

AGENDA

SPECIAL MEETING OF COUNCIL

Monday, December 8, 2014

6:00 p.m.

Council Chamber, Municipal Hall

355 West Queens Road,

North Vancouver, BC

Council Members:

Mayor Richard Walton

Councillor Roger Bassam

Councillor Mathew Bond

Councillor Jim Hanson

Councillor Robin Hicks

Councillor Doug MacKay-Dunn

Councillor Lisa Muri



NORTH VANCOUVER
DISTRICT

www.dnv.org

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SPECIAL MEETING OF COUNCIL

6:00 p.m.
Monday, December 8, 2014
Council Chamber, Municipal Hall,
355 West Queens Road, North Vancouver

AGENDA

BROADCAST OF MEETING

- Online at www.dnv.org

1. REPORTS FROM COUNCIL OR STAFF

- 1.1. Bylaw 8092: 2014-2018 Consolidated Financial Plan – Amendment 1** p. 7-23
File No. 05.1780/

Recommendation:

THAT “2014-2018 Consolidated Financial Plan Approval Bylaw 8057, 2014, Amendment Bylaw 8092, 2014 (Amendment 1)” is ADOPTED.

- 1.2. 2014 Utility Rate Bylaws** p. 25-29
File No. 05.1715.20/20

- 1.2.1. Bylaw 8089: Solid Waste Collection and Recycling Service Fees - 2015** p. 31-36
File No. 05.1700.2015

Recommendation:

THAT the “Solid Waste Removal Bylaw 7631, 2007, Amendment Bylaw 8089, 2014 (Amendment 10)” is given FIRST, SECOND and THIRD Reading.

- 1.2.2. Bylaw 8091: Sewer and Drainage User Charges and Sewer Connection Fees - 2015** p. 37-50
File No. 05.1700

Recommendation:

THAT the “Sewer Bylaw 6656, 1994, Amendment Bylaw 8091, 2014 (Amendment 24)” is given FIRST, SECOND and THIRD Reading.

- 1.2.3. Bylaw 8090: Water User Charges and Water Connection Fees – 2015** p. 51-60
File No. 05.1700

Recommendation:

THAT the “Waterworks Regulation Bylaw 2279, 1958, Amendment Bylaw 8090, 2014 (Amendment 59)” is given FIRST, SECOND and THIRD Reading.

1.3. Novaco Childcare Centre Funding Support
File No.10.4750.30/019.000

p. 61-67

Recommendation:

THAT Council support the rebuild of the Novaco Childcare Centre in Lower Capilano by providing a one-time grant to the operator, North Shore Neighbourhood House, for a total of \$44,000 to be held in reserve until the society can fundraise the remaining amount; and,

THAT the funds are taken from unallocated 2014-2015 Lower Capilano core funding.

2. ADJOURNMENT


Recommendation:


That the Special Meeting of Council for the District of North Vancouver be adjourned.


REPORTS

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<i>Special meeting</i> AGENDA INFORMATION	
<input type="checkbox"/> Regular Meeting	Date: <u>Dec. 8, 2014</u>
<input type="checkbox"/> Workshop (open to public)	Date: _____


Dept.
Manager


GM/
Director


CAO

1.1

The District of North Vancouver REPORT TO COUNCIL

November 19, 2014
File: 05.1780/

AUTHOR: Linda Brick, Deputy Municipal Clerk

SUBJECT: Bylaw 8092: 2014-2018 Consolidated Financial Plan - Amendment 1

RECOMMENDATION:

THAT "2014-2018 Consolidated Financial Plan Approval Bylaw 8057, 2014, Amendment Bylaw 8092, 2014 (Amendment 1)" is ADOPTED.

BACKGROUND:

On November 17, 2014, Bylaw 8092 received First, Second and Third Readings.

The bylaw is now ready for consideration of Adoption by Council.

Options:

1. Adopt the bylaw;
2. Abandon the bylaw at Third Reading; or
3. Rescind Third Reading and debate possible amendments to the bylaw.

Respectfully submitted,



Linda Brick
Deputy Municipal Clerk

Attachments:

- 2014-2018 Consolidated Financial Plan Approval Bylaw 8057, 2014, Amendment Bylaw 8092, 2014 (Amendment 1)
- Staff Report – dated October 24, 2014

REVIEWED WITH:		
<input type="checkbox"/> Sustainable Community Dev. _____	<input type="checkbox"/> Clerk's Office _____	External Agencies:
<input type="checkbox"/> Development Services _____	<input type="checkbox"/> Communications _____	<input type="checkbox"/> Library Board _____
<input type="checkbox"/> Utilities _____	<input type="checkbox"/> Finance _____	<input type="checkbox"/> NS Health _____
<input type="checkbox"/> Engineering Operations _____	<input type="checkbox"/> Fire Services _____	<input type="checkbox"/> RCMP _____
<input type="checkbox"/> Parks & Environment _____	<input type="checkbox"/> ITS _____	<input type="checkbox"/> Recreation Com. _____
<input type="checkbox"/> Economic Development _____	<input type="checkbox"/> Solicitor _____	<input type="checkbox"/> Museum & Arch. _____
<input type="checkbox"/> Human resources _____	<input type="checkbox"/> GIS _____	<input type="checkbox"/> Other: _____

The Corporation of the District of North Vancouver

Bylaw 8092

A bylaw to amend the 2014-2018 Consolidated Financial Plan Approval Bylaw

The Council for The Corporation of the District of North Vancouver enacts as follows:

1. Citation

This bylaw may be cited as "2014-2018 Consolidated Financial Plan Approval Bylaw 8057, 2014, Amendment Bylaw 8092, 2014 (Amendment 1)".

2. Amendments

2.1 The 2014-2018 Consolidated Financial Plan Approval Bylaw is amended as follows:

- a. Section 3, *Reserve Fund Appropriations for Capital Expenditures*, is deleted in its entirety and replaced with the following new Section 3, *Reserve Fund Appropriations for Capital Expenditures*, as follows:

"3. Reserve Fund Appropriations for Capital Expenditures

The 2014-2018 Consolidated Financial Plan reserve fund appropriations totalling \$25,880,166 as set out below for 2013 are approved.

Capital Expenditures

1. Other Reserves

Public Art	\$ 86,000
Trails	45,000
	<hr/>
	\$ 131,000

2. Development Reserves

Roadways Development Cost Charges	\$ 693,000
Parks Development Cost Charges	138,441
Waterworks Development Cost Charges	482,704
Storm Drainage Development Cost Charges	32,071
Community Amenity Contributions	26,000
	<hr/>
	\$1,372,216

3. Equipment Replacement Reserves

General Equipment Reserve	\$ 1,268,000
Fire Equipment Reserve	740,000
Golf Facilities Equipment Reserve	138,450
Recreation Equipment Reserve	91,500
	<hr/>
	\$2,237,950

4. Infrastructure Replacement Reserve	
New William Griffin Community Recreation Centre	\$ 13,000,000
Technology Transformation (Permits & Licencing)	1,147,000
Keith Road Bridge Design	707,000
	<u>\$ 14,854,000</u>
5. New Capital Reserve	
Fibre Optics Network Expansion	\$ 500,000
William Griffin CRC Energy Projects	200,000
William Griffin CRC Commercial Space (top up)	100,000
	<u>\$ 800,000</u>
6. Land Opportunity Reserve	
Main Street Property Improvements	\$ 110,000
Keith Lynn School	5,400,000
Belle Isle Place	975,000
	<u>\$ 6,485,000</u>

- b. Schedule A *District of North Vancouver 2014-2018 Consolidated Financial Plan (000's)* is deleted in its entirety and is replaced with the attached Schedule A *District of North Vancouver 2014-2018 Consolidated Financial Plan (000's)* as shown in Schedule 1 of this Bylaw.

READ a first time November 17th, 2014

READ a second time November 17th, 2014

READ a third time November 17th, 2014

ADOPTED

Mayor

Municipal Clerk

Certified a true copy

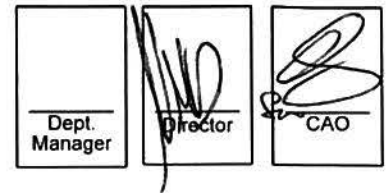
Municipal Clerk

Schedule A to Bylaw 8092

DISTRICT OF NORTH VANCOUVER 2014 – 2018 CONSOLIDATED FINANCIAL PLAN (000's)

	2014	2015	2016	2017	2018
REVENUES					
Taxation	87,296	90,052	92,888	95,805	99,260
Penalties and Interest on Taxes	645	658	671	684	698
Sales, Fees, and User Charges	77,375	84,761	88,164	90,623	92,095
Transfer from Governments	20,982	8,169	1,728	1,728	1,736
Investment Income	3,642	3,869	4,126	4,756	5,200
External Contributions	9,039	1,014	320	326	332
	198,979	188,523	187,897	193,922	199,321
PROCEEDS FROM DEBT	-	10,000	18,000	-	-
TRANSFERS FROM					
Accumulated Surplus Operating	4,822	3,644	3,857	4,971	3,693
Capital Committed Funds	196	-	-	-	-
Protective Services Reserve	804	372	272	275	216
Other Reserves	131	52	53	54	55
Development Reserves	1,372	5,766	480	173	241
Equipment Replacement Reserves	2,238	1,216	1,665	2,207	1,328
Land Opportunity Reserve	6,485	-	-	-	-
Infrastructure Replacement Reserve	14,854	16,043	98	-	-
New Capital & Innovation Reserve	800	400	-	-	-
	31,702	27,493	6,425	7,680	5,533
TOTAL	230,681	226,016	212,322	201,602	204,854
EXPENDITURES					
Capital Expenditures	75,498	67,424	48,407	31,798	32,295
Development Services	2,651	2,737	2,792	2,848	2,905
General Government	19,213	19,626	19,475	18,990	18,654
Health, Social and Housing	2,222	2,176	2,220	2,265	2,310
Parks, Recreation and Culture	31,689	31,876	32,494	33,153	33,825
Protective Services	39,333	40,060	41,015	41,966	43,030
Sewer Services	12,123	12,640	13,278	14,063	14,951
Solid Waste and Recycling Services	8,687	8,878	9,386	9,790	9,997
Transportation and Transit	5,853	5,558	5,703	5,851	6,002
Water Services	16,298	17,530	18,809	20,309	21,355
	213,567	208,505	193,579	181,033	185,324
DEBT SERVICE					
Principal & Interest	2,575	2,769	2,979	4,969	4,969
TRANSFERS TO					
Accumulated Surplus Operating	861	739	860	481	541
Accumulated Surplus Water	242	-	-	-	353
Accumulated Surplus Sewer	385	17	357	728	678
Other Reserves	157	184	201	219	227
Development Reserves	1,509	5,926	6,051	5,276	3,146
Equipment Replacement Reserves	2,357	2,473	2,482	2,380	2,458
Land Opportunity Reserve	340	420	470	525	543
Infrastructure Replacement Reserve	8,217	4,228	4,241	4,511	4,749
New Capital & Innovation Reserve	471	755	1,102	1,480	1,866
	14,539	14,742	15,764	15,600	14,561
TOTAL	230,681	226,016	212,322	201,602	204,854

COUNCIL AGENDA/INFORMATION		
<input type="checkbox"/> In-Cámara	Date: _____	Item # _____
<input checked="" type="checkbox"/> Regular	Date: <u>Nov 17/14</u>	Item # _____
<input type="checkbox"/> Info Package	Date: _____	Item # _____
<input type="checkbox"/> Agenda Addendum	Date: _____	Item # _____



The District of North Vancouver REPORT TO COUNCIL

October 24, 2014
File: 05.1780/Financial Plan Process/2012
Tracking Number: RCA -

AUTHOR: Rick Danyluk, Manager of Financial Planning

SUBJECT: 2014-2018 Consolidated Financial Plan - Bylaw Amendment 1

RECOMMENDATION:

THAT Council provide FIRST, SECOND, and THIRD reading of the "2014 – 2018 Consolidated Financial Plan Approval Bylaw 8057, 2014, Amendment Bylaw 8092, 2014 (Amendment 1)" on recommendation from the Finance and Audit Standing Committee

REASON FOR REPORT:

Since the adoption of the 2014-2018 Financial Plan in April a number of decisions and events have occurred which require amendments to the Financial Plan. These changes have been discussed by the Finance and Audit Standing Committee on October 16 and are recommended for adoption by Council. See attachment for details.

ANALYSIS:

The changes must be formally adopted in an amended financial plan to meet the requirements of the Community Charter.

Timing/Approval Process:

The Financial Plan must be amended for spending authority to be in place for related expenditures prior to year-end.

Financial Impacts:

See attached report.

Rick Danyluk
Manager of Financial Planning

A handwritten signature in blue ink, appearing to read 'Rick Danyluk', is written over the printed name and title.

The Corporation of the District of North Vancouver

Bylaw 8092

A bylaw to amend the 2014-2018 Consolidated Financial Plan Approval Bylaw

The Council for The Corporation of the District of North Vancouver enacts as follows:

1. Citation

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2. Amendments

2.1 The 2014-2018 Consolidated Financial Approval Bylaw is amended as follows:

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3. Equipment Replacement Reserves

General Equipment Reserve	\$ 1,268,000
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4. Infrastructure Replacement Reserve	
New William Griffin Community Recreation Centre	\$ 13,000,000
Technology Transformation (Permits & Licencing)	1,147,000
Keith Road Bridge Design	707,000
	<u>\$ 14,854,000</u>
5. New Capital Reserve	
Fibre Optics Network Expansion	\$ 500,000
William Griffin CRC Energy Projects	200,000
William Griffin CRC Commercial Space (top up)	100,000
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6. Land Opportunity Reserve	
Main Street Property Improvements	\$ 110,000
Keith Lynn School	5,400,000
Belle Isle Place	975,000
	<u>\$ 6,485,000</u>

- b. Schedule A *District of North Vancouver 2014-2018 Consolidated Financial Plan (000's)* is deleted in its entirety and is replaced with the attached Schedule A *District of North Vancouver 2014-2018 Consolidated Financial Plan (000's)* as shown in Schedule 1 of this Bylaw.

READ a first time

READ a second time

READ a third time

ADOPTED

Mayor

Municipal Clerk

Certified a true copy

Municipal Clerk

Schedule A to Bylaw 8092

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Infrastructure Replacement Reserve	14,854	16,043	98	-	-
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TOTAL	230,681	226,016	212,322	201,602	204,854

COUNCIL AGENDA/INFORMATION		
<input type="checkbox"/> In-Camera	Date: _____	Item # _____
<input type="checkbox"/> Regular	Date: _____	Item # _____
<input type="checkbox"/> Info Package	Date: _____	Item # _____
<input type="checkbox"/> Agenda Addendum	Date: _____	Item # _____

Dept. Manager	Director	CAO
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The District of North Vancouver

REPORT TO FINANCE & AUDIT STANDING COMMITTEE

October 10, 2014

File: 1715-40-06

Tracking Number: RCA -

AUTHOR: Rick Danyluk, Manager of Financial Planning

SUBJECT: 2014-2018 Consolidated Financial Plan - Bylaw Amendment 1

RECOMMENDATION:

THAT the Finance & Audit Standing Committee recommend to Council:

"That Council provide FIRST, SECOND, and THIRD reading of the "2014 – 2018 Consolidated Financial Plan Approval Bylaw 8057, 2014, Amendment Bylaw 8092, 2014 (Amendment 1)" on recommendation from the Finance and Audit Standing Committee".

REASON FOR REPORT:

Since the adoption of the 2014 -2018 Financial Plan on April 28, 2014 a number of changes have occurred which must be formally adopted in an amended financial plan to meet the requirements of the Community Charter.

ANALYSIS:

Section 173 (2) of the Community Charter states that "a municipality may make an expenditure that is included in that year of its financial plan, so long as the expenditure is not expressly prohibited by or under this or another act". Section 173 (3) of the Community Charter adds "A municipality may make an expenditure for an emergency that was not contemplated for that year in its financial plan, so long as the expenditure is not expressly prohibited by or under this or another Act", and under 173 (4b) "If an expenditure is made under that subsection, as soon as practicable, the council must amend the financial plan to include the expenditure and the funding source for the expenditure".

This amendment bylaw includes the acquisition of two properties, funding reallocations in connection with the New William Griffin Community Recreation Centre, the recognition of the financial impacts associated with the new recycling contract, and funding adjustments for a number of current projects and initiatives. In addition, as is normally the case, housekeeping items (i.e. reclassification between accounts, revisions of estimates, and receipts of external funding) are summarized and dealt with as part of the financial plan amendment process.

SUMMARY OF CHANGES:

Capital Plan

During this year, Council supported changes to Capital Expenditures through resolution and direction to amend the Financial Plan in the fall. Changes are summarized in Table A on the following page and are described in detail below:

1. Keith Lynn School & Belle Isle Place

Purchase of Keith Lynn School site at a cost of \$5.0 million and 1846 Belle Isle Place at a cost of \$975,000. Interim funding for the purchases is through the Land Opportunity Reserve with final funding to be determined once the use of the properties is finalized. Council resolution on July 7, 2014 authorized staff to execute the Purchase and Sale Agreements. Since the acquisition of the Keith Lynn School it has been determined that demolition of this facility is now required for safety reasons. The cost for this item is estimated at \$400,000 and is included in the amended Financial Plan.

2. William Griffin Community Recreation Centre

- Latest cost estimates for the new William Griffin Community Recreation Centre confirm that the \$1.1 million project contingency Council authorized holding in reserve is required to fully fund the project and bring core project costs to \$50.1 million. Council approved this funding source on July 12th, 2013. Market response to construction tenders and soil conditions experienced during excavation are the primary reasons for accessing the reserve at this juncture.
- The District intends to recover from the City of North Vancouver their share of the cost of the Administrative Office Space to be occupied by the North Vancouver Recreation and Culture Commission through a capital contribution or an annual facility charge. It is recommended to fund on an interim basis the City's share of construction costs estimated at \$1.2 million from the Infrastructure Replacement reserve with a view to return the funding once the agreement is in place.
- Opportunities for energy savings are included in the new William Griffin Community Recreation Centre which should attract a \$200,000 grant from BC Hydro. It is recommended to fund the work on an interim basis from the New Capital and Innovation reserve with a view to return the funds once the grant is received.
- The construction costs of the commercial space are estimated at \$.5 million which is included in the scope of the project. Since the rental income stream which is identified as a funding source to the project will not be realized until the facility is operational, it is recommended to fund the work from the New Capital and Innovation reserve with a view to return the funds from future rent.

- Opportunities for improvements to existing surrounding infrastructure are estimated at \$1.5 million some of which are already included in the project budget. It makes sense for the contractor to do this work to the riparian areas and parks infrastructure concurrent with the main project rather than after construction is complete. Therefore approximately \$.7 million of funding from the Infrastructure Replacement reserve for projects already identified in the 5-year Financial Plan to be moved into the project envelope and tracked separately.
3. The Mount Seymour Parkway Road Widening project is underfunded by \$200k due to an increased reliance on external consultants resulting from internal capacity issue, additional requirements imposed by other levels of government and minor scope change to the original specifications. Funding for this work is reallocated from prior year committed capital (surplus) and \$12k from the Sewer and Drainage utility to fund related works on Hogan's Pool.
 4. Capital expenditures are also amended for housekeeping changes including reallocations, reclassifications between funds and privately funded infrastructure for a total of \$731k.

TABLE A

Major Capital Projects (000's)	Total Project Cost	Funding Already Approved	Amendment
<u><i>With Council Resolution</i></u>			
1) Keith Lynn School Site	5,400	-	5,400
Belle Isle Property	975	-	975
2) William Griffin Community Centre			
- Core Project	50,100	49,000	1,100
- Administrative Offices	1,200	700	500
- Energy Savings	200	-	200
- Commercial Space	500	400	100
- Improvements to existing Infrastructure	1,500	800	700
<u><i>Resolution through Financial Plan</i></u>			
3) Mount Seymour Parkway	1,800	1,600	200
4) Housekeeping Items	731	-	731
Capital Expenditures	62,406	52,500	9,906

Operating Plan

During the year Council and partner agencies supported the following changes to the Operating Plan through resolution and direction to amend the Financial Plan:

1. The Library Board has approved reorganization costs totalling \$176k to be funded from the Library Surplus.
2. The new MMBC contract for Recycling Services will result in cost recoveries of \$400k in 2014 which is currently held in reserves. An amount of \$38k is required to finalize the evaluation of options for the municipality leaving a net transfer balance of \$362k. The balance will be returned to the Recycling and Solid Waste reserve pending future discussion on Solid Waste Plan objectives.
3. Additional staff and equipment resources have been added at a cost of \$169k in 2014 to reduce impacts from increased development activity. Funding for this initiative is from taxation revenue growth associated with new units. (July 7th Council resolution).
4. Housekeeping changes including Council approved utility rate adjustments and grants, reallocations and reclassifications between funds, transfers, and net operating expenditures for a net impact of (\$159k).

The Financial Plan has been amended for Capital and Operating Plan changes as follows:

TABLE B

Use of Funds (000's)	Change	Original	Revised
<u>Expenditures</u>			
<i>Capital</i>			
Major Projects	9,175	-	9,175
Housekeeping	731	65,592	66,323
	9,906	65,592	75,498
<i>Operating</i>			
Library Reorganization	176	-	176
Development Activity	169	-	169
Housekeeping	(159)	137,883	137,724
Total Expenditures	10,092	203,475	213,567
Debt Service	-	2,575	2,575
<u>Transfers To</u>			
Accumulated Surplus - Recycling MMBC	362	-	362
Accumulated Surplus - Other	62	1,064	1,126
Reserves (Allocation to Development)	(169)	13,220	13,051
Total Transfers	255	14,284	14,539
Grand Total	10,347	220,334	230,681

Timing/Approval Process:

The Financial Plan must be amended for spending authority to be in place for related expenditures prior to year-end.

Financial Impacts:

See revised Schedule A, Amendment 1, Bylaw 8092



Rick Danyluk
Manager of Financial Planning

REVIEWED WITH: <input type="checkbox"/> Sustainable Community Development <input type="checkbox"/> Development Services <input type="checkbox"/> Utilities <input type="checkbox"/> Engineering Operations <input type="checkbox"/> Parks & Environment <input type="checkbox"/> Economic Development	REVIEWED WITH: <input type="checkbox"/> Clerk's Office <input type="checkbox"/> Corporate Services <input type="checkbox"/> Communications <input type="checkbox"/> Finance <input type="checkbox"/> Fire Services <input type="checkbox"/> Human resources <input type="checkbox"/> ITS <input type="checkbox"/> Solicitor <input type="checkbox"/> GIS	REVIEWED WITH: External Agencies: <input type="checkbox"/> Library Board <input type="checkbox"/> NS Health <input type="checkbox"/> RCMP <input type="checkbox"/> Recreation Commission <input type="checkbox"/> Other: _____	REVIEWED WITH: Advisory Committees: <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____
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The Corporation of the District of North Vancouver

Bylaw 8092

A bylaw to amend the 2014-2018 Consolidated Financial Plan Approval Bylaw

The Council for The Corporation of the District of North Vancouver enacts as follows:

1. Citation

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1. Other Reserves

Public Art	\$ 86,000
Trails	45,000
	<hr/>
	\$ 131,000

2. Development Reserves

Roadways Development Cost Charges	\$ 693,000
Parks Development Cost Charges	138,441
Waterworks Development Cost Charges	482,704
Storm Drainage Development Cost Charges	32,071
Community Amenity Contributions	26,000
	<hr/>
	\$1,372,216

3. Equipment Replacement Reserves

General Equipment Reserve	\$ 1,268,000
Fire Equipment Reserve	740,000
Golf Facilities Equipment Reserve	138,450
Recreation Equipment Reserve	91,500
	<hr/>
	\$2,237,950

4. Infrastructure Replacement Reserve	
New William Griffin Community Recreation Centre	\$ 13,000,000
Technology Transformation (Permits & Licencing)	1,147,000
Keith Road Bridge Design	707,000
	<u>\$ 14,854,000</u>
5. New Capital Reserve	
Fibre Optics Network Expansion	\$ 500,000
William Griffin CRC Energy Projects	200,000
William Griffin CRC Commercial Space (top up)	100,000
	<u>\$ 800,000</u>
6. Land Opportunity Reserve	
Main Street Property Improvements	\$ 110,000
Keith Lynn School	5,400,000
Belle Isle Place	975,000
	<u>\$ 6,485,000</u>

- b. Schedule A *District of North Vancouver 2014-2018 Consolidated Financial Plan (000's)* is deleted in its entirety and is replaced with the attached Schedule A *District of North Vancouver 2014-2018 Consolidated Financial Plan (000's)* as shown in Schedule 1 of this Bylaw.

READ a first time

READ a second time

READ a third time

ADOPTED

Mayor

Municipal Clerk

Certified a true copy

Municipal Clerk

Schedule A to Bylaw 8092

**DISTRICT OF NORTH VANCOUVER
2014 – 2018 CONSOLIDATED FINANCIAL PLAN (000's)**

	2014	2015	2016	2017	2018
REVENUES					
Taxation	87,296	90,052	92,888	95,805	99,260
Penalties and Interest on Taxes	645	658	671	684	698
Sales, Fees, and User Charges	77,375	84,761	88,164	90,623	92,095
Transfer from Governments	20,982	8,169	1,728	1,728	1,736
Investment Income	3,642	3,869	4,126	4,756	5,200
External Contributions	9,039	1,014	320	326	332
	<u>198,979</u>	<u>188,523</u>	<u>187,897</u>	<u>193,922</u>	<u>199,321</u>
PROCEEDS FROM DEBT	-	10,000	18,000	-	-
TRANSFERS FROM					
Accumulated Surplus Operating	4,822	3,644	3,857	4,971	3,693
Capital Committed Funds	196	-	-	-	-
Protective Services Reserve	804	372	272	275	216
Other Reserves	131	52	53	54	55
Development Reserves	1,372	5,766	480	173	241
Equipment Replacement Reserves	2,238	1,216	1,665	2,207	1,328
Land Opportunity Reserve	6,485	-	-	-	-
Infrastructure Replacement Reserve	14,854	16,043	98	-	-
New Capital & Innovation Reserve	800	400	-	-	-
	<u>31,702</u>	<u>27,493</u>	<u>6,425</u>	<u>7,680</u>	<u>5,533</u>
TOTAL	230,681	226,016	212,322	201,602	204,854
EXPENDITURES					
Capital Expenditures	75,498	67,424	48,407	31,798	32,295
Development Services	2,651	2,737	2,792	2,848	2,905
General Government	19,213	19,626	19,475	18,990	18,654
Health, Social and Housing	2,222	2,176	2,220	2,265	2,310
Parks, Recreation and Culture	31,689	31,876	32,494	33,153	33,825
Protective Services	39,333	40,060	41,015	41,966	43,030
Sewer Services	12,123	12,640	13,278	14,063	14,951
Solid Waste and Recycling Services	8,687	8,878	9,386	9,790	9,997
Transportation and Transit	5,853	5,558	5,703	5,851	6,002
Water Services	16,298	17,530	18,809	20,309	21,355
	<u>213,567</u>	<u>208,505</u>	<u>193,579</u>	<u>181,033</u>	<u>185,324</u>
DEBT SERVICE					
Principal & Interest	2,575	2,769	2,979	4,969	4,969
TRANSFERS TO					
Accumulated Surplus Operating	861	739	860	481	541
Accumulated Surplus Water	242	-	-	-	353
Accumulated Surplus Sewer	385	17	357	728	678
Other Reserves	157	184	201	219	227
Development Reserves	1,509	5,926	6,051	5,276	3,146
Equipment Replacement Reserves	2,357	2,473	2,482	2,380	2,458
Land Opportunity Reserve	340	420	470	525	543
Infrastructure Replacement Reserve	8,217	4,228	4,241	4,511	4,749
New Capital & Innovation Reserve	471	755	1,102	1,480	1,866
	<u>14,539</u>	<u>14,742</u>	<u>15,764</u>	<u>15,600</u>	<u>14,561</u>
TOTAL	230,681	226,016	212,322	201,602	204,854

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Dept. Manager	Director	CAO
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The District of North Vancouver REPORT TO COUNCIL

November 21, 2014
File: 05.1715.20/020.000
Tracking Number: RCA -

AUTHOR: Nicole Deveaux, Chief Financial Officer

SUBJECT: 2015 Utility Rate Bylaws

REASON FOR REPORT:

This report is for information purposes. The proposed 2015 utility rates for Water, Sewer and Drainage and Recycling and Solid Waste represent a combined increase of 1.7% for single family homes, slightly below the expected rate of inflation for the year. The proposed rate increases are consistent with Council's objectives of maintaining financial sustainability in the management of utility infrastructure but are noticeably less than previously indicated in our 10-year financial model. This discrepancy is attributable to Metro Vancouver holding its rate increase for 2015 at near zero pending a comprehensive review of their ten-year capital program.

The 1.7% rate increase reflects inflationary pressures, a more modest capital program and improved contributions to reserves. Reserve contributions are enhanced by the financial assistance received under the Multi-Materials BC program (\$600k) which is being held in anticipation of possible future changes to the residential solid waste collection system, including the standardization of collection bins. On a combined basis, contributions to capital and reserves for the Water and Sewer and Drainage utilities are sufficient to support their long term asset management plans.

In addition to the proposed rate increases, the prior year strategy of minor rate shifts to better align consumption with cost of service continues. For the third year in a row, secondary suites will benefit from a 0% increase in sewer rate and half the proposed increase in water rate. Other customer classes will also experience some minor rate adjustments.

SUMMARY:

Rate Increases

The proposed utility bylaws for 2015 reflect rate increases of 2% for Water, 2.2% for Sewer and Drainage, and 0.6% for Recycling and Solid Waste. A summary of the 2015 combined dollar impact on rate payers is included in Appendix A. In dollar terms, these percentage increases on a combined basis translate into a \$25.70 cost increase per single family home.

Metro Vancouver

It is worth noting that the 2015 rates provided by Metro Vancouver are not in line with prior year predictions and do not appear to reflect impacts from long range capital plans previously shared. The table below shows Metro's last year predictions for years 2015 – 2018 in comparison to actual rates provided this year. Metro Vancouver has not provided rates for subsequent years pending the outcome of their review.

Rate Increases - Metro Vancouver

	Table Last Year					This Year
	2014	2015	2016	2017	2018	2015
Water rate	4.0%	8.1%	7.9%	8.6%	4.9%	1.7%
Sewage levy	6.9%	4.0%	5.0%	6.0%	6.5%	-0.1%
Garbage tipping fee	0.9%	9.3%	20.3%	10.6%	0.0%	0.9%
Organics tipping fee	0.0%	3.0%	3.0%	3.0%	3.0%	0.0%

In order to minimize the risk of potential rate spikes in future years, Council may wish to support a different utility rate increase option which would bring rates closer to last year's predictions and result in a combined rate increase of 3.0% for single family homes instead of 1.7%. Appendix B shows the dollar impact of such an increase on rate payers. Under this scenario, a single family home would see an increase of \$44.00 instead of \$25.70. The benefit of such an approach would be to smooth future rate increases by building reserves for rate stabilization.

Minor Rate Shifts

The Utility Rate Study showed evidence of misalignment between utility rates and cost of service. In 2013 Council approved minor shifts between classes as a step in the right direction but further analysis including a metering pilot study was required before significant changes could be supported. This work is still ongoing. The following minor shifts continue the strategies endorsed in 2013 and are included in the 2015 Utility Rate Bylaws:

1. Limit combined Secondary Suite rate increase to 0.6% (1% increase for Water and a 0% increase for Sewer).
2. Continue 10-year strategy to increase Rest Home bed rates by 16% for water and 26% for sewer per year and consider options for flow metering or higher flat rate as alternative.

3. Continue with a \$0 charge for properties with Swimming Pools as the water use study is still ongoing. Further analysis in 2015 will identify if new user classes and rates are warranted.

The net revenue changes resulting from these shifts are not material.

CONCLUSION:

The proposed combined 1.7% utility rate increase is consistent with the District's aim to manage its cost of service diligently while recognizing the need to provide a level of funding that is sufficient to meet its asset management plans.

Given the uncertainty regarding Metro Vancouver future rates, Council has the option of raising utility rates on a combined basis by 3% and augment the contribution to reserves for future rate stabilization.



Nicole Deveau,
Chief Financial Officer

REVIEWED WITH:	REVIEWED WITH:	REVIEWED WITH:	REVIEWED WITH:
<input type="checkbox"/> Sustainable Community Development	<input type="checkbox"/> Clerk's Office	External Agencies:	Advisory Committees:
<input type="checkbox"/> Development Services	<input type="checkbox"/> Corporate Services	<input type="checkbox"/> Library Board	<input type="checkbox"/> _____
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<input type="checkbox"/> Engineering Operations	<input type="checkbox"/> Finance	<input type="checkbox"/> RCMP	<input type="checkbox"/> _____
<input type="checkbox"/> Parks & Environment	<input type="checkbox"/> Fire Services	<input type="checkbox"/> Recreation Commission	
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	<input type="checkbox"/> Solicitor		


	2014 Rates	2015 Rates	Change \$	Change %
Flat Rates				
Single Family (W,S,G,O,R)	\$ 1,473.00	\$ 1,498.70	\$ 25.70	1.7%
Row House/Duplex (W,S)	\$ 981.00	\$ 1,002.00	\$ 21.00	2.1%
Secondary Suites (W,S)	\$ 602.00	\$ 605.40	\$ 3.40	0.6%
Multifamily - Flat (W,S,R)	\$ 1,049.30	\$ 1,070.30	\$ 21.00	2.0%
Rest Home (per bed) (W,S)	\$ 201.00	\$ 246.20	\$ 45.20	22.5%
Commercial Flat (W,S)	\$ 1,165.00	\$ 1,189.00	\$ 24.00	2.1%
Church (W,S)	\$ 1,165.00	\$ 1,189.00	\$ 24.00	2.1%
Metered rates				
- Water Monthly Base Rate (incl. 1000 cu.ft.)	\$ 56.25	\$ 57.38	\$ 1.13	2.0%
- Water Volume Charge (per 100 cu.ft.)	\$ 3.46	\$ 3.53	\$ 0.07	2.0%
- Sewer Monthly Base Rate (incl. 1000 cu.ft.)	\$ 55.15	\$ 56.36	\$ 1.21	2.2%
- Sewer Volume Charge (per 100 cu.ft.)	\$ 5.65	\$ 5.77	\$ 0.12	2.2%


W = Water
S = Sewer
G = Garbage
O = Organics
R = Recycling

		2014 Rates	2015 Rates	Change \$	Change %
Flat Rates					
Single Family	(W,S,G,O,R)	\$ 1,473.00	\$ 1,517.00	\$ 44.00	3.0%
Row House/Duplex	(W,S)	\$ 981.00	\$ 1,015.00	\$ 34.00	3.5%
Secondary Suites	(W,S)	\$ 602.00	\$607.20	\$ 5.20	0.9%
Multifamily - Flat	(W,S,R)	\$ 1,049.30	\$1,084.00	\$ 34.70	3.3%
Rest Home (per bed)	(W,S)	\$ 201.00	\$ 246.20	\$ 45.20	22.5%
Commercial Flat	(W,S)	\$ 1,165.00	\$ 1,205.00	\$ 40.00	3.4%
Church	(W,S)	\$ 1,165.00	\$ 1,205.00	\$ 40.00	3.4%
Metered rates					
- Water Monthly Base Rate (incl.1000 cu.ft.)		\$ 56.25	\$ 58.33	\$ 2.08	3.7%
- Water Volume Charge (per 100 cu.ft.)		\$ 3.46	\$ 3.59	\$ 0.13	3.7%
- Sewer Monthly Base Rate (incl.1000 cu.ft.)		\$ 55.15	\$ 56.93	\$ 1.78	3.2%
- Sewer Volume Charge (per 100 cu.ft.)		\$ 5.65	\$ 5.83	\$ 0.18	3.2%

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 Dept.
Manager


 Director


 CAO

The District of North Vancouver REPORT TO COUNCIL

November 14, 2014
File: 05.1700.2015

**SUBJECT: SOLID WASTE COLLECTION AND RECYCLING SERVICE FEES - 2015,
BYLAW 7631**

RECOMMENDATION:

THAT "Solid Waste Removal Bylaw 7631, 2007, Amendment Bylaw 8023, 2014 (Amendment 10)" is read a FIRST, SECOND and THIRD time.

REASON FOR REPORT:

To establish the waste collection and recycling services fees for 2015.

SUMMARY:

The current 2014 Waste Collection and Recycling Services Fees and the proposed 2015 Waste Collection and Recycling Services Fees are shown in the following table.

	2014 Rate	2015 Rate	\$ Change	% Change
Single-family				
Garbage	\$119.60	\$120.80	\$1.20	1.0%
Organics	\$94.20	\$94.70	\$0.50	0.5%
Solid waste total	\$213.80	\$215.50	\$1.70	0.8%
Recycling	\$94.20	\$94.20	0	0.0%
Combined	\$308.00	\$309.70	\$1.70	0.6%
Multi- family				
Recycling	\$68.30	\$68.30	0	0.0%

BACKGROUND:

The Waste Collection and Recycling Services Fees provide funding for solid waste and recycling services to single family homes and recycling services to multi-family homes within the District of North Vancouver.

EXISTING POLICY:

The waste collection rates and regulations are established through Solid Waste Removal Bylaw 7631.

ANALYSIS:

Single Family garbage and organics rate

The rate for single family garbage and organics collection for next year is proposed to be \$215.50, a 0.8% increase from the 2014 rate of \$213.80 per property. This increase is due to inflation on costs. These increases are partially offset by a diversion of food waste from the garbage stream to the organics collection stream.

Recycling rate

Rates for single family and multi-family recycling will remain unchanged in 2014. Adjustments to rates if any as a result of Council's decision on the service model in connection with the new Multi-Materials BC packaging and printed paper program will be implemented in 2016.

The rate for single family recycling for next year is proposed to be \$94.20, unchanged from 2014, and the rate for multi-family recycling is proposed to be \$68.30, unchanged from 2014. Any revenues exceeding costs will be directed to reserves in anticipation of possible future changes in the overall residential solid waste collection program such as the standardization of single family bins.

Timing/Approval Process:

Council's approval of the utility charges and adoption of the amending bylaw is needed as part of the 2015 budget.

Concurrence:

This report has been reviewed by the Financial Planning Department.

Financial Impacts:

The total estimated revenue required to fund solid waste services, including recycling, for 2015 is \$8.16 M.

Social Policy Implications:

The provision of solid waste collection is a fundamental service which a community requires in order to ensure a high standard of public health.

Business Plan:

The proposed 2015 Solid Waste Removal By-law is consistent with the objectives of the District of North Vancouver Business Plan and is evident in the following Business Plan statements:


"Basic services provided by the District include police and fire protection, solid waste collection, water, sanitary and storm sewers, parks and local roads."

"We understand and strive to meet the high standard of essential service expected by our residents and businesses. The essential services include public safety, health and transportation – such as Fire, Police, Water, Sanitary Services, Drainage and Roads."



L.M. Jensen

Manager – Engineering Operations

<u>VIEWED WITH:</u>	<u>REVIEWED WITH:</u>	<u>REVIEWED WITH:</u>	<u>REVIEWED WITH:</u>
<input type="checkbox"/> Sustainable Community Development	<input type="checkbox"/> Clerk's Office	External Agencies:	Advisory Committees:
<input type="checkbox"/> Development Services	<input type="checkbox"/> Corporate Services	<input type="checkbox"/> Library Board	<input type="checkbox"/> _____
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The Corporation of the District of North Vancouver

Bylaw 8089

A bylaw to amend the Solid Waste Removal Bylaw 7631, 2007

The Council for The Corporation of the District of North Vancouver enacts as follows:

1. Citation

This bylaw may be cited as "Solid Waste Removal Bylaw 7631, 2007, Amendment Bylaw 8089, 2014 (Amendment 10)".

2. Amendments

Solid Waste Removal Bylaw 7631 (2007) is amended as follows:

- a. Schedule A, *Fees for Solid Waste Collection*, is deleted in its entirety and replaced with a new Schedule A, *Fees for Solid Waste Collection*, as shown in Schedule 1 of this Bylaw.

3. Effective Date

The effective date of this bylaw is January 1, 2015.

READ a first time

READ a second time

READ a third time

ADOPTED

Mayor

Municipal Clerk

Certified a true copy

Municipal Clerk

Schedule 1 to Bylaw 8089

Schedule A

1. Solid Waste Collection Fees

Description	Single Family Property	Multi-Family Property
Garbage and yard trimmings collection	\$215.50	N/A
Recyclable material collection	\$94.20	\$68.30 per unit

Carts & Tags

Residential garbage carts – 140 litres (Fee includes applicable taxes and delivery)	\$129.00	N/A
Bear resistant residential garbage carts – 140 litres (Fee includes applicable taxes and delivery)	\$199.00	N/A
Bear resistant residential organic carts – 240 litres (Fee includes applicable taxes and delivery)	\$215.00	N/A
Residential garbage tag (For garbage in excess of 154 litres)	\$3.00	N/A

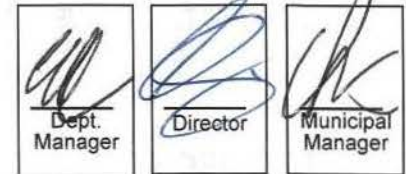
2. Bulk Container Fees

Description	Container Size				
	1 Yard	2 Yard	3 Yard	4 Yard	6 Yard
Container Rental:					
Cardboard Container Monthly Rental Fee	N/A	\$45.00	\$45.00	\$45.00	\$45.00
Cardboard Container Monthly Rental Fee with Jitney	N/A	\$55.00	\$55.00	\$55.00	\$55.00
Solid Waste Container Monthly Rental Fee	\$14.00	\$15.00	\$16.00	\$17.00	\$19.00
Solid Waste Container Tipping Fees: (Charge per Tip)					
(a) Residential					
(i) with 1 - 3 containers	\$20.00	\$24.00	\$29.25	\$35.75	\$44.50
(ii) with 4 - 7 containers	N/A	\$22.75	\$27.75	\$34.00	\$42.00
(iii) with 8 - 11 containers	N/A	\$21.75	\$26.25	\$32.25	\$40.00
(iv) with 12+ containers	N/A	\$19.25	\$20.50	\$28.75	\$35.50
(b) Schools, Churches, Institutional	N/A	\$27.00	\$33.25	\$39.25	\$51.50
(c) Commercial, Industrial (1 tip/ week)	N/A	\$29.00	\$36.75	\$44.00	\$51.00
1 tip/ 2 weeks	N/A	\$33.50	\$41.00	\$50.00	\$53.00
1 tip/ 4 weeks	N/A	\$36.00	\$43.75	\$51.00	\$55.00

On request	N/A	\$38.50	\$46.00	\$53.00	\$57.00
Charges per Tip in addition to Container Tipping Fees	N/A	\$38.50	\$46.00	\$53.00	\$57.00
(a) Casters	\$3.50				
(b) Locks	\$1.00				
(c) Jitney (Includes Casters)	\$21.00				

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1.2.2



The Corporation of the District of North Vancouver

REPORT TO COUNCIL

November 24, 2014
File: 05.1700

AUTHOR: Shaun Carroll, P.Eng., Acting Manager, Utilities

**SUBJECT: SEWER AND DRAINAGE USER CHARGES AND SEWER CONNECTION FEES
– 2015 - BYLAW 8091**

RECOMMENDATION

THAT "Sewer Bylaw 6656, 1994, Amendment Bylaw 8091, 2014 (Amendment 24)" is given FIRST, SECOND, and THIRD Reading.

REASON FOR REPORT:

The sewer and drainage user charges and connection fees charged by the District are specified in Sewer Bylaw 6656. This report provides information and recommendations regarding proposed amendments for 2015.

SUMMARY:

The proposed rate increases are consistent with the comprehensive utility study conducted in 2012 and Council's objectives of maintaining the financial sustainability in the management of utility infrastructure.

The proposed charge for a single-family residence in 2015 is \$559, an increase of 2.2% or \$12 over 2014. The increase is attributed to inflationary drivers while maintaining the combined funding for capital and reserves at required levels.

BACKGROUND:

The Sewer and Drainage Utility provides sewerage and drainage collection for the District of North Vancouver. User charges are the main source of funds for the Utility. The revenue from the user charges must be sufficient to cover Metro Vancouver flow-through charges, annual operating costs of the Utility, to provide funds for capital works, and to create and maintain accumulated reserve funds at an acceptable level.

EXISTING POLICY:

The Sewer Utility operates as a self-sufficient financial entity with no debt financing. The 2012 utility (FCS) study indicated that industry best practices required reserve balances to be set at a minimum of \$5.5M - \$6.1M (2012\$), much higher than traditionally held. As a result, a multi-year reserve contribution started in 2013 and continues in 2015. The reserves are required to address working capital, rate stabilization, capital contingency, and system reinvestment funding requirements.

ANALYSIS:

Estimated revenues and expenditures over the next five years are provided in Appendix A, "Sewer and Drainage Utility, 2015 – 2019 Draft Financial Plan".

Part 1. Cost of Service

The four major areas of expenditure that affect the outcome of the rate setting process are shown below, along with an explanation of changes for 2015. The combined impact from these changes requires an across-the-board rate increase of 2.2% to all customer classifications.

1. Liquid Waste Charges (Metro Vancouver)

Metro Vancouver facilities and operations charges are levied to the North Shore municipalities for conveyance and treatment of sewage. The charges are comprised of operating/administration costs and capital debt charges. In 2015 Metro Vancouver charges will decrease by 0.7% or \$65k for a total of \$8.9M and comprise 44.2% of the Sewer and Drainage Utility expenditures.

2. District Operations

Operations expenditures for 2015 increase 2.7% or \$105k to \$4.1M and comprise 20.3% of overall expenditures. The predicted increase is due to inflationary drivers such as fuel and material and negotiated labour costs. Activities and programs performed are:

- Sanitary sewer main and service cleaning and maintenance
- Sewage lift station inspections, maintenance and repairs
- Storm sewer main and service cleaning and maintenance
- Ditch and creek cleaning and brushing, drainage inlet and culvert cleaning and maintenance
- Administration

Service Abandonment Fee

A new recoverable Service Abandonment definition and fee (\$2,500.00 per sewer lateral) is proposed to reflect the cost of permanently abandoning sewer laterals. This fee will primarily affect developments where multiple lots are amalgamated.

3. District Capital Programs

A significant amount of work rolls forward from 2014 (\$2.9M), allowing the 2015 contribution to capital fund to decrease by 38% (\$2.3M) to \$3.8M. This combined funding supports the Sewer Asset Management Plan. The 2015 contribution to capital comprises 19% of overall expenditures. Works performed include planned asset replacement and upgrading for the following programs:

- Sanitary Sewer Inspection
- Sanitary Sewer Mainline and Lateral Replacement/Rehabilitation
- Sewage Lift Station Upgrading
- Storm Sewer Replacement and Upgrading
- Storm Sewer Inspection
- Integrated Stormwater Management and Watercourse

4. Contribution to Reserves

The sewer and drainage reserve fund balance is currently \$2M, much lower than the minimum target. The one time reduction in the capital program supports a higher contribution to reserves of \$3.3M placing reserves close to the minimum target range. Reserve contributions represent 16.5% of overall expenditures.

Part 2. Rate Shifts

In addition to the proposed rate increase of 2.2% driven by the changes detailed above, some rate shifts are recommended based on Council agreement to better align consumption with cost of service. Minor ongoing rate shifts outlined below continue through 2015.

1. Secondary Suites

The 2015 secondary suite rate is \$258 and is, unchanged from 2014. This rate continues the FCS study recommendation aimed at bringing equity to this rate on a gradual basis over a 10 year period (first year 2013). The District is projected to have 4,000 secondary suite units at the end of 2014.

The billing start and end dates for premises that include a secondary suite is also revised to provide better clarity for premises connected or disconnected mid-year.

2. Rest Home Charge Realignment

The 2015 per bed rate is \$163.80, an increase of 26% but still significantly less than the estimated cost of service. Due to the substantial increase in rates recommended by the FCS study (430%), this rate class is being increased gradually over a 10 year period (first year 2013). We encourage these customers (DNV has 2 rest homes and 284 beds) to install flow metering or face substantially higher flat rate charges in future years.

Timing/Approval Process:

To apply the proposed rate increase to metered charges for the full year in 2015, it is necessary for Council to approve the bylaw amendments prior to January 1, 2015.

Concurrence:

This report has been reviewed by the Financial Planning and Engineering Services Departments.

Financial Impacts:

Cost of service impacts for 2015 are discussed page 2 of this report and result in a 2.2% across the board rate increase. The proposed charge for a single-family residence in 2015 is \$559, an increase of \$12 over 2014, much less than last year's predicted increase of \$27 in 2015. Financial impacts for 2016 – 2019 are discussed below.

Liquid Waste Charges (Metro Vancouver)

The construction of a new secondary sewage treatment plant for the North Shore will likely result in significant sewage levy increases in future years. The Provincially approved 2010 Integrated Liquid Waste and Resource Management Plan (ILWRMP) mandates that the new treatment plant be constructed by 2020. The practice of Metro providing five year rate projections ceased in 2014 resulting in uncertainty regarding rates to North Shore Sewerage Area residents for 2016-2019. The sewage rate increases for these years is now shown at 5% and are based on historical data pending new information from Metro Vancouver.

District Programs

The District's Sanitary and Drainage Asset Management Plans support assets with a total replacement value of over \$500M. The 2016 – 2019 contributions to capital respond to needs identified in these plans and reserves are used to stabilize customer rate increases at approximately 3% and maintain the minimum reserve fund balance.

Liability/Risk:

If the user charges are not amended the Utility will be forced to run an operating deficit and/or suffer service level reductions and/or deplete the accumulated sewer reserve. If the capital programs for sewer main replacement/rehabilitation, sewage lift station upgrading, and renewal, infiltration/inflow reduction program, upgrading and installation of drainage works are not continued, the District will be exposed to an increasing risk of damage to District property and an increasing liability for private property damage, environmental damage, and service interruption.

Social Policy Implications:

Sewage and drainage collection and disposal are fundamental services which a community requires in order to ensure a high standard of public health and safety.

Environmental Impact:

Through planned maintenance and capital upgrading, the Utility protects its infrastructure and minimizes the chance of sewage spills into the environment.


Public Input:

Council provides an opportunity for public input through the bylaw adoption and budget process.

Conclusion:

By approving the revised sewer and drainage user charges and maintaining a prudent level of sewer reserves, Council will ensure that sufficient funding is available for the Utility to continue to be financially self-sufficient. Council's continued support of the FCS Study based recommended Bylaw changes will promote equity for charges based on water use, better align water user sectors with industry standards, and provide rate stability in the future. A minor increase to the 2015 rate structure is required in order to pass on inflationary increases and maintain required funding levels for capital and reserves. Adequate funding is required to provide the programs necessary to maintain a high standard of public health and minimize risk of damage to property and the environment.

Shaun Carroll, P.Eng.,
Acting Manager, Utilities

REVIEWED WITH:	REVIEWED WITH:	REVIEWED WITH:	REVIEWED WITH:
<input type="checkbox"/> Communications	<input checked="" type="checkbox"/> Finance 	External Agencies:	Advisory Committees:
<input type="checkbox"/> Env. Protection	<input type="checkbox"/> Fire Services	<input type="checkbox"/> Recreation Commission	<input type="checkbox"/> _____
<input type="checkbox"/> Human Resources	<input type="checkbox"/> Legislative Services	<input type="checkbox"/> Library Board	<input type="checkbox"/> _____
<input type="checkbox"/> Eng. Trans/Public Works	<input type="checkbox"/> Land	<input type="checkbox"/> Health Dept.	<input type="checkbox"/> _____
<input type="checkbox"/> Eng. Admin	<input type="checkbox"/> Building	<input type="checkbox"/> RCMP	
<input type="checkbox"/> Eng. Parks	<input type="checkbox"/> Community Planning	<input type="checkbox"/> Other: _____	
<input type="checkbox"/> Eng. Utilities			

(000's)	Final Budget 2012	Final Budget 2013	Final Budget 2014	Draft Budget 2015	PLAN			
					2016	2017	2018	2019
Revenues								
Flat Rate	11,694	13,175	14,057	14,544	14,979	15,429	15,893	16,369
Metered Rate	4,039	4,151	4,355	4,517	4,653	4,792	4,936	5,084
Connection Charges	822	1,214	938	962	982	1,001	1,021	1,042
Other Revenues	36	108	59	36	37	37	38	39
Contribution from Surplus		-	-	-	47	-	-	-
Total Revenues	16,591	18,648	19,409	20,059	20,698	21,259	21,888	22,534
Expenditures								
Liquid Waste Charges (Metro Vancouver)	8,708	8,374	8,930	8,865	9,308	9,773	10,262	10,775
District Operations								
Administration	402	429	437	449	458	468	477	486
Operations & Maintenance								
Sewer Maintenance	1,094	1,116	1,191	1,226	1,253	1,281	1,310	1,340
Drainage Maintenance	622	616	627	646	658	671	685	699
Connections	822	1,214	938	962	982	1,001	1,021	1,042
Contribution to General Operating Fund	739	750	764	779	795	810	827	843
	3,679	4,125	3,957	4,062	4,146	4,231	4,320	4,410
Contribution to Sewer & Drainage Capital Fund	4,153	6,030	6,137	3,809	7,244	6,420	6,701	7,010
Contribution to Sewer & Drainage Reserves	50	119	385	3,323	-	835	604	339
Total Expenditures	16,591	18,648	19,409	20,059	20,698	21,259	21,887	22,534
SINGLE FAMILY RESIDENTIAL FLAT RATE	\$ 461	\$ 521	\$ 547	\$ 559	\$ 576	\$ 593	\$ 611	\$ 629

The Corporation of the District of North Vancouver

Bylaw 8091

A bylaw to amend the Sewer Bylaw 6656, 1994

The Council for The Corporation of the District of North Vancouver enacts as follows:

1. Citation

This bylaw may be cited as "Sewer Bylaw 6656, 1994, Amendment Bylaw 8091, 2014 (Amendment 24)".

2. Amendments

Sewer Bylaw 6656, 1994, is amended as follows:

- a. Section 2 Interpretation is expanded to include the addition of two new definitions:
 - I. **service capping** means to temporarily isolate a sewer lateral with the intent of reuse.
 - II. **service abandonment** means to permanently abandon the sewer lateral and connection at the main with no intent of reuse.
- b. Section 12. a) is deleted and replaced in its entirety with:
 - I. All new storm drainage connections and sanitary drainage connections that do not require a monitoring chamber or an oil and grit chamber or have a man-hole at or near the property line shall be equipped with an inspection chamber that meets the technical specifications set out in SSD-S.6 and Sewer Service Connection Details.
- c. Attachment 3 is deleted in its entirety.
- d. Attachment 4 Schedule of Installation Charges is deleted in its entirety and replaced with new Attachment 4 and renamed Attachment 3 as shown in Schedule A of this bylaw.
- e. Attachment 5 is deleted in its entirety and replaced with a new Attachment 5 and renamed Attachment 4 Sanitary Sewer Drainage Charges and Fees as shown in Schedule A of this bylaw.

3. Effective Date

The effective date of this bylaw is January 1, 2015.

READ a first time

READ a second time

READ a third time

ADOPTED

Mayor

Municipal Clerk

Certified a true copy

Municipal Clerk

Schedule A to Bylaw 8091

ATTACHMENT 3

SCHEDULE OF INSTALLATION CHARGES		
1. Service Capping Fees:		
• Storm		\$1,092.00
• Sanitary		\$1,092.00
2. Service Abandonment Fees:		
• Storm		\$2,500.00
• Sanitary		\$2,500.00
3. Cast Iron Inspection Chamber Covers (each):		\$216.00
4. Base Sewer Connection Charges consists of a service connection installation to main charge plus a service connection length charge.		
Service Connection Installation to Main Charge	0 - 2.0m DEEP	OVER 2.0m - 3.0m DEEP
1st Connection	\$2,100	\$2,700
2nd Connection	\$1,100	\$1,100
3rd Connection	\$1,100	\$1,100
Service Connection Length Charges	0 - 2.0m DEEP	OVER 2.0m - 3.0m DEEP
1st Connection	\$380/ meter	\$590/ meter
2nd Connection	\$190/ meter	\$230/ meter
3rd Connection	\$190/ meter	\$230/ meter
Manhole	\$5,516.00	\$527/ meter
5. Utility crossing charge (for each crossing/crossings required when laying the connection underneath other pipes or ducts):		\$587.00

6. Installation charges for storm or sanitary sewer connections:

- | | |
|----|---|
| a) | The "first connection" shall be the longest connection. |
| b) | "Second" connection, "third" connection, and "additional" connection rates shall only apply when these connections are installed in the same trench (standard width) as the "first" connection. |
| c) | Connection charges shall be based on the greater of the depths measured between the ground surface at the property line or the ground surface at the main and the design depth of the connection at those two locations. |
| d) | The charges for connections greater than 3 metres in depth (if deemed acceptable) or 300mm in diameter shall be estimated and charged on a site specific basis. |
| e) | The location of the connection at the sewer main shall be at a point along the main no further than the midpoint of the lot adjacent to the lot being connected. This location shall be determined by the intersection of the sewer main and a line drawn perpendicular to the adjacent lot line at its midpoint. |
| f) | The cost to replace any existing legal pin disturbed due to its proximity to the new connection shall be borne by the applicant. |
| g) | The cost for any rock work requiring blasting, drilling or splitting shall be in addition to the charges calculated in this schedule. |
| h) | BC Hydro charges for any work related to the connection installation shall be in addition to the charges calculated in this schedule. |
| i) | The cost to connect to a concrete encased sewer pipe shall be in addition to the charges calculated in this schedule. |
| j) | The cost of DNV staff required to complete an engineering design for a sewer connection shall be in addition to the charges calculated in this schedule. |
| k) | Charges will be applied based on the year of construction. |

Example 1 (Connection less than 2m deep, 10m long)

1st Connection less than 2m deep, 10m long $\$2,100 + (10 \times \$380) + \$575 =$	\$6,475
2nd Connection, less than 2m deep, 10m long $\$1,100 + (10 \times \$190) + \$575 =$	\$3,575
3rd Connection, less than 2m deep, 7m long $\$1,100 + (7 \times \$190) + \$575 =$	\$3,005
TOTAL	\$13,055

Example 2 (Connection greater than 2m deep, 10m long)	
1st Connection greater than 2m deep, 10m long $\$2,700 + (10 \times \$590) + \$575 =$	\$9,175
2nd Connection greater than 2m deep, 10m long $\$1,100 + (10 \times \$230) + \$575 =$	\$3,975
3rd Connection, greater than 2m deep, 7m long $\$1,100 + (7 \times \$230) + \$575 =$	\$3,285
TOTAL	\$16,435

Schedule A to Bylaw 8091

ATTACHMENT 4

SANITARY SEWER AND DRAINAGE CHARGES AND FEES

UNMETERED WATER SUPPLY

1. Where the water supply to a property is unmetered, an annual charge is imposed on the owner or occupier of the real property for the maintenance of the sanitary sewer and storm drainage systems according to the class of user as follows. All flat rate annual charges are due and payable at the same time and in the same manner as the general rates and taxes. If Secondary Suite charges are billed separately, they are due and payable within 30 days of invoice date.

The annual charge for premises serviced for less than one year shall be paid on a pro-rated basis to the date of capping subject to Section 16 or from the date of connection to the last date in December. The date of connection shall be determined as follows:

- for premises where a new sanitary sewer inspection chamber has been installed, the date of connection is the date on which District forces pull the inspection chamber plug
- for all other premises, the date of connection is the date of the final plumbing inspection for the first dwelling unit; for phased developments, the date of connection for each phase is the date of the final plumbing inspection for the first dwelling unit in that phase

Any property owner who is about to remove a Secondary Suite shall give written notice of same to the Chief Bylaw Officer; the annual charge therefore shall be paid on a pro-rated basis to the date of electrical inspection by the District Inspector confirming the removal of the suite.

Any property owner who installs a Secondary Suite will be charged the annual charge on a pro-rated basis from the date of the final plumbing inspection to the last date in December.

Any property owner with an additional unauthorized dwelling unit contained within a building of residential occupancy will be charged the annual charge for the calendar year upon confirmation of the additional unit.

All charges are for the calendar year.

SEWER AND DRAINAGE USER CHARGES & FEES - ANNUAL CHARGE	
A. FLAT RATE CHARGES	
USER	ANNUAL CHARGE
Single Family Residence	\$559.00
Row House/ Duplex	\$465.00
Secondary Suite	\$258.00
Multi-family	\$465.00
Rest Home per bedroom	\$163.80
Retail, office or service commercial premise	\$559.00
• With living quarters, an additional	\$465.00
Church	\$559.00

METERED PROPERTIES

- Where the water supply to a property is metered, or where the sewage discharge from a property is metered or otherwise measured under a GVS&DD Waste Discharge Permit, a charge, which is due and payable on or before the 20th day of the month in which the account is rendered, is imposed on the owner or occupier of the real property for the maintenance of the sanitary sewer and storm drainage systems according to the quantity of water delivered to the property or the quantity of sewage discharged from the property as follows:

MONTHLY SEWER AND DRAINAGE CHARGES FOR METERED PROPERTIES	
First 1,000 cu.ft used or part thereof	\$56.36
All in excess of 1,000 cu.ft used – per 100 cu.ft	\$5.77

QUARTERLY SEWER AND DRAINAGE CHARGES FOR METERED PROPERTIES	
First 3,000 cu.ft used or part thereof	\$169.08
All in excess of 3,000 cu.ft used – per 100 cu.ft	\$5.77

REDUCTION IN CHARGE

3. Where the water supply to a property is metered and a user of the sanitary sewer system can establish that less than 80% of the water delivered by the water utility to the property is discharged into the sanitary sewer system, the Treasurer shall reduce the charge in proportion to the amount of water which is not discharged into the sewer system as follows:
- water discharged to the sanitary sewer is less than 80 per cent down to 65 percent - 25 percent reduction in sewer charge
 - water discharged to the sanitary sewer is less than 65 per cent down to 35 percent - 50 percent reduction in sewer charge
 - water discharged to the sanitary sewer is less than 35 percent - 75 percent reduction in sewer charge

INDUSTRIAL BOD/TSS CHARGES

4. Where the discharge to sanitary sewer from a property is regulated under a GVS&DD Waste Discharge Permit, the total annual charge will be based on the following table:

GVS&DD WASTE DISCHARGE PERMITEE SEWER CHARGES	
MONTHLY METERED PROPERTIES	
First 1,000 cu.ft used or part thereof	\$56.36
All in excess of 1,000 cu.ft used – per 100 cu.ft	\$3.22
QUARTERLY METERED PROPERTIES	
First 3,000 cu.ft used or part thereof	\$169.08
All in excess of 3,000 cu.ft. used – per 100 cu.ft.	\$3.22


CHARGE FOR CONTAMINATED GROUNDWATER DISCHARGE TO SEWER

5. GVS&DD discharge permit requirements apply. Charge is \$0.402 per cubic metre.

COUNCIL AGENDA/INFORMATION		
<input type="checkbox"/> In-Camera	Date: _____	Item # _____
<input type="checkbox"/> Regular	Date: _____	Item # _____
<input type="checkbox"/> Info Package	Date: _____	Item # _____
<input type="checkbox"/> Agenda Addendum	Date: _____	Item # _____

1.2.3


Dept.
Manager


Director


Municipal
Manager

The Corporation of the District of North Vancouver

REPORT TO COUNCIL

November 24, 2014
File: 05.1700

AUTHOR: Shaun Carroll, P.Eng., Acting Manager, Utilities

SUBJECT: **WATER USER CHARGES AND WATER CONNECTION FEES – 2015,
BYLAW 8090**

RECOMMENDATION

THAT "Waterworks Regulation Bylaw 2279, 1958, Amendment Bylaw 8090, 2014 (Amendment 59)" is given FIRST, SECOND, and THIRD Reading.

REASON FOR REPORT:

The water user charges and the water connection fees charged by the District are specified in Waterworks Regulation Bylaw 2279. This report provides information and recommendations regarding proposed amendments for 2015.

SUMMARY:

The proposed rate increases are consistent with the comprehensive utility study conducted in 2012 and Council's objectives of maintaining the financial sustainability in the management of utility infrastructure.

The proposed charge for a single family residence in 2015 is \$630, a 2% increase or \$12 over 2014. The increase is attributed to inflationary drivers while maintaining the combined funding for capital and reserves at required levels.

BACKGROUND:

The Water Utility provides potable water for the District of North Vancouver. User charges are the main source of funds for the Water Utility. Revenue from user charges must be sufficient to cover Metro flow-through charges, annual operating costs, funds for capital works, and maintain water reserve funds at an acceptable level.

EXISTING POLICY:

The Water Utility operates as a self-sufficient financial entity with no debt financing. The 2012 utility (FCS) study indicated that industry best practices required reserve balances to be set at a minimum of \$5.5M - \$6.2M (2012\$), much higher than traditionally held. As a result, a multi-year reserve contribution started in 2013 and continues in 2015. The reserves are required to address working capital, rate stabilization, capital contingency, and system reinvestment funding requirements.

ANALYSIS:

Estimated revenues and expenditures over the next five years are provided in Appendix A, "Water Utility, 2015 – 2019 Draft Financial Plan".

Part 1: Cost of Service

The four major areas of expenditure that affect the outcome of the rate setting process are shown below, along with an explanation of changes in 2015. The combined impact from these changes requires an across-the-board rate increase of 2% to all customer classifications.

1. Water Purchase Costs (Metro Vancouver)

Metro Vancouver water purchase costs increase \$142k to \$12.2M. This reflects a water rate increase of 1.7%, much lower than Metro's predicted increase of 8.1% for 2015 last year. Water purchase costs represent 50.3% of the Water Utility expenditures.

2. District Operations

Operations expenditures increase by 2.6% or \$155k to \$6.1M and comprise 25.2% of overall expenditures. The predicted increase is due to inflationary drivers such as fuel and material and negotiated labour costs. Activities and programs under District Operations include:

- Water main and service break repairs
- Water reservoir, pump station, PRV inspection, maintenance, and repairs
- Water quality testing
- Water system cleaning
- Water meters and water conservation
- Administration

3. District Capital Programs

Contributions to the water capital fund decrease by \$350k to \$5.1M, support the Water Asset Management Plan, and comprise 21.1% of overall expenditures. The net decrease is attributed to major capital works initiated in 2014 but scheduled to be completed in 2015 and new capital projects scheduled for 2015 that will satisfy our asset management plan obligations. Works performed include planned asset replacement and upgrading for the following programs:

- Watermain Replacement
- Pressure Reducing Valve Stations
- Water Pumping Stations
- Water Storage Reservoirs

4. District Reserves

The water reserve fund balance is currently \$3.9M and is lower than the minimum target. The reduction in the 2015 capital funding request, relative to previous years, enables the redirection of funds to the 2015 reserve for a total contribution of \$823k. This positions the District to approach its minimum target range sooner than anticipated. Reserve contributions represent 3.4% of overall expenditures.

Part 2. Rate Shifts

In addition to the proposed rate increase of 2% driven by the changes detailed above, some rate shifts are recommended based on Council agreement to better align consumption with cost of service. Minor ongoing rate shifts outlined below continue through 2015.

1. Swimming Pools

In 2015 a \$0 charge for properties with pools is maintained. The available data from the water use study that began in 2013 is inconclusive. Further data collection and analysis in 2015 will identify if new user classes and rates are warranted based on actual metered data. The water use study initiative has installed water meters to one hundred single family properties in three groups consisting of swimming pools, irrigation systems and no pool or irrigation system.

2. Secondary Suites

The 2015 secondary suite rate is \$347.40, an increase of 1% or ½ the rate increase of other classes. This rate continues the FCS study recommendation that aims to bring equity to this rate on a gradual basis over a 10 year period (first year 2013). The District is projected to have 4,000 secondary suite units at the end of 2014.

The billing start and end dates for premises that include a secondary suite is also revised to provide better clarity for premises connected or disconnected mid-year.

3. Rest Home Charge Realignment

The 2015 per bed rate is \$82.40, an increase of 16% but still significantly less than the estimated cost of service. Due to the substantial increase in rates recommended by the FCS study (350%), this rate class is being increased gradually over a 10 year period (first year 2013). We encourage these customers (DNV has 2 rest homes and 284 beds) to install flow metering or face substantially higher flat rate charges in future years.

Timing/Approval Process:

To apply the proposed rate increase to metered charges for the full year in 2015, it is necessary for Council to approve the bylaw amendments prior to January 1, 2015.

Concurrence:

This report has been reviewed by the Financial Planning and Engineering Services Departments.

Financial Impacts:

Cost of service impacts for 2015 are discussed on page 2 of this report and result in a 2% across the board rate increase. The proposed charge for a single-family residence in 2015 is \$630, an increase of \$12 over 2014, much less than last year's predicted increase of \$34 in 2015. Financial impacts for 2016 – 2019 are discussed below.

Water Purchases (Metro Vancouver)

Metro Vancouver has not provided water rates for 2016 – 2019 due to uncertainty surrounding their future capital programs. Prior year predictions from Metro Vancouver indicated these years would increase at an average annual rate of 7%. The water rate increase for these years is now shown at 2% (inflation) pending new information from Metro Vancouver.

District Programs

The District's Water Asset Management Plan supports a distribution system consisting of 364 km of water mains and other significant assets with a total replacement value of \$363M. The annual water main replacement schedule currently targets the replacement of approximately 5 km of water main per year. The 2016 – 2019 contributions to capital respond to needs identified in the Water Asset Management Plan and reserves are used to stabilize water rate increases at approximately 2% and maintain the minimum reserve fund balance.

Liability/Risk:

If the watermain replacement program is not continued, the District will be exposed to an increasing risk of damage to District property and an increasing liability for private property damage, environmental damage and service interruption. If efforts for safe-guarding water quality are not continued, public health could be jeopardized and the Medical Health Officer could place conditions or restrictions on the District's water system operating permit.

Social Policy Implications:

The adequate supply of potable water is a fundamental service that a community requires in order to ensure a high standard of public health.

Environmental Impact:

Through planned maintenance and capital upgrading, the Utility minimizes the chance of unplanned discharge of chlorinated water to the environment.

Public Input:

Council provides an opportunity for public input through the bylaw adoption and budget process.

Conclusion:

By approving the revised water user charges adjustments for risk are provided and the self-financing character of the Water Utility is ensured. Council's continued support of the FCS Study based Bylaw promotes equity for charges based on water use and better aligns water user classes with industry standards. Based on the draft 2015 budget, an increase to the 2014 rate structure is required to fund inflationary costs for operations and maintenance, water purchase costs from the Metro Vancouver, and to maintain contributions to capital and reserves at required levels.

Sustained funding is required in order to continue adequate levels of infrastructure replacement and improvement programs necessary to maintain a high standard of public health while minimizing the risk of damage to property and the environment.

Shaun Carroll, P.Eng.
Acting Manager, Utilities

REVIEWED WITH: <input type="checkbox"/> Communications <input type="checkbox"/> Env. Protection <input type="checkbox"/> Human Resources <input type="checkbox"/> Eng. Trans/Public Works <input type="checkbox"/> Eng. Admin <input type="checkbox"/> Eng. Parks <input type="checkbox"/> Eng. Utilities	REVIEWED WITH: <input checked="" type="checkbox"/> Finance <input type="checkbox"/> Fire Services <input type="checkbox"/> Legislative Services <input type="checkbox"/> Land <input type="checkbox"/> Building <input type="checkbox"/> Community Planning	REVIEWED WITH: External Agencies: <input type="checkbox"/> Recreation Commission <input type="checkbox"/> Library Board <input type="checkbox"/> Health Dept. <input type="checkbox"/> RCMP <input type="checkbox"/> Other: _____	REVIEWED WITH: Advisory Committees: <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____
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(000's)	Final Budget	Final Budget	Final Budget	Draft Budget	Plan			
	2012	2013	2014	2015	2016	2017	2018	2019
Revenues								
Flat Rate	14,234	15,691	16,623	17,161	17,587	17,941	18,259	18,583
Metered Rate	6,247	6,236	6,782	6,733	6,956	7,065	7,177	7,291
Connection Charges	234	570	311	319	326	332	339	346
Other Revenues	-	45	46	77	79	80	82	83
Contribution from Surplus	-	-	-	-	263	-	-	-
Total Revenues	20,715	22,542	23,762	24,290	25,211	25,418	25,857	26,303
Expenditures								
Water Purchases (Metro Vancouver)	10,704	10,919	12,088	12,230	12,566	12,765	13,000	13,237
District Operations								
Administration	396	445	460	474	483	493	503	513
Operations & Maintenance	3,182	1,388	1,380	1,423	1,459	1,496	1,534	1,575
Water Service Breaks		1,831	2,092	2,147	2,190	2,233	2,278	2,324
Connections	234	570	311	319	326	332	339	346
Contribution to General Operating Fund	1,363	1,676	1,718	1,753	1,788	1,824	1,860	1,897
	5,175	5,910	5,961	6,116	6,246	6,378	6,514	6,655
Contribution to Water Capital Fund	4,736	5,483	5,471	5,121	6,399	6,152	6,115	6,341
Contribution to Water Reserves	100	230	242	823	-	123	228	70
Total Expenditures	20,715	22,542	23,762	24,290	25,211	25,418	25,857	26,303
SINGLE FAMILY RESIDENTIAL FLAT RATE	\$ 550	\$ 594	\$ 618	\$ 630	\$ 646	\$ 659	\$ 671	\$ 682

The Corporation of the District of North Vancouver

Bylaw 8090

A bylaw to amend the Waterworks Regulation Bylaw 2279, 1958

The Council for The Corporation of the District of North Vancouver enacts as follows:

1. Citation

This bylaw may be cited as "Waterworks Regulation Bylaw 2279, 1958, Amendment Bylaw 8090, 2014 (Amendment 59)".

2. Amendments

Waterworks Regulation Bylaw 2279, 1958, is amended as follows:

- a) *Schedule B Water User Charges* is deleted in its entirety and replaced with a new *Schedule B Water User Charges* as attached in Schedule A of this Bylaw.

3. Effective Date

The effective date of this bylaw is January 1, 2015.

READ a first time

READ a second time

READ a third time

ADOPTED

Mayor

Municipal Clerk

Certified a true copy

Municipal Clerk

Schedule A to Bylaw 8090

Schedule B

WATER USER CHARGES

A. FLAT RATE CHARGES

The following annual water user charges shall apply where there is no installation of a meter under section 21 of this bylaw:

User	Annual Charge
Single family residence	\$630.00
Row House/ Duplex	\$537.00
Secondary Suite	\$347.40
Multi-family	\$537.00
Rest Home per bedroom	\$82.40
Retail, office or service commercial premises	\$630.00
• with living quarters, an additional	\$437.00
Church	\$630.00
Residential premises upon which there has been constructed a swimming pool	\$0.00

The annual charge for premises supplied with water for less than one year shall be paid on a pro-rated basis to the date of shut-off subject to Section 8 or from the date of connection to the last date in December. The date of connection shall be determined as follows:

- for premises where a new sanitary sewer inspection chamber has been installed, the date of connection is the date of the final plumbing inspection
- for all other premises, the date of connection is the date of the final plumbing inspection for the first dwelling unit; for phased developments, the date of connection for each phase is the date of the final plumbing inspection for the first dwelling unit in that phase

All flat rate annual charges are due and payable at the same time and in the same manner as the general rates and taxes. If Secondary Suite charges are billed separately, they are due and payable within 30 days of invoice date.

Any property owner who is about to remove a Secondary Suite shall give written notice of same to the Chief Bylaw Officer; the annual charge therefore shall be paid on a pro-rated basis to the date of electrical inspection by District Inspector confirming the removal of the suite.

Any property owner who installs a Secondary Suite will be charged the annual charge on a pro-rated basis from the date of the final plumbing inspection to the last date in December.

Any property owner with an additional unauthorized dwelling unit contained within a building of residential occupancy will be charged the annual charge for the calendar year upon confirmation of the additional unit.

All charges are for the calendar year.

B. METERED CHARGES

	Monthly Charges
<i>Non-Commercial/ Industrial Charges</i>	
First 1,000 cu.ft. used or part thereof	\$57.40
All in excess of 1,000 cu.ft. used-per 100 cu.ft.	\$3.55
<i>Commercial/ Industrial</i>	
First 1,000 cu.ft. used or part thereof	\$57.40
All in excess of 1,000 cu.ft. used-per 100 cu.ft.	\$3.55
	Quarterly Charges
<i>Non-Commercial/ Industrial</i>	
First 3,000 cu.ft. used or part thereof	\$172.20
All in excess of 3,000 cu.ft. used-per 100 cu.ft.	\$3.55
<i>Commercial/ Industrial</i>	
First 3,000 cu.ft. used or part thereof	\$172.20
All in excess of 3,000 cu.ft. used-per 100 cu.ft.	\$3.55
A 2% discount will be allowed on Meter Accounts if paid within 20 days of the date of the invoice.	

C. WATER CONNECTION FEES

Connection Size	Connection Fee
<i>3/4" diameter</i>	
In existing developed area	\$4,200.00
In new subdivision during development stage and prior to paving being installed	\$1,670.00
<i>over 3/4" - 1 1/2" diameter</i>	
In existing developed area	\$4,555.00
In new subdivision during development stage and prior to paving being installed	\$3,343.00

Over 1 1/2" Diameter	Actual Cost
Capping Fee	\$776.00
Woodlands/Sunshine Water Connection Fee (A one-time charge for connection, in addition to the standard water connection fee)	\$9,093.00
Where there is an existing serviceable 1/2" connection, the owner may convert to a standard (3/4") connection by payment of the full fee prescribed for a standard (3/4") connection in an existing developed area.	
Charges will be applied based on the year of construction.	

D. WATER FLOW TEST FEE

• for single family residences	\$110.00
• for all other occupancies	\$556.00

E. WATER SHUT ON / OFF

• for single family residences (outside of working hours)	\$100.00
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F. WATER VALVE LOCATE

• for single family residences (outside of working hours)	\$100.00
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AGENDA INFORMATION	
<input checked="" type="checkbox"/> Regular Meeting	Date: <u>Dec 8.14</u>
<input type="checkbox"/> Workshop (open to public)	Date: _____

JDS
For
Dept.
Manager

[Signature]
GM/
Director

[Signature]
CAO

1.3

The District of North Vancouver REPORT TO COUNCIL

November 19, 2014
File: 10.4750.30/019.000

AUTHOR: Annie Mauboules, Social Planner
Cristina Rucci, Social Planner

SUBJECT: Novaco Childcare Centre Funding Support

RECOMMENDATION:

THAT Council support the rebuild of the Novaco Childcare Centre in Lower Capilano by providing a one-time grant to the operator, North Shore Neighbourhood House, for a total of \$44,000 to be held in reserve until the society can fundraise the remaining amount and;

THAT the funds are taken from unallocated 2014/2015 Lower Capilano core funding.

REASON FOR REPORT:

To seek Council authorization to provide a one-time capital grant to North Shore Neighbourhood House to contribute to their capital fundraising campaign to rebuild the Novaco Childcare Centre in Lower Capilano.

SUMMARY:

The Novaco Childcare Centre burned down in December 2013. It provided up to 49 licensed childcare spaces in the neighbourhood and was one of very few non-profit licensed group childcare centres in Lower Capilano. The Lower Capilano core funding is targeted to support community services and social programs for the Lower Capilano community. The Novaco Childcare Centre fits within that mandate. There is unallocated 2014 budget available to support this one-time grant. Staff recommend supporting the rebuild of Novaco as it represents an integral part of the community service continuum for this neighbourhood.

BACKGROUND:

Novaco was the only non-profit childcare centre in Lower Capilano. The centre provided a range of services including care for infant/toddlers, 3-5 year olds, school age children as well as a preschool. The facility, which opened in 1973 was the oldest childcare facility in the area and is operated by the North Shore Neighbourhood House.

Until last December, Novaco provided its services out of portable buildings which were approximately 38 years old. Due to their age, the portables required on-going maintenance and major repairs over the years and were in a bad state of repair when they burned down in

December 2013. Consequently, the insurance provided as a result of the fire was insufficient to rebuild the childcare centre to current licensing standards. Given the lack of provincial funding available for major and minor capital expenses, the operators have found it very difficult to raise all the funds necessary to rebuild.

Novaco is considered to be a key component of the service continuum in Lower Capilano. In 2006 Council approved a focus on community development and service enhancements for Lower Capilano after a comprehensive community consultation process in 2004 revealed a significant social service and community resource deficit in the area. Using funds provided through Council's strategic initiatives fund, staff were successful in working with non-profit organizations, community associations, community volunteers and local businesses to develop and implement a diversity of programs and services targeting key priority areas of need in Lower Capilano. These included programs for seniors, youth, and families as well as initiatives aimed at improved communication among community members and improved access to new and existing programs as well as coordinated marketing initiatives and information sharing. In 2009, these funds became a part of the District's core funding program.

The Novaco Childcare Centre served a strategic purpose in this community, connecting families and their children to much needed early childhood programs and licensed childcare. Their role in the community is considered to be of critical importance to ensure appropriate supports are made available to local families, many of whom are marginalized and access the childcare services through government funded subsidies.

EXISTING POLICY:

OCP Chapter 6: Social Inclusion and Well Being 6.3.4: Promote the establishment and maintenance of affordable quality child care services.

ANALYSIS:

Community Connection:

Communication among key stakeholders involved with social service provision in Lower Capilano is being facilitated through regular Lower Capilano Community Partnership Committee (LCPC) meetings. The North Shore Neighbourhood House is a partner on this committee. The loss of the Novaco Childcare Centre has been raised as a critical concern around this table over the past year.

Challenges remain in the successful deployment of services in Lower Capilano due to the lack of a central, accessible community space as well as challenges in finding sustainable funding for the key priority service areas identified by the community. While there are plans to create licensed childcare spaces in the new Lower Capilano Village Centre, this facility will be needed to service the needs of new residents. Replacement of the Novaco Childcare Centre is essential to support the needs of existing residents in the Norgate area.

The Novaco Childcare Centre represented one of very few community service provision hubs for Lower Capilano. The loss of the centre has had a devastating effect on the ability of local families to arrange and sustain safe, affordable and quality childcare for their children.

NSNH has been able to relocate some of the displaced children in other centres across the North Shore, but this has added a strain on existing resources in those communities and created longer waiting lists for other families.

Childcare Spaces:

Before the facility burnt down, Novaco provided 12 infant/toddler spaces, 21 spaces for 30 months to school age and 16 out of school care spaces for a total of 49 licensed spaces. For a complete analysis of the overall childcare needs for Lower Capilano please see **Attachment A**.

Budget Request:

The total budget needed to rebuild the facility is \$465,000. The NSNH has been able to fundraise \$238,000 to date but has already spent \$30,000 on site demolition, security, fencing etc. The total amount that the NSNH still needs to fundraise is \$257,000.

Timing/Approval Process:

North Shore Neighbourhood House continues to look for grant opportunities for this centre and is also actively fundraising. Should the District wish to contribute, the funds would be held in reserve until such time that the total budget was available to move forward with the project.

Financial Impacts:

The Lower Capilano Partnership budget is \$40,000 annually. The funds are spent on community grants (\$15,000) to support the work of community services providers as outlined above as well as a portion of a North Vancouver Recreation Commission programmer position (\$22,000). The funds identified for Novaco are available because this budget no longer pays for a portion of the NVRC position. Therefore \$22,000 from 2014 which is unspent and \$22,000 for 2015 which has yet to be allocated are available for this request.

Should Council be supportive of the staff recommendation, the DNV funds can be held in reserve and released to the NSNH once they have raised the remaining total capital budget.

Conclusion:

Norgate is a vulnerable community with many families accessing childcare on a government funded subsidy and struggling to make ends meet. The Novaco Childcare Centre provides an important childcare hub to this community that, in addition to childcare, provides families access to the other services available to them as their children grow. This importance of this type of seamless service provision, targeted at children ages 0-6, is well researched and documented to provide increased resiliency, health and well-being amongst vulnerable populations.

Respectfully submitted,



Annie Mauboules, Social Planner



Cristina Rucci, Social Planner

REVIEWED WITH:		
<input type="checkbox"/> Sustainable Community Dev. _____	<input type="checkbox"/> Clerk's Office _____	External Agencies:
<input type="checkbox"/> Development Services _____	<input type="checkbox"/> Communications _____	<input type="checkbox"/> Library Board _____
<input type="checkbox"/> Utilities _____	<input checked="" type="checkbox"/> Finance _____	<input type="checkbox"/> NS Health _____
<input type="checkbox"/> Engineering Operations _____	<input type="checkbox"/> Fire Services _____	<input type="checkbox"/> RCMP _____
<input type="checkbox"/> Parks & Environment _____	<input type="checkbox"/> ITS _____	<input type="checkbox"/> Recreation Com. _____
<input type="checkbox"/> Economic Development _____	<input type="checkbox"/> Solicitor _____	<input type="checkbox"/> Museum & Arch. _____
<input type="checkbox"/> Human resources _____	<input type="checkbox"/> GIS _____	<input type="checkbox"/> Other: _____

CHILDCARE NEEDS IN LOWER CAPILANO:**ATTACHMENT A**

The current number of childcare spaces in the Lower Capilano area (including Lions Gate, Lower Cap/Marine, Norgate and Pemberton Heights) is outlined below:

AREA	Child Minding	Group Care >36m	Group Care <36m	Group Multi-age	Licensed Family FCC	Out of School Care	Preschool	TOTAL
Lions Gate	0	0	0	0	0	0	0	0
Lower Cap/Marine	0	0	0	0	5 programs 33 capacity	0	0	5 programs 33 capacity
Norgate	2 program 50 capacity	2 programs 65 capacity	2 programs 63 capacity	0	0	2 programs 45 capacity	0	8 programs 223 capacity
Pemberton Heights	0	1 program 25 capacity	1 program 12 capacity	0	0	1 program 33 capacity	1 program 20 capacity	4 programs 90 capacity
Total	2 programs 50 capacity	3 programs 90 capacity	3 programs 74 capacity	0	5 programs 33 capacity	3 programs 78 capacity	1 programs 20 capacity	17 programs 337 capacity

And, the number of children in the area (2011 Stats) is as follows:

Neighbourhood	0-4 years	5-9 years	10-14 years	Total
Lower Capilano Marine Drive Village Centre	15	25	20	60
Lions Gate	60	75	70	205
Lower Cap/Marine	55	55	50	160
Norgate	125	100	100	325
Pemberton Heights	110	150	120	380
Total	365	405	360	1,130

Current Demand

In terms of current demand, the North Shore Child Care Resource and Referral Society notes that between January and June 2013, they received 179 calls (or 44.09% of all calls received) from District resident parents looking for childcare. Overwhelmingly, parents were searching for infant/toddler care, particularly part time care as well as before and after school care. This is also consistent with the rest of the North Shore, as per the Child Care Needs Assessment which was completed in 2007.

Since Novaco burnt down, there are now only 3 facilities in the area that deliver infant/toddler care. Novaco Child Care Centre was the only non-profit provider in the area. The remaining three centres are for profit facilities: Smiling Stars (located on Pemberton Avenue), Kids and Company, located on Marine Drive which is targeted to corporate employees and professionals), as well as Bonnie Bairns Daycare located in the Capilano United Church in Pemberton Heights. Before and after school care is only offered at the two Elementary Schools, Norgate and Capilano.

Anticipated Needs and Partnerships

With anticipated growth in the Lower Capilano-Marine Village Centre, additional childcare spaces will be required to meet the needs of families moving into the area. Given the current lack of facilities, particularly for infant toddler care and 3-5 year old care, in the Lions Gate and Lower Capilano/Marine neighbourhoods, it is logical to locate a new facility in this area, notably close to the Larco site where the new community centre will be located.

The current demand for childcare (particularly infant/toddler spaces) coupled with the anticipated growth in the Lower Capilano area clearly points to the need for further childcare spaces in the area. It is likely that two new high quality child care facilities would quickly fill up given the demand for this care across the North Shore.

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