unit in Lower Lonsdale and the transfer of

the Integrated Homicide Investigation Team (IHIT) invoicing to the Province. The RCMP contract decrease is somewhat offset by the fact that IHIT is now invoiced by the Provincial Policing and Security Branch to the City.

The practice of using a Police Contract Reserve to fund part of the contract (thus relieving the tax rate increase) is being continued for 2021. While the City must fully fund the budget request of the RCMP in its annual budget, past invoicing from the RCMP has usually fallen short of the RCMP budget request. If the full amount was to be funded from taxes, this would result in having annual surpluses at the expense of the taxpayers. To minimize the impact of including an amount that is not expected to be incurred during the year, an amount of \$375,000 of the RCMP budget request is funded from the Police Contract Reserve. The reserve is maintained so that part of the RCMP budget request is funded with no impact to the taxpayers which in turn minimizes the likelihood of repeated revenue surpluses.

*b) RCMP Cost Sharing Formula - \$27,800 increase:*

The RCMP Contract and Civilian costs are split between the City of North Vancouver and the District of North Vancouver based on a 5-year rolling average calculation that incorporates Criminal Code Offences, Calls for Service, and Population. The City's share of costs is set to increase from 44.83% to 44.94%.

*c) RCMP Civilian Costs - \$76,500 increase:*

Civilian services are the police operations outside of the RCMP Contract. Funds for the services are shared with District of North Vancouver on an agreed sharing formula basis. 2021 cost changes for the City relate mostly to Wages & Benefits.

**Non-Tax Revenue - \$63,000 increase**

The following table summarizes non-tax revenue adjustments:

Finance <sup>1</sup>	\$ 76,000
City Properties <sup>2</sup>	6,900
RCMP Fees for False Alarms <sup>3</sup>	<u>(20,000)</u>
<b>Non-Tax Revenue Increase (net):</b>	<b>\$62,900</b>

<sup>1</sup> Finance revenue is budgeted to increase by \$76,000 in 2021 due to grants in lieu from the Federal and Provincial governments (\$40,000 net) and a Provincial grant for Port Properties (\$37,000), Squamish Band Service Agreements (\$3,400) and the 1% Levy relating to FortisBC and BC Hydro charges (\$4,100), offset by a minor decrease for School Tax commission (\$8,500).

<sup>2</sup> City Properties Revenue is being increased by \$6,900 in 2021 in order to align budgeted revenue with actual seen in recent years.

<sup>3</sup> RCMP revenue is budgeted to decrease by \$20,000 due to false alarms no longer being billed for within the City.



***Tax Roll Growth: - \$1,000,000 increase***

Staff forecast that the City will receive at least \$1.0 million in taxes from new growth in 2021. This is an estimate based on the BC Assessment completed roll, and may change once the City receives the final revised roll in the spring.

**2. New Items Listing: 0.28%**

The following is a listing of new item requests that have been reviewed and recommended by the City's Leadership Team, summarized by three types of requests:

1. Staffing consists of new position requests that look forward in our five year financial plan and recognize efforts needed to mitigate the effects of several redevelopment projects and growth occurring in the City.
2. Programs requests are made to create new program funding or to increase funding for existing programs.
3. Major Agencies and Core Funded Agencies requests are from our major funded agencies, such as the City Library, as well as requests from our Core Funded Community Agencies. Attachment 2 comments on the requests from the Core Funded Community Agencies.

Attachment 3 provides detailed information on each of the requested items.

## 2021 NEW ITEMS LISTING

**Key:**

CPE = Community & Partner Engagement

SCS = Strategic & Corporate Services

Item	Department	Description	Annual Amount	2021 Amount	Tax Draw* %
<b>1. Confirm Existing Positions</b>					
1	CPE <i>Administration</i>	RFT Administrative Coordinator	-	-	0.00%
2	Engineering	RFT Environmental Technician	-	-	0.00%
3	Engineering	RFT (2) Labourers	-	-	0.00%
Sub-Total Existing Positions			-	-	-
<b>2. Staffing</b>					
4	SCS Human Resources	RFT Senior HR Advisor	150,000	125,000	0.22%
6	Fire	RFT Fire Inspector	-	-	0.00%
Sub-Total Staffing			150,000	125,000	<b>0.22%</b>
<b>3. Programs</b>					
7	SCS <i>Human Resources</i>	Career Development	10,000	10,000	0.02%
Sub-Total Programs			10,000	10,000	<b>0.02%</b>
<b>4. Major Agencies and Core Funded Agencies</b>					
8	Planning & Development	Core Funded Agencies - 2% Cost of Living	23,800	23,800	0.04%
Sub-Total Major Agencies and Core Funded Agencies			23,800	23,800	<b>0.04%</b>
<b>Total Requests</b>			<b>183,800</b>	<b>158,800</b>	<b>0.28%</b>

\* Tax Draw is calculated where 1% is equal to \$575,000

2022 Incremental Cost is \$25,000 which equals 0.04% tax draw

### Tax Rate Options

The City's property tax rate increases for the past 5 years have been the following:

Year	Operating Plan	Capital Plan	Total*
2016	1.9%	2.0%	3.9%
2017	1.4%	2.0%	3.4%
2018	1.5%	1.0%	2.5%
2019	2.3%	2.0%	4.3%
2020	2.0%	0.0%	2.0%
<b>Average</b>	<b>1.8%</b>	<b>1.4%</b>	<b>3.2%</b>

**Notes:**

2018 included a 1% increase for HJRC

2016 and 2017 included a 1% increase for additional infrastructure and a 1% increase for HJRC



2019 included a 2% increase for additional infrastructure, and a 1.3% increase for the Provincial Employer Health Tax.

The following tax rate increase options for balancing the 2021 Financial Plan are presented for Council's consideration:

<b>Option A</b>	Operating Plan Funding for New Items	3.70% <u>0.28%</u> <b>3.98%</b>
<b>Option B</b>	Operating Plan Funding for New Items	3.70% <u>0.00%</u> <b>3.70%</b>

Option A 3.98% overall tax rate increase (3.70% Operating + 0.28% New Items)

The total tax rate increase under this option is 3.98%. This option includes the base tax rate increase that is required to provide for the City's operational increases, and includes funding for new items requested to be added to the operating plan.

Option B 3.70% overall tax rate increase (3.70% Operating + 0.00% New Items)

The total tax rate increase under this option is 3.70%. This option includes the base tax rate increase that is required to provide for the City's operational increases. This option does not include new items requested to be added to the operating plan, but will allow for the confirmation of the 5 positions with no budget impact.

## FINANCIAL IMPLICATIONS

Based on the operating revenue and expenditure changes in the report, the City's Draft 2021 Operating Plan Expenditures totals \$84.9 million, including requested new items. This budget is funded mainly by property taxation revenue (81%) and partially by other non-tax revenue sources.

## INTER-DEPARTMENTAL IMPLICATIONS

The Draft 2021 Operating Plan is a reflection of the policies of the City, and the work plans of all City departments. In developing this budget, Finance staff rely on their close working relationship with staff in other departments and the City's shared-cost agencies.

2021 is shaping up to be an exciting year for the City, and the challenges facing the City are impacted in the City's budget process, requiring reconsideration of all that we do. Finance wishes to thank all the members of staff who are contributing so much of their time and effort to provide leadership and cooperation to this ongoing process.

**CORPORATE PLAN AND/OR POLICY IMPLICATIONS:**

The preparation and approval of an Operating Plan is consistent with the requirements of the Community Charter, with the 2021 Operating Plan Objectives, with several of the objectives of the City's 2014 Official Community Plan and was prepared with consideration of the 2018-2022 Council Strategic Plan.

RESPECTFULLY SUBMITTED:



Ben Themens  
Director, Finance



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## ALL DEPARTMENTS FINANCIAL SUMMARY

Programs	2020 Annual Budget	2021 Annual Budget	Variance 2021 Annual to 2020 Annual
<b>EXPENSES</b>			
CAO, City Clerk's and Mayor's (Legislative)	3,462,100	3,606,600	144,500
Strategic and Corporate Services *	7,524,800	8,576,900	1,052,100
Community and Partner Engagement	3,021,300	4,046,400	1,025,100
Planning and Development	6,322,700	6,436,800	114,100
Finance	13,944,200	14,527,200	583,000
Fire	11,717,700	11,799,800	82,100
Police (RCMP)	15,598,200	15,587,600	-10,600
Engineering, Parks & Environment	8,610,400	9,186,000	575,600
Shared Corporate Training Programs	285,500	285,500	0
Major External Boards & Commissions	10,737,400	10,814,500	77,100
<b>Total Operating Expenses</b>	<b>81,224,300</b>	<b>84,867,300</b>	<b>3,643,000</b>

<b>REVENUES</b>			
CAO, City Clerk's and Mayor's (Legislative)	5,000	5,000	0
Strategic and Corporate Services *	1,323,400	1,813,900	490,500
Community and Partner Engagement	2,267,800	2,267,800	0
Planning and Development	2,623,900	2,623,900	0
Finance	6,685,800	6,765,200	79,400
Fire	187,100	150,000	-37,100
Police (RCMP)	969,000	949,000	-20,000
Engineering, Parks & Environment	1,368,000	1,368,000	0
Major External Boards & Commissions	94,300	94,300	0
<b>Total Operating Revenues</b>	<b>15,524,300</b>	<b>16,037,100</b>	<b>512,800</b>
<b>Net Operating Program Plan</b>	<b>65,700,000</b>	<b>68,830,200</b>	<b>3,130,200</b>

\* Strategic & Corporate Services:

A Community Facility Grant of \$625,000 for the new Museum is included in the Revenues and Expenses.



## Offices of the Chief Administrative Officer, City Clerk's and Mayor

The Chief Administrative Officer provides organization leadership to all City staff. The various departments within the City provide critical support services for the organization.

The City solicitor provides legal advice to City Council and City staff; drafts and negotiates legal agreements on behalf of the organization.

The City Clerk's office is responsible for the preparation of Council and Committee meeting agendas and minutes, administration and certification of City bylaws, interpreting legislation, administration of local elections and managing corporate records, coordinating Committees of Council, protection of privacy and access for information requests.



The Mayor's office provides administrative, communications and research support for the Mayor.

### KEY RESPONSIBILITIES

- Liaison between Mayor, Council and City staff
- Oversee the affairs and operations of the City and its departments
- Advise City Council and City staff on legal obligations, legislative interpretation and the extent of municipal authority
- Provide strategic advice to minimize legal risk to the City of North Vancouver
- Negotiate agreements on behalf of the City to protect the City's interests and maximize contract value
- Deliver information to Council and Council Committees
- Administer and preserve corporate records management services
- Provide information and records to the public regarding Council business
- Respond to requests for information under the *Freedom of Information and Protection of Privacy Act*
- Administer the general local elections
- Coordinate the Mayor's schedule, commitments and speaking engagements
- Conduct research and draft media communications
- Provide administrative support to the Office of the Mayor

### Staffing

Approved Complement:

Chief Administrative Office	6.0
City Clerk's	<u>9.0</u>
	15.0

## 2021 Budget Analysis Administrative & Legislative

*CAO, City Clerk's, Mayor & Council*

<b>2020 Expenditure Budget</b>	<b>3,462,100</b>	
2021 Salaries Obligation	144,500	
<b>2021 Expenditure Budget</b>	<b><u>3,606,600</u></b>	
<b>2021 Expenditure Budget Increase (Decrease)</b>	<b><u>144,500</u></b>	<b>4.17%</b>
 <b>2020 Revenue Budget</b>	 <b>5,000</b>	
 <b>2021 Revenue Budget</b>	 <b><u>5,000</u></b>	
<b>2021 Revenue Budget Increase (Decrease)</b>	<b><u>-</u></b>	<b>0.00%</b>
<b>2021 Net Tax Draw \$ Increase (Decrease)</b>	<b>144,500</b>	
<b>2021 Overall Tax Impact (assuming 1% tax increase = \$575K)</b>	<b>0.25%</b>	



# CHIEF ADMINISTRATIVE OFFICER, CLERK'S, MAYOR'S (LEGISLATIVE) EXPENSES

Programs		2020 Annual Budget	2021 Annual Budget	Variance 2021 Annual to 2020 Annual
<b>CAO MANAGEMENT AND SUPPORT</b>				
Management and Support	1110	873,350	941,150	67,800
Special Administration	1111	40,000	40,000	0
Total Management and Support		913,350	981,150	67,800
<b>CAO CORPORATE PROGRAMS</b>				
Admin CAO Corporate	1120	515,500	515,500	0
Civic Engagement	1125	10,000	10,000	0
Total Other Programs		525,500	525,500	0
Total CAO Expenses		1,438,850	1,506,650	67,800
<b>CLERK'S MANAGEMENT AND SUPPORT</b>				
Management and Support	1310	1,027,416	1,057,916	30,500
Total Management and Support Expenses		1,027,416	1,057,916	30,500
<b>CLERK'S GENERAL PROGRAMS</b>				
Volunteer Appreciation	1341	10,000	10,000	0
Election Administration	1350	40,000	40,000	0
Records Management	1380	18,500	18,600	100
Legal Advertising	1162	44,000	44,000	0
Total General Programs Expenses		112,500	112,600	100
<b>CLERK'S OTHER PROGRAMS</b>				
Board of Variance	2750	2,087	2,087	0
Total Other Programs Expenses		2,087	2,087	0
Total City Clerk's Expenses		1,142,003	1,172,603	30,600
<b>LEGISLATIVE MANAGEMENT AND SUPPORT</b>				
Management and Support	2610	249,397	295,497	46,100
Total Management and Support Expenses		249,397	295,497	46,100
<b>LEGISLATIVE SUPPORT PROGRAMS</b>				
Legislative	2620	611,171	611,171	0
Sister Cities	2631	20,000	20,000	0
Regional Legislative Meetings	3340	643	643	0
Total Support Programs		631,814	631,814	0
Total Legislative Expenses		881,211	927,311	46,100
Total CAO, Clerk's & Legislative Expenses		3,462,064	3,606,564	144,500

# CHIEF ADMINISTRATIVE OFFICER, CLERK'S, MAYOR'S (LEGISLATIVE) REVENUES

Programs	2020 Annual Budget	2021 Annual Budget	Variance 2021 Annual to 2020 Annual
<b>CLERK'S GENERAL PROGRAMS</b>			
Legal Advertising 1162	5,000	5,000	0
Total General Programs	5,000	5,000	0
Total City Clerk's Revenues	5,000	5,000	0
Total Admin, Clerk's & Legislative Revenues	5,000	5,000	0



# Strategic and Corporate Services

The Strategic and Corporate Services Department is dedicated to creating and maintaining critical support services for the organization, and delivering vibrant public facilities for betterment of the entire community. The Department works closely with all other groups to deliver effective and efficient service.

## KEY RESPONSIBILITIES

- Lead large scale public development projects from inception to completion
- Provide a complete range of real estate, facilities management services for City-owned and City-leased properties and building assets
- Provide progressive, client-focused Human Resources services
- Support Council and Corporation with strategic and business planning services
- Deliver customer-focused technology services for solutions that contribute to the City's business objectives



## DIVISIONS

- Strategic Initiatives
- Civic Facilities
- Real Estate
- Human Resources
- Information Technology

## Staffing

Approved Complement:

Strategic & Corporate Services	53.0
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## 2021 Budget Analysis Strategic & Corporate Services

<b>2020 Expenditure Budget</b>	<b>7,524,800</b>	
2021 Salaries Obligation	155,600	
Office Administration	4,000	
Facilities/Property inflationary increases to services and utilities	60,500	
IT completed Capital cost impacts	146,400	
IT inflationary costs for software and hardware	60,600	
<b>2021 Expenditure Budget Operating</b>	<b>7,951,900</b>	
<b>2021 Expenditure Budget Increase (Decrease)</b>	<b>427,100</b>	<b>5.68%</b>
<i>Community Facilities Grant, new Museum, offset in Revenue</i>	<i>625,000</i>	
<b>2021 Total Expenditure Budget</b>	<b>8,576,900</b>	
<b>2020 Revenue Budget</b>	<b>1,323,400</b>	
Property Revenue	(134,500)	
<b>2021 Revenue Budget Operating</b>	<b>1,188,900</b>	
<b>2021 Revenue Budget Increase (Decrease)</b>	<b>(134,500)</b>	<b>-10.16%</b>
<i>Community Facilities Grant, new Museum, offset in Expenses</i>	<i>625,000</i>	
<b>2021 Total Revenue Budget</b>	<b>1,813,900</b>	
<b>2021 Net Tax Draw \$ Increase (Decrease)</b>	<b>561,600</b>	
<b>2021 Overall Tax Impact (assuming 1% tax increase = \$575K)</b>	<b>0.98%</b>	



## STRATEGIC & CORPORATE SERVICES EXPENSES

Programs		2020 Annual Budget	2020 Annual Budget	Variance 2020 Annual to 2019 Annual
<b>STRATEGIC INITIATIVES</b>				
Strategic Initiatives	1140	243,200	253,000	9,800
Management & Support	1210	0	4,000	4,000
Budget Savings	1217	-15,000	-15,000	0
Total Strategic Initiatives		228,200	242,000	13,800
<b>HUMAN RESOURCES</b>				
HR Management & Support	1510	466,900	495,600	28,700
Special Administration	1511	20,450	20,450	0
Recruitment	1520	432,300	455,700	23,400
Benefits Administration	1540	77,400	83,000	5,600
Employee Fitness	1541	4,500	4,500	0
Employee Assistance	1542	23,000	23,000	0
Disability Management	1545	49,500	50,900	1,400
Employee Recognition	1570	25,563	25,563	0
Labour Relations	1580	138,800	144,400	5,600
Health & Safety	1590	183,140	188,440	5,300
Total HUMAN RESOURCES		1,421,553	1,491,553	70,000
<b>FACILITIES MANAGEMENT</b>				
Facilities Management	2140 2135	883,221	921,721	38,500
FM-Janitorial	2148	345,000	351,000	6,000
FM-Security	2149	100,000	162,000	62,000
FM-Capital OH Recovery	2151	-56,300	-60,000	-3,700
Total FACILITIES MANAGEMENT		1,271,921	1,374,721	102,800
<b>PROPERTY MANAGEMENT</b>				
City Lands	1960	265,420	285,300	19,880
Parking	1973	143,500	143,500	0
Property Management	1971	656,800	1,263,300	606,500
Total Property Management		1,065,720	1,692,100	626,380
<b>INFORMATION TECHNOLOGY</b>				
IT Administration	2510	-192,253	-209,169	-16,916
IT Application Services	2530	1,316,300	1,410,800	94,500
IT GIS	2540	565,300	574,800	9,500
IT Client Services	2550	1,848,101	2,000,101	152,000
Total Information Technology		3,537,448	3,776,532	239,084
<b>Total Strategic &amp; Corporate Services Expenses</b>				
		7,524,842	8,576,906	1,052,064

## STRATEGIC & CORPORATE SERVICES REVENUES

Programs		2020 Annual Budget	2020 Annual Budget	Variance 2020 Annual to 2019 Annual
<b>REAL ESTATE MANAGEMENT</b>				
Parking	1973	526,500	526,500	0
Property Management	1971	796,900	1,287,400	490,500
Total Real Estate Management		1,323,400	1,813,900	490,500
<b>Total Strategic &amp; Corporate Services Revenues</b>		<b>1,323,400</b>	<b>1,813,900</b>	<b>490,500</b>



# Community and Partner Engagement

Community and Partner Engagement takes direction from Mayor and Council, the Official Community Plan, the Economic Development Strategy, and other civic policies in order to provide excellent customer service.

## KEY RESPONSIBILITIES

- Media relations and issues management
- Communications & City website
- Public engagement
- Economic development and tourism
- Film and special events
- Business licensing and compliance
- Shipyards skate plaza and splash park
- Shipyards / Waterfront programming
- Community partnerships
- Youth and family community development
- Place-making & public realm activation
- Bylaw and parking enforcement



## DIVISIONS

- Communications & Engagement
- Economic Development & Business Services
- Shipyards and Waterfront
- Bylaws
- Administration

## Staffing

Approved Complement:

Community & Partner Engagement    26.0

## **2021 Budget Analysis Community & Partner Engagement**

<b>2020 Expenditure Budget Community &amp; Partner Engagement</b>	<b>3,021,300</b>	
2021 Salaries Obligation	120,100	
Shipyards Operating Support	905,000	
<b>2021 Expenditure Budget</b>	<b><u>4,046,400</u></b>	
<b>2021 Expenditure Budget Increase (Decrease)</b>	<b><u>1,025,100</u></b>	<b>33.93%</b>
<b>2020 Revenue Budget Community &amp; Partner Engagement</b>	<b>2,267,800</b>	
<b>2021 Revenue Budget</b>	<b><u>2,267,800</u></b>	
<b>2021 Revenue Budget Increase (Decrease)</b>	<b><u>-</u></b>	<b>0.00%</b>
<b>2021 Net Tax Draw \$ Increase (Decrease)</b>	<b>1,025,100</b>	
<b>2021 Overall Tax Impact (assuming 1% tax increase = \$575K)</b>	<b>1.78%</b>	



## COMMUNITY & PARTNER ENGAGEMENT (CPE) EXPENSES

Programs		2020 Annual Budget	2021 Annual Budget	Variance 2021 Annual to 2020 Annual
<b>MANAGEMENT AND SUPPORT</b>				
Management and Support	1710	432,155	444,255	12,100
CD Budget Savings	1717	-15,000	-15,000	0
Total Management and Support Expenses		417,155	429,255	12,100
<b>SHIPYARDS</b>				
Shipyards support	1131	0	905,000	905,000
Total Shipyards Expense		0	905,000	905,000
<b>COMMUNICATIONS &amp; PUBLIC RELATIONS</b>				
Comm & Engagement	1160	519,600	570,200	50,600
Design & Production	1161	26,500	26,500	0
Awareness Campaigns	1163	36,100	36,100	0
Photography	1164	8,800	8,800	0
Web Management	1165	0	0	0
Total Communications & Public Relations		591,000	641,600	50,600
<b>BUSINESS LICENSE &amp; ECONOMIC DEVELOPMENT</b>				
Business Services	1155	377,400	406,500	29,100
Intermunicipal Program	1800	20,700	20,700	0
Business License	1900	102,400	104,400	2,000
Economic Development	1150	88,000	88,000	0
Tourism	1151	20,000	20,000	0
Filming Administration	1360	35,000	35,000	0
Chamber of Commerce	8500	30,000	30,000	0
Total Business License & Economic Dev Expenses		673,500	704,600	31,100
<b>BYLAW MANAGEMENT</b>				
ByLaw Enforcement	1392	1,020,695	1,044,795	24,100
ByLaw Dispute Registry	1396	6,000	6,000	0
Animal Control	8210	137,788	139,988	2,200
VCH-Municipal Services	3350	25,544	25,544	0
Total Bylaw Management Expenses		1,190,027	1,216,327	26,300
Total CPE Programs Expenses		2,871,682	3,896,782	1,025,100

### COMMUNITY & PARTNER ENGAGEMENT (CPE) EXPENSES continued

Programs		2020 Annual Budget	2021 Annual Budget	Variance 2021 Annual to 2020 Annual
<b>SOCIAL PROGRAMS</b>				
School Anti-Violence	8231	20,000	20,000	0
Child Youth & Family Friendly	8300	17,000	17,000	0
Studio in the City	8301	50,000	50,000	0
Youth Services	8305	29,650	29,650	0
Youth Initiatives	8360	20,500	20,500	0
Family Events in Civic Plaza	8370	12,500	12,500	0
<b>Total Social Programs</b>		<b>149,650</b>	<b>149,650</b>	<b>0</b>
<b>Total Other Programs Expenses</b>		<b>149,650</b>	<b>149,650</b>	<b>0</b>
<b>Total CPE Expenses</b>		<b>3,021,332</b>	<b>4,046,432</b>	<b>1,025,100</b>

### COMMUNITY & PARTNER ENGAGEMENT (CPE) REVENUES

Programs		2020 Annual Budget	2021 Annual Budget	Variance 2021 Annual to 2020 Annual
<b>MANAGEMENT AND SUPPORT</b>				
Management and Support	1710	6,000	6,000	0
<b>BUSINESS LICENSE &amp; ECONOMIC DEVELOPMENT</b>				
Business Services	1155	12,000	12,000	0
Intermunicipal Program	1800	40,000	40,000	0
Business License	1900	1,276,800	1,276,800	0
Pier	1153	10,000	10,000	0
Filming Administration	1360	125,000	125,000	0
<b>Total Business License &amp; Economic Dev Revenues</b>		<b>1,463,800</b>	<b>1,463,800</b>	<b>0</b>
<b>BYLAW MANAGEMENT</b>				
ByLaw Enforcement	1392	750,000	750,000	0
ByLaw Dispute Registry	1396	0	0	0
Animal Control	8210	48,000	48,000	0
<b>Total Bylaw Management Revenues</b>		<b>798,000</b>	<b>798,000</b>	<b>0</b>
<b>Total CPE Revenues</b>		<b>2,267,800</b>	<b>2,267,800</b>	<b>0</b>



# Planning and Development

Planning and Development assists Mayor and Council in setting community goals and objectives, creating plans, and implementing these plans through policies, regulations and development.

## KEY RESPONSIBILITIES

- Long range and land use planning
- Community and social planning
- Transportation planning
- Environmental planning and sustainability
- Development planning
- Building permits
- Zoning administration
- Code interpretation and regulation
- Construction approvals

## DIVISIONS

- Building
- Planning
- Transportation
- Environmental Sustainability
- Administration



## Staffing

Approved Complement:

Planning & Development	40.0
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## 2021 Budget Analysis Planning & Development

2020 Expenditure Budget	6,322,700	
2021 Salaries Obligation	114,100	
2021 Expenditure Budget	<u>6,436,800</u>	
2021 Expenditure Budget Increase (Decrease)	<u>114,100</u>	1.80%
2020 Revenue Budget	2,623,900	
2021 Revenue Budget	<u>2,623,900</u>	
2021 Revenue Budget Increase (Decrease)	<u>-</u>	0.00%
2021 Net Tax Draw \$ Increase (Decrease)	114,100	
2021 Overall Tax Impact (assuming 1% tax increase = \$575K)	0.20%	



## PLANNING & DEVELOPMENT (PD) EXPENSES

Programs		2020 Annual Budget	2021 Annual Budget	Variance 2021 Annual to 2020 Annual
<b>MANAGEMENT AND SUPPORT</b>				
Management and Support	1910	970,610	987,010	16,400
Total Management and Support Expenses		970,610	987,010	16,400
<b>PERMITS &amp; INSPECTIONS</b>				
Inspections	1760	1,810,121	1,853,421	43,300
Total Development Planning Expenses		1,810,121	1,853,421	43,300
<b>DEVELOPMENT PLANNING</b>				
Development Planning	1720	928,900	928,900	0
Heritage Planning	1950	5,250	5,250	0
Total Development Planning Expenses		934,150	934,150	0
<b>COMMUNITY PLANNING</b>				
Community Planning	1920	374,550	408,450	33,900
Total Community Planning Expenses		374,550	408,450	33,900
<b>TRANSPORTATION</b>				
Transportation	1930	329,000	342,100	13,100
Public Transp Alternatives	1543	7,500	7,500	0
Integrated Transp Cmte	2805	8,800	8,800	0
NS Transp Advisory Cmte	2845	700	700	0
Commercial Bike Racks	3260	3,500	3,500	0
Bicycle Promotions	3261	1,970	1,970	0
Traffic & Transp Ops	5180	48,031	48,031	0
School Crossing Guards	8232	93,800	93,800	0
Total Transportation Expenses		493,301	506,401	13,100
<b>ENVIRONMENT</b>				
Environmental Sustainability	1940	221,200	228,600	7,400
Environment Stewardship	5040	53,780	53,780	0
Total Environment Expenses		274,980	282,380	7,400
Total PD Programs Expenses		4,857,712	4,971,812	114,100

# **PLANNING & DEVELOPMENT (PD) EXPENSES (continued)**

Programs		2020 Annual Budget	2021 Annual Budget	Variance 2021 Annual to 2020 Annual
<b>ADVISORY COMMITTEES</b>				
Advisory Design Panel	2720	6,649	6,649	0
Social Planning Advisory	2730	3,266	3,266	0
Community Services Grant	2731	176,423	176,423	0
Advisory Planning	2740	5,582	5,582	0
Heritage Advisory	2760	3,637	3,637	0
<b>Total Advisory Committees Expenses</b>		<b>195,557</b>	<b>195,557</b>	<b>0</b>
<b>SOCIAL PROGRAMS</b>				
Homeless Prevention Program	8150	76,400	76,400	0
Substance Abuse Committee	3310	5,000	5,000	0
<b>Total Social Programs</b>		<b>81,400</b>	<b>81,400</b>	<b>0</b>
<b>CORE FUNDED AGENCIES</b>				
NSNH Operating & Ed Garden	8140	69,620	69,620	0
NSNH Youth Worker (YW)	8314	117,259	117,259	0
NSNH P & P Teens	8311	11,744	11,744	0
NSNH YW at Youth Lounge	8317	58,634	58,634	0
NSNH Queen Mary School	8312	79,414	79,414	0
NSNH QM Comm Project	8320	17,347	17,347	0
NSNH Comm Schools Prog	8321	21,958	21,958	0
NSNH Youth Lounge Op	8313	9,583	9,583	0
NSNH Golden Circle	8318	3,866	3,866	0
NSNH Learning Together	8319	5,817	5,817	0
NSNH John Braithwaite CC	8604	366,654	366,654	0
Silver Harbour Centre	8130	164,903	164,903	0
Family Services of the NS	8112	51,974	51,974	0
Capilano Community Services	8120	12,485	12,485	0
Capilano Cmty Serv - Youth Worker	8121	71,163	71,163	0
NS Community Resources	8125	55,411	55,411	0
NS Crisis Services Society	8351	10,404	10,404	0
NS Women's Centre	8352	13,005	13,005	0
Harvest Project	8353	10,404	10,404	0
Restorative Justice	3360	36,414	36,414	0
<b>Total Core Funded Agencies</b>		<b>1,188,059</b>	<b>1,188,059</b>	<b>0</b>
<b>Total Other Programs Expenses</b>		<b>1,465,016</b>	<b>1,465,016</b>	<b>0</b>
<b>Total Planning &amp; Development Expenses</b>		<b>6,322,728</b>	<b>6,436,828</b>	<b>114,100</b>



## PLANNING & DEVELOPMENT REVENUES

Programs		2020 Annual Budget	2021 Annual Budget	Variance 2021 Annual to 2020 Annual
<b>PLANNING REVENUES</b>				
Management and Support	1910	4,000	4,000	0
Permits & Fees	1770	2,400,000	2,400,000	0
Community Service Grants	2731	76,423	76,423	0
Development Approvals	1730	140,000	140,000	0
Total Planning Revenues		2,620,423	2,620,423	0
<b>TRANSPORTATION</b>				
Commercial Bike Racks	3260	3,500	3,500	0
Total Transportation Revenues		3,500	3,500	0
<b>Total Planning &amp; Development Revenues</b>				
		2,623,923	2,623,923	0

# Finance

Finance provides financial services to citizens, City departments and City Council.

## KEY RESPONSIBILITIES

- Accounting and reporting
- Financial planning
- Internal control and performance
- Payroll
- Purchasing
- Revenue
- Administration



## Staffing

Approved Complement:

Finance	31.0
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## 2021 Budget Analysis Finance Department

<b>2020 Expenditure Budget</b>	<b>13,944,200</b>	
2021 Salaries Obligation	131,500	
Other expense decreases	(900)	
Corporate Provisions for unsettled contracts	240,400	
Eliminate Corporate 2020 COVID reductions	491,000	
<b>2021 Expenditure Budget Operating</b>	<b>14,806,200</b>	
<b>2021 Expenditure Budget Increase (Decrease)</b>	<b>862,000</b>	<b>6.18%</b>
Transfer to Capital reduced for Capital Projects moving to Operating <i>Projects to Operating occurs in Engineering, Parks, &amp; Environment - page 31</i>	(279,000)	
<b>2021 Total Expenditure Budget</b>	<b>14,527,200</b>	
<b>2020 Revenue Budget</b>	<b>6,685,800</b>	
Corporate 2020 COVID reductions	5,300	
Grants in Lieu, Federal and Provincial	40,000	
Provincial Grant for Port Properties	37,000	
Other Revenue decreases	(2,900)	
<b>2021 Revenue Budget</b>	<b>6,765,200</b>	
<b>2021 Revenue Budget Increase (Decrease)</b>	<b>79,400</b>	<b>1.19%</b>
<b>2021 Net Tax Draw \$ Increase (Decrease)</b>	<b>503,600</b>	
<b>2021 Overall Tax Impact (assuming 1% tax increase = \$575,000)</b>	<b>0.88%</b>	

## FINANCE EXPENSES

Programs		2020 Annual Budget	2021 Annual Budget	Variance 2021 Annual to 2020 Annual
<b>MANAGEMENT AND SUPPORT</b>				
Management and Support	2110	442,129	490,129	48,000
Fin Budget Savings	2117	-15,000	-15,000	0
Total Management and Support Expenses		427,129	475,129	48,000
<b>PURCHASING &amp; RISK MANAGEMENT</b>				
Purchasing	2130	264,600	288,400	23,800
Vehicle Fleet Admin	2160	34,900	34,900	0
Risk Liability and Insurance	2150	308,300	305,900	-2,400
Total Purchasing & Risk Management Expenses		607,800	629,200	21,400
<b>ACCOUNTING &amp; TAXATION</b>				
Financial Accounting	2170	287,044	291,844	4,800
Accounts Payable	2180	130,676	138,276	7,600
Treasury	2192	246,000	81,000	-165,000
Taxation	2302	607,900	638,700	30,800
Total Accounting & Taxation Expenses		1,271,620	1,149,820	-121,800
<b>FINANCIAL PLANNING &amp; PAYROLL</b>				
Financial Planning	2400	583,000	605,600	22,600
Payroll	2200	338,875	347,875	9,000
Total Financial Planning & Payroll Expenses		921,875	953,475	31,600
Total Finance Programs Expenses		3,228,424	3,207,624	-20,800
<b>FINANCE CORPORATE PROGRAMS</b>				
Finance Corporate	2120	-76,800	-96,600	-19,800
Internal Controls	2195	153,900	160,100	6,200
Financial Plan Contingency	2401	1,000,000	1,000,000	0
Planning	2420	9,520,202	10,137,615	617,413
Council Grants	8401	50,000	50,000	0
Travel Grants	8410	2,500	2,500	0
Public Art Admin	8031	6,000	6,000	0
Public Art Maintenance	8032	20,000	20,000	0
Community Art Program	8040	15,000	15,000	0
District Energy Coordination	2450	25,000	25,000	0
Total Finance Corporate Programs Expenses		10,715,802	11,319,615	603,813
Total Finance Expenses		13,944,226	14,527,239	583,013



## FINANCE REVENUES

Programs		2020 Annual Budget	2021 Annual Budget	Variance 2021 Annual to 2020 Annual
<b>PURCHASING &amp; RISK MANAGEMENT</b>				
Purchasing	2130	16,000	16,000	0
Risk Liability and Insurance	2150	48,800	48,800	0
<b>Total Purchasing &amp; Risk Management Revenues</b>		<b>64,800</b>	<b>64,800</b>	<b>0</b>
<b>ACCOUNTING &amp; TAXATION</b>				
Treasury	2192	1,808,000	1,808,000	0
UTILITY REVENUE LEVY	41210	734,500	738,600	4,100
GRANTS IN LIEU FEDERAL	41302	90,000	80,000	-10,000
GRANTS IN LIEU PROVINCIAL	41306	1,100,000	1,150,000	50,000
GRANT PROV FOR PORTS PROPERTY	41308	1,579,000	1,616,000	37,000
COMMISSION SCHOOL TAX	43304	43,500	35,000	-8,500
INTEREST TAXES	45102	40,000	40,000	0
PENALTIES TAXES	45201	210,000	210,000	0
TAX CERTIFICATES	46106	80,000	80,000	0
SQUAMISH BAND	46118	30,000	30,000	0
SQUAMISH BAND FIRE SERVICE AGR	46131	88,600	92,000	3,400
TFR FROM STAT RES TO OP	49309	4,500	2,600	-1,900
<b>Other Taxes</b>	<b>2302</b>	<b>4,000,100</b>	<b>4,074,200</b>	<b>74,100</b>
<b>Other Revenue</b>	<b>2303</b>	<b>75,900</b>	<b>75,900</b>	<b>0</b>
<b>Total Accounting &amp; Taxation Revenues</b>		<b>5,884,000</b>	<b>5,958,100</b>	<b>74,100</b>
<b>Total Finance Programs Revenues</b>		<b>5,948,800</b>	<b>6,022,900</b>	<b>74,100</b>
<b>FINANCE CORPORATE PROGRAMS</b>				
Financial Planning Contingency	2401	1,000,000	1,000,000	0
Planning	2420	-263,000	-257,740	5,260
<b>Total Finance Corporate Programs Revenues</b>		<b>737,000</b>	<b>742,260</b>	<b>5,260</b>
<b>Total Finance Programs Revenues</b>		<b>6,685,800</b>	<b>6,765,160</b>	<b>79,360</b>

# Fire Department

To safeguard and serve our community through the promotion and provision of education, emergency medical and fire services in order to protect life, property and the environment.

## KEY RESPONSIBILITIES

- Administration
- Operations and Support
- Fire prevention and public education
- Emergency management and planning
- Public Safety and Community Service



## Staffing

Approved Complement:

Fire and Rescue	74.0
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## 2021 Budget Analysis Fire Department

<b>2020 Expenditure Budget</b>	<b>11,717,700</b>	
2021 Salaries Obligation	112,700	
Surrey Dispatch Agreement	11,000	
Utilities - Heat, Hydro, Gas, Water & Sewer	5,600	
North Shore Emergency Management (NSEM)	(10,100)	
NSEM Special Project (expired 2020)	(37,100)	
<b>2021 Expenditure Budget</b>	<b>11,799,800</b>	
<b>2021 Expenditure Budget Increase (Decrease)</b>	<b>82,100</b>	<b>0.70%</b>
<b>2020 Revenue Budget</b>	<b>187,100</b>	
NSEM Special Project (expired 2020)	(37,100)	
<b>2021 Revenue Budget</b>	<b>150,000</b>	
<b>2021 Revenue Budget Increase (Decrease)</b>	<b>(37,100)</b>	<b>-19.83%</b>
<b>2021 Net Tax Draw \$ Increase (Decrease)</b>	<b>119,200</b>	
<b>2021 Overall Tax Impact (assuming 1% tax increase = \$575K)</b>	<b>0.21%</b>	

## FIRE DEPARTMENT EXPENSES

Programs		2020 Annual Budget	2021 Annual Budget	Variance 2021 Annual to 2020 Annual
<b>MANAGEMENT AND SUPPORT</b>				
Management and Support	4010	1,260,742	1,502,842	242,100
Fire Budget Savings	4017	-15,000	-15,000	0
Total Management and Support Expenses		1,245,742	1,487,842	242,100
<b>SUPPORT PROGRAMS</b>				
Fire Apparatus	4020	365,200	365,200	0
Fire Operations	4030	8,511,629	8,368,829	-142,800
Fire Prevention	4040	815,563	834,563	19,000
Dispatch Services	4044	343,410	354,364	10,954
Total Support Programs Expenses		10,035,802	9,922,956	-112,846
<b>CORPORATE EMERGENCY PROGRAMS</b>				
General Preparedness	3010	30,000	30,000	0
North Shore Emergency Management	8205	386,850	339,674	-47,176
North Shore Rescue	8208	19,301	19,301	0
Total Corporate Emergency Programs		436,151	388,975	-47,176
<b>Total Fire Department Expenses</b>		<b>11,717,695</b>	<b>11,799,773</b>	<b>82,078</b>

## FIRE DEPARTMENT REVENUES

Programs		2020 Annual Budget	2021 Annual Budget	Variance 2021 Annual to 2020 Annual
<b>SUPPORT PROGRAMS</b>				
Fire Prevention	4040	187,083	150,000	-37,083
Total Support Programs Revenues		187,083	150,000	-37,083
<b>Total Fire Department Revenues</b>		<b>187,083</b>	<b>150,000</b>	<b>-37,083</b>



## Police, RCMP

The RCMP serves and protects citizens of the City.

### KEY RESPONSIBILITIES

- Municipal traffic enforcement
- Investigative services
- Crime reduction and prevention
- Community policing
- Youth intervention



### Staffing

Approved Complement:

RCMP Approved Members	73.0
Civilian Staff	<u>84.0</u>
	157.0

## 2021 Budget Analysis, Police

<b>2020 Expenditure Budget</b>		<b>15,598,200</b>	
Net Shared Civilian costs		76,300	
<i>Shared Civilian (44.94% CNV 55.06% DNV)</i>			
Crimestoppers Grant		200	
<b>Total Civilian Programs</b>		<b>76,500</b>	
RCMP - Member shift		27,800	
City RCMP Contract (IHIT shifted to Province, below)		(392,000)	
City RCMP Contract eliminate LL Crime Reduction Unit		(140,000)	
Province of BC - IHIT		417,100	
<b>Total Police (RCMP/IHIT) Programs</b>		<b>(87,100)</b>	
<b>2021 Expenditure Budget</b>		<b>15,587,600</b>	
<b>2021 Expenditure Budget Increase (Decrease)</b>	<b>0.6%</b>	<b>(10,600)</b>	<b>-0.1%</b>
<b>2020 Police Civilian Revenue</b>		594,000	
<b>2020 Operating Reserve</b>		375,000	
		<b>969,000</b>	
False Alarms no longer billed - no bylaw		(20,000)	
<b>2021 Revenue Budget</b>		<b>949,000</b>	
<b>2021 Revenue Budget Increase (Decrease)</b>	<b>-3.4%</b>	<b>(20,000)</b>	<b>-3.4%</b>
<b>2021 Net Tax Draw \$ Increase (Decrease)</b>		9,400	
<b>2021 Overall Tax Impact (assuming 1% tax increase = \$575K)</b>		0.02%	



## POLICE (RCMP) EXPENSES

Programs		2020 Annual Budget	2021 Annual Budget	Variance 2021 Annual to 2020 Annual
<b>MUNICIPAL SHARED PROGRAMS</b>				
<b>BUILDING</b>				
GBB Facility Operations	4600	612,070	637,570	25,500
Total Building Expenses		612,070	637,570	25,500
<b>ADMINISTRATION</b>				
Administration	4610	1,216,085	1,233,785	17,700
Total Administration Expenses		1,216,085	1,233,785	17,700
<b>RECORDS AND INFORMATION</b>				
Records & Information	4615	1,355,500	1,373,800	18,300
Total Records and Information Expenses		1,355,500	1,373,800	18,300
<b>TELECOM</b>				
Telecom	4620	2,811,300	2,859,800	48,500
North Shore Dispatch	4621	183,800	183,800	0
Total Telecom Expenses		2,995,100	3,043,600	48,500
<b>CLIENT SERVICES</b>				
Client Services Support	4640	1,303,700	1,332,500	28,800
Keep of Prisoners	4630	381,900	391,000	9,100
Victim Services	4641	334,280	346,280	12,000
Crime Prevention	4642	101,410	93,010	-8,400
Block Watch	4643	85,350	86,850	1,500
Auxiliary Police	4644	88,300	89,400	1,100
False Alarm Reduction	4646	8,000	8,000	0
NV Citizen Patrol	4647	0	0	0
Total Client Services Expenses		2,302,940	2,347,040	44,100
<b>POLICE PROGRAMS</b>				
Bicycle Patrol	4645	15,000	15,000	0
D.A.R.E.(Drug Resistance)	4653	7,250	7,250	0
Spurs Cadet Program	4655	10,000	10,000	0
Fleet Vehicles	4660	114,300	116,200	1,900
Total Police Programs Expenses		146,550	148,450	1,900
Total Shared Programs		8,628,245	8,784,245	156,000
Recovery for Shared Costs	4701	-4,760,179	-4,836,605	-76,426
Administration Non-Shared	4710	-319,700	-324,600	-4,900
Total Recoveries for Shared Programs Expenses		-5,079,879	-5,161,205	-81,326
Net City Shared Programs Expenses		3,548,366	3,623,040	74,674

**POLICE (RCMP) EXPENSES (continued)**

Programs		2020 Annual Budget	2021 Annual Budget	Variance 2021 Annual to 2020 Annual
<b>NON-SHARED (CITY ONLY) PROGRAMS</b>				
CNV Community Policing	4720	125,745	127,345	1,600
Crimestoppers	8220	6,000	6,200	200
<b>Total Non-Shared (City Only) Expenses</b>		<b>131,745</b>	<b>133,545</b>	<b>1,800</b>
<b>POLICE CONTRACT</b>				
Police Contract	4700	11,918,100	11,831,000	-87,100
<b>Total Contract (City Only) Expenses</b>		<b>11,918,100</b>	<b>11,831,000</b>	<b>-87,100</b>
<b>Total City Only Programs Expenses</b>		<b>12,049,845</b>	<b>11,964,545</b>	<b>-85,300</b>
<b>Total Police (RCMP) Expenses</b>		<b>15,598,211</b>	<b>15,587,585</b>	<b>-10,626</b>

**POLICE (RCMP) REVENUES**

Programs		2020 Annual Budget	2021 Annual Budget	Variance 2021 Annual to 2020 Annual
<b>NON-SHARED (CITY ONLY) PROGRAMS</b>				
Admin Police Non-Shared	4710	594,000	574,000	-20,000
<b>Total Non-Shared (City Only) Programs Revenues</b>		<b>594,000</b>	<b>574,000</b>	<b>-20,000</b>
<b>POLICE CONTRACT</b>				
Transfer from Reserves	4700	375,000	375,000	0
<b>Total Police Contract</b>		<b>375,000</b>	<b>375,000</b>	<b>0</b>
<b>Total City Only Programs Revenues</b>		<b>969,000</b>	<b>949,000</b>	<b>-20,000</b>
<b>Total Police (RCMP) Revenues</b>		<b>969,000</b>	<b>949,000</b>	<b>-20,000</b>



# Engineering, Parks and Environment

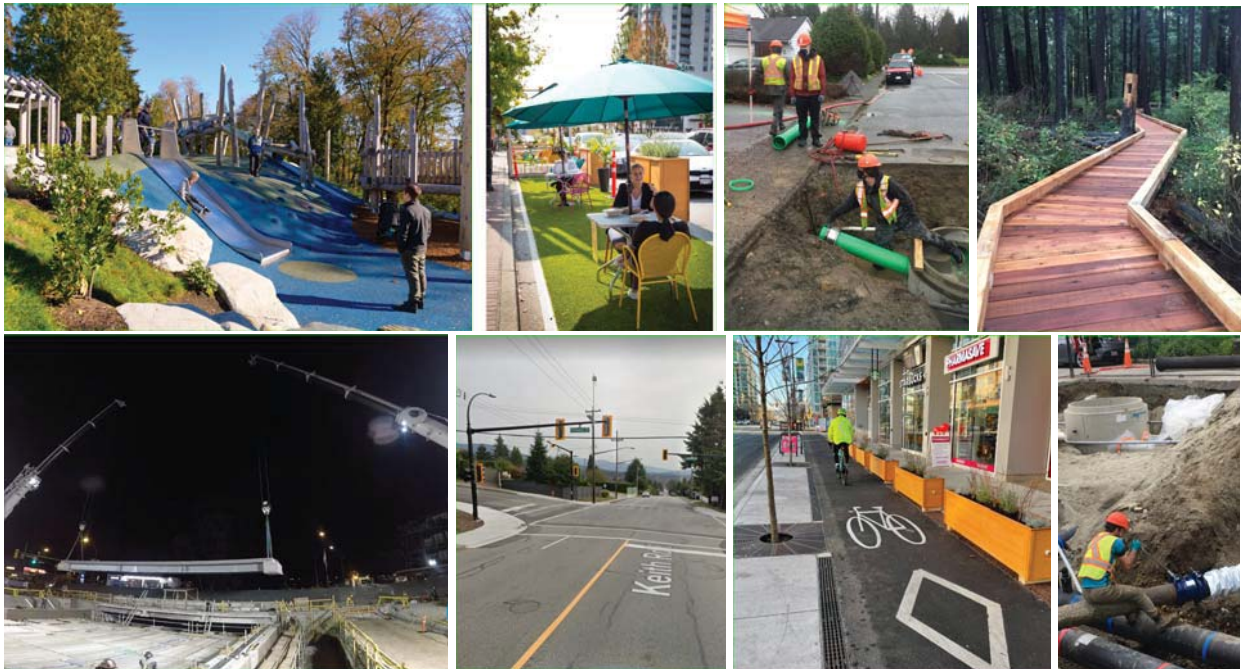
Engineering, Parks and Environment department provides and maintains essential municipal services, public spaces and infrastructure.

## KEY RESPONSIBILITIES

To create safe, resilient, inviting and cost effective public infrastructure that supports our community and enables it to thrive.

## DIVISIONS

- Engineering Planning, Design
- Public Realm Infrastructure and Project Delivery
- Operations
- Development Services
- Parks and Environment
- Administration



## Staffing

Approved Complement:

City Hall	38.0
Operations	<u>88.0</u>
	126.0

## 2021 Budget Analysis Engineering Parks and Environment

<b>2020 Expenditure Budget</b>	<b>8,610,400</b>	
2021 Salaries Obligation	193,300	
Completed Capital cost impacts	103,300	
<b>2021 Expenditure Budget Operating</b>	<b><u>8,907,000</u></b>	
<b>2021 Expenditure Budget Increase (Decrease)</b>	<b><u>296,600</u></b>	<b>3.44%</b>
<i>Annual Capital Projects moving to Operating Programs</i>	279,000	
<i>Offsetting Transfer to Capital occurs in Finance - page 20</i>		
<b>2021 Expenditure Budget</b>	<b><u><u>9,186,000</u></u></b>	
<b>2021 Expenditure Budget Increase (Decrease)</b>	<b><u>575,600</u></b>	
 <b>2020 Revenue Budget</b>	 <b>1,368,000</b>	
 <b>2021 Revenue Budget</b>	 <b><u><u>1,368,000</u></u></b>	
<b>2021 Revenue Budget Increase (Decrease)</b>	<b><u>-</u></b>	<b>0.00%</b>
 <b>2021 Net Tax Draw \$ Increase (Decrease)</b>	 <b>575,600</b>	
<b>2021 Overall Tax Impact (assuming 1% tax increase = \$575K)</b>	<b>1.00%</b>	



## ENGINEERING, PARKS & ENVIRONMENT EXPENSES

Programs		2020 Annual Budget	2021 Annual Budget	Variance 2021 Annual to 2020 Annual
<b>MANAGEMENT AND SUPPORT</b>				
Management and Support	5010	343,119	359,519	16,400
Engr Budget Savings	5017	-30,000	-30,000	0
Total Management and Support Expenses		313,119	329,519	16,400
<b>DEPUTY ENGINEER</b>				
Design				
Survey	5170	26,031	26,031	0
Total Design Expenses		26,031	26,031	0
Development				
Development Services	1725	0	0	0
Public Process	1315	4,854	4,854	0
Total Development Expenses		4,854	4,854	0
Total Deputy Engineer Expenses		30,885	30,885	0
<b>OPERATIONS DIVISION</b>				
Streets				
Streets Operations	5160	2,204,861	2,397,762	192,901
Streets Admin	5165	1,418,108	1,473,508	55,400
Total Streets Expenses		3,622,969	3,871,270	248,301
Parks & Environment				
Parks Operations	5070	2,370,226	2,607,026	236,800
Special Events Support	5071	80,351	81,251	900
Sport Field Users	5073	231,992	236,415	4,423
Streetscapes & Greenways	5074	804,017	828,221	24,204
Parks Admin	5075	1,224,606	1,269,606	45,000
Total Parks Expenses		4,711,192	5,022,519	311,327
Yard Operations				
Yard	5120	400	0	-400
Total Operations Division Expenses		8,334,561	8,893,789	559,228
<b>COMMITTEES</b>				
Advisory Cmte Disability Issues	3120	6,267	6,267	0
Joint Use	2910	500	500	0
Total Committees Expenses		6,767	6,767	0
<b>OVERHEAD CAPITAL</b>				
Parks Overhead Capital	5077	-15,000	-15,000	0
Streets Overhead Capital	5167	-60,000	-60,000	0
Total Overhead Capital		-75,000	-75,000	0
Total Engineering General Expenses		8,610,332	9,185,960	575,628

## ENGINEERING, PARKS & ENVIRONMENT REVENUES

Programs		2020 Annual Budget	2021 Annual Budget	Variance 2021 Annual to 2020 Annual
<b>MANAGEMENT AND SUPPORT</b>				
Management and Support	5010	4,000	4,000	0
Total Management and Support Revenues		4,000	4,000	0
<b>DEPUTY ENGINEER</b>				
Development Services	1725	351,000	351,000	0
Total Deputy Engineer		351,000	351,000	0
<b>OPERATIONS DIVISION</b>				
Streets				
Streets Operations	5160	422,000	422,000	0
Streets Admin	5165	400,000	400,000	0
Total Streets Revenues		822,000	822,000	0
Parks				
Parks Operations	5070	100,000	100,000	0
Sport Field Users	5073	56,000	56,000	0
Parks Admin	5075	35,000	35,000	0
Total Parks Revenues		191,000	191,000	0
Total Operations Division Revenues		1,013,000	1,013,000	0
Total Engineering General Revenues		1,368,000	1,368,000	0



## Major External Boards and Commissions

The City delivers programs and services to the community not only through internal departments, but also through external Agencies, Boards and Commissions. The most significant in terms of financial contribution are the three shown in the Major External Boards and Commissions summary. They are presented in greater detail on the following pages, and consist of the following:

- City Library (Board)
- North Vancouver Museum & Archives (Commission)
- North Vancouver Recreation and Culture (Commission)



### MAJOR EXTERNAL BOARDS AND COMMISSIONS EXPENSES

Programs		2020 Annual Budget	2021 Annual Budget	Variance 2021 Annual to 2020 Annual
<b>MAJOR EXTERNAL BOARDS AND COMMISSIONS</b>				
City Library	8601	4,222,037	4,425,963	203,926
Museum & Archives	8602	594,969	608,353	13,384
NV Recreation and Culture	8603	5,615,442	5,780,248	164,806
Covid-19 Provisions (NVRC)	8603	305,000		(305,000)
<b>Total Boards and Commissions</b>		<b>10,737,448</b>	<b>10,814,564</b>	<b>77,116</b>
<b>Total Major Ext Boards/Commissions Exp</b>		<b>10,737,448</b>	<b>10,814,564</b>	<b>77,116</b>

### MAJOR EXTERNAL BOARDS AND COMMISSIONS REVENUES

Programs		2020 Annual Budget	2021 Annual Budget	Variance 2021 Annual to 2020 Annual
<b>MAJOR EXTERNAL BOARDS AND COMMISSIONS</b>				
Rent Cultural Facilities		94,252	94,252	0
<b>Total Boards and Commissions</b>		<b>94,252</b>	<b>94,252</b>	<b>0</b>
<b>Total Major Ext Boards/Commissions Rev</b>		<b>94,252</b>	<b>94,252</b>	<b>0</b>



# North Vancouver City Library

The North Vancouver City Library is an inclusive and welcoming space for everyone, supporting lifelong learning and community development with free and equitable access to information and ideas in all their forms.

## KEY RESPONSIBILITIES

- Programming and resources to support literacy development and lifelong learning
- Robust physical and digital collections
- Access to technology, public technology support and digital literacy
- Provision of spaces for study, collaboration, creation and discovery

## Staffing

Full Time Equivalents:

Full Time & Part Time FTE total            36.6



## 2021 Budget Analysis Library

### 2020 City Contributions for Operations

4,222,037

#### Expenditure Changes

2021 Salaries Obligation

137,000

Inflationary increases to Services and Utilities

45,926

Total Expenditure Increase (Decrease)

182,926

4.3%

#### Revenue Changes

Revenue reductions

(21,000)

Total Revenues Increase (Decrease)

(21,000)

0.5%

### 2021 City Contribution for Operations

4,425,963

2021 City Contribution Increase (Decrease)

203,926

4.83%

2021 Net Tax Draw \$ Increase (Decrease)

203,926

2021 Overall Tax Impact (assuming 1% tax increase = \$575K)

0.35%



## LIBRARY EXPENSES

Programs	2020 Annual Budget	2021 Annual Budget	Variance 2021 Annual to 2020 Annual
<b>ADMINISTRATION</b>			
Total Administration Expenses	529,490	531,881	2,391
<b>OPERATIONS</b>			
Total Operations Expenses	611,363	627,643	16,280
<b>SUPPORT SERVICES</b>			
Total Support Services Expenses	724,550	768,250	43,700
<b>COLLECTIONS &amp; TECHNICAL SERVICES</b>			
Total Collections & Technical Services Expenses	823,345	849,100	25,755
<b>PUBLIC SERVICES</b>			
Total Public Services Expenses	1,725,900	1,820,700	94,800
<b>Total Library Expenses</b>	<b>4,414,648</b>	<b>4,597,574</b>	<b>182,926</b>

## LIBRARY REVENUES

Programs	2020 Annual Budget	2021 Annual Budget	Variance 2021 Annual to 2020 Annual
<b>MUNICIPAL CONTRIBUTION</b>			
City of North Vancouver 48101	4,222,037	4,425,963	203,926
<b>Total Municipal Contribution</b>	<b>4,222,037</b>	<b>4,425,963</b>	<b>203,926</b>
<b>LIBRARY GRANTS</b>			
GRANTS PROVINCIAL 48301	115,811	115,811	0
<b>Total Grants Revenues</b>	<b>115,811</b>	<b>115,811</b>	<b>0</b>
<b>LIBRARY PROGRAMS</b>			
Total Library Programs Revenues	76,800	55,800	(21,000)
Library Revenues (excluding municipal contribution)	192,611	171,611	-21,000
<b>Total Library Revenues</b>	<b>4,414,648</b>	<b>4,597,574</b>	<b>182,926</b>

# North Vancouver Museum and Archives Commission

The Museum and Archives Commission is the sole custodian of the City's cultural, archival and museum collections.

## KEY RESPONSIBILITIES

- Manages and preserves artifacts and records of municipal, historical and cultural significance to the community
- Develops and delivers engaging and compelling interpretative, educational programs and exhibits
- Works with the local community to identify, document and preserve local history and bring it to life



## Staffing

Full Time Equivalents:

Full Time	7.0
Part Time	<u>2.2</u>
	9.2



## 2021 Budget Analysis Museum and Archives

	<i>Museum Budget</i>	<i>City Share</i>	
<b>2020 Municipal Contribution</b>	<b>1,189,938</b>	<b>594,969</b>	
<b>Expenditure Changes</b>			
2021 Salaries	20,200	10,100	
Inflationary increases to Service and Utilities	6,568	3,284	
<b>2021 Municipal Contribution</b>	<b>1,216,706</b>	<b>608,353</b>	
<b>2021 Municipal Contribution Increase (Decrease)</b>	<b>26,768</b>	<b>13,384</b>	<b>2.25%</b>
<b>2021 Net Tax Draw \$ Increase (Decrease)</b>	<b>26,768</b>	<b>13,384</b>	
<b>2021 Overall Tax Impact (assuming 1% tax increase = \$575K)</b>		<b>0.02%</b>	

## MUSEUM AND ARCHIVES EXPENSES

Programs		2020 Annual Budget	2021 Annual Budget	Variance 2021 Annual to 2020 Annual
<b>ADMINISTRATION</b>				
Administration Operations	Various	431,726	455,217	23,491
Premises - Museum	7816	93,188	203,000	109,812
Premises - Lynn Valley	7817	77,420	79,297	1,877
Total Administration		602,334	737,514	135,180
<b>COLLECTIONS</b>				
Collections	7820	140,904	114,046	(26,858)
Museum	7830	3,810	0	(3,810)
Total Collections		144,714	114,046	(30,668)
<b>ARCHIVES</b>				
Archives	7840	201,731	205,700	3,969
Total Archives		201,731	205,700	3,969
<b>EXHIBITS AND PROGRAMS</b>				
Museum Programs	7850	252,469	278,912	26,443
School Programs	7851	5,570	8,200	2,630
Public Programs	7852	9,165	11,800	2,635
Exhibitis	7853	18,310	29,703	11,393
Extension Exhibits	7854	9,460	0	(9,460)
Total Administration		294,974	328,615	33,641
<b>Total Museum Expenses</b>		<b>1,243,753</b>	<b>1,385,875</b>	<b>142,122</b>



## MUSEUM AND ARCHIVES REVENUES

Programs		2020 Annual Budget	2021 Annual Budget	Variance 2021 Annual to 2020 Annual
<b>MUNICIPAL CONTRIBUTION</b>				
City of North Vancouver	48101	594,969	608,353	13,384
District of North Vancouver	48501	594,969	608,353	13,384
<b>Total Municipal Contribution</b>		<b>1,189,938</b>	<b>1,216,706</b>	<b>26,768</b>
<b>GRANTS</b>				
<b>Total Grants Revenues</b>		<b>40,000</b>	<b>46,000</b>	<b>6,000</b>
<b>EARNED INCOME</b>				
<b>Total Earned Income Revenues</b>		<b>9,565</b>	<b>73,169</b>	<b>63,604</b>
<b>DONATIONS</b>				
<b>Total Donations</b>		<b>4,250</b>	<b>50,000</b>	<b>45,750</b>
<b>Museum Revenues (excluding municipal contrib)</b>		<b>53,815</b>	<b>169,169</b>	<b>115,354</b>
<b>Total Museum Revenues</b>		<b>1,243,753</b>	<b>1,385,875</b>	<b>142,122</b>

# North Vancouver Recreation and Culture Commission

The Recreation and Culture Commission improves the health and well-being of all North Vancouver individuals, families and communities and inspires residents through quality recreation and culture opportunities.

## ***KEY RESPONSIBILITIES***

- Community recreation and culture service, program and event planning and delivery
- Community recreation and culture facility management, operations and maintenance and facility planning
- Management of the public art programs and oversight of community arts grants
- Capacity building of relevant recreation and culture organizations



## **Staffing**

Approximately 306 Full Time Equivalents (FTEs) including full-time, auxiliary, and contract employees.



## 2021 Budget Analysis North Vancouver Recreation and Culture Commission

	<b>NVRC Budget (000s)</b>	<b>City Share<sup>(3)</sup> (000s)</b>
<b>2020 Municipal Contribution</b>	<b>16,252</b>	<b>5,615</b>
<b>Changes from 2020 Budget</b>		
<b>New: Lionsgate Community Recreation Centre<sup>(1)</sup></b>	226	
<b>Expense Changes - Increase (Decrease)</b>		
Building Utilities	29	9
Salaries and Benefits <i>(Decline due to Covid Impact)</i>	(4,405)	(1,495)
Program & Operations <i>(Decline due to Covid Impact)</i>	(447)	(149)
	<b>(4,823)</b>	<b>(1,635)</b>
<b>Revenue Changes - Decrease</b>		
Membership, Programs, Rentals, Other <i>(Decline due to Covid Impact)</i>	6,313	2,143
	<b>1,716</b>	<b>508</b>
<b>2021 Requested Municipal Contribution</b>	<b>17,968</b>	<b>6,123</b>
<i>Includes One-Time Covid-19 Contingency Provision of \$1,010</i>		
<b>2021 Total Increase in Municipal Contribution</b>	<b>1,716</b>	<b>508 9.0%</b>
<i>Less: 2021 Covid Provision, CNV to be funded from Reserves</i>		<b>(343)</b>
<b>Total Budget Increase, CNV</b>		<b>165</b>
<b>2021 CNV Funded Budget</b>		<b>5,780</b>
<b>2021 City of North Vancouver Budget Increase</b>		<b>165 2.9%</b>
<b>2021 Overall Tax Impact (assuming 1% tax increase = \$575K)</b>		<b>0.03%</b>

### Notes

(1) CNV - Lionsgate Community Recreation Centre omitted

(2) 2020 Financial Plan included a Covid-19 provision of \$305,000 for NVRC, which has been reversed in 2021

(3) CNV Share

- CNV contribution for Recreation Services is 33.94%
- CNV contribution for Pinnacle Pool is 100%
- CNV contribution for Cultural Services is 50%
- CNV contribution for Building Utilities is by building ownership

# **NORTH VANCOUVER RECREATION AND CULTURE COMMISSION**

<b>Programs</b>	<b>2020 Annual Budget (000)</b>	<b>2021 Annual Budget (000)</b>	<b>Variance 2021 Annual to 2020 Annual (000)</b>	<b>Covid Provision Included in 2021 Annual Budget (000)</b>
<b>OPERATING</b>				
<b>Expenditures</b> <i>(includes Lionsgate Recreation Centre)</i>				
Administration	3,738	3,580	(158)	(129)
Maintenance	6,025	5,732	(293)	(557)
Operating	9,595	9,147	(448)	(780)
Programs	11,624	7,994	(3,630)	(4,131)
<b>Total Expenditures</b>	<b>30,982</b>	<b>26,453</b>	<b>(4,529)</b>	<b>(5,597)</b>
<b>Revenues</b>				
Memberships	3,174	1,621	(1,553)	(1,620)
Other	741	340	(401)	(416)
Programs and Lessons	8,644	5,415	(3,229)	(3,463)
Rentals	2,171	1,109	(1,062)	(1,108)
<b>Total Revenues</b>	<b>14,730</b>	<b>8,485</b>	<b>(6,245)</b>	<b>(6,607)</b>
<b>Net Total</b>	<b>16,252</b>	<b>17,968</b>	<b>1,716</b>	<b>1,010</b>
<b>MUNICIPAL CONTRIBUTIONS</b>				
City of North Vancouver (from above)	5,615	6,192	577	343
<i>Omit Lionsgate Recreation Centre</i>		(69)	(69)	
<b>City of North Vancouver</b>	<b>5,615</b>	<b>6,123</b>	<b>508</b>	<b>343</b>
District of North Vancouver	10,637	11,776	1,139	667
<b>Total Municipal Contributions</b>	<b>16,252</b>	<b>17,899</b>	<b>1,647</b>	<b>1,010</b>



City of North Vancouver  
Staff Count by Department

2021 Approved Complement

Chief Administrative Officer	6
City Clerk's	9
Strategic and Corporate Services	53
Community & Partner Engagement	26
Planning & Development	40
Finance	31
Fire Department	74
Police Department - Civilian	84
RCMP Members - City	73
Engineering Parks & Environment <i>(including Utilities Staff)</i>	126
<b>Total Staff by Department</b>	<b>522</b>

Approved Complement consists of Council approved regular full-time and regular part-time positions.

## Community Agencies Core Funding Summary

The City's Core Funded Agencies are requested to annually submit a financial plan that meets the requirements of the City of North Vancouver Core Funding Policy. Annual funding and reporting requirements are specified in section 4.0, which is partially excerpted here:

“...the agency being considered for core funding designation will also be required to provide the following:

- description of target population;
- evidence of ongoing, active volunteer involvement;
- proof of financial responsibility and accountability”...

Below is a financial summary of the financial plans received and reviewed by Finance, which include a 2% cost of living increase for each agency. Requests for additional funding must be requested separately as a New Item, also listed below.

The following memo (next page) from Planning provides a detailed review and analysis of the Core Funded Agencies, and their work in the community. It also provides commentary and recommendations related to the additional funding requested as New Items.

Agencies	2020 Total Funded	2021 Increase	2021 Total Funded	2021 New Item Funding Requested	Total 2021 Funding Requested	2021 % Increase Funded
North Shore Neighbourhood House (includes JBCC)	\$ 761,896	\$ -	761,896		761,896	0.0%
Silver Harbour Centre	164,903	-	164,903		164,903	0.0%
Family Services of the North Shore	51,974	-	51,974		51,974	0.0%
Capilano Community Services	83,648	-	83,648		83,648	0.0%
North Shore Community Resources	55,411	-	55,411		55,411	0.0%
North Shore Crisis Services	10,404	-	10,404		10,404	0.0%
North Shore Womens Centre	13,005	-	13,005		13,005	0.0%
Harvest Project	10,404	-	10,404		10,404	0.0%
North Shore Restorative Justice Society	36,414	-	36,414		36,414	0.0%
Cost of Living 2% Requested by Staff				23,800	23,800	0.0%
<b>Total</b>	<b>\$ 1,188,059</b>	<b>\$ -</b>	<b>1,188,059</b>	<b>23,800</b>	<b>1,211,859</b>	<b>0.0%</b>

New Items Requested:		% incr of base bgt
Cost of Living 2% - Requested by Staff	23,800	2.0%
Total New Items Requested	\$ 23,800	



## Memo

To: Debbie Cameron, Budget Analyst II, Finance Department

From: Heather Evans, Community Planner, Planning and Development Department

Cc: Renée De St. Croix, Manager of Community and Long Range Planning,  
Planning and Development Department

Date: December 16, 2020

Re: Planning Review of 2021 Core Funding Requests

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### Attachment

1. July 26, 2020 Information report to Council – Information from Core Funded Agencies related to COVID-19 ([#1916058](#))

### Introduction and Purpose

Core funding is provided to non-profit agencies based on a principle of partnerships. Core funding is one way in which the City seeks to meet the long range goals and objectives of the Official Community Plan, Social Plan, CNV4ME, the priorities of the Council Strategic Plan (“A City for People”), and other policies and objectives that work toward maintaining, improving and building the City’s social infrastructure and well being. The City of North Vancouver provides annual funding to nine core funded non-profit agencies that deliver a range of community social services to City residents:

- North Shore Neighbourhood House
- Silver Harbour Seniors Activity Centre
- Capilano Community Services
- North Shore Community Resources
- North Shore Crisis Services
- North Shore Women’s Centre
- North Shore Restorative Justice
- Harvest Project

As outlined in the Core Funding Policy, Planning staff review the annual funding applications from core funded agencies and provide comments in this memo to summarize key information in the submissions regarding the goals, trends and use of the funds, and to offer comments and recommendations related to the submissions.

## **Overall Comments**

From a City staff perspective, core funding is an efficient and effective support for community service agencies that are contributing to meeting the City's social needs. The benefits of core funding from a receiving agency's perspective include the reduction in administrative costs and staff resources that would otherwise be required to make multiple applications for different streams of City funding. It also provides a stable funding base from which they are able to develop and deliver their programs, as well as to leverage additional financial support from additional funders.

The total 2021 base funding for the core agencies is \$1,188,059, which is the same amount as 2020 none of the agencies requested additional new items or increases for cost of living, and negotiated wage settlements have not been automatically added. Instead, a New Items sheet for 2% increase for all of the core funded agencies has been submitted to the Finance Department for consideration in the budget discussions and deliberations.

## **Impacts of COVID-19 on Core Funded Agencies**

As directed by Council in April 2020, staff contacted the City's core-funded agencies regarding their annual budgets to confirm if funds are allocated for 2020 service programming or COVID-19 related activities. The information report containing this information (dated July 26, 2020) is attached for reference.

In the core funded agencies submissions to the City for 2021, the agencies have noted the challenges, community trends, and adaptations in their operations, programs and services that are related and attributed to COVID-19. These elements are summarized in the Core Funded Agencies Summary Profiles below. The table includes the 2021 Service Goals and Noted Community Needs, Challenges, and Trends columns in the summary table for each agency.

Staff have been working alongside the core funded agencies through ongoing multi-agency working groups to coordinate COVID-19 impacts and response in various areas including food security, homelessness, seniors, and child care.

## **Core Funded Agencies' New Item Requests for 2021 Budget**

Staff are supportive of the City including a 2% increase to each core funded agency's 2021 base budget for negotiated wage settlements and other cost of living increases (approximately 2%). The 2% increase would be consistent with the City's practice last year and the negotiated wage increase for City staff. This 2% increase would equate to \$23,800 (sum of 2% increase for all nine agencies).

## **Upcoming Core Funding Policy Review**

A Core Funding Policy review, under the umbrella of the Community Well Being Strategy is included in staff's 2021 work program. This review will seek to clarify the areas where the City's



investments are most effective to achieve desired community outcomes, and to review the procedural elements of the policy.

Core funded agencies will be included in the policy review process to ensure that their experience, needs and voice are understood. Once the policy review is approved by Council, staff will work with agencies to make sure they are aware of any revisions to the process or their submissions to the City.

### **Core Funded Agencies Summary Profiles**

The following pages provides a high level overview of the planned services, target populations and community impacts that each of the core funded agencies plans to deliver in 2021. The source of this information is core funded agencies' detailed submissions to the City for 2021.

### **North Shore Neighbourhood House**

North Shore Neighbourhood House base budget for 2021 core funding is \$761,896.

<b>2021 Service Goals &amp; Use of CNV Funds</b>	<b>Target Population Groups</b>	<b>Noted Community Needs, Challenges, Trends</b>	<b>Noted Partnerships and Collaboration</b>
<b>North Shore Neighbourhood House – Youth Outreach Workers, Youth Lounge</b>			
<p>2021 Goals:</p> <ul style="list-style-type: none"><li>• Focus on COVID-19 issues for clients and their families – mental health will be a significant focus with youth and will involve the outreach workers' connection to The Foundry.</li><li>• Food security and nutrition – youth outreach worker will distribute food to clients/families</li><li>• Addressing family issues: financial issues, school and education, and distribution of youth card.</li></ul> <p>These goals are also identified in the CNV Youth Services Work Plan.</p> <p>Grant will be used to support the Youth Outreach Workers and their work to support youth as described above.</p>	<p>Youth, ages 13 to 24</p>	<ul style="list-style-type: none"><li>• COVID-19 impacts have included significant issues involving mental health and well being of youth.</li><li>• Challenges include family financial issues and stress, education/school stress, food security and food quality, awareness of resources.</li></ul>	<ul style="list-style-type: none"><li>• Foundry North Shore (VCH)</li><li>• School District 44</li><li>• North Shore Multicultural Society</li><li>• Capilano Services</li><li>• Parkgate Community Services</li><li>• West Vancouver Community Services</li><li>• Committee participation includes: Connect for Kids, ,IYOS, steering, Youth Coalition, Safe House Advisory</li></ul>



**North Shore Neighbourhood House – Preteen Youth Worker**

<p>2021 Goals:</p> <ul style="list-style-type: none"> <li>• Focus on COVID-19 issues for clients and their families.</li> <li>• Mental health is a significant focus with the Pre-Teen Outreach Workers connections to The Foundry.</li> <li>• Other focus areas include financial issues, school and education, and youth card distribution.</li> </ul> <p>These goals are also identified in the CNV Youth Services Work Plan.</p> <p>Grant provides opportunity for the Pre-Teen Outreach Worker to support 10-13 year olds with support, programs, outreach, and partnerships such as the Foundry.</p>	<p>Pre-teens (10 to 13 years old)</p>	<ul style="list-style-type: none"> <li>• COVID-19 has raised significant issues involving mental well being of pre-teens</li> <li>• Challenges include family financial issues and stress, education/school stress, food security and food quality, awareness of resources.</li> </ul>	<ul style="list-style-type: none"> <li>• Foundry North Shore (VCH)</li> <li>• North Vancouver Recreation Commission</li> <li>• City Library</li> <li>• North Shore Multicultural Society</li> <li>• School District 44</li> <li>• District of North Vancouver</li> <li>• Collaboration with Queen Mary Community Coordinator</li> </ul>
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<b>North Shore Neighbourhood House – Community School Program</b>			
<p>2021 Goals:</p> <ul style="list-style-type: none"> <li>• Outreach and support to Queen Mary, Westview and Ridgeway Schools and Parent Advisory Councils on initiatives to build healthy and inclusive communities</li> <li>• Connect people to resources that promote programs, foster social connection, empower families, reduce isolation</li> <li>• Foster existing relationships with stakeholders</li> </ul> <p>Grant will be used for programming that provides support to 100+ school age children and 1000+ parents</p>	<p>School age children and parents, targeting vulnerable populations</p>	<ul style="list-style-type: none"> <li>• Multicultural presence and many languages spoken in neighbourhoods the program is involved in</li> <li>• With COVID-19 there is an increased level of stress in families identified by parents.</li> <li>• Common issues of stress are child care, physical health, mental wellness, affordability and access to quality child care.</li> <li>• Increase in grandparents providing care.</li> <li>• Multicultural population and languages</li> <li>• Limited space and storage at the schools for after school programs.</li> </ul>	<ul style="list-style-type: none"> <li>• North Vancouver City Library</li> <li>• John Braithwaite Community Centre</li> <li>• North Vancouver Recreation and Culture Commission</li> <li>• St. John's Church</li> <li>• School Parent Advisory Committees</li> <li>• Capilano University</li> <li>• North Shore Multicultural Society</li> <li>• North Shore Community Resources</li> <li>• Red Fox Society</li> </ul>
<b>North Shore Neighbourhood House – Edible Garden Project</b>			
<p>2021 Goals:</p> <ul style="list-style-type: none"> <li>• Increase sustainability of farming practice.</li> <li>• Distribution of vegetables to vulnerable populations</li> <li>• Education about land and food systems, gardening and farming</li> <li>• Deepen</li> </ul>	<p>Low income residents – food distribution and All residents – community connection, education</p>	<ul style="list-style-type: none"> <li>• With COVID-19, increased challenges with food security and increasing cost of living – many people having increased difficulty obtaining safe and healthy foods.</li> <li>• Increased interest in good growing and homesteading by city residents for healthy outdoor activity and food</li> </ul>	<ul style="list-style-type: none"> <li>• Harvest Project</li> <li>• Greater Vancouver Food Bank</li> <li>• Turning Point Recovery House</li> <li>• Sage Women's House</li> <li>• Lookout Shelter</li> <li>• Vancouver Coastal Health</li> <li>• Lynn Valley Ecology Centre</li> <li>• North Shore Community Garden Society</li> <li>• Table Matters</li> </ul>



<p>partnerships with community stakeholders</p> <p>Grant funds program manager and support staff, who deliver workshops (virtual and in person), host farmers markets, and partner with schools for garden based education to students.</p>		<p>security.</p>	<p>Network</p> <ul style="list-style-type: none"> <li>• City Library</li> <li>• Evergreen</li> <li>• Environmental Youth Alliance</li> <li>• North Vancouver School District</li> <li>• Farm to School BC</li> </ul>
<p><b><i>North Shore Neighbourhood House – Young Parents Program and Learning Together Mountainside (Mountainside Daycare)</i></b></p>			
<p>2021 Goals:</p> <ul style="list-style-type: none"> <li>• Support young parents to complete high school education</li> <li>• Provide child care and programming for young families</li> <li>• Support youth who are pregnant or parenting to meet ongoing needs</li> </ul> <p>Grant supports this program that supports parents to complete high school education, and child care support. Also food security, referrals, other supports. Both In person and online support.</p>	<p>Young parents that have not completed high school education</p>	<ul style="list-style-type: none"> <li>• COVID-19 has increased food security issues, and housing and mental / emotional health continues to be a significant issue. Isolation is also an increased challenge.</li> </ul>	<ul style="list-style-type: none"> <li>• Ministry for Children and Family Development</li> <li>• The Foundry</li> <li>• North Vancouver and West Vancouver School Districts</li> <li>• Kiwanis Club</li> <li>• Lions Club</li> <li>• Soroptimist</li> <li>• VanCity</li> <li>• Greater Vancouver Food Bank</li> <li>• Vancouver Coastal Health</li> <li>• YWCA Housing and BC Housing</li> </ul>

<b>North Shore Neighbourhood House – John Braithwaite Community Centre (JBCC) Community Programs</b>			
<p>2021 Goals:</p> <ul style="list-style-type: none"> <li>• Complementary programming at JBCC</li> <li>• Accessible, inclusive and creative programming for youth, seniors, families</li> </ul> <p>Grant will provide services at JBCC for target populations – youth, families, seniors.</p>	Youth, families, seniors	<ul style="list-style-type: none"> <li>• Developing creative and safe ways to ensure that space is being used in a functional way that is adhering to social distancing and safe environments.</li> </ul>	<ul style="list-style-type: none"> <li>• North Vancouver Recreation and Culture Commission with regards to the operation of JBCC</li> <li>• Middle Childhood Matters</li> <li>• WECAN</li> <li>• Seniors Coalition</li> <li>• Inter-agency</li> <li>• Homelessness Task Force</li> <li>• Local law enforcement agencies</li> <li>• North Shore Restorative Justice Society</li> <li>• North Shore Multicultural Society</li> <li>• NSNH staff participation on many committees pertaining to social issues</li> </ul>
<b>North Shore Neighbourhood House – Golden Circle (Seniors)</b>			
<p>2021 Goals:</p> <ul style="list-style-type: none"> <li>• In-person and on-line programs for seniors that are relevant to current and anticipated needs of seniors population, with focus on older adults who are frail and at risk of social isolation.</li> <li>• Support healthy aging of older adults, increase accessibility to services, and provide excellent services</li> <li>• Outreach activities</li> </ul>	Seniors especially frail, at risk of social isolation. Generally residents of lower and central lonsale within walking distance of the programs.	<ul style="list-style-type: none"> <li>• Aging seniors vulnerable to frailty (cognitive and physical)</li> <li>• Increase in social isolation and caregiving burden from COVID-19 due to limited or no contacts.</li> <li>• Shifting of the caregiving burden away from residential care settings onto family members.</li> <li>• Increasing risk of seniors social isolation due to: technical and transportation</li> </ul>	<ul style="list-style-type: none"> <li>• Vancouver Coastal Health</li> <li>• North Vancouver Recreation and Culture Commission</li> <li>• North Vancouver Libraries</li> <li>• Alzheimer's Society</li> <li>• Silver Harbour Centre</li> <li>• Family Services of the North Shore</li> <li>• North Shore Multicultural Services</li> <li>• Neighbourhood House</li> <li>• Gordon Neighbourhood House</li> <li>• Older Adult Mental Health</li> <li>• Greater Vancouver Foodbank</li> <li>• Presentation House</li> </ul>

<p>to raise the profile of services available</p> <p>Funding is for a coordinator, any other facilitators, supplies and food</p>		<p>barriers, health concerns, housing and food insecurity, fragmented home support system.</p>	<p>Theatre</p> <ul style="list-style-type: none"> <li>• United Way of the Lower Mainland</li> <li>• IGA</li> <li>• BC Gaming</li> <li>• Quest</li> <li>• Stroke Recovery</li> <li>• Keep Well Society</li> </ul>
<b>North Shore Neighbourhood House – Operating</b>			
<p>2021 Goals</p> <p>Core operating funds are used for the operation and administration of the North Shore Neighbourhood House.</p> <p>2021 projects include</p> <ul style="list-style-type: none"> <li>• Outdoor lighting to accommodate food bank in evening</li> <li>• Sanitation of building particularly related to partnership with the emergency weather response (EWR) shelter.</li> <li>• Upgrade building lighting with LED lights.</li> </ul> <p>Funding will be used for adjustments to accommodate the food bank, protocols to keep clients safe, and supporting staff and volunteers for sanitation and distancing protocols.</p>	<p>Multiple target groups use NSNH facility</p>	<ul style="list-style-type: none"> <li>• COVID-19 has brought demand for emergency space and service</li> </ul>	<ul style="list-style-type: none"> <li>• Highlands Church</li> <li>• Greater Vancouver Food Bank</li> <li>• Family Services of the North Shore</li> <li>• Keep Well Society</li> <li>• Lower Lonsdale Community Garden</li> <li>• </li> </ul>



### **Silver Harbour Seniors Activity Centre**

Silver Harbour Seniors Activity Centre's base budget for 2021 core funding is \$164,903.

<b>2021 Service Goals &amp; Use of CNV Funds</b>	<b>Target Population Groups</b>	<b>Noted Community Needs Challenges, Trends</b>	<b>Noted Partnerships and Collaboration</b>
<b>Silver Harbour Seniors Activity Centre</b>			
<p>2021 Goals:</p> <ul style="list-style-type: none"> <li>• Provide a well functioning building</li> <li>• Programs and services to meet seniors needs<sup>1</sup></li> <li>• Develop human resources – paid and volunteer</li> <li>• Stability and growth of financial resources</li> <li>• Leadership on seniors issues in community and region</li> <li>• Assess environmental responsibility in operations</li> </ul> <p>Grant is for staffing, building operations, program expenses, office expenses, and promotion. Have included programming support for seniors needs that have been more exposed by COVID-19: food security, technology skills, mental health.</p>	Adults 55 years and older	<ul style="list-style-type: none"> <li>• Focus on practical services such as food security and technology skill development, as well as support for mental health and social connectedness, including for seniors from diverse cultural backgrounds and with low incomes.</li> </ul>	<ul style="list-style-type: none"> <li>• BC Alzheimer's Society</li> <li>• Lionsview Seniors Planning Society</li> <li>• Lynn Valley Seniors Association</li> <li>• North Shore Multicultural Society</li> <li>• SFU</li> <li>• Vancouver Community College</li> <li>• United Way</li> <li>• North Vancouver City Library</li> <li>• Vancouver Coastal Health</li> <li>• West Vancouver Seniors' Activity Centre</li> </ul>

<sup>1</sup> Silver Harbour submission notes that they will revise, restart and develop in-person and online programming within COVID-19 protocols and considerations prioritizing social connectedness wherever safe.

### ***Family Services of the North Shore***

Family Services of the North Shore base budget for 2021 core funding is \$51,974.

<b>2021 Service Goals &amp; Use of CNV Funds</b>	<b>Target Population Groups</b>	<b>Noted Community Needs Challenges, Trends</b>	<b>Noted Partnerships and Collaboration</b>
<b><i>Family Services of the North Shore</i></b>			
<p>2021 Goals:</p> <ul style="list-style-type: none"> <li>• Trauma informed counselling for women in CNV (low cost/no cost) who are dealing with gender based violence which has escalated during COVID-19. Also men's violence groups.</li> <li>• Individual, couple and family counselling (people in community facing additional financial, housing, mental health risks during COVID-19)</li> <li>• Child and youth counselling to high risk children including LGBTQ2S+ community (risks increased during COVID-19)</li> </ul> <p>Grant funds counselling to 600+ DNV residents</p>	<p>Various target groups including children, youth, adults and seniors, couples, families</p>	<p>COVID-19 trends are expected to continue for 1-3 years and include:</p> <ul style="list-style-type: none"> <li>• Declining mental health for the next 2 years as pandemic continues</li> <li>• 30% increase in post-traumatic stress disorder due to impact of disconnection from support systems</li> <li>• Declining mental health of seniors due to isolation and lack of caregiver supports</li> <li>• Children living in struggling families will struggle even more if parents do not get supports they need</li> <li>• Economic impact means that families have less resources to meet basic life needs</li> </ul>	<ul style="list-style-type: none"> <li>• School District</li> <li>• Business community</li> <li>• Squamish Nation</li> <li>• Community groups</li> </ul> <p>Particularly noted partnerships during COVID-19:</p> <ul style="list-style-type: none"> <li>• North Shore Neighbourhood House (Food bank and Family Services of the North Shore's food delivery program)</li> <li>• Silver Harbour Seniors Activity Centre (food delivery to seniors and caregiver support)</li> <li>• North Shore Multicultural Society (parent support groups, anti-racism work, early years work)</li> </ul>

## Capilano Community Services

Capilano Community Services base budget for 2021 core funding is \$83,648.

2021 Service Goals & Use of CNV Funds	Target Population Groups	Noted Community Needs Challenges, Trends	Noted Partnerships and Collaboration
<b>Capilano Community Services</b>			
<p>2021 Goals:</p> <p>Youth Outreach Program:</p> <ul style="list-style-type: none"> <li>Continue online programs to keep youth connected</li> <li>Plan youth in-reach programs at the new Lions Gate Community Centre</li> <li>Purchase capital assets to assist with program delivery at Lions Gate that meet the needs of CNV Youth</li> </ul> <p>Seniors' Hub Outreach Program:</p> <ul style="list-style-type: none"> <li>Support seniors with programs that enhance social connectedness and belonging – telephone support where in person support is not possible.</li> <li>Provide transportation to seniors – grocery, medical trips, etc.</li> <li>Plan in-reach programs for seniors at the new Lions Gate Community Centre</li> </ul> <p>Red Cross Medical Equipment Loan Program goals:</p>	<p>Youth ages 10 to 24</p> <p>Seniors</p>	<ul style="list-style-type: none"> <li>During COVID-19 youth isolation has resulted in increased stress, anxiety and depression. Vulnerable youth need support even more including LGBTQ2S+</li> <li>During COVID-19 has increased loneliness and isolation among seniors. Other acute issues include housing (fear of homelessness and lack of affordable housing), lack of transportation and absence of caregiver and family support.</li> <li>Red Cross program is essential service and has stayed open during the pandemic with reduced hours and protocols to protect volunteers.</li> </ul>	<ul style="list-style-type: none"> <li>School District 44</li> <li>North Shore Neighbourhood House</li> <li>Hollyburn Family Services</li> <li>Highlands United Church</li> <li>Woodcroft</li> <li>Ustlahn Social Society</li> <li>Kiwanis</li> <li>Lions Club</li> <li>North Shore Restorative Justice</li> <li>Youth Safe House</li> <li>West Vancouver Ambleside Youth Centre</li> <li>Kids Up Front</li> <li>Work BC</li> <li>Youth Coalition</li> <li>Libraries</li> <li>NVRC</li> <li>North Shore Multicultural Society</li> <li>Vancouver Coastal Health</li> <li>Silver Harbour Seniors Activity Centre</li> <li>Parkgate Community Centre</li> <li>Keep Well</li> <li>North Shore Community Resources</li> <li>Lionsview Seniors</li> <li>Silver Harbour</li> <li>Lions Gate Hospital</li> <li>Pacific Arbour Group Retirement Communities (PARC)</li> </ul> <p>Note: the above is a summary and not an exhaustive list of partners.</p>



2021 Service Goals & Use of CNV Funds	Target Population Groups	Noted Community Needs Challenges, Trends	Noted Partnerships and Collaboration
<ul style="list-style-type: none"> <li>• Equipment loan service</li> <li>• Transition to computer documentation for when program moves to Lions Gate Community Centre</li> <li>• Recruit and train new volunteers to assist clients in multiple languages</li> </ul> <p>Grant funds seniors outreach, youth programs in community, and continuation of Red Cross equipment loan program.</p>			

## North Shore Community Resources

North Shore Community Resources base budget for 2021 core funding is \$55,411.

2021 Service Goals & Use of CNV Funds	Target Population Groups	Noted Community Needs Challenges, Trends	Noted Partnerships and Collaboration
<b>North Shore Community Resources</b>			
<p>2021 Goals:</p> <p>Administration</p> <ul style="list-style-type: none"> <li>• Strategic Plan for 2021 and beyond</li> <li>• Enhanced IT system</li> </ul> <p>Interagency Network</p> <ul style="list-style-type: none"> <li>• Virtual network meetings for non-profits, and ongoing clearing house for local program and service information, especially critical during Pandemic</li> </ul> <p>Housing</p> <ul style="list-style-type: none"> <li>• Below market housing provider list, and comparative study of North Shore municipal housing policy</li> <li>• Submissions to City Council, public education, research, and meetings</li> </ul> <p>Parent and Child Program</p> <ul style="list-style-type: none"> <li>• Integrate pedagogists into licensed child care programs</li> </ul>	<p>Various groups aligned with the focus of NSCR programs: Seniors, families, children, etc.</p>	<p>COVID-19 impacts include:</p> <ul style="list-style-type: none"> <li>• Many clients face barriers to participation and access due to lack of access to digital technology</li> <li>• Clients with low incomes have exacerbated challenges to access service and assistance</li> <li>• High costs of living puts pressure on people who are out of work or have low wages</li> <li>• Unaffordable housing is a key issue exacerbated by the pandemic and programs like CHAC provide a critical voice</li> <li>• Assistance programs (such as Seniors One Stop) are responding to more complex and multi-faceted needs</li> <li>• Provincial commitment to quality,</li> </ul>	<ul style="list-style-type: none"> <li>• Family Services of the North Shore</li> <li>• John Braithwaite Community Centre</li> <li>• Lions View Seniors' Planning</li> <li>• Homelessness Task Force</li> <li>• North Shore Neighbourhood House</li> <li>• North Shore Multicultural Society</li> <li>• North Shore Immigrant Inclusion Partnership</li> <li>• North Shore Seniors Coalition</li> <li>• North Shore Disability Resource Centre</li> <li>• Parkgate Community Services</li> <li>• North Shore Women's Centre</li> <li>• North Vancouver Recreation and Culture Commission</li> <li>• Capilano University</li> <li>• University Women's Club</li> <li>• Vancouver Coastal Health</li> <li>• Canadian Mental Health Association</li> <li>• School Districts 44 and 45</li> <li>• BC Centre for Elder Advocacy and Support</li> <li>• Public libraries</li> <li>• Neptune Terminals</li> <li>• North Shore Chamber of Commerce</li> <li>• Landlord BC</li> <li>• Darwin</li> <li>• VanCity</li> <li>• Arc'Teryx</li> </ul>

2021 Service Goals & Use of CNV Funds	Target Population Groups	Noted Community Needs Challenges, Trends	Noted Partnerships and Collaboration
<ul style="list-style-type: none"> <li>• Maintain COVID-19 response communication and coordination of early years and child care community</li> <li>• Offer enhanced early years programming to licensed child care providers</li> </ul> <p>Information North Shore</p> <ul style="list-style-type: none"> <li>• Review Green Book navigational tool for community resources and services,</li> <li>• Enhance seniors and youth directories</li> <li>• Increase knowledge about programs available to seniors</li> </ul> <p>Volunteer North Shore</p> <ul style="list-style-type: none"> <li>• Volunteer Outreach Specialist position</li> <li>• Support to non-profit sector re volunteering in COVID-19</li> <li>• New web platform for volunteer opportunities</li> <li>• New volunteer resource management system – tripled</li> </ul>		<p>accessible child care is positive, and the role of the municipal child care consultant is important at the local level</p>	<ul style="list-style-type: none"> <li>• Organizations outside N. Shore (e.g. UBC Centre for Study of Democratic Institutions, West Coast Child Care Resource &amp; Referral, CityHive, etc.)</li> </ul> <p>Note: the above is a summary and not an exhaustive list of partners.</p>



2021 Service Goals & Use of CNV Funds	Target Population Groups	Noted Community Needs Challenges, Trends	Noted Partnerships and Collaboration
<p>volunteer base during COVID-19</p> <p>Community Legal Services Program</p> <ul style="list-style-type: none"> <li>• Integrate new staff (family law and legal advocate)</li> <li>• Public legal education and outreach</li> </ul> <p>Democracy Café</p> <ul style="list-style-type: none"> <li>• Young Citizens Forum cohorts</li> <li>• Education workshops to Grade 12 students and voter engagement work</li> </ul>			

## North Shore Crisis Services

North Shore Crisis Services base budget for 2021 core funding is \$10,404.

2021 Service Goals & Use of CNV Funds	Target Population Groups	Noted Community Needs Challenges, Trends	Noted Partnerships and Collaboration
<b>North Shore Crisis Services</b>			
<p>2021 goals:</p> <ul style="list-style-type: none"><li>• Two additional units of second stage housing</li><li>• Alternate service delivery and safe environment for transition house residents during COVID-19</li><li>• Pursue additional second stage housing</li></ul> <p>Grant funds administrative and operating costs for direct services.</p>	<ul style="list-style-type: none"><li>• Vulnerable women and children who are at risk from or fleeing abusive situations</li></ul>	<ul style="list-style-type: none"><li>• Housing for women in acute need is a high priority</li><li>• Women and children who are leaving an abusive relationship need safe and affordable housing; many clients struggle with poverty, mental health, addictions and they need a variety of resources</li><li>• Waitlists continue to be a huge challenge for many women and children leaving abusive relationships</li></ul>	<ul style="list-style-type: none"><li>• Good Stuff Connection Clothing program (includes 15 agencies)</li><li>• North Shore Homelessness Task Force</li><li>• Violence Against Women in Relationships</li><li>• North Shore Connect Day</li></ul>

## North Shore Women's Centre

North Shore Women's Centre base budget for 2021 core funding is \$13,005.

2021 Service Goals & Use of CNV Funds	Target Population Groups	Noted Community Needs Challenges, Trends	Noted Partnerships and Collaboration
<b>North Shore Women's Centre</b>			
<p>2021 Goals:</p> <ul style="list-style-type: none"> <li>• Restructure programs and services to balance online and remote programming with in-person service for urgent needs.</li> <li>• Respond to COVID-19 needs by re-developing the food and toiletries program</li> <li>• New mechanisms and assistance to participants with access to technology and digital literacy, and digital transportation within the organization.</li> </ul> <p>Grant funds are used for the core operations and service goals – due to COVID-19 a greater proportion toward technological improvements, physical protective measures, and operating demands during pandemic.</p>	<ul style="list-style-type: none"> <li>• North shore women and their children, particularly those facing socio-economic barriers</li> </ul>	<p>With Covid19 pandemic, particular needs for the following:</p> <ul style="list-style-type: none"> <li>• Basic needs – safety, food, shelter (e.g. doubled demand for food/toiletry requests)</li> <li>• Technology to connect people who do not have phones, tablets, laptops</li> <li>• Separation support group, as COVID-19 has exacerbated difficult and abusive intimate partner relationships</li> </ul>	<ul style="list-style-type: none"> <li>• North Shore Neighbourhood House</li> <li>• Family Services of the North Shore</li> <li>• North Shore Law</li> <li>• NS VAWIR Committee – 20 criminal justice and social service organizations (hosted by North Shore Women's Centre)</li> <li>• Canadian Cancer Society's Look Good Feel Better Program</li> <li>• Harvest Project</li> <li>• Cause we Care Foundation</li> <li>• Capilano University, North Shore RCMP, North Vancouver City Library for the Expanding Tech Access Group (Mayor's Social Resiliency Collective)</li> <li>• UBC School of Social Work</li> </ul>



## North Shore Restorative Justice

North Shore Restorative Justice base budget for 2021 core funding is \$36,414.

2021 Service Goals & Use of CNV Funds	Target Population Groups	Noted Community Needs Challenges, Trends	Noted Partnerships and Collaboration
<b>North Shore Restorative Justice</b>			
2021 goals include: <ul style="list-style-type: none"> <li>• Expand metrics and data collection in Restorative Response Program (including client recidivism)</li> <li>• Enhance accessibility to Police diversion program (translation of materials, enhanced partnerships e.g. North Shore Immigrant Inclusion Partnership)</li> <li>• Bridge education and policy programs to address systemic issues that see BIPOC youth negatively impacted by punitive response to behaviours</li> </ul> Funds are used for program delivery and operations.	<ul style="list-style-type: none"> <li>• Many files involve youth</li> <li>• Strengthening relationships with Squamish Nation, Tsleil-Waututh Nation, and Musqueam Nation.</li> </ul>	<ul style="list-style-type: none"> <li>• Receiving more complex assault files including sexual assault files, which places new demands on staff.</li> <li>• Police are being required to look at alternative measures such as restorative justice when youth commit a crime</li> </ul>	<ul style="list-style-type: none"> <li>• North Vancouver RCMP</li> <li>• Integrated First Nations Unit</li> <li>• Youth Intervention Unit</li> <li>• North Shore Multicultural Society</li> <li>• North Vancouver School District</li> <li>• Mountainside Secondary School</li> <li>• Equitas</li> <li>• The Foundry</li> <li>• Squamish Nation</li> </ul>

## Harvest Project

Harvest Project base budget for 2021 core funding is \$10,404.

2021 Service Goals & Use of CNV Funds	Target Population Groups	Noted Community Needs Challenges, Trends	Noted Partnerships and Collaboration
<b>Harvest Project</b>			
<p>2021 goals:</p> <ul style="list-style-type: none"> <li>• Coordinate coaching, mentoring, social and health improvements through case management to at risk individuals and their families</li> <li>• Create a robust, sustainable ecosystem for the agency</li> <li>• Build stability and cohesion on the North Shore with the agency's 'relational' work with at risk residents</li> </ul> <p>Grant funds are used to operate programs that benefit clients.</p>	<p>Marginalized North Shore residents who are experiencing challenging life circumstances and desire to improve their situations; mostly lone-parent families and new Canadians</p>	<ul style="list-style-type: none"> <li>• Food insecurity</li> <li>• Concurrent social, financial and health challenges within family units</li> <li>• Need for local job opportunities</li> <li>• Lack of affordable housing and child care</li> </ul> <p>Number of people served in 2020 and 2021 are expected to increase due to the COVID-19 pandemic.</p>	<ul style="list-style-type: none"> <li>• North Shore municipalities</li> <li>• Port Gala supporters</li> <li>• North Shore Table Matters</li> <li>• Edible Garden Project</li> <li>• Local grocery retailers</li> <li>• Financial case worker has been visiting other agencies to educate about the North Shore Rent Bank (referral partnerships)</li> </ul>

## 2021 NEW ITEMS LISTING

## Key:

CPE = Community &amp; Partner Engagement

SCS = Strategic &amp; Corporate Services

Item	Department	Complement	Description	Annual Amount	2021 Amount	Tax Draw* %
<b>Confirm Existing Positions</b>						
1	CPE <i>Administration</i>	1.0	RFT Administrative Coordinator	-	-	0.00%
2	Engineering	1.0	RFT Environmental Technician	-	-	0.00%
3	Engineering	2.0	RFT (2) Labourers	-	-	0.00%
	Sub-Total	4.0		-	-	<b>0.00%</b>
<b>Staffing</b>						
4	SCS <i>Human Resources</i>	1.0	RFT Senior HR Advisor	150,000	125,000	0.22%
5	Fire	1.0	RFT Fire Inspector	-	-	0.00%
	Sub-Total	2.0		150,000	125,000	<b>0.22%</b>
<b>Programs</b>						
6	SCS <i>Human Resources</i>		Career Development	10,000	10,000	0.02%
	Sub-Total	n/a		10,000	10,000	<b>0.02%</b>
<b>Major and Core Funded Agencies</b>						
7	Planning & Development		Core Funded Agencies - 2% Cost of Living	<i>rounded</i> 23,800	<i>rounded</i> 23,800	0.04%
	Sub-Total	n/a		23,800	23,800	<b>0.04%</b>
<b>Total Requests</b>		<b>6.0</b>		<b>183,800</b>	<b>158,800</b>	<b>0.28%</b>

2021 Incremental Cost for Total Requests is \$25,000 which is 0.04% tax impact

\* Tax Draw is calculated where 1% is equal to \$575,000



## NEW ITEM Program Budget Change Request Form

### 2021 Operating Financial Plan

<b>TFT to RFT Administrative Coordinator Conversion</b>		Department	Community & Partner Engagement
Program #	1710	Date	9/22/2020
Program Name	Administration	Submitted By	Robert Skene
Program Manager	Robert Skene	<b>Director Approval</b> Approved By	Robert Skene

Reason for Budget Change: Place an "x" in box	Alignment with Strategic Plan or OCP
<div style="display: flex; justify-content: space-between;"> <div style="width: 150px;"> New Staff New Service Greater Cost for Same Service </div> <div style="width: 100px;"> <div style="border: 1px solid black; text-align: center; margin-bottom: 2px;">X</div> <div style="border: 1px solid black; height: 15px; margin-bottom: 2px;"></div> <div style="border: 1px solid black; height: 15px;"></div> </div> </div>	The request is consistent with the long range implementation as outlined in Chapter 9 of the OCP.

Full Cost	
List Wages, Benefits, Contracts, etc.; subtract and list savings or revenue if expected.	
Please note: 2021 Fringe Benefits rates are 27%	
RFT Administrative Coordinator II - Pay Grade 21.3	\$ 63,900
Fringe Benefits 27%	17,300
Use Existing Funds	(81,200)
	-

Coding					Full Cost	2021 Pro-Rated Cost	2022 Incremental
Fund	Account #	Account Name	Op Unit #	Op Unit Name			
101	51111	Wages			63,900	32,000	31,900
101	51103	Fringe Benefits			17,300	8,600	8,700
							-
		Use Existing Funds			(81,200)	(40,600)	(40,600)
							-
<b>Total</b>					-	-	-

<b>Explanation/Justification</b>
This TFT position was originally created in late 2017 to support the newly created Planning Department. Funding for the position was provided from program 1910. In March 2019, the position shifted to the more recently created Community & Partner Engagement Department and is now funded entirely through program 1710.
This position is responsible for department administration including but not limited to calendar management, meeting organization, establishing/amending dept office procedures and functions, budget building and tracking, staff communications, staff supervision, payroll administration, council report coordination and submission, and other departmental project work as assigned by Director or Division Managers. Due to the operational needs of the department this position needs to be considered as a part of the RFT complement.
It is proposed that this position be shifted from TFT to RFT and continue to be funded through program 1710.

## NEW ITEM Program Budget Change Request Form

### 2021 Operating Financial Plan

<b>RFT Environmental Technician (Solid Waste)</b>		Department	Engineering, Parks and Environment
Program #	5085	Date	9/16/2020
Program Name	Recycling and Yard Trim Admin	Submitted by	Mike Hunter
Program Manager	Jeff Klochnyk	<b>Director Approval</b> Approved By	Doug Pope / Karyn Magnusson

Reason for Budget Change: Place an "x" in box	Alignment with the Official Community Plan
<div> <div>New Staff</div> <div>X</div> </div> <div> <div>New Service</div> <div></div> </div> <div> <div>Greater Cost for Same Service</div> <div></div> </div>	<p>Goal 4.3: Engage the community to promote more sustainable behaviour. Goal 8.1: Provide the community with public infrastructure that protects the natural environment at an affordable cost.</p>

<b>Full Cost</b>	
List Wages, Benefits, Contracts, etc.; subtract and list savings or revenue if expected.	
Please note: 2021 Fringe Benefits rates are 27%	\$
Wages Environmental Tech pay grade 24, step 3	72,300
Fringe Benefits 27%	19,500
This position is already funded through the Solid Waste Utility - Fund 105	(91,800)
	-

Coding					Full Cost	2021 Pro-Rated Cost	2022 Incremental
Fund	Account #	Account Name	Op Unit #	Op Unit Name			
105	51113	Wages			72,300	36,200	36,100
105	51103	Fringe Benefits			19,500	9,700	9,800
					(91,800)	(45,900)	(45,900)
							-
							-
Total					-	-	-

[illegible]

## NEW ITEM Program Budget Change Request Form

### 2021 Operating Financial Plan

<b>RFT Parks Operations Labourer (X 2)</b>		Department	Engineering, Parks and Environment
Program #	5070/5074	Date	9/9/2020
Program Name	Park Operations/Streetscapes	Submitted By	Derek Priestley
Program Manager	Derek Priestley	<b>Director Approval</b> Approved By	Doug Pope / Karyn Magnusson

Reason for Budget Change: Place an "x" in box	Alignment with the Official Community Plan
<div style="display: flex; justify-content: space-between;"> <div style="width: 80%;"> New Staff  New Service  Greater Cost for Same Service </div> <div style="width: 15%; text-align: center;"> <input checked="" type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/> </div> </div>	OCP Goal 8.2 Employ a proactive approach to infrastructure maintenance and upgrades.

Full Cost	
List Wages, Benefits, Contracts, etc.; subtract and list savings or revenue if expected.	
Please note: 2021 Fringe Benefits rates are 27%	
	\$
2 x RFT Labourer 2 Positions (at 2019 rates)	119,000
Wages Overhead (55%)	65,500
<b>Total Position</b>	<b>184,500</b>
Auxiliary Wages - existing	(119,000)
Wages Overhead - existing	(65,500)
	-

Coding					Full Cost	2021 Pro-Rated Cost	2022 Incremental
Fund	Account #	Account Name	Op Unit #	Op Unit Name			
		Budgets are existing					-
							-
							-
							-
							-
<b>Total</b>					-	-	-

<b>Explanation/Justification</b> Through a review of the park operations and streetscapes maintenance budgets, it was concluded that there is existing budget and need to increase our permanent staff compliment by two labour positiona in order to continue maintaining our assets and delivering expected services. This will also reduce our reliance on auxiliary workers who have been used to complete the maintenance and capital needs as we got closer to achieving enough budget in order to request another RFT position, in perpetuity.
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## NEW ITEM Program Budget Change Request Form

### 2021 Operating Financial Plan

<b>RFT Senior HR Advisor</b>		Department	Human Resources
Program #	1510	Date	9/18/2020
Program Name	Human Resources	Submitted By	Corinne Nichols
Program Manager	Corinne Nichols	<b>Director Approval</b> Approved By	Barbara Pearce

Reason for Budget Change: Place an "x" in box	Alignment with Strategic Plan or OCP
<div> <div>New Staff</div> <div>X</div> </div> <div> <div>New Service</div> <div></div> </div> <div> <div>Greater Cost for Same Service</div> <div></div> </div>	<div>Aligned with Council Strategic Plan - City for People</div>

Full Cost	
List Wages, Benefits, Contracts, etc.; subtract and list savings or revenue if expected.	
Please note: 2021 Fringe Benefits rates are 27%	\$
RFT Senior HR Advisor	118,000
Fringe Benefits	32,000
	150,000

Coding					Full Cost	2021 Pro-Rated Cost	2022 Incremental
Fund	Account #	Account Name	Op Unit #	Op Unit Name			
101	51103	Fringe Benefits			32,000	26,700	5,300
101	51111	Wages			118,000	98,300	19,700
							-
							-
							-
Total					150,000	125,000	25,000

[illegible]

**NEW ITEM Program Budget Change Request Form**  
**2021 Operating Financial Plan**

<b>RFT Fire Inspector</b>		Department	Fire
Program #	4040	Date	9/15/2020
Program Name	Fire Prevention	Submitted By	Greg Schalk
Program Manager	Dave Owens	<b>Director Approval</b> Approved By	Greg Schalk

<b>Reason for Budget Change:</b> Place an "X" in box	<b>Alignment with the Official Community Plan</b>
New Staff <input checked="" type="checkbox"/> X New Service <input type="checkbox"/> Greater Cost for Same Service <input type="checkbox"/>	3.2: Safeguard the community and protect life, property and the environment.

<b>Full Cost</b>	
List Wages, Benefits, Contracts, etc.; subtract and list savings or revenue if expected.	
Please note: 2021 Fringe Benefits rates are 27%	
	\$
Fire Inspector - Wages - Annual Cost	84,600
Benefits - Calculated at 30%	25,400
<b>Total Position Annual Cost</b>	<b>110,000</b>
Increased Revenue generation due to position	(10,000)
Existing non-wage funds to be applied to position	(45,000)
Operating Project	(55,000)
	-

Coding					Full Cost	2021 Pro-Rated Cost	2022 Incremental
Fund	Account #	Account Name	Op Unit #	Op Unit Name			
101	51111	Wages - Start Date July 1			84,600	42,300	42,300
101	51103	Fringe Benefits - 30%			25,400	12,700	12,700
		Revenue			(10,000)	(10,000)	-
		Non-wage funds			(45,000)	(45,000)	-
		Operating Project			(55,000)		(55,000)
							-
<b>Total</b>					-	-	-

<b>Explanation/Justification</b> This request is funding and compliment for 1.0 Fire Prevention Inspectors to start in July. The position will be an FTE funded through the current operational budget. It is anticipated that with an extra FTE the fire prevention division will increase their revenue by \$10,000. The additional funding will be supported through operational, non-wage funds.
The work of the Fire Prevention Inspectors will entail conducting routine fire inspections, responding to complaints, conducting fire investigations, preparing and delivering public education, reviewing fire safety plans and construction fire safety plans, conducting planning and building permit reviews for new development, conducting new building occupancy inspections, conducting business licence inspections, enforcement of building and fire code requirements, implementation of community firesmart initiatives, and reviewing exposure protection reports for new construction.
The workload in the Fire Prevention Division has been increasing at a steady rate as a result of the significant amount of new development within the City of North Vancouver. Since 2012, the number of inspectable properties has increased by over 18% (an increase of 671 inspectable properties for a current total of 3655) with no change in staffing levels. As a result of both the increase in the number of new buildings and the complexity of the fire protection systems, the inspection frequency rate has increased from 12 to 18 months (current). One of the primary functions of our Fire Inspectors is to reduce the overall fire related risk in our properties through our regular inspection program.
Additionally, the important role of the Fire Prevention Division in both the planning and permit phases of the City's development process has increased significantly. This increased demand and attention has also contributed to the reduced resources for conducting routine inspections.

## NEW ITEM Program Budget Change Request Form

### 2021 Operating Financial Plan

<b>Career Development</b>		Department	Strategic & Corporate Services Human Resources
Program #	1564	Date	9/21/2020
Program Name	Career Development	Submitted By	Corinne Nichols
Program Manager	Corinne Nichols	<b>Director Approval</b> Approved By	Barbara Pearce

Reason for Budget Change: Place an "x" in box	Alignment with Strategic Plan or OCP
<div> <div>New Staff</div> <div></div> </div> <div> <div>New Service</div> <div></div> </div> <div> <div>Greater Cost for Same Service</div> <div></div> </div>	<div>Aligned with Council Strategic Plan - City for People</div>

[illegible]

Coding					Full Cost	2021 Pro-Rated Cost	2022 Incremental
Fund	Account #	Account Name	Op Unit #	Op Unit Name			
101	52002	Corporate Training			10,000	10,000	-
							-
							-
							-
							-
Total					10,000	10,000	-

[illegible]



# NEW ITEM Program Budget Change Request Form

## 2021 Operating Financial Plan

<b>Core Agencies (Social Programs)</b>		Department	Planning & Development
Program #	Various	Date	10/26/2020
Program Name	Core Funded Agencies	Submitted By	Heather Evans
Program Manager	Heather Evans	<b>Director Approval</b> Approved By	Michael Epp

Reason for Budget Change: Place an "x" in box	Alignment with Strategic Plan or OCP
<div style="display: flex; justify-content: space-between;"> <div style="width: 80%;"> New Staff <input type="checkbox"/>  New Service <input type="checkbox"/>  Greater Cost for Same Service <input checked="" type="checkbox"/> </div> <div style="width: 15%; text-align: center;"> <input type="checkbox"/>  <input type="checkbox"/>  <input checked="" type="checkbox"/> </div> </div>	OCP Goal 3.1 and Policy 3.1.7 "Assist organizations and individuals that provide community supports through reasonable allocation of City resources."

<b>Full Cost</b>	
List Wages, Benefits, Contracts, etc.; subtract and list savings or revenue if expected.	
Please note: 2021 Fringe Benefits rates are 27%	
\$	
2% Cost of Living increase	23,761
- applied to funding of all Core Agencies	
	<b>23,761</b>

Coding					Full Cost	2021 Pro-Rated Cost	2022 Incremental
Fund	Account #	Account Name	Op Unit #	Op Unit Name			
101	54001	Grant			23,761	23,761	-
							-
							-
							-
							-
							-
<b>Total</b>					<b>23,761</b>	<b>23,761</b>	<b>-</b>

Explanation/Justification
Established in 2019, a 2% cost of living increase was allowed across our nine Core Funded Agencies.
The program was continued for 2020.
Due to 2020 to 2021 uncertainties, the 2% was not automatically built into the 2021 budgets.
Six of the nine agencies have forwarded requests for a continuation of the 2% cost of living increase.
To support all Core Funded Agencies equitably, if a 2% increase is granted, it is requested that it be granted to all nine.
The difference between what has been requested and funding the whole group is \$2,281.
This request is submitted for consideration at the full value of 2% across the board.
Covid-19 context:
Expenses: cleaning and facilities costs, technology needs for virtual service, and meeting additional vulnerable clients' need
Revenue: challenged to meet funding and fundraising goals, and decreased program revenue

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## **NOTICE OF MOTION**

11. Adopt a Street, Path or Trail Program in the City of North Vancouver  
– File: 11-5380-08-0001/2021

Submitted by Councillor Bell

### **RECOMMENDATION:**

WHEREAS the City of North Vancouver has adopted a Strategic Plan with five priorities outlining how these can be achieved;

WHEREAS one of those five priorities is “A Vibrant City where dynamic public spaces and places provide opportunities for connection and enable residents to engage with their community and celebrate their culture and history”;

WHEREAS it is generally acknowledged that public health is enhanced by physical and social activities outdoors;

WHEREAS City streets, pathways and trails offer an opportunity for residents and businesses to connect and engage with their community and to contribute to a healthier and safer litter-free environment;

AND WHEREAS many other Lower Mainland communities have formal Volunteer Adopt-A-Street, Path or Trail Programs and have shown these programs to be supported by their community;

THEREFORE BE IT RESOLVED that staff be directed to consider the feasibility and costs of implementing a City of North Vancouver Volunteer Adopt-A-Street, Path or Trail Program for City residents and businesses and report back to Council.

*Background Information, January 26, 2021*



## **BACKGROUND INFORMATION – January 26, 2021**

City Council's Strategic Plan outlines a vision to make our City "The Healthiest Small City in the World". One of the Plan's Key Priorities is to ensure we have "A Vibrant City, where dynamic public spaces and places provide opportunities for connection and enable residents to engage with their community and celebrate their culture and history".

Our streets, pathways and trails play an important part in connecting our residents and businesses in our community. To support this, I believe Council should consider a volunteer program where interested residents and businesses can show their pride in our community by helping keep their neighbourhood streets, pathways and trails clean from litter.

Most of the other Lower Mainland municipalities have formal programs that invite residents and, in some cases, businesses and community groups, to Adopt-A-Street, Road, Path, Block or Trail. Typical program features include guidelines and training, including personal safety. Some municipalities also provide pickup bags and other items to assist participants. Annual appreciation and recognition is often provided to those volunteers.

I have reviewed similar programs in many other Lower Mainland municipalities and would recommend that City staff consider the feasibility and costs of such a program for the City of North Vancouver and prepare a report and recommendations for Council consideration. This type of program would be a complement to the litter pickup service already provided by our City employees.

The Coronavirus has seen many residents enjoy fair weather days walking our streets, pathways and trails. It has come to my attention that several City residents are already collecting street litter on their own initiative at this time. I am sure many more would be happy to help maintain the beauty of our community with a little encouragement and support from our City.