



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

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

CALL TO ORDER

APPROVAL OF AGENDA

1. Regular Council Meeting Agenda, June 14, 2021

ADOPTION OF MINUTES

2. Regular Council Meeting Minutes, June 7, 2021

PROCLAMATION

World Elder Abuse Prevention Day – June 15, 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. “Council Remuneration Bylaw, 2021, No. 8820”
(Council Remuneration Effective January 1, 2021)
- *4. “Heritage Revitalization Agreement Bylaw, 2021, No. 8831”
(A. Dean / Y. Perrault, 532 East 10th Street)
- *5. “Subdivision and Development Control Bylaw, 2010, No. 8014, Amendment
Bylaw, 2021, No. 8848” (Quick-Start Updates to Servicing Requirements for
Developments)

PRESENTATION

City Library 2020 Report to Our Community – Chief Librarian and Library Board
Chair

REPORTS

6. 2021 Funding Appropriations #2123 – #2126
7. Mahon Park Childcare and Outdoor Covered Space and Washroom – Funding Appropriation
8. Harry Jerome Community Recreation Centre – Funding Appropriation
9. Harry Jerome Community Recreation Centre – Next Steps and Interim Plan Funding
10. Zoning Bylaw Text Amendment for 925 and 935 St. Andrews Avenue and 288 East 9th Street (Darrell Mussatto / Charles Moorhead)

BYLAW – FIRST AND SECOND READINGS

11. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8841”
(Darrell Mussatto / Charles Moorhead, 925 and 935 St. Andrews Avenue and 288 East 9th Street, CD-424 Text Amendment)

COUNCIL INQUIRIES / REPORTS

NEW ITEMS OF BUSINESS

NOTICES OF MOTION

RECESS TO CLOSED SESSION

REPORT OF THE COMMITTEE OF THE WHOLE (CLOSED SESSION)

ADJOURN

CALL TO ORDER

APPROVAL OF AGENDA

1. Regular Council Meeting Agenda, June 14, 2021

ADOPTION OF MINUTES

2. Regular Council Meeting Minutes, June 7, 2021

PROCLAMATION

World Elder Abuse Prevention Day – June 15, 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. Persons can also pre-register by phoning 604-990-4230 and providing contact information. **All pre-registration must be submitted no later than 12:00 noon on the day of the meeting.**

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

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

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

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

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

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

CONSENT AGENDA

Items *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. “Council Remuneration Bylaw, 2021, No. 8820”
(Council Remuneration Effective January 1, 2021)

RECOMMENDATION:

THAT “Council Remuneration Bylaw, 2021, No. 8820” (Council Remuneration Effective January 1, 2021) be adopted, signed by the Mayor and Corporate Officer and affixed with the corporate seal.

- *4. “Heritage Revitalization Agreement Bylaw, 2021, No. 8831”
(A. Dean / Y. Perrault, 532 East 10th Street)

RECOMMENDATION:

THAT “Heritage Revitalization Agreement Bylaw, 2021, No. 8831” (A. Dean / Y. Perrault, 532 East 10th Street) be adopted, signed by the Mayor and Corporate Officer and affixed with the corporate seal.

- *5. “Subdivision and Development Control Bylaw, 2010, No. 8014, Amendment Bylaw, 2021, No. 8848” (Quick-Start Updates to Servicing Requirements for Developments)

RECOMMENDATION:

THAT “Subdivision and Development Control Bylaw, 2010, No. 8014, Amendment Bylaw, 2021, No. 8848” (Quick-Start Updates to Servicing Requirements for Developments) be adopted, signed by the Mayor and Corporate Officer and affixed with the corporate seal.

END OF CONSENT AGENDA

PRESENTATION

City Library 2020 Report to Our Community – Chief Librarian and Library Board Chair

Information Report, June 9, 2021 – “City Library 2020 Report to Our Community”

REPORTS

6. 2021 Funding Appropriations #2123 – #2126 – File: 05-1705-30-0019/2021

Report: Acting Director, Finance, June 2, 2021

RECOMMENDATION:

PURSUANT to the report of the Acting Director, Finance, dated June 2, 2021, entitled “2021 Funding Appropriations #2123 – #2126”:

THAT (Funding Appropriation #2123) an amount of \$570,000 be appropriated from the Capital General Reserve for the purpose of funding the 2021 Capital Plan;

THAT (Funding Appropriation #2124) an amount of \$908,443 be appropriated from the Tax Sale Land Interest Reserve for the purpose of funding the 2021 Capital Plan;

THAT (Funding Appropriation #2125) an amount of \$830,000 be appropriated from the Civic Amenity Reserve for the purpose of funding the 2021 Capital Plan;

THAT (Funding Appropriation #2126) an amount of \$146,757 be appropriated from the Infrastructure Reserve for the purpose of funding the 2021 Capital Plan;

AND THAT should any of the amounts remain unexpended as at December 31, 2024, the unexpended balances shall be returned to the credit of the respective fund.

REPORTS – Continued

7. Mahon Park Childcare and Outdoor Covered Space and Washroom – Funding Appropriation – File: 02-0800-30-0028/1

Report: Senior Project Manager, Strategic Initiatives, and Manager, Parks and Environment, May 26, 2021

RECOMMENDATION:

PURSUANT to the report of the Senior Project Manager, Strategic Initiatives, and Manager, Parks and Environment, dated May 26, 2021, entitled “Mahon Park Childcare and Outdoor Covered Space and Washroom – Funding Appropriation”:

THAT (Funding Appropriation #2121) an amount of \$3,439,284 be appropriated from the Civic Amenity Reserve Fund for the purpose of funding the Mahon Park Childcare project and the Mahon Park Washroom and Covered Open Space project;

THAT (Funding Appropriation #2122) an amount of \$910,000 be appropriated from General Capital Reserve for the purpose of funding the Mahon Park Outdoor Covered Space and Washroom project;

AND THAT should any of the amounts remain unexpended as at December 31, 2024, the unexpended balances shall be returned to the credit of the respective fund.

8. Harry Jerome Community Recreation Centre – Funding Appropriation – File: 02-0800-30-0028/1

Report: Senior Project Manager, Strategic Initiatives, May 25, 2021

RECOMMENDATION:

PURSUANT to the report of the Senior Project Manager, Strategic Initiatives, dated May 25, 2021, entitled “Harry Jerome Community Recreation Centre – Funding Appropriation”:

THAT (Funding Appropriation #2127) an amount of \$6,083,680 be appropriated from the Civic Amenity Reserve Fund for the purpose of funding Harry Jerome Community Recreation Centre project oversight, engagement of construction manager and construction of civil works;

AND THAT should any of the amount remain unexpended as at December 31, 2024, the unexpended balance shall be returned to the credit of the Civic Amenity Reserve Fund.

REPORTS – Continued

9. Harry Jerome Community Recreation Centre – Next Steps and Interim Plan Funding – File: 02-0800-30-0028/1

Report: Manager, Maintenance and Engineering Services, North Vancouver Recreation and Culture Commission, May 26, 2021

RECOMMENDATION:

PURSUANT to the report of the Manager, Maintenance and Engineering Services, North Vancouver Recreation and Culture Commission, dated May 26, 2021, entitled “Harry Jerome Community Recreation Centre – Next Steps and Interim Plan Funding”:

THAT the transfer of \$77,041 from “All – Maintenance Work Order System” (Project #40369), “NVRCC Emergency Capital Replacement” (Project #40103), “NVRCC Buildings 2018” (Project #40342), “NVRCC Memorial Recreation Centre” (Project #45282), “Harry Jerome Complex – Major Repair” (Project #45301), and “HJ Minor 4-year Pool Shutdown” (Project #45132) to “NVRCC – Harry Jerome Community Recreation Centre” (Project #45281) be approved.

10. Zoning Bylaw Text Amendment for 925 and 935 St. Andrews Avenue and 288 East 9th Street (Darrell Mussatto / Charles Moorhead) – File: 08-3400-20-0041/1

Report: Planner 1, June 2, 2021

RECOMMENDATION:

PURSUANT to the report of the Planner 1, dated June 2, 2021, entitled “Zoning Bylaw Text Amendment for 925 and 935 St. Andrews Avenue and 288 East 9th Street (Darrell Mussatto / Charles Moorhead)”:

THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8841” (Darrell Mussatto / Charles Moorhead, 925 and 935 St. Andrews Avenue and 288 East 9th Street, CD-424 Text Amendment) be considered and the Public Hearing be waived;

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

Item 11 refers.

BYLAW – FIRST AND SECOND READINGS

11. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8841”
(Darrell Mussatto / Charles Moorhead, 925 and 935 St. Andrews Avenue and
288 East 9th Street, CD-424 Text Amendment)

RECOMMENDATION:

THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8841”
(Darrell Mussatto / Charles Moorhead, 925 and 935 St. Andrews Avenue and
288 East 9th Street, CD-424 Text Amendment) be given first and second
readings.

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)(e) [land matter], 90(1)(k) [proposed
service] and 90(2)(b) [contract negotiations].

REPORT OF THE COMMITTEE OF THE WHOLE (CLOSED SESSION)

ADJOURN



**MINUTES OF THE REGULAR MEETING OF COUNCIL, HELD
ELECTRONICALLY FROM CITY HALL, 141 WEST 14TH STREET, NORTH
VANCOUVER, BC, ON **MONDAY, JUNE 7, 2021****

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
B. Pearce, Deputy CAO / Director, Strategic and Corporate Services
C. Baird, Deputy Corporate Officer
J. Peters, Assistant City Clerk
H. Granger, City Solicitor
H. Reinhold, Deputy Director, Strategic and Corporate Services
D. van Heerden, Manager, Financial Planning
M. Epp, Director, Planning and Development
Y. Zeng, Manager, Development Planning
D. Johnson, Development Planner
E. Macdonald, Planner
K. Magnusson, Acting Director, Engineering, Parks and Environment
M. Holm, Manager, Development Services
T. Ryce, Chief Building Official
R. Skene, Director, Community and Partner Engagement
L. Orr, Deputy Director, Community and Partner Engagement
G. Schalk, Public Safety Director and Fire Chief
D. Hutchison Koep, Chief Librarian, City Library
A. Rogers, Communications Coordinator, North Vancouver
Recreation Commission

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

MOMENT OF SILENCE – Honouring the 215 Children Who Died at the Kamloops Indian Residential School

Mayor Buchanan read a statement and declared 215 seconds of silence to honour the 215 children who died at the Kamloops Indian Residential School.

APPROVAL OF AGENDA

Moved by Councillor Bell, seconded by Councillor Back

1. THAT the Regular Agenda of June 7, 2021 be amended by adding the following items:
 - Item 17 – “Subdivision and Development Control Bylaw Amendments – Quick-Start Updates to Servicing Requirements for Developments”;
 - Item 18 – “Subdivision and Development Control Bylaw, 2010, No. 8014, Amendment Bylaw, 2021, No. 8848”;

AND THAT the Agenda, as amended, be approved.

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

Moved by Councillor Girard, seconded by Councillor Bell

2. Regular Council Meeting Minutes, May 17, 2021

CARRIED UNANIMOUSLY

NOTICE OF MOTION

3. Equity, Diversity, Inclusion and Reconciliation – File: 01-0620-03-0001/2021

Submitted by Mayor and Council

Moved by Councillor Girard, seconded by Councillor Hu

WHEREAS the City of North Vancouver Council identified Equity, Diversity, Inclusion and Reconciliation (EDIR) as essential components to the City's vision of being the *Healthiest Small City in the World*;

THEREFORE BE IT RESOLVED THAT staff be directed to build a framework on EDIR that identifies appropriate strategies, identifies skills and resources needed to undertake this work, identifies key partners and outlines a set of principles that guides this work;

THAT staff report back to Council on key resources to support this work, including the Truth and Reconciliation Commission (TRC) Report and the Coalition of Inclusive Communities;

THAT staff be directed to implement the priority action items as outlined in the *EDIR Report City Council Dialogue April 2021*;

THAT the City of North Vancouver reaffirm its commitment to the TRC Calls to Action;

THAT the Mayor, on behalf of Council, write the Federal Government to fully implement the TRC recommendations, including additional supports to address TRC Calls to Action 71-76 that relate to missing residential children and burial information;

THAT the Mayor, on behalf of Council and the CAO, write to the local Indigenous Nations (Squamish and Tsleil-Waututh) offering our support to them in general and, in particular, as it relates to St. Paul's Residential School;

AND THAT Council work with our local Indigenous Nations and School District No. 44 to build community awareness of indigenous history and culture.

CARRIED UNANIMOUSLY

PROCLAMATION

Mayor Buchanan declared the following proclamation:

Philippine Day – June 12, 2021

PUBLIC INPUT PERIOD

- Catalin and Mylene Comsia, 339 East 11th Street, North Vancouver, spoke regarding a lamp post in the middle of the sidewalk at 342 East 11th Street and requested the removal of the structure for safety reasons and consultation with the public regarding such structures.

CONSENT AGENDA

Moved by Councillor Bell, seconded by Councillor Back

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

CARRIED UNANIMOUSLY

START OF CONSENT AGENDA

BYLAW – ADOPTION

- *4. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8829” (City of North Vancouver, 2300 Lonsdale Avenue and 116 East 23rd Street, CD-165 Text Amendment)

Moved by Councillor Bell, seconded by Councillor Back

THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8829” (City of North Vancouver, 2300 Lonsdale Avenue and 116 East 23rd Street, CD-165 Text Amendment) be adopted, signed by the Mayor and Corporate Officer and affixed with the corporate seal.

(CARRIED UNANIMOUSLY)

CORRESPONDENCE

- *5. Board in Brief, Metro Vancouver Regional District, May 28, 2021
– File: 01-0400-60-0006/2020

Re: Metro Vancouver – Board in Brief

Moved by Councillor Bell, seconded by Councillor Back

THAT the correspondence from Metro Vancouver, dated May 28, 2021, regarding the “Metro Vancouver – Board in Brief”, be received and filed.

(CARRIED UNANIMOUSLY)

CONSENT AGENDA – Continued

REPORT

- *6. Appointment of Richard Walton as North Shore Designate to E-Comm Board of Directors – 2021-2022 Term and Proxyholder for E-Comm Special Meeting to be held June 24, 2021 – File: 01-0230-20-0016/2021

Report: Corporate Officer, June 1, 2021

Moved by Councillor Bell, seconded by Councillor Back

PURSUANT to the report of the Corporate Officer, dated June 1, 2021, entitled “Appointment of Richard Walton as North Shore Designate to E-Comm Board of Directors – 2021-2022 Term and Proxyholder for E-Comm Special Meeting to be held June 24, 2021”:

THAT Richard Walton be nominated as proxyholder for the purpose of voting on behalf of City of North Vancouver Council at the E-Comm Special Meeting scheduled for June 24, 2021;

AND THAT Richard Walton be nominated to serve as the North Shore designate to the E-Comm Board of Directors for the 2021-2022 term, such Board to be elected by the E-Comm shareholders at their Annual General Meeting in September 2021.

(CARRIED UNANIMOUSLY)

END OF CONSENT AGENDA

PUBLIC HEARING – 123-127 and 145 East 13th Street

Moved by Councillor Valente, seconded by Councillor Back

THAT the meeting recess to the Public Hearing regarding “Official Community Plan Bylaw, 2014, No. 8400, Amendment Bylaw, 2021, No. 8832” (Millennium Northmount Nominee Ltd., Inc. No. BC1120079, 123-127 and 145 East 13th Street, Permitted Height Change) and “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8833” (Millennium Northmount Nominee Ltd., Inc. No. BC1120079, 123-127 and 145 East 13th Street, CD-004 Text Amendment).

CARRIED UNANIMOUSLY

The meeting recessed to the Public Hearing at 6:15 pm and reconvened at 6:50 pm.

BYLAWS – THIRD READING

7. “Official Community Plan Bylaw, 2014, No. 8400, Amendment Bylaw, 2021, No. 8832” (Millennium Northmount Nominee Ltd., Inc. No. BC1120079, 123-127 and 145 East 13th Street, Permitted Height Change)

Moved by Councillor Back, seconded by Councillor Valente

THAT “Official Community Plan Bylaw, 2014, No. 8400, Amendment Bylaw, 2021, No. 8832” (Millennium Northmount Nominee Ltd., Inc. No. BC1120079, 123-127 and 145 East 13th Street, Permitted Height Change) be given third reading.

CARRIED UNANIMOUSLY

8. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8833” (Millennium Northmount Nominee Ltd., Inc. No. BC1120079, 123-127 and 145 East 13th Street, CD-004 Text Amendment)

Moved by Councillor Back, seconded by Councillor Valente

THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8833” (Millennium Northmount Nominee Ltd., Inc. No. BC1120079, 123-127 and 145 East 13th Street, CD-004 Text Amendment) be given third reading.

CARRIED UNANIMOUSLY

9. “Heritage Revitalization Agreement Bylaw, 2021, No. 8831” (A. Dean / Y. Perrault, 532 East 10th Street)

Moved by Councillor Valente, seconded by Councillor Bell

THAT “Heritage Revitalization Agreement Bylaw, 2021, No. 8831” (A. Dean / Y. Perrault, 532 East 10th Street) be given third reading.

CARRIED UNANIMOUSLY

REPORT

10. Rezoning Application: 2612 Lonsdale Avenue (Nor-Van Vliet Properties Ltd. / Ekistics Architecture) – File: 08-3360-20-0426/1

Report: Development Planner, May 26, 2021

Moved by Councillor Valente, seconded by Councillor McIlroy

PURSUANT to the report of the Development Planner, dated May 26, 2021, entitled “Rezoning Application: 2612 Lonsdale Avenue (Nor-Van Vliet Properties Ltd. / Ekistics Architecture)”:

THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8696” (Nor-Van Vliet Properties Ltd. / Ekistics Architecture, 2612 Lonsdale Avenue, CD-717) be considered and referred to a Public Hearing

Continued...

REPORT – Continued

10. Rezoning Application: 2612 Lonsdale Avenue (Nor-Van Vliet Properties Ltd. / Ekistics Architecture) – File: 08-3360-20-0426/1 – Continued

THAT “Housing Agreement Bylaw, 2021, No. 8697” (Nor-Van Vliet Properties Ltd. / Ekistics Architecture, 2612 Lonsdale Avenue, CD-717, Rental Housing Commitments) be considered and referred to a Public Hearing;

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

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

CARRIED UNANIMOUSLY

BYLAWS – FIRST AND SECOND READINGS

11. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8696” (Nor-Van Vliet Properties Ltd. / Ekistics Architecture, 2612 Lonsdale Avenue, CD-717)

Moved by Councillor Valente, seconded by Councillor McIlroy

THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8696” (Nor-Van Vliet Properties Ltd. / Ekistics Architecture, 2612 Lonsdale Avenue, CD-717) be given first and second readings.

CARRIED UNANIMOUSLY

12. “Housing Agreement Bylaw, 2021, No. 8697” (Nor-Van Vliet Properties Ltd. / Ekistics Architecture, 2612 Lonsdale Avenue, CD-717, Rental Housing Commitments)

Moved by Councillor Valente, seconded by Councillor McIlroy

THAT “Housing Agreement Bylaw, 2021, No. 8697” (Nor-Van Vliet Properties Ltd. / Ekistics Architecture, 2612 Lonsdale Avenue, CD-717, Rental Housing Commitments) be given first and second readings.

CARRIED UNANIMOUSLY

REPORTS

13. COVID-19 Safe Restart Grant Allocation Phase 2 – File: 14-7130-20-0015/1

Report: Deputy CAO / Director, Strategic and Corporate Services, May 28, 2021

Moved by Councillor Valente, seconded by Councillor McIlroy

PURSUANT to the report of the Deputy CAO / Director, Strategic and Corporate Services, dated May 28, 2021, entitled “COVID-19 Safe Restart Grant Allocation Phase 2”:

THAT the update on projects approved through the COVID-19 Safe Restart Allocations approved in Phase 1 be received;

Continued...

REPORTS – Continued

13. COVID-19 Safe Restart Grant Allocation Phase 2 – File: 14-7130-20-0015/1 – Continued

THAT the allocation of \$2,304,783 in funding for Phase 2 projects be approved.

Moved by Mayor Buchanan, seconded by Councillor Bell

THAT the motion be amended to add the following after the final clause:

“AND THAT \$50,000 be allocated for the ‘Hey Neighbour Collective’, and \$50,000 be allocated for a dog strategy, for Phase 2 projects.”

Amendment motion, **CARRIED UNANIMOUSLY**

Main motion, **CARRIED UNANIMOUSLY**

14. Council Remuneration Bylaw, 2021, No. 8820 (Council Remuneration Effective January 1, 2021) – File: 01-0530-04-0001/2021

Report: Corporate Officer, May 26, 2021

Moved by Councillor Bell, seconded by Councillor Girard

PURSUANT to the report of the Corporate Officer, dated May 26, 2021, entitled “Council Remuneration Bylaw, 2021, No. 8820 (Council Remuneration Effective January 1, 2021)”:

THAT “Council Remuneration Bylaw, 2021, No. 8820” (Council Remuneration Effective January 1, 2021) be considered.

CARRIED UNANIMOUSLY

BYLAW – FIRST, SECOND AND THIRD READINGS

15. “Council Remuneration Bylaw, 2021, No. 8820” (Council Remuneration Effective January 1, 2021)

Moved by Councillor Bell, seconded by Councillor Girard

THAT “Council Remuneration Bylaw, 2021, No. 8820” (Council Remuneration Effective January 1, 2021) be given first and second readings.

CARRIED UNANIMOUSLY

Moved by Councillor Bell, seconded by Councillor Girard

THAT “Council Remuneration Bylaw, 2021, No. 8820” (Council Remuneration Effective January 1, 2021) be given third reading.

CARRIED UNANIMOUSLY

NOTICE OF MOTION

16. Safe Passing Distance for All Road Users – File: 11-5460-06-0001/2021

Submitted by Councillor Valente

Moved by Councillor Valente, seconded by Councillor Bell

WHEREAS the Province of British Columbia prioritizes safety measures for vulnerable road users, including pedestrians and cyclists, and the *Motor Vehicle Act* of British Columbia mandates that cyclists must ride on the right hand side of the road, and not on sidewalks, unless expressly permitted by local bylaw;

WHEREAS faster motor vehicles sharing roads with inherently slower cyclists and other vulnerable road users often results in close passes, accounting for almost one-third of the threatening encounters experienced by people on bicycles and almost 50% of incidents in rural areas;

WHEREAS relatively few roads in BC have bike lanes or shoulders, and many do not have sidewalks, directing cyclists and pedestrians to share the road with high speed motor vehicle traffic, which poses a potentially fatal risk and a resulting disincentive for active transportation;

WHEREAS jurisdictions across North America, including the provinces of Quebec, Ontario, Nova Scotia, New Brunswick and Newfoundland and Labrador, have all enacted “safe passing distance” legislation designed to protect vulnerable road users by educating and requiring motor vehicle operators to maintain a minimum safe distance when passing more vulnerable road users;

WHEREAS establishing a clear and reasonable distance for safe passing has created a better understanding and expectation around safely sharing roads, in particular in areas that do not have dedicated or separated cycling infrastructure;

THEREFORE BE IT RESOLVED THAT a copy of this resolution be forwarded to the Union of British Columbia Municipalities (UBCM), with copy to UBCM member municipalities, to request the Province of British Columbia to amend the *Motor Vehicle Act* to better support safe, active transportation, by requiring motorists to maintain a distance from cyclists and pedestrians of 1-1.5 metres, based on road facility and posted speed limits, clarifying the obligation of all motorists to establish a reasonable distance when passing a cyclist or pedestrian, and providing guidance on an appropriate minimum distance when doing so.

CARRIED UNANIMOUSLY

REPORT

17. Subdivision and Development Control Bylaw Amendments – Quick-Start Updates to Servicing Requirements for Developments – File: 11-5210-01-0001/2021

Moved by Councillor Bell, seconded by Mayor Buchanan

PURSUANT to the report of the Manager, Development Services, dated June 2, 2021, entitled “Subdivision and Development Control Bylaw Amendments – Quick-Start Updates to Servicing Requirements for Developments”:

THAT “Subdivision and Development Control Bylaw, 2010, No. 8014, Amendment Bylaw, 2021, No. 8848” be considered.

CARRIED UNANIMOUSLY

BYLAW – FIRST, SECOND AND THIRD READINGS

18. “Subdivision and Development Control Bylaw, 2010, No. 8014, Amendment Bylaw, 2021, No. 8848”

Moved by Councillor Bell, seconded by Mayor Buchanan

THAT “Subdivision and Development Control Bylaw, 2010, No. 8014, Amendment Bylaw, 2021, No. 8848” be given first and second readings.

CARRIED UNANIMOUSLY

Moved by Councillor Bell, seconded by Mayor Buchanan

THAT “Subdivision and Development Control Bylaw, 2010, No. 8014, Amendment Bylaw, 2021, No. 8848” be given third reading.

CARRIED UNANIMOUSLY

COUNCIL INQUIRIES / REPORTS

Nil.

NEW ITEMS OF BUSINESS

Nil.

NOTICES OF MOTION

Nil.

RECESS TO CLOSED SESSION

Moved by Councillor Valente, seconded by Councillor Back

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

CARRIED UNANIMOUSLY

ADJOURN IN CLOSED SESSION

The meeting recessed at 7:48 pm and did not reconvene. A motion to adjourn was approved in the Committee of the Whole (Closed Session) at 8:07 pm.

“Certified Correct by the Corporate Officer”

CORPORATE OFFICER



Office of the Mayor

CITY OF NORTH VANCOUVER
BRITISH COLUMBIA

Proclamation

WORLD ELDER ABUSE PREVENTION DAY

Whereas

seniors are valued members of society and it is our collective responsibility to ensure they are able to live safely in a community that cares about them;

Whereas

elder abuse can be physical, emotional, and financial, and is not limited by race, gender, culture or circumstance;

And Whereas

enabling good mental and physical health and combating abuse of older adults by enabling them to live independent and active lives as leaders, mentors, and volunteers will improve the quality of life for everyone in our community;

Now Therefore

I, Linda Buchanan, Mayor of the City of North Vancouver, do hereby proclaim **June 15, 2021** as **World Elder Abuse Prevention Day** in the City of North Vancouver, the traditional territories of the Squamish and Tsleil-Waututh Nations.

So proclaimed on Monday, June 14, 2021

Mayor Linda Buchanan

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THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 8820

A Bylaw to provide for the payment of annual remuneration and acting pay to the Mayor and Council of The Corporation of the City of North Vancouver effective January 1, 2021

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 “**Council Remuneration Bylaw, 2021, No. 8820**” (**Council Remuneration Effective January 1, 2021**).
2. The purpose of this bylaw is to set the 2021 annual remuneration for the Mayor, Councillors and Acting Mayor. Until the IAFF Local 296 has negotiated a new collective agreement, and the collective agreement is ratified by the parties, the annual remuneration for the Mayor, Council and Acting Mayor, to be paid out of the annual revenue of the City, shall be increased by:

- 1/3 of the 2019 and 2020 Consumer Price Index (CPI)
 - 2019 2.20%, 1/3 = .733%
 - 2020 1.00%, 1/3 = .333%

and by:

- 1/3 of the 2020 and 2021 amounts granted to CUPE Local 389
 - 2020 2.00%, 1/3 = .667%
 - 2021 2.00%, 1/3 = .667%

(Factors are rounded;

Increases based on .733% and .667%, to be applied retroactively to 2020)

3. Effective January 1, 2021, the annual remuneration for the Mayor and Council shall be:

Mayor	\$130,179.00
Councillor	\$ 43,479.00

to be paid in 26 bi-weekly instalments.

4. In consideration of the roles and responsibilities carried out by the Acting Mayor over a 2-month period, monthly compensation of \$1,583.00 for Councillors performing the role of Acting Mayor will be paid effective January 1, 2021.

Each Councillor will receive acting pay for a 2-month period, to be paid in 26 bi-weekly instalments.

The schedule for Acting Mayor is as follows:

Councillor Bell	November – December
Councillor Back	January – February
Councillor Valente	March – April
Councillor Girard	May – June
Councillor Hu	July – August
Councillor McIlroy	September – October

5. Council remuneration will be adjusted annually based on a calculation of 1/3 of the negotiated increase with CUPE Local 389, 1/3 of the negotiated increase with IAFF Local 296 and 1/3 of the preceding year's Consumer Price Index (CPI) increase. Where the negotiated increases with CUPE Local 389 and IAFF Local 296 are delayed, the related increase to Council remuneration will be adjusted once the negotiated increases have been ratified by all parties.
6. "Council Indemnity Bylaw, 2019, No. 8694" (Council Indemnity Effective January 1, 2019), and all amendments thereto, is hereby repealed.

READ a first time on the 7th day of June, 2021.

READ a second time on the 7th day of June, 2021.

READ a third time on the 7th day of June, 2021.

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

MAYOR

CORPORATE OFFICER

THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 8831

A Bylaw to enter into a Heritage Revitalization Agreement

WHEREAS Council may, by bylaw, pursuant to the *Local Government Act* as amended from time to time, enter into a heritage revitalization agreement with the owner of heritage property;

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 “**Heritage Revitalization Agreement Bylaw, 2021, No. 8831**” (A. Dean / Y. Perrault, 532 East 10th Street).

- A. Council considers that certain lands and premises, thereon, commonly known as the “James Residence”, described as:

Street Address: 532 East 10th Street

Common Name / Description: James Residence

Legal Description: PID: 006-632-688
LOT 14, BLOCK 91, DL 550, PLAN 1647

(the “Lands”)

has significant heritage value and should be conserved.

- B. The owner of the Lands and The Corporation of the City of North Vancouver have agreed on the nature, character and extent of the heritage value and heritage character of the Lands and on the nature, extent and form of conservation necessary to protect the heritage value and heritage character of the Lands.
2. The Corporation of the City of North Vancouver is hereby authorized to enter into a “Heritage Revitalization Agreement”, attached to this Bylaw, in respect of the Lands.

READ a first time on the 10th day of May, 2021.

READ a second time on the 10th day of May, 2021.

READ a third time on the 7th day of June, 2021.

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

MAYOR

CORPORATE OFFICER



1. Application

The Corporation of the City of North Vancouver
141 West 14th Street
North Vancouver BC V7M 1H9

2. Description of Land

PID/Plan Number	Legal Description
006-632-688	LOT 14 BLOCK 91 DISTRICT LOT 550 PLAN 1647

3. Nature of Interest

Type	Number	Additional Information
COVENANT		Article 2, pages 5-7

4. Terms

Part 2 of this instrument consists of:

(b) Express Charge Terms Annexed as Part 2

5. Transferor(s)

ANTHONY JAMES DEAN**YVONNE MARIE PERRAULT**

6. Transferee(s)

THE CORPORATION OF THE CITY OF NORTH VANCOUVER
141 WEST 14TH STREET
NORTH VANCOUVER BC V7M 1H9

7. Additional or Modified Terms

8. Execution(s)

This instrument creates, assigns, modifies, enlarges, discharges or governs the priority of the interest(s) described in Item 3 and the Transferor(s) and every other signatory agree to be bound by this instrument, and acknowledge(s) receipt of a true copy of the filed standard charge terms, if any.

Witnessing Officer Signature

Execution Date

Transferor Signature(s)

Roxana Roohani
Notary Public
#115 - 1433 Lonsdale Ave
North Vancouver, BC V7M 2H9
E-mail: roxana@roohani-notary.com

YYYY-MM-DD

2021-04-28

ANTHONY JAMES DEAN

as to both Signatures




YVONNE MARIE PERRAULT

Officer Certification

Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the *Evidence Act*, R.S.B.C. 1996, c.124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the *Land Title Act* as they pertain to the execution of this instrument.

Witnessing Officer Signature

Execution Date

Transferor Signature(s)

YYYY-MM-DD

**THE CORPORATION OF THE CITY OF
NORTH VANCOUVER**
By their Authorized Signatory

Print name:

Print name:

Officer Certification

Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the *Evidence Act*, R.S.B.C. 1996, c.124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the *Land Title Act* as they pertain to the execution of this instrument.

Electronic Signature

Your electronic signature is a representation that you are a designate authorized to certify this document under section 168.4 of the *Land Title Act*, RSBC 1996 c.250, that you certify this document under section 168.41(4) of the act, and that an execution copy, or a true copy of that execution copy, is in your possession.

TERMS OF INSTRUMENT – PART 2

HERITAGE REVITALIZATION AGREEMENT AND SECTION 219 COVENANT 532 EAST 10th STREET – JAMES RESIDENCE

BETWEEN:

THE CORPORATION OF THE CITY OF NORTH VANCOUVER, a municipal corporation, having its municipal offices and postal address at 141 West 14th Street, North Vancouver, British Columbia, V7M 1H9

(the “**City**”)

AND:

ANTHONY JAMES DEAN AND YVONNE MARIE PERRAULT, having a civic address of 532 East 10th Street, North Vancouver, V7L 2E6

(the “**Owner**”)

WHEREAS:

- A. The Owner is the legal and beneficial owner of the parcel of land currently zoned as RS-1 (One-Unit Residential 1), having a civic address of 532 East 10th Street, North Vancouver, British Columbia legally described as:

PID: 006-632-688
LOT 14, BLOCK 91, DL 550, PLAN 1647

(the “**Lands**”); and

- B. There is a building situated on the Lands, known as the “**JAMES RESIDENCE**” (sometimes referred to as the “Copper Cottage”) which is considered to have heritage value and character (the “**Heritage Building**”) and is listed in the City of North Vancouver’s Heritage Register.
- C. The Owner wishes to develop the Lands by providing continuing protection for the rehabilitated Heritage Building, as moved to the Lands from 336 East 9th Street under a Temporary Use Permit in 2020, and to regularize the 1,300 square feet existing principal dwelling built in approximately 1916, as an accessory coach house.
- D. In order to provide continuing protection to the Heritage Building and allow for the development on the Lands, the Owner and the City have agreed to enter into this heritage revitalization agreement and Section 219 Covenant to provide for the long-term maintenance and preservation of the Heritage Building and to vary certain provisions of the City’s bylaws in connection with the Lands pursuant to section 610 of the *Local Government Act*.

THEREFORE, pursuant to Section 610 of the *Local Government Act*, and in consideration of the payment ten dollars (\$10.00) by the City to the Owner, the mutual obligations and benefits given herein and other good and valuable consideration, the receipt and adequacy of which is hereby acknowledged, the parties agree as follows:

ARTICLE 1 DEFINITIONS

1.1 **Definitions.** In this agreement, unless explicitly used differently elsewhere herein, the terms defined in this section have the meanings given to them here:

- (a) **“Accessory Coach House Building”** means the 125.4 square metres (1,350 square feet) existing principal dwelling, built on the Lands adjacent to the lane in approximately 1916, regularized through this Agreement as an Accessory Coach House Use as part of the Development;
- (b) **“City”** means The Corporation of the City of North Vancouver continued under the *Community Charter* and **“City of North Vancouver”** means its geographic location and area;
- (c) **“Conservation Plan”** means the plan of restoration, rehabilitation, alteration, conservation and maintenance of the Heritage Building prepared by Heritage Consultant Elana Zysblat dated July 2020, attached as Schedule A to this Agreement, together with such modifications and additional plans as may be approved by the Director of Planning and Development from time to time at his sole discretion;
- (d) **“Conservation Work”** means the conservation, repair and maintenance of the Heritage Building in accordance with the Conservation Plan to conserve the structure, support and heritage characteristics and features of the Heritage Building so as to extend its life and use as such;
- (e) **“Development”** means the proposed development on the Lands described above in the introductory paragraphs hereto;
- (f) **“Director of Planning and Development”** means the chief administrator of the Department of Planning and Development of the City, from time to time; and
- (g) **“Heritage Alteration Permit”** means a permit to alter or change features of heritage buildings issued by the City pursuant to section 617 of the *Local Government Act*;
- (h) **“Heritage Building”** has the meaning given above in the introductory paragraphs herein;
- (i) **“Heritage Consultant”** means an independent, heritage building rehabilitation and conservation expert, knowledgeable and experienced in and duly qualified for planning and supervising rehabilitation and conservation work for heritage buildings;
- (j) **“Local Government Act”** means the Local Government Act, R.S.B.C 2015, c.1, as may be amended or superseded;
- (k) **“Permits”** means any building permit(s), development permit(s) and Heritage Alteration Permits issued by the City in respect of the Development, as such permit(s) may be modified or amended from time to time, including, without

limitation, all final reports, plans, drawings and specifications relating thereto and any amendments thereof;

- (l) **"Lands"** has the meaning given above in the introductory paragraphs hereto and includes any other parcels of land into which the Lands may at any time in any way be consolidated or subdivided;
- (m) **"Land Title Act"** means the *Land Title Act*, R.S.B.C. 1996, c.250;
- (n) **"Owner"** means the registered owner or owners of the Lands and the successors and assigns thereof and, without limitation, if the Lands are subdivided by way of a strata plan under the *Strata Property Act* of British Columbia, then "Owner" includes the strata corporation thereby created;
- (o) **"Rehabilitation Work"** has the meaning given in Section 2.1(c)(ii);
- (p) **"rehabilitate"** and **"rehabilitation"** mean the planning and carrying out of restoration, rehabilitation, and construction work to restore, upgrade, improve and conserve the structure, support and heritage characteristics and features of a heritage building or real property heritage feature so as to revitalize it;
- (q) **"Strata Property Act"** means the *Strata Property Act*, S.B.C. 1998, c.43;
- (r) **"Zoning Bylaw"** means the City's "Zoning Bylaw, 1995 No. 6700" and any amendments thereto and replacements thereof.

ARTICLE 2

SECTION 219 COVENANT

REHABILITATION AND CONSERVATION OF HERITAGE BUILDING

- 2.1 Pursuant to Section 219 of the *Land Title Act*, the Owner covenants and agrees, as a covenant and agreement running with, charging and binding the Lands, that:
- (a) the Owner will not use the Lands and Heritage Building except in accordance with this Agreement;
 - (b) the Owner will not demolish the Heritage Building, in whole or in part, nor alter or change in any manner, any exterior feature of the Heritage Building unless the Owner first obtains a Heritage Alteration Permit from the City;
 - (c) the Owner, at the Owner's expense, and to the satisfaction of the Director of Planning and Development:
 - (i) apply for and obtain from the City all necessary Permits prior to commencing any part of the Development including any construction or alteration to the Heritage Building;
 - (ii) within twenty-four (24) months after the date upon which the Permits are issued authorizing the Development on the Lands, plus any additional time by which the date of expiry of the Permit may be extended under the provisions of the Zoning Bylaw or other bylaws of the City, shall complete any remaining rehabilitation of the heritage elements of the Heritage

Building and shall do so in accordance with this Agreement, the Permits and the Conservation Plan (the “**Rehabilitation Work**”);

- (iii) shall ensure that a Heritage Consultant supervises the carrying out of any substantial Rehabilitation Work;
 - (iv) shall ensure that, at all times during the carrying out of the Rehabilitation Work, the Heritage Building is secure from vandalism and occupation by squatters; and
 - (v) at the request of the City, on completion of the Rehabilitation Work as required by this agreement, shall cause a Heritage Consultant to submit to the Director of Planning and Development, a signed statement stating explicitly that the Rehabilitation Work has been completed in accordance with the Conservation Plan;
- (d) The Owner acknowledges and agrees that the Rehabilitation Work carried out in accordance with the Conservation Plan describes a minimum enhancement to the heritage appearance of the Heritage Building. Other technical upgrades may be required in accordance with applicable City’s bylaws or Provincial building codes.
- (e) after completion of the Rehabilitation Work in accordance herewith, and for the life of the Heritage Building, the Owner will, at the Owner’s expense, carry out the Conservation Work necessary to conserve the Heritage Building as rehabilitated, keep it in good condition in all respects at all times and maintain the Heritage Building in accordance with the Standards and Guidelines for the Conservation of Historic Places in Canada and in accordance with the City’s Heritage Conservation Procedures Bylaw, 2013, No. 8292, as amended from time to time;
- (f) at all times after and while this agreement is registered on title to the Lands, the Owner, at the Owner’s expense, shall keep the Heritage Building insured to full replacement value against all perils, including, without limitation, damage or destruction by earthquake;
- (g) except for maintenance and repair work, the Owner will not and will not suffer or permit anyone else to do anything at any time to renovate, alter, modify or reconfigure or that will result in any alteration, modification or reconfiguration of the Heritage Building in any way except as may be permitted or required by this agreement, the Conservation Plan and/or any development and/or Heritage Alteration Permits issued by the City;
- (h) if at any time, in default under this agreement, the Owner, in the City’s opinion, fails to perform its obligations as required hereby to rehabilitate and conserve the Heritage Building and fails to rectify any such default within thirty (30) days, or within such other longer time as the City may explicitly permit, after notice from the City to so rectify such default, the City, on the Owner’s behalf and at the Owner’s expense, may, but will be under not be obligated to, enter onto the Lands or into the Heritage Building to rectify the Owner’s default; and
- (i) the Owner acknowledges and agrees that, notwithstanding that this agreement and this Agreement may result in restrictions with respect to the future use and

development and therefore may affect the value of the Lands, the Owner has received full and fair compensation therefor and the Owner hereby waives and renounces any and all claims for any further or other compensation by reason of this agreement and acknowledges and agrees that the requirements of Section 613(1) of the *Local Government Act* have been fully satisfied, and the Owner hereby releases the City and its officials, officers, employees and agents from any liability for any loss, injury, damage or expense of any kind the Owner may suffer, incur or experience and the Owner will indemnify the City for any loss, injury, damage or expense the City may incur, suffer or experience and for any complaint, demand, claim, action, suit or judgment for any loss, injury, damage or expense anyone else may suffer, incur or experience arising out of or in any way connected with this Agreement. The release and promise of indemnification contained in this paragraph will survive discharge and termination of this Agreement.

ARTICLE 3 DEBTS OWED TO CITY

- 3.1 If the City, pursuant to this agreement, enters upon the Lands or any of them to perform any of the Owner's obligations hereunder to carry out the Rehabilitation Work or Conservation Work or to conserve, repair or maintain the Heritage Building:
- (a) there will be no express or implied warranties as to the quality of any work the City may so carry out or the suitability of the materials for the purposes for which they are put; and
 - (b) the Owner will pay to the City, forthwith on demand, to the extent the City has not taken payment for such costs from any letters of credit provided to the City hereunder, as reimbursement for expenses incurred, the full amount of all costs the City incurs to carry out work to rehabilitate, conserve, or repair the Heritage Building, plus twenty percent (20%) of such costs as fair compensation for the City's overhead, and any such amounts the Owner does not pay or fails to pay to the City forthwith on demand will bear interest, until paid in full, at the prime lending rate at the Bank of Montreal's main branch in the City of North Vancouver, plus three percent (3%), calculated monthly and not in advance.

ARTICLE 4 BYLAW VARIATIONS

- 4.1 Pursuant to the provisions of Section 610(2)(b) of the *Local Government Act*, the following variances to the Zoning Bylaw No. 6700 are granted through this Agreement to enable the proposed Development on the Lands:
- (a) Section 509(2)(c)(ii) is hereby varied to state of the total allowed in Section 509(2), the maximum Gross Floor Area (One-Unit and Two-Unit Residential) for Accessory Coach House Use shall not exceed 125.4 square metres (1,350 square feet); and
 - (b) Section 509(6) is hereby varied to waive the requirement that the Accessory Coach House Building situated on the Lands comply with the applicable Accessory Coach House Development Permit Guidelines; and

- (c) Division V11:C.2.1 Exemptions is hereby varied so that in addition to minor exterior renovations, other interior and exterior renovations to the existing Accessory Coach House Building situated on the Lands which do not significantly alter the footprint or character of the building may also be exempted from Development Permit requirements at the discretion of the Director of Planning and Development.

ARTICLE 5 SUBDIVISION

5.1 **Subdivision.** If the Lands are subdivided at any time hereafter either under the provisions of the *Land Title Act* or under the *Strata Property Act* or under other similar legislation enacted from time to time then upon the deposit of a plan of subdivision, strata plan, or similar plan as the case may be:

- (a) subject to Section 7.2 herein, the rights and benefits of this agreement herein granted will be annexed to and run with each of the new parcels, lots, or other subdivided parcels and areas so created; and
- (b) subject to Section 7.3 herein, the burdens, obligations and covenants contained in this Agreement will continue to charge each of the new parcels, lots, or other subdivided parcels and areas so created.

5.2 **Subdivision by Strata Plan.** If the Lands, or any portion thereof, are subdivided by a strata plan, this Agreement will charge title to the strata lots and the common property comprising such strata plan and:

- (a) the Section 219 Covenant and obligations therein will be registered against each individual strata lot and noted on the common property sheet;
- (b) the strata corporation or the strata corporations created will perform and observe the Owner's covenants in this agreement, solely at the expense of the strata lot owners; and
- (c) the liability of each strata lot owner for the performance and observance of the Owner's covenants herein will be in proportion to the unit entitlement of his, her or its strata lot as established by the strata plan,

provided that, if the Lands are first subdivided by air space plan and then one or more of these parcels are further subdivided by strata plan, the easements and covenants registered concurrently with the air space plan may designate the air space parcel or the remainder, and therefore the strata corporation, responsible to perform and observe the Owner's covenants in this agreement.

ARTICLE 6 GENERAL

6.1 **Heritage Alteration Permits.** The Owner acknowledges that the issuance of a Heritage Alteration Permit is at the sole discretion of the City and the City is at no time under any obligation to issue a Heritage Alteration Permit to the Owner.

- 6.2 **Adoption of Bylaw.** This Agreement, following execution by the parties, shall become effective only upon the adoption by City Council of the Bylaw authorizing this agreement.
- 6.3 **Amendment.** As required by the *Local Government Act*, this Agreement may only be amended with the consent of both the Owner and the City and by adoption by City Council of an amending bylaw which amends the Bylaw authorizing this Agreement.
- 6.4 **Joint and Several Liability.** If the Owner is more than one party, such parties shall be jointly and severally liable to the City for the performance and observance of the Owner's obligations in this agreement.
- 6.5 **Priority of Registration.** The Owner, at his, her or its expense, after execution of this agreement, shall do or cause to be done all things and acts necessary to ensure that this agreement is registered against title to the Lands with priority over all other encumbrances on title to the Lands as the City may require.
- 6.6 **Perfection of Intention.** The parties hereto will do such things and execute such further and other documents and instruments and do such further and other acts as may be reasonably necessary to implement and carry out the provisions and intent of this agreement and to ensure timely and effective registration in the Land Title Office.
- 6.7 **Waiver.** No failure on the part of the City to exercise and no delay in exercising any right under this agreement will operate as a waiver thereof nor will any single or partial exercise by the City of any right under this agreement preclude any other or future exercise thereof or the exercise of any other right. The remedies herein provided will be cumulative and not exclusive of any other remedies provided by law and all remedies stipulated for the City herein will be deemed to be in addition to and not, except as herein expressly stated, restrictive of the remedies of the City at law or in equity.
- 6.8 **Time of Essence.** Time will be of the essence in respect of this agreement.
- 6.9 **Enurement.** This agreement shall enure to the benefit of and be binding upon the Owner and its successors and trustees, and this agreement shall charge and run with the Lands and with any parcel, lot or part into which the Lands may be subdivided or consolidated and shall enure to the benefit of and be binding upon the Owner's successors in title and trustees and successors and all parties claiming through such owners.
- 6.10 **City's Other Rights and Obligations.** Nothing contained or implied herein will derogate from the obligations of the Owner under any other agreement with the City or, if the City so elects, prejudice or affect the City's rights, powers, duties or obligations in the exercise of its functions pursuant to the *Community Charter*, and the *Local Government Act*, or any other Act of the legislature of British Columbia, as amended from time to time.
- 6.11 **Notices.** All notices, demands, or requests of any kind, which a party may be required or permitted to serve on another in connection with this Agreement, must be in writing and may be served on the other party by registered mail or by personal service, to the address set out on the first page of this Agreement and service of any such notice,

demand, or request will be deemed complete, if made by registered mail 72 hours after the date and hour of mailing, except where there is a postal service disruption during such period, in which case service will be deemed to be complete only upon actual delivery of the notice, demand or request, and if made by personal service, upon personal service being effected. Any party, from time to time, by notice in writing served upon the other party, may designate a different address or different or additional persons to which all notices, demands, or requests are to be addressed.

6.12 **Interpretation.** The following provisions regarding interpretation apply to this agreement:

- (a) Gender specific terms include both genders and include corporations. Words in the singular include the plural, and words in the plural include the singular; and
- (b) The division of this Agreement into sections and the use of headings are for convenience of reference only and are not intended to govern, limit or aid in the construction of any provision. In all cases, the language in this Agreement is to be construed simply according to its fair meaning, and not strictly for or against either party.

6.13 **Governing Law.** This agreement will be governed by and construed in accordance with the laws of the Province of British Columbia and the laws of Canada applicable therein.

6.14 **Severability.** If a Court of competent jurisdiction finds that any part of this Agreement is invalid, illegal, or unenforceable, that part is to be considered to have been severed from the rest of this Agreement and the rest of this Agreement remains in force unaffected by that holding or by the severance of that part.

6.15 **City Approvals.** In this agreement, where City “approval”, “acceptance”, “consent” or similar authorization or agreement is required, unless provided for otherwise in this agreement, such “approval”, “acceptance”, “consent” or similar City agreement or authority must be provided in writing, by the City departments, employees, officers or designates, as the case may be, that are authorized to provide such “approval”, “acceptance”, “consent” or similar authorization or agreement. Any purported “approval”, “acceptance” “consent” or similar authorization or agreement provided by a City department, employee, officer or designate, as the case may be, that is not authorized to provide the same, shall be of no force or effect.

IN WITNESS WHEREOF the parties have executed this agreement on Form C which is a part hereof.

**SCHEDULE A
CONSERVATION PLAN**

See Next Page

Heritage Conservation Plan

532 East 10th Street*, North Vancouver
James Residence / Copper Cottage ~ 1907



** Originally constructed at 334 E 9th Street (Lot 19, Block 96, DL 550) relocated to 336 E 9th Street (Lot 18, Block 96, DL 550) in 1924, and to its current location at 532 E 10th Street (Lot 14, Block 91, DL 550) in 2020.*

Prepared by Elana Zysblat, CAHP - Ance Building Services :: July 2020

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Statement of Significance



Description of Historic Place

The James Residence, also known as Copper Cottage, is a one storey, wood-framed house in the Early Cottage architectural style. The building is located on East 10th Street between Moody Avenue and Grand Boulevard in the Keith-Lynn neighbourhood of Central Lonsdale in the City of North Vancouver.

Heritage Values

Constructed in 1907, James Residence holds historical value for its association with a distinct, early period of rapid growth in the historic neighbourhood of Central Lonsdale during the Edwardian period. In 1907, the City of North Vancouver was incorporated, power had just arrived to the North Shore via a cable crossing the Burrard Inlet, and a tram line began operating along Lonsdale Avenue. Two blocks to the east, in 1908, Grand Boulevard was cleared of timber and the now-empty lots were reserved for high-end residences worth a minimum of \$4000. The James Residence was built in the middle of this North Shore development boom that existed from roughly the turn of the 20th century until just before the First World War. The house survives as a symbol of the working-class segment of what was an economically diverse neighbourhood.

The James Residence is valued for its continuous residential use as a working-class home since 1907, both as an owner-occupied property as well as a rental house. Butcher, William Percival James & wife Grace built the subject house in 1907 at 334 E 9th Street as their residence until 1911, and a rental property for over a decade. In 1924, the house was purchased by Angus Stewart, who relocated it to the next-door lot at 336 E 9th Street the same year, continuing to rent it out while living in a new house that he built on the original lot. The subject house was home to many working-class tenants over the

years until it was eventually purchased by its most long-term residents, policewoman and plasterer Audrey & Dave Brown, in 1987.

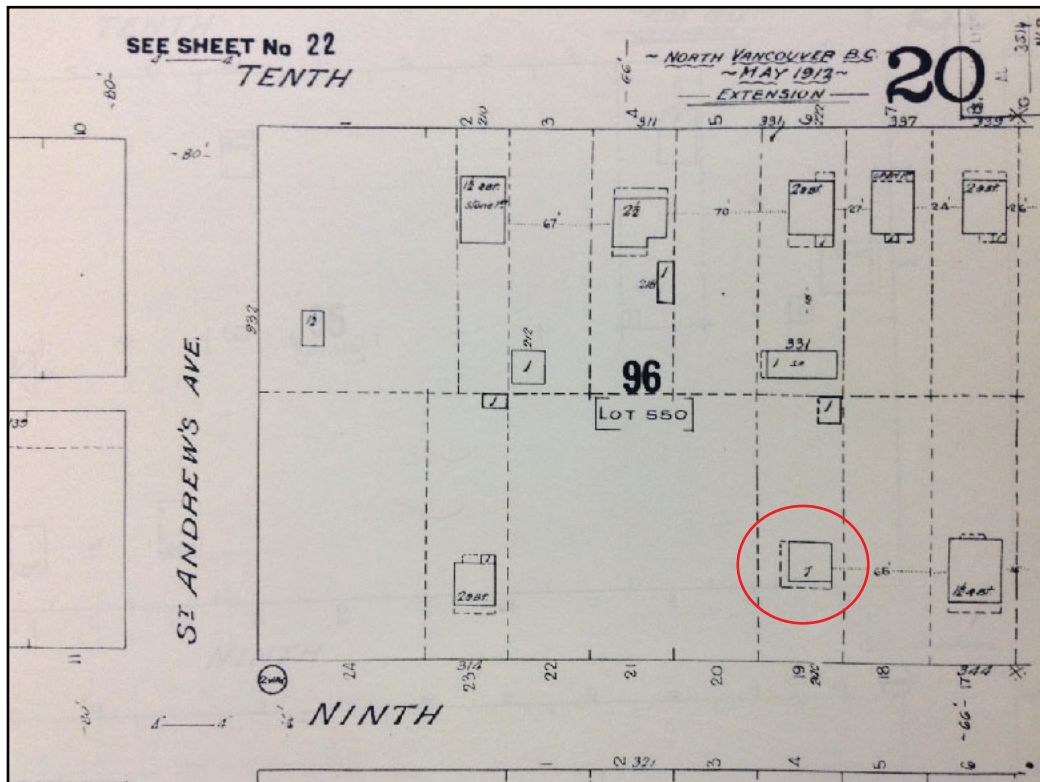
The property holds further associative value as a symbol of community heritage conservation efforts and awareness on the North Shore. Dave and Audrey Brown, who called the subject house their home for 30 years between 1987 and 2017, worked hard to maintain the property's historical integrity, and gave the building its nickname, 'Copper Cottage' for the exterior colour they painted it in. The Browns were granted the 2013 Small Scale Heritage Improvement Award from the North Vancouver Heritage Advisory Committee for their efforts towards restoring the house to its original condition. Subsequently, when the house came at risk of demolition under new owners, an enthusiastic community effort was led by the North Shore Heritage Preservation Society in the fall of 2019, to relocate the cottage in order to save it. A call went out to the public, offering the building for free to anyone willing to pay the relocation costs. Out of 60 applicants, Tony Dean and Yvonne Perrault, two North Vancouver natives whose mothers were both heritage-minded City Councillors and heavily involved in the Heritage Advisory Commission, were granted permission to move the house to their own lot a few blocks away at 532 E 10th Street, and make it their permanent home.

The James Residence holds value as a relatively well-preserved example of the Early Cottage architectural style, as seen in its small-scale rectangular cottage form (typically only one or one and a half storeys high), hipped roof and front porch. This modest house style was a popular choice during the Edwardian period for working-class families like the James' all over BC and for use as rental properties. It is also valued for its history of relocation (first in 1924, and again in 2020) and for its association with the profession of house movers - a common recourse for wood-frame buildings and a much more prevalent profession during the early days of development in British Columbia. Relocation was usually done for economic reasons - demolishing a building was considered an inconceivable and unrecoverable waste of resources and moving it was cheaper than reconstructing it elsewhere.

Character-defining Elements

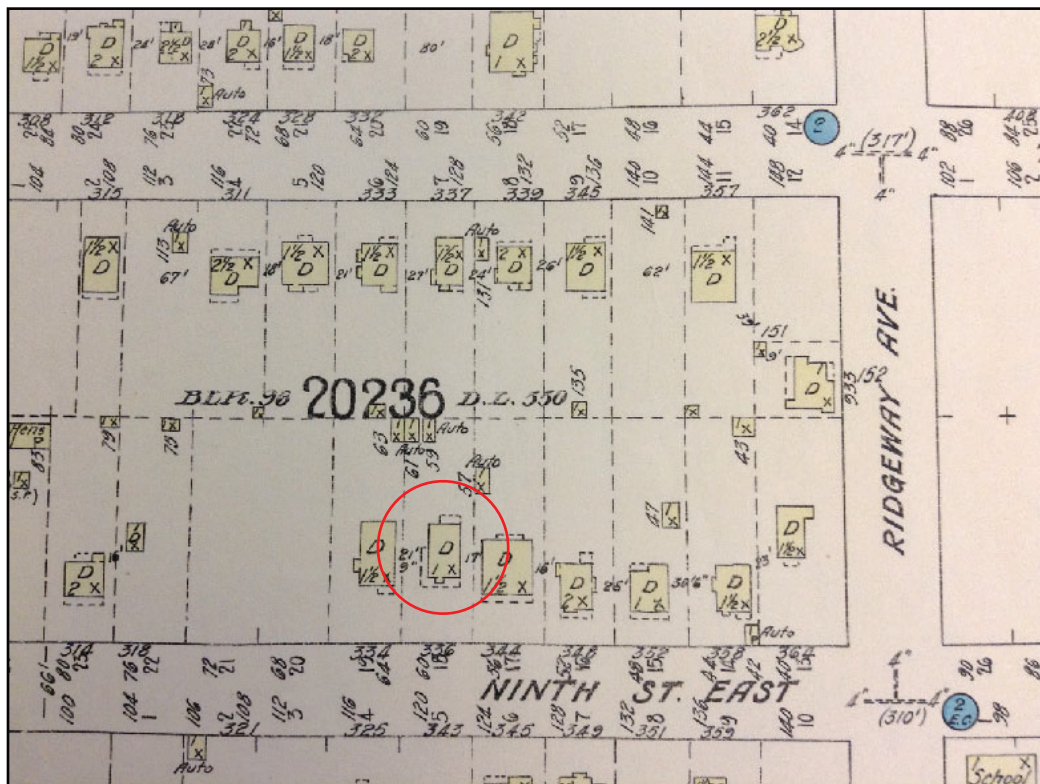
- Residential use since 1907
- Early Cottage design as expressed in its
 - One storey height plus basement
 - Simple, rectangular form and massing
 - hipped-roof
 - Full-width front porch with simple, square columns
 - historic wood rail height
 - bay window
 - Wood front door, located to the side
- Wood clapboard siding
- Evidence of distinct cladding at the basement level, separated from the main level by a trim board.
- Square window and door trim in traditional dimensions
- Original window openings with double-hung windows

Fire Insurance Maps



1912 Fire Insurance Map depicting the subject house on its original lot, and in its original form before the addition was added later in 1912.

Source: NVMA



1930 Fire Insurance Map depicting the subject property in its second location at 336 E 9th Street. Note the longer, rectangular form created by the 1912 addition.

Source: NVMA

Archival Photographs



Although not the subject house, this home was located just two blocks away at E 9th Street and Queensbury and is a close representation of the James Residence in its original form. ca. 1911
Source: North Shore News, November 29, 2000.



Another 'Early Cottage' as photographed in 1907 in New Westminster (426 Ash Street). This house model was prevalent in most BC cities. Source: New Westminster Public Library #30

More about the Early Cottage house design

The early cottage was a popular and enduring house style all over BC from the 1890s into the early 1920s. It was straightforward and fast to build, easy to maintain and had a very practical layout for all ages and family configurations. Like most vernacular buildings in early BC, house plans for the Early Cottage were often copied from catalogues which were available through mail order or to browse through at the lumber yard or shingle mill. Below are a few versions of the Early Cottage plan from two different catalogues. The subject house is most similar to the Idaho plan from the Fenner Manufacturing Company catalogue based in Portland.

More information can be found here:

<https://www.vancouverheritagefoundation.org/house-styles/early-cottage/>



More information about house moving

"If I were to describe the faces of onlookers witnessing a house being moved, I would have to say there is uncertainty, disbelief, and pure amazement". Peter Paravalos, *Moving a House with Preservation in Mind*

The act of lifting a house, placing it on wheels, and rolling it down the street fascinates people to no end. While the notion of building moving seems fantastical, housemoving is a long-established trade that dates back hundreds of years.

The complicated and delicate process of moving buildings has been documented since the 1850s. Moving a house was a common recourse, usually done for economic reasons - i.e. razing a building was an inconceivable and unrecoverable waste of resources and moving it was cheaper than reconstructing it elsewhere.



McCain Bros. moving a house in Vancouver, probably in the West End, 191?. Note the person on the front porch. Source: CVA 473- 12

But there have been other reasons for house lifting and moving. In New Orleans it has been a common response to flooding for over 160 years; in Hibbing, Minnesota, one third of the town's buildings were moved in 1920 when an iron ore deposit was discovered below; and in Newfoundland,

fishing outport buildings were moved so newlyweds could be closer to their families. In the US, house moving surged in the 1950s and 1960s during the freeway building boom. In those decades, moving buildings still made economic sense and homes that stood in the way of construction were for the most part sold and relocated.

The historic technique involved inserting steel rods under the house and lifting it with screw or railroad jacks (today this is done hydraulically). The house would then be lowered onto carriages, which sat on wooden or iron rails. A rope-and-pulley system tied the house to horses that slowly pulled it to the new location. As the building moved forward, the rails would be picked up and relaid ahead of the house.



James R. Fraser moving a house in Vancouver, 191?. Source: CVA 473- 9

Here in BC, it would be hard to find a town or even a neighbourhood that doesn't have a 'moved' house from another location. 'House Movers' was a profession regularly listed in the very earliest city directories in BC, and the prevalent use of 'balloon' framing here made for light-weight, wood buildings that were readily manoeuvred. House moves in BC even involve shipping houses on barges from the mainland to islands and towns up the coast.

Although house moving still happens today, the high cost of labour and temporarily moving utilities means it is no longer done for economic reasons, but usually to save or conserve a heritage resource, as was the case with the saving of the James Residence aka Copper Cottage. The subject house was saved from demolition by relocating it onto a lot in the same neighbourhood where it can coexist with a historic house sited at the lane. About two dozen mature shrubs were also relocated from the lot at 336 E 9th to the current location on East 10th Street.

Research Findings

Dates of Construction: 1907

Source: City Directories

Original Owner: Grace & William Percival James

Source: Tax Collectors' Rolls (NVMA)

Architect: n/a

Source:

Builder: W. Garnett (1912 addition)

Source: Building Permit

Residents:

At 334 E 9th:

- **1907-11:** William Percival James, manager BC Market Co.
- **1921-22:** Harold E. Landman, solicitor & notary
- **1923-24:** James C. McLagen, bookkeeper Govt Liquor Store

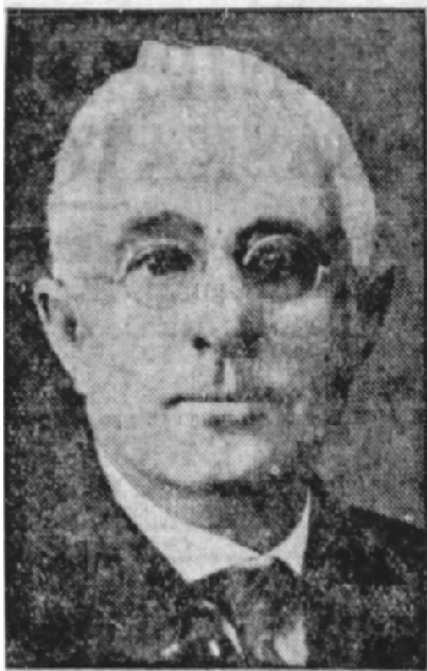
At 336 E 9th:

- **1925-26:** Arthur E & Lilian Amelia Sykes, carpenter Wallace Shipyard
- **1927:** J.A. Reed
- **1928-29:** K.A. Floe
- **1930-31:** N.T. Reed
- **1932-43:** Thomas W. & Alice Reid, driver Swift's
- **1944-45:** J.L. Martin
- **1946:** L. Labelle
- **1947-50:** W.E. Ellis
- **1951-63:** John William & Doris Stephenson, accountant
- **1974:** Joyce W. Webber
- **1986:** Al MacIntosh & Colleen Cuthbert
- **1987-2017:** Dave & Audrey Brown, plasterer & police officer w/ VPD

At 532 East 10th Street:

- **2020:** Tony Dean & Yvonne Perrault

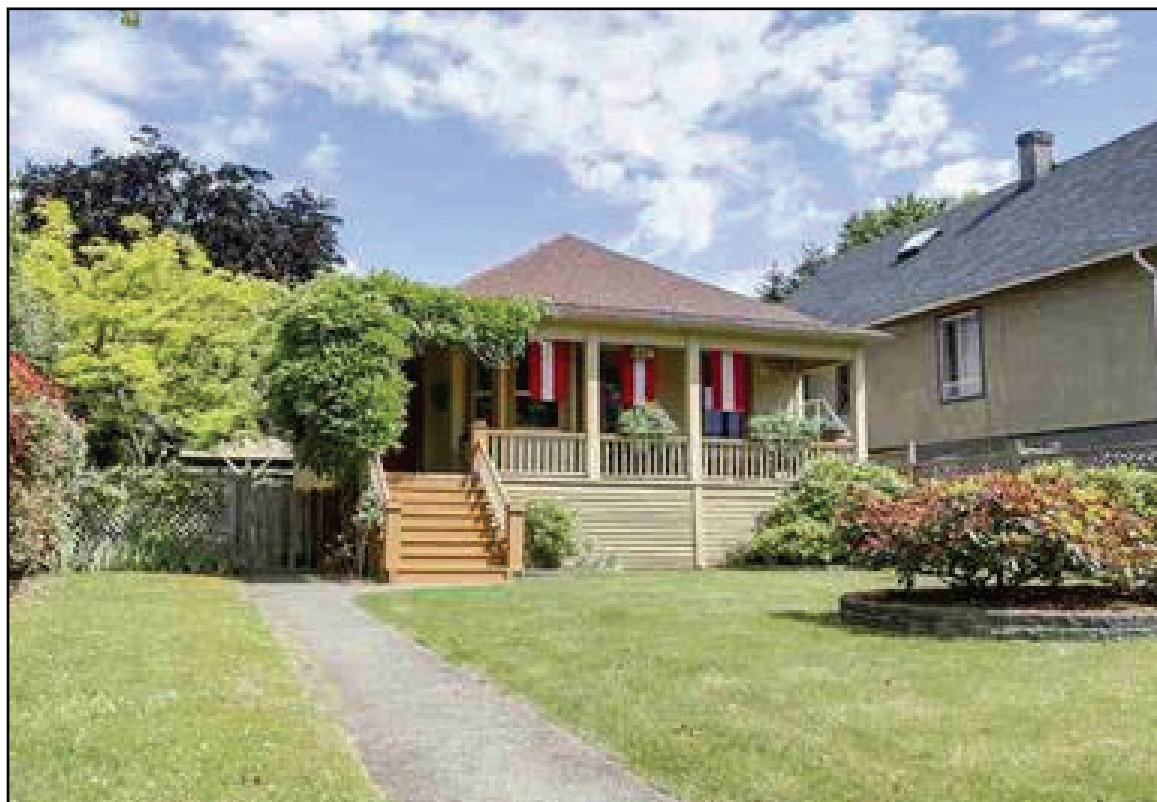
An interesting note is the building's possible connection to Benjamin Chubb, who built a manor in 1913 at 345 E 9th Street, where he lived with his wife, Martha, and their children. Oral history from the neighbourhood suggests that the property housed the Chubb family's private groundskeeper for a period of time between the years 1913 and 1921. Originally from Ontario (born 1856), Benjamin Chubb moved west to Morden, Manitoba in 1879, where he helped grow the Massey-Harris Implement Company. In 1900, Chubb moved his growing family to Saskatoon, where he opened a new branch for the company, and built the city's first brick house. During his time in Saskatoon, he became involved with establishing the new Barr Colony settlement near Lloydminster, served as a city Alderman in 1905, and was appointed the collector of customs in 1907. In 1912, Chubb moved his family a final time to North Vancouver, where he owned a shingle mill at the foot of St. George's and became involved in local politics. After an unsuccessful run for a seat in the 1920 Provincial Legislature, Benjamin Chubb passed away in November, 1921, and the estate was split between his wife and their six children.



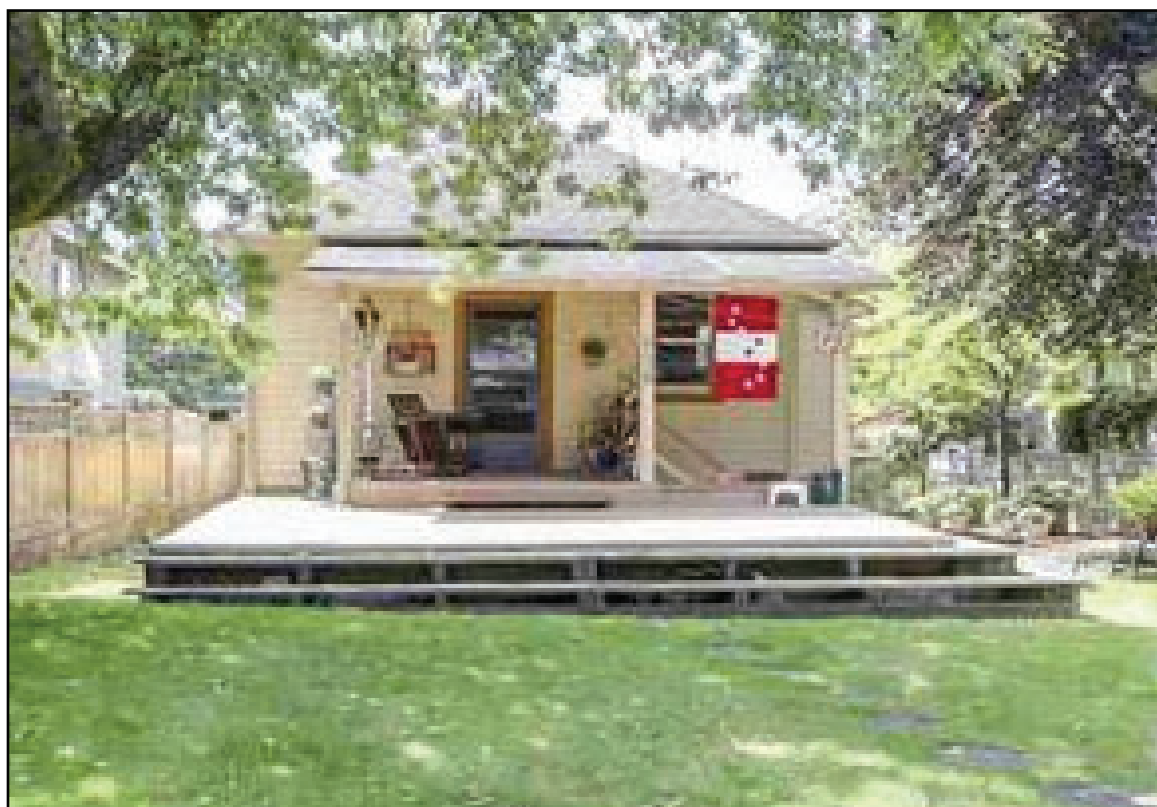
Benjamin Chubb - according to local accounts - owned the subject house from 1923-20, where he housed his private gardener.

Source: Vancouver Sun, November 8, 1921. (Accessed through Newspapers.com)

Recent photographs before the move:



front (south)
view



rear (north)
view

Current Photographs



Current view of the subject house at its new location at 532 E 10th Street, temporarily sitting on cribs while a new foundation is excavated and poured.



front (south)
view



rear (north)
view



Side (east)
view



Side (west)
view

Conservation Objectives

The building historically located at 336 East 9th Street was relocated to 532 E 10th Street where a 1916 house already stands, sited at the rear of the property. The two building now coexist on the same lot with the subject house positioned as the 'main' house and the existing house now positioned as the 'lane' house. The relocation was carried out to save the subject house from demolition as the new owners of 336 E 9th Street intended on redeveloping the lot. The subject house will continue with its single, detached residential use. The basement level will be expanded and improved to provide a finished, full-height living and utility space with windows, connected to a new attached garage at the northwest corner of the house. The proposed development will transform the property at 532 E 10th into a comfortably shared lot for two families, each with private outdoor areas and off-street parking spaces. The proposed development, including the relocation of the subject house and extensions to it, do not negatively impact the Heritage Values nor the Character Defining Elements of the historic place.

Rehabilitation is the overall conservation treatment for the subject house and for the property.

The below conservation treatment definitions are taken from the Standards & Guidelines for the Conservation of Historic Places in Canada (2nd edition).

Preservation: *The action or process of protecting, maintaining and/or stabilizing the existing materials, form and integrity of an historic place or of an individual component, while protecting its heritage value.*

Restoration: *The action or process of accurately revealing, recovering or representing the state of a historic place or of an individual component, as it appeared at a particular period in its history, while protecting its heritage value.*

Rehabilitation: *The action or process of making possible a continuing or compatible contemporary use of an historic place or of an individual component, through repair, alterations, and/or additions, while protecting its heritage value.*

Site Plan

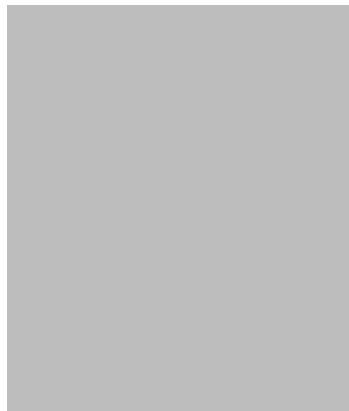
The proposed site plan shows the lot at 532 E 10th in light blue, the existing 1916 'lane' house in medium blue and the proposed extended footprint of the subject house outlined in red, sited at the front of the property, in-line with the neighbouring houses to its west (in grey).

A shared driveway accesses the property from the lane to the east, allowing both resident families to park cars on the site, providing a total of three parking spots.

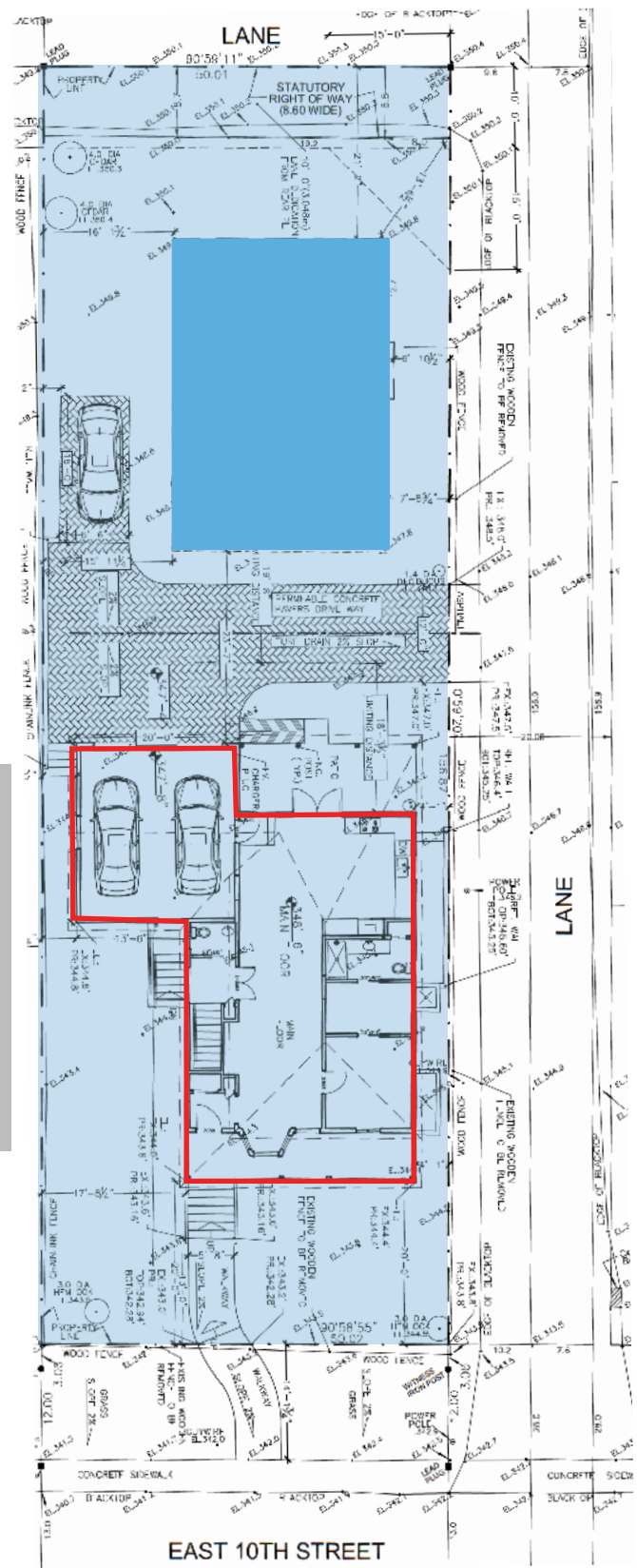
The plan allows for a comfortable distance of 23 feet 7 inches between the garage of the subject house and the existing lane house.



522 E 10th



528 E 10th



Condition Assessment

Overall the building is in **good** condition.

a. Structure

The building lines are true to the eye - there is no visual evidence of structural distortion or obvious failures.

b. Exterior Elements

The building is clad in horizontal wood clapboard siding which is in **good** condition, as are the surviving trim boards, wood soffits and front porch column.

c. Roofing and gutters

The existing duroid shingle roof and associated rainworks are in **fair** condition.

d. Windows and Doors

Windows - the original horned double-hung wood windows were replaced with vinyl windows in the 1990s. The current windows are in **good** condition.

Doors - The two glazed wood front doors and original wood rear door in **good** condition.

e. Finishes

The painted finish is in **fair-good** condition.

Recommended Conservation Procedures

a. Property and Structure - *Rehabilitation*:

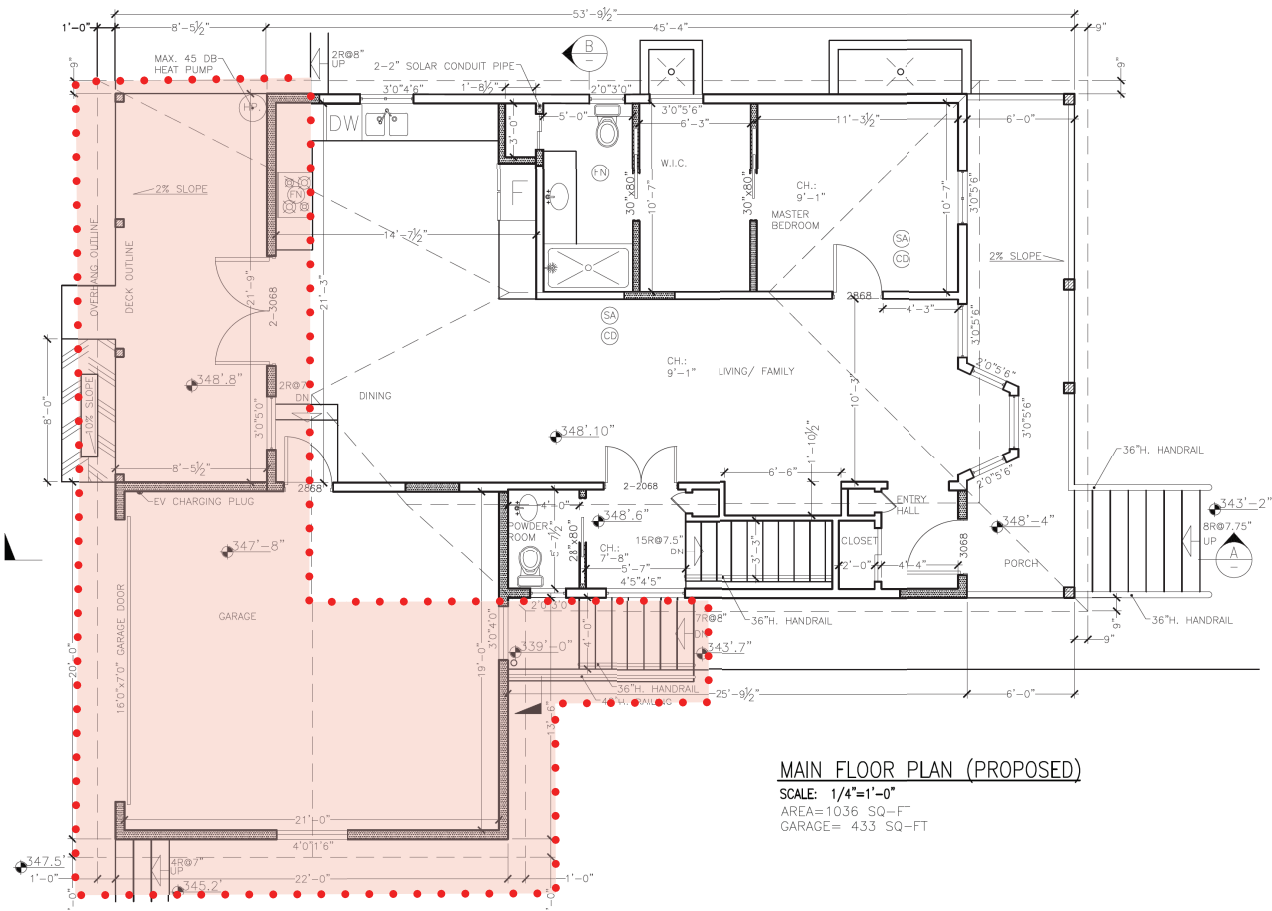
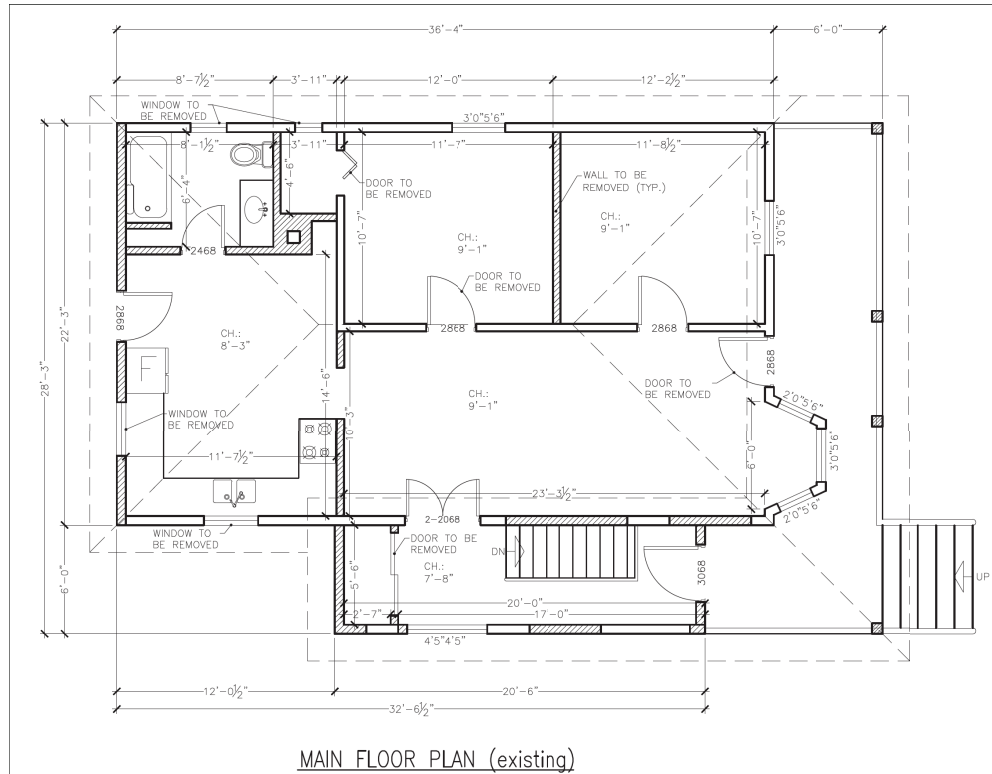
Rehabilitate the property by:

- Relocating the historic house to 532 East 10th, inline with the neighbouring houses to the west;
- Creating a vehicle entrance at the eastern lane
- Relandscaping the property to introduce a driveway and separate outdoor areas for each house

Rehabilitate the historic building structure in its new location with new extended foundation and basement level, attached double garage and extended rear wall. Clad the garage in a distinguishable treatment (shingles with no corner boards) so that it reads as an addition.

The proposed extension at the rear of the house is a 3' extension, from 42'.4" (existing) to 45'.4"

See next page for existing and proposed plans. Proposed changes are all at the rear and deeply setback at the northwest corner, as outlined and shaded in red on the plans, thus having a very low visible impact on the original design of the cottage.



b. Foundation - Rehabilitation:

- As part of the relocation of the historic building, construct a new seismic concrete foundation with exterior access on the west side.

NOTE: Because of the rush to relocate the cottage to its current location in order to save it from demolition, a new ICF concrete foundation was poured prior to this Conservation Plan being commissioned. This new foundation is slightly wider than the footprint of the cottage, requiring some unconventional solutions to marry it to the exterior cottage walls.

Apply the following guidelines when finishing the connection between the basement and the cottage:

1. Water table board to sit proud of the basement cladding by 3/4". As the water table board was an original element of the cottage, the new water table board should be of the exact dimensions of the original water table board, made of wood, and not wider nor thicker.
 2. As the basement is clearly a new element of this historic building, it is recommended to clad it in a discreet, contemporary cladding such as stucco parging or smooth Hardie panels.
 3. Any new elements or materials such as flashing added above the basement level, should be painted in the body or trim colour to hide it as much as possible.
- c. Exterior Elements - Preservation and Restoration:*
- Preserve the main floor wood cladding, wood trim around the doors and windows, the soffits, and wood porch columns.
 - Reinstall replicated wood water table board, in the same material and dimensions as the original (as the existing boards didn't survive the relocation), at new foundation.
 - Remove vinyl porch floor and restore a tongue and groove fir deck, framed by a nosing piece that extends 3/4" or 1" past the water table board below.

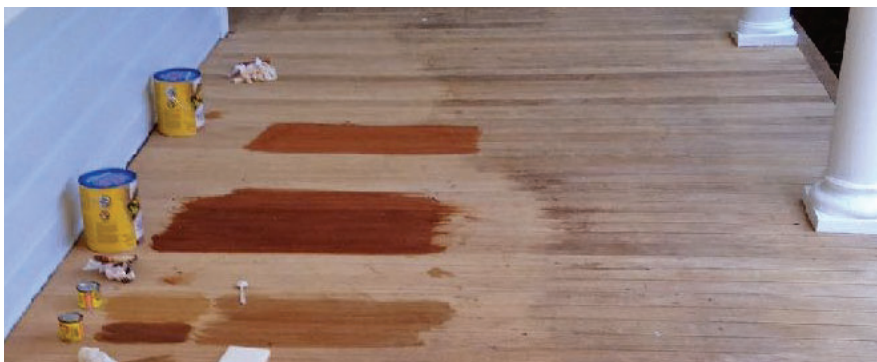
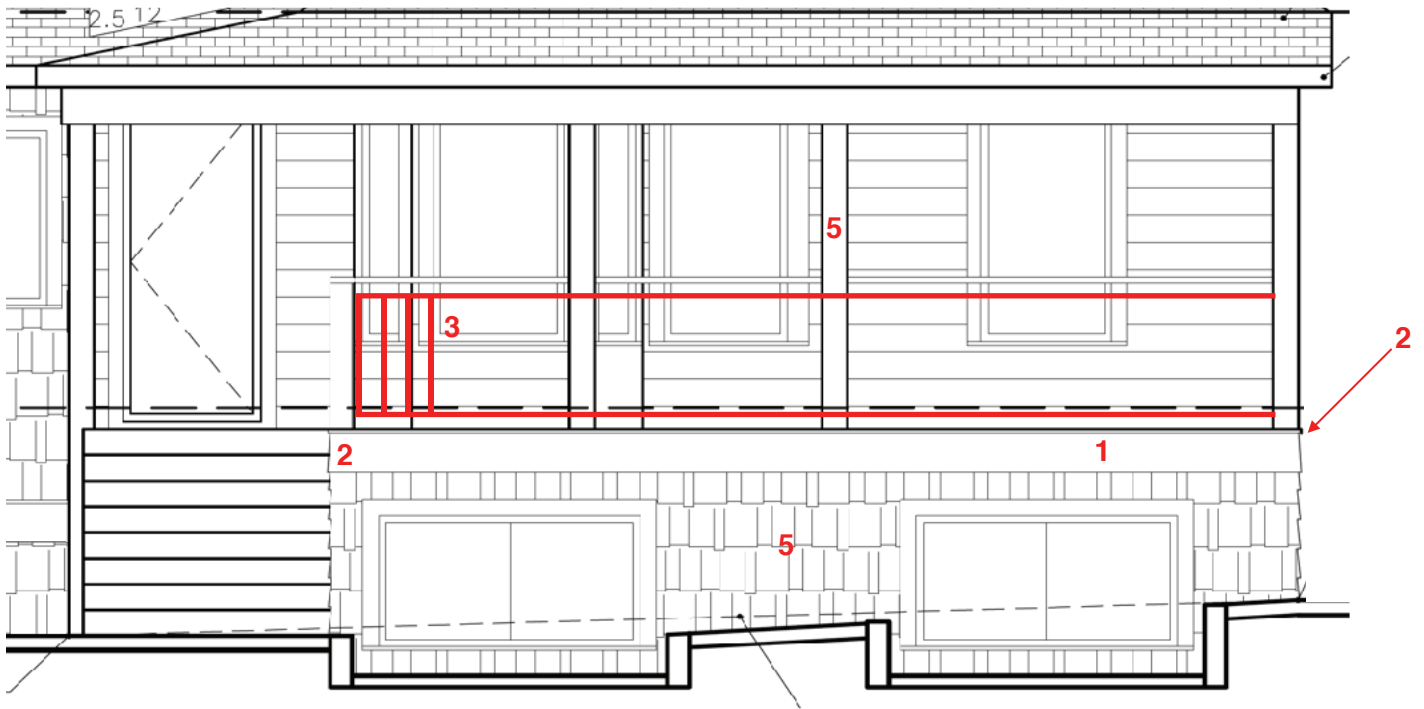


Photo shows a historic tongue and groove porch surface in the process of being refinished and restained. Note the boards are perpendicular to the house while the nosing piece is parallel to it.

Important conservation details on the front porch:



1. Water table board sits proud of the basement cladding by 3/4".
2. Replicated porch flooring: nosing should extend past the water table by 3/4" or 1"
3. Restore wood front porch railing with spindles at historic height (28.25" - just below half post)
4. Salvage original clapboard siding from the rear where an extension to use on the front if and where needed.
5. Retain original front porch columns
6. Clad basement in a discreet, contemporary cladding such as stucco parking or smooth Hardie panels.

d. Roof and gutters - Rehabilitation:

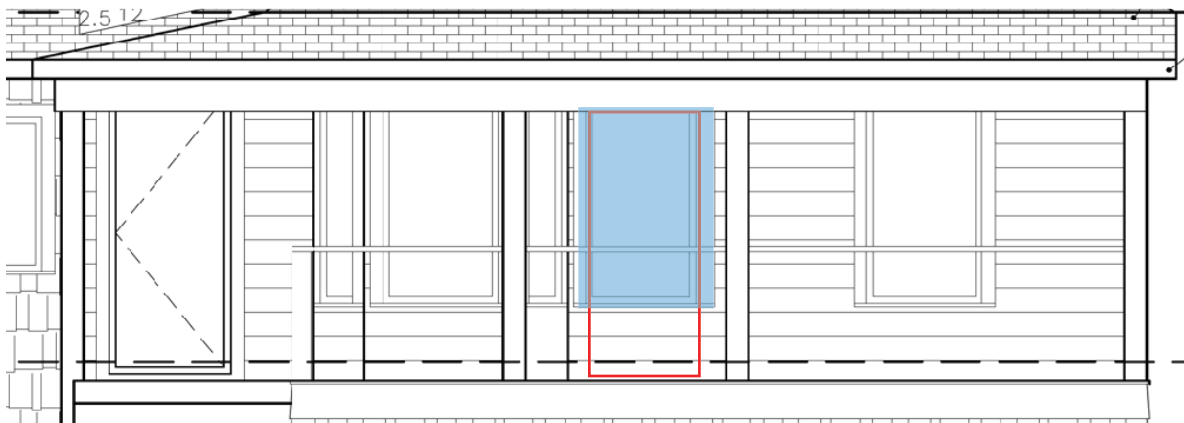
- Install new Enviroshake roof shingles and new rainworks system.

e. Windows and Doors - Restoration and Rehabilitation:

- Replace current vinyl window inserts with wood windows that replicate the original double-hung horned windows, based on archival photos of the house from the 1980s:



- Cancel one of the two front doors on the facade (the central opening survives from before the side porch was enclosed and an additional front door was introduced in the 1930s) to allow for better layout on the interior. Replace the door opening with a window opening.



Remove existing door (outlined in red) and partially enclose the opening to convert it into a window opening (light blue), matching the size and style of the other windows on the facade. Use salvaged siding removed from the rear elevation to patch up the facade wall.

g. Finishes - Restoration:

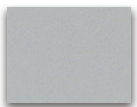
Repaint in historically correct colour scheme, using historically researched colours with colour placement based on archival photos of Early cottages. The below archival photo graphs, taken in 1911 and 1913 show that early cottages could have dark or light body colours, but always featured a contrasting colour scheme where the basement level was typically a different colour than the main floor and the trim tone contrasted with the body tone. Finally, the window sash colour contrasted with the trim colour. Any combination of colours from the Benjamin Moore True Colours palette combining four colours and maintaining this historic contrast between the four main elements - body, trim, sash and basement is acceptable to apply on this historic building.



Work with a painter who has experience painting old buildings to ensure a thorough prep, sanding, caulking and painting process. DO NOT powerwash as part of the prep work.

The initial scheme planned for the 2020 project is as follows:

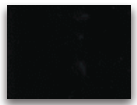
(Paint colours from Benjamin Moore True Colours Palette for Western Canada):



Main floor body, Soffits, porch railing and porch ceiling - Harris Grey VC-25 - **Sheen:** low luster



Window and door trim, window sills, porch columns - Strathcona Red VC-27 - **Sheen:** semi gloss



Window sash and front door - Gloss Black VC-35 - **Sheen:** high gloss



Basement shingles and new garage - Edwardian porch grey VC-26 - **Sheen:** low luster



Roof - Enviroshake 'aged cedar'; **Gutters** - slate or charcoal

Future Changes

Changes to the building configuration, especially additions, should be carefully considered for minimal affect on the **Heritage Values** as embodied in the **Character-Defining Elements** (CDE) listed in the **Statement of Significance** and must be approved through a **Heritage Alteration permit**.

Proposed Alterations

The proposed alterations to the property as part of its Heritage Revitalization Agreement will improve the sustainability of the property without negatively impacting its Heritage Value or Character Defining Elements and are aligned with the Standards and Guidelines for Conservation in Canada. Infill housing is a historic form of development which has existed in BC since cities were first developed. There are records of residential properties that were initially developed with two houses on one property, as well as properties that were densified with the introduction of an infill house years or decades after the lot was first developed. The proposed alterations to this property are in keeping with this historic and precedented approach and represent a sensitive and subtle form of densification which retains the single-family scale of the neighbourhood. This historic form of densification continues to be an excellent method of providing greatly needed housing in already established neighbourhoods while integrating well into the existing infrastructure and character of the area.

Maintenance Plan

Following completion of the conservation works, the owner must maintain the building and land in good repair and in accordance with generally accepted maintenance standards. All work should follow *The Standards and Guidelines for the Conservation of Historic Places in Canada (2nd Edition)*. The local government determines an acceptable level or condition to which the heritage building is maintained through the Heritage Maintenance Bylaw. As with the Heritage Conservation Plan, such maintenance standards apply only to the building exterior.

As general upkeep is frequently overlooked and will lead to deterioration of heritage resources, maintenance standards warrant special attention. Any building should be kept in a reasonable condition so it continues to function properly without incurring major expenses to repair deterioration from neglect. The most frequent source of deterioration problems are from poorly maintained roofs, rainwater works and destructive pests.

Establish a maintenance plan using the information below:

Maintenance Checklist

a. Site

- Ensure site runoff drainage is directed away from buildings.

- It is recommended to maintain min. 2 foot clearance between vegetation and building face and a 12 inch wide gravel strip against the foundation in planted areas.
- Constantly manage vegetation (vines, etc.) that is ornamentally attached to the building.

b. Foundation

- Review exterior, and interior where visible, for signs of undue settlement, deformation or cracking of foundation and if encountered seek advice from Professional Engineer.
- Ensure perimeter drainage piping is functioning satisfactorily.
- Inspect basement interior for signs of moisture migrating through foundation walls in the form of efflorescence (a white powder on concrete) or staining of finishes. A "smell test" for musty air can indicate a moisture problem.

c. Wood Elements

- In the wet coastal climate of British Columbia maintaining integrity of exterior wood elements is critical in preventing water ingress into buildings.
- Annually inspect wood elements for signs of deterioration, identify source of problem and take corrective repair/replacement action:
 - o wood in contact with ground or plantings;
 - o excessive cupping, loose knots, cracks or splits;
 - o open wood-to-wood joints or loose/missing fasteners;
 - o attack from biological growth (moss, moulds, etc.) or infestations (carpenter ants, etc.);
 - o animal damage or accumulations (chewed holes, nesting, bird/rodent droppings) USE HAZARDOUS MATERIALS PROCEDURES;
 - o signs of water ingress (rot, staining, mould, infestation).
- Closely inspect highly exposed wood elements such as porches, railings and stairs for deterioration. Anticipate replacement in-kind of portions of these elements every 10-15 years.
- Inspect visible caulking joints for continuity and shrinkage. Expect to redo caulking every 3-5 years.

d. Windows and Doors

- Replace cracked or broken glass as it occurs.
- Check satisfactory operation of windows and doors.
- Check condition and operation of hardware for rust or breakage. Lubricate hardware annually.
- Inspect weather stripping for excessive wear and integrity.

f. Roofing and Rainwater Works

- Inspect roof condition every 5 years, looking for:
 - o loose, split or missing shingles, especially at edges, ridges and hips;
 - o excessive moss growth and/or accumulation of debris from adjacent trees;
 - o flashings functioning properly to shed water down slope.
- Remove roof debris and moss with gentle sweeping and low-pressure hose.
- Plan for roof replacement every 18-22.
- Annually inspect and clean gutters, flush out downpipes. Ensure gutters positively slope to downpipes, there are no leaks or water splashing onto building.
- Ensure gutter hangers and rainwater system elements intact and secure.
- Ensure downpipes inserted into collection piping stub-outs at grade and/or directed away from building onto concrete splash pads.

g. General Cleaning

- Building exterior should be regularly cleaned depending on build up of atmospheric soot, biological growth and/or dirt up-splash from ground.
- Cleaning prevents buildup of deleterious materials which can lead to premature and avoidable maintenance problems.
- Windows, doors and rainwater works should be cleaned annually.

- When cleaning always use gentlest means possible such as soft bristle brush and low-pressure hose. Use mild cleaner if necessary such as diluted TSP or Simple Green®.
- Do not use high-pressure washing as it will lead to excessive damage to finishes, seals, caulking and wood elements, and it will drive water into wall assemblies and lead to bigger problems.

Research Resources

BC Archives:

- birth, marriage, death index

City of Vancouver Archives (CVA):

- Archival Images
- Greater Vancouver City Directories 1860-1955

North Vancouver Museum & Archives (NVMA):

- Fire Insurance Maps 1912 & 1930
- Tax Collectors' Rolls 1908-1925
- Building Permits 1912-1924

Library and Archives Canada:

- Canada Censuses for 1901, 1906, 1911, and 1921

Newspapers:

- North Shore News,
 - November 29, 2000
 - March 13, 2020

Publications:

- Woodward-Reynolds, Kathleen. 1943. A History of the City and District of North Vancouver. Master Thesis for UBC.

Telephone interview with Audrey Brown, March 20, 2020.

- personal documents and archival research provided by Audrey Brown

Telephone interview with Elizabeth & Wayne Reid, March 23, 2020.

Websites:

- Ancestry.ca - Canada Voters' Lists 1935-80
- Cbc.ca/news - "Want a Free Heritage House?" January 8, 2020
- Newspapers.com - Vancouver Daily World; various articles from 1910-1922

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THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 8848

A Bylaw to amend “Subdivision and Development Control Bylaw, 2010, No. 8014”

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 **“Subdivision and Development Control Bylaw, 2010, No. 8014, Amendment Bylaw, 2021, No. 8848” (Quick-Start Updates to Servicing Requirements for Developments)**.
2. “Subdivision and Development Control Bylaw, 2010, No. 8014” is amended as follows:

A. By deleting Section 301:

“Words defined in the Land Title Act and regulations pursuant thereto and in the Municipal Act shall have the same meaning when used in this Bylaw, or any resolution of Council passed pursuant thereto, unless otherwise defined in Section 302 of this Bylaw or unless the context otherwise requires.”

and replacing with the following:

“Words defined in the Land Title Act and regulations pursuant thereto and in the Community Charter and Local Government Act shall have the same meaning when used in this Bylaw, or any resolution of Council passed pursuant thereto, unless otherwise defined in Section 302 of this Bylaw or unless the context otherwise requires.”

B. By deleting the following definitions in Section 302:

“Community Charter” means Community Charter 2003, c. 26 and Local Government Act 1996 RS Chapter 323 as amended.” In relation, change all references to Municipal Act to Community Charter.

“Engineers Act” means Engineers and Geoscientists Act, .S.B.C. 1979, Chapter 109.

“Inspections Manager” means the person appointed by Council to serve as the City Building Inspector.

“Land Title Act” means Land Title Act, R.S.B.C. 1979, Chapter 219.

“walkway” means a highway intended for the predominant use of pedestrian traffic.

“Zoning Bylaw” means “Zoning Bylaw, 1967, No. 3778” as amended from time to time.

C. By adding the following definitions in Section 302:

“Chief Building Official” means the person appointed by Council to serve as the Chief Building Official.

“Community Charter” means the *Community Charter*, S.B.C. 2003, c. 26 and regulations enacted pursuant thereto, as may be amended.

“Land Title Act” means *Land Title Act*, R.S.B.C. 1996, c. 250 and regulations enacted pursuant thereto, as may be amended.

“Professional Governance Act” means the *Professional Governance Act*, S.B.C. 2018, c. 47, and regulations enacted pursuant thereto, as may be amended.

“storm water sewer system” means a system of works designed and constructed to control the collection, conveyance, and disposal of storm water.

“walkway” (and for clarity includes “sidewalk”) means a highway intended for the predominant use of pedestrian traffic.

“Zoning Bylaw” means “Zoning Bylaw, 1995, No. 6700”, as amended from time to time.

D. By deleting section 404:

“Where a parcel being created by a subdivision fronts on a highway, the Approving Officer may, under Section 938(2) of the Community Charter 2003 c. 26, exempt a parcel from the statutory or bylaw minimum frontage requirements.”

and replacing with the following:

“Where a parcel being created by a subdivision fronts on a highway, the Approving Officer may, under Section 506(2) of the Local Government Act, exempt a parcel from the statutory or bylaw minimum frontage requirements.”

E. By deleting section 507:

“Application for Subdivision will not be accepted if the land, or land containing heritage buildings or structures identified in the City of North Vancouver Heritage Inventory, Primary and Secondary Inventory Buildings, until Council has considered the possible designation of the land or land and structures.”

and replacing with the following:

“Application for Subdivision will not be accepted if the land, or land containing heritage buildings or structures identified in the City of North Vancouver Heritage Inventory, Primary and Secondary Inventory Buildings, until Council has considered the possible heritage protection of the land or land and structures.”

F. By deleting section 606:

“The conditional approval of any proposed subdivision shall not be construed as approval of subdivision for Land Title Purposes. Additional conditions may be established by the Approving Officer at any time in the event that new information becomes available which affects the conditional approval.”

and replacing with the following:

"The conditional approval of any proposed subdivision shall not be construed as approval of subdivision for Land Title Act purposes. Additional conditions may be established by the Approving Officer at any time in the event that new information becomes available which affects the conditional approval."

G. By deleting section 701:

"Every subdivision and development shall provide Works as required in Schedule "A" for each zone noted prior to final subdivision approval. Works required in Schedule "A" shall be constructed in accordance with the specifications in Schedule "C." Where desired, a Servicing Agreement in accordance with Schedule "B" may be used in lieu of constructing some or all of the required work."

and replacing with the following:

"Every subdivision and development shall provide Works as required in Schedule "A" for each zone noted prior to final subdivision approval or issuance of building permit as the case may be. Works required in Schedule "A" shall be constructed in accordance with the specifications in Schedule "C". In lieu of constructing the Works in advance of approval of subdivision or issuance of building permit as the case may be, the City Engineer or Approving Officer may permit the following in respect of constructing some or all of the required work:

- A Servicing Agreement in accordance with Schedule "B"; or
- one or more street use permits and sufficient security deposits."

H. By deleting section 702:

"The servicing provisions of this Bylaw may be waived by the Approving Officer:

- .1 For land which is subdivided for the purpose of creating parcels to support the installation of public facilities, utilities, structures and associated equipment;
- .2 for applications where the subdivision proposes a lot line adjustment, and each parcel affected is serviced by an existing water and sewer system connection and where no future subdivision potential exists."

and replacing with the following:

"The servicing provisions of this Bylaw may be waived by the Approving Officer or the City Engineer:

- .1 for land which is subdivided for the purpose of creating parcels to support the installation of public facilities, utilities, structures and associated equipment;
- .2 for applications where the subdivision proposes a lot line adjustment, and each parcel affected is serviced by an existing water and sewer system connection and where no future subdivision potential exists; or
- .3 for applications where the proposed improvements do not increase the floor area, and/or increase the utility demands of the serviced parcel."

I. By deleting section 703:

“The securities and servicing provisions for renovation developments for this bylaw apply as follows:

- Up to \$50,000 - Security/Property Damage Deposit as per Schedule D
- Renovation between \$50,000- \$250,000 - Security/Property Damage Deposit and necessary utility upgrades as per Schedule D to a maximum of 10% of the Building Permit Value as defined by the Chief Building Inspector.
- Renovations Over \$250,000 - all servicing requirements herein apply.
- Full redevelopment – all servicing requirements herein apply.”

and replacing with the following:

“Non-Residential Renovations

The securities and servicing provisions for non-residential renovation developments for this bylaw apply as follows:

- Up to \$200,000 construction value
 - Security/Property Damage Deposit as per Schedule D may be required.
- Renovation between \$200,000 and \$600,000 construction value
 - Necessary utility and public realm upgrades as per Schedule D to a maximum of 10% of the construction value of the building permit as determined by the Chief Building Official, and
 - Security/Property Damage Deposit as per Schedule D.
- Renovations over \$600,000 construction value
 - All required Works according to Schedule A, and
 - Security/Property Damage Deposits as per Schedule D.
- Full redevelopment
 - All required Works according to Schedule A, and
 - Security/Property Damage Deposits as per Schedule D.

Notwithstanding the preceding in Section 703, all non-residential developments shall provide all utility upgrades necessary to service its intended use according to Schedule A.”

J. By adding the following section 704:

“Residential Renovations

The securities and servicing provisions for residential renovation developments for this bylaw apply as follows:

- Up to \$200,000 construction value – Security/Property Damage Deposit as per Schedule D.

- Renovation between \$200,000 and \$600,000 construction value
 - Necessary utility upgrades as per Schedule D to a maximum of 5% of the construction value of the building permit as determined by the Chief Building Official, and
 - Security/Property Damage Deposit as per Schedule D.
- Renovations Over \$600,000 construction value
 - All required Works according to Schedule A, and
 - Security/Property Damage Deposits as per Schedule D.
- Full redevelopment
 - All required Works according to Schedule A, and
 - Security/Property Damage Deposits as per Schedule D.

Notwithstanding the preceding in Section 704, all coach houses and other new residential infill structures shall provide all utility upgrades necessary according to Schedule A.”

K. By deleting Section 801:

“All works required to be constructed and installed at the expense of the Owner shall be constructed and installed to the standards prescribed in Schedule “A” before the Approving Officer approves the subdivision plan or the Inspections Manager issues the building permit unless the Owner:

- .1 deposits with the City, a security deposit in the amount of 130% of the estimated construction cost, as accepted by the City Engineer, based on professional detailed designs and estimates for installing and paying for all works required under this Bylaw; and
- 2 enters into a Servicing Agreement with the City in accordance with the form prescribed in Schedule "B," to construct and install the required works by a specified date or forfeit to the City the amount secured by the security deposit.”

and replacing with the following:

“All works required to be constructed and installed at the expense of the Owner shall be constructed and installed to the standards prescribed in Schedule "A" and before the Approving Officer approves the subdivision plan or the Chief Building Official issues the building permit, the Owner:

- .1 deposits with the City, a security deposit in the amount of 130% of the estimated construction cost, as accepted by the City Engineer, based on professional detailed designs and estimates for installing and paying for all works required under this Bylaw; and
- .2 enters into a Servicing Agreement with the City substantially in the form of agreement attached as Schedule "B," to construct and install the required works by a specified date or forfeit to the City the amount secured by the security deposit.”

- L. By deleting Section 901:

"The following is a list of schedules attached hereto and which form a part of this Bylaw:

Schedule "A"	Required Levels of Service
Schedule "B"	Servicing Agreement
Schedule "C"	Design Criteria, Specifications, and Standard Drawings
Schedule "D"	Fees and Deposits
Schedule "E"	Highway Classification Map"

and replacing with the following:

"The following is a list of schedules attached hereto and which form a part of this Bylaw:

Schedule "A"	Required Works
Schedule "B"	Form of Servicing Agreement
Schedule "C"	Design Criteria, Specifications and Standard Drawings
Schedule "D"	Fees and Deposits
Schedule "E"	Highway Classification Map"

- M. By deleting the Table in Schedule "A" Required Levels of Service and replacing with the Schedule "A" attached to this bylaw.

- N. By deleting the title of Schedule "B":

"Typical Servicing Agreements"

and replacing with the following:

"Form of Servicing Agreement"

- O. By deleting Schedule "D" Fees and Deposits and replacing with the Schedule "D" attached to this bylaw.

READ a first time on the 7th day of June, 2021.

READ a second time on the 7th day of June, 2021.

READ a third time on the 7th day of June, 2021.

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

MAYOR

CORPORATE OFFICER

SCHEDULE “A” REQUIRED WORKS

General

Applicants for Subdivision and Building Permits are required to provide Works identified in Sections 1 to 10 unless otherwise provided by Development Variance Permit.

Levels of Infrastructure Improvement Table

	1-Unit	2-Unit	3-Units & larger	Subdivision
Highways/Public Realm				
Roads Repaving			50%	50%
Lanes Repaving			50%	50%
Sidewalk	x ¹	x ¹	x	x
Curb and Gutter	x ¹	x ¹	x	x
Lane dedication	x	x	x	x
Off-site landscaping	Professional not required	Professional not required	x	x
Water severance	x	x	x	x
Water connection	x	x	x	x
Watermain extension and upgrade	May be required ²	May be required ²	If demand exceeds capacity	If demand exceeds capacity
Fire Hydrants			x	x
Storm severance	x	x	x	x
Storm connection	x	x	x	x
Storm main extension	May be required ³	If required to connect to storm system	If required to connect to storm system	If required to connect to storm system
Sanitary severance	x	x	x	x
Sanitary connection	x	x	x	x
Sanitary main extension and upgrade	May be required ⁴	May be required ⁴	If load exceeds capacity	If load exceeds capacity
Street lighting		x ¹	x	x
Hydro, telephone & cable underground servicing			x	x
Hydro, telephone & cable distribution & transmission line Undergrounding, where feasible, by Outside Utility agencies			x	x
Private lands				
On-site landscaping	Professional not required	Professional not required	x	x

¹ Applies to frontage only.

² Applies when water supply demand increases beyond existing supply due to new sprinkler load.

³ Applies where property is not serviced by a storm sewer, extension is flat rate as per the "Sewerage and Drainage Utility Bylaw, 1995, No. 6746".

⁴ Applies when property load will exceed existing capacity, improvement is flat rate as per the "Sewerage and Drainage Utility Bylaw, 1995, No. 6746".

SCHEDULE “D” FEES AND DEPOSITS

Preliminary Application Fees:

The following fees payable with a Preliminary Application are as follows:

Type of Application	Fee	Fee Type
Realignment of Lot Line	\$600	Per Application
Creating New Lots, Air Space Subdivision, and Bare Land Strata	\$1,000	Per Application
	\$100	For First Lot Created
	\$50	For Each Additional Lot Created
Phased Strata Plan	\$1,000	Per Application

Fee Calculation Example: If you were proposing to split a single lot into two, the fees would be: *\$1,000 processing fee + \$100 for the first lot created + \$50 for the second lot created = \$1,150.*

Conditional Approval Extension: The following fee is payable to extend conditional approval of a subdivision application:

Conditional Approval Extension Fee	\$250	For each extension granted
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Final Subdivision Review: The following fee is payable with each request to perform a final subdivision review and receive Approving Officer signature.

Plan Examination Fee	\$500	For each request
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Payable Prior to Subdivision Approval or Building Permit Issuance

Servicing Agreement Administration Fee: \$500

Fee covers City cost only for staff processing of servicing agreement preparation.

Servicing Agreement Renewal Administration Fee: \$500

Fee covers City cost only for staff processing of servicing agreement preparation.

Construction Process Administration Fee

A construction process administration fee is payable whenever a servicing or landscaping agreement is required. The Fee shall be calculated in accordance with the following table:

Estimated Value of Engineering Works

\$	% fee
1 to 100,000	5.50%
100,001 to 250,000	5.00%
250,001 to 500,000	4.50%
500,001 to 1,000,000	4.00%
Over 1,000,000	3.75%

Minimum Construction Process Administration Fee: \$100

Water Service Severance / Connection as per “Water Utility Bylaw, 1994, No. 6417”, as amended

Water Service Severance / Connection Fee covers City cost only to sever an existing service and/or install a new service or re-connect an existing service.

Sewer Service Severance / Connection as per “Sewerage and Drainage Utility Bylaw, 1995, No. 6746”, as amended

Sewer Service Severance / Connection Fee covers City cost only to sever an existing service and/or install an existing service.

Property Security/Damage Deposit **

Deposit covers the cost of possible damage to City property which occurs during construction on private property adjacent to City streets. Upon completion of the remedial works, that portion of the deposit not required shall be returned to the Depositor.

** Where, in the opinion of the City Engineer, or the Chief Building Inspector, proposed excavation poses a risk to public property, additional damage deposits may be required, in accordance with “Construction Regulation Bylaw, 2003, No. 7390”, Part 7.3.63, as amended.

- **Residential Building Permit Application under \$600,000:** \$1,000 Payable prior to issuance of Building Permit Issuance.
- **Residential Building Permit Application \$600,000 or more:** \$1,000 per unit to a maximum of \$20,000, with a minimum of \$2,500.
- **Commercial / Industrial:** \$150/frontage metre of abutting highway, minimum of \$5,000 rounded to the closest \$100.

Security/Damage Deposit Administration Fee: \$280

Fee covers City cost only for staff processing of deposit management.

The developer is responsible for requesting City Staff review the security/damage deposit/bond upon completion of the works and maintenance period. If after 2 years from the date of Certificate of Total Completion or Final Occupancy, the applicant will forfeit the deposit(s)/bond to the City.

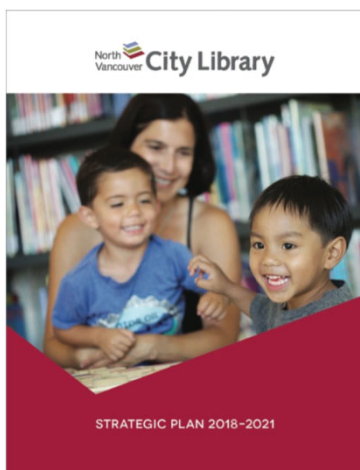


North
Vancouver
City Library

2020

Report to our community

2018-2021 Strategic Plan



2020 was the third year of City Library's 2018-2021 Strategic Plan.



The plan outlines City Library's strategic priorities, which align with Council's 2018-2022 Strategic Plan.

North
Vancouver
City Library // nvcf.ca

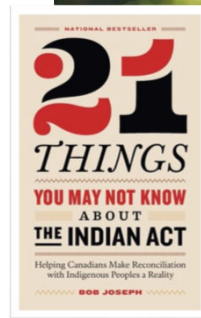
HONOUR INDIGENOUS PERSPECTIVES

As Indigenous peoples' cultures have been deliberately suppressed in our heritage institutions, it is vital for libraries to actively participate in reconciliation. One way we do this is through community programming that centres the history, experiences and culture of Indigenous peoples.

"Reconciliation begins with each and every one of us." *Final Report, Truth and Reconciliation Commission of Canada*



A **city for people** is welcoming, inclusive, safe, accessible and supports the health and well-being of all.



ENHANCE ACCESS & INCLUSION



Residents, especially vulnerable residents, rely on public libraries for:

- Access to computers and the Internet
- Help in learning to use technology
- Support when things go wrong



A client with the Squamish Nation Elders Centre shows off the new cell phone she received from the Take-Home Technology partnership.

INSPIRE LEARNING, DISCOVERY & CREATION

As workers, business owners, students and everyone else turned to digital platforms this year, City Library responded with free access to resources like LinkedIn Learning (formerly Lynda.com). City residents accessed **more than 86,000** courses last year.



A **prosperous city** supports a diverse economy by creating an environment where new and existing businesses can grow and thrive.

Most requested digital learning topics in 2020

Photography & video editing	Business writing
Big data	Microsoft Office skills
3D design	Computer programming
Graphic design	Time management
Intro to video conferencing & using Zoom	

CREATE VIBRANT SPACES

With public health restrictions in place, City Library had to be creative to find safe ways to re-create our community living room:

- Fresh Air Library
- Spokes 'n' Words
- Pop-up libraries
- Safe indoor spaces



A **vibrant city** is where dynamic public spaces and places provide opportunities for connection and enable residents to engage with their community.

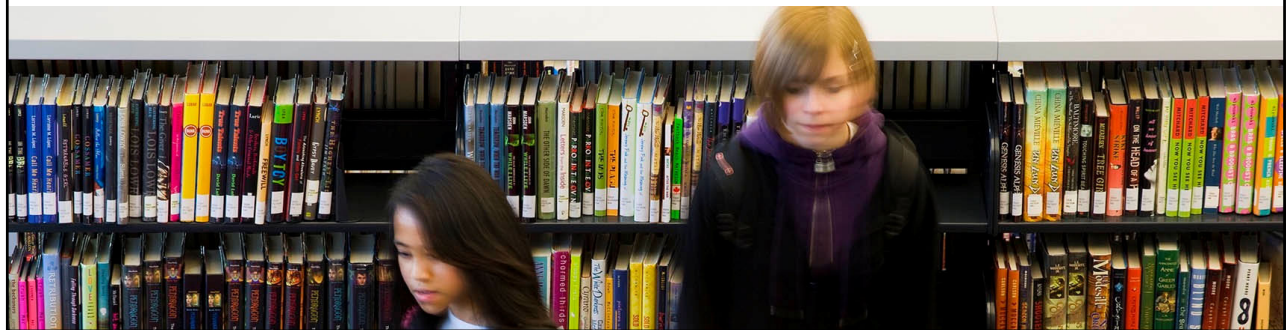




LOOKING AHEAD




As case counts fall and vaccinations rise, we are looking to the future:

- **Service restoration:** prioritizing services that support our most vulnerable residents
- **Collaboratory opening:** technology skills development and community learning
- **Website renewal:** robust, accessible, user friendly digital branch
- **Equity, diversity and inclusion work:** acknowledging and addressing barriers and discrimination in systems, structures, policies and practices







 Department Manager	 Director	 CAO
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The Corporation of **THE CITY OF NORTH VANCOUVER**
CLERK'S DEPARTMENT

INFORMATION REPORT

To: Mayor Linda Buchanan and Members of Council

From: Deb Hutchison Koep, Chief Librarian

Subject: CITY LIBRARY 2020 REPORT TO OUR COMMUNITY

Date: June 9, 2021 File No: LB-0110-01-0001/2021

ATTACHMENTS

1. City Library 2020 Report to Our Community

BACKGROUND

The City Library's 2018-2021 Strategic Plan was developed through in-depth research and engagement with nearly 2,000 residents about their library use, needs and aspirations.

Each year the City Library produces the *Report to our Community* to demonstrate our work to inspire learning, discovery and creation, create vibrant spaces, honour Indigenous perspectives, and enhance access and inclusion.

This information report augments the *2020 Report to our Community*, demonstrating how library services and initiatives support Council's vision and priorities.

DISCUSSION

The City Library participates in Council's vision to be the "healthiest small city in the world" by providing critical social infrastructure for the residents of North Vancouver and promoting resilience and social connection through learning, shared space and reading. At the City Library, neighbours encounter the rich diversity of people, ideas and experiences in their community.

With programs and services that are free and open to all, the City Library positively impacts social determinants of health by:

- Supporting literacy and lifelong learning
- Strengthening community connection and belonging
- Upholding equitable access to information and knowledge
- Bridging the digital divide
- Supporting community development

Council Priority: A City for People

The City Library is committed to being an inclusive and welcoming space for everyone and champions free and equitable access to information and ideas. Services, programs and collections support lifelong learning — helping people to achieve success in school, develop workplace skills, cope with life challenges and explore new perspectives — and develop resiliency and empathy.

On May 1, 2020, with the support of Council, the City Library removed a significant financial barrier to library services by eliminating overdue fines — and in doing so became the first library in the Lower Mainland to make this transformational change.

Overdue fines disproportionately affect vulnerable library users, especially those with lower incomes and households with young children. Evidence shows that fines are ineffective in promoting the timely return of library materials. The cost of collecting overdue fines added up to 66 cents for every \$1 in revenue.

Prior to going fine-free, more than 10% of City Library cardholders — many of them children — had a “block” on their card due to unpaid fines that prevented them from borrowing library materials. Since removing fines, the percentage of blocked users has fallen to 2% - and we’ve actually seen a 60% increase in overdue materials being returned.

Also in 2020, City Library:

- Partnered with the other North Shore libraries, TELUS and 20 service providers to roll out 400 mobile devices to vulnerable residents through the “Take Home Tech” initiative
- Expanded digital and phone-based technology support and instruction to support technology adoption and skills development
- Co-hosted a community-wide virtual evening with Bob Joseph, author of *21 Things You May Not Know About the Indian Act*, to spark community conversations about reconciliation and the legacy of colonialism

Continuing activities at the City Library that support a City for People include:

- Honouring Indigenous cultures, histories and experiences in Library protocols, collections and programs
- Working to alleviate the impacts of poverty by hosting warming stations, delivering service at the food bank, and participating in the North Shore Homelessness Task Force
- Providing alternative formats for people with disabilities that prevent them from enjoying conventional books and audiovisual materials

- Supporting families and caregivers and ensuring school readiness with early literacy programming that introduces pre-reading skills and supports parents or guardians as their child's first and best teachers
- Providing rich fiction and non-fiction collections in multiple formats and languages that encourage people to pursue interests and explore ideas and experiences
- Offering free public programming that introduces new realms of knowledge and inspires learning
- Connecting newcomers to Canada and their local community with information and support to help them settle and integrate with their new home

Council Priority: A Liveable City

The LEED Gold-certified City Library supports global citizenship and public education about climate change and sustainability through programming and collections that promote reduced energy consumption and the 3Rs. As a public lending library — the original “share economy” — the City Library provides residents with more than 300,000 items to borrow including seeds and power meters in addition to books, movies and magazines.

In 2020, City Library hosted a five-week virtual community climate action workshop with the support of a \$1,000 micro-grant from SFU's Democracies in Action program. Built on the 2017 book *Drawdown: The Most Comprehensive Plan Ever Proposed to Reverse Global Warming*, the research-based program series brought residents of all ages together to act on climate change.

Sessions began with a grounding exercise to connect participants to one another, then guided participants through the steps of putting a personal climate mitigation plan into action. Participants completed individual research assignments and presented their results to one another. In breakout rooms, participants shared ideas and related what they were learning to their lives and community.

As a result of this program, participants reported a greater sense of community, commitment, and possibility for affecting positive change through personal action. “Inspired,” “enthusiastic,” “motivated,” “committed,” “fulfilled,” and “empowered” were some of the comments shared at the end of the series.

Also in 2020, City Library:

- Partnered with the other North Shore libraries to host TEDxCountdown, a virtual TED Talk event imagining a healthy, abundant, zero-emission future
- Supported our Teen Advisory Council to incorporate environmental awareness into the Teen Summer Reading Club 2020: Broaden Your Horizons
- Facilitated teen volunteer participation in the City Park Stewards program

Continuing activities at City Library that support a Liveable City include:

- Reducing resource consumption by lending more than 500,000 books and other resources each year

- Encouraging people to grow their own food and create green spaces in our community by partnering with the Edible Garden Project and North Shore Neighbourhood House to run the Seed Library
- Contributing to food security and reduced food waste with workshops on canning, preserving, fermenting and other cost-saving, sustainable practices
- Lending Kill-A-Watt Meters and Power Cost Monitors that measure energy consumption

Council Priority: A Vibrant City

The City Library is a vibrant living room for the community where all are welcome. Programming and services aim to reflect the diversity of residents and inspire library visitors to share their unique stories and connect with one another. We also strive to be active outside our walls, animating and activating public spaces with a library presence.

In 2020, City Library closed then reopened the library facility with health and safety protocols in place, working to ensure high-demand services for our most vulnerable residents were prioritized.

Plexiglas was installed at all public service points, furniture was slowly reinstated at safe distances and public computers and study carrels were opened. To add seating and take advantage of the weather and relative safety of outdoor spaces, we added a “Fresh Air Library” where people could sit, read, study or use WiFi. Spokes ‘n’ Words, the book bike, also made regular surprise visits in City plazas, parks and at the Shipyards.

As public health guidelines allowed, the City Library reintroduced services for the public. Individual bookable spaces enabled library users to take private video calls, conduct job interviews, or connect with family. Operating hours were extended in September and again at the end of the year to safely accommodate more people in the building.

In addition, City Library:

- Set up pop-up libraries all summer on the street, at the Shipyards and in City parks with the book bike
- Partnered with the City’s Open Streets program to activate public parklets and a special rainbow-themed pop-up library in honour of Pride Week

Continuing activities at the City Library that support a Vibrant City include:

- Welcoming newcomers with information, referral services, English language learning classes, and materials in their home languages
- Offering regular programming targeting individuals who often experience social isolation, like new parents, newcomers and seniors
- Creating library spaces like the Café Connection where people can gather and feel connected to their community
- Providing Creation Stations — including digitization equipment and an audio-video production booth — that enable people to capture and share their stories

Council Priority: A Connected City

The City Library's location in Central Lonsdale, close to a major transit corridor and with walking and cycling infrastructure nearby, makes it easy for many residents to reach us via sustainable and active transportation modes. For those with mobility challenges and unable to travel to the Central Lonsdale location, the City Library strives to bring library service to them.

In 2020, with many people staying close to home, the City Library recognized the heightened need for access to library materials among residents unable to leave their homes as well as those who rely on alternative formats due to print disabilities.

The City Library's Home Library Service brings the library to residents who are unable to visit the library in person. Recognizing the unique obstacles that many of our home delivery customers faced as a result of COVID-19, the library worked quickly to implement protocols for safe delivery to ensure service continued — including enhanced cleaning, new procedures for doorstep delivery, and delivery by mail.

Home delivery service was augmented with regular phone calls, access to digital audio and e-braille materials, and virtual social gatherings on Zoom.

Continuing activities at the City Library that support a Connected City include:

- Promoting the use of sustainable and active transportation among City Library staff, including a transit pass subsidy and participation in GoByBike Week
- Partnering with Silver Harbour Seniors Centre and the **Go Bus** to bring seniors to the City Library (pre-pandemic)
- Delivering programs outside the City Library's walls, throughout the City

Council Priority: A Prosperous City

In addition to welcoming hundreds of visitors a day to the Central Lonsdale area, City Library supports economic development, small businesses, employment and entrepreneurship in our community with information resources, research and referral services, and facilities.

In 2020, City Library responded to the challenges presented by the pandemic with information and resources in support of skills development and business transformation.

Being able to learn new skills, master new technologies and adapt to changes is critical for businesses and employees in our dynamic economy. This was especially true in 2020, which saw massive shifts to remote work and digital sales and service — as well as the loss of jobs and businesses due to the pandemic.

Online learning enabled business owners to explore new technologies and individuals to upgrade their job skills in order to be competitive in a challenging market.

While all of the City Library's digital collections saw tremendous use in 2020, LinkedIn Learning (previously Lynda.com) proved an especially valuable resource for our community, who completed nearly 60,000 courses on business, technology and design topics in 2020 (up 275% from 2019).

Residents who accessed LinkedIn Learning through the library also saved at least \$400 in personal annual subscription costs.

Also in 2020, the City Library:

- Offered workshops to introduce Zoom and other video conferencing platforms
- Assisted residents and businesses in identifying and accessing provincial and federal support programs

Ongoing activities at the City Library that support a Prosperous City include:

- Supporting newcomers to gain Canadian experience through the Library Champions program and to navigate the process of foreign credentials recognition
- Offering access to equipment for printing, copying, digitization and creating multimedia content
- Offering print and digital resources to support career exploration, job searching, resume writing and interview preparation
- Providing market research and business development support through collections and information services
- Ensuring all City Library staff are paid a living wage

CONCLUSION

Many City Library goals and priorities for 2020 had to be re-engineered for the pandemic context, and many others were delayed or deferred. At the same time, new opportunities and partnerships – in combination with the creativity and resiliency of library staff – helped us find new ways to support community literacy and learning.

The pandemic has shown us how deeply the community values and relies on its public library – for core services like borrowing, public technology access and literacy programs, as well as intangibles like community belonging and feelings of normalcy. It has also underlined a deep digital divide and social and economic inequality – which call for focused attention and effort in 2021 and beyond.

RESPECTFULLY SUBMITTED:



Deb Hutchison Koep,
Chief Librarian

2020 Report to our Community



The North Vancouver City Library is grateful for the opportunity to learn and grow on the traditional, ancestral and unceded lands of the Coast Salish Peoples including the territories of the Skwaxwúmesh (Squamish) and səliłwətaʔ (Tsleil-Waututh) Nations.



Daniel Ji stands with a fresh collection of books to take home. Ji stopped by to proudly donate his birthday money to the library in February, 2020.

// A NOTE FROM THE CHIEF LIBRARIAN & BOARD CHAIR

This year challenged our community's resilience, residents' feelings of security and belonging, and City Library's ability to deliver accessible, barrier-free service to the community. It also underlined the role our library plays in sustaining a sense of connectedness and normalcy in uncertain times.

In the early days of January, our community, together with all of Canada, was shocked and heartbroken by the tragic loss of life when Ukrainian Airlines Flight 752 was shot down over Iran. Community members came to City Library to mourn their neighbours, share memories and express support for one another.

In March, the fast-moving COVID-19 pandemic forced us to close the library, and we quickly undertook the work of responding to a community in crisis. Library front-line staff exercised all their creativity to develop alternative services, while other members of our team reached out to community partners and supported the work of the North Shore Emergency Operations Centre. We responded to the community in the ways we knew best: delivering books, hosting online storytimes, providing high-quality information and referrals, and connecting people with technology — and, as quickly as we were able, reopening and restoring services so the community could once again experience the library in person.

We also proudly announced the elimination of overdue fines in May, becoming the first library in the Lower Mainland to do so. This work, initiated by the Library Board of Trustees and supported by North Vancouver City Council, ended an ineffective practice that disproportionately impacted our most vulnerable community members and affirmed City Library's commitment to equitable access.

As attention focused on the violent oppression of Black, Indigenous, Asian and other racialized people globally and locally, City Library supported community learning on the topics of anti-racism, reconciliation and decolonization through reading and programs. Trustees and staff also committed to identify and address structural and systemic racism in library practices and policies — work that continues into 2021 and beyond.

We are deeply grateful to everyone who has cheered us on and supported the work of City Library in 2020. We could not do this work without the foundational support of the City of North Vancouver, the many generous gifts from donors that allow us to go above and beyond, and the collaboration of our community partners.

Throughout this year, we have been guided by our vision to sustain a vibrant, healthy community through support for personal growth, skills development, innovation and collaboration. As COVID drew attention to the many divides in our community, the role of the library as a community gathering place and our responsibility to advance equity have never been more apparent.

Leane Neufeld
BOARD CHAIR

Deb Hutchison Koep
CHIEF LIBRARIAN

North Shore libraries continue path to reconciliation and learning

Our evening with Bob Joseph, author of *21 Things You May Not Know About the Indian Act* and President of Indigenous Corporate Training Inc., was a high point in the 2020 programming calendar. Made possible through the joint work of the three North Shore library systems and the North Vancouver Recreation and Culture Commission, this special evening, like most library events in 2020, shifted online to address pandemic restrictions.

Community interest in learning more about the historical and ongoing impacts of the Indian Act is strong. More than 500 people registered and tuned in for the virtual event. Joseph delivered a compelling presentation on the harms experienced by Indigenous individuals and nations as a result of the Indian

Act, as well as its ongoing legacy for inter-governmental relations and reconciliation.

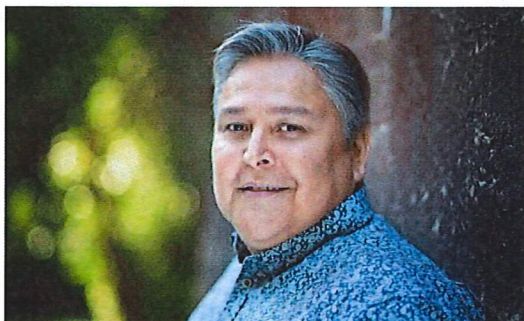
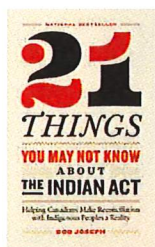
The evening ended with a thoughtful discussion moderated by Alexander Dirksen of Métis Nation BC.

In conjunction with the community event, North Shore library staff and trustees also participated in a comprehensive workshop with Joseph exploring the historical relations between settlers and Indigenous communities, from pre-contact to the trauma and aftermath of Canada's residential school system.

Community book discussions of *21 Things You May Not Know About the Indian Act* followed, hosted by the three libraries in partnership with the North Shore Multicultural Society and Reconciliation Canada. •

It is so promising and exciting to see the work libraries have committed to in the meaningful pursuit of reconciliation, and it is always such a pleasure to work alongside you on events such as these.

— Alexander Dirksen



Take-Home Tech initiative helps vulnerable North Shore residents get connected

When the library closed its doors in March, many community members lost their access to computers, the internet and technology support — at a time when work, school, family connections and everything from grocery shopping to medical appointments was moving online. Recognizing the impact this was having in our communities, the three North Shore library systems took action to develop the Take-Home Tech program, with a generous donation from Telus.

In partnership with the North Shore Emergency Operations Centre and 20 community service providers, the libraries delivered 200 tablets and 200 mobile phones to isolated seniors, struggling families and people coping with financial hardship.

A corporate partner provided the devices, service providers identified clients in need, and libraries coordinated distribution and offered the wrap-around technology learning and support services recipients needed.

Working together, we ensured devices quickly found their way into the hands of those who most needed them. •

A senior at Capilano House, who was given a tablet, used it to connect with friends online and also to check out grocery store deliveries and prices. The device has made him feel more valued as a senior in the community — he knows that somebody cares about him.

— Parkgate Community Services Society

Digital learning at home

The pandemic has prompted transformations in businesses and workplaces. In 2020, City Library users looking to learn new technologies and enhance their skills participated in more than 80,000 online courses through LinkedIn Learning.

While all of our online resources saw a tremendous increase in use during 2020, LinkedIn Learning (previously known as Lynda.com) proved to be an especially valuable resource for our customers.

LinkedIn Learning offers thousands of video instruction courses on technology, business and creative topics — all taught by seasoned professionals. Access continues to be free for all City residents with a library card.

Most requested digital learning topics in 2020

- Photography & video editing
- Business writing
- Big data
- Microsoft Office skills
- 3D design
- Computer programming
- Graphic design
- Time management
- Intro to video conferencing & using Zoom

MONSTER

coding

If you think teaching the principles of computational thinking to young children sounds like a challenge, try using a puppet.

Librarian Kat Barrette was one of many library staff who helped City Library implement digital services in response to pandemic restrictions.

When the library closed its physical doors in March, Barrette raided the Children's Department for anything she could use in a program: Lego blocks, stuffed animals, Keva planks and lots of books. She was determined to keep at-home learning and discovery accessible for the library's youngest patrons.

"There is a huge tech deficit for children, and learning principles and concepts in a two-dimensional space — like a screen — can be challenging for knowledge retention," Barrette said.

Enter Woz: City Library's lovable, tech-savvy monster who helps copilot the popular "Teaching a Monster to Code" video series.

With Woz at her side, Barrette helps break down computational thinking

principles into easy-to-understand concepts in a screen-free sphere.

Puppeted and voiced by Barrette's partner, Chris Andrechuk, Woz has developed a personality all his own. Having an on-screen partner also has benefits for viewers. Woz illustrates a natural curiosity and childlike wonder in the absence of having a live, interactive program.

The series is extremely practical in its delivery.

"I wanted families to be able to use what they had at home so they could troubleshoot and practice the concepts on their own."

In one video, Woz and Barrette work together to write instructions for recycling a piece of paper. The idea? Learn about and practice programming and debugging in real time with a thoughtful, hands-on activity. Introducing the concepts online and encouraging children to practice offline on their own also gives little ones a break from long stretches of screentime.

"Children learn through play," Barrette said. "The goal is to remove as many barriers to that learning as possible." ■

Watch Kat & Woz on City Library's YouTube channel at youtube.com/c/NorthVancouverCityLibrary



330 PUZZLES & GAMES available to borrow



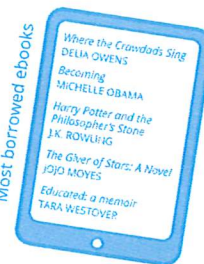
86,763
online courses taken



WHERE THE CRAWDADS SING
DELIA OWEN
AMERICAN DIRT
JEANNE CUMMINS
CAMINO WINDS
JOHN QUESADA
So you want to talk about race
LEONIA LUGO
BECOMING - MICHELLE OBAMA

Most borrowed physical books

503,126
titles borrowed



35,438
video views



YOUR Library IN NUMBERS 2020

93,095
ebooks & audiobooks checked out

24,861
audiobooks

68,234
ebooks



455,365
digital visits

20,979
people attended
856
programs



3,218
new ebooks & audiobooks purchased



11,849
takeout
items
borrowed



3,291
new library
cards issued

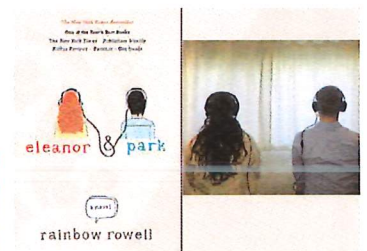
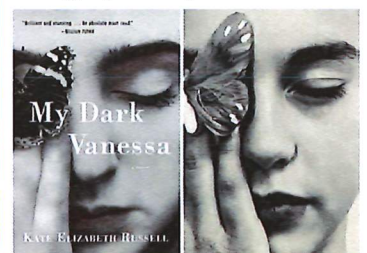
A year of resiliency

How we reinvented library services in a year that challenged us all

A mural by Erica and Maddy Phillips brightens the library's windows and Civic Plaza.



Our quarantine #BookCoverChallenge on Twitter had the community flexing their creativity.



Above: Library Services Assistant Lorendana Altieri prepares a new collection of board games for circulation in December. The library introduced board games and jigsaw puzzles to its permanent collection to help people spend meaningful, screen-free time together.

Left: Children's Librarian Karen Coyne walked more than 1,750 kilometres to and from her home to the library building. Nice kicks!

Below: City Library's takeout initiative helped community members receive thousands of books and other library materials during the building's closure.



Partner spotlight

North Shore Pride Alliance

City Library partners with more than 100 area organizations to help strengthen our community. This past year — one unlike any other — has highlighted the critical importance of these partnerships and the interconnectedness of the North Shore.

In 2020, the North Shore Pride Alliance (NSPA) reimagined their annual celebration in a virtual venue. City Library, in addition to helping with technical support of the virtual event, contributed a curated reading list and hosted NSPA co-founder Gary Woods for a special story time. We also participated in NSPA's virtual gala, "Pride 2020 Reimagined," with a special City Library staff segment highlighting our LGBTQ+ collection. ■

What you're saying

Comments from our year-end survey

The library is a great asset for the community — it provides a place to socialize, learn, teach, and have access to opportunities that otherwise would not be available to people who don't have the economic and physical means to do so.

I always feel welcome and have received very good service in my visits to this library. The Persian books are a very helpful source of knowledge to people who can read Persian, but not able to read English. It is much appreciated by many Persian community members. Kudos to the wonderful staff of this library!

Excellent work and congratulations for all for keeping the library open, particularly during COVID. Staff are helpful knowledgeable!

I love my library and appreciated all the library has to offer. It kept me sane more so during this pandemic. I rely heavily on the access of the library in keeping my mind active.

Love the library! Just like police and fire: an essential service!

What can you do in the Fresh Air Library?

Challenge your bubble
to a board game

Use the Wi-Fi

Watch the world go by

Read a book

Pluck the ukulele

Piece together a puzzle
Peruse the news

Play a round of euchre

Eat your lunch

CREATE VIBRANT SPACES



Before the pandemic, there were more than 350 places to sit in City Library — and sometimes even that wasn't enough for everyone who wanted to read or study or learn in the library. When public health and safety protocols restricted indoor seating, staff started looking for creative solutions.

In partnership with the City, we set up the Fresh Air Library in a corner of the Civic Plaza in September. With socially distanced seating, café tables, Wi-Fi access, a daily selection of newspapers, and surprise visits from the book bike, we've brought a little bit of the library to this popular outdoor community space. ■

// 2020 DONORS

We gratefully acknowledge the people and organizations who have financially contributed to the successes of City Library in the last year.



\$5,000+

G3 Terminal Vancouver
Betty & Dan Perrett

\$1,000 - \$4,999

Anonymous
Jean Hamilton
Rita Nash

\$301 - \$999

Anonymous
Shirley Cumberbatch
Christine Lilley
Daniel Ji
Margaret McPherson

UP TO \$300

Anonymous (5)
Animals.tv
Wendy Alden
Mary Anderson
Lyn Anglin
Kathleen Best
Christian Beaudrie
Alison Brookfield
Margery Hart
Deb Hutchison Koep
Houman Keyani
Delia Loucks
Meghan Mathieson
Jeffrey Rushen
Dorothy Watters
Eleanor & Edmund

GIFTS IN MEMORIAM

Gayle Woeste
Pratima Madan

SUSTAINING SUPPORT

City of North Vancouver
Province of British Columbia

2020 Board of Trustees

Leane Neufeld CHAIR	Emma Mendez TRUSTEE
Nadia Mallay VICE-CHAIR	Gillian Quigley TRUSTEE
Stephen Smith FINANCE CHAIR	Parveen Samji TRUSTEE
Jessica McIlroy CITY COUNCIL REPRESENTATIVE	Elisabeth Walker-Young TRUSTEE
Amir Hazi TRUSTEE	Ghazal Rezaei STUDENT ADVISORY TRUSTEE

2020 Leadership Team

Deb Hutchison Koep CHIEF LIBRARIAN	Monique Liddle BRANCH OPERATIONS & CUSTOMER EXPERIENCE
Wai-Lin Chee DEPUTY CHIEF LIBRARIAN	Leanna Wright ADMINISTRATIVE SERVICES
Mikale Fenton COMMUNITY, PROGRAM & SERVICE DEVELOPMENT	Walter Zicha COLLECTIONS & TECHNICAL SERVICES




Teens open a box of postcards and gifts from Shibu Maku School in Chiba, Japan in January, 2020. City Library teens participated in a cultural postcard exchange with the school in celebration of 50 years of the Sister City partnership with North Vancouver.

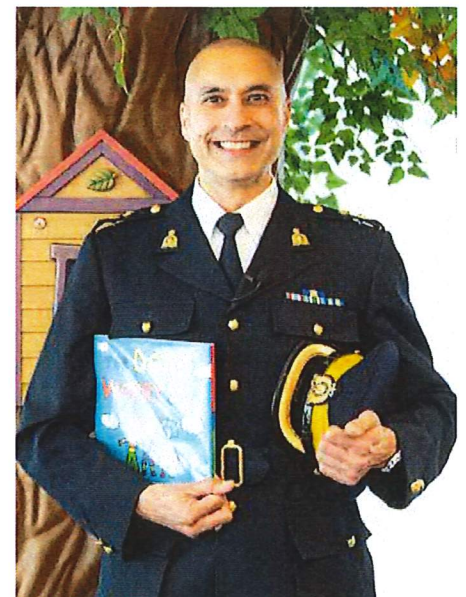


North Vancouver City Library
120 14th St. West
North Vancouver, B.C. V7M 1N9
Canada

Many local VIP storytellers donated their time to read for virtual programming in 2020.

*Top row from left: Gary Woods, North Shore Pride Alliance; City Councillor Jessica McIlroy.
Bottom row from left: Mayor Linda Buchanan; John Chapman, North Shore Emergency
Management Planning Officer; Clare Husk, Film and Community Events Coordinator;
North Vancouver RCMP Supt. Ghalib Bhayani.*

 NorthVanCityLibrary
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 North
Vancouver
City Library

 city
of north
vancouver

 MIX
Paper from
responsible sources
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 Department Manager	 Director	 CAO
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The Corporation of **THE CITY OF NORTH VANCOUVER**
FINANCE DEPARTMENT

REPORT

To: Mayor Linda Buchanan and Members of Council

From: Leslie Garber, Acting Director of Finance

Subject: 2021 FUNDING APPROPRIATIONS 2123 – 2126

Date: June 2, 2021 File No: 05-1705-30-0019/2021

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

RECOMMENDATION

PURSUANT to the report of the Acting Director of Finance, dated June 2, 2021, entitled "2021 Funding Appropriations 2123 – 2126":

THAT (Funding Appropriation #2123) an amount of \$570,000 be appropriated from the Capital General Reserve for the purpose of funding the 2021 Capital Plan;

THAT (Funding Appropriation #2124) an amount of \$908,443 be appropriated from the Tax Sale Land Interest Reserve for the purpose of funding the 2021 Capital Plan;

THAT (Funding Appropriation #2125) an amount of \$830,000 be appropriated from the Civic Amenity Reserve for the purpose of funding the 2021 Capital Plan;

THAT (Funding Appropriation #2126) an amount of \$146,757 be appropriated from the Infrastructure Reserve for the purpose of funding the 2021 Capital Plan;

AND THAT should any of the above amounts remain unexpended as at December 31, 2024, the unexpended balances shall be returned to the credit of the respective fund.

ATTACHMENTS

1. 2021 Capital Funding Allocation Detail by Source (CityDocs [2058870](#))
2. 2021 Project Sheets (CityDocs [2058882](#))

3. Supporting information for Engineering, Parks & Environment Appropriation Requests (CityDocs [2058845](#))

DISCUSSION

This report recommends that funds be appropriated so work can begin on some of the projects included in the 2021 Capital Plan. Appropriation is the final step in the funding of these projects and, if approved, will allow funds to be expended.

The listing of the projects being considered for appropriation at this time, sorted by funding source, is provided in Attachment #1 with the project sheets for each requested appropriation being provided in Attachment #2. Similar to the process adopted in 2020, staff will bring forward monthly appropriations for Council consideration through 2021 and, as such, partial appropriation for some projects is being requested at this time.

FINANCIAL IMPLICATIONS

Funding is included in the 2021-2030 Capital Plan presented to Council and is available for appropriation.

INTER-DEPARTMENTAL IMPLICATIONS

The 2021-2030 Capital Plan was developed in co-operation with all City departments. The appropriations for projects included in the Attachment #1 are at the recommendation of the respective departmental managers.

RESPECTFULLY SUBMITTED:



Leslie Garber
Acting Director of Finance

2021 Capital Funding Allocation Detail by Source
June 2 2021

Attachment 1

Appr #	Page	Funding Source	Description	Amount	Manager
2123	2-41	General Capital Reserve	Operations Yard Building Structural Review	30,000	Roy,Joel
2123	3-9	General Capital Reserve	Fell Avenue: Slope stability and Retaining Walls	100,000	Willock,Brian
2123	4-21	General Capital Reserve	Play Equipment Replacement	35,000	Priestley,Derek
2123	4-28	General Capital Reserve	Park & Greenways Trail Resurfacing	10,000	Priestley,Derek
2123	10-27	General Capital Reserve	Strategic & Corporate Planning	365,000	Reinhold,Heather
2123	10-32	General Capital Reserve	Environmental Strategy Implementation	30,000	Forsyth,Paul
Subtotal Appropriation #2123				\$ 570,000	
2124	2-12	Tax Sale Land Reserve - Interest	Maintenance, Repair & Replacement - Parks Buildings	25,200	Roy,Joel
2124	2-25	Tax Sale Land Reserve - Interest	John Braithwaite Community Centre	30,000	Kiang,Howard
2124	3-54	Tax Sale Land Reserve - Interest	Pavement Management: Streets and Lanes	853,243	Klochnyk,Jeff
Subtotal Appropriation #2124				\$ 908,443	
2125	3-28	Civic Amenity Reserve	New Pedestrian Crossing Facilities	480,000	Kuzmanovski,Kliment
2125	4-5	Civic Amenity Reserve	Victoria Park Washroom	350,000	Hunter,Mike
Subtotal Appropriation #2125				\$ 830,000	
2126	3-54	Infrastructure Reserve	Pavement Management: Streets and Lanes	146,757	Klochnyk,Jeff
Subtotal Appropriation #2126				\$ 146,757	
Grand total				\$ 2,455,200	

2021 PROJECT SHEETS

Attachment 2

Project Name: Department: Project Manager:		Maintenance, Repair & Replacement - Parks Buildings Facilities										2021 - 2030 Project Plan On-Going Program/Project			
		Project Type: Base Program						Date: 14-Jul-20							
Description:		Funding for maintenance, repair and replacement of equipment and building components.													
Purpose:		Maintenance, repair and replacement of the current building system components and equipment													
Alignment With Official Community Plan:		Goal 8.2: Employ a proactive approach to infrastructure maintenance and upgrades. Goal 8.3: Use innovative planning and design to ensure infrastructure longevity.													
Strategic Plan :		A City for People		A Livable City		A Vibrant City		A Connected City		A Prosperous City		Total			
Use percentages to allocate the project across the 5 strategic priorities		30%		50%		20%						100%			
Service Levels:		Impact on the service levels to the public as a result of the project <i>Addresses a current service level deficiency so level of service standard is achieved</i>				Notes: Continue operation and preservation of the City's built assets.									
COVID-19 Adaptation:		How significantly this project assists residents, local businesses and/or vulnerable populations under COVID-19 <i>No Impact</i>				Notes:									
Risk Assessment:		Impact of the project not proceeding to public health and/or occupational health and safety <i>Significant Impact</i>				Notes: The continued deterioration of the value of the current assets. Unplanned building system component failures with the associated operational disruption									
External Funding:		If applicable, specify funding agency/program <i>N/A</i>				<i>N/A</i>				Specify Funding Agency/Program:					
GHG Implications:		To deliver present and future programs at an appropriate public standard in an economical and environment friendly mode of operations and maintenance										Director Approval: Approved by B. Pearce on December 2, 2020			
		2011-2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget	TOTAL		
Funding Requirements															
City Funding (Fund Appropriation)		\$ 547,137	\$ 115,200	\$ 98,280	\$ 112,320	\$ 101,010	\$ 78,540	\$ 73,260	\$ 73,260	\$ 73,260	\$ 73,260	\$ 73,260	\$ 871,650		
External Funding/Contributions		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Total Project Expenditures		\$ 547,137	\$ 115,200	\$ 98,280	\$ 112,320	\$ 101,010	\$ 78,540	\$ 73,260	\$ 73,260	\$ 73,260	\$ 73,260	\$ 73,260	\$ 871,650		
Overhead Staffing (Engineering/Facilities)															
Specify as a percentage of funds appropriated			20%	17%	17%	11%	19%	11%	11%	11%	11%	11%			
Impact on Operations/Maintenance															
(Incremental to 2020 Base Year Operating Budget)															
Revenues		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Expenses net of recoveries(Include staffing)		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Staffing (FTE)															
Regular		-	-	-	-	-	-	-	-	-	-	-	-		
Temporary		2.5000	2.5000	2.5000	2.5000	2.5000	2.5000	2.5000	2.5000	2.5000	2.5000	2.5000			
Total Staffing		2.5000	2.5000	2.5000	2.5000	2.5000	2.5000	2.5000	2.5000	2.5000	2.5000	2.5000			

* Prior to creating new on-going programs, please contact the Manager, Financial Planning. For on-going programs and maintenance & replacement projects, please attach a list of the projects and funding (appropriation) requirements.

2020 PARKS DETAIL

Item	Description	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Totals
	Buildings:											
	Chris Zuehlke - Fieldhouse / Washroom / Little League				25,000							25,000
	Mahon Field House Concession/Washroom											-
	Fen Berdette Stadium											-
	Ray Perrault Washroom / Change Room											-
	Loutet Park - Fieldhouse											-
	Loutet Park - Washroom			30,000								30,000
	Heywood Park - Fieldhouse											-
	Heywood Park - Washroom/Hatchery											-
	Waterfront Park Washroom											-
	Maintenance (items below):	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000	450,000
	HVAC											-
	Plumbing/Hot water tanks											-
	Roofing											-
	Exterior Door/Cladding											-
	Interior Finishes/Flooring											-
	Painting Exterior/Interior											-
	Electrical/Lighting											-
	Services:											
	Site Services	11,000	11,000	11,000	11,000	11,000	11,000	11,000	11,000	11,000	11,000	110,000
	Security	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	100,000
	DDC / Security Program (Alarm)	30,000	18,000									48,000
	Subtotal	\$ 96,000	\$ 84,000	\$ 96,000	\$ 91,000	\$ 66,000	\$ 66,000	\$ 66,000	\$ 66,000	\$ 66,000	\$ 66,000	\$ 763,000
	Overhead Staffing	19,200	14,280	16,320	10,010	12,540	7,260	7,260	7,260	7,260	7,260	108,650
	Total Project 2021-2030	115,200	98,280	112,320	101,010	78,540	73,260	73,260	73,260	73,260	73,260	871,650

Project Name:	John Braithwaite Community Centre											2021 - 2030 Project Plan		
Department:	NVR&CC											Project Type: On-Going Program/Project		
Project Manager:	Howard Kiang											Date:	29-Jul-20	Base Program
Description:	Seniors kitchen cupboards/cabinets refurbishment.													
Purpose:	The Seniors kitchen has been well used over the past 15 years and requires refurbishment.													
Alignment With Official Community Plan:	OCP Goal 5.2: Support, enhance and maintain recreation as a vital aspect of a healthy community; Objective 5.2.1: Operate, maintain and improve the provision of indoor and outdoor recreation facilities.													
Strategic Plan : Use percentages to allocate the project across the 5 strategic priorities	A City for People		A Livable City		A Vibrant City		A Connected City		A Prosperous City		Total			
	70%		10%		10%		10%				100%			
Service Levels: Impact on the service levels to the public as a result of the project	Increases level of service				John Braithwaite CC provides an opportunity for people to connect with others and to pursue various activities to support their health and well-being. The kitchen is a well used amenity that is key to many of the senior services and also supports other services in the centre									
COVID-19 Adaptation: How significantly this project assists residents, local businesses and/or vulnerable populations under COVID-19	No Impact				The kitchen area of this centre provides opportunities for cooking programs and meal services to residents.									
Risk Assessment: Impact of the project not proceeding to public health and/or occupational health and safety	Low Impact				A kitchen that cannot function properly and may not meet Health Authority regulations, resulting in service gaps and possibly a decrease in rentals									
External Funding: If applicable, specify funding agency/program	N/A				N/A				Specify Funding Agency/Program					
GHG Implications: Discuss GHG considerations for all projects. Provide figures for Fleet, Facilities and any project with readily available information.	None								Director Approval: Approved by H. Turner on December 2, 2020					
	2011-2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget	TOTAL		
Funding Requirements														
City Funding (Fund Appropriation)	\$ -	\$ 30,000	\$ 75,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 505,000		
External Funding/Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Total Project Expenditures	\$ -	\$ 30,000	\$ 75,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 505,000		
Overhead Staffing (Engineering/Facilities) Specify as a percentage of funds appropriated		0%	0%	0%	0%	0%	0%	0%	0%	0%	0%			
Impact on Operations/Maintenance (Incremental to 2020 Base Year Operating Budget)														
Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Expenses net of recoveries(Include staffing)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Staffing (FTE)														
Regular	-	-	-	-	-	-	-	-	-	-	-	-		
Temporary	-	-	-	-	-	-	-	-	-	-	-	-		
Total Staffing	-	-	-	-	-	-	-	-	-	-	-	-		

* Prior to creating new on-going programs, please contact the Manager, Financial Planning. For on-going programs and maintenance & replacement projects, please attach a list of the projects and funding (appropriation) requirements.

NVRC - John Braithwaite Community Centre

29-Jul-20

Item	Description	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Totals
1	Seniors Kitchen cupboards/cabinets refurbishment	\$30,000										\$30,000
2	Changeroom lockers replacement		\$75,000									\$75,000
3	Exterior awnings refurbishment			\$50,000								\$50,000
4	Allowance for future years				\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$350,000
		\$30,000	\$75,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$505,000

Project Name:	Operations Yard Building Structural Review											2021 - 2030 Project Plan			
Department:	Facilities											Project Type:		Other Projects	
Project Manager:	Joel Roy											Date: 14-Jul-20		New Initiative	
Description:	Funding for a structural assessment of roof structure (to allow for winch integration) and mezzaine structures.														
Purpose:	Structural review of roof structure and mezzaine at Operations Yard to allow for improvements for operational efficiencies.														
Alignment With Official Community Plan:	8.2: Employ a proactive approach to infrastructure maintenance and upgrades. Goal 8.3: Use innovative planning and design to ensure infrastructure longevity.														
Strategic Plan :	A City for People	A Livable City		A Vibrant City		A Connected City		A Prosperous City		Total					
Use percentages to allocate the project across the 5 strategic priorities	35%	30%		35%						100%					
Service Levels: Impact on the service levels to the public as a result of the project	<i>Increases level of service</i>			Notes:											
COVID-19 Adaptation: How significantly this project assists residents, local businesses and/or vulnerable populations under COVID-19	<i>No Impact</i>			Notes:											
Risk Assessment: Impact of the project not proceeding to public health and/or occupational health and safety	<i>Moderate Impact</i>			Notes:											
External Funding: If applicable, specify funding agency/program	<i>N/A</i>			<i>N/A</i>		Specify Funding Agency/Program:									
GHG Implications: Discuss GHG considerations for all projects. Provide figures for Fleet, Facilities and any project with readily available information.	N/A							Director Approval: Approved by B. Pearce on December 2, 2020							
	2011-2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget	TOTAL			
Funding Requirements															
City Funding (Fund Appropriation)	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000			
External Funding/Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Total Project Expenditures	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000			
Overhead Staffing (Engineering/Facilities) Specify as a percentage of funds appropriated		20%	0%	0%	0%	0%	0%	0%	0%	0%	0%				
Impact on Operations/Maintenance (Incremental to 2020 Base Year Operating Budget)															
Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Expenses net of recoveries(Include staffing)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Staffing (FTE)															
Regular	-	-	-	-	-	-	-	-	-	-	-	-			
Temporary	2.5000	-	-	-	-	-	-	-	-	-	-	-			
Total Staffing	2.5000	-	-	-	-	-	-	-	-	-	-	-			

* Prior to creating new on-going programs, please contact the Manager, Financial Planning. For on-going programs and maintenance & replacement projects, please attach a list of the projects and funding (appropriation) requirements.

Project Name:	Fell Avenue: Slope stability and Retaining Walls											2021 - 2030 Project Plan
Department:	Engineering: Streets											Maintenance & Replacement
Project Manager:	Brian Willock											Base Program
Description:	Project comprises two components: First it to assess existing retaining walls along north side of roadway which are deteriorated and unsightly and recommend remedial action to repair or replace; Second component is to assess stability of steep slope on the south side of roadway and recommend actions to stabilize the existing roadside barriers.											
Purpose:	To assess slope stability and design repairs to existing failing infrastructure (retaining wall on north side and roadside barriers on south side).											
Alignment With Official Community Plan:	Chapter 2 supports a safe, accessible, resilient and affordable transportation system; Chapter 8 employ a proactive approach to infrastructure maintenance and upgrades.											
Strategic Plan : Use percentages to allocate the project across the 5 strategic priorities	A City for People	A Livable City		A Vibrant City		A Connected City		A Prosperous City		Total		
						100%				100%		
Service Levels: Impact on the service levels to the public as a result of the project	Addresses a current service level deficiency so level of service standard is achieved			Existing north side retaining wall is unsightly and long-term stability is in uncertain; Roadside barriers on south side of road must be repositioned frequent due to slope movement and/or settlement.								
COVID-19 Adaptation: How significantly this project assists residents, local businesses and/or vulnerable populations under COVID-19	No Impact			Notes:								
Risk Assessment: Impact of the project not proceeding to public health and/or occupational health and safety	Low Impact			Current impact on safety is low, however risk will increase over time if infrastructure is not repaired/replaced.								
External Funding: If applicable, specify funding agency/program	N/A			N/A			Specify Funding Agency/Program					
GHG Implications: Discuss GHG considerations for all projects. Provide figures for Fleet, Facilities and any project with readily available information.	No Impact							Director Approval: Approved by D. Pope on December 2, 2020				
	2011-2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget	TOTAL
Funding Requirements												
City Funding (Fund Appropriation)	\$ 50,000	\$ 100,000	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600,000
External Funding/Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Project Expenditures	\$ 50,000	\$ 100,000	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600,000
Overhead Staffing (Engineering/Facilities) Specify as a percentage of funds appropriated		3%	3%	0%	0%	0%	0%	0%	0%	0%	0%	
Impact on Operations/Maintenance (Incremental to 2020 Base Year Operating Budget)												
Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenses net of recoveries(Include staffing)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Staffing (FTE)												
Regular	-	-	-	-	-	-	-	-	-	-	-	-
Temporary	-	-	-	-	-	-	-	-	-	-	-	-
Total Staffing	-	-	-	-	-	-	-	-	-	-	-	-

* Prior to creating new on-going programs, please contact the Manager, Financial Planning. For on-going programs and maintenance & replacement projects, please attach a list of the projects and funding (appropriation) requirements.

Project Name:	New Pedestrian Crossing Facilities											2021 - 2030 Project Plan			
Department:	Engineering: Traffic											Project Type:		New Capital Asset	
Project Manager:	Kliment Kuzmanovski											Date: July 31/20		New Initiative	
Description:	It is proposed to implement engineering measures to improve safety to all road users at signalized and unsignalized intersections, including implementation of left turn protected signal phases, installation of corner bulges at various locations and conducting conflict analysis studies.														
Purpose:	It is proposed to implement engineering measures to improve safety of vulnerable road users including implementation of enhanced crosswalks, corner bulges and other upgrades and modifications at various locations.														
Alignment With Official Community Plan:	2.1.1 Invest in cycling and pedestrian networks and facilities to make these more attractive, safer, and convenient transportation choice for all ages and abilities with an aim to increase these ways of travelling over single-occupant vehicle use.														
Strategic Plan :	A City for People		A Livable City		A Vibrant City		A Connected City		A Prosperous City		Total				
Use percentages to allocate the project across the 5 strategic priorities							100%				100%				
Service Levels:	<i>Increases level of service</i>				Notes:										
Impact on the service levels to the public as a result of the project															
COVID-19 Adaptation:	<i>Significant Impact</i>				Notes:										
How significantly this project assists residents, local businesses and/or vulnerable populations under COVID-19															
Risk Assessment:	<i>Significant Impact</i>				Notes:										
Impact of the project not proceeding to public health and/or occupational health and safety															
External Funding:	<i>Other Contribution</i>				<i>Other</i>		Specify Funding Agency/Program								
If applicable, specify funding agency/program							Translink, ICBC								
GHG Implications:	With the new traffic signals, more vulnerable road users crossing busy roads will be encouraged to select sustainable mode of transportation, so GHG emission would be reduced.											Director Approval:			
Discuss GHG considerations for all projects. Provide figures for Fleet, Facilities and any project with readily available information.												Approved by D. Pope on December 2, 2020			
	2011-2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget	TOTAL			
Funding Requirements															
City Funding (Fund Appropriation)	\$ 450,000	\$ 1,710,000	\$ 645,000	\$ 670,000	\$ 500,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 5,325,000			
External Funding/Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Total Project Expenditures	\$ 450,000	\$ 1,710,000	\$ 645,000	\$ 670,000	\$ 500,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 5,325,000			
Overhead Staffing (Engineering/Facilities)															
Specify as a percentage of funds appropriated		3%	3%	3%	3%	3%	3%	3%	3%	3%	3%				
Impact on Operations/Maintenance															
(Incremental to 2020 Base Year Operating Budget)															
Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Expenses net of recoveries(Include staffing)	\$ 4,100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Total	\$ (4,100)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Staffing (FTE)															
Regular		0.2000	0.2000	0.2000	0.2000	0.2000	0.2000	0.2000	0.2000	0.2000	0.2000				
Temporary		-	-	-	-	-	-	-	-	-	-				
Total Staffing		0.2000	0.2000	0.2000	0.2000	0.2000	0.2000	0.2000	0.2000	0.2000	0.2000				

* Prior to creating new on-going programs, please contact the Manager, Financial Planning. For on-going programs and maintenance & replacement projects, please attach a list of the projects and funding (appropriation) requirements.

Attachment to New Pedestrian Crossing Facilities

Locations	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total Cost of Project
Chesterfield & 16th, 18th, 22nd (Special Crosswalks) - Design	60,000	-	-	-	-	-	-	-	-	-	60,000
Chesterfield & 16th, 18th, 22nd (Special Crosswalks) - Construction	-	450,000	-	-	-	-	-	-	-	-	450,000
St George's & 29th St (Special Crosswalk) - Design	-	15,000	-	-	-	-	-	-	-	-	15,000
St George's & 29th St (Special Crosswalk) - Construction	-	-	150,000	-	-	-	-	-	-	-	150,000
Turning Movement Data Collection	20,000	-	-	-	-	-	-	-	-	-	20,000
Esplanade & St George's Safety Improvements - Construction	450,000	-	-	-	-	-	-	-	-	-	450,000
WB Cyclists Ramp (Construction) - Cotton at Brooksbank	30,000	-	-	-	-	-	-	-	-	-	30,000
Esplanade at Forbes SE Corner bollards (Construction)	30,000	-	-	-	-	-	-	-	-	-	30,000
St Andrews at Keith Rd RRFB elec construction	350,000	-	-	-	-	-	-	-	-	-	350,000
Chesterfield at 15th Street (LT bays, markings, civil work)	30,000	-	-	-	-	-	-	-	-	-	30,000
Lonsdale at 15th St (Design and Markings - add EB-WB LT bays, loops, elec construction)	30,000	-	-	-	-	-	-	-	-	-	30,000
Scramble Traffic Signal Pilot Project	-	-	100,000	-	-	-	-	-	-	-	100,000
Raised Intersection and speed hump (Design and Construction), request by Holy Trinity SRTS	-	80,000	-	-	-	-	-	-	-	-	80,000
EGBLVD at E 9th St (Construction) RRFB	-	-	100,000	-	-	-	-	-	-	-	100,000
EGBLVD at E 11th St (Construction) RRFB or Overhead	-	-	100,000	-	-	-	-	-	-	-	100,000
EGBLVD at E 17th St (Construction) RRFB or Overhead	-	-	100,000	-	-	-	-	-	-	-	100,000
St Georges at E 10th St (Construction) RRFB or Overhead	-	-	-	100,000	-	-	-	-	-	-	100,000
St Georges at E 11th St (Construction) RRFB or Overhead	-	-	-	100,000	-	-	-	-	-	-	100,000
WGBLVD at E 19th St (Construction) RRFB, design completed in 2019	-	-	-	100,000	-	-	-	-	-	-	100,000
WGBLVD at E 15th St (Construction) RRFB	-	100,000	-	-	-	-	-	-	-	-	100,000
WGBLVD at E 11th St (Design) RRFB	-	-	10,000	-	-	-	-	-	-	-	10,000
WGBLVD at E 11th St (Construction) RRFB	-	-	-	100,000	-	-	-	-	-	-	100,000
WGBLVD at E 9th St (Design) RRFB	-	-	10,000	-	-	-	-	-	-	-	10,000
WGBLVD at E 9th St (Construction) RRFB	-	-	-	100,000	-	-	-	-	-	-	100,000
WGBLVD at E 13th St (Design) RRFB	10,000	-	-	-	-	-	-	-	-	-	10,000
WGBLVD at E 13th St (Construction) RRFB	-	-	100,000	-	-	-	-	-	-	-	100,000
Keith Rd at Ridgeway (Design and Construction of Overhead Flashers Special Crosswalk, committed through Ridgeway Schoolzone Safety Review Project	350,000										350,000
Keith Rd at Moody (Design and Construction of Overhead Flashers Special Crosswalk, committed through Ridgeway Schoolzone Safety Review Project	350,000										350,000
Locations TBD	-	-	-	-	300,000	300,000	300,000	300,000	300,000	300,000	1,800,000
	-	-	-	-	-	-	-	-	-	-	-
TOTAL COST	1,710,000	645,000	670,000	500,000	300,000	300,000	300,000	300,000	300,000	300,000	5,325,000

Project Name:	Pavement Management: Streets and Lanes												2021 - 2030 Project Plan		
Department:	Engineering: Streets												Project Type:		
Project Manager:	Bruce Bowman												On-Going Program/Project		
	Date: July 31/20												Base Program		
Description:	Cracksealing, patching, resurfacing and reconstructing pavements in streets and lanes to preserve or extend the useful life and may also include replacing sections of curbs, curb and gutter, and/or sidewalks. Will also include periodic pavement condition data collection.														
Purpose:	Maintain service levels and extend useful life of pavements in streets and lanes by implementing timely and cost-effective pavement maintenance and rehabilitation strategies.														
Alignment With Official Community Plan:	Chapter 8 Municipal Services & Infrastructure (provide the community with public infrastructure that protects the natural environment at an affordable cost); Chapter 2 Transportation, Mobility & Access (support a safe, accessible, resilient and affordable transportation system).														
Strategic Plan :	A City for People			A Livable City			A Vibrant City			A Connected City			A Prosperous City		Total
Use percentages to allocate the project across the 5 strategic priorities										100%					100%
Service Levels:				Notes:											
Impact on the service levels to the public as a result of the project	Increases level of service														
COVID-19 Adaptation:				Notes:											
How significantly this project assists residents, local businesses and/or vulnerable populations under COVID-19	Low Impact														
Risk Assessment:				Notes:											
Impact of the project not proceeding to public health and/or occupational health and safety	Low Impact														
External Funding:							Specify Funding Agency/Program								
If applicable, specify funding agency/program	N/A			N/A											
GHG Implications:	While actual quantities are unknown, this operation is GHG intensive in that it requires heavy equipment and trucks for all aspects of the work, and the asphalt used is derived from crude oil which is heated to approximately 400 C before it can be used for cracksealing, patching, or for paving.												Director Approval:		
Discuss GHG considerations for all projects. Provide figures for Fleet, Facilities and any project with readily available information.													Approved by D. Pope February 3, 2021		
	2011-2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget	TOTAL			
Funding Requirements															
City Funding (Fund Appropriation)	\$ 19,265,750	\$ 1,500,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 19,500,000			
External Funding/Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Total Project Expenditures	\$ 19,265,750	\$ 1,500,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 19,500,000			
Overhead Staffing (Engineering/Facilities)															
Specify as a percentage of funds appropriated		0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%			
Impact on Operations/Maintenance															
(Incremental to 2020 Base Year Operating Budget)															
Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Expenses net of recoveries(Include staffing)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Staffing (FTE)															
Regular	-	-	-	-	-	-	-	-	-	-	-	-			
Temporary	-	-	-	-	-	-	-	-	-	-	-	-			
Total Staffing	-	-	-	-	-	-	-	-	-	-	-	-			

* Prior to creating new on-going programs, please contact the Manager, Financial Planning. For on-going programs and maintenance & replacement projects, please attach a list of the projects and funding (appropriation) requirements.

Project Name:	Victoria Park Washroom											2021 - 2030 Project Plan	
Department:	Engineering: Parks & Environment											Project Type:	New Capital Asset
Project Manager:	Mike Hunter											Date: July 31/20	New Initiative
Description:	This project involves the design and installation of a small permanent public washroom for Victoria Park. The washroom location will integrate into the existing park space and the structure will be designed to accommodate a currently underground Pressure Release Valve for the City's drinking water system.												
Purpose:	To provide access to Improved facilities for park visitors and Green Necklace users. Enhanced facilities will increase walkability of the area and provide regular rest stations along the Green Necklace route. A washroom facility in this location addresses an identified gap in supply of public washrooms and supports enhanced programming of the park. Public washrooms also provide essential services to the vulnerable populations.												
Alignment With Official Community Plan:	This project supports the goals and objectives of Chapter 5 of the OCP, by undertaking improvements to park infrastructure that reflects the communities needs and expectations.												
Strategic Plan :	A City for People	A Livable City			A Vibrant City			A Connected City			A Prosperous City		Total
Use percentages to allocate the project across the 5 strategic priorities	20%	40%			20%			10%			10%		100%
Service Levels: Impact on the service levels to the public as a result of the project	<i>Increases level of service</i>				Increased access to public washrooms has been identified as a priority by Council and the public.								
COVID-19 Adaptation: How significantly this project assists residents, local businesses and/or vulnerable populations under COVID-19	<i>Moderate Impact</i>				Demand for access to public open space has increased with COVID and the addition of washrooms helps support this increased activity while also supporting vulnerable populations.								
Risk Assessment: Impact of the project not proceeding to public health and/or occupational health and safety	<i>Moderate Impact</i>				The provision of public washrooms helps promote personal hygiene and public health.								
External Funding: If applicable, specify funding agency/program	N/A				N/A			Specify Funding Agency/Program					
GHG Implications: Discuss GHG considerations for all projects. Provide figures for Fleet, Facilities and any project with readily available information.	Short-term: Limited GHG emissions associated with construction (fuel and materials).								Director Approval: Approved by D. Pope on December 2, 2020				
	2011-2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget	TOTAL	
Funding Requirements													
City Funding (Fund Appropriation)	\$ -	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350,000	
External Funding/Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total Project Expenditures	\$ -	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350,000	
Overhead Staffing (Engineering/Facilities) Specify as a percentage of funds appropriated		1%	0%	0%	0%	0%	0%	0%	0%	0%	0%		
Impact on Operations/Maintenance (Incremental to 2020 Base Year Operating Budget)													
Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	
Expenses net of recoveries(Include staffing)	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	
Total	\$ -	\$ (10,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	
Staffing (FTE)													
Regular	-	-	-	-	-	-	-	-	-	-	-	-	
Temporary	-	-	-	-	-	-	-	-	-	-	-	-	
Total Staffing	-	-	-	-	-	-	-	-	-	-	-	-	

* Prior to creating new on-going programs, please contact the Manager, Financial Planning. For on-going programs and maintenance & replacement projects, please attach a list of the projects and funding (appropriation) requirements.

Project Name:	Play Equipment Replacement											2021 - 2030 Project Plan			
Department:	Engineering: Parks & Environment											Project Type:		On-Going Program/Project	
Project Manager:	Derek Priestley											Date: July 31/20		Base Program	
Description:	The ongoing play equipment renewal and replacement program in 18 City parks.														
Purpose:	The purpose of the play equipment replacement program is to ensure that the City has safe, high-quality play equipment at all times. Worn pieces of equipment are replaced at the end of their useful life, to ensure that our playgrounds are up to date and meet the evolving safety standards in a reasonable fashion.														
Alignment With Official Community Plan:	This project supports the goals and objectives of Chapters 5 and 8 of the OCP, by protecting and maintaining new and existing public infrastructure and amenities, enhancing public safety, and providing safe spaces for play as a part of a complete community.														
Strategic Plan :	A City for People		A Livable City		A Vibrant City		A Connected City		A Prosperous City		Total				
Use percentages to allocate the project across the 5 strategic priorities	10%		80%		10%						100%				
Service Levels: Impact on the service levels to the public as a result of the project	Addresses a current service level deficiency so level of service standard is achieved				This funding is to replace existing play equipment that is damaged or worn out in order to maintain existing service levels										
COVID-19 Adaptation: How significantly this project assists residents, local businesses and/or vulnerable populations under COVID-19	Moderate Impact				Demand for access to public open space has significantly increased as a result of COVID-19 .										
Risk Assessment: Impact of the project not proceeding to public health and/or occupational health and safety	Significant Impact				Replacing damaged playground equipment in a timely manner is essential to maintaining safe access to City parks.										
External Funding: If applicable, specify funding agency/program	N/A				N/A		Specify Funding Agency/Program								
GHG Implications: Discuss GHG considerations for all projects. Provide figures for Fleet, Facilities and any project with readily available information.	Short-term: Limited GHG emissions associated with construction (fuel and materials).							Director Approval: Approved by D. Pope on December 2, 2020							
	2011-2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget	TOTAL			
Funding Requirements															
City Funding (Fund Appropriation)	\$ 175,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 105,000			
External Funding/Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Total Project Expenditures	\$ 175,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 105,000			
Overhead Staffing (Engineering/Facilities) Specify as a percentage of funds appropriated		0%	0%	0%	0%	0%	0%	0%	0%	0%	0%				
Impact on Operations/Maintenance (Incremental to 2020 Base Year Operating Budget)															
Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Expenses net of recoveries(Include staffing)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Staffing (FTE)															
Regular	-	-	-	-	-	-	-	-	-	-	-	-			
Temporary	-	-	-	-	-	-	-	-	-	-	-	-			
Total Staffing	-	-	-	-	-	-	-	-	-	-	-	-			

* Prior to creating new on-going programs, please contact the Manager, Financial Planning. For on-going programs and maintenance & replacement projects, please attach a list of the projects and funding (appropriation) requirements.

Project Name:	Park & Greenways Trail Resurfacing											2021 - 2030 Project Plan	
Department:	Engineering: Parks & Environment											Project Type:	On-Going Program/Project
Project Manager:	Derek Priestley											Date: July 31/20	Base Program
Description:	Annual repairs to paved trails and greenways												
Purpose:	The focus of this project is to enhance the safety of pathways in Parks by repairing sections that have been damaged by tree roots, weathering or other forms of degradation. This programs funds work necessary to ensure compliance with the City's Sidewalks and Paved Multi-Use Trails Inspections and Response Policy.												
Alignment With Official Community Plan:	This project supports OCP objective 5.1.2 , to ensure access to a range of outdoor recreational pursuits and facilities for community members of all ages and abilities. It is also in line with objective 5.1.4, to undertake maintenance and improvements to parks, greenways, open spaces and outdoor recreation facilities to reflect the community's needs and expectations.												
Strategic Plan :	A City for People	A Livable City			A Vibrant City			A Connected City			A Prosperous City		Total
Use percentages to allocate the project across the 5 strategic priorities		50%						50%					100%
Service Levels:	<i>Addresses a current service level deficiency so level of service standard is achieved</i>				Timely repairs of hazardous conditions ensures that current service levels can be maintained.								
Impact on the service levels to the public as a result of the project													
COVID-19 Adaptation:	<i>Moderate Impact</i>				The City's trail system, particularly the Spirit Trail and Green Necklace have seen significant increases in use during COVID								
How significantly this project assists residents, local businesses and/or vulnerable populations under COVID-19													
Risk Assessment:	<i>Significant Impact</i>				Repairs are made to paved surfaces to ensure public safety and in accordance with City policy.								
Impact of the project not proceeding to public health and/or occupational health and safety													
External Funding:	<i>N/A</i>				<i>N/A</i>			Specify Funding Agency/Program					
If applicable, specify funding agency/program													
GHG Implications:	Minor GHG emissions associated with the asphalt repair.										Director Approval:		
Discuss GHG considerations for all projects. Provide figures for Fleet, Facilities and any project with readily available information.											Approved by D. Pope on December 2, 2020		
	2011-2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget	TOTAL	
Funding Requirements													
City Funding (Fund Appropriation)	\$ 50,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 100,000	
External Funding/Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total Project Expenditures	\$ 50,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 100,000	
Overhead Staffing (Engineering/Facilities)													
Specify as a percentage of funds appropriated		0%	0%	0%	0%	0%	0%	0%	0%	0%	0%		
Impact on Operations/Maintenance													
(Incremental to 2020 Base Year Operating Budget)													
Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Expenses net of recoveries(Include staffing)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Staffing (FTE)													
Regular	-	-	-	-	-	-	-	-	-	-	-	-	
Temporary	-	-	-	-	-	-	-	-	-	-	-	-	
Total Staffing	-	-	-	-	-	-	-	-	-	-	-	-	

* Prior to creating new on-going programs, please contact the Manager, Financial Planning. For on-going programs and maintenance & replacement projects, please attach a list of the projects and funding (appropriation) requirements.

Project Name:	Strategic & Corporate Planning											2021 - 2030 Project Plan	
Department:	Strategic & Corporate Services											Other Projects	
Project Manager:	Heather Reinhold											Date: 14-Jul-20	
Description:	Development of Corporate Business Planning and tracking of accomplishments and measurements of both Corporate Business Plan and Council Strategic Plan. Establishment of process coordination with financial planning and reporting. Funding will be used for consulting services and TFT positions.												
Purpose:	The purpose of this initiative is to ensure there are consistent and clear goals and objectives for the organization over the term of the current Council.												
Alignment With Official Community Plan:	The development of strategic and business plans will be conducted utilizing OCP as direction.												
Strategic Plan :	A City for People	A Livable City		A Vibrant City		A Connected City		A Prosperous City		Total			
Use percentages to allocate the project across the 5 strategic priorities	20%	20%		20%		20%		20%		100%			
Service Levels: Impact on the service levels to the public as a result of the project	<i>Increases level of service</i>				Notes:								
COVID-19 Adaptation: How significantly this project assists residents, local businesses and/or vulnerable populations under COVID-19	<i>Moderate Impact</i>				Notes:								
Risk Assessment: Impact of the project not proceeding to public health and/or occupational health and safety	<i>Moderate Impact</i>				Notes: Decreased ability for Council and staff to prioritize and evaluate individual initiatives.								
External Funding: If applicable, specify funding agency/program	<i>N/A</i>				<i>N/A</i>		Specify Funding Agency/Program:						
GHG Implications: Discuss GHG considerations for all projects. Provide figures for Fleet, Facilities and any project with readily available information.	The impacts on GHG will depend on objectives set within the plans								Director Approval: Approved by B. Pearce on December 2, 2020				
	2011-2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget	TOTAL	
Funding Requirements													
City Funding (Fund Appropriation)	\$ 400,000	\$ 431,473	\$ -	\$ -	\$ 492,679	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 924,152	
External Funding/Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total Project Expenditures	\$ 400,000	\$ 431,473	\$ -	\$ -	\$ 492,679	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 924,152	
Overhead Staffing (Engineering/Facilities) Specify as a percentage of funds appropriated		1%	0%	0%	1%	0%	0%	0%	0%	0%	0%		
Impact on Operations/Maintenance (Incremental to 2020 Base Year Operating Budget)													
Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Expenses net of recoveries (Include staffing)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Staffing (FTE)													
Regular	-	-	-	-	-	-	-	-	-	-	-	-	
Temporary	1.7500	1.7500	1.7500	1.7500	1.7500	1.7500	1.7500	-	-	-	-	-	
Total Staffing	1.7500	1.7500	1.7500	1.7500	1.7500	1.7500	1.7500	-	-	-	-	-	

* Prior to creating new on-going programs, please contact the Manager, Financial Planning. For on-going programs and maintenance & replacement projects, please attach a list of the projects and funding (appropriation) requirements.



Project Name:	Environmental Strategy Implementation											2021 - 2030 Project Plan	
Department:	Planning & Development: Environmental Sustainability											Project Type: On-Going Program/Project	
Project Manager:	Caroline Jackson											Base Program	
	Description: The Environmental Sustainability Strategy project will develop and implement a City-wide strategy to support Council's Liveable City Strategic Plan priorities. The strategy will outline action-oriented priorities, and implementation of the actions will provide a clear path towards achieving Council's ambitious emissions reduction target of a 80% reduction by 2040 and net zero emissions by 2050. Actions will be implemented in the following areas: climate action, climate resilience, ecosystem health, and zero waste.												
	Purpose: This project will develop and implement the City's Environmental Sustainability Strategy to support Council's Liveable City Strategic Plan priorities and will ensure the City is on track to meet Council's 2040 and 2050 emissions reduction targets. The strategy will be developed with strong internal and external engagement and in collaboration with Council's new Climate and Environment Advisory Task Force.												
Alignment With Official Community Plan:	This project supports the City's greenhouse gas reduction targets, policies and actions as stated in the City's OCP.												
Strategic Plan :	A City for People	A Livable City			A Vibrant City			A Connected City		A Prosperous City		Total	
Use percentages to allocate the project across the 5 strategic priorities	25%	50%			5%			10%		10%		100%	
Service Levels: Impact on the service levels to the public as a result of the project	<i>Addresses a current service level deficiency so level of service standard is achieved</i>				Notes: Without a comprehensive environment strategy, the City will not be able to continue its leadership in environmental sustainability and will not meet Council's new climate targets.								
COVID-19 Adaptation: How significantly this project assists residents, local businesses and/or vulnerable populations under COVID-19	<i>Moderate Impact</i>				Notes: This project reduces harmful emissions resulting in better local air quality conditions for vulnerable populations.								
Risk Assessment: Impact of the project not proceeding to public health and/or occupational health and safety	<i>Moderate Impact</i>				Notes: By reducing energy use and emissions in its corporate operations the City is improving local air quality, demonstrating leadership to the community, and providing long term operational savings.								
External Funding: If applicable, specify funding agency/program	<i>Provincial Contribution</i>				<i>Other</i>			Specify Funding Agency/Program BC Hydro					
GHG Implications: Discuss GHG considerations for all projects. Provide figures for Fleet, Facilities and any project with readily available information.	This project comprises the City's roadmap for implementing measures over the next five years to reduce corporate and community emissions. A robust strategy combined with concerted implementation efforts will be required to achieve the City's new ambitious targets of 80% emissions reduction by 2040 and 100% reduction by 2050.								Director Approval: Approved by M. Epp on December 2, 2020				
	2011-2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget	TOTAL	
Funding Requirements													
City Funding (Fund Appropriation)	\$ 225,000	\$ 200,000	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350,000	
External Funding/Contributions	\$ -	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	
Total Project Expenditures	\$ 225,000	\$ 250,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 450,000	
Overhead Staffing (Engineering/Facilities) Specify as a percentage of funds appropriated		0%	0%	0%	0%	0%	0%	0%	0%	0%	0%		
Impact on Operations/Maintenance (Incremental to 2020 Base Year Operating Budget)													
Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	
Expenses net of recoveries(Include staffing)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	
Staffing (FTE)													
Regular	-	-	-	-	-	-	-	-	-	-	-	-	
Temporary	-	-	-	-	-	-	-	-	-	-	-	-	
Total Staffing	-	-	-	-	-	-	-	-	-	-	-	-	

* Prior to creating new on-going programs, please contact the Manager, Financial Planning. For on-going programs and maintenance & replacement projects, please attach a list of the projects and funding (appropriation) requirements.

Supporting Information for Engineering, Parks & Environment Appropriation Requests

	Project Name	June 14	Comments
3-9	Fell Ave Slope Stability and Retaining Walls	100,000	Consultant to investigate and design remedy for deteriorating retaining walls and on-going slope movement
3-28	New Pedestrian Crossing Facilities	480,000	\$450K for Esplanade at St Georges intersection safety improvements and \$30K for Esplanade and Forbes curve safety upgrades. Will be coordinated with Esplanade Complete Streets Project
3-54	Pavement Management: Streets and Lanes	1,000,000	repaving Brooksbank: Cotton to E. Keith & Grand Blvd: Moody to E 23rd
4-4	Mahon Park Washroom and Covered Open Space	1,500,000	Funding to be appropriated via separate Council Report. Coordinate with Mahon Childcare project.
4-5	Victoria Park Washroom	350,000	Begin planning and design process. Design and construction to be coordinated with Utilities project to upgrade pressure reducing valve (PRV) station.
4-21	Play Equipment Replacement	35,000	Replacement of broken or ageing playground equipment that is not included as part of a larger scale park renovation project.
4-28	Park and Greenway Trail Resurfacing	10,000	Repairs to paved trail surfacing and pavement markings to ensure safety.



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

REPORT

To: Mayor Linda Buchanan and Members of Council

From: Dianna Foldi, Sr. Project Manager, Strategic Initiatives
Michael Hunter, Manager, Parks and Environment

SUBJECT: MAHON PARK CHILDCARE AND OUTDOOR COVERED SPACE &
WASHROOM – FUNDING APPROPRIATION

Date: May 26, 2021 File No: 02-0800-30-0028/1

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

RECOMMENDATION:

PURSUANT to the report of the Sr. Project Manager, Strategic Initiatives and Manager, Parks and Environment, dated May 26, 2021, entitled "Mahon Park Childcare and Outdoor Covered Space & Washroom – Funding Appropriation":

THAT (Funding Appropriation No. 2121) an amount of \$3,439,284 be appropriated from the Civic Amenity Reserve Fund for the purpose of funding the Mahon Park Childcare project and the Mahon Park Washroom and Covered Open Space project;

THAT (Funding Appropriation No. 2122) an amount of \$910,000 be appropriated from General Capital Reserve for the purpose of funding the Mahon Park Outdoor Covered Space & Washroom project;

AND THAT should any of the above amounts remain unexpended at December 31, 2024, the unexpended balance shall be returned to the credit of the said Reserve Fund.

ATTACHMENTS:

1. 2021 Capital Plan project sheet – Mahon Park Childcare

2. 2021 Capital Plan project sheet – Mahon Park Outdoor Covered Space & Washroom

PURPOSE:

The purpose of this report is to request the appropriation of funds approved in the 2021 Capital Plan for the planning, design and construction of the new childcare building in Mahon Park that would include a new public washroom and covered outdoor space to enhance park programming.

DISCUSSION:

The total appropriation amount of \$4,349,284 will contribute to the costs associated with project administration, planning, design and construction for the new combined Mahon Park Childcare and public washroom building including the following:

- Costs associated with City oversight, including project management, coordination and administrative functions;
- City engagement of design consultants
- Site access improvements
- Construction of a 37 space childcare (~4,400 ft² childcare facility with ~2,400 ft² outdoor play space)
- Construction of a public washroom facility
- Covered public outdoor space for programming / informal use
- Associated permits and construction contingencies

The Mahon Park Childcare and public washroom will be two separate facilities, contained within a single two-story building. The total estimated project cost based on schematic design and a Class D estimate is \$5,830,495. The project has recently been approved for grant funding in the amount of \$1,480,000 (at \$40,000 per childcare space) by Childcare BC New Spaces Fund which will contribute to the overall project costs.

Approval of the appropriation request of \$4,349,284 will allow the City to begin the detailed design process with the goal of having construction begin in the Spring of 2022, with an anticipated completion in Fall 2023.

Updates on project schedule, progress and budget will be provided to Council at key milestones as the project progresses.

FINANCIAL IMPLICATIONS:

Included within the 2021 Capital Plan is an allocation of \$2,849,284 under Strategic & Corporate Services for the Childcare component and \$1,500,000 under Engineering, Parks & Environment for the washroom and covered outdoor space component. The requested appropriations fall within the budgeted amount.

INTER-DEPARTMENTAL IMPLICATIONS:

This report was prepared jointly by Strategic & Corporate Services and Engineering, Parks and Environment, with input from Finance and Planning and Development.

CORPORATE PLAN AND/OR POLICY IMPLICATIONS:

The creation of a new combined childcare and parks facility will support numerous goals and objectives in the City's policies:

- Official Community Plan: Supports goals and objectives in Community Well-being, Parks, Recreation & Open Space and Arts, Culture & Heritage.
- Strategic Plan: Supports the priority to be a City for People that is welcoming, inclusive, safe, and accessible and supports the health and well-being of all. This new facility also supports the priority to be a Prosperous City by supporting labour force participation and the needs of families in our community for childcare.
- Child Care Action Plan: Supports priority action to leverage the City's publicly owned assets for child care (such as parks), to increase the number of child care spaces and meet space creation targets, to work toward addressing particular needs for licensed child care spaces for infants and toddlers, and to work with non-profit child care providers in order to provide quality and reliable long-term child care spaces in the community.

RESPECTFULLY SUBMITTED:



Dianna Foldi
Sr. Project Manager, Strategic Initiatives



Michael Hunter
Manager, Parks and Environment




Project Name:	Childcare at Mahon Park											2021 - 2030 Project Plan	
Department:	Strategic & Corporate Services											Project Type: New Capital Asset	
Project Manager:	Dianna Foldi											Date: 14-Jul-20 New Initiative	
Description:	To provide the City's portion of funding for the design and construction of a childcare facility located within Mahon Park. This funding also includes provision for TFT staffing positions to oversee design, tendering and construction phases.												
Purpose:	To ensure City funding is available for design and construction of a City-led childcare facility at Mahon Park, anticipating external funding to support from the Provincial Government's Child Care New Spaces Fund. Funding also provided to ensure staffing to support the project.												
Alignment With Official Community Plan:	This project aligns with goals within the Community Well-being chapter of the OCP. This project will increase the provision of childcare facilities within the City and assist with reducing barriers that support the growth and development of young people. Additionally, childcare facilities will improve the overall quality of life for the residents of the City of North Vancouver.												
Strategic Plan :	A City for People		A Livable City		A Vibrant City		A Connected City		A Prosperous City		Total		
Use percentages to allocate the project across the 5 strategic priorities	70%		10%		10%				10%		100%		
Service Levels:	Impact on the service levels to the public as a result of the project		Increases level of service		Notes: Citizens and those who work on the North Shore (business support) will have improved access to child care facilities and programs.								
COVID-19 Adaptation:	How significantly this project assists residents, local businesses and/or vulnerable populations under COVID-19		Moderate Impact		Notes:								
Risk Assessment:	Impact of the project not proceeding to public health and/or occupational health and safety		Moderate Impact		Notes: There is a significant shortage of available child care spaces on the North Shore. If this project does not proceed the ability to close the accessible spaces gap that currently exists will be further hindered. Additionally, should the City be success in receiving grants from the Province's New Spaces Fund, we will need to have the available funds to move the project forward. If these funds are not available this may significantly reduce the City's opportunity to receive funding from the Provincial Government.								
External Funding:	If applicable, specify funding agency/program		Provincial Contribution		Application Pending		Specify Funding Agency/Program: Provincial Government's ChildCare New Spaces Fund						
GHG Implications:	Short-term GHG emissions associated with new construction. New building designed to be energy efficient. Location will allow for users to access amenity via alternative transportation options.												
	Director Approval: Approved by B. Pearce on December 2, 2020												
	2011-2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget	TOTAL	
Funding Requirements													
City Funding (Fund Appropriation)	\$ -	\$ 2,849,284	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,849,284	
External Funding/Contributions	\$ -	\$ 1,480,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,480,000	
Total Project Expenditures	\$ -	\$ 4,329,284	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,329,284	
Overhead Staffing (Engineering/Facilities)													
Specify as a percentage of funds appropriated		0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	
Impact on Operations/Maintenance													
(Incremental to 2020 Base Year Operating Budget)													
Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Expenses net of recoveries(Include staffing)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Staffing (FTE)													
Regular	-	-	-	-	-	-	-	-	-	-	-	-	
Temporary	1.2500	1.2500	1.2500	-	-	-	-	-	-	-	-	-	
Total Staffing	1.2500	1.2500	1.2500	-	-	-	-	-	-	-	-	-	

Project Name:	Mahon Park Washroom and Covered Outdoor Space						2021 - 2030 Project Plan					
Department:	Engineering: Parks & Environment						Project Type: Major Renovation/Overall					
Project Manager:	Mike Hunter						Date: July 31/20					
Description:	Replace the existing Mahon Park concession, change room and washroom building with a new smaller washroom/change room facility with attached covered picnic area.											
Purpose:	The existing large facility is nearing end of life and no longer meets the community's needs. In conjunction with the proposed development of new childcare facility, this project would fund the design and construction of a combined washroom/change room building and attached covered picnic area (multi-purpose space) that could be constructed on the second floor of the daycare, or as a stand-alone building. The addition of the covered picnic area would address a noted deficiency in the City's park system, and would provide a base for NVRC outdoor summer programming, and other community activity.											
Alignment With Official Community Plan:	This project supports the goals of Chapter 3 and 5 of the OCP, by protecting and maintaining new and existing public infrastructure and amenities, enhancing recreational opportunities as a part of a healthy community, and enhancing the natural and built environment. The infrastructure upgrades will also enhance community safety.											
Strategic Plan :	A City for People		A Livable City		A Vibrant City		A Connected City		A Prosperous City		Total	
Use percentages to allocate the project across the 5 strategic priorities	25%		50%		25%						100%	
Service Levels:	Increases level of service		The proposed new facility would increase existing service levels by adding a covered picnic shelter and programmable covered outdoor space for community use.									
COVID-19 Adaptation:	Moderate Impact		Continued access to public washrooms and the provision of a covered outdoor space for picnics and programming supports the community's adaptation to COVID.									
Risk Assessment:	Low Impact		The current building is not unsafe, but is nearing the end of life.									
External Funding:	N/A		N/A		Specify Funding Agency/Program							
GHG Implications:	Short-term emissions associated with construction, but long-term reductions by replacing an ageing, over-sized, and under utilised facility with a smaller, and more energy efficient one.										Director Approval: Approved by D. Pope on December 2, 2020	
	2011-2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget	TOTAL
Funding Requirements												
City Funding (Fund Appropriation)	\$ -	\$ 1,500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000
External Funding/Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Project Expenditures	\$ -	\$ 1,500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000
Overhead Staffing (Engineering/Facilities)												
Specify as a percentage of funds appropriated		0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	
Impact on Operations/Maintenance												
(Incremental to 2020 Base Year Operating Budget)												
Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenses net of recoveries(Include staffing)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Staffing (FTE)												
Regular	-	-	-	-	-	-	-	-	-	-	-	-
Temporary	-	-	-	-	-	-	-	-	-	-	-	-
Total Staffing	-	-	-	-	-	-	-	-	-	-	-	-

* Prior to creating new on-going programs, please contact the Manager, Financial Planning. For on-going programs and maintenance & replacement projects, please attach a list of the projects and funding (appropriation) requirements.

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 Department Manager	 Director	 CAO
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The Corporation of **THE CITY OF NORTH VANCOUVER**
STRATEGIC & CORPORATE SERVICES DEPARTMENT

REPORT

To: Mayor Linda Buchanan and Members of Council

From: Dianna Foldi, Sr. Project Manager, Strategic Initiatives

SUBJECT: HARRY JEROME COMMUNITY RECREATION CENTRE – FUNDING APPROPRIATION

Date: May 25, 2021 File No: 02-0800-30-0028/1

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

RECOMMENDATION:

PURSUANT to the report of the Sr. Project Manager, Strategic Initiatives, dated May 25, 2021, entitled “Harry Jerome Community Recreation Centre – Funding Appropriation”:

THAT (Funding Appropriation No. 2127) an amount of \$283,680 be appropriated from Civic Amenity Reserve Fund for the purpose of funding Harry Jerome Community Recreation Centre project oversight, engagement of construction manager and construction of civil works;

THAT (Funding Appropriation No. 2128) an amount of \$5,800,000 be appropriated from Affordable Housing Reserve Fund for the purpose of funding Harry Jerome Community Recreation Centre project oversight, engagement of construction manager and construction of civil works;

AND THAT should any of the above amounts remain unexpended as at December 31, 2024, the unexpended balance shall be returned to the credit of the said Reserve Fund.

ATTACHMENT:

1. 2021 Capital Plan project sheet - Harry Jerome Community Recreation Centre

PURPOSE:

The purpose of this report is to request appropriation of funds towards project oversight, engagement of construction manager and construction of civil works (utility upgrades) associated with the new Harry Jerome Community Recreation Centre (HJCRC) project.

DISCUSSION:

The appropriation of remaining funding in the amount of \$6,083,680 will contribute to costs associated with project oversight, construction management and construction of the civil works (utility upgrades) associated with the new HJCRC including the following:

- City engagement of third party consultants including Construction Manager and Commissioning Authority
- Costs associated with City oversight, including project management, coordination and administrative functions;
- Design, tendering and construction of offsite works consisting of utility upgrades within East 23rd Street (storm, sanitary sewer and water servicing upgrades)
- Associated permits and construction contingencies for the above

The civil works (utility upgrades) on East 23rd Street are required to meet the new capacity requirements of HJCRC). It is desirable to have this utility upgrade work completed in advance of HJCRC construction.

Updates on project schedule, progress and budget will be provided to Council at key milestones as the project progresses.

FINANCIAL IMPLICATIONS:

The approved 2021-2030 Capital Plan includes the Harry Jerome Community Recreation Project and the appropriation amount falls within the approved amount.

INTER-DEPARTMENTAL IMPLICATIONS:

This report was prepared with input from the Finance Department.

CORPORATE PLAN AND/OR POLICY IMPLICATIONS:

The creation of a new Harry Jerome Community Recreation Centre will support numerous goals and objectives throughout the various chapters of the Official Community Plan (Community Well-being, Parks, Recreation & Open Space, Arts, Culture & Heritage).

RESPECTFULLY SUBMITTED:

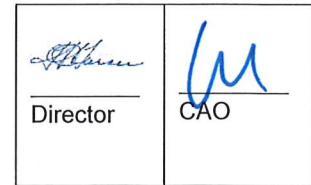


Dianna Foldi
Sr. Project Manager, Strategic Initiatives

Project Name:	Harry Jerome Community Recreation Centre											2021 - 2030 Project Plan			
Department:	Strategic & Corporate Services											Project Type:		Provision	
Project Manager:	Dianna Foldi											Date: 14-Jul-20		Dedicated Funds	
Description:	To undertake detailed design, construction documentation, tendering and construction for implementation of a new Harry Jerome Community Recreation Centre (HJCRC). This request also includes funding for TFT positions and an external Construction Manager. Funding allocation is based on the Class C/D estimate (July 2020).														
Purpose:	To undertake detailed design, construction documentation, tendering, permitting and construction for implementation of a new HJCRC. Funding includes project oversight and external project management.														
Alignment With Official Community Plan:	Replacement/renewal of the facilities at Harry Jerome addresses the OCP's Leisure and Culture Goal 10.5.5: To operate, maintain, increase, improve and encourage the provision of cultural and recreational facilities" and Infrastructure Management Goal 11.7.4 "To maintain structures to optimize the useful life of our infrastructure and replace it when necessary to maintain reliable service"														
Strategic Plan :	A City for People	A Livable City		A Vibrant City		A Connected City		A Prosperous City		Total					
Use percentages to allocate the project across the 5 strategic priorities	30%	30%		30%		5%		5%		100%					
Service Levels: Impact on the service levels to the public as a result of the project	<i>Addresses a current service level deficiency so level of service standard is achieved</i>				Notes: 'A new HJCRC will allow the community to participate in wellness and recreation programs for many years, leading to improved wellness, activity, overall health and sense of belonging.										
COVID-19 Adaptation: How significantly this project assists residents, local businesses and/or vulnerable populations under COVID-19	<i>Moderate Impact</i>				Notes: Services provided by Harry Jerome Community Recreation Centre supports community members.										
Risk Assessment: Impact of the project not proceeding to public health and/or occupational health and safety	<i>Significant Impact</i>				Notes: HJCRC existing facility has reached end of life. Increased operational and maintenance costs for existing facilities, with distinct possibility of decline in service / closure of facility within 5 years.										
External Funding: If applicable, specify funding agency/program	<i>N/A</i>				<i>N/A</i>		Specify Funding Agency/Program:								
GHG Implications: Discuss GHG considerations for all projects. Provide figures for Fleet, Facilities and any project with readily available information.	Short term GHG emissions associated with construction of a new facility. Once complete, the new facility is anticipated to have a 50-60% reduction in GHG's over the existing facility.							Director Approval: Approved by B. Pearce on December 2, 2020							
	2011-2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget	TOTAL			
Funding Requirements															
City Funding (Fund Appropriation)	\$ 12,250,000	\$ 6,426,680	\$ 135,080,446	\$ 12,018,614	\$ 4,013,898	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 157,539,639			
External Funding/Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Total Project Expenditures	\$ 12,250,000	\$ 6,426,680	\$ 135,080,446	\$ 12,018,614	\$ 4,013,898	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 157,539,639			
Overhead Staffing (Engineering/Facilities) Specify as a percentage of funds appropriated	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%				
Impact on Operations/Maintenance (Incremental to 2020 Base Year Operating Budget)															
Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Expenses net of recoveries(Include staffing)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Staffing (FTE)															
Regular	-	-	-	-	-	-	-	-	-	-	-	-			
Temporary	2.5000	2.5000	2.5000	2.5000	2.5000	2.5000	2.5000	-	-	-	-	-			
Total Staffing	2.5000	2.5000	2.5000	2.5000	2.5000	2.5000	2.5000	-	-	-	-	-			

* Prior to creating new on-going programs, please contact the Manager, Financial Planning. For on-going programs and maintenance & replacement projects, please attach a list of the projects and funding (appropriation) requirements.

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The Corporation of **THE CITY OF NORTH VANCOUVER**
NORTH VANCOUVER RECREATION & CULTURE COMMISSION

REPORT

To: Mayor Linda Buchanan and Members of Council

From: Howard Kiang, Manager, Maintenance and Engineering Services, North Vancouver Recreation and Culture Commission

Subject: HARRY JEROME COMMUNITY RECREATION CENTRE – NEXT STEPS AND INTERIM PLAN FUNDING

Date: May 26, 2021 File No: 02-0800-30-0028

RECOMMENDATION

PURSUANT to the report of the Manager, Maintenance and Engineering Services, North Vancouver Recreation and Culture Commission (NVRCC) dated May 26, 2021, entitled "Harry Jerome Community Recreation Centre – Next Steps and Interim Plan Funding":

THAT the transfer of \$77,041 from "All – Maintenance Work Order System" (Project 40369), "NVRCC Emergency Capital Replacement" (Project 40103), "NVRCC Buildings 2018" (Project 40342), "NVRCC Memorial Recreation Centre" (Project 45282), "Harry Jerome Complex – Major Repair" (Project 45301), and "HJ Minor 4-year Pool Shutdown" (Project 45132) to "NVRCC – Harry Jerome Recreation Centre" (Project 45281) be approved.

SUMMARY

The purpose of this report is to request \$77,401 of capital funds be transferred from "All – Maintenance Work Order System" (Project 40369), "NVRCC Emergency Capital Replacement" (Project 40103), "NVRCC Buildings 2018" (Project 40342), "NVRCC Memorial Recreation Centre" (Project 45282), "Harry Jerome Complex – Major Repair" (Project 45301), and "HJ Minor 4-year Pool Shutdown" (Project 45132) to "NVRCC – Harry Jerome Recreation Centre" (Project 45281). This involves the transfer of unspent funds from a number of completed capital project accounts to one account to support the closure process for the Harry Jerome Community Recreation Centre and Memorial Community Recreation Centre, and possibly the Mickey McDougall Community Recreation Centre as of December 31, 2021.

BACKGROUND

The North Vancouver Recreation and Culture Commission (NVRCC) manages and operates community recreation facilities on behalf of the City of North Vancouver in accordance with NVRCC Establishing Bylaw, 2009, No. 8020 and NVRCC Delegation Bylaw, 2014, No. 8381.

Earlier in 2021, Council approved the closure of the Harry Jerome Community Recreation Centre and Memorial Community Recreation Centre, and possibly re-purpose Mickey McDougall Community Recreation Centre at the end of 2021. As these decisions were made after the submission of the NVRCC 2021 Project Plan, NVRCC is requesting the funding in order to support the removal, disposal and moving of furniture, equipment and supplies from these facilities. Funding may also be needed to modify temporary spaces to relocate programs and services to during the construction of the new CRC.

DISCUSSION

NVRCC will continue to deliver programs and services and facilitate the rental of spaces in the three facilities throughout most of 2021. The plan for the closures, including removal, transfer or disposal of furniture, equipment and supplies, is underway, along with consideration of alternate sites to move some programs and services until the new centre is finished. The NVRCC requests to increase “NVRCC – Harry Jerome Community Recreation Centre” (Project 45281) from the existing funding of \$22,959, for a total of \$100,000 to support the closure plan. This additional funding of \$77,041 will be transferred from the previous year’s completed and cancelled projects (Projects 40369, 40103, 40342, 45282, 45301 and 45312).

Existing Funding within “NVRCC – HARRY JEROME RECREATION CENTRE” (Project 45281)	
2020 Harry Jerome block fund bridge before facility replacement	\$ 22,959
	\$ 22,959
Funding to be transferred from previous years “PROJECTS”	
“All-Maintenance Work Order System” (Project 40369)	\$ 1,017
“NVRCC Emergency Capital Replacement” (Project 40103)	\$ 54,941
“NVRCC Buildings 2018” (Project 40342)	\$ 255
“NVRCC Memorial Recreation Centre” (Project 45282)	\$ 2,911
“Harry Jerome Complex – Major Repair” (Project 45301)	\$ 6,423
“Harry Jerome Minor 4-year Pool Shutdown” (Project 45312)	\$ 11,494
	\$ 77,041
Total Required Funding	\$100,000

INTER-AGENCY IMPLICATIONS

NVRCC annually submits capital project funding requests to the City of North Vancouver for City facilities and projects and manages the completion of projects. Transfers of funds between accounts must be approved by Council.


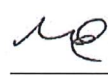



RESPECTFULLY SUBMITTED:

Howard Kiang, P.Eng.
Manager, Maintenance & Engineering
Services

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

REPORT

To: Mayor Linda Buchanan and Members of Council

From: Meg Wray, Planner 1

Subject: ZONING BYLAW TEXT AMENDMENT FOR 925 AND 935 ST.
ANDREWS AVENUE AND 288 EAST 9TH STREET (DARRELL
MUSSATTO / CHARLES MOORHEAD)

Date: June 2, 2021 File No: 08-3400-20-0041/1

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

RECOMMENDATION

PURSUANT to the report of the Planner 1, dated June 2, 2021, entitled "Zoning Bylaw Text Amendment for 925 and 935 St. Andrews Avenue and 288 East 9th Street (Darrell Mussatto / Charles Moorhead)":

THAT "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8841" (Darrell Mussatto / Charles Moorhead, 925 and 935 St. Andrews Avenue and 288 East 9th Street, CD-424 Text Amendment) be considered and the Public Hearing be waived;

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

ATTACHMENTS

1. Context Map (CityDocs [2050918](#))
2. Architectural and Landscape Plans Consolidated for Council, dated May 4, 2021 (CityDocs [2050945](#))
3. "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8841" (CityDocs [2054578](#))

SUMMARY

The subject site currently consists of two principal buildings: a southernmost duplex building (addressed as 925 St. Andrews Avenue and 288 East 9th Street), and a

northernmost one-unit infill building adjacent to the laneway (addressed as 935 St. Andrews Avenue).

The proposal is to allow a single-storey addition, of approximately 26 sq. m (280 sq. ft), to the existing infill building. The addition would add a bedroom and bathroom to the infill unit.

Two minor variances to the existing CD zone have been requested to facilitate the design. The table below lists the requested variances:

	Zoning Requirement	Proposal
Northernmost building siting from the Front Lot Line	33.47 m (109.8 ft)	28.6 m (93.8 ft)
Lot Coverage	37% including attached parking areas	42% including attached parking areas

DISCUSSION

Site Context

The property is located at the northwest corner of the intersection of St. Andrews Avenue and East 9th Street. The existing duplex building, southernmost on the lot, was constructed around 1955. The northernmost one-unit building was constructed in 2002.

The area consists of mainly duplexes, triplexes and townhouses. The buildings and uses immediately surrounding the subject site are described in Table 1 below.

Table 1. Surrounding Uses

Direction	Address	Description	Zoning
North	265-267 East 10 th Street 955 St. Andrews Avenue and 269 East 10 th Street	4 unit development (two duplexes)	CD-457
South	Park Street	Sam Walker Park	P-1
East	910 St. Andrews Avenue and 302 East 9 th Street	Duplex	RT-1
West	272 East 9 th Street	4 unit townhouse	CD-701
	264-268 East 9 th Street	3 unit development	CD-112

Policy & Planning Analysis

The proposed extension would make available a bedroom and bathroom at ground level, which would support options for aging in place.

The subject site is designated Residential Level 3 in the Official Community Plan, which allows for a maximum potential density of 0.75 FSR. In 2000, the property was rezoned to CD-424 to permit the northernmost infill building.

In 2018, the base zoning for single-family and duplex developments throughout the City was amended to exclude basements from floor area calculations – this means that the existing duplex basement is now excluded. Therefore, with the approximately 26 sq. m (280 sq. ft) addition, the total density on the lot would be around 0.5 FSR which is less than the maximum allowed in the CD zone. For context, neighbouring properties immediately to the north and west of the site have greater densities at 0.6 FSR and 0.75 FSR respectfully.

The addition would require an increase in lot coverage from 37% to 42%. The garage attached to the northernmost infill building is included in the lot coverage. For context, the neighbouring property to the west has a lot coverage of 37%, but this does not include detached garages. If the detached garages were included in the lot coverage calculation for the neighbouring property, coverage would be closer to around 45%. The proposed 42% lot coverage for the subject site is considered reasonable.

The proposed extension of the infill building would be located in the interior yard, as a single-storey addition with a flat roof. The extension would have little impact on neighbours. Current landscaping would remain almost entirely intact with mature plantings continuing to provide a secluded outdoor space for the northernmost infill building.

For Council's information, staff are continuing to explore streamlined processes for minor modifications that are within the permitted densities allowed under the Zoning Bylaw, as is the case in this application.

COMMUNITY CONSULTATION

Following neighbour notification, the City received correspondence from three residents. Two residents were concerned about density and the increase to lot coverage, and one correspondence received was in support of the project.

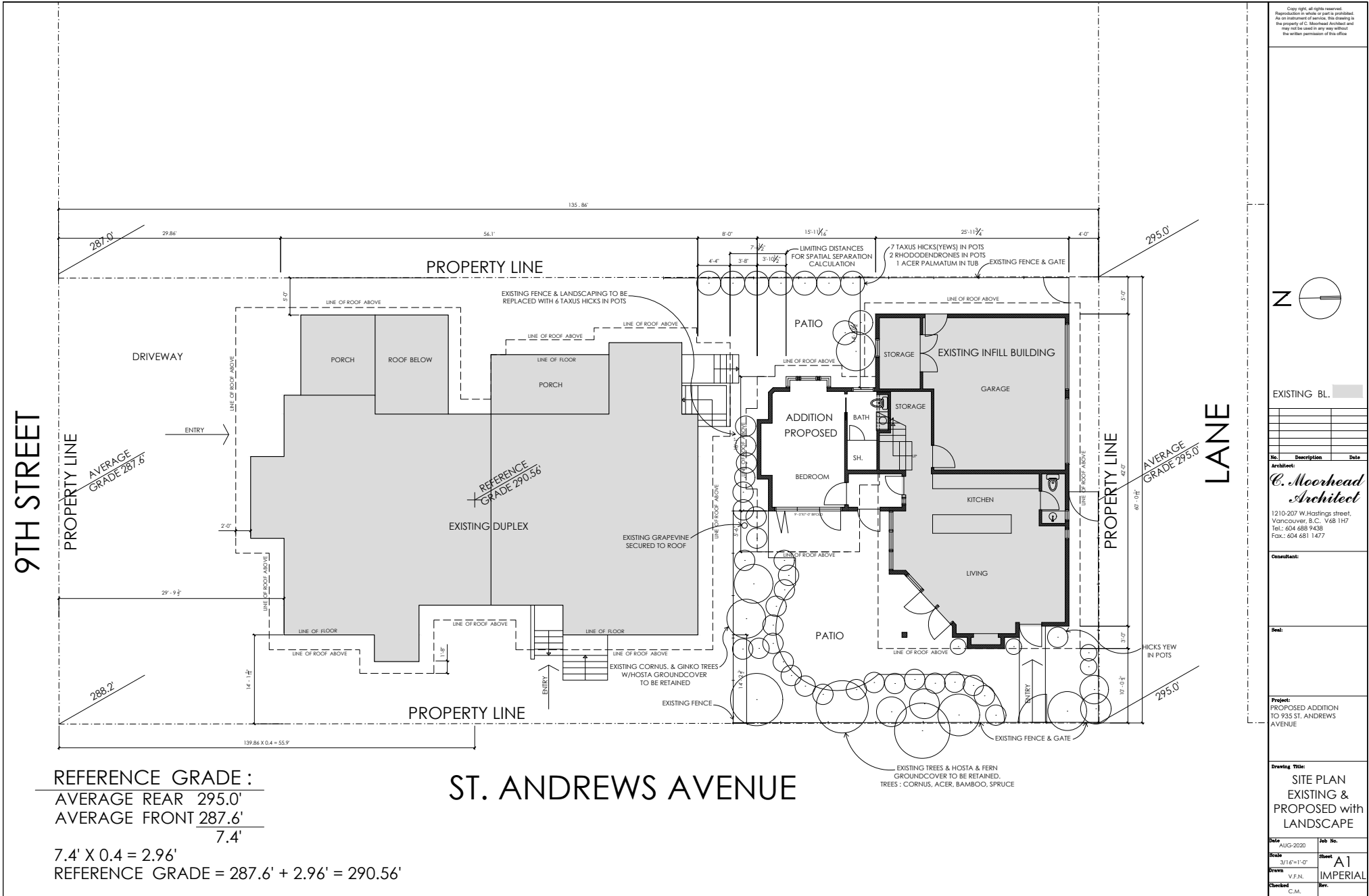
Given the small scale of the proposal, compatibility with the existing local context, consistency with recent projects in the vicinity, and minimal impacts on the neighbouring property, staff is recommending that the Public Hearing be waived. Should Council wish to refer the application to a Public Hearing, the first active clause in the resolution should be amended to read:

“THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2021, No. 8841”
(Darrell Mussatto / Charles Moorhead, 925 and 935 St. Andrews Avenue and
288 East 9th Street, CD-424 Text Amendment) be considered and referred to a
Public Hearing;”

RESPECTFULLY SUBMITTED:


Meg Wray
Planner 1



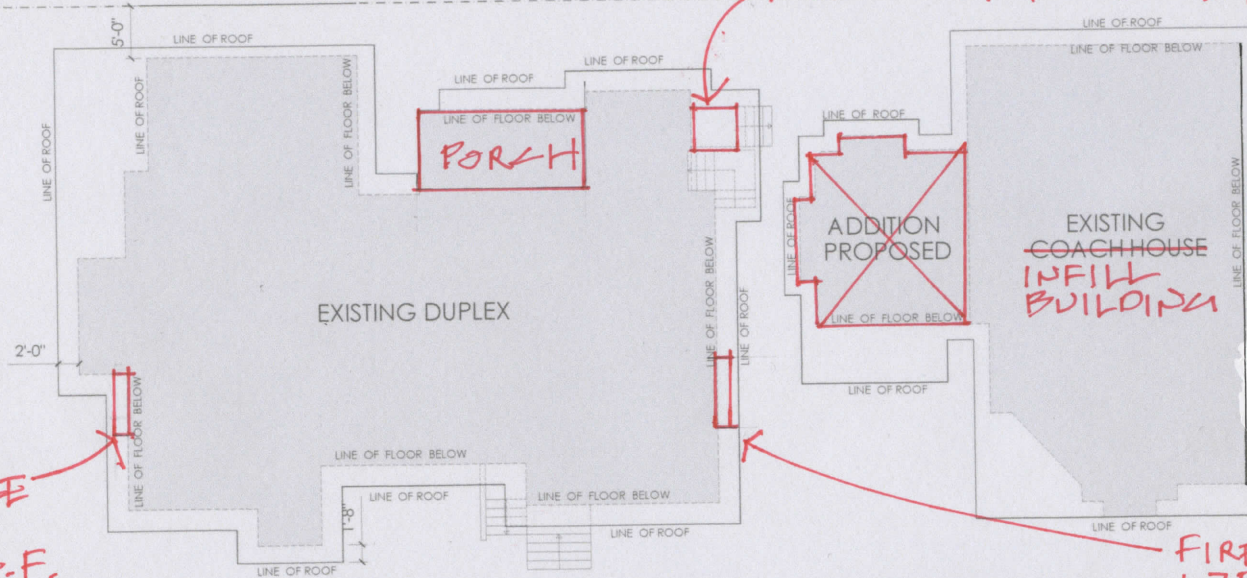


9TH STREET

PROPERTY LINE

FIREPLACE
1.75' x 5'
= 8.75 S.F.

PROPERTY LINE



PROPERTY LINE

FIREPLACE
1.75' x 5.5'
= 9.6 S.F.

ST. ANDREWS AVENUE

SITE AREA = 8392.34 S.Q.FT.

ROOF AREA = EXISTING BUILDING + COACH HOUSE

ROOF AREA = 2732.26 + 1697.77 = 4430.03 S.Q.FT.

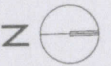
SITE COVERAGE (ROOF) = 4430.03 : 8392.34 = 52.8 %

FLOOR AREA INCLUDING PORCHES = EXISTING BUILDING + COACH HOUSE

FLOOR AREA INCLUDING PORCHES = ~~2137.27~~ + ~~1307.71~~ S.Q.F. = ~~3444.98~~ S.Q.FT.

SITE COVERAGE (FLOOR AREA & PORCHES) = ~~3444.98~~ S.Q.FT. : 8392.34 = ~~41%~~ 41.9 %

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EXISTING BL.

Architect:
**C. Moorhead
Architect**

1210-207 W. Hastings Street
Vancouver, B.C. V6B 1H7
Tel: 604 685 9438
Fax: 604 685 1477

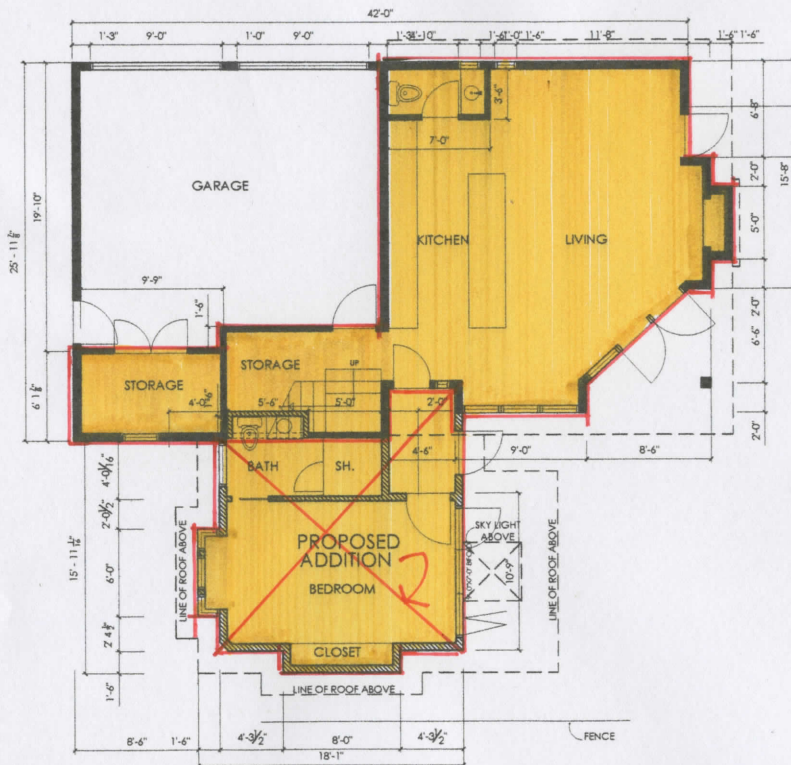
Revised
**APA-30
2021**

Rev:

Project:
PROPOSED ADDITION
TO 935 ST. ANDREWS
AVENUE

Drawing Title:
**SITE
COVERAGE
CALCULATION**

Date:	SEP-2020	Job No.	
Scale:	3/16" = 1'-0"	Sheet:	A1a
Drawn:	V.S.H.	Imperial:	IMPERIAL
Checked:	C.M.	Rev:	



INFILL BUILDING

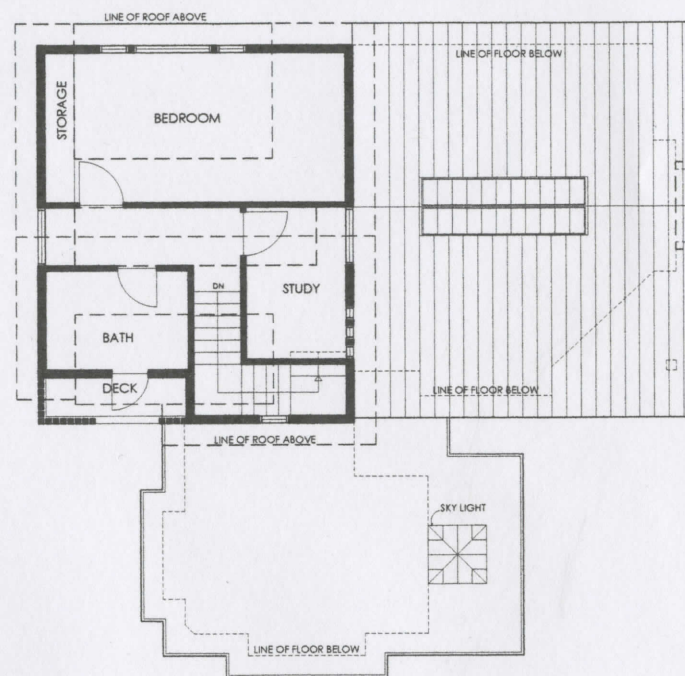
MAIN FLOOR PLAN

EXISTING COACH HOUSE = 1030 S.F.

PROPOSED ADDITION = 280 S.F.

TOTAL = 1310 S.F.

926 S.F.
COUNTABLE
FLOOR AREA



EXISTING SECOND FLOOR PLAN

BUILDING = 527 S.F.

DECK = 196.76 S.F.

INFILL BUILDING

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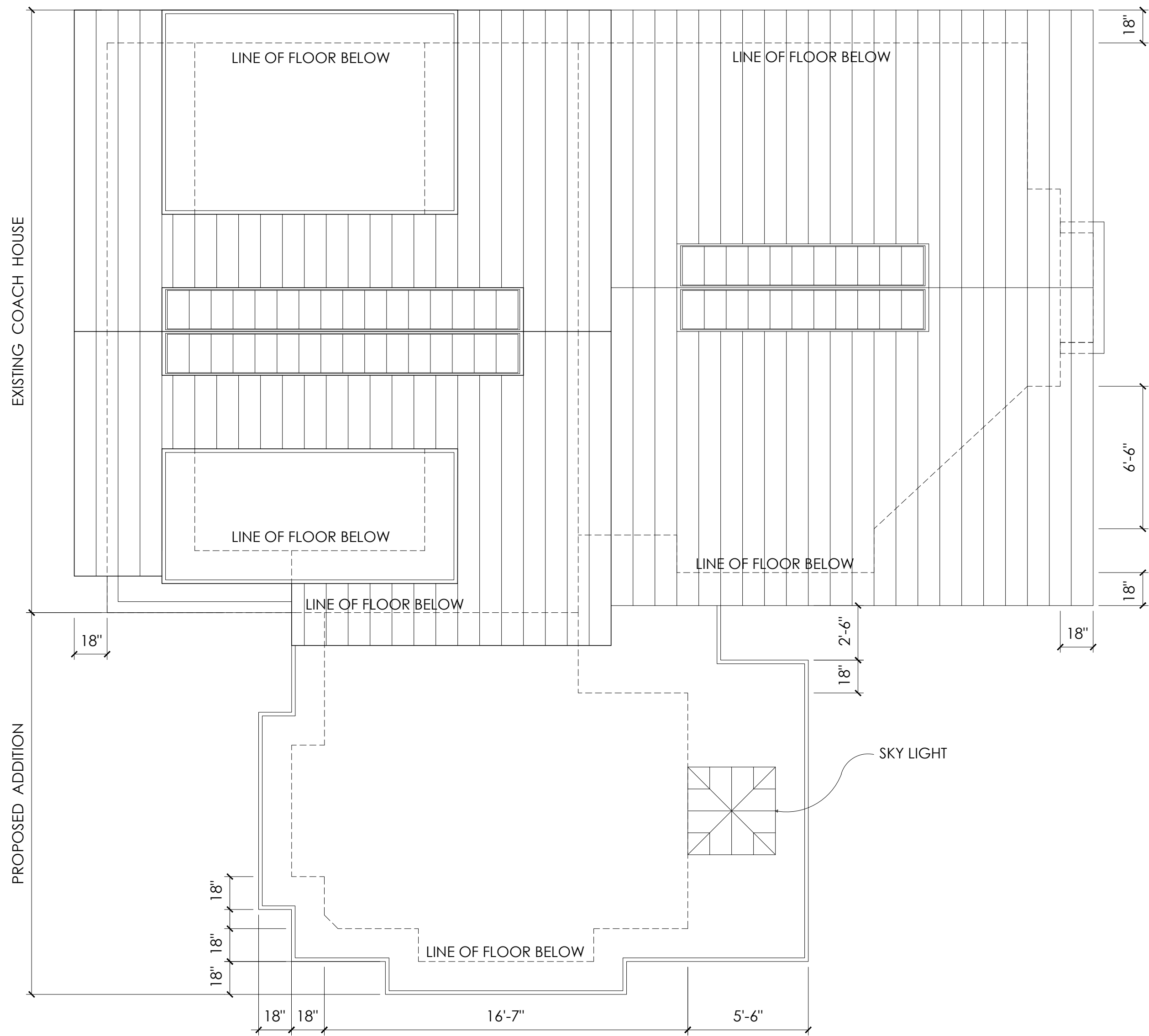
Architect:
C. Moorhead Architect
1210-207 W. Hastings Street,
Vancouver, B.C. V6S 1H7
Tel.: 604 688 9438
Fax.: 604 681 1477

Revised:
**REVISED
APR.
30/21**

Project:
PROPOSED ADDITION
TO 935 ST. ANDREWS
AVENUE

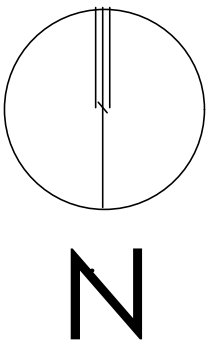
Drawing Title:
**MAIN & UPPER
FLOOR PLANS**

Date: AUG-2020	Job No.:
Scale: 1/4"=1'-0"	Sheet: A2
Client: V.F.N.	Imperial
Designer: C.M.	



ROOF PLAN

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No.	Description	Date
Architect:		
<i>C. Moorhead Architect</i>		
1210-207 W.Hastings street, Vancouver, B.C. V6B 1H7 Tel.: 604 688 9438 Fax.: 604 681 1477		

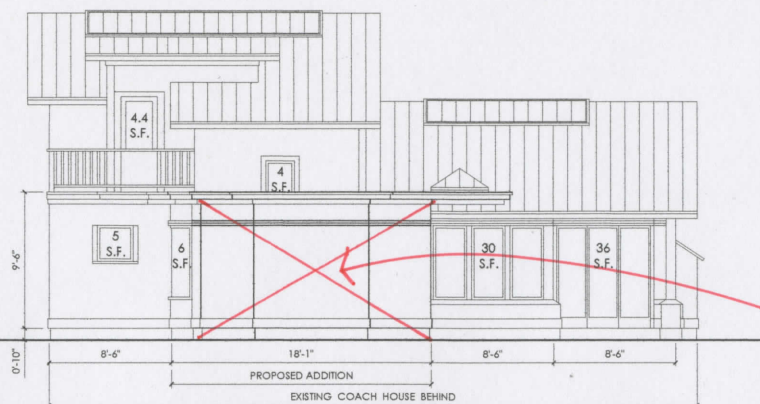
Consultant:		

Seal:		

Project: PROPOSED ADDITION TO 935 ST. ANDREWS AVENUE		
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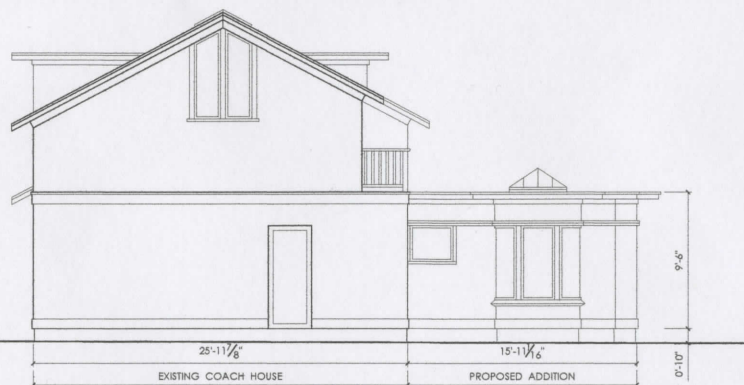
Drawing Title:		
COACH HOUSE ROOF PLAN		

Date AUG-2020	Job No.
Scale 1/4"=1'-0"	Sheet A3 IMPERIAL
Drawn V.F.N.	
Checked C.M.	
	Rev.

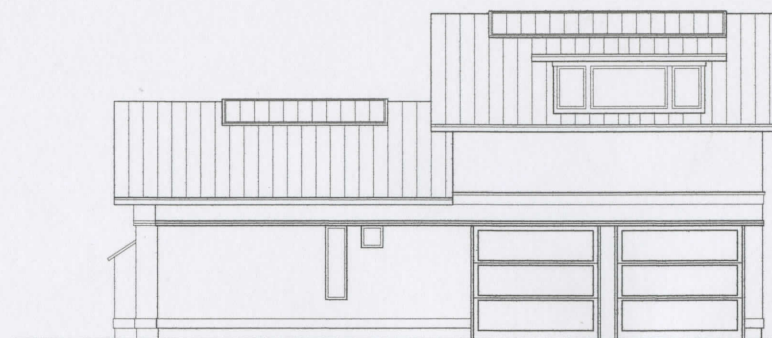


SOUTH ELEVATION

SPATIAL SEPARATION CALCULATION	
- AREA OF BUILDING FACE	790 S.F.
- LIMITING DISTANCE	
' PROPERTY LINE ' TO NEAREST UNPROTECTED OPENNING	7' 6 1/2"
- PERMITTED OPENINGS	14.2% - 112 S.F.
- PROPOSED OPENINGS	85.4 S.F.

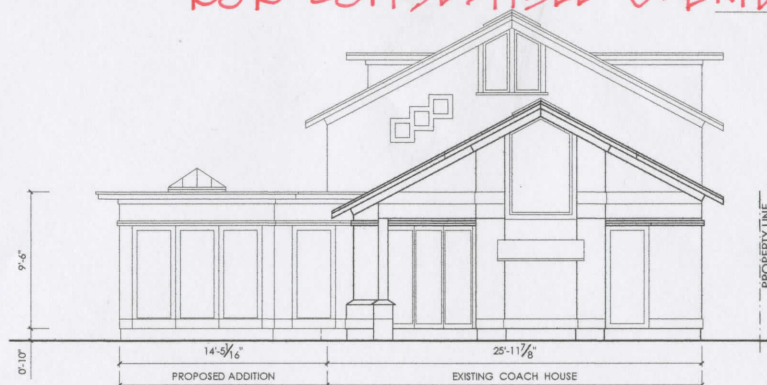


WEST ELEVATION



NORTH ELEVATION

SOUTH ELEVATION
WALL CONSTRUCTION
CBC TABLE A.9.10.3.1A.
NON COMBUSTIBLE IFR
NON COMBUSTIBLE OVERHA



EAST ELEVATION

INFALL BUILDING

No.	Description	No.


No.	Description	Date
Architect:		
<i>C. Moorhead</i>		
<i>Architect</i>		
1210-207 W. Hastings street, Vancouver, B.C. V6B 1H7		
Tel: 604 688 9438		
Fax: 604 681 1477		

Concussion

	Semi
--	------

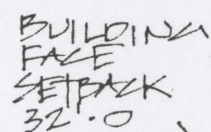
Project:
PROPOSED ADDITION
TO 935 ST. ANDREWS
AVENUE

Drawing Title:



COACH HOUSE
ELEVATIONS

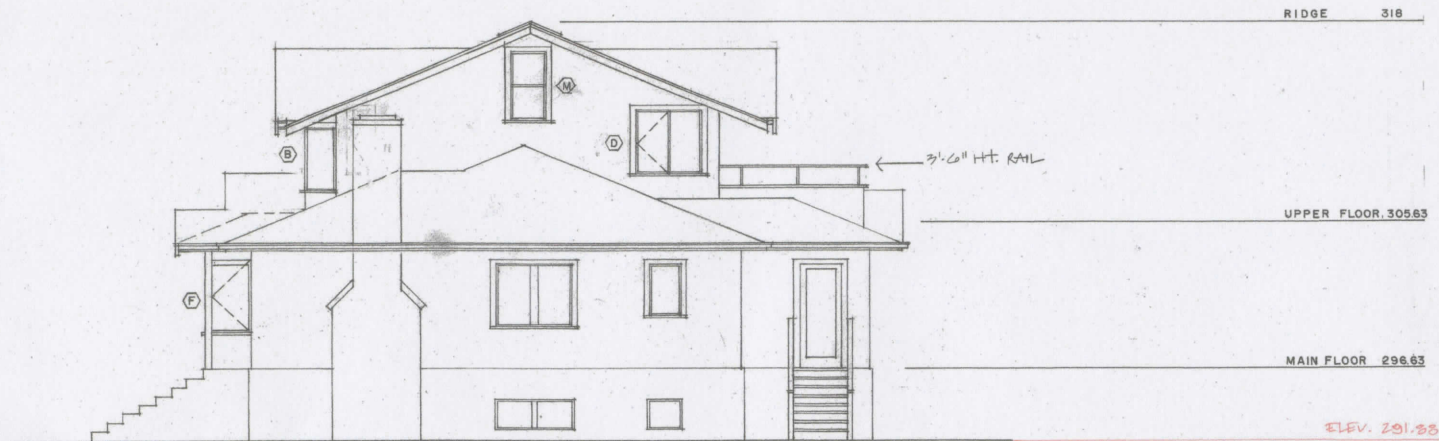
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Checked C.M.	Rev.



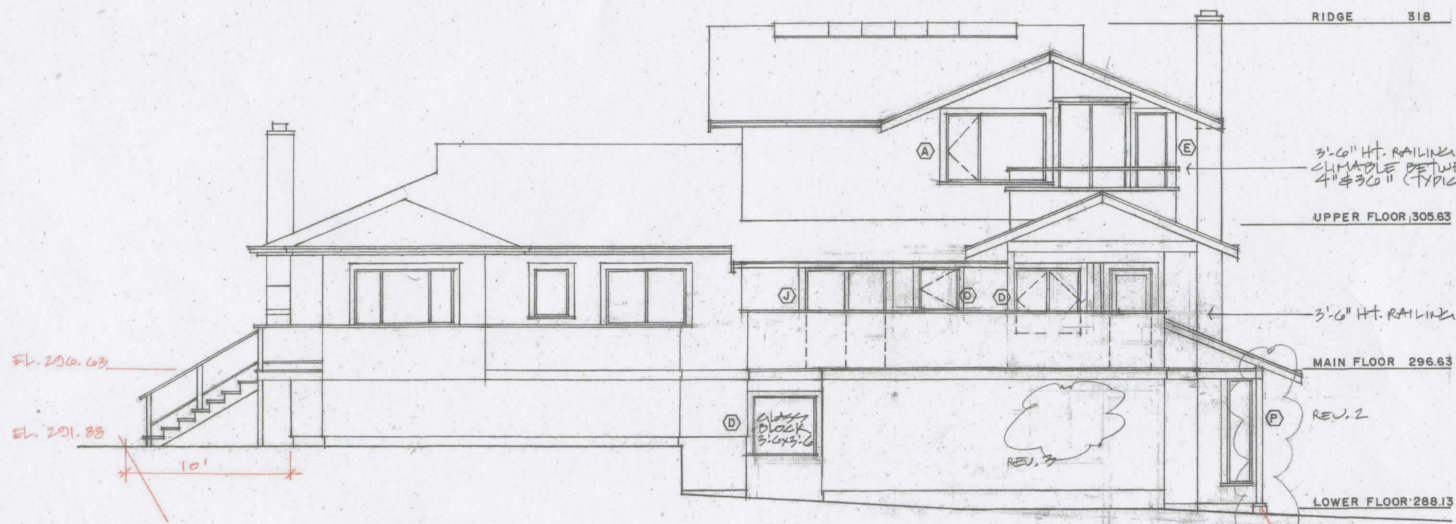
AREA OF BUILDING FACE
WINDOW AREA - THIS BUILDING FACE
PERCENTAGE OPENINGS
LIMITING DISTANCE
PERMITTED OPENINGS

479 S.F.
35.4 S.F.
7.4 %
4.4 "
7.4 %

LOCATION OF PROPOSED ADDITION TO
COACHHOUSE OPPOSITE. WALL & ROOF
OVERHANG TO BE CONSTRUCTED AS
PER REQUIREMENTS OF BEBC 9.10.14.5
NON COMBUSTIBLE SIDING - 1HR FRR



NORTH



WEST

REVISED
APR. 30/21

NO CHANGES
TO THE
DUPLEX
ARE
PROPOSED

CONCH HOUSE
APRIL 2020 ADDITION
1. JULY 21/04 REVISE WINDOWS
2. APRIL 30/04 MISC. NOTES
3. APRIL 27/04 DELETE WINDOWS
2. APRIL 2004 REVISE SETBACK
1. FEB. 2004 MISC. REL.
REVISIONS

scale 1/4" = 1'-0"

date APRIL 2003

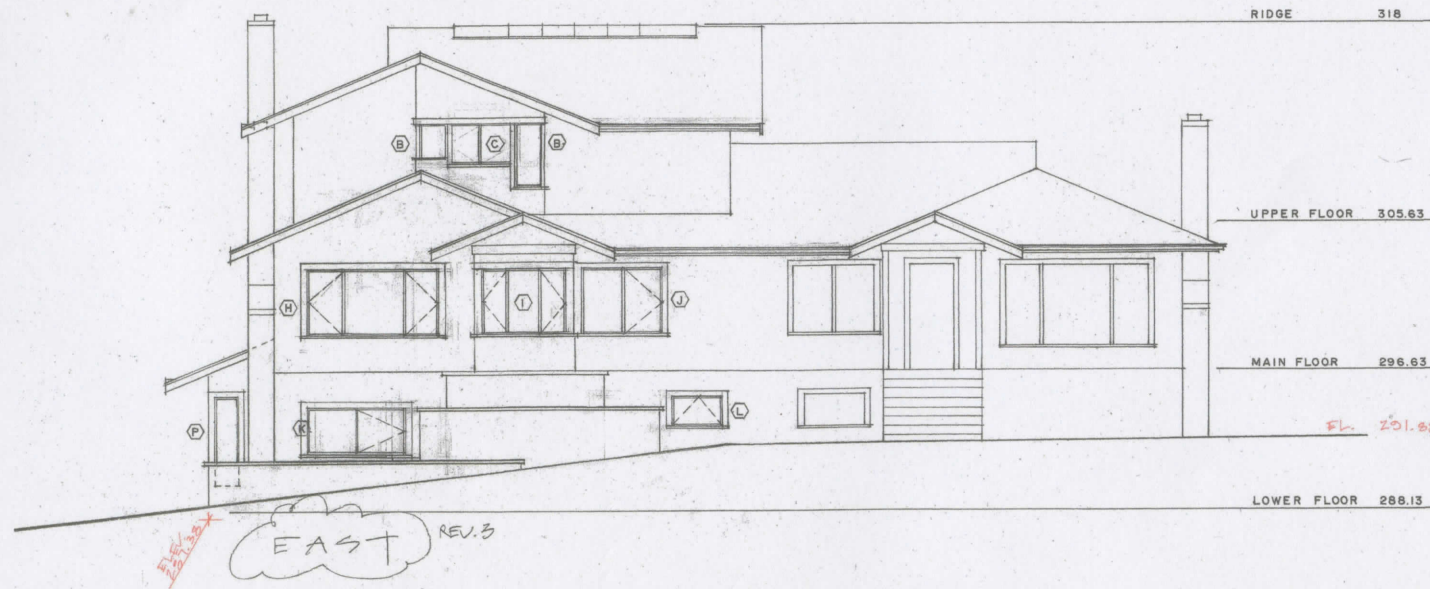
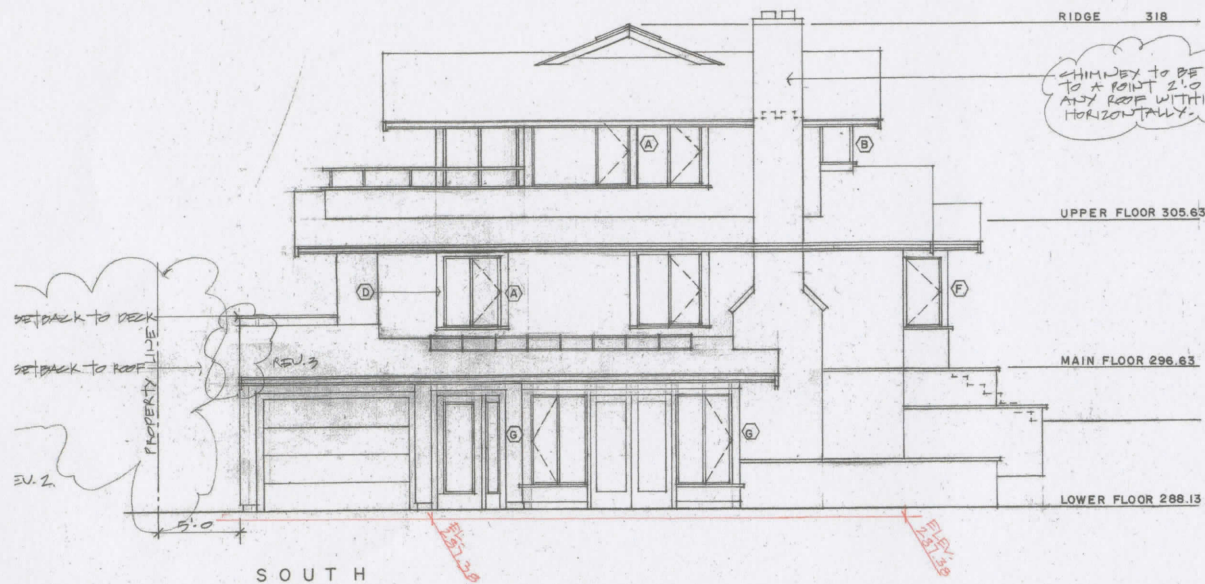
alterations & additions
905-925 St. Andrews Ave.

C. Moorhead
Architect
1210-20' W. HASTINGS STREET
VANCOUVER, B.C. V6B 1H7 Tel: 688-9438

RECEIVED
JUL 2 9 2004
CITY OF NORTH VANCOUVER
COMMUNITY DEVELOPMENT
DEPARTMENT

EXISTING
elevations
DUPLEX

A10



NOTE:
ALL GLAZED RAILS TO
CONFORM TO LATEST
EDITION OF B.C. BLDG.
CODE.

REV. 3

REVISED
APR. 30/21

NO CHANGES
TO THE
DUPLEX ARE
PROPOSED.

6. APRIL 2020 SOUTH HOUSE
5. JULY 27/04 WINDOW REVISIONS
4. APRIL 2004 - MISC. NOTES
3. APR. 27/04
2. APR. 2004 REVISE SETBACK
1. FEB. 2004 MISC. REV.
REVISIONS

scale 1/4" = 1'-0"

date APRIL 2003

alterations & additions
905-925 St. Andrews Ave.

C. Moorhead
Architect
210, 207 W. HASTINGS STREET
VANCOUVER, B.C. V6B 1H7 Tel: 685-9438

RECEIVED
JUL 29 2004
CITY OF NORTH VANCOUVER
COMMUNITY DEVELOPMENT
DEPARTMENT

EXISTING
elevations
DUPLEX

A11

THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 8841

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. 8841” (Darrell Mussatto / Charles Moorhead, 925 and 935 St. Andrews Avenue and 288 East 9th Street, CD-424 Text Amendment).**
2. Comprehensive Development 424 Zone of Part 11 of Division V: Comprehensive Development Regulations of Document “A” of “Zoning Bylaw, 1995, No. 6700” is hereby amended as follows:
 - A. By deleting subsection (4) in its entirety and replacing it with the following:
 - (4) The Principal Buildings shall not exceed a Lot Coverage of 42 percent which shall include attached parking areas;
 - B. By deleting subsection (5)(a) in its entirety and replacing it with the following:
 - (5) The northernmost Principal Building shall be sited as follows:
 - (a) 28.6 metres (93.8 feet) from the Front Lot Line;

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